CITY OF EL LAGO

AGENDA
CITY COUNCIL MEETING
411 TALLOWOOD DRIVE, EL LAGO,
TEXAS 77586
MAY 6, 2020
7:00 P.M.

NOTICE is hereby given of a Meeting of the City Council of the City of El Lago, County of Harris, State of Texas, to be held on the above stated date and time.

This meeting will be closed to in person attendance by the public. Due to the COVID 19 pandemic and CDC's recommendation regarding social distancing measures, the public will not be allowed to be physically present at this meeting, but the meeting will be available to members of the public via telephonic audio. Public Comments may be submitted. Citizens may join the WebEx Meeting by calling (844) 992-4726 and entering the Access Code 969 482 092. Any person interested in speaking on any item on the agenda must submit his/her comment via email to the City Secretary at citysec@ellago-tx.gov. The request must include the name and address of the person commenting. Citizen comments will be read aloud by the City Secretary during the meeting. Comments must be received before 1:00 p.m., Wednesday, May 6, 2020.

1. Call to Order

2. Declaration of a Quorum

2.1. Announce Absent Members of Council

3. Citizen Comments

Submitted citizens comments will be read aloud by the City Secretary

4. Consent Agenda

4.1. Check Detail for checks printed from April 23, 2020 through May 6, 2020.
4.2. Minutes from the Council Meetings of March 4, 2020 and April 22, 2020.

5. City Official, Board, Commission, Committee, & City Service Report

5.1. SVFD Monthly activity report (Chief Andy Gutacker)
5.2. City Secretary Rachel Lewis to report on the current reported expenses to the state and FEMA for COVID-19.

6. Mayor's Report

6.1. Mayor Skelton to report on the state of the City

7. Council Member's Reports

7.1. Mayor Pro Tem Vernon to report on the street and sidewalk repair schedule.
7.2. Councilperson Findley report
7.2.1. El Lago Dorados Swim Schedule and plans for the upcoming season
7.2.2. Update on Ed White Elementary remodel regarding the Floodplain Administrator review
7.2.3. Hazardous Waste Day for the City

8. Old Business

8.1. Consider/Approve the Third Amended Congestion Mitigation Traffic Management Agreement between the Metropolitan Transit Authority of Harris County and the City of El Lago .
8.2. Consider/Approve request and agreement by Chris Hoffman to use the City tennis courts, Event Room, and pool for his summer tennis camps.

9. New Business

9.1. Consider/Approve the 2nd quarter financial report for the City for FY2020.
9.2. Consider/Approve Ordinance 469 renewing the Mayor's local disaster declaration dated May 4, 2020, for a period of seven additional days.

10.Future Agenda Item Requests

Scheduled	**Not Scheduled**
Masonry fence behind Loch Lake	*Amend the Personnel Manual*

11.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. The City Council of the City of El Lago, Texas, reserves the right to adjourn into executive session at any time during the course of the meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, §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), §551.077 (Agency Financed by Federal Government),§551.084 (Exclusion of Witness from Hearing), §551.086 (Meeting Concerning Municipally Owned Utility), §551.087 (Deliberations Regarding Economic Development),§551.088 (Deliberations Regarding Licensing Testing Exam), & §418.183(f) (Texas Disaster Act: regarding Critical Infrastructure).

I certify that a copy of this notice of the City Council Meeting for the date listed above was posted at City Hall, 411 Tallowood Drive, El Lago, Texas, at least 72 hours in advance per the Texas Open Meetings Act.

_____

Rachel Lewis
City Secretary

City of El Lago
Check Detail
April 23 through May 6, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill P...	**ACH...**	**04/23/2020**	**Comcast**	**8777-70-112-0104051-9...**	**10102 · General...**	
Bill	2020...	04/23/2020		computer @ 98 Lakeshore	71903 · Comput...	(79.90)
				Telephone @ 98 Lakesh...	71300 · Telephone	(96.71)
TOTAL						(176.61)
Bill P...	**ACH...**	**04/24/2020**	**Verizon**	**Mar 21 - Apr 20 City Ce...**	**10102 · General...**	
Bill	9852...	04/24/2020		Mar 21 - Apr 20 City Cell...	71300 · Telephone	(395.91)
TOTAL						(395.91)
Paych...	**ACH...**	**04/30/2020**	**De Leon, A...**		**10102 · General...**	
					70120 · Mainten...	(914.65)
					70120 · Mainten...	(609.77)
					25500 · Med. & ...	17.31
					25200 · FWT pa...	138.00
					70220 · Social S...	(94.52)
					25300 · FICA Pa...	94.52
					25300 · FICA Pa...	94.52
					70220 · Social S...	(22.11)
					25300 · FICA Pa...	22.11
					25300 · FICA Pa...	22.11
TOTAL						(1,252.48)
Paych...	**ACH...**	**04/30/2020**	**Klingle, Br...**		**10102 · General...**	
					74010 · Court Cl...	(1,689.26)
					74010 · Court Cl...	(187.70)
					25400 · Pension ...	112.62
					70210 · Pension	(112.62)
					25400 · Pension ...	112.62
					25200 · FWT pa...	167.00
					70220 · Social S...	(116.37)
					25300 · FICA Pa...	116.37
					25300 · FICA Pa...	116.37
					70220 · Social S...	(27.21)
					25300 · FICA Pa...	27.21
					25300 · FICA Pa...	27.21
TOTAL						(1,453.76)
Paych...	**ACH...**	**04/30/2020**	**Lewis, Rac...**		**10102 · General...**	
					70100 · Administ...	(1,807.69)
					25400 · Pension ...	126.54
					25200 · FWT pa...	202.00
					70220 · Social S...	(112.08)
					25300 · FICA Pa...	112.08
					25300 · FICA Pa...	112.08
					70220 · Social S...	(26.21)
					25300 · FICA Pa...	26.21
					25300 · FICA Pa...	26.21
TOTAL						(1,340.86)

City of El Lago
Check Detail
April 23 through May 6, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	**ACH...**	**04/30/2020**	**Means, Der...**		**10102 · General...**	
					70120 · Mainten...	(1,703.46)
					25200 · FWT pa...	159.00
					70220 · Social S...	(105.62)
					25300 · FICA Pa...	105.62
					25300 · FICA Pa...	105.62
					70220 · Social S...	(24.70)
					25300 · FICA Pa...	24.70
					25300 · FICA Pa...	24.70
TOTAL						(1,414.14)
Paych...	**ACH...**	**04/30/2020**	**Stokes, Dia...**		**10102 · General...**	
					70100 · Administ...	(720.00)
					25200 · FWT pa...	24.00
					70220 · Social S...	(44.64)
					25300 · FICA Pa...	44.64
					25300 · FICA Pa...	44.64
					70220 · Social S...	(10.44)
					25300 · FICA Pa...	10.44
					25300 · FICA Pa...	10.44
TOTAL						(640.92)
Paych...	**ACH...**	**04/30/2020**	**Vernon, Ma...**		**10102 · General...**	
					70100 · Administ...	(1,085.88)
					25200 · FWT pa...	63.00
					70220 · Social S...	(67.33)
					25300 · FICA Pa...	67.33
					25300 · FICA Pa...	67.33
					70220 · Social S...	(15.75)
					25300 · FICA Pa...	15.75
					25300 · FICA Pa...	15.75
TOTAL						(939.80)
Liabilit...	**ACH...**	**04/30/2020**	**ICMA Retir...**	**2020-04-30 payroll**	**10102 · General...**	
				2020-04-30 payroll	25400 · Pension ...	(112.62)
				B Klingle	25400 · Pension ...	(112.62)
				R. Lewis	25400 · Pension ...	(126.54)
TOTAL						(351.78)
Liabilit...	**ACH...**	**04/30/2020**	**EFTPS**	**74-1612666**	**10102 · General...**	
				74-1612666	25200 · FWT pa...	(753.00)
				74-1612666	25300 · FICA Pa...	(126.42)
				74-1612666	25300 · FICA Pa...	(126.42)
				74-1612666	25300 · FICA Pa...	(540.56)
				74-1612666	25300 · FICA Pa...	(540.56)
TOTAL						(2,086.96)
Bill P...	**ACH...**	**04/30/2020**	**Corbin, Jef...**	**LPD Commissioners H...**	**10102 · General...**	
Bill		04/30/2020		LPD Commissioners Ho...	70600 · Honoraria	(25.00)
TOTAL						(25.00)

