

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
July 23, 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 and town hall on Thursday, July 23, 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 the 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 or by calling (210) 607-0834 if speaking telephonically or by audio. Please indicate whether you will be speaking during citizens to be heard or the town hall portion of the meeting. 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.**
- 3. Town Hall moderated by the Mayor and City Administrator to allow for questions and public comments 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. July 25, 2026, at 10:30 a.m.: 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)
- b. July 28, 2026, at 6:30 p.m.: Public Hearing at City Hall to receive public comments on the proposed FY 2027 Budget (October 1, 2026, through September 30, 2027), which will raise total property taxes by \$772,251.63, a 53% increase over the prior year. (City Administrator Johnson)
- c. Property Status - 3807 Waterwood Pass Drive: All items resolved and matter is closed. (City Administrator Johnson)
- d. Project Status - Interstate 37 at Priest Road and Mathis Road South: Ongoing asphalt level-up and pothole repair project with (TxDOT). Work remains in progress. (City Administrator Johnson)
- e. Election Notice Status: Candidate filing period is open July 18 through August 17, 2026, at 5:00 p.m. Notice posted on the City Website, bulletin board, and social media platforms. (City Administrator Johnson)
- f. Project Status - Streetlight Installation: Installation of the remaining 13 streetlights by CPS is ongoing. Subject to weather and material availability. (City Administrator Johnson)
- g. The status of seven grant and funding initiatives since January 2026, totaling \$1,906,250.00, is as follows: (1) Best Friends Animal Society, \$250.00, completed; (2) Law Enforcement Officer Standards and Education (LEOSE), cost to be determined, scheduled release February 2027; (3) Safe Streets and Roads for All (SS4A), \$990,000, pending; (4) Community Development Block Grant (CDBG), \$658,000, pending; (5) Homeland Security Cybersecurity, \$258,000, pending; (6) Body-Worn Camera, cost to be determined, pending; and (7) Texas Community Development Block Grant (TxCDBG) Downtown Revitalization, cost was to be determined, denied. (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 minutes from July 9, 2026, Regular City Council and Town Hall Meeting. (Mayor Martinez)
- b. Approve Invoice 1412 from Kassahn & Ortiz, P.C. (June City Attorney Services) Not to Exceed \$7,800.00. (Mayor Martinez)

- c. Approve Invoice 1411 from Kassahn & Ortiz, P.C. (June Prosecutor Services)
Not to Exceed \$2,330.20. (Mayor Martinez)

7. Staff and Committee Reports

- a. Financial Report: Report on income and expenses for May 2026 with possible discussion and/or action. Presenter: City Secretary Doyal (City Administrator Johnson)
- b. Third Quarter FY26 Investment Report: Presentation of the quarterly investment report with possible discussion and/or action. Presenter: Mayor Pro Tem Madero. (City Administrator Johnson)

8. Administration – Unfinished Business

- a. Discuss and/or take possible action on Milestone 2 (Design Approval), including acceptance of design changes, under the City's website development agreement with Ventured Sole LLC. (Mayor Martinez)
- b. Discuss and/or possible action on invoice for Milestone 2 (Design Approval) under the City's website development agreement with Ventured Sole LLC, in the amount of \$7,200.00. (Mayor Martinez Jr.)
- c. Discuss and/or take possible action to approve or deny a proposed weekly community health and wellness program at the Sandy Oaks Community Center, every Monday from 9:00 AM to 10:00 AM, weather permitting, presented by Southside Collaborative Program Manager, Mayra Brown and consider a Memorandum of Understanding with Southside Collaborative. (City Administrator Johnson)

9. Administration – New Business

- a. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Animal Control Officer Ashley Cunningham. (City Administrator Johnson)
- b. Discuss and/or take possible action on hiring a Public Works Employee. (City Administrator Johnson)
- c. Discuss and/or take possible action on hiring of a Police Lieutenant. (City Administrator Johnson)
- d. Discuss and/or take possible action on a resolution amending Resolution No. 2024-200 adopting a Purchase Card Policy for all Departments, Employees, Officers, and Elected/Appointed Officials using City Issued Purchase Cards. (City Administrator Johnson)
- e. Discuss and/or take possible action on eliminating the City's Pilot fleet fuel card account and converting all QuikTrip Fleetmaster cards to QuikTrip Fleetmaster Plus fuel cards for all City vehicles and equipment, allowing fueling within the Sandy Oaks community. (Note: The City currently has 13 active QuikTrip Fleetmaster cards.) (City Administrator Johnson)
- f. Discuss and/or take possible action on amending Resolution No. 2024-200 to incorporate fuel cards within the Purchase Card Policy and to require that all fueling of City vehicles and equipment occur within the city limits of Sandy Oaks, TX, except as authorized by the City Administrator in the event of an emergency. (City Administrator Johnson)
- g. Discuss and/or possible action noncompliance and 2026-280 verifying that the Cybersecurity Training and Artificial Intelligence Training required by Texas Government Code section 2054.5191 has been completed by certain city employees and elected or appointed officials, verifying completion of an audit, authorizing the denial

