

# **City of Meadowlakes**

## **AGENDA**

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### **Special Called City Council Meeting**

Meadowlakestexas.org

5:00 p.m.

March 26, 2020

This meeting will be conducted utilizing a videoconferencing tool. City Council member, staff and citizens will participate via audio only. Instructions and direct links to view the meeting or speak during citizens comment can be found at meadowlakestexas.org

To participate in the citizens comment, please submit your questions or comments 10 minutes prior to the beginning of the meeting utilizing the online form found on the City's web page. Your questions or comments will be read aloud and entered into the minutes of the meeting. The virtual conference meeting will start approximately 10 minutes prior to the meeting which will begin at 5:00 p.m.

#### **1. CALL TO ORDER AND QUORUM DETERMINATION**

#### **2. CITIZEN COMMENTS**

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

- A. Minutes of the prior Council Meetings/Workshops
- B. February 2020 Financial Statements

#### **4. NEW BUSINESS**

- A. Discussion/Action – Resolution 2020-02 – Approval of the Fiscal Year 2019 Audit Report – Thompson
- B. Discussion/Action - Resolution 2020-03 - CONSENTING TO CONTINUE A DECLARATION OF LOCAL STATE OF DISASTER IN RESPONSE TO CONCERNS RELATED TO THE CORONAVIRUS DISEASE 2019 (COVID-19) FOR A PERIOD OF MORE THAN SEVEN DAYS – Thompson
- C. Discussion/Action – Ordinance postponing the General Election to be held on 2<sup>nd</sup> day of May 2020, for the purposed of electing two members and the Mayor for the City of Meadowlakes – Thompson
- D. Discussion/Action – Ordinance allowing the City Manager as the Chief Building Official of the City to temporarily approve building permits. - Thompson

## 5. 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 will be available for viewing at the City's website: [meadowlakestexas.org](http://meadowlakestexas.org)*

### THE PUBLIC IS INVITED TO CITY COUNCIL MEETINGS

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 March 23, 2020 at 3:00pm 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/ 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.
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# City of Meadowlakes

## Mayor and Council Communication

**COUNCIL ACTION:** -Consent Items

**DATE:** March 10, 2020

**REFERENCE:** Consent Items

**Council Meeting Date:** Special Meeting - March 26, 2020

**AGENDA ITEM:** Consent Items

**FROM:** Johnnie Thompson, City Manager

Approved by Counsel: No

### **Background:**

Please find accompanying this Memo a draft copy of the minutes from your February 18, 2020 Council meeting. Should you have any questions or suggested changes, please contact City Secretary Evan Bauer.

In addition to the minutes, you will find attached a copy of the February 2020 financial statements. I will briefly review with you below. Should you have any questions, please feel free to contact me.

### **February 2020 Financial Statements Review**

In February, both the General Fund and the Public Works Fund ended the month very close to, or exceeded, their targeted budget amounts for the month. While the Recreation Fund retail income is very near those budgeted for the month, prepaid golf (Membership Dues) is down considerably. I'll briefly review each Fund for you below:

#### **General Fund**

**Cash on Deposit** – In February, the General Fund saw its cash on deposit increase about \$20,000 over that on deposit at the end of January 2020. The Fund's cash on deposit at the end of February failed to meet its target by about \$32,000 (6.3%), which is due to a temporary loan to the Recreation Fund made earlier in the fiscal year.

#### **Profit and Loss**

**Revenues** – The General Fund revenues for February were approximately \$2,800 less than budgeted for the month. Most revenue streams for the Fund met or exceeded their targeted budgets except for Ad Valorem tax income which was about \$7,400. While total revenues did not meet their targeted amounts for the month, all revenue streams have met or exceeded their year-to-date targets. Year-to-date revenues for the Fund were about 2% greater than their budget targets.

**Expenses** – The General Fund's February operating expenses ended the month just under \$1,000 greater than budgeted for the month bringing year-to-date expenses to

about 9.2% (approximately \$24,000) less than budgeted. All major expense line items are less than budgeted.

**Operating Net Gain/Loss** – February's net operating gain was nearly \$5,300, about \$3,700 less than budgeted for the month, however, the Fund's year-to-date net gain was about \$33,500 greater than budgeted.

**Transfers to Other Funds** – No funds were transferred out in February, only \$16,000 of the budgeted \$50,000 for renovations and repairs have been transferred to the Recreation Fund to date.

**Fund Net Gain/Loss** – The Fund's net gain for February was just under \$11,600, which is about \$3,700 less than its budgeted target for the month. The Fund's net gain for the year-to-date is over \$259,000, approximately \$67,500 greater than budgeted. A large portion of net gain can be contributed about \$34,000 in funds scheduled to be transferred to the Recreation Fund for renovations and repairs that have not been transferred.

**Cash Flow** – The Fund had a positive cash flow of approximately \$19,000 in February bring the year-to-date positive cash flow to just over \$226,000.

**Disbursements** – The vast majority of the disbursement in February were the normal recurring ones except for the two listed below:

Ck. #15994-Central Texas Water Coalition-\$1,000-annual dues

Ck. \$15998-Capital Area Metro Planning Organization-\$460-annual dues

**Debt Service Fund** – The Debt Service Fund had about \$28,000 more cash on deposit than it did at the end of February last year and is very close to its budget target. The Fund's income, while being less than budgeted for the month, exceeds those budgeted for the year-to-date. The Fund had no disbursement so far this fiscal year, however, we did make an interest payment on our outstanding bonds on March 1; an additional principal and interest payment are due on September 1.

## **Public Works Fund**

**Cash on Deposit** – The Public Works Fund had about \$9,600 more cash on deposit at the end of February than it did at the end of January and had about \$83,000 more on deposit than its targeted amount for the end of February. The Fund had about \$76,000 less on deposit than it did at the end of February last year.

### **Profit & Loss**

**Revenues** – February's revenues for the Public Works Fund exceeded its targeted budget by about \$3,000, bringing the year-to-date revenues to about \$41,000 greater than those budgeted for the period. Two main revenue streams contributed to the increase in revenues, one being increased revenues from water sales, which are about \$30,000 higher than those budgeted, and the second being income from new connections, which exceed its targeted budget by just over \$12,000. You may note a negative posting with penalty and interest earned; this is due to the write-off penalties billed in error to old accounts. The auditors found the mistake and recommended the write-off of the penalties.

**Expenses** – February's expenses ended the month about \$5,800 less than budgeted, which brings the Fund's year-to-date expenses to about \$32,000 less than budgeted. Two main expense line items are the main contributors to the reduction in expenses for the year, one

being the cost associated with the renovation of the City water treatment plant, and the second being \$10,000 in capital purchases that were not purchased. Employee related expenses for the month, while being slightly below those budgeted, have exceeded its budgeted amount by about \$8,000, due partially to finalizing expenses related to the City's recently retired public works director, as well as labor expense associated with the renovation of the restaurant building.

**Operating Net Gain/Loss** – The Fund had a net operating gain of over \$24,000 in February, bringing the net gain for the year-to-date for the Fund to nearly \$93,300, about \$73,000 more than budgeted.

**Transfers to Other Funds** - Each month, the Fund transfers \$18,625 out to various City Funds. The General Fund, Recreation Fund, and the Debt Service Fund each receive these funds.

**Fund Net Gain/Loss** – The Fund's net gain for the month was just over \$5,700 (a loss of \$2,700 was budgeted), and the Fund's year-to-date net gain was for the month was \$200 when a net loss of over \$73,000 was budgeted.

**Cash Flow** – The Fund had a positive cash flow of nearly \$9,600, about \$6,600 more than budgeted for the month, which brings the year-to-date positive cash flow for the Fund to a little over \$11,000 when a negative cash flow over \$70,000 was budgeted.

**Disbursements** – Most of the Funds disbursements for February were the normal recurring ones, with the exception to check #17499 issued to Dustless Blasting TX, LLC, for \$2,160, which was for blasting of the interior of the water plant under renovation.

**Recreation Fund** – The Recreation Fund outlook is looking up slightly, with retail income being very near or above that budgeted for February and somewhat greater than those of February last year. The main revenue stream that is affecting the profitability of the Fund is the lost revenue from membership dues, which is 53% less than budgeted for February, and total membership dues are down about 26% revenues for the year-to-date. Retail golf revenues are up to some degree. However, they are not adequate to generate the lost income from decrease membership revenues. Staff has been good at reducing expenditures as much as possible, but the Fund has operated at a loss so far this fiscal year. February's expenditures ended about \$30,000 less than budgeted, of which is \$10,000 that was budgeted expenses related to building renovations that were not completed during the month.

**Cash on Deposit** – The Fund's cash on deposit was about \$4,600 greater than at the end of January. Please note that the General Fund has made a total of \$35,000 in temporary loans to the Recreation to date.

### **Profit & Loss**

**Revenues** – As mentioned above, the Fund's total February operating revenues were less than budgeted for the month. The Fund generated about \$6,700 fewer revenues than were budgeted for the month, all of which contributed to decreased revenues from membership dues. The Fund's year-to-date operating revenues are about \$30,000 less than budgeted again almost entirely due to reduced membership revenues. While Golf Shop revenues exceeded those budgeted for the month by about 12%, its year-to-date revenues were about 4% less than budgeted. Food and Beverage income for the month is a little misleading due to a change in how tips paid-in are booked in the financial statements. We are now booking them as a revenue stream with a corresponding payroll expense.

**Operating Expenses** – The Fund's operating expense for February was approximately \$13,000 less than budgeted with all major expense line items ending the month below their budgeted

targets. The Fund's operating expenses for the year-to-date are roughly \$47,000 less than budgeted with Food and Beverage expenses being the only major expense category exceeding its budgeted target. (Please note that operating expenses do not reflect Building and Renovation expenses)

**Operating Net Gain/Loss** – The Fund had a net operating gain of nearly \$9,800 in February, which is the largest net gain for any month this fiscal year so far. While the Fund did have a net operating gain in February, it has a net loss of about \$16,000 for the fiscal year to date, and factoring in Building and Renovation expenses the Fund's net loss for the year-to-date is just over \$25,350.

**Building Renovation/Equipment Repair** – In February, of the \$16,000 transferred into the Fund from the General Fund, approximately \$15,000 has been utilized (about \$9,200 for building renovations and around \$5,500 for major equipment repairs.)

**Fund Net Gain/Loss** – The Recreation Fund ended the month of February with a net gain of nearly \$9,800, about \$6,000 more than budgeted for the month. The Fund has experienced a net loss of over \$25,000 for the fiscal year to date, \$22,000 more than budgeted.

**Review of Golf Operations** – As mentioned previously, revenues generated from the retail operations of the golf course were greater than those budgeted for February. However, Membership dues continued to follow the trend as past months and were down considerably. Year-to-date retail revenues exceed those budgeted by \$15,000, and if you factor in Membership Dues, the revenues from Golf Operations have lost over \$35,000 so far this fiscal year.

Golf related expense both for the month and year-to-date ended their respective periods by about \$2,000 less than their targeted budgets for the periods.

Golf Operations experience a net loss of just over \$400 (a net gain of \$4,920 was budgeted) in February and has experienced a net loss of over \$35,500 for the year, compared to a net gain of nearly \$10,000 in February of last year. Golf Operations had lost of over \$42,500 for the year-to-date when a net gain of over \$35,000 was budgeted; last year at this time, Golf Operations had a net gain in excess of \$42,000. Golf Operations, in prior years, always generate more than adequate income to cover its operating costs.

**Food and Beverage Operations** – F&B operations lost about \$3,800 in February, about \$3,100 more than budgeted for the period, and has experienced a loss of nearly \$26,000 so far this fiscal year. F&B revenues ended February very near those budgeted for the month, while F&B revenues have exceeded its budget for the year-to-date by about \$5,000. F&B revenues were about \$22,000 greater than for the same period last fiscal year. F&B expenses for February exceed those budgeted by about \$2,700 and are entirely due to the cost of renewal of our liquor license, and year-to-date expenditures are within \$1,000 of those budgeted for the period.

**Disbursements** – The vast majority of the Fund disbursements in February were the normal recurring ones with the following exceptions.

Ck. #3278-Burnet County Tax Assessor for \$750, which was for the renewal of our liquor license.

### **Recommendation:**

I would recommend the approval of the minutes of your February meeting as well as the February financials as presented.

# **City of Meadowlakes**

## **Stated Meeting Minutes**

### **February 18, 2020**

The City Council of the City of Meadowlakes held its Regular Meeting at Meadowlakes Municipal Building in Totten Hall on February 18, 2020, beginning at 6:00 pm in accordance with the duly posted notice of said meeting.

#### **Present:**

Mary Ann Raesener, Mayor  
Mike Barry, Councilmember  
Barbara Peskin, Councilmember  
Jerry Drummond, Councilmember  
Eddie Wise, Councilmember  
Gerry Mason, Councilmember

#### **Staff:**

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

1. **CALL TO ORDER AND QUORUM DETERMINATION.** Mayor Raesener called the meeting to order at 6:00 pm and announced the presence of a quorum.
2. **PLEDGE OF ALLEGIANCE AND PRAYER.** Mayor Raesener led Council and guests in the Pledge of Allegiance. Councilmember Mason led the Council and guests in prayer.
3. **CITIZEN COMMENTS.**

Resident Kathy Losue discussed the possibility of having an annual or semiannual garage sale within Meadowlakes for its residents. She said several residents regarding this had contacted her and she said that she would be willing to serve on a committee if one is appointed.

Resident Georgina Christy voiced her opposition to the possibility of Meadowlakes having a garage sale for its residents.
4. **MONTHLY STANDARD LIVE REPORTS:** The following live reports were given by staff:
  - A. **Current Operations and Consent items.** Mr. Thompson briefed Council on operations, as well as consent items as follows:
    1. **Water treatment plant renovation** –Mr. Thompson reported that the current budget allocated \$135,000 for water treatment plant repairs and maintenance. Of this amount, approximately \$110,000 was earmarked for the renovation of two of the City's three water treatment trains. As discussed in prior Council meetings, due to some unexpected cost, only one of the two plants scheduled to be renovated would be done this fiscal year. Staff anticipates that the plant currently under renovation should be back online by the end of March. The estimated cost for the renovation of this plant is \$70,000. Mr. Thompson reported that the other plant originally scheduled to be renovated this fiscal year recently developed the same issue as the one currently being renovated, and its renovation could not be

delayed until the next fiscal year. The cost of renovating the second plant is expected to be around \$60-\$65,000. Mr. Thompson advised that he believes adequate funds are available to cover the cost of renovating the second plant, however, a budget amendment may be required in the future.

2. **Flood Control Pond** – Currently, city staff is looking into economical ways to aerate this pond.
3. **Ordinance & Animal Control** – The City’s Ordinance/Animal Control officer was reasonably busy in January. In addition to responding to 20 calls, he issued 99 violation notices, mostly related to visible trash cans and sign ordinance violations. He also issued 22 warning tickets and three warning notices. He also issued one citation for allowing a dog to run at large.
4. **Patrol Activity Report** - Our patrol officer logged 70 hours and 263 miles. He issued four speeding tickets, all for 38-mph in a 25-mph zone. Also issued were one written and four verbal warnings.
5. **Building Committee Report** –  
Currently have 15 open building permits. The Building Committee issued the following permits:

5 New Homes:	441 St. Andrews
	313 Firestone
	311 Firestone
	353 Meadowlakes
	320 Firestone
2 Deck	
1 Remodel	
5 Fence	
1 Arbor	
1 Playscape	
1 Flatwork	

**B. Golf Course & Food and Beverage** – David Klotz reported that Hidden Falls recently hosted the MFHS girls golf tournament as well as the annual Super Bowl scramble. The Mission Marble Falls fundraiser tournament and Central Texas Ladies Golf Association are on the books for March. To date this year, approximately \$12,200 in punch cards have been sold, which results in additional revenue. Mr. Klotz reported that the restaurant would be updating its menu starting March 1.

## 5. CONSENT ITEMS:

- A. January regular meeting minutes – Evan Bauer, City Secretary
- B. January financial statements – Johnnie Thompson

After discussion, Councilmember Mason made a motion, which was seconded by Councilmember Wise, to approve the consent item as presented. The motion carried unanimously.



