

MINUTES OF REGULAR
CITY COUNCIL MEETING HELD
MAY 15, 2024

The City Council of Olmos Park, Texas held a regular meeting on May 15, 2024 commencing at 6:00 p.m. in the Council Chambers at City Hall. Mayor Deanna Rickabaugh presided and Council members present were Erin Harrison, Will Brooks, Kenyon McDonald and Juliana Dusek. Councilmember not present was Sharon Plant. Staff present were City Manager, Celia DeLeon; City Secretary, Hilary Pickard; Fire Chief, Michael Goodreau; Police Chief, Fidel Villegas; Director of Public Works, Gilbert DeLeon; Police Lieutenant, Hector Ruiz; and Reserve Police Officer, Sandy Atherton. Also present was Planning and Zoning Chairman, Adam Harden; City Attorney, Megan Santee; Tom Marks and Tiffany Covington with VIA Metropolitan Transit Authority; and resident and Olmos Park Board of Adjustment member, Brenda Atherton.

Mayor Rickabaugh called the meeting to order at 6:00 p.m. and determined a quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Rickabaugh.

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.

Issue Certificates of Election, Statement of Elected Officers and Administer Oath of Office to newly elected officials, Erin Harrison, Kenyon McDonald and Will Brooks

City Secretary, Hilary Pickard, issued Certificates of Election and Statement of Elected Officers to newly elected officials, Erin Harrison, Kenyon McDonald and Will Brooks, and administered Oaths of Office to each.

Discuss and possible action on a process for appointment to City Council Place 1; take possible action

City Council decided upon holding a Special Council meeting to conduct candidate interviews. It was also decided that the submission date for applicants would remain open until May 31, 2024, and that the date of the interviews would take place on June 4th, 2024 at 5:00 p.m. at City Hall. Council stated that once a candidate has been chosen, the official appointment of a member of City Council Place 1 would be made at the June 19, 2024 regular City Council meeting.

Discussion and possible action on Resolution 2024-03 appointing a city secretary to serve a two-year term, as per City Code Section 2-3

Councilman McDonald made a motion to appoint Hilary Pickard as city secretary to serve a two-year term, as per City Code Section 2-3.

Councilman Brooks seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and possible action on Resolution 2024-02 on the selection of a depository to provide bank depository services

City Manager, Celia DeLeon, explained that the RFP was published in the San Antonio Express News and on the City of Olmos Park website, and that one proposal was received from Broadway Bank. City Manger DeLeon stated that it is her recommendation that the City remain with Broadway Bank, and that Council approve Resolution 2024-02.

Councilman McDonald made a motion to approve Resolution 2024-02, selecting Broadway Bank to provide bank depository services.

Councilwoman Dusek seconded the motion.

The vote in favor of the motion was unanimous.

Discussion and possible action on a request from VIA Metropolitan to repeal the exemption of sales tax for telecommunications services within the City as allowed under Texas Tax Code 321.210

Mr. Tom Marks with VIA Metropolitan spoke and provided a summary of VIA's goal to collect sales tax for telecommunications services within the City, as discussed and presented at the April 17, 2024 City Council meeting. After brief discussion, it was the decision of Council to table the item for further discussion and decision until a full Council is present.

Councilman McDonald made a motion to table this discussion until the next City Council meeting when a full Council is present.

Councilman Brooks seconded the motion.

The vote in favor of the motion was unanimous.

Formally accept a \$1,500 donation for the Police Department to use as needed, as required by the Olmos Park Gift Policy

City Manager DeLeon explained that \$1,500 was anonymously donated to the Olmos Park Police Department and that a formal acceptance is required by the City's Gift Policy.

Councilwoman Dusek made a motion to formally accept a \$1,500 donation for the Police Department to use as needed required by the Olmos Park Gift Policy.

Councilman Brooks seconded the motion.

The vote in favor of the motion was unanimous.

Discussion regarding confirmation of appointment of members to the Board of Adjustment by Mayor to serve a two-year term through May 2026; take possible action

City Manager DeLeon explained that current Board Member, Ms. Brenda Atherton's term is up for reappointment and that she is willing to serve another term on the Board of Adjustment through May of 2026.

Councilman McDonald made a motion to reappoint Brenda Atherton to serve another two-year term through May of 2026.

Councilwoman Dusek seconded the motion.

The vote in favor of the motion was unanimous.

Set a date and time to conduct a FY2025 budget workshop

Councilwoman Dusek made a motion to wait until the June 2024 Special meeting to set a date and time to conduct a FY2025 budget workshop.

Councilman Brooks seconded the motion.

The vote in favor of the motion was unanimous.

Set a date and time for City Council Training

Councilwoman Dusek made a motion to wait until the June 2024 Special meeting to set a date and time for City Council Training.

Councilman McDonald seconded the motion.

The vote in favor of the motion was unanimous.

Consent Items:

- a. Approve Cash Disbursements April 2024;
- b. Approve regular City Council minutes of April 17, 2024;
- c. Appoint Leslie Kassahn as Municipal Court Judge and Lawrence Morales as Alternate Municipal Court Judge to serve a two-year term through May 2026

Councilwoman Dusek made a motion to approve Consent Items A-C.

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 April 2024;
 - (2.) Monthly overtime, CT, vacation, sick leave report;
 - (3.) Building Department Report;
 - (4.) Municipal Court Report
 - (5.) City Engineer Report
- e) Manager's report:
 - (1.) Discussion of written reports (if needed).

City Manager DeLeon explained that Police Chief Villegas prepared a map of the City indicating the location of each of the license plate readers to be installed for Council to review, and that once installed, it will take 30 days for the cement to cure completely.

Councilman Brooks made a motion to approve Departmental Reports A-E.
Councilwoman Dusek seconded the motion.
The vote in favor of the motion was unanimous.

Announcements and requests from Council members for future agenda items

Councilwoman Dusek requested that the appointment of a Mayor Pro Tem be done at the June 19, 2024 regular City Council meeting. City Manager DeLeon reviewed and confirmed the Agenda items for the June 4, 2024 Special City Council meeting, and reminded Council that she would be out of the office through the date of May 20-24, 2024, and that Fire Chief Goodreau would be in charge during her absence. Councilwoman Dusek requested that the newly hired Police Officers attend the next regular City Council meeting so that they may be introduced.

Councilman McDonald made a motion to adjourn the City Council meeting.
Councilwoman Dusek seconded the motion.
The vote in favor of the motion was unanimous.

There being no further business, the meeting was adjourned at 6:38 p.m.

Erin Harrison
Mayor

ATTEST:

Hilary Pickard
City Secretary