

MINUTES OF REGULAR
CITY COUNCIL MEETING HELD
SEPTEMBER 19, 2019

The City Council of Olmos Park, Texas held a regular meeting on September 19, 2019 commencing at 6:00 p.m. in the Council Chambers at City Hall. Mayor Ronald Hornberger presided and Council members present were Juliana Dusek, Erin Harrison, Kenyon McDonald, Sharon Plant and Deanna Rickabaugh. Staff present was City Manager, Celia DeLeon; City Secretary, Diane Gonzales; Fire Chief, Michael Goodreau; Police Chief, Rene Valenciano and Public Works Director, Gilbert DeLeon. Also present was City Attorney, Richard Lindner; Christopher Allison of M.E. Allison & Co.; Camia and Jim Hyslop, 420 Park Drive and D. Cavaness, 211 Parklane.

Mayor Ronald Hornberger called the meeting to order at 6:01 p.m. and determined a quorum was present.

Citizens to be heard: This time is provided for citizens to address the Council on issues and concerns. No action can or will be taken on issues raised under this portion of the meeting. Please state your name and address for the record and limit your remarks to a period not to exceed three minutes.

There were no citizens to be heard.

City Attorney Lindner stated under the new legislation the citizens have the right to speak will be the citizen's choice if they are here for a particular item or if they want to speak at the beginning of the meeting. Until we pass a policy it is best to let the citizen choose where they want to speak. Because the citizens have been notified that Council is going to deliberate an agenda item and they will have their three minutes to speak and at the Council's discretion can ask follow up questions. Some citizens will be here for just in general session and some will be here for an agenda item.

Mayor Hornberger stated we need to adopt a policy that says if the citizen wants to speak on a specific agenda item then they will speak at the time when that item is called.

Councilwoman Plant stated recommended to change the sign in sheet to show if the citizen is here for speaking in the general session or here for a particular agenda item.

Review and discussion on renewal of the Financial Advisor contract for a five-year term; take possible action

Christopher Allison stated he has served as the Financial Advisor since 2001 and in that eighteen year period there has been two City bonds issued and the City is three years away from being completely out of debt. He stated his contract is a renewal contract and no payment happens unless bonds are issued and per our industry rules we have to have a contract in place.

Councilwoman Plant stated she has worked with Mr. Allison since 2011 and he is awesome at what he does for the City.

City Manager DeLeon stated Mr. Allison assisted her with the tax rate error that we had this year and was a huge help.

Councilwoman Plant moved to accept the renewal of the Financial Advisor contract for a five year term.

Councilman McDonald seconded the motion.
The vote in favor of the motion was unanimous.

Review Investment Policy as required by Texas Public Funds Investment Act; take possible action

City Manager DeLeon stated this is an annual requirement and Mr. Allison has reviewed the policy and has no changes.

Councilwoman Plant moved to accept the City of Olmos Park Investment Policy as required by Texas Public Funds Investment.

Councilman McDonald seconded the motion.
The vote in favor of the motion was unanimous.

Accept \$1,000 cash gift from Mr. and Mrs. Dreyer for the Police (\$500) and Fire (\$500) Departments as required by the Olmos Park Gift Policy

Councilwoman Plant recommended sending Mr. and Mrs. Dreyer a thank you letter.

Mayor Hornberger recommended going forward for the City to send thank you letters out.

Councilwoman Plant moved to accept \$1,000 cash gift from Mr. and Mrs. Dreyer for the Police \$500 and Fire \$500 Departments as required by the Olmos Park Gift Policy.

Councilman McDonald seconded the motion.
The vote in favor of the motion was unanimous.

Discussion on the recycling and garbage programs and their costs and possibly implementing fees; take possible action

Mrs. Hyslop of 420 Park Drive stated she is a member of the Olmos Park Recycling Task Force Committee and is asking that the City please continue the recycling program in Olmos Park while the committee completes their study of the following items: They want to get quotes from other waste management companies for both landfill and recycling services, they want to better understand how Waste Management bills the City when our waste stream is co-mingled with the others. They want to explore options for creating a billing system for our waste stream similar to other municipalities. They want to better understand the market place for who is buying our recycling and how those rates are set. They want to communicate better ways to communicate with the Olmos Park residents to continue to clean up the recycling stream which will aide us in the overall costs and make it safer for our City employees. They also want to study the indirect cost of not recycling. She stated they appreciate the City's efforts to manage the finances responsibly and want to discover more ways to be responsible with the recycling budget as well.

