

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING MINUTES**  
**June 22, 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 Fillinger, Repino, and Coffindaffer, 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 announced the turn-out at the car show was a success. He looks forward to future versions of it. He also gave an opportunity to the Parks Committee chair, Alderman Repino, and the owner of the event, Terry Coffindaffer, to speak about the event. Ald. Coffindaffer said there were about twenty cars on show, and, at any given time, there were about forty people at the show until around 1:00 p.m. when things started winding down. Ald. Coffindaffer said the people he had spoken with said they want to do the car show again, as well as the vendors. He also said he hopes this turns into an annual event. Ald. Repino, chair of the Parks Committee, stated there were a lot of cars out in the park and the committee members were happy with the outcome.
5. **Consent Agenda**
  - a. Approve minutes from the June 8, 2023 Regular City Council meeting.
  - b. Approve Project No. 2022-072-03 Invoice No. 5 from 6S Engineering not to exceed \$80.00.
  - c. Approve Project No. 2022-072-02 Invoice No. 14 from 6S Engineering not to exceed \$895.80.Ald. Fillinger made a motion to approve the consent agenda items, as presented, which was seconded by Ald. Repino and passed unanimously.

Mayor Martinez then moved to agenda item 10a.
10. **Administration – New Business**
  - a. Receive presentation from City’s auditing firm on audit and findings for Fiscal Year beginning October 1, 2021 and ending September 30, 2022 and possible discussion and/or action. Phil Vaughan, CPA with Armstrong, Vaughan & Associates, P.C. presented the audit findings for the fiscal year of 2021/2022, which can be located at <https://cityofsandyoaks.com/wp-content/uploads/2023/07/Sandy-Oaks-2022-Financial-Report.pdf>. Ald. Fillinger made a motion to accept the audit report, with changes that reference Marshal or Marshal’s Office to Chief or Police Department. This was seconded by Ald. Repino and passed unanimously.
6. **Police Department**
  - a. Updates and Announcements from Chief Lopez with possible discussion and/or action. Chief Lopez stated the position of Animal Control Officer has been posted for a while. An individual has been interviewed by a panel and the consideration for hiring will be placed on the next meeting’s agenda.
  - b. Presentation of monthly report by Chief Lopez with possible discussion and/or action. Chief Lopez presented his monthly report for May 2023.
7. **Parks & Recreation**
  - a. Update and Announcements from Park Advisory Committee Chair Alderman Repino with possible discussion and/or action. Ald. Repino reiterated what Ald. Coffindaffer said regarding the car show and that the next meeting will be held on July 11 since the first Tuesday of July is the 4<sup>th</sup>.

**8. Public Works**

- a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. PWD Schmitt stated she is still working on finding a horse trailer and that her department has stocked up on bee and wasp spray and taken care of nests that they have come across.

**9. Administration – Old Business**

- a. Discuss and/or possible action on setting official policies regarding animal control. Ald. Repino made a motion to adopt the policy, as presented with spelling mistakes corrected, which was seconded by Ald. Martinez and passed unanimously.

**10. Administration – New Business**

- b. Discuss and/or possible action on Invoice No. 2000079191 from Texas Materials not to exceed \$852,165.00. Ald. Coffindaffer made a motion to approve the payment of \$852,165.00 with \$189,116.22 coming from ARPA funds to cover the amount the Bond account will not cover.
- c. Discuss and/or possible action on the appointment/reappointment of Commissioners to the Planning and Zoning Commission. Ald. Repino made a motion to reappoint Melissa Hadley in Place 1 and remain as the chair and reappoint Doug Tomasini in Place 3 for a two-year term. This was seconded by Ald. Martinez and passed unanimously. Mayor Martinez recommended Monica Madero. Ald. Fillinger made a motion to appoint Ms. Madero on the commission in Place 5 for a two-year term. This was seconded by Ald. Coffindaffer and passed unanimously.
- d. Discuss and/or possible action on a work order from the City Engineer related to recommendations on the City’s plat application and approval process in compliance with House Bill 3699. No work order had been received in time for the meeting, so Mayor Martinez postponed this item until the next regular meeting.
- e. Discuss and/or possible action on Invoice No. 23-0615 from Nomad Network LLC for annual webmaster services not to exceed \$480.00. Ald. Coffindaffer made a motion to approve the payment of the invoice, which was seconded by MPT Alvarado and passed unanimously.

**11. Adjourn.** MPT Alvarado made a motion to adjourn at 7:42 p.m.

**PASSED AND APPROVED ON THIS 27TH DAY OF JULY 2023.**

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Michael Martinez, Mayor

ATTEST:

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Katherine Yelton, City Secretary