

CITY OF SANDY OAKS, TX
REGULAR CITY COUNCIL MEETING MINUTES

August 10, 2017

Agenda Item 1 Call to Order and Quorum Call. The meeting was called to order by Mayor Tanguma at 6:31p.m. at the Braunig Lake RV Park Lakeside Lodge. Present for the meeting were Aldermen Charles Fillinger Anthony Garcia, Thomas Repino, Brandon Smith and Doug Tomasini. Also, in attendance were City Attorney Cassandra Ortiz, City Clerk Charlotte Rabe and City Marshal Jesse Gutierrez.

Agenda Item 2 Mayor Tanguma led the Pledge of Allegiance.

Agenda Item 3 Citizens to Be Heard. 3 people signed up to speak. Several topics were brought up.

Agenda Item 4 Financial Report for July given by City Clerk Charlotte Rabe: July beginning balance \$399,971.54, checks \$16,020.80, deposits \$8,033.20 leaving a balance at the end of July \$380,877.54.

Mayor Tanguma asked that **Item 5** be moved until Mr. Jahns can be present. He is running late.

Agenda Item 6 Consent Agenda: a) Discuss, consider and/or possible action on approval of the minutes from the Special City Council Meeting, June 15, 2017. b) Discuss, consider and/or possible action on approval of the minutes from the Regular City Council Meeting, July 13, 2017. c) Discuss, consider and/or possible action on approval for payment of invoice 1142 from Kassahn & Ortiz, P. C. for city attorney services. d) Discuss, consider and /or possible action on approval for payment of \$140 for security July Regular City Council meeting.

Mayor Tanguma removed item 6c, as an invoice was not available. Alderman Tomasini pointed out a typo in the July 15 minutes and three in the July 13 minutes. Alderman Fillinger made a motion to pull the minutes (6a&6b) and move to the next meeting when corrections have been made. Seconded by Alderman Garcia. Motion passed unanimously. Alderman Tomasini made a motion to accept Consent Agenda Item 6d). Seconded by Alderman Fillinger. Motion passed unanimously.

Mayor Tanguma called the council into Executive Session at 6:51 p.m. to discuss pending purchase of SAWS property. (**Agenda Item 7.**)

Mayor Tanguma called the Council back into Open Meeting at 7:13 p.m.

Agenda Item 7 Discuss, consider and/or possible action on pending purchase of SAWS property, with update on tank removal. Alderman Smith made a motion to ask SAWS for a "Letter of Entry" for our attorney, in this matter, Mr. Benson, along with council and contractors access to the property for better inspection. Seconded by Alderman Fillinger. Motion passed unanimously.

Agenda Item 5 Update from Marcus Jahns & Associates regarding status and findings pursuant to contract for administrative consulting services and possible discussion, consideration and/ or action. Mr. Jahns stated that he had looked at the resolutions and ordinances and spoken with all the council, the city clerk, city attorney and former city engineer. He is looking into other cities comparable to ours and compiling information for our business plan. He is in the process of tabulating the 18 questionnaires received. He will give the results to Mayor Tanguma for publication on the website. He would like to have another Town Hall meeting on September 7 to

present the business plan before the 2017-2018 budget is adopted on September 14. He will give the results to Mayor Tanguma for publication on the website.

Agenda Item 8 Discuss, consider and/or possible action on Proposed Budget and date for Budget hearing. Mayor Tanguma presented her proposed budget to the council. She explained how she came up with the budget. A notice needs to be published. A date for the budget hearing was discussed. Alderman Tomasini made a motion to have the budget hearing on August 31 or Sept 7 depending on publication in the paper. Seconded by Alderman Repino. Motion passed unanimously.

Agenda Item 9 Discuss, consider and/or possible action on having a July 27th Town Hall Meeting. The date is not correct but can be discussed as part of **Agenda Item 5** after information provided by Mr. Jahns. Alderman Repino made a motion to have the Town Hall Workshop by Marcus Jahns on August 24th. Seconded by Alderman Smith. Motion passed unanimously. Mayor Tanguma pulled **Agenda Item 9**.

