NOTICE is hereby given of a Regular Meeting of the City Council of the City of El Lago, County of Harris, State of Texas, to be held on Wednesday, January 3, 2018, at 7:00 p.m. at: City Hall Events Room, 411 Tallowood Drive, El Lago, Texas, for the purpose of considering the following numbered items. The City Council of the City of El Lago, Texas, reserves the right to meet in closed session on any of the below items should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

1. Call to Order
2. Invocation and/or Pledge of Allegiance
3. Declaration of a Quorum
   3.1 Announce Absent Members of the Council
4. Proclamations and Special Recognitions
5. Public Hearings
6. Citizen Comments
   *Citizens are invited and encouraged to speak for up to (3) three minutes on matters relating to the city and/or its Government.*
7. City Official, Board, Commission, Committee and/or City Service Reports
   7.1 Status Report from Chief Savage of Lakeview Police Department
   7.2 Status Report of FEMA Reimbursement Process
8. Councilmembers’ Reports
   8.1 Status Report of ad hoc Events Committee
   8.2 Status Report of the Parks Board Liaison
9. Mayor’s Reports
   9.1.1 Status of Discussions with Harris County to provide bathroom facilities in McNair Park
   9.1.2 Status of the El Lago Mobility Study by Alliance Transportation Group
   9.1.3 Status of Discussions with WCID #50 (attached)
10. Consent Agenda

11. Approval of Previous Meeting Minutes
   11.1 Discussion/Action to Approve the Minutes from the Council Meeting of December 4, 2017 (attached)

12. Old Business
   12.1 Status of Missing Minutes from Prior Council Meetings
   12.2 Status of Process to Re-Bid City Landscaping and Pool Contracts

13. New Business
   13.1 Financial Packet
       13.1.1 Discussion/Action to Approve the Check Detail (Attached)
   13.2 Discussion/Action to Approve the Revised Policies of Lakeview Police Department (attached)
   13.3 Discussion/Action to Approve General Order #300-11 of Lakeview Police Department (attached)
   13.4 Discussion of El Lago Fishing Tournament Profit & Loss Analysis (attached)
   13.5 Discussion of Succession Plan for Emergency Management Coordinator, Assistant Emergency Management Coordinator, CERT Coordinators, Floodplain Administrator, and Building Official
   13.6 Discussion to Move Council Meetings from Monday Evening to Wednesday Evening (attached)
   13.7 Consider Authorizing the Mayor to Negotiate Terms of Amendments to the City’s Fire Services Contract with the Seabrook Volunteer Fire Department (“SVFD”) dated October 13, 2013. Or, Alternatively, to Negotiate a Fire Services Contract with the City of Pasadena.
   13.8 Discussion of the City’s Large Vehicle Parking Ordinance (attached)

14. Future Agenda Item Requests

15. Adjournment

ALL AGENDA ITEMS ARE SUBJECT TO ACTION

In compliance with the Americans with Disabilities Act, the City of El Lago will provide for reasonable accommodations for persons attending City Council Meetings. Requests should be received 48 hours prior to the meetings. Please contact the City office at 281-326-1951.

I certify that a copy of this notice of the City Council Meeting for January 3, 2018 was posted at City Hall, 411 Tallowood Drive, El Lago, Texas, by December 31, 2017 at 5:00 P.M.

_____________  ______________
William Grigsby   City Secretary
December 15, 2017

Dear Mr. Runco:

It is with great concern that I write you again, after receiving no response to the City’s original correspondence of October 6, 2017, in which I requested a written response from you and the Board of WCID #50 concerning the chronic flooding issues in our City. This problem has remained unaddressed for many years and I am concerned that if these issues are not addressed soon, we will be forced to involve the Texas Commission on Environmental Quality (TCEQ) into this discussion. If you fail to respond to this correspondence as requested, the City of El Lago will have no other option than to initiate a formal complaint to TCEQ concerning this matter. I encourage you to enter a written dialog with the City which you serve.

While you may not personally live in El Lago, I remind you that WCID #50 primarily serves this City. It was with great alarm that I recently learned that the WCID #50-controlled drainage easement which exits Cedar Lane and runs under NASA Road #1 into Clear Lake is currently substantially blocked — and it appears this was the condition at least during the recent past, and possibly a contributor to the recent Harvey flood event and chronic flooding in this part of our City. Most alarming is that I had to get the information from citizens who are monitoring the process of post-Harvey drainage response by your Board as a result of a large number of citizen complaints — and not from WCID #50 itself in any official manner or on your website. For this reason I have instructed the City Attorney to submit a Public Information Act Request to WCID #50 on this matter to get all of the data so that it can be submitted to our citizens. I would appreciate your prompt response to that request.

I am again requesting that you officially respond to this correspondence and include the following issues in your response:

1. What is the official evaluation of the drainage easement and outfall discussed above resulting from citizen complaints.
2. What inspection program does WCID #50 employ on this outfall, what inspections (including dates) were these inspections previously conducted, and what were the results.
3. What are your plans to immediately correct this condition — if indeed a substantial blockage is present at the outfall to correct the present continued flooding risk.
4. What are the future inspection plans or remedial efforts to prevent this from happening in the future, and what is the schedule for their implementation.

Finally — I am requesting you notify all of the homeowners who flooded by individual letter of this outfall condition (the City Clerk can give you the names and addresses of those impacted — if you do not have
them), as well as the general citizenry through your website of the current condition and response to the questions posed above.

Given the urgency of this condition, we ask for your written response to the above issues by the end of January 2018.

I look forward to your response and am always available for discussions.

Regards,

Mark Briggs
Mayor – City of El Lago

cc: City Attorney
    Hon. Jon Keeney, Mayor – Taylor Lake Village
    Hon. Dennis Paul
Mr. Mario Runco  
President – Board of Directors  
WCID #50  
1122 Cedar Lane  
El Lago, Texas  77586

October 9, 2017

Dear Mr. Runco:

No doubt you are aware of the catastrophic flooding within our City caused by Hurricane Harvey. At least 90 homes received flood damage and many areas were inundated where emergency services were unavailable due to streets which flooded and became impassible to citizens and emergency vehicles. The majority of these homes are located in (or adjacent to) areas of El Lago where the streets flood regularly (generally two to three times a year) in any normal year – a long-standing situation which many citizens believe contributed to the devastation caused by Harvey in these same areas. This problem has remained unaddressed for many years.

The reason for my letter is to ascertain WCID #50’s official stance on the current and repeated annual flooding situation in these areas – specifically Cedar Lane, Confederate Way, and Bayou View areas. There is also great concern in other regularly flooded streets including the Loch Lake, Lake Bluff and Whitecap areas. As the City of El Lago moves forward with Flood Mitigation efforts for the future – it is key for us to know (and for the citizens to know) if the WCID #50 Board believes the current situation where these areas flood regularly is considered an acceptable condition by the Board. Plainly put – does WCID #50 believe the current annual flooding conditions in El Lago are acceptable or not?

It is the City’s position that correcting the current annual flooding issues in our City is the first step in addressing potential future hurricanes and storms which bring excessive rain. If these areas flood regularly now, how can they be expected to function in times of extraordinary rains and tidal influences? Addressing the current flooding is the first step in addressing future flood mitigation efforts.

We ask for your written response to the above question by the end of November 2017, a time period in which we feel is adequate for your Board to debate and respond.

The City will be moving forward with State and Federal programs. However, we feel that mitigation of current flooding issues will require several agencies to participate in the solution and funding of required mitigation efforts. We need to know if WCID #50 believes there is currently a problem that needs to be addressed, and is willing to be accountable for their part in the solution. And we believe the citizens deserve this commitment in writing.

I look forward to your response and am always available for discussions.

