

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING MINUTES
January 9, 2025 at 6:30 p.m.

1. **Call to order and quorum call.** At 6:32 council meeting was called to order by Mayor Martinez. In attendance were Mayor Pro Tem Alvarado, Alderwoman Madero, Alderman Tremblay, Fillinger, Repino, and City Secretary area all present, City Attorney is via zoom.
2. **Pledge of Allegiance.** Led by Mayor Martinez
3. **Citizens to be heard.** No Citizens to be heard.
4. **Mayor & Administrator Announcements/Updates.**
 - a. Hazardous road conditions on Water Pass. The Mayor reached out to Playa Enterprises and advised them that there are some situations, will use the dry opportunity to take some pictures of the location. There was some fencing applied because there is some dumping going on in the Waterwood Subdivision.
 - b. ETJ Extension. Mayor spoke with City of San Antonio and the investor, it is now in negotiations and will release it to us, but they want to know what they are going to get in return.
 - c. Financial report questions from December. The \$900 that was posted to the checking account was from the desk cashing machine on the City Secretary's desk. Chase bank sent us six machines which we did not order. They have since reimbursed us. The other bank fee of 74.25, the Chase Rep is still researching it, but it did state a bank charge and will let us know about that. **Mayor applied for a small grant for illegal dumping cameras and** will get three posted up, as they provided three locations and ACCOG will do a PR tour showing how the cameras will be installed, which will be on January 16th. Next week is Red Mountain Road. Will have the preconstruction sit down meeting with the contractor and our engineer. Lowan and Hilltop, is starting up again due to more activity on that road and the city has agreed to do a metal railing.
5. **Consent Agenda -**
 - a. Approve minutes from November 14, 2024 Regular City Council Meeting.
 - b. Approve minutes from December 12, 2024 Regular City Council Meeting.
 - c. Approve minutes from December 19, 2024 Special City Council Meeting.
Motion - Alvarado & Fillinger - To accept the Consent Agenda as presented excluding agenda item 5b - Passed Unanimously.
6. **Financial Report -** The income and expenses for October 2024 will be reported by City Secretary Delma Doyal with possible discussion and/or action.
City Secretary Doyal reported the General Fund, the ARPA Fund and the TDA Grant Fund balance ending as of December 31, 2024.
Motion - Fillinger & Madero – accept financial report pending the investigation of the \$1,203.00 transaction - Passed Unanimously.
7. **Investment Report**

Alderman Repino announced for the 4th quarter on FY2023, had a modest gain of \$1,700.03, which covers the period of October 1st, to December 31, 2024.
Motion made by Alderman Repino to accept the investment report as presented, second by Alderwoman Madero. Motion passed unanimously.

 - a. Discuss and/or possible action on Resolution 2025-217 approving an investment policy, delegating responsibility and authority, and designating an investment officer. Motion made by Alderman Fillinger to appointment Tom Repino and/or Monica Madero as the investment officer and second by Alderman Tremblay. Motion passed unanimously. Motion made by Alderman Fillinger to adopt Resolution 2025-217, A Resolution of the City Council of The City of Sandy Oaks, Texas Approving an Investment Policy, Delegating Responsibility and Authority and Providing for an

Effective Date, after it is signed by Mayor, second by Alderman Repino. Motion passed unanimously.

8. Public Works

- a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. Update on the 4 ways and the 3 ways on New Mathis. They are up and operating except for Hickory Shadow and New Mathis because of the weather and the holidays. Weather permitting, project should be done on Monday. There was a list of things that was handed in by the community center and finished up today. Public Work's Director ordered for reflector lights for the new stop signs for New Mathis.

9. Animal Control

- a. Updates and Announcements from ACO Cunningham with possible discussion and/or action. Pulling 9a from the agenda, ACO is out.
- b. Presentation of monthly report by ACO Cunningham with possible discussion and/or action. There are only a few dogs in the kennel and Austin Pets Alive. Also, Ashley has been invited to a Best Friends National Conference in Palm Springs California. Best Friends is paying all the expenses for Ashley to go but we thought it would be good for Casandra to go as well. The conference is set for February 19th, through February 22. The only thing is that the City would have to pay for Casandra's flight. We do have a training budget for training which is enough to cover the conference and her certification.

