



CITY OF EL LAGO

MEETING OF THE CITY COUNCIL

411 TALLOWOOD DRIVE, EL LAGO, TEXAS 77586
SEPTEMBER 1, 2021 – 7:00 P.M.

NOTICE is hereby given of a meeting of the City Council of the City of El Lago, County of Harris, State of Texas, to be held at seven o'clock (7:00) PM on September 1, 2021 at the City Hall Events Room, 411 Tallowood Drive, El Lago, Texas, for the purpose of considering the numbered items below.

AGENDA

1. Call to Order

2. Invocation and/or Pledge of Allegiance

3. Declaration of a Quorum

- 3.1. *Announce Absent Members of Council*

4. Citizen Comments

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

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

- 5.1. *Report on SVFD activity in the City with Call for Service reports for July, 2021 (Chief Gutacker)*

6. Consent Agenda

- 6.1. *Check Detail for checks printed from August 19, 2021 through September 1, 2021*
- 6.2. *Minutes from the Council Meeting of August 19, 2021.*

7. Mayor's Report

- 7.1. *Mayor Findley to report on Emergency Management practices and plans for the City.*

8. New Business

- 8.1. *Consider/Approve Ordinance 264-X amending the effective hours of certain traffic regulations during hours of the school zone and to adjust related signage. (First Reading)*
- 8.2. *Consider/Approve Resolution 2021-11 confirming the annual review of the City's investment policy.*
- 8.3. *Consider/Approve Resolution 2021-12 confirming the appointment of an Emergency Management Coordinator.*
- 8.4. *Consider/Approve Resolution 2021-13 confirming the appointment of City of El Lago Commissioners of the Lakeview Police Board of Commissioners.*

9. Future Agenda Item Requests

10. Adjournment

ALL AGENDA ITEMS ARE SUBJECT TO ACTION

The City Council of the City of El Lago, Texas, reserves the right to adjourn into executive session at any time during the course of the meeting to discuss any of the matters listed above, as authorized by the Texas Government Code, §551.071 (Consultation with Attorney), §551.072 (Deliberations about Real Property), §551.073 (Deliberations about Gifts and Donations), §551.074 (Personnel Matters), §551.076 (Deliberations about Security Devices), §551.077 (Agency Financed by Federal Government), §551.084 (Exclusion of Witness from Hearing), §551.086 (Meeting Concerning Municipally Owned Utility), §551.087 (Deliberations Regarding Economic Development), §551.088 (Deliberations Regarding Licensing Testing Exam), & §418.183(f) (Texas Disaster Act: regarding Critical Infrastructure).

In compliance with the Americans with Disabilities Act, the City of El Lago will provide for reasonable accommodations for persons attending City Council Meetings. Requests should be received 48 hours prior to the meetings. Please contact the City office at 281-326-1951.

I CERTIFY THAT A COPY OF THIS NOTICE OF THE CITY COUNCIL MEETING FOR THE DATE LISTED ABOVE WAS POSTED AT CITY HALL, 411 TALLOWOOD DRIVE, EL LAGO, TEXAS, AT LEAST 72 HOURS IN ADVANCE PER THE TEXAS OPEN MEETINGS ACT.

Rachel Lewis, City Secretary

City of El Lago
Check Detail
 August 19 through September 1, 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/19/2021	Baillie, Dea...		10102 · General...	
					70100 · Administ...	(731.60)
					25200 · FWT pa...	20.00
					70220 · Social S...	(45.36)
					25300 · FICA Pa...	45.36
					25300 · FICA Pa...	45.36
					70220 · Social S...	(10.60)
					25300 · FICA Pa...	10.60
					25300 · FICA Pa...	10.60
TOTAL						(655.64)
Paych...	ACH...	08/19/2021	De Leon, A...		10102 · General...	
					70120 · Mainten...	(1,355.21)
					70120 · Mainten...	(154.88)
					70120 · Mainten...	(38.72)
					25500 · Employe...	17.31
					71300 · Telephone	(20.00)
					25200 · FWT pa...	140.00
					70220 · Social S...	(96.03)
					25300 · FICA Pa...	96.03
					25300 · FICA Pa...	96.03
					70220 · Social S...	(22.46)
					25300 · FICA Pa...	22.46
					25300 · FICA Pa...	22.46
TOTAL						(1,293.01)
Paych...	ACH...	08/19/2021	Dimel, Callie		10102 · General...	
					77125 · Commu...	(227.24)
					70220 · Social S...	(14.09)
					25300 · FICA Pa...	14.09
					25300 · FICA Pa...	14.09
					70220 · Social S...	(3.29)
					25300 · FICA Pa...	3.29
					25300 · FICA Pa...	3.29
TOTAL						(209.86)
Paych...	ACH...	08/19/2021	Horton, Wa...		10102 · General...	
					75310 · Fire Mar...	(542.50)
					25200 · FWT pa...	39.00
					70220 · Social S...	(33.64)
					25300 · FICA Pa...	33.64
					25300 · FICA Pa...	33.64
					70220 · Social S...	(7.86)
					25300 · FICA Pa...	7.86
					25300 · FICA Pa...	7.86
TOTAL						(462.00)

