

# **City of Meadowlakes**

## **AMENDED AGENDA**

\*\*\*\*\*

**City Council Meeting**  
**Tuesday, November 16, 2021 - 6:00 pm.**  
**Totten Hall, Meadowlakes Municipal Offices**  
**177 Broadmoor St., Meadowlakes, Texas**

This meeting will be conducted utilizing a video conferencing tool. Citizens' comments will be allowed per the instructions stated on the City's website. You may also make written comments by emailing them to City Secretary Evan Bauer at [ebauer@meadowlakestx.us](mailto:ebauer@meadowlakestx.us). All written comments must be received by **5:30 pm** on the evening of the scheduled meeting. Additional information and more detailed instructions and direct links to view the meeting or speak during the citizen comments can be found at [meadowlakestexas.org](http://meadowlakestexas.org) under "Live Meetings."

- 1. CALL TO ORDER AND QUORUM DETERMINATION**
- 2. PLEDGE OF ALLEGIANCE AND PRAYER**
- 3. CITIZEN COMMENTS** *(Limited to 15 minutes total on general subjects and agenda-related items. Citizens wishing to address the Council must complete an "Application to Address," which must be submitted to the City Secretary at least thirty (30) minutes before the commencement of the City Council Meeting, and each speaker will be limited to a maximum speaking time of three (3) minutes.*
- 4. MONTHLY STANDARD LIVE REPORTS** *(Progress and Status Reports Only.)*
  - A. Operations in general - City Manager Johnnie Thompson
    1. Ordinance
    2. Animal Control Report
    3. Patrol Activity Report
    4. Building Committee Report
  - B. Briefing on Golf-Klotz
- 5. CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by Council, at which time the select item(s) may be discussed separately under consent items and separate motion(s).*
  - A. Minutes of the prior Council Meetings.
  - B. September 2021 and October 2021 Financial Reports.

## **6. OLD BUSINESS**

- A. Update and action as may be required regarding Coronavirus Local Fiscal Recovery Funds (CLFRF). – Thompson**
- B. Discussion/Action: Briefing on renovation of tennis facility and possible awarding of contract for renovation and appropriation of funds for said project. Mr. Lance Cowart and Mr. Ricardo Guillen will address the Council on this issued. – Mayor Bentley/Thompson**

## **7. NEW BUSINESS**

- A. Discussion/Action: Possible reduction in sewer rates. – Councilmember Drummond**
- B. Discussion/Action: Execution of an Interlocal Agreement to Participate in the Burnet County Hazard Mitigation Plan Update. - Thompson**
- C. Discussion/Action: Establishing December 2021 meeting date and time.**
- D. Discussion/Action: Casting Votes to Elect Directors to Burnet Central Appraisal District for the year 2022-2023. – Thompson**
- E. Discussion/Action: Presentation regarding the possibility of the City participating in the Texas Department of Transportation Selective Traffic Enforcement Programs (STEP).**

## **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 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 have arisen after posting the agenda.*

*The next scheduled City Council meeting is to be determined.*

## **8. ADJOURNMENT**

*The City Council reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property),*

551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices,) and 551.086 (Economic Development).

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

I, Evan Bauer, 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 November 10, 2021, at 3:00 pm and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

/s/ Evan Bauer  
Evan Bauer, City Secretary

/s/ Mark Bentley  
Mark Bentley, Mayor

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

Posting Removed: \_\_\_\_\_ at \_\_\_\_\_ by \_\_\_\_\_

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

## Ordinance Enforcement Report Summary for October 2021

Calls Received: Ordinance line: 5  
Security Gate: 1  
City Hall: 2  
Sherriff's Deputy 0

111 Notices were issued during the month of October:

- 54 notices regarding Ordinance 20-55 – trash or recycle containers visible from the street or bulk out
  - 7 notices regarding Ordinance 20-55 – grass clippings in street or limbs on property over 14 days
  - 2 notices regarding Ordinance 22-3 & 6 – sign ordinance violation
  - 24 notices regarding Ordinance 28-56 – RV, trailer, jet ski or boat on drive over 3 days in 7 or on lot
  - 7 notices regarding Ordinance 28-56 – golf cart, ATV or inoperable vehicle stored on driveway
  - 2 notices regarding Ordinance 28-56 – RV parked on street between 10 pm and 7 am
  - 12 notices regarding PMC 302 – yard or lot needs mowing
  - 2 notices regarding PMC 302 – trees overhanging street need trimming to minimum 14-foot clearance
  - 1 notice regarding PMC 302 – roof in disrepair
- 9 Warning tickets were issued regarding Ordinances 28-55 & 56– for parking infractions most of which were for parking on the wrong side of street, parking in a no parking area, parking on the street over the allowed time period or parking a trailer, RV, or boat on street at night.
- 8 Warning Notices were issued all regarding Ordinance 28-55 & 56 for parking a trailer on drive over 3 days in 7, parking a vehicle and RV on street between 10 pm and 7 am, parking a trailer on lot or parking a boat or jet ski on drive over 3 days in 7.
- 3 Citations were issued regarding Ordinance 28-56 for storing a trailer on drive over 3 days in 7.
- 9 Verbal warnings were issued
- 3 Picked up sign in City ROW

Submitted by:

*Pat Preston*

Pat Preston  
Ordinance Enforcement Officer  
November 3, 2021

# MEADOWLAKES PATROL ACTIVITY REPORT OCTOBER 2021

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL	NOTES	Start Mile	End Mile	Total
10/01/21	Fri	Koenning	1pm	6pm	5	0	2	0	1:40pm-2:30pm Monitored traffic Meadowlakes drive @ clubhouse. Issued verbal warning for speeding 34/25 3:05pm-3:30pm Monitored traffic by main gate 3:30pm-3:44pm Monitored school bus unloading 3:46pm-4:10pm Monitored traffic Meadowlakes Drive @ Fairway Lane. Issued verbal warning for speeding 33/255:18pm-5:45pm Monitored traffic Preston Trail @ Nelson Place	58487	58504	17
10/02/21	Sat	Koenning	3pm	6pm	3	0	0	0	3:12pm-3:45pm Monitored traffic Meadowlakes Drive @ clubhouse 4:34pm-5:10pm Monitored traffic Meadowlakes Drive @ Firestone	58504	58516	12
10/02/21	Sat	Ciolfi	12:35am	3:05am	2.5	0	0	0	0035 – 0117 MONITORED TRAFFIC FROM CLUB HOUSE 0117 – 0133 PATROLLED THE CITY 0133 – 0139 CLOSE PATROL – CITY HALL 0139 – 0231 MONITORED GATE / TRAFFIC FROM BROADMOOR0231 – 0305 PATROLLED THE CITY	113455	113476	21
10/03/21	Sun	Ciolfi	12am	4am	4	0	0	0	2356 - 0040 MONITORED TRAFFIC / GATE FROM BROADMOOR 0040 – 0058 PATROLLED THE CITY 0058 – 0104 CLOSE PATROL – CITY HALL 0104 – 0151 MONITORED TRAFFIC FROM CLUB HOUSE 0151 – 0228 MONITORED TRAFFIC FROM THE 200 BLK MEADOWLAKES DRIVE 0228 – 0356 MONITORED TRAFFIC / GATE FROM BROADMOOR	113481	113487	6
10/06/21	Wed	Ciolfi	9:30pm	3:30am	6	0	0	0	2130 - 2139 MONITORED TRAFFIC / GATE FROM BROADMOOR 2139 – 2157 MEDICAL – 329 COLUMBINE 2157 – 2251 MONITORED TRAFFIC / GATE FROM BROADMOOR 2251 – 2300 CLOSE PATROL – CITY HALL 2300 – 0036 MONITORED TRAFFIC / GATE FROM BROADMOOR 0036 – 0105 PATROLLED THE CITY 0105 – 0109 CLOSE PATROL – CITY HALL 0109 – 0225 MONITORED TRAFFIC / GATE FROM BROADMOOR 0225 – 0252 PATROLLED THE CITY 0252 – 0330 MONITORED TRAFFIC FROM THE CLUB HOUSE	113726	113744	18
10/06/21	Wed	Koenning	6:45am	10:45am	4	0	1	0	6:50am-7:06am Monitored school bus loading 7:06am-7:30am Monitored traffic by main gate 7:30am-7:44am Monitored school bus loading 7:46am-8:33am Monitored traffic Firestone @ Firestone Place. Issued verbal warning for unsecured load. Dirt had fallen off of trailer and driver cleaned up the spill. 8:56am-9:55am Monitored traffic Meadowlakes Drive @clubhouse	58755	58769	14

# MEADOWLAKES PATROL ACTIVITY REPORT OCTOBER 2021

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL	NOTES	Start Mile	End Mile	Total
10/06/21	Wed	Koenning	3pm	6pm	3	1	1	0	3:30pm-3:48pm Monitored school bus unloading. Issued citation for failed to stop for school bus 4:30pm-4:46pm Monitored school bus unloading 5:05pm-5:25pm Monitored traffic Columbine @ Quail. Issued verbal warning for speeding 33/25	58769	58782	13
10/15/21	Fri	Cioffi	8:45pm	11:45pm	3	0	0	0	2045 - 2114 MONITORED TRAFFIC FROM CLUB HOUSE 2114 - 2155 PATROLLED THE CITY 2155 - 2201 CLOSE PATROL - CITY HALL 2201 - 2259 MONITORED TRAFFIC / GATE FROM BROADMOOR 2259 - 2328 PATROLLED THE CITY 2328 - 2345 MONITORED TRAFFIC FROM THE 100 BLK MEADOWLAKES DRIVE	114697	114714	17
10/20/21	Wed	Koenning	6:45am	10:45am	4	0	1	0	6:51am-7:08am Monitored school bus loading 7:08am-7:30am Monitored traffic by main gate. Issued verbal warning for speeding 33/25 7:30am-7:44am Monitored school bus loading 7:46am-8:10am Monitored traffic Meadowlakes Drive @ Broadmoor (south) 8:54am-9:20am Monitored traffic Meadowlakes Drive @ clubhouse	59304	59325	21
10/20/21	Wed	Koenning	3pm	6pm	3	0	0	0	3:30pm-3:47pm Monitored school bus unloading 3:49pm-4:20pm Monitored traffic Meadowlakes Drive @ clubhouse 4:35pm-4:50pm Monitored school bus unloading 4:57pm-5:20pm Monitored traffic Turkey Run @ Camoustie 5:24pm-5:45pm Monitored traffic Meadowlakes Drive @ San Saba	59325	59336	11
10/20/21	Wed	Cioffi	11:50am	2:50am	3	0	0	0	2347 - 0037 MONITORED TRAFFIC FROM CLUB HOUSE 0037 - 0107 PATROLLED THE CITY 0107 - 0136 MONITORED TRAFFIC / GATE FROM BROADMOOR 0136 - 0140 CLOSE PATROL CITY HALL 0140 - 0232 MONITORED TRAFFIC / GATE FROM BROADMOOR 0232 - 0247 PATROLLED THE CITY	115162	115173	11
10/21/21	Thurs	Koenning	7:15am	11:15am	4	1	1	0	7:30am-7:44am Monitored school bus loading 7:45am-8:30am Monitored traffic Preston Trail @ Firestone. Issued verbal warning for fail to complete stop @ stop sign 8:53am-9:15am Monitored stop sign Columbine @ Meadowlakes Drive 10:04am-10:55am Monitored traffic Meadowlakes Drive @ clubhouse. Issued citation for speeding 44/25	59336	59346	10

