

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS  
REGULAR MEETING AND PUBLIC HEARING MINUTES  
September 28, 2023 at 6:30 p.m.**

1. **Call to order and quorum call.** Mayor Martinez called the meeting to order at 6:35 p.m. In attendance were Mayor Pro Tem Alvarado, Alderwoman Martinez, Aldermen Repino and Fillinger, City Attorney Casandra Ortiz, and City Secretary Katherine Yelton. Alderman Coffindaffer was absent.
2. **Pledge of Allegiance.** Led by Mayor Martinez
3. **Citizens to be heard.** Mr. David Tremblay signed up to speak on agenda item 8a and asked about the design for water runoff as the natural flow already goes to the back of his property. Mayor Martinez chose to bring this agenda item forward for the City Engineer, Jess Swaim, to address.
8. **Administrative-New Business**
  - a. Discuss and/or possible action on the award of the construction contract for the City Hall parking lot project, and related matters. Mr. Swaim began by clarifying that the plans had already been approved, and the bidding process completed. The reason for his attendance today was to make a recommendation on to whom to award the contract. Regarding Mr. Tremblay’s drainage concern, Mr. Swaim stated the flow path had not changed; however, the plans include the installation of a rock filter dam, which will slow down the flow before it gets to Mr. Tremblay’s property. Mr. Swaim then stated that there were ten bids received. The apparent lowest bid was provided by 9 Division, Inc., but they did not submit a complete bid as the financial statement and addendum were missing. The second lowest bidder was Westar Construction, Inc with a bid of \$165,895.00. Mr. Swaim’s recommendation was to award the contract to Westar Construction, Inc. Ald. Fillinger made a motion to approve the contract with Westar Construction with a not-to-exceed amount of \$166,000.00 to be taken from ARPA funds. This motion was seconded by Ald. Repino and passed unanimously.  
Mayor Martinez then returned back to agenda item 4.
4. **Mayor & Administrator Announcements/Updates** Mayor Martinez stated that National Night Out will be held on Tuesday, October 3, from 6:00 p.m. to 9:00 p.m. at the Shoppes at Sandy Oaks. He then proceeded to read the below proclamations.
  - a. **Proclamation** of the Mayor recognizing Hispanic Heritage Month in the city.
  - b. **Proclamation** of the Mayor recognizing World Teachers Day in the city.
  - c. **Proclamation** of the Mayor recognizing National Night Out 2023 in the city.
5. **Administration – Old Business**
  - a. Discuss and/or possible action on a work order from the City Engineer related to recommendation on the City’s plat application and approval process in compliance with House Bill 3699. This item was pulled indefinitely by Mayor Martinez as he’s still working with the city engineer.
  - b. Discuss and/or possible action **by record vote** on Ordinance No. 2023-224 Adopting the 2023-2024 Fiscal Year Budget for the City of Sandy Oaks. A proposed budget was presented to Council during the September 14, 2023 meeting. By unanimous decision, Council delayed the adoption of the budget until this meeting. Mayor Martinez stated that, after having worked with Ms. Yelton, he amended the proposed budget, which was presented to Council this evening. The following amendments were made:

<b>Motion</b>	<b>Made by</b>	<b>Seconded by</b>	<b>Passed</b>
Reduce carryover funds from \$130,000.00 to \$75,000.00	Fillinger	Repino	Unanimously
Reduce Community Programs from \$4,000.00 to \$1,000.00	Repino	Martinez	Unanimously
Reduce Conference, Convention, Meeting from \$1,000.00 to \$500.00	Alvarado	Martinez	Unanimously
Reduce travel from \$1,000.00 to \$500.00	Alvarado	Repino	Unanimously
Increase City Clerk Salary from \$50,000.00 to \$52,000.00	Fillinger	Repino	Unanimously



Reduce Legal Fees from \$50,000.00 to \$45,000.00	Repino	Martinez	Unanimously
Strike Outside Contract Services from budget	Fillinger	Repino	Unanimously
Reduce OCA fees from \$82,000.00 to \$75,000.00	Alvarado	Martinez	Unanimously
Combine G&A Vehicle Fuel and Maintenance as one line item	Fillinger	Repino	Unanimously
Increase Newspaper Publishing from \$1,000.00 to \$1,500.00	Alvarado	Martinez	Unanimously
Reduce ER TMRS from \$20,000.00 to \$15,000.00	Fillinger	Repino	Unanimously
Increase Veterinarian Services from \$4,000.00 to \$7,000.00	Repino	Martinez	By majority with Ald Fillinger opposed.
Reduce Street Signs from \$5,000.00 to \$3,000.00	Alvarado	Fillinger	Unanimously
Correct the error in Total Reserve Funding to reflect \$7,996.05	Fillinger	Repino	Unanimously
Under Reserve Funding, add line items Statutorily Required Public Notice-Required Posting and -Lobbying	Fillinger	Repino	Unanimously
Budget \$1,500.00 to Statutorily Required Public Notice-Required Posting	Fillinger	Alvarado	By majority with Ald Repino opposed
Reflect -\$30,164.56 as the Total Net Income	Fillinger	Alvarado	Unanimously

A record vote was taken to adopt Ordinance 2023-224 with a motion by Ald. Fillinger and a second by Ald. Repino. In favor were MPT Alvarado and Ald. Martinez with Ald. Coffindaffer being absent.