City of El Lago
Check Detail
April 23 through May 6, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill P...	**ACH...**	**04/30/2020**	**Findley, Sh...**	**Council Position 1 Hon...**	**10102 · General...**	
Bill		04/30/2020		Council Position 1 Honor...	70600 · Honoraria	(50.00)
TOTAL						(50.00)
Bill P...	**ACH...**	**04/30/2020**	**O'Brien, Mi...**	**LPD Commissioners H...**	**10102 · General...**	
Bill		04/30/2020		LPD Commissioners Ho...	70600 · Honoraria	(25.00)
TOTAL						(25.00)
Bill P...	**ACH...**	**04/30/2020**	**O'Donel, R...**	**LPD Commissioners H...**	**10102 · General...**	
Bill		04/30/2020		LPD Commissioners Ho...	70600 · Honoraria	(25.00)
TOTAL						(25.00)
Bill P...	**ACH...**	**04/30/2020**	**Skelton, Jo...**	**Mayor Honoraria for 20...**	**10102 · General...**	
Bill		04/30/2020		Mayor Honoraria for 202...	70600 · Honoraria	(150.00)
TOTAL						(150.00)
Bill P...	**ACH...**	**04/30/2020**	**Vernon, Ann**	**Honoraria - Council Po...**	**10102 · General...**	
Bill		04/30/2020		Honoraria - Council Posit...	70600 · Honoraria	(50.00)
TOTAL						(50.00)
Bill P...	**ACH...**	**05/01/2020**	**Lakeview P...**	**LPD monthly service a...**	**10102 · General...**	
Bill	1202	05/01/2020		LPD monthly service agr...	75100 · Police D...	(71,145.81)
TOTAL						(71,145.81)
Check	**ACH ...**	**04/30/2020**	**eProcessin...**	**121137**	**10102 · General...**	
				online payment processing	70551 · Credit C...	(15.00)
TOTAL						(15.00)
Bill P...	**11115**	**04/30/2020**	**J Fryday C...**	**Monthly building inpect...**	**10102 · General...**	
Bill	2020...	04/30/2020		Monthly building inpectio...	72000 · Building ...	(1,200.00)
TOTAL						(1,200.00)
Bill P...	**11116**	**05/01/2020**	**Nassau Ba...**	**2020-05**	**10102 · General...**	
Bill	2020...	05/01/2020		2020-05	73300 · Emerge...	(2,500.00)
TOTAL						(2,500.00)
Bill P...	**11117**	**05/01/2020**	**Seabrook ...**	**2020-05**	**10102 · General...**	
Bill	2020...	05/01/2020		2020-05	75300 · Fire Dep...	(13,052.07)
TOTAL						(13,052.07)

City of El Lago
Check Detail
April 23 through May 6, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill P...	**11120**	**05/06/2020**	**Accu-Tech ...**	**Color machine monthly...**	**10102 · General...**	
Bill	26627	04/21/2020		color copy machine mont...	71600 · Office S...	(50.00)
TOTAL						(50.00)
Bill P...	**11121**	**05/06/2020**	**AmeriWast...**	**Ed White recycling du...**	**10102 · General...**	
Bill	2020...	05/01/2020		Ed White recycling dump...	73210 · Recycling	(105.88)
TOTAL						(105.88)
Bill P...	**11122**	**05/06/2020**	**Clark, Dari...**	**Council Position 3 Hon...**	**10102 · General...**	
Bill		04/30/2020		Council Position 3 Honor...	70600 · Honoraria	(50.00)
TOTAL						(50.00)
Bill P...	**11123**	**05/06/2020**	**Frontier Co...**	**Fire line and fax line**	**10102 · General...**	
Bill	2020...	04/10/2020		dedicated fire line	70360 · Fire Prot...	(88.58)
				dedicated fax line	71300 · Telephone	(88.57)
TOTAL						(177.15)
Bill P...	**11124**	**05/06/2020**	**Harris Cou...**	**Water/Serwer service**	**10102 · General...**	
Bill	2020...	05/01/2020		1-01-12690-00 411 Tall...	72100 · Utilities	(366.18)
				1-01-09940-00 Mc Nair ...	72100 · Utilities	(464.66)
				1-01-04110-00 443 Hic...	72100 · Utilities	(132.01)
				1-01-04210-01 419 Tall...	77210 · Utilities-...	(85.78)
				1-01-06031-00 732 Bay...	72100 · Utilities	(10.15)
				1-01-07140-00 Bayou V...	72100 · Utilities	(10.17)
				1-01-08910-00 98 Lake...	72100 · Utilities	(35.28)
				1-01-07128-00 Bayou V...	72100 · Utilities	(10.15)
				1-00000021-00-8 Fireline	72100 · Utilities	(10.15)
TOTAL						(1,124.53)
Bill P...	**11125**	**05/06/2020**	**Kuehnel, K...**	**Council Position 4 Hon...**	**10102 · General...**	
Bill		04/30/2020		Council Position 4 Honor...	70600 · Honoraria	(50.00)
TOTAL						(50.00)
Bill P...	**11126**	**05/06/2020**	**Leslie's Po...**	**Alkalinity Up, 200 lb**	**10102 · General...**	
Bill	433-...	04/16/2020		200 lb Alkalinity up	77201 · Pool Ch...	(150.44)
TOTAL						(150.44)
Bill P...	**11127**	**05/06/2020**	**Michalak, J...**	**Council Position 2 Hon...**	**10102 · General...**	
Bill		04/30/2020		Council Position 2 Honor...	70600 · Honoraria	(50.00)
TOTAL						(50.00)

City of El Lago
Check Detail
April 23 through May 6, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill P...	**11128**	**05/06/2020**	**Poolsure**	**Pool Acid - 45 gallon dr...**	**10102 · General...**	
Bill	1412...	04/15/2020		pool acid - 45 gal drum	77201 · Pool Ch...	(157.50)
TOTAL						(157.50)
Bill P...	**11129**	**05/06/2020**	**Rocket Co...**	**Replace AC Fan Motor ...**	**10102 · General...**	
Bill	2020...	05/01/2020		Replace AC Fan Motor &...	70300 · Building ...	(500.00)
TOTAL						(500.00)
Bill P...	**11130**	**05/06/2020**	**Wells Farg...**	**04/21/2020 statement**	**10102 · General...**	
Bill	2020...	04/30/2020		04/21/2020 statement	24507 · Wells F...	(2,153.48)
TOTAL						(2,153.48)
Bill P...	**11131**	**05/06/2020**	**Winning W...**	**ADA legal compliance r...**	**10102 · General...**	
Bill	2019...	04/24/2020		ADA legal compliance re...	71100 · Legal	(875.00)
TOTAL						(875.00)
Bill P...	**11132**	**05/06/2020**	**GreatAmeri...**	**Copy machine monthly ...**	**10102 · General...**	
Bill	2696...	05/01/2020		Copy machine monthly d...	71600 · Office S...	(150.39)
TOTAL						(150.39)
Bill P...	**11133**	**05/06/2020**	**Lawns and...**	**Monthly Service**	**10102 · General...**	
Bill	31658	05/02/2020		Monthly Service - 2020-0...	70350 · Grounds...	(2,625.00)
				402 Cedar x 4	70350 · Grounds...	(120.00)
TOTAL						(2,745.00)
Bill P...	**11134**	**05/06/2020**	**Comcast**	**Webmaster APR 2020 Bill**	**10102 · General...**	
Bill	2020...	05/06/2020		Webmaster APR 2020 Bill	71903 · Comput...	(79.95)
TOTAL						(79.95)

CITY OF EL LAGO

MINUTES OF THE MARCH 4, 2020
REGULAR CITY COUNCIL MEETING
411 TALLOWOOD DRIVE, EL LAGO,
TEXAS 77586

1. **Call to Order** Mayor Skelton called the meeting to order at 7:01 PM
2. **Invocation and/or Pledge of Allegiance**
3. **Declaration of a Quorum**

   Present: Mayor John Skelton
   Councilperson Shawn Findley
   Councilperson Darin Clark
   Councilperson Jeff Michalak
   Mayor Pro Tem Ann Vernon
   Councilperson Kris Kuehnel
4. **Citizen Comments**

Ken Paschall of 534 Whitecap stated he sees a flaw in the process of placing a resolution on the agenda. He had viewed resolutions as local to El Lago and noncontroversial but no longer does. He stated the flaw in the process is that any Councilperson can bring any resolution forward regardless of whether the resolution is divisive at a state and/or national level. He recommended two options for a Councilperson to place a resolution on an agenda in the future. 1. Keep state or national level controversial items off the agenda; and/or 2. Make it a policy that a resolution have a first reading at one meeting and then a second reading and vote at a second meeting.

Tom Merchant of 315 Oak View Circle stated that as the Emergency Management Coordinator he wanted to give an update on the Corona virus. He advised of the current status of the virus within the state of Texas and Harris County. He advised that citizens should wash hands thoroughly, stay at home when sick, avoid mass gatherings, and clean and disinfect surfaces. Harris County has put together a readiness team and there were not cases reported yet in Harris County. Citizens may visit readyharris.com for more information.

Jeff Tave of 302 Pine View Circle stated he felt that anytime an item is on the agenda, even to just discuss, there should be a reference to what budget item will cover that item if additional costs to the City are proposed. He stated that he did not agree with speed humps/bumps and he is against these speed barriers because they create more maintenance costs, they impede emergency vehicles, they create wear and tear on vehicles, and they are a barrier to water flow**.**

Joan Schneck of 522 Seaway Drive reported that she has been receiving scam emails and didn't know what to do about them. Mayor Skelton advised she contact the Lakeview Police Department to report them.

August Oliver of 220 Bayou View Drive thanked the Mayor for having the item regarding speed bumps on the agenda. He stated that he understands water flow could be an issue if these are put into place.