# MEADOWLAKES PATROL ACTIVITY REPORT OCTOBER 2021

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL	NOTES	Start Mile	End Mile	Total
10/25/21	Mon	Koenning	6:45am	9:45am	3	1	0	0	6:50am-7:05am Monitored school bus loading 7:05am-7:30am Monitored traffic by main gate. 7:30am-7:44am Monitored school bus loading 7:45am-8:15am Monitored traffic Meadowlakes @ Fairway Lane. Issued citation for speeding 40/25 9:08am-9:35am Monitored traffic Meadowlakes @ clubhouse	59750	59762	12
10/25/21	Mon	Cioffi	9:45pm	4:45am	7	0	1	0	2146 – 2237 MONITORED TRAFFIC FROM CLUB HOUSE 2237 – 2301 PATROLLED THE CITY 2301 – 2335 MONITORED TRAFFIC / GATE FROM BROADMOOR 2335 – 2343 CLOSE PATROL – CITY HALL 2343 - 0102 MONITORED TRAFFIC / GATE FROM BROADMOOR 0102 – 0151 PATROLLED THE CITY 0151 – 0158 CLOSE PATROL – CITY HALL 0158 – 0313 MONITORED TRAFFIC FROM CLUB HOUSE 0313 – 0342 MONITORED TRAFFIC / GATE FROM BROADMOOR 0342 – 0356 TROLLED THE CITY 0356 – 0425 PARKING VIOLATION AT THE 200 BLK TURKEY RUN PARKED FACING TRAFFIC (TC 545.303) WARNING # 003556 0425 – 0434 PATROLLED THE CITY 0434 – 0446 MONITORED TRAFFIC / GATE FROM BROADMOOR	115688	115706	18
10/26/21	Tues	Koenning	6:45am	9:45am	3	0	0	0	6:50am-7:05am Monitored school bus loading 7:05am-7:30am Monitored traffic by main gate. 7:30am-7:44am Monitored school bus loading 7:45am-8:45am Assisted with traffic control at entrance of clubhouse for ladies Halloween golf tournament 9:20am-9:45am Monitored traffic on Meadowlakes @ Firestone	59762	59776	14
10/26/21	Tues	Koenning	3pm	6pm	3	0	0	0	3:30pm-3:46pm Monitored school bus unloading 4:05pm-4:32pm Monitored traffic @ main gate 4:32pm-4:53pm Monitored school bus unloading 4:55pm Flagged down by a resident in reference to a suspicious male wearing a mask, trying to flag people down on the corner of Mahan and Meadowlakes Drive. Subject was located and had been waiting to flag down EMS and Fire units that were dispatched to his neighbor's residence at 302 Mahan in reference to neighbor had fallen. 5:10pm-5:45pm Monitored traffic on Meadowlakes Drive @ clubhouse	59781	59793	12

# MEADOWLAKES PATROL ACTIVITY REPORT OCTOBER 2021

DATE	DAY	DEPUTY	START TIME	END TIME	HRS	CITATION	WARNING	VERBAL	NOTES	Start Mile	End Mile	Total
10/29/21	Fri	Koenning	3pm	6pm	3	1	1	0	3:32pm-3:48pm Monitored school bus unloading 3:55pm-4:15pm Monitored traffic Meadowlakes Drive @ clubhouse. <b>Issued citation for speeding 39/25</b> 4:32pm-4:48pm Monitored school bus unloading 4:55pm-5:10pm Monitored traffic Firestone @ Pinehurst. Issued verbal warning for speeding 31/25 5:10pm Dispatched to clubhouse in reference to 911 hang-up. Was found to be golfer had phone in back pocket. No emergency, accidental dial CFS#21-042343	60088	60098	10
10/30/21	Sat	Koenning	2:45pm	4:15pm	1.5	1	1	0	2:48pm-3:20pm Monitored traffic Meadowlakes Drive @ clubhouse 3:33pm Traffic stop on Turkey Run. <b>Issued citation for speeding 34/25</b> , warning for fail to stop @ stop sign	60098	60104	6
10/31/21	Sun	Koenning	3:30pm	8:30pm	5	0	0	0	4:18pm-5:00pm Monitored traffic Meadowlakes Drive @ clubhouse 5:21pm-5:50pm Monitored traffic by main gate 6:00pm-8:30pm Halloween patrol 6:52pm Dispatched to San Saba reference to 9-1-1 hang-up. Found to be pocket dial, no emergency. CFS#21-042615 7:58pm Contacted by resident on Pinehurst in reference to subjects walking around using a megaphone and using foul language. Unable to locate	60151	60130	21
<b>TOTALS</b>					<b>70</b>	<b>5</b>	<b>9</b>	<b>0</b>				<b>264</b>



# Building Committee Report

October-21

Authorized By: Steve Nash,  
Building Committee Chairman

<b>Approved Permits</b>	<b>Issued</b>		<b>Outstanding Under Const.</b>
Deck			
Fence	2		2
Remodel	2		4
New Construction			6
Variance			
Patio Cover/Remodel	1		1
Arbor/Pergola			
Swimming Pool/Hot Tub			2
Boat dock/jet ski lift	1		1
Play Scape			
Other - flatwork			
Plat Amendment			
Consultation			
Permit Revision			
<b>Total</b>	<b>6</b>		<b>16</b>
<b>Applications Denied/tabled</b>			
Deck			
Fence	1		
Remodel	1		
New Home-148 Nelson Pl.	1		
Variance			
Patio Cover/Enclosure			
Arbor			
Swimming Pool/Hot Tub			
Play Scape			
Other - boat dock			
Plat Amendment			
Consultation			
Permit Revision			
<b>Total</b>	<b>3</b>		

**City of Meadowlakes**  
**City Council Stated Meeting Minutes**  
**October 26, 2021 – 6:00pm**

**Tuesday, October 26, 2021 - 6:00 p.m.**  
**Totten Hall, Meadowlakes Municipal Offices**  
**177 Broadmoor Street, Meadowlakes, Texas**

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on October 26, 2021, beginning at 6:00 p.m. in accordance with the duly posted notice of said meeting.

**Present:**

Mark Bentley, Mayor  
Jess Lofgreen, Councilmember  
Barbara Peskin, Councilmember  
Jerry Drummond, Councilmember  
Eddie Wise, Councilmember  
Garrett Wood, Councilmember

**Staff:**

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

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Bentley called the meeting to order at 6:00 pm and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Bentley led Council and staff in the Pledge of Allegiance and prayer.
3. **CITIZEN COMMENTS.** None.
4. **MONTHLY STANDARD LIVE REPORTS** (*Progress and Status Reports Only.*)
  - A. Operations in general - City Manager Johnnie Thompson
    1. Ordinance report – In September, our Ordinance Officer responded to 10 calls, issued 62 violation notices, mostly related to visible trash cans and parking violations. There were 8 warning tickets issued for parking infractions and 5 warning notices issued: 3 for parking a vehicle on the street over 3 days in 7, parking a golf cart on the drive, and for parking an RV on the street between 10pm and 7am, and 2 for pets not being registered with the city. There were 3 citations issued: one for leaving bulk trash out past the allowed timeframe, and 2 for parking a boat in the drive over 3 days in 7. There were 3 signs picked up that were in the city's right of way. In September, our Animal Control Officer received several calls about deer that had been attacked by coyotes and has been in contact with the game

warden regarding this issue. Several skunks were picked up and disposed of; none of which were rabid.

2. Patrol Activity Report – In September, officers Koenning and Ciolfi logged a total of 75 hours and 247 total miles. There were no citations issued. Officer Koenning issued 6 warnings and Officer Ciolfi issued 1 warning.

3. Building Committee Report – In September, the Building Committee issued 2 permits total; both for fences. Currently, there are 16 ongoing projects within the City.

B. Briefing on Golf Operations – Head Golf Pro, David Klotz, was not present. Mr. Thompson gave his update. Mr. Thompson reported that there has been some concern regarding some fish dying in a pond near hole #14 on the golf course; he said this is not uncommon and it happens 2-3 times a year and is caused by a sudden change in temperature. Mr. Thompson also reported that the recent “Tea Witch” golf tournament was a great success, with about 96 players. Last weekend, it was reported that the course had 453 golfers. The greens and tees should be fully germinated by the end of next week and the fairways will follow after that. Also, beginning November 1<sup>st</sup>, the golf course will be closed every Monday through spring to allow for maintenance.

