

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS

REGULAR MEETING MINUTES

April 11, 2024, 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, Aldermen Repino, Fillinger, City Attorney Casandra Ortiz, Court Clerk/Interim City Secretary, Katherine Yelton and City Secretary Delma Doyal. Alderman Coffindaffer attended at 7:55. Alderman Place 5 was vacant at this time.
2. **Pledge of Allegiance.** Led by Mayor Martinez
3. **Citizens to be heard.** Court Clerk Katherine Yelton spoke regarding Ethics Ordinance. Bexar County Commissioner Rebeca Clay-Flores Precinct 1 spoke regarding Animal Care Facility, annual Fiesta Food Metal Drive, Earth Day and then our 10th Year Anniversary which needs to be celebrated, also she is up for re-election on May 20th and is also continuing to advocate for City of Sandy Oaks. David Tremblay announced he would like to fill in for Alderman Debbie Martinez.
4. **Mayor & Administrator Announcements/Updates.** Proclamations that mark the 10 Year Anniversary of City of Sandy Oaks. Also mentioned that unfortunately the resignation of Officer Maldonado effective April 10, 2024, Mayor Martinez thanking Officer Maldonado for his services and wishes him well, also the resignation of Alderman Debbie Martinez and again, Mayor Martinez, thanking Alderman Martinez for her services. Parking lot paving is scheduled on April 17, closing that project out, but stripping will come later. Lastly, it is Viva Fiesta, which runs from April 18 to April 28. Mayor Martinez wishing everybody a safe Fiesta and stating to please call an uber if needed.
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. Alderman Fillinger made a motion to approve the Consent Agenda, as presented, which was seconded by Alderman Repino, and passed unanimously.
6. **Financial Report** – The income and expenses for March 2024 will be reported by City Secretary Delma with possible discussion and/or action. Financial report was presented on behalf of City Secretary Delma Doyal by former City Secretary Katherine Yelton. Statement made by Alderman Fillinger, the ARPA Fund must be committed by the end of this year (12/2024), we have the paving project and no other pending project, what do we want to do with this money has to be decided. Alderman Repino made a motion to accept the financial report and was seconded by Alderman Alvarado as presented and passed unanimously.
7. **Police Department**
 - a. Updates and Announcements from Chief Lopez with possible discussion and/or action. (Mayor Martinez) Chief Lopez has no updates currently at this time.
 - b. Presentation of monthly report by Chief Lopez with possible discussion and/or action. (Mayor Martinez) Chief Lopez will update at next Council meeting set for April 25th, 2024.
8. **Animal Control**
 - a. Presentation of monthly report by ACO Cunningham with possible discussion and/or action. (Mayor Martinez) ACO Cunningham updated for the month of March on warnings, citations, referrals, violations. Assistance of spay and neuter with DragonFly, also possible relations of spay and neuter with Brussel Pet Foundation for possible grant to offset the cost of the facility

and what's the next step, meeting is set for April 13. ACO Cunningham has a meeting with Rescue A Death Row Doggie, which they are also helping find placements for our dogs.

9. Parks & Recreation

- a. Updates and Announcements from Park Advisory Committee Chair Repino with possible discussion and/or action. (Mayor Martinez) Alderman Repino stated there is a meeting of the Park Advisory Committee set for May 2, at 5:30.

10. Public Works

- a. Updates and Announcement from Public Works Director Schmitt with possible discussion and/or action. (Mayor Martinez) Public Works Director Schmitt stated no announcements.

Moved to Agenda Item 12a at this time.

11. Administration – Old Business

- a. 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). Alderman Fillinger motioned to revert the PTO Policy to Unpaid time off be accepted and second by Alvarado and passed unanimously.
- b. Discuss and/or possible action on Resolution No. 2024-194 Amending Cash/Asset Policy. (Mayor Martinez). Alderman Alvarado motion to amend the Resolution No. 2024-194 to start from the amount of \$50.00 to \$300 and second by Alderman Repino. Alderman Alvarado made a motion to adopt the Resolution 2024-194 as amended and seconded by Repino and passed unanimously.

12. Administration – New Business


- a. Discuss and possible action on procedures for filling the position of Alderman Place 5 and/or a resolution to fill the position of Alderman Place 5 (unexpired term) by appointment until the next regular municipal election or by special election and administer oath of office to Alderman Place 5, if necessary. (Mayor Martinez) Mayor Martinez stated we have 2 candidates interested in Alderman Place 5. Candidate 1, David Tremblay and Candidate 2, Monica Madero. Alderman Fillinger made a motion that they fill the position by way of appointment, and was seconded by Alderman Repino, and passed unanimously. Alderman Alvarado then made a motion to allow both candidates to speak and answer questions, and seconded by Alderman Fillinger. Also Alderman Fillinger made a motion to amended the motion to allow the Council to ask questions to the candidate for Alderman Place 5, which was seconded by Repino and passed unanimously. After minutes of discussion a motion was made from Alderman Fillinger to appoint David Tremblay to the Council seat Alderman Place 5 and seconded by Alderman Repino and passed unanimously. David Tremblay was sworn in by Mayor Martinez as Alderman Place 5 with the City of Sandy Oaks.
- b. Executive session to deliberate the appointment, employment, duties, and related matters of employee for Public Works Department pursuant to Texas Government Code section 551.074, Personnel Matters. (Mayor Martinez)
- c. Executive session to deliberate the appointment, employment, duties, discipline, or dismissal of Police Department Chief Felipe Lopez pursuant to Texas Government Code section 551.074, Personnel Matters. (Mayor Martinez)

Mayor Martinez called for an executive session for Items 12(a-b) at 7:15 p.m.
Mayor Martinez called the meeting back in session at 7:46 p.m.

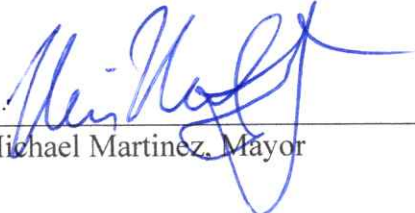
- d. Discuss and/or possible action on the appointment, employment, duties, and related matters of employee for Public Works Department. (Mayor Martinez) Alderman Alvarado made a motion to accept application from Jacob Canales at \$15.00 an hour, as a full time with a ninety-day probation, and start date of April 15, 2024, motion accepted and seconded by Alderman Repino and passed unanimously.
 - e. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Police Department Chief Felipe Lopez. (Mayor Martinez) After serious deliberation the action has been moved to the Mayor on this agenda item.
 - f. Discuss and/or possible action on Ordinance 2024-237 A mending Ordinance No. 2017-74 Establishing an Identity Theft Prevention Program. (Fillinger/Alvarado) April 11, 2024, City Council Agenda - Page 3 Item is not ready for discussion and is postponed to the next Council meeting set for April 25th.
 - g. Discuss and/or possible action on renewing the contract with iWorQ Systems. (Mayor Martinez) Alderman Fillinger motioned to not renew community iWorQ Systems and second by Repino, and passed unanimously.
9. **Adjourn.** Ald. Fillinger made a motion to adjourn at 8:11 p.m.

Passed and approved this 9th day of May 2024.

ATTEST:



Delma Doyal, City Secretary



Michael Martinez, Mayor