



CITY OF EL LAGO

MINUTES OF THE SEPTEMBER 2, 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 7:03 PM.

2. **Declaration of a Quorum**

Present: Mayor John Skelton
Councilperson Shawn Findley
Councilperson Jeff Michalak
Councilperson Kris Kuehnel
Absent: Councilperson Darin Clark
Mayor Pro Tem Ann Vernon

3. **Citizen Comments**

Tiffany Wallace of 711 Crestwood Dr. – “First, I would like to thank the council members for their strong efforts to find a solution on our city budget. It was great to hear our council members be this passionate about issues and some really trying to represent the interest of their constituents. Secondly, could the council explain resolution No. 2020-08 in more detail regarding the authorizing of a marketing agreement with a utility service partner. If this resolution passes, will this mean no other company can provide this service to El Lago residents? Will other companies be able to promote / solicitate their service plans such as CenterPoint; and will residents be educated that this partner does not hold exclusive rights and they have the option to shop around? If the city discloses Property owner data to the company, will the city allow citizen to black-out their data to not be shared??Third, if the new proposed police budget passes, would this mean we have some extra money? If so, will the city hire a bookkeeper for next year or consider keeping recycling curb side pick up? Last, it was concerning to hear El Lago Mayor Skelton say and I quote from last meeting August 19, 2020 : “I will say this on that citizens can request what they want but it is up to this council to decide what we actually do. I would strongly encourage this council to make sure you look at the bigger picture and not listen to one or two citizens.” (Minute 1:01:24-1:01:47) During council meeting August 5th, 2020, 8 citizens stated they would like to keep recycling curb side pick-up. I can ensure the Mayor even more citizens would like to keep this service, but do not feel their voices will be heard if a citizen comment will be submitted. In the past, the council has failed to answer the majority of citizen comments which is why citizens have been discouraged to even bother. Thus, why waste time at council meetings if they are one: not addressed or two: won't be taken into consideration as stated by the mayor at the last council meeting?”

Janice Makinen of 1730 Fair Oaks – “During the last city council meeting, an option for recycling drop-off was discussed as a replacement for curbside recycling. The corresponding costs for the dumpsters and their weekly pick up was discussed. However - the costs that may be incurred for pick up of increased volume of trash upon cancellation of curbside recycling was not explored. I am interested in learning how the cost for trash service will be impacted by cancelling the curbside recycling service currently offered by AmeriWaste. Thank you.”

Jeff Tave of 302 Pine View Circle – “1) A repeat request that the Check Log include the Wells Fargo Credit Card itemization of charges as has been done in previous administrations. This allows citizens and Councilmembers full insight into city expenditures and how tax dollars are being spent. The balance paid in this month's log is over \$3,000. Please allow full transparency of city expenditures. 2) Regarding the Mayor's comment to City Council regarding citizens input on recycling, it has not been the "1 or 2 citizens" as he has claimed, but approximately 10 citizens who submitted comments to be read at the August 5th and 19th meetings. They have gone on record publicly supporting the curbside recycling program and this does not count the numerous comments in support made on various social media platforms. No one has gone on record to city council against the program and its cost. Mayor and Council should remember they were elected to represent the citizens, not ignore them. While the tax rate brings in the same amount of tax dollars as last year, citizens CAN consider the proposed 2021 budget and tax rate as an effective INCREASE since they are receiving less services for their tax dollars. 3) Regarding today's agenda item #8.1, the National League of Cities Marketing Agreement, Council should note City Obligations stated in the Marketing Agreements with respect to property owner data (paragraph B). I do not think the City should be providing property

owner data to a marketing company. In effect, this allows the marketing company to spam property owners. This sets a poor precedent of effectively selling personal property owner data to a third party without permission of the property owner. This is an invasion of privacy. I do not want my personal property data provided to any non-governmental third party without my explicit permission and I would expect other property owners to feel the same way. Please do not allow personal property owner data to be used for commercial purposes.”

Mayor Skelton responded saying services were not being cut from the budget for any other reason than to have a balanced budget next year. He said he stood by his earlier statements that Council members should represent the whole of their constituency but did not mean that comments from the citizens should be ignored. City Secretary Lewis will contact AmeriWaste to discuss with them the costs should curbside recycling be removed. He stated that the accounting software does not provide an itemized check detail regarding the city credit card, however if the Council wants to include itemized statements in the agenda packets then they will be included. The public may submit a request to the City Secretary to review the statements at any time. He stated that Resolution 2020-08 would be discussed later in the meeting.

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

- 4.1. *Check Detail for checks printed from August 20, 2020 through September 2, 2020.*
- 4.2. *Minutes from the Council Meeting of August 19, 2020.*

Councilperson Michalak made a motion to approve and Councilperson Findley provided a second. The vote was unanimous to approve by a roll call vote.

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

- 5.1. *SVFD monthly activity report (Chief Andy Gutacker)* Chief Gutacker reported there were 5 calls during the month of August. One was a cancelled call, 2 were medical, 1 was an elevator entrapment, and 1 was an unauthorized burning. Average response time was 4 minutes and 17 seconds. Mayor Skelton asked about a gas line issue at Ed White Elementary the day before. Chief Gutacker stated that a gas line was damaged and he doesn't yet have the data to show whether the gas line was properly marked. Mayor Skelton asked if the Emergency Management Coordinator could be contacted in the future regarding calls like this and Chief Gutacker stated he can have this added to procedure for the future.
- 5.2. *City Secretary Rachel Lewis to report on the current expenses and losses for COVID-19.* City Secretary Lewis reported that total City losses to date due to COVID-19 was \$37,462. This total reflects expenses of \$10,163.36 and losses of \$27,298. She is working with the Emergency Management Coordinator to complete funding requests through CARES funding to recoup the expenses but the losses will not be covered unless federal funding becomes allowable for losses to municipal governments.

