



**CITY OF EL LAGO**  
**MEETING OF THE CITY COUNCIL**  
**411 TALLOWOOD DRIVE, EL LAGO, TEXAS 77586**  
**FEBRUARY 15, 2023 – 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 February 15, 2023 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. Proclamations and Special Recognitions**

*5.1. Mayor to recognize City Secretary, Rachel Lewis, for earning the designation of Texas Registered Municipal Clerk.*

**6. City Official, Board, Commission, Committee, & City Service Report**

*6.1. Introduction of new City employees, Norma Simon and Mary Sampson (Rachel Lewis)*

**7. Consent Agenda**

*7.1. Check Detail for checks printed from February 2, 2023 through February 15, 2023.*

*7.2. Minutes from the Council Meeting of February 1, 2023.*

**8. Mayor's Report**

*8.1. Mayor Findley to report on City Maintenance projects and work orders.*

*8.2. Mayor Findley to report on the status of code violation and processes.*

**9. New Business**

*9.1. Consider/ Approve a proposal by Rob O'Donel to create two pickleball courts at the City tennis courts.*

**10. Move meeting into a Workshop Session to discuss the following: (no motions to be made during the workshop period)**

*10.1. Discuss issues related to animal control in the City and current increase in calls for loose dogs.*

**11. Adjourn Workshop Session and move meeting back into Regular Session**

## 12. Future Agenda Item Requests

### Scheduled

Pool Furniture quotes – Mar. 1<sup>st</sup>

Report on status of ARPA projects – Mar. 1<sup>st</sup>

Amend interlocal agreement for LPD – Mar 1<sup>st</sup>

## 13. 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

**City of El Lago**  
**Check Detail**  
 February 2 - 15, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	02/02/2023	De Leon, A...		<b>10102 · General...</b>	
					70120 · Mainten...	(1,575.86)
					70120 · Mainten...	(82.94)
					25400 · Pension ...	100.00
					70210 · Pension	(100.00)
					25400 · Pension ...	100.00
					25500 · Employe...	11.76
					71300 · Telephone	(20.00)
					25200 · FWT pa...	165.00
					70220 · Social S...	(102.85)
					25300 · FICA Pa...	102.85
					25300 · FICA Pa...	102.85
					70220 · Social S...	(24.05)
					25300 · FICA Pa...	24.05
					25300 · FICA Pa...	24.05
TOTAL						(1,275.14)
Paych...	ACH...	02/02/2023	Herrera, Ire...		<b>10102 · General...</b>	
					74010 · Court Cl...	(1,923.08)
					25400 · Pension ...	115.38
					25500 · Employe...	11.76
					25500 · Employe...	27.25
					25200 · FWT pa...	145.00
					70220 · Social S...	(119.23)
					25300 · FICA Pa...	119.23
					25300 · FICA Pa...	119.23
					70220 · Social S...	(27.89)
					25300 · FICA Pa...	27.89
					25300 · FICA Pa...	27.89
TOTAL						(1,476.57)
Paych...	ACH...	02/02/2023	Hunter, Ch...		<b>10102 · General...</b>	
					70100 · Administ...	(516.99)
					70220 · Social S...	(32.06)
					25300 · FICA Pa...	32.06
					25300 · FICA Pa...	32.06
					70220 · Social S...	(7.50)
					25300 · FICA Pa...	7.50
					25300 · FICA Pa...	7.50
TOTAL						(477.43)
Paych...	ACH...	02/02/2023	Lewis, Rac...		<b>10102 · General...</b>	
					70100 · Administ...	(2,461.85)
					25400 · Pension ...	172.33
					71300 · Telephone	(20.00)
					25200 · FWT pa...	304.00
					70220 · Social S...	(152.63)
					25300 · FICA Pa...	152.63
					25300 · FICA Pa...	152.63
					70220 · Social S...	(35.70)
					25300 · FICA Pa...	35.70
					25300 · FICA Pa...	35.70
TOTAL						(1,817.19)

**City of El Lago**  
**Check Detail**  
 February 2 - 15, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	02/02/2023	Means, Der...		<b>10102 · General...</b>	
					70120 · Mainten...	(1,853.57)
					25400 · Pension ...	100.00
					71300 · Telephone	(20.00)
					25200 · FWT pa...	158.00
					70220 · Social S...	(114.92)
					25300 · FICA Pa...	114.92
					25300 · FICA Pa...	114.92
					70220 · Social S...	(26.88)
					25300 · FICA Pa...	26.88
					25300 · FICA Pa...	26.88
TOTAL						(1,473.77)
Paych...	ACH...	02/02/2023	Sampson, ...		<b>10102 · General...</b>	
					74010 · Court Cl...	(469.80)
					70220 · Social S...	(29.13)
					25300 · FICA Pa...	29.13
					25300 · FICA Pa...	29.13
					70220 · Social S...	(6.81)
					25300 · FICA Pa...	6.81
					25300 · FICA Pa...	6.81
TOTAL						(433.86)
Paych...	ACH...	02/02/2023	Simon, Nor...		<b>10102 · General...</b>	
					70100 · Administ...	(720.00)
					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						(664.92)
Paych...	ACH...	02/02/2023	Stokes, Dia...		<b>10102 · General...</b>	
					70100 · Administ...	(793.40)
					25200 · FWT pa...	96.00
					70220 · Social S...	(49.19)
					25300 · FICA Pa...	49.19
					25300 · FICA Pa...	49.19
					70220 · Social S...	(11.50)
					25300 · FICA Pa...	11.50
					25300 · FICA Pa...	11.50
TOTAL						(636.71)
Liabilit...	ACH...	02/02/2023	Mission Sq...	<b>2023-02-02 Payroll</b>	<b>10102 · General...</b>	
			A. Deleon		25400 · Pension ...	(100.00)
			A Deleon		25400 · Pension ...	(100.00)
			R Lewis		25400 · Pension ...	(172.33)
			I Herrera		25400 · Pension ...	(115.38)
			D Means		25400 · Pension ...	(100.00)
TOTAL						(587.71)

