

NOTICE OF WORKSHOP & STATED MEETING OF THE MEADOWLAKES CITY COUNCIL

Notice is hereby given that a **WORKSHOP** of the Meadowlakes City Council will be held on Tuesday, the 14th of February, 2012 at **3:00 PM to 5:00 PM** at Meadowlakes City Hall, 177 Broadmoor, Totten Hall, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

~ WORKSHOP ~

- I. CALL TO ORDER AND QUORUM DETERMINATION
- II. WORKSHOP DISCUSSION
 - A. Discussion: Codification of Code of Ordinances
 - B. Fiscal Year 2012 Audit Presentation
- III. ADJOURNMENT OF WORKSHOP

~ STATED MEETING ~

Notice is hereby given that a **STATED COUNCIL MEETING** of the Meadowlakes City Council will be held on Tuesday, the 14th of February, 2012 at **5:00 PM** at Meadowlakes City Hall, 177 Broadmoor, Totten Hall, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

- I. CALL TO ORDER AND QUORUM DETERMINATION
- II. PLEDGE OF ALLEGIANCE AND PRAYER
- III. MONTHLY STANDARD LIVE REPORTS *(Progress & Status Reports Only - Recommendations or action discussions not allowed)*
 - City Manager Activity Report - Johnnie Thompson
 - Consent Items as listed below
- IV. CONSENT ITEMS *(The items listed are considered to be routine and non-controversial by the Council and may be approved by one motion. No separate discussion or action on any of the items is necessary unless desired by a Council Member; at which time select item(s) may be discussed separately under consent items and separate motion(s).)*
 - A. January 10th Meeting Minutes –Stephanie Littleton, City Secretary
 - B. Ordinance Enforcement January 2012 Activity Report – Pat Preston
 - C. Animal Control January 2012 Activity Report - Robbie Galaway, Officer
 - D. Patrol Activity January 2012 Report - provided by Meadowlakes Patrol Officers
 - E. Vandalism/Incident January 2012 Activity Report – Stephanie Littleton, Secretary
 - F. City Building Committee January 2012 Activity Report - Don Wheeler, Chairman
 - G. Public Works Department January 2012 Activity Report - Mike Williams, PWD
 - H. General Fund January 2012 Detailed Financials Report - Eileen Harrison, Treasurer
 - I. Utility Fund January 2012 Detailed Financials Report - Johnnie Thompson, City Manager
 - J. PFC January 2012 Financial Reports- Steve Hawkins, PFC President
 - K. Resolution 12-003 Declaring Saturday, February 18th as Spay Day- Littleton
- V. CITIZEN COMMENTS *(Limited to 15 minutes total on general subjects and agenda items. Agenda Item specific comments should be made as part of agenda item council discussion.)*
- VI. OLD BUSINESS
- VII. NEW BUSINESS
 - A. Action/Discussion: Review and possible acceptance of Fiscal Year 2011 Audit Report.- Thompson-Keith Neffendorf.-Resolution #12-004

- B. Action/Discussion: Amendment of the Annual Reimbursement Cost Agreement between the City and the Meadowlakes Public Facility Corporation-Resolution #12-005.-Thompson
- C. Action/Discussion: Contracting with the County of Burnet for election services for the May 12, 2012 General Election-Littleton
- D. Action/Discussion: Resolution 12-001 Ordering the General Election on May 12, 2012-Littleton
- E. Action/Discussion: Resolution 12-002 Accepting the Nominations for Presiding Election Judge, Alternate Presiding Judge and Election Clerks for the May 12, 2012 Election process-Littleton
- F. Action/Discussion: Action/Discussion: Authorizing funds for the repair of the golf complex parking lot.-Thompson
- G. Action/Discussion: Interlocal Agreements with Burnet County for repairs to the golf complex parking lot.-Thompson
- H. Action/Discussion: Extension of City Manager's employment agreement.-Mayor Williams
- I. Action/Discussion: Contracting with the Lower Colorado River Authority for acquisition of raw water.-Thompson/Mike Williams

VIII. 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 salutory 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 salutory recognition for the purposes of 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.

IX. ADJOURNMENT

(The City Council of Meadowlakes 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 Section 551.)

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 12:00 p.m. and 1:00 p.m. through 4:00 p.m. Monday through Friday.

THE PUBLIC IS INVITED TO CITY COUNCIL MEETINGS

We, the undersigned authorities, do certify that this Notice of Meeting was posted at Meadowlakes City Hall and on our website, convenient to the public, on or before February 10th, 2012 by 1:00 P.M. and remained so posted continuously for at least 72 hours immediately preceding the day of said meeting.

/s/Stephanie Littleton
Stephanie Littleton, City Secretary

/s/ Don Williams
Don Williams, 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.

Posting Removed: _____ **at** _____ **by** _____
(Above to be recorded upon removal, document retention at City Hall, date of removal will not be reposted via website)

**City of Meadowlakes
Stated Meeting Minutes
January 10, 2012**

I. CALL TO ORDER AND QUORUM DETERMINATION: Mayor Don Williams called the meeting to order at 5:00 declaring that a quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Council members present were Paul Sarcione, Rusty Crawford, Franzella Jones, Barry Cunningham, and Bill Pickard. Also present were City Manager Johnnie Thompson, City Treasurer Eileen Harrison and City Secretary Stephanie Littleton.

II. PLEDGE OF ALLEGIANCE AND PRAYER: Mayor Williams led the meeting members and guests in the Pledge of Allegiance. Roy Belcher led the meeting members and guests in prayer.

III. MONTHLY STANDARD LIVE REPORTS:

City Manager Activity Report - Johnnie Thompson

- Consent Items as listed below

Mr. Thompson briefed Council that during December was quiet with no major problems. He summarized the monthly reports, detailing the warnings issued by the Ordinance Officer, citations, that there were not any reports of vandalism and that the City currently has 10 active building permits. He told the Council that property tax income had been slow, but expected to rebound as the tax deadline nears. He informed the Council that the General Fund is performing as anticipated and that the Public Works fund is performing better than anticipated. He gave a status update on the renovation of the swimming pool bathrooms, confirming the presence of structural damage, resulting in costs expected to exceed those budgeted unless other expenses can be cut. He did confirm that there is money in the Petty Cash fund to cover the overage. Mr. Thompson also updated the status of the Codification process, explaining that chapters 1, 3, and 5 of the Code will be provided for Council review prior to the workshop on January 12th, and that he anticipates the review will take more than one meeting.

IV. CONSENT ITEMS:

A. December 13th and December 29th, 2011 Meeting Minutes – Stephanie Littleton, City Secretary.

B. Ordinance Enforcement December Activity Report – Pat Preston

C. Animal Control December Activity Report - Robbie Galaway, Officer

- 46 **D. Patrol Activity December Report – provided by Meadowlakes**
47 **Patrol Officers.**
48 **E. Vandalism/Incident December Activity Report – Stephanie**
49 **Littleton, City Secretary**
50 **F. City Building Committee December Activity Report - Don**
51 **Wheeler, Chairman**
52 **G. Public Works Department December Activity Report - Mike**
53 **Williams, PWD**
54 **H. General Fund December Detailed Financials Report - Eileen**
55 **Harrison, Treasurer**
56 **I. Utility Fund December Detailed Financials Report - Johnnie**
57 **Thompson, City Manager**
58

59 Councilmember Paul Sarcione made a motion to approve the consent
60 items as presented. Councilmember Rusty Crawford seconded the
61 motion. The motion carried by unanimous vote of the council members
62 present.
63

- 64 **V. CITIZEN COMMENTS:** Mr. David Martin spoke about his large family
65 and how they currently fill 3 cans of trash each week, and as a result he
66 is in favor of the new 96-gallon trash cans not only for neatness but also
67 for the safety of the Allied workers. Mary Ann Raesener spoke about how
68 as a resident who lives on the golf course, she feels the golf course is
69 important to her home valuation and she wants to make sure the course
70 stays open. She went on to express her displeasure at the City debt being
71 dumped on the PFC. Sara Collard spoke in favor of the new trash cans,
72 stating that she likes the uniform look, but more importantly does not
73 agree with the 7% fee increase for the new contract. Logan Stanley also
74 spoke in favor of the automated system, pointing out that Allied Waste is
75 willing to outlay more money for upgrades at a minimal cost to us. He
76 explained that he believes the new cans look better and are healthier.
77 Resident Georgina Christy spoke against the Friday collection day,
78 mentioning that the requirement that trash cans must be stored out of
79 view will be difficult for residents with small garages or who leave town,
80 and that the ordinance will likely need to be changed.
81

82 **VI. OLD BUSINESS:**

- 83 **A. Action/Discussion:** Contract for solid waste collection with BFI
84 Waste Services of Texas, LL (Allied Waste)-Mayor Williams introduced
85 this item by stating that three members of the City Council asked for
86 a review of the contract that was not passed in December, and that is
87 why the matter was again placed on the agenda. Mayor Williams
88 referred Council to the information provided in last month's packet.
89 He stated that in order to move forward, a motion to approve the new
90 contract will be required as the old contract has been passed and
91 cannot be modified. Council discussion ensued with Councilmember

Jones objecting to the legality of the Council proceedings.
Councilmember Rusty Crawford made a motion to approve the new contract. Councilmember Paul Sarcione seconded. The motion passed by a vote of 3-2 with Councilmembers Barry Cunningham, Paul Sarcione and Rusty Crawford voting in favor and Councilmember Franzella Jones and Bill Pickard voting against.

VII. NEW BUSINESS

A. Action/Discussion: Ordinance 2012-01-Amending Solid Waste Fees. Due to the approval of the new Allied Waste contract, this Ordinance no longer applied, no action was taken.

B. Action/Discussion: Contracting with the Lower Colorado River Authority for acquisition of raw water.-City manager Johnnie Thompson stated that the anticipated contract did not arrive, so no discussion or action was taken.

C. Action/Discussion: Authorizing City Manager to enter into a cooperative purchasing agreement the Lower Colorado River Authority. City Manager Johnnie Thompson provided Council background on why the agreement would be beneficial to the City, but that he is still waiting on the contract, so no action was taken.

D. Action/Discussion: Meadowlakes Public Facility Corporation
1. Restructuring existing debt
2. Amendment of Fiscal Year Annual Reimbursement Cost Agreement.
3. Financial Status.

Mayor Williams referred the Council to the agenda packet to review the submissions for restructuring the existing PFC debt. He briefed the Council on a recent meeting held with PFC board members Steve Hawkins and Donnie Zavala, Councilmember Paul Sarcione, himself, and the POA board. He stated that the POA will meet Thursday at 4:00 to discuss options for assisting the PFC. Council and audience discussion ensued. Mayor Williams reminded Council that they can't take action on any proposal until after the POA meets. After further discussion ensued about how to provide immediate relief to the PFC, Councilmember Bill Pickard made a motion to suspend the PFC loan through end of the current fiscal year and that the City pay the remaining balance on the equipment lease in May. After that payment is made, the PFC can begin repaying the loan in equal installments through the end of the fiscal year. Councilmember Rusty Crawford seconded. The motion passed by a unanimous vote of the Councilmembers present. After the vote, POA President Roy Belcher expressed his concern that this action was a band aid and not a viable long-term solution.

E. Action/Discussion: Appointment of Van Estill and Joe Summers to the Building Committee to replace Place 5 Alan Huddleston and Place 7 Homer Snider. City Secretary Stephanie Littleton briefed Council on

- 137 the need to replace outgoing Building Committee members Alan
138 Huddleston and Homer Snider. After Council discussion,
139 Councilmember Bill Pickard made a motion to approve the
140 nominations. Councilmember Franzella Jones seconded the motion,
141 and it passed by a unanimous vote of the Councilmembers present.
142 F. Action/Discussion: May 2012 election. City Secretary Stephanie
143 Littleton briefed Council on the upcoming May General Election,
144 stating that the Contract for the election with Burnet County will be
145 available for review and possible approval by the February Council
146 meeting.
147
148
149
150

151 **VI. COUNCIL & MAYOR ANNOUNCEMENTS:**

- 152 A. Codification Workshop scheduled for January 12, 2012 at 1:00
153 p.m.
154 B. Mayor Williams publicly thanked Alan Huddleston and Homer
155 Snider for their years of dedication and service on the Building
156 Committee.
157 C. Northland outages
158 D. Anthony Teeter observed the meeting to earn his Communication
159 badge for Eagle Scouts.
160
161

162 **IX. ADJOURNMENT:**

163 Mayor Williams adjourned the meeting at 5:55 p.m.
164
165

166 **Approved:**

167
168
169 /s/ Don Williams **Date:** _____
170 **Mayor, Don Williams**
171
172
173

174 **Attest:**

175
176 /s/ Stephanie Littleton **Date:** _____
177 City Secretary, Stephanie Littleton

Ordinance Enforcement Report
January 2012
Summary

Calls Received: Ordinance line: 17
Security Gate: 1
City Hall: 1

39 warning letters were issued during the month of January:

- 2 letters regarding Ordinance 92.02 – trailer parked on lot
- 1 letter regarding Ordinance 92.02 – vehicle parked on lot
- 5 letters regarding Ordinance 92.02 – trailer parked on drive over 72 hours
- 1 letter regarding Ordinance 130.02 – residence and lot needs upkeep & repair
- 15 letters regarding Ordinance 130.02 – trash containers visible from the street
- 1 letter regarding Ordinance 150.23 – shrubs obstructing line of sight on corner lot
- 1 letter regarding Ordinance 152.11 – sign ordinance violation
- 13 letters regarding Stage 2 Water Restriction Violations

6 warning tickets were issued regarding Ordinance 92.02 – parking on the wrong side of street
10 warning tickets were issued regarding Ordinance 92.01 – expired parking permits or resident
parking on the street
4 verbal warnings were issued

Submitted by:

Pat Preston

Pat Preston
Ordinance Enforcement Officer
February 1, 2012

Animal Control Report

Meadowlakes, Texas

January, 2012

- **Two stray dogs were delivered to the Marble Falls Animal Control Facility**
- **One lost dog report was received**
- **Eight loose dog complaints were received**
- **A report was received for a sick - looking skunk - I could not find it**
- **One call was for a skunk in the house - It came in through the doggie door**
- **One trapped possum was removed from the city**
- **One barking dog complaint was received**

Robbie Galaway

Robbie Galaway

MEADOWLAKES PATROL ACTIVITY REPORT January 2012														
DATE	DAY	DEPUTY	START TIME	END TIME	HRS	Citation	Warning	Verbal	Other	NOTES	Start Mile	End mile	Total	
1/1/12													0	
1/2/12	Mon	Bindseil	6:00 PM	9:00 PM	3:00						27760	27781	21	
1/3/12													0	
1/4/12	Wed	Koenning	5:00 PM	8:00 PM	3:00					Assisted MFEMS at 313 Mahan- Medical call	62463	62479	16	
1/5/12	Thu	Bindseil	7:00 PM	10:00 PM	3:00						27800	27824	24	
1/6/12	Fri	Wilson	6:45 PM	9:45 PM	3:00					348 San Saba- Assist EMS. Rv storage, parks, patrol	16981	17004	23	
1/7/12	Sat	Perez	6:00 PM	9:00 PM	3:00					Patrol, rv storage, club, parks, City Hall.	35409	35424	15	
1/8/12	Sun	Wilson	4:00 PM	7:00 PM	3:00					Check rv storage, parks, radar, patrol	17004	17025	21	
1/9/12	Mon	Bindseil	6:00 PM	9:00 PM	3:00			1		Verbal warning for failure to signal turn	28410	28424	14	
1/10/12	Tue	Koenning	5:00 PM	8:00 PM	3:00					Had to leave City for disturbance call from 6:30 to 7:40.	63108	63134	26	
1/11/12	Wed	Bindseil	7:00 PM	10:00 PM	3:00						28501	28515	14	
1/12/12	Thu	Wilson	4:15 PM	7:15 PM	3:00					Patrol, boat storage, parks	17355	17364	9	
1/13/12	Fri	Koenning	7:00 PM	10:00 PM	3:00	1		1		Met w/defendant at main gate in ref. to failing to stop at security gate on 1/9/12. Defendant was issued citation 1421 for trespassing and stop sign violation.	63514	63530	16	
1/14/12	Sat	Perez	8:00 PM	11:00 PM	3:00	2				Patrol rv storage, parks, club, city buildings. Issued 2 traffic citations and found 2 teens parked at rv storage area.	35908	35928	20	
1/15/12	Sun	Koenning	4:00 PM	7:00 PM	3:00					Assisted Robbie Galaway with collection of stray dog.	63537	63555	18	
1/16/12	Mon	Wilson	4:45 PM	7:45 PM	3:00					304 Mahan- assist EMS & Fire, patrol, radar, parks, rv storage, attempt to locate vehicles parked on road with resident tags per ordinance officer, none found	17991	18013	22	
1/17/12	Tue	Perez	6:00 PM	9:00 PM				1		Patrol, monitor stop signs and traffic	36238	36256	18	
1/18/12	Wed	Bindseil	7:00 PM	10:00 PM	3:00			2		Verbal warning for VCO parking on wrong side of street	28878	28888	10	
1/19/12	Thu	Koenning	5:00 PM	8:00 PM	3:00			1			64045	64065	20	
1/20/12	Fri	Perez	6:00 PM	9:00 PM	3:00		2			Normal patrol, 2 verbal warnings for parking	36448	36464	16	
1/21/12	Sat	Perez	6:00 PM	9:00 PM	3:00					Normal patrol			0	
1/22/12	Sun	Perez	6:00 PM	9:00 PM	3:00	1	2			Normal patrol, citation for speeding, expired license	36805	36821	16	
1/22/12	Sun	Bindseil	9:00 AM	12:00 PM	3:00						29544	29552	8	
1/23/12	Mon	Bindseil	3:00 PM	6:00 PM	3:00	1				Monitor traffic	29770	29791	21	
1/24/12	Tue	Bindseil	2:00 PM	6:00 PM	4:00					Monitor after-school and work traffic	29855	29876	21	
1/25/12	Wed	Bindseil	9:00 AM	12:00 PM	3:00						30112	30121	9	
1/26/12	Thu	Wilson	5:00 PM	8:00 PM	3:00					Patrol, radar, check boat storgae and parks	18314	18331	17	
1/27/12	Fri	Koenning	7:00 PM	10:00 PM	3:00			1		Dispatched to 349 Stewart in ref. to star-line call, false alarm.	65074	65097	23	
1/28/12	Sat	Koenning	8:00 PM	11:00 PM	3:00		1	1			65104	65123	19	
1/29/12	Sun	Perez	3:00 PM	6:00 PM	3:00		5			Patrol, checked rv storage, parks, City Hall, Club, issued several warning tickets for parking viol.	37250	37265	15	
1/30/12	Mon	Bindseil	9:00 AM	12:00 PM	3:00						30283	30295	12	
1/31/12	Tue	Wilson	4:45 PM	7:45 PM	3:00					Assisted BCSO at 323 Stewart, report of runaway, juvenile located at park. Report of suspicious vehicle, never located. Patrol, parks, rv storage	18899	18917	18	
Totals					88	5	10	7	0				502	

City of Meadowlakes

VANDALISM/INCIDENTS-January 2012

Address:

59 Augusta

Incident:

Eggs thrown at a house

BUILDING COMMITTEE REPORT
January 2012
Don Wheeler – Building Committee Chairman

ACTIVE BUILDING PERMITS (under construction or review)10

January 2012 Approved Permits

<i>Deck</i>	
<i>Concrete Slab</i>	
<i>Fence</i>	2
<i>Swimming Pool/Hot Tub</i>	
<i>Remodel</i>	
<i>Variance</i>	
<i>New Homes</i>	
<i>Other</i>	
<i>Patio Cover</i>	
<i>Arbor</i>	
<i>Plat Amendment</i>	
<i>Consultation</i>	
<i>Playscape</i>	
<i>Permit Revisions</i>	
<i>Applications denied: Arbor</i>	1
<i>Fence</i>	
<i>New home</i>	
<i>Variance</i>	
<i>Remodel</i>	1
<i>Patio Cover</i>	
<i>Playscape</i>	
<i>Detached Structure</i>	
<i>Carport</i>	
<i>Propane gas storage tank</i>	
<i>Roof replacement</i>	
<i>Other</i>	

City of Meadowlakes

177 Broadmoor
Meadowlakes, Texas 78654
USA

Phone (830) 693-2951
Fax (830) 693-2124

MEMORANDUM

Date: February 7, 2012
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. Processed and treated 7.5 million gallons of drinking water compared to 7.6 million gallons for the same month in the previous year, for a decrease of 1.4%.
2. Staff has been working on the remodel of the restrooms that are located between the pool and the pro shop. The stucco has been completed in the Women's room and will be complete in the Men's room by the end of the week. We will then apply the texture to the floor area between and in the restrooms. At that time they will be ready for paint. We are also working on the other 2 rooms in the area. The room where the ball machine is located should have the stucco completed by the end of this week. We plan on starting on the storage room as soon as the items in there have been relocated. All things considered, this project is coming along very well and is taking less time than we first thought. We still have much work to do and will also be pouring a concrete access ramp for wheelchairs on the South side of the pro shop. All of the wiring in the 4 rooms needed to be replaced and 3 of the rooms have been done with only the storage room to go.
3. Tasks for the POA that were done this month include: Completed 1 round of mowing vacant lots, weekly mowing at the guard gate.
4. Mike attended a water customer meeting at LCRA in Austin where there was much discussion regarding the ongoing drought. It is thought at this time that we will be in some type of water restrictions for the remainder of this year. However LCRA meteorologist, Bob Rose spoke to the group and is optimistic that we will return to a more normal rainfall pattern by the beginning of the Summer.
5. Weekly brush pickup – we would like to remind our residents to please call city hall to be put on the weekly pickup list and to review the guidelines for the items that can and cannot be picked up.
6. The water curtailment plan that is required by LCRA for all raw water customers has been submitted and accepted. In general this plan would require a 20% reduction in water use based on water used from September 2010 until August 2011. Meadowlakes does get credit for water that is reused on the golf course. So the net effect of this will not require any reduction in water used on the golf course. I would like to point out that since we changed the listed use for the LCRA contract water to irrigation instead of municipal as it had been, those restrictions would only have applied to raw used on the golf course. The amount of raw water that was used on the golf course from Sept. 2010 – August 2011 was 74.68 acre feet and the contract amount from LCRA is 75 acre feet of raw water. With the credit for the water that is reused on the golf course we would be allowed 74.68 acre feet of raw water to use on the golf course should these curtailment plans be needed. This will only apply if and when the combined storage of lakes Travis and Buchanan fall below 600,000 acre feet AND the LCRA board declares a drought worst than the drought of record, which was in the late 1950's.
7. Since last month, Southwest Engineers has sent 2 additional requests for information. Some of the information requested goes back to 1990 and has required extensive research by our staff to collect. I spoke with the project engineer yesterday and they are being very diligent on this project and want to make sure that they give us all of the information that we need to plan for the ultimate build out of Meadowlakes.

