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**City of Meadowlakes
Workshop Minutes
September 8, 2015**

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Identification of quorum:

Council Members Present:

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

Staff Present:

City Manager Johnnie Thompson
City Secretary Christy Fath
Public Works Director Mike Williams

Guests Present:

Jeff Wilson, Patti Wray

Council Members Absent: Councilmember Alton Fields

Topics for Discussion:

I. CALL TO ORDER AT 3:30 P.M. AND QUORUM DETERMINATION.

II. August 2015 Financial Statement and budget amendments to Fiscal Year 2015 Budget.

III. Fiscal Year 2016 Budget.

IV. Changes to the Meadowlakes Public Facility Corporation's by-laws and articles of incorporation.

V. Dissolution of the Meadowlakes Public Facility Corporation.

VI. Organizational frame work of the Recreation Fund.

VII. ADJOURNMENT OF WORKSHOP – ADJOURNED AT 4:38 P.M.

~NO ACTIONS TAKEN~
~No Written Minutes Recorded~

**City of Meadowlakes
Stated Meeting Minutes
September 8, 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 Mike Barry, Barry Cunningham, Clancy Stephenson and Jerry Drummond. Councilmember Alton Fields was absent. Also present was City Manager Johnnie Thompson, Mike Williams, Flood Plain Administrator, City Secretary Christy Fath and Administrative Assistant Debbie Carter.

48 **II. PLEDGE OF ALLEGIANCE AND PRAYER:** Councilmember Barry Cunningham led
49 the Council and guests in the Pledge of Allegiance. Franzella Jones, resident, led the
50 Council and guests in prayer.
51

52 **III. CITIZEN COMMENTS:** Doc and Sheri Staley addressed the Council, Sheri discussed
53 items purchased by them and donating to the City in the total of \$2,700. She stated
54 that there is a stipulation that the items be used for the enjoyment of the citizens and if
55 it can't be used by the City then the items would revert back to her and Doc.
56

57 **IV. MONTHLY STANDARD LIVE REPORTS:**
58 City Manager Johnnie Thompson addressed the Council and citizens, summarizing the
59 contents and major highlights of the monthly reports, including the patrol hours,
60 ordinance and parking violations. He stated that there might be a possible workshop
61 next month to discuss updating building codes and taking care of a few deficiencies.
62

63 **V. CONSENT ITEMS:**

64 **A. August 11th, 2015 Stated Meeting Minutes – Christy Fath, City Secretary**

65 **B. August 27th, 2015 Public Hearing Meeting Minutes – Christy Fath, City
66 Secretary**

67 **C. September 1st, 2015 Public Hearing Meeting Minutes - Christy Fath, City
68 Secretary**

69 **D. Ordinance Enforcement August 2015 Activity Report – Pat Preston**

70 **E. Animal Control August 2015 Activity Report - Robbie Galaway, Officer**

71 **F. Patrol Activity August 2015 Report - provided by Meadowlakes Patrol Officers**

72 **G. Vandalism/Incident August 2015 Activity Report – Christy Fath, City Secretary**

73 **H. City Building Committee August 2015 Activity Report – Blair Feller, Chairman**

74 **I. Public Works Department August 2015 Activity Report - Mike Williams, PWD**

75 **J. August 2015 Detailed Financials Report - Johnnie Thompson, City Manager**
76

77 After Council discussion, Councilmember Cunningham made a motion to approve the
78 consent items as presented. Councilmember Barry seconded the motion. It passed by a
79 unanimous vote of the Councilmembers present.
80

81 **VI. ACTION ITEMS:**

82 **A. Action/Discussion: Ordinance 2015-02 - Amending the FY15 budget.** Johnnie
83 Thompson discussed the ordinance. After Council discussion, Councilmember Barry
84 made a motion to adopt the ordinance as presented. Councilmember Cunningham
85 seconded the motion. It passed by a unanimous vote of the Councilmembers present.
86

87 **B. Action/Discussion: Ordinance 2015-03 - Adoption of the 2015-2016 Fiscal Year
88 Budget.** Johnnie Thompson discussed the proposed budget. After Council discussion,
89 Councilmember Cunningham made a motion to ratify that the Fiscal Year 2016 Budget
90 will raise \$51,450 more in ad valorem tax income than last year. Councilmember Barry
91 seconded the motion. It passed by a unanimous vote of the Councilmembers present.
92 Councilmember Cunningham made a second motion to adopt the ordinance as
93 presented. Councilmember Barry seconded the motion. It passed by a unanimous vote
94 of the Councilmembers present.

