

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING MINTUES
December 10, 2020 at 6:30 p.m.

1. **Call to order and quorum call.** Mayor Ball called the meeting to order at 6:31 p.m. In attendance were Aldermen Fillinger, Bricken, Repino, Crickmer, and Puente, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton.
2. **Pledge of Allegiance.** Led by Mayor Ball.
3. **Mayor and Administrator Announcement/Updates**
 - a) Tiger Sanitation Rate Increase
 - Mayor Ball stated a letter was received from Tiger Sanitation announcing a rate increase from \$16.43 a month to \$16.89 a month beginning January 1, 2021, which is an annual increase of \$5.52.
 - A Market Day is planned for Saturday, December 12, 2020
 - Santa Run will occur Friday and Saturday, December 11 and 12
4. Presentation from Jennifer Whiddon with Everbridge/Nixle with discussion and possible action. Pulled by Mayor Ball as Jennifer Whiddon did not attend the meeting.
5. **Citizens to be heard.** No citizens signed up to speak during this portion of the meeting.
6. **Financial/Budget Report.** City Secretary Katherine Yelton reported the beginning balance as of November 1, 2020 of \$38,063.36, checks and payments of \$36,012.89, deposits and credits of \$110,335.29, and an ending balance as of November 30, 2020 of \$112,385.76. Alderman Repino made a motion to approve the finance report, as presented, which was seconded by Alderman Puente and passed unanimously.
7. **Consent Agenda.** All matters listed under Consent Agenda are considered routine by the City Council of the City of Sandy Oaks and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.
 - a) Approve October 2020 City Attorney Invoice No. 1262 from Kassahn & Ortiz not to exceed \$2,655.00.
 - b) Approved the minutes from the November 12, 2020 Regular City Council Meeting. Mayor Ball pulled item 7b as the minutes were not ready for consideration. Alderman Repino made a motion to approve the remainder of the consent agenda, which was seconded by Alderman Fillinger and passed unanimously.
8. **Marshal**
 - a) Updates and Announcements from Marshal Lopez with possible discussion and action. Marshal Lopez had no updates or announcements.
 - b) Presentation of monthly report by Marshal Lopez with possible discussion and action. Marshal Lopez provided his monthly report for November 2020.
9. **Animal Control**
 - a) Updates and Announcements from Animal Control Advisory Committee with possible discussion and action. Pulled by Mayor Ball.

- b) Presentation of monthly report by ACO Maldonado with possible discussion and action. ACO Maldonado provided his monthly report for November 2020.
- c) Discuss and possible action on nominating and appointing one alderman to vacancy on Animal Control Advisory Committee and an alderman to serve as chairperson of the Animal Control Advisory Committee. Mayor Ball nominated Alderman Bricken who accepted the nomination. Alderman Repino made a motion to approve Mayor Ball's nomination, which was seconded by Alderman Crickmer and passed unanimously.
- d) Discuss and possible action on nominating and appointing one alderman to serve on the Animal Shelter Advisory Committee. Alderman Fillinger made a motion to appoint Alderman Bricken to this shelter advisory committee, which was seconded by Alderman Puente and passed unanimously.

10. Public Works/Parks

- a) Update and Announcements from Park Advisory Committee Chair Tom Repino with possible discussion and action. Alderman Repino announced that the committee will be having a meeting on Dec 15 and that Market Days is planned for Saturday, Dec 12.
- b) Discuss and possible action on the purchase of an eight-foot coated steel bench from TreeTopProducts.com for placement within the playground area of the park. Alderman Repino made a motion to approve the purchase for a cost not to exceed \$675.00, which was seconded by Alderman Crickmer and passed unanimously.