6. Council Member's Reports

- 6.1. *Councilperson Michalak to report on a recommended public awareness committee regarding adherence to the City leash laws.* Councilperson Michalak reported that he is organizing a committee to create an education campaign about the City's leash laws to residents of the City. He stated this campaign would include social media, robocalls, emails, and material outlining tips, risks, and the importance of registering pets with the City. He stated he will meet soon with the committee to begin this process and he plans to give a report at every Council meeting about the current status of this campaign.

7. Old Business

- 7.1. *Consider/Approve the FY 2021 budget for the Lakeview Police Department* Councilperson Kuehnel questioned the amount approved by Council at the last meeting stating that Taylor Lake Village had to match the amount that the El Lago City Council approved which amounted to a \$40,000 total reduction to the Lakeview Police budget. Councilperson Michalak made a motion to approve. Councilperson Kuehnel made a motion to postpone until the full impact of the reduction of the budget can be known. Motion died for lack of a second. Councilperson Findley seconded the original motion to approve. Councilperson Michalak and Findley voted "Aye" and Councilperson Kuehnel voted "Nay." The motion to approve passed by a roll call vote.

8. New Business

- 8.1. *Consider/ Approve Resolution 2020-08 authorizing the City to enter into an agreement with the National League of Cities to advertise to the City's residents of warranty plans for repairs of external water lines, external sewer lines, and in home plumbing on residential property.* Dan Dansby with the National League of Cities Service Line Program presented information about the Home Serve program. There is no cost to the City to participate in the program. The program is voluntary to the residents and the City does not have to provide owner information for their marketing. He stated that residents would receive mailers using addresses provided via public record. The city must agree to a partnership in order for this

program to be offered at the reduced cost and increased coverage amounts provided. (Presentation is attached.) Councilperson Michalak made a motion to postpone to give more time to research and for the City Attorney to review. A second was provided by Councilperson Findley. The vote to postpone was unanimous by roll call.

9. Future Agenda Items

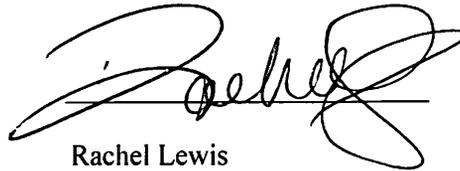
Mayor Skelton stated that the National League of Cities program resolution will be on the agenda for September 16, 2020. He also stated that the FY2021 budget will be on the September 16, 2020 agenda.

10. Adjournment – There being no further business the Mayor adjourned the meeting at 8:19 PM.

ATTEST:



John Skelton
Mayor



Rachel Lewis
City Secretary

SEABROOK

City of El Lago Monthly Statistics

Alarm Date Between {08/01/2020} And {08/31/2020}
and District = "2 "

2 El Lago

Incident	Alarm Date & Time	Arrival Date & Time	Stn	Shift	Response Time
311 Medical assist, assist EMS crew					
20-0200447	08/06/2020 16:43:05	08/06/2020 16:47:02	1	2	00:03:57
20-0200500	08/21/2020 21:32:02	08/21/2020 21:35:40	1	2	00:03:38
Average Response Time for District/Incident Type					00:03:48
555 Defective elevator, no occupants					
20-0200489	08/18/2020 22:24:01	08/18/2020 22:29:15	1	2	00:05:14
Average Response Time for District/Incident Type					00:05:14
561 Unauthorized burning					
20-0200463	08/09/2020 13:57:24	08/09/2020 14:01:44	1	1	00:04:20
Average Response Time for District/Incident Type					00:04:20
Overall Average Response Time for District 00:04:17					

Total Incident Count: 4

Overall Average Response Time: 00:04:17

SEABROOK

City of El Lago Monthly Statistics

Alarm Date Between {08/01/2020} And {08/31/2020}
and District = "2 "

Total Number of Incidents	5	Total Number of Responding Personnel	21
Average Turnout per Incident	5		

City of El Lago
Check Detail
 August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/20/2020	Baillie, Dea...		10102 · General...	
					70100 · Administ...	(720.00)
					25200 · FWT pa...	20.00
					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						(644.92)
Paych...	ACH...	08/20/2020	De Leon, A...		10102 · General...	
					70120 · Mainten...	(1,219.54)
					70120 · Mainten...	(304.88)
					25500 · Med. & ...	17.31
					71300 · Telephone	(20.00)
					25200 · FWT pa...	138.00
					70220 · Social S...	(94.52)
					25300 · FICA Pa...	94.52
					25300 · FICA Pa...	94.52
					70220 · Social S...	(22.10)
					25300 · FICA Pa...	22.10
					25300 · FICA Pa...	22.10
TOTAL						(1,272.49)
Paych...	ACH...	08/20/2020	Dempsey, ...		10102 · General...	
					77125 · Commu...	(198.45)
					70220 · Social S...	(12.30)
					25300 · FICA Pa...	12.30
					25300 · FICA Pa...	12.30
					70220 · Social S...	(2.87)
					25300 · FICA Pa...	2.87
					25300 · FICA Pa...	2.87
TOTAL						(183.28)
Paych...	ACH...	08/20/2020	Dimel, Callie		10102 · General...	
					77125 · Commu...	(525.05)
					25200 · FWT pa...	5.00
					70220 · Social S...	(32.55)
					25300 · FICA Pa...	32.55
					25300 · FICA Pa...	32.55
					70220 · Social S...	(7.61)
					25300 · FICA Pa...	7.61
					25300 · FICA Pa...	7.61
TOTAL						(479.89)

