

City of Meadowlakes

AGENDA

City Council Meeting

Tuesday, November 19, 2024 – 6:00 p.m.

Totten Hall, Meadowlakes Municipal Offices

177 Broadmoor St., Meadowlakes, Texas

Notice is hereby given that a Meeting of the City Council of the City of Meadowlakes, Texas, will be held on Tuesday, November 19, 2024, at 6:00 p.m. at Totten Hall, Meadowlakes Municipal Building, Meadowlakes, Texas, at which time the following subjects will be discussed, to wit:

1. **CALL TO ORDER AND QUORUM DETERMINATION**
2. **PLEDGE OF ALLEGIANCE AND PRAYER**
3. **CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda-related items. Citizens wishing to address the Council must complete an "Application to Address," which must be submitted to the City Secretary at least thirty (30) minutes before the commencement of the City Council Meeting, and each speaker will be limited to a maximum speaking time of three (3) minutes.*
4. **MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only.)*
 - A. **Operations in general - City Manager Johnnie Thompson**
 1. **Briefing on current utility operations**
 2. **Ordinance and Animal Control Report**
 3. **Patrol Activity Report**
 4. **Building Committee Report**
 - B. **Briefing on Golf-Klotz**
5. **CONSENT ITEMS** *(The items listed are considered 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 the Council desires, 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**
 - B. **September and 2024 Financial Statements**
6. **OLD BUSINESS**
 - A. **Discussion/Action: Update on Renovations of Wastewater Treatment Plant and use of SLFRF Funds- Thompson**
 - B. **Discussion/Action: Community Center Update including the following:**
 1. **Update on the budget for new community center complex.**

- 2. Other Community Center-related matters
- C. Approval of the budget for renovations to the cart barn, the movement of irrigation lines, and the installation of a temporary cart path due to the construction of the new community center.
- D. Discussion/Action Ordinance 2024-07-Regulating portable shipping containers utilized for temporary storage.-Thompson

7. NEW BUSINESS

- A. Discussion/Action: Resolution 2024-09-Appointing William De Roos as City Manager.
- B. Discussion/Action: Regarding entering into a Memorandum of Understanding between the Meadowlakes Webworm Control Coop Association and the City regarding adding a volunteer donation to the City's utility billing. – Thompson/Aaron/Mayor Bentley
- C. Discussion/Action – Interlocal Agreement with Burnet County to assist in overlaying the location of the golf cart barn. – Thompson
- D. Discussion/Action – Consideration of Cancelling the December 2024 City Council Meeting. – Mayor Bentley
- E. Discussion/Action: Resolution 2024-10 – City Manager Appointment of Building Committee-Thompson

MAYOR ANNOUNCEMENTS about Items of Community Interest

- *Announcements during this agenda item are limited to the following, as authorized under Section 551.0415, Tex. Gov't Code.)*
- *Expressions of thanks, congratulations, or condolence;*
- *An honorary or salutary recognition of a public official, public employee, or sthe person's public employment is not an honorary or salutary recognition for this subdivision;*
- *A reminder regarding a social, ceremonial, or community event organized or sponsored by an entity governing body or an official or employee of the municipality and*
- *Announcements involving an imminent threat to the public health and safety of the municipality have arisen after posting the agenda.*

The next City Council meeting is Tuesday, December 17, 2024.

8. ADJOURNMENT

The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

An agenda packet is available for public inspection at City Hall, 177 Broadmoor, Suite A, Meadowlakes, between 8:00 a.m. and 4:00 p.m., Monday through Friday.

I, Johnnie Thompson, City Manager for the City of Meadowlakes, Texas, do certify that this Notice of Meeting was posted at City Hall, in a place readily accessible to the general public at all times, on November 15, 2024, at 5:45 a.m. and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

/S/ Johnnie Thompson
Johnnie Thompson, City Manager

/s/ Mark Bentley
Mark Bentley, Mayor

PERSONS WITH DISABILITIES WHO PLAN TO ATTEND THIS MEETING AND WHO MAY NEED AUXILIARY AIDS OR SERVICES ARE REQUESTED TO CONTACT THE CITY SECRETARY'S OFFICE AT (830) 693-6840 FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING TIME.

Posting Removed: _____ at _____ by _____

(To be recorded upon removal, document retention at City Hall, posting removal date will not be reported via the website)

Building Committee Report

Authorized By: Steve Nash,
Building Committee Chairman
Oct-24

Approved Permits	<i>Issued</i>	<i>Denied/tabled</i>	<i>In progress</i>
Deck			
Fence	4		1
Remodel			
New Construction			1
Variance			
Patio Cover/Remodel			
Arbor/Pergola			
Swimming Pool/Hot Tub	1		1
Boat dock/jet ski lift			
Play Scape			
Other			
Plat Amendment			
Consultation			
Permit Revision			
Total	5		3

Animal Control Report October 2024

Received a call about a loose dog running around. Pick it up and checked for registration with the city and a chip. Determined that the dog did not belong in the city. It is now wait for a new home at the animal shelter.

Call about a rattlesnake in a yard. By the time I got there the homeowner had already chopped its head off. I picked it up and disposed of it.

A cat was hit by a car on Olympia Fields. I picked it up and properly disposed of it.

Call about a skunk in a drainage hole. Lady said it chased her. I located it and humanly put it down since it was up running around during the day.

Received a call from a homeowner whose dog had gotten out. The dog had its collar and tags on. I found him and returned it home.

Got a call at 1:07am in the morning reporting a barking dog on San Saba. I went and checked it out. I drove around with my windows down and did not hear any dogs barking.

Received a call about a Pug a lady found. I picked up the dog and waited for the owner to discover it was missing. The dog did not have tags on and was not registered so I posted it on Nextdoor. The owner finally came and picked up the dog. I told him to get it registered.

Received multiple calls from residents who are trapping skunks, raccoons and armadillos. I advised them that they had to haul them off and let them go.

Picked up several dead animals.

Advised several residents to register their dogs and cats.

Received multiple calls from residents wanting me to trap animals on their property. I refer them to local trappers who is licensed to trap.

Respectfully Submitted,


Gerry Mason

Animal Control Officer

PATROL ACTIVITY REPORT OCTOBER 2024

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL		TOTAL MILES
10/01/24	Tues	Ciolfi	6:05am	12:05pm	6	0	0	0	Patrol & radar 1159 - 1148 residence on Mahan Medical EMS no transport	25
10/09/24	Wed	Ciolfi	6:30am	5pm	10.5	1	1	0	0855 - 0911 Citizen Contact, Meadowlakes citizen reported she was scammed, however did not want a report at this time. She was advised to contact the SO to file a report. 1034 - 1045 Traffic stop Carnousite / Turkey Run Ran Stop sign Warning 003780 1320 - 1327 Citizen Contact advised the other day kids were urinating on the club house sign at approximately 1600 hours after school Citation for expired registration	39
10/14/24	Mon	Ciolfi	12:25pm	5:55pm	5.5	1	0	0	1407 - 1424 Traffic stop 100 block of Meadowlakes Dr. Expired Reg 3/23 Citation 003575 1536 - 1712 Medical 353 Columbine EMS transport 1743 - 1800 Suspicious activity on Firestone Place.	28
10/15/24	Tues	Ciolfi	6:15am	4:15pm	10	1	0	0	1107 - 1119 Traffic stop 100 block Meadowlakes Dr Cit #003751 1307 - 1327 911 open line at residence on Agusta Dr	58
10/16/24	Wed	Ciolfi	10am	11am	0	0	0	0	City Hall Court security	1
10/18/24	Fri	Ciolfi	6:55am	9:55am	3	0	1	0	0755 - 0805 Traffic stop ran stop sign (Firestone Dr / Firestone Place) warning 00517 0945 - 0947 Suspicious activity complainant stated unknown individual knocked on his door regarding dog at 2230 hours. Complainant has no dog. Wanted to know who to contact. Advised to contact Burnet County Sheriff's Office. Business card was provided.	19