**City of El Lago
Check Detail
August 19 through September 1, 2021**

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/19/2021	Hunter, Ch...		10102 · General...	
					70100 · Administ...	(984.25)
					25200 · FWT pa...	53.00
					70220 · Social S...	(61.02)
					25300 · FICA Pa...	61.02
					25300 · FICA Pa...	61.02
					70220 · Social S...	(14.27)
					25300 · FICA Pa...	14.27
					25300 · FICA Pa...	14.27
TOTAL						(855.96)
Paych...	ACH...	08/19/2021	Klinger, Au...		10102 · General...	
					77125 · Commu...	(425.43)
					70220 · Social S...	(26.38)
					25300 · FICA Pa...	26.38
					25300 · FICA Pa...	26.38
					70220 · Social S...	(6.17)
					25300 · FICA Pa...	6.17
					25300 · FICA Pa...	6.17
TOTAL						(392.88)
Paych...	ACH...	08/19/2021	Klinger, Ga...		10102 · General...	
					77125 · Commu...	(220.73)
					70220 · Social S...	(13.68)
					25300 · FICA Pa...	13.68
					25300 · FICA Pa...	13.68
					70220 · Social S...	(3.20)
					25300 · FICA Pa...	3.20
					25300 · FICA Pa...	3.20
TOTAL						(203.85)
Paych...	ACH...	08/19/2021	Klingle, Br...		10102 · General...	
					74010 · Court Cl...	(1,716.30)
					74010 · Court Cl...	(190.70)
					25400 · Pension ...	114.42
					70210 · Pension	(114.42)
					25400 · Pension ...	114.42
					25200 · FWT pa...	169.00
					70220 · Social S...	(118.24)
					25300 · FICA Pa...	118.24
					25300 · FICA Pa...	118.24
					70220 · Social S...	(27.66)
					25300 · FICA Pa...	27.66
					25300 · FICA Pa...	27.66
TOTAL						(1,477.68)

City of El Lago Check Detail August 19 through September 1, 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/19/2021	Kumar-Mis...		10102 · General...	
					77125 · Commu...	(240.81)
					70220 · Social S...	(14.93)
					25300 · FICA Pa...	14.93
					25300 · FICA Pa...	14.93
					70220 · Social S...	(3.49)
					25300 · FICA Pa...	3.49
					25300 · FICA Pa...	3.49
TOTAL						(222.39)
Paych...	ACH...	08/19/2021	Lewis, Rac...		10102 · General...	
					70100 · Administ...	(1,675.92)
					70100 · Administ...	(91.83)
					70100 · Administ...	(68.87)
					25400 · Pension ...	128.56
					71300 · Telephone	(20.00)
					25200 · FWT pa...	204.00
					70220 · Social S...	(113.87)
					25300 · FICA Pa...	113.87
					25300 · FICA Pa...	113.87
					70220 · Social S...	(26.63)
					25300 · FICA Pa...	26.63
					25300 · FICA Pa...	26.63
TOTAL						(1,383.56)
Paych...	ACH...	08/19/2021	Means, Der...		10102 · General...	
					70120 · Mainten...	(1,384.55)
					70120 · Mainten...	(346.14)
					25400 · Pension ...	50.00
					71300 · Telephone	(20.00)
					25200 · FWT pa...	156.00
					70220 · Social S...	(107.31)
					25300 · FICA Pa...	107.31
					25300 · FICA Pa...	107.31
					70220 · Social S...	(25.10)
					25300 · FICA Pa...	25.10
					25300 · FICA Pa...	25.10
TOTAL						(1,412.28)
Paych...	ACH...	08/19/2021	Michalak, ...		10102 · General...	
					77125 · Commu...	(685.52)
					25200 · FWT pa...	20.00
					70220 · Social S...	(42.50)
					25300 · FICA Pa...	42.50
					25300 · FICA Pa...	42.50
					70220 · Social S...	(9.94)
					25300 · FICA Pa...	9.94
					25300 · FICA Pa...	9.94
TOTAL						(613.08)

**City of El Lago
Check Detail
August 19 through September 1, 2021**

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/19/2021	Paul, Colin		10102 · General...	
					77125 · Commu...	(48.79)
					70220 · Social S...	(3.03)
					25300 · FICA Pa...	3.03
					25300 · FICA Pa...	3.03
					70220 · Social S...	(0.71)
					25300 · FICA Pa...	0.71
					25300 · FICA Pa...	0.71
TOTAL						(45.05)
Paych...	ACH...	08/19/2021	Reitberger,...		10102 · General...	
					74010 · Court Cl...	(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...	08/19/2021	Skelton, Et...		10102 · General...	
					77125 · Commu...	(299.97)
					70220 · Social S...	(18.60)
					25300 · FICA Pa...	18.60
					25300 · FICA Pa...	18.60
					70220 · Social S...	(4.34)
					25300 · FICA Pa...	4.34
					25300 · FICA Pa...	4.34
TOTAL						(277.03)
Paych...	ACH...	08/19/2021	Stokes, Dia...		10102 · General...	
					70100 · Administ...	(731.60)
					25200 · FWT pa...	95.00
					70220 · Social S...	(45.36)
					25300 · FICA Pa...	45.36
					25300 · FICA Pa...	45.36
					70220 · Social S...	(10.61)
					25300 · FICA Pa...	10.61
					25300 · FICA Pa...	10.61
TOTAL						(580.63)
Paych...	ACH...	08/19/2021	Verbeke, Y...		10102 · General...	
					77125 · Commu...	(425.77)
					70220 · Social S...	(26.40)
					25300 · FICA Pa...	26.40
					25300 · FICA Pa...	26.40
					70220 · Social S...	(6.18)
					25300 · FICA Pa...	6.18
					25300 · FICA Pa...	6.18
TOTAL						(393.19)

