

**CITY OF EAGLE LAKE  
CITY COUNCIL MINUTES  
JULY 27, 2021**

**TIME: 7:00 P.M.**

**PLACE: Municipal Building**

**A. Call Meeting to Order.**

The City Council of the City of Eagle Lake convened in regular session and allowed public attendance via in-person, zoom and telephonic means on the 27<sup>th</sup> day of July 2021, with the following members present:

Mayor:	Mary Parr
Alderwomen:	Rene Cooper GayeLynn Thomas
Aldermen:	Michael Cooper Larry Contreras John Young
City Manager:	Melissa Landin
City Secretary:	Lina Ferguson

**B. Pledge of Allegiance.**

**C. Invocation.**

Chief Federico Garza Jr. delivered the invocation.

**D. Public Comments: Any person may comment on any subject, but Council must limit any discussion to placing the items on a future City Council agenda for discussion and/or action. (Comments made under this agenda item are limited to three (3) minutes per person. City Council members are excluded from public comments. This is in accordance with the Texas Open Meetings Act.)**

None.

**E. Consent Agenda**

*All the following items on the Consent Agenda are considered to be routine and will be enacted with one motion. There will be no separate discussion of these items unless requested by the Mayor or a Council Member, in which event the item will be removed from the Consent Agenda and considered separately.*

1. Previous Minutes – July 13, 2021 Workshop and July 13, 2021 Regular Meeting.
2. Payment of Accounts.

Alderman M. Cooper made the motion to approve the minutes of the July 13, 2021 workshop and July 13 regular meeting as presented. The motion was seconded by Alderwoman R. Cooper and it carried with all members voting AYE.

**F. Items for Discussion and Action**

**3. Presentation and Acceptance of Financial Report for Fiscal Year 2019-2020. – Melissa Landin, City Manager**

Greg Trliceck of Trliceck & Company, P.C., was present to discuss the summary of the Annual Financial Report for the Fiscal Year 2019-2020. Mr. Trliceck reported that the City received a clean opinion, and the fund balance has increased. There were no compliance issues and a management report for internal controls was provided. Alderman M. Cooper made the motion to approve the Annual Financial Report for Fiscal Year 2019-2020 as presented. The motion was seconded by Alderman Contreras and it passed with all members voting AYE.

**4. Presentation and Discussion on Nine-month Fiscal Year 2020-2021 Budget Report. – Melissa Landin, City Manager**

City Manager Melissa Landin reviewed the Nine-month Fiscal Year 2020-2021 Budget Report with Council. Items discussed included the revenues and expenditures in the general fund, airport fund, utility fund, debt fund and community development fund. Currently, the budget is at 75 percent. The total revenue for the general fund is at 82.32 percent which is slightly above the anticipated revenue and total expenditures is at 63.61 percent. The total revenue for the airport fund is at 58.56 percent and total expenditures is at 19.39 percent. The airport fund is under anticipated in the revenue and expenditures. The total revenue for the utility fund is at 69.79 percent and total

expenditures is at 56.75 percent. The solid waste provider will be passing a 3 percent CPI increase which will need to be budgeted for 2021-2022.

The total revenue for the debt service fund is at 69.79 percent and total expenditures is at 92.69 percent. This is for the 2012 bonds that mature in 2023. The community development fund is the manhole grant that has been closed out. The fixed asset fund is the 5 percent increase from the gross utility revenue. The Home Program just started so there are no expenses. There will be 10 homes to be approved out of 29 applicants for the upcoming year.

**5. Presentation and Discussion on Proposed Fiscal Year 2021-2022 Budget.** – Mike Martinez, Budget Officer

Budget Officer Mike Martinez presented and reviewed the draft of the 2021-2022 annual budget. This is a working draft that reflects increases and decreases in the listed departments detailed in the budget. A 2% CPI increase is reflected in expenses and most revenue; while current sales taxes reflect a 10% increase. All transfers will remain the same; until a transfer policy/formula is adopted. A list of the franchise fees was provided for review with anticipated revenue. Mr. Martinez advised that some general ledger accounts will be renamed or deleted if not in use. An actual schedule of city utilities was presented to provide actual expenses. Administration will be researching different options for postage and utility bill printing.