PATROL ACTIVITY REPORT OCTOBER 2024

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL		TOTAL MILES
10/23/24	Wed	Ciolfi	6:06am	4:06pm	12	2	1	0	0757 - 0812 Traffic stop 100 block of Meadowlakes Dr. (Expired Registration) Citation 003752 0812 - 0840 Medical 322 Columbine EMS No transport 0959 - 1014 Traffic stop 100 block Meadowlakes Dr. (Missing Mud Flap) Citation # 003753 1422 - 1432 Traffic stop Firestone Dr / Firestone Place (Ran Stop Sign) Warning 003781 1454 - 1457 Citizen contact at gate. Parked in a no parking area getting sticker for the city 1607 - 1618 Traffic stop 100 block of Meadowlakes Dr (Expired Registration) Citation 003754 1655 - 1658 Citizen Contact at the gate complaining about guard not paying attention to vehicles coming into Meadowlakes. Advised to contact City Hall/POA Don Wheeler	55
10/24/24	Thurs	Ciolfi	5:35am	10:35am	5	0	0	0	Patrol & radar	11
10/24/24	Thurs	Ciolfi	12pm	5:30pm	5.5	1	1	0	1213 - 1222 Traffic Stop Firestone Dr / Firestone Pl (Ran Stop Sign) warning 003782 1327 - 1329 citizen had a question regarding catching animals and if BCSO had animal control. He was advised BCSO does have ACOs and not to catch the wild animals. He was advised of a spray "Critter Ritter" at Home Depot or Lowes. 1517 - 1531 Traffic stop 100 block of Turkey Run (Missing Mud Flap and Damaged Unclean License Plate) Citation 003755	15
10/28/24	Mon	Ciolfi	7:25am	10:45am	3.75	0	0	0	Patrol & radar	12
10/28/24	Mon	Ciolfi	11:30am	2:45pm	3.25	3	1	0	1231 - 1246 Traffic stop 100 block of Meadowlakes Dr (Expired Registration 8-24) Cit# 003756 1246 - 1253 Monitored the gate 1253 - 1343 Traffic stop 100 block of Meadowlakes dr. (Expired Registration (10-22), No DL) Citation # 003757, Warning Possession of Drug Paraphernalia	7
TOTALS					64.5	9	5	0		270

Memorandum to Council

November 19th, 2024, Council Meeting

DATE: November 13th, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 5-Consent Items

BACKGROUND:

A. Minutes of prior Council Meetings – Attached is a draft copy of the Council’s October 15th meeting. Please call Evan or me if you have any corrections or concerns.

B. September Financials and End of Fiscal Year Briefing

September financial statements will include detailed balance sheets for all funds; thus, they are more lengthy than usual. In addition to a detailed balance sheet, you will also find at the end of the financials an Investment Report. This will reflect the status of all the funds held by First United Bank. All of our funds are secured by securities pledged to the City. At the end of September, the total pledged securities exceeded our deposits by slightly less than \$1.4 million.

The City finished the 2024 fiscal year in a much better financial position than expected. All funds, except for the Recreation Fund, showed positive net gains. However, I have requested clarification from our grant consultant to see if the Recreation Fund can be reimbursed for the approximate \$67,000 in expenditures related to the irrigation pump station repairs from SIFRF funds. Should this be an allowable expenditure from the SIFRF funds, the Recreation Fund would have a slight gain for the fiscal year. I will review the Recreation Fund with and without these expenditures.

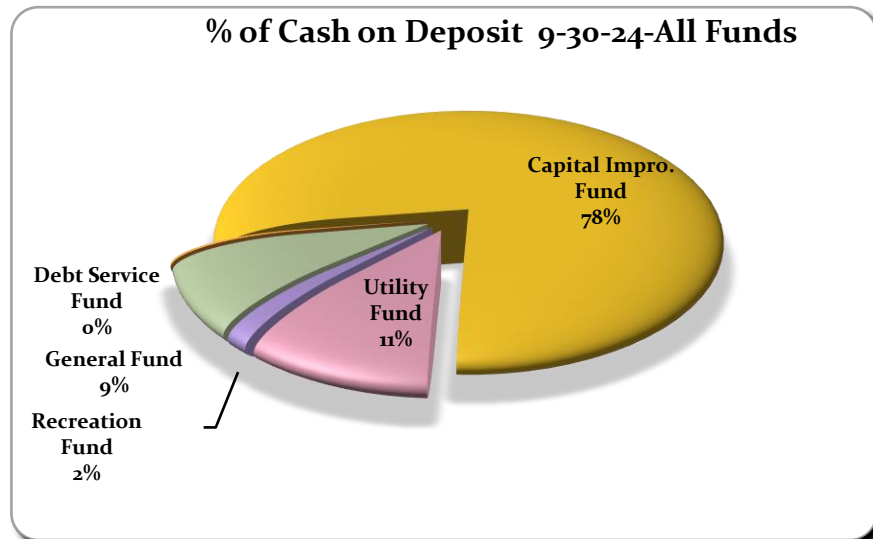
Revenue for the General and Utility Fund were greater than budgeted; however, the Recreation Fund fell short of generating its budgeted revenues. In addition, the General and Utility Fund’s expenses for the fiscal year were considerably less than what was reflected in their amended budgets.

The following narrative will be based on the unaudited fiscal year 2024 financial statements and are subject to change due to year audit adjustments and posting of depreciation. Since September 30th was the end of fiscal year 2024, I will present my narrative only at the end of the fiscal year.

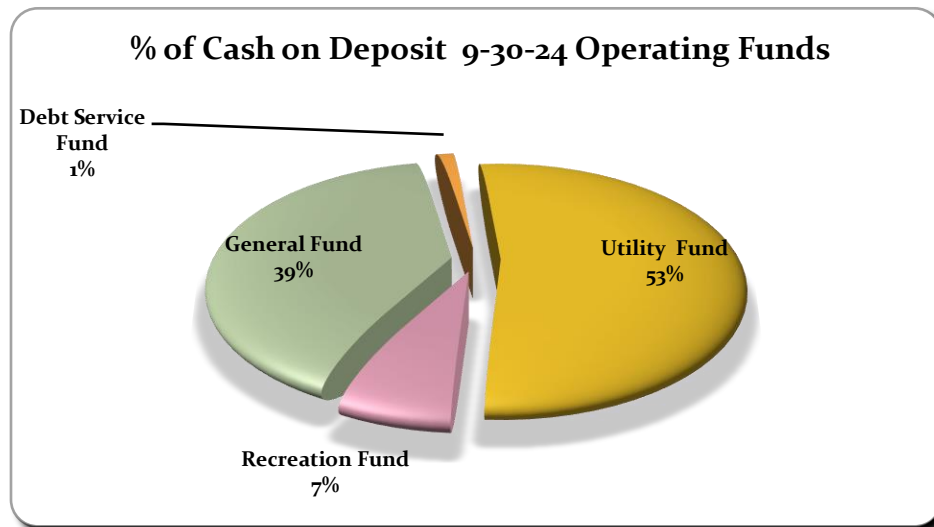
Combined Balance Sheet – All Funds

At the end of FY24, the total cash on deposit was just over \$9.5 million, approximately \$7.5 million more than at the end of fiscal year 2023. While the Capital Improvement Fund was the main contributing factor to the increase in cash on deposit, the General and Utility Fund also increased cash on deposit at the end of the year. Approximately \$1.4 million of the cash on deposit were certificates of deposit, with the remainder of the funds on deposit being held in interest-bearing money market accounts. The attached Investment Report reflects the status of all funds on deposit at the end of the fiscal year, along with a comparison at the end of FY23. I will touch on the Investment report at the end of this MEMO.

I have provided two pie charts below; one references all the funds on deposit, and the other references only operating funds.



The Capital Improvement Fund held 78% (\$7,424,124) of the total cash on deposit, while the Utility Fund held 11% (\$1,095,531).



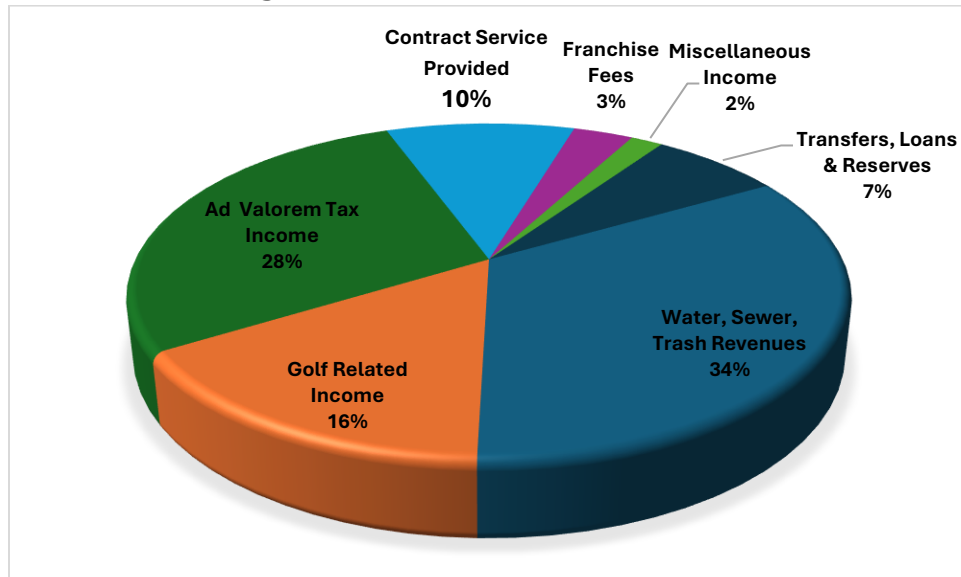
The chart above reflects the cash on deposit for the normal operating funds. The Utility Fund deposit equaled 53%, compared to 64% at the end of last fiscal year, and the General Fund deposits equaled 39%, compared to 19% at the end of the previous fiscal year. The cash on deposit for both funds is a little misleading since approximately \$242,500 on deposit in the General Fund are outstanding liabilities related to the April hail storm. The Utility Fund reflects roughly \$411,000 in outstanding liabilities related to the SIFRF funds; however, approximately \$285,000 of the outstanding SIFRF liabilities were spent in FY24; the auditor will make an audit adjustment to reflect the funds expended related to the SIFRF funds.

