

NOTICE OF REGULAR MEETING OF THE MEADOWLAKES CITY COUNCIL TUESDAY, MARCH 8, 2016

~ REGULAR MEETING ~

Notice is hereby given that a **REGULAR COUNCIL MEETING** of the Meadowlakes City Council will be held on **Tuesday, the 8th of March, 2016** at **5:00 PM** at Meadowlakes City Hall, 177 Broadmoor, Totten Hall, 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 items.)*
4. MONTHLY STANDARD LIVE REPORTS *(Progress & Status Reports Only - Recommendations or action discussions not allowed)*
 - City Manager Activity Report - Johnnie Thompson
 - Consent Items as listed below
5. CONSENT ITEMS *(The items listed are considered to be routine and non-controversial by the Council and may be approved by one motion. No separate discussion or action on any of the items is necessary unless desired by a Council Member; at which time select item(s) may be discussed separately under consent items and separate motion(s).)*
 - A. February 9, 2016 and February 24, 2016 City Council Minutes
 - B. Ordinance Enforcement February 2016 Activity Report
 - C. Animal Control February 2016 Activity Report
 - D. Patrol Activity February 2016 Report
 - E. Vandalism/Incident February 2016 Activity Report
 - F. City Building Committee February 2016 Activity Report –
 - G. Public Works Department February 2016 Activity Report
 - H. February 2016 Financials Reports
 - I. Authorizing City Manager to transfer \$17,127 in vehicle replacement funds from the Utility Fund to the General Fund to fund a portion of the purchase of a new vehicle for the General Fund.
6. OLD BUSINESS
 - Discussion/Action: Resolution 2016-03-Adopting City Council Rules and Procedures-Mayor Raesener/City Manager Johnnie Thompson
7. NEW BUSINESS
 - A. Discussion/Action: Resolution 2016-05-Approving the Fiscal Year 2015 annual financial report (audit) -Mr. Keith Neffendorf/City Manager Johnnie Thompson
 - B. Discussion/Action: Resolution 2016-04-Approving the City of Meadowlakes investment policy. -City Manager Thompson
 - C. Presentation of Public Safety Committee report on creation of a police department.-City Manager Johnnie Thompson/Bob Brown, Chair
 - D. Discussion/Action: Variance request to allow construction of a fishing pier at 305 Meadowlakes Drive for owner David Schofman. – Public Works Director Mike Williams

8. COUNCIL & 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 salutory recognition of a public official, public employee, or other citizen, except that a discussion regarding the change in the status of the person's public employment is not an honorary or salutory recognition for the purposes of 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 people in the municipality that has arisen after the posting of the agenda.

A. The next regularly scheduled meeting will be held April 12th, 2016 at 5:00 P.M.

9. ADJOURNMENT

(The City Council of Meadowlakes 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 Section 551.*)

An agenda packet is available for public inspection at City Hall, 177 Broadmoor, Suite A, Meadowlakes, between the hours of 8:00 A.M. through 4:00 P.M. Monday through Friday.

THE PUBLIC IS INVITED TO CITY COUNCIL MEETINGS

We, the undersigned authorities, do certify that this Notice of Meeting was posted at Meadowlakes City Hall and on our website, convenient to the public, on or before March 8th, 2015 by 3:00 P.M. and remained so posted continuously for at least 72 hours immediately preceding the day of said meeting.

Mary Ann Raesener, Mayor

Loren Meiner, City Secretary

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 _____
(Above to be recorded upon removal, document retention at City Hall, date of removal will not be reposted via website)

City of Meadowlakes Workshop Minutes February 9, 2016

Identification of a quorum:

Council Members Present:

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

Staff Present:

City Manager Johnnie Thompson

Guests Present:

William Raman

The Workshop was called to Order at 3:00 P.M. by Mayor Mary Ann Raesener. The following items were discussed during the meeting with no formal action being taken by the Council.

**BRIEFING FROM MR. WILLIAM (BILL) RAMAN REGARDING TENNIS COURT RENOVATION
PARKING ISSUES
REVIEW OF JANUARY 2016 FINANCIAL CONDITION STATEMENT
PUBLIC SAFETY COMMITTEE RECOMMENDATIONS
CONCEAL/OPEN CARRY AT COUNCIL MEETINGS
SALES TAX OPTIONS**

The meeting was adjourned at 4:50 p.m.

City of Meadowlakes Stated Meeting Minutes January 9, 2016

Identification of a quorum:

Council Members Present:

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

Staff Present:

City Manager Johnnie Thompson
City Secretary Loren Meiner
Public Works Director, Mike Williams

1. 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, Alton Fields, Clancy Stephenson, and Jerry Drummond. Also present

were City Manager Johnnie Thompson, City Secretary Loren Meiner, and Public Works Director Mike William

2. PLEDGE OF ALLEGIANCE AND PRAYER:

Council Member Alton Fields led the Council and guests in the Pledge of Allegiance. Franzella Jones, resident, led the Council and guests in prayer.

3. CITIZEN COMMENTS:

Resident Steve McCannon stated that he received a knock at his door that morning from a Meadowlakes Public Works Dept. employee notifying him that a stop sign will be placed at his property at the corner of Columbine St and Quail St. Mr. McCannon wanted to know why the stop sign is needed at that specific location. Mr. McCannon suggested a speed bump instead of the stop sign. After a short Council discussion, City Manager Johnnie Thompson stated that he would postpone the new stop sign placement for one (1) month for further review.

4. MONTHLY STANDARD LIVE REPORTS:

City Manager Johnnie Thompson addressed the Council and citizens, summarizing the contents and major highlights of the January 2016 monthly reports, including the patrol hours, ordinance and parking violations.

5. CONSENT ITEMS:

- a. **January 12th, 2016 Stated City Council Meeting Minutes – Loren Meiner, City Secretary**
- b. **Ordinance Enforcement January 2016 Activity Report – Pat Preston, Ordinance Officer**
- c. **Animal Control January 2016 Activity Report - Robbie Galaway, Animal Control Officer**
- d. **Patrol Activity January 2016 Report - provided by Meadowlakes Patrol Officers**
- e. **Vandalism/Incident January 2016 Report- Loren Meiner, City Secretary**
- f. **City Building Committee January 2016 Activity Report – Blair Feller, Chairman**
- g. **Public Works Department January 2016 Activity Report - Mike Williams, PWD**
- h. **January 2016 Detailed Financials Report - Johnnie Thompson, City Manager**

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

6. ACTION ITEMS:

- a. **Action/Discussion: Public Hearing - City of Meadowlakes Hazard Mitigation Plan (Burnet County)**

Public Works Director Mike Williams provided a short presentation on Hazard Mitigation Plan. Mike stated that the City of Meadowlakes is a participating member of FEMA. The Standard Operating Procedures (SOPs) and Emergency

Operations Plans (EOPs) are in place for a large-scale disaster. The City Hall has a copy of these plans available to view. No action was taken.

b. Action/Discussion: Discussion and possible action on replat of lot 431 and lot 432 into lot 431-A (95 Pinehurst St.)

After Council discussion, Councilmember Barry Cunningham made a motion to approve the replatting of lots 432 and lots 431 into lot 431-A. Councilmember Jerry Drummond seconded the motion. It passed by a unanimous vote of the Council Members present.

c. Action/Discussion: Discussion and possible action Resolution 2016-02 – Ordering Election to be held on May 7th 2016 for the electing of two (2) Council members and the Mayor and other election related matters.

City Manager Johnnie Thompson stated that there are two open positions for council members as well as the mayor position. The last day to file for a place on the general election ballot is February 19th, 2016. He stated that Burnet County Election Administrator would be responsible for conducting the election. After brief discussion, no action was taken.

d. Action/Discussion: Discussion and possible action related to directing staff to work on parking issues and instituting the process for a sales tax referendum.

After brief discussion, Mayor Raesener requested to move on to the next action item. No action was taken.

e. Action/Discussion: Discussion and possible action Resolution 2016-01- Conceal/Open carry of firearms at City Council meetings.

After brief discussion, no action was taken.

f. Action/Discussion: Discussion and action adjourning into a closed executive session per Section 551.074 Texas Government Code to review City Manager's job performance and employee contract.

Mayor Raesener advised that the Council would be adjourning to an executive session per Section 551.074 Texas Government Code to City Manager Johnnie Thompson job performance and employee contract. The meeting was adjourned at 5:32 P.M.

g. Action/Discussion: Reconvene into open session to take action as required to the City Manager's job performance and extension of his contract.

Mayor Raesener reconvened into regular session at 5:58 P.M. Mayor Raesener stated that she and Council Members will review the contract for City Manager Johnnie Thompson, and present it for approval at a called city council meeting to be held on Feb 24th 2016 at 10:00 A.M. No action taken.

h. Action/Discussion: Discussion and possible action regarding purchase of vehicle for Ordinance Officer and/or City Manager.

City Manager Johnnie Thompson stated that the transmission has gone out on the vehicle being used by the Ordinance Enforcement Officer. A Public Works vehicle is temporarily being used. All the current City vehicles are older and have a large amount of miles. Johnnie stated that the City has funding set aside in the amount of \$17,000 for vehicle replacement. He stated that if we were to buy a used vehicle from state, the vehicle would have 100,000 or more miles on it. After discussion, Councilmember Alton Fields made a motion to approved purchasing a new vehicle for \$30,000 or less for the City Manager, and transferring the City Manager's current vehicle to the Public Works Dept. Councilmember Barry Cunningham seconded the motion. It passed by a majority vote of the Council Members present.

7. COUNCIL & MAYOR ANNOUNCEMENTS:

- a. Called City Council meeting will be held February 24th, 2016 at 10:00 A.M. City Hall**
- b. The next regularly scheduled meeting will be held March 8th, 2016 at 5:00 P.M. City Hall**

8. ADJOURNMENT: Mayor Raesener adjourned the meeting at 6:08 P.M.

Approved:

/s/ Mary Ann Raesener
Mayor, Mary Ann Raesener

Date: January 9, 2016

Attest:



/s/ Loren Meiner
City Secretary, Loren Meiner

Date: January 9, 2016

City of Meadowlakes Called Meeting Minutes February 24, 2016

1. CALL TO ORDER AND QUORUM DETERMINATION:

Mayor Mary Ann Raesener called the meeting to order at 10:00 A.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, Alton Fields, Clancy Stephenson, and Jerry Drummond. Also present was City Manager Johnnie Thompson and City Secretary Loren Meiner.

ACTION ITEMS:

2. Discussion/Action: Resolution 2016-03 – Cancelling the May 7th, 2016 Election.

After council discussion, Councilmember Mike Barry made a motion to approve Resolution 2016-03 as presented. Councilmember Alton Fields seconded the motion. It passed by a unanimous vote of the Councilmembers present.

3. Discussion/Action: Adjourning to executive closed session per Section 551.074 Texas Government Code to review City Manager's job performance and employment contract.

Mayor Raesener adjourned the Councilmembers to an executive session per Section 551.074 Texas Government Code for City Manager Johnnie Thompson's job performance and employee contract at 10:03 A.M.

4. Action: Reconvene into open session to take action related to the City Manager's job performance and extension of his contract.

Mayor Raesener reconvened the Council into regular session at 10:37 A.M. Councilmember Barry Cunningham made a motion to approve the extension of Johnnie Thompson's City Manager contract. Councilmember Mike Barry seconded the motion. It passed by a unanimous vote of the Councilmembers present. Mayor Raesener and Councilmembers thanked Johnnie Thompson for his continued service with the City.

5. Discussion/Action: Placement of "Stop" signs at the intersection of Columbine St. and Quail St.

After council discussion, Councilmember Mike Barry made a motion to table action on this item. Mike Barry suggested that City Manager Johnnie Thompson discuss different options with the Public Safety Committee before a final recommendation is made. Councilmember Alton Fields seconded the motion. It passed by a unanimous vote of the Councilmembers present.

6. Discussion/Action: Instituting “City Council Rules and Procedures.”

After council discussion, Mayor Raesener and Councilmembers stated they would like more time to review and research before making a final decision. Councilmember Mike Barry made a motion to table action until the March 2016 meeting. Councilmember Alton Fields seconded the motion. It passed by a unanimous vote of the Councilmembers present.

7. Discussion/Action: Entering into an interlocal agreement with Burnet County for assistance in modification of two water storage tank dams and paving certain areas of City owned property.

After a short statement from City Manager Johnnie Thompson; Councilmember Jerry Drummond made a motion to authorize the City Manager to enter into an interlocal agreement with Burnet County for assistance in paving and modifications to two earthen dams. Barry Cunningham seconded the motion. It passed by a unanimous vote of the Councilmembers present.

8. Discussion/Action: Additional principal payment on the City’s outstanding debt on the water storage tank.

City Manager Johnnie Thompson stated that the City’s current revenue and funding is doing well. After Council discussion, Councilmember Barry Cunningham made a motion to approve paying an additional \$25,000.00 in March. Mike Barry seconded the motion. It passed by a unanimous vote of the Councilmembers present.

9. Discussion/Action: Financial condition of the Recreation Fund (RE: Golfing Complex and Food and Beverage Operations.)

Councilmembers had a brief discussion, no action was taken.

10. Discussion/Action: Repairs to tennis courts and funding for said repairs:

Resident Bill Raman stated that he is currently in the process of raising the funds for the renovation of the tennis courts. Johnnie Thompson stated the City has \$5,000.00 in funding that can go towards the renovation. After council discussion, Councilmember Alton Fields made a motion to authorize resident Bill Ramon to go to merchants to seek contributions and place acknowledgment of donations at the courts. Mike Barry seconded the motion. It passed by a unanimous vote of the Councilmembers present.

11. CITIZEN COMMENTS:

Resident Carolyn Richmond stated that the draft is excellent; however, the City may want to add “Called Meeting” Sec 3.2 to the Special Called Meetings wording. Mrs.

Richmond suggested golfers have issues with meetings being at 10:00 AM. She also suggested we look into the rules and regulations pertaining to Sec 5.4 "Citizen Comments."

Resident Mary Wagner stated that she agreed with Carolyn Richmond. Mary stated that she does not like having to sign up to speak at least 15 minutes before meetings start. Mary also stated that she thought the Meadowlakes Restaurant is doing a great job, but thinks it is under staffed. Mary

Resident Christine Forsyth questioned why the City does not take minutes and recordings at City Council Workshops. Mrs. Forsyth thinks limiting speakers to agenda items limits a resident's ability to speak their concerns. She also does not like having to sign up 15 minutes before a meeting starts if she wants to speak.

12. ADJOURNMENT: Mayor Raesener adjourned the meeting at 11:41 P.M.

Approved:

/s/ Mary Ann Raesener **Date:** March 8, 2016
Mayor, Mary Ann Raesener

Attest:

/s/ Loren Meiner **Date:** March 8, 2016
City Secretary, Loren Meiner

Ordinance Enforcement Report
Summary
February 2016

Calls Received: Ordinance line: 9
Security Gate: 0
City Hall: 2

32 warning letters or notices were issued during the month of February:

21 letters regarding Ordinance 20-55 – trash containers visible from the street
1 letter regarding Ordinance 20-55 – debris in yard or driveway
1 letter regarding Ordinance 20-55 – limbs on property over 14 days
4 letters regarding Ordinance 22-3 – sign violation for signs being placed in City right of way
1 letter regarding Ordinance 22-3 – sign violation for having "for sale" sign on vehicle in driveway
1 letter regarding Ordinance 28-56 – vehicle, boat or trailer parked on lot
1 letter regarding Ordinance 28-56 – boat parked in driveway over 3 days
1 letter regarding Ordinance 28-56 – golf cart stored on driveway
1 letter regarding Ordinance 28-56 – trailer parked on street overnight

14 Warning tickets were issued regarding Ordinance 28-55 – for parking infractions most of which were for parking on the wrong side of street or parking on the street without a City permit

12 Verbal warnings were issued

2 Warning Notices were issued regarding Ordinance 28-55 – for parking on the street over 3 days in 7 without a City permit

Submitted by:

Pat Preston

Pat Preston
Ordinance Enforcement Officer
March 1, 2016

Animal Control Report

Meadowlakes, Texas

February, 2016

- **I removed three trapped skunks from the city.**
- **A loose dog was reported by the gate. I picked up the dog and delivered it to the Marble Falls Animal Control facility.**
- **One complaint of a pit bull dog following the lady home while she was walking. I picked him up and delivered him to the Marble Falls Animal Control facility. A lady called the next day inquiring about the dog – I told her how she could recover the dog from the pound.**
- **Two complaints were for squirrels coming onto resident's back porch and doing damage to the house.**
- **A lady complained twice about her back yard neighbor's dog digging under the fence into her back yard. I notified the dog owner and he came to reclaim the dogs. After the second time the dog owner installed an invisible fence. There has been no digging since.**
- **Multiple calls were received about a Chihuahua dog running loose at north Turkey Run. Each time the dog had left by the time I got there. Dog could belong to the ranch manager.**
- **A report was received of a large black dog running loose. The dog was gone when I arrived.**
- **One report was for bats in the house.**
- **Two dog barking complaints were received.**
- **One dead squirrel was picked up from the front gate and removed from the city.**
- **I picked up a small dog running loose at San Saba and Meadowlakes Dr. With help from Debbie at City Hall we determined the dog's address. I delivered the dog to her owner and advised the lady get the dog registered and get the tag installed.**

Robbie Galaway

Robbie Galaway

MEADOWLAKES PATROL ACTIVITY REPORT February 2016

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	Citation	Warning	Verbal	Other	NOTES	Start Mile	End mile	Total
2/1/16	Mon	Bindseil	5:00PM	9:00PM	4					Patrol, Radar	9020	9032	12
2/2/16													
2/3/16													
2/4/16	Thur	Bindseil	5:00PM	9:00PM	4					Patrol, Radar	9223	9234	11
2/5/16													
2/6/16													
2/7/16													
2/8/16													
2/9/16													
2/10/16													
2/11/16	Thur	Koenning	3:00PM	6:00PM	3		2			Monitor school bus, 2 parking violation warnings	44233	44248	15
2/11/16	Thur	Bindseil	5:00PM	9:00PM	4					Patrol, Radar	9412	9424	12
2/12/16													
2/13/16													
2/14/16													
2/15/16	Mon	Bindseil	5:00PM	9:00PM	4					Patrol, Radar	9511	9534	23
2/16/16													
2/17/16	Wed	Wilson	6:00PM	9:00PM	3					Patrol, Radar, Checked parks, checked City Hall & Club, Check boat	110421	110446	25
2/18/16													
2/19/16													
2/20/16													
2/21/16													
2/22/16	Mon	Bindseil	5:00PM	9:00PM	4					Patrol, Radar	9812	9830	16
2/23/16	Tues	Wilson	9:00 AM	2:00 PM	4.5					Patrol, Radar, Motinor stop signs 9:00AM-1:00PM Court Baliff 1:30PM-2:00PM	110446	110465	19
2/24/16													
2/25/16													
2/26/16													
2/27/16													
2/28/16													
2/29/16	Mon	Koenning	2:30PM	6:30PM	4					Monitor school bus unloading	44800	44822	22
2/29/16	Mon	Bindseil	5:00PM	9:00PM	4					Patrol, Radar	10004	10016	12

Totals

34.5

167

Building Committee Report

February-16

Authorized By: Blair Feller,
Building Committee Chairman

Approved Permits

Issued

Outstanding Under Const.

Deck			
Fence	2		
Remodel	1		4
New Home			9
Variance			
Patio Cover			
Arbor			
Swimming Pool/Hot Tub			
Play Scape			
Other- Boat Docks			1
Plat Amendment			
Consultation			
Permit Revision			

Applications Denied

Deck			
Fence			
Remodel			
New Home			
Variance			
Patio Cover			
Arbor			
Swimming Pool/Hot Tub			
Play Scape			
Other- Boat Docks			
Plat Amendment			
Consultation			
Permit Revision			

City of Meadowlakes

177 Broadmoor
Meadowlakes, Texas 78654
USA

Phone (830) 693-2951
Fax (830) 693-2124

MEMORANDUM

Date: March 2, 2016
To: Honorable Mayor and Council
From: Mike Williams, Public Works Director
Subject: Public Works Activity Report

To follow is a list of some of the activities of the PWD the past month:

1. The amount of water treated in the month of February is not yet available.
2. Tasks for the POA that were done this month include: Routine maintenance at the guard gate (weeding flower beds, mowing), mowing and cleaning of the lakeside pavilion as needed. Staff has been working on the Veterans memorial garden for the POA on the island at Meadowlakes Drive @ Fairway. Completed 1 mowing cycle of vacant lots.
3. Repair work has begun on the tennis courts. Staff has cleaned and painted the light poles and net poles. The nets have been removed in preparation for the court resurfacing. Repairs to the fencing between the tennis courts will begin today.
4. Weekly brush pickup – we would like to remind our residents to please call city hall to be put on the weekly pickup list and to review the guidelines for the items that can and cannot be picked up. We are seeing more limbs that are being put out for us to chip that are smaller than the required diameter per our ordinance. A door hangar is left at any home that have items that do not meet the requirements of the ordinance. We would encourage our residents not to leave piles of brush out for pickup until the day before the scheduled pickup.
5. Repairs to the sewage lift station on Turkey Run at Spyglass are underway. Staff will be replacing the discharge piping and installing a new pump there.
6. Training for the new water meter system from Master Meter Inc. has been completed. A representative was here for 2 days training our staff on the operation of the new software and integration with our utility billing software. We have purchased a package from Master Meter which includes meters, hardware and software after numerous problems with our previous electronic water meter system. The new system has the capability of providing a meter reading even if the transmitter in the meter should fail. We currently have 51 of the new Master Meters installed and working. We read those meters with a laptop yesterday and had no problems with the integration of the Master Meter system into our utility billing software. The system from Master Meter has a few more beneficial features than the previous system, our office staff will have access to reports for excessive water usage that are generated in the field and will be able to send those reports to our customers if needed.

7. One of our employees, Robert Sotkovski, passed the TCEQ exam for the Class C Surface Water License. Congratulations Robert. The TCEQ requires that staff that operates our treatment facilities must be licensed. The license requirements are as follows:

Class D – No experience, 20 hours of training and pass the TCEQ exam

Class C – 3 years experience, 60 hours of classroom training and pass the TCEQ exam

Class B – 5 years experience, 100 hours of classroom training and pass the TCEQ exam

Class A – 8 years experience, 160 hours of classroom training and pass the TCEQ exam

Here is a list of our licensed employees and the license(s) that they hold:

Johnnie – Class B Surface Water

Mike – Class A Water, Class B Wastewater

Scott – Class C Surface Water, Class C Wastewater

Shane – Class C Surface Water, Class C Wastewater

Robert – Class C Surface Water

All are required to begin with the Class D license. We have 2 other employees that are learning and attending training classes to be eligible to take the TCEQ Class D Water exam.

City of Meadowlakes

Items for Consideration

City Council Meeting

March 8, 2016

Consent Item 5H-February
2016 Financials Statements

Date: March 4, 2016
To: Honorable Mayor Raesener and Council Members
Agenda Item: Consent Item 5H-February 2016 Financial Statements
Requested Council Agenda Date: March 8, 2016

Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. **Place On:** ☒ Consent ☐ Old Business ☐ New Business
2. **Budget Impact Statement Attached:** ☐ Yes ☐ No ☒ N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ☐ Yes
☐ No
-

4. Background:

Attached for your review are copies of the February, 2016, financial statements. A brief review of each fund:

General Fund

The General Fund is performing better than budgeted with revenues for both the month and year-to-date being greater than those budgeted. February revenues exceed those budgeted by \$13,225 (42%) and the year-to-date revenues exceeds those budgeted by \$18,437 (5%). Operating Expenses for the Fund came in about \$5,000 (13%) less than those budgeted and Operating Expenses for the year-to-date are about \$27,000 (13.7%) less than those budgeted. Due to the purchase of the new truck the Fund total expenses were about \$25,000 greater than those budgeted. However, year-to-date expenses exceeded those budgeted by about \$3,000.

The Fund's net gain at the end of February is about \$15,000 greater than the budgeted net gain even with the purchase of the new truck. Actual cash in the bank is about \$24,000 greater than it was at the end of February 2015.

Utility Fund

The Utility Fund experienced a loss of just under \$24,000 in February which was due to the additional \$25,000 principal payment made on the water storage lease/purchase agreement with the POA.

February's revenues exceed those budgeted by nearly \$9,300 and the Fund's year-to-date revenues exceed those budgeted by just under \$21,000 mainly due to increase water sales. The Fund's expenses, even with the additional principal payment, came in about \$20,000 less for the month than was budgeted. This was mainly due to a \$37,000 water meter purchase that was budgeted but not spent. The Fund's year-to-date expenses are a little less than \$55,000 than those budgeted. This is mainly due to the budgeted but unspent water meter purchase as well as about \$20,000 in dam repairs that have not begun. It is anticipated that dam repairs will be accomplished late this month or the first of April.

While the Fund had a loss for the month, it was approximately \$40,000 less than was budgeted and the year-to-date loss is approximately \$79,000 less than that was budgeted.

The Fund actually had about \$16,000 more on deposit at the end of February than it did at the end of February last year.

Recreation Fund

The financial outlook for the Recreation Fund is better than it has been in the past few months. With approximately \$5,000 more in February revenue than January; almost entirely due to increased income from Food and Beverage (F&B). Golf related revenues remained steady with only about \$1,400 more than January.

Overall, the Fund shows a net gain of around \$10,000 for the month and a net gain of \$5,650 for the year-to-date. F&B operations reflected a net loss of just over \$300 for the month factoring in all F&B controllable expenses while backing out some of the fixed house expenses, it had a net gain of just under \$1,000. F&B for the first five months of the fiscal year reflected a net loss of just over \$19,000 with all costs factored in and backing out the fixed house expenses shows a loss of just over \$12,000. Our F&B manager is diligently working at increasing F&B sales while trying to keep costs under control.

