

**City of Houston Lake**  
**Official Minutes of the Council Meeting**  
**July 10, 2017**

The Council of the City of Houston Lake met in regular session on July 10, 2017 at City Hall. The following members were present: Mayor Pam Freese, Alderman Joyce Kullman, Alderman Nick Jackalone, Alderman Phil Otte. Alderman Evadene Judge

**1. Opening Session**

- The meeting was called to order at 7:30 p.m. by Mayor Freese.

**2. Public Discussion**

- Sharon DeLaFuenta, has reviewed the letter from attorney referencing repairs made on the bridge. Ms. DeLaFuenta stated that clarification may need to be made in communication with the attorney. She voiced her concerns with safety due to increase traffic since the bridge has been closed.
- Craig Sovereign stated that he had no concerns with bridge closing and finds no additional issues with keeping the bridge closed.
- Joe Chepren discussed that the efforts to reopen the bridge has caused conflict on both sides of the bridge reopening project. Mr. Chepren explained that the bridge plan cannot be addressed any further until other actions have taken place.

**3. Minutes June 12, 2017 and June 19, 2017**

- Mayor asked for an approval of the June 12, 2017 minutes and the June 19, 2017 Special Session minutes  
Alderman Kullman motioned, Alderman Jackalone seconded the motion.  
Roll call-Aye: Jackalone, Kullman, Otte, Judge                      Opposed: None  
Motioned passed

**4. Building/Burn Permit**

- Mayor announced permit inspection approved for Teena Robin-Walker, 5336 Houston Lake Drive- Inspection completed - Permit was approved at last meeting
- Mayor announced a burn permit renewal request for Phil Otte, 5509 NW Adrian  
Alderman Kullman motioned, Alderman Jackalone seconded the motion.  
Roll call-Aye: Jackalone, Kullman, Judge      Otte-No Vote      Opposed: None  
Motioned passed

**5. Treasurer's Report**

- Mayor asked for motion to approve the Treasurer's report showing a balance \$366,263.31  
Alderman Jackalone motioned, Alderman Kullman seconded the motion.  
Roll call-Aye: Jackalone, Kullman, Otte, Judge                      Opposed: None  
Motion passed

## **6. Collector's Report**

- No concerns with report. Report included with meeting packet

## **7. Resolution 07.10.17 (Paybills)**

- Mayor asked for a motion to approve paybills 7.10.17  
Alderman Otte motioned, Alderman Jackalone seconded the motion.  
Roll call-Aye: Jackalone, Kullman, Otte, Judge                      Opposed: None  
Motion for Resolution 07.10.17 passed.

## **8. Emergency Management-Fire Department**

- No Report at this time

## **9. Police Report**

- No Report at this time

## **10. Fire Department Report**

- No Report at this time

## **11. Codes' Enforcement Report**

- Cathy Grove, Code Enforcement Report presented the codes report June 2017. Report included with meeting packet

## **12. City Administrator Report**

- Joe Chepren explained that is currently working with the road work team to begin road work in Houston Lake. Mayor Freese asked for a notice to go out with information about street closings to the community with assistants from the Aldermen.

## **13. Venetian Gardens' Homes Association Report**

- Joe Chepren shared that he would like to see more staff members attending the Home Association Meetings.

## **14. Old Business**

- Mayor asked for a motion to table the budget approval for next council session  
Alderman Kullman motioned, Alderman Otte seconded the motion.  
Roll call-Aye: Jackalone, Kullman, Otte, Judge                      Opposed: None  
Motion passed.
- Jan Jackalone inquired about becoming a grant writer for the City of Houston Lake.  
Mayor explained a budget item will need to be approved by the Alderman. Ms.  
Jackalone will present additional information regarding the process of grant applications  
before budget approval.

### **15. New Business**

- Mayor presented the 3 bids that were received for replacement of the air conditioning unit at city hall. The air unit is 32 years old and is failing.
- Mr. Chepren asked about the budget selected for repairs and if replacement is the only option.
- Mayor asked for a motion to approve replacement of air conditioner unit at a cost not to exceed \$7,000.00

Alderman Otte motioned, Alderman Kullman seconded the motion.

Roll call-Aye: Jackalone, Kullman, Otte, Judge

Opposed: None

Motion passed.

### **16. Reports from Alderman**

#### **Alderman Jackalone-No Report**

#### **Alderman Kullman- No Report**

**Alderman Otte-** Stated that he would like to establish an updated Home Owner Association welcome packet. Jan Jackalone would like to propose a welcome committee from the HOA.

-He would like to thank the volunteers that worked on the flower bed at City Hall

-Thanked Jean Anderson for her work on the City website.

-Acknowledged Mayor Freese and all the extra duties that she has taken on.

-Thanked Joe Chepren for his work regarding City business.

#### **Alderman Judge-No Report**

### **17. Mayors report**

-No report at this time

### **18. Adjournment**

- Mayor Freese asked for a motion to adjourn the meeting.

Alderman Kullman motioned, Alderman Jackalone seconded the motion.

Roll call-Aye: Jackalone, Kullman, Otte, Judge

Opposed: None

The meeting was adjourned at 8:37 p.m.

### **Next Council Meeting**

August 14, 2017 at 7:30pm.