## 6. OLD BUSINESS: None

## 7. NEW BUSINESS:

- A. **Discussion/Action: Cats roaming at large.** At the January council meeting, a resident raised concerns about cats roaming at large and defecating on her property. Meadowlakes' City Ordinance states that pets may not leave the lot line unless under the restraint of a leash. Staff advised that the City's ordinance concerning this issue is very similar in wording to surrounding cities. However, it is challenging to keep a cat restrained to one's lot because, unlike a dog, a cat does not have to be kept on a leash. In order to remedy this issue, residents will need to have documentation (photos) to prove there is a violation, and then file a formal written complaint with the City Secretary. The cat's owner will then be given a written warning, and if the issue persists, a citation will be issued.
- B. **Discussion/Action: Consideration of a citywide garage sale.** A general discussion was held among staff and the Council regarding a possible citywide garage sale. It was noted that deed restrictions in Meadowlakes prevent residents from having garage sales on their property. It appears the only place a garage sale could be held is at the golfing complex, which is exempt from deed restrictions, or at the POA's park. A considerable amount of planning would need to be done, as well as coordination with the POA. After discussion, Mayor Raesener appointed Councilmember Peskin to chair a committee to discuss this possibility and to come back to Council with additional information, as well as input from the POA.
- C. **Discussion/Action: Approving a replat of lots 150-36 and 150-37 Section 1 into 150-36A (348 Olympia Fields).** Staff reported that the Planning and Zoning Commission met on February 13, 2020 and approved the proposed replating of Lot 150-36 and 150-37, Meadowlakes Section 1, into Lot 150-36A. Councilmember Barry made a motion to approve the replat as presented. The motion was seconded by Councilmember Wise and carried unanimously.
- D. **Discussion/Action – Adjourning to closed session per Section §551.074 Texas Government Code to discuss Personnel Matters – Review of City Manager, Johnnie Thompson.** Mayor Raesener adjourned Council to closed session at 6:39pm.
- E. **Reconvene in open session and any action related to closed session.** Mayor Raesener called to Council meeting back to order at 7:00pm. Councilmember Barry made a motion to renew Mr. Thompson's contract for three years, as stated, with compensation at the current level. Also, approved was the purchase of ten days of unused vacation and granting the same one-time salary adjustment as last year. The motion was seconded by Councilmember Drummond and carried unanimously.

## 8. ANNOUNCEMENTS:

The next City Council meeting will be held Monday, March 16 at 6:00 pm.

Mr. Thompson announced that due to the POA's drainage project, Broadmoor will be closed to thru traffic from February 21 – March 12.

**9. ADJOURNMENT:** Mayor Raesener adjourned the meeting at 7:05 pm.

**Approved:** /S/ Mary Ann Raesener  
Mayor, Mary Ann Raesener

**Date:** March 6, 2020

**Attest:** /S/ Evan Bauer  
City Secretary, Evan Bauer

**Date:** March 6, 2020

**City of Meadowlakes  
General Fund  
Summary Balance Sheet**

	<b>Feb 29, 2020</b>	<b>Feb 28, 2019</b>	<b>Feb 28, 2018</b>	<b>Feb 28, 2017</b>	<b>Feb 29, 2016</b>	<b>Feb 28, 2015</b>
<b>ASSETS</b>						
<b>Current Assets</b>						
Checking/Savings	475,328	568,401	621,722	609,325	581,968	558,061
Other Current Assets	52,419	32,818	15,610	16,186	14,932	10,032
<b>Total Current Assets</b>	<b>527,747</b>	<b>601,219</b>	<b>637,332</b>	<b>625,511</b>	<b>596,900</b>	<b>568,093</b>
<b>Fixed Assets</b>	114,990	34,450	40,000	0	0	0
<b>Other Assets</b>	-5,538	3,081	14,750	11,655	120	0
<b>TOTAL ASSETS</b>	<b>637,199</b>	<b>638,750</b>	<b>692,082</b>	<b>637,166</b>	<b>597,020</b>	<b>568,093</b>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Accounts Payable	8,100	356	9,064	5,182	3,459	3,784
Other Current Liabilities	74,441	63,717	53,750	56,346	48,141	37,579
<b>Total Current Liabilities</b>	<b>82,541</b>	<b>64,073</b>	<b>62,814</b>	<b>61,528</b>	<b>51,600</b>	<b>41,363</b>
<b>Total Liabilities</b>	<b>82,541</b>	<b>64,073</b>	<b>62,814</b>	<b>61,528</b>	<b>51,600</b>	<b>41,363</b>
<b>Equity</b>	554,658	572,497	629,268	575,639	545,420	526,731
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>637,199</b>	<b>636,570</b>	<b>692,082</b>	<b>637,167</b>	<b>597,020</b>	<b>568,094</b>

**GENERAL FUND CASH FLOW  
AT THE END OF FEBRUARY OF EACH YEAR)**



# City of Meadowlakes

## Profit & Loss Budget vs. Actual

	Feb 2020	Budget Feb 2020	Oct 19 - Feb 2020	Budget Oct 19 - Feb 2020
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
05-4120 · Ad Valorem Tax	32,995	40,364	393,123	391,023
05-4121 · Franchise Fees	0			
05-4140 · PEC Franchise Tax	0	0	18,915	18,236
05-4160 · Cable Franchise Tax	5,040	0	9,850	9,000
05-4170 · Telephone Franchise Tax	623	730	1,303	1,630
<b>Total 05-4121 · Franchise Fees</b>	<b>5,663</b>	<b>730</b>	<b>30,068</b>	<b>28,866</b>
05-4180 · Liquor Tax	337	0	723	705
05-4200 · City Bldg Permits				
05-4220 · Home Permits	0	100	2,675	700
05-4240 · Remodeling Permits	0	190	750	440
05-4260 · Fence & Decks Permits	400	250	1,700	570
05-4290 · Misc. Bldg Revenue	517	190	2,188	440
<b>Total 05-4200 · City Bldg Permits</b>	<b>917</b>	<b>730</b>	<b>7,313</b>	<b>2,150</b>
05-4300 · Judicial				
05-4340 · Court Fines	305	600	3,353	2,125
<b>Total 05-4300 · Judicial</b>	<b>305</b>	<b>600</b>	<b>3,353</b>	<b>2,125</b>
05-4500 · Contract Services-POA Contract	8,677	8,667	43,385	43,335
05-4600 · Miscellaneous				
05-4400 · Interest Earned				
05-4440 · Money Market	298	400	1,152	1,025
<b>Total 05-4400 · Interest Earned</b>	<b>298</b>	<b>400</b>	<b>1,152</b>	<b>1,025</b>
05-4460 · Interest - Investments		0		0
05-4620 · Pet Registration Fee	0	335	373	850
05-4630 · Miscellaneous	0	150	630	650
<b>Total 05-4600 · Miscellaneous</b>	<b>298</b>	<b>885</b>	<b>2,155</b>	<b>2,525</b>
<b>Total Income</b>	<b>49,192</b>	<b>51,976</b>	<b>480,120</b>	<b>470,729</b>
<b>Gross Profit</b>	<b>49,192</b>	<b>51,976</b>	<b>480,120</b>	<b>470,729</b>
<b>Expense</b>				
5000 · Administrative Expenses				
5001 · Employee Expenses				
<b>Total 5001 · Employee Expenses</b>	<b>28,393</b>	<b>27,616</b>	<b>144,210</b>	<b>152,300</b>
5010 · Administrative Expenses				
<b>Total 5010 · Administrative Expenses</b>	<b>3,913</b>	<b>2,178</b>	<b>18,703</b>	<b>22,109</b>
<b>Total 5020 · Insurance Expense</b>	<b>0</b>	<b>0</b>	<b>8,131</b>	<b>8,250</b>
<b>Total 5030 · Judicial Expense</b>	<b>552</b>	<b>725</b>	<b>6,513</b>	<b>7,875</b>
<b>Total 5040 · Building and Facility Operation</b>	<b>509</b>	<b>785</b>	<b>3,796</b>	<b>8,725</b>
<b>Total 5000 · Administrative Expenses</b>	<b>4,974</b>	<b>3,688</b>	<b>37,143</b>	<b>46,959</b>
6000 · Public Safety				
<b>Total 6010 · Ordinance Enforce/Animal Contr</b>	<b>1,770</b>	<b>1,993</b>	<b>9,654</b>	<b>11,115</b>
<b>Total 6030 · Traffic Control</b>	<b>2,261</b>	<b>3,175</b>	<b>12,811</b>	<b>17,525</b>
<b>Total 6050 · Contract Emergency Service</b>	<b>6,485</b>	<b>6,495</b>	<b>32,425</b>	<b>32,475</b>
<b>Total Public Safety</b>	<b>10,516</b>	<b>11,663</b>	<b>54,890</b>	<b>61,115</b>
<b>Total Ordinary Expense</b>	<b>43,883</b>	<b>42,967</b>	<b>236,243</b>	<b>260,374</b>
<b>Net Ordinary Income (Operating Net Gain/Loss)</b>	<b>5,309</b>	<b>9,009</b>	<b>243,877</b>	<b>210,355</b>

# City of Meadowlakes

## Profit & Loss Budget vs. Actual

	Feb 2020	Budget Feb 2020	Oct 19 - Feb 2020	Budget Oct 19 - Feb 2020
<b>Other Income/Expense</b>				
<b>Other Income</b>				
Total 05-4650 · Transfer in From Other Funds	6,250	6,250	31,250	31,250
<b>Total Other Income</b>	<u>6,250</u>	<u>6,250</u>	<u>31,250</u>	<u>31,250</u>
<b>Other Expense</b>				
05-8500 · Transfers Out				
05-8502 · Transfer to RCC Fund	0	0	16,000	50,000
Total 05-8500 · Transfers Out	<u>0</u>	<u>0</u>	<u>16,000</u>	<u>50,000</u>
Total 7000 · Non-Operating Expense	<u>0</u>	<u>0</u>	<u>16,000</u>	<u>50,000</u>
<b>Net Other Income</b>	<u>6,250</u>	<u>6,250</u>	<u>15,250</u>	<u>-18,750</u>
<b>Net Fund Income</b>	<u><u>11,559</u></u>	<u><u>15,259</u></u>	<u><u>259,127</u></u>	<u><u>191,605</u></u>

**City of Meadowlakes**  
**General Fund**  
**Check Detail**  
**February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	02/01/2020	Rebecca DyAnn Lange	05-1035 · BancorpSouth		-300.00
				05-5720 · Prosecuting Attorney	-300.00	300.00
TOTAL					-300.00	300.00
Check	EFT	02/01/2020	Adams, Don	05-1035 · BancorpSouth		-200.00
				05-5727 · Office Lease - Judge	-200.00	200.00
TOTAL					-200.00	200.00
Check	EFT	02/01/2020	Marble Falls Area VFD	05-1035 · BancorpSouth		-3,094.58
				05-6620 · Marble Falls Fire	-3,094.58	3,094.58
TOTAL					-3,094.58	3,094.58
Check	EFT	02/10/2020	Marble Falls Area EMS Inc	05-1035 · BancorpSouth		-3,390.42
				05-6610 · Marble Falls EMS	-3,390.42	3,390.42
TOTAL					-3,390.42	3,390.42
Bill Pmt -Check	15990	02/06/2020	ATS	05-1035 · BancorpSouth		-760.00
Bill	343992	01/13/2020		05-2340 · Inspection Fees	-85.00	85.00
Bill	344132	01/16/2020		05-2340 · Inspection Fees	-85.00	85.00
Bill	344304	01/17/2020		05-2340 · Inspection Fees	-85.00	85.00
Bill	I-855869	01/20/2020		05-2340 · Inspection Fees	-420.00	420.00
Bill	344685	01/23/2020		05-2340 · Inspection Fees	-85.00	85.00
TOTAL					-760.00	760.00
Bill Pmt -Check	15991	02/06/2020	Burnet County Clerk	05-1035 · BancorpSouth		-52.00
Bill	FILING FE	02/05/2020		05-5730 · Administrative Expense	-52.00	52.00
TOTAL					-52.00	52.00
Bill Pmt -Check	15992	02/06/2020	Burnet Vet Clinic Inc	05-1035 · BancorpSouth		-45.00
Bill	127883	01/29/2020		05-5360 · Pet Holding Fee/Rabies	-45.00	45.00
TOTAL					-45.00	45.00
Bill Pmt -Check	15993	02/06/2020	Pedernales Electric Coop	05-1035 · BancorpSouth		-204.70
Bill	1/25/20 St	01/25/2020		05-6420 · Electric Service	-204.70	204.70
TOTAL					-204.70	204.70
Bill Pmt -Check	15994	02/06/2020	Central Texas Water Coalition	05-1035 · BancorpSouth		-1,000.00
Bill	19-018	02/06/2020		05-6072 · Dues and Memberships	-1,000.00	1,000.00
TOTAL					-1,000.00	1,000.00

**City of Meadowlakes  
General Fund  
Check Detail  
February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	15995	02/13/2020	Humane Educators of Texas	05-1035 · BancorpSouth		-99.00
Bill	0000041	02/12/2020		05-6071 · Training & Travel	-99.00	99.00
TOTAL					-99.00	99.00
Bill Pmt -Check	15996	02/20/2020	ATS	05-1035 · BancorpSouth		-540.00
Bill	I-859104	01/30/2020		05-2340 · Inspection Fees	-540.00	540.00
TOTAL					-540.00	540.00
Bill Pmt -Check	15997	02/20/2020	Bojorquez Law Firm, PC	05-1035 · BancorpSouth		-367.50
Bill	8466	01/31/2020		05-6110 · City Attorney-General	-367.50	367.50
TOTAL					-367.50	367.50
Bill Pmt -Check	15998	02/20/2020	Capital Area Metro Planning Org.	05-1035 · BancorpSouth		-460.00
Bill	CAMPO-2	01/31/2020		05-6340 · Memberships-Various	-460.00	460.00
TOTAL					-460.00	460.00
Bill Pmt -Check	15999	02/20/2020	Marble Falls Area EMS Inc	05-1035 · BancorpSouth		-669.89
Bill	2019 4TH	02/20/2020		05-6610 · Marble Falls EMS	-669.89	669.89
TOTAL					-669.89	669.89
Bill Pmt -Check	16000	02/20/2020	Xerox Corporation	05-1035 · BancorpSouth		-235.44
Bill	09939415	02/01/2020		05-6325 · Lease-Copier	-189.71	189.71
				05-6320 · Office Expense/Supplies	-45.73	45.73
TOTAL					-235.44	235.44
Bill Pmt -Check	16001	02/27/2020	Condor Document Service, LLC	05-1035 · BancorpSouth		-32.00
Bill	CML2212	02/21/2020		05-6320 · Office Expense/Supplies	-32.00	32.00
TOTAL					-32.00	32.00
Bill Pmt -Check	16002	02/27/2020	Marble Falls Lake LBJ Chamber	05-1035 · BancorpSouth		-100.00
Bill	60106	02/17/2020		05-6340 · Memberships-Various	-100.00	100.00
TOTAL					-100.00	100.00
Bill Pmt -Check	16003	02/27/2020	Northland Communications	05-1035 · BancorpSouth		-143.73
Bill	2/18/20 St	02/18/2020		05-6350 · Telephone	-143.73	143.73
TOTAL					-143.73	143.73
Bill Pmt -Check	16004	02/27/2020	Spotless Cleaning	05-1035 · BancorpSouth		-260.00
Bill	24743	02/25/2020		05-6360 · Office Maintenance-Cleaning	-260.00	260.00
TOTAL					-260.00	260.00

Total General Fund Disbursements-February 2020

11,954.26

# City of Meadowlakes Debt Service Summary Balance Sheet

	Feb 29, 2020	Feb 28, 2019	Feb 28, 2018	Feb 28, 2017	Feb 29, 2016	Feb 28, 2015
<b>ASSETS</b>						
<b>Current Assets</b>						
Checking/Savings	380,487	352,133	355,136	350,874	341,928	316,564
<b>Total Current Assets</b>	380,487	352,133	355,136	350,874	341,928	316,564
<b>Other Assets</b>	11,249	11,249	12,289	10,958	150,164	150,164
<b>TOTAL ASSETS</b>	<u>391,736</u>	<u>363,382</u>	<u>367,425</u>	<u>361,832</u>	<u>492,092</u>	<u>466,728</u>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Other Current Liabilities	11,249	11,249	12,290	10,958	8,956	8,956
<b>Total Current Liabilities</b>	11,249	11,249	12,290	10,958	8,956	8,956
<b>Total Liabilities</b>	11,249	11,249	12,290	10,958	8,956	8,956
<b>Equity</b>	346,345	352,133	355,136	350,874	483,137	457,773
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>357,594</u>	<u>363,382</u>	<u>367,426</u>	<u>361,832</u>	<u>492,093</u>	<u>466,729</u>

