

**NOTICE OF WORKSHOP AND STATED MEETING OF THE
MEADOWLAKES CITY COUNCIL
TUESDAY, SEPTEMBER 8, 2015
3:30 P.M.**

**~COUNCIL WORKSHOP ~
SEPTEMBER 8, 2015
AT 3:30 p.m.**

Notice is hereby given that a **COUNCIL WORKSHOP MEETING** of the Meadowlakes City Council will be held on **TUESDAY, the 8th of SEPTEMBER, 2015 at 3:30 p.m.** at Meadowlakes City Hall, 177 Broadmoor, Totten Hall, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

1. August 2015 Financial Statement and budget amendments to Fiscal Year 2015 Budget.
2. Fiscal Year 2016 Budget.
3. Changes to the Meadowlakes Public Facility Corporation's by-laws and articles of incorporation.
4. Dissolution of the Meadowlakes Public Facility Corporation.
5. Organizational frame work of the Recreation Fund.

**~ STATED COUNCIL MEETING ~
SEPTEMBER 8, 2015
AT 5:00 p.m.**

Notice is hereby given that a **STATED COUNCIL MEETING** of the Meadowlakes City Council will be held on **TUESDAY, the 8th of SEPTEMBER, 2015 at 5:00 p.m.** at Meadowlakes City Hall, 177 Broadmoor, Totten Hall, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

1. CALL TO ORDER AND QUORUM DETERMINATION
2. PLEDGE OF ALLEGIANCE AND PRAYER
3. CITIZEN COMMENTS (*Limited to 15 minutes total on general subjects and agenda items. Agenda Item specific comments should be made as part of agenda item council discussion.*)
4. 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
5. 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. August 11th, 2015 Stated Meeting Minutes – Christy Fath, City Secretary
 - B. August 27th, 2015 Public Hearing Meeting Minutes – Christy Fath, City Secretary
 - C. September 1st, 2015 Public Hearing Meeting Minutes - Christy Fath, City Secretary
 - D. Ordinance Enforcement August 2015 Activity Report – Pat Preston, Ordinance Officer
 - E. Animal Control August 2015 Activity Report - Robbie Galaway, Officer
 - F. Patrol Activity August 2015 Report - provided by Meadowlakes Patrol Officers
 - G. Vandalism/Incident August 2015 Activity Report – Christy Fath, City Secretary
 - H. City Building Committee August 2015 Activity Report – Blair Feller, Chairman

- I. Public Works Department August 2015 Activity Report - Mike Williams, PWD
- J. August 2015 Detailed Financials Report - Johnnie Thompson, City Manager

6. ACTION ITEMS:

- A. Discussion/Action: **Ordinance 2015-02 - Amending the FY15 budget** - Thompson
- B. Discussion/Action: **Ordinance 2015-03 - Adoption of the 2015-2016 Fiscal Year Budget** – Thompson
- C. Discussion/Action: **Ordinance 2015-04 - Adoption of the 2015 Ad Valorem tax rate** – Thompson
- D. Discussion/Action: Authorize City Manager to retain firm to conduct fiscal year 2015 audit – Thompson
- E. Discussion/Action: Approval of fire protection contract with the Marble Falls Area Volunteer Fire Department Inc. – Thompson
- F. Discussion/Action: **Resolution 2015-005 - Amending City's Personnel Manual-** Thompson
- G. Discussion/Action: **Resolution 2015-006 - Adopting rules and rates of the Meadowlakes Public Facility Corporation** - Thompson
- H. Discussion/Action: FY2016 Capital Area Regional Notification System (RNS) Agreement – Carter
- I. Discussion/Action: Appointment of Council Members to the Commissions, Boards and Committees Selection Committee – Mayor Raesener
- J. Discussion/Action: Amending Meadowlakes Public Facility Corporation by-laws and articles of incorporation.– Mayor Raesener/Thompson
- K. Discussion/Action: Appointing member to PFC to serve until time in which it is feasible to dissolve the Corporation – Mayor Raesener/Thompson
- L. Discussion/Action: Authorizing Mayor and City Manager to execute on behalf the City a lease/purchase agreement with the Meadowlakes Property Owner's Association, Inc. for the lease/purchase of golf course related equipment, total amount of lease/purchase not to exceed \$225,000 - Thompson
- M. Discussion/Action: Authorizing the City Manager to purchase various pieces of equipment via Buy Board pricing at an amount not to exceed \$225,000 - Thompson
- N. Discussion/Action: **Resolution 2015-007 - Authorizing City Manager to make short term loan the Meadowlakes Public Facility Corporation** - Thompson
- O. Discussion/Action: Noise Ordinance – Drummond

7. 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 regularly scheduled meeting will be held October 13, 2015 at 5:00 p.m.

8. 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 at the security gate and on our website, convenient to the public, on or before September 4th, 2015 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.
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Posting Removed: _____ **at** _____ **by** _____
(To be recorded upon removal, document retention at City Hall, posting removal date will not be reposted via website)

**City of Meadowlakes
Stated Meeting Minutes
August 11, 2015**

- 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 Alton Fields, Mike Barry, Barry Cunningham, Clancy Stephenson and Jerry Drummond. Also present was City Manager Johnnie Thompson, Mike Williams, Flood Plain Administrator and City Secretary Christy Fath.
- II. PLEDGE OF ALLEGIANCE AND PRAYER:** Councilmember Alton Fields led the Council and guests in the Pledge of Allegiance. Franzella Jones, resident, led the Council and guests in prayer.
- III. CITIZEN COMMENTS:** None.
- IV. 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 and parking violations. Councilmember Drummond asked what was owed on bonds and Johnnie stated that the total amount of bonds out as of end of FY2015 was \$3.175 million outstanding.
- V. CONSENT ITEMS:**
- A. July 14th, 2015 Workshop & Stated Meeting Minutes – Christy Fath, City Secretary**
 - B. July 23, 2015 Called Special Meeting Minutes – Christy Fath, City Secretary**
 - C. August 4, 2015 Workshop Minutes - Christy Fath, City Secretary**
 - D. August 5, 2015 Workshop & Called Special Meeting - Christy Fath, City Secretary**
 - E. Ordinance Enforcement July 2015 Activity Report – Pat Preston**
 - F. Animal Control July 2015 Activity Report - Robbie Galaway, Officer**
 - G. Patrol Activity July 2015 Report - provided by Meadowlakes Patrol Officers**
 - H. Vandalism/Incident July 2015 Activity Report – Christy Fath, City Secretary**
 - I. City Building Committee July 2015 Activity Report – Blair Feller, Chairman**
 - J. Public Works Department July 2015 Activity Report - Mike Williams, PWD**
 - K. July 2015 Detailed Financials Report - Johnnie Thompson, City Manager**

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

VI. ACTION ITEMS:

A. Action/Discussion/Status Update: Financial status of Meadowlakes Public Facility Corporation and its dissolution. Johnnie Thompson reviewed the PFC financials with the Council. He stated that the separation agreement between the Meadowlakes PFC and Jeff Wilson has been executed. Mr. Thompson briefly reviewed the separation agreement and the transition of the golf course. He stated that the renovations of the Club are on schedule but won't be finished with the tile, and the ceiling will be painted around January to February due to the labor involved and that time period will be a slower time for the club.

B. Action/Discussion: CLOSED EXECUTIVE SESSION: IN ACCORDANCE WITH TEXAS GOVERNMENT CODE CHAPTER 551.074 (a) (1) SECTION: 551.074 - PERSONNEL MATTERS - To discuss and review City Manager's performance. Convened into executive session at 5:15 p.m.

C. Action/Discussion: Reconvene in Open Session for action regarding City Manager's performance and employment contract. Reconvened into open session at 5:36 p.m. Mayor Raesener commended Johnnie on his performance. After Council discussion, Councilmember Drummond made a motion to provide Johnnie Thompson with \$4,000 as a bonus to be paid in two equal payments on December 15th, 2015 and on April 1st, 2016. Councilmember Fields seconded the motion. It passed by a unanimous vote of the Councilmembers present.

D. Discussion: Noise Ordinance – Drummond. Councilmember Drummond discussed the proposed noise ordinance. Council expressed desire to give the ordinance to City legal for their review.

E. Action/Discussion: Authorizing City Manager to solicit quotes for replacement and financing of replacement maintenance equipment for the City's golfing complex. Johnnie Thompson discussed the need of replacing and financing of the maintenance equipment and lease purchasing option. He stated that the total cost will come in around \$225,000. After Council discussion, Councilmember Fields made a motion to recommend that the City Manager be authorized to obtain firm pricing for the needed equipment and authority to begin negotiations with POA, as well as, other financial institutions to obtain the most favorable means of financing the equipment. Councilmember Drummond seconded the motion. It passed by a unanimous vote of the Councilmembers present.

VII. COUNCIL & MAYOR ANNOUNCEMENTS:

- 93 **A. The next regularly scheduled meeting will be held September 8th, 2015**
94 **at 5:00 p.m.**
95 **B. Debbie Carter announced the September 12th BOPATE collection at the**
96 **Burnet County Fairgrounds.**

97
98 **VIII. ADJOURNMENT:** Mayor Raesener adjourned the meeting at 5:59 p.m.
99

100 **Approved:**

101
102 /s/ Mary Ann Raesener **Date:** September 8, 2015
103 Mayor, Mary Ann Raesener

104
105 **Attest:**

106
107 /s/ Christy Fath **Date:** September 8, 2015
108 City Secretary, Christy Fath

**City of Meadowlakes
Public Hearing Minutes
August 27, 2015**

- I. CALL TO ORDER AND QUORUM DETERMINATION:** Mayor Mary Ann Raesener called the meeting to order at 2:00 p.m. declaring that a quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Councilmembers present were Barry Cunningham, Mike Barry, Alton Fields, Clancy Stephenson and Jerry Drummond. Also present was City Manager Johnnie Thompson and City Secretary Christy Fath.
- VII. NEW BUSINESS**
- A. Action/discussion: Public Hearing on Proposed Tax Rate for FY2015-2016.** Johnnie Thompson reviewed the proposed tax rate with Council. He stated that two public hearings are required. There were no citizen comments at the public hearing. No action taken.
- VIII. COUNCIL & MAYOR ANNOUNCEMENTS:**
- A. Mayor Raesener announced that there will be another public hearing on the tax rate and budget on Tuesday, September 1st at 2:00 p.m. and the next regularly scheduled meeting will be held on Tuesday, September 8th at 5:00 p.m.**
- IX. ADJOURNMENT:** Mayor Mary Ann Raesener adjourned the Public Hearing meeting at 2:24 p.m.

Approved:

/s/ Mary Ann Raesener
Mayor, Mary Ann Raesener

Date: September 8, 2015

Attest:

/s/ Christy Fath
City Secretary, Christy Fath

Date: September 8, 2015

**City of Meadowlakes
Public Hearing Minutes
September 1, 2015**

- I. CALL TO ORDER AND QUORUM DETERMINATION:** Mayor Mary Ann Raesener called the meeting to order at 2:00 p.m. declaring that a quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Councilmembers present were Barry Cunningham, Mike Barry, Alton Fields, Clancy Stephenson and Jerry Drummond. Also present was City Manager Johnnie Thompson and City Secretary Christy Fath.

VII. NEW BUSINESS

A. PUBLIC HEARING ON PROPOSED TAX RATE FOR FY2015-2016.

Johnnie Thompson reviewed the proposed tax rate with Council.

B. PUBLIC HEARING ON THE FISCAL YEAR 2016 BUDGET. Johnnie

Thompson reviewed the proposed budget with Council.

There were no citizen comments at the public hearings. Mayor Raesener announced that the proposed tax rate and budget will be presented for adoption at the September 8th, 2015 regular meeting of the City Council.

VIII. COUNCIL & MAYOR ANNOUNCEMENTS:

A. There were no announcements made.

- IX. ADJOURNMENT:** Mayor Mary Ann Raesener adjourned the Public Hearing meeting at 2:19 p.m.

Approved:

/s/ Mary Ann Raesener
Mayor, Mary Ann Raesener

Date: September 8, 2015

Attest:

/s/ Christy Fath
City Secretary, Christy Fath

Date: September 8, 2015

**Ordinance Enforcement Report
Summary
August 2015**

Calls Received: Ordinance line: 5
Security Gate: 2
City Hall: 2

40 warning letters or notices were issued during the month of August:

16 letters regarding Ordinance 20-55 – trash containers visible from the street
6 letters regarding Ordinance 20-55 – limbs on property over 14 days
2 letters regarding Ordinance 22-7 – address number required on each residence
2 letters regarding Ordinance 22-7 – construction sign required for new construction
8 letters regarding Ordinance 28-56 – vehicle, boat or trailer parked on lot
1 letter regarding Ordinance 28-56– trailer/boat parked on drive over 72 hours in a 7
day period
1 letter regarding Ordinance 28-56– trailer/boat parked on street overnight
2 letters regarding PMC 302.4.2 – dead tree on property that needs to be removed
2 letters regarding PMC 302.4 – lot or yard needs mowing or grass clippings in street

32 Warning tickets were issued regarding Ordinance 28-55 – for parking infractions most of which were

for parking on the wrong side of street or parking on the street without a City permit

9 Verbal warnings were issued

4 Warning Notices were issued regarding Ordinance 28-55 - for parking on the street

Submitted by:

Pat Preston

Pat Preston
Ordinance Enforcement Officer
September 1, 2015

Animal Control Report

Meadowlakes, Texas

August, 2015

- A resident reported a skunk running across the road in the early evening. I informed her that it was normal for nocturnal animals to be active during the nighttime.
- A dead kitten in the road was reported by a neighbor. I picked it up and removed it from the city.
- A resident reported that his cat was missing. I checked back in two days and found that the cat had returned.
- One resident complained of varmints running through his back yard.
- Two reports were for barking dogs.
- A skunk was trapped in a city trap. I picked it up and removed it from the city.
- A resident had taken in a loose dog. I picked it up and delivered it to the Marble Falls Animal Control Facility. The owner later called about the dog. I informed her how to retrieve the dog from the city.
- Two cases of residents' dogs getting sprayed by a skunk. I delivered each a city trap.
- I questioned a dog owner about whether her dog was registered with the city. It had previously been picked up and taken to the Marble Falls facility. The dog had not been registered. I informed her of the procedures to get the dog registered. She said she would comply.
- A call was received from a resident that two large dogs were running down Broadmoor. The dogs were gone when I arrived.
- A resident reported a snake on his back porch. I picked up the snake and removed it from the city. It was a copperhead snake.
- A resident reported a lost cat.

Robbie Galaway

Robbie Galaway

MEADOWLAKES PATROL ACTIVITY REPORT August 2015

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL	OTHER	NOTES	Begin Mileage	End Mileage	Miles Driven
8/1/15													0
8/2/15													0
8/3/15	Mon	Koenning	6:00 PM	10:30 PM	4.50	2	2			Made arrest on female passenger on a traffic stop for a Burnet Co. warrant-transported to Burnet Co. Jail	31875	31923	48
8/4/15	Tues	Bindseil	5:00 PM	9:00 PM	4.00						1126	1147	21
8/5/15													0
8/6/15													0
8/7/15	Fri	Koenning	6:30 PM	10:00 PM	3.50	1					32140	32159	19
8/8/15													0
8/9/15													0
8/10/15	Mon	Wilson	8:00 AM	11:00 AM	3.00					Patrol	100255	100270	15
8/11/15													0
8/12/15													0
8/13/15	Thurs	Bindseil	5:00 PM	9:00 PM	4.00						1301	1323	22
8/14/15													0
8/15/15	Sat	Wilson	4:45 PM	7:45 PM	3.00					Stationary radar-Mdwlks Dr.; patrol; check buildings & boat storage	100570	100589	19
8/16/15													0
8/17/15	Mon	Koenning	5:30 PM	9:30 PM	4.00		1	1		Located a king size mattress in roadway on Turkey Run @ St. Andrews. Owner returned to scene & picked up mattress that had fell off of a trailer loaded with furniture.	33076	33100	24
8/18/15													0
8/19/15	Wed	Bindseil	5:00 PM	9:00 PM	4.00					Monitor traffic activity on Meadowlakes Dr.	1711	1722	11
8/20/15													0
8/21/15	Fri	Koenning	7:00 PM	11:00 PM	4.00	1		1		10:05 pm: Located a p/u parked in driveway in 300 blk. of Mahan with the cargo light on. Vehicle was secure & resident notified.	33170	33191	21
8/22/15	Sat	Denton	5:30 PM	9:30 PM	4.00					Stationary radar-Mdwlks Dr.; patrol	81789	81815	26
8/23/15													0
8/24/15	Mon	Bindseil	5:00 PM	9:00 PM	4.00					Monitor traffic activity on Turkey Run, Columbine & Deer Lick	2019	2032	13
8/24/15	Mon	Denton	6:00 PM	7:00 PM	1.00					Patrol; stationary radar-Mdwlks Dr.	82058	82070	12
8/25/15													0
8/26/15	Wed	Denton	10:00 AM	2:00 PM	5.00					Court bailiff; Patrol; Assist with broken tree on Mdwlks. Dr.	82200	82245	45
8/26/15	Wed	Koenning	3:00 PM	7:00 PM	4.00	1		1			33530	33547	17
8/27/14													0
8/28/14													0
8/28/13													0
8/29/14	Sat	Bindseil	10:00 AM	2:00 AM	4.00						2125	2145	20
8/30/14													0
8/31/14													0

TOTALS: 56 5 3 3 0 333

City of Meadowlakes
VANDALISM/INCIDENTS-AUGUST 2015

There were no reports to City Hall of any vandalism/incidents for the month of August.

