

MINUTES  
REGULAR MEETING OF THE CITY COUNCIL  
CITY OF LIVE OAK  
WILL BE HELD AT THE LIVE OAK COUNCIL CHAMBERS  
8001 SHIN OAK DRIVE  
TUESDAY, APRIL 10, 2018 AT 7:00 P.M.

1. CALL TO ORDER

Mayor Mary M. Dennis called the regular April 10, 2018 scheduled City Council Meeting to order at 7:00 p.m.

2. INVOCATION/PLEDGE OF ALLEGIANCE

Completed

3. ROLL CALL

Mayor Mary M. Dennis  
Councilman Mendell D. Morgan Jr., Place 1  
Councilman Bob Tullgren, Place 2 (Excused Absence)  
Councilman/Mayor Pro-Tem Anthony Brooks, Place 3  
Councilman Ed Cimics, Place 4  
Councilman Aaron Dahl, Place 5

4. CITIZENS TO BE HEARD

None

5. CONSENT AGENDA

A. Approval of Minutes

1. March 27, 2018

Councilman Dahl made a motion to approve the Consent Agenda; seconded by Councilman Cimics

Vote FOR: Councilmembers Dahl, Cimics, Brooks, and Morgan      passed 4/0

6. SPECIAL CONSIDERATION

A. Presentation of Employee of the Quarter - January through March 2018 – Police Officer Jared R. Odom, Police Department

Chief Pue came before City Council provided an overview about the Humanitarian Award presented to Officer Odom. On November 5, 2017 the community and First Baptist Church of Sutherland Springs, Texas was devastated by a deadly shooting incident. Officer Odom and his family have close ties to that community and lost several close friends that day. Within days Officer Odom started a fund raising campaign and his efforts raised over \$20,000.00 to assist with needs of the families involved. His self-initiative started with funds out of his own pocket and he worked many hours of his free time to help others. For his efforts to assist others in their time of need, Officer Odom has been recognized as the City of Live Oak employee of the quarter and the Live Oak Police Department has awarded him with the Humanitarian Award.

B. Proclamation for 2018 National Bite Prevention Week, April 8th through April 14th – Chief Pue

Councilman Morgan read the Proclamation and Mayor Dennis and Chief Pue presented it to the staff of Animal Control; Terry Phillips, AC Supervisor, Derrick Francis and Cathi Budzinski, AC Officers.

Animal Control Officer provided an overview of the National Bite Prevention Week tips for everyone, citing warning signs, what to do if confronting a loose dog or cat and ensuring everyone to contact animal control if a stray animal is loose.

7. NEW BUSINESS

A. Discussion and possible action to adjust the Live Oak Organizational Chart and create a process for a new job description for the Fire Department – Mr. Wayman and Chief Surber

Mr. Wayman came before City Council to provide an overview of this item beginning with a new structure for the Fire Department and that Chief Surber would speak about his recommendation for the new position for the Fire Department. Chief Surber spoke about the need for a Fire Inspector, as this would speed up the inspection process, as inspections were falling behind. The creation of a Fire Inspector/plan's examiner position would allow for the Fire Department administration, as well as the Fire Fighters that have an inspector certification, to pursue traditional fire duties and free up a position that primarily does plans review and fire inspections. In addition, with the Town Center construction coming up in the spring of next year, there will be added work load for our Fire Fighters. Chief Surber added that the position would be an excellent liaison, and he was assessing the pros and cons of this position.

Questions from City Council:

Councilman Brooks had questions regarding the role of the inspector as to whether they would play an active role in firefighting.

Councilman Cimics and Councilman Morgan supported the new structure and Chief Surber.

Mayor Dennis asked that staff provide follow-up and this item would be placed on the Consent Agenda on a future agenda for action. No further action was taken on this item.

B. City Council to approve the monthly Financial Report ending February 2018 – Mr. Kowalik

Mr. Kowalik came before City Council to provide information on the monthly Financial Report. The report represents five months into the fiscal year, revenues and expenditures should be targeted at around the 41.6% of budget. Other items discussed: General Fund (overall revenues are at 56%); overall expenditures on target at 39% of budget; Capital Project Funds for the City are Woodcrest Park Fund, Capital Project Fund, 2005 (Woodcrest Park Fund is \$17,642); 2005 Bond Fund has a fund balance of \$220 (completed); 2014 GO Bond Fund has a fund balance of \$267,239 (This Fund is where all financial transactions for the 2014 bond projects get recorded); The Utility operating fund is on target on revenue collections (39%) and expenditures (42%); The Storm Water Utility fund is standing firmly on its own two feet. Revenues are below the target as well as expenditures.

Mayor Dennis cited page 11, Emergency Radio Funds and whether it supported itself; Mr. Kowalik indicated that it does not support itself at this time; LCRA and Harris Radio ensured it was up to standards.

Councilman Brooks had questions regarding the Radio Systems Funds, costs maintenance and citing P-25 compliance. Chief Pue indicated that LCRA and Harris Radio ensured that Live Oak was up to standards. In addition, he asked about the Court Technology Fund and if the funds would be used. Mr. Kowalik indicated that the funds would be used for technology upgrades, such as audio/video upgrades.