Debt Service

Last month we made the first of two semiannual payment of the City's outstanding bonded debt. An interest payment in the amount of \$32,544 was made and an

additional interest payment of \$32,544 along with a principal payment of \$380,000 will be made in August.

The Debt Service fund is performing as expected and has just over \$26,000 more on deposit than it did at this time last year.

February Check Register

Due to requests from several Councilmembers I have attached the check register for the month of February. Most of the disbursements for the month were the normal recurring ones with the following exceptions:

General Fund-Check 15152 issued to Johnson-Sewell Ford of Marble Falls for \$30,000 for the purchase of a 2016 Ford F150.

Public Works Interest and Sinking-Check 6 to the Meadowlakes POA for \$48,491.54 which was the semiannual payment for the lease/purchase of the water storage tank plus an additional \$25,000 in principal.

Debt Service-a wire transfer to BB&T Governmental Finance \$32,543.75 for the above mention interest payment on our outstanding bonds.

City of Meadowlakes

February 2016 Financial Statements

City of Meadowlakes

Combined Balance Sheet

as of 2-29-16

	General Fund	Utility Fund	Debt Service Fund	Recreation Fund*	Total Memorandum Only
<u>ASSETS</u>					
<u>Current Assets</u>					
Cash	\$340,959	\$181,070	\$341,928	\$50,133	\$914,090
Restricted	\$0	\$944	\$0	\$0	\$944
Invested Funds	\$241,008	\$251,108	\$0	\$0	\$492,116
Total Cash	\$581,967	\$433,122	\$341,928	\$50,133	\$1,407,150
<u>Accounts Receivable</u>					
Long Term Receivables	\$0	\$0	\$141,120	\$0	\$141,120
Current Receivables & Prepaid	\$15,052	\$112,179	\$9,044	\$13,336	\$149,611
Totals Receivables	\$15,052	\$112,179	\$150,164	\$13,336	\$290,731
<u>Inventory</u>	\$0	\$76,490	\$0	\$6,001	\$82,491
<u>Total Current Assets</u>	\$597,019	\$621,791	\$492,092	\$69,470	\$1,780,372
<u>Fixed Assets</u>	\$0	\$3,740,332	\$0	\$100,109	\$3,840,441
Deferred Outflow Employee Pension	\$0	\$5,952	\$0	\$0	\$0
TOTAL ASSETS	\$597,019	\$4,368,075	\$492,092	\$169,579	\$5,626,765

City of Meadowlakes

Combined Balance Sheet

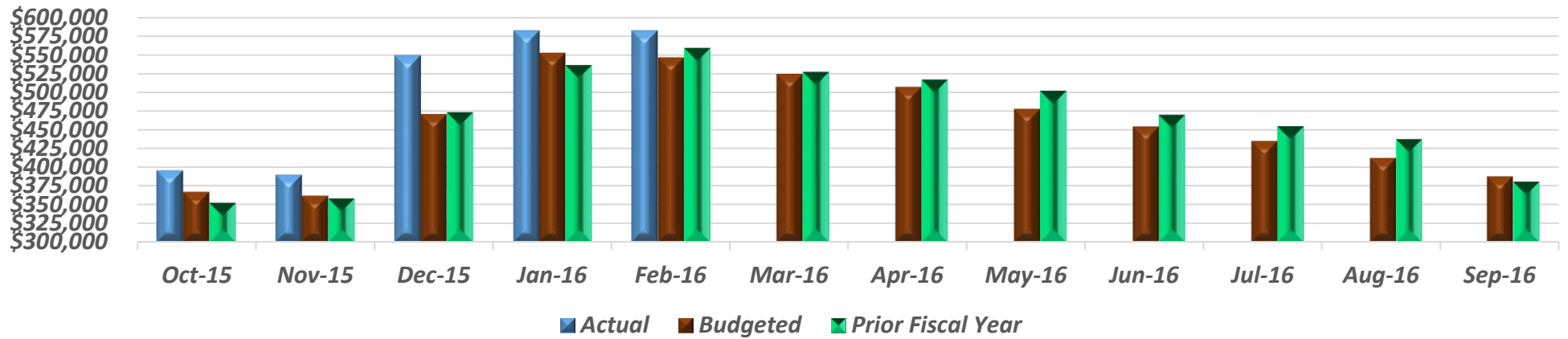
as of 2-29-16

	General Fund	Utility Fund	Debt Service Fund	Recreation Fund*	Total Memorandum Only
<u>LIABILITIES & EQUITY</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$3,811	\$25,788	\$0	\$1,776	\$31,375
Service/Deposits Payable	\$16,992	\$85,934	\$0	\$0	\$102,926
Current Portion Loan Payable		\$42,276	\$0	\$0	\$42,276
Restricted Funds	\$19,045	\$17,127	\$0	\$2,267	\$38,439
Accrued Employee Vacation		\$11,183	\$0	\$0	\$11,183
Other Liabilities	\$11,647	\$0	\$8,956	\$0	\$20,603
Prior Year Adjustments	\$0	\$275,466	\$0	\$99,677	\$375,143
Total Current Liabilities	\$51,495	\$457,774	\$8,956	\$103,720	\$621,944
<u>Long Term Liabilities</u>					
Net Pension Liability	\$0	\$14,573			
Deferred Inflow Employee Pension		\$14,481			
2013 Lease/Purchase Water Tank	\$0	\$55,268	\$0	\$0	\$55,268
Total Long Term Liabilities	\$0	\$84,322	\$0	\$0	\$84,322
					\$0
Total Liabilities	\$51,495	\$542,096	\$8,956	\$103,720	\$706,266
<u>Equity</u>					
Retained Earnings	\$282,516	\$318,296	\$0	-\$23,804	\$577,009
Fund Balance	\$83,493	\$184,965	\$154,965	-\$109,469	\$313,954
Reserved for Inventories	\$0	\$21,711	\$0	\$0	\$21,711
Fixed Assets	\$0	\$3,316,343	\$0	\$76,084	\$3,392,427
Other Funds	\$0	\$0	\$0	\$0	\$0
Net Income	\$179,514	-\$15,337	\$328,172	\$5,650	\$497,998
Total Equity	\$545,523	\$3,825,978	\$483,136	-\$51,538	\$4,803,099
TOTAL LIABILITIES & EQUITY	\$597,018	\$4,368,073	\$492,092	\$52,182	\$5,509,365

(Note: Difference in assets vs liabilities due to rounding.)

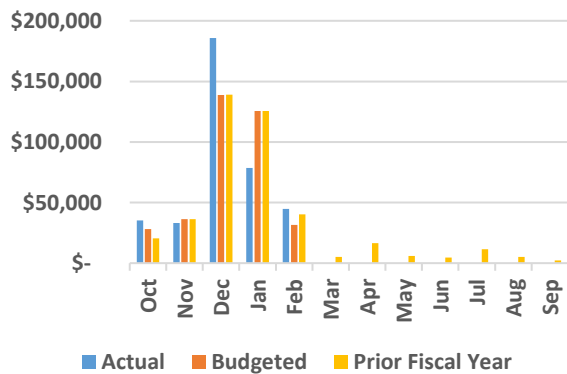
*Recreation Fund is not correctly depicted due to errors in Hidden Falls Balance Sheet

General Fund Cash Flow

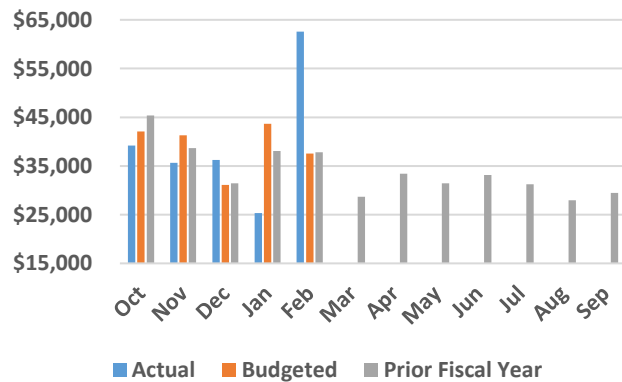


	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
Beginning Cash	\$380,746	\$395,687	\$389,821	\$ 548,899								
Cash Inflow	\$57,433	\$33,070	\$193,184	\$ 78,628								
Cash Outflow	\$42,492	\$38,936	\$34,106	\$ 34,123								
Ending Cash	\$395,687	\$389,821	\$548,899	\$593,404								
Increase/(Decrease) in Cash Since First of FY	\$ 14,941	\$ (5,866)	\$ 159,078	\$ 44,505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

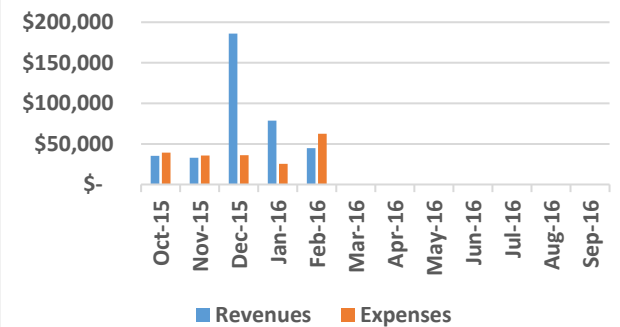
General Fund Income



General Fund Expenses



General Fund Revenues vs Expenses



City of Meadowlakes
Profit & Loss Budget vs. Actual
General Fund
Jan. 2016

	Feb-16	Budgeted Feb 16	Year-to-date	Budget Year- to-date
Ordinary Income/Expense				
Income				
05-4120 · Ad Valorem Tax	\$38,258	\$29,580	\$321,861	\$325,032
05-4121 · Franchise Fees	\$5,745	\$1,250	\$51,793	\$30,875
05-4180 · Liquor Tax	\$0	\$0	\$556	\$600
05-4200 · City Bldg Permits	\$590	\$225	\$2,210	\$1,275
05-4300 · Judicial	\$50	\$325	\$995	\$1,005
Total 05-4600 · Miscellaneous	\$162	\$200	\$915	\$1,105
Total Income	\$44,805	\$31,580	\$378,329	\$359,892
Expense				
5001 · Employee Expenses	\$16,037	\$15,883	\$89,338	\$93,693
5010 · Administrative Expenses	\$4,749	\$11,179	\$19,295	\$30,902
5020 · Insurance Expense	\$650	\$0	\$4,985	\$5,925
5030 · Judicial Expense	\$650	\$442	\$4,390	\$6,306
5040 · Building and Facility Operation	\$592	\$882	\$3,313	\$5,418
6010 · Ordinance Enforcement	\$940	\$1,324	\$5,938	\$6,742
6020 · Animal Control	\$649	\$757	\$3,469	\$4,110
6030 · Traffic Control	\$1,433	\$1,171	\$7,656	\$7,080
6050 · Contract Emergency Service	\$5,886	\$5,895	\$29,431	\$34,475
05-8500 · Transfers Out	\$1,000	\$0	\$1,000	\$1,000
05-8700 · Capital Expenditure over \$5,000	\$30,000	\$0	\$30,000	\$0
Total Expense	\$62,585	\$37,533	\$198,815	\$195,651
Net Profit	-\$17,780	-\$5,953	\$179,514	\$164,241

City of Meadowlakes
Profit & Loss Budget vs. Actual
General Fund
Jan. 2016

	Feb-16	Budgeted Feb 16	Year-to-date	Budget Year- to-date
Income				
05-4120 · Ad Valorem Tax	\$38,258	\$29,580	\$321,861	\$325,032
05-4121 · Franchise Fees				
05-4140 · PEC Franchise Tax		\$0	\$18,743	\$19,875
05-4160 · Cable Franchise Tax	\$4,357	\$0	\$30,196	\$8,500
05-4170 · Telephone Franchise Tax	\$1,388	\$1,250	\$2,854	\$2,500
05-4121 · Franchise Fees - Other	\$0	\$0	\$0	\$0
Total 05-4121 · Franchise Fees	\$5,745	\$1,250	\$51,793	\$30,875
05-4180 · Liquor Tax	\$0	\$0	\$556	\$600
05-4200 · City Bldg Permits				
05-4220 · Home Permits	\$0	\$100	\$800	\$600
05-4240 · Remodeling Permits	\$150	\$50	\$250	\$250
05-4260 · Fence & Decks Permits	\$200	\$50	\$650	\$250
05-4290 · Misc. Bldg Revenue	\$240	\$25	\$510	\$175
Total 05-4200 · City Bldg Permits	\$590	\$225	\$2,210	\$1,275
05-4300 · Judicial				
05-4320 · Court Costs	\$0	\$300	\$0	\$900
05-4340 · Court Fines	\$50	\$0	\$995	\$0
05-4380 · Administrative Fee	\$0	\$25	\$0	\$105
Total 05-4300 · Judicial	\$50	\$325	\$995	\$1,005
05-4460 · Interest - Investments	\$0	\$0	\$1	\$0
05-4620 · Pet Registration Fee	\$80	\$175	\$630	\$950
05-4630 · Miscellaneous	\$82	\$25	\$285	\$155
Total 05-4600 · Miscellaneous	\$162	\$200	\$915	\$1,105
Total Income	\$44,805	\$31,580	\$378,329	\$359,892
Gross Profit	\$44,805	\$31,580	\$378,329	\$359,892
Expense				
5000 · Administrative Expenses				
5001 · Employee Expenses				
05-6000 · Employee Expenditures				
05-6010 · Salary - Exempt	\$7,285	\$7,285	\$42,067	\$42,070
05-6015 · Salary - Non-exempt Employ	\$4,906	\$5,462	\$29,151	\$30,038
05-6025 · FICA/Medicare	\$933	\$1,000	\$5,594	\$6,120
05-6027 · Longevity Pay	\$0	\$0	\$2,215	\$3,000
05-6030 · Reserve - Payroll	\$0	\$0	\$0	\$0
05-6040 · Retirement	\$177	\$260	\$1,137	\$1,460

City of Meadowlakes
Profit & Loss Budget vs. Actual
General Fund
Jan. 2016

	Feb-16	Budgeted Feb 16	Year-to-date	Budget Year- to-date
05-6045 · Health Insurance	\$1,676	\$1,743	\$7,172	\$8,715
05-6046 · Disability	\$0	\$0	\$106	\$0
05-6070 · Unemployment Reserve Exp.	\$1,000	\$0	\$1,000	\$1,000
05-6071 · Training & Travel	\$0	\$50	\$133	\$500
05-6072 · Dues and Memberships	\$0	\$0	\$500	\$375
05-6075 · Miscellaneous	\$60	\$83	\$263	\$415
Total 05-6000 · Employee Expenditures	<u>\$16,037</u>	<u>\$15,883</u>	<u>\$89,338</u>	<u>\$93,693</u>
Total 5001 · Employee Expenses	\$16,037	\$15,883	\$89,338	\$93,693
5010 · Administrative Expenses				
05-5000 · Property Tax Collection Expense				
05-5020 · Quarterly Expense	\$2,906	\$0	\$5,813	\$6,000
05-5040 · Collection Expense	\$0	\$63	\$0	\$374
05-5000 · Property Tax Collection Expense -	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total 05-5000 · Property Tax Collection Expense	\$2,906	\$63	\$5,813	\$6,374
05-5100 · City Building Committee				
05-5180 · Miscellaneous/Supplies	\$0	\$40	\$135	\$0
05-5100 · City Building Committee - Other	<u>\$0</u>	<u></u>	<u>\$0</u>	<u>\$120</u>
Total 05-5100 · City Building Committee	\$0	\$40	\$135	\$120
05-5500 · Flood Plain/Emergency Mgt.	\$0	\$100	\$0	\$800
05-6100 · Professional Services				
05-6110 · City Attorney-General	\$0	\$250	\$255	\$1,250
05-6305 · Audit	\$0	\$4,000	\$0	\$4,000
05-6310 · Election	\$0	\$0	\$0	\$0
05-6366 · Codification	<u>\$0</u>	<u>\$3,750</u>	<u>\$0</u>	<u>\$3,750</u>
Total 05-6100 · Professional Services	\$0	\$8,000	\$255	\$9,000
05-6320 · Office Expense/Supplies	\$374	\$291	\$1,085	\$1,455
05-6325 · Lease-Copier	\$246	\$320	\$1,427	\$1,560
05-6326 · Office Equipment Repair & Maint	\$0	\$0	\$7,368	\$150
05-6327 · Cap Exp Under \$5000	\$0	\$2,000	\$0	\$7,500
05-6330 · Postage	\$17	\$145	\$86	\$735
05-6340 · Memberships-Variou	\$0	\$0	\$675	\$600
05-6350 · Telephone	\$75	\$54	\$288	\$270
05-6355 · Miscellaneous	\$596	\$166	\$1,627	\$838
05-6365 · Website Hosting & Upgrade	<u>\$535</u>	<u>\$0</u>	<u>\$535</u>	<u>\$1,500</u>
Total 5010 · Administrative Expenses	\$4,749	\$11,179	\$19,295	\$30,902
5020 · Insurance Expense				
05-6050 · Insurance - Worker's Comp	\$0	\$0	\$697	\$1,200
05-6210 · Liability	\$0	\$0	\$949	\$1,000
05-6220 · Crime	\$0	\$0	\$319	\$525
05-6230 · Errors & Omissions	<u>\$0</u>	<u>\$0</u>	<u>\$3,020</u>	<u>\$3,200</u>

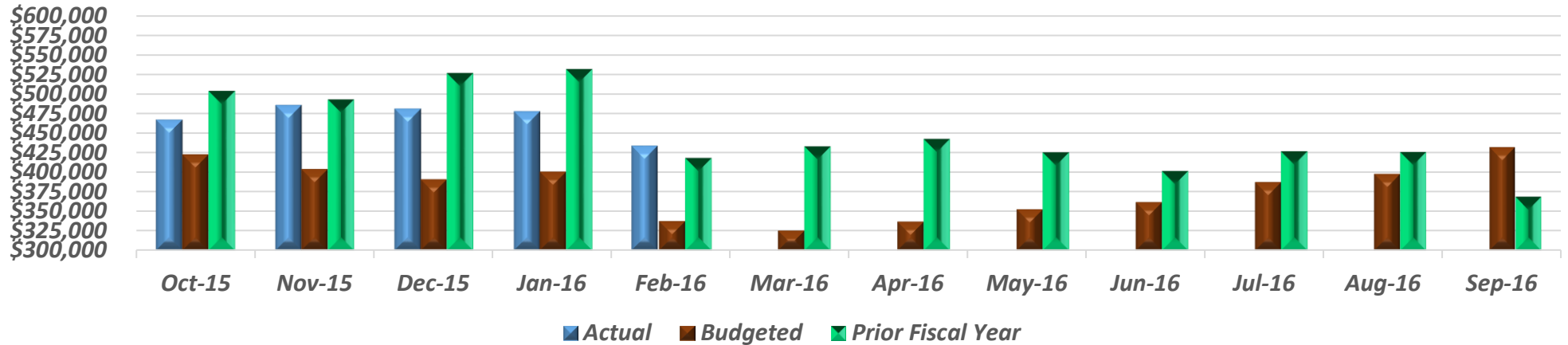
City of Meadowlakes
Profit & Loss Budget vs. Actual
General Fund
Jan. 2016

	Feb-16	Budgeted Feb 16	Year-to-date	Budget Year- to-date
Total 5020 · Insurance Expense	\$0	\$0	\$4,985	\$5,925
5030 · Judicial Expense				
05-5705 · Education	\$0	\$0	\$200	\$250
05-5710 · Membership	\$0	\$0	\$40	\$150
05-5720-Prosecuting Attorney	\$600	\$200	\$600	\$700
05-5725 · Court Software	\$0	\$0	\$3,500	\$4,000
05-5727 · Office Lease - Judge	\$0	\$200	\$0	\$1,000
05-5730 · Administrative Expense	\$50	\$42	\$50	\$206
Total 5030 · Judicial Expense	\$650	\$442	\$4,390	\$6,306
5040 · Building and Facility Operation				
05-6360 · Office Maintenance-Cleaning	\$260	\$300	\$1,040	\$1,500
05-6410 · Maintenance & Repair	\$85	\$291	\$195	\$1,455
05-6420 · Electric Service	\$247	\$291	\$1,212	\$1,463
05-6430 · Ins-Real Estate & Pers Prop	\$0	\$0	\$866	\$1,000
Total 5040 · Building and Facility Operation	\$592	\$882	\$3,313	\$5,418
Total 5000 · Administrative Expenses	\$22,028	\$28,386	\$121,321	\$142,244
6000 · Public Safety				
6010 · Ordinance Enforcement				
05-5225 · Ordinance Employee	\$856	\$1,050	\$4,696	\$5,210
05-5226 · Ordinance FICA/Med	\$66	\$83	\$359	\$419
05-5228 · Insurance - Worker's Comp	\$0	\$0	\$60	\$150
05-5230 · Ordinance Misc. Exp.	\$18	\$0	\$116	\$0
05-5274 · Mileage	\$0	\$133	\$391	\$669
05-5277 · Insurance - Auto Liability	\$0	\$0	\$283	\$294
05-5280 · Supplies/Miscellaneous	\$0	\$58	\$33	\$0
Total 6010 · Ordinance Enforcement	\$940	\$1,324	\$5,938	\$6,742
6020 · Animal Control				
05-5320 · Contract Agreement	\$633	\$633	\$3,167	\$3,165
05-5340 · Ins-Worker's Comp	\$0	\$0	\$315	\$325
05-5360 · Pet Holding Fee/Rabies	\$0	\$62	-\$60	\$310
05-5380 · Supplies/Miscellaneous	\$16	\$62	\$47	\$310
Total 6020 · Animal Control	\$649	\$757	\$3,469	\$4,110
6030 · Traffic Control				
05-5610 · Salary & Wages	\$1,331	\$1,038	\$6,010	\$5,190
05-5615 · FICA/Med	\$102	\$83	\$484	\$415
05-5620 · Ins-Worker's Comp	\$0	\$0	\$391	\$575
05-5630 · Ins-Law Enf Liability	\$0	\$0	\$765	\$800
05-5650 · Misc. Traffic Control Exp.	\$0	\$50	\$6	\$100

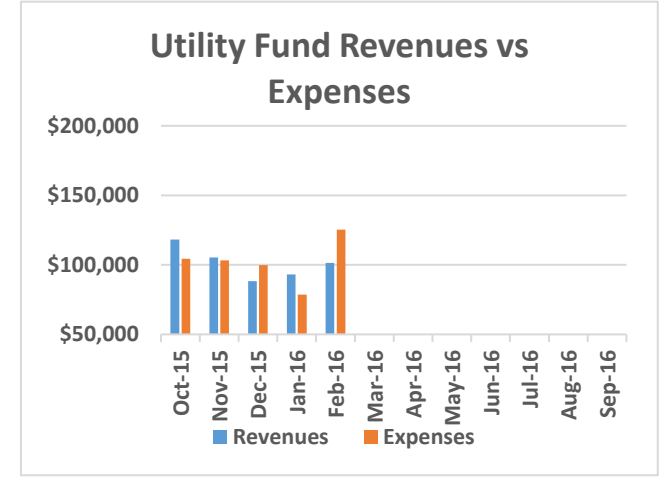
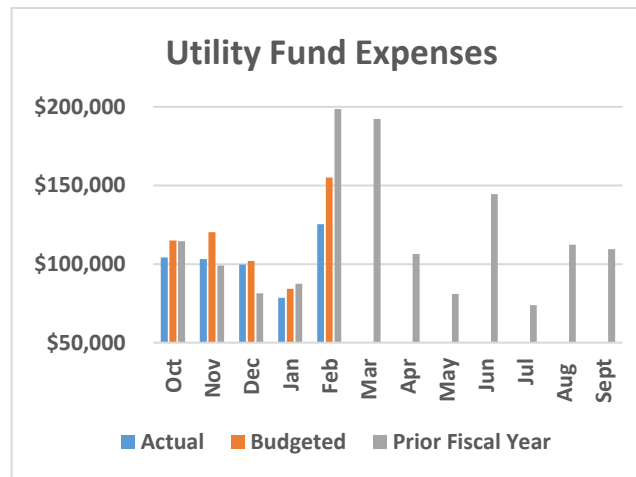
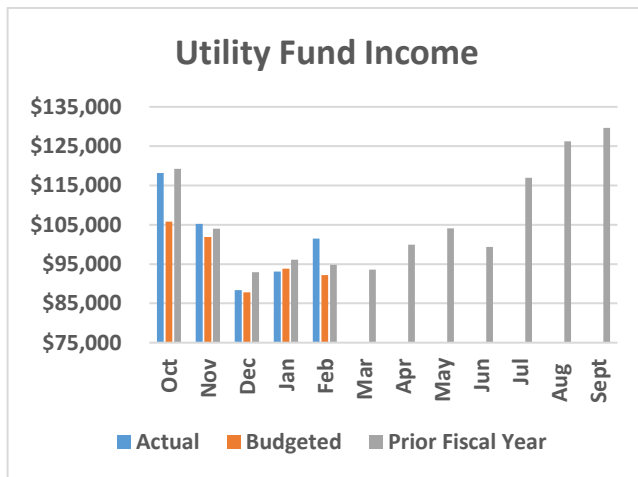
City of Meadowlakes
Profit & Loss Budget vs. Actual
Gneral Fund
Jan. 2016

