

City of Meadowlakes

AGENDA

**City of Meadowlakes
Workshop Meeting
Tuesday July 19, 2016 – 2:00 p.m.
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas**

- 1. Call to Order**
 - 2. Fiscal Year 2017 Budget Workshop**
 - 3. Adjournment**
-

City of Meadowlakes

AGENDA

**Council Meeting
City of Meadowlakes
Tuesday July 19, 2016 – 5:00 p.m.
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas**

Notice is hereby given that a Meeting of the City Council of the City of Meadowlakes Texas will be held on Tuesday, July 19, 2016 at 5:00 p.m. at the Totten Hall, Meadowlakes Municipal Building, Meadowlakes, Texas, at the which time the following subjects will be discussed, to wit:

- 1. CALL TO ORDER AND QUORUM DETERMINATION**
- 2. PLEDGE OF ALLEGIANCE AND PRAYER**
- 3. CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda related items. Citizens wishing to address the Council must complete an "Application to Address" which must be submitted to the City Secretary at least ten (10) minutes prior to the commencement of the City Council Meeting and each individual will be limited to a maximum speaking time of three (3) minutes.)*
- 4. MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only. Recommendations or action discussion not allowed.)*
- 5. CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s).)*

- A. Minutes of the June 21, 2016 City Council Meeting
- B. Standard Staff Reports for June 2016
 - 1. Ordinance Report
 - 2. Animal Control Report
 - 3. Patrol Activity Report
 - 4. Building Committee Report
 - 5. Vandalism Report
 - 6. Public Works Report
- C. June 2016 Financial and Disbursements Reports-Thompson

6. OLD BUSINESS

- A. Discussion/Action related to the Capital Improvement Committee and Long Range Planning Committee report.- Raesener

7. NEW BUSINESS

- A. Discussion/Action entering into a contract with Marble Falls Emergency Medical Service, Inc. for emergency medical and transport services.- Thompson
- B. Discussion/Action into authorizing the Mayor and City Manager to execute a letter of engagement with Neffendorf, Knopp, Doss & Company, P.C. of Fredericksburg for conducting the fiscal year 2016 financial audit.-Thompson
- C. Discussion/Action on transfer of funds from the General Fund to the Recreation for immediate cart path repairs.-Thompson
- D. Discussion/Action on approving job description for City Manager.-Thompson
- E. Discussion/Action on authorizing City Manager to make an additional principal payment on the City's water tank lease/purchase.-Thompson

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 salutary 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 salutary 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 City Council meeting will be Tuesday, August 16, 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

I, Loren Meiner, City Secretary for the City of Meadowlakes, Texas, do certify that this Notice of Meeting was posted at City Hall, in a place readily accessible to the general public at all times, on July 14, 2016 at 4:00 p.m. and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

/s/Loren Meiner
Loren Meiner, City Secretary

/s/ Mary Ann Raesener
Mary Ann Raesener, Mayor

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

Posting Removed: _____ **at** _____ **by** _____

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

City of Meadowlakes

AGENDA

**City of Meadowlakes
Workshop Meeting
Tuesday July 19, 2016 – 2:00 p.m.
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas**

- 1. Call to Order**
 - 2. Fiscal Year 2017 Budget Workshop**
 - 3. Adjournment**
-

City of Meadowlakes

AGENDA

**Council Meeting
City of Meadowlakes
Tuesday July 19, 2016 – 5:00 p.m.
Totten Hall, Meadowlakes Municipal Offices
177 Broadmoor Street, Meadowlakes, Texas**

Notice is hereby given that a Meeting of the City Council of the City of Meadowlakes Texas will be held on Tuesday, July 19, 2016 at 5:00 p.m. at the Totten Hall, Meadowlakes Municipal Building, Meadowlakes, Texas, at the which time the following subjects will be discussed, to wit:

- 1. CALL TO ORDER AND QUORUM DETERMINATION**
- 2. PLEDGE OF ALLEGIANCE AND PRAYER**
- 3. CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda related items. Citizens wishing to address the Council must complete an "Application to Address" which must be submitted to the City Secretary at least ten (10) minutes prior to the commencement of the City Council Meeting and each individual will be limited to a maximum speaking time of three (3) minutes.)*
- 4. MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only. Recommendations or action discussion not allowed.)*
- 5. CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s).)*

- A. Minutes of the June 21, 2016 City Council Meeting
- B. Standard Staff Reports for June 2016
 - 1. Ordinance Report
 - 2. Animal Control Report
 - 3. Patrol Activity Report
 - 4. Building Committee Report
 - 5. Vandalism Report
 - 6. Public Works Report
- C. June 2016 Financial and Disbursements Reports-Thompson

6. OLD BUSINESS

- A. Discussion/Action related to the Capital Improvement Committee and Long Range Planning Committee report.- Raesener

7. NEW BUSINESS

- A. Discussion/Action entering into a contract with Marble Falls Emergency Medical Service, Inc. for emergency medical and transport services.- Thompson
- B. Discussion/Action into authorizing the Mayor and City Manager to execute a letter of engagement with Neffendorf, Knopp, Doss & Company, P.C. of Fredericksburg for conducting the fiscal year 2016 financial audit.-Thompson
- C. Discussion/Action on transfer of funds from the General Fund to the Recreation for immediate cart path repairs.-Thompson
- D. Discussion/Action on approving job description for City Manager.-Thompson
- E. Discussion/Action on authorizing City Manager to make an additional principal payment on the City's water tank lease/purchase.-Thompson

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 salutary 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 salutary 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 City Council meeting will be Tuesday, August 16, 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

I, Loren Meiner, City Secretary for the City of Meadowlakes, Texas, do certify that this Notice of Meeting was posted at City Hall, in a place readily accessible to the general public at all times, on July 14, 2016 at 4:00 p.m. and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

/s/Loren Meiner
Loren Meiner, City Secretary

/s/ Mary Ann Raesener
Mary Ann Raesener, Mayor

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

Posting Removed: _____ **at** _____ **by** _____

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

Ordinance Enforcement Report
Summary
JUNE 2016

Calls Received: Ordinance line: 27
Security Gate: 2
City Hall: 0

91 warning letters or notices were issued during the month of June:

3 letters regarding Ordinance 20-55 – grass clippings in street or grass growing over curb into street
26 letters regarding Ordinance 20-55 – trash containers visible from the street
11 letters regarding Ordinance 20-55 & PMC 302.4 – lot or yard needs mowing
8 letters regarding Ordinance 20-55 – limbs on property over 14 days
31 letters regarding PMC 302.4 – trees need trimming to minimum of 14 foot clearance
1 letter regarding PMC 302.4 – dead trees on property
1 letter regarding Ordinance 28-56 – trailer parked on street overnight
5 letters regarding Ordinance 28-56 – boat stored on drive over 3 days
4 letters regarding Ordinance 28-56 – boat, trailer or vehicle parked on lot
1 letter regarding Ordinance 28-56 – golf cart stored on drive

35 Warning tickets were issued regarding Ordinance 28-55 – for parking infractions most of which were for parking on the wrong side of street, parking in a no parking zone or parking on the street without a permit
1 Warning Notice was issued regarding Ordinance 28-56 - limbs on lot over 14 days & lot needs mowing
6 Citations were issued- 3 regarding Ordinance 28-55 - parking on the street over 3 days in 7 or parking on the wrong side of the street and 3 regarding Ordinance 6-41& PMC 302.4 regarding construction site
5 Verbal warnings were issued

Submitted by:

Pat Preston

Pat Preston
Ordinance Enforcement Officer
July 1, 2016

JUNE, 2016 ANIMAL CONTROL CALLS

Date	Caller	Description
6-2	Patricia Roy	104 Dog Leg. 693-5996. She has trapped a possum in her trap and asked me to remove it. When I returned the call, he had removed the possum from the city.
6-2	Sandra Williams	291 Meadowlakes Dr. 325-338-7771. She reported that she had secured a dog and asked if I had received a call for a lost dog. We researched the dog's tags and put the dog back with its owners.
6-6	Iris Taylor	332 Olympia Fields. 693-6443. She has a skunk living under her driveway . I delivered her a trap for the skunk.
6-10	Beverly Rock	34 Firestone Place. 512-639-1472. She reported her Multi-Poo dog missing . She called later that she had recovered her dog. I will inform her to get the dog registered.
6-14	Cheryl Fernandez	830-693-8420. She reported that a friend of hers brought by a small poodle-type dog that had been following her as she was walking . The dog had no tag, but she thought maybe Cheryl may know where it lives. They determined that the dog belonged to Amy Stedman. The lady delivered the dog to her.
6-15	Amy Stedman	430 St Andrews. 512-755-4539. I visited her to discuss her dog situation. She has two dogs and leaves them outside all of the time. She has no fence but does have an invisible fence and the dogs wear a shock collar. The larger dog (poodle-like) is not been affected by the collar and has been crossing the fence. When she is away from the city, she leaves the larger dog attached to an overhead tether. I informed her that it was against city ordinance to leave a dog attached to a tether without being in visual range of the dog by a responsible person. She did not believe me and asked that I send her a copy of the ordinance. I emailed her a copy of ordinance 4-53 I will issue her a warning ticket for: Restraint (leaving lot line of residence) Restraint (tethering) Licensing (not registering dogs) I will follow-up on her registering her dogs by July 15.
6-16	Mary Ann Raesener	She reported that Amy Stedman was riding around in a golf cart looking for her dog that was loose.
6-17	Evan Cutchin (City Hall)	817-371-3034. She reported that she had taken in a loose dog and has it at her house. It was a poodle – type dog.
6-17	Shana Thompson	She reported that she is missing a dog and was curious if anyone had reported finding it. I called Evan and asked her to call the Shana to see if it was her dog. She did and it was her dog – Evan returned the dog to Shana. I told Shana to get her dog registered with the city (happy ending).
6-20	Roxanne Heinatz	416 Meadowlakes Dr. 512-755-0597. She reported that she had secured five bats in her house . She packaged them up and took to gate for me to pick up. She had gotten one more bat and took it to the gate. I took the bats to Vet for testing. The bats tested negative for rabies . There was another bat in her house, but a neighbor who was helping in her house released it. See attached notes.
6-21	Roxanne Heinatz	
6-22	Roxanne Heinatz	
6-24	Vet Office	Results of rabies testing were negative for all five bats.
6-24	Dr. Madrigal	830-613-0555. She was upset that Roxanne and her houseguests had not been informed earlier about the possibility of rabies shots. Normal time is 3 days. It was now day 5. There had been a total of 7 people sleeping in the house where there was a possibility of bats also in the house. Dr. Madrigal said all 7 will be getting the shots.

JUNE, 2016
ANIMAL CONTROL CALLS

[illegible]

MEADOWLAKES PATROL ACTIVITY REPORT June 2016

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL	THE	NOTES	Begin Mileage	End Mileage	Miles Driven
6/1/16	Wed	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	16421	16441	20
6/2/16	Thur	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	16622	16640	18
6/3/16													0
6/4/16													0
6/5/16													0
6/6/16													0
6/7/16	Tues	Koenning	3:00 PM	7:00 PM	4		1			Dispatched to 248 Carnoustie to check welfare of a 90 yr old female who has not contacted her Home Health Care nurse in 4 days. Resident was found to be ok and was advised to contact nurse.	50655	50675	20
6/8/16	Wed	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	16888	16900	12
6/9/16													0
6/10/16													0
6/11/16													0
6/12/16													0
6/13/16	Mon	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	17099	17118	19
6/14/16	Tues	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	17201	17222	21
6/15/16	Wed	Koenning	2:30 PM	4:30 PM	2					Patrol & radar	51053	51065	12
6/16/16													0
6/17/16													0
6/18/16													0
6/19/16													0
6/20/16	Mon	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	17441	17460	19
6/21/16	Tues	Koenning	3:00 PM	7:00 PM	4		1	1		Patrol & radar	51557	51575	18
6/22/16	Wed	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	17655	17665	10
6/23/16													0
6/24/16													0
6/25/16													0
6/26/16													0
6/27/16	Mon	Bindseil	5:00 PM	9:00 PM	4					Patrol & radar	17889	17904	15
6/28/16													0
6/29/16													0
6/30/16													0

TOTALS: 42 0 2 1 0

184

Building Committee Report

Authorized By: Blair Feller,
Building Committee Chairman

Approved Permits

	<i>Issued</i>	<i>Outstanding</i>	<i>Total</i>
Deck			
Fence	4	1	5
Remodel		8	8
New Home	1	7	8
Variance	1		1
Patio Cover			
Arbor			
Swimming Pool/Hot Tub		1	1
Play Scape	1		1
Other- Boat Docks	1	1	2
Plat Amendment			
Consultation			
Permit Revision			
Total	8	18	26

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			
Total			

City of Meadowlakes

VANDALISM/INCIDENTS – June 2016

A resident on Firestone Drive had found 2 round red stickers (about the size of a nickel) on their front door. The resident was concerned that her home was being targeted. No other incidents were noticed, and no damage was found.

City of Meadowlakes

177 Broadmoor
Meadowlakes, Texas 78654
USA

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

MEMORANDUM

Date: July 13, 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 June was 15.0 million gallons.
2. Tasks for the POA that were done this month include: Routine maintenance at the guard gate (weeding flower beds, mowing), weekly mowing and cleaning of the lakeside pavilion and children's park. Completed 2 mowing cycles of vacant lots. Works has also begun for a new memorial garden to be located on Meadowlakes Drive in the small island at the South end of Fairway Lane.
3. Johnnie and Mike met with R.C. Collins, P.E. with Southwest Engineers regarding the possible upgrades to the raw water pump station as well as pump replacement at the water treatment plant. Southwest Engineers has provided engineering services for Meadowlakes for the past 20 years.
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. The new electronic sign installation at the gate has been completed. Messages on the new sign can be programmed from a computer at city hall through the internet using a secure connection with a computer to be installed inside the guard shack that is connected directly to the new sign.
6. Work continues on the tank dams adjacent to the wastewater plant. The recent rain has delayed the completion of this project and we hope to have this completed within the next few weeks.
The TCEQ had required that a study be performed on those tank dams to evaluate the capacity of those dams to contain flood waters. This study was completed last year by the engineering firm of Halff & Associates in Austin with recommendations for raising the top of 2 of the 3 tank dams. Material is being placed on the top of the tank dams to comply with those recommendations.
7. A new security camera system has been installed at the restaurant and at the wastewater treatment plant. These systems have a digital video recorder incorporated into the system and records when motion is detected on any camera in the system.
8. Staff has installed service taps for a new home at 360 Firestone.

City of Meadowlakes
Item for Consideration
Council Meeting July 19, 2016

Agenda Item-5
Consent Items

Date: July 13, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: Consent Items

Requested Council Agenda Date: July 19, 2016

Requester: Johnnie Thompson, City Manager, 830-693-2951

1. Place On Agenda as: ☒ Consent ☐ Old Business ☐ New Business

2. Budget Impact Statement Attached: ☐ Yes ☐ No ☒ N/A

Below is a brief review of the consent items:

- A. Attached for review and approval is a copy of the June 21, 2016 meeting minutes. Please contact Loren with requested corrections, edits and/or clarification.
- B. Standard Staff Reports:
 - B-1. Ordinance Report:
 - Responded to 29 calls
 - Issued 91 warning letters/notices-mainly dealing with visible trash containers, trees in need of trimming, lots and yards in need of mowing and vehicles stored over 3 days.
 - B-2. Animal Control Report:
 - Responded to 19 calls regarding various animals as well as several bat issues during the month. The attached detailed report has name, phone number and address omitted for privacy reasons.
 - B-3. Patrol Report: Officers logged 42 hours
 - Issued 2 written warnings and 1 verbal warnings.
 - B-4. Building Committee Report: Issued 8 new permits in May.
 - 1-New Home (362 Firestone)
 - 1-Variance
 - 1-Boat Dock
 - 4-Fence
 - 1-Play Scape
 - The Committee has a total of 18 outstanding permits.
 - B-5. Vandalism/Incident Report:

- One report of vandalism was reported on Broadmoor. Please refer to the Vandalism report for additional information.
- B-6. Please refer to Mike's report for information on Public Works

June 2016 Financial Reports

Overall, all funds are performing well. Revenues are exceeding their budgets with the exception of few expense line items.

Combined Balance Sheet

At the end of June all funds with the exception of the Recreation Fund had increased cash on deposit than at the end of May of 2015. And all funds with the exception of the General Fund had increased cash on deposit at the end of June than at the end of May.

Cash On Deposit

General Fund

- Increased by \$28,595 cash on deposit than at the same time last fiscal year
- Fell by \$22,600 cash on deposit than at the end of May
- Increased by \$42,000 cash on deposited than was budgeted

Utility Fund

- Increased by \$37,721 cash on deposit than at the same time last fiscal year
- Increased by approximately \$14,000 cash on deposit than at the end of May
- Increased by approximately \$87,000 more cash on deposit that was budgeted

Debt Service Fund

- Increased by \$36,351 cash on deposit than at the same time last fiscal year
- Increased by approximately \$13,500 more on deposit than at the end of May
- Increased by approximately \$36,500 more cash on deposit that was budgeted

Recreation Fund - Is difficult to compare due the lack of a complete financial history. It appears that there was approximately \$4,000 less in cash than at the same time last year.

Uncommitted Cash

- Uncommitted cash reserves in the General Fund (cash less current liabilities) at the end of June were approximately \$436,000; about \$8,000 greater than the same time last year.
- The Utility Fund's uncommitted cash reserves at the end of June were approximately \$277,800 or approximately \$57,000 greater than the same time last year.
- The Debt Service Fund has no uncommitted cash reserves since all funds deposited are restricted for payment of the City's bonded debt.

General Fund Review

The General Fund is performing better than the budget for the fiscal year to date.

- Income for the period exceeded those budgeted by approximately \$1943. The Fund's income for the year-to-date exceed those budgeted by nearly \$28,600 mainly due to increase cable franchise fee. The majority of the other revenue streams have equaled or exceeded their budgeted amounts.
- Total Ad Valorem tax collections for the October 2015-June 2016 period total \$345,643. This equates to a collection rate of approximately 98% compared to 97.9% at the end of June last year.
- Expenses for year-to-date while exceeding those budgeted are within those anticipated. This amount includes the purchase of the new truck which was not originally budgeted. Backing out the truck purchase, the expenses are about 6% less than those budgeted.
- The Fund had a net gain of just over \$84,500 compared to a budgeted net gain of \$72,000 and a \$95,400 net gain at the end of June of last year.
- All checks issued during the month are the normal recurring ones.

Utility Fund

The Utility Fund continues to perform better than anticipated.

- June's revenues exceed those budgeted by approximately 3.1% (\$3,000) and year-to-date revenues exceed those budgeted by 4.1% (\$36,000). This is mainly due to increased income from water sales (\$28,000) and new taps. Most of the other revenue streams are in line with those budgeted for the period.
- Expenses for the period are approximately 9% (\$8,000) less than what was budgeted with most major expense categories being less than those budgeted. The exception is water treatment expenses; which is running about \$6,000 greater. Year-to-date expenses are 3.6% (\$34,000) below

those budgeted. Please note that the total expenses for the Fund reflect an additional \$25,000 unbudgeted principal paid on the water storage tank lease/purchase.

- The Fund experienced a gain of approximately \$20,000 for the month and only a slight loss for the year-to-date.
- The vast majority of the disbursement during the month were the normal recurring ones with the exception of the following:
 - Ck. 15506-Card Service Center-\$4,755.81 a large portion (\$4,216.26) was for the purchase of the new electronic sign at the gate
 - Ck. 15512-HydroPro Solutions for \$8,640.00 which was for the purchase of new water meters
 - Ck. 15553-A Soto's Construction-\$2,100.00 which was for the concrete cart path installed on the new spillway on 16.

Debt Service Fund

The Debt Service Fund is performing as budgeted.

