

# City of Meadowlakes

## AGENDA

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### City Council Meeting

Tuesday, August 20, 2019 - 6:00 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, August 20<sup>th</sup>, 2019 at 6:00 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. Operations in general - City Manager Johnnie Thompson
    1. Ordinance and Animal Control Report
    2. Patrol Activity Report
    3. Building Committee Report
  - B. Briefing on Golf Operations – Klotz
  - C. Briefing on Food and Beverage – Ingalsbe
  - D. Public Works – 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 Meetings/Workshops
  - B. July 2019 Financial Statements
6. OLD BUSINESS
  - A. Discussion/Action: Contract for Services between the City of Meadowlakes and the Meadowlakes Property Owners Association, Inc. – Thompson
7. NEW BUSINESS
  - A. Discussion/Action: Ordinance No. 2019-04-Flood Damage Prevention Ordinance – Williams/Thompson

- B. Discussion/Action: Resolution 2019-09 – Adoption of Investment Policy - Thompson
- C. Discussion/Action: Confirming Debbie Holley as the designee to serve as City Manager in the absence or disability of the Johnnie Thompson, City Manager - Thompson
- D. Discussion/Action: Appointment of two Council Members to serve on the “Application Review Committee” for the appointment of members to the City’s Building Committee and Planning and Zoning Commission – Bauer
- E. Discussion/Action: Ordinance 2019-03 – Amending Appendix A, Sections A10 and A50 of the Code of Ordinances related to building fees and water and wastewater connection fees – Thompson
- F. Discussion/Action: Authorizing City Manager to execute a new service agreement with Arch Technical Services, LLC. DbA ATS Engineers, Inspectors & Surveyors- Thompson
- G. Discussion/Action: Adjourning to closed session pursuant to Section 551.017 (consultation with attorney) or Section 551.074 (personnel matters-City Attorney)
- H. Reconvene into open session and action as maybe required.

## **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 meeting is September 17, 2019 at 6pm***

## **8. ADJOURNMENT**

*The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).*

*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 August 14, 2019 at 4:50pm 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.
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**Posting Removed:** \_\_\_\_\_ **at** \_\_\_\_\_ **by** \_\_\_\_\_  
(To be recorded upon removal, document retention at City Hall, posting removal date will not be reported via the website)

## **Ordinance Enforcement and Animal Control Report Summary for July 2019**

Calls Received: Ordinance line: 15  
Animal Control line: 23  
Security Gate: 0  
City Hall: 9  
Sherriff Deputy 1  
Burnet Vet 1

209 Notices were issued during the month of July:

- 1 notice regarding Ordinance 20-55 – automobile tire or building materials in yard
- 3 notices regarding Ordinance 20-55 – yard or lot needing to be mowed
- 10 notices regarding Ordinance 20-55 – limbs on property over 14 days
- 42 notices regarding Ordinance 20-55 – trash or recycle containers visible from the street
- 12 notices regarding Ordinance 22-3 – sign ordinance violation
- 7 notices regarding Ordinance 28-56 – RV, trailer or boat on drive over 3 days in 7 or over 7 in 30
- 4 notices regarding Ordinance 28-56 – boat parked on street between 10 pm and 7 am
- 3 notices regarding Ordinance 28-56 – golf cart stored on driveway or parked on lot
- 1 notice regarding PMC 302.4 – dead tree in yard
- 125 notices regarding PMC 302.4 – trees overhanging street less than the 14 foot minimum clearance
- 1 notice regarding PMC 302.7 – fence in disrepair

26 Warning tickets were issued regarding Ordinances 28-55 & 56– for parking infractions most of which were for parking on the wrong side of street, parking in a no parking area, parking on the street over the allowed time period or parking a trailer, RV or boat on street at night

2 Warning Notices were issued - one regarding Ordinance 4-5 for allowing a pet to leave lot line unrestricted and one regarding 20-55 for parking a vehicle on street over 3 days in 7

13 Verbal warnings were issued

1 Caught dog and returned to owner

3 Picked up animal and removed from the City

1 Collected live bat and submitted for rabies testing

1 Removed signs from City right of way

1 Completed 6 hours of Animal Control continuing education

Submitted by:

*Pat Preston*

Pat Preston  
Ordinance Enforcement Officer & Animal Control Officer  
August 2, 2019

## MEADOWLAKES PATROL ACTIVITY REPORT July 2019

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
07/01/19	Mon	Koenning											
07/02/19	Tue	Koenning											
07/03/19	Wed	Koenning	8:45am	10:45am	2	0	0	0	0	Patrol & radar	138266	138275	9
07/03/19	Wed	Koenning	4pm	9pm	5	0	0	0	0	Patrol & radar	138275	138295	20
07/04/19	Thu	Koenning	9:30am	12:30pm	3	0	0	0	0	10:00 am Led parade to Lakeside Park  11:50 am Dispatched to residence on Meadowlakes Drive in reference to abandon 9-1-1 call. Call was accidental from cell phone.	138295	138303	8
07/04/19	Thu	Koenning	5pm	10pm	5	1	0	0	0	Patrol & radar	138303	138323	20
07/05/19	Fri	Koenning	5pm	10pm	5	1	0	0	0	5:25 pm Assisted female resident on Meadowlakes Drive in reference to malfunction of the hood latch on her daughter's vehicle.  8:50 pm Dispatched to residence on Broadmoor in reference to possible verbal disturbance / open 9-1-1 line. Everything was found to be ok. CFS# 19-022666	138323	138342	19
07/06/19	Sat	Koenning											
07/07/19	Sun	Koenning											
07/08/19	Mon	Koenning	8:30am	12pm	3.5	1	0	0	0	8:50 am Dispatched to residence on Firestone in reference a large white opossum trying to get into garage of residence. Pat and I searched the area / unable to locate. CFS# 19-022952	138342	138353	11
07/09/19	Tue	Koenning											
07/10/19	Wed	Koenning	4:45pm	8:45pm	4	1	1	0	0	Patrol & radar	138353	138367	14

## MEADOWLAKES PATROL ACTIVITY REPORT July 2019

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
07/11/19	Thu	Koenning	5pm	8:30pm	3.5	0	0	0	0	5:26 pm Dispatched to residence on Pinehurst in reference to open 9-1-1 line. Caller was found to be at a residence down the street and the call was accidental. Everything ok. CFS #19-023393	138367	138383	16
07/12/19	Fri	Koenning	4:30pm	8:30pm	4	0	1	0	0	Patrol & radar	138383	138400	17
07/13/19	Sat	Koenning	4:15pm	8:15pm	4	0	3	0	0	4:45 pm Removed large tree branches that had fallen in roadway from residence on Turkey Run  7:55 pm Flagged down by resident on Meadowlakes Drive in reference to suspicious activity. They had just returned home and found their front and back door unlocked. Their dog which is always kept inside, was found to be outside. Checked residence and nothing appeared to be tampered with or missing.	138400	138413	13
07/14/19	Sun	Koenning											
07/15/19	Mon	Koenning											
07/16/19	Tue	Koenning	6pm	7pm	1	0	0	0	0	Security for Council meeting			0
07/17/19	Wed	Koenning	9am	12:30pm	3.5	1	0	0	0	Patrol & radar	138913	138921	8
07/17/19	Wed	Koenning	4:15pm	7:15pm	3.5	1	2	0	0	Patrol & radar	138921	138931	10
07/18/19	Thu	Koenning	4:15pm	7:15pm	3	0	1	0	0	Patrol & radar	138931	138939	8
07/19/19	Fri	Koenning											
07/20/19	Sat	Koenning											
07/21/19	Sun	Koenning											
07/22/19	Mon	Koenning											
07/23/19	Tue	Koenning	8am	11:30am	3.5	0	0	0	0	Patrol & radar	139462	139470	8

## MEADOWLAKES PATROL ACTIVITY REPORT July 2019

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
07/23/19	Tue	Koenning	4:30pm	7:30pm	3	1	1	0	0	Patrol & radar	139470	139482	12
07/24/19	Wed	Koenning											
07/25/19	Thu	Koenning											
07/26/19	Fri	Koenning	4pm	8pm	4	0	0	1	0	4:25 pm Assisted residence with his golf cart had broken down in the roadway on Firestone by hole #15. I called pro shop to get a tow to his residence.  5:15pm Flagged down in Lakeside Park by female who was reporting teenagers using profane language. Subjects were advised.	378	391	13
07/27/19	Sat	Koenning	12pm	7:30pm	7.5	2	0	1	0	Patrol & radar	396	427	31
07/28/19	Sun	Koenning											
07/29/19	Mon	Koenning											
07/30/19	Tue	Koenning											
07/31/19	Wed	Koenning	7am	10am	3	1	0	0	0	Patrol & radar	803	811	8
07/31/19	Wed	Koenning	5pm	8pm	3	0	0	2	0	Patrol & radar	811	823	8
<b>TOTALS</b>					<b>74</b>	<b>10</b>	<b>9</b>	<b>4</b>	<b>0</b>				<b>253</b>

### Citation breakdown

1- expired DL  
 2 - disregard stop sign  
 7- speeding  
 40/25  
 39/25  
 39/25  
 37/25  
 36/25  
 36/25  
 35/25

# Building Committee Report

July-19

Authorized By: Steve Nash,  
Building Committee Chairman

## Approved Permits

*Issued*

*Outstanding Under Cons*

Deck			
Fence	2		2
Remodel			2
New Home			4
Variance			
Patio Cover/Remodel			1
Arbor/Pergola			1
Swimming Pool/Hot Tub			2
Boat dock/jet ski lift	1		
Play Scape			
Other- Parking lot expansion	1		
Plat Amendment			
Consultation			
Permit Revision			
<b>Total</b>	<b>4</b>		<b>12</b>
<b>Applications Denied/tabled</b>			
Deck			
Fence			
Remodel			
New Home			
Variance			
Patio Cover/Enclosure			
Arbor			
Swimming Pool/Hot Tub			
Play Scape			
Other - telescope	1		
Plat Amendment			
Consultation			



## MEMORANDUM

Date: August 14, 2019  
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: Weekly routine maintenance at the guard gate (weeding flower beds, mowing), weekly mowing and cleaning of the lakeside pavilion and children's park, routine maintenance at the military veterans park and the first responder park, 1 mowing cycle of vacant lots, maintenance on lake park irrigation system.
2. The following items were completed at the golf complex: Daily cleaning and maintenance at the pool, landscaping around the pro shop, replaced sink faucet and cabinet in men's restroom on #15, repaired crack in interior wall at bathrooms on #15, installed new network wiring and replace some devices at the clubhouse. This will be an ongoing project for the next few weeks.
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. 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. FEMA estimates that the new maps will become effective November 1, 2019. An ordinance is on the agenda tonight to adopt the new flood maps. The only change to the existing ordinance is the effective date of the maps.
4. Replaced 4 sprinkler heads on the city hall irrigation system.
5. Installed 1 water tap and 1 sewer tap for a new home under construction .
6. Repaired 2 small water leaks.
7. Staff has spent a lot of time working with the contractor on scada improvements at the water treatment plant. Most of the work has been completed with some bugs still to be worked out in programming.

Monthly Treated Water Totals (Million Gallons)

	2014	2015	2016	2017	2018	2019
January	8.1	6.1	7	7.3	8.3	4.8
February	7.5	7	7.6	8.0	7.7	4.5
March	11.3	7.8	10.3	11.5	13.0	9.5
April	14.4	11.9	9.9	12.7	15.9	13.0
May	12	8.9	9.2	16.5	17.7	11.3
June	11.3	13	15	17.3	20.6	15.6
July	15.2	24.3	24.8	22.0	22.5	21.2
August	16.3	24.7	18.6	19.5	24.3	
September	15.3	21.8	17.9	19.0	10.9	
October	17.1	17.8	18.8	15.0	8.8	
November	9.2	7.7	10.5	13.6	8.0	
December	7.8	6.5	7.4	8.9	6.9	
Annual Total	145.5	157.5	157	171.3	164.6	

## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item #5-Consent Items
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**DATE:** August 13, 2019

**REFERENCE:** Agenda Item #5-Consent Items

**COUNCIL MEETING DATE:** August 20, 2019

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

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: N/A

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**SUBJECT:**

Please find, accompanying this MEMO, a copy of the draft minutes of the Council meeting held on July 16th. Should you have any questions regarding the minutes, please contact Evan.

Also attached, please find a copy of a condensed version of the monthly financial statements for all funds of the City. The condensed financials will provide you with a good overview of all funds without the line item by line item listing as was provided in the past.

### **General Fund**

The General Fund, overall, is performing very well, with revenues exceeding those budgeted for the month and year-to-date. Expenses for the month exceed those budgeted. However, year-to-date expenditures are considerably less than budgeted.

**Cash in Bank** – The General Fund had about \$119,000 less cash on deposit than it did at the end of July last year, of which \$119,500 was transfers out and capital purchases.

**Cash Flow** – The Fund experienced a negative cash flow in July of about \$30,000, which included a \$15,000 transfer to the Recreation Fund. The Fund usually experiences negative cash flow this time of the fiscal year due to the majority of its income generated from ad valorem taxes is collected in the December-March timeframe.

**Income** – The General Fund's income for July was slightly higher than budgeted for the month. Year-to-date revenues exceed those budgeted by about \$15,500, mainly due to increased revenues from franchise fees and miscellaneous revenues. Compared to like periods last fiscal year, July revenues are up slightly while year-to-date revenues exceed

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those for the same period the previous year by about \$18,000, mostly due increased miscellaneous revenues.

Operating Expenses – July’s operating expenses for both the month and year-to-date are below those budgeted for both periods. July’s expenses were about \$1,000 less, and year-to-date expenses are about \$6,000 less than those budgeted. Compared to the same periods last fiscal year, July’s expenses were slightly less and year-to-date expenses about \$45,000 higher, mainly due increased administrative expenses.

Operational Net Gain/Loss – The Fund had a net operating loss of nearly \$17,250 in July, which was about \$2,500 less than budgeted. Year-to-date, the Fund operation had a net gain of approximately \$87,000; about \$21,000 more than budgeted.

Total Capital Purchases/Transfers Out – In July, the Fund made the final transfer (\$15,000) of the budgeted transfers out to the Recreation Fund. The Fund has one additional transfer for \$19,500 which will be transferred within the next few days to the Debt Service Fund.

Fund Net Gain/Loss – The Fund’s total net loss in July was nearly \$32,250, which was about \$7,000 less than anticipated. The Fund’s net loss for the year-to-date has been just over \$23,000 when a net loss of nearly \$54,400 was budgeted.

Disbursements – The Fund had no out of the ordinary expenditures in July.

### **Debt Service Fund**

The Debt Service Fund had about \$12,000 less in the bank than at this time last year and about \$10,000 less than at the end of July 2017. July’s and year-to-date incomes are both less than budgeted due to the delay of the transferring of funds from the General Fund as budgeted. We plan on making this \$19,500 transfer by the end of this week. We have a \$390,000 principal and \$20,756 interest payment due on September 1<sup>st</sup>.

### **Utility Fund**

The Utility Fund’s July income fell short of those budgeted by about 7.3%, less than budgeted expenses offset the Fund’s lost revenue for the month. Year-to-date is following the same trend in which income is off by about 5.4%, and expenses for the year about 20%.

Cash in Bank – The Fund’s cash on deposit increased by about \$45,000 in July. However, the Fund had approximately \$206,500 less on deposit than at this time last fiscal year.

Cash Flow – In July, the Fund had a positive cash flow of just over \$45,000, which is only the third time this fiscal year the Fund had a positive cash flow. The Fund had a positive

cash flow in July, the Fund's cash flow for the year-to-date is just under \$244,000. The Fund had about an \$84,000 net gain at the end of July last fiscal year.

Income – July's income failed to meet its budget amount by about \$8,800 due entirely to less water sales than budgeted for the period; most other revenue streams for the month were near those budgeted for the period. Year-to-date income is about \$57,000 less than budgeted with water sales for the period being off about \$75,000. A portion of the lost income was offset to some degree by increased miscellaneous incomes.

Operating Expenses – July's expenses ended the period about \$4,000 less than budgeted. Total operating expenses are approximately \$218,000 less than those budgeted for the period. A large portion of the decrease in expense is contributed to decreased operating expenses, especially water treatment-related operating expenses, which were off due to the postponement of the budgeted water treatment plant renovations.

Operational Net Gain/Loss – The Fund had a net gain of just over \$26,000, about \$7,000 less than budgeted for July. The Fund's net operational gain for the fiscal year at the end of July was around \$131,000, when a loss of about \$30,500 was budgeted.

Capital Purchases/Improvements – The Fund had no Capital Purchases or Improvements in July. However, the Fund's year-to-date capital purchases and improvement expenses are just slightly above their budgeted \$332,000.

Total Fund Net Gain/Loss – At the end of July, the Fund had a net loss of just over \$202,000, about \$160,000 less than budgeted for the year-to-date.

Disbursements – In July, the Fund had cash disbursements of \$38,221.95 with only one out of the ordinary expenditure which was check #17197 to EXLR8 for the purchase of uniform shirts for \$1,506.00; we plan on discontinuing the uniform service at the end of this month.

### **Recreation Fund**

The Recreation Fund continues to struggle due to recovering from the October rain event and the extremely wet fall and winter. The weather has drastically affected income for the Fund.

Cash on Deposit – The cash on deposit is misleading since at the end of July last year, the cash on deposit reflects the \$197,000 held in escrow for the purchase of the new cart fleet. Backing out the escrowed funds, the uncommitted cash on deposit was nearly \$72,300 at the end of July last year; this year, July's cash on deposit is approximately \$45,000 less.

Cash Flow – In July, the Fund had a negative cash flow of nearly \$6,700, bringing the Fund's negative cash flow for the fiscal year to just under \$14,500, compared to an approximate \$8,000 at this time last fiscal year.

Income – Total operating income for the Fund fell short of meeting its targeted budgeted amount by about \$13,500 in July, mainly due to decreased income from golfing, which was off by about \$10,000 for the month. Year-to-date incomes followed the same trend with total operating income at the end of the period being off about \$90,000 with about \$85,000 of the decrease in income related to decreased golf-related income.

Operating Expenses – The Fund's expenses for July were about \$10,000 less than those budgeted for the period due mainly to decreased golf-related expenses. The Fund's operating expenses for the year-to-date are about \$45,000 less than budgeted for the period, again, mainly due to golf-related expenses.

Total Operating Net Gain/Loss – The Fund experienced about a \$2,400 loss in the month of July when a loss of nearly \$14,000 was budgeted. The Fund's net operating loss for the year was about \$22,000 when a gain of over \$22,000 was budgeted for the period.

Capital Improvements – The Fund had no capital improvements in July. The Fund's total capital improvement expense for the year-to-date is just over \$87,200, about \$12,800 less than budgeted for the period.