	Feb-16	Budgeted Feb 16	Year-to-date	Budget Year- to-date
Total 6030 · Traffic Control	\$1,433	\$1,171	\$7,656	\$7,080
6050 · Contract Emergency Service				
05-6610 · Marble Falls EMS	\$2,792	\$2,791	\$13,958	\$13,955
05-6620 · Marble Falls Fire	\$3,094	\$3,104	\$15,473	\$20,520
Total 6050 · Contract Emergency Service	\$5,886	\$5,895	\$29,431	\$34,475
Total 6000 · Public Safety	\$8,907	\$9,147	\$46,494	\$52,407
Total Expense	\$30,935	\$37,533	\$167,815	\$194,651
Net Ordinary Income	\$13,870	-\$5,953	\$210,514	\$165,241
Other Income/Expense				
Other Expense				
7000 · Non-Operating Expense				
05-8500 · Transfers Out				
05-8501 · Transfer to PWD Fund	\$500	\$0	\$500	\$500
05-8502 · Transfer to RCC Fund	\$500	\$0	\$500	\$500
05-8520 · Contingency Fund Exp.	\$0	\$0	\$0	\$0
Total 05-8500 · Transfers Out	\$1,000	\$0	\$1,000	\$1,000
05-8700 · Capital Expenditure over \$5,000	\$30,000	\$0	\$30,000	\$0
Total 7000 · Non-Operating Expense	\$31,000	\$0	\$31,000	\$1,000
Total Other Expense	\$31,000	\$0	\$31,000	\$1,000
Net Other Income	-\$31,000	\$0	-\$31,000	-\$1,000
Net Income	-\$17,130	-\$5,953	\$179,514	\$164,241

Utility Fund Cash Flow



	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
Beginning Cash	\$431,518	\$466,252	\$484,900	\$480,133	\$477,167							
Cash Inflow	\$181,543	\$148,719	\$103,668	\$99,496	\$91,738							
Cash Outflow	\$146,809	\$130,071	\$108,435	\$102,462	\$135,783							
Ending Cash	\$466,252	\$484,900	\$480,133	\$477,167	\$433,122							
Increase/(Decrease) in Cash Since First of FY	\$ 34,734	\$ 53,382	\$ 48,615	\$ 45,649	\$ 1,604		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
Jan. 2016

	Feb 16	Budget Feb 16	Year to Date	Budget Year to Date
<u>Income</u>				
5010 · Water Revenue	\$ 33,479	\$ 25,319	\$ 165,398	\$ 146,672
5020 · Sewer Revenues	\$ 42,547	\$ 42,184	\$ 211,278	\$ 209,643
5030 · Garbage Revenue	\$ 17,070	\$ 16,645	\$ 84,389	\$ 83,225
5110 · Contract Services	\$ 7,083	\$ 7,083	\$ 35,417	\$ 35,416
5120 · Water Connect Fee Revenue	\$ -	\$ -	\$ 2,475	\$ 875
5130 · Sewer Connect Fee Revenue	\$ -	\$ -	\$ 2,175	\$ 725
5140 · Transfer Fee	\$ 200	\$ 75	\$ 900	\$ 1,050
5150 · Penalty & Interest Earned	\$ 575	\$ 566	\$ 3,702	\$ 3,253
5170 · Miscellaneous Revenues	\$ 34	\$ 325	\$ 131	\$ 1,625
5181 · Non-Rev-Xfer In-General Fund	\$ 500	\$ -	\$ 500	\$ -
5200 · Interest earned on Investments	\$ 2	\$ -	\$ 8	\$ -
Total Income	<u>\$ 101,490</u>	<u>\$ 92,197</u>	<u>\$ 506,373</u>	<u>\$ 482,484</u>
Gross Profit	\$ 101,490	\$ 92,197	\$ 506,373	\$ 482,484
<u>Expense</u>				
Total 6111 · Other Employee Expenses	\$ 34,786	\$ 34,147	\$ 190,868	\$ 203,916
Total 6200 · Administrative Expenses	\$ 1,691	\$ 2,265	\$ 29,698	\$ 30,765
6300 · Operating Expenses				
Total 6301 · Water Treatment Operational	\$ 3,092	\$ 42,625	\$ 43,440	\$ 68,725
Total 6302 · Wastewater Operational Exp	\$ 4,164	\$ 7,060	\$ 25,454	\$ 38,290
Total 6303 · Other Operational Expenses	\$ 3,097	\$ 15,466	\$ 32,975	\$ 60,938
Total 6500 · Solid Waste Collection' Exp	<u>\$ 14,900</u>	<u>\$ 14,917</u>	<u>\$ 74,950</u>	<u>\$ 74,581</u>
Total Operating Expnese	\$ 25,253	\$ 80,068	\$ 176,819	\$ 242,534
Total 8200 · Transfer to Other Funds	\$ 15,166	\$ 15,166	\$ 75,834	\$ 75,834
Total 9140 · 2013 I&S Expenses	<u>\$ 48,491</u>	<u>\$ 23,489</u>	<u>\$ 48,491</u>	<u>\$ 23,489</u>
Total Expenses	\$ 125,387	\$ 155,135	\$ 521,710	\$ 576,538
Net Income	<u>\$ (23,897)</u>	<u>\$ (62,938)</u>	<u>\$ (15,337)</u>	<u>\$ (94,054)</u>

City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
Jan. 2016

	Feb 16	Budget Feb 16	Year to Date	Budget Year to Date
<u>Expense</u>				
6100 · Employee Expenses				
6110 · Salaries & Wages				
6410 · Salaries Exempt Employees	\$ 5,027	\$ 5,298	\$ 27,646	\$ 29,137
6415 · Salaries & Wages-Non-Exempt	\$ 19,284	\$ 20,075	\$ 105,828	\$ 110,430
6416 · Overtime & Standby Pay	\$ 937	\$ 900	\$ 6,198	\$ 5,125
6417 · Longevity Pay-Exempt/Non-Exempt	\$ -	\$ -	\$ 4,653	\$ 6,400
Total 6110 · Salaries & Wages	\$ 25,248	\$ 26,273	\$ 144,325	\$ 151,092
6111 · Other Employee Expenses				
6116 · Unemployment Expense	\$ 1,750	\$ -	\$ 1,750	\$ 1,750
6120 · FICA Expense	\$ 1,931	\$ 2,000	\$ 11,041	\$ 11,400
6140 · Worker's Compensation Insurance	\$ -	\$ -	\$ 8,474	\$ 10,000
6150 · Employee Insurance Expenses	\$ 4,656	\$ 4,833	\$ 17,834	\$ 24,165
6160 · Employee Retirement Expense	\$ 366	\$ 500	\$ 2,242	\$ 2,750
6170 · Employee Uniform Expense	\$ 508	\$ 291	\$ 1,799	\$ 1,459
6180 · Employee Training & Travel Exp	\$ 327	\$ 250	\$ 3,178	\$ 1,300
6560 · Miscellaneous Employee Expenses	\$ -	\$ -	\$ 225	\$ -
Total 6111 · Other Employee Expenses	\$ 9,538	\$ 7,874	\$ 46,543	\$ 52,824
Total 6100 · Employee Expenses	\$ 34,786	\$ 34,147	\$ 190,868	\$ 203,916
6200 · Administrative Expenses				
6210 · Auditing Expense	\$ -	\$ -	\$ -	\$ -
6225 · Misc. Dues & Fees				
6226 · TECQ Fees	\$ 50	\$ -	\$ 3,374	\$ 3,500
6227 · Other Misc. Dues & Fees	\$ 125	\$ 150	\$ 250	\$ 900
Total 6225 · Misc. Dues & Fees	\$ 175	\$ 150	\$ 3,624	\$ 4,400
6235 · Computer/Office Equip R&M	\$ -	\$ -	\$ 1,991	\$ 1,200
6240 · Software Update	\$ 750	\$ 500	\$ 1,995	\$ 1,500
6250 · Office Supplies	\$ 69	\$ 300	\$ 1,173	\$ 1,600
6255 · Postage Expense	\$ 51	\$ 750	\$ 1,151	\$ 2,250
6260 · Telephone Expense	\$ 517	\$ 485	\$ 2,071	\$ 2,405
6270 · Insurance - GL & Property	\$ -	\$ -	\$ 16,716	\$ 16,500
6280 · Bad Debts	\$ -	\$ -	\$ -	\$ 500
6282 · Administrative-Miscellaneous	\$ 129	\$ 80	\$ 977	\$ 410
Total 6200 · Administrative Expenses	\$ 1,691	\$ 2,265	\$ 29,698	\$ 30,765
6300 · Operating Expenses				
6301 · Water Treatment Operational Exp				
6305 · Water Treatment Electrical	\$ 2,261	\$ 2,100	\$ 11,876	\$ 13,100
6310 · Heating Fuel-WTP		\$ 500	\$ 102	\$ 1,000
6314 · R&M-Plant & Pump Station	\$ 36	\$ 1,000	\$ 2,277	\$ 4,500

City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
Jan. 2016

	Feb 16	Budget Feb 16	Year to Date	Budget Year to Date
6316 · WTP Chemical Expense	\$ 673	\$ 275	\$ 8,268	\$ 5,375
6320 · Water Outside Testing Expense	\$ 122	\$ 250	\$ 1,120	\$ 1,250
6328 · Distribution Repair & Maint.	\$ -	\$ 500	\$ 3,039	\$ 2,000
6355 · Meter Purchased	\$ -	\$ 37,000	\$ 16,758	\$ 40,000
6360 · Tap Materials-Water	\$ -	\$ 1,000	\$ -	\$ 1,500
Total 6301 · Water Treatment Operational Exp	\$ 3,092	\$ 42,625	\$ 43,440	\$ 68,725
6302 · Wastewater Operational Expenses				
6304 · Wastewater Electrical	\$ 2,122	\$ 2,580	\$ 10,416	\$ 12,900
6311 · Propane-Wastewater	\$ -	\$ 500	\$ 232	\$ 1,000
6317 · WWTP Chemicals	\$ 274	\$ -	\$ 1,877	\$ 2,700
6318 · Outside Testing Wastewater	\$ 112	\$ 230	\$ 534	\$ 1,140
6321 · Collection System R&M			\$ 498	
63212 · Lift Station Repairs		\$ -	\$ -	\$ 2,500
6321 · Collection System R&M - Other		\$ -	\$ -	\$ 300
Total 6321 · Collection System R&M	\$ -	\$ -	\$ 498	\$ 2,800
6322 · Irrigation Maintenance Expense	\$ -	\$ -		\$ -
6324 · Irrigation Electric Subsidy	\$ 664	\$ 1,250	\$ 3,989	\$ 6,250
6327 · WWTP Repair & Maintenance	\$ 992	\$ 2,500	\$ 7,908	\$ 11,500
Total 6302 · Wastewater Operational Expenses	\$ 4,164	\$ 7,060	\$ 25,454	\$ 38,290
6303 · Other Operational Expenses				
63031 · Repair & Maintenance-Other				
6329 · R&M-Building/Misc.	\$ 1,177	\$ 1,000	\$ 5,898	\$ 5,000
63291 · Drainage Repair & Maintenance	\$ -	\$ 5,000	\$ 1,050	\$ 17,500
6654 · Engineering Study	\$ -	\$ -	\$ -	\$ -
Total 63031 · Repair & Maintenance-Other	\$ 1,177	\$ 6,000	\$ 6,948	\$ 22,500
6330 · Vehicle Repair & Maintenance	\$ 87	\$ 575	\$ 6,031	\$ 2,925
6335 · Machinery Repair & Maintenance	\$ 393	\$ 1,250	\$ 3,683	\$ 6,250
6340 · Vehicle & Machinery Fuel				
6341 · Vehicle Fuel	\$ 614	\$ 1,166	\$ 3,503	\$ 5,838
6342 · Machinery Fuel	\$ -	\$ 625	\$ 1,202	\$ 2,875
Total 6340 · Vehicle & Machinery Fuel	\$ 614	\$ 1,791	\$ 4,705	\$ 8,713
6345 · Equipment Lease/Rental	\$ -	\$ -		\$ -
6350 · Miscellaneous Operational Exp.	\$ 826	\$ 500	\$ 1,280	\$ 1,500
6365 · Small Tools	\$ -	\$ 350	\$ 1,008	\$ 1,550
6550 · Assets Purchased	\$ -	\$ 5,000	\$ 9,320	\$ 17,500
Total 6303 · Other Operational Expenses	\$ 3,097	\$ 15,466	\$ 32,975	\$ 60,938
Total 6300 · Operating Expenses	\$ 10,353	\$ 65,151	\$ 101,869	\$ 167,953

City of Meadowlakes-Utility Fund
Profit & Loss Budget vs. Actual
Jan. 2016

	<u>Feb 16</u>	<u>Budget Feb 16</u>	<u>Year to Date</u>	<u>Budget Year to Date</u>
6500 · Solid Waste Collection Expenses				
6510 · Garbage Service Expense	\$ 14,900	\$ 14,917	\$ 74,950	\$ 74,581
Total 6500 · Solid Waste Collection' Expenses	<u>\$ 14,900</u>	<u>\$ 14,917</u>	<u>\$ 74,950</u>	<u>\$ 74,581</u>
8200 · Transfer to Other Funds				
8220 · Transfer to Debt Service Fund	\$ 8,083	\$ 8,083	\$ 40,417	\$ 40,417
8240 · Transfer to RCC Fund	\$ 7,083	\$ 7,083	\$ 35,417	\$ 35,417
Total 8200 · Transfer to Other Funds	<u>\$ 15,166</u>	<u>\$ 15,166</u>	<u>\$ 75,834</u>	<u>\$ 75,834</u>
Total Expense	<u>\$ 76,896</u>	<u>\$ 131,646</u>	<u>\$ 473,218</u>	<u>\$ 553,049</u>
Net Ordinary Income	\$ 24,594	\$ (39,449)	\$ 33,154	\$ (70,565)
Other Expense				
9140 · 2013 I&S Expenses				
9141 · 2013 I&S Principal	\$ 47,272	\$ 22,270	\$ 47,272	\$ 22,270
9142 · 2013 I&S Interest	\$ 1,219	\$ 1,219	\$ 1,219	\$ 1,219
Total 9140 · 2013 I&S Expenses	<u>\$ 48,491</u>	<u>\$ 23,489</u>	<u>\$ 48,491</u>	<u>\$ 23,489</u>
Total Expenses	<u>\$ 125,387</u>	<u>\$ 155,135</u>	<u>\$ 521,710</u>	<u>\$ 576,538</u>
Net Fund Gain/(Loss)	<u>\$ (23,897)</u>	<u>\$ (62,938)</u>	<u>\$ (15,337)</u>	<u>\$ (94,054)</u>

RECREATION FUND CASH FLOW

	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16
Beginning Cash	\$ 53,775	\$ 59,551	\$ 21,895	\$ 35,191	\$ 32,375
Cash In	\$ 76,401	\$ 62,457	\$ 88,955	\$ 72,300	\$ 76,390
Cash Out	\$ 64,110	\$ 97,772	\$ 75,945	\$ 71,642	\$ 58,632
Payable	\$ 6,515	\$ 2,341	\$ (286)	\$ 3,474	\$ -
Ending Cash	\$ 59,551	\$ 21,895	\$ 35,191	\$ 32,375	\$ 50,133

Difference Beg FY to Current **\$ (3,642)**

Recreation & Country Club Division

Profit & Loss

Jan 2016

	<u>Oct-Dec 15</u>	<u>Jan 16</u>	<u>Feb-16</u>	<u>Y-T-D</u>
Pre Paid				
Family	\$3,204	\$1,068	\$1,313	\$5,585
Couple	\$8,632	\$2,656	\$2,656	\$13,944
Single	\$19,065	\$5,425	\$5,425	\$29,915
Social	\$1,600	\$400	\$360	\$2,360
Gold Key	\$1,191	\$264	\$132	\$1,587
Maintenance/Medical	\$1,120	\$320	\$352	\$1,792
Non-Resident	\$3,309	\$1,130	\$1,019	\$5,458
Silver Key	\$3,360	\$1,050	\$945	\$5,355
Trail Fees	\$15,173	\$4,824	\$4,648	\$24,645
Miscellaneous	\$0	\$0	\$99	\$99
Tennis/Swim	\$255	\$43	\$43	\$341
Lifetime	\$4,500	\$1,350	\$1,350	\$7,200
Total Pre-Paid	\$61,409	\$18,530	\$18,342	\$79,939
Golf Shop Revenues				
Cart Rentals	\$17,355	\$3,079	\$3,816	\$24,250
Green Fees	\$37,729	\$11,341	\$14,463	\$63,533
Merchandise	\$12,996	\$2,500	\$3,840	\$19,336
Range	\$5,612	\$1,712	\$2,056	\$9,380
Handicap Service	\$0	\$4,830	\$390	\$5,220
Tournaments	\$33	(\$81)	\$3	(\$45)
Total Golf Shop Revenues	\$73,725	\$23,381	\$24,568	\$121,674
Tennis/Swimming Revenue	\$89	\$0	\$4	\$93
Food and Beverage Revenue				
Food Sales	\$52,284	\$15,900	\$17,000	\$85,184
Beverage Sales	\$2,950	\$1,050	\$1,218	\$5,218
Beer Sales	\$10,056	\$2,638	\$4,604	\$17,298
Liquor Sales	\$6,203	\$1,373	\$1,989	\$9,565
Wine Sales	\$2,959	\$1,093	\$1,194	\$5,246
Total Food and Beverage Revenue	\$74,452	\$22,054	\$26,005	\$122,511
Interest/Miscellaneous Earned	\$2	\$0	\$0	\$2
Total Income	\$209,677	\$63,965	\$68,918	\$324,219

Recreation & Country Club Division

Profit & Loss

Jan 2016

	<u>Oct-Dec 15</u>	<u>Jan 16</u>	<u>Feb-16</u>	<u>Y-T-D</u>
Administrative Expenses				
Administrative Payroll				
Wages-Full Time	\$3,777	\$1,181	\$1,179	\$6,137
Payroll Taxes	\$288	\$99	\$90	\$477
Health Care	\$0	\$530	\$271	\$801
Retirement Expenses	\$60	\$9	\$17	\$86
Total Administrative Payroll Exp.	\$4,125	\$1,819	\$1,557	\$7,501
Other Administrative Expenses				
Insurance	\$1,953	651	0	\$2,604
Office Supplies	\$184	\$54	\$172	\$410
Postage	\$98	\$118	\$49	\$265
Advertising	\$0	\$0	\$0	\$0
Building Maintenance	\$1,139	\$709	\$1,947	\$3,795
Other Miscellaneous Expenses	\$1,055	\$4	\$153	\$1,212
Total Other Administrative Exp.	\$4,429	\$1,536	\$2,321	\$8,286
Total Administrative Expenses	\$8,554	\$3,355	\$3,878	\$15,787
Pro Shop Expenses				
Wages-Full Time	\$9,542	\$2,808	\$2,808	\$15,158
Wages-Part Time	\$13,317	\$3,953	\$4,026	\$21,296
Payroll Taxes	\$1,633	\$517	\$572	\$2,722
Health Care	\$295	\$1,037	\$577	\$1,909
Retirement Expenses	\$167	\$54	\$33	\$254
Worker's Compensation Insurance	\$1,020	\$340	\$0	\$1,360
Total Pro Shop Payroll Expense	\$25,974	\$8,709	\$8,016	\$42,699
Other Pro Shop Expenses				
Advertising	\$936	\$450	\$296	\$1,682
Bank Charges	\$2,148	\$727	\$22	\$2,897
Driving Range Supplies	\$2,830	\$0	\$0	\$2,830
Miscellaneous Supplies	\$2,525	\$1,031	\$891	\$4,447
Handicapping Service	\$18	\$0	\$70	\$88
Cost of Goods Sold	\$5,124	\$1,881	\$886	\$7,891
Total Other Pro Shop Expenses	\$13,581	\$4,089	\$2,165	\$19,834
Golf Cart Expenses				
Lease	\$8,151	\$2,717	\$2,717	\$13,585
Maintenance & Repair	\$55	\$89	\$0	\$144
Electricity	\$1,086	\$475	\$489	\$2,051
Miscellaneous Golf Cart Expense	\$0	\$89	\$0	\$89
Total Golf Cart Expense	\$9,292	\$3,370	\$3,206	\$15,868
Total Pro-Shop Expenses	\$48,848	\$16,167	\$13,387	\$78,402

Recreation & Country Club Division

Profit & Loss

Jan 2016

	<u>Oct-Dec 15</u>	<u>Jan 16</u>	<u>Feb-16</u>	<u>Y-T-D</u>
Ground Maintenance Expenses				
Ground Maintenance Payroll Exp.				
Wages-Full Time	\$25,305	\$7,531	\$7,531	\$40,367
Wages-Part Time	\$11,373	\$3,754	\$3,146	\$18,273
Payroll Taxes	\$2,856	\$863	\$817	\$4,536
Health Care	\$3,013	\$2,119	\$2,164	\$7,296
Retirement Expenses	\$518	\$170	\$138	\$826
Worker's Compensation Insurance	\$1,812	\$604	\$604	\$3,020
Total Ground Maintenance Payroll	\$44,877	\$15,041	\$14,400	\$74,318
Other Grounds Maintenance Expenses				
Fuel & Lubricants	\$1,273	\$950	\$0	\$2,223
Fertilizer	\$1,204	\$0	\$641	\$1,845
Chemicals	\$8,056	\$695	\$760	\$9,511
Seed & Sod	\$0	\$175	\$0	\$175
Equipment R&M	\$1,341	\$1,714	\$882	\$3,937
Irrigation System R&M	\$4,660	\$195	\$1,997	\$6,852
Utilities	\$0			\$0
Electric	\$341	\$98	\$111	\$550
Water/Sewer	\$628	\$472	\$185	\$1,285
LCRA Water	\$4,573	\$453	\$0	\$5,026
Total Utilities	\$5,542	\$1,023	\$296	\$6,861
Miscellaneous Grounds Maintenance	\$949	\$891	\$2,472	\$4,312
Equipment Lease/Purchase				
Lease	\$13,093	\$814	\$815	\$14,722
Interest	\$1,479	\$68	\$67	\$1,614
Total Equipment Lease/Purchase	\$14,572	\$882	\$882	\$16,336
Total Other Grounds Maint. Expense	\$37,597	\$6,525	\$7,930	\$52,052
Total Grounds Maintenance Expense	\$82,474	\$21,566	\$22,330	\$126,370
Food and Beverage Expenses				
Food & Beverage Payroll Expense				
Wages-Full Time	\$22,972	\$5,303	\$5,594	\$33,869
Wages-Part Time	\$18,097	\$6,744	\$7,059	\$31,900
Payroll Taxes	\$3,044	\$873	\$944	\$4,861
Health Care	\$1,461	\$805	\$573	\$2,839
Retirement Expenses	\$336	\$81	\$81	\$498
Worker's Compensation Insurance	\$945	\$315	\$315	\$1,575
Total Food & Beverage Payroll Expense	\$46,855	\$14,121	\$14,566	\$75,542

Recreation & Country Club Division

Profit & Loss

Jan 2016

	<u>Oct-Dec 15</u>	<u>Jan 16</u>	<u>Feb-16</u>	<u>Y-T-D</u>
Other Food & Beverage Expenses				
Bank Charges	\$927	\$310	\$0	\$1,237
Advertising	\$400	\$193	\$125	\$718
Alcohol Tax	\$1,357	\$728	\$482	\$2,567
TABC License	\$264	\$88	\$88	\$440
Supplies				
Consumable Supplies	\$1,536	\$315	\$276	\$2,127
Beer/Wine	\$4,602	\$1,290	\$1,982	\$7,874
Liquor	\$781	\$237	\$290	\$1,308
Food	\$18,711	\$5,819	\$5,805	\$30,335
Beverage	\$400	\$301	\$0	\$701
Other F&B Supplies	\$994	\$0	\$36	\$1,030
Miscellaneous Expenses	\$631	\$0	\$36	\$667
Linen Expense	\$777	\$715	\$0	\$1,492
Total Food & Beverage Supplies	\$31,380	\$9,996	\$9,120	\$50,496
Equipment Rental	\$210	\$70	\$70	\$350
Equipment Maintenance & Repair	\$244	\$0	\$0	\$244
Utilities				
Propane	\$1,791	\$580	\$290	\$2,661
Electric	\$1,778	\$794	\$772	\$3,344
Water/Sewer/Solid Waste	\$762	\$177	\$285	\$1,224
Telephone	\$76	\$38	\$38	\$152
TV	\$52	\$26	\$26	\$104
Total Utilities Expense	\$4,913	\$1,685	\$1,481	\$8,079
House Expenses				
Cleaning	\$1,151	\$324	\$378	\$1,853
Maintenance & Repairs	\$0	\$0	\$0	\$0
	\$1,151	\$324	\$378	\$1,853
Total Other Food & Beverage Exp.	\$40,846	\$13,394	\$11,744	\$65,984
Total Food and Beverage Expenses	\$87,701	\$27,515	\$26,310	\$141,526
Pool and Tennis Expenses				
Pool Maintenance & Repair	\$147	\$0	\$18	\$165
Tennis Court Repair & Maintenance	\$0	\$0	\$0	\$0
Total Pool and Tennis Expense	\$147	\$0	\$18	\$165
Total Operational Expense	\$227,724	\$68,603	\$65,923	\$362,250
Net Gain/(Loss) before Transfers In	-\$18,047	-\$4,638	\$2,996	-\$22,685

