CITY OF EL LAGO



MEETING OF THE CITY COUNCIL

411 TALLOWOOD DRIVE, EL LAGO, TEXAS 77586 DECEMBER 1, 2021 – 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 at seven o'clock (7:00) PM on December 1, 2021 at the City Hall Events Room, 411 Tallowood Drive, El Lago, Texas, for the purpose of considering the numbered items below.

AGENDA

- 1. Call to Order
- 2. Invocation and/or Pledge of Allegiance
- 3. Declaration of a Quorum
 - 3.1. Announce Absent Members of Council

4. Citizen Comments

Citizens who wish to speak to the City Council will be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the comment is on this agenda, the City staff and City Council Members are prevented from discussing the subject and may respond only with brief statements of factual information or existing policy. Citizens are limited to three (3) minutes for their comments to the City Council.

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

- *5.1.* Report on SVFD activity in the City for October and November, 2021. (Andy Gutacker)
- 5.2. Present the 4th Quarter financial report for FY 2021 (Cheryl Hunter)

6. Consent Agenda

- 6.1. Check Detail for checks printed from November 18, 2021 through December 1, 2021.
- *Minutes from the Council Meeting of November 17, 2021.*

7. Old Business

- 7.1. Discuss permitting and inspection of the WCID 50 drainage project.
- 7.2. Consider/Approve Ordinance 484 adopting Amendment No.1 to the Budget for the Fiscal Year 2021.

8. New Business

- 8.1. Consider/Approve an agreement renewal with Harris County to house, support, maintain, and confine prisoners in Harris County jails.
- 8.2. Consider/Approve Resolution 2021-16 filling vacancies on the Parks Board.
- 8.3. Consider/Approve Resolution 2021-17 designating a member and an alternate member to the Houston-Galveston Area Council for 2022.

9. Future Agenda Item Requests

Scheduled

Resolution to update facility fees – Jan 5th
Councilperson Parette report on parks – Jan 5th
Review of City contracts – Jan 5th

Unscheduled

Bids for concrete work

10. Adjournment

ALL AGENDA ITEMS ARE SUBJECT TO ACTION

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).

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 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

Туре	Num	Date	Name	Memo	Account	Paid Amount
Bill P	ACH	11/22/2021	Comcast	8777-70-112-0104051-9	10102 · General	
Bill	2021	11/18/2021		computer @ 98 Lakesho telephone @ 98 Lakesho	71903 · Comput 71300 · Telephone	(154.42) (154.42)
TOTAL						(308.84)
Paych	ACH	11/24/2021	Baillie, Dea		10102 · General	
					70100 · Administ 25200 · FWT pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa	(933.00) 20.00 (57.84) 57.84 57.84 (13.53) 13.53
TOTAL						(841.63)
Paych	ACH	11/24/2021	De Leon, A		10102 · General	
					70120 · Mainten 70120 · Mainten 70120 · Mainten 25500 · Employe 71300 · Telephone 25200 · FWT pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa 25300 · FICA Pa	(1,382.31) (157.98) (39.49) 11.76 (20.00) 144.00 (97.95) 97.95 97.95 (22.90) 22.90
TOTAL						(1,323.17)
Paych	ACH	11/24/2021	Hunter, Ch		10102 · General	
					70100 · Administ 25200 · FWT pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa	(654.23) 17.00 (40.56) 40.56 40.56 (9.49) 9.49 9.49
TOTAL						(587.18)
Paych	ACH	11/24/2021	Klingle, Br		10102 · General	
					74010 · Court Cl 25400 · Pension 70210 · Pension 25400 · Pension 25200 · FWT pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa 70220 · Social S	(1,945.14) 116.71 (116.71) 116.71 174.00 (120.60) 120.60 120.60 (28.21)