City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012

Date: February 9, 2011

To: Honorable Mayor Williams and Council Persons

From: Johnnie Thompson, City Manager

Agenda Item: IV-H –General Fund Financial Report

1. Requested Council Agenda Date: February 14, 2012
 2. Contact Name & Number: Johnnie Thompson, City Manager-830-693-2951
 3. Place On: ☒ Consent ☐ New Business ☐ Old Business
 4. Budget Impact Statement Attached: ☐ Yes ☒ No ☐ N/A
 5. Original Copies of Documents Approved to from by City Attorney? ☐ Yes ☐ No ☒ N/A
-

6. Background:

Please find attached for your review and possible approval a copy of the January 2012 General Fund financial reports as prepared by Eileen. In comparing the cash on deposit to January 31st of last year we have approximately \$2,000 more on deposit. The actual available uncommitted funds (cash less allocated funds/payables) is about \$2,000 greater as well.

In comparing this year's revenue to those at the same time last year we have had about \$20,000 in additional revenue entirely contributed to the increase in property tax income. January 2012 income compared to January 2011 is \$62,000 greater, again due to increased income from property taxes. Last year at the end of January 93.8% of the property taxes had been collected and this compares to 91.5% for this year.

In comparing normal operating expense (not including debt service transfers) our year-to-date expenses are about \$10,000 less than last year at this time. This is due mainly to having only two payroll periods in January compared to three in January of last year.

The fund net gain for the year as of January 31st was \$363,103 compared to \$232,188 at the end of January last year. The main reason for the large difference was due to the time frame in which tax income revenue was transferred to the Public Works Fund. If you back out debt service transfers the net gain for this year as of January 31st is \$468,000 compared to \$436,000 at this time last year.

**CITY OF MEADOWLAKES
FINANCIAL POSITION
January 31, 2012**

FUND BALANCES

CASH FUNDS

<i>American Bank - Checking Account</i>	\$ 10,273	
<i>American Bank - Money Market Account</i>	\$ 370,192	
<i>Petty Cash</i>	\$ 150	
<i>Total Cash</i>		\$ 380,615

OTHER FUNDS

<i>Wells Fargo Money Market</i>	\$ 54,579	
<i>American Bank CD .355% matures 3/10/11</i>	\$ 50,513	
 <i>Texas Dept Transportation - Escrow</i>	 \$ 200	
<i>Total Other Funds</i>		\$ 105,292

TOTAL FUNDS AVAILABLE	\$ 485,907
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ALLOCATED FUNDS

<i>Patio Cover</i>	\$ 1,305	
<i>Judicial - Security Fund</i>	\$ 81	
<i>Judicial - Technical Fund</i>	\$ 108	
<i>Court - Time Payment Plan</i>	\$ 125	
<i>Insurance - Storm Damage</i>	\$ 24,472	
<i>Clean-up Deposits</i>	\$ 1,500	
<i>Inspection Deposits</i>	\$ 1,250	
Total Allocated Funds		\$ 28,841

FUND BALANCE LESS ALLOCATED FUNDS	\$ 457,066
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RESERVE FUNDS

<i>Emergency Operating Expense-4 months</i>	\$ 130,000	
<i>Total Reserve Funds</i>		\$ 130,000

FUND BALANCE LESS ALLOCATED AND RESERVE FUNDS	\$ 327,066
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**CITY OF MEADOWLAKES
REVENUE & EXPENDITURES
October 1, 2011 - September 30, 2012
January 31, 2012**

	Current Month	YTD 1/31/2012	Budget 2011-2012	Difference
<u>REVENUE</u>				
TAXES				
<i>Ad Valorem Tax</i>	\$ 268,043	\$ 539,634	\$ 589,280	\$ (49,646)
<i>PEC Franchise Tax</i>	\$ 8,031	\$ 20,477	\$ 39,000	\$ (18,523)
<i>Cable Franchise Tax</i>	\$ -	\$ -	\$ 9,500	\$ (9,500)
<i>Telephone Franchise Tax</i>	\$ -	\$ 1,829	\$ 8,500	\$ (6,671)
<i>Liquor Tax</i>	\$ 242	\$ 560	\$ 1,000	\$ (440)
Total Taxes	\$ 276,316	\$ 562,500	\$ 647,280	87%
CITY BUILDING PERMITS				
<i>Home Permits</i>	\$ -	\$ 200	\$ 1,200	\$ (1,000)
Commercial Permits	\$ -	\$ -	\$ -	\$ -
<i>Remodeling Permits</i>	\$ -	\$ 350	\$ 750	\$ (400)
<i>Fence & Deck Permits</i>	\$ 150	\$ 300	\$ 1,000	\$ (700)
<i>Hot Tubs/playscape</i>	\$ -	\$ -	\$ -	\$ -
<i>Pool Permits</i>	\$ -	\$ -	\$ 300	\$ (300)
<i>Replats</i>	\$ -	\$ 100	\$ 100	\$ -
Total City Building Permits	\$ 150	\$ 950	\$ 3,350	28%
JUDICIAL				
<i>Court Costs</i>	\$ 270	\$ 541	\$ 4,000	\$ (3,459)
<i>Judicial Fines</i>	\$ 250	\$ 575	\$ 4,000	\$ (3,425)
<i>Failure to Appear</i>	\$ -	\$ -	\$ -	\$ -
<i>OMNI</i>	\$ -	\$ -	\$ -	\$ -
<i>Administrative Fee</i>	\$ 10	\$ 10	\$ 100	\$ (90)
Total Judicial	\$ 530	\$ 1,126	\$ 8,100	14%
DIVIDENDS & INTEREST EARNED				
Dividends & Interest	\$ 107	\$ 307	\$ 1,500	\$ (1,193)
Total Dividends & Interest Earned	\$ 107	\$ 307	\$ 1,500	20%
OTHER REVENUE				
<i>Pet Registration Fee</i>	\$ 140	\$ 520	\$ 1,300	\$ (780)
<i>Sale-City Directory</i>	\$ -	\$ -	\$ 50	\$ (50)
<i>Open Records Request</i>	\$ -	\$ -	\$ 50	\$ (50)
Total Other Revenue	\$ 140	\$ 520	\$ 1,400	37%
TOTAL REVENUE	\$ 277,243	\$ 565,403	\$ 661,630	85%

**CITY OF MEADOWLAKES
REVENUE & EXPENDITURES
October 1, 2011 - September 30, 2012
January 31, 2012**

	Current Month	YTD 1/31/2012	Budget 2011-2012	Difference
<u>EXPENDITURES</u>				
BCAD				
Quarterly Charges	\$ -	\$ 2,866	\$ 12,000	\$ 9,134
Legal & Collection	\$ 488	\$ 779	\$ 1,500	\$ 721
Interest & Income Credit	\$ -	\$ -	\$ -	\$ -
Tax Hearing	\$ -	\$ -	\$ 500	\$ 500
Total BCAD	\$ 488	\$ 3,645	\$ 14,000	26%
CITY BUILDING COMMITTEE				
Membership	\$ -	\$ 125	\$ 200	\$ 75
Supplies/Expense	\$ -	\$ -	\$ 300	\$ 300
Total City Building Committee	\$ -	\$ 125	\$ 500	25%
ORDINANCE ENFORCEMENT				
Employee	\$ 470	\$ 2,174	\$ 6,500	\$ 4,326
FICA/Med	\$ 36	\$ 166	\$ 500	\$ 334
Insurance - Workers' Comp	\$ -	\$ 170	\$ 300	\$ 130
Vehicle Operation	\$ 188	\$ 682	\$ 1,800	\$ -
Communications	\$ 18	\$ 101	\$ -	\$ (101)
Motor Vehicle Inquires	\$ 23	\$ 92	\$ -	\$ -
Supplies/Expense	\$ -	\$ -	\$ 525	\$ 525
Total Ordinance Enforcement	\$ 735	\$ 3,385	\$ 9,625	35%
ANIMAL CONTROL				
Contract Agreement	\$ 600	\$ 2,400	\$ 8,000	\$ 5,600
Insurance - Workers' Comp	\$ -	\$ 80	\$ 200	\$ 120
Pet Holding Fee/Rabies	\$ -	\$ 94	\$ 250	\$ 156
Communications	\$ 18	\$ 80	\$ -	\$ (80)
Supplies/Expense	\$ -	\$ -	\$ 750	\$ 750
Total Animal Control	\$ 618	\$ 2,654	\$ 9,200	29%
EMERGENCY MANAGEMENT/FLOOD PLAIN				
Training & Travel	\$ -	\$ -	\$ 800	\$ 800
Membership	\$ -	\$ 85	\$ 300	\$ 215
Expense	\$ -	\$ -	\$ 250	\$ 250
Total Flood Plain Administrator	\$ -	\$ 85	\$ 1,350	6%
TRAFFIC CONTROL				
Salary & Wages	\$ 2,306	\$ 7,287	\$ 25,000	\$ 17,713
FICA/Med	\$ 176	\$ 347	\$ 1,925	\$ 1,578
Insurance-Workers' Comp	\$ -	\$ 300	\$ 500	\$ 200
Insurance - Law Enf Liability	\$ -	\$ 1,010	\$ 1,000	\$ (10)
Unemployment Expense	\$ -	\$ -	\$ 500	\$ 500
Misc	\$ -	\$ -	\$ 500	\$ 500
Total Traffic Control	\$ 2,482	\$ 8,944	\$ 29,425	30%

**CITY OF MEADOWLAKES
REVENUE & EXPENDITURES
October 1, 2011 - September 30, 2012
January 31, 2012**

EXPENDITURES-Page 2

	Current Month	YTD 1/31/2012	Budget 2011-2012	Difference
MUNICIPAL COURT				
Education	\$ -	\$ 234	\$ 500	\$ 266
State Court Costs	\$ 228	\$ 516	\$ 3,000	\$ 2,484
Prosecuting Attorney	\$ -	\$ 125	\$ 2,000	\$ 1,875
Office Lease - Judge Adams	\$ 200	\$ 600	\$ 2,400	\$ 1,800
Bailiff Services	\$ -	\$ -	\$ 500	\$ 500
Child Safety & Seat Belt Fine	\$ -	\$ -	\$ 100	\$ 100
Administrative Expense	\$ 445	\$ 544	\$ 600	\$ 56
Total Municipal Court	\$ 873	\$ 2,019	\$ 9,100	22%
LEGAL				
City Attorney - Code	\$ 1,148			
City Attorney - General	\$ 546	\$ 546	\$ 7,500	\$ 6,954
Total Legal	\$ 546	\$ 546	\$ 7,500	7%
INSURANCE				
Liability	\$ -	\$ 629	\$ 2,200	\$ 1,571
Errors & Omissions	\$ -	\$ 926	\$ 200	\$ (726)
Crime	\$ -	\$ 164	\$ 450	\$ 286
Insurance - Worker's Comp Refund	\$ -	\$ -	\$ -	\$ -
Total Insurance	\$ -	\$ 1,719	\$ 2,850	60%
ADMINISTRATIVE				
EMPLOYEE EXPENDITURES				
Salary - Exempt Employee	\$ 10,298	\$ 24,029	\$ 89,250	\$ 65,221
Salary - Non-exempt Employees	\$ 4,854	\$ 11,392	\$ 52,500	\$ 41,108
FICA/Medicare	\$ 1,332	\$ 2,877	\$ 11,325	\$ 8,448
Longevity Pay	\$ 2,257	\$ 2,257	\$ 4,200	\$ 1,943
Reserve - Payroll	\$ -	\$ -	\$ 4,000	\$ 4,000
Retirement	\$ 305	\$ 659	\$ 3,000	\$ 2,341
Health Insurance	\$ 1,996	\$ 3,594	\$ 15,000	\$ 11,406
Insurance - Worker's Comp	\$ -	\$ 240	\$ 700	\$ 460
Disability	\$ 152	\$ 298	\$ -	\$ (298)
Bond - Manager	\$ -	\$ -	\$ -	\$ -
Payroll Expense	\$ (27)	\$ (2)	\$ -	\$ 2
Drug Test	\$ -	\$ -	\$ -	\$ -
Other Benefits	\$ 79	\$ 79	\$ 250	\$ 171
Training	\$ 55	\$ 190	\$ 1,000	\$ 810
Dues & Membership	\$ -	\$ -	\$ 500	\$ 500
Mileage Allowance	\$ -	\$ -	\$ 350	\$ 350
Miscellaneous	\$ -	\$ -	\$ 650	\$ 650
Total Employee Training & Travel	\$ 21,301	\$ 45,612	\$ 182,725	25%
ADMINISTRATIVE OTHER				
Audit	\$ -	\$ -	\$ 3,500	\$ 3,500
City Directory	\$ -	\$ -	\$ 1,500	\$ 1,500
Election	\$ -	\$ -	\$ 1,400	\$ 1,400
Gifts, Flowers, etc	\$ 92	\$ 149	\$ -	\$ (149)
Office Supplies/Expense	\$ 19	\$ 576	\$ 4,000	\$ 3,424
Neighborhood Watch	\$ -	\$ 61	\$ 750	\$ 689
Copier - Lease	\$ 158	\$ 307	\$ 2,000	\$ 1,693
Postage	\$ 6	\$ 11	\$ 350	\$ 339
Membership/Dues	\$ -	\$ 487	\$ 700	\$ 213
Telephone	\$ 10	\$ 156	\$ 750	\$ 594
Miscellaneous	\$ -	\$ -	\$ 1,200	\$ 1,200
Office Equip Repair & Maint	\$ -	\$ -	\$ 500	\$ 500
Website Hosting & Update	\$ 336	\$ 336	\$ 2,000	\$ 1,664
Codification Expense	\$ -	\$ 2,940	\$ 10,000	\$ 7,060
Total Administrative Other	\$ 620	\$ 5,023	\$ 28,650	18%
Total Administrative Expense	\$ 21,921	\$ 50,635	\$ 211,375	24%

**CITY OF MEADOWLAKES
REVENUE & EXPENDITURES
October 1, 2011 - September 30, 2012
January 31, 2012**

<u>Current Month</u>	<u>YTD 1/31/2012</u>	<u>Budget 2011-2012</u>	<u>Difference</u>
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EXPENDITURES-Page 3

MUNICIPAL BUILDING

Maintenance & Repair	\$ -	\$ 687	\$ 2,500	\$ 1,813
Electric Service	\$ 166	\$ 672	\$ 3,500	\$ 2,828
Office Maintenance	\$ 260	\$ 780	\$ 4,000	\$ 3,220
Insurance-Real Estate & Pers Prop	\$ -	\$ 826	\$ 1,000	\$ 174
Total Municipal Building	\$ 426	\$ 2,966	\$ 11,000	27%

CONTRACT SERVICES

Marble Falls Area EMS Inc	\$ 2,792	\$ 8,375	\$ 33,500	\$ 25,125
Marble Falls Area Fire Dept Inc	\$ 2,343	\$ 7,030	\$ 27,300	\$ 20,270
Total Contract Services	\$ 5,135	\$ 15,405	\$ 60,800	25%

CAPITAL OUTLAY

Office Accessories	\$ -	\$ -	\$ 5,000	\$ 5,000
Land Acquisition	\$ -	\$ -	\$ 25,000	\$ 25,000
Total Capital Outlay	\$ -	\$ -	\$ 30,000	0%

CONTINGENCY FUND

General	\$ -	\$ -	\$ 20,000	\$ 20,000
Total Contingency Fund	\$ -	\$ -	\$ 20,000	0%

DEBT SERVICE

Transfer to RCC Fund	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Transfer to PWD Debt Service	\$ 74,752	\$ 105,173	\$ 290,000	\$ 184,827
Total Transfer to Debt Service	\$ 79,752	\$ 110,173	\$ 295,000	37%

TOTAL EXPENDITURES

\$ 112,975	\$ 202,300	\$ 711,725	
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REVENUE LESS EXPENDITURES

\$ 164,268	\$ 363,103	\$ (50,095)	
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City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012

Date: February 9, 2011

To: Honorable Mayor Williams and Council Persons

From: Johnnie Thompson, City Manager

Agenda Item: IV-I-Public Works January 2012 Financial Reports

1. **Requested Council Agenda Date:** February 14, 2012
 2. **Contact Name & Number:** Johnnie Thompson, City Manager-830-693-2951
 3. **Place On:** ☒ Consent ☐ New Business ☐ Old Business
 4. **Budget Impact Statement Attached:** ☐ Yes ☒ No ☐ N/A
 5. **Original Copies of Documents Approved to from by City Attorney?** ☐ Yes ☐ No
☒ N/A
-

6. Background:

Please find attached for your review and possible approval a copy of the January 2012 Public Works Fund financial statements. I will briefly review them for you below:

Page 1 Operating Cash Flow Analysis – The Public Works Fund (PWD) had a positive cash flow for January of slightly more than \$7,600 compared to December's negative cash flow of \$3,700. Over all for the year-to-date the fund has experienced a positive cash flow of \$35,500 which compares to \$6,200 in January of 2011 and at this time last year the fund had a positive cash flow in excess of \$48,000. I would expect due to the engineering, raw water and possible audit expenses all being paid in February that we will have a negative cash flow for the month.

Page 2 Debt Service Cash Flow Analysis – The Debt Service portion of the PWD Fund has a positive cash flow of nearly \$155,000 for the month and the year-to-date gain is nearly \$270,000. In February we will see a rather drastic negative cash flow due to a \$94,000 interest payment due at the end of February.

Page 3 & 4 Balance Sheet – In reviewing the balance sheet as of January 31st you will notice that the operating cash balance has risen over \$154,000 from this time last year and we have about \$3,500 more on deposit in the debt service fund. Operating receivables are about the same as at this time last year with the exception of about \$5,000 due the fund from the PFC for raw water used last year. Current payables are about \$11,000 greater than they were at this time last year and are also due to the LCRA raw water billing.

Page 5-8 Profit & Loss – The Fund revenues for the month were about as budgeted if you consider that we did not transfer any funds in from our reserves to cover expenses. Water income was slightly greater than that budgeted for the month and was very near those of January of 2011.

Total Revenues for the period of October through January are about \$32,000 greater than those budgeted for the period (backing out reserve transfers in) with the vast majority of the increase due to increased water sales and sale of surplus equipment. Comparing October-January of this fiscal year to the same period last fiscal year total revenues are up about \$12,000.

Expenses for the month of January were very near those budgeted. Employee expenses were about \$3,000 less than budgeted; \$1,500 less in administrative expenses, \$2,800 less in operating expenses and other expenses (garbage collection) were about \$800 less. Capital expenditures were \$3,000 greater than budgeted due to the partial payment on the water system engineering study. In comparing total expenses for October-January to those budgeted, expenses are approximately \$48,000 less with \$22,000 being contributed to less than budgeted employee expenses and \$20,000 less in operating expenses. Comparing the same period last year, total expenses are about \$23,000 greater which is entirely contributed to capital expenditures.

In January we actually had net loss of \$19,090 and for the October-January time period the fund had a net gain of \$11,088. January's loss is actually better than budgeted. Backing out January's budgeted transfer in from reserves, our net budgeted loss would have been \$23,000 for the month and backing out the total budgeted transfer in of \$55,000, the budgeted loss for October-January would have been \$69,638. Instead, as mentioned above we have a net gain for the period of \$11,000.