## DEBT SERVICE FUND CASH FLOW (AS OF JANUARY 31ST OF EACH YEAR)

\$381,709 — \$380,487 — \$352,133 — \$355,136 — \$350,874 — \$341,928 — \$316,564

Budgeted 2020      2020      2019      2018      2017      2016      2015

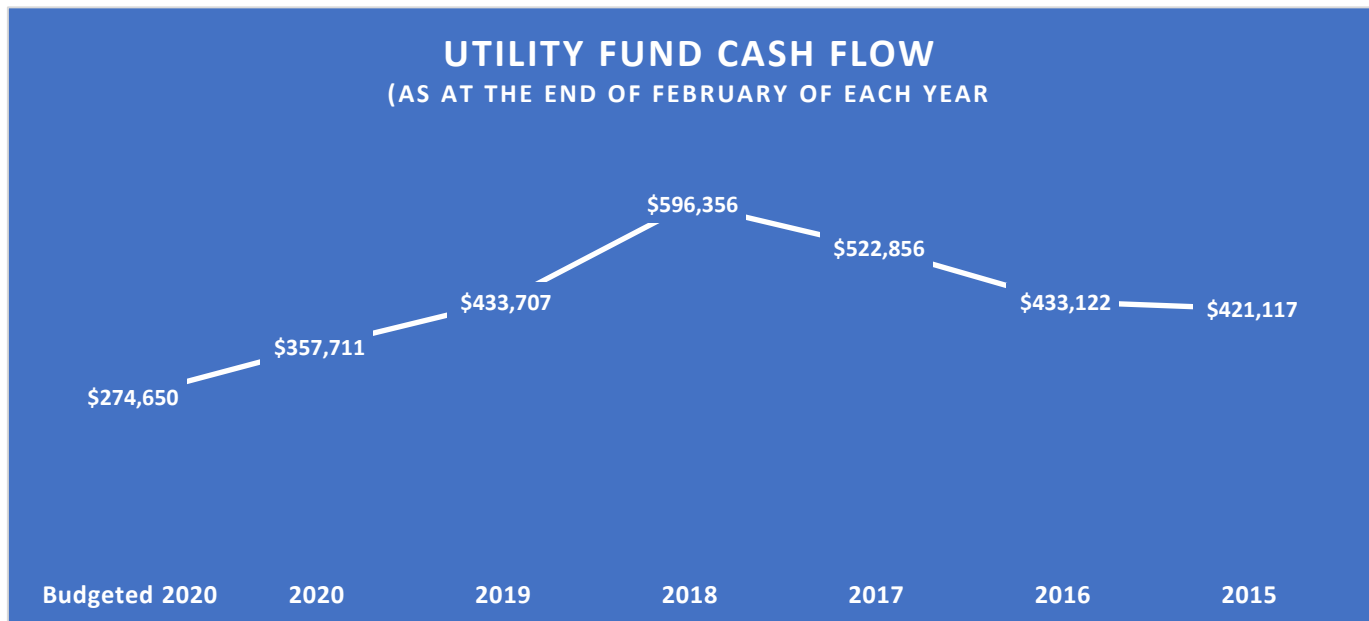


# City of Meadowlakes Debt Service Profit & Loss Budget vs. Actual

	Feb 2020	Budget Feb 2020	Oct 19 - Feb 2020	Budget Oct 19 - Feb 2020
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
06-4120 · Ad Valorem Tax	\$ 28,921	\$ 39,380	\$ 344,770	\$ 341,861
06-5440 · Interest Earned on Investments	\$ 308	\$ 556	\$ 725	\$ 1,366
<b>Total Income</b>	<b>\$ 29,229</b>	<b>\$ 39,936</b>	<b>\$ 345,495</b>	<b>\$ 343,227</b>
<b>Expense</b>				
06-9100 · 2013 Bond Expense				
06-9150 · 2013 Bond Principal	\$ -	\$ -	\$ -	\$ -
06-9100 · 2013 Bond Expense - Other	\$ -	\$ -	\$ -	\$ -
<b>Total 06-9100 · 2013 Bond Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expense</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Net Ordinary Income</b>	<b>\$ 29,229</b>	<b>\$ 39,936</b>	<b>\$ 345,495</b>	<b>\$ 343,227</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
06-8200 · Transfer In from Utility Fund	\$ 4,667	\$ 4,667	\$ 23,335	\$ 23,331
06-8201 · Transfer in From General Fund	\$ -	\$ -	\$ -	\$ -
<b>Total Other Income</b>	<b>\$ 4,667</b>	<b>\$ 4,667</b>	<b>\$ 23,335</b>	<b>\$ 23,331</b>
<b>Net Other Income</b>	<b>\$ 4,667</b>	<b>\$ 4,667</b>	<b>\$ 23,335</b>	<b>\$ 23,331</b>
<b>Net Income</b>	<b>\$ 33,896</b>	<b>\$ 44,603</b>	<b>\$ 368,830</b>	<b>\$ 366,558</b>

## City of Meadowlakes-Utility Fund Summary Balance Sheet

	<b>Feb 29, 2020</b>	<b>Feb 28, 2019</b>	<b>Feb 28, 2018</b>	<b>Feb 28, 2017</b>	<b>Feb 29, 2016</b>	<b>Feb 28, 2015</b>
<b>ASSETS</b>						
<b>Current Assets</b>						
Checking/Savings	357,711	433,707	596,356	522,856	433,122	421,117
Other Current Assets	160,205	159,697	129,974	137,417	227,877	418,235
<b>Total Current Assets</b>	<b>517,916</b>	<b>593,404</b>	<b>726,330</b>	<b>660,273</b>	<b>660,999</b>	<b>839,352</b>
<b>Fixed Assets</b>	<b>3,526,415</b>	<b>3,526,285</b>	<b>3,568,730</b>	<b>3,613,747</b>	<b>3,740,332</b>	<b>3,866,610</b>
<b>Other Assets</b>	<b>11,977</b>	<b>11,977</b>	<b>17,298</b>	<b>38,955</b>	<b>5,952</b>	<b>0</b>
<b>TOTAL ASSETS</b>	<b>4,056,308</b>	<b>4,131,666</b>	<b>4,312,358</b>	<b>4,312,975</b>	<b>4,407,283</b>	<b>4,705,962</b>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Accounts Payable	33,685	144,352	60,910	48,151	83,584	70,397
Other Current Liabilities	97,535	97,079	100,703	94,242	437,955	411,730
<b>Total Current Liabilities</b>	<b>131,220</b>	<b>241,431</b>	<b>161,613</b>	<b>142,393</b>	<b>521,539</b>	<b>482,127</b>
<b>Long Term Liabilities</b>	<b>24,488</b>	<b>24,488</b>	<b>12,101</b>	<b>16,770</b>	<b>69,749</b>	<b>198,794</b>
<b>Total Liabilities</b>	<b>155,708</b>	<b>265,919</b>	<b>173,714</b>	<b>159,163</b>	<b>591,288</b>	<b>680,921</b>
<b>Equity</b>	<b>3,900,601</b>	<b>3,865,747</b>	<b>4,137,644</b>	<b>4,153,813</b>	<b>3,815,995</b>	<b>4,025,041</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,056,309</b>	<b>4,131,666</b>	<b>4,311,358</b>	<b>4,312,976</b>	<b>4,407,283</b>	<b>4,705,962</b>



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

	<b>Feb 2020</b>	<b>Budget Feb 2020</b>	<b>Oct 19 - Feb 2020</b>	<b>Budget Oct 19 - Feb 2020</b>
<b>Operating Income/Expense</b>				
<b>Income</b>				
5010 • Water Revenue	27,605	26,938	188,819	158,299
5020 • Sewer Revenues	44,615	44,083	222,370	220,417
5030 • Garbage Revenue	19,693	19,610	96,298	96,336
5110 • Contract Services	0	0	0	0
5120 • Water Connect Fee Revenue	3,525	830	9,400	2,500
5130 • Sewer Connect Fee Revenue	2,775	705	7,400	2,115
5140 • Transfer Fee	275	150	1,000	750
5150 • Penalty & Interest Earned	-2,307	668	463	3,326
5170 • Miscellaneous Revenues	8	417	1,457	2,083
5181 • Non-Rev-Xfer In-General Fund	0	0	0	0
5200 • Interest earned on Investments	239	375	1,478	1,875
<b>Total Income</b>	<b>96,428</b>	<b>93,776</b>	<b>528,685</b>	<b>487,701</b>
<b>Gross Profit</b>	<b>96,428</b>	<b>93,776</b>	<b>528,685</b>	<b>487,701</b>
<b>Expenses</b>				
Total 6100 • Employee Expenses	26,540	28,185	158,407	151,305
Total 6200 • Administrative Expenses	1,072	888	31,324	31,740
6300 • Operating Expenses				
Total 6301 • Water Treatment Operational Exp	13,466	11,040	104,817	128,475
Total 6302 • Wastewater Operational Expenses	8,507	6,091	29,295	31,130
Total 6303 • Other Operational Expenses	5,644	14,800	28,882	40,750
Total 6300 • Operating Expenses	<b>27,617</b>	<b>31,931</b>	<b>162,994</b>	<b>200,355</b>
Total 6500 • Garbage Expense	16,862	16,900	82,646	84,200
<b>Total Operating Expenses</b>	<b>72,091</b>	<b>77,904</b>	<b>435,371</b>	<b>467,600</b>
<b>Total Operating Net Gain/Loss</b>	<b>24,337</b>	<b>15,872</b>	<b>93,314</b>	<b>20,101</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
8200 • Transfer to Other Funds				
8210 • Transfer to Utility Reserves	0	0	0	0
8215 • Transfer to General Fund	6,250	6,250	31,250	31,250
8220 • Transfer to Debt Service Fund	4,667	4,666	23,333	23,331
8240 • Transfer to RCC Fund	7,708	7,708	38,542	38,540
Total 8200 • Transfer to Other Funds	<b>18,625</b>	<b>18,624</b>	<b>93,125</b>	<b>93,121</b>
<b>Total Other Expense</b>	<b>18,625</b>	<b>18,624</b>	<b>93,125</b>	<b>93,121</b>
<b>Net Other Income</b>	<b>18,625</b>	<b>18,624</b>	<b>93,125</b>	<b>93,121</b>
<b>Net Income</b>	<b>5,712</b>	<b>-2,752</b>	<b>189</b>	<b>-73,020</b>

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
**February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Deposit		02/18/2020		1015 · Checking-BancorpSouth		0.00
TOTAL					0.00	0.00
Deposit		02/18/2020		1015 · Checking-BancorpSouth		0.00
TOTAL					0.00	0.00
Check	EFT	02/11/2020	State Comptroller	1015 · Checking-BancorpSouth		-1,219.37
				3020 · Sales Tax Payable	-1,219.37	1,219.37
TOTAL					-1,219.37	1,219.37
Bill Pmt -Check	17478	02/06/2020	Amazon Business	1015 · Checking-BancorpSouth		-28.40
Bill	19GX-3Qf	01/17/2020		6329 · R&M-Building/Misc.	-28.40	28.40
TOTAL					-28.40	28.40
Bill Pmt -Check	17479	02/06/2020	Aqua-Tech Laboratories, Inc.	1015 · Checking-BancorpSouth		-295.00
Bill	43488	01/19/2020		6320 · Water Outside Testing Expense	-122.50	122.50
				6318 · Outside Testing Wastewater	-172.50	172.50
TOTAL					-295.00	295.00
Bill Pmt -Check	17480	02/06/2020	Dan Haggart	1015 · Checking-BancorpSouth		-25.00
Bill	REFUND	02/06/2020		3010 · Service Deposits Payable	-25.00	25.00
TOTAL					-25.00	25.00
Bill Pmt -Check	17481	02/06/2020	Debbie Holley	1015 · Checking-BancorpSouth		-25.29
Bill	REIMBUR	01/31/2020		6180 · Employee Training & Travel Exp	-25.29	25.29
TOTAL					-25.29	25.29
Bill Pmt -Check	17482	02/06/2020	DPC Industries, Inc	1015 · Checking-BancorpSouth		-451.45
Bill	73700030	01/16/2020		6316 · WTP Chemical Expense	-338.59	338.59
Bill	76700030	01/16/2020		6317 · WWTP Chemicals	-112.86	112.86
TOTAL					-451.45	451.45
Bill Pmt -Check	17483	02/06/2020	Fastenal	1015 · Checking-BancorpSouth		-79.75
Bill	TX001114	01/15/2020		631401 · Water Plant Renovation Expense	-79.75	79.75
TOTAL					-79.75	79.75
Bill Pmt -Check	17484	02/06/2020	Ferguson Enterprises	1015 · Checking-BancorpSouth		-71.88
Bill	1/31/20 St	01/31/2020		631401 · Water Plant Renovation Expense	-71.88	71.88
TOTAL					-71.88	71.88

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
**February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>17485</b>	<b>02/06/2020</b>	<b>HACH</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-591.40</b>
Bill	11801613	01/21/2020		6316 · WTP Chemical Expense	-591.40	591.40
<b>TOTAL</b>					<b>-591.40</b>	<b>591.40</b>
<b>Bill Pmt -Check</b>	<b>17486</b>	<b>02/06/2020</b>	<b>NAPA</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-173.88</b>
Bill	1/31/20 St	01/31/2020		6330 · Vehicle Repair & Maintenance	-59.06	59.06
				6335 · Mach/Equip Repair & Maintenance	-31.46	31.46
				6350 · Miscellaneous Operational Exp.	-83.36	83.36
<b>TOTAL</b>					<b>-173.88</b>	<b>173.88</b>
<b>Bill Pmt -Check</b>	<b>17487</b>	<b>02/06/2020</b>	<b>TCEQ</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-154.00</b>
Bill	WUF0004	01/14/2020		6227 · Other Misc. Dues & Fees	-154.00	154.00
<b>TOTAL</b>					<b>-154.00</b>	<b>154.00</b>
<b>Bill Pmt -Check</b>	<b>17488</b>	<b>02/13/2020</b>	<b>Amazon Business</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-115.55</b>
Bill	IVXF-CMT	01/23/2020		6250 · Office Supplies	-115.55	115.55
<b>TOTAL</b>					<b>-115.55</b>	<b>115.55</b>
<b>Bill Pmt -Check</b>	<b>17489</b>	<b>02/13/2020</b>	<b>Card Service Center</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-189.51</b>
Bill	1/29/20 St	01/29/2020		6240 · Software Update	-162.38	162.38
				6240 · Software Update	-25.00	25.00
				6240 · Software Update	-2.13	2.13
<b>TOTAL</b>					<b>-189.51</b>	<b>189.51</b>
<b>Bill Pmt -Check</b>	<b>17490</b>	<b>02/13/2020</b>	<b>Flo Trend Systems</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-2,060.00</b>
Bill	1854851	02/05/2020		6317 · WWTP Chemicals	-2,060.00	2,060.00
<b>TOTAL</b>					<b>-2,060.00</b>	<b>2,060.00</b>
<b>Bill Pmt -Check</b>	<b>17491</b>	<b>02/13/2020</b>	<b>Foxworth-Galbraith</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-181.15</b>
Bill	1/31/20 St	01/31/2020		6365 · Small Tools	-22.17	22.17
				631401 · Water Plant Renovation Expense	-17.92	17.92
				1583 · RCC Receivable	-141.06	141.06
<b>TOTAL</b>					<b>-181.15</b>	<b>181.15</b>
<b>Bill Pmt -Check</b>	<b>17492</b>	<b>02/13/2020</b>	<b>Hydradyne, LLC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>0.00</b>
<b>TOTAL</b>					<b>0.00</b>	<b>0.00</b>
<b>Bill Pmt -Check</b>	<b>17493</b>	<b>02/13/2020</b>	<b>Interstate Battery</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-707.54</b>
Bill	2/3/20 Stn	02/03/2020		6365 · Small Tools	-57.80	57.80
				6330 · Vehicle Repair & Maintenance	-541.52	541.52
				6335 · Mach/Equip Repair & Maintenance	-108.22	108.22
<b>TOTAL</b>					<b>-707.54</b>	<b>707.54</b>

