

AGENDA
REGULAR MEETING OF THE LIVE OAK CITY COUNCIL
8001 SHIN OAK DRIVE
TUESDAY, MAY 28, 2024, AT 7:00 P.M.
FOLLOWING THE ECONOMIC DEVELOPMENT CORPORATION MEETING

The public may watch the meeting live at www.liveoaktx.net by clicking on the “Live Meetings” button.

1. CALL TO ORDER
2. ROLL CALL
3. INVOCATION/PLEDGE OF ALLEGIANCE
4. CITIZENS TO BE HEARD

Per Live Oak City Charter

Section 2-21.5 (1) Live Oak Municipal Code: The rules of courtesy are adopted for persons in attendance at all meetings of Council include: “Those signed up to speak under Citizens To Be Heard shall be called upon in the order that they have registered. No personal attacks shall be allowed by any speaker.”

Section 2-21.1 – Preservation of order includes: “The mayor shall preserve order and decorum, prevent personal references to Council Members or impugning of other members’ motives.”

5. CONSENT AGENDA

A. Approval of Minutes

1. May 14, 2024, Regular Meeting
2. May 16, 2024, Special Canvassing Meeting

B. Discussion and possible action regarding a Resolution authorizing the adoption of the Live Oak Municipal Court Confidentiality policy and update to the City of Live Oak personnel policy manual; and establishing an effective date.

6. SPECIAL CONSIDERATION

- A. Proclamation for National Safety Month, June 2024—Mayor Dennis and Mr. Kowalik
- B. Proclamation for National Garden Week, June 2 through June 8, 2024—Mayor Dennis and Mr. Wagster
- C. Proclamation for Small Cities Month, June 2024—Mayor Dennis
- D. Proclamation for National Oral Health Month, June 2024—Mayor Dennis and Dr. Schlepp
- E. Presentation of new Assistant City Manager, Mr. Ron Ruthven—Mr. Garfaoui

7. NEW BUSINESS

- A. Discussion and presentation of Certificates of Election, Oath of Office, and Statement of Officers to candidates for Mayor and two City Council Members Place Two, and Four to the City Council and declaring the results and the members as “elected” for the General Election held May 4, 2024—Mrs. Gaytan and Judge Phillips
- B. Discussion and possible action to elect a Mayor Pro-Tem—City Council
- C. Discussion and possible action to consider a Resolution authorizing the conveyance of multiple tracts of Real Property, consisting of approximately 0.627 acres, located

north of Avery Road and South of Montanio Park from the Live Oak Economic Development Corporation to be used for public park purposes to the City of Live Oak – Mrs. Lowder

- D. Discussion and possible action to consider a Resolution authorizing the conveyance of multiple tracts of Real Property, consisting of approximately 3.78 acres, located north of Miller Road and South of Woodcrest Park from the Live Oak Economic Development Corporation to be used for public park purposes to the City of Live Oak – Mrs. Lowder
- E. Discussion and possible action to consider a Resolution authorizing the conveyance of a tract of Real Property, consisting of approximately 32.78 acres, locate north of Miller Road from the Live Oak Economic Development Corporation to be used for public park purposes to the City of Live Oak – Mrs. Lowder
- F. Discussion and possible action to consider a Resolution authorizing the conveyance of multiple tracts of Real Property, consisting of approximately 2.71 acres, located north adjacent to Woodcrest Park and South of Forest Stream from the Live Oak Economic Development Corporation to be used for public park purposes to the City of Live Oak – Mrs. Lowder
- G. Discussion and possible action to consider a Resolution authorizing the conveyance of a tract of Real Property, consisting of approximately 1.65 acres, located northwest of Miller Road and southwest adjacent to Woodcrest Park from the Live Oak Economic Development Corporation to be used for public park purposes to the City of Live Oak – Mrs. Lowder

8. CITY COUNCIL REPORT

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

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

B. Staff

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

10. ADJOURNMENT

I certify that the above notice of meeting was posted on the bulletin board of the City Hall, 8001 Shin Oak Drive, City of Live Oak, Texas, on May 24, 2024 by 5:00 p.m.



Isa Gaytan, TRMC
City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretative services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office, for concerns or requests, at (210) 653-9140, Ext. 2213.

The City Council for the City of Live Oak reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by the Texas Open Meetings Act, Texas Governmental Code §§ 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberation about Security Devices), and 551.086 (Economic Development), and any other provision under Texas law that permits a governmental body to discuss a matter in a closed executive session.

REQUEST ALL PAGERS AND PHONES BE TURNED OFF, WITH THE EXCEPTION OF EMERGENCY ON-CALL PERSONNEL.

It is possible that a quorum of the Live Oak Economic Development Corporation, Parks and Recreation Commission, Planning and Zoning Commission and Board of Adjustment Commission could attend this meeting. The individual members will not engage in any discussion or deliberation on any matters presented by the agenda.

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, MAY 14, 2024, AT 7:00 P.M

1. CALL TO ORDER

Mayor Dennis called the meeting to order at 7:00 p.m.

2. INVOCATION/PLEDGE OF ALLEGIANCE

Completed.

3. ROLL CALL

Mayor Mary M. Dennis
Councilmember Mendell Morgan
Councilmember Bob Tullgren
Councilmember Dr. Erin Perez
Councilmember Ed Cimics
Councilmember/Mayor Pro-Tem 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
Meghan Santee, City Attorney
Donna Lowder, Manager of EDC
Isa Gaytan, City Secretary

4. CITIZENS TO BE HEARD

There were no citizens to be heard.

5. CONSENT AGENDA

A. Approval of Minutes

1. April 30, 2024

- B. City Council to approve an excused absence for Councilmember Mendell Morgan from the April 30, 2024, City Council meeting—Mrs. Gaytan

Councilmember Tullgren made a motion to approve Consent Agenda; seconded by Councilmember Perez

Vote FOR: Councilmember Morgan, Tullgren, Perez, Cimics, and Dahl; Passed 5/0

6. SPECIAL CONSIDERATION

- A. Proclamation for National EMS Week, May 19 through May 25, 2024.

Mayor Dennis presented proclamation to Chief Surber, Assistant Chief Santana, Fire Marshal, Rafael Luna and Fire Fighters present at meeting.

7. NEW BUSINESS

- A. Presentation and discussion and possible direction regarding the state of the City and the upcoming 2024/25 budget and processes—Mr. Garfaoui and Mr. Kowalik

Mr. Kowalik presented the upcoming 2024/2025 budget and process. This annual item is brought to Council every year before the budget process begins.

No action was taken on this item.

- B. Discussion and possible action to approve the Quarterly Investment Report ending March 31, 2024—Mr. Kowalik

Mr. Kowalik presented the Quarterly Investment Report ending March 31, 2024 to Council.

Councilmember Tullgren made motion to approve the Quarterly Investment Report; seconded by Councilmember Morgan

Vote FOR: Councilmember Morgan, Tullgren, Perez, Cimics, Dahl, Passed 5/0

- C. Presentation, discussion, and possible action to approve the Quarterly Financial Report ending March 31, 2024—Mr. Kowalik

Mr. Kowalik presented the Quarterly Financial Report ending March 31, 2024 to Council.

Councilmember Tullgren made a motion to approve the Quarterly Financial Report; seconded by Councilmember Morgan

Vote FOR: Councilmember Morgan, Councilmember Tullgren, Councilmember Perez, Councilmember Cimics, Councilmember Dahl: 5/0 PASSED

Mayor Dennis requested to go to City Council Report and General Announcements before going into Executive Session.

9. CITY COUNCIL REPORT

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

Councilmember Morgan reported that the Human Society's magic show went very well and thanked all participants and all who helped in supporting the successful event.

Mayor Dennis acknowledged Sandy and Rita for passing out flyers for the magic show.

Councilmember Perez thanked Councilmember Morgan for the great magic show. Also congratulated Honor Flight 018 who were welcomed on Sunday night, congratulated San Antonio's Childrens Chorus who were very grateful for the proclamation.

Councilmember Cimics reported Shred Day was a great success and thanked everyone involved.

Mayor Dennis acknowledged National Mental Health Month, May 2024, and National Fitness Month, May 2024. Thanked Mr. Green for bringing the national fitness month to her attention.

10. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF

A. City Council

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

B. Staff

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

Donna Lowder announced the groundbreaking event for Texas Pickel Hall on May 30, 2024 at 10:00 a.m.

Assistant Chief Fratus mentioned it is National Police Week and announced the Police Memorial will be on May 15 at Selma city hall. Also mentioned Citizens Police Academy graduation next week.

Mr. Kowalik announced he is working on final dates for budget calendars.

Mr. Wagster announced the Armed Forces parade will be this Saturday at 10:00 a.m.

Fire Chief Surber announced Schertz EMS is celebrating their 50th anniversary and will be at the forum 10-2 on Sunday.

Mayor Dennis acknowledged Mr. Perez in the audience and thanked him for his service in law enforcement.