Regards,

Mark Briggs  
Mayor – City of El Lago
1. **Call to Order** 7:03 PM

2. **Invocation and/or Pledge of Allegiance**  Mayor Briggs

3. **Declaration of a Quorum**
   3.1 *Announce Absent Members of the Council*
   
   **PRESENT:**  Mayor Pro Tem John Skelton  
   Councilperson Jeff Tave  
   Councilperson Jim Kelly  
   Councilperson Jeff Michalak  
   Councilperson Ann Vernon

4. **Proclamations and Special Recognitions**  
   [There are no items in this section]

5. **Public Hearings**  
   [There are no items in this section]

6. **Citizen Comments**  
   **Bob Burke from 1714 W Hedgecroft Dr** stated that he would like clarification over City oversight of HOAs, particularly in common areas, citing previous statements by the City that it is not their jurisdiction and belief that the City Attorney has spoken on this. Also, it is requested that the City give clarification on the Fishing Tournament expenses and how this event’s accounting is being handled.

   **Mayor Briggs** stated that the City has jurisdiction over the HOAs in limited terms, but will be visiting with the City Attorney and will try to get clarification. The City Secretary stated that the event was self-sustaining and was supposed to net to zero in terms of income and expenses. It has been requested that an analysis be put together, and is forthcoming. As of now, it seems as though we brought in more income than anticipated and will not net to zero.

7. **City Official, Board, Commission, Committee and/or City Service Reports**  
   7.1 *Status Report from Chief Savage of Lakeview Police Department*
   
   Chief Savage stated that the Department banquet is next month, and it is hoped that City staff will be able to attend. Also, Encode training and fingerprinting updates are to begin later this month for ticket writers. There was clarification between Mayor Briggs and Chief Savage that the ticket
writers and systems automatically transfer tickets and fees to each respective City. With respect to Mr. Burke’s inquiry into private parks, the parks are treated as if there are numerous owners for the property. Things such as leash law does not apply to these parks as they are behind a fenced location, although the owner is required to be on the property. After inquiry from Councilpersons Tave and Vernon, one new vehicle has made it to the Department (Ford Explorer), and will be put into service after all equipment has been installed. Modifications were done at the factory to remedy known issues related to carbon monoxide.

7.2 Status Report of FEMA Reimbursement Process
The City Secretary stated that he met with FEMA and is working to compile the list of documents that they have requested.

8. Councilmembers’ Reports

8.1 Status Report of ad hoc Events Committee
Councilperson Vernon stated that Caroling in the Park took place the previous Friday and had a great turnout. The expenses were higher than originally planned due to the purchase of a gingerbread house that can and will be used for years to come. The Polar Plunge is coming up on Saturday, January 27th, and it is encouraged for everyone to come out. Hot dogs and hot chocolate will be served, as well as fire pits set up for attendees to warm up. Councilperson Tave inquired about a budget adjustment since the expenses were higher than expected, but Councilperson Vernon stated that it is not anticipated for now.

8.2 Status Report of the Parks Board Liaison
Councilperson Tave stated that discussions into the bathrooms at McNair Park are underway between the Parks Board, Mayor Briggs, and Councilperson Vernon as of the last Parks Board meeting. The artist for the lending library is being secured, and it will hopefully be installed early next year. Also, the Parks Board is gathering bids for electrical work, and will work with the City to complete this task. The next Parks Board meeting is January 25th.

9. Mayor’s Reports

9.1.1 Status of Discussions with Harris County to provide bathroom facilities in McNair Park
Mayor Briggs stated that the Interlocal Agreement has been signed by all parties, and Kyle Kelly recently reached out to Councilperson Vernon to discuss the design and City requirements for the bathroom. Councilperson Vernon stated that she delivered the Interlocal Agreement and is coordinating with Kyle Kelly to set a meeting. There was clarification between Mayor Briggs and Councilperson Vernon as to the full scope of the City’s coordination efforts with Kyle Kelly, and talks will move forward.

9.1.2 Status of the El Lago Mobility Study by Alliance Transportation Group
Mayor Briggs stated that the draft was slightly delayed due to staff medical reasons, but we should see the draft by the Thursday following this meeting. The Mayor of Taylor Lake Village approached Mayor Briggs with the possibility of reaching out to the County together to discuss common problems involving the transportation study.

10. Consent Agenda
[There are no items in this section]
11. Approval of Previous Meeting Minutes

11.1 Discussion/Action to Approve the Minutes from the Council Meeting of November 20, 2017
Councilperson Tave motioned to approve, seconded by Mayor Pro Tem Skelton. In discussion, Councilperson Vernon clarified the meaning of verbiage contained in section 12.2. With a vote of four in favor and one abstain (Councilperson Michalak, due to absence), the motion passed.

12. Old Business

12.1 Status of Missing Minutes from Prior Council Meetings
Mayor Briggs stated that we are waiting for a letter from the City Attorney, but would like to have the letter for inclusion on the next City Council meeting agenda.

13. New Business

13.1 Financial Packet

13.1.1 Discussion/Action to Approve the Check Detail
Councilperson Tave inquired about the check to Bay Area Electric for lights for flagpoles, stating that he was surprised to see it considering the Parks Board is currently getting bids associated with this scope. The City Secretary stated that these were purchased prior to the bidding process by the Parks Board. Councilperson Kelly inquired about the bill for pest control, and the City Secretary stated that we schedule them as needed. Councilperson Vernon inquired to the bills from Advance Services, and the City Secretary stated that there were holes in their invoices that made it to the City late. Councilperson Tave motioned to approve the financial packet, seconded by Councilperson Vernon. In discussion, Councilperson Kelly asked about the invoices from Glacier, and the City Secretary clarified that they are invoices with the same situation as Advance Services and never made it to the City. With a unanimous vote in favor, the motion to approve the financial packet passed.

13.2 Discussion/Action to Hold Only One Council Meeting in December 2017
Mayor Briggs stated that, in the light of the progress that has been made, he feels a second meeting for the month of December is not necessary. Mayor Pro Tem Skelton stated that he agrees with the Mayor, but feels that we should address other items ahead of this one.

Mayor Pro Tem Skelton motioned to hold only one meeting during the month of December, seconded by Councilperson Kelly. With a unanimous vote in favor, the motion passed.

13.3 Discussion/Approve Bills to be Paid During the Holiday Season
Mayor Briggs stated that if there is only one meeting in December, the City will need to pay bills sometime during that period between meetings. Councilperson Vernon motioned to approve the City to generate checks and pay bills, seconded by Mayor Pro Tem Skelton. With a unanimous vote in favor, the motion passed.

13.4 Discussion/Action to Move January 2018 Council Meetings to January 8th and January 22nd
Councilperson Vernon moved to suspend the orders of the day and discuss item 13.5.
Mayor Pro Tem Skelton motioned to approve the move of January Council meetings to Wednesday, seconded by Councilperson Michalak. Councilperson Kelly motioned to amend the dates to the 3rd and 17th, seconded by Councilperson Vernon. With a unanimous vote in favor, the amendment passed. Councilperson Tave clarified that a resolution to officially move the City Council meetings back to Wednesday will be necessary, which was confirmed. For the original motion, the vote to approve was unanimous; the motion passed.

13.5 Discussion to Move Council Meetings From Monday Evening to Wednesday Evening

After discussion as to why the meetings were moved to begin with, all constraints that necessitated the move are no longer standing issues. Councilperson Vernon corrected an error by point of order, as this is a discussion item and there is no action or accompanying resolution. There were no oppositions to moving meetings back to Wednesday.

14. Future Agenda Item Requests

Councilperson Vernon stated that she would like a review of ordinances for large vehicle parking throughout the City. Mayor Briggs stated that we can put it on the agenda as a discussion for reference to P&Z.

Councilperson Tave reminded the Council that the pool contract is ending soon, and a consideration should be made on how to move forward, to include the possibility to extend temporarily our current contract. Also, when can we expect updates on our FY2016 audit, and also to the contract period for the audit services. The City Secretary will reach out to the auditors and find out when we might have a draft report in our hands. Mayor Briggs stated that the pool contract is one of many that will be re-evaluated in the coming year.

