

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING AGENDA**  
**March 14, 2019 at 6:30 p.m.**

Notice is hereby given that a Regular Meeting of the City Council of the City of Sandy Oaks, Texas will be held on Thursday, March 14, 2019 at 6:30 p.m. at Sandy Oaks City Hall located at 4451 Hickory Haven, Sandy Oaks, Texas 78112 for the purpose of considering the following agenda items. All agenda items are subject to action.

1. **Call to order and quorum call.** Mayor Ball called the meeting to order at 6:31 p.m. In attendance were Aldermen Tremblay, Repino, Walker, Tomasini, and Garcia, City Administrator Ken Roberts, City Attorney Leslie Kassahn, and City Clerk Katherine Yelton.
2. **Pledge of Allegiance.** The Pledge of Allegiance was led by Mayor Ball.
3. **Citizens to be heard.** This item will be open for up to 30 minutes, with 3 minutes to each speaker. If there are more than 10 speakers, each will be given 2 minutes.

Joe Portman with Alamo Broadband; updates on installation of fiber optics, Steven Gruver; questions regarding Marshal's abilities and condemned homes, Ernest Deier; stray dogs and excessive speeding, and Judy Cardenas; Marshal's radio and reserve officers.

4. **Income and Expenses.** This item will be reported by City Clerk Katherine Yelton and possible discussion.

Beginning balance as of Feb 1, 2019 \$602,961.65, Checks and Payments of \$48,835.15, Deposits and Credits of \$70,388.38, Ending Balance as of Feb 28, 2019 \$624,514.88. Alderman Tomasini questioned an entry for Angelica's Mexican Restaurant on Feb 11, 2019. City Administrator Ken Roberts explained it was a working lunch to discuss City finances and audit information.

5. **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 minutes from the February 14, 2019 Regular City Council Meeting.
  - b) Approve invoice No. 1198 from Kassahn & Ortiz, P.C. for City Attorney services not to exceed \$1,875.00.

Alderman Repino moved to approve the consent agenda as presented, which was seconded by Alderman Tremblay and passed unanimously.

**6. Guest**

- a) Discuss and/or possible action on a bid from SLP Constructors Inc. for the Opportunity Dr. Erosion project; presentation by guests Sherry Pollok & Leon Payne III. Mayor Ball questioned the timeline from start to finish and when the work can begin. Leon Payne said the project could start in about two weeks and will take about a week to complete. Alderman Tremblay made a motion to approve the bid from SLP Constructors Inc., which was

seconded by Alderman Repino and passed unanimously. A formal notice to proceed will be mailed to SLP.

## 7. Public Works/Animal Control

- a) Discuss and/or possible action on approving the cost of animal control vaccinations for Chris Maldonado. Katherine Yelton informed Council that the cost of the shots is \$435 each for three shots with a \$28 administration fee through Passport Health for a total of \$1333.00. Alderman Repino made a motion to approve the vaccinations, which was seconded by Alderman Walker and passed unanimously.
- b) Discuss and/or possible action on designating a Local Rabies Control Authority (LRCA). Mayor Ball mentioned that this is part of state requirements for having animal control in our city and that it makes sense for this authority to be the Animal Control Officer (ACO), which Chris said he was open to. Alderman Tremblay made a motion to appoint Chris Maldonado as the LRCA, which was seconded by Alderman Repino and passed unanimously. Alderman Tremblay then made a motion to amend ordinance 2019-131 to include language designating the City's ACO as the LRCA. This was seconded by Alderman Repino and passed unanimously.
- c) Discuss and/or possible action on a pay adjustment for Chris Maldonado due to the added responsibilities of Certified Animal Control Officer. Alderman Tremblay made a motion to increase Chris Maldonado's pay to \$15.00 an hour, which was seconded by Alderman Walker and passed unanimously.
- d) Discuss and/or possible action on the purchase of bulk microchip supplies and a chip reader. Alderman Repino made a motion to approve the purchase of microchip supplies and a chip reader not to exceed \$1,000, which was seconded by Alderman Tremblay and passed unanimously.
- e) Discuss and/or possible action on an agreement with Bluebonnet for a freezer/cremation services for deceased animals. Alderman Tomasini made a motion to allow Ken Roberts to negotiate an agreement with Bluebonnet Crematory, which was seconded by Alderman Garcia and passed unanimously.
- f) Discuss and/or possible action on an agreement with Deason's Animal Hospital for veterinarian services. Alderman Tomasini made a motion to allow Ken Roberts to negotiate an agreement with Deason's Animal Hospital, which was seconded by Alderman Garcia and passed unanimously.
- g) Discuss and/or possible action on the purchase of a multi dog kennel facility. Pulled by Mayor Ball.

At 7:15 p.m., Mayor Ball called for a break to allow two visiting BCSO deputies to provide contact information

At 7:24 p.m., Mayor Ball called the meeting back to order and moved on to Item 9 and 10 before finishing up with Item 8.

