

CITY OF SANDY OAKS, TX
CITY COUNCIL MEETING MINUTES

February 11, 2016

Agenda Item 1 Call to Order and Quorum Call. The meeting was called to order by Mayor Ball at 6:32 p.m. at the Lakeside Lodge Braunig RV Park. Present for the meeting were Alderwoman B.J Gillespie, Alderwoman Karen Tanguma, Alderman David Tremblay. Also, in attendance were City Attorney Leslie Kassahn and City Clerk Charlotte Rabe. Alderman Doug Tomasini was absent.

Agenda Item 2 Mayor Ball led the Pledge of Allegiance.

Agenda Item 3 Citizens to be Heard: No one signed up to speak.

Agenda Item 4 Mayors comment: Mayor Ball received read an email from Tiger Sanitation about a resident who called and asked for credit, she presented herself as a board member. The resident made some threats concerning her and her neighbors stopping their accounts. Mayor Ball assured Tiger Sanitation that there were no board members and as far as she was concerned there were no problems with the city and Tiger Sanitation.

Agenda Item 5 Financial Report: The income and expenses will be reported by City Clerk, Charlotte Rabe. Mrs. Rabe reported that the beginning balance for January was \$148,187.05 with expenses for the month of January at \$2,681.28 and income was 54,721.26. Leaving an ending balance of \$200,227.03.

Agenda Item 6 Consent Agenda:

1. Discuss and consider approval of the minutes from the January 14, 2016 Regular City Council meeting
 2. Approve for payment invoice 1095 from Kassahn & Ortiz in the amount of \$4,930.10.
- Alderman Tremblay made a motion to approve the consent agenda. Alderwoman Gillespie seconded. Motion passed.

Agenda Item 7 Update on Community Development Block Grant by Bexar County CDBG office. Mayor Ball spoke about the information she had received. Under HUD new guidelines we no longer qualify for the grant because of an economic survey that was done. The grant was for a Master Plan, which is not required. The next deadline for this year is March 31. The application process is lengthy. No action taken.

Agenda Item 8 Update on auditor solicitation; discuss and take possible action. Mayor Ball interviewed several over the phone. She was told it was a very busy time for them. She did get information on what an overall audit would entail. There is no urgency to have this done. She will get back with them after tax season. No action taken.

Agenda Item 9 Discuss and consider entering into a contract with Chuck's Garage located in the city of Sandy Oaks to maintain city owned vehicles. Our vehicles have been moved to this garage for service. Alderman Tremblay has talked with Mike Yelton and thought it made sense to contract with this local company. He asked the city attorney to draw up a contract. Alderman Tremblay made a motion to enter

into a contract with Chuck's Auto Repair to repair and maintain city owned vehicles. Alderwoman Tanguma seconded. Motion passed.

Agenda Item 10 Authorize payment to Chuck's Garage for transport, safety and performance assessment, and required repairs to Ford F150 and Ford Expedition vehicles donated to the City by Bexar County. Mayor Ball said the Expedition is a 2007, gold in color, 4-wheel drive with about 80,000 miles in good condition. The F150 is a 2008, 2-wheel drive with 49, 208 miles. It was a Bexar County Public Works vehicle. Alderman Tremblay made a motion authorizing payment to Chuck's Auto Repair for transport and repair of the vehicles. Seconded by Alderwoman Tanguma. Motion passed.

Agenda Item 11 Authorize the City Clerk to apply for title transfer, registration and inspection of the city and render payment for same. Alderwoman Gillespie made a motion to authorize the City Clerk to apply for the title transfer, registration and inspection of the city vehicles, a Ford F150 pickup truck and a Ford Expedition. Alderwoman Matehuala seconded. Motion passed.

Agenda Item 12 Update on selection of available contractors through the Bexar County purchasing department for the repair of streets located within the City of Sandy Oaks city limits; discuss and take possible action. Mayor Ball has been working on this but has no update at this time. The best option is working through the purchasing department but as time is of the importance Alderman Tremblay suggested putting out an RFQ in the newspaper. Alderman Tremblay made a motion to instruct the attorney to prepare an RFQ for publication in our newspaper of record to repair pot holes and edge erosion within the city limits. Alderwoman Tanguma seconded. Motion passed.

Agenda Item 13 Discuss, consider and approve interlocal agreement with The Local Government Purchasing Cooperative. This is through the Texas Municipal League. There is no fee to join. Alderwoman Gillespie spoke on the program. It is similar to the Federal Program. Alderwoman Gillespie made a motion to approve the agreement with The Local Government Purchasing Cooperative. Seconded by Alderwoman Tanguma. Motion passed.

