

# **City of Meadowlakes**

## **AGENDA**

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### **City Council Meeting**

Tuesday, April 16, 2019 - 5:00 p.m.

Totten Hall, Meadowlakes Municipal Offices  
177 Broadmoor Street, Meadowlakes, Texas

Notice is hereby given that a Meeting of the City Council of the City of Meadowlakes, Texas will be held on Tuesday, April 16, 2019 at 5:00 p.m. at Totten Hall, Meadowlakes Municipal Building, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

- 1. CALL TO ORDER AND QUORUM DETERMINATION**
- 2. PLEDGE OF ALLEGIANCE AND PRAYER**
- 3. CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda related items. Citizens wishing to address the Council must complete an "Application to Address" which must be submitted to the City Secretary at least ten (10) minutes before the commencement of the City Council Meeting, and each speaker will be limited to a maximum speaking time of three (3) minutes.*
- 4. MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only.)*
  - A. Operations in general - City Manager Johnnie Thompson
    1. Golf Cart Path Improvements
    2. Water Treatment Plant SCADA upgrades/renovation
    3. Ordinance and Animal Control Report
    4. Patrol Activity Report
    5. Building Committee Report
  - B. Briefing on Golf Operations – Klotz
  - C. Briefing on Food and Beverage – Ingalsbe
  - D. Public Works - Mike Williams
- 5. CONSENT ITEMS** *(The items listed are considered to be routine and non- controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s).*
  - A. Minutes of the prior Council Meeting
  - B. March 2019 Financial Statements

## 6. NEW BUSINESS

- A. Discussion/Action – Contracting with YMCA of the Highland Lakes for staffing and operating of the City swimming pool. Klotz/Thompson
- B. Discussion/Action – Ordinance Number 2019-01 – Amending Chapter 1 of the 2015 International Residential Code. Barry/Woods/Thompson

## 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 May 21st at 5:00 p.m.***

## 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 April 11<sup>th</sup>, 2019 at 1:30pm 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 March 2019

Calls Received:	Ordinance line:	8
	Animal Control line:	11
	Security Gate:	0
	City Hall:	2
	State Health Dept	0
	Sherriff's Dept	0

62 Notices were issued during the month of March:

- 1 notice regarding Ordinance 4-5 - allowed pet to leave lot line unrestricted
- 4 notices regarding Ordinance 4-75 - pet not registered with the City
- 1 notice regarding Ordinance 20-55 – bushes growing onto golf course need trimming
- 5 notices regarding Ordinance 20-55 – yard needs mowing
- 3 notices regarding Ordinance 20-55 – limbs on property over 14 days
- 24 notices regarding Ordinance 20-55 – trash or recycle containers visible from the street
- 14 notices regarding Ordinance 22-3 – sign violations most of which involved political signs
- 1 notice regarding Ordinance 28-55 - golf cart stored on drive
- 1 notice regarding Ordinance 28-55 - vehicle parked on lot
- 5 notices regarding Ordinance 28-56 – trailer or boat stored on drive over 3 days in 7
- 1 notice regarding Ordinance 28-56 – boat parked on street between 10 pm and 7 am
- 2 notices regarding PMC 302.8 - unlicensed or inoperable vehicles stored on drive

29 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

8 Warning Notices were issued - two regarding Ordinance 4-5 - for allowing dogs to leave lot line unrestricted, three regarding Ordinance 20-55 and PMC 302.8 - for storing an inoperable vehicle on drive, one regarding Ordinance 20-55 for leaving a trash can visible from street pasted allowed time and two regarding Ordinance 28-55 - for parking a vehicle on the street over 3 days in 7

9 Verbal warnings were issued

1 Disposed of skunk and delivered to vet for Rabies testing

1 Picked up dog and returned to owner

2 Picked up dead animal and removed from City

Submitted by:

*Pat Preston*

Pat Preston  
Ordinance Enforcement Officer & Animal Control Officer  
April 3, 2019

## MEADOWLAKES PATROL ACTIVITY REPORT March 2019

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
03/01/19													
03/02/19													
03/03/19													
03/04/19	Mon	Koenning	9am	6pm	9	1	4	0	0	11:41 am Dispatched to Meadowlakes Drive in reference to Fraud report. Call sheet #19-007226. Report taken  3:30 pm Monitored school bus unloading  4:25 pm Monitored school bus unloading	128407	128434	27
03/05/19	Tues	Koenning	11:30am	4:30pm	5	0	1	0	0	3:30 pm Monitored school bus unloading	128434	128445	11
03/06/19													
03/07/19													
03/08/19	Fri	Koenning	2:30pm	6:30pm	4	1	1	0	0	3:30pm Monitored school bus unloading 4:35pm - Monitored school bus unloading	128855	128870	15
03/09/19	Sat	Koenning	12:15pm	5:15pm	5	1	5	0	0	Patrol & radar	128870	128889	19
03/10/19													
03/11/19													
03/12/19													

## MEADOWLAKES PATROL ACTIVITY REPORT March 2019

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
03/13/19	Wed	Koenning	12:30pm	6:30pm	6	1	1	0	0	1:30 pm-2:45 pm Security meeting @ City Hall  3:30 pm Monitored school bus unloading  4:25 pm Monitored school bus unloading	129286	129307	21
03/14/19													
03/15/19													
03/16/19													
03/17/19													
03/18/19													
03/19/19	Tues	Koenning	9:15am	6:45pm	9.5	0	2	0	0	10:30 am Called to City Hall to meet complainant in reference to Criminal Trespass. 3 CTWs (Criminal Trespass Warning) were issued to subjects.  11:07 am Called to residence on Mahan in reference to a theft call (BCSO call #19-009161). Report Made.  5:00 pm-6:30 pm City Council meeting security.	129307	129319	12
03/20/19	Wed	Koenning	3:45pm	6:45pm	3	0	0	0	0	Patrol & radar	129351	129357	6
03/21/19													

## MEADOWLAKES PATROL ACTIVITY REPORT March 2019

DATE	DAY	DEPUTY	TIME	TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Start Mile	End Mile	Total
03/22/19	Fri	Koenning	3pm	6:30pm	3.5	2	3	0	0	3:35 pm Dispatched to residence on Turkey Run in reference to suspicious person. Subject was found to be a handy man working at the residence. Subject was given the wrong address at first and went to a different address on Turkey Run. (BCSO call sheet #19-009538)	129357	129370	13
03/23/19	Sat	Koenning	4pm	8pm	4	0	0	0	0	Patrol & radar	129370	129386	16
03/24/19													
03/25/19													
03/26/19													
03/27/19													
03/28/19	Thurs	Koenning	2:45pm	6:45pm	4	0	0	0	0	3:30 pm Monitored school bus unloading 4:20 pm Monitored achool bus unloading	129813	129826	13
03/29/19													
03/30/19													
03/31/19													
<b>TOTALS</b>						<b>6</b>	<b>17</b>	<b>0</b>	<b>0</b>				<b>153</b>

### Citation breakdown:

6 total - 1 - Expired registration  
1- fail to stop for school bus  
1- speeding 41/25  
1- speeding 39/25  
1- speeding 37/25  
1- no drivers license

# Building Committee Report

March-19

Authorized By: Steve Nash,  
Building Committee Chairman

## Approved Permits

*Issued*

*Outstanding Under Cons*

Deck				
Fence		5		2
Remodel				
New Home 129 Firestone Pl.		1		6
Variance 108 Pinehurst		1		
Patio Cover/Remodel		1		1
Arbor/Pergola				1
Swimming Pool/Hot Tub				3
Play Scape				
Other- Boat Docks		1		2
Plat Amendment				
Consultation				
Permit Revision				
Total		9		15
Applications Denied/tabled				
Deck				
Fence				
Remodel				
New Home				
Variance				
Patio Cover/Enclosure				
Arbor				
Swimming Pool/Hot Tub				
Play Scape				
Other- Boat Docks				
Plat Amendment				
Consultation				
Permit Revision				

## MEMORANDUM

Date: March 13, 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. Painted picnic tables from the pavilion, replaced bumpers and wood around dock at the lake park and 1 mowing cycle of vacant lots. Started drainage improvements between #2 teebox and Broadmoor.
2. The following items were completed at the golf complex: Weekly cleaning and maintenance at the pool, landscaping around the pro shop.
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 around June of 2019.
4. Drainage repair work next to 339 Meadowlakes Drive has been completed.
5. Installed 2 new water taps.
6. Repaired 1 small water leak.
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	
May	12	8.9	9.2	16.5	17.7	
June	11.3	13	15	17.3	20.6	
July	15.2	24.3	24.8	22.0	22.5	
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 Stated Meeting Minutes March 19, 2019

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on March 19<sup>th</sup>, 2019, beginning at 5:00 p.m. in accordance with the duly posted notice of said meeting.

## Present:

Mary Ann Raesener, Mayor  
Mike Barry, Councilmember  
James Woods, Councilmember  
Jerry Drummond, Councilmember  
Bob Brown, Councilmember

## Staff:

Johnnie Thompson, City Manager  
Evan Bauer, City Secretary  
Debbie Holley, Treasurer  
Mike Williams, Public Works Director  
Larry Panther, Head Golf Pro  
Debbie Ingalsbe, Food and Beverage Manager

## Guests:

Keith & Tracie Neffendorf, Neffendorf & Knopp, P.C.

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Raesener called the meeting to order at 5:00 p.m. and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Raesener led Council and guests in the Pledge of Allegiance. Councilmember Woods led Council and guests in prayer.
3. **CITIZEN COMMENTS.** Council heard comments from the following residents:  
Ms. Wendy Buerger addressed the Council regarding the swimming pool hours and the fact that lifeguards are required to be present during operating hours.

Longtime resident James Woods expressed his extreme frustration over the juvenile and immature behavior of some individuals over the past several of weeks in reference to certain political signage and the divisiveness of citizens within the community. While people are free to express their own personal opinions, Councilmember Woods believes that those opinions are not supportive of the city, its citizens, or the POA. He also stated that, in reference to those certain individuals, residents be mindful of placing signs on private property.

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. **Larry Panther Resignation** - Golf Course General Manager Larry Panther has resigned to take a position in South Carolina. Mr. Thompson reported that Larry should be on location

through the 15th of April. Mr. Thompson has asked Larry Upton, James York, and Patti Wray to assist him with the selection of the next Golf Course General Manager. Mr. Upton and Ms. Wray are avid golfers and former members of the PFC Board of Directors. Mr. York has been a resident of the City for over 20 years and has extensive experience in the business world, he also has a degree in Hotel and Resort Management. There are three local individuals that have expressed interest in the job, and Mr. Thompson hopes to have them interviewed and offer the job to one of the candidates next week.

2. **Lot 519, 102 Firestone Place** - The city has closed on the purchase of this lot. Mr. Thompson hopes that by mid to late April, the work will begin to channel waters from the adjacent property owners.
  3. **Lowering of Lake Marble Falls** - Lake Marble Falls began refilling on Monday, March 18th and should be back to a normal level by Wednesday the 20th. Once the lake is refilled, all watering restrictions will be lifted.
  4. **Cart Paths** – The County plans on moving in their equipment the last week of this month, and it is hoped that the city will begin work on the paving of the cart paths the first week in April. This project had to be delayed slightly due to several tournaments that were scheduled for late March.
  5. **Water Treatment Plant SCADA Upgrades** – The major portion of the SCADA upgrades have been completed. The contractor is scheduled to return on the 26th to install some additional equipment and to work out some bugs in the system.
  6. **Ordinance & Animal Control** - Responded to 27 calls during February, mailed 45 ordinance violation letters (mainly dealing with trash and recycle containers visible from the street), issued 12 warning tickets (mainly for parking infractions), three warning notices, and issued four verbal warnings. In addition, he removed seven trapped animals from the City. One skunk tested for rabies.
  7. **Patrol Activity Report** - In February, 53 hours and 206 miles were logged. Four citations were issued; two for failure to stop at a STOP sign, and two for expired vehicle registrations. He also responded to numerous calls within the City.
  8. **Building Committee Report** – In February, the Building Committee issued 4-fence, 1-remodel, 1-patio, 1-jet ski, and two new home permits. The new homes will be built at 118 Dove and 128 Preston Trail. The City has 16 open permits.
- B. **Golf Course/Food & Beverage Operations** – Larry Panther reported that there was a golf cart stolen from the golf shop and, while the cart was recovered, a police report was filed. He also reported that the golf shop is fully staffed and that outside play accounted for approximately 56% of golf revenue for the month. Unlike the golf shop, the restaurant is always needing staff. Mr. Panther reported that restaurant manager, Debbie Ingalsbe, is planning on having a Sunday buffet once a month. She has a few parties/events that are scheduled for the coming weeks.

- C. **Public Works** – Public Works Director, Mike Williams, reported that city employees have completed the clean-up of the POA lakeside park. Mr. Williams recognized the great effort these city employees have made in the aftermath of the October 2018 flood. He also reported that the FEMA maps have been approved and we have 90 days to review them.

**5. CONSENT ITEMS:**

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

After discussion, Councilmember Brown made a motion, which was seconded by Councilmember Woods, to approve the consent items as presented. The motion carried with a 4-0 vote.

**6. OLD BUSINESS ITEMS:**

- A. **Update on the May 2019 Election** - City Secretary Evan Bauer informed council that since Meadowlakes is the only entity in southern Burnet County that is having an election, the cost will be around \$4500.00. Early voting begins April 22nd and ends April 30th. Election Day is May 4th.

**7. NEW BUSINESS:**

- A. **Discussion/Action: Resolution 2019-03 - Approval of Fiscal Year 2018 Audit.** Mr. Keith Neffendorf, CPA, of the firm Neffendorf & Knopp, P.C. of Fredericksburg, addressed the Council regarding the City's fiscal year 2018 audit for the fiscal year ending September 30, 2018. Mr. Neffendorf's firm was retained to conduct an independent audit of the City's financial statements. Mr. Neffendorf reviewed the draft audit with Council and reported that, in his opinion, the city was in good financial condition and that he had no reservations in declaring the audit as an "Unqualified or Clean" opinion. An unqualified opinion means that the city's financial reports present fairly in its financial position and that its financial statements conformed to generally accepted accounting principles. After Mr. Neffendorf's review, Councilmember Barry made a motion to approve Resolution 2019-03, which formally adopts the fiscal year 2018 audit as presented. The motion was seconded by Councilmember Brown and carried with a 4-0 vote. A copy of the audit is available for viewing at City Hall.

- B. **Discussion/Action: Resolution 2019-04 - Participation in Regional Flood Assessment Committee and appointment of a representative.** Mr. Thompson briefed the council about an outreach of the ad hoc committee of our local residents and the Central Texas Water Coalition. This regional flood assessment committee is in its infancy and will be made up of representatives from local governmental entities in both Llano and Burnet Counties. After discussion, Councilmember Drummond made a motion to adopt Resolution 2019-04 which appoints resident Mark Bentley and City Manager Johnnie Thompson to represent the City of Meadowlakes on this committee for a two year term. The motion was seconded by Councilmember Barry and carried with a 4-0 vote.

- C. **Discussion/Action: Report from Committee on costs associated with providing contractual services to the Meadowlakes Property Owners Association, Inc.** This Committee, formed by Mayor Raesener in January, has met on several occasions and has compiled a cost analysis report regarding the cost of providing contractual services to the POA. Councilmember Woods, presented this analysis to council and guests present and will request it be added to the next POA meeting agenda. After discussion, Councilmember Drummond made a motion that, subject to their approval, this analysis be presented to the POA at their next regular monthly meeting. The motion was seconded by Councilmember Brown and carried with a 4-0 vote. (A copy of the cost analysis is attached).

**8. ANNOUNCEMENTS:**

The next regularly scheduled City Council meeting is April 16th at 5:00 p.m.

**9. ADJOURNMENT:** Mayor Raesener adjourned the meeting at 6:32pm.

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

**Date:** April 9, 2019

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

**Date:** April 9, 2019

# City of Meadowlakes

## Second Quarter Financial Report

March 31, 2019

### Overview

This report summarizes the City's overall financial position for the first six months of the current fiscal year. This report will give the reader a brief picture of the City of Meadowlakes' financial status for the period of October 1, 2018, through March 31<sup>st</sup>, 2019. This report has been compiled by staff, and the figures presented here are unaudited and based on detailed information generated by the City of Meadowlakes financial reports.

### General Fund-Overview

At the end of the first six months of FY19, General Fund revenues were approximately 2.3% more than those budgeted for the period, and expenses for the period were 13.2% less than those budgeted. The net gain for the Fund stood at \$201,463, about \$43,000 greater than estimated for this period and nearly \$7,300 higher than for the same period last fiscal year.

#### General Fund Comparison of Projected Revenues and Expenses To Actual as of March 31, 2019

	FY19 Annual Budget	Budgeted Oct-18 through Mar-19	Actual Oct-18 through Mar-19
Total Revenue	\$727,200 <sup>1</sup>	\$540,463 <sup>2</sup>	\$486,959 <sup>3</sup>
Total Expenditures	\$727,200 <sup>4</sup>	\$373,998 <sup>5</sup>	\$340,605 <sup>6</sup>
Net Gain/Loss	\$ -0-	\$166,465	\$146,354

Notes:

- #1-Includes utilizing \$119,500 in uncommitted Fund reserves
- #2-Includes utilizing \$64,500 in uncommitted Fund reserves
- #3-Total transfers out and capital purchases for a period equal \$55,109
- #4-Reflects total of \$119,500 in, transfers out and capital purchases for the fiscal year
- #5-Reflects \$45,000 in, transfers out to other funds for the referenced period
- #6-Reflects \$55,109 in capital purchases and transfer out to other funds

**General Fund Revenues** – The first six months of revenues (period) for the General Fund exceed those budgeted for the period by about \$11,000. A donation by Burnet County to help with flood relief accounted for about \$5,000 of this increase, and a slight increase in other revenue streams account for the other \$6,000.

The Fund's total revenues and transfers in were about \$15,000 greater of the first 6-months of FY19 over those of FY18, mainly due to the above reference increases in revenues.

#### General Fund Comparison of Projected Revenues To Actual as of March 31, 2019

General Fund Revenue	FY19 Annual Budget	Budgeted Oct-18 through Mar-19	Actual Oct-18 through Mar-19
Ad Valorem Taxes	\$385,300	\$363,321	\$364,425
Franchise Fees	\$51,500	\$26,675	\$29,696
Building Income	\$7,200	\$3,396	\$4,565
Judicial Income	\$7,500	\$4,500	\$3,971
Miscellaneous	\$6,200	\$3,071	\$9,302
Contract Services	\$150,000	\$75,000	\$75,000
Transfer In	\$119,500 <sup>1</sup>	\$64,500 <sup>2</sup>	\$0
TOTAL REVENUE	\$727,200	\$540,463	\$486,959

Notes:

- #1-Reflects utilizing \$119,500 in uncommitted Fund reserves
- #2-Reflects utilization of \$64,500 in uncommitted Fund reserves

**Ad Valorem Tax:** Ad Valorem (Property Tax) revenues for the period are slightly above those budgeted for the period and about \$3,000 (0.3%) greater than for the same period last fiscal year.

The collection rate at the end of March was 95.4%; 2% greater than at the same time last year.

Income for the first six months of the fiscal year exceeds those for the same period last by about \$3,000 (0.8%).

**Franchise Fees:** Franchise fees for the period exceed those budgeted by \$3,000 (12.4%) due to slight increases in both PEC and cable franchise fee increases. Compared to the same period last fiscal year Franchise fees up about \$1,800 (7.3%) greater.

**Building Income:** Building-related income for the period exceeded those budgeted by about \$1,000 (due to new construction) and those for the same period last fiscal year by less than \$900.

**Judicial Income:** Income from the Municipal Court saw about a \$1,200 increase over those budgeted for the period and about \$900 increase over those for the same period last fiscal year.

**Contract Services-POA Contract:** Income from the POA contract was a new revenue stream for the General Fund in FY19, the income generated from the POA contract offsets transfers into the fund from the Utility and Recreation Funds. Last fiscal year's transfers into the General Fund from other Funds total \$3,000 less than generated from the POA contract for the same period.

**Miscellaneous Income:** Miscellaneous income reflects and considerable increase (\$6,100) over those budgeted mainly due to the donation received from Burnet County to assist with flood-related expenses.

**Total Revenue:** At the end of March, the Fund had received approximately 67% of its budgeted revenues, compared to about 64% for the same period last year.

**General Fund Expenses** – The General Fund operating expenses for the period were about \$43,000 less than those budgeted for the period. All major expense categories ended the period less than those budgeted for the period. While total expenses were less than those budgeted, they exceeded those for the same period last year by about \$5,000 mainly due to office renovation expenses. The Fund's total expenditures, which include both operational expenses and transfers to other Funds ended the period about \$23,000 less than budgeted.

**General Fund**  
**Comparison of Projected Expenses**  
**To Actual as of March 31, 2019**

General Fund Expenses	FY19 Annual Budget	Budgeted Oct-18 through Mar-19	Actual Oct- 18 through Mar-19
Employee Related	\$357,550	\$186,433	\$164,475
General Administrative	\$106,000	\$71,692	\$56,589
Ordinance/Animal Control	\$25,450	\$12,750	\$11,572
Traffic Control	\$36,950	\$19,750	\$14,543
Fire/EMS Services	\$81,750	\$38,373	\$38,317
Transfer Out/Capital Purchases	\$119,500	\$45,000 <sup>1</sup>	\$55,109 <sup>2</sup>
<b>TOTAL EXPENSES</b>	<b>\$727,200</b>	<b>\$373,998</b>	<b>\$340,605</b>

Notes:

#1 -Reflects transfer of \$45,000 to the Recreation Fund for parking lot improvements  
#2-Reflects \$45,000 transfer to the Recreation and \$10,109 for the purchase of lot 519 on Firestone

**Employee Related Expenses** – Employee related expenses for the period were approximately \$22,000 (11.8%) less than budgeted, which was related to less than budgeted salaries. However, employee-related expenses exceeded those for the same period last year by \$8,500 (5.5%).

**Administrative Expenses** – Administrative expenses for the period were considerably less than budgeted, mainly due to the cost of the recently completed audit being budgeted to be paid during the period, but will not be paid until the third quarter of the fiscal year. Most other administrative expenses are at or below those budgeted for the period.

**Ordinance/Animal Control Expenses** – Ordinance/Animal Control expenses for the period are about \$1,200 less than budgeted, but it exceeded expenses for the same period last fiscal year by about \$900.

**Traffic Control Expense** – Traffic control expense for the period ended just over \$5,200 less than budgeted mainly due to less than anticipated salary expenses. The period's expenses were very near those for the same period last fiscal year.

**Fire/EMS Expense** – Contractual cost related to providing fire and EMS coverage to the City was just slightly less than those budgeted for the period and \$5,000 less than for the period last fiscal year.

**Total Expenses** – The General Fund's total operating expenses ended the first six months of the fiscal year at about \$43,000 (13.2%) less than those budgeted for the period and were about approximately \$5,000 (1.9%) greater than for the same period last year.

**General Fund Cash Flow** – The General Fund experience a positive cash flow of around \$123,500 for the period, compared to about \$176,000 for the same period last fiscal year. Factoring in the \$55,000 in, transfers out to other funds and capital purchased the Fund adjusted positive cash flow was very near that of last fiscal year at this time. The Fund actual cash on deposit was about \$65,000 less than that on deposit this time last fiscal year.

**General Fund Net Gain** - The Fund's net gain for the fiscal year was about \$20,000 less than was budgeted for the period. This is somewhat misleading since the budget reflects a \$64,500 transfer in from reserves that have not been required. Backing

out the budgeted transfer the Fund had a net gain of about \$46,000 more than budgeted.

**General Fund-Outlook** – Based on current trends in both revenues and expenses I foresee no problems with the Fund in the next six months. Revenues should meet their targets and expenses are expected to end the fiscal year under those budgeted.

### **Debt Service-Overview**

The Debt Service fund ends the period with slightly more income than budgeted for the period while expenses were at those budgeted. The Fund had about \$13,000 less on deposit than it had at this time last year. The reduction in cash on deposit is due to the change in how funds are transferred into the Fund; the Utility Fund makes monthly transfers. However, the General Fund will not make its \$19,500 transfer until August. I foresee no issues with the Fund performing as budgeted.

### **Utility Fund-Overview**

The October flood and the events after it drastically affected the Utility Fund revenues. Water sales are off significantly from those budgeted for the period. Decreased expenses, especially those related to the operation have ended the period considerably less than budgeted, which offsets the lost revenues.

The Fund actually has two funding components within the operational and capital improvements and purchases. The operational component of the Fund shows a net gain of just over \$54,000 for the period however is you add in capital improvements and purchases the Fund has a loss of nearly \$263,400 of which is contributed to in excess of \$226,000 in carry-over from last fiscal year approved improvements (raw water renovations and SCADA improvements).

**Utility Fund**  
**Comparison of Projected Revenues and Expenses**  
**To Actual as of March 31, 2019**

	FY 19 Annual Budget	Budgeted Oct- 18 through Mar-19	Actual Oct-18 through Mar- 19
<b>Total Revenue</b>	<b>\$1,387,200<sup>1</sup></b>	<b>\$596,584</b>	<b>\$555,081</b>
<b>Total Expenditures</b>	<b>\$1,387,200<sup>2</sup></b>	<b>\$777,909<sup>3</sup></b>	<b>\$818,868<sup>4</sup></b>
<b>Net Gain/Loss</b>	<b>\$0</b>	<b>-\$181,325</b>	<b>-\$263,387</b>

Notes:

#1-Reflects utilizing \$107,000 in uncommitted Fund Reserves  
#2-Includes \$100,000 in capital purchases and \$146,000 in transfers to other Funds  
#3-Includes \$100,000 in capital purchases, \$73,000 in transfers to other funds and \$99,000 in water plant repairs  
#4-Reflects \$226,155 in capital improvements (projects carried over from last fiscal year) and \$91,760 in equipment purchases.

**Utility Fund Revenues** – While most of the Utility Fund revenue streams are very near those amounts budgeted for the period, water revenues are drastically below those budgeted. Water sales revenues are off by nearly \$46,000 (23%), as previously mentioned, this is due to, mainly due to October flood, extremely wet winter and the need to curtail water usage during the time Lake Marble Falls was lowered. In looking at past fiscal years, our water sales for the first six months of the fiscal year are about \$35,000 less an the average for the past five years.

**Utility Fund**  
**Comparison of Projected Revenues**  
**To Actual as of March 31, 2019**

Utility Fund Revenues	FY 19 Annual Budget	Budgeted Oct-18 through Mar-19	Actual Oct-18 through Mar-19
Water Sales	\$500,000	\$205,171	\$159,329
Sewer Service	\$528,000	\$263,391	\$263,883
Garbage Revenue	\$226,000	\$111,672	\$112,509
Connect Fees	\$9,200	\$6,600	\$11,550
Miscellaneous	\$17,000	\$9,750	\$7,810
Transfers In	\$107,000	\$0	\$0
<b>TOTAL REVENUE</b>	<b>\$1,387,200</b>	<b>\$596,584</b>	<b>\$555,081</b>

**Water Sales:** Water sales for the period were considerably less than budget as mentioned above due to flood, wet winter and water restrictions while the lakes was lowered. Water sales were about \$45,850 (23%) less than budgeted, over \$41,400 less than for the same period last year. While water consumption has picked up in the last couple of weeks it is doubtful that the Fund will recover much of the lost water sales encountered during the period.

A total of 945 water customers was billed in March 2019, up for over the billing in March 2018.

**Sewer Service:** Income from sewer service is a rather stable funding stream and is on track to meet its targeted budget income amount. A total of 932 sewer customers was billed in March 2019, up six from March of last year. Sewer related income is about \$1,000 greater than those at this time last fiscal year.

**Garbage Revenue:** The City utilizes an outside vendor for the collection and disposal of solid waste within the City. This funding stream is also very stable with a total of 908 customers billed in March 2019 compared to 904 in March of last year. Garbage related income is up my bout \$3,500 over those for the same period last year due to the increase in customers and a \$0.54 increase in fees effective January 1<sup>st</sup>.

**Connect Fees:** New water and sewer tap revenue for the period exceed those budgeted for the entire fiscal year. Since the first of the fiscal year we have added seven new water taps compared to six at this time last year.

**Miscellaneous:** While miscellaneous income is slightly less than budgeted for the fiscal year, it is expected to rebound once we bill the POA for they worked down at the Lakeside Park and the drainage ditch near the number 2 T-box.

**Total Income:** The Utility Fund's revenues ended the period about \$41,500 (7%) less than those budgeted for the period. As mentioned above is entirely due to less water sales revenue than anticipated for the period.

**Utility Fund Expense –** The Utility Fund's operational expenses for the period was considerably less than budgeted. Expenses for the fund was approximately \$177,000 (26%) less than budgeted and about \$114,000 less than the same period last fiscal year. Over half of the decrease in expense relate to budgeted water treatment plant repairs that have been postponed until fiscal year 2020.

