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 PUBLIC HEARING
MINUTES
August 13, 2026, at 6:30 p.m.

1. Call to order and quorum call.

The regular meeting and public hearing was called to order at 6:30 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. Absent: None. Staff Present: Interim City Administrator Dr. Jamaine Johnson; City Attorney Casandra C. Ortiz; City Secretary Delma Doyal; Police Chief Enrique Alvarez; Animal Control Officer Ashley Cunningham; Code Enforcement Officer George Aguilar.

2. Pledge of Allegiance.

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

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

Citizens to be Heard opened 7:25 P.M. Speakers addressed the Council on the proposed tax rate increase and related budget matters.

4. Mayor & Administrator Announcements/Updates

a. Election Candidate Filing Ends: August 17, 2026, at 5:00 p.m. (City Administrator Johnson)

Informational announcement provided.

b. Development Block Grant (CDBG) Program approved for $656,500.00 for the Restless Deer Street Reconstruction Project. (Mayor Martinez Jr.)

Informational announcement provided.

c. Updates on K3 Towing agreement, Municipal Court Judge RFQ, and disposition of the 2017 Chevrolet Tahoe. (City Administrator Johnson)

K3 Towing agreement not yet signed. Municipal Court Judge RFQ completed; results to be presented at the next meeting. Disposition of 2017 Chevrolet Tahoe pending final review. Informational update provided.

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 July 23, 2026, Regular City Council Meeting. (Mayor Martinez Jr.)**

b. **Approval of a Resolution of the City Council of the City of Sandy Oaks, Texas ordering a General Election to be held on November 3, 2026, for the purpose of electing the Mayor, Alderman Place 2, and Alderman Place 4, and ordering a Special Election to be held on November 3, 2026 for the purpose of electing Alderman Place 3 (unexpired term); designating location of polling place; ordering notice of election to be given as prescribed by law; authorizing execution of a joint agreement; and providing for an effective date, and other related matters. (Mayor Martinez Jr.)**

Item 3a - Motion: Mayor Pro Tem Madero moved to approve the July 23, 2026 minutes with amendment to Item 9D to reflect two exceptions to the purchase card policy Second: Alderman McNeal Vote: Unanimous Item 3b - Motion: Mayor Pro Tem Madero moved to adopt Resolution No. 2026-261, ordering a General Election and Special Election on November 3, 2026 Second: Alderwoman Walker Vote: Unanimous

6. 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; City Administrator Johnson)**

Report presented.

b. **Code Enforcement Officer: Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Code Enforcement Officer Aguilar; City Administrator Johnson)**

Report presented.

c. **Community Center: Updates/Announcements with possible discussion and/or action. (City Administrator Johnson)**

Informational update provided.

d. **Municipal Court: Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Court Clerk Fernandez; City Administrator Johnson)**

Report presented.

e. **Park Advisory Committee: Updates/Announcements with possible discussion and/or action. (Alderman Crickmer; City Administrator Johnson)**

Informational update provided.

f. **Police Department: Updates/Announcements and presentation of the monthly report with possible discussion and/or action. (Police Chief Alvarez; City Administrator Johnson)**

Report presented.

g. **Public Works: Updates/Announcements with possible discussion and/or action. (Public Works Director Schmitt; City Administrator Johnson)**

Informational update provided.

7. Administration - Unfinished Business

a. Financial Report: Report on income and expenses for June 2026 with possible discussion and/or action. (Presenter: City Secretary Doyal; City Administrator Johnson)

Report presented and reviewed. Questions raised regarding specific expenditures; report to be returned with additional detail at the next meeting.

b. Discuss and/or possible action on an ordinance adopting the 2027 Fiscal Year Budget beginning October 1, 2026 and ending September 30, 2027 for the City of Sandy Oaks, by RECORD VOTE or postpone adoption of Fiscal Year 2027 Budget to a later date. (Mayor Martinez Jr.)