BUILDING COMMITTEE REPORT
August 2015
Blair Feller – Building Committee Chairman

ACTIVE BUILDING PERMITS (under construction or review)21
(adjusted for the completion of several projects)

August 2015 Approved Permits

Deck	
Fence	1
Swimming Pool/Hot Tub	
Remodel	1
Variance	1
New Homes	1 *See below
Other	
Patio Cover	
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

*New Construction: 358 Firestone Dr.

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**Agenda Item: 6-A-
Adoption Ordinance 2015-
02 – Amending FY15
Budaet**

Date: September 1, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-A -Ordinance 2015-02 - Amending FY2015 Budget

Requested Council Agenda Date: September 8, 2015

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

1. Place On: ___ Consent ☒ New Business ___ Old Business
2. Budget Impact Statement Attached: ___ Yes ___ No ___ N/A
3. Original Copies of Documents Approved in form by City Attorney? ___ Yes
___X___ No

4. Background:

Please find attached for your review and possible approval Ordinance 2015-02 requesting to amend the FY 2015 budget. This is a minor request that will result in the cleaning up of a few line items.

The requested amendments include:

General Fund

- Amend “Flood Plain Administration Expense” by increasing appropriations by \$1,750 as a result of unanticipated costs related to the development of a required hazard mitigation plan for the City. Previously, The Texas Colorado River Floodplain Collation completed the plan for all members but due to funding cuts this year members were required to pay a portion of the cost of developing their Hazard Mitigation Plans.
- Amend “Capital Purchases Under \$5,000” with an increase of \$4,200, in order to fund the \$3,500 reimbursement to the Utility Fund for the purchase of a

2007 Ford van as well as fund the purchase of a used radar trailer from Federal Surplus. The van will be used by the Ordinance Officer in FY16.

- Amend “Contingency” to reflect a decrease of \$5,950 to provide funding for the above referenced items.

Utility Fund

- Amend “2013 Interest and Sinking-Principal” by increasing the total principal paid during the fiscal year by \$101,250 as approved by prior Council action on February 10, 2015.
- Amend “2013 Interest and Sinking-Interest” by decreasing the amount to be paid in fiscal year 2015 by \$1,250; all of which was applied to principal.
- Amend “Utility Fund Reserves” by decreasing the fund reserves by \$100,000 which was paid toward the Fund’s outstanding debt

5. Recommendation:

Adoption of Ordinance 2015-02 is recommended.

City of Meadowlakes

ORDINANCE 2015-02

September 8, 2015

AN ORDINANCE OF THE CITY OF MEADOWLAKES, TEXAS, AMENDING ORDINANCE 2014-02 WHICH ADOPTED THE FISCAL YEAR 2014-2015 MUNICIPAL BUDGET FOR THE CITY OF MEADOWLAKES, TEXAS; FUNDING ACCOUNTS IN THE BUDGET DUE TO UNFORESSEEN EXPENTITURES; PROVIDING AUTHORIZATION TO UTILIZE \$100,000 IN THE UTILITY FUND UNRESERVED FUNDS FOR A ONE-TIME PRINCIPAL PAYMENT ON THE UTILITY FUND'S 2013 WATER TANK LEASE/PURCHASE AGREEMENT; CONTAINING FINDINGS; PROVIDING FOR EFFECTIVE DATE.

WHEREAS, the City Council of the City of Meadowlakes, Texas, adopted the budget by Ordinance 2014-02 within the time and in the manner required by State Law; and

WHEREAS, on February 10, 2015, the City Council of the City of Meadowlakes, Texas, authorized the City Manager by verbal motion to pay an additional \$100,000 on the Utility Fund's 2013 Water Tank Storage lease/purchase agreement; and

WHEREAS, the City Council of the City of Meadowlakes, Texas hereby finds and determines that it is prudent to amend the line items due to unforeseen situations that occurred in the City; and

WHEREAS, the City Council of the City of Meadowlakes, Texas further finds that this amendment will serve the public interest; and

WHEREAS, the City Council of the City of Meadowlakes, Texas finds and determines that the change in the Budget for the stated municipal purposes is warranted and necessary, and that the amendment of the Budget to fund these line items due to unforeseen situations and a matter of public necessity warranting action at this time;

NOW, THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, as follows:

Section 1. The facts and opinions in preamble of this ordinance are true and correct.

Section 2. The City of Meadowlakes, Texas Fiscal Year 2014-2015 Budget is hereby amended to fund the line items as stated in Exhibit "A". This Amendment to the original budget of the City of Meadowlakes, Texas for Fiscal Year 2014-2015 shall be attached to and made part of the original budget by the City Secretary and shall be filed in accordance with State Law. Attached to and made a part of this Ordinance is Exhibit "A", reflecting the budgetary funding of this amendment.

Section 8. It is hereby officially found and determined that the meeting at which this ordinance is passed was open to the public as required, and that public notice of the time, place, and purpose of said meeting was given, as required by the Texas Open Meetings Act.

PASSED AND APPROVED by the City Council of the City of Meadowlakes, Texas, on this the 8th^h day of September, 2015.

CITY OF MEADOWLAKES

**Mary Ann Raesener, Mayor
City of Meadowlakes**

ATTEST:

Christy Fath, City Secretary

EXHIBIT "A"

General Fund

Account No.	Account Description	Current Budget	Amended Budget	Increase/Decrease
05-5500	Flood Plain Administration	\$1,750	\$3,500	\$1,750
05-6327	Capital Purchases Under \$5,000	\$3,500	\$7,700	\$4,200
05-8700	Contingency Fund	\$18,624	\$12,674	-\$5,950

Utility Fund

Account No.	Account Description	Current Budget	Amended Budget	Increase/Decrease
9141	2013 Interest & Sinking-Principal	\$41,238	\$142,488	\$101,250
9142	2013 Interest & Sinking-Interest	\$5,745	\$4,495	-\$1,250
4000	Utility Fund Balance	\$0	\$100,000	-\$100,000

Summary

General Fund-No change in total expenditures for Fiscal Year

Utility Fund-Utilization of \$100,000 in unreserved funds utilized to retire a portion of the Fund's outstanding principal on the 2013 Water Storage Tank Lease/Purchase

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**6-B-Ordinance 2015-03-
Adoptiong FY 2016
Budget**

Date: September 3, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-B-Ordinance 2015-03-Adopting Fiscal Year 2016 Budget

Requested Council Agenda Date: September 8, 2015

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

1. **Place On:** ___ Consent ☒ New Business ___ Old Business
2. **Budget Impact Statement Attached:** ___ Yes ___ No ___ N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ___ Yes
___ No

4. Background:

Please find attached for your review and consideration Ordinance 2015-03 which address adoption of the Fiscal Year 2016 budget for the City along with the proposed Fiscal Year 2016 Budget. I have made the following changes to the proposed budget filed with you on August 6th.

General Fund

- Amended Flood Plain Administration Expense to reflect a \$1,750 in additional funding for the FEMA required "Hazard Mitigation Plan."
- Amended Capital Expenditures Under \$5,000, \$4,200 to provide for the reimbursement to the Utility Fund for the purchase of a used van and to provide funding for the purchase of a used radar trailer.
- Reduced Contingencies by \$5,950 to provide funding for the above additional expense.
- Increased Salary-Exempt Employee expense by \$4,000 as per Council action.
- Corrected a calculation error in Contingencies/Transfers to Reserves which resulted in a decrease of \$3,300 (\$4,000 additional payroll less \$700 calculation error)

Recreation Fund

- Adjusted Merchandise sales to reflect only income and expenses related to those sales in the pro shop during the month of September. Prior all sales and expenses were Jeff Wilson's which was just processed through the PFC.
- Increase Food & Beverage income by \$10,000 and increase Food & Beverage salaries by \$10,000. The additional salary expense will not be incurred unless adequate sales have been developed to support the additional salary expense.
- Increased Capital Expenditures/Major Renovation Expense by \$10,000 to cover unknown cost associated with the remodeling of the restaurant building and purchase of needed equipment.
- Increased the transfer of funds from reserves by \$10,000 to provide funding for increased Capital Expenditures/Major Renovations so noted above.

Fund Reserves

Updated fund reserves to reflect changes to the various budgets as noted above, also corrected a formula (calculation) error within the Utility Fund reserve breakdown.

5. Recommendation:

In order to adopt the Fiscal Year 2016 budget, two separate votes must be taken. Due to the fact that we are generating more income from ad valorem taxes than we did last year, we are required to have a separate vote regarding the fact the budget reflects additional income from ad valorem taxes, and the second action will require a verbal recorded vote on the actual adoption of ordinance approving the Fiscal Year 2016 budget.

The first action is simply a verbal motion to state that more income will be derived from ad valorem taxes than last year, and it may be done by entering the following motion into the minutes of the meeting:

"I move to ratify that the Fiscal Year 2016 Budget will raise \$51,450 more in ad valorem tax income than last year"

The second vote as mentioned above must be verbally, which means that the Ordinance upon execution by the Mayor will each of you votes recorded within the language of the Ordinance.

The budget must be adopted prior to the adoption of the ad valorem tax rate.

City of Meadowlakes

ORDINANCE 2015-03

September 8, 2015

AN ORDINANCE OF THE CITY OF MEADOWLAKES, TEXAS, ADOPTING THE OFFICIAL BUDGET FOR THE 2016 FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016 IN ACCORDANCE WITH LAWS OF THE STATE OF TEXAS, APPROPRIATING THE VARIOUS AMOUNTS THEREOF, PROVIDING FOR THE INVESTMENT OF FUNDS; AND REPEALING ALL ORDINANCES IN CONFLICT THEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City Manager of the City of Meadowlakes, Texas, has submitted to the citizens of Meadowlakes and the City Council on August 6, 2015 a proposed budget of the revenues of said City and the expenditures of conducting the affairs thereof, providing a complete financial plan for the next fiscal year, and which budget has been compiled from detailed information obtained from the departments, divisions and offices of the City of Meadowlakes; and

WHEREAS, the City Secretary did post notice of the proposed budget and it was filed and was available for public inspection; and

WHEREAS, on September 1, 2015, the City Council of the City of Meadowlakes held a public hearing on its proposed budget for the 2016 Fiscal Year beginning October 1, 2015 and ending on September 30, 2016; and

WHEREAS, all residents and taxpayers, attending said public hearing had the right to be present and to be heard, and those who requested to be heard were heard; and

WHEREAS, the City Council has considered the Proposed Budget and has made changes to the Proposed Budget that in the City Council's judgment were warranted by law and demanded by the best interest of the taxpayers of the City; and

WHEREAS, the City Council desires to approve and adopt the final Budget as set out herein;

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

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

SECTION II. The recitals are subject to applicable provisions of State Law and the budget for the City of Meadowlakes, attached hereto as Exhibit "A" for the 2016 fiscal year beginning October 1, 2015 and ending on September 30, 2016, as filed and submitted by the City Manager, and adjusted by the City Council, contains estimates or resources and revenues from all sources, and the projects, operations, activities and purchases proposed to be undertaken during the year, together with the estimated costs thereof, and estimated amounts of all other proposed expenditures, is hereby approved and adopted.

SECTION III. The amounts shown in Exhibit "A" are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City as established in the approved budget document for the 2016 fiscal year ending September 30, 2016.

SECTION IV. The beginning Fund Balance reflected in the Budget for each fund for which a budget is adopted shall automatically be adjusted to the amount of the Ending Fund Balance for Fiscal Year 2015 to reflect the City's Fiscal Year 2015 Independent Audit upon approval of said audit by the Council.

SECTION V. All funds appropriated and allocated shall be expended and used pursuant to the provisions of the official budget and the City Manager shall be directed and authorized to appropriate and expend City funds accordingly. The City Manager may transfer any unneeded surplus funds in the amount budgeted from an account to another activity in which a deficiency exists. If and when, in the judgment of the City Manager, actual or probable receipts are less than the amount(s) estimated and herein appropriated for expenditures, the City Manager shall forthwith reduce such expenditures within said departments.

SECTION VI. The City Manager is authorized from time to time, as deemed to be in the best interest of the City of Meadowlakes, to invest City funds which are not immediately required for current use, including operating, and debt services funds, pursuant to the City's adopted Investment Policy.

SECTION VII. The City hereby appropriates the following funds to be transferred:

1. An equity transfer of \$500 from the General Fund to the Public Works Fund
2. An equity transfer of \$500 from the General Fund to the Recreation Fund

3. An equity transfer of \$99,000 from the Public Works Fund to the Debt Service Fund
4. An equity transfer of \$85,000 from the Public Works Fund to the Recreation Fund

SECTION VIII. This Ordinance shall remain in full force and effect from the time of its passage and filing with the City Secretary and the Burnet County Clerk until repealed or a revised or a new budget is passed by the City Council. The City Secretary is hereby directed to keep and maintain a copy of the official budget on file in the Office of the City Secretary, available for inspection by citizens and the general public.

SECTION IX. The caption of this Ordinance shall be published at least once in *The Highlander*, a newspaper having general circulation in the City of Meadowlakes and shall be in effect from and after said publication on October 1, 2015.

SECTION X. All ordinances and resolutions, or parts of ordinances and resolutions, in conflict with this Ordinance are hereby replaced, and are no longer in effect.

SECTION XI. Should any section, paragraph, sentence, clause, phrase or word of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance shall not be affected.

SECTION XII. It is hereby officially found and determined that this meeting was open to the public, and public notice of the time, place and purpose of said meeting was given, as required by the Open Meetings Act, Chapter 551, Texas Government Code.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES ON THIS THE 8TH DAY OF SEPTEMBER, 2015.

Signed:

**Mary Ann Raesener, Mayor
City of Meadowlakes**

Attest:

Christy Fath, City Secretary

Exhibit "A"

**City of Meadowlakes
Fiscal Year 2016
Budget**

"This budget will raise more revenue from property taxes than last year's budget by an amount of \$51,450, which is 8 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll is \$8,109."