City of Meadowlakes-Utility Fund

Check Detail

February 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	17494	02/13/2020	PEC	1015 · Checking-BancorpSouth		-4,054.67
Bill	1/25/2020	01/25/2020		6305 · Water Treatment Electrical	-1,530.90	1,530.90
				6304 · Wastewater Electrical	-2,523.77	2,523.77
TOTAL					-4,054.67	4,054.67
Bill Pmt -Check	17495	02/13/2020	San Saba Fire Safety Equip	1015 · Checking-BancorpSouth		-211.70
Bill	26147	02/11/2020		6329 · R&M-Building/Misc.	-211.70	211.70
TOTAL					-211.70	211.70
Bill Pmt -Check	17496	02/13/2020	Sherwin Williams	1015 · Checking-BancorpSouth		-151.98
Bill	1870-3	01/28/2020		631401 · Water Plant Renovation Expense	-151.98	151.98
TOTAL					-151.98	151.98
Bill Pmt -Check	17497	02/13/2020	Tractor Supply	1015 · Checking-BancorpSouth		-1,013.93
Bill	1/30/20 St	01/30/2020		6330 · Vehicle Repair & Maintenance	-539.98	539.98
				6365 · Small Tools	-15.98	15.98
				6335 · Mach/Equip Repair & Maintenance	-28.98	28.98
				6350 · Miscellaneous Operational Exp.	-9.98	9.98
				1583 · RCC Receivable	-14.28	14.28
				1584 · POA Receivables	-119.40	119.40
				6327 · WWTP Repair & Maintenance	-50.47	50.47
				1583 · RCC Receivable	-234.86	234.86
TOTAL					-1,013.93	1,013.93
Bill Pmt -Check	17498	02/13/2020	US Oxo, LLC	1015 · Checking-BancorpSouth		-96.80
Bill	14532	01/31/2020		6350 · Miscellaneous Operational Exp.	-96.80	96.80
TOTAL					-96.80	96.80
Bill Pmt -Check	17499	02/14/2020	Dustless Blasting TX, LLC	1015 · Checking-BancorpSouth		-2,160.00
Bill	Q0213202	02/13/2020		631401 · Water Plant Renovation Expense	-2,160.00	2,160.00
TOTAL					-2,160.00	2,160.00
Bill Pmt -Check	17500	02/20/2020	AT&T Mobility	1015 · Checking-BancorpSouth		-189.13
Bill	2/1/20 Stn	02/01/2020		6260 · Telephone Expense	-189.13	189.13
TOTAL					-189.13	189.13
Bill Pmt -Check	17501	02/20/2020	Collier Materials, Inc.	1015 · Checking-BancorpSouth		-140.80
Bill	5052625	02/03/2020		6327 · WWTP Repair & Maintenance	-140.80	140.80
TOTAL					-140.80	140.80

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
**February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	17502	02/20/2020	Debbie Holley	1015 · Checking-BancorpSouth		-13.92
Bill	REIMBUR	02/14/2020		6180 · Employee Training & Travel Exp	-13.92	13.92
TOTAL					-13.92	13.92
Bill Pmt -Check	17503	02/20/2020	DPC Industries, Inc	1015 · Checking-BancorpSouth		-140.00
Bill	DE760001	01/31/2020		6316 · WTP Chemical Expense	-140.00	140.00
TOTAL					-140.00	140.00
Bill Pmt -Check	17504	02/20/2020	Highland Lakes Newspaper	1015 · Checking-BancorpSouth		-768.00
Bill	AD #2117	02/14/2020		6350 · Miscellaneous Operational Exp.	-768.00	768.00
TOTAL					-768.00	768.00
Bill Pmt -Check	17505	02/20/2020	Kim Miller	1015 · Checking-BancorpSouth		-90.46
Bill	REFUND	02/20/2020		3010 · Service Deposits Payable	-90.46	90.46
TOTAL					-90.46	90.46
Bill Pmt -Check	17506	02/20/2020	Lisa Emerson	1015 · Checking-BancorpSouth		-31.35
Bill	REFUND	02/20/2020		3010 · Service Deposits Payable	-31.35	31.35
TOTAL					-31.35	31.35
Bill Pmt -Check	17507	02/20/2020	Melissa Jacob	1015 · Checking-BancorpSouth		-90.79
Bill	REFUND	02/20/2020		3010 · Service Deposits Payable	-90.79	90.79
TOTAL					-90.79	90.79
Bill Pmt -Check	17508	02/20/2020	Mustang Equipment	1015 · Checking-BancorpSouth		-337.00
Bill	01-36048	12/18/2019		6335 · Mach/Equip Repair & Maintenance	-337.00	337.00
TOTAL					-337.00	337.00
Bill Pmt -Check	17509	02/20/2020	Quill	1015 · Checking-BancorpSouth		-209.94
Bill	4529983	02/04/2020		6350 · Miscellaneous Operational Exp.	-209.94	209.94
TOTAL					-209.94	209.94
Bill Pmt -Check	17510	02/20/2020	Sandy Nowell	1015 · Checking-BancorpSouth		-8.61
Bill	REFUND	02/20/2020		3010 · Service Deposits Payable	-8.61	8.61
TOTAL					-8.61	8.61
Bill Pmt -Check	17511	02/20/2020	Sheridan Environmental	1015 · Checking-BancorpSouth		-652.50
Bill	6936	01/30/2020		6327 · WWTP Repair & Maintenance	-652.50	652.50
TOTAL					-652.50	652.50

**City of Meadowlakes-Utility Fund**  
**Check Detail**  
**February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
<b>Bill Pmt -Check</b>	<b>17512</b>	<b>02/20/2020</b>	<b>Techline Pipe L.P.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-2,100.28</b>
Bill	1100599-1	02/04/2020		6360 · Tap Materials-Water	-2,100.28	2,141.20
<b>TOTAL</b>					<b>-2,100.28</b>	<b>2,141.20</b>
<b>Bill Pmt -Check</b>	<b>17513</b>	<b>02/20/2020</b>	<b>Waste Management</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-16,861.88</b>
Bill	0069949-4	01/30/2020		6510 · Garbage Service Expense	-16,807.95	16,807.95
Bill	0069083-4	01/30/2020		6510 · Garbage Service Expense	-53.93	53.93
<b>TOTAL</b>					<b>-16,861.88</b>	<b>16,861.88</b>
<b>Bill Pmt -Check</b>	<b>17514</b>	<b>02/20/2020</b>	<b>Wex Bank</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-977.83</b>
Bill	2/6/20 Stn	02/06/2020		6341 · Vehicle Fuel	-927.33	929.09
				1515 · General Fund Receivables	-50.50	50.60
<b>TOTAL</b>					<b>-977.83</b>	<b>979.69</b>
<b>Bill Pmt -Check</b>	<b>17515</b>	<b>02/27/2020</b>	<b>4-T Propane, LLC</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-885.50</b>
Bill	41024	02/07/2020		6310 · Heating Fuel-WTP	-281.20	281.20
Bill	41024	02/07/2020		6310 · Heating Fuel-WTP	-326.80	326.80
Bill	43729	02/13/2020		6310 · Heating Fuel-WTP	-277.50	277.50
<b>TOTAL</b>					<b>-885.50</b>	<b>885.50</b>
<b>Bill Pmt -Check</b>	<b>17516</b>	<b>02/27/2020</b>	<b>Amazon Business</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-245.64</b>
Bill	17VQ-WF	02/09/2020		6327 · WWTP Repair & Maintenance	-245.64	245.64
<b>TOTAL</b>					<b>-245.64</b>	<b>245.64</b>
<b>Bill Pmt -Check</b>	<b>17517</b>	<b>02/27/2020</b>	<b>Chemtrade Chemicals US</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-1,884.09</b>
Bill	92830010	02/05/2020		6316 · WTP Chemical Expense	-1,884.09	1,884.09
<b>TOTAL</b>					<b>-1,884.09</b>	<b>1,884.09</b>
<b>Bill Pmt -Check</b>	<b>17518</b>	<b>02/27/2020</b>	<b>Evan Bauer</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-7.80</b>
Bill	REIMBUR	02/21/2020		6250 · Office Supplies	-7.80	7.80
<b>TOTAL</b>					<b>-7.80</b>	<b>7.80</b>
<b>Bill Pmt -Check</b>	<b>17519</b>	<b>02/27/2020</b>	<b>Ewald Kubota, Inc.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-127.64</b>
Bill	3517238	02/14/2020		6335 · Mach/Equip Repair & Maintenance	-127.64	127.64
<b>TOTAL</b>					<b>-127.64</b>	<b>127.64</b>
<b>Bill Pmt -Check</b>	<b>17520</b>	<b>02/27/2020</b>	<b>Fisher's Iron &amp; Metal Ind.</b>	<b>1015 · Checking-BancorpSouth</b>		<b>-135.57</b>
Bill	64660	02/06/2020		6330 · Vehicle Repair & Maintenance	-135.57	135.57
<b>TOTAL</b>					<b>-135.57</b>	<b>135.57</b>



City of Meadowlakes-Utility Fund

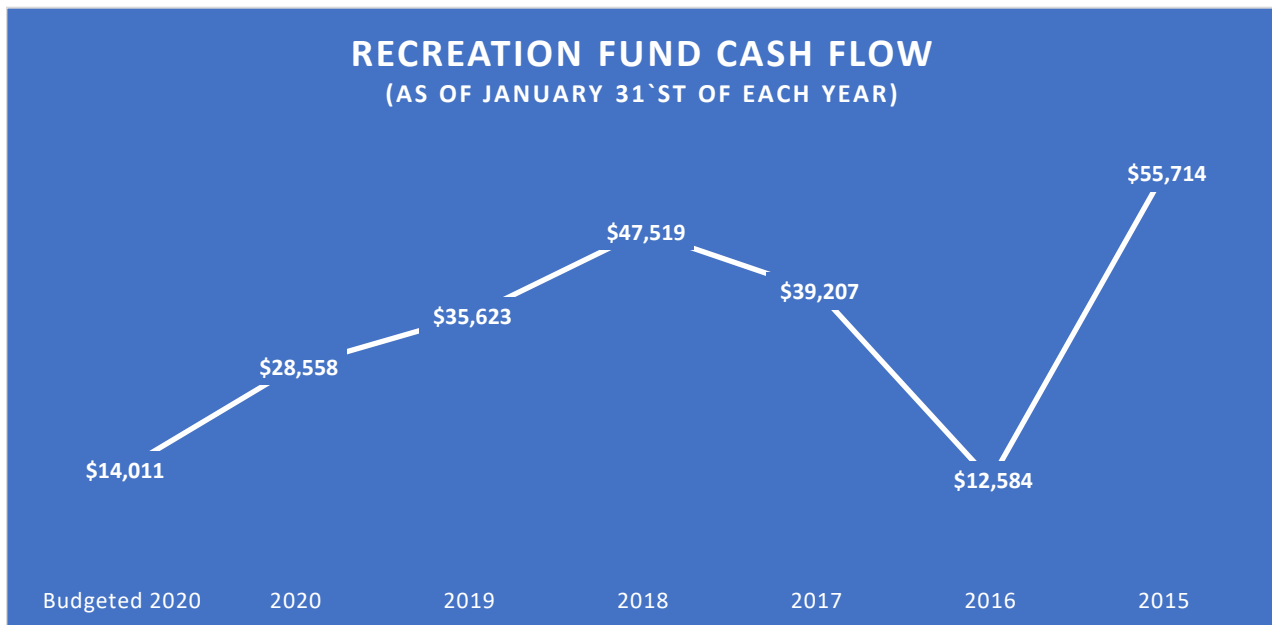
Check Detail

February 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	17521	02/27/2020	Petty Cash	1015 · Checking-BancorpSouth		-103.15
Bill	PETTY C/	02/27/2020		6330 · Vehicle Repair & Maintenance	-103.15	103.15
TOTAL					-103.15	103.15
Bill Pmt -Check	17522	02/27/2020	US Postmaster	1015 · Checking-BancorpSouth		-700.00
Bill	permit #6	02/27/2020		6255 · Postage Expense	-700.00	700.00
TOTAL					-700.00	700.00
Bill Pmt -Check	17523	02/27/2020	Visa	1015 · Checking-BancorpSouth		-3,579.07
Bill	2/23/20 St	02/23/2020		631401 · Water Plant Renovation Expense	-100.44	100.44
				6180 · Employee Training & Travel Exp	-560.19	560.19
				6365 · Small Tools	-545.90	545.90
				6335 · Mach/Equip Repair & Maintenance	-1,040.28	1,040.28
				6260 · Telephone Expense	-41.19	41.19
Bill	2/23/20 St	02/23/2020		6282 · Administrative-Miscellaneous	-35.41	35.41
				6180 · Employee Training & Travel Exp	-152.23	152.23
				6350 · Miscellaneous Operational Exp.	-151.48	151.48
				6317 · WWTP Chemicals	-904.00	904.00
				6335 · Mach/Equip Repair & Maintenance	-47.95	47.95
TOTAL					-3,579.07	3,579.07
Total Utility Fund Disbursements-February 2020						44,424.76

## Recreation Fund Summary Balance Sheet

	Feb 29, 2020	Feb 28, 2019	Feb 28, 2018	Feb 28, 2017	Feb 29, 2016	Feb 28, 2015
<b>ASSETS</b>						
<b>Current Assets</b>						
Checking/Savings	28,558	35,623	47,519	39,207	12,584	55,714
Other Current Assets	42,512	43,565	36,801	23,993	65,646	200
<b>Total Current Assets</b>	71,070	79,188	84,320	63,200	78,230	55,914
<b>Fixed Assets</b>	501,112	501,112	301,643	344,021	98,080	32,817
<b>Other Assets</b>	47,516	53,431	59,032	3,655	0	0
<b>TOTAL ASSETS</b>	<b>619,698</b>	<b>633,731</b>	<b>444,995</b>	<b>410,876</b>	<b>176,310</b>	<b>88,731</b>
<b>LIABILITIES &amp; EQUITY</b>						
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Accounts Payable	105,455	99,378	102,712	62,743	39,989	37
Other Current Liabilities	205,775	130,716	73,066	72,746	9,385	2,267
<b>Total Current Liabilities</b>	311,230	230,094	175,778	135,489	49,374	2,304
<b>Long Term Liabilities</b>	211,120	211,120	116,614	147,854	239,929	0
<b>Total Liabilities</b>	522,350	441,214	292,392	283,343	289,303	2,304
<b>Equity</b>	97,347	192,517	152,603	127,533	-112,993	86,427
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>619,697</b>	<b>633,731</b>	<b>444,995</b>	<b>410,876</b>	<b>176,310</b>	<b>88,731</b>