10. Police Department

- a. Updates and Announcements from Chief Juarez with possible discussion and/or action. Chief Juarez announced that Officer Palomares is off FTO. She got off right before Christmas. She is on her own. The Officer that we were planning on hiring for the Mental Health position has been cleared and is taking his physical and drug test. Also, we are being audited by CJIS on February 18th. Investigator Alvarez and Officer Palomares had a call on Christmas Day, there was a 14-year-old runaway. Investigator Alvarez got a warrant to ping his cell phone and he was returned safely home.
- b. Presentation of monthly report by Chief Juarez with possible discussion and/or action. Chief presented his monthly report and is attached as Exhibit 10b.

11. Parks & Recreation

- a. Updates and Announcements from Park Advisory Committee Chair Repino with possible discussion and/or action. Met on January 7, Alderman Repino invited the Mayor to discuss his visions for the park this coming year 2025. Discussed things that went well and went bad for the park in 2024. Discussion was about the problems at the Community Center which Priscilla has already fixed. The next meeting will be the first Tuesday, February 3, 2025, at 5:30 p.m. Alderman Tremblay would like to see the budget for the park and possibly adding some type a new activity. Maybe add something every year. Revitalizing the golf course or maybe adding gaming stations so they could go into the community center.

12. Administration - Old Business

- a. Discuss and/or possible action on amending the Personnel Policy Manual. Alderman Fillinger stated we need a professional to look at finishing the policy. Mayor mentioned that ADP helps with personnel policies and procedures. Mayor will look into getting it resolved. Postpone for a later time.
- b. Discuss and/or possible action on ordinance 2024-245 regulating fences. (Second reading). **Motion** made by Alderman Tremblay to adopt an Ordinance No. 2024-245 an Ordinance of the City of Sandy Oaks, Texas Providing for the Regulation of Fences within the City and Providing for Permitting; Providing for Enforcement and a Penalty; Providing for Severability; and Providing for Publication and an Effective Date, Second by Alderman Repino. Ordinance is now up for discussion.

Motion made by Alderwoman Madero and second by Alderman Repino to strikeout no fence shall be committed within the sight triangle of paragraph 5(H), 6(B), 7(C) and 8(I) and replace listed previously in Section 4(B). Motion passed unanimously.

Motion made by Alderwoman Madero and second by Alderman Repino to add after building inspector and/or city designee after Section (D) and (K). Motion passed unanimously.

Motion made by Alderwoman Madero and second by Alderman Repino to strike chain link, from Section 8(B). Motion passed unanimously.

Motion made by Alderwoman Madero and second by Alderman Repino that Addendum A and B be moved to the end of the document. Motion passed unanimously.

On Section 19 Publication, Alderwoman Madero made **motion**, second by Mayor Pro Tem Alvarado to add the word **in** after **therein**. Motion passed unanimously.

On Section (9), Alderwoman Madero make a Motion to strikeout City Secretary's office, and insert City Council and strikeout the entire last sentence of Section 9, a fence permit shall be established by city council and designated on the city's fee schedule and second by Alderman Fillinger. Motion passed unanimously.

Alderwoman Madero also mentioned that Ordinance 2024-245, which was previously signed on October 10th, 2024 as approved, to be changed as being approve this date, January 9th, 2025.

Alderman Fillinger made a motion and second by Alderwoman Madero to be assigned Alderwoman Madero to be responsible for Section (9) and Section (10) establishing procedures and permit application. Motion passed unanimously.

Alderman Tremblay made a motion, second by Alderman Repino to adopt Ordinance 2024 - 245 as amended, with the date of January 9th, 2024, Motion passed unanimously.