City of El Lago Check Detail August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/20/2020	Goldston, ...		10102 · General...	
					77125 · Commu...	(418.37)
					70220 · Social S...	(25.94)
					25300 · FICA Pa...	25.94
					25300 · FICA Pa...	25.94
					70220 · Social S...	(6.07)
					25300 · FICA Pa...	6.07
					25300 · FICA Pa...	6.07
TOTAL						(386.36)
Paych...	ACH...	08/20/2020	Gulledge, ...		10102 · General...	
					77125 · Commu...	(453.99)
					70220 · Social S...	(28.15)
					25300 · FICA Pa...	28.15
					25300 · FICA Pa...	28.15
					70220 · Social S...	(6.58)
					25300 · FICA Pa...	6.58
					25300 · FICA Pa...	6.58
TOTAL						(419.26)
Paych...	ACH...	08/20/2020	Horton, Wa...		10102 · General...	
					75310 · Fire Mar...	(140.00)
					70220 · Social S...	(8.68)
					25300 · FICA Pa...	8.68
					25300 · FICA Pa...	8.68
					70220 · Social S...	(2.03)
					25300 · FICA Pa...	2.03
					25300 · FICA Pa...	2.03
TOTAL						(129.29)
Paych...	ACH...	08/20/2020	Hunter, Ch...		10102 · General...	
					70100 · Administr...	(478.75)
					70220 · Social S...	(29.68)
					25300 · FICA Pa...	29.68
					25300 · FICA Pa...	29.68
					70220 · Social S...	(6.94)
					25300 · FICA Pa...	6.94
					25300 · FICA Pa...	6.94
TOTAL						(442.13)
Paych...	ACH...	08/20/2020	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...	(116.38)
					25300 · FICA Pa...	116.38
					25300 · FICA Pa...	116.38
					70220 · Social S...	(27.22)
					25300 · FICA Pa...	27.22
					25300 · FICA Pa...	27.22
TOTAL						(1,453.74)

City of El Lago
Check Detail
 August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/20/2020	Kumar-Mis...		10102 · General...	
					77125 · Commu...	(387.79)
					70220 · Social S...	(24.05)
					25300 · FICA Pa...	24.05
					25300 · FICA Pa...	24.05
					70220 · Social S...	(5.62)
					25300 · FICA Pa...	5.62
					25300 · FICA Pa...	5.62
TOTAL						(358.12)
Paych...	ACH...	08/20/2020	Kumar-Mis...		10102 · General...	
					77125 · Commu...	(173.57)
					70220 · Social S...	(10.76)
					25300 · FICA Pa...	10.76
					25300 · FICA Pa...	10.76
					70220 · Social S...	(2.52)
					25300 · FICA Pa...	2.52
					25300 · FICA Pa...	2.52
TOTAL						(160.29)
Paych...	ACH...	08/20/2020	Lewis, Rac...		10102 · General...	
					70100 · Administ...	(1,807.69)
					25400 · Pension ...	126.54
					71300 · Telephone	(20.00)
					25200 · FWT pa...	202.00
					70220 · Social S...	(112.08)
					25300 · FICA Pa...	112.08
					25300 · FICA Pa...	112.08
					70220 · Social S...	(26.22)
					25300 · FICA Pa...	26.22
					25300 · FICA Pa...	26.22
TOTAL						(1,360.85)
Paych...	ACH...	08/20/2020	Means, Der...		10102 · General...	
					70120 · Mainten...	(1,533.11)
					70120 · Mainten...	(170.35)
					71300 · Telephone	(20.00)
					25200 · FWT pa...	159.00
					70220 · Social S...	(105.61)
					25300 · FICA Pa...	105.61
					25300 · FICA Pa...	105.61
					70220 · Social S...	(24.70)
					25300 · FICA Pa...	24.70
					25300 · FICA Pa...	24.70
TOTAL						(1,434.15)

City of El Lago
Check Detail
 August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/20/2020	Michalak, ...		10102 · General...	
					77125 · Commu...	(528.53)
					25200 · FWT pa...	5.00
					70220 · Social S...	(32.76)
					25300 · FICA Pa...	32.76
					25300 · FICA Pa...	32.76
					70220 · Social S...	(7.67)
					25300 · FICA Pa...	7.67
					25300 · FICA Pa...	7.67
TOTAL						(483.10)
Paych...	ACH...	08/20/2020	Skelton, Et...		10102 · General...	
					77125 · Commu...	(382.50)
					70220 · Social S...	(23.72)
					25300 · FICA Pa...	23.72
					25300 · FICA Pa...	23.72
					70220 · Social S...	(5.54)
					25300 · FICA Pa...	5.54
					25300 · FICA Pa...	5.54
TOTAL						(353.24)
Paych...	ACH...	08/20/2020	Stokes, Dia...		10102 · General...	
					70100 · Administr...	(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...	08/20/2020	Verbeke, N...		10102 · General...	
					77125 · Commu...	(528.39)
					25200 · FWT pa...	5.00
					70220 · Social S...	(32.77)
					25300 · FICA Pa...	32.77
					25300 · FICA Pa...	32.77
					70220 · Social S...	(7.66)
					25300 · FICA Pa...	7.66
					25300 · FICA Pa...	7.66
TOTAL						(482.96)
Paych...	ACH...	08/20/2020	Wagner, M...		10102 · General...	
					77125 · Commu...	(434.53)
					70220 · Social S...	(26.94)
					25300 · FICA Pa...	26.94
					25300 · FICA Pa...	26.94
					70220 · Social S...	(6.30)
					25300 · FICA Pa...	6.30
					25300 · FICA Pa...	6.30
TOTAL						(401.29)

