

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, JANUARY 30, 2024, AT 7:00 P.M.  
FOLLOWING THE ECONOMIC DEVELOPMENT CORPORATION MEETING

1. CALL TO ORDER

Mayor Pro Tem Aaron Dahl called the meeting to order at 7:00 p.m.

2. INVOCATION/PLEDGE OF ALLEGIANCE

Competed

3. ROLL CALL

Mayor Mary M. Dennis (Absent)  
Councilmember Mendell Morgan  
Councilmember Bob Tullgren  
Councilmember Dr. Erin Perez  
Councilmember Ed Cimics  
Councilmember Aaron Dahl

Staff

Anas Garfaoui, City Manager  
Leroy Kowalik, Finance Director  
Chief Gary Hopper, Police Department  
Chief Linc Surber, Fire Department  
Mark Wagster, Director of PW  
Clarissa Rodriguez, City Attorney  
Donna Lowder, Manager of EDC  
Isa Gaytan, City Secretary

4. CITIZENS TO BE HEARD

Mr. & Mrs. Lopez from 554 Shin Oak Dr. came before City Council to speak about a dispute with their neighbor.

5. CONSENT AGENDA

A. Approval of Minutes

1. January 9, 2024

B. City Council to approve the City Manager to enter a Joint Election Agreement-Memorandum of Understanding with Bexar County Elections Department for their services during early voting and Election Day for the May 4, 2024, election—I. Gaytan

C. City Council to approve an Ordinance by the City Council of the City of Live Oak, Texas, calling for a General Election held jointly with various entities to be held on May 4, 2024, for the purpose of electing a Mayor and Two (2) City Council Members Place 2,

and Place 4 and making provision for the conduct of a General Election, resolving other matters incident and related to such Election—I. Gaytan

- D. City Council to approve the cancellation of the February 13, 2024, June 25, 2024, and July 09, 2024, City Council Meetings – A. Garfaoui
- E. Discussion and possible action regarding disposal of fixed assets with an initial net worth of \$5,000 and over—L. Kowalik
- F. Discussion and possible action regarding the Interlocal Agreement for renewal of the Health Authority and Certificate of Appointment—R. Luna

Councilmember Tullgren made a motion to approve agenda items; seconded by Councilmember Perez

Vote FOR: Councilmembers Morgan, Tullgren, Perez, Cimics, Dahl; passed 5/0

## 6. SPECIAL PRESENTATION

- A. Special Presentation of the unveiling of the City’s 2024 website- D. Lowder  
EDC Manager, Donna Lowder presented the new City’s 2024 website.

Ms. Lowder presented the new city website to council. Councilmember Perez suggested having a “Get Involved” link for citizens.

- B. Presentation of Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA)—L. Kowalik

Mr. Kowalik came before council to present a brief financial highlight for the fiscal year ending September 30, 2023, and presented the Certificate of Achievement for Excellence in Financial reporting.

## 7. NEW BUSINESS

- A. Presentation, discussion and possible action regarding Oath of Office of alternate Judge Dana D. Jacobson for the Live Oak Municipal Court of Record—Mayor Dennis

Mayor Pro Tem Dahl presented the Oath of Office to Judge Dana D. Jacobson. Judge Jacobson introduced himself to council.

- B. Presentation, discussion and approval of the 2022/2023 Annual Comprehensive Financial Report—L. Kowalik

Mr. Kowalik came before council and presented the 2022/2023 Annual Comprehensive Financial Report.

Councilmember Tullgren made a motion to approve the 2022/2023 Annual Comprehensive Financial report; seconded by Councilmember Perez

Vote FOR: Councilmembers Morgan, Tullgren, Perez, Cimics, Dahl; passed 5/0

- C. Presentation, discussion, and possible action on a Resolution to award a proposal from Public Sector Personnel Consultants (PSPC) and authorizing the City Manager to enter into a professional services agreement for the Live Oak Compensation Study—L. Kowalik

Mr. Kowalik came before council to present a Resolution to award a proposal to Public Sector Personnel Consultants for the Live Oak Compensation study. Councilmember Cimics asked if this study is done every five years. Mr. Kowalik confirmed that the last study was done on 2019/2020.

