

City of Meadowlakes
City Council Stated Meeting Minutes
August 10, 2010

I. CALL TO ORDER AND QUORUM DETERMINATION:

Mayor Don Williams called the meeting to order at 5:01 p.m. declaring that the required quorum was present at the Meadowlakes Municipal Building in Totten Hall, 177 Broadmoor, Meadowlakes, Texas. Council members present were Rusty Crawford, Christine Forsyth, Franzella Jones, Bill Pickard and Mike Tepper. Also present were City Manager Johnnie Thompson, City Treasurer Eileen Harrison and City Secretary Linda Wendling.

II. PLEDGE OF ALLEGIANCE & PRAYER:

Mayor Williams led the meeting members and guests in the Pledge of Allegiance. Councilmember Jones led the meeting members and guests in prayer.

III. MONTHLY STANDARD LIVE REPORTS:

A. City Manager Activity Report – Johnnie Thompson (Attachment A)

Mr. Thompson introduced his report highlighting that the agenda packages were not emailed to the resident distribution list due to problems with the host and that hopefully a new mass email service will be in place within the next week. Mr. Thompson stated that staff has been busy preparing the budget, that there is a budget workshop at 10 a.m. this Thursday, reviewed problems in the field with two lift station pumps and parts being ordered, funding for another household hazardous waste program and an upcoming flu clinic to be held on September 9th.

IV. CONSENT ITEMS:

A. May 17, 2010 – Called Meeting Minutes (Attachment B)

B. June 8, 2010 – Called Meeting Minutes (Attachment C)

C. Ordinance Enforcement June & July Activity Report – Joe Hernandez, Officer (Attachment D)

D. Animal Control May, June & July Activity Report – Robbie Galaway, Officer (Attachment E)

E. City Building Committee June & July Activity Report – Don Wheeler, Chairman (Attachment F)

F. Public Works Department June & July Activity Report – Mike Williams, PWD (Attachment G)

G. General Fund June & July Detail Financials Report - Eileen Harrison, Treasurer (Attachment H)

H. Utility Fund June & July Detail Financials Report- Johnnie Thompson, City Manager (Attachment I)

I. Appointment of Temporary/Emergency Administrative Officer to exercise the powers and perform the duties of City Manager during his temporary absence or disability as per Section 3 of Ordinance 2010-08 - Thompson (Attachment J)

Councilmember Forsyth made a motion to pull Item I because she would like the individuals name mentioned in the minutes. Mr. Thompson stated that Item I named the Temporary/Emergency Administrative Officer that would be

appointed in Mr. Thompson's absence and he recommends Mr. Mike Williams. Councilmember Forsyth made a motion to accept Mike Williams as the Temporary/Emergency Administrative Officer. Councilmember Jones seconded the motion. The motion carried by unanimous vote. Councilmember Jones made a motion to accept the remaining consent items as presented. Councilmember Pickard seconded the motion. The motion carried by unanimous vote.

V. CITIZEN COMMENTS:

A. There were no citizen comments.

VI. NEW BUSINESS:

A. Discussion: Review of expenditure by Public Works Department for emergency sewage pumps replacement/repair – Thompson (Attachment K) Mr. Thompson presented this item by providing a summary of the lift stations' purpose and functions, stated they were last renovated in 2002 with new pumps, the parts for the rebuild of the station at Broadmoor are out of market parts, purchase of a new pump and maintenance, the problems with the pumps at the Deer Lick station, the budget process and the possible replacement of another pump. Mr. Thompson stated that he believes the pumps were simply worn out and that all together \$22,000 was spent, including hauling of sewage at approximately \$4,000, and renting of pumps, but everything is currently up and running. Mr. Thompson responded to audience questions.