8. EXECUTIVE SESSION:

A. The City Council will convene into executive session pursuant to Texas Government Code Section 551.071, Consultation with Attorney and 551.072, Deliberation regarding real property to discuss and receive advice on the purchase, exchange or value of real property related to a Live Oak conference center.

Mayor Dennis called the executive session at 7:29 p.m.

B. Reconvene into open session and action on items discussed in executive session as needed.

Mayor Dennis called the meeting to open session at 7:51 p.m. No action was taken.

11. ADJOURNMENT

As there was no further business, Councilmember Cimics made a motion to adjourn; seconded by Councilmember Dahl. The City Council meeting adjourned at 7:51 p.m.

APPROVED:

Mary M. Dennis

ATTEST:

Isa Gaytan, City Secretary

MINUTES
SPECIAL CANVASSING MEETING OF THE CITY COUNCIL
CITY OF LIVE OAK
WILL BE HELD AT THE LIVE OAK COUNCIL CHAMBERS
8001 SHIN OAK DRIVE
THURSDAY, MAY 16, 2024 AT 6:00 P.M.

1. CALL TO ORDER

Mayor Pro Tem Dahl called the meeting to order at 6:00 p.m.

2. INVOCATION/PLEDGE OF ALLEGIANCE

Completed

3. ROLL CALL

Mayor Pro Tem Aaron Dahl
Councilmember Bob Tullgren
Councilmember Ed Cimics

Staff

Anas Garfaoui, City Manager
Michael Fratus, Assistant Chief of Police
Mayor Dennis, acknowledged in audience
Isa Gaytan, City Secretary

4. CITIZENS TO BE HEARD

No citizens to be heard.

5. NEW BUSINESS

- A. Discussion and possible action regarding approval of a Resolution canvassing the general election returns and declaring the results of the General Election held May 4, 2024, for the purpose of electing Mayor, and two Councilmembers, Places Two, and Four to the City Council of the City of Live Oak – Mrs. Gaytan

Mrs. Gaytan presented the results for the General Election held on May 4, 2024.

Councilmember Cimics made a motion to approve the Resolution canvassing the General Election held on May 4, 2024; seconded by Councilmember Tullgren

Vote FOR: Councilmembers Tullgren, Cimics, Mayor Pro Tem Dahl: Passed 3/0

6. CITY COUNCIL REPORT

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

No reports from Council.

7. GENERAL ANNOUNCEMENTS FOR CITY COUNCIL AND STAFF

A. City Council

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

No announcements from Council.

B. Staff

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

City Manager, Anas Garfaoui announced the Armed Forces parade happening on Saturday at 10:00 a.m.

8. ADJOURNMENT

As there was no further business, Councilmember Cimics made a motion to adjourn; seconded by Councilmember Tullgren. The meeting adjourned at 6:03 p.m.

APPROVED:

Mary M. Dennis, Mayor

ATTEST:

Isa Gaytan, City Secretary



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 28, 2024

Agenda item: 5B

Prepared by: A. Gonzalez Interim Court Clerk

Reviewed by: Anas Garfaoui, City Manager

Department: Municipal Court

AGENDA ITEM DESCRIPTION:

Discussion and possible action regarding a Resolution authorizing the adoption of the Live Oak Municipal Court Confidentiality policy and update to the City of Live Oak personnel policy manual; and establishing an effective date.

Staff Briefing:

Resolution has been reviewed by Judge Phillips and no changes have been made.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

Strategic Goals: 1 - Stable, 2 - Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

Under Consent Agenda.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ADOPTION OF THE LIVE OAK MUNICIPAL COURT CONFIDENTIALITY POLICY AND UPDATE TO THE CITY OF LIVE OAK PERSONNEL POLICY MANUAL; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Live Oak desires to provide a set of guidelines intended to create and maintain understanding and cooperation among the employees of the City and to set forth results and procedures to enhance the services of the City; and

WHEREAS, the City Council finds state and federal rules and regulations set certain provisions regarding City employee conduct; and,

WHEREAS, the Supreme Court of Texas approved amendments to the Texas Rules of Judicial Administration and such amendments requires each court in the State to adopt a confidentiality policy, as required by Rule of Judicial Administration 7.1, by May 1, 2024; and

WHEREAS, the Texas Municipal Court Education Center created a model policy incorporating the confidentiality provisions in Rule of Judicial Administration 7.2 that are specific to the municipal court; and

WHEREAS, the model policy has been tailored for use by the City and is attached hereto as Exhibit A; and

WHEREAS, the City Council finds that the court staff received training and education of the Court's confidentiality plan on or about April 29, 2024; and

WHEREAS, the City Council finds that the adopted Live Oak Municipal Court Confidentiality Policy and Agreement (Exhibit A), should be included as part of the City's Personnel Handbook and ratification and adoption of the Confidentiality Policy is in the best interest of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY OF LIVE OAK, BEXAR COUNTY TEXAS:

Section 1. The City Council approves the Live Oak Municipal Court Confidential Policy and Agreement, attached hereto as Exhibit A, and incorporated for all purposes. The City Council authorizes the City Manager or the City Manager's designee to append the policy provided for herein to the City's Personnel Policies Manual.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as part of the judgment and finding of the City Council.

Section 3. All Resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND APPROVED this _____ day of _____ 2024.

Mary M. Dennis, Mayor

ATTEST:

Isa Gaytan, City Secretary

APPROVED AS TO FORM:

Denton Navarro Rodriguez Bernal Santee & Zech, P.C.
City Attorney

Live Oak Municipal Court Confidentiality Policy and Agreement

Employees of the Live Oak Municipal Court occupy positions of public trust. In the course of their duties, employees will encounter confidential information about the prospective disposition of cases and the inner workings of the Court.

Preserving the confidentiality of the Court's documents and private deliberations is crucial to the Court's work. More specifically, confidentiality furthers the ability of judges and judicial staff to communicate openly and honestly and to reach the most legally correct outcomes for litigants. Confidentiality also builds public respect for the judiciary and impresses on others the gravity of the judicial process. Any breach of confidentiality would betray not only the Court and the individuals who work here, but also the public's interest in thorough, considered justice.

Confidentiality has long been an expectation within Texas courts. Canon 3B(10) of the Texas Code of Judicial Conduct demands that judges and court staff refrain from "public comment about a pending or impending proceeding which may come before the judge's court." Canon 3B(11) of the Texas Code of Judicial Conduct provides that "[t]he discussions, votes, positions taken, and writings of appellate judges and court personnel about causes are confidences of the court and shall be revealed only through a court's judgment, a written opinion or in accordance with Supreme Court guidelines for a court approved history project."

Texas Government Code Section 21.013 creates a Class A misdemeanor criminal offense for the unauthorized disclosure of non-public judicial work product, stating "[a] person . . . with access to non-public judicial work product commits an offense if the person knowingly discloses, wholly or partly, the contents of any non- public judicial work product" Additionally, Texas Penal Code Section 39.06 criminalizes the misuse of official information by a public servant who "discloses or uses information for a nongovernmental purpose that: (1) he has access to by means of his office or employment; and (2) has not been made public", with penalties ranging from a Class C misdemeanor to a felony of the third degree.

This confidentiality policy incorporates the Canons as well as the statutory penalties of both Texas Government Code Section 21.013 and Texas Penal Code Section 39.06. This policy applies to all Court staff and city employees whose duties may include having access to court records.

1. Protection of information. Confidential information must not be shared with persons not employed within the Court, except as provided in Section 3 below. Employees must refrain from commenting about cases that are or may come before the Court to family, friends, or acquaintances.

2. Confidential information defined. Confidential information includes:

- a) drafts of opinions not yet released, internal memoranda, emails between judges or staff, and any other document not intended for public use;
- b) conversations between judges or court staff about litigants or cases before, previously before, or expected to come before the Court;
- c) the private views of judges or court staff concerning the disposition of cases, litigants, anticipated cases, or each other;
- d) the authorship of per curiam opinions or orders, the timing of opinion or order release, and any other procedural mechanism not ordinarily public;
- e) documents filed under seal by litigants or counsel; and
- f) other information, however communicated, that is not authorized to be made public.

3. Disclosures of confidential information.

- a) **Intentional disclosure** of confidential information outside of the boundaries of (1) above may be met with maximum disciplinary action. See (5) below.
- b) **Negligent or accidental disclosure** is an extremely serious matter that may, but will not necessarily, be met with penalties as described in (5) below. Employees who accidentally disclose confidential information have a duty to promptly report the disclosure to their supervisor, appointing authority, or human resources department so that mitigation can be attempted.

Employees are expected to exercise their discretion and judgment to minimize the risk of inadvertent disclosure. For example, employees should refrain from

communicating about sensitive matters in crowded or public spaces where others may overhear, even within the public areas of the Court. Employees should use court-issued, password-protected equipment to transmit confidential documents. Employees should be mindful of who can see their screen when working at home, on aircraft, public transit, or in public spaces. Employees should carefully keep track of and password protect electronic devices containing confidential information and immediately report any loss or theft of those devices.

