

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
PUBLIC HEARING AND REGULAR MEETING MINUTES**

April 14, 2022 at 6:30 p.m.

Notice is hereby given that a Public Hearing and a Regular Meeting of the City Council of the City of Sandy Oaks, Texas is being held today, April 14, 2022 at 6:30 p.m. at Sandy Oaks City Hall located at 22870 Priest Road, Sandy Oaks, Texas 78112. All agenda items are subject to action.

The City of Sandy Oaks will also provide a livestream video and telephonic access of the meeting and public hearing through the link <https://us02web.zoom.us/j/6717793635> and Meeting ID 671 779 3635 or by dialing in to any the following phone numbers: (346) 248-7799, (669) 900-6833, (929) 205-6099, (253) 215-8782, (301) 715-8592 or (312) 616-6799. When requested, enter Meeting ID 671 779 3635.

The public will be permitted to offer public comments for either the public hearing or citizens to be heard portion of the agenda in person, telephonically or by video as provided by the agenda and as permitted by the presiding officer during the meeting by signing up with the City Secretary at least 15 minutes in advance of the meeting, if providing comments in person and at least two hours in advance of the meeting by emailing cityclerk@cityofsandyoaks.com or by calling (210) 607-0834 if speaking telephonically or by video. Written comments may be submitted to the City Secretary up to two hours before the meeting by emailing cityclerk@cityofsandyoaks.com and will be provided to the City Council for their consideration. Please indicate whether your comments are for the public hearing or citizens to be heard portion of the regular meeting agenda.

A recording of the telephonic meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

1. Call to order and quorum call. Mayor Fillinger called the meeting to order at 6:30 p.m.

Present for the meeting were Mayor Pro Tem Martinez, Alderman Repino, Alderwomen Martinez and Alvarado. Alderman Bricken was absent. Also present was City Attorney Ortiz and Chief of Police Felipe Lopez.

2. Pledge of Allegiance. Led by Mayor Fillinger

3. Public Hearing: Discussion and/or possible action on Minor Plat of Crystal Water Subdivision of an approximately a 3.328 acre tract of land out of survey number 3, abstract number 107, C.B. 4131 Recorded in Volume 6479, Page 993 Official Public Records, Bexar County, Texas and also being a portion of a 1399.506 acre tract of land described in Warranty Deed Recorded in Volume 3899, Page 1269, Deed Records, Bexar County, Texas, Establishing Lots 1, & 2, & 3 C.B. 4131, Bexar County, Texas submitted by James Haase. (No recommendation from the Planning and Zoning Commission) (Mayor Fillinger)

Mayor Fillinger opened the public hearing at 6:32 p.m. Mayor Pro Tem Martinez made a motion to authorize the City Clerk to sign off on the Minor Plat of the Crystal Water Subdivision. Seconded by Alderman Repino. Motion passed unanimously. Mayor Fillinger closed the Public Hearing at 6:42 p.m.

4. Citizens to be heard. Persons wishing to speak may sign up with the City Secretary in the time and manner as indicated above. Please note that the Texas Open Meetings Act prohibits the City Council from responding, commenting, or discussing items or topics during this portion of the meeting that are not included on the agenda. The City Council appreciates hearing from the citizens and your thoughts and questions are valued; however, civility and a sense of decorum will be strictly followed. All speakers must address their comments to City Council. Speakers shall refrain from public criticism of members of the City Council that are prohibited by law. This item will be open for

up to 30 minutes, with 3 minutes to each speaker. One (1) person may speak on behalf of a group. Up to three (3) persons may register on behalf of the group in order for the spokesperson to be allotted up to nine (9) minutes to speak. If there are more than ten (10) speakers, each will be given two (2) minutes or six (6) minutes for a group spokesperson. No one signed up to speak.