Recreation Fund

The Recreation Fund rebounded in June making up most of the Fund's loss encounter in May. The Fund lost less than \$1,000 in June and has a slight net gain for the fiscal year.

Backing out the portion of the House expense that is directly related to Food and Beverage this operation showed a \$5,361 net gain in June however it still had a loss of just over \$4,400 for the year. If you factor in House expenses associated with Food and Beverage operation it had a net gain in excess of \$3,600 in June but experienced a loss of over \$21,400 for the year.

The Fund had no out of the ordinary disbursements during the month.

Should you have any questions please do not hesitate to give me a call or drop me and email.

City of Meadowlakes

June 2016 Financial Statements

City of Meadowlakes
Combined Balance Sheet
as of June 30, 2016

	General Fund	Utility Fund	Debt Service Fund	Recreation Fund*	Total Memorandum Only
<u>ASSETS</u>					
<u>Current Assets</u>					
Cash	\$254,407	\$180,927	\$397,008	\$16,140	\$848,482
Restricted	\$0	\$16,608	\$0	\$0	\$16,608
Invested Funds	\$241,008	\$251,108	\$0	\$0	\$492,116
Total Cash	\$495,416	\$448,643	\$397,008	\$16,140	\$1,357,206
<u>Accounts Receivable</u>					
Long Term Receivables	\$0	\$0	\$141,120	\$0	\$141,120
Current Receivables & Prepaid	\$14,944	\$100,483	\$9,044	\$18,783	\$143,254
Totals Receivables	\$14,394	\$100,483	\$150,164	\$18,783	\$283,824
<u>Inventory</u>	\$0	\$76,490	\$0	\$34,595	\$111,085
<u>Net Pension Assets</u>	\$0	\$37,609	\$0	\$0	\$0
<u>Total Current Assets</u>	\$509,809	\$663,225	\$547,172	\$69,518	\$1,789,725
<u>Fixed Assets</u>	\$0	\$3,740,332	\$0	\$153,388	\$3,893,720
<u>Deferred Outflow Employee Pension</u>	\$0	\$5,952	\$0	\$0	\$0
TOTAL ASSETS	\$509,809	\$4,409,509	\$547,172	\$222,906	\$5,689,397

City of Meadowlakes

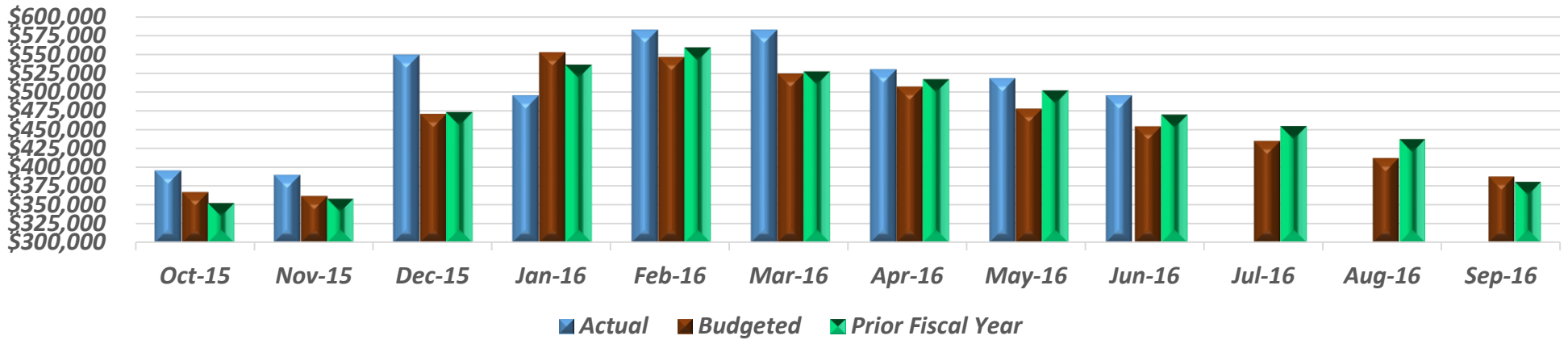
Combined Balance Sheet

as of June 30, 2016

	General Fund	Utility Fund	Debt Service Fund	Recreation Fund*	Total Memorandum Only
<u>LIABILITIES & EQUITY</u>					
<u>Current Liabilities</u>					
Accounts Payable	\$5,708	\$12,898	\$0	\$33,952	\$52,558
Service/Deposits Payable	\$22,414	\$87,402	\$0	\$0	\$109,816
Current Portion Loan Payable	\$0	\$42,276	\$0	\$0	\$42,276
Restricted Funds	\$19,502	\$17,127	\$0	\$0	\$36,629
Accrued Employee Vacation	\$0	\$11,183	\$0	\$0	\$11,183
Other Liabilities	\$11,647		\$8,956	-\$2,964	\$17,639
Prior Year Adjustments	\$0	\$322,640	\$0	\$0	\$322,640
Total Current Liabilities	\$59,271	\$493,526	\$8,956	\$30,988	\$592,741
<u>Long Term Liabilities</u>					
Net Pension Liability	\$0	\$0	\$0	\$0	\$0
Deferred Inflow Employee Pension		\$14,481	\$0	\$0	\$0
Long Term Debt	\$0	\$55,268	\$0	\$288,770	\$344,038
Total Long Term Liabilities	\$0	\$69,749	\$0	\$288,770	\$358,519
<u>Total Liabilities</u>	\$59,271	\$563,275	\$8,956	\$319,758	\$951,260
<u>Equity</u>					
Retained Earnings	\$282,516	\$323,304	\$0	\$35,052	\$640,872
Fund Balance	\$83,493	\$184,965	\$154,965	\$0	\$423,423
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	\$33,375	\$33,375
Net Income	\$84,528	-\$15,179	\$383,252	-\$241,363	\$211,238
<u>Total Equity</u>	\$450,537	\$3,831,144	\$538,217	-\$96,852	\$4,723,046
TOTAL LIABILITIES & EQUITY	\$509,808	\$4,394,419	\$547,173	\$222,906	\$5,674,306

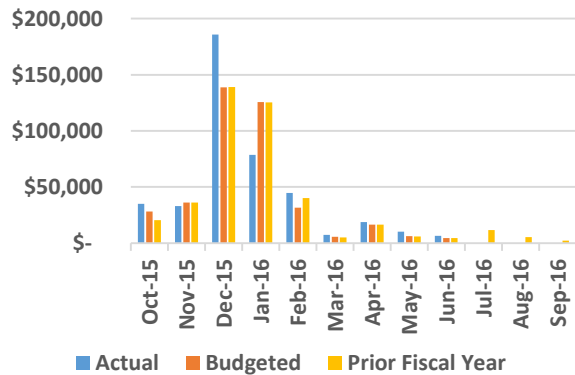
(Note: Difference in assets vs liabilities due to rounding.)

General Fund Cash Flow

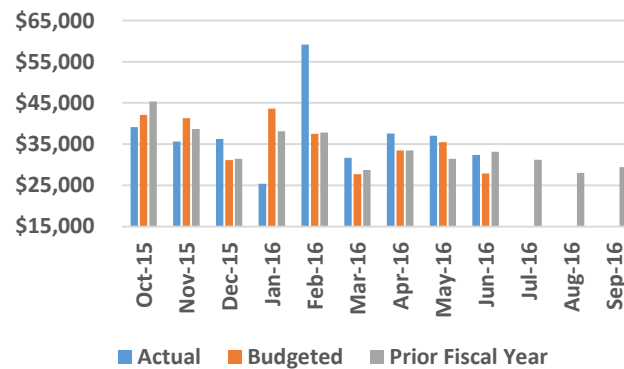


	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
Beginning Cash	\$380,746	\$395,687	\$389,821	\$ 548,899	\$593,404	\$581,968	\$555,419	\$529,577	\$518,036			
Cash Inflow	\$57,433	\$33,070	\$193,184	\$ 78,628	\$47,704	\$7,903	\$22,721	\$24,376	\$8,114			
Cash Outflow	\$42,492	\$38,936	\$34,106	\$ 34,123	\$59,140	\$34,452	\$48,563	\$35,917	\$30,734			
Ending Cash	\$395,687	\$389,821	\$548,899	\$593,404	\$581,968	\$555,419	\$529,577	\$518,036	\$495,416			
Increase/(Decrease) in Cash Since 1st of FY	\$ 14,941	\$ 9,075	\$ 168,153	\$ 212,658	\$ 201,222	\$ 174,673	\$ 148,831	\$ 137,290	\$ 114,670	\$ -	\$ -	\$ -

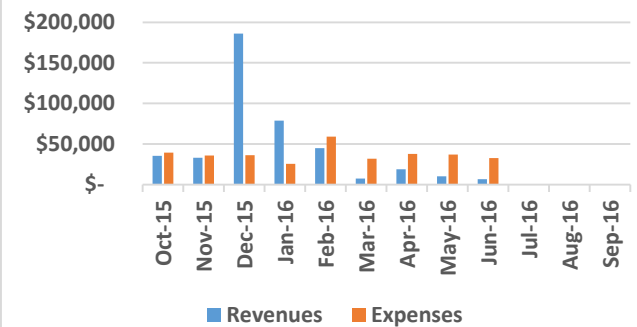
General Fund Income



General Fund Expenses



General Fund Revenues vs Expenses



City of Meadowlakes

Profit & Loss Budget vs. Actual

General Fund

June 2016

Ordinary Income/Expense

Income

	Jun-16	Budgeted June 16	Year-to-date	Budget Year-to-date
05-4120 · Ad Valorem Tax	\$5,108	\$3,480	\$345,643	\$341,040
05-4121 · Franchise Fees	\$0	\$0	\$66,021	\$42,225
05-4180 · Liquor Tax	\$0	\$0	\$925	\$900
05-4200 · City Bldg. Permits	\$530	\$350	\$4,555	\$3,750
05-4300 · Judicial	\$272	\$315	\$1,712	\$2,275
Total 05-4600 · Miscellaneous	\$453	\$275	\$2,068	\$2,155

Total Income

\$6,363 \$4,420 \$420,924 \$392,345

Expense

5001 · Employee Expenses	\$15,524	\$16,033	\$159,009	\$166,448
5010 · Administrative Expenses	\$6,344	\$1,441	\$44,753	\$40,392
5020 · Insurance Expense	\$0	\$0	\$4,985	\$5,925
5030 · Judicial Expense	\$500	\$442	\$7,390	\$8,624
5040 · Building and Facility Operation	\$650	\$882	\$5,436	\$8,946
6010 · Ordinance Enforcement	\$1,045	\$1,314	\$10,368	\$12,008
6020 · Animal Control	\$767	\$757	\$6,231	\$7,138
6030 · Traffic Control	\$1,651	\$1,121	\$14,248	\$11,664
6050 · Contract Emergency Service	\$5,886	\$5,895	\$52,976	\$58,055
05-8500 · Transfers Out	\$0	\$0	\$1,000	\$1,000
05-8700 · Capital Expenditure over \$5,000	\$0	\$0	\$30,000	\$0

Total Expense

\$32,367 \$27,885 \$336,396 \$320,200

Net Profit

-\$26,004 -\$23,465 \$84,528 \$72,145

City of Meadowlakes

Profit & Loss Budget vs. Actual

General Fund

June 2016

	Jun-16	Budgeted June 16	Year-to-date	Budget Year-to-date
Income				
05-4120 · Ad Valorem Tax	\$5,108	\$3,480	\$345,643	\$341,040
05-4121 · Franchise Fees				
05-4140 · PEC Franchise Tax	\$0	\$0	\$27,323	\$30,000
05-4160 · Cable Franchise Tax	\$0	\$0	\$34,505	\$8,500
05-4170 · Telephone Franchise Tax	\$0	\$0	\$4,193	\$3,725
05-4121 · Franchise Fees - Other	\$0	\$0	\$0	\$0
Total 05-4121 · Franchise Fees	\$0	\$0	\$66,021	\$42,225
05-4180 · Liquor Tax	\$0	\$0	\$925	\$900
05-4200 · City Bldg. Permits				
05-4220 · Home Permits	\$200	\$100	\$2,450	\$1,200
05-4240 · Remodeling Permits	\$200	\$100	\$450	\$1,100
05-4260 · Fence & Decks Permits	\$50	\$100	\$995	\$1,100
05-4290 · Misc. Bldg. Revenue	\$80	\$50	\$660	\$350
Total 05-4200 · City Bldg. Permits	\$530	\$350	\$4,555	\$3,750
05-4300 · Judicial				
05-4320 · Court Costs	\$0	\$0	\$0	
05-4340 · Court Fines	\$272	\$300	\$1,712	\$2,100
05-4380 · Administrative Fee	\$0	\$15	\$0	\$175
Total 05-4300 · Judicial	\$272	\$315	\$1,712	\$2,275
05-4460 · Interest - Investments	\$0	\$0	\$2	\$0
05-4620 · Pet Registration Fee	\$395	\$250	\$1,474	\$1,900
05-4630 · Miscellaneous	\$58	\$25	\$592	\$255
Total 05-4600 · Miscellaneous	\$453	\$275	\$2,068	\$2,155
Total Income	\$6,363	\$4,420	\$420,924	\$392,345
Gross Profit	\$6,363	\$4,420	\$420,924	\$392,345
Expense				
5000 · Administrative Expenses				
5001 · Employee Expenses				
05-6000 · Employee Expenditures				
05-6010 · Salary - Exempt	\$7,285	\$7,285	\$76,849	\$76,850
05-6015 · Salary - Non-exempt Employ	\$5,301	\$5,462	\$51,488	\$54,614
05-6025 · FICA/Medicare	\$963	\$1,000	\$10,029	\$10,700
05-6027 · Longevity Pay	\$0	\$0	\$2,215	\$3,000
05-6030 · Reserve - Payroll	\$0	\$0	\$0	\$0
05-6040 · Retirement	\$183	\$360	\$1,965	\$2,600
05-6045 · Health Insurance	\$1,793	\$1,743	\$14,205	\$15,687
05-6046 · Disability	\$0	\$0	\$0	\$0

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

June 2016

	Jun-16	Budgeted June 16	Year-to-date	Budget Year- to-date
05-6070 - Unemployment Reserve Exp.	\$0	\$0	\$1,000	\$1,000
05-6071 - Training & Travel	\$0	\$100	\$454	\$750
05-6072 - Dues and Memberships	\$0	\$0	\$0	\$500
05-6075 - Miscellaneous	\$0	\$83	\$804	\$747
Total 05-6000 - Employee Expenditures	\$15,524	\$16,033	\$159,009	\$166,448
Total 5001 - Employee Expenses	\$15,524	\$16,033	\$159,009	\$166,448
5010 - Administrative Expenses				
05-5000 - Property Tax Collection Expense				
05-5020 - Quarterly Expense	\$0	\$0	\$8,719	\$9,000
05-5040 - Collection Expense	\$0	\$125	\$0	\$750
05-5000 - Property Tax Collection Expense -	\$0	\$0	\$0	\$0
Total 05-5000 - Property Tax Collection Expense	\$0	\$125	\$8,719	\$9,750
05-5100 - City Building Committee				
05-5100 - City Building Committee - Other	\$0	\$40	\$135	\$280
Total 05-5100 - City Building Committee	\$0	\$40	\$135	\$280
05-5500 - Flood Plain/Emergency Mgt.	\$0	\$0	\$500	\$900
05-6100 - Professional Services				
05-6110 - City Attorney-General	\$15	\$250	\$600	\$2,250
05-6305 - Audit	\$0	\$0	\$4,500	\$4,000
05-6310 - Election	\$0	\$0	\$75	\$750
05-6366 - Codification	\$0	\$0	\$0	\$3,750
Total 05-6100 - Professional Services	\$15	\$250	\$5,175	\$10,750
05-6320 - Office Expense/Supplies	\$408	\$291	\$2,621	\$2,619
05-6325 - Lease-Copier	\$246	\$320	\$2,410	\$2,840
05-6326 - Office Equipment Repair & Main	\$0	\$50	\$7,558	\$350
05-6327 - Cap Exp Under \$5000	\$4,453	\$0	\$9,398	\$7,500
05-6330 - Postage	\$232	\$145	\$378	\$1,315
05-6340 - Memberships-Various	\$0	\$0	\$735	\$600
05-6350 - Telephone	\$170	\$54	\$691	\$486
05-6355 - Miscellaneous	\$819	\$166	\$4,498	\$1,502
05-6365 - Website Hosting & Upgrade	\$0	\$0	\$1,935	\$1,500
Total 5010 - Administrative Expenses	\$6,344	\$1,441	\$44,753	\$40,392
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	\$0	\$0	\$3,020	\$3,200
Total 5020 - Insurance Expense	\$0	\$0	\$4,985	\$5,925

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

June 2016

	Jun-16	Budgeted June 16	Year-to-date	Budget Year- to-date
5030 · Judicial Expense				
05-5705 · Education	\$0	\$0	\$200	\$500
05-5710 · Membership	\$0	\$0	\$40	\$250
05-5720-Prosecuting Attorney	\$300	\$200	\$1,800	\$1,700
05-5725 · Court Software	\$0	\$0	\$3,500	\$4,000
05-5727 · Office Lease - Judge	\$200	\$200	\$1,800	\$1,800
05-5730 · Administrative Expense	\$0	\$42	\$50	\$374
Total 5030 · Judicial Expense	\$500	\$442	\$7,390	\$8,624
5040 · Building and Facility Operation				
05-6360 · Office Maintenance-Cleaning	\$260	\$300	\$2,080	\$2,700
05-6410 · Maintenance & Repair	\$119	\$291	\$423	\$2,619
05-6420 · Electric Service	\$271	\$291	\$2,067	\$2,627
05-6430 · Ins-Real Estate & Pers Prop	\$0	\$0	\$866	\$1,000
Total 5040 · Building and Facility Operation	\$650	\$882	\$5,436	\$8,946
Total 5000 · Administrative Expenses	\$23,018	\$18,798	\$221,573	\$230,335
6000 · Public Safety				
6010 · Ordinance Enforcement				
05-5225 · Ordinance Employee	\$856	\$1,040	\$8,548	\$9,380
05-5226 · Ordinance FICA/Med	\$66	\$83	\$588	\$751
05-5228 · Insurance - Worker's Comp	\$0	\$0	\$60	\$150
05-5230 · Ordinance Misc. Exp.	\$20	\$0	\$237	\$0
05-5274 · Mileage	\$68	\$133	\$583	\$1,201
05-5277 · Insurance - Auto Liability	\$0	\$0	\$283	\$0
05-5280 · Supplies/Miscellaneous	\$36	\$58	\$69	\$526
Total 6010 · Ordinance Enforcement	\$1,045	\$1,314	\$10,368	\$12,008
6020 · Animal Control				
05-5320 · Contract Agreement	\$633	\$633	\$5,700	\$5,697
05-5340 · Ins-Worker's Comp	\$0	\$0	\$315	\$325
05-5360 · Pet Holding Fee/Rabies	\$47	\$62	\$34	\$558
05-5380 · Supplies/Miscellaneous	\$87	\$62	\$182	\$558
Total 6020 · Animal Control	\$767	\$757	\$6,231	\$7,138
6030 · Traffic Control				
05-5610 · Salary & Wages	\$1,534	\$1,038	\$12,070	\$9,342
05-5615 · FICA/Med	\$117	\$83	\$947	\$747
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	\$0	\$75	\$200
Total 6030 · Traffic Control	\$1,651	\$1,121	\$14,248	\$11,664