Total Fund Net Gain/Loss – The Fund had a net loss of about \$2,400 for July, and at for the year-to-date the Fund's loss was nearly \$9,000 when a gain of just over \$24,400 was budgeted.

Disbursements – The Fund had total cash disbursements of \$53,368.33 in July with only one out of the ordinary disbursement, which was to the YMCA (Ck. #2963) for \$9,532.19 which was for costs associated with providing lifeguards at the pool.

## **Review of Operational Units of the Recreation Fund**

### **Golf Operations (Golf Shop and Grounds Maintenance)**

Like previous months, the weather has taken a toll on golf operation revenues, with July's revenues following the same trends as the past nine months with about \$10,000 less golfing related income than budgeted. Year-to-date income is off by about \$85,000 and off about \$68,000 from the previous year.

Thankfully, operating expenses for both the month and year-to-date are less than those budgeted for the periods, which helps make up for lost income. However, the decrease

in expenses has not prevented the Golf operations operating in the red. Golf operations lost just under \$10,000 in July bringing its loss for the year to just over \$16,000. The Fund's budget reflects a net gain in excess of \$50,000 for the October-July timeframe. Last year at this time, Golf operations had an \$84,000 gain.

**Food and Beverage (F&B) Operations** – July's F&B income ended the month only a few hundred dollars short of its budgeted income. Year-to-date income for F&B is approximately \$7,000 less than its budgeted target. F&B's expenses ended the month of July just over its budgeted amount while year-to-date expenses for the period were about \$5,000 less than those budgeted. F&B operations experienced a loss of about \$4,000 in July, bringing its total loss to about \$24,000 for the year.

**Swim (Pool)** – Swim revenues in July were drastically less than budgeted. However, year-to-date revenues are very near those budgeted for the period. Expenses for the operation of the pool were about \$1,800 greater than those budgeted for the period due to the increased costs related to the increased hours of the operation of the pool. Year-to-date expense is about \$3,000 more than those budgeted for the period, again, mainly due to increased expenses related to the extended hours of operation of the pool. At the end of July, pool operations has lost just over \$15,400.

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

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# City of Meadowlakes

## Condensed Financial Statements

### General Fund

#### General Fund Balance Sheet

	Jul 31, 19	July 31,18	July 31, 17
<b>ASSETS</b>			
Current Assets			
Checking/Savings	\$ 368,108	\$ 486,829	\$ 467,078
Other Current Assets	\$ 32,602	\$ 15,611	\$ 14,939
Total Current Assets	<u>\$ 400,710</u>	<u>\$ 502,440</u>	<u>\$ 482,017</u>
Fixed Assets	\$ 32,720	\$ 38,635	\$ 40,000
Other Assets	\$ (2,114)	\$ 9,540	\$ 4,040
<b>TOTAL ASSETS</b>	<u><u>\$ 431,316</u></u>	<u><u>\$ 550,615</u></u>	<u><u>\$ 526,057</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable	\$ 4,588	\$ 3,191	\$ 2,895
Other Current Liabilities	\$ 61,283	\$ 58,005	\$ 54,206
Total Current Liabilities	<u>\$ 65,871</u>	<u>\$ 61,196</u>	<u>\$ 57,101</u>
Total Liabilities	\$ 65,871	\$ 61,196	\$ 57,101
Equity	\$ 365,445	\$ 489,418	\$ 468,957
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$ 431,316</u></u>	<u><u>\$ 550,614</u></u>	<u><u>\$ 526,058</u></u>

#### Change in Cash Since Beginning of FY

Month	Cash Flow for Month	Month	Cash Flow for Month
Oct-18	\$ (45,860)	May-19	(\$58,634)
Nov-18	\$ (5,311)	Jun-19	(\$29,039)
Dec-18	\$ 148,696	Jul-19	(\$30,074)
Jan-19	\$ 85,194	Aug-19	
Feb-19	\$ (24,245)	Sep-19	
Mar-19	\$ (34,351)		
Apr-19	\$ (48,215)		
<b>Year-to-Date Change in Cash</b>			<b>\$ (41,839)</b>



# City of Meadowlakes

## Condensed Financial Statements

General Fund -Profit and Loss		Jul 19	Budget Jul 19	Year to Date	Budget FY19	Y-T-D	Jul 2018	Y-T-D	FY18
<b>Income</b>									
Total Ad Valorem Tax		\$ 1,036	\$ 1,299	\$ 381,203	\$ 380,940	\$ 815	\$ 378,770		
Total Franchise Fees		\$ 7,277	\$ 6,708	\$ 51,887	\$ 46,721	\$ 7,681	\$ 50,794		
Total Building Permits		\$ 1,310	\$ 684	\$ 7,895	\$ 5,932	\$ 345	\$ 6,275		
Total Judicial		\$ 566	\$ 500	\$ 6,711	\$ 6,650	\$ 375	\$ 7,242		
Contract Services-POA Contract		\$ 12,500	\$ 12,500	\$ 125,000	\$ 125,000	\$ -	\$ -		
Transfers in from Other Funds		\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 120,000		
Total Miscellaneous		\$ 1,213	\$ 741	\$ 13,485	\$ 5,382	\$ 1,040	\$ 4,951		
Total General Fund Revenues		\$ 23,902	\$ 22,432	\$ 586,181	\$ 570,625	\$ 22,256	\$ 568,032		
<b>Expense</b>									
<b>Operational Expenses</b>									
<b>Administrative Expenses</b>									
Employee Related Expenses		\$ 25,937	\$ 26,429	\$ 288,699	\$ 292,649	\$ 29,572	\$ 271,077		
Administrative Operational Expenses		\$ 4,752	\$ 4,623	\$ 102,100	\$ 95,999	\$ 4,627	\$ 74,469		
Total Administrative Expenses		\$ 30,689	\$ 31,052	\$ 390,799	\$ 388,648	\$ 34,199	\$ 345,546		
<b>Public Safety Expenses</b>									
Ordinance/Animal Control Expenses		\$ 1,859	\$ 2,125	\$ 19,910	\$ 21,200	\$ 1,581	\$ 18,403		
Traffic Control Expenses		\$ 2,223	\$ 2,700	\$ 24,621	\$ 31,550	\$ 2,108	\$ 24,083		
Fire/EMS Contracts		\$ 6,387	\$ 6,392	\$ 63,863	\$ 63,956	\$ 6,220	\$ 67,196		
Total Public Safety Expenses		\$ 10,469	\$ 11,217	\$ 108,394	\$ 116,706	\$ 9,909	\$ 109,682		
Total General Fund Operational Expenses		\$ 41,158	\$ 42,269	\$ 499,193	\$ 505,354	\$ 44,108	\$ 455,228		
Operational Net Gain/Loss		\$ (17,256)	\$ (19,837)	\$ 86,988	\$ 65,271	\$ (21,852)	\$ 112,804		
Total Capital Purchases/Transfers Out		\$ 15,000	\$ 19,500	\$ 110,109	\$ 119,500	\$ -	\$ 25,000		
Total General Fund Expenses		\$ 56,158	\$ 61,769	\$ 609,302	\$ 624,854	\$ 44,108	\$ 480,228		
Fund Net Gain/Loss		\$ (32,256)	\$ (39,337)	\$ (23,121)	\$ (54,229)	\$ (21,852)	\$ 87,804		

# City of Meadowlakes

## Condensed Financial Statements

### Debt Service Fund

#### Debt Service Fund - Balance Sheet

	Jul 31, 19	July 31, 18	July 31, 17
<b>ASSETS</b>			
Current Assets			
Checking/Savings	\$ 399,511	\$ 411,227	\$ 409,637
Total Current Assets	\$ 399,511	\$ 411,227	\$ 409,637
Other Assets	\$ 11,249	\$ 12,289	\$ 10,958
<b>TOTAL ASSETS</b>	<b><u>\$ 410,760</u></b>	<b><u>\$ 423,516</u></b>	<b><u>\$ 420,595</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
	\$ 11,249	\$ 12,290	\$ 10,958
Total Current Liabilities	\$ 11,249	\$ 12,290	\$ 10,958
Total Liabilities	\$ 11,249	\$ 12,290	\$ 10,958
Equity	\$ 399,511	\$ 411,226	\$ 409,637
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>\$ 410,760</u></b>	<b><u>\$ 423,516</u></b>	<b><u>\$ 420,595</u></b>

#### Change in Cash Since Beginning of FY

Month	Cash Flow for Month	Month	Cash Flow for Month
Oct-18	\$ 10,475	May-19	\$ 8,341
Nov-18	\$ 36,007	Jun-19	\$ 10,279
Dec-18	\$ 167,732	Jul-19	\$ 6,004
Jan-19	\$ 96,367	Aug-19	
Feb-19	\$ 22,253	Sep-19	
Mar-19	\$ 11,619		
Apr--19	\$ 11,134		
<b>Year-to-Date Change in Cash</b>			<b>\$ 380,211</b>

# City of Meadowlakes

## Condensed Financial Statements

<b>Debt Service Fund -Profit and Loss</b>	<b>Jul 19</b>	<b>Budget Jul 19</b>	<b>Year to Date</b>	<b>Budget FY19</b>	<b>Y-T-D</b>	<b>Jul 2018</b>	<b>Y-T-D</b>	<b>FY18</b>
<b>Ordinary Income/Expense</b>								
<b>Income</b>								
<b>06-4120 • Ad Valorem Tax</b>	\$ 957	\$ 764	\$ 352,042	\$ 352,279	\$ 1,634	\$ 348,551		
<b>06-5440 • Interest Earned on Investments</b>	\$ 588	\$ 450	\$ 4,343	\$ 2,500	\$ 459	\$ 2,201		
<b>Total Income</b>	<u>\$ 1,545</u>	<u>\$ 1,214</u>	<u>\$ 356,385</u>	<u>\$ 354,779</u>	<u>\$ 2,093</u>	<u>\$ 350,752</u>		
<b>Expense</b>								
<b>06-9100 • 2013 Bond Expense</b>								
<b>06-9150 • 2013 Bond Principal</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>06-9170 • 2013 Bond Interest Expense</b>	\$ -	\$ -	\$ 20,756	\$ 20,757	\$ -	\$ 24,702		
<b>Total 06-9100 • 2013 Bond Expense</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,756</u>	<u>\$ 20,757</u>	<u>\$ -</u>	<u>\$ 24,702</u>		
<b>Total Expense</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,756</u>	<u>\$ 20,757</u>	<u>\$ -</u>	<u>\$ 24,702</u>		
<b>Net Ordinary Income</b>	<u>\$ 1,545</u>	<u>\$ 1,214</u>	<u>\$ 335,629</u>	<u>\$ 334,022</u>	<u>\$ 2,093</u>	<u>\$ 326,050</u>		
<b>Other Income/Expense</b>								
<b>Other Income</b>								
<b>06-8200 • Transfers In from Other Funds</b>	\$ 4,458	\$ 23,959	\$ 44,583	\$ 64,082	\$ 6,875	\$ 61,875		
<b>Total Other Income</b>	<u>\$ 4,458</u>	<u>\$ 23,959</u>	<u>\$ 44,583</u>	<u>\$ 64,082</u>	<u>\$ 6,875</u>	<u>\$ 61,875</u>		
<b>Net Other Income</b>	<u>\$ 4,458</u>	<u>\$ 23,959</u>	<u>\$ 44,583</u>	<u>\$ 64,082</u>	<u>\$ 6,875</u>	<u>\$ 61,875</u>		
<b>Net Income</b>	<u><u>\$ 6,003</u></u>	<u><u>\$ 25,173</u></u>	<u><u>\$ 380,212</u></u>	<u><u>\$ 398,104</u></u>	<u><u>\$ 8,968</u></u>	<u><u>\$ 387,925</u></u>		

# City of Meadowlakes

## Condensed Financial Statements

### Public Works Fund

Public Works Fund Balance Sheet			
	Jul 31, 19	July 31, 18	July 31, 17
<b>ASSETS</b>			
Current Assets			
Checking/Savings	\$ 395,386	\$ 601,877	\$ 524,966
Other Current Assets	\$ 170,350	\$ 133,371	\$ 118,297
Total Current Assets	\$ 565,736	\$ 735,248	\$ 643,263
Fixed Assets	\$ 3,526,285	\$ 3,568,730	\$ 3,613,747
Other Assets	\$ 11,977	\$ 17,298	\$ 38,955
<b>TOTAL ASSETS</b>	<b>\$ 4,103,998</b>	<b>\$ 4,321,276</b>	<b>\$ 4,295,965</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable	\$ 43,767	\$ 55,726	\$ 35,082
Other Current Liabilities	\$ 97,014	\$ 100,902	\$ 94,016
Total Current Liabilities	\$ 140,781	\$ 156,628	\$ 129,098
Long Term Liabilities	\$ 24,488	\$ 12,101	\$ 16,770
Total Liabilities	\$ 165,269	\$ 168,729	\$ 145,868
Equity	\$ 3,938,729	\$ 4,152,548	\$ 4,150,097
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 4,103,998</b>	<b>\$ 4,321,277</b>	<b>\$ 4,295,965</b>

### Change in Cash Since Beginning of FY

Month	Cash Flow for Month	Month	Cash Flow for Month
Oct-18	\$ (38,601)	May-19	\$21,653
Nov-18	\$ (76,842)	Jun-19	(\$23,411)
Dec-18	\$ (87,349)	Jul-19	\$45,328
Jan-19	\$ (1,370)	Aug-19	
Feb-19	\$ (4,498)	Sep-19	
Mar-19	\$ (92,569)		
Apr-19	\$ 13,716		
Change in Cash Fiscal Year to Date			\$ (243,944)

# City of Meadowlakes

## Condensed Financial Statements

Utility Fund - Profit and Loss		Jul 19	Budget Jul 19	Year to Date	Budget FY19	Y-T-D	Jul 2018	Y-T-D	FY18			
Ordinary Income/Expense												
Income												
5010 • Water Revenue	\$	49,086	\$	59,099	\$	326,359	\$	401,853	\$	57,824	\$	393,185
5020 • Sewer Revenues	\$	43,910	\$	44,165	\$	440,228	\$	439,719	\$	44,051	\$	438,588
5030 • Garbage Revenue	\$	18,975	\$	19,030	\$	188,884	\$	187,813	\$	18,453	\$	182,115
5110 • Contract Services	\$	-	\$	-	\$	-	\$	-	\$	8,075	\$	80,750
5120 • Water Connect Fee Revenue	\$	925	\$	-	\$	8,325	\$	4,625	\$	-	\$	6,275
5130 • Sewer Connect Fee Revenue	\$	725	\$	-	\$	6,525	\$	3,625	\$	-	\$	5,075
5140 • Transfer Fee	\$	375	\$	150	\$	1,770	\$	1,650	\$	275	\$	1,200
5150 • Penalty & Interest Earned	\$	529	\$	700	\$	6,699	\$	6,650	\$	786	\$	7,209
5170 • Miscellaneous Revenues	\$	54	\$	100	\$	12,614	\$	4,800	\$	284	\$	14,454
5181 • Non-Rev-Xfer In-General Fund	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
5200 • Interest earned on Investments	\$	-	\$	170	\$	4,089	\$	1,660	\$	446	\$	2,537
Total Income	\$	114,579	\$	123,414	\$	995,493	\$	1,052,395	\$	130,194	\$	1,131,388
Expense												
Total Employee Related Expenses	\$	32,956	\$	37,057	\$	331,008	\$	359,319	\$	30,947	\$	323,266
Total Administrative Expenses	\$	314	\$	1,290	\$	33,509	\$	35,570	\$	1,458	\$	34,554
Total Operating Expenses	\$	26,837	\$	22,775	\$	212,113	\$	396,790	\$	40,969	\$	251,537
Total Garbage Expense	\$	16,182	\$	17,225	\$	165,905	\$	169,475	\$	16,684	\$	164,217
Total Transfers to Other Funds	\$	12,166	\$	12,166	\$	121,666	\$	121,662	\$	24,000	\$	240,000
Total Operating Expenses	\$	88,455	\$	90,513	\$	864,201	\$	1,082,816	\$	114,058	\$	1,013,574
Total Operating Fund Net Gain/ Loss	\$	26,124	\$	32,901	\$	131,292	\$	(30,421)	\$	16,136	\$	117,814
Capital Purchases/Improvements Expense	\$	-	\$	-	\$	333,443	\$	332,000	\$	36,081	\$	36,081
Total Fund Net Gain/Loss	\$	26,124	\$	32,901	\$	(202,151)	\$	(362,421)	\$	(19,945)	\$	81,733

# City of Meadowlakes

## Condensed Financial Statements

### Recreation Fund

Recreation Fund Balance Sheet			
	Jul 31, 19	July 31, 18	July 31, 17
<b>ASSETS</b>			
Current Assets			
Checking/Savings	\$ 27,405	\$ 269,228	\$ 56,345
Accounts Receivable	\$ -	\$ -	\$ -
Other Current Assets	\$ 41,198	\$ 36,847	\$ 24,540
Total Current Assets	\$ 68,603	\$ 306,075	\$ 80,885
Fixed Assets	\$ 501,112	\$ 301,643	\$ 344,021
Other Assets	\$ 50,701	\$ 57,212	\$ 3,655
<b>TOTAL ASSETS</b>	<b>\$ 620,416</b>	<b>\$ 664,930</b>	<b>\$ 428,561</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable	\$ 106,808	\$ 109,111	\$ 72,398
Other Current Liabilities	\$ 124,289	\$ 74,065	\$ 73,672
Total Current Liabilities	\$ 231,097	\$ 183,176	\$ 146,070
Long Term Liabilities	\$ 211,120	\$ 313,615	\$ 147,854
Total Liabilities	\$ 442,217	\$ 496,791	\$ 293,924
Equity	\$ 178,199	\$ 168,139	\$ 134,636
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 620,416</b>	<b>\$ 664,930</b>	<b>\$ 428,560</b>

### Change in Cash Since Beginning of FY

Month	Cash Flow for Month	Month	Cash Flow for Month
Oct-18	\$ (11,585)	May-19	\$14,307
Nov-18	\$ 279	Jun-19	(\$8,046)
Dec-18	\$ 8,362	Jul-19	(\$6,739)
Jan-19	\$ (1,388)	Aug-19	
Feb-19	\$ 22,368	Sep-19	
Mar-19	\$ (3,106)		
Apr-19	\$ (28,903)		
Change in Cash Fiscal Year to Date		\$ (14,451)	