City of Meadowlakes
Combined Revenue vs Expenses
Fiscal Year 2016

	<i>General Fund</i>	<i>Utility Fund</i>	<i>Recreation Fund</i>	<i>Debt Service Fund</i>	<i>Total All Funds</i>
<u>Revenues</u>					
<i>Utilities Income (Water & Wastewater)</i>	\$0	\$924,200	\$0	\$0	\$924,200
<i>Ad Valorem Taxes</i>	\$348,000	\$0	\$0	\$345,800	\$693,800
<i>Golfing Complex Income form Services Rendered</i>	\$0	\$0	\$904,650	\$0	\$904,650
<i>Solid Waste Collection Fees</i>	\$0	\$199,750	\$0	\$0	\$199,750
<i>Contract Services</i>	\$0	\$85,000	\$0	\$0	\$85,000
<i>Franchise Fees/Taxes</i>	\$51,000	\$0	\$0	\$0	\$51,000
<i>New Connection and Building Permit Fees</i>	\$5,000	\$8,000	\$0	\$0	\$13,000
<i>Municipal Court Income</i>	\$3,450	\$0	\$0	\$0	\$3,450
<i>Penalty and Interest Earned</i>	\$0	\$8,000	\$0	\$0	\$8,000
<i>Miscellaneous Income</i>	\$4,900	\$6,800	\$0	\$288	\$11,988
<i>Total Revenues</i>	\$412,350	\$1,231,750	\$904,650	\$346,088	\$2,894,838
<u>Expenses</u>					
<i>Employee Expenses</i>	\$214,305	\$457,700	\$533,685	\$0	\$1,205,690
<i>Administrative Expenses</i>	\$75,125	\$48,800	\$87,200	\$0	\$211,125
<i>Public Safety</i>	\$40,500	\$0	\$0	\$0	\$40,500
<i>Contract Emergency Services</i>	\$75,750	\$0	\$0	\$0	\$75,750
<i>Capital Improvements Expenditures over \$5,000</i>	\$0	\$0	\$20,000	\$0	\$20,000
<i>Operation and Maintenance</i>	\$0	\$317,250	\$327,300	\$0	\$644,550
<i>Solid Waste Collection</i>	\$0	\$179,000	\$0	\$0	\$179,000
<i>Principal Due on Operating Debt</i>	\$0	\$44,550	\$45,000	\$0	\$89,550
<i>Interest on Operating Debt</i>	\$0	\$2,450	\$5,000	\$0	\$7,450
<i>Bond Principal</i>	\$0		\$0	\$380,000	\$380,000
<i>Bond Interest</i>	\$0		\$0	\$65,088	\$65,088
<i>Total Expenses</i>	\$405,680	\$1,049,750	\$1,018,185	\$445,088	\$2,918,703
<i>Net Operational Gain/(Loss)</i>	\$6,670	\$182,000	-\$113,535	-\$99,000	-\$23,865
<i>Transfer in from Other Sources</i>	\$0	\$0	\$113,535	\$99,000	\$212,535
<i>Transfer Out to Other Funds</i>	\$6,670	\$182,000	\$0	\$0	\$188,670
<i>Fund Net Gain/(Loss)</i>	\$0	\$0	\$0	\$0	\$0

City of Meadowlakes
Fiscal Year 2016
General Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Income</u>				
<u>Ad Valorem Tax Income</u>	\$325,098	\$338,000	\$337,200	\$348,000
<u>Franchise Fees</u>				
PEC Franchise Fees	\$38,733	\$37,500	\$38,960	\$37,500
Cable TV Franchise Fees	\$8,045	\$8,500	\$8,575	\$8,500
Telephone Franchise Fees	\$6,315	\$5,200	\$6,250	\$5,000
Total Franchise Fees	\$53,093	\$51,200	\$53,785	\$51,000
Liquor Sales Tax Income	\$1,387	\$1,200	\$1,200	\$1,200
<u>Building Income</u>				
New Construction Permits	\$2,000	\$1,500	\$3,500	\$1,500
Remodel Permits	\$675	\$1,500	\$2,000	\$1,500
Fence and Decks Permits	\$1,600	\$1,500	\$1,500	\$1,500
Miscellaneous Permits	\$790	\$500	\$1,500	\$500
Total Building Income	\$5,065	\$5,000	\$8,500	\$5,000
<u>Municipal Court Income</u>				
Court Cost	\$0	\$3,000	\$1,750	\$3,000
Fines	\$3,365	\$200	\$2,500	\$200
Administrative/ Miscellaneous	\$198	\$250	\$500	\$250
Total Municipal Court Income	\$3,563	\$3,450	\$4,750	\$3,450
<u>Miscellaneous Income</u>				
Interest Earned on Investments	\$706	\$900	\$800	\$850
Pet Registration Fees	\$2,620	\$1,750	\$2,500	\$2,500
Miscellaneous Income	\$227	\$500	\$500	\$350
Total Miscellaneous Income	\$3,553	\$3,150	\$3,800	\$3,700
Total General Fund Income	\$391,758	\$402,000	\$409,235	\$412,350

City of Meadowlakes
Fiscal Year 2016
General Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Expense</u>				
<u>Administrative Expense</u>				
<i>Total Employee Expenses</i>	<i>\$182,330</i>	<i>\$184,990</i>	<i>\$185,085</i>	<i>\$214,305</i>
<i>Total Administrative Expenses</i>	<i>\$32,324</i>	<i>\$45,875</i>	<i>\$45,695</i>	<i>\$47,950</i>
<i>Total Insurance Expense</i>	<i>\$5,947</i>	<i>\$6,410</i>	<i>\$5,570</i>	<i>\$5,925</i>
<i>Total Municipal Court Expenses</i>	<i>\$2,600</i>	<i>\$4,200</i>	<i>\$8,850</i>	<i>\$9,650</i>
<i>Total Building and Facility Operation</i>	<i>\$19,242</i>	<i>\$10,350</i>	<i>\$10,405</i>	<i>\$11,600</i>
 <i>Total Administrative Expenses</i>	 <i>\$242,443</i>	 <i>\$251,825</i>	 <i>\$255,605</i>	 <i>\$289,430</i>
<u>Public Safety and Ordinance Enforcement</u>				
<i>Total Ordinance Enforcement Expense</i>	<i>\$11,604</i>	<i>\$14,015</i>	<i>\$13,725</i>	<i>\$15,950</i>
<i>Total Animal Control Expense</i>	<i>\$9,750</i>	<i>\$9,325</i>	<i>\$8,600</i>	<i>\$9,425</i>
<i>Total Traffic Control Expense</i>	<i>\$20,054</i>	<i>\$29,025</i>	<i>\$25,850</i>	<i>\$15,125</i>
<i>Total Contracted Emergency Service</i>	<i>\$64,700</i>	<i>\$65,636</i>	<i>\$65,635</i>	<i>\$75,750</i>
 <i>Total Public Safety/Ordinance Enforcement Exp.</i>	 <i>\$106,108</i>	 <i>\$118,001</i>	 <i>\$113,810</i>	 <i>\$116,250</i>
 <i>Total Operating Expenses</i>	 <i>\$403,630</i>	 <i>\$369,826</i>	 <i>\$369,415</i>	 <i>\$405,680</i>
 <i>Transfer to Other Funds</i>	 <i>\$2,000</i>	 <i>\$2,000</i>	 <i>\$2,000</i>	 <i>\$1,000</i>
 <i>Capital Expenditures over \$5,000</i>	 <i>\$7,211</i>	 <i>\$17,500</i>	 <i>\$17,675</i>	 <i>\$0</i>
 <i>Total Fund Expenses</i>	 <i>\$348,141</i>	 <i>\$383,376</i>	 <i>\$383,376</i>	 <i>\$406,680</i>
 <i>Contingencies</i>	 <i>\$43,617</i>	 <i>\$12,674</i>	 <i>\$0</i>	 <i>\$5,670</i>
 <i>Fund Net Gain/(Loss)</i>	 <i>\$0</i>	 <i>\$5,950</i>	 <i>\$25,859</i>	 <i>\$0</i>

City of Meadowlakes
Fiscal Year 2016
General Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>General Fund Administrative Expenses</u>				
<u>Employee Expenses</u>				
Salary-Exempt Employees	\$94,668	\$95,690	\$95,615	\$98,705
Salary-Non-Exempt Employees	\$53,566	\$52,850	\$56,000	\$71,000
Employer Payroll Tax Expense	\$11,534	\$11,150	\$11,775	\$13,700
Longevity Pay Expense	\$2,901	\$2,350	\$2,170	\$3,000
Employer Employee Retirement Expense	\$1,782	\$2,000	\$2,225	\$3,400
Employee Health/Disability/Life Insurance	\$14,754	\$17,700	\$14,500	\$21,000
Training and Travel Expense	\$749	\$750	\$1,000	\$1,000
Employee Dues and Membership	\$255	\$500	\$300	\$500
Unemployment Reserve	\$1,000	\$1,000	\$1,000	\$1,000
Miscellaneous Employee Expenses	\$1,121	\$1,000	\$500	\$1,000
Total Employee Expenses	\$182,330	\$184,990	\$185,085	\$214,305
<u>Administrative/Office Expenses</u>				
<u>Property Tax Collection Expense</u>				
Appraisal and Collection Expense	\$10,462	\$11,425	\$10,270	\$12,000
Legal Collection Expense	\$798	\$1,250	\$800	\$1,250
Total Property Tax Collection Expense	\$11,260	\$12,675	\$11,070	\$13,250
<u>Professional Services</u>				
Legal	\$2,326	\$3,000	\$5,000	\$3,000
Auditing	\$3,500	\$3,750	\$4,000	\$4,000
Election Expenses	\$985	\$750	\$75	\$750
Codification Expense	\$500	\$0	\$650	\$3,750
Total Professional Service Expenses	\$7,311	\$7,500	\$9,725	\$11,500
<u>Administrative Expenses</u>				
Office Supplies	\$5,035	\$4,000	\$2,500	\$3,500
Copier Lease	\$3,528	\$3,200	\$4,500	\$3,800
Office Equipment Repair and Maintenance	\$0	\$500	\$550	\$500
Postage	\$1,757	\$1,750	\$1,500	\$1,750
Membership Dues and Fees	\$1,132	\$600	\$250	\$600
Telephone Expenses	\$486	\$550	\$650	\$650
Web/Email Services	\$0	\$1,500	\$1,200	\$1,500
Building Inspection Expenses	\$580	\$400	\$750	\$400
Floodplain Administration Expense	\$650	\$3,500	\$3,500	\$1,000
Miscellaneous Administrative Expense	\$0	\$2,000	\$1,800	\$2,000
Capital Expenditures Under \$5,000	\$585	\$7,700	\$7,700	\$7,500

City of Meadowlakes
Fiscal Year 2016
General Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<i>Total Administrative Expenses</i>	<i>\$13,753</i>	<i>\$25,700</i>	<i>\$24,900</i>	<i>\$23,200</i>
<i>Total Administrative/Office Expense</i>	<i>\$32,324</i>	<i>\$45,875</i>	<i>\$45,695</i>	<i>\$47,950</i>
<u>Insurance Expense</u>				
<i>Worker's Compensation Insurance</i>	<i>\$1,368</i>	<i>\$1,100</i>	<i>\$800</i>	<i>\$1,200</i>
<i>General Liability Insurance</i>	<i>\$156</i>	<i>\$1,200</i>	<i>\$1,100</i>	<i>\$1,000</i>
<i>Crime Insurance</i>	<i>\$3,764</i>	<i>\$510</i>	<i>\$170</i>	<i>\$525</i>
<i>Error and Omission Insurance</i>	<i>\$659</i>	<i>\$3,600</i>	<i>\$3,500</i>	<i>\$3,200</i>
<i>Total Insurance Expense</i>	<i>\$5,947</i>	<i>\$6,410</i>	<i>\$5,570</i>	<i>\$5,925</i>
<u>Municipal Court Expense</u>				
<i>Dues and Fees-Employees</i>	<i>\$0</i>	<i>\$0</i>	<i>\$250</i>	<i>\$250</i>
<i>Prosecuting Attorney</i>	<i>\$0</i>	<i>\$0</i>	<i>\$1,100</i>	<i>\$2,000</i>
<i>Employee Training/Travel</i>	<i>\$20</i>	<i>\$500</i>	<i>\$100</i>	<i>\$500</i>
<i>Office Subsidy-Judge</i>	<i>\$2,400</i>	<i>\$2,400</i>	<i>\$2,400</i>	<i>\$2,400</i>
<i>Court Software Update/ Subscriptions</i>	<i>\$0</i>	<i>\$0</i>	<i>\$4,500</i>	<i>\$4,000</i>
<i>Miscellaneous Court Related Expenses</i>	<i>\$180</i>	<i>\$1,300</i>	<i>\$500</i>	<i>\$500</i>
<i>Total Municipal Court Expenses</i>	<i>\$2,600</i>	<i>\$4,200</i>	<i>\$8,850</i>	<i>\$9,650</i>
<u>Building and Facility Operation-City Hall</u>				
<i>Office Maintenance-Cleaning Service</i>	<i>\$3,120</i>	<i>\$3,200</i>	<i>\$3,200</i>	<i>\$3,600</i>
<i>Building Maintenance and Repairs</i>	<i>\$2,481</i>	<i>\$3,000</i>	<i>\$3,000</i>	<i>\$3,500</i>
<i>Utilities-Electric</i>	<i>\$3,128</i>	<i>\$3,250</i>	<i>\$3,350</i>	<i>\$3,500</i>
<i>Building Insurance Expense</i>	<i>\$892</i>	<i>\$900</i>	<i>\$855</i>	<i>\$1,000</i>
<i>Total Building and Facility Operation</i>	<i>\$19,242</i>	<i>\$10,350</i>	<i>\$10,405</i>	<i>\$11,600</i>
<i>Total Administrative Expenses</i>	<i>\$232,822</i>	<i>\$251,825</i>	<i>\$255,605</i>	<i>\$289,430</i>
<u>Public Safety</u>				
<u>Ordinance Enforcement</u>				
<i>Salary-Non-Exempt</i>	<i>\$8,370</i>	<i>\$10,000</i>	<i>\$9,950</i>	<i>\$12,500</i>
<i>Employer Payroll Tax Expense</i>	<i>\$646</i>	<i>\$765</i>	<i>\$775</i>	<i>\$1,000</i>
<i>Worker's Compensation Insurance</i>	<i>\$67</i>	<i>\$150</i>	<i>\$75</i>	<i>\$150</i>
<i>Vehicle Mileage/ Operation</i>	<i>\$2,248</i>	<i>\$2,400</i>	<i>\$2,250</i>	<i>\$1,600</i>
<i>Miscellaneous/ Supplies</i>	<i>\$273</i>	<i>\$700</i>	<i>\$675</i>	<i>\$700</i>
<i>Total Ordinance Enforcement Expense</i>	<i>\$11,604</i>	<i>\$14,015</i>	<i>\$13,725</i>	<i>\$15,950</i>

City of Meadowlakes
Fiscal Year 2016
General Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Animal Control</u>				
Contract Service	\$7,600	\$7,600	\$7,600	\$7,600
Worker's Compensation Insurance	\$248	\$275	\$250	\$325
Holding Fees/Rabies Testing	\$288	\$750	\$300	\$750
Miscellaneous/Supplies	\$1,614	\$700	\$450	\$750
Total Animal Control Expense	\$9,750	\$9,325	\$8,600	\$9,425
<u>Traffic Control</u>				
Salaries-Non-Exempt	\$16,491	\$25,000	\$22,500	\$12,500
Employer Payroll Tax Expense	\$1,283	\$1,950	\$1,700	\$1,000
Worker's Compensation Insurance	\$894	\$500	\$725	\$575
Law Enforcement Liability Insurance	\$1,298	\$1,325	\$825	\$800
Miscellaneous/Supplies	\$88	\$250	\$100	\$250
Total Traffic Control Expense	\$20,054	\$29,025	\$25,850	\$15,125
<u>Contracted Emergencies</u>				
EMS-Marble Falls Emergency Medical Service	\$33,500	\$33,500	\$33,500	\$33,500
Fire Protection-Marble Falls Area Volunteer FD	\$31,200	\$32,136	\$32,135	\$42,250
Total Contracted Emergency Services	\$64,700	\$65,636	\$65,635	\$75,750
<u>Total Public Safety Expense</u>	\$106,108	\$118,001	\$113,810	\$116,250
<u>Total Operating Expenses</u>	\$338,930	\$369,826	\$369,415	\$405,680
<u>Non-Operating Expenses</u>				
<u>Transfer to Other Funds/Contingencies</u>				
Transfer to Utility Fund	\$1,000	\$1,000	\$1,000	\$500
Transfer to Recreation Fund	\$1,000	\$1,000	\$1,000	\$500
Total Transfer to Other Funds	\$2,000	\$2,000	\$2,000	\$1,000
<u>Capital Expenditures over \$5,000</u>	\$7,211	\$17,500	\$17,675	\$0
<u>Total Fund Expenses</u>	\$389,326	\$389,326	\$389,090	\$406,680
Contingencies/Transfers to Reserves	\$0	\$12,674	\$20,145	\$5,670
Fund Net Gain/(Loss)	\$0	\$0	\$0	\$0