5. **City Official, Board, Commission, Committee, & City Service Report**
   - *5.1.* *SVFD Monthly activity report* – Andy Gutacker went over the monthly activity report for February, 2020. There were 2 incidents, 1 was a medical call and 1 was a gas leak. The overall average response time was four minutes and 59 seconds.
   - *5.2.* *LPD Commissioner Michael O'Brien to report on LPD Commission activity* – Rob O'Donel went over the Strategic Traffic Report and the Ordinance Violation report for February, 2020. Mayor Pro Tem Vernon asked about the status of the cases on the Ordinance Violation Report that have been on the report for over 3 months. Mr. O'Donel explained that cases are reset at the courts often. Mayor Skelton informed him that there are still complaints regarding speeding. Mr. O'Donel suggested that the citizens

call the police department to report these complaints. Councilperson Michalak asked if there is a tracking report of the citizens' calls. Mr. O'Donel stated that he is not aware of any additional reports other than the Calls for Service report.

6. Consent Agenda

6.1. Check Detail for checks printed from February 20, 2020 through March 4, 2020

6.2. Minutes from the Council Meeting of February 19, 2020

Mayor Pro Tem Vernon made a motion to approve the consent agenda and Councilperson Findley seconded. The vote was unanimous to approve.

7. New Business

7.1. Stephanie Harris to present the FY2018 final end of the year audit. Stephanie Harris reviewed the FY2018 Audit stating her firm is issuing an unmodified report of the city's financial statements. There was a net positive fund balance and expenditures aligned with revenues. The fund balance represented 43 percent of the annual operating expenses. Ms. Harris answered questions from Council members.

7.2. Consider/Approve the end of the year FY2018 audit by Belt Harris Pechacek. Councilperson Kuehnel made a motion to approve and a second was provided by Councilperson Michalak. The vote for approval was unanimous.

7.3. Consider/Approve an agreement to contract for service with Belt Harris Pechacek for the 2019 end of year audit. Mayor Pro Tem Vernon informed Council that the 2019 audit will need to be completed this year and Stephanie Harris said the state requirement is that annual audits must be completed within 6 months of year end. Mayor Pro Tem Vernon made a motion to approve and to adjust the budget to pay for the audit using the funds obtained from the 402 Cedar grant reimbursement and reserve funds. There was a second by Councilperson Findley. Councilperson Michalak stated he would like to see the budget adjustments at the next Council meeting. The vote was unanimous to approve.

7.4. Consider/Approve a variance request for the use of the City of El Lago Event Room from Shelly Jones. Shelly Jones informed Council that the Lakeshore Condominium Homeowners Association has been using the Event Room every year for this annual meeting. Mayor Pro Tem Vernon made a motion to approve the variance and Councilperson Clark provided a second. The motion passed unanimously.

7.5. Consider/Approve Resolution 2020-04 amending the Building Permit Fee Schedule. Mayor Pro Tem Vernon explained that the changes to the current building permit fee schedule included the addition of a General Contractor's permit fee of $20 which is a way to track large renovations, and the second change lowers the $50,000 valuation of the projects to $20,000 for cosmetic changes. Councilperson Findley made a motion to approve and Mayor Pro Tem Vernon seconded. The vote was unanimous.

7.6. Consider/Approve the Certification of Unopposed Candidates dated February 24, 2020. Councilperson Michalak made a motion to approve and Councilperson Clark provided a second. The motion was approved unanimously.

7.7. Consider/Approve Ordinance 467 canceling the May 2, 2020 General Election and declaring unopposed candidates for Council Member Positions 3, 4, & 5 elected to office. There was a motion to approve by Councilperson Findley and a second from Councilperson Michalak. The vote was unanimous.

7.8. Consider/Approve the addition of the licensing/registration module for the IworQ permitting software. City Secretary Rachel Lewis presented a proposal from IworQ to add a licensing module which would allow contractors to apply using the web portal and would also allow city staff to track other licenses required by the City. She stated that there is enough money left from the sale of excess equipment to pay for the additional license which costs $1500 per year. Mayor Pro Tem Vernon stated that this module is needed and would reduce the data entry required to complete contractor registrations. Councilperson Findley stated that the adjustment in the building permit fees schedule should also help cover the expense of the module on an ongoing basis. Councilperson Michalak made a motion to approve the purchase of the IworQ licensing module and that it be funded this year from the sale of excess equipment. Mayor Pro Tem Vernon seconded. The vote was unanimous to approve.

7.9. Discuss/Approve repairing treadmills for a cost of $3655.08 or a plan to replace existing equipment and/or repair and consider a budget adjustment accordingly. Mayor Pro Tem Vernon explained that the equipment in the fitness center was budgeted for replacement in the past, but the equipment has not yet been replaced. A written report is attached. Councilperson Clark stated he would like to budget for it next year due to the gym revenue being down. Councilperson Michalak agreed that repairs to the equipment should be done but then stated there should be a plan to budget to replace the equipment over the next three years. He also suggested that the City look into leasing the equipment to see if that will save money. Mayor Pro Tem Vernon made a motion to approve. There was no second so the motion

died. Councilperson Kuehnel made a motion to postpone and that the City look into leasing options. Councilperson Michalak seconded. Councilpersons Michalak, Findley, Clark, and Kuehnel voted in favor and Mayor Pro Tem Vernon was opposed. The motion to postpone passed.

7.10. Discuss the addition of speed bumps/humps within the City. Councilperson Clark stated he would like to have a workshop to look at the possibility of speed bumps/humps placed within the City to help combat speeding. Mayor Skelton stated that there must be a financial discussion to determine if there are funds available to do this. Mayor Skelton also stated that transportation studies usually must be done for this type of thing before any real discussion can take place. Councilperson Michalak asked about an estimated cost and Councilperson Clark said that no cost information has yet been gathered. Mayor Pro Tem Vernon stated that the police department does not have the man power to have officers sit at all locations where speeding occurs and is not against gathering data to see if any data supports the City utilizing speed bumps.

8. Future Agenda Items

Not Scheduled	**Scheduled**
Hazardous Waste Recycling Day	Masonry fence behind Loch Lake
Amend the Personnel Manual	Amended METRO Agreement

Mayor Skelton stated that the Budget Adjustments would be scheduled for the March 18, 2020 meeting.

9. Adjournment – There being no further business the Mayor adjourned the meeting at 9:01 P.M.

_____

John Skelton
Mayor

ATTEST:

_____

Rachel Lewis
City Secretary

CITY OF EL LAGO

MINUTES OF THE APRIL 22, 2020
REGULAR CITY COUNCIL MEETING BY TELECONFERENCE
411 TALLOWOOD DRIVE, EL LAGO,
TEXAS 77586

1. **Call to Order** Mayor Skelton called the meeting to order at 7:01 PM.

2. **Declaration of a Quorum**
   Present: Mayor John Skelton
   Councilperson Shawn Findley
   Mayor Pro Tem Ann Vernon
   Councilperson Darin Clark
   Councilperson Jeff Michalak
   Councilperson Kris Kuehnel
   Mayor Skelton asked that all Councilpersons state their name and position prior to speaking during the meeting due to the meeting taking place via teleconference through WebEx.

3. **Citizen Comments**
   The following submitted citizen comments were read by City Secretary, Rachel Lewis:

Robert Burke of 1714 W. Hedgecroft – "I am sending these comments to the Mayor and Council Members in the event they cannot be read due to time constraints 1.) I ask that all "past" Police Commission minutes be placed in their appropriate and assigned location on our City's Website, as was customary many years ago, along with their respective agendas. I do not understand why the practice for this particular commission was stopped but it is vitally important that transparency be maintained in every aspect of our government along with ease of finding these documents as it is for all other boards, committees and commissions. 2.) I have previously petitioned, from our City Secretary, the list of unpermitted driveways that was introduced and used by Mr. Ray Sager at his Board of Adjustments hearing requesting his driveway variance. I was told that the file was too large to send via email so I kindly ask that it be entered into the minutes in that Committee's appropriate and assigned location on our City's Website."

Jeff Tave of 302 Pine View Circle – "1) I request Mayor & Council provide an independent assessment and subsequently a report covering the April 2020 dog shooting incident that occurred in Taylorcrest to the citizenry. Since a City Official was involved who has input/oversight with respect to LPD Budget & operations, citizens are questioning the potential for bias if LPD provides the investigation report without an independent review. Perhaps an independent panel should be involved to ensure that the parties involved were both treated fairly and without bias.2) Why are there background photos on the City of El Lago website that are not of El Lago features (e.g. sunfish sailboats scenes)? Seems like there should be plenty of El Lago photos to choose from that promote El Lago and its citizenry.3) Please provide some explanation on 2 items in the check log since the detail is clipped: a) #11065 - 3/16/20 - $3500 - Down payment for repair ... of what?
b) #11080 - 3/20/20 - $1188 - Balance for repairs on ?? I'm guessing related to above - was this a budgeted item?"

Sheila Brown of 1851 Raintree Circle – "Happy Earth Day to the Mayor and City Council, On 4-13-2020 a tragic event happened in Taylorcrest. I understand from the Police incident report that a 380 Ruger firearm was used to kill a neighbor's dog in Taylorcrest. Was this 1000 yards from the Ed White Elementary School? Why was it necessary to shoot 3 times? Who witnessed this incident? The State of our City is not what it used to be! The person who killed the dog was our Police Commissioner who is supposed to be a Peace Officer or at least trained and certified. Perhaps the Mayor and Council will investigate this individual as to his trigger happy response. Were there other ways to peacefully solve this problem? Can this be placed as an agenda item for future meetings so citizen can understand more details?
I would appreciate a follow up to understand to reassure my neighbors that El Lago is a safe place for children, pets and other citizens."