# City of Meadowlakes

## Condensed Financial Statements

Profit and Loss		Jul 19	Budget Jul 19	Year to Date	Budget FY19	Y-T-D	Jul 2018	Y-T-D	FY18			
Ordinary Income/Expense												
Income												
Membership Dues	\$	12,772	\$	16,224	\$	183,806	\$	203,727	\$	16,487	\$	218,595
Total Golf Shop Revenues	\$	34,775	\$	41,189	\$	292,478	\$	357,968	\$	35,358	\$	325,848
Total Food and Beverage Revenues	\$	22,863	\$	23,129	\$	252,101	\$	259,015	\$	18,400	\$	227,479
Transfers in from Other Funds	\$	7,708	\$	7,708	\$	80,583	\$	77,084	\$	7,708	\$	77,086
Total Swim Revenues	\$	1,628	\$	4,900	\$	6,032	\$	6,000	\$	1,399	\$	5,160
Miscellaneous Income	\$	103	\$	250	\$	1,647	\$	2,500	\$	282	\$	4,726
Total Operating Income	\$	79,849	\$	93,400	\$	816,647	\$	906,294	\$	79,634	\$	858,894
Non-Operational Income												
	\$	15,000	\$	-	\$	100,000	\$	100,000	\$	-	\$	25,000
Total Fund Income	\$	94,849	\$	93,400	\$	916,647	\$	1,006,294	\$	79,634	\$	883,894
Operating Expenses												
Total Administrative Expenses	\$	4,703	\$	6,875	\$	47,925	\$	72,127	\$	10,330	\$	83,016
Total Golf Shop Expenses	\$	23,586	\$	17,844	\$	174,962	\$	169,017	\$	17,835	\$	187,363
Total Golf Cart Lease/Purchase	\$	13,443	\$	12,697	\$	53,773	\$	50,800	\$	13,444	\$	13,444
Total Golf Course Maintenance Expense	\$	19,540	\$	24,308	\$	208,063	\$	236,775	\$	20,681	\$	203,470
Total Equipment Lease/Purchase Expense	\$	882	\$	12,846	\$	56,122	\$	55,461	\$	12,708	\$	56,124
Total Pool and Tennis Expense	\$	8,233	\$	6,475	\$	21,441	\$	18,550	\$	5,135	\$	13,700
Total Food and Beverage Expense	\$	26,838	\$	26,277	\$	276,065	\$	281,144	\$	24,707	\$	268,390
Total Operating Expenses	\$	97,225	\$	107,322	\$	838,351	\$	883,874	\$	104,840	\$	825,507
Operating Net Gain/Loss	\$	(17,376)	\$	(13,922)	\$	(21,704)	\$	22,420	\$	(25,206)	\$	33,387
Capital Improvements	\$	-	\$	-	\$	87,206	\$	100,000	\$	1,292	\$	27,155
Total Fund Expenses	\$	97,225	\$	107,322	\$	925,557	\$	983,874	\$	106,132	\$	852,662
Fund Net Gain/Loss	\$	(2,376)	\$	(13,922)	\$	(8,910)	\$	22,420	\$	(26,498)	\$	31,232

# City of Meadowlakes

## Condensed Financial Statements

### Golf Operations P&L

#### Revenues

	Jul 19	Budget Jul 19	Year to Date	Budget Y-T-D FY19	Jul 2018	Y-T-D FY18
Membership Due	\$ 12,772	\$ 16,224	\$ 183,806	\$ 203,727	\$ 16,487	\$ 218,595
Golf Shop Revenues	\$ 34,775	\$ 41,189	\$ 292,478	\$ 357,968	\$ 35,358	\$ 325,848
<b>Total Golfing Related Revenues</b>	<b>\$ 47,547</b>	<b>\$ 57,413</b>	<b>\$ 476,284</b>	<b>\$ 561,695</b>	<b>\$ 51,845</b>	<b>\$ 544,443</b>

#### Expenses

<b>Golf Shop Expenses</b>						
Employee Related Expenses	\$ 14,631	\$ 11,418	\$ 129,427	\$ 121,719	\$ 12,164	\$ 124,114
Other Operating Golf Shop Expenses	\$ 1,160	\$ 2,026	\$ 6,092	\$ 11,648	\$ 457	\$ 10,642
Inventory Purchased	\$ 7,087	\$ 4,100	\$ 35,652	\$ 30,600	\$ 4,635	\$ 27,760
Golf Cart Related Expenses	\$ 14,151	\$ 13,097	\$ 57,232	\$ 55,550	\$ 14,406	\$ 38,291
<b>Total Golf Shop Expenses</b>	<b>\$ 37,029</b>	<b>\$ 30,641</b>	<b>\$ 228,403</b>	<b>\$ 219,517</b>	<b>\$ 31,662</b>	<b>\$ 200,807</b>
 <b>Golf Course Maintenance Expense</b>						
Employee Related Expenses	\$ 15,393	\$ 18,032	\$ 154,309	\$ 176,207	\$ 14,570	\$ 148,389
Other Golf Course Related Expenses	\$ 4,147	\$ 6,276	\$ 53,754	\$ 60,568	\$ 6,111	\$ 55,081
Equipment Lease/Purchase Expense	\$ 882	\$ 12,846	\$ 56,122	\$ 55,461	\$ 12,708	\$ 56,124
<b>Total Golf Course Maintenance Expense</b>	<b>\$ 20,422</b>	<b>\$ 37,154</b>	<b>\$ 264,185</b>	<b>\$ 292,236</b>	<b>\$ 33,389</b>	<b>\$ 259,594</b>
 <b>Total Golf Related Expenses</b>	<b>\$ 57,451</b>	<b>\$ 67,795</b>	<b>\$ 492,588</b>	<b>\$ 511,753</b>	<b>\$ 65,051</b>	<b>\$ 460,401</b>
 <b>GOLF OPERATIONS NET GAIN/LOSS</b>	<b>\$ (9,904)</b>	<b>\$ (10,382)</b>	<b>\$ (16,304)</b>	<b>\$ 49,942</b>	<b>\$ (13,206)</b>	<b>\$ 84,042</b>



# City of Meadowlakes

## Condensed Financial Statements

### Food & Beverage Operations P&L

	Jul 19	Budget Jul 19	Year to Date	Budget Y-T-D FY19	Jul 2018	Y-T-D FY18
<b><u>Revenues</u></b>						
Restaurant and Bar Sales	\$ 22,863	\$ 23,129	\$ 252,101	\$ 259,015	\$ 18,400	\$ 227,479
<b><u>Expenses</u></b>						
Employee Related Expenses	\$ 14,334	\$ 16,077	\$ 155,467	\$ 169,494	\$ 16,241	\$ 151,578
Other Food and Beverage Expenses	\$ 12,504	\$ 10,200	\$ 120,598	\$ 111,650	\$ 8,466	\$ 116,812
<b>Total F&amp;B Operations Expenses</b>	<b>\$ 26,838</b>	<b>\$ 26,277</b>	<b>\$ 276,065</b>	<b>\$ 281,144</b>	<b>\$ 24,707</b>	<b>\$ 268,390</b>
 F&B Operations Net Gain/Loss	 \$ (3,975)	 \$ (3,148)	 \$ (23,964)	 \$ (22,129)	 \$ (6,307)	 \$ (40,911)

### Swim & Tennis

<b><u>Revenues</u></b>	\$ 1,628	\$ 4,900	\$ 6,032	\$ 6,000	\$ 1,399	\$ 5,160
<b><u>Expenses</u></b>	\$ 8,233	\$ 6,475	\$ 21,441	\$ 18,550	\$ 5,135	\$ 13,700
 Swim and Tennis Net Gain/Loss	 \$ (6,605)	 \$ (1,575)	 \$ (15,409)	 \$ (12,550)	 \$ (3,736)	 \$ (8,540)

# City of Meadowlakes

## Condensed Financial Statements

### Payroll All Funds for the Month of July 2019

Pay period: 5-23 to 6-5-19  
 Pay Date: July 8, 2019

Fund:	<u>Public Works</u>	<u>General Fund</u>	<u>Recreation Fund</u>
Payroll	\$ 11,456	\$ 11,607	\$ 17,966
FICA	\$ 876	\$ 888	\$ 1,374
TMRS	\$ 275	\$ 276	\$ 353
Total Payroll	<u>\$ 12,608</u>	<u>\$ 12,771</u>	<u>\$ 19,693</u>
TOTAL THIS PAY PERIOD:	<u><u>\$ 45,072</u></u>		

Pay period: 6-6 to 6-19-19  
 Pay Date: July 22, 2019

Fund:	<u>Public Works</u>	<u>General Fund</u>	<u>Recreation Fund</u>
Payroll	\$ 11,531	\$ 11,754	\$ 17,009
FICA	\$ 882	\$ 899	\$ 1,545
TMRS	\$ 275	\$ 279	\$ 343
Total Payroll	<u>\$ 12,687</u>	<u>\$ 12,933</u>	<u>\$ 18,897</u>
TOTAL THIS PAY PERIOD:	<u><u>\$ 44,517</u></u>		

Pay period:  
 Pay Date:

Fund:	<u>Public Works</u>	<u>General Fund</u>	<u>Recreation Fund</u>
Payroll	\$ -	\$ -	\$ -
FICA	\$ -	\$ -	\$ -
TMRS	\$ -	\$ -	\$ -
Total Payroll	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
TOTAL THIS PAY PERIOD:	<u><u>\$ -</u></u>		

Total Payroll \$ 89,589

**City of Meadowlakes**  
**General Fund Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	07/01/2019	Marble Falls Area VFD	05-1035 · BancorpSouth		-3,094.58
				05-6620 · Marble Falls Fire	-3,094.58	3,094.58
TOTAL					-3,094.58	3,094.58
Check	EFT	07/01/2019	Adams, Don	05-1035 · BancorpSouth		-200.00
				05-5727 · Office Lease - Judge	-200.00	200.00
TOTAL					-200.00	200.00
Check	EFT	07/01/2019	Rebecca DyAnn Lange	05-1035 · BancorpSouth		-300.00
				05-5720 · Prosecuting Attorney	-300.00	300.00
TOTAL					-300.00	300.00
Check	EFT	07/10/2019	Marble Falls Area EMS Inc	05-1035 · BancorpSouth		-3,291.67
				05-6610 · Marble Falls EMS	-3,291.67	3,291.67
TOTAL					-3,291.67	3,291.67
Bill Pmt -C 15871		07/03/2019	Mary Ellen Keith	05-1035 · BancorpSouth		-1,381.25
Bill	June 2019 :	06/28/2019		05-6110 · City Attorney-General	-1,381.25	1,381.25
TOTAL					-1,381.25	1,381.25
Bill Pmt -C 15872		07/05/2019	ATS	05-1035 · BancorpSouth		-445.50
Bill	I-815917	05/13/2019		05-2340 · Inspection Fees	-198.00	198.00
Bill	I-824455	06/21/2019		05-2340 · Inspection Fees	-198.00	198.00
Bill	I-825299	06/28/2019		05-2340 · Inspection Fees	-49.50	49.50
TOTAL					-445.50	445.50
Bill Pmt -C 15873		07/05/2019	Card Service Center	05-1035 · BancorpSouth		-2,690.52
Bill	6/28/19 Stn	06/28/2019		05-6330 · Postage	-34.75	34.75
				05-6355 · Miscellaneous	-85.24	85.24
				05-6320 · Office Expense/Supplies	-5.28	5.28
Bill	6/28/19 Stn	06/28/2019		05-6365 · Website Hosting & Upgrade	-159.36	159.36
				05-1583 · RCC Receivable	-2,057.95	2,057.95
				05-1582 · PWD Receivable	-63.00	63.00
				05-6355 · Miscellaneous	-90.49	90.49
Bill	6/28/19 Stn	06/28/2019		05-1583 · RCC Receivable	-115.56	115.56
				05-1583 · RCC Receivable	-27.58	27.58
				05-6320 · Office Expense/Supplies	-20.57	20.57
				05-5280 · Supplies/Miscellaneous	-14.99	14.99
				05-5280 · Supplies/Miscellaneous	-15.75	15.75
TOTAL					-2,690.52	2,690.52

**City of Meadowlakes**  
**General Fund Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -C 15874</b>		<b>07/05/2019</b>	<b>Pedernales Electric Coop</b>	<b>05-1035 · BancorpSouth</b>		<b>-275.41</b>
Bill	6/26/19 Stn	06/26/2019		05-6420 · Electric Service	-275.41	275.41
TOTAL					-275.41	275.41
<b>Bill Pmt -C 15875</b>		<b>07/05/2019</b>	<b>Quill Corporation</b>	<b>05-1035 · BancorpSouth</b>		<b>-278.94</b>
Bill	818827	06/19/2019		05-6320 · Office Expense/Supplies	-278.94	278.94
TOTAL					-278.94	278.94
<b>Bill Pmt -C 15876</b>		<b>07/05/2019</b>	<b>Xerox Corporation</b>	<b>05-1035 · BancorpSouth</b>		<b>-265.59</b>
Bill	715197474	06/20/2019		05-6325 · Lease-Copier	-189.71	189.71
				05-6320 · Office Expense/Supplies	-75.88	75.88
TOTAL					-265.59	265.59
<b>Bill Pmt -C 15877</b>		<b>07/11/2019</b>	<b>ATS</b>	<b>05-1035 · BancorpSouth</b>		<b>-148.50</b>
Bill	I-825920	07/05/2019		05-2340 · Inspection Fees	-148.50	148.50
TOTAL					-148.50	148.50
<b>Bill Pmt -C 15878</b>		<b>07/11/2019</b>	<b>Burnet Vet Clinic Inc</b>	<b>05-1035 · BancorpSouth</b>		<b>-120.00</b>
Bill	7/1/19 Stmt	07/01/2019		05-5360 · Pet Holding Fee/Rabies	-120.00	120.00
TOTAL					-120.00	120.00
<b>Bill Pmt -C 15879</b>		<b>07/18/2019</b>	<b>Sharon Eppler</b>	<b>05-1035 · BancorpSouth</b>		<b>-50.00</b>
Bill	REFUND	07/08/2019		05-4290 · Misc. Bldg Revenue	-50.00	50.00
TOTAL					-50.00	50.00
<b>Bill Pmt -C 15880</b>		<b>07/25/2019</b>	<b>Public Works Division</b>	<b>05-1035 · BancorpSouth</b>		<b>-1,045.78</b>
Bill	19-0630-01	06/30/2019		05-6410 · Office Building Renovations	-143.73	143.73
				05-5230 · Ordinance Misc. Exp.	-38.64	38.64
				05-5280 · Supplies/Miscellaneous	-35.41	35.41
				05-6365 · Website Hosting & Upgrade	-120.00	120.00
				05-6326 · Office Equipment Repair & Maint	-708.00	708.00
TOTAL					-1,045.78	1,045.78
<b>Bill Pmt -C 15881</b>		<b>07/25/2019</b>	<b>Municipal Code Corporation</b>	<b>05-1035 · BancorpSouth</b>		<b>-900.00</b>
Bill	00330753	07/08/2019		05-6366 · Codification Expense	-900.00	900.00
TOTAL					-900.00	900.00
<b>Bill Pmt -C 15882</b>		<b>07/25/2019</b>	<b>Quill Corporation</b>	<b>05-1035 · BancorpSouth</b>		<b>-108.56</b>
Bill	8494921	07/03/2019		05-6320 · Office Expense/Supplies	-4.19	4.19
Bill	8524311	07/05/2019		05-6320 · Office Expense/Supplies	-104.37	104.37
TOTAL					-108.56	108.56

City of Meadowlakes  
General Fund Check Detail  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -C	15883	07/25/2019	Mustang Lube	05-1035 · BancorpSouth		-49.00
Bill	125926	07/22/2019		05-5230 · Ordinance Misc. Exp.	-49.00	49.00
TOTAL					-49.00	49.00
Bill Pmt -C	15884	07/29/2019	Northland Communications	05-1035 · BancorpSouth		-143.23
Bill	7/17/19 Stn	07/17/2019		05-6350 · Telephone	-143.23	143.23
TOTAL					-143.23	143.23
Total July 2019 General Fund Disbursements						14,788.53

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	07/15/2019	State Comptroller	1015 - Checking-BancorpSouth		-1,189.08
				3020 - Sales Tax Payable	-1,189.08	1,189.08
TOTAL					-1,189.08	1,189.08
Bill Pmt -Check	17155	07/05/2019	Card Service Center	1015 - Checking-BancorpSouth		-1,221.07
Bill	6/28/19 \$	06/28/2019		6350 - Miscellaneous Operational Exp.	-180.12	180.12
				6335 - Mach/Equip Repair & Maintenance	-12.99	12.99
				1583 - RCC Receivable	-319.96	319.96
				1515 - General Fund Receivables	-708.00	708.00
TOTAL					-1,221.07	1,221.07
Bill Pmt -Check	17156	07/05/2019	Elliott Electric Supply	1015 - Checking-BancorpSouth		-86.62
Bill	6/25/19 \$	06/25/2019		6327 - WWTP Repair & Maintenance	-86.62	86.62
TOTAL					-86.62	86.62
Bill Pmt -Check	17157	07/05/2019	Ford & Crew Home & Hardware	1015 - Checking-BancorpSouth		-158.63
Bill	6/25/19 \$	06/25/2019		6327 - WWTP Repair & Maintenance	-31.90	31.90
				1583 - RCC Receivable	-17.16	17.16
				6328 - Distribution Repair & Maint.	-27.56	27.56
				1583 - RCC Receivable	-23.05	23.05
				6350 - Miscellaneous Operational Exp.	-58.96	58.96
TOTAL					-158.63	158.63
Bill Pmt -Check	17158	07/05/2019	Home Depot Credit Services	1015 - Checking-BancorpSouth		-393.05
Bill	6/21/19 \$	06/21/2019		6350 - Miscellaneous Operational Exp.	-267.43	267.43
				1583 - RCC Receivable	-60.92	60.92
				1583 - RCC Receivable	-64.70	64.70
TOTAL					-393.05	393.05
Bill Pmt -Check	17159	07/05/2019	NAPA-Third Coast Distributing	1015 - Checking-BancorpSouth		-154.93
Bill	6/29/19 \$	06/29/2019		6327 - WWTP Repair & Maintenance	-140.94	140.94
				6330 - Vehicle Repair & Maintenance	-13.99	13.99
TOTAL					-154.93	154.93
Bill Pmt -Check	17160	07/05/2019	Tractor Supply	1015 - Checking-BancorpSouth		-389.94
Bill	6/28/19 \$	06/28/2019		1583 - RCC Receivable	-389.94	389.94
TOTAL					-389.94	389.94
Bill Pmt -Check	17161	07/11/2019	Aqua-Tech Laboratories, Inc.	1015 - Checking-BancorpSouth		-288.00
Bill	31785	06/16/2019		6318 - Outside Testing Wastewater	-159.00	159.00
				6320 - Water Outside Testing Expense	-129.00	129.00
TOTAL					-288.00	288.00

