

City of Meadowlakes
City Council Stated Meeting Minutes
March 21, 2023 – 6:00pm
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 March 21, 2023, 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
Eddie Wise, Councilmember
Garrett Wood, Councilmember

Staff:

Johnnie Thompson, City Manager
Debbie Holley, Treasurer
Evan Bauer, City Secretary

Absent:

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 Council and staff in the Pledge of Allegiance. Councilmember Wood led the prayer.
3. **CITIZEN COMMENTS.** None.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)
 - A. Operations in general - City Manager Johnnie Thompson
 1. Ordinance reports – In February, the Ordinance Officer responded to 2 calls and 2 Emails. 24 warning notices were issued regarding parking violations in the street/driveway, 10 verbal conversations were held and 10 notes were left. 2 warning notices were issued regarding trash cans being left out past the allowed time or being seen from the street, 3 verbal conversations were had and 1 note was left. 4 warning notices were issued regarding branches/debris in a yard, 3 verbal conversations were held and 4 notes were left. 1 verbal conversation was held regarding a barking dog. 2 solicitors were advised about the no solicitation rule in Meadowlakes. 1 note was left regarding holiday decorations being left out past the allowed time. 3 notices were left regarding a shed in disrepair, construction material stored on property and a fence falling down.

In February, our Animal Control Officer received several calls about loose/lost dogs; all were returned to their owners. Several dead animals were picked up within the City. No rabid animals were reported in February.

2. Patrol Activity Report – In February, officer Koenning logged 55 hours and 207 miles. There were 4 citations issued; all for speeding (1 for 38 mph in a 25 mph zone, 1 for 37 mph in a 25 mph zone and 2 for 36 mph in a 25 mph zone). There were 4 warnings issued.
3. Building Committee Report – In February, the Building Committee issued 2 Permits; 1 fence and 1 remodel. Currently, there are 19 ongoing projects within the City.

B. Briefing on Golf Operations – Head Golf Pro, David Klotz, reported that he is working on getting replacement golf carts and that cart rentals, green fees and memberships have all increased since last fiscal year. He also has several tournaments booked for the coming weeks.

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 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. February financial reports

After discussion, Councilmember Wise made a motion to approve the February meeting minutes as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Lofgreen made a motion to approve the February financials as presented. The motion was seconded by Councilmember Wood and carried unanimously.

6. OLD BUSINESS.

- A. **Discussion/Action: Update on Renovation of Sewer Treatment Plant.** Mr. Thompson informed council that there is not much to report regarding this project. He met with the engineer two weeks ago about equipment purchases.

7. NEW BUSINESS

- A. **Discussion/Action: Resolution 2023-02- ACCEPTING THE FISCAL YEAR 2022 AUDIT, FINANCIAL STATEMENT, AND OPINION FOR FISCAL YEAR ENDING SEPTEMBER 30, 2022, AS PREPARED BY NEFFENDORF & BLOCKER, P.C. CERTIFIED PUBLIC ACCOUNTANTS.** Mr. Keith Neffendorf, CPA of the accounting firm Neffendorf & Blocker, P.C. of Fredericksburg, presented and reviewed the City's fiscal year 2022 audit report. He reported that they did not encounter any issues with preparing the City's 2022 audit. However, he did note that there were several procedural items that should be corrected. He advised that the City is in good fiscal shape and advised that he issued an unqualified opinion on our audit. An unqualified audit reflects City's financial statements that are transparent and compliant with generally accepted accounting principles, the best that any entity can obtain. After discussion, Councilmember Peskin made a motion to approve Resolution 2023-02 as presented. The motion was seconded by Councilmember Drummond and carried unanimously.

- B. **Discussion/Action: Resolution 2023-03- A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, RE-ADOPTING THE CITY OF MEADOWLAKES INVESTMENT POLICY.** Each year, the City must adopt an Investment Policy. The proposed policy is almost identical to last year's, with

only a few grammatical changes. After discussion, Councilmember Lofgreen made a motion to approve Resolution 2023-03 which re-adopts the City's Investment Policy as presented. The motion was seconded by Councilmember Peskin and carried unanimously. On a side note, Mr. Neffendorf suggested that the City research options to insure investments are secure.

- C. Discussion/Action: Waiving penalties and interest imposed as per State Law for payment of property taxes due to unforeseen consequences of Winter Storm "Mara."** Winter storm Mara occurred toward the end of January 2023. Mr. Thompson reported that there is a provision in the tax code that allows a governmental entity to waive penalties and interest on property taxes under certain circumstances, such as if the postal service delayed delivery of mail. Burnet County has waived penalties and interest for payments postmarked before February 7th and February 3rd for walk-in payments. One taxpayer has requested this waiver; his late fees were assessed at \$43.24. After discussion, Drummond made the following motion:

"I move to waive penalties and interest for any payment received by the Burnet County Appraisal District on behalf of the City that was received with a postmark of February 7th, 2023, or earlier if received in person on or before February 3rd, 2023."

The motion was seconded by Councilmember Wise and carried unanimously.

- D. Discussion/Action: Discussion/Action: Related to the replacement of the Ordinance Officer's vehicle and the release of Facilities and Replacement & Major Purchase Funds held by the General Fund to assist the Utility Fund with replacement of a vehicle.** Mr. Thompson reported that the 2007 Chevy pick-up that was being used by the Ordinance officer has developed transmission problems. He is currently using a spare truck that is assigned to the utility department, however, it is not utilized much this department. Mr. Thompson requested the transfer of this vehicle to the General Fund as well as the transfer of approximately \$7,345 in reserve funds in the General Fund to the Utility Fund to assist with the purchase of an additional truck. The released funds will be added to the current budget of \$30,000 within the Utility Fund for a replacement vehicle, in an effort to get a later-model used truck. After discussion, Councilmember Lofgreen made a motion to approve this request as presented. The motion was seconded by Councilmember Drummond and carried unanimously.

- 8. ADJOURNMENT/ANNOUNCEMENTS:** Mr. Thompson reported that the fence around the tennis courts was damaged from the recent storm and will be repaired next week. Also, the electronic sign at the gate is not working; he is looking for a replacement.

Mayor Bentley adjourned the meeting at 7:30 pm.

Approved: _____
Mayor, Mark Bentley

Date: April 18, 2023

Attest: _____
City Secretary, Evan Bauer

Date: April 18, 2023