**Recreation Fund**  
**Profit & Loss Budget vs. Actual**

Run Date 2/09/19

**Ordinary Income/Expense**

**Income**

**03-5000 · Revenue**

**03-5010 · Membership Dues**

**03-5023 · Golf Shop Revenues**

**03-5035 · Green Fees**

**03-5040 · Golf Cart Rental**

**03-5045 · Driving Range**

**03-5050 · Tournament-Income**

**03-5052 · Misc. Pro-Shop Income**

**03-5053 · Handicap**

**03-5060 · Pro Shop Sales**

**Total 03-5023 · Golf Shop Revenues**

**03-5057 · Tennis & Swimming Revenues**

**03-5019 · Tennis Membership**

**03-5056 · Swimming Fees**

**Total 03-5057 · Tennis & Swimming Revenues**

**03-5070 · Restaurant/Bar Sales**

**03-5071 · Tips Paid In**

**03-5072 · Restaurant Food Sales**

**03-5073 · Beverage Sales**

**03-5074 · Beer Sales**

**03-5075 · Other Food & Beverage Sales**

**03-5076 · Liquor Sales**

**03-5077 · Wine Sales**

**Total 03-5070 · Restaurant/Bar Sales**

**03-5085 · Other Revenue**

**03-5086 · POA Contract Revenue**

**03-5085 · Other Revenue - Other**

**Total 03-5085 · Other Revenue**

**03-5087 · Other Miscellaneous Revenues**

**03-5090 · Interest Earned**

**03-5096 · Miscellaneous Income**

**Recurring Transfer In from Other Funds**

**Total 03-5000 · Operating Revenue**

**Transfer in for Special Projects**

**Total Income**

	Feb 2020	Budget Feb 2020	Oct 19 - Feb 2020	Budget Oct 19 - Feb 2020	Feb 2019	Oct 18- Feb 19	Feb 18	Oct 16- Feb 18	Feb 17	Oct 16 - Feb 17
03-5010 · Membership Dues	8,274	17,585	83,464	112,861	17,525	111,344	18,707	125,501	18,334	124,385
03-5023 · Golf Shop Revenues										
03-5035 · Green Fees	8,756	12,343	48,147	67,516	10,961	48,226	7,356	56,461	13,444	65,336
03-5040 · Golf Cart Rental	9,089	6,200	43,863	32,400	4,639	22,987	3,701	28,035	4,026	19,945
03-5045 · Driving Range	4,185	4,300	7,560	13,600	2,431	11,663	8,023	16,952	1,969	8,877
03-5050 · Tournament-Income	2,160	0	6,500	2,500	2,462	7,125	650	4,280	0	0
03-5052 · Misc. Pro-Shop Income	0	70	1,000	185	12	89	0	206	0	11
03-5053 · Handicap	1,526	0	3,701	4,080	750	5,010	-1,830	4,920	300	300
03-5060 · Pro Shop Sales	3,122	2,700	17,456	13,400	4,560	21,292	3,671	18,237	2,684	18,540
<b>Total 03-5023 · Golf Shop Revenues</b>	<b>28,838</b>	<b>25,613</b>	<b>128,227</b>	<b>133,681</b>	<b>25,815</b>	<b>116,392</b>	<b>21,571</b>	<b>129,091</b>	<b>22,423</b>	<b>113,009</b>
03-5057 · Tennis & Swimming Revenues										
03-5019 · Tennis Membership	0	0	0	0	0	5	0	0	116	432
03-5056 · Swimming Fees	0	0	0	0	0	0	0	0	0	0
<b>Total 03-5057 · Tennis &amp; Swimming Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>116</b>	<b>432</b>
03-5070 · Restaurant/Bar Sales										
03-5071 · Tips Paid In	2,891	0	15,460	0	0	0	0	0	0	0
03-5072 · Restaurant Food Sales	15,333	17,800	85,623	96,000	12,090	81,418	11,073	75,115	16,811	94,974
03-5073 · Beverage Sales	942	1,000	4,498	4,700	837	4,441	823	4,066	1,132	5,100
03-5074 · Beer Sales	3,088	4,000	18,210	18,900	3,770	17,797	2,811	17,497	4,584	18,422
03-5075 · Other Food & Beverage Sales	71	0	71	0	2,575	14,592	0	0	0	0
03-5076 · Liquor Sales	2,766	2,950	16,228	15,750	1,358	5,667	1,701	12,589	3,045	12,966
03-5077 · Wine Sales	1,391	1,200	6,658	6,000	0	1,050	684	4,700	1,279	5,600
<b>Total 03-5070 · Restaurant/Bar Sales</b>	<b>26,482</b>	<b>26,950</b>	<b>146,748</b>	<b>141,350</b>	<b>20,630</b>	<b>124,970</b>	<b>17,092</b>	<b>113,967</b>	<b>26,967</b>	<b>137,494</b>
03-5085 · Other Revenue										
03-5086 · POA Contract Revenue	0	0	0	0	0	0	0	0	0	0
03-5085 · Other Revenue - Other	0	0	0	500	0	0	0	0	0	0
<b>Total 03-5085 · Other Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
03-5087 · Other Miscellaneous Revenues	0	0	0	500	0	0	0	0	0	0
03-5090 · Interest Earned	4	150	922	1,250	0	1,091	0	1,451	0	0
03-5096 · Miscellaneous Income	16		96	0	50	242	22	101	0	0
<b>Recurring Transfer In from Other Funds</b>	<b>7,708</b>	<b>7,708</b>	<b>38,540</b>	<b>38,540</b>	<b>7,708</b>	<b>38,540</b>	<b>7,708</b>	<b>38,540</b>	<b>7,708</b>	<b>38,540</b>
<b>Total 03-5000 · Operating Revenue</b>	<b>71,322</b>	<b>78,006</b>	<b>397,997</b>	<b>428,182</b>	<b>71,728</b>	<b>392,584</b>	<b>65,100</b>	<b>408,651</b>	<b>75,548</b>	<b>413,860</b>
<b>Transfer in for Special Projects</b>	<b>0</b>	<b>10,000</b>	<b>16,000</b>	<b>46,000</b>	<b>46,000</b>	<b>46,000</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>
<b>Total Income</b>	<b>71,322</b>	<b>88,006</b>	<b>413,997</b>	<b>474,182</b>	<b>117,728</b>	<b>438,584</b>	<b>65,100</b>	<b>408,651</b>	<b>76,048</b>	<b>414,360</b>

**Recreation Fund**  
**Profit & Loss Budget vs. Actual**

Run Date 2/09/19

	Feb 2020	Budget Feb 2020	Oct 19 - Feb 2020	Budget Oct 19 - Feb 2020	Feb 2019	Oct 18- Feb 19	Feb 18	Oct 16- Feb 18	Feb 17	Oct 16 - Feb 17
<b>Gross Profit</b>										
<b>Expense</b>										
03-6000 · Administrative Expenditures										
Total 03-6010 · Payroll Expenditures	0	0	0	1,500	0	990	0	0	0	0
Total 03-6039 · Other Administrative Expenses	1,187	3,175	13,065	16,245	2,108	12,722	4,239	27,384	3,710	23,616
Total 03-6068 · House Maintenance Expenses	1,796	2,302	11,663	8,625	1,986	10,063	2,641	12,987	4,135	13,721
Total 03-6000 · Administrative Expenditures	<u>2,983</u>	<u>5,477</u>	<u>24,728</u>	<u>26,370</u>	<u>4,094</u>	<u>23,775</u>	<u>6,880</u>	<u>40,371</u>	<u>7,845</u>	<u>37,337</u>
03-6100 · Pro Shop Expenditures										
Total 03-6110 · Payroll	12,007	14,400	66,409	73,200	10,398	40,097	9,288	51,125	9,773	39,071
Total 03-6121 · Other Pro-Shop Expenses	3,899	5,365	22,773	20,150	4,258	16,650	2,169	12,193	2,810	12,412
03-6211 · Cart Lease/Purchase-Principal	0	0	24,238	24,238	11,707	23,300	2,717	10,868	2,717	12,983
Total 03-6100 · Pro Shop Expenditures	<u>15,906</u>	<u>19,765</u>	<u>113,420</u>	<u>117,588</u>	<u>26,363</u>	<u>80,047</u>	<u>14,174</u>	<u>74,186</u>	<u>15,300</u>	<u>64,466</u>
03-6300 · Grounds Maintenance Expenditure										
Total 03-6310 · Payroll	14,683	14,870	78,103	86,575	14,573	63,097	13,326	57,338	14,666	59,368
Total 03-6321 · Other Golf Course Maint. Exp.	2,666	7,413	28,614	25,784	4,145	16,043	6,697	23,390	3,875	18,221
03-6362 · Machinery Lease/Purchase	0	0	23,063	23,065	12,178	26,023	11,907	25,445	831	24,879
Total 03-6300 · Grounds Maintenance Expenditure	<u>17,349</u>	<u>22,283</u>	<u>129,780</u>	<u>135,424</u>	<u>30,896</u>	<u>105,163</u>	<u>31,930</u>	<u>106,173</u>	<u>19,372</u>	<u>102,468</u>
Total Tennis/Swim Expenses	58	275	217	3,475	43	1,165	0	0	0	1,144
03-6500 · Food & Beverage Expenses										
Total 03-6510 · Payroll & Payroll Expense	17,766	16,758	95,916	85,490	14,547	62,797	13,425	62,240	15,767	67,097
Total 03-6521 · Other Food & Beverage Expenses	7,490	10,056	66,114	63,039	11,013	46,196	13,385	51,768	10,584	45,477
Total 03-6500 · Food & Beverage Expenses	<u>25,256</u>	<u>26,814</u>	<u>162,030</u>	<u>148,529</u>	<u>25,560</u>	<u>108,993</u>	<u>26,810</u>	<u>114,008</u>	<u>26,351</u>	<u>112,574</u>
Total 03-6900 · Building Repairs & Maint.	0	10,000	9,186	46,000	0	0	0	0	0	0
<b>Total Expenses</b>	<b>61,552</b>	<b>84,614</b>	<b>439,361</b>	<b>477,386</b>	<b>86,956</b>	<b>319,143</b>	<b>79,794</b>	<b>334,738</b>	<b>68,868</b>	<b>317,989</b>
<b>Net Ordinary Income</b>	<b>9,770</b>	<b>3,392</b>	<b>-25,364</b>	<b>-3,204</b>	<b>30,772</b>	<b>119,441</b>	<b>-14,694</b>	<b>73,913</b>	<b>7,180</b>	<b>96,371</b>

Run Date 2/09/19

## Recreation Fund Profit & Loss Budget vs. Actual

### Golf Operating Profit & Loss (condensed)

#### Golfing Revenues

	Feb 2020	Budget Feb 2020	Oct 19 - Feb 2020	Budget Oct 19 - Feb 2020	Feb 2019	Oct 18- Feb 19	Feb 18	Oct 16- Feb 18	Feb 17	Oct 16 - Feb 17
03-5010 · Membership Dues	8,274	17,585	83,464	112,861	17,525	111,344	18,707	125,501	18,334	124,385
03-5035 · Green Fees	8,756	12,343	48,147	67,516	10,961	48,226	7,356	56,461	13,444	65,336
03-5040 · Golf Cart Rental	9,089	6,200	43,863	32,400	4,639	22,987	3,701	28,035	4,026	19,945
03-5045 · Driving Range	4,185	4,300	7,560	13,600	2,431	11,663	8,023	16,952	1,969	8,877
03-5050 · Tournament-Income	2,160	0	6,500	2,500	2,462	7,125	650	4,280	0	0
03-5052 · Misc. Pro-Shop Income	0	70	1,000	185	12	89	0	206	0	11
03-5053 · Handicap	1,526	0	3,701	4,080	750	5,010	-1,830	4,920	300	300
03-5060 · Pro Shop Sales	3,122	2,700	17,456	13,400	4,560	21,292	3,671	18,237	2,684	18,540
<b>Total Golfing Revenue</b>	<b>37,112</b>	<b>43,198</b>	<b>211,691</b>	<b>246,542</b>	<b>43,340</b>	<b>227,736</b>	<b>40,278</b>	<b>254,592</b>	<b>40,757</b>	<b>237,394</b>

#### Golfing Related Expenses

Golf Shop Operating Expenses	17,796	18,280	72,718	73,585	14,656	56,747	14,174	74,186	15,300	64,466
Grounds Maintenance Expenses	18,899	19,998	88,971	90,076	18,718	79,140	20,023	80,728	18,541	77,589
Cart Principal Paid	0	0	24,238	24,238		23,300	0	0	0	0
Equipment Principal Paid	0	0	23,063	23,065		26,023	11,907	25,445	831	24,879
<b>Total Golfing Related Expenses</b>	<b>36,695</b>	<b>38,278</b>	<b>208,990</b>	<b>210,964</b>	<b>33,374</b>	<b>185,210</b>	<b>46,104</b>	<b>180,359</b>	<b>34,672</b>	<b>166,934</b>

<b>Golfing Net Gain/Loss</b>	<b>417</b>	<b>4,920</b>	<b>2,701</b>	<b>35,578</b>	<b>9,966</b>	<b>42,526</b>	<b>-5,826</b>	<b>74,233</b>	<b>6,085</b>	<b>70,460</b>
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### Food & Beverage Profit & Loss (condensed)

#### Food & Beverage Revenue

Total Food & Beverage Revenues	26,482	26,950	146,748	141,350	20,630	124,970	17,092	113,967	26,967	137,494
Total Food & Beverage Expenses	30,324	27,639	120,848	121,715	25,560	108,993	26,810	114,008	26,351	112,574
<b>Total Food &amp; Beverage Net Gain/Loss</b>	<b>-3,842</b>	<b>-689</b>	<b>25,900</b>	<b>19,635</b>	<b>-4,930</b>	<b>15,977</b>	<b>-9,718</b>	<b>-41</b>	<b>616</b>	<b>24,920</b>

**Recreation Fund**  
**Check Detail**  
February 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Check	EFT	02/18/2020	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-590.14
				03-2029 · Alcohol Tax Payable	-590.14	590.14
TOTAL					-590.14	590.14
Check	EFT	02/18/2020	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-726.66
				03-2029 · Alcohol Tax Payable	-726.66	726.66
TOTAL					-726.66	726.66
Check	EFT	02/18/2020	State Comptroller	03-1012 · Bancorp South Cking Acct #1910		-1,751.14
				03-2026 · Sales Tax Payable	-1,751.14	1,751.14
TOTAL					-1,751.14	1,751.14
Check	1350	02/12/2020	Hill Country Health Store	03-1010 · BancorpSouth - Petty Cash #3232		-119.64
				03-6160 · Inventory Purchased	-119.64	119.64
TOTAL					-119.64	119.64
Bill Pmt -Ct 3243		02/06/2020	Adidas America Inc.	03-1012 · Bancorp South Cking Acct #1910		-436.50
Bill		12/23/2019		03-6160 · Inventory Purchased	-436.50	436.50
TOTAL					-436.50	436.50
Bill Pmt -Ct 3244		02/06/2020	AlSCO, Inc.	03-1012 · Bancorp South Cking Acct #1910		-318.99
Bill		01/31/2020		03-6573 · Linen	-318.99	318.99
TOTAL					-318.99	318.99
Bill Pmt -Ct 3245		02/06/2020	Amazon Business	03-1012 · Bancorp South Cking Acct #1910		-245.21
Bill		01/18/2020		03-6329 · Equipment Maint & Repair	-69.72	69.72
Bill		01/22/2020		03-6040 · Office Supplies	-57.00	57.00
Bill		01/23/2020		03-6329 · Equipment Maint & Repair	-18.98	18.98
Bill		01/24/2020		03-6329 · Equipment Maint & Repair	-31.54	31.54
Bill		01/26/2020		03-6329 · Equipment Maint & Repair	-44.99	44.99
Bill		01/28/2020		03-6329 · Equipment Maint & Repair	-22.98	22.98
TOTAL					-245.21	245.21
Bill Pmt -Ct 3246		02/06/2020	Austin Turf & Tractor	03-1012 · Bancorp South Cking Acct #1910		-4.48
Bill		01/27/2020		03-6329 · Equipment Maint & Repair	-4.48	4.48
TOTAL					-4.48	4.48
Bill Pmt -Ct 3247		02/06/2020	Ben E. Keith	03-1012 · Bancorp South Cking Acct #1910		-1,775.03
Bill		01/28/2020		03-6160 · Inventory Purchased	-211.32	211.32
				03-6122 · Miscellaneous and Supplies	-117.82	117.82
Bill		01/28/2020		03-6549 · Food Exp	-1,002.65	1,002.65

