

**Michael Martinez**

Mayor

**Charles Fillinger**

Alderman Place 1

**David Tremblay**

Alderman Place 2

**Thomas Repino**

Alderman Place 3



**Grace Alvarado**

Alderman Place 4

**Monica Madero**

Alderman Place 5

**Delma Doyal**

City Secretary

**Casandra Ortiz**

City Attorney

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS  
REGULAR MEETING AGENDA  
February 13<sup>th</sup>, 2025 at 6:30 p.m.**

**1. Call to order and quorum call.**

Mayor: 6:31PM

Present: Alvarado, Madero, Tremblay, Repino, Fillinger, City Attorney

Not Present: City Secretary

**2. Pledge of Allegiance.**

**3. Citizens to be heard. Persons wishing to speak may sign up with the City Secretary in the time and manner as indicated above.**

- Wanda Harvey
  - Asking for extension to complete yard pickup
- Lamar McNeal
  - Request official item on agenda to discuss Ordinance 2020-170

**4. Mayor & Administrator Announcements/Updates**

Mayor: Spoke about Cycle ride on 03/08/2025 passing through Sandy Oaks

**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 December 12, 2024 Regular City Council Meeting.
- b. Approve minutes from January 9, 2025 Regular City Council Meeting.
- c. Approve minutes from January 23, 2025 Regular City Council Meeting.
- d. Approve Work Invoice 2024-072-01 #6 6S Engineering (Red Mountain Rd) Not to Exceed \$3,000.

Motion: Madero & Repino, Approve item D as presented, Passed Unanimously

Motion: Madero & Alvarado, in section New Business, Label "Executive Session" to Item "K" and re label last line in New Business to item "L," Passed Unanimously

Agenda item A & B were postponed giving more time to review

**6. Financial Report**

- a. The income and expenses for January 2025 will be reported by City Secretary Delma Doyal

with possible discussion and/or action. (Mayor Martinez)

Motion: Tremblay & Fillinger, Approve as presented, Passed Unanimously

## 7. Public Works

- a. Updates and Announcements from Public Works Director Priscilla Schmitt with possible discussion and/or action. (Mayor Martinez)

No Actions

## 8. Animal Control

- a. Updates and Announcements from ACO Cunningham with possible discussion and/or action. (Mayor Martinez)

No Actions

- b. Presentation of monthly report by ACO Cunningham with possible discussion and/or action. (Mayor Martinez)

No Actions

## 9. Police Department

- a. Updates and Announcements from Chief Juarez with possible discussion and/or action. (Mayor Martinez)

No Actions

- b. Presentation of monthly report by Chief Juarez with possible discussion and/or action. (Mayor Martinez)

No Actions

## 10. Parks & Recreation

- a. Update and Announcements from Park Advisory Committee Chair Alderman Repino with possible discussion and/or action. (Mayor Martinez)

No Actions – Next meeting 03/04/2025 5:30PM at community center.

## 11. Administration – Old Business

- a. Discuss and/or possible action on amending the Personnel Policy Manual. (Fillinger/Alvarado)

No Actions - postponed

- b. Discuss and/or possible action on Ordinance No. 2025-248 establishing regulations for Certificates of Occupancy. (Mayor Martinez)

Motion: Madero & Fillinger, Section 2 strike “nonresidential or multifamily” and insert “commercial,” Passed Unanimously

Motion: Fillinger & Madero, throughout ordinance insert “Commercial” before “building or structure,” Passed Unanimously

Motion: Madero & Alvarado, in 3<sup>rd</sup> “Whereas” insert “The City” after “City Council finds”, Passed Unanimously.

Motion: Madero & Fillinger, approve as amended, Passed Unanimously

- c. Discuss and/or possible action on Ordinance No. 2025-250 amending Ordinance 2019-150 regulating Commercial Motor Vehicles. (Alvarado/Tremblay)

Motion: Tremblay & Alvarado, approve as presented, Passed Unanimously

Motion: Tremblay & Repino, waive 2<sup>nd</sup> reading, Passed Unanimously

## 12. Administration – New Business

- a. Discuss and/or possible action on Ordinance No. 2025-251 amending Ordinance No. 2024-236 establishing animal control regulations. (Madero/Alvarado)

Motion: Madero & Repino, Section 5-C-2 replace City Secretary with “Animal Control”, Passed Unanimously

- Motion: Madero & Repino, Approve as presented, Passed Unanimously**
- b. Discuss and/or possible action on appointing an Interim Municipal Court Clerk or Deputy Court Clerk. (Mayor Martinez)  
**Motion: Fillinger & Tremblay, Appoint Delma Doyal as Interim Municipal Court Clerk, Passed 4-1 with Alderwoman Madero voting "No"**
- c. Discuss and/or possible action on filling position of Deputy City Clerk and advertising for Deputy City Clerk position. (Mayor Martinez)  
**Motion: Tremblay & Repino, authorize Mayor to advertise a Deputy City Clerk position, Passed Unanimously**
- d. Discuss and/or possible action on participating in the 5 Diamonds Baseball Parade. (Mayor Martinez)  
**Motion: Fillinger & Repino, to allow Mayor to use city Trailer for baseball parade and allow Chief and Lt. Permission to take patrol vehicles to said parade, with condition that a waiver be signed by parents, public purpose: Interagency cooperation of local government affairs with Precinct 1 Commissioner, Passed Unanimously**

**13. Adjourn**

Motion to adjourn at 8:08PM

**NOTE:**

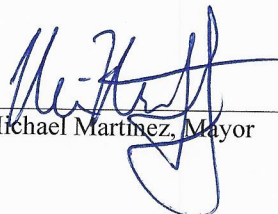
Enumerated agenda items are assigned numbers for ease of reference only and will not necessarily be considered by the Council in that order.

EXECUTIVE SESSION (Discussion only – closed to the Public) The Council may close the meeting at any time and hold an Executive Session pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.071 (Consultations with Attorney--on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly requires discussion in closed session), Section 551.072 (Deliberations about Real Property), Section 551.074 (Personnel Matters) or any other authorized provision of Chapter 551 on any of the above items. The Open Meetings Act permits a governing body to consult with its attorney privately in executive session by telephone conference call, video conference call, or communications over the Internet. Tex. Gov't Code 551.129(a).

I certify that the above notice of a regular meeting was posted at City Hall on or before the 10<sup>th</sup> day of February 2025 by 6:30 P.M. and notice remained posted continuously for at least 72 hours preceding the scheduled time of said meeting in accordance with the Texas Open Meetings Act.

Delma Doyal, City Secretary

**PASSED APPROVED THIS 27th DAY OF FEBRUARY 2025.**

  
 Michael Martinez, Mayor

**ATTEST:**

  
 Delma Doyal, City Secretary