- c) **Authorized disclosure** occurs when the Judge, City Attorney or Prosecutor who supervises the employee authorizes the employee to share work product with a specific person or organization. For example, employees may be authorized to share draft rules or administrative orders for review and comment before they are released to the public, and the Court Administrator or Clerks of the Court may be authorized to disclose information relating to case status as part of their job duties, provided the Court's internal, confidential deliberations are not disclosed.
- d) **Disclosure as necessary to report misconduct or illegal acts** is permitted. Employees may disclose confidential information when such disclosure is necessary to adequately report to an appropriate authority the misconduct or illegal acts of any person, including sexual or other forms of harassment.

4. Continuing confidentiality obligation. An employee's duty to preserve confidentiality survives the employee's departure from the Court. An employee who leaves the Court has the same ongoing duty to protect confidential information that they had during their employment.

Further, the duty to protect information related to the disposition of cases, such as the substance of the Court's deliberations, persists even after an opinion or order is publicly released. Employees asked about a decision of the Court should offer no comment beyond a referral to the released opinion or order.

Finally, employees who depart from Court employment may not retain confidential materials. Employees should return or securely dispose of materials, such as in designated Court shredding bins, prior to an anticipated departure, or as soon as possible after an unanticipated departure.

5. Penalties for unauthorized disclosure: In the event of an unauthorized disclosure of confidential information, the Court will investigate the circumstances and such investigation will be coordinated with the City Manager or City Manager's designee. Investigations will follow the policies and procedures adopted by the City and provided for in the City's personnel manual or employee handbook and appropriate disciplinary action, will be administered as necessary. Potential disciplinary actions may include but are not limited to:

- a) referral of the matter to the relevant law enforcement agency for investigation and prosecution. *See* Texas Government Code Section 21.013 and Texas Penal Code Section 39.06;
- b) disciplinary actions pursuant to the City's Personnel Policy Manual or Handbook in effect at the time of the violation, including termination of employment;
- c) for attorneys, referral to the State Bar of Texas or of other states for discipline and possible loss of the privilege to practice before Texas or other courts.

6. Acknowledgement. Please acknowledge your understanding and agreement to this policy by signing below.

Employee's Signature

Date



CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024 Agenda item: 6A

Prepared by: Isa Gaytan, City Secretary Reviewed by: Anas Garfaoui, City Manager

Department: Administration

AGENDA ITEM DESCRIPTION:

Proclamation for National Safety Month, June 2024.

STAFF BRIEFING:

The month of June has long been designated as National Safety Month by the National Safety Council. This organization, formed back in 1913 is a non-government public service organization that promotes health and safety throughout the United States.

The month of June was selected many years ago as National Safety Month as a means of promoting safety during the summer, however it now is their annual safety campaign month which focuses on reducing the leading causes of injuries at work, on our roadways and in our homes.

ACTION:

- Other
- Proclamations
- Finance Report
- Ordinance
- Resolution
- Special Presentation
- Public Hearing

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	2 & 3

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

STAFF RECOMMENDED MOTION:

None.



PROCLAMATION FOR
NATIONAL SAFETY MONTH

WHEREAS: Each year, more than 29 million Americans visit an emergency department for unintentional injuries; and

WHEREAS: The goal of the National Safety Council is to raise public awareness and seek opportunities to educate Americans about these alarming and preventable mishaps through education; and

WHEREAS: Through the support and observance of National Safety Month, employers help to reverse the increase in accidental injuries and deaths; and

WHEREAS: Live Oak has a Safety Committee tasked with reviewing work-related injuries and accidents and facilities to improve work safety and reduce losses; and

WHEREAS: Live Oak Safety Committee works to assure the safety of all City employees by setting and enforcing standards, providing training, and encouraging continual improvement in workplace safety and health.

NOW, THEREFORE, I, Mary M. Dennis, Mayor of City of Live Oak, do hereby proclaim June 2024 as National Safety Month.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City of Live Oak to be affixed this 28th day of May 2024.

Mary M. Dennis, Mayor



CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024

Agenda item: 6B

Prepared by: Isa Gaytan, City Secretary

Reviewed by: Anas Garfaoui, City Manager

Department: Administration

AGENDA ITEM DESCRIPTION:

Proclamation for National Garden Week, June 2 through June 8, 2024.

Staff Briefing:

Proclamation to be presented to the Live Oak Village Garden Club for their outstanding teamwork, dedication and hard work that allows Garden Clubs across the nation and the world to serve others in their communities.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3 & 4

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.



PROCLAMATION FOR
NATIONAL GARDEN WEEK

WHEREAS: Gardeners have a passion for nurturing the beauty and resources of the earth through the planting of seeds, the care of all plants and the riches of their efforts and Gardeners seek to add beauty, splendor, fragrance, and nutrition to our lives through the growing of herbs, vegetables, foliage, and flowers; and

WHEREAS: Gardeners work to preserve our country's traditional spirit of independence and initiative through innovation and hard work; and Gardeners advocate the importance of all creatures, large and small, that share our world and their roles in a balanced and productive ecology; and

WHEREAS: Gardening furnishes a challenging and productive activity for our citizens, for those just learning as well as those having years of experience; and

WHEREAS: Gardening promotes a healthy lifestyle that lasts a lifetime, helps reduce stress from other areas of our life, teaches that rewards can come from diligent efforts; and

WHEREAS: Gardening enables members of Garden Clubs across the nation and the world to make a world of difference in the communities where they reside and work.

NOW THEREFORE I, Mary M. Dennis, the Mayor of the City of Live Oak, for and on behalf of the citizens of Live Oak, do hereby proclaim June 2-8, 2024, as National Garden Week.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City of Live Oak to be affixed this 28th day of May 2024.

Mary M. Dennis, Mayor



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 28, 2024

Agenda item:6C

Prepared by: Isa Gaytan, City Secretary

Reviewed by: Anas Garfaoui, City Manager

Department: Administration

AGENDA ITEM DESCRIPTION:

Proclamation for Small Cities Month, June 2024.

Staff Briefing:

Each June, NLC celebrates the contributions of small cities, towns, and villages across the country and the residents who live in these communities.

ACTION:

- Ordinance Resolution
 Proclamations Special Presentation
 Finance Report Public Hearing
 Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.



PROCLAMATION FOR SMALL CITIES MONTH

WHEREAS: Small cities and towns under 50,000 population are the home to millions of Americans and constitute the vast majority of municipalities across the United States. Small cities and towns strive to strengthen their communities through the provision of services and programs to improve the quality of life for all citizens; and

WHEREAS: The federal government is an essential partner in the success of small cities and towns and must be encouraged to continue to support programs and legislation that strengthen small communities. State governments are partners in the success of small cities and towns and must be encouraged to continue to support key programs and legislation that strengthen communities; and

WHEREAS: Organizations, businesses, and citizens are partners in the success of small cities and towns, and must be encouraged to continue to grow their efforts to make small communities a viable choice for people to live in; and

WHEREAS: During these challenging economic times, the need for a renewed intergovernmental partnership to support essential public services is more important than ever to ensure the safety and growth of small-town America; and

WHEREAS: The National League of Cities President and the Small Cities Council of the National League of Cities have declared June 2024 as Small Cities Month.

NOW, THEREFORE, I, Mary M. Dennis, Mayor of City of Live Oak, do hereby proclaim June 2024 as Small Cities Month.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City of Live Oak to be affixed this 28th day of May 2024.

Mary M. Dennis, Mayor



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 28, 2024

Agenda item: 6D

Prepared by: Isa Gaytan, City Secretary

Reviewed by: Anas Garfaoui, City Manager

Department: Administration

AGENDA ITEM DESCRIPTION:

Proclamation for Oral Health Month, June 2024

Staff Briefing:

Supported by the American Dental Association, Oral Health Month is a reminder about the importance of maintaining good oral hygiene, always.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.



PROCLAMATION FOR NATIONAL ORAL HEALTH MONTH

WHEREAS: In 1906, a dentist in Connecticut, Alfred Fones, understood the importance of oral healthcare and trained his cousin to become the first dental hygienist. This gave an impetus for the very first dental hygiene program to be established in Bridgeport, Connecticut, by Dr. Fones. Years later, the ADHA was formed and soon, all 50 United States of America had licensed dental hygienists; and

WHEREAS: The Civil Rights Movement was also responsible for contributing to changes in oral health. The ADHA lifted its previous restrictions for admissions based on race, color, and creed. They soon also lifted the word 'female' from the ADHA constitution, allowing males to graduate in dental hygiene. Jack Orio became the first male student to do so; and

WHEREAS: The American Dental Association believes, several items that make present oral healthcare much easier were developed in the 17th century — such as the usage of white enamel for teeth and nitrous oxide as anesthesia — and the next years were instrumental in establishing dental hygiene as a practice across America.

