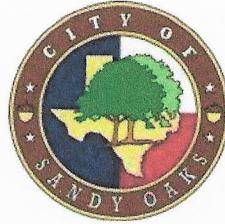


Mayor
Michael Martinez, Jr.
Alderman Place 1
John Crickmer
Alderman Place 2
David Tremblay
Alderman Place 3
Lamar McNeal



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 23rd, 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 Pro Tem Monica Madero. A quorum was present. Mayor Michael Martinez, Jr. participated via Zoom for the opening portion of the meeting. Present: Mayor Pro Tem Monica Madero (presiding); Alderman John Crickmer; Alderman David Tremblay; Alderwoman CJ Walker. Mayor Michael Martinez, Jr. (via Zoom).

Absent: Alderman Lamar McNeal.

Staff Present: Dr. Jamaine Johnson, Interim 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 opened at 6:35 p.m. One citizen appeared in person and expressed support for directing any tax increase toward visible city improvements, citing concerns about property maintenance, junk vehicles, and declining property values in the neighborhood. The citizen stated willingness to pay higher taxes provided tangible results were demonstrated. No online participants came forward to speak. The Town Hall closed at approximately 6:38 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. minutes or six (6) minutes for a group spokesperson.

Mayor Pro Tem Madero confirmed that no citizens had signed up to address the City Council. No public comments were received. Following the close of Citizens to be Heard (Item 4), Mayor Pro Tem Madero announced that Council would move out of agenda order and proceed directly to Item 9, The time was 6:40 p.m. Items 5 through 8 were taken up upon reconvening in open session at 7:32 p.m.

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)

Interim City Administrator Dr. Johnson announced the University Health Blood Drive at Tom

Repino Park.

- b. Funding was not awarded under the Fiscal Year 2026 Countywide Outside Agency Funding Program.

Interim City Administrator Dr. Johnson reported that the City was not awarded funding under the Fiscal Year 2026 Countywide Outside Agency Funding Program. Funds had been sought in support of animal control/TNR services.

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)
Motion: Alderman Tremblay moved to approve Consent Agenda Items 6A Second: Alderman Crickmer. Vote: All members present voted in favor. Motion carried unanimously.

- b. Approve minutes from April 9th, 2026, Regular City Council Meeting. (Mayor Martinez)
Council requested that Item 6B be postponed to the next Council meeting due to insufficient review time. No motion was made.

- c. Approve Invoice 1394 from Kassahn & Ortiz, P.C. (March City Attorney Services) Not to Exceed \$ 4,072.50.

Mayor Pro Tem Madero noted that Invoice 1394 appeared in the system as “Paid” and was not due until May 10th and reemphasized that invoices should not be paid prior to City Council approval. The City Attorney clarified that a prior invoice had been paid twice in error; rather than reimbursing the city, a credit of \$1,052 was applied against Invoice 1394, resulting in no amount currently owed.

Motion: Mayor Pro Tem Madero moved to approve Consent Agenda Item 6C, Invoice 1394 from Kassahn & Ortiz, P.C. for March City Attorney Services. Second: Alderman Tremblay. Vote: All members present voted in favor. Motion carried unanimously.

- d. Approve Invoice 1393 from Kassahn & Ortiz, P.C. (March City Prosecutor Services)
Motion: Mayor Pro Tem Madero moved to approve Consent Agenda Item 6D, Invoice 1393 from Kassahn & Ortiz, P.C. for March City Prosecutor Services. Second: Alderman Tremblay. Vote: All members present voted in favor. Motion carried unanimously.

- 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)
Council requested that Item 6E be postponed to the next Council meeting due to insufficient review time. No motion was made.

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)

Alderwoman Walker presented five candidates for the Citizen Complaint Review Board. All candidates are subject to background checks by the Chief of Police. Council directed Alderwoman Walker to proceed and to continue recruiting alternates so that the board can always conduct a meeting when one member is unavailable. No vote required.

- 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.

Motion: Alderman Tremblay moved to approve the Ordinance on second reading, amending Ordinance No. 2020-166, providing for business regulations of peddlers, solicitors, and vendors; providing for repeal of conflicting ordinances; providing for severability; and providing an effective date. Second: Alderman Crickmer. Vote: All members present voted in favor. Motion carried unanimously.

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

Motion: Mayor Pro Tem Madero moved to have Alderman Crickmer work with the City Attorney, once a final proposal is received, to prepare a contract and resolution for the Tom Repino Park entrance sign for consideration at a future Council meeting. Second: Alderwoman Walker. Vote: All members present voted in favor. Motion carried unanimously.

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)

Motion: Mayor Pro Tem Madero moved to amend the contract to extend the milestone review and approval period from three (3) to five (5) business days, and to designate the Mayor (rather than the City Administrator) as the reviewing and approving official for all deliverables under the contract. Second: Alderwoman Walker. Vote: All members present voted in favor. Motion carried unanimously.