Police department: There was a request for two new positions and that is still in discussion; salary charts will be prepared; increase in uniforms and training; will review Texana contract to eliminate those additional costs; and remove the canine expense. Will engage with TxDOT to seek additional funds through grants.

Fire department: The budget allocation is consistent from previous years. A meeting is still pending with the fire chief. The allocation for the roof will remain the same until further information is received. The allocation for the fire truck CD and fire compressor (4 of 5 payment) will be included.

Streets and drainage: The budget allocation is consistent from previous years. Several general ledger codes will be renamed or deleted.

Parks & Recreation: An allocation for a new part-time position for a parks and recreation coordinator; an increase in Revitalize Eagle Lake was made to match the revenue; and request swimming pool re-plastering. Additional requests include the post office roof and office printing system.

Utility fund: Currently expenses are over revenue and will adjust revenue to anticipate previous two-year actual average with a 3.5% CPI. New water meters are anticipated to be installed by the end of 2021 and will be paid with funds received from the American Rescue Plan allocation. Propose to consolidate the allocations for the two emergency equipment GL codes.

Debt services: The principal and interest payments slightly increased for 2022. Presented bank rate information to review the decrease in interest rates.

Contingency fund: Decrease interest earned on investments due to the rates.

Airport fund: Thru-the-fence fees revenue was decreased due to a property with an outstanding balance; hangar rental fees were increased; and late payments and deposits will be required. Will evaluate different assets in the airport fund.

Fixed asset fund: 5% allocation of gross water and sewer sales will be processed quarterly for future infrastructure projects.

**6. Report on Certification of Appraisal Roll for City of Eagle Lake.** – Melissa Landin, City Manager

The Certification of Appraisal Roll for the City of Eagle Lake was presented to Council. The report lists property taxable by the City and constitutes the estimated appraisal roll for the City of Eagle Lake. For 2022, total assessed value of \$129,346,672; less exemptions -\$4,451,938; and Net Taxable Value of \$124,849,734.

**7. Discussion and Action on Approval to Submit Grant Application to LCRA for the Community Development Partnership Program.** – Melissa Landin, City Manager

City Manager Landin reported that the city would like to acquire bids for the swimming pool re-plastering project and submit a grant application to LCRA for the Community Development Partnership Program. Applicants requesting more than \$5,000 in grant funding must supply

matching funds of at least 20 percent of the total project cost. Alderman M. Cooper made the motion to approve the request to submit a grant application to LCRA for the Community Development Partnership Program. The motion was seconded by Alderwoman R. Cooper and it passed with all members voting AYE.

**8. Discussion and Action on Approval to Submit Grant Application for the Selective Traffic Enforcement Program (STEP) Grant with the Texas Department of Transportation.** – Melissa Landin, City Manager

Alderman Contreras made the motion to approve submittal of grant application for the Selective Traffic Enforcement Program (STEP) Grant with the Texas Department of Transportation. Alderwoman Thomas seconded the motion and it passed with all members voting AYE.

**9. Discussion and Action on Dissolving the Electrical Advisory Board.** – Melissa Landin, City Manager

Alderman M. Cooper made the motion to dissolve the Electrical Advisory Board. Alderwoman R. Cooper seconded the motion and it carried with all members voting AYE.

**10. Discussion and Action on Appointments to Various Committees, Boards and Positions.** – Mary Parr, Mayor  
-Board of Adjustment (2)

Alderman M. Cooper made the motion to accept the appointments as recommended. The motion was seconded by Alderman Contreras and it carried with all members voting AYE.

