

Michael Martinez, Jr.
Mayor
Grace Alvarado
Mayor Pro Tem
Alderwoman Place 4
Charles Fillinger
Alderman Place 1
Terry Coffindaffer
Alderman Place 2



Thomas Repino
Alderman Place 3
Debbie Martinez
Alderwoman Place 5
Casandra Ortiz
City Attorney
Katherine Yelton
City Secretary

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING AGENDA
March 28, 2024 at 6:30 p.m.

Notice is hereby given that a Regular Meeting of the City Council of the City of Sandy Oaks, Texas will be held on Thursday, March 28, 2024 at 6:30 p.m. at City Hall, 22870 Priest Road, Sandy Oaks, Texas where a quorum of the City Council will be present. All agenda items are subject to action.

Join the meeting at <https://us02web.zoom.us/j/6717793635> and enter Meeting ID 671 779 3635.

The public will be permitted to offer public comments as provided by the agenda and as permitted by the presiding officer during the meeting by signing up with the City Secretary in person at least 15 minutes in advance of the meeting or by emailing or calling the City Secretary at cityclerk@cityofsandyoaks.com or (210) 607-0834 at least two (2) hours in advance of the meeting. Written comments received at least two (2) hours in advance of the meeting will be provided to City Council for consideration.

1. **Call to order and quorum call.**
2. **Pledge of Allegiance.**
3. **Citizens to be heard. Persons wishing to speak may sign up with the City Secretary in the time and manner as indicated above.** This time is provided for citizens to address the City Council on issues and concerns related to the City of Sandy Oaks. Please note that the Texas Open Meetings Act prohibits the City Council from responding, commenting, or discussing items or topics during this portion of the meeting that are not included on the agenda. The City Council appreciates hearing from the citizens and your thoughts and questions are valued; however, civility and a sense of decorum will be strictly followed. All speakers must address their comments to the City Council. Speakers shall refrain from public criticism of members of the City Council that is prohibited by law. This item will be open for up to 30 minutes, with 3 minutes to each speaker. One (1) person may speak on behalf of a group. Up to three (3) people may register on behalf of the group in order for the spokesperson to be allotted up to nine (9) minutes to speak. If there are more than ten (10) speakers, each will be given two (2) minutes or six (6) minutes for a group spokesperson.
4. **Mayor & Administrator Announcements/Updates.**
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 March 14, 2024 Regular City Council meeting.
6. **Parks and Recreation**
 - a. Discuss and/or possible action on a park improvement project including the addition of a playground and removal of the existing playground. (Mayor Martinez)
 - b. Discuss and/or possible action on quote received to tie down and skirt the Community Center storage building. (Repino/Fillinger)

7. Animal Control

- a. Executive session to deliberate the appointment, employment, or duties of Deputy Animal Control Officer and conduct candidate interviews pursuant to Texas Government Code section 551.074, Personnel Matters. (Mayor Martinez)
- b. Discuss and/or possible action on the appointment, employment, duties, and related matters of employee for Animal Control. (Mayor Martinez)
- c. Discuss and/or possible action on action on a Memorandum of Understanding with DragonFly Veterinarian services to provide low cost Spay/Neuter options. (Mayor Martinez)

8. Administration – New Business

- a. Discuss and/or possible action on Resolution number 2024 - ____ appointing Delma Doyal as City Secretary, providing a severability clause and providing for an effective date. (Mayor Martinez)
- b. Discuss and/or possible action on revising the City’s Paid Time Off Policy to include regulations on the usage of Paid Time Off. (Mayor Martinez)
- c. Discuss and/or possible action on the modification of the construction contract for the City Hall parking lot project. (Mayor Martinez)
- d. Discuss and/or possible action on Resolution No. 2024-____ Amending Cash/Asset Policy. (Mayor Martinez)
- e. Discuss and/or possible action on increasing the City Tax Rate during the adoption of budget and tax rate process for the 2024-2025 fiscal year. (Mayor Martinez)
- f. Executive session to deliberate the grievances submitted by Court Clerk/Interim City Secretary Katherine Yelton pursuant to Texas Government Code section 551.074, Personnel Matters. (Mayor Martinez)
- g. Discuss and/or possible action on grievances submitted by Court Clerk/Interim City Secretary Katherine Yelton. (Mayor Martinez)

9. Adjourn

NOTE:

Enumerated agenda items are assigned numbers for ease of reference only and will not necessarily be considered by Council in that order.

EXECUTIVE SESSION (Discussion only – closed to the Public) The Council may close the meeting at any time and hold an Executive Session pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.071 (Consultations with Attorney--on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly requires discussion in closed session), Section 551.072 (Deliberations about Real Property), Section 551.074 (Personnel Matters) or any other authorized provision of Chapter 551 on any of the above items. The Open Meetings Act permits a governing body to consult with its attorney privately in executive session by telephone conference call, video conference call, or communications over the Internet. Tex. Gov’t Code 551.129(a).

I certify that the above notice of a regular meeting was posted at City Hall on or before the 25th day of March 2024 by 6:30 P.M. and notice remained posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with the Texas Open Meetings Act.

Katherine Yelton, Interim City Secretary