Combine Profit and Loss FY24 - All Funds

As previously mentioned, all funds except the Recreation Fund had a net gain for the fiscal year.

Income – Total income generated for all the funds for FY24 totaled just over \$3.41 million. The Utility Fund generated approximately \$1.6 million in revenue, followed by the Recreation Fund, roughly \$1.0 million in revenue, and the General Fund about \$812,000. The chart below reflects the percentage of income generated by each Fund.

Percentage of Total Income Generated in FY24

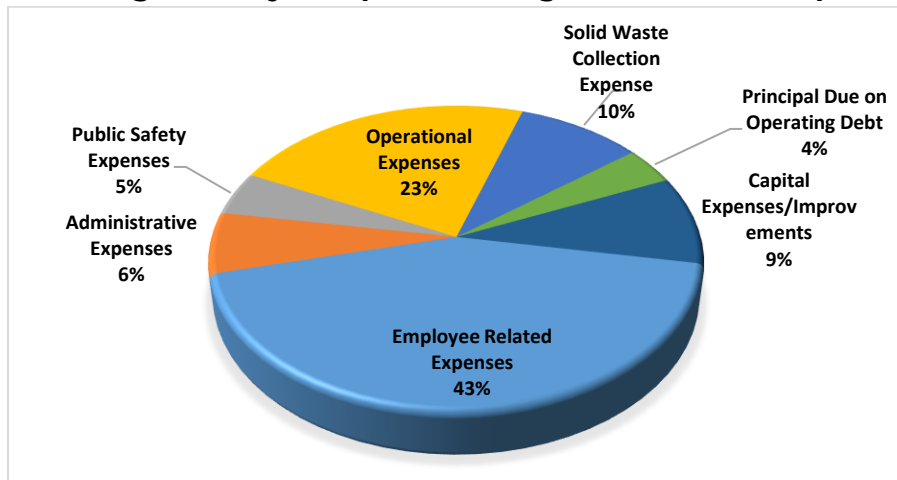


I will discuss the revenues of each Fund under the Fund narrative.

Expenses

Total combined expenses for FY24 totaled approximately \$3.28 million, with roughly \$2.85 million in operating expenses, \$130,000 in debt service retirement, and \$307,000 in capital purchases. The largest single expense was employee expenses, which totaled just over \$1.4 million. The pie chart below represents the percentage of expenditures by major expense categories.

Percentage of Major Expense Categories to Total Expenses



General Fund

The General Fund ended the fiscal year in considerably better shape than initially anticipated, with revenue exceeding those budgeted and expenditures less than budgeted. This resulted in a net gain of over \$89,000. The Fund posted a net gain even though it transferred \$137,000 in additional funds to the Recreation Fund and funded the installation of a generator at City Hall at a cost of over \$25,000. (The generator installation cost may be reimbursed to the General Fund from SLFRF funds.)

Cash on Deposit - The Fund's total cash on deposit increased by nearly \$432,000 over those cash on deposit at the end of FY23. Approximately \$242,500 of these funds are from the hail storm damage in April. Even after backing out of this liability, the Fund's uncommitted cash reserves increased by nearly \$190,000.

Profit and Loss - The General Fund, as mentioned previously, ended the fiscal year in great shape and was probably the most profitable in recent years. Revenue exceeded those budgeted, and expenses ended the fiscal year considerably less than budgeted. Operating revenues exceeded those budgeted by 1% of the amended budget and about 12% greater than initially budgeted. Expenses for the fiscal year ended the period about 3% less than the Fund's amended budget. The Fund ended the fiscal year with a net gain of roughly \$89,000. If the cost of the generator installation is reimbursed from SLFRF funds, the Fund's net gain would be approximately \$114,000.

Utility Fund

The Utility Fund ended FY24 considerably better than initially budgeted, with revenues exceeding its budgeted revenue and expenses less than budgeted.

Cash on Deposit - The utility fund ended the fiscal year with approximately \$171,000 less cash on deposit than it began the fiscal year. If you factor in the roughly \$285,000 in expenditures toward SLFRF

projects, the Fund had about \$114,000 more unrestricted cash than it began the fiscal year with.

Profit and Loss – The Utility Fund posted a net gain of approximately \$75,000 for fiscal year 2024, about \$10,000 less than the initial FY24 budget. The only revenue stream that failed to meet its budgeted target was the reimbursement from SLFRF funds for labor related to SLFRF projects. All other revenue streams were near their budgeted amounts or exceeded them. Total expenditures for the fiscal year ended about \$63,000 less than budgeted.

Debt Service Fund – The Debt Service Fund had little activity in FY24; the only revenue posted was accrued interest from the sale of the Certificate of Obligation issued in June.

Recreation Fund – Overall, the Recreation Fund did not perform poorly in FY24, even though it posted a net loss for the fiscal year. The Fund had several large expenditures in FY24.

Cash on Deposit – The Fund's cash on deposit decreased by approximately \$75,000 from those on deposit at the end of FY23. The decrease in cash, in reality, is not as bad as it seems since the Fund's accounts payable were reduced by approximately \$150,000. The accounts payable at the end of FY23 reflected roughly \$172,000 in new golf cart purchases. The Fund had about \$38,000 more in current liabilities than available cash. However, as mentioned earlier, SLFRF funds will likely be reimbursed for approximately \$70,000 in expenses related to the repair of the effluent pumping station.

Profit and Loss – The funds revenue for the fiscal year failed to meet their budget by about \$10,000, with most of the revenue streams ending the fiscal year slightly below those budgeted. Reduced income from the golf operations was the primary major revenue stream that failed to meet its budget, ending the fiscal year roughly \$8,000 less than budgeted. Provided we can reimburse the Recreation Fund with SLFRF as mentioned above, the Fund will end the fiscal year with about a \$7,000 net gain.

Capital Project Fund – The Capital Projects Fund provides funding for the new community center. At the end of FY24, the Fund had \$155,523 in expenses related to the community center and earned \$79,644 in interest. We are currently earning approximately \$1,000 a day in interest.

Investment Report – Attached to the financial statements is an end-of-the-fiscal year report on the City's current investments. The report reflects all interest earnings and deposits at the end of the fiscal year. During FY24 we made over \$128,000 in interest, approximately \$80,000 from the investment of the Certificate of Obligations, and \$48,000 from operating investments.

Should you have questions or concerns, please do not hesitate to contact me.

City of Meadowlakes
Public Hearing and City Council Stated Meeting Minutes
October 15, 2024 – 6:00 p.m.
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas

The City Council of the City of Meadowlakes held and their Regular Meeting at Meadowlakes Municipal Building in Totten Hall on October 15, 2024, beginning at 6:00 p.m. in accordance with the duly posted notice of said meeting.

Present:

Mark Bentley, Mayor
Don Wheeler, Councilmember
Barbara Peskin, Councilmember
Carolyn Richmond, Councilmember
Roxanne Morgan, Councilmember

Absent:

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 – Mr. Thompson reported that the auxiliary generator at City Hall is now in operation. Also, he will have a meeting with the county to discuss paving for where the new cart barn will be located.

1. Current Utility Operations –
2. Ordinance reports – In September, 7 calls/texts were received, 16 warnings were given for parking related violations, 3 warnings were given for trash can violations, 22 warnings were given for limb/grass violations, and the following miscellaneous warnings were given: 1 for a commercial yard sign, 1 for an inoperable vehicle, and 1 for an illegal sized political sign. There were 27 roof permits verified.
3. Animal Control Report – In September, there were several calls about loose dogs; all were returned to their homes. There was a call about a dead possum, barking dogs, several calls about skunks, an armadillo, and other various concerns.

4. Patrol Activity Report – Officer Ciolfi logged 28 hours and 150 miles in September. There was 1 citation issued for a missing mud flap on a vehicle. There were 4 warnings issued.
5. Building Committee Report – In September, there were 2 permits issued; both for a fence. There are currently 4 ongoing projects.