Mayor Hornberger stated most of the things that we have discussed in the past are covered in the committee's report and he appreciates that the items you have on your list of further things you want to work on are going to take some more time after you gather more information. He has sent to the City Manager every article that he found anywhere on recycling and the challenges that seem to be developing about recycling because of the market place for the recycled materials and the difficulties in separating the materials all of which make recycling not so profitable anymore.

Councilwoman Plant wanted to thank the entire committee for all that they have done. She was on the phone with Longhorn Recycling and they are extremely knowledgeable and gave us a wealth of information. The City Manager and the Public Works Director and herself reached out to Waste Management, Texas Disposal and Strategic Materials which is the company that takes

recycled glass and obtained more information. Going out for RFQ's annually is a good idea. There is not a lot of land for landfills and there may be a new landfill that will be built in Seguin that is 356 acres that might be an option. Our Ad Valorem taxes are our main revenue and they go to salaries and benefits. We have gone from being billed \$38.66 a ton in September 2018 to \$53.00 a ton in March of 2019 then August of 2019 the fee went up to \$70.35 a ton. There is no revenue to be made off of recycling. We were told from our contact at Waste Management that the glass is a negative revenue item because of the freight cost and they are taking it to Midlothian, Texas.

Councilwoman Dusek stated the Committee has done so much in the last weeks and they went to our recycling facility and caught errors on how they have been billing us and the fee has gone down from \$70 a ton to \$50 a ton because our recycling is clean and our City is moving towards making this work for us. We are looking into a billing service and having this committee help us and our goals will come quicker.

Councilwoman Plant stated we have always provided streets and sanitation services, recycling and brush pick up at no charge to the residents and no other City does that. Given the cost and wanting to keep the program it will be time to start billing. Our problem right now is trying to find a billing solution and we do not have the staff to do it. SAWS and CPS will not bill for us. We met with Mr. Cox from Waste Management and they are currently billing for two Cities and they will not bill anymore and they would not even take our recycling program without having our street and sanitation trash program. She mentioned to him if they would consider taking Olmos Park, Alamo Heights and Terrell Hills recycling and he said there is no way he could talk to his people about taking the recycling program if we don't have the trash as well. She has reached out to the committee and they are researching on seeing if someone will do the billing.

Councilwoman Dusek stated we received a sample survey report of glass and it is a tiny percent of what we take and there is a percentage of glass on the report that is not accurate.

Councilwoman Plant stated the glass that they are taking to Strategic Materials only accepts blue, clear and brown glass and it has to be clean and they are selling it to the company Corning who has an entire system set up to super clean the glass so that is it recyclable. She learned what is truly 100% recyclable and what is 90% recyclable and what is 50% recyclable. The point is that this is only about \$9,000 of our budget and in light of the new legislation that is going to affect our second source of revenue we now will need to pass on the cost to the residents.

City Manager DeLeon stated the last two months of the trial period the recycling has cleaned up quite a bit. The Public Works Director did receive a comment from Waste Management that the recycle has been cleaned up and our fees will go down to \$58 a ton and presently our fee is \$70.35 a ton.

Mayor Hornberger asked how much more time does the committee need?

Mrs. Hyslop stated they hope that Council considers having the recycling continue until they come to a conclusion that it is not feasible or what can be done.

Mayor Hornberger stated we will put this item on the agenda as a rolling item so if there is something new to report.

Mayor Hornberger stated if we continue to remind the citizenry of how you need to prepare your recycling that they will remember and will abide by it. Send out an email blast soliciting as it where input from citizens about somebody to do the billing.

City Manager DeLeon stated we will have a booth set up at National Night Out with some recycling information.

Councilwoman Plant asked will the rate change if we start to accept glass again especially since the holidays are coming up and we will have more glass?

City Manager stated yes the rate will go up.

Councilwoman Harrison asked if we are going to accept glass again and we know that Strategic Materials only accepts blue, clear and brown glass then do we need to exclude green glass because there is no market?

Mayor Hornberger stated keep working keep doing what you are doing and come to Council with a plan and in the meantime the City Manager will have a rolling agenda item.

Councilwoman Dusek stated she would not add glass back to the recycling until we have more information. She also stated we also started a recycling email to put it on our website so if anybody had questions.