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>17162</b>	<b>07/11/2019</b>	<b>Chad Bishop</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-76.93</b>
Bill	REFUND	07/01/2019		3010 · Service Deposits Payable	-76.93	76.93
TOTAL					-76.93	76.93
<b>Bill Pmt -Check</b>	<b>17163</b>	<b>07/11/2019</b>	<b>Debbie Holley</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-19.14</b>
Bill	REIMBU	06/28/2019		6180 · Employee Training & Travel Exp	-19.14	19.14
TOTAL					-19.14	19.14
<b>Bill Pmt -Check</b>	<b>17164</b>	<b>07/11/2019</b>	<b>DPC Industries, Inc</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-677.18</b>
Bill	7670016	05/11/2019		6316 · WTP Chemical Expense	-338.59	338.59
Bill	7670029	06/20/2019		6316 · WTP Chemical Expense	-338.59	338.59
TOTAL					-677.18	677.18
<b>Bill Pmt -Check</b>	<b>17165</b>	<b>07/11/2019</b>	<b>Grainger</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-94.04</b>
Bill	9211680	06/20/2019		6314 · R&M-Plant & Pump Station	-94.04	94.04
TOTAL					-94.04	94.04
<b>Bill Pmt -Check</b>	<b>17166</b>	<b>07/11/2019</b>	<b>John Schneider</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-9.21</b>
Bill	REFUND	07/01/2019		3010 · Service Deposits Payable	-9.21	9.21
TOTAL					-9.21	9.21
<b>Bill Pmt -Check</b>	<b>17167</b>	<b>07/11/2019</b>	<b>Julie Zavala</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-7.41</b>
Bill	REFUND	07/01/2019		3010 · Service Deposits Payable	-7.41	7.41
TOTAL					-7.41	7.41
<b>Bill Pmt -Check</b>	<b>17168</b>	<b>07/11/2019</b>	<b>Kelli McCord</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-74.75</b>
Bill	REFUND	07/01/2019		3010 · Service Deposits Payable	-74.75	74.75
TOTAL					-74.75	74.75
<b>Bill Pmt -Check</b>	<b>17169</b>	<b>07/11/2019</b>	<b>Kimmy Wider</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-16.21</b>
Bill	REFUND	07/01/2019		3010 · Service Deposits Payable	-16.21	16.21
TOTAL					-16.21	16.21
<b>Bill Pmt -Check</b>	<b>17170</b>	<b>07/11/2019</b>	<b>Lowe's</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-176.90</b>
Bill	7/2/19 St	07/02/2019		6365 · Small Tools	-151.05	151.05
				1583 · RCC Receivable	-25.85	25.85
TOTAL					-176.90	176.90
<b>Bill Pmt -Check</b>	<b>17171</b>	<b>07/11/2019</b>	<b>PEC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-5,345.21</b>
Bill	6/26/19 S	06/26/2019		6305 · Water Treatment Electrical	-2,680.09	2,680.09
				6304 · Wastewater Electrical	-2,665.12	2,665.12
TOTAL					-5,345.21	5,345.21

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>17172</b>	<b>07/11/2019</b>	<b>Raymond Staton</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-100.00</b>
Bill	REFUND	07/01/2019		3010 - Service Deposits Payable	-100.00	100.00
TOTAL					-100.00	100.00
<b>Bill Pmt -Check</b>	<b>17173</b>	<b>07/11/2019</b>	<b>UniFirst Holdings, Inc.</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-404.44</b>
Bill	8222193	05/06/2019		6170 - Employee Uniform Expense	-55.84	55.84
Bill	8222184	05/08/2019		6170 - Employee Uniform Expense	-55.84	55.84
Bill	8222175	05/11/2019		6170 - Employee Uniform Expense	-55.84	55.84
Bill	8222211	07/01/2019		6170 - Employee Uniform Expense	-55.84	55.84
Bill	8222211	07/01/2019		6170 - Employee Uniform Expense	-181.08	181.08
TOTAL					-404.44	404.44
<b>Bill Pmt -Check</b>	<b>17174</b>	<b>07/11/2019</b>	<b>USA BlueBook</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-184.58</b>
Bill	928387	06/19/2019		6316 - WTP Chemical Expense	-184.58	184.58
TOTAL					-184.58	184.58
<b>Bill Pmt -Check</b>	<b>17175</b>	<b>07/11/2019</b>	<b>Wex Bank</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-840.52</b>
Bill	7/6/19 St	07/06/2019		6341 - Vehicle Fuel	-710.05	711.44
				1515 - General Fund Receivables	-86.27	86.44
				6342 - Machinery Fuel	-44.20	44.29
TOTAL					-840.52	842.17
<b>Bill Pmt -Check</b>	<b>17176</b>	<b>07/18/2019</b>	<b>AT&amp;T Mobility</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-188.95</b>
Bill	7/1/19 St	07/01/2019		6260 - Telephone Expense	-188.95	188.95
TOTAL					-188.95	188.95
<b>Bill Pmt -Check</b>	<b>17177</b>	<b>07/18/2019</b>	<b>Austin Turf &amp; Tractor</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-118.95</b>
Bill	955841	06/20/2019		6335 - Mach/Equip Repair & Maintenance	-118.95	118.95
TOTAL					-118.95	118.95
<b>Bill Pmt -Check</b>	<b>17178</b>	<b>07/18/2019</b>	<b>Debbie Holley</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-33.41</b>
Bill	REIMBU	07/12/2019		6180 - Employee Training & Travel Exp	-33.41	33.41
TOTAL					-33.41	33.41
<b>Bill Pmt -Check</b>	<b>17179</b>	<b>07/18/2019</b>	<b>DPC Industries, Inc</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-140.00</b>
Bill	DE76001	06/30/2019		6317 - WWTP Chemicals	-140.00	140.00
TOTAL					-140.00	140.00
<b>Bill Pmt -Check</b>	<b>17180</b>	<b>07/18/2019</b>	<b>Ewald Kubota, Inc.</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-25.01</b>
Bill	3515218	06/27/2019		6335 - Mach/Equip Repair & Maintenance	-25.01	25.01
TOTAL					-25.01	25.01



**City of Meadowlakes-Utility Fund**  
**Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>17181</b>	<b>07/18/2019</b>	<b>Joseph Raffels</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-78.35</b>
Bill	REFUND	06/30/2019		3010 · Service Deposits Payable	-78.35	78.35
TOTAL					-78.35	78.35
<b>Bill Pmt -Check</b>	<b>17182</b>	<b>07/18/2019</b>	<b>Pinnacle Propane, LLC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-687.72</b>
Bill	010903	06/25/2019		6342 · Machinery Fuel	-687.72	687.72
TOTAL					-687.72	687.72
<b>Bill Pmt -Check</b>	<b>17183</b>	<b>07/18/2019</b>	<b>Precision Calibrate Meter</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-4,424.00</b>
Bill	1034	07/15/2019		6314 · R&M-Plant & Pump Station	-4,424.00	4,424.00
TOTAL					-4,424.00	4,424.00
<b>Bill Pmt -Check</b>	<b>17184</b>	<b>07/18/2019</b>	<b>Quill</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-143.96</b>
Bill	8388293	06/27/2019		6250 · Office Supplies	-38.99	38.99
				6350 · Miscellaneous Operational Exp.	-104.97	104.97
TOTAL					-143.96	143.96
<b>Bill Pmt -Check</b>	<b>17185</b>	<b>07/18/2019</b>	<b>Sheridan Environmental</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-613.65</b>
Bill	6167	06/30/2019		6327 · WWTP Repair & Maintenance	-613.65	613.65
TOTAL					-613.65	613.65
<b>Bill Pmt -Check</b>	<b>17186</b>	<b>07/18/2019</b>	<b>Stone Canyon Homes, LLC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-76.55</b>
Bill	REFUND	07/18/2019		3010 · Service Deposits Payable	-76.55	76.55
TOTAL					-76.55	76.55
<b>Bill Pmt -Check</b>	<b>17187</b>	<b>07/18/2019</b>	<b>Techline Pipe L.P.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-220.48</b>
Bill	1094943	06/13/2019		6328 · Distribution Repair & Maint.	-220.48	220.48
TOTAL					-220.48	220.48
<b>Bill Pmt -Check</b>	<b>17188</b>	<b>07/18/2019</b>	<b>US Oxo, LLC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-78.50</b>
Bill	12167	06/30/2019		6317 · WWTP Chemicals	-78.50	78.50
TOTAL					-78.50	78.50
<b>Bill Pmt -Check</b>	<b>17189</b>	<b>07/18/2019</b>	<b>Waste Management</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-16,343.21</b>
Bill	0039863	06/28/2019		6510 · Garbage Service Expense	-53.93	53.93
Bill	0041662	06/28/2019		6510 · Garbage Service Expense	-16,289.28	16,289.28
TOTAL					-16,343.21	16,343.21
<b>Bill Pmt -Check</b>	<b>17190</b>	<b>07/18/2019</b>	<b>Lewis Larson Lloyd, Jr</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-416.60</b>
Bill	REFUND	07/18/2019		1510 · Service Receivables	-416.60	416.60
TOTAL					-416.60	416.60

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>17191</b>	<b>07/18/2019</b>	<b>Robert Sotkovski</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-120.34</b>
Bill	REIMBU	07/18/2019		6180 - Employee Training & Travel Exp	-120.34	120.34
TOTAL					-120.34	120.34
<b>Bill Pmt -Check</b>	<b>17192</b>	<b>07/25/2019</b>	<b>DPC Industries, Inc</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-338.59</b>
Bill	7670031	07/02/2019		6316 - WTP Chemical Expense	-338.59	338.59
TOTAL					-338.59	338.59
<b>Bill Pmt -Check</b>	<b>17193</b>	<b>07/25/2019</b>	<b>Samuel Oelsclegel</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-9.21</b>
Bill	REFUND	07/22/2019		3010 - Service Deposits Payable	-9.21	9.21
TOTAL					-9.21	9.21
<b>Bill Pmt -Check</b>	<b>17194</b>	<b>07/25/2019</b>	<b>Sonja Smith</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-100.00</b>
Bill	REFUND	07/22/2019		3010 - Service Deposits Payable	-100.00	100.00
TOTAL					-100.00	100.00
<b>Bill Pmt -Check</b>	<b>17195</b>	<b>07/25/2019</b>	<b>UniFirst Holdings, Inc.</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-543.24</b>
Bill	8222213	07/08/2019		6170 - Employee Uniform Expense	-181.08	181.08
Bill	8222215	07/15/2019		6170 - Employee Uniform Expense	-181.08	181.08
Bill	8222218	07/22/2019		6170 - Employee Uniform Expense	-181.08	181.08
TOTAL					-543.24	543.24
<b>Bill Pmt -Check</b>	<b>17196</b>	<b>07/25/2019</b>	<b>United Rentals</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-104.09</b>
Bill	1716993	07/19/2019		6335 - Mach/Equip Repair & Maintenance	-104.09	104.09
TOTAL					-104.09	104.09
<b>Bill Pmt -Check</b>	<b>17197</b>	<b>07/29/2019</b>	<b>XLR8</b>	<b>1015 - Checking-BancorpSouth</b>		<b>-1,506.00</b>
Bill	6719	07/24/2019		6170 - Employee Uniform Expense	-1,506.00	1,506.00
TOTAL					-1,506.00	1,506.00
<b>Total July 2019 Utility Fund Disbursements</b>						<b>38,221.95</b>

**Recreation Fund**  
**Check Detail**  
July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	07/15/2019	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-2,003.81
TOTAL				03-2026 · Sales Tax Payable	-2,003.81	2,003.81
					-2,003.81	2,003.81
Check	EFT	07/15/2019	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-795.96
TOTAL				03-6525 · Alcohol Tax	-795.96	795.96
					-795.96	795.96
Check	EFT	07/15/2019	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-646.42
TOTAL				03-2029 · Alcohol Tax Payable	-646.42	646.42
					-646.42	646.42
Check	EFT	07/31/2019	Security State Bank	03-1012 · Bancorp South Cking Acct #1910		-13,443.30
TOTAL				03-6211 · Cart Lease/Purchase-Principal	-11,940.88	11,940.88
				03-6212 · Golf Cart Lease/Purchase-Int.	-1,502.42	1,502.42
					-13,443.30	13,443.30
Bill Pmt -Check	2963	07/05/2019	YMCA	03-1012 · Bancorp South Cking Acct #1910		-9,532.19
Bill	6/30/19	06/30/2019		03-6612 · Wages - Part Time/Seasonal	-9,532.19	9,532.19
TOTAL					-9,532.19	9,532.19
Bill Pmt -Check	2964	07/05/2019	Acushnet Company	03-1012 · Bancorp South Cking Acct #1910		-912.35
Bill	9175237	05/17/2019		03-6160 · Inventory Purchased	-912.35	912.35
TOTAL					-912.35	912.35
Bill Pmt -Check	2965	07/05/2019	AlSCO, Inc.	03-1012 · Bancorp South Cking Acct #1910		-312.45
Bill	6/30/19	06/30/2019		03-6573 · Linen	-312.45	312.45
TOTAL					-312.45	312.45
Bill Pmt -Check	2966	07/05/2019	Card Service Center	03-1012 · Bancorp South Cking Acct #1910		-2,866.91
Bill	6/28/19	06/28/2019		03-6040 · Office Supplies	-163.91	163.91
Bill	6/28/19	06/28/2019		03-6160 · Inventory Purchased	-107.19	107.19
				03-6122 · Miscellaneous and Supplies	-58.99	58.99
				03-6549 · Food Exp	-1,886.61	1,889.83
				03-6552 · Other Food & Beverage Supplies	-314.83	315.37
				03-6540 · Supplies	-313.93	314.47
Bill	6/28/19	06/28/2019		03-6040 · Office Supplies	-8.11	8.12
TOTAL				03-6049 · Miscellansous Expenses	-13.34	13.34
					-2,866.91	2,871.22
Bill Pmt -Check	2967	07/05/2019	City of Marble Falls	03-1012 · Bancorp South Cking Acct #1910		-88.67
Bill	5/16-6/16	06/16/2019		03-6346 · Sewer & Water	-88.67	88.67
TOTAL					-88.67	88.67
Bill Pmt -Check	2968	07/05/2019	Public Works Fund	03-1012 · Bancorp South Cking Acct #1910		-920.55
Bill	5/16-6/20	06/20/2019		03-6055 · Utilities-Water & Sewer	-234.63	234.63
				03-6055 · Utilities-Water & Sewer	-156.42	156.42

# Recreation Fund

## Check Detail

### July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				03-6346 · Sewer & Water	-68.65	68.65
				03-6346 · Sewer & Water	-460.85	460.85
TOTAL					-920.55	920.55
Bill Pmt -Check	2969	07/05/2019	Collier Materials Inc.	03-1012 · Bancorp South Cking Acct #1910		-340.87
Bill	5038008	06/27/2019		03-6327 · Sand & Soil	-340.87	340.87
TOTAL					-340.87	340.87
Bill Pmt -Check	2970	07/05/2019	Debra Ingalsbe	03-1012 · Bancorp South Cking Acct #1910		-65.59
Bill	REIMBUI	06/12/2019		03-6549 · Food Exp	-65.59	65.59
TOTAL					-65.59	65.59
Bill Pmt -Check	2971	07/05/2019	Foxworth-Galbraith	03-1012 · Bancorp South Cking Acct #1910		-87.36
Bill	1848669	07/01/2019		03-6102 · Building Repair & Maintenance	-87.36	87.36
TOTAL					-87.36	87.36
Bill Pmt -Check	2972	07/05/2019	Gail's Flags, Inc.	03-1012 · Bancorp South Cking Acct #1910		-161.50
Bill	149265	06/18/2019		03-6380 · Other Grounds Maint Exp	-161.50	161.50
TOTAL					-161.50	161.50
Bill Pmt -Check	2973	07/05/2019	Highland Lakes Newspapers	03-1012 · Bancorp South Cking Acct #1910		-40.50
Bill	6/30/19 S	06/30/2019		03-6045 · Advertising	-40.50	40.50
TOTAL					-40.50	40.50
Bill Pmt -Check	2974	07/05/2019	Kingsland Air & Heat	03-1012 · Bancorp South Cking Acct #1910		-285.00
Bill	25341	05/14/2019		03-6565 · Equipment Maint & Repair	-285.00	285.00
TOTAL					-285.00	285.00
Bill Pmt -Check	2975	07/05/2019	Site One Landscape Supply, LL	03-1012 · Bancorp South Cking Acct #1910		-480.00
Bill	9211000	06/18/2019		03-6322 · Fertilizer	-480.00	480.00
TOTAL					-480.00	480.00
Bill Pmt -Check	2976	07/11/2019	Adidas America Inc.	03-1012 · Bancorp South Cking Acct #1910		-761.34
Bill	6177806	05/22/2019		03-6160 · Inventory Purchased	-761.34	761.34
TOTAL					-761.34	761.34
Bill Pmt -Check	2977	07/11/2019	Ben E. Keith	03-1012 · Bancorp South Cking Acct #1910		-1,135.39
Bill	9872733	07/08/2019		03-6560 · Equipment Rental	-70.00	70.00
Bill	7514667	07/03/2019		03-6549 · Food Exp	-959.45	959.45
				03-6552 · Other Food & Beverage Supplies	-19.99	19.99
				03-6572 · Other Misc. Restaurant Expenses	-85.95	85.95
TOTAL					-1,135.39	1,135.39
Bill Pmt -Check	2978	07/11/2019	Cleveland Golf/SRIXON	03-1012 · Bancorp South Cking Acct #1910		-305.82
Bill	5663298	05/20/2019		03-6160 · Inventory Purchased	-305.82	305.82
TOTAL					-305.82	305.82
Bill Pmt -Check	2979	07/11/2019	Debra Ingalsbe	03-1012 · Bancorp South Cking Acct #1910		-206.44