Motion: Alderman Tremblay moved to postpone adoption of the Fiscal Year 2027 Budget to the August 27, 2026 regular meeting Second: Alderman McNeal Vote: Unanimous

c. Discuss and/or possible action on an ordinance ratifying the property tax increase reflected in the 2027 Fiscal Year Budget beginning October 1, 2026 and ending September 30, 2027, by RECORD VOTE. (Mayor Martinez Jr.)

Motion: Ald. Tremblay moved to postpone until the August 27th regular meeting Second: MPT Madero Vote: Unanimous

8. 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)

Deliberated in Executive Session; Motion: Alderman McNeal moved to demote Animal Control Officer Ashley Cunningham to ACO Deputy with a reduction in pay of $1.50 and a written reprimand Second: Alderwoman Walker
Vote: 4 Ayes, 1 Opposed – Ald. Crickmer

b. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of City Secretary Delma Doyal. (City Administrator Johnson)

Deliberated in Executive Session; No action taken.

c. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Public Works Director Priscilla Schmitt. (City Administrator Johnson)

No action taken.

d. Discuss and/or take possible action on a resolution approving a leave of absence of Alderwoman CJ Walker. (Mayor Martinez Jr.)

Deliberated in Executive Session; No action taken.

e. Discuss and/or possible action on the hiring of a City Administrator. (Mayor Martinez Jr.)

Deliberated in Executive Session; No action taken.

f. Discuss and/or possible action on hiring an Information Technology Contractor. (City Administrator Johnson)

Council discussed interviews of four candidates conducted by the City Administrator and Mayor Pro Tem, and selected Felipe Hernandez. Motion: Alderman Tremblay moved to instruct the City Administrator to negotiate a contract with Felipe Hernandez at $25.00 per hour, not to exceed $1,500.00 per month, and to bring the contract back at the next regularly scheduled meeting Second: Mayor Pro Tem Madero Vote: Unanimous

g. Discuss and/or possible action on an ordinance establishing the position of Office Manager and advertising to fill the position for purposes of recruitment and potential future appointment. (Mayor Martinez Jr.)

No action taken.

h. Discuss and/or take possible action on implementing a freeze on all Municipal department budgets for the remainder of the fiscal year. (Alderman Tremblay, Alderman Crickmer)

Motion: Alderman Tremblay moved to freeze all Municipal department budgets for the remainder of the fiscal year, with any expenditures requiring prior approval by the City Administrator Second: Mayor Pro Tem Madero Vote: Unanimous

i. Discuss and/or take possible action on implementing a Citywide hiring freeze on all vacant positions for the remainder of the fiscal year. (Alderman Tremblay, Alderman Crickmer)

No action taken on a formal hiring freeze. Council directed that advertising for the Public Works employee and City Administrator positions be pulled.

j. Public Hearing to consider the proposed 2026 tax rate increase to support the Budget for Fiscal Year 2027 beginning October 1, 2026 and ending September 30, 2027. Proposed rate not to exceed $0.568357 on each $100 valuation of property.

Public Hearing opened 6:43 p.m. and closed 7:25 p.m. Public comments received from multiple residents regarding the proposed 2026 tax rate. Motion: None Second: None Vote: No Action

k. Discuss and/or possible action by record vote on an ordinance adopting the levying of Ad Valorem Taxes for 2026 for the use and support of the municipal government for the City of Sandy Oaks, Texas for Fiscal Year 2027 beginning October 1, 2026 and ending September 30, 2027, not to exceed $0.568357 on each $100 valuation of property; providing for apportioning each levy for specific purposes; providing when taxes shall become due and when same shall be delinquent if not paid; providing for a severability clause; and providing for an effective date. (Mayor Martinez Jr.)