City of El Lago Check Detail August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Psych...	ACH...	08/20/2020	Wagner, N...		10102 · General...	
					77125 · Commu...	(393.81)
					70220 · Social S...	(24.42)
					25300 · FICA Pa...	24.42
					25300 · FICA Pa...	24.42
					70220 · Social S...	(5.71)
					25300 · FICA Pa...	5.71
					25300 · FICA Pa...	5.71
TOTAL						(363.68)
Liabilit...	ACH...	08/20/2020	ICMA Retir...	2020-08-20 Payroll	10102 · General...	
				B Klingle	25400 · Pension ...	(112.62)
				B Klingle	25400 · Pension ...	(112.62)
				R. Lewis	25400 · Pension ...	(126.54)
TOTAL						(351.78)
Liabilit...	ACH...	08/20/2020	EFTPS	74-1612666 Payroll 202...	10102 · General...	
				74-1612666 Payroll 2020...	25200 · FWT pa...	(725.00)
				74-1612666 Payroll 2020...	25300 · FICA Pa...	(194.24)
				74-1612666 Payroll 2020...	25300 · FICA Pa...	(194.24)
				74-1612666 Payroll 2020...	25300 · FICA Pa...	(830.59)
				74-1612666 Payroll 2020...	25300 · FICA Pa...	(830.59)
TOTAL						(2,774.66)
Bill P...	ACH...	08/24/2020	Verizon	Jul 20-Aug 21 City Cell ...	10102 · General...	
Bill	2020...	08/24/2020		June 21-Jul 20 City Cell ...	71300 · Telephone	(59.16)
TOTAL						(59.16)
Bill P...	ACH...	08/24/2020	Comcast	8777-70-112-0104051-9...	10102 · General...	
Bill	2020...	08/24/2020		computer @ 98 Lakesho...	71903 · Comput...	(89.04)
				telephone @ 98 Lakesho...	71300 · Telephone	(89.04)
TOTAL						(178.08)
Bill P...	ACH...	08/31/2020	Corbin, Jef...	LPD Commissioners H...	10102 · General...	
Bill	2020...	08/31/2020		LPD Commissioners Ho...	70600 · Honoraria	(25.00)
TOTAL						(25.00)
Bill P...	ACH...	08/31/2020	Findley, Sh...	Council Position 1 Hon...	10102 · General...	
Bill	2020...	08/31/2020		Council Position 1 Honor...	70600 · Honoraria	(50.00)
TOTAL						(50.00)
Bill P...	ACH...	08/31/2020	O'Brien, Mi...	LPD Commissioners H...	10102 · General...	
Bill	2020...	08/31/2020		LPD Commissioners Ho...	70600 · Honoraria	(25.00)
TOTAL						(25.00)

City of El Lago
Check Detail
August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill P...	ACH...	08/31/2020	O'Donel, R...	LPD Commissioners H...	10102 · General...	
Bill	2020...	08/31/2020		LPD Commissioners Ho...	70600 · Honoraria	(25.00)
TOTAL						(25.00)
Bill P...	ACH...	08/31/2020	Skelton, Jo...	Mayor Honoraria for 20...	10102 · General...	
Bill	2020...	08/31/2020		Mayor Honoraria for 202...	70600 · Honoraria	(150.00)
TOTAL						(150.00)
Bill P...	ACH...	08/31/2020	Vernon, Ann	Honoraria - Council Po...	10102 · General...	
Bill	2020...	08/31/2020		Honoraria - Council Posit...	70600 · Honoraria	(50.00)
TOTAL						(50.00)
Bill P...	11278	09/01/2020	Nassau Ba...	2020-09	10102 · General...	
Bill	2020...	09/01/2020		2020-09	73300 · Emerge...	(2,500.00)
TOTAL						(2,500.00)
Bill P...	11279	09/01/2020	Seabrook ...	2020-09	10102 · General...	
Bill	2020...	09/01/2020		2020-09	75300 · Fire Dep...	(13,052.07)
TOTAL						(13,052.07)
Bill P...	11280	08/31/2020	Cooper, De...	Fitness Class Instructo...	10102 · General...	
Bill	2020...	08/31/2020		Fitness Class Instructor ...	77600 · Fitness ...	(150.00)
TOTAL						(150.00)
Bill P...	11281	08/31/2020	J Fryday C...	Monthly building inpect...	10102 · General...	
Bill	2020...	08/31/2020		Monthly building inpectio...	72000 · Building ...	(1,200.00)
TOTAL						(1,200.00)
Check	11287	08/24/2020	Mizell, Allen	Refund for Pool Rental ...	10102 · General...	
Credit ...	2020...	08/24/2020		Security Deposit for Pool...	27000 · Security ...	(100.00)
TOTAL						(100.00)
Bill P...	11288	08/24/2020	Higgins, D...	Reimbursement for sid...	10102 · General...	
Bill	2020...	08/24/2020		Reimbursement for side...	78110 · Streets ...	(750.00)
TOTAL						(750.00)
Check	11289	08/25/2020	Schoene, L...	Refund for Event Room...	10102 · General...	
Credit ...	2020...	08/25/2020		Event Room Income & R...	42530 · Event R...	(80.00)
				Security Deposit for Eve...	27000 · Security ...	(250.00)
TOTAL						(330.00)

City of El Lago
Check Detail
August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill P...	11290	09/02/2020	Accu-Tech ...	Monthly Min. Color Ma...	10102 · General...	
Bill	27057	08/24/2020		Monthly Minimum on Col...	71600 · Office S...	(50.00)
TOTAL						(50.00)
Bill P...	11291	09/02/2020	Enviro-Pes...	Quarterly pest control s...	10102 · General...	
Bill	35945	08/19/2020		Quarterly pest control ser...	70300 · Building ...	(215.00)
TOTAL						(215.00)
Bill P...	11292	09/02/2020	Hendricks, ...	Bailiff service on 08/18/...	10102 · General...	
Bill	2020...	08/21/2020		Bailiff service on 08/18/20	74410 · Bailiff S...	(75.00)
TOTAL						(75.00)
Bill P...	11293	09/02/2020	Leslie's Po...	chemicals for swimmin...	10102 · General...	
Bill	0043...	08/20/2020		50lb power powder granu... soda ash 50# bag	77201 · Pool Ch... 77201 · Pool Ch...	(178.19) (41.57)
TOTAL						(219.76)
Check	11294	08/31/2020	Johnson, ...	Family of 4 Membershi...	10102 · General...	
Credit ...	2020...	08/31/2020		Family of 4 Membership-...	42516 · Pool Me...	(70.00)
TOTAL						(70.00)
Bill P...	11295	08/31/2020	Barfield, R...	08/18/2020 Court Appea...	10102 · General...	
Bill	Augu...	08/31/2020		08/18/2020 Court Appear...	74200 · Municip...	(150.00)
TOTAL						(150.00)
Bill P...	11296	08/31/2020	Blacksmith...	Warrants 2020-08	10102 · General...	
Bill	2020...	08/31/2020		Warrants 2020-08	74600 · Warrant ...	(830.00)
TOTAL						(830.00)
Bill P...	11297	08/31/2020	Clark, Diane	08/11 & 08/31/2020	10102 · General...	
Bill	Augu...	08/31/2020		08/11 & 08/31/2020	74200 · Municip...	(300.00)
TOTAL						(300.00)
Bill P...	11298	08/31/2020	Harris Cou...	4th Quarter Property As...	10102 · General...	
Bill	PSI2...	08/28/2020		4th Quarter Property Ass...	70800 · Appraisal	(2,627.00)
TOTAL						(2,627.00)
Bill P...	11299	08/31/2020	Hendricks, ...	Bailiff service on 08/25/...	10102 · General...	
Bill	2020...	08/31/2020		Bailiff service on 08/25/2...	74410 · Bailiff S...	(75.00)
TOTAL						(75.00)

