

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 MINUTES
April 9th, 2026, at 6:30 p.m.

1. Call to order and quorum call.

The regular meeting was called to order at 6:33 p.m. by Mayor Michael Martinez, Jr. A quorum was present.

Present: Mayor Michael Martinez, Jr, Mayor Pro Tem Monica Madero; Alderman John Crickmer; Alderman David Tremblay; Alderman Lamar McNeal; Alderwoman CJ Walker
Staff Present: Dr. Jamaine Johnson, City Administrator; Casandra C. Ortiz, City Attorney; Delma Doyal, City Secretary; Chief Juarez, Police Chief.

2. Pledge of Allegiance.

The Pledge of Allegiance to the United States flag and the Texas Pledge were recited.

3. 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.

The Town Hall was opened at 6:33 p.m.

A citizen request was relayed from Mayor Pro Tem Madero asking that a future town hall be held at the Sandy Oaks Community Center on a Saturday to improve public participation and accessibility. The Town Hall closed at 6:40 p.m.

4. Citizens to be heard. People wishing to speak may sign up with the City Secretary in the time and manner indicated above.

City Secretary Doyal confirmed that no citizens had signed up to address the City Council. No public comments were received

5. Mayor & Administrator Announcements/Updates

a. April 10, 2026, 9:00 AM - 3PM – Meeting between Bexar County's Small Business & Entrepreneurship Department to discuss support for community economic development. (City Administrator Johnson)

Interim City Administrator announced the Bexar County's Small Business & Entrepreneurship Department.

b. April 25, 2026, 10 AM – 2PM University Health Blood Drive at Tom Repino Park.

Registration: DonateBloodToday.com (City Administrator Johnson)

Interim City Administrator announced the University Health Blood Drive.

c. April 3, 2026, – the application for the Texas Community Development Block Grant Downtown Revitalization Program was submitted. (City Administrator Johnson)

City Administrator Johnson reported that the application for the Texas Community Development Block Grant (TxCDBG) Downtown Revitalization Program was submitted, and that a resolution is anticipated for Council signature at the next regular meeting.

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 February 26th, 2026, Regular City Council Meeting. (Mayor Martinez)
Motion: Mayor Pro Tem Madero moved to approve Item 5a, the minutes from February 26, 2026, Regular City Council Meeting. Second: Alderman Crickmer. Vote: All members voted in favor. Motion carried unanimously.
 - b. Approve minutes from March 12th, 2026, Regular City Council Meeting. (Mayor Martinez)
Item 5b was pulled from the Consent Agenda and postponed for a future regular meeting agenda after corrections are made.
 - c. Approve minutes from March 26th, 2026, Regular City Council and Town Hall Meeting. (Mayor Martinez)
Motion: Mayor Pro Tem Madero moved to approve the March 26, 2026, Regular City Council and Town Hall Meeting minutes as amended. Second: Alderman Crickmer. Vote: All members voted in favor. Motion carried unanimously.

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)
Animal Control Officer Cunningham presented the monthly report and encouraged residents to microchip their pets.
 - b. Animal Shelter Advisory Committee: Updates and Announcements with possible discussion and/or action. (Alderman McNeal)
Alderman McNeal reported on the Animal Shelter Advisory Committee's first meeting of the year. Topics discussed included: future shelter planning and design (including quarantine space, surgical capability, stainless steel materials, and a dedicated septic system); mobile veterinary services; the need for at least three (3) vendor quotes for a new shelter facility; and grant funding research. Alderman McNeal suggested engaging a consultant to draft a formal building design for future budget and bond planning purposes.
 - c. Code Enforcement Officer: Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Code Enforcement Officer, Aguilar)
Code Enforcement Officer Aguilar was absent. Interim City Administrator Dr. Johnson presented the monthly report in his absence. Council reviewed the report. No action taken. Council expressed interest in receiving feedback from Officer Aguilar on practical enforcement challenges related to current ordinances, particularly the fence ordinance.
 - d. Financial Report: Report on income and expenses for March 2026 with possible discussion and/or action. (City Secretary, Doyal)
Motion: Mayor Pro Tem Madero moved to accept the financial report for March 2026. Second: Alderman Crickmer. Vote: All members voted in favor. Motion carried unanimously.
 - e. Park Advisory Committee: Update and Announcements with possible discussion and/or action. (Alderman, Crickmer)
Alderman Crickmer reported on the April 7, 2026, Park Advisory Committee meeting. Five (5) members were in attendance. Items discussed included: replacement of wood mulch ground cover in the exercise area with a safety-appropriate material; acquisition of two (2) plastic-coated metal benches for the walking trail, with the possibility of repurposing existing benches from the former mini-golf area; evaluation of the deteriorating walking bridge for potential