**Utility Fund**  
**Comparison of Projected Expenses**  
**To Actual as of March 31, 2019**

Utility Fund Expense	FY 19 Annual Budget	Budgeted Oct-18 through Mar-19	Actual Oct-18 through Mar-19
Employee Related	\$442,300	\$210,042	\$194,637
Administrative	\$39,100	\$30,240	\$30,142
Water Treatment	\$300,800	\$178,115	\$30,087
Wastewater Treatment	\$70,500	\$35,275	\$46,860
Other Operational	\$84,500	\$50,650	\$25,964
Garbage Service	\$204,000	\$100,590	\$100,263
Transfers to Other Funds	\$146,000	\$72,997	\$73,000
Capital Purchases/Projects	\$100,000	\$100,000	\$317,915 <sup>1</sup>
<b>TOTAL EXPENSES</b>	<b>\$1,387,200</b>	<b>\$777,909</b>	<b>\$818,868</b>

Note: #1-Includes \$266,155 in capital projects approved in FY18 but carried over to FY19 due to projects not being completed in fiscal year authorized.

**Employee Related Expenses:** Employee related expenses for the first six months of the fiscal year were about \$15,000 (7.3%) less than those for the period and only slightly greater than those for the same period last fiscal year.

**Administrative Expenses:** Administrative expenses for the first half of the fiscal year ended very near those budgeted for the period and for the same period last fiscal year.

**Water Treatment Expenses:** Water Treatment related expenses are drastically less than those budgeted for the period. Water Treatment expenses ended the period more than \$148,000 below those budgeted, this is mainly due to over \$90,000 in water treatment plant repairs that had to delay due to the need to keep the treatment plants online during the lake lowering. It is anticipated funding for the needed renovations will be requested in the fiscal year 2020 budget. It is hoped renovations will occur in the winter of 2020.

**Wastewater Treatment Expenses:** Wastewater treatment expenses for the period exceed those budgeted by nearly \$11,600. This is mainly due to the replacement of one of the main gear drives on one of the two treatment plants, in addition to the purchase of a new effluent pump.

**Other Operational Expenses:** Other operational expenses ended the period almost \$25,000 less than budgeted due to several line item expenses being less than budgeted for the period.

**Garbage Service Expense:** While garbage service expense was up over those for the same period last fiscal year they ended the period very close to its budgeted amount. The increase over last year was due to an increase in collection fees per our contract.

**Transfer to Other Funds:** The Utility Fund makes two transfers each month to other funds of the City. A monthly transfer to the Debt Service Fund provides funding for a portion of the City's bonded indebtedness and a transfer to the Recreation Fund to help offset the cost of irrigation of the City's treated effluent onto the golf course. Total transfers to other funds were at their budgeted levels for the period.

**Total Operational Expenses:** The Fund's total operating expenditures for the period were about \$177,000 less than budgeted for the period as previously mention a large portion of the decrease in expenses are related to budgeted water treatment



renovations and the purchase of water meters. Plant renovations will not take place this fiscal year, due to the plants needing to be online during the lake lowering, the plants can only be renovated during low treatment periods during late fall and early winter. Funding for the renovations will be requested in the 2020 budget. The budgeted expenses for water meter purchases will be delayed for a month or so, in order for our field crews to get caught up on several flood and drainage projects.

**Capital improvements** – The attached financial statements may be slightly confusing due to the reflection of approximately \$226,000 in capital expenditures that are a carryover from last fiscal year. The two projects were authorized in fiscal year 2018 however, due to the timing they were not completed until this fiscal year. These two projects were booked as construction in progress and thus not reflected in the 2019 budget, however, due to our accounting system the expenses related to these two projects are reflected as an expense in the current fiscal year. FY19's budget appropriated \$100,000 in capital purchases of this budgeted amount only approximately \$92,000 has been utilized for the purchase of equipment.

**Total Fund Expense/Net Gain** – The Utility Fund combined expenses for the first six months of the fiscal year totaled \$818,868 (includes FY18 budgeted projects) which results in a loss for the period of nearly \$263,800. Total Fund expenses are adjusted to about \$592,700 by backing out FY18 projects which is approximately \$185,000 less than budgeted for the period.

**Utility Fund Cash Flow** – The Fund's experience a negative cash flow for all six months of the fiscal year and at the end of March had a negative cash flow of a little over \$301,000. Which is not too alarming due to nearly \$318,000 in capital expenses during the period.

**Utility Fund Outlook** – While it is anticipated that the Utility Fund will end the fiscal year with a negative cash flow due to the large expenditures for renovations and equipment purchases I expect a positive cash flow for the majority of the remaining months of the fiscal year. However, it is very doubtful that we will recover the lost income due to the flood and its aftermath.

## Recreation Fund - Overview

Overall the Recreation Fund is doing fairly well, even with the effects on golf during the October flood event and its aftermath. While income was off considerably expenses for the period followed the same trend and ended the period just slightly less than the amount of lost revenues.

**Recreation Fund**  
**Comparison of Projected Revenues and Expenses**  
**To Actual as of March 31, 2018**

	FY 18 Annual Budget	Budgeted Oct-17 through Mar-18	Actual Oct-17 through Mar-18
<b>Total Revenue</b>	<b>\$1,245,500</b>	<b>\$574,846</b>	<b>\$503,465</b>
<b>Total Expenditures</b>	<b>\$1,245,500</b>	<b>\$588,223</b>	<b>\$470,474</b>
<b>Net Gain/Loss</b>	<b>\$0</b>	<b>(\$13,377)</b>	<b>\$32,991</b>

## Recreation Fund Revenues:

Overall the Recreation Fund is performing fairly well despite the down trend in revenues due to the flood and its aftermath. While

total revenues are less than budgeted for both the month and year-to-date, expenses are less than budgeted thus the net operational gain for the month was very near that budgeted. The Fund did experience a net operational loss for the period of nearly \$13,000 about \$2,800 less than budgeted. With the transfer in from the Utility Fund the Fund had a net gain about \$10,000 more than budgeted.

## Recreation Fund Revenues:

**Recreation Fund**  
**Comparison of Projected Revenues**  
**To Actual as of March 31, 2019**

Recreation Fund Revenues	FY 19 Annual Budget	Budgeted Oct-18 through Mar-19	Actual Oct-18 through Mar-19
Prepaid (Member Dues)	\$235,000	\$135,759	\$123,811
Pro Shop	\$437,500	\$186,207	\$156,345
Food and Beverage	\$309,500	\$158,230	\$151,208
Miscellaneous	\$11,000	\$1,500	\$1,338
Transfers In	\$192,500	\$96,252	\$91,250
<b>TOTAL REVENUE</b>	<b>\$1,185,500</b>	<b>\$577,948</b>	<b>\$523,952</b>

**Prepaid (Membership Dues)**: Our prepaid membership is continuing to decline. This classification of income is about \$12,000 (9%) less than budgeted for the period and approximately \$28,000 (18.5%) less than for the same period last fiscal year.

**Pro Shop Revenues**: The October flood event and the many bad weather days encountered after the flood drastically effected the outside golf play. Pro Shop revenues are just under \$30,000 less than those budgeted for the period and compared to the same period last fiscal year revenues were about \$11,000 less. It is hope that we will be able to recover some of the lost revenue in the coming months, but it doubtful that we will be able to recover all the lost income from the flood event and its aftermath.

**Food and Beverage (F&B) Revenues**: While the flood did affect F&B operations to some degree, it was not affected as much as golf operations. F&B revenues for the period are about \$7,000 less than budgeted, however, they ended the period about \$11,000 greater than for the same period last fiscal year.

**Miscellaneous Revenues**: Miscellaneous revenues for the period were slightly less than budgeted for the period.

**Transfer from Other Funds**: The Recreation Fund receives a monthly transfer from the Utility Fund to help offset some of the costs associated with the golf courses' dispersing the City's treated effluent. In addition to the Utility Fund's transfer the General Fund is budgeted to transfer funds into the Recreation in order to finish the cart path upgrades as well as improvements to the restaurant and Proshop parking lot. At the end of the period the General Fund had transferred \$5,000 less than budgeted.

**Total Revenues**: The Recreation Fund total income (operational income and transfers in) fell short of meeting its budgeted amount by about \$54,000. The shortfall was due to approximately \$42,000 less golfing related income, \$7,000 less in F&B income and the above reference \$5,000 less in transfers in from the General Fund.

## Recreation Fund Expenses:

Decrease in Recreation Fund expense helped offset the Fund lost revenue. The Fund's expenses for the period were about \$52,000 less than budgeted with all expenses categories finishing the period less than budgeted. Compared to the same period last year the Fund's expenses were about \$29,000 less than those for the same period last fiscal year.

### *Recreation Fund Comparison of Projected Expenses To Actual as of March 31, 2019*

Recreation Fund Expense	FY 19 Annual Budget	Budgeted Oct-18 through Mar-19	Actual Oct-18 through Mar-19
Administrative	\$82,800	\$45,954	\$26,193
Pro Shop	\$257,700	\$121,491	\$117,807
Grounds Maintenance	\$347,375	\$160,208	\$145,578
Food and Beverage	\$346,150	\$165,953	\$154,791
Miscellaneous	\$26,000	\$3,900	\$1,342
Capital Improv/Purchases	\$100,000	\$45,000	\$32,861
<b>TOTAL EXPENSES</b>	<b>\$1,160,025</b>	<b>\$542,506</b>	<b>\$478,572</b>

Administrative Expenses: Administrative expenses for the period were about \$19,750 less than budgeted. All major expense categories ended the period considerable less than budgeted. Payroll expenses were the main contributor to the decrease in expenses, the adopted budgeted provided funding for one-half of an employee to be shared with the Utility Fund. This position has not been filled.

Pro Shop Expenses: Pro shop expenses ended the period about \$4,000 less than budgeted and about \$9,000 more than for the same period last fiscal year. The main contributing factor to the increase in expenses was due to increase inventory purchases which were approximately \$5,000 more than budgeted for the current period and about \$9,000 less than for the same period last fiscal year.

Grounds Maintenance Expenses: Ground Maintenance expenses ended the period about \$15,000 less than budgeted. All major expenses Grounds Maintenance expenses ended the period less than budgeted. Compared to the same period last fiscal year Grounds expenses were about \$12,000 less.

Food and Beverage (F&B) Expenses: F&B expenses for the period about \$10,000 less than budgeted and about \$6,000 less than for the same period last year. Decreased labor expenses were the main contributing factor to the current period, however most all expenses were less than budgeted for the period.

Miscellaneous Expenses: Miscellaneous expenses cover those costs incurred in the operation and maintenance of the pool and tennis courts and are in line with those budgeted for the period.

Capital Improvements/Purchases: A total of \$45,000 was budgeted for the period for improvements to the restaurant/pro shop parking lot and improvements to the courses cart paths only just under \$33,000 has been spent, however an additional approximately \$20,000 has been spent but not paid for asphalt for the parking lot project. The amount of the invoice was in dispute due to an increase in the cost per ton of the asphalt over the quoted amount. We just this week got the invoice corrected and it was paid. The General Fund will transfer the remaining

funds needed to fund the parking lot project and the cart path project by the end of April.

Total Operational Expenses: Total Operational expenses for the Fund ended the period considerably below those budgeted. Operational expense ended about \$52,000 less than budgeted with all major expense categories ending the period less than budgeted.

Total Fund Expenses: The Fund's total expense for the period ended about \$64,000 less than budgeted. If adjusted to reflect the above mention asphalt expense the Fund actually ended the period about \$44,000 less than budgeted.

## Recreation Fund Cash Flow:

The Recreation Fund experience negative cash flows in three of the past six months and ended the period with positive cash flow of around \$17,000. At this time last year, the Fund had positive cash flow of around \$4,000.

## Net Gain/(Loss):

The Fund's operational net loss for the period was around \$13,000, and the Fund had a net gain in excess of \$33,000 with the transfer into the Fund the Utility Fund. The Fund's total net gain, which includes operating and capital was just nearly \$45,400 about \$10,000 greater than budgeted for the period.

## Golf Operations Profit and Loss Overview

As mentioned earlier the October flood and its aftermath has drastically effected golf income resulting in about \$42,000 less golf related income than budgeted. Factoring in golf related expenses, golf operations shows net gain of just under \$17,000 for the first six months of the fiscal year compared to a budget, net gain of \$40,400 and a net gain at this time last year of \$55,000.

## Food and Beverage (F&B) Profit and Loss Overview

I am more optimistic about F&B operations that I was the first quarter of the fiscal year. While it is still struggling it appears to be heading in the right direction.

The actual calculation of profit or loss from F&B operations is somewhat complicated since several administrative expenses benefit both golfing operations and F&B. If you factor only those expenses that are strictly identified as F&B expenses, the operation has lost approximately \$3,600 in the first six months of the fiscal year compared to around \$25,900 for the same period last year. A loss of around \$7,700 was budgeted for the period.

Recreation Fund Outlook – While I am optimistic that the Recreation will recover to some degree in the coming months it is doubtful that it will make a full recovery in the current fiscal year. We will have to continue to monitor it closely.

# ***City of Meadowlakes***

## **Financial Statements**

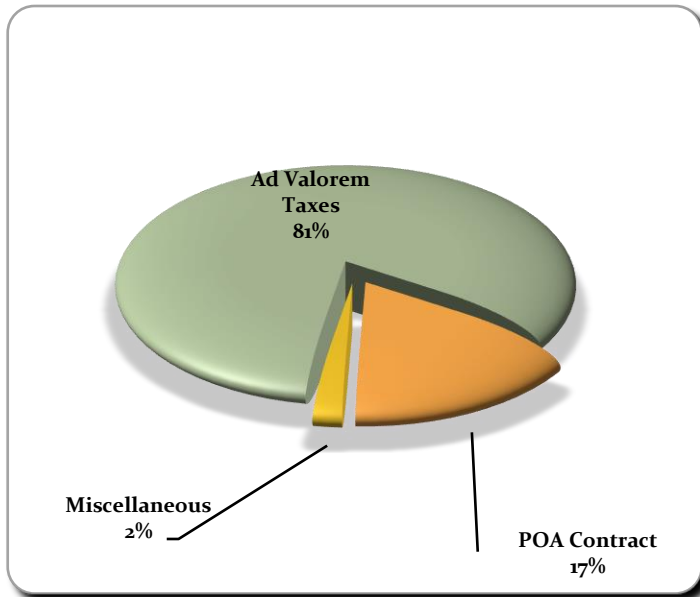
**March 31, 2019 and 2nd Quarter FY19**

Unaudited

Run Date: 4/9/2019

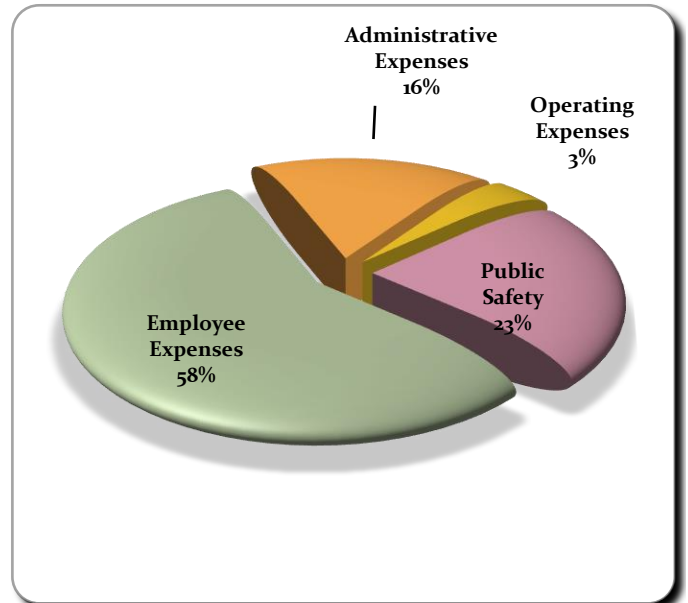
**City of Meadowlakes  
General Fund  
Snapshot  
Oct. 18 - Mar. 19**

**Income Breakdown**



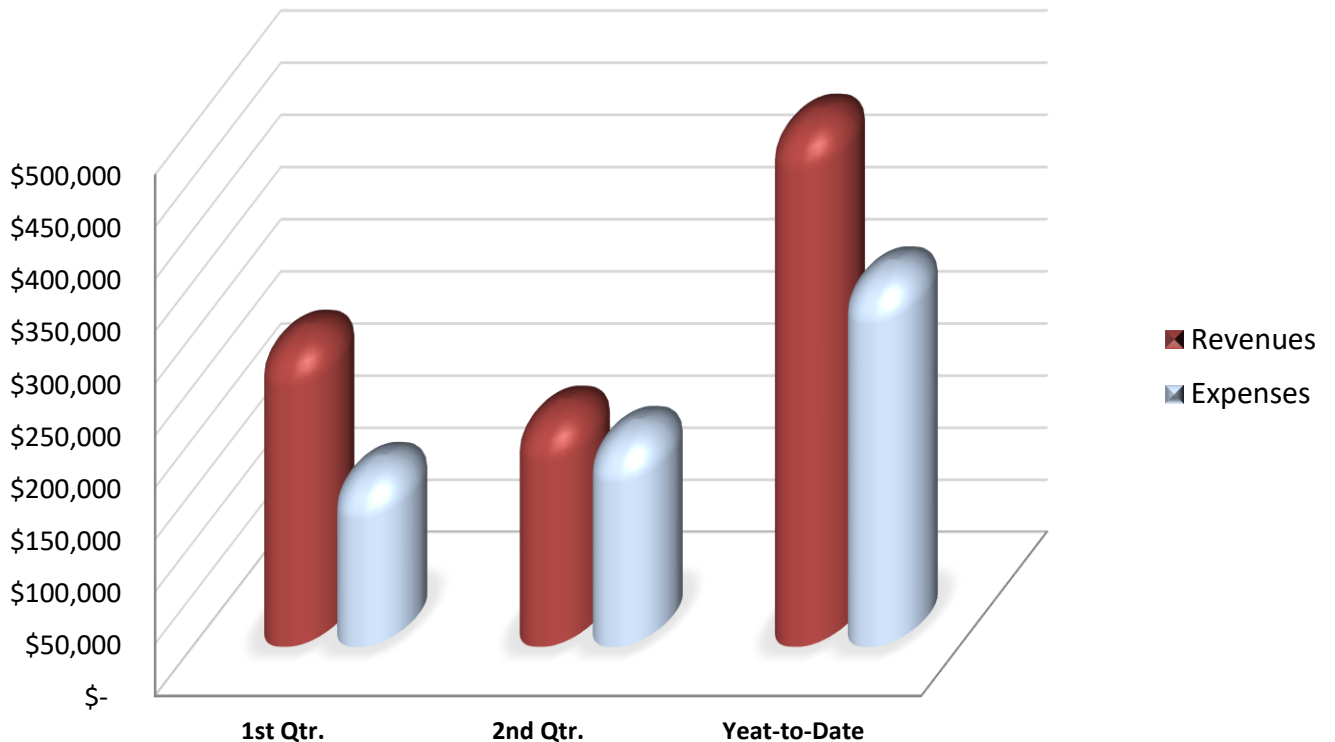
**Total Revenue \$ 486,959**

**Expense Breakdown**



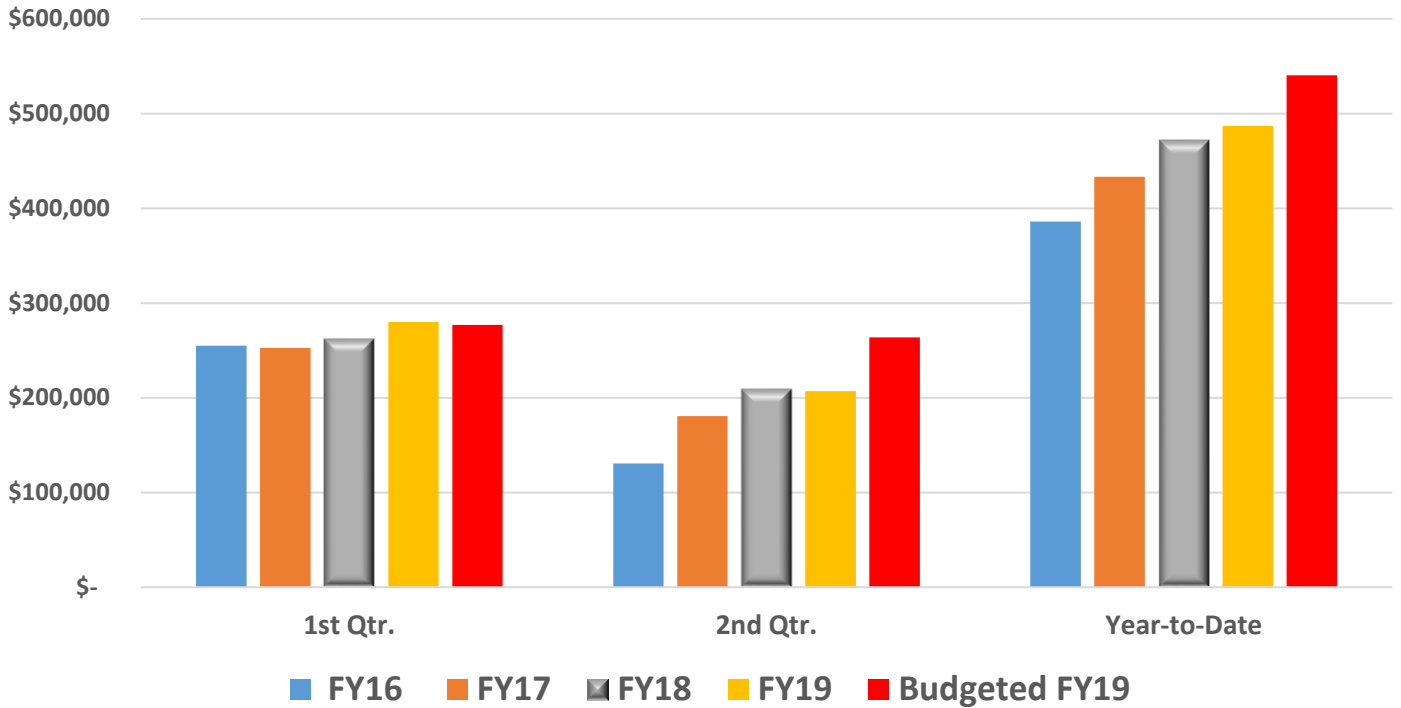
**Total Expenses \$ 340,605**

**Revenue vs. Expenses**

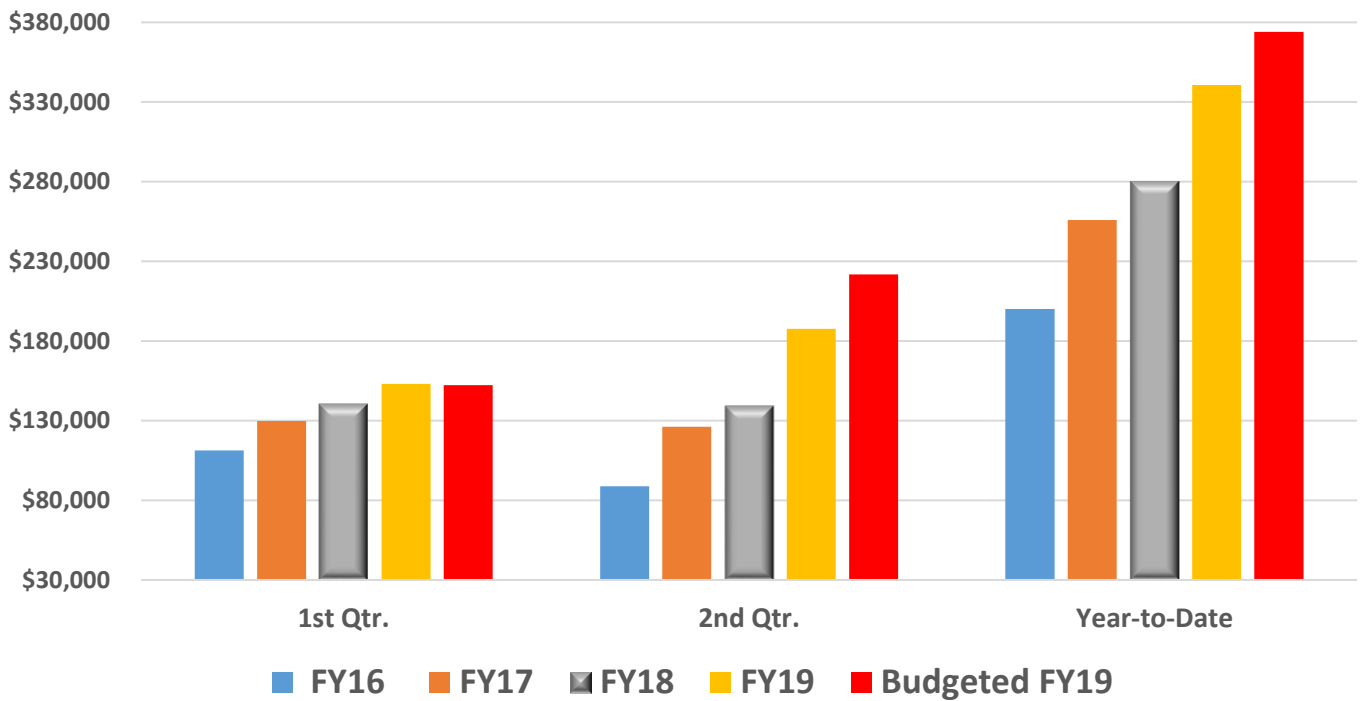


**City of Meadowlakes  
General Fund  
Snapshot**

**Revenue Comparison**



**Expense Comparison**



# City of Meadowlakes Summary Balance Sheet

	<u>Mar 31, 19</u>	<u>Mar 31, 18</u>	<u>Mar 31,17</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings	533,430	598,284	587,854
Other Current Assets	66,461	15,610	16,186
<b>Total Current Assets</b>	<u>599,891</u>	<u>613,894</u>	<u>604,040</u>
<b>Fixed Assets</b>	34,995	40,000	0
<b>Other Assets</b>	-32,101	13,083	10,132
<b>TOTAL ASSETS</b>	<u><u>602,785</u></u>	<u><u>666,977</u></u>	<u><u>614,172</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	3,964	19,057	17,740
Other Current Liabilities	64,382	54,693	54,791
<b>Total Current Liabilities</b>	<u>68,346</u>	<u>73,750</u>	<u>72,531</u>
<b>Total Liabilities</b>	68,346	73,750	72,531
<b>Equity</b>	534,439	592,226	541,641
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>602,785</u></u>	<u><u>665,976</u></u>	<u><u>614,172</u></u>

# City of Meadowlakes

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 18	Y-T-D FY18
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
05-4120 · Ad Valorem Tax	7,108	4,846	364,425	363,321	3,822	361,390
05-4121 · Franchise Fees						
05-4140 · PEC Franchise Tax	0	0	18,296	16,812	0	17,256
05-4160 · Cable Franchise Tax	0	0	9,666	7,750	0	8,273
05-4170 · Telephone Franchise Tax	0	0	1,734	2,113	0	2,392
Total 05-4121 · Franchise Fees	0	0	29,696	26,675	0	27,921
05-4180 · Liquor Tax	0	0	743	625	0	660
05-4200 · City Bldg. Permits						
05-4220 · Home Permits	375	150	1,850	800	275	1,550
05-4240 · Remodeling Permits	0	100	0	600	400	925
05-4260 · Fence & Decks Permits	300	167	1,600	998	400	800
05-4290 · Misc. Bldg. Revenue	175	167	1,115	998	100	370
Total 05-4200 · City Bldg. Permits	850	584	4,565	3,396	1,175	3,645
05-4300 · Judicial						
05-4340 · Court Fines	525	1,200	3,971	4,500	1,098	4,558
Total 05-4300 · Judicial	525	1,200	3,971	4,500	1,098	4,558
05-4500 · Contract Services-POA Contract	12,500	12,500	75,000	75,000	0	0
05-4600 · Miscellaneous						
05-4460 · Interest - Investments	0	150	2,005	900	268	790
05-4620 · Pet Registration Fee	230	134	1,275	796	80	570
05-4630 · Miscellaneous	0	125	5,279	750	0	145
Total 05-4600 · Miscellaneous	230	409	8,559	2,446	348	1,505
Total Income	21,213	19,539	486,959	475,963	6,443	399,679
Gross Profit	21,213	19,539	486,959	475,963	6,443	399,679
<b>Expense</b>						
5000 · Administrative Expenses						
5001 · Employee Expenses						
05-6000 · Employee Expenditures						
05-6010 · Salary - Exempt	11,292	16,930	67,831	73,395	11,131	67,740
05-6015 · Salary - Non-exempt Employees	8,560	13,273	51,963	57,508	8,303	48,832
05-6025 · FICA/Medicare	1,519	1,578	9,475	10,743	1,487	9,231
05-6027 · Longevity Pay	0	0	5,134	4,500	0	4,090
05-6030 · Overtime, Salary Adj., Vac BO	0	0	0	7,650	0	0
05-6040 · Retirement	518	585	3,173	3,893	488	2,973
05-6045 · Health Insurance	4,254	4,084	24,951	25,496	3,609	22,224
05-6070 · Unemployment Reserve Exp	0	0	0	1,500	0	0
05-6071 · Training & Travel	726	500	1,732	1,000	262	768
05-6072 · Dues and Memberships	0	0	60	500	0	0
05-6075 · Miscellaneous	46	42	156	248	14	40
Total 05-6000 · Employee Expenditures	26,915	36,992	164,475	186,433	25,294	155,898
Total 5001 · Employee Expenses	26,915	36,992	164,475	186,433	25,294	155,898
5010 · Administrative Expenses						
05-5000 · Property Tax Collection Expense						
05-5020 · Quarterly Expense	3,017	0	6,035	6,650	0	6,102
Total 05-5000 · Property Tax Collection Exp.	3,017	0	6,035	6,650	0	6,102
05-5100 · City Building Committee	0	0	0	250	0	0
05-5500 · Flood Plain/Emergency Mgt.	0	0	0	500	0	500
05-6100 · Professional Services						
05-6110 · City Attorney-General	0	834	7,051	4,996	1,023	6,605
05-6305 · Audit	0	0	225	16,000	15,000	15,000
05-6310 · Election	0	0	0	0	0	0
05-6366 · Codification Expense	0	0	0	3,500	0	225
Total 05-6100 · Professional Services	0	834	7,276	24,496	16,023	21,830
05-6320 · Office Expense/Supplies	761	417	3,036	2,498	233	3,545
05-6325 · Lease-Copier	190	192	1,138	1,148	435	1,418
05-6326 · Office Equipment Repair & Maint	0	250	0	1,000	0	471