City of El Lago Check Detail August 19 through September 1, 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Paych...	ACH...	08/19/2021	Wagner, E...		10102 · General...	
					77125 · Commu...	(286.88)
					70220 · Social S...	(17.79)
					25300 · FICA Pa...	17.79
					25300 · FICA Pa...	17.79
					70220 · Social S...	(4.16)
					25300 · FICA Pa...	4.16
					25300 · FICA Pa...	4.16
TOTAL						(264.93)
Paych...	ACH...	08/19/2021	Wagner, N...		10102 · General...	
					77125 · Commu...	(447.93)
					70220 · Social S...	(27.78)
					25300 · FICA Pa...	27.78
					25300 · FICA Pa...	27.78
					70220 · Social S...	(6.49)
					25300 · FICA Pa...	6.49
					25300 · FICA Pa...	6.49
TOTAL						(413.66)
Liabilit...	ACH...	08/19/2021	Mission Sq...	2021-08-19 Payroll	10102 · General...	
				B Klingle	25400 · Pension ...	(114.42)
				B Klingle	25400 · Pension ...	(114.42)
				R. Lewis	25400 · Pension ...	(128.56)
				D. Means	25400 · Pension ...	(50.00)
TOTAL						(407.40)
Liabilit...	ACH...	08/19/2021	EFTPS	74-1612666 Payroll 202...	10102 · General...	
				74-1612666 Payroll 2021...	25200 · FWT pa...	(920.00)
				74-1612666 Payroll 2021...	25300 · FICA Pa...	(203.60)
				74-1612666 Payroll 2021...	25300 · FICA Pa...	(203.60)
				74-1612666 Payroll 2021...	25300 · FICA Pa...	(870.65)
				74-1612666 Payroll 2021...	25300 · FICA Pa...	(870.65)
TOTAL						(3,068.50)
Bill P...	11788	08/31/2021	Barbe, Arm...	Building Inspection Fe...	10102 · General...	
Bill	2021...	08/31/2021		Building Inspection Fees ...	72000 · Building ...	(1,600.00)
TOTAL						(1,600.00)
Bill P...	11789	09/01/2021	Nassau Ba...	2021-09	10102 · General...	
Bill	2021...	09/01/2021		2021-09	73300 · Emerge...	(2,500.00)
TOTAL						(2,500.00)
Bill P...	11790	09/01/2021	Seabrook ...	2021-09	10102 · General...	
Bill	2021...	09/01/2021		2021-09	75300 · Fire Dep...	(13,247.85)
TOTAL						(13,247.85)

City of El Lago
Check Detail
August 19 through September 1, 2021

Type	Num	Date	Name	Memo	Account	Paid Amount
Check	11802	08/23/2021	Hines, Jen...	REFUND on deposit for...	10102 · General...	
Credit ...	2021...	08/22/2021		REFUND-Event Room In...	42530 · Event R...	(500.00)
TOTAL						(500.00)
Bill P...	11803	09/01/2021	Accu-Tech ...	Color Machine Monthly...	10102 · General...	
Bill	29139	08/24/2021		Color Machine Monthly bill	71600 · Office S...	(61.95)
TOTAL						(61.95)
Bill P...	11804	09/01/2021	Hendricks, ...	Bailiff Services 08/17/2...	10102 · General...	
Bill	08-1...	08/17/2021		Bailiff Services 08/17/2021	74410 · Bailiff S...	(75.00)
TOTAL						(75.00)
Bill P...	11805	09/01/2021	Kosar, Rob...	VOID: Incorrect payee	10102 · General...	
TOTAL						0.00
Bill P...	11806	09/01/2021	Leslie's Po...		10102 · General...	
Bill	0493...	08/21/2021		supplies for the swimmin...	77201 · Pool Ch...	(207.87)
Bill	0642...	08/25/2021		supplies for the swimmin...	77201 · Pool Ch...	(123.73)
TOTAL						(331.60)
Bill P...	11807	09/01/2021	Marathon F...	On-Site Service Call	10102 · General...	
Bill	IN00...	08/17/2021		On-Site Service Call	77500 · Fitness ...	(275.00)
TOTAL						(275.00)
Bill P...	11808	09/01/2021	Poolsure	bleach & pool acid	10102 · General...	
Bill	1412...	08/16/2021		bleach & pool acid	77201 · Pool Ch...	(630.00)
TOTAL						(630.00)
Bill P...	11809	09/01/2021	SIGN SHOP	acrylic letters stud mou...	10102 · General...	
Bill	23256	08/24/2021		acrylic letters stud mount...	79700 · Park & ...	(725.00)
TOTAL						(725.00)
Bill P...	11810	09/01/2021	Texas Dep...	Mosquito Spray Licens...	10102 · General...	
Bill	0185...	08/26/2021		Mosquito Spray License ...	73100 · Mosquit...	(75.00)
TOTAL						(75.00)
Bill P...	11811	09/01/2021	Vascik, De...	CRS Study	10102 · General...	
Bill	06-2...	08/20/2021		June 2021 timesheet for...	72001a · CRS St...	(173.00)
Bill	07-2...	08/20/2021		July 2021 timesheet for ...	72001a · CRS St...	(690.00)
TOTAL						(863.00)



CITY OF EL LAGO
MINUTES OF THE AUGUST 18, 2021
REGULAR CITY COUNCIL MEETING & WORKSHOP
411 TALLOWOOD DRIVE, EL LAGO,
TEXAS 77586

1. **Call to Order** Mayor Findley called the meeting to order at 7:00 PM.