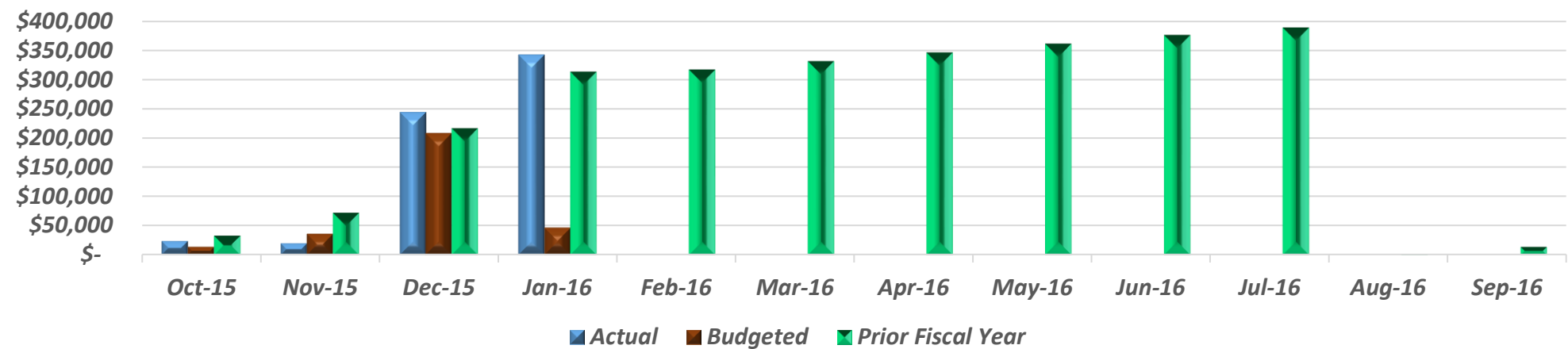
Recreation & Country Club Division

Profit & Loss

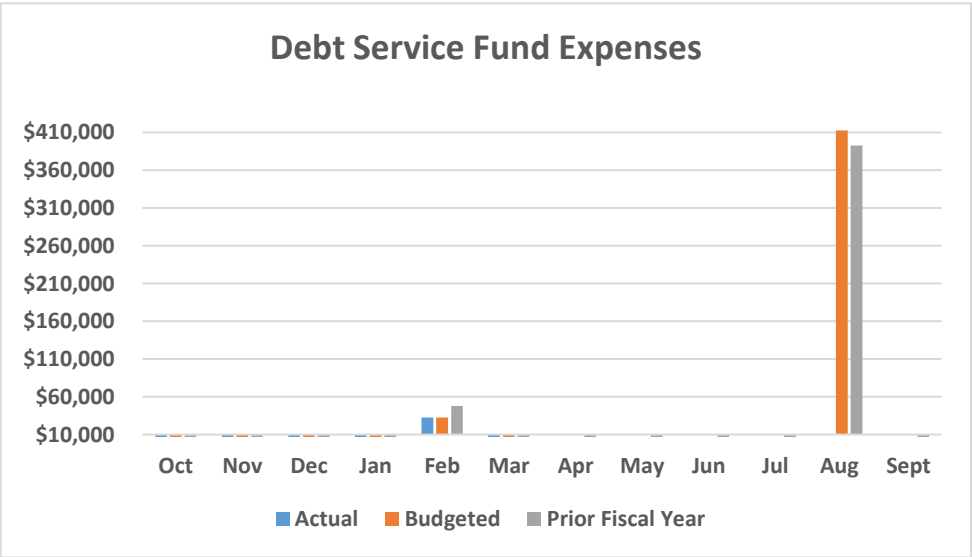
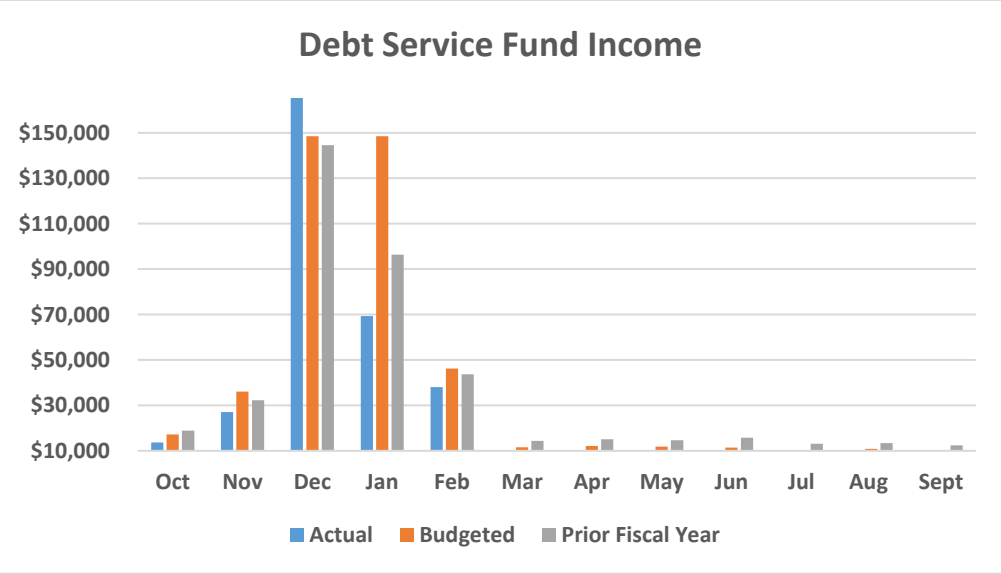
Jan 2016

	<u>Oct-Dec 15</u>	<u>Jan 16</u>	<u>Feb-16</u>	<u>Y-T-D</u>
Transfer In From Utility Fund	\$7,083	\$7,083	\$7,085	\$28,335
Net Gain/(Loss) After Transfers In	-\$10,964	\$2,445	\$10,081	\$5,650
 FOOD AND BERVAGE P&L				
Income	\$74,452	\$22,054	\$26,005	\$122,511
Expenses	<u>\$87,701</u>	<u>\$27,515</u>	<u>\$26,310</u>	<u>\$141,526</u>
 Food and Beverage Net Gain/(Loss)	-\$13,249	-\$5,461	-\$305	-\$19,015
 Food and Beverage Less House Expenses				
Income	\$74,452	\$22,054	\$26,005	\$122,511
Expenses	<u>\$83,706</u>	<u>\$25,977</u>	<u>\$25,064</u>	<u>\$134,747</u>
 Food and Beverage Net Gain/(Loss)	-\$9,254	-\$3,923	\$941	-\$12,236

Debt Service Fund Cash Flow



	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
Beginning Cash	\$ 13,756	\$ 23,967	\$ 43,916	\$ 243,872	\$ 328,298							
Cash Inflow	\$ 10,211	\$ 19,949	\$ 199,956	\$ 84,426	\$ 46,174							
Cash Outflow	\$ 0	\$ 0	\$ -	\$ -	\$ 32,544							
Ending Cash	\$23,967	\$43,916	\$243,872	\$328,298	\$341,928							
Increase/(Decrease) in Cash Since First of FY	\$ 10,211	\$ 30,160	\$ 230,116	\$ 314,542	\$ 328,172	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



City of Meadowlakes Debt Service
Profit & Loss Budget vs. Actual
Jan 2016

	Jan 16	Budget Jan 16	Year-to-Date	Budget Year-to-Date
Ordinary Income/Expense				
Income				
06-4120 · Ad Valorem Tax	38,062	46,280	320,237	325,500
06-5440 · Interest Earned on Investments	28	10	62	90
Total Income	38,090	46,290	320,299	325,590
Expense				
06-9100 · 2013 Bond Expense				
06-9150 · 2013 Bond Principal	-	-	-	-
06-9170 · 2013 Bond Interest Expense	32,544	-	32,544	32,544
Total 06-9100 · 2013 Bond Expense	32,544	-	32,544	32,544
Total Expense	32,544	-	32,544	32,544
Net Ordinary Income	5,546	46,290	287,755	293,046
Other Income/Expense				
Other Income				
06-8200 · Transfer In from Other Funds	8,083	8,250	40,417	41,250
Total Other Income	8,083	8,250	40,417	41,250
Net Other Income	8,083	8,250	40,417	41,250
Net Income	13,630	54,540	328,172	334,296

Payroll -February 2016

Semi-Weekly Payroll Ending February 5, 2016

Fund	Total Payroll	Retirement Expense	FICA Expense
General Fund	\$ 6,522.71	\$ 88.37	\$ 498.99
Utility Fund	\$ 12,579.96	\$ 182.41	\$ 962.37
Recreation Fund	\$ 15,771.97	\$ 146.47	\$ 1,206.56

Semi-Weekly Payroll Ending February 19, 2016

General Fund	\$ 6,524.62	\$ 88.40	\$ 499.13
Utility Fund	\$ 12,667.35	\$ 183.68	\$ 969.05
Recreation Fund	\$ 15,630.76	\$ 144.32	\$ 1,195.75

Monthly Payroll ending February 26, 2016

General Fund	\$ 1,331.00	\$ -	\$ 101.82
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Monthly Totals

General Fund	\$ 14,378.33	\$ 176.77	\$ 1,099.94
Utility Fund	\$ 25,247.31	\$ 366.09	\$ 1,931.42
Recreation Fund	\$ 31,402.73	\$ 290.79	\$ 2,402.31
Total	\$ 71,028.37	\$ 833.65	\$ 5,433.67

City of Meadowlakes-General Fund

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Ck.	EFT	02/01/2016	Galaway, Robbie	05-1035 · First State Bk.		-\$633.33
				05-5320 · Contract Agreement	-\$633.33	\$633.33
TOTAL					<u>-\$633.33</u>	<u>\$633.33</u>
Ck.	EFT	02/01/2016	Marble Falls Area EMS	05-1035 · First State Bk.		-\$2,791.67
				05-6610 · Marble Falls EMS	-\$2,791.67	\$2,791.67
TOTAL					<u>-\$2,791.67</u>	<u>\$2,791.67</u>
Ck.	EFT	02/01/2016	Marble Falls Area VFD	05-1035 · First State Bk.		-\$3,094.58
				05-6620 · Marble Falls Fire	-\$3,094.58	\$3,094.58
TOTAL					<u>-\$3,094.58</u>	<u>\$3,094.58</u>
Bill Pmt -Ck.	15131	02/03/2016	PWD	05-1035 · First State Bk.		-\$1,174.82
Bill		02/01/2016		05-6330 · Postage	-\$17.27	\$17.27
				05-6355 · Miscellaneous	-\$513.92	\$513.92
				05-6365 · Website Hosting & Upgrade	-\$535.49	\$535.49
				05-6350 · Telephone	-\$74.57	\$74.57
				05-5230 · Ordinance Misc. Exp.	-\$17.83	\$17.83
				05-5380 · Supplies/Miscellaneous	-\$15.74	\$15.74
TOTAL					<u>-\$1,174.82</u>	<u>\$1,174.82</u>
Bill Pmt -Ck.	15132	02/03/2016	Preston, Pat	05-1035 · First State Bk.		-\$160.38
Bill		01/31/2016		05-5274 · Mileage	-\$160.38	\$160.38
TOTAL					<u>-\$160.38</u>	<u>\$160.38</u>
Bill Pmt -Ck.	15133	02/11/2016	Bill's Lock & Key	05-1035 · First State Bk.		-\$85.00
Bill	12422	02/09/2016		05-6410 · Maintenance & Repair	-\$85.00	\$85.00
TOTAL					<u>-\$85.00</u>	<u>\$85.00</u>
Bill Pmt -Ck.	15134	02/11/2016	Galaway, Robbie	05-1035 · First State Bk.		\$0.00
TOTAL					\$0.00	\$0.00
Bill Pmt -Ck.	15135	02/11/2016	PEC	05-1035 · First State Bk.		-\$254.84
Bill		01/27/2016		05-6420 · Electric Service	-\$254.84	\$254.84
TOTAL					<u>-\$254.84</u>	<u>\$254.84</u>
Bill Pmt -Ck.	15136	02/11/2016	Quill Corporation	05-1035 · First State Bk.		-\$163.63
Bill		01/27/2016		05-6320 · Office Expense/Supplies	-\$163.63	\$163.63
TOTAL					<u>-\$163.63</u>	<u>\$163.63</u>
Bill Pmt -Ck.	15137	02/11/2016	Texas Court Clerks Assoc	05-1035 · First State Bk.		-\$40.00
Bill		01/29/2016		05-5710 · Membership	-\$40.00	\$40.00
TOTAL					<u>-\$40.00</u>	<u>\$40.00</u>

City of Meadowlakes-General Fund

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15138	02/11/2016	Xerox Corporation	05-1035 · First State Bk.		-\$380.20
Bill		02/01/2016		05-6320 · Office Expense/Supplies	-\$134.55	\$134.55
				05-6325 · Lease-Copier	-\$245.65	\$245.65
TOTAL					-\$380.20	\$380.20
Bill Pmt -Ck.	15139	02/18/2016	ATS	05-1035 · First State Bk.		-\$396.00
Bill		02/10/2016		05-2340 · Inspection Fees	-\$396.00	\$396.00
TOTAL					-\$396.00	\$396.00
Bill Pmt -Ck.	15140	02/18/2016	Burnet County	05-1035 · First State Bk.		-\$50.00
Bill		02/04/2016		05-5730 · Administrative Expense	-\$50.00	\$50.00
TOTAL					-\$50.00	\$50.00
Bill Pmt -Ck.	15141	02/18/2016	Condor Document	05-1035 · First State Bk.		-\$32.00
Bill		02/14/2016		05-6320 · Office Expense/Supplies	-\$32.00	\$32.00
TOTAL					-\$32.00	\$32.00
Bill Pmt -Ck.	15142	02/18/2016	M'Falls/Lake LBJ Chamber	05-1035 · First State Bk.		-\$60.00
Bill		03/01/2016		05-6072 · Dues and Memberships	-\$60.00	\$60.00
TOTAL					-\$60.00	\$60.00
Bill Pmt -Ck.	15143	02/18/2016	Pathmark Traffic	05-1035 · First State Bk. VOIDED		\$0.00
TOTAL					\$0.00	\$0.00
Bill Pmt -Ck.	15144	02/18/2016	Quill Corporation	05-1035 · First State Bk.		\$0.00
TOTAL					\$0.00	\$0.00
Bill Pmt -Ck.	15145	02/18/2016	Pathmark Traffic	05-1035 · First State Bk.		-\$179.40
Bill		02/03/2016		05-6075 · Miscellaneous	-\$59.50	\$59.50
				05-1652 · Receivables Other	-\$119.90	\$119.90
TOTAL					-\$179.40	\$179.40
Bill Pmt -Ck.	15146	02/18/2016	Quill Corporation	05-1035 · First State Bk.		-\$207.14
Bill		02/10/2016		05-6320 · Office Expense/Supplies	-\$207.14	\$207.14
TOTAL					-\$207.14	\$207.14
Bill Pmt -Ck.	15147	02/25/2016	ATS	05-1035 · First State Bk.		-\$148.50
Bill		02/19/2016		05-2340 · Inspection Fees	-\$148.50	\$148.50
TOTAL					-\$148.50	\$148.50
Bill Pmt -Ck.	15148	02/25/2016	Chris or Leslie Low	05-1035 · First State Bk.		-\$500.00
Bill		02/24/2016		05-2320 · Deposits-Clean-up	-\$500.00	\$500.00
TOTAL					-\$500.00	\$500.00

City of Meadowlakes-General Fund

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15149	02/25/2016	Highland Lakes Newspapers	05-1035 · First State Bk.		-\$81.90
Bill		02/24/2016		05-6355 · Miscellaneous	-\$81.90	\$81.90
TOTAL					-\$81.90	\$81.90
Bill Pmt -Ck.	15150	02/25/2016	Katherine McAnally	05-1035 · First State Bk.		-\$600.00
Bill		02/24/2016		05-5720 · Prosecuting Attorney	-\$300.00	\$300.00
Bill		02/24/2016		05-5720 · Prosecuting Attorney	-\$300.00	\$300.00
TOTAL					-\$600.00	\$600.00
Bill Pmt -Ck.	15151	02/25/2016	Mitchell G. Kent	05-1035 · First State Bk.		-\$500.00
Bill		02/25/2016		05-4320 · Court Costs	-\$500.00	\$500.00
TOTAL					-\$500.00	\$500.00
Bill Pmt -Ck.	15152	02/26/2016	Johnson Sewell Ford	05-1035 · First State Bk.		-\$30,000.00
Bill		02/26/2016		Purchase New Truck		
				05-6327 · Cap Exp Under \$5000	-\$30,000.00	\$30,000.00
TOTAL					-\$30,000.00	\$30,000.00

Total February 2016 General Fund Disbursements

\$41,533.39

City of Meadowlakes-Utility Fund
Check Detail
February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Ck.	EFT	02/08/2016	State Comptroller	1015 · Ck.ing-1st State Bk.		-\$1,054.33
				3020 · Sales Tax Payable	-\$1,054.33	\$1,054.33
TOTAL					-\$1,054.33	\$1,054.33
Ck.	6	02/24/2016	Meadowlakes POA	1320 · 13-I&S Tank-1st State Bk.		-\$48,491.54
				9141 · 2013 I&S Principal	-\$22,272.25	\$22,272.25
				9142 · 2013 I&S Interest	-\$1,219.29	\$1,219.29
				9141 · 2013 I&S Principal	-\$25,000.00	\$25,000.00
TOTAL					-\$48,491.54	\$48,491.54
Bill Pmt -Ck.	15320	02/03/2016	Visa	1015 · Ck.ing-1st State Bk.		-\$1,036.62
Bill		01/24/2016		6329 · R&M-Building/Misc.	-\$219.79	\$219.79
				6180 · Employee Training & Travel Exp	-\$73.83	\$73.83
				6365 · Small Tools	-\$78.30	\$78.30
				6335 · Machinery Repair & Maintenance	-\$113.73	\$113.73
				1584 · POA Receivables	-\$56.36	\$56.36
				1583 · RCC Receivable	-\$494.61	\$494.61
TOTAL					-\$1,036.62	\$1,036.62
Bill Pmt -Ck.	15321	02/03/2016	Card Service Center	1015 · Ck.ing-1st State Bk.		\$0.00
TOTAL					\$0.00	\$0.00
Bill Pmt -Ck.	15322	02/03/2016	Dale Scheier	1015 · Ck.ing-1st State Bk.		-\$9.04
Bill	Refund	01/29/2016		3010 · Service Deposits Payable	-\$9.04	\$9.04
TOTAL					-\$9.04	\$9.04
Bill Pmt -Ck.	15323	02/03/2016	Gary Cook	1015 · Ck.ing-1st State Bk.		-\$10.84
Bill	Refund	01/29/2016		3010 · Service Deposits Payable	-\$10.84	\$10.84
TOTAL					-\$10.84	\$10.84
Bill Pmt -Ck.	15324	02/03/2016	Home Depot Credit Services	1015 · Ck.ing-1st State Bk.		-\$409.74
Bill		01/21/2016		1515 · General Fund Receivables	-\$119.00	\$119.00
				1583 · RCC Receivable	-\$142.65	\$142.65
				6365 · Small Tools	-\$41.69	\$41.69
				6327 · WWTP Repair & Maintenance	-\$106.40	\$106.40
TOTAL					-\$409.74	\$409.74
Bill Pmt -Ck.	15325	02/03/2016	Magna-Flow Environmental Inc.	1015 · Ck.ing-1st State Bk.		-\$761.88
Bill	41070	01/15/2016		6327 · WWTP Repair & Maintenance	-\$761.88	\$761.88
TOTAL					-\$761.88	\$761.88
Bill Pmt -Ck.	15326	02/03/2016	Mayfield Builders Inc.	1015 · Ck.ing-1st State Bk.		-\$78.35
Bill	Refund	01/29/2016		3010 · Service Deposits Payable	-\$78.35	\$78.35
TOTAL					-\$78.35	\$78.35

City of Meadowlakes-Utility Fund
Check Detail
February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15327	02/03/2016	Bob's Dirt Work	1015 · Ck.ing-1st State Bk.		-\$2,100.00
Bill	# 32	01/15/2016		63291 · Drainage Repair & Maintenance	-\$1,050.00	\$1,050.00
				1583 · RCC Receivable	-\$1,050.00	\$1,050.00
TOTAL					-\$2,100.00	\$2,100.00
Bill Pmt -Ck.	15328	02/03/2016	Sprint	1015 · Ck.ing-1st State Bk.		-\$31.79
Bill		01/25/2016		6260 · Telephone Expense	-\$15.90	\$15.90
				1515 · General Fund Receivables	-\$15.89	\$15.89
TOTAL					-\$31.79	\$31.79
Bill Pmt -Ck.	15329	02/03/2016	TCEQ	1015 · Ck.ing-1st State Bk.		-\$154.00
Bill		01/14/2016		6226 · TECQ Fees	-\$154.00	\$154.00
TOTAL					-\$154.00	\$154.00
Bill Pmt -Ck.	15330	02/03/2016	Texas Comptroller of Public Account	1015 · Ck.ing-1st State Bk.		-\$100.00
Bill		02/01/2016		6227 · Other Misc. Dues & Fees	-\$100.00	\$100.00
TOTAL					-\$100.00	\$100.00
Bill Pmt -Ck.	15331	02/03/2016	Visa	1015 · Ck.ing-1st State Bk.		-\$188.38
Bill		01/24/2016		6250 · Office Supplies	-\$156.45	\$156.45
				6330 · Vehicle Repair & Maintenance	-\$31.93	\$31.93
TOTAL					-\$188.38	\$188.38
Bill Pmt -Ck.	15332	02/03/2016	Card Service Center	1015 · Ck.ing-1st State Bk.		-\$2,214.67
Bill		01/29/2016		6329 · R&M-Building/Misc.	-\$24.76	\$24.76
				6330 · Vehicle Repair & Maintenance	-\$552.60	\$552.60
				1583 · RCC Receivable	-\$12.74	\$12.74
				1515 · General Fund Receivables	-\$32.13	\$32.13
Bill		01/29/2016		6255 · Postage Expense	-\$134.22	\$134.22
				6282 · Administrative-Miscellaneous	-\$26.16	\$26.16
				6250 · Office Supplies	-\$269.92	\$269.92
				1515 · General Fund Receivables	-\$149.67	\$149.67
				1583 · RCC Receivable	-\$385.58	\$385.58
				1584 · POA Receivables	-\$626.89	\$626.89
TOTAL					-\$2,214.67	\$2,214.67
Bill Pmt -Ck.	15333	02/03/2016	Card Service Center	1015 · Ck.ing-1st State Bk.		\$0.00
TOTAL					\$0.00	\$0.00
Bill Pmt -Ck.	15334	02/11/2016	AT&T Mobility	1015 · Ck.ing-1st State Bk.		-\$198.29
Bill		01/27/2016		6260 · Telephone Expense	-\$198.29	\$198.29
TOTAL					-\$198.29	\$198.29

City of Meadowlakes-Utility Fund
Check Detail
February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15335	02/11/2016	Card Service Center	1015 · Ck.ing-1st State Bk.		-\$2,066.19
Bill		01/29/2016		6180 · Employee Training & Travel Exp	-\$250.22	\$250.22
				6330 · Vehicle Repair & Maintenance	-\$8.50	\$8.50
				6329 · R&M-Building/Misc.	-\$64.76	\$64.76
				1583 · RCC Receivable	-\$242.24	\$242.24
				6328 · Distribution Repair & Maint.	-\$22.72	\$22.72
				6327 · WWTP Repair & Maintenance	-\$977.78	\$977.78
				6250 · Office Supplies	-\$79.98	\$79.98
				6235 · Computer/Office Equip R&M	-\$419.99	\$419.99
TOTAL					-\$2,066.19	\$2,066.19
Bill Pmt -Ck.	15336	02/11/2016	ChemEquip Services LLC	1015 · Ck.ing-1st State Bk.		-\$2,027.48
Bill		01/28/2016		6314 · R&M-Plant & Pump Station	-\$2,027.48	\$2,027.48
TOTAL					-\$2,027.48	\$2,027.48
Bill Pmt -Ck.	15337	02/11/2016	Debbie Holley	1015 · Ck.ing-1st State Bk.		-\$30.46
Bill		02/05/2016		6180 · Employee Training & Travel Exp	-\$30.46	\$30.46
TOTAL					-\$30.46	\$30.46
Bill Pmt -Ck.	15338	02/11/2016	Fastenal	1015 · Ck.ing-1st State Bk.		-\$46.64
Bill		01/27/2016		6327 · WWTP Repair & Maintenance	-\$40.80	\$40.80
Bill		01/27/2016		6327 · WWTP Repair & Maintenance	-\$5.84	\$5.84
TOTAL					-\$46.64	\$46.64
Bill Pmt -Ck.	15339	02/11/2016	Lowe's	1015 · Ck.ing-1st State Bk.		-\$64.36
Bill		02/02/2016		1583 · RCC Receivable	-\$41.74	\$41.74
				6329 · R&M-Building/Misc.	-\$22.62	\$22.62
TOTAL					-\$64.36	\$64.36
Bill Pmt -Ck.	15340	02/11/2016	MIR Homes	1015 · Ck.ing-1st State Bk.		-\$56.70
Bill		02/05/2016		3010 · Service Deposits Payable	-\$56.70	\$56.70
TOTAL					-\$56.70	\$56.70
Bill Pmt -Ck.	15341	02/11/2016	NAPA-Third Coast Distributing, LLC	1015 · Ck.ing-1st State Bk.		-\$493.90
Bill		01/30/2016		6330 · Vehicle Repair & Maintenance	-\$233.38	\$233.38
				6335 · Machinery Repair & Maintenance	-\$260.52	\$260.52
TOTAL					-\$493.90	\$493.90
Bill Pmt -Ck.	15342	02/11/2016	PEC	1015 · Ck.ing-1st State Bk.		-\$3,652.98
Bill		01/27/2016		6305 · Water Treatment Electrical	-\$1,382.18	\$1,382.18
				6304 · Wastewater Electrical	-\$2,270.80	\$2,270.80
TOTAL					-\$3,652.98	\$3,652.98
Bill Pmt -Ck.	15343	02/11/2016	Republic Services #843	1015 · Ck.ing-1st State Bk.		-\$15,412.73