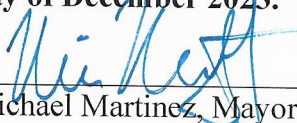
- c. Discuss and/or possible action on Ordinance 2023-225 Ratifying the Property Tax Increase Reflected in the 2023-2024 Fiscal Year Budget. Ald. Repino made a motion to adopt the ordinance by stating, "Having adopted the Fiscal Year 2023-2024 Budget that will require raising more revenue from property taxes than in the previous year, I move to adopt an ordinance ratifying the property tax increase reflected in the Fiscal Year 2023-2024 Budget, which is the amount of \$65,392.41 or 13 percent, and of that amount \$25,618.06 is tax revenue to be raised from new property tax added to the tax roll this year as reflected in the 2023-2024 Fiscal Year Budget adopted on September 28, 2023" and correct the date showing in Section 2 of the draft ordinance from September 14, 2023 to September 28, 2023. This motion was seconded by Ald. Martinez and passed unanimously.
6. **Public Hearing** to consider the proposed 2023 tax rate to support the Budget for Fiscal Year 2023-2024. This time is provided for citizens to address the Mayor and Council on the proposed 2023 tax rate to support the 2023-2024 Fiscal Year budget, which proposed rate is not to exceed \$0.243303 on each \$100 valuation of property. Mayor Martinez opened the public hearing at 7:42 p.m. Mr. David Tremblay thanked Council for keeping expenses down and not raising taxes and Mr. John Crickmer thanked Council for how the ARPA funds were used to help city residents. Mayor Martinez closed the public hearing at 7:43 p.m.
- a. Discuss and/or possible action **by record vote** on Ordinance 2023-226 adopting the levying Ad Valorem Taxes for the use and support of the municipal government for the City of Sandy Oaks, Texas for the Fiscal Year beginning October 1, 2023 and ending September 30, 2024 not to exceed \$0.243303 on each \$100 valuation of property; providing for apportioning each levy for specific purposes; providing when taxes shall become due and when same shall be delinquent if not paid; providing for a severability clause, and providing for an effective date. This item required three different motions. MPT Alvarado made the first motion by stating, "I move the City Council approve an ordinance adopting a tax rate of \$0.214278 on each \$100 valuation of property be used for the maintenance and support of the general government of the City of Sandy Oaks for the 2023-2024 Fiscal Year, upon all property, real, personal, and mixed, within the corporate limits of said City subject to taxation and such tax rate be adopted by ordinance." This was seconded by Ald. Repino and passed by a record vote 4 to 0 with Ald. Coffindaffer being absent. MPT Alvarado then made the next motion by stating, "I move the City Council approve an ordinance adopting a tax of \$0.029025 on each \$100 valuation of property to be used for the interest and sinking fund and that such tax rate be adopted by ordinance." This was seconded by Ald. Fillinger and passed by a record vote 4 to 0 with Ald. Coffindaffer being absent. Continuing with the third motion, also by MPT Alvarado stating "I move that the property tax rate be increased by the adoption of a tax rate of \$0.243303 on each \$100 valuation of property, which is effectively a 4.51% increase in the tax rate



and such rate be adopted by ordinance no. 2023-226.” This was seconded by Ald. Martinez and passed by a record vote 4 to 0 with Ald. Coffindaffer being absent.

7. **Consent Agenda** This item was pulled as the minutes were not ready for review.
  - a. Approve minutes from the September 14, 2023 Regular City Council meeting and Public Hearing.
8. **Administration – New Business**
  - b. Discuss and/or possible action on the amendment or abolishment of Ordinance No. 2019-143 regulating garage sales within the city, and related matters. After some discussion, it was decided by Mayor Martinez to postpone this item until the next meeting and have the city secretary email the current ordinance to Council.
  - c. Discuss and/or possible action on Resolution No. 2023-184 Declaring Certain Property, including a city motor vehicle, as Surplus and Authorizing the Mayor, or Designee, to Execute Sale or Disposal of Said Property, and related matters. Ald. Repino made a motion to adopt the resolution, which allowed for the trade in of the Ford Expedition. This motion was seconded by MPT Alvarado and passed unanimously.
  - d. Discuss and/or possible action on Resolution No. 2023-185 regarding use or donation of Opioid Abatement Funds. This item was postponed until an undesignated date to allow time for the city attorney to speak with county officials.
9. **Police Department**
  - a. Updates and Announcements from Chief Lopez with possible discussion and/or action. Chief Lopez gave kudos to Officer Maldonado for being a first responder at East Central school for a possible shooting.
  - b. Discuss and/or possible action on quote(s) received for the purchase of a new police vehicle, and related matters. Ald. Repino made a motion to approve the purchase at a cost not to exceed \$46,500.00, which was seconded by Ald. Martinez and passed unanimously.
10. **Parks & Recreation**
  - a. Update and Announcements from Park Advisory Committee Chair Alderman Repino with possible discussion and/or action. Ald. Repino announced that the storage shed for the community center has arrived and the next meeting will be on November 7 in the community center since that day is Election Day and City Hall will be used as a voting site.
11. **Public Works**
  - a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. Director Schmitt had no updates or announcements.
  - b. Discuss and/or possible action on quote(s) received for the purchase of a Ford F250, and related matters. Director Schmitt explained that this item came back on the agenda because the previous motion included the dealership’s name and they had already sold the vehicle. Ald. Fillinger made a motion to approve the cost in an amount not to exceed \$49,999.99 from ARPA funds, which was seconded by Ald. Repino and passed unanimously.
12. **Adjourn.** Ald. Fillinger made a motion to adjourn at 8:16 p.m.

**Passed and approved this 14th day of December 2023.**

  
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Michael Martinez, Mayor

ATTEST:

  
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Katherine Yelton, City Secretary