City Manager DeLeon clarified that we are not going to continue to take glass and Mr. DeLeon will still continue to put out recycling flyers to the homes that are not in compliance.

Councilwoman Plant asked if we take the clean green glass to waste management, is that going into the landfill or where is it going?

Councilwoman Dusek stated Midlothian did verify they are getting two or three tons from San Antonio.

Councilwoman Plant stated two tons is very low and Waste Management does not do anything in this area. Waste Management has some corporate customers and will allow them to store their glass there until they have enough for a truck load.

Public Hearing on FY2020 proposed budget

Mayor Hornberger opened the public hearing at 6:46 p.m.

No one spoke at the public hearing.

Mayor Hornberger closed the public hearing at 6:47 p.m.

Review, discuss and consider Ordinance 2019-08 adopting the FY2020 budget; take possible action by record vote

City Manager DeLeon stated the budget has all the amendments to the Sewer Fund and the Emergency Reserve Fund that Councilwoman Plant recommended and the Auditors agreed and the changes are included in the new budget.

Councilwoman Plant moved to approve Ordinance 2019-08 adopting the FY2020 budget.

Councilwoman Dusek Aye

Councilwoman Harrison Aye

Councilman McDonald Aye

Councilwoman Plant Aye

Councilwoman Rickabaugh Aye

Motion passes.

Public Hearing on 2019 tax rate to fund FY2020 budget

Mayor Hornberger opened the public hearing at 6:49 p.m.

No one spoke at the public hearing.

Mayor Hornberger closed the public hearing at 6:50 p.m.

Consider Ordinance 2019-09 setting the 2019 Tax Rate to fund the Fiscal Year 2020 Budget; take possible action by record vote

Councilwoman Rickabaugh moved to levy the ad valorem tax rate of the city of Olmos Park, for the year 2019 at a rate of \$ 0.434363 per one hundred dollars (\$100.00). For maintenance and operations, \$ 0.345241 per one hundred dollars (\$100.00) assessed valuation. For payment of principal and interest on bonds, \$ 0.089122 per one hundred dollars (\$100.00) assessed valuation and adopt Ordinance 2019-08.

Councilwoman Dusek Aye

Councilwoman Harrison Aye

Councilman McDonald Aye

Councilwoman Plant Aye

Councilwoman Rickabaugh Aye

Motion passes.

Discussion on Ordinance 2019-10 amending various chapters of the City of Olmos Park, Texas Code of Ordinances by modifying the following fees: Certificate of Occupancy and Re-inspection, Soliciting Permit, Board of Adjustment Application, Sign Permit, Pet Registration, OP Stickers, Organized Events and Estate Sales; Providing for severability; and setting an effective date; take possible action

City Manager DeLeon stated she is recommending changes to the City fees so they can be in line with other Cities.

Councilwoman Plant recommended to send out a postcard with the new fees and to put up on the website.

Councilwoman Rickabaugh asked what is the fee for a garage sale?

City Manager DeLeon stated we do not require a permit for garage sales only estate sales.

Councilwoman Plant asked can we add extra fees and add garage sales?

Richard Lindner stated if we add it, it is part of the City's use of public streets and it would go on the same section as the estate sales and the homeowner would have to get a permit application, dates of event, give the name and address of chairperson, the route, number of people participating, safety, and insurance requirements for a garage sale.

Mayor Hornberger stated we can add garage sales at a separate meeting.

Councilwoman Plant moved to adopt Ordinance 2019-10 amending various chapters of the City of Olmos Park, Texas Code of Ordinances by modifying the following fees: Certificate of Occupancy and Re-inspection, Soliciting Permit, Board of Adjustment Application, Sign Permit, Pet Registration, OP Stickers, Organized Events and Estate Sales.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

Discussion on Ordinance 2019-11 amending Chapter twenty-four (24) of the of the City's Code of Ordinances, entitled Offenses and Miscellaneous Provisions, to create Article VII to provide for the regulation of alarm systems and the assessment of penalties and fees for violations of alarm

systems; amending Chapter two (2) section two-twelve (2-12); amending Chapter eight (8) section eight-twenty-six (8-26); repealing Chapter twenty-two (22) Chapter 22-2. providing for severability; and setting an effective date; take possible action

City Manager DeLeon stated there is a contract that goes with this ordinance that was not included on the agenda so she is requesting that we discuss this and if there are some changes we can bring it back in October with the contract.