City of Meadowlakes-Utility Fund
Check Detail
February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill		01/31/2016		6510 · Garbage Service Expense	-\$15,058.80	\$15,058.80
				6510 · Garbage Service Expense	-\$53.93	\$53.93
Bill		01/31/2016		6329 · R&M-Building/Misc.	-\$300.00	\$300.00
TOTAL					<u>-\$15,412.73</u>	<u>\$15,412.73</u>
Bill Pmt -Ck.	15344	02/11/2016	San Saba Fire Safety Equipment, Inc.	1015 · Ck.ing-1st State Bk.		-\$286.50
Bill		02/08/2016		6329 · R&M-Building/Misc.	-\$286.50	\$286.50
TOTAL					<u>-\$286.50</u>	<u>\$286.50</u>
Bill Pmt -Ck.	15345	02/11/2016	Techline Pipe L.P.	1015 · Ck.ing-1st State Bk.		-\$281.39
Bill		01/31/2016		6328 · Distribution Repair & Maint.	-\$124.71	\$124.71
				6321 · Collection System R&M	-\$156.68	\$156.68
TOTAL					<u>-\$281.39</u>	<u>\$281.39</u>
Bill Pmt -Ck.	15346	02/11/2016	Tractor Supply	1015 · Ck.ing-1st State Bk.		-\$358.41
Bill		01/29/2016		6335 · Machinery Repair & Maintenance	-\$61.98	\$61.98
				6329 · R&M-Building/Misc.	-\$63.97	\$63.97
				1584 · POA Receivables	-\$232.46	\$232.46
TOTAL					<u>-\$358.41</u>	<u>\$358.41</u>
Bill Pmt -Ck.	15347	02/11/2016	USA Bluebook	1015 · Ck.ing-1st State Bk.		-\$571.77
Bill		01/25/2016		6327 · WWTP Repair & Maintenance	-\$571.77	\$571.77
TOTAL					<u>-\$571.77</u>	<u>\$571.77</u>
Bill Pmt -Ck.	15348	02/18/2016	Aqua-Tech Laboratories, Inc.	1015 · Ck.ing-1st State Bk.		-\$234.00
Bill	13943	02/13/2016		6320 · Water Outside Testing Expense	-\$122.00	\$122.00
				6318 · Outside Testing Wastewater	-\$112.00	\$112.00
TOTAL					<u>-\$234.00</u>	<u>\$234.00</u>
Bill Pmt -Ck.	15349	02/18/2016	DPC Industries, Inc	1015 · Ck.ing-1st State Bk.		-\$449.09
Bill		02/01/2016		6316 · WTP Chemical Expense	-\$75.00	\$75.00
				6317 · WWTP Chemicals	-\$75.00	\$75.00
Bill		02/03/2016		6316 · WTP Chemical Expense	-\$299.09	\$299.09
TOTAL					<u>-\$449.09</u>	<u>\$449.09</u>
Bill Pmt -Ck.	15350	02/18/2016	Magna-Flow Environmental Inc.	1015 · Ck.ing-1st State Bk.		-\$761.88
Bill	41311	02/01/2016		6327 · WWTP Repair & Maintenance	-\$761.88	\$761.88
TOTAL					<u>-\$761.88</u>	<u>\$761.88</u>
Bill Pmt -Ck.	15351	02/18/2016	MSB	1015 · Ck.ing-1st State Bk.		-\$7.76
Bill		02/05/2016		6350 · Miscellaneous Operational Exp.	-\$4.48	\$4.48
Bill		02/09/2016		6350 · Miscellaneous Operational Exp.	-\$3.28	\$3.28
TOTAL					<u>-\$7.76</u>	<u>\$7.76</u>

City of Meadowlakes-Utility Fund
Check Detail
February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15352	02/18/2016	PEC	1015 · Ck.ing-1st State Bk.		-\$664.43
Bill		02/06/2016		6324 · Irrigation Electric Subsidy	-\$664.43	\$664.43
TOTAL					-\$664.43	\$664.43
Bill Pmt -Ck.	15353	02/18/2016	UniFirst Holdings, Inc.	1015 · Ck.ing-1st State Bk.		-\$344.53
Bill		02/01/2016		6170 · Employee Uniform Expense	-\$77.20	\$77.20
Bill		02/01/2016		6170 · Employee Uniform Expense	-\$77.20	\$77.20
Bill		02/01/2016		6170 · Employee Uniform Expense	-\$77.20	\$77.20
Bill		02/01/2016		6170 · Employee Uniform Expense	-\$77.20	\$77.20
Bill		02/01/2016		6170 · Employee Uniform Expense	-\$35.73	\$35.73
TOTAL					-\$344.53	\$344.53
Bill Pmt -Ck.	15354	02/18/2016	Verizon Southwest	1015 · Ck.ing-1st State Bk.		-\$275.30
Bill		02/04/2016		6260 · Telephone Expense	-\$217.40	\$217.40
				1515 · General Fund Receivables	-\$57.90	\$57.90
TOTAL					-\$275.30	\$275.30
Bill Pmt -Ck.	15355	02/18/2016	Wex Bk.	1015 · Ck.ing-1st State Bk.		-\$614.08
Bill		02/06/2016		6341 · Vehicle Fuel	-\$614.08	\$614.08
TOTAL					-\$614.08	\$614.08
Bill Pmt -Ck.	15356	02/25/2016	Debbie Holley	1015 · Ck.ing-1st State Bk.		-\$24.25
Bill		02/19/2016		6180 · Employee Training & Travel Exp	-\$24.25	\$24.25
TOTAL					-\$24.25	\$24.25
Bill Pmt -Ck.	15357	02/25/2016	Pathmark Traffic Products of Texas,	1015 · Ck.ing-1st State Bk.		-\$799.50
Bill		02/15/2016		6329 · R&M-Building/Misc.	-\$799.50	\$799.50
TOTAL					-\$799.50	\$799.50
Bill Pmt -Ck.	15358	02/25/2016	Silver Leaf Hill Country	1015 · Ck.ing-1st State Bk.		-\$78.35
Bill		02/25/2016		3010 · Service Deposits Payable	-\$78.35	\$78.35
TOTAL					-\$78.35	\$78.35
Bill Pmt -Ck.	15359	02/25/2016	TCEQ	1015 · Ck.ing-1st State Bk.		-\$50.00
Bill		02/16/2016		6226 · TECQ Fees	-\$50.00	\$50.00
TOTAL					-\$50.00	\$50.00

Total February 2016 Utility Fund Disbursements **\$86,492.15**

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	pd by phone	02/19/2016	PNC Equipment Fin	03-1012 · FSB - Ck. Acct #1910		-\$2,717.00
				03-6210 · Cart Lease/Purchase	-\$2,717.00	\$2,717.00
TOTAL					-\$2,717.00	\$2,717.00
Check	Debit 83	02/01/2016	WalMart	03-1010 · FSB - Petty Cash Ck. #3232		-\$17.11
				03-6549 · Food Exp	-\$17.11	\$17.11
TOTAL					-\$17.11	\$17.11
Check	Debit 84	02/02/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$102.22
				03-6549 · Food Exp	-\$102.22	\$102.22
TOTAL					-\$102.22	\$102.22
Check	Debit 85	02/03/2016	WalMart	03-1010 · FSB - Petty Cash Ck. #3232		-\$7.67
				03-6101 · House Supplies	-\$7.67	\$7.67
TOTAL					-\$7.67	\$7.67
Check	Debit 86	02/03/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$50.09
				03-6549 · Food Exp	-\$50.09	\$50.09
TOTAL					-\$50.09	\$50.09
Check	Debit 87	02/03/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$171.09
				03-6549 · Food Exp	-\$171.09	\$171.09
TOTAL					-\$171.09	\$171.09
Check	Debit 88	02/07/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$45.54
				03-6549 · Food Exp	-\$45.54	\$45.54
TOTAL					-\$45.54	\$45.54
Check	Debit 89	02/07/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$59.82
				03-6549 · Food Exp	-\$59.82	\$59.82
TOTAL					-\$59.82	\$59.82
Check	Debit 90	02/07/2016	WalMart	03-1010 · FSB - Petty Cash Ck. #3232		-\$39.62
				03-6549 · Food Exp	-\$39.62	\$39.62
TOTAL					-\$39.62	\$39.62
Check	Debit 91	02/09/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$57.09
				03-6549 · Food Exp	-\$57.09	\$57.09
TOTAL					-\$57.09	\$57.09
Check	Debit 92	02/10/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$81.87

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL				03-6549 · Food Exp	-\$69.52	\$69.52
				03-6101 · House Supplies	-\$12.35	\$12.35
					-\$81.87	\$81.87
Check	Debit 93	02/11/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$88.85
TOTAL				03-6549 · Food Exp	-\$88.85	\$88.85
					-\$88.85	\$88.85
Check	Debit 94	02/12/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$96.92
TOTAL				03-6549 · Food Exp	-\$96.92	\$96.92
					-\$96.92	\$96.92
Check	Debit 95	02/14/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$109.63
TOTAL				03-6549 · Food Exp	-\$109.63	\$109.63
					-\$109.63	\$109.63
Check	Debit 96	02/16/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$43.18
TOTAL				03-6549 · Food Exp	-\$43.18	\$43.18
					-\$43.18	\$43.18
Check	Debit 97	02/17/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$48.85
TOTAL				03-6549 · Food Exp	-\$48.85	\$48.85
					-\$48.85	\$48.85
Check	Debit 98	02/18/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$81.67
TOTAL				03-6549 · Food Exp	-\$81.67	\$81.67
					-\$81.67	\$81.67
Check	Debit 99	02/18/2016	WalMart	03-1010 · FSB - Petty Cash Ck. #3232		-\$9.12
TOTAL				03-6549 · Food Exp	-\$9.12	\$9.12
					-\$9.12	\$9.12
Check	Debit 100	02/19/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$67.63
TOTAL				03-6549 · Food Exp	-\$67.63	\$67.63
					-\$67.63	\$67.63
Check	Debit 101	02/21/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$53.32
TOTAL				03-6549 · Food Exp	-\$53.32	\$53.32
					-\$53.32	\$53.32
Check	Debit 102	02/22/2016	WalMart	03-1010 · FSB - Petty Cash Ck. #3232		-\$30.38
TOTAL				03-6549 · Food Exp	-\$30.38	\$30.38
					-\$30.38	\$30.38

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	Debit 103	02/23/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$40.47
				03-6549 · Food Exp	-\$40.47	\$40.47
TOTAL					-\$40.47	\$40.47
Check	Debit 104	02/23/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$27.07
				03-6549 · Food Exp	-\$27.07	\$27.07
TOTAL					-\$27.07	\$27.07
Check	1068	02/03/2016	Twin Liquors	03-1010 · FSB - Petty Cash Ck. #3232		-\$467.90
				03-6548 · Liquor Expense	-\$163.76	\$163.76
				03-6547 · Beer/Wine	-\$255.48	\$255.48
				03-6552 · Other Food & Beverage Supplies	-\$13.00	\$13.00
				03-6572 · Other Misc. Restaurant Expenses	-\$35.66	\$35.66
TOTAL					-\$467.90	\$467.90
Check	1069	02/06/2016	HEB	03-1010 · FSB - Petty Cash Ck. #3232		-\$76.55
				03-6549 · Food Exp	-\$61.77	\$61.77
				03-6101 · House Supplies	-\$14.78	\$14.78
TOTAL					-\$76.55	\$76.55
Check	1070	02/05/2016	Keg 1	03-1010 · FSB - Petty Cash Ck. #3232		-\$408.80
				03-6547 · Beer/Wine	-\$408.80	\$408.80
TOTAL					-\$408.80	\$408.80
Check	1071	02/05/2016	Sam's Club	03-1010 · FSB - Petty Cash Ck. #3232		-\$171.46
				03-6160 · Inventory Purchased	-\$171.46	\$171.46
TOTAL					-\$171.46	\$171.46
Check	1072	02/08/2016	Ben E Keith	03-1010 · FSB - Petty Cash Ck. #3232		-\$156.45
				03-6547 · Beer/Wine	-\$156.45	\$156.45
TOTAL					-\$156.45	\$156.45
Check	1073	02/10/2016	Petty Cash	03-1010 · FSB - Petty Cash Ck. #3232		-\$16.00
				03-1010 · FSB - Petty Cash Ck. #3232	-\$16.00	\$16.00
TOTAL					-\$16.00	\$16.00
Check	1074	02/11/2016	Sam's Club	03-1010 · FSB - Petty Cash Ck. #3232		-\$150.38
				03-6545 · Restaurant-Consumable Supplies	-\$82.47	\$82.47
				03-6549 · Food Exp	-\$67.91	\$67.91
TOTAL					-\$150.38	\$150.38
Check	1075	02/12/2016	Keg 1	03-1010 · FSB - Petty Cash Ck. #3232		-\$228.70

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				03-6547 · Beer/Wine	-\$228.70	\$228.70
TOTAL					-\$228.70	\$228.70
Check	1076	02/12/2016	Brandenburg Plumb	03-1010 · FSB - Petty Cash Ck. #3232		-\$395.18
				03-6102 · Building Repair & Maintenance	-\$395.18	\$395.18
TOTAL					-\$395.18	\$395.18
Check	1077	02/13/2016	Twin Liquors	03-1010 · FSB - Petty Cash Ck. #3232		-\$224.31
				03-6548 · Liquor Expense	-\$132.65	\$132.65
				03-6547 · Beer/Wine	-\$85.16	\$85.16
				03-6552 · Other Food & Beverage Supplies	-\$6.50	\$6.50
TOTAL					-\$224.31	\$224.31
Check	1078	02/19/2016	Keg 1	03-1010 · FSB - Petty Cash Ck. #3232		-\$226.35
				03-6547 · Beer/Wine	-\$226.35	\$226.35
TOTAL					-\$226.35	\$226.35
Check	1081	02/26/2016	Keg 1	03-1010 · FSB - Petty Cash Ck. #3232		-\$421.75
				03-6547 · Beer/Wine	-\$421.75	\$421.75
TOTAL					-\$421.75	\$421.75
Check	1082	02/26/2016	Ben E Keith	03-1010 · FSB - Petty Cash Ck. #3232		-\$177.60
				03-6547 · Beer/Wine	-\$177.60	\$177.60
TOTAL					-\$177.60	\$177.60
Bill Pmt -C 1174		02/03/2016	Austin Turf & Tractor	03-1012 · FSB - Ck. Acct #1910		-\$37.71
Bill	2-1-16 Statement	02/01/2016		03-6329 · Equipment Maint & Repair	-\$37.71	\$37.71
TOTAL					-\$37.71	\$37.71
Bill Pmt -C 1175		02/03/2016	City of Marble Falls	03-1012 · FSB - Ck. Acct #1910		-\$78.59
Bill	Dec 15 to Jan 2016	01/16/2016		03-6346 · Sewer & Water	-\$78.59	\$78.59
TOTAL					-\$78.59	\$78.59
Bill Pmt -C 1176		02/03/2016	City of M'lakes	03-1012 · FSB - Ck. Acct #1910		-\$1,892.33
Bill	16-0201-01	02/02/2016		03-6622 · Maint & Repair	-\$17.96	\$17.96
				03-6102 · Building Repair & Maintenance	-\$1,540.21	\$1,540.21
				03-6140 · Office Supplies	-\$121.65	\$121.65
				03-6360 · Equipment Lease/Purchase	-\$139.00	\$139.00
				03-6065 · Software Maintenance	-\$12.74	\$12.74
				03-6042 · Postage	-\$49.00	\$49.00
				03-6102 · Building Repair & Maintenance	-\$11.77	\$11.77
TOTAL					-\$1,892.33	\$1,892.33
Bill Pmt -C 1177		02/03/2016	Elliott Electric	03-1012 · FSB - Ck. Acct #1910		-\$135.50

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	1-25-16 Statement	01/25/2016		03-6102 · Building Repair & Maintenance	-\$135.50	\$135.50
TOTAL					-\$135.50	\$135.50
Bill Pmt -C 1178		02/03/2016	Grapevine Signs	03-1012 · FSB - Ck. Acct #1910		-\$450.00
Bill	3670	02/02/2016		03-6380 · Other Grounds Maint Exp	-\$450.00	\$450.00
TOTAL					-\$450.00	\$450.00
Bill Pmt -C 1179		02/03/2016	Innovative Turf	03-1012 · FSB - Ck. Acct #1910		-\$136.50
Bill	11231	02/01/2016		03-6332 · Irrigation Repair & Maint.	-\$136.50	\$136.50
TOTAL					-\$136.50	\$136.50
Bill Pmt -C 1180		02/03/2016	LCRA	03-1012 · FSB - Ck. Acct #1910		-\$453.13
Bill	1-29-16 Statement	01/29/2016		03-6370 · Raw Water Purchase	-\$453.13	\$453.13
TOTAL					-\$453.13	\$453.13
Bill Pmt -C 1181		02/03/2016	Mary Jane Morgan	03-1012 · FSB - Ck. Acct #1910		-\$90.00
Bill	011	02/02/2016		03-6081 · Cleaning Service	-\$54.00	\$54.00
				03-6122 · Miscellaneous and Supplies	-\$36.00	\$36.00
TOTAL					-\$90.00	\$90.00
Bill Pmt -C 1182		02/11/2016	4-T Propane, LLC	03-1012 · FSB - Ck. Acct #1910		-\$290.00
Bill	8977	01/28/2016		03-6053 · Propane	-\$290.00	\$290.00
TOTAL					-\$290.00	\$290.00
Bill Pmt -C 1183		02/11/2016	Backbone Valley Nursery, I	03-1012 · FSB - Ck. Acct #1910		-\$165.92
Bill	2/1/16 Statement	01/28/2016		03-6102 · Building Repair & Maintenance	-\$165.92	\$165.92
TOTAL					-\$165.92	\$165.92
Bill Pmt -C 1184		02/11/2016	Ben E. Keith	03-1012 · FSB - Ck. Acct #1910		-\$1,726.91
Bill	73862517	01/27/2016		03-6549 · Food Exp	-\$815.88	\$815.88
				03-6545 · Restaurant-Consumable Supplies	-\$16.99	\$16.99
Bill	73862519	01/27/2016		03-6160 · Inventory Purchased	-\$61.32	\$61.32
Bill	73867432	02/02/2016		03-6549 · Food Exp	-\$669.92	\$669.92
				03-6101 · House Supplies	-\$162.80	\$162.80
TOTAL					-\$1,726.91	\$1,726.91
Bill Pmt -C 1185		02/11/2016	Card Service Center	03-1012 · FSB - Ck. Acct #1910		-\$21.92
Bill	Jan 2016-1377 (AC	01/29/2016		03-6040 · Office Supplies	-\$13.98	\$13.98
Bill	Jan 2016-1146 (JC	01/29/2016		03-6045 · Advertising	-\$7.94	\$7.94
TOTAL					-\$21.92	\$21.92
Bill Pmt -C 1186		02/11/2016	Eaton Security & Associate	03-1012 · FSB - Ck. Acct #1910		-\$70.00
Bill	2504	02/01/2016		03-6039 · Other Administrative Expenses	-\$35.00	\$35.00
				03-6039 · Other Administrative Expenses	-\$35.00	\$35.00

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-\$70.00	\$70.00
Bill Pmt -C 1187		02/11/2016	Eleni Howard	03-1012 · FSB - Ck. Acct #1910		-\$150.00
Bill	# 012	02/01/2016		03-6081 · Cleaning Service	-\$90.00	\$90.00
				03-6122 · Miscellaneous and Supplies	-\$60.00	\$60.00
TOTAL					-\$150.00	\$150.00
Bill Pmt -C 1188		02/11/2016	Raul Martinez	03-1012 · FSB - Ck. Acct #1910		-\$315.50
Bill	1/27/16-2-4-16	02/04/2016		03-6512 · Wages - Part Time/Seasonal	-\$315.50	\$315.50
TOTAL					-\$315.50	\$315.50
Bill Pmt -C 1189		02/11/2016	Verizon Southwest	03-1012 · FSB - Ck. Acct #1910		-\$196.84
Bill	1-28-16 Statement	02/01/2016		03-6050 · Telephone	-\$37.75	\$37.75
				03-6122 · Miscellaneous and Supplies	-\$159.09	\$159.09
TOTAL					-\$196.84	\$196.84
Bill Pmt -C 1190		02/11/2016	Victory Publishing	03-1012 · FSB - Ck. Acct #1910		-\$254.51
Bill	# 2016-ci-5037	01/31/2016		03-6045 · Advertising	-\$177.84	\$177.84
Bill	2-1-16 Statement	02/04/2016		03-6045 · Advertising	-\$76.67	\$76.67
TOTAL					-\$254.51	\$254.51
Bill Pmt -C 1191		02/18/2016	4-T Propane, LLC	03-1012 · FSB - Ck. Acct #1910		-\$290.00
Bill	9136	02/11/2016		03-6053 · Propane	-\$290.00	\$290.00
TOTAL					-\$290.00	\$290.00
Bill Pmt -C 1192		02/18/2016	Eleni Howard	03-1012 · FSB - Ck. Acct #1910		-\$150.00
Bill	# 013	02/12/2016		03-6081 · Cleaning Service	-\$90.00	\$90.00
				03-6224 · Cleaning	-\$60.00	\$60.00
TOTAL					-\$150.00	\$150.00
Bill Pmt -C 1193		02/18/2016	Gail's Flags, Inc.	03-1012 · FSB - Ck. Acct #1910		-\$499.45
Bill	129217	02/01/2016		03-6321 · Other Golf Course Maint. Exp.	-\$499.45	\$499.45
TOTAL					-\$499.45	\$499.45
Bill Pmt -C 1194		02/18/2016	HIBU Inc West	03-1012 · FSB - Ck. Acct #1910		-\$150.00
Bill	2/3/16 Invoice	02/01/2016		03-6045 · Advertising	-\$150.00	\$150.00
TOTAL					-\$150.00	\$150.00
Bill Pmt -C 1195		02/18/2016	NAPA-Third Coast Distrib	03-1012 · FSB - Ck. Acct #1910		-\$120.13
Bill	1-30-16 Statement	01/30/2016		03-6329 · Equipment Maint & Repair	-\$120.13	\$120.13
TOTAL					-\$120.13	\$120.13
Bill Pmt -C 1196		02/18/2016	Pathmark Traffic	03-1012 · FSB - Ck. Acct #1910		-\$527.76

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	015727	02/01/2016		03-6801 · Miscellaneous Expenses	-\$527.76	\$527.76
TOTAL					-\$527.76	\$527.76
Bill Pmt -C 1197		02/18/2016	PEC	03-1012 · FSB - Ck. Acct #1910		-\$1,371.67
Bill	1/6/16-2/3/16	02/01/2016		03-6342 · Electric - Maintance Building	-\$110.75	\$110.75
				03-6052 · Electric	-\$772.07	\$772.07
				03-6225 · Electric	-\$488.85	\$488.85
TOTAL					-\$1,371.67	\$1,371.67
Bill Pmt -C 1198		02/18/2016	Professional Turf	03-1012 · FSB - Ck. Acct #1910		-\$498.03
Bill	1324219-00	01/29/2016		03-6329 · Equipment Maint & Repair	-\$203.95	\$203.95
Bill	1324219-01	02/03/2016		03-6329 · Equipment Maint & Repair	-\$294.08	\$294.08
TOTAL					-\$498.03	\$498.03
Bill Pmt -C 1199		02/18/2016	Republic Services #843	03-1012 · FSB - Ck. Acct #1910		-\$144.32
Bill	0843-001165238	01/31/2016		03-6346 · Sewer & Water	-\$144.32	\$144.32
TOTAL					-\$144.32	\$144.32
Bill Pmt -C 1200		02/25/2016	AlSCO, Inc.	03-1012 · FSB - Ck. Acct #1910		-\$377.79
Bill	Jan 2016 Statemer	01/29/2016		03-6573 · Linen	-\$377.79	\$377.79
TOTAL					-\$377.79	\$377.79
Bill Pmt -C 1201		02/25/2016	Ben E Keith	03-1012 · FSB - Ck. Acct #1910		-\$109.85
Bill	73875655	02/10/2016		03-6160 · Inventory Purchased	-\$91.98	\$91.98
				03-6123 · Pro-Shop Consumable Supplies	-\$17.87	\$17.87
TOTAL					-\$109.85	\$109.85
Bill Pmt -C 1202		02/25/2016	Ben E. Keith	03-1012 · FSB - Ck. Acct #1910		-\$2,021.53
Bill	98713784	02/08/2016		03-6560 · Equipment Rental	-\$70.00	\$70.00
Bill	73875654	02/10/2016		03-6549 · Food Exp	-\$1,319.96	\$1,319.96
				03-6101 · House Supplies	-\$354.79	\$354.79
Bill	73878516	02/12/2016		03-6549 · Food Exp	-\$270.80	\$270.80
				03-6545 · Restaurant-Consumable Supplies	-\$5.98	\$5.98
TOTAL					-\$2,021.53	\$2,021.53
Bill Pmt -C 1203		02/25/2016	Bridgestone Golf, Inc.	03-1012 · FSB - Ck. Acct #1910		-\$407.80
Bill	1002462682	02/11/2016		03-6160 · Inventory Purchased	-\$290.33	\$290.33
Bill	1002462681	02/11/2016		03-6160 · Inventory Purchased	-\$117.47	\$117.47
TOTAL					-\$407.80	\$407.80
Bill Pmt -C 1204		02/25/2016	Eleni Howard	03-1012 · FSB - Ck. Acct #1910		-\$150.00
Bill	# 014	02/23/2016		03-6081 · Cleaning Service	-\$90.00	\$90.00
				03-6224 · Cleaning	-\$60.00	\$60.00
TOTAL					-\$150.00	\$150.00