Mayor Skelton responded to the Police Commission minutes request stating that these minutes have been posted on the City's website since they began meeting in El Lago this year but that the City will look into whether past minutes and agendas held in Taylor Lake Village could be uploaded as well. Regarding the request for the attachments to the Board of Adjustment minutes the Mayor stated that these attachments would be included with the minutes once the Board of Adjustment approves the minutes. The Mayor also commented on the pictures currently used on the website and stated that fresh content would be reviewed but that is not a priority at this time. City Secretary, Rachel Lewis, was asked to address the checks that were in question for repairs. She reported that these checks were for repairs to the phone system at the Police Department. Mayor Pro Tem Ann Vernon raised a point of order regarding commenting on the shooting that occurred involving a dog, stating that this case is currently under investigation, therefore this issue was not discussed.

4. Consent Agenda City Official, Board, Commission, Committee, & City Service Report

Councilperson Vernon stated she wanted to pull the March 4, 2020 minutes and the check detail from the Consent Agenda

4.1. *Check Detail for checks printed from March 5, 2020 through April 22, 2020.* Councilperson Vernon raised a question regarding the bill for Foley & Gardere which includes a charge stating there was an email between the City Attorney and Brad Emel. She stated that she was also aware of a phone conversation that occurred between Brad Emel and the City Attorney that she didn't agree should be charged to the City. Mayor Skelton stated he authorized the City Attorney to address the driveway issue but instructed the City Secretary to review the charges with the City Attorney regarding the emails and phone conversations. There was a motion by Councilperson Vernon to approve with the exception of the Foley & Gardere bill unless it is determined that these charges were authorized by the Mayor or the City Secretary. A second was provided by Councilperson Findley. By roll call the motion was passed unanimously.

4.2. *Minutes from the Council Meeting of March 4, 2020 and March 15, 2020.* Regarding the minutes from the March 4, 2020 Council meeting, Councilperson Vernon stated that she wanted a statement under Citizen Comments section by Ken Paschall to be reviewed. She stated she didn't remember that Mr. Paschall used the word "controversial" but instead she thinks he said that he wanted to keep inappropriate or unapproved topics off of future agendas. Councilperson Vernon made a motion to postpone approval until the City Secretary reviewed the recording to ensure that the correct verbiage was used. Councilperson Kuehnel provided a second. By roll call the vote was unanimous to postpone. Councilperson Vernon made a motion to approve the minutes from March 15, 2020 which was seconded by Councilperson Clark. By roll call the motion passed unanimously.

5. City Official, Board, Commission, Committee, & City Service Report

5.1. *City Secretary Rachel Lewis to report on City Business.* City Secretary Lewis informed Council that the previous charges that were submitted to Council regarding the new computer back-up hardware costs had increased $62.00 due to shipping and a slight increase in the cost of the equipment. Additionally, due to the delay in receiving the items needed to set-up the new back-up system, 360 Vision IT was contacted to request an extension for their services until we can get our new back-up in place. They will suspend dropping our service until May 30, 2020. Diane Stokes was hired for one of the part-time positions at the Front desk and she is training to handle building permitting. Court dates have been reset until May 19, 2020 and will be reset further if it becomes necessary. Citizens are being encouraged to complete the 2020 Census though the City social media sites. The Emergency Management Coordinator, Tom Merchant has been helpful with gaining access to the site where reporting of the City losses due to COVID-19 to FEMA and the State of Texas must be documented. The City Secretary has reported the City's costs to date using the site, which totaled $6128. The City is also responsible for obtaining losses to local businesses. The City Secretary developed an online survey for the businesses to use to do this and Tom Merchant will help to distribute this information to all of the local business. Rob Wohrer has also helped to develop a form to gather these business losses.

6. Mayor's Report

6.1. *Mayor Skelton to report on the state of the City.* The Mayor reported that he is in contact with Emergency Management, and officials from the county as well as the state at least twice per week. He stated that per the Governor, there will be many Executive Orders over the next week with regard to re-opening. The idea behind this revolves around more testing and PPE. The El Lago City Hall will receive masks for staff from the County. He informed Council that the Emergency Management Coordinator reported that hurricane season is approaching. The City Floodplain Administrator and the Mayor attended a meeting regarding the remodeling of Ed White Elementary and are awaiting the final plans. CCISD has worked

closely with the City concerning drainage and aesthetics. Plans can be reviewed at City Hall once it is reopened. The work will begin this summer. The Mayor commended the citizens for adhering to the orders in place due to the COVID-19 threat and expressed appreciation for the support of the local businesses. There were two confirmed cases of COVID-19 in the City at last count.

7. Council member's Reports

7.1. *Mayor Pro Tem Vernon to report on the street and sidewalk repair schedule.* Mayor Pro Tem Vernon reported that the work located at Crestwood and Huntercrest had been suspended due to a pipe controlled by WCID 50 which needed to be evaluated. WCID 50 has responded to this and she is now waiting on her vendor to give and estimate to move forward so that the portion of costs to be paid by WCID 50 can be determined.

8. New Business

8.1. *Consider/Approve newly hired Lakeview Police Officers David Brinson and Dodeus Peter Manolescu.* A motion to approve was made by Councilperson Kuehnel and seconded by Councilperson Michalak. By roll call the vote was unanimous to approve.

8.2. *Discuss proposed adjustments to the FY2020 budget.* Mayor Pro Tem Vernon went over the proposed budget adjustments that were not being proposed for approval, but were being submitted as requested by the Council at the last meeting. Due to the City receiving grants for the 402 Cedar project and the refurbishing of the tennis courts, the net positive amount is $4600. Expenses will equal a net decrease of $200. The final budget adjustments will be submitted closer to the end of the fiscal year for Council to review and approve.

8.3. *Consider/Approve the 2nd quarter investment report for the City for FY2020.* Councilperson Michalak went over the investment report. Mayor Pro Tem Vernon made a motion to approve and a second was provided by Councilperson Clark. The vote was unanimously approved by roll call.

8.4. *Consider/Approve request by Chris Hoffman to use the City tennis courts for summer tennis camps.* Mayor Pro Tem Vernon stated that Chris Hoffman would not be present at this camp and would instead hire coaches to run it. There have been problems in the past with some damage and she suggested some guidelines be set determining how the camp will be run. She said that additional lifeguards would need to be hired for the camp pool time and suggested that there be a requirement of a certain number of coaches per the number of kids. She stated she is willing to draw up an agreement to be considered by Council. Mayor Pro Tem Vernon made a motion to postpone until the May 6, 2020 meeting. Councilperson Findley seconded. The vote was unanimous by roll call to postpone.

8.5. *Consider/Approve Ordinance 468 as requested by the Texas Department of Transportation continuing the speed limit of 45 miles per hour on NASA Road 1 per the recommendation of a speed limit study conducted in 2014.* A motion to approve was made by Mayor Pro Tem Vernon and a second was made by Councilperson Michalak. The motion passed unanimously by roll call.

8.6. *Discuss the lack of adequate numbers of applicants for the position of Life Guard for the City.* City Secretary Lewis stated that only one lifeguard application had been received. Mayor Skelton said that depending upon when training can occur, and when there are enough lifeguard applications, the opening of the pool may have to be delayed. Mayor Pro Tem Vernon stated she would contact past lifeguards to see about getting applications in for this year and will also look into when the training would be available. Councilperson Findley said that the Swim Board is meeting soon and he will report back as to when they plan to begin their season.

9. Future Agenda Items

Scheduled	Not Scheduled
Masonry fence behind Loch Lake	*Hazardous Waste Recycling Day*
Amend METRO Agreement	*Amend the Personnel Manual*

Mayor Skelton stated he would like a reoccurring COVID-19 loss report for each meeting.

10. Adjournment – There being no further business the Mayor adjourned the meeting at 8:30 P.M.

ATTEST:

_____ _____

John Skelton
Mayor

Rachel Lewis
City Secretary

SEABROOK

City of El Lago Monthly Statistics

Alarm Date Between {04/01/2020} And {04/30/2020}
and District = "2 "

2 El Lago

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Response Time
311 Medical assist, assist EMS crew					
20-0200176	04/06/2020 18:31:52	04/06/2020 18:34:48	1	2	00:02:56
20-0200208	04/24/2020 17:02:16	04/24/2020 17:06:13	1	2	00:03:57
20-0200213	04/27/2020 12:47:11	04/27/2020 12:52:35	1	1	00:05:24
		Average Response Time for District/Incident Type			**00:04:06**
444 Power line down					
20-0200171	04/04/2020 16:58:45	04/04/2020 17:01:38	4	2	00:02:53
		Average Response Time for District/Incident Type			**00:02:53**
445 Arcing, shorted electrical equipment					
20-0200186	04/12/2020 18:16:32	04/12/2020 18:19:05	1	2	00:02:33
		Average Response Time for District/Incident Type			**00:02:33**
740 Unintentional transmission of alarm, Other					
20-0200202	04/22/2020 15:27:05	04/22/2020 15:29:00	4	2	00:01:55
		Average Response Time for District/Incident Type			**00:01:55**

Overall Average Response Time for District 00:03:16

Total Incident Count: 6 **Overall Average Response Time: 00:03:16**

SEABROOK

City of El Lago Monthly Statistics

Alarm Date Between {04/01/2020} And {04/30/2020} and District = "2 "

Total Number of Incidents	6	**Total Number of Responding Personnel**	54
Average Turnout per Incident	9		

THE STATE OF TEXAS §
COUNTY OF HARRIS §

THIRD AMENDMENT TO
CONGESTION MITIGATION/TRAFFIC MANAGEMENT AGREEMENT

THIS THIRD AMENDMENT to the CONGESTION MITIGATION/TRAFFIC MANAGEMENT AGREEMENT ("Third Amendment") is made by and between the METROPOLITAN TRANSIT AUTHORITY OF HARRIS COUNTY, TEXAS ("METRO"), a body corporate and politic, existing and operating pursuant to Chapter 451, TEXAS TRANSPORTATION CODE, and the CITY OF ELLAGO, TEXAS ("CITY"), a general law city under the laws of the State of Texas.

