

Michael Martinez

Mayor

Charles Fillinger

Alderman Place 1

David Tremblay

Alderman Place 2

Thomas Repino

Alderman Place 3



CJ Walker

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 MINUTES
August 14th, 2025, at 6:30 p.m.**

1. Call to order and quorum call.

Call to order at 6:30 P.M.

Mayor – Via Zoom, MPT Madero - P, ALD Fillinger - P, ALD Repino - NP, ALD Walker - P, ALD Tremblay - P, CS – P, CA - P

2. Pledge of Allegiance. MPT Madero

3. Citizens to be heard. People wishing to speak may sign up with the City Secretary in the time and manner indicated above. This time is provided for citizens to address the City Council on issues and concerns related to the City of Sandy Oaks. Please note that the Texas Open Meetings Act prohibits the City Council from responding, commenting, or discussing items or topics during this portion of the meeting that are not included on the agenda. The City Council appreciates hearing from the citizens, and your thoughts and questions are valued; however, civility and a sense of decorum will be strictly followed. All speakers must address their comments to the City Council. Speakers shall refrain from public criticism of members of the City Council that is prohibited by law. This item will be open for up to 30 minutes, with 3 minutes to each speaker. One (1) person may speak on behalf of a group. Up to three (3) people may register on behalf of the group for the spokesperson to be allotted up to nine (9) minutes to speak. If there are more than ten (10) speakers, each will be given two (2) minutes or six (6) minutes for a group spokesperson.

Mr. Ragan deferred comments until the discussion of his specific agenda item.

At 6:33 p.m., Mr. McNeal spoke to the council about ongoing code violations at 22332 Copper Canyon Drive, first reported in February. Issues include an overgrown lot, junk vehicles, and a rundown building attracting raccoons. He asked for an update on the city's enforcement efforts.

4. Mayor & Administrator Announcements/Updates

a. Presentation from representatives from VIA Metropolitan Transit Authority regarding services to City

Tom Marks and Mario Llano of VIA presented two new transit service options at no additional cost to the city: a Rural Busing Program funded by federal dollars and a Via Link Satellite Service launching in November.

The mayor reported that Bexar County denied funding for the park project planned for the 2025/2026 playground due to the area's median income being too high to qualify. As a result, the project will not move forward at this time.

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 a 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 July 24th, 2025, Regular City Council Meeting.
- b. Approve Invoice 1369 from Kassahn & Ortiz, P.C. (May City Prosecutor Services) Not to Exceed \$810.00.
- c. Approve Invoice 1370 from Kassahn & Ortiz, P.C. (May City Attorney Services) Not to Exceed \$3,673.30.
- d. Adopt Resolution No. 2025-230 acknowledging receipt of certified appraisal roll and tax rate calculation worksheet; and containing related provision,
- e. Approve Invoice 1372 from Kassahn & Ortiz, P.C. (June City Prosecutor Services) Not to Exceed \$945.00.
- f. Approve Invoice 1373 from Kassahn & Ortiz, P.C. (June City Attorney Services) Not to Exceed \$2,835.

At 8:42 p.m., MPT Madero requested the removal of items 5a and 5d from the consent agenda.

Motion: ALD Fillinger; Second: ALD Walker, to approve items 5b,5c,5e, and 5f -passed unanimously

6. Financial Report

- a. The income and expenses for July 2025 will be reported by City Secretary Delma Doyal with possible discussion and/or action. (Mayor Martinez)

Motion: MPT Madero; Second: ALD Tremblay to accept income and expenses for July 2025 - passed unanimously.

7. Public Works

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

The council discussed enforcing right-of-way ordinances, focusing on a case where a citizen placed road base material in a public drainage ditch, violating regulations. They directed the Police Department to reassess the situation and instructed Public Works to supply proper ordinance citations for future violations.

8. Animal Control

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

ACO Cunningham reported that the city's animal shelter was recognized by Pets Alive as a "no-kill" facility with a 93% live release rate and proposed future ordinance amendments, including new fees and reporting requirements for animal owners. The council directed the ACO to formally present these proposals to the mayor for further evaluation.

9. Police Department

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

Chief Juarez reported full NIBRS compliance, a joint arrest with the Texas Rangers, and progress on hiring a new officer, pending council approval. The council asked for more detailed reports by officer and ordered enforcement of the front-yard pool ban for child safety.

10. Parks & Recreation

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

A few projects are currently underway, and the next meeting is scheduled for September 2, 2025, at 5:00 p.m.

11. Administration – Unfinished Business

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

Continued at next meeting.