5. **CONSENT ITEMS** *(The items listed are considered to be routine and non-controversial by the City Council and may be approved by a single motion of the Council. No separate discussion or action on any of the items is necessary unless desired by Council; at which time the select item(s) may be discussed separately under consent items and separate motion(s)).*

A. Minutes of the prior Council Meetings/Workshops

After discussion, Councilmember Wise made a motion to approve the September 21<sup>st</sup> workshop minutes as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Lofgreen made a motion to approve the minutes from the September 21<sup>st</sup> public hearing as presented. The motion was seconded by Councilmember Peskin and carried unanimously. Councilmember Lofgreen made a motion to approve the minutes from the September 21<sup>st</sup> regular meeting, with one correction; under item C. Ordinance 2021-03, it should read “Councilmember Peskin made a motion to approve Ordinance 2021-03 as **“presented”**”. The motion was seconded by Councilmember Peskin and carried unanimously.

6. **OLD BUSINESS.**

A. **Update and action as may be required regarding Coronavirus Local Fiscal Recovery Funds (CLFRF).** Mr. Thompson informed Council that Willis Engineering has been out several times in preparation for the renovation of the city’s wastewater treatment plant. This is expected to begin the 2<sup>nd</sup> quarter of next year.

B. **Discussion/Action: Ordinance 2021-05 - An ordinance of the City of Meadowlakes, Texas; Establishing golf course rates and fees for the Hidden Falls Municipal Golf Course; providing for severability and open meeting clauses; providing an effective**

**date; and providing for other related matters.** As drafted, Ordinance 2021-05 will adopt the new rates and fees. The daily play rates will increase by approximately \$5 and the cost of punch cards will also increase; annual memberships and cart fees will not be affected. The Ordinance also gives the City Manager the authority to provide special rates. Also listed in the proposed Ordinance are definitions that were not provided previously. After discussion, Councilmember Lofgreen made a motion to approve Ordinance 2021-05 as presented. The motion was seconded by Councilmember Wise and carried unanimously.

## 7. NEW BUSINESS.

**A. Discussion/Action: Resolution 2021-10 - Appointment of members to the Meadowlakes Building Committee and Planning and Zoning Commission.** On October 31<sup>st</sup>, the terms of several members of the Building Committee and the Planning and Zoning Commission are set to expire. Seeking reappointment to the Building Committee are Bob Henderson and Anthony Sosinski. The term of Joe Summers, who has served for many years as Vice Chairman, is set to expire, however, he has elected not to be reappointed. Seeking appointment to Mr. Summer's place is Mike Shaw. Mr. Thompson recommends the reappointment of Mr. Henderson and Mr. Sosinski and the appointment of Mr. Shaw. Council must confirm these appointments. Mr. Thompson also recommends that Steve Nash, Chairman of the Building Committee, be appointed for an additional two year term as Chairman and that Bob Powers be appointed as Building Committee Vice Chairman. Seeking reappointment to the Planning and Zoning Commission are Jeff St. John and Priscilla Muse. Jerrial Wafer, who has served for many years as Chairman of the Commission, has elected not to be reappointed. His position is currently vacant. Council must appoint members to the Planning and Zoning Commission. It is recommended that Darren Galatas be appointed as Chairman of the Planning and Zoning Commission for a two year term, and Larry Latshaw be reappointed as Vice Chairman for an additional two year term. After discussion, Councilmember Lofgreen made a motion to reappoint/appoint members to the Building Committee and Planning and Zoning Commission as follows:

Building Committee Appointee	Place	Term	Seated/Reappointment
Mike Shaw	1	11/01/2021 to 10/31/2023	Appointment
Bob Powers (Vice-Chair)	2	11/01/2020 to 10/31/2022	Seated
Bob Henderson	3	11/01/2021 to 10/31/2023	Reappointment
Steve Nash (Chair)	4	11/01/2020 to 10/31/2022	Seated
Anthony Sosinski	5	11/01/2021 to 10/31/2023	Reappointment

  

P&Z Appointee	Place	Term	Seated/Reappointment
Jeff St. John	1	11/01/2021 to 10/31/2023	Reappointment
Darren Galatas (Chair)	2	11/01/2020 to 10/31/2022	Seated
Priscilla Muse	3	11/01/2021 to 10/31/2023	Reappointment
Larry Latshaw (Vice Chair)	4	11/01/2020 to 10/31/2022	Seated
Vacant	5	11/01/2021 to 10/31/2023	Reappointment

After discussion, Councilmember Lofgreen made a motion to approve Resolution 2021-10 as presented. The motion was seconded by Councilmember Wise and carried unanimously.

## 8. ANNOUNCEMENTS

The next City Council meeting will be held November 16, 2021.

**9. ADJOURNMENT:** Mayor Bentley adjourned the meeting at 6:38 pm.

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

**Date:** November 16, 2021

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

**Date:** November 16, 2021

**City of Meadowlakes  
Sep-21  
Financial Statements**

Run Date: 11/4/2021

**City of Meadowlakes  
Combined Balance Sheet All Fund  
September 30, 2021**

	General Fund	Debt Service	Utility Fund	Recreation Fund	Total All Funds
<b>ASSETS</b>					
Current Assets					
Checking/Savings	252,682	22,292	832,921	170,249	1,278,144
Other Current Assets	44,974	15,016	182,363	50,669	293,022
Total Current Assets	<u>297,656</u>	<u>37,308</u>	<u>1,015,284</u>	<u>220,918</u>	<u>1,571,166</u>
Fixed Assets	111,980	0	3,873,855	373,687	4,359,522
<b>TOTAL ASSETS</b>	<u><u>409,636</u></u>	<u><u>37,308</u></u>	<u><u>4,889,139</u></u>	<u><u>594,605</u></u>	<u><u>5,930,688</u></u>
<b>LIABILITIES &amp; EQUITY</b>					
Liabilities					
Current Liabilities					
Accounts Payable	8,461	0	73,255	140,071	221,787
Other Current Liabilities	78,577	15,016	334,538	432,107	860,238
Total Current Liabilities	<u>87,038</u>	<u>15,016</u>	<u>407,793</u>	<u>572,178</u>	<u>1,082,025</u>
Total Liabilities	87,038	15,016	407,793	572,178	1,082,025
Equity	322,598	22,292	4,481,346	22,425	4,848,661
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>409,636</u></u>	<u><u>37,308</u></u>	<u><u>4,889,139</u></u>	<u><u>594,603</u></u>	<u><u>5,930,686</u></u>

**City of Meadowlakes**  
**Combined All Fund Profit and Loss**  
**Oct 1, 2020 thur Sept 30, 2021**

	General Fund	Debt Service Fund	Utility Fund	Recreation Fund	Total All Funds
<b>INCOME</b>					
<u><b>Operating Revenues</b></u>					
Utility Income (Water and Wastewater)	\$ -		\$ 1,199,294	\$ -	\$ 1,199,294
Ad Valorem Tax	\$ 468,505	\$ 384,674	\$ -	\$ -	\$ 853,179
Services Rendered-Golfing Complex	\$ -	\$ -	\$ -	\$ 926,690	\$ 926,690
Solid Waste Collection	\$ -	\$ -	\$ 247,681	\$ -	\$ 247,681
Contract Services	\$ 107,120	\$ -	\$ -	\$ -	\$ 107,120
Franchise Fees	\$ 55,730	\$ -	\$ -	\$ -	\$ 55,730
Miscellaneous Income	\$ 23,395	\$ 1,335	\$ 46,869	\$ 25,995	\$ 97,594
<b>Total Operating Revenues</b>	<b>\$ 654,750</b>	<b>\$ 386,009</b>	<b>\$ 1,493,844</b>	<b>\$ 952,685</b>	<b>\$ 3,487,288</b>
<u><b>Non-Operating Revenues</b></u>					
Transfers In from Other Funds	\$ 215,000	\$ 56,000	\$ -	\$ 192,500	\$ 463,500
<b>Total Non-Operating Revenues</b>	<b>\$ 215,000</b>	<b>\$ 56,000</b>	<b>\$ -</b>	<b>\$ 192,500</b>	<b>\$ 463,500</b>
<b>TOTAL REVENUES</b>	<b>\$ 869,750</b>	<b>\$ 442,009</b>	<b>\$ 1,493,844</b>	<b>\$ 1,145,185</b>	<b>\$ 3,950,788</b>
<b>EXPENSES</b>					
Employee Related Expenses	\$ 368,110	\$ -	\$ 396,878	\$ 561,676	\$ 1,326,664
Administrative Expenses	\$ 103,168	\$ -	\$ 43,565	\$ 82,022	\$ 228,755
Public Safety Expenses	\$ 156,655	\$ -	\$ -	\$ -	\$ 156,655
Operational Expenses	\$ -	\$ -	\$ 285,045	\$ 289,616	\$ 574,661
Solid Waste Collection Expense	\$ -	\$ -	\$ 212,474		\$ 212,474
<b>Total Operating Expenses</b>	<b>\$ 627,933</b>	<b>\$ -</b>	<b>\$ 937,962</b>	<b>\$ 933,314</b>	<b>\$ 2,499,209</b>
<b>Net Operating Gain/Loss</b>	<b>\$ (412,933)</b>	<b>\$ 442,009</b>	<b>\$ 555,882</b>	<b>\$ (740,814)</b>	<b>\$ (2,035,709)</b>
<b>NON-OPERATING EXPENSES</b>					
Principal Due on Operating Debt	\$ -	\$ -	\$ -	\$ 66,893	\$ 66,893
Interest Due on Operating Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Due on Bond Debt	\$ -	\$ 405,000		\$ -	\$ 405,000
Interest Due on Bond Interest	\$ -	\$ 25,420		\$ -	\$ 25,420
Transfers Out to Other Funds	\$ 192,500		\$ 271,000	\$ -	\$ 463,500
Capital Expenses/improvements	\$ 17,663	\$ -	\$ 84,630		\$ -
<b>Total Other Expenses</b>	<b>\$ 210,163</b>	<b>\$ 430,420</b>	<b>\$ 355,630</b>	<b>\$ 66,893</b>	<b>\$ 1,063,106</b>
<b>TOTAL FUND EXPENSES</b>	<b>\$ 838,096</b>	<b>\$ 430,420</b>	<b>\$ 1,293,592</b>	<b>\$ 1,000,207</b>	<b>\$ 3,562,315</b>
<b>FUND NET GAIN/LOSS</b>	<b>\$ 31,654</b>	<b>\$ 11,589</b>	<b>\$ 200,252</b>	<b>\$ 144,978</b>	<b>\$ 388,473</b>