Page 9 Checks exceeding \$2500 – Most of the checks written in January exceeding \$2,500 were the normal reoccurring kind. Please find a brief description of those written exceeding this amount:

Public Works Fund

Ck. 12762-Allied Waste Systems-\$14,249.81-December 2011 solid waste contract expense
Ck. 12766-LCRA-\$3260.48-Municipal raw water expense December 2011
Ck. 12769-Southwest Engineers-\$4,496.25-Partial payment water system study
Ck. 12781-Techline Pipe-\$3,000-Water meter purchased

General Fund

Ck. 5849-Marble Falls EMS-\$2791.67-January 2012 contract
Ck. 5852-Municipal Code Corporation-\$2,245.00-Partial payment codification project
CK. 5861-Meadowlakes PWD-\$89,265.26-Property tax income transfer
Ck. 5865-Meadowlakes PWD-\$22,247.54-Property tax income transfer
Ck. 5870-Meadowlakes PWD-\$32,932.72-Property tax income transfer

City of Meadowlakes - Public Works Fund

Operating Cash Flow Analysis

	<i>Oct-11</i>	<i>Nov-11</i>	<i>Dec-11</i>	<i>Jan-12</i>	<i>Feb-12</i>	<i>Mar-12</i>	<i>Apr-12</i>	<i>May-12</i>	<i>Jun-12</i>	<i>Jul-12</i>	<i>Aug-12</i>	<i>Sep-12</i>
Beginning Cash Balance	\$ 378,405	\$ 384,429	\$ 413,118	\$ 409,351	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953
Cash Inflows (Income)												
Account Receivables	\$ 138,131	\$ 103,719	\$ 78,706	\$ 78,000								
Loan Proceeds	\$ 2,000	\$ -	\$ 2,000	\$ -								
Contract Services	\$ 6,667	\$ 6,667	\$ 6,667	\$ 6,667								
Miscellaneous/Other	\$ 1,900	\$ 8,842	\$ 11,671	\$ 2,236								
Total Cash Inflows	\$ 148,698	\$ 119,228	\$ 99,044	\$ 86,903	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Available Cash Balance	\$ 527,103	\$ 503,657	\$ 512,162	\$ 496,254	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953
Cash Outflows (Expenses)												
Prior Months Payables/Misc.	\$ 28,320	\$ 15,587	\$ 11,348	\$ 2,750								
Employee Expenses	\$ 29,964	\$ 25,457	\$ 42,210	\$ 27,370								
Administrative Expenses	\$ 15,310	\$ 3,913	\$ 1,909	\$ 2,415								
Operating Expenses	\$ 33,864	\$ 15,829	\$ 11,144	\$ 13,463								
Mowing Contract Expenses	\$ 16	\$ 114	\$ 475	\$ -								
Solid Waste Collection Expense	\$ 15,011	\$ 14,165	\$ 14,250	\$ 14,250								
Subtotal	\$ 122,485	\$ 75,065	\$ 81,336	\$ 60,247	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Cash Outflows:												
Capital Expenses	\$ 6,938	\$ 2,224	\$ 8,225	\$ 5,804								
Debt Service Transfer	\$ 13,250	\$ 13,250	\$ 13,250	\$ 13,250								
Subtotal	\$ 20,188	\$ 15,474	\$ 21,475	\$ 19,054	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cash Outflows	\$ 142,674	\$ 90,539	\$ 102,811	\$ 79,301	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Cash Balance	\$ 384,429	\$ 413,118	\$ 409,351	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953	\$ 416,953
Difference Beginning to End Cash	\$ 6,024	\$ 28,689	\$ (3,767)	\$ 7,602	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cash Increase/(Decrease) since beginning of Fiscal Year	\$ 38,548											

City of Meadowlakes - Public Works Fund

Debt Service Cash Flow Analysis

	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12
Beginning Cash Balance	\$ 16,008	\$ 35,804	\$ 64,878	\$ 130,650	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744
Cash Inflows (Income)												
Transfer in from PWD-Operating	\$ 13,250	\$ 13,250	\$ 13,250	\$ 13,250								
Transfer in from General-Tax Rev	\$ 6,542	\$ 15,810	\$ 52,489	\$ 141,844								
Miscellaneous/Other	\$ 4	\$ 14	\$ 33									
Total Cash Inflows	\$ 19,796	\$ 29,074	\$ 65,772	\$ 155,094	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Available Cash Balance	\$ 35,804	\$ 64,878	\$ 130,650	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744
Cash Outflows (Expenses)												
Interest-2008 CO Bonds	\$ -											
Interest-200 GO Bonds	\$ -											
Principal 2008 CO Bonds	\$ -											
Principal 2008 GO Bonds	\$ -											
Miscellaneous	\$ -											
Total Cash Outflows	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Cash Balance	\$ 35,804	\$ 64,878	\$ 130,650	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744	\$ 285,744
Difference Beginning to End Cash	\$ 19,796	\$ 29,074	\$ 65,772	\$ 155,094	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Cash Increase/(Decrease) since beginning of Fiscal Year	\$ 269,736											

(Approximately \$95,000 interest payment will be made in February 2012 and approximately \$355,000 in principal and interest will be made in August 2012.)

City of Meadowlakes-Utility Fund
Balance Sheet Prev Year Comparison
As of January 31, 2012

	Jan 31, 12	Jan 31, 11
ASSETS		
Current Assets		
Checking/Savings		
1000 · Operating Cash		
1010 · Petty Cash	\$ 400	\$ 400
1020 · American Bk Operating Checking	\$ 14,777	\$ 9,811
1030 · American Bk - Operating MM	\$ 401,777	\$ 252,015
1340 · American Bank - I&S	\$ -	\$ 359
Total 1000 · Operating Cash	\$ 416,953	\$ 262,585
1100 · Construction Cash		
1110 · American Bank - Construction	\$ -	\$ 2,860
1122 · 2008 Construction Fund Account	\$ -	\$ 16,096
Total 1100 · Construction Cash	\$ -	\$ 18,956
1300 · Debt Service		
1341 · Series 2008 Debt Service Accoun	\$ 285,744	\$ 282,202
Total 1300 · Debt Service	\$ 285,744	\$ 282,202
Total Checking/Savings	\$ 702,697	\$ 563,742
Accounts Receivable		
1600 · Advances to other Funds		
1601 · Loan to RCC Division	\$ 289,394	\$ 313,324
Total 1600 · Advances to other Funds	\$ 289,394	\$ 313,324
Total Accounts Receivable	\$ 289,394	\$ 313,324
Other Current Assets		
1500 · Operating Receivables		
1510 · Service Receivables	\$ 63,633	\$ 62,688
1515 · General Fund Receivables	\$ (185)	\$ (69)
1550 · Operating Maintenance Tax Rec.	\$ 3,147	\$ 3,147
1582 · PFC Receivable	\$ 5,263	\$ 10
1583 · RCC Receivable	\$ 280	\$ -
1584 · POA Receivables	\$ (7)	\$ 242
1500 · Operating Receivables - Other	\$ 130	\$ 130
Total 1500 · Operating Receivables	\$ 72,260	\$ 66,149
1800 · Operating Inventories		
1810 · Meter Inventory	\$ 971	\$ 971
1820 · Materials & Supplies Inventory	\$ 24,305	\$ 24,305
Total 1800 · Operating Inventories	\$ 25,276	\$ 25,276
Total Other Current Assets	\$ 97,536	\$ 91,424
Total Current Assets	\$ 1,089,626	\$ 968,491
Fixed Assets		
Total Fixed Assets	\$ 7,176,174	\$ 7,176,174
TOTAL ASSETS	\$ 8,265,800	\$ 8,144,664
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	\$ 52,417	\$ 44,954
3010 · Service Deposits Payable	\$ 71,732	\$ 66,338
3200 · Accured Interest Payable	\$ 15,845	\$ 15,845
3210 · Current Portion of Bonds Payabl	\$ 265,000	\$ 265,000
3560 · Deferred Operating Tax Revenue	\$ 3,147	\$ 3,147
2100 · Payroll Liabilities	\$ 21	\$ 21

City of Meadowlakes-Utility Fund
Balance Sheet Prev Year Comparison
As of January 31, 2012

	Jan 31, 12	Jan 31, 11
Total Other Current Liabilities	<u>\$ 408,162</u>	<u>\$ 395,304</u>
Long Term Liabilities		
3600 - Long Term Debt		
3611 - 2008 Certificates Obligations	\$ 3,555,000	\$ 3,555,000
3612 - 2008 General Obligations Bonds	<u>\$ 510,000</u>	<u>\$ 510,000</u>
Total 3600 - Long Term Debt	<u>\$ 4,065,000</u>	<u>\$ 4,065,000</u>
Total Long Term Liabilities	<u>\$ 4,065,000</u>	<u>\$ 4,065,000</u>
 Total Liabilities	 \$ 4,473,162	 \$ 4,460,304
 Equity		
3900 - Retained Earnings	\$ 517,118	\$ 406,098
4000 - General Fund Fund Balance	\$ 180,682	\$ 180,682
4010 - Reserved for Inventories	\$ 21,711	\$ 21,711
4020 - General Fund-Fixed Assets	\$ 2,752,834	\$ 2,752,834
4100 - Debt Service Fund	\$ 20,614	\$ 20,614
4200 - Capital Projects Fund	\$ 18,944	\$ 18,944
5000 - Opening Bal Equity	\$ (39)	\$ -
Net Income	<u>\$ 280,773</u>	<u>\$ 283,478</u>
Total Equity	<u>\$ 3,792,638</u>	<u>\$ 3,684,360</u>
TOTAL LIABILITIES & EQUITY	<u><u>\$ 8,265,800</u></u>	<u><u>\$ 8,144,664</u></u>

City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through January 2012

	<u>Jan 12</u>	<u>Budget Jan 12</u>	<u>Oct '11 - Jan 12</u>	<u>Budget Oct11-Jan12</u>
Income				
5010 · Water Revenue	\$ 19,103	\$ 18,000	\$ 106,826	\$ 87,000
5020 · Sewer Revenues	\$ 37,280	\$ 37,291	\$ 149,593	\$ 149,164
5030 · Garbage Revenue	\$ 16,177	\$ 16,167	\$ 64,689	\$ 64,664
5040 · Pump Fee Revenue	\$ -	\$ -	\$ 4	
5110 · Contract Services	\$ 6,667	\$ 6,667	\$ 26,667	\$ 26,668
5120 · Water Connect Fee Revenue	\$ -	\$ -	\$ 725	
5130 · Sewer Connect Fee Revenue	\$ -	\$ -	\$ 725	
5140 · Transfer Fee	\$ 150	\$ 208	\$ 625	\$ 834
5150 · Penalty & Interest Earned	\$ 639	\$ 521	\$ 2,685	\$ 2,082
5170 · Miscellaneous Revenues	\$ 855	\$ 146	\$ 11,490	\$ 584
5181 · Transfer in from Reserves	\$ -	\$ 22,500	\$ -	\$ 55,325
5200 · Interest earned on Investments	\$ -	\$ 208	\$ 473	\$ 834
Total Income	<u>\$ 80,870</u>	<u>\$ 101,708</u>	<u>\$ 364,500</u>	<u>\$ 387,155</u>
Expense				
Total 6100 · Employee Expenses	\$ 27,998	\$ 31,331	\$ 125,059	\$ 147,368
Total 6200 · Administrative Expenses	\$ 2,692	\$ 4,200	\$ 22,831	\$ 28,135
Total 6300 · Operating Expenses	\$ 21,199	\$ 24,007	\$ 58,418	\$ 78,283
Total 6400 · POA Contract Mowing Expense	\$ 1,070	\$ 900	\$ 1,986	\$ 1,850
Total 6500 · Other Expenses	\$ 14,250	\$ 15,083	\$ 56,915	\$ 60,332
Total 6650 · Capital Expenditures	\$ 19,502	\$ 13,500	\$ 35,202	\$ 32,500
8200 · Transfers Out to Debt Service	\$ 13,250	\$ 13,250	\$ 53,000	\$ 53,000
Total Expense	<u>\$ 99,960</u>	<u>\$ 102,271</u>	<u>\$ 353,412</u>	<u># \$ 401,468</u>
Net Income-Operating	<u>\$ (19,090)</u>	<u>\$ (563)</u>	<u>\$ 11,088</u>	<u># \$ (14,313)</u>

City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through January 2012

	<u>Jan 12</u>	<u>Budget Jan 12</u>	<u>Oct '11 - Jan 12</u>	<u>Budget Oct11- Jan12</u>
Expense				
6100 · Employee Expenses				
6110 · Salaries & Wages				
6410 · Salaries Exempt Employees	\$ 4,737	\$ 4,738	\$ 21,317	\$ 21,321
6415 · Salaries & Wages-Non-Exempt	\$ 15,900	\$ 18,840	\$ 59,747	\$ 84,520
6416 · Overtime & Standby Pay	\$ 877	\$ 770	\$ 11,724	\$ 3,464
6417 · Longevity Pay-Exempt/Non-Exempt	\$ -		\$ 3,925	\$ 4,000
Total 6110 · Salaries & Wages	<u>\$ 21,514</u>	<u>\$ 24,348</u>	<u>\$ 96,713</u>	<u>\$ 113,305</u>
6111 · Other Employee Expenses				
6120 · FICA Expense	\$ 1,646	\$ 1,900	\$ 7,405	\$ 8,800
6140 · Worker's Compensation Insurance	\$ 427	\$ -	\$ 5,037	\$ 5,000
6150 · Employee Insurance Expenses	\$ 3,345	\$ 3,833	\$ 11,790	\$ 15,333
6160 · Employee Retirement Expense	\$ 139	\$ 650	\$ 1,457	\$ 2,600
6170 · Employee Uniform Expense	\$ 259	\$ 290	\$ 1,112	\$ 1,180
6180 · Employee Training & Travel Exp	\$ 668	\$ 300	\$ 1,508	\$ 1,100
6560 · Payroll Expenses		\$ 10	\$ 38	\$ 50
Total 6111 · Other Employee Expenses	<u>\$ 6,484</u>	<u>\$ 6,983</u>	<u>\$ 28,347</u>	<u>\$ 34,063</u>
Total 6100 · Employee Expenses	<u>\$ 27,998</u>	<u>\$ 31,331</u>	<u>\$ 125,059</u>	<u>\$ 147,368</u>
6200 · Administrative Expenses				
6225 · Misc. Dues & Fees				
6226 · TECQ Fees	\$ 154	\$ 150	\$ 3,257	\$ 3,400
6227 · Other Misc. Dues & Fees	<u>\$ 200</u>	<u>\$ 1,200</u>	<u>\$ 200</u>	<u>\$ 1,400</u>
Total 6225 · Misc. Dues & Fees	<u>\$ 354</u>	<u>\$ 1,350</u>	<u>\$ 3,457</u>	<u>\$ 4,800</u>
6235 · Computer/Office Equip R&M	\$ 163	\$ 200	\$ 1,232	\$ 800
6240 · Software Update	\$ 731	\$ 950	\$ 756	\$ 1,400
6245 · Office Equipment Rental	\$ 96	\$ 100	\$ 288	\$ 400
6250 · Office Supplies	\$ 349	\$ 400	\$ 958	\$ 1,600
6255 · Postage Expense	\$ 532	\$ 300	\$ 1,023	\$ 1,300
6260 · Telephone Expense	\$ 433	\$ 500	\$ 1,378	\$ 2,000
6270 · Insurance - GL & Property	\$ -		\$ 13,621	\$ 15,000
6280 · Bad Debts	\$ -	\$ 250	\$ 2	\$ 250
6282 · Miscellaneous	<u>\$ 35</u>	<u>\$ 150</u>	<u>\$ 115</u>	<u>\$ 585</u>
Total 6200 · Administrative Expenses	<u>\$ 2,692</u>	<u>\$ 4,200</u>	<u>\$ 22,831</u>	<u>\$ 28,135</u>
6300 · Operating Expenses				
6301 · Water Treatment Operational Exp				
6305 · Water Treatment Electrical	\$ 1,112	\$ 2,000	\$ 8,213	\$ 9,000
6310 · Heating Fuel-WTP	\$ -	\$ 750	\$ -	\$ 1,500
6313 · Raw Water Purchase-LCRA	\$ 5,736	\$ 3,425	\$ 10,696	\$ 5,175
6314 · R&M-Plant & Pump Station	\$ 64	\$ 1,250	\$ 1,305	\$ 5,000

City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through January 2012

	<u>Jan 12</u>	<u>Budget Jan 12</u>	<u>Oct '11 - Jan 12</u>	<u>Budget Oct11- Jan12</u>
6316 · WTP Chemical Expense	\$ 4,562	\$ 2,000	\$ 6,953	\$ 4,000
6320 · Water Outside Testing Expense	\$ 107	\$ 167	\$ 260	\$ 668
6328 · Distribution Repair & Maint.	\$ -	\$ 500	\$ 841	\$ 3,000
6331 · Water Plant Renovations	\$ -	\$ 5,000	\$ -	\$ 10,000
6355 · Meter Purchased	\$ 3,000	\$ -	\$ 3,642	\$ 3,500
6360 · Tap Materials-Water	\$ -	\$ -	\$ -	\$ 1,000
Total 6301 · Water Treatment Operational Exp	\$ 14,580	\$ 15,092	\$ 31,910	\$ 42,843
6302 · Wastewater Operational Expenses				
6304 · Wastewater Electrical	\$ 2,250	\$ 2,300	\$ 8,540	\$ 9,200
6311 · Propane-Wastewater	\$ -	\$ 500	\$ -	\$ 1,000
6317 · WWTP Chemicals	\$ 192	\$ 750	\$ 1,172	\$ 3,000
6318 · Outside Testing Wastewater	\$ 91	\$ 150	\$ 334	\$ 950
6321 · Collection System R&M	\$ 564	\$ 200	\$ 564	\$ 900
6322 · Irrigation Maintenance Expense	\$ -	\$ 400	\$ 33	\$ 1,800
6324 · Irrigation Electric Subsidy	\$ 625	\$ 625	\$ 1,875	\$ 2,500
6327 · WWTP Repair & Maintenance	\$ 591	\$ 1,500	\$ 4,358	\$ 6,000
Total 6302 · Wastewater Operational Expenses	\$ 4,313	\$ 6,425	\$ 16,876	\$ 25,350
6303 · Other Operational Expenses				
6329 · R&M-Building/Misc.	\$ 760	\$ 400	\$ 2,119	\$ 1,700
6330 · Vehicle Repair & Maintenance	\$ 136	\$ 400	\$ 857	\$ 1,700
6332 · Mahan Property Upkeep	\$ -	\$ 670	\$ -	\$ 250
6335 · Machinery Repair & Maintenance	\$ 462	\$ -	\$ 1,786	\$ 2,670
6340 · Vehicle & Machinery Fuel				
6341 · Vehicle Fuel	\$ 774	\$ 670	\$ 1,924	\$ 2,670
Total 6340 · Vehicle & Machinery Fuel	\$ 774	\$ 670	\$ 1,924	\$ 2,670
6345 · Equipment Lease/Rental	\$ -	\$ 200	\$ 275	\$ 200
6350 · Miscellaneous Operational Exp.	\$ 33	\$ 150	\$ 1,945	\$ 650
6365 · Small Tools	\$ 140	\$ -	\$ 726	\$ 250
Total 6303 · Other Operational Expenses	\$ 2,305	\$ 2,490	\$ 9,632	\$ 10,090
Total 6300 · Operating Expenses	\$ 21,199	\$ 24,007	\$ 58,418	\$ 78,283
6400 · POA Contract Mowing Expense				
6420 · POA Equipment R&M	\$ 1,070	\$ 750	\$ 1,330	\$ 1,050
6430 · Consumable Supplies - POA	\$ -	\$ 50	\$ -	\$ 100
6450 · Fuel - POA	\$ -	\$ 100	\$ 327	\$ 450
6460 · Small Tools - POA	\$ -	\$ -	\$ 328	\$ 250
Total 6400 · POA Contract Mowing Expense	\$ 1,070	\$ 900	\$ 1,986	\$ 1,850

City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
October 2011 through January 2012

	<u>Jan 12</u>	<u>Budget Jan 12</u>	<u>Oct '11 - Jan 12</u>	<u>Budget Oct11- Jan12</u>
6500 - Other Expenses				
6510 - Garbage Service Expense	\$ 14,250	\$ 15,083	\$ 56,915	\$ 60,332
Total 6500 - Other Expenses	<u>\$ 14,250</u>	<u>\$ 15,083</u>	<u>\$ 56,915</u>	<u>\$ 60,332</u>
 6650 - Capital Expenditures				
6651 - TX Water Dev. Board Grant - MF	\$ -	\$ -	\$ 5,000	\$ 5,000
6652 - Assets Purchased				
66550 - Equipment Purchased	\$ -	\$ -	\$ 4,800	
66551 - Building Addition @ STP	\$ 1,055	\$ -	\$ 6,956	
6652 - Assets Purchased - Other	\$ -	\$ 1,000	\$ -	\$ 5,000
6654 - Engineering Study	\$ 18,446	\$ 5,000	\$ 18,446	\$ 5,000
6656 - SCADA Upgrades/Replacement	\$ -	\$ 7,500	\$ -	\$ 17,500
Total 6652 - Assets Purchased	<u>\$ 19,502</u>	<u>\$ 13,500</u>	<u>\$ 30,202</u>	<u>\$ 27,500</u>
 Total 6650 - Capital Expenditures	<u>\$ 19,502</u>	<u>\$ 13,500</u>	<u>\$ 35,202</u>	<u>\$ 32,500</u>
 8200 - Transfers Out to Debt Service	<u>\$ 13,250</u>	<u>\$ 13,250</u>	<u>\$ 53,000</u>	<u>\$ 53,000</u>
 Total Expense	<u><u>\$ 99,960</u></u>	<u><u>\$ 102,271</u></u>	<u><u>\$ 353,412</u></u>	<u><u>\$ 401,468</u></u>
 Net Ordinary Income-Operating	<u>\$ (19,090)</u>	<u>\$ (563)</u>	<u>\$ 11,088</u>	<u>\$ (14,313)</u>
 Other Income/Expense				
Other Income				
9000 - Debt Service Rev. (Transfers)				
9001 - Transfer in from Operating	\$ 13,250	\$ 13,250	\$ 53,000	\$ 53,000
9002 - Transfer in from General	\$ 141,844	\$ 142,500	\$ 216,685	\$ 207,500
Total 9000 - Debt Service Rev. (Transfers)	<u>\$ 155,094</u>	<u>\$ 155,750</u>	<u>\$ 269,685</u>	<u>\$ 260,500</u>
Total Other Income	<u>\$ 155,094</u>	<u>\$ 155,750</u>	<u>\$ 269,685</u>	<u>\$ 260,500</u>
Net Other Income-Debt Service	<u>\$ 155,094</u>	<u>\$ 155,750</u>	<u>\$ 269,685</u>	<u>\$ 260,500</u>
 Fund Net Income	<u><u>\$ 136,004</u></u>	<u><u>\$ 155,187</u></u>	<u><u>\$ 280,774</u></u>	<u><u>\$ 246,187</u></u>