5. **Mayor & Administrator Announcements/Updates.** Mayor Fillinger said that we are still working with Waste Connections regarding residential dumpsters. And the grant for the Lowman/Hilltop Peaks drainage project is moving forward.
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 March 24, 2022 Regular City Council Meeting.
 - b. Approve February 2022 Invoice No. 1295 from Kassahn & Ortiz not to exceed \$6,327.30.Alderman Repino made a motion to reconsider the consent agenda for further discussion. Seconded by Alderwoman Martinez. Motion passed unanimously. Alderman Repino then made a motion to approve the consent agenda except for item 6a. Seconded by Alderwoman Alvarado. Motion passed unanimously. Alderman Repino found an error in the minutes. There was no action or second recorded on item 6b in the minutes. Mayor Fillinger said the official minutes need to be corrected and asked City Clerk Rabe to correct the minutes.
7. **Financial Report** The income and expenses for March 2022 will be reported by City Secretary Charlotte Rabe with possible discussion and/or action.
 - Ms. Rabe reported the beginning balance March 1, 2022 was \$349,415.49, checks and payments of \$192,184.96, deposits of \$176,321.44 leaving an ending balance of \$333,551.97. Alderman Repino made a motion to accept the financial report as presented. Seconded by Alderwoman Alvarado. Motion passed unanimously.
8. **Investment Report** Receive brief from Alderman Repino on Quarterly Investment Report with possible discussion and/or action. Alderman Repino reported our investment total of \$127,689.60 at the beginning of the quarter and an ending balance of \$127,716.54 with an increase of \$26.94. Alderman Repino made a motion to accept the report. Seconded by Alderwoman Alvarado. Motion passed unanimously.
9. **Police Department**
 - a. Updates and Announcements from Chief Lopez with possible discussion and/or action. Chief Lopez had no updates or announcements.
 - b. Presentation of monthly report by Chief Lopez with possible discussion and/or action. Chief Lopez reported 27 court defendants with 46 cases for the month of March with 86 traffic stops, 97 citations, 41 warnings and 30 calls for service along with various other offenses. The full report will be on the city's website.
 - c. Discuss and/or possible action on approving the cost of hotel room from May 22 to May 27, 2022 in the amount of \$570.22 for Chief Lopez to attend the 2022 Texas Police Chief Leadership Series Conference in Waco, TX, which is mandatory for his position. Mayor Pro Tem Martinez said that he had worked with the Chief to get an accurate amount for this training, to include per diem and fuel. He made a motion to approve an amount not to exceed \$1100.00 to cover all costs. Seconded by Alderman Repino. Motion passed unanimously.
10. **Animal Control**

- a. Updates and Announcements from Animal Control Advisory Committee (“ACAC”) Chair Debbie Martinez with possible discussion and/or action. Alderwoman Martinez had no updates or announcements.
- b. Presentation of monthly report by Officer Ellis with possible discussion and/or action. Mayor Fillinger pulled this item as ACO Ellis was not present due to work.

11. Parks & Recreation

- a. Update and announcements from Park Advisory Committee Chair Repino with possible discussion and/or action. Alderman Repino reported that the exercise equipment should be coming soon. They are working on putting in the Butterfly Garden behind the Community Center. They will be working this Saturday at 9:00 a.m. and asked for volunteers. Next meeting will be on April 19.
- b. Discuss and/or possible action on quote(s) received for the purchase of freezer(s) for the Community Center. Mayor Fillinger has a quote from Sam’s club for a 6.5 cu ft for \$299. 98. He said he would like to purchase two. The freezer at the Community Center now is not working and not worth fixing. Alderman Repino made a motion to approve the purchase the two freezers for not more than \$650.00. Seconded by Alderwoman Alvarado. Motion passed unanimously.

Alderman Repino announced that the Easter party at the Community Center was a big success and thanked all the volunteers for their time and effort.

12. Public Works

- a. Discuss and/or possible action on quote(s) received to replace tires on the Public Works truck. The tires are older than the truck. Mayor Pro Tem Martinez suggested purchasing four tires and a spare. Three quotes from Discount Tire were presented to council. Alderman Repino made a motion to approve quote #67359, the purchase of 5 tires with a cost not to exceed \$1400 .00. Seconded by Alderwoman Martinez. Motion passed unanimously.