# City of Meadowlakes

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 18	Y-T-D FY18
05-6327 · Cap Exp Under \$5000	0	0	1,500	1,500	0	0
05-6330 · Postage	96	150	419	900	0	437
05-6340 · Memberships-Variou	100	0	560	500	100	160
05-6350 · Telephone	143	146	863	874	144	824
05-6355 · Miscellaneous	138	334	4,241	1,996	0	3,385
05-6356 · 2018 Flood Expenses	0	0	4,342	0	0	0
05-6365 · Website Hosting & Upgrade	135	150	870	1,100	801	1,533
<b>Total 5010 · Administrative Expenses</b>	<b>4,580</b>	<b>2,473</b>	<b>30,280</b>	<b>43,412</b>	<b>17,736</b>	<b>40,205</b>
<b>5020 · Insurance Expense</b>						
05-6050 · Insurance - Worker's Comp	0	0	605	1,000	0	854
05-6210 · Liability	0	0	6,985	7,200	0	3,619
05-6235 · Auto Insurance	0	0	751	750	0	678
<b>Total 5020 · Insurance Expense</b>	<b>0</b>	<b>0</b>	<b>8,341</b>	<b>8,950</b>	<b>0</b>	<b>5,151</b>
<b>5030 · Judicial Expense</b>						
05-5705 · Education	100	0	100	0	0	0
05-5720 · Prosecuting Attorney	300	500	1,800	3,000	638	2,138
05-5725 · Court Software	0	0	3,815	3,800	0	3,710
05-5727 · Office Lease - Judge	200	200	1,200	1,200	200	1,200
05-5730 · Administrative Expense	0	150	994	850	0	407
<b>Total 5030 · Judicial Expense</b>	<b>600</b>	<b>850</b>	<b>7,909</b>	<b>8,850</b>	<b>838</b>	<b>7,455</b>
<b>5040 · Building and Facility Operation</b>						
05-6360 · Office Maintenance-Cleaning	260	300	1,560	2,000	260	1,560
05-6410 · Office Building Renovations	6,053	0	6,053	5,500	0	225
05-6410 · Office Building Repair & Maint.	0	0	0	0	0	0
05-6420 · Electric Service	217	300	1,315	1,780	196	1,435
05-6430 · Ins-Real Estate & Pers Prop	0	0	1,131	1,200	0	1,019
<b>Total 5040 · Building and Facility Operation</b>	<b>6,530</b>	<b>600</b>	<b>10,059</b>	<b>10,480</b>	<b>456</b>	<b>4,239</b>
<b>Total 5000 · Administrative Expenses</b>	<b>38,625</b>	<b>40,915</b>	<b>221,064</b>	<b>258,125</b>	<b>44,324</b>	<b>212,948</b>
<b>6000 · Public Safety</b>						
<b>6010 · Ordinance Enforce/Animal Control</b>						
05-5225 · Ordinance Employee	1,542	1,650	8,773	9,900	1,435	8,835
05-5226 · Ordinance FICA/Med	118	125	700	750	110	676
05-5228 · Insurance - Worker's Comp	0	0	364	0	0	318
05-5230 · Ordinance Misc. Exp.	412	0	1,006	150	0	203
05-5274 · Mileage	0	100	157	650	21	80
05-5280 · Supplies/Miscellaneous	30	200	377	1,300	115	531
05-5360 · Pet Holding Fee/Rabies	0	0	195	0	0	0
<b>Total 6010 · Ordinance Enforce/Animal Control</b>	<b>2,102</b>	<b>2,075</b>	<b>11,572</b>	<b>12,750</b>	<b>1,681</b>	<b>10,643</b>
<b>6030 · Traffic Control</b>						
05-5610 · Salary & Wages	1,995	2,500	11,690	15,000	2,100	12,122
05-5615 · FICA/Med	153	200	948	1,300	161	927
05-5620 · Ins-Worker's Comp	0	0	639	700	0	469
05-5630 · Ins-Law Enf Liability	0	0	651	750	0	612
05-5650 · Misc. Traffic Control Exp.	0	0	615	2,000	0	24
<b>Total 6030 · Traffic Control</b>	<b>2,148</b>	<b>2,700</b>	<b>14,543</b>	<b>19,750</b>	<b>2,261</b>	<b>14,154</b>
<b>6050 · Contract Emergency Service</b>						
05-6610 · Marble Falls EMS	3,292	3,292	19,750	19,748	3,125	18,750
05-6620 · Marble Falls Fire	3,095	3,105	18,567	18,625	3,095	23,567
<b>Total 6050 · Contract Emergency Service</b>	<b>6,387</b>	<b>6,397</b>	<b>38,317</b>	<b>38,373</b>	<b>6,220</b>	<b>42,317</b>
<b>Total 6000 · Public Safety</b>	<b>10,637</b>	<b>11,172</b>	<b>64,432</b>	<b>70,873</b>	<b>10,162</b>	<b>67,114</b>
<b>Total Expense</b>	<b>49,262</b>	<b>52,087</b>	<b>285,496</b>	<b>328,998</b>	<b>54,486</b>	<b>280,062</b>
<b>Net Ordinary Income</b>	<b>-28,049</b>	<b>-32,548</b>	<b>201,463</b>	<b>146,965</b>	<b>-48,043</b>	<b>119,617</b>
<b>Other Income/Expense</b>						
<b>Other Income</b>						
05-4650 · Transfer in From Other Funds						
05-4651 · Transfer in from Utility Fund	0	0	0	0	9,417	56,500
05-4652 · Transfer in Recreation Fund	0	0	0	0	2,583	15,500
05-4653 · Transfer in from Reserves	0	64,500	0	64,500	0	0



# City of Meadowlakes

## Profit & Loss Budget vs. Actual

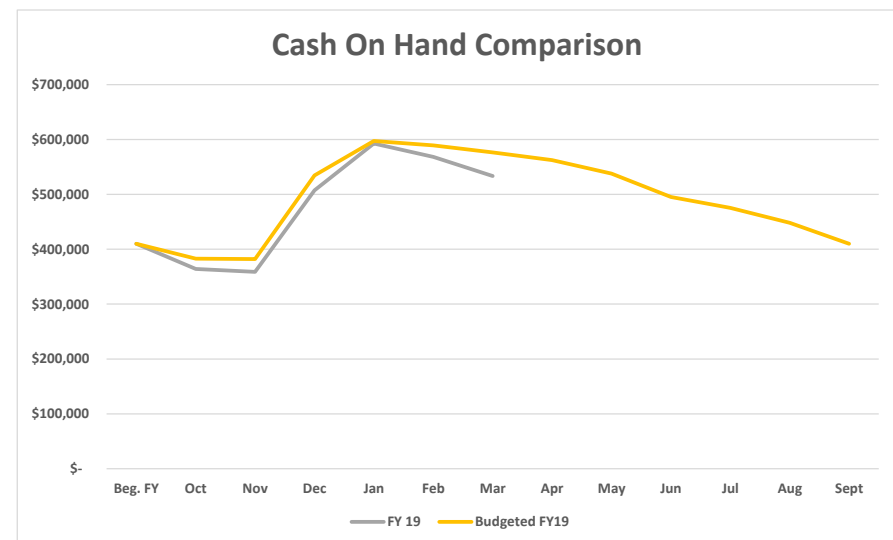
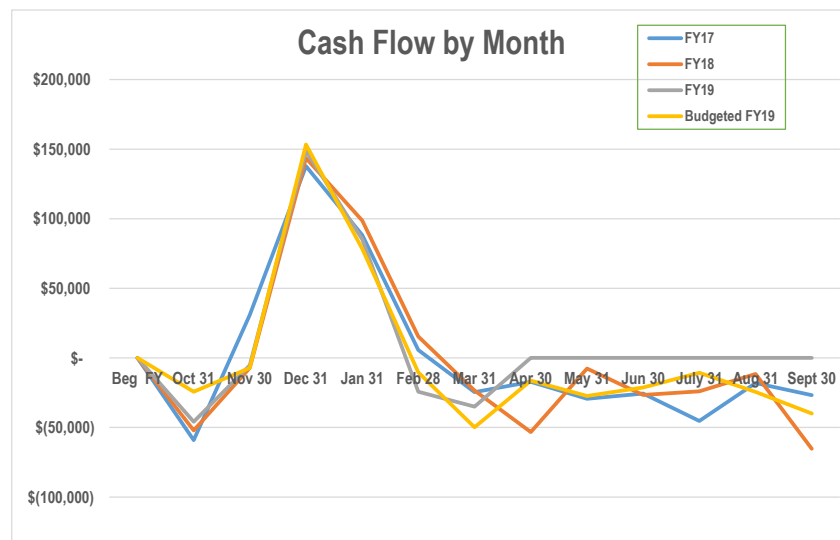
	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 18	Y-T-D FY18
Total 05-4650 · Transfer in From Other Funds	0	64,500	0	64,500	12,000	72,000
Total Other Income	0	64,500	0	64,500	12,000	72,000
Other Expense						
7000 · Non-Operating Expense						
05-8500 · Transfers Out						
05-8501 · Transfer to Debt Service Fund	0	0	0	0	0	0
05-8502 · Transfer to RCC Fund	0	45,000	45,000	45,000	0	0
Total 05-8500 · Transfers Out	0	45,000	45,000	45,000	0	0
05-8700 · Capital Expenditures over \$5,000	10,009	0	10,109	0	0	0
Total 7000 · Non-Operating Expense	10,009	45,000	55,109	45,000	0	0
Total Other Expense	10,009	45,000	55,109	45,000	0	0
Net Other Income	-10,009	19,500	-55,109	19,500	12,000	72,000
Net Income	-38,058	-13,048	146,354	166,465	-36,043	191,617

# City of Meadowlakes-General Fund FY 19 Cash Flow

	Beginning FY	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Total
Cash on hand (beginning of month)	\$409,947	\$409,947	\$364,087	\$358,776	\$507,472	\$592,666	\$568,421	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	
Cash on hand (end of month)	\$409,947	\$364,087	\$358,776	\$507,472	\$592,666	\$568,421	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	
<b>CASH RECEIPTS</b>														<b>Total</b>
Ad Valorem Tax		\$6,478	\$34,078	\$176,587	\$99,010	\$41,420	\$7,108							\$364,681
Franchise Fee		\$10,639	\$5,682	\$0	\$12,560	\$816	\$0							\$29,697
Contract Services		\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500							\$75,000
Inspection/Bldg. Fee Deposits		\$950	\$700	\$950	\$795	\$1,000	\$1,725							\$6,120
Miscellaneous		\$2,445	\$3,836	\$6,055	\$2,897	\$4,700	\$3,010							\$22,943
Receivables from other Funds		\$26,524	\$0	\$2,186	\$2,186	\$1,731	\$1,731							\$34,358
<b>TOTAL CASH RECEIPTS</b>		<b>\$59,536</b>	<b>\$56,796</b>	<b>\$198,278</b>	<b>\$129,948</b>	<b>\$62,167</b>	<b>\$26,074</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$532,799</b>
Total cash available	\$409,947	\$469,483	\$420,883	\$557,054	\$637,420	\$654,833	\$594,495	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	

<b>CASH PAID OUT-OPERATIONAL</b>														<b>Total</b>
Prior Months Payables/Miscellaneous/Prepaid		\$54,279	\$6,963	\$1,455	\$2,728	\$425	\$2,338							\$68,188
Employee Related Expenses		\$25,645	\$30,173	\$25,657	\$26,138	\$28,959	\$26,320							\$162,892
Administrative Expenses		\$13,939	\$13,083	\$12,257	\$5,350	\$1,381	\$11,686							\$57,696
Public Safety		\$11,533	\$11,888	\$10,213	\$10,538	\$10,547	\$10,712							\$65,431
<b>Total Cash Paid Out-Operational</b>		<b>\$105,396</b>	<b>\$62,107</b>	<b>\$49,582</b>	<b>\$44,754</b>	<b>\$41,312</b>	<b>\$51,056</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$354,207</b>
<b>CASH PAID OUT- NON -OPERATIONAL</b>														<b>Total</b>
Transfer Out to Other Funds		\$0	\$0	\$0	\$0	\$45,000	\$0							\$45,000
Capital Expenditures over \$5000		\$0	\$0	\$0	\$0	\$100	\$10,009							\$10,109
Contingencies/Other		\$0	\$0	\$0	\$0	\$0	\$0							\$0
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$45,100</b>	<b>\$10,009</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$55,109</b>
<b>TOTAL CASH PAID OUT</b>		<b>\$105,396</b>	<b>\$62,107</b>	<b>\$49,582</b>	<b>\$44,754</b>	<b>\$86,412</b>	<b>\$61,065</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$409,316</b>
Cash on hand (end of month)	\$409,947	\$364,087	\$358,776	\$507,472	\$592,666	\$568,421	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	\$533,430	

<b>Change in Cash</b>														<b>Total</b>
Difference Beginning to End of Month		(\$45,860)	(\$5,311)	\$148,696	\$85,194	(\$24,245)	(\$34,990)	\$0	\$0	\$0	\$0	\$0	\$0	\$123,483
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		(\$45,860)	(\$51,171)	\$97,525	\$182,719	\$158,474	\$123,483	\$123,483	\$123,483	\$123,483	\$0	\$0	\$0	



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

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	03/01/2019	Rebecca DyAnn Lange	05-1035 · BancorpSouth		-300.00
				05-5720 · Prosecuting Attorney	-300.00	300.00
TOTAL					-300.00	300.00
Check	EFT	03/01/2019	Judge Adams	05-1035 · BancorpSouth		-200.00
				05-5727 · Office Lease - Judge	-200.00	200.00
TOTAL					-200.00	200.00
Check	EFT	03/01/2019	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	03/10/2019	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 -Check	15785	03/06/2019	Service Title Company	05-1035 · BancorpSouth		-10,009.00
Bill	Lot 00519	03/05/2019		05-8700 · Capital Expenditure over \$5,000	-10,009.00	10,009.00
TOTAL					-10,009.00	10,009.00
Bill Pmt -Check	15786	03/07/2019	Bojorquez Law Firm, PC	05-1035 · BancorpSouth		0.00
TOTAL					0.00	0.00
Bill Pmt -Check	15787	03/07/2019	Bojorquez Law Firm, PC	05-1035 · BancorpSouth		-493.50
Bill	7757	02/28/2019		05-6110 · City Attorney-General	-493.50	493.50
TOTAL					-493.50	493.50
Bill Pmt -Check	15788	03/11/2019	Dykes Construction	05-1035 · BancorpSouth		-2,000.00
Bill	OFFICE REMC	03/11/2019		05-6410 · Office Building Renovations	-2,000.00	2,000.00
TOTAL					-2,000.00	2,000.00
Bill Pmt -Check	15789	03/14/2019	ATS	05-1035 · BancorpSouth		-476.50
Bill	I-805046	02/22/2019		05-2340 · Inspection Fees	-114.50	114.50
Bill	I-789873	03/07/2019		05-2340 · Inspection Fees	-362.00	362.00
TOTAL					-476.50	476.50
Bill Pmt -Check	15790	03/14/2019	Burnet Vet Clinic Inc	05-1035 · BancorpSouth		-45.00
Bill	2/28/19 Stmt	02/28/2019		05-5360 · Pet Holding Fee/Rabies	-45.00	45.00
TOTAL					-45.00	45.00

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

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	15791	03/14/2019	Capital Area Metro Planning	05-1035 · BancorpSouth		-460.00
Bill	CAMPO-17-01	01/17/2019		05-6340 · Memberships-Various	-460.00	460.00
TOTAL					-460.00	460.00
Bill Pmt -Check	15792	03/14/2019	Evan Bauer	05-1035 · BancorpSouth		-16.78
Bill	REIMBURSEM	03/11/2019		05-6355 · Miscellaneous	-16.78	16.78
TOTAL					-16.78	16.78
Bill Pmt -Check	15793	03/14/2019	Great Southern Life Ins.	05-1035 · BancorpSouth		-137.80
Bill	2019 2nd Qtr.	03/01/2019		05-6045 · Health Insurance	-137.80	137.80
TOTAL					-137.80	137.80
Bill Pmt -Check	15794	03/14/2019	Juliette Madrigal, MD	05-1035 · BancorpSouth		-405.00
Bill	PRESTON - Bi	03/07/2019		05-5230 · Ordinance Misc. Exp.	-405.00	405.00
TOTAL					-405.00	405.00
Bill Pmt -Check	15795	03/14/2019	Marble Falls Lake LBJ C.C.	05-1035 · BancorpSouth		-100.00
Bill	2019 Annual M	03/01/2019		05-6340 · Memberships-Various	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Check	15796	03/14/2019	Mustang Lube	05-1035 · BancorpSouth		-7.00
Bill	121456	03/05/2019		05-5230 · Ordinance Misc. Exp.	-7.00	7.00
TOTAL					-7.00	7.00
Bill Pmt -Check	15797	03/14/2019	Pedernales Electric Coop	05-1035 · BancorpSouth		-465.10
Bill	2/23/19 Stmt	02/23/2019		05-6420 · Electric Service	-465.10	465.10
TOTAL					-465.10	465.10
Bill Pmt -Check	15798	03/14/2019	Stone Canyon Homes	05-1035 · BancorpSouth		-500.00
Bill	REFUND	03/01/2019		05-2320 · Deposits-Clean-up	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Check	15799	03/14/2019	The Knight Law Firm, LLP	05-1035 · BancorpSouth		-7.20
Bill	1424	02/28/2019		05-6110 · City Attorney-General	-7.20	7.20
TOTAL					-7.20	7.20
Bill Pmt -Check	15800	03/14/2019	Xerox Corporation	05-1035 · BancorpSouth		-257.61
Bill	096059341	02/20/2019		05-6325 · Lease-Copier	-189.71	189.71
				05-6320 · Office Expense/Supplies	-67.90	67.90
TOTAL					-257.61	257.61

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

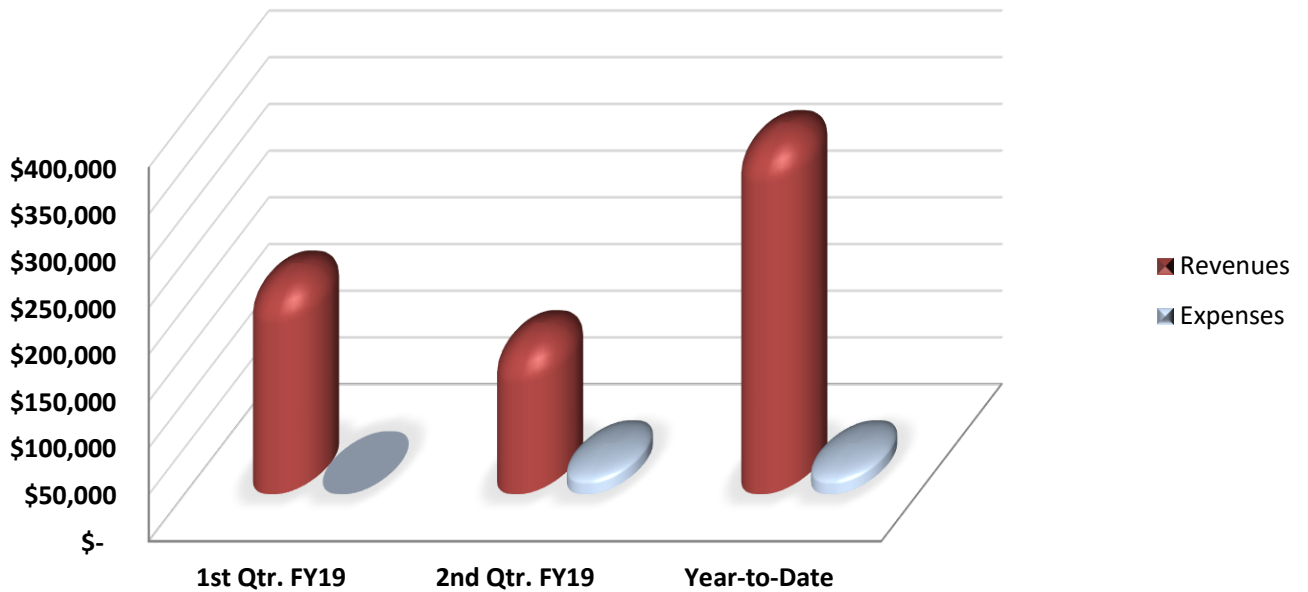
Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>15801</b>	<b>03/21/2019</b>	<b>ATS</b>	<b>05-1035 · BancorpSouth</b>		<b>-362.00</b>
Bill	I-806350	02/28/2019		05-2340 · Inspection Fees	-213.50	213.50
Bill	I-807458	03/08/2019		05-2340 · Inspection Fees	-148.50	148.50
TOTAL					<u>-362.00</u>	<u>362.00</u>
<b>Bill Pmt -Check</b>	<b>15802</b>	<b>03/21/2019</b>	<b>Burnet Central Appraisal Dist.</b>	<b>05-1035 · BancorpSouth</b>		<b>-3,017.44</b>
Bill	2019 2nd qtr.	03/01/2019		05-5020 · Quarterly Expense	-3,017.44	3,017.44
TOTAL					<u>-3,017.44</u>	<u>3,017.44</u>
<b>Bill Pmt -Check</b>	<b>15803</b>	<b>03/21/2019</b>	<b>Meadowlakes Public Works</b>	<b>05-1035 · BancorpSouth</b>		<b>-896.86</b>
Bill	19-0228-01	02/28/2019		05-5280 · Supplies/Miscellaneous	-33.83	33.83
				05-5380 · Supplies/Miscellaneous	-26.79	26.79
				05-6355 · Miscellaneous	-758.24	758.24
				05-6071 · Training & Travel	-78.00	78.00
TOTAL					<u>-896.86</u>	<u>896.86</u>
<b>Bill Pmt -Check</b>	<b>15804</b>	<b>03/21/2019</b>	<b>Debbie Holley.</b>	<b>05-1035 · BancorpSouth</b>		<b>-50.00</b>
Bill	REIMBURSEM	03/20/2019		05-6071 · Training & Travel	-50.00	50.00
TOTAL					<u>-50.00</u>	<u>50.00</u>
<b>Bill Pmt -Check</b>	<b>15805</b>	<b>03/21/2019</b>	<b>Joanne Dixon</b>	<b>05-1035 · BancorpSouth</b>		<b>0.00</b>
TOTAL					0.00	0.00
<b>Bill Pmt -Check</b>	<b>15806</b>	<b>03/22/2019</b>	<b>Dykes Construction</b>	<b>05-1035 · BancorpSouth</b>		<b>-1,350.00</b>
Bill	OFFICE REMC	03/21/2019		05-6410 · Office Building Renovations	-1,350.00	1,350.00
TOTAL					<u>-1,350.00</u>	<u>1,350.00</u>
<b>Bill Pmt -Check</b>	<b>15807</b>	<b>03/22/2019</b>	<b>Joanne Dixon</b>	<b>05-1035 · BancorpSouth</b>		<b>-50.00</b>
Bill	REIMBURSEM	03/22/2019		05-6071 · Training & Travel	-50.00	50.00
TOTAL					<u>-50.00</u>	<u>50.00</u>
<b>Bill Pmt -Check</b>	<b>15808</b>	<b>03/22/2019</b>	<b>Dykes Construction</b>	<b>05-1035 · BancorpSouth</b>		<b>-2,000.00</b>
Bill	FINAL	03/22/2019		05-6410 · Office Building Renovations	-2,000.00	2,000.00
TOTAL					<u>-2,000.00</u>	<u>2,000.00</u>
<b>Bill Pmt -Check</b>	<b>15809</b>	<b>03/28/2019</b>	<b>DJM. Properties</b>	<b>05-1035 · BancorpSouth</b>		<b>-500.00</b>
Bill	REFUND	03/28/2019		05-2320 · Deposits-Clean-up	-500.00	500.00
TOTAL					<u>-500.00</u>	<u>500.00</u>
<b>Bill Pmt -Check</b>	<b>15810</b>	<b>03/28/2019</b>	<b>San Gabriel Builders</b>	<b>05-1035 · BancorpSouth</b>		<b>-500.00</b>
Bill	REFUND	03/28/2019		05-2320 · Deposits-Clean-up	-500.00	500.00

City of Meadowlakes  
General Fund Check Detail  
March 2019

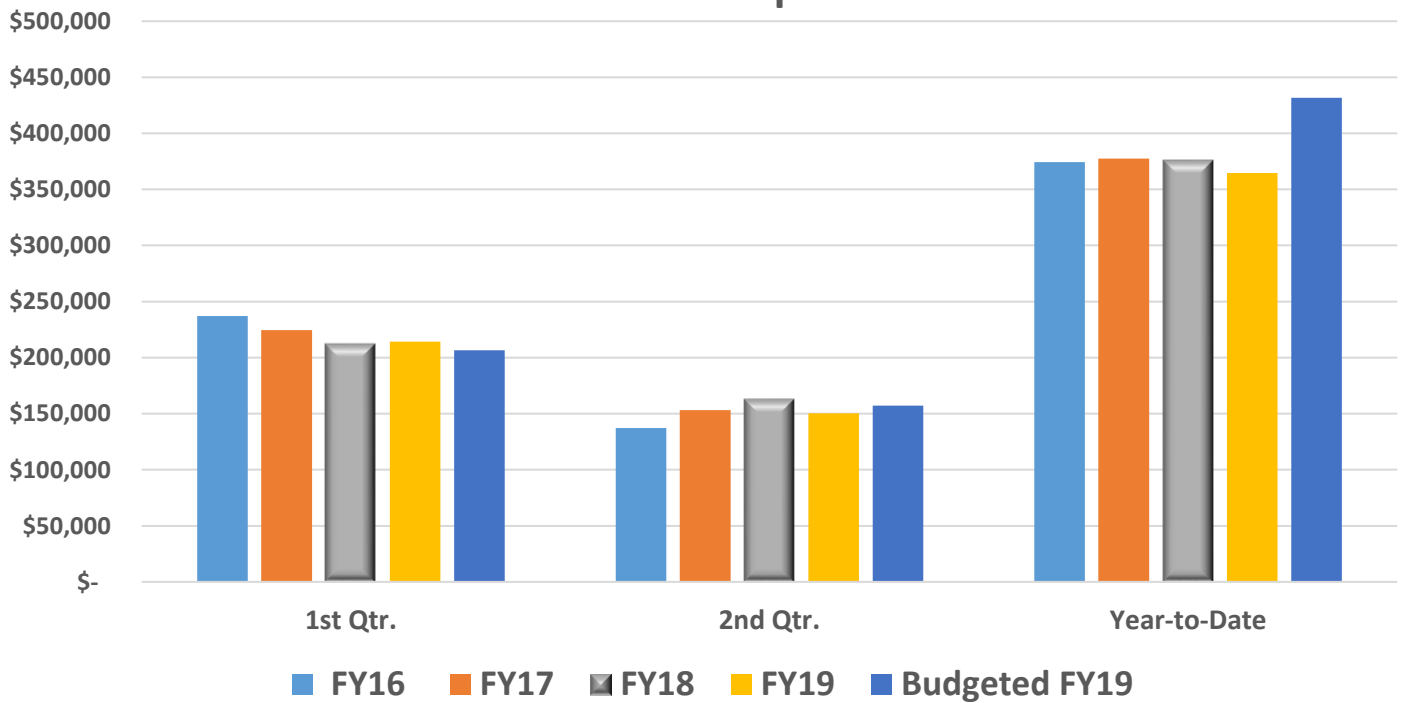
Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-500.00	500.00
Bill Pmt -Check	15811	03/28/2019	Spotless Cleaning	05-1035 · BancorpSouth		-260.00
Bill	24271	03/18/2019		05-6360 · Office Maintenance-Cleaning	-260.00	260.00
TOTAL					-260.00	260.00
Total March 2019 General Fund Disbursements						31,253.04