City of El Lago
Check Detail
August 20 through September 2, 2020

Type	Num	Date	Name	Memo	Account	Paid Amount
Bill P...	11300	09/01/2020	Harris Cou...	Water/Serwer service	10102 · General...	
Bill	2020...	08/31/2020		1-01-12690-00 411 Tall...	72100 · Utilities	(242.56)
				1-01-09940-00 Mc Nair ...	72100 · Utilities	(10.15)
				1-01-04110-00 443 Hic...	72100 · Utilities	(10.15)
				1-01-04210-01 419 Tall...	77210 · Utilities-...	(55.88)
				1-01-06031-00 732 Bay...	72100 · Utilities	(10.15)
				1-01-07140-00 Bayou V...	72100 · Utilities	(10.15)
				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						(394.62)
Bill P...	11301	09/01/2020	Home Depot	General Maint. Supplies	10102 · General...	
Bill	2020...	08/31/2020		Gorilla Tape & Scotchblue	70300 · Building ...	(30.12)
TOTAL						(30.12)
Bill P...	11302	09/01/2020	Sam's Club	POM Tissue / Deep Wo...	10102 · General...	
Bill	2020...	08/31/2020		POM Tissue & Deep Wo...	70300 · Building ...	(35.96)
				Deep Woods	77203 · General ...	(14.98)
TOTAL						(50.94)
Bill P...	11303	09/01/2020	Texas Dep...	Mosquito Spray Licens...	10102 · General...	
Bill	0178...	08/31/2020		Mosquito Spray License ...	73100 · Mosquit...	(75.00)
TOTAL						(75.00)
Bill P...	11304	09/01/2020	Wells Farg...	2020-07 statement	10102 · General...	
Bill		09/01/2020		2020-07 statement	24507 · Wells F...	(3,013.74)
TOTAL						(3,013.74)
Bill P...	11305	09/01/2020	GreatAmeri...	Copy machine monthly ...	10102 · General...	
Bill	2772...	09/01/2020		Copy machine monthly d...	71903 · Comput...	(150.39)
TOTAL						(150.39)
Bill P...	11306	09/01/2020	Petty Cash	Lifeguard gift cards an...	10102 · General...	
Bill	2020...	08/31/2020		Gift Cards for Lifeguards ...	77203 · General ...	(25.00)
				Tip for Pizza Delivery for ...	77203 · General ...	(10.00)
				Replace Door Decals on ...	70310 · Vehicle ...	(50.00)
				Office Depot - Adapter, D...	74001 · Court Fo...	(47.98)
				1 Roll of Postage Stamps	71600 · Office S...	(55.00)
TOTAL						(187.98)

City of El Lago
Check Detail
 August 20 through September 2, 2020

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
Liabilit...	11307	09/01/2020	Texas Mun...	23401oz 2020-09-01	10102 · General...	
				B Klingle	70200 · Employe...	(550.82)
				D. Means	70200 · Employe...	(550.82)
				A. Deleon	70200 · Employe...	(108.38)
				Renewal Credit	70200 · Employe...	141.10
				A. Deleon	25500 · Med. & ...	(37.50)
TOTAL						(1,106.42)

MEMORANDUM

TO: Rachel Lewis and Stacey Fields
FROM: Tom Savage
DATE: August 21, 2020
SUBJECT: Police Budget for FY 20-21
NUMBER: 20-0821-01

The addition of an extra officer for now has been postponed until conditions change. If approved in its current form, the following will be each city's portion for the year:

City of Taylor Lake Village: \$787,309/11 = \$71,573.55/month

City of El Lago \$787,309/11 = \$71,573.55/month

**LAKEVIEW POLICE DEPARTMENT
BUDGET NARRATIVE
FY 20-21 OPTION #2**

Salaries and Staffing Levels

At the present time, the Lakeview Police Department is full staff. This was not realized until recently. Before that we were several officers short and consequently, we will end this fiscal year with a surplus again. We have an extra officer that was approved by the mayors of each city that is waiting for completion of a business venture before she takes a full-time position at the Lakeview Police Department. This will give us an extra officer for special assignments (traffic enforcement), relief for vacations/training requirements. Unfortunately, Officer Sullivan has turned in his resignation to be effective in October which will leave us at our normal staffing level again. We will attempt to hire another individual to give us an additional officer should another vacancy occur.

This year like all the others we conducted an extensive salary survey which has been attached for everyone to review. It is understood that we cannot compete with the larger agencies but our main competitors, Nassau Bay and Kemah who are very similar to this department, have widened the gap of their base pay when compared to our department. The Commission formed a budget committee to examine different strategies on how this department could possibly close the gap and yet be sensitive to the financial climate of each city. The results of this committee were to prepare two different options for the cities to examine and then make a choice as to which one would fit them better. The first option proposed was to leave the pay grid as is and not make any adjustments. It also would defer 5K from the Chief's salary to distribute it among the Sergeants. The second option was to take the grid and increase the starting salary of each position by 1%, excluding the position of Chief. It was the opinion of the committee that something needed to be done to avoid a very large increase in the future to remain competitive.

