

**CITY OF SANDY OAKS, TX**  
**REGULAR COUNCIL MEETING MINUTES**  
**November 13 , 2014**

**INTRODUCTION**

The meeting was called to order by Mayor Jim Clement at 7:00 p.m.

**ROLL CALL**

Present for the meeting were Mayor Jim Clement, Alderman David Tremblay, Earnest D. Gay, Doug Tomasini, Joel Ortega and Micki Ball and City Attorney Art Martinez de Vara.

**OPENING CEREMONIES**

The invocation was given by Mayor Jim Clement, which was followed by the Pledge of Allegiance

**Agenda Item 10** Mayor Clement opened the meeting by presenting a Proclamation from the State of Texas, along with a personal letter (copy attached), which he read, from Senator Judith Zaffarini. City Officials were invited to the State Capital to be recognized on the senate floor on January 13, 2015.

**Consent Agenda Item #4** Consent Items will be considered separately.

**Agenda Item 4a** Minutes of city council meeting on October 9, 2014. Mayor Clement left the copy of the minutes at his house. They will be voted on at the next meeting.

**Agenda Item 4b** Item 5, Oct 9, 2014 agenda. Discuss and consider the general liability quote received from the Texas Municipal League Intergovernmental Risk Pool (TML). The deferred payment request was denied. The first payment would be due in one month and they offered to let us make installment payments. But as there is no money there is no way to make the payments. We will have to move forward without insurance until the franchise fees come in the second week of February. Mid-May for the sales tax revenue. No action taken.

**Agenda Item 5** A resolution for an ordinance adopting the requirement of a permit for the sale of fireworks within the city of Sandy Oaks. Submitted by Alderman Tremblay. Alderman Tremblay drafted a resolution after research of County and State requirements. However, there was no penalty listed and there is no way to enforce violations. A discussion was held about the hiring of a city marshal. Takes about 3 month to establish a new agency. Art Martinez de Vara stated he would redo the resolution and present it at a later date. Alderman Tremblay made a motion to instruct the city attorney to prepare a new version of the resolution to present to the council in January. Alderman Ball seconded. Vote was unanimous.

**Agenda Item 6** Discuss and consider the creation of a commission for the purpose of defining, implementing, and managing the planning and zoning activities within, and any future annexation of the city limits, of Sandy Oaks. Submitted by Alderman Ball. Alderman Gay asked what it would take to zone the city and Mr. Martinez

de Vara explained it was a multi-step process. He will send the council a copy of the state zoning manual chapter that pertains to the city. The City Council can be the Zoning Commission. Community input is necessary. The process will take approximately a year to complete a zoning map and get it passed. Mayor Clement said the item would be held in abeyance so the city attorney can create the ordinance to create the zoning commission. Mayor Clement said he would hold a special meeting to discuss the zoning project. Alderman Ball then made a motion to create the commission and charge the city attorney to provide the materials to get started and to schedule a special meeting to discuss this issue. Alderman Gay seconded the motion. Vote was unanimous.

**Item 7** The addition of permanent agenda items for the purpose of addressing “old business” and “new business”. Alderman Ball voiced her concern about the fact that we are not following up on items discussed in the past. Mr. Martinez de Vara responded with the fact that the Attorney General’s opinion says there must be a specific item posted on the agenda. It was then agreed that the Council will be more diligent in assuring past items are brought forward. No action taken.

**Item 8** Open and review all responses received for RFQ’s for Depository Financial Services and select at least one or reject all, if none adequately fill the need of the city. If all are rejected, determine a process for additional request and what changes if any need to be made to the list of requirements. The deadline had been extended for one month for financial institutions to respond to the Request for Qualifications (RFQ). With the mayor personally delivering them to all the major banks. One reply from Bank One, affiliated with Chase. Only one was received. We don’t have to accept this if it doesn’t meet all our requirements. Mr. Joe Alvarado from J P Morgan Chase responded they would love to be our bank but could not provide 2 of the services requested. Those being the city archives safe keeping services and the conference room services. As we will have no money for 3 months, Alderman Ball made a motion to put this on the agenda next month. Giving the Council time to review the RFQ fully. Alderman Gay seconded. Motion passed. Vote was unanimous.