removal; and the park entrance sign, addressed separately under Agenda Item 9E.

- f. Police Department: Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Police Chief, Juarez)

Chief Juarez presented department updates. The e-Force software was updated to include animal control and code enforcement personnel. The TCOLE audit Phase 1 (personnel files) was completed successfully; Phase 2 (policies and procedures) is scheduled for approximately three weeks out. New body armor was received through grant funding. Recognized departmental notable cases during the reporting period and Interviews for two (2) open patrol positions are scheduled for the following week. Chief Juarez expressed intent to transition Sergeant Palomares to a more defined investigative role upon filling those vacancies. Sergeant Palomares to be added to the closed cases section of future monthly reports.

- g. Public Works: Updates and Announcements with possible discussion and/or action. (Public Works Director, Schmitt)

Public Works Director Schmitt reported: all decking boards and the top rail of the Community Center ADA ramp were replaced; painting with non-skid material is planned pending improved weather conditions. Brush clearing between the community center and restrooms has opened additional walking trail visibility. A quote was obtained for road base material for trail improvements. Repairs are ongoing at the Animal Control facility following cage damage caused by an impounded animal; a 6x10 kennel was also damaged and is being salvaged. An improved exterior platform was installed at the Animal Control facility entrance.

- h. Fourth Quarter 2025 TexPool Investment Report: Presentation of the quarterly investment report with possible discussion and/or action. (City Administrator Johnson)

Mayor Pro Tem Madero presented the First Quarter Fiscal Year 2026 TexPool Investment Report. Alderman Tremblay moved to accept the First Quarter Fiscal Year 2026 TexPool Investment Report as presented. Second: Alderwoman Walker. Vote: All members voted in favor. Motion carried unanimously.

- i. First Quarter 2026 TexPool Investment Report: Presentation of the quarterly investment report with possible discussion and/or action. (City Administrator Johnson)

Mayor Pro Tem Madero presented the Second Quarter Fiscal Year 2026 TexPool Investment Report. Alderman McNeal moved to accept the Second Quarter Fiscal Year 2026 TexPool Investment Report. Second: Alderwoman Walker. Vote: All members voted in favor. Motion carried unanimously.

8. 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)

No action taken; recruitment to continue.

- b. Discuss and/or possible action regarding digital accessibility improvements, including website accessibility compliance, agenda/meeting management systems, PDF accessibility standards, and their role in community development, including authorizing the City Administrator to enter into a contract with selected provider(s). (Mayor Martinez, City Administrator Johnson)
Motion: Alderman Tremblay moved to authorize the City Administrator to negotiate a contract with Ventured Soul LLC for website development services, with codification to be incorporated at a later date, and to bring the proposed contract back to Council for review. Second: Alderman Crickmer. Vote: All members voted in favor. Motion carried unanimously.

- c. Discuss and/or possible action on an Ordinance amending Ordinance No. 2020-166 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)

Mayor Pro Tem Madero stated that the ordinance needed to be posted to the website's second

reading section for two weeks. Discussion was to place the State Legislation, House Bill 2844, effective July 1, 2026, on the agenda for June 2026. No action taken.