City of Meadowlakes
Fiscal Year 2016
Utility Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Income</u>				
<u>Utilities Income</u>				
Water Revenue	\$350,757	\$419,000	\$412,000	\$419,000
Sewer Revenue	\$493,384	\$502,000	\$503,300	\$505,200
Total Utility Income	\$844,141	\$921,000	\$915,300	\$924,200
<u>Solid Waste Collection Revenues</u>	\$199,149	\$198,500	\$199,000	\$199,750
<u>Contract Services</u>	\$84,603	\$85,000	\$85,000	\$85,000
<u>New Connection Income (Water & Sewer)</u>				
Water Connect Revenue	\$7,425	\$4,375	\$11,250	\$4,375
Sewer Connect Revenue	\$6,525	\$3,625	\$9,900	\$3,625
Total Water & Sewer Connect Fees	\$13,950	\$8,000	\$21,150	\$8,000
<u>Penalty & Interest Earned</u>	\$8,060	\$8,000	\$7,500	\$8,000
<u>Other Miscellaneous Income</u>				
Transfer Fee	\$3,450	\$2,800	\$3,200	\$2,800
Miscellaneous Income	\$26,630	\$4,500	\$16,500	\$4,000
Total Miscellaneous Income	\$30,080	\$7,300	\$19,700	\$6,800
Total Income	\$1,179,984	\$1,227,800	\$1,247,650	\$1,231,750
<u>Expenses</u>				
Total Employee Expenses	\$423,973	\$440,650	\$417,685	\$457,700
Total Administrative Expenses-Other	\$57,329	\$54,545	\$56,465	\$51,250
Total Operational and Maintenance-Facilities	\$236,174	\$320,950	\$337,400	\$317,250
Total Solid Waste Collection Expense	\$178,476	\$180,000	\$179,000	\$179,000
Total Expenses	\$895,952	\$996,145	\$990,550	\$1,005,200
NET GAIN/(LOSS)	\$284,032	\$231,655	\$257,100	\$226,550
TOTAL TRANSFER TO OTHER FUNDS	\$199,664	\$184,200	\$184,200	\$182,000
OPERATIONAL PRINCIPAL PAID ON DEBT	\$40,226	\$41,238	\$142,488	\$44,550
TOTAL OPERATIONAL EXPENDITURES	\$1,135,842	\$1,221,583	\$1,317,238	\$1,231,750
TRANSFER IN FROM OTHER SOURCES	\$0	\$7,500	\$69,588	\$0
Contingencies/Transfer to Reserves	\$44,142	\$13,717	\$0	\$0
NET GAIN/(LOSS)	\$0	\$0	\$0	\$0

City of Meadowlakes
Fiscal Year 2016
Utility Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Employee Expenses</u>				
Salaries & Wages				
Salaries-Exempt Employees	\$108,688	\$110,100	\$72,500	\$68,870
Salaries-Non-Exempt Employees	\$201,122	\$215,500	\$230,000	\$261,000
Overtime & Standby Time	\$11,662	\$12,000	\$13,000	\$12,000
Longevity Pay	\$5,147	\$5,000	\$4,100	\$6,400
Total Salaries & Wages	\$326,619	\$342,600	\$319,600	\$348,270
Other Employee Expenses				
Unemployment Expense	\$1,750	\$1,750	\$1,750	\$1,750
Employer Payroll Taxes	\$24,943	\$25,900	\$25,000	\$26,680
Worker's Compensation Insurance	\$8,869	\$8,500	\$8,335	\$10,000
Employee Health & Disability Insurance	\$49,325	\$52,200	\$49,750	\$58,000
Employee Retirement Expense	\$3,890	\$4,200	\$4,750	\$6,500
Employee Uniform Expense	\$3,784	\$2,500	\$2,500	\$3,500
Employee Training & Travel	\$4,793	\$3,000	\$6,000	\$3,000
Total Other Employee Expenses	\$97,354	\$98,050	\$98,085	\$109,430
Total Employee Expenses	\$423,973	\$440,650	\$417,685	\$457,700
<u>Administrative Expenses</u>				
Auditing Expense	\$5,000	\$5,500	\$5,000	\$5,500
Miscellaneous Dues and Fees	\$8,498	\$5,500	\$5,500	\$5,500
Office Equipment Repair and Maintenance	\$1,859	\$2,000	\$2,000	\$2,000
Software Update	\$2,230	\$2,000	\$2,500	\$2,500
Office Supplies	\$5,457	\$4,000	\$4,000	\$4,000
Postage Expense	\$3,387	\$4,500	\$5,000	\$4,500
Telephone Expense	\$6,271	\$5,800	\$6,000	\$5,800
General Liability and Property Insurance	\$16,411	\$17,000	\$17,265	\$16,500
Interest Expense-Water Tank	\$6,038	\$5,745	\$4,500	\$2,450
Bad Debts	\$200	\$500	\$3,500	\$1,500
Miscellaneous-Administrative Expenses	\$1,979	\$2,000	\$1,200	\$1,000
Total Administrative Expenses	\$57,329	\$54,545	\$56,465	\$51,250

City of Meadowlakes
Fiscal Year 2016
Utility Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Operational Expenses</u>				
<i>Water Treatment Operational Expenses</i>				
<i>Utilities-Electrical</i>	\$33,670	\$38,000	\$33,750	\$35,000
<i>Utilities-Propane</i>	\$1,312	\$1,500	\$1,000	\$1,500
<i>Water Treatment Chemicals</i>	\$31,563	\$22,000	\$17,600	\$21,000
<i>Water Quality Testing</i>	\$1,707	\$2,200	\$3,200	\$3,000
<i>Plant & Pump Stations Maintenance</i>	\$16,597	\$35,000	\$60,000	\$25,000
<i>Distribution</i>	\$7,897	\$5,000	\$4,000	\$5,000
<i>Replacement Water Meters</i>	\$0	\$30,000	\$30,000	\$40,000
<i>Tap Materials</i>	\$3,131	\$3,500	\$2,500	\$1,500
<i>Total Water Treatment Operational Expenses</i>	\$95,877	\$137,200	\$152,050	\$132,000
<i>Wastewater Operational Expenses</i>				
<i>Utilities-Electrical</i>	\$30,456	\$31,000	\$29,500	\$31,000
<i>Utilities-Propane</i>	\$785	\$1,500	\$1,250	\$1,500
<i>Wastewater Treatment Chemicals</i>	\$4,052	\$6,500	\$6,100	\$6,500
<i>Testing</i>	\$2,372	\$2,750	\$2,000	\$2,750
<i>Plant and Pump Station Maintenance</i>	\$17,140	\$20,000	\$23,000	\$27,500
<i>Collection System Repair & Maintenance</i>	\$4,590	\$7,500	\$10,500	\$6,500
<i>Irrigation Electric Subsidy</i>	\$7,500	\$7,500	\$7,500	\$7,500
<i>Total Wastewater Operational Expenses</i>	\$66,894	\$76,750	\$79,850	\$83,250
<i>Other Operational Expenses</i>				
<i>Building and Facility Repair & Maintenance</i>	\$13,859	\$37,000	\$36,000	\$32,000
<i>Vehicle Repair & Maintenance</i>	\$7,585	\$7,000	\$13,000	\$7,000
<i>Machinery Repair & Maintenance</i>	\$13,104	\$15,000	\$12,500	\$15,000
<i>Fuel-Vehicle</i>	\$13,151	\$14,000	\$10,000	\$14,000
<i>Fuel-Machinery</i>	\$3,424	\$6,500	\$3,000	\$6,500
<i>Small Tools</i>	\$5,488	\$4,000	\$5,500	\$4,000
<i>Miscellaneous Operational Expenses</i>	\$4,285	\$3,500	\$5,500	\$3,500
<i>Assets Purchased</i>	\$12,508	\$20,000	\$20,000	\$20,000
<i>Total Other Operating Expense</i>	\$73,403	\$107,000	\$105,500	\$102,000
<i>Total Operating Expenses</i>	\$236,174	\$320,950	\$337,400	\$317,250
<u>Solid Waste Contract</u>	\$178,476	\$180,000	\$179,000	\$179,000
<i>TOTAL OPERATIONAL EXPENSES</i>	\$895,952	\$996,145	\$990,550	\$1,005,200

City of Meadowlakes
Fiscal Year 2016
Utility Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Non-Operating Expenses</u>				
<i>Funds Transferred Out</i>				
Transfer to Debt Service Fund	\$159,664	\$136,200	\$136,200	\$97,000
Transfer to Recreation Fund	\$40,000	\$48,000	\$48,000	\$85,000
Total Funds Transferred Out	\$199,664	\$184,200	\$184,200	\$182,000
Operating Principal Paid-Water Tank	\$40,226	\$41,238	\$142,488	\$44,550
Total Fund Expenses	\$1,135,842	\$1,221,583	\$1,317,238	\$1,231,750
<i>Transfers in from other Funds/Sources</i>				
Transfer in from General Fund				
Transfer in from Utility Fund Reserves	\$0	\$0	\$69,588	\$0
Transfer in from Vehicle Replacement Fund	\$0	\$7,500	\$0	\$0
TOTAL TRANSFERS IN FROM OTHER FUND	\$0	\$7,500	\$69,588	\$0
Contingencies/Transfer to Reserves	\$44,141	\$13,717	\$0	\$0
NET GAIN/(LOSS)	\$1	\$0	\$0	\$0

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Income</u>				
<i>Pre-Paid Golfing Fees</i>	\$308,828	\$312,500	\$289,050	\$287,000
<i>Golf Shop Revenue</i>	\$358,474	\$370,000	\$289,345	\$359,750
<i>Tennis and Swimming Revenue</i>	\$8,748	\$8,000	\$8,600	\$6,250
<i>Food and Beverage Revenue</i>	\$188,786	\$214,100	\$203,230	\$234,000
<i>Miscellaneous Revenue</i>	\$1,515	\$100	\$0	\$17,650
<i>Total Income</i>	\$866,351	\$904,700	\$790,225	\$904,650
<u>Expenses</u>				
<u>Administrative Expense</u>				
<i>Total Administrative Payroll Expense</i>	\$502	\$800	\$725	\$24,910
<i>Total General Administrative Expense</i>	\$59,650	\$57,750	\$66,375	\$57,100
<i>Total Insurance Expense</i>	\$19,601	\$9,000	\$22,840	\$8,700
<i>Total Utility Expense</i>	\$24,972	\$26,530	\$25,525	\$26,400
<i>Total Administrative Expenses</i>	\$104,725	\$94,080	\$115,465	\$117,110
<u>Pro Shop Expense</u>				
<i>Total Pro Shop Payroll Expense</i>	\$154,823	\$145,300	\$136,770	\$118,250
<i>Total Cart Expense</i>	\$36,377	\$38,000	\$35,750	\$38,000
<i>Other Pro Shop Expense</i>	\$78,467	\$82,500	\$8,075	\$63,750
<i>Total Pro Shop Expense</i>	\$269,667	\$265,800	\$180,595	\$220,000
<u>Golf Course Operational Expense</u>				
<i>Total Golf Course Payroll Expense</i>	\$178,344	\$163,300	\$170,200	\$224,800
<i>Total Agronomical Expense</i>	\$41,721	\$36,700	\$38,500	\$44,500
<i>Utilities</i>	\$20,570	\$24,500	\$14,000	\$10,650
<i>Total Other Course Maintenance Expense</i>	\$54,537	\$69,200	\$46,600	\$50,000
<i>Total Course Operational Expense</i>	\$295,172	\$293,700	\$269,300	\$329,950
<u>Food and Beverage Expense</u>				
<i>Total Food and Beverage Payroll Expense</i>	\$107,497	\$113,500	\$120,100	\$156,900
<i>Total Cost of Goods Sold</i>	\$71,051	\$80,700	\$77,400	\$75,200
<i>Total Operational Expense</i>	\$16,016	\$23,351	\$20,900	\$28,200
<i>Total Food and Beverage Expense</i>	\$194,564	\$217,551	\$218,400	\$260,300

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Swimming Pool/Tennis Expense</u>				
<i>Total Payroll Expense</i>	\$3,180	\$3,900	\$3,500	\$8,825
<i>Total Operation Expense</i>	\$8,473	\$10,200	\$7,100	\$17,000
<i>Total Operation Expense</i>	\$11,653	\$14,100	\$10,600	\$25,825
<i>Total Operating Expenses</i>	\$875,781	\$885,231	\$794,360	\$953,185
<i>Operational Net Gain/(Loss)</i>	-\$9,431	\$19,469	-\$4,135	-\$48,535
<u>Transfers in from Other Sources</u>				
<i>Transfer in from General Fund</i>	\$1,000	\$1,000	\$1,000	\$500
<i>Transfer in from Utility Fund</i>	\$0	\$0	\$0	\$85,000
<i>Transfer in from Fund Reserves</i>	\$0	\$0	\$0	\$28,035
<i>Total Transfers in from Other Sources</i>	\$1,000	\$1,000	\$1,000	\$113,535
<i>Capital Expenditures/Major Renovations</i>	\$0	\$0	\$0	\$20,000
<i>Equipment Lease/Purchase</i>	\$0	\$0	\$9,500	\$45,000
<i>FUND NET GAIN/LOSS</i>	-\$8,431	\$20,469	-\$12,635	\$0

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Income</u>				
<u>Pre-Paid Golfing Fees</u>				
Pre-Paid Family	\$15,486		\$14,775	\$15,500
Pre-Paid Couples	\$49,360		\$45,100	\$45,500
Pre-Paid Single	\$92,822		\$82,500	\$90,000
Pre-Paid Social	\$11,280		\$7,850	\$7,500
Pre-Paid Winter Texan	\$5,604		\$3,475	\$4,000
Pre-Paid Non-Resident	\$10,835		\$12,100	\$15,000
Pre-Paid Cart Rental-Gold Key	\$11,097		\$10,350	\$10,500
Pre-Paid Cart Rental-Silver Key	\$14,679		\$17,300	\$18,000
Medical Maintenance	\$4,608		\$4,250	\$3,500
Pre-Paid Trail Fees	\$75,774		\$65,800	\$65,000
Initiation Fees	\$570		\$550	\$0
Other Pre-Paid	\$16,713		\$25,000	\$12,500
Total Pre-Paid Golfing Fees	\$308,828	\$312,500	\$289,050	\$287,000
<u>Golf Shop Revenue</u>				
Cart Rentals	\$79,119	\$85,000	\$66,000	\$72,500
Green Fees	\$151,596	\$148,000	\$143,000	\$145,000
Range Fees	\$38,032	\$38,000	\$36,500	\$36,000
Tournaments	\$17,190	\$24,000	\$31,000	\$30,000
Handicapping Service	\$6,870	\$0	\$6,345	\$6,250
Merchandise Sales	\$65,667	\$75,000	\$6,500	\$65,000
Food and Beverage Sales	\$0	\$0	\$0	\$5,000
Miscellaneous Income	\$0	\$0	\$0	\$0
Total Golf Shop Revenue	\$358,474	\$370,000	\$289,345	\$359,750
<u>Tennis/Swimming Revenue</u>				
Pre-Paid Tennis	\$1,198	\$1,000	\$1,100	\$1,250
Pre-Paid Swimming/ Daily Fees	\$7,550	\$7,000	\$7,500	\$5,000
Total Tennis/Swimming Revenue	\$8,748	\$8,000	\$8,600	\$6,250
<u>Food and Beverage Revenue</u>				
Food Sales	\$108,341	\$113,000	\$120,000	\$145,000
Non-Alcoholic Beverage Sales	\$7,443	\$7,000	\$7,900	\$9,000
Beer Sales	\$47,601	\$63,000	\$44,500	\$48,000

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<i>Liquor Sales</i>	\$19,717	\$24,000	\$23,150	\$24,000
<i>Wine Sales</i>	\$5,684	\$7,100	\$7,680	\$7,000
<i>Other Miscellaneous Income</i>			\$0	\$1,000
<i>Total Food and Beverage Revenue</i>	\$188,786	\$214,100	\$203,230	\$234,000
<u>Other Revenues</u>				
<i>Donations</i>	\$0	\$0	\$0	\$17,500
<i>Miscellaneous Revenues</i>	\$1,500	\$100	\$0	\$150
<i>Interest Earned</i>	\$15	\$0	\$0	\$0
<i>Total Other Revenues</i>	\$1,515	\$100	\$0	\$17,650
<i>Total Revenue</i>	\$866,351	\$904,700	\$790,225	\$904,650