B. Action/discussion: Public Facilities Corporation (PFC) quarterly financial report and report current operations – Burleson (Attachment L) Mr. Jeff Wilson presented the financials while referring to an overhead projection presentation. Mr. Wilson reviewed the profit and loss statement, net income of \$49,134.00, he outlined a few items not included in that net income, referred to a cash flow analysis outlining the balance sheet items not included in the final net income (Attachment L), ending bank balance of \$79,660.00, highlighted that they have almost the exact amount of cash as they started with, and possible replacement of cart paths if revenue continues as-is. Councilmember Forsyth made a statement (see also Attachment L) regarding the phenomenal advances that have been made, outlined that in the past the financials were grim, and discussed previous loan history. Mayor Williams stated that the PFC has done a good job, Mr. Wilson has done a good job but that they experienced an error in their last presentation and he wants everyone to have accurate numbers that are exact for all future council presentations.

C. Discussion: Outcome from Public Facilities Corporation (herein referred to as PFC) and Property Owners Association (herein referred to as POA) and City joint meeting – Williams/Thompson (Attachment M) Mayor Williams presented this item by highlighting that two (2) members from each organization were present, a memo was sent to every councilmember afterwards informing them of the meetings outcome, stated they will have another meeting in October and since it was such a good meeting he would like to continue them quarterly. Councilmember Crawford stated he would like advanced notice provided to the citizens and council so they could forward additional comments and/or information that they would like discussed. Council and audience discussion ensued in relation to attendance to the administrative meetings.

D. Action/discussion - Contract for services provided for the Meadowlakes Property Owner's Association, Inc. (Maintenance, bookkeeping and clerical functions) – Williams/Thompson

Mr. Thompson presented this item by referring to the contract and outlining and providing explanation into the minor changes that took place. Council discussion ensued regarding two typographical errors. Mr. Thompson received confirmation that the POA has already approved the contract and he recommends that Council does so tonight. Council discussion ensued. Councilmember Jones made a motion to accept the contract as redlined. Councilmember Pickard seconded the motion. The motion carried by unanimous vote.

E. Action/discussion: Resolution 10-010, amendment to City's expenditure and purchase policies – Williams (Attachment N)

Mayor Williams introduced Resolution 10-010 by stating that this issue mainly came about because of the amount of the replacement of the pumps, explaining it increases Mr. Thompson's expenditure rates for the utilities department and changes the references from Mayor to City Manager due to our new form of government. Council discussion ensued including one redline. Councilmember Pickard made a motion to adopt Resolution 10-010 as redlined. Councilmember Forsyth seconded the motion. The motion carried by unanimous vote.

F. Action/discussion: Ordinance 2010-10, new appointment/change of City's newspaper of record from the River Cities Tribune to the Highland Lakes Newspaper d/b/a The Highlander and related ordinance language adjustment – Thompson (Attachment O)

Mr. Thompson introduced Ordinance 2010-10 by reviewing the differences in the number of distributions each paper provides. Council discussion ensued in relation to posting this years tax rate in both papers due to the resident's being unfamiliar with the newspaper of record change. Council discussion ensued. Councilmember Jones made a motion to adopt Ordinance 2010-10 as presented and waive the second reading. Councilmember Crawford seconded the motion. The motion carried by unanimous vote.

G. Action/discussion: Ordinance 2010-11, amendment of Public Works Department water and raw water rates – Thompson

This item was tabled for the September 14, 2010 stated council meeting; however, Mr. Thompson provided a short update stating that the rates would remain the same except that the PFC would be affected as they previously did not have to pay water rates usage last year which this ordinance remedies.

H. Action/discussion/update: Resolution 10-011 - Renewal of FY2010 Annual Reimbursement Cost Agreement (ARCA) between the PFC and City of Meadowlakes – Thompson

This item was tabled for the September 14, 2010 stated council meeting; however, Mr. Thompson stated that the previous agreement requires some cleaning up that will affect the PFC.

I. Action/discussion: Resolution 10-009, Appointment of two expiring terms to Planning & Zoning Committee, Place Number 2 and 4 – Williams/Carpenter (Attachment P)

Mayor Williams introduced Resolution 10-009 by highlighting that two (2) terms were expiring and the individuals that previously held those positions, Mr. John Sopol for Place 2 and Mr. Gene Gunstenson for Place 4, were willing to continue with another two-year term. Council and audience discussion

ensued in relation to membership, oath and statement of office and Open Meetings Act training. Councilmember Pickard made a motion to accept Resolution 10-009 as presented. Councilmember Forsyth seconded the motion. The motion carried by unanimous vote.