RECITALS

WHEREAS, pursuant to Section 451.065 of the Texas Transportation Code and other applicable law, METRO has administered a program for participation with other governmental entities for development of Eligible Transportation Projects (as defined in the hereinafter defined Agreement) in the METRO service area; and

WHEREAS, pursuant to METRO Resolution 99-104, METRO executed a Congestion Mitigation/Traffic Management Agreement (as amended from time to time, the "Agreement") with the CITY to provide a base level of funds to the CITY to undertake Eligible Transportation Projects, the term of which was originally set to expire on September 30, 2009; and

WHEREAS, pursuant to METRO Resolutions 2003-77, 2003-93 and 2004-6, and the successful passage of METRO's election on November 4, 2003, representing voter approval of the continued dedication by METRO of 25% of its sales and use tax revenues for street improvements, mobility projects, as authorized by law, through September 30, 2014, METRO executed an amendment to the Agreement to extend the term of the Agreement to September 30, 2014 (the "First Amendment"); and

WHEREAS, pursuant to METRO Resolutions 2012-75 and 2012-111, and the successful passage of METRO's election on November 6, 2012, representing voter approval of the continued dedication by METRO of up to 25% of its sales and use tax revenues for street improvements and related projects, as authorized by law, through December 31, 2025 (such continued dedication as approved at such election, the "2012 Referendum"), METRO executed a second amendment to the Agreement to further extend the term of the Agreement to December 31, 2025 (the "Second Amendment"); and

WHEREAS, in accordance with METRO Resolutions 2019-71 and 2019-123, and the successful passage of METRO's election on November 5, 2019, representing voter approval of the continued dedication by METRO of up to 25% of its sales and use tax revenues through September 30, 2040 (such continued dedication as approved at such election, the "2019

Referendum") for street improvements, mobility projects and other facilities and services authorized by Section 451.065 of the Texas Transportation Code and other applicable law, the parties wish to enter into this Third Amendment to further extend the term of the Agreement to September 30, 2040.

NOW, THEREFORE, for and in consideration of the foregoing recitals and the mutual promises, obligations, covenants and benefits contained herein, the CITY and METRO agree as follows:

AGREEMENT

1. Article 2. Definitions and Terms of the Agreement contains the following definitions:

   (e) "General Mobility Program" shall mean a program under which METRO intends to make available up to 25% of its available sales and use tax revenues per year for Eligible Transportation Projects within the METRO service area, subject to METRO's commitments for transit-related operational expenditures and capital project expenditures and the terms of the Referendum. Such term specifically does not include any projects or programs provided for by transit-related operational expenditures or capital projects expenditures.

   (f) "Terms of this Agreement" or "Term" shall mean the period of time beginning on October 1, 2014 and ending on December 31, 2025, or an earlier date if this Agreement is terminated pursuant to the provisions hereof."

   Said definitions will be hereby amended to state as follows:

   (e) "General Mobility Program" shall mean a program under which METRO intends to make available up to 25% of its available sales and use tax revenues per year for Eligible Transportation Projects within the METRO service area, subject to METRO's commitments for transit-related operational expenditures and capital project expenditures and the terms of the 2012 Referendum and the 2019 Referendum. Such term specifically does not include any projects or programs provided for by transit-related operational expenditures or capital projects expenditures.

   (f) "Term of this Agreement" or "Term" shall mean the period of time beginning on October 1, 2014 and ending on September 30, 2040, or an earlier date if this Agreement is terminated pursuant to the provisions hereof."

2. Exhibit A to the Agreement (City Revenue Allocations) contains the following definition:

   "Funding Period" shall mean each of the following periods: (i) October 1, 2014 through September 30, 2015 (the "Sixteenth Funding Period"); (ii) October 1, 2015 through September 30, 2016 (the "Seventeenth Funding Period"); (iii) October 1, 2016 through September 30, 2017 (the "Eighteenth Funding Period"); (iv) October 1, 2017 through September 30, 2018 (the

"Nineteenth Funding Period"); (v) October 1, 2018 through September 30, 2019 (the "Twentieth Funding Period"); (vi) October 1, 2019 through September 30, 2020 (the "Twenty-First Funding Period"); (vii) October 1, 2020 through September 30, 2021 (the "Twenty-Second Funding Period"); (viii) October 1, 2021 through September 30, 2022 (the "Twenty-Third Funding Period"); (ix) October 1, 2022 through September 30, 2023 (the "Twenty-Fourth Funding Period"); (x) October 1, 2023 through September 30, 2024 (the "Twenty-Fifth Funding Period") (xi) October 1, 2024 through September 30, 2025 (the "Twenty-Sixth Funding Period"); and (xii) October 1, 2025 through December 31, 2025 (the "Twenty-Seventh Funding Period").

Said definition will be hereby amended to state as follows:

"Funding Period" shall mean each of the following periods: (i) October 1, 2014 through September 30, 2015 (the "Sixteenth Funding Period"); (ii) October 1, 2015 through September 30, 2016 (the "Seventeenth Funding Period"); (iii) October 1, 2016 through September 30, 2017 (the "Eighteenth Funding Period"); (iv) October 1, 2017 through September 30, 2018 (the "Nineteenth Funding Period"); (v) October 1, 2018 through September 30, 2019 (the "Twentieth Funding Period"); (vi) October 1, 2019 through September 30, 2020 (the "Twenty-First Funding Period"); (vii) October 1, 2020 through September 30, 2021 (the "Twenty-Second Funding Period"); (viii) October 1, 2021 through September 30, 2022 (the "Twenty-Third Funding Period"); (ix) October 1, 2022 through September 30, 2023 (the "Twenty-Fourth Funding Period"); (x) October 1, 2023 through September 30, 2024 (the "Twenty-Fifth Funding Period") (xi) October 1, 2024 through September 30, 2025 (the "Twenty-Sixth Funding Period"); (xii) October 1, 2025 through September 30, 2026 (the "Twenty-Seventh Funding Period"); (xiii) October 1, 2026 through September 30, 2027 (the "Twenty-Eighth Funding Period"); (xiv) October 1, 2027 through September 30, 2028 (the "Twenty-Ninth Funding Period"); (xv) October 1, 2028 through September 30, 2029 (the "Thirtieth Funding Period"); (xvi) October 1, 2029 through September 30, 2030 (the "Thirty-First Funding Period"); (xvii) October 1, 2030 through September 30, 2031 (the "Thirty-Second Funding Period"); (xviii) October 1, 2031 through September 30, 2032 (the "Thirty-Third Funding Period"); (xix) October 1, 2032 through September 30, 2033 (the "Thirty-Fourth Funding Period"); (xx) October 1, 2033 through September 30, 2034 (the "Thirty-Fifth Funding Period"); (xxi) October 1, 2034 through September 30, 2035 (the "Thirty-Sixth Funding Period"); (xxii) October 1, 2035 through September 30, 2036 (the "Thirty-Seventh Funding Period"); (xxiii) October 1, 2036 through September 30, 2037 (the "Thirty-Eighth Funding Period"); (xxiv) October 1, 2037 through September 30, 2038 (the "Thirty-Ninth Funding Period"); (xxv) October 1, 2038 through September 30, 2039 (the "Fortieth Funding Period"); (xxvi) October 1, 2039 through September 30, 2040 (the "Forty-First Funding Period").

3. Exhibit A to the Agreement (City Revenue Allocations), Section 2. Schedule of Payments contains the following schedule of payments:

Schedule of Payments. METRO agrees to make the following payments of City Revenue Allocations during the Term of this Agreement, unless terminated sooner pursuant to Article 7.

Subject to the exceptions provided below, in each Funding Period during the term of this Agreement, METRO shall pay the amount of $132,000 on or about October 1, provided, however, for the Twenty Seventh Funding Period, METRO shall pay the CITY the amount of $33,000.

The Schedule of Payments will be hereby amended in its entirety to state as follows:

Schedule of Payments. METRO agrees to make the following payments of City Revenue Allocations during the Term of this Agreement, unless terminated sooner pursuant to Article 7.

Subject to the exceptions provided below, in each Funding Period during the term of this Agreement, METRO shall pay the amount of $132,000 on or about October 1.