**City of Meadowlakes**  
**Combined All Fund Profit and Loss**  
**September 30 , 2021**

	General Fund	Debt Service Fund	Utility Fund	Recreation Fund	Total All Funds
<b>INCOME</b>					
<u><b>Operating Revenues</b></u>					
Utility Income (Water and Wastewater)	\$ -		\$ 108,537	\$ -	\$ 108,537
Ad Valorem Tax	\$ -	\$ -	\$ -	\$ -	\$ -
Services Rendered-Golfing Complex	\$ -	\$ -	\$ -	\$ 79,505	\$ 79,505
Solid Waste Collection	\$ -	\$ -	\$ 20,792	\$ -	\$ 20,792
Contract Services	\$ 8,927	\$ -	\$ -	\$ -	\$ 8,927
Franchise Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ 2,143	\$ 8	\$ 1,142	\$ 97	\$ 3,390
<b>Total Operating Revenues</b>	<b>\$ 11,070</b>	<b>\$ 8</b>	<b>\$ 130,471</b>	<b>\$ 79,602</b>	<b>\$ 221,151</b>
<u><b>Non-Operating Revenues</b></u>					
Transfers In from Other Funds	\$ 17,917	\$ 4,667	\$ -	\$ 16,042	\$ 38,626
<b>Total Non-Operating Revenues</b>	<b>\$ 17,917</b>	<b>\$ 4,667</b>	<b>\$ -</b>	<b>\$ 16,042</b>	<b>\$ 38,626</b>
<b>TOTAL REVENUES</b>	<b>\$ 28,987</b>	<b>\$ 4,675</b>	<b>\$ 130,471</b>	<b>\$ 95,644</b>	<b>\$ 259,777</b>
<b>EXPENSES</b>					
Employee Related Expenses	\$ 32,016	\$ -	\$ 29,180	\$ 31,067	\$ 92,263
Administrative Expenses	\$ 7,182	\$ -	\$ 8,523	\$ 10,033	\$ 25,738
Public Safety Expenses	\$ 12,208	\$ -	\$ -	\$ -	\$ 12,208
Operational Expenses	\$ -	\$ -	\$ 35,674	\$ 32,570	\$ 68,244
Solid Waste Collection Expense	\$ -	\$ -	\$ 17,822		\$ 17,822
<b>Total Operating Expenses</b>	<b>\$ 51,406</b>	<b>\$ -</b>	<b>\$ 91,199</b>	<b>\$ 73,670</b>	<b>\$ 216,275</b>
<b>Net Operating Gain/Loss</b>	<b>\$ (33,489)</b>	<b>\$ 4,675</b>	<b>\$ (91,199)</b>	<b>\$ (57,628)</b>	<b>\$ (177,649)</b>
<b>NON-OPERATING EXPENSES</b>					
Principal Due on Operating Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Due on Operating Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Due on Bond Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Due on Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out to Other Funds	\$ 16,042		\$ 22,584	\$ -	\$ 38,626
Capital Expenses/improvements	\$ 2,882	\$ -	\$ -		\$ -
<b>Total Other Expenses</b>	<b>\$ 18,924</b>	<b>\$ -</b>	<b>\$ 22,584</b>	<b>\$ -</b>	<b>\$ 41,508</b>
<b>TOTAL FUND EXPENSES</b>	<b>\$ 70,330</b>	<b>\$ -</b>	<b>\$ 113,783</b>	<b>\$ 73,670</b>	<b>\$ 257,783</b>
<b>FUND NET GAIN/LOSS</b>	<b>\$ (41,343)</b>	<b>\$ 4,675</b>	<b>\$ 16,688</b>	<b>\$ 21,974</b>	<b>\$ 1,994</b>

***City of Meadowlakes***  
***Condensed General Fund***  
***Profit and Loss***

	Sept 21	Budgeted Sept 21	Oct 20 -Sept 21	Budgeted Oct 20-Sept 21
<b><u>REVENUES</u></b>				
05-4120 · Ad Valorem Tax	-	633	468,505	469,000
Total 05-4121 · Franchise Fees	-	15	55,730	55,800
05-4180 · Liquor Tax	250	-	1,982	1,750
Total 05-4200 · City Bldg. Permits	800	867	10,959	10,875
Total 05-4300 · Judicial	581	625	4,459	4,200
05-4500 · Contract Services-POA Contract	8,927	8,927	107,120	107,125
Total 05-4650-Total Transfers In	17,917	17,917	215,000	215,000
Total 05-4600 · Miscellaneous	512	1,179	5,995	6,000
<b>Total Revenues</b>	<b>28,987</b>	<b>30,163</b>	<b>869,750</b>	<b>869,750</b>
<b><u>EXPENSES</u></b>				
Operating Expenses				
5000 · Administrative Expenses				
Total 5001 · Employee Expenses	32,016	30,128	368,110	369,250
Total 05-5000 · Property Tax Collection Expense	3,230	3,275	12,919	13,100
Total 05-6100 · Professional Services	846	625	30,522	31,775
Total Office Expenses	5,943	1,189	33,013	33,850
Total 5020 · Insurance Expense	-	-	7,248	7,300
Total 5030 · Judicial Expense	640	500	11,376	11,650
Total 5040 · Building and Facility Operation	599	1,250	8,090	8,700
<b>Total 5000 · Administrative Expenses</b>	<b>39,198</b>	<b>36,967</b>	<b>471,278</b>	<b>475,625</b>
6000 · Public Safety				
Total 6010 · Ordinance Enforce/Animal Control	2,625	2,034	30,874	31,500
Total 6030 · Traffic Control	2,996	3,010	31,740	34,525
Total 6050 · Contract Emergency Service	6,587	7,015	94,041	94,150
<b>Total 6000 · Public Safety</b>	<b>12,208</b>	<b>12,059</b>	<b>156,655</b>	<b>160,175</b>
<b>Total Operating Expenses</b>	<b>51,406</b>	<b>49,026</b>	<b>627,933</b>	<b>635,800</b>
<b>Net Operating Gain/Loss</b>	<b>(22,419)</b>	<b>(18,863)</b>	<b>241,817</b>	<b>233,950</b>
Other Expenses				
Total 05-8500 · Transfers Out	16,042	16,042	192,500	192,500
Total 05-8700-Capital Expenditures over \$5,000	2,882	-	17,663	15,000
<b>Total Other Expense</b>	<b>18,924</b>	<b>16,042</b>	<b>210,163</b>	<b>207,500</b>
<b>Total Expenses</b>	<b>70,330</b>	<b>65,068</b>	<b>838,096</b>	<b>843,300</b>
<b><u>NET FUND GAIN/LOSS</u></b>	<b>(41,343)</b>	<b>(34,905)</b>	<b>31,654</b>	<b>26,450</b>

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

	Sept 21	Budgeted Sept 21	Oct 20 - Sept 21	Budgeted Oct 20-Sept 21
Ordinary Income/Expense				
<b><u>INCOME</u></b>				
06-4120 · Ad Valorem Tax	0	3,000	384,674	372,000
06-5440 · Interest Earned on Investments	8	50	1,335	2,420
<b>Total Income</b>	<b>8</b>	<b>3,050</b>	<b>386,009</b>	<b>374,420</b>
<b><u>EXPENSES</u></b>				
06-9100 · 2013 Bond Expense				
06-9150 · 2013 Bond Principal	0	0	405,000	405,000
06-9170 · 2013 Bond Interest Expense	0	0	25,420	25,420
<b>Total 06-9100 · 2013 Bond Expense</b>	<b>0</b>	<b>0</b>	<b>430,420</b>	<b>430,420</b>
<b>Total Expense</b>	<b>0</b>	<b>0</b>	<b>430,420</b>	<b>430,420</b>
<b>Net Ordinary Income</b>	<b>8</b>	<b>3,050</b>	<b>-44,411</b>	<b>-56,000</b>
Other Income/Expense				
Other Income				
06-8200 · Transfer In from Utility Fund	4,667	4,667	56,000	56,000
<b>Total Other Income</b>	<b>4,667</b>	<b>4,667</b>	<b>56,000</b>	<b>56,000</b>
<b><u>NET GAIN/LOSS</u></b>	<b>4,675</b>	<b>7,717</b>	<b>11,589</b>	<b>0</b>

**City of Meadowlakes**  
**Public Works Fund**  
**Profit Loss**

	Sept 21	Budgeted Sept 21	Oct 20 -Sept 21	Budgeted Oct 20-Sept 21
<b>REVENUES</b>				
5010 · Water Revenue	53,705	60,109	543,397	545,000
5020 · Sewer Revenues	54,832	53,917	655,897	656,000
5030 · Garbage Revenue	20,792	20,120	247,681	247,750
5110 · Contract Services	-	-	-	-
5120 · Water Connect Fee Revenue	-	-	5,875	5,875
5130 · Sewer Connect Fee Revenue	-	-	4,625	4,625
5140 · Transfer Fee	200	225	3,025	3,000
5150 · Penalty & Interest Earned	609	667	7,222	7,200
5170 · Miscellaneous Revenues	20	212	23,445	22,500
5200 · Interest earned on Investments	313	170	2,677	2,600
<b>TOTAL REVENUES</b>	<b>130,471</b>	<b>135,420</b>	<b>1,493,844</b>	<b>1,494,550</b>
<b>EXPENSES</b>				
Operating Expenses				
6100 · Employee Expenses				
Total 6110 · Salaries & Wages	20,209	21,558	283,159	288,200
Total 6111 · Other Employee Expenses	8,971	11,608	113,719	114,900
<b>Total 6100 · Employee Expenses</b>	<b>29,180</b>	<b>33,166</b>	<b>396,878</b>	<b>403,100</b>
 Total 6200 · Administrative Expenses	 8,523	 1,410	 43,565	 37,900
 6300 · Operating Expenses				
Total 6301 · Water Treatment Operational Exp	13,706	12,651	111,119	111,700
Total 6302 · Wastewater Operational Expenses	7,968	5,610	89,408	89,800
Total 6303 · Other Operational Expenses	14,000	6,170	84,518	80,800
<b>Total 6303 · Other Operational Expenses</b>	<b>35,674</b>	<b>24,431</b>	<b>285,045</b>	<b>282,300</b>
 Total Operating Expenses	 73,377	 59,007	 725,488	 723,300
 Other Operating Expenses-Garbage Contract	 17,822	 17,350	 212,474	 214,000
<b>TOTAL OPERATING EXPENSES</b>	<b>91,199</b>	<b>76,357</b>	<b>937,962</b>	<b>937,300</b>
 <b>NET OPERATING GAIN/LOSS</b>	 <b>39,272</b>	 <b>59,063</b>	 <b>555,882</b>	 <b>557,250</b>
<b>NON-OPERATING EXPENSES</b>				
Total 8200 · Transfer to Other Funds	22,584	22,620	271,000	271,000
Total 9200 · Capital Improvements & Purchase	-	-	84,630	86,600
<b>TOTAL OTHER EXPENSES</b>	<b>22,584</b>	<b>22,620</b>	<b>355,630</b>	<b>357,600</b>
 <b>TOTAL FUND EXPENSES</b>	 <b>113,783</b>	 <b>98,977</b>	 <b>1,293,592</b>	 <b>1,294,900</b>
 <b>FUND NET GAIN/LOSS</b>	 <b>16,688</b>	 <b>36,443</b>	 <b>200,252</b>	 <b>199,650</b>