# Recreation Fund

## Check Detail

### July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	REIMBUI	07/10/2019		03-6549 · Food Exp	-54.17	54.17
Bill	REIMBUI	07/10/2019		03-6572 · Other Misc. Restaurant Expenses	-152.27	152.27
TOTAL					-206.44	206.44
<b>Bill Pmt -Check</b>	<b>2980</b>	<b>07/11/2019</b>	<b>Ford &amp; Crew Home &amp; Hwd</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-486.20</b>
Bill	6/25/19 S	06/25/2019		03-6332 · Irrigation Repair & Maint.	-204.21	204.21
				03-6380 · Other Grounds Maint Exp	-104.07	104.07
				03-6122 · Miscellaneous and Supplies	-113.98	113.98
				03-6220 · Cart Maint & Repair	-63.94	63.94
TOTAL					-486.20	486.20
<b>Bill Pmt -Check</b>	<b>2981</b>	<b>07/11/2019</b>	<b>Innovative Turf Supply, Inc.</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-425.85</b>
Bill	16565	06/23/2019		03-6324 · Chemicals	-425.85	425.85
TOTAL					-425.85	425.85
<b>Bill Pmt -Check</b>	<b>2982</b>	<b>07/11/2019</b>	<b>Joseph Elliott USA, LLC</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-825.14</b>
Bill	5110	07/01/2019		03-6160 · Inventory Purchased	-825.14	825.14
TOTAL					-825.14	825.14
<b>Bill Pmt -Check</b>	<b>2983</b>	<b>07/11/2019</b>	<b>Pinnacle Propane, LLC</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-661.08</b>
Bill	010902	06/25/2019		03-6320 · Fuel & Lubricants	-661.08	661.08
TOTAL					-661.08	661.08
<b>Bill Pmt -Check</b>	<b>2984</b>	<b>07/11/2019</b>	<b>Simplot</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-254.40</b>
Bill	2300018	06/20/2019		03-6322 · Fertilizer	-254.40	254.40
TOTAL					-254.40	254.40
<b>Bill Pmt -Check</b>	<b>2985</b>	<b>07/11/2019</b>	<b>Ben E. Keith</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-909.12</b>
Bill	7512856	06/18/2019		03-6160 · Inventory Purchased	-222.97	222.97
				03-6122 · Miscellaneous and Supplies	-38.88	38.88
Bill	7513709	06/25/2019		03-6160 · Inventory Purchased	-81.51	81.51
				03-6122 · Miscellaneous and Supplies	-46.99	46.99
Bill	7514521	07/03/2019		03-6160 · Inventory Purchased	-334.65	334.65
				03-6122 · Miscellaneous and Supplies	-43.63	43.63
Bill	7515310	07/09/2019		03-6160 · Inventory Purchased	-68.61	68.61
				03-6122 · Miscellaneous and Supplies	-71.88	71.88
TOTAL					-909.12	909.12
<b>Bill Pmt -Check</b>	<b>2986</b>	<b>07/11/2019</b>	<b>Interstate Battery</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-58.94</b>
Bill	2200362	06/13/2019		03-6329 · Equipment Maint & Repair	-58.94	58.94
TOTAL					-58.94	58.94
<b>Bill Pmt -Check</b>	<b>2987</b>	<b>07/18/2019</b>	<b>Ben E. Keith</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-2,197.52</b>
Bill	7515329	07/09/2019		03-6549 · Food Exp	-706.09	706.09
				03-6552 · Other Food & Beverage Supplies	-94.76	94.76
				03-6540 · Supplies	-65.78	65.78
Bill	7516220	07/16/2019		03-6549 · Food Exp	-1,138.16	1,138.16
				03-6552 · Other Food & Beverage Supplies	-181.74	181.74
				03-6540 · Supplies	-10.99	10.99

# Recreation Fund

## Check Detail

July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-2,197.52	2,197.52
Bill Pmt -Check	2988	07/18/2019	H223General Fund	03-1012 · Bancorp South Cking Acct #1910		-455.00
Bill	16	07/31/2019		03-6370 · Raw Water Purchase	-455.00	455.00
TOTAL					-455.00	455.00
Bill Pmt -Check	2989	07/18/2019	Collier Materials Inc.	03-1012 · Bancorp South Cking Acct #1910		-175.85
Bill	5038494	07/03/2019		03-6327 · Sand & Soil	-175.85	175.85
TOTAL					-175.85	175.85
Bill Pmt -Check	2990	07/18/2019	PEC	03-1012 · Bancorp South Cking Acct #1910		-2,998.28
Bill	7/10/19 S	07/10/2019		03-6420 · Electric	-38.25	38.25
				03-6052 · Electric	-1,089.26	1,089.26
				03-6052 · Electric	-769.82	769.82
				03-6342 · Electric - Maintance Building	-327.66	327.66
				03-6344 · Electric - Irrigation	-773.29	773.29
TOTAL					-2,998.28	2,998.28
Bill Pmt -Check	2991	07/18/2019	Pinnacle Propane, LLC	03-1012 · Bancorp South Cking Acct #1910		-1,666.22
Bill	011752	06/10/2019		03-6320 · Fuel & Lubricants	-1,666.22	1,666.22
TOTAL					-1,666.22	1,666.22
Bill Pmt -Check	2992	07/25/2019	4-T Propane, LLC	03-1012 · Bancorp South Cking Acct #1910		-864.50
Bill	37783	07/03/2019		03-6053 · Propane	-864.50	864.50
TOTAL					-864.50	864.50
Bill Pmt -Check	2993	07/25/2019	Ben E. Keith	03-1012 · Bancorp South Cking Acct #1910		-1,985.75
Bill	7516220	07/16/2019		03-6160 · Inventory Purchased	-151.11	151.11
				03-6122 · Miscellaneous and Supplies	-20.94	20.94
Bill	7517022	07/23/2019		03-6549 · Food Exp	-1,085.19	1,085.19
				03-6552 · Other Food & Beverage Supplies	-245.17	245.17
				03-6540 · Supplies	-101.74	101.74
Bill	7517022	07/23/2019		03-6160 · Inventory Purchased	-331.61	331.61
				03-6122 · Miscellaneous and Supplies	-49.99	49.99
TOTAL					-1,985.75	1,985.75
Bill Pmt -Check	2994	07/25/2019	Black Clover Enterprises, LLC	03-1012 · Bancorp South Cking Acct #1910		-346.21
Bill	28405	07/08/2019		03-6160 · Inventory Purchased	-346.21	346.21
TOTAL					-346.21	346.21
Bill Pmt -Check	2995	07/25/2019	Public Works Fund	03-1012 · Bancorp South Cking Acct #1910		-1,746.91
Bill	19-0630-	06/30/2019		03-6329 · Equipment Maint & Repair	-92.06	92.06
				03-6620 · Supplies	-1,284.74	1,284.74
				03-6806 · Cart Path Improvements	-64.70	64.70
				03-6332 · Irrigation Repair & Maint.	-265.20	265.20
				03-6102 · Building Repair & Maintenance	-40.21	40.21
TOTAL					-1,746.91	1,746.91
Bill Pmt -Check	2996	07/25/2019	Collier Materials Inc.	03-1012 · Bancorp South Cking Acct #1910		-148.00

# Recreation Fund

## Check Detail

### July 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	5039381	07/17/2019		03-6327 · Sand & Soil	-148.00	148.00
TOTAL					-148.00	148.00
Bill Pmt -Check	2997	07/25/2019	Fox Mail	03-1012 · Bancorp South Cking Acct #1910		-199.00
Bill	11487	07/18/2019		03-6045 · Advertising	-199.00	199.00
TOTAL					-199.00	199.00
Bill Pmt -Check	2998	07/25/2019	Interstate Battery	03-1012 · Bancorp South Cking Acct #1910		-169.40
Bill	2200365	07/03/2019		03-6329 · Equipment Maint & Repair	-116.06	116.06
Bill	2200365	07/08/2019		03-6329 · Equipment Maint & Repair	-53.34	53.34
TOTAL					-169.40	169.40
Bill Pmt -Check	2999	07/25/2019	Meadowlakes POA	03-1012 · Bancorp South Cking Acct #1910		-881.87
Bill	160	07/30/2019		03-6362 · Machinery Lease	-880.20	880.20
				03-6363 · Machinery Interest	-1.67	1.67
TOTAL					-881.87	881.87
Bill Pmt -Check	3000	07/25/2019	Mid-Tex Turf Supply	03-1012 · Bancorp South Cking Acct #1910		-70.00
Bill	8608	07/09/2019		03-6320 · Fuel & Lubricants	-70.00	70.00
TOTAL					-70.00	70.00
Bill Pmt -Check	3001	07/25/2019	Texoma Golf	03-1012 · Bancorp South Cking Acct #1910		-90.31
Bill	6231	07/08/2019		03-6160 · Inventory Purchased	-90.31	90.31
TOTAL					-90.31	90.31
Bill Pmt -Check	3002	07/29/2019	Northland Communications	03-1012 · Bancorp South Cking Acct #1910		-179.59
Bill	7/17/19 S	07/17/2019		03-6520 · Television-Clubhouse	-25.97	25.97
				03-6050 · Telephone	-102.41	102.41
				03-6050 · Telephone	-51.21	51.21
TOTAL					-179.59	179.59
Check	5292	07/05/2019	Ben E Keith	03-1010 · BancorpSouth - Petty Cash #3232		-172.15
				03-6547 · Beer/Wine	-172.15	172.15
TOTAL					-172.15	172.15
Total July 2019 Recreation Fund Disbursments						53,368.33

**City of Meadowlakes**  
**Special Meeting and Budget Workshop Minutes**  
**July 9, 2019**

The City Council of the City of Meadowlakes held a Special Called Meeting and Budget Workshop at Meadowlakes Municipal Building in Totten Hall on July 9, 2019, 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

1. **CALL TO ORDER AND QUORUM DETERMINATION** - Mayor Raesener called the meeting to order at 4:00 p.m. and announced the presence of a quorum.
2. **FISCAL YEAR 2020 BUDGET** - Discussion was held over the FY 2020 budget.
3. **Discussion/Action – Adjourning to executive session per Section 551.071 (Consultation with Attorney)** – Mayor Raesener adjourned Council to executive session at 4:02 p.m.
4. **Reconvene in open session and action as necessary pertaining to the executive session** – Mayor Raesener reconvened Council to open session at 4:46 p.m. and announced that staff has been directed to go back to using the original Citizen Comments form and also informed Council and guests that at the next regular Council meeting, there would be an educational presentation over current State of Texas, as well as federal, laws with regard to the Open Meetings Act.
5. **Adjournment** - Mayor Raesener adjourned the meeting at 5:12 p.m.

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

**Date:** August 13, 2019

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

**Date:** August 13, 2019



# **City of Meadowlakes Workshop Minutes July 16, 2019**

The City Council of the City of Meadowlakes held a Budget Workshop at Meadowlakes Municipal Building in Totten Hall on July 16, 2019, beginning at 1:00 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

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Raesener called the workshop to order at 1:00 p.m. and announced the presence of a quorum.
2. **FISCAL YEAR 2020 BUDGET.** Discussion was held over the proposed FY 2020 budget. The draft budget will need to be filed by July 31<sup>st</sup>.
3. **ADJOURNMENT.** Mayor Raesener adjourned the workshop at 3:00 p.m.

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# **City of Meadowlakes Stated Meeting Minutes July 16, 2019**

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on July 16, 2019, beginning at 6:00 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  
David Klotz, Head Golf Pro

Debbie Ingalsbe, Food and Beverage Manager

**Guests:**

Johnny Campbell, Executive Director, Marble Falls Area EMS

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Raesener called the meeting to order at 6:00 p.m. and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Councilmember Wise led Council and guests in the Pledge of Allegiance. Councilmember Mason led Council and guests in prayer.
3. **CITIZEN COMMENTS.** Council heard comments from the following resident:

Sherri Staley – Ms. Staley thanked the three new Councilmembers and requested that, with regard to agenda item 7-A, the Open Meetings Act be placed on the next regular meeting agenda for discussion.

4. **MONTHLY STANDARD LIVE REPORTS:** The following live reports were given by staff:

**A. Current Operations and Consent items.** Mr. Thompson briefed Council on operations, as well as consent items as follows:

1. **Ordinance & Animal Control** – Responded to 57 calls during June, mailed 48 ordinance violation letters (mainly dealing with trash and recycle containers visible from the street, issued 33 warning tickets (mostly for parking infractions), two warning notices for storing inoperable vehicles and gave six verbal warnings. He also investigated one animal bite report and delivered this animal for rabies testing; it came back negative.
2. **Patrol Activity Report** - In June, 46.5 hours were logged, and one citation was issued for speeding, 34 in a 25.
  - o 1-Failure to stop at a stop sign
  - o 1- Driving while license invalid
  - o 3-Speeding (2 for 35 mph and 1 for 36 mph in a 25-mph zone)
3. **Building Committee Report** – In June, the Building Committee issued six permits which included one new home at 137 Marion, in addition to a permit for remodel/patio, a permit for an arbor/pergola and two fence permits. We have a total of 15 open building permits.

- B. Golf Course** – David Klotz, Golf Course GM, reported that pool operations are running smoothly. There have been 817 patrols so far this summer. He also reported that the annual Junior Golf Camp was a success with 25 campers. Year to date golf rounds total \$11,682.
- C. Food & Beverage Operations** – Ms. Ingalsbe reported that the Thanksgiving in July Sunday buffet was a success and she is in the process of planning another one for August. The restaurant had a large turnout for the 4<sup>th</sup> of July viewing party, as well as the POA sponsored John Arthur Martinez night.

## 5. CONSENT ITEMS:

- A. June City Council Meeting Minutes – Evan Bauer, City Secretary
- B. Financial Reports for June 2019 - Johnnie Thompson, City Manager

After discussion, Councilmember Peskin made a motion, which was seconded by Councilmember Wise, to approve the consent items as presented. The motion carried with a 5-0 vote.

## 6. OLD BUSINESS: None

## 7. NEW BUSINESS:

- A. **Discussion: General review of the Open Meetings Act with a question and answer period.**  
Discussion was held by members of staff and Council regarding the Open Meetings Act and answered questions from citizens in the audience.
- B. **Renewal of Contract with Marble Falls Emergency Medical Services, Inc. for Emergency Medical services.** Johnny Campbell, Executive Director of the Marble Falls Area EMS was present to discuss renewing the City's 3-year contract for services. The current contract will expire on September 30<sup>th</sup>. The cost of services is proposed to increase 3% per year. **After** discussion, Councilmember Drummond made a motion to approve the contract as presented. The motion was seconded by Councilmember Wise and carried with a 5-0 vote.
- C. **Discussion/Action – Contract for Election Services with Burnet County. The City contracts with Burnet County for the purpose of conducting our elections.** The proposed contract is the same as in previous years. The cost is based on a pro rata share of the cost of conducting the election. After discussion, Councilmember Peskin made a motion to approve the contract as proposed. The motion was seconded by Councilmember Mason and carried with a 5-0 vote.
- D. **Discussion/Action: Retaining the auditing firm, Neffendorf & Knopp, PC, of Fredericksburg for conducting the City's fiscal year 2019 audit.** The accounting firm of Neffendorf and Knopp, PC of Fredericksburg has been conducting the City's required annual audit for a number of years, and Mr. Thompson believes both Council and staff have been quite satisfied with their auditing skills. They are proposing to conduct our FY19 audit for the same amount as last year, which is \$15,500. After discussion, Councilmember Mason made a motion to retain the firm, Neffendorf & Knopp, PC. for the conduction of the City's FY 2019 audit. The motion was seconded by Councilmember Wise and carried with a 5-0 vote.

## 8. ANNOUNCEMENTS:

The next regularly scheduled City Council meeting is August 20th at 6:00 p.m.

## 9. ADJOURNMENT: Mayor Raesener adjourned the meeting at 7:08pm.

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

**Date:** August 13, 2019

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

**Date:** August 13, 2019

**City of Meadowlakes  
Special Called Meeting and Budget Workshop Minutes  
July 29, 2019**

The City Council of the City of Meadowlakes held a Special Called Meeting and Budget Workshop at Meadowlakes Municipal Building in Totten Hall on July 29, 2019, beginning at 9:00 a.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

1. **Call to Order and Quorum Determination** - Mayor Raesener called the meeting to order at 9:00 a.m. and announced the presence of a quorum.
2. **Fiscal Year 2020 Budget Workshop** - Discussion was held over the FY 2020 budget.
3. **Establishment of Proposed Tax Rate for FY20** – No discussion was held.
4. **Discussion/Action – Adjourning to executive session per Section 551.071 (Consultation with Attorney re. contract negotiations related to service contract with the POA)** – Mayor Raesener adjourned Council to executive session at 9:01 a.m.
5. **Reconvene in open session and action as necessary pertaining to the executive session** – Mayor Raesener reconvened Council to open session at 10:19 a.m. and announced that Council has reached a tentative agreement with regard to the service contract with the POA and the next step will be review and approval by the POA. Upon POA’s approval, the contract will come back to Council for the final approval.
5. **Adjournment** - Mayor Raesener adjourned the meeting at 11:30 a.m.

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

**Date:** August 13, 2019

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

**Date:** August 13, 2019

**City of Meadowlakes  
Special Called Meeting and Budget Workshop Minutes  
July 30, 2019**

The City Council of the City of Meadowlakes held a Special Called Meeting and Budget Workshop at Meadowlakes Municipal Building in Totten Hall on July 30, 2019, beginning at 1:00 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

1. **Call to Order and Quorum Determination** - Mayor Raesener called the meeting to order at 1:00 p.m. and announced the presence of a quorum.
2. **Fiscal Year 2020 Budget Workshop** - Discussion was held over the FY 2020 budget.
3. **Establishment of Proposed Tax Rate for FY20** – After discussion, Councilmember Peskin made a motion to establish the proposed tax rate of .287%. The motion was seconded by Councilmember Wise and carried with a 5-0 vote. Two public hearings over the proposed tax rate are required. Councilmember Mason made a motion to set these two meetings on the following days:  
September 10, 2019 at 4:00 p.m. (hearing over tax rate only)  
September 17, 2019 at 6:00 p.m. (hearing over tax rate and budget)  
The motion was seconded by Councilmember Wise and carried with a 5-0 vote.
4. **Discussion/Action – Adjourning to executive session per Section 551.071 (Consultation with Attorney re. contract negotiations related to service contract with the POA)** – Council did not adjourn to executive session.
5. **Reconvene in open session and action as necessary pertaining to the executive session** – Council did not adjourn to executive session.
5. **Adjournment** - Mayor Raesener adjourned the meeting at 1:44 p.m.

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

**Date:** August 13, 2019

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

**Date:** August 13, 2019

## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item – POA Contract for Services
--

**DATE:** August 6, 2019

**REFERENCE:** Old Business – POA Contract for Services

**Council Meeting Date:** August 20<sup>th</sup>, 2019

**AGENDA ITEM:** Agenda Item #6- Discussion/Action: Contract for Services between the City of Meadowlakes and the Meadowlakes Property Owners Association, Inc.

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

Please find, attached for your review and possible approval, a contract for services provided to the Meadowlakes POA. The contract is basically identical to the one we currently have with the POA except it has been updated to reflect that the POA will be responsible for the billing and collection of all fees related to their annual assessments. In addition, the contract pricing will be reduced from the current \$150,000 per year to just slightly more than \$104,000 with the stipulation that the POA assume full responsibility of the operation of the pool. The City will be responsible for maintenance of the pool, however, the POA will be responsible for all chemicals and labor with the retail operations of the pool. In addition, wording has been added to the scope of work to include maintenance of the POA's anticipated new park on Firestone.