**City of Meadowlakes  
Debt Service Fund  
Snapshot  
Oct. 18 - Mar. 19**

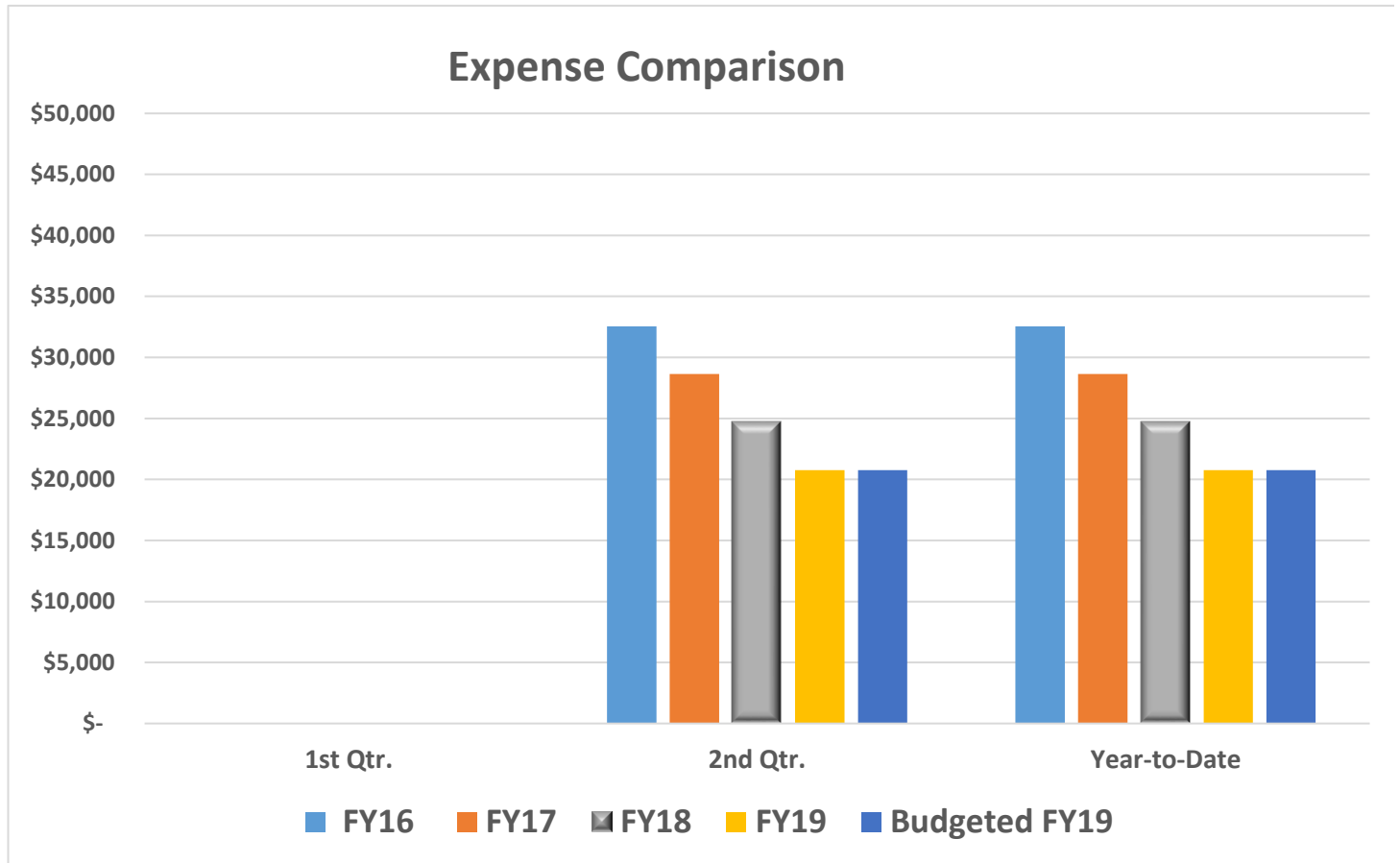
**Revenues vs. Expenses**



**Revenue Comparison**



**City of Meadowlakes  
Debt Service Fund  
Snapshot**





# City of Meadowlakes Debt Service Summary Balance Sheet

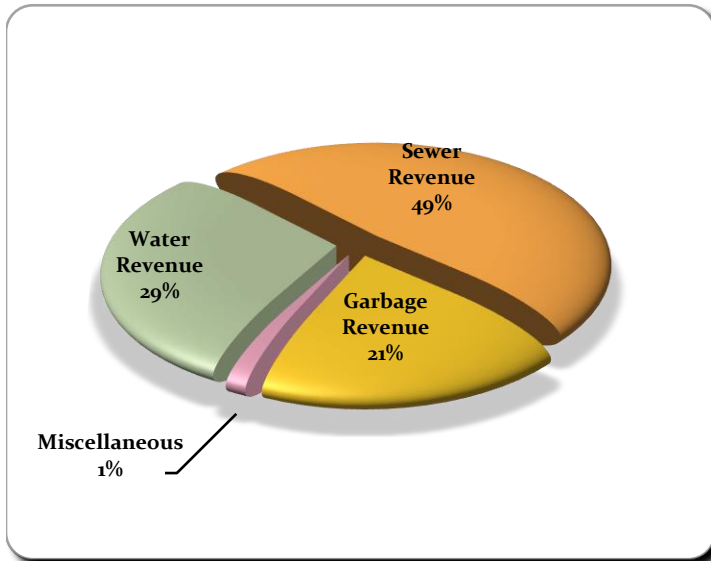
	<u>Feb 28, 19</u>	<u>Mar 31, 19</u>	<u>Mar 31, 18</u>	<u>Mar 31,17</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>	352,134	363,159	365,852	362,623
<b>Total Current Assets</b>	352,134	363,159	365,852	362,623
<b>Other Assets</b>	11,249	11,249	12,289	10,958
<b>TOTAL ASSETS</b>	<u><u>363,383</u></u>	<u><u>374,408</u></u>	<u><u>378,141</u></u>	<u><u>373,581</u></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>	11,249	11,249	12,290	10,958
<b>Total Current Liabilities</b>	11,249	11,249	12,290	10,958
<b>Total Liabilities</b>	11,249	11,249	12,290	10,958
<b>Equity</b>	325,133	363,159	365,851	362,623
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>336,382</u></u>	<u><u>374,408</u></u>	<u><u>378,141</u></u>	<u><u>373,581</u></u>

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

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 18	Y-T-D FY18
<b>Ordinary Income/Expense</b>						
Income						
06-4120 · Ad Valorem Tax	6,567	3,529	336,540	336,027	3,499	331,193
06-5440 · Interest Earned on Investments	-	325	1,326	915	341	939
<b>Total Income</b>	<b>6,567</b>	<b>3,854</b>	<b>337,866</b>	<b>336,942</b>	<b>3,840</b>	<b>332,132</b>
Expense						
06-9100 · 2013 Bond Expense						
06-9150 · 2013 Bond Principal	-	-	-	-	-	-
06-9170 · 2013 Bond Interest Expense	-	-	20,756	20,757	-	24,702
<b>Total 06-9100 · 2013 Bond Expense</b>	<b>-</b>	<b>-</b>	<b>20,756</b>	<b>20,757</b>	<b>-</b>	<b>24,702</b>
<b>Total Expense</b>	<b>-</b>	<b>-</b>	<b>20,756</b>	<b>20,757</b>	<b>-</b>	<b>24,702</b>
<b>Net Ordinary Income</b>	<b>6,567</b>	<b>3,854</b>	<b>317,110</b>	<b>316,185</b>	<b>3,840</b>	<b>307,430</b>
<b>Other Income/Expense</b>						
Other Income						
06-8200 · Transfer In from Utility F und	4,458	4,459	26,750	26,749	6,875	41,250
<b>Total Other Income</b>	<b>4,458</b>	<b>4,459</b>	<b>26,750</b>	<b>26,749</b>	<b>6,875</b>	<b>41,250</b>
<b>Net Other Income</b>	<b>4,458</b>	<b>4,459</b>	<b>26,750</b>	<b>26,749</b>	<b>6,875</b>	<b>41,250</b>
<b>Net Income</b>	<b>11,025</b>	<b>8,313</b>	<b>343,860</b>	<b>342,934</b>	<b>10,715</b>	<b>348,680</b>

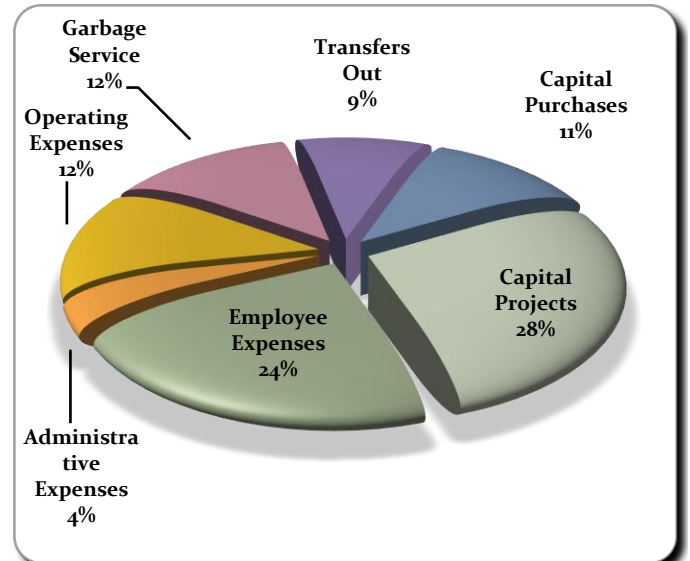
**City of Meadowlakes  
Public Works Fund  
Snapshot  
Oct. 18 - Mar. 19**

**Income Breakdown**



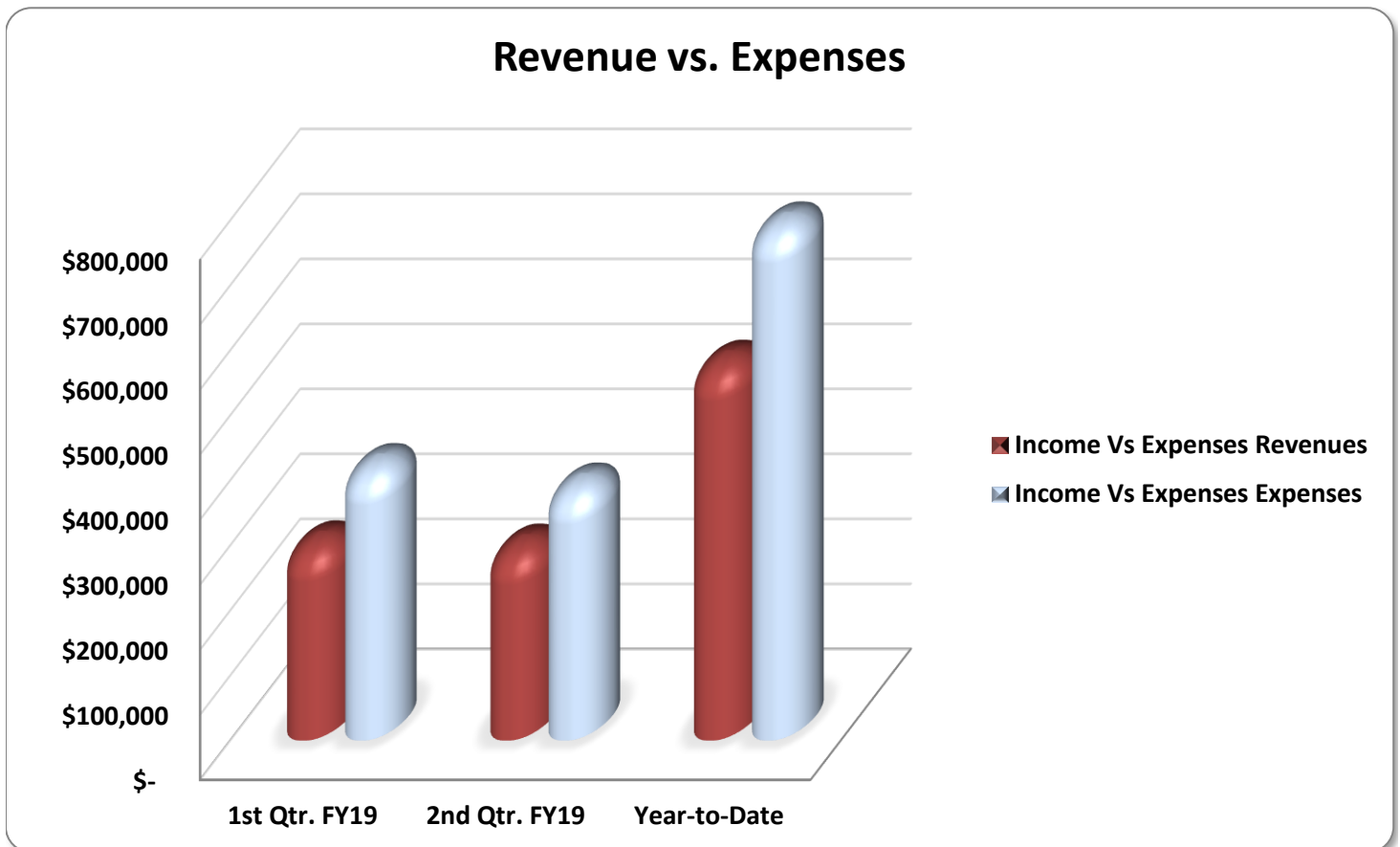
**Total Revenue      \$      555,081**

**Expense Breakdown**



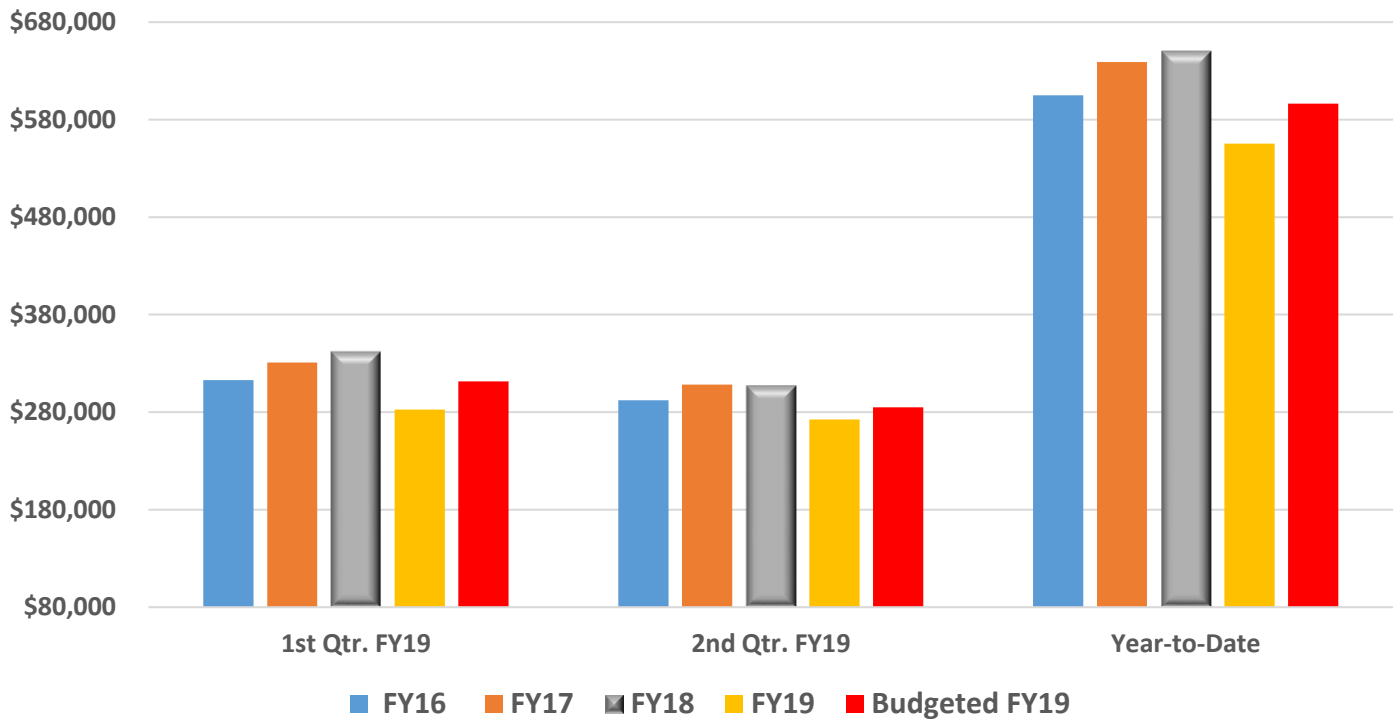
**Total Expenses      \$      819,195**

**Revenue vs. Expenses**

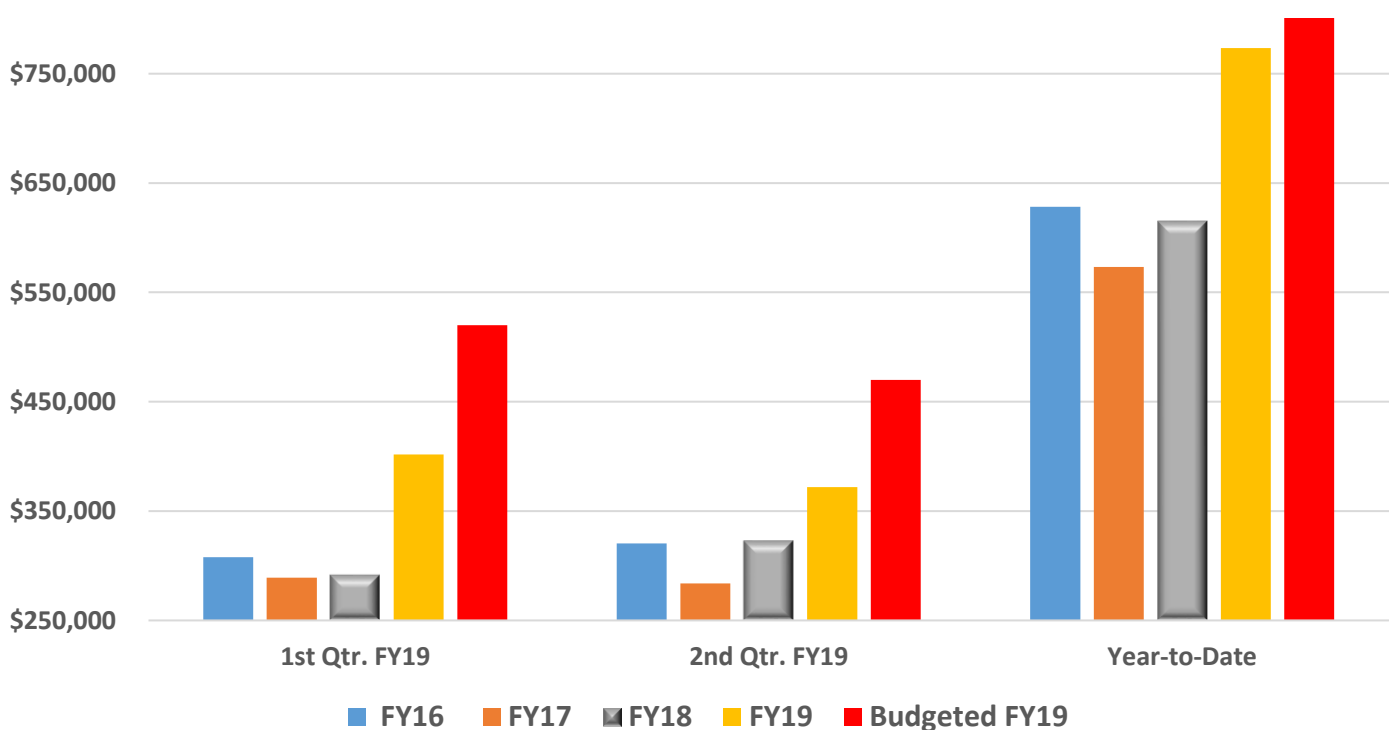


**City of Meadowlakes  
Public Works Fund  
Snapshot**

**Revenue Comparison**



**Expense Comparison**



# City of Meadowlakes-Utility Fund

## Summary Balance Sheet

	<u>Mar 31, 19</u>	<u>Mar 31, 18</u>	<u>Mar 31,17</u>
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings	337,678	576,361	521,294
Other Current Assets	153,380	135,473	137,382
<b>Total Current Assets</b>	<u>491,058</u>	<u>711,834</u>	<u>658,676</u>
<b>Fixed Assets</b>	3,526,285	3,568,730	3,613,747
<b>Other Assets</b>	11,977	17,298	38,955
<b>TOTAL ASSETS</b>	<u><u>4,029,320</u></u>	<u><u>4,297,862</u></u>	<u><u>4,311,378</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	28,393	36,645	49,396
Other Current Liabilities	96,989	100,527	94,666
<b>Total Current Liabilities</b>	<u>125,382</u>	<u>137,172</u>	<u>144,062</u>
<b>Long Term Liabilities</b>	<u>24,488</u>	<u>12,101</u>	<u>16,770</u>
<b>Total Liabilities</b>	<u>149,870</u>	<u>149,273</u>	<u>160,832</u>
<b>Equity</b>	3,879,450	4,148,589	4,150,547
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>4,029,320</u></u>	<u><u>4,297,862</u></u>	<u><u>4,311,379</u></u>

# City of Meadowlakes-Utility Fund

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget T-D FY19	Y- T-D FY19	Mar 18	Y-T-D FY18
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
5010 • Water Revenue	24,613	32,110	159,329	205,171		31,417	200,746
5020 • Sewer Revenues	44,051	43,882	263,883	263,391		43,769	262,713
5030 • Garbage Revenue	19,016	19,076	112,509	111,672		18,497	108,284
5110 • Contract Services	0	0	0	0		8,075	48,450
5120 • Water Connect Fee Revenue	1,850	925	6,475	3,700		0	5,350
5130 • Sewer Connect Fee Revenue	1,450	725	5,075	2,900		0	4,350
5140 • Transfer Fee	95	200	870	950		100	650
5150 • Penalty & Interest Earned	702	650	4,234	3,900		588	4,446
5170 • Miscellaneous Revenues	5	1,000	552	3,900		19	13,886
5181 • Non-Rev-Xfer In-General Fund	0	0	0	0		0	0
5200 • Interest earned on Investments	0	150	2,154	1,000		293	1,013
<b>Total Income</b>	<b>91,782</b>	<b>98,718</b>	<b>555,081</b>	<b>596,584</b>		<b>102,758</b>	<b>649,888</b>
<b>Gross Profit</b>	<b>91,782</b>	<b>98,718</b>	<b>555,081</b>	<b>596,584</b>		<b>102,758</b>	<b>649,888</b>
<b>Expense</b>							
<b>6100 • Employee Expenses</b>							
<b>6110 • Salaries &amp; Wages</b>							
6410 • Salaries Exempt Employees	5,340	5,327	33,415	31,960		5,027	30,159
6415 • Salaries & Wages-Non-Exempt	15,460	16,129	91,849	103,065		14,695	93,901
6416 • Overtime & Standby Pay	900	818	7,682	6,448		707	5,574
6417 • Longevity Pay-Exempt/Non-Exempt	0	0	3,903	5,000		0	3,848
6110 • Salaries & Wages - Other	0	0	0	0		0	0
<b>Total 6110 • Salaries &amp; Wages</b>	<b>21,700</b>	<b>22,274</b>	<b>136,849</b>	<b>146,473</b>		<b>20,429</b>	<b>133,482</b>
<b>6111 • Other Employee Expenses</b>							
6116 • Unemployment Expense	0	0	0	0		3,500	3,500
6120 • FICA Expense	1,660	1,708	10,469	11,157		1,563	10,211
6140 • Worker's Compensation Insurance	0	0	7,575	8,000		0	7,287
6150 • Employee Insurance Expenses	5,121	5,550	28,169	33,300		4,489	26,401
6160 • Employee Retirement Expense	559	658	3,485	4,212		513	3,286
6170 • Employee Uniform Expense	927	750	4,699	4,500		728	4,410
6180 • Employee Training & Travel Exp	159	400	3,391	2,400		172	4,638
<b>Total 6111 • Other Employee Expenses</b>	<b>8,426</b>	<b>9,066</b>	<b>57,788</b>	<b>63,569</b>		<b>10,965</b>	<b>59,733</b>
<b>Total 6100 • Employee Expenses</b>	<b>30,126</b>	<b>31,340</b>	<b>194,637</b>	<b>210,042</b>		<b>31,394</b>	<b>193,215</b>
<b>6200 • Administrative Expenses</b>							
<b>6225 • Misc. Dues &amp; Fees</b>							
6226 • TECQ Fees	0	0	3,733	4,500		0	3,733
6227 • Other Misc. Dues & Fees	154	75	654	550		25	747
<b>Total 6225 • Misc. Dues &amp; Fees</b>	<b>154</b>	<b>75</b>	<b>4,387</b>	<b>5,050</b>		<b>25</b>	<b>4,480</b>
6235 • Computer/Office Equip R&M	0	0	1,261	750		0	652
6240 • Software Update	0	0	3,059	3,000		0	3,082

# City of Meadowlakes-Utility Fund

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget T-D FY19	Y- T-D FY19	Mar 18	Y-T-D FY18
6250 • Office Supplies	0	350	189	1,400		453	1,566
6255 • Postage Expense	700	75	1,509	1,050		752	1,792
6260 • Telephone Expense	293	265	1,402	1,590		572	1,630
6270 • Insurance - GL & Property	0	0	17,291	16,900		0	16,863
6280 • Bad Debts	0	0	487	0		0	0
6282 • Administrative-Miscellaneous	140	100	557	500		79	353
<b>Total 6200 • Administrative Expenses</b>	<b>1,287</b>	<b>865</b>	<b>30,142</b>	<b>30,240</b>		<b>1,881</b>	<b>30,418</b>
<b>6300 • Operating Expenses</b>							
<b>6301 • Water Treatment Operational Exp</b>							
6305 • Water Treatment Electrical	2,116	2,250	10,938	12,865		2,121	12,061
6310 • Heating Fuel-WTP	254	0	685	550		0	929
6314 • R&M-Plant & Pump Station	0	1,500	4,405	99,000		0	26,709
6316 • WTP Chemical Expense	642	1,350	4,762	6,000		1,377	6,181
6320 • Water Outside Testing Expense	129	700	1,386	2,200		764	1,783
6328 • Distribution Repair & Maint.	3,653	500	7,911	2,500		2,366	6,334
6355 • Meter Purchased	0	0	0	50,000		0	22,633
6360 • Tap Materials-Water	0	0	0	5,000		0	0
<b>Total 6301 • Water Treatment Operational Exp</b>	<b>6,794</b>	<b>6,300</b>	<b>30,087</b>	<b>178,115</b>		<b>6,628</b>	<b>76,630</b>
<b>6302 • Wastewater Operational Expenses</b>							
6304 • Wastewater Electrical	2,674	2,500	14,158	13,250		2,541	12,010
6311 • Propane-Wastewater	0	250	143	1,250		293	815
6317 • WWTP Chemicals	1,962	50	3,390	825		80	1,513
6318 • Outside Testing Wastewater	113	150	678	1,250		228	1,159
<b>6321 • Collection System R&amp;M</b>							
63212 • Lift Station Repairs	0	0	4,869	5,000		0	33
6321 • Collection System R&M - Other	147	200	565	1,200		0	10,789
<b>Total 6321 • Collection System R&amp;M</b>	<b>147</b>	<b>200</b>	<b>5,434</b>	<b>6,200</b>		<b>0</b>	<b>10,822</b>
6322 • Irrigation Maintenance Expense		0	0	0		904	904
6327 • WWTP Repair & Maintenance	1,762	2,500	23,057	12,500		1,286	6,793
<b>Total 6302 • Wastewater Operational Expenses</b>	<b>6,658</b>	<b>5,650</b>	<b>46,860</b>	<b>35,275</b>		<b>5,332</b>	<b>34,016</b>
<b>6303 • Other Operational Expenses</b>							
<b>63031 • Repair &amp; Maintenance-Other</b>							
6329 • R&M-Building/Misc.	178	1,200	1,717	5,200		615	5,813
63291 • Drainage Repair & Maintenance	0	0	1,968	5,000		0	0
<b>Total 63031 • Repair &amp; Maintenance-Other</b>	<b>178</b>	<b>1,200</b>	<b>3,685</b>	<b>10,200</b>		<b>615</b>	<b>5,813</b>
6330 • Vehicle Repair & Maintenance	264	625	4,524	3,750		375	1,715
6335 • Mach/Equip Repair & Maintenance	270	1,300	2,838	8,200		1,420	8,000
<b>6340 • Vehicle &amp; Machinery Fuel</b>							
6341 • Vehicle Fuel	589	1,000	3,744	6,000		700	4,161
6342 • Machinery Fuel	55	1,000	1,748	3,000		0	74
<b>Total 6340 • Vehicle &amp; Machinery Fuel</b>	<b>644</b>	<b>2,000</b>	<b>5,492</b>	<b>9,000</b>		<b>700</b>	<b>4,235</b>