**City of Meadowlakes**  
**Condensed**  
**Recreation Fund**  
**Profit Loss**

	Sept 21	Budgeted Sept 21	Oct 20 -Sept 21	Budgeted Oct 20-Sept 21	Sept 20	Oct 19-Sept 20
<b><u>REVENUES</u></b>						
Golf Shop						
Total Membership Dues	13,466	8,382	145,910	140,000	9,573	159,896
Total Golf Related Revenues	58,959	34,645	434,965	401,500	32,797	304,013
Total Merchandise Sales	6,908	5,606	77,614	75,400	5,898	63,122
Total Golf Shop Revenues	79,333	48,633	658,489	616,900	48,268	527,031
Restaurant/Bar Sales						
Tips Paid In	-	-	38,502	38,500	3,703	40,726
Food & Beverage Sales	-	-	152,325	152,350	15,581	186,702
Bar Sales	-	-	77,376	77,400	7,721	86,815
Total Restaurant/Bar Sales	-	-	268,203	268,250	27,005	314,243
Other Income/Transfers In						
Miscellaneous Income	269	89	25,995	25,000	2,407	20,140
Transfer In From Other Funds	16,042	16,042	192,500	192,500	98,058	198,850
Total Other Income/Transfer In	16,311	16,131	218,495	217,500	100,465	218,990
<b>TOTAL REVENUES &amp; TRANSFERS IN</b>	<b>95,644</b>	<b>64,764</b>	<b>1,145,187</b>	<b>1,102,650</b>	<b>175,738</b>	<b>1,060,264</b>
<b><u>EXPENSES</u></b>						
Total Administrative Expense	10,033	5,691	82,022	77,575	7,355	72,099
Pro Shop Expenses						
Employee Expenses						
Employee Salaries	10,103	13,976	121,687	126,900	8,984	127,896
Other Payroll Expenses	2,303	2,994	27,106	28,800	2,327	26,896
Total Employee Expense	12,406	16,970	148,793	155,700	11,311	154,792
Other Expenses						
Miscellaneous Expenses	2,637	793	30,226	28,900	1,067	20,257
Cart Lease Purchase Principal	600	-	55,133	55,100	-	48,960
Inventory Purchased	9,290	4,969	85,165	78,000	6,519	55,753
Total Other Expense	12,527	5,762	170,524	162,000	7,586	124,970
Total Pro Shop Expenses	24,933	22,732	319,317	317,700	18,897	279,762
Grounds Maintenance Expenses						
Employee Expenses						
Employee Salaries	13,364	19,905	170,917	171,200	15,323	153,532
Other Payroll Expenses	5,074	5,600	57,718	58,100	4,909	51,278
Total Employee Expense	18,438	25,505	228,635	229,300	20,232	204,810
Other Ground Maintenance Expenses						
Miscellaneous Expenses	14,559	16,137	71,810	79,275	23,750	86,456
Equipment Lease/Purchase Principal	-	-	11,760	11,800	-	46,386
Total Other Ground Maint. Expense	14,559	16,137	83,570	91,075	23,750	132,842
Total Ground Maintenance Expenses	32,997	41,642	312,205	320,375	43,982	337,652

**City of Meadowlakes**  
**Condensed**  
**Recreation Fund**  
**Profit Loss**

	Sept 21	Budgeted Sept 21	Oct 20 -Sept 21	Budgeted Oct 20-Sept 21	Sept 20	Oct 19-Sept 20
Tennis/Pool Expenses						
Total Tennis Expense	38	582	654	1,600	38	1,305
Total Pool Expense	330	500	330	1,000	22	515
Total Tennis/Pool Expense	368	1,082	984	2,600	60	1,820
Restaurant/Bar Expense						
Employee Expenses						
Employee Salaries	-	-	109,837	109,925	10,648	147,486
Other Payroll Expenses	223	-	74,411	76,600	7,778	85,937
Total Employee Expense	223	-	184,248	186,525	18,426	233,423
Other Restaurant/Bar Expenses						
Supplies	451	-	88,367	93,550	10,224	121,080
Other Miscellaneous Expenses	4,665	271	13,064	9,900	1,455	21,449
	5,116	271	101,431	103,450	11,679	142,529
Total Restaurant/Bar Expenses	5,339	271	285,679	289,975	30,105	375,952
Other Expenses - Building Repairs	-	-	-	29,600	(5,800)	7,042
<b>TOTAL EXPENSES</b>	<b>73,670</b>	<b>71,418</b>	<b>1,000,207</b>	<b>1,037,825</b>	<b>94,599</b>	<b>1,074,327</b>
<b>FUND OPEATING NET GAIN/LOSS</b>	<b>21,974</b>	<b>(6,654)</b>	<b>144,980</b>	<b>64,825</b>	<b>81,139</b>	<b>(14,063)</b>
<b>COST CENTER REVIEWS</b>						
<u><b>Golf Operations</b></u>						
Revenues						
Total Membership Dues	13,466	8,382	145,910	140,000	9,573	159,896
Total Golf Related Revenues	58,959	34,645	434,965	401,500	32,797	304,013
Total Merchandise Sales	6,908	5,606	77,614	75,400	5,898	63,122
Total Golf Shop Revenues	79,333	48,633	658,489	616,900	48,268	527,031
Expenses						
Total Pro Shop Expenses	24,933	22,732	319,317	317,700	18,897	279,762
Total Ground Maintenance Expenses	32,997	41,642	312,205	320,375	43,982	337,652
Total Ground Maint. Expenses	57,930	64,374	631,522	638,075	62,879	617,414
Golf Operations Net Gain/Loss	21,403	(15,741)	26,967	(21,175)	(14,611)	(90,383)
<u><b>Restaurant (F&amp;B) Operations</b></u>						
Revenues						
Tips Paid In	-	-	38,502	38,500	3,703	40,726
Food & Beverage Sales	-	-	152,325	152,350	15,581	186,702
Bar Sales	-	-	77,376	77,400	7,721	86,815
Total Restaurant/Bar Sales	-	-	268,203	268,250	27,005	314,243
Total Restaurant/Bar Expenses	5,339	271	285,679	289,975	30,105	375,952
Restaurnt Operations Net Gain/Loss	(5,339)	(271)	(17,476)	(21,725)	(3,100)	(61,709)

**City of Meadowlakes  
Oct-21  
Financial Statements**

Run Date: 11/10/2021

**City of Meadowlakes**  
**Combined Balance Sheet All Fund**  
**October 31, 2021**

	General Fund	Debt Service	Utility Fund	Recreation Fund	Total All Funds
<b>ASSETS</b>					
Current Assets					
Checking/Savings	270,807	45,167	818,554	151,443	1,285,971
Other Current Assets	20,247	15,016	183,378	50,669	269,310
Total Current Assets	<u>291,054</u>	<u>60,183</u>	<u>1,001,932</u>	<u>202,112</u>	<u>1,555,281</u>
Fixed Assets	110,470	0	3,873,855	372,724	4,357,049
<b>TOTAL ASSETS</b>	<u><u>401,524</u></u>	<u><u>60,183</u></u>	<u><u>4,875,787</u></u>	<u><u>574,836</u></u>	<u><u>5,912,330</u></u>
<b>LIABILITIES &amp; EQUITY</b>					
Liabilities					
Current Liabilities					
Accounts Payable	5,689	0	20,062	101,325	127,076
Other Current Liabilities	79,057	15,016	334,729	440,196	868,998
Total Current Liabilities	<u>84,746</u>	<u>15,016</u>	<u>354,791</u>	<u>541,521</u>	<u>996,074</u>
Total Liabilities	<u>84,746</u>	<u>15,016</u>	<u>354,791</u>	<u>541,521</u>	<u>996,074</u>
Equity	316,779	45,167	4,520,995	33,315	4,916,256
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>401,525</u></u>	<u><u>60,183</u></u>	<u><u>4,875,786</u></u>	<u><u>574,836</u></u>	<u><u>5,912,330</u></u>