The proposed agreement is for three years with an option to extend it for two additional years if both the City and POA agree. The annual cost of service will be adjusted based on the Consumer Price Index for the twelve-month period ending on June 30 of each year. I will review the contract in more detail with you at your meeting. It is my understanding the POA anticipates the approval of the contract in early September.

**RECOMMENDATION:**

I would recommend the approval of the proposed contract.

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**CONTRACT FOR SERVICES BETWEEN THE CITY  
OF MEADOWLAKES AND THE MEADOWLAKES  
PROPERTY OWNERS ASSOCIATION, INC.**

THIS CONTRACT is made and entered into this \_\_\_\_ day of \_\_\_\_, 2019, by and between the City of Meadowlakes, Texas, hereinafter referred to as the City and the Meadowlakes Property Owners Association, Inc., a non-profit corporation Chartered in the State of Texas, hereinafter referred to as MPOA.

FOR AND IN CONSIDERATION OF the mutual benefits and conditions hereinafter contained, the parties agree as follows:

1. Term of Contract. The term of this agreement shall be for three (3) years beginning at 12:00 am (CST) on October 1, 2019 and ending at 11:59 pm (CST) on September 30, 2022. The term of this agreement may be extended on an annual basis for up to two (2) additional years upon mutual consent of both parties. If either party elects not to extend the contract after the three(3) years period or after a succeeding extension, the party electing not to extend the contract shall notify the other party three hundred sixty-five (365) days prior to completion of the then active contract.
2. Scope of Work. The MPOA requests and the City agrees to furnish all manpower, facilities, support systems, equipment, and software necessary to perform and complete the administrative, amenity, and maintenance tasks set forth in Exhibit "A" attached hereto and incorporated herein.
3. Cost of Services. The total cost for said services shall be as follows: One hundred four thousand one hundred thirty dollars (\$104,130.00) for the initial twelve (12) months period paid in advance monthly at a rate of eight thousand six hundred seventy-seven (\$8,677.00) per month for the first eleven months and eight thousand six hundred eighty-three (\$8,683.00) for the twelfth month. The same monthly payment amounts shall be made in each of the succeeding two (2) succeeding years of the contract period. The cost of said services shall be adjusted in each of the following two (2) years by amounts equal to the changes in the Consumer Price Index (CPI) published by the Bureau of Labor Statistics for the twelve (12) months ended on June 30 of the then contract year.



4. Communications and Contract Management. The City Manager and the President of the MPOA are hereby designated as Contract Managers. The Contract Managers shall review services being provided at least once per quarter by mutually agreeable communication methods.

Should a conflict arise in the performance of this contract, the contract managers are urged to resolve said conflict in a mutually agreeable manner.

5. Right to Request Additional Funding. The City reserves the right to request from the MPOA additional funding to recover unforeseen costs caused by, for example, acts of God, government regulations and/or increased fuel costs.

6. Deleted

**City of Meadowlakes**

**Meadowlakes Property  
Owners Association, Inc.**

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

\_\_\_\_\_  
Joe Summers, President

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

\_\_\_\_\_  
Secretary

Attest:

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

**EXHIBIT "A"**  
**SERVICES TO BE PROVIDED BY THE CITY OF MEADOWLAKES (City)**  
**TO MEADOWLAKES PROPERTY OWNERS ASSOCIATION, INC. (MPOA)**

**1. Administrative Support of Meadowlakes Property Owners Operations**

- a. Customer Service. The City shall provide customer service representation for MPOA members. City representatives shall provide resolution of issues when possible or refer the member to an officer of the MPOA Board of Directors.
  - Telephone Questions/Complaints
  - Personal Questions/Complaints
  - Gate Operations
  - Streets Issues
  - Parks Issues
  - Business Issues
- b. Facilities. The City shall provide office space as needed to provide for statutory and operational recordskeeping for the MPOA.
  - Statutory Place of Business and Recordskeeping. City representatives shall refer inquiries regarding statutory responsibilities of the MPOA to a member of the MPOA Board of Directors
  - Meetings. The City shall permit the MPOA use of City hall office facilities for the conduct of business meetings of the MPOA.
- c. Business Operations
  - Budget Formulation. City representatives will assist the MPOA treasure in summarizing the results of MPOA business operations for budget formulation and budget execution.
  - Accounts Maintenance. City representatives shall record accounting transactions occurring on behalf of the MPOA. The City shall maintain a standard double-entry accounting structure and chart of accounts on behalf of the MPOA and subject to audit by the MPOA or its representatives. The City shall maintain separation of all MPOA accounts and accounting and shall maintain adequate internal controls over MPOA services to assure fiscal integrity. The City shall assist the MPOA with needed interface to independent auditors.
- d. Purchasing.

- Small Purchases. The MPOA shall authorize either credit card or charge account as needed by the City to purchase on behalf of the MPOA. The City shall verify that purchases to these accounts are for MPOA only.
- Large Purchases. The City shall assist the MPOA Board in developing statements of work, source solicitations, and contract awards as requested by the MPOA.
- e. Contract Management Accounts Payables. The City shall maintain records of all contract payables and shall prepare for MPOA signature payment documents upon completion of contract terms.
- f. Labor Accounting and Payroll. The City shall perform labor accounting and payroll operations on behalf of the MPOA, to include
  - i. Employee Record-keeping, Personnel Files
  - ii. Timekeeping and Leave Administration
  - iii. Payroll and Tax Calculations and History
  - iv. Check Writing
  - v. State and Federal Labor/Payroll Reporting
- g. Assets Accounting. The City shall record and maintain accounting control over MPOA assets.
- h. Liabilities and Receivables Accounting. The City shall record and maintain accounting control over Short-term and long-term debts and receivables of the MPOA. The MPOA will prepare and render billings to its members and process member payment receipts for MPOA annual assessments.
- i.
- j. i. Financial, Statutory, State and Federal Reporting. The City shall prepare from MPOA accounting and personnel records reports as needed for MPOA signature to meet mandated reporting requirements.

## **2. Meadowlakes Property Owners Association Owned Properties**

- a. Parks: (Lakeside, Military Memorial, 1<sup>st</sup> Responders, and Park on Firestone, and Wayne Dollar Park)
  - 1. Trim and mow to a maximum height of two inches, a minimum of once per week during grass growing season. Trimming includes around all trees, structures, fences and poles.

2. The Lakeside Park shall be trimmed and mowed once per week and 2-4 days prior to the following special occasions: Memorial Day, Independence Day and Labor Day.
3. Sucker growth along the lakefront shall be maintained at a maximum height of 6 feet.
4. Fallen limbs and windblown debris shall be removed as needed.
5. Maintenance of structures is not covered under this section of the agreement. (See paragraph 7, extra services below)

b. Entrance Area: (Gate and Entrance Median)

Maintain grass height on gate, lawn, to east and west property lines, median and parks to a maximum height of 2 inches. Trim curbs, around trees, fences and poles and remove clippings after mowing. Maintenance of structures is not covered under this section of the agreement. (See paragraph 6, extra services below)

c. Fences:

Fence weed control will be provided by the MPOA by an outside contractor. The City assumes no responsibility or liability for the action of the contractor retained by the MPOA for this service. City will provide labor for minor repairs of MPOA perimeter fences; MPOA will be responsible for reimbursing the City for required materials.

d. Waterways:

Trim, remove weeds, silt and other debris, as needed, to maintain clear water flow at all times.

### **3. Routine Maintenance of MPOA Facilities Including MPOA Streets/Streets Signs**

The City at the direction of the MPOA Contract Manager and approval of the City Manager will provide for routine maintenance and repairs of MPOA property and facilities as long as said maintenance and repairs are synergistic with the duties normally associated with the operations of the City. The MPOA will be responsible for the purchase and/or reimbursement for all materials and supplies required for said routine maintenance and repairs. The City will install and maintain street signs per the direction of

the MPOA Director of Maintenance, cost for said signs, posts and other materials will be the responsibility of the MPOA.

Scheduling of routine maintenance work will be prioritized with the help of the POA Contract Manager; priority will be given to items of health and safety. All requests for maintenance work, repairs, project assistance or use of City equipment or personnel must be either in writing or emailed to the City Manager and Deputy Public Works Director. A representative of the City will initiate the requested repairs or project within 72 hours of receiving the request. The 72-hour timetable as established above is during the normal Monday thru Friday workweek except established City holidays. Should the requested effort not be initiated within the above referenced time, the City will notify the POA Contract Manager or the POA President via email in order to establish a mutually agreed upon timetable for completion of the requested repairs or project.

#### **4. MPOA Recreational Vehicle Storage Area**

Maintain the area to eliminate and/or control erosion, including minor grading as needed. The cost of any materials required, such as road base, shall be the responsibility of the MPOA. Trim and mow same as vacant lots. Weed control will be provided by the MPOA by an outside contractor. The City assumes no responsibility or liability for the action of the contractor retained by the MPOA for this service.

#### **5. Vacant Lots (not owned by MPOA)**

Mow to maintain a grass height of 4-6 inches. It is anticipated that this can be accomplished by mowing 10 times per year. Curbs to be trimmed on the same schedule as mowing. Fallen limbs and blown debris to be removed as needed.

The MPOA agrees to reimburse the City for all actual labor expenses, fuel and maintenance expenses incurred by the City for providing more than 10 mowing cycles per year. The City shall receive prior written approval from the MPOA Director of Maintenance authorizing any mowing cycles in excess of 10.

#### **6. Meadowlakes Swimming Pool**

The City agrees to lease to the MPOA the Meadowlakes swimming pool for the duration of this contract as part of the costs of services cited in the terms of contract. The City shall retain ownership and responsibility for physical and structural conditions of the pool, to include day-to-day requirements for labor to maintain the pool in safe operating conditions. The MPOA will operate the pool, to include costs for all chemicals and supplies and all attendants needed during operating hours.

## **7.Extra Services**

The MPOA may request and the City may provide additional services not covered herein by this letter of understanding upon mutually agreeable terms defined by the City Manager and MPOA contract contact as part of the request.

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## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item – Adoption of FEMA Floodplain Ordinance
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**DATE:** August 6, 2019

**REFERENCE:** Ordinance 2019-04

**Council Meeting Date:** August 20<sup>th</sup>, 2019

**AGENDA ITEM:** Agenda Item #7-A - Ordinance 2019-04

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

In 1968, Congress created the National Flood Insurance Program (NFIP) to protect lives and property as well as to reduce the financial burden of both municipal governments and its citizens. The Program, through subsequent Acts, modified and strengthen the Program. The Program is managed by the Federal Emergency Management Agency (FEMA) and is based on agreements between the Federal Government, State, and local entities. The City of Meadowlakes has participated in the program since at least 2001.

The NFIP is a partnership between the Federal Government, State of Texas, and the City which involves the City adopting and enforcing floodplain management rules and regulations, to minimize damage to structures exposed to possible flooding. FEMA prepares maps that reflect the flood zone within the City base on a 100-year flood, and those residents within this zone have specific building requirements for construction of structures within it. By the City participating with the Program, property owners are eligible to purchase federal flood insurance for their building and contents.

Periodically, FEMA updates their flood maps, and the proposed ordinance is identical to the one adopted in 2012, except for the date of the flood maps and changing the Floodplain Administer from the Public Works Director to the City Manager or his/her designee.

Mike Williams, the City's Flood Plain Administrator, will be in attendance to brief you in more detail on the NFIP and answer any questions you may have.

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**RECOMMENDATION:**

Staff recommends the approval of Ordinance 2019-04.



# **CITY OF MEADOWLAKES**

## **ORDINANCE NO. 2019-04**

### **FLOOD DAMAGE PREVENTION ORDINANCE**

**AN ORDINANCE BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS; ESTABLISHING FLOOD CONTROL REGULATIONS; CREATING A MISDEMEANOR OFFENCE PUNISHABLE BY A FINE NOT EXCEED \$500 AND AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Meadowlakes ("City") desires to enact regulations to minimize damage losses from floods; and

WHEREAS, the Flood Control Insurance Act, Texas Water Code, Section 16.315 authorizes a city to enact flood control regulations; and

WHEREAS, the City Council has determined that a flood damage and prevention ordinance will serve to protect the health, safety and welfare of the citizens of the City and is in the best interest of the public; and

WHEREAS, pursuant to Texas Local Government Code Section 51.001, the City has general authority to adopt an ordinance or police regulation that is for the of government, peace or order of the City is necessary or proper for carrying out a power granted by law to the City.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Meadowlakes:

(The remainder of this page intentionally left blank.)

## **ARTICLE I**

### **STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND METHODS**

#### **SECTION A. STATUTORY AUTHORIZATION**

The Legislature of the State of Texas has in the Flood Control Insurance Act, Texas Water Code, Section 16.315, delegated the responsibility of local governmental units to adopt regulations designed to minimize flood losses. Therefore, the City Council of Meadowlakes, Texas, does ordain as follows:

#### **SECTION B. FINDINGS OF FACT**

(1) The flood hazard areas of Meadowlakes are subject to periodic inundation, which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, and extraordinary public expenditures for flood protection and relief, all of which adversely affect the public health, safety, and general welfare.

(2) These flood losses are created by the cumulative effect of obstructions in floodplains which cause an increase in flood heights and velocities, and by the occupancy of flood hazard areas by uses vulnerable to floods and hazardous to other lands because they are inadequately elevated, floodproofed or otherwise protected from flood damage.

#### **SECTION C. STATEMENT OF PURPOSE**

It is the purpose of this ordinance to promote the public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- (1) Protect human life and health;
- (2) Minimize expenditure of public money for costly flood control projects;
- (3) Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- (4) Minimize prolonged business interruptions;

(5) Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;

(6) Help maintain a stable tax base by providing for the sound use and development of flood-prone areas in such a manner as to minimize future flood blight areas; and

(7) Insure that potential buyers are notified that property is in a flood area.

#### **SECTION D. METHODS OF REDUCING FLOOD LOSSES**

In order to accomplish its purposes, this ordinance uses the following methods:

(1) Restrict or prohibit uses that are dangerous to health, safety or property in times of flood, or cause excessive increases in flood heights or velocities;

(2) Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;

(3) Control the alteration of natural floodplains, stream channels, and natural protective barriers, which are involved in the accommodation of floodwaters;

(4) Control filling, grading, dredging and other development which may increase flood damage;

(5) Prevent or regulate the construction of flood barriers which will unnaturally divert floodwaters or which may increase flood hazards to other lands.

### **ARTICLE 2**

#### **DEFINITIONS**

Unless specifically defined below, words or phrases used in this ordinance shall be interpreted to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

**ALLUVIAL FAN FLOODING** - means flooding occurring on the surface of an alluvial fan or similar landform which originates at the apex and is

characterized by high-velocity flows; active processes of erosion, sediment transport, and deposition; and unpredictable flow paths.

**APEX** - means a point on an alluvial fan or similar landform below which the flow path of the major stream that formed the fan becomes unpredictable and alluvial fan flooding can occur.

**APPURTENANT STRUCTURE** – means a structure which is on the same parcel of property as the principal structure to be insured and the use of which is incidental to the use of the principal structure

**AREA OF FUTURE CONDITIONS FLOOD HAZARD** – means the land area that would be inundated by the 1-percent-annual chance (100 year) flood based on future conditions hydrology.

**AREA OF SHALLOW FLOODING** - means a designated AO, AH, AR/AO, AR/AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a 1 percent or greater annual chance of flooding to an average depth of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

**AREA OF SPECIAL FLOOD HAZARD** - is the land in the floodplain within a community subject to a 1 percent or greater chance of flooding in any given year. The area may be designated as Zone A on the Flood Hazard Boundary Map (FHBM). After detailed rate-making has been completed in preparation for publication of the FIRM, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, V1-30, VE or V.

**BASE FLOOD** - means the flood is having a 1 percent chance of being equaled or exceeded in any given year.

**BASE FLOOD ELEVATION (BFE)** – The elevation shown on the Flood Insurance Rate Map (FIRM) and found in the accompanying Flood Insurance Study (FIS) for Zones A, AE, AH, A1-A30, AR, V1-V30, or VE that indicates the water surface elevation resulting from the flood that has a 1% chance of equaling or exceeding that level in any given year - also called the Base Flood.

**BASEMENT** - means any area of the building having its floor subgrade (below ground level) on all sides.

**BREAKAWAY WALL** – means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse

under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.

**CRITICAL FEATURE** - means an integral and readily identifiable part of a flood protection system, without which the flood protection provided by the entire system would be compromised.

**DEVELOPMENT** - means any man-made change to improved and unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

**ELEVATED BUILDING** – means, for insurance purposes, a non-basement building, which has its lowest elevated floor, raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns.

**EXISTING CONSTRUCTION** - means for the purposes of determining rates, structures for which the "start of construction" commenced before the effective date of the FIRM or before January 1, 1975, for FIRMs effective before that date. "Existing construction" may also be referred to as "existing structures."

**EXISTING MANUFACTURED HOME PARK OR SUBDIVISION** - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

**EXPANSION TO AN EXISTING MANUFACTURED HOME PARK OR SUBDIVISION** - means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

**FLOOD OR FLOODING** - means a general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) the overflow of inland or tidal waters.
- (2) the unusual and rapid accumulation or runoff of surface waters from any source.

**FLOOD ELEVATION STUDY** – means an examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface

elevations, or an examination, evaluation and determination of mudslide (i.e., mudflow) and/or flood-related erosion hazards.

**FLOOD INSURANCE RATE MAP (FIRM)** - means an official map of a community, on which the Federal Emergency Management Agency has delineated both the special flood hazard areas and the risk premium zones applicable to the community.

**FLOOD INSURANCE STUDY (FIS)** – see *Flood Elevation Study*

**FLOODPLAIN OR FLOOD-PRONE AREA** - means any land area susceptible to being inundated by water from any source (see definition of flooding).

**FLOODPLAIN MANAGEMENT** - means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.

**FLOODPLAIN MANAGEMENT REGULATIONS** - means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

**FLOOD PROTECTION SYSTEM** - means those physical, structural works for which funds have been authorized, appropriated, and expended and which have been constructed specifically to modify flooding in order to reduce the extent of the area within a community subject to a "special flood hazard" and the extent of the depths of associated flooding. Such a system typically includes hurricane tidal barriers, dams, reservoirs, levees or dikes. These specialized flood modifying works are those constructed in conformance with sound engineering standards.

**FLOOD PROOFING** - means any combination of structural and non-structural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

**FLOODWAY** – see *Regulatory Floodway*

**FUNCTIONALLY DEPENDENT USE** - means a use, which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for

the loading and unloading of cargo or passengers, and shipbuilding and ship repair facilities, but does not include long-term storage or related manufacturing facilities.

**HIGHEST ADJACENT GRADE** - means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

**HISTORIC STRUCTURE** - means any structure that is:

- (1) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (3) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- (4) Individually listed on a local inventory or historic places in communities with historic preservation programs that have been certified either:
  - (a) By an approved state program as determined by the Secretary of the Interior or;
  - (b) Directly by the Secretary of the Interior in states without approved programs.

