CITY OF EL LAGO

MINUTES OF THE MAY 6, 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
3. **Citizen Comments**
   The following submitted citizen comments were read by City Secretary, Rachel Lewis:

Jeff Tave of 302 Pine View Circle – "1) Has the City been provided an investigation report of the April 2020 dog shooting event in Taylorcrest by LPD? If no, when is it expected that the investigation will be concluded and a report made available to the City? Once the investigation has been concluded with a report published, will there be a City Council agenda item where the investigation report will be discussed and the report made available to the citizenry? 2) Tennis Courts – Last Thursday, Gov Greg Abbott's stay-at-home order expired which now allows outdoor sports to be played as long as it is limited to four participants. As such, why did the City not open the City's tennis Courts on Friday, May 1st? The El Lago Men's Tennis League uses the courts for their Tuesday night doubles session which complies with the Governor's orders. a) Since those who are enrolled in the monthly payment option for Fitness Center memberships are not being charged due to the COVID-19 shutdown (and it appears all Councilmembers are now receiving their monthly $50 City Council honorarium as cash instead of the waiving of fitness center fee for those that originally chose that option), will those people who paid for an annual tennis pass receive credit for the months the courts have been closed? If this has not been considered, please consider offering a credit toward next year's renewal so that all fee-paying users of the city's fitness facilities are treated fairly & consistently. 3) Check log – check # 11129 to Rocket AC for a fan motor ($500) – which city building was involved? (if 98 Lakeshore wasn't the system recently replaced last year). If 411 Tallowood, wasn't this system refurbished within the last couple years (2017)? Why isn't the itemized credit card receipt statement for item #11130 (Wells Fargo statement $2153.48) attached? – please include it to provide transparency to Council & citizenry."

Tiffany Bachner of 711 Crestwood Drive – " 1) We moved into our house which contained no carbon monoxide detector and all smoke detector were installed incorrectly. That is why I suggest the city take charge and require all houses that are being sold to be inspected by the city for basic safety measures. It would be a great income for the city and ensure safety of the new owners. 2) We just removed two load bearing walls. Our contractor follow city guidelines and obtained a permit. Due to COVID 19 the inspection consisted of sending photos. However no photos were required during the work process. We are fortunate enough to have a good contractor but other might not be so lucky. Therefore, I believe the city inspector should request more photos during the renovation process such as electrical work."

Sheila Brown of 1851 Raintree Circle – "Dear Mayor and City Council, how many temporary trailers will be visible to citizens with the Ed White Elementary School Renovations and for how long will we be looking at them? How big will the detention pond be and will it prevent flooding? I have not found out who witnessed the dog shoot incident

with Michael O'Brien on April 13 in Taylorcrest? If you or anyone knows details can you please contact me as my neighbors continue to ask me questions."

Mayor Skelton stated that he would not comment on the dog shooting incident as it is an ongoing investigation. He reported that the tennis courts were not reopened due to concerns with vandalism and staff not currently present on site. Mayor Pro Tem Vernon said that the intension is to suspend memberships until the facilities open and staff is looking at extending the other memberships that are not reoccurring during the following year. Mayor Skelton addressed the idea for city inspections for new homes stating that he liked the idea but would like more information before it is considered. Regarding the number of temporary buildings which will be located at Ed White Elementary during the construction project, the Mayor stated he is aware that there should only be one trailer visible, however this trailer will be present for several months. The check for $500 in question was for a repair to the older unit at the 98 Lakeshore location. He also stated that an itemized Wells Fargo statement would be available for review by the public.

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

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.

Councilperson Michalak made a motion to approve and there was a second by Councilperson Clark. The vote passed unanimously by a roll call vote.

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

5.1. SVFD Monthly activity report – Chief Andy Gutacker reported there were six calls in April. Three were medical calls, one was a downed cable line, and one was an unintentional call. The average response time was 3 minutes and 16 seconds. Chief Gutacker reported that the staff has plenty of PPE and they have responded to calls for COVID-19 patients. Lastly, he stated that the City Floodplain Administrator asked him to review plans for the Ed White Elementary renovation and he provided information as to his concerns regarding space on the property for fire trucks to respond as well as the need for greenspace to allow for a life flight helicopter.

5.2. City Secretary Rachel Lewis to report on the current reported expenses to the state and FEMA for COVID-19. City Secretary Lewis reported that 7 businesses have returned loss surveys totaling $102,600 in losses. Tom Merchant has contacted 12 businesses regarding the need to complete the business loss surveys. The total reported for City losses was $13,823 but did not yet include the money saved due to court cancellations and the payments not necessary for judges, bailiffs, and prosecutors.