Councilwoman Plant stated her only question was on the fees for \$40 for fire and \$40 for alarm, since the fire and alarm are with the same company.

Police Chief Valenciano stated we did some research and one of our reserve officers Mr. Adelman helped and did a lot of the ground work and was trying to bring the current ordinance into modern time. The current ordinance we have was last amended in 1991. Currently we do not have a permit process on the residential side or the commercial side to have a burglar alarm or fire alarm and it is on a voluntary basis so we wanted to be more stream line with other entities. There is a fee on the residential side of \$40.00 for a burglar alarm and a fee of \$40.00 for a fire alarm annually and there is an exception for someone that is 65 years or older and the permit goes down to a \$30.00 for a burger alarm and \$30.00 for a fire alarm. On the commercial side there is a fee of \$100.00 for a burglar alarm and \$100.00 for a fire alarm. Within the permit it will give police and fire some critical information such as if there is a flammable liquid or explosive liquids. Right now when we go to a residential alarm we have no idea if it has a permit or not. If a resident calls a company to request a burglar alarm then at that time you can choose to have a fire alarm associated with your burglar alarm. The burglar alarm is regulated by the government code and the fire alarm is not.

Councilwoman Plant stated if this ordinance gets passed we need to have this up on the email blast and a postcard mailed out. There is an online registration and the Chief is going to give other options other than registering online. She asked how are we going to monitor this on an annual basis?

Councilwoman Rickabaugh asked if you have an alarm system currently installed that calls police or fire then you would need to register or you will be out of compliance?

Police Chief Valenciano stated yes that is correct and there will be a fee of \$250.00 associated if someone is out of compliance and that is embedded in the ordinance.

Councilwoman Rickabaugh asked you will only know that someone is out of compliance if they have an event?

Robert Adelman stated under the Texas Occupation Codes Chapter 1702.286 alarm companies are regulated by the Texas Fraud Security Act and alarm companies have a duty and obligation to provide when they install an alarm system and they have an obligation to provide that information to the municipality plus other entities that contacted or coordinated the alarm companies to get a list of all the previously installed systems. We can't require it but we can request it. Alarm companies generally want to provide that assistance because ultimately they don't want alarms to activate falsely because it exposes the resident for potential activation penalties so it is their best interest to provide that information to the City.

Councilwoman Plant asked is this a service agreement and do they process the billing?

Robert Adelman stated yes and it is combination of an ordinance which is a structure that puts in place a process then using false alarm management solution from this corporation and they

provide software as a service. We would manage the alarm program ourselves using their software which automates the processes that we do not have in place today that we can attempt to do by using a spreadsheet and the Chief has a binder that goes back to 1998. This is a combined effort of the ordinance enforcement piece combined with a software solution to allow us to manage it effectively. All of the billing and notifications are done using the software and form letters will be generated automatically and the system will notify via email. This system will allow us to provide a notification to the resident just as a courtesy after the fact to let them know that their alarm activated. One of the purposes of implementing this program is to help offset the operational expenses associated with the police and fire department responding to false alarms. In 2018 there were about \$57,000 in expenses responding to illegitimate calls for service so the point of the program is to put it in as a solution and it allows us to track effectively and provide excellent customer service to the community because we provide convenience features and it minimizes the City and staff to do it and the revenue that is generated and it is a cost recovery revenue to help off-set the cost and the excess revenue could be used by the police and fire departments.

Councilwoman Plant asked is the fee of \$7,500 for a three year contract?

Robert Adelman stated it is a per year fee and this would be more than a postcard mail out and we suggest having a town hall meeting where we can give a full presentation and educate the user of the alarm systems and we can put together a list of frequent ask questions. Our goal would be to reach out to the alarm companies and get a list and it would probably take us a year to 18 months to be fully up and running.

Police Chief Valenciano stated we would post it on the City's website, send on the weekly email blasts and talk about it at National Night October on October 1st and send out letters.

Councilwoman Plant recommended having all this information provided to the welcome committee for new residents.

Robert Adelman stated most entities charge an annual fee and in between the International Association of Chief of Police, the National Sheriff Association and the alarm industry have been working for years on developing a model best practice ordinance and set guidelines for just how to deal with alarm systems and the significant impact false alarms have on draining resources. Having a well-crafted ordinance with permits with fees was one of the significant takeaways because without an annual permit there are challenges of compliance.