Mayor Briggs will be writing another letter to WCID #50 since we did not receive a response to our previous letter. Also, the City Secretary will have the resolution for the Council meeting move, as well as the Fishing Tournament analysis and large vehicle parking ordinance, included on the next agenda.

15. Adjournment 7:57 PM

PASSED AND APPROVED this 3rd day of January 2018.

Attest:

Mark M Briggs
Mayor

William A Grigsby
City Secretary
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<td>12/12/2017</td>
<td>360 Vision IT</td>
<td>10102 - General Funds</td>
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<tr>
<td>Bill</td>
<td>1225</td>
<td>12/01/2017</td>
<td>Onsite support &amp; Manage backup for November 2017</td>
<td>71902 - Computer Support</td>
<td>(45.00)</td>
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<tr>
<td>Bill</td>
<td>1229</td>
<td>12/06/2017</td>
<td>Remote support for maintenance computer- update virus</td>
<td>71902 - Computer Support</td>
<td>(78.75)</td>
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<td>(123.75)</td>
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<td>Liability Check</td>
<td>9730</td>
<td>01/01/2018</td>
<td>Texas Municipal League - IEBP</td>
<td>10102 - General Funds</td>
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<td>A. DeLeon Dependent Dental (75%)</td>
<td>70200 - Employee Benefits</td>
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<td>A. DeLeon Insurance Employee (Life, AD&amp;D, and Emppl</td>
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<td>B. Klinge Insurance Employee (Life, AD&amp;D, Dental, Hea</td>
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<td>W. Grigsby Insurance Employee (Life, AD&amp;D, Health, D</td>
<td>70200 - Employee Benefits</td>
<td>(509.27)</td>
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<td>W. Grigsby Dependant Dental</td>
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<td>R. Athey Insurance Employee (Life, AD&amp;D, Health, Den</td>
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<td>(509.27)</td>
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<td>J. Kubricht Insurance Employee (Life, AD&amp;D, Health, &amp;</td>
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<td>J. Kubricht Dependant Health Insurnace (50%)</td>
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<td>Alex De Leon dependent dental 25%</td>
<td>25500 - Med. &amp; Vision Benefits Payable</td>
<td>(14.76)</td>
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<tr>
<td>Bill</td>
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<td>Manage backup for December 2017</td>
<td>71902 · Computer Support</td>
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<td>AmeriWaste, Inc.</td>
<td>Dumpster at 1708 Les Tally- January 2018</td>
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<td>73210 · Recycling</td>
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<td>8777-70-112-0104051-98 Lakeshore</td>
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<td>12/14/2017</td>
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<td>computer @ 98 Lakeshore - Dec. 2017</td>
<td>71903 · Computer Utilities Service</td>
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<td>Telephone @ 98 Lakeshore - Dec. 2017</td>
<td>71300 · Telephone</td>
<td>(117.35)</td>
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<td>12/31/2017</td>
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<td>Senior Fitness Classes for December 2017 - 15 classes</td>
<td>77600 · Fitness Class Expense</td>
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<td>Bill Pmt -Check</td>
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<td>01/02/2018</td>
<td>David's Tree Services</td>
<td>Tree trimming for Witty Park</td>
<td>10102 · General Funds</td>
<td>(3,500.00)</td>
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<td>Bill</td>
<td>2017-12-13</td>
<td>12/13/2017</td>
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<td>Tree trimming for Witty Park</td>
<td>79700 · Park &amp; Entrance Maintenance</td>
<td>(3,500.00)</td>
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<td>Bill Pmt -Check</td>
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<td>01/02/2018</td>
<td>Frontier Communications</td>
<td>281-326-2134-010813-5 · Fax and fire lines</td>
<td>10102 · General Funds</td>
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<td>Fax line</td>
<td>71300 · Telephone</td>
<td>(79.58)</td>
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<td>Bill Pmt -Check</td>
<td>9738</td>
<td>01/02/2018</td>
<td>Green Mountain Energy</td>
<td>Account 8 000 116 067-2 Parks &amp; Entrances</td>
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<td>(159.16)</td>
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<td>Bill</td>
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<td>Description</td>
<td>Amount</td>
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<td>1110201557200</td>
<td>12/12/2017</td>
<td>443 1/3 Hickory Ridge - Witty Overhead light 1008 9010 72100 - Utilities</td>
<td>16.14</td>
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<td>1/2 Loch Lake - Loch Lake Entrance 1008 9010 0762 0 72100 - Utilities</td>
<td>9.14</td>
<td>Utilities (9.14)</td>
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<tr>
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<td></td>
<td>60 1/2 Lakeshore Dr - Lakeshore Entrance 1008 9010 72100 - Utilities</td>
<td>7.90</td>
<td>Utilities (7.90)</td>
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<td>98 1/2 Lakeshore Dr - Armstrong Park 1008 9010 2380 72100 - Utilities</td>
<td>14.33</td>
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<td>96 Bayou View - Bayou View Entrance 1008 9010 2381 72100 - Utilities</td>
<td>8.92</td>
<td>Utilities (8.92)</td>
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<td>443 Hickory Ridge - Witty Sprinklers 1008 9010 2381 2 72100 - Utilities</td>
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<td>443 1/3 Hickory Ridge - Witty Guard Light 1008 9010 2 72100 - Utilities</td>
<td>27.26</td>
<td>Utilities (27.26)</td>
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Bill Pmt -Check 9739 01/02/2018 Harris County Mayors' & Councils' Assoc. HCMCA meeting 11/16/2017- A. Vernon NO SHOW 10102 - General Funds

Bill 17-11-004 11/16/2017 HCMCA meeting 11/16/2017- A. Vernon NO SHOW 71501 - Meetings-Reimbursable (40.00)

Bill Pmt -Check 9740 01/02/2018 Hendricks, Chris 10102 - General Funds

Bill 2017-12-12 12/12/2017 Bailiff Fee for 2017-12-12 74410 - Bailiff Services (75.00)

Bill 2017-12-19 12/19/2017 Bailiff Fee for 2017-12-19 74410 - Bailiff Services (75.00)

Bill Pmt -Check 9741 01/02/2018 J Fryday Consulting, LLC December- Monthly building inspection fee 10102 - General Funds

Bill 2017-12-31 12/31/2017 December- Monthly building inspection fee 72000 - Building Inspections (1,200.00)

Bill Pmt -Check 9742 01/02/2018 Nassau Bay, City of Monthly EMS services 10102 - General Funds

Bill 2018-01-01 01/01/2018 Monthly EMS services 73300 - Emergency Medical Services (2,500.00)

Bill Pmt -Check 9743 01/02/2018 Office Depot Office supplies for city hall & court 10102 - General Funds

Bill 2017-12-12 12/12/2017 Office Supplies for city hall & court 71600 - Office Supplies (140.14)

Bill Pmt -Check 9744 01/02/2018 Petty Cash Court Stamps, Senior Christmas lunch giftbags, & s 10102 - General Funds

Bill 2017-12-13 12/13/2017 Stamps for court 74001 - Court Forms & Postage (49.00)

Sand for luminarias 71200 - Special Expenses (165.00)

Dollar Tree- Senior Christmas Lunch giftbags REIM. An 71200 - Special Expenses (14.00)

