

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 MINUTES**  
**February 26th, 2026, at 6:30 p.m.**

**1. Call to order and quorum call.**

The regular meeting of the City Council was called to order at 6:30 PM by Mayor Pro Tem Monica Madero. A quorum was present. Present: Mayor Pro Tem Monica Madero; Alderman John Crickmer; Alderman David Tremblay; Alderman Lamar McNeal; Alderman CJ Walker; Mayor Michael Martinez, Jr.

Staff Present: Dr. Jamaine Johnson, City Administrator; Casandra C. Ortiz, City Attorney; Chief Juarez, Police Chief.

**2. Pledge of Allegiance.**

The Pledge of Allegiance was recited.

- 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.  
No citizens signed up to speak.

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

- a. Records on the Run Mobile, March 19, 2026/3:30PM – 6:30 PM (City Administrator, Johnson)  
City Administrator Johnson announced Records on the Run will be held March 19, 2026 from 3:30 PM to 6:30 PM at Tom Rapino Park.
- b. Officer Election: November 3, 2026; Application Deadline: August 17, 2026/5PM (City Administrator, Johnson)  
City Administrator Johnson announced officer election will be held November 3, 2026. Application deadline is August 17, 2026 at 5:00 PM.  
Positions up for election: Mayor, Position 2, Position 3 (unexpired term), and Position 4.

Note: Item 2 (Pledge of Allegiance) was taken at this time. Item 7f, then Item 6a was discussed.

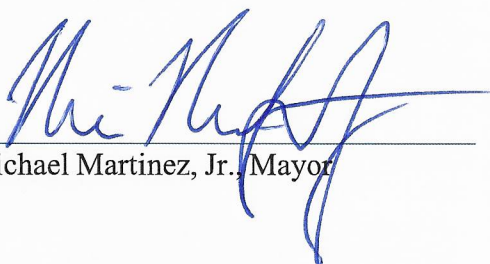
5. **Consent Agenda** – All matters listed under the Consent Agenda are considered routine by the City Council of the City of Sandy Oaks and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.
  - a. Approve minutes from January 22nd, 2026, Regular City Council Meeting.
  - c. Financial Report: Report on income and expenses for January 2026 with possible discussion and/or action. (City Administrator Johnson)
  - d. Approve Invoice 1387 from Kassahn & Ortiz, P.C. (January City Attorney Services) Not to Exceed \$4,440.00.
  - e. Approve Invoice 1386 from Kassahn & Ortiz, P.C. (January City Prosecutor Services) Not to Exceed \$45.00  
Alderman McNeal moved to approve Consent Agenda Items 5a, 5c, 5d, and 5e. Alderman Walker seconded. Motion carried unanimously.
  - b. Approve minutes from February 12th, 2026, Regular City Council Meeting.  
Alderman Crickmer requested Item 5b be pulled from the Consent Agenda for separate discussion. Mayor Pro Tem Madero confirmed the request. No motion or second was required. Alderman Crickmer moved to amend minutes from February 12, 2026, to add Alderman John Crickmer, Place 1, to attendance record and correct Item 8G vote from "unanimous" to "4-1," reflecting Mayor Pro Tem Madero voting no. Alderwoman Walker seconded. Motion carried unanimously.  
Mayor Pro Tem Madero moved to update "Motion Carried" to indicate the vote count and update footer to state "City Council Meeting Minutes." Alderman Crickmer seconded. Motion carried unanimously.  
Mayor Pro Tem Madero moved to accept Consent Agenda Item 5b as amended. Alderman Crickmer seconded. Motion carried unanimously.
6. **Administration – Unfinished Business**
  - a. Discuss and/or possible action on a contract with CivicPlus and Municode for website and web accessibility, agenda and meeting management, PDF accessibility, and community development. (City Administrator Johnson, Jacob Bertram)  
No action taken; informational presentation.
  - b. Discuss and/or possible action on imposing a tax increase for the fiscal year 2027. (Mayor Martinez)  
Mayor Martinez joined the meeting at 7:13 pm. Discussion held regarding sales tax revenue, court fines and fees, three new positions not budgeted, and need for comprehensive budget review.  
Consensus direction given to City Administrator and the Mayor to create a draft budget based on estimates. No formal motion made.
  - c. Discussion and/or possible action regarding status updates on River City Towing and Impound Services LLC. (City Administrator Johnson, Police Chief, Juarez)  
City Administrator Johnson reported concerns about vendor. Alderman Tremblay reported vendor wished to pull proposal. Alderman Tremblay moved to rescind offer to River City Towing and bring towing services discussion back next meeting. Alderman McNeal seconded. Motion carried unanimously.
7. **Administration – New Business**

- a. Discussion and/or possible action to appoint Animal Shelter Committee members as required by Ordinance 2025-261. (Mayor Pro Tem Madero, City Administrator Johnson)  
Mayor Pro Tem Madero moved to appoint Alderman McNeal as Chair of Animal Shelter Advisory Committee. Alderman Crickmer seconded. Motion carried unanimously.
- b. Discussion and/or possible action on revising Ordinance 2021-181. (Alderman Walker, Alderman McNeal)  
Item pulled from agenda
- c. Discussion and/or possible action to appoint Citizen Complaint Review Board members as required by Ordinance 2021-181. (Alderman Walker, Alderman McNeal)  
Alderman Walker reported need for citizen applicants and for City Administrator to advertise positions. No action taken.
- d. Discuss and/or possible action amending Ordinance 2022-217 Establishing the Sandy Oaks Police Department and related matters. (Mayor Martinez, City Administrator Johnson)  
Mayor Pro Tem Madero moved to amend second sentence of Section 5, Paragraph E of Ordinance 2022-217 to list all positions from police pay scale in Personnel Policy Manual. Alderman McNeal seconded. Motion carried unanimously.
- e. Discuss and/or possible action on authorizing the City Administrator to formally request an inspection of Tom Repino Park by the Texas Municipal League to evaluate safety, compliance, and maintenance standards. (Alderman McNeal, City Administrator Johnson)  
Alderman Tremblay moved to authorize City Administrator to request TML inspection. Alderman McNeal seconded. Motion carried (4-1). Alderman Crickmer voted opposed.
- f. Discuss and/or possible action on External Audit by Armstrong, Vaughan, & Associates, P.C. (Mayor Martinez)  
Mayor Pro Tem Madero moved to accept external audit. Alderman McNeal seconded. Motion carried unanimously.

**8. Adjourn**

8:12 p.m.

Passed and approved this 26<sup>th</sup> day of March 2026.

  
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Michael Martinez, Jr., Mayor

**ATTEST:**

  
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Delma Doyal, City Secretary