**City of Meadowlakes-
Checks Exceeding \$2500
January 2012**

Date	CK#	Issue To:	Amount	Description
PUBLIC WORKS FUND				
01/12/2012	12762	Allied Waste Services #843	-14,249.81	Dec. 2011 Solid Waste
01/12/2012	12766	LCRA	-3,260.48	Raw Water for municipal use
01/12/2012	12769	Southwest Engineers	-4,496.25	Partial payment water engineering study
01/19/2012	12781	Techline Pipe L.P.	-3,000.00	Purchase water meters

GENERAL FUND				
01/04/2012	5849	Marble Falls Area EMS Inc	-2,791.67	January 12 contract
01/04/2012	5852	Municipal Code Corporation	-2,450.00	Partical payment codeifiction
01/10/2012	5861	Meadowlakes Public Works Division-Tax	-89,265.26	Property tax income transfer
01/23/2012	5865	Meadowlakes Public Works Division-Tax	-22,247.54	Property tax income transfer
01/31/2012	5870	Meadowlakes Public Works Division-Tax	-32,932.72	Property tax income transfer

AGENDA ITEM IV-J-PFC January Financials

Hidden Falls Golf Club (New)
Balance Sheet
As of January 31, 2012

	<u>Jan 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · DBA Hidden Falls Checking	
03-1016 · Operating Account - Checking 57	343.30
03-1020 · Operating Account - MM 00	18,594.98
03-1022 · TABC Security Bond	5,000.00
03-1100 · Petty Cash	650.00
Total 1000 · DBA Hidden Falls Checking	<u>24,588.28</u>
 Total Checking/Savings	 24,588.28
 Accounts Receivable	
11000 · Accounts Receivable	
03-1520 · Other Receivables	3,215.32
Total 11000 · Accounts Receivable	<u>3,215.32</u>
 Total Accounts Receivable	 3,215.32
 Other Current Assets	
03-1799 · Other Committed Cash Accounts	
03-1046 · State Comptroller Bond	7,500.00
Total 03-1799 · Other Committed Cash Accounts	<u>7,500.00</u>
 03-1991 · Good Will, Net	 -35,259.97
1800 · Inventory	
1807 · Food & Beverage Inventory	
1810 · Food Inventory	4,993.71
1815 · Beer Inventory	1,624.72
1816 · Wine Inventory	180.51
1817 · Liquor Inventory	567.22
1820 · Beverage Inventory	971.72
Total 1807 · Food & Beverage Inventory	<u>8,337.88</u>
 Total 1800 · Inventory	 8,337.88
 1812 · Pre-Paid License	4,464.25
Total Other Current Assets	<u>-14,957.84</u>
 Total Current Assets	 12,845.76
 Fixed Assets	
1900 · Fixed Asset	
03-1950 · Equipment - Maintenance	19,716.99
03-1955 · New Course Construction	4,878.69
03-1956 · Accum Depreciation Improvements	-316.84
03-1965 · Capital Repair	4,626.51
03-1966 · Accum Depreciation M&E	-1,742.26
03-1990 · Good Will	193,929.82
Total 1900 · Fixed Asset	<u>221,092.91</u>
 Total Fixed Assets	 221,092.91

Hidden Falls Golf Club (New)
Balance Sheet
As of January 31, 2012

	Jan 31, 12
Other Assets	
1500 · Golf Fund Receivables	
1510 · Member Dues-Receiveables	10,868.17
1520 · Other Receivables	-3,215.32
Total 1500 · Golf Fund Receivables	<u>7,652.85</u>
Total Other Assets	<u>7,652.85</u>
TOTAL ASSETS	<u><u>241,591.52</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	
03-2040 · Misc. Payables	3,229.50
03-2041 · Tips Payable	-1.75
03-2042 · Due to Utility Fund	331.25
2000 · Accounts Payable - Other	24,357.29
Total 2000 · Accounts Payable	<u>27,916.29</u>
Total Accounts Payable	27,916.29
Other Current Liabilities	
03-2000 · Current Liabilites	
03-2024 · Alcohol Tax Payable	868.70
03-2025 · Credit Book Payable	-589.53
03-2026 · Sales Tax Payable	922.74
03-4000 · Payroll Liabilities	1,893.78
Total 03-2000 · Current Liabilites	<u>3,095.69</u>
Total Other Current Liabilities	<u>3,095.69</u>
Total Current Liabilities	31,011.98
Long Term Liabilities	
03-3550 · Short Term Debt	
03-3555 · Loan Payable From Utility Fund	287,385.69
Total 03-3550 · Short Term Debt	<u>287,385.69</u>
Total Long Term Liabilities	<u>287,385.69</u>
Total Liabilities	318,397.67
Equity	
40000 · Retained Earnings	-89,417.13
Net Income	12,610.98
Total Equity	<u>-76,806.15</u>
TOTAL LIABILITIES & EQUITY	<u><u>241,591.52</u></u>

Hidden Falls G.C.
Actual v. Budget

	<i>FY2011 Jan. Budget</i>	<i>FY2011 Jan. Actual</i>	<i>FY2012 January Budget</i>	<i>FY2012 Jan. Actual</i>	<i>FY12 Jan. Var.</i>	<i>%</i>	<i>FY2012 YTD Budget</i>	<i>FY2012 YTD Actual</i>	<i>FY12 YTD Var.</i>
<u>Golf Revenue</u>									
<i>Membership</i>	\$35,416.66	\$32,907.75	\$35,000.00	\$29,029.95	-\$5,970.05		\$139,000.00	\$122,520.51	-\$16,479.49
<i>Initiation Fee</i>	\$250.00	\$350.00	\$166.00	\$0.00	-\$166.00		\$666.00	\$273.00	-\$393.00
<i>Green Fees</i>	\$8,833.33	\$8,673.57	\$10,000.00	\$9,568.89	-\$431.11		\$43,500.00	\$42,023.46	-\$1,476.54
<i>Cart Rental</i>	\$7,250.00	\$3,855.70	\$7,000.00	\$5,362.62	-\$1,637.38		\$30,500.00	\$27,825.62	-\$2,674.38
<i>Range</i>	\$2,000.00	\$1,779.68	\$2,000.00	\$1,820.46	-\$179.54		\$8,200.00	\$5,594.38	-\$2,605.62
<i>Merch.</i>	\$6,000.00	\$10,217.41	\$10,000.00	\$4,324.26	-\$5,675.74		\$29,500.00	\$22,884.21	-\$6,615.79
<i>Tournament</i>	\$3,083.33	\$432.48	\$2,100.00	\$2,157.66	\$57.66		\$9,100.00	\$7,053.45	-\$2,046.55
<i>Total Golf Revenue</i>	\$62,833.32	\$58,216.59	\$66,266.00	\$52,263.84	-\$14,002.16	-21.13%	\$260,466.00	\$228,174.63	-\$32,291.37
<u>F & B Revenue</u>									
<i>Food</i>	\$9,000.00	\$8,555.44	\$10,500.00	\$8,994.86	-\$1,505.14		\$55,000.00	\$46,148.31	-\$8,851.69
<i>Beverage</i>	\$266.66	\$372.24	\$300.00	\$419.03	\$119.03		\$1,600.00	\$1,503.49	-\$96.51
<i>Liquor</i>	\$1,916.66	\$1,131.65	\$1,600.00	\$1,035.08	-\$564.92		\$7,600.00	\$7,034.83	-\$565.17
<i>Beer</i>	\$4,500.00	\$3,538.29	\$3,500.00	\$3,813.49	\$313.49		\$18,000.00	\$16,198.99	-\$1,801.01
<i>Wine</i>	\$683.33	\$988.39	\$1,000.00	\$489.23	-\$510.77		\$3,800.00	\$3,339.77	-\$460.23
<i>Total F & B Revenue</i>	\$16,366.65	\$14,586.01	\$16,900.00	\$14,751.69	-\$2,148.31	-12.71%	\$86,000.00	\$74,225.39	-\$11,774.61
<u>Tennis/Swim Revenue</u>									
<i>Tennis Fees</i>	\$208.33	\$127.50	\$150.00	\$105.00	-\$45.00		\$600.00	\$448.00	-\$152.00
<i>Swim Fees</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
<i>Total Tennis/Swim Revenue</i>	\$208.33	\$127.50	\$150.00	\$105.00	-\$45.00	-30.00%	\$600.00	\$448.00	-\$152.00
<i>Other Revenue</i>	\$0.00	\$1.78	\$2.00	\$283.08	\$281.08	14054.00%	\$8.00	\$6,130.97	\$6,122.97
Total Revenue	\$79,408.30	\$72,931.88	\$83,318.00	\$67,403.61	-\$15,914.39	-19.10%	\$347,074.00	\$308,978.99	-\$38,095.01

**Hidden Falls G.C.
Actual v. Budget**

	FY2011 Jan. Budget	FY2011 Jan. Actual	FY2012 January Budget	FY2012 Jan. Actual	FY12 Jan. Var.	%	FY2012 YTD Budget	FY2012 YTD Actual	FY12 YTD Var.
<u>Gen. & Admin. Expenses</u>									
Accounting	\$83.33	\$0.00	\$83.33	\$0.00	-\$83.33		\$333.32	\$0.00	-\$333.32
Advertising	\$750.00	\$847.03	\$833.33	\$1,236.96	\$403.63		\$3,333.32	\$3,730.43	\$397.11
Audit	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Bank Charges	\$41.66	\$2.00	\$41.66	\$0.00	-\$41.66		\$166.64	\$0.00	-\$166.64
Cash Over/Short	\$0.00	\$20.76	\$0.00	-\$25.70	-\$25.70		\$0.00	\$178.27	\$178.27
Cleaning	\$250.00	\$10.00	\$250.00	\$317.42	\$67.42		\$1,000.00	\$1,006.42	\$6.42
Bookkeeping	\$208.33	\$0.00	\$225.00	\$0.00	-\$225.00		\$900.00	\$840.00	-\$60.00
Credit Card Discount	\$833.33	\$798.81	\$1,200.00	\$699.25	-\$500.75		\$4,000.00	\$3,585.41	-\$414.59
Dues & Subscriptions	\$83.33	\$69.17	\$100.00	\$100.00	\$0.00		\$400.00	\$413.65	\$13.65
Insurance - Health	\$916.66	\$607.12	\$1,333.00	\$224.08	-\$1,108.92		\$5,333.00	\$4,750.12	-\$582.88
Insurance - Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$4,700.00	\$4,770.00	\$70.00
Insurance - Liability	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$5,500.00	\$3,591.00	-\$1,909.00
Insurance - WC	\$0.00	\$0.00	\$0.00	\$861.06	\$861.06		\$12,000.00	\$9,978.06	-\$2,021.94
Interest	\$600.00	\$526.33	\$458.33	\$0.00	-\$458.33		\$1,833.33	\$0.00	-\$1,833.33
Lease - Facility	\$10.00	\$10.00	\$1,000.00	\$0.00	-\$1,000.00		\$4,000.00	\$3,000.00	-\$1,000.00
Lease - Office	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
Member Relations	\$83.33	\$0.00	\$100.00	\$0.00	-\$100.00		\$400.00	\$234.45	-\$165.55
Misc.	\$125.00	\$150.00	\$125.00	\$44.20	-\$80.80		\$500.00	\$600.38	\$100.38
New Hire	\$125.00	\$0.00	\$125.00	\$0.00	-\$125.00		\$500.00	\$0.00	-\$500.00
Office Supplies	\$375.00	\$194.35	\$350.00	\$355.31	\$5.31		\$1,400.00	\$859.01	-\$540.99
Pest Control	\$33.33	\$0.00	\$100.00	\$0.00	-\$100.00		\$200.00	\$0.00	-\$200.00
Postage	\$183.33	\$132.00	\$175.00	\$135.00	-\$40.00		\$700.00	\$399.00	-\$301.00
Repair & Maint.	\$416.66	\$601.13	\$500.00	\$0.00	-\$500.00		\$2,000.00	\$1,331.89	-\$668.11
Security	\$29.16	\$29.74	\$32.00	\$31.64	-\$0.36		\$128.00	\$126.56	-\$1.44
Signage	\$25.00	\$0.00	\$50.00	\$0.00	-\$50.00		\$200.00	\$0.00	-\$200.00
Software Maint.	\$166.66	\$42.22	\$50.00	\$42.22	-\$7.78		\$300.00	\$168.88	-\$131.12
Supplies	\$375.00	\$61.70	\$600.00	\$481.44	-\$118.56		\$2,400.00	\$2,720.36	\$320.36
Training & Travel	\$83.33	\$0.00	\$175.00	\$0.00	-\$175.00		\$700.00	\$150.00	-\$550.00
Unemployment	\$250.00	\$904.98	\$750.00	\$2,724.49	\$1,974.49		\$1,500.00	\$2,724.49	\$1,224.49
Utilities - Electric	\$166.66	\$145.89	\$200.00	\$134.05	-\$65.95		\$675.00	\$504.21	-\$170.79
Utilities - Phone	\$191.66	\$0.00	\$166.66	\$150.00	-\$16.66		\$666.64	\$752.16	\$85.52
Utilities - Trash	\$166.66	\$0.00	\$166.66	\$0.00	-\$166.66		\$666.64	\$470.85	-\$195.79
Utilities - Sewer/Water	\$216.66	\$289.25	\$300.00	\$302.65	\$2.65		\$1,350.00	\$1,442.60	\$92.60

Hidden Falls G.C.
Actual v. Budget

	<i>FY2011 Jan. Budget</i>	<i>FY2011 Jan. Actual</i>	<i>FY2012 January Budget</i>	<i>FY2012 Jan. Actual</i>	<i>FY12 Jan. Var.</i>	<i>%</i>	<i>FY2012 YTD Budget</i>	<i>FY2012 YTD Actual</i>	<i>FY12 YTD Var.</i>
<i>Total G & A Expenses</i>	\$11,789.08	\$5,442.48	\$9,489.97	\$7,814.07	-\$1,675.90	-17.66%	\$57,785.89	\$48,328.20	-\$9,457.69
<u>Pro Shop Expenses</u>									
<i>Wages</i>	\$9,250.00	\$12,230.23	\$14,000.00	\$12,332.69	-\$1,667.31		\$41,000.00	\$37,739.28	-\$3,260.72
<i>Payroll Tax</i>	\$708.33	\$882.47	\$700.00	\$837.17	\$137.17		\$3,100.00	\$2,660.52	-\$439.48
<i>Cart - Lease</i>	\$2,410.83	\$2,410.80	\$2,410.00	\$2,963.97	\$553.97		\$9,640.00	\$10,196.37	\$556.37
<i>Cart - Repair</i>	\$83.33	\$149.69	\$75.00	\$0.00	-\$75.00		\$300.00	\$0.00	-\$300.00
<i>Cart - Utilities</i>	\$183.33	\$151.17	\$170.00	\$145.94	-\$24.06		\$720.00	\$701.98	-\$18.02
<i>Consumable Supplies</i>	\$316.66	\$78.93	\$300.00	\$122.64	-\$177.36		\$1,200.00	\$771.03	-\$428.97
<i>Merch. Reimbursement</i>	\$6,000.00	\$10,217.41	\$10,000.00	\$4,324.26	-\$5,675.74		\$29,500.00	\$22,884.21	-\$6,615.79
<i>Misc. Supplies</i>	\$83.33	\$0.00	\$75.00	\$1,548.12	\$1,473.12		\$350.00	\$1,648.12	\$1,298.12
<i>Tournament Expense</i>	\$20.83	\$0.00	\$50.00	\$0.00	-\$50.00		\$200.00	\$100.00	-\$100.00
<i>Utilities</i>	\$416.66	\$362.24	\$480.00	\$467.19	-\$12.81		\$1,860.00	\$1,987.18	\$127.18
<i>Dues & Fees</i>	\$83.33	\$0.00	\$50.00	\$0.00	-\$50.00		\$200.00	\$15.00	-\$185.00
<i>Total Pro Shop Expenses</i>	\$19,556.63	\$26,482.94	\$28,310.00	\$22,741.98	-\$5,568.02	-19.67%	\$88,070.00	\$78,703.69	-\$9,366.31
<u>Maintenance Expenses</u>									
<i>Wages</i>	\$13,500.00	\$13,857.31	\$15,000.00	\$11,271.55	-\$3,728.45		\$49,000.00	\$44,978.65	-\$4,021.35
<i>Payroll Tax</i>	\$1,041.66	\$1,106.44	\$1,300.00	\$882.43	-\$417.57		\$4,100.00	\$3,477.83	-\$622.17
<i>Contract Labor</i>	\$125.00	\$39.88	\$250.00	\$308.13	\$58.13		\$1,000.00	\$2,294.14	\$1,294.14
<i>Chemicals</i>	\$750.00	\$375.58	\$800.00	\$199.84	-\$600.16		\$3,300.00	\$602.08	-\$2,697.92
<i>Dues & Subscriptions</i>	\$41.66	\$0.00	\$100.00	\$0.00	-\$100.00		\$200.00	\$0.00	-\$200.00
<i>Equipment Lease</i>	\$6,100.00	\$6,300.00	\$6,300.00	\$0.00	-\$6,300.00		\$25,200.00	\$18,900.00	-\$6,300.00
<i>Equipment Repair</i>	\$1,250.00	\$816.11	\$1,400.00	\$967.30	-\$432.70		\$5,800.00	\$3,035.00	-\$2,765.00
<i>Equipment Rental</i>	\$125.00	\$0.00	\$50.00	\$0.00	-\$50.00		\$200.00	\$0.00	-\$200.00
<i>Course Accessories</i>	\$333.33	\$0.00	\$300.00	\$314.37	\$14.37		\$1,500.00	\$314.37	-\$1,185.63
<i>Fertilizer</i>	\$1,750.00	\$0.00	\$1,000.00	\$361.01	-\$638.99		\$4,500.00	\$1,269.02	-\$3,230.98
<i>Fuel & Lubricants</i>	\$1,166.66	\$0.00	\$1,200.00	\$0.00	-\$1,200.00		\$5,400.00	\$1,969.51	-\$3,430.49
<i>Irrigation Repair</i>	\$750.00	\$0.00	\$500.00	\$0.00	-\$500.00		\$1,800.00	\$1,175.02	-\$624.98
<i>Landscape Supplies</i>	\$25.00	\$0.00	\$0.00	\$0.00	\$0.00		\$100.00	\$0.00	-\$100.00
<i>Misc.</i>	\$225.00	\$144.32	\$200.00	\$144.32	-\$55.68		\$600.00	\$577.28	-\$22.72
<i>Sand & Soil</i>	\$458.33	\$0.00	\$0.00	\$0.00	\$0.00		\$700.00	\$0.00	-\$700.00