Recreation & Country Club Division

Check Detail

February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -C	1205	02/25/2016	Ewing	03-1012 · FSB - Ck. Acct #1910		-\$641.26
Bill	968850	02/18/2016		03-6322 · Fertilizer	-\$641.26	\$641.26
TOTAL					-\$641.26	\$641.26
Bill Pmt -C	1206	02/25/2016	Extreme Tree Service	03-1012 · FSB - Ck. Acct #1910		-\$675.00
Bill	314877	02/23/2016		03-6380 · Other Grounds Maint Exp	-\$675.00	\$675.00
TOTAL					-\$675.00	\$675.00
Bill Pmt -C	1207	02/25/2016	Fox Mail	03-1012 · FSB - Ck. Acct #1910		-\$195.00
Bill	9784	02/15/2016		03-6045 · Advertising	-\$195.00	\$195.00
TOTAL					-\$195.00	\$195.00
Bill Pmt -C	1208	02/25/2016	Meadowlakes POA	03-1012 · FSB - Ck. Acct #1910		-\$881.87
Bill	119	02/04/2016		03-6362 · Machinery Lease	-\$815.14	\$815.14
				03-6363 · Machinery Interest	-\$66.73	\$66.73
TOTAL					-\$881.87	\$881.87
Bill Pmt -C	1209	02/25/2016	Mid-Tex Turf Supply	03-1012 · FSB - Ck. Acct #1910		-\$562.06
Bill	6285	02/17/2016		03-6333 · Pond Maintenance	-\$255.00	\$255.00
				03-6329 · Equipment Maint & Repair	-\$307.06	\$307.06
TOTAL					-\$562.06	\$562.06
Bill Pmt -C	1210	02/25/2016	Northland Communications	03-1012 · FSB - Ck. Acct #1910		-\$25.97
Bill	Feb 2016	02/18/2016		03-6520 · Television-Clubhouse	-\$25.97	\$25.97
TOTAL					-\$25.97	\$25.97
Bill Pmt -C	1211	02/25/2016	Professional Turf	03-1012 · FSB - Ck. Acct #1910		-\$1,083.50
Bill	1325964-00	02/15/2016		03-6332 · Irrigation Repair & Maint.	-\$386.65	\$386.65
Bill	1326216-00	02/19/2016		03-6332 · Irrigation Repair & Maint.	-\$696.85	\$696.85
TOTAL					-\$1,083.50	\$1,083.50
Bill Pmt -C	1212	02/25/2016	Sports Turf	03-1012 · FSB - Ck. Acct #1910		-\$235.69
Bill	0079629-IN	02/17/2016		03-6332 · Irrigation Repair & Maint.	-\$235.69	\$235.69
TOTAL					-\$235.69	\$235.69
Bill Pmt -C	1213	02/25/2016	Trimax Mowing Sys	03-1012 · FSB - Ck. Acct #1910		-\$17.64
Bill	SI-0001708	02/10/2016		03-6329 · Equipment Maint & Repair	-\$17.64	\$17.64
TOTAL					-\$17.64	\$17.64

Total February 2016 Recreation Fund Disbursements

\$24,769.32

City of Meadowlakes Payroll
Check Detail
February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Ck.	EFT	02/01/2016	Guardian	04-1002 · First State Bank		-\$581.57
				04-5330 · Empl Ins. Expense	-\$120.14	\$120.14
				04-6330 · Empl Ins.	-\$247.69	\$247.69
				04-7330 · Empl Ins. Expense	-\$213.74	\$213.74
TOTAL					<u>-\$581.57</u>	<u>\$581.57</u>
Liability Ck.	EFT	02/16/2016	Texas Child Support SDU	04-1002 · First State Bank		-\$234.55
				04-7255 · Child Support Payable -	-\$174.00	\$174.00
				04-7255 · Child Support Payable -	-\$60.55	\$60.55
TOTAL					<u>-\$234.55</u>	<u>\$234.55</u>
Liability Ck.	To Print	02/29/2016	Texas Child Support SDU	04-1002 · First State Bank		-\$374.44
				04-7255 · Child Support Payable -	-\$174.00	\$174.00
				04-7255 · Child Support Payable -	-\$44.75	\$44.75
				04-7255 · Child Support Payable -	-\$155.69	\$155.69
TOTAL					<u>-\$374.44</u>	<u>\$374.44</u>
Liability Ck.	1044	02/01/2016	Dental Select	04-1002 · First State Bank		-\$158.78
				24000 · Payroll Liabilities	-\$158.78	\$158.78
TOTAL					<u>-\$158.78</u>	<u>\$158.78</u>
Liability Ck.	1045	02/01/2016	Blue Cross Blue Shield	04-1002 · First State Bank		-\$9,608.06
				04-7330 · Empl Ins. Expense	-\$3,370.90	\$3,370.90
				04-6330 · Empl Ins.	-\$4,408.10	\$4,408.10
				04-5330 · Empl Ins. Expense	-\$1,555.80	\$1,555.80
				24000 · Payroll Liabilities	-\$273.26	\$273.26
TOTAL					<u>-\$9,608.06</u>	<u>\$9,608.06</u>
Liability Ck.	1079	02/08/2016	Internal Revenue Service	04-1002 · First State Bank		-\$8,362.98
				24000 · Payroll Liabilities	-\$2,953.00	\$2,953.00
				24000 · Payroll Liabilities	-\$2,192.28	\$2,192.28
				24000 · Payroll Liabilities	-\$2,192.28	\$2,192.28
				24000 · Payroll Liabilities	-\$512.71	\$512.71
				24000 · Payroll Liabilities	-\$512.71	\$512.71
TOTAL					<u>-\$8,362.98</u>	<u>\$8,362.98</u>
Liability Ck.	1080	02/10/2016	Texas Municipal Retirement	04-1002 · First State Bank		-\$4,916.43
				04-5340 · Empl Retirement	-\$176.36	\$176.36
				04-6340 · Empl Retirement Expense	-\$371.18	\$371.18
				04-7260 · Empl Retirement Pay-	-\$296.12	\$296.12
				04-6260 · Empl Retirement Pay-Utility	-\$4,072.77	\$4,072.77
TOTAL					<u>-\$4,916.43</u>	<u>\$4,916.43</u>

City of Meadowlakes Payroll
Check Detail
February 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Liability Ck.	1116	02/22/2016	Internal Revenue Service	04-1002 · First State Bank		-\$8,340.40
				24000 · Payroll Liabilities	-\$2,944.00	\$2,944.00
				24000 · Payroll Liabilities	-\$2,186.81	\$2,186.81
				24000 · Payroll Liabilities	-\$2,186.81	\$2,186.81
				24000 · Payroll Liabilities	-\$511.39	\$511.39
				24000 · Payroll Liabilities	-\$511.39	\$511.39
TOTAL					-\$8,340.40	\$8,340.40
Liability Ck.	1117	02/22/2016	Texas Child Support SDU	04-1002 · First State Bank		\$0.00
TOTAL					\$0.00	\$0.00
Liability Ck.	1120	02/25/2016	Internal Revenue Service	04-1002 · First State Bank		-\$245.64
				24000 · Payroll Liabilities	-\$42.00	\$42.00
				24000 · Payroll Liabilities	-\$82.52	\$82.52
				24000 · Payroll Liabilities	-\$82.52	\$82.52
				24000 · Payroll Liabilities	-\$19.30	\$19.30
				24000 · Payroll Liabilities	-\$19.30	\$19.30
TOTAL					-\$245.64	\$245.64
Total February Payroll Disbursements less payroll						\$32,822.85

City of Meadowlakes
Items for Consideration
City Council Meeting
March 8, 2016

**Consent Item I-Transferring
of Vehicle Replacement
Funds from Utility Fund to
General Fund**

Date: March 4, 2016
To: Honorable Mayor Raesener and Council Members
Agenda Item: Consent Item I-Transfer of Vehicle Replacement Funds
from the Utility Fund to the General Fund

Requested Council Agenda Date: March 8, 2016

Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. Place On: ☒ Consent ☐ Old Business ☐ New Business
2. Budget Impact Statement Attached: ☐ Yes ☐ No ☒ N/A
3. Original Copies of Documents Approved in form by City Attorney? ☐ Yes
☐ No

4. Background:

At the February meeting you authorized up to \$30,000 for the purchase of a new truck. During the discussion, it was noted that the Utility Fund had \$17,127 in reserve vehicle replacement funds that could help offset the cost of the truck. This is a housekeeping item to formalize the discussion and decision regarding the truck purchase. . The total purchase price of the new 2016 Ford F150 was \$30,000, with \$12,873 from the General Fund operating reserves.

City of Meadowlakes
Items for Consideration
City Council Meeting
March 8, 2016

**Old Business-6-Resolution
2016-03-Adopting City
Council Rules and
Procedures**

Date: March 4, 2016
To: Honorable Mayor Raesener and Council Members
Agenda Item: Old Business-6-Resolution 2016-03-Adopting City Council Rules and Procedures

Requested Council Agenda Date: March 8, 2016

Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. **Place On:** ___ Consent ___☒___ Old Business ___ New Business
2. **Budget Impact Statement Attached:** ___Yes ___No ___☒___N/A
3. **Original Copies of Documents Approved in form by City Attorney?** ___Yes ___No

4. Background:

Last week, in the special called meeting we discussed the possible implementation of a policy to establish rules and procedures for conducting council meetings. The action was tabled until the March meeting to allow for further review; specifically, Section 5C, citizens comments. Attached are two wording options for your review.

5. Recommendation:

Resolution 2016-03 is the adopting document if you decide to adopt the proposed City Council Rules and Procedures.

City of Meadowlakes

RESOLUTION NUMBER 2016-03

March 8, 2016

A RESOLUTION BY THE CITY OF MEADOWLAKES, TEXAS, ADOPTING THE CITY OF MEADOWLAKES CITY COUNCIL RULES AND PROCEDURES.

Whereas, Texas Local Government Code Section 51.01 authorizes a municipality to adopt an ordinance, act, law or regulation, consistent with State law, which is necessary for the municipality, in the interest and welfare of its citizens and to maintain good order of the municipality; and

Whereas, the City Council finds it is prudent to adopt rules and procedures; and

Whereas, the City Council has reviewed and approves the "*City of Meadowlakes, City Council Rules and Procedures*" which are attached to this resolution and incorporated by this reference;

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

Section 1. The attached "*City of Meadowlakes, City Council Rules and Procedures*" are hereby adopted.

Section 2. This Resolution shall be effective upon its passage by a majority vote of the City Council.

PASSED AND APPROVED THIS THE 8TH DAY OF MARCH, 2016, at a regular meeting of the City Council of the City of Meadowlakes, Texas.

APPROVED:

ATTEST:

Mary Ann Raesener, Mayor

Loren Meiner, City Secretary



City of Meadowlakes

City Council Rules and Procedures



DRAFT #3 3-3-16

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CITY OF MEADOWLAKES CITY COUNCIL RULES AND PROCEDURES

SECTION I-AUTHORITY

Texas Local Government Code Section 51.01 authorizes a municipality to adopt an ordinance, act, law or regulation, consistent with state law, which is necessary for the municipality, interest and welfare of its citizens and to maintain good order of the entity. In order to provide the framework for the execution of these powers and authority, the following set of rules shall be in effect upon their adoption by the City Council and until such time as they are amended or new rules adopted in the manner provided for by these rules.

SECTION II-GENERAL RULES

2.1 Meetings to be Public. All meetings of the City Council shall be open to the public, with the exception of Executive Sessions.

2.2 City Council. For purposes of these rules, the collective membership of the Mayor and City Councilmembers shall be known as the City Council. Individually, each shall be referred to as Mayor or Councilmember.

2.3 Quorum. ~~Three Councilmembers and the Mayor constitutes a quorum. (LGC §23.027). For any meeting other than a special or emergency meeting any four (4) members of the City Council constitutes a quorum. In the Mayor's absence, any four of the Councilmembers constitutes a quorum.~~ At a special or emergency meeting or a meeting to consider imposition of taxes, two-thirds (2/3) of the number of City Council Councilmembers is required for a quorum (LGC §22.039.)

2.4 Minutes of Meetings. An account of all proceedings of the City Council shall be kept by the City Secretary and shall be entered in a book constituting the official record of the City Council. The Official City Council Minutes are action minutes and provide the action taken by the City Council and a summary of subjects discussed.

2.5 Questions to Contain One Subject. All questions submitted for a vote shall contain only one subject. If two or more points are involved, any Councilmember may require a division. Division shall be required only on the affirmative vote of three (3) Councilmembers. If no division is requested and approved, the question shall be submitted as originally framed.

2.6 City Manager. The City Manager or designee shall attend all City Council meetings unless expressly excused. The City Manager may make

recommendations to the City Council and take part in all discussions of the City Council, but shall have no vote.

2.7 City Attorney. The City Attorney or designee may be required to attend a City Council meeting. The attendance of the City Attorney shall be based on the subject matter of the meeting. ~~and attendance~~Attendance shall be based on the need established need by the Council, Mayor or City Manager.

2.8 City Secretary. The City Secretary or designee shall attend all meetings of the City Council unless expressly excused, and shall keep the official minutes and perform such other duties as may be requested by the City Council.

2.9 Employees. Any employee of the City, when requested by the City Manager, shall attend any meeting of the City Council and, if requested to do so by the City Manager, such employee may present information relating to matters before the City Council. Members of the City Council may request presentations by staff and/or particular staff members, but the City Manager will determine the staff spokesperson for providing information for a particular agenda item at the City Council meeting.

2.10 Executive Session. All matters discussed in Executive Session, as authorized by the Texas Open Meetings Act, may be deemed confidential by law. Participants authorized to attend Executive Sessions are not required to make public disclosure concerning the matters discussed in Executive Session. It shall be the policy of the City Council that the Mayor, individual Councilmembers, the City Manager, City Attorney, City Secretary and others who are authorized to attend Executive Sessions shall not make ~~selective~~ disclosure of confidential matters where the information has not been released to the general public. The presiding officer may be authorized to issue a statement regarding confidential matters upon approval of same by the City Council. ~~For the opening and closing of an Executive Session, the Mayor shall~~ open and close an executive session ~~do such~~ at the location ~~as~~ noted on the official agenda notice posted in compliance with the Texas Open Meetings Act. For purposes of regular agenda meeting postings, the opening and closing of an Executive Session shall be done in the Council Conference Room of City Hall. When the City is involved in litigation or a legal dispute, Councilmembers shall not comment on settlements, appeals, or other issues related to the subject until the matter is resolved. The City Attorney shall be authorized to provide any public responses or comments as needed on matters involving litigation.

SECTION III-TYPES OF MEETINGS

3.1 Regular Meetings. The City Council shall meet at least once a month at City Hall located at 177 Broadmoor, on the second (2nd) Tuesday of each month at 5:00 p.m. ~~as officially established by the City Council,~~ or as otherwise established by the City Council. The City Council shall determine whether or not to continue its meeting for additional time at or near 12:00 midnight if further items are on

the agenda and have not been considered. The call for and conduct of all meetings of the City Council, both regular and special as provided in Section 3.2 hereof, shall be in accordance with state law.

3.2 Special and Emergency Meetings. Special meetings may be called by the Mayor, or two (2) City Councilmembers. The call for a special meeting shall be documented and filed with the City Secretary in written form (including e-mail), except that announcement of a special meeting during any regular meeting at which all Councilmembers are present shall be sufficient notice of such special meeting. The call for a special meeting shall specify the day and the hour of the special meeting. And list the subject or subjects to be considered. A Public Notice shall be posted at least 72 hours before the meeting is scheduled to begin. The agenda for any special meeting shall include a designation of the person(s) who called such meeting. In accordance with state law, the notice to the public of an emergency meeting must be posted at least two hours before the meeting is scheduled to begin. An emergency exists only if immediate action is required of the City Council because of an "imminent threat to public health and safety" or a "reasonably unforeseeable situation" and/or state law.

3.3 Recessed Meetings. Any meeting of the City Council may be recessed to a later time provided that no recess shall be for a longer period than until the next regularly scheduled City Council meeting. Such recess shall be held upon the approval of the vote of a majority of the City Council. Additional notice shall be posted in accordance with the Open Meetings Act for any recess beyond the next business day.

3.4 Work Session Meetings. Work session meetings may be called by the Mayor or any two (2) Councilmembers for the purpose of in-depth discussion or investigating or exploring matters of interest to the City without formal action being taken by the City Council. The time, place, and purpose of such work session meetings shall be stated in a notice complying with the Texas Open Meetings Act. Such work session meetings may be held in any appropriate location inside or outside the City Hall upon concurrence by any three (3) Councilmembers or as determined by the Mayor. Such work session meetings may include, but shall not be limited to, meetings with neighboring governmental bodies or agencies, meetings with any of the City's appointed boards, commissions, or committees, meetings with civic organizations or meetings for Councilmembers to research, evaluate, explore, investigate, or discuss any matter of interest or possible action affecting the City, subject to compliance with the provisions of the Texas Open Meetings Act. The City Council may establish regular work session meetings immediately prior to regular City Council meetings. In conjunction with the regularly scheduled City Council meeting, a City Council work ~~session-session~~ may be held at 4:00 p.m., prior to the regular City Council meeting, unless otherwise specified. The agenda for the City Council work session meeting may shall include, among other items: routine reports, information related to the regular agenda items, and issues for which the City Manager seeks direction or clarification.

3.5 Town Hall Meetings. The City Council may from time to time, at its discretion, call town hall meetings. Such meetings shall be special meetings of the City Council, and an agenda shall be posted in accordance with law outlining the topics to be discussed. The primary purpose of these meetings should be an opportunity for citizens to make comments and ask questions of the Mayor, Council and/or staff regarding issues that are of concern ~~to them~~. The content and time allotted in the agenda shall reflect this primary purpose. Such meetings shall not be held within the 90 day period prior to the election of the Mayor and/or City Council. No formal action may be taken at a town hall meeting. The Council may respond to public comments or questions with statements of factual information and existing policy. If any presentation is to be made by the Mayor, Council and/or Staff in conjunction with a town hall meeting, the subject matter of those presentations shall be identified in the agenda.

3.6 Public Hearings. This section is only used when a statutorily required public hearing is part of order of business. The Mayor shall first request staff comments. The Mayor shall open the public hearing and receive citizens input in the following order: proponents, then opponents. While the public hearing is open, the Council may ask questions of the speakers, but may not deliberate or argue with the public on the matter at hand. ~~Those s~~Speakers at a public hearing are required to follow the rules established herein for citizen's comments. Upon conclusion of the citizens' comments, the Mayor shall close the public hearing. Council may deliberate or take action on the matter at hand upon the closing of the public hearing.

SECTION IV-CONDUCT OF MEETINGS

4.1 Presiding Officer. The Mayor, if present, shall preside at all meetings of the City Council and enforce these rules and procedures during a meeting. The presiding officer shall make decisions on questions of procedure, subject to review by the City Council as a whole. Following a decision of the presiding officer on a question of procedure, any two Councilmembers may appeal the decision to that City Council as a whole by the making a seconding of an appeal. In the absence of the Mayor, the Mayor Pro Tem shall preside. In the absence of the Mayor and Mayor Pro Tem, the presiding officer shall be the next available City Councilmember beginning with Place 1, and progressing up in consecutive order until a replacement is seated.

4.2 Call to Order. The meetings of the City Council shall be called to order by the presiding officer.

4.3 Motions. The following motions are available to be made:

- A. *Main Motion.* A subject shall be introduced by a main motion. The presiding officer shall seek a motion on the agenda item, but in the absence of any such motion, the presiding officer may make a motion. Once seconded, no other topics should be taken up until after the

motion is disposed of in accordance with these Rules. The Main Motion may be modified at the initiative of the originator and the concurrence of the Councilmember who seconded the Main Motion. Any motion requires a second or it dies for lack of a second. A presiding officer may second a motion.

- B. *Motion to Table or Postpone to a Certain Time.* This motion requires that consideration of the main motion be delayed until a certain stated time for, among other reasons, obtaining more information. A future date certain shall be set when the subject is considered. This motion is debatable and requires a majority vote of the members present for passage.
- C. *Motion to Table or Postpone Indefinitely.* This motion postpones consideration of the main motion in such a way that the issue being discussed may be taken up at an unspecified, later date when a majority of the members present vote to "call it from the table." This motion is not debatable and requires a majority vote of the members present for passage. The Open Meetings Act must be followed in posting the issue or case when it is called from the table.
- D. *Motion to Call the Question.* This motion is made to end discussion that has become lengthy, repetitious, or futile. When seconded, the presiding officer immediately calls the vote on the question of closing the discussion. This motion is not debatable and requires a majority vote of the members present for passage. If a motion to call the question is approved, any Councilmember who has not yet been heard shall be allowed up to three (3) minutes to comment on the item prior to a vote.
- E. *Motion to Reconsider.* The Council may reconsider a vote during the same meeting on motion by a member who voted on the prevailing (winning) side of the issue. This motion is debatable and requires a majority vote of the members present for passage. If that vote is affirmative, a second vote is held on the issue to be reconsidered.
- F. *Frivolous or Delaying Motions.* The presiding officer shall not entertain any motion that is frivolous or clearly made for purpose of delay.
- G. *Motion to Adjourn.* At the conclusion of business, the presiding officer may declare the meeting adjourned without waiting for a motion, but a member may move to keep the meeting open in order to make a motion to reconsider or to ask that an item be placed on a future agenda or a member may move to adjourn. When the meeting is adjourned by vote of the body, the meeting is immediately halted.
- H. *Point of Order, Questions and Inquiries.* A point of order may be raised at any time and supersedes any issue being discussed at the time.

No second is required for a point of order and no debate is allowed. The presiding officer shall rule on the point of order before proceeding. Anyone dissatisfied with the ruling may appeal to the Council for a final decision, this appeal must be seconded. The appeal is debatable and the presiding officer may participate in the debate without giving up the chair. A majority of No votes is necessary to reverse the ruling. Motions to Table, to Table Indefinitely or to Call the Question or appeal of a ruling thereon, shall be considered as Points of Order and must be addressed immediately without proceeding to further business.

Whenever necessary, advice may be asked as to correct procedures or facts may be requested. The presiding officer shall respond to the question or refer it to the proper person.

4.4 Preservation of Order. The presiding officer shall preserve order and decorum, prevent clash of personalities or the impugning of Councilmembers' motives, and shall confine Councilmembers in debate to the question under discussion.

4.5 Points of Order. The presiding officer shall determine all points of order as provided for in Section 4.3 above, subject to the right of any Councilmember to appeal to the City Council.

4.6 Questions to be Stated. The presiding officer shall state all questions submitted for a vote and announce the result.

4.7 Substitution for Mayor. The Mayor may call the Mayor Pro Tem, or in the Mayor Pro Tem's absence, any other Councilmember to take the Mayor's place in the meeting chair. Such substitutions shall not continue beyond meeting adjournment.

4.8 Amendment to the Minutes. Amendments to the Minutes are made by a motion during the item to consider approval of the minutes. The Minutes are action minutes and provide the action taken by City Council and a summary of subjects discussed. If a Councilmember desires that certain information be included in the minutes, the Councilmember shall state prior to the information, "For the record." If it is a lengthy statement, a written copy shall be provided to the City Secretary.

4.9 Written Correspondence. The City Council is not obligated to provide for a reading of correspondence into the public record on behalf of an absent individual as part of a City Council Public Hearing. The correspondence is provided to City Council and is included in the City Council agenda packet.

SECTION V-AGENDA

5.1 Preparation of Agenda.

- A. The order of business of each meeting shall be as contained in the City Council agenda drafted by the City Manager or City Secretary and approved by the Mayor. The agenda shall be a listing by topic of subjects to be considered by the City Council, and, in the case of regular meetings, shall be delivered to the City Council not less than 72 hours prior to the meeting time.
- B. The presiding officer will be able to place any item on an agenda at his/her discretion. Similarly, upon the written request, including e-mail, of any two Councilmembers, a requested item shall be included on an agenda. Such requests by either the presiding officer or two (2) Councilmembers shall be submitted to the City Manager or City Secretary not later than 4:00 p.m. on the ~~Wednesday~~ six (6) days prior to regular City Council meeting. Once an agenda item has been requested per the above, such agenda item can only be removed from the agenda by the person(s) who requested the item.
- C. Upon final completion and approval by the Mayor and City Manager, the Pre-Agenda for the next Council meeting shall be distributed to the full City Council no later than noon on ~~the Thursday~~ five (5) days prior to the next regularly scheduled Council meeting. Once the Pre-Agenda has been distributed, no item can be removed from the agenda.
- D. Items Omitted from Agenda. Any item not appearing on the agenda shall not be taken up for discussion as a matter of City Council business during a regular meeting unless it is of an emergency nature as authorized by the Texas Open Meetings Act and comes to the City's attention too late to appear on the agenda. Such special, urgent, or emergency issues shall be posted in compliance with the Texas Open Meetings Act and ~~the~~ state law and may be added as a supplemental item to the regular agenda.
- E. A Councilmember may request a previously acted upon agenda item be reconsidered at the next City Council meeting provided the request is made from the prevailing side of the issue. A Councilmember is not entitled to make such a request if he/she is not from the prevailing side of the issue.
- F. The City Manager shall provide the City Council with a written analysis of and recommendation of items to be acted on by the City Council at its meetings. These communications shall be generally referred to as agenda packets. The agenda packets for all regular meetings shall be electronically delivered to the City Council by the Friday preceding the date of the next regular meeting to which it pertains, unless an

emergency condition makes it necessary to deliver the communication on a subsequent day.

- G. The City Secretary shall post notices of all City Council meetings in compliance with the Texas Open Meetings Act.