Bill Pmt -Check 9745 01/02/2018 Poel, Corinne Yoga Fitness Classes for December 2017- 8 classes 10102 - General Funds
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<th>Bill</th>
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<th>Details</th>
<th>Account</th>
<th>Remarks</th>
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<td>2018-01-02</td>
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<td>77600</td>
<td>Yoga Fitness Classes for December 2017- 8 classes</td>
<td>Fitness Class Expense</td>
<td>(240.00)</td>
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<td>9746</td>
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<td>10102</td>
<td>Seabrook Volunteer Fire Dept.</td>
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<td>2018-01-01</td>
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<td>75300</td>
<td>Fire Department</td>
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<td>9747</td>
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<td>Texas Social Security Program</td>
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<td>2018 Administrative Fee</td>
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<td>18-9290774</td>
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<td>70220</td>
<td>2018 Administrative Fee</td>
<td>Social Security &amp; Medicare</td>
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<td>Texas Waste Co.</td>
<td>General Funds</td>
<td>Rent standard unit 12/17/2017-1/13/2018</td>
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<td>A-25388</td>
<td>12/19/2017</td>
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<td>Solid Waste Disposal</td>
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<td>10102</td>
<td>Verizon</td>
<td>General Funds</td>
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<td>10102</td>
<td>Comcast</td>
<td>General Funds</td>
<td>8777 70 112 0111874 for City Hall &amp; Comm. Ctr. 50/5i 10102</td>
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<td>2017-12-08</td>
<td>12/08/2017</td>
<td>71903</td>
<td>11 fitness TV, 1 in event room</td>
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<td>2017-12-08</td>
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<td>9751</td>
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<td>10102</td>
<td>Green Mountain Energy</td>
<td>General Funds</td>
<td>STREETLIGHTS</td>
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<td>1870019641161</td>
<td>12/20/2017</td>
<td>72100</td>
<td>1 Streetlight Way (NASA Pkwy) 1008 9010 7678 310 PI 72100</td>
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<td>1870019641161</td>
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<td>72100</td>
<td>Streetlights 1008 9010 1000 650 DDA 0215</td>
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<tr>
<td>1870019641161</td>
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<td>Streetlights 1008 9010 1000 655 IDE 0215</td>
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<td>1870019641161</td>
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<td>Streetlights 1008 9010 1000 651 DDE 0215</td>
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<td>10102</td>
<td>Green Mountain Energy</td>
<td>General Funds</td>
<td>Municipal Court &amp; Court Parking Lot Acct #8 000 111 10102</td>
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<td>1110201557218</td>
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<td>98 Lakeshore Dr. Court Bldg. 1008 9010 0762 47C 72100</td>
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<td>1110201557218</td>
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<td>98 Lakeshore Dr. Court Parking Lot #2 1008 9010 0762 72100</td>
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<td>98 Lakeshore Dr. Court Parking Lot #2 1008 9010 0762 72100</td>
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<td>Bill Pmt -Check</td>
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<td>01/02/2018</td>
<td>Green Mountain Energy</td>
<td>City Hall &amp; McNair Park</td>
<td>10102 - General Funds</td>
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<td>Bill</td>
<td>1110201557226</td>
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<td>411 Tallowood - City Hall (82%) Acct #:000011884009</td>
<td>72100 - Utilities</td>
<td>(807.28)</td>
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<td>411 Tallowood - McNair/Tennis Courts (18%)</td>
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<td>419 1/2 Tallowood - Pool &amp; Spray Ground Acct #:0000177210</td>
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<td>1511 Acct #:000012415484</td>
<td>72100 - Utilities</td>
<td>(19.20)</td>
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<td>101 Bayou View- Acct #: 000012537691</td>
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<td>(1,451.04)</td>
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</table>
For 24-Hour Customer Service Call: 800-231-5511

Inquiries or Questions:
Wells Fargo SBL PO Box 29482
Phoenix, AZ 85038-8650

Payments:
Elite Card Payment Center PO Box 77066
Minneapolis, MN 55480-7765

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-231-5511 for payoff information.

Account Summary

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<td>Purchases &amp; Other Charges</td>
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<tr>
<td>Cash Advances</td>
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<td>New Balance</td>
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Rate Information

Your rate may vary according to the terms of your agreement.

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<th>Daily Finance Charge Rate</th>
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<td>0.03301%</td>
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<td>$0.00</td>
<td>$0.00</td>
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<td>Cash Advances</td>
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<td>0.03301%</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
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Important Information
TOTAL "FINANCE CHARGE" BILLED IN 2017 $8.37

Transaction Details

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### Wells Fargo News

EFFECTIVE IMMEDIATELY, THE ADDRESS YOU'VE BEEN SENDING YOUR PAYMENT TO HAS CHANGED. PLEASE SEND ALL FUTURE PAYMENTS TO:

ELITE CARD PAYMENT CENTER PO BOX 77066 MINNEAPOLIS, MN 55486-7766

IN ORDER TO ENSURE ON TIME PAYMENTS, YOU MUST USE THIS ADDRESS FOR ALL FUTURE PAYMENTS.

Remember there are no foreign transaction fees when you make international purchases or use your card for purchases while travelling outside of the U.S. With your Wells Fargo Business Elite Card, you can take your business anywhere around the world and have the confidence you'll get:

- No foreign transaction fees on your purchases
- Enhanced security with chip card technology

"No foreign transaction fees" applies to business credit cards issued by Wells Fargo and this account in particular. For information on other Wells Fargo credit and debit cards, please see your account agreement or visit wells Fargo.com.
PURPOSE

The department's patrol service is structured in a way that allows it to be responsive to the needs of the service area. The department's East and West District Plan is designed to permit improved response times to calls for service. A cornerstone of the plan is a concept known as "beat integrity", which calls for officers to remain in their assigned beat district unless specific circumstances prompt the dispatcher to approve leaving the beat.

SIGNING ON DUTY (SO)

All on coming units will sign on (SO) within 10 minutes after the shift starts before their shift begins, via the radio Mobile Computer Terminal (MCT).

Each unit coming on duty will list their assigned district on the sign in page of the MCT.

- Unit Number
- Abbreviation "SO"
- Number of officers assigned, if other than a one man unit
- District Assignment (i.e., 118, SO, Two Man, West District)

After the dispatcher has been notified that a beat district unit is on duty, the unit will proceed directly to, and remain in, its assigned district unless:

- The unit receives an out of beat district assignment from the Dispatcher, or
- The unit receives permission from the Dispatcher to leave his assigned beat district, or
- With acknowledgement from the Dispatcher, the unit is involved in an on view high priority activity, such as fresh pursuit, which necessitates crossing beat district boundaries.

For training purposes only, a Field Training Officer (FTO) with a trainee may request an out of district assignment or call for service.

DISPATCHING UNITS OUT OF THEIR BEATS

Dispatch personnel will use the following criteria when deciding whether to dispatch units out of their beats:

- All units assigned to the beat of the call holding are out of service.
- All units are engaged in activities of high enough priority that they cannot be called back into service.
- The call holding is a high priority call.
- Considerable time will pass before a unit is available in the beat.

At the request of a Field Training Officer, the dispatcher may authorize an out of beat assignment to a beat district containing a Field Training Officer and a Trainee. Such assignments will be for training purposes only.

CHECKING BY

Except for an "Officer Assistance" call, dispatchers will permit no more than two units to respond to a single call for service, unless additional units are requested by an on-scene officer or supervisor.
SIGNING OFF DUTY (OD)

The procedures given below for signing off duty at the end of an officer’s tour of duty will be followed:

- All units will remain in their assigned beat district until 30 minutes before the end of their tour of duty.

- If a unit receives a late call or needs to work past the normal OD time for any reason, permission must be obtained from a supervisor.

It is important that every officer assigned to a beat district adhere to the above procedures. Supervisors will ensure that each officer follows these procedures.

Tom Savage
Chief of Police
POLICY

Because of the value placed upon the life and safety of each of its officers and all citizens by the Lakeview Police Department, it is the department's policy that the methods used to enforce laws should minimize the risk of serious injury to officers and citizens alike. Officers therefore will not initiate any pursuit, or will suspend involvement in any pursuit, when the immediate danger to the public created by the pursuit exceeds the immediate or potential danger presented by the violator remaining at large.

DEFINITION

A high-speed pursuit is defined as an event involving one or more officers attempting to apprehend a violator in a motor vehicle where the violator is trying to avoid capture by driving at a high speed or by engaging in other evasive tactics, or the violator is maintaining a legal speed but is willfully failing to yield to the officer's signal to stop.