J. Action/discussion: Authorizing the purchase of a new mower and related attachments for the Public Works Department - Thompson

(Attachment Q) Mr. Thompson presented this item by highlighting that the PWD is in dire need of a new mower; highlighting that we currently have one that is not repairable, one that is run all the time and one that had the motor rebuilt. Mr. Thompson elaborated by stating that the PWD crews are having a difficult time attempting to keep up with the current mowing demands. Mr. Thompson advised of a new mower called the "Grasshopper" which includes two (2) attachments, the total purchase price is \$15,500 and that he would like to make the purchase this fiscal year due to necessity. Council and audience discussion ensued. Councilmember Jones made a motion that we authorize the purchase of a new mower for \$15,500 with said attachments. Councilmember Forsyth seconded the motion. The motion carried by unanimous vote.

K. Action/discussion: Authorizing the purchase of used vehicle from surplus funds derived from insurance claims - Thompson (Attachment R)

Mr. Thompson presented this item by highlighting that due to the hail storm in February of last year the insurance company totaled our vehicles and the City opted to keep the funds and utilize the damaged vehicles. Mr. Thompson elaborated by stating that there are two (2) vehicles in very bad shape so they have been researching online for replacements. The PWD recently acquired a good vehicle from EMS but it's a gas hog so it is usually parked and therefore the crew needs another service vehicle; in turn, the PWD will probably dispose of three (3) vehicles that are in deteriorating shape. Council and audience discussion ensued. Councilmember Pickard moved to authorize the purchase as presented up to \$10,000. Councilmember Tepper seconded the motion. The motion carried by unanimous vote.

L. Action/discussion: Scheduling of upcoming Budget Hearings, workshops and Meetings - Thompson/Harrison

Mr. Thompson stated that there is an upcoming budget workshop on Thursday morning beginning at 10:00 a.m. and then a proposed budget will be available for a called council meeting on Thursday at 5:00 p.m. Mr. Thompson discussed the timeframe in relation to budget requirements, a proposed budget hearing which will be held approximately one week prior to the stated council meeting in September and the preliminary budget being provided to the City Secretary for 30 days prior to its formal adoption. Mr. Thompson also mentioned that additional patrol will be discussed at Thursday's meetings, additional communication with our citizens and possible broadcasting of our council meetings. Council discussion ensued including a request to add last years budget to the end of the budget binder, in the condensed form, for additional comparison and reference.

VII. COUNCIL & MAYOR ANNOUNCEMENTS

A. August 12, 2010 – Budget Workshop in Totten Hall beginning at 10:00 a.m.

B. August 12, 2010 – Budget Public Hearing and Called Council Meeting beginning at 5:00 p.m.

Mayor Williams provided a verbal reminder of the 10:00 a.m. and 5:00 p.m. council meetings.

C. Upcoming budget workshop and/or budget meeting dates.

Council discussion ensued and a proposed 2:00 p.m. budget hearing date was set for September 7th pending final council approval.

D. September 14, 2010 – Stated council meeting.

Mayor Williams provided a verbal reminder of the stated 5:00 p.m. council meeting on September 14, 2010.

Councilmember Forsyth made a statement of fact in relation to a upcoming meeting by the Burnet County Appraisal District and encouraged the public to attend.

Councilmember Jones made a statement thanking Johnnie Thompson and Eileen Harrison for a job well done in relation to the budget preparation.

An audience member inquired about filling the vacant positions on the Public Facilities Board but since it was not on the agenda Mayor Williams simply provided a statement of fact; that the agenda item is slated for the September 14th council meeting and will be discussed at that time.

VIII. ADJOURNMENT:

Mayor Williams adjourned the meeting at 6:12 p.m.

Approved:

/s/ Don Williams _____ **Date:** 8/10/10
Mayor

Attest:
/s/ Linda A. Wendling _____ **Date:** 8/10/10
City Secretary