**Hidden Falls G.C.
Actual v. Budget**

	<i>FY2011 Jan. Budget</i>	<i>FY2011 Jan. Actual</i>	<i>FY2012 January Budget</i>	<i>FY2012 Jan. Actual</i>	<i>FY12 Jan. Var.</i>	<i>%</i>	<i>FY2012 YTD Budget</i>	<i>FY2012 YTD Actual</i>	<i>FY12 YTD Var.</i>
<i>Seed & Sod</i>	\$416.66	\$2,250.57	\$500.00	\$0.00	-\$500.00		\$8,000.00	\$4,674.14	-\$3,325.86
<i>Small Tools</i>	\$83.33	\$69.46	\$125.00	\$0.00	-\$125.00		\$500.00	\$459.11	-\$40.89
<i>Supplies</i>	\$416.66	\$341.19	\$300.00	\$324.01	\$24.01		\$1,500.00	\$1,064.25	-\$435.75
<i>Tree & Shrub</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00
<i>Utilities - Bldg.</i>	\$141.66	\$98.53	\$120.00	\$137.24	\$17.24		\$550.00	\$719.98	\$169.98
<i>Utilities - Irrigation</i>	\$250.00	\$491.56	\$0.00	\$489.70	\$489.70		\$300.00	\$849.72	\$549.72
<i>Utilities - LCRA</i>	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00		\$700.00	\$2,990.66	\$2,290.66
<i>Utilities - Sewer/Water</i>	\$233.33	\$156.19	\$200.00	\$163.93	-\$36.07		\$900.00	\$685.66	-\$214.34
<i>Vehicle Repair</i>	\$41.66	\$0.00	\$50.00	\$0.00	-\$50.00		\$200.00	\$0.00	-\$200.00
<i>Total Maint. Expenses</i>	\$29,724.94	\$26,047.14	\$29,695.00	\$15,563.83	-\$14,131.17	-47.59%	\$116,050.00	\$90,036.42	-\$26,013.58
<u>F & B Expenses</u>									
<i>Wages</i>	\$7,083.33	\$8,214.21	\$11,000.00	\$8,661.19	-\$2,338.81		\$31,000.00	\$30,671.18	-\$328.82
<i>Payroll Tax</i>	\$541.66	\$509.56	\$800.00	\$543.03	-\$256.97		\$2,250.00	\$1,945.56	-\$304.44
<i>Contract Labor</i>	\$333.33	\$1,441.14	\$1,000.00	\$2,052.78	\$1,052.78		\$6,000.00	\$7,887.97	\$1,887.97
<i>Beer/Wine</i>	\$2,333.33	\$1,660.89	\$2,000.00	\$1,624.97	-\$375.03		\$9,000.00	\$8,497.03	-\$502.97
<i>Beverage</i>	\$366.66	\$373.21	\$300.00	\$441.37	\$141.37		\$1,400.00	\$1,449.36	\$49.36
<i>Liquor</i>	\$458.33	\$926.85	\$800.00	\$277.61	-\$522.39		\$2,800.00	\$2,170.81	-\$629.19
<i>Food</i>	\$3,550.00	\$1,472.49	\$3,200.00	\$1,963.91	-\$1,236.09		\$14,300.00	\$14,742.27	\$442.27
<i>Linen</i>	\$366.66	\$240.07	\$400.00	\$319.70	-\$80.30		\$2,200.00	\$2,126.42	-\$73.58
<i>Other Supplies</i>	\$375.00	\$517.27	\$500.00	\$780.15	\$280.15		\$2,600.00	\$3,751.51	\$1,151.51
<i>Equipment Repair</i>	\$62.50	\$0.00	\$50.00	\$0.00	-\$50.00		\$200.00	\$0.00	-\$200.00
<i>Equipment Rental</i>	\$62.50	\$60.70	\$63.00	\$0.00	-\$63.00		\$250.00	\$182.10	-\$67.90
<i>Licenses & Permits</i>	\$291.66	\$0.00	\$0.00	\$0.00	\$0.00		\$687.50	\$637.75	-\$49.75
<i>Music</i>	\$83.33	\$100.00	\$100.00	\$0.00	-\$100.00		\$400.00	\$200.00	-\$200.00
<i>Propane</i>	\$333.33	\$0.00	\$500.00	\$0.00	-\$500.00		\$2,400.00	\$810.00	-\$1,590.00
<i>Television</i>	\$25.00	\$21.98	\$25.00	\$21.98	-\$3.02		\$100.00	\$92.92	-\$7.08
<i>Utilities - Electric</i>	\$1,000.00	\$543.37	\$800.00	\$700.79	-\$99.21		\$3,100.00	\$2,980.75	-\$119.25
<i>Utilities - Water/Sewer</i>	\$29.16	\$0.00	\$25.00	\$0.00	-\$25.00		\$100.00	\$0.00	-\$100.00
<i>Total F & B Expenses</i>	\$17,295.78	\$16,081.74	\$21,563.00	\$17,387.48	-\$4,175.52	-19.36%	\$78,787.50	\$78,145.63	-\$641.87

**Hidden Falls G.C.
Actual v. Budget**

	<i>FY2011 Jan. Budget</i>	<i>FY2011 Jan. Actual</i>	<i>FY2012 January Budget</i>	<i>FY2012 Jan. Actual</i>	<i>FY12 Jan. Var.</i>	<i>%</i>		<i>FY2012 YTD Budget</i>	<i>FY2012 YTD Actual</i>	<i>FY12 YTD Var.</i>
<u>Pool Expenses</u>										
<i>Wages</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
<i>Payroll Tax</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
<i>Contract Labor</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00
<i>Repair & Maint.</i>	\$541.66	\$250.00	\$300.00	\$250.00	-\$50.00			\$1,200.00	\$900.00	-\$300.00
<i>Supplies</i>	\$150.00	\$76.97	\$100.00	\$236.22	\$136.22			\$500.00	\$485.17	-\$14.83
<i>Total Pool Expenses</i>	\$691.66	\$326.97	\$400.00	\$486.22	\$86.22	21.56%		\$1,700.00	\$1,385.17	-\$314.83
<u>Tennis Expenses</u>										
<i>Repair & Maint.</i>	\$62.50	\$0.00	\$63.00	\$0.00	-\$63.00			\$250.00	\$0.00	-\$250.00
<i>Supplies</i>	\$20.83	\$0.00	\$62.00	\$0.00	-\$62.00			\$250.00	\$63.22	-\$186.78
<i>Total Tennis Expenses</i>	\$83.33	\$0.00	\$125.00	\$0.00	-\$125.00	-100.00%		\$500.00	\$63.22	-\$436.78
<u>Operational Expenses</u>										
<i>Loan Principal Payable</i>	\$2,484.00	\$2,473.67	\$2,000.00	\$0.00	-\$2,000.00			\$8,000.00	\$6,000.00	-\$2,000.00
<i>Capital Expenditures</i>	\$166.66	\$0.00	\$333.33	\$0.00	-\$333.33			\$1,333.33	\$0.00	-\$1,333.33
<i>Total Oper. Expenses</i>	\$2,650.66	\$2,473.67	\$2,333.33	\$0.00	-\$2,333.33	-100.00%		\$9,333.33	\$6,000.00	-\$3,333.33
<i>Total Expenses</i>	\$81,792.08	\$76,854.94	\$91,916.30	\$63,993.58	-\$27,922.72	-30.38%		\$352,226.72	\$302,662.33	-\$49,564.39
Net Income / Loss	-\$2,383.78	-\$3,923.06	-\$8,598.30	\$3,410.03	\$12,008.33	-139.66%		-\$5,152.72	\$6,316.66	\$11,469.38
<i>Transfers to Reserves</i>	\$0.00	\$0.00	\$500.00	\$0.00				\$500.00	\$0.00	
<i>Operating Income / Loss</i>	<i>-\$2,383.78</i>	<i>-\$3,923.06</i>	<i>-\$9,098.30</i>	<i>\$3,410.03</i>						

**Hidden Falls Golf Club
Cash Flow Budget
FY 2012**

	Budget Oct. '11	Actual Oct. '11	Budget Nov. '11	Actual Nov. '11	Budget Dec. '11	Actual Dec. '11	Budget Jan. '12	Actual Jan. '12	Budget Feb. '12
<i>Beginning Cash</i>	\$51,092.05	\$27,711.35	\$38,310.75	\$10,164.76	\$50,012.45	\$15,461.87	\$55,225.13	\$15,320.04	\$50,626.83
<i>Cash Inflows</i>									
<i>Golf Revenue</i>	\$66,867.00	\$66,794.24	\$64,666.00	\$58,842.14	\$62,667.00	\$50,274.41	\$66,266.00	\$52,263.84	\$61,867.00
<i>F & B Revenue</i>	\$24,000.00	\$17,364.87	\$17,000.00	\$16,719.94	\$28,100.00	\$25,388.89	\$16,900.00	\$14,751.69	\$20,600.00
<i>Swim/Tennis Rev</i>	\$150.00	\$137.00	\$150.00	\$121.00	\$150.00	\$85.00	\$150.00	\$105.00	\$150.00
<i>Other</i>	<u>\$2.00</u>	<u>\$29.29</u>	<u>\$5,002.00</u>	<u>\$0.61</u>	<u>\$2.00</u>	<u>\$5,817.99</u>	<u>\$7,502.00</u>	<u>\$283.08</u>	<u>\$2,500.00</u>
<i>Total Inflows</i>	\$91,019.00	\$84,325.40	\$86,818.00	\$75,683.69	\$90,919.00	\$81,566.29	\$90,818.00	\$67,403.61	\$85,117.00
<i>Cash Before Outflows</i>	\$142,111.05	\$112,036.75	\$125,128.75	\$85,848.45	\$140,931.45	\$97,028.16	\$146,043.13	\$82,723.65	\$135,743.83
<i>Cash Outflows</i>									
<i>Expenses</i>	\$102,466.97	\$91,215.26	\$73,282.97	\$70,389.32	\$77,560.48	\$71,034.20	\$89,582.97	\$63,993.58	\$74,727.00
<i>Debt Service</i>	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
<i>Cap. Ex.</i>	\$333.33	\$0.00	\$333.33	\$0.00	\$333.34	\$0.00	\$333.33	\$0.00	\$333.33
<i>Payables</i>	-\$1,000.00	\$8,656.73	-\$500.00	-\$2,002.74	\$1,000.00	\$4,209.67	\$3,500.00	-\$208.21	-\$500.00
<i>Prepays</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$4,812.50	\$4,464.25	\$0.00	\$0.00	\$0.00
<i>Total Outflows</i>	\$103,800.30	\$101,871.99	\$75,116.30	\$70,386.58	\$85,706.32	\$81,708.12	\$95,416.30	\$63,785.37	\$76,560.33
<i>Ending Cash</i>	\$38,310.75	\$10,164.76	\$50,012.45	\$15,461.87	\$55,225.13	\$15,320.04	\$50,626.83	\$18,938.28	\$59,183.50

**Hidden Falls Golf Club
Cash Flow Budget
FY 2012**

	Actual Feb. '12	Budget Mar. '12	Actual Mar. '12	Budget Apr. '12	Actual Apr. '12	Budget May '12	Actual May '12	Budget Jun. '12
<i>Beginning Cash</i>	\$18,938.28	\$59,183.50		\$68,279.15		\$82,607.82		\$86,014.49
<i>Cash Inflows</i>								
<i>Golf Revenue</i>		\$75,166.00		\$68,367.00		\$68,666.00		\$65,667.00
<i>F & B Revenue</i>		\$19,300.00		\$23,300.00		\$18,900.00		\$16,100.00
<i>Swim/Tennis Rev</i>		\$200.00		\$200.00		\$1,400.00		\$1,600.00
<i>Other</i>		<u>\$2.00</u>		<u>\$2.00</u>		<u>\$2.00</u>		<u>\$2.00</u>
<i>Total Inflows</i>		\$94,668.00		\$91,869.00		\$88,968.00		\$83,369.00
<i>Cash Before Outflows</i>		\$153,851.50		\$160,148.15		\$171,575.82		\$169,383.49
<i>Cash Outflows</i>								
<i>Expenses</i>		\$76,926.51		\$78,207.00		\$81,728.00		\$82,425.53
<i>Debt Service</i>		\$2,000.00		\$2,000.00		\$2,000.00		\$2,000.00
<i>Cap. Ex.</i>		\$333.34		\$333.33		\$333.33		\$333.34
<i>Payables</i>		\$7,000.00		-\$3,000.00		\$1,500.00		-\$1,000.00
<i>Prepays</i>		-\$687.50		\$0.00		\$0.00		-\$687.50
<i>Total Outflows</i>		\$85,572.35		\$77,540.33		\$85,561.33		\$83,071.37
<i>Ending Cash</i>		\$68,279.15		\$82,607.82		\$86,014.49		\$86,312.12

**Hidden Falls Golf Club
Cash Flow Budget
FY 2012**

Actual Jun. '12	Budget Jul. '12	Actual Jul. '12	Budget Aug. '12	Actual Aug. '12	Budget Sep. '12	Actual Sep. '12
<i>Beginning Cash</i>	\$86,312.12		\$66,409.77		\$57,593.42	
<i>Cash Inflows</i>						
<i>Golf Revenue</i>	\$63,767.00		\$60,367.00		\$61,667.00	
<i>F & B Revenue</i>	\$15,200.00		\$14,400.00		\$17,200.00	
<i>Swim/Tennis Rev</i>	\$1,400.00		\$1,100.00		\$350.00	
<i>Other</i>	<u>\$2.00</u>		<u>\$2.00</u>		<u>\$2.00</u>	
<i>Total Inflows</i>	\$80,369.00		\$75,869.00		\$79,219.00	
<i>Cash Before Outflows</i>	\$166,681.12		\$142,278.77		\$136,812.42	
<i>Cash Outflows</i>						
<i>Expenses</i>	\$96,438.02		\$83,352.02		\$75,216.53	
<i>Debt Service</i>	\$2,000.00		\$2,000.00		\$2,000.00	
<i>Cap. Ex.</i>	\$333.33		\$333.33		\$333.34	
<i>Payables</i>	\$1,500.00		-\$1,000.00		-\$1,000.00	
<i>Prepays</i>	\$0.00		\$0.00		-\$687.50	
<i>Total Outflows</i>	\$100,271.35		\$84,685.35		\$75,862.37	
<i>Ending Cash</i>	\$66,409.77		\$57,593.42		\$60,950.05	

City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012

Date: February 3rd, 2012

To: Honorable Mayor Williams and Council Persons

From: Stephanie Littleton

Agenda Item: IV-- Resolution 12-003, Spay Day

1. **Requested Council Agenda Date:** February 14, 2012
 2. **Contact Name & Number:** Stephanie Littleton – 830-693-6840
 3. **Place On:** ☐ Consent ☒ New Business ☐ Old Business
 4. **Budget Impact Statement Attached:** ☐ Yes ☐ No ☒ N/A
 5. **Original Copies of Documents Approved to Form By City Attorney:** ☐ Yes
☐ No ☒ N/A
-

6. Background:

Meadowlakes resident Jan Phillips works closely with Pet PALS, a non-profit group that provides affordable spay and neuter services in our area. Mrs. Phillips has asked the City to pass Resolution 12-003, which declares Saturday, February 18th as “Spay Day”, the purpose of which is to encourage residents to have their pets spayed and neutered. I recommend that you pass this Resolution.

Meadowlakes City Council
Resolution 12-003
Designating Saturday, February 18, 2012, as “Spay Day”

WHEREAS, pets provide companionship to more than 71,000,000 households in the United States; and

WHEREAS, humane societies and animal shelters have to put down more than four million cats, dogs, rabbits and other animals each year, many of whom are healthy and adoptable, due to a lack of critical resources and public awareness; and

WHEREAS, this tragic overpopulation of pets costs citizens and taxpayers of this country millions of dollars annually through animal service programs aimed at coping with the millions of homeless animals; and

WHEREAS, spaying and neutering has been shown to dramatically reduce the overpopulation of pets and feral cats, proving to be a wise investment in saving animal lives and taxpayer dollars; and

WHEREAS, veterinarians, national and local animal protection organizations, and private citizens have joined together again to advocate the spaying and neutering of pets and feral cats on “Spay Day 2012”;

Now, therefore, be it RESOLVED by the Meadowlakes City Council, that February 18, 2012, is designated “Spay Day.” The City council is authorized and requested to issue a proclamation calling upon the people of Meadowlakes to observe the day by having their own pets spayed or neutered or by sponsoring the spaying or neutering of another person’s pet or of an animal in a shelter awaiting adoption.

PASSED AND APPROVED THIS THE 14th DAY OF FEBRUARY, 2012.

Don Williams, Mayor

ATTEST:

Stephanie Littleton, City Secretary

**City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012**

Date: February 9, 2011

To: Honorable Mayor Williams and Council Persons

From: Johnnie Thompson, City Manager

Subject: Agenda Item: VII-A-Fiscal Year 2011 Audit Report-Resolution #12-004

1. Requested Council Agenda Date: February 14, 2012
 2. Contact Name & Number: Johnnie Thompson, City Manager-830-693-2951
 3. Place On: ☐ Consent ☒ New Business ☐ Old Business
 4. Budget Impact Statement Attached: ☐ Yes ☒ No ☐ N/A
 5. Original Copies of Documents Approved to from by City Attorney? ☐ Yes ☐ No
☒ N/A
-

6. Background:

Under separate cover please find a draft copy of the Fiscal Year 2011 audit as prepared by the firm of Neffendorf, Knopp, Doss & Company, P.C. of Fredericksburg. The firm was retained to perform an independent audit of the City's governmental and proprietary funds. Included with the audit is the audit of the Meadowlakes Public Facility Corporation even though it is not shown as component part of the audit report. A separate report addressing the Corporation will be presented separately.

In general we received a clean bill of health from the auditors as expressed in the attached letter at the back of the audit report. One item that may be confusing is the move of a portion of the existing debt service fund from the Public Works Fund to the General Fund. It is my understanding that this was necessary due to utilization of a portion of the property tax for retirement of the debt. Mr. Neffendorf will brief you in more detail on this subject.

On page 3 you will find the highlights of FY 2011. The City's assets exceeded its liabilities by \$3.944 million compared to \$3.617 million at the end of FY 2010, a \$327,000 increase. This increase is approximately \$61,000 less than FY2010's.

The General Fund ended the year with a \$32,444 increase in its fund balance, which brings the fund balance to \$255,719. In FY 2010 we had a \$75,631 increase.

The Enterprise Fund (mainly the Public Works Fund) balance increased \$342,016 to \$674,258. Remember that a portion of this fund balance is the approximately \$293,000 loan to the PFC. In FY 2010 we had a fund balance increase of \$307,407.

Please find attached for your review and possible approval Resolution #12-004 which adopts the audit report and directs the City Secretary to properly file it.

7. Recommendation:

I would recommend that you adopt the audit and accompany resolution after your review of it with the auditor.

City of Meadowlakes

RESOLUTION NUMBER 12-004

February 14, 2012

A RESOLUTION ACCEPTING THE FISCAL YEAR 2011 AUDIT, FINANCIAL STATEMENT AND OPINION FOR FISCAL YEAR ENDING SEPTEMBER 30, 2011, AS PREPARED BY NEFFENDORF, KNOPP, DOSS & COMPANY, P.C. CERTIFIED PUBLIC ACCOUNTS, AND AUTHORIZING THE CITY SECRETARY TO FILE THE AUDIT IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 103.003, TEXAS LOCAL GOVERNMENT CODE.

WHEREAS, pursuant to Texas Local Government Code Chapter 103.001, the governing body of each municipality shall cause an annual audit to be made of the accounts and records of all departments, boards, and agencies under its jurisdiction that receive and disburse funds at the end of each fiscal year; and

WHEREAS, the City Council of the City of Meadowlakes retained the firm of Neffendorf, Knopp, Doss & Company, P.C. Certified Accounts, to perform the City's Fiscal Year 2010-11 audit; and

WHEREAS, the City Council of the City of Meadowlakes has been presented the Audit Report for Fiscal Year 2010-2011 by Mr. Keith Neffendorf with the firm of Neffendorf, Knopp, Doss & Company, P.C. on February 14, 2012; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Meadowlakes, Burnet County, Texas, the City Council do hereby accept the Audit Report of the financial records of the City of Meadowlakes, Burnet County, Texas for Fiscal Year 2010-2011, and that the City Secretary be hereby authorized to file the audit and accompanying statements and opinion as required by the provisions of Chapter 103.003, Texas Local Government Code.

PASSED AND APPROVED this 14th day of February, 2012.

Don Williams, Mayor

ATTEST:

Stephanie Littleton, City Secretary

**City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012**

Date: February 9, 2011

To: Honorable Mayor Williams and Council Persons

From: Johnnie Thompson, City Manager

Agenda Item: New Business

Agenda Item #VII-B-Action/Discussion: Amendment of the Annual
Reimbursement Cost Agreement-Resolution #12-005

1. Requested Council Agenda Date: February 14, 2012
 2. Contact Name & Number: Johnnie Thompson, City Manager-830-693-2951
 3. Place On: ☐ Consent ☒ New Business ☐ Old Business
 4. Budget Impact Statement Attached: ☐ Yes ☒ No ☐ N/A
 5. Original Copies of Documents Approved to from by City Attorney? ☐ Yes ☐ No
☒ N/A
-

6. Background:

As you may recall at your meeting last month a discussion was held among the Council regarding the financial condition of the Meadowlakes Public Facility Corporation (PFC). A motion was made to suspend the monthly principal payment made by the PFC to the Public Works Fund until October 1, 2012 and that the City would advance the funds to cover the PFC's equipment lease/purchase payment in the amount of approximately \$28,825 due in May of 2012. The PFC would be required to repay the advance prior to the end of fiscal year 2012. It was also mentioned that the Meadowlakes Property Owners Association (POA) would be considering making a donation to the City in an amount equal to the equipment lease/purchase payment. The POA met and approved making a donation to the City in the amount necessary to cover the final equipment lease/purchase payment on behalf of the PFC.

7. Action Required:

Please find attached for your review and possible approval Resolution #12-005 which addresses the amendment of the Annual Reimbursement Cost Agreement (ARCA). This resolution authorizes the change in the ARCA to accomplish the above mentioned action. The following changes have been made to the original resolution adopted on September 13, 2011:

- Lines 28 through 32 were added to define the need to change the ARCA agreement.