6. Mayor's Report

6.1. Mayor Skelton to report on the state of the City. Mayor Skelton reported that Clear Creek ISD is working closely with the City's Floodplain Administrator to ensure that runoff is adequate for the renovation at Ed White Elementary. The City's Fire Marshall provided concerns that fire trucks would not be able to get around all sides of the building so they are looking to remedy this. The City is not yet ready to issue permits but should soon be ready to do so for the Ed White Elementary renovation project. The work is set to begin in about 3 weeks. The Mayor stated that plans are being developed to open City Hall, the gym, tennis courts, park restrooms, pool, and pavilion with some restrictions. This will be based upon the Governor's orders and phases. Mayor Pro Tem Vernon asked if a target date of June 1st could be considered to open the pool and Mayor Skelton stated that he would agree to this however these are dates could only be plans at this time. He further stated that openings will also be based upon the comfort levels of the City staff regarding these plans. Mayor Skelton reported that he has been in weekly contact with County Judge Hidalgo and 300 masks were provided by the County to El Lago for use by the staff.

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 project located at Huntercrest and Crestwood is ongoing, however she received the quote for the repair and is waiting for a response from WCID 50 as to the amount they will pay.

7.2. Councilperson Findley report

7.2.1. El Lago Dorados Swim Schedule and plans for the upcoming season. Councilperson Findley stated that the Clear Creek Swim League is trying to determine the readiness for each team to participate this season. He stated that the Dorados need information about when the City pool will be available. Mayor Pro Tem Vernon stated that the City is seeking lifeguards and they will need to be trained. City Secretary Lewis stated that there will be

restrictions on the occupancy allowed in the pool so that must also be determined. Once allowed to open the pool, the occupancy can only be at 25% until further notice.

7.2.2. *Update on Ed White Elementary remodel regarding the Floodplain Administrator review.* Councilperson Findley reported that the plans are moving along well. All plans are in process and CCISD is cooperating with changes that are required.

7.2.3. *Hazardous Waste Day for the City.* Due to COVID-19, communications have stopped regarding plans however it is inexpensive and possible, so he will continue to move forward to set a Hazardous Waste Day in 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.* Mayor Pro Tem Vernon contacted METRO about the advantage to signing the agreement since there are currently 5 years remaining on the current agreement. She stated she did not hear back from the METRO attorney. She recommended that nothing be done on this agreement. Mayor Pro Tem Vernon made a motion to postpone indefinitely and a second was provided by Councilperson Michalak. The vote by roll call was unanimous to postpone.

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.* Mayor Pro Tem Vernon went over the proposed agreement. It included that both a Camp Director and Assistant Director must be older than 21 years of age. Leaders must accompany all groups and 10% of the net profit from the camp will go to the City. All City facilities must be left as they were found. She recommended that Mr. Hoffman be contacted to discuss the possibility of 5% of gross profit be agreed upon rather than 10% of the net profit since this is an easier way to figure costs. She stated that this isn't to increase the amount to the City but rather an easier way to account for the income. Mayor Pro Tem Vernon made a motion to approve the agreement with the exception of striking the reference to Exhibit B in item 2 and submitting the agreement to the City Attorney for review before presenting it to Mr. Hoffman. A second was provided by Councilperson Kuehnel. Mayor Pro Tem Vernon amended the motion to include that compensation be agreed upon by Chris Hoffman. Councilperson Clark seconded. The vote was unanimous to approve the amended motion by roll call. Mayor Skelton called for a vote on the original motion. The vote passed unanimously by roll call.

9. New Business

9.1. *Consider/Approve the 2nd quarter financial report for the City for FY2020.* Mayor Pro Tem Vernon went over the 2nd quarter financial report. The overall average was at 77% for incomes and 48% for expenses. There was no opposition to not voting to approve since this was an informational item for Council and no approval was necessary.

9.2. *Consider/Approve Ordinance 469 renewing the Mayor's local disaster declaration dated May 4, 2020, for a period of seven additional days.* Mayor Pro Tem Vernon made a motion to approve and there was a second by Councilperson Clark. The motion passed unanimously by roll call.

10. Future Agenda Items

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

11. Adjournment – There being no further business the Mayor adjourned the meeting at 8:41 P.M.

ATTEST:

John Skelton
Mayor

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 ...**	**05/01/2020**	**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)
Liabilit...	**11135**	**05/05/2020**	**Texas Mun...**	**23401oz- May 2020**	**10102 · General...**	
				A. DeLeon Insurance Em...	70200 · Employe...	(108.38)
				B. Klingle Insurance Em...	70200 · Employe...	(550.82)
				D. Means Insurance Em...	70200 · Employe...	(550.82)
				L. Brummerhop Insuranc...	70200 · Employe...	550.82
				Renewal Credit	70200 · Employe...	141.10
				Alex De Leon Vision (em...	25500 · Med. & ...	(37.50)
TOTAL						(555.60)
Bill P...	**11136**	**05/06/2020**	**Petty Cash**	**Dog Food and Court Po...**	**10102 · General...**	
Bill	2020...	04/30/2020		Dog Food	73500 · Animal ...	(25.99)
				Postage for Court	74001 · Court Fo...	(55.00)
TOTAL						(80.99)

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		

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
1ST QUARTER FINANCIAL REPORT

	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%

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
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%

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
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%

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
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)						-		