DETERMINING WHEN TO INITIATE A PURSUIT

Officers should evaluate the risk involved in initiating or continuing a pursuit. When there is a clear and unreasonable hazard to the officer(s), fleeing motorist, and/or other person a pursuit should not be initiated nor continued. An unreasonable hazard exists when speeds dangerously exceed the flow of traffic or when vehicular or pedestrian traffic necessitates erratic maneuvering which exceeds the performance capabilities of the vehicle or driver.

Among the factors an officer must consider before pursuing or continuing a pursuit of a suspect fleeing in a motor vehicle are:

- The performance capabilities of the police vehicle
- The seriousness of the violation
- The condition of the roadway surface(s) traveled
- Weather and traffic conditions
- The risk involved in initiating the pursuit

If initiating or continuing a pursuit is more dangerous to the public than the suspects remaining at large, officers should not pursue the suspect.

TERMINATING A PURSUIT

A pursuit will be discontinued when the factors or circumstances do not justify its continuation. The officers in the primary unit or a field supervisor may terminate a pursuit. Officers should recognize that the decision to terminate a pursuit may be the most intelligent course of action.

PATROL VEHICLES ELIGIBLE TO ENGAGE IN PURSUITS

Only vehicles with operable emergency lights and siren will participate in the pursuit of fleeing vehicles.

Vehicles that are transporting prisoners, witnesses, suspects, complainants or other non-police personnel will not engage in pursuits.

Officers in unmarked vehicles, who have probable cause to believe a criminal offense has taken place and police action is warranted, may attempt to follow a fleeing vehicle until a police unit with operable emergency equipment enters into the pursuit. Officers are reminded, however, that when pursuing a vehicle in a police unit without the proper emergency equipment, they must adhere to all traffic laws.
PURSUIT DRIVING GUIDELINES

The following guidelines are presented to assist officers in conducting a pursuit in a safe manner:

The police vehicle's emergency lights, siren, radio, brakes, steering, and other mechanical equipment must be in good operating condition in order to initiate or continue a pursuit.

All police vehicles involved in a pursuit will use emergency lights and sirens throughout the pursuit.

Officers engaged in a pursuit may proceed past a red or stop signal but only after slowing down as may be necessary for safe operation.

Officers engaged in a pursuit may exceed maximum speed limits so long as life or property is not endangered.

Officers engaged in a pursuit may disregard regulations governing direction of movement or turning in specified direction, but AT NO TIME will officers pursue the wrong way on a freeway.

USING EMERGENCY EQUIPMENT

Officers engaged in a high-speed pursuit will activate all emergency equipment. Under no circumstances will a unit respond to a high-speed pursuit Code 3 Silent.

NOTIFYING THE DISPATCHER

After the primary unit engaged in a pursuit has notified the dispatcher that a pursuit situation exists, all units not directly involved in the apprehension will refrain from non-emergency radio transmissions.

The primary unit’s transmitting officer should be the passenger unless the primary unit is a one-officer unit. The transmitting officer shall keep his voice as normal and coherent as possible because shouting distorts the message. The information transmitted shall include, but is not limited to, the following:

- Unit number
- Nature of the emergency
- Where the pursuit began
- Direction of travel
- Reason(s) for the pursuit
- Description of the fleeing vehicle
- Description and number of occupants
- Fleeing vehicle's estimated speed

DISPATCHER RESPONSIBILITIES

After the dispatcher learns that a unit is involved in pursuit, he shall do the following:

- Clear the radio channel of all unnecessary traffic
- Advise pursuit vehicles of any known hazards in the path of the pursuit
Transmit all information pertinent to the pursuit to other police units or other agencies on applicable frequencies.

Attempt to determine why the vehicle is fleeing.

Notify concurrent jurisdictions of the situation.

FIELD SUPERVISORS' RESPONSIBILITIES

Field supervisors will order any response necessary and appropriate that is within department policy to conclude the pursuit. In most instances, the field supervisor will go to the scene of a concluded terminated pursuit and take command. The field supervisor shall go to the scene of a concluded terminated pursuit any time a suspect is apprehended or injuries, death or property damage occurs as a result of or in the course of the pursuit.

CONCLUDING A PURSUIT

After a pursuit has ended, the responding units shall advise the dispatcher the pursuit is under control or has been concluded. The dispatcher will broadcast this information, adding that no other units are needed. This notification will be followed by a time check.

The dispatcher will then perform the following:

- Determine what units are needed at the scene
- Instruct all other units to return to service
- Restore the designated channel to normal operations as soon as possible
- Advise any previously contacted agencies of the pursuit's termination

RESTRICTIONS

The following methods of stopping a fleeing vehicle will NOT be attempted:

- Driving along the side of or in front of the fleeing vehicle in an attempt to force the vehicle from the roadway.
- Bumping or ramming the fleeing vehicle in an attempt to force it from the roadway.

The following method of stopping a fleeing vehicle will not be attempted unless authorized by a field supervisor and then only as a last resort to apprehend a fleeing suspect who shows total disregard for his safety and the safety of others.

- Roadblocks - A barricade, tire spikes strip or other obstruction across a roadway set up to stop or prevent the escape of a fleeing vehicle.

  All roadblocks must be set up in a conspicuous manner, giving the fleeing driver the opportunity to stop if he chooses to do so. Every effort also should be made to divert other vehicular and pedestrian traffic away from the area of the roadblock.

  Occupied vehicles and/or private vehicles will not be used as a roadblock.

  Marked police units, however, may be used for a roadblock if no other suitable equipment is available. All relevant information concerning the roadblock will be relayed over the police radio to all vehicles involved in the pursuit.

Police shall not discharge their firearms at a fleeing vehicle or its driver, unless authorized by the General Order governing the use of deadly force.
INTERJURISDICTIONAL PURSUITS

Officers shall not become involved in another agency's pursuit unless it is clearly demonstrated that a unit from an agency is unable to request assistance, or the emergency nature of the situation dictates the need for assistance. In these instances, all departmental pursuit policies are in effect.

Tom Savage
Chief of Police
LAKEVIEW POLICE DEPARTMENT
GENERAL ORDER #600-15
SUBJECT: TERRORISTIC BOMB THREATS
EFFECTIVE DATE: 05-21-90
REVISED: 11-13-17

PURPOSE

The purpose of this policy is to standardize the Lakeview Police Department's response to terrorist bomb threats.

COMMUNICATIONS DIVISION

Whenever information concerning a terrorist threat is received by telephone, personnel of the Communications Division will perform the following tasks:

- Utilize the terrorist threat checklist and try to keep the caller on the phone. Attempt to ask all the questions contained on this checklist. The exact words spoken by the caller are critical. Do not paraphrase what the suspect has said.

- Listen to how the words are spoken and how the caller delivers the message. The threat level of the call is increased when the call is longer in duration. The more information obtained by the dispatcher, the more accurate a profile may be made of the caller.

- Whenever a citizen initiates a call for service, the checklist will be utilized once again. The dispatcher will ask the reporting party all of the questions contained on this checklist.

After receiving the report of a terrorist threat, the dispatcher will contact the on-duty officers. The dispatcher will advise the on-duty officers to contact the dispatch office by telephone. The dispatcher will not mention anything on the radio about the terrorist threat. This is done to prevent individuals with radio scanners from learning of the terrorist threat. After contact is made with the on-duty personnel, information from the checklist will be given to the officer.

FIELD OPERATIONS

Upon arrival at the scene of the bomb terrorist threat, officers will turn off their radio equipment. This includes both the portable radio and the radio in the patrol unit. Contact with the dispatcher will be made by telephone only.

The responding officer will contact the manager/owner and inform him of the bomb terrorist threat. Information obtained from the caller will be transmitted to this individual. The responding officer will advise the manager/owner:

- The occupants will conduct any search of the premises since they are most familiar with the building and contents. Anyone who is involved in the search will be advised not to disturb anything.