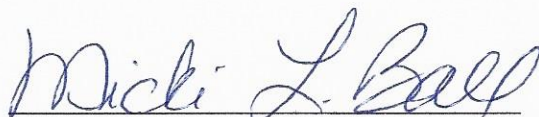
11. Administration

- a) Discuss and possible action on Ordinance 2020-176 an ordinance of the City Council of the City of Sandy Oaks, Texas providing for procedures for licenses to encroach; for findings of fact, repealer, severability, and enforcement, establishing effective date and proper notice and meeting. Mayor Ball stated a piece of property that is for sale has a home and garage that is encroaching on the City/utilities right-of-way. Teresa Martin, the buyer's agent, was on the phone. City Attorned, Casandra Ortiz, stated this ordinance will fall under the two-reading requirement. Alderman Repino made a motion to waive the requirement for a second reading, which was seconded by Alderman Fillinger and passed unanimously. Alderman Fillinger made a motion to amend Section 6 to include the effective date upon publication, which was seconded by Alderman Repino and passed unanimously. Alderman Fillinger made a motion to adopt the ordinance, as amended, which was seconded by Alderman Repino and passed unanimously.
- b) Discuss and possible action on an agreement for the encroachment of a structure(s) located at 3722 Waterwood Pass into the City's right-of-way and/or general utility easement. Alderman Fillinger, with a second from Alderman Repino, made a motion to populate Section II, paragraph (A) with the amount of \$675.00, which passed unanimously. Alderman Fillinger made a motion to be consistent throughout the agreement to call the "garage" or "workshop" as it shows on Exhibit A as the "siding building". This was seconded by Alderman Repino and passed unanimously. Alderman Crickmer made a motion to amend Section IV, paragraph (G) to correct the section that is referenced as Section V to Section VI, which was seconded by Alderman Puente and passed unanimously. Ms. Martin, the buyer's agent, confirmed the name spellings of the two buyers as Joel R. Olivares, Jr. and Joel R. Olivares Villarreal. Alderman Repino made a motion to approve the agreement, as amended, and give Mayor Ball the authority to sign the agreement on behalf of the City and file the document with the County. This was seconded by Alderman Fillinger and passed unanimously.

- c) Discuss and possible action on an Ordinance 2020-177 amending Ordinance 2020-164 Adopting Regulations for Manufactured Homes. Mayor Ball is interested in changing the age limit of homes being brought into the City from five years to fifteen years based on feedback she had been receiving, so she asked the city attorney to draft an amended ordinance for discussion and possible consideration. Alderman Bricken made a motion to amend Section 6, paragraph (A) to change the word “minimum” to “maximum” and to lower the proposed fifteen years age requirement to twelve years. This was seconded by Alderman Repino and passed unanimously. Since this ordinance falls under the second-reading rule, no further action was taken, and the amended ordinance will be up for consideration in the next regular scheduled Council meeting.
- d) Discuss and possible action on approving Resolution 2020-129 Approving an Investment Policy and designating a co-Public Funds Investment Officer. Alderman Repino made a motion to approve the resolution, which was seconded by Alderman Puente and passed unanimously.
- e) Discuss and possible action on applications received to fill the position of Administrative Clerk and appoint Administrative Clerk. Mayor Ball nominated Charlotte Rabe. Alderman Fillinger made a motion to hire Mrs. Rabe with a start date of Dec 14, which was seconded by Alderman Repino and passed unanimously.
- f) Discuss and possible action on purchase of flag kit with American and Texas State flags to be erected on the site of the City of Sandy Oaks new administrative plaza. Pulled by Mayor Ball.
- g) Discuss and possible action on quote received to install an on-site sewage facility (septic system) to be located at the new Municipal Building. Alderman Fillinger made a motion to accept the quote and proceed to authorize the installation of a septic system from Plate’s Backhoe Services for \$7,252.00. This was seconded by Alderman Bricken and passed unanimously.
- h) Discuss and possible action on approving the addition of a streetlight at the entrance to the Municipal Complex on Priest Rd. Alderman Fillinger made a motion to approve the installation of a streetlight, which was seconded by Alderman Puente and passed unanimously.

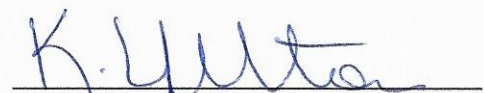
12. Adjourn The meeting adjourned at 8:57 p.m.

PASSED AND APPROVED ON THIS 28th DAY OF JANUARY 2021.



Mayor
Micki L. Ball

ATTEST:



City Secretary
Katherine Yelton