95 **C. Action/Discussion: Ordinance 2015-04 - Adoption of the 2015 Ad Valorem tax**
96 **rate.** Johnnie Thompson discussed the ordinance. He recommended the
97 establishment of a combined ad valorem tax rate of \$0.3206, with an O&M rate of
98 \$0.1607 and an I&S rate of \$0.1599. After Council discussion, Councilmember Barry
99 made a motion to that the property tax rate be increased by the adoption of a tax rate of
100 \$0.3206, which is effectively a 6.9% increase in the tax rate. Councilmember
101 Drummond seconded the motion. It passed by a unanimous vote of the
102 Councilmembers present. Councilmember Barry made a second motion to adopt the
103 ordinance which establishes the ad valorem tax rate. Councilmember Cunningham
104 seconded the motion. It passed by a unanimous vote of the Councilmembers present
105 with Councilmembers votes recorded below:
106

	Vote:
Councilperson Fields	<u>Absent</u>
Councilperson Barry	<u>Yes</u>
Councilperson Cunningham	<u>Yes</u>
Councilperson Drummond	<u>Yes</u>
Councilperson Stephenson	<u>Yes</u>

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114 **D. Discussion/Action: Authorize City Manager to retain firm to conduct fiscal**
115 **year 2015 audit.** Johnnie Thompson discussed the requirements of the Audit and
116 recommended that the Council authorize the Mayor and City Manager to retain the firm
117 of Neffendorf, Knopp, Doss & Company, P.C. to conduct the City's fiscal year 2015
118 audit. After Council discussion, Councilmember Drummond made a motion to
119 authorize the Mayor and City Manager to retain the firm of Neffendorf, Knopp, Doss &
120 Company, P.C. to conduct the City's fiscal year 2015 audit. Councilmember
121 Stephenson seconded the motion. It passed by a unanimous vote of the
122 Councilmembers present.
123

124 **E. Action/Discussion: Approval of fire protection contract with the Marble Falls**
125 **Area Volunteer Fire Department Inc.** Johnnie Thompson discussed the contract with
126 Council. He stated that the proposed contract is a three year contract with a fixed cost
127 of \$42,250 per year. Councilmember Drummond asked Johnnie for the detailed calls
128 per year and Mr. Thompson stated that it shouldn't be a problem to get that information.
129 After Council discussion, Councilmember Cunningham made a motion to approve the
130 contract with the Marble Falls Area Fire Department for \$42,250 per year for three
131 years. Councilmember Stephenson seconded the motion. It passed by a unanimous
132 vote of the Councilmembers present.
133

134 **F. Action/Discussion: Resolution 2015-005 - Amending City's Personnel Manual.**
135 Johnnie Thompson discussed the changes that they were basically housekeeping items
136 for when the golf course and restaurant comes on board. After Council discussion,
137 Councilmember Barry made a motion to adopt the resolution as presented.
138 Councilmember Cunningham seconded the motion. It passed by a unanimous vote of
139 the Councilmembers present.
140

141 **G. Action/Discussion: Resolution 2015-006 - Adopting rules and rates of the**
142 **Meadowlakes Public Facility Corporation.** Johnnie Thompson stated that this was a
143 housekeeping item that the City must have in place prior to assuming operation of the
144 golfing complex. After Council discussion, Councilmember Cunningham made a
145 motion to adopt the resolution as presented. Councilmember Drummond seconded the
146 motion. It passed by a three to zero vote of the Councilmembers present, with
147 Councilmembers Barry Cunningham, Mike Barry and Jerry Drummond voting yes and
148 Councilmember Clancy Stephenson abstaining.
149

150 **H. Action/Discussion: FY2016 Capital Area Regional Notification System (RNS)**
151 **Agreement.** Debbie Carter, Administrative Assistant, explained the notification system
152 and how it works. She stated that there is no cost since the City already pays a 50 cent
153 per line charge on their phone bill per month. After Council discussion, Councilmember
154 Drummond made a motion to authorize the City manager to execute the agreement.
155 Councilmember Cunningham seconded the motion. It passed by a unanimous vote of
156 the Councilmembers present.
157

