

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF LIVE OAK  
WILL BE HELD AT THE LIVE OAK COUNCIL CHAMBERS  
8001 SHIN OAK DRIVE  
TUESDAY, JULY 10, 2018 OR IMMEDIATELY FOLLOWING THE  
PARKS AND RECREATION COMMISSION MEETING

1. CALL TO ORDER

Mayor Mary M. Dennis called the regular July 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  
Councilman Anthony A. Brooks, Place 3 (Excused Absence)  
Councilman Ed Cimics, Place 4  
Councilman Aaron Dahl, Place 5

4. CITIZENS TO BE HEARD

1. Kaci Scholton, 225 Whispering Oak St.: Ms. Scholton came before City Council, as the President of the Live Oak Humane Society to to read a letter that addresses concerns about the inadequate staffing for the Live Oak Animal and to request the city employing an additional Animal Control Officer to alleviate many issues. (loss of adopters, volunteers are turned away, and questions that are missed due to lack of telephone coverage.)

2. Janie Harrison, 145 Lost Forest: Ms Harrison came before City Council to continue the two-page letter that was initially read to Council by Ms. Scholton. The Live Oak Humane Society is concerned about the AC Officers that are overworked, stress and this could lead to a lack of care for the animal inside the AC Facility and animals in and around the city. She wanted to see more AC Officers (3) to ensure that one remains to answer calls and customer service for walk ins.

3. Mary McKenna - 7529 Old Spanish Trail: Ms. McKenna came before the City Council to support the need for a third Animal Control officer.

5. CONSENT AGENDA

A. Approval of Minutes

1. June 26, 2018

- B. City Council to approve Mayor Dennis' TML Newly Elected Officials Orientation, San Antonio, TX on August 16, 2018 through August 17, 2018

Councilman Morgan made a motion to approve the Consent Agenda; seconded by Councilman Tullgren

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

6. SPECIAL CONSIDERATION

- A. Presentation of Employee of the Quarter - April through June 2018, Toby Hamilton, Code Enforcement – Ms. Matney

Ms. Matney came before the City Council to provide an overview of Toby Hamilton's nomination of Employee of the Quarter.

- Toby has been our sole Code Compliance Officer for the last year and he has worked tirelessly to keep the City in compliance.
- Toby has trained new staff and has worked on our commercial districts to bring those into compliance and work with the Economic Development Corporation to provide VIP funds to businesses to assist with repairs.
- IHOP roof – the bright blue roof at the IHOP has been in need of painting for quite some time.
- Springs Apartment Fence – The fence surrounding the complex was peeling and rusting.
- Waggoner Strip: this strip center runs behind Blondes, Brunettes and Redheads and has long been an eye sore on Pat Booker Road. Both pylons signs were completed recently and made a huge visual impact.
- Education Center: this property had begun to fall into disrepair before the tornados that damaged several properties in Live Oak. This center was one of the worst hit by those storms and had several violations as a result. Toby worked with the owners, tenants and the EDC to improve the building that now has all new pillars, paint and pylon.
- Village Oaks Shopping Center – For over a year, Toby has worked to get this shopping center into compliance. We hope to bring an extensive remodel before the EDC in May for funding and we will hopefully see a transformation of this area as well.
- Trailer Park – While the trailer park is always an ongoing code compliance project, Toby has worked diligently for several years on this project and the transformation has been nothing short of amazing.
- Quadplex – Another blight on the community, Toby continually works with the property owner, Police and Public Works to keep this property from falling further into disrepair. He has worked hard to curb the illegal dumping and vandalism at the property.

Both Mayor Dennis and Ms. Matney presented the plaque to Mr. Hamilton.

- B. Introduction of New City Employees – Isa Gaytan, PD and Dan Aguilera, PW – Department Heads.

Chief Pue came before City Council to present his new employees, Isa Gaytan and Angel Cruz

Mr. Wagster came before City Council to present his new employee Dan Aguilera.

7. NEW BUSINESS

- A. Discussion and possible action for City Council to approve Bexar Metro 911- Network District FY 2019 Budget – Mr. Wayman and Jimmy Hasslocher, Bexar Metro Representative

Mr. Hasslocher came before City Council to provide an overview of the Bexar Metro 911 Network District FY 2019 Budget and the history of the organization.

Councilman Cimics made a motion to approve the Bexar Metro 911- Network District FY 2019 Budget; seconded by Councilman Dahl

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

- B. Discussion, possible action and direction to staff regarding the Fire Department's role as first responders for Emergency Medical Services – Chief Surber

Chief Surber came before City Council to provide information and rationale for changing of Live Oak Fire Department from an EMS Provider to a First Responder Organization under Schertz EMS protocols. Live Oak Fire Department is listed as an EMS Provider with the state, but currently operates as a First Responder Organization for Schertz EMS who is also an EMS Provider. Live Oak Fire Department has three paramedics, an ambulance, EMS Provider Licensure and Scheduled pain medication, Live Oak Fire Department has not administered pain medicine and/or provided transport to a patient in at least 3.5 years, due to the outstanding services provided by Schertz EMS. Schertz EMS has consistently provided timely response and Paramedic level services while Live Oak Fire Department has functioned as a First Responder Organization (FRO) despite its formal capability and they currently house a unit and staff within our facility a large portion of the time and are looking at expanding this time.

