

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING MINUTES**  
**January 26, 2023 at 6:30 p.m.**

1. **Call to order and quorum call.** Mayor Martinez called the meeting to order at 6:33 p.m. In attendance were Mayor Pro Tem Alvarado, Alderwoman Martinez, Aldermen Repino, Fillinger, and Coffindaffer, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton.
2. **Pledge of Allegiance.** Led by Mayor Martinez.
3. **Citizens to be heard.** County Commissioner Rebecca Clay-Flores attended the meeting to inform Council and citizens of a developer, R. W. McDonald, who owes about 500 acres off Lamm Rd and wants to develop a homestead manufactured home community butting up to I-37 North. The community will have 427 lots ranging in size from .10 acres to .75 acres and amenities like a swimming pool, playscape, basketball court, and an open-air pavilion and expected to cost \$35M. Commissioner Clay-Flores said she will not support the development if Sandy Oaks is not in favor of it and encouraged Council to have a Town Hall meeting. Mayor Martinez said that break-ground development may begin in two years as the developer is still trying to secure funding.
4. **Mayor & Administrator Announcements/Updates.** Mayor Martinez stated the poles in the park have been installed, so the lights should be coming soon and construction on New Mathis has begun. He also said he will be putting some meetings together to discuss the development off Lamm Rd.
5. **Consent Agenda**
  - a. Approve minutes from the December 8, 2022 Regular City Council meeting.
  - b. ~~Approve minutes from the January 12, 2023 Regular City Council meeting.~~Mayor Martinez removed item 'b' as the minutes were not ready for consideration. Ald. Fillinger requested to remove item 'a' for discussion, stated the Passed and Approved date was incorrect, and made a motion to change the date to the current date. This was seconded by Ald. Repino and passed unanimously. Ald. Repino made a motion to approve the consent agenda, as amended, which was seconded by Ald. Fillinger and passed unanimously.
6. **Police Department**
  - a. Updates and Announcements from Chief Lopez with possible discussion and/or action. Mayor Martinez pulled this item as the chief was not in attendance.
7. **Parks & Recreation**
  - a. Update and Announcements from Park Advisory Committee Chair Alderman Repino with possible discussion and/or action. Ald. Repino had no updates other than to mention the next meeting will be on February 7.
8. **Public Works**
  - a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. Ms. Schmitt stated four signs were installed in the park pertaining to no loose dogs and picking up waste after dogs and the No Smoking Within 50 Feet sign was installed near the Community Center.



**9. Administration – Old Business**

a. Discuss and/or possible action on Resolution 2023-175 amending policies on work week, work schedule and pay, employee leave, and City holidays of the Personnel Policy Manual. The following motions of amendments were made to the amended policy presented to Council.

Motion	By	Second	Unanimously
Remove the strikethrough under Payroll Deductions regarding TMRS	Ald. Fillinger	Ald. Repino	Yes
Choose January 1 <sup>st</sup> as the date to renew PTO bank under Guidelines for PTO Use	Ald. Coffindaffer	Ald. Repino	Yes
Increase the bereavement days from 3 to 5	Ald. Coffindaffer	No Second	
Change January 12 to January 26 under Years of Service/Earned PTO	Ald. Fillinger	MPT Alvarado	Yes
Change the word “required” to “encouraged” in the first sentence of the second paragraph under Leave Under the Family Medical Leave Act	Ald. Coffindaffer	Ald. Fillinger	Yes
Strike “may” from the first sentence of the third paragraph under Leave Under the Family Medical Leave Act. Also, insert the wording “and renewed annually, as needed” at the end of the same sentence	Ald. Fillinger	Ald. Repino	Yes
Under Military Leave, first sentence of second paragraph, increase 15 workdays to 30 workdays and add “supplementing their military pay up to their current City pay scale for up to 30 days”	Ald. Coffindaffer	MPT Alvarado	Yes
Under Military Leave, remove the last sentence of the second paragraph	Ald. Fillinger	Ald. Coffindaffer	Yes
Under Military Leave, remove the entire fourth paragraph	Ald. Coffindaffer	Ald. Repino	Yes
Reconsider removing entire fourth paragraph	Ald. Coffindaffer	Ald. Fillinger	Yes
Under Years of Service, after the first sentence of the paragraph under the Paid Time Off Scale table, insert “except as provided in Government Code 437.202”	Ald. Fillinger	Ald. Coffindaffer	Yes
Correct the Government Code in the first sentence of the fifth paragraph from 473.202(a) to 437.202(a)	Ald. Fillinger	MPT Alvarado	Yes
Under the 2023 Holiday Schedule, remove Martin Luther King Day since the holiday had already passed	Ald. Fillinger	Ald. Repino	Yes

b. Discuss and/or possible action on a nomination and appointment of a Chair of the Animal Control Advisory Committee. Mayor Martinez postponed this item until the next regular council meeting.

c. Discuss and/or possible action on quote(s) received for an automatic gate at the City Park. Ald. Coffindaffer made a motion to approve the quote from Treco for a cost not to exceed \$13,250.00, which was seconded by Ald. Martinez. In favor were Ald. Repino and MPT Alvarado. Opposed was Ald. Fillinger. Motion passed by majority.

d. Discuss and/or possible action on invoice received from Everbridge for Nixle Engagement and contract. Mayor Martinez stated that the city has a three-year contract with Everbridge and it is too late to cancel for this year. He instructed Ms. Yelton to pay the \$3,000.00 invoice and asked Mrs. Ortiz to draft a cancellation letter for the third year.

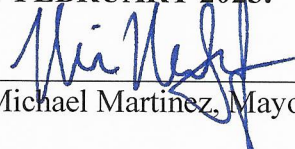
**10. New Business**

a. Discuss and/or possible action on completing a boundary survey of Property ID 354273, legally described as CB 5764 P-2 ABS: 1235 State Code E1, located at Copper Canyon Drive, a property owned by the City of Sandy Oaks and associated costs. Ald. Repino made a motion to approve the quote received from Westar Engineers for a cost not to exceed \$1,700.00, which was seconded by Ald. Coffindaffer and passed unanimously.

b. Discuss and/or possible action on amending Ordinance No. 2020-157 Creating an Animal Shelter Advisory Committee (“ASAC”) and amending Ordinance No. 2022-206 Creating an Animal Control Advisory Committee (“ACAC”). Ald. Fillinger made a motion to task the city attorney with drafting an ordinance that merges the two referenced ordinance and bring back to council for consideration. This was seconded by Ald. Repino and passed unanimously.

11. **Adjourn.** Ald. Coffindaffer made a motion to adjourn at 8:32 p.m.

**PASSED AND APPROVED ON THIS 9TH DAY OF FEBRUARY 2023.**

  
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Michael Martinez, Mayor

ATTEST:  
  
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Katherine Yelton, City Secretary