# City of Meadowlakes-Utility Fund

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget T-D FY19	Y- T-D FY18	Mar 18	Y-T-D FY18
6350 • Miscellaneous Operational Exp.	403	300	6,858	2,000	398	6,387	
6365 • Small Tools	112	450	1,317	2,500	103	4,924	
6550 • Assets Purchased	0	0	1,250	15,000	0	7,500	
Total 6303 • Other Operational Expenses	1,871	5,875	25,964	50,650	3,611	38,574	
6300 • Operating Expenses - Other	0	0	0	0	0	0	
Total 6300 • Operating Expenses	15,323	17,825	102,911	264,040	15,571	149,220	
6500 • Other Operational Expenses							
6510 • Garbage Service Expense	16,684	17,275	100,263	100,590	16,737	97,482	
Total 6500 • Other Operational Expenses	16,684	17,275	100,263	100,590	16,737	97,482	
6650 • Capital Expenditures							
6652 • Assets Purchased Over 5K							
66550 • Equipment Purchased	0	0	0	0	0	0	
6652 • Assets Purchased Over 5K - Other	0	0	0	0	0	0	
Total 6652 • Assets Purchased Over 5K	0	0	0	0	0	0	
6655 • Raw Water Pump	0	0	0	0	0	0	
6656 • SCADA Upgrades / Replacement	0	0	0	0	0	0	
Total 6650 • Capital Expenditures	0	0	0	0	0	0	
8200 • Transfer to Other Funds							
8215 • Transfer to General Fund		0			9,417	56,500	
8220 • Transfer to Debt Service Fund	4,458	4,458	26,750	26,748	6,875	41,250	
8240 • Transfer to RCC Fund	7,708	7,708	46,250	46,249	7,708	46,250	
Total 8200 • Transfer to Other Funds	12,166	12,166	73,000	72,997	24,000	144,000	
Total Expense	75,586	79,471	500,953	677,909	89,583	614,335	
Net Ordinary Income	16,196	19,247	54,128	-81,325	13,175	35,553	
Other Income/Expense							
Other Income							
9001 • Transfer in from Utility	0	0	0	0	0	0	
9050 • Capital Improvement	0	0	0	0	0	0	
Total Other Income	0	0	0	0	0	0	
Other Expense							
9200 • Capital Improvements							
9030 • Raw Water Intake Improvements	263	0	117,168	132,000			
9220 • SCADA/Water Plant Improvements	0	15,000	108,987	80,000			
9270 • Capital Equipment Purchased	0		91,760	100,000			
Total 9200 • Capital Improvements	263	15,000	317,915	312,000	0	0	
Total Other Expense	263	15,000	317,915	312,000	0	0	
Net Other Income	-263	-15,000	-317,915	-312,000	0	0	
Net Income	15,933	4,247	-263,787	-393,325	13,175	35,553	



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

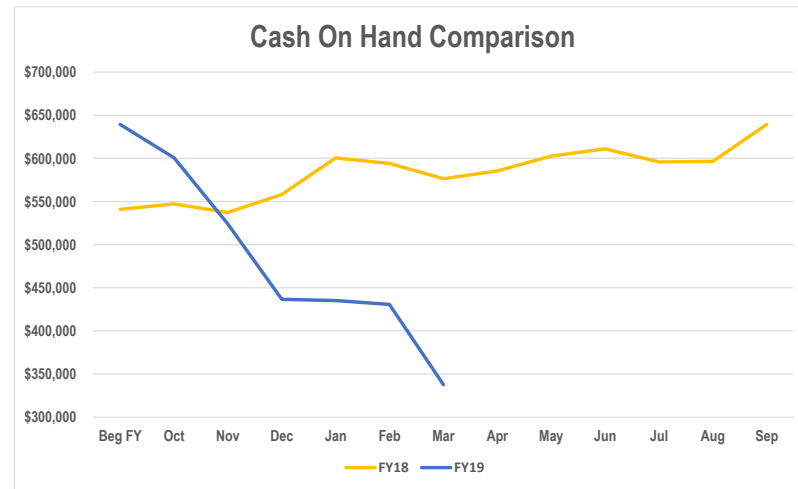
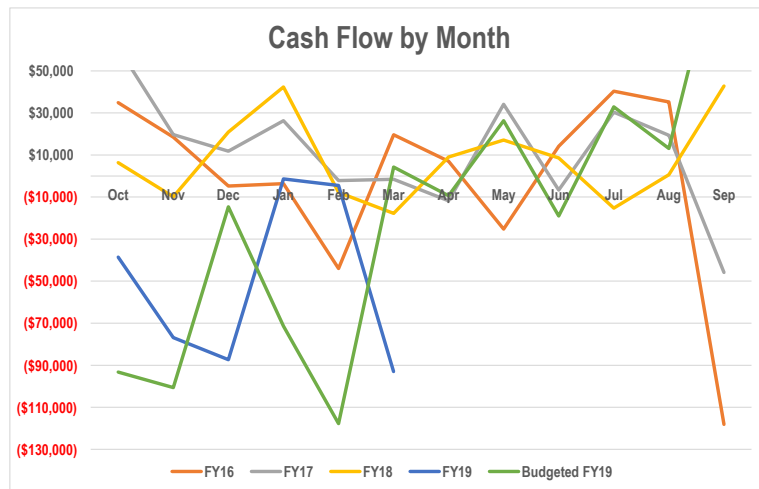
	Beginning FY	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
Cash on hand (beginning of month)	\$639,330	\$639,330	\$600,729	\$523,887	\$436,538	\$435,167	\$430,669	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	
Cash on hand (end of month)	\$639,330	\$600,729	\$523,887	\$436,538	\$435,167	\$430,669	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	\$0

CASH RECEIPTS														Total
Account Receivables		\$103,406	\$104,681	\$91,733	\$97,485	\$82,447	\$96,970							\$576,721
Customer's Deposits		\$500	\$500	\$700	\$200	\$300	\$500							\$2,700
Miscellaneous		\$5,520	\$1,760	\$430	\$1,700	\$100	\$3,395							\$12,905
Transfer in from other Funds		\$0	\$0	\$0	\$0	\$0	\$0							\$0
		\$0	\$0	\$0	\$0	\$0	\$0							\$0
<b>TOTAL CASH RECEIPTS</b>		<b>\$109,426</b>	<b>\$106,941</b>	<b>\$92,863</b>	<b>\$99,385</b>	<b>\$82,847</b>	<b>\$100,865</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$592,326</b>
Total cash available	\$639,330	\$748,756	\$707,670	\$616,750	\$535,922	\$518,014	\$531,534	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	

CASH PAID OUT- OPERATIONAL														Total
Prior Months Payables/Miscellaneous		\$19,149	\$3,212	\$4,950	\$14,442	\$8,575	\$6,389							\$56,717
Employee Related Expenses		\$37,798	\$33,563	\$32,650	\$29,657	\$31,685	\$30,013							\$195,366
Administrative Expenses		\$17,781	\$3,994	\$3,169	\$2,962	\$595	\$1,623							\$30,124
Operating Expenses		\$27,494	\$38,908	\$12,693	\$10,069	\$15,097	\$17,924							\$122,185
Solid Waste Collection Expense		\$16,755	\$16,737	\$16,702	\$16,737	\$16,702	\$16,702							\$100,335
<b>Total Cash Paid Out-Operational</b>		<b>\$118,977</b>	<b>\$96,414</b>	<b>\$70,164</b>	<b>\$73,867</b>	<b>\$72,654</b>	<b>\$72,651</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$504,727</b>

CASH PAID OUT- NON- OPERATIONAL														Total
Assets Purchased over \$5,000		\$16,884	\$70,902	\$0	\$0	\$2,525	\$0							\$90,311
Capital Projects		\$0	\$4,301	\$97,882	\$14,722	\$0	\$109,040							\$225,945
Transfers to Debt Service		\$4,458	\$4,458	\$4,458	\$4,458	\$4,458	\$4,458							\$26,748
Transfers to Recreation Fund		\$7,708	\$7,708	\$7,708	\$7,708	\$7,708	\$7,708							\$46,248
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$29,050</b>	<b>\$87,369</b>	<b>\$110,048</b>	<b>\$26,888</b>	<b>\$14,691</b>	<b>\$121,206</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$389,252</b>
<b>TOTAL CASH PAID OUT</b>		<b>\$148,027</b>	<b>\$183,783</b>	<b>\$180,212</b>	<b>\$100,755</b>	<b>\$87,345</b>	<b>\$193,857</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$893,979</b>
Cash on hand (end of month)	\$639,330	\$600,729	\$523,887	\$436,538	\$435,167	\$430,669	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	\$337,678	

Change in Cash														Total
Difference Beginning to End of Month		(\$38,601)	(\$76,842)	(\$87,349)	(\$1,370)	(\$4,498)	(\$92,992)	\$0	\$0	\$0	\$0	\$0	\$0	(\$301,652)
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		(\$38,601)	(\$115,443)	(\$202,792)	(\$204,163)	(\$208,661)	(\$301,652)	(\$301,652)	(\$301,652)	(\$301,652)	(\$301,652)	(\$301,652)	(\$301,652)	



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

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Ck.	EFT	03/04/2019	State Comptroller	1015 · Checking-BancorpSouth		-1,181.31
				3020 · Sales Tax Payable	-1,181.31	1,181.31
TOTAL					-1,181.31	1,181.31
Bill Pmt -Ck.	16987	03/07/2019	John & Pam Miller	1015 · Checking-BancorpSouth		-9.21
Bill	Refund	03/01/2019		3010 · Service Deposits Payable	-9.21	9.21
TOTAL					-9.21	9.21
Bill Pmt -Ck.	16988	03/07/2019	Aqua-Tech Laboratories, Inc	1015 · Checking-BancorpSouth		-242.00
Bill	29598	02/15/2019		6318 · Outside Testing Wastewater	-113.00	113.00
				6320 · Water Outside Testing Expense	-129.00	129.00
TOTAL					-242.00	242.00
Bill Pmt -Ck.	16989	03/07/2019	Central Texas Water Maintenance	1015 · Checking-BancorpSouth		-108,987.00
Bill	Scada Upgrade	02/28/2019		9220 · SCADA/Water Plant Improvemen	-108,987.00	108,987.00
TOTAL					-108,987.00	108,987.00
Bill Pmt -Ck.	16990	03/07/2019	Ulisses Solorzano	1015 · Checking-BancorpSouth		-105.00
Bill	REIMBURSEME	03/07/2019		6260 · Telephone Expense	-105.00	105.00
TOTAL					-105.00	105.00
Bill Pmt -Ck.	16991	03/14/2019	4-T Propane, LLC	1015 · Checking-BancorpSouth		-142.50
Bill	30045	02/06/2019		6311 · Propane-Wastewater	-142.50	142.50
TOTAL					-142.50	142.50
Bill Pmt -Ck.	16992	03/14/2019	Card Service Center	1015 · Checking-BancorpSouth		-1,237.54
Bill	2/26/19 Stmt - M	02/26/2019		1583 · RCC Receivable	-760.25	760.25
				6350 · Miscellaneous Operational Exp.	-137.97	137.97
				6180 · Employee Training & Travel Exp	-29.34	29.34
				6250 · Office Supplies	-29.99	29.99
				1584 · POA Receivables	-279.99	279.99
TOTAL					-1,237.54	1,237.54
Bill Pmt -Ck.	16993	03/14/2019	ChemEquip Services LLC	1015 · Checking-BancorpSouth		-3,063.15
Bill	4926	02/25/2019		6328 · Distribution Repair & Maint.	-2,126.50	2,126.50
Bill	4925	02/25/2019		6327 · WWTP Repair & Maintenance	-936.65	936.65
TOTAL					-3,063.15	3,063.15
Bill Pmt -Ck.	16994	03/14/2019	Debbie Holley	1015 · Checking-BancorpSouth		-16.94
Bill	REIMBURSEME	03/08/2019		6180 · Employee Training & Travel Exp	-16.94	16.94
TOTAL					-16.94	16.94

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

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ck.</b>	<b>16995</b>	<b>03/14/2019</b>	<b>DPC Industries, Inc</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-714.32</b>
Bill	767000948-19	02/28/2019		6316 · WTP Chemical Expense	-338.59	338.59
Bill	767000949-19	02/28/2019		6317 · WWTP Chemicals	-225.73	225.73
Bill	DE-76000313-19	02/28/2019		6316 · WTP Chemical Expense	-75.00	75.00
				6317 · WWTP Chemicals	-75.00	75.00
TOTAL					-714.32	714.32
<b>Bill Pmt -Ck.</b>	<b>16996</b>	<b>03/14/2019</b>	<b>Elliott Electric Supply</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-715.76</b>
Bill	2/25/19 Stmt	02/25/2019		1584 · POA Receivables	-498.94	498.94
				1583 · RCC Receivable	-95.42	95.42
				1583 · RCC Receivable	-121.40	121.40
TOTAL					-715.76	715.76
<b>Bill Pmt -Ck.</b>	<b>16997</b>	<b>03/14/2019</b>	<b>Fisher's Iron &amp; Metal Ind.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-793.35</b>
Bill	64053	02/27/2019		1584 · POA Receivables	-793.35	793.35
TOTAL					-793.35	793.35
<b>Bill Pmt -Ck.</b>	<b>16998</b>	<b>03/14/2019</b>	<b>Grainger</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-595.80</b>
Bill	904292605	02/20/2019		1584 · POA Receivables	-595.80	595.80
TOTAL					-595.80	595.80
<b>Bill Pmt -Ck.</b>	<b>16999</b>	<b>03/14/2019</b>	<b>HACH</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-641.61</b>
Bill	29591251	03/08/2019		6316 · WTP Chemical Expense	-641.61	641.61
TOTAL					-641.61	641.61
<b>Bill Pmt -Ck.</b>	<b>17000</b>	<b>03/14/2019</b>	<b>Home Depot Credit Services</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-467.80</b>
Bill	2/21/19 Stmt	02/21/2019		63291 · Drainage Repair & Maintenance	-202.41	202.41
				1583 · RCC Receivable	-81.19	81.19
				6365 · Small Tools	-30.90	30.90
				6350 · Miscellaneous Operational Exp.	-109.63	109.63
				1584 · POA Receivables	-43.67	43.67
TOTAL					-467.80	467.80
<b>Bill Pmt -Ck.</b>	<b>17001</b>	<b>03/14/2019</b>	<b>Ingram Readymix, Inc.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-477.50</b>
Bill	6094451	02/21/2019		63291 · Drainage Repair & Maintenance	-477.50	477.50
TOTAL					-477.50	477.50
<b>Bill Pmt -Ck.</b>	<b>17002</b>	<b>03/14/2019</b>	<b>Lowe's</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-119.58</b>
Bill	3/2/19 Stmt	03/02/2019		1583 · RCC Receivable	-119.58	119.58
TOTAL					-119.58	119.58
<b>Bill Pmt -Ck.</b>	<b>17003</b>	<b>03/14/2019</b>	<b>Mustang Equipment</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-73.82</b>

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

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	01-318701	02/19/2019		6335 · Mach/Equip Repair & Maintenance	-73.82	73.82
TOTAL					-73.82	73.82
<b>Bill Pmt -Ck.</b>	<b>17004</b>	<b>03/14/2019</b>	<b>NAPA-Third Coast Distribut</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-716.02</b>
Bill	2/28/19 Stmt	02/28/2019		6327 · WWTP Repair & Maintenance	-267.38	267.38
				1583 · RCC Receivable	-102.09	102.09
				6330 · Vehicle Repair & Maintenance	-168.38	168.38
				6335 · Mach/Equip Repair & Maintenance	-178.17	178.17
TOTAL					-716.02	716.02
<b>Bill Pmt -Ck.</b>	<b>17005</b>	<b>03/14/2019</b>	<b>Pathmark Traffic Products c</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-492.25</b>
Bill	1519	02/22/2019		1584 · POA Receivables	-492.25	492.25
TOTAL					-492.25	492.25
<b>Bill Pmt -Ck.</b>	<b>17006</b>	<b>03/14/2019</b>	<b>PEC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-4,651.78</b>
Bill	2/23/19 Stmt	02/23/2019		6305 · Water Treatment Electrical	-1,930.91	1,930.91
				6304 · Wastewater Electrical	-2,720.87	2,720.87
TOTAL					-4,651.78	4,651.78
<b>Bill Pmt -Ck.</b>	<b>17007</b>	<b>03/14/2019</b>	<b>Quill</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-109.96</b>
Bill	5324835	02/22/2019		6250 · Office Supplies	-109.96	109.96
TOTAL					-109.96	109.96
<b>Bill Pmt -Ck.</b>	<b>17008</b>	<b>03/14/2019</b>	<b>Time Management, Inc.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-107.94</b>
Bill	127901	02/28/2019		6321 · Collection System R&M	-107.94	107.94
TOTAL					-107.94	107.94
<b>Bill Pmt -Ck.</b>	<b>17009</b>	<b>03/14/2019</b>	<b>Tractor Supply</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-59.96</b>
Bill	2/27/19 Stmt	02/27/2019		1584 · POA Receivables	-59.96	59.96
TOTAL					-59.96	59.96
<b>Bill Pmt -Ck.</b>	<b>17010</b>	<b>03/14/2019</b>	<b>US Oxo, LLC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-73.60</b>
Bill	10821	02/28/2019		6350 · Miscellaneous Operational Exp.	-73.60	73.60
TOTAL					-73.60	73.60
<b>Bill Pmt -Ck.</b>	<b>17011</b>	<b>03/14/2019</b>	<b>US Postmaster</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-700.00</b>
Bill	PERMIT #6	03/01/2019		6255 · Postage Expense	-700.00	700.00
TOTAL					-700.00	700.00
<b>Bill Pmt -Ck.</b>	<b>17012</b>	<b>03/14/2019</b>	<b>Wex Bank</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-699.46</b>
Bill	3/6/2019 Stmt	03/06/2019		6341 · Vehicle Fuel	-589.57	591.85

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

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				6342 · Machinery Fuel	-54.83	55.04
				1515 · General Fund Receivables	-55.06	55.27
TOTAL					-699.46	702.16
Bill Pmt -Ck.	17013	03/21/2019	4-T Propane, LLC	1015 · Checking-BancorpSouth		-298.25
Bill	WO	02/28/2019		6310 · Heating Fuel-WTP	-35.00	35.00
Bill	30996	02/28/2019		6310 · Heating Fuel-WTP	-263.25	263.25
TOTAL					-298.25	298.25
Bill Pmt -Ck.	17014	03/21/2019	AT&T Mobility	1015 · Checking-BancorpSouth		-188.02
Bill	03012019 Stmt	03/01/2019		6260 · Telephone Expense	-188.02	188.02
TOTAL					-188.02	188.02
Bill Pmt -Ck.	17015	03/21/2019	Margaret Thompson	1015 · Checking-BancorpSouth		-100.00
Bill	REFUND	03/08/2019		3010 · Service Deposits Payable	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Ck.	17016	03/21/2019	Mary Wagner	1015 · Checking-BancorpSouth		-90.79
Bill	REFUND	03/08/2019		1510 · Service Receivables	-90.79	90.79
TOTAL					-90.79	90.79
Bill Pmt -Ck.	17017	03/21/2019	Pecan Valley POA	1015 · Checking-BancorpSouth		-175.00
Bill	2/24/19 Stmt	02/24/2019		6227 · Other Misc. Dues & Fees	-175.00	175.00
TOTAL					-175.00	175.00
Bill Pmt -Ck.	17018	03/21/2019	Sheridan Environmental	1015 · Checking-BancorpSouth		-815.60
Bill	5701	02/28/2019		6327 · WWTP Repair & Maintenance	-815.60	815.60
TOTAL					-815.60	815.60
Bill Pmt -Ck.	17019	03/21/2019	Stone Canyon Homes, LLC	1015 · Checking-BancorpSouth		-100.00
Bill	REFUND	03/08/2019		3010 · Service Deposits Payable	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Ck.	17020	03/21/2019	TCEQ	1015 · Checking-BancorpSouth		-50.00
Bill	T2E0001301	02/28/2019		6226 · TECQ Fees	-50.00	50.00
TOTAL					-50.00	50.00
Bill Pmt -Ck.	17021	03/21/2019	Techline Pipe L.P.	1015 · Checking-BancorpSouth		-539.13
Bill	1092305-00	02/28/2019		6321 · Collection System R&M	-253.54	253.54
				6328 · Distribution Repair & Maint.	-285.59	285.59
TOTAL					-539.13	539.13

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

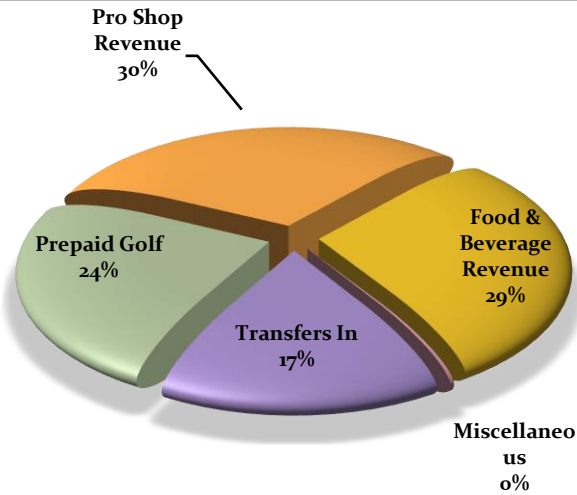
Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ck.</b>	<b>17022</b>	<b>03/21/2019</b>	<b>Texas Comptroller of Public</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-100.00</b>
Bill	2019 Annual Mei	01/25/2019		6227 · Other Misc. Dues & Fees	-100.00	100.00
<b>TOTAL</b>					<b>-100.00</b>	<b>100.00</b>
<b>Bill Pmt -Ck.</b>	<b>17023</b>	<b>03/21/2019</b>	<b>Waste Management</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-16,701.61</b>
Bill	2-58758-05068	02/28/2019		6510 · Garbage Service Expense	-53.93	53.93
Bill	21-39955-23005	02/28/2019		6510 · Garbage Service Expense	-16,647.68	16,647.68
<b>TOTAL</b>					<b>-16,701.61</b>	<b>16,701.61</b>
<b>Bill Pmt -Ck.</b>	<b>17024</b>	<b>03/28/2019</b>	<b>Collier Materials, Inc.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-572.58</b>
Bill	5030222	03/18/2019		6327 · WWTP Repair & Maintenance	-572.58	572.58
<b>TOTAL</b>					<b>-572.58</b>	<b>572.58</b>
<b>Bill Pmt -Ck.</b>	<b>17025</b>	<b>03/28/2019</b>	<b>Elliott Electric Supply</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-78.06</b>
Bill	3/25/19 Stmt	03/25/2019		1583 · RCC Receivable	-77.51	77.51
				1515 · General Fund Receivables	-0.55	0.55
<b>TOTAL</b>					<b>-78.06</b>	<b>78.06</b>
<b>Bill Pmt -Ck.</b>	<b>17026</b>	<b>03/28/2019</b>	<b>Fastenal</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-51.80</b>
Bill	TX001109043	03/08/2019		6350 · Miscellaneous Operational Exp.	-51.80	51.80
<b>TOTAL</b>					<b>-51.80</b>	<b>51.80</b>
<b>Bill Pmt -Ck.</b>	<b>17027</b>	<b>03/28/2019</b>	<b>Flo Trend Systems</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-1,961.79</b>
Bill	18S4471	03/13/2019		6317 · WWTP Chemicals	-1,961.79	1,961.79
<b>TOTAL</b>					<b>-1,961.79</b>	<b>1,961.79</b>
<b>Bill Pmt -Ck.</b>	<b>17028</b>	<b>03/28/2019</b>	<b>Ford &amp; Crew Home &amp; Hardw</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-818.58</b>
Bill	3/25/19 Stmt	03/25/2019		1583 · RCC Receivable	-8.78	8.78
				1584 · POA Receivables	-686.04	686.04
				6350 · Miscellaneous Operational Exp.	-37.98	37.98
				6329 · R&M-Building/Misc.	-5.90	5.90
				6365 · Small Tools	-26.99	26.99
				9030 · Raw Water Intake Improvements	-52.89	52.89
<b>TOTAL</b>					<b>-818.58</b>	<b>818.58</b>
<b>Bill Pmt -Ck.</b>	<b>17029</b>	<b>03/28/2019</b>	<b>Genworth Life and Annuity</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-230.36</b>
Bill	2019 2nd Qtr.	03/12/2019		6150 · Employee Insurance Expenses	-230.36	230.36
<b>TOTAL</b>					<b>-230.36</b>	<b>230.36</b>
<b>Bill Pmt -Ck.</b>	<b>17030</b>	<b>03/28/2019</b>	<b>Grainger</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-1,043.39</b>
Bill	9108579898	03/07/2019		6327 · WWTP Repair & Maintenance	-1,043.39	1,043.39
<b>TOTAL</b>					<b>-1,043.39</b>	<b>1,043.39</b>

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

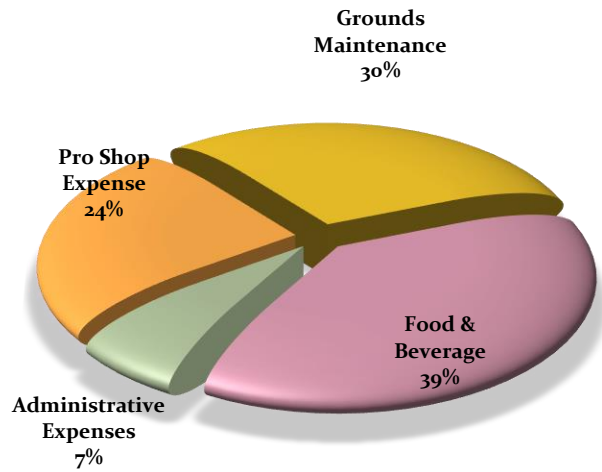
Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Ck.</b>	<b>17031</b>	<b>03/28/2019</b>	<b>UniFirst Holdings, Inc.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-693.08</b>
Bill	8222173052	03/04/2019		6170 · Employee Uniform Expense	-173.27	173.27
Bill	8222175292	03/11/2019		6170 · Employee Uniform Expense	-173.27	173.27
Bill	8222177512	03/18/2019		6170 · Employee Uniform Expense	-173.27	173.27
Bill	8222179752	03/25/2019		6170 · Employee Uniform Expense	-173.27	173.27
<b>TOTAL</b>					<b>-693.08</b>	<b>693.08</b>
<b>Bill Pmt -Ck.</b>	<b>17032</b>	<b>03/28/2019</b>	<b>Visa</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-1,929.82</b>
Bill	3/24/19 Stmt - JT	03/24/2019		6282 · Administrative-Miscellaneous	-139.96	139.96
				1584 · POA Receivables	-283.37	283.37
				1583 · RCC Receivable	-629.95	629.95
				6329 · R&M-Building/Misc.	-171.93	171.93
Bill	3/24/19 Stmt - M	03/24/2019		6335 · Mach/Equip Repair & Maintenance	-269.58	269.58
				6350 · Miscellaneous Operational Exp.	-95.94	95.94
				6330 · Vehicle Repair & Maintenance	-105.43	105.43
				6170 · Employee Uniform Expense	-233.66	233.66
<b>TOTAL</b>					<b>-1,929.82</b>	<b>1,929.82</b>
<b>Total Utility Fund Disbursements-March 2019</b>						<b>153,738.42</b>