Motion: Alderman Tremblay moved to approve the proposed three-year contract with Ventured Sole LLC for website development and supporting services, as amended, with the option to add codification services at a later date, at a total cost not to exceed \$21,600.00, and to authorize the City Administrator to execute said contract with the Mayor designated as the approving official. Second: Alderwoman Walker. Vote: All members present voted in favor. Motion carried unanimously.

- 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)

Motion: Alderman Tremblay moved to postpone indefinitely consideration of the Enterprise Fleet Management lease program until adequate funding can be identified in the city budget. The item may be re-agendized when funds are available. Second: Alderman Crickmer. Vote: All members present voted in favor. Motion carried unanimously.

- 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).

Motion: Alderman Tremblay moved to approve Resolution No. 2026-[TBD], a Resolution of the City Council of the City of Sandy Oaks, Texas, authorizing execution of a Memorandum of Agreement between the Sandy Oaks Police Department and the United States Immigration and Customs Enforcement, a component of the Department of Homeland Security, and authorizing

the Chief of Police to sign a letter of intent to ICE indicating the City's intention to train officers in the ICE 287(g) program. Second: Mayor Pro Tem Madero. Vote: Ayes: Alderman Crickmer, Alderman Tremblay, Mayor Pro Tem Madero. Nays: Alderwoman Walker. Motion carried 3-1.

- d. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Interim City Administrator. (Mayor Martinez)

No action taken.

- e. Discuss and/or possible action on a pay adjustment for City Secretary Delma Doyal, with an effective date. (City Administrator, Johnson)

Motion: Alderman Tremblay moved to approve a pay increase of \$1.00 per hour for City Secretary Delma Doyal, effective at the beginning of the next pay period. Second: Alderwoman Walker. Vote: All members present voted in favor. Motion carried unanimously.

- f. Discuss and/or possible action on a pay adjustment for Public Works Director Priscilla Schmitt, with an effective date. (City Administrator Johnson)

Motion: Alderwoman Walker moved to approve a pay increase of \$0.50 per hour for Public Works Director Priscilla Schmitt, effective at the beginning of the next pay period. Second: Alderman Tremblay. Vote: All members present voted in favor. Motion carried unanimously.

- 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)

Mayor Pro Tem recommended a survey-based approach at the first session, asking citizens to prioritize city services without initially presenting a specific tax rate number, and introducing the budget figures at later sessions as the formal hearing date approaches. Dr. Johnson to coordinate the schedule with the Mayor. No action taken.

- 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)

Motion: Alderman Tremblay moved to approve the hiring of Fred G. Perez as a Patrol Officer at the probationary patrolman salary, to begin as soon as possible. Second: Alderman Crickmer. Vote: All members present voted in favor. Motion carried unanimously.

- 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)

Motion: Alderman Tremblay moved to take no action on approving the CPM certification program at this time. Second: Alderwoman Walker. Vote: All members present voted in favor. Motion carried unanimously.

9. EXECUTIVE SESSION

Item 9 was taken out of agenda order, immediately following Item 4 (Citizens to be Heard), at 6:40 p.m. Council convened executive session to discuss the following.

- a. Appointment, employment, duties, discipline, or dismissal of Interim City Administrator, pursuant to Section 551.074. (Mayor Martinez)
- b. Pay rate for City Secretary Delma Doyal, pursuant to Section 551.074. (City Administrator Johnson)
- c. Pay rate for Public Works Director Priscilla Schmitt, pursuant to Section 551.074. (City

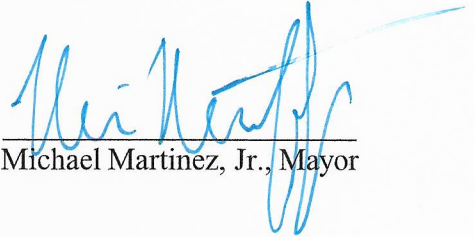
Administrator Johnson)

- d. Hiring of Fred G. Perez as a Patrol Officer, pursuant to Section 551.074. (City Administrator Johnson, Chief Juarez)

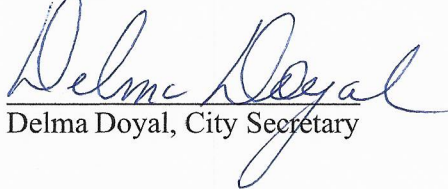
The Council reconvened in open session at 7:32 p.m. and proceeded to Items 5 through 8. Mayor Michael Martinez, Jr. did not return to the Zoom session after the Executive Session.

10. **Adjourn**
8:59 p.m.

Passed and approved this 28 day of May 2026.


Michael Martinez, Jr., Mayor

ATTEST:


Delma Doyal, City Secretary