Fringe Benefits

There was a very slight increase in the employee cost of medical coverage. The dynamics of the department have changed where some employees are being covered by other insurance companies from their former employer and some individuals have had their dependents age out of coverage. This has resulted in a reduction of a little over 4%.

Pension Contributions

The Lakeview Police Department currently utilizes the International City Management Association to manage their 457 Plan which is a payroll deferment program similar in nature to a 401K. Employees are allowed to defer their pay into this plan within the limits imposed by the Internal Revenue Service. At the employee's fifth year anniversary, the Lakeview Police Department doubles the employee contribution up to 7% (7%-14% plan). An increase of 17.1% was realized in this category due to another officer finally taking advantage of this retirement provided by the department.

FICA

There is a 2.5% increase in this line item due to the increase in salaries.

Audit

This year there will be a 6% increase in this line item due to the agreement reached several years ago on the progression of costs.

Jail

Although we saw a reduction in this line item this year, the courts will have a warrant officer to attempt to clear out the backlog of warrants that exist.

Outside Services

Although doing our payroll in-house has reduced expenses in this line item, there were other items that consumed most of our savings. There is a 50% increase in this line item due to the fact that we were overly optimistic. Instead, we exceeded our projections by nearly \$4,000. Approximately \$1,000 was due to medical and psychological examinations on the new employees that were hired this year. We are going to replace our existing website with a more functional website to make it easier for citizens to request service and easier for the department to change information. We have several quotes around 2K.

Dispatching

The City of Webster bills us based on the activity per month. This includes both calls for service and traffic stops. Also, per contract, the cost for the City of Webster to continue dispatching for the department is an increase of 2.5% each year. The activity level this year has dropped off but we anticipate it will go up again once this COVID situation clears up. For several months, the enforcement of expired registration has been placed on hold by the State but we expect to be able to write these citations in the near future which will increase the activity level.

OSSI Maintenance

The League City Consortium has delayed passing through the expense of the additional IT individual to assist with the activity level required to run the Consortium. It is unknown as to when they may ask for our share of the expense. We have been informed that the records management system used by the Consortium will be replaced by another system in the near future because the current package was purchased by another software company that possesses four additional varieties. The Consortium will decide which records management system is the best fit or will have the new owners create a version that contains the best components of all the different programs.

Aircards

Aircards are utilized by the department to connect the in-unit laptops to the server to communicate with dispatch, the Consortium and the other governmental data bases. This will be increased by 16% due to price increase for the service. The department has experienced exceptional quality with this vendor and they automatically upgrade the equipment each year. Other departments utilizing other services are experiencing more problems with their connectivity.

Vehicle Fuel

The department continues to use around 1,000 gallons of fuel each month. Gas prices have trended down and the department has been able to greatly reduce the line item. Not wanting to end up short in this line item, we have anticipated an increase from this incredibly low price point.

Vehicle Maintenance

We will still have one Dodge Charger in the fleet which have not held up well to the rigors of police work. We are keeping the line item at 20K even though this year we will finish slightly above 20K.

Equipment Maintenance

The department had good experience with existing equipment not breaking down so we are going to hold this line item at its current level.

Property/Liability Insurance

The rates are based on our experience factor and the general costs awarded in the industry.

Capital Expense – Equipment

The Lakeview Police Department will replace the first generation digital in-car video recorder system in P916. A new digital in-car video recorder for \$6,100.00 will be placed in the new patrol vehicle. The Flashback 3 System from L-3 is high definition with a smaller lapel microphone.

The department will purchase dual antenna moving radar for the new vehicle for approximately \$2,500.

The balance of this line item will be utilized to replace equipment that ceases to work properly and the additional equipment needed to outfit the new patrol car.

Capital Expense - Vehicle

We plan on replacing unit P916 around August. By the time we replace it, it will have well over 100,000 miles. This budget year the department purchased a Chevy Tahoe due to the increase in price of the Ford Explorer to over \$37,000. We were able to purchase the Chevy Tahoe at \$32,600. The Lakeview Police Department could not purchase another Chevy Tahoe and had to purchase another version of the Ford Explorer at a cost of \$33,400. We anticipate we will purchase another Ford Explorer as they seem better suited for police work and the officers stated they are pleased with them.

Summary

This Option will result in a decrease of 2.5% when compared to the last budget approved by the cities. At this particular time, the addition of an additional officer is postponed until conditions change.

Aug-20

LAKEVIEW POLICE DEPARTMENT
BUDGET FY 20-21

OPTION #2

	FY 18-19	FY 19-20	FY 19-20 PROJECTED	FY 20-21 PROPOSED	% CHANGE
FIELD OPERATIONS EXPENSE					
14011 SALARIES - REGULAR	734,000	739,000	695,000	755,000	0.022
14012 SALARIES - VACATION	45,000	45,750	35,000	46,000	0.005
14013 SALARIES - SICK	4,000	4,000	9,500	4,000	0.000
14021 SALARIES - OVERTIME	1,000	1,000	1,000	1,000	0.000
14022 SALARIES - COURT APPEARANCES	-	-	-	-	0.000
14023 SALARIES - HOLIDAY	45,000	45,300	42,000	46,000	0.015