NOW, THEREFORE, I, Mary M. Dennis, Mayor of City of Live Oak, do hereby proclaim June 2024 as National Oral Health Month.

IN WITNESS WHEREOF, I have set my hand and caused the Seal of the City of Live Oak to be affixed this 28th day of May 2024.

Mary M. Dennis, Mayor



CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024

Agenda item: 6E

Prepared by: Isa Gaytan, City Secretary

Reviewed by: Anas Garfaoui, City Manager

Department: Administration

AGENDA ITEM DESCRIPTION:

Presentation of new Assistant City Manager, Mr. Ron Ruthven.

Staff Briefing:

Mr. Ron Ruthven will be joining Team Live Oak as the new Assistant City Manager effective June 3, 2024.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 28, 2024

Agenda item: 7A

Prepared by: Isa Gaytan, City Secretary

Reviewed by: Anas Garfaoui, City Manager

Department: Administration

AGENDA ITEM DESCRIPTION:

Discussion and presentation of Certificates of Election, Oath of Office, and Statement of Officers to candidates for Mayor and two City Council Members Place Two and Four to the City Council and declaring the results and the members as “elected” for the General Election held May 4, 2024.

Staff Briefing:

Municipal Judge Phillips to Administer the Oath of Office and Statement of Officer to the newly re-elected Mayor and City Council members to Place 2 and 4.

Mayor: Mary M. Dennis

City Council, Place 2: Robert “Bob” Tullgren

City Council, Place 4: Ed Cimics

ACTION:

- Ordinance Resolution
- Proclamation Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	

Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Mary M. Dennis, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of Mayor of City of Live Oak of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20____.

(Affix Notary Seal,
only if oath
administered by a
notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Printed or Typed Name



In the name and by the authority of

The State of Texas

THIS IS TO CERTIFY that at a general election held on

May 4, 2024

Mary M. Dennis

declared elected

MAYOR

In testimony whereof, I have hereunto signed my name and cased the Seal of the City to be affixed at the City of Live Oak, this 28th day of May 2024

Mary M Dennis, Mayor of Live Oak

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Ed Cimics, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of _____ City Council, Place 4
of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20____.

(Affix Notary Seal,
only if oath
administered by a
notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Printed or Typed Name



In the name and by the authority of

The State of Texas

THIS IS TO CERTIFY that at a general election held on

May 4, 2024

Ed Cimics

declared elected

CITY COUNCIL, PLACE 4

In testimony whereof, I have hereunto signed my name and cased the Seal of the City to be affixed at the City of Live Oak, this 28th day of May 2024

Mary M Dennis, Mayor of Live Oak

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, Robert "Bob" Tullgren , do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of _____ City Council, Place 2 _____ of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20____.

(Affix Notary Seal,
only if oath
administered by a
notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Printed or Typed Name



In the name and by the authority of

The State of Texas

THIS IS TO CERTIFY that at a general election held on

May 4, 2024

Robert "Bob" Tullgren

declared elected

CITY COUNCIL, PLACE 2

In testimony whereof, I have hereunto signed my name and cased the Seal of the City to be affixed at the City of Live Oak, this 28th day of May 2024

Mary M Dennis, Mayor of Live Oak



CITY COUNCIL AGENDA ITEM FORM

Meeting Date: May 28, 2024

Agenda item: 7B

Prepared by: Isa Gaytan, City Secretary

Reviewed by: Anas Garfaoui, City Manager

Department: Administration

AGENDA ITEM DESCRIPTION:

Discussion and possible action to elect a Mayor Pro-Tem.

Staff Briefing:

City Council to appoint a Mayor Pro-Tem.

ACTION:

- Ordinance Resolution
- Proclamation Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	

Strategic Goals: 1- Stable, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion:

None.



CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024

Agenda item: 7C

Prepared by: Donna Lowder, EDC Manager

Reviewed by: Anas Garfaoui, City Manager

Department: Economic Development

AGENDA ITEM DESCRIPTION:

Discussion and possible action to consider approval of a Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of approximately 0.627 acres, located north of Avery Road and South of Montanio Park from the Live Oak Economic Development Corporation to the City of Live Oak for public park purposes.

Staff Briefing:

The City of Live Oak Economic Development was deeded two properties located in the Old Robards King Crown area back in April 2006 by the late Harold & Othelda Gadsby for park use. The first of the two Robards parcels is described as 0.3376 acres and is identified as Bexar County Property ID #360012 and the second lot is described as 0.2893 acres and is identified as Bexar County Property ID #360009 (see attached map).

During the May 28th EDC meeting, Board Directors discussed the conveyance or transferring of the property from the Live Oak EDC to the City of Live Oak. All obligations of the Economic Development Corporation have been met by using the properties for public park purposes.

Should the acceptance of the properties be approved by the City Council, the tracts will be conveyed/transferred via deed in tandem with a resolution including parameters to ensure the directed purposes for public park are carried out. The process will include the ownership change and Bexar County recordation.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3 & 4

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion: A motion to approve a Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of 0.627 acres located north of Avery Road and South of Montanio Park from the Live Oak Economic Development Corporation to the City of Live Oak for public park purposes.

CITY COUNCIL AGENDA ITEM FORM

Exhibit A - Robards Tract Map:



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK AUTHORIZING THE ACCEPTANCE OF MULTIPLE TRACTS OF REAL PROPERTY, CONSISTING OF APPROXIMATELY 0.627 ACRES, MORE OR LESS, AND LOCATED NORTH OF AVERY ROAD AND SOUTH OF MONTANIO PARK IN LIVE OAK, TEXAS, FROM THE LIVE OAK ECONOMIC DEVELOPMENT CORPORATION, TO BE USED FOR PUBLIC PARK PURPOSES; AUTHORIZING SIGNATORIES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Live Oak (“City”) is a Texas Home-Rule Municipality chartered under the laws of the State of Texas; and

WHEREAS, the City finds that the development and provision of public park and recreational facilities improves City property values, contributes to the health of City residents, and generally enhances the quality of life in the City; and

WHEREAS, the Live Oak Economic Development Corporation (sometimes the “EDC”) currently owns multiple tracts of real property, for which the EDC wishes to grant to the City, to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public; and

WHEREAS, the City finds that the acceptance of said properties as granted by the EDC for the uses described herein will provide a public benefit to the City, its citizens, and the general public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS, THAT:

SECTION 1. The City of Live Oak hereby finds that all the recitals above are true and correct and are incorporated herein as if restated in full.

SECTION 2. The City hereby accepts the grant by the Live Oak Economic Development Corporation of the following tracts of real property, totaling approximately 0.627 acres, more or less, for the development of public park and recreation facilities in the City of Live Oak, and as identified in Exhibit A to this Resolution (the “Properties”):

All located in CB 5937, City of Live Oak, County of Bexar, Texas:

Lot 4, Block 52/Property ID 360009

Lot 7, Block 52/Property ID 360012

SECTION 3. The City of Live Oak hereby agrees to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public.

SECTION 4. This Resolution is effective upon passage.

PASSED AND APPROVED on the _____ day of _____ 2024 by the City Council of the City of Live Oak, Texas.

CITY OF LIVE OAK, TEXAS

Mary M. Dennis, Mayor

ATTEST:

Isa Gaytan, City Secretary

Clarissa Rodriguez, City Attorney



CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024

Agenda item: **7D**

Prepared by: Donna Lowder, EDC Manager

Reviewed by: Anas Garfaoui, City Manager

Department: Economic Development

AGENDA ITEM DESCRIPTION:

Discussion and possible action approving a Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of approximately 3.78 acres, located north of Miller Road and South of Woodcrest Park from the Live Oak Economic Development Corporation to the City of Live Oak to be used for public park purposes.

Staff Briefing:

The City of Live Oak Economic Development purchased 11 properties located along Miller Road abutting the Woodcrest City Park back in April through August of 2023 adding additional land to the Woodcrest Park as natural walking trails and park use.

The lots purchased are described as the following:

- | | | |
|----------------------|----------------------|------------------------|
| (1) Lot 1, Block 119 | (6) Lot 4, Block 118 | (10) Lot 10, Block 116 |
| (2) Lot 2, Block 119 | (7) Lot 5, Block 118 | (11) Lot 11, Block 116 |
| (3) Lot 8, Block 119 | (8) Lot 6, Block 118 | |
| (4) Lot 2, Block 118 | (9) Lot 7, Block 118 | |
| (5) Lot 3, Block 118 | | |

(see attached map)

During the May 28th City Council meeting, the Mayor and the City Council will discuss the acceptance or transferring of the property from the Live Oak EDC to the City of Live Oak. The Live Oak Economic Development Corporation's obligations have been met to use the property as a public park and now are ready to transfer the property.

Should the acceptance of the properties be approved by this governing body, the tracts will be conveyed via deed in tandem with a resolution including parameters to ensure the directed purposes for public park are carried out. The process will include the ownership change and Bexar County recordation.

