

**City of Meadowlakes**  
**City Council Stated Meeting Minutes**  
**February 20, 2024 – 6:00 p.m.**  
**Totten Hall, Meadowlakes Municipal Offices**  
**177 Broadmoor Street, Meadowlakes, Texas**

The City Council of the City of Meadowlakes held their Regular Meeting at Meadowlakes Municipal Building in Totten Hall on February 20, 2024, beginning at 6:00 p.m. in accordance with the duly posted notice of said meeting.

**Present:**

Mark Bentley, Mayor  
Jess Lofgreen, Councilmember  
Barbara Peskin, Councilmember  
Jerry Drummond, Councilmember  
Roxanne Morgan, Councilmember  
Garrett Wood, Councilmember

**Staff:**

Johnnie Thompson, City Manager  
Evan Bauer, City Secretary  
Debbie Holley, Treasurer  
David Klotz, Golf Pro

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Bentley called the meeting to order at 6:00 pm and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Bentley led the Council and staff in the Pledge of Allegiance and prayer.
3. **CITIZEN COMMENTS.** None.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)

**A. Operations in general - City Manager, Johnnie Thompson**

1. Current Utility Operations – Mr. Thompson reported that staff has been busy repairing water leaks over the past couple of weeks. They have also been making repairs on one of the sewer treatment plants after removing sludge and grit. This plant will be operational again within the next couple of weeks.
2. Ordinance reports – In January, 10 calls were received, 6 warnings were written for parking related violations, 37 verbal warnings were given mainly for parking and trash can violations, and 24 door hangers were given for various violations.
3. Animal Control Report – In January, 2 lost dog were returned to their owners and several calls were received about various animal issues.
4. Patrol Activity Report – Officer Ciolfi logged 12 hours and 51 miles in January. There were no warnings or citations issued.

5. Building Committee Report – In January, 2 fence permits were issued. There are currently 5 ongoing projects.
  - B. Briefing on Golf Operations – Mr. Klotz reported that there were 8 bad weather days in January. Golf course staff is starting spring weed control and the trees that were lost due to drought have been removed. The new golf carts have been delivered just in time for the busy tournament season. Mr. Klotz noted that weekdays are now what weekends used to be.
5. **CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by the Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s)).*
- A. Minutes of the prior Council Meetings/Workshops
  - B. January 2024 Financial Reports

After discussion, Councilmember Lofgreen motioned to approve the minutes from the January 16th workshop and regular meeting as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Drummond motioned to approve the January 2024 financials as presented. The motion was seconded by Councilmember Lofgreen and carried unanimously.

## 6. OLD BUSINESS.

- A. **Discussion/Action: Update on Renovations of Wastewater Treatment Plant.** Mr. Thompson reported that this treatment process has been a great learning experience for staff. Currently, the city has spent \$177,000 of the \$506,000 budgeted for this project.
- B. **Discussion/Action: Resolution 2024-02 – Adopting City Council Rules & Procedures Policy.** After a thorough review by Councilmember Peskin, this document is in final form and ready for re-adoption. Most changes made were to punctuation and grammatical in nature. After discussion, Councilmember Drummond made a motion to approve Resolution 2024-02 adopting the City Council rules and procedures policy. The motion was seconded by councilmember Lofgreen and carried unanimously.
- C. **Outstanding Committee Reports.**
  - New Building Facility.** Councilmember Wood reported that this is an 8-9 member committee, all residents of Meadowlakes, which have met 2-3 times. They have discussed the flow of the cart paths, and the functions of what will be needed. The needs and wants of the residents are being considered, and the architects are looking to this committee for recommendations. The committee will meet again next week.
  - Pool.** Councilmember Morgan reported that this 5 member committee has provided a list to the pool designer outlining the needs of the community. The committee is continuing to meet and research various needs.

## 7. NEW BUSINESS

- A. **Briefing from Ms. Shannon Hamilton, Executive Director of the Central Texas Water Coalition, regarding the current condition of our lakes and water supply.** This item was taken first on the agenda. Ms. Hamilton, with the Central Texas Water Coalition, a non-profit organization advocating for policies that preserve the Highland Lakes, briefed council on the condition of the lakes in our area. The last time our lakes were full was October 2019. Inflows

into the Highland Lakes have dramatically declined and El Nino has not produced and La Nina is returning. There has been a drastic increase in business growth in Central Texas which is rapidly depleting our water supply. Our climate is ever-changing, becoming drier and warmer. The focus of the CTWC is the encouragement of strong conservation efforts, protecting our water supply, educating the public and elected officials on water issues and needed changes, and preventing the overselling of water supplies. More information on this can be found on their website. This was for informational purposes only; no action was taken.