SUBTOTAL - SALARIES	829,000	835,050	782,500	852,000	0.020
14030 FRINGE BENEFITS	324,000	336,000	290,000	322,000	-0.042
14031 PENSION	48,600	41,150	41,150	48,200	0.171
14040 FICA	60,800	63,880	58,000	65,500	0.025
14060 AUDIT	9,000	9,000	9,265	9,540	0.060
14070 TRAINING	3,400	3,400	2,000	3,400	0.000
14080 EMPLOYEE RELATIONS	2,000	2,000	400	2,000	0.000
14210 SUPPLIES	6,000	5,500	5,500	5,500	0.000
14240 JAIL	2,500	2,100	1,200	2,000	-0.048
14310 OUTSIDE SERVICES	14,000	10,000	15,000	15,000	0.500
14311 RADIO AIRTIME LEASE	14,000	14,100	14,100	14,100	0.000
14312 DISPATCHING	62,300	64,000	50,000	55,000	-0.141
14313 OSSI MAINTENANCE	6,500	6,500	800	1,000	-0.846
14314 PHONOSCOPE	5,600	5,500	5,500	5,500	0.000
14315 AIRCARDS	3,300	3,100	3,600	3,600	0.161
14320 LEGAL SERVICES	250	250	200	250	0.000
14390 UNIFORMS	4,000	4,000	13,000	4,000	0.000
14420 VEHICLE FUEL	25,000	25,000	18,000	22,000	-0.120
14430 VEHICLE MAINTENANCE	20,000	20,000	21,000	20,000	0.000
14470 EQUIPMENT MAINTENANCE	6,000	6,000	6,500	6,000	0.000
14700 PROPERTY/LIABILITY INSURANCE	14,000	14,000	15,200	15,200	0.086
14710 WORKMEN'S COMPENSATION	24,000	24,000	20,000	24,000	0.000
14800 TELEPHONE	3,600	2,800	2,700	2,800	0.000
15010 CAPITAL EXPENSE - EQUIPMENT	25,000	25,000	22,000	25,000	0.000
15020 CAPITAL EXPENSE - VEHICLE	26,900	32,800	33,400	33,400	0.018
EXTRA OFFICER (SALARY/FICA/FRINGE/U	-	50,000	-	-	-1.000

FIELD OPERATIONS TOTAL	1,539,750	1,605,130	1,431,015	1,556,990	-0.030
LEASE - EL LAGO	24,987	24,987	24,987	24,987	
LEASE - TAYLOR LAKE VILLAGE	1,991	1,991	1,991	1,991	
TOTAL EXPENSES	1,566,728	1,632,108	1,457,993	1,583,968	-0.029
USE OF SURPLUS		(6,000)	(1,315)	-	
SALE OF ASSETS	(3,000)	(3,000)	(5,100)	(3,000)	0.000
STATE OF TEXAS - TRAINING	(1,400)	(1,400)	(1,350)	(1,350)	-0.036
ARREST FEES	(9,000)	(6,500)	(5,000)	(5,000)	-0.231
=====					
	1,553,328	1,615,208	1,446,543	1,574,618	-0.0251

RECOMMENDATION: It is recommended that the City Council authorize the City Mayor, or their designee, to enter into the royalty Marketing agreement with Utility Service Partners, Inc. (USP) for an initial term of three (3) years, subject to City Attorney review with an additional (1) year renewal.

BACKGROUND: The National League of Cities (NLC) Service Line Warranty Program, offered by Utility Service Partners, a HomeServe Company, was conceived in partnership with the National League of Cities to educate property owners about their service line responsibilities and to help residents avoid the out-of-pocket expense for unanticipated and potentially costly service line repairs and replacements. Our program, the only one of its kind endorsed by the NLC will help the City of El Lago to achieve its goals by:

- Providing homeowners affordable protection against significant and unexpected costs to remedy leaking/broken/ clogged water lines, sewer lines, and in-home plumbing lines
- Ensuring the delivery of timely, high-quality repair services in adherence to all applicable codes
- Providing exemplary service that reflects positively on the City
- The program generates an ongoing, sustainable source of revenue for partner municipalities and stimulates the local economy by using fully vetted local contractors to complete the repairs.
- The City will receive a royalty of \$0.50 per product per month for the duration of the program.

COVERAGE: NLC Service Line Warranty Program offers three complete and separate voluntary programs. There is never a service fee/deductible or annual or lifetime limit. Residents can cancel the warranties at any time.

Exterior Water Service Line: Includes service to locate, excavate and repair/replace a leaking exterior water service line. Covered repairs include, but are not limited to leaks, breaks, corrosion, blockages, root intrusion, and other types of damages that impair or limit the intended function of the system. Includes restoration of ground surface features after excavation for service line repair, including filling, raking, reseeding, reinstallation of existing soft landscaping and shrubbery, and patching of paved surfaces.

Exterior Sewer Service Line: Includes services to locate, excavate and repair/replace a leaking exterior sewer service line. Covered repairs include, but are not limited to leaks, breaks, corrosion, blockages (due to fats, oils and grease), root intrusion, and other types of damage (such as from freezing) that impair or limit the intended function of the system. Includes restoration of ground surface features after excavation for service line repair, including filling, raking, reseeding, reinstallation of existing soft landscaping and shrubbery, and patching of paved surfaces.

Internal Plumbing and Drainage: Coverage includes the emergency breakdown costs of repairing or replacing interior water, sewer, and drainage pipe materials, valves and other plumbing-related material, including unblocking, repair and replacement. Repair of clogged toilets.

Product	Monthly	Annual Coverage Limit	Annual Service Calls/Per Call Coverage	Royalty for the City
External Water Line	\$5.75	Unlimited	Unlimited Calls \$8,500 Per Call	\$0.50 per contract per month
External Sewer Line	\$7.75	Unlimited	Unlimited Calls \$8,500 Per Call	\$0.50 per contract per month
In-Home Plumbing	\$9.99	Unlimited	Unlimited Calls \$3,000 Per Call	\$0.50 per contract per month

IMPLEMENTATION: The NLC Service Line Program will utilize the City logo to brand the materials used to educate City customers about our repair service plans. Program marketing literature clearly discloses that the Program and the City are separate entities and that the program is voluntary for residents. The NLC Service Line Warranty Program will create all marketing materials with input from the City and will submit all marketing/communications materials to the City for final approval.

FINANCIAL IMPACT: No cost to the city to participate and the city would receive \$0.50 per product per month royalty.



NLC Service Line Warranty Program Overview: Benefits to Cities & Residents

WHY CHOOSE THE NLC SERVICE LINE PROGRAM, BY HOMESERVE?