Expenses

Administrative Expense

Administrative Payroll

<i>Salary-Full-time</i>	\$0	\$0	\$0	\$19,540
<i>Salary-Part Time/ Seasonal</i>	\$0	\$0	\$0	\$0
<i>Payroll Taxes</i>	\$0	\$0	\$0	\$1,500
<i>Longevity Pay</i>	\$0	\$0	\$0	\$150
<i>Employee Retirement Expense</i>	\$0	\$0	\$0	\$345
<i>Employee Health/ Disability/ Life Insurance</i>	\$0	\$0	\$0	\$3,375
<i>Training/ Travel</i>	\$502	\$800	\$725	\$0
<i>Employee Dues and Fees</i>	\$0	\$0	\$0	\$0
<i>Total Administrative Payroll Expense</i>	\$502	\$800	\$725	\$24,910

General Administrative Expense

<i>Fund Unemployment Reserves</i>	\$1,466	\$6,000	\$0	\$0
<i>Audit/ Bookkeeping Expense</i>	\$6,992	\$2,800	\$7,300	\$2,800
<i>Advertising</i>	\$8,194	\$7,000	\$9,000	\$10,000
<i>Bank and Credit Charges</i>	\$12,821	\$12,500	\$12,000	\$12,500
<i>Cash Overage/ Shortages</i>	\$143	\$0	\$200	\$200
<i>Janitorial Service</i>	\$2,243	\$3,200	\$6,000	\$5,000
<i>Employee Dues and Fees</i>	\$385	\$1,000	\$800	\$750
<i>Miscellaneous</i>	\$1,047	\$2,450	\$1,200	\$2,000

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	Fiscal Year 2014	Budgeted Fiscal Year 2015	Anticipated Fiscal Year 2015	Fiscal Year 2016 Budget
<i>Office Supplies</i>	\$2,308	\$3,000	\$3,300	\$3,000
<i>Postage</i>	\$1,106	\$1,000	\$1,200	\$1,750
<i>Building and Facility Repair and Maintenance</i>	\$5,415	\$7,000	\$10,000	\$7,000
<i>Software Maintenance</i>	\$0	\$600	\$175	\$600
<i>Miscellaneous Dues and Fees</i>	\$4,501	\$1,000	\$3,000	\$1,500
<i>Facility Lease</i>	\$4,000	\$1,200	\$1,200	\$0
<i>Supplies</i>	\$9,029	\$9,000	\$11,000	\$10,000
Total General Administrative Expense	\$59,650	\$57,750	\$66,375	\$57,100
<u>Insurance Expense</u>				
<i>Property Insurance</i>	\$0	\$5,300	\$5,165	\$5,200
<i>General Liability Insurance</i>	\$0	\$3,700	\$3,175	\$3,500
<i>Employee Health Insurance</i>	\$19,601	\$0	\$14,500	\$0
Total Insurance Expense	\$19,601	\$9,000	\$22,840	\$8,700
<u>Utilities</u>				
<i>Electric-Pro-Shop/ Restaurant</i>	\$16,939	\$19,000	\$16,500	\$19,000
<i>Telephone</i>	\$2,269	\$2,300	\$2,275	\$2,300
<i>Solid Waste Collection</i>	\$0	\$200	\$4,200	\$1,250
<i>Water/ Sewer</i>	\$5,417	\$4,700	\$2,200	\$3,500
<i>Television</i>	\$347	\$330	\$350	\$350
Total Utility Expense	\$24,972	\$26,530	\$25,525	\$26,400
Total Administrative Expense	\$104,725	\$94,080	\$115,465	\$117,110
<u>Pro Shop Expense</u>				
<u>Payroll</u>				
<i>Salary-Exempt Employees</i>	\$111,887	\$125,000	\$87,400	\$41,250
<i>Salary-Part Time/ Seasonal</i>	\$32,266	\$0	\$36,750	\$56,000
<i>Payroll Taxes</i>	\$10,670	\$9,700	\$8,500	\$7,500
<i>Longevity Pay</i>	\$0	\$0	\$0	\$1,000
<i>Employee Retirement Expense</i>	\$0	\$0	\$0	\$900
<i>Employee Health/ Disability/ Life Insurance</i>	\$0	\$6,400	\$0	\$6,600
<i>Worker's Compensation Insurance</i>	\$0	\$4,200	\$4,120	\$3,000
<i>Training/ Travel</i>	\$0	\$0	\$0	\$1,000
<i>Employee Dues and Fees</i>	\$0	\$0	\$0	\$1,000

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
Total Pro Shop Payroll Expense	\$154,823	\$145,300	\$136,770	\$118,250
<u>Cart Expense</u>				
Cart Lease	\$32,819	\$35,000	\$33,600	\$35,000
Cart Maintenance	\$1,318	\$500	\$0	\$500
Cart Barn Utilities	\$2,240	\$2,500	\$2,150	\$2,500
Total Cart Expense	\$36,377	\$38,000	\$35,750	\$38,000
<u>Other Pro Shop Expense</u>				
Consumable Supplies	\$2,692	\$6,800	\$3,800	\$5,000
Cost of Goods Sold-Merchandise	\$72,578	\$75,000	\$4,000	\$52,000
Cost of Goods Sold-F&B	\$0	\$0	\$0	\$3,000
Handicapping Fees	\$0	\$0	\$0	\$3,250
Miscellaneous Expense	\$3,197	\$700	\$275	\$500
Total Other Pro Shop Expense	\$78,467	\$82,500	\$8,075	\$63,750
Total Pro-Shop Expense	\$269,667	\$265,800	\$180,595	\$220,000
<u>Golf Course Operational Expense</u>				
<u>Payroll</u>				
Salaried-Full Time	\$162,845	\$140,000	\$152,500	\$167,750
Salary-Part Time/ Seasonal	\$12,305	\$3,000	\$2,200	\$8,500
Payroll Taxes	\$2,729	\$11,000	\$10,250	\$1,350
Longevity Pay	\$0	\$0	\$0	\$2,600
Employee Retirement Expense	\$0	\$0	\$0	\$3,500
Employee Health/ Disability/ Life Insurance		\$3,200	\$0	\$33,000
Worker's Compensation Insurance	\$0	\$5,200	\$5,250	\$7,100
Training/ Travel	\$0	\$0	\$0	\$500
Employee Dues and Fees	\$465	\$900	\$0	\$500
Total Golf Course Payroll Expense	\$178,344	\$163,300	\$170,200	\$224,800
<u>Operational Expense</u>				
<u>Agronomical Expense</u>				
Chemicals	\$12,220	\$7,500	\$9,500	\$12,000
Fertilizer	\$20,305	\$18,000	\$21,000	\$20,000
Seed	\$5,044	\$6,200	\$2,500	\$7,500
Soil/ Sand	\$4,152	\$5,000	\$5,500	\$5,000

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
Total Agronomical Expense	\$41,721	\$36,700	\$38,500	\$44,500
<u>Utilities</u>				
Electric Shop Building	\$1,699	\$2,000	\$2,000	\$2,000
Electric Irrigation	\$10,759	\$6,000	\$3,500	\$0
Shop Water/ Sewer	\$2,413	\$2,500	\$2,000	\$2,500
Purchase Raw Water-LCRA	\$5,699	\$14,000	\$6,500	\$6,150
Total Utility Expense	\$20,570	\$24,500	\$14,000	\$10,650
<u>Other Course Maintenance Expenses</u>				
Equipment Lease Interest	\$94	\$1,000	\$1,100	\$5,000
Equipment Lease/Rental	\$3,370	\$12,000	\$3,250	\$0
Equipment Repair and Maintenance	\$21,402	\$25,000	\$16,500	\$12,500
Fuel	\$19,860	\$15,000	\$15,000	\$15,000
Irrigation System Repair and Maintenance	\$1,418	\$3,500	\$4,000	\$5,000
Small Tools	\$393	\$2,000	\$500	\$2,000
Consumable Supplies	\$6,205	\$4,000	\$3,500	\$3,500
Miscellaneous Course Supplies	\$63	\$3,100	\$2,750	\$3,500
Grounds Repair and Maintenance	\$1,732	\$3,600	\$0	\$3,500
Total Other Course Maintenance Expense	\$54,537	\$69,200	\$46,600	\$50,000
Total Course Operational Expense	\$295,172	\$293,700	\$269,300	\$329,950
<u>Food and Beverage Expense</u>				
<u>Payroll</u>				
Salaried-Full Time	\$31,187	\$100,000	\$34,000	\$90,000
Salary-Part Time/ Seasonal	\$64,323	\$0	\$63,000	\$25,000
Payroll Taxes	\$6,427	\$0	\$7,500	\$8,100
Contract Labor	\$5,560	\$6,500	\$12,000	\$6,500
Longevity Pay	\$0	\$0	\$0	\$1,000
Employee Retirement Expense	\$0	\$0	\$0	\$1,800
Worker's Compensation Insurance	\$0	\$3,800	\$3,600	\$4,200
Employee Health/ Disability/ Life Insurance	\$0	\$3,200	\$0	\$19,800
Training/ Travel	\$0	\$0	\$0	\$500
Employee Dues and Fees	\$0	\$0	\$0	\$0

City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
Total Food and Beverage Payroll Expense	\$107,497	\$113,500	\$120,100	\$156,900
<u>Cost of Goods Sold Expense</u>				
Beer	\$19,807	\$20,000	\$14,500	\$16,000
Non-Alcoholic Beverages	\$3,581	\$4,000	\$3,600	\$4,000
Liquor	\$4,246	\$6,000	\$4,100	\$4,200
Wine	\$0	\$6,000	\$3,200	\$2,000
Food	\$39,238	\$40,000	\$48,000	\$46,500
Consumable Food and Beverage Supplies	\$4,179	\$4,700	\$4,000	\$2,500
Total Cost of Goods Sold	\$71,051	\$80,700	\$77,400	\$75,200
<u>Operational Expense</u>				
Alcohol Tax	\$0	\$5,600	\$5,100	\$5,500
Consumable Supplies	\$8,990	\$9,000	\$9,300	\$9,600
Advertising	\$0	\$0	\$0	\$0
Equipment Rental	\$909	\$0	\$900	\$1,000
Equipment Repair and Maintenance	\$0	\$1,500	\$0	\$2,500
Licenses and Permits	\$2,444	\$2,551	\$2,000	\$2,600
Propane	\$3,573	\$4,200	\$3,600	\$4,500
Miscellaneous Food and Beverage Expenses	\$100	\$500	\$0	\$2,500
Total Operational Expense	\$16,016	\$23,351	\$20,900	\$28,200
Total Food and Beverage Expense	\$194,564	\$217,551	\$218,400	\$260,300
<u>Swimming Pool/Tennis Expense</u>				
<u>Payroll</u>				
Seasonal Employee	\$2,951	\$3,400	\$3,250	\$8,000
Payroll Taxes	\$229	\$400	\$200	\$625
Worker's Compensation Insurance	\$0	\$100	\$50	\$200
Total Payroll Expense	\$3,180	\$3,900	\$3,500	\$8,825
<u>Operational Expenses</u>				
Pool Maintenance and Repair	\$4,550	\$5,700	\$5,100	\$12,500
Tennis Court Maintenance and Repair	\$0	\$1,000	\$250	\$1,000
Supplies	\$3,923	\$3,500	\$1,750	\$3,500

***City of Meadowlakes
Fiscal Year 2016
Recreation Fund Budget***

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<i>Total Operation Expense</i>	<i>\$8,473</i>	<i>\$10,200</i>	<i>\$7,100</i>	<i>\$17,000</i>
<i>Total Swimming Pool/Tennis Expense</i>	<i>\$11,653</i>	<i>\$14,100</i>	<i>\$10,600</i>	<i>\$25,825</i>
<i>TOTAL RECREATION FUND EXPENSE</i>	<i>\$875,781</i>	<i>\$885,231</i>	<i>\$794,360</i>	<i>\$953,185</i>
<i>OPERATIONAL NET GAIN/(LOSS)</i>	<i>-\$9,431</i>	<i>\$19,469</i>	<i>-\$4,135</i>	<i>-\$48,535</i>
<i>TRANSFER IN FROM OTHER SOURCES</i>				
<i>Transfer in from General Fund</i>	<i>\$1,000</i>	<i>\$1,000</i>	<i>\$1,000</i>	<i>\$500</i>
<i>Transfer in from Utility Fund</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$85,000</i>
<i>Transfer in from Reserves</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$28,035</i>
<i>Total Funds Transferred In From Other Sources</i>	<i>\$1,000</i>	<i>\$1,000</i>	<i>\$1,000</i>	<i>\$113,535</i>
<i>Capital Expenditures/Major Renovations</i>	<i>\$0</i>	<i>\$0</i>	<i>\$0</i>	<i>\$20,000</i>
<i>Equipment Lease/Purchase</i>	<i>\$0</i>	<i>\$0</i>	<i>\$9,500</i>	<i>\$45,000</i>
<i>FUND NET GAIN/LOSS</i>	<i>-\$8,431</i>	<i>\$20,469</i>	<i>-\$12,635</i>	<i>\$0</i>

City of Meadowlakes
Fiscal Year 2016
Debt Service Budget

	<i>Fiscal Year 2014</i>	<i>Budgeted Fiscal Year 2015</i>	<i>Anticipated Fiscal Year 2015</i>	<i>Fiscal Year 2016 Budget</i>
<u>Income</u>				
<i>Ad Valorem Tax</i>	\$292,687	\$304,520	\$304,525	\$345,800
<i>Interest Eared on Investment</i>	\$237	\$0	\$240	\$288
<i>Total Income</i>	\$292,924	\$304,520	\$304,765	\$346,088
<u>Expenses</u>				
<i>2008 Certificate of Obligation Bonds</i>				
<i>Principal</i>	\$285,000	\$300,000	\$300,000	\$0
<i>Interest</i>	\$28,080	\$14,400	\$14,400	\$0
<i>Total 2008 Certificate of Obligation Bond Expense</i>	\$313,080	\$314,400	\$314,400	\$0
<i>2013 General Obligation Bonds</i>				
<i>Principal</i>	\$60,000	\$60,000	\$60,000	\$380,000
<i>Interest</i>	\$67,547	\$66,320	\$66,320	\$65,088
<i>Total 2013 General Obligation Bond Expense</i>	\$127,547	\$126,320	\$126,320	\$445,088
<i>Total Expenses</i>	\$440,627	\$440,720	\$440,720	\$445,088
<i>Transfer in from Other Sources</i>				
<i>Transfer in from Utility Fund</i>	\$159,664	\$136,200	\$136,200	\$99,000
<i>Total Transfer in from Other Sources</i>	\$159,664	\$136,200	\$136,200	\$99,000
<i>Net Gain/(Loss)</i>	\$11,961	\$0	\$245	\$0

City of Meadowlakes

Outstanding Debt Service

2013 Lease/Purchase Agreement-Water Storage Tank

<i>Fiscal Year</i>	<i>Total Principal</i>	<i>Total Interest</i>	<i>Total Due</i>
2016	\$44,823	\$2,160	\$46,983
2017	\$45,950	\$1,033	\$46,983
2018	\$6,686	\$85	\$6,770
<i>Totals</i>	<i>\$97,459</i>	<i>\$3,277</i>	<i>\$100,736</i>

2013 General Obligation Bonds-Refunding Issue

<i>Fiscal Year</i>	<i>Total Principal</i>	<i>Total Interest</i>	<i>Total Due</i>
2016	\$380,000	\$65,088	\$445,088
2017	\$385,000	\$57,298	\$442,298
2018	\$385,000	\$49,405	\$434,405
2019	\$390,000	\$41,513	\$431,513
2020	\$395,000	\$33,518	\$428,518
2021	\$405,000	\$25,420	\$430,420
2022	\$415,000	\$17,118	\$432,118
2023	\$420,000	\$8,610	\$428,610
<i>Totals</i>	<i>\$3,175,000</i>	<i>\$297,968</i>	<i>\$3,472,968</i>

<i>Total Outstanding Bond Principal as of October 1, 2015</i>	<i>\$3,175,000</i>
<i>Bond Principal Due in Fiscal Year 2016</i>	<i>\$380,000</i>
<i>Total Bond Debt as of September 30, 2016</i>	<i>\$2,795,000</i>

<i>Total Bond Interest Due in Fiscal Year 2016</i>	<i>\$65,088</i>
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<i>Total Bond Principal and Interest Due in Fiscal Year 2016</i>	<i>\$445,088</i>
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UTILITY FUND DEBT SERVICE

<i>Lease/Purchase Debt as of October 1, 2015</i>	<i>\$97,544</i>
<i>Principal Due in Fiscal Year 2016</i>	<i>\$44,823</i>
<i>Total Lease/Purchase Debt as of September 30, 2016</i>	<i>\$52,721</i>

