CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING MINUTES
March 28, 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, and Coffindaffer, City Attorney Casandra Ortiz, and Interim City Secretary Katherine Yelton. Absent was Alderwoman Martinez.

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 that Alderwoman Debbie Martinez stepped down from her position as Alderwoman Place 5 and the City will be seeking a replacement for her. Mayor Martinez thanked Ald. Martinez for her service to the City.

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.
   MPT Alvarado made a motion to approve the Consent Agenda, as presented, which was seconded by Ald. Fillinger and passed unanimously.

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 mentioned that CDBG reached out to say it is grant season and for him to think of projects he would like complete. One time he thought of was the park and adding an additional playground. He is waiting on a couple of quotes and will then complete the paperwork to apply for a grant but will probably apply for a $300,000.00 grant.

   b. Discuss and/or possible action on quote received to tie down and skirt the Community Center storage building. Ald. Repino made a motion to approve the quote not to exceed $1,400.00 to be taken from the Park budget. This was seconded by Ald. Fillinger and passed unanimously.

   Mayor Martinez then moved to item 7c.

7. **Animal Control**
   c. Discuss and/or possible action on action on a Memorandum of Understanding with DragonFly Veterinarian services to provide low cost Spay/Neuter options. DragonFly would like to partner with the City to provide low-cost neuter/spay options. Ald. Coffindaffer made a motion to enter the agreement, which was seconded by Ald. Repino and passed unanimously.

   Mayor Martinez then moved to item 8a.

8. **Administration – New Business**
   a. Discuss and/or possible action on Resolution number 2024-193 appointing Delma Doyal as City Secretary, providing a severability clause and providing for an effective date. Ald. Repino made a motion to adopt the resolution, as presented, which was seconded by MPT Alvarado and passed unanimously.

   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. MPT Alvarado requested this item be postponed until the next regular meeting.

c. Discuss and/or possible action on the modification of the construction contract for the City Hall parking lot project. The modification to the contract was to remove the current paved parking lot to make it look more uniform with the new lot for an additional cost of $7,560.00. Ald. Repino made a motion to not approve the modification, which was seconded by Ald. Coffindaffer and passed unanimously.

d. Discuss and/or possible action on Resolution No. 2024- Amending Cash/Asset Policy. Ald. Coffindaffer asked that this item be postponed until the next regular meeting as supporting documents were not provided to the city secretary for dissemination.

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. After some discussion, it was decided to bring this topic before the citizens in the form of a Town Hall meeting, which is scheduled for April 25, 2024 regular meeting.

Mayor Martinez called for a ten-minute recess and an Executive Session at 7:48 p.m. to discuss item 7a. Interim City Secretary, Katherine Yelton, requested agenda item 8f be pulled from Executive Session and discussed in public.

Mayor Martinez called the meeting back in order at 8:09 p.m.

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.
   b. Discuss and/or possible action on the appointment, employment, duties, and related matters of employee for Animal Control. Ald. Coffindaffer made a motion to hire Rene Salinas at $15.00 an hour, part-time at thirty hours a week, ninety-day probation, and start date of April 2, 2024. This motion was seconded by Ald. Repino and passed unanimously.
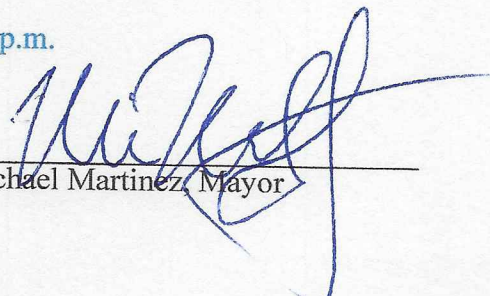
8. **Administration – New Business**
   a. Executive session to deliberate the grievances submitted by Court Clerk/Interim City Secretary Katherine Yelton pursuant to Texas Government Code section 551.074, Personnel Matters. Interim City Secretary, Katherine Yelton, requested agenda item 8f be pulled from Executive Session and discussed in public.
   b. Discuss and/or possible action on grievances submitted by Court Clerk/Interim City Secretary Katherine Yelton. After some discussion, Ald. Repino made a motion to approve the grievance and remove the write-up titled Insubordination from Ms. Yelton's file. This was seconded by Ald. Repino. In favor was Ald. Fillinger. MPT Alvarado opposed. Motion passed by the majority. After further discussion regarding the write-up titled Unauthorized Absence Without Prior Approval, Ald. Coffindaffer made a motion to deny Mr. Yelton's grievance, which was seconded by Ald. Repino. In favor was MPT Alvarado. Ald. Fillinger opposed. Motion passed by the majority.

9. **Adjourn.** Ald. Fillinger made a motion to adjourn at 8:38 p.m.

Passed and approved this 11th day of April 2024.

Michael Martinez, Mayor

ATTEST:

Delma Doyal, City Secretary