**City of El Lago  
Check Detail  
February 2 - 15, 2023**

Type	Num	Date	Name	Memo	Account	Paid Amount
Liabilit...	ACH...	02/02/2023	EFTPS	Payroll 2023-02-02	10102 · General...	
				Payroll 2023-02-02	25200 · FWT pa...	(868.00)
				Payroll 2023-02-02	25300 · FICA Pa...	(150.77)
				Payroll 2023-02-02	25300 · FICA Pa...	(150.77)
				Payroll 2023-02-02	25300 · FICA Pa...	(644.65)
				Payroll 2023-02-02	25300 · FICA Pa...	(644.65)
TOTAL						(2,458.84)
Check	12578	02/02/2023	Wells Fargo	2023-01 statement	10102 · General...	
				New internet phone set-u...	24508 · Wells F...	(59.46)
				Replacement animal trap	24508 · Wells F...	(59.99)
				Molly Maid deep cleaning...	24508 · Wells F...	(465.00)
				Fonality internet phones f...	24508 · Wells F...	(40.77)
				Monthly domain charge	24508 · Wells F...	(14.00)
				Houston-Galveston Area ...	24508 · Wells F...	(90.00)
				Monthly Fonality Charge	24508 · Wells F...	(364.17)
				Additional charge for inte...	24508 · Wells F...	(10.46)
				Canva subscription	24508 · Wells F...	(119.40)
				Intuit monthly payroll	24508 · Wells F...	(40.00)
				Dogfood	24508 · Wells F...	(36.99)
				DPS crime records empl...	24508 · Wells F...	(6.39)
				Fonality Refund on intern...	24508 · Wells F...	69.28
TOTAL						(1,237.35)
Check	12586	02/07/2023	Alexander, ...	refund of deposit for th...	10102 · General...	
Credit ...	2022...	02/07/2023		REFUND of Security De...	27000 · Security ...	(150.00)
TOTAL						(150.00)
Bill P...	12587	02/15/2023	Allied Fire ...	fire system repair	10102 · General...	
Bill	PA1...	01/31/2023		fire system repair	70300 · Building ...	(280.00)
TOTAL						(280.00)
Bill P...	12588	02/15/2023	AmeriWast...	January 1 to 31st 202...	10102 · General...	
Bill	2098...	01/31/2023		January 1 to 31st 2023...	73200 · Solid W...	(13,148.76)
				Comm Containers	73200 · Solid W...	(818.50)
TOTAL						(13,967.26)
Bill P...	12589	02/15/2023	Barfield, R...	Judge Appearance on J...	10102 · General...	
Bill	Jan2...	02/06/2023		Judge Appearance on Ja...	74200 · Municip...	(150.00)
				Judge Appearance on Ja...	74200 · Municip...	(150.00)
TOTAL						(300.00)
Bill P...	12590	02/15/2023	Blacksmith...	Baliff Fee for Court Jan...	10102 · General...	
Bill	0131...	02/06/2023		Baliff Fee for Court Janu...	74410 · Bailiff S...	(100.00)
TOTAL						(100.00)

## City of El Lago Check Detail February 2 - 15, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill P...</b>	<b>12591</b>	<b>02/15/2023</b>	<b>Calderon, ...</b>	<b>Prosecutor Fees Oct - ...</b>	<b>10102 · General...</b>	
Bill	Oct,...	02/01/2023		Prosecutor Fees October...	74100 · Court Pr...	(100.00)
				Prosecutor Fees Novem...	74100 · Court Pr...	(100.00)
				Prosecutor Fees Decem...	74100 · Court Pr...	(200.00)
TOTAL						(400.00)
<b>Bill P...</b>	<b>12592</b>	<b>02/15/2023</b>	<b>Clark, Diane</b>	<b>Judge Appearance on ...</b>	<b>10102 · General...</b>	
Bill	0124...	02/06/2023		Judge Appearance on 01...	74200 · Municip...	(150.00)
TOTAL						(150.00)
<b>Bill P...</b>	<b>12593</b>	<b>02/15/2023</b>	<b>Fire Safe P...</b>	<b>New Key Cards -100 Fit...</b>	<b>10102 · General...</b>	
Bill	SM1...	02/02/2023		New Key Cards -100 Fitn...	77500 · Fitness ...	(422.69)
TOTAL						(422.69)
<b>Bill P...</b>	<b>12594</b>	<b>02/15/2023</b>	<b>Gutacker, ...</b>	<b>January Exercise Class...</b>	<b>10102 · General...</b>	
Bill	Jan2...	02/01/2023		January Exercise Classe...	77600 · Fitness ...	(180.00)
TOTAL						(180.00)
<b>Bill P...</b>	<b>12595</b>	<b>02/15/2023</b>	<b>Houston C...</b>	<b>publication of Ordinanc...</b>	<b>10102 · General...</b>	
Bill	0118...	02/07/2023		publication of Ordinance ...	70700 · Advertisi...	(141.70)
TOTAL						(141.70)
<b>Bill P...</b>	<b>12596</b>	<b>02/15/2023</b>	<b>Kosar, Rob...</b>	<b>January 2023 timesheet...</b>	<b>10102 · General...</b>	
Bill	Jan ...	02/06/2023		January 2023 timesheet-...	72001 · Floodpla...	(179.17)
				January 2023 timesheet ...	72001a · CRS St...	(75.00)
TOTAL						(254.17)
<b>Bill P...</b>	<b>12597</b>	<b>02/15/2023</b>	<b>Lawns and...</b>	<b>monthly lawn care &amp; C...</b>	<b>10102 · General...</b>	
Bill	5045	02/06/2023		Lawn Care monthly main...	70351 · Lawns &...	(2,625.00)
				402 Cedar Lot Mowing Vi...	70351 · Lawns &...	(30.00)
				Commercial Sprinkler Sy...	70352 · Other Gr...	(100.00)
				Sprinkler Parts - battery ...	70352 · Other Gr...	(145.00)
				Sprinkler Parts - wire nut	70352 · Other Gr...	(5.90)
				Sprinkler Parts - 9 volt ba...	70352 · Other Gr...	(11.90)
TOTAL						(2,917.80)
<b>Bill P...</b>	<b>12598</b>	<b>02/15/2023</b>	<b>Lone Star ...</b>	<b>ARPA second invoice f...</b>	<b>10102 · General...</b>	
Bill	3524	02/07/2023		ARPA second invoice for...	72500 · ARPA-C...	(15,744.50)
TOTAL						(15,744.50)
<b>Bill P...</b>	<b>12599</b>	<b>02/15/2023</b>	<b>O'Reilly Au...</b>	<b>used on mechanical eq...</b>	<b>10102 · General...</b>	
Bill	2023...	02/07/2023		used on mechanical equi...	70300 · Building ...	(14.18)
TOTAL						(14.18)