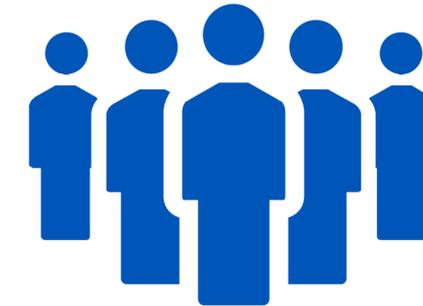
EXPERIENCE

Offering services for over 17 years



REPUTATION

4.8 out of 5 stars customer satisfaction



PARTNERSHIP

Endorsed by National League of Cities



BBB Torch Award for Marketplace Ethics

Trust • Performance • Integrity

2013 Winner
Western Pennsylvania Better Business Bureau®



2018 WINNER

Torch Awards for Ethics

Better Business Bureau of Western PA

“The National League of Cities is proud to partner with this highly reputable and reliable program. Their exemplary record of customer service and transparency is what has driven the success of this partnership over the years.”



Clarence Anthony
Executive Director
National League of Cities

AGING INFRASTRUCTURE: A PROBLEM FOR MUNICIPALITIES & HOMEOWNERS



- In Texas, infrastructure upgrades over the next 20 years are estimated at \$8.76 billion for drinking water and \$11.83 billion for wastewater
- Lateral lines are subjected to the same elements as public lines
- Failed lines waste thousands of gallons of water and present an environmental hazard
- Common homeowner misconceptions:
 - the City is responsible for maintenance of the water and sewer lines on their property
 - repairs are covered by their homeowner's policy

MANY HOMEOWNERS ARE UNPREPARED



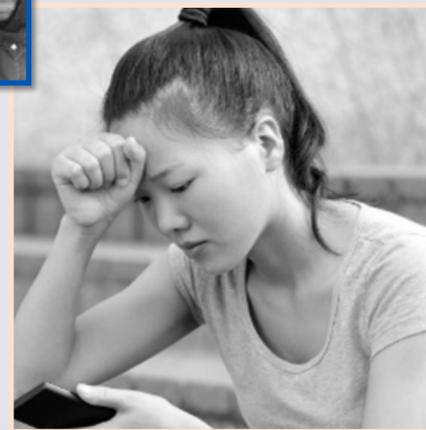
78%

of homeowners surveyed believe the utility provider should educate them on repairs and preventative measures



59%

of homeowners surveyed have had a home repair emergency in the past year



40%

4 out of 10 Americans can't afford a \$400 emergency expense (and would have to sell something, take out a loan, or use credit to cover it)

NLC SERVICE LINE WARRANTY PROGRAM BENEFITS

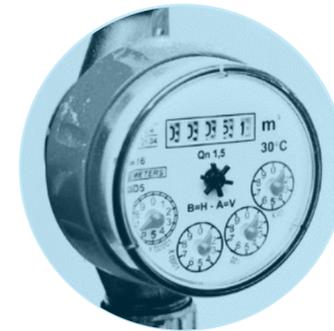


- Only service line program Endorsed by the National League of Cities
- No cost for the City to participate
- Optional ongoing Revenue Stream for the City
- Free Public Awareness Campaign to educate homeowners on their lateral line responsibilities
- Peace of Mind - with one toll-free call a reputable plumber is dispatched
- All repairs performed to code by local licensed contractors
- Contractors undergo rigorous vetting process to ensure quality service

NLC SERVICE LINE WARRANTY PROGRAM & WHAT IT COVERS



SEWER/SEPTIC LATERAL
COVERAGE



WATER/WELL LINE
COVERAGE

Homeowner repair protection for leaking, clogged or broken water and sewer lines from the point of utility connection to the home exterior

Coverage includes:

- Educating homeowners about their service line responsibilities
- Up to \$8,500 coverage per repair incident
- Includes coverage for thawing of frozen external water lines
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods

NLC SERVICE LINE WARRANTY PROGRAM & WHAT IT COVERS



INTERIOR PLUMBING AND DRAINAGE

Homeowner repair protection for in-home water supply lines and in-home sewer lines and all drain lines connected to the main sewer stack that are broken or leaking inside the home after the point of entry

- Up to \$3,000 coverage per repair incident.
- Repair of clogged toilets
- Includes coverage for broken or leaking water, sewer, or drain lines under the slab or basement floor
- No annual or lifetime limits, deductibles, service fees, forms, or paperwork
- 24/7/365 availability
- Repairs made only by licensed, local contractors
- Affordable rates and multiple payment methods

MARKETING APPROACH

- No Public Funds are used in marketing, distribution, or administration of the program.
 - Only market by direct mail, no telemarketing
 - Would never mail without your review and approval of marketing material before each and every campaign
 - Limited mailing campaigns per year
 - Consumer friendly marketing
 - Always voluntary for the homeowner
- 
- Consumers can enroll one of three ways:
 - Calling into our toll free number that is provided on the mailing;
 - Returning the bottom of the letter to us in the self addressed stamped envelope provided
 - Visiting our consumer website www.slwofa.com at any time

SOLUTIONS FOR MUNICIPALITIES & THEIR HOMEOWNERS



- More than 900 municipal and utility partnerships
- Currently serving over 4 million customers
- Saved customers over \$454 million in repair costs over the past 3 years
- Consistent customer satisfaction rating of 98%
- 9 of every 10 customers surveyed have recommended the program to friends, family and neighbors

OVER 900 PARTNERS, INCLUDING 42 IN TEXAS

City of Midland

City of Lewisville

City of Odessa

City of San Angelo

City of Bryan

City of Rowlett

City of Hurst

City of Texarkana

City of Lancaster

City of Waxahachie

City of Denison

City of Kyle

City of Marshall

City of Corinth

City of Rockport

City of La Marque

City of Uvalde

City of Forney



For more information contact

Dan Dansby

Business Development

(412) 266-0152

Dantario.Dansby@Homeserveusa.com