<i>Total Lease/Purchase Interest Due in Fiscal Year 2016</i>	<i>\$2,160</i>
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<i>Total Lease/Purchase Principal and Interest Due in Fiscal Year 2016</i>	<i>\$46,983</i>
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City of Meadowlakes

Outstanding Debt Service

Principal and Interest Comparison FY15 to FY16

	<i>FY15</i>	<i>FY16</i>	<i>Difference FY15 to FY16</i>
<i>2013-General Obligation Bonds</i>			
<i>Interest</i>	<i>\$80,720</i>	<i>\$65,088</i>	<i>-\$15,632</i>
<i>Principal</i>	<i>\$360,000</i>	<i>\$380,000</i>	<i>\$20,000</i>
 <i>Total Bond Principal & Interest Paid</i>	 <i>\$440,720</i>	 <i>\$445,088</i>	 <i>\$4,368</i>
 <i>2013-Water Tank</i>	 <i>FY15</i>	 <i>FY16</i>	 <i>Difference FY15 to FY16</i>
<i>Interest</i>	<i>\$142,488</i>	<i>\$44,548</i>	<i>-\$97,940</i>
<i>Principal</i>	<i>\$4,494</i>	<i>\$2,435</i>	<i>-\$2,059</i>
 <i>Total Prinicipal and Interest Paid</i>	 <i>\$146,982</i>	 <i>\$46,983</i>	 <i>-\$99,999</i>

City of Meadowlakes

Fund Reserves

GENERAL FUND

<u>Estimated Cash on Deposit as of October 1st, 2015</u>		<i>\$405,000</i>
Less Anticipated Payables	<i>\$17,000</i>	
Less Restricted Funds	<i>\$16,300</i>	
Total Estimated Cash Liabilities		<i>\$33,300</i>
Estimated Unrestricted Cash as of October 1, 2015		<i>\$371,700</i>
 Budget Cash Inflow for Fiscal Year 2016		 <i>\$412,350</i>
 Budgeted Cash Outflow for Fiscal Year 2016		
Budgeted Operational Expenses	<i>\$406,680</i>	
Capital Expenditures	<i>\$0</i>	
Contingencies	<i>\$5,670</i>	
Transfers to Other Funds	<i>\$1,000</i>	
		<i>\$413,350</i>
 Net Anticipated Positive/(Negative) Cash Flow for Fiscal Year 2016		 <i>\$0</i>
 Anticipated Cash Reserves as of September 30th, 2016		 <i>\$371,700</i>
(Assumption based on comparable liabilities at the end of the FY16 as at the end of FY15.)		
 <u>Special Restricted Funds with the General Fund</u>		
Estimated Combined Restricted Fund Balances as of September 30, 2015		<i>\$16,300</i>
Budgeted Increase/(Decrease) in Restricted Fund Balances in Fiscal Year 2016	<i>\$7,750</i>	
Estimated Combined Restricted Fund Balances as of September 30, 2016		<i>\$24,050</i>

(The Restricted Funds as of September 30th, 2015 consists of \$7,345 in Facilities Replacement; \$8,250 in Unemployment Reserves and \$705 in Judicial Discretionary Funds. A new Restricted Fund to assist the Marble Falls Volunteer Fire Department in the purchase of a new fire engine is being established with a initial balance of \$5,000 and an additional \$2,750 will be transferred into the Unemployment Reserve Fund by the Utility Fund and the General Fund. All excess funds at the end of the fiscal year will be transferred into the General Fund Operational Funds.

City of Meadowlakes
Fund Reserves
UTILITY FUND

<u>Estimated Cash on Deposit as of October 1st, 2015</u>			<i>\$435,736</i>
Less Anticipated Payables	<i>\$58,000</i>		
Less Deposits Payable	<i>\$85,000</i>		
Less Equipment Replacement Fund	<i>\$17,127</i>		
Less Restricted Funds	<u><i>\$1,000</i></u>		
Total Estimated Cash Liabilities		<i>\$161,127</i>	
Estimated Unrestricted Cash as of October 1, 2015			<i>\$274,609</i>
 Budget Cash Inflow for Fiscal Year 2016		<i>\$1,231,750</i>	
 Budgeted Cash Outflow for Fiscal Year 2016			
Budgeted Operational Expenses	<i>\$1,005,200</i>		
Capital Expenditures	<i>\$0</i>		
Operational Debt	<i>\$44,550</i>		
Transfers to Other Funds	<u><i>\$182,000</i></u>		
		<i>\$1,231,750</i>	
 Net Anticipated Positive/(Negative) Cash Flow for Fiscal Year 2016			<i>\$0</i>
 Anticipated Cash Reserves as of September 30th, 2016			<i>\$274,609</i>
(Assumption based on comparable liabilities at the end of the FY16 as at the end of FY15.)			
 <u>Special Restricted Funds with the General Fund</u>			
Estimated Combined Restricted Fund Balances as of September 30, 2015			<i>\$17,127</i>
Budgeted Increase/(Decrease) in Restricted Fund Balances in Fiscal Year 2016		<i>\$0</i>	
Estimated Combined Restricted Fund Balances as of September 30, 2016			<i>\$17,127</i>

(Transfer of funds of \$85,000 to the Recreation Fund and \$99,000 to the Debt Service Fund. All excess funds at the end of the fiscal year will be transferred to the Utility Fund Operational Reserves.)

City of Meadowlakes

Fund Reserves RECREATION FUND

Estimated Cash on Deposit as of October 1st, 2015

\$50,000

Less Anticipated Payables

\$0

Less Restrictive Funds

\$0

Total Estimated Cash Liabilities

\$0

Estimated Unrestricted Cash as of October 1, 2015

\$50,000

Budget Cash Inflow for Fiscal Year 2016

Cash Inflow from Services Provided

\$894,650

Transfer in from Other Funds

\$85,500

Total Cash Inflow

\$980,150

Budgeted Cash Outflow for Fiscal Year 2016

Budgeted Operational Expenses

\$943,185

Capital Expenditures (Equipment Lease)

\$45,000

Capital Expenditures Other

\$10,000

Total Cash Outflow

\$998,185

Net Anticipated Positive/(Negative) Cash Flow for Fiscal Year 2016

(\$18,035)

Anticipated Cash Reserves as of September 30th, 2016

\$31,965

(Assumption based on comparable liabilities at the end of the FY16 as at the end of FY15.)

City of Meadowlakes
Fund Reserves
DEBT SERVICE FUND

<u>Estimated Cash on Deposit as of October 1st, 2015</u>			<i>\$8,905</i>
Estimated Unrestricted Cash as of October 1, 2015			<i>\$8,905</i>
Budget Cash Inflow for Fiscal Year 2016			
Ad Valorem Tax	<i>\$345,800</i>		
Miscellaneous	<i>\$300</i>		
Trasfer in from Utility Fund	<i>\$99,000</i>		
Total Budgeted Cash Inflow		<i>\$445,100</i>	
Budgeted Cash Outflow for Fiscal Year 2016			
Bond Debt Prinicipal Paid	<i>\$380,000</i>		
Bond Interest Paid	<i>\$65,100</i>		
		<i>\$445,100</i>	
Net Anticipated Positive/(Negative) Cash Flow for Fiscal Year 2016			<i>\$0</i>
Anticipated Cash Reserves as of September 30th, 2016			<i>\$8,905</i>

City of Meadowlakes

Fund Reserves

FY 2016

Change In Fund Reserves During Fiscal Year

	<i>Estimated Uncommitted Fund Balance as of October 1, 2015</i>	<i>Estimated Uncommitted Fund Balance as of September 30, 2016</i>	<i>Anticipated Net Gain/(Loss) During Fiscal Year</i>
<i>General Fund-Operational Reserves</i>	<i>\$371,700</i>	<i>\$371,700</i>	<i>\$0</i>
<i>Utility Fund-Operatoinal Reserves</i>	<i>\$274,609</i>	<i>\$274,609</i>	<i>\$0</i>
<i>Recreation Fund</i>	<i>\$50,000</i>	<i>\$31,965</i>	<i>-\$18,035</i>
<i>Bond Debt Service</i>	<i>\$8,905</i>	<i>\$8,905</i>	<i>\$0</i>

***City of Meadowlakes
Fiscal Year 2016***

Intra-Fund Transfers

General Fund

Transfers Out to Other Funds

<i>Transferred to Utility Fund</i>	\$500
<i>Transferred to Recreation Fund</i>	\$500

<i>Total Transfers to Other Funds</i>	<i>\$1,000</i>
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Utility Fund

Transfers Out to Other Funds

<i>Transferred to Debt Service</i>	\$99,000
<i>Transferred to Recreation Fund</i>	\$85,000

<i>Total Transfers to Other Funds</i>	<i>\$184,000</i>
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Transfers In from Other Funds

<i>Transfer in from General Fund</i>	\$500
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<i>Total Transfer in from Other Funds</i>	<i>\$500</i>
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Recreation Fund

Transfers in from Other Funds

<i>Transfer in from General Fund</i>	\$500
<i>Transfer in from Utility Fund</i>	\$85,000
<i>Transfer in from Recreation Fund Reserves</i>	\$18,035

<i>Total Transfer in from Other Funds</i>	<i>\$103,535</i>
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Debt Service Fund

Transfer in from Other Funds

<i>Transfer in from Utility Fund</i>	\$99,000
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<i>Total Transfer in from Other Funds</i>	<i>\$99,000</i>
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City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**6-C- Ordinance 2015-04 –
Adoption of FY 2015 Ad
Valorem Tax Rate**

Date: September 1, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-C- Ordinance 2015-04 Adoption of Fiscal Year 2015 Ad
Valorem Tax Rate

Requested Council Agenda Date: September 8, 2015

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

1. Place On: ___ Consent ☒ New Business ___ Old Business
2. Budget Impact Statement Attached: ___ Yes ___ No ___ N/A
3. Original Copies of Documents Approved in form by City Attorney? ___ Yes
___ No

4. Background:

Please find attached for review and consideration Ordinance 2015-04 adopting the ad valorem tax rate for 2015. The proposed tax rate exceeds the calculated effective tax rate, so two public hearings were required. The first hearing was on August 27, 2015 and the second was on September 1, 2015. .

The single largest revenue stream for the City is ad valorem taxes. The proposed FY 2016 budget reflects 24% of the total combined revenue of the City as being generated from ad valorem taxes. Ad valorem tax income will generate approximately 84% of the total income for the General Fund and approximately 88% of the City Bonded Debt Service requirements for fiscal year 2016. The proposed budget includes approximately \$10,000 more in ad valorem tax revenue than was generated in FY 2015.

5. Recommendation:

The total ad valorem tax rate includes two separate rates; the rate for operational (O&M) and the rate for retirement of the City's bonded debt (I&S).

The proposed tax rate for 2015 is the same as 2014; \$.03206 per \$100 taxable valuation. This includes \$.1607 for operational purposes and \$.1599 for debt retirement. The income from each rate is approximately \$348,000 and \$345,800 respectively.

The adoption of the ad valorem tax rate requires two separate votes. The first is a motion entered into the minutes and the second is the actual adoption of Ordinance 2015-04.

A verbal motion must be approved prior to the adoption of the Ordinance and must be stated as follows:

“I move that the property tax rate be increased by the adoption of a tax rate of \$.03206, which is effectively a 6.9% increase in the tax rate.”

The second vote is the actual adoption of the Ordinance which establishes the ad valorem tax rate. The vote on the adoption of the tax rate requires a verbal called vote, with each Councilmember's vote to be so noted in the ordinance.

I would recommend the establishment of a combine ad valorem tax rate of \$.03206, with an O&M rate of \$.1607 and an I&S rate of \$.1599.

City of Meadowlakes

ORDINANCE 2015-04

September 8, 2015

AN ORDINANCE LEVYING AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MEADOWLAKES, TEXAS, FOR THE 2016 FISCAL YEAR BEGINNING OCTOBER 1, 2015 AND ENDING SEPTEMBER 30, 2016, TAX YEAR 2015; PROVIDING FOR AND APPORTIONING EACH LEVY FOR A SPECIFIC PURPOSE; PROVIDING A DATE ON WHICH TAXES SHALL BECOME DELINQUENT IF UNPAID; AND, PROVIDING FOR A LIEN ON ALL TAXABLE PROPERTY TO SECURE THE PAYMENT OF TAXES DUE THEREON; AND PROVIDING FOR PENALTY, INTEREST AND COLLECTION COSTS, IF ANY, FOR ALL DELINQUENT TAXES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 26.05 of the Texas Tax Code requires that the City of Meadowlakes, Texas, adopt a tax rate for the next fiscal year by September 30, 2015; and

WHEREAS, the City Council of the City of Meadowlakes has received the Tax Year 2014 certified property tax roll submitted by the Chief Appraiser of the Burnet County Appraisal District; and

WHEREAS, Section 26.05 of the Texas Tax Code prohibits the governing body of a municipality from adopting a tax rate that exceeds the lower of the rollback rate or the effective tax rate until the governing body has held two public hearings on the proposed tax rate.

WHEREAS, the two required public hearings were held on August 27, 2015 and September 1, 2015.

WHEREAS, a budget appropriating revenues generated by the collection of an ad valorem tax levy and other revenue sources for the use and support of the municipal government of the City of Meadowlakes was duly and legally adopted by the Meadowlakes City Council subsequent to a public hearing on said budget, as required by §102.009 of the Texas Local Government Code, prior to the consideration the Ordinance herein;

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

SECTION I. There is hereby levied and ordered to be assessed and collected for the use and support of the municipal government of the City of Meadowlakes (the "City") and in order to provide for the budgeted expenditures of said City for the fiscal year October 1, 2015 through September 30, 2016 upon all property, real, personal and mixed, within the corporate limits of said City on January 1, 2015 subject to taxation, a tax of **\$0.3206** on each \$100.00 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

- A. For the maintenance and support of the general government (General Fund), a rate of **\$0.1607** per each \$100 valuation of all property within said City; and
- B. For the interest and sinking fund, bonded or other indebtedness and related fees, a rate of **\$0.1599** per each \$100 valuation of all property within said City.

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

"THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.45% AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$20.70."

SECTION II. Taxes levied under this ordinance shall be due October 1, 2015 and if not paid on or before January 31, 2016 shall immediately become delinquent.

SECTION III. All taxes shall become a lien upon the property against which assessed, and the Burnet County Tax Appraisal District, as the assessor and collector of the City, is hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinances of the City, and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City. All delinquent taxes shall bear interest from date of delinquency at the rate as prescribed by state law.

SECTION IV. Taxes are payable at the Burnet County Appraisal District in either Burnet or Marble Falls, Texas. The City of Meadowlakes shall have all the rights and remedies provided by law for the enforcement of the collection of taxes levied under this Ordinance.

SECTION V. It is hereby declared to be the intention of the City Council of the City of Meadowlakes, Texas that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by a valid judgment or decree of any court or competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraph, and sections of this ordinance, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

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

SECTION VII. The City Secretary of the City of Meadowlakes is hereby directed to publish the caption, penalty clause, publication clause and the effective date clause of this ordinance for one (1) day in the official newspaper of the City of Meadowlakes, as authorized by Section 52.013 of the Texas Local Government Code.

SECTION VIII. This ordinance shall take effect immediately from and after its passage and publication in accordance with the publication provisions as so stated in Section 7 of this ordinance.

SECTION IX. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act.

SECTION X. A copy of this Ordinance, as adopted, shall be delivered to the Chief Appraiser of the Burnet County Appraisal District. Such copy shall serve as the notice of adoption of the City's tax rate.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES
THIS THE 8th DATE OF SEPTEMBER, 2014** by the following vote:

	Vote
Councilperson Fields	_____
Councilperson Barry	_____
Councilperson Cunningham	_____

Councilperson Drummond
Councilperson Stephenson

Signed:

Attest:

Mary Ann Raesener, Mayor
City of Meadowlakes

Christy Fath,
City Secretary

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**6-D - Retaining Auditing
Firm for conducting FY15
audit**

Date: September 1, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-D - Retaining auditing firm to conduct the FY15 annual audit

Requested Council Agenda Date: September 8, 2015

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

1. Place On: ___ Consent ☒ New Business ___ Old Business
2. Original Copies of Documents Approved in form by City Attorney? ___ Yes
___ No

3. Background:

We are required each year to have an audit done of the financial condition of all City funds including the PFC. This audit must be done by a certified public accountant experienced in governmental auditing. For the past several years we have retained the firm of Neffendorf, Knopp, Doss & Company of Fredericksburg. Please find attached for your consideration a letter of engagement retaining this firm to conduct the City's fiscal year 2015 audit. The anticipated cost is \$14,250; \$250 more than last year.