- c. Discuss possible action on Ordinance 2024 – 246 providing for the regulation of driveways and culverts. (2nd Reading) Motion was made by Alderman Fillinger to strike Section 10 Paragraph B and second by Alderman Repino. Motion passed unanimously.

At this time it is 8:18 pm and Alderman Fillinger has stepped away.

Alderman Tremblay moved to adopt, second by Alderman Repino on Ordinance No. 2024-246, an Ordinance of the City of Sandy Oaks, Texas Providing for the Regulation of Driveways and Culverts Within The City; Providing For Enforcement And A Penalty; Providing For Severability; and Providing For Publication And An Effective Date. One opposed, Motion passed.

- d. Discuss and/or possible action on quote for electricity to be run to Animal Control Metal Building to include Anti-Shadow lighting, Surge Protected Plugs, Multiple Outlets and outlets for refrigerator. Postponed.
- e. Discuss and/or possible action on the purchase of E-Force (Report Management System). **Motion** made by Alderwoman Madero and second by Alderman Fillinger to purchase the expenditure of \$26,650.69, from the investment fund in order to purchase the EForce System for our Police department. Motion passed unanimously.
- f. Discuss and/or possible action on the purchase of a Body Cam/Evidence Management System. After discussion regarding the body cams, this is a \$12,500 match. **Motion** made by Alderwoman Madero and second by Alderman Repino to allocate \$12,500, 25% of this quote for the purchase of the body cams from the police department budget is quote for the purchase of the body cam for the police on the condition that the grant is approved and the quote as written is honor and when the grant is still honored. Motion passed unanimously.
- g. Discuss and/or possible action on the purchase of a Dash Cam System. Motion made by Alderwoman Madero and second by Alderman Fillinger to accept the quote for the dash cam system, and to take or withdraw \$15,274.20 from the investment fund to purchase the dash cam system and with the remaining balance to come out of the police department budget. Motion passed unanimously.

13. Administration – New Business

- a. Executive Session to deliberate a change in compensation for Public Works, City Secretary, Court Clerk, and Police Department Corporal and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters)

It is 8:56 p.m. Council is now in Executive Session

It is now 9:15 p.m. Council has taken a 5-minute recess.

It is now 9:20 p.m. and Council is back in Executive Session

- b. Discuss and/or possible action on Ordinance 2019-149 providing procedures for the adoption of City Ordinances. Mayor announced that the newest Alderwoman Madero would like to talk through and understand the process of adopting ordinances. The concern Alderwoman Madero had was the Local Government Code 52.011. Alderwoman Madero is asking if we are complying with the second rules of ordinance. **No action to take for 13b.**
- c. Discuss and/or possible action on Ordinance 2025-249 repealing Code Enforcement Officer. Item 13c pulled, will no longer be discussed.
- d. Discuss and/or possible action on Ordinance 2025-250 amending Ordinance 2022-202 creating the position of Public Works Director. Item 13d pulled, will no longer be discussed.
- e. Discuss and/or consider the driveway inspection permits fee for City Engineer inspection. Motion made by Alderwoman Madero and second by Alderman Repino to create a Master Fee Schedule for a \$50.00 permit fee and an engineering inspection fee of \$650.00. Motion passed unanimously.
- f. Discuss and/or possible action on Ordinance 2024 - 248 establishing regulations on Certificates of Occupancy. **Postponed**
- g. Discuss and/or possible action on a pay adjustment for the Public Works Director with an effective date. **13b pulled, will no longer be discussed.**
- h. Discuss and/or possible action on Grievance filed by Court Clerk Katherine Yelton. **Postponed to the next city council meeting.**

14. Adjourn

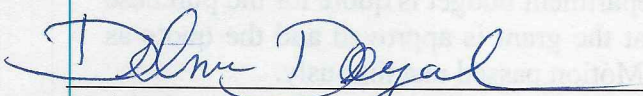
Meeting adjourned at 9:32 p.m.

Passed and approved this 13th day of March 2025.



 Michael Martinez, Mayor

ATTEST:



 Delma Doyal, City Secretary