**City of El Lago**  
**Check Detail**  
 February 2 - 15, 2023

Type	Num	Date	Name	Memo	Account	Paid Amount
<b>Bill P...</b>	<b>12600</b>	<b>02/15/2023</b>	<b>SAFEBuilt, ...</b>	<b>Building Permits-Inspe...</b>	<b>10102 · General...</b>	
Bill	0095...	01/31/2023		Inspection Services for J...	72000 · Building ...	(840.00)
TOTAL						(840.00)
<b>Bill P...</b>	<b>12601</b>	<b>02/15/2023</b>	<b>SIGN SHOP</b>	<b>4 election signs</b>	<b>10102 · General...</b>	
Bill	25387	02/02/2023		4 election signs	70700 · Advertisi...	(146.00)
TOTAL						(146.00)
<b>Bill P...</b>	<b>12602</b>	<b>02/15/2023</b>	<b>Texas Dep...</b>	<b>Motor Vehicle Inquiries...</b>	<b>10102 · General...</b>	
Bill	6223...	02/07/2023		Motor Vehicle Inquiries-J...	74500 · Court Mi...	(23.00)
TOTAL						(23.00)
<b>Bill P...</b>	<b>12603</b>	<b>02/15/2023</b>	<b>The Sign S...</b>	<b>replacement of signs at...</b>	<b>10102 · General...</b>	
Bill	25404	02/08/2023		replacement of signs at c...	70300 · Building ...	(350.00)
TOTAL						(350.00)



**CITY OF EL LAGO**  
MINUTES OF THE FEBRUARY 1, 2023  
REGULAR CITY COUNCIL MEETING  
411 TALLOWOOD DRIVE, EL LAGO,  
TEXAS 77586

1. **Call to Order** Mayor Findley called the meeting to order at 7:02 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 Jeff Michalak  
Councilperson Darin Clark  
Councilperson Charles Parette  
Absent: Councilperson John Skelton

4. **Citizen Comments**

**Kellie Arnold of 523 Seaway Drive** questioned when the air conditioning would be fixed in the fitness center. She also asked about the status of the properties located at 414 Hickory Ridge and 1607 Lake Arbor. She said she reported violations at a property on Seaway Drive twice and feels the process for reporting ordinance violations should be revamped. Mayor Findley informed her the air conditioning would be repaired in April barring any additional time it may take to get the new units. He stated construction plans were underway for 414 Hickory Ridge and he would follow-up with the owner at 1607 Lake Arbor. Mayor Pro Tem Vernon stated she looked into the citations issued for the property on Seaway Drive and two older citations were being set for jury trials. There were two new citations issued recently.

**Andy Gutacker of 408 Lakeshore Drive** thanked the Mayor and Council for offering the new fitness classes because it was a great way for neighbors to connect.

**Jennifer Findley of 318 Lakeshore Drive** informed Council of a Rotary Club Men Who Cook dinner which was a fundraiser for the organization. She stated David Brunson of the Lakeview Police Department would receive an award at the event. She said the Rotary Club offered support for the community including scholarships for local high school students. She encouraged anyone who would like to attend to go to [seabrookmenwhocook.org](http://seabrookmenwhocook.org) to register for the event.

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

- 5.1. *Report on Seabrook Volunteer Fire Department activity in the City with Call for Service reports for January, 2023.* Chief Andy Gutacker reported 14 calls for the month of January. Five were fire related, 9 were medical calls, and 2 were false alarms. The average response time was 3 minutes and 30 seconds. He said the fire department was undergoing an ISO audit which ranks fire departments and includes audits in water, dispatch and fire department activity. He said the last audit was in 2016.
- 5.2. *Report on LPD activity in the City with Call for Service reports for December, 2022 and January, 2023.* Chief Carl Nunn reported one of his officers had recently completed training in code enforcement and they would be able to focus more on enforcing code. He reported 169 calls in January and 52% of them were traffic related. He thanked the Mayor and Council for offering the town hall on human trafficking. He said Officer Martin completed code enforcement training and Officer Butler was certified as a mental health officer.



- 5.3. *Parks Board Report* Board member Ryan Brooks reported on Parks Board projects. He said the decorations and wreaths at the entrances were refurbished. He said the Board was working on estimates to bring to Council soon including a memorial at Armstrong Park and placement of the other Walraven memorial bench. He reported they were also looking at tree replacements and playground signs as well as irrigation issues at all parks. He said they were considering costs for replacing the holiday street banners and Mayor Findley informed him the Maintenance Director was already looking into this for the upcoming budget. He said the Board was also looking at fencing options for Witty Park.
- 5.4. *FY 2023 1<sup>st</sup> quarter financial report* Rachel Lewis, City Secretary, presented the report. She reported total assets of \$1,936,969 and total liabilities of \$467,039. The total fund balance was \$1,469,930. Revenues were \$934,523 which was 37.5 of the budget, and expenditures were \$585,381 which was 20.8% of the budget.

## **6. Consent Agenda**

- 6.1. *Check Detail for checks printed from January 5, 2023 through February 1, 2023.*
  - 6.2. *Minutes from the Council Meeting of January 4, 2023.*
- There being no objections, Mayor Findley declared the consent agenda adopted.

## **7. Council Reports**

- 7.1. *Mayor Pro Tem Vernon to report on the Houston-Galveston Area Council meeting and overall purpose of the organization.* Mayor Pro Tem Vernon presented a report on the Houston-Galveston Area Council (H-GAC). The report is attached. She discussed what H-GAC offers and who they serve, as well as the mission of the organization.