Туре	Num	Date	Name	Memo	Account	Paid Amount
					25300 · FICA Pa 25300 · FICA Pa	28.21 28.21
TOTAL						(1,505.62)
Paych	ACH	11/24/2021	Lewis, Rac		10102 · General	
TOTAL					70100 · Administ 70100 · Administ 25400 · Pension 71300 · Telephone 25200 · FWT pa 70220 · Social S 25300 · FICA Pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa 25300 · FICA Pa	(1,406.77) (937.85) 164.12 (20.00) 308.00 (145.37) 145.37 145.37 (34.00) 34.00 34.00
Paych	ACH	11/24/2021	Means, Der		10102 · General	,
TOTAL	A011	11/2-7-2021	incuris, Der		70120 · Mainten 70120 · Mainten 70120 · Mainten 25400 · Pension 71300 · Telephone 25200 · FWT pa 70220 · Social S 25300 · FICA Pa	(1,588.78) (132.40) (44.13) 100.00 (20.00) 154.00 (109.45) 109.45 (25.60) 25.60 25.60 (1,396.26)
Paych	ACH	11/24/2021	Reitberger,		10102 · General	
					74010 · Court Cl 25200 · FWT pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa 70220 · Social S 25300 · FICA Pa 25300 · FICA Pa	(734.40) 25.00 (45.54) 45.54 45.54 (10.65) 10.65
TOTAL						(653.21)
Paych	ACH	11/24/2021	Stokes, Dia		10102 · General 70100 · Administ 25200 · FWT pa 70220 · Social S 25300 · FICA Pa	(587.79) 81.00 (36.44) 36.44 36.44 (8.52) 8.52 8.52
TOTAL						(461.83)

Туре	Num	Date	Name	Memo	Account	Paid Amount
Liabilit	ACH	11/24/2021	Mission Sq	2021-11-24 Payroll	10102 · General	
TOTAL				B Klingle B. Klingle D. Means R. Lewis	25400 · Pension 25400 · Pension 25400 · Pension 25400 · Pension	(116.71) (116.71) (100.00) (164.12) (497.54)
						, ,
Liabilit	ACH	11/24/2021	EFTPS	74-1612666	10102 · General	
				74-1612666 74-1612666 74-1612666 74-1612666 74-1612666	25200 · FWT pa 25300 · FICA Pa 25300 · FICA Pa 25300 · FICA Pa 25300 · FICA Pa	(923.00) (152.90) (152.90) (653.75) (653.75)
TOTAL						(2,536.30)
Bill P	11934	11/17/2021	Aquamaid	repair/replaced pool pl	10102 · General	
Bill	1013	11/10/2021		repair/replaced filters on	70300 · Building	(1,043.00)
TOTAL						(1,043.00)
Bill P	11935	11/17/2021	Barfield, R	Oct. Judge Apperances	10102 · General	
Bill	10-2	11/11/2021		Oct. Judge Apperances	74200 · Municip	(300.00)
TOTAL						(300.00)
Bill P	11936	11/17/2021	Blacksmith	Oct. Warrant Recall	10102 · General	
Bill	10-2	11/11/2021		Oct. Warrant Recall	74600 · Warrant	(300.00)
TOTAL						(300.00)
Bill P	11937	11/17/2021	Clark, Diane	Oct. Judge Apperances	10102 · General	
Bill	10-2	11/11/2021		Oct. Judge Apperances	74200 · Municip	(150.00)
TOTAL						(150.00)
Bill P	11938	11/17/2021	Comcast	xfinity webmaster Oct	10102 · General	
Bill	1015	11/08/2021		xfinity webmaster Oct 1	71903 · Comput	(79.95)
TOTAL						(79.95)
Bill P	11939	11/17/2021	Hendricks,	Bailiff Services 11/09/2	10102 · General	
Bill	11-0	11/11/2021		Bailiff Services 11/09/2021	74410 · Bailiff S	(75.00)
TOTAL						(75.00)

Туре	Num	Date	Name	Memo Account		Paid Amount
Bill P	11940	11/17/2021	Lawns and		10102 · General	
Bill	3188	11/03/2021		commercial sprinkler sys sprinkler parts 1 1/2" 90 sprinkler parts 1 1/2" PV sprinkler parts 1 1/2" cou	70300 · Building 70300 · Building 70300 · Building 70300 · Building	(600.00) (19.80) (5.00) (5.25)
Bill	3196	11/04/2021		monthly lawn care maint Commercial Mainenance	70350 · Grounds 70350 · Grounds	(2,625.00)
TOTAL						(3,345.05)
Bill P	11941	11/17/2021	Olson & Ol	Total Legal Services fo	10102 · General	
Bill	11401	11/03/2021		Total Legal Services for	71100 · Legal	(1,480.00)
TOTAL						(1,480.00)
Bill P	11942	11/17/2021	Texas Dep	Vehicle Registration Re	10102 · General	
Bill	11-0	11/11/2021		Vehicle Registration Ren	70310 · Vehicle	(8.25)
TOTAL						(8.25)
Bill P	11943	11/17/2021	TXU Energy	Electricity 09/30/2021 t	10102 · General	
Bill	0560	11/11/2021		ESI ID 10089010100065 ESI ID 10089010767831 ESI ID 10089010100065 ESI ID 10089010100065 ESI ID 10089010100065 ESI ID 10089010100065 ESI ID 10089010100350 ESI ID 10089010238105 ESI ID 10089010238105 ESI ID 10089010238129 ESI ID 10089010238046 ESI ID 10089010238017 ESI ID 10089010238017 ESI ID 10089010238046 ESI ID 10089010238048 ESI ID 10089010076206	72100 · Utilities	(6.34) (456.74) (97.26) (1,736.04) (16.86) (26.50) (22.07) (4.64) (7.38) (4.96) (17.05) (10.10) (6.32) (387.26) (10.63) (22.97) (13.40) (4.86) (1,129.42) (308.38) (4,289.18)
						(4,203.10)
Bill P	11944	11/17/2021	Valero Flee	fuel for city truck	10102 · General	(450.04)
Bill TOTAL	Oct2	11/10/2021		fuel for city truck	70311 · Fuel for	(156.34)
Bill P	11945	11/30/2021	Barbe, Arm	Building Inspection Fe	10102 · General	,
Bill	2021	11/30/2021		Building Inspection Fees	72000 · Building	(1,600.00)
TOTAL						(1,600.00)