ACTION:

- | | |
|---|--|
| <input type="checkbox"/> Ordinance | <input checked="" type="checkbox"/> Resolution |
| <input type="checkbox"/> Proclamations | <input type="checkbox"/> Special Presentation |
| <input type="checkbox"/> Finance Report | <input type="checkbox"/> Public Hearing |
| <input type="checkbox"/> Other | |

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3 & 4

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

CITY COUNCIL AGENDA ITEM FORM

Staff Recommended Motion: A motion to approve the Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of approximately 3.78 acres, located north of Miller Road and South of Woodcrest Park from the Live Oak Economic Development Corporation to the City of Live Oak to be used for public park purposes.

Exhibit A – Woodcrest/Miller Road Tract Map:



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK AUTHORIZING THE ACCEPTANCE MULTIPLE TRACTS OF REAL PROPERTY, CONSISTING OF APPROXIMATELY 3.78 ACRES, MORE OR LESS, AND LOCATED NORTH OF MILLER ROAD AND SOUTH OF WOODCREST PARK IN LIVE OAK, TEXAS, FROM THE LIVE OAK ECONOMIC DEVELOPMENT CORPORATION, TO BE USED FOR PUBLIC PARK PURPOSES; AUTHORIZING SIGNATORIES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Live Oak (“City”) is a Texas Home-Rule Municipality chartered under the laws of the State of Texas; and

WHEREAS, the City finds that the development and provision of public park and recreational facilities improves City property values, contributes to the health of City residents, and generally enhances the quality of life in the City; and

WHEREAS, the Live Oak Economic Development Corporation (sometimes the “EDC”) currently owns multiple tracts of real property, for which the EDC wishes to grant to the City, to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public; and

WHEREAS, the City finds that the acceptance of said properties as granted by the EDC for the uses described herein will provide a public benefit to the City, its citizens, and the general public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS, THAT:

SECTION 1. The City of Live Oak hereby finds that all the recitals above are true and correct and are incorporated herein as if restated in full.

SECTION 2. The City hereby accepts the grant by the Live Oak Economic Development Corporation of the following tracts of real property, totaling approximately 3.78 acres, more or less, for the development of public park and recreation facilities in the City of Live Oak, and as identified in Exhibit A to this Resolution (the “Properties”):

All located in CB 5937, City of Live Oak, County of Bexar, Texas:

Lot 1, Block 119/Property ID 360557
Lot 2, Block 119/Property ID 360558
Lot 8, Block 119/Property ID 360564
Lot 2, Block 118/Property ID 360550
Lot 3, Block 118/Property ID 360551
Lot 4, Block 118/Property ID 360552

Lot 5, Block 118/Property ID 360553
Lot 6, Block 118/Property ID 360554
Lot 7, Block 118/Property ID 360555
Lot 10, Block 116/Property ID 360548
Lot 11, Block 116/Property ID 360547

SECTION 3. The City of Live Oak hereby agrees to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public.

SECTION 4. This Resolution is effective upon passage.

PASSED AND APPROVED on the _____ day of _____ 2024 by the City Council of the City of Live Oak, Texas.

CITY OF LIVE OAK, TEXAS

Mary M. Dennis, Mayor

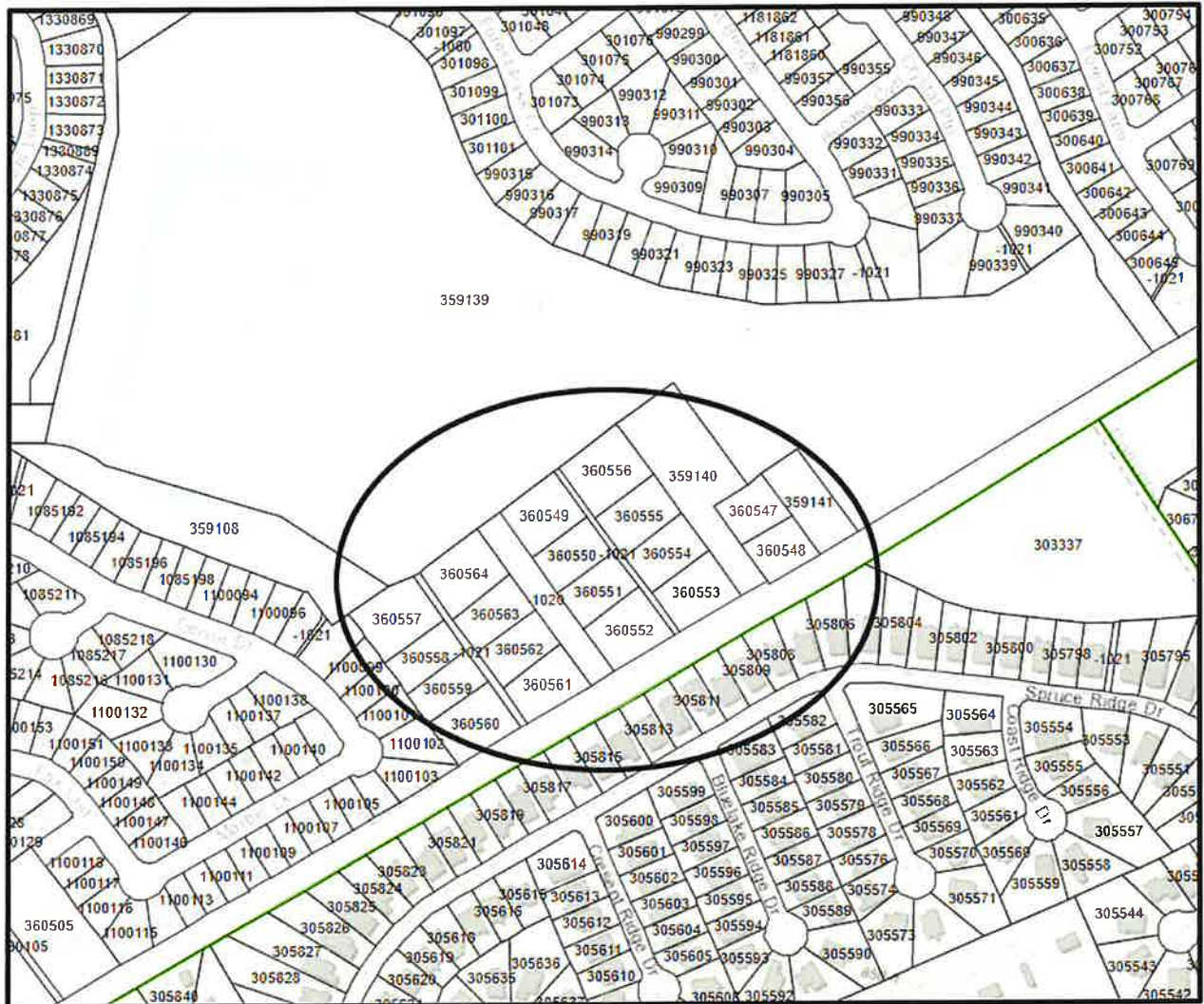
ATTEST:

Isa Gaytan, City Secretary

Clarissa Rodriguez, City Attorney

EXHIBIT A

N





CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024

Agenda item: 7E

Prepared by: Donna Lowder, EDC Manager

Reviewed by: Anas Garfaoui, City Manager

Department: Economic Development

AGENDA ITEM DESCRIPTION:

Discussion and possible action to approve a Resolution authorizing the acceptance of a tract of Real Property, consisting of approximately 32.78 acres, locate north of Miller Road from the Live Oak Economic Development Corporation to the City of Live Oak for public park purposes.

Staff Briefing:

The property described as 32.78 acres is currently known as Woodcrest Park. As a part of the 2003 Tax Increment Reinvestment Zone (“TIRZ”), the plan enabled the development of approximately 222 acres of land, which would contain approximately 711 single-family homes. Additionally, the developer dedicated 32.78 acres of land to the Live Oak Economic Development Corporation as a “Park Contribution” to enhance the quality of life for the residents of Woodcrest and the surrounding areas. All terms of the TIRZ have been met and staff’s recommendation is to approve the acceptance of 32.78 acres of the park land from the Live Oak Economic Development to the City of Live Oak.

The lots are described as the following:

CB 5937, P-14A out of P-14 – Bexar County Property ID # 359139 known as Woodcrest Park (see attached map)

During the May 28th City Council meeting, the Mayor and the City Council will discuss the acceptance of transferring the parcels from the Live Oak EDC to the City of Live Oak and the properties will continue to be public park purposes and uses.