## **8. Old Business**

- 8.1. *Consider quotes and approve a vendor for concrete surrounds for the light poles at McNair Park utilizing ARPA funds.* Mayor Pro Tem Vernon made a motion to approve Gozmos concrete per the quote provided at \$2600.00, and Councilperson Clark seconded. Approval was unanimous.
- 8.2. *Consider quotes and approve a vendor for the painting of the light poles at McNair Park utilizing ARPA funds.* Council reviewed the quotes. Councilperson Parette recommended CertaPro Painters due to the detail of the quote they provided. Mayor Pro Tem Vernon said she liked a 2-year warranty was included in their quote as well. Councilperson Michalak made a motion to approve CertaPro Painters utilizing ARPA funds in the amount of \$3,947.14. Mayor Pro Tem Vernon seconded the motion. The vote to approve CertaPro Painters was unanimous.

## **9. New Business**

- 9.1. *Consider/ Approve the FY 2023 1<sup>st</sup> quarter investment report.* Councilperson Michalak went over the first quarter investment report. He reported interest earned of \$4,451.07 with an ending balance of \$506,520.45. he reminded Council the ARPA funds were being heldt in this investment account. Councilperson Parette made a motion to approve and there was a second from Councilperson Michalak. There was unanimous approval.
- 9.2. *Consider/Approve Resolution 2023-02, the annual review of the City investment policy.* Councilperson Michalak presented the investment policy found in the City Ordinances. He said the goal was to retain the principal on investments. Councilperson Parette motioned to approve with a second from Councilperson Clark. Approval was unanimous.
- 9.3. *Consider/Approve Ordinance 495 calling the May 6, 2023 General Election.* Mayor Pro Tem Vernon made a motion to approve the ordinance and Councilperson Parette seconded. The ordinance was unanimously approved.

## **10. 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 8:26 pm. He then recessed the meeting at 8:26 pm. The Mayor moved the meeting back into session at 8:32 pm.

- 10.1. *Review and discuss the ARPA funding plan list.* City Secretary Lewis informed Council the shipping for the previously approved pool furniture items would be \$1150.00. Council only approved up to \$250 for shipping so she asked if Council would like to bring the shipping

amount back for a vote, or if new quotes should be presented again along with shipping amounts for consideration. It was determined that new quotes should be gathered including all local options and shipping costs. Colors other than white should also be provided for consideration.

10.2. *Discuss issues related to animal control in the City and current increase in calls for loose dogs.* Mayor Findley informed Council there have been problems with the increase in numbers of loose dog calls in the City, and there have been no options for dogs who could not be placed with fosters or owners. It was determined an education program would be developed. Chief Nunn stated many dogs were being picked up right in front of their homes and had the dogs not been taken, they would have returned to their yards. He stated he would reach out to Harris County and League City for possible agreements. Mayor Pro Tem Vernon would look into kenneling options. Councilperson Clark said he would research options for euthanizing dogs who could not be placed or housed for over the time set-out in the current ordinance.

**11. Adjourn Workshop Session and move meeting back into Regular Session** Mayor Findley adjourned the Workshop Session and moved the meeting back into Regular Session at 9:28 pm.

## **12. Future Agenda Item Requests**

The Mayor requested another workshop to discuss animal control at the next meeting on February 15, 2023. Councilperson Clark requested the proposal for pickleball courts be on a future agenda. He was informed it had been set for the February 15, 2023 agenda.

**13. Adjournment** There being no further business, Mayor Findley adjourned the meeting at 9:29 pm.

ATTEST:


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Shawn Findley  
Mayor

---

Rachel Lewis, City Secretary

V4  
PV3



K r x v w r q Q J d o y h v w r q D u h d F r x q f l o

2023 General Assembly Meeting  
January 20, 2023

1

H-GAC Executive Director  
Chuck Wemple  
presented the  
*State of the Region*  
Address



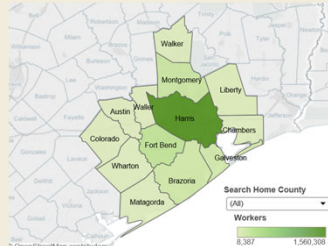
2

Who does H-GAC serve?

13 Counties in the H-GAC service region

- Includes 107 member cities
- 7.7 million people that live and work in the region

• Austin	• Galveston	• Walker
• Brazoria	• Harris	• Waller
• Chambers	• Liberty	• Wharton
• Colorado	• Matagorda	
• Fort Bend	• Montgomery	



3

What is H-GAC's mission?

H-GAC's mission is to serve as the instrument of local government cooperation, promoting the region's orderly development and the safety and welfare of its citizens.

4

### What is H-GAC's mission?

H-GAC's mission is to serve as the instrument of local government cooperation, promoting the region's orderly development and the safety and welfare of its citizens.

In one word:

**COMMUNICATION**

5

### What is H-GAC's mission?

H-GAC's mission is to serve as the instrument of local government cooperation, promoting the region's orderly development and the safety and welfare of its citizens.

In one word:

**COMMUNICATION**

The **FOUNDATION** of H-GAC is its program of regional planning in most areas of shared governmental concern.

6

### Who runs H-GAC?

- The H-GAC "elected official" Board of Directors is comprised of 37 of the region's local governments' elected officials
- H-GAC's Leadership Team is made up of Chuck Wemple who is the Executive Director plus 11 other qualified individuals in positions such as Director of:
  - Finance
  - Data Analytics & Research
  - Public Services
  - Communications
  - Transportation, etc...