**City of Meadowlakes**  
**Combined All Fund Profit and Loss**  
**October 31, 2021**

	General Fund	Debt Service Fund	Utility Fund	Recreation Fund	Total All Funds
<b>INCOME</b>					
<u><b>Operating Revenues</b></u>					
Utility Income (Water and Wastewater)	\$ -		\$ 105,394	\$ -	\$ 105,394
Ad Valorem Tax	\$ 23,044	\$ 18,196	\$ -	\$ -	\$ 41,240
Services Rendered-Golfing Complex	\$ -	\$ -	\$ -	\$ 95,186	\$ 95,186
Solid Waste Collection	\$ -	\$ -	\$ 20,834	\$ -	\$ 20,834
Contract Services	\$ 9,196	\$ -	\$ -	\$ -	\$ 9,196
Franchise Fees	\$ 24,619	\$ -	\$ -	\$ -	\$ 24,619
Miscellaneous Income	\$ 2,312	\$ 13	\$ 22,640	\$ 100	\$ 25,065
<b>Total Operating Revenues</b>	<b>\$ 59,171</b>	<b>\$ 18,209</b>	<b>\$ 148,868</b>	<b>\$ 95,286</b>	<b>\$ 321,534</b>
<u><b>Non-Operating Revenues</b></u>					
Transfers In from Other Funds	\$ 17,917	\$ 4,667	\$ -	\$ 13,792	\$ 36,376
<b>Total Non-Operating Revenues</b>	<b>\$ 17,917</b>	<b>\$ 4,667</b>	<b>\$ -</b>	<b>\$ 13,792</b>	<b>\$ 36,376</b>
<b>TOTAL REVENUES</b>	<b>\$ 77,088</b>	<b>\$ 22,876</b>	<b>\$ 148,868</b>	<b>\$ 109,078</b>	<b>\$ 357,910</b>
<b>EXPENSES</b>					
Employee Related Expenses	\$ 31,312	\$ -	\$ 38,775	\$ 40,371	\$ 110,458
Administrative Expenses	\$ 16,053	\$ -	\$ 22,270	\$ 10,635	\$ 48,958
Public Safety Expenses	\$ 13,297	\$ -	\$ -	\$ -	\$ 13,297
Operational Expenses	\$ -	\$ -	\$ 25,590	\$ 47,181	\$ 72,771
Solid Waste Collection Expense	\$ -	\$ -	\$ 17,974		\$ 17,974
<b>Total Operating Expenses</b>	<b>\$ 60,662</b>	<b>\$ -</b>	<b>\$ 104,609</b>	<b>\$ 98,187</b>	<b>\$ 263,458</b>
<b>Net Operating Gain/Loss</b>	<b>\$ (42,745)</b>	<b>\$ 22,876</b>	<b>\$ (104,609)</b>	<b>\$ (84,395)</b>	<b>\$ (227,082)</b>
<b>NON-OPERATING EXPENSES</b>					
Principal Due on Operating Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Due on Operating Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Due on Bond Debt	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Due on Bond Interest	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out to Other Funds	\$ 13,792		\$ 22,584	\$ -	\$ 36,376
Capital Expenses/improvements	\$ 8,450	\$ -	\$ -		\$ -
<b>Total Other Expenses</b>	<b>\$ 22,242</b>	<b>\$ -</b>	<b>\$ 22,584</b>	<b>\$ -</b>	<b>\$ 44,826</b>
<b>TOTAL FUND EXPENSES</b>	<b>\$ 82,904</b>	<b>\$ -</b>	<b>\$ 127,193</b>	<b>\$ 98,187</b>	<b>\$ 308,284</b>
<b>FUND NET GAIN/LOSS</b>	<b>\$ (5,816)</b>	<b>\$ 22,876</b>	<b>\$ 21,675</b>	<b>\$ 10,891</b>	<b>\$ 49,626</b>

**City of Meadowlakes**  
**Condensed General Fund**  
**Profit and Loss**

	Oct 21	Budgeted Oct 21	Oct 21	Budget Oct 21
<b>REVENUES</b>				
05-4120 · Ad Valorem Tax	23,044	-	23,044	-
Total 05-4121 · Franchise Fees	24,619	-	24,619	-
05-4180 · Liquor Tax	250	-	250	-
Total 05-4200 · City Bldg. Permits	725	-	725	-
Total 05-4300 · Judicial	903	-	903	-
05-4500 · Contract Services-POA Contract	9,196	-	9,196	-
Total 05-4650-Total Transfers In	17,917	-	17,917	-
Total 05-4600 · Miscellaneous	434	-	434	-
Total Revenues	77,088	-	77,088	-
<b>EXPENSES</b>				
Operating Expenses				
5000 · Administrative Expenses				
Total 5001 · Employee Expenses	31,312	-	31,312	-
Total 05-5000 · Property Tax Collection Expense	-	-	-	-
Total 05-6100 · Professional Services	-	-	-	-
Total Office Expenses	6,209	-	6,209	-
Total 5020 · Insurance Expense	7,499	-	7,499	-
Total 5030 · Judicial Expense	500	-	500	-
Total 5040 · Building and Facility Operation	1,845	-	1,845	-
Total 5000 · Administrative Expenses	47,365	-	47,365	-
6000 · Public Safety				
Total 6010 · Ordinance Enforce/Animal Control	3,343	-	3,343	-
Total 6030 · Traffic Control	3,169	-	3,169	-
Total 6050 · Contract Emergency Service	6,785	-	6,785	-
Total 6000 · Public Safety	13,297	-	13,297	-
Total Operating Expenses	60,662	-	60,662	-
Net Operating Gain/Loss	16,426	-	16,426	-
Other Expenses				
Total 05-8500 · Transfers Out	13,792	-	13,792	-
Total 05-8700-Capital Expenditures over \$5,000	8,450	-	8,450	-
Total Other Expense	22,242	-	22,242	-
Total Expenses	82,904	-	82,904	-
<b>NET FUND GAIN/LOSS</b>	(5,816)	-	(5,816)	-

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

	<u>Oct 21</u>	<u>Budgeted Oct 21</u>	<u>Oct 21</u>	<u>Budget Oct 21</u>
Ordinary Income/Expense				
<b><u>INCOME</u></b>				
06-4120 · Ad Valorem Tax	18,196	0	0	0
06-5440 · Interest Earned on Investments	13	0	0	0
<b>Total Income</b>	<u>18,209</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>EXPENSES</u></b>				
06-9100 · 2013 Bond Expense				
06-9150 · 2013 Bond Principal	0	0	0	0
06-9170 · 2013 Bond Interest Expense	0	0	0	0
<b>Total 06-9100 · 2013 Bond Expense</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Total Expense</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Ordinary Income</b>	18,209	0	0	0
Other Income/Expense				
Other Income				
06-8200 · Transfer In from Utility Fund	4,667	0	0	0
<b>Total Other Income</b>	<u>4,667</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b><u>NET GAIN/LOSS</u></b>	<u>22,876</u>	<u>0</u>	<u>0</u>	<u>0</u>

**City of Meadowlakes**  
**Public Works Fund**  
**Profit Loss**

	Oct 21	Budgeted Oct 21	Oct 21	Budget Oct 21
<b>REVENUES</b>				
5010 · Water Revenue	50,477	-	-	-
5020 · Sewer Revenues	54,917	-	-	-
5030 · Garbage Revenue	20,834	-	-	-
5110 · Contract Services	-	-	-	-
5120 · Water Connect Fee Revenue	-	-	-	-
5130 · Sewer Connect Fee Revenue	-	-	-	-
5140 · Transfer Fee	325	-	-	-
5150 · Penalty & Interest Earned	603	-	-	-
5170 · Miscellaneous Revenues	21,358	-	-	-
5200 · Interest earned on Investments	354	-	-	-
<b>TOTAL REVENUES</b>	<b>148,868</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENSES</b>				
Operating Expenses				
6100 · Employee Expenses				
Total 6110 · Salaries & Wages	21,904	-	-	-
Total 6111 · Other Employee Expenses	16,871	-	-	-
<b>Total 6100 · Employee Expenses</b>	<b>38,775</b>	<b>-</b>	<b>-</b>	<b>-</b>
 Total 6200 · Administrative Expenses	 22,270	 -	 -	 -
 6300 · Operating Expenses				
Total 6301 · Water Treatment Operational Exp	18,220	-	-	-
Total 6302 · Wastewater Operational Expenses	3,687	-	-	-
Total 6303 · Other Operational Expenses	3,683	-	-	-
<b>Total 6303 · Other Operational Expenses</b>	<b>25,590</b>	<b>-</b>	<b>-</b>	<b>-</b>
 Total Operating Expenses	 86,635	 -	 -	 -
 Other Operating Expenses-Garbage Contract	 17,974	 -	 -	 -
<b>TOTAL OPERATING EXPENSES</b>	<b>104,609</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>NET OPERATING GAIN/LOSS</b>	 <b>44,259</b>	 <b>-</b>	 <b>-</b>	 <b>-</b>
<b>NON-OPERATING EXPENSES</b>				
Total 8200 · Transfer to Other Funds	22,584	-	-	-
Total 9200 · Capital Improvements & Purchase	-	-	-	-
<b>TOTAL OTHER EXPENSES</b>	<b>22,584</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>TOTAL FUND EXPENSES</b>	 <b>127,193</b>	 <b>-</b>	 <b>-</b>	 <b>-</b>
 <b>FUND NET GAIN/LOSS</b>	 <b>21,675</b>	 <b>-</b>	 <b>-</b>	 <b>-</b>

**City of Meadowlakes**  
**Condensed**  
**Recreation Fund**  
**Profit Loss**

	Oct 21	Budgeted Oct 21	Oct 21	Budget Oct 21	Sept 20	Oct 19-Sept 20
<b><u>REVENUES</u></b>						
Golf Shop						
Total Membership Dues	23,833	-	-	-	22,224	-
Total Golf Related Revenues	63,283	-	-	-	30,643	-
Total Merchandise Sales	8,000	-	-	-	6,646	-
Total Golf Shop Revenues	95,116	-	-	-	59,513	-
Restaurant/Bar Sales						
Tips Paid In	-	-	-	-	3,824	-
Food & Beverage Sales	-	-	-	-	19,365	-
Bar Sales	-	-	-	-	9,151	-
Total Restaurant/Bar Sales	-	-	-	-	32,340	-
Other Income/Transfers In						
Miscellaneous Income	170	-	-	-	4,408	-
Transfer In From Other Funds	13,792	-	-	-	16,042	-
Total Other Income/Transfer In	13,962	-	-	-	20,450	-
<b>TOTAL REVENUES &amp; TRANSFERS IN</b>	<b>109,078</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>112,303</b>	<b>-</b>
<b><u>EXPENSES</u></b>						
Total Administrative Expense	10,635	-	-	-	5,123	-
Pro Shop Expenses						
Employee Expenses						
Employee Salaries	10,294	-	-	-	8,536	-
Other Payroll Expenses	6,742	-	-	-	2,023	-
Total Employee Expense	17,036	-	-	-	10,559	-
Other Expenses						
Miscellaneous Expenses	1,588	-	-	-	2,023	-
Cart Lease Purchase Principal	13,651	-	-	-	12,545	-
Inventory Purchased	7,092	-	-	-	4,302	-
Total Other Expense	22,331	-	-	-	18,870	-
Total Pro Shop Expenses	39,367	-	-	-	29,429	-
Grounds Maintenance Expenses						
Employee Expenses						
Employee Salaries	13,062	-	-	-	12,711	-
Other Payroll Expenses	10,273	-	-	-	4,461	-
Total Employee Expense	23,335	-	-	-	17,172	-
Other Ground Maintenance Expenses						
Miscellaneous Expenses	19,405	-	-	-	3,684	-
Equipment Lease/Purchase Principal	5,407	-	-	-	11,760	-
Total Other Ground Maint. Expense	24,812	-	-	-	15,444	-
Total Ground Maintenance Expenses	48,147	-	-	-	32,616	-
Tennis/Pool Expenses						

