

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING MINUTES
May 9, 2019 at 6:30 p.m.

1. **Call to order and quorum call.** Mayor Micki Ball called the meeting to order at 6:32 p.m. In attendance were Aldermen Tremblay, Tomasini, Walker, Garcia, and Repino, as well as Interim City Administrator Ken Roberts, City Attorney Casandra Ortiz, and City Clerk Katherine Yelton.
2. **Pledge of Allegiance.** Led by Mayor Micki Ball
3. **Guests**
 - a) Discuss and/or possible action on responses to requests for qualifications for master plan and approving an engineer to prepare a Master Plan for the City of Sandy Oaks. Prior to this meeting, each firm was informed that they would be called via teleconference to answer any questions council may have. Before placing any calls, Ken reminded council that a price for a Master Plan cannot be negotiate until a firm is selected. Casandra also mentioned that the City is required to select the most highly qualified firm and no firm should be disqualified for any other reason. She also said that if the price of the Master Plan in unacceptable, council can move on to another firm until a price is found to be acceptable. Mayor Ball suggested calling Mendez Engineering first, but their representatives had shown up for the meeting and answered Council's questions. Representatives from M&S Engineering and Gap Strategies were interviewed via teleconference call. A motion was made by Alderman Tremblay to authorize Ken Roberts to negotiate a contract with Mendez Engineering, which was seconded by Alderman Repino and passed unanimously.
 - b) Presentation from Shama Verma, purchaser of commercial property on Mathis Road for development. Ms. Verma announced that she purchased the property previously known as Jack's Corner Store, which contains a 2,200 square foot building sitting on 4.75 acres. She mentioned she understands the community's need for a grocery store and has been reaching out to a few companies who have admitted they have not yet conducted a market analysis of the area. She also mentioned a possible restaurant but was open for ideas from the community.
4. **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. Sixteen citizens signed up to speak, fourteen of whom gave their time to both Karen Mendiola and Grace Alvarado to express their concerns regarding the vendor and commercial truck ordinances.
5. **Financial/Budget Report.** The income and expenses will be reported by City Clerk Katherine Yelton and possible discussion. The following information was reported: Beginning balance as of April 1, 2019 \$631,179.61, checks & payments \$35,565.71, deposits & credits \$24,792.54, ending balance as of April 30, 2019 \$620,406.44.
6. **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 April 11, 2019 Regular City Council Meeting.
 - b) Approve Judge Molina's request for payment in the amount of \$937.50 for municipal court.

- c) Approve the five-year term renewal of the Interlocal Agreement with Bexar County Purchasing.
 - d) Approve March 2019 invoice No. 1201 from Kassahn & Ortiz, P.C. for City Attorney services not to exceed \$2,596.50.
 - e) Approve an ordinance providing the rules and procedures of the Planning & Zoning Commission.
- Alderman Repino made a motion to approve the consent agenda as presented, which was seconded by Alderman Walker. Aldermen Tomasini and Tremblay voted in favor; Alderman Garcia abstained. Motion passed.

7. Administration

- a) Executive Session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of City Marshal, pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) Mayor Ball called for an executive session at 7:32 p.m.
- b) Discuss and/or possible action on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of City Marshal. Council reconvened from executive session at 8:18 p.m. Alderman Tremblay made a motion to approve a resolution declaring lack of confidence in the City Marshal pursuant to Local Government Code 22.077(b). This motion was seconded by Alderman Tomasini. In favor were Aldermen Repino and Walker; Alderman Garcia abstained. Motion passed.
- c) Discuss and/or possible action on a personnel policy manual. The following motions and seconds were made to amend the proposed manual:
 Page 7 = Aldermen Tomasini & Repino, strike “1) Fire uniformed services – age _____,” Unanimous.
 Page 44 = Aldermen Tomasini & Walker, add “2-hour rate of pay”. Unanimous
 Page 63 = Aldermen Tomasini & Repino, add “established IRS per diem rates” for both meals and lodging. Unanimous
 Page 23 = Aldermen Tremblay & Repino, add “The City may, at times, rent/loan equipment for city projects and training will be completed prior to use”. Unanimous
 Page 26 = Aldermen Tremblay and Repino, add “Maintain cleanliness to include interior and exterior of city vehicles” under General City Vehicles protocol for use. Unanimous
 Page 59 = Aldermen Tremblay & Repino, insert to the sentence After 90 days the employee will be “evaluated on performance” retained on a permanent... Unanimous
 Alderman Garcia excused himself at 8:37 p.m. because of an oncoming storm.
 Page 40 = Aldermen Tomasini & Walker, add “65%” to premiums. Unanimous
 Page 47 = Aldermen Tomasini & Repino, strike “and Fire Departments”. Unanimous
 Alderman Tremblay & Repino, remove all references to Fire Department or Fire Employee from the manual. Unanimous
 Alderman Tremblay made a motion to approve the personnel policy manual as amended, which was seconded by Alderman Repino and passed unanimously.
- d) Discuss and/or possible action on approving the cost for Alderman Walker to attend an online Public Funds Investment Act Training class. Alderman Tremblay made a motion to approve the \$275.00 cost for Alderman Walker to attend this online training class, which was seconded by Alderman Repino and passed unanimously with Alderman Walker abstaining.

8. Municipal Court

- a) Discuss and/or possible action on additional purchases for the Municipal Court. Alderman Tremblay made a motion to authorize the City Administrator to negotiate a contact with

Pitney Bowes for a postage meter and bring back to Council for approval. This was seconded by Alderman Repino and passed unanimously.

- b) Discuss and/or possible action of the nomination, appointment, and swearing in of a Deputy Court Clerk. Alderman Repino nominated City Clerk Katherine Yelton who accepted the nomination. Alderman Repino then made a motion to appoint Katherine Yelton as Deputy Court Clerk, which was seconded by Alderman Walker and passed unanimously. Mayor Ball conducted the swearing in.

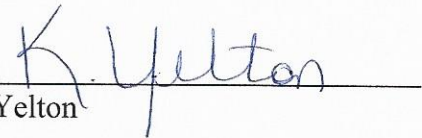
9. Public Works

- a) Discuss and/or possible action on adding additional streetlights within the City limits. Alderman Repino made a motion to approve the installation of six additional streetlights to be placed alongside bridges on Waterwood Pass and New Mathis, which was seconded by Alderman Walker and passed unanimously.
- b) Discuss and/or possible action on a concrete slab for a park pavilion. Alderman Tremblay made a motion to select Pro Concrete Contractors with a cost not to exceed \$7,500.00, which was seconded by Alderman Repino. In favor was Alderman Walker, opposed was Alderman Tomasini, motion carried.
- c) Discuss and/or possible action on approving the cost for site preparation for a controlled burn. This item was pulled by Mayor Ball to be addressed in a future meeting.

10. Adjourn. At 9:13 p.m., Alderman Tomasini made a motion to adjourn.

PASSED AND APPROVED ON THIS 13th DAY OF JUNE 2019.


Micki L. Ball
Mayor

ATTEST: 
Katherine Yelton
City Clerk