

**CITY OF SANDY OAKS, TEXAS**

**RESOLUTION NO. 2024-212**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANDY OAKS ADOPTING POLICIES FOR MISCONDUCT ALLEGATIONS, HIRING PROCEDURES, AND PERSONNEL FILES FOR THE SANDY OAKS POLICE DEPARTMENT, DIRECTING THE CHIEF OF POLICE TO SUBMIT SUCH POLICIES TO THE TEXAS COMMISSION ON LAW ENFORCEMENT, PROVIDING A REPEALER CLAUSE, AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Senate Bill 1445 of the 88<sup>th</sup> Texas Legislature amended the Texas Occupations Code to include sections 1701.4522 and 1701.4535 to require the Texas Commission on Law Enforcement (“TCOLE”) to adopt model policies establishing procedures applicable to a law enforcement agency investigating alleged misconduct by a license holder employed by the agency and hiring a license holder and regarding personnel files maintained by a law enforcement agency with respect to a license holder; and

**WHEREAS**, each law enforcement agency in Texas is required to adopt the model policies adopted by TCOLE or substantively similar policies pursuant to Texas Occupations Code sections 1701.4522 and 1701.4535 by June 1, 2025; and

**WHEREAS**, the Sandy Oaks Police Department presents policies on procedures regarding investigating alleged misconduct by a license holder, hiring a license holder, and maintaining personnel files with respect to a license holder, which are the model policies adopted by TCOLE, to the City Council for adoption; and

**WHEREAS**, a law enforcement agency adopting the policies pursuant to Texas Occupations Code sections 1701.4522 and 1701.4535 must submit such policies to TCOLE and TCOLE maintains a copy of the policies;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS:**

**SECTION 1. PREAMBLES INCORPORATED.** The City Council finds and declares that the facts and recitations set forth in the preamble to this Resolution are true and correct.

**SECTION 2. ADOPTION OF POLICY FOR MISCONDUCT ALLEGATIONS.** The City Council hereby adopts the policy for Misconduct Allegations, which is attached hereto and incorporated herein, for the Sandy Oaks Police Department, and further incorporates such policy into the Policy Manual for the Sandy Oaks Police Department in effect at the time of the passage of this Resolution and as it may be amended from time to time.

**SECTION 3. ADOPTION OF POLICY ON HIRING PROCEDURES.** The City Council hereby adopts the policy on Hiring Procedures, which is attached hereto and incorporated herein, for the Sandy Oaks Police Department, and further incorporates such policy into the Policy

Manual for the Sandy Oaks Police Department in effect at the time of the passage of this Resolution and as it may be amended from time to time.

**SECTION 4. ADOPTION OF POLICY ON PERSONNEL FILES.** The City Council hereby adopts the policy on Personnel Files, which is attached hereto and incorporated herein, for the Sandy Oaks Police Department, and further incorporates such policy into the Policy Manual for the Sandy Oaks Police Department in effect at the time of the passage of this Resolution and as it may be amended from time to time.

**SECTION 5. SUBMISSION BY CHIEF OF POLICE.** The Chief of Police is hereby directed to submit this Resolution and the adopted policies to TCOLE.

**SECTION 6. REPEALER CLAUSE.** The City Council hereby repeals any part of the Policy Manual of the Sandy Oaks Police Department or personnel policies adopted or approved by the City Council applicable to licensees or peace officers of the City, that are inconsistent or in conflict herewith, to the extent of such inconsistency or conflict.


**SECTION 5. EFFECTIVE DATE.** This Resolution and adopted policies shall take effect immediately upon their passage.

**PASSED AND APPROVED** on this 10<sup>th</sup> day of October, 2024.

**CITY OF SANDY OAKS, TEXAS**

  
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Michael Martinez, Jr., Mayor

**ATTEST:**

  
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Delma Doyal, City Secretary