- Lines 41 through 43 states that upon adoption the resolution supersede all prior agreements related to the specific subject manner.
- Dates have been changed to reflect the adoption date of February 14, 2011.
- In Exhibit "A" all references to repayment of the equipment lease/purchase have been deleted due to the POA making the payment for them.
- The loan repayment paragraph was changed to reflect that all principal payments were suspended until October 1, 2012.

8. Recommendation:

I would recommend that the attached resolution and accompanying revised ARCA be approved. Once it is approved by Council Mr. Hawkins advised that he would call a meeting of the PFC in order to consider adopting the revised ARCA.

City of Meadowlakes

RESOLUTION NUMBER #12-005

February 14, 2012

A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS ESTABLISHING THE FISCAL YEAR 2012 ANNUAL REIMBURSEMENT COST AGREEMENT (ARCA) BETWEEN THE CITY OF MEADOWLAKES AND THE MEADOWLAKES PUBLIC FACILITY CORPORATION.

WHEREAS, MEADOWLAKES PUBLIC FACILITY CORPORATION (Corporation) a duly formed governmental entity as authorized in Chapter 303, Texas Local Government Code, and the CITY OF MEADOWLAKES, Burnet County, Texas a General Law Municipality governmental entity ("City"), as authorized by Section 791.001 of the Texas Government Code did enter into a binding , "Agreement Between the City of Meadowlakes and the Meadowlakes Public Facility Corporation for the Management of the Golf Course and Clubhouse Operations" and accompanying "Operating Lease Agreement" herein after referred to as "Agreements" both duly adopted by both parties, with a binding effective date of October 1, 2011, and;

WHEREAS, said Agreements requires that an Annual Reimbursement Cost Agreement (ARCA) document be prepared for the purposes of identifying specific items that are subject to reimbursement and associated cost between both parties thereof for the forthcoming fiscal year, and;

WHEREAS, an ARCA for Fiscal Year 2012 which begins on October 1, 2011 and ends on September 30, 2012 has been prepared by the City based on the Agreements and;

WHEREAS, both the City and the Corporation executed said ARCA agreement on or about September 13, 2011 and;

WHEREAS, both the City and the Corporation find and determine that it is in the best interest of both parties to amend said ARCA agreement adopted on September 13, 2011 and;

WHEREAS, the City and the MPFC are required to formally adopt the ARCA prior to September 15th of each new fiscal year.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Meadowlakes, hereby authorize the Mayor to formally transmit the attached Amended ARCA and adoption agreement (Exhibit "A") to the Corporation, with a request that the ARCA be reviewed and formally adopted by the Meadowlakes Public Facility Corporation Board of Directors. Upon the adoption of said ARCA agreement by both parties it will supersede any prior agreements between the parties with respect to the subject manner addressed by the ARCA.

PASSED AND APPROVED this 14th day of February, 2012

Don Williams, Mayor

ATTEST:

Stephanie Littleton, City Secretary

DRAFT

88
89 ***Exhibit "A"***
90

91 **CITY OF MEADOWLAKES**
92 **AMENDED MEADOWLAKES PUBLIC FACILITY CORPORATION**
93 **ANNUAL REIMBURSEMENT COST AGREEMENT**
94 **FISCAL YEAR 2012**
95 **(Amended February 14, 2012)**
96

97 The City of Meadowlakes and the Meadowlakes Public Facility Corporation do hereby adopt the
98 accompanying Amended Annual Reimbursement Cost Agreement as a binding commitment of
99 the parties for the purpose of governing and controlling the items subject to reimbursement
100 between the parties and the related cost for the Fiscal Year 2012 as hereby established as per
101 the attached Exhibit "A"; titled Fiscal Year 2012 Annual Reimbursement Cost Agreement.
102

103 This Agreement constitutes the entire agreement between the parties pertaining to the subject
104 matter hereof, and this Agreement supersedes all prior agreements with respect to the subject
105 matter of this Agreement. This Agreement may not be amended except with the expressed
106 written consent of the governing bodies of both entities hereto.
107

108 **AGREEMENT**
109

110 WHEREAS, PREMISES CONSIDERED, the Annual Reimbursement Cost Agreement hereby
111 attached as Exhibit "A" was approved by the governing body of each entity, hereto, and
112 approved on the date so indicated below, and an effective date of February 15th, 2012.
113

114 **City of Meadowlakes**
115

116 APPROVED this ____ day of February 2012.
117

118 SIGNED:

ATTEST:

119 _____
120
121 Don Williams, Mayor

Stephanie Littleton, City Secretary

122 **Meadowlakes Public Facilities Corporation**

123 APPROVED this ____ day of _____, 2012.

124 SIGNED:

ATTEST:

125 _____
126 Steve Hawkins, President
127 Board of Directors

Patti Wray, Secretary
Board of Directors

Exhibit "A"
Amended FY 2012 Annual Reimbursement Cost Agreement (ARCA)
Between
City of Meadowlakes (City) and the Meadowlakes Public Facility Corporation
(PFC)
(Amended February 14, 2012)

RECURRING EXPENSES REIMBURSED DIRECTLY TO CITY BY THE PFC

- 1. Lease** of Hidden Falls Golfing Complex per the terms Operating Lease Agreement executed by both parties dated September 13, 2011. **-\$12,000 per year paid monthly due and payable by the first day of each month.**
- 2. Loan** repayment as addressed in the "Agreement Between the City of Meadowlakes and the Meadowlakes Public Facility Corporation for the Management of the Golf Course and Clubhouse Operations" executed by both parties on September 12, 2011 All payments shall be suspended until October 1st, 2012.
- 3. Raw Water** reimbursed monthly based on usage due and payable by the 15th of the month following usage; PFC responsible for all cost associated with the purchase of additional raw water (LCRA) as per the terms and conditions as established in Section A50 of the Code of Ordinance of the City as may be amended.

VARIABLE EXPENSES REIMBURSED DIRECTLY TO THE CITY BY THE PFC

1. Cost of providing, property, liability, and worker's compensation insurance provided by the City's insurance carrier. The actual amount to be determined based on actual costs of providing such coverage's. All associated cost to be paid within five (5) days of billing.
2. Prorated share of conducting annual audit by the City's independent auditor, due and payable within thirty (30) days of invoicing for said services.

RECURRING EXPENSES REIMBURSED DIRECTLY TO THE PFC BY CITY

The City's Public Works Fund will credit the PFC a total of \$7,500 per year in 12 equal payments of \$625 per month toward the PFC's monthly lease as addressed above.

OPTIONAL SERVICES PROVIDED BY CITY TO PFC OR PFC TO CITY – Cost of such services and/or equipment shall be based on cost of providing such services and/or equipment.

1. Supplies shall be reimbursed at actual cost.
2. Labor shall be reimbursed on actual labor cost including benefits and shall be due upon invoicing.
3. Use of equipment and/or resources shall be based on established rates and fees and is due upon invoicing.

City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012

Date: February 3rd, 2012

To: Honorable Mayor Williams and Council Persons

From: Stephanie Littleton

Agenda Item: VII A-C, Election Information

1. **Requested Council Agenda Date:** February 14, 2012
 2. **Contact Name & Number:** Stephanie Littleton – 830-693-6840
 3. **Place On:** ☐ Consent ☒ New Business ☐ Old Business
 4. **Budget Impact Statement Attached:** ☐ Yes ☐ No ☒ N/A
 5. **Original Copies of Documents Approved to Form By City Attorney:** ☐ Yes
☐ No ☒ N/A
-

6. Background:

On May 12th we will be holding a General Election. The places that are up for election are the Mayor and two Council seats, Bill Pickard and Rusty Crawford. The first day to file for a place on the ballot was February 4th and the last day is March 5th. Pursuant to regulations under the Texas Election Code, the governing body of the City of Meadowlakes must approve the Contract for Election services. A copy of this contract has been provided in your agenda packet. The contract has not changed from previous years. I recommend that you first make a motion to approve the Contract as presented. After the contract has been approved, pursuant to Texas Election Code regulations, the governing body must then call the General Election by Resolution 12-001, which is also provided in your packet. After that, you also need to approve the presiding election judges appointed by Burnet County Election Coordinator Barbara Agnew via Resolution 12-002. If you have any concerns about the contract or these Resolutions, please call me at 693-6840.

CONTRACT FOR ELECTION SERVICES
BETWEEN
THE BURNET COUNTY ELECTIONS ADMINISTRATOR
AND
THE CITY OF MEADOWLAKES, TEXAS
FOR THE MAY 12, 2012 GENERAL / SPECIAL ELECTION

THIS CONTRACT is made and entered into by and between Barbara Agnew, the Burnet County, Texas Elections Administrator, hereinafter referred to as "Contracting Officer," and the Local Political Subdivision, The City of Meadowlakes, Texas, hereinafter referred to as "the LPS," pursuant to the authority under Section 31.092(a) of the Texas Election Code. In consideration of the mutual covenants and promises hereinafter set forth, the parties to this contract agree to the following with regard to coordination and supervision of the LPS's May 12, 2012 General/Special Election ("the election").

I. RESPONSIBILITIES OF CONTRACTING OFFICER. The Contracting Officer shall be responsible for performing the following services and furnishing the following materials and equipment in connection with the election:

A. *Selection of Presiding Judges, Alternate Judges, and Election Clerks.*

1. The Contracting Officer will appoint presiding election judges and alternate judges at its Election Day polling locations, all of which will be qualified voters of such precincts or consolidated precincts. The Contracting Officer will appoint a presiding judge, an alternate judge and four clerks of the central counting station on Election Day. The Contracting Officer shall appoint a presiding judge and clerks for the Early Voting Ballot Board (EVBB). By signing this contract, the LPS hereby approves such selections. The Contracting Officer shall notify the election workers of their selection and shall provide the names and addresses of those selected to the LPS.

2. The Contracting Officer shall provide each presiding judge the names of registered voters in the territory of the LPS who are willing to serve as election clerks at the Election Day polling location from which the presiding judge shall make his or her clerk appointments. If a presiding judge or the alternate judge does not speak both English and Spanish, and the election precinct is one subject to Sections 272.002 and 272.009 of the Texas Election Code, the Contracting Officer shall ensure that such presiding judge appoints a bilingual election clerk.

B. *Election Training.* The Contracting Officer shall be responsible for conducting one or more election schools to train the presiding judges, alternate judges, election clerks, and Early Voting deputies in the operation and troubleshooting of the direct record electronic (DRE) voting system and the conduct of elections, including qualifying voters, issuing ballot style codes, maintaining order at the polling location, and provisional voting.

C. Department of Justice Preclearance. The Contracting Officer shall submit any required preclearance documents specifically related to this election to the United States Department of Justice under the Federal Voting Rights Act of 1965.

D. Logic and Accuracy Testing. In advance of Early Voting (including the sending out of any mail ballots), the Contracting Officer, the tabulation supervisor and three other members she designates for the testing board shall conduct all logic and accuracy testing in accordance with the procedures set forth by the Texas Secretary of State. The Contracting Officer shall also be responsible for the publication of the required notice of such testing.

E. Election Supplies. The Contracting Officer shall procure, prepare, and distribute to each presiding judge for use at the polling locations on Election Day (and to the Early Voting clerks during Early Voting) the following consumable election supplies: election and early voting kits from third-party vendors or the equivalent (including the appropriate envelopes, lists, forms, name tags, posters, and signage described in Chapters 51, 61, and 62, and Subchapter B of Chapter 66 of the Texas Election Code); seals; sample ballots; thermal paper rolls for use in the Judge's Booth Controllers (JBCs); batteries for use in the JBCs and eSlates; and all consumable-type office supplies necessary to hold an election. The Contracting Officer may purchase additional or make additional copies of election forms, including sample ballots and combination poll lists/signature rosters.

F. Registered Voter List. The Contracting Officer shall provide lists of registered voters in the LPS territory required for use on Election Day and for the Early Voting period.

G. Election Equipment.

1. The Contracting Officer shall use the Direct Record Electronic (DRE) voting system and the mail ballot system purchased by Burnet County from Hart InterCivic, Inc. ("Hart") for the election. This voting system includes the equipment referred to as "eSlates" and "Judge's Booth Controllers" (JBCs). The Early Voting locations and the Election Day polling locations will have at least one voting machine that is accessible to disabled voters. The Contracting Officer or designee shall prepare the JBCs and eSlates for Early Voting and for Election Day.

2. The Contracting Officer or designee shall program the ballot for the voting system (as well as for the mail ballots) based on the information provided by the LPS, including names of the candidates, names of the offices sought, order of names on the ballot, propositions on the ballot, and the English and Spanish translation of the offices and any propositions.

H. Early Voting.

1. The Contracting Officer shall serve as Early Voting Clerk for the election, and by signing this contract, the LPS does hereby appoint her as such. The Contracting Officer shall conduct Early Voting at the Burnet Courthouse as the main location and is also authorized to conduct Early Voting at the Marble Falls Courthouse Annex. The Contracting Officer shall hire at least 3 temporary deputies to work each day at each Early Voting location. Early Voting by personal appearance for the election shall be conducted during the hours and time period and at the locations listed in Exhibit A.

2. The Contracting Officer may receive mail ballot applications on behalf of the LPS. All applications for mail ballots shall be processed in accordance with Title 7 of the Texas Election Code by the Contracting Officer or her deputies at the Records Building, located behind the Burnet County Courthouse Annex, 1701 E. Polk St., Burnet, TX 78611.

I. **Election Day Polling Location.** The Election Day polling locations are set forth in Exhibit B. The Contracting Officer shall arrange for the use of the Election Day polling places and shall arrange for the setting up of the polling locations.

J. **Election Day Activities.**

1. The Contracting Officer and staff shall be available from 6:00 am until the completion of vote counting and all tabulation tests on Election Day to render technical support and assistance to voters and election workers.

2. The Contracting Officer and staff shall do Election Night intake preparation and intake of election equipment and records starting at 6:00 pm on Election Day.

3. The Contracting Officer shall count the votes in accordance with Chapter 127 of the Texas Election Code. The Contracting Officer shall serve as central counting station manager and Elections Assistant Karen Peraino shall serve as tabulation supervisor. By signing this contract, the LPS hereby approves such appointments.

K. **Election Night Reports.** The Contracting Officer shall prepare the unofficial tabulation of precinct election results under Section 66.056(a) of the Texas Election Code. The unofficial tabulation of Early Voting precinct results and Election Day precinct results shall be made available to the LPS via e-mail as soon as they are prepared and may be released under law, but no earlier than 7:05 pm on Election Day.

L. **Provisional Votes/Determination of Mail Ballots Timely Received under Section 86.007(d) of the Texas Election Code.** The Contracting Officer, serving as voter registrar, shall retain the provisional voting affidavits and shall provide factual information on each of the provisional voters' status. The Contracting Officer will reconvene the EVBB after the election within the time set forth in Section 65.051 of the Texas Election Code for the purpose of determining the disposition of the provisional votes. At the same time, the EVBB will review mail ballots timely received under Section 86.007(d) of the Texas Election Code to determine whether such will be counted and to resolve any issues with such ballots.

M. **Canvass Material Preparation.** Promptly after determination of the provisional votes and resolution of any mail ballots, the Contracting Officer shall work with the Early Voting Ballot Board to tally the accepted provisional votes and resolved mail ballots, amend the unofficial tabulations, and submit new unofficial tabulations to the LPS. The reports will serve as the canvass materials for the LPS.

N. **Custodian of Election Records.** The election records will be submitted to the LPS secretary, except for those records that must be maintained by the Contracting Officer as Voter Registrar in accordance with Section 66.051 of the Texas Election Code. The Contracting Officer is hereby appointed the custodian of voted ballots (which in the case of the ballots cast on the DRE voting system consists of the DVD backup) and shall preserve them in accordance with Chapter 66 of the Texas Election Code and other applicable law. The Contracting Officer shall also maintain custody of the records pertaining to the operation of the JBCs and eSlates.

O. **Recount.**

1. If required by law, the Contracting Officer shall perform a partial manual count of electronic voting system ballots in accordance with section 127.201 of the Texas Election Code. A recount may also be requested in accordance with Chapter 212 of the Texas Election Code.

2. The LPS shall advise the Contracting Officer if a recount is required by law or requested and the Contracting Officer and the LPS shall discuss how such recount is to be conducted. The LPS shall reimburse the Contracting Officer for the cost of such count which is not included in the estimate set forth in Exhibit C.

P. Contracting with Third Parties. In accordance with Section 31.098 of the Texas Election Code, the Contracting Officer is authorized to contract with third parties for election services and supplies, except where such services and supplies will be procured by the LPS as provided in this contract. The cost of such third-party services and supplies will be paid by the Contracting Officer and reimbursed to her by the LPS, or the LPS shall pay such cost directly to the third parties, as agreed by the parties at the time the services and supplies are ordered.

II. RESPONSIBILITIES OF THE LPS. The LPS shall perform the following tasks, which are not the responsibility of the Contracting Officer:

A. Applications for Mail Ballots. The LPS shall date stamp and then immediately fax to the Contracting Officer all applications for mail ballots that it receives. Promptly thereafter, the LPS shall deliver or send by mail the original mail ballot applications to the Contracting Officer.

B. Election Orders, Election Notice, and Canvass. The LPS shall prepare the election order, resolutions, and official canvass. The LPS shall be responsible for having the required election notice under Section 4.003(a)(1) of the Texas Election Code timely published in the newspaper. The LPS shall also be responsible for timely posting the notice required under Section 4.003(b) of the Texas Election Code in the proper location(s). The LPS is responsible for ensuring that all necessary documents are in both English and Spanish.

C. Map. The LPS shall provide the Contracting Officer with an updated map and street index of its jurisdiction in an electronic or printed format.

D. Ballot Information. By March 9, 2012 or sooner, the LPS shall provide the Contracting Officer with the office names, including place designations, the names of the candidates as the names are to appear on the ballot as well as the order in which they are to appear, any propositions on the ballot, and the English and Spanish translations of propositions that are to appear on the ballot, as well as the order of any such propositions on the ballot. The LPS shall promptly review for correctness the final ballot when requested by the Contracting Officer to do so prior to finalization.

E. Precinct Reports to the Texas Secretary of State. The LPS shall prepare and file all required precinct reports with the Texas Secretary of State.

III. SPECIAL PROVISIONS RELATING TO ELECTION WORKERS

A. Number of Election Workers at Election Day Polling Locations. It is agreed by the Contracting Officer and the LPS that there will be from three to six election workers at each Election Day polling location. The workers will consist of the presiding judge, alternate judge, and at least one

election clerk appointed by the presiding judge. The number of clerks is derived from the number of elections at the poll and the number of registered voters for that poll.

B. Number of Early Voting Ballot Board Members. It is agreed by the Contracting Officer and the LPS that the EVBB shall consist of at least three members.

C. Compensation for Election Workers. The Contracting Officer and the LPS agree that election workers will be compensated as follows:

- Presiding judges and alternate judges
(including members of the EVBB and the central counting station): \$9.00/hr
- Election clerks: \$8.00/hr
- Early Voting deputies: \$8.00/hr

Election workers will be paid for the time spent setting up the polling location and closing the polling location each evening, but not to exceed one hour before and one hour after the polling location is open for voting. The Contracting Officer shall pay the workers and be reimbursed by the entities sharing the polling location, unless a polling place is open for only one LPS holding an election. In this case, the LPS shall pay the election workers directly.

D. Delivery Fee.

1. The presiding judge (or the alternate judge or election clerk, if designated by the presiding judge) shall bring the eSlates, JBC, completed paperwork, and all unused supplies back to the Records Building after the polls close on Election Night. The presiding judge or judge's designee shall be paid mileage for this delivery at the current mileage rate paid by Burnet County (\$.555/mile) between the polling location and the Records Building, but not to exceed a total of \$12.50. The eSlates, JBC, and election supplies shall be delivered to the polling location either by a member of the Contracting Officer's staff or picked up by the presiding judge or judge's designee at the Records Building before the election. The presiding judge or judge's designee shall be paid mileage for this pickup at the current mileage rate paid by Burnet County (\$.555/mile) between the polling location and the Records Building, but not to exceed a total of \$12.50. The delivery fee shall be paid along with the compensation.

2. The Contracting Officer shall pay the workers and be reimbursed by the entities sharing the polling location, unless a polling place is open for only one LPS holding an election. In this case, the LPS shall pay the election workers the delivery fee directly.

IV. SPECIAL PROVISIONS RELATING TO JOINT ELECTIONS

A. The parties acknowledge that the following local political subdivisions may be holding elections at the same time, unless one or more such local political subdivisions cancels its or their election(s) in accordance with Section 2.053 of the Texas Election Code, and may enter into a contract for election services with the Contracting Officer:

The Central Texas Groundwater Conservation District
The Marble Falls Independent School District
The Burnet Consolidated Independent School District
The City of Bertram
The City of Burnet
The City of Meadowlakes

The City of Cottonwood Shores
The City of Granite Shoals
The City of Highland Haven
The City of Horseshoe Bay
The City of Marble Falls
Various municipal utility districts and water districts located wholly or partially within Burnet County.

B. The parties acknowledge that under new law Burnet County may NOT order an election for May 12, 2012 and will not share costs of the election(s).

C. The LPS does hereby agree to hold a joint election under Section 271.002 of the Texas Election Code with other local political subdivisions in Burnet County, to share the expenses and costs of the joint election, and to enter a Joint Election Agreement with them, as set forth in Exhibits D1 and D2.