B. Briefing on Golf Operations – Mr. Klotz informed council that the course was overseeded last week. Staff will soon begin removing any remaining dead trees. There have been several irrigation leaks recently; there is \$40,000 in the budget for irrigation repairs that will need to be utilized. A new motor for a fountain in one of the ponds on the golf course will be delivered the end of the week. This will help aerate the water in the pond and should reduce the scum and algae bloom. Mr. Klotz addressed the mosquito issue; we have had many complaints about how many mosquitos are around the golf course ponds. It is difficult to treat them because you have to pull permits and be licensed, and also the public has to be notified prior to treatment. In closing, Mr. Klotz reported that the revenue and rounds of golf played has increased from this time last year.

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

After discussion, Councilmember Richmond made a motion to approve the minutes from the September 16th special meeting and the September 17th regular council meeting as presented. The motion was seconded by Councilmember Peskin and carried unanimously.

B. September 2024 Financial Reports

Since the fiscal year has just ended, the September 2024 financial statements will not be reviewed until the November council meeting.

6. **OLD BUSINESS.**

A. Discussion/Action: Update on Renovations of Wastewater Treatment Plant. Mr.

Thompson reported that staff is busy finishing other projects, such as the new cart barn, before starting on this.

B. Discussion/Action: Community Center Update including the following:

1. **Update on the budget for new community center complex** – Councilmember Wheeler reported that the cart barn, along with the swimming pool, are within the \$1 million budget. The main structure is over budget; Councilmember Wheeler presented a modified structure designed by the architects. Some of the modifications include removing two rooms and a hallway in the main structure, moving the office and storage area in the pro shop to the second story and removing the golf simulators (there is still space for them to be installed in the future, if desired). Structural changes were also made including lowering the height of the ceiling and reducing the number of parking spaces. The CMAR and architects will meet to discuss options for ceiling height and the use of steel in the building. Councilmember Wheeler proposed a budget workshop. The CMAR will bid jobs for the structure according to the architects' design and will be done according to the bidding requirements. Mr. Thompson has verified the requirements with the city attorney.

2. Other Community Center-related matters. See above.

- C. Discussion/Action: Variance to Ordinance 2017-01 regarding an application for a boat dock at 339 Meadowlakes Dr. adjacent to the City Raw Water Intake** - This item was discussed and tabled at a previous council meeting. The city has an ordinance in place that prohibits trespassing within a 200ft radius of the restricted zone around the city's raw water intake. The property owner is requesting a variance that would allow for the construction of a boat dock. There are multiple violations that occur daily within this zone, as well as existing boat docks being present; the existing boat docks were constructed prior to the city's ordinance being in place. Council agrees that constructing a boat dock would not contaminate the city's water supply, so options given to the homeowner are to get a variance from TCEQ for permission to construct a boat dock in this zone, or have a licensed engineer certify this would not interfere with the city's water supply. The city attorney will draft a letter stating what the homeowner needs to do. No action was taken.
- D. Update on new City Manager.** Mayor Bentley reported that the new City Manager, William De Roos, begins October 28th.

7. NEW BUSINESS

- A. Discussion/Action: Discussion/Action: Approval of variance at 106 Meadowlakes.** This home was built in 1977 and the plans were approved by the original developer of Meadowlakes. A portion of the home encroaches into the golf course setback line. The owner is requesting a 12'9" variance for the existing encroachment. The building committee recommended its approval at their meeting on October 15, 2024. After discussion, Councilmember Richmond made a motion to approve the 12'9" variance as requested. The motion was seconded by Councilmember Morgan and carried unanimously.
- B. Discussion/Action: Resolution 2024-08 - Appointment to Committees, Commissions & Boards.** On October 31st, the terms of several members of the Building Committee, the Planning and Zoning Commission and the PFC are set to expire. Each member serves two-year terms. Mr. Thompson recommends the appointment of Darren Galatas to fill the unexpired term of the vacancy left by Bob Henderson and the reappointment of Bob Powers and Steve Nash to the Building Committee. Council must confirm these appointments. Mr. Thompson recommends that Steve Nash be reappointed as Chairman and that Bob Powers be reappointed as Vice Chairman. Seeking reappointment to the Planning and Zoning Commission are Chairman, Darren Galatas, and Vice Chair, Larry Latshaw. The Public Facility Corporation has one member, Rob Paul, whose term is set to expire and is seeking reappointment; there is currently one vacancy. After discussion, Council member Richmond made a motion to approve Resolution 2024-08 which appoints and reappoints members to the Building Committee, Planning and Zoning Commission and the PFC as presented. The motion was seconded by Councilmember Peskin and carried unanimously.
- C. Discussion/Action: Ordinance 2024-07- Regulating Portable Storage and Shipping Containers.** Mr. Thompson reported that currently, there are no restrictions on these containers. To prevent residents from having one indefinitely, the city needs to be able to regulate them. Mr. Thompson will draft an ordinance and present it at the November council meeting. No action was taken.
- D. Discussion/Action: Street Parking Regulations.** Council discussed the city's parking regulations. There have been several citations issued recently for parking on the street over the allowed time frame – no more than 3 days in a 7 day period, or no more than 7

days in a 30 day period. Mr. Thompson suggested that this violation be civil instead of criminal, since the majority of the fine for this violation goes to the state. No action was taken.

- 8. ADJOURNMENT/ANNOUNCEMENTS:** POA sponsored “Meadowfest” will be held on Saturday, October 19th at Lakeside Park in Meadowlakes. Additional info is in the newsletter.

The Burnet County BOPATE event is on Saturday, October 19th.

The POA sponsored “Meet and Greet” is on Tuesday, November 5th.

Mr. Thompson’s last City Council meeting will be November 19th.

Mayor Bentley adjourned the meeting at 6:39p.m.

Approved:

Mayor, Mark Bentley

Date: November 19, 2024

Attest:

City Secretary, Evan Bauer

Date: November 19, 2024

City of Meadowlakes

September 2024 Draft Abbreviated Financial Statements

Run Date: 10-8-2024

City of Meadowlakes

General Fund

Profit and Loss

	Sep-24	Budgeted Sep-24	FY24 Unaudited	Amended FY2024 Budget
<u>INCOME</u>				
OPERATING INCOME				
<u>Ad Valorem Tax</u>	\$33	\$706	\$539,064	\$540,500
<u>Franchise Fees</u>				
PEC Franchise Fees	\$0	\$0	\$42,355	\$42,300
Cable TV Franchise Fees	\$0	\$0	\$14,794	\$14,800
Telephone Franchise Fees	\$0	\$0	\$1,970	\$2,000
Total Franchise Fees	\$0	\$0	\$59,119	\$59,100
<u>Building Related Income</u>				
New/Remodeling Permits	\$0	\$150	\$775	\$900
Fence & Deck Permits	\$100	\$50	\$850	\$1,000
Miscellaneous Permits/Income	\$4,885	\$300	\$83,580	\$80,000
Total Building Related Income	\$4,985	\$500	\$85,205	\$81,900
<u>Municipal Court Income - Fines</u>	\$0	\$150	\$1,125	\$1,200
<u>Contract Services</u>	\$9,196	\$9,194	\$110,350	\$110,350
<u>Miscellaneous Income</u>				
Liquor Sales Tax	\$246	\$258	\$2,860	\$2,900
Interest Earned on Investments	\$52	\$200	\$12,754	\$12,700
Pet Registration	\$290	\$700	\$1,560	\$1,300
Miscellaneous Income	\$148	\$300	\$348	\$300
Total Miscellaneous Income	\$736	\$1,458	\$17,522	\$17,200
TOTAL OPERATING INCOME	\$14,950	\$12,008	\$812,385	\$810,250
NON-OPERATING INCOME				
<u>Transfers In From Other Funds</u>				
Transfer in from Reserves	\$0	\$0	\$0	\$0
Transfer in from Utility Fund	\$17,917	\$17,917	\$215,000	\$215,000
TOTAL NON-OPERATING INCOME	\$17,917	\$17,917	\$215,000	\$215,000
TOTAL GENERAL FUND INCOME	\$32,867	\$29,925	\$1,027,385	\$1,025,250

City of Meadowlakes

General Fund

Profit and Loss

	Sep-24	Budgeted Sep-24	FY24 Unaudited	Amended FY2024 Budget
<u>EXPENSE</u>				
OPERATING EXPENSES				
Administrative Expenses				
Total Employee Related Expenses	\$37,735	\$42,197	\$458,071	\$478,900
Total Other Administrative Expenses	\$8,191	\$5,531	\$105,460	\$118,700
Total Administrative Expenses	\$45,926	\$47,728	\$563,531	\$597,600
Public Safety Expenses				
Total Ordinance/Animal Control Expenses	\$2,990	\$3,060	\$41,481	\$42,100
Total Traffic Control/Police Dept. Expenses	\$2,217	\$3,400	\$26,265	\$28,200
Emergency Medical Contract Expenses	\$3,816	\$3,817	\$45,790	\$45,800
Fire Protection Expenses	\$3,188	\$3,188	\$38,250	\$38,250
Total Public Safety Expenses	\$12,211	\$13,465	\$151,786	\$154,350
TOTAL OPERATING EXPENSES	\$58,137	\$61,193	\$715,317	\$751,950
OPERATING NET GAIN/LOSS	-\$25,270	-\$31,268	\$312,068	\$273,300
TOTAL NON-OPERATING EXPENSES	\$23,087	\$12,500	\$222,283	\$216,000
TOTAL FUND EXPENSES	\$81,224	\$73,693	\$937,600	\$967,950
FUND NET GAIN/LOSS	-\$48,357	-\$43,768	\$89,785	\$57,300

