

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING AGENDA**  
**May 26, 2022 at 6:30 p.m.**

1. **Call to order and quorum call.** Mayor Fillinger called the meeting to order at 6:30 p.m. In attendance were Mayor Pro Tem Martinez, Alderwomen Alvarado and Martinez, Aldermen Repino and Coffindaffer, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton.
2. **Pledge of Allegiance.** Led by Mayor Fillinger
3. **Citizens to be heard.** Melissa Hadley, Richard Hadley, and Allen Young signed up to speak. Mr. Hadley and Mr. Young gave their time to Mrs. Hadley to speak as their spokesperson and present their desire to amend the current animal ordinance to allow for sheep, goats, and alpacas.
4. **Mayor & Administrator Announcements/Updates** Mayor Fillinger announced the passing of Alderman Gary Bricken. He mentioned that Memorial Day is on Monday and asked that citizens of the city remember those who died in the line of protecting our country. He also asked that citizens be safe this weekend as Texas is the leading state when it comes to deaths over the Memorial Day weekend.
5. **Consent Agenda.** Ald. Repino made a motion to approve the consent agenda, as presented, which was seconded by Ald. Coffindaffer and passed unanimously.
  - a. Approve minutes from the April 28, 2022 Regular City Council meeting.
  - b. Approve minutes from the May 12, 2022 Regular City Council meeting.
  - c. Approve March 2022 Invoice No. 1296 from Kassahn & Ortiz not to exceed \$4,875.00.
  - d. Approve Resolution 2022-157 appointing Katherine Yelton as City Clerk.
6. **Animal Control**
  - a. Updates and Announcements from Animal Control Advisory Committee (“ACAC”) Chair Debbie Martinez with possible discussion and/or action. Ald. Martinez stated the last meeting was cancelled due to the election officials needing to set up for the next day and that the next meeting is scheduled for Monday, June 6.
7. **Public Works**
  - a. Discuss and/or possible action on Ordinance 2022-202 amending Ordinance 2017-70A and creating the position of Public Works Director and other matters related to the position of Public Works Director. Ald. Repino made a motion to waive the second reading of the proposed ordinance, which was seconded by Ald. Martinez and passed unanimously. Ald. Coffindaffer made a motion to adopt the ordinance, as presented, which was seconded by Ald. Martinez and passed unanimously.
  - b. Executive Session to deliberate the promotion of Public Works Employee Priscilla Schmitt to Public Works Director and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551-074 (Personnel Matters). Council went into Executive Session at 6:53 p.m. until 7:04 p.m. Mayor Fillinger called the meeting back in order at 7:06 p.m.
  - c. Discuss and/or possible action on the promotion of Public Works Employee Priscilla Schmitt to Public Works Director and related matters and approving Resolution No. 2022-158 appointing a Public Works Director. Ald. Repino made a motion to amend the proposed ordinance by inserting Priscilla Schmitt as the Public Works Director and the rate of pay at \$20.00 an hour. This was seconded by MPT Martinez. Ald. Repino then made a motion to adopt the resolution, as amended, which was seconded by Ald. Alvarado and passed unanimously.



**8. Parks and Recreation**

- a. Update and announcements from Park Advisory Committee Chair Tom Repino with possible discussion and/or action. Ald. Repino stated the exercise equipment has been installed and usable, that during the last committee meeting it was decided to go down to one meeting a month and that June 7 is the next meeting.

**9. Administration – New Business**

- a. Proclamation by the City Council of the City of Sandy Oaks, Texas of Fair Housing Month. Mayor Fillinger and City Council proclaimed April as Fair Housing Month in the City of Sandy Oaks.
  - b. Discuss and/or possible action on Resolution No. 2022-153 designating authorized signatories for contractual documents for requesting funds pertaining to the Texas Community Development Block Grant Program Grant Agreement Number CDV21-0020. MPT Martinez made a motion to add “Alderman Place 3” in paragraph c as an additional signer for contractual documents, which was seconded by Ald. Alvarado and passed unanimously. Ald. Repino then made a motion to adopt the resolution, as amended, which was seconded by Ald. Alvarado and passed unanimously.
  - c. Discuss and/or possible action on Resolution No. 2022-154 regarding civil rights and adopting a Citizen Participation Plan and Grievance Procedures, an Excessive Force Policy, Section 504 Policy and Grievance Procedures, a Code of Conduct Policy, and a Fair Housing Policy. Some discussion was had over the definition of excessive force and the proposed policy. Ald. Alvarado made a motion to adopt the ordinance, as presented, which was seconded by Ald. Coffindaffer. In favor were MPT Martinez and Ald. Martinez. Ald. Repino voted against adopting the resolution. Motion passed four to one.
  - d. Discuss and/or possible action on Resolution No. 2022-156 delegating the management of the day-to-day operations of the City related to the City’s financial accounts to designated officials and authorizing signatories and Representative. MPT Martinez made a motion to adopt the resolution, as presented, which was seconded by Ald. Repino and passed unanimously.
  - e. Discuss and/or possible action on Ordinance 2022-203 amending Ordinance 2017-82 creating the position of Webmaster and other matters related to the position of Webmaster. Ald. Repino made a motion to waive the requirement for a second reading, which was seconded by Ald. Martinez. Ald. Repino then made a motion to adopt the ordinance, as presented, which was seconded by Ald. Martinez and passed unanimously.
  - f. Discuss and/or possible action on Resolution No. 2022-155 retaining and/or appointing a Webmaster. Ald. Repino made a motion to adopt the resolution, as presented, and retain Nomad Office Services as Webmaster, which was seconded by Ald. Coffindaffer and passed unanimously.
  - g. Discuss and/or possible action on a Resolution of the City authorizing participation in the U.S. Department of Housing and Urban Community Development Block Grant, HOME Investment Partnership and Emergency Solutions Grant programs for fiscal years 2022-2024 and authorization of execution of a cooperative agreement with Bexar County for participation in such programs. Mayor Fillinger postponed this item until the next regular meeting to be put under Old Business.
- 10. Adjourn.** Ald. Repino made a motion to adjourn at 7:59 p.m., which was seconded by Ald. Coffindaffer and passed unanimously.

**PASSED AND APPROVED ON THIS 9<sup>TH</sup> DAY OF JUNE 2022**

  
Charles Fillinger  
Mayor

ATTEST:

*Katherine Yelton*

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Katherine Yelton  
City Secretary