- The search should start with the exterior of the building and move into the building after the exterior search has been completed. Areas that are readily available to the public need to be searched thoroughly. More specifically, the interior areas that should be searched first are public restrooms, stairwells, cleaning rooms, and lobby foyers.

- Officers will advise the employees to look for anything out of the ordinary, such as an unclaimed attaché case, a paper bag, or box. If anything like this is found, advise them not to disturb it.

If the search reveals nothing out of the ordinary, the officer may suggest to the manager/owner that an evacuation is made thirty (30) minutes prior to and after the stated time of detonation. Officers will not order an evacuation.

If the search reveals something suspicious, the dispatcher will be advised by telephone to contact an agency that has a bomb squad. If the arriving bomb squad confirms a possible explosive device on-site, the police officer can then order an evacuation of the premises and surrounding area for public safety. If evacuation is necessary, it should be as orderly as possible and persons should be kept a minimum of three hundred feet away and behind cover.
MAIL AND VEHICLE BOMBS

If a suspicious letter or package arrives in the mail and there is good reason to believe it contains an explosive device (i.e., the complainant has been the recipient of recent death threats, or a ticking sound is emitted by the package), the police officer will advise the dispatcher by landline phone to contact an agency with a bomb squad to confirm and remove the device.

In a situation involving a possible vehicle bomb, the responding officer will perform a visual search of the vehicle's interior and exterior. The responding officer will not open or close anything on the vehicle. If the responding officer has good reason to believe a bomb is possibly planted on or near the vehicle, contact will be made with the dispatcher by landline phone to contact a bomb squad for assistance.

Tom Savage
Chief of Police
PURPOSE

The Lakeview Police Department is responsible for responding to various types of electronic alarm systems. Both municipalities have enacted ordinances governing the operation of these systems and the police department has been given the additional responsibility of the enforcement of these ordinances.

POLICY

Anytime the department receives notification of an alarm, the responding officer will assign an officer to respond to the location "Code 2". The dispatcher will also advise the responding officer if the premise has an alarm permit. If the premise does not have a current permit on file for the operation of that system, the responding officer will issue a citation to the proprietor of that premise for a city ordinance violation, to wit operating an alarm system without a permit. If no one is at that location, the information will be passed on to the officer's relief and that officer will try to issue the citation. At the conclusion of the call, the responding officer will leave a dated alarm door hanger informing the residents that an alarm was received by the department for their residence.

The Administrative Assistant will monitor alarm activity in the two cities. If a location does not have a valid alarm permit, that information will be forwarded to the appropriate code enforcement officer to correct. The Administrative Assistant will determine the number of false alarms for that address. If it is greater than five (5) false alarms in a rolling twelve month period, notification will be made to the appropriate city for administrative action.

Each permitted location will be given three (3) free false alarms within a twelve month period. On the fourth and subsequent false alarm(s) within a twelve month period, the dispatcher will forward a copy of the call slip to the appropriate city secretary for billing purposes. It is not a criminal violation to possess a faulty alarm system or to commit an operator error.

Tom Savage
Chief of Police
PURPOSE

This General Order develops and implements the proper procedure and safeguards in regards to the Lakeview Police Department's Telecommunications System (LVPDTS).

BACKGROUND

The purpose of the LVPDTS which incorporates the Texas Law Enforcement Telecommunication System (TLETS), National Crime Information Center (NCIC), Texas Crime Information Center (TCIC), and National Law Enforcement Telecommunications System (NLETS) is to provide and maintain a computerized filing system of accurate and timely documented criminal justice information readily available to criminal justice agencies. It is a structured system with strict adherence to published rules and regulations. All department members are responsible for the correct operation of the system, to follow standard operating procedures (SOP), and for the proper dissemination of information.

EMPLOYEE LIABILITY

Each department member can incur civil or criminal liability for their own acts, negligence, violations of law, or omissions of the extent of their knowledge based on training and adherence to policy. Each supervisor may also incur vicarious liability for the action of his subordinates. Only those employees authorized to use the system will do so and other employees must follow all guidelines to request information from an authorized operator. It is important that all personnel understand that violation of rules and regulations established within this policy will be considered a department policy violation and may also subject them to civil or criminal liability and/or prosecution.

SYSTEM SECURITY

The security measures for the LVPDTS will be designed to prevent unauthorized access to system data from the computerized file. Under no circumstances or for any reasons, will entry and/or access to the file's information be made without a true "need to know" basis.

The actual use of the telecommunications terminal will be restricted to police dispatchers authorized by TLETS. Additional security measures are as follows:

- Each user of the LVPDTS has a unique user name and password to prevent unauthorized personnel from accessing, removing or entering data. Authorized personnel shall not share or allow unauthorized personnel to use their user name and password.

- Personnel other than police or law enforcement officers requesting access must be screened thoroughly and granted access upon a "need to know" basis as determined by the Chief of Police. Screening will apply to any non-criminal justice maintenance or technical personnel.

- Visitors access will be strictly controlled by the Chief of Police and restricted to a "need to know" basis only and by written authorization with a statement reflecting level of access.

- Access to criminal history files will be controlled by the on-duty dispatch operator and will be restricted to law enforcement personnel only through the department’s communication office or by mobile terminal computer.

- All entries and requests for data will be automatically logged on the appropriate Telecommunications System Data Entry and Request Log consortium’s system in order to deter misuse and provide audit information.
COMMUNICATION SECURITY

Audio response terminals and radio devices, whether digital or voice, shall not be used routinely for the transmission of criminal history information beyond that information necessary to affect an immediate identification or to ensure adequate safety for officers and the general public. When an officer determines there is an immediate need for this information to further an investigation or there is a situation affecting the safety of an officer or the general public, then details of a criminal history record may be transmitted.

SYSTEM DOCUMENTATION

Computerized Criminal History (CCH) - Lakeview Police Dispatchers will be required to maintain a log of all criminal history checks. CCH information data will be disclosed available to sworn police officers of the Lakeview Police Department in the discharge execution of their official duties. The system will not be used for personal checks or messages. The system operator will be responsible to ensure that the recipient is a Lakeview Police officer or commissioned member of another law enforcement agency.

NCIC/TCIC - Upon receipt of a warrant check through NCIC/TCIC, the Lakeview Police Dispatcher will enter the information on the "dispatcher log sheet." All completed "dispatcher log sheets" will be maintained in the Lakeview Police Dispatch area in the event of an audit.

When a "hit" on a warrant is received, it should not be considered probable cause for an arrest. The dispatcher should request confirmation of the warrant from the originating agency. Upon confirmation, an officer has grounds to ensure that stolen property is recovered, a missing person is returned, or an arrest can be effected.

Data Entry - NCIC/TCIC records must be accurate and up-to-date.

Information Retrieval – Police Department Dispatchers can and will act on information received or requested by sworn police officers only.

SYSTEM INTEGRITY

All entries placed into the LVPDTS must be made promptly and accurately to ensure maximum speed and effectiveness.

UNAUTHORIZED ACCESS TO OR DISSEMINATION OF INFORMATION

Any person who intentionally gains unauthorized access to the system's equipment or receipt of information will be reported to the Chief of Police for disciplinary, criminal, and/or civil prosecution.

Tom Savage
Chief of Police
LAKEVIEW POLICE DEPARTMENT

GENERAL ORDER #600-21

SUBJECT: RACIAL PROFILING

EFFECTIVE DATE: 12-10-01

REVISED: 11-13-17

PURPOSE

The purpose of this policy is to reaffirm the Lakeview Police Department’s commitment to unbiased policing in all its encounters between an officer and any person; to reinforce procedures that serve to ensure public confidence and mutual trust through the provision of services in a fair and equitable fashion; and to protect our officers from unwarranted accusations of misconduct when they act within the dictates of departmental policy and the law.