City of Meadowlakes

Utility Fund

Profit and Loss

	Sep-24	Budgeted Sep-24	Unaudited FY2024	Amended FY2024 Budget
<u>INCOME</u>				
OPERATING INCOME				
<u>Utility Income</u>				
Water Revenue	\$61,103	\$55,455	\$538,826	\$528,000
Sewer Revenue	\$51,143	\$50,917	\$612,867	\$613,000
Total Utility Income	\$112,246	\$106,372	\$1,151,693	\$1,141,000
<u>Solid Waste Collection Income</u>	\$30,753	\$31,334	\$347,255	\$347,400
<u>Miscellaneous Income</u>				
New Connections	\$0	\$0	\$4,200	\$4,200
Interest Earned on Investments	\$3,196	\$292	\$32,886	\$32,500
Penalty & Interest Earned	\$795	\$575	\$7,099	\$6,300
Transfer Fees Income	\$175	\$200	\$1,800	\$1,800
Miscellaneous Income	\$479	\$700	\$26,607	\$16,000
FEMA or SLFRF Reimbursement	\$0	\$0	\$0	\$10,000
Total Miscellaneous Income	\$4,645	\$1,767	\$72,592	\$70,800
TOTAL OPERATING INCOME	\$147,644	\$139,473	\$1,571,540	\$1,559,200
NON-OPERATING INCOME				
Transfer in from Reserves*	\$0	\$0	\$0	\$0
TOTAL NON-OPERATING INCOME	\$0	\$0	\$0	\$0
TOTAL UTILITY FUND INCOME	\$147,644	\$139,473	\$1,571,540	\$1,559,200

City of Meadowlakes

Utility Fund

Profit and Loss

	Sep-24	Budgeted Sep-24	Unaudited FY2024	Amended FY2024 Budget
<u>EXPENSE</u>				
OPERATING EXPENSES				
Administrative Expenses				
Total Employee Related Expenses	\$29,660	\$44,959	\$470,708	\$480,700
General Administrative Expenses	\$554	\$1,959	\$55,715	\$59,000
Total Administrative Expenses	\$30,214	\$46,918	\$526,423	\$539,700
Plant and Field Operating Expenses				
Water Treatment Expenses	\$27,019	\$9,165	\$127,908	\$121,300
Wastewater Treatment Expenses	\$4,103	\$10,602	\$93,715	\$105,900
Other Operating Expenses	\$4,287	\$6,347	\$105,530	\$123,200
Total Operating Expenses	\$35,409	\$26,114	\$327,153	\$350,400
Total Solid Waste Collection Contract Expenses	\$27,728	\$26,250	\$310,743	\$315,000
TOTAL OPERATING EXPENSES	\$93,351	\$99,282	\$1,164,319	\$1,205,100
OPERATING NET GAIN/LOSS	\$54,293	\$40,191	\$407,221	\$354,100
TOTAL NON-OPERATING EXPENSE	\$17,917	\$17,917	\$327,911	\$354,100
TOTAL FUND EXPENSES	\$111,268	\$117,199	\$1,492,230	\$1,559,200
FUND NET GAIN/LOSS	\$36,376	\$22,274	\$79,310	\$0

City of Meadowlakes

Debt Service

Profit and Loss

	Sep-24	Budgeted Sep-24	Unaudited FY2024	Amended FY2024 Budget
<u>INCOME</u>				
FUND INCOME				
<u>Ad Valorem Tax</u>				\$0
<u>Interest Earned on Investments</u>	\$8	\$0	\$23	\$0
<u>Transfer in from Other Funds</u>				
Transfer in from Reserves				\$0
Transfer in from Utility Fund				\$0
Accrued Interest Earning from Bond Sale			\$24,639	\$0
Total Transfers in from Other Funds	<u>\$0</u>	<u>\$0</u>	<u>\$24,639</u>	<u>\$0</u>
TOTAL FUND INCOME	\$8	\$0	\$24,662	\$0
<u>EXPENSES</u>				
Bond Debt				
2024 Certificate of Obligations				
Principal				\$0
Interest				\$0
Total Bonded Debt Expense	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
FUND NET GAIN/LOSS	\$8	\$0	\$24,662	\$0

City of Meadowlakes Recreation Fund Profit and Loss

	Sep-24	Budgeted Sep-24	Unaudited FY2024	Amended FY2024 Budget
<u>INCOME</u>				
OPERATING INCOME				
<u>Golf Shop Income</u>				
Prepaid Golf	\$12,073	\$22,364	\$189,740	\$191,000
Green Fees	\$27,088	\$39,246	\$392,972	\$398,000
Cart Rental	\$11,126	\$17,136	\$152,411	\$156,000
Driving Range Income	\$1,080	\$1,612	\$15,391	\$15,400
Tournament Income	\$3,000	\$1,735	\$36,414	\$34,400
Handicap Service	\$30	\$210	\$3,570	\$3,500
Snacks & Beverage Sales	\$3,289	\$5,869	\$40,066	\$40,600
Golf Shop Merchandise Sales	\$7,922	\$11,066	\$128,495	\$130,000
Miscellaneous Income	\$112	\$467	\$2,288	\$200
<u>Total Golf Shop Income</u>	<u>\$65,720</u>	<u>\$99,705</u>	<u>\$961,347</u>	<u>\$969,100</u>
<u>Rental Income (Restaurant & Tennis)</u>	<u>\$3,800</u>	<u>\$3,500</u>	<u>\$39,493</u>	<u>\$39,200</u>
<u>Miscellaneous Income</u>	<u>\$105</u>	<u>\$0</u>	<u>\$3,356</u>	<u>\$3,200</u>
<u>Total Operating Income</u>	<u>\$69,625</u>	<u>\$103,205</u>	<u>\$1,004,196</u>	<u>\$1,011,500</u>
Transfers in From Other Funds				
Loan from General Fund				\$0
Transfers in from General Fund	\$12,500	\$12,500	\$187,000	\$187,000
Transfers in from Contingency Fund				\$0
<u>Total Transfers in From Other Funds</u>	<u>\$12,500</u>	<u>\$12,500</u>	<u>\$187,000</u>	<u>\$187,000</u>
Uncommitted Reserves				\$0
TOTAL OPERATING INCOME	<u>\$82,125</u>	<u>\$115,705</u>	<u>\$1,191,196</u>	<u>\$1,198,500</u>

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City of Meadowlakes

Recreation Fund

Profit and Loss

	Sep-24	Budgeted Sep-24	Unaudited FY2024	Amended FY2024 Budget
<u>EXPENSES</u>				
OPERATING EXPENSES				
<i>Total Administrative Expenses</i>	\$1,917	\$5,258	\$59,864	\$62,200
<i>Total Golf Shop Expenses</i>	\$37,682	\$39,875	\$466,177	\$459,200
<i>Total Grounds Maintenance Expenses</i>	\$45,990	\$28,624	\$513,663	\$520,600
<i>Total Tennis/Pool Expenses</i>	-\$534	\$100	\$2,267	\$2,900
<i>Total Food and Beverage Expenses</i>	\$0	\$0	\$0	\$0
TOTAL OPERATING EXPENSES	\$85,055	\$73,857	\$1,041,971	\$1,044,900
OPERATING NET GAIN/LOSS	-\$2,930	\$41,848	\$149,225	\$153,600
NON-OPERATING EXPENSES	\$11,284	\$0	\$159,141	\$153,600
TOTAL FUND EXPENSES	\$96,339	\$73,857	\$1,201,112	\$1,198,500
FUND NET GAIN/LOSS	-\$14,214	\$41,848	-\$9,916	\$0