2. **Invocation and/or Pledge of Allegiance** – Pledges were conducted.

3. **Declaration of a Quorum**

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

4. **Citizen Comments**

Art Richard of 622 Bayview Drive stated that he was concerned about the wording on the proposed Ordinance 481 which would allow officers to come onto a resident's property.

Gerry Kraynik of 707 Crestwood Drive said that one of the blue reflector lights at the fire hydrant near his home was missing. Mayor Findley stated he would look into replacing it.

Doris Devries of 302 Crestwood Drive requested that the senior activities be reinstated and if the city is unable to fund these, then she requested the information for senior activities be published on the website.

Katie Richey of 207 Confederate Way asked who the Emergency Management Coordinator and Council Liaison to the Coordinator was for the City, and expressed concern that a Shelter in Place was issued and residents were not notified. Mayor Findley informed her that this information could be located on the City's website.

Tiffany Wallace of 711 Crestwood Drive questioned why there is a 4% increase proposed for salaries for city staff and recommended that there be a charge for fitness classes and increased charge for fitness and pool fees to improve incomes. She also questioned the cost of City Celebration. She stated she was not in favor of live streaming meetings and said there is poor communication from the city to the residents. She said she received no notice of a Shelter in Place other than on the City's Facebook page.

Deanna Scott of 109 Bayou View Drive spoke to the way the lifeguards are treated by residents at the pool. She said they are treated poorly. She suggested that a Lifeguard Mom or Dad be considered as an on-call person to be utilized next summer.

Jeff Tave of 302 Pineview Circle stated the number of days before animals will be disposed is too short in the proposed Ordinance 481. He requested that the status of the Lake Arbor property be addressed in the Mayor's next report. He said that there was no excuse for residents to not be notified using Connect CTY about the Shelter in Place. He questioned the cost in the proposed budget for recycling, and he wanted to discourage the increase in tax. The three-minute time mark was then called.

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

5.1. *Report on LPD activity in the City with Call for Service reports for July, 2021* Chief Nunn presented the reports. He suggested that a notice to residents be communicated informing them about door handle checks occurring in the area. Citations are down 12% due to the LPD being

understaffed. He reported that they've added a notice and alert section to the Lakeview Police Department website for residents to gain information about any emergency alerts.

- 5.2. *Report from the Parks Board on all parks and city entrances.* Deanna Scott provided Council information regarding cost to paint the light poles at McNair Park. Labor was \$3139.25 and the cost of paint would be \$85 per gallon. This paint will last up to 30 years. She stated that the bridges in the parks needed to be repaired. She stated that the light for the flagpole at the Bayou View entrance still needs to be installed. She requested a meeting with Councilperson Parette and City Maintenance to discuss the Volunteer Day to address park and playground repairs.

6. Consent Agenda

- 6.1. *Check Detail for checks printed from July 22, 2021 through August 18, 2021.*

Mayor Pro Tem requested to pull the check detail from the consent agenda. Councilperson Michalak made a motion to approve the check detail and Councilperson Parette provided a second. Mayor Pro Tem Vernon asked about the charge for a pool pump. City Secretary Lewis informed her that the pool pump burned out causing a 3-day closure for the pool, and it had to be replaced in order for the pool to reopen. The vote was unanimous to approve the check detail.

- 6.2. *Minutes from the Council Meeting July 21, 2021.*

Mayor Pro Tem Vernon made a motion to approve and Councilperson Parette seconded. The vote to approve included Mayor Pro Tem Vernon, Councilperson Clark, and Councilperson Parette. Councilperson Michalak abstained. Approval passed.

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

Mayor Findley moved the meeting into a Workshop Session at 7:30 PM.

- 7.1. *Discuss proposed FY 2022 budget.* A proposed budget was presented and Council discussed the initial proposal. Some items were requested for inclusion to consider at the next workshop.
- 7.2. *Discuss proposed 2021 tax rate* Council discussed a proposed tax rate of \$0.460534/\$100 which is the voter approval rate. This rate would increase the budget by approximately \$55,000. Mayor Findley informed Council that approving this would simply be a proposed rate allowing for publication notices, but the rate could be less if the Council decided to adopt a lesser rate.

8. Adjourn Workshop Session and move meeting back into Regular Session

Mayor Findley moved the meeting back into Regular Session at 8:52 PM.

