

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
PUBLIC HEARING AND REGULAR MEETING MINUTES
September 11th, 2025 at 6:30 p.m.**

1. Call to order and quorum call.

Call to order at 6:33 p.m.

MPT Madero – via Zoom, ALD Fillinger -P, ALD Repino - P, ALD Walker - P, ALD Tremblay - P, CS – P, CA – P

2. Pledge of Allegiance. Mayor Martinez

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.

6:38 p.m. Ms. Kanapkey expressed concerns regarding unresolved damage to her driveway caused by city contractors nearly two years ago and, despite repeated assurances from officials, including the Mayor, the issue was never resolved. She and her husband, both are in their 80s and are unable to repair it themselves, expressing frustration over the city's inaction and lack of communication.

4. Mayor & Administrator Announcements/Updates

The annexation of the Waterwood Pass area in the city's south has been approved by San Antonio's Planning & Zoning Commission and City Council. Sandy Oaks council will need to adopt and ratify the action, with further discussion—including potential road engineering reviews scheduled for an upcoming agenda. Developer activity, including office setup and lot preparation, is expected to begin within two weeks.

A proclamation was read in observance of September 11, honoring the victims of the 2001 attacks.

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 minutes from August 28th, 2025, Public Hearing & Regular City Council Meeting.
- c. Approve Invoice 1374 from Kassahn & Ortiz, P.C. (July City Prosecutor Services) Not to Exceed \$1,290.00.
- d. Approve Invoice 1375 from Kassahn & Ortiz, P.C. (July City Attorney Services) Not to Exceed \$6,525.00.
- e. Adopt Ordinance 2025-260 Cancelling the General Election to be held on November 4, 2025 for the purpose of electing Alderman Place 1, Alderman Place 3, and Alderman Place 5 and cancelling the Special Election to be held on November 4, 2025 for the purpose of electing Alderman Place 4 (unexpired term) and declaring unopposed candidates elected. (Mayor Martinez)

Motion: Ald Fillinger, 2nd ALD Repino; accept consent agenda as presented, passed unanimously

6. **Financial Report**

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

Motion: ALD Tremblay, 2nd ALD Repino; to accept income and expenses for August 2025 report; passed unanimously

7. **Public Works**

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

MPT Madero asked about a prior issue involving dumping on city property, with staff set to review records to determine next steps. Additionally, enforcement efforts are ongoing for right-of-way violations, including incomplete road base removal on New Mathis and illegal parking, with police conducting patrols and issuing citations as needed

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 five dogs were picked up and one surrendered on the day of the report, with kennels quickly refilled after transfers. ACO is looking to implement failure to reclaim by ordinance.

9. **Police Department**

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

The Chief was absent, with Officer Palomares available for questions. A formatting correction was requested to list violation types in rows and officers in columns instead of the current table layout. Calls for service totaled fewer than 200 this month, continuing a two-month decline. Additionally, 18 cases were closed, and stolen vehicle recovery within the city was reported at 100% to date

10. **Parks & Recreation**

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

Chairperson Fillinger reported ongoing projects, including a new community center sign and plans to refinish the main-entry wooden handicap ramp. All meetings have met

quorum, though one member may face removal due to absences per ordinance. The membership list hasn't been posted on the city website as planned, and the Mayor will address this. The next meeting will be held during National Night Out.

8:02 p.m. ALD Fillinger left the meeting in person but is online

11. Administration – Unfinished Business

- a. Discuss and/or possible action on amending the Personnel Policy Manual. (Mayor Martinez)
Personnel Policy Amendments, incorporating consolidated edits, are planned for a section-by-section review during a special meeting tentatively scheduled for October 16, 2025, with the date to be confirmed and posted accordingly.
- b. Discuss and/or possible action on additional streetlights in Sandy Oaks based on the map provided by CPS Energy. (Mayor Martinez)
A streetlight map is under review, highlighting longer unlit road stretches and identifying about 14 potential new locations—including cul-de-sacs on Storm Oak Drive and off Star Oaks Drive—with a goal of adding 10–15 new lights. The marked map will be circulated for consensus.
- c. Discuss and/or possible action on a contract for codification services (Mayor Martinez)
Awaiting a quote from eCode to compare with Municode; no decision yet.
- d. Discuss and/or possible action of Ordinance 2023-220 Animal Shelter Advisory Committee (Mayor Martinez)
The Animal Shelter Advisory Committee (Ordinance 2023-2020) is awaiting a veterinarian's quote for attending meetings and inspections, as well as identifying an animal welfare organization representative. Furthermore, the duty of cleaning, assessment, and maintenance of equipment for temporary animal care was not included in the 2023-220 ordinance and will be drafted and incorporated in the next meeting.
- e. Discuss and/or possible action of Ordinance 2019-135 Trap Neuter Release program (Mayor Martinez)
The item will be removed from the current agenda and referred to the Animal Shelter Advisory Committee for review. Additionally, any needed revisions will be presented to the Council once the committee is established; there will be no repeal at this time.