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### 2022 BUDGET SUMMARY

FUNDING SOURCES		
.04% FEDERALLY FUNDED	US Environmental Protection Agency	\$200,000
	US Department of Agriculture	\$9,559
96.37% STATE FUNDED	Commission on State Emergency Communication	\$654,904
	Texas Division of Emergency Management	\$1,874,389
	Texas Department of Transportation	\$25,073,979
	Texas Criminal Justice Division	\$1,161,508
	Texas Workforce Commission	\$414,255,447
	Texas Commission on Environmental Quality	\$2,933,918
	Texas General Land Office	\$149,057
3.59% LOCAL/MISC FUNDED	Texas Health and Human Services Commission	\$9,612,000
	Other Public Agencies	\$9,187,112
	Local Contracts	\$6,452,653
	Houston-Galveston Area Council Funds	\$1,310,659
<b>TOTAL</b>		<b>\$472,875,185</b>

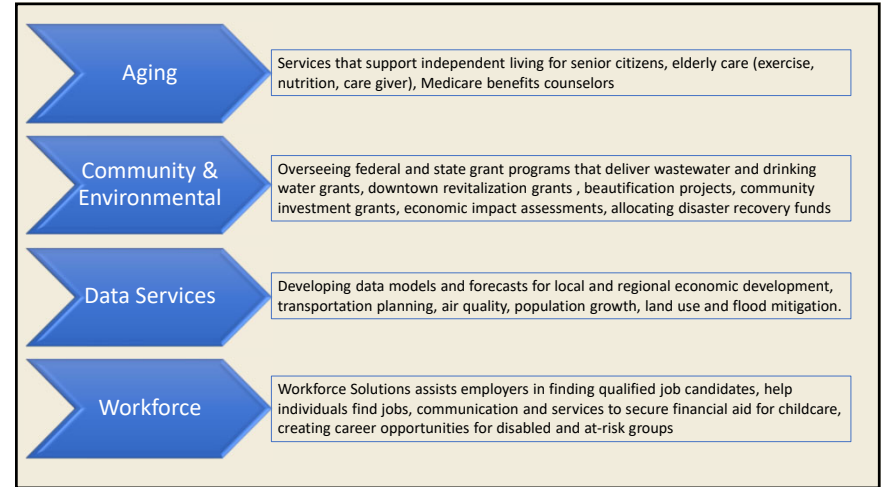
8

**EXPENDITURES BY PROGRAM**

Aging	\$12,053,445	
Community & Environmental	\$7,520,180	
Data Services	\$5,193,591	
Workforce	\$413,543,256	87% of budget
Public Services	\$8,705,339	
Transportation	\$24,733,764	
Local Activities	\$193,610	
Capital Expenditures	\$929,000	
<b>TOTAL</b>	<b>\$472,875,185</b>	

Approximately 98% of H-GAC's budget is restricted

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10



11

**H-GAC Executive Director**  
**Chuck Wemple**  
 presented the  
*State of the Region*  
 Address



12

**Case Study – perceived needs:**

13

**Case Study – perceived needs:**

- Child Care is difficult, often in the opposite direction of the job

14

**Case Study – perceived needs:**

- Child Care is difficult, often in the opposite direction of the job
- Too long to get to work, difficult roads, railway crossings, etc.

15

**Case Study – perceived needs:**

- Child Care is difficult, often in the opposite direction of the job
- Too long to get to work, difficult roads, railway crossings, etc.
- Living expenses are too high

16

**Challenges to addressing and planning for the needs such as those brought forth by the case scenario:**

17

**Challenges to addressing and planning for the needs such as those brought forth by the case scenario:**

- It's a dynamic situation, ever changing

18

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19

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- It's a complex problem to address over the region
- There is a need to be ready to move and to change to take best advantage of opportunities when presented

20

**Challenges to addressing and planning for the needs such as those brought forth by the case scenario:**

- It's a dynamic situation, ever changing
- It's a complex problem to address over the region
- There is a need to be ready to move and to change to take best advantage of opportunities when presented
- The region is in need of constant attention and nurturing to coordinate the region to achieve the greatest success and funding.

21

Director Wemple and the Board have determined there are 5 primary concerns of focus for the next 3 to 5 years.

22

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**1. Water** - waste water, drinking water, flood hazards and mitigation

23

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**1. Water** - waste water, drinking water, flood hazards and mitigation

**2. Health care** – need to expand its capacity, increased need for mental health care and telemedicine solutions

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Director Wemple and the Board have determined there are 5 primary concerns of focus for the next 3 to 5 years.

- 1. **Water** - waste water, drinking water, flood hazards and mitigation
- 2. **Health care** – need to expand its capacity, increased need for mental health care and telemedicine solutions
- 3. **Broadband** - making it accessible to all, it is a necessity today

25

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- 4. **Housing** – more and more we are missing middle housing, need to increase affordable housing

26

Director Wemple and the Board have determined there are 5 primary concerns of focus for the next 3 to 5 years.

- 1. **Water** - waste water, drinking water, flood hazards and mitigation
- 2. **Health care** – need to expand its capacity, increased need for mental health care and telemedicine solutions
- 3. **Broadband** - making it accessible to all, it is a necessity today
- 4. **Housing** – more and more we are missing middle housing, need to increase affordable housing
- 5. **Customer service** - 2023 will be the year of HGAC customer service, to hear needs of individuals, groups and communities and deliver results

27

Executive Director Chuck Wemple presenting awards and recognizing outstanding leadership

**Judge Nate McDonald** received the Tom Reed Regional Leadership Award



Outgoing Board President **Sally Branson** from Friendswood City Council was recognized for outstanding leadership



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### New H-GAC Senior Board Members were Sworn-in



Outgoing Board President Sally Branson swearing in the new Board members:

*(from left to right)*

- **Chair** - Waller County Judge Trey Duhon
- **Chair Elect** - City of Houston Council Member Sallie Alcorn
- **Vice Chair** - Liberty County Judge Jay Knight

It was a good meeting (and a good breakfast)  
but we're ready to go home!