- b. Update on property improvement plan provided by property owner of residential address 3807 Waterwood Pass, Sandy Oaks, TX 78112. (Mayor Martinez)
At 8:27 p.m., the council discussed Mr. Ragan's fire-damaged property after he shared cleanup photos and a letter of support from a neighbor, asking the city to cancel pending actions. Due to safety concerns about the home's foundation and a possibly non-compliant fence, the council ordered a new inspection by the Police Chief and suggested involving the city's building inspector. They will continue the discussion with the mayor.
- c. Discuss and/or possible action on additional streetlights in Sandy Oaks based on the map provided by CPS Energy. (Mayor Martinez)
Postponed to the next regular meeting due to not receiving the updated photo of the map.
- d. Discuss and/or possible action on a contract for codification services (Mayor Martinez)
Skipped for now, as it needs to be included in the budget and addressed by the mayor.
- e. Discuss and/or possible action on Ordinance 2021-181 Citizen Complaint Review Board (MPT, Madero & Ald. CJ Walker)
Lamar McNeal, David Jones, Wanda Harvey, John Crickmer, and members of the board were confirmed with Anne Garza being an alternate, if needed. The Chief of Police will conduct the required background checks on the members and report back to the council.
- f. Discuss and/or possible action of Ordinance 2023-220 Animal Shelter Advisory Committee (Mayor Martinez)
The mayor will speak with Casandra Gorzell regarding serving as a facility representative. This item will be revisited at the next meeting.
- g. Discuss and/or possible action of Ordinance 2019-135 Trap Neuter Release program (Mayor Martinez)
Postponed until the next meeting.
- h. Discuss and/or possible action regarding a special election to submit the propositions regarding the withdrawal of the City of Sandy Oaks from the VIA Metropolitan Transit Authority and related taxes. (Mayor Martinez)
Motion: ALD Fillinger; Second: ALD Tremblay to remain in VIA, thereby avoiding a special election. – passed unanimously

12. Administration – New Business

- a. Discuss and/or possible action on a retirement package for City Employees (TMRS or ADP) (Mayor Martinez)
7:55 p.m. The Mayor reported that city staff expressed a preference to remain with the Texas Municipal Retirement System (TMRS).
Motion: ALD Fillinger; Second: ALD Tremblay would like to table agenda item 12a this action, which means this discussion is over unless it is brought up again on the agenda – passed unanimously
- b. Discuss and/or possible action on National Night Out to be held on Tuesday, October 7th, 2025 (Mayor Martinez)
Postpone for now.
- c. Budget workshop (Mayor Martinez)
7:25 p.m. The council discussed the 2025-2026 budget, highlighting the need for a City Administrator, increased funding for parks and grounds, and a dedicated Code Enforcement Official. They also noted that the proposed tax rate of 0.3559 exceeds the voter-approval rate, requiring either a reduction or a public vote.
- d. Discuss and/or possible action on partnership with Jane Montez and Camp Gladiator (Mayor Martinez)
7:01 p.m. Motion: ALD Fillinger; Second: ALD Tremblay, Mayor Martinez is to receive the waiver of liability policy and bring it back to council for a unified decision - passed

unanimously.

- e. Discuss and/or possible action with the exception to Manufactured Home Ordinance for Victoria Mitchum (Mayor Martinez)

7:49 p.m. Motion: ALD Fillinger; Second: ALD Walker moves that we do not approve since this would be a second home on the lot, and that the TCEQ would not approve. The mayor will notify the individual - passed unanimously.

- f. Discuss and/or possible action on RFP for towing services for Sandy Oaks (Mayor Martinez)

7:57 p.m. Motion MPT Madero; Second: ALD Fillinger to authorize the city attorney to draft a RFP with 1-4 yr option with towing and storage - passed unanimously.

Motion: ALD Fillinger; Second: ALD Walker, when the city attorney sends the RFP to the mayor that he gives it to the city secretary to publish. - passed unanimously

At 8:16 p.m., Alderman Fillinger requested a 10-minute recess, returned at 8:26 p.m.

- g. Discuss and/or possible action on request for submission of applications for the performance of depository services to the city.

Motion: ALD Fillinger; Second: MPT Madero to postpone discussion RFP till next meeting, August 28, 2025 – passed unanimously.

- h. Discuss and/or possible action on a resolution 2025-230 of the City Council of the City of Sandy Oaks, authorizing the mayor to negotiate and execute a contract and all necessary agreements necessary to implement a contract with a selected depository/bank for depository services of certain funds. (Mayor Martinez)

Postponed

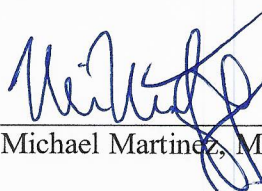
- i. Discuss and/or possible action on quotes for Animal Control Shelter repair or new facilities. (Mayor Martinez)

ACO Cunningham presented repair and new construction quotes for the animal shelter, including a self-contained kennel option. The council decided repairs were not cost-effective and directed the ACO to prepare a detailed proposal for a new facility.

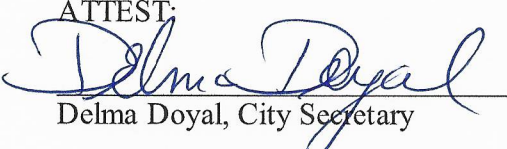
13. Adjourn

10:10 p.m.

PASSED APPROVED THIS 28th DAY OF AUGUST 2025.



Michael Martinez, Mayor

ATTEST:


Delma Doyal, City Secretary