

**NOTICE OF WORKSHOP
OF THE MEADOWLAKES CITY COUNCIL**

Notice is hereby given that a **WORKSHOP** of the Meadowlakes City Council will be held on Tuesday, the 8th day of July, 2014, at 3:00 P.M. in the Meadowlakes City Hall at 177 Broadmoor, Totten Hall, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

- I. CALL TO ORDER
- II. DISCUSSION OF FY 2014/2015 BUDGET
- III. ACTION RELATED TO THE DIRECTION OF STAFF WITH REGARDS TO INVESTIGATION INTO FUNDING OF GOALS, PRIORITIES, AND PROJECTS AS MAYBE DETERMINED BY COUNCIL.
- IV. ADJOURNMENT

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 at the security gate and website, convenient to the public, on July 3rd, 2014, by 3:00 P.M. and remained so posted continuously for at least 72 hours immediately preceding the day of said meeting.

/s/ Mary Ann Raesener
Mary Ann Raesener, Mayor

/s/ Christy Fath
Christy Fath, City Secretary

Posting Removed: _____ at _____ by _____
(To be recorded upon removal, document retention at City Hall, posting removal date will not be reposted via website)

NOTICE OF CALLED MEETING OF THE MEADOWLAKES CITY COUNCIL

~ STATED MEETING ~

Notice is hereby given that a **STATED COUNCIL MEETING** of the Meadowlakes City Council will be held on **Tuesday, the 8th of July, 2014 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. June 10th, 2014 Meeting Minutes –Christy Fath, City Secretary
 - B. June 24th, 2014 Workshop Minutes – Christy Fath, City Secretary
 - C. Ordinance Enforcement June 2014 Activity Report – Pat Preston
 - D. Animal Control June 2014 Activity Report - Robbie Galaway, Officer
 - E. Patrol Activity June 2014 Report - provided by Meadowlakes Patrol Officers
 - F. Vandalism/Incident June 2014 Activity Report – Christy Fath, City Secretary
 - G. City Building Committee June 2014 Activity Report – Blair Feller, Chairman
 - H. Public Works Department June 2014 Activity Report - Mike Williams, PWD
- 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. Variance request from Paul and Kris Carstens for parking on unimproved area.
- 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 salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding the change in the status of the person's

public employment is not an honorary or salutary recognition for 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.*

A. The next called workshop will be held July 15, 2014 at 10:00 a.m. and the next regularly scheduled meeting will be held August 12, 2014 at 5:00 p.m.

X. 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 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 July 3rd, 2014 by 5:00 P.M. and remained so posted continuously for at least 72 hours immediately preceding the day of said meeting.

/s/Christy Fath
Christy Fath, City Secretary

/s/Mary Ann Raesener
Mary Ann Raesener, Mayor

PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT (830) 693-6840 FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING TIME.

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

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45

City of Meadowlakes
Stated Meeting Minutes
June 10, 2014

I. CALL TO ORDER AND QUORUM DETERMINATION: Mayor Mary Ann Raesener called the meeting to order at 5:00 p.m. declaring that a quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Councilmembers present were Mike Barry, Barry Cunningham, Alton Fields, Clancy Stephenson and Jerry Drummond. Also present was City Manager Johnnie Thompson, City Secretary Christy Fath and Public Works Director Mike Williams.

IV. PLEDGE OF ALLEGIANCE AND PRAYER: Mike Barry led the Council and guests in the Pledge of Allegiance and Mary Ann Raesener led the Council and guests in prayer.

V. MONTHLY STANDARD LIVE REPORTS:

City Manager Johnnie Thompson addressed the Council and citizens, summarizing the contents and major highlights of the monthly reports, including the patrol hours, ordinance & parking violations and the financial condition of the various City funds. He updated Council on the water/wastewater permit renewal and on repairs to Turkey Run and Broadmoor lift stations. Mr. Thompson concluded by informing the Council of the progress on the City Hall parking lot and stated that the paving will be budgeted into the next budget year, and reviewed the upcoming budget process. Councilmember Alton Fields inquired about the possibility of deputizing Ordinance Officer Pat Preston so he could issue traffic citations. Councilmember Jerry Drummond inquired about various line items on the financials report.

VI. CITIZEN COMMENTS: Karen Marshall of PEC spoke to Council about the 2014 Annual Meeting on June 21st in Cedar Park, TX and encouraged members to attend and vote in the board election. She discussed the various activities scheduled for that day.

