

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING MINUTES**  
**August 8, 2024, 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, Alderman Fillinger, Alderman, Coffindaffer, Alderman Repino, Alderman Tremblay, City Attorney Casandra Ortiz and City Secretary Delma Doyal
2. **Pledge of Allegiance.** Led by Mayor Martinez
3. **Citizens to be heard.** No citizens signed up to be heard.
4. **Public Hearing on the 2024-2025 Fiscal Year Budget.**
  - a. Conduct a public hearing on the 2024-2025 Fiscal Year Budget. This time is provided for citizens to address the Mayor and Council on the proposed budget. Please limit your time to a period not to exceed three (3) minutes. This budget will raise more total property taxes than last year's budget by \$284,165.59, which is a 50% increase from last year's budget, and of that amount, \$12,082.68 is tax revenue to be raised from new property added to the tax roll this year. Mayor announced the time is now 6:36 p.m., we are in a public hearing.

No citizens had any comments on the proposed budget.

Mayor going over the 2024-2025 proposed annual budget.

Items	Budget 2023-2024	Proposed Amount for 2024-2025
Page 1 - Utilities – a bit under budget	\$35,000	Increasing to \$40,000 - \$45,000
Page 2 - City Administrator	\$105,000	\$105,000
Parks and Recreation (Park's Employee) – Part Time	No budget	\$ in discussion
Employee Health Care	\$75,000	Mayor w/discuss with Katherine Yelton
Municipal Building - Park/Community Center	\$14,000 decreasing by \$5,000 for Code Enforcement	\$9,000
Code Enforcement Abatement Expense	\$5,000	\$10,000 increased by \$5,00 from Municipal Building – Park/Community Center

Alderman Tremblay mentioned that there was no line item for Summer Intern on the proposed budget. Mayor mentioned there is room to add or subtract if we need to.

Alderman Fillinger – moved to increase Code Enforcement Abatement Expenses – Page 3 of the Proposed Budget, to cover the abatement procedures, the amount increased should be about \$14,000, to \$15,000, to start abatement procedures, which would include the building inspector. Alderman Fillinger asked if these changes would be made on a timely manner, if

postponed for next council meeting. City Attorney, Ms. Ortiz, stated all changes would have to be made by a motion adopting the proposed budget tonight or on the next meeting set for August 19<sup>th</sup>.

The mayor proposed the following to increase the utilities and electricity:

For the Utilities to be increased to the \$45,000, would be taken from the following:

\$2,000 from Animal Control containment

\$2,000 from Animal Control equipment and supplies

\$2,000 from Police equipment and supplies

\$2,000 from Police fuel

\$2,000 from Police salaries

Motion needed to add \$10,000 to the utilities. Motion moved by Alderman Fillinger, second by Alderman Repino taken from the above highlighted amounts to increase it to \$45,000, passed unanimously.

City Deputy Clerk internship line item, Motion moved by Alderman Repino, second by Alderman Fillinger reducing the municipal building city hall line item by \$3,000, moved to the City Deputy Clerk internship line item, passed unanimously.

Code Enforcement Abatement, Motion made by Alderman Fillinger to reduce the Municipal Building -Park/Community Center Fund from \$14,000 to \$9,000, increasing the Code Enforcement Abatement Expense Fund to \$10,000, second by Alderman Tremblay, passed unanimously.