5.2 Consent Agenda. In preparing the agenda, the City Manager shall give consideration to the number and degree of complexity of items to be considered by the City Council for the purpose of conserving the City Council's time in meetings. Items which are anticipated to be routine and require little or no discussion by the City Council shall be listed under the agenda category styled "Consent Items." Prior to taking up the Consent Agenda, the Mayor shall determine if there are any items thereon which should be removed from the Consent Agenda for discussion. Any Councilmember may, upon request, remove any item from the Consent Agenda for discussion and separate action. Thereafter, all remaining Consent Agenda items may be acted upon by a single motion approving the Consent Agenda. Items removed from the Consent Agenda shall be considered on the ending resolution, which is for action not otherwise approved.

5.3 Oral Presentations by City Manager. Matters requiring the City Council's attention or action which may have developed since the deadline for delivery of the agenda packets may, upon approval of the City Council, and after satisfying the requirements of the Texas Open Meetings Act, be presented orally by the City Manager, or designated staff.

5.4 Citizen Participation at Meetings.

- A. Citizens and other visitors are welcomed to attend all public meeting of the City Council and will be admitted to the City Council chambers or other room in which the City Council is meeting up to the fire safety capacity of the room.
- B. Everyone attending the meeting will refrain from private conversations while the City Council is in session.
- C. Presentations by citizens must be confined to the agenda item being considered and any questions will be directed to the presiding officer. Citizens wishing to speak shall be allowed to speak, provided prior to the consideration of the item said person completes and delivers to the City Secretary an "Application to Address" form providing name, address and topic. "Application to Address" forms shall be completed at the Council meeting and must be turned in ~~fifteen (15)~~ five minutes prior to stated time of the Council meeting. Persons wishing to express their position on an agenda item but who do not wish to speak ~~shall~~ may complete an "Application to Address" form and indicate their support or opposition. The name and respective position of such

person(s) shall be read into the record. ~~A person who has not completed the "Application to Address" form prior to discussion of the item on the agenda shall not be allowed to speak.~~ Presentation by citizens shall be limited to a time period of not more than three (3) minutes with two (2) additional minutes to conclude, at the option of the presiding officer or the consent of the City Council, for each speaker. A speaker who has requested to address the Council on multiple voting items must speak on all items at the time the first item for which the speaker is registered is considered by the Council. Speakers will have a maximum of three (3) minutes to speak regardless of the number of voting items they wished to address. The applicant in any zoning case will be allowed up to ten (10) minutes to make their presentation. Any time spent by the City Council will not be counted against the citizen's time allotment. No person shall speak more than the time limits provided herein on any subject unless there is an exception supported by a majority of ~~those eligible to vote~~ City Council. The presiding officer shall not be obligated to recognize a speaker for a second comment on a subject.

Alternate wording suggested by Councilman Cunningham

Time for presentations by citizens will be provided at City Council meetings after the meeting is called to order and before the regular consent items. Citizens wishing to speak shall be allowed to do so, provided said person completes and delivers to the City Secretary an "Application to Address" form providing name, address and topic. This form shall be completed at the Council meeting and must be turned in five (5) minutes prior to stated time of the Council meeting. Persons wishing to express their position on an agenda item but who do not wish to speak shall complete an "Application to Address" form and indicate their support or opposition. The name, address and respective position of such person(s) shall be read into the record. Presentations by citizens shall be limited to a time period of not more than three (3) minutes for each speaker with two (2) additional minutes to conclude, at the option of the presiding officer or the consent of the City Council, for each speaker. A speaker who has requested to address the Council on multiple voting items must speak on all items at the time the first item for which the speaker is registered is considered by the Council. Speakers will have a maximum of three (3) minutes to speak regardless of the number of items they wished to address. The applicant in any zoning case will be allowed up to ten (10) minutes to make their presentation. Any time spent by the City Council will not be counted against the citizen's time allotment. No person shall speak more than the time limits provided herein on any subject unless there is an exception supported by a majority of vote of the City Council. The presiding officer shall not be obligated to recognize a speaker for a second comment on a subject. After those who signed up to speak finish, the

presiding officer may ask for additional requests to speak from the balance of citizens in attendance. Those who so request will be required to state their name and address before speaking.

- D. Following a request by a Councilmember, the presiding officer may request that the City Council re-open the public hearing after a public hearing has been closed. Such public hearing may be re-opened upon the approval of a majority vote of the City Council.
- E. As a general rule, citizens may not participate in discussions of the City Council except when recognized by the Mayor and during citizen presentations, public hearings, and as otherwise provided for in these Rules.
- F. Once public input is closed, the matter shall be returned to the City Council for discussion, questions, deliberation, and action. Any Councilmember is entitled to ask questions of any person in attendance at the meeting.

SECTION VI-DECORUM AND DEBATE

6.1 Decorum and Debate. When a measure is presented for consideration to the City Council, the presiding officer shall recognize the appropriate staff or Councilmember to present the case, as needed.

- A. A Councilmember desiring to speak shall address the presiding officer and, upon recognition by the presiding officer, shall confine discussion to the agenda item under discussion. When two or more Councilmembers wish to speak, the presiding officer shall name the Councilmember who is to speak first. No member of the City Council shall interrupt another while speaking except where called to order by the presiding officer or by another Councilmember to make a point of order or to make a point of personal privilege, or unless the speaker chooses to yield to questions from another member. If a Councilmember is called to order while he/she is speaking, he/she shall cease speaking immediately until the question of order is determined. If ruled to be in order, he/she shall be permitted to proceed. If ruled not to be in order, he/she shall remain silent or shall alter his/her remarks so as to comply with rules of the City Council. As a point of courtesy, no Councilmember should leave the remainder of an incomplete City Council meeting while in session with the intent of not returning without advising the presiding officer.
- B. The City Council is committed to conducting its business in a courteous, reasonable, and respectful manner. In that spirit, the City Council acknowledges that each ~~Councilmember~~ ~~member~~ shall be entitled to speak and ask questions on any agenda item and that in doing so,

each Councilmember shall be mindful and respectful of each other's time and perspective. The Mayor shall not be obligated to recognize any Councilmember for a second comment on the subject or amendment until every Councilmember wishing to speak has been allowed a first comment. A complaint that a Councilmember's questions or comments have become excessive, redundant, repetitive, or otherwise may be made as a point of order as provided in Sections 4.3 and 4.5.

- C. Questions from speakers to the City Council with request for an immediate answer, except the applicants and persons representing applicants on platting or zoning cases, shall be prohibited. A Councilmember's questions to speakers should be to specific individuals and the presiding officer should explain to those individuals beforehand that they may come to the podium and answer if they choose to; but they cannot offer additional unsolicited input or engage in question and answer sessions with Councilmembers.
- D. No Councilmember shall be permitted to indulge in profanity or use language personally offensive, impugn the motives of Councilmembers, charge deliberate misrepresentation, or use language tending to hold a member of the City Council, the public, or City staff up for contempt.
- E. Citizens shall observe the same rules of propriety, decorum, and good conduct as the City Council. The Mayor shall not permit unrecognized speaker's comments or allow a member of the audience to indulge in profanities or use language tending to hold the City Council, the public, or City staff up for contempt.
- F. A speaker shall not present an argument on a matter previously considered by the City Council at the same session.
- G. No person shall make personal, impertinent, or slanderous remarks. Any person who becomes boisterous while addressing the City Council or while attending the City Council meeting shall be removed from the room if the security officer is so directed by the presiding officer, and such person shall be barred from further audience before the City Council during that session of the City Council.
- H. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall not be permitted by the presiding officer.
- I. No signs, posters, or placards will be allowed at City Council meetings. Any such signage shall be removed by the security officer.
- J. The presiding officer shall exercise control over persons who disrupt

the meeting, violate these Rules, or disregard the presiding officer in the following ascending order of action:

1. Call the person to order, advising that person of the infraction.
 2. Advise the person that the infraction must cease immediately or the person will be ordered to leave the meeting.
 3. Order the person to leave the meeting. If the offending person is a member of City Council, the presiding officer shall call for a vote on the expulsion of that Councilmember from the meeting, and such vote requires a majority for adoption.
- K. Citizens or other visitors attending city council meetings shall not bring food or drink into the city council chamber or into any other room in which the City Council is meeting.
- F. A police officer may remove an individual or individuals for disrupting a meeting as authorized by Texas Penal Code Section 42.05. When the Mayor fails to maintain order and decorum, the Councilmembers may compel the Mayor to enforce this provision following due parliamentary procedure, which affirms such compulsion by a majority vote of the City Council.

~~SECTION VII-PROCEDURES FOR CITY COUNCIL APPOINTMENTS~~

~~City Council appointments shall be made in accordance with the "City of Meadowlakes Commissions, Boards and Committees Appointments and Procedures Policy" as adopted by the City Council per Ordinance 2012-03, as may be amended from time to time.~~

SECTION VIII-RULES SUSPENSION

Any provision of these rules not governed by City Code or State law may be temporarily suspended by a two-thirds (2/3) vote of ~~the member of~~ the City Council members present. The vote on any suspension shall be taken verbally via "Aye and "No" votes and entered into the minutes of the meeting.

REQUEST TO SPEAK ON AN AGENDA ITEM AT A COUNCIL MEETING
(Application to Address)

Date of Meeting: _____

YOU MUST PROVIDE THE FOLLOWING DETAILS TO ADDRESS THE COUNCIL.
Please complete this form and return it to the City Secretary by 4:55 p.m. on the day of the Meeting
You may also send your request by fax to 830-693-2124
Please Print

Name: _____

Organization or Group Represented or Self: _____

Address: _____

Telephone: _____ Email: _____

Agenda Item(s): _____

Do you? Wish to address the Council ☐ Yes ☐ No

Support the Recommendation: ☐

Oppose the Recommendation: ☐

Interest of the Speaker: _____

(Affected person, neighbor, applicant, applicants representative, interested person)

Statement of the points to be covered during your address: _____

Please Note:

- All speakers must sign the "Application to Address" form prior to addressing the Council.
- Consideration of items for which requests to address the Council Meeting have must have been received by the City Secretary at least five (5) minutes prior to the commence of the Council Meeting.
- If you have any documentation to support your presentation, please provide 10 copies to the City Manager or City Secretary prior to the Meeting.
- Audio-visual presentations must be received prior to 12 noon on the meeting day.
- Each speaker will be allowed a maximum of three (3) minutes.
- Testimony or comments should be directed to Mayor and should be concise and should not present the City Council with information not substantially addressed by previous speakers.
- When asked by the Mayor of the meeting, please proceed to the lectern and state your name and address prior to addressing the Council. At the conclusion of your address and after any Councilmembers questions, you will be asked to return to your seat.
- The item will then be debated amongst the Council prior to a vote.
- Members of the public may quietly enter and leave the Meeting at any time.
- If you do not wish to address the Council your support for or against an agenda item will be read and entered into the minutes of the meeting.

City of Meadowlakes
Items for Consideration
City Council Meeting
March 8, 2016

**New Business 7A-
Resolution 2016-05-
Adoption of Fiscal Year
2015 Audit Report**

Date: March 8, 2016
To: Honorable Mayor Raesener and Council Members
Agenda Item: 7A-Resolution 2016-05 Adoption of Fiscal Year 2015 Audit Report

Requested Council Agenda Date: March 8, 2016

Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. Place On: ☐ Consent ☐ Old Business ☒ New Business
2. Budget Impact Statement Attached: ☐ Yes ☐ No ☒ N/A
3. Original Copies of Documents Approved in form by City Attorney? ☐ Yes
☐ No

4. Background:

Attached to your agenda packet is a copy of the FY2015 annual audit report as prepared by Neffendorf, Knopp, Doss & Company, P.C. Mr. Neffendorf will be at the meeting to present and review the audit in detail.

After discussions with the auditor earlier this morning, there may be some minor adjustments needed that are not reflected in the draft. They will brief you on these adjustments at the meeting. Note that the loan made by the Utility Fund to the PFC appears to be uncollectible and the entire \$278,000 loan has been written off as such.

If you have any questions please feel free to give me a call and I will forward them to the auditors.

5. Recommendation:

I would recommend the adoption of Resolution 2015-05 which adopts the audit.

City of Meadowlakes

RESOLUTION NUMBER 2016-05

March 8, 2015

A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, ACCEPTING THE FISCAL YEAR 2015 AUDIT, FINANCIAL STATEMENT AND OPINION FOR FISCAL YEAR ENDING SEPTEMBER 30, 2015, AS PREPARED BY NEFFENDORF, KNOPP, DOSS & COMPANY, PC CERTIFIED PUBLIC ACCOUNTANTS, AND AUTHORIZING THE CITY SECRETARY TO FILE THE AUDIT IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 103.003, TEXAS LOCAL GOVERNMENT CODE.

WHEREAS, pursuant to Texas Local Government Code Chapter 103.001, the governing body of each municipality shall cause an annual audit to be made of the accounts and records of all departments, boards, and agencies under its jurisdiction that receive and disburse funds at the end of each fiscal year; and

WHEREAS, the City Council of the City of Meadowlakes retained the firm of Neffendorf, Knopp, Doss & Company, P.C. to perform the City's Fiscal Year 2015 audit; and

WHEREAS, the City Council of the City of Meadowlakes has been presented the Audit Report for Fiscal Year 2015 by Mr. Keith Neffendorf with the firm of Neffendorf, Knopp, Doss & Company, P.C. on March 2, 2016 and reviewed with Council on March 8, 2016; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Meadowlakes, Burnet County, Texas, the City Council does hereby accept the Audit Report of the financial records of the City of Meadowlakes, Burnet County, Texas for Fiscal Year 2015, and that the City Secretary is hereby authorized to file the audit and accompanying statements and opinion as required by the provisions of Chapter 103.003, Texas Local Government Code.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Meadowlakes this the 8th day of March, 2016

APPROVED:

ATTEST:

Mary Ann Raesener, Mayor

Loren Meiner, City Secretary

City of Meadowlakes

Items for Consideration

City Council Meeting

March 8, 2016

New Business 7-B-
Resolution 2016-04-
Adoption of Investment

Date: March 8, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: New Business 7-B-Resolution 2016-04 Adoption of
Investment Policy

Requested Council Agenda Date: March 8, 2016

Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. Place On: ☐ Consent ☐ Old Business ☒ New Business
2. Budget Impact Statement Attached: ☐ Yes ☐ No ☒ N/A
3. Original Copies of Documents Approved in form by City Attorney? ☐ Yes
☐ No

4. Background:

Texas Government Code 2256, commonly referenced as the “Public Funds Investment Act” (Act), requires the city to review and adopt an investment policy annually that contains the policy and procedures for the investing of City funds.

The attached “Investment Policy” is essentially a boiler plate policy that many cities have adopted with a few changes to meet their specific requirements. No changes to the existing policy is being suggested.

5. Recommendation:

I would recommend the adoption of Resolution 2016-04.

City of Meadowlakes

RESOLUTION 2016-04

March 8, 2016

A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, RE-ADOPTING THE CITY OF MEADOWLAKES INVESTMENT POLICY ATTACHED HERETO AS EXHIBIT "A"; PROVIDING A REPEALING CLAUSE; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 2256 of the Government Code, commonly known as the "Public Funds Investment Act," requires the city to adopt an investment policy by rule, order, ordinance, or resolution; and

WHEREAS, said Code requires the governing body of and investing entity to review its investment policy and investment strategies not less than annually;

WHEREAS, the Public Funds Investment Act requires the treasurer; the chief financial officer, if not the treasurer; and the investment officer of the city to attend investment training; and

WHEREAS, State law and City of Meadowlakes Investment Policy require annual review by the City Council and

WHEREAS, the City of Meadowlakes has previously appointed the City Manager as the Investment Officer of the city; and

WHEREAS, the City of Meadowlakes has approved investment training courses sponsored by the Texas Municipal League, the Government Finance Officers Association of Texas, the Government Treasurer's Organization of Texas, the Association of Public Treasurers of the United States and Canada, the University of North Texas Center for Public Management, the Texas State University, and the Houston-Galveston Council of Governments; and

WHEREAS, the investment officer of the City has attended investment training courses as required by said Code; and

WHEREAS, the City Council has reviewed the attached investment policy and investment strategy, and the incorporated revisions comply with the Public Funds Investment Act, as amended, authorize the investments of city funds in safe and prudent investments.

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

Section 1. That the City of Meadowlakes has complied with the requirements of the Public Funds Investment Act, and the Investment Policy, as amended, attached hereto as "Exhibit A," is hereby adopted as the investment policy of the city effective the 8th day of March, 2016.

Section 2. That the City Council of the City of Meadowlakes has completed its review of the investment policies and investment strategies and any changes made to said policy is recorded in Exhibit "A" hereto.

Section 3. That all provisions of the resolution of the City of Meadowlakes, Texas in conflict with the provisions of this resolution are, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this resolution

Section 4. It is hereby declared to be the intention of the City Council of the City of Meadowlakes, Texas that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared unconstitutional by a valid judgment or decree of any court or competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this ordinance, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

Section 5. This resolution shall take effect immediately from and after its passage.

Section 6. It is hereby officially found and determined that the meeting at which this ordinance is 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.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Meadowlakes this the 8th day of March, 2016.

APPROVED:

ATTEST:

Mary Ann Raesener, Mayor

Loren Meiner, City Secretary

INVESTMENT POLICY

City of Meadowlakes

Approved: March 8, 2016

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CITY OF MEADOWLAKES INVESTMENT POLICY

I. POLICY STATEMENT

It is the policy of the City of Meadowlakes (City) that the administration of its funds and the investment of those funds shall be handled as its highest public trust. Investments shall be made in a manner which will provide the maximum security of principal invested through limitations and diversification while meeting the daily cash flow needs of the City and conforming to all applicable state statutes governing the investment of public funds.

The receipt of a market rate of return will be secondary to the requirements for safety and liquidity. It is the intent of the City to be in complete compliance with local law and the Texas Public Funds Investment Act (the "Act"). The earnings from investment will be used in a manner that best serves the interests of the City.

II. SCOPE

The Investment Policy applies to the investment and management of all funds under the direct control of the City of Meadowlakes.

- A. These funds are accounted for in the City's Annual Financial Report and include the following:
 - 1. The General Fund
 - 2. Capital Project Funds
 - 3. Enterprise Funds
 - 4. Debt Service Funds, including reserves and sinking funds to the extent not required by law or existing contract to be kept segregated and managed separately
 - 5. Any new fund created by the City unless specifically exempted from this policy by the City or by law

This Investment Policy shall apply to all transactions involving the financial assets and related activity of all foregoing funds.

- B. Review and Amendment

The City Council is required by state statute and by this investment policy to review this investment policy not less than annually and to adopt a resolution stating the review has been completed and recording any changes made to the policy.

III. OBJECTIVES AND STRATEGY

It is the policy of the City that all funds shall be managed and invested with four primary objectives, listed in order of their priority: safety, liquidity, diversification and yield. Investments are to be chosen in a manner which promotes diversity by market sector, credit and maturity. The choice of high-grade government investments and high-grade money market instruments is designed to assure the marketability of those investments should liquidity needs arise. To match anticipated cash flow requirements, the maximum weighted average maturity of the overall portfolio may not exceed six months.

A. Safety of Principal

Safety of principal is the foremost objective of the City. Investments of the City shall be undertaken in a manner that seeks to assure the preservation of capital in the overall portfolio.

B. Liquidity

The City's investment portfolio will be based on a cash flow analysis of needs and will remain sufficiently liquid to enable it to meet all operating requirements that can reasonably be anticipated.

C. Diversification

Diversification of the portfolio will include diversification by maturity date and market sector and will include the use of a number of broker/dealers for diversification and market coverage. Competitive bidding will be used on each sale and purchase.

D. Yield

The City's investment portfolio shall be designed with the objective of attaining at least market rate of return, taking into account the City's risk constraints and the cash flow needs of the portfolio. "Market rate of return" shall be defined as the average yield of the current six month U.S. Treasury Bill.

E. Effective cash management is recognized as essential to good fiscal management. Cash management is defined as a process of managing monies in order to ensure maximum cash availability. The City shall maintain a comprehensive cash management program which includes prudent investment of its available cash, disbursement of payments in accordance with invoice terms, and the management of banking services.

IV. LEGAL LIMITATIONS, RESPONSIBILITIES AND AUTHORITY

Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the "Act") and the Public Funds Collateral Act, Chapter 2257, Texas Government Code, which specify collateral requirements for all public funds deposits. All investments will be made in accordance with these statutes.

V. DELEGATION OF INVESTMENT AUTHORITY

The City Manager, acting on behalf of the City, is designated as the Investment Officer of the City and is authorized to execute investment transactions on behalf of the City. The investment authority is hereby granted to the Investing Officers is effective until rescinded by the Council.

The Investment Officer is responsible for investment management, decisions and activities. The Investment Officer is also responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. All participants in the investment process shall seek to act responsibly as custodians of the public trust.

The Investment Officer shall develop and maintain written administrative procedures for the operation of the investment program which are consistent with this Investment Policy. Procedures will include reference to safekeeping, including "Bond Market Master Repurchase Agreements" (as applicable), wire transfer agreements, banking services contracts, and other investment related activities.

The Investment Officer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials and staff. The Investment Officer shall designate a staff person as a liaison/deputy in the event circumstances require timely action and the Investment Officer is not available.

No officer or designee may engage in an investment transaction except as provided under the terms of this Policy and the procedures established herein.

VI. STANDARD OF CARE

A. Prudence

The standard of prudence to be used in the investment function shall be the “prudent person” standard and shall be applied in the context of managing the overall portfolio.

The “prudent person” standard states that.

“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived.”

B. Limitation of Personal Liability

The Investment Officer and those delegated investment authority under this Policy, when acting in accordance with the written procedures and this Policy and in accord with the Prudent Person Rule, shall be relieved of personal liability in the management of the portfolio, provided that deviations from expectations for a specific security’s credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

C. Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal activity that could conflict with the proper execution and management of the City’s investment program, or that could impair their ability to make impartial investments decisions. Employees and investment officials shall disclose any material interest in financial institutions with which they conduct business. Disclosure shall be made to the City. They shall further disclose any personal financial/investment positions that could be related to the performance of the City’s investment portfolio. Employees and officers shall refrain from undertaking any personal investment transactions with the same individual with whom business is conducted on behalf of the City.

All participants in the investment process will seek to act responsibly as custodians of the public trust and will avoid any transactions that impair public confidence in the City.

VII. INTERNAL CONTROLS

The Investment Officer shall establish a system of written internal controls which will be reviewed annually with the independent auditor of the City. The controls shall be designed to prevent loss of public funds due to fraud, employee error, misrepresentation by third parties, unanticipated market changes, or imprudent actions by employees of the City. All trade transactions shall be reviewed for compliance with the investment policy by a separate government official as assigned by procedures prior to the officer executing the trade.

Cash flow forecasting shall be utilized in consideration of investment of City funds in order to protect and sustain adequate cash flow for the operation of the City. Supplemental to the financial and budgetary systems, the Investment Officer will maintain a cash flow forecasting process designed to monitor and forecast cash positions for investment purposes.

VIII. AUTHORIZED INVESTMENTS

Acceptable investments under this policy shall be limited to the instruments listed below and as further described by the Public Funds Investment Act.

- A. Obligations of the United States Government, its agencies and instrumentalities, and government sponsoring enterprises, not to exceed two years to stated maturity, excluding collateralized mortgage obligations (CMO's).
- B. Fully insured or collateralized certificates of deposit from a bank doing business in the State of Texas and under the terms of the written depository agreement with that bank, not to exceed one year to stated maturity.
- C. Repurchase agreement and reverse repurchase agreements as defined by the Act, not to exceed 180 days to stated maturity, provided an executed Bond Market Master Repurchase Agreement is on file with the City and the counterparty bank or primary dealer.
- D. No-load, SEC-registered money market funds, each approved specifically before use by the City.
- E. Constant dollar Texas Local Government Investment Pools as defined by the Public Funds Investment Act; and

If additional types of securities are approved by state statute for investment by public funds, they will not be eligible for investment by the City until this Investment policy has been amended and the amended version approved by the City Council.

Competitive Bidding Requirement

All securities, excluding certificates of deposit, shall be purchased or sold after three (3) offers/bids are taken to verify that the City is receiving fair market value/price for the investment. The Investment officer may purchase certificate of deposits without soliciting offers/bids when deemed economical feasible.

IX. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

All investments made by the City will be made through either the City's banking services bank or a primary dealer. A list of at least three broker/dealers will be maintained in order to assure competitive bidding.

Securities broker/dealers must meet certain criteria as determined by the Investment Officer. The following criteria must be met by those firms on the list:

- provision of an audited financial statement each year
- proof of certification by the National Association of Securities Dealers (NASD) and provision of CRD number
- proof of current registration with the State Securities Commission, and-completion of a City questionnaire

Every broker/dealer and bank with which the City transacts business will be provided a copy of this Investment Policy to assure that they are familiar with the goals and objectives of the investment program. A representative of the firm will be required to return a signed certification stating that the Policy has been received and reviewed and that controls are in place to assure that only authorized securities are sold to the City.