9. Mayor's Report

- 9.1. *Mayor Findley to report on the plans for City Celebration scheduled for September 18, 2021.* Mayor Findley reported plans for the City Celebration scheduled for September 18, 2021. He stated that the band is Wake Zone, and there would be inflatables and free hot dogs for the kids. He said that residents could pre-order meal tickets, t-shirts and City flags using the City's website. There would also be a movie in the park showing 'Apollo 13' that evening. He reported that they were working to get the NASA trailer for the event and that Outriggers would be providing food. Mayor Pro Tem Vernon stated there would be a 5K Space Walk the morning of the event with a map of astronauts' homes and they were working on a recorded message from one of the astronauts in space to play at the event, since that astronaut lives in the City.

10. Council Members Reports

- 10.1. *Mayor Pro Tem Ann Vernon to report on the sidewalk repair schedule.* Mayor Pro Tem Vernon reported that Brooks Concrete was opting out of the current contract with the City to repair sidewalks after completing this type of work under contract for the past 2 years. She stated that she planned to go back out for bids and would secure a new contract, however she is able to do work for up to \$50,000 with Council approval before a new contract is negotiated so that she can get some planned repairs completed.

11. New Business

- 11.1. *Consider/Approve through a record vote to adopt a proposed 2021 tax rate of \$0.460808/\$100 which is the voter approval rate, in order to comply with State mandated tax rate notice requirements.* Mayor Findley explained that the voter approved tax rate decreased a bit after the certified rolls were received from HCAD. Councilperson Michalak made a motion to approve a proposed tax rate of \$0.460534/\$100 and there was a second from Mayor Pro Tem Vernon. The vote was as follows:
Darin Clark – Yes
Ann Vernon – Yes
Charles Parette – Yes
Jeff Michalak – Yes
The motion was approved.
- 11.2. *Consider/Approve Resolution 2021-08 approving the repetitive loss area analysis relative to the identification and evaluation of repetitive flood insurance loss claims.* The Floodplain Administrator, Bob Kosar, presented the repetitive loss area analysis and explained that this was the final approval item necessary for the completion of the CRS study. Mayor Pro Tem Vernon made a motion to approve and Councilperson Parette seconded. Approval was unanimous.
- 11.3. *Consider/Approve Resolution 2021-09 declaring certain property as surplus and authorizing the City Secretary to execute sale or dispose of said property.* Mayor Pro Tem Vernon said that the two animal water troughs included in this resolution were used to keep water cold for the annual City Celebration. Councilperson Clark made a motion to approve with the removal of the two animal troughs and there was a second from Councilperson Michalak. The vote to approve was unanimous.
- 11.4. *Consider/Approve Resolution 2021-10 amending previous resolution 2019-11, authorizing the City Secretary to pay monthly, quarterly, and annual bills for the City of El Lago.* Councilperson Michalak made a motion to approve with a second from Councilperson Parette. Approval was unanimous.
- 11.5. *Consider Ordinance 481 repealing Chapter 3 of the Code of Ordinances entitled “Animals” and updating amended rules related to animals, animal control, and dangerous dogs (First reading).* There were no objections to the Mayor not reading the full ordinance. Councilperson Michalak stated that he was working to complete this ordinance and requested written feedback so that he could work on any revisions with the City Attorney. Mayor Pro Tem Vernon requested that a red-lined version be presented for consideration at the second reading.
- 11.6. *Consider/Approve work to be performed on City sidewalks in an amount not to exceed \$50,000.* Councilperson Michalak made a motion to approve the work in an amount not to exceed \$50,000 with Brooks Concrete and Mayor Pro Tem Vernon seconded. The vote was unanimous to approve.

12. Future Agenda Item Requests

Scheduled

Sanitary & Sewer Agreement with WCID 50 - Sep 15th

Fire Inspection Fee Adjustment – Sep 1st

Mayor Findley requested that the Sanitary and Sewer Agreement be moved to reflect that it was an unscheduled item and to place Ordinance 481 on the September 1, 2021 agenda.

13. Adjournment There being no further business, Mayor Findley adjourned the meeting at 9:21 PM.

ATTEST:

Shawn Findley
Mayor

Rachel Lewis
City Secretary

ORDINANCE NO. 264-X

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL LAGO, TEXAS AMENDING ORDINANCE NO. 264, EXHIBIT “B”, SECTION 10, REGARDING THE EFFECTIVE HOURS OF CERTAIN TRAFFIC REGULATIONS DURING HOURS OF THE SCHOOL ZONE AND TO ACCORDINGLY ADJUST RELATED SIGNAGE; MAKING CERTAIN FINDINGS; AND, PROVIDING FOR SEVERABILITY.

* * * * *

WHEREAS, Ordinance No. 264, including its amendments, regulates traffic, parking, and related activities within the boundaries of the City of El Lago (the “City”);

WHEREAS, the City Council of the City (the “Council”) has determined that it would be in the best interest of the health, safety, and welfare of the citizens of the City to impose additional traffic regulations on the streets located nearby the schools operating within the City;

WHEREAS, the hours for certain schools located within the City have changed over time;

WHEREAS, it is the Council’s desire to adjust the hours of certain traffic regulations near schools in order to protect students; and, **NOW THEREFORE:**

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

SECTION 1. THAT, the findings contained in the preamble to this Ordinance are determined to be true and correct and are hereby adopted as part of the Ordinance.