4. This Third Amendment shall take immediate effect after it is duly executed by the CITY and METRO. From and after the date that this Third Amendment takes effect, all other terms and conditions of the Agreement not modified by this Third Amendment shall remain in full force and effect. The terms of the Agreement, as modified by the First Amendment, the Second Amendment and this Third Amendment, contain the entire agreement between the CITY and METRO with respect to the matters addressed herein and therein.

[*Signature page follows*]

a. It has on the ___ day of _____, 20__, been executed on behalf of the CITY by _____.

b. It has on the 26th day of December, 2019, been executed on behalf of METRO by its President & CEO, Thomas C. Lambert, and attested by its Assistant Secretary, pursuant to Resolution 2019-123 of its Board of Directors authorizing such execution.

CITY OF EL LAGO, TEXAS

By: _____

Attest: _____
City Secretary

APPROVED AS TO FORM:

_____
City Attorney

METROPOLITAN TRANSPORTATION AUTHORITY OF HARRIS COUNTY, TEXAS

By: _____
Thomas C. Lambert
President & Chief Executive Officer

METROPOLITAN TRANSIT AUTHORITY METRO.

Attest as to form:

_____
Assistant Secretary

APPROVED AS TO FORM:

_____
Cydonii Fairfax
Executive Vice President & General Counsel

_____
Arthur C. Smiley III
Chief Financial Officer

AGREEMENT

This AGREEMENT between CHRISTOPHER HOFFMAN, DBA CHRIS HOFFMAN TENNIS (CONSULTANT) and the CITY OF EL LAGO (CITY), is made effective the _____ day of _____, 2020.

1. SERVICES - CONSULTANT agrees to provide services of a Camp Director for the CITY as listed below. Such services are hereinafter referred to as "Services".

   Provide CITY with a Camp Director who will be available for camps as scheduled.

   Provide leaders for each camp which meet the minimum requirements of:

   - Camp Director and one (1) Assistant Camp Director who are older than 21 years of age.
   - Additional Leaders as needed who are no less than seventeen (17) years of age.
   - Provide enough Leaders so that at no time is there less than a ratio of one (1) Leader per every ten (10) Campers.

   Leaders, at the above stated ratio, shall accompany all camp enrollees at all city facilities during use by the Campers.

   Plan and promote the sports camps in the community.

   Coordinate all camp events with CITY facility management to ensure no overlapping of activities and availability of facilities.

   Provide records to the CITY of camp enrollees for summer camp programs.

2. COMPENSATION - All payments made by a third party for the Services shall be made directly to CONSULTANT in accordance with the amounts contained in Exhibit B attached hereto and executed by both CITY and CONSULTANT.

3. STAFF - Neither CONSULTANT, nor CONSULTANT'S staff, is, or shall be deemed to be employees of CITY - CONSULTANT shall take appropriate measures to insure its staff, who perform Services, are competent to do so and are appropriately trained as necessary.

4. EMPLOYMENT STATUS - All CONSULTANTS referred to the CITY pursuant to this Agreement are Agents of CHRISTOPHER HOFFMAN, DBA CHRIS HOFFMAN TENNIS. HOFFMAN shall pay CONSULTANTS for services performed by the CONSULTANTS for the CITY. HOFFMAN warrants that it is in compliance with all state and federal laws applicable to the employment of CONSULTANTS who are referred to the CITY.

5. COMPENSATION - All compensation for revenue generated through sport camps will be paid to the CONSULTANT. CONSULTANT agrees to pay the CITY 10% of net profit from XLR8 Sports Camp as compensation for facility rental and usage for the agreed dates and times of summer sport camps. Facility usage includes: Tennis Courts, Basketball Pavilion, McNair Park Baseball Diamond, McNair Park Playground, Event Room, Event Room Kitchen and Pool Facilities. CONSULTANT shall provide to the CITY a statement of Net Profit with payment.

6. CONDITION OF FACILITIES – CONSULTANT agrees to maintain the facilities and leave the facilities each day in the same condition as they were found. This is to include the Event Room and Kitchen. Storage of the CONSULTANT'S necessary equipment and food is the responsibility of the CONSULTANT. Arrangements for storage may be made by agreement with the Mayor or his appointed agent and only such agreed upon storage shall be allowed. The CITY shall not be held responsible for the loss of excess food and/or equipment if not contained within the agreed upon storage area.

7. DAMAGAES - CONSULTANT will be financially responsible for any damages to Client facilities caused by camp activities and/or camp attendees.

8. PERSONAL INJURY – All camp attendees, Leaders and Camp Director shall use the CLIENT facilities at their own risk. The CITY shall not be liable for any injury or death that occurs on the CITY's property. CONSULTANT is responsible for the safety and wellbeing of its Leaders and camp attendees.

9. LIABILITY INSURANCE – CONSULTANT will hold liability insurance in an amount not less of $300,000 per incident and will name the City of El Lago as a certificate holder on the insurance policy.

10. LENGTH OF AGREEMENT - This agreement will be in effect from the date of signing and shall continue thereafter for a period for one (1) year unless terminated by either party, which must be given to the other party in writing 30 days prior to expiration.

IN WITNESS WHEREOF, the parties hereto have signed this Agreement as of the date below.

JOHN SKELTON, MAYOR
CITY OF EL LAGO

DATE

CHRISTOPHER HOFFMAN, DBA CHRIS HOFFMAN TENNIS

_____
SIGNATURE

_____
SIGNATURE

_____

DATE

CITY OF EL LAGO FY2020
1ST QUARTER FINANCIAL REPORT

	Oct - Dec 19	Jan - Mar 20	Apr - Jun 20	Jul - Sep 20	FY20 TOTAL	Budget	$ Over Budget	% of Budge
Ordinary Income/Expense								
Income								
41000 · Ad Valorem Tax								
41110 · Current Ad Valorem Taxes	278,049.66	894,202.13			1,172,251.79	1,252,231.90	(79,980.11)	94%
41120 · Delinquent Ad Valorem Taxes	2,785.38	5,061.84			7,847.22	8,276.28	(429.06)	95%
41130 · Penalty / Interest Income	1,020.94	3,930.54			4,951.48	8,723.27	(3,771.79)	57%
Total 41000 · Ad Valorem Tax	281,855.98	903,194.51	-	-	1,185,050.49	1,269,231.45	(84,180.96)	93%
41200 · Other Taxes								
Total 41210 · Franchise Taxes	-	40,211.68			40,211.68	174,307.77	(134,096.09)	23%
41220 · Sales Taxes	15,289.07	47,196.88			62,485.95	162,215.68	(99,729.73)	39%
41230 · Mixed Drink Taxes	-	7,535.46			7,535.46	22,654.11	(15,118.65)	33%
41240 · Child Safety Tax from HCTA-C	801.71	827.10			1,628.81	3,338.48	(1,709.67)	49%
Total 41200 · Other Taxes	16,090.78	95,771.12	-	-	111,861.90	362,516.04	(250,654.14)	31%
42000 · Permits & Licenses								
42100 · Building Permits	3,402.00	5,776.00			9,178.00	32,000.00	(22,822.00)	29%
42200 · Miscellaneous Permits	110.00	505.00			615.00	1,465.00	(850.00)	42%
42300 · Animal Control & Licensing	100.00	110.00			210.00	400.00	(190.00)	53%
Total 42000 · Permits & Licenses	3,612.00	6,391.00	-	-	10,003.00	33,865.00	(23,862.00)	30%
42500 · COMMUNITY CENTER INCOME								
42501 · Full Membership Pymt Plan Rates	9,665.66	8,354.46			18,020.12	32,000.00	(13,979.88)	56%
Total 42510 · Pool Income	(132.50)	-	-	-	(132.50)	9,800.00	(9,932.50)	-1%
42520 · Tennis Court Income	843.33	791.23			1,634.56	7,500.32	(5,865.76)	22%
42530 · Event Room Income	2,590.00	2,180.00			4,770.00	11,802.00	(7,032.00)	40%
42540 · Fitness Center Income	9,571.60	10,187.82			19,759.42	37,900.00	(18,140.58)	52%
42550 · Miscellaneous Comm. Ctr. Inc.	15.00	15.00			30.00	-	30.00	100%
Total 42500 · COMMUNITY CENTER INCOME	22,553.09	21,528.51	-	-	44,081.60	99,002.32	(54,920.72)	45%
43000 · COURT INCOME								
43001 · Miscellaneous Court Income	-	-	-	-	-			
43100 · Court Fees and Fines								
43101 · Miscellaneous Court Fees/Fines	16,447.50	15,156.35			31,603.85	68,000.00	(36,396.15)	46%
43102 · Warrant Fees	250.00	450.00			700.00	600.00	100.00	117%
43103 · Court Education Fund	16.90	20.78			37.68	110.00	(72.32)	34%
43104 · FTA Fund	19.25	0.75			20.00	20.00	-	100%
43105 · Time Payment Reimbursement Fee	58.35	82.51			140.86	430.00	(289.14)	33%
43106 · Civil Justice Fee	7.08	0.37			7.45	30.00	(22.55)	25%
43200 · Court Fines for Designated Funds								
43201 · Building Security Fund	609.00	875.98			1,484.98	2,600.00	(1,115.02)	57%
43202 · Court Technology Fund	380.00	612.26			992.26	1,800.00	(807.74)	55%
43203 · Child Safety Fund	334.47	243.83			578.30	650.00	(71.70)	89%
43204 · Arrest Fees-LPD	529.92	487.64			1,017.56	2,400.00	(1,382.44)	42%
43205 · Local Truancy Prevention Fund	0.00	481.03			481.03		481.03	0%
Total 43200 · Court Fines for Designated Fu	1,853.39	2,700.74	-	-	4,554.13	7,450.00	(2,895.87)	61%