Should the acceptance and transfer of the properties be approved by the Mayor and City Council, the tracts will be conveyed via deed in tandem with a resolution including parameters to ensure the directed purposes for public park are carried out. The process will include the ownership change and Bexar County recordation.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3 & 4

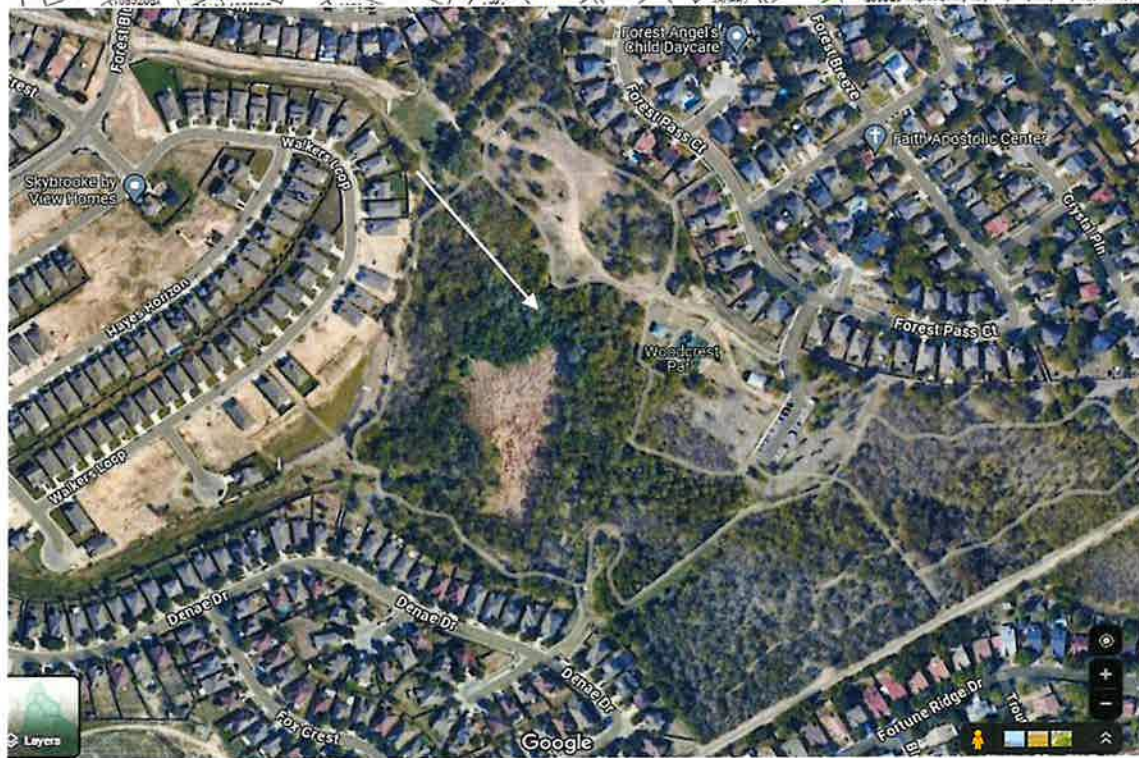
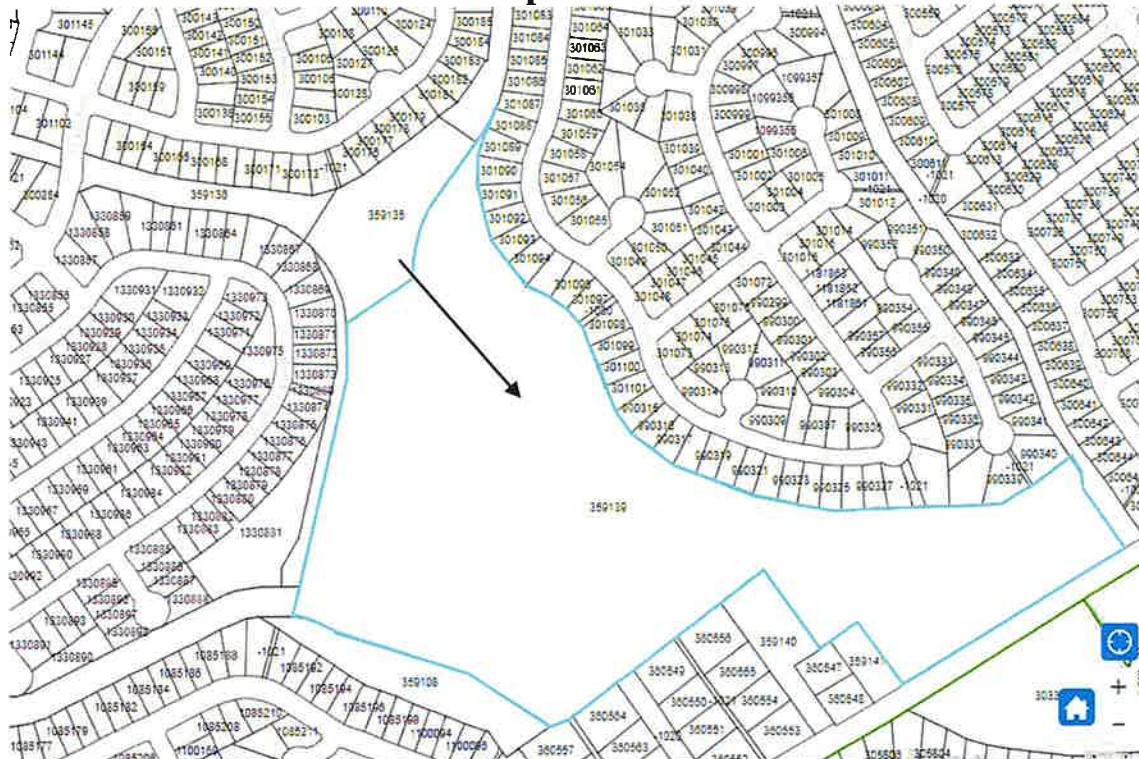
Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

CITY COUNCIL AGENDA ITEM FORM

Staff Recommended Motion: A motion to approve a Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of approximately 32.78 acres, located north of Miller Road from the Live Oak Economic Development Corporation to the City of Live Oak for public park purposes.

CITY COUNCIL AGENDA ITEM FORM

Exhibit A – Woodcrest Park Map:



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK AUTHORIZING THE ACCEPTANCE OF MULTIPLE TRACTS OF REAL PROPERTY, CONSISTING OF APPROXIMATELY 32.78 ACRES, MORE OR LESS, AND LOCATED NORTH OF MILLER ROAD IN LIVE OAK, TEXAS, TO THE CITY OF LIVE OAK FOR PUBLIC PARK PURPOSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Live Oak (“City”) is a Texas Home-Rule Municipality chartered under the laws of the State of Texas; and

WHEREAS, the City finds that the development and provision of public park and recreational facilities improves City property values, contributes to the health of City residents, and generally enhances the quality of life in the City; and

WHEREAS, the Live Oak Economic Development Corporation (sometimes the “EDC”) currently owns multiple tracts of real property, for which the EDC wishes to grant to the City, to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public; and

WHEREAS, the City finds that the acceptance of said properties as granted by the EDC for the uses described herein will provide a public benefit to the City, its citizens, and the general public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS, THAT:

SECTION 1. The City of Live Oak hereby finds that all the recitals above are true and correct and are incorporated herein as if restated in full.

SECTION 2. The City hereby accepts the grant by the Live Oak Economic Development Corporation of the following tracts of real property, totaling approximately 32.78 acres, more or less, for the development of public park and recreation facilities in the City of Live Oak, and as identified in Exhibit A to this Resolution (the “Properties”):

All located in CB 5937, City of Live Oak, County of Bexar, Texas:

CB 5937, P-14A out of P-14 – Bexar County Property ID # 359139 known as Woodcrest Park
(see attached map)

SECTION 3. The City of Live Oak hereby agrees to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public.

SECTION 4. This Resolution is effective upon passage.

PASSED AND APPROVED on the _____ day of _____ 2024 by the City Council of Live Oak, Texas.