Agenda Item 10 Discuss, consider and/or possible action on resolution approving a hazard mitigation plan. This item has been brought up before and it was decided that Alderman Repino would get more information about it. Alderman Repino said that he had spoken with Mr. Scott Lampright, with Bexar County, we are required to have a plan. By adopting the Bexar County Hazard Mitigation Plan (already approved by FEMA) we can cut the cost of developing one ourselves. Alderman Repino made a motion to approve the resolution. Seconded by Alderman Tomasini. Motion passed unanimously.

Agenda Item 11 Discuss, consider and/or possible action on issuing a Request for Qualifications for City Engineer ("RFQ") and instructing the City Clerk to publish the City Engineer RFQ in the newspaper and/or other online sources. Alderman Tomasini made a motion to use the same RFQ information used before and instruct the City Clerk publish for 30 days. Seconded by Alderman Repino. Motion passed unanimously,

Agenda Item 12 Discuss, consider and possible action approving an additional door to be built onto the Municipal Building, issuing a request for proposal ("RFP") for such services and instructing the City Clerk to publish the RFP in the newspaper and/or other online sources. The additional door will allow for a greater occupancy of the building. A discussion was held. Alderman Tomasini made a motion to approve the RFP and instruct the City Clerk to publish. Seconded by Alderman Fillinger. Motion passed unanimously.

Agenda Item 13 Discuss, consider and/or possible action for repair of the Municipal Building ramp or the building of a new ADA ramp to ensure the ramp's compliance with ADA requirements and approving any additional needed funds. Alderman Tomasini had someone come out to check the ramp. (Mr. Jose Hernandez, whose company has experience in ADA requirements. Mr. Hernandez prepared a report for the council explaining what needs to be done to the ramp. At this time, the ramp is not long enough and there are no hand rails. With some other changes being required. The ramp needs to be dismantled. Alderman Tomasini asked that he be allowed to dismantle the ramp making sure that what can be reused is salvaged. Alderman Fillinger made a motion to table this item until we can get some RFP's from qualified contractors, instructing the City Clerk to publish RFP. Seconded by Alderman Repino. Motion passed unanimously.

Agenda Item 14 Discuss, consider and/or possible action for repair and upkeep of the Marque Island at the entrance of Waterwood Pass, possible name change, and issuance of an RFP for such services and instructing the City Clerk to publish the RFP in the newspaper and/or other online sources. Alderman Repino made a motion to table this item until the Town Hall meeting to acquire citizens input. More information is needed about the marque island change. Seconded by Alderman Smith. Motion passed unanimously.

Agenda Item 15 Discuss, consider and/or possible action on an ordinance making changes to the 2016-2017 Fiscal Year Budget for municipal building expenses, ADA Ramp, and Marque Island repairs. After the previous discussions on these agenda items, Mayor Tanguma pulled Agenda item 15.

Agenda Item 16 Discuss, consider and/or a possible action on an ordinance making “National Night Out” a recognize event of the City of Sandy Oaks and discuss sponsorship and support. Alderman Repino said he was in favor and would like it to be a City Event. Our previous mayor, Micki Ball has volunteered to head up the event, and she spoke on what she had found out. She has lined up appearances from the Fire Dept and the Sheriff’s Dept. Since the park will not be available, Mr. Gibbs, from The Shops at Sandy Oaks, has volunteered his parking lot with the possibility of entertainment for the kids and other participants to set up. She is also, coordinating block parties for the neighborhood. She requested that the City provide funds to support this event. Alderman Fillinger made a motion to approve the resolution as drafted and to put it on a as a future agenda item to address the financial sponsorship of the event. Seconded by Alderman Repino. Motion passed unanimously.

Agenda Item 17 Discuss, consider, and/or possible action on a resolution adopting amended website policies and procedures for the City of Sandy Oaks.

Alderman Fillinger asked that Agenda Item 17 & 18 be withdrawn until the next meeting.

Agenda Item 18 Discuss, consider and/or possible action creating an ordinance creating the Office of Webmaster and providing for procedure for appointment, tenure, compensation, duties and removal.

Alderman Fillinger made a motion to adjourn at 8:38 p.m. Seconded by Alderman Garcia

PASSED AN APPROVED ON THIS 14th DAY OF Sept, 2017.

Attest

Charlotte Rabe

City Clerk

Charlotte Rabe

Karen Tanguma

Mayor

Karen Tanguma