

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

Cassandra Ortiz

City Attorney

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
PUBLIC HEARING AND REGULAR MEETING MINUTES
October 9th, 2025, at 6:30 p.m.**

1. Call to order and quorum call.

Call to order at 6:30 p.m.

MPT Madero – P, ALD Fillinger – NP, ALD Repino – NP, 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.

6:32 p.m. Mr. Martinez explained that the antique car, which belongs to a friend, is on his property, but he was unaware that it didn't have tires. He received the citations late due to a lack of communication from his estranged wife and plans to inspect the car with his friend and have it removed; the city's removal process is already underway.

6:36 p.m. Mr. Crickmer, regarding agenda item 13d, voiced support for hiring a full-time city administrator, highlighting his positive past experiences with such a role. He emphasized the increasing workload of the city, which necessitates professional oversight. He recommended considering qualified candidates from local universities and encouraged council members to observe Poteet's council to understand the advantages of having a city administrator.

6:40 p.m. Maria Hudson raised a safety concern after nearly being hit by a van that ran a

stop sign while she was crossing Waterwood Pass to meet her son at a bus stop. She requested flashing red lights or warning signs at major stop intersections, especially those near bus stops, and noted that the Southside school board is open to partnering with the city to address the issue.

4. Mayor & Administrator Announcements/Updates

The mayor praised all Sandy Oaks departments and volunteers for their efforts in making National Night Out a major success, calling it the best in the past five years and noting that the event may soon outgrow its current space. He also shared a personal story about a recent car accident to emphasize the importance of staying alert and aware while driving to ensure community safety.

ORIGINALLY ITEM 13a Discuss and/or possible action on Texas Health Benefits Pool. (Mayor Martinez)

Motion: MPT Madero, 2nd ALD Tremblay: to email all the options to the employees and request a response. Passed unanimously

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.

Motion: ALD Tremblay, 2nd ALD Walker: to accept the consent agenda, passed unanimously

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)

Motion: ALD Tremblay, 2nd ALD Walker: to accept the financial report as presented, passed unanimously

7. Investment Report

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

Motion: ALD Tremblay, 2nd MPT Madero: to accept the quarterly investment reports as presented by our financial reporting, passed unanimously

8. Public Works

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

A resident on New Mathis partially removed the road base from the right-of-way after receiving a citation but has not fully complied; staff plan to contact 311 before removing the remainder without entering private property. Additionally, concerns were raised about the soft and potentially dangerous condition of the park's trail loop, with plans to assess repair needs and budget accordingly, while also discussing potential dog park development and upcoming quotes for a zero-turn mower for Public Works.

9. Animal Control

- a. Updates/Announcements and presentation of monthly report from ACO Cunningham with

possible discussion and/or action. (Mayor Martinez)

Eleven dogs were recently rescued from a severe neglect case, resulting in the homeowner's arrest. Currently, there are 20 dogs in kennels, with two taken by Austin Pets Alive, three scheduled to go to Canada, two leaving in November, one at the end of this month, and three puppies leaving tomorrow. They haven't had time to plea most of these dogs to Austin Pets Alive, except for the two in the worst condition. The team has also started carrying microchips in the van, which is proving helpful. Unfortunately, one injured dog had to be euthanized.

10. Police Department

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

New officer Andrew Franco, an Air Force veteran with a master's in criminal justice, has started field training as department numbers are down due to staff being off. The department now manages sex offender registrations locally, provides a state registry link on the city website, and confirmed that sex offenders can legally distribute Halloween candy unless restricted by specific conditions or city ordinance.

11. Parks & Recreation

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

November 4th at 5:00 p.m. is the next meeting

12. Administration – Unfinished Business

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

Mayor to publish the agenda tomorrow morning or afternoon

- b. Discuss and/or possible action on a contract for codification services (Mayor Martinez)

The mayor is currently waiting for Ecode to send their update quote. After receiving it, he will contact Municode to request an update if there are any changes. Once both updates are received, he will present them as soon as they're available.

13. Administration – New Business

- a. **ORIGINALLY 13b** Discuss and/or possible action on the members of the Animal Shelter Advisory Committee (Mayor Martinez)

Ashley spoke with the veterinarian, who agreed to charge only travel costs based on previous pricing, excluding procedure fees. Efforts to find a representative for the animal welfare committee are ongoing, with plans to contact Sarah Muirhead at Austin Pets Alive pending availability.