Mary M. Dennis, Mayor

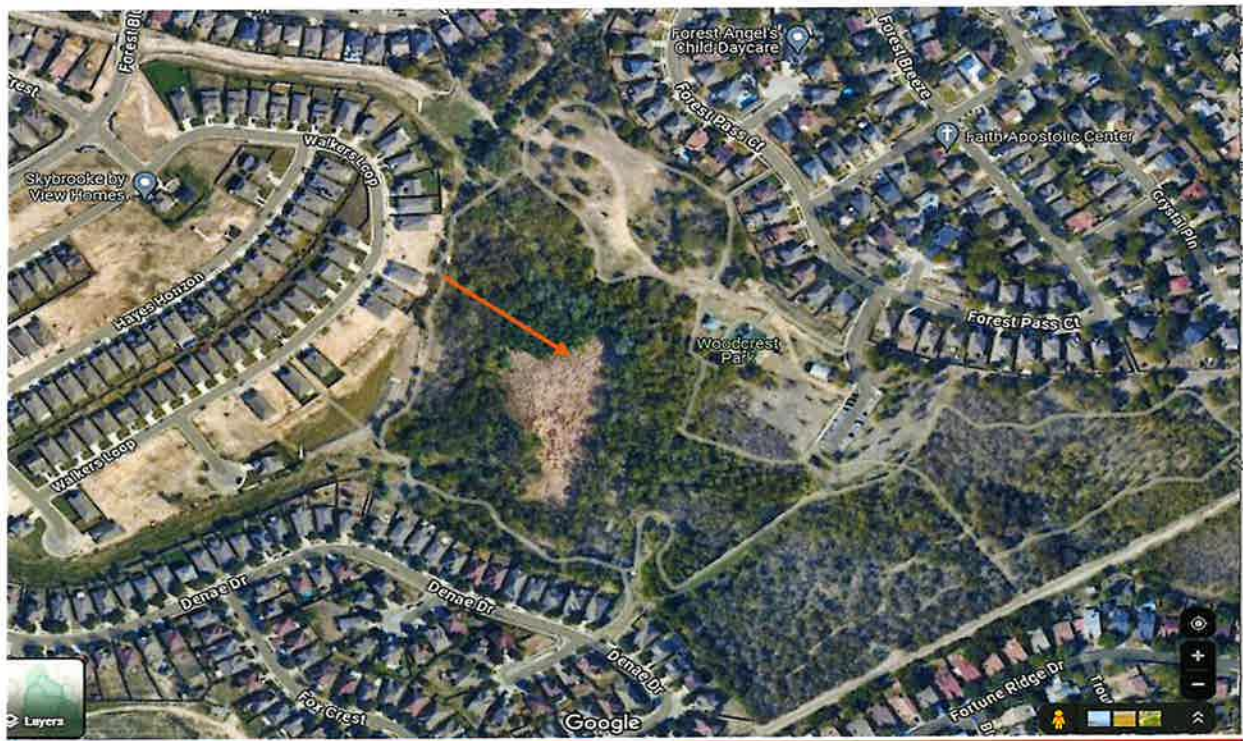
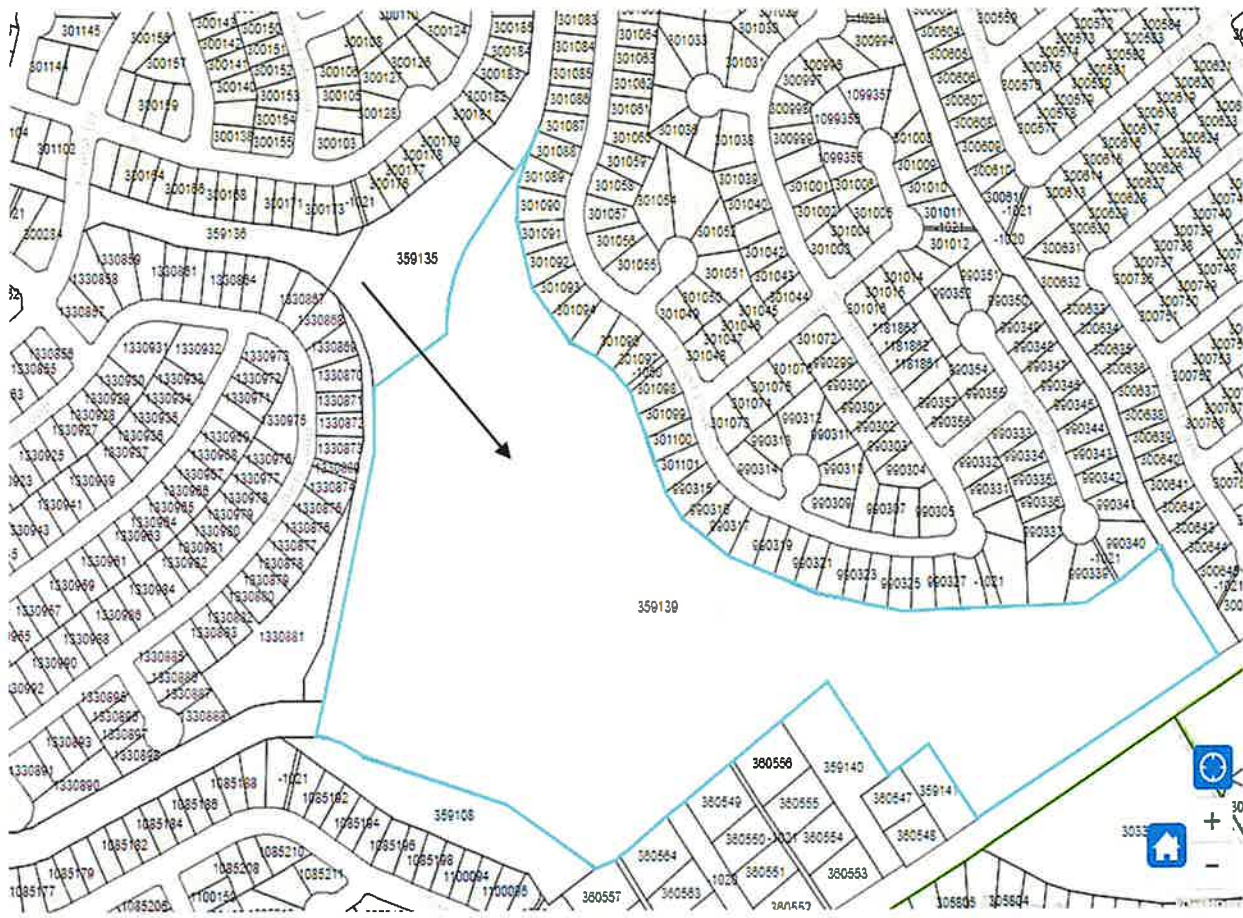
ATTEST:

Isa Gaytan, City Secretary

Clarissa Rodriguez, City Attorney

EXHIBIT A

N





CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024

Agenda item: 7F

Prepared by: Donna Lowder, EDC Manager

Reviewed by: Anas Garfaoui, City Manager

Department: Economic Development

AGENDA ITEM DESCRIPTION:

Discussion and possible action to consider a Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of approximately 2.71 acres, located adjacent north to Woodcrest Park and South of Forest Stream from the Live Oak Economic Development Corporation to the City of Live Oak for public park purposes – Mrs. Lowder

Staff Briefing: Staff Briefing:

The property described as 2.71 acres is located adjacent to the Woodcrest Park

The lots are described as the following:

CB 5937, P-12A out of P-12 –Bexar County Property ID # 359135 (see attached map)

During the May 28th City Council meeting, the Mayor and the City Council will discuss the acceptance of transferring the property from the Live Oak EDC to the City of Live Oak and continue to be public park purposes and uses.

Should the acceptance and transfer of the properties be approved by the Mayor and the City Council, the tracts will be conveyed via deed in tandem with a resolution including parameters to ensure the directed purposes for public park are carried out. The process will include the ownership change and Bexar County recordation.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3 & 4

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion: A motion to approve a Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of approximately 2.71 acres, located north adjacent to Woodcrest Park and south to Forest Stream from the Live Oak Economic Development Corporation to the City of Live Oak for public park purposes.

CITY COUNCIL AGENDA ITEM FORM

Exhibit A – Map:



A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK AUTHORIZING THE ACCEPTANCE OF MULTIPLE TRACTS OF REAL PROPERTY, CONSISTING OF APPROXIMATELY 2.71 ACRES, MORE OR LESS, AND LOCATED ADJACENT NORTH TO WOODCREST PARK AND SOUTH OF FOREST STREAM IN LIVE OAK, TEXAS, TO THE CITY OF LIVE OAK FOR PUBLIC PARK PURPOSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Live Oak (“City”) is a Texas Home-Rule Municipality chartered under the laws of the State of Texas; and

WHEREAS, the City finds that the development and provision of public park and recreational facilities improves City property values, contributes to the health of City residents, and generally enhances the quality of life in the City; and

WHEREAS, the Live Oak Economic Development Corporation (sometimes the “EDC”) currently owns multiple tracts of real property, for which the EDC wishes to grant to the City, to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public; and

WHEREAS, the City finds that the acceptance of said properties as granted by the EDC for the uses described herein will provide a public benefit to the City, its citizens, and the general public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS, THAT:

SECTION 1. The City of Live Oak hereby finds that all the recitals above are true and correct and are incorporated herein as if restated in full.

SECTION 2. The City hereby accepts the grant by the Live Oak Economic Development Corporation of the following tracts of real property, totaling approximately 2.71 acres, more or less, for the development of public park and recreation facilities in the City of Live Oak, and as identified in Exhibit A to this Resolution (the “Properties”):

All located in CB 5937, City of Live Oak, County of Bexar, Texas:

CB 5937, P-12A out of P-12) Bexar County Property ID #359135

SECTION 3. The City of Live Oak hereby agrees to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public.

SECTION 4. This Resolution is effective upon passage.

PASSED AND APPROVED on the _____ day of _____ 2024 by the City Council of Live Oak, Texas.