Because this is a professional service we are not required to let bids. I have been pleased with the services provided by this firm and they have always prepared the audit in a timely and professional manner.

4. Recommendation:

I recommend that you authorize the Mayor and City Manager to retain the firm of Neffendorf, Knopp, Doss & Company, P.C. to conduct the City's fiscal year 2015 audit.

NEFFENDORF, KNOPP, DOSS AND COMPANY, P.C.

Certified Public Accountants

**P.O. BOX 874 736 S. WASHINGTON ST.
FREDERICKSBURG, TEXAS 78624-0874
(830)997-3348**

**MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS**

**FAX: (830)997-3333
E-mail: nkhd@austin.rr.com**

**MEMBER
TEXAS SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS**

August 20, 2015

To Honorable Mayor and City Council Members
City of Meadowlakes, Texas
177 Broadmoore Street, Suite A
Meadowlakes, Texas 78645

We are pleased to confirm our understanding of the services we are to provide City of Meadowlakes, Texas for the year ended September 30, 2015. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Meadowlakes, Texas as of and for the year ended September 30, 2015 Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Meadowlakes, Texas's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Meadowlakes, Texas's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule
- 3) Schedule of Funding Progress for the Retirement Fund

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Meadowlakes, Texas's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of City of Meadowlakes, Texas in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating

an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Neffendorf, Knopp, Doss & Company, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Neffendorf, Knopp, Doss & Company, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Keith Neffendorf, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates except that we agree that our gross fee, including expenses, will not exceed \$14,250 (\$8,875 for the City and 5,375 for the component unit). The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to City of Meadowlakes, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,


NEFFENDORF, KNOPP, DOSS & COMPANY, PC

RESPONSE:

This letter correctly sets forth the understanding of City of Meadowlakes, Texas.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**6-E-Fire Protection
Contract**

Date: September 3, 2015
To: Honorable Mayor Raesener and Council Members
Agenda Item: 6-E-Fire Protection Contract
Requested Council Agenda Date: September 8, 2015
Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. Place On: ___ Consent ☒ New Business ___ Old Business
2. Budget Impact Statement Attached: ___ Yes ___ No ___ N/A
3. Original Copies of Documents Approved in form by City Attorney? ___ Yes
___ No
-

4. Background:

The City currently has a contract with the Marble Falls Area Volunteer Fire Department, Inc. (VFD) to provide fire protection and first responder services. The current contract is for three years and ends on September 30, 2015. There is an escalator clause which provides for a 3% increase in funding each year; the amount paid for services in FY15 will total \$32,135.

The proposed contract is a three year contract with a fixed cost of \$42,250 per year. This is a \$10,000 increase in funding with \$5,000 going directly to the VFD and the remaining \$5,000 going into a special fund established and held by the City for future purchases of fire apparatus and equipment for the VFD.

5. Recommendation:

I would recommend the contract with the VFD be approved.

**AGREEMENT FOR FIRE PROTECTION AND FIRST RESPONDER
SERVICES BETWEEN THE MARBLE FALLS AREA VOLUNTEER FIRE
DEPARTMENT, INC. AND THE CITY OF MEADOWLAKES, TEXAS**

**STATE OF TEXAS §
COUNTY OF BURNET §**

WHEREAS, the City of Meadowlakes, Burnet County, Texas, hereinafter referred to as the City, a political subdivision of the State of Texas, has authority under Texas Local Government Code, Chapter 51.015 to contract with an incorporated volunteer fire department to provide fire protection and first responder services to the City; and

WHEREAS, the Marble Falls Area Volunteer Fire Department, Incorporated hereinafter referred to as VFD, is a duly incorporated volunteer fire department in the State of Texas; and

WHEREAS, the City and VFD represent that each is independently authorized to perform the functions contemplated by this Agreement; and

WHEREAS, the City is contracting with the VFD, to provide a public service because the VFD has fire protection vehicles and other equipment designed to extinguish fires and respond on a limited basis to other emergencies, as well as assist in the prevention of damage to property and injury to persons from fire and other emergencies and has the control and use of volunteer members who are trained to properly utilize such vehicles and equipment and to provide fire protection and emergency services; and

WHEREAS, this Agreement and contract is made between the City and the VFD pursuant to Local Government Code, Chapter 51.015 and to the general authority of the Council of the City to contract with private providers for services for the public.

NOW, THEREFORE, in consideration of the above recitals, mutual benefits and promises each to the other made herein, the parties named above do hereby agree as follows:

PUBLIC PURPOSE

The purpose of this contract is to provide public fire protection and other limited emergency response services within the incorporated city limits of the City.

VFD OBLIGATION

The VFD as part of this agreement, and as a condition of the payment by the City of any and all sums called for under this agreement, agree that:

- a.** The VFD will provide fire protection and other emergency response services for all persons and property within the incorporated limits of the City.
- b.** The VFD shall use reasonable diligence and efforts to provide the fire protection and emergency response services it has agreed to provide by this contract and to provide immediate and direct supervision of the VFD member, employees, agents, contractors, sub-contractors, and/or laborers, if any, in the furtherance of the purposes, terms, and conditions of this contract. The parties do not hereby waive any immunity, defense, privilege, or remedy provided by law.
- c.** The VFD agrees to ensure that its members and personnel providing fire protection services in performance of this contract, when performing said services, will conduct themselves in a professional manner and comply with all applicable laws; non-member volunteers will not be used for fire protection by the VFD; and all fire fighters of the VFD will be employees and/or members of the VFD.
- d.** The VFD warrants that in carrying out the terms and conditions of this contract, it will not utilize any person under 18 years of age.
- e.** The books and records maintained by the VFD shall be open to inspection by the City or its designated representatives during normal business hours and the VFD shall submit a financial report or audit to the City within three months after the close of the VFD's fiscal year.
- f.** The VFD shall maintain a "current" status through the term of this agreement as a First Responder Organization per Texas Administrative Code 157.14.
- g.** The VFD shall indemnify, save and hold harmless, and defend the City against all fines, claims, damages, losses, judgments, and expenses arising out of, or from, any act or omission of the VFD, its officers, employees, or (members, participants, agents, representatives, as appropriate) arising out of or in any way connected to activities authorized pursuant to this Agreement. This obligation shall survive the termination of this Agreement.
- h.** The VFD agrees to provide the following insurance coverage; and to provide proof of coverage to the City as a named insurer.
 - 1. Comprehensive General Liability Insurance in the amount of \$1,000,000, fully insuring the VFD and the City against any and all personal injuries and/or damages which might result from work being performed.
 - 2. Worker's compensation coverage for its employees, officers and volunteers.

3. Automobile Liability Insurance - at any such time as the work covered by the contract shall involve the use of automotive equipment, the VFD shall maintain liability insurance with a combined single occurrence limit of not less than \$1,000,000.

i. The VFD agrees to provide the equipment, materials and manpower as required to fulfill the terms and conditions of this Agreement at its sole expense.

GENERAL APPORTIONMENT OF RESPONSIBILITY AND IMMUNITY

In the event of joint or concurrent negligence of the parties, responsibility, if any, shall be apportioned comparatively in accordance with the laws of the State of Texas, without, waiving any governmental immunity available to either party individually under Texas law. The VFD shall be responsible for its sole negligence.

The City shall be responsible for its sole negligence. The provisions of this paragraph are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any other person.

DEFAULT

In the event either party shall fail to keep, observe, or perform any provision of this Agreement, the breaching party shall be deemed in default. If such default shall continue for a period of thirty (30) days after notice thereof by the non-breaching party to the other, then the non-breaching party shall be entitled to terminate this Agreement immediately.

TERMINATION

This Agreement may be terminated:

1. **By Mutual Agreement:** This Agreement may be terminated by mutual agreement of the City and the VFD, as evidenced by a written termination agreement.
2. **For Non-Appropriation of Funds:** This Agreement may be terminated by either party if a party fails to appropriate funds necessary for performance of the obligations under this Agreement.
3. **By Either Party:** This agreement may be terminated at any time for convenience or fault upon one hundred eighty (180) days written notice to the other party.

TERMS AND EFFECTIVE DATE

The term of this agreement shall be for three (3) years, from October 1, 2015 through September 30, 2018, unless terminated.

The effective date of this Agreement shall be October 1, 2015, or the date both parties have signed within the 2016 fiscal year, whichever is the later, and this contract shall expire at midnight on September 30, 2018.

CONSIDERATION

The City, for services rendered, and provided within this Agreement, shall pay to the VFD in twelve (12) equal monthly payments of \$3094.58 (\$37,134.96 annually) due and payable to the VFD by the 10th of each month; the City also agrees to establish a vehicle replacement fund for additional fire apparatus and equipment for the VFD with a funding level of \$5,000 per year during the term of this agreement.

The VFD may request additional funding at any time for items as deemed necessary, subject to approval of the City Council.

GENERAL PROVISIONS

- 1. Agent of City for Certain Limited Purposes Only:** The City and the VFD understand that while engaged in the performance of the scope of its duty to provide fire protection and first responder services to the citizens of the City, the VFD acts as an agent of the City to the limited extent as mandated by law. However, the VFD is a private non-profit corporation and not a governmental entity, and is not an agent of the City for any other purposes.
- 2. Severability:** If any term, covenant or condition of this contract or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this contract or the application of such term, covenant or condition to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected, and each term, covenant or condition of this Agreement shall be valid and shall remain enforced as permitted by law.
- 3. Notices:** Notice to either party must be in writing and may be in person or by Certified United States Mail, postage prepaid and addressed to:

City: City of Meadowlakes
Attention: City Manager
177 Broadmoor Street
Meadowlakes, Texas 78654

VFD: Marble Falls Area Volunteer Fire Department, Inc.
Attention: President
PO Box 1943
Marble Falls, Texas 78654

d. Governing Law/Venue: This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of Texas and the venue for enforcement shall be Burnet County, Texas.

e. Limitations of Liability: By entering into this agreement, neither party waives sovereign immunity defenses or any other limitation of liability. No provisions of this Agreement are intended to modify or waive any provisions of the Texas Tort Claims Act.

f. Entire Agreement: This Agreement is a total and complete integration of any and all understandings existing between the parties and supersedes any prior oral or written agreements, or promises between them.

The headings of the various paragraphs of this Agreement are for convenience only, and shall not define, interpret, affect or prescribe the meaning and interpretation of the provisions of this contract.

g. Amendment: No amendments, alterations, or changes in the terms and conditions set out herein shall be made without the express written consent of the parties.

Passed and approved on this _____ day of _____, 2015.

City of Meadowlakes

By: _____

Mary Ann Raesener, Mayor

Attest: _____

Christi Fath, City Secretary

**Marble Falls Area Volunteer Fire
Department, Inc.**

By: _____

Title: _____

Attest: _____

Title: _____

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**6-F-Resolution 2015-005-
Amending Employee
Personnel Manual**

Date: September 1, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-F- Resolution 2015-005 Amending Employee Personnel
Manual

Requested Council Agenda Date: September 8, 2015

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

1. Place On: ___ Consent ☒ New Business ___ Old Business
2. Budget Impact Statement Attached: ___ Yes ___ No ___ N/A
3. Original Copies of Documents Approved in form by City Attorney? ___ Yes
___ No

4. Background:

The City offers its employees ten paid holidays each year, however the policy does not clearly state how an employee is to be compensated if they are required to work on one of these holidays. With the City's acquisition of the golfing operations the policy needed to be more clearly defined.

Additional clarification of how and when an employee would be eligible for a paid holiday is also included with the addition of a section identifying eligibility.

5. Recommendation:

I would recommend the adoption of Resolution 2015-005.

City of Meadowlakes

RESOLUTION 2015-005

September 8, 2015

A RESOLUTION AMENDING SECTION 2.11 "PAID HOLIDAYS" OF THE CITY OF MEADOWLAKES EMPLOYEE PERSONNEL MANUAL; PROVIDING AN EFFECTIVE DATE; A SEVERABILITY CLAUSE; AND RELATED MATTERS.

WHEREAS, on December 14, 2010, the City Council of the City of Meadowlakes approved the adoption of a "Employee Personnel Manual"; and

WHEREAS, the City desires to revise the Personnel Manual to reflect changes in City policies and procedures.

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

Section 1. Section 2.11 Paid Holidays is hereby amended as reflected in Exhibit "A" and those amendments shall be effective immediately upon a passage of this Resolution.

Section 2. It is hereby declared to be the intention of the City Council of the City of Meadowlakes, Texas that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by a valid judgment or decree of any court or competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section3. The meeting at which this Resolution was adopted was open to the public and public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

(Execution page follows)

PASSED, APPROVED and **ADOPTED** by the City Council of the City of Meadowlakes, Texas, at its regular meeting of said Council on the 8th day of September, 2015.

Mary Ann Raesener, Mayor
City of Meadowlakes

ATTEST:

Christy Fath, City Secretary

Exhibit "A"

Amended Section 2.11 of the City of Meadowlakes Personnel Manual to reflect those items underlined and in bold below.

2.11 Paid Holidays.

1. **Regular Holidays** - The following holidays are recognized as municipal holidays for pay purposes. Regular, Regular part-time, and trial/probationary service employees are authorized to be off with pay:

New Year's Day	Memorial Day	Good Friday
Independence Day	Labor Day	Veterans Day
Thanksgiving	Friday after Thanksgiving	Christmas Eve
Christmas Day		

When a day recognized as a holiday by the City falls on Sunday, the following Monday is observed as the holiday. When a day recognized as a holiday by the City falls on Saturday, the preceding Friday is observed as the holiday.

2. **Eligibility – To be eligible for holiday pay, an employee must work on the last regularly scheduled workday preceding the holiday and the first regularly scheduled workday following the holiday, or on the holiday itself. When an employee is scheduled to work last shift before or after the holiday, or to work on the holiday and does not do so, payment of for the holiday will only be made if the reason for the absence is:**
 - a. Personal illness and the employee has notified the appropriate supervisor. Medical certification of the illness may be required.**
 - b. The employee is on vacation and the holiday falls during the vacation.**
 - c. The employee is on military reserve duty.**
 - d. The employee is on jury duty.**
 - e. A member of the employee's immediate family has died.**

3. **Holiday Worked – An employee that is required to work on a City holiday will not receive pay for the holiday in addition to pay for the work, but will be allowed to take another paid day off during the following twelve-month period on a day that is mutually convenient for the employee and City.**
4. **Religious Holiday** - An employee who wishes to be excused from work in observance of a religious holiday will request approval of the absence from the Department Director. If approved, the time off is charged against vacation leave or compensatory time. **Employees may substitute one religious holiday for another if approved by the employee's supervisor.**

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**6-G-Resolution 2015-006-
Adoptiong PFC Rules and
Rates**

Date: September 1, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-G - Resolution 2015-006 Adopting PFC Rules and Rates

Requested Council Agenda Date: September 8, 2015

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

1. **Place On:** ___ Consent ☒ New Business ___ Old Business
2. **Budget Impact Statement Attached:** ___ Yes ___ No ___ N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ___ Yes
___ No
-

4. Background:

The City is in the process of dissolving the Meadowlakes Public Facility Corporation (PFC) and will assume all operational responsibility of the golfing complex on October 1, 2015. The PFC has specific rules, policies, rates and fees regarding the use of the golfing complex.

Resolution 2015-006 provides the process by which the PFC adopted rules, policies and rates will be adopted by the City provided they are not in conflict with law or other adopted rules and policies of the City. The City must have these in place prior to assuming operation of the golfing complex.

5. Recommendation:

I recommend that Resolution 15-006 be adopted which would provide basic golfing rules, policies and usage rates. I also recommend that a thorough review of these policies be conducted soon. I do not recommend adjustments to the existing golfing rates at this time.

City of Meadowlakes

RESOLUTION 2015-006

September 8, 2015

A RESOLUTION OF THE CITY OF MEADOWLAKES, TEXAS ADOPTING AND ASSUMING THE ORGANIZATION, POLICIES, SCHEDULES, & PROCEDURES OF THE MEADOWLAKES PUBLIC FACILITY CORPORATION

WHEREAS, the City of Meadowlakes, Texas desires and intends to dissolve the Meadowlakes Public Facility Corporation as prudently as possible after October 1, 2015; and

WHEREAS, the City of Meadowlakes, Texas will assume all operational responsibility of the Meadowlakes Public Facility Corporation on October 1, 2015; and

WHEREAS, it is the opinion of the City Council and Staff of the City that the rules and rates be adopted by the Meadowlakes Public Facility Corporation to the extent allowed by law.

