

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS  
TOWN HALL AND REGULAR MEETING MINUTES**

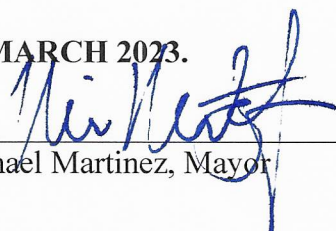
**February 23, 2023 at 6:30 p.m.**

1. **Call to order and quorum call.** Mayor Martinez called the meeting to order at 6:31 p.m. In attendance were Mayor Pro Tem Alvarado, Alderwoman Martinez, Aldermen Fillinger, Repino, and Coffindaffer, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton.
  2. **Pledge of Allegiance.** Led by Mayor Martinez
  3. Town Hall to receive presentation by the McDonald Development regarding potential development at Lamm Road and Interstate Highway 37 and allow for citizens' comments, questions, and input. Mayor Martinez opened the Town Hall at 6:32 p.m. to allow for citizens' questions and concern to developer RW McDonald. Along with the developer was his attorney, Caroline McDonald (no relation), with Brown & Ortiz Law. Mayor Martinez closed the Town Hall at 7:17 p.m.
  4. **Citizens to be heard.** No citizens signed up to speak. Mayor Martinez then moved to item 11a.
11. **Administration – New Business**
- a. Discuss and/or possible action on the award of a construction contract for the TxCDBG Project #CDV21-0020 Drainage Improvements project. Jerry Shepherd from Southwest Engineers stated bids for the project were taken yesterday at City Hall and provided a recommendation of award to Council. This is a drainage improvement project for the west side of Hilltop Peaks from Skila to Lowman and affects thirteen different driveways and 1,330 feet of ditch work, replacement of pipe culverts under the driveways and finish the driveway surfaces at the close of the project. Mr. Shepherd stated that at bid time, there were 8 interested bidders, but we received only three bids and only two were legitimate. C3 Environmental Specialties of Schertz, Texas was established as the apparent successful low bidder. A total of \$317,500.00 is available for construction within the City's contract, so C3's base bid amount of \$108,506.00 is far below the available funds. Contingent items were reviewed for possible inclusion into the contract. If all contingent items are to be included, the contract price would then be \$219,120.65; however, Grant Works has indicated that the state will consider two contingent items to be "maintenance" and ineligible to be paid with grant funds (cleaning three existing culverts at Skila and two existing at Lowman), but the City could cover the cost of doing those two items, if so desired. Leaving out those two contingent items would bring the contract price to \$194,264.45, still \$123,235.55 under the available funds. Grant Works has suggested coming up with another project in the area (soon) so the remaining funds could be used and the City would not be penalized on future grants because more than \$10,000 would be de-obligated (returned). Southwest Engineers has not yet worked with C3, but all references gave rave reviews and said they would use C3 again. C3 has had no debarments and this is eligible to do State-funded projects. C3 has also indicated they have no conflicts of interest existing with the City and are, therefore, eligible for a construction contract award. Southwest Engineers respectfully recommends a construction contract in the amount of \$194,264.45 be awarded to C3 Environmental Specialties out of Schertz, Texas. Ald. Fillinger made a motion to approve the recommendation, which was seconded by MPT Alvarado and passed unanimously.
5. **Mayor & Administrator Announcements/Updates.**
- a. Road Bond Update – Repave has been completed and they also feathered the edges out with additional materials based on complaints from citizens and the postmaster. Mayor Martinez stated this is base material and will give out over time, but is the best that can be done at this point. Striping of New Mathis will be happening soon.
  - b. Park Lighting – A substantial amount of new lighting has been added to the park, which has been a much-needed improvement, increases overall safety and provides a more inviting feeling to the park at night.



- c. CDBG Grant – Representative Rebecca Clay-Flores has reached out to Mayor Martinez regarding available state grants for road repairs, so Mayor Martinez is working with the Public Works Director to help identify any roads that may qualify and asked that citizens reach out to him if they feel their road may qualify.
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 26, 2023 Regular City Council meeting.
- b. Approve minutes from the February 9, 2023 Regular City Council meeting.  
Ald. Fillinger made a motion to approve the consent agenda, as presented, which was seconded by Ald. Repino and passed unanimously.
7. **Police Department**
- a. Updates and Announcements from Chief Lopez with possible discussion and/or action. Chief Lopez stated he has received an application for the open position and is currently in the process of conducting background checks.
8. **Parks & Recreation**
- a. Update and Announcements from Park Advisory Committee Chair Alderman Repino with possible discussion and/or action. Ald. Repino thanked Council and Public Works for the lights in the park. He mentioned the first Bunko night was a success and the next meeting will be held on March 7.
9. **Animal Control**
- a. Discuss and/or possible action on procedures for filling the open position of Animal Control Officer. This item was postponed by the mayor to allow for more time for the mayor and the chief to discuss workdays and hours.
10. **Public Works**
- a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. PWD Priscilla Schmitt had no updates or announcements.
11. **Administration – New Business**
- b. Discuss and/or possible action on a Work Authorization document from 6S Engineering for a design plan and trench plan review for a water main to be installed under Mathis Rd. Ald. Fillinger made a motion to approve the document for a cost not to exceed \$400.00, which was seconded by Ald. Repino and passed unanimously.
- c. Discuss and/or possible action regarding public transportation options for citizens. Ald. Coffindaffer stated he looked into what it would cost the city to purchase transportation vehicles and additional employees to work the service and suggested the city go back to VIA to discuss reinstating the VIA Link service that was terminated. Mayor Martinez stated he would call VIA.
12. **Adjourn.** Ald. Fillinger made a motion to adjourn at 7:51 p.m., which was seconded by Ald. Martinez.

**PASSED AND APPROVED ON THIS 23RD DAY OF MARCH 2023.**

  
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Michael Martinez, Mayor

ATTEST:

  
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Katherine Yelton, City Secretary