- of access to any individual in noncompliance, and authorizing the City Secretary or City Administrator to submit the required report. (City Administrator Johnson)
- h. Discuss and/or possible action on Resolution No. 2026-281 acknowledging receipt of certified appraisal roll and tax rate calculation worksheet; and containing related provision. (City Administrator Johnson)
 - i. Discuss and/or possible action on Resolution No. 2026-282 authorizing and allowing Health and Accident Coverage for Certain Classes of Officials electing to participate as provided by TX Multistate Intergovernmental Employee Benefit Pool d/b/a TX Health Benefits Pool pursuant to section 172.004 of the Texas Local Government Code; and related matters. (City Administrator Johnson)
 - j. Discuss and/or possible action on Resolution No. 2026-283 a Resolution of the City Council of the City of Sandy Oaks Requesting Supplemental Law Enforcement Patrols and Support from the Bexar County Sheriff's Office and the Texas Department of Public Safety and Authorizing the Negotiation of Necessary Agreements. (Alderman McNeal, Mayor Pro Tem Madero)
 - k. Discuss and/or take possible action on a Request for Qualifications process for Municipal Court Judge services for the City of Sandy Oaks Municipal Court, to include the establishment of a posting date and submission deadline. (City Administrator Johnson)
 - l. Discuss and/or take possible action on a Request for Qualifications process for City Attorney services for the City of Sandy Oaks, to include the establishment of a posting date and submission deadline. (City Administrator Johnson)
 - m. Discuss and/or take possible action on a Request for Qualifications process for Municipal Court Prosecutor services for the City of Sandy Oaks Municipal Court, to include the establishment of a posting date and submission deadline. (City Administrator Johnson)
 - n. Discuss and/or take possible action regarding the review and possible amendment of Ordinance No. 2025-262 regarding animal control regulations and directing the City Attorney to prepare a revised ordinance in accordance with Council direction. Presenter: Animal Control Officer Cunningham (City Administrator Johnson)
 - o. Discuss and/or take possible action on the award of a contract for municipal wrecker and storage services to K3 Towing, upon the expiration of the existing contract with Texas Towing on August 31, 2026, and authorize City Administrator to negotiate and/or execute such contract on behalf of the City. (City Administrator Johnson)
 - p. Discuss and/or take possible action on conducting citizen surveys and pursuing grant opportunities through the National Fitness Campaign for a potential outdoor Fitness Court at Tom Repino Park, with execution anticipated at the end of Fiscal Year 2027. (Mayor Martinez)
 - q. Discuss and/or take possible action on a Professional Services Agreement with Sustainable Foundations, LLC for grant writing services, with compensation of 8% of the awarded grant amount or the maximum allowed by the grant program, whichever is less. Grant administration shall be performed by the City Administrator. (City Administrator Johnson)
 - r. Discuss and/or take possible action on establishing a fence permit fee (proposed at \$25.00) pursuant to Ordinance No. 2024-245, and amending the Master Fee Schedule, Ordinance No. 2026-276, accordingly (City Administrator Johnson)
 - s. Discuss and/or take possible action on ratifying the City of Sandy Oaks' enrollment in the Petco Love program, encompassing adoption events, grant opportunities, lost pet recovery, and pet vaccinations. (City Administrator Johnson)

- t. Discuss and/or take possible action on a 2017 Chevrolet Tahoe assigned to the Sandy Oaks Police Department, including repair per the estimate from Carlisle Air & Automotive North not to exceed \$5,586.27, two additional repair quotes, and/or a resolution declaring the vehicle surplus or salvage property and authorizing its disposition. (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. Executive Session to deliberate the appointment, employment, duties, discipline, or dismissal of Animal Control Officer Ashley Cunningham, pursuant to Government Code section 551.074 (personnel matters). (Mayor Martinez Jr.)
- b. Executive Session to deliberate on the hiring of a Code Public Works Employee and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (Mayor Martinez Jr.)
- c. Executive Session to deliberate on the hiring of a Police Lieutenant and related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (Mayor Martinez Jr.)

11. Adjourn

I certify that the above notice of a regular meeting was posted at City Hall at 5:00 p.m. and on the City’s website on July 17, 2026. The notice remained posted continuously in accordance with the Texas Open Meetings Act.

Dr. Jamaine Johnson
Interim City Administrator