No action taken.

l. Discuss and/or possible action, if necessary, on a resolution of the City Council of the City of Sandy Oaks, Texas ordering a special election to be held on November 3, 2026 for the purpose of submitting to the voters a proposition of a property tax rate that exceeds the greater of the voter-approval rate or de minimis rate; designating location of polling place; ordering notice of election to be given as prescribed by

law; authorizing execution of a joint agreement; and providing for an effective date, and related matters. (Mayor Martinez Jr.)
No action taken.

m. Discuss and consider a resolution on approval of action required under Texas Government Code 2254, for the City of Sandy Oaks to provide a Written Statement and Finding of the Need for Specialized Contingent Fee Legal Services and approval of Revival and Extension Agreement with Linebarger Goggan Blair & Sampson, LLP and the City of Sandy Oaks for the Collection of Delinquent Property Taxes. (City Administrator Johnson)
This item was considered out of regular order and taken up first at 6:33 p.m. Julian Casillas and Leslie Murillo of Linebarger Goggan Blair & Sampson, LLP appeared and addressed the Council. Motion: Alderman Tremblay moved to adopt Resolution No. 2026-265, approving the Revival and Extension Agreement with Linebarger Goggan Blair & Sampson, LLP for collection of delinquent property taxes through September 30, 2030 Second: Alderman McNeal Vote: Unanimous

n. Discuss and/or take possible action on a resolution amending the meeting schedule, including cancellation of the Regular Meetings of September 24, 2026, November 26, 2026, and December 24, 2026, and calling a Special Meeting on October 1, 2026. (City Administrator Johnson)
Motion: Mayor Pro Tem Madero moved to adopt a resolution cancelling the Regular Meetings of November 26, 2026 and December 24, 2026, and striking September 24, 2026 from the schedule, with all sections renumbered accordingly Second: Alderman McNeal Vote: Unanimous

o. Discuss and/or take possible action on Milestone 3 (Go-live Approval), under the City's website development agreement with Ventured Sole LLC. (Mayor Martinez Jr.)
Item deferred at 6:41 p.m. when Ms. Bennett was unavailable. Ms. Bennett returned online at 8:37 p.m. and addressed the Council. Motion: Mayor Pro Tem Madero moved to authorize the City Administrator to coordinate go-live of the City website, provide updated photographs, and schedule staff training within the next two weeks Second: Alderman Tremblay Vote: Unanimous

p. Discuss and/or take possible action on renaming the City's "Public Works" department to the "City Maintenance" department, including any conforming amendments to the City's ordinances, organizational chart, and related administrative materials. (Mayor Martinez Jr.)
Motion: Alderman Tremblay moved to rename the "Public Works" department to the "City Maintenance" department with conforming amendments to all applicable ordinances and administrative materials Second: Alderman Crickmer Vote: Unanimous

9. Executive Session
Closed Session: 9:00 P.M. Open Session: 9:45 P.M. Conducted pursuant to Texas Government Code Chapter 551, Sections 551.071 and 551.074.

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 the appointment, employment, duties, discipline, or dismissal of City Secretary Delma Doyal, pursuant to Government Code section 551.074 (Personnel Matters). (Mayor Martinez Jr.)

c. Executive Session to deliberate the appointment, employment, duties, discipline, or dismissal of Public Works Director Priscilla Schmitt, pursuant to Government Code section 551.074 (Personnel Matters). (Mayor Martinez Jr.)

d. Executive Session to deliberate on a leave of absence of Alderwoman CJ Walker and related matters pursuant to Texas Government Code section 551.071 (Consultations with Attorney). (Mayor Martinez Jr.)

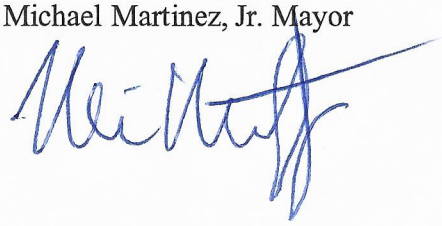
e. Executive Session to deliberate the possible action on the hiring of a City Administrator, pursuant to Government Code section 551.074 (Personnel Matters). (Mayor Martinez Jr.)

10. Adjourn

10:30 P.M.

Passed and approved this 22 day of October, 2026.

Michael Martinez, Jr. Mayor



ATTEST:

Delma Doyal City Secretary

