

Mayor  
**Michael Martinez, Jr.**  
Alderman Place 1  
**John Crickmer**  
Alderman Place 2  
**David Tremblay**  
Alderman Place 3  
**Lamar McNeal**



Alderman Place 4  
**CJ Walker**  
Alderman Place 5/Mayor Pro Tem  
**Monica Madero**  
City Administrator  
**Dr. Jamaine Johnson**  
City Attorney  
**Casandra C. Ortiz**  
City Secretary  
**Delma Doyal**

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING AND TOWN HALL AGENDA**  
**April 23rd, 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, April 23, 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.

The City Council will also hold a Town Hall during the Regular meeting to allow for questions and public comments on a potential tax increase proposed for 2026 to support the 2026-2027 fiscal year budget.

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.**
- Town Hall moderated by the Mayor and City Administrator to allow for questions and public comment on a potential tax increase for the 2026 tax year to support the 2026-2027 fiscal year budget. This is not a public hearing on the proposed tax rate or budget that Council will hold prior to consideration and adoption of the 2026 tax rate and 2026-2027 fiscal year budget.
- 4. 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.

**5. Mayor & Administrator Announcements/Updates**

- a. April 25, 2026, 10 AM – 2PM University Health Blood Drive at Tom Repino Park. Registration: DonateBloodToday.com (City Administrator Johnson)
- b. Funding was not awarded under the Fiscal Year 2026 Countywide Outside Agency Funding Program.

**6. 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 March 12th, 2026, Regular City Council Meeting. (Mayor Martinez)
- b. Approve minutes from April 9th, 2026, Regular City Council Meeting. (Mayor Martinez)
- c. Approve Invoice 1394 from Kassahn & Ortiz, P.C. (March City Attorney Services) Not to Exceed \$ 4,072.50.
- d. Approve Invoice 1393 from Kassahn & Ortiz, P.C. (March City Prosecutor Services)
- e. Discuss and/or take possible action on a Resolution of the City of Sandy Oaks, Texas, authorizing submission of a Texas Community Development Block Grant (TXCDBG) Downtown Revitalization Program application; designating the Mayor as Chief Financial Officer and the City Administrator as Chief Executive Officer; authorizing the blighting designation of land at 00 Priest Road; and committing to project implementation. (Mayor Martinez, City Administrator Dr. Johnson)

**7. Administration – Unfinished Business**

- a. Discuss and/or possible action to appoint Citizen Complaint Review Board members as required by Ordinance 2026-270. (Alderman Walker, Alderman McNeal)
- b. Discuss and/or possible action on an Ordinance amending Ordinance No. 2020-166, second reading to provide for business regulations of peddlers, solicitors, and vendors; providing for repeal of conflicting ordinances; providing for severability; and providing an effective date (Alderman McNeal, Alderman Tremblay)
- c. Discuss and/or take possible action on a sign proposal for Tom Repino Park entrance. (Alderman Crickmer, Mayor Pro Tem Madero)

**8. Administration – New Business**

- a. Discuss and/or take possible action regarding a proposed three-year contract with Ventured Sole LLC for website development and supporting services, with the option to add codification services at a later date, at a total cost not to exceed \$21,600.00, and authorize the City Administrator to execute said contract. Annual cost: Year 2: \$12,288; Year 3: \$12,288. (City Administrator Johnson, Ventured Sole Founder, Bennett)
- b. Discuss and/or possible action on a budget workshop with Enterprise Fleet Management to oversee city vehicles through an equity-building lease program designed to reduce operational costs. (City Administrator Johnson, Daniel Garica)
- c. Discuss and/or possible action on the City of Sandy Oak Police Department's (SOPD) participation in the U.S. Immigration and Customs Enforcement's (ICE) 287(g) program to authorize SOPD officers the authority to perform specified immigration officer functions under ICE's direction and oversight and authorize the City Administrator and Chief of Police to enter into a Memorandum of Agreement (MOA) and Letter of Interest with ICE. (City Administrator Johnson).

- d. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Interim City Administrator. (Mayor Martinez)
- e. Discuss and/or possible action on a pay adjustment for City Secretary Delma Doyal, with an effective date. (City Administrator, Johnson)
- f. Discuss and/or possible action on a pay adjustment for Public Works Director Priscilla Schmitt, with an effective date. (City Administrator Johnson)
- g. Discuss and/or Possible Action on consideration of scheduling Saturday Town Hall Meetings from May through July 2026, at the Sandy Oaks Community Center, 4451 Hickory Haven, Sandy Oaks, Texas 78112, to receive public comment on a potential tax increase for the 2026 tax year to support the 2026-2027 fiscal year budget. (City Administrator Johnson)
- h. Discuss and/or Possible Action on the hiring of Fred G. Perez as a Patrol Officer pursuant to Texas Government Code, Chapter 551, Section 551.074. (Personnel Matters) (City Administrator Johnson, Chief Juarez)
- i. Discuss and/or Possible Action on the City Administrator pursuing the Certified Public Manager (CPM) certification through the Texas CPM Online Program at Texas State University, beginning January 2027, with an estimated completion of June 2028, at a total cost of \$4,865. (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. Executive Session to deliberate the appointment, employment, duties, discipline, or dismissal of Interim City Administrator. (Mayor Martinez)
- b. Executive Session to Deliberate on the Pay Rate for City Secretary Delma Doyal, and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (City Administrator, Johnson)
- c. Executive Session to Deliberate on the Pay Rate for Public Works Director Priscilla Schmitt, and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (City Administrator, Johnson)
- d. Executive Session to Deliberate on the hiring of Fred G. Perez as a Patrol Officer pursuant to Texas Government Code, Chapter 551, Section 551.074. (Personnel Matters) (City Administrator Johnson, Chief Juarez)

## 10. Adjourn

I certify that the above notice of a regular meeting was posted at City Hall at 5 P.M. and on the city website on April 17th, 2026 and the notice remained posted continuously in accordance with the Texas Open Meetings Act.

Delma Doyal, City Secretary