Туре	Num	Date	Name	Memo	Account	Paid Amount
Bill P	11946	12/01/2021	Nassau Ba	2021-12	10102 · General	
Bill	2021	12/01/2021		2021-12	73300 · Emerge	(2,500.00)
TOTAL						(2,500.00)
Bill P	11947	12/01/2021	Seabrook	2021-12	10102 · General	
Bill	2021	12/01/2021		2021-12	75300 · Fire Dep	(13,449.27)
TOTAL						(13,449.27)
Bill P	11948	11/17/2021	Moore IT S	Monthly Billing for Nov	10102 · General	
Bill	2784	11/11/2021		Monthly Billing for Nove	71902 · Comput	(20.59)
TOTAL						(20.59)
Bill P	11949	11/17/2021	Space City	keys and miscellaneou	10102 · General	
Bill	2021	11/16/2021		keys and miscellaneous	70300 · Building	(89.63)
TOTAL						(89.63)
Bill P	11950	11/17/2021	Texas Floo	2022 TFMA Membershi	10102 · General	
Bill	3000	11/11/2021		2022 TFMA Membership	71000 · Dues an	(50.00)
TOTAL						(50.00)
Bill P	11951	11/17/2021	Accu-Tech	Color Machine Monthly	10102 · General	
Bill	29376	10/26/2021		Color Machine Monthly bill	71600 · Office S	(50.00)
TOTAL						(50.00)
Bill P	11952	11/17/2021	Great Amer	Ownership & Lein Rpt	10102 · General	
Bill	1911	10/08/2021		Ownership & Lein Rpt - L	71100 · Legal	(250.00)
TOTAL						(250.00)
Liabilit	11953	12/01/2021	Texas Mun	23401oz 2021-12	10102 · General	
TOTAL				B Klingle D. Means A Deleon Renewal Credit 23401oz 2021-12	70200 · Employe 70200 · Employe 70200 · Employe 70200 · Employe 25500 · Employe	(570.00) (570.00) (110.33) 140.48 (23.52) (1,133.37)
						(1,100.01)

Туре	Num	Date	Name	Memo	Account	Paid Amount
Bill P	11954	12/01/2021	Awesome	Inv#040922-e2 Deposit	10102 · General	
Bill	0409	11/22/2021		Rock Wall Obstacle Course (young Dual Lane Giant Slide (y Moonwalk Generators DELIVERY AND SETUP	71200 · Special 71200 · Special 71200 · Special 71200 · Special 71200 · Special 71200 · Special	(251.85) (220.37) (188.89) (62.96) (83.95) (41.98)
TOTAL						(850.00)
Check	11956	11/22/2021	Root, Alicia	Event Room 11/20/2021	10102 · General	
Credit	2021	11/22/2021		Event Room Income & R	42530 · Event R	(500.00)
TOTAL						(500.00)
Bill P	11957	12/01/2021	Harris Cou	Qtr 1 Quarterly Assess	10102 · General	
Bill	PSI2	11/22/2021		Qtr 1 Quarterly Assessm	70800 · Appraisal	(2,573.00)
TOTAL						(2,573.00)
Bill P	11958	12/01/2021	Hendricks,		10102 · General	
Bill Bill	11-2 11-1	11/22/2021 11/22/2021		Bailiff Services 11/22/2021 Bailiff Services 11/16/2021	74410 · Bailiff S 74410 · Bailiff S	(75.00) (75.00)
TOTAL						(150.00)
Bill P	11959	12/01/2021	Mil-Spec El	replace pavillion light a	10102 · General	
Bill	1433	11/22/2021		replace pavillion light and	70300 · Building	(424.47)
TOTAL						(424.47)