City of Meadowlakes-Capital Projects Fund
Profit & Loss
September 2024

	<u>Sep 24</u>	<u>Jan - Sep 24</u>
Income		
08-5200 · Interest Earned on Investments		
08-5205 · Interest Earned-MM	28,974	79,335
08-5210 · Interest Earned-Checking	125	329
Total 08-5200 · Interest Earned on Investments	<u>29,099</u>	<u>79,664</u>
Total Income	29,099	79,664
Expense		
08-6200 · Administrative Expenses		
08-6210 · Public Notices	0	624
08-6220 · Bank Fees	0	13
Total 08-6200 · Administrative Expenses	<u>0</u>	<u>637</u>
08-6300 · Architectural & Consultant Exp		
08-6310 · Architectural Expenses	0	99,468
Total 08-6300 · Architectural & Consultant Exp	<u>0</u>	<u>99,468</u>
08-6400 · Engineering & Testing Expenses		
08-6410 · Engineering Fees	20,043	39,543
08-6420 · Geo-Tec Testing	0	13,650
08-6430 · Inspection Services	0	2,225
Total 08-6400 · Engineering & Testing Expenses	<u>20,043</u>	<u>55,418</u>
Total Expense	<u>20,043</u>	<u>155,523</u>
Net Income	<u><u>9,056</u></u>	<u><u>-75,859</u></u>

CITY OF MEADOWLAKES INVESTMENT REPORT SEPTEMBER 30, 2024

Fund	Account Description	Balance 9/30/23	Balance 9/30/24	Net Change	Interest Rate Earned (Period)*	Interest Earned for Calendar Year
General	First United Bank-Operating	\$ 232,206.00	\$ 151,199.83	\$ (81,006.17)	0.4%	\$ 1,331.06
	Petty Cash	\$ 150.00	\$ 150.00	\$ -	0.0%	\$ -
	Certificate of Deposits	\$ 150,000.00	\$ 650,000.00	\$ 500,000.00	Note #1	\$ 13,035.49
	Total	\$ 382,356.00	\$ 801,349.83	\$ 418,993.83		\$ 14,366.55
				\$ -		
Utility Fund	First United Bank	\$ 665,708.87	\$ 328,284.92	\$ (337,423.95)	0.4%	\$ 1,799.24
	Petty Cash	\$ 600.00	\$ 600.00	\$ -	0.0%	
	Certificate of Obligations	\$ 600,000.00	\$ 749,830.81	\$ 149,830.81	Note #1	\$ 31,255.62
	Total	\$ 1,266,308.87	\$ 1,078,715.73	\$ (187,593.14)		\$ 33,054.86
				\$ -		
Recreation	First United Bank-Money Marke	\$ 209,424.29	\$ 134,871.87	\$ (74,552.42)	0.4%	\$ 748.85
	First United Bank - Petty Cash	\$ 15,571.38	\$ 15,306.92	\$ (264.46)	0.4%	\$ 20.14
	Petty Cash	\$ 911.00	\$ 911.00	\$ -	0.0%	\$ -
	Certificate of Obligations	\$ 100,000.00	\$ -	\$ (100,000.00)	Note #1	\$ 739.84
	Total	\$ 325,906.67	\$ 151,089.79	\$ (174,816.88)		\$ 1,508.83
Debt Service	First United Bank-Money Marke	\$ -	\$ 24,660.70	\$ 24,660.70	0.4%	22.09
	Tax Clearing	\$ 172.88	\$ 174.14	\$ 1.26	0.4%	1.26
	Total	\$ 172.88	\$ 24,834.84	\$ 24,661.96		\$ 23.35
Capital Projects	First United Bank - Special	\$ -	\$ 7,079,335.30	\$ 7,079,335.30	5.0%	\$ 79,335.30
	First United Bank - MMM	\$ -	\$ 344,806.38	\$ 344,806.38	0.4%	328.59
	Total	\$ -	\$ 7,424,141.68	\$ 7,424,141.68		\$ 79,663.89
TOTAL CASH ON DEPOSIT		\$ 1,974,744.42	\$ 9,480,131.87	\$ 7,505,387.45		\$ 128,617.48

Note #1 - Interest rate varies see itemized CD's on attachment

CERTIFICATE OF DEPOSITS -ALL HELD AT FIRST UNITED BANK

Fund	Amount Invested	Amount Invested	Term	Interest Rate*	Maturity Date	Interest Earning FY24	Est .CD# Value EOY
General	CD#4432	\$ 100,000.00	11 months	3.93%	07/15/25	\$ 5,106.98	\$ 105,106.98
	CD#1011	\$ 50,000.00	6 months	3.01%	04/20/25	\$ 1,992.38	\$ 51,992.38
	CD#9156	\$ 100,000.00	6 months	3.01%	03/05/25	\$ 2,796.75	\$ 102,796.75
	CD#9083	\$ 100,000.00	3 months	2.96%	11/05/24	\$ 1,705.32	\$ 101,705.32
	CD#45390	\$ 200,000.00	3 months	2.96%	01/02/25	\$ 1,006.85	\$ 201,006.85
	CD#1502	\$ 100,000.00	7 months	5.03%	03/23/25	\$ 427.21	\$ 100,427.21
	Total	\$ 650,000.00				\$ 13,035.49	\$ 663,035.49
Utility Fund	CD#4351-Original Matured			0.00%		\$ 14,441.16	\$ -
	CD#4351-Renewal	\$ 199,830.81	11 months	3.93%	07/15/25	\$ 728.60	\$ 200,559.41
	CD#2390	\$ 200,000.00	7 months	4.84%	11/22/24	\$ 8,688.76	\$ 208,688.76
	CD#1046	\$ 100,000.00	6 months	3.01%	04/20/25	\$ 3,959.54	\$ 103,959.54
	CD#8907	\$ 100,000.00	6 months	3.01%	03/05/25	\$ 2,796.75	\$ 102,796.75
	CD#1529	\$ 150,000.00	7 months	5.03%	03/23/25	\$ 640.81	\$ 150,640.81
	Total	\$ 749,830.81				\$ 31,255.62	\$ 781,086.43
Recreation Fund						\$ -	\$ -
	CD#4424 - Matured					\$ 739.84	\$ 739.84
TOTAL CASH ON DEPOSIT							
	General Fund	\$ 164,385.32				\$ 14,366.55	
	Utility Fund	\$ 360,140.54				\$ 33,054.86	
	Recreation Fund	\$ 150,918.63				\$ 1,508.83	
	Debt Service	\$ 24,834.84				\$ 23.35	
	Capital Improvements	\$ 7,424,141.68				\$ 79,663.89	
	Total Investments	\$ 8,124,421.01				\$ 128,617.48	

*As of September 30, 2024

(Note: The difference between the total shown above and the financials are due to the posting of a portion of interest earned was posted as interest earned in FY23)

Memorandum to Council

November 19th, 2024, Council Meeting

DATE: November 13th, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: **6-A-Update on Renovations of Wastewater Plant and use of SLFRF funds**

Background:

The sewer plant repairs and renovations are nearing completion, with staff expected to finish all work by the end of the year. Fortunately, we will conclude this project with approximately \$150,000 in excess funds. In discussing other uses of the SLFRF funds with our grant administrator, it was determined that they could be used for other purposes, such as reimbursing the Recreation Fund for the repairs related to the irrigation pumps and installing the auxiliary generator at the City Hall.

Below is a rough budget for the \$424,813 in SLFRF funds we received.

Sewer Plant Repairs and Renovations	\$304,000
Reimbursement cost of generator installation	\$25,420
Reimbursement for irrigation pump station repairs	\$77,180
Water Plant improvements	\$18,213
Total	\$242,813

The funds allocated must be used or committed by the end of the year to comply with the use requirements. I don't anticipate any issues with meeting this deadline.

I'll give you a live update on Tuesday and at your meeting.

Memorandum to Council

November 19th, 2024, Council Meeting

DATE: November 13th, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: **6-B-Update on Community Center**

BACKGROUND:

In the past month, we have had several meetings with the Architect, various consultants, and our civil engineer. The last run on the estimated cost for the building was still over the budgeted \$4.5 million of the building. All parties are working diligently to bring the building within budget.

Depending on our progress, we may request a workshop in early January to review the overall project and its budget.

We expect to begin renovating and expanding the existing cart barn soon. In previous Council meetings, we discussed a budget of \$250,000 for this project; however, the council has not officially approved this amount. This project involves expanding the existing cart barn by approximately 2,800 square feet, bringing the total area to around 7,820 square feet. The renovated cart barn will feature a 960-square-foot climate-controlled area with two ADA-compliant restrooms and approximately 640 square feet of retail space for the temporary golf shop. The renovated cart barn will be entirely enclosed. As mentioned above, the estimated cost for this project is \$250,000

In addition to renovating and expanding the cart barn, an irrigation main needs to be relocated, and a temporary cart path needs to be installed. The existing irrigation main and the cart path are well within the new community center's planned footprint.

Staff, vendors, and contractors will complete both reference projects. All services and materials are expected to be secured within the expenditure limits defined by the City Disbursement Policy.