VI. CONSENT ITEMS

- A. May 21st, 2014 Meeting Minutes –Christy Fath, City Secretary
- B. June 3rd, 2014 Workshop Minutes – Christy Fath, City Secretary
- C. Ordinance Enforcement May 2014 Activity Report – Pat Preston
- D. Animal Control May 2014 Activity Report - Robbie Galaway, Officer
- E. Patrol Activity May 2014 Report - provided by Meadowlakes Patrol Officers
- F. Vandalism/Incident May 2014 Activity Report – Littleton/Fath, City Secretary
- G. City Building Committee May 2014 Activity Report – Blair Feller, Chairman
- H. Public Works Department May 2014 Activity Report - Mike Williams, PWD
- I. May 2014 Detailed Financials Report - Johnnie Thompson, City Manager

After Council discussion, Councilmember Barry Cunningham made a motion to approve the consent items as presented. Councilmember Mike Barry seconded the motion. It passed by a unanimous vote of the Councilmembers present.

46 **VII. OLD BUSINESS:**
47 **A. Action/Discussion/Status Update: Meadowlakes Public Facility Corporation**
48 *operations and financial condition.* Mayor Raesener briefed the council on updates
49 of the golf course and the cash flow. Council discussion ensued. Patti Wray stated
50 that the budget should be ready by end of June. Ms. Wray announced that the PFC
51 will hold a workshop on June 20th at 8:00 a.m. and a workshop/meeting on June
52 24th at 4:00 p.m. at City Hall. Council discussed having a joint workshop with the
53 PFC and decided to join the PFC workshop on June 24th at 4 pm to discuss the PFC's
54 budget. Mayor stated that we will post a potential quorum notice for June 20th and
55 June 24th.

56
57 **VIII. NEW BUSINESS**
58 **A. Briefing on CERT (Community Emergency Response Team) – Joe Hernandez,**
59 **Emergency Management Coordinator – Mayor introduced Joe Hernandez. Joe**
60 **introduced himself and the team of volunteers. Team volunteers present were**
61 **Barbara Bengston, Vee Brown, Bob Brown, Jo Ann Waldeck, Mary Ray, and Don Ray.**
62 **He explained CERT to Council and gave Council a handout on CERT. He explained**
63 **that we are getting close to the tornado season so they are preparing. He discussed**
64 **with the audience how the team is notified when there is an emergency. Mike Barry**
65 **recommended a round of applause for the Cert team.**

66
67 **IX. COUNCIL & MAYOR ANNOUNCEMENTS:**
68 **A. Councilmember Clancy Stephenson inquired about dens of snakes in the community.**
69 **Mayor Raesener suggested that Animal Control Officer Robbie Galaway come to**
70 **next meeting and give an update. Councilmember Stephenson asked about using**
71 **the newsletter to remind residents about the leash law and the requirement of**
72 **registering pets. Johnnie Thompson suggested that the golf cart regulations be put**
73 **in the newsletter also.**
74 **B. Councilmember Jerry Drummond commended Ordinance Officer Pat Preston on a**
75 **job well done according to his reports.**
76 **C. Citizen Bob Brown asked about the paving project. Mayor Raesener and Johnnie**
77 **Thompson discussed the progress. Council discussion ensued. Mayor Raesener**
78 **suggested citizens attend the POA workshop and meeting on June 24th to get details**
79 **of the paving project.**
80 **D. The next regularly scheduled meeting will be held July 8th, 2014 at 5:00 p.m. and a**
81 **called workshop to be held at 3:00 p.m. prior to the July 8th meeting.**

82
83 **X. ADJOURNMENT:** Mayor Mary Ann Raesener adjourned the meeting at 5:46 pm.
84
85

86 **Approved:**

87
88 /s/ Mary Ann Raesener **Date:** _____

89 Mayor, Mary Ann Raesener
90

91 **Attest:**

92

93 /s/ Christy Fath _____ **Date:** _____

94 City Secretary, Christy Fath

DRAFT

**City of Meadowlakes
WORKSHOP
June 24th, 2014**

Identification of quorum:

Council Members Present:

Councilmember Clancy Stephenson
Councilmember Mike Barry
Councilmember Barry Cunningham
Councilmember Alton Fields
Councilmember Jerry Drummond
Mayor Mary Ann Raesener

Staff Present:

City Manager Johnnie Thompson
City Secretary Christy Fath

Topics for Discussion:

- I. CALL TO ORDER AT 4:00 P.M. AND QUORUM DETERMINATION

- II. WORKSHOP DISCUSSION
 - a. DISCUSSION OF PUBLIC FACILITY CORPORATION FY 2014/2015 BUDGET
- III. ADJOURNMENT OF WORKSHOP – ADJOURNED AT 5:34 P.M.