CITY OF EL LAGO

MINUTES OF THE NOVEMBER 17, 2021 REGULAR CITY COUNCIL MEETING 411 TALLOWOOD DRIVE, EL LAGO, TEXAS 77586

- 1. Call to Order Mayor Findley called the meeting to order at 7:01 PM.
- 2. Invocation and/or Pledge of Allegiance Pledges were conducted.

3. Declaration of a Quorum

Present: Mayor Shawn Findley

Mayor Pro Tem Ann Vernon Councilperson Charles Parette Councilperson Darin Clark Councilperson Jeff Michalak

Absent: Councilperson Kris Kuehnel

4. Citizen Comments

Tiffany Wallace of 711 Crestwood stated the bike lanes in the school zones needed to be repainted and requested that a flashing stop sign be placed in that area as well. She also asked for continued mosquito spraying since the temperatures have not dropped. She questioned if the upcoming drainage project was communicated to the school district.

Art Richard of 622 Bayview Drive thanked city staff for repairing the lights in the pavilion.

Jeff Tave of 302 Pine View Circle asked that Council take note of the Comcast bill, and stated he assumed this paid for service in the fitness center which could be cut to save money.

Mayor Findley stated he would speak with Mario Runco at WCID 50 to inquire about whether communications took place regarding their drainage project with the school district. He stated he would also look into continued mosquito spraying.

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

- 5.1. Report on LPD activity in the City with Call for Service reports for September, 2021. Chief Nunn was unable to attend the meeting. Mayor Findley informed Council the reports were provided for review. Councilperson Michalak asked that the code report be provided for future meetings.
- 5.2. Present the 4th Quarter financial report for FY 2021 Mayor Findley informed Council that this report would be moved to the next meeting since a key piece of revenue had not yet been received.

6. Consent Agenda

- 6.1. Check Detail for checks printed from November 4, 2021 through November 17, 2021.
- 6.2. Minutes from the Council Meeting of November 3, 2021

There was a motion from Councilperson Parette to approve, with a second from Mayor Pro Tem Vernon. Approval was unanimous.

7. New Business

- 7.1. Consider/Approve Resolution 2021-15 authorizing the City Secretary to issue a Request for Proposals for professional services related to the administration of American Rescue Plan Act Funds. City Secretary, Rachel Lewis, explained this was the first step to find a consultant to help administer the grant and to determine in what ways the City could use the funds. The grant will pay for a consultant. Councilperson Michalak made a motion to approve, and Councilperson Parette provided a second. The vote to approve was unanimous.
- 7.2. Consider/Approve a sanitary and sewer agreement with WCID 50 allowing easement rights for sanitary sewer lines along City property. Floodplain Administer, Bob Kosar, informed Council that

the current gravity sanitary sewer system which provides drainage from the southern area and the pumped force main from Taylorcrest connect at a manhole near the tennis courts, occasionally backing up the southern sanitary sewer system. New forced main drainage from Taylorcrest will flow directly to the plant rather than this manhole, but it requires a new easement at the front of the parking lot in front of the swimming pool through that parking lot area. Councilperson Parette asked Mr. Kosar if this was a good thing for the City and Mr. Kosar stated that it was. Mayor Pro Tem Vernon asked about the timeframe for the project and inquired if it would be completed before the swim season. Mayor Findley said he would follow-up with WCID 50 to determine that. Councilperson Michalak questioned the term "best efforts" on page 5 referring to returning the area to its original condition and Mayor Findley stated that he trusted it would be returned to its original state. Mayor Pro Tem Vernon made a motion to approve, and Councilperson Clark seconded. The motion passed unanimously.