SECTION 2. THAT, Ordinance No. 264, Exhibit “B”, Section 10, is hereby amended by repealing the existing language and replacing such language with the following:

“Section 10. DO NOT ENTER SIGNS located at Whitecap Drive on Bellgrove Drive for eastbound access on Whitecap Drive between the hours of 7:30 a.m. - 8:30 a.m. and 2:30 p.m. - 3:45 p.m. on school days. Huntercrest Drive for southbound access on Les Talley Drive between the hours of 7:30 a.m. - 8:30 a.m. and 2:30 - 3:45 p.m. on school days.”

SECTION 3. THAT, in the event that any provision, section, subsection, sentence, clause, or phrase of this Ordinance or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void or invalid, the validity of the remaining portions of this Ordinance or their application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting this Ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fa by reason of any unconstitutionality, voidability, or invalidity of any other portion hereof, and all provisions of this Ordinance are declared to be severable for that purpose.

PASSED, APPROVED, AND ADOPTED this the _____ day of _____, 2021.

[SIGNATURES ON FOLLOWING PAGE]

SHAWN FINDLEY, MAYOR

ATTEST:

Rachel Lewis, City Secretary

RESOLUTION NO. 2021-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL LAGO, TEXAS CONFIRMING THE ANNUAL REVIEW OF THE CITY OF EL LAGO INVESTMENT POLICY AS AMENDED IN 1999.

* * * * *

WHEREAS, the City Council (the “Council”) of the City of El Lago (the “City”) adopted an investment policy in 1995 (the “Investment Policy”); and

WHEREAS, due to changes in State law, in 1999, the Council amended the Investment Policy in 1999 (the “Investment Policy as Amended in 1999”); and

WHEREAS, the Council is required to review the terms of the Investment Policy as Amended in 1999 no less than annually; and

WHEREAS, the Council has conducted such review and does not find that any changes need to be made to the Investment Policy as Amended in 1999 and the investment strategies contained therein; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL LAGO, TEXAS:

THAT the Council has conducted its annual review of the Investment Policy as Amended in 1999 and that no changes need to be made to the policy or strategies contained therein.

PASSED, APPROVED, AND ADOPTED this the 1st day of September, 2021.

SHAWN FINDLEY, MAYOR

ATTEST:

Rachael Lewis, City Secretary

DIVISION 3. INVESTMENT POLICY^{*}

Sec. 2-113. Definitions.

Unless the context requires otherwise, the terms and phrases used in this division shall have meanings as set forth in this section of this division.

- (1) The term “city” means the City of El Lago, Texas.
- (2) The term “city council” means the city council of the city.
- (3) The term “mayor” means the person elected or appointed to serve as mayor of the city.
- (4) The term “investment officer” means the person currently appointed pursuant to [section 2-116](#) of this division.
- (5) The term “city officials” means the mayor, members of the city council and all officers, employees, and persons and business entities engaged in handling investments for the city.
- (6) The term “employee” means any person employed by the city, but does not include independent contractors or professionals hired by the city as outside consultants.
- (7) The term “pooled fund group” means an internally created fund of the city in which one or more institutional accounts of the city are invested.
- (8) The term “separately invested asset” means an account or fund of the city that is not invested in a pooled fund group.

(Ordinance 293, sec. 1(1.1, 1.2), adopted 11/6/95; Ordinance 319, sec. 1(1.1, 1.2), adopted 12/6/99)

Sec. 2-114. Depository designation.

The city will designate one (1) banking institution as its central bank and depository for the city’s funds through a process of competitive bidding as required by the provisions of V.T.C.A. Local Government Code Section 105.001 et seq. and shall enter into a depository services contract, for a period not to exceed five (5) years, with such depository bank. The city’s depository will be used for all normal banking services including disbursements, deposits, controlled disbursements and safekeeping of securities. Other banking institutions from which the city may purchase certificates of deposit will also be designated after any of said banking institutions provide their latest audited financial statements to the city. The city’s depository services contract shall be reviewed by the city council on an annual basis to ensure that all provisions of state law and of this investment policy are being complied with. (Ordinance 293, sec. 1(2.1), adopted 11/6/95; Ordinance 319, sec. 1(2.1), adopted 12/6/99)

Sec. 2-115. Purpose.

This investment policy has been adopted to comply with the Public Funds Investment Act. The purpose of this policy is to:

- (1) Adopt rules and regulations which clearly set forth the city’s investment strategy for each of the funds or accounts under its control, emphasize safety of principal and liquidity, and address investment diversification, investment limitations, investment yield and maturity, and the quality and capability of investment management;
- (2) Specify the scope of authority of those officers or employees of the city designated to invest city funds and designate one (1) or more officers or employees of the city to be responsible for the investment of such city funds; and
- (3) Provide for periodic review of the investment of city funds.

(Ordinance 293, sec. 1(3.1), adopted 11/6/95; Ordinance 319, sec. 1(3.1), adopted 12/6/99)

Sec. 2-116. Investment officer and management.

- (a) The mayor or his designee as approved by city council shall be and is hereby appointed the investment officer for the city. This appointment automatically transfers to each successive mayor. The investment officer is hereby authorized to provide for the deposit, withdrawal, investment, transfer, and management of all funds of the city. The investment officer and the treasurer of the city are responsible for the investment of city funds.
- (b) The investment officer and the treasurer of the city shall attend at least one (1) training session relating to their responsibilities within twelve (12) months after taking office or assuming duties and shall

attend an investment training session not less than once in a two-year period and receive not less than ten (10) hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the city council. Training under this subsection must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio and compliance with the Public Funds Investment Act.