RECOMMENDATION:

I would recommend that the following budgets be approved for the two projects briefed above:

Project	Budget
1. Renovation and expansion of the existing cart barn	\$250,000
2. Rerouting of irrigation main and installation of temporary golf cart paths	\$ 75,000

Both projects will be funded by the Capital Improvements Fund

Sample motion to be entered into the minutes of the meeting:

"I move to approve a budget of \$250,000 for renovating the City's existing cart barn and an additional \$75,000 for relocating irrigation lines and cart paths and allocating funds from the City's Capital Improvement Fund for these projects."

Memorandum to Council

November 19th, 2024, Council Meeting

DATE: November 13th, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: **6-C-Ordinance 2024-07**

BACKGROUND:

Last month, I submitted an ordinance to regulate portable storage containers for your consideration. Staff requested that it be tabled to address concerns raised during the discussion.

Due to workload issues, I have not had the time to address the concerns raised. I am requesting that action on this Ordinance be delayed until the first quarter of 2025 to allow for further research.

Memorandum to Council

November 19th, 2024, Council Meeting

DATE: November 14th, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: **7-A-Resolution 2024-09-Appointment of William De Roos as City Manager, effective December 1, 2024.**

BACKGROUND:

Resolution 2024-09 confirms the appointment of William De Roos as City Manager, effective December 1, 2024. It also authorizes him as an authorized signer on all City financial accounts.

RECOMMENDATION:

I would recommend the approval of Resolution 2024-09 as drafted.

ATTACHMENT:

Resolution 2024-09

City of Meadowlakes

RESOLUTION NUMBER 2024-09

November 19, 2024

A RESOLUTION APPOINTING WILLIAM DE ROOS AS CITY MANAGER FOR THE CITY OF MEADOWLAKES, TEXAS, EFFECTIVE DECEMBER 1, 2024, PROVIDING A SEVERABILITY CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Meadowlakes City Manager, Johnnie Thompson, submitted his retirement effective December 31st, 2024.

WHEREAS, it is necessary that the City Council of the City of Meadowlakes, Texas, appoint a replacement City Manager effective December 1st, 2024; and

WHEREAS, the City Council of the City of Meadowlakes desires to have William De Roos serve in the capacity of City Manager.

Meanwhile, the Mayor and City Council of the City of Meadowlakes wish to appoint William De Roos as City Manager.

NOW, THEREFORE, BE RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS

Section 1. William De Roos is hereby appointed as City Manager of the City Meadowlakes, Texas, with an effective date of December 1, 2024, and shall serve at the pleasure of the City Council.

Section 2. The City Manager shall have the duties and powers referenced in Texas Local Government Code Chapter 25.029.

Section 3. The City of Meadowlakes, Texas, hereby authorizes, designates, directs, and adds the City Manager William De Roos as a designated officer and financial signatory of the City of Meadowlakes to direct payments from the Funds of the City of Meadowlakes and to act as a signatory on all accounts on deposit with its depository bank. This authorized officer is further authorized to act in all matters concerning financial institutions.

Section 4. All resolutions, or parts thereof, which are in conflict or inconsistent with any provisions of the Resolution are hereby repealed to the extent of such conflict, and provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 5. This Resolution shall be construed and enforced in accordance with the law of the State of Texas and the United States of America.

Section 6. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provisions to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without the invalid provisions

Section 7. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given in accordance with Chapter 551, Texas Government Code, as amend,

Section 8. This Resolution shall become effective immediately upon its passage.

PASSED AND APPROVED the 19th day of November, 2024.

Mark Bentley, Mayor

ATTEST:

Evan Bauer, City Secretary

Memorandum to Council

November 13, 2024, Council Meeting

DATE: November 19, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: **7-B-Memorandum of Understanding between the Meadowlakes Webworm Association and the City**

Subject:

In July, Mr. John Aaron, President of the Meadowlakes Webworm Association, briefed the Council on the Association in general and its difficulty in generating adequate funding to continue spraying for webworms in the City.

Mr. Aaron suggested generating funds for the Association by collecting a \$2 volunteer donation on the City utility bill. The donation will be strictly voluntary, and individuals may elect not to participate by deducting it from their monthly utility bill. Years ago, we had a similar arrangement when we collected a monthly donation on our utility bill for fire and EMS. This donation was discontinued when the City began funding each organization via its annual budget.

During the July meeting, you approved the addition of a \$2 donation option to the utility billing, pending legal review. A Memorandum of Understanding (MOU) has been drafted between the Association and the City, and legal counsel has approved it for your consideration. A copy of the MOU is attached for your review and feedback. As proposed, a \$2 voluntary donation will be automatically added to all utility accounts, with the option to opt-out by contacting the billing clerk or subtracting the \$2 from the billing total. The voluntary donation will be shown on the January 2025 utility bill. The funds collected will be held in escrow until the Association requests assistance with funding for spraying.

If you have any questions before the meeting, please do not hesitate to contact me.

Recommendation:

I recommend entering into the MOU with the Association as drafted. We have a few bugs to work out within the billing software, but I anticipate no significant issues with collecting and processing the voluntary donation in January.

Memorandum to Council

November 19, 2024, Council Meeting

DATE: November 13, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: **7-C-Interlocal Agreement between the City and Burnet County with resurfacing golf cart barn area**

Subject:

The City has been extremely fortunate to have the support of our County Commissioner and Commissioners' Court. With their assistance, we have successfully completed numerous projects over the past several years that would have been challenging without the County's manpower and equipment. According to specific provisions in the Texas Government Code, counties can provide manpower and equipment to other local governmental entities, with an annual limit of \$15,000 in a fiscal year.

In the past, the County has provided the necessary equipment and manpower to pave all the cart paths on the golf course. It has also helped us with other smaller projects, including paving the driveway and parking area at the wastewater treatment plant, overlaying the tennis courts, and other capital improvements. Earlier this year, they assisted in fog spraying and sealing all the cart paths on the course.

We request assistance this fiscal year to overlay the area where the existing cart barn is and abandon the tennis adjacent to it. This will allow the existing cart barn to be expanded and allow for the building of the temporary golf shop and restrooms.

While the County provides the equipment and labor for this assistance, the City is responsible for all supplies and materials used. The estimated cost for the materials is \$20,000, which will be funded from the Capital Improvements Fund.

The proposed interlocal agreement, prepared by the county's attorney and identical to those used for several years, was approved by the County on the 12th.

RECOMMENDED ACTION:

The Commissioners Court approved our request on the 12th, and I recommend you authorize me to execute the proposed interlocal agreement between the City and Burnet County for fiscal year 2025.

Sample Motion:

"I move to authorize the City Manager to execute, on behalf of the City, an interlocal agreement with Burnet County for the assistance in making repairs and improvements to the City-owned property."

ATTACHMENTS:

A draft copy of the Interlocal Agreement.

FY '25 INTER-LOCAL AGREEMENT BETWEEN
BURNET COUNTY, TEXAS
AND

THE CITY OF MEADOWLAKES, TEXAS

This Agreement is made on the _____ day of _____, 2024 by and between the COUNTY OF BURNET, a political subdivision of the State of Texas, hereinafter referred to as "BURNET COUNTY" and the CITY OF MEADOWLAKES, a municipal corporation, hereinafter referred to as the "CITY".

WHEREAS, the Inter-local Cooperation Act, Chapter 791 of the Texas Government Code authorizes units of local government to contract with one or more units of local government to perform government functions and services; and

WHEREAS, this Agreement is entered into pursuant to the authority, under the provisions of, and in accordance with, Chapters 791 of the Texas Government Code, for the performance of governmental functions and services and in accordance with Section 251.012 of the Texas Transportation Code. Specifically, this agreement concerns the application of hot mix asphalt on City owned property. BURNET COUNTY will provide manpower and equipment for the project in an amount not to exceed a value of \$15,000, per state statute; and

WHEREAS, BURNET COUNTY provides these services to the citizens of BURNET COUNTY, and has the capacity to service the needs of the public citizens within the city limits of CITY; and

WHEREAS, BURNET COUNTY and CITY have investigated and determined the project discussed in this agreement would be advantageous and beneficial to both CITY and to BURNET COUNTY as public facilities are commonly used by county residents and thus said project serves a public purpose. The Burnet County Commissioners Court deems that this project results in benefits to the county; and

WHEREAS, the governing bodies of CITY and BURNET COUNTY desire to foster goodwill and cooperation between the two entities; and

WHEREAS, CITY and BURNET COUNTY, deem it to be in the best interest of both entities to enter into this Agreement relative to the project described above and for such other and additional services as the parties may subsequently agree to by the execution of separate agreements and in consideration of the mutual covenants contained herein, CITY and BURNET COUNTY agree as follows:

SERVICES TO BE PERFORMED

CITY agrees to engage BURNET COUNTY to assist the CITY with application of hot mix asphalt at the golf cart storage area on City owned property. BURNET COUNTY will provide manpower and equipment for the project in an amount not to exceed a value of \$15,000, together with all incidental acts, procedures, and methods necessary to accomplish the ends of such project.