- b. Discuss and/or possible action by record vote on an Ordinance Adopting the 2024-2025 Fiscal Year Budget for the City of Sandy Oaks. Mayor stated no other amendments to be made; Alderman Tremblay moved to accept the Ordinance No. 2024-238 making appropriations for the Support for the City of Sandy Oaks for the Fiscal Year Beginning October 1, 2024 and Ending September 30, 2025; appropriating Money to A Sinking Fund to Pay Interest and Principal to the City's Indebtedness; and Adopting the Annual Budget of the City of Sandy Oaks for the 2024-2025 Fiscal Year, second by Alderman Repino, passed by record vote by all council members.
- c. Discuss and/or possible action on Ordinance Ratifying the Property Tax Increase Reflected in the 2024-2025 Fiscal Year Budget. Alderman Repino makes a motion accept Ordinance No. 2024-239 Ratifying the Property Tax Increase Reflected in the 2024-2025 Fiscal Year Budget, Section 2. That the City Council, as the governing body of the City of Sandy Oaks, Texas, having adopted the City's fiscal Year 2024-2025- Budget by Ordinance No. 2024-239 that will require raising more revenue from property taxes than in the previous year, hereby ratifies the property tax reflected in the City's Fiscal Year 2024-2025 Budget, which is the amount of \$284,165.59 and 50% percent and of that amount \$12,082.68 is tax revenue to be raised from new property taxes added to the tax roll this year as reflected in the City's Fiscal Year 2024-2025 Budget adopted on August 8, 2024, second by Mayor Pro Tem Alvarado, passed by record vote by all council members.

Mayor stated the time is now 7:11 p.m. and we are out of our Public Hearing.

- d. Discuss and/or possible action on a Resolution regarding the maximum proposed ad valorem tax rate for 2024 the Council will consider and setting a public hearing to consider the tax rate for 2024. Motion made by Alderman Tremblay to Strike August 15<sup>th</sup> from Resolution 2024-204 and second by Alderman Repino, passed unanimously. Mayor Martinez needs a motion to amend and insert .3439079830 cents per \$100 taxable value. Motion made by Alderman Tremblay and second by Pro Tem Alvarado to insert .3439079830 on Resolution 2024-204, unanimously. Alderman Fillinger moves to adopt Amended Resolution 2024-204 approving

the Maximum Proposed Ad Valorem Rate of 0.3439079830 per \$100 value, the Council for 2024 will consider a subject hearing on August 19<sup>th</sup>, 2024, at 6:30 p.m. will consider the tax rate for 2024, second by Alderman Tremblay, passed by record vote by council

## **5. Mayor & Administrator Announcements/Updates**

- a. **Deadline to submit applications.** Applications are to be submitted to run on the ballot for city council by August 19, 2024, at 5:00 p.m.
- b. **November 5<sup>th</sup>, 2024, General Election.** Date you will be on the ballot.  
Mayor wanted to congratulate all the Olympics and the Olympians that have won multiple medals. The USA Basketball won their round today. They are on the gold bracket to win for the gold.

## **6. 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 June 27, 2024 City Council Meeting. Postpone to next Council meeting August 22, 2024.
- b. Approve minutes from July 25, 2024, City Council Meeting. Postpone to next Council meeting set on August 22, 2024.

Mayor stated he wants to break off into Executive Session address Agenda Item 13c – 13f.

Time is now 7:21 p.m. we are in Executive Session.

## **7. Financial Report**

- a. The income and expenses for July 2024 will be reported by City Secretary Delma Doyal with possible discussion and/or action. Alderman Repino moved to accept the financial report as presented and second by Alderman Coffindaffer, passed unanimously.

## **8. Police Department**

- a. Updates and Announcements with possible discussion and/or action. No new announcements by Chief Juarez or Corporal Castillo.

## **9. Public Works**

- a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. With Animal Control Officer being on vacation, the public works employees have been working all week long to repair and fix a lot of the kennels in the yard. Public is patching holes from the fire department up to
- b. Discuss and/or possible action on Pest Control estimate. Public Work's Director had gotten two pest control bids for City Hall and the Community Center. Alderman Fillinger moved to take Public Works Director's recommendation as to an exterminator of Witten Pest Control and second by Alderman Repino, passed unanimously.
- c. Discuss and/or possible action on Water fountain. This item has been postpone for future discussion.

## **10. Animal Control**

- a. Presentation of monthly report by ACO Cunningham with possible discussion and/or action. ACO not present at this time.