**City of Meadowlakes  
Recreation  
Fund Snapshot  
Oct. 18 - Mar. 19**

**Income Breakdown**



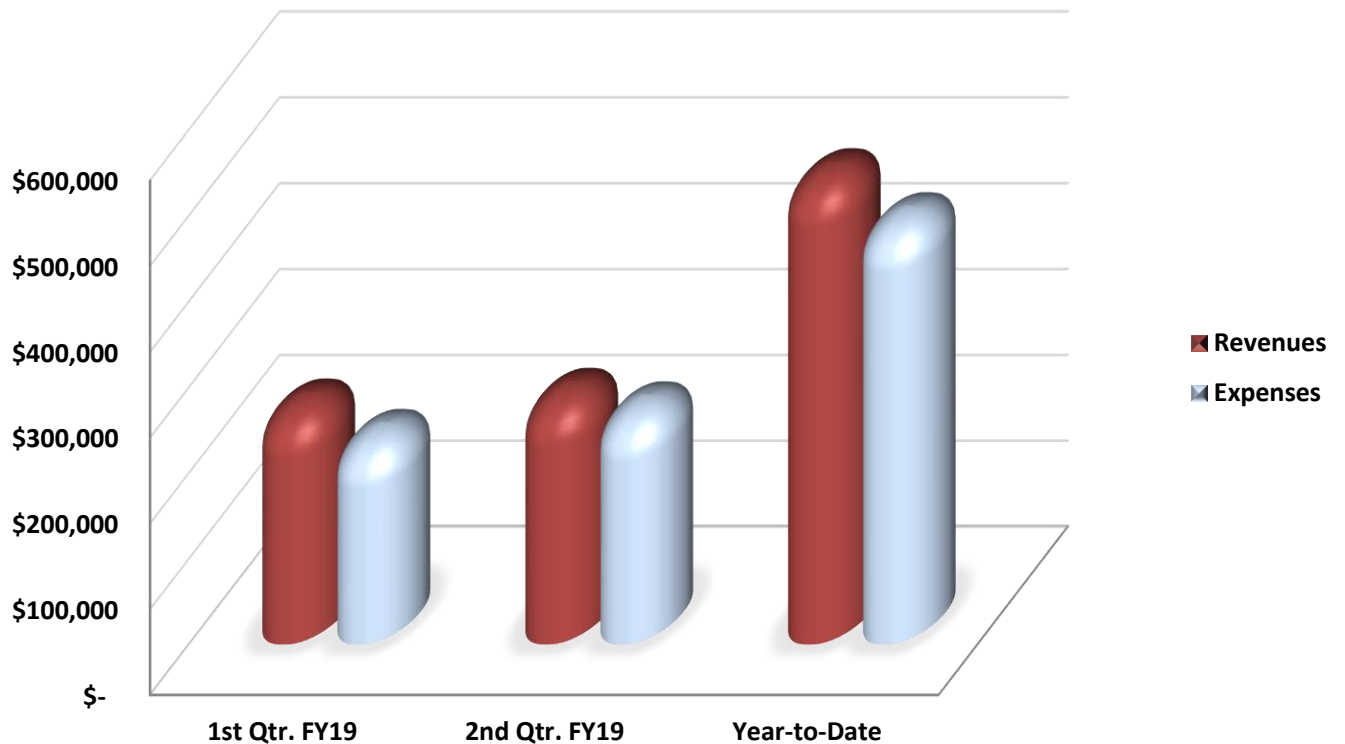
**Expense Breakdown**



**Total Revenue      \$      523,952**

**Total Expenses      \$      478,572**

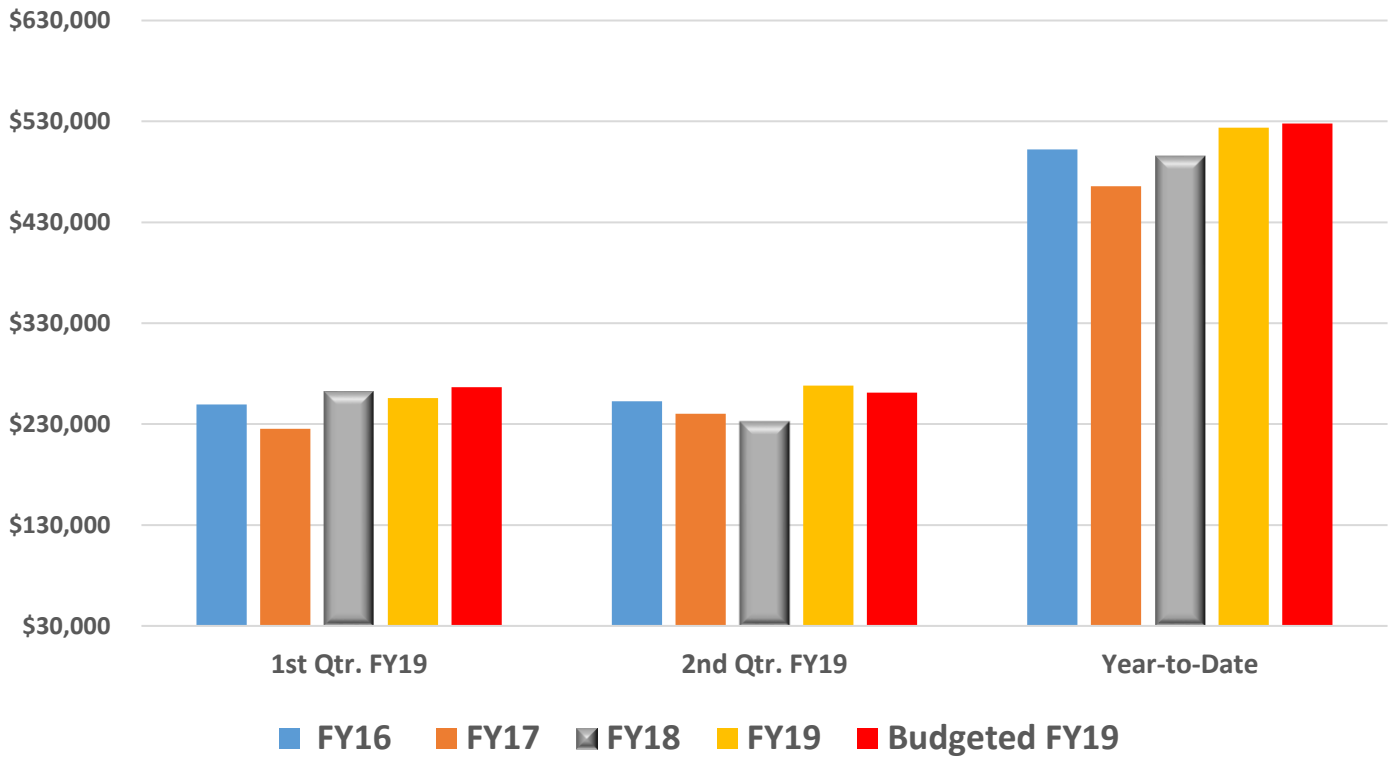
**Revenue vs. Expenses**



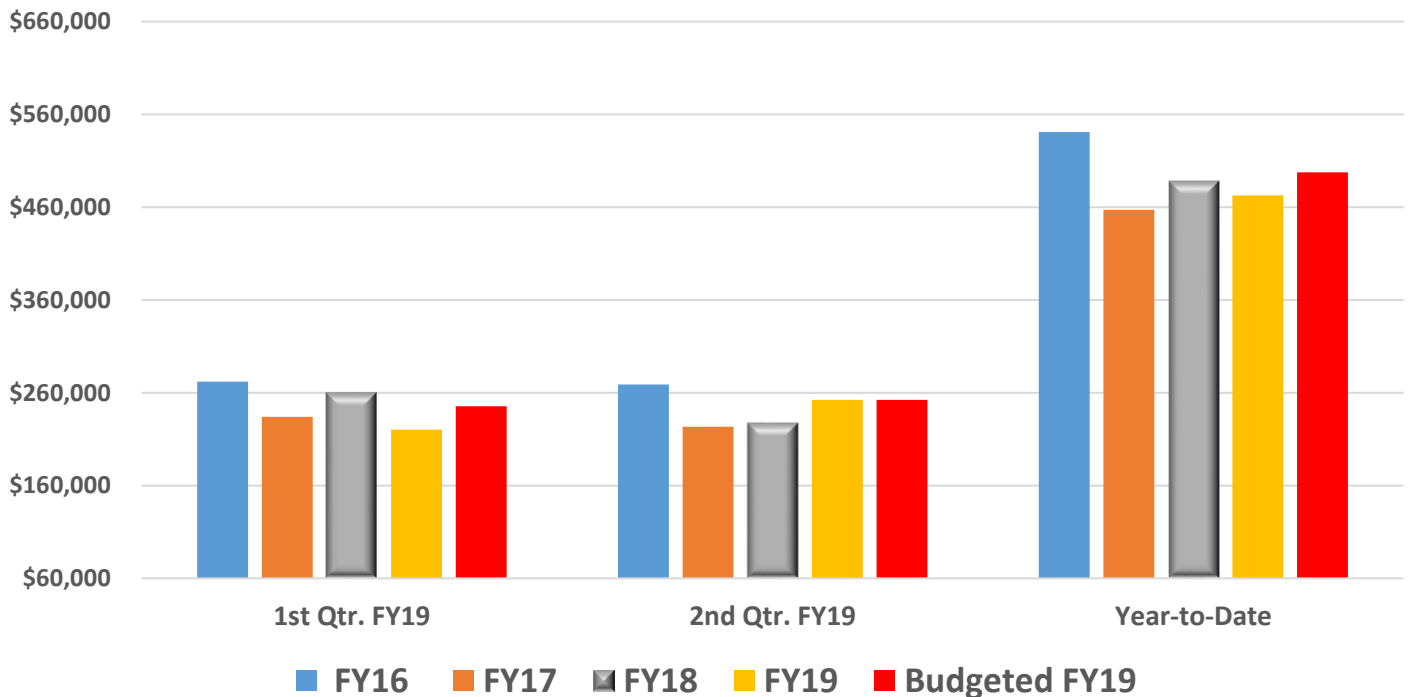


**City of Meadowlakes  
Recreation  
Fund Snapshot**

**Revenue Comparison**



**Expense Comparison**



# Recreation Fund Summary Balance Sheet

	Mar 31, 19	Mar 31, 18	Mar 31, 17
<b>ASSETS</b>			
<b>Current Assets</b>			
Checking/Savings	59,223	259,239	46,954
Accounts Receivable	0	0	0
Other Current Assets	42,779	36,856	24,616
<b>Total Current Assets</b>	102,002	296,095	71,570
<b>Fixed Assets</b>	501,112	301,643	344,021
<b>Other Assets</b>	52,521	59,032	3,655
<b>TOTAL ASSETS</b>	<b>655,635</b>	<b>656,770</b>	<b>419,246</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable	92,065	107,500	64,617
Other Current Liabilities	124,450	72,908	73,066
<b>Total Current Liabilities</b>	216,515	180,408	137,683
<b>Long Term Liabilities</b>	211,120	313,615	147,854
<b>Total Liabilities</b>	427,635	494,023	285,537
<b>Equity</b>	228,001	162,748	133,710
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>655,636</b>	<b>656,771</b>	<b>419,247</b>

# Recreation Fund

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 19	Y-T-D FY18
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
03-5000 · Revenue						
03-5010 · Membership Dues	12,467	22,314	123,811	135,759	25,756	151,257
03-5023 · Golf Shop Revenues						
03-5035 · Green Fees	15,605	18,881	63,830	86,647	17,757	74,218
03-5040 · Golf Cart Rental	8,230	9,838	31,217	42,285	9,810	37,845
03-5045 · Driving Range	7,481	3,732	19,144	18,068	4,371	21,323
03-5050 · Tournament-Income	3,570	5,000	10,695	6,500	1,944	6,224
03-5052 · Misc. Pro-Shop Income	240	42	329	248	94	300
03-5053 · Handicap	-390	350	4,620	4,910	90	5,010
03-5060 · Pro Shop Sales	5,219	5,899	26,510	27,549	6,534	24,771
<b>Total 03-5023 · Golf Shop Revenues</b>	<b>39,955</b>	<b>43,742</b>	<b>156,345</b>	<b>186,207</b>	<b>40,600</b>	<b>169,691</b>
03-5057 · Tennis & Swimming Revenues						
03-5019 · Tennis Membership	0	0	5	0	0	0
03-5026 · Swimming Membership	0	0	0	0	0	0
03-5056 · Swimming Fees	0	0	0	0	0	0
<b>Total 03-5057 · Tennis &amp; Swimming Revenues</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>
03-5070 · Restaurant/Bar Sales						
03-5072 · Restaurant Food Sales	15,346	17,464	96,865	105,455	11,265	86,380
03-5073 · Beverage Sales	915	1,478	5,356	7,260	996	5,062
03-5074 · Beer Sales	5,020	4,850	22,817	24,080	4,871	22,368
03-5075 · Other Food & Beverage Sales	0	0	0	0	0	0
03-5076 · Liquor Sales	3,715	2,450	18,306	15,680	2,413	15,002
03-5077 · Wine Sales	1,147	1,000	6,814	5,755	1,095	5,795
03-5070 · Restaurant/Bar Sales - Other	0	0	1,050	0	0	0
<b>Total 03-5070 · Restaurant/Bar Sales</b>	<b>26,143</b>	<b>27,242</b>	<b>151,208</b>	<b>158,230</b>	<b>20,640</b>	<b>134,607</b>
03-5085 · Other Revenue						
03-5087 · Other Miscellaneous Revenues	0	0	0	0	0	0
03-5090 · Interest Earned	0	0	242	0	108	209
03-5096 · Miscellaneous Income	0	250	1,091	1,500	0	1,451
<b>Total 03-5000 · Revenue</b>	<b>78,565</b>	<b>93,548</b>	<b>432,702</b>	<b>481,696</b>	<b>87,104</b>	<b>457,215</b>
<b>Total Income</b>	<b>78,565</b>	<b>93,548</b>	<b>432,702</b>	<b>481,696</b>	<b>87,104</b>	<b>457,215</b>
<b>Gross Profit</b>	<b>78,565</b>	<b>93,548</b>	<b>432,702</b>	<b>481,696</b>	<b>87,104</b>	<b>457,215</b>
<b>Expense</b>						
03-6000 · Administrative Expenditures						
03-6010 · Payroll Expenditures						
03-6011 · Wages - Full Time	0	1,250	0	7,500	0	0
03-6016 · Unemployment Cost	0	0	990	5,500	2,000	2,000
03-6018 · Health Care	0	0	0	0	0	0
<b>Total 03-6010 · Payroll Expenditures</b>	<b>0</b>	<b>1,250</b>	<b>990</b>	<b>13,000</b>	<b>2,000</b>	<b>2,000</b>
03-6039 · Other Administrative Expenses						
03-6021 · Admin Exp.- Xfer out to General	0	0		0	2,583	15,500
03-6030 · Insurance						
03-6032 · Property Insurance	670	433	4,021	2,602	581	3,486
03-6034 · Liability Insurance	32	0	193	0	0	0
<b>Total 03-6030 · Insurance</b>	<b>702</b>	<b>433</b>	<b>4,214</b>	<b>2,602</b>	<b>581</b>	<b>3,486</b>
03-6040 · Office Supplies	0	166	120	1,004	128	1,421
03-6042 · Postage	0	100	713	325	0	183
03-6045 · Advertising	255	833	1,398	5,002	356	3,241
03-6047 · Dues & Subscriptions	100	0	100	500	0	150
03-6049 · Miscellaneous Expenses	60	250	1,155	1,500	53	618
03-6062 · Credit Card Processing	0	1,375	6,138	8,250	1,057	7,308
03-6065 · Software Maintenance	0	0		0	0	236
06-6063 · Cash Over/Under	40	40	-361	275	-267	-589
<b>Total 03-6039 · Other Administrative Expenses</b>	<b>1,157</b>	<b>3,197</b>	<b>13,477</b>	<b>19,458</b>	<b>4,491</b>	<b>31,554</b>
<b>03-6068 · House Maintenance Expenses</b>						

# Recreation Fund

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 19	Y-T-D FY18
03-6050 · Telephone	154	167	931	1,002	154	834
03-6052 · Electric	1,244	1,500	5,338	8,750	1,142	7,370
03-6055 · Utilities-Water & Sewer	240	333	1,536	2,002	253	1,942
03-6081 · Cleaning Service	0	0	0	0	0	2,895
03-6101 · Misc. House Expense	0	84	0	496	0	90
03-6102 · Building Repair & Maintenance	0	209	3,765	1,246	328	1,526
03-6105 · Security	0	0	0	0	0	76
03-6520 · Television-Clubhouse	26	0	156	0	26	156
<b>Total 03-6068 · House Maintenance Expenses</b>	<b>1,664</b>	<b>2,293</b>	<b>11,726</b>	<b>13,496</b>	<b>1,903</b>	<b>14,889</b>
<b>Total 03-6000 · Administrative Expenditures</b>	<b>2,821</b>	<b>6,740</b>	<b>26,193</b>	<b>45,954</b>	<b>8,394</b>	<b>48,443</b>
<b>03-6100 · Pro Shop Expenditures</b>						
03-6110 · Payroll						
03-6111 · Wages - Full Time	3,462	3,847	3,462	23,082	2,307	21,855
03-6112 · Wages Part Time/Seasonal	6,950	5,962	52,614	35,772	6,469	39,827
03-6113 · ProShop OT/Salary Adjustments	0	517	0	3,098	0	0
03-6115 · Payroll Tax	796	775	4,360	4,845	671	4,755
03-6116 · Pro Shop Longevity	0	0	924	1,500	0	474
03-6117 · Retirement	205	0	451	0	70	618
03-6118 · Health Care	800	0	1,577	0	704	2,792
03-6119 · Worker's Comp	288	317	1,729	1,898	304	1,824
03-6155 · Training & Travel	0	0	0	250	0	0
<b>Total 03-6110 · Payroll</b>	<b>12,501</b>	<b>11,418</b>	<b>65,117</b>	<b>70,445</b>	<b>10,525</b>	<b>72,145</b>
03-6121 · Other Pro-Shop Expenses						
03-6120 · Driving Range	0	0	0	1,500	0	2,167
03-6122 · Miscellaneous and Supplies	0	150	241	950	28	3,048
03-6123 · Pro-Shop Consumable Supplies	0	42	0	248	0	0
03-6125 · Handicap	0	3,000	3,087	3,000	3,213	3,260
03-6130 · Tournament Expenses	0	250	0	250	0	452
03-6140 · Office Supplies	0	84	0	496	0	0
03-6150 · Dues & Fees	0	0	335	100	50	160
03-6121 · Other Pro-Shop Expenses - Other	50	250	200	450	0	0
<b>Total 03-6121 · Other Pro-Shop Expenses</b>	<b>50</b>	<b>3,776</b>	<b>3,863</b>	<b>6,994</b>	<b>3,291</b>	<b>9,087</b>
03-6160 · Inventory Purchased	4,827	2,500	20,232	15,500	1,758	11,189
03-6163 · Inventory/Cash Shortages	100	0	100	250	0	383
<b>03-6200 · Golf Carts Expenditures</b>						
03-6205 · Golf Lease/Rental	0	0	0	0	0	13,585
03-6211 · Cart Lease/Purchase-Principal	0	0	23,300	22,038	0	0
03-6212 · Golf Cart Lease/Purchase-Int.	0	0	3,587	3,364	0	0
03-6215 · Supplies/Fuel	0	400	299	2,400	0	0
03-6220 · Cart Maint & Repair	118	250	1,309	500	0	1,296
03-6225 · Electric	0	0	0	0	40	731
<b>Total 03-6200 · Golf Carts Expenditures</b>	<b>118</b>	<b>650</b>	<b>28,495</b>	<b>28,302</b>	<b>40</b>	<b>15,612</b>
<b>Total 03-6100 · Pro Shop Expenditures</b>	<b>17,596</b>	<b>18,344</b>	<b>117,807</b>	<b>121,491</b>	<b>15,614</b>	<b>108,416</b>
<b>03-6300 · Grounds Maintenance Expenditure</b>						
03-6310 · Payroll						
03-6311 · Wages - Full Time	8,684	9,616	60,331	57,696	8,813	50,813
03-6312 · Wages - Part Time/Seasonal	654	2,500	1,483	4,000	1,841	11,477
03-6313 · Grounds O&M - Overtime/Bonus	0	996	0	5,974	0	0
03-6314 · Grounds O&M Longevity	0	0	1,610	2,000	0	1,556
03-6315 · Payroll Tax Exp	714	950	4,852	5,415	815	4,884
03-6317 · Retirement Exp	227	275	1,583	1,700	221	1,289
03-6318 · Health Care Exp	3,220	3,300	19,284	19,800	2,118	12,709
03-6319 · Worker's Comp	350	375	2,099	2,250	369	2,216
<b>Total 03-6310 · Payroll</b>	<b>13,849</b>	<b>18,012</b>	<b>91,242</b>	<b>98,835</b>	<b>14,177</b>	<b>84,944</b>
03-6321 · Other Golf Course Maint. Exp.						
03-6320 · Fuel & Lubricants	88	425	2,566	3,100	700	3,454
03-6322 · Fertilizer	0	0	1,114	1,675	0	864
03-6324 · Chemicals	1,653	600	5,201	6,125	1,430	8,037

# Recreation Fund

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 19	Y-T-D FY18
03-6326 · Seed & Sod	0	0	0	5,000	34	1,743
03-6329 · Equipment Maint & Repair	13	750	1,144	3,500	403	1,133
03-6332 · Irrigation Repair & Maint.	75	100	1,193	1,000	2,397	4,998
03-6333 · Pond Maintenance	0	0	0	0	0	0
03-6335 · Landscape Materials & Supplies	0	500	43	1,000	0	0
03-6340 · Utilities						
03-6342 · Electric - Maintenance Building	243	300	1,236	1,800	250	1,507
03-6344 · Electric - Irrigation	536	700	2,764	3,800	0	1,174
03-6346 · Sewer & Water	304	417	2,452	2,498	293	1,466
03-6370 · Raw Water Purchase	455	458	2,730	2,748	0	3,051
Total 03-6340 · Utilities	1,538	1,875	9,182	10,846	543	7,198
03-6354 · Small Tools	0	125	353	750	52	421
03-6374 · Equipment Purchased	0	0	3,375	0	0	0
03-6380 · Other Grounds Maint Exp	294	250	1,221	250	142	4,785
Total 03-6321 · Other Golf Course Maint. Exp.	3,661	4,625	25,392	33,246	5,701	32,633
03-6360 · Equipment Lease/Purchase						
03-6362 · Machinery Lease	872	852	27,769	27,047	11,119	37,417
03-6363 · Machinery Interest	8	29	1,175	1,080	708	2,471
Total 03-6360 · Equipment Lease/Purchase	880	881	28,944	28,127	11,827	39,888
Total 03-6300 · Grounds Maintenance Expenditure	18,390	23,518	145,578	160,208	31,705	157,465
03-6400 · Tennis Expenditures						
03-6420 · Electric	40	125	205	750	0	0
03-6430 · Maint & Repair		0		1,000	128	128
03-6400 · Tennis Expenditures - Other		0	96	0	0	0
Total 03-6400 · Tennis Expenditures	40	125	301	1,750	128	128
03-6500 · Food & Beverage Expenses						
03-6510 · Payroll & Payroll Expense						
03-6413 · F&B Overtime/Bonus	0	0	0	0	0	0
03-6414 · F&B Longevity	0	0	1,207	1,700	0	761
03-6511 · Wages - Full Time	8,740	6,385	42,061	38,310	4,739	31,258
03-6512 · Wages - Part Time/Seasonal	1,254	5,770	23,675	34,610	4,688	39,619
03-6515 · Payroll Tax Expense	765	930	5,121	5,710	832	6,251
03-6517 · Retirement Expense	228	175	1,378	1,050	128	872
03-6518 · Health Care Expense	2,411	2,450	14,468	14,700	1,445	7,064
03-6519 · Worker's Comp	391	367	2,346	2,198	413	2,476
03-6510 · Payroll & Payroll Expense - Other		0	0	250	0	0
Total 03-6510 · Payroll & Payroll Expense	13,789	16,077	90,256	98,528	12,245	88,301
03-6521 · Other Food & Beverage Expenses						
03-6053 · Propane	1,190	600	4,540	3,600	969	4,655
03-6525 · Alcohol Tax	636	825	3,656	4,000	431	3,350
03-6540 · Supplies						
03-6545 · Restaurant-Consumable Supplies	0	0	0	0	0	0
03-6547 · Beer/Wine	1,003	2,275	9,251	12,025	2,565	10,301
03-6548 · Liquor Expense	191	625	3,342	3,300	448	2,773
03-6549 · Food Exp	3,185	5,125	32,633	31,700	4,404	33,644
03-6550 · Beverage Expense	558	350	1,285	1,500	16	1,343
03-6552 · Other Food & Beverage Supplies	298	600	3,804	3,850	496	4,115
03-6572 · Other Misc. Restaurant Expenses	0	275	877	1,900	200	2,352
03-6573 · Linen	407	300	2,250	2,200	165	2,088
03-6540 · Supplies - Other	115	0	876	0	485	2,272
Total 03-6540 · Supplies	5,757	9,550	54,318	56,475	8,779	58,888
03-6560 · Equipment Rental	70	250	420	1,500	70	461
03-6561 · Liquor License	0	0	0	0	750	2,910
03-6565 · Equipment Maint & Repair	554	1,000	1,601	1,850	118	1,619
03-6571 · Inventory/Cash Shortages	0	0		0	0	277
Total 03-6521 · Other Food & Beverage Expenses	8,207	12,225	64,535	67,425	11,117	72,160
Total 03-6500 · Food & Beverage Expenses	21,996	28,302	154,791	165,953	23,362	160,461

# Recreation Fund

## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 19	Y-T-D FY18
<b>03-6600 · Swimming Pool Expenditures</b>						
<b>03-6610 · Payroll &amp; Payroll Expense</b>						
03-6612 · Wages - Part Time/Seasonal	0	0	0	0	0	0
03-6614 · Payroll Expense	0	0	0	0	0	0
03-6616 · Worker's Comp	0	0	0	0	0	0
03-6610 · Payroll & Payroll Expense - Other	0	0	0	0	0	0
<b>Total 03-6610 · Payroll &amp; Payroll Expense</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
03-6620 · Supplies		150	106	950	0	0
03-6622 · Maint & Repair		200	915	1,200	0	0
03-6623 · Miscellaneous Pool Expense		0	20	0	30	84
<b>Total 03-6600 · Swimming Pool Expenditures</b>	<u>0</u>	<u>350</u>	<u>1,041</u>	<u>2,150</u>	<u>30</u>	<u>84</u>
<b>Total Expense</b>	<u>60,843</u>	<u>77,379</u>	<u>445,711</u>	<u>497,506</u>	<u>79,233</u>	<u>474,997</u>
<b>Net Ordinary Income</b>	<u>17,722</u>	<u>16,169</u>	<u>-13,009</u>	<u>-15,810</u>	<u>7,871</u>	<u>-17,782</u>
<b>Other Income/Expense</b>						
<b>Other Income</b>						
03-8010 · Transfer In from other Funds						
03-8015 · Transfer in from General Fund	0	50,000	45,000	50,000	0	0
03-8020 · Transfer in from Utility Fund	7,708	7,708	46,250	46,252	7,708	46,250
03-8010 · Transfer In from other Funds - Other		0		0	0	0
<b>Total 03-8010 · Transfer In from other Funds</b>	<u>7,708</u>	<u>57,708</u>	<u>91,250</u>	<u>96,252</u>	<u>7,708</u>	<u>46,250</u>
<b>Total Other Income</b>	<u>7,708</u>	<u>57,708</u>	<u>91,250</u>	<u>96,252</u>	<u>7,708</u>	<u>46,250</u>
<b>Other Expense</b>						
03-6865 · Capital Purchases/Renovations						
03-6866 · Parking Lot Improvements	0	20,000	31,585	20,000	0	0
03-6867 · Course Improvements-Cart Paths	0	25,000	1,276	25,000	0	0
03-6865 · Capital Purchases/Renovations - Other	0		0	0	1,638	2,626
<b>Total 03-6865 · Capital Purchases/Renovations</b>	<u>0</u>	<u>45,000</u>	<u>32,861</u>	<u>45,000</u>	<u>1,638</u>	<u>2,626</u>
<b>Total Other Expense</b>	<u>0</u>	<u>45,000</u>	<u>32,861</u>	<u>45,000</u>	<u>1,638</u>	<u>2,626</u>
<b>Net Other Income</b>	<u>7,708</u>	<u>12,708</u>	<u>58,389</u>	<u>51,252</u>	<u>6,070</u>	<u>43,624</u>
<b>Net Income</b>	<u>25,430</u>	<u>28,877</u>	<u>45,380</u>	<u>35,442</u>	<u>13,941</u>	<u>25,842</u>

## Golf Operations P&L

### Revenues

03-5010 · Membership Dues	12,467	22,314	123,811	135,759	25,756	151,257
<b>Total 03-5023 · Golf Shop Revenues</b>	<u>39,955</u>	<u>43,742</u>	<u>156,345</u>	<u>186,207</u>	<u>40,600</u>	<u>169,691</u>
<b>Total Revenues</b>	<u>52,422</u>	<u>66,056</u>	<u>280,156</u>	<u>321,966</u>	<u>66,356</u>	<u>320,948</u>

### Expenses

<b>03-6100 · Pro Shop Expenditures</b>						
Total 03-6110 · Payroll	12,501	11,418	65,117	70,445	10,525	72,145
Total 03-6121 · Other Pro-Shop Expenses	50	3,776	3,863	6,994	3,291	9,087
03-6160 · Inventory Purchased	4,827	2,500	20,232	15,500	1,758	11,189
03-6163 · Inventory/Cash Shortages	100	100	0	100	383	383
<b>Total 03-6100 · Pro Shop Expenditures</b>	<u>17,478</u>	<u>17,794</u>	<u>89,212</u>	<u>93,039</u>	<u>15,957</u>	<u>92,804</u>
<b>Total 03-6200 · Golf Carts Expenditures</b>	<u>118</u>	<u>650</u>	<u>28,495</u>	<u>28,302</u>	<u>40</u>	<u>15,612</u>
<b>Total Pro Shop Expenses</b>	<u>17,596</u>	<u>18,444</u>	<u>117,707</u>	<u>121,341</u>	<u>15,997</u>	<u>108,416</u>
<b>03-6300 · Grounds Maintenance Expenditure</b>						
Total 03-6310 · Payroll	13,849	18,012	91,242	98,835	14,177	84,944
Total 03-6321 · Other Golf Course Maint. Exp.	3,661	4,625	25,392	33,246	5,701	32,633
Total 03-6360 · Equipment Lease/Purchase	880	881	28,944	28,127	11,827	39,888
<b>Total Grounds Maintenance</b>	<u>18,390</u>	<u>23,518</u>	<u>145,578</u>	<u>160,208</u>	<u>31,705</u>	<u>157,465</u>
<b>Total Golf Operations Expenses</b>	<u>35,986</u>	<u>41,962</u>	<u>263,285</u>	<u>281,549</u>	<u>47,702</u>	<u>265,881</u>

