

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  
**Cassandra C. Ortiz**  
City Secretary  
**Delma Doyal**

**CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS**  
**REGULAR MEETING AND TOWN HALL AGENDA**  
**June 11th, 2026, at 6:30 p.m.**

Notice is hereby given that the City Council of the City of Sandy Oaks, Texas, will hold a regular meeting on Thursday, June 11, 2026, at 6:30 p.m. at City Hall, 22870 Priest Road, Sandy Oaks, Texas. A quorum of the City Council will be present, and all agenda items may be acted upon.

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 tax year to support the 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 2026 to support the fiscal year 2027 budget beginning October 1, 2026, ending September 30, 2027. This is not a public hearing on the proposed tax rate or budget; a separate public hearing will be held prior to Council's consideration and adoption of the 2026 tax rate and budget for fiscal year 2027.
- 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. City Hall will be closed on Friday, June 19, 2026, in observance of Juneteenth, and will reopen on Monday, June 22, 2026. (City Administrator Johnson)
- b. June 27, 2026, at 10:30 AM – Town Hall at Sandy Oaks Community Center (4451 Hickory Haven, Sandy Oaks, TX 78112) to receive public comments on a proposed 2026 tax increase for the FY 2027 budget. (City Administrator Johnson)
- c. July 25, 2026, at 10:30 AM – Town Hall at Sandy Oaks Community Center (4451 Hickory Haven, Sandy Oaks, TX 78112) to receive public comments on a proposed 2026 tax increase for the FY 2027 budget. (City Administrator Johnson)
- d. The Interim City Administrator will identify and initiate the municipal annexation process for property within the City of Sandy Oaks' Extraterritorial Jurisdiction will begin in coordination with the City Attorney. (City Administrator Johnson)

**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 invoice from the Law Offices of Frank Dickson for legal services rendered March 24, 2026, through May 22, 2026, in the amount of \$3,582.50. (Mayor Martinez)
- b. Approve minutes from May 14, 2026, Regular City Council and Town Hall Meeting. (Mayor Martinez)
- c. Approve minutes from May 28, 2026, Regular City Council and Town Hall Meeting. (Mayor Martinez)
- d. Approve Milestone 2 (Design Approval) under the City's website development agreement with Ventured Sole LLC, dated April 17, 2026, in the amount of \$7,200.00. (Mayor Martinez)

**7. Staff and Committee Reports**

- a. Animal Control: Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Animal Control Officer Cunningham)
- b. Code Enforcement Officer: Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Code Enforcement Officer Aguilar)
- c. Community Center: Updates/Announcements and presentation with possible discussion and/or action. (City Administrator Johnson)
- d. Park Advisory Committee: Updates/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 Alvarez)
- f. Public Works: Updates/Announcements with possible discussion and/or action. (Public Works Director Schmitt)

**8. Administration – Unfinished Business**

- a. None

**9. Administration – New Business**

- a. Discuss and/or take possible action on Resolution No. 2026-255, a resolution of the City Council of the City of Sandy Oaks, Texas, designating the Mayor as the officer to calculate the no-new-revenue tax rate and the voter-approval tax rate pursuant to Section 26.04(c) of the Texas Property Tax Code. (Mayor Martinez)
- b. Discuss and/or take possible action on the assignment of additional investigative duties to

Sergeant Cecilia Palomares and associated compensation adjustment. (City Administrator Johnson, Chief Alvarez)

- c. Discuss and/or take possible action on the Federal Emergency Management Agency (FEMA) Region 6 Bexar County Physical Map Revision 30-Day Data Submission Notification, regarding proposed revisions to the City's Flood Insurance Rate Map that may affect flood zone boundaries and mandatory flood insurance requirements for Sandy Oaks property owners, and direction to the Interim City Administrator regarding the submission. (City Administrator Johnson)
- d. Discuss and/or take possible action to authorize the City Administrator to enter into a contract with Bureau Veritas North America, Inc., for professional building permits, plan review, and inspection services. (City Administrator Johnson)
- e. Discuss and/or take possible action on Ordinance No. 2026-275, an ordinance amending the Master Fee Schedule for assessing fees and providing for annual review; authorizing the City Administrator to maintain the Master Fee Schedule and make adjustments as necessary in the interim; repealing any conflicting ordinances; providing for severability; and providing an effective date. (City Administrator Johnson)
- f. Discuss and/or take possible action on Ordinance No. 2026-276, an ordinance amending Ordinance No. 2026-275 Fee Appendix to the Code of Ordinances relative to Building, Development & Zoning fees for Bureau Veritas North America, Inc.; repealing all conflicting ordinances; providing a severability clause; and providing an effective date. (City Administrator Johnson)
- g. Discuss and/or take possible action on a Request for Proposals process for municipal wrecker and storage services, to include the establishment of a posting date and submission deadline, upon the expiration of the existing contract with Texas Towing on August 31, 2026. (Mayor Martinez)
- h. Discuss and/or take possible action on a Request for Proposals process for municipal solid waste collection and disposal services, to include the establishment of a posting date and submission deadline, upon the expiration of the existing contract with Waste Connections on December 31, 2026. (Mayor Martinez)
- i. Discuss and/or take possible action on authorizing the advertisement of a part-time Information Technology (IT) Contractor position to provide on-site technology support services to the City of Sandy Oaks on an hourly rate basis, compensated based on actual hours of service rendered, during normal business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, at a monthly rate not to exceed \$1,500.00. (City Administrator Johnson)
- j. Discuss and/or take possible action authorizing the procurement of a drag harrow chain rake, field line chalker, home plate box, and anchored baseball base set for purposes of repairing and restoring designated areas along the Tom Repino Park baseball field in an amount not to exceed \$694.00. (Mayor Martinez, Public Works Director Schmitt)
- k. Discuss and/or take possible action on a contract for codification services for the organization and publication of the City's ordinances in an amount not to exceed \$10,000.00. (City Administrator Johnson)
- l. Discuss and/or take possible action on Ordinance No. 2026-277, an ordinance amending Ordinance No. 2026-272 to provide for business regulation of peddlers, solicitors, and vendors; providing for repeal of conflicting ordinances; providing for severability; and providing an effective date. (City Administrator Johnson)
- m. Discuss and/or take possible action on Ordinance No. 2026-278, amending Ordinance No. 2026-273 (Fiscal Year Budget) for municipal purposes to add and appropriate funds for line items in the following departments: Animal Control, Municipal Court, Police, Public Works, and Parks. (Mayor Martinez)
- n. Discuss and/or take possible action to authorize the Mayor or Interim City Administrator to execute the FY 2026 Audit Engagement Letter with Armstrong, Vaughan & Associates, P.C., for

audit services for FY 2026, in the amount of \$12,200, a \$500 increase over the FY 2025 fee of \$11,700 with document requests to commence in October 2026 and fieldwork anticipated in November or December 2026. (City Administrator Johnson)

10. **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 another 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. None

11. **Adjourn**

I certify that the above notice of a regular meeting was posted at City Hall at 4:00 p.m. and on the City's website on June 5, 2026. The notice remained posted continuously in accordance with the Texas Open Meetings Act.

Delma Doyal, City Secretary