- b. Discuss and/or possible action on vacancy in position of ACO #2. Motion moved by Alderman Tremblay, second by Alderman Fillinger to post for Kennel Tech.

## 11. Parks & Recreation

- e. Updates and Announcements from Park Advisory Committee Chair Repino with possible discussion and/or action. Alderman Repino stated next meeting will be held the Tuesday, after Labor Day.

## 12. Administration – Old Business

- a. Discuss and/or possible action on appointing a commissioner to fill the vacancy on the Planning and Zoning Commission and/or procedures to fill vacancy on the Planning and Zoning Commission. Discussed possibility adding the Planning and Zoning meetings to the City Council Agenda due to lack of volunteers to be on the committee.
- b. Discuss and/or possible action on appointing a Chair to the Planning and Zoning Commission. Postponed for next council meeting.
- c. Discuss and/or action on an Ordinance amending the annual budget for fiscal year 2023-2024 for municipal purposes and related matters. Postponed
- d. Discuss and/or possible action on a Resolution acknowledging receipt of certified appraisal roll and tax rate calculation worksheet, and related matters. Postponed
- e. Discuss and/or possible action on a Resolution verifying completion of cybersecurity training and related matters. Motion moved by Alderman Fillinger, second by Mayor Pro Tem Alvarado, passed unanimously
- f. Discuss and/or possible action on establishing an ethics policy for elected and appointed officials. Postponed

## 13. Administration – New Business

- a. Discuss and/or possible action on a Resolution accepting the resignation of Chief of Police J. Matthew Jones. Alderman Coffindaffer moved to accept Resolution 2024-205, the Resignation of Chief of Police J. Matthew Jones, second by Pro Tem Mayor Alvarado, passed unanimously.
- b. Discuss and/or possible action on application of Lupe Arellano for license to encroach in City's right-of-way pursuant to Ordinance 2020-176 by at approximately 23050 Copper Canyon Dr. After a lengthy discussion regarding the structure entrance 23050 Copper Canyon Drive, being right up to the pavement (street) and no permit is had, Item 13b is postponed for further review by council to next council meeting.
- c. Executive Session to deliberate the appointment, employment, and duties of the Chief of Police and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074.

Break into Executive Session, the time is now 7:21 p.m.

- d. Discuss and/or possible action on a Resolution appointing Nicholas Juarez as Chief of Police, providing a severability clause and providing for an effective date and administer oath of office. Alderman Tremblay moved to accept Resolution 2024-206, which include 13c and 13b, and is second by Alderman Repino, passed unanimously. Nicholas Juarez accepts his duties as Chief of Police for the City of Sandy Oaks. Mayor is now administering the Oath of Office. The council congratulates the Chief and welcomes him a board.
- e. Executive session to hear a complaint or charge related to a grievance filed by Court Clerk against Public Works Director pursuant to Texas Open Meetings Act, Chapter 551 of the

Texas Government Code, Section 551.074. In Executive Session to discuss.

- f. Discuss and/or possible action on grievance filed Court Clerk against Public Works Director. No action need from the Council and as Mayor will handle. Alderman Tremblay made a motion to take no action on grievance, second by Alderman Coffindaffer, passed unanimously.

Mayor stated council is back in session at 7:54 p.m.

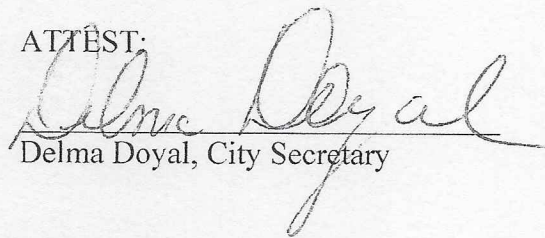
- 14. **Adjourn**, at 8:53 p.m. motion moved by Alderman Coffindaffer, second by Council.

**PASSED APPROVED THIS 22<sup>ND</sup> DAY OF AUGUST 2024.**



Michael Martinez, Mayor

ATTEST:



Delma Doyal, City Secretary