**Recreation Fund**  
**Check Detail**  
February 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				03-6552 · Other Food & Beverage Supplies	-196.59	196.59
				03-6540 · Supplies	-65.78	65.78
Bill		02/04/2020		03-6160 · Inventory Purchased	-180.87	180.87
TOTAL					-1,775.03	1,775.03
<b>Bill Pmt -Ct 3248</b>		<b>02/06/2020</b>	<b>Buckeye Cleaning Center</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-155.64</b>
Bill		01/22/2020		03-6122 · Miscellaneous and Supplies	-155.64	155.64
TOTAL					-155.64	155.64
<b>Bill Pmt -Ct 3249</b>		<b>02/06/2020</b>	<b>Card Service Center</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-206.05</b>
Bill		01/27/2020		03-6320 · Fuel & Lubricants	-108.23	108.23
				03-6380 · Other Grounds Maint Exp	-9.57	9.57
Bill		01/29/2020		03-6160 · Inventory Purchased	-88.25	88.25
TOTAL					-206.05	206.05
<b>Bill Pmt -Ct 3250</b>		<b>02/06/2020</b>	<b>City of Marble Falls</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-112.88</b>
Bill		01/16/2020		03-6346 · Sewer & Water	-112.88	112.88
TOTAL					-112.88	112.88
<b>Bill Pmt -Ct 3251</b>		<b>02/06/2020</b>	<b>Meadowlakes - PWD</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-1,000.00</b>
Bill		10/31/2019		03-6915 · Bldg. Renovations/Repairs	-801.25	2,747.85
				03-6047 · Dues & Subscriptions	-76.99	264.00
				03-6321 · Other Golf Course Maint. Exp.	-1.74	5.98
				03-6122 · Miscellaneous and Supplies	-46.22	158.52
				03-6565 · Equipment Maint & Repair	-2.37	8.14
				03-6572 · Other Misc. Restaurant Expenses	-4.66	15.99
				03-6354 · Small Tools	-66.77	229.00
TOTAL					-1,000.00	3,429.48
<b>Bill Pmt -Ct 3252</b>		<b>02/06/2020</b>	<b>Gail's Flags, Inc.</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-400.18</b>
Bill		01/13/2020		03-6380 · Other Grounds Maint Exp	-324.18	324.18
Bill		01/23/2020		03-6320 · Fuel & Lubricants	-76.00	76.00
TOTAL					-400.18	400.18
<b>Bill Pmt -Ct 3253</b>		<b>02/06/2020</b>	<b>Professional Turf Products</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-78.04</b>
Bill		01/17/2020		03-6329 · Equipment Maint & Repair	-78.04	78.04
TOTAL					-78.04	78.04
<b>Bill Pmt -Ct 3254</b>		<b>02/06/2020</b>	<b>Site One Landscape Sup.</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-393.09</b>
Bill		01/03/2020		03-6324 · Chemicals	-175.84	175.84
Bill		01/13/2020		03-6322 · Fertilizer	-217.25	217.25
TOTAL					-393.09	393.09
<b>Bill Pmt -Ct 3255</b>		<b>02/06/2020</b>	<b>SRIXON/Cleveland</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>		<b>-432.00</b>

**Recreation Fund**  
**Check Detail**  
**February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill		12/20/2019		03-6160 · Inventory Purchased	-432.00	432.00
TOTAL					-432.00	432.00
Bill Pmt -Cr 3256	02/06/2020		Techline Pipe , LP	03-1012 · Bancorp South Cking Acct #1910		-126.91
Bill		01/29/2020		03-6332 · Irrigation Repair & Maint.	-126.91	126.91
TOTAL					-126.91	126.91
Bill Pmt -Cr 3257	02/06/2020		Texas Workforce Comm.	03-1012 · Bancorp South Cking Acct #1910		-130.99
Bill		01/13/2020		03-6516 · F&B-Unemployment Expense	-130.99	130.99
TOTAL					-130.99	130.99
Bill Pmt -Cr 3258	02/06/2020		Texoma Golf	03-1012 · Bancorp South Cking Acct #1910		-215.43
Bill		01/27/2020		03-6160 · Inventory Purchased	-215.43	215.43
TOTAL					-215.43	215.43
Bill Pmt -Cr 3259	02/13/2020		Ben E. Keith	03-1012 · Bancorp South Cking Acct #1910		-1,198.04
Bill		02/04/2020		03-6549 · Food Exp	-850.27	850.27
				03-6552 · Other Food & Beverage Supplies	-105.65	105.65
				03-6540 · Supplies	-42.93	42.93
Bill		02/07/2020		03-6560 · Equipment Rental	-70.00	70.00
Bill		02/11/2020		03-6160 · Inventory Purchased	-79.20	79.20
				03-6122 · Miscellaneous and Supplies	-49.99	49.99
TOTAL					-1,198.04	1,198.04
Bill Pmt -Cr 3260	02/13/2020		Complete Care Heat & AC	03-1012 · Bancorp South Cking Acct #1910		-350.00
Bill		12/23/2019		03-6565 · Equipment Maint & Repair	-350.00	350.00
TOTAL					-350.00	350.00
Bill Pmt -Cr 3261	02/13/2020		Pinnacle Propane, LLC	03-1012 · Bancorp South Cking Acct #1910		-956.99
Bill		01/30/2020		03-6320 · Fuel & Lubricants	-956.99	956.99
TOTAL					-956.99	956.99
Bill Pmt -Cr 3262	02/13/2020		Site One Landscape Sup.	03-1012 · Bancorp South Cking Acct #1910		-1,626.36
Bill		12/31/2019		03-6324 · Chemicals	-1,626.36	1,626.36
TOTAL					-1,626.36	1,626.36
Bill Pmt -Cr 3263	02/20/2020		4-T Propane, LLC	03-1012 · Bancorp South Cking Acct #1910		-507.75
Bill		02/13/2020		03-6053 · Propane	-507.75	507.75
TOTAL					-507.75	507.75
Bill Pmt -Cr 3264	02/20/2020		Acushnet Company	03-1012 · Bancorp South Cking Acct #1910		-667.26



**Recreation Fund**  
**Check Detail**  
February 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill		01/03/2020		03-6160 · Inventory Purchased	-667.26	667.26
TOTAL					-667.26	667.26
Bill Pmt -Ct 3265		02/20/2020	Ben E. Keith	03-1012 · Bancorp South Cking Acct #1910		-975.55
Bill		02/11/2020		03-6549 · Food Exp	-653.15	653.15
				03-6552 · Other Food & Beverage Supplies	-300.42	300.42
				03-6540 · Supplies	-21.98	21.98
TOTAL					-975.55	975.55
Bill Pmt -Ct 3266		02/20/2020	Bill's Lock and Key	03-1012 · Bancorp South Cking Acct #1910		-20.00
Bill		02/19/2020		03-6623 · Miscellaneous Pool Expense	-20.00	20.00
TOTAL					-20.00	20.00
Bill Pmt -Ct 3267		02/20/2020	Buckeye Cleaning Center	03-1012 · Bancorp South Cking Acct #1910		-27.80
Bill		01/31/2020		03-6122 · Miscellaneous and Supplies	-27.80	27.80
TOTAL					-27.80	27.80
Bill Pmt -Ct 3268		02/20/2020	Cable Ad-Concepts, Inc	03-1012 · Bancorp South Cking Acct #1910		-216.00
Bill		01/28/2020		03-6045 · Advertising	-216.00	216.00
TOTAL					-216.00	216.00
Bill Pmt -Ct 3269		02/20/2020	Meadowlakes-General Fund	03-1012 · Bancorp South Cking Acct #1910		0.00
TOTAL					0.00	0.00
Bill Pmt -Ct 3270		02/20/2020	Meadowlakes - PWD	03-1012 · Bancorp South Cking Acct #1910		-1,500.00
Bill		10/31/2019		03-6915 · Bldg. Renovations/Repairs	-1,201.86	2,747.85
				03-6047 · Dues & Subscriptions	-115.46	264.00
				03-6321 · Other Golf Course Maint. Exp.	-2.62	5.98
				03-6122 · Miscellaneous and Supplies	-69.34	158.52
				03-6565 · Equipment Maint & Repair	-3.56	8.14
				03-6572 · Other Misc. Restaurant Expenses	-7.00	15.99
				03-6354 · Small Tools	-100.16	229.00
TOTAL					-1,500.00	3,429.48
Bill Pmt -Ct 3271		02/20/2020	Gail's Flags, Inc.	03-1012 · Bancorp South Cking Acct #1910		-211.10
Bill		02/05/2020		03-6122 · Miscellaneous and Supplies	-211.10	211.10
TOTAL					-211.10	211.10
Bill Pmt -Ct 3272		02/20/2020	Mustang Equipment	03-1012 · Bancorp South Cking Acct #1910		-48.38
Bill		02/07/2020		03-6329 · Equipment Maint & Repair	-48.38	48.38
TOTAL					-48.38	48.38
Bill Pmt -Ct 3273		02/20/2020	PEC	03-1012 · Bancorp South Cking Acct #1910		-2,004.48

**Recreation Fund**  
**Check Detail**  
**February 2020**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill		02/08/2020		03-6052 · Electric	-918.63	918.63
				03-6052 · Electric	-457.92	457.92
				03-6342 · Electric - Maint. Building	-232.91	232.91
				03-6344 · Electric - Irrigation	-356.77	356.77
				03-6420 · Electric	-38.25	38.25
TOTAL					-2,004.48	2,004.48
<b>Bill Pmt -Ct 3274</b>	<b>02/20/2020</b>	<b>River City Power Washing</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>			<b>-522.50</b>
Bill	10/22/2019		03-6565 · Equipment Maint & Repair		-522.50	522.50
TOTAL					-522.50	522.50
<b>Bill Pmt -Ct 3275</b>	<b>02/20/2020</b>	<b>Meadowlakes-General Fund</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>			<b>-1,500.00</b>
Bill	01/31/2020		03-6040 · Office Supplies		-26.73	94.88
			03-6801 · Miscellaneous Expenses		-10.10	35.85
			03-6042 · Postage		-71.06	252.21
			03-6565 · Equipment Maint & Repair		-533.62	1,894.00
			03-6561 · Liquor License		-608.58	2,160.06
			03-6102 · Building Repair & Maintenance		-78.89	279.99
			03-6049 · Miscellaneous Expenses		-171.02	607.00
TOTAL					-1,500.00	5,323.99
<b>Bill Pmt -Ct 3276</b>	<b>02/20/2020</b>	<b>Meadowlakes-General Fund</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>			<b>-455.00</b>
Bill	02/28/2020		03-6370 · Raw Water Purchase		-455.00	455.00
TOTAL					-455.00	455.00
<b>Bill Pmt -Ct 3277</b>	<b>02/27/2020</b>	<b>Ben E. Keith</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>			<b>-1,003.32</b>
Bill	02/18/2020		03-6549 · Food Exp		-947.51	947.51
			03-6552 · Other Food & Beverage Supplies		-26.83	26.83
			03-6540 · Supplies		-28.98	28.98
TOTAL					-1,003.32	1,003.32
<b>Bill Pmt -Ct 3278</b>	<b>02/27/2020</b>	<b>Burnet County Tax Assessor</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>			<b>-750.00</b>
Bill	02/14/2020		03-6561 · Liquor License		-750.00	750.00
TOTAL					-750.00	750.00
<b>Bill Pmt -Ct 3279</b>	<b>02/27/2020</b>	<b>Complete Care Heat &amp; AC</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>			<b>-220.00</b>
Bill	02/24/2020		03-6565 · Equipment Maint & Repair		-220.00	220.00
TOTAL					-220.00	220.00
<b>Bill Pmt -Ct 3280</b>	<b>02/27/2020</b>	<b>Debra Ingalsbe</b>	<b>03-1012 · Bancorp South Cking Acct #1910</b>			<b>-42.10</b>
Bill	02/26/2020		03-6549 · Food Exp		-6.16	6.16
			03-6549 · Food Exp		-35.94	35.94
TOTAL					-42.10	42.10

**Recreation Fund**  
**Check Detail**  
February 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Cr	3281	02/27/2020	Fox Mail	03-1012 · Bancorp South Cking Acct #1910		-400.00
Bill		02/21/2020		03-6045 · Advertising	-400.00	400.00
TOTAL					-400.00	400.00
Bill Pmt -Cr	3282	02/27/2020	Kristina Reyes	03-1012 · Bancorp South Cking Acct #1910		-16.66
Bill		02/26/2020		03-6549 · Food Exp	-16.66	16.66
TOTAL					-16.66	16.66
Bill Pmt -Cr	3283	02/27/2020	Liquid Environmental Sol.	03-1012 · Bancorp South Cking Acct #1910		-210.08
Bill		02/12/2020		03-6565 · Equipment Maint & Repair	-210.08	210.08
TOTAL					-210.08	210.08
Bill Pmt -Cr	3284	02/27/2020	Northland Comm.	03-1012 · Bancorp South Cking Acct #1910		-180.09
Bill		02/18/2020		03-6520 · Television-Clubhouse	-25.97	25.97
				03-6050 · Telephone	-102.75	102.75
				03-6050 · Telephone	-51.37	51.37
TOTAL					-180.09	180.09
Bill Pmt -Cr	3285	02/27/2020	Professional Turf Products	03-1012 · Bancorp South Cking Acct #1910		-68.85
Bill		02/17/2020		03-6329 · Equipment Maint & Repair	-68.85	68.85
TOTAL					-68.85	68.85
Bill Pmt -Cr	3286	02/27/2020	Texoma Golf	03-1012 · Bancorp South Cking Acct #1910		-271.27
Bill		02/03/2020		03-6160 · Inventory Purchased	-156.01	156.01
Bill		02/07/2020		03-6160 · Inventory Purchased	-115.26	115.26
TOTAL					-271.27	271.27
Check	5392	02/06/2020	Petty Cash	03-1010 · BancorpSouth - Petty Cash #3232		-49.35
				06-6063 · Tips In/Out	-49.35	49.35
TOTAL					-49.35	49.35
Check	5393	02/07/2020	Keg 1	03-1010 · BancorpSouth - Petty Cash #3232		-196.40
				03-6547 · Beer/Wine	-196.40	196.40
TOTAL					-196.40	196.40
Check	5394	02/07/2020	Ben E Keith	03-1010 · BancorpSouth - Petty Cash #3232		-306.61
				03-6547 · Beer/Wine	-306.61	306.61
TOTAL					-306.61	306.61
Check	5395	02/07/2020	Petty Cash	03-1010 · BancorpSouth - Petty Cash #3232		-249.99

**Recreation Fund**  
**Check Detail**  
February 2020

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				06-6063 · Tips In/Out	-249.99	249.99
TOTAL					-249.99	249.99
Check	5396	02/07/2020	Petty Cash	03-1010 · BancorpSouth - Petty Cash #3232		-123.60
				06-6063 · Tips In/Out	-123.60	123.60
TOTAL					-123.60	123.60
Check	5398	02/13/2020	Twin Liquors	03-1010 · BancorpSouth - Petty Cash #3232		-438.38
				03-6547 · Beer/Wine	-123.56	123.56
				03-6548 · Liquor Expense	-314.82	314.82
TOTAL					-438.38	438.38
Total Recreation Fund Disbursement for February 2020						42,898.81

## Payroll All Funds for the Month of February 2020

Pay period: 1/18 to 1/31/2020  
 Pay Date: February 3, 2020

<b>Fund:</b>	<b><u>Utility</u></b>	
Payroll	\$	10,158.17
FICA	\$	777.10
TMRS	\$	244.45
<b>Total Payroll</b>	<b>\$</b>	<b>11,179.72</b>

<b>Fund:</b>	<b><u>General</u></b>	
Payroll	\$	12,531.51
FICA	\$	958.66
TMRS	\$	297.37
<b>Total Payroll</b>	<b>\$</b>	<b>13,787.54</b>

<b>Fund:</b>	<b><u>Recreation</u></b>	
Payroll	\$	16,113.11
FICA	\$	1,366.76
TMRS	\$	353.71
<b>Total Payroll</b>	<b>\$</b>	<b>17,833.58</b>

**TOTAL THIS PAY PERIOD:** **\$42,800.84**

Pay period: 2/01 to 2-14-2020  
 Pay Date: February 17, 2020

<b>Fund:</b>	<b><u>Utility</u></b>	
Payroll	\$	9,187.55
FICA	\$	702.85
TMRS	\$	219.48
<b>Total Payroll</b>	<b>\$</b>	<b>10,109.88</b>

<b>Fund:</b>	<b><u>General</u></b>	
Payroll	\$	12,401.78
FICA	\$	948.74
TMRS	\$	294.01
<b>Total Payroll</b>	<b>\$</b>	<b>13,644.53</b>

<b>Fund:</b>	<b><u>Recreation</u></b>	
Payroll	\$	15,816.22
FICA	\$	1,297.01
TMRS	\$	351.10
<b>Total Payroll</b>	<b>\$</b>	<b>17,464.33</b>

**TOTAL THIS PAY PERIOD:** **\$41,218.74**

Pay period:  
 Pay Date:

<b>Fund:</b>	<b><u>Utility</u></b>	
Payroll		
FICA		
TMRS		
<b>Total Payroll</b>	<b>\$</b>	<b>-</b>

<b>Fund:</b>	<b><u>General</u></b>	
Payroll		
FICA		
TMRS		
<b>Total Payroll</b>	<b>\$</b>	<b>-</b>

<b>Fund:</b>	<b><u>Recreation</u></b>	
Payroll		
FICA		
TMRS		
<b>Total Payroll</b>	<b>\$</b>	<b>-</b>

**TOTAL THIS PAY PERIOD:** **\$ -**

**Total Payroll** **\$ 84,019.58**

## City of Meadowlakes

# Mayor and Council Communication

**COUNCIL ACTION:** Agenda Item #4- A

**DATE:** March 23, 2020

**REFERENCE:** Resolution 2020-02-Adoption  
FY19 Audit

**Council Meeting Date:** Special Called Meeting – March 26, 2020

**AGENDA ITEM:** Agenda Item #4-A – Resolution 2020-02-Adoption of FY19 Audit

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

Please refer to your March 16<sup>th</sup> agenda packet for the copy of the 2019 audit. The audit was prepared by the independent auditing firm of Neffendorf & Knopp, P.C., Certified Public Accountants of Fredericksburg. We must have our records and accounts audited annually by an independent auditor and the Audit, once adopted by the Council, will be filed, along with the Auditor's opinion letter, with the City Secretary. The Audit will be available for public review in the Secretary's office, as well as on our website.