- b. **ORIGINALLY 13c** Discuss and/or possible action on Resolution 2025-235, canceling the October 23rd, November 27th, & December 25th regular council meeting. (Mayor Martinez)

Motion: MPT Madero, 2nd ALD Tremblay: to strike from section one of the resolution number 2025-235, October 23, 2025, comma, passed unanimously

Motion: MPT Madero, 2nd ALD Walker: to pass resolution 2025-235, a resolution of the City of Sandy Oaks, Texas, cancelling the November 27, 2025, and December 25, 2025, regular city council meeting, passed unanimously

- c. **ORIGINALLY 13d** Discuss and/or possible action on filling the position of City Administrator on a part time basis with funding through investment funds. (Tremblay/Walker)

Motion: ALD Tremblay, 2nd MPT Madero: to advertise for a full-time city administrator with a salary range of \$80,000 to \$100,000 to be advertised in TML, Wilson County News and the city website to be funded 50% from our investment fund and 50% general fund, passed unanimously

- d. **ORIGINALLY 13e** Discuss and/or possible action on ordinance 2025 – 262 Establishing

Animal Control Regulations (Mayor Martinez)

Motion: MPT Madero, 2nd ALD Walker: to relocate master fee schedule to before microchip on page four of the definitions, passed unanimously

Motion: MPT Madero, 2nd ALD Tremblay: to add in section 5D4iv number four iv to add in a number 4 to write in legal terms, essentially to state to apply for a litter permit for every litter, passed unanimously

Motion: MPT Madero, 2nd ALD Walker: strike from section 5D4iv that competing confirmation obedience and agility events, and to allow the attorney to replace it with something that indicates it is a dog or cat that is purebred and registered with some sort of nationally recognized organization, passed unanimously

Motion: MPT Madero, 2nd ALD Walker: to create the failure to reclaim fee as \$500, passed unanimously

Motion: MPT Madero, 2nd ALD Walker: to add a \$300 fee for the litter fee that would be described in section 5D4iv subsection 4, passed unanimously

Motion: MPT Madero, 2nd ALD Walker: to add a fine for a litter of \$500, passed unanimous

Motion: MPT Madero, 2nd ALD Tremblay: to approve ordinance number 2025-262 as amended, an ordinance of the City of Sandy Oaks, Texas, amending ordinance number 2025-236 establishing animal control regulations, providing a severability cause writing for a penalty for violations here, providing for an effective date and providing publication or a second reading, passed unanimously

- e. **ORIGINALLY 13f** Discuss and/or possible action on Animal Shelter Technician. (Madero & Walker)

Motion: MPT Madero, 2nd ALD walker: to replace job descriptions with the one MPT Madero provided and to notify the applicants of the updates, passed unanimously

- f. **ORIGINALLY 13g** 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)

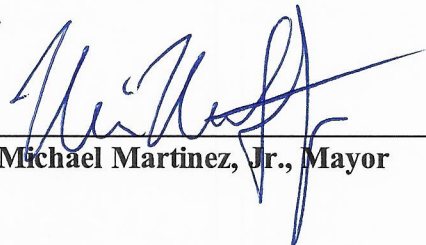
Begin: 8:42 p.m. End: 9:26 p.m.

- g. **ORIGINALLY 13h** Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Chief of Police. (Madero/Fillinger)

Motion: ALD Tremblay, 2nd MPT Madero: to postpone agenda item 13g (originally agenda item 13h) to a possible later date, passed unanimously

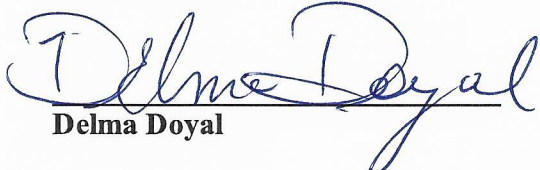
- 14. **Adjourn**
9:27 p.m.

Passed and approved this 13th, day of November 2025.



Michael Martinez, Jr., Mayor

ATTEST:



Delma Doyal