CITY OF EL LAGO FY2020
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	Oct - Dec 19	Jan - Mar 20	Apr - Jun 20	Jul - Sep 20	FY20 TOTAL	Budget	$ Over Budget	% of Budge
43300 · Court State & City Shared Fines								
43301 · Misc. State & City Shared Fines	1,592.17	2,992.28			4,584.45	37,700.00	(33,115.55)	12%
43302 · Court Consolidated Fee	4,216.07	4,741.62			8,957.69		8,957.69	100%
43303 · State Traffic Fine	3,712.29	1,462.32			5,174.61		5,174.61	100%
43304 · Civil Justice Fee - State	0.00	3.28			3.28		3.28	0%
Total 43300 · Court State & City Shared Fines	9,520.53	9,199.50	-	-	18,720.03	37,700.00	(18,979.97)	50%
43100 · Court Fees and Fines	28,173.00	27,611.00	-	-	55,784.00	114,340.00	(58,556.00)	49%
Total 43000 · COURT INCOME	28,173.00	27,611.00	-	-	55,784.00	114,340.00	(58,556.00)	49%
45000 · Earned Interest							-	
45100 · Bank Account Interest	224.11	462.28			686.39		686.39	
45000 · Earned Interest - Other	-	-			-	2,275.00	(2,275.00)	0%
Total 45000 · Earned Interest	224.11	462.28	-	-	686.39	2,275.00	(1,588.61)	10%
46000 · Intergovernmental Revenue							-	
46100 · General Mobility Revenue	132,000.00	-			132,000.00	132,000.00	-	100%
Total 46000 · Intergovernmental Revenue	132,000.00	-	-	-	132,000.00	132,000.00	-	100%
47000 · Miscellaneous Income							-	
47100 · Other Miscellaneous Income	400.00	4,945.08			5,345.08	6,500.00	(1,154.92)	82%
47200 · Credit Card Convenience Fees	977.42	981.25			1,958.67	5,000.00	(3,041.33)	39%
47300 · Park & Pavilion Rental Income	920.00	260.00			1,180.00	180.00	1,000.00	656%
47400 · Special Expense Income	2,402.00	(127.83)			2,274.17	3,500.00	(1,225.83)	65%
47500 · LVPD Rental Income	6,246.76	6,246.76			12,493.52	24,987.05	(12,493.53)	50%
47600 · Sale of Excess Equipment	8,397.00	-			8,397.00	-	8,397.00	100%
Total 47000 · Miscellaneous Income	19,343.18	12,305.26	-	-	31,648.44	40,167.05	(8,518.61)	79%
Total Income	503,852.14	1,067,263.68	-	-	1,571,115.82	2,053,396.86	(482,281.04)	77%

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	Oct - Dec 19	Jan - Mar 20	Apr - Jun 20	Jul - Sep 20	FY20 TOTAL	Budget	$ Over Budget	% of Budge
Expense								
70000 · GENERAL GOVERNMENT								
70100 · Administrative Salaries	23,380.70	20,772.26			44,152.96	111,178.00	(67,025.04)	40%
70120 · Maintenance Salaries	19,179.22	18,760.26			37,939.48	84,924.00	(46,984.52)	45%
70130 · Bookkeeping Services	348.20	181.25			529.45	715.00	(185.55)	74%
70140 · Payroll Bonus/Expenses	2,354.00	-			2,354.00	2,500.00	(146.00)	94%
70200 · Employee Benefits	4,146.66	7,888.05			12,034.71	21,500.00	(9,465.29)	56%
70210 · Pension	778.50	675.72			1,454.22	2,890.00	(1,435.78)	50%
70220 · Social Security & Medicare	5,055.82	3,921.07			8,976.89	20,310.00	(11,333.11)	44%
70230 · Workers' Compensation Insurance	4,421.22	-			4,421.22	6,500.00	(2,078.78)	68%
70300 · Building Maintenance Expense	1,786.57	5,955.17			7,741.74	24,200.00	(16,458.26)	32%
70310 · Vehicle & Equipment Maintenance	893.59	188.93			1,082.52	4,700.00	(3,617.48)	23%
70320 · Maintenance Empl. Clothing	-	60.84			60.84	1,000.00	(939.16)	6%
70330 · New/Replacement Equipment	4,199.00	-			4,199.00	7,500.00	(3,301.00)	56%
70350 · Grounds Maintenance	8,145.00	8,757.00			16,902.00	36,500.00	(19,598.00)	46%
70360 · Fire Protection Equipment	773.01	801.32			1,574.33	3,100.00	(1,525.67)	51%
70400 · Contingencies	-	-			-	220.68	(220.68)	0%
70500 · Insurance and Bonds	13,937.12	-			13,937.12	14,000.00	(62.88)	100%
Total 70550 · Bank Service/Credit Card Fees	766.26	2,817.51	-	-	3,583.77	4,680.00	(1,096.23)	77%
70600 · Honoraria	1,425.00	1,425.00			2,850.00	5,700.00	(2,850.00)	50%
70700 · Advertising	147.51	717.59			865.10	6,000.00	(5,134.90)	14%
70800 · Appraisal	2,491.00	2,596.00			5,087.00	10,000.00	(4,913.00)	51%
70900 · Audit & Professional Services	5,021.00	11,714.00			16,735.00	23,429.00	(6,694.00)	71%
71000 · Dues and Subscriptions	3,543.10	758.95			4,302.05	4,800.00	(497.95)	90%
71100 · Legal	7,735.00	9,221.99			16,956.99	35,000.00	(18,043.01)	48%
71200 · Special Expenses	5,317.52	3,375.18			8,692.70	13,000.00	(4,307.30)	67%
Total 71300 · Telephone	2,475.38	2,474.71			4,950.09	6,800.00	(1,849.91)	73%
71500 · Meetings	10.00	-			10.00	500.00	(490.00)	2%
71600 · Office Supplies	2,837.66	1,064.59			3,902.25	4,500.00	(597.75)	87%
71700 · Tax Collection	1,576.68	198.61			1,775.29	1,900.00	(124.71)	93%
71800 · Elections	-	(65.00)			(65.00)	4,500.00	(4,565.00)	-1%
Total 71900 · Computer Expense	2,718.54	7,332.69			10,051.23	14,500.00	(4,448.77)	69%
72000 · Building Inspections	3,600.00	3,600.00			7,200.00	14,400.00	(7,200.00)	50%
72100 · Utilities	14,863.39	12,886.16			27,749.55	65,000.00	(37,250.45)	43%
72400 · PEG Expenses	-	-			-	5,777.43	(5,777.43)	0%
Total 70000 · GENERAL GOVERNMENT	143,926.65	128,079.85	-	-	272,006.50	562,224.11	(290,217.61)	48%
73000 · PUBLIC HEALTH EXPENSES								
73100 · Mosquito control	112.50	-			112.50	1,800.00	(1,687.50)	6%
73200 · Solid Waste Disposal	41,901.78	41,901.78			83,803.56	167,650.00	(83,846.44)	50%
73210 · Recycling	5,342.88	5,342.88			10,685.76	21,400.00	(10,714.24)	50%
73300 · Emergency Medical Services	7,500.00	7,500.00			15,000.00	30,000.00	(15,000.00)	50%
73500 · Animal Control	25.99	31.99			57.98	1,750.00	(1,692.02)	3%
Total 73000 · PUBLIC HEALTH EXPENSES	54,883.15	54,776.65	-	-	109,659.80	222,600.00	(112,940.20)	49%

