

City of Meadowlakes
City Council Stated Meeting Minutes
August 15, 2023 – 6:00pm
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas

The City Council of the City of Meadowlakes held their Regular Meeting at Meadowlakes Municipal Building in Totten Hall on August 15, 2023, beginning at 6:00 p.m. in accordance with the duly posted notice of said meeting.

Present:

Mark Bentley, Mayor
Jess Lofgreen, Councilmember
Barbara Peskin, Councilmember
Jerry Drummond, Councilmember
Roxanne Morgan, Councilmember

Absent:

Garrett Wood, Councilmember

Staff:

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

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Bentley called the meeting to order at 6:00 pm and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Bentley led Council and staff in the Pledge of Allegiance and Councilmember Wood led the prayer.
3. **CITIZEN COMMENTS.** Resident Georgina Christy addressed council regarding agenda item 6-C. She asked for clarification on the wording on the election ballot.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)

A. Operations in general - City Manager Johnnie Thompson

1. Ordinance reports – In August, the Ordinance Officer responded to 12 calls. 14 warning notices were issued regarding parking violations in the street/driveway, 1 verbal conversation was held, 32 notes were left and 1 citation was given. 1 warning was left regarding trash cans being left out past the allowed time or being seen from the street and 7 notes were left. 1 warning notice was left regarding grass being over 6" high and 3 notes were left. 1 conversations was held regarding the no solicitation rule in Meadowlakes. 8 notes were left regarding branches/trees being less than 14' above the street, and 4 conversations were held regarding trees, a minor driving a golf cart, and fishing in a pond.

In August, our Animal Control Officer received several calls about skunks and a call about a dead possum in the street. He received several calls about loose or unleashed

dogs and advised the owners that they must be kept on a leash. No rabid animals were reported in June.

2. Patrol Activity Report – There was no activity to report in August.
3. Building Committee Report – In August, the Building Committee issued 2 permits; 1 patio cover and 1 swimming pool. Currently, there are 11 ongoing projects within the City.

B. Briefing on Golf Operations – Mr. Klotz reported that the golf course will be closed for 5 days in September for overseeding. He also reported a record for the average number of days for rounds played in July. Reminder, July's temperature was over 100 degrees.

5. **CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s)).*

- A. Minutes of the prior Council Meetings/Workshops
- B. August financial reports

After discussion, Councilmember Lofgreen made a motion to approve the minutes of the July 18th regular meeting as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Drummond made a motion to approve the July financials as presented. The motion was seconded by Councilmember Peskin and carried unanimously.

6. OLD BUSINESS.

A. Discussion/Action: Update on Renovation of Sewer Treatment Plant. Mr. Thompson reported that progress is being made. He informed council that the city is waiting on environmental approval for the proposed renovations of the lift station on Firestone. This project includes raising the existing top elevation by about three feet in order for the top of the structure to be out of the floodway, electrical controls will be upgraded to allow for the installation of a manual transfer switch which would allow for the use of an auxiliary generator in case of a power outage. A new security fence, as well as some sight work, would also be done. The estimated cost of this renovation is \$25,000. Another project that is still needing approval of from our grants manager is installing remote alarm and monitoring equipment on all seven of our sewage lift stations. The estimated cost for this project is \$17,500 (\$2,500 per lift station). The last project that is under development is replacing the main operating controls on two of our main sewage lift stations. Mr. Thompson should have an estimated cost for this project by next week. All three projects will be paid from COVID relief funds. No action was taken.

B. Discussion/Action: Fiscal Year 2024 Budget, establishing a proposed ad valorem tax rate for 2023 and setting the time, place, and location of required public hearing related to adopting the ad valorem tax rate and budget. Council discussed establishing a proposed tax rate for 2023 at \$0.1374 per \$100 taxable value. Mr. Thompson informed council that the proposed tax rate would generate approximately \$28,000 more income from ad valorem taxes than last year's budget, of which about \$7,200 is generated from new property added to the rolls. Two separate motions will be required; one establishing the proposed ad valorem tax rate and the other establishing the time, place, and location of the two public hearings; After discussion, Councilmember Drummond made the following motion:
"I move to establish a proposed Maintenance and Operation ad valorem tax rate of \$0.1374 (or

another rate as may be determined) per \$100 taxable valuation.)

The motion was seconded by Councilmember Lofgreen and carried unanimously.

After discussion, Councilmember Peskin made the following motion:

"I move to conduct the two required public hearings regarding the setting of the ad valorem tax rate for 2023 and the adoption of the fiscal year 2024 budget be held on September 19, 2024, at 4:30 p.m. at the Meadowlakes City Hall, 177 Broadmoor Street, Meadowlakes, Texas. "

The motion was seconded by Councilmember Drummond and carried unanimously.

C. Discussion/Action: Ordinance 2023-02 - Calling an election to be held within the City on November 7, 2023, for the purpose of authorizing the issuance of certificates of obligation.

Ordinance 2023-02, drafted by our Bond Counsel, calls for a general election of the City seeking approval to issue 7.5 million in CO's, as initially proposed. At the May council meeting, council approved Resolution 2023-06 authorizing the publication and posting of the required notice of intention for the intent of the City to issue 7.5 million dollars in Certificate of Obligations (CO's) for the construction of a new multipurpose building, replacement swimming pool, enlargement of the parking lot, and to make other required infrastructure improvements. Since the petition collected enough signatures protesting the issuance of the proposed CO's, council will have to call for an election. The next election date is November 7, 2023. After discussion, Councilmember Lofgreen made the following motion:

"I move to approve Ordinance 2023-02 calling an election to be held within the City on November 7, 2023, for the purpose of authorizing the issuance of certificates of obligation."

The motion was seconded by Councilmember Peskin and carried unanimously.

7. NEW BUSINESS

A. Discussion/Action: Retaining the auditing firm of Neffendorf & Blocker, P.C. of

Fredericksburg, Texas, for conducting the City's fiscal year 2023 audit. Per Local Government Code, the City must conduct an annual audit of all records and accounts. The City has been using the firm of Neffendorf and Blocker, formally Neffendorf and Knopp, for many years. Mr. Thompson recommends retaining the firm to conduct the City's fiscal year 2023 audit. After discussion, Councilmember Drummond made a motion to retain the firm of Neffendorf and Blocker to conduct the City's FY2023 audit. The motion was seconded by Councilmember Morgan and carried unanimously.

B. Discussion/Action: Authorizing the utility department's purchase of a service vehicle. Mr.

Thompson informed council that the Public Works Department is needing to replace an aging 2001 Ford F350. The replacement would likely be a 1-ton with a service body. The proposed FY2024 budget reflects the allocation of \$50,000 for the purchase, however, Mr. Thompson is requesting authorization to purchase the truck in the current fiscal year. The utility fund has adequate funds for the purchase. The old truck will be sold after a replacement is obtained. After discussion, Councilmember Peskin made a motion to authorize the City Manager to expend up to \$50,000 from the Public Works Department's surplus operating funds to purchase a replacement service vehicle for the department. The motion was seconded by Councilmember Drummond and carried unanimously.

8. ADJOURNMENT/ANNOUNCEMENTS: Mr. Thompson thanked everyone for conserving water. Mayor Bentley adjourned the meeting at 7:00 pm.

Approved: _____

Date: September 19, 2023

Mayor, Mark Bentley

Attest:

City Secretary, Evan Bauer

Date: September 19, 2023