**Item 9** Discuss and consider a time line for RFQ’s for a city attorney to include resume, salary requirement and possibility of a differed salary. We advertised for this before and got no response. Mayor Clement suggested we try another newspaper. And maybe post at AACOG (Alamo Area Council of Governments) and the GBCCC (Greater Bexar County Council of Cities) The acting city attorney stated we would have to post it in the newspaper on record if we post it anywhere else. It also needs to be added to the city website. The Wilson County News was suggested and Alderman Gay said he would visit their office and look into the cost. Alderman Ball stated we were at or past the 60 day contract in place. Mr. Martinez de Vara stated that there is a 60 day automatic renewal. Alderman Gay made a motion to forego looking and sign a contract with Mr. Martinez de Vara to be the city attorney for the next fiscal year. Alderman Tremblay stated that for public vote of confidence due to Mr. Martinez de Vara’s involvement in the incorporation, he would like to see the search continue. Alderman Gay withdrew his motion. Alderman Tremblay made a motion that we continue looking for the next 60 days after posting it in La Prensa and possible the Wilson County News. Alderman Ortega seconded. Motion passed. Vote was unanimous.

Mayor Clement stated that we were running out of time and wanted to give the citizens a chance to be heard.

**Item 11** Community Development Block Grant (CDBG) grant for Master Plan financing. A 95 thousand dollar grant was applied for last year before we became a city and we didn’t make the distribution list. A plan to

apply again needs to be addressed. The city must have a city engineer on record to receive the grant. Alderman Ball made a motion for the mayor to move forward with plans to join the CDBG at the county level and assess needs of the city to receive the grant. Alderman Ortega seconded. Motion passed. Vote was unanimous.

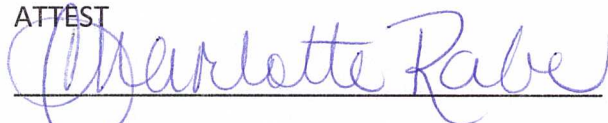
**Item 15** Citizens to be heard. President Stacy Metzger-Smith of the Sandy Oaks Volunteer Fire Dept stated they are out of litigation and are interested in working with the city to start a new infrastructure.

Alderman Gay made a motion to adjourn. Mr Martinez de Vara stated that we should consider taking the time to vote on agenda item 14. Alderman Gay withdrew his motion.

**Item 14** The mayor's nomination for City Clerk is Ms. Charlotte Rabe who will perform as a temporary unpaid volunteer, until the position can be permanently filled. Alderman Ball questioned the need to vote on this since Mrs. Rabe was doing it anyway voluntarily, Mr. Martinez de Vara stated there needed to be a City Clerk on record. Alderman Tremblay made a motion to accept the nomination. Alderman Gay seconded. Vote was 4-1 with Alderman Ball against.

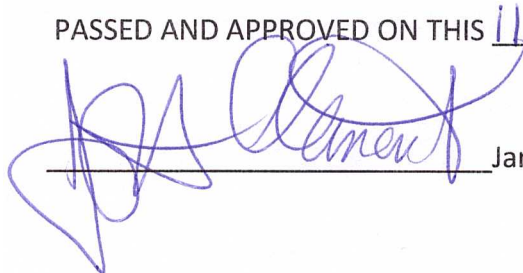
Alderman Gay made a motion to adjourn and Alderman Ball seconded. Vote was unanimous. Meeting adjourned at 8:38 p.m.

ATTEST



City Clerk

PASSED AND APPROVED ON THIS 11 DAY OF December, 2014



James H. Clement, Mayor