9. Administration – New Business

- a. Discuss and/or take possible action to adopt a resolution approving a policy on vehicles for emergency personnel, including assignment to department directors, investigator, and city administrator, eligibility, geographic restrictions, and usage guidelines. (Mayor Martinez, City Administrator Johnson)

Motion: Alderman McNeal moved to approve an exception under the personnel policy authorizing the Police Chief to take home a designated city police vehicle on days his officers are working, for emergency response purposes, with the addition of insurance coverage and roadside assistance, and restricted to city business only. Second: Alderwoman Walker. Vote: All members voted in favor. Motion carried unanimously.

- b. Discuss and/or take possible action to approve implementation of an annual personnel performance evaluation policy whereby all employee evaluations are completed in July, followed by Mayor and Council review in conjunction with budgetary considerations from August through September, with possible pay rate increases based on locality pay and individual performance issued in October. (Mayor Martinez, City Administrator Johnson)

No action taken.

- c. Discuss and/or take possible action on a resolution declaring the disposition of surplus municipal vehicles and authorizing the City Administrator to dispose of them pursuant to applicable procurement regulations. (City Administrator Johnson, Public Works Director, Schmitt)

Motion: Mayor Pro Tem Madero moved to approve Resolution No. 2026-247 declaring the Brown Tahoe surplus municipal property and authorizing the City Administrator to sell it. Second: Alderman McNeal. Vote: All members voted in favor. Motion carried unanimously.

- d. Discuss and/or take possible action to adopt a resolution accepting Community Development Block Grant (CDBG) funding for the Restless Deer Street Reconstruction Project in Sandy Oaks, Bexar County. (Mayor Martinez, City Administrator Dr. Johnson)

Motion: Alderman McNeal moved to adopt a resolution accepting CDBG grant funding for the Restless Deer Street Reconstruction Project in Sandy Oaks, Bexar County, as amended to reflect: (1) a grant amount of \$590,400 (90% of total project cost); (2) a 10% city funding match; and (3) the Mayor serving as the financial executive for grant fund management. Second: Alderman Crickmer. Vote: Ayes: Alderman Crickmer, Alderman Tremblay, Alderman McNeal and Alderwoman Walker. Nays: Mayor Pro Tem Madero. Motion carried 4-1.

- e. Discuss and/or take possible action on a sign proposal for Tom Repino Park entrance. (Alderman Crickmer, Mayor Pro Tem Madero)

Council directed Alderman Crickmer to obtain a formal rendering from the vendor, confirm bond inclusion, and provide additional reference information. The item will return to Council at the next regular meeting. Alderman Crickmer was asked to email photos of the vendor's prior work to the City Administrator for inclusion in the next agenda packet. No action taken.

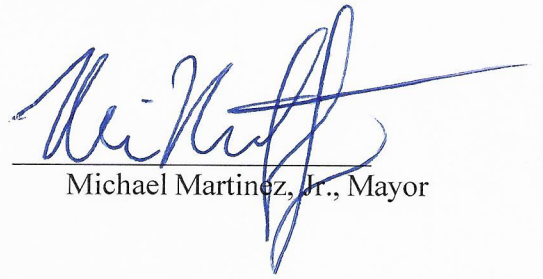
10. EXECUTIVE SESSION

No executive session convened.

11. Adjourn

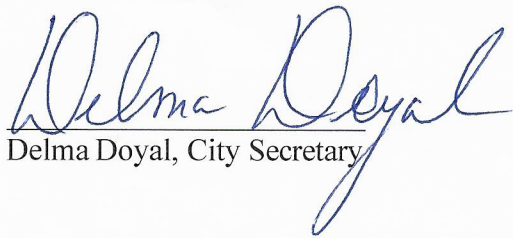
9:44 p.m

Passed and approved this 23rd day of April 2026.



Michael Martinez, Jr., Mayor

ATTEST:



Delma Doyal, City Secretary