



## CITY OF EL LAGO

MINUTES OF THE SEPTEMBER 4, 2019  
REGULAR CITY COUNCIL MEETING  
411 TALLOWOOD DRIVE, EL LAGO,  
TEXAS 77586

1. **Meeting Call to Order** – Mayor Skelton called the meeting to order at 7:04 P.M.
2. **Invocation and/or Pledge of Allegiance** – Mayor Skelton led the pledges to the American and Texas flags.
3. **Declaration of a Quorum**

**PRESENT:**

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

**ABSENT:**

Councilperson Jeff Michalak

4. **Citizen Comments**

**Corrine Pool of 1210 Woodland Drive** reported that she and several neighbors had previously complained about the house at 1202 Woodland Drive due to the yard being overgrown and seeing rats entering the property. She stated there is a concern for the negative effect it is having on property values and is requesting that if nothing else, a group of volunteers help clean up the yard.

Mayor Skelton thanked her for bringing it back to his attention and noted this will be a future agenda item.

**Art Richard of 622 Bayview Drive** stated that he would see about getting CERT volunteers together to help with the 1202 Woodland property.

**Jeff Tave of 302 Pine View Circle** said he fears that the proposed building permit fees may be a significant increase over the previous fee schedule and suggested that a comparison be done. He also asked about the value to the residents of the permits regarding contractors who are already registered with the city and said he did not understand what the residents are getting out of the cost of these permits. Mr. Tave stated he didn't receive an inspection on an air conditioning job that was done at his home.

Mayor Skelton stated that these costs do offset the cost of inspections and the value is ensuring that contractors are complying with the City's building code.

**Joan Schneck of 522 Seaway Drive** discussed National Night Out and expressed that she has not yet heard when this will take place this year. She stated that the event usually takes place the first Tuesday in October and requested that it be done early such as from 5 pm to 8 pm this year to accommodate families with kids who has school the next day. Mayor Skelton stated that the City will let her know when this is to be held.

**Ralf Toennies of 218 Bayou View Drive** expressed a concern about the resulting littering from plastic bags that are being used for newspapers thrown in the residents' yards. He stated that many areas have banned plastic bags and he requested the City pass an ordinance banning the use of these in El Lago.

**Kathy Hefe of 1107 Woodlawn Drive** discussed her concerns about many neighbors not taking care of their yards and requested to know the City addresses this. She also expressed concern with the 1210 Woodland house. Mayor Skelton explained that there are city ordinances regarding front yards and that if violated, citations are issued and the court decides what penalties are imposed. If fines are imposed and they are not paid, then a warrant is issued.

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

- 5.1. *Report on fire services in El Lago (Chief Andy Gutacker)* Reported there were 4 calls in El Lago in August and all were fire related, no medical calls. He also reported that the City of Seabrook is proceeding with their own EMS services which will have no effect on El Lago.
- 5.2. *Report by Emergency Management Coordinator (Tom Merchant)* Written report attached.
  - 5.2.1. *Mitigation Action Plan*
  - 5.2.2. *Preparation of the Emergency Management Reference Manual*
  - 5.2.3. *Preparation of the Emergency Operation Procedure Manual*
- 5.3. *Update on grant for flood mitigation by (Bob Kosar)* Reported that grants were announced on 8/26/2019 and the application submission deadline is 1/31/2020, and that all monies spent starting now should be tracked and accounted for in order to receive reimbursement. The contract with Jeff Ward & Associates has been signed and a resident informational meeting will be held at City Hall on September 12<sup>th</sup> at 7:00pm. Letters were sent out to residents noted as having severe or repetitive losses inviting them to the meeting. The meeting will be advertised to residents on the website through social media and by robocalls as well.
- 5.4. *Parks Board budget request (Deanna Scott)* – No report was given
- 5.5. *Upcoming CERT events by CERT Team Coordinator (Art Richard)* Reported there is a free CERT training program which will take place on Thursdays from September 26<sup>th</sup> through November 14<sup>th</sup> at 3001 N. 23<sup>rd</sup> Street in La Porte, Texas. Classes will be from 6:30-9:30 pm each Thursday.

## 6. Councilmembers' Reports

- 6.1. *Councilperson Findley to report on development of a new Building Permit Fee Schedule* – Reported that he is in the process of comparing fee schedules with other cities.
- 6.2. *Mayor Pro Tem Vernon to report on streets and sidewalk repairs* – Reported that additional areas to be repaired this fiscal year are being evaluated.

## 7. Consent Agenda

- 7.1. *Check Detail for checks printed from August 22, 2019 through September 4, 2019*
- 7.2. *Minutes from the Council Meeting of August 21, 2019*
- 7.3. *Minutes from the Council Workshop of August 29, 2019*

Mayor Pro Tem Vernon made a motion to approve the consent agenda and Councilperson Findley seconded. All voted in favor and the motion passed.

## 8. Old Business

- 8.1. *Discuss/Approve paying \$2,650 above the quoted amount for additional plumbing work on the McNair Park Restroom which was left out of initial drawings supplied by CTX*  
No additional information was received and so no action was taken.

## 9. New Business

- 9.1. *ORD 460 amending the provision of Chapter 4 Building Regulations Sec 4-41 (6) and replacing Chapter 6 Fire Prevention and protection of the Code of Ordinances, by adopting the 2015 International Fire Code and all of its appendices.* Councilperson Clark motioned to approve and Councilperson Kuehnel seconded. The motion passed by unanimous decision.
- 9.2. *Discuss/Approve Resolution 2019-11 authorizing and directing the City Secretary of the City of El Lago, Texas to pay, upon receipt, all reoccurring bills for the City.* Mayor Pro Tem Vernon motioned to approve and Councilperson Findley seconded. All voted in favor.
- 9.3. *Approve proposed tax increase for Ad Valorem maintenance and operations tax rate at .46206 per \$100 valuation and proposed debt tax rate of .06079 per \$100 valuation for a total tax increase rate of .52285 per \$100 valuation.* Councilperson Kuehnel motioned to approve and Councilperson Findley seconded. Mayor Pro Tem Vernon stated that over the years the costs of city facilities and all of the services that are offered to the residents have increased but the budget has not kept up. Therefore it is unfortunate but necessary to have such a significant increase this year. All voted unanimously in favor.
- 9.4. *Approve proposed budget with total maintenance and operation expenses of \$1,252,231.90 and debt expense of \$148,958.00.* As discussed previously, the Dues and Subscriptions have increased so Mayor Pro Tem Vernon motioned to approve with an amended total expense amount of \$2,207,624.75 resulting in an amended net income expense of \$306.06 and Councilperson Clark seconded. All voted in favor and thus the motion passed.

10. Future Agenda Item Requests – The following items remained on the agenda as topics for future discussion:

City Treasurer

5 Year Spend Plan

Building Permit Ordinance

Laserfiche (Document Management Software)

Garage Sale regulations

Bull Bag regulation

Update of personnel policy

11. Adjournment – There being no further business, Mayor Skelton adjourned the meeting at 8:16 p.m.



John Skelton  
Mayor

ATTEST:



Rachel Lewis  
Acting City Secretary