

**CITY OF SANDY OAKS, TX**  
**COUNCIL MEETING MINUTES**

**May 14, 2015**

**INTRODUCTION**

The meeting was called to order by Mayor Jim Clement at 6:35p.m.

Also present for the meeting were Aldermen David Tremblay, Earnest Gay, Doug Tomasini, and Joel Ortega. Alderwoman Ball was absent.

Mayor Clement requested that Item 3 on the agenda be moved to the end. He does not have the paperwork to swear in our new attorney. Mayor Clement introduced Casandra Ortiz as our new city attorney and her partner, Leslie Kassahn. The mayor asked if there was any objection to them being seated with the council before being sworn in. Alderman Tremblay stated he would like to have our attorney sworn in before discussing item 5 on the agenda. Alderman Gay asked to take a recess for the Mayor to obtain the paperwork. Council took a recess for about 10 minutes.

**OPENING CEREMONIES**

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

**Agenda Item 3** Introduce Ms. Casandra Ortiz and complete the swearing of the Statement of Appointed Office and the swearing of the Oath of Office as the new City Attorney. Mayor Clement stated that Ms Ortiz had requested that her partner Leslie Kassahn be allowed to stand in for Ms. Ortiz if she was not available. It was decided Ms. Kassahn would be sworn in at a later date. Alderman Tremblay stated we needed to approve the contract with Ms. Ortiz before swearing her in. Alderman Tremblay wanted to discuss which payment option we would choose. Alderman Tremblay was in favor of the hourly rate option of \$150.00 per hour for general representation and \$175.00 an hour for litigation services. Alderman Tremblay made a motion to accept the hourly rate as listed in the agreement presented. Alderman Gay seconded. Vote for was 4-0. A discussion followed on the length of the contract. Alderman Gay suggested that the contract run as long as the mayor was in office. Alderman Tremblay made a motion to make the length of the contract with Kassahn and Ortiz for the term of the mayor and then it goes to a month-to-month. Alderman Gay seconded. After some discussion. Alderman Tremblay amended his motion to make the length of the contract for 18 months with the law firm of Kassahn and Ortiz. Alderman Gay seconded. Vote for was 4-0. Mayor Clement brought up the ordinance that had been sent to all council members, retaining the law firm of Kassahn and Ortiz to provide legal services as municipal attorney (city attorney). Alderman Ortega made a motion to accept the ordinance Alderman Gay seconded. Vote for was 4-0. Mayor Clement then proceeded to swear-in Ms. Casandra Ortiz as city attorney.

**Agenda Item 4** Citizens to be heard: Catherine Rehndal spoke on the community meeting they recently held. They put out signs and had over 50 people in attendance. She is requesting signs be put up to announce city



meetings and also the signs on New Mathis Rd that don't apply need to be removed. B.J. Gillespie spoke item 8 on the agenda it was stated that a public hearing needed to be held prior and the fact that the budget report was not on this agenda. Mayor Clement apologized for the info not being on the agenda. And said it would definitely be on the next month's agenda. The mayor was tasked to find an engineering firm to evaluate plans submitted for the apartment complex that is being proposed in our city. Luis Cuellar from Klotz & Associates. He gave a report to the mayor. The plans provided were very basic and need to be prepared by a licensed architect. The plans submitted did not give enough information to make a determination for approval.

**Agenda Item 5** Unfinished business: Item 16 from April 9 Agenda. Discuss and consider a proposal from the WPPOA on the transfer of all the assets of the WPPOA to the City of Sandy Oaks, Texas. Mayor Clement recused himself due to a conflict of interest and turned the meeting over to Alderman Gay. Mayor Pro-tem Gay announced the council would go into Executive session to discuss this agenda item at 7:25 p.m. Council was called back into session at 7:56 p.m. by Mayor Pro-tem Gay. Alderman Tomasini made a motion to direct the city attorney to request a list of all assets belonging to the WPPOA and that the WPPOA provide an environmental study on the WPPOA Park area. Seconded by Alderman Ortega. Vote for was 4-0. Mayor Pro-tem Gay then turned the meeting over to Mayor Clement.

**Agenda Item 6** Form a committee to identify and list all hazardous materials that could potentially cause serious situations in the city. The mayor spoke on all the trucks coming into the community. Alderman Gay said he was working on an ordinance to be presented at the next meeting to prohibit hazmat materials in our community. Mayor Clement agreed that it would satisfy the solution for this agenda item. Alderman Gay made a motion to table this agenda item until the next meeting. Alderman Tremblay seconded. Vote for was 4-0.

**Agenda Item 7** Discuss and consider approving exemptions to property taxes to include military disabilities, over 65, homestead exemptions, etc. This information must in in by 1 June, 2015. Mayor Clement spoke with Mr. Uresti at the Tax Assessor's office and Mr. Uresti suggested since we are a new city with no guidelines, we should start with 3 exemptions, one has to be the military disabilities, which is mandatory. Alderman Gay said he would like to see the over 65 or disabled exemptions considered. The appraised value of the city is \$94,500,000.00 A discussion was held on what the amount of exemptions should be. Alderman Gay made a motion to set the residential homestead exemption at 10%. Alderman Tremblay seconded. Vote for was 4-0. Next is the disabled veterans. Alderman Gay made a motion to accept the disabled veterans exemption as determined by the tax assessors office, Alderman Ortega seconded. Vote for was 4-0. Alderman Gay would like the over 65 or disabled exemptions be considered. Alderman Gay made a motion to accept the over 65 or disabled (not both) exemption to be set at \$3,000.00. Seconded by Alderman Tremblay. Vote for was 4-0.

**Item 8** Report on the effort to find a company for city wide trash collection. The city is preparing RFP's for city trash collection. Alderman Gay is preparing them and in the process of sending them out. Once the proposals have been received they will be provided to the citizens at a public meeting.

**Agenda Item** Approve the minutes of the April 9, 2015 regular monthly City Council meeting. Approve minutes of the April 27, 2015 Special City Council meeting. Alderman Gay made a motion to accept the minutes of April

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27. Alderman Ortega seconded. Vote for was 4-0. Alderman Tomasini made a motion to accept the minutes of April 9. Alderman Gay seconded. Vote 4-0.

Alderman Gay made a motion to adjourn at 8:30. Alderman Ortega seconded.

Attest

Charlotte Rabe

City Clerk

Charlotte Rabe

PASSED AND APPROVED ON THIS 11<sup>th</sup> DAY OF June, 2015

James H. Clement

James H. Clement, Mayor

EARNEST D. GAY MAYOR PRO TEM