**~ NO ACTIONS TAKEN ~
~ No Written Minutes Recorded ~**

Attest:

/s/ Christy Fath
City Secretary

Date: _____

/s/Mary Ann Raesener
Mayor, City of Meadowlakes

Date: _____

Ordinance Enforcement Report
Summary
June 2014

Calls Received: Ordinance line: 25
Security Gate: 0
City Hall: 5

82 warning letters or notices were issued during the month of June:

- 8 letters regarding Ordinance 6-42 – bushes need trimming around meter boxes
- 1 letter regarding Ordinance 6-49 – no trash receptacle at building site
- 1 letter regarding Ordinance 6-49 – erosion protection required
- 30 letters regarding Ordinance 20-55 – trash containers visible from the street
- 19 letters regarding Ordinance 20-55 – property in need of mowing
- 3 letters regarding Ordinance 20-55 – grass clippings in street
- 2 letters regarding Ordinance 20-55 – limbs on property over 14 days
- 1 letter regarding Ordinance 22-6 – sign ordinance violation
- 4 letters regarding Ordinance 28-55 – trailer, boat or RV parked on drive over 72 hours in 7 days
- 4 letters regarding Ordinance 28-56 – boat or trailer parked on street overnight
- 8 letters regarding Mandatory Watering Restrictions – watering on the wrong day or at the wrong time
- 1 letter regarding PMC 302.4 – tree clearance over street less than 14 feet

24 warning tickets were issued regarding Ordinance 28-55 – for parking infractions most of which were parking on the wrong side of street or parking on the street without a City permit

19 verbal warnings were issued

2 Citations were issued – one regarding a violation of Ordinance 28-56 – trailer parked on property over 72 hours in a 7 day period and one regarding Ordinance 6-49 – erosion protection required

1 Warning Notice was issued – Ordinance 28-56 trailer parked on property over 72 hours in a 7 day period

Submitted by:

Pat Preston

Pat Preston
Ordinance Enforcement Officer
July 1, 2014

Animal Control Report

Meadowlakes, Texas

June, 2014

- **One call was for a missing cat**
- **One trapped raccoon was picked up and removed from the city**
- **One trapped possum was picked up and removed from the city**
- **A stray dog was picked up by a resident. He kept the dog until he identified the dog and returned it to its owner**
- **Two copperhead snakes were killed by resident. One water moccasin was killed by animal control officer. One non-poisonous snake was identified and was released**
- **A dead squirrel was picked up and removed from the city**
- **One injured bird and two infant birds were picked up after some overnight high winds. They were delivered to a bird rescue service in Lake Buchanan**
- **A dog attacked another dog and possibly bit it. I confirmed that the dog was current on its rabies shot. I gave a verbal warning to the dog owner for restraint and for not having dog registered in the city**
- **A complaint was received for dog running loose. I issued a verbal warning to the dog owner for restraint and for not having dog registered in the city**
- **A resident reported two small stray kittens staying in her courtyard. They were gone upon arrival. I asked her to call me if the kittens returned**

Robbie Galaway

Robbie Galaway

City of Meadowlakes
VANDALISM/INCIDENTS-June 2014

One incident at 317 Mahan of a tablet notebook stolen from an unlocked vehicle while owner went into house.

BUILDING COMMITTEE REPORT
June 2014
Blair Feller – Building Committee Chairman

ACTIVE BUILDING PERMITS (under construction or review)15
(adjusted for the completion of several projects)

June 2014 Approved Permits

Deck	
Fence	4
Swimming Pool/Hot Tub	
Remodel	2
Variance	
New Homes	
Other	
Patio Cover	2
Arbor	
Plat Amendment	
Consultation	
Playscape	
Permit Revisions	
Applications denied:	Arbor
	Fence
	New home
	Variance
	Remodel
	Patio Cover
	Playscape
	Detached Structure
	Carport
	Propane gas storage tank
	Roof replacement
	Other