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

June 2016

	Jun-16	Budgeted June 16	Year-to-date	Budget Year- to-date
6050 · Contract Emergency Service				
05-6610 · Marble Falls EMS	\$2,792	\$2,791	\$25,125	\$25,119
05-6620 · Marble Falls Fire	\$3,094	\$3,104	\$27,851	\$32,936
Total 6050 · Contract Emergency Service	\$5,886	\$5,895	\$52,976	\$58,055
 Total 6000 · Public Safety	 \$9,350	 \$9,087	 \$83,823	 \$88,865
 Total Expense	 \$32,367	 \$27,885	 \$305,396	 \$319,200
 Net Ordinary Income	 -\$26,004	 -\$23,465	 \$115,528	 \$73,145
 Other Income/Expense				
Other Expense				
7000 · Non-Operating Expense				
05-8500 · Transfers Out				
05-8501 · Transfer to PWD Fund	\$0	\$0	\$500	\$500
05-8502 · Transfer to RCC Fund	\$0	\$0	\$500	\$500
05-8520 · Contingency Fund Exp.	\$0	\$0	\$0	\$0
Total 05-8500 · Transfers Out	\$0	\$0	\$1,000	\$1,000
 05-8700 · Capital Expenditure over \$5,000	 \$0	 \$0	 \$30,000	 \$0
 Total 7000 · Non-Operating Expense	 \$0	 \$0	 \$31,000	 \$1,000
 Total Other Expense	 \$0	 \$0	 \$31,000	 \$1,000
 Net Other Income	 \$0	 \$0	 -\$31,000	 -\$1,000
 Net Income	 -\$26,004	 -\$23,465	 \$84,528	 \$72,145

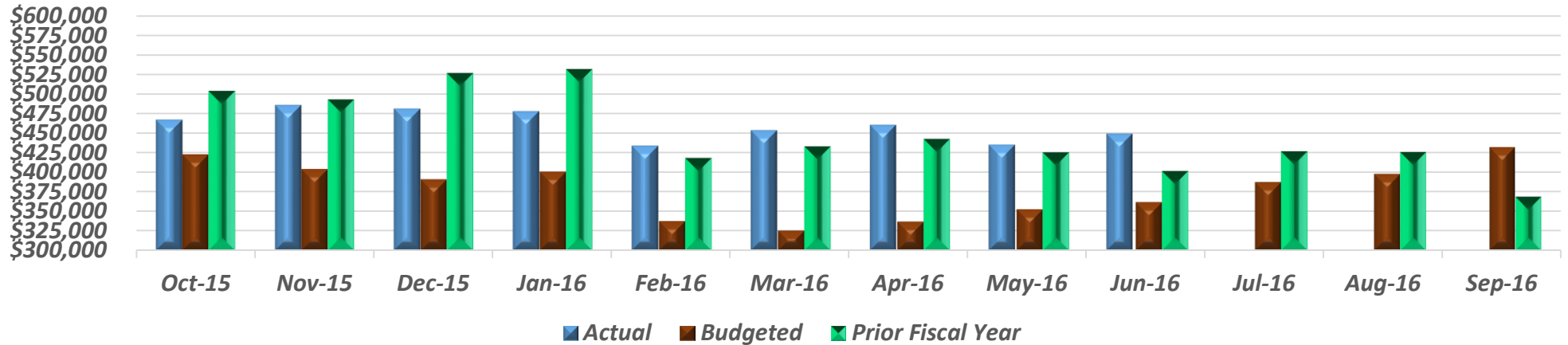
City of Meadowlakes
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Ck.	EFT	06/01/2016	Galaway, Robbie	05-1035 · First State Bk.		-633.33
				05-5320 · Contract Agreement	-633.33	633.33
TOTAL					-633.33	633.33
Ck.	EFT	06/01/2016	Marble Falls Area VFD	05-1035 · First State Bk.		-3,094.58
				05-6620 · Marble Falls Fire	-3,094.58	3,094.58
TOTAL					-3,094.58	3,094.58
Ck.	EFT	06/01/2016	Marble Falls Area EMS Inc	05-1035 · First State Bk.		-2,791.67
				05-6610 · Marble Falls EMS	-2,791.67	2,791.67
TOTAL					-2,791.67	2,791.67
Ck.	EFT	06/01/2016	Adams, Don	05-1035 · First State Bk.		-200.00
				05-5727 · Office Lease - Judge	-200.00	200.00
TOTAL					-200.00	200.00
Ck.	Online Bill	06/27/2016	Katherine McAnally	05-1035 · First State Bk.		-300.00
				05-5720 · Prosecuting Attorney	-300.00	300.00
TOTAL					-300.00	300.00
Bill Pmt -Ck.	15206	06/03/2016	Burnet Central Appraisal	05-1035 · First State Bk.		-2,906.32
Bill	3rd qrtr-July 201	05/18/2016		05-5020 · Quarterly Expense	-2,906.32	2,906.32
TOTAL					-2,906.32	2,906.32
Bill Pmt -Ck.	15207	06/03/2016	Pedernales Electric Coop	05-1035 · First State Bk.		-209.70
Bill	May 2016	05/25/2016		05-6420 · Electric Service	-209.70	209.70
TOTAL					-209.70	209.70
Bill Pmt -Ck.	15208	06/03/2016	Preston, Pat	05-1035 · First State Bk.		-36.18
Bill	May 2016 travel	05/30/2016		05-5274 · Mileage	-36.18	36.18
TOTAL					-36.18	36.18
Bill Pmt -Ck.	15209	06/03/2016	Spotless Cleaning	05-1035 · First State Bk.		-260.00
Bill	2157	05/18/2016		05-6360 · Office Maintenance-Cleaning	-260.00	260.00
TOTAL					-260.00	260.00
Bill Pmt -Ck.	15210	06/03/2016	Xerox Corporation	05-1035 · First State Bk.		-309.02
Bill	084796670	06/01/2016		05-6320 · Office Expense/Supplies	-63.37	63.37
TOTAL					-63.37	63.37

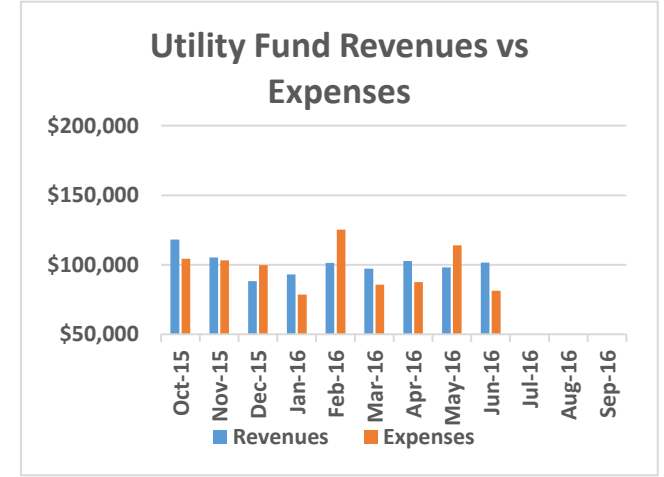
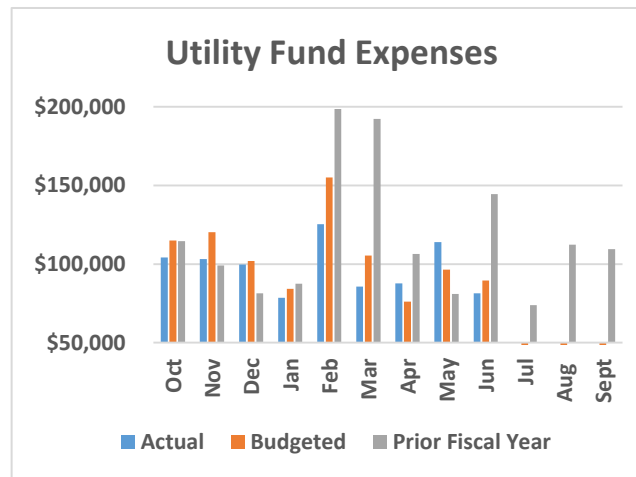
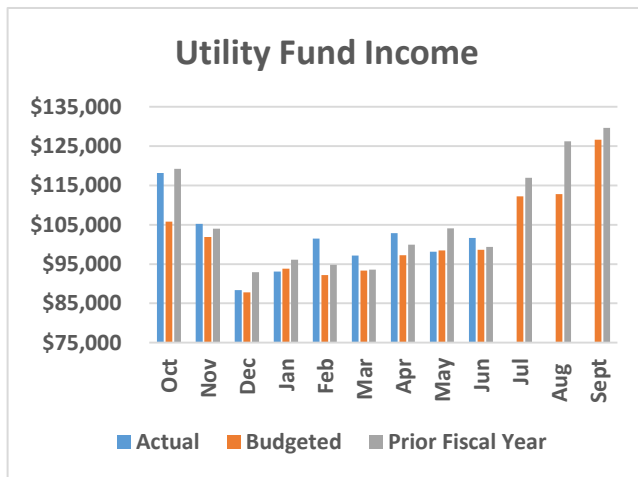
City of Meadowlakes
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15211	06/16/2016	Burnet Vet Clinic Inc	05-1035 · First State Bk.		-47.00
Bill	44624	06/10/2016		05-5360 · Pet Holding Fee/Rabies	-47.00	47.00
TOTAL					-47.00	47.00
Bill Pmt -Ck.	15212	06/16/2016	City of Meadowlakes PWD	05-1035 · First State Bk.		-878.41
Bill	May 16 Due PW	06/10/2016		05-6410 · Maintenance & Repair	-118.52	118.52
				05-6355 · Miscellaneous	-427.97	427.97
				05-5380 · Supplies/Miscellaneous	-52.79	52.79
				05-5274 · Mileage	-48.90	48.90
				05-6320 · Office Expense/Supplies	-172.36	172.36
				05-6330 · Postage	-20.22	20.22
				05-6350 · Telephone	-17.21	17.21
				05-5230 · Ordinance Misc. Exp.	-20.44	20.44
TOTAL					-878.41	878.41
Bill Pmt -Ck.	15213	06/16/2016	Great Southern Life Ins.	05-1035 · First State Bk.		-105.74
Bill	Policy #1673489	06/10/2016		05-6045 · Health Insurance	-105.74	105.74
Bill Pmt -Ck.	15214	06/16/2016	James R. Woods	05-1035 · First State Bk.		-500.00
Bill	deposit refund	06/15/2016		05-2320 · Deposits-Clean-up	-500.00	500.00
TOTAL					-500.00	500.00
Bill Pmt -Ck.	15215	06/23/2016	Marble Falls Area EMS Inc	05-1035 · First State Bk.		-564.89
Bill		06/22/2016		05-2151 · Security Fund	-564.89	564.89
TOTAL					-564.89	564.89
Bill Pmt -Ck.	15216	06/23/2016	Knight & Partners	05-1035 · First State Bk.		-15.00
Bill	May 2016 Stmt	06/01/2016		05-6110 · City Attorney-General	-15.00	15.00
TOTAL					-15.00	15.00
Bill Pmt -Ck.	15217	06/23/2016	Condor Document Service	05-1035 · First State Bk.		-32.00
Bill	CML61716	06/19/2016		05-6320 · Office Expense/Supplies	-32.00	32.00
TOTAL					-32.00	32.00
Bill Pmt -Ck.	15218	06/30/2016	ATS	05-1035 · First State Bk.		-148.50
Bill		06/30/2016		05-2340 · Inspection Fees	-148.50	148.50
TOTAL					-148.50	148.50
Bill Pmt -Ck.	15219	06/30/2016	Spotless Cleaning	05-1035 · First State Bk.		-260.00
Bill	23190	06/30/2016		05-6360 · Office Maintenance-Cleaning	-260.00	260.00
TOTAL					-260.00	260.00
Total June 2016 General Fund Disbursements						12,695.30

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	\$433,122	\$452,762	\$459,777	\$434,511			
Cash Inflow	\$181,543	\$148,719	\$103,668	\$99,496	\$91,738	\$115,819	\$110,069	\$94,727	\$105,525			
Cash Outflow	\$146,809	\$130,071	\$108,435	\$102,462	\$135,783	\$96,179	\$103,054	\$119,993	\$91,392			
Ending Cash	\$466,252	\$484,900	\$480,133	\$477,167	\$433,122	\$452,762	\$459,777	\$434,511	\$448,644			
Increase/(Decrease) in Cash Since First of FY	\$ 34,734	\$ 53,382	\$ 48,615	\$ 45,649	\$ 1,604	\$ 21,244	\$ 28,259	\$ 2,993	\$ 17,126	\$ -	\$ -	\$ -



City of Meadowlakes-Utility Fund

Profit & Loss Budget vs. Actual

June 2016

Income

	June 16	Budget Jun 16	Year to Date	Budget Year to Date
5010 · Water Revenue	\$ 32,660	\$ 29,873	\$ 290,859	\$ 262,485
5020 · Sewer Revenues	\$ 42,594	\$ 42,075	\$ 381,499	\$ 378,526
5030 · Garbage Revenue	\$ 16,819	\$ 16,645	\$ 152,026	\$ 149,805
5110 · Contract Services	\$ 7,083	\$ 7,084	\$ 63,750	\$ 63,750
5120 · Water Connect Fee Revenue	\$ 825	\$ 875	\$ 4,950	\$ 2,625
5130 · Sewer Connect Fee Revenue	\$ 725	\$ 725	\$ 4,350	\$ 2,175
5140 · Transfer Fee	\$ 325	\$ 300	\$ 1,850	\$ 2,050
5150 · Penalty & Interest Earned	\$ 603	\$ 673	\$ 6,108	\$ 5,693
5170 · Miscellaneous Revenues	\$ 9	\$ 350	\$ 302	\$ 3,025
5181 · Non-Rev-Xfer In-General Fund	\$ -	\$ -	\$ 500	\$ -
5200 · Interest earned on Investments	\$ 1	\$ -	\$ 10	\$ -
Total Income	\$ 101,643	\$ 98,600	\$ 906,205	\$ 870,134

Gross Profit	\$ 101,643	\$ 98,600	\$ 906,205	\$ 870,134
--------------	------------	-----------	------------	------------

Expense

Total 6100 · Employee Expenses	\$ 30,893	\$ 35,247	\$ 335,935	\$ 355,460
Total 6200 · Administrative Expenses	\$ 1,795	\$ 2,215	\$ 44,211	\$ 44,095
6300 · Operating Expenses				
Total 6301 · Water Treatment Operational	\$ 4,061	\$ 10,750	\$ 97,293	\$ 95,375
Total 6302 · Wastewater Operational Exp	\$ 4,822	\$ 5,910	\$ 61,617	\$ 64,680
Total 6303 · Other Operational Expenses	\$ 9,742	\$ 5,241	\$ 61,514	\$ 86,277
Total 6500 · Solid Waste Collection' Exp	\$ 15,028	\$ 14,917	\$ 120,747	\$ 134,249
Total Operating Expense	\$ 33,653	\$ 36,818	\$ 341,171	\$ 380,581
Total 8200 · Transfer to Other Funds	\$ 15,166	\$ 15,166	\$ 136,500	\$ 136,502
Total 9140 · 2013 I&S Expenses	\$ -	\$ -	\$ 48,491	\$ 23,489
Total Expenses	\$ 81,507	\$ 89,446	\$ 906,308	\$ 940,127
Net Income	\$ 20,136	\$ 9,154	\$ (103)	\$ (69,993)

City of Meadowlakes-Utility Fund

Profit & Loss Budget vs. Actual

June 2016

Expense

6100 · Employee Expenses

6110 · Salaries & Wages

6410 · Salaries Exempt Employees	\$ 5,777	\$ 5,298	\$ 51,016	\$ 52,976
6415 · Salaries & Wages-Non-Exempt	\$ 20,944	\$ 20,075	\$ 195,295	\$ 200,775
6416 · Overtime & Standby Pay	\$ 964	\$ 2,000	\$ 10,577	\$ 9,475
6417 · Longevity Pay-Exempt/Non-Exempt	\$ -	\$ -	\$ 4,653	\$ 6,400

Total 6110 · Salaries & Wages	\$ 27,685	\$ 27,373	\$ 261,541	\$ 269,626
-------------------------------	-----------	-----------	------------	------------

6111 · Other Employee Expenses

6116 · Unemployment Expense	\$ -	\$ -	\$ 1,750	\$ 1,750
6120 · FICA Expense	\$ 2,118	\$ 2,000	\$ 20,008	\$ 20,660
6140 · Worker's Compensation Insurance	\$ -	\$ -	\$ 8,474	\$ 10,000
6150 · Employee Insurance Expenses	\$ 170	\$ 4,833	\$ 32,142	\$ 43,497
6160 · Employee Retirement Expense	\$ 401	\$ 500	\$ 3,941	\$ 5,000
6170 · Employee Uniform Expense	\$ 369	\$ 291	\$ 3,449	\$ 2,627
6180 · Employee Training & Travel Exp	\$ 150	\$ 250	\$ 4,405	\$ 2,300
6560 · Miscellaneous Employee Expenses	\$ -	\$ -	\$ 225	\$ -

Total 6111 · Other Employee Expenses	\$ 3,208	\$ 7,874	\$ 74,394	\$ 85,834
--------------------------------------	----------	----------	-----------	-----------

Total 6100 · Employee Expenses	\$ 30,893	\$ 35,247	\$ 335,935	\$ 355,460
--------------------------------	-----------	-----------	------------	------------

6200 · Administrative Expenses

6210 · Auditing Expense	\$ -	\$ -	\$ 5,500	\$ 5,500
-------------------------	------	------	----------	----------

6225 · Misc. Dues & Fees

6226 · TECQ Fees	\$ -	\$ -	\$ 3,374	\$ 3,500
6227 · Other Misc. Dues & Fees	\$ -	\$ 150	\$ 425	\$ 1,550

Total 6225 · Misc. Dues & Fees	\$ -	\$ 150	\$ 3,799	\$ 5,050
--------------------------------	------	--------	----------	----------

6235 · Computer/Office Equip R&M	\$ 543	\$ 250	\$ 3,529	\$ 1,700
6240 · Software Update	\$ -	\$ 100	\$ 3,219	\$ 2,500
6250 · Office Supplies	\$ 747	\$ 400	\$ 2,835	\$ 3,000
6255 · Postage Expense	\$ 94	\$ 750	\$ 2,885	\$ 3,750
6260 · Telephone Expense	\$ 246	\$ 485	\$ 3,802	\$ 4,345
6270 · Insurance - GL & Property	\$ -	\$ -	\$ 16,716	\$ 16,500
6280 · Bad Debts	\$ -	\$ -	\$ -	\$ 1,000
6282 · Administrative-Miscellaneous	\$ 165	\$ 80	\$ 1,926	\$ 750

Total 6200 · Administrative Expenses	\$ 1,795	\$ 2,215	\$ 44,211	\$ 44,095
--------------------------------------	----------	----------	-----------	-----------

6300 · Operating Expenses

6301 · Water Treatment Operational Exp

6305 · Water Treatment Electrical	\$ 2,242	\$ 2,500	\$ 20,138	\$ 22,000
6310 · Heating Fuel-WTP	\$ -	\$ -	\$ 102	\$ 1,500
6314 · R&M-Plant & Pump Station	\$ 978	\$ 2,500	\$ 14,439	\$ 10,000

