

CITY OF SANDY OAKS, TX
COUNCIL MEETING MINUTES
February 12, 2015

INTRODUCTION

The meeting was called to order by Mayor Jim Clement at 6:30 p.m.

ROLL CALL

Also present for the meeting were Aldermen Joel Orteaga, David Tremblay, Earnest Gay, Doug Tomasini and Alderwoman Micki Ball. City Attorney Art Martinez de Vara.

OPENING CEREMONIES

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

Agenda Item 4 Citizens to be heard: Catherine Rendahl Actionable items on the agenda. She sent out an email to help with vote on the WPPOA, only two responses. Conflict of interest with the WPPOA as the Mayor is the President and the City Clerk is the Vice President along with the City Attorney working for the WPPOA. She wants the council to look into this. James Davis the VIA tax and the sales tax voted on. Don Hormachea Via tax vote BJ Gillespie Questioned the amount the City Attorney is to be paid. A question on placing the agenda at Jacks Corner Store. Jacks is closed and will no longer be a place to post the agenda.

Consent Agenda Item 5a Approve meeting minutes of Jan 8, 2015; **5b** Approve minutes of January 20, 2015

5c Approve meeting minutes of October 9, 2014. Alderman Tremblay requested the minutes for Jan 20, 2015 be amended to add that the council "requested building plans from Mr. Campos and a letter of intent on the purpose of the business" to agenda item #9. Alderman Tremblay made a motion to accept the minutes as amended. 2nd by Alderwoman Ball. Passed unanimously.

Agenda Item 6 Update on background clearance for Mr. Jesse Gutierrez, for the City Marshall position. Alderman Gay informed the council that he no longer had contacts at the police dept. to get a background check done. Asked the City Attorney to help. The Mayor said he would go to the Bexar County Sheriff's Dept. and ask for help with the background check. No action taken.

Agenda 7 Discuss and approve manning the Waterwood clubhouse for four hours on Saturday as a means of communication with the citizens of Sandy Oaks (Aldermen Tremblay/Gay). Alderman Tremblay said we could have 2 alderman attend from 10:00 to 2:00. Starting the first Saturday in March. Alderman Tremblay had a schedule for manning the clubhouse. Alderman Tremblay made a motion to approve this. 2nd by Alderman Gay. Passed unanimously.

Agenda Item 8 Discuss requiring a city permit for merchandise and food sales on any property within the city limits that is not an established business. (Alderman Tremblay/Gay) Alderman Gay stated there is a taco truck at the entrance to Waterwood. These temporary businesses need to be regulated. This does not apply to yard

sales. A Health and Sanitation ordinance can address the food permit issue. Need to contract with a health inspector. Maybe inquire with Bexar County about a health inspector. The City Attorney stated we could issue free business permits for businesses in the city limits. There needs to be a permitting ordinance requiring health inspection and adopting the standard health code for Bexar County. Set permit fees. Scaled by number of employees. Alderman Tremblay made a motion to accept the requirement for permits for food sales and merchandise sales, with the exception of residential properties and to instruct the City Attorney to develop a health and sanitation ordinance for the city. The attorney stated we should develop a Master Fee Schedule and a Master Fine Schedule from the beginning, which could be reviewed annually. Alderman Tremblay made another motion to postpone action until the next meeting when the City Attorney can present an ordinance and Master fee/Fine Schedule. 2nd by Alderman Gay. Passed unanimously.

Agenda Item 9 Discuss and approve setting a date for an extended Saturday city council meeting in order to address incomplete agenda items. (Alderman Tremblay/Gay) Alderman Tremblay says by holding an all-day meeting we could catch up on all agenda items that still need attention. Two hour city council meetings are not giving us enough time. Possibly a 9-5 on Saturday. Alderman Tremblay made a motion to pick an upcoming Saturday for the special city council meeting. March 7th was chosen. 2nd by Alderman Gay. Passed unanimously.

Agenda Item 10 Discuss a requirement that an agenda item stating "Unfinished Business" be listed on all agenda in accordance with Roberts Rules of Order. (Aldermen Tremblay/Alderwoman Ball) Alderman Tremblay quoted the Robert's Rules of Order as to items on the agenda. The City Attorney stated that all agenda items must be listed separately. The City Attorney stated we should amend ordinance 2014-2, concerning council agendas/meetings. Alderman Tremblay made a motion to modify the existing ordinance concerning agendas to include "unfinished business". 2nd by Alderwoman Ball. Passed unanimously.

