

**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  
PUBLIC HEARING AND REGULAR MEETING AGENDA**

**March 27, 2025 at 6:30 p.m.**

1. **Call to order and quorum call. Call to order at 6:32PM**  
**MPT – X, Tremblay – P, Fillinger – X, Repino – P, Madero - P, CS – X, CA - P**
2. **Pledge of Allegiance.**  
**Mayor Martinez led the United States and Texas Pledge.**
3. **Citizens to be heard. Persons wishing to speak may sign up with the City Secretary in the time and manner as indicated above.**  
**Kimberly Ragan – Passed time to her husband Terry Ragan**  
**Terry Raga – Provided handouts on completion of property clean up, asked for a regular scheduled agenda item to present biweekly.**  
**Krystal Soyalp – Provided update on mom (Katherine Yelton's) celebration of life. April 12<sup>th</sup> 11am – 1pm @ community center.**
4. **Mayor & Administrator Announcements/Updates**  
**No announcements or updates provided**
5. **Public Hearing on the Community Development Block Grant (CDBG).**  
**The public hearing began at 6:39 and ended at 6:40 with no questions from the audience but the mayor providing updates on the overall performance of the project.**
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 March 13, 2025, Regular City Council Meeting.  
**Motion: Tremblay & Madero – Accept consent agenda as presented, Passed Unanimously**
7. **Financial Report**
  - a. Discuss and/or possible action on the income and expenses for February 2025 as reported by the City Secretary Delma Doyal. (Mayor Martinez) **Postponed by Mayor Martinez for**

## April Meeting

### 8. Administration – Unfinished Business

- a. Discuss and/or possible action on amending the Personnel Policy Manual. (Fillinger/Alvarado)  
**Motion: Madero & Repino – Task Mayor Martinez to create a 3-person committee to dissect EE manual, Passed Unanimously**

### 9. Administration – New Business

- a. Discuss and/or possible action on External Audit by Armstrong, Vaughan, & Associates, P.C. (Mayor Martinez)  
**Motion: Tremblay & Repino – Accept audit report by AVA, Passed Unanimously**
- b. Discuss and/or possible action on additional streetlights in Sandy Oaks based on the map provided by CPS Energy. (Mayor Martinez)  
**Motion: Tremblay & Repino – Post online and task Public works/SOPD to observe gaps, Passed Unanimously**
- c. Discuss and/or possible action on Format and Contents of Monthly Budget Reports. (Madero/Tremblay)  
**Action – Mayor to provide departmental budget report**
- d. Discuss and/or possible action on the hiring of a part-time deputy clerk. (Mayor Martinez)  
**Motion: Tremblay & Repino – Authorize Mayor hire a part time deputy clerk EE, 4hrs a day, Lisa Quintero, Passed Unanimously**
- e. Discuss and/or possible action on Resolution 2025-221 approving the submission of a grant for State and Local Cybersecurity Governance and Planning for the Police Department. (Mayor Martinez)  
**Motion: Repino & MPT Madero – Accept Resolution 2025-2021, Passed Unanimously**
- f. Discuss and/or possible action on the installation of guard rails at the corner of Hilltop and Lowman utilizing ARPA Funds. (Mayor Martinez)  
**Motion: Tremblay & Repino – Accept bid from Myers Construction installation of guardrail with a NTE of 18,500.00, Passed Unanimously**
- g. Discuss and/or possible action on Resolution No. 2025-222 authorizing the acceptance of donation of one vehicle from Bexar County declared as surplus and designating their use. (Mayor Martinez)  
**Motion: MPT Madero & Alderwoman Walker – Accept resolution 2025-222 accepting of donated vehicle from Bexar County, Passed Unanimously**
- h. Discuss and/or possible action on the repurposing of \$25,000 in ARPA funds from November 14, 2024, council action to purchase two equipped vehicles for the Sandy Oaks Police Department. (Mayor Martinez)  
**Motion: Tremblay & Repino - Approve repurposing \$14,000 of the original motion to purchase two patrol vehicles, Passed Unanimously**
- i. Discuss and/or possible action on accepting the resignation of Grace Alvarado, Alderwoman Place 4 and Mayor Pro Tem. (Mayor Martinez)  
**Motion: Madero & Repino – Accept resignation of Mayor Pro Tem/Alderman Pl. 4, Passed Unanimously**
- j. Discuss and/or possible action on Resolution No. 2025-223 appointing a Mayor Pro Tem. (Mayor Martinez)  
**Motion: Tremblay & Repino – Appoint Alderwoman Madero as Mayor Pro Tem, Passed Unanimously**
- k. Discuss and/or possible action on procedures for filling the position of Alderman Place 4

and/or a resolution to fill the position of Alderman Place 4 by appointment until the next regular municipal election or by special election and administer oath of office to Alderman Place 4, if necessary. (Mayor Martinez)

**Recommendation of John Crickmer by Alderman Repino**

**Recommendation of CJ Walker by Alderwoman Madero**

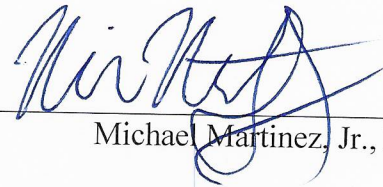
**Motion: Repino & no 2<sup>nd</sup> - Appointment for John Crickmer failed**

**Motion: Madero & Tremblay – Pass 2025-224 a resolution to appoint CJ Walker to Alderwoman PI 4, Passed Unanimously**

**10. Adjourn**

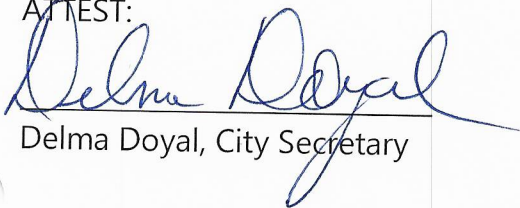
**7:52 MPT Madero moves to Adjourn**

Passed and approved this 10<sup>th</sup> day of April 2025,



Michael Martinez, Jr., Mayor

ATTEST:



Delma Doyal, City Secretary

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