(c) The investment officer and the city's treasurer shall have appropriate experience in the investment and reinvestment of public funds. The city also recognizes that it may take advantage of professional investment advice by investing in investment pools.

(d) Should the investment officer have a personal business relationship with a business organization offering to engage in an investment transaction with the city, the investment officer shall be required to file a statement with the city disclosing that relationship. For purposes of this investment policy, the investment officer has a personal business relationship with a business organization if:

(1) The investment officer owns ten (10) percent or more of the voting stock or shares of the business organization or owns five thousand dollars (\$5,000.00) or more of the fair market value of the business organization;

(2) Funds received by the investment officer from the business organization exceed ten (10) percent of the investment officer's gross income for the previous year; or

(3) The investment officer has received from the business organization during the previous year investments with a book value of two thousand five hundred dollars (\$2,500.00) or more for the personal account of the investment officer.

(Ordinance 293, sec. 1(3.2), adopted 11/6/95; Ordinance 319, sec. 1(3.2), adopted 12/6/99)

Sec. 2-117. Authorized investments.

The following types of instruments, and no others are authorized investments for the city:

(1) Obligations of or guaranteed by the United States or its agencies and instrumentalities not to exceed two (2) years to stated maturity;

(2) Direct obligations of the State of Texas or its agencies and instrumentalities;

(3) Certificates of deposit which meet the requirements of Section 2256.010 of the Texas Government Code and do not exceed one (1) year to stated maturity;

(4) Bankers acceptances which meet the requirements of Section 2256.012 of the Texas Government Code not to exceed two hundred seventy (270) days to stated maturity;

(5) Commercial paper rated A-1 or P-1 or an equivalent rating by at least two (2) nationally recognized credit rating agencies or one (1) nationally recognized credit rating agency if fully secured by an irrevocable letter of credit from a national or state bank, not to exceed two hundred seventy (270) days to stated maturity;

(6) Repurchase agreements which meet the requirements of Section 2256.011 of the Texas Government Code;

(7) No-load money market mutual funds which meet the requirements of Section 2256.014 of the Texas Government Code and are fully insured; and

(8) Investment pools which meet the requirements of Sections 2256.016 through 2256.019 of the Texas Government Code as authorized by city council as provided therein. City council confirms hereby its prior authorization for city participation in the Texas Local Government Investment Pool.

(Ordinance 293, sec. 1(3.3), adopted 11/6/95; Ordinance 319, sec. 1(3.3), adopted 12/6/99)

Sec. 2-118. General investment principles.

(a) The investment policy of the city is to invest city funds only in instruments which maintain the principal and liquidity of city funds to the extent necessary for city activities. Yield earned on city funds is a secondary consideration compared to safety of principal and liquidity. After safety of principal and liquidity needs are met, the city may invest in instruments which provide the highest yield, except when yield must be limited to comply with any limitations on the investment of city funds imposed in connection with the issuance of bonds in order to comply with the provisions of Section 148 of the Internal Revenue Code of 1986, as amended, or any regulations or rulings pertaining thereto.

(b) Diversification. The city will continuously attempt to diversify its portfolio to reduce risk. The portion of its investment portfolio invested in direct obligations of the U.S. Government or certificates of deposit insured by the Federal Deposit Insurance Corporation will be diversified in terms of maturity. If the portion of the city's portfolio invested in obligations of federal agencies and instrumentalities exceeds five hundred thousand dollars (\$500,000.00), the city will attempt to invest in instruments issued by more than one agency or instrumentally and in instruments of various maturities. The city will not invest more than five hundred thousand dollars (\$500,000.00) in a certificate of deposit or deposits issued by the same financial institution. The city recognizes that by investing city funds in investment pools, it can diversify its portfolio because each participant in the pool has a pro rata share of a number of instruments.

(c) Maturity. The city will not invest in an obligation which matures more than two (2) years from the date of purchase.

(d) Standard of care. All investments shall be made with the judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.

(Ordinance 293, sec. 1(3.4), adopted 11/6/95; Ordinance 319, sec. 1(3.4), adopted 12/6/99)

Sec. 2-119. Investment strategies.

Funds in the following city accounts shall be invested by the investment officer as follows:

(1) Operations funds. The operations funds, including all funds containing monies obtained from the Metropolitan Transit Authority of Harris County, Texas ("METRO") and earmarked for specific municipal transportation and related purposes by METRO, are used for the operations and maintenance needs of the city. The highest priority for these accounts are safety of principal and liquidity; when these are met, yield is considered. An amount equal to two (2) months of normal operational costs must be kept extremely liquid for normal uses; the amount in excess of two (2) months of normal operational costs should be kept in investments that may be liquidated easily if the need arises. The city's general principles for diversification and maturity apply to these accounts.

(2) Debt service fund. The debt service fund is used to pay the city's outstanding debt obligations. The highest priority for this account is safety of principal. Since the city knows the amount of its debt service and when it becomes due, investments for this account should be structured so that they match debt service needs. When safety of principal and liquidity to match debt service are assured, yield is considered. Since city funds in this account may not be needed for a year or more, longer-term instruments should be considered, within the general principle for maturity set forth in this investment policy, to increase yield. Since the amount of city funds in this account will probably be quite large, diversification of investments may be necessary and the city's general principle on diversification should be used. Since investment pools are short-term in nature, they would normally be used for city funds in this account only for the time gaps between longer-term investments; however, on some occasions the yield of these funds is higher than longer-term investments, so their use should not be circumscribed.