- 7.3. Consider/Approve Ordinance 484 adopting Amendment No.1 to the Budget for the Fiscal Year 2021. Mayor Findley informed Council that this item would be moved to the next meeting once the final piece of revenue was received.
- 7.4. Consider quotes and approve a vendor to replenish the fall zone material at Witty Park and McNair Park. City Secretary Lewis provided proposals received by the Maintenance Director for the fall zone materials at both McNair and Witty Parks. Councilperson Parette stated he was concerned about whether the Parks Board had been informed and allowed to make a decision on the proposals, and if the amount and installation of these materials satisfied current code requirements. Ms. Lewis stated the Chairman of the Parks Board was informed and Maintenance had a vendor come out for a site visit and measure to determine the amount necessary to satisfy the current codes. Mayor Pro Tem Vernon made a motion to postpone until the proposals could be reviewed by the Parks Board with a second from Councilperson Clark. Approval was unanimous.
- 8. Move meeting into a Workshop Session to discuss the following: (no motions to be made during the workshop period) Mayor Findley moved the meeting into a Workshop Session at 7:44 PM.
 - 8.1. Discuss current code enforcement of businesses operating in residential zones. Council discussed that there are current businesses operating out of homes in the City. It was determined that the City Attorney would be contacted about what should go before the P&Z with respect to updating ordinances for at-home businesses.
 - 8.2. Discuss the amendment of current City facility use fees. Council reviewed the current facility use agreements. A resolution will be provided to Council proposing no non-refundable facility fees and increases to the rental fees for the Event Room, City Pool, and the City Pavilion.
- **9.** Adjourn Workshop Session and move meeting back into Regular Session Mayor Findley adjourned the Workshop Session and moved back into Regular Session at 8:32 PM
- 10. Future Agenda Item Requests

ScheduledResolution to appoint Reps for HGAC – Dec 1st

Review of City Contracts – Dec 1st

Unscheduled

Bids for concrete work Resolution to update facility fees

The Mayor asked for representatives for HGAC and Councilperson Michalak stated he would serve as the representative. Councilperson Parette stated he would serve as alternate. Councilperson Parette stated he planned to give a report on the status of the parks at the first meeting in January.

11. Adjournment There being no further business, Mayor Findley adjourned the meeting at 8:37 PM.

	ATTEST:	
		_
Shawn Findley Mayor	Rachel Lewis City Secretary	



November 8, 2021

Ms. Rachel Lewis City of El Lago 411 Tallowood Drive El Lago, Texas 77586

Re: Agreement with Harris County and the City of El Lago Dear Ms. Lewis The agreement to House, support, maintain, and confine prisoners in Harris County Jails, expires on December 31, 2021. If you will renew the contract under the same terms and conditions, with no increase in pricing, please advise the Purchasing Department in writing ASAP. You may respond by fax 713-755-6695 or by email to: Ebony.Breeding@pur.hctx.net. If you have any questions, please call me at (713) 274-4438. Sincerely, Ebony Breeding **Ebony Breeding** Buyer **ERB** City of El Lago, will renew the contract under the same terms and conditions with no increase in pricing for the term January 1, 2022 through December 31, 2022. Signature Date Printed Name

RESOLUTION 2021-16

A RESOLUTION FILLING TWO VACANCIES ON THE PARKS BOARD IN THE CITY OF EL LAGO, TEXAS.

- WHEREAS, Ordinance No. 257 of the City of El Lago, Texas, provides for the appointment by the Mayor of Parks Board members; and
- WHEREAS, Ordinance No. 257 also provides that such appointments shall be confirmed by resolution of the City Council; and
- WHEREAS, the Parks Board consists of seven members at no compensation; and
- WHEREAS, two vacancies currently exist on the Parks Board; and
- WHEREAS, the Mayor proposes the following appointments be confirmed for the remainder of the Mayor's term at no compensation:

Ryan Brooks Tia Brooks

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Lago, Texas that the above appointments are confirmed and are approved until the next Mayoral election in 2023.

PASSED AND APPROVED this 1st day of December, 2021.

	Shawn Findley, Mayor	
ATTEST:		

RESOLUTION 2021-17

A	RESOLUTION	DESIGNATING	THE	APPOINTMENT	OF	\mathbf{AN}	ALTERNATE
MI	EMBER TO THE	HOUSTON-GALY	VESTO	N AREA COUNCI	L FO	R TH	E YEAR 2022.

BE IT RESOLVED, by the Mayor and City Council of	f El Lago, Texas, that Jeff Michalak be,
and is hereby designated as its Representative to the	GENERAL ASSEMBLY of the
Houston-Galveston Area Council for the year 2022.	
FURTHER, that the Official Alternate authorized to se	rve as the voting representative should be
hereinabove named representative become ineligible	e, or should he/she resign, is Charles
Parette.	
PASSED AND ADOPTED this 1th day of December,	2021.
Sha ATTEST:	awn Findley, Mayor

Rachel Lewis, City Secretary