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

Section 1. The policies and procedures of the Meadowlakes Public Facility Corporation, that were in effect on September 30, 2015, are hereby adopted as policies and procedures of the City.

Section 2. If the adopted rules and rates are in conflict with State law or current policies and procedures of the City; State law or City policies and procedures shall prevail.

Section 3. It is hereby declared to be the intention of the City Council of the City of Meadowlakes, Texas that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by a valid judgment or decree of any court or competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 4. The meeting as which this Resolution was adopted was open to the public and public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

PASSED, APPROVED and ADOPTED by the City Council of the City of Meadowlakes, Texas, at the regular meeting of Council on the 8th day of September, 2015.

Mary Ann Raesener, Mayor
City of Meadowlakes

ATTEST:

Christy Fath, City Secretary

City of Meadowlakes

Items for Consideration

City Council Meeting

September 8, 2015

Date: September 1, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-H-Interlocal Agreement with CAPCOG for the Regional Notification System (RNS); also called CodeRed

Requested Council Agenda Date: September 8, 2015

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

1. **Place On:** ___ Consent ___☒ New Business ___ Old Business
2. **Budget Impact Statement Attached:** ___ Yes ___☒ No ___ N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ___ Yes ___☒ No
-

4. Background:

The Capital Area Council of Governments (CAPCOG) with the Capital Area Emergency Communications District (CAECD) is implementing a new Regional Notification System (RNS) that will enable Meadowlakes staff to send emergency and non-emergency alerts to residents as needed if they are registered to receive alerts. It is also known as CodeRed and there is no charge to the city for this service; it is provided by the CAECD (funding generated by a .50 charge for each phone line in the CAPCOG region).

A note to residents about how to register for the RNS was included in the 9/2/15 weekly newsletter and it will remain for several weeks to ensure everyone has the information and an opportunity to register or ask for help from staff if needed.

Please find attached a list of frequently asked questions, the interlocal agreement and policies and procedures are available upon request. Hard copies will be provided at the Council meeting should you want to review in more detail.

Debbie Carter has been working on this and will be attending the meeting to answer any questions you may have.

5. Recommendation:

I recommend that I be authorized to execute the interlocal agreement on behalf of the City.



Capital Area Council of Governments

6800 Burleson Road, Building 310, Suite 165 Austin, Texas 78744-2306

(p) 512.916.6000 (f) 512.916.6001

www.capcog.org

BASTROP BLANCO BURNET CALDWELL FAYETTE HAYS LEE LLANO TRAVIS WILLIAMSON

CAPCOG Regional Notification System Frequently Asked Questions

1) What is the Regional notification system (RNS)?

The regional notification system, or RNS, is a web-based tool available to users throughout the CAPCOG region to notify personnel or the public of emergency or non-emergency situations. The message delivered to contacts may include incident specific information, recommended protective actions or response directives, to name only a few. Activation steps include identifying contacts, developing the notification message, and determining the delivery method.

The system is an effective tool for notifying a relatively large number of people in a short period of time. Regional messages can be delivered to a number of devices (i.e. voice, email, SMS text, alpha pagers, and numeric pagers). The creator identifies call recipients, develops the regional message, determine which devices to send the message. Users may also activate the system remotely. Simply dial the number for "remote activation," provided by CodeRed, and a representative is available to 24/7 to initiate the activation for you.

The system utilizes multiple databases to notify contacts -- A user-developed database that each jurisdiction can create and customize contacts prior to sending a notification, and then users may create a group of contacts to receive messages; the GIS commercial database that includes contact information for citizens who registered on the CAPCOG RNS public website; and the telephone numbers for the public are drawn from a current 9-1-1 database for emergency notifications only. -- Jurisdictions will notify the vulnerable section of a community and provide directions and/or recommendations for protective actions before or during an emergency. -- An interactive map is used to identify the affected or threatened area in a community. -- A notification message can be delivered via telephone to the population within the targeted area on the map.

2) Does it work?

Yes, CAPCOG's RNS is fully functional, tested regularly, and has been used successfully within our region.

3) Is it reliable?

Yes, CodeRed quotes 99.99% up-time. The system is tested regularly, and the backup servers are in multiple locations.

4) What is a Local Program Administrator?

An LPA is an employee of a participating jurisdiction/organization responsible for the day-to-day operations of the RNS program on the local level to include system access privileges, QA/QI, system usage and accounting, and program training.

5) What is a Certified User?

A Certified User is an individual who has been designated by the LPA to activate that part of the system that relies on the 9-1-1 database. Certified Users must have received training on the system and must complete a non-disclosure agreement regarding the 9-1-1 database. This agreement must be submitted to CAPCOG before the Certified User is granted access to that portion of the RNS that utilizes the 9-1-1 database.

6) What is a Restricted User?

Restricted Users are individuals who have been designated by the RPA or LPA to activate any portion of the CAPCOG RNS that does not rely on the 9-1-1 database.

7) Is the system currently available?

Yes, this is a web-based program and designed for use throughout the CAPCOG region. Individuals desiring access to the system or authority to activate the system should contact their LPA. Feel free to contact Aisha Henderson at 512-916-6013 for information on RNS points of contact at your local agency/organization.

8) Why should my agency use CAPCOG's RNS? ...We already have a paging service.

CAPCOG's RNS is another tool to enhance regional communications with agency personnel and the public. It should not be considered a replacement for your current paging service; however, CAPCOG's RNS offers many benefits. First, it has the ability to contact individuals through a number of different devices (i.e., voice, SMS text, email, pagers, etc.). These devices may be contacted simultaneously.

Second, the RNS system can be activated remotely over the telephone. Even though this is a web-based program, users may send a regional notification to desired contacts by simply calling a designated phone number and speaking with a CodeRed representative.

9) What equipment do I need to operate the RNS?

Because the system is web-based, the only equipment that is needed is computer connected to the Internet. A microphone is optional when developing a custom voice message. If the user decides not to record the message, the system is capable of translating text to speech for messages in English.

10) What is the capacity of the RNS?

The number of contacts the CAPCOG RNS can send is dependent on what the local phone office can handle at a time. The system is designed with 'throttling technology'. This means the system senses how many lines/trunks are available and sends that many calls at a time. The available lines/trunks at the Central Phone Office can vary greatly moment-by-moment and the system adjusts accordingly.

11) Do we need to complete an activation report every time we activate the system?

No. CAPCOG staff members are able to monitor all activations to ensure that the system is used in accordance with the *Policies and Procedures*. Each participating jurisdiction/organization can export a report after each completed activation.

City of Meadowlakes

Items for Consideration

City Council Meeting

September 8, 2015

Agenda Item-6-I

Date: September 4, 2015

To: Honorable Mayor Raesener and Council Persons

From: Johnnie Thompson, City Manager

Agenda Item: 6-I-Appointment of Council Members to selection committee for Commissions, Boards and Committees

Requested Council Agenda Date: September 8, 2015

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

1. Place On: ☐ Consent ☒ New Business ☐ Old Business
2. Budget Impact Statement Attached: ☐ Yes ☐ No ☒ N/A
3. Original Copies of Documents Approved City Attorney? ☐ Yes ☐ No
☒ N/A
-

4. Background:

On October 31st of this year we will have several appointees to various Commissions, Boards and Committees expiring. The Council appoints all members of the Planning and Zoning Commission and the Meadowlakes Building Committee. Below you will find a listing of the current office holders that are currently vacant or will be expiring at the end of October.

Planning and Zoning Commission

Terms Expiring on October 31st, 2015 (term of office is two years)

Place #1 – Tom Carpenter

Place #3 – Herb Lewis

Place #5 – Jerrial Wafer

Building Committee

Terms Expiring on October 31st, 2014 (term of office is two years)

Place #1 – Blair Feller

Place #3 – Gerry Fair

Place #5 – Bob Henderson

Place #7 – Joe Summers

Vacancies

Place #4 – term expires on October 31st, 2016

In August of 2014 the Council adopted a revised policy for the appointment of City Commissions, Boards and Committees (CBC). This Policy has a provision within it that establishes the policies and procedures on how the various members of these organizations are appointed by the Council.

The Policy basically provides the establishment of a selection committee for each CBC, which is made up of two Councilmembers appointed by the Mayor, one of whom shall be designated by the Mayor to serve as the Chair of the Committee. Two additional members of the Application Committee shall be appointed by a majority vote of the CBC in which any vacancies exist. In addition the Building Committee Application Review Committee shall include one member appointed by the Meadowlakes POA. These committees are charged with interviewing all applicants and submitting a recommendation to the Council for formal action. All interviews should be completed by September 30th for formal action by the Council at its meeting in October.

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

6-L-Resolution 2015-07
Equipment Lease-Purchase
Agreement

Date: September 3, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-L – Resolution 2015-07-Equipment Lease-Purchase Agreement with the POA

Requested Council Agenda Date: September 8, 2015

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

1. **Place On:** ___ Consent ☒ New Business ___ Old Business
2. **Budget Impact Statement Attached:** ___ Yes ___ No ___ N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ___ Yes ___ No
-

4. Background:

Resolution 2015-07 is attached which authorizes the Mayor, on behalf of the City to execute a “lease-purchase” agreement with the Meadowlakes POA for the acquisition of approximately \$225,000 in golf course maintenance equipment.

As previously discussed in the budgeting process, there is a need to replace approximately \$225,000 in golf course maintenance equipment. Last month I was authorized to negotiate the best possible rate for the acquisition of this equipment. I contacted a commercial lender, as well as the Meadowlakes POA. The commercial lender’s rate was $\frac{3}{4}$ % higher than the POA negotiated rate. The tentative POA rate is 2.25% for 5-years with a quarterly payment plan of approximately \$11,926. The total amount of interest paid will be approximately \$13,525.

The lease-purchase agreement is identical to the existing one for financing of the recently completed water tank. It is estimated that the total cost for the required equipment will be slightly less than \$225,000 and we will only finance that amount, so the quarterly payments and interest paid may vary slightly.

5. Recommendation:

I recommend that Resolution 2015-07 be approved authorizing the Mayor to execute an agreement with the Meadowlakes Property Owners Association, Inc., for an amount not to exceed \$225,000. The agreement it is not enclosed but copies are available upon request.

City of Meadowlakes

RESOLUTION 2015-007

September 8, 2015

A RESOLUTION OF THE CITY OF MEADOWLAKES, TEXAS, TO ENTER INTO A FINANCE CONTRACT WITH THE MEADOWLAKES PROPERTY OWNERS ASSOCIATION, INC. FOR THE PURPOSE OF FINANCING GOLF MAINTENANCE EQUIPMENT FOR THE CITY OWNED MUNICIPAL GOLF COURSE.

WHEREAS, the City of Meadowlakes (the "Issuer"), desires to enter into a Finance Contract, by and between the Issuer and the Meadowlakes Property Owners Association, Inc. (MPOA) for the purpose of financing golf course maintenance equipment.

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

Section 1. That the Issuer will enter into a Finance Contract with the MPOA for the purpose of financing "golf course maintenance equipment." Copy of said Finance Contract is hereby attached and marked as Attachment "A."

Section 2. That the Issuer designated Mary Ann Raesener, Mayor, as authorized signer of the Finance Contract dated October 1, 2015, by and between the City of Meadowlakes and the Meadowlakes Property Owners Association, Inc. for an amount not to exceed \$225,000.

PASSED AND APPROVED by the Council of the City of Meadowlakes in a public meeting on September 8, 2015.

Mary Ann Raesener, Mayor
City of Meadowlakes

Attest:

Christy Fath, City Secretary

City of Meadowlakes
Items for Consideration
City Council Meeting
September 8, 2015

**6-M-Authorizing City
Manager to purchase
equipment for golfing
complex**

Date: September 4, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-M-Purchase of golf maintenance equipment

Requested Council Agenda Date: September 8, 2015

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

1. **Place On:** ___ Consent ☒ New Business ___ Old Business
2. **Budget Impact Statement Attached:** ___ Yes ___ No ___ N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ___ Yes
___ No
-

4. Background:

As was discussed during the discussion regarding the dissolution of the PFC there is an apparent need for the replacement of several pieces of mowing equipment for the golf course. I have attached a listing of an approximate cost associated with each. I have ask Jamie Kizer to provide a brief review of each of requested equipment item and should have it for our review at your workshop on Tuesday just prior to your regularly scheduled meeting.

We are still in the process of obtaining some pricing for a few items and the attached list reflects the quoted price of the referenced items. We hope to lower a few of the items slightly, however the reduction will be minimum. As currently quoted the total acquisition for all items is \$223,111.61.

5. Recommendation:

I would like to have the authorization to purchase the needed items at the best possible pricing not to exceed \$225,000. The items will be purchased from four separate vendors.

City of Meadowlakes

Golf Course Equipment

Acquisition Cost

September 4, 2015

Vendor	Description	Replacing Existing/New Equipment	Purchased via	Number	Price Each	Extended Price
GLK Turf Solutions 10322 Filly Valley San Antonio, TX 78254 210-413-3045	Air2G2 aeration machine to be used for deep aeration of greens and tees	New Equipment to supplement existing equipment and eliminate the need to hire an outside vendor.	Sole Source	1	\$ 36,600.00	\$ 36,600.00
Professional Turf Products, LP 5026 Service Center Drive San Antonio, Texas 78218 888-776-8873	Toro-Workman MDX Cart	Replace 2000(?) JD Gator in poor condition	BuyBoard	1	\$ 9,536.69	\$ 9,536.69
	Toro-HDX Cart with 200 gallon sprayer	Replace 2000(?) JD Sprayer in poor condition and is obsolete	BuyBoard	1	\$ 34,447.61	\$ 34,447.61
	Greensmaster 3150-Q (14-blade cutting unit)	Replace existing green mowers	BuyBoard	2	\$ 25,040.34	\$ 50,080.68
	Greensmaster 3150-Q (12-blade cutting unit)	Replace existing T mower	BuyBoard	1	\$ 24,746.73	\$ 24,746.73
Trimax Mowing Systems 1145 Uniform Road Griffin, Georgia	Pegasus Series 3 Mower-20ft	Replacing 2 existing two 8 foot rough mower	Sole Source	1	\$ 37,175.00	\$ 37,175.00
Mustang Equipment 5515 N. US 281 Marble Falls, TX 830-693-5414	John Deer 4066M Compact Tractor 52hp PTO	Used in conjunction with Pegasus mower to replacing 2 existing 8 foot rough mower	BuyBoard	1	\$ 30,524.90	\$ 30,524.90
	Total Approximate Equipment Acquisition Cost					\$ 223,111.61

City of Meadowlakes

Items for Consideration

City Council Meeting

September 8, 2015

Date: September 4, 2015

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-N-Emergency Loan to PFC

Requested Council Agenda Date: September 8, 2015

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

1. **Place On:** ___ Consent ___☒ New Business ___ Old Business
2. **Budget Impact Statement Attached:** ___ Yes ___☒ No ___ N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ___ Yes ___☒ No
-

4. Background:

A \$20,000 emergency short-term loan was made from the City to the PFC in order to ensure adequate funds to meet their payroll and current payables. This morning the PFC had approximately \$2,350 in the bank with approximately \$4,000 in payables coming due by the September 15th. They also have approximately \$15,000 in payroll expenses for Monday September 7th.

Based on last month's cash flow, I estimate that the month of September should have an approximate \$3,000 to \$5,000 in negative cash flow. The additional income from Mr. Wilson's settlement should help end the year with some cash and enable the PFC to repay the loan to the City. City staff will do our best to ensure that all PFC bills are paid in a timely manner.

The loaned funds were from the Recreation Fund reserves, but if not repaid, the Recreation Fund will not have enough available reserves remaining to meet the requirements as budgeted for FY16.

5. Recommendation:

If the loan is not repaid, it would negatively impact the FY 16 Recreation Fund. The General Fund is the only fund with sufficient resources to make a loan and not be negatively affected if not repaid. I recommend that the loan be changed to be between the General Fund and the PFC if the PFC is unable to repay the loan. A resolution addressing this issue will be available at the Tuesday workshop. I am requesting that my action be ratified to make the loan from the General Fund to the PFC.