POLICY

It is the policy of this department to police in a proactive manner and, to aggressively investigate suspected violations of the law. Officers shall actively enforce local, state and federal laws in a responsible and professional manner, without regard to race, ethnicity or national origin. Officers are strictly prohibited from engaging in racial profiling as defined by this policy. This policy shall be applicable to all persons, whether drivers, passengers or pedestrians.

Officers shall conduct themselves in a dignified and respectful manner at all times when dealing with the public. Two of the fundamental rights guaranteed by both the United States and Texas Constitutions are equal protection under the law and freedom from unreasonable searches and seizures by government agents. The right of all persons to be treated equally and to be free from unreasonable searches and seizures must be respected. Racial profiling is an unacceptable patrol tactic and will not be condoned.

This policy shall not preclude officers from offering assistance, such as upon observing a substance leaking from a vehicle, a flat tire, or someone who appears to be ill, lost or confused. Nor does this policy prohibit stopping someone suspected of a crime based upon observed actions and/or information received about the person.

DEFINITIONS

Racial Profiling – A law enforcement initiated action based on an individual’s race, ethnicity, or national origin rather than on the individual’s behavior or on information identifying the individual as having engaged or planning to engage in criminal activity.

Racial profiling pertains to persons who are viewed as suspects or potential suspects of criminal behavior. The term is not relevant as it pertains to witnesses, complainants or other citizen contacts.

The prohibition against racial profiling does not preclude the use of race, ethnicity or national origin as factors in a detention decision. Race, ethnicity or national origin may be legitimate factors in a detention decision when used as part of an actual description of a specific suspect for whom an officer is searching. Detaining an individual and conducting an inquiry into that person’s activities simply because of that individual’s race, ethnicity or national origin is racial profiling.

Race or Ethnicity – a particular descent, including Caucasian, African, Hispanic, Asian, Native American or Middle Eastern.

Pedestrian Stop – an interaction between a peace officer and an individual who is being temporarily detained for the purpose of a criminal investigation in which the individual is not under arrest.

Traffic Stop – actions of a peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic.

TRAINING

Officers are responsible to adhere to all Texas Commission on Law Enforcement (TCLEOSE) (TCOLE) training and the Law Enforcement Management Institute of Texas (LEMIT) requirements as mandated by law.
All officers shall complete a TCLEOSE TCOLE training and education program on racial profiling not later than the second anniversary of the date the officer is licensed under Chapter 1701 of the Texas Occupation Code or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier. A person who on September 1, 2001, held a TCLEOSE TCOLE intermediate proficiency certificate, or who had held a peace officer license issued by TCLEOSE TCOLE for at least two years, shall complete a TCLEOSE TCOLE training and education program on racial profiling not later than September 1, 2003.

The Chief of Police, as part of the initial training and continued education for such appointment, will be required to attend the LEMIT program on racial profiling.

COMPLAINT INVESTIGATION

The department shall accept complaints from any person who believes he or she has been stopped or searched based on racial, ethnic or national origin profiling. No person shall be discouraged, intimidated or coerced from filing a complaint, nor discriminated against because he or she filed such a complaint.

Any employee who receives an allegation of racial profiling shall record the person’s name, address and telephone number, and forward the complaint through the appropriate channel. Any employee contacted shall inform that person the complaint will be handled as an internal affairs complaint. All employees will report any allegation of racial profiling to their superior before the end of their shift.

If there is a departmental video or audio recording of the events upon which a complaint of racial profiling is based, upon commencement of an investigation by this department into the complaint the department shall provide a copy of the recording to that officer. The Lieutenant of Police will also periodically review the contents of these recordings to assess proper treatment of individuals detained by this department.

PUBLIC EDUCATION

The department will inform the public of its policy against racial profiling and the complaint process. Additionally, information will be made available as appropriate in languages other than English.

COLLECTING INFORMATION FROM TRAFFIC AND PEDESTRIAN STOPS

An officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic, or who stops a pedestrian for any suspected offense, shall record and report the following information in accordance with state law:

- The race or ethnicity of the individual detained.
- Whether a search was conducted and, if so, whether or not the individual detained consented to the search.
- Whether the officer issued a citation and/or made an arrest as a result of the stop.
- Whether the officer knew the race or ethnicity of the individual detained prior to the time the decision to detain was made.

CITATION DATA REPORTING

By March 1st of each year, the department shall submit a report to the Lakeview Police Commission, the Cities of El Lago and Taylor Lake Village, and the Texas Commission on Law Enforcement Officers Standards and Education that includes the information gathered by the citations of the preceding calendar year. The report will include:

- A breakdown of citations by race or ethnicity of the individuals detained;
- Number of citations that resulted in a search;
- Number of searches that were consensual; and
Whether the officer knew the race or ethnicity of the individual detained prior to the time the decision to detain was made.

This report will not include identifying information about a peace officer that makes a stop or about an individual who is stopped or arrested by a peace officer.

Tom Savage
Chief of Police
Purpose

Since the Lakeview Police Department is primarily a service-oriented organization, the quality of personnel must be of the highest caliber. Although this quality must be present throughout the individual's career, it is imperative that a quality foundation be in place at the time of entry into the organization. It is important at the time of entry because of the professional development that occurs after the hiring process is finalized.

Policy

New Hires

Whenever an opening occurs, this position will be advertised and the hiring process is started. The department will post the opening in several media. The advertisement will continue until the department has ideally would like to possess a minimum of five (5) candidates before testing is implemented. Candidates must meet the following minimum requirements:

- Be at least 21 years of age and a citizen of the United States
- Have a Current Texas driver's license with no moving violations for the past two (2) years
- Have a High school diploma or equivalent
- Have a Basic Peace Officer Certificate issued by TCLEOSE
- Must pass a written examination and Must pass a fitness test
- Must successfully pass a thorough background check (residence, employment, education, military, special skills/licenses, foreign languages, criminal/civil record, traffic, marital/family relations, financial and the use of alcohol and drugs) which includes three (3) personal and three (3) work related reference checks

After the prospective applicants have been gathered, a selection committee will be impaneled with the following members:

Lieutenant of Police
Sergeant of Police
Police Officers (2)

This panel will be responsible for assessing each job applicant's qualifications and ranking them based on their certification level / law enforcement experience, results of the written entry test, writing skills, complete background check, and the results of the physical fitness assessment testing. The top three candidates will then proceed to the next phase of the application process, the Oral Review Board.

The Oral Review Board, which consists of two Lakeview Police Commissioners, the Chief of Police, and two (2) other supervisors, will structure relevant questions concerning the individual applicants and their potential capabilities as a Lakeview Police Officer. The same selected group of questions, not related to the specific individual applicants, will be directed to each applicant during this process. Candidates will then be ranked again based on their replies and anticipated development within the department.

The top two (2) candidates will then be scheduled for their physical and psychological examinations. Upon successful completion of these two exams, the names of the two individuals will be forwarded to the Lakeview Police Commission with recommendations. The Lakeview Police Commission will then make a final decision for filling the vacated position(s).

Promotions

When a supervisor position becomes vacant, the department will attempt to fill this vacancy with the most qualified candidate that possesses the necessary skills, knowledge and abilities. A promotional exam may be utilized to assist in the assessment of all interested employees. This exam will consist of multiple choice questions over the Penal Code, Code of Criminal
Procedures, Rules Manual/General Orders and a selected book on supervision. Any employee with three (3) or more years of service is eligible to take the exam.

Employees with a passing exam score of 70% or better will then be given an opportunity to appear before an assessment panel composed of at least one supervisor from the department and one current police commissioner. This panel will rank candidates based on their test scores and their performance before the assessment panel. The employee chosen to advance will be on probation for a period of one year.