**LEVEE** - means a man-made structure, usually an earthen embankment, designed and constructed in accordance with sound engineering practices to contain, control, or divert the flow of water so as to provide protection from temporary flooding.

**LEVEE SYSTEM** - means a flood protection system which consists of a levee, or levees, and associated structures, such as closure and drainage devices, which are constructed and operated in accordance with sound engineering practices.

**LOWEST FLOOR** - means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for parking or vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; **provided** that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirement of Section 60.3 of the National Flood Insurance Program regulations.

**MANUFACTURED HOME** - means a structure transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term "manufactured home" does not include a "recreational vehicle".

**MANUFACTURED HOME PARK OR SUBDIVISION** - means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

**MEAN SEA LEVEL** - means, for purposes of the National Flood Insurance Program, the North American Vertical Datum (NAVD) of 1988 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map are referenced.

**NEW CONSTRUCTION** - means, for the purpose of determining insurance rates, structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, "new construction" means structures for which the "start of construction" commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

**NEW MANUFACTURED HOME PARK OR SUBDIVISION** - means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

**RECREATIONAL VEHICLE** - means a vehicle which is (i) built on a single chassis; (ii) 400 square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light-duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.



**REGULATORY FLOODWAY** - means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

**RIVERINE** – means relating to, formed by, or resembling a river (including tributaries), stream, brook, etc.

**SPECIAL FLOOD HAZARD AREA** – see *Area of Special Flood Hazard*

**START OF CONSTRUCTION** - (for other than new construction or substantial improvements under the Coastal Barrier Resources Act (Pub. L. 97-348)), includes substantial improvement and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

**STRUCTURE** – means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home.

**SUBSTANTIAL DAMAGE** - means damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

**SUBSTANTIAL IMPROVEMENT** - means any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure before "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed.

The term does not, however, include either: (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions or (2) Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

**VARIANCE** – means a grant of relief by a community from the terms of a floodplain management regulation. (For full requirements see Section 60.6 of the National Flood Insurance Program regulations.)

**VIOLATION** - means the failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in Section 60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided.

**WATER SURFACE ELEVATION** - means the height, in relation to the North American Vertical Datum (NAVD) of 1988 (or other datum, where specified), of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

### **ARTICLE 3**

#### **GENERAL PROVISIONS**

##### **SECTION A. LANDS TO WHICH THIS ORDINANCE APPLIES**

The ordinance shall apply to all areas of special flood hazard with the jurisdiction of Meadowlakes.

##### **SECTION B. BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD**

The areas of special flood hazard identified by the Federal Emergency Management Agency in the current scientific and engineering report entitled, "The Flood Insurance Study (FIS) for Burnet County, Texas and Incorporated Areas," dated November 1, 2019, with accompanying Flood Insurance Rate Maps and/or Flood Boundary-Floodway Maps (FIRM and/or FBFM) dated November 1, 2019, and any revisions thereto are hereby adopted by reference and declared to be a part of this ordinance.

### **SECTION C. ESTABLISHMENT OF DEVELOPMENT PERMIT**

A Floodplain Development Permit shall be required to ensure conformance with the provisions of this ordinance.

### **SECTION D. COMPLIANCE**

No structure or land shall hereafter be located, altered, or have its use changed without full compliance with the terms of this ordinance and other applicable regulations.

### **SECTION E. ABROGATION AND GREATER RESTRICTIONS**

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

### **SECTION F. INTERPRETATION**

In the interpretation and application of this ordinance, all provisions shall be; (1) considered as minimum requirements; (2) liberally construed in favor of the governing body; and (3) deemed neither to limit nor repeal any other powers granted under State statutes.

### **SECTION G. WARNING AND DISCLAIMER OR LIABILITY**

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. On rare occasions greater floods can and will occur and flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the community or any official or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made hereunder.

## **ARTICLE 4**

### **ADMINISTRATION**

## **SECTION A. DESIGNATION OF THE FLOODPLAIN ADMINISTRATOR**

The City Manager or his designee is hereby appointed the Floodplain Administrator to administer and implement the provisions of this ordinance and other appropriate sections of 44 CFR (Emergency Management and Assistance - National Flood Insurance Program Regulations) pertaining to floodplain management.

## **SECTION B. DUTIES & RESPONSIBILITIES OF THE FLOODPLAIN ADMINISTRATOR**

Duties and responsibilities of the Floodplain Administrator shall include, but not be limited to, the following:

- (1) Maintain and hold open for public inspection all records pertaining to the provisions of this ordinance.
- (2) Review permit application to determine whether to ensure that the proposed building site project, including the placement of manufactured homes, will be reasonably safe from flooding.
- (3) Review, approve or deny all applications for development permits required by adoption of this ordinance.
- (4) Review permits for proposed development to assure that all necessary permits have been obtained from those Federal, State or local governmental agencies (including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334) from which prior approval is required.
- (5) Where interpretation is needed as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the Floodplain Administrator shall make the necessary interpretation.
- (6) Notify, in riverine situations, adjacent communities and the State Coordinating Agency which is the Texas Water Development Board (TWDB) and also the Texas Commission on Environmental Quality (TCEQ), prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.

(7) Assure that the flood-carrying capacity within the altered or relocated portion of any watercourse is maintained.

(8) When base flood elevation data has not been provided in accordance with Article 3, Section B, the Floodplain Administrator shall obtain, review and reasonably utilize any base flood elevation data and floodway data available from a Federal, State or other source, in order to administer the provisions of Article 5.

(9) When a regulatory floodway has not been designated, the Floodplain Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

(10) Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than 1 foot, provided that the community **first** completes all of the provisions required by Section 65.12.

### **SECTION C. PERMIT PROCEDURES**

(1) Application for a Floodplain Development Permit shall be presented to the Floodplain Administrator on forms furnished by him/her and may include, but not be limited to, plans in duplicate drawn to scale showing the location, dimensions, and elevation of proposed landscape alterations, existing and proposed structures, including the placement of manufactured homes, and the location of the foregoing in relation to areas of special flood hazard. Additionally, the following information is required:

(a) Elevation (in relation to mean sea level), of the lowest floor (including basement) of all new and substantially improved structures;

(b) Elevation in relation to mean sea level to which any nonresidential structure shall be flood proofed;

(c) A certificate from a registered professional engineer or architect that the nonresidential flood proofed structure shall meet the flood proofing criteria of Article 5, Section B (2);

(d) Description of the extent to which any watercourse or natural drainage will be altered or relocated as a result of proposed development;

(e) Maintain a record of all such information in accordance with Article 4, Section (B)(1);

(2) Approval or denial of a Floodplain Development Permit by the Floodplain Administrator shall be based on all of the provisions of this ordinance and the following relevant factors:

(a) The danger to life and property due to flooding or erosion damage;

(b) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;

(c) The danger that materials may be swept onto other lands to the injury of others;

(d) The compatibility of the proposed use with existing and anticipated development;

(e) The safety of access to the property in times of flood for ordinary and emergency vehicles;

(f) The costs of providing governmental services during and after flood conditions including maintenance and repair of streets and bridges, and public utilities and facilities such as sewer, gas, electrical and water systems;

(g) The expected heights, velocity, duration, rate of rise and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site;

(h) The necessity to the facility of a waterfront location, where applicable;

(i) The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use.

## **SECTION D. VARIANCE PROCEDURES**

- (1) The Appeal Board, as established by the community, shall hear and render judgment on requests for variances from the requirements of this ordinance.
- (2) The Appeal Board shall hear and render judgment on an appeal only when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the enforcement or administration of this ordinance.
- (3) Any person or persons aggrieved by the decision of the Appeal Board may appeal such decision in the courts of competent jurisdiction.
- (4) The Floodplain Administrator shall maintain a record of all actions involving an appeal and shall report variances to the Federal Emergency Management Agency upon request.
- (5) Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this ordinance.
- (6) Variances may be issued for new construction and substantial improvements to be erected on a lot of 1/2 acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing the relevant factors in Section C (2) of this Article have been fully considered. As the lot size increases beyond the 1/2 acre, the technical justification required for issuing the variance increases.
- (7) Upon consideration of the factors noted above and the intent of this ordinance, the Appeal Board may attach such conditions to the granting of variances as it deems necessary to further the purpose and objectives of this ordinance (Article 1, Section C).
- (8) Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- (9) Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.

[10) Prerequisites for granting variances:

(a) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

(b) Variances shall only be issued upon: (i) showing a good and sufficient cause; (ii) a determination that failure to grant the variance would result in exceptional hardship to the applicant, and (iii) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.

(c) Any application to which a variance is granted shall be given written notice that the structure will be permitted to be built with the lowest floor elevation below the base flood elevation, and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

(11) Variances may be issued by a community for new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that (i) the criteria outlined in Article 4, Section D (1)-(9) are met, and (ii) the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.

## **ARTICLE 5**

### **PROVISIONS FOR FLOOD HAZARD REDUCTION**

#### **SECTION A. GENERAL STANDARDS**

In all areas of special flood hazards the following provisions are required for all new construction and substantial improvements:

(1) All new construction or substantial improvements shall be designed (or modified) and adequately anchored to prevent flotation, collapse or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy;

(2) All new construction or substantial improvements shall be constructed by methods and practices that minimize flood damage;



(3) All new construction or substantial improvements shall be constructed with materials resistant to flood damage;

(4) All new construction or substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;

(5) All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system;

(6) New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the system and discharge from the systems into floodwaters; and,

(7) On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

## **SECTION B. SPECIFIC STANDARDS**

In all areas of special flood hazards where base flood elevation data has been provided as set forth in (i) Article 3, Section B, (ii) Article 4, Section B (8), or (iii) Article 5, Section C (3), the following provisions are required:

(1) **Residential Construction** - new construction and substantial improvement of any residential structure shall have the lowest floor (including basement), elevated to one foot above the base flood elevation. A registered professional engineer, architect, or land surveyor shall submit a certification to the Floodplain Administrator that the standard of this subsection as proposed in Article 4, Section C (1) a., is satisfied.

(2) **Nonresidential Construction** - new construction and substantial improvements of any commercial, industrial or other nonresidential structure shall either have the lowest floor (including basement) elevated to one foot above the base flood level or together with attendant utility and sanitary facilities, be designed so that below the base flood level the structure is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy. A registered professional engineer or architect shall develop and/or review structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with accepted

standards of practice as outlined in this subsection. A record of such certification which includes the specific elevation (in relation to mean sea level) to which such structures are flood proofed shall be maintained by the Floodplain Administrator.

(3) **Enclosures** - new construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:

(a) A minimum of two openings on separate walls having a total net area of not less than 1 square inch for every square foot of enclosed area subject to flooding shall be provided.

(b) The bottom of all openings shall be no higher than 1 foot above grade.

(c) Openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(4) **Manufactured Homes** -

(a) Require that all manufactured homes to be placed within Zone A on a community's FHBM or FIRM shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist flotation, collapse, or lateral movement. Methods of anchoring may include but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

(b) Require that manufactured homes that are placed or substantially improved within Zones A1-30, AH, and AE on the community's FIRM on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an

existing manufactured home park or subdivision on which a manufactured home has incurred "substantial damage" as a result of a flood, be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated to or above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

(c) Require that manufactured homes be placed or substantially improved on sites in an existing manufactured home park or subdivision with Zones A1-30, AH and AE on the community's FIRM that are not subject to the provisions of paragraph (4) of this section be elevated so that either:

(i) the lowest floor of the manufactured home is at or above the base flood elevation, or

(ii) the manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation, collapse, and lateral movement.

(5) **Recreational Vehicles** - Require that recreational vehicles placed on sites within Zones A1-30, AH, and AE on the community's FIRM either (i) be on the site for fewer than 180 consecutive days, or (ii) be fully licensed and ready for highway use, or (iii) meet the permit requirements of Article 4, Section C (1), and the elevation and anchoring requirements for "manufactured homes" in paragraph (4) of this section. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

## **SECTION C. STANDARDS FOR SUBDIVISION PROPOSALS**

(1) All subdivision proposals including the placement of manufactured home parks and subdivisions shall be consistent with Article 1, Sections B, C, and D of this ordinance.

(2) All proposals for the development of subdivisions including the placement of manufactured home parks and subdivisions shall meet Floodplain Development Permit requirements of Article 3, Section C; Article 4, Section C; and the provisions of Article 5 of this ordinance.

(3) Base flood elevation data shall be generated for subdivision proposals and other proposed development including the placement of manufactured home parks and subdivisions which is greater than 50 lots or 5 acres, whichever is lesser, if not otherwise provided pursuant to Article 3, Section B or Article 4, Section B (8) of this ordinance.

(4) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have adequate drainage provided to reduce exposure to flood hazards.

(5) All subdivision proposals including the placement of manufactured home parks and subdivisions shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize or eliminate flood damage.

#### **SECTION D. STANDARDS FOR AREAS OF SHALLOW FLOODING (AO/AH ZONES)**

Located within the areas of special flood hazard established in Article 3, Section B, are areas designated as shallow flooding. These areas have special flood hazards associated with flood depths of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow; therefore, the following provisions apply:

(1) All new construction and substantial improvements of **residential** structures have the lowest floor (including basement) elevated to or above the base flood elevation or the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least 2 feet if no depth number is specified).

(2) All new construction and substantial improvements of **non-residential** structures;

(a) have the lowest floor (including basement) elevated to or above the base flood elevation or the highest adjacent grade at least as high as the depth number specified in feet on the community's FIRM (at least 2 feet if no depth number is specified), or

(b) together with attendant utility and sanitary facilities be designed so that below the base specified flood depth in an AO Zone, or below the Base Flood Elevation in an AH Zone, level the structure is watertight with walls substantially impermeable to the passage of

water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads of effects of buoyancy.

(3) A registered professional engineer or architect shall submit a certification to the Floodplain Administrator that the standards of this Section, as proposed in Article 4, Section C are satisfied.

(4) Require within Zones AH or AO adequate drainage paths around structures on slopes, to guide floodwaters around and away from proposed structures.

#### **SECTION E. FLOODWAYS**

Floodways - located within areas of special flood hazard established in Article 3, Section B, are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris, potential projectiles, and erosion potential, the following provisions shall apply:

(1) Encroachments are prohibited, including fill, new construction, substantial improvements and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.

(2) If Article 5, Section E (1) above is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Article 5.

(3) Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in base flood elevations, provided that the community **first** completes all of the provisions required by Section 65.12.

#### **SECTION F. SEVERABILITY**

If any section, clause, sentence, or phrase of this Ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Ordinance.

#### **SECTION G. PENALTIES FOR NON COMPLIANCE**

No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this court order and other applicable regulations. Violation of the provisions of this court order by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this court order or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$500 for each violation, and in addition shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the City of Meadowlakes from taking such other lawful action as is necessary to prevent or remedy any violation.

**SECTION H. CERTIFICATION OF ADOPTION**

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

**PASSED:** \_\_\_\_\_  
**(adoption date)**

**ORDINANCE BECOMES EFFECTIVE:** \_\_\_\_\_  
**(effective date)**

I, the undersigned, Evan Bauer, do hereby certify that the above is a true and correct copy of an ordinance duly adopted by the City Council of the city of Meadowlakes, at a regular meeting duly convened on August 20, 2019.

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

{Seal}



# Federal Emergency Management Agency

Washington, D.C. 20472

CERTIFIED MAIL  
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:  
115-I

May 1, 2019

The Honorable Mary Ann Raesener  
Mayor, City of Meadowlakes  
177 Broadmoor Street, Suite A  
Meadowlakes, Texas 78654

Community: City of Meadowlakes,  
Burnet County,  
Texas  
Community No.: 481613  
Map Panels Affected: See FIRM Index

Dear Mayor Raesener:

On January 30, 2018, you were notified of proposed modified flood hazard determinations affecting the Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for Burnet County, Texas and Incorporated Areas. The statutory 90-day appeal period that was initiated on February 13, 2018, when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of the proposed flood hazard determinations for your community in *The Highlander*, has elapsed. The flood hazard determinations for your community may include the addition of and/or modifications to Base Flood Elevations, base flood depths, Special Flood Hazard Areas (SFHAs), zone designations, and regulatory floodways. SFHAs are the areas subject to inundation by the flood having a 1-percent chance of being equaled or exceeded in any given year (base flood).

FEMA did not receive any appeals of the proposed flood hazard determinations. In addition, any comments received have been resolved. Therefore, the determination of the Agency as to the flood hazard information for your community is considered final. FEMA will publish a notice of final flood hazard determinations in the *Federal Register* as soon as possible. The modified flood hazard information and revised map panels for your community will be effective as of November 1, 2019, and will revise the FIRM that was in effect prior to that date. For insurance rating purposes, the community number and new suffix code for the panels being revised are indicated above and on the maps and must be used for all new policies and renewals. Final printed copies of the report and maps will be mailed to you before the effective date.

No significant changes have been made to the flood hazard data since it was presented on the Preliminary and/or Revised Preliminary FIRM for your community; therefore, we encourage you to use these materials in the floodplain management regulation adoption process described below.

The modifications are pursuant to Section 206 of the Flood Disaster Protection Act of 1973 (Public Law 93-234) and are in accordance with the National Flood Insurance Act of 1968, as amended (Title XIII of the Housing and Urban Development Act of 1968, Public Law 90-448), 42 U.S.C. 4001-4128, and 44 CFR Part 65. Because of the modifications to the FIRM and FIS report for your community made by this map revision, certain additional requirements must be met under Section 1361 of the 1968 Act, as amended, within 6 months from the date of this letter. Prior to November 1, 2019, your community is required, as a condition of continued eligibility in the National Flood Insurance Program (NFIP), to adopt or show evidence of adoption of floodplain management regulations that meet the standards of Paragraph 60.3(d) of the NFIP regulations. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

It must be emphasized that all the standards specified in Paragraph 60.3(d) of the NFIP regulations must be enacted in a legally enforceable document. This includes the adoption of the effective FIRM and FIS report to which the regulations apply and the modifications made by this map revision. Some of the standards should already have been enacted by your community. Any additional requirements can be met by taking one of the following actions:

1. Amending existing regulations to incorporate any additional requirements of Paragraph 60.3(d);
2. Adopting all the standards of Paragraph 60.3(d) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of Paragraph 60.3(d).

