

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING MINUTES**  
**April 23, 2020 at 6:30 p.m.**

1. **Call to order and quorum call.** Mayor Ball called the meeting to order at 6:33 p.m. In attendance were Aldermen Tremblay, Walker, Repino, Yelton, and Fillinger, City Attorney Casandra Ortiz, City Administrator Lou Fox, and City Secretary Katherine Yelton
2. **Citizens to be heard.** No citizens signed up to speak.
3. **Mayor and Administrator Announcement/Updates**
  - a) COVID-19  
Mayor Ball stated the state governor, the county judge, and the San Antonio mayor are working on reopening businesses in a safe manner. Social distancing and wearing of masks remain in place and are a requirement when entering businesses.
  - b) New municipal building construction  
Mayor Ball announced the entire building has arrived and is fully connected. The bullet proof glass and wall have been installed. Mayor Ball stated the opening and occupying of the building will not take place until sometime next year because the costs to do so were not in this year's budget; therefore, there will not be much more activity going on unless the City can find additional funding to get some of the work done.
4. **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 March 12, 2020 Regular City Council Meeting.~~
  - b) Approve minutes from the April 9, 2020 Regular City Council Meeting.

Mayor Ball pulled item (a) as the minutes were not ready for approval. Alderman Fillinger made a motion to approve the remainder of the consent agenda, which was seconded by Alderman Walker and passed unanimously.

**5. Presentation**

- a) Presentation of draft Master Plan from Tony Saucedo with Mendez Engineering and possible action. Tony shared his screen to show the proposed future land use map of the City. He began by explaining the Master Plan contains a summary, goals and objectives, future land use, an implementation plan, and a survey summary, as well as copies in English and Spanish of the survey that was mailed (over 4000) to each household in the City. He explained that the survey summary shows the responses to the survey and the number of citizens who responded, which was 129. Mayor Ball asked Tony to explain the map he was sharing. He referred Council to the Section 3 of the proposed plan for the explanation of each legend showing on the map. Tony said that usually in the beginning of a master plan is the demographic information, but he did not include that information until after the 2020 census results have been released, at which time the master plan could be amended to include that information. Alderman Walker said she was surprised that Animal Control was not included in the survey. Tony explained Animal Control was not included because the City already has that in place and not something that is being planned for and the shelter is already a part of an ongoing project. Casandra stated that before Council adopts a Master Plan, it must go through the P&Z Commission who would have

a public hearing and give a recommendation to Council. Mayor Ball said she would get in touch with the commission chairperson to ensure a P&Z meeting is held in May so that Tony could give his same presentation to the commission and also asked Casandra to be available to attend said meeting.

## 6. Administration


- a) Discuss and/or possible action on an increase of weekly work hours for Court Clerk Kathy Plate. Alderman Tremblay made a motion to increase the Court Clerk's hours not to exceed 32 hours a week, which was seconded by Alderman Fillinger and passed unanimously.
- b) Discuss and/or possible action on an annual merit increase for Court Clerk Kathy Plate. Alderman Yelton made a motion to increase the Court Clerk's rate of pay by 3%, which was seconded by Alderman Repino and passed unanimously. Alderman Repino then made a motion to approve the effective date of the rate increase to begin the first day of the next pay period, May 4. This was seconded by Alderman Yelton and passed unanimously.
- c) Discuss and/or possible action on second reading of Ordinance 2020-160 Adopting a Juvenile Curfew. Alderman Fillinger made a motion to approve the ordinance, which was seconded by Alderman Yelton and passed unanimously.
- d) Discuss and/or possible action on a final review of a contract with JDL Solutions for IT services. Alderman Tremblay requested the words "no less than" be added before the 20 hours. Alderman Yelton made a motion to approve the contract, as amended, which was seconded by Alderman Repino and passed unanimously. Alderman Fillinger made a motion to approve Mayor Ball to sign the contract, which was seconded by Alderman Yelton and passed unanimously.

## 7. Public Works


- a) Discuss and/or possible action on a quote from Vulcan Signs for signage hardware. Alderman Fillinger made a motion to approve the purchase not to exceed \$900.00, which was seconded by Alderman Yelton and passed unanimously.

## 8. Adjourn The meeting adjourned at 7:38 p.m.

PASSED AND APPROVED ON THIS 14<sup>th</sup> DAY OF MAY, 2020.

  
Micki L. Ball  
Mayor

ATTEST:

  
Katherine Yelton  
City Secretary