Tom Savage
Chief of Police
## Events Committee FY18 Cost Analysis

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<td>$4,428.00</td>
<td>$3,644.76</td>
<td>$628.00</td>
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<td>Enrollments/Sponsors</td>
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<td>T-Shirts/Hats</td>
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<td><strong>Total</strong></td>
<td></td>
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<td>$3,800.00</td>
<td>$4,428.00</td>
<td>$628.00</td>
<td>$628.00</td>
<td>-</td>
<td>$783.24</td>
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RESOLUTION NO. 2018-02

This Resolution of the City Council of the City of El Lago, Texas on the 3rd day of January, 2018, as follows:

* * * * * * * *

WHEREAS, for many years the City Council of the City of El Lago, Texas conducted its regular City Council Meetings on the 1st and 3rd Wednesday of each month; and

WHEREAS, the City Council determined to alter that schedule and began conducting its regular City Council Meetings on the 1st and 3rd Monday of each month; and

WHEREAS, the City Council has now determined that, because of the needs of the residents of the City and the individual members of the City Council, it would be most convenient for the regular City Council Meetings to be reset to the 1st and 3rd Wednesday of each month;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Lago, Texas:

Beginning on Wednesday, February 7, 2018, the City Council of the City of El Lago, Texas will conduct its regularly scheduled City Council Meetings on the 1st and 3rd Wednesday of each month.

PASSED, APPROVED AND ADOPTED this 3rd day of January, 2018.

Mark M Briggs, Mayor

ATTEST:

William A Grigsby, City Secretary
Sec. 9-27. Penalties for violation.

Each violation of any section of this article shall constitute a separate offense. Each day of a parking violation shall also constitute a separate offense. Violation of the "no parking anytime—tow away zone" and/or the prohibition contained in subsection 9-28(b) of the parking of a scofflaw vehicle in any location in the city will result in the removal of the vehicle at the expense of the owner/operator of said vehicle. Except as contained herein, each violation of this article shall be punishable by a fine of up to twenty-five dollars ($25.00); provided, however, that the maximum fine for unlawful overnight parking shall be twenty dollars ($20.00). Notwithstanding the above, a violation of subsection 9-28(5), parking in a fire lane or parking in a manner that results in an obstruction of a fire lane shall be punishable by a fine of a minimum of seventy-five dollars ($75.00) and a maximum of five hundred dollars ($500.00).


Sec. 9-28. Prohibited in certain places.

(a) No person shall park a vehicle or any portion of a vehicle or a towed vehicle, including trailers, mobile homes, boat trailers, boats, boat rigging or carts, and some motor driven vehicles including motor homes, recreational vehicles or campers:

(1) On the lawn of a residence or commercial property, either directly on the lawn or on blocks or on any temporary surface such as gravel, bricks and pavers located on the lawn of a residence or commercial property;

(2) On the barrier curb of a residence.

(3) Between the curb and the residence except in the driveway of the residence;

(4) In such a manner as to block the sidewalk;

(5) In any area prohibited by a traffic-control sign, "No Parking" or "No Parking Anytime—Tow Away Zone;"

(6) In any area prohibited by a sign indicating "No Parking Any Time—Fire Lane—Tow Away Zone."

(7) In any area located as described in Exhibit B designated by a yellow painted curb or cross hatching on the concrete.

(b) No person shall park a scofflaw vehicle on any avenue, street, or drive or in any other location in the city.
§ 9-28

EL LAGO CODE

(c) Granting of variance. A variance from the terms of subsection (a)(1) prohibiting the parking of a vehicle on the lawn of a commercial property can be granted with the favorable vote of fourth-fifths (⅘) of the city council being present but only if the applicant shall show that the variance is for a special or one-time event limited in time and scope.

(Ord. No. 149, § 6, 11-6-78; Ord. No. 264, § 6, 11-20-89; Ord. No. 351, § 1, 4-10-06; Ord. No. 370, § 2, 8-17-09; Ord. No. 370-A, § 3, 9-2-09; Ord. No. 264-V, § 2, 5-14-14; Ord. No. 427, § 3, 6-17-15; Ord. No. 433, §§ 2, 3, 12-14-15)

State law reference—Stopping, standing or parking prohibited in specified places, VTCS Art. 6701d, § 95.

Sec. 9-29. Trucks; buses; large vehicles.

It shall be unlawful for any person to park a truck, bus, or large vehicle on any avenue, street, or drive in the city of El Lago, Texas, except and only for the purpose of loading and unloading passengers, freight of merchandise. This prohibition shall not apply to a pickup truck or a motor home owned or operated by a resident of the city or by his guest and parked on an avenue, street or drive in the city directly adjacent to or in front of the dwelling wherein that resident resides. Each offense shall be punishable by a fine of up to twenty-five dollars ($25.00).

(Ord. No. 149, § 7, 11-6-78; Ord. No. 264, § 7, 11-20-89; Ord. No. 264L, 4-19-99)

State law reference—Stopping, standing or parking outside of business or residence districts, VTCS Art. 6701d, § 93.

Sec. 9-30. Time restrictions.

It shall be unlawful for any person to park or leave standing in any public street or alley, any vehicle during the hours of 3:00 a.m. through 5:00 a.m. The following exceptions will be made to this restriction:

(1) When guests have vehicles which will exceed available parking at the residence they are visiting, the resident shall call the Lakeview Police Department dispatch office at 281-326-5900 or the resident shall place a card or paper on the dashboard which will state the residence address and period of visit. This information shall be printed legibly in large enough letters and located so as to be read from outside the car by police officers.

(2) Any citizen with a hardship created by this section may present his case to city council for relief.

(Ord. No. 149A, § 1, 5-21-79; Ord. No. 195, § 1, 10-21-85; Ord. No. 254, § 9, 11-20-89; Ord. No. 380, § 2, 12-2-09)

State law reference—Abandoned motor vehicles, VTCS Art. 4477-9a, § 5.01 et seq.

Secs. 9-31—9-45. Reserved.
(12) The use of easements for installation and maintenance of utility and drainage facilities are hereby expressly permitted.

(13) The raising or keeping of hogs, horses, poultry, fowl, or other livestock within this district is strictly prohibited.

(14) No water well, septic system or cesspool shall be permitted.

(15) All reserves and recreational areas heretofore designated in recorded plats shall hereafter be used for recreational purposes.

(16) No sign of any kind shall be displayed to the public view except one (1) sign of not more than five (5) square feet, advertising the property for sale or rent, or signs used by builders to advertise the property during the construction and sales period, none of which signs shall exceed more than five (5) square feet and not more than one (1) sign may be displayed on any one lot at a given time.

(17) No towed vehicles, including trailers, mobile homes, boat trailers, boats, boat rigging or carts, and large motor driven vehicles including motor homes, recreational vehicles or campers shall be parked, stored or left standing in streets, driveways, or on lawns unless the vehicle is parked on a constructed driveway or improved surface behind the building setback line or if on a corner lot, the side setback line. In the event that a structure is constructed deeper into a particular lot than any building setback line, no such vehicle shall be parked, stored or left standing outside of the actual front line (or in the case of a corner lot, the side construction line) of the structure on the particular lot. Additionally, vehicles may be parked, stored or left standing in any location on the constructed driveway of a residence for a period of time not to exceed seventy-two (72) hours in any given week if the vehicle is in use or is undergoing general maintenance activities. No vehicle(s) as described in this subsection may be parked, stored, or left standing on any portion of a property used for residential purposes if said vehicle or any combined measurement of said vehicles are greater than thirty (30) feet in length, are wider than ten (10) feet in width or are higher than ten (10) feet in height. The measurement of a motor vehicle shall be from front to rear bumper; the measurement of a trailer or boat shall be from the trailer tongue or bow to the stem or rear of the trailer. The measurements shall be made from that portion of the said vehicle that extends the furthest. The height measurement will be from, the ground up to the highest fixed portion of the said vehicle. Removable structures such as air conditioners, boat towers and antennas temporarily mounted on said vehicles shall not be included in the height measurement. All combined measurements will consist of like measurements (i.e., length + length, width + width or height + height).

(18) No individual shall perform repair or maintenance work on a vehicle located at a residence unless the vehicle registration for that vehicle indicates that the vehicle is owned by a person residing at the residence.