

Mayor

**Michael Martinez, Jr.**

Mayor Pro Tem / Alderwoman Place 5

**Monica Madero**

Alderman Place 2

**David Tremblay**

Alderman Place 3

**Lamar McNeal**



Alderwoman Place 4

**Cynthia Walker**

City Administrator

**Dr. Jamaine Johnson**

City Attorney

**Cassandra C. Ortiz**

City Secretary

**Delma Doyal**

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS  
REGULAR MEETING AGENDA  
February 12th, 2026, 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, February 12<sup>th</sup>, 2026, 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](mailto:citysecretary@cityofsandyoaks.com) or by calling (210) 607-0834 if speaking telephonically or by audio.

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**

- a. Submitted 3-year surety bonds for Court Clerk Jeremy Fernandez, City Secretary Delma Doval, and City Administrator Jamaine Johnson. (City Administrator, Johnson)

5. **Consent Agenda** – All matters listed under the 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 January 22<sup>nd</sup>, 2026, Regular City Council Meeting. (Mayor Martinez)
6. **Staff and Committee Reports** (City Administrator, Johnson)
  - a. **Animal Control:** Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Animal Control Officer, Cunningham)
  - b. **Animal Shelter Advisor Committee:** Updates and Announcements with possible discussion and/or action. (Alderwoman, Madero)
  - c. **Financial Report:** Report on income and expenses for January 2026 with possible discussion and/or action. (City Secretary, Doyal)
  - d. **Tom Repino Park Advisory Committee:** Update and Announcements with possible discussion and/or action. (Alderman, Crickmer)
  - e. **Police Department:** Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Police Chief, Juarez)
  - f. **Public Works:** Updates and Announcements with possible discussion and/or action. (Public Works Director, Schmitt)
7. **Administration – Unfinished Business**
  - a. Discuss and/or possible action on a contract for codification services. (Mayor Martinez)
  - b. Discuss and/or possible action on the status of resolutions/ordinances. (Mayor Martinez)
  - c. Discuss and/or possible action on awarding a professional service contract for vehicle towing and storage services, including required accounting and record-keeping, based on responses to the City of Sandy Oaks Request for Proposal. (Mayor Martinez, Alderman Tremblay)
8. **Administration – New Business**
  - a. Discuss and/or possible action repealing Ordinance 2022-201 Establishing Classifications and positions in the Sandy Oaks Police Department by adopting Ordinance 2026-267. (Mayor Martinez)
  - b. Discuss and/or possible action on imposing a tax increase for the fiscal year 2027. (Mayor Martinez)
  - c. Discuss and/or possible action on a pay adjustment for Public Works Employee Michael Avendano, with an effective date. (CityAdministrator, Johnson)
  - d. Discuss and/or possible action on hiring Code Enforcement Officer. (CityAdministrator, Johnson, Police Chief, Juarez)
  - e. Discuss and/or take action to advertise the vacant Animal Shelter Technician position. (City Administrator, Johnson)
  - f. Discuss and/or take action to advertise the vacant Deputy Court Clerk or Deputy City Clerk position. (City Administrator, Johnson)
  - g. Discuss and/or possible action Prohibiting the Use of Wireless Communication Devices While Operating a Motor Vehicle Within City Limits by adopting an ordinance. (Mayor Martinez)
  - h. Discuss and/or possible action on a professional service contract for city website redesign (City Administrator, Johnson)

**9. 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).

- a. Deliberate on the Pay Rate for Public Works Employee Michael Avendano, and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (Dr. Johnson)
- b. Deliberate on the hiring of Code Enforcement Officer and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (Mayor Martinez)

## **10. Adjourn**

I certify that the above notice of a regular meeting was posted at City Hall at 3 P.M. on February 6<sup>th</sup>, and the notice remained posted continuously in accordance with the Texas Open Meetings Act.

Delma Doyal, City Secretary