Due to the current disaster declaration and limits on the number of individuals that can gather, the auditor will not be present to review the audit with you. However, if you have any questions regarding the audit, please give me a call and I'll put you in touch with the auditor.

I know that trying to read the Audit is somewhat challenging to understand; I find the "Management's Discussion and Analysis" beginning on page 3, as well as the Auditor's opinion letter, which is the final two pages, the most helpful. Please note that we received a clean audit with no noted deficiencies. I've reviewed the audit and accompanying journal entries in detail and found no issue with either the audit report or the end of year journal entries. Should you have any questions, please feel free to give me a call, and I will forward them to the auditors.

**RECOMMENDATION:**

I would recommend the adoption of Resolution 2020-02 which formally adopts the Audit in its final form.

**City of Meadowlakes**  
**RESOLUTION NUMBER 2020-02**  
**March 26, 2020**

**A RESOLUTION BY THE CITY OF MEADOWLAKES, BURNET COUNTY, TEXAS, ACCEPTING THE FISCAL YEAR 2019 AUDIT, FINANCIAL STATEMENT AND OPINION FOR FISCAL YEAR ENDING SEPTEMBER 30, 2019, AS PREPARED BY NEFFENDORF & KNOPP, P.C. CERTIFIED PUBLIC ACCOUNTANTS, AND AUTHORIZING THE CITY SECRETARY TO FILE THE AUDIT IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 103.003, TEXAS LOCAL GOVERNMENT CODE.**

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

**WHEREAS**, the City Council of the City of Meadowlakes retained the firm of Neffendorf & Knopp P.C. to perform the City's Fiscal Year 2019 audit; and

**WHEREAS**, the City Council of the City of Meadowlakes presented the Audit Report for Fiscal Year 2019 by Mr. Keith Neffendorf with the firm of Neffendorf & Knopp, P.C. on March 26, 2020; and

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council of the City of Meadowlakes, Burnet County, Texas, the City Council does hereby accept the Audit Report of the financial records of the City of Meadowlakes, Burnet County, Texas for Fiscal Year 2019, and that the City Secretary is hereby authorized to file the audit and accompanying statements and opinion as required by the provisions of Chapter 103.003, Texas Local Government Code.

**PASSED, ADOPTED, AND APPROVED** by the City Council of the City of Meadowlakes this the 26<sup>th</sup> day of March 2020.

**CITY OF MEADOWLAKES**

\_\_\_\_\_  
Mary Ann Raesener, Mayor

**ATTEST:**

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

**City of Meadowlakes**

# **Mayor and Council Communication**

<b>COUNCIL ACTION:</b> Agenda Item #4- B
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**DATE:** March 23, 2020

**REFERENCE:** Resolution 2020-03-  
Continuance of Local Declaration of Local  
Disaster

**Council Meeting Date:** Special Called Meeting – March 26, 2020

**AGENDA ITEM:** Agenda Item #4-B – Resolution 2020-03 – Continuance of Local Declaration of  
Local Disaster

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

As you are aware, the Mayor, on Friday, March 20<sup>th</sup>, issued a declaration of local disaster in response to the concerns over the COVID-19 virus. Her original declaration is in force for only seven (7) days and, if not confirmed or extended by the Council, will expire on Friday March 27<sup>th</sup> at 11:59 p.m. It is evident that the current issues with the COVID-19 virus will continue for a considerable amount of time after this Friday's deadline. Resolution 2020-03 extends the Mayor's present declaration until the termination of the State of Texas Disaster Declaration or the termination of Burnet County's Disaster.

**RECOMMENDATION:**

I would recommend the passage of Resolution 2020-03

**ATTACHMENTS:**

Copy of the Mayor's Declaration of Local Disaster dated March 20, 2020.



# **CITY OF MEADOWLAKES DECLARATION No. 2020-D01**

## **A DECLARATION OF THE MAYOR OF THE CITY OF MEADOWLAKES, TEXAS, DECLARING THAT COVID-19 POSES AN IMMINENT THREAT OF DISASTER IN THE CITY AND DECLARING A STATE OF DISASTER IN THE CITY OF MEADOWLAKES, PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, the City of Meadowlakes on the 20<sup>th</sup> day of March 2020, has determined that there is an imminent threat of injury or loss of life or property resulting from the novel coronavirus (COVID-19) has been recognized globally as a contagious respiratory virus; and

**WHEREAS**, it is critical to take additional steps to prepare for, respond to, and mitigate the spread of COVID-19 to protect the health and welfare of the City of Meadowlakes; and

**WHEREAS**, declaring a state of disaster will facilitate and expedite the use and deployment of resources to enhance preparedness and response; and

**WHEREAS**, the Governor of the State of Texas certified that COVID-19 poses an imminent threat of disaster and declared a state of disaster for all counties in the State of Texas on the 13<sup>th</sup> day of March 2020; and

**WHEREAS**, the Mayor of City of Meadowlakes has determined that extraordinary measures must be taken to alleviate and prevent the suffering of people and to protect property; and

**NOW, THEREFORE, BE IT PROCLAIMED, BY THE MAYOR OF  
MEADOWLAKES:**

Section 1. That a local state of disaster is hereby declared pursuant to Section 418.108(a) of the Texas Government Code.

Section 2. Pursuant to Section 418.108(b) of the Texas Government Code, the state of disaster shall continue for a period of not more than seven days from the date of this declaration unless continued or renewed by the City Council of the City of Meadowlakes.

Section 3. Pursuant to Section 418.108(c) of the Texas Government Code, this declaration of a local state of disaster shall be given prompt and general publicity and shall be filed promptly with the City Secretary.

Section 4. Pursuant to Section 418.108(d) of the Texas Government Code, this declaration of a local state of disaster activates the city emergency management plan.

Section 5. This proclamation shall take effect immediately from and after its issuance.

**ORDERED** this 20<sup>th</sup> day of March 2020.



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**Mary Ann Raesener**  
**Mayor**

**City of Meadowlakes**  
**RESOLUTION NUMBER 2020-03**  
**March 26, 2020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MEADOWLAKES, TEXAS, CONSENTING TO CONTINUE A DECLARATION OF A LOCAL, STATE OF DISASTER IN RESPONSE TO CONCERNS RELATED TO THE CORONAVIRUS DISEASE 2019 (COVID-19) FOR A PERIOD OF MORE THAN SEVEN DAYS; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS PASSED WAS NOTICED AND IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.**

**WHEREAS**, on March 20, 2020, the Mayor acting in accordance with the authority granted to her under Section 418.108(a) of the Texas Government Code declared a local state of disaster for the City due to concerns related to the coronavirus disease 2019 (COVID-19); and

**WHEREAS**, Section 418.108 (b) of the Texas Government Code provides that such a declaration of disaster may not be continued for a period of more than seven days except with the consent of the governing body of the political subdivision; and

**WHEREAS**, on the 18<sup>th</sup> day of March 2020, Burnet County, issued a Proclamation Declaring a Local State of Disaster Due to a Public Health Emergency; and

**WHEREAS**, on the 19<sup>th</sup> day of March 2020, Governor Greg Abbott, issued Executive Order GA 08, Relating to COVID-19 Preparedness and Mitigation, stating people shall avoid social gatherings in groups of more than 10 people and closing schools until April 3, 2020; in accordance with the President's Coronavirus Guidelines for America, as promulgated by President Donald J. Trump and the

Centers for Disease Control and Prevention (CDC), and mandating certain obligations for Texans that are aimed at slowing the spread of COVID-19; and

**WHEREAS**, on the 22<sup>nd</sup> day of March 2020, Governor Greg Abbott, issued Executive Order GA 09, Relating to hospital capacity during the COVID-19 Disaster, continuing until 11:59 p.m. on April 21, 2020, requiring all licensed health care professionals and all licensed health care facilities to postpone all surgeries and procedures that are not immediately medically necessary, with some exceptions; and suspending some statutory requirements to address the needs for hospital capacity due to COVID-19; and

**WHEREAS**, the conditions necessitating the declaration of disaster will continue to exist for a period of more than seven days; and

**WHEREAS**, the disaster declarations issued by the President of the United States, and Texas Governor extend past seven days from March 20, 2020.

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

SECTION 1. That the City Council consents to continue the Mayor's Declaration of Local State of Disaster of March 20, 2020 through the earlier of termination of the: (a) the State of Texas Declaration of Disaster; or (b) the Burnet County Declaration of Disaster, unless terminated earlier by order or proclamation of the Mayor under Section 418.108 of the Texas Government Code.

SECTION 2. That it is officially found and determined that the meeting at which this resolution is passed is open to the public to the extent allowed by group gathering limitations during this disaster and that public notice of the time, place, and purpose of said meeting was given as required by law.

**PASSED AND APPROVED** this the 26<sup>th</sup> day of March, 2020.

**CITY OF MEADOWLAKES**

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Mary Ann Raesener, Mayor

**ATTEST:**

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Evan Bauer, City Secretary

## City of Meadowlakes

# Mayor and Council Communication

**COUNCIL ACTION:** Agenda Item #4- C

**DATE:** March 23rd, 2020

**REFERENCE:** Resolution 2020-04 –  
Resolution postponing the May 2<sup>nd</sup>, 2020  
election until November 3<sup>rd</sup>, 2020

**Council Meeting Date:** Special Called Meeting – March 26th, 2020

**AGENDA ITEM:** Agenda Item #4-C – Postponement of May 2<sup>nd</sup>, 2020 Election until November 3<sup>rd</sup>, 2020.

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

In response to the COVID-19 pandemic, the Governor issued a proclamation that authorizes all political subdivisions of the State holding general elections on May 2<sup>nd</sup>, 2020, to move their general election to November 3<sup>rd</sup>, 2020.

Basically, by postponing our election, we are preserving all the candidate filings and will not reopen candidates' filings. In other words, the election is simply suspended until November 3<sup>rd</sup>. All existing members of the Council and the Mayor will continue to exercise their duties of their offices until the newly elected members and the Mayor take their oaths of office, following the November election date.

In discussions with the Burnet County Election Administrator, he is extremely concerned about having adequate poll workers and the safety of both the workers and the public in general during this crisis. He, along with the County Judge and the Governor, are all recommending that we move out the election to the November date. It appears that the only election that may be conducted in May is one of the Burnet ISD, which has a bond package up for consideration. My understanding is that they have an urgent need for the funding of repairs and construction during the summer construction window. He has advised that he is recommending to the County Judge to move the elections scheduled for May 2<sup>nd</sup> to November 3<sup>rd</sup>. If the Judge does this, then we have no option but to hold our election on the November 3<sup>rd</sup> date. It is my understanding that action on the County's part may take place next week.

**RECOMMENDATION:**

Due to the current disaster that is in place and the uncertainty of the County canceling the election (which I anticipate will happen) I would recommend that Resolution 2020-04 be adopted as drafted. As you know, the next major issue that we will be undertaking in the very near future is the development of the 2020 budget. I would hope and would encourage all the candidates to participate in the development of the budget since they will be taking office a month after its adoption.

**ATTACHMENTS:**

**Election Advisory No. 2020-12 from Secretary of State**

# The State of Texas

Elections Division  
P.O. Box 12060  
Austin, Texas 78711-2060  
www.sos.texas.gov




Phone: 512-463-5650  
Fax: 512-475-2811  
Dial 7-1-1 For Relay Services  
(800) 252-VOTE (8683)

Ruth R. Hughes  
Secretary of State

## **ELECTION ADVISORY**

### **N0. 2020-12**

TO: Election Officials

FROM: Keith Ingram, Director of Elections 

DATE: March 18, 2020

RE: Actions for May 2, 2020 Uniform Election Date

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The purpose of this advisory is to provide guidance to local political subdivisions regarding their options for any general or special elections that have been ordered for the May 2, 2020 uniform election date. Pursuant to Section 418.016 of the Texas Government Code, the Governor has issued a proclamation suspending certain provisions of the Texas Election Code and the Texas Water Code to allow all local political subdivisions that are utilizing the May 2, 2020 uniform election date to postpone their election to the November 3, 2020 uniform election date. Pursuant to Texas Election Code 31.003 and 31.004, our office has issued the following guidelines for entities that choose to exercise this authority and postpone their election to the November uniform election date.

### **Effect of Postponement of Election**

- **Candidate Filings:** By postponing their election date, the political subdivision is preserving all candidate filings and ballot order actions that have already been taken. The postponement does **not** have the effect of reopening candidate filings.
  - **Deadlines related to Candidate Filings, Declarations of Ineligibility, Withdrawals or Death:** The deadlines that apply to the November 3, 2020 election would apply to all candidates who are currently on the ballot for the May 2, 2020 election.
- **Ballot By Mail Requests:** All applications for a ballot by mail (ABBM) that were filed for the May 2, 2020 election that are marked annual would apply for the November 3, 2020 election. All single use ABBMs that were submitted for reasons of age or disability would still be valid for the November 3, 2020 election. If a single use ABBM was submitted and indicated the reason for voting by mail was due to absence from the county, this ABBM would not be valid as the applicable election date has changed. However, we would recommend that the political subdivision send a letter to these voters along with a new ABBM in case the circumstances



surrounding their absence from the county are still valid or the voter is otherwise eligible to vote by mail.

- **Ballots by Mail:** If a political subdivision has already sent out mail ballots, those mail ballots that are returned would still be valid for the November 3, 2020 postponed election date.
- **Election Records:** All records, including candidate filings, applications to vote by mail, ballot proofs, and printed ballots shall be retained and preserved.
  - **Printed Ballots:** If your ballots have already been printed up, you may be able to reuse them for November. However, if you must change your ballot to reflect any corrections or changes that occur between now and November, you would treat the original ballots as you would in a traditional ballot correction and those ballots should be destroyed in accordance with Section 52.0064 of the Texas Election Code.
- **Requirement to use County Election Precincts in November 2020:** Per Section 42.002 of the Texas Election Code, county election precincts are required for all elections occurring in November 2020. You will need to work with your county election officer to determine whether you need to make any modifications to your ballot in light of this requirement.
- **Requirement for County Election Officer to contract with Local Political Subdivisions:** All county election officers are required to contract with local political subdivisions that postponed their May 2, 2020 election and that request a contract for election services or a joint election agreement with their county election officer pursuant to the Governor's suspension of certain Texas Election Code provisions.
- **Office Hours:** The relevant dates for maintaining office hours for election purposes will be based on the November uniform election date rather than the May election date. Under Section 31.122 of the Texas Election Code, those office hours will need to be maintained for at least three hours each day, during regular office hours, on regular business days between September 14, 2020 and December 13, 2020. However, these entities should post contact information for individuals to contact their office about election-related issues during the timeframe that those offices may be closed over the coming months.
- **Holdovers in Public Office:** Under Art. XVI, Sec. 17 of the Texas Constitution, the individuals who currently hold public offices that are scheduled to be on the ballot on the May uniform election date will continue to exercise the duties of those offices until the new officers take their oaths of office, following the November uniform election date.
- **Campaign Finance Filings:** Please contact the Texas Ethics Commission for further guidance on how these modified timelines will affect any campaign finance reporting requirements. Their office can be reached at (512) 463-5800.
- **Candidates on the ballot in both May and November:** For candidates that may be running for two offices (one normally occurring in May and one normally occurring in November), these candidates will not be removed from the ballot as they are separate elections that are normally not occurring on the same date.