City of Meadowlakes-Utility Fund

Profit & Loss Budget vs. Actual

June 2016

	June 16	Budget Jun 16	Year to Date	Budget Year to Date
6316 · WTP Chemical Expense	\$ 1,291	\$ 5,000	\$ 14,832	\$ 14,125
6320 · Water Outside Testing Expense	\$ 401	\$ 250	\$ 2,994	\$ 2,250
6328 · Distribution Repair & Maint.	\$ 107	\$ 500	\$ 4,659	\$ 4,000
6355 · Meter Purchased	\$ -	\$ -	\$ 40,052	\$ 40,000
6360 · Tap Materials-Water	\$ (958)	\$ -	\$ 77	\$ 1,500
Total 6301 · Water Treatment Operational Exp	\$ 4,061	\$ 10,750	\$ 97,293	\$ 95,375
6302 · Wastewater Operational Expenses				
6304 · Wastewater Electrical	\$ 2,346	\$ 2,580	\$ 19,406	\$ 23,220
6311 · Propane-Wastewater	\$ -	\$ -	\$ 232	\$ 1,500
6317 · WWTP Chemicals	\$ 56	\$ 350	\$ 5,113	\$ 4,100
6318 · Outside Testing Wastewater	\$ 112	\$ 230	\$ 2,472	\$ 2,060
6321 · Collection System R&M				
63212 · Lift Station Repairs	\$ -	\$ -	\$ 8,660	\$ 5,000
6321 · Collection System R&M - Other	\$ -	\$ 250	\$ 2,283	\$ 1,300
Total 6321 · Collection System R&M	\$ -	\$ 250	\$ 10,943	\$ 6,300
6322 · Irrigation Maintenance Expense	\$ -	\$ -		\$ -
6324 · Irrigation Electric Subsidy	\$ 799	\$ -	\$ 7,053	\$ 7,500
6327 · WWTP Repair & Maintenance	\$ 1,509	\$ 2,500	\$ 16,398	\$ 20,000
Total 6302 · Wastewater Operational Expenses	\$ 4,822	\$ 5,910	\$ 61,617	\$ 64,680
6303 · Other Operational Expenses				
63031 · Repair & Maintenance-Other				
6329 · R&M-Building/Misc.	\$ 245	\$ 1,000	\$ 11,788	\$ 9,000
63291 · Drainage Repair & Maintenance	\$ 2,100	\$ -	\$ 7,150	\$ 20,000
6654 · Engineering Study	\$ -	\$ -	\$ -	\$ -
Total 63031 · Repair & Maintenance-Other	\$ 2,345	\$ 1,000	\$ 18,938	\$ 29,000
6330 · Vehicle Repair & Maintenance	\$ 167	\$ 575	\$ 8,832	\$ 5,275
6335 · Machinery Repair & Maintenance	\$ 642	\$ 1,250	\$ 8,620	\$ 11,250
6340 · Vehicle & Machinery Fuel				
6341 · Vehicle Fuel	\$ 905	\$ 1,166	\$ 6,145	\$ 10,502
6342 · Machinery Fuel	\$ 13	\$ 500	\$ 1,215	\$ 5,000
Total 6340 · Vehicle & Machinery Fuel	\$ 918	\$ 1,666	\$ 7,360	\$ 15,502
6345 · Equipment Lease/Rental	\$ -	\$ -		\$ -
6350 · Miscellaneous Operational Exp.	\$ 1,833	\$ 500	\$ 2,486	\$ 2,500
6365 · Small Tools	\$ 187	\$ 250	\$ 2,308	\$ 2,750
6550 · Assets Purchased	\$ 3,650	\$ -	\$ 12,970	\$ 20,000
Total 6303 · Other Operational Expenses	\$ 9,742	\$ 5,241	\$ 61,514	\$ 86,277
Total 6300 · Operating Expenses	\$ 18,625	\$ 21,901	\$ 220,424	\$ 246,332

City of Meadowlakes-Utility Fund

Profit & Loss Budget vs. Actual

June 2016

	June 16	Budget Jun 16	Year to Date	Budget Year to Date
6500 · Solid Waste Collection Expenses				
6510 · Garbage Service Expense	\$ 15,028	\$ 14,917	\$ 135,823	\$ 134,249
Total 6500 · Solid Waste Collection' Expenses	\$ 15,028	\$ 14,917	\$ 135,823	\$ 134,249
8200 · Transfer to Other Funds				
8220 · Transfer to Debt Service Fund	\$ 8,083	\$ 8,083	\$ 72,750	\$ 72,751
8240 · Transfer to RCC Fund	\$ 7,083	\$ 7,083	\$ 63,750	\$ 63,751
Total 8200 · Transfer to Other Funds	\$ 15,166	\$ 15,166	\$ 136,500	\$ 136,502
Total Expense	\$ 81,507	\$ 89,446	\$ 872,892	\$ 916,638
Net Ordinary Income	\$ 20,136	\$ 9,154	\$ 33,312	\$ (46,504)
Other Expense				
9140 · 2013 I&S Expenses				
9141 · 2013 I&S Principal	\$ -	\$ -	\$ 47,272	\$ 22,270
9142 · 2013 I&S Interest	\$ -	\$ -	\$ 1,219	\$ 1,219
Total 9140 · 2013 I&S Expenses	\$ -	\$ -	\$ 48,491	\$ 23,489
Total Expenses	\$ 81,507	\$ 89,446	\$ 921,384	\$ 940,127
Net Fund Gain/(Loss)	\$ 20,136	\$ 9,154	\$ (15,179)	\$ (69,993)

City of Meadowlakes-Utility Fund
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Ck.	EFT	06/10/2016	State Comptroller	1015 · Ck.ing-1st State Bk.		-1,043.51
				3020 · Sales Tax Payable	-1,043.51	1,043.51
TOTAL					-1,043.51	1,043.51
Bill Pmt -Ck.	15506	06/03/2016	Card Service Center	1015 · Ck.ing-1st State Bk.		-4,755.81
Bill	May 2016 (1138-I	05/29/2016		1515 · General Fund Rec'd	-118.38	118.38
				6255 · Postage Exp.	-47.00	47.00
				1583 · RCC Receivable	-186.00	186.00
				6282 · Administrative-Misc.	-26.82	26.82
				6250 · Office Supplies	-64.95	64.95
Bill	May 2016 (1195-~	05/29/2016		6330 · Vehicle Repair & Maint.	-58.98	58.98
				1515 · General Fund Rec'd	-4,216.26	4,216.26
				1583 · RCC Receivable	-11.95	11.95
				6335 · Machinery Repair & Maint.	-25.47	25.47
TOTAL					-4,755.81	4,755.81
Bill Pmt -Ck.	15507	06/03/2016	David or Kelly Martin	1015 · Ck.ing-1st State Bk.		-7.24
Bill	refund	06/01/2016		3010 · Service Deposits Payable	-7.24	7.24
TOTAL					-7.24	7.24
Bill Pmt -Ck.	15508	06/03/2016	Debbie Holley	1015 · Ck.ing-1st State Bk.		-27.92
Bill	May 20, 2016	05/20/2016		6180 · Empl Training & Travel Exp	-27.92	27.92
TOTAL					-27.92	27.92
Bill Pmt -Ck.	15509	06/03/2016	Ford & Crew Hwd	1015 · Ck.ing-1st State Bk.		-950.88
Bill	5/25/16 statement	05/20/2016		6329 · R&M-Building/Misc.	-207.20	207.20
				6327 · WWTP Repair & Maint.	-113.53	113.53
				6365 · Small Tools	-17.99	17.99
				6328 · Distribution Repair & Maint.	-213.78	213.78
				1583 · RCC Receivable	-201.51	201.51
				6335 · Machinery Repair & Maint.	-73.26	73.26
				6329 · R&M-Building/Misc.	-79.63	79.63
				1584 · POA Rec'd	-43.98	43.98
TOTAL					-950.88	950.88
Bill Pmt -Ck.	15510	06/03/2016	Grainger	1015 · Ck.ing-1st State Bk.		-333.63
Bill	9120496550	05/24/2016		6314 · R&M-Plant & Pump Station	-333.63	333.63
TOTAL					-333.63	333.63
Bill Pmt -Ck.	15511	06/03/2016	Home Depot Credit	1015 · Ck.ing-1st State Bk.		-498.27
Bill	5/20/16 Statemen	05/20/2016		6329 · R&M-Building/Misc.	-398.00	398.00
				6365 · Small Tools	-9.48	9.48
				6329 · R&M-Building/Misc.	-90.79	90.79
TOTAL					-498.27	498.27

City of Meadowlakes-Utility Fund
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15512	06/03/2016	HydroPro Solutions, LLC	1015 · Ck.ing-1st State Bk.		-8,640.00
Bill	0008096-IN	05/25/2016		6355 · Meter Purchased	-8,640.00	8,640.00
TOTAL					-8,640.00	8,640.00
Bill Pmt -Ck.	15513	06/03/2016	Lee Maldonado	1015 · Ck.ing-1st State Bk.		-6.15
Bill	refund	06/01/2016		3010 · Service Deposits Payable	-6.15	6.15
TOTAL					-6.15	6.15
Bill Pmt -Ck.	15514	06/03/2016	PEC	1015 · Ck.ing-1st State Bk.		-3,950.53
Bill	May 2016	05/25/2016		6305 · Water Treatment Electrical	-1,854.22	1,854.22
				6304 · Wastewater Electrical	-2,096.31	2,096.31
TOTAL					-3,950.53	3,950.53
Bill Pmt -Ck.	15515	06/03/2016	RG3 Company, LP	1015 · Ck.ing-1st State Bk.		-760.54
Bill	13908	05/26/2016		6328 · Distribution Repair & Maint.	-760.54	760.54
TOTAL					-760.54	760.54
Bill Pmt -Ck.	15516	06/03/2016	Sprint	1015 · Ck.ing-1st State Bk.		-35.21
Bill	5/25/16 statement	05/25/2016		6260 · Telephone Exp.	-17.61	17.61
				1515 · General Fund Rec'd	-17.60	17.60
TOTAL					-35.21	35.21
Bill Pmt -Ck.	15517	06/03/2016	Sue James	1015 · Ck.ing-1st State Bk.		-7.24
Bill	refund	06/01/2016		3010 · Service Deposits Payable	-7.24	7.24
TOTAL					-7.24	7.24
Bill Pmt -Ck.	15518	06/03/2016	Underground, Inc	1015 · Ck.ing-1st State Bk.		-155.59
Bill	0092101-IN	05/26/2016		6335 · Machinery Repair & Maint.	-155.59	155.59
TOTAL					-155.59	155.59
Bill Pmt -Ck.	15519	06/03/2016	UniFirst Holdings, Inc.	1015 · Ck.ing-1st State Bk.		-268.10
Bill	8221845826	05/16/2016		6170 · Empty Uniform Exp.	-83.70	83.70
Bill	8221847954	05/23/2016		6170 · Empty Uniform Exp.	-101.70	101.70
Bill	8221850097	05/30/2016		6170 · Empty Uniform Exp.	-82.70	82.70
TOTAL					-268.10	268.10
Bill Pmt -Ck.	15520	06/03/2016	US Postmaster	1015 · Ck.ing-1st State Bk.		-700.00
Bill	postage permit	05/31/2016		6255 · Postage Exp.	-700.00	700.00
TOTAL					-700.00	700.00

City of Meadowlakes-Utility Fund
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15521	06/03/2016	Visa	1015 · Ck.ing-1st State Bk.		-1,668.55
Bill	May 2016 (4241-5	05/24/2016		6180 · Empl Training & Travel Exp	-296.20	296.20
				6335 · Machinery Repair & Maint.	-70.83	70.83
				63291 · Drainage Repair & Maint.	-52.45	52.45
				1583 · RCC Receivable	-1,177.69	1,177.69
				6328 · Distribution Repair & Maint.	-71.38	71.38
TOTAL					-1,668.55	1,668.55
Bill Pmt -Ck.	15522	06/08/2016	AT&T Mobility	1015 · Ck.ing-1st State Bk.		-198.51
Bill	5/27/16 statement	05/27/2016		6260 · Telephone Exp.	-198.51	198.51
TOTAL					-198.51	198.51
Bill Pmt -Ck.	15523	06/08/2016	DPC Industries, Inc	1015 · Ck.ing-1st State Bk.		-510.21
Bill	767002491-16	05/25/2016		6317 · WWTP Chemicals	-204.08	204.08
Bill	767002490-16	05/25/2016		6316 · WTP Chemical Exp.	-306.13	306.13
TOTAL					-510.21	510.21
Bill Pmt -Ck.	15524	06/08/2016	Fastenal	1015 · Ck.ing-1st State Bk.		-40.08
Bill	TX00190087	05/24/2016		6329 · R&M-Building/Misc.	-40.08	40.08
TOTAL					-40.08	40.08
Bill Pmt -Ck.	15525	06/08/2016	HACH	1015 · Ck.ing-1st State Bk.		-525.42
Bill	9953500	06/01/2016		6316 · WTP Chemical Exp.	-525.42	525.42
TOTAL					-525.42	525.42
Bill Pmt -Ck.	15526	06/08/2016	Magna-Flow Enviro.	1015 · Ck.ing-1st State Bk.		-761.88
Bill	42568	05/18/2016		6327 · WWTP Repair & Maint.	-761.88	761.88
TOTAL					-761.88	761.88
Bill Pmt -Ck.	15527	06/08/2016	NAPA-Third Coast Distri	1015 · Ck.ing-1st State Bk.		-296.10
Bill	5/31/16 Statemen	05/31/2016		6330 · Vehicle Repair & Maint.	-13.66	13.66
				6335 · Machinery Repair & Maint.	-282.44	282.44
TOTAL					-296.10	296.10
Bill Pmt -Ck.	15528	06/08/2016	Premium Landscape Sup	1015 · Ck.ing-1st State Bk.		-73.50
Bill	11962	05/26/2016		6321 · Collection System R&M	-73.50	73.50
TOTAL					-73.50	73.50
Bill Pmt -Ck.	15529	06/08/2016	Techline Pipe L.P.	1015 · Ck.ing-1st State Bk.		-1,035.66
Bill	5/31/16 Statemen	05/31/2016		6360 · Tap Materials-Water	-1,035.66	1,035.66
TOTAL					-1,035.66	1,035.66

City of Meadowlakes-Utility Fund
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15530	06/08/2016	Tractor Supply	1015 · Ck.ing-1st State Bk.		-54.95
Bill	5/30/16 Statemen	05/30/2016		6329 · R&M-Building/Misc.	-54.95	54.95
TOTAL					-54.95	54.95
Bill Pmt -Ck.	15531	06/08/2016	USA Bluebook	1015 · Ck.ing-1st State Bk.		-289.42
Bill	961644	05/24/2016		1583 · RCC Receivable	-88.95	88.95
				6329 · R&M-Building/Misc.	-200.47	200.47
TOTAL					-289.42	289.42
Bill Pmt -Ck.	15532	06/16/2016	Card Service Center	1015 · Ck.ing-1st State Bk.		-1,989.65
Bill	5/29/16 Statemen	06/01/2016		6350 · Misc. Operational Exp.	-296.51	296.51
				6250 · Office Supplies	-503.95	503.95
				6235 · Computer/Office Equip R&M	-229.99	229.99
				1583 · RCC Receivable	-959.20	959.20
TOTAL					-1,989.65	1,989.65
Bill Pmt -Ck.	15533	06/16/2016	Carl Christensen	1015 · Ck.ing-1st State Bk.		-9.04
Bill	deposit refund	06/15/2016		3010 · Service Deposits Payable	-9.04	9.04
TOTAL					-9.04	9.04
Bill Pmt -Ck.	15534	06/16/2016	Debbie Holley	1015 · Ck.ing-1st State Bk.		-26.78
Bill	June 10, 2016	06/10/2016		6180 · Empl Training & Travel Exp	-26.78	26.78
TOTAL					-26.78	26.78
Bill Pmt -Ck.	15535	06/16/2016	DPC Industries, Inc	1015 · Ck.ing-1st State Bk.		-150.00
Bill	DE76000761-16	05/31/2016		6316 · WTP Chemical Exp.	-90.00	90.00
				6317 · WWTP Chemicals	-60.00	60.00
TOTAL					-150.00	150.00
Bill Pmt -Ck.	15536	06/16/2016	DSHS Central Lab	1015 · Ck.ing-1st State Bk.		-279.35
Bill	6/2/16 Statement	06/02/2016		6320 · Water Outside Testing Exp.	-279.35	279.35
TOTAL					-279.35	279.35
Bill Pmt -Ck.	15537	06/16/2016	Fastenal	1015 · Ck.ing-1st State Bk.		-42.80
Bill	TX00190278	06/02/2016		6327 · WWTP Repair & Maint.	-42.80	42.80
TOTAL					-42.80	42.80
Bill Pmt -Ck.	15538	06/16/2016	Frontier Communications	1015 · Ck.ing-1st State Bk.		-271.05
Bill	6/4/16 Statement	06/04/2016		6260 · Telephone Exp.	-203.28	203.28
				1515 · General Fund Rec'd	-67.77	67.77
TOTAL					-271.05	271.05

City of Meadowlakes-Utility Fund
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15539	06/16/2016	King Hulse	1015 · Ck.ing-1st State Bk.		-5.44
Bill	deposit refund	06/15/2016		3010 · Service Deposits Payable	-5.44	5.44
TOTAL					-5.44	5.44
Bill Pmt -Ck.	15540	06/16/2016	Lowe's	1015 · Ck.ing-1st State Bk.		-508.89
Bill	6/2/16 invoice	06/09/2016		1583 · RCC Receivable	-47.11	47.11
				6314 · R&M-Plant & Pump Station	-63.38	63.38
				1584 · POA Rec'd	-398.40	398.40
TOTAL					-508.89	508.89
Bill Pmt -Ck.	15541	06/16/2016	MSB	1015 · Ck.ing-1st State Bk.		-6.32
Bill	JLF 612	06/05/2016		6350 · Misc. Operational Exp.	-6.32	6.32
TOTAL					-6.32	6.32
Bill Pmt -Ck.	15542	06/16/2016	PEC	1015 · Ck.ing-1st State Bk.		-799.20
Bill	2016-May	06/09/2016		6324 · Irrigation Electric Subsidy	-799.20	799.20
TOTAL					-799.20	799.20
Bill Pmt -Ck.	15543	06/16/2016	Republic Services #843	1015 · Ck.ing-1st State Bk.		-14,994.29
Bill	May 2016	05/30/2016		6510 · Garbage Service Exp.	-53.93	53.93
				6510 · Garbage Service Exp.	-14,940.36	14,940.36
TOTAL					-14,994.29	14,994.29
Bill Pmt -Ck.	15544	06/16/2016	USA Bluebook	1015 · Ck.ing-1st State Bk.		-1,487.13
Bill	967383	06/01/2016		6316 · WTP Chemical Exp.	-202.00	202.00
				1583 · RCC Receivable	-437.00	437.00
				6314 · R&M-Plant & Pump Station	-534.95	534.95
				6316 · WTP Chemical Exp.	-257.23	257.23
Bill	967815	06/01/2016		6317 · WWTP Chemicals	-55.95	55.95
TOTAL					-1,487.13	1,487.13
Bill Pmt -Ck.	15545	06/23/2016	Aqua-Tech Lab	1015 · Ck.ing-1st State Bk.		-234.00
Bill	15454	06/15/2016		6320 · Water Outside Testing Exp.	-122.00	122.00
				6318 · Outside Testing Wastewater	-112.00	112.00
TOTAL					-234.00	234.00
Bill Pmt -Ck.	15546	06/23/2016	Ferguson Enterprises	1015 · Ck.ing-1st State Bk.		-27.12
Bill	3624944	06/15/2016		6365 · Small Tools	-27.12	27.12
TOTAL					-27.12	27.12
Bill Pmt -Ck.	15547	06/23/2016	Genworth Life	1015 · Ck.ing-1st State Bk.		-170.17
Bill	5846166	06/20/2016		6150 · Empl Insurance Exp	-170.17	170.17