**City of Meadowlakes**  
**Condensed**  
**Recreation Fund**  
**Profit Loss**

	Oct 21	Budgeted Oct 21	Oct 21	Budget Oct 21	Sept 20	Oct 19-Sept 20
Total Tennis Expense	38	-	-	-	38	-
Total Pool Expense	-	-	-	-	-	-
Total Tennis/Pool Expense	38	-	-	-	38	-
Restaurant/Bar Expense						
Employee Expenses						
Employee Salaries	-	-	-	-	11,227	-
Other Payroll Expenses	-	-	-	-	7,424	-
Total Employee Expense	-	-	-	-	18,651	-
Other Restaurant/Bar Expenses						
Supplies	-	-	-	-	12,382	-
Other Miscellaneous Expenses	-	-	-	-	583	-
	-	-	-	-	12,965	-
Total Restaurant/Bar Expenses	-	-	-	-	31,616	-
Other Expenses - Building Repairs	-	-	-	-	-	-
<b>TOTAL EXPENSES</b>	<b>98,187</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>98,822</b>	<b>-</b>
<b>FUND OPEATING NET GAIN/LOSS</b>	<b>10,891</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,481</b>	<b>-</b>
<b>COST CENTER REVIEWS</b>						
<u><b>Golf Operations</b></u>						
Revenues						
Total Membership Dues	23,833	-	-	-	22,224	-
Total Golf Related Revenues	63,283	-	-	-	30,643	-
Total Merchandise Sales	8,000	-	-	-	6,646	-
Total Golf Shop Revenues	95,116	-	-	-	59,513	-
Expenses						
Total Pro Shop Expenses	39,367	-	-	-	29,429	-
Total Ground Maintenance Expenses	48,147	-	-	-	32,616	-
Total Ground Maint. Expenses	87,514	-	-	-	62,045	-
Golf Operations Net Gain/Loss	7,602	-	-	-	(2,532)	-
<u><b>Restaurant (F&amp;B) Operations</b></u>						
Revenues						
Tips Paid In	-	-	-	-	3,824	-
Food & Beverage Sales	-	-	-	-	19,365	-
Bar Sales	-	-	-	-	9,151	-
Total Restaurant/Bar Sales	-	-	-	-	32,340	-
Total Restaurant/Bar Expenses	-	-	-	-	31,616	-
Restaurnt Operations Net Gain/Loss	-	-	-	-	724	-

# City of Meadowlakes

## Mayor and Council Communications

**Council Meeting Date:** November 16, 2021

**Council Action Agenda Item:** 6-A-Update on Coronavirus Local Fiscal Recovery Funds

**Date:** November 8, 2021

**From:** Johnnie Thompson, City Manager

---

**Subject:**

The grant writer and the engineering firm are trying to get together this week to have a conference call on the progress of our project. At this time, I have nothing new to report, however, I will give you a live update at your meeting.

In other news, late last month, we received the approximate \$13,600 in FEMA funding for damages we incurred from the February winter storm.

# City of Meadowlakes

## Mayor and Council Communications

**Council Meeting Date:** November 16, 2021

**Council Action Agenda Item:** 6-B-Renovation of Tennis Courts

**Date:** November 8, 2021

**From:** Johnnie Thompson, City Manager

---

**Subject:**

Mr. Lance Cowart and Mr. Ricardo Guillen will address the Council on the need to renovate four of the City's existing tennis courts. Over the past several months, several citizens have expressed concerns about the tennis courts' condition and the need to renovate them to have a playable service. Mr. Cowart has taken the lead on getting estimates for this possible renovation and will address the Council on his discussion with various vendors. Mr. Guillen is one of the leading tennis coaches in the area. He gives lessons at our tennis courts to numerous local high school students and residents and will be present to brief you on the usage of the courts.

Initially, there were six tennis courts; only four are currently in service; one of the two courts not utilized is where the golf cart storage barn was built. The other is in such poor condition that it is impractical to be renovated. The courts were built in the early '70s and consisted of an asphalt overlay on a compacted base. To the best of my knowledge, the only maintenance to the courts has been resurfacing. In general, the recommended repairs consist of overlaying the four courts currently in service with approximately two (2) inches of new asphalt, after which a new coating system would be applied.

Mr. Cowart solicited estimates for the renovation of the courts, and the costs ranged from around \$35,000 to nearly \$50,000 without the asphalt overlay. However, since no specifications had been developed for the project, a relatively broad scope of work was proposed.

One of the firms contacted for an estimate was CourTex Construction, Inc. of Leander, which submitted the lowest estimate. This firm is an authorized vendor of BuyBoard, which streamlines the procurement process for the City. (BuyBoard is a national purchasing cooperative that does a lot of the leg work for us. In general, by awarding a contract via BuyBoard, we meet all State requirements for competitive bidding since BuyBoard has solicited, analyzed, and makes award recommendations based on a competitive procurement.)

I requested a firm quote from CourTex via BuyBoard pricing, and their quote for the renovation of all four existing in use courts, including the installation of four permanent



pickleball net systems on one of the courts, was \$34,750 with a \$3,000 deduction if the courts are overlaid with new asphalt.

To minimize the expense of the courts' asphalt overlay, we will solicit the help of Burnet County. As you may recall, the County can provide up to \$15,000 of in-kind assistance to the City each fiscal year. We have utilized the County's assistance in installing golf cart paths and enlarging the restaurant/Proshop parking lot and other various projects. Last year, they assisted with drainage improvements and paving of the driveway at the wastewater treatment plant site. The County provides the labor and machinery, and the City is responsible for all materials used. It is estimated that the cost of the asphalt to overlay the courts would be approximately \$12,000; due to fluctuating oil prices, this cost could increase.

In addition to the cost associated with the renovation of the courts, we will likely have some additional cost related to fence repairs and restoration of damaged turf caused by the asphalt overlay process. Please find below a draft budget for this project:

Court Renovation by outside vendor (deduction taken)	\$31,750
Materials for Asphalt Overlay	\$12,000
Fence and Turf Repairs	\$ 2,500
Contingencies/Windscreen	\$ 3,750
Estimated Renovation Costs	\$50,000

Funding for this project would have to be derived from the Recreation Fund. The Fiscal Year 2022 budget reflects \$45,500 in Capital Projects funds budgeted for course/facility upgrades and renovations. However, no specific project was approved when the budget was adopted. The funds were budgeted in a manner to allow the Council to decide at a future date how to utilize them. Should you approve renovating the tennis courts as proposed, these uncommitted funds would cover most associated costs. The remaining shortage (\$4,500) would partially come from the \$3,000 currently budgeted for the tennis court repairs and the remaining \$1,500 from other sources within the Recreation Fund's budget.

**Recommendation:**

Staff recommends the following:

- Authorizing the City Manager to enter into a contract for the resurfacing of the tennis courts with CourTex Construction, Inc. of Leander for \$31,750 (the original bid price, less deduction for asphalt overlay.)
- Authorize the utilization of \$45,500 in uncommitted Capital Project funds and other Recreation funds to fund the tennis court renovation project.
- Authorize the City Manager to contact Burnet County regarding the proposed project and begin the process of entering into an interlocal agreement with them for the required overlay of the tennis courts.

# City of Meadowlakes

## Mayor and Council Communications

**Council Meeting Date:** November 16, 2021

**Council Action Agenda Item:** 7-A-Reduction in Sewer Rate

**Date:** November 9, 2021

**From:** Johnnie Thompson, City Manager

---

**Subject:**

Council member Drummond requested that this item be added to the agenda for a discussion on reducing the current sewer rate. As you may recall, we increased the sewer rate by \$10 per month in October of 2020. This was to provide an adequate funding stream for improvements to the sewage system and assist with funding the Recreation Fund.

The planned sewer treatment plant renovations for fiscal year 2021 were delayed, for unforeseen issues. We have retained an engineering firm to assist with the renovation and plan to utilize Coronavirus Local Fiscal Recovery Funds (CLFRF) for these repairs and renovations. In addition, additional funding for the Recreation Fund may not be required with retaining an operator to manage and operate the restaurant and the increase in revenues generated from golf operations.

The Utility Fund had a net gain of approximately \$200,000 in fiscal year 2021 and is currently budgeted to have a net gain of about \$84,000 for fiscal year 2022.

The \$10 per month increase in sewer rates in 2020 generated approximately \$110,000 in additional revenues.

**Recommendation:**

I would suggest that you consider reducing the existing \$57 per month sewer rate by \$5 per year, effective January 1, 2022. The rate decrease would decrease the Fund's income by about \$44,000, just over half of the budgeted net gain for the fiscal year. At this time, we have several unknowns, such as the cost of repairs and renovations of the sewer treatment plant and the receiving of the second installment of CLFRF funds.

If you elect to reduce the sewer rates as recommended, additional action in the form of a resolution will have to take place in December.