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the 1973 Act as amended.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMCs) (i.e., Letters of Map Amendment [LOMAs], Letters of Map Revision [LOMRs]) that will be superseded when the revised FIRM panels become effective. Information on LOMCs is presented in four categories: (1) LOMCs that have been included on the revised FIRM panels; (2) LOMCs that have not been shown on the revised FIRM panels because of scale limitations or because the LOMC that was issued had determined that the lots or structures involved were outside the SFHA shown on the FIRM; (3) LOMCs that have not been included on the revised FIRM panels because they are being superseded by new detailed flood hazard data; and (4) LOMCs that will be re-determined. The LOMCs in Category 2 of this form are revalidated through a single letter that reaffirms the validity of a previously issued LOMC. LOMCs issued for multiple lots or structures where the determination for one or more of the lots or structures have changed (Category 4) cannot be revalidated through this administrative process. However, we will review the data which were previously submitted as part of the original LOMA or LOMR request and issue a new determination for the subject properties after the FIRM effective date.

Our Regional Office staff would be happy to assist you with any difficulties you may encounter enacting the floodplain management ordinances. If you have questions regarding your application or any other questions, please feel free to contact one of the Regional contacts listed below for additional assistance.

For questions concerning:	Name	Telephone Number	Email
Engineering/Mapping	Ms. Jennifer Knecht	(940) 898-5553	jennifer.knecht@fema.dhs.gov
Community Outreach	Ms. Cynthia Wirz	(940) 898-5164	cynthia.wirz@fema.dhs.gov
Insurance	Mr. Gilbert Giron, Jr.	(940) 383-7253	gilbert.giron@fema.dhs.gov
Compliance	Mr. Trey Rozelle	(940) 898-5412	trey.rozelle@fema.dhs.gov

If there are further questions regarding the FIRMs for the community, please contact the Texas Water Development Board. Michael Segner, the NFIP State Coordinator, is accessible by telephone at (512) 463-3509 in writing at 1700 North Congress Avenue, P.O. Box 13231, Austin, Texas, 78711-3231, or by email at michael.segner@twdb.texas.gov.

Additional information and resources your community may find helpful regarding the NFIP and floodplain management, such as *The National Flood Insurance Program Code of Federal Regulations, Answers to*



*Questions About the National Flood Insurance Program, Frequently Asked Questions Regarding the Effects that Revised Flood Hazards have on Existing Structures, Use of Flood Insurance Study (FIS) Data as Available Data, and National Flood Insurance Program Elevation Certificate and Instructions*, can be found on our website at <https://www.fema.gov/letter-final-determination>. Paper copies of these documents may also be obtained by calling the FEMA Map Information eXchange (FMIX) at 1-877-FEMA MAP (1-877-336-2627) or by email at [FEMAMapSpecialist@riskmapcds.com](mailto:FEMAMapSpecialist@riskmapcds.com).

Sincerely,



Luis Rodriguez, P.E., Director  
Engineering and Modeling Division  
Federal Insurance and Mitigation Administration

Enclosure:  
Final SOMA

cc: Community Map Repository  
Mr. Mike Williams, Floodplain Administrator, City of Meadowlakes  
Mr. Michael Segner, State NFIP Coordinator, Texas Water Development Board (electronic copy)  
Ms. Jennifer Moss, Deputy Regional Technical Coordinator, RSC 6 (electronic copy)

## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item
------------------------------------

**DATE:** August 2, 2019

**REFERENCE:** Resolution 2019-09-  
Investment Policy

**Council Meeting Date:** August 20<sup>th</sup>, 2019

**AGENDA ITEM:** Agenda Item Resolution 2019-09-Adoption of Investment Policy

**FROM:** Johnnie Thompson, City Manager

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**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. The attached policy is identical to the current one except for the addition of Section XIV “Investment Training Requirements.” Recently, the Act was amended to allow for the exemption of the requirement of continuing education hours provided that the Investment Officer certifies by sworn affidavit that the City invest its funds only in interest-bearing accounts or certificate of deposits. Please find, accompanying this MEMO, said affidavit. Before the granting of this exemption, our investment officer was required to obtain no less than eight (8) hours of continuing education every two years.

The City’s depository is BanCorp South in which the maximum funds on deposit in the past year was just under \$1.251 million. These funds are secured partially by FDIC insurance and, in addition to FDIC, the bank has pledged an additional \$2.355 million in securities. Thus, all City’s funds are secured either by insurance or the additional pledged securities. A third party (Federal Reserve) holds the pledged securities, and they can only be released with the City’s approval.

Attached, please find Resolution 2019-09, which has the investment policy 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 and the addition of Section XIV, as mentioned above. Our policy is considerably more restrictive than it could be, the Act allows investments in a wide

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range of securities, bonds, and notes, however, basically our policy only allows investment in CDs and government-backed investment pools.

**RECOMMENDATION:**

I would recommend the adoption of Resolution 2019-09, which adopts the City's "Investment Policy."

**City of Meadowlakes**  
**RESOLUTION 2019-09**  
**August 20<sup>th</sup>, 2019**

**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 is hereby, repealed, and all other provisions not in conflict with the provisions of this resolution shall remain in effect.
- 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 August 2019.

**CITY OF MEADOWLAKES**

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Mary Ann Raesener, Mayor

**ATTEST:**

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Evan Bauer, City Secretary

# INVESTMENT POLICY

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## City of Meadowlakes

Approved: August 20, 2019

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# **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 a 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 a certificate of deposits without soliciting offers/bids when deemed economically 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 TRAINING REQUIREMENTS**

A newly appointed Investment Officer shall attend a training session of at least ten (10) hours of instruction within twelve (12) months of the date the office took office or assumed the officer’s duties. In accordance with Texas Public Funds Investment Act (Act), the designated Investment Officer shall attend eight (8) hours of investment training every two years related to investment risks and responsibilities as specified in the Act. These continuing education hours shall not be required as long as the City only invests in interest-bearing deposits accounts or certificates of deposits.

## **XV. 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.

## **XVI. ADOPTING CLAUSE**

This Investment Policy for the City of Meadowlakes, Burnet County, Texas, was adopted by the adoption of Resolution 2019-09 on this the 20<sup>th</sup> day of August 2019.

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Mary Ann Raesener, Mayor

Attest:

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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>	

State of Texas  
County of Burnet

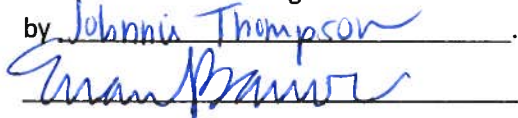
I, Johnnie L. Thompson, City Manager/Investment Officer for the City of Meadowlakes, Burnet County, Texas hereby certify that all funds and investments of the City of Meadowlakes are either invested interest-bearing accounts or certificate of deposits as authorized by the Texas Public Funds Investment Act and as set-forth in the City of Meadowlakes Investment Policy as adopted on March 20, 2018.



Johnnie L. Thompson, City Manager/Investment Officer

State of Texas  
County of Burnet

This instrument was signed and sworn before me on this 2<sup>nd</sup> day of August, 2019,  
by Johnnie Thompson.



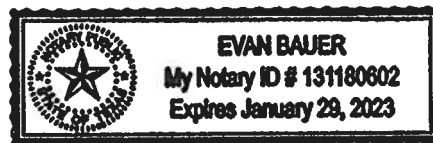
Notary Signature



Notary Printed Name

Notary Public for the State of Texas

My commission expires 1/29/, 2023



## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item – Appointment to Serve in the absence of City Manager
--

**DATE:** August 13, 2019

**REFERENCE:** New Business-Designee to service in the absence of City Manager

**Council Meeting Date:** August 20<sup>th</sup>, 2019

**AGENDA ITEM:** Agenda Item # 7-C – Confirmation of City Manager appointment to serve as City Manager in the absence or disability of the City Manager

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

The Council, in May of 2010, adopted Ordinance 2010-08, which established the Office of the City Manager. Please find below Section 3 of this ordinance which requires the City Manager to appoint a designee to serve in his/her absence as City Manager subject to Council's approval. This appointment is only temporary until the City Manager returns to work. Currently, Mike Williams is my designee, which the Council approved in 2010, and as you know, he will be leaving the City's employment in early September. I have attached a letter designating Ms. Debbie Holley, subject to your approval, as my designee, per the terms and conditions as outlined in Ordinance 2010-08.

**Section 3. Absence or Disability of City Manager.**

*By letter filed with the City Secretary, the City Manager shall designate, subject to the approval of the council, a qualified city administrative officer to exercise the powers and perform the duties of manager during his temporary absence or disability. During such absence or disability, the council may revoke such designation at any time and appoint another officer of the city to serve until the City Manager shall return or his disability shall cease.*

**RECOMMENDATION:**

I would recommend the approval of Ms. Holley as my designee to service in my absence.

---

# ***City of Meadowlakes***

**177 Broadmoor Street  
Meadowlakes, Texas 78654  
830-693-6840**

August 13, 2019

Mayor and City Council,

The City Council, on May 5<sup>th</sup>, 2010, approved Ordinance 2010-08, which established the office of the City Manager. Per the terms and conditions of Section 3 of this Ordinance, the City Manager shall designate a qualified city administrative officer to exercise the powers and perform the duties of the city manager during his temporary absence or disability. This appointment is subject to Council approval and may be revoked by the Council at any time.

Currently, Mr. Mike Williams, Public Works Director serves as my designee, as you are aware Mr. Williams will be leaving our employment in September 2019, thus the need to appoint another designee to serve in my absence.

I hereby appoint Ms. Debbie Holley, Treasurer, to serve as City Manager in my absence or disability effective September 1<sup>st</sup>, 2019, and I respectfully request your confirmation of her appointment. Ms. Holley has been employed by the City of over ten years and is a competent and dedicated employee, and I am confident she can fulfill my duties in my absence.

Sincerely,



Johnnie L. Thompson  
City Manager

# City of Meadowlakes

## Mayor and Council Communication

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

**DATE:** August 14, 2019

**REFERENCE:** Agenda Item 7-D – Appointment of  
Application Review Committee

**COUNCIL MEETING DATE:** August 20<sup>th</sup>, 2019

**AGENDA ITEM:** 7-D

**FROM:** Evan Bauer, City Secretary

Approved by Counsel: N/A

**SUBJECT:** On October 31<sup>st</sup>, 2019 the Building Committee and the Planning and Zoning Commission (P&Z) each will have members whose terms will expire. Per the “City of Meadowlakes Appointment Procedures for Commissions, Boards and Committees”, the Mayor is charged with appointing two members from Council to serve on the “Application Review Committee”. One of these two members shall serve as the Chair of this committee.

Two additional members of the committee shall be appointed by a majority vote of the Building Committee and P&Z, when vacancies exist. In addition, the Building Committee Application Review Committee shall include one member appointed by the Meadowlakes POA.

Members of the Building Committee and the Planning and Zoning Commission each hold two-year terms. Please refer to the breakdown below for details:

*\*Those with terms expiring are reflected in bold type*

**Building Committee:**

Member	Place	Term
Joe Summers	1	11/1/18 to 10/31/20
Bob Powers	2	11/1/18 to 10/31/20
<b>Bob Henderson</b>	<b>3</b>	<b>11/1/17 to 10/31/19</b>
<b>Steve Nash (Chairman)</b>	<b>4</b>	<b>11/1/17 to 10/31/19</b>
<b>Anthony Sosinski</b>	<b>5</b>	<b>11/1/17 to 10/31/19</b>

**Planning & Zoning:**

Member	Place	Term
<b>Priscilla Muse</b>	<b>1</b>	<b>11/1/17 to 10/31/19</b>
Katherine Zimmerman	2	11/1/18 to 10/31/20
<b>Paul Pierce</b>	<b>3</b>	<b>11/1/17 to 10/31/19</b>
Larry Latshaw	4	11/1/18 to 10/31/20
<b>Jerrial Wafer</b>	<b>5</b>	<b>11/1/17 to 10/31/19</b>

**ACTION REQUIRED:** Appointment of two members of Council by Mayor Raesener to serve on the Application Review Committee.

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# City of Meadowlakes

## Mayor and Council Communication

**COUNCIL ACTION:** Agenda Item #7-E-Ordinance 2019-03-Amending Fees

**DATE:** August 13, 2019

**REFERENCE:** Agenda Item #7-E-Ordinance  
2019-03-Amending Sections A10 and A50 of  
Code of Ordinances

**COUNCIL MEETING DATE:** August 20, 2019

**AGENDA ITEM:** #7-E-Ordinance 2019-03

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: N/A

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**SUBJECT:**

We have been notified by ATS, our third-party building inspection firm, that effective September 1<sup>st</sup> they will be increasing inspection fees approximately \$10 per inspection. This is the first increase we have seen in over five years, and basically, we pass the cost of inspections directly to the builder. To recover the cost associated with increased inspection, we must adjust our building related fee schedules. We also added the following fees to the schedule:

Dumpster/Trash Trailer good for only 30 days \$ 50  
(If a remodel does not require a permit, but trash is generated, this would allow an individual to obtain a permit for the temporary placement of a trash receptacle in their driveway without a possible violation of other City ordinances.)

Roof Replacement plus \$250 refundable cleanup deposit \$ 150  
(This fee was added in order to make certain that any roofing complies with our ordinances and ensure proper cleanup of the job site)

Driveway/Flatwork which is not associated with new construction \$ 150  
(We are getting more and more inquiries about adding additional driveways which usually requires an employee to review the proposed work in order to prevent damage to the streets or our utilities', this fee will cover those costs)

In addition, the cost of new water and wastewater tap fees have been increased to cover the added cost associated with the cost of the meter, installation, materials, and labor.

**RECOMMENDATIONS:**

Staff would recommend approval of Ordinance 2019-03 as drafted.

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# City of Meadowlakes

## ORDINANCE 2019-03

August 20, 2019

**AN ORDINANCE OF THE CITY OF MEADOWLAKES, TEXAS, AMENDING  
APPENDIX A, SECTIONS A10 AND A50 OF THE CODE OF ORDINANCES;  
PROVIDING A SEVERABILITY CLAUSE; PROVIDING AN EFFECTIVE DATE;  
AND PROVIDING AN OPENING CLAUSE.**

WHEREAS, the City Council of the City of Meadowlakes, Texas adopted a new Code of Ordinances on June 11, 2013; and

WHEREAS, the City Council wishes to revise a portion of said Code of Ordinances; and

WHEREAS, pursuant to Texas Local Government Code Chapter 51, the City Council has the general power to adopt and publish an ordinance that is for the good of its citizens; and

WHEREAS, the City Council finds this Ordinance to be reasonable and necessary;

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

**SECTION I.** The above and foregoing recitals are hereby found to be true and correct and are incorporated herein as findings of fact.

**SECTION II.** The City of Meadowlakes Code of Ordinances is hereby amended by amending Appendix A of the Meadowlakes Code as outlined and instructed in attached Exhibit "A".

**SECTION III.** 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 IV.** The City Secretary of the City of Meadowlakes, Texas is hereby directed to engross and enroll this ordinance by copying the caption, and effective date clause of this ordinance in the minutes of the City Council of the City of Meadowlakes and by filing said ordinance in the ordinance records of the City.

**SECTION V.** This ordinance shall take effect on August 21<sup>st</sup>, 2019 and after publication in accordance with the publication provisions as so stated in Section 4 of this ordinance.

**SECTION VI.** 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.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES  
ON THIS THE 20<sup>th</sup> DAY OF AUGUST 2019.**

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**Mary Ann Raesener, Mayor**

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**Evan Bauer, City Secretary**

## **EXHIBIT "A"**

### **Subsection (A1) of Appendix A – FEES, RATES AND MISCELLANEOUS PROVISIONS be deleted in its entirety and replaced as follows:**

(A1) Building Permits. The following is a listing of the building permit fee schedule:

#### **New Construction**

Commercial Building under 5,000 square feet	\$1,750*
Commercial Building over 5,000 square feet	\$2,000*
Single Story Residential Unit under 3,000 square feet	\$ 900**
Two Story Residential Units under 3,000 square feet	\$1,060**
Residential Unit over 3,000 square feet	\$1,060**

#### **Remodel/Addition Construction**

Single room on existing foundation	\$ 750**
Two or more rooms on existing foundation	\$ 585**
Single or two rooms on new foundations	\$ 645**

<b><u>Pool or Spa</u></b>	\$ 600**
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\*Upon application of plans for a commercial building, a non-refundable fee of \$500 will be required, which will be deducted from the total permit fee.

\*\*Upon application of plans for single, two story residential unit, remodel or pool/spa, a non-refundable fee of \$275 will be required, which will be deducted from the total permit fee.

<b><u>Refundable Cleanup Deposit</u></b>	\$ 500
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The Cleanup Deposit will be refunded less any re-inspection fees upon issuance of the Certificate of Occupancy and the restoration of the building site and any adjacent property damaged during the construction process.

### **Other Construction Related Fees**

Fence/Deck/Patio Cover/Arbor (\$50 due upon application)	\$ 100
Playscape	\$ 5
Flood Plain Permit (due upon application)	\$ 100
Docks (no utilities, \$150 due upon application)	\$ 330
Docks (with utilities, \$150 due upon application)	\$ 415
Replacement Hot Water Heater	\$ 5
Irrigation Permit	\$ 35
Variance Request (due upon application)	\$ 100
Amended Plat Application (due upon application)	\$ 100
Dumpster/Trash Trailer (permit only good for 30 days)	\$ 50
Roof Replacement (plus \$250 refundable cleanup deposit)	\$ 150
Driveway/Flatwork (not associated with new construction)	\$ 150

### **Section A50. – Public Works Department Fees be amended as follows:**

*Amend existing §A50 – **Public Works Department Fees** to include adjusted wording as shown by inserting wording as indicated in bold and underlined and deleting wording indicated by single strikethrough as follows:*

*Amend existing Subsection (H) to include adjusted wording as shown by inserting wording as indicated in bold and underlined and deleting wording indicated by single strikethrough as follows:*

Water tap fee 1" meter	<del>\$925.00</del> <b><u>\$1,175.00</u></b>
Sewer tap fee	<del>\$725.00</del> <b><u>\$ 925.00</u></b>

## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item #7-F-Service Agreement with ATS
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**DATE:** August 13, 2019  
Agreement

**REFERENCE:** Agenda Item #7-F-Service  
Agreement for building inspection services

**COUNCIL MEETING DATE:** August 20, 2019

**AGENDA ITEM:** #7-F-Service Agreement with Arch Technical Services LLC. Dba ATS  
Engineers, Inspectors and Surveyors

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: N/A

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**SUBJECT:**

As mentioned in the previous MEMO related to Ordinance 2019-03, ATS, the third-party contractor that we use to conduct building inspections on our behalf, has notified us that they will be increasing inspection fees September 1<sup>st</sup>. ATS has been providing inspection services to the City for over five years, and this is the first increase we have seen.

They have proposed a new contract that reflects their new fees; the agreement appears to be identical to our current one except for the increased fee schedule.

**RECOMMENDATION:**

I would recommend that you authorize the City Manager to execute, on behalf of the City, an updated service agreement with ATS.

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