D. The parties also acknowledge, and the LPS does hereby give its consent, that other local political subdivisions in Burnet County with which it does not share territory may have candidates and/or propositions appearing on the same ballot with those of the LPS. The parties also acknowledge, and the LPS does hereby give its consent, that other local political subdivisions in Burnet County with which it does not share territory may use one or more of the same Early Voting locations and the services of the Early Voting deputies there and one or more of the same Election Day polling locations and the services of the election workers there. The Contracting Officer shall charge only once for the compensation paid to the election workers and Early Voting deputies and the use of voting equipment at a shared polling location, and divide the charges.

V. PAYMENT

A. **Compensation.** Within 60 days after Election Day, the Contracting Officer will submit an itemized invoice to the LPS for actual expenses directly attributable to the scope of work of the election, including the following:

- ballot programming and printing costs
- wages of the precinct judges and clerks, the early voting deputies, the EVBB, the central count station judges and clerks, and the Logic and Accuracy Testing Board members (other than the Contracting Officer and assistants)
- a "per election" user fee of \$150 for each regular eSlate, accessible eSlate, and JBC placed in service at each Election Day polling location
- supply costs
- newspaper notice publication expenses for logic and accuracy testing
- pickup and delivery of supplies by judges.

Costs for which reimbursement is sought shall be supported by appropriate documentation.

A cost estimate for election expenses is set forth in Exhibit C. The estimate assumes no cost sharing with other local political subdivisions. The parties agree that this is an estimate only and the LPS is obligated to pay the actual expenses of the election. The Contracting Officer agrees to advise the LPS if it appears that the actual expenses will exceed by 20% or more the estimated expenses to be paid initially by the Contracting Officer and reimbursed by the LPS.

B. Administrative Fee. In accordance with Section 31.100(d), the LPS shall pay the Contracting Officer an administrative fee in the amount of 10% of the total cost of the contract (but not less than \$75.00).

C. Cost Sharing.

1. If the Contracting Officer contracts with more than one local political subdivision to conduct an election on the same Election Day, the LPS agrees to share with the other local political subdivision(s) the expenses of personnel and equipment associated with shared Early Voting locations, shared Election Day polling places, common publication of the notice for the logic and accuracy testing, the cost of the EVBB and central counting station presiding and alternate judges and clerks, and any other common election costs that are shared by all the entities contracting with the Contracting Officer.

2. Cost sharing will be in accordance with the Joint Election Agreement attached hereto and made a part of this contract as Exhibit D.

D. Payment. The Contracting Officer's invoice shall be due and payable to the address set forth in the invoice within 30 days from the date of receipt by the LPS. If the LPS disputes any portion of the invoice, the LPS shall notify the Contracting Officer within such 30-day period or the invoice will be deemed to be an accurate rendering of the amount that is due.

VI. GENERAL PROVISIONS

A. Nontransferable Functions. Nothing in this contract shall authorize or permit a change in:

1. the authority with whom or the place at which any document or record relating to the election is to be filed;
2. the officers who conduct the official canvass of the election returns;
3. the authority to serve as custodian of voted ballots or other election records; or
4. any other nontransferable function specified under Section 31.096 of the Texas Election Code.

B. Cancellation of Election. If the LPS cancels its election pursuant to Section 2.053 of the Texas Election Code, the Contracting Officer shall be entitled to receive an administrative fee of \$75. The Contracting Officer shall submit an invoice for the administrative fee within 60 days after the cancellation, and the LPS shall make payment therefore in a manner similar to that set forth in **V. PAYMENT** above.

C. Contract Copies to Treasurer and Auditor. In accordance with Section 31.099 of the Texas Election Code, the Contracting Officer agrees to file copies of this contract with the County Treasurer of Burnet County, Texas and the County Auditor of Burnet County, Texas.

D. Representatives. For purposes of implementing this contract and coordinating activities, the Contracting Officer and the LPS designate the following individuals for submission of information, documents and notice:

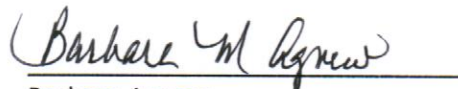
For the Contracting Officer:

Barbara Agnew
Elections Administrator, Burnet County
220 S. Pierce
Burnet, TX 78611
Tel: (512) 715-5288
(512) 755-5495 (cell)
Fax: (512) 715-5287
Email: electadmin@burnetcountytexas.org

For the LPS:

Stephanie Littleton
City Secretary
City of Meadowlakes
177 Broadmoor, Suite A
Meadowlakes, TX 78654
Tel: (830) 693-6840
Email: slittleton@meadowlakestexas.org

WITNESS BY MY HAND THIS THE 13th DAY OF January, 2012.



Barbara Agnew
Elections Administrator
Burnet County, Texas

WITNESS BY MY HAND THIS THE _____ DAY OF _____, 2012.

Name: _____

Title: _____

Duly Authorized to Sign this Contract on
Behalf of the City of Meadowlakes, Texas

ATTEST: _____

Exhibit A

**May 12, 2012 Local Elections
Early Voting Locations and Hours**

Polling Place		Address		City		
Burnet County Courthouse		220 S. Pierce		Burnet, TX 78611		
Marble Falls Courthouse Annex		810 Steve Hawkins Pkwy.		Marble Falls, TX 78654		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	<i>April 30</i>	<i>May 1</i>	<i>May 2</i>	<i>May 3</i>	<i>May 4</i>	<i>May 5</i>
	8am-5pm	8am-5pm	8am-5pm	7am-7pm	8am-5pm	
<i>May 6</i>	<i>May 7</i>	<i>May 8</i>	<i>May 9</i>	<i>May 10</i>	<i>May 11</i>	<i>May 12</i>
	7am-7pm	8am-5pm				Election Day Polls Open 7am-7pm

Exhibit B

**Election Day Polling Location
City of Meadowlakes, Texas
May 12, 2012 General/ Special Election(s)**

Precinct	Location	Address	City
19	Marble Falls Courthouse Annex	810 Steve Hawkins Pkwy.	Marble Falls, TX 78654

EXHIBIT C

Estimated Election Expenses

City of Meadowlakes, Texas
May 12, 2012 General/ Special Election(s) *

Payroll:

Early Voting Workers	\$ 1,950.00
Election Day Judges and Clerks	\$ 500.00
Early Voting Ballot Board	\$ 200.00
Testing Board Members (other than the Elections Administrator and assistants)	\$ 200.00
Central Counting Station judges and clerks	\$ 200.00

Delivery/ Mileage

Pickup and delivery of supplies by judges	\$ 25.00
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User Fee for DRE equipment **

Election Day only; no charge for Early Voting	\$ 750.00
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<u>Newspaper notice for L & A Testing</u>	\$ 150.00
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<u>Consumable Supplies</u>	\$ 100.00
----------------------------	-----------

<u>Ballot Programming</u>	\$ 500.00
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Subtotal	\$ 4,575.00
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10% Administrative Fee Payable to Burnet County Elections Administrator:	\$ 457.50
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Grand Total Estimated Election Expenses: \$ 5,032.50

*Assumes no cost sharing with other local political subdivisions or Burnet County.

** User fee as established by commissioners court is \$150.00/unit.

Exhibit D

JOINT ELECTION AGREEMENT

By and Between

The City of Marble Falls, the City of Meadowlakes, the City of Granite Shoals, the City of Cottonwood Shores, or the City of Highland Haven (the "LPS"),
the Board of Trustees of the Marble Falls Independent School District (the "ISD"),
and the Central Texas Groundwater Conservation District (the "CTGCD")

BY THE TERMS OF THIS AGREEMENT, the LPS, the ISD, and the CTGCD do hereby agree, pursuant to the provisions of the Texas Election Code, to hold a joint election on May 12, 2012. The LPS, the ISD, and the CTGCD have contracted with the Burnet County Elections Administrator, the Contracting Officer, to perform various responsibilities in connection with the election on behalf of each.

The LPS, the ISD, and the CTGCD acknowledge and agree as follows:

(1) The Early Voting locations for the elections will be at the main Burnet Courthouse, 220 S. Pierce, Burnet, TX 78611 and at the Marble Falls Courthouse Annex, 810 Steve Hawkins Pkwy., Marble Falls, TX 78654.

(2) Payroll costs include: Early Voting workers, Election Day workers, Early Voting Ballot Board, Testing Board, and Central Count Station personnel. Payroll costs will be shared as such:

The ISD associated with the polling place will pay 40%.
The CTGCD associated with the polling place will pay 40%.
Any/all cities will share equally the remaining 20%.

If there is no CTGCD election, the ISD pays 80% and any/all cities pay 20%.
If there is no ISD election, the CTGCD pays 80% and any/all cities pay 20%.
If there is no city election, the CTGCD pays 50% and the ISD pays 50%.

If there is no CTGCD and no ISD election, any/all cities pay 100%.
If there is no ISD and no city election, the CTGCD pays 100%.
If there is no CTGCD and no city election, the ISD pays 100% of all payroll costs.

(3) The delivery/ mileage payments to election workers who pick up and return election equipment will follow the same cost sharing arrangements shown in (2) above.

(4) The user fee for the Election Day voting equipment will follow the same cost sharing arrangements shown in (2) above.

(5) The expense for the newspaper notice for the L & A test, consumable election supplies, and ballot programming will be shared equally by the ISDs, the CTGCD and the cities holding elections.

(6) The costs incurred in connection with the Burnet Courthouse Early Voting location will be shared only by the Burnet Consolidated Independent School District (BCISD), the city of Burnet, the city of Bertram, and the CTGCD.

(7) The costs incurred in connection with the Marble Falls Annex Early Voting location will be shared only by the Marble Falls Independent School District (MFISD), the city of Marble Falls, the city of Granite Shoals, the city of Cottonwood Shores, the city of Meadowlakes, the city of Highland Haven, and the CTGCD.

(8) On Election Day, May 12, 2012, the following polling locations will be shared by the following entities, which will share the costs in connection with that Election Day polling place:

Main Burnet Courthouse- BCISD, the city of Burnet, and the CTGCD

Silver Creek Community Center- BCISD and the CTGCD

Cassie Community Center- BCISD and the CTGCD

Joanne Cole Mitte Library - BCISD, the city of Bertram, and the CTGCD

Lake Victor Community Center – BCISD and the CTGCD

Briggs Schoolhouse/ Fire Station – BCISD and the CTGCD

Lakeshore Library - BCISD

Marble Falls Courthouse Annex- MFISD, the city of Cottonwood Shores, the city of Marble Falls, the city of Meadowlakes, and the CTGCD

Highland Haven Community Center- MFISD, the city of Highland Haven and the CTGCD

Granite Shoals Fire Station - MFISD, the city of Granite Shoals, and the CTGCD

Spicewood Community Center – MFISD and the CTGCD

Smithwick Community Center- MFISD and the CTGCD

(9) Except as set forth above, all other costs incurred in connection with the May 12, 2012 Local Elections, whether they are Early Voting or Election Day costs shall be charged to the local political subdivision on whose behalf they are incurred.

(10) In the event that a local political subdivision referenced herein cancels its May 12, 2012 election in accordance with Sections 2.051 – 2.053 of the Texas Election Code, it is understood that the cost shares of the remaining local political subdivisions will probably increase.

(11) The LPS understands that the Contracting Officer has contracted with other local political subdivisions. The LPS acknowledges, and does hereby give consent, that such other local political subdivisions may share: one or more of the same Early Voting locations, voting equipment, and

services of the Early Voting deputies; one or more of the same Election Day polling locations, voting equipment, and services of the election workers; and the services of the Contracting Officer in programming the ballot and providing Election Day assistance.

APPROVED BY THE GOVERNING BODY OF THE CITY OF MARBLE FALLS, TX in its meeting held the ____ day of _____, 2012, and executed by its authorized representative.

Signature
Printed Name: _____
Title: _____

APPROVED BY THE GOVERNING BODY OF THE CITY OF MEADOWLAKES, TX in its meeting held the ____ day of _____, 2012, and executed by its authorized representative.

Signature
Printed Name: _____
Title: _____

APPROVED BY THE GOVERNING BODY OF THE CITY OF GRANITE SHOALS, TX in its meeting held the ____ day of _____, 2012, and executed by its authorized representative.

Signature
Printed Name: _____
Title: _____

APPROVED BY THE GOVERNING BODY OF THE CITY OF COTTONWOOD SHORES, TX in its meeting held the ____ day of _____, 2012, and executed by its authorized representative.

Signature
Printed Name: _____
Title: _____

APPROVED BY THE GOVERNING BODY OF THE CITY OF HIGHLAND HAVEN, TX in its meeting held the ____ day of _____, 2012, and executed by its authorized representative.

Signature
Printed Name: _____
Title: _____

APPROVED BY THE GOVERNING BODY OF THE MARBLE FALLS INDEPENDENT SCHOOL DISTRICT in its meeting held the ____ day of _____, 2012, and executed by its authorized representative.

Signature

Printed Name: _____

Title: _____

APPROVED BY THE GOVERNING BODY OF THE CENTRAL TEXAS GROUNDWATER CONSERVATION DISTRICT in its meeting held the ____ day of _____, 2012, and executed by its authorized representative.

Signature

Printed Name: _____

Title: _____

ACKNOWLEDGED BY:

Barbara M Agnew

Barbara Agnew

Elections Administrator, Burnet County, Texas, "Contracting Officer"

1/13/2012

Date

RESOLUTION NO. 12-001

Date: February 14, 2012

A RESOLUTION OF THE CITY OF MEADOWLAKES, TEXAS, CALLING/ORDERING THE GENERAL ELECTION FOR THE ELECTION OF THREE (2) CITY COUNCIL MEMBERS AND ONE (1) MAYOR TO TWO-YEAR TERMS EACH FOR MAY 12, 2012 AND ESTABLISHING PROCEDURES FOR SUCH GENERAL ELECTION.

Whereas, the general election for the election of two (2) City Council members and one (1) Mayor to two-year terms each is to be held on the uniform election date in May; and

Whereas, the Texas Election Code, Section 3.003, is applicable to said election, and in order to comply with said Code, a Proclamation and/or Resolution shall be passed calling the election, establishing the procedures to be followed in said election, and designating the voting places for said election.

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

Section 1. General Election Ordered. The general election for the election of two (2) City Council members and one (1) Mayor to two-year terms each shall be held on Saturday, May 12, 2012.

Section 2. Filing Period. Candidates to file for the two (2) City Council and one (1) Mayor offices may file their application beginning at 8:00 a.m., Saturday, February 4th, 2012 (by statute City Hall is not required to be open on this Saturday so the next day of business whereby applications may be accepted is Monday, February 6, 2012) and shall file their applications no later than 5:00 p.m. March 5, 2012. All candidates for the offices to be filled in the election to be held on Saturday, May 12, 2012 shall file their application with the City Secretary; Meadowlakes City Hall, 177 Broadmoor, Suite A, Meadowlakes, Texas, on any weekday that is not a City holiday, between 8:00 a.m. and 12:00 noon and 1:00 p.m. and 4:00 p.m., with the one extended day of March 5, 2012 by 5:00 p.m., to become candidates. Said applications shall be on a form as prescribed by the Election Code of the State of Texas.

Section 3. Drawing. The order in which the names of the candidates are to be printed on the general election ballot shall be determined by a drawing conducted by the City Secretary as provided by the Election Code. Such drawing will be held at 3:00 p.m. at Meadowlakes City Hall, 177 Broadmoor, Meadowlakes, Texas, on Wednesday, March 14, 2012.

Section 4. Election precincts and Polling Places.

The City, having one (1) election precinct; said election(s) shall be held at the below locations for early voting and only the Marble Falls Courthouse Annex on Election Day:

Marble Falls Courthouse Annex
810 Steve Hawkins Pkwy.
Marble Falls, Texas 78654

~ or ~

Burnet County Courthouse
220 S. Pierce
Burnet, Texas 78611

The polls shall remain open on the day of election from 7:00 a.m. to 7:00 p.m.

Section 5. Contract Agent to Hold City Election(s). The City of Meadowlakes has entered into a contractual agreement with the Elections Administrator of Burnet County, Burnet, Texas, to conduct said election in accordance with the rules and regulations set out in the Texas Election Code.

Section 6. Election Judge and Alternate. As set out in the contract under Responsibilities of Contracting Officer, the Burnet County Elections Administrator will recruit the presiding election judges and the alternate presiding judges and workers for the polling places and for the early voting ballot board.

Section 7. Early Voting. That early voting in said election(s) shall be held at:

Marble Falls Courthouse Annex
810 Steve Hawkins Pkwy.
Marble Falls, Texas 78654

~ or ~

Burnet County Courthouse
220 S. Pierce
Burnet, Texas 78611

The Burnet County Elections Administrator is hereby charged with the duty of conducting early voting in said election as required by law.

Early voting by personal appearance will be conducted at the Marble Falls Courthouse Annex, 810 Steve Hawkins Pkwy., Marble Falls, Texas, or Burnet County Courthouse, 220 S. Pierce, Burnet, Texas, beginning Monday, April 30, 2012 and ending Tuesday, May 8, 2012. Said places of Early Voting shall remain open for Early Voting for eight (8) hours each day that is not a Saturday, a Sunday, or an official holiday. Said places of voting shall remain open between the hours of 8:00 a.m. and 5:00 p.m. on April 30, May 1, May 2, May 4 and May 8, 2012. As required under Section 85.005 (d), Election Code, early voting by personal appearance shall be conducted for at least 12 hours on two weekdays, if the early voting period consists of six or more weekdays; therefore, early voting by personal appearance shall be conducted for 12 hours on Thursday, May 3, 2011 and Monday, May 7, 2012, from 7:00 a.m. to 7:00 p.m. on each day.

Applications for ballot by mail shall be mailed to:

Elections Administrator of Burnet County
220 S. Pierce
Burnet, Texas 78611

Section 8. Voting System. Said election shall be held in accordance with the Texas Election Code §61.012 providing that by January 1, 2006 each polling place must provide at least one accessible voting station that provides a practical and effective means for voters with physical disabilities to cast a secret ballot. The City of Meadowlakes will contract with Burnet County to use the Direct Record Electronic (DRE) voting system purchased by Burnet County from Hart InterCivic, Inc. for the election and as certified by the Office of the Texas Secretary of State as a voting system that may be legally used in Texas elections.

Section 9. Ballots. It is hereby determined that paper ballots will be used for ballots by mail and that all other ballots will be electronic.

Section 10. Notice of Election. Notice of said election shall be given by the Mayor in accordance with the terms and provision of the Texas Election code and the Federal Voting Rights Act of 1965, as amended.

Section 11. General. Said election shall be held in accordance with the Texas Election Code, and only qualified resident voters of said City shall be eligible to vote at said election. The City Secretary is hereby authorized as the Election Administrator for the City of Meadowlakes and shall insure that said election is held in accordance with the Texas Election Code. Returns of said election shall be made known as soon as possible after the closing of the polls and as upon contractually agreed.

Section 12. Effective Date. This Resolution shall be effective upon its passage by a majority vote of the City Council.

PASSED AND APPROVED THIS THE 14th DAY OF FEBRUARY, 2012.

Don Williams, Mayor

ATTEST:

Stephanie Littleton, City Secretary

RESOLUCIÓN NO. 12-001

Fecha: 14 de febrero 2012

RESOLUCIÓN DE LA CIUDAD DE MEADOWLAKES, TEXAS, LLAMANDO / PEDIDO DE LA ELECCIÓN GENERAL PARA LA ELECCIÓN DE TRES MIEMBROS (2) AYUNTAMIENTO Y UN (1) EL ALCALDE A dos años cada uno para 12 de mayo 2012 y estableciendo procedimientos para tal GENERAL ELECCIÓN.

Considerando que, en las elecciones generales para la elección de dos (2) miembros del Concejo Municipal y un (1) El alcalde de dos años cada uno se llevará a cabo en la fecha uniforme de elecciones en mayo, y

Considerando que, el Código Electoral de Texas, Sección 3.003, es aplicable a dicha elección, y con el fin de cumplir con dicho Código, una proclamación y / o resolución se aprobó llamar a la elección, se establecen los procedimientos a seguir en dicha elección, y la designación de los lugares de votación para dicha elección.

AHORA, POR LO TANTO, SE RESUELVE POR EL CONCEJO MUNICIPAL DE LA CIUDAD DE MEADOWLAKES, Texas, que:

Sección 1. Elección General ordenó. Las elecciones generales para la elección de dos miembros (2) del Concejo Municipal y un (1) El alcalde de mandatos de dos años cada uno se llevará a cabo el Sábado, 12 de mayo 2012.

Sección 2. La presentación de Período. Los candidatos para presentar a los dos (2) El Ayuntamiento y un (1) Alcaldías pueden presentar su solicitud de inicio a las 8:00 am, Sábado, 04 de febrero 2012 (Estatuto de la Ciudad por el Ayuntamiento no está obligado a estar abierto este sábado para Al día siguiente de los negocios mediante el cual las aplicaciones pueden ser aceptados es Lunes, 06 de febrero 2012) y deberán presentar sus solicitudes no más tarde de las 5:00 pm 05 de marzo 2012. Todos los candidatos para los cargos que deben cubrirse en la elección que se celebrará el Sábado, 12 de mayo 2012 deberán presentar su solicitud ante la Secretaria de la Ciudad; Meadowlakes Ayuntamiento, Broadmoor 177, una suite, Meadowlakes, Texas, en cualquier día de la semana que no es un día de fiesta la ciudad, entre las 8:00 am y las 12:00 del mediodía y de 1:00 pm y 4:00 pm, con el día en un extendido de 05 de marzo 2012 a las 5:00 pm, para convertirse en candidatos. Dichas solicitudes deberán ser en un formulario prescrito por el Código Electoral del Estado de Texas.