City Manager DeLeon stated the City of San Antonio charges an annually fee of \$40.00.

Robert Adelman stated based upon industry standards based on value of homes our records show we only have 37% of residential homes showing that have alarms and we believe the number is more 50% to 65% percent of homes that have alarms and this ordinance will help us bring reality to what we believe is our perception. The costs for the \$57,000 is based on the police department that responded to 293 false alarm calls and a total of 4 burglaries in 2018 and it cost the police department when you look at personnel time, salaries and vehicle usage it cost the police department \$148 to respond on a per alarm basis. It cost the fire department \$564 for responding to 25 false alarms in 2018 so this is where the \$57,000 in operating expenses comes from.

Councilwoman Dusek asked do all the false alarms use the same company?

Robert Adelman stated no, for a burglar alarm the alarm company is required to contact and make two attempts at two separate phone numbers to try to verify the alarm is in fact real and only adds about 90 seconds to the response and the goal is to not subject the homeowner to a potential false activation charge but because Olmos Park police department has exceptional response time that 90 seconds goes by quickly. The moment the homeowner calls Alamo Heights Dispatch they will notify Olmos Park and we will be at your house within 2 minutes.

Councilwoman Plant stated it looks like there are duplicate calls on the fire and police reports for some homeowners.

Robert Adelman stated we do have some they are frequent.

Councilwoman Harrison asked why don't we just increase the penalty for repeat offenders?

Robert Adelman stated we are limited to statutorily for burglar alarms, the cost for false activations are governed by Texas statute. Most residents do not have an integrated fire alarm system in their burglar alarm configuration. From an enforcement perspective it takes time and effort to vanish the program to ensure that records are being tracked and false alarms are being tracked so the alarm permit fees are designed to help pay those costs for the community that has chosen to have an alarm.

Mayor Hornberger stated we can do the same thing by not having an annual fee and registration simply by raising the cost for false alarms, if you have more than one you get charged \$75.00 per false alarm and this is what the City of San Antonio charges. This would mean the homeowners do not have to register and don't have to pay an annual fee. If they have a false alarm then they will have to pay for it and the cost to the City. The alarm permit application has a section for alarm site information and asked whether or not the homeowner has any guns present on site and if so where are they located and the Mayor stated he has a right to keep and bear arms and does not see any purpose served by having that information on the application. He stated this information is not even on the City of San Antonio's application and asked if someone does not write down on the application that they have guns then then what ordinance have they violated?

Robert Adelman stated the City of San Antonio last updated their ordinance about eight years ago.

Police Chief Valenciano stated the reason that it is included in the application is if you have a fire and it gets up to a certain degree then the fire department needs to know how to respond because those rounds of ammunition will start to go off.

Mayor Hornberger stated the application does not ask someone about ammunition, it asks what guns they have. There is a separate question that says list any unknown hazards (explosives, dangerous chemicals, etc.). Does etc. mean ammunition?

Police Chief Valenciano stated yes and it also includes residents that have flammables and the fire department will need to know that and this is just information and it is not required for the homeowner to disclose, but we are in line with the best practices.

Mayor Hornberger stated if he does not make the application true and correct and asked penalty have I not just violated a law in Olmos Park by making a false statement in the application?

Councilwoman Harrison asked with all the personal information and sites that are being hacked with taking peoples information and if we provide all our personal information, how are we going to protect that and is this going to be automated?

Robert Adelman stated this is what the vendor does day in and day out and it is encrypted and it is the same encryption that is that is used by the banks.

Councilwoman Plant stated all of this information was on our place seating and we need to talk about this in a town hall meeting and the City Attorney needs to review it and asked does the City have any liability is something happens?

City Attorney Lindner stated as far as liability if their personal information gets out, he believes they City would have sovereign immunity.

Mayor Hornberger stated that is a bad alternative. Both of the items are solved if you don't require a permit and an application and you state if you have a 3rd false alarm it will cost you.

Robert Adelman stated the problem is burglar alarm calls cannot exceed the State statue, we are limited.

Police Chief Valenciano stated the maximum fee is \$50.00 on your sixth false activation per calendar year.

Mayor Hornberger asked how likely is that to happen to anyone?

Robert Adelman stated it has happened several times. At the current time we don't have any way to differentiate between burglar alarm, panic alarm, distress alarm and robbery alarm, whereas the ordinance makes it very clear.