X. DIVERSIFICATION AND MATURITY LIMITATIONS

It is the policy of the City to diversify its investment portfolio. Invested funds shall be diversified to minimize risk or loss resulting from over-concentration of assets in a specific maturity, specific issuer, or specific class of securities. Diversification strategies shall be established and periodically reviewed. At a minimum, diversification standards by security type and issuer shall be:

<u>Security Type</u>	<u>Max % of Portfolio</u>
U.S. Treasury obligations	100%
U.S. Government agencies and instrumentalities	not to exceed 50%
Fully insured or collateralized CDs	not to exceed 30%
Repurchase Agreements	100%
Money Market Funds	100%
For Bond Funds	80%
Local Government Investment Pools	
Liquidity Pools	100%
Maximum percent ownership of pool	not to exceed 20%
For Bond Funds	not authorized

The Investment Officer shall be required to diversify maturities. The Investment Officer, to the extent possible, will attempt to match investment with anticipated cash flow requirements. Matching maturities with cash flow dates will reduce the need to sell securities prior to maturity, thus reducing market risk. Unless matched to a specific requirement, the Investment Officer may not invest more than 20% of the portfolio for a period greater than one (1) year. Unless matched to a specific requirement, the Investment Officer may not invest any portion of the portfolio for a period greater than two (2) years.

XI. SAFEKEEPING AND COLLATERALIZATION

Safekeeping

The laws of the State and prudent treasury management require that all purchased securities including repurchase agreements be bought on a deliver versus payment basis and be held in safekeeping by either the City, an independent third party financial institution, or the City's designated banking services depository.

All safekeeping arrangements shall be designated by the Investment Officer and an agreement of the terms executed in writing. The third party custodian shall be required to issue safekeeping receipts to the City listing each specific security, rate, description, maturity, cusip number, and other pertinent information. Each safekeeping receipt will be clearly marked that the security is held for the City or pledged to the City.

All securities pledged to the City, certificates of deposit or demand deposits shall be held by an independent third party bank doing business in Texas. The safekeeping bank may not be within the same holding company as the bank from which the securities are pledged.

Collateralization

The City shall require full collateralization of all funds on deposit with a depository bank, other than investments. In order to anticipate market changes and provide a level of security for all funds small be collateralization at 102% (not sure what this sentence is supposed to say? All small funds?) of market value of principal and accrued interest on the deposits or investments less any amounts insured by the FDIC. At its discretion, the City may require a higher level of collateralization for certain investments securities. Securities pledged as collateral shall be held by an independent third party.

The City shall accept only the following types of collateral:

- Obligations of the United States or its agencies and instrumentalities
- Direct obligations of the State of Texas or its agencies and instrumentalities
- Obligations of states, agencies, counties, cities, school districts and other political subdivisions of the State of Texas with investment quality by a nationally recognized rating firm of not less than "A" or its equivalent and with a remaining maturity of ten (10) years or less

XII. PERFORMANCE EVALUATION AND REPORTING

The Investment Officer shall submit quarterly reports to the City Council containing sufficient information to permit an informed outside reader to evaluate the performance of the investment program and consistent with statutory requirements. All reports shall be in compliance with the Texas Public Funds Investment Act. Market prices for market evaluations will be obtained from an independent source.

XIII. DEPOSITORIES

The City, as required by state law, must designate a banking institution as the City's "primary" depository for the monies and funds of the City. Selection of the depository shall be based primarily on "solvency and stability" and secondly on rate of interest available or cost of banking services compared to the return on investments. The depository shall be selected through a formalized bidding process in response to a City request for proposals outlining all services required. The depository service contract must be bid not less than every three (3) years. The depository contract may be extended for one additional three (3) term after the initial three year period. The designation of the "primary" depository does not preclude the City from entering into other depository contracts for the purpose of providing a place to deposit the City's funds and does not restrict the City to the depository bank for investment services.

XIV. INVESTMENT POLICY ADOPTION BY COUNCIL

The City's Investment Policy shall be adopted annually by resolution of the Council. The City's investment policy shall be subject to revisions consistent with changing laws, regulations, and the needs of the City. The Council shall annually adopt by resolution stating that it has reviewed the policy and approving any changes or modifications.

XV. ADOPTING CLAUSE

This Investment Policy for the City of Meadowlakes, Burnet County, Texas was adopted on this the 8th day of March, 2016.

Mary Ann Raesener, Mayor

Attest:

Loren Meiner, City Secretary

Attachment #1-Certification of Business Organization

TEXAS PUBLIC FUNDS INVESTMENT ACT CERTIFICATION BY BUSINESS ORGANIZATION

This certification is executed and delivered to City of Meadowlakes (City) pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the "Act"), in connection with investment transactions conducted between the City and _____ (the "Business Organization")

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter into an investment transaction with the City;
2. The undersigned Qualified Representative of such Business Organization has received and reviewed the investment policy of the City;
3. The Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the Business Organization that are not authorized by the City's investment policy, except to the extent that this authorization is dependent upon an analysis of the makeup of the entity's entire portfolio or requires an interpretation of subjective investment standards.

Name of Business Organization

Signature of Qualified Representative

Printed Name: _____

Title: _____

Date: _____

Attachment #2-Broker/Dealer Questionnaire

City of Meadowlakes, Texas

Broker/Dealer Questionnaire

Firm:	
Date Established:	
Main Office:	
Representative:	
Primary Dealer?	
Qualified HU Business	
Publicly Traded? Which Exchange?	
Member NASD?	
SIPC Insured?	
Equity Position:	
Annual Revenues:	
Agency Selling Group Memberships:	

Pertinent Rankings:	
Representative Public Sector Clients:	
Revision Date of Investment Policy:	
Date Certification Received:	

City of Meadowlakes

Items for Consideration

City Council Meeting

March 8, 2016

**7-C-Public Safety
Committee Report-Police
protection**

Date: March 8, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 7-C-Public Safety Committee Report regarding police protection

Requested Council Agenda Date: March 8, 2016

Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. Place On: ☐ Consent ☐ Old Business ☒ New Business
2. Budget Impact Statement Attached: ☐ Yes ☐ No ☒ N/A
3. Original Copies of Documents Approved in form by City Attorney? ☐ Yes
☐ No

4. Background:

Attached for your review is the completed report from the Public Safety Committee regarding current and future policing needs within the City. Mr. Brown will be present to discuss the committee's findings. Their recommendation is that the City should seriously consider forming a police department.

5. Recommendation:

No action is being requested on this item.

REPORT OF THE SECURITY COMMITTEE
JANUARY 28, 2016

CHAIR: BOB BROWN
COUNCIL MEMBER: JERRY DRUMMOND
POA MEMBER: GERRY MASON
RESIDENT: CAMILLE SWEIGART

CHARGE: To look forward 10 to 15 years for the purpose of planning the security within MEADOWLAKES

OBSERVATIONS:

1. Meadowlakes has grown from a small community into a CITY of approximately 2000, friendly and caring, but still a city.
2. Meadowlakes does not have direct control of its own security.
 - a. Most cities of this size (and as Meadowlakes grows in the future) have their own security.
 - b. Today and moving forward - the culture in Meadowlakes and around the nation has changed in the past ten years.
 - c. Security is provided by contract with Burnet County deputy sheriffs.
3. The 2015 budget for TRAFFIC CONTROL is: \$29,025

The 2013 budget for TRAFFIC CONTROL was: \$24,036
(An increase of \$4989 in just two years)
 - a. Deputy sheriffs are recommended for hire by the Sheriff's Department.
 - b. Deputies can ONLY work on their off-duty hours. Thus Meadowlakes CANNOT ask for and receive patrol for the hours needed within the city.
 - c. Many incidents (such as stolen golf clubs, fender benders, etc.) go unreported as residents know there would be no one on duty when these things happen.
 - d. In the past year coverage for TRAFFIC CONTROL has issued 9 CITATIONS and coverage has been for 30 HOURS A MONTH (not a week but a MONTH). Please see the attached 2015 Meadowlakes Traffic Information.
4. In addition to TRAFFIC CONTROL, the City of Meadowlakes hires an Ordinance Enforcement individual who CAN ONLY write letters.
 - a. The 2015 budget for ORDINANCE CONTROL is: \$14,015
The 2013 budget for ORDINANCE CONTROL was: \$9,864
(An increase of \$4,151 in two years)
5. The total 2015 budget for TRAFFIC AND ORDINANCE CONTROL: \$43,040

CONSIDERATIONS:

1. With the growth of Meadowlakes (at approximately 2000 to 2300 in the near future) it would seem reasonable for the city to have control over it's own security. Most cities, if not all, with a population of 2000 have their own security. Even Sunrise Beach with a population of 750 has a 3-man police force plus 2 reserves.
2. Meadowlakes has become a much younger city than it was 10 years ago with many young families with children. Our traffic is increasing. More children playing on the streets increases greater risk for a serious incident.
3. Meadowlakes has many more rentals today (and will in the future) making it a much more transit city. Some rentals are even short term rentals so the complexion of Meadowlakes has changed and will continue to change. Assimilation and involvement in the community is lessened.
4. Appraisals for homes in Meadowlakes have increased and the total taxable value within Meadowlakes has also increased. Future revenues for security and other city operations will increase also.
5. Security responses are currently slow or unavailable dependent on Sheriff availability. An on-site Meadowlakes police patrol and presence would provide quicker, almost immediate, responses to vandalism, crime or emergency situations. Presence and knowledge of a daily visible patrol would also have an impact in reduction of city speeding.
6. A regular, recognized police person hired by the city would be totally committed to Meadowlakes. This would result in a relationship for our citizens, especially children, of trust and respect in and for our law enforcement.
7. The cost to create an independent security force in Meadowlakes is estimated to be \$2 per household per month or approximately a \$0.011 tax increase.

RECOMMENDATION:

1. MEADOWLAKES SHOULD CONSIDER HAVING ITS OWN POLICE COVERAGE AS IT MOVES FORWARD TEN TO FIFTEEN YEARS INTO THE FUTURE.
 - a. In meeting with the Chief of Police of Marble Falls to discuss the possibility of a Contract with their Police Department, we learned that while they are open to such a contract (designed for Meadowlakes specifically), they are unable at this time to provide that support. Their own force is very shorthanded and their budget has been cut. (see the attached email).
 - b. In a discussion with the incoming change of Sheriff, we learned that due to the transition, retirements, and general changes, it will possibly leave the Sheriff's Department shorthanded as well. We do wonder how much availability

the deputies serving in Meadowlakes will have going forward. Will the off-duty Sheriff's deputies be working more hours for the County and have less time available for even the limited coverage we now have from them in Meadowlakes?

CONCLUSION:

THE MOST IMPORTANT RESPONSIBILITY OF A CITY GOVERNMENT IS THE SAFETY AND SECURITY OF ITS RESIDENTS. IN MEADOWLAKES, SAFETY AND SECURITY ARE THEREFORE THE DIRECT RESPONSIBILITY OF THE CITY MANAGER, THE MAYOR, AND EACH MEMBER OF THE CITY COUNCIL. OUR COMMITTEE ENCOURAGES ADOPTION OF OUR RECOMENDATION AT THE EARLIEST FUTURE.

In talking with the city manager, Johnnie Thompson, we discussed the current budget for hours of Security by Burnet County Sheriff's Deputies. In 2015 Meadowlakes paid out approximately \$25,000 of a \$27,000 budget, and they really did not see any return on their investment. This year the 2016 budget for Security, it has been slashed to \$12,500 plus \$1,000 for taxes. If an alternate plan becomes available, or if the city feels there is a need for more security hours within the city than is currently being provided, then the council would have to amend their budget, and provide additional money for that security if the money is available, and if the golf course or the restaurant has not taken up the remaining additional funds in the 2016 budget.

Johnnie

From: Bob Brown [mailto:1bob.brown@gmail.com]

Sent: Monday, January 18, 2016 7:21 PM

To: 'Johnnie Thompson' <jthompson@meadowlakestexas.org>

Cc: Jerry Drummond <jerryd@zeecon.com>; David & Camille Sweigart <sweigart@nctv.com>

Subject: The Pro Shop

Johnnie, I understand at some point in time the pro shop is being re-built or re-done. The location where Jeff's old office is located at this time (office back on the left had side of the pro shop with a lockable closet), we were looking at that as a possible option as a office for a police officer, if at some point in time an officer were hired, then that would not take space away from the Meadowlakes Main Office Building, as that was some of the previous complaints before, about losing office space in the main building. Can you tell me if that particular office is going away completely during the re-build, or will that office, or a similar office, still be somewhat available for office space when the re-build is completed? Thanks.

Bob

Citation Report

1/21/21

ation Number	Violation	Violator	Status	Status Date	Balance
1-01	Ran Stop Sign	Strieter, Kody	Dismissed - Drivers Safe	4/9/2015	\$0.00
4-01	Speeding Equal To Or > 1	Birdwell, Thomas	Closed - Guilty/Fine Paid	7/15/2015	\$0.00
5-01	Driving While License In	Steele, Jaron	Approved - Deferred Disp	10/28/2015	\$421.10
5-02	Failure to Maintain Fina	Steele, Jaron	Payment Plan	12/30/2015	\$266.00
5-03	Failed To Yield Right Of	Steele, Jaron	Initial Appearance	8/26/2015	\$0.00
6-01	Speeding Equal To Or > 1	Love, Rachel	Dismissed - Drivers Safe	8/25/2015	\$0.00
7-01	Driving While License In	Dane, Haley	Approved - Deferred Disp	3/23/2016	\$216.10
8-01	Speeding Equal To Or > 1	Haggart, Daniel	Approved - Driver Safety	12/21/2015	\$0.00

ARNINGS	Violation	Officer	Violator	Date
7	Speeding over posted limit 34/25	Koenning	Kerry Clendinning	3/12/2015
3	Speeding over posted limit 36/25	Koenning	Michelle Koska	3/12/2015
3	Speeding over posted limit 35/25	Koenning	Christopher Carter	8/3/2015
3	Speeding over posted limit 34/25	Koenning	Bailey Jackson	8/3/2015
1	Speeding over posted limit 34/25	Koenning	Kimberly McCurry	8/17/2015
2	Speeding over posted limit 34/25	Koenning	Debra King	9/23/2015
1	Unlicensed driver on golf cart	Wilson	Ty Thompson	7/4/2015
2	Unlicensed driver on golf cart	Wilson	Aryn Andrade	7/4/2015

CITATION REPORT

FOR 2015

CITATIONS

1-01	Ran Stop Sign	Dismissed	\$0.00
4-01	Speeding Equal to Or 1	Closed-guilty/fine paid	0.00
5-01	Driving while license in	Approved-Deferred	\$421.10
5-02	Failure to maintain fine	payment plan	266.00
5-03	Failed to Yield rt way	initial appearance	0.00
6-01	Speeding equal to or 1	Dismissed - driver safe	0.00
7-01	Driving while license in	Approved-deferred dis	216.10
8.01	Speeding equal to or-1	Approved-driver safe	0.00

WARNINGS

7	SPEEDING OVER POSTED LIMIT	34/25
8	SPEEDING OVER POSTED LIMIT	36/25
9	SPEEDING OVER POSTED LIMIT	35/25
10	SPEEDING OVER POSTED LIMIT	34/25
11	SPEEDING OVER POSTED LIMIT	34/25
12	SPEEDING OVER POSTED LIMIT	34/25
13	UNLICENSED DRIVER ON GOLF CART	
14	UNLICENSED DRIVER ON GOLF CART	

Citation Report

1/21/2016

Violation Number	Violation	Violator	Status	Status Date	Balance
1701-01	Ran Stop Sign	Strieter, Kody	Dismissed - Drivers Safe	4/9/2015	\$0.00
1544-01	Speeding Equal To Or > 1	Birdwell, Thomas	Closed - Guilty/Fine Pai	7/15/2015	\$0.00
1545-01	Driving While License In	Steele, Jaron	Approved - Deferred Disp	10/28/2015	\$421.10
1545-02	Failure to Maintain Fina	Steele, Jaron	Payment Plan	12/30/2015	\$266.00
1545-03	Failed To Yield Right Of	Steele, Jaron	Initial Appearance	8/26/2015	\$0.00
1546-01	Speeding Equal To Or > 1	Love, Rachel	Dismissed - Drivers Safe	8/25/2015	\$0.00
1547-01	Driving While License In	Dane, Haley	Approved - Deferred Disp	3/23/2016	\$216.10
1548-01	Speeding Equal To Or > 1	Haggart, Daniel	Approved - Driver Safety	12/21/2015	\$0.00

WARNINGS	Violation	Officer	Violator	Date
1187	Speeding over posted limit 34/25	Koenning	Kerry Clendinning	3/12/2015
1188	Speeding over posted limit 36/25	Koenning	Michelle Koska	3/12/2015
1189	Speeding over posted limit 35/25	Koenning	Christopher Carter	8/3/2015
1190	Speeding over posted limit 34/25	Koenning	Bailey Jackson	8/3/2015
1191	Speeding over posted limit 34/25	Koenning	Kimberly McCurry	8/17/2015
1192	Speeding over posted limit 34/25	Koenning	Debra King	9/23/2015
2001	Unlicensed driver on golf cart	Wilson	Ty Thompson	7/4/2015
2002	Unlicensed driver on golf cart	Wilson	Aryn Andrade	7/4/2015

2015 Meadowlakes Traffic Information												
	January	February	March	April	May	June	July	August	September	October	November	December
Speed Bin												
0 to 5	0	0	0	0	0	0	0	0	0	0	0	0
5 to 10	1003	409	187	513	1190	195	141	229	255	101	886	5109
10 to 15	1163	1579	285	904	848	371	557	759	759	463	520	8208
15 to 20	2756	7154	1988	6084	5413	3234	1506	2107	1926	1108	2795	36071
20 to 25	6480	11430	8008	25957	25982	17173	2233	3042	2932	2188	10394	115819
25 to 30	3289	2610	3517	15275	19504	15030	1020	1325	1228	1102	4342	68242
30 to 35	447	174	258	1509	2234	1925	164	181	190	168	351	7601
35 to 40	42	8	7	87	125	94	14	12	11	12	8	420
40 to 45	7	0	0	10	19	3	0	1	0	0	1	41
45 to 50	0	0	1	2	2	0	1	0	0	1	1	8
50 to 55	0	0	0	1	2	0	0	0	0	0	0	3
55 to 60	1	0	0	0	0	0	0	0	0	0	0	1
Total Count	15188	23364	14251	50342	55319	38025	5636	7656	7301	5143	19298	

From: **Bob Brown** 1bob.brown@gmail.com
Subject: Statement to be added in our document.
Date: January 30, 2016 at 10:20 AM
To: David & Camille Sweigart sweigart@nctv.com

We realize that once a single police officer is hired to patrol and provide all of these other functions that we are asking of him or her to perform, that they will not be able to be in Meadowlakes 24 hours a day. We will leave it up to that one police officer that is hired by the City of Meadowlakes, the capability to hire Reserve Police Officers at their discretion. These officers that he/she will hire, will be fully commissioned Peace Officers through the State of Texas, and they will have the same training as a regular commissioned Peace Officer would have at any other agency. These reserve officers must have certain amount of training throughout each year to maintain their Peace Officer status from the State of Texas. These officers will be Reserve Peace Officers who will be commissioned Peace Officers at Meadowlakes, Texas, and will not be paid, but will be volunteers.

(Camille let's add this, and if we need to modify it in any way we can do it at the meeting)

From: **Bob Brown** 1bob.brown@gmail.com
Subject: Final Meeting Thursday of Safety & Security
Date: February 23, 2016 at 1:21 PM
To: David & Camille Sweigart sweigart@nctv.com, Jerry Drummond jerryd@zeecon.com, Gerry Mason mason1632@aol.com



Jerry Drummond and I met with the Chief of Police of Marble Falls this morning for about 25 – 30 minutes, to see if we could set up some type of contract with them to provide better police coverage, other than what we are currently receiving from the Burnet County Sheriff's Dept. Unfortunately, the Chief stated his staff has been cut from 27 to 18 personnel, and at this time he is unable to assist us in providing any off duty personnel for Meadowlakes, as he has enough trouble providing enough manpower for his own community. He has been pulling staff from his Criminal Investigation Division, and from his own Command Staff to assist with patrol because they are so short handed. He has been doing this for officer safety on the street. His normal patrol officers are working 400 to 500 overtime hours per year, per person, to handle the normal daily workload already.

I would like to meet with our group at 5 P.M. this Thursday to finalize our document, so that it can be presented to the city council for the March meeting. Hopefully this will not conflict with anyone's schedule. If problems, call me and let me know. I want to say thanks for everyone's commitment in this process. I appreciate it, and I am sure the Mayor and the council does as well. Hope to see you all on Thursday afternoon at 5. Thanks again.

Bob
512-659-4000

Meadowlakes
Proposed Fiscal Year
Police Department Budget

Employee Related Expenses

Employee Expense

Salary	\$	35,000	
Payroll Taxes	\$	2,700	
Retirement Exp.	\$	650	
Health Insurance	\$	6,000	
Worker's Compensation Ins.	\$	1,000	
Total Employee Expense			\$ 45,350

Other Employee Related Expenses

Uniform	\$	750	
Training & Travel	\$	500	
Total Other Employee Related Expenses			\$ 1,250

Total Employee Related Expenses **\$ 46,600**

Other Departmental Expenses

Vehicle Repair & Maintenance	\$	2,500
Fuel & Oil	\$	3,000
Miscellaneous Dues & Fess	\$	750
Dispatch Services	\$	7,500
Office Supplies	\$	500
Miscellaneous	\$	3,000
Telephone-Cell/data for laptop	\$	1,000
Radio Service	\$	500

Total Other Departmental Expenses **\$ 18,750**

Total Estimated Fiscal Year Police Expenses **\$ 65,350**

Current Fiscal Year Budgeted Expenses

Ordinance Enforcement	\$	14,015	
Traffic Control	\$	29,025	
Total Existing Budgeted Expenses			\$ 43,040

Difference (Based on a 12-month budget) **\$ 22,310**

Meadowlakes
Proposed Fiscal Year
Police Department Budget

Organizational Expenses

Office Furniture	\$	750	
Computer/Office Equipment	\$	1,000	
Evidence locker	\$	1,250	
Vehicle-Used	\$	10,000	
Emergency Equipment-Vehicle	\$	3,500	
Two-way radio	\$	5,000	
Laptop/software	\$	1,500	
Licenses/Permits	\$	1,500	
Miscellaneous	\$	3,500	
Total Organizational Expense			\$ 28,000

City of Meadowlakes

Items for Consideration

City Council Meeting

March 8, 2016

7-D-Variance Request from
Flood Plain Ordinance to
construct a fishing pier

Date: March 8, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 7-D-Variance to Flood Plain Ordinance

Requested Council Agenda Date: March 8, 2016

Contact Name & Number: Johnnie Thompson, City Manager 830-693-2951

1. **Place On:** ___ Consent ___ Old Business ___☒ New Business

2. **Budget Impact Statement Attached:** ___Yes ___No ___☒ N/A

3. **Original Copies of Documents Approved in form by City Attorney?** ___Yes
___No

4. Background:

The owners of the home at 305 Meadowlakes Drive (Lot#3) are requesting a variance from the City's Flood Plain Ordinance in order to construct a wooden fishing pier. In order to receive a building permit, this variance must be granted. Mike Williams, Flood Plain Administrator, will provide more information at the meeting.

Copies of the variance request are attached.

5. Recommendation:

I recommend the variance be granted.

VARIANCE REQUEST

***Note to requestor:** Variance must be signed by property owner only. Also, if you are representing the property owner then a letter signed by the property owner stating such representation shall be provided at the time this request is submitted.

DATE OF REQUEST: 3-3-2016 NATURE OF REQUEST # #2
(see #'s below)

OWNER'S NAME : DAVID SCHOFMAN
PROPERTY'S ADDRESS : 305 MEADOWLAKES DR.
PROPERTY'S LOT NO. : LOT #3

VARIANCE REQUESTED BY: GUTHRIE COMPANY
ADDRESS : 219 VILLA VISTA WAY
MARBLE FALLS, TX. 78654
TELEPHONE : (512) 508-0364

* The City Building/Architectural Control Committee &/or City Planning & Zoning Committee may grant variances, on a case by case basis considering the merits, for the following:

- #1 SETBACK from front _____, back _____, side _____ lot boundary line
- #2 LOCATION of structure _____
- #3 TYPE OF MATERIAL USED IN CONSTRUCTION _____
- #4 PERCENTAGE OF MASONRY USED IN CONSTRUCTION _____
- #5 TEMPORARY PLACEMENT OF BUILDING MATERIALS WHILE USED IN CONSTRUCTION _____
- #6 OTHER: (describe) GUTHRIE CO. WILL BE CONSTRUCTING A 20'X20'

WOODEN FISHING PIER. THE FOUNDATION WILL BE CONSTRUCTED OF 2 3/8"
EXPLANATION: DRILL STEM DRIVEN TO REFUSE. THERE WILL BE A PWC RAMP ON
ONE SIDE OF THE PIER. THERE WILL BE AN 8' X 6' WALK WAY TO THE PIER. THE
OVERALL LENGTH OF THE PIER WILL EXTEND 28'.

REASON FOR REQUEST: TO CONSTRUCT FISHING PIER



Property Owner's Signature

3-3-2016

Date

Amended Plats Exist:
YES or NO

ACTION BY CITY BUILDING/ARCHITECTURAL CONTROL COMMITTEE:

DATE _____ APPROVED _____ DISAPPROVED _____
EXPLANATION OF ACTION: _____

* SEE POA 7.02 & CITY CODE 150.03, 150.06 & 151.42 Four (4) signatures required:

Chairman of Committee

Committee Member

Committee Member

Committee Member

Committee Member

Committee Member

To: Mayor and City Council
City of Meadowlakes

Date: 3-4-2016


From: GUTHRIE COMPANY

Re: Variance Request

Dear Mayor and Council,

I am requesting a variance from the City of Meadowlakes Floodplain Ordinance to allow construction of a fishing dock to be located at 305 MEADOWLAKES, DR.. This request is for the conduct of a functionally dependant use of the fishing dock as it must be located below the required base flood elevation at this location for the course of its normal operation.

Thank you,

A handwritten signature in black ink, consisting of a stylized 'G' followed by a horizontal line and a small flourish.