Councilman Tullgren asked about the 2012 Frazer Ambulance and would list it and obtain sealed bids for the city. Chief Surber indicated that many fire agencies are interested in the ambulance and the monies would come back to the city and funds used for training and other educational, officer development position or equipment for the Fire Department.

Councilman Dahl made a motion to change from EMS Provider License to First Responder Organization with Texas Department of State Health Services and Permanently remove 2012 Frazer Ambulance from service and terminate our Drug Enforcement Agency license for controlled substances; seconded by Councilman Morgan

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

C. Presentation and discussion of the 2018/2019 City and Budget Goals – Mr. Wayman

Mr. Wayman came before City Council with a Power Point Presentation regarding 2018/2019 Goals for City Council. These goals are a combination of past, working and future goals.

Capital Projects added this year by City Council:

- Greenhouse for park facilities
- Community Garden
- Toepperwein planters in paver island
- Kayak Launching Pad at lake
- Additional Park Pavilions

What is in this year's budget:

- Matching money for traffic signal on grant
- Parks Development or Design Plan
- Comprehensive plan
- Salary study
- Preparation for medical increase
- Increase for 3 police officers for public safety

2019 Goals Proposed by Staff

- Provide for, maintain and expand service delivery to residents and guests, to include recreational, senior, youth, quality of life, and partnerships
- Prepare for and provide advance planning for the future to include infrastructure, finances and staffing
- Continue enhanced efforts for Economic development, attracting, retaining, expanding and collaborating with the business sector
- Plan for the beautification and appearance of the city, City facility, entrance areas, aged neighborhoods and park
- Improve the way in which the City shares information and communicates with residents.

No action on this item; only informational.

D. Presentation, discussion and direction regarding the 2018/2019 Draft Budget - Mr. Wayman and Mr. Kowalik

Mr. Kowalik came before City Council with a Power Point Presentation regarding 2018/2019 Draft Budget for City Council.

### Several Key Points of Interest:

- With the groundbreaking of the Live Oak Town Center and the San Antonio area's only IKEA, it is time to get on board because the City is in its best position ever to see itself well into the future.
- The City needs to continue to manage this next round of growth just like it has been doing successfully over the last 4-5 years.
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### Key Budget Components and Assumptions

- General Fund Revenues -Sales Tax – the City's #1 revenue source at 44.56%
- Property Tax - #2 revenue source at 28.92%- The 2018/2019 proposed budget was prepared with the "Effective Rate" in mind
- General Fund Expenditures- Personnel Costs – 64.2% of total expenditures
- 2% Market Adjustment
- New Employees: Fire Department – Fire Inspector (added during 2017/2018 budget year) - Police Department – 3 new sworn police personnel
- Reorganization of PD/Emergency Radio System (Decrease of 1 position)
  - Use funds to reorganize the PD in order to redistribute functions of this one position
- Professional Fees - Allocate funds to perform several necessary studies that will benefit the City into the future
  - Salary Compensation Study
  - City Comprehensive Study
  - Park Plan
    - More of a Park Futures Plan. Take a close look at the current parks and their amenities
  - To help with the long-term planning and maintenance of our current parks.
  - Funds allocated to outsource a portion of Public Works activities in lieu of hiring a new public works employee.

Mr. Kowalik stopped at slide 9 and indicated that he would finish up the draft Budget presentation on July 17<sup>th</sup> (Tuesday) at 6 p.m. Special Budget Workshop.

## 8. CITY COUNCIL REPORT

A. City Council Members report regarding discussion of City issues with citizens.

Councilman Morgan thanked the Live Oak Humane Society for attending the City Council meeting. In addition, he mentioned that a citizen had contacted him regarding a possible upgrade to the park restrooms and slippery sidewalks (paint).

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9. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF

A. City Council

Councilman Tullgren wished Mayor Dennis a Happy Birthday on July 20<sup>th</sup>.

Councilman Morgan reminded everyone of the Christmas in July (July 25<sup>th</sup>) Event for the Live Oak Humane Society at the clubhouse.

B. Staff

Mr. Wayman thanked the Finance staff for their great work on the budget.

Ms. Rodriguez reminded everyone that the 15<sup>th</sup> Annual Hog Wild will be at the Hilton Garden Inn on July 20<sup>th</sup>.

Chief Surber announced the "Cool Project", where the Fire Department accepts fans and distributes them out to residents that are in need.

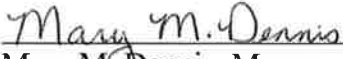
Chief Pue announced Coffee with Cops on July 18<sup>th</sup> at the Hilton Garden Inn at 8:30 a.m.

Ms. Matney announced that the Live Oak Business Luncheon would be July 11<sup>th</sup> at the Hilton Garden Inn beginning at 11:30 a.m. until 1:30 p.m.

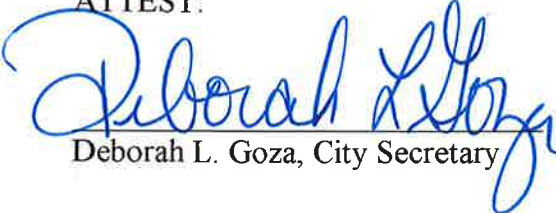
10. ADJOURNMENT

As there was no further business, Councilman Cimics made a motion to adjourn, seconded by Councilman Dahl. The City Council meeting adjourned at 8:37 p.m.

APPROVED:

  
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Mary M. Dennis, Mayor

ATTEST:

  
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Deborah L. Goza, City Secretary