City of Meadowlakes

177 Broadmoor
Meadowlakes, Texas 78654
USA

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

MEMORANDUM

Date: July 1, 2014
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. There were 11.3 million gallons of water treated in May.
2. The golf course irrigation pump house (on the #10 fairway) was damaged during the recent storms and repairs to that building were made by public works staff.
3. Tasks for the POA that were done this month include: Completed 2 mowing cycles of vacant lots, routine maintenance at the guard gate (weeding flower beds, mowing), mowed POA property including: roadway islands, parks and common area around Fairway Lane, road patching on Chaparral, clearing grass and weeds from concrete drainage ditch on Turkey Run @ Spyglass.
4. We are continuing the process of renewing the TCEQ permit for our wastewater plant. Source Environmental Sciences of Houston is processing the application for us and this is the same company the handled the renewal for us in 2009. This permit is renewed every 5 years and the current permit expires on December 31 of this year. The completed application was submitted to TCEQ and we have received a Declaration of Administrative Completeness from the TCEQ, which means that they have the necessary information to process the application renewal. We have published the required public notification in the May 2 edition of the Highlander newspaper and a copy of the application renewal packet is available for public review in city hall.
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. We are seeing more limbs that are being put out for us to chip that are smaller than the required diameter per our ordinance. A door hangar is left at any home that have items that do not meet the requirements of the ordinance. We have seen a significant increase in brush over the past 2 weeks due to the recent storms. There were 18 houses on the brush pickup list each of the past 2 weeks.
6. The pump control panel and alarm panel for the sewage lift station on Broadmoor have been replaced due to electrical damage received during the recent storms. The pump control panel was on hand since it was scheduled to be replaced during the upcoming renovations to that lift station.

7. The site grading on the parking lot expansion at city hall has been completed. We have received a bid from a contractor for the concrete curb and driveway work, but due to the high cost this work will be done in house and will be scheduled as soon as possible.

8 Just a reminder that a date change was made for the upcoming Household Hazardous Waste Event in Burnet due to a scheduling conflict at the fairgrounds. The collection date has been set for September 13, 2014 instead of September 20. A full HHW event will be held at the Burnet County Fairgrounds. This event would include collection of used motor oil, Vehicle batteries, latex and oil based paint, tires, electronics as well as household chemicals. We will keep you updated with further information about this event as they become available.

9. Staff have been installing new conduit at the water treatment plant for planned upgrades to the SCADA system. SCADA stands for supervisory control and data acquisition. This is the computer system that is used for the automated operation of the water plant. The current system was installed in 2004.

VARIANCE REQUEST

***Note to requestor: Variance must be signed by property owner only. Also, if you are representing the property owner then a letter signed by the property owner stating such representation shall be provided at the time this request is submitted.**

DATE OF REQUEST: July 2, 2014 NATURE OF REQUEST # 6
(see #'s below)

OWNER'S NAME : Paul & Kristin Carstens
PROPERTY'S ADDRESS : 105 Meadowlakes Dr
PROPERTY'S LOT NO. :

VARIANCE REQUESTED BY: Kris Carstens
ADDRESS : 340 Mahan St

TELEPHONE : H 830-693-7821 C 830-613-4628

* The City Building/Architectural Control Committee &/or City Planning & Zoning Committee may grant variances, on a case by case basis considering the merits, for the following:

- #1 SETBACK from front _____, back _____, side _____ lot boundary line
- #2 LOCATION of structure
- #3 TYPE OF MATERIAL USED IN CONSTRUCTION
- #4 PERCENTAGE OF MASONRY USED IN CONSTRUCTION
- #5 TEMPORARY PLACEMENT OF BUILDING MATEIALS WHILE USED IN CONSTRUCTION
- #6 OTHER: (describe) Temporary parking on non-paved area for commercial use for 60-90 days

EXPLANATION: In process of talking to LCRA, then a concrete contractor to increase size of paved parking. Concerned about over-flow parking onto Meadowlakes Dr just outside gates. Request variance to park on granite gravel on N side of building for employees & over-flow to limit any obstruction to traffic.