DURATION OF AGREEMENT

Unless mutually initiated, cancelled, or terminated earlier than thirty (30) days written notice, this Agreement shall commence on the date of execution and shall expire upon the completion of the work performed and the compensation being provided over a maximum one-year period or September 30, 2025, whichever occurs first.

COMPENSATION

BURNET COUNTY recognizes that "in kind" services shall be provided by CITY in consideration of this agreement. These "in kind" services may take place in the form of various acts and contributions. Amongst these types of services, CITY may provide excess material, equipment, manpower, or other resources it may possess for use on any COUNTY project that is deemed to serve a public purpose. Such compensation shall be provided upon request of COUNTY and upon a determination by CITY that said "in kind" services are available for use by COUNTY during the duration of this agreement. CITY's "in kind" compensation shall be limited to an amount not to exceed \$15,000 in value, per state statute.

RELATIONSHIP OF PARTIES

The parties intend that BURNET COUNTY, in performing services specified in this agreement, shall act as an independent contractor and shall have control of its work and the manner in which it is performed. Neither BURNET COUNTY, its agents, employees, volunteer help or any other person operating under this AGREEMENT, shall not be entitled to participate in any pension or other benefits that BURNET COUNTY provides its employees.

NOTICE TO PARTIES

Any notice given hereunder by either party to the other shall be in writing and may be affected by personal delivery in writing or by certified mail, return receipt requested. Notice to BURNET COUNTY shall be sufficient if made or addressed to the office of the County Judge.

Notice to CITY shall be sufficient if made or addressed to the office of its City Manager/Administrator.

MISCELLANEOUS PROVISIONS

Indemnification:

CITY and COUNTY each agree to the extent allowed by law to promptly defend, indemnify and hold each other harmless from and against any and all claims, demands, suits causes of action, and judgments for (a) damages to the loss of property of any person; and/or (b) death, bodily injury, illness, disease, loss of services, or loss of income or wages to any person, arising out of incident to, concerning or resulting from the negligent or willful act or omissions of either party and their respective agents, officers, and or employees in the performance of their activities or duties pursuant to this Agreement.

Entire Agreement

This document contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument shall be of not or effect except in a subsequent modification in writing signed both parties.

This Agreement shall be governed by and constructed in accordance with the laws of the State of Texas.

No assignment of this Agreement or of any right accrued hereunder shall be made, in whole or part, by either party without the prior written consent of the other party. Venue shall be in BURNET COUNTY, TEXAS.

The undersigned officer and/or agents of the parties hereto are the properly authorized officials of the party presented and have the necessary authority to execute this Agreement on behalf of the parties hereto and each party hereby certifies to the other that any necessary resolutions extending said authority have duly passed and approved and are now in full force and effect.

EXECUTED by the parties hereto, each respective entity actin by and through its duly authorized official as required by law, on the date specified on the multiple counterpart executed by such entity.

The City of Meadowlakes, Texas

Burnet County, Texas

BY: _____
Johnnie L. Thompson
City Manager

BY: 
James Oakley
Burnet County Judge

DATE: _____

DATE: 11/12/24

ATTEST:

City Secretary

Memorandum to Council

November 19th, 2024, Council Meeting

DATE: November 13th, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-D-Consideration on Canelleing the December 2024 meeting

BACKGROUND:

During the October Council meeting, the possible cancellation of the December 17th meeting was discussed. This agenda item was added to allow you to officially take action to cancel the meeting if you choose to do so. A simple motion recorded in the minutes will suffice.

Memorandum to Council

November 19th, 2024, Council Meeting

DATE: November 14th, 2024
TO: Honorable Mayor Bentley and Councilmembers
FROM: Johnnie Thompson, City Manager
SUBJECT: 7-E-Resolution 2024-10 – Confirming City Manager’s appointments to the City’s Building Committee

BACKGROUND:

The Council updated the 2015 International Residential Building Code to designate the City Manager as the chief building officer and to state that the City Manager appoints the members of the City’s Building Committee, subject to confirmation by the Council.

As a housekeeping item, since my tenure as City Manager will terminate on November 30, 2024, the new City Manager, Will De Roos, will have to reappoint the members of the Committee. Resolution 2024-10 reflects the reappointment of the Building based on Will De Roos’s recommendation.

RECOMMENDATION:

I recommend the approval of Resolution 2024-10 as drafted, based on Will’s recommended appointees.

Sample Motion: *“I moved to approve Resolution 2024-10, which reappoints the existing members to the City Building Committee.”*

ATTACHMENTS:

Resolution 2024-10

Letter from William De Roos requesting confirmation of his appointees to the Building Committee

City of Meadowlakes

RESOLUTION NUMBER 2024-10

November 19, 2024

A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, CONFIRMING THE CITY MANAGER'S APPOINTMENT OF MEMBERS TO THE MEADOWLAKES BUILDING COMMITTEE, CONFIRMING THE APPOINTMENT OF A DEPUTY BUILDING OFFICIAL, ESTABLISHING TERMS OF OFFICE FOR EACH, PROVIDING A SEVERABILITY CLAUSE AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Meadowlakes, Texas, Adopted the Code of Ordinances for said City on June 11, 2013, which establishes the Building Committee for said City: and

WHEREAS, the City Council revised a portion of said Code of Ordinances to incorporate revisions to the 2015 International Residential Building Code as adopted and

WHEREAS, said revisions of said Building Code require the City Council to confirm the City Manager acting in the capacity of the City's Chief Building Official, the appointment of a Deputy Building Official, and the members of the City's Building Committee as referenced below; and

WHEREAS, City Manager Johnnie Thompson is retiring on December 31, 2024, and the City Council has appointed William De Roos as City Manager, effective December 1, 2024; and

WHEREAS, William De Roos wishes to reappoint the same slate of Building Committee members as appointed by Johnnie Thompson and confirmed by the City Council on October 15, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS:

Section 1. Finding:

The above and foregoing recitals are hereby found to be true and correct and are incorporated herein as findings of fact.

Section 3. Confirmation of City Manager's Appointment:

The City Council of the City of Meadowlakes confirms the City Manager's appointment of Mr. Steve Nash as Deputy Building Official and the following citizens of the City of Meadowlakes to the Meadowlakes Building Committee. Appointees and said Chair and Vice Chair shall be appointed as

so noted and shall take office on December 1, 2024, and shall serve the term of office as indicated below:

Appointee	Place	Term	Filling Full or Unexpired Term
Mike Shaw	1	11/01/2023 – 10/31/2025	Seated – Full Term
Bob Powers (Vice Chair)	2	11/01/2024 – 10/31/2026	Reappointed - Full Term
Darren Galatas	3	11/01/2023 – 10/31/2025	New Appointee
Steve Nash (Chair)	4	11/01/2024 – 10/31/2026	Reappointment - Full Term
Anthony Sosinski	5	11/01/2023 – 10/31/2025	Seated – Full term

Section 5. Severability:

The invalidity of any part of this Resolution shall not invalidate any other part hereof. The terms and provisions of this Resolution shall be deemed to be severable. If any section, subsection, sentence, clause, or phrase of this Resolution should be declared invalid, the same shall not affect the validity of any other section, subsection, sentence, clause, or phrase of this Resolution.

Section 6. Public Notices and Open Meetings:

It is hereby officially found and determined that the meeting at which this Resolution was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Texas Open Meetings Act, *Chapter 551, Tex. Gov't Code*.

Section 7. Effective Date:

This Resolution shall become effective on December 1, 2024.

PASSED AND APPROVED on this, the 19th day of November 2024.

APPROVED:

Mark Bentley, Mayor

ATTEST:

Evan Bauer, City Secretary



177 Broadmoor
Marble Falls, Texas 78654
USA

Phone (830) 693-2951

Fax (830) 693-2124

November 14, 2024

Mayor and City Council of Meadowlakes,

I submit for your consideration and confirmation the reappointment of Mr. Steve Nash as Deputy Building Official, as well as the reappointment of the following citizen of the City of Meadowlakes to serve on the Meadowlakes Building Committee for the specific terms listed below:

Appointee	Place	Term	Filling Full or Unexpired Term
Mike Shaw	1	11/01/2023 – 10/31/2025	Seated – Full Term
Bob Powers (Vice Chair)	2	11/01/2024 – 10/31/2026	Reappointed - Full Term
Darren Galatas	3	11/01/2023 – 10/31/2025	New Appointee
Steve Nash (Chair)	4	11/01/2024 – 10/31/2026	Reappointment - Full Term
Anthony Sosinski	5	11/01/2023 – 10/31/2025	Seated – Full term

Thank you,

William De Roos