Mayor Hornberger stated we will have this item on the October agenda and we can try to set up a town hall meeting.

Councilwoman Rickabaugh moved to table this item until October.

Councilwoman Plant seconded the motion.

The vote in favor of the motion was unanimous.

Discussion on forming a subcommittee between the Planning and Zoning Commission and the City Council to discuss possible regulations on impervious cover or drainage; take possible action
Councilwoman Plant asked can we have two City Council members and two Planning & Zoning members discuss and bring a recommendation back to Council?

Richard Lindner stated yes you can have two members on each board, and those two members have to be the same two members every time. Those members can discuss the information before the next open session meeting.

Councilwoman Plant stated when a homeowner remodels they have to be sure the drainage is going towards the street and not infringing on their neighbor's property and altering it.

Richard Lindner stated the impervious cover restrictions you have for the front yard and the drainage is very difficult because of the scale of it and a very small change in landscaping can make a big change and the only person that can determine a change is a professional engineer.

Councilwoman Rickabaugh stated Planning & Zoning looked at it and have declined.

Councilwoman Plant stated Planning & Zoning takes direction from City Council on other projects annually and she would like to table this and put it on the agenda for October.

Mayor Hornberger stated impervious cover is not that hard but it impacts definitely drainage. Olmos Park was set up were there were alleyways that were functional and usable and it is not legal for someone to build a structure into that alleyway or easement because there are drainage easements among other things and we have not enforced that for many years. There is a way over time to correct this but he was unable to get any buy in from the Council in the past. We can state that when a homeowner closes on the sale of a home then they have to be sure it is brought up to code and if it is not brought up to code than you can't close on your house. You can target these easements and say it has to be brought up to code with respect to the easement problem.

Councilwoman Plant stated we are at our year end fiscal year and typically Planning & Zoning and the Economic Development Corporation give us a year-end report of what was done.

Councilwoman Rickabaugh stated Planning & Zoning gave a recommendation and at their last meeting that they were reluctant to do anything but did recommend having a sub-committee.

Councilwoman Plant moved to table this item and next month put it back an ordinance for Council to discuss.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

Discussion on Nomination Phase of Selection Process for Election of Bexar Appraisal District Board of Directors 2020-2021; take possible action

City Manager DeLeon stated Olmos Parks receives four votes for the election. She stated she received a phone call from Councilwoman Harrison who is interested.

Mayor Hornberger stated Olmos Park receives four votes out of five thousand.

Councilwoman Plant moved to nominate Councilwoman Erin Harrison to serve as a representative from the City of Olmos Park for a Nomination Phase of Selection Process for Election Appraisal District Board of Directors 2020-2021.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and approval of the following FY2019 Budget Amendments:

- Transfer \$100,000 from GF surplus funds to Sewer account
- Transfer \$50,000 from GF surplus funds to Emergency Reserve account

Mayor Hornberger stated we have discussed both of these in our budget session and they have been included in the budget that we have approved and we received the approval from the Auditors.

Councilman McDonald moved to transfer \$100,000 from GF surplus funds to Sewer account and to transfer \$50,000 from GF surplus funds to Emergency Reserve account.

Councilwoman Plant seconded the motion.

The vote in favor of the motion was unanimous.

Consent Items:

- a. Approve Cash Disbursements August 2019;
- b. Approve City Council minutes of August 15, 2019

Councilwoman Plant moved to accept the consent items.
Councilman McDonald seconded the motion.
The vote in favor of the motion was unanimous.

Departmental Reports: (Written reports submitted to City Council, no further discussion required, unless requested by City Council.)

- a) Police:
 - (1.) Incidents, arrests and activity during the prior and current months.
- b) Fire:
 - (1.) Fire and other service calls, activity and training activities during the prior and current months.
- c) Streets and Sanitation:
 - (1.) Monthly Report
- d) Administration:
 - (1.) Financial reports for August 2019;
 - (2.) Monthly overtime, CT, vacation, sick leave report
 - (3.) Building Department Report
 - (4.) Municipal Court Report
- e) Manager's report:
 - (1.) Discussion of written reports (if needed).

Councilman McDonald moved to accept the departmental reports as submitted.
Councilwoman Dusek seconded the motion.
The vote in favor of the motion was unanimous.

There was no further business and the meeting was adjourned at 7:51 p.m.

Ronald Hornberger
Mayor

ATTEST:

Diane Gonzales
City Secretary