## Work Order Details

This report was run on: Feb 09, 2023 02:44:04 PM  
 with the following parameters  
 Opened After: Jan 01, 2023 09:00:00 AM  
 Opened Before: Jan 31, 2023 05:00:00 PM  
 Parent Asset: "All"  
 Asset Category: "All"  
 Assigned User: "All"  
 Maintenance Type: "All"  
 Priority: "All"  
 Status: "All"

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO608	Light needs to be replaced in back light fixture of the records room.	Closed, Completed	Corrective	Jan 05, 2023 02:09:37 PM	Jan 13, 2023 02:04:05 PM	Jan 18, 2023 10:06:17 AM	5
Task Description		Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Light needs to be replaced in back light fixture of the records room.				Rachel Lewis	Jan 18, 2023 10:06:17 AM		

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO609	Cut back dead shrubs and plants caused by freeze in all parks.	Closed, Completed	Corrective	Jan 09, 2023 09:07:49 AM	Jan 16, 2023 09:02:20 AM	Jan 11, 2023 10:54:00 AM	0
Task Description		Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Cut back dead shrubs and plants caused by freeze in all parks.				Rachel Lewis	Jan 11, 2023 10:54:00 AM		

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO610	Reshape shrubs and add mulch as needed in the the flagpole garden  1/18 - reshaped the schrubs.  1/23 - obtained 3 bags of mulch. 1/24 - Rain day 1/25 - bags of mulch spread around the bed.	Closed, Completed	Corrective	Jan 09, 2023 09:08:31 AM	Jan 16, 2023 09:03:01 AM	Jan 25, 2023 01:22:48 PM	9
Task Description		Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Reshape shrubs and add mulch as needed in the the flagpole garden  1/18 - reshaped the schrubs.  1/23 - obtained 3 bags of mulch. 1/24 - Rain day 1/25 - bags of mulch spread around the bed.				Rachel Lewis	Jan 25, 2023 01:22:48 PM		

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO611	Per request from Mayor Pro Tem, Please have the Kraftsman play structure at Witty Park pressure washed	Open		Jan 11, 2023 06:56:32 PM	Jan 20, 2023 06:51:02 PM		19
Task Description		Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Per request from Mayor Pro Tem, Please have the Kraftsman play structure at Witty Park pressure washed							

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO612	picked up santa mail box and returned to storage.	Closed, Completed	Other	Jan 12, 2023 12:19:13 PM			
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
picked up santa mail box and returned to storage.							

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO613	met with contractor putting out large digital information sign on Lakeshore near the P.D. Sign being placed to inform drivers of upcoming road closure for storm drain project. Notified Mayor to ensure how was aware of the closure.	Closed, Completed	Other	Jan 12, 2023 12:21:27 PM			
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
met with contractor putting out large digital information sign on Lakeshore near the P.D. Sign being placed to inform drivers of upcoming road closure for storm drain project. Notified Mayor to ensure how was aware of the closure.							

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO614	12/30/22 - Animal control  Called to PD about two dogs being turned in due to running at large. Owner was found and came and picked up dogs.  City report filed.	Closed, Completed	Other	Jan 12, 2023 12:40:59 PM			
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
12/30/22 - Animal control  Called to PD about two dogs being turned in due to running at large. Owner was found and came and picked up dogs.  City report filed.							

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO615	1/12/23 - Animal control  Found dog loose while returning from a work order. Bayou View/Cedar  Dog showed signs of aggression. Dog lunged at me, growling and showing teeth. Dog lunged at a contractor who was exiting his work truck showing the same aggression. Dog went through an open gate. sign on gate read " BEWARE OF DOG". Made contact with owner. gate closed. Notified P.D. Ticket being issued for "dog at large"  City report filed.	Closed, Completed	Safety	Jan 12, 2023 12:48:00 PM			
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
1/12/23 - Animal control  Found dog loose while returning from a work order. Bayou View/Cedar  Dog showed signs of aggression. Dog lunged at me, growling and showing teeth. Dog lunged at a contractor who was exiting his work truck showing the same aggression. Dog went through an open gate. sign on gate read " BEWARE OF DOG". Made contact with owner. gate closed. Notified P.D. Ticket being issued for "dog at large"  City report filed.							

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO616	Dog call - two dogs taken to city kennel by resident. Owner of dogs arrived at same time. Dogs released to owner. Verbal warning given for dogs at large by LVPD.	Closed, Completed	Other	Jan 18, 2023 10:14:31 AM			
	<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>
	Dog call - two dogs taken to city kennel by resident. Owner of dogs arrived at same time. Dogs released to owner. Verbal warning given for dogs at large by LVPD.						
Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO617	Dog call - dog picked up by LVPD running loose on Cedar. Walk, feed, water and clean pen several times a day.  Dog still in kennel.  1/24 - dog still being fostered. Still looking for permanent home. Placed on several social media sites.	Closed, Completed		Jan 18, 2023 10:15:53 AM		Jan 25, 2023 01:21:47 PM	
	<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>
	Dog call - dog picked up by LVPD running loose on Cedar. Walk, feed, water and clean pen several times a day.  Dog still in kennel.  1/24 - dog still being fostered. Still looking for permanent home. Placed on several social media sites.			Rachel Lewis	Jan 25, 2023 01:21:47 PM		
Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO618	Dog call - resident trapped dog on fishing pier. Picked up by LVPD and placed in kennel. Dog is severely malnourished. (two dogs in kennel). due to cold front LVPD officer took dog home to foster and provide care. Dog still in foster. City report filed	Closed, Completed		Jan 18, 2023 10:17:53 AM			
	<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>
	Dog call - resident trapped dog on fishing pier. Picked up by LVPD and placed in kennel. Dog is severely malnourished. (two dogs in kennel). due to cold front LVPD officer took dog home to foster and provide care. Dog still in foster. City report filed						
Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO619	Dog call - Maintenance found dog running loose with collar and tags on. Dog showed signs of aggression. Dog found on Hickory Ridge. followed dog to his house on Lakeshore Circle. Dog lunged at contractor exiting his truck. Made contact with owner. Owner agrees dog is aggressive. Citation issued to owner by LVPD.  City report filed.	Closed, Completed	Safety	Jan 18, 2023 10:21:01 AM			
	<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>
	Dog call - Maintenance found dog running loose with collar and tags on. Dog showed signs of aggression. Dog found on Hickory Ridge. followed dog to his house on Lakeshore Circle. Dog lunged at contractor exiting his truck. Made contact with owner. Owner agrees dog is aggressive. Citation issued to owner by LVPD.  City report filed.						
Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO620	unclog toilet at McNair Park restroom. - complete	Closed, Completed		Jan 18, 2023 10:22:00 AM			
	<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>
	unclog toilet at McNair Park restroom. - complete						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO621	McNair Park mens restroom - Black paint graffitt on wall. Police report made. Attempted to remove graffiti. walls need to be primer and repainted.  Two coats of primer and two coats of paint. Graffiti removed from wall	Closed, Completed	Corrective	Jan 18, 2023 10:23:13 AM		Feb 07, 2023 11:59:21 AM	
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
McNair Park mens restroom - Black paint graffitt on wall. Police report made. Attempted to remove graffiti. walls need to be primer and repainted.  Two coats of primer and two coats of paint. Graffiti removed from wall			Rachel Lewis	Feb 07, 2023 11:59:21 AM			