- B. **Discussion/Action: Pool operations for spring and summer 2024.** Mike Shaw presented to council a recap of pool operations over the past three years. Council discussed whether or not to open the pool this summer. After discussion, Councilmember Morgan made a motion to open the pool this summer. The motion was seconded by Councilmember Peskin and carried with votes from Councilmembers Drummond and Wood. Councilmember Lofgreen was opposed.
- C. **Discussion on the bidding process for new construction. Mr. Thompson informed council that there are several methods for this process.** The Texas Government Code regulates purchasing. There are a few exceptions, but the majority of purchasing requires the project or item to be bid competitively. The amount that triggers this is \$50,000. Some of the requirements for projects are that it must be designed by a licensed architect or engineer, the contractor must execute a payment bond, if the project is over \$100,000, a performance bond must be executed by the contractor, and there are restrictions on the amount of change orders that can be given. Mr. Thompson discussed using the competitive sealed bid process for the city's upcoming construction project. The bid for a project is usually awarded to the bidder who provides the best value to the city. This was for informational purposes only; no action was taken.
- D. **Discussion on new cart barn versus renovation of existing cart barn.** Resident Angie Cowart addressed council regarding the renovation of the tennis courts. Ms. Cowart, along with her husband, currently lease the tennis and Pickleball courts from the city. They have met with the same architect that the city is using for the clubhouse renovation. A proposed plan entails a complete renovation of the courts, possibly having some climate controlled. This proposed renovation would match the new clubhouse, would allow for tournament play and would sufficiently protect the golf carts. Mr. Klotz informed council that the current cart barn was put into place as a temporary solution in 2008. The flow of the current cart barn in relation to the golf shop and parking lot is broken and not convenient. The current facility is not aesthetically pleasing to the golfers or residents. Ideally, everything would flow around the cart barn; the proposed plan for a new cart barn would accomplish this.
- E. **Discussion/Action: Facilities to house bathrooms and golf shop during upcoming building construction.** Discussion was held regarding whether or not to build bathrooms and a temporary cart barn during construction of the new facility. Mr. Thompson presented the current and proposed layout of the cart barn and restrooms. After the new facility is completed, the temporary area will be used for storage. He will need guidance from council on the specifics of this project. After discussion, Councilmember Peskin made a motion to authorize Mr. Thompson to move forward with the design phase of the bathroom and temporary proshop facility. The motion was seconded by Councilmember Wood and carried with a vote from Mayor Bentley. Councilmembers Drummond and Morgan were opposed.

- F. **Resolution 2024-03 – Appointing Member to the Meadowlakes Public Facility Corporation Board of Directors.** The resignation of John Travis has left a vacancy on the PFC board. His term is set to expire on October 31, 2024. After discussion, Councilmember Peskin made a motion to approve Resolution 2024-03, which appoints Carolyn Richmond to fill the vacancy left by Mr. Travis. The motion was seconded by Councilmember Wood and carried unanimously.
  
- G. **Discussion/Action: Approval of Building Setback Variance on lot 198-01 (1 Fairway).** There is an existing structure on this lot and a portion of it encroaches onto the golf course. The owner is requesting a 2.1’ building setback variance on the golf course side of the property. The Building Committee reviewed and approved this variance at their meeting on February 12, 2024. After discussion, Councilmember Peskin made a motion to approve the application for the variance as proposed. The motion was seconded by Councilmember Drummond and carried unanimously. Councilmember Lofgreen abstained since he is the owner of this property.
  
- H. **Discussion/Action: Approval of Building Setback Variance on lot 739B (406 Hogans Place).** This is currently an empty lot. The owner is requesting a 5’ variance on the street side of the property to allow for larger back yard depth. This will not affect adjoining lots. The Building Committee reviewed and approved this variance at their meeting on February 12, 2024. After discussion, Councilmember Peskin made a motion to approve the application for the variance as proposed. The motion was seconded by Councilmember Drummond and carried unanimously.
  
- I. **Discussion/Action: Approval of Contract with Department of Public Safety to Continue Participation in the Failure to Appear Program.** Mr. Thompson informed council that the city contracts with the Department of Public Safety so that if a defendant fails to comply with a court order, they can be denied renewal of their driver license. Due to some legislative changes, the current FTA contract has been revised. After discussion, Councilmember Lofgreen made a motion to approve the FTA contact as proposed. The motion was seconded by Councilmember Drummond and carried unanimously.
  
- J. **Discussion/Action: Retaining an executive search firm to assist with hiring a city manager.** Mayor Bentley discussed this possibility with council. The cost would be approximately \$15,000. After discussion, Councilmember Peskin made a motion that they not retain a search firm at this time. If the city is not receiving applications for a City Manager, then they will revisit this option. The motion was seconded by Councilmember Lofgreen and carried unanimously.

**8. ADJOURNMENT/ANNOUNCEMENTS:**

**Mayor Bentley adjourned the meeting at 8:05 p.m.**

**Approved:** \_\_\_\_\_  
Mayor, Mark Bentley

**Date:** March 19, 2024

**Attest:** \_\_\_\_\_  
City Secretary, Evan Bauer

**Date:** March 19, 2024