(Ordinance 293, sec. 1(3.5), adopted 11/6/95; Ordinance 319, sec. 1(3.5), adopted 12/6/99)

Sec. 2-120. Notification of parties seeking to sell investments to the city.

(a) A written copy of this investment policy shall be provided to any person seeking to sell an investment to the city.

(b) The registered principal of any organization seeking to sell an investment to the city shall execute a written instrument, substantially in the form of Exhibit "A" attached hereto, to the effect that the registered principal has:

(1) Received and thoroughly reviewed the investment policy of the city; and

(2) Acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the city and the organization.

(c) The city may not buy any securities from a person who has not delivered an instrument in the form described in subsection (b).

(Ordinance 293, sec. 1(3.6), adopted 11/6/95; Ordinance 319, sec. 1(3.6), adopted 12/6/99)

Editor's note – Exhibit "A" is not set out at length herein, but is available for examination in the offices of the city.

Sec. 2-121. Internal management reports; investment transactions; audits and reviews.

- (a) Submission of written report required. Not less than quarterly, the investment officer shall prepare and submit to the city a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period.
- (b) Contents of report. The report must:
- (1) Describe in detail the investment position of the city on the date of the report;
 - (2) Be prepared by the investment officer;
 - (3) Be signed by the investment officer;
 - (4) Contain a summary statement for each pooled fund group that states the beginning market value for the reporting period, additions and changes to the market value during the period, and ending market value for the period;
 - (5) State the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested;
 - (6) State the maturity date of each separately invested asset that has a maturity date;
 - (7) State the account or fund or pooled fund group for which each individual investment was purchased; and
 - (8) State the compliance of the investment portfolio of the city as it relates to the city's investment strategies, and relevant provisions of the Public Funds Investment Act.
- (c) Quarterly presentation. The report shall be presented not less than quarterly to the city within a reasonable time after the end of the period.
- (d) Settlement of investment transactions. All city investment transactions, except for those transactions in which city funds are directly invested in investment pools or mutual funds, shall be settled on a delivery versus payment basis.
- (e) Annual compliance audit. The city, in conjunction with its annual financial audit, shall perform a compliance audit of management controls on investments and adherence to the city's established investment policy.
- (f) Initial and annual review. The city council has reviewed this investment policy and the investment strategies contained herein and shall review said policy and strategies not less than annually. This review shall be accomplished by the annual adoption of a resolution by the city council stating that the council has reviewed its current investment policy and investment strategies. The resolution shall also reflect any changes made to the investment policy and the investment strategies.

(Ordinance 293, sec. 1(3.7), adopted 11/6/95; Ordinance 319, sec. 1(3.7-3.10), adopted 12/6/99)

RESOLUTION 2021-12

A RESOLUTION CONFIRMING THE APPOINTMENT OF AN EMERGENCY MANAGEMENT COORDINATOR AND SETTING COMPENSATION, WHERE APPLICABLE.

* * * * *

WHEREAS, Ordinance No. 257 of the City of El Lago, Texas, provides for the appointment by the Mayor of an Emergency Management Coordinator; and

WHEREAS, Ordinance No. 257 also provides that such appointments shall be confirmed by resolution of the City Council; and

WHEREAS, Ordinance N. 257 also provides that the compensation of the appointees, where applicable, shall be set by the City Council; and

WHEREAS, the Mayor proposes the following appointment be confirmed for the Mayor's term:

- 1) Emergency Management Coordinator – Darin Clark; No compensation.

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

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

Shawn Findley, Mayor

ATTEST:

Rachel Lewis, City Secretary

RESOLUTION 2021-13

A RESOLUTION APPOINTING CITY OF EL LAGO COMMISSIONERS OF THE LAKEVIEW POLICE BOARD OF COMMISSIONERS.

* * * * *

WHEREAS, the Board of Commissioners administering the affairs of the Lakeview Police Department is made up of two Commissioners and an Alternate Commissioner from each of the cities of El Lago and Taylor Lake Village; and

WHEREAS, Michael O’Brien and Jeff Corbin are eligible and willing to continue to serve as Police Commissioners; and

WHEREAS, Rob O’Donel is eligible and willing to serve as Alternate Police Commissioner; and

WHEREAS, the Interlocal Cooperative Agreement between the Cities of El Lago and Taylor Lake Village for the formation of the Lakeview Police Department provides that the Chairmanship of the Board of Commissioners shall be alternated annually between the two cities; and

WHEREAS, the City of El Lago provided the Chairperson of the Lakeview Police Board of Commissioners during the period October 1, 2021 through September 30, 2022.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of El Lago, Texas that the following appointments are confirmed;

1. Michael O’Brien to serve as Police Commission Chairperson beginning October 1, 2021
2. Jeff Corbin to serve as Alternate Police Commissioner beginning October 1, 2021
3. Rob O’Donel to serve as Police Commissioner beginning October 1, 2021.

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

Shawn Findley, Mayor

ATTEST

Rachel Lewis, City Secretary