

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING MINTUES**

**January 23, 2020 at 6:30 p.m.**

1. **Call to order and quorum call** - Mayor Ball called the meeting to order at 6:30 p.m. In attendance were Aldermen Repino, Tremblay, Walker, and Yelton, City Attorney Casandra Ortiz, City Administrator Lou Fox, and City Secretary Katherine Yelton. Alderman Fillinger was absent.
2. **Pledge of Allegiance** - Led by Mayor Ball
3. **Presentation.** Alamo Area Council of Governments (AACOG) Weatherization Assistance and Homes for Texas Heroes. AACOG representatives Michael Martinez, Gene Hartman, Miguel Segura, and Claudia Mora attended the meeting. Mr. Hartman, operations manager for two programs; Housing for Texas Heroes, which has some income requirements for eligibility, and the Amy Young Barrier Removal Grant (not for mobile homes), which allows for needed home modifications. Mr. Hartman said he did not want to dwell on these programs too much since the funding will not come in until May or June, but he would update Mr. Fox when the funding becomes available. Next to speak was Mr. Martinez about the Weatherization Assistance Program (WAP), which is designed to help low-income people, particularly the elderly and handicapped, overcome the high cost of energy through installing energy conservation measures at no cost to the applicant. Qualifications is a three-step process; total household income must meet federal income eligibility requirements, applicant must be a U.S. Citizen (or show proof of Resident Alien Status), and the home must be structurally sound. Mr. Martinez clarified that WAP is similar to CPS' Casa Verde, but since WAP is federally funded, the qualifications are more stringent.
4. **Citizens to be heard** – Citizen Santiago Ortiz said he'd like more visibility of the Marshal on the streets, potholes taken care of, better street lighting, and is not a fan of the restrictions Tiger has on their bulk pickup when it comes to brush and would like the City to consider other options for brush pickup.
5. **City Administrator Updates/Announcements.**
  - a) Update on sale of Fiesta medals with proposed limit of amount able to purchase. – Mayor Ball stated the medals have been delivered and are ready for sale. A limit of four per person was established.
  - b) Master Plan briefing by Lou Fox. – Mr. Fox stated he spoke with Tony Saucedo from Mendez Engineering who is gathering information from questionnaires that were mailed to citizens and posted on the City's website. Mr. Fox said he would provide updates as he receives them.
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 January 9, 2020 Regular City Council Meeting.
  - b) Approve November 2019 City Attorney Invoice No. 1232 from Kassahn & Ortiz not to exceed \$1,800.00.
  - c) Approve December 2019 City Attorney Invoice No. 1236 from Kassahn & Ortiz not to exceed \$1,695.00.



Alderman Tremblay made a motion to approve the consent agenda, as submitted, which was seconded by Alderman Walker and passed unanimously.