Mary M. Dennis, Mayor

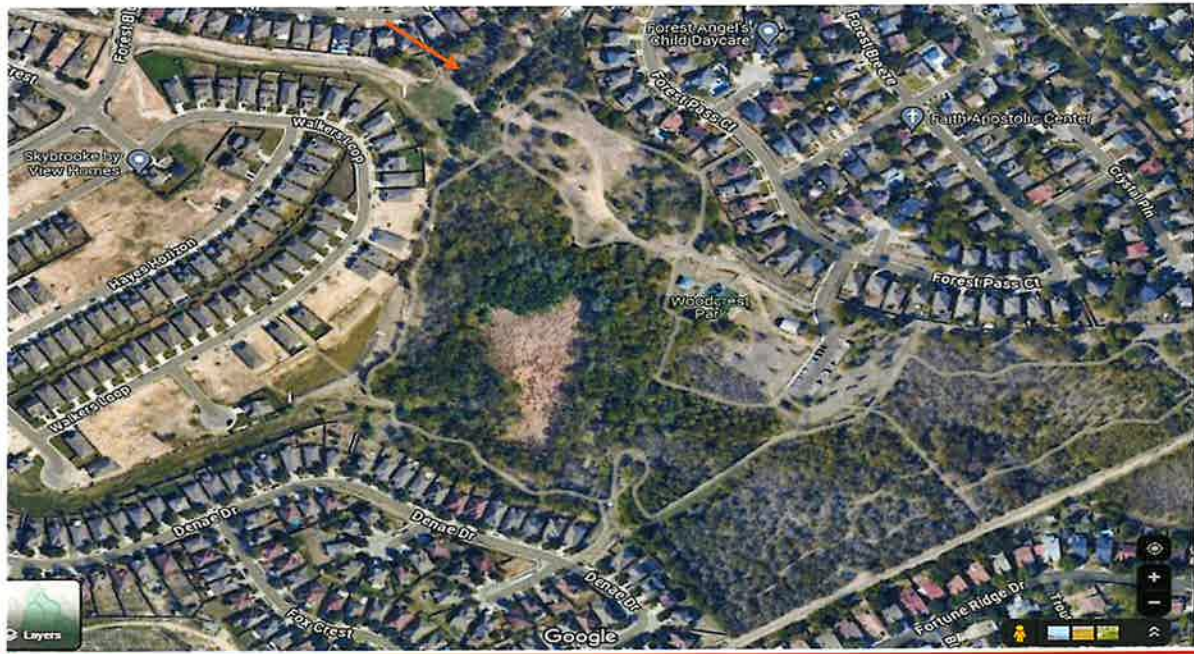
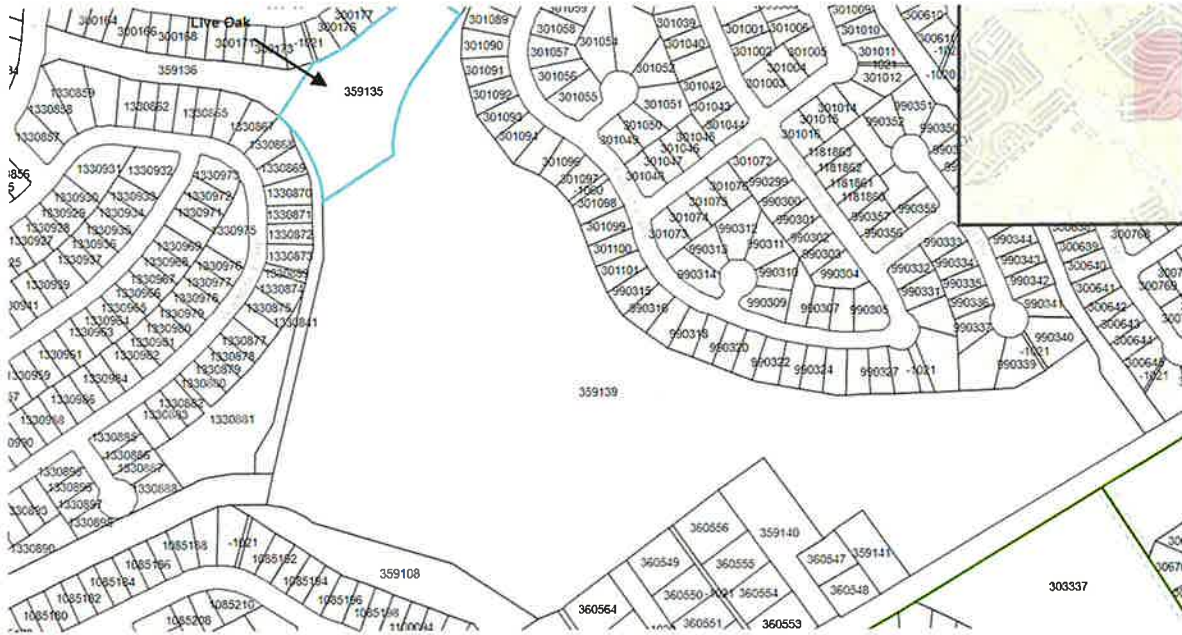
ATTEST:

Isa Gaytan, City Secretary

Clarissa Rodriguez, City Attorney

EXHIBIT A

N





CITY COUNCIL AGENDA ITEM FORM

Meeting Date May 28, 2024

Agenda item: 7G

Prepared by: Donna Lowder, EDC Manager

Reviewed by: Anas Garfaoui, City Manager

Department: Economic Development

AGENDA ITEM DESCRIPTION:

Discussion and possible action to consider a Resolution authorizing the conveyance of a tract of Real Property, consisting of approximately 1.65 acres, located northwest of Miller Road and southwest adjacent to Woodcrest Park from the Live Oak Economic Development Corporation to the City of Live Oak for public park.

Staff Briefing: Staff Briefing:

The property described as 1.65 acres is located northwest of Miller Road and southwest and adjacent to Woodcrest Park.

The lots are described as the following:

CB 5937, P-5B out of P-5 –Bexar County Property ID # 359108 (see attached map)

During the May 28th City Council meeting, the Mayor and the City Council will discuss the acceptance of transferring the property from the Live Oak EDC to the City of Live Oak for public park purposes and uses.

Should the acceptance and transfer of the properties be approved by the Mayor and the City Council, the tracts will be conveyed via deed in tandem with a resolution including parameters to ensure the directed purposes for public park are carried out. The process will include the ownership change and Bexar County recordation.

ACTION:

- Ordinance Resolution
- Proclamations Special Presentation
- Finance Report Public Hearing
- Other

Cost:	
Budgeted	
Actual	
Acct. Name	
Acct. Fund	
Other Funding	
Strategic Goal #	3 & 4

Strategic Goals: 1- Stability, 2- Secure, 3 - Supportive and 4 - Beautiful

Staff Recommended Motion: A motion to approve a Resolution authorizing the acceptance of multiple tracts of Real Property, consisting of approximately 1.65 acres, located northwest of Miller Road and southwest adjacent to Woodcrest Park from the Live Oak Economic Development Corporation to the City of Live Oak for public park purposes

CITY COUNCIL AGENDA ITEM FORM

Exhibit A – Map:



RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIVE OAK AUTHORIZING THE ACCEPTANCE OF MULTIPLE TRACTS OF REAL PROPERTY, CONSISTING OF APPROXIMATELY 1.65 ACRES, MORE OR LESS, AND LOCATED NORTHWEST OF MILLER ROAD AND SOUTHWEST ADJACENT TO WOODCREST PARK IN LIVE OAK, TEXAS, TO THE CITY OF LIVE OAK FOR PUBLIC PARK PURPOSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Live Oak (“City”) is a Texas Home-Rule Municipality chartered under the laws of the State of Texas; and

WHEREAS, the City finds that the development and provision of public park and recreational facilities improves City property values, contributes to the health of City residents, and generally enhances the quality of life in the City; and

WHEREAS, the Live Oak Economic Development Corporation (sometimes the “EDC”) currently owns multiple tracts of real property, for which the EDC wishes to grant to the City, to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public; and

WHEREAS, the City finds that the acceptance of said properties as granted by the EDC for the uses described herein will provide a public benefit to the City, its citizens, and the general public;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIVE OAK, TEXAS, THAT:

SECTION 1. The City of Live Oak hereby finds that all the recitals above are true and correct and are incorporated herein as if restated in full.

SECTION 2. The City hereby accepts the grant by the Live Oak Economic Development Corporation of the following tracts of real property, totaling approximately 1.65 acres, more or less, for the development of public park and recreation facilities in the City of Live Oak, and as identified in Exhibit A to this Resolution (the “Properties”):

All located in CB 5937, City of Live Oak, County of Bexar, Texas:

CB 5937, P-5B out of P-5) Bexar County Property ID #359108

SECTION 3. The City of Live Oak hereby agrees to hold, own, develop, and establish as public park and recreational facilities for the benefit of the public.

SECTION 4. This Resolution is effective upon passage.

PASSED AND APPROVED on the _____ day of _____ 2024 by the City Council of Live Oak, Texas.

Mary M. Dennis, Mayor

ATTEST:

Isa Gaytan, City Secretary

Clarissa Rodriguez, City Attorney

EXHIBIT A

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