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	Oct - Dec 19	Jan - Mar 20	Apr - Jun 20	Jul - Sep 20	FY20 TOTAL	Budget	$ Over Budget	% of Budge
74000 · COURT EXPENSES								
74001 · Court Forms & Postage	217.13	-			217.13	2,000.00	(1,782.87)	11%
74010 · Court Clerk Salary	11,152.40	11,261.76			22,414.16	49,301.00	(26,886.84)	45%
74100 · Court Prosecutor	450.00	-			450.00	2,000.00	(1,550.00)	23%
74200 · Municipal Judges	700.00	900.00			1,600.00	5,000.00	(3,400.00)	32%
74300 · Court Training	200.00	77.12			277.12	836.58	(559.46)	33%
74400 · Witness Fees	24.63	-			24.63			
74410 · Bailiff Services	600.00	525.00			1,125.00	2,400.00	(1,275.00)	47%
74414 · Arrest Fees	604.52	-			604.52	2,659.27	(2,054.75)	23%
74500 · Court Miscellaneous	69.00	69.00			138.00	1,000.00	(862.00)	14%
Total 74700 · Court Tax - General	30.00	9,971.47			10,001.47	37,155.00	(27,153.53)	27%
74800 · Court Technology	-	31.38			31.38	3,700.00	(3,668.62)	1%
Total 74000 · COURT EXPENSES	14,047.68	22,835.73	-	-	36,883.41	106,051.85	(69,168.44)	35%
75000 · PUBLIC SAFETY EXPENSES								
75100 · Police Department	213,437.43	213,437.43			426,874.86	807,604.03	(380,729.17)	53%
75300 · Fire Department	39,156.21	39,156.21			78,312.42	156,624.65	(78,312.23)	50%
75310 · Fire Marshal	-	-			-	2,000.00	(2,000.00)	0%
75400 · Child Safety Expense	-	-			-	1,200.00	(1,200.00)	0%
75600 · Emergency Management	2,085.00	-			2,085.00	7,500.00	(5,415.00)	28%
75700 · Public Awareness & Education	3,525.00	-			3,525.00	3,525.00	-	100%
Total 75000 · PUBLIC SAFETY EXPENSES	258,203.64	252,593.64	-	-	510,797.28	978,453.68	(467,656.40)	52%
76000 · BOARD & COMMISSION EXPENSE	-					500.00	(500.00)	0%
77000 · COMMUNITY CENTER								
77100 · Community CenterCapital Expense	-				-	7,500.00	(7,500.00)	0%
77125 · Community Center Payroll	-	50.00			50.00	20,000.00	(19,950.00)	0%
77200 · Pool General Maint & Supplies								
77201 · Pool Chemicals	1,052.14	1,046.00			2,098.14	5,000.00	(2,901.86)	42%
77202 · Equipment & Repairs	121.75	575.27			697.02	6,900.00	(6,202.98)	10%
77203 · General Maint. & Consumables	197.13	-			197.13	2,000.00	(1,802.87)	10%
77204 · Training	-	-			-	1,000.00	(1,000.00)	0%
77210 · Utilities-Pool	880.84	833.97			1,714.81	6,000.00	(4,285.19)	29%
Total 77200 · Pool General Maint & Supplies	2,251.86	2,455.24	-	-	4,707.10	20,900.00	(16,192.90)	23%
77300 · Tennis Expense	52.89	29.98			82.87	3,500.00	(3,417.13)	2%
77400 · Event Room Expense	179.00	233.00			412.00	3,000.00	(2,588.00)	14%
77500 · Fitness Center Expense	1,257.64	590.00			1,847.64	3,500.00	(1,652.36)	53%
77600 · Fitness Class Expense	2,130.00	1,800.00			3,930.00	9,360.00	(5,430.00)	42%
Total 77000 · COMMUNITY CENTER	5,871.39	5,158.22	-	-	11,029.61	67,760.00	(56,730.39)	16%
78101 · MOBILITY								
78110 · Streets & Sidewalks	46,937.74	-			46,937.74	132,000.00	(85,062.26)	36%
78300 · Street Signs	-	180.22			180.22	1,500.00	(1,319.78)	12%
Total 78101 · MOBILITY	46,937.74	180.22	-	-	47,117.96	133,500.00	(86,382.04)	35%

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	Oct - Dec 19	Jan - Mar 20	Apr - Jun 20	Jul - Sep 20	FY20 TOTAL	Budget	$ Over Budget	% of Budge
79000 · PARKS EXPENSE								
79001 · Parks - Capital Expense	-	-			-	4,000.00	(4,000.00)	0%
79600 · Beautification-Parks & Entries	176.56	208.64			385.20	2,500.00	(2,114.80)	15%
79700 · Park & Entrance Maintenance	1,657.59	-			1,657.59	2,000.00	(342.41)	83%
Total 79000 · PARKS EXPENSE	1,834.15	208.64	-	-	2,042.79	8,500.00	(6,457.21)	24%
Total Expense	525,704.40	463,832.95	-	-	989,537.35	2,079,589.64	(1,090,052.29)	48%
Net Ordinary Income (Ordinary Income - Ordinanry Expense)	(21,852.26)	603,430.73	-	-	581,578.47	(26,192.78)	607,771.25	-2220%
Other Income/Expense								
Other Income								
41500 · OTHER INCOME								
41101 · Current Debt Service Tax Income	33,136.53	106,552.44			139,688.97	149,218.47	(9,529.50)	94%
41112 · Delinquent Debt Service Tax	355.91	618.11			974.02		974.02	100%
46200 · Misc. Intergovernmental Revenue	-				-	74,000.00	(74,000.00)	0%
Total 41500 · OTHER INCOME	33,492.44	107,170.55	-	-	140,662.99	223,218.47	(82,555.48)	63%
Total Other Income	33,492.44	107,170.55	-	-	140,662.99	223,218.47	(82,555.48)	63%
Other Expense								
70001 · OTHER EXPENSE								
70020 · DEBT SERVICE								
70121 · Community Center Debt-Principal	-	-			-	125,000.00	(125,000.00)	0%
70122 · Community Center Debt-Interest	-	11,979.00			11,979.00	23,958.00	(11,979.00)	50%
Total 70020 · DEBT SERVICE	-	11,979.00	-	-	11,979.00	148,958.00	(136,979.00)	8%
Total 70001 · OTHER EXPENSE	-	11,979.00	-	-	11,979.00	148,958.00	(136,979.00)	8%
Total Other Expense	-	11,979.00	-	-	11,979.00	148,958.00	(136,979.00)	8%
Net Other Income	33,492.44	95,191.55	-	-	128,683.99	74,260.47	54,423.52	173%
Net Income	**11,640.18**	**698,622.28**	**-**	**-**	**710,262.46**	**48,067.69**	**662,194.77**	**1478%**
FUNDS FROM OTHER BANK ACCOUNTS IN SUPPORT OF THE BUDGET								
FUNDS FROM PEG ACCOUNT						1,877.00		
FUNDS FROM CHILD SAFETY EXPENSE						5,700.00		
FUNDS FROM BUILDING SECURITY						3,000.00		
TOTAL FUNDS FROM OTHER ACCOUNTS						10,577.00		
FUNDS TO THE EMERGENCY OPERATING FUND			-			**(58,644.69)**		
TOTAL NET BUDGET INCOME (Net Income + Funds from Other Bank Accounts - Funds to the Emergency Operating Fund)						-		

ORDINANCE NO. 469

AN ORDINANCE OF THE CITY OF EL LAGO, TEXAS, APPROVING THE RENEWAL OF THE LOCAL DISASTER DECLARATION ISSUED BY THE MAYOR OF THE CITY ON MAY 4, 2020; MAKING CERTAIN FINDINGS; PROVIDING A PENALTY FOR VIOLATING THE ORDINANCE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

* * * * * * *

WHEREAS, a novel coronavirus causing a disease labeled COVID-19, first appeared in this country in Washington State in January 2020, and eventually spread through all 50 states, causing serious health problems and death ; and

WHEREAS, on March 11, 2020, the County Judge of Harris County, Texas issued a Declaration of Local Disaster for Public Health Emergency covering all of the County including the City of El Lago; and

WHEREAS, on March 19, 2020, the Governor of Texas issued Executive Order GA-8, mandating certain obligations for Texas to slow the spread of COVID-19 ; and

WHEREAS, on March 31, 2020, the Governor issued Executive Order GA-14, revising and superseding the mandates of GA-8; and

WHEREAS, on April 27, 2020, the Governor issued Executive Orders GA-18 and GA-19, limiting and superseding GA-14; and

WHEREAS, on May 4, 2020, the Mayor of El Lago, John Skelton, issued a Local Disaster Declaration for the City, adopting the Harris County Local Disaster Declaration and the Executive Orders GA-18 and GA-19; and

WHEREAS, the City Council of the City of El Lago desires to confirm, adopt and renew the Local Disaster Declaration issued by the Mayor and its adoption of the provisions of the local disaster declaration issued by Harris County and to adopt the mandates of GA-18 and GA-19;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL LAGO, TEXAS:

Section 1. Findings.

The findings contained in the preamble to this Ordinance are determined to be true and correct and are hereby adopted as part of the Ordinance.

Section 2.

Effective immediately and continuing through May 15, 2020, the City hereby confirms, adopts and renews as permitted by law the Local Disaster Declaration issued by the Mayor dated May 4, 2020, and adopts the provisions of the Declaration of Local Disaster for Public Health Emergency issued by the County Judge of Harris County, Lina Hidalgo, on March 11, 2020, and the Executive Orders GA-18 and GA-19 issued by Governor Greg Abbott on April 27, 2020. The

provisions of the Harris County Declaration and of Executive Orders GA-18 and GA-19 are incorporated herein by reference as if written word for word.

Section 3.

Any person, firm, corporation, agent, or employee thereof who violates any of the provisions of this ordinance commits an offense that is considered a class C misdemeanor and each day the violation continues shall be a separate offense punishable by a fine of not more than $500. A culpable mental state is not required for the commission of an offense under this ordinance and need not be proved. The penalty provided for in this ordinance is in addition to any other remedies that the City may have under City ordinances and state law."

Section 4. Severability.

In the event that any provision, section, subsection, sentence, clause, or phrase of this Ordinance or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this Ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this Ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, or invalidity of any other portion hereof, and all provisions of this Ordinance are declared to be severable for that purpose.

Section 5. Effective Date.

This Ordinance shall be and become effective from and after the date of the publication of the Ordinance or caption of the Ordinance in the City's official newspaper.

PASSED, APPROVED AND ADOPTED this the 6th day of May, 2019.

_____
JOHN SKELTON
Mayor
City of El Lago, Texas

ATTEST:

_____
Rachel Lewis
City Secretary
City of El Lago, Texas