

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 AGENDA
October 9th, 2025, at 6:30 p.m.**

Notice is hereby given that a Regular Meeting of the City Council of the City of Sandy Oaks, Texas will be held on Thursday, October 9th, 2025, at 6:30 p.m. at City Hall, 22870 Priest Road, Sandy Oaks, Texas where a quorum of the City Council will be present. All agenda items are subject to action.

Join the meeting at <https://us02web.zoom.us/j/85261332945> and enter Meeting ID 852 6133 2945

The public will be permitted to offer public comments in person, telephonically or by audio as provided by the agenda and as permitted by the presiding officer during the meeting by signing up with the City Secretary at least 15 minutes in advance of the meeting if providing comments in person, and at least two hours in advance of the meeting by emailing citysecretary@cityofsandyoaks.com or by calling (210) 607-0834 if speaking telephonically or by audio. Please indicate whether you are speaking during the Public Hearing portion of the meeting regarding the Tax Rate Increase or during Citizens to Be Heard regarding another item related to the city.

An audio recording of the meeting will be made and will be available to the public in accordance with the Texas Public Information Act upon written request.

1. Call to order and quorum call.

2. Pledge of Allegiance.

- 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.

4. Mayor & Administrator Announcements/Updates

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 September 25th, 2025, Regular City Council Meeting.
- b. Approve Invoice 1376 from Kassahn & Ortiz, P.C. (August City Prosecutor Services) Not to Exceed \$945.00.
- c. Approve Invoice 1377 from Kassahn & Ortiz, P.C. (August City Attorney Services) Not to Exceed \$5,490.00.

6. Financial Report

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

7. Investment Report

- a. Receive brief from Alderman Repino on the Quarterly (Q2 & Q3) Investment Report with possible discussion and/or action. (Mayor Martinez)

8. Public Works

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

9. Animal Control

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

10. Police Department

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

11. Parks & Recreation

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

12. Administration – Unfinished Business

- a. Discuss and/or possible action on amending the Personnel Policy Manual. (Mayor Martinez)
- b. Discuss and/or possible action on a contract for codification services (Mayor Martinez)

13. Administration – New Business

- a. Discuss and/or possible action on Texas Health Benefits Pool. (Mayor Martinez)
- b. Discuss and/or possible action on the members of the Animal Shelter Advisory Committee (Mayor Martinez)
- c. Discuss and/or possible action on Resolution 2025-235, canceling the October 23rd, November 27th, & December 25th regular council meetings. (Mayor Martinez)
- d. Discuss and/or possible action on filling the position of City Administrator on a part-time basis with funding through investment funds. (Tremblay/Walker)
- e. Discuss and/or possible action on ordinance 2025 – 262 Establishing Animal Control Regulations (Mayor Martinez)

- f. Discuss and/or possible action on Animal Shelter Technician. (Madero & Walker)
- g. Executive session to deliberate the appointment, employment, duties, discipline, or dismissal of Chief of Police pursuant to Texas Government Code section 551.074, Personnel Matters and, section 551.071, Consultation with Attorney on a matter 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 conflicts with the Texas Open Meetings Act. (Madero/Fillinger)
- h. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Chief of Police. (Madero/Fillinger)

14. Adjourn

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 at 4 P.M. on October 3rd and notice remained posted continuously in accordance with the Texas Open Meetings Act.

Delma Doyal, City Secretary