158 **I. Action/Discussion: Appointment of Council Members to the Commissions,**
159 **Boards and Committees Selection Committee.** Mayor Raesener appointed
160 Councilmembers Mike Barry and Jerry Drummond to the Planning & Zoning
161 Commission Review Committee, with Councilmember Barry as chairman and
162 Councilmembers Barry Cunningham and Clancy Stephenson to the Building Committee
163 Review Committee, with Councilmember Cunningham as chairman.
164

165 **J. Action/Discussion: Amending Meadowlakes Public Facility Corporation by-**
166 **laws and articles of incorporation.** Johnnie Thompson discussed the changes. After
167 Council discussion, Councilmember Barry made a motion to adopt the amended
168 Meadowlakes Public Facility Corporation by-laws and articles of incorporation.
169 Councilmember Cunningham seconded the motion. It passed by a unanimous vote of
170 the Councilmembers present.
171

172 **K. Action/Discussion: Appointing members to PFC to serve until time in which it**
173 **is feasible to dissolve the Corporation.** After Council discussion, Councilmember
174 Drummond made a motion to appoint Councilmember Alton Fields, Councilmember
175 Barry Cunningham and Mayor Mary Ann Raesener to the PFC. Councilmember
176 Stephenson seconded the motion. It passed by a unanimous vote of the
177 Councilmembers present.
178

179 **L. Action/Discussion: Authorizing Mayor and City Manager to execute on behalf**
180 **the City a lease/purchase agreement with the Meadowlakes Property Owner's**
181 **Association, Inc. for the lease/purchase of golf course related equipment, total**
182 **amount of lease/purchase not to exceed \$225,000.** Johnnie Thompson discussed
183 the agreement. After Council discussion, Councilmember Cunningham made a motion
184 to adopt Resolution 2015-07 authorizing the Mayor to execute an agreement with the
185 Meadowlakes Property Owners Association, Inc., for an amount not to exceed
186 \$225,000. Councilmember Barry seconded the motion. It passed by a three to zero
187 vote of the Councilmembers present, with Councilmembers Barry Cunningham, Mike

188 Barry and Clancy Stephenson voting yes and Councilmember Jerry Drummond
189 abstaining.

190
191 **M. Action/Discussion: Authorizing the City Manager to purchase various pieces**
192 **of equipment via Buy Board pricing at an amount not to exceed \$225,000.** Johnnie
193 Thompson went through the list of equipment and discussed each item and answered
194 questions. After Council discussion, Councilmember Cunningham made a motion to
195 authorize the purchase of the needed items at the best possible pricing not to exceed
196 \$225,000. Councilmember Barry seconded the motion. It passed by a unanimous vote
197 of the Councilmembers present.

198
199 **N. Action/Discussion: Resolution 2015-009 - Authorizing City Manager to make**
200 **short term loan the Meadowlakes Public Facility Corporation.** After Council
201 discussion, Councilmember Cunningham made a motion to adopt the resolution
202 authorizing the City Manager to make a short term loan to the Meadowlakes Public
203 Facility Corporation as presented. Councilmember Barry seconded the motion. It
204 passed by a unanimous vote of the Councilmembers present.

205
206 **O. Action/Discussion: Noise Ordinance.** Johnnie Thompson stated that the
207 ordinance has been sent to legal and is postponed until the October meeting.

208
209 **VII. COUNCIL & MAYOR ANNOUNCEMENTS:**
210 **A. The next regularly scheduled meeting will be held October 13th, 2015 at 5:00**
211 **p.m.**
212 **B. Mike Barry asked Johnnie Thompson to explain that the tax rate is not going**
213 **up.**

214
215 **VIII. ADJOURNMENT:** Mayor Raesener adjourned the meeting at 6:20 p.m.

216
217 **Approved:**

218
219 /s/ Mary Ann Raesener **Date:** October 13, 2015
220 Mayor, Mary Ann Raesener

221
222 **Attest:**

223
224 /s/ Christy Fath **Date:** October 13, 2015
225 City Secretary, Christy Fath

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