City of Meadowlakes-Utility Fund
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-170.17	170.17
Bill Pmt -Ck.	15548	06/23/2016	Grainger	1015 · Ck.ing-1st State Bk.		-303.59
Bill	9140784498	06/15/2016		1583 · RCC Receivable	-122.11	122.11
Bill	9142054643	06/15/2016		6327 · WWTP Repair & Maint.	-181.48	181.48
TOTAL					-303.59	303.59
Bill Pmt -Ck.	15549	06/23/2016	Halliday Products, Inc	1015 · Ck.ing-1st State Bk.		-499.00
Bill	42160	06/17/2016		6327 · WWTP Repair & Maint.	-499.00	499.00
TOTAL					-499.00	499.00
Bill Pmt -Ck.	15550	06/23/2016	Precision Calibrate Meter	1015 · Ck.ing-1st State Bk.		-950.00
Bill	325	06/20/2016		6314 · R&M-Plant & Pump Station	-380.00	380.00
				6327 · WWTP Repair & Maint.	-570.00	570.00
TOTAL					-950.00	950.00
Bill Pmt -Ck.	15551	06/23/2016	Quill	1015 · Ck.ing-1st State Bk.		-161.94
Bill	6560785	06/10/2016		6250 · Office Supplies	-59.98	59.98
				6282 · Administrative-Misc.	-101.96	101.96
TOTAL					-161.94	161.94
Bill Pmt -Ck.	15552	06/23/2016	Wex Bk.	1015 · Ck.ing-1st State Bk.		-905.18
Bill	45797300	06/06/2016		6341 · Vehicle Fuel	-905.18	905.18
TOTAL					-905.18	905.18
Bill Pmt -Ck.	15553	06/30/2016	A. Soto's Construction	1015 · Ck.ing-1st State Bk.		-2,100.00
Bill	238282	06/30/2016		63291 · Drainage Repair & Maint.	-2,100.00	2,100.00
TOTAL					-2,100.00	2,100.00
Bill Pmt -Ck.	15554	06/30/2016	America's Best Pest	1015 · Ck.ing-1st State Bk.		-235.00
Bill	01-0207395	06/29/2016		6350 · Misc. Operational Exp.	-235.00	235.00
TOTAL					-235.00	235.00
Bill Pmt -Ck.	15555	06/30/2016	Debbie Holley	1015 · Ck.ing-1st State Bk.		-18.04
Bill	June 24, 2016	06/24/2016		6180 · Empl Training & Travel Exp	-18.04	18.04
TOTAL					-18.04	18.04
Bill Pmt -Ck.	15556	06/30/2016	Elliott Electric Supply	1015 · Ck.ing-1st State Bk.		-257.37
Bill	1309967-1	06/29/2016		1515 · General Fund Rec'd	-222.18	222.18
				1583 · RCC Receivable	-35.19	35.19
TOTAL					-257.37	257.37

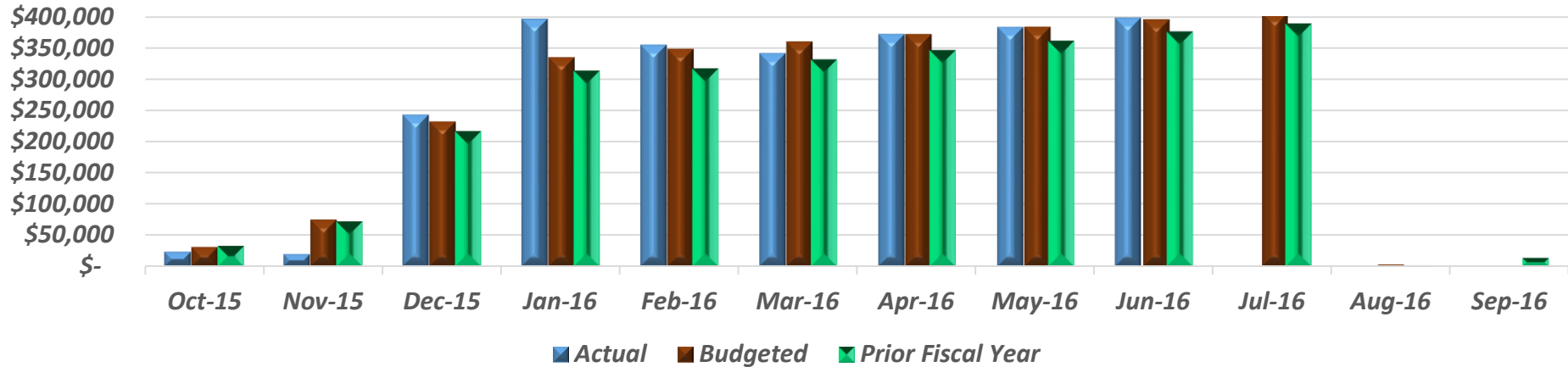
City of Meadowlakes-Utility Fund
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	15557	06/30/2016	Fisher's Iron & Metal Ind.	1015 · Ck.ing-1st State Bk.		-158.53
Bill		06/29/2016		6350 · Misc. Operational Exp.	-158.53	158.53
TOTAL					-158.53	158.53
Bill Pmt -Ck.	15558	06/30/2016	Ford & Crew Hwd	1015 · Ck.ing-1st State Bk.		-611.49
Bill	3420-June 2016	06/29/2016		6350 · Misc. Operational Exp.	-210.09	210.09
				6327 · WWTP Repair & Maint.	-3.87	3.87
				1583 · RCC Receivable	-209.41	209.41
				6365 · Small Tools	-9.99	9.99
				6342 · Machinery Fuel	-12.99	12.99
				6328 · Distribution Repair & Maint.	-106.71	106.71
				1515 · General Fund Rec'd	-45.95	45.95
				6335 · Machinery Repair & Maint.	-12.48	12.48
TOTAL					-611.49	611.49
Bill Pmt -Ck.	15559	06/30/2016	Hagerty Construction, Inc	1015 · Ck.ing-1st State Bk.		-100.00
Bill	Refund	06/30/2016		3010 · Service Deposits Payable	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Ck.	15560	06/30/2016	Home Depot Credit	1015 · Ck.ing-1st State Bk.		-187.71
Bill	June 16 Statemer	06/29/2016		6327 · WWTP Repair & Maint.	-129.83	129.83
				1583 · RCC Receivable	-57.88	57.88
TOTAL					-187.71	187.71
Bill Pmt -Ck.	15561	06/30/2016	On-Site Computer	1015 · Ck.ing-1st State Bk.		-237.50
Bill	32552	06/30/2016		6235 · Computer/Office Equip R&M	-237.50	237.50
TOTAL					-237.50	237.50
Bill Pmt -Ck.	15562	06/30/2016	Tom Stueckroth	1015 · Ck.ing-1st State Bk.		-150.00
Bill	Reimb	06/28/2016		6365 · Small Tools	-150.00	150.00
TOTAL					-150.00	150.00
Bill Pmt -Ck.	15563	06/30/2016	UniFirst Holdings, Inc.	1015 · Ck.ing-1st State Bk.		-368.65
Bill	822 1852033	06/06/2016		6170 · Empty Uniform Exp.	-37.85	37.85
Bill	822 1852231	06/06/2016		6170 · Empty Uniform Exp.	-82.70	82.70
Bill	822 1854362	06/13/2016		6170 · Empty Uniform Exp.	-82.70	82.70
Bill	822 1856497	06/20/2016		6170 · Empty Uniform Exp.	-82.70	82.70
Bill	8221858679	06/29/2016		6170 · Empty Uniform Exp.	-82.70	82.70
TOTAL					-368.65	368.65

Total Utility Fund Disbursements June 2016

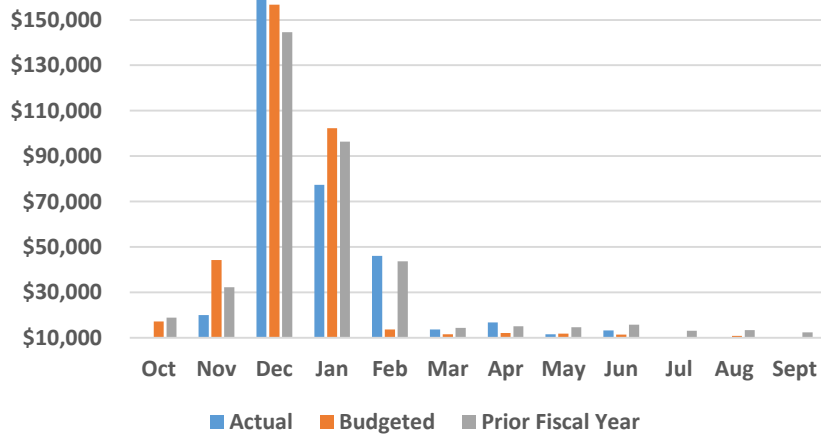
55,840.13

Debt Service Fund Cash Flow

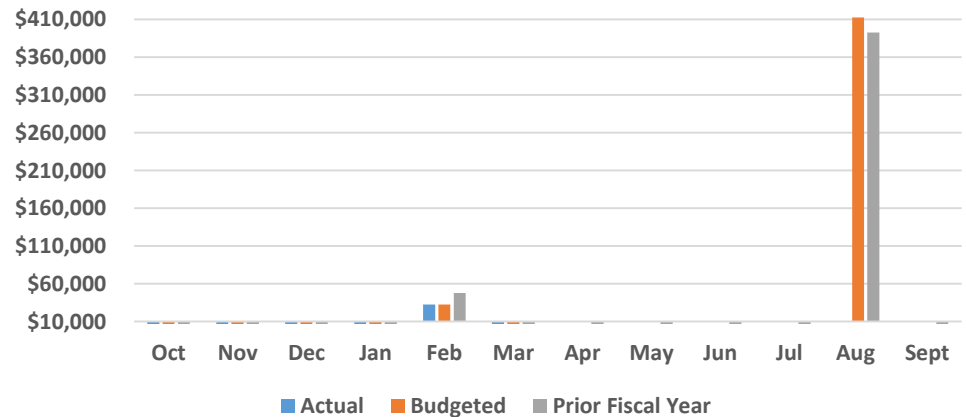


	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16
Beginning Cash	\$ 13,756	\$23,967	\$43,916	\$243,872	\$328,298	\$341,928	\$355,593	\$372,299	\$383,814			
Cash Inflow	\$ 10,211	\$ 19,949	\$ 199,956	\$ 84,426	\$46,174	\$13,665	\$16,706	\$11,515	\$14,962			
Cash Outflow	\$0	\$0	\$ -	\$ -	\$32,544	\$0	\$0	\$0	\$0			
Ending Cash	\$23,967	\$43,916	\$243,872	\$328,298	\$341,928	\$355,593	\$372,299	\$383,814	\$398,776			
Increase/(Decrease) in Cash Since First of FY	\$ 10,211	\$ 30,160	\$ 230,116	\$ 314,542	\$ 328,172	\$ 341,837	\$ 358,543	\$ 370,058	\$ 385,020	\$ -	\$ -	\$ -

Debt Service Fund Income



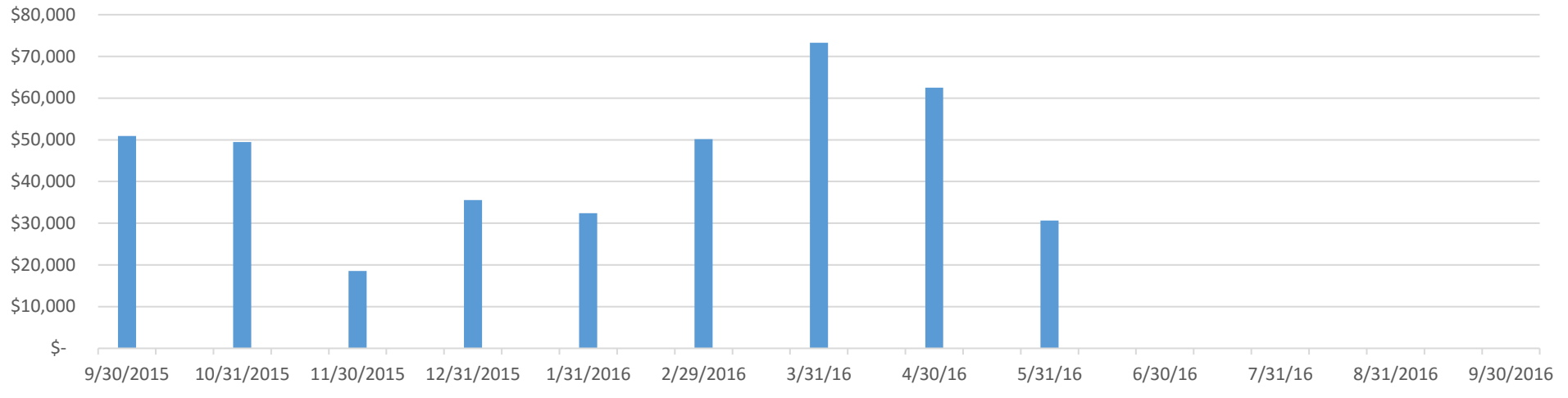
Debt Service Fund Expenses



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

June 2016	June 16	Budget Jun 16	Year to Date	Budget Year to Date
Ordinary Income/Expense				
Income				
06-4120 · Ad Valorem Tax	\$ 5,078	\$ 3,200	\$ 342,860	\$ 339,300
06-5440 · Interest Earned on Investments	\$ 32	\$ 30	\$ 186	\$ 210
Total Income	\$ 5,111	\$ 3,230	\$ 343,046	\$ 339,510
Expense				
06-9100 · 2013 Bond Expense				
06-9150 · 2013 Bond Principal	\$ -	\$ -	\$ -	\$ -
06-9170 · 2013 Bond Interest Expense	\$ -	\$ -	\$ 32,544	\$ 32,544
Total 06-9100 · 2013 Bond Expense	\$ -	\$ -	\$ 32,544	\$ 32,544
Total Expense	\$ -	\$ -	\$ 32,544	\$ 32,544
Net Ordinary Income	\$ 5,111	\$ 3,230	\$ 310,502	\$ 306,966
Other Income/Expense				
Other Income				
06-8200 · Transfer In from Other Funds	\$ 8,083	\$ 8,250	\$ 72,750	\$ 74,250
Total Other Income	\$ 8,083	\$ 8,250	\$ 72,750	\$ 74,250
Net Other Income	\$ 8,083	\$ 8,250	\$ 72,750	\$ 74,250
Net Income	\$ 13,194	\$ 11,480	\$ 383,252	\$ 381,216

Recreation Fund Uncommitted Cash



	9/30/2015	10/31/2015	11/30/2015	12/31/2015	1/31/2016	2/29/2016	3/31/16	4/30/16	5/31/16	6/30/16	7/31/16	8/31/2016	9/30/2016
Uncommitted Cash	\$ 50,930	\$ 49,480	\$ 18,565	\$ 35,541	\$ 32,375	\$ 50,133	\$ 73,294	\$ 62,476	\$ 30,645	\$ -	\$ -	\$ -	\$ -

**Recreation & Country Club Division
Profit & Loss**

June 2016

INCOME

	<u>Jun-16</u>	<u>Y-T-D</u>
Prepays	\$ 18,415	\$ 174,428
Pro Shop Income	\$ 28,855	\$ 243,672
Tennis/Swim	\$ 3,997	\$ 4,272
Food and Beverage	\$ 30,650	\$ 229,653
Miscellaneous Income	\$ 1,388	\$ 1,509
Transfers in from Other Funds	\$ 7,083	\$ 64,250
	<hr/>	<hr/>
TOTAL INCOME	\$ 90,388	\$ 717,784

EXPENSES

Administrative Expenses	\$ 6,458	\$ 73,712
Pro-Shop Expenses	\$ 17,104	\$ 142,754
Grounds Maintenance Expense	\$ 36,475	\$ 260,207
Food and Beverage Expense	\$ 25,289	\$ 234,066
Tennis/Swim Expense	\$ 5,918	\$ 6,913
	<hr/>	<hr/>
TOTAL EXPENSES	\$ 91,244	\$ 717,652
 NET GAIN/(LOSS)	 \$ (856)	 \$ 132

Recreation & Country Club Division

Profit & Loss

June 2016

	<u>Jun-16</u>	<u>Y-T-D</u>
<u>INCOME</u>		
Pre Paid		
Family	\$ 890	\$ 8,499
Couple	\$ 3,154	\$ 25,564
Single	\$ 5,367	\$ 53,858
Social	\$ 440	\$ 3,920
Maintenance/Medical	\$ 320	\$ 3,136
Non-Resident	\$ 787	\$ 9,070
Gold/Silver Key	\$ 1,104	\$ 11,368
Trail Fees	\$ 4,736	\$ 43,324
Miscellaneous	\$ 174	\$ 2,521
Tennis/Swim	\$ 93	\$ 568
Lifetime	\$ 1,350	\$ 12,600
Total Pre-Paid	\$ 18,415	\$ 174,428
Pro Shop Revenues		
Cart Rentals	\$ 4,269	\$ 37,655
Green Fees	\$ 17,317	\$ 130,089
Merchandise	\$ 4,678	\$ 36,071
Range	\$ 2,591	\$ 33,686
Handicap Service	\$ -	\$ 6,213
Tournaments	\$ -	\$ (42)
Total Golf Shop Revenues	\$ 28,855	\$ 243,672
Tennis/Swimming Revenue	\$ 3,997	\$ 4,272
Food and Beverage Revenue		
Food Sales	\$ 20,282	\$ 161,076
Beverage Sales	\$ 1,694	\$ 10,654
Beer Sales	\$ 5,172	\$ 32,520
Liquor Sales	\$ 2,276	\$ 16,190
Wine Sales	\$ 1,226	\$ 9,213
Total Food and Beverage Revenue	\$ 30,650	\$ 229,653
Interest/Miscellaneous Earned	\$ 1,388	\$ 1,509
Transfers In From Other Funds		
General Fund	\$ -	\$ -
Utility Fund	\$ -	\$ -
Total Transfers In From Other Funds	\$ -	\$ -
Total Income	\$ 83,305	\$ 653,534

Recreation & Country Club Division Profit & Loss

June 2016

Administrative Expenses

Administrative Payroll

	<u>Jun-16</u>	<u>Y-T-D</u>
Wages-Full Time	\$ 1,320	\$ 11,695
Payroll Taxes	\$ 101	\$ 903
Health Care	\$ 19	\$ 167
Retirement Expenses	\$ 259	\$ 2,132
Total Administrative Payroll Exp.	\$ 1,699	\$ 14,897

Other Administrative Expenses

Audit	\$ -	\$ 4,250
Bank/Credit Fees	\$ 140	\$ 10,398
Cash Over/Under	\$ (58)	\$ 698
Insurance Expense		
Prior Year Worker's Comp. Expense		
Office Supplies	\$ 273	\$ 1,166
Postage	\$ 98	\$ 622
Advertising	\$ 272	\$ 5,239
Miscellaneous Admin. Expense		\$ 1,885
Total Other Administrative Expense	\$ 724	\$ 24,258

House Operation and Maint.. Expense

Telephone	\$ 170	\$ 1,648
Electric	\$ 1,223	\$ 8,747
Utilities-Water, Sewer and Trash	\$ 740	\$ 3,964
Cleaning	\$ 1,055	\$ 5,924
Misc. House Expense	\$ 579	\$ 2,078
Building Repair & Maintenance	\$ 242	\$ 11,988
TV	\$ 26	\$ 208
Total House Operation & Maint.. Exp.	\$ 4,035	\$ 34,557

Total Administrative Expenses	\$ 6,458	\$ 73,712
--------------------------------------	-----------------	------------------

Pro Shop Expenditures

Payroll

Wages-Full Time	\$ 3,558	\$ 29,041
Wages-Part Time	\$ 6,069	\$ 43,641
Payroll Taxes	\$ 736	\$ 5,480
Health Care	\$ 548	\$ 4,619
Retirement Expenses	\$ 68	\$ 524
Worker's Compensation Expense Insurance	\$ -	\$ 2,605
Total Pro Shop Payroll Expense	\$ 10,979	\$ 85,910

Other Pro Shop Expenses

Cost of Goods Sold	\$ 2,360	\$ 17,699
Driving Range	\$ -	\$ 2,830

Recreation & Country Club Division

Profit & Loss

June 2016

	Jun-16	Y-T-D
Miscellaneous	\$ 147	\$ 2,835
Pro Shop Consumable Supplies	\$ 430	\$ 914
Handicapping Service	\$ -	\$ 2,880
Tournament Expense	\$ -	\$ 642
Dues and Fees	\$ 344	\$ 688
Cart Lease	\$ 2,717	\$ 26,931
Cart Maintenance	\$ -	\$ 144
Electric Cart/Tennis	\$ 127	\$ 1,281
Total Other Pro Shop Expenses	\$ 6,125	\$ 56,844