# Recreation Fund

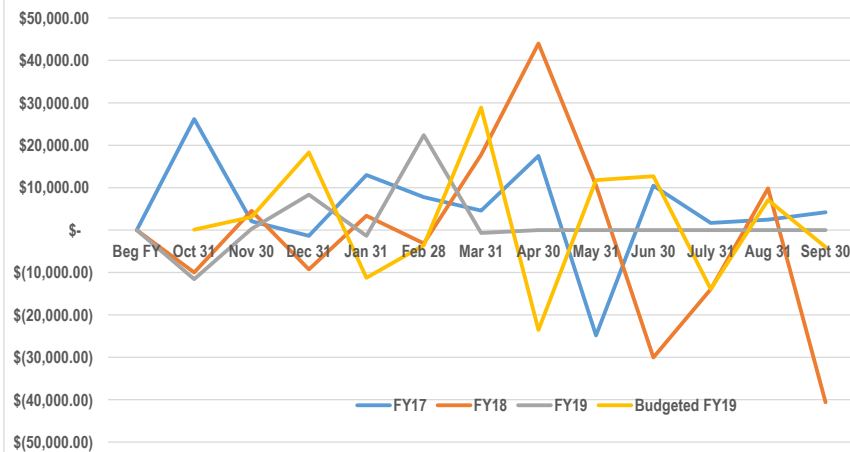
## Profit & Loss Budget vs. Actual

	Mar19	Budget Mar 19	Year to Date	Budget Y-T-D FY19	Mar 19	Y-T-D FY18
Golf Operation Net Gain/Loss	16,436	24,094	16,871	40,417	18,654	55,067
<b>Food &amp; Beverage Operations</b>						
<u>Revenues</u>						
Total 03-5070 · Restaurant/Bar Sales	26,143	27,242	151,208	158,230	20,640	134,607
<u>Expenses</u>						
Total 03-6510 · Payroll & Payroll Expense	13,789	16,077	90,256	98,528	12,245	88,301
Total 03-6521 · Other Food & Beverage Expenses	8,207	12,225	64,535	67,425	11,117	72,160
Total F&B Operations Expenses	21,996	28,302	154,791	165,953	23,362	160,461
F&B Operations Net Gain/Loss	4,147	-1,060	-3,583	-7,723	-2,722	-25,854

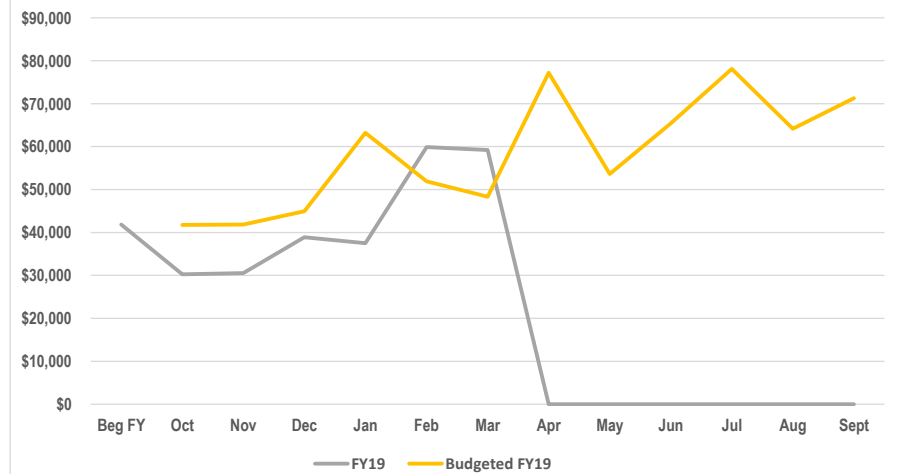
# City of Meadowlakes-Recreation Fund FY 19 Cash Flow

	Beginning FY	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Total
Cash on hand (beginning of month)	\$41,856	\$41,856	\$30,271	\$30,550	\$38,912	\$37,524	\$59,892	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	
Cash on hand (end of month)	\$41,856	\$30,271	\$30,550	\$38,912	\$37,524	\$59,892	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	\$0
<b>CASH RECEIPTS</b>														
Prepaid Golf		\$38,587	\$19,403	\$12,695	\$13,838	\$17,525	\$12,161							\$114,209
Pro Shop Income		\$22,688	\$24,343	\$18,300	\$23,130	\$25,815	\$39,954							\$154,230
Food & Beverage Income		\$20,834	\$26,071	\$26,675	\$20,488	\$20,630	\$26,142							\$140,840
Miscellaneous/Sale Tax Payable		\$1,952	\$2,755	\$6,319	\$2,156	\$48	\$3,112							\$16,342
Lease/Purchase Funding Proceeds		\$0	\$0	\$0	\$0	\$0	\$0							\$0
Transfer in from Other Funds		\$7,708	\$7,708	\$7,708	\$14,708	\$52,708	\$7,708							\$98,248
<b>TOTAL CASH RECEIPTS</b>		<b>\$91,769</b>	<b>\$80,280</b>	<b>\$71,697</b>	<b>\$74,320</b>	<b>\$116,726</b>	<b>\$89,077</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$523,869</b>
Total cash available	\$41,856	\$133,625	\$110,551	\$102,247	\$113,232	\$154,250	\$148,969	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	
<b>CASH PAID OUT- OPERATIONAL</b>														
Prior Months Payables/Miscellaneous/Prepaid		\$7,006	\$2,111	\$144	-\$9,050	\$555	\$20,246							\$21,012
Administrative Expenses		\$10,141	\$3,296	\$4,096	\$3,974	\$4,260	\$3,039							\$28,806
Pro Shop Expense		\$11,816	\$18,351	\$11,194	\$13,443	\$16,874	\$17,387							\$89,065
Grounds Maintenance Expense		\$28,528	\$22,765	\$18,800	\$17,286	\$18,303	\$22,978							\$128,660
Food & Beverage Expenses		\$22,121	\$31,653	\$28,191	\$24,701	\$24,447	\$25,086							\$156,199
Tennis/Swim/Miscellaneous		\$41	\$958	\$41	\$43	\$0	\$136							\$1,219
<b>Total Cash Paid Out-Operational</b>		<b>\$79,653</b>	<b>\$79,134</b>	<b>\$62,466</b>	<b>\$50,397</b>	<b>\$64,439</b>	<b>\$88,872</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>				<b>\$424,961</b>
<b>CASH PAID OUT- NON- OPERATIONAL</b>														
Debt Service-POA		\$12,109	\$867	\$869	\$12,708	\$872	\$874							\$28,299
Debt Service-Golf Carts		\$11,592	\$0	\$0	\$12,603	\$0	\$0							\$24,195
Capital Purchases/Improvements		\$0	\$0	\$0	\$0	\$29,047	\$0							\$29,047
<b>Total Cash Paid Out-Non-Operational</b>		<b>\$23,701</b>	<b>\$867</b>	<b>\$869</b>	<b>\$25,311</b>	<b>\$29,919</b>	<b>\$874</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$81,541</b>
<b>TOTAL CASH PAID OUT</b>		<b>\$103,354</b>	<b>\$80,001</b>	<b>\$63,335</b>	<b>\$75,708</b>	<b>\$94,358</b>	<b>\$89,746</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$506,502</b>
Cash on hand (end of month)	\$41,856	\$30,271	\$30,550	\$38,912	\$37,524	\$59,892	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	\$59,223	
<b>Change in Cash</b>														
Difference Beginning to End of Month		(\$11,585)	\$279	\$8,362	(\$1,388)	\$22,368	(\$669)	\$0	\$0	\$0	\$0	\$0	\$0	\$17,367
Increase/(Decrease) In Cash Since Beginning of Fiscal Year		(\$11,585)	(\$11,306)	(\$2,944)	(\$4,332)	\$18,036	\$17,367	\$17,367	\$17,367	\$17,367	\$17,367	\$17,367	\$17,367	

## Cash Flow by Month



## Cash On Hand Comparison





**Recreation Fund**  
**Check Detail**  
February 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	02/14/2019	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-1,402.51
				03-2026 · Sales Tax Payable	-1,402.51	1,402.51
TOTAL					-1,402.51	1,402.51
Check	EFT	02/14/2019	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-581.63
				03-6525 · Alcohol Tax	-581.63	581.63
TOTAL					-581.63	581.63
Check	EFT	02/14/2019	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-472.35
				03-2029 · Alcohol Tax Payable	-472.35	472.35
TOTAL					-472.35	472.35
Check	1338	02/15/2019	Hill Country Health Store	03-1010 · BancorpSouth - Petty Cash #3232		-49.32
				03-6160 · Inventory Purchased	-49.32	49.32
TOTAL					-49.32	49.32
Bill Pmt -12793		02/04/2019	Card Service Center	03-1012 · Bancorp South Cking Acct #1910		-3,091.09
Bill	1/29/19 Stmt -	01/29/2019		03-6549 · Food Exp	-1,680.21	1,680.21
				03-6552 · Other Food & Beverage Supplies	-180.03	180.03
				03-6540 · Supplies	-145.50	145.50
Bill	1/29/19 Stmt -	01/29/2019		03-6215 · Supplies/Fuel	-27.06	27.06
				03-6045 · Advertising	-12.23	12.23
				03-6160 · Inventory Purchased	-1,046.06	1,046.06
TOTAL					-3,091.09	3,091.09
Bill Pmt -12794		02/07/2019	AlSCO, Inc.	03-1012 · Bancorp South Cking Acct #1910		-105.28
Bill	1/31/19 Stmt	01/31/2019		03-6573 · Linen	-105.28	105.28
TOTAL					-105.28	105.28
Bill Pmt -12795		02/07/2019	Ben E. Keith	03-1012 · Bancorp South Cking Acct #1910		-2,116.11
Bill	74962590	01/29/2019		03-6549 · Food Exp	-1,406.18	1,406.18
				03-6552 · Other Food & Beverage Supplies	-152.71	152.71
				03-6540 · Supplies	-48.79	48.79
Bill	74970241	02/05/2019		03-6549 · Food Exp	-451.50	451.50
				03-6552 · Other Food & Beverage Supplies	-39.94	39.94
				03-6540 · Supplies	-16.99	16.99
TOTAL					-2,116.11	2,116.11
Bill Pmt -12796		02/07/2019	City of Meadowlakes - PWD	03-1012 · Bancorp South Cking Acct #1910		-585.42
Bill	19-0131-01	01/31/2019		03-6329 · Equipment Maint & Repair	-33.98	33.98
				03-6102 · Building Repair & Maintenance	-551.44	551.44
TOTAL					-585.42	585.42

**Recreation Fund**  
**Check Detail**  
February 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -	2797	02/07/2019	Cleveland Golf/SRIXON	03-1012 · Bancorp South Cking Acct #1910		-500.40
Bill	5513213SO	10/23/2018		03-6160 · Inventory Purchased	-500.40	500.40
TOTAL					-500.40	500.40
Bill Pmt -	2798	02/07/2019	Debra Ingalsbe	03-1012 · Bancorp South Cking Acct #1910		-38.77
Bill	REIMBURSEM	02/06/2019		03-6549 · Food Exp	-38.77	38.77
TOTAL					-38.77	38.77
Bill Pmt -	2799	02/07/2019	Interstate Battery	03-1012 · Bancorp South Cking Acct #1910		-219.36
Bill	220034714	02/01/2019		03-6329 · Equipment Maint & Repair	-219.36	219.36
TOTAL					-219.36	219.36
Bill Pmt -	2800	02/14/2019	Austin Turf & Tractor	03-1012 · Bancorp South Cking Acct #1910		-37.38
Bill	943011	01/28/2019		03-6329 · Equipment Maint & Repair	-37.38	37.38
TOTAL					-37.38	37.38
Bill Pmt -	2801	02/14/2019	Ben E. Keith	03-1012 · Bancorp South Cking Acct #1910		-673.84
Bill	98725308	02/07/2019		03-6560 · Equipment Rental	-70.00	70.00
Bill	74978333	02/12/2019		03-6549 · Food Exp	-547.86	547.86
				03-6552 · Other Food & Beverage Supplies	-55.98	55.98
TOTAL					-673.84	673.84
Bill Pmt -	2802	02/14/2019	City of Marble Falls	03-1012 · Bancorp South Cking Acct #1910		-97.02
Bill	12/16-1/16/16	01/16/2019		03-6346 · Sewer & Water	-97.02	97.02
TOTAL					-97.02	97.02
Bill Pmt -	2803	02/14/2019	City of Meadowlakes - PWD	03-1012 · Bancorp South Cking Acct #1910		-646.95
Bill	12/13-1/21/19	01/23/2019		03-6055 · Utilities-Water & Sewer	-144.27	144.27
				03-6055 · Utilities-Water & Sewer	-96.18	96.18
				03-6346 · Sewer & Water	-68.65	68.65
				03-6346 · Sewer & Water	-337.85	337.85
TOTAL					-646.95	646.95
Bill Pmt -	2804	02/14/2019	Cleveland Golf/SRIXON	03-1012 · Bancorp South Cking Acct #1910		-699.50
Bill	5518986-SO	10/30/2018		03-6160 · Inventory Purchased	-699.50	699.50
TOTAL					-699.50	699.50
Bill Pmt -	2805	02/14/2019	Mid-Tex Turf Supply	03-1012 · Bancorp South Cking Acct #1910		-159.11
Bill	8282	01/22/2019		03-6354 · Small Tools	-159.11	159.11
TOTAL					-159.11	159.11

**Recreation Fund**  
**Check Detail**  
**February 2019**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -</b>	<b>2806</b>	<b>02/14/2019</b>	<b>P &amp; W Golf Supply, LLC</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-199.98</b>
Bill	INV41227	01/18/2019		03-6160 · Inventory Purchased	-199.98	199.98
<b>TOTAL</b>					<b>-199.98</b>	<b>199.98</b>
<b>Bill Pmt -</b>	<b>2807</b>	<b>02/14/2019</b>	<b>PEC</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-2,367.58</b>
Bill	2/8/19 Stmt	02/08/2019		03-6420 · Electric	-40.61	40.61
				03-6052 · Electric	-765.83	765.83
				03-6052 · Electric	-560.00	560.00
				03-6342 · Electric - Maintenance Building	-252.35	252.35
				03-6344 · Electric - Irrigation	-748.79	748.79
<b>TOTAL</b>					<b>-2,367.58</b>	<b>2,367.58</b>
<b>Bill Pmt -</b>	<b>2808</b>	<b>02/14/2019</b>	<b>Pinnacle Propane, LLC</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-1,119.34</b>
Bill	1/31/19 Stmt	01/31/2019		03-6320 · Fuel & Lubricants	-1,119.34	1,119.34
<b>TOTAL</b>					<b>-1,119.34</b>	<b>1,119.34</b>
<b>Bill Pmt -</b>	<b>2809</b>	<b>02/14/2019</b>	<b>Site One Landscape Supply, LL</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-535.48</b>
Bill	88598928-001	01/10/2019		03-6324 · Chemicals	-309.34	309.34
Bill	88911629-001	01/31/2019		03-6324 · Chemicals	-226.14	226.14
<b>TOTAL</b>					<b>-535.48</b>	<b>535.48</b>
<b>Bill Pmt -</b>	<b>2810</b>	<b>02/14/2019</b>	<b>Wilson Sporting Goods</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-790.61</b>
Bill	4526861307	12/21/2018		03-6160 · Inventory Purchased	-497.95	497.95
Bill	4526861308	12/21/2018		03-6160 · Inventory Purchased	-183.46	183.46
Bill	4526870858	12/24/2018		03-6160 · Inventory Purchased	-109.20	109.20
<b>TOTAL</b>					<b>-790.61</b>	<b>790.61</b>
<b>Bill Pmt -</b>	<b>2811</b>	<b>02/22/2019</b>	<b>Ben E. Keith</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-1,230.82</b>
Bill	74985771	02/19/2019		03-6552 · Other Food & Beverage Supplies	-109.70	109.70
Bill	74985774	02/19/2019		03-6549 · Food Exp	-871.76	871.76
				03-6552 · Other Food & Beverage Supplies	-249.36	249.36
<b>TOTAL</b>					<b>-1,230.82</b>	<b>1,230.82</b>
<b>Bill Pmt -</b>	<b>2812</b>	<b>02/22/2019</b>	<b>Fox Mail</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-199.00</b>
Bill	11292	02/15/2019		03-6045 · Advertising	-199.00	199.00
<b>TOTAL</b>					<b>-199.00</b>	<b>199.00</b>
<b>Bill Pmt -</b>	<b>2813</b>	<b>02/22/2019</b>	<b>Meadowlakes POA</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-881.87</b>
Bill	155	02/28/2019		03-6362 · Machinery Lease	-872.01	872.01
				03-6363 · Machinery Interest	-9.86	9.86
<b>TOTAL</b>					<b>-881.87</b>	<b>881.87</b>
<b>Bill Pmt -</b>	<b>2814</b>	<b>02/22/2019</b>	<b>Wilson Sporting Goods</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-256.52</b>

**Recreation Fund**  
**Check Detail**  
**February 2019**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	4526906976	12/31/2018		03-6160 · Inventory Purchased	-256.52	256.52
TOTAL					-256.52	256.52
<b>Bill Pmt -12815</b>		<b>02/22/2019</b>	<b>Hinds Paving</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-27,770.55</b>
Bill	15346	02/19/2019		03-6866 · Parking Lot Improvements	-27,770.55	27,770.55
TOTAL					-27,770.55	27,770.55
<b>Bill Pmt -12816</b>		<b>02/28/2019</b>	<b>Card Service Center</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-604.72</b>
Bill	2/23/19 Stmt -	02/23/2019		03-6160 · Inventory Purchased	-572.61	572.61
				03-6549 · Food Exp	-22.11	22.11
Bill	2/26/19 Stmt -	02/26/2019		03-6049 · Miscellaneous Expenses	-10.00	10.00
TOTAL					-604.72	604.72
<b>Bill Pmt -12817</b>		<b>02/28/2019</b>	<b>Ford &amp; Crew Home &amp; Hardware</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-146.90</b>
Bill	2/25/19 Stmt	02/25/2019		03-6332 · Irrigation Repair & Maint.	-124.68	124.68
				03-6354 · Small Tools	-22.22	22.22
TOTAL					-146.90	146.90
<b>Bill Pmt -12818</b>		<b>02/28/2019</b>	<b>Northland Communications</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-179.59</b>
Bill	2/19/19 Stmt	02/19/2019		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
<b>Bill Pmt -12819</b>		<b>02/28/2019</b>	<b>Texas Workforce Commission</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-989.99</b>
Bill	2018 4th Qtr.	01/11/2019		03-6016 · Unemployment Cost	-989.99	989.99
TOTAL					-989.99	989.99
<b>Bill Pmt -12820</b>		<b>02/28/2019</b>	<b>4-T Propane, LLC</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-950.00</b>
Bill	34440	01/04/2019		03-6053 · Propane	-570.00	570.00
Bill	35110	01/17/2019		03-6053 · Propane	-380.00	380.00
TOTAL					-950.00	950.00
<b>Bill Pmt -12821</b>		<b>02/28/2019</b>	<b>Bill Hinds Asphalt Construction</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-722.50</b>
Bill	2100	02/25/2019		03-6867 · Course Improvements-Cart Paths	-722.50	722.50
TOTAL					-722.50	722.50
<b>Bill Pmt -12822</b>		<b>02/28/2019</b>	<b>Hinds Paving</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-553.74</b>
Bill	REIMBURSEM	02/23/2019		03-6867 · Course Improvements-Cart Paths	-553.74	553.74
TOTAL					-553.74	553.74
<b>Bill Pmt -12823</b>		<b>02/28/2019</b>	<b>City of Meadowlakes-General F</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-455.00</b>

**Recreation Fund**  
**Check Detail**  
February 2019

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	11	02/28/2019		03-6370 · Raw Water Purchase	-455.00	455.00
TOTAL					-455.00	455.00
Check	5223	02/01/2019	Keg 1	03-1010 · BancorpSouth - Petty Cash #3232		-273.60
				03-6547 · Beer/Wine	-273.60	273.60
TOTAL					-273.60	273.60
Check	5224	02/01/2019	Ben E Keith	03-1010 · BancorpSouth - Petty Cash #3232		-140.10
				03-6547 · Beer/Wine	-140.10	140.10
TOTAL					-140.10	140.10
Check	5225	02/02/2019	Twin Liquors	03-1010 · BancorpSouth - Petty Cash #3232		-284.94
				03-6548 · Liquor Expense	-91.98	91.98
				03-6547 · Beer/Wine	-192.96	192.96
TOTAL					-284.94	284.94
Check	5226	02/08/2019	Keg 1	03-1010 · BancorpSouth - Petty Cash #3232		-527.05
				03-6547 · Beer/Wine	-527.05	527.05
TOTAL					-527.05	527.05
Check	5227	02/08/2019	Twin Liquors	03-1010 · BancorpSouth - Petty Cash #3232		-236.39
				03-6548 · Liquor Expense	-236.39	236.39
TOTAL					-236.39	236.39
Check	5230	02/19/2019	Twin Liquors	03-1010 · BancorpSouth - Petty Cash #3232		-499.77
				03-6547 · Beer/Wine	-287.55	287.55
				03-6550 · Beverage Expense	-20.40	20.40
				03-6548 · Liquor Expense	-191.82	191.82
TOTAL					-499.77	499.77
Check	5232	02/22/2019	Ben E Keith	03-1010 · BancorpSouth - Petty Cash #3232		-247.35
				03-6547 · Beer/Wine	-247.35	247.35
TOTAL					-247.35	247.35
Total February 2019 Recreation Fund Disbursements						53,639.43

# Payroll All Funds for the Month of March 2019

Pay period: 2/15 to 3/1/19  
 Pay Date: March 4, 2019

Fund:	<u>Utility</u>	
Payroll	\$	10,496.30
FICA	\$	802.97
TMRS	\$	266.44
Total Payroll	\$	<u>11,565.71</u>

Fund:	<u>General</u>	
	\$	11,674.86
	\$	893.13
	\$	259.01
Total Payroll	\$	<u>12,827.00</u>

Fund:	<u>Recreation</u>	
	\$	15,469.47
	\$	1,183.41
	\$	337.55
Total Payroll	\$	<u>16,990.43</u>

TOTAL THIS PAY PERIOD: \$41,383.14

Pay period: 3/2 to 3/15/19  
 Pay Date: March 18, 2019

Fund:	<u>Utility</u>	
Payroll	\$	11,204.13
FICA	\$	857.12
TMRS	\$	292.43
Total Payroll	\$	<u>12,353.68</u>

Fund:	<u>General</u>	
Payroll	\$	11,714.29
FICA	\$	896.14
TMRS	\$	259.12
Total Payroll	\$	<u>12,869.55</u>

Fund:	<u>Recreation</u>	
Payroll	\$	14,274.75
FICA	\$	1,092.02
TMRS	\$	322.55
Total Payroll	\$	<u>15,689.32</u>

TOTAL THIS PAY PERIOD: \$40,912.55

Pay period:  
 Pay Date:

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

Fund:	<u>General</u>	
Total Payroll	\$	<u>-</u>

Fund:	<u>Recreation</u>	
Total Payroll	\$	<u>-</u>

TOTAL THIS PAY PERIOD: \$ -

Total Payroll \$ 82,295.69

## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item # -A
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**DATE:** April 12, 2019

**REFERENCE:** Contracting with YMCA for the operation of the City's swimming pool

**Council Meeting Date:** April 16, 2019

**AGENDA ITEM:** Agenda Item # -A – Contracting with YMCA for the operation of the municipal pool

**FROM:** Johnnie Thompson, City Manager

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**BACKGROUND:** The City owns and operates a single pool located on the golf course adjacent to the restaurant and pro shop. During the budgeting process for fiscal year 2019, it was determined that the pool would be staffed by certified lifeguards. The adopted budget reflected an appropriation of \$18,000 in payroll related expenses for these services.

The State of Texas has rules that govern the operation of public or municipal pools such as ours and it appears that ours falls into the category as Class "B" which requires the pool to have certified lifeguards on duty during all operating hours.

**REVIEW:** Last year we utilized the YMCA ("Y") of the Highland Lakes located in Burnet for providing the required life guards. Overall, this operation went smoothly last year even though we did receive complaints on the additional safety rules instituted by the "Y" especially with the requirement of a swim test prior to be released to swim in the deeper sections of the pool. It appears that this is a standard requirement in most municipal pools.

Last year, the pool was open six days a week, Tuesday through Sunday and closed on Mondays, except holiday weekends. The hours of operation were from 1pm to 7pm. Some discussion was held last year about extending the hours of operation especially on Friday, Saturday, and Sunday.

Currently, we are awaiting a formal bid and the draft contract. I will forward both to you as soon as they become available.

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**RECOMMENDATION:**

I would recommend that we enter into a contract with the “Y” for staffing and management of our pool. It would transfer the responsibility of staffing and managing the pool to the hands of an organization that has extensive experience in the operation of public pools and the accessibility to a large labor pool for staffing.

I would like to be given the authority to execute, on behalf of the City, a contract with the YMCA for the operation and staffing of the pool subject to legal counsel review and approval.

**EFFECT ON BUDGET:**

The adopted fiscal year 2019 budget reflects appropriations in the amount of \$18,000 for life guard services. Last year, approximately \$15,000 was paid to the “Y” for supplies for the life guards. Depending on the hours of operation, we should have adequate funding within the existing budget.



## City of Meadowlakes

# Mayor and Council Communication

<b>COUNCIL ACTION:</b> Agenda Item # -B
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**DATE:** April 12, 2019

**REFERENCE:** Ordinance 2019-01-Amending  
Chapter 1 of the 2015 International  
Residential Code

**Council Meeting Date:** April 16, 2019

**AGENDA ITEM:** Agenda Item # -B – Ordinance 2019-01-Amending Chapter 1 of the 2015  
International Residential Code

**FROM:** Johnnie Thompson, City Manager

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**BACKGROUND:**

Last year, Mayor Raesener appointed a committee to review the existing building codes to make suggestions, additions, and changes to the Council for possible approval. The goal of the Committee was to provide one place to go for most of the building restriction specific to our City. Currently, they are scattered among various Ordinance and policies, and it was difficult at times to locate the needed information. One other desire was to get our building specific regulations incorporated in a manner that our contract inspection firm could enforce. They only enforce building restrictions within one of the established building codes.

The Committee was made up of Councilmember Barry (Chair), Councilmember Woods, Building Chair Steve Nash, POA President, and Building Co-Chair Joe Summers, and myself. We met on numerous occasions late last year and reviewed the many ordinances and codes to suggest the amendments that you will find in the accompanying attachment to Ordinance 2019-01.

**REVIEW:**

The suggested changes reflected in Chapter 1 “Scope and Administration” of the 2015 International Residential Code attached will be shown in bold and underlined those items to be deleted will have a single strikethrough. Most of the additions can be found in existing ordinance and adopted policies.

I will briefly review the significant changes to the Code for you below:

***R101.2 Scope.***

1. Added the minimum building square footage for the various lots as provided by our existing ordinances

2. Clarified that any out building or structures must be connected to the main structure with a continuous roof line and must be of necessary materials as the main structure. Also clarified that the garage must be finished out to conceal framing and insulation.

#### ***R102.4 Referenced codes and standards.***

Updated all the existing building codes to newer versions as recommended by our contract inspector.

#### ***R103.2 Appointment.***

It is not evident within the current Ordinances whom the *building official* is. The language added appoints the City Manager as the building official.

#### ***R103.3 Deputies.***

The language added provides for the City Manager to appoint, subject to Council approval a deputy building official whom shall serve as the Building Committee Chair it also establishes the building committee. The deputy building official will appoint the Building Committee, subject to Council approval. The procedure for consideration for appointment to the Committee is addressed in the City's existing "Policy on Appointments."

#### ***R104.10 Modifications.***

The language was added regarding modifications or variances and established the methods for the request such. It allows the Building Committee to make variances to the setbacks under 6 inches with any setback request over 6" having to go to the Council for approval. It also establishes a requirement the setback variance must be recorded. Currently, the Building Committee has the authority to approve all variances.

#### ***R105.1 Required***

The requirement that all plumbing, electrical and mechanical work is to be performed under the direct supervision or by a licensed individual. It also establishes that the subterranean termite controls be utilized before pouring of concrete.

#### ***R105.3 Application for permit.***

Adds a minimum line of sight requirements and the requirement of a permit before the erection of a fence, wall, hedge, etc.

#### ***R105.3.1 Action on application.***

Provides additional language regarding the authority of the Committee to negotiate with an applicant if required and the requirement that no construction should commence without permit.

#### ***R105.3.1.2 Fence, Wall, Lattice, Deck or Landscaping***

Provides for permitting of fences, wall, lattice, deck and certain types of landscaping. This wording is almost a mirror of our existing requirement. It does clarify the definition of a fence and regardless of the material the requirement of a permit and approval by the Committee.

#### ***R105.4 Validity of permit.***

Add the right to appeal the actions of the Committee to the City Council.

#### ***R105.5 Expiration.***

New language provides for the procedure and costs associated with the extension of an issued building permit. We did not have a clearly defined method of extending an issued permit.

#### ***R105.7 Placement of permit.***

Adds the requirement that the builder to erect a sign as per existing requirements.

#### ***R106.1.5 Minimum Masonry Requirements***

Inserts the City's existing minimum masonry requirements into the Code.

#### ***R106.2 Site plan or plot plan.***

Establishes as per existing requirement that the setback is measured from the dripline of the roof also provides that drainage plan shall be provided indicating how the applicant expects to drain stormwater from the property. Both items are in existing Ordinances or policies.