# City of Meadowlakes

## Mayor and Council Communications

**Council Meeting Date:** November 16, 2021

**Council Action Agenda Item:** 7-B-Agreement to Participate in the  
Burnet County Hazard Mitigation Plan  
Update

**Date:** November 8, 2021

**From:** Johnnie Thompson, City Manager

---

**Subject:**

In 2000, the Federal Emergency Management Agency (FEMA) mandated that all local jurisdictions have a FEMA-approved Hazard Mitigation Plan in place as a condition to be eligible for certain FEMA mitigation funds. The first Plan had to be in place by the end of 2004. The City and other local jurisdictions entered into an agreement with the Texas Colorado River Floodplain Coalition (TCRFC) to develop a basin-wide multi-jurisdictional Hazard Mitigation Plan, which was adopted by the Council. A conditioned place on the Plan was that it had to be reviewed and updated every five (5) years, and it was updated in 2009 and 2011 by the TCRFC. The Council approved the last updated Plan in 2016.

The TCRFC no longer offers the service of the development or updating hazard mitigation plans; thus, the development has fallen back on local entities such as ours. To minimize the cost of the preparation of the mitigation plan, Burnet County has taken the lead role in developing the Plan for 2021 and has retained the required consultants.

The County has applied to the Texas Department of Emergency Management (TDEM) for a grant to fund the update of the County's (which includes Meadowlakes) Hazard Mitigation Plan (Plan). The attached interlocal agreement addresses our participation in the County's Hazard Mitigation Plan and assistance in funding the Plan's development. The interlocal provides that the City provide \$5,000 in matching funds for funding a portion of the cost associated with the Plan's development.

The Plan's total cost is approximately \$110,000, of which the County's share would be about \$70,000, with the remaining \$35,000 funded by the seven cities in the County. As mentioned above, the County is applying for a grant from TDEM for assistance in funding the Plan's development. I understand that the grant being applied for would provide about 75% of the necessary funding for the development of the Plan. If the grant is obtained, our cost for the Plan development would be around \$1,250.

**Recommendation:**

Staff recommends that the Council approve the interlocal agreement as drafted with Burnet County. While the current adopted budget does not provide funding for our portion of the cost associated with the Plan, funding would be available due to the deletion of parking lot improvements budgeted for City Hall. The improvements to the City Hall's parking lot were contingent on the County providing the machinery and labor; however, should those efforts be directed to the renovation of the tennis courts, we would have to delay the renovation/repairs to the parking lot at City Hall until the fiscal year 2022.

**Attachment:**

Intergovernmental Agreement between Burnet County and the City of Meadowlakes

**THE STATE OF TEXAS   §**

**INTERGOVERNMENTAL AGREEMENT  
Pursuant to the Interlocal Cooperation Act  
Texas Government Code, Chapter 791**

**BURNET COUNTY           §**

This AGREEMENT is made between BURNET COUNTY, TEXAS, hereinafter referred to as the COUNTY, acting through its Commissioners Court, and the CITY OF MEADOWLAKES, TEXAS, hereinafter referred to as the PARTICIPANT, acting through its City Council, as authorized by Texas Government Code Chapter 791 which authorizes local governments to enter into contracts for governmental functions and services to increase efficiency and effectiveness.

The COUNTY is applying for FEMA grant funds, hereinafter referred to as the GRANT, administered by the Texas Department of Emergency Management (TDEM). The GRANT will be used to update a countywide Hazard Mitigation Action Plan, hereinafter referred to as the PLAN. The approved Hazard Mitigation Action Plan will be effective for five (5) years and will include the County and Participants. The term of this Agreement shall be from the date of the PARTICIPANT'S execution of this Agreement until the GRANT is administratively closed by TDEM. Either party may terminate this Agreement with thirty (30) days written notice to the other party, except such early termination shall not relieve the PARTICIPANT from any local matching funds commitment and payment terms addressed below.

Parties agree that the COUNTY shall:

1. Serve as the primary participant and contact in all matters pertaining to the GRANT and the conduit for communication between itself, the PARTICIPANT, and TDEM.
2. Endeavor to execute its GRANT responsibilities in a timely and efficient manner.
3. Be the repository of all receipts and documentation pertinent to the GRANT and furnish such to TDEM upon its request.
4. Ensure that the PARTICIPANT shall not be responsible for any GRANT-related costs without the PARTICIPANT's written approval.
5. Provide a draft of the PLAN for review and comment by PARTICIPANT'S Local Planning Team members during the planning process and prior to COUNTY submittal of the PLAN to TDEM.

Parties agree that the PARTICIPANT shall:

1. Be an additional participant in the PLAN.
2. Cooperate in a timely manner with COUNTY requests to provide information needed to fulfill the COUNTY'S obligations under the GRANT and to complete the PLAN.
3. Designate one or more Local Planning Team members to participate in the development of the PLAN and to update the PARTICIPANT of progress.

4. Provide \$ 5,000 in local matching funds to the COUNTY within sixty (60) days of such request by the COUNTY, to be used toward GRANT activities. COUNTY shall reimburse PARTICIPANT contracted amount upon receipt of GRANT funds.

This Agreement constitutes the entire Agreement between the parties with regard to the GRANT and may not be modified except as agreed by the parties in writing. The parties further agree that any GRANT funds provided by the COUNTY are without warranty of any kind to the PARTICIPANT or any third party, and that to the extent allowed by law the PARTICIPANT shall hold harmless the COUNTY, its officers, agents, and employees from any and all loss, damage, cost demands, or causes of action of any nature or kind for loss or damage to property, or for injury or death of any person, arising in any manner from the performance of GRANT activities. Nothing herein shall be construed to create any rights in third parties.

EXECUTED BY:

BURNET COUNTY, TEXAS

CITY OF MEADOWLAKES

\_\_\_\_\_  
JAMES OAKLEY  
COUNTY JUDGE

\_\_\_\_\_  
MARK BENTLEY  
MAYOR

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

ATTEST:

ATTEST:

\_\_\_\_\_  
JANET PARKER  
COUNTY CLERK

\_\_\_\_\_  
JOHNNIE THOMPSON  
CITY MANAGER

# City of Meadowlakes

## Mayor and Council Communications

**Council Meeting Date:** November 16, 2021

**Council Action Agenda Item:** 7-C-December 2021 Meeting Date

**Date:** November 8, 2021

**From:** Johnnie Thompson, City Manager

---

**Subject:**

As you may recall, we had a brief discussion last month about the possibility of moving the December meeting date to another date because it is currently scheduled for the week of Christmas. This item was added to your agenda to allow you to change the meeting date should you desire.

**Recommendation:**

I would suggest that the meeting be moved to either Monday, December 13<sup>th</sup> or Tuesday, December 14<sup>th</sup> at an earlier time. The POA has its regularly scheduled meeting on the 14<sup>th</sup> at 7:00 p.m.

# City of Meadowlakes

## Mayor and Council Communications

**Council Meeting Date:** November 16, 2021

**Council Action Agenda Item:** 7-D-Resolution 2021-11-Casting of Votes  
for BCAD Board of Directors

**Date:** November 8, 2021

**From:** Johnnie Thompson, City Manager

---

**Subject:**

The Board of Directors of the Burnet Central Appraisal District (BCAD) is elected at large by the governmental entities within the County. The number of votes an entity receives is based on the taxing entities' share of the total appraised value of the County. Based on this calculation, the City of Meadowlakes is entitled to cast 34 votes. There are 5,000 votes to be cast, of which the two-school districts and the County are entitled to cast just under 4,300. The remaining approximate 700 votes are divided among the other cities in the County and Lampasas ISD.

You may cast all votes for one candidate or divide them among them as you desire; all candidates are seated members of the Board of Directors of the BCAD and are seeking reelection to the Board.

**Attachments:**

Resolution 2021-11  
Letter from BCAD Chief Appraiser



**City of Meadowlakes**  
**RESOLUTION NUMBER 2021-11**  
**November 16, 2021**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF  
MEADOWLAKES, BURNET COUNTY, TEXAS, CASTING ITS VOTES TO  
ELECT DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT  
FOR THE YEAR 2022-2023.**

**WHEREAS**, the Burnet Central Appraisal District is governed by a five-member board of directors serving two-year terms; and

**WHEREAS**, in compliance with SB 621, Section 6.03 (g) requires that each taxing unit is entitled to vote, cast their vote by resolution, and to submit it to the Chief Appraiser of the Burnet Central Appraisal District by December 15, 2021.

**WHEREAS**, the Chief Appraiser has determined that the City of Meadowlakes is entitled to cast 34 votes.

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

**Section 1.      Casting of Votes**

The City Council of the City of Meadowlakes cast its votes as so stated on the official ballot of the Burnet County Appraisal District as hereby attached as Attachment "A."

**Section 2.      Public Notices and Open Meeting**

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

**Section 3.      Effective Date**

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

**PASSED AND APPROVED on this the 16th day of November 2021.**

\_\_\_\_\_  
Mark Bentley, Mayor

Attested:

\_\_\_\_\_  
Evan Bauer, City Secretary

**BURNET CENTRAL APPRAISAL DISTRICT  
P. O. BOX 908 / 223 SOUTH PIERCE  
BURNET, TEXAS 78611  
PHONE (512) 756-8291  
FAX (512) 756-7873**

October 25, 2021

City of Meadowlakes  
177 Broadmoor, Suite A  
Meadowlakes TX 78654

Dear Mayor:

The enclosed Official Ballot and Resolution are submitted for the purpose of selecting the Board of Directors for the Burnet Central Appraisal District for 2022 – 2023. The ballot and resolution must be returned to the Appraisal District Office by December 15, 2021.

Should you have any questions regarding this ballot and resolution, or if I may be of any assistance in this process, please let me know.

Sincerely yours,

  
Stan Hemphill  
Chief Appraiser

Enclosure: Official Ballot & Resolution

# Attachment "A"

## OFFICIAL BALLOT

City of Meadowlakes

TO ELECT

BOARD OF DIRECTORS FOR THE BURNET CENTRAL APPRAISAL DISTRICT  
FOR THE YEAR 2022 – 2023

**DIRECTIONS:** Please enter the number of votes cast in the blank space opposite the name of the candidate. You may cast all of your votes for one candidate, or you may divide your votes among any number of candidates that you desire. **You have 34 total votes you may cast.**

NAMES OF CANDIDATES	NUMBER OF VOTES
BROADWAY, GENE	
JONES, BRUCE	
KITHIL, DAVE	
OOSTERMEYER, DARLENE	
THURMAN, PHILIP	