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO622	A/C units installation at 98 Lakeshore. Work with contractor. Called to 98 several times during the week to discuss problems and suggestions. Installation complete - 1/20.	Closed, Completed	Called	Jan 18, 2023 10:25:01 AM		Jan 24, 2023 11:31:07 AM	
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
A/C units installation at 98 Lakeshore. Work with contractor. Called to 98 several times during the week to discuss problems and suggestions. Installation complete - 1/20.			Rachel Lewis	Jan 24, 2023 11:31:07 AM			

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO623	schedule boom lift to remove christmas banners. 1/17 - picked up towable boom lift. Started removing banners and found hydraulic leak. Took lift back. Reschedule another lift for 1/19 1/23 - picked up lift, removed all banners and returned lift. Recieved reduce price for having back early.	Closed, Completed	Other	Jan 18, 2023 10:29:45 AM		Jan 24, 2023 11:36:30 AM	
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
schedule boom lift to remove christmas banners. 1/17 - picked up towable boom lift. Started removing banners and found hydraulic leak. Took lift back. Reschedule another lift for 1/19 1/23 - picked up lift, removed all banners and returned lift. Recieved reduce price for having back early.			Rachel Lewis	Jan 24, 2023 11:36:30 AM			

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO624	Order pool furniture.  Placed orders and received written quotes back. Shipping and handling charge were over to approved amount. Waiting on Council decision.  Was requested to do additional research with less shipping costs.	Closed, Completed		Jan 18, 2023 10:31:45 AM		Feb 03, 2023 09:23:35 AM	
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	
Order pool furniture.  Placed orders and received written quotes back. Shipping and handling charge were over to approved amount. Waiting on Council decision.  Was requested to do additional research with less shipping costs.			Rachel Lewis	Feb 03, 2023 09:23:35 AM			

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO625	Provide surplus list to Worstell auction and schedule for pick up. 1/12 - worstell picked up items. 1/14 - Auction day	Closed, Completed	Other	Jan 18, 2023 10:35:00 AM			
Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours	

Provide surplus list to Worstell auction and schedule for pick up.  
 1/12 - worstell picked up items.  
 1/14 - Auction day

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO626	Ice Machine not working	Closed, Completed		Jan 18, 2023 10:39:24 AM		Jan 24, 2023 11:29:08 AM	
	<p>Performed cleaning, Still not working. Cleaned water filter. Contacted Technician. Tech. stated top unit needs to be replaced due to zinc showing on the side ice tray maker. Obtained pricing for new replacement.</p> <p>Maintenance was not satisfied the machine went out. Performed another deep cycle clean and got the machine working properly.</p>						

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Ice Machine not working			Rachel Lewis	Jan 24, 2023 11:29:08 AM		
<p>Performed cleaning, Still not working. Cleaned water filter. Contacted Technician. Tech. stated top unit needs to be replaced due to zinc showing on the side ice tray maker. Obtained pricing for new replacement.</p> <p>Maintenance was not satisfied the machine went out. Performed another deep cycle clean and got the machine working properly.</p>						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO627	Courts bldg.	Closed, Completed		Jan 18, 2023 10:41:32 AM		Jan 24, 2023 11:30:07 AM	
	<p>Refrigerator making beeping noise once a minute. Unit working properly. Needs more diagnostic to determine cause of beep.</p> <p>appears to need a new air filter. Got the beeping noise to stop.</p>						

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Courts bldg.			Rachel Lewis	Jan 24, 2023 11:30:07 AM		
<p>Refrigerator making beeping noise once a minute. Unit working properly. Needs more diagnostic to determine cause of beep.</p> <p>appears to need a new air filter. Got the beeping noise to stop.</p>						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO628	Freezer in event room kitchen not working properly. Unit is on and fan is running but everything is thawed out	Work In Progress	Corrective	Jan 18, 2023 12:05:18 PM			
	<p>Checked all circuits - all working properly.</p> <p>2/2 - placed service call.. Technician due out 2/3          2/3 - fount no power to unit. Return on 2/6          2/6 - Re-established power. Fan motor and condensor motor is out. Parts ordered.</p>						

