

**City of Meadowlakes
Stated Meeting Minutes
March 5, 2013**

I. CALL TO ORDER AND QUORUM DETERMINATION: Mayor Don Williams called the meeting to order at 5:04 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, Mary Ann Raesener, Paul Sarcione, Franzella Jones and Gary Hammond. Also present was City Manager Johnnie Thompson and City Secretary Stephanie Littleton.

II. PLEDGE OF ALLEGIANCE AND PRAYER: Alton Fields led the Council and guests in the Pledge of Allegiance and Pat Preston led the Council and guests in prayer.

III. MONTHLY STANDARD LIVE REPORTS:

City Manager Johnnie Thompson addressed the Council and citizens, summarizing the contents and major highlights of the monthly reports, including the patrol hours, ordinance & parking violations and the financial condition of the various City funds, and the general election update. Mr. Thompson stated that City staff hoped to have the new directory available this week after resolving some formatting issues. Mr. Thompson stated that the new water tank plans were submitted to TCEQ for approval, that the pad was complete, the newspaper ad for bids would run on March 12 & 19, with deadline of 4/2 and an award date of April 9th. Mr. Thompson thanked the Property Owners Association for loaning the funds to complete the project. Mr. Thompson concluded by recommending to the Council that the financial reports for February be pulled from the consent items because they are not complete due to the timeframe of the meeting.

IV. CONSENT ITEMS:

- A.** February 12, 2013 Meeting Minutes –Stephanie Littleton, City Secretary
- B.** Ordinance Enforcement February 2013 Activity Report – Pat Preston
- C.** Animal Control February 2013 Activity Report - Robbie Galaway, Officer
- D.** Patrol Activity February 2013 Report - provided by Meadowlakes Patrol Officers
- E.** Vandalism/Incident February 2013 Activity Report – Stephanie Littleton, City Secretary
- F.** City Building Committee February 2013 Activity Report - Don Wheeler, Chairman

- G. Public Works Department January 2013 Activity Report - Mike Williams, PWD
- H. February 2013 Detailed Financials Report - Johnnie Thompson, City Manager

After Council discussion, Councilmember Franzella Jones made a motion to approve the consent items as presented with the exception of the February financial statements. Councilmember Paul Sarcione seconded the motion. It passed by a unanimous vote of the Councilmembers present.

- V. **CITIZEN COMMENTS:** Carolyn Richmond expressed her concerns about the recently completed audit and specifically the City's reserves, stated that in her opinions 8.9 months is too high. Mrs. Richmond suggested an operational audit in order to determine if best practices being used and expressed her desire to see a list of future capital project expenditures on paper.

VI. OLD BUSINESS

- A. *Action/Discussion/Status Update: Meadowlakes Public Facility Corporation operations and financial condition.* Councilmember Franzella Jones commented that the accounting is not as timely as it could be, and that she wants the City to take over the accounting. Ms. Jones followed her statement with a motion for the PFC accounting to be moved back to the City. The motioned was seconded by Councilmember Paul Sarcione. PFC President Steve Hawkins commented that all action items from the recent audit report were taken care of immediately, and concluded that he thinks the reporting has been timely and accurate and that the accounting is Jeff Wilson's responsibility and he is personally not in favor of moving it back to the City. Councilmember Franzella Jones responded that she feels the accounting is taking away from aggressively marketing the course and implementing tighter controls at the bar. City Manager Johnnie Thompson stated that by adjusting current workloads the City could probably make it work, but stated that the City empowered the PFC to do their job and feels more discussion is needed. Councilmember Mary Ann Raesener asked what duties would be included. Further Council discussion ensued before a vote on the measure was taken. The motion failed with two votes by Councilmember Jones and Sarcione in favor and three votes by Councilmembers Cunningham, Raesener and Hammond against. Mayor Williams asked Mr. Hawkins to provide a check register at the end of each month.

VII. NEW BUSINESS

- A. Action/Discussion:** *Review and possible acceptance of Fiscal Year 2012 Audit Report.-Singleton Clark. -Resolution 13-004* Councilmember Franzella Jones suggested accepting the Resolution with redlines regarding the form of government. Councilmember Cunningham seconded the motion and it passed by a unanimous vote of the Councilmembers present.
- B. Action/Discussion:** *Resolution 13-003 Accepting the Nominations for Presiding Election Judge, Alternate Presiding Judge and Election Clerks for the May 11, 2013 Election process.* Due to the uncontested election this Resolution was not needed and no action was taken.
- C. Action/Discussion/Status Update:** *Filings for City Council places 2, 4, & 5 for the May 11 General election, results of ballot drawing and Election status.* City Secretary Stephanie Littleton updated the Council on the status of the uncontested candidates resulting in a cancellation of the May 11, general election. Mrs. Littleton stated that she would present Council with a Certification of Unopposed Candidates and an Order of Cancellation at the April meeting. Clancy Stephenson, Alton Fields and Barry Cunningham will be sworn in after the required canvassing period following the May 11 election.
- D. Action/Discussion:** *Setting price for new phone directory.* Councilmember Cunningham mad a motion to set the price of the new directory at \$3. Councilmember Hammond seconded the motion and it passed by a unanimous vote of the Councilmembers present.

VIII. COUNCIL & MAYOR ANNOUNCEMENTS:

- A. City Manager Johnnie Thompson will be gone next week.**
- B. Codification workshop on March 26th at 1:00.**
- C. The next regularly scheduled meeting will be held April 9th, 2013 at 5:00 p.m.**

IX. ADJOURNMENT: 5:40 p.m.

Approved:

/s/ Don Williams **Date:** 4/9/13
 Mayor, Don Williams

Attest:

/s/ Stephanie Littleton **Date:** 4/9/13
 City Secretary, Stephanie Littleton