Total Pro Shop Expenditure	\$ 17,104	\$ 142,754
-----------------------------------	------------------	-------------------

Grounds Maintenance Expenditures

Payroll

Wages-Full Time	\$ 7,531	\$ 74,257
Wages-Part Time	\$ 6,241	\$ 39,586
Payroll Taxes	\$ 1,054	\$ 8,759
Health Care	\$ 1,556	\$ 15,270
Retirement Expenses	\$ 190	\$ 1,557
Worker's Compensation Expense Insurance	\$ -	\$ 4,501
Total Grounds Maint.. Pay Roll	\$ 16,572	\$ 143,930

Other Grounds Maintenance Expenses

Fuel	\$ 1,297	\$ 5,868
Fertilizer	\$ 471	\$ 6,661
Chemicals	\$ 577	\$ 14,044
Seed & Sod	\$ -	\$ 175
Equipment Repair & Maintenance	\$ 2,070	\$ 9,908
Irrigation Repair and Maintenance	\$ 1,042	\$ 11,043
Pond Maintenance	\$ -	\$ 3,135
<u>Utilities</u>		
Electric	\$ 258	\$ 1,543
Water, Sewer and Trash	\$ 429	\$ 3,064
Raw Water Purchase	\$ 453	\$ 7,315
Total Utilities	\$ 1,140	\$ 11,922
Employee Dues and Fees	\$ -	\$ 560
Miscellaneous Grounds Maint.. Exp.	\$ 598	\$ 8,495
Cart Path Repair and Maint..	\$ -	\$ 1,050
<u>Equipment Lease/Purchase</u>	\$ -	
Principal	\$ 11,512	\$ 39,229
Interest	\$ 1,196	\$ 4,187
Total Equipment Lease/Purchase	\$ 12,708	\$ 43,416

Total Other Grounds Maint.. Expenses	\$ 19,903	\$ 116,277
---	------------------	-------------------

**Recreation & Country Club Division
Profit & Loss**

June 2016	Jun-16	Y-T-D
Total Grounds Maintenance Expenses	\$ 36,475	\$ 260,207
Food and Beverage Expenditures		
Payroll		
Wages-Full Time	\$ 7,669	\$ 64,168
Wages-Part Time	\$ 4,716	\$ 55,292
Payroll Taxes	\$ 853	\$ 8,756
Health Care	\$ 1,092	\$ 6,976
Retirement Expenses	\$ 94	\$ 921
Worker's Compensation Expense Insurance	\$ -	\$ 2,959
Total Food and Beverage Exp.	\$ 14,424	\$ 139,072
Other Food and Beverage Expenses		
Propane	\$ 465	\$ 4,813
Supplies		
Consumable Supplies	\$ 479	\$ 4,912
Beer/Wine	\$ 1,997	\$ 14,639
Liquor	\$ 404	\$ 2,505
Food Expense	\$ 5,349	\$ 52,405
Beverage Expense	\$ 311	\$ 1,642
Other Food and Beverage Supplies	\$ 149	\$ 476
Misc. Restaurant Expenses	\$ -	\$ 1,307
Linen	\$ 33	\$ 2,541
	\$ 8,722	\$ 80,427
Liquor Tax	\$ 428	\$ 4,666
TABC License	\$ 750	\$ 2,852
Equipment Rental	\$ 70	\$ 630
Equipment Repair and Maintenance	\$ 430	\$ 1,606
Total Other Food and Beverage Exp.	\$ 10,865	\$ 94,994
Total Food and Beverage Exp.	\$ 25,289	\$ 234,066
Swimming and Tennis Expenses		
Tennis	\$ 5,855	\$ 6,673
Swimming Pool		
Maintenance and Repairs	\$ 63	\$ 240
Total Swimming Pool Expense	\$ 63	\$ 240
Total Swimming Pool and Tennis Exp.	\$ 5,918	\$ 6,913
Total Expenses	\$ 91,244	\$ 717,652

Recreation & Country Club Division Profit & Loss

June 2016

	<u>Jun-16</u>	<u>Y-T-D</u>
NET GAIN/(LOSS)	\$ (856)	\$ 132

Food and Beverage (less House Expenses)

Income	\$ 30,650	\$ 229,653
Expenses	<u>\$ 25,289</u>	<u>\$ 234,066</u>
F&B Net Gain/Loss	\$ 5,361	\$ (4,413)

Food and Beverage (with House Expenses)

Income	\$ 30,650	\$ 229,653
Expenses	<u>\$ 26,990</u>	<u>\$ 251,070</u>
F&B Net Gain/Loss	\$ 3,660	\$ (21,417)

**Note: We are still encountering some issues with the proper coding of some income items for the Fund. e. They should have minimal effect on overall income.*

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Debt			Total Debt Swipes for Month			2,284.73
Ck.	Bill Pay 9	06/03/2016	PNC Equipment Finance	03-1012 · FSB - Ck.ing Acct #1910		-2,717.00
				03-6210 · Cart Lease/Purchase	-2,717.00	2,717.00
TOTAL					-2,717.00	2,717.00
Ck.	Bill Pay 10	06/07/2016	State Comptroller	03-1012 · FSB - Ck.ing Acct #1910		-347.66
				03-2029 · Alcohol Tax Payable	-347.66	347.66
TOTAL					-347.66	347.66
Ck.	Bill Pay 11	06/07/2016	State Comptroller	03-1012 · FSB - Ck.ing Acct #1910		-1,999.70
				03-2026 · Sales Tax Payable	-1,999.70	1,999.70
TOTAL					-1,999.70	1,999.70
Ck.	Bill Pay 12	06/07/2016	State Comptroller	03-1012 · FSB - Ck.ing Acct #1910		-428.09
				03-6525 · Alcohol Tax	-428.09	428.09
TOTAL					-428.09	428.09
Ck.	1121	06/02/2016	Sam's Club	03-1010 · FSB - Petty Cash Ck.ing #3232		-175.01
				03-6545 · Restaurant-Consumable Supplies	-99.79	99.79
				03-6549 · Food Exp	-75.22	75.22
TOTAL					-175.01	175.01
Ck.	1122	06/03/2016	Keg 1	03-1010 · FSB - Petty Cash Ck.ing #3232		-318.50
				03-6547 · Beer/Wine	-318.50	318.50
TOTAL					-318.50	318.50
Ck.	1123	06/08/2016	Pepsi Beverages Company	03-1010 · FSB - Petty Cash Ck.ing #3232		-291.75
				03-6550 · Beverage Expense	-291.75	291.75
TOTAL					-291.75	291.75
Ck.	1125	06/25/2016	Twin Liquors	03-1010 · FSB - Petty Cash Ck.ing #3232		-299.33
				03-6548 · Liquor Expense	-148.67	148.67
				03-6547 · Beer/Wine	-137.66	137.66
				03-6545 · Restaurant-Consumable Supplies	-13.00	13.00
TOTAL					-299.33	299.33
Ck.	1126	06/10/2016	Ben E Keith	03-1010 · FSB - Petty Cash Ck.ing #3232		-177.60
				03-6547 · Beer/Wine	-177.60	177.60
TOTAL					-177.60	177.60

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Ck.	1127	06/10/2016	Ben E Keith	03-1010 · FSB - Petty Cash Ck.ing #3232		-105.75
				03-6547 · Beer/Wine	-105.75	105.75
TOTAL					-105.75	105.75
Ck.	1128	06/16/2016	Twin Liquors	03-1010 · FSB - Petty Cash Ck.ing #3232		-272.86
				03-6548 · Liquor Expense	-191.62	191.62
				03-6547 · Beer/Wine	-61.74	61.74
				03-6550 · Beverage Expense	-19.50	19.50
TOTAL					-272.86	272.86
Ck.	1129	06/17/2016	Ben E Keith	03-1010 · FSB - Petty Cash Ck.ing #3232		-174.80
				03-6547 · Beer/Wine	-174.80	174.80
TOTAL					-174.80	174.80
Ck.	1130	06/17/2016	Keg 1	03-1010 · FSB - Petty Cash Ck.ing #3232		-798.65
				03-6547 · Beer/Wine	-798.65	798.65
TOTAL					-798.65	798.65
Ck.	1131	06/22/2016	Cash	03-1010 · FSB - Petty Cash Ck.ing #3232		-37.50
				03-2026 · Sales Tax Payable	-37.50	37.50
TOTAL					-37.50	37.50
Ck.	1132	06/23/2016	Sam's Club	03-1010 · FSB - Petty Cash Ck.ing #3232		-178.45
				03-6101 · Misc. House Expense	-76.65	76.65
				03-6549 · Food Exp	-101.80	101.80
TOTAL					-178.45	178.45
Ck.	1224	06/08/2016	Susan Ranow	03-1010 · FSB - Petty Cash Ck.ing #3232		-68.30
				03-6163 · Inventory/Cash Shortages	-68.30	68.30
TOTAL					-68.30	68.30
Bill Pmt -Ck.	1363	06/03/2016	4-T Propane, LLC	03-1012 · FSB - Ck.ing Acct #1910		-262.50
Bill	11046	05/31/2016		03-6053 · Propane	-262.50	262.50
TOTAL					-262.50	262.50
Bill Pmt -Ck.	1364	06/03/2016	Acushnet Company	03-1012 · FSB - Ck.ing Acct #1910		-457.06
Bill	902628396	05/27/2016		03-6160 · Inventory Purchased	-457.06	457.06
TOTAL					-457.06	457.06
Bill Pmt -Ck.	1365	06/03/2016	Ben E. Keith	03-1012 · FSB - Ck.ing Acct #1910		-1,794.87

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	73972839	05/18/2016		03-6160 · Inventory Purchased	-61.32	61.32
Bill	73972840	05/18/2016		03-6549 · Food Exp	-538.23	538.23
				03-6545 · Restaurant-Consumable Supplies	-253.17	253.17
Bill	73979220	05/25/2016		03-6549 · Food Exp	-826.05	826.05
				03-6545 · Restaurant-Consumable Supplies	-95.75	95.75
Bill	73979219	05/25/2016		03-6123 · Pro-Shop Consumable Supplies	-20.35	20.35
TOTAL					-1,794.87	1,794.87
Bill Pmt -Ck.	1366	06/03/2016	Card Service Center	03-1012 · FSB - Ck.ing Acct #1910		-1,249.84
Bill	May 2016 (114)	05/29/2016		03-6040 · Office Supplies	-84.59	87.98
				03-6160 · Inventory Purchased	-537.41	558.89
				03-6122 · Miscellaneous and Supplies	-267.23	277.91
				03-6150 · Dues & Fees	-330.78	344.00
				03-6122 · Miscellaneous and Supplies	-29.83	31.02
TOTAL					-1,249.84	1,299.80
Bill Pmt -Ck.	1367	06/03/2016	City of Marble Falls	03-1012 · FSB - Ck.ing Acct #1910		-92.85
Bill	April to May 20	05/16/2016		03-6346 · Sewer & Water	-92.85	92.85
TOTAL					-92.85	92.85
Bill Pmt -Ck.	1368	06/03/2016	City of Meadowlakes_PWD	03-1012 · FSB - Ck.ing Acct #1910		-523.75
Bill	May 2016 #75	05/23/2016		03-6346 · Sewer & Water	-36.05	36.05
Bill	May 2016 # 47	05/23/2016		03-6346 · Sewer & Water	-68.65	68.65
Bill	May 2016 #488	05/23/2016		03-6055 · Utilities-Water & Sewer	-251.43	251.43
				03-6055 · Utilities-Water & Sewer	-167.62	167.62
TOTAL					-523.75	523.75
Bill Pmt -Ck.	1369	06/03/2016	Ford & Crew Hwd.	03-1012 · FSB - Ck.ing Acct #1910		-59.35
Bill	May 2016	05/25/2016		03-6380 · Other Grounds Maint Exp	-27.97	27.97
				03-6122 · Miscellaneous and Supplies	-5.97	5.97
				03-6101 · Misc. House Expense	-25.41	25.41
TOTAL					-59.35	59.35
Bill Pmt -Ck.	1370	06/03/2016	Gail's Flags, Inc.	03-1012 · FSB - Ck.ing Acct #1910		-1,097.37
Bill	131526	05/20/2016		03-6380 · Other Grounds Maint Exp	-1,097.37	1,097.37
TOTAL					-1,097.37	1,097.37
Bill Pmt -Ck.	1371	06/03/2016	James Raef / Services Inc.	03-1012 · FSB - Ck.ing Acct #1910		-81.43
Bill	526162	05/26/2016		03-6565 · Equipment Maint & Repair	-81.43	81.43
TOTAL					-81.43	81.43
Bill Pmt -Ck.	1372	06/03/2016	Summer Riley	03-1012 · FSB - Ck.ing Acct #1910		-143.44
Bill	5/18/16-5/27/16	05/27/2016		03-6512 · Wages - Part Time/Seasonal	-143.44	143.44
TOTAL					-143.44	143.44

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	1373	06/07/2016	All Corners Cleaning	03-1012 · FSB - Ck.ing Acct #1910		-585.00
Bill	6961	06/01/2016		03-6081 · Cleaning Service	-351.00	351.00
				03-6081 · Cleaning Service	-234.00	234.00
TOTAL					-585.00	585.00
Bill Pmt -Ck.	1374	06/07/2016	AlSCO, Inc.	03-1012 · FSB - Ck.ing Acct #1910		-203.30
Bill	May 2016 state	05/31/2016		03-6573 · Linen	-203.30	203.30
TOTAL					-203.30	203.30
Bill Pmt -Ck.	1375	06/07/2016	C & M Air Cooled	03-1012 · FSB - Ck.ing Acct #1910		-41.58
Bill	5/31/16 statem	05/31/2016		03-6329 · Equipment Maint & Repair	-41.58	41.58
TOTAL					-41.58	41.58
Bill Pmt -Ck.	1376	06/07/2016	Frontier Communications	03-1012 · FSB - Ck.ing Acct #1910		-170.29
Bill	5/28/16 statem	05/28/2016		03-6050 · Telephone	-56.77	56.77
				03-6050 · Telephone	-113.52	113.52
TOTAL					-170.29	170.29
Bill Pmt -Ck.	1377	06/07/2016	Gail's Flags, Inc.	03-1012 · FSB - Ck.ing Acct #1910		-235.38
Bill	131619	05/26/2016		03-6380 · Other Grounds Maint Exp	-235.38	235.38
TOTAL					-235.38	235.38
Bill Pmt -Ck.	1378	06/07/2016	LCRA	03-1012 · FSB - Ck.ing Acct #1910		-453.21
Bill	5/31/16 statem	05/31/2016		03-6370 · Raw Water Purchase	-453.21	453.21
TOTAL					-453.21	453.21
Bill Pmt -Ck.	1379	06/07/2016	Picayune Phone Book	03-1012 · FSB - Ck.ing Acct #1910		-76.67
Bill	6-1-16 stateme	06/01/2016		03-6045 · Advertising	-76.67	76.67
TOTAL					-76.67	76.67
Bill Pmt -Ck.	1380	06/07/2016	Professional Turf Prod	03-1012 · FSB - Ck.ing Acct #1910		-527.67
Bill	1337526-00	05/31/2016		03-6329 · Equipment Maint & Repair	-527.67	527.67
TOTAL					-527.67	527.67
Bill Pmt -Ck.	1381	06/07/2016	Schaeffer Mfg. Co.	03-1012 · FSB - Ck.ing Acct #1910		-165.65
Bill	RCX1079-INV1	05/26/2016		03-6320 · Fuel & Lubricants	-165.65	165.65
TOTAL					-165.65	165.65
Bill Pmt -Ck.	1382	06/07/2016	Wilson Sporting Goods	03-1012 · FSB - Ck.ing Acct #1910		-88.15
Bill	4520188667	05/25/2016		03-6160 · Inventory Purchased	-88.15	88.15

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-88.15	88.15
Bill Pmt -Ck.	1383	06/08/2016	Foxworth-Galbraith	03-1012 · FSB - Ck.ing Acct #1910		-1,099.14
Bill	5/31/16 statem	05/31/2016		03-6915 · Pro-Shop Bldg. R&M	-1,099.14	1,099.14
TOTAL					-1,099.14	1,099.14
Bill Pmt -Ck.	1384	06/16/2016	4-T Propane, LLC	03-1012 · FSB - Ck.ing Acct #1910		-465.00
Bill	13327	06/10/2016		03-6053 · Propane	-465.00	465.00
TOTAL					-465.00	465.00
Bill Pmt -Ck.	1385	06/16/2016	Alexandra Steward	03-1012 · FSB - Ck.ing Acct #1910		-72.00
Bill	6/1/16 to 6/11/1	06/09/2016		03-6512 · Wages - Part Time/Seasonal	-72.00	72.00
TOTAL					-72.00	72.00
Bill Pmt -Ck.	1386	06/16/2016	All Court Fabrics	03-1012 · FSB - Ck.ing Acct #1910		-5,073.84
Bill	5535	06/01/2016		03-6430 · Maint & Repair	-5,073.84	5,073.84
TOTAL					-5,073.84	5,073.84
Bill Pmt -Ck.	1387	06/16/2016	Ben E. Keith	03-1012 · FSB - Ck.ing Acct #1910		-2,111.06
Bill	73985596	06/01/2016		03-6549 · Food Exp	-868.25	868.25
Bill	73985595	06/01/2016		03-6101 · Misc. House Expense	-93.65	93.65
Bill	98714965	06/07/2016		03-6160 · Inventory Purchased	-122.64	122.64
Bill	73992584	06/08/2016		03-6122 · Miscellaneous and Supplies	-38.38	38.38
				03-6560 · Equipment Rental	-70.00	70.00
				03-6549 · Food Exp	-817.08	817.08
				03-6101 · Misc. House Expense	-101.06	101.06
TOTAL					-2,111.06	2,111.06
Bill Pmt -Ck.	1388	06/16/2016	Board Tronics	03-1012 · FSB - Ck.ing Acct #1910		-526.36
Bill	8936717	06/09/2016		03-6332 · Irrigation Repair & Maint.	-526.36	526.36
TOTAL					-526.36	526.36
Bill Pmt -Ck.	1389	06/16/2016	Cleveland Golf/SRIXON	03-1012 · FSB - Ck.ing Acct #1910		-518.50
Bill	4708324	06/09/2016		03-6160 · Inventory Purchased	-518.50	518.50
TOTAL					-518.50	518.50
Bill Pmt -Ck.	1390	06/16/2016	Ewing	03-1012 · FSB - Ck.ing Acct #1910		-376.68
Bill	5/31/16 statem	06/01/2016		03-6332 · Irrigation Repair & Maint.	-376.68	376.68
TOTAL					-376.68	376.68
Bill Pmt -Ck.	1391	06/16/2016	Kali Renea Thompson	03-1012 · FSB - Ck.ing Acct #1910		-87.00
Bill	6/5/16 to 6/12/1	06/14/2016		03-6512 · Wages - Part Time/Seasonal	-87.00	87.00