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Freezer in event room kitchen not working properly. Unit is on and fan is running but everything is thawed out						
<p>Checked all circuits - all working properly.</p> <p>2/2 - placed service call.. Technician due out 2/3          2/3 - fount no power to unit. Return on 2/6          2/6 - Re-established power. Fan motor and condensor motor is out. Parts ordered.</p>						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
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WO629	freezer in event room kitchen not freezing. Unit is on and fan is running. Unknown problem. All circuits working properly.		Closed, Completed		Jan 18, 2023 01:13:11 PM		Jan 18, 2023 04:03:45 PM	
DUPLICATE ENTRY								
<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>		
freezer in event room kitchen not freezing. Unit is on and fan is running. Unknown problem. All circuits working properly.			Rachel Lewis	Jan 18, 2023 04:03:45 PM				
DUPLICATE ENTRY								
<b>Work</b>	<b>Work Order Description</b>	<b>Status</b>	<b>Type</b>	<b>Date Created</b>	<b>Due Date</b>	<b>Date Completed</b>	<b>Days Late</b>	
WO630	Install new basketball hoop nets at pavilion. Nets were received and can be found in main office for install.	Work In Progress	Corrective	Jan 18, 2023 04:10:33 PM	Jan 27, 2023 04:04:54 PM		13	
	<p>1/24 - attempted to install new nets. Found several net ring holders broken on both hoops. Need to order two new ones.</p> <p>1/31 - New basketball hoops were delivered and ready to install</p> <p>2/2 - attempted install. Back bracket of rim does not fit current holes in backboard. Return rims and ordered correct ones.</p> <p>2/7/2022 - reorder of correct rims placed and return processed.</p>							
<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>		
Install new basketball hoop nets at pavilion. Nets were received and can be found in main office for install.								
	<p>1/24 - attempted to install new nets. Found several net ring holders broken on both hoops. Need to order two new ones.</p> <p>1/31 - New basketball hoops were delivered and ready to install</p> <p>2/2 - attempted install. Back bracket of rim does not fit current holes in backboard. Return rims and ordered correct ones.</p> <p>2/7/2022 - reorder of correct rims placed and return processed.</p>							
<b>Work</b>	<b>Work Order Description</b>	<b>Status</b>	<b>Type</b>	<b>Date Created</b>	<b>Due Date</b>	<b>Date Completed</b>	<b>Days Late</b>	
WO631	Re-hang pictures and all Former Mayors Wall photos at City Hall now that painting is complete. Will need tool to ensure hanging is level of Mayors Wall.	Open	Project	Jan 19, 2023 03:09:04 PM	Feb 10, 2023 03:03:24 PM		-1	
<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>		
Re-hang pictures and all Former Mayors Wall photos at City Hall now that painting is complete. Will need tool to ensure hanging is level of Mayors Wall.								
<b>Work</b>	<b>Work Order Description</b>	<b>Status</b>	<b>Type</b>	<b>Date Created</b>	<b>Due Date</b>	<b>Date Completed</b>	<b>Days Late</b>	
WO632	98 Lakeshore bldg. 1/23	Closed, Completed	Other	Jan 24, 2023 11:39:11 AM		Jan 25, 2023 01:24:17 PM		
	<p>Called by PD personnel - smell electrical burning smell. Fan not working. Contacted Service Rep with Way Eng.</p> <p>1/24 - service tech corrected problem. Everything working.</p>							
<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>		
98 Lakeshore bldg. 1/23			Rachel Lewis	Jan 25, 2023 01:24:17 PM				
	<p>Called by PD personnel - smell electrical burning smell. Fan not working. Contacted Service Rep with Way Eng.</p> <p>1/24 - service tech corrected problem. Everything working.</p>							
<b>Work</b>	<b>Work Order Description</b>	<b>Status</b>	<b>Type</b>	<b>Date Created</b>	<b>Due Date</b>	<b>Date Completed</b>	<b>Days Late</b>	
WO633	Unclog toilet at McNair Park mens restroom.	Closed, Completed	Corrective	Jan 24, 2023 11:48:19 AM				
<b>Task Description</b>	<b>Asset</b>	<b>Assigned To</b>	<b>Completed By</b>	<b>Date Completed</b>	<b>Est Hours</b>	<b>Spent Hours</b>		
Unclog toilet at McNair Park mens restroom.								
<b>Work</b>	<b>Work Order Description</b>	<b>Status</b>	<b>Type</b>	<b>Date Created</b>	<b>Due Date</b>	<b>Date Completed</b>	<b>Days Late</b>	



WO634 Order 2 new street signs. 1/12 Closed, Completed Corrective Jan 24, 2023 11:52:01 AM Jan 25, 2023 01:25:47 PM

1) Bellgrove Dr - missing  
2) Lakeshore Dr. - badly damaged - appears to have been hit.

1/25 - picked up new signs and install at above locations.

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Order 2 new street signs. 1/12			Rachel Lewis	Jan 25, 2023 01:25:47 PM		
1) Bellgrove Dr - missing 2) Lakeshore Dr. - badly damaged - appears to have been hit.						
1/25 - picked up new signs and install at above locations.						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO635	Gather quotes for replacement of ice machine.	Closed, Completed	Corrective	Jan 27, 2023 11:24:16 AM	Jan 27, 2023 11:18:31 AM		

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Gather quotes for replacement of ice machine.						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO636	Get quote for satellite lines rather than phone lines for fire alarm system. Secondary line will no longer work using fax line since fax line went to fax-to-email service. System beeping in Event Room until lines can be rerouted.	Closed, Completed	Corrective	Jan 27, 2023 11:30:26 AM	Jan 30, 2023 11:24:40 AM	Jan 30, 2023 12:30:31 PM	0

Price was obtained. Was informed city would use comcast for direct lines rather than satellite.

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Get quote for satellite lines rather than phone lines for fire alarm system. Secondary line will no longer work using fax line since fax line went to fax-to-email service. System beeping in Event Room until lines can be rerouted.			Rachel Lewis	Jan 30, 2023 12:30:31 PM		
Price was obtained. Was informed city would use comcast for direct lines rather than satellite.						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO637	Purchase new ice machine - top unit only, not the ice bin.	Closed, Completed	Corrective	Jan 30, 2023 12:37:43 PM			

Obtained 3 prices... selected company and placed order. None in stock. Maintenance will pick up from Company to save on delivery charge.

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Purchase new ice machine - top unit only, not the ice bin.						
Obtained 3 prices... selected company and placed order. None in stock. Maintenance will pick up from Company to save on delivery charge.						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO638	Replace Texas flag at court bldg.	Closed, Completed	Corrective	Jan 30, 2023 12:38:34 PM			

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
Replace Texas flag at court bldg.						

Work	Work Order Description	Status	Type	Date Created	Due Date	Date Completed	Days Late
WO639	1/30 - surprise inspection from Tex. Dept. of Agricultural. Inspected mosquito log book, answered questionnaire and inspected mosquito machine, chemicals and storage facility.	Closed, Completed	Safety	Jan 30, 2023 12:44:38 PM			

PASSED

Task Description	Asset	Assigned To	Completed By	Date Completed	Est Hours	Spent Hours
1/30 - surprise inspection from Tex. Dept. of Agricultural. Inspected mosquito log book, answered questionnaire and inspected mosquito machine, chemicals and storage facility.						
PASSED						