Councilmember Tullgren made a motion to approve agenda item 7C; seconded by Councilmember Morgan

Vote FOR: Councilmembers Morgan, Tullgren, Perez, Cimics, Dahl; passed 5/0

- D. Presentation, discussion, and possible action on a Resolution to award a proposal from Huitt Zollars Inc. and authorize the City Manager to enter into a professional services agreement for a Facilities Master Plan of certain city facilities —M. Wagster

Mr. Wagster came before City Council to present a proposal from Burditt Land and Place and explained which buildings are in the plan. Mr. Greg Wine with Huit Zollars was present and came before council to introduce himself.

Councilmember Perez made a motion to agenda item 7D; seconded by Councilmember Tullgren

Vote FOR: Councilmembers Morgan, Tullgren, Perez, Cimics, Dahl; passed 5/0

- E. Presentation, discussion, and possible action on a Resolution to award a proposal from Burditt Land and Place and authorize the City Manager to enter into a professional services agreement for the Live Oak Parks, Recreation, Open Space, Conceptual Park Development and Citywide Trail Connectivity Master Plan—M. Waster

Mr. Wagster came before council to present a Resolution to award a proposal from Burditt Land and Place as the firm most qualified to produce park master plans because this firm is the most familiar with the parks in Live Oak, and they have done excellent work for the city in the past.

Councilmember Perez made a motion to approve agenda item 7E; seconded by Councilmember Cimics

Vote FOR: Councilmembers Morgan, Tullgren, Perez, Cimics, Dahl; passed 5/0

- F. Presentation, discussion, and possible action on a Resolution to award a proposal from LSPS Solutions, LLC and authorize the City Manager to enter into a professional services agreement for a Study of the City of Live Oak's Water System Service Lines and Preparing a Service Line Inventory (LSL Inventory) to Comply with the United States Environmental Protection Agency's (USEPA) revised Lead and Copper Rule—M. Wagster

The USEPA's revised lead and copper rule requires water systems to prepare a lead service line inventory and submit it to the TCEQ by October 16, 2024. Mr. Wagster came before council to present a Resolution to award a proposal from LSPS Solutions, LLC for a study of the City of Live Oak's water system service lines and preparing for a service line inventory.

Councilmember Cimics asked if there would be any digging in the SAWS area of Live Oak. Mr. Wagster assured him there would not be any.

Councilmember Tullgren made a motion to approve agenda item 7F; seconded by Councilmember Morgan

Vote FOR: Councilmembers Morgan, Tullgren, Perez, Cimics, Dahl; passed 5/0

## 8. CITY COUNCIL REPORT

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

Councilmember Morgan reported a local businessman made him aware of some difficulties with the permit process. The City Manager immediately looked into the problem and discovered it was not a city issue but was able to assist businessman who was very appreciative. Councilmember Morgan also complimented the city ribbon cuttings compared to other surrounding cities.

Councilmember Tullgren asked if staff can follow up with citizen who came before City Council in the Citizen's to be heard section of the meeting.

Councilmember Perez expressed her concern with the potholes across the city.

## 9. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF

A. City Council

1. Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements

Councilmember Cimics congratulated Clarissa for making partner with the legal firm Denton, Navarro, Rodriguez, Bernal, Santee & Zech. Also mentioned he attended LOPD ceremony which was an excellent presentation. Lastly, asked when the pool liner project would be starting. Mr. Wagster informed Councilmember Cimics that date will be sometime late February but will be completed prior to pool opening.

B. Staff

2. Ribbon Cuttings, upcoming City Events, Special meetings and workshops, conferences and special acknowledgements

City Manager, Anas Garfaoui thanked the council for funding all the projects this past summer. Also mentioned TXDOT is aware of issues because of the posts on the City's Facebook page.

City Attorney, Clarissa Rodriguez, said thank you for the congratulations.

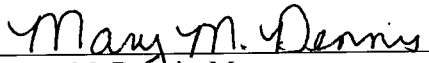
EDC Manager Donna Lowder, announced a ribbon cutting for the Alamo City Surgeon scheduled for February 5 at 10:00 a.m.

Public Works Director, Mark Wagster, announced Cathi Piotrowski's retirement.

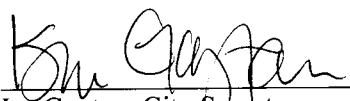
10. ADJOURNMENT

As there was no further business, Councilman Cimics made a motion to adjourn; seconded by Councilmember Perez. The City Council meeting adjourned at 7:59 p.m.

APPROVED:

  
Mary M. Dennis, Mayor

ATTEST:

  
Isa Gaytan, City Secretary