Agenda Item 14 Update on signage for the City of Sandy Oaks; discuss and take possible action. Alderman Tremblay thought we should postpone this and utilize the Local Government Purchasing Cooperative that had just been approved. Alderwoman Gillespie reported that we have three stop signs missing that she knows of and this is a safety issue. The missing stop signs were identified at Opportunity and Hickory Shadow; Indian Springs and Copper Canyon; Lee Way and Black Cherry. Alderwoman Gillespie reported she inquired at American Signal, a local company in San Antonio, about prices. For a 30-inch stop sign, the cost installed is \$185.00. Alderman Tremblay made a motion to approve the purchase of three stop signs to be placed at the above identified streets. Seconded by Alderman Gillespie. Motion passed.

Agenda Item 15 Discuss, consider and approve the solicitation of bids for the mowing of grass and overgrown vegetation along roadsides throughout the City within the City of Sandy Oaks city limits. Alderman Tremblay spoke on the need to get our right-of-ways cleaned up. Alderman Tremblay thought it should be a yearly contract, and requested the attorney to write an RFQ to be published. Alderwoman Gillespie voiced her opinion on the cost and need to do this. Alderman Tremblay suggested trying it at least once and then decide on how to proceed in the future. Alderman Tremblay made a motion to

request the attorney to write an RFQ for the solicitation of bids to do the mowing of the grass and overgrown vegetation on the right-of-ways within the city, with a one-year renewable contract, for publication. Alderwoman Matehuala seconded. Motion passed.

Agenda Item 16 Update on newsletter for delivery and general distribution to City of Sandy Oaks residents; discuss and take possible action. Mayor Ball presented each of the council members a copy of the proposed newsletter along with prices to produce and mail. Additional information to add was discussed as well as page size. Thompson Print & Mailing Solutions, priced to print and mail 1400 newsletters, at approximately \$650.00 per edition. Alderwoman Gillespie suggested the first one be two pages to include more information. Which would be about approximately \$900.00. Alderwoman Tanguma made a motion to finalize the draft of the newsletter that was presented, with the additional information requested by the council to be included and after final approval from the mayor, and authorize the payment not to exceed \$1,000.00. The newsletter should be ready and sent out before the next meeting. Seconded by Alderwoman Gillespie. Motion passed.

Agenda Item 17 Discuss, consider and approve an ordinance prohibiting any motor vehicles from parking on a public right-of-way within the City of Sandy Oaks city limits and establishing fines, penalties and an effective date. Alderman Tremblay said this goes hand in hand with the RFQ to address the mowing of the right-of-ways. These areas cannot be mowed with vehicles parked on them. The ordinance will specify what is affected. He also asked to amend section 2(a) striking part of a sentence. Alderman Tremblay made a motion to approve the ordinance prohibiting any motor vehicles from parking on a public right-of-way within the City of Sandy Oaks city limits and establishing fines, penalties and an effective date upon publication as amended. Seconded by Alderwoman Matehuala. Motion passed.

Agenda Item 18 Discuss, consider and approve an ordinance concerning littering and illegal dumping in the City of Sandy Oaks and establishing fines, penalties, and an effective date. It was discussed whether to add this to the Health and Sanitation ordinance. The penalties were also discussed. Alderwoman Gillespie made motion to approve an ordinance concerning littering and illegal dumping in the City of Sandy Oaks and establishing fines, penalties, and an effective date upon publication. Seconded by Alderwoman Matehuala. Motion passed.

Agenda Item 19. Discuss, consider and approve an ordinance prohibiting the discharge of firearms within the City of Sandy Oaks city limits and establishing fines, penalties, and an effective date upon publication. Alderman Tremblay spoke about his experience at his house with the firing of automatic weapons. The contents of the ordinance were discussed. Alderman Tremblay made a motion to approve an ordinance prohibiting the discharge of firearms within the City of Sandy Oaks city limits and establishing fines, penalties, and an effective date upon publication. Seconded by Alderwoman Gillespie. Motion passed.

Agenda Item 20 Discuss, consider and approve an ordinance establishing Code Enforcement Regulations. Alderwoman Gillespie spoke about various deed restrictions. She would like to come up with a code enforcement regulations based on these deed restrictions, so that we don't have to have an ordinance for each instance. Alderman Tremblay said we need to have the individual ordinances. And the attorney agreed. No action taken on this item.

Motion to adjourn at 8:33 p.m. made by Alderman Tremblay. Seconded by Alderwoman Matehuala.

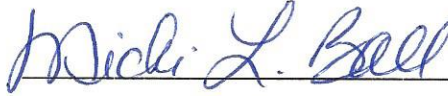
PASSED AND APPROVED ON THIS 10th Day of March, 2016

Attest

Handwritten signature of Charlotte Rabe in blue ink, written over a horizontal line.

City Clerk

Charlotte Rabe

Handwritten signature of Micki L. Ball in blue ink, written over a horizontal line.

Mayor

Micki L. Ball

1 Attach- February Financial Report