CITY OF SANDY OAKS, TX

COUNCIL MEETING MINUTES

August 13, 2015

INTRODUCTION

The meeting was called to order by Mayor Pro-tem Earnest Gay at 6:36p.m. at the Lakeside Lodge Braunig RV Park.

OPENING CEREMONIES

The invocation was given by Alderman Tomasini, followed by the Pledge of Allegiance. Present for the meeting were Aldermen David Tremblay, Doug Tomasini, and Alderwoman Micki Ball. Alderman Joel Ortega was absent. Also in attendance were City Attorney Leslie Kassahn and City Clerk Charlotte Rabe.

Agenda Item 3 Ms. Leslie Kassahn was sworn in as Co-City Attorney by Mayor Pro-tem Gay.

Agenda Item 4 Citizens to be Heard: Catherine Rehndahl asked about the Comprehensive annual financial report that is required. Ms. Kassahn stated that would happen at the end of the fiscal year. Diana Walker asked if there was any way the city could clean up the streets and properties.

Agenda Item 5 Presentation by Rafik Momin, owner of the Super Express (Valero), on his proposed expansion of the business. A representative for Mr. Momin presented plans to the Council and the citizens. Explaining they wanted to install only 2 diesel pumps and add a shower on the one and a half acre area between the Super Express and the Dollar General. He stated there would not be overnight or long term parking provided.

Agenda Item 6 Financial Report: The income and expenses will be reported by City Clerk Rabe. Mrs. Rabe gave our beginning balance of $36,399.70, ending balance of $33,731.97. Itemized expenses in financial report attached to these minutes.

Agenda Item 7 Consent Agenda:

1. Discuss and consider: approval of the minutes of July 9, 2015]
2. Discuss and consider: invoice 1077 of Kassahn & Ortiz, P.C.
3. Discuss and consider: invoice from Klotz & Assoc.

Alderman Tomasini made a motion to approve all items on the consent agenda. Mayor Pro tem Gay seconded. Vote (for) was unanimous.

Agenda Item 8 Discuss and consider Linebarger, Groggan, Blair & Sampson, LLP contract:

1. Presentation by Lilia Gibson from Linebarger, Groggan, Blair & Sampson, LLP contract

2. Contract for delinquent taxes.

3. Establish an Ordinance to enter into a contract for collection of delinquent property taxes between the City and a private law firm entered into pursuant to TEX. TAX CODE Section 6.30.

Ms. Lilia Gibson, from the law firm of Linebarger, Groggan, Blair & Sampson, LLP, stated her law firm had a 30 year history in San Antonio and explaining that the firm would represent the city in all matters pertaining to delinquent property taxes and collect their fees out of the monies collected. She said they would be available to conduct tax payer workshops. The firm is excited about getting to start with the city from the beginning. Their office would be available to answer citizen's tax questions. Mayor Pro-tem Gay asked Ms. Kassahn if we should pass the ordinance and sign the contract tonight or wait until we pass a tax rate. She recommended passing the ordinance, (as it is required by Mr. Uresti's office) and she would take the contract and go over it with Ms. Gibson. Alderwoman had some questions for Ms. Gibson on the ordinance. These questions were answered. Mayor Pro-tem Gay made a motion to adopt the ordinance and wait on the contract until a tax rate has been set. Alderman Tremblay seconded. Vote (for) was unanimous.

Agenda Item 9 Discuss and consider the Bexar County Inter-Jurisdictional Management Documents

1. Approval & Implementation

2. A Joint Resolution

3. Ordinance Establishing an Emergency Management Program

4. Ordinance Adopting the National Incident Management System (NIMS)

5. Emergency Management Director/Coordinator Notification (TDEM-147)

This information is all been provided by Bexar County for our approval. We had passed an ordinance before but a resolution was require. Mayor Pro-tem Gay thanked Alderman Tremblay for his work in getting this emergency plan implemented. 1. Mayor Pro-tem Gay made a motion to approve and implement the Bexar County Emergency Management Plan. Alderman Tremblay seconded. Vote (for) was unanimous. 2. Mayor Pro-tem Gay made a motion to pass the joint resolution for the Bexar County Emergency Management Plan. Alderman Tomasini seconded. Vote (for) was unanimous. 3. Mayor Pro-tem Gay made a motion to adopt the ordinance establishing an Emergency Management Program. Alderwoman Ball seconded. Vote (for) was unanimous. 4. Ordinance Adopting the National Incident Management System (NIMS). This ordinance was passed Feb 12, 2015. Alderman Tremblay made a motion to have the wording changed on Agenda Item 9 replacing Inter-Jurisdictional with Emergency. Mayor Pro-tem Gay seconded. Vote (for) was unanimous. 5.Emergency Management Director/Coordinator Notification It is usually the highest ranking official of the city is the Emergency Management Director, an Emergency Management Coordinator could be chosen from the community. Alderwoman Ball made a motion to accept the Emergency Management Director Notification and submit Mayor Pro-tem Gay as the Director. Alderman Tremblay seconded. Vote (for) was unanimous. Mayor Pro-tem gay agreed to accept.

Agenda Item 10 Discuss and consider the Ordinance Regulating Hazardous Materials throughout the City of Sandy Oak. The ordinance presented was prepared by our City Attorney, Cassandra Ortiz. The ordinance will specify which roads will be available to transport hazardous material. The Mayor Pro-tem would like to see signs put up designating these roads. Ms Kassahn told the mayor that the wording need to be changed. Alderman Tremblay made a motion to accept the ordinance with the corrections discussed. Mayor Pro-tem seconded. Vote (for) was unanimous.