Councilman Dahl asked about the Storm-Water Funds, and Mr. Kowalik indicated that this fund was at 41%.

Councilman Dahl made a motion to accept and approve the Monthly Financial Report ending January 31, 2018; seconded by Councilman Cimics

Vote FOR: Councilmembers Dahl, Cimics, Brooks and Morgan, – passed 4/0

C. Discussion and possible action regarding the clarification of delivery of the Herald Newspaper – Councilman Cimics

Councilman Cimics asked that this item be placed on the agenda for discussion. He indicated that the delivery of the Herald Newspaper has caused significant issues. Such as, deliveries that are deposited on the street, newspapers break open from their casing causing trash to go everywhere, and several newspapers left on resident's porches. Council had ideas that were discussed such as stopping delivery (newspaper is free and there is no recourse to stop the paper from delivery), cancellation, and speaking to a Herald Newspaper representative. Mayor Dennis indicated that the Herald Newspaper was the City's official paper for legal ads, employee and official Bid's advertisers. She indicated the cost differential between the Express, and Herald Newspapers would be doubled or tripled depending on the type of ad request.

Mayor Dennis asked that staff contact the Herald and speak to them regarding this issue and come back to City Council. No further actions was taken.

D. Discussion and possible action regarding moving handicap parking spaces and signs in the over flow parking lot across from the pool and clubhouse – Councilman Cimics

Councilman Cimics asked that this item be placed on the agenda for discussion. The City built a parking lot across from the Club House to handle the overflow parking from groups using the

Club House and Swimming Pool area. Recently, the city had a re-design of the Disc Golf course that included a handicap tee, subsequently handicap parking signs were placed at the far end of the parking lot closest to the handicap tee. Councilman Cimics and Mr. Wayman had previously discussed this issue and based upon the ADA laws the city is in compliance. In addition, based on the number of parking spaces at the clubhouse parking lot and the Disc Golf parking lot, the city is in compliance (Clubhouse parking lot has parking spaces for handicap parking). Councilman Dahl indicated that he would measure the width of the parking spaces, and maybe the City could add an ADA parking space (Councilman Dahl's everyday working career provided additional experience with building and construction).

No further action was taken on this item.

## 8. CITY COUNCIL REPORT

### A. City Council Member's report regarding discussion of City issues with citizens.

Councilman Morgan had a couple of calls from residents: 1) Resident needed clarification of bulk items and styro-foam that Waste Management will pick-up. 2) Resident had issues with the way traffic lanes were marked/identified.

Councilman Brooks had calls regarding recycling (maybe use News Magazine to promote recycling) and appraisal issues on homes in Bridlewood.

Councilman Dahl announced that he finally used the Utility online payment system on the city website; great. In addition, there were concerns of traffic in Bridlewood, due to the Ikea construction.

## 9. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF

### A. City Council

Councilman Cimics asked for an update of all the street projects. In addition, he mentioned a Charter Review for 2019 May General Election.

Councilman Morgan thanked City Council for the Proclamation for National Library Week. In addition, he thanked everyone for the opportunity to attend the Tri County Meeting on April 10<sup>th</sup> and the Humane Society met on April 9<sup>th</sup> and it was a successful meeting.

Mayor Dennis announced that Councilman Cimics was one of five Council members to become Certified Municipal Official.

### B. Staff

Mr. Wayman announced that the city garage sale & bulk pickup would begin this Friday and bulk pickup would begin on April 16<sup>th</sup>.

Mr. Wagster announced that the City Hall Marquee was on schedule to be replaced next week.

Ms. Matney announced a Ribbon Cutting at Fresh Start Tattoo at 2 p.m., April 16<sup>th</sup>.

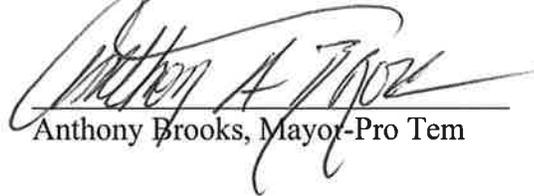
Mr. Kowalik announced that the Budget Process has begun and staff budget was due back to him on May 23<sup>rd</sup>. He spoke about the Goals Workshop that was scheduled for Tuesday, July

10<sup>th</sup> (City Council night) and possible budget workshop on July 17<sup>th</sup>. Mr. Wayman indicated that Council Goals Workshop paperwork would be provided to them on May 29<sup>th</sup>.

10. ADJOURNMENT

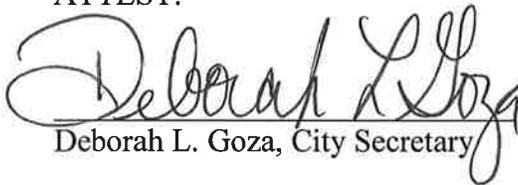
As there was no further business, Councilman Cimics made a motion to adjourn; seconded by Councilman Dahl. The City Council meeting adjourned at 7:56 p.m.

APPROVED:



Anthony Brooks, Mayor-Pro Tem

ATTEST:



Deborah L. Goza, City Secretary