### **Required Action by Governing Body to Move Election Date**

In order to utilize this move, the governing body of the political subdivisions holding the elections must **order** the postponement of their election to the November 3, 2020 uniform election date. The order for this official action should contain the following items:

1. A reference to the proclamation that authorizes the entity to postpone their election date, and the fact that the political subdivision is exercising this authority.
2. Confirmation that the candidate filings for the election will remain valid for the election held on the November date and that the filing period will not be re-opened for the November election date.
3. Confirmation that all ABBMs for voters that are voting by mail due to being over the age of 65 or due to disability will still be valid for the postponed election, and that ABBMs for voters who submitted ABBMs based on expected absence from the county would not be valid for the postponed election.
4. The major relevant dates for the November election, including the voter registration deadline (October 5, 2020), the deadline to submit an ABBM (October 23, 2020), and the dates for early voting (October 19, 2020 – October 30, 2020).

### **Necessary Revisions to Order of Election**

In addition, the entity will need to meet by August 17, 2020 to make any necessary revisions to the entity's original order of election. Those revisions may include:

1. The change to the date of the election;
2. Any change in location of the main early voting location;
3. Any changes to early voting dates and hours, including weekend early voting;
4. Any changes to the identity of the early voting clerk and their contact information; or
5. Any changes to branch early voting locations.

If you are holding a bond election, you may need to make additional revisions to your order of election for that bond election. If this is the case, we recommend reaching out to your bond counsel for additional guidance.

### **Securing Election Records**

All election records should be stored and secured during the postponement period. This may require your entity to use preservation methods that are similar to the methods you would use during the preservation period after the election has occurred. This includes:

- Storing returned ballots by mail in locked, sealed ballot boxes.
- Securely storing any unused ballots.
- Securely retaining any relevant election records, including candidate applications and ABBMs.

### **Voting System Equipment**

If you are leasing voting system equipment from the county or directly from the vendor, then you may need to contact your vendor or your county regarding any necessary modifications to those lease agreements or to modify your procedures and timelines for receiving that equipment.

### **Open Meeting Requirements**

The Governor has suspended and modified certain open meeting requirements pursuant to his disaster declaration. These changes include allowing the entity to establish procedures for telephonic or videoconferenced meetings of governmental bodies that are accessible to the public.

These procedures must include a process for members of the public to participate and address the governmental body in those meetings, notice to the public on the means of participating remotely, and access to the public for recordings of those meetings.

For more information, please review the applicable [documentation](#) from the Governor's Office or contact the Office of the Attorney General.

### **Update Official Websites and Notify Media**

Any entities that are exercising this authority to postpone their election date must post notice on the entity's website and should alert any local media organizations regarding this change to their election date.

The entity must also provide notice to their county election officer regarding this change, as the county is required to post the entity's notice of election on the county's website no later than the 60th day before the date of the election under Election Code 4.008. If that election date will be changing due to the entity's decision to postpone the election then the entity must provide a revised notice to the county for posting on the county's website.

If you have any questions regarding this advisory, please contact the Elections Division at 1-800-252-2216.

KI:CA:CP

**City of Meadowlakes**  
**RESOLUTION NUMBER 2020-04**  
**March 26, 2020**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
MEADOWLAKES, TEXAS POSTPONING THE MAY 2, 2020  
GENERAL ELECTION FOR MUNICIPAL OFFICERS UNTIL  
NOVEMBER 3, 2020; AND PROVIDING FOR OTHER RELATED  
MATTERS.**

**WHEREAS**, a general election has been previously ordered to be held on May 2, 2020 for the purposes of electing a Mayor and two Council Members, Places 1 and 3 for the City of Meadowlakes, Texas; and

**WHEREAS**, on March 13, 2020 the Governor of the State of Texas declared a state of disaster for all counties in the State of Texas arising out of the COVID-19 pandemic; and

**WHEREAS**, in response to the COVID-19 pandemic on March 18, 2020 the Governor of Texas did issue a proclamation authorizing all political subdivisions that would otherwise hold general election on May 2, 2020 to move their general election for 2020 only to the November 3, 2020 uniform election date; and

**WHEREAS**, it is necessary to postpone the May 2 general election for municipal officers to November 3, 2020 in order to minimize gatherings of persons at candidate forums and polling places in order to maintain social distancing and reduce the possibility of transmission of the COVID-19 virus; and

**WHEREAS**, since the Governor has authorized the postponement, and both the Burnet County Elections Administrator and the Burnet County Judge all recommend that the City postpone the May 2, 2020 election until the Nov. 3, 2020 election; and

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

Section 1. That the findings set forth, above, are incorporated into the body of this Resolution as if fully set forth, herein.

Section 2. Pursuant to the authority granted by the Proclamation of the Governor of the State of Texas issued on March 18, 2020 the May 2, 2020 general

election for a Mayor and two Council Members, Places 1 and 3 for the City of Meadowlakes, Texas is moved to November 3, 2020.

- Section 3. All candidate filings for the May 2, 2020 general election remain valid for the November 3, 2020 uniform election date and the candidate filing period will not be reopened for the November 3, 2020 election date.
- Section 4. All absentee ballot by mail (ABBM) applications for voters that are voting by mail due to being over the age of 65 or due to disability will remain valid for the November 3, 2020 election but no ABBM application based on an expected absence from the county on May 2, 2020 shall be valid for the November 3 elections.
- Section 5. The voter registration deadline for the November 3 elections shall be October 5, 2020. The deadline to submit applications for ballot by mail (ABBM) shall be October 23, 2020. Early voting for the November 3 elections shall be conducted during the period from October 19 to October 30, 2020.
- Section 6. On or before August 17, 2020 the City Council shall make such other and further revisions to the orders for the May 2 elections as are necessary to conform to the schedule for the November 3 election date.
- Section 7. Severability. If any subsection, sentence, clause, phrase, or word of this Ordinance or any application of it to any person, structure, gathering, or circumstance is held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, then such decision will not affect the validity of the remaining portions or applications of this Ordinance and those provisions or applications shall remain in full force and effect.
- Section 8. Publication. The City Secretary of the City of Meadowlakes is hereby authorized and directed to publish the caption of this ordinance in the manner and for the length of time prescribed by law.
- Section 9. Repealer. All ordinances and resolutions and parts thereof in conflict herewith are hereby expressly repealed insofar as they conflict.
- Section 10. Open Meetings. The City Council hereby finds and declares that written notice of the date, hour, place, and subject of the meeting at which this ordinance was adopted was posted and that such meeting was open to the public as required by law at all times during which this ordinance and the subject hereof were discussed, considered, and formally acted upon, all as

required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

Section 11. Effective Date. This ordinance shall take effect immediately upon its passage allowed by law.

**PASSED AND APPROVED THIS 26<sup>TH</sup> DAY OF MARCH 2020.**

**THE CITY OF MEADOWLAKES**

---

Mary Ann Raesener, Mayor

**ATTEST:**

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Evan Bauer, City Secretary

## ORDER OF ELECTION FOR THE CITY OF MEADOWLAKES

### ORDEN DE ELECCION PARA LA CIUDAD DE MEADOWLAKES

An election is postponed and will be held on November 3, 2020 for the purpose of electing a Mayor and two (2) Council Members of the City Council of the City of Meadowlakes, Texas.

*Las elecciones generales son pospuestas y se llevarán a cabo el 3 de Noviembre del 2020, con el propósito de elegir un alcalde y dos (2) miembros del Concilio, de la Ciudad de Meadowlakes, Texas.*

Early voting by personal appearance will be conducted every weekday, 8:00 a.m. and 5:00 p.m., beginning on October 19, 2020 and ending on October 30, 2020 at:

*La votación adelantada en persona se llevará a cabo de lunes a viernes, 8:00 a.m. hasta 5:00 p.m., desde el 19 de Octubre, 2020 y terminando el 30 de Octubre, 2020 en:*

Marble Falls Courthouse Annex	or~	AgriLife Auditorium
810 Steve Hawkins Pkwy.		607 N. Vandever
Marble Falls, Texas 78654		Burnet, Texas 78611

Additional hours for early voting will be on the following two days:

*Horas adicionales para la votación adelantada en persona para los siguientes dos días serán:*

October 19, 2020	19 de Octubre, 2020	7:00 a.m. - 7:00 p.m.
October 30, 2020	30 de Octubre, 2020	7:00 a.m. - 7:00 p.m.

Applications for ballots by mail should be mailed to and must be received no later than the close of business on October 23, 2020 at:

*Las solicitudes para boletas que se votarán por correo deben enviarse por correo y deben recibirse antes del cierre de operaciones el 23 de Octubre de 2020 a:*

Burnet County Elections Administrator  
220 S. Pierce  
Burnet, Texas 78611

Issued this \_\_\_\_\_ day of March, 2020    *Emitida este día el \_\_\_\_\_ de Marzo, 2020*

\_\_\_\_\_  
Signature of Mayor  
*Firma del Alcalde*

\_\_\_\_\_  
Signature of Councilperson  
*Firma de la Persona del Concilio*

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Signature of Councilperson  
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Signature of Councilperson  
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Signature of Councilperson  
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Signature of Councilperson  
*Firma de la Persona del Concilio*



## City of Meadowlakes

# Mayor and Council Communication

**COUNCIL ACTION:** Agenda Item #4-D

**DATE:** March 23rd, 2020

**REFERENCE:** Ordinance 2020-02-  
Temporary Permitting Authority

**Council Meeting Date:** Special Called Meeting – March 26th, 2020

**AGENDA ITEM:** Agenda Item #4-D-Ordinance 2020-02-Temporary Permitting Authority

**FROM:** Johnnie Thompson, City Manager

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**SUBJECT:**

One of the issues that has arisen during the current disaster is how to issue building permits. Our current Codes require the Building Committee to issue them. Since the Committee must comply with the Open Meeting Act, the only way they could conduct their meeting is via telephonic or by videoconferencing, as we are doing with your Council meeting on Thursday. To streamline the issuance of permits during the time of the current disaster declaration, I've asked our legal counsel to draft an ordinance (Ordinance 2020-02) that would temporarily allow me, as the Chief Building Official of the City, to issue any permits during the disaster declaration. I plan to actively involve members of the Building Committee in the approval process by having no more than two of them (to prevent a violation of the Open Meetings Act) review any plans submitted and, based on their recommendation, approve the permit. I've briefed Steve Nash, Chair of the Building Committee, on the merit of the proposed Ordinance. Currently, we have several permits pending approval, including one for a new home that needs review and possible approval.

My plan is once two of the Building Committee members have reviewed and approved the plans, I will issue the permit and then, as is currently done, ask one Committee Member to be the liaison between the builder, ATS, and myself.

**RECOMMENDATION:**

I would recommend the approval of Ordinance 2020-02 as drafted, and I hope that very shortly everything will return to normal.

**City of Meadowlakes**  
**ORDINANCE NUMBER 2020-02**  
**March 26, 2020**

**TEMPORARY PERMITTING AUTHORITY**

**AN ORDINANCE OF THE CITY OF MEADOWLAKES AUTHORIZING THE CITY MANAGER AS THE CHIEF BUILDING OFFICIAL TO APPROVE BUILDING PERMITS AND EXERCISE THE POWERS VESTED IN THE BUILDING COMMITTEE DURING THE STATE OF LOCAL DISASTER RELATED TO COVID-19; PROVIDING FOR THE FOLLOWING: FINDINGS OF FACT; ENACTMENT; REPEALER; SEVERABILITY; PUBLICATION; EFFECTIVE DATE; AND PROPER NOTICE AND MEETING.**

**WHEREAS,** the City of Meadowlakes, Texas (the "City") is a Type "A" General-Law municipality located in Burnet County, Texas, and operating pursuant to the enabling legislation of the State of Texas; and

**WHEREAS,** on March 18, 2020, Burnet County (the "County") issued a local disaster declaration to allow the County to take measures to reduce the possibility of exposure to the COVID-19 virus, control the risk, prevent the spread of the COVID-19 virus, and promote the health and safety of individuals in Burnet County; and

**WHEREAS,** on March 20, 2020, the Mayor of Meadowlakes issued a local disaster declaration related to COVID-19 to facilitate and expedite the use and deployment of resources to enhance preparedness and response, and take measures to reduce the possibility of exposure to COVID-19 and promote the health and safety of Meadowlakes residents; and

**WHEREAS,** Section 6-2 of the Meadowlakes Code of Ordinances establishes the Building Committee and provides the powers and responsibilities of the Building Committee; and

**WHEREAS,** in Ordinance 2019-01, the City Council of the City of Meadowlakes appointed the City Manager as the Building Official; and

**WHEREAS,** Chapter 6 of the Meadowlakes Code of Ordinances establishes certain procedural deadlines related to the approval of building permits; and

**WHEREAS,** the City anticipates that this public health disaster will continue for an undetermined span of time; and

**WHEREAS,** to ensure that building permits are processed in a timely manner, and in accordance with the procedural deadlines of Chapter 6, the City Council desires to temporarily authorize the City Manager to exercise the powers of the Building Committee, to include approving building permits, during the state of local disaster related to COVID-19; and

**WHEREAS,** pursuant to Texas Local Government Code Section 51.001, the City has general authority to adopt an ordinance or police regulation that is for the good government, peace or order of the City and is necessary or proper for carrying out a power granted by law to the City; and

**WHEREAS,** the City Council finds that this Ordinance is characterized as reasonable, necessary, and proper for the good government of the City.

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

### **1. FINDINGS OF FACT**

The foregoing recitals are incorporated into this Ordinance by reference as findings of fact as if expressly set forth herein.

### **2. ENACTMENT**

The City Manager of the City of Meadowlakes, as the Building Official, is hereby authorized to exercise the powers vested in the Building Committee pursuant to Chapter 6 of the Meadowlakes Code of Ordinances during the City's state of local disaster related to COVID-19, including, but not limited to, review all plans and specifications (including revisions thereof) for projects that require building committee permits in accordance with the procedures of Chapter 6 of the Meadowlakes Code of Ordinances; ensure that all plans and specifications comply with all applicable requirements and restrictions set forth in Chapter 6 of the Meadowlakes Code of Ordinances for the proposed project, prior to issuing an approved permit for proceeding with the associated project; and monitor the project in process to ensure compliance with approved plans and permit.

### **3. REPEALER**

All ordinances, or parts thereof, that are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters regulated, herein.

### **4. SEVERABILITY**

Should any of the clauses, sentences, paragraphs, sections or parts of this ordinance be deemed invalid, unconstitutional or unenforceable by a court of law or administrative agency with jurisdiction over the matter, such action shall not be construed to affect any other valid portion of this ordinance.

## **5. CODIFICATION**

The City Secretary is hereby directed to record and publish the attached rules, regulations, and policies in the City's Code of Ordinances as authorized by Section 52.011 of the Texas Local Government Code.

## **6. PUBLICATION**

The City Secretary of the City of Meadowlakes, Texas, is hereby directed to place the information above on the City's Website and provide all other notice as required by law.

## **7. EFFECTIVE DATE**

This ordinance shall be effective immediately upon passage and shall continue in effect for the duration of the City's declaration of local disaster related to COVID-19.

## **8. PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this ordinance 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 Open Meetings Act, Texas Government Code, Chapter 551. Notice was also provided as required by Chapter 52 of the Texas Local Government Code

**PASSED and APPROVED this, the 26<sup>th</sup> day of March 2020, by a vote of \_\_\_\_ (ayes) to \_\_\_\_ (nays) to \_\_\_\_ (abstentions) of the City Council of Meadowlakes, Texas.**

**CITY OF MEADOWLAKES:**

\_\_\_\_\_  
Mary Ann Raesener, Mayor

**ATTEST:**

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