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-87.00	87.00
Bill Pmt -Ck.	1392	06/16/2016	Meadowlakes POA	03-1012 · FSB - Ck.ing Acct #1910		-12,708.03
Bill	Invoice #3	06/18/2016		03-6362 · Machinery Lease	-10,690.42	10,690.42
				03-6363 · Machinery Interest	-1,135.74	1,135.74
Bill	Invoice 123	06/20/2016		03-6362 · Machinery Lease	-821.28	821.28
				03-6363 · Machinery Interest	-60.59	60.59
TOTAL					-12,708.03	12,708.03
Bill Pmt -Ck.	1393	06/16/2016	Meadowlakes Utility Fund	03-1012 · FSB - Ck.ing Acct #1910		-1,275.69
Bill	May 16 Payabl	06/10/2016		03-6622 · Maint & Repair	-62.91	62.91
				03-6380 · Other Grounds Maint Exp	-333.04	333.04
				03-6102 · Building Repair & Maintenance	-168.30	168.30
				03-6102 · Building Repair & Maintenance	-73.66	73.66
				03-6572 · Other Misc. Restaurant Expenses	-68.00	68.00
				03-6040 · Office Supplies	-59.99	59.99
				03-6400 · Tennis Expenditures	-239.80	239.80
				03-6101 · Misc. House Expense	-32.99	32.99
				03-6332 · Irrigation Repair & Maint.	-139.00	139.00
				03-6042 · Postage	-98.00	98.00
TOTAL					-1,275.69	1,275.69
Bill Pmt -Ck.	1394	06/16/2016	PEC	03-1012 · FSB - Ck.ing Acct #1910		-1,607.34
Bill	May 2016	06/09/2016		03-6052 · Electric	-855.88	855.88
				03-6052 · Electric	-366.80	366.80
				03-6225 · Electric	-126.76	126.76
				03-6342 · Electric - Maint. Building	-257.90	257.90
TOTAL					-1,607.34	1,607.34
Bill Pmt -Ck.	1395	06/16/2016	Pinnacle Propane	03-1012 · FSB - Ck.ing Acct #1910		-833.20
Bill	05881	06/01/2016		03-6320 · Fuel & Lubricants	-833.20	833.20
TOTAL					-833.20	833.20
Bill Pmt -Ck.	1396	06/16/2016	Republic Services #843	03-1012 · FSB - Ck.ing Acct #1910		-144.32
Bill	1207303	06/10/2016		03-6346 · Sewer & Water	-144.32	144.32
TOTAL					-144.32	144.32
Bill Pmt -Ck.	1397	06/16/2016	Reynesther Cain	03-1012 · FSB - Ck.ing Acct #1910		-333.50
Bill	6/1/16 to 6/10/1	06/14/2016		03-6512 · Wages - Part Time/Seasonal	-333.50	333.50
TOTAL					-333.50	333.50
Bill Pmt -Ck.	1398	06/16/2016	Summer Riley	03-1012 · FSB - Ck.ing Acct #1910		-122.48
Bill	5/29/16 to 6/12	06/14/2016		03-6512 · Wages - Part Time/Seasonal	-122.48	122.48
TOTAL					-122.48	122.48

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	1399	06/16/2016	Texas Earth, Inc.	03-1012 · FSB - Ck.ing Acct #1910		-470.57
Bill	3924	06/07/2016		03-6322 · Fertilizer	-470.57	470.57
TOTAL					-470.57	470.57
Bill Pmt -Ck.	1400	06/23/2016	Trimax Mowing Sys	03-1012 · FSB - Ck.ing Acct #1910		-625.86
Bill	SI-00002256	06/17/2016		03-6329 · Equipment Maint & Repair	-625.86	625.86
TOTAL					-625.86	625.86
Bill Pmt -Ck.	1401	06/23/2016	C & M Air Cooled	03-1012 · FSB - Ck.ing Acct #1910		-266.59
Bill	687493	06/18/2016		03-6329 · Equipment Maint & Repair	-266.59	266.59
TOTAL					-266.59	266.59
Bill Pmt -Ck.	1402	06/23/2016	Prolink Sports	03-1012 · FSB - Ck.ing Acct #1910		-541.24
Bill	001	06/20/2016		03-6430 · Maint & Repair	-541.24	541.24
TOTAL					-541.24	541.24
Bill Pmt -Ck.	1403	06/23/2016	Fox Mail	03-1012 · FSB - Ck.ing Acct #1910		-195.00
Bill	9955	06/15/2016		03-6045 · Advertising	-195.00	195.00
TOTAL					-195.00	195.00
Bill Pmt -Ck.	1404	06/23/2016	Burnet County Tax	03-1012 · FSB - Ck.ing Acct #1910		-750.00
Bill	6/10/16 invoice	06/10/2016		03-6561 · Liquor License	-750.00	750.00
TOTAL					-750.00	750.00
Bill Pmt -Ck.	1405	06/28/2016	Stahr Ice	03-1012 · FSB - Ck.ing Acct #1910		-150.00
Bill	086317	06/28/2016		03-6123 · Pro-Shop Consumable Supplies	-75.00	75.00
				03-6545 · Restaurant-Consumable Supplies	-75.00	75.00
TOTAL					-150.00	150.00
Bill Pmt -Ck.	1406	06/30/2016	Alexandra Steward	03-1012 · FSB - Ck.ing Acct #1910		-112.65
Bill	6/14 to 6/23/16	06/23/2016		03-6512 · Wages - Part Time/Seasonal	-112.65	112.65
TOTAL					-112.65	112.65
Bill Pmt -Ck.	1407	06/30/2016	All Star Pro Golf, Inc.	03-1012 · FSB - Ck.ing Acct #1910		-354.78
Bill	254108	06/21/2016		03-6123 · Pro-Shop Consumable Supplies	-354.78	354.78
TOTAL					-354.78	354.78
Bill Pmt -Ck.	1408	06/30/2016	Alsco, Inc.	03-1012 · FSB - Ck.ing Acct #1910		-32.83
Bill	LSAT190073	06/24/2016		03-6573 · Linen	-32.83	32.83
TOTAL					-32.83	32.83

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Ck.	1409	06/30/2016	Ben E. Keith	03-1012 · FSB - Ck.ing Acct #1910		-2,149.85
Bill	73999418	06/15/2016		03-6549 · Food Exp	-849.78	849.78
				03-6545 · Restaurant-Consumable Supplies	-247.05	247.05
Bill	73999419	06/15/2016		03-6160 · Inventory Purchased	-61.32	61.32
Bill	74006768	06/22/2016		03-6549 · Food Exp	-780.87	780.87
				03-6101 · Misc. House Expense	-141.79	141.79
Bill	74006769	06/22/2016		03-6160 · Inventory Purchased	-30.66	30.66
				03-6122 · Miscellaneous and Supplies	-38.38	38.38
TOTAL					-2,149.85	2,149.85
Bill Pmt -Ck.	1410	06/30/2016	Elizabeth Celeste Sanders	03-1012 · FSB - Ck.ing Acct #1910		-69.48
Bill	6/9 to 6/23/16	06/24/2016		03-6512 · Wages - Part Time/Seasonal	-69.48	69.48
TOTAL					-69.48	69.48
Bill Pmt -Ck.	1411	06/30/2016	Kayla Rose Moon	03-1012 · FSB - Ck.ing Acct #1910		-93.88
Bill	6/16 to 6/26/16	06/27/2016		03-6512 · Wages - Part Time/Seasonal	-93.88	93.88
TOTAL					-93.88	93.88
Bill Pmt -Ck.	1412	06/30/2016	Kingsland Air	03-1012 · FSB - Ck.ing Acct #1910		-430.00
Bill	21612	06/01/2016		03-6565 · Equipment Maint & Repair	-160.00	160.00
Bill	TP1506	06/30/2016		03-6565 · Equipment Maint & Repair	-270.00	270.00
TOTAL					-430.00	430.00
Bill Pmt -Ck.	1413	06/30/2016	Northland Comm	03-1012 · FSB - Ck.ing Acct #1910		-25.97
Bill		06/30/2016		03-6520 · Television-Clubhouse	-25.97	25.97
TOTAL					-25.97	25.97
Bill Pmt -Ck.	1414	06/30/2016	Professional Turf Prod	03-1012 · FSB - Ck.ing Acct #1910		-145.90
Bill	1340519-00	06/14/2016		03-6329 · Equipment Maint & Repair	-145.90	145.90
TOTAL					-145.90	145.90
Bill Pmt -Ck.	1415	06/30/2016	Reynesther Cain	03-1012 · FSB - Ck.ing Acct #1910		-497.00
Bill	6/15 to 6/24/16	06/24/2016		03-6512 · Wages - Part Time/Seasonal	-497.00	497.00
TOTAL					-497.00	497.00
Bill Pmt -Ck.	1416	06/30/2016	Summer Riley	03-1012 · FSB - Ck.ing Acct #1910		-64.00
Bill	6/19 to 6/26/16	06/26/2016		03-6512 · Wages - Part Time/Seasonal	-64.00	64.00
TOTAL					-64.00	64.00
Bill Pmt -Ck.	1417	06/30/2016	The Business Center	03-1012 · FSB - Ck.ing Acct #1910		-89.99
Bill	120323	06/22/2016		03-6040 · Office Supplies	-89.99	89.99

Recreation & Country Club Division
Check Detail
June 2016

Type	Num	Date	Name	Account	Paid Amount	Original Amount
TOTAL					-89.99	89.99
Bill Pmt -Ck.	1418	06/30/2016	Trimax Mowing Sys	03-1012 · FSB - Ck.ing Acct #1910		-292.51
Bill	SI-00002307	06/21/2016		03-6329 · Equipment Maint & Repair	-292.51	292.51
TOTAL					-292.51	292.51
Total Recreation Fund Disbursements June 2016						53,797.20

Payroll -June 16

Semi-Weekly Payroll Ending June 10, 2016

Fund	Total Payroll	Retirement Expense	FICA Expense	Total Expense
General Fund	\$ 7,896.45	\$ 108.29	\$ 604.08	\$ 8,608.82
Utility Fund	\$ 12,618.29	\$ 182.97	\$ 965.30	\$ 13,766.56
Recreation Fund	\$ 17,174.31	\$ 182.99	\$ 1,313.83	\$ 18,671.13
Total Payroll Expense				\$ 41,046.51

Semi-Weekly Payroll Ending June 24, 2016

General Fund	\$ 5,545.92	\$ 74.21	\$ 424.26	\$ 6,044.39
Utility Fund	\$ 15,065.67	\$ 218.45	\$ 1,152.52	\$ 16,436.64
Recreation Fund	\$ 18,476.56	\$ 205.07	\$ 1,413.46	\$ 20,095.09
Total Payroll Expense				\$ 42,576.12

Monthly Payroll ending June 27, 2016 - Officers

General Fund	\$ 1,534.00	\$ -	\$ 117.35	\$ 1,651.35
Total Payroll Expense				\$ 1,651.35

Monthly Totals

General Fund	\$ 14,976.37	\$ 182.50	\$ 1,145.69	
Utility Fund	\$ 27,683.96	\$ 401.42	\$ 2,117.82	
Recreation Fund	\$ 35,650.87	\$ 388.06	\$ 2,727.29	
Total	\$ 78,311.20	\$ 971.98	\$ 5,990.80	

City of Meadowlakes
Item for Consideration
Council Meeting July 19, 2016

Agenda Item-6-A

Date: July 13, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 6-A-Capital Improvements and Long Range Planning Committee

Requested Council Agenda Date: July 19, 2016

Requester: Johnnie Thompson, City Manager, 830-693-2951

1. Place On Agenda as: ___ Consent ___☒___ Old Business ___ New Business

2. Budget Impact Statement Attached: ___ Yes ___ No ___☒___ N/A

3. Background:

Councilmember Barry has asked to be replaced on the committee established to review the Capital Improvements and Long Range Planning Committee report. Due to the appointments being made by the Council action will be required to name his replacement.

City of Meadowlakes
Item for Consideration
Council Meeting July 19, 2016

Agenda Item-7-A-
EMS Contract

Date: July 13, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 7-A-Contract with Marble Falls Emergency Medical Services, Inc.
for emergency medical services and transportation

Requested Council Agenda Date: July 19, 2016

Requester: Johnnie Thompson, City Manager, 830-693-2951

1. Place On Agenda as: ___ Consent ___ Old Business ___ ☒ New Business

2. Budget Impact Statement Attached: ___ Yes ___ No ___ ☒ N/A

3. Background:

The City contracts with the Marble Falls Emergency Medical Service, Inc. a nonprofit provider of emergency medical services for a large portion of southern Burnet County. They have been providing these services to the residents of Meadowlakes for over 25 years prior to the incorporation of the City. This very valuable service has been provided the last three years via a contract with them for \$33,500 per year and is set to expire on September 30, 2016.

Please find attached a draft contract with the Marble Falls EMS for providing emergency medical services to the City. The proposed contract is identical to our existing contract with the exception of deleting V-f. This is in order to bring our contract in line with other agencies the EMS contracts with.

The propose contract reflects a \$2,000 per year increase in the contract which equates to a 5.9% increase the first year followed by a 5.6% in the second year and a 5.3% increase in the third year. Overall this would be a 15.2% increase over the term of the agreement. The EMS has been able to hold the annual cost for the past six years at \$33,500.

Johnny Campbell, Executive Director of the Marble Falls EMS will be present to discuss the contract with you in more detail and to answer any questions you may have.

4. Recommendation:

Staff recommends the approval of the draft contract.

CITY OF MEADOWLAKES SERVICE AGREEMENT

**STATE OF TEXAS
COUNTY OF BURNET**

This agreement by and between the City of Meadowlakes, hereinafter referred to as “City”, and the Marble Falls Area Emergency Medical Service, Inc., and its successors, hereinafter referred to as “MFAEMS”, for and in consideration of the mutual covenants herein contained, the parties hereby agree as follows:

I. PURPOSE

The MFAEMS shall provide emergency medical services and transportation within the corporate limits of the City. At no time will all of the vehicles operated by the MFAEMS be outside the service area of MFAEMS except in the event of transport to or from a hospital or clinic or a major catastrophe when the MFAEMS shall make every reasonable effort to provide or to obtain emergency medical services by other means.

II. TERMS OF RENEWAL

The term of this agreement shall be for three (3) years, from October 1, 2016 through September 30, 2019, unless terminated by either party with ninety (90) days’ written notice.

III. MAINTENANCE OF EQUIPMENT

MFAEMS shall maintain its equipment, including medical, in good working and operating condition at its sole expense throughout the duration of this agreement.

IV. SUPPLIES

MFAEMS shall maintain adequate and appropriate medical supplies on board while responding to City emergencies at its sole expense throughout the duration of this agreement.

V.
FUNDING

The City shall aid funding to the MFAEMS for its services to be rendered under this agreement as follows:

- a. It has been agreed that the City's residents' prorated share of the cost of providing services to the residents of the City is \$35,500.00 for fiscal year 2017, \$37,500.00 for fiscal year 2018, and \$39,500.00 for fiscal year 2019.
- b. The MFAEMS shall propose a funding budget to the City, no less than ninety (90) days prior to the end of the City's agreement with MFAEMS. The City of Meadowlakes' MFAEMS funding budget line item shall be subject to the approval of the City Council.
- c. Payment shall be made to MFAEMS in any manner deemed appropriate by the City provided the method of payment is acceptable to both parties. Unless otherwise agreed, the City shall make payments in equal monthly installments no later than the tenth day of each month.
- d. The MFAEMS may request additional funding at any time for emergency items of necessity, subject to the approval of the City Council.
- e. A fee may be charged and collected by the MFAEMS from each and every recipient of emergency medical services for each call or run performed according to its schedule. See attached list marked as EXHIBIT "A" for current fee schedule. Beginning October 1, 2016, and every year throughout the term of this agreement, MFAEMS may increase the call for service fees then in effect by up to 4%. The increase may be made without the approval of the City. Any rate increase in excess of this amount must be approved by the City. The MFAEMS shall notify City via written correspondence within 5 days of MFAEMS decision to implement a fee increase. Associated correspondence shall include the amounts of said increases, rationale of increase and affectivity of dates.
- f. ~~By entering into this agreement, it is agreed that as part of accepting this contract that MFAEMS will not submit (or allow the submission of) the uncollected balance resulting from such billing to organizations acting as collections agencies. Instead it is agreed that MFAEMS will maintain the current policy as of the date of this agreement and "write off" the balance as uncollected revenue. It is further agreed that MFAEMS (or its subcontractors) will continue the current policy as of the date of this agreement of not submitting unpaid balances to Credit Reporting Agencies as well.~~

VI.
AUDIT AND REPORT

The MFAEMS shall provide, upon request, one (1) copy of its annual audit. At least annually upon presentation of the funding budget to the City, the MFAEMS shall provide the City with the following information:

- a. The total number of patients treated from the City's residents and the total number of patients treated within the total service area;
- b. The average response time to City residents' calls and the average response time to all calls within the service area;
- c. The amount billed the City's residents; and
- d. The percentage of fees collected from the City's residents.

VII.
AMMENDMENTS

No amendments, alterations, or changes in the terms and conditions set out herein shall be effective without written consent of the parties hereof.

VIII.
INDEMNIFICATION

The MFAEMS, its agents, representatives and employees shall indemnify and hold the City harmless from any and all claims and/or actions arising from the MFAEMS's performance under this agreement. The MFAEMS shall provide liability insurance as required by Texas State Law, but in no event less than the current limits. A copy of said policy shall be provided to the City upon acceptance of this Agreement and upon subsequent policy renewal.

IX.
EFFECTIVE DATE

This agreement shall become effective October 1, 2016

Executed this _____ day of _____, 2016

THE CITY OF MEADOWLAKES

MARBLE FALLS AREA EMS, INC.

BY _____
MARY ANN RAESENER
Mayor

BY _____
ROBYN RICHTER
President

ATTEST: _____
City Secretary

EXHIBIT “A”

Charge Description	2005 Rates	2011 Rates
ALS1 Non-Emergency Base Rate	\$815.00	\$895.00
ALS1 Emergency Base Rate	\$815.00	\$895.00
ALS2 Emergency Base Rate	\$850.00	\$935.00
BLS Non-Emergency Base Rate	\$750.00	\$825.00
BLS Non-Emergency Base Rate in ALS Unit	\$750.00	\$825.00
BLS Emergency Base Rate	\$750.00	\$825.00
BLS Emergency Base Rate in ALS Unit	\$750.00	\$825.00
ALS Emergency Mileage	\$14.00	\$15.50
ALS Non-Emergency Mileage	\$14.00	\$15.50
BLS Non-Emergency Mileage	\$14.00	\$15.50
BLS Emergency Mileage	\$14.00	\$15.50
Treatment - No Transport	\$150.00	\$150.00
Oxygen, Administration, & Supplies / hr	\$113.15	\$120.00
Pulse Oximeter	\$90.00	\$97.00
ALS Supplies - Routine Disposable	\$50.00	\$55.00
BLS Supplies - Routine Disposable	\$50.00	\$55.00
Extra Attend - 300+ lb Patient	\$38.00	\$41.80
Extra Attend - CPR	\$140.00	\$154.00
Extra Attend - Long Stairs	\$38.00	\$41.80
Ambulance Wait Time (30 min)	\$30.00	\$33.00
ALS Supplies - IV Therapy	\$246.00	\$260.00
ALS Supplies - EKG Pads	\$35.00	\$38.50
ALS Supplies - Defibrillation	\$200.00	\$220.00
ALS Supplies - Airway Management	\$90.00	\$96.50
ALS Supplies - External Pacing	\$200.00	\$220.00
ALS Supplies - Intubation	\$95.00	\$104.00
ALS Supplies - Capnography	\$156.00	\$170.00
ALS Supplies - Surgical Airway	\$300.00	\$330.00
ALS Supplies - IO Infusion	\$250.00	\$275.00
ALS Supplies - Needle Thoracostomy	\$30.00	\$33.00
BLS Supplies - Defibrillation (AED)	\$40.00	\$44.00
Drug - Acetaminophen	\$3.90	\$4.25
Drug - Adenosine 12 mg / 4 ml	\$63.50	\$69.85
Drug - Albuterol (.83%) 3 mL	\$18.90	\$5.50
Drug - Amiodorone 150 mg / 3 ml	\$190.00	\$190.00
Drug - Aspirin Chewable 81 mg	\$2.00	\$2.20
Drug - Atropine Sulfate 1 mg / ml IV	N/A	\$7.50
Drug - Atropine Sulfate 1 mg / 10ml	\$14.00	\$15.40
Drug - Calcium Chloride 1gm / 10ml	\$14.00	\$15.40