## 9. City Marshal

- a) Presentation of Marshal's monthly activity report. Marshal Ibarra said he broke down his report into two categories; legal incidents/activities and code violations. Of eight legal reports, two were misdemeanors, seven were cleared, and one is still on-going. Of thirty-eight code violations (VCO), thirty are still on-going, two unfounded, and eight closed. Alderman Garcia said that in an effort to be more informed, he'd like to see a more detailed, in-depth report of what the Marshal has done, what projects he's working on, and what projects he's completed. It was agreed that a weekly summary of all department activities would be provided to Council by either the City Administrator or the Mayor. Mayor Ball stated to Marshal Ibarra that she'd like to have a hardcopy of his monthly report provided to each Council member in their meeting packets.
- b) Discuss and/or possible action on an Interlocal Agreement with Bexar County/Bexar County Sheriff's Office for dispatch services. Alderman Repino made a motion to begin the process of executing the ILA with an amendment to 6.03 to reference the correct date of 9/30. This was seconded by Alderman Garcia and passed unanimously.
- c) Discuss and/or possible action on a non-terminal agreement with Bexar County Sheriff Dispatch. Alderman Repino made a motion to begin the process of executing the non-terminal agreement, which was seconded by Alderman Garcia and passed unanimously.

## **10. Municipal Court**

- a) Consider the resignation of Court Clerk. Alderman Tremblay made a motion to accept the Court Clerks resignation, which was seconded by Alderman Repino and passed unanimously.

## **8. Administration**

- a) Discuss and/or possible action on an ordinance amending the 2018-2019 budget. Mayor Ball proposed the following amendments to the budget; add four line-items under Revenue; one for miscellaneous for a refund received from Bexar County Elections of \$7,765.92, one for Petty Cash, one for Fines & Fees, and one for Interest from investments, move \$6,500 from Marshal Fuel to Court Supplies, change "Salary" under Marshal to "Contracted Labor" for funds paid to off duty BCSO before the Marshal was hired and move \$280 to that line item to zero is out, reduce Salary-Marshal by \$8,125 since the current amount reflects a 12-month value of the salary and the Marshal was hired later into the fiscal year and move that amount to Municipal Court expenses, rename Accounting Fees under Contract Services to BCAD, move \$8,605 from City Administrator to Engineering Services, combine Court Supplies & Court Equipment to one line item titled Court Supplies and add \$6,500 from Marshal Fuel, reduce Post Office Box by \$80, add a line under operations for Petty Cash Advance and \$50, change Payroll Processing to SAPays and add \$5,200, and finally add a line for Vehicle Maintenance under Public Works and fund it with \$2,000. Alderman Repino made a motion to approve the amendments as presented, which was seconded by Alderman Tomasini and passed unanimously. Alderman Repino then made a motion to approve the ordinance amending the budget as written, which was also seconded by Alderman Tomasini and passed unanimously.
- b) Discuss and/or possible action on designating or hiring a Building Inspector. Alderman Tremblay made a motion to designate the City Marshal as the Building Inspector and amend ordinance 2018-108, which was seconded by Alderman Repino and passed unanimously.

- c) Discuss and/or possible action on an ordinance establishing the requirements and timeframe for skirting homes. Alderman Tremblay made a motion to approve the ordinance as presented, which was seconded by Alderman Repino and passed unanimously.
- d) Discuss and/or possible action on the nomination and appointment of Planning & Zoning Commission members. Alderman Tomasini nominated Pedro Orduño who accepted the nomination. Others in attendance who volunteered were John Crickmer, Melissa Hadley, Joe Portman, and Stephen Gruver. Alderman Tomasini made a motion to approve these volunteers as members of the P&Z Commission, which was seconded by Alderman Repino and passed unanimously.
- e) Discuss and/or possible action on a resolution declaring water storage tanks on the Waterwood Pass property surplus and unserviceable and authorizing the City Administrator to execute their sale or disposal. Alderman Tremblay made a motion to approve the resolution as presented, which was seconded by Alderman Repino and passed unanimously.
- f) Discuss and/or possible action on the purchase of an additional fifteen speed limit signs and poles. Pulled by Mayor Ball because of bills being proposed to the state legislature to reduce the speed limit from 30 to 25 in residential areas.
- g) Discuss and/or possible action amending Ordinance 2016-37 Establishing Animal Nuisance Regulations. Alderman Tremblay made a motion to remove Section 5-A.5 from the proposed ordinance until a method of record keeping is recommended by the Animal Control Advisory Committee. This motion was seconded by Alderman Repino and passed unanimously. Alderman Tomasini made a motion to approve the addition of Section 5-C.1-4 which was seconded by Alderman Garcia and passed unanimously. Alderman Repino made a motion to amend 8-A.4 by adding “or by the euthanasia certified individual retained by the city” after “veterinarian employed by the city”. This was seconded by Alderman Walker and passed unanimously. Finally, Alderman Repino made a motion to approve the ordinance as amended, which was seconded by Alderman Garcia and passed unanimously.
- h) Discuss and/or possible action on approving the purchase of a pavilion for the City Park. Pulled by Mayor Ball
- i) Discussion only on possible use of traffic cameras. Pulled by Mayor Ball

**10. Adjourn.** Alderman Tremblay made a motion to adjourn at 8:35 p.m.

PASSED AND APPROVED ON THIS 11<sup>th</sup> DAY OF APRIL 2019.

ATTEST:

  
Micki L. Ball  
Mayor

  
Katherine Yelton  
City Clerk