Agenda Item 11 Discuss placing a secure/weather resistant bulletin board at the entrance of the Waterwood subdivision for posting of council meeting agendas and public announcements. (Alderman Tremblay/Alderwoman Ball) Alderman Tremblay spoke on the need for such a structure. They have started looking into placement and cost. Motion was made to accept the idea and move forward with bids. Aldermen Tremblay and Alderwoman Ball will keep the council updated on any information received. No action taken.

Agenda Item 12 Discuss additional Franchise Fees available/collectable by the city and refer application process to the city attorney (Alderman Tremblay/Alderwoman Ball) A discussion was held on various utilities that could produce franchise fees. Alderwoman Ball requested the city clerk order a revenue book from TML. The City Attorney stated this would be a good topic for the Saturday meeting. Alderman Tremblay made a motion to move the item to the March 7, 2015 meeting as "unfinished business". 2nd by Alderwoman Ball. Passed unanimously.

Agenda Item 13 Discuss and adopt a resolution making Emergency Services District 6 (ESD6) the official fire protection service for the City of Sandy Oaks. (Alderwoman Ball/Alderman Tremblay) After attending the monthly meeting of the ESD6, Alderwoman Ball/Alderman Tremblay would like to initiate a Memorandum of Understanding (MOU) with the ESD6 to be the official fire/emergency protection service for the city. Alderman Tremblay made a motion to initiate the MOU. After much discussion, Alderman Tremblay rescinded his motion and Alderwoman Ball made a motion to move the item to the March 7, 2015 meeting and extend an invite to the ESD6 board. 2nd by Alderman Tremblay. Passed unanimously.

Agenda Item 14 Discuss, consider and approve a resolution to establish a City Emergency Management plan (Alderman Tremblay/Alderwoman Ball) Alderman Tremblay has acquired the information needed to establish a City Emergency Management plan, he passed the info onto the Mayor. Alderman Tremblay made a motion to approve a resolution to establish a City Emergency Management plan. 2nd by Alderwoman Ball. Passed unanimously.

Agenda Item 15 Discuss, consider and approve an ordinance adopting the National Incident Management System (NIMS) as the standard for Incident Management by the City of Sandy Oaks (Alderman Tremblay/Alderwoman Ball) Alderman Tremblay made a motion to adopt the NIMS as the standard for Incident Management by the city of Sandy Oaks. 2nd by Alderwoman Ball. Passed unanimously.

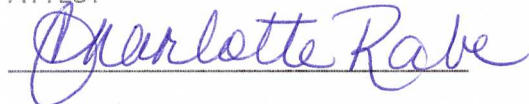
Agenda Item 16 Discuss and consider a firm cutoff date for receiving requests for City Attorney. (Mayor Clement). We have received several applications. Alderwoman Ball made a motion that the cutoff date be February 27th, 2015. 2nd by Alderman Tremblay. Passed unanimously.

Agenda Item 17 Discuss and consider putting the removal of the VIA tax on the May ballot. (Mayor Clement) Alderman Ball said the issue had already been voted on and since it was to be the only item on the ballot we should table this item. Alderman Ball made a motion to table the item. 2nd by Alderman Gay, Passed unanimously.

Agenda item 18 Request a motion to remove Jack's Corner Store as a location for placing Council meeting agendas. (Mayor Clement) Since it was never officially designated as a posting place no action need be taken.

Motion to adjourn: Ball / 2nd: Gay - Passed Unanimously. Meeting adjourned at 8:45 p.m.

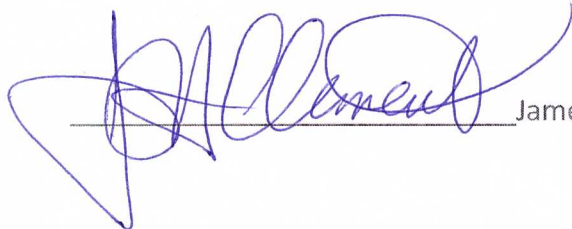
ATTEST



City Clerk

Charlotte Rabe

PASSED AND APPROVED ON THIS 21st DAY OF March, 2015



James H. Clement, Mayor