Charge Description	2005 Rates	2011 Rates
Drug - Dextrose 50% (D50)	\$18.00	\$19.80
Drug - Diazepam / Valium 10 mg	\$25.00	\$27.50
Drug - Diltiazem / Cardizem 25 mg / 5ml	\$61.88	\$71.88
Drug - Diphenhydramine 50 mg / ml IV	\$9.00	\$9.90
Drug - Diphenhydramine - Liquid Oral	N/A	\$7.50
Drug - Dopamine 400 mg / 10ml	\$21.00	\$23.10
Drug - EPI 1 mg / 10 mL IV	\$8.88	\$9.76
Drug - EPI 1 mg/cc IV	\$15.00	\$16.00
Drug - EPI Pen	\$60.00	\$180.00
Drug - EPI Pen JR.	\$60.00	\$180.00
Drug - Fentanyl/Sublimaze 100 mcg/2ml	N/A	\$75.75
Drug - Glucagon 1 mg	\$130.00	\$133.50
Drug - Ipratropium Bromide 2.5 ml	\$5.00	\$5.50
Drug - Lidocaine HCl (2%) 100 mg	\$25.00	\$27.50
Drug - Lidocaine Drip 250 ml	\$25.00	\$27.50
Drug - Mag Sulfate 5 gm	\$21.00	\$22.50
Drug - Methylprednisolone 125 mg	\$39.50	\$42.50
Drug - Midazolam HCl 5 mg	\$40.00	\$40.00
Drug - Morphine Sulfate, 10 mg	\$56.00	\$56.00
Drug - Naloxone 2 mg	\$12.06	\$37.00
Drug - NTG Paste	\$11.00	\$12.10
Drug - NTG Tablets 0.4 mg	\$11.00	\$12.10
Drug - Ondansetron 4 mg/2 ml IV	N/A	\$22.50
Drug - Ondansetron 4 mg tablets	N/A	\$7.00
Drug - Oral Glucose Gel 15 g	\$6.00	\$6.60
Drug - Rocuronium / Zemuron	\$119.00	\$130.00
Drug - Sodium Bicarbonate per CC	\$7.38	\$8.11
Drug - Sodium Chloride Inj.	\$2.00	\$2.20
Drug - Sodium Chloride Neb.	\$2.00	\$2.20
Drug - Succinylcholine 200 mg/10ml	\$8.00	\$8.80
Drug - Vecuronium 10mg	N/A	\$90.00
IV - D5W 500 ml	N/A	\$42.00
IV - Normal Saline 100-250 CC	\$39.90	\$42.00
IV - Normal Saline 1000 CC	\$39.90	\$42.00
EKG Interpretation	\$248.00	\$272.80
IV - Blood Draw Procedure	\$20.00	\$22.00
Spinal Immobilization	\$176.00	\$193.60
Blood Glucose Test	\$43.50	\$47.85

City of Meadowlakes
Item for Consideration
Council Meeting July 19, 2016

Agenda Item-7-B-
FY16 Audit

Date: July 13, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 7-B-Retaining auditor for conducting fiscal year 2016 financial audit

Requested Council Agenda Date: July 19, 2016

Requester: Johnnie Thompson, City Manager, 830-693-2951

1. Place On Agenda as: ___ Consent ___ Old Business ___ ☒ New Business

2. Budget Impact Statement Attached: ___ Yes ___ No ___ ☒ N/A

3. Background:

We are required each year to have an audit done of the financial condition of all City funds including the PFC. This audit must be done by a certified public accountant experienced in governmental auditing. For the past several years we have retain the firm of Neffendorf, Knopp, Doss & Company of Fredericksburg. Please find attached for your review and possible approval a copy the engagement letter between the City and the auditing firm. The cost of the audit will be \$14,500, \$250 more than last year's.

Due to this being classified as a professional service we are not required to bid for such services. I have been very pleased with the services provided by this firm and they have always prepared the audit in a timely and professional manner.

4. Recommendation:

Staff recommends that the firm of Neffendorf, Knopp, Doss & Company, P.C. be retained to conduct the City's fiscal year 2016 audit and that the Mayor and City Manager be authorized to execute the letter of engagement.

NEFFENDORF & KNOPP, P.C.

Certified Public Accountants

P.O. BOX 874 736 S. WASHINGTON ST.
FREDERICKSBURG, TEXAS 78624-0874
(830)997-3348

MEMBER
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS

FAX: (830)997-3333
E-mail: nkhd@austin.rr.com

MEMBER
TEXAS SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS

July 13, 2016

Honorable Mayor and City Council Members
City of Meadowlakes, Texas
177 Broadmoore Street, Suite A
Meadowlakes, Texas 78645

We are pleased to confirm our understanding of the services we are to provide City of Meadowlakes, Texas for the year ended September 30, 2016. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Meadowlakes, Texas as of and for the year ended September 30, 2016. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Meadowlakes, Texas's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Meadowlakes, Texas's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedule – General Fund
- 3) Schedule of Changes in Net Pension Liability and Related Ratios
- 4) Schedule of Employer Contributions

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of City of Meadowlakes, Texas and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Meadowlakes, Texas's financial statements. Our report will be addressed to Mayor and City Council of City of Meadowlakes,

Texas. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Meadowlakes, Texas is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in

scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Meadowlakes, Texas's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of City of Meadowlakes, Texas in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with

GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Neffendorf & Knopp, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Neffendorf & Knopp, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulator. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Keith Neffendorf, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates except that we agree that our gross fee will not exceed \$14,500. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to City of Meadowlakes, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Neffendorf & Knopp, P.C.

NEFFENDORF & KNOPP, P.C.

RESPONSE:

This letter correctly sets forth the understanding of City of Meadowlakes, Texas.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

City of Meadowlakes
Item for Consideration
Council Meeting July 19, 2016

Agenda Item-7-C-
Funding for cart
path repairs

Date: July 13, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 7-C-Funding for Cart Path Repairs

Requested Council Agenda Date: July 19, 2016

Requester: Johnnie Thompson, City Manager, 830-693-2951

1. Place On Agenda as: ___ Consent ___ Old Business ___ ☒ New Business

2. Budget Impact Statement Attached: ___ Yes ___ No ___ ☒ N/A

3. Background:

Councilman Fields has been inquiring if any funding was available to make some necessary golf cart path repairs. The Recreation Fund which would normally fund such repairs does not have any available funds that could be utilized for the needed repairs. The only Fund that does have some excess funds is the General Fund which appears will end the year with about an \$11,000 net gain these fund could be made available to make some limited repairs to the cart paths. It has been suggested that we the cart path on 10. It is estimated that the cost for this project would be between \$15,000 and \$18,000. We may reduce the cost to some degree by doing some of the work in house. I brief you in more detail at your meeting.

4. Recommendation:

Should you so desire to provide funding for this project via the General Fund action will be required by the Council and the General Fund Budget for fiscal year 2016 will have to be amended.

City of Meadowlakes
Item for Consideration
Council Meeting July 19, 2016

Agenda Item-7- D-City Manager Job Description

Date: July 13, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 7-D-City Manager Job Description

Requested Council Agenda Date: July 19, 2016

Requester: Johnnie Thompson, City Manager, 830-693-2951

1. Place On Agenda as: ☐ Consent ☐ Old Business ☒ New Business

2. Budget Impact Statement Attached: ☐ Yes ☐ No ☒ N/A

3. Background:

During my last performance review it was noted that there was not a specific job description for my position. My duties to some degree was spelled out by Ordinance as well as state statutes. Councilman Barry and I have been working on the development of a basic job description which you will find attached. I have also attached a copy of Ordinance 2010-08 which provides the basic statutory requirements of the City Manager for our form of government.

I have forwarded a copy of the draft job description to legal for their review.

City of Meadowlakes

Job Description City Manager

Department: General Administration

Position: City Manager

FLSA: Exempt (Administration)

Reports To: City Council

Essential Function Statement – Essential responsibilities and duties may include, but are not limited, to the following:

The City Manager is the Chief Executive Officer of the City of Meadowlakes and receives policy of direction from the City Council. This position provides the Mayor and City Council with information, implements policies adopted by Council, and manages the City operations in an effective and efficient manner. The City Manager directs the administration of ordinances, contracts, leases, permits and the fiscal budget.

The City Manager is appointed by, reports to and serves at the pleasure of the City Council under contract. The City Council performs annual performance evaluations to assure that work is completed in accordance with policies, guidelines and directives. This position must maintain a high level of professionalism.

Essential Duties and Responsibilities – *Duties included but are not limited to the following:*

- Administer the effective and efficient planning, implementation, coordination and management of services provided to the citizens of the City of Meadowlakes by municipal employees.
- Plan, coordinate, and direct the work of city departments through delegation of authority and responsibility to department directors.
- Inform the City Council of the City's financial condition, administrative activities, future goals and objectives.
- Attend regularly scheduled and special meetings and participate actively in discussion of matters coming before the City Council, provide relevant information and recommend policies required in the public's interest.

- Provide direction to and evaluate the performance of Department Directors to assure that operational and administrative functions and activities are carried out efficiently and effectively.
- Coordinate activities with subordinate supervisors and other department personnel to insure consistency in interpretation and implementation of applicable State Laws, the City Charter, City Ordinances, Policies and Procedures.
- Represent the City in a variety of meetings and public functions involving other elected/appointed officials, civic and community service organizations, volunteer groups and others.
- Evaluate working relationships through effective communications.
- Ability to effectively administer Federal or State regulations, City Ordinances, State and Local Statutes, to ensure compliance with City Council approved policies.
- Serves as Budget Officer of the City.
- Excellent communications skills, both oral and written, ability to prepare and make various types of presentations to large groups of people.
- Ability to perform bookkeeping and business math skills.
- Ability to establish and maintain satisfactory working relationships with the Mayor and City Council members, Department Directors, City Employees, other government agencies and groups of citizens of Meadowlakes.
- Other duties as described within the text of Ordinance 2010-08 executed by the Council on May 17th, 2010.

Experience, Training, Knowledge and Skills:

A minimum of five to seven years increasingly of responsible experience in municipal government administration, either as City Manager, Assistant City Manager, or Major Department Head in an equivalent size or larger city. Skill in effectively communicating with people of diverse cultural and educational backgrounds, including appointed and elected officials and employees. Skilled in public speaking. Expertise in negotiation, coordination, and delegation.

Physical Abilities:

Ability to sit for extended periods of time while performing day to day duties and attending meetings. Ability to carry files, books, mail, and other forms of paper documents within departmental area and other areas of City Hall. Ability to stand, push, pull and stoop while opening file drawers to replace or retrieve files from filing cabinets or shelves. Ability to reach to perform activities at desk. Fine dexterity with fingers and hands required to handle items and to operate computer, typewriter, and calculator. Ability to hear and talk to individuals or groups of individuals. Ability to operate foot controls on vehicles.

Physical Capabilities:

Perform management responsibilities both indoors and outdoors, sometimes in extreme temperatures including hot and cold temperature swings and inclement weather. Some exposure to dust and odors. Mechanical and toxic hazards may occur when checking on City projects or employees at various work sites.

I have read and understand the duties and responsibilities of this job description.

Johnnie L. Thompson, City Manager

Date

Mary Ann Raesener, Mayor

Date

The above statements are intended to describe the general nature and level of work being performed by the person(s) assigned to this job. They are not intended to be an exhaustive list of all the duties, responsibilities, and skills required of the personnel so classified. The approved class specifications are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons.

The City of Meadowlakes is an Equal Opportunity Employer. In compliance with Disabilities Act (ADA), the City will provide reasonable accommodations to qualified individuals with disabilities.

ORDINANCE NO. 2010-08
05/17/2010

AN ORDINANCE OF THE CITY OF MEADOWLAKES, TEXAS PROVIDING FOR THE APPOINTMENT, DUTIES AND RESPONSIBILITIES OF THE OFFICE OF CITY MANAGER OF THE CITY; PROVIDING PROVISIONS FOR COMPENSATION AND CONTRACT; PROVIDING FOR A COUNCIL-MANAGER FORM OF GOVERNMENT AND PROVIDING FOR OTHER MATTERS RELATED TO THE SUBJECT.

WHEREAS, in accordance with that certain petition filed with Mayor pursuant to Chapter 25, Texas Local Government Code, an election was held within the City on May 8, 2010, to submit to the qualified voters the proposition of whether the City should adopt a City Manager form of government; and

WHEREAS, a majority of those persons voting at such election voted in favor of the proposition to adopt a City Manager form of government for the City; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS:

Section 1. In accordance with that certain election held within the City on May 8, 2010, the position of City Manager for the City and the Council-Manager form of government is hereby created, ratified, and confirmed. The municipal government of the City of Meadowlakes shall be known and referred to as the "Council-Manager" form of Government.

Section 2. Appointment. The City Manager shall be appointed by majority vote of the city council and shall be responsible to the City Council and subject to its supervision and direction. The City Manager shall exercise those administrative powers and responsibilities set forth in this Ordinance. The City Manager is appointed for an indefinite term and shall be subject to discharge at the will of the Council. The manager shall be chosen by the council solely on the basis of executive and administrative qualifications with special reference to actual experience in or knowledge of accepted practice in respect to the duties of the office hereinafter set forth. The appointee need not be a resident of the city. No council member shall receive such appointment neither during the term for which the council member shall have been elected nor within two years after the expiration of the council member's term. Subject to the terms of this Ordinance, the appointment of the City Administrator employed by the City on the effective date of this ordinance to the City Manager position is hereby approved, and upon such confirmation the position of the Meadowlakes City Administrator is immediately abolished.

Section 3. Absence or Disability of City Manager.

By letter filed with the city secretary, the city manager shall designate, subject to approval of the council, a qualified city administrative officer to exercise the powers and perform the duties of manager during his temporary absence or disability. During such absence or disability, the council may revoke such designation at any time and appoint another officer of the city to serve until the city manager shall return or his disability shall cease.

Section 4. Power and Duties of the City Manager. In addition to the enumerated powers and duties set forth in §25.029, Texas Local Government Code, and consistent with statutorily compliant local policies and guidelines formally established by the City Council, the City Manager shall:

- 1) Devote all of his or her working time and attention to those affairs of the City under his or her supervision.
- 2) See that all applicable state laws and all ordinances of the City are obeyed and enforced.
- 3) Direct and coordinate all day-to-day administrative affairs of the City as well as direct, supervise, and coordinate the administration of all departments, offices, and agencies of the City, except as otherwise provided by law and/or this Ordinance.
- 4) Appoint persons to fill budgeted positions and remove, suspend or discipline all City employees and appoint administrative officers to fill budgeted positions except when otherwise provided by law; save and except the appointment of Municipal Judge, City Attorney(s) and City Engineer, whom shall be appointed and removed by the City Council on the recommendation of the City Manager. The City Secretary shall be appointed by the City Manager with confirmation of such appointment by Council. The City Manager may authorize any administrative officer, subject to the Manager's direction and supervision and subject to right of appeal to the Manager, to exercise these powers with respect to subordinates in that officer's department, office or agency.
- 5) Prepare background, discussion material, and documents for consideration by Council; draft agendas for City Council meetings; attend all open meetings of the City Council; brief Council as needed on agenda items, and, when requested or authorized to do so by the City Council, attend executive sessions of the City Council.
- 6) In accordance with §102.001 (b), Texas Local Government Code, prepare and submit to the City Council prior to each fiscal year a budget of proposed revenues and expenditures for the ensuing fiscal year, showing in as much detail as practicable the estimated amounts of money required for efficient operation of the City and each of its departments, and the reason for such estimates expenditures.
- 7) Make such other reports as the City Council requires and make available to the public a complete report on the finances and administrative activities of the City departments, offices and agencies.
- 8) Keep the City Council fully advised as to the present financial condition and future needs of the City.
- 9) Advise the City Council on pending decisions of public policy and recommend to the Council the adoption of such measures as the Manager may deem necessary or expedient for the health, safety, or welfare of the community or for the improvement of administrative services.
- 10) Be responsible for procurement of commodities and services for all City departments, offices, and agencies authorized in the budget, and promulgate purchasing rules which shall be followed by employees in the procurement of goods and services. The City Manager shall prepare and submit to the City

Council for approval such rules governing purchasing procedures to be followed by the City as the City Manager shall deem necessary and appropriate.

- 11) Propose to the City Council such personnel rules and regulations as the Manager deems necessary to manage the personnel policies of the City.
- 12) Provide staff support services for members of the Council and notify Council members of any alleged violation by the City or any of its officers or employees of a federal, state, or City law, or regulation or of any cause of action or lawsuit against the City which may subject it to any civil, criminal, or monetary liability.
- 13) Perform such other duties as may be prescribed by the City Council not inconsistent with the laws of the State of Texas governing Type A general law cities and/or Ordinances of the City.

Section 5. Bond. The City Manager shall furnish a surety bond in the amount of \$10,000 said bond to condition on the faithful performance of all the manager's duties. The premium of the bond shall be paid by the City.

Section 6. Compensation. The City Manager shall receive such compensation as the City Council shall fix from time to time, and shall be entitled to receive benefits provided to other full-time employees of the City and such additional benefits as the City Council may approve. As a minimum, compensation and benefits shall be provided as defined in the City Manager employment contract or absent a contract, the City budget. Effective immediately upon passage of this ordinance, the initial level of compensation for the current City Manager shall be set and commence consistent with providing a ten percent salary increase over and above that provided by the current salary of the City Administrator.

Section 7. Vacancy. Any vacancy in the office of the city manager shall be filled within 60 days after the effective date of such vacancy.

Section 8. Authority of Other Officers. Nothing in this Ordinance shall be deemed to diminish or detract from the statutory powers and authority of the City's elected officials.

Section 9. Repealer and Related Action. All ordinances or parts of ordinances in force when the provisions of this Ordinance becomes effective which are inconsistent or in conflict with the terms, conditions and provisions in this Ordinance are hereby repealed only to the extent of such conflict. Immediately upon adoption of this ordinance, the City Manager shall initiate the necessary actions and effort to prepare a detailed and complete "change package" to current Code and related City policies, collecting all changes to the Code and Policies as necessary and prudent to bring same in line and consistent with provisions contained in this enabling Ordinance providing for City Manager and implementation of a Council-Manager form of government. The change package shall be completed and adopted by Council within 90 days after adoption of this ordinance.

Section 10. Effective Date. This Ordinance becomes effective on the date of its passage.

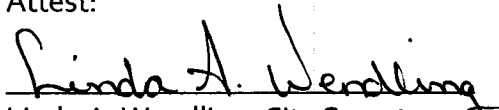
Section 11. Proper Notice of Meeting. The meeting at which this Ordinance was adopted was open to the public and public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

PASSED, APPROVED, AND ADOPTED this the 17th day of May, 2010.

City of Meadowlakes, Texas


Don Williams, Mayor

Attest:


Linda A. Wendling, City Secretary



City of Meadowlakes
Item for Consideration
Council Meeting July 19, 2016

Agenda Item-7E-
Additional Principal
Payment

Date: July 13, 2016

To: Honorable Mayor Raesener and Council Members

Agenda Item: 7-E-Additional Principal Payment on Water Tank

Requested Council Agenda Date: July 19, 2016

Requester: Johnnie Thompson, City Manager, 830-693-2951

1. Place On Agenda as: ___ Consent ___ Old Business ___ ☒ New Business

2. Budget Impact Statement Attached: ___ Yes ___ No ___ ☒ N/A

3. Background:

The City obtained partial financing for the construction of the new water storage tank via a lease/purchase agreement with the Meadowlakes POA. The amount originally financed in September 2013, was \$300,000. In February 2015 we made an additional \$100,000 principal payment and on March 1st we made paid and additional \$25,000 toward the outstanding principal. The outstanding balance is \$50,271.30 with and principal payment due on August 1st in the amount of \$22,863.15 leaving a balance of \$27,408.15.

4. Recommendation:

I would recommend paying the outstanding principal with the payment due on September 1st. The Fund would realize saving of approximately \$500 in interest, which by far exceeds any earnings as it is currently invested. Based on current estimates the Utility Fund will end the year with a net gain of around \$21,000 about \$6,500 short of the needed income to make final principal payment, the additional funding could be obtained from operational reserves.