12. Administration – New Business

- a. **Public Hearing to consider the proposed 2025 tax rate increase to support the Budget for Fiscal Year 2025-2026. This time is provided for citizens to address the Mayor and Council on the proposed 2025 tax rate to support the 2025-2026 Fiscal Year budget, which proposed rate is not to exceed \$0.341800 on each \$100 valuation of property. Please limit your time to a period not to exceed three (3) minutes.**
7:00 p.m. public hearing open
Public input: none recorded
7:01 p.m. public hearing closed

1. Discuss and/or possible action by record vote on an ordinance adopting the levying of Ad Valorem Taxes for the use and support of the municipal government for the City of Sandy Oaks, Texas for the Fiscal Year beginning October 1, 2025 and ending September 30, 2026 not to exceed \$0.341800 on each \$100 valuation of property; providing for apportioning each levy for specific purposes; providing when taxes shall become due and when same shall be delinquent if not paid; providing for a severability clause, and providing for an effective date. (Mayor

Martinez)

Motion: MPT Madero, 2nd ALD Tremblay to strike \$128,378.60 and insert \$13.58, passed unanimously

Motion: ALD Repino, 2nd ALD Tremblay; to approve ordinance adopting a tax rate of \$0.29013 on each \$100 valuation of property be used for the maintenance and support of the general government of the City of Sandy Oaks for the 2025-2026 fiscal year

Record Vote:

Ald Fillinger YES

ALD Repino YES

ALD Tremblay YES

ALD Walker YES

MPT Madero YES

Motion: ALD Tremblay 2nd MPT Madero to adopt \$0.027897 per \$100 valuation for I & S

Record vote:

ALD Fillinger YES

ALD Repino YES

ALD Walker YES

ALD Tremblay YES

MPT Madero YES

Motion: Ald Repino 2nd ALD Walker; to adopt \$0.341800 per \$100 valuation, stated as an effective increase of 0.611% to be adopted by Ordinance No. 2025-259, as amended

Record vote:

ALD Fillinger YES

ALD Repino YES

ALD Walker YES

ALD Tremblay YES

MPT Madero YES

- b. Discuss and/or possible action on adjusting service dates with Waste Connections. (Mayor Martinez)

6:45 p.m. Logan from Waste Connections proposed consolidating citywide trash and recycling pickup to Mondays, replacing the current multi-day schedule. The plan, generally supported by the public, aims to reduce traffic and increase convenience, with a transition starting October 20. Operations will involve two trash and two recycling trucks on Mondays, with strong emphasis on communication, a grace period, and no changes to bulk/brush pickup.

- c. Discuss and/or possible action on filling the position of Code Enforcement Officer (Tremblay & Fillinger)

Motion: ALD Tremblay 2nd ALD Repino to advertise for the position of Code Enforcement Officer on: our website, Texas Workforce Commission, Indeed, and TML, with an NTE of \$300, passed unanimously

- d. Discuss and/or possible action on a temporary lease agreement/reservation of the community

center for a home-schooling organization. (Mayor Martinez)

The City Council is requesting a representative from Southside Collaborative attend the next meeting to discuss the Community Center use request for weekly arts-and-crafts sessions. This will allow council members to ask follow-up questions related to participation, supervision, liability, and logistics before considering approval. The goal is to better understand the proposal and work together to support the community.

7:31 p.m. ALD Fillinger stepped away 7:33 p.m. returned

- e. Discuss and/or possible action on invoice QTE0048151 for street signs at the Oaks at Waterwood. (Mayor Martinez)

Postpone for now

13. Adjourn

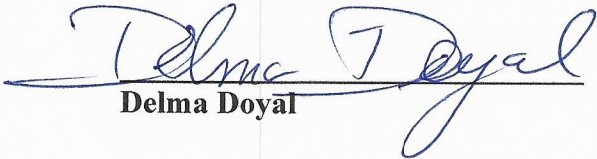
8:12 p.m.

Passed and approved this 25th, day of September 2025.



Michael Martinez, Jr., Mayor

ATTEST:


Delma Doyal