Sección 3. Dibujo. El orden en que los nombres de los candidatos se van a imprimir en la boleta de elección general se determinará por un sorteo llevado a cabo por la Secretaría del Ayuntamiento conforme a lo dispuesto por el Código Electoral. Este dibujo se llevará a cabo a las 3:00 pm en Meadowlakes City Hall, 177 Broadmoor, Meadowlakes, Texas, el Miércoles, 14 de marzo 2012.

Sección 4. Precintos electorales y lugares de votación.

La ciudad, que tiene un (1) distrito electoral, dijo que la elección (s) se llevará a cabo en las siguientes ubicaciones para la votación anticipada y sólo el Marble Falls anexo Palacio de Justicia en el día de las elecciones:

Marble Falls Palacio de Justicia anexo ~ o ~ Condado de Burnet Palacio de Justicia
810 Steve Hawkins Pkwy. 220 S. Pierce
Marble Falls, Texas 78654 Burnet, Texas 78611

Las urnas permanecerán abiertas el día de las elecciones de 7:00 am a 7:00 pm

Sección 5. Agente de Contrato de Elección de la Ciudad Hold (s). La Ciudad de Meadowlakes ha llegado a un acuerdo contractual con el Administrador de Elecciones del Condado de Burnet, Burnet, Texas, para llevar a cabo dicha elección, de conformidad con las normas y reglamentos establecidos en el Código Electoral de Texas.

Sección 6. Juez de la elección y de alternativa. Según lo establecido en el contrato bajo la responsabilidad de Oficial de Contrataciones, el Administrador Electoral del Condado Burnet va a reclutar a los jueces electorales que presiden y los jueces presidentes alternos y los trabajadores de los centros de votación y para el consejo de boletas de votación temprana.

Sección 7. Votación Temprana. Que la votación anticipada en dicha elección (s) se llevará a cabo en:

Marble Falls Palacio de Justicia anexo ~ o ~ Condado de Burnet Palacio de Justicia
810 Steve Hawkins Pkwy. 220 S. Pierce
Marble Falls, Texas 78654 Burnet, Texas 78611

El Administrador Electoral del Condado Burnet queda encargado de la obligación de llevar a cabo la votación anticipada en dicha elección, como requiere la ley.

La votación anticipada en persona se llevará a cabo en el Palacio de Justicia anexo Marble Falls, 810 Steve Hawkins Pkwy., Marble Falls, Texas, o palacio de justicia del Condado de Burnet, 220 S. Pierce, Burnet, Texas, a partir del Lunes, 30 de abril 2012 y terminando Martes , 8 de mayo de 2012. Citados lugares de votación temprana estará abierto a la Votación Anticipada para ocho (8) horas cada día que no sea sábado, domingo o un feriado oficial. Dichos lugares de votación permanecerán abiertos entre las 8:00 de la mañana y las 5:00 pm el 30 de abril, 1 de mayo, 2 de mayo, 04 de mayo y 8 de mayo de 2012. Según lo dispuesto en la Sección 85.005 (d) del Código Electoral, la votación anticipada en persona se llevará a cabo durante al menos 12 horas en dos días de la semana, si el período de votación temprana se compone de seis o más días de la semana, por lo tanto, la votación anticipada en persona será llevó a cabo durante 12 horas en Jueves, 03 de mayo 2011 y el Lunes, 07 de mayo 2012, de 7:00 am a 7:00 pm cada día.

Las solicitudes para boletas por correo deberán enviarse a:
Administrador de Elecciones del Condado de Burnet
220 S. Pierce
Burnet, Texas 78611

Sección 8. Sistema de votación. Dicha elección se llevará a cabo de conformidad con el Código Electoral de Texas § 61.012 establece que el 1 de enero de 2006, cada centro de votación debe proporcionar al menos una estación de votación accesible que proporciona un medio práctico y eficaz para los votantes con discapacidades físicas para emitir un

voto secreto. La Ciudad de Meadowlakes contratará con el Condado de Burnet para utilizar el Registro Electrónico Directo (DRE) sistema de votación adquirido por el Condado de Burnet de Hart InterCivic, Inc. para la elección y certificada por la Oficina del Secretario de Estado de Texas como un sistema de votación que pueden utilizarse legalmente en las elecciones de Texas.

Sección 9. Las boletas. Por la presente se determinó que las boletas de papel se utilizará para las boletas por correo y que todas las otras boletas serán electrónicos.

Artículo 10. Notificación de Elección. Aviso de dicha elección será dada por el Alcalde, de conformidad con los términos y disposiciones del Código Electoral de Texas y la Ley Federal de Derechos de 1965, según enmendada.

Artículo 11. General. Dicha elección se llevará a cabo de conformidad con el Código Electoral de Texas, y sólo los electores calificados que residen en dicha Ciudad serán elegibles para votar en dicha elección. La Secretaria de la Ciudad se autoriza como el Administrador de Elecciones de la Ciudad de Meadowlakes y se asegurará de que dicha elección se lleva a cabo de conformidad con el Código Electoral de Texas. Las devoluciones de dicha elección se dará a conocer tan pronto como sea posible después del cierre de las urnas y que al acuerdo contractual.

Artículo 12. Fecha de vigencia. La presente Resolución entrará en vigencia al momento de su aprobación por mayoría de votos del Concejo Municipal.

PASADO Y APROBADO este día 14 de febrero de 2012.

Don Williams, el alcalde

DOY FE:

Stephanie Littleton, Secretaria de la Ciudad

RESOLUTION NO. 12-002
February 14, 2012

A RESOLUTION BY THE CITY OF MEADOWLAKES, TEXAS, TO ACCEPT
THE NOMINATIONS FOR THE PRESIDING ELECTION JUDGE,
ALTERNATE PRESIDING ELECTION JUDGE AND ELECTION CLERKS
FOR THE MAY 12, 2012 ELECTION PROCESS.

WHEREAS, pursuant to the signed Contract for Election Services between the Burnet County Elections Administrator and the City of Meadowlakes, Texas, for the May 12, 2012 General Election, approved and signed on February 14, 2012 during a "Open to the Public" City Council Meeting, which outlines Barbara Agnew, Elections Administrator for Burnet County, Texas, as Meadowlakes' voting clerk for the May 12, 2012 election process; and

WHEREAS, pursuant to Section 31.092 of the Texas Election Code, the County Clerk of Burnet County and the Marble Falls Independent School District, the Central Texas Groundwater Conservation District and the surrounding cities of voting Precinct 19 may enter into a joint contract for election services; and

WHEREAS, under the above-mentioned contract terms, the County Clerk and County Elections Administrator will perform various election services, including the nomination of election workers and notifying them of their appointments and duties in connection with the local school district and city elections on May 12, 2012.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby:
accepts and supports the nominations of:

Presiding Judge, County Courthouse Annex, Melodee Slade
Alternate Judge, County Courthouse Annex, Peggy Davis
Presiding Judge, Central Counting Station, Karen Seaver
Alternate Judge, Central Counting Station, Tricia Henry
Presiding Judge, Early Voting Ballot Board, Jill Flynn

as the City of Meadowlakes May 12, 2012 Presiding and Alternate Judges.

PASSED AND APPROVED this the 14th day of February, 2012.

ATTEST:

SIGNED:

Stephanie Littleton, City Secretary

Don Williams, Mayor

ORDER OF ELECTION FOR THE CITY OF MEADOWLAKES

An election is hereby ordered to be held on May 12, 2012 for the purpose of electing two (2) Council Members and one (1) Mayor for two-year terms each.

Early voting by personal appearance will be conducted each weekday at Marble Falls Courthouse Annex, 810 Steve Hawkins Parkway, Marble Falls, Texas or at Burnet County Courthouse, 220 S. Pierce, Burnet, Texas between the hours of 8:00 a.m. and 5:00 p.m. on April 30, May 1, 2, 4, and May 8, 2012 and between 7:00 a.m. and 7:00 p.m. on May 3 and May 7, 2012.

Applications for ballot by mail shall be mailed to:

**Elections Administrator
Burnet County
220 South Pierce
Burnet, Texas 78611**

Applications for ballot by mail must be received, not postmarked, not later than the close of business on May 4, 2012.

Issued this the 14th day of February, 2012.

Don Williams, Mayor

ORDEN DE ELECCION PARA LA CIUDAD DE MEADOWLAKES , TEXAS

La elección se ordena que se celebrará el 12 de mayo de 2012 para el fin de elegir a dos (2) miembros del Consejo y un (1) Mayor de dos años cada uno.

La votación anticipada en persona se llevará a cabo de lunes a viernes en el Palacio de Justicia de mármol Cataratas del anexo, 810 Steve Hawkins Parkway, Marble Falls, Texas o en la Corte del Condado de Burnet, 220 S. Pierce, Burnet, Texas en el horario de las 8:00 am y 5: 24:00 el 30 de abril, mayo 1, 2, 4, y 8 de mayo de 2012 y entre las 7:00 am y las 7:00 pm el 3 de mayo y 7 de mayo de 2012.

Las solicitudes para boletas por correo deberán enviarse a:

**Elections Administrator
Burnet County
220 South Pierce
Burnet, Texas 78611**

Las solicitudes para boletas por correo deben ser recibidos, no mataselloa, a más tardar al cierre de actividades el 4 de mayo de 2012.

Emitido el día 14 de febrero de 2012.

Don Williams, Alcalde

MAY 12, 2012 CITY ELECTION POSITIONS:

PLACE #1 BILL PICKARD

PLACE #3 RUSTY CRAWFORD

MAYOR DON WILLIAMS

City of Meadowlakes

Items for Consideration

City Council Meeting

February 14, 2012

Date: February 9, 2011

To: Honorable Mayor Williams and Council Persons

From: Johnnie Thompson, City Manager

Agenda Item: New Business-VII-F-Repairs to golf complex parking lot

Requested Council Agenda Date: February 14, 2012

1. **Contact Name & Number:** Johnnie Thompson, City Manager-830-693-2951
2. **Place On:** ☐ Consent ☒ New Business ☐ Old Business
3. **Budget Impact Statement Attached:** ☐ Yes ☒ No ☐ N/A
4. **Original Copies of Documents Approved to from by City Attorney?** ☐ Yes
☐ No ☒ N/A
-

5. Background:

In 2008 the parking lot at the restaurant/golf course was seal coated by Burnet County and at that time, due to limited funds, we only applied one course of coating when it really needed two. The parking lot is beginning to deteriorate to point that in order to protect our previous investment it needs another overlay and some pothole repairs. In general the parking lot has experienced fairly consistent cracking and has developed several potholes. The pothole repairs will be done in-house and the County will provide the equipment and labor needed for the seal coating; however we will be responsible for the cost of the needed materials, which is estimated to be around \$4,000. Below you will find a few pictures indicating the general condition of the parking lot.



Sample pothole area that will require saw cutting and subgrade stabilized prior to recoating.



Areas that if not repaired by overlay, may develop into potholes that could require more intensive repair at a greater cost.

6. Recommendation:

My recommendation would be to make the necessary repairs as soon as it can be scheduled with the County. Funding for the repairs would come from lease income from the lease of the golfing facility to the PFC. Per our agreement with the PFC we are responsible for repairs to the parking lot and they are responsible for all marking and striping. Adequate funds are currently available within the fund to cover the estimated cost of the materials. Following action on this item you will note that action is being requested on executing an Interlocal agreement between the City and the County for providing the needed services.

City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012

Date: February 9, 2011

To: Honorable Mayor Williams and Council Persons

From: Johnnie Thompson, City Manager

Agenda Item: New Business-VII-G-Interlocal Agreement with Burnet County for repairs of golf complex parking lot

Requested Council Agenda Date: February 14, 2012

1. Contact Name & Number: Johnnie Thompson, City Manager-830-693-2951

2. Place On: _____ Consent ☒ New Business _____ Old Business

3. Budget Impact Statement Attached: _____ Yes ☒ No _____ N/A

4. Original Copies of Documents Approved to from by City Attorney? _____ Yes
_____ No ☒ N/A

5. Background:

Provisions in state law allows a County to provided up to \$15,000 of in-kind assistance to a city with certain restrictions being place on the assistance such as the in-kind assistance can only be utilized on City owned property. Most cities utilize the county assistance in seal coating their streets however since our streets are owned by the POA they do not qualify. As mentioned in and earlier agenda item the County in 2008 made some repairs and seal coated the restaurant/golf parking lot via an interlocal agreement. The approximate cost of the repairs was \$7500 mainly due to the cost of making some needed repairs.

I have attached an update of the 2008 agreements for your consideration, since you may be acting on the interlocal agreement prior to the County I would suggest that you if so desire to enter into the interlocal you authorizes the Mayor to execute on behalf subject to obtaining to any non-substantial changes as may be made by Burnet County.

6. Recommendation

I anticipate Precinct #4 Commissioner Joe Don Dockery to be present to answer any questions you may have. Even if you do not authorize the repairs to the parking lot I would recommend that you authorize entering into the interlocal. We have discussed the County doing some grading and drainage work at the sewer treatment plant.

INTERLOCAL SERVICE AND INDEMNITY AGREEMENT

STATE OF TEXAS COUNTY OF BURNET CITY OF MEADOWLAKES

This agreement is entered into by and between the City of Meadowlakes, Burnet County, Texas, acting by and through its governing body, and hereinafter called "City" and the County of Burnet, State of Texas, acting by and through its governing body, hereinafter called "County" upon the following Terms and Conditions.

The County has agreed to help the City with repair of the *municipal owned golf complex parking* lot damage. The agreed assistance to the City by the County is furnishing and using the County's equipment and/or employees, within the limitations prescribed by law, on condition that the City hold the County harmless from loss, damage, or liability that the County may suffer from claims made against it because of the use, furnishing or operation of the County's equipment or actions by the County's employees in the use, operations or maintenance of such equipment on behalf of the City.

IT IS HEREBY AGREED:

1. The City undertakes to indemnify and save the County harmless from any liability or damages the County may suffer from claims, demands, suits, or judgments against the County arising out of the use, maintenance or operations of the County's equipment or machinery, or the acts, or omissions of the County's employees in the operations, use or maintenance of said equipment or machinery, for the City, except those acts or omissions that may reasonably be determined to be gross neglect of the County or its employees.
2. The indemnity herein provided for will extend from this day, until the above described project has been completed, or September 30, 2012, whichever comes first.

County of Burnet, Joe Don Dockery
County Commissioner, Precinct 4
220 S. Pierce, Burnet, Texas 78611
(512) 756-5235

3. All projects are subject to a mobilization charge of \$750.00 and subject to a one day minimum charge for equipment mobilized (see Table below). Other equipment valuation, estimated project duration, and equipment/labor needs determined by the Commissioner's Court.

Table A.

6 yard Dump Truck	\$200.00
Articulating Loader	\$300.00
Back Hoe Tractor	\$250.00
Flat bed Truck	\$100.00
Oil Distributor Truck	\$250.00
Water Truck	\$150.00
Chip Spreader	\$1,250.00
Sweeper/Power Broom	\$150.00
Roller	\$150.00
Operator	\$200.00

As an example, a normal "seal coat" project would be valued at approximately \$7,000.00 per day of utilization of County equipment and labor applying the rates of Table A and the average appropriate number of operators. State law sets forth a maximum limitation on inter-local agreements at \$15,000.00 value per entity per fiscal year.

5. The County may agree to assist the requesting entity with improvements to streets, etc., located within said entity's jurisdiction. Assistance to the entity by the County is furnished using County equipment and/or employees, within the limitation prescribed by State law, on condition that the entity hold the County harmless from loss, damage, or liability that the County may suffer from claims made against it because of the use, furnishing, or operation of the County's equipment, or action by the County's employees in the use and/or operation of such equipment on behalf of the requesting entity.
6. The City requests "chip and seal" coating of the entire length of Pecan Ave. within the corporate limits of the City, an already paved street measuring 20 ft. wide x ft 4,752 ft long.
7. The County will purchase the required and suitable materials for the account of the City which shall pay the invoices at cost and without markups for the materials as when necessary as per the Interlocal Purchase Agreement attached.

All Costs Totaled

Paving rock (Grade 5 washed rock)	
Emulsion Oil (HFRS-2)	
	Total =

8. The County will furnish written notice to the City of any claim made against the County on the indemnified obligations. The County will comply with all Ordinances and provisions regarding claims against the City.

This agreement may be canceled by mutual consent of both parties; however, any such cancellation will not relieve the City from any obligations entered herein for any liability or damages the County may suffer because of claims, demands, suits, costs or judgments against the county arising before the date of cancellation of this agreement.

Approved this _____ day of _____, 2012 by unanimous vote of the City Council of the City of Meadowlakes.

Don Williams, Mayor

Date

Stephanie Littleton , City Secretary

Date

County of Burnet

Date

Joe Don Dockery, County Commissioner, Precinct 4

Date

Donna Klaeger, County Judge

Date

**INTERLOCAL AGREEMENT BETWEEN BURNET COUNTY, TEXAS,
AND THE CITY OF MEADOWLAKES, TEXAS.**

AN AGREEMENT PROVIDING FOR PURCHASE OF ROAD MATERIALS FOR
MAINTAINING PUBLIC ROADS FOR THE CITY OF MEADOWLAKES BY BURNET
COUNTY FOR THE BENEFIT OF ALL CITIZENS OF BURNET COUNTY, INCLUDING
THOSE IN THE CITY OF MEADOWLAKES.

RECITALS

WHEREAS, the Texas Interlocal Cooperation Act permits local governments to contract among themselves for the performance of "governmental functions and services;" and,

WHEREAS, Burnet County ("County") is a local governmental agency responsible for the maintenance of county roads for the traveling public across Burnet County. As a part of this function, Burnet County routinely purchases road material such as rock, gravel, and emulsion oil; and,

WHEREAS, the City of Meadowlakes ("City"), Texas, is a municipality located within the confines of the County, said City is responsible for the maintenance of city streets for the traveling public across its limits. As a part of this function, the City requires the purchase of road material such as rock, gravel, and emulsion oil; and,

WHEREAS, the City and the County understand and agree that the concept of purchasing road materials together through one entity in the form of an annual bidding process for volume purchasing will benefit both parties by allowing for the purchase of needed road materials at the most cost effective price.

The parties to this Agreement hereby agree as follows:

AGREEMENT

1. The County and City agree that the County shall purchase all needed road materials on behalf of the two entities in order to achieve the most cost effective price for volume purchasing.
2. Upon receipt of the invoices for the specific material ordered by the County on behalf of the City, the County shall immediately forward these invoice(s) for said materials to the City for payment at cost. Within two weeks of the receipt of an invoice from the County, the City shall forward monies to pay for the invoice(s) directly to the County. The County shall forward these monies to the vendor to satisfy payment for the materials purchased on behalf of the City.
3. The City shall make necessary arrangements with the County to pick up its requested road materials upon its availability.

TERM OF AGREEMENT

The term of this agreement is for the FY ending 2012, after which the agreement shall renew

automatically for successive years. The City shall notify the County of its road work needs in writing by March 15th of each year. The County shall then schedule this work, calculate and purchase the necessary materials as described above under "Agreement."

Either party to this agreement may terminate the agreement without cause by notifying the other party in writing no later than the 15th day of March of any year. At the termination of this agreement, payment of all outstanding invoices due for material ordered for the City must immediately be paid by the City to the County.

IN WITNESS WHEREOF, the governing bodies of both the County and the City have approved and adopted this Agreement and have caused this Agreement to be executed. It shall become effective on the day after the latest signature date below.

AGREED to and ADOPTED by the Commissioners Court of Burnet County, Texas, on this _____ day of _____, 2012.

Donna Klaeger, Burnet County Judge

Joe Don Dockery, Burnet County Commissioner, Precinct 4

Burnet County Clerk

AGREED to and ADOPTED by the City of Meadowlakes, Texas, on this _____ day of _____, 2012.

Mayor, Don Williams City of Meadowlakes

City Secretary, Stephanie Littleton, City of Meadowlakes

City of Meadowlakes
Items for Consideration
City Council Meeting
February 14, 2012

Date: February 9, 2011

To: Honorable Mayor Williams and Council Persons

From: Johnnie Thompson, City Manager

Agenda Item: New Business-VII-H-City Manager Employment Agreement

Requested Council Agenda Date: February 14, 2012

1. Contact Name & Number: Johnnie Thompson, City Manager-830-693-2951

2. Place On: _____ **Consent** ☒ **New Business** _____ **Old Business**

3. Budget Impact Statement Attached: _____ **Yes** ☒ **No** _____ **N/A**

4. Original Copies of Documents Approved to from by City Attorney? _____ **Yes**

_____ **No** ☒ **N/A**

5. Background:

Under separate cover please find my employee evaluation as well as my current employment agreement that which expires on September 30, 2012. The proposed agreement is for an additional two years with no salary increase.