Board of Adjustment:	Mary Parr	Eve Lucas
	Rene Cooper	Wilbert Williams
	Michael Cooper	Jeff Cunkelman
	GayeLynn Thomas	Denise Marburger
	Larry Contreras	Paul Supak
	John Young	Kurt Sunderman

**11. Discussion and Action on Approval of Resolution No. R2021-09 Amending Resolution No. R2020-08, SECTION 2 Pertaining to City Manager Salary.** -- Melissa Landin, City Manager

Alderman M. Cooper made the motion to approve Resolution No. R2021-09 Amending Resolution No. R2020-08, SECTION 2 Pertaining to City Manager Salary. The motion was seconded by Alderwoman R. Cooper and it passed with all members voting AYE.

The resolution is numbered R2021-09, and its caption reads “RESOLUTION OF THE CITY OF EAGLE LAKE, TEXAS, AMENDING RESOLUTION R2020-08, SECTION 2 ON APPOINTING A CITY MANAGER FOR THE CITY OF EAGLE LAKE, TEXAS, AND ESTABLISHING THE ANNUAL SALARY”.

**G. PRESENTATION AND DISCUSSION OF REPORTS.** – Melissa Landin, City Manager

**12. Administration**

- Draft Rules of Procedure for City Council: To Be Updated.
- Salary Chart/Salary Ranges/Employee Evaluations Due July 29 – Annual evaluations are being completed by department heads.
- FEMA.
- American Rescue Plan Act of 2021. RFP Deadline July 26 – Received four submittals and those will be reviewed.
- HOME Program Update: Lottery Letter Mailed to 29 Applicants – All lottery letters were mailed to 29 applicants with the availability of 10 homes.

**7. Public Works**

- Water Meters – Once the administrative services management selection is made then they will manage the RFP for the meters.
- Swimming Pool: Red Cross Lessons and Water Aerobics – Red Cross lessons and water aerobics are taking place.

**8. Police Department**

- CopSync Training July 27-28 – Cancelled due to COVID and will be rescheduled.
- PD Sergeant Vacancy – Accepting applications and an internal review process is taking place.
- K-9 Beny 4 – Retirement process has started, and a retirement ceremony will be held.
- Computers/Tablets Install – Completion is near.
- TCOLE Training – Training is due at the end of August.
- Mental Health Transports – Averaging about two a week.

**9. Fire Department**

- Building Donation for Training Facility Update.

- Fire at 700 Block of McCreary – Currently a fundraiser for the Lugo family.
- 10. **Airport**
  - Airport Agreements and Procedures: Ongoing.
  - 39<sup>th</sup> Annual Texas Aviation Conference August 4-6 – Alderman M. Cooper and City Manager Landin will be attending.
  - Airplane Crash at Airport – Small aircraft had a rough landing adjacent to the airport. No injuries occurred.
- 11. **Code Enforcement/Inspections.**
  - Weedy Lots, Junked Vehicles and Trash.

#### H. **Council Reports**

- Expressions of thanks, congratulations, or condolences;
- Information regarding holiday schedules;
- An honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision;
- A reminder about an upcoming event organized or sponsored by the governing body;
- Information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the political subdivision; and
- Announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

Alderwoman Young stated that he received thanks from a resident about the pool being open and the water aerobics.

Alderwoman Thomas expressed kudos to pool manager Angela Spencer and her team for all activities taking place at the pool.

Alderwoman R. Cooper echoed what Alderman Young stated about the water aerobics. She congratulated Alderman Young on becoming a grandpa. Ms. Cooper also echoed what Mayor Parr announced about the Delta Variant.

Alderman M. Cooper expressed appreciation on behalf of the Lions Club for being back in the community center.

Mayor Parr announced that there is a big concern about the rapid increase in COVID that poses an imminent threat to the public health. The Delta Variant strain is more aggressive, and the main defensive is vaccinations. Thank you was expressed for the meals on Mondays and Wednesdays.

#### I. **Future Agenda Items**; List of additional agenda items to provide the City Manager for future Council meetings – without discussion and taking no action.

None.

#### J. **Adjournment.**

There being no further business on the meeting's agenda, Mayor Parr declared the meeting adjourned.

  
 \_\_\_\_\_  
 MARY PARR, MAYOR

ATTEST:

  
 \_\_\_\_\_  
 LINA FERGUSON, CITY SECRETARY