# City of Meadowlakes

## ORDINANCE 2019-01

April 16, 2019

**AN ORDINANCE OF THE CITY OF MEADOWLAKES, TEXAS, AMENDING ARTICLE 1, SECTION 6.4-CODES ADOPTED BY REFERENCE; AMENDING CHAPTER 1 “SCOPE AND ADMINISTRATION” OF THE 2015 INTERNATIONAL RESIDENTIAL CODE; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATE OF ALL ORDINANCES; PROVIDING A SAVING CLAUSE; PROVIDING A SEVERABILITY; CLAUSE; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.**

**WHEREAS**, the City Council of the City of Meadowlakes, Texas adopted the Code of Ordinance 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 Council has the general power to adopt and publish ordinances or police regulations that is for the good of its citizens; and

**WHEREAS**, the City Council of the City of Meadowlakes, Texas finds this Ordinance to be reasonable and necessary.

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

**SECTION I.** The preceding recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof as findings of fact.

**SECTION II.** Article 1, Section 6.4-“Code Adopted by Reference” be amended by deleting the words and numerals as reflected by striking in the following references and replacing said words and numerals shown in bold underline:

- a) The following codes are hereby adopted by reference as though they were copied herein fully:

(1) International Codes.

a. International Building Code, ~~2009~~ **2015** edition.

b. International Residential Code for One- and Two-Family Dwellings, ~~2009~~ **2015** edition.

c. International Mechanical Code, ~~2009~~ **2015** edition.

d. International Plumbing Code, ~~2009~~– **2015** edition.

e. International Fire Code, ~~2009~~ **2015** edition.

f. ICC Electrical Code, Administrative Provisions, ~~2009~~ **2015** edition.

- g. International Energy Conservation Code, ~~2009~~ 2015 edition.
- h. International Fuel Gas Code, ~~2009~~ 2015 edition.
- i. International Property Maintenance Code, 2012 edition.
- j. International Existing Building Code, ~~2009~~ 2015 edition.

(2) National Electrical Code, ~~2008~~ 2014 edition.

(3) **State Code, Texas Administrative Code, Title, 30, Part 1, Chapter 344. Landscape Irrigation.**

- b) Chapter 1 Scope and Administration of the 2015 International Residential Code is hereby amended by deleting striking words and the addition of the words shown in bold and underline as shown in the attached appendix "A" hereby attached and made a part of this Ordinance.

**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, penalty clause, 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.** The city secretary of the City of Meadowlakes is hereby directed to publish the caption, penalty clause, publication clause and the effective date clause of this ordinance for two (2) days in the official newspaper of the City of Meadowlakes, as authorized by Section 52.013 of the Texas Local Government Code.

**Section VI.** This ordinance shall take effect immediately from and after its passage and publication in accordance with the publication provisions as so stated in Section 5 of this ordinance.

**Section VII.** 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 Adopted by the City Council of the City of Meadowlakes on this 16<sup>th</sup> day of April 2019.**

Attested:

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Mary Ann Raesener, Mayor

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Evan Bauer, City Secretary

## ATTACHMENT "A"

### CHAPTER 1 SCOPE AND ADMINISTRATION

#### PART 1—SCOPE AND APPLICATION

#### SECTION R101 GENERAL

##### R101.1 Title.

These provisions shall be known as the *Residential Code for One- and Two-family Dwellings* of the City of Meadowlakes, Texas, and shall be cited as such and will be referred to herein as "this code."

##### R101.2 Scope.

The provisions of the *International Residential Code for One- and Two-family Dwellings* shall apply to the construction, *alteration*, movement, enlargement, replacement, repair, *equipment*, use and occupancy, location, removal and demolition of detached one- and two-family dwellings and *townhouses* not more than two stories above *grade plane* in height with a separate means of egress and their *accessory structures* not more than two stories above *grade plane* in height.

Residential and Office structures within the City of Meadowlakes shall have the following minimum square footages requirements:

- A. Residential. Only one structure may be built on any lot or replatted lot. Each dwelling unit shall contain a minimum floor area of heated and air-conditioned space as follows:

<u>Lots 1 through 9</u>	<u>Minimum 1,850 square feet</u>
<u>All other single-family residential units</u>	<u>Minimum 1,600 square feet</u>
<u>Multifamily residential units</u>	<u>Minimum 1,400 square feet</u>

- B. Commercial/NO, Neighborhood Office District. Only one structure may be built on any lot or replatted lot. Each unit shall contain a minimum floor area of heated and air-conditioned space as follows:

<u>Lots 1231, 1232 and 1233</u>	<u>Minimum 2,500 square feet</u>
<u>Commercial purposes</u>	<u>Minimum 2,500 square feet</u>
<u>Residential</u>	<u>Minimum 1,000 square feet (unit must have enclosed garage)</u>

All outbuildings and/or structures (except fences, RCPs, uncovered decks, mailboxes, or landscaping accessories) situated on any lot shall be connected to the main structure by continuity of roof components, and shall be of the same basic materials as the main structure. Except as specifically allowed in this chapter, no other types of freestanding structures are allowed. The interiors of all garages shall be finished in such a way as to conceal framing insulation material or unfinished masonry.

##### Exceptions:

1. Live/work units located in *townhouses* and complying with the requirements of Section 419 of the *International Building Code* shall be permitted to be constructed in accordance with the *International Residential Code for One- and Two-Family Dwellings*. Fire suppression required by Section 419.5 of the *International Building Code* where constructed under the *International Residential Code for One- and Two-family Dwellings* shall conform to Section P2904.
2. ~~Owner-occupied lodging houses with five or fewer guestrooms shall be permitted to be constructed in accordance with the *International Residential Code for One- and Two-family Dwellings* where equipped with a fire sprinkler system in accordance with Section P2904.~~

##### R101.3 Intent.

The purpose of this code is to establish minimum requirements to safeguard the public safety, health and general welfare through affordability, structural strength, means of egress facilities, stability, sanitation, light and ventilation, energy conservation and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to fire fighters and emergency responders during emergency operations.

**ATTACHMENT "A"****SECTION R102  
APPLICABILITY****R102.1 General.**

Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable. Where, in any specific case, different sections of this code specify different materials, methods of construction or other requirements, the most restrictive shall govern.

**R102.2 Other laws.**

The provisions of this code shall not be deemed to nullify any provisions of local, state or federal law.

**R102.3 Application of references.**

References to chapter or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such chapter, section or provision of this code.

**R102.4 Referenced codes and standards.**

The codes and standards referenced in this code shall be considered part of the requirements of this code to the prescribed extent of each such reference and as further regulated in Sections R102.4.1 and R102.4.2.

**The following codes are hereby adopted by reference as though they were copied herein fully:**

**1. International Codes.**

- a. International Building Code, ~~2009~~ 2015\*\* edition.**
- b. International Residential Code for One- and Two-Family Dwellings, ~~2009~~ 2015\*\* edition.**
- c. International Mechanical Code, ~~2009~~ 2015\*\* edition.**
- d. International Plumbing Code, ~~2009~~– 2015\*\* edition.**
- e. International Fire Code, ~~2009~~ 2015\*\* edition.**
- f. ICC Electrical Code, Administrative Provisions, ~~2009~~ 2015\*\* edition.**
- g. International Energy Conservation Code, ~~2009~~ 2015\*\* edition.**
- h. International Fuel Gas Code, ~~2009~~ 2015\*\* edition.**
- i. International Property Maintenance Code, 2012 edition.**
- j. International Existing Building Code, ~~2009~~ 2015\*\* edition.**

**2. National Electrical Code, ~~2008~~ 2014\*\* edition.****3. State Code, Texas Administrative Code, Title, 30, Part 1, Chapter 344. Landscape Irrigation.**

**Exception:** Where enforcement of a code provision would violate the conditions of the *listing* of the *equipment* or *appliance*, the conditions of the *listing* and manufacturer's instructions shall apply.

**R102.4.1 Conflicts.**

Where conflicts occur between provisions of this code and referenced codes and standards, the provisions of this code shall apply.

**R102.4.2 Provisions in referenced codes and standards.**

Where the extent of the reference to a referenced code or standard includes subject matter that is within the scope of this code, the provisions of this code, as applicable, shall take precedence over the provisions in the referenced code or standard.

**R102.5 Appendices.**

Provisions in the appendices shall not apply unless specifically referenced in the adopting ordinance.

**R102.6 Partial invalidity.**



**ATTACHMENT "A"**

In the event any part or provision of this code is held to be illegal or void, this shall not have the effect of making void or illegal any of the other parts or provisions.

**R102.7 Existing structures.**

The legal occupancy of any structure existing on the date of adoption of this code shall be permitted to continue without change, except as is specifically covered in this code, the *International Property Maintenance Code* or the *International Fire Code*, or as is deemed necessary by the *building official* for the general safety and welfare of the occupants and the public.

**R102.7.1 Additions, alterations or repairs.**

*Additions, alterations* or repairs to any structure shall conform to the requirements for a new structure without requiring the existing structure to comply with the requirements of this code, unless otherwise stated. *Additions, alterations*, repairs and relocations shall not cause an existing structure to become unsafe or adversely affect the performance of the building.

**PART 2—ADMINISTRATION AND ENFORCEMENT****SECTION R103 DEPARTMENT OF  
BUILDING SAFETY****R103.1 Creation of enforcement agency.**

The department of building safety is hereby created and the official in charge thereof shall be known as the *building official*.

**R103.2 Appointment.**

The *building official* shall be appointed by the *City Council, City of Meadowlakes*. **The building official shall be the City Manager, City of Meadowlakes or his designee**

**R103.3 Deputies.**

In accordance with the prescribed procedures of the City of Meadowlakes and with the concurrence of the appointing authority, the *building official* shall have the authority to appoint a deputy *building official*, **subject to Council's approval** the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the *building official*. **The Deputy Building Official shall serve as the Chairman of the Meadowlakes Building Committee. The building official with Meadowlakes City Council approval shall appoint four additional members of the Building Committee. The Chairman is a voting member of the Committee. The Chairman and the Committee members shall be appointed in a manner conforming with the rules of all City committee appointments. The terms of office of each of the five members shall be two (2) years. The terms shall expire on October 31 of the year consistent with the provision that even-numbered places expire in even-numbered years and odd-numbered places expire in odd-numbered years. Members shall continue service until such time that city council appoints a replacement or upon voluntary resignation by the member.**

**SECTION R104 DUTIES AND  
POWERS OF THE BUILDING  
OFFICIAL****R104.1 General.**

The *building official* is hereby authorized and directed to enforce the provisions of this code. The *building official* shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in conformance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code.

**ATTACHMENT "A"****R104.2 Applications and permits.**

The *building official* shall receive applications, review *construction documents* and issue *permits* for the erection and *alteration* of buildings and structures, inspect the premises for which such permits have been issued and enforce compliance with the provisions of this code.

**R104.3 Notices and orders.**

The *building official* shall issue necessary notices or orders to ensure compliance with this code.

**R104.4 Inspections.**

The *building official* shall make the required inspections, or the *building official* shall have the authority to accept reports of inspection by *approved agencies* or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such *approved agency* or by the responsible individual. The *building official* is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

**R104.5 Identification.**

The *building official* shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

**R104.6 Right of entry.**

Where it is necessary to make an inspection to enforce the provisions of this code, or where the *building official* has reasonable cause to believe that there exists in a structure or upon a premises a condition that is contrary to or in violation of this code that makes the structure or premises unsafe, dangerous or hazardous, the *building official* or designee is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by this code, provided that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises is unoccupied, the *building official* shall first make a reasonable effort to locate the owner, the owner's authorized agent, or other person having charge or control of the structure or premises and request entry. If entry is refused, the *building official* shall have recourse to the remedies provided by law to secure entry.

**R104.7 Department records.**

The *building official* shall keep official records of applications received, *permits* and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for the retention of public records.

**R104.8 Liability.**

The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the *jurisdiction* in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered civilly or criminally liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

**R104.8.1 Legal defense.**

Any suit or criminal complaint instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be defended by legal representatives of the *jurisdiction* until the final termination of the proceedings. The *building official* or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**R104.9 Approved materials and equipment.**

Materials, *equipment* and devices *approved* by the *building official* shall be constructed and installed in accordance with such approval.

## ATTACHMENT "A"

### **R104.9.1 Used materials and equipment.**

Used materials, *equipment* and devices shall not be reused unless *approved* by the *building official*.

### **R104.10 Modifications.**

Where there are practical difficulties involved in carrying out the provisions of this code, the *building official* shall have the authority to grant modifications for individual cases, provided the *building official* shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the department of building safety. Application for modification(s)/variance(s) from this Code, as amended, shall be submitted fourteen (14) calendar days before the succeeding Building Committee meeting. The application for variance(s) for a specific property shall be submitted by the property owner or his designated agent. The application for variance(s) from setback requirements shall be accompanied by (1) drawings of the plat of property prominently displaying existing and proposed setbacks and the exterior walls and dripline of the proposed structure and (2) a non-refundable fee established by the City, based on the purpose and number of variances requested. The Building Committee shall review all requests for variance(s) of this Code, as amended. The Building Committee shall have broad, discretionary authority to interpret and apply the terms of this Code and model national codes adopted within this amendment for the health, safety, and aesthetic appearance of the community. The Building Committee will approve or reject all requests for variance(s) under this Code, as amended, except for variance(s) of construction within setbacks exceeding 6 inches. After review of requests for variance(s), the Committee shall (1) approve the variance(s) within its authority; reject the variance(s) within its authority; or (3) submit the application for variance(s) for construction within setbacks exceeding 6 inches to the City Council. Application approvals of variances requested by or on behalf of the property owner will be filed by the City with the County Clerk of Burnet County, Texas.

### **R104.10.1 Flood hazard areas.**

The *building official* shall not grant modifications to any provisions required in flood hazard areas as established by Table R301.2(1) unless a determination has been made that:

1. There is good and sufficient cause showing that the unique characteristics of the size, configuration or topography of the site render the elevation standards of Section R322 inappropriate.
2. Failure to grant the modification would result in exceptional hardship by rendering the lot undevelopable.
3. The granting of modification will not result in increased flood heights, additional threats to public safety, extraordinary public expense, cause fraud on or victimization of the public, or conflict with existing laws or ordinance. The modification is the minimum necessary to afford relief, considering the flood hazard.

Written notice specifying the difference between the design flood elevation and the elevation to which the building is to be built, stating that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation and stating that construction below the design flood elevation increases risks to life and property, has been submitted to the applicant.

### **R104.11 Alternative materials, design and methods of construction and equipment.**

The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been *approved*. An alternative material, design or method of construction shall be *approved* where the *building official* finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, not less than the equivalent of that prescribed in this code. Compliance with the specific performance-based provisions of the International Codes shall be an alternative to the specific requirements of this code. Where the alternative material, design or method of construction is not *approved*, the *building official* shall respond in writing, stating the reasons why the alternative was not *approved*.

### **R104.11.1 Tests.**

Where there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the *building official* shall have the authority to require tests as evidence of compliance to be made at no expense to the *jurisdiction*. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the *building*

## ATTACHMENT "A"

*official* shall approve the testing procedures. Tests shall be performed by an *approved* agency. Reports of such tests shall be retained by the *building official* for the period required for retention of public records.

### SECTION R105 PERMITS

#### R105.1 Required.

Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the *building official* and obtain the required *permit*. All plumbing, electrical and mechanical work shall only be performed by, or under the direct supervision of, persons holding state licenses entitling them to perform work of the type involved. A contractor commits an offense if such work is performed by persons not licensed or not being directly supervised by a licensed person pursuant to the requirements of this section. A copy of valid license certificate shall be provided to the Building Official and placed on file as a prerequisite to release of permits for construction. After grading is complete and before pouring the slab, slab supported/ constructed porches or entrance platforms, preconstruction subterranean termite controls will be applied on all new construction sites using and Environmental Protection Agency (EPA) approved termiticide. This application will establish an unbroken vertical and/or horizontal chemical barrier between wood in the structure and the termite colonies in the soil.

#### R105.2 Work exempt from permit.

Exemption from *permit* requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this *jurisdiction*. *Permits* shall not be required for the following:

##### Building:

1. ~~One-story detached accessory structures, provided that the floor area does not exceed 200 square feet (18.58 m<sup>2</sup>).~~
2. ~~Fences not over 7 feet (2134 mm) high~~
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
4. ~~Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18 927 L) and the ratio of height to diameter or width does not exceed 2 to 1~~
5. Sidewalks and driveways.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. ~~Prefabricated swimming pools that are less than 24 inches (610 mm) deep~~
8. ~~Swings and other playground equipment~~
9. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
10. Decks not exceeding 200 square feet (18.58 m<sup>2</sup>) in area, that are not more than 30 inches (762 mm) above *grade* at any point, are not attached to a dwelling do not serve the exit door required by Section R311.4.

##### Electrical:

1. *Listed* cord-and-plug connected temporary decorative lighting.
2. Reinstallation of attachment plug receptacles but not the outlets therefor.
3. Replacement of branch circuit overcurrent devices of the required capacity in the same location.
4. Electrical wiring, devices, *appliances*, apparatus or *equipment* operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
5. Minor repair work, including the replacement of lamps or the connection of *approved* portable electrical *equipment* to *approved* permanently installed receptacles.

## ATTACHMENT "A"

### Gas:

1. Portable heating, cooking or clothes drying *appliances*.
2. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.
3. Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.

### Mechanical:

1. Portable heating *appliances*.
2. Portable ventilation *appliances*.
3. Portable cooling units.
4. Steam, hot- or chilled-water piping within any heating or cooling *equipment* regulated by this code.
5. Replacement of any minor part that does not alter approval of *equipment* or make such *equipment* unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.
8. Portable-fuel-cell *appliances* that are not connected to a fixed piping system and are not interconnected to a power grid.

### Plumbing:

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a *permit* shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

#### R105.2.1 Emergency repairs.

Where *equipment* replacements and repairs must be performed in an emergency situation, the *permit* application shall be submitted within the next working business day to the *building official*.

#### R105.2.2 Repairs.

Application or notice to the *building official* is not required for ordinary repairs to structures, replacement of lamps or the connection of *approved* portable electrical *equipment* to *approved* permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include *addition* to, *alteration* of, replacement or relocation of any water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

#### R105.2.3 Public service agencies.

A *permit* shall not be required for the installation, *alteration* or repair of generation, transmission, distribution, metering or other related *equipment* that is under the ownership and control of public service agencies by established right.

#### R105.3 Application for permit.

To obtain a *permit*, the applicant shall first file an application therefor in writing on a form furnished by the department of building safety for that purpose. Such application shall:

1. Identify and describe the work to be covered by the *permit* for which application is made.
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.

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3. Indicate the use and occupancy for which the proposed work is intended.
4. Be accompanied by *construction documents* and other information as required in Section R106.1.
5. State the valuation of the proposed work.
6. Be signed by the applicant or the applicant's authorized agent.
7. Give such other data and information as required by the *building official*.

**Specific forms and information requirements for applications are detailed in the City of Meadowlakes Builders' Packet for New Construction. Application for permit shall be submitted fourteen (14) calendar days before the succeeding Building Committee meetings with payment of any non-refundable fees as set by the City for plans review and variance consideration. No person may erect or place a fence, wall, hedge, or shrub planting that obstructs sight lines at elevations between two (2) and six (6) feet above the roadway on any corner lot in a triangular area formed by the street property lines and line connecting them at points twenty-five (25) feet from the intersection of the street lines, or in the case of property corner, from the intersection of the tree property lines as extended. The same height line limitation shall apply on any lot within ten (10) feet from the intersection of a tree property line with the edge of a driveway or alley pavement. No tree shall be permitted to remain within such distance at intersections unless the foliage line is also maintained to meet the sight line requirement set forth in this section.**

### **R105.3.1 Action on application.**

The *building official* shall examine or cause to be examined applications for *permits* and amendments thereto within a reasonable time after filing. If the application or the *construction documents* do not conform to the requirements of pertinent laws, the *building official* shall reject such application in writing stating the reasons therefor. If the *building official* is satisfied that the proposed work conforms to the requirements of this code and laws and ordinances applicable thereto, the *building official* shall issue a *permit* therefor as soon as practicable. **The Building Committee will endeavor to complete plans and any variance review and respond to the application request within 45 calendar days from the date of the first Committee review of the application. The Committee shall have broad, discretionary authority to negotiate with the applicant for processing delays occasioned by emergent unanticipated conditions. No construction work under a pending application may be initiated without the Committee's written approval.**

### **R105.3.1.1 Determination of substantially improved or substantially damaged existing buildings in flood hazard areas.**

For applications for reconstruction, rehabilitation, *addition*, alteration, repair or other improvement of existing buildings or structures located in a flood hazard area as established by Table R301.2(1), the *building official* shall examine or cause to be examined the *construction documents* and shall make a determination with regard to the value of the proposed work. For buildings that have sustained damage of any origin, the value of the proposed work shall include the cost to repair the building or structure to its predamaged condition. If the *building official* finds that the value of proposed work equals or exceeds 50 percent of the market value of the building or structure before the damage has occurred or the improvement is started, the proposed work is a substantial improvement or restoration of substantial damage and the building official shall require existing portions of the entire building or structure to meet the requirements of Section R322.

For the purpose of this determination, a substantial improvement shall mean any repair, reconstruction, rehabilitation, addition or improvement of a building or structure, the cost of which equals or exceeds 50 percent of the market value of the building or structure before the improvement or repair is started. Where the building or structure has sustained substantial damage, repairs necessary to restore the building or structure to its pre-damaged condition shall be considered substantial improvements regardless of the actual repair work performed. The term shall not include either of the following:

1. Improvements to a building or structure that are required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to ensure safe living conditions.
2. Any alteration of a historic building or structure, provided that the alteration will not preclude the continued designation as a historic building or structure. For the purposes of this exclusion, a historic building shall be any of the following:
  - 2.1. Listed or preliminarily determined to be eligible for listing in the National Register of Historic Places.
  - 2.2. Determined by the Secretary of the U.S. Department of Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined to qualify as an historic district.

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- 2.3. Designated as historic under a state or local historic preservation program that is approved by the Department of Interior.

**R105-3.1.2 Fence, Wall, Lattice, Deck or Landscaping.**

**No fence, wall, lattice, deck or landscaping utilizing manmade material (herein fence) may be erected within Meadowlakes without approval of the Committee. A fence shall be considered any upright barrier or structure, regardless of material, erected to enclose, bound, or screen a parcel of land. An application for construction of a fence shall be made to the Committee in accordance with the procedures as set forth in this code, and no work shall occur until the Committee has approved the fence in writing. The application for fence shall be completed by the property owner or by a representative/contractor acting on his behalf.**

**Specific forms and information requirements for applications are detailed in the City of Meadowlakes Builders' Packet for New Construction. Application for permit shall be submitted fourteen (14) calendar days before the succeeding Building Committee meetings with payment of any non-refundable fees as set by the City for plans review and variance consideration.**

**R105.3.2 Time limitation of application.**

An application for a *permit* for any proposed work shall be deemed to have been abandoned 180 days after the date of filing unless such application has been pursued in good faith or a *permit* has been issued; except that the *building official* is authorized to grant one or more extensions of time for additional periods not exceeding 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

**R105.4 Validity of permit.**

The issuance or granting of a *permit* shall not be construed to be a *permit* for, or an *approval* of, any violation of any of the provisions of this code or of any other ordinance of the *jurisdiction*. *Permits* presuming to give authority to violate or cancel the provisions of this code or other ordinances of the *jurisdiction* shall not be valid. The issuance of a *permit* based on *construction documents* and other data shall not prevent the *building official* from requiring the correction of errors in the *construction documents* and other data. The *building official* is authorized to prevent occupancy or use of a structure where in violation of this code or of any other ordinances of this *jurisdiction*. **Any applicant who has been aggrieved by the actions or inactions of the Building Committee resulting from interpretation and/or application of variances under this Code, as amended, shall have the right to file a notice of appeal for appellate review by the City Council.**

**R105.5 Expiration.**

Every *permit* issued shall become invalid unless the work authorized by such *permit* is commenced within 180 days after its issuance, or if the work authorized by such *permit* is suspended or abandoned for a period of 180 days after the time the work is commenced. The *building official* is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. **The approved period of construction for a building permit is 365 days from the date of issuance of the permit. In the event of unusual circumstances where construction may not be completed within the 365 days period, the property owner or his builder may request and the Building Official may review the circumstances and extend the period of construction for 90 days. The property owner or his builder will be charged one-half of the value of the original permit costs for each 90 days extension of the period of construction.**

**R105.6 Suspension or revocation.**

The *building official* is authorized to suspend or revoke a *permit* issued under the provisions of this code wherever the *permit* is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or regulation or any of the provisions of this code.

**R105.7 Placement of permit.**

The building *permit* or a copy shall be kept on the site of the work until the completion of the project. **The construction permit holder shall erect a sign at a new construction project. The construction sign shall meet the requirements and restrictions for signs in the City of Meadowlakes.**

**R105.8 Responsibility.**



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It shall be the duty of every person who performs work for the installation or repair of building, structure, electrical, gas, mechanical or plumbing systems, for which this code is applicable, to comply with this code.

### **R105.9 Preliminary inspection.**

Before issuing a *permit*, the *building official* is authorized to examine or cause to be examined buildings, structures and sites for which an application has been filed.

## **SECTION R106 CONSTRUCTION DOCUMENTS**

### **R106.1 Submittal documents.**

Submittal documents consisting of *construction documents*, and other data shall be submitted in two or more sets with each application for a *permit*. The *construction documents* shall be prepared by a registered *design professional* where required by the statutes of the *jurisdiction* in which the project is to be constructed. Where special conditions exist, the *building official* is authorized to require additional *construction documents* to be prepared by a registered *design professional*.

**Exception:** The *building official* is authorized to waive the submission of *construction documents* and other data not required to be prepared by registered *design professional* if it is found that the nature of the work applied for is such that reviewing of *construction documents* is not necessary to obtain compliance with this code.

#### **R106.1.1 Information on construction documents.**

*Construction documents* shall be drawn upon suitable material. Electronic media documents are permitted to be submitted where *approved* by the *building official*. *Construction documents* shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the *building official*.

#### **R106.1.2 Manufacturer's installation instructions.**

Manufacturer's installation instructions, as required by this code, shall be available on the job site at the time of inspection.

#### **R106.1.3 Information on braced wall design.**

For buildings and structures utilizing braced wall design, and where required by the *building official*, braced wall lines shall be identified on the *construction documents*. Pertinent information including, but not limited to, bracing methods, location and length of *braced wall panels* and foundation requirements of braced wall panels at top and bottom shall be provided.

#### **R106.1.4 Information for construction in flood hazard areas.**

For buildings and structures located in whole or in part in flood hazard areas as established by Table R301.2(1), *construction documents* shall include:

1. Delineation of flood hazard areas, floodway boundaries and flood zones and the design flood elevation, as appropriate.
2. The elevation of the proposed lowest floor, including *basement*; in areas of shallow flooding (AO Zones), the height of the proposed lowest floor, including *basement*, above the highest adjacent *grade*.
3. The elevation of the bottom of the lowest horizontal structural member in coastal high hazard areas (V Zone) and in Coastal A Zones where such zones are delineated on flood hazard maps identified in Table R301.2(1) or otherwise delineated by the *jurisdiction*.
4. If design flood elevations are not included on the community's Flood Insurance Rate Map (FIRM), the *building official* and the applicant shall obtain and reasonably utilize any design flood elevation and floodway data available from other sources.

#### **R106.1.5 Minimum Masonry Requirements**

**Without a variance from the city building committee, a person commits an offense if such person constructs a new residential building containing less than 75 percent exterior wall masonry construction. Exterior doors and windows shall be considered as included in**



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**this percentage requirement if located within a masonry wall and surrounded by masonry. Masonry construction shall mean stone or brick. Stucco or stucco appearance material shall not be considered masonry construction. Each such installation shall be in accordance with manufacturer's specifications and compliant with Underwriters Laboratories, Inc. (UL), Building Officials and Code Administrators International, Inc. (BOCA), SPCE and the International Conference of Building Officials (ICBO). All exterior walls the siding or masonry will begin no more than 12 inches nor less than eight inches from the finish grade level.**

**R106.2 Site plan or plot plan.**

The *construction documents* submitted with the application for *permit* shall be accompanied by a site plan showing the size and location of new construction and existing structures on the site and distances from *lot lines*. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The *building official* is authorized to waive or modify the requirement for a site plan where the application for *permit* is for *alteration* or repair or where otherwise warranted. **The dripline from the roof of every building or structure must be within setbacks and shall be located at least five feet from the interior property line and 25 feet from the street or golf course property line upon which the building or structure is situated, and no dripline of any roof or downspout shall be erected as to discharge water upon any lot other than the building site upon which the building or structure is situated.**

**The site plan or plot plan shall include (1) the drainage plan for storm water flow on the property to assure compliance with the provisions of this Code and to assure excessive storm water is not discharged onto neighboring properties, or (2) annotation that a separate drainage plan is included within the construction documents. The drainage plan shall include elevations (either sea level elevations or delta changes in elevation from a specified reference point on the property) of significant points on the property. The plan shall denote the planned directional flow of storm waters and berms or swales (with planned grades of swales) intended to control storm water flow.**

**R106.3 Examination of documents.**

The *building official* shall examine or cause to be examined *construction documents* for code compliance.

**R106.3.1 Approval of construction documents.**

Where the *building official* issues a *permit*, the *construction documents* shall be *approved* in writing or by a stamp that states "REVIEWED FOR CODE COMPLIANCE." One set of *construction documents* so reviewed shall be retained by the *building official*. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the *building official* or a duly authorized representative.