

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING AND PUBLIC HEARING MINUTES
March 9, 2023 at 6:30 p.m.

1. **Call to order and quorum call.** Mayor Martinez called the meeting to order at 6:32 p.m. In attendance were Mayor Pro Tem Alvarado, Alderwoman Martinez, Aldermen Coffindaffer, Repino, and Fillinger, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton.
2. **Pledge of Allegiance.** Led by Mayor Martinez
3. **Citizens to be heard.** No citizens signed up to speak.
4. **Mayor & Administrator Announcements/Updates.** Mayor Martinez had no updates or announcements.
5. **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 February 23, 2023 Regular City Council meeting.
Pulled by Mayor Martinez as the minutes were not ready for review.
6. **Financial Report.** City Secretary Katherine Yelton presented the financial report for February 2023. Ald. Repino made a motion to accept the financial report, as presented, which was seconded by Ald. Martinez and passed unanimously.
7. **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 presented his monthly report for February 2023.
 - c. Executive Session to deliberate the appointment, compensation, hours, duties, benefits, and start date for position of Police Officer pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551-074 (Personnel Matters) Pulled by Mayor Martinez.
 - d. Discuss and/or possible action on the appointment, compensation, hours, duties, benefits, and start date for position of Police Officer. Pulled by Mayor Martinez.
 - e. Administer Oath of Office to Police Officer. Not needed.
8. **Animal Control**
 - a. Discuss and/or possible action on setting official policies regarding animal control. Ald. Fillinger stated the City has no written policy on animal control and feels Council needs to consider and address policies such as length of stay in the facility, that a dog in our possession should not be adopted out without being microchipped, and the existing policy on spay/neuter needs to be enforced. Council needs to look at the adoption policy and having an official contract that addresses our policies when a dog is adopted.
Ald. Coffindaffer said he would begin working on a policy in the next two weeks and bring it back to Council. Ald. Fillinger suggested Ald. Coffindaffer contact resident Mrs. CJ Walker, who was once on Council, served as chair of the volunteer advisory committee, as well as a resident volunteer on said committee.
Ald. Coffindaffer voiced his concern about the need for breeders to register with the City. Mayor Martinez agreed that the City needs a breeder policy.

Mayor Martinez asked the City Secretary to share Animal Control ordinances, policies, forms, etc. with Council for their review and asked that the item be placed on the next meeting agenda to discuss.

This agenda item was opened back up at 7:16 p.m. to discuss euthanasia and the need for a facility. Ald. Coffindaffer stated there is a City employee who is already certified in euthanasia and would like that employee's supervisor to discuss the possibility of the City using said person for euthanasia needs and keeping their certification current.

9. Parks & Recreation

- a. Updates and Announcements from Park Advisory Committee Chair Alderman Repino with possible discussion and/or action. Ald. Repino stated the last meeting was held on the patio outside City Hall and that the next meeting will be April 4, 2023. Mayor Martinez asked Ald. Coffindaffer for an update regarding the Car Show. Ald. Coffindaffer stated he was supposed to receive a call back from the promoters three days ago, but they didn't call, so he was able to get ahold of them today. He is to receive paperwork tomorrow concerning expenses, a list of "have to", a list of "maybe", and they are concerned about sanitation. Ald. Coffindaffer said some progress is being made. He stated the dates are June 17-18, open registration is to begin at 8:00 a.m. through 12:00 p.m. and the car show should open at 10:00 a.m. J&S Smokehouse is interested in being involved as a sponsor and he received an email from someone else with the same interest.

10. Public Works

- a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. PWD Schmitt was not in attendance due to no updates at this time.

11. Administration – Old Business

- a. Discuss and/or possible action on procedures for filling the open position of Animal Control Officer. Ald. Coffindaffer made a motion to post a part-time to eventual full-time position on TML, Monster, Indeed, TWC until the position is filled and every other week in the Wilson County News. This was seconded by Ald. Repino and passed unanimously.

12. Administration – New Business

- a. Public Hearing and discuss and/or possible action on a request for approval of a replat establishing Waterwood Unit 13 at Starbuck being a total of 2.514 acres in the city consisting of Lots 3, 4, and 5, Block 53, County Block 4132A of the Waterwood Unit 11 subdivision recorded in Volume 9517, Page 225 of the Deed and Plat Records of Bexar County establishing Lot 8, Block 53, County Block 4132A. Mayor Martinez opened the Public Hearing at 7:24 p.m. No one had signed up to speak, so Mayor Martinez closed the Public Hearing at 7:25 p.m. Ald. Fillinger made a motion to approve the replat, which was seconded by Ald. Repino and passed unanimously.

13. **Adjourn.** Ald. Repino made a motion to adjourn at 7:36 p.m.

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



Michael Martinez, Mayor

ATTEST:



Katherine Yelton, City Secretary