REASON FOR REQUEST: Commercial parking

[Signature] 7-2-14 Amended Plats Exist: YES or NO
Property Owner's Signature Date

ACTION BY CITY BUILDING/ARCHITECTURAL CONTROL COMMITTEE:
DATE _____ APPROVED _____ DISAPPROVED _____
EXPLANATION OF ACTION: _____

* SEE POA 7.02 & CITY CODE 150.03, 150.06 & 151.42 Four (4) signatures required:

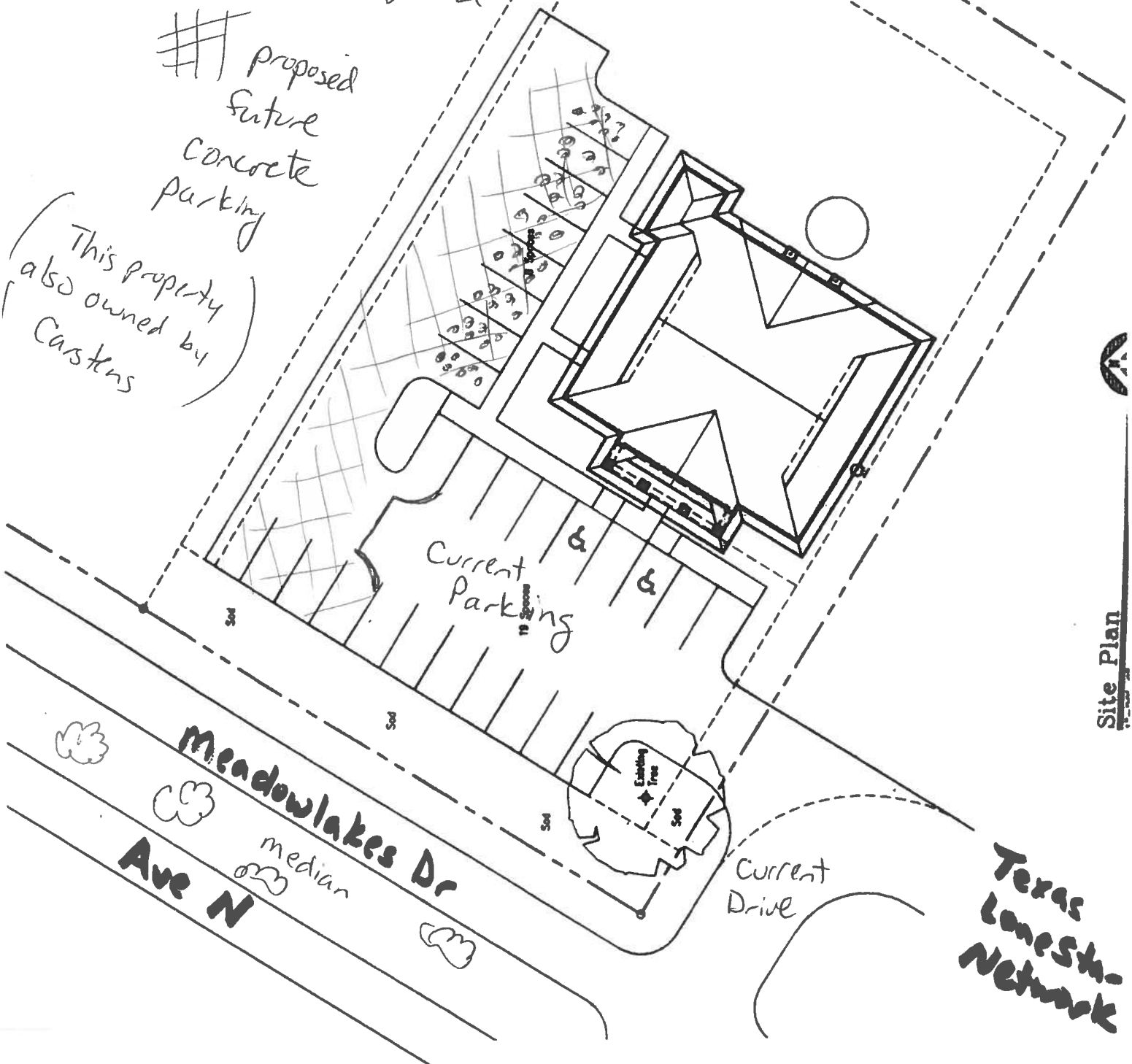
_____ Chairman of Committee	_____ Committee Member
_____ Committee Member	_____ Committee Member
_____ Committee Member	_____ Committee Member

105 Meadowlakes Dr
Carstens, Paul & Kris
hm 830-693-7821
cell 830-613-4628

desired temporary
parking on
granite gravel

Proposed
future
concrete
parking

(This property
also owned by
Carstens)



Site Plan

Texas
LoneStar
Network