13. Administration – Unfinished Business

- a. Discuss and/or possible action on procedures for adopting land use and development ordinances, including subdivision and platting and comprehensive zoning. (Brought back from March 24, 2022 agenda). Mayor Fillinger is concerned that we have had a planning and zoning commission since 2019 and it does not seem to be moving forward. He asked council how they thought we should proceed. City Attorney Ortiz said that COVID had slowed things down and that some of the commission had broken off into a committee to address the ordinance they had been working on. She suggested getting the city engineer involved or an outside consulting company. She said it had become a slow-moving process. Mayor Fillinger said he would speak with our City Engineer about getting him involved and he would get with Mayor Pro Tem Martinez to speak with the commission.

14. Administration – New Business

- a. Discuss and/or possible action regarding a Citizen Complaint Review Board vacant position. Micki Ball applied. Alderman Repino made a motion to nominate Ms. Ball. There was not a second. Mayor Fillinger said we would continue to advertise for the position until May 15, 2022.
- b. Discuss and/or possible action on the resignation/retirement of City Secretary Charlotte Rabe. Mayor Pro Tem Martinez made a motion to accept the resignation. Seconded by Alderwoman Martinez. Motion passed unanimously. Mayor Fillinger thanked Mrs. Rabe for her service to the city.
- c. Discuss and/or possible action on procedures for filling the position of City Secretary. Mayor Fillinger has had conversations with Ms. Yelton, our current court clerk and she would like to go back to City Secretary and advertise for a court clerk. Alderwoman Alvarado made a motion to reinstate Katherine Yelton as City Secretary effective May 2, 2022. Seconded by Alderwoman Martinez. Motion passed unanimously. Alderman Repino made a motion to advertise for a new court clerk starting April 15,

2022 in the Wilson County News, Texas Municipal League and our website ending on April 29th.
Seconded by Alderwoman Martinez. Motion passed unanimously.

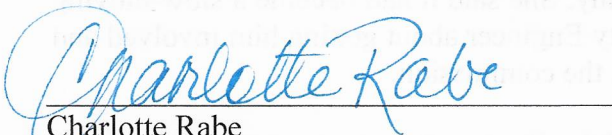
- d. Discuss and/or possible action on a Work Authorization document from 6S Engineering for repair/construction to New Mathis Road and Flat River Drive. The bond money for street repairs from 2019 is now being directed to these two roads as they need major repairs, since New Mathis opened to more traffic daily, and Flat River has never been repaired. This work authorization is for project management, design engineering roadway, surveying, geotechnical engineering design, bid phase services and construction administration. The cost for these services is \$71,466.00. Jess Swaim from 6S, told Mayor Fillinger that if we start now, we would be looking at a September-October finish date. Total for the project is \$900,000.00. Mayor Pro tem Martinez to authorize Mayor Fillinger to sign the work authorization. Seconded by Alderman Repino. Motion passed unanimously.
 - e. Discuss and/or possible action on the resignation from Ken Bradshaw from the Planning and Zoning Commission. Alderman Repino made a motion to accept Mr. Bradshaw's resignation. Seconded by Alderwoman Alvarado. Motion passed unanimously.
 - f. Discuss and/or possible action on procedures to fill the vacancy on the Planning and Zoning Commission and/or appointment to fill the vacancy on the Planning and Zoning Commission. Mayor Pro Tem Martinez made a motion to nominate Terry Coffindaffer to the Planning and Zoning Commission. Seconded by Alderman Repino. Motion passed unanimously.
15. **Adjourn** Alderman Repino made a motion to adjourn the meeting at 7:55 p.m. Seconded by Alderwoman Martinez.

PASSED AND APPROVED ON THIS 28TH DAY OF APRIL 2022



Charles Fillinger
Mayor

ATTEST:



Charlotte Rabe
City Secretary