## **7. Administration**

- a) Discuss and/or possible action on approving an extension to the existing contract with M&S Engineering. Alderman Tremblay made a motion to approve a two-year extension to the original contract until February 6, 2022, which was seconded by Alderman Yelton and passed unanimously.
- b) Discuss and/or possible action on response to M&S Engineering's recommendation of award for the Lost Hills Low Water Crossing project. Alderman Tremblay made a motion to approve M&S Engineering's recommendation and award the contract to Ace Co. with instructions allowing Lou Fox to negotiate and execute the contract. This was seconded by Alderman Repino and passed unanimously.
- c) Discuss and/or possible action on approving an Interlocal Agreement with the Bexar County Fire Marshal. Alderman Repino made a motion to approve the ILA with Bexar County, which was seconded by Alderman Walker and passed unanimously.
- d) Discuss and/or possible action on proposal received from BB Inspection Services, LLC. Alderman Repino made a motion to approve BB Inspection Services' proposal with instructions allowing Lou Fox to negotiate and execute the contract. This was seconded by Alderman Tremblay and passed unanimously.
- e) Discuss and/or possible action on an ordinance amending the Master Fee Schedule and repealing all prior ordinances. Alderman Tremblay made a motion to waive the Two Read requirement, which was seconded by Alderman Repino and passed unanimously. Alderman Tremblay then made a motion to approve the ordinance, which was seconded by Alderman Repino and passed unanimously.
- f) Discuss and/or possible action on an ordinance creating an Animal Shelter Advisory Committee. Alderman Walker stated that according to state law, the City must have an Animal Shelter Advisory Committee consisting of one licensed veterinarian, one alderman, one person whose duties include the daily operation of the shelter, and one person from an animal welfare organization, all of which are to be appointed by City Council who may additionally appoint any other person it deems necessary for the effectiveness of the committee. Council will appoint one member of the committee to serve a Chair for a term of two years with those terms beginning on February 1<sup>st</sup> of even numbered years. Alderman Walker made a motion to approve the ordinance, which was seconded by Alderman Repino and passed unanimously.
- g) Discuss and/or possible action on Resolution 2020-113 approving an investment policy pursuant to the Public Funds Investment Act. The incorrect resolution number was referenced on the agenda, which should read Resolution 2020-112. Alderman Repino made a motion to approve the resolution, which was seconded by Alderman Walker and passed unanimously.
- h) Discuss and/or possible action on scheduling the date, time and place for a town hall meeting for public comments on the use of fireworks within the City limits. Alderman Repino made a motion to approve scheduling a town hall meeting on Thursday, February 6, 2020 at 6:30 p.m. at City Hall. This was seconded by Alderman Tremblay and passed unanimously.



- i) Discuss and/or possible action on an annual merit increase for Animal Control Officer Chris Maldonado and City Secretary Katherine Yelton. Alderman Tremblay made a motion to approve a 3% increase to Chris Maldonado's rate of pay, which was seconded by Alderman Repino and passed unanimously. Alderman Repino made a motion to approve a 3% increase in Katherine Yelton's rate of pay, which was seconded by Alderman Tremblay. Also in favor was Alderman Walker while Alderman Yelton abstained from voting. Motion carried.

## 8. Marshal

- a) Discuss and/or possible action on adopting a Sandy Oaks Marshal's Office Policy and Procedures Manual. Alderman Repino made a motion to approve the policy and procedures manual, as presented, which was seconded by Alderman Walker and passed unanimously.
- b) Discuss and/or possible action on adopting a Sandy Oaks Marshal's Office Field Training Policy. Alderman Repino made a motion to approve the field training policy, as presented, which was seconded by Alderman Yelton and passed unanimously.
- c) Discuss and/or possible action on the purchase of a body camera. Alderman Tremblay made a motion to approve the purchase of two body cameras at a cost not to exceed \$3,200.00, which was seconded by Alderman Repino and passed unanimously.
- d) Discuss and/or possible action on approving the lodging and meals expenses for Marshal Lopez to attend required Texas Police Chief Leadership classes in June and July 2020. Alderman Repino made a motion to approve the lodging and meals expenses for two required classes for a total not to exceed \$1,300.00, which was seconded by Alderman Tremblay and passed unanimously.

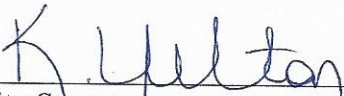
## 9. Public Works

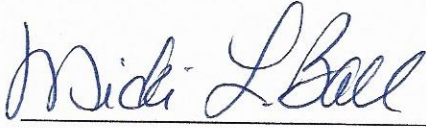
- a) Discuss and/or possible action on the purchase of a Kubota diesel tractor, attachments and trailer. Alderman Tremblay made a motion to approve the purchase of the tractor, attachments and trailer for a cost not to exceed \$28,200.00 with instructions allowing Lou Fox to execute and negotiate the finance/lease agreement. This was seconded by Alderman Repino and passed unanimously.

## 10. Adjourn – The meeting adjourned at 8:05 p.m.

PASSED AND APPROVED ON THIS 13<sup>th</sup> DAY OF FEBRUARY, 2020.

ATTEST:

  
\_\_\_\_\_  
City Secretary  
Katherine Yelton

  
\_\_\_\_\_  
Mayor  
Micki L. Ball