Agenda Item 11 Discuss and consider Election Resolutions

These document were provided by Bexar County Election Office and is required by them.

1. Memorandum of Understanding (MOU) Alderwoman Ball made a motion to accept the MOU. Alderman Tremblay seconded. Vote (for) was unanimous.

6. Notice of Drawing for place on Ballot It was decided to have the drawing for the general election at 6:30 p.m. on Aug 27 at 4451 Hickory Haven, front porch of the clubhouse and same time and place for the special election on Sep 3. Candidates need a 3 day notice of the drawing.

2. Resolutions Ordering Election 3. Resolution Ordering Election (Spanish) Mayor Pro-tem Gay made a motion to accept the resolution ordering the General Election Alderwoman Ball seconded. Vote (for) was unanimous.

4. Resolution Ordering Special Election 5. Resolution Ordering Special Election (Spanish) Mayor Pro-tem Gay made a motion to accept the resolution ordering the special election. Alderwoman Ball seconded. Vote (for) was unanimous.

7. Newspaper Notices for General and Special Election. The City Clerk will get with the attorney and make sure these notices are posted.

Agenda Item 12 Discuss the condition of the pool in the Waterwood Park as it creates a health and safety hazard to the public. Take action as permitted. Alderman Tremblay and Alderwoman Ball asked to have this put on the agenda. Alderman Tremblay asked the Mayor Pro-tem if he had any news from Jim Clement. He said he had talked with Mr. Clement about pumping the pool. Alderwoman Ball also said that it was discussed to put bleach in the pool. If the pool is emptied, it could do major damage to the pool. Alderman Tomasini said there was someone coming out next Monday to access the situation and give the WPPOA an estimate. Alderman Tremblay and Alderwoman Ball asked for someone to provide feedback to the mayor pro-tem by next Tuesday.

Agenda Item 13 Discuss and consider the WPPOA property offered to the City. Alderman Tomasini stated that since some things had changed he thought it necessary to bring it up again. Alderman Tremblay asked the attorney if she had received all the paperwork that was requested from the WPPOA. She stated she had not. Alderman Tomasini voiced his opinion that the dialog needed to continue. Alderman Tremblay agreed but said the paperwork requested needed to be received. Alderman Tomasini read a statement addressing his opinion on this subject. He made a motion requesting the city attorney to personally get with Mr. Clement and see what is needed to acquire the paperwork requested by the Council. It was agreed that no new survey was needed as long as the one presented is acceptable. He asked Mr. Clement if he had the paperwork requested. Mr. Clement stated he needed one more document. Mayor Pro-tem Gay seconded. Vote for was 3 with Alderwoman Ball abstaining.

Agenda Item 14 Discuss and consider a means of addressing Burned/Abandoned properties within the city limits. Alderman Tremblay said he has gotten feedback from the community about these kinds of properties. He would like to see an ordinance passed. The mayor pro-tem asked the attorney to write something addressing this issue. It will be brought up at the next meeting. Alderman Tremblay made a motion to create an ordinance dealing with this issue. Seconded by Alderwoman Ball. Vote (for) was unanimous.

Agenda Item 15 Discuss and consider an Ordinance regulating /prohibiting the placement of yard/garage and for sale signs within the city limits. Alderwoman Ball says they are getting out of control out here. Alderman Tremblay said we could regulate the placement of signs within the city. The wording requested was discussed with the attorney to create an ordinance. Alderwoman Ball made a motion to draft an ordinance creating guidelines for signs posted within the city. Alderman Tomasini seconded. Vote (for) was unanimous.

Agenda Item 16 Discuss and consider dates for the public meetings/workshops for the FY2015-2016 budget and tax rates. Deadline is August 29, 2015 for the budget. Filed by Sept 29th. We must have one budget meeting. A discussion was held on when to have the meeting. It was decided to have a budget meeting on Sept 2 or Sept 1 depending on availability of the building.

Agenda Item 17 Discuss and consider invoices from Martinez de Vara law firm. Update on the progress of the research of validity of charges. City Clerk verified that they were valid. Mayor Pro-tem made a motion to approve the invoices. Alderwoman Ball seconded. Vote (for) was unanimous.

Agenda Item 18 Update on the RFP for solid waste collection. The deadline was August 31st. There have been no responses.

Agenda Item 19 Discuss and consider a Notary Public for the City of Sandy Oaks. The mayor pro-tem suggested looking in the community and compiling a list. Alderwoman Ball said she and the city clerk would look into this. Mayor Pro-tem Gay made a motion to table the item. Alderwoman Ball seconded. Vote (for) was unanimous.

Agenda Item 20 Discuss and consider having our city attorney research the ownership and maintenance responsibilities of the streets and ROA within the city of Sandy Oaks. Mayor Pro-tem Gay put this on the agenda because there has always been some confusion about the ownership of our streets. ROA should be ROW. The attorney said she would look into the issue and report back next month. Mayor Pro-tem Gay made a motion to instruct the attorney to look into the ownership and maintenance responsibilities for the streets in the city. Alderwoman Ball seconded. Vote (for) was unanimous.

Motion to adjourn at 9:05 made by Alderwoman Ball, seconded by Mayor Pro-tem Gay

PASSED AND APPROVED AS AMENDED ON THIS 10th DAY OF September, 2015

Attest Charlotte Rabe

City Clerk

Charlotte Rabe

Earnest D Gay

Mayor Pro-tem

Earnest D. Gay

1 Attch- August Financial Report