Mayor
Michael Martinez Jr
Alderman Place 1
John Crickmer
Alderman Place 2
David Tremblay
Alderman Place 3
Lamar McNeal
Alderman Place 4
Cynthia "CJ" Walker

Alderman Place 5/Mayor Pro Tem
Monica Madero
City Administrator
Dr. Jamaine Johnson
City Attorney
Casandra Ortiz
City Secretary
Delma Doyal

CITY COUNCIL OF THE CITY OF SANDY OAKS, TEXAS
REGULAR MEETING AND PUBLIC HEARING
MINUTES
August 27, 2026, at 6:30 p.m.

1. **Call to order and quorum call.**
   The regular meeting and public hearing was called to order at 6:31 p.m. by Mayor Michael Martinez, Jr., who presides and votes only to break a tie; no tie occurred during this meeting. A quorum was present, 6 of 6 members. Present: Mayor Michael Martinez, Jr.; Alderman John Crickmer, Place 1; Alderman David Tremblay, Place 2; Alderman Lamar McNeal, Place 3; Alderwoman CJ Walker, Place 4; Mayor Pro Tem Monica Madero, Place 5 (via Zoom). Absent: None. Staff Present: Interim City Administrator Dr. Jamaine Johnson; City Attorney Casandra C. Ortiz; City Secretary Delma Doyal; Animal Control Officer Ashley Cunningham.

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.**
   Mr. Jones addressed the Council at 6:35 p.m. regarding illegal dumping and blight on an adjacent property. Liza Lutz addressed the Council at 6:36 p.m. regarding police and ICE cooperation concerns. Susan Garcia addressed the Council at 6:40 p.m., using two speaking slots, regarding animal control, attorney and prosecutor invoices, and questions for the police department, and returned to address the Council later during Items 8h and 8c.

4. **Mayor & Administrator Announcements/Updates**
   a. Presentation of awards recognizing Community Center volunteers for their years of dedicated service. (City Administrator Johnson) The presentation was postponed until the next Council meeting because the volunteers were out of town.

   b. Status Updates: November 3, 2026 General and Special Election. (City Administrator Johnson) Interim City Administrator Dr. Johnson announced election candidates for the November third election which are Mayor Michael Martinez, Jr., Write-In candidate Mariah Scarver running for Mayor, Douglas Tomasini and Priscilla Schmitt running for Alderman Place 2, Lamar McNeal running for Alderman Place 3, Special Election Candidate, and CJ Walker running for Alderman Place 4.

c. The Interim City Administrator is coordinating a public hearing and required newspaper notification pursuant to Ordinance No. 2026-265 commercial 1 to Commercial 2 for El Tamalito De Tejas Restaurant, 21945 Priest Road, Sandy Oaks, Texas 78112; Bureau Veritas has approved the Certificate of Occupancy inspection. (City Administrator Johnson)
City Administrator stated he is planning on scheduling a public hearing in order for the residence to be able to submit from C1 to C2. Right now C1, most of us know already that C1 is light commercial. These residence are requesting to go to C2 in order to have a restaurant on Priest Road. The Mayor Pro Tem's questioned the City Administrator about the notice for public hearing and if the planning and zoning commission was given notice as both of those must be held, and have specific requirements to insure they are properly publicized? City Administrator mentioned there is no planning and zoning, but Mayor Pro Tem stated it needs to be discussed offline, and to your response, City Administrator to my question, the response No.

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 28, 2026 Special Meeting and Public Hearing. (Mayor Martinez Jr.)
Postponed to the next regular meeting.

b. Approve minutes from August 13, 2026 Regular City Council and Public Hearing Meeting. (Mayor Martinez Jr.)
Postponed to the next regular meeting.

c. Approve Invoice 1415 from Kassahn & Ortiz, P.C. (July Prosecutor Services) Not to Exceed $1,230.80. (Mayor Martinez)
Motion: Alderman McNeal moved to approve Items 5c and 5d together. Second: Alderwoman Walker Voted: Unanimous

d. Approve Invoice 1416 from Kassahn & Ortiz, P.C. (July City Attorney Services) Not to Exceed $10,269.00. (Mayor Martinez)
Covered by the same motion as Item 5c. Motion: Alderman McNeal Second: Alderwoman Walker Vote: Unanimous

6. **Staff and Committee Reports**

a. Financial Report: Report on income and expenses for July 2026 with possible discussion and/or action. Presenter: City Secretary Doyal (City Administrator Johnson)
Postponed by general consent; the wrong document was on file. No return date given.

7. **Administration - Unfinished Business**

a. Financial Report: Unfinished - Report on income and expenses for June 2026 with possible discussion and/or action. Presenter: City Secretary Doyal (City Administrator Johnson)
Postponed to the next regular council meeting at Mayor Pro Tem Madero's request, by general consent, to finish researching the $9,592.52 credit and questions about attorney and prosecutor invoices.

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)
Postponed

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, August 27, 2026, Council Meeting and Public Hearing by record vote. (Mayor Martinez)
Postponed

d. Discuss and/or take possible action on amending Ordinance No. 2025-262 to provide for livestock regulations within the city limits. (City Administrator Johnson)
Motion: Mayor Pro Tem Madero moved to authorize the City Attorney to make the necessary amendments to Ordinance No. 2025-262 to bring it into compliance with new Texas law. Second: Alderman McNeal Vote: Unanimous. Acted on after Executive Session. Item 7d, the livestock ordinance, was also discussed in Executive Session under Section 551.071 (Consultations with Attorney), added verbally under this item's general authority rather than listed separately on the agenda.

8. Administration - New Business

a. Discuss and/or take possible action on hiring a Public Works Employee. (City Administrator Johnson)
No action taken. Acted on after Executive Session.

b. Discuss and/or take possible action on the grievance of Ashley Cunningham, Animal Control Officer, contesting disciplinary action imposing demotion and reduction in base compensation. (City Administrator Johnson)
Council heard from Officer Cunningham, who testified on her own behalf. Motion: Mayor Pro Tem Madero moved to deny the grievance and affirm the prior discipline. Second: Alderwoman Walker Vote: Unanimous. Acted on after Executive Session.

c. Discuss and/or possible action on a resolution of the City Council of the City of Sandy Oaks, Texas regarding the maximum Ad Valorem tax rate for 2026 the Council will consider and setting a time, date, and location for a public hearing on the tax rate. (Mayor Martinez)
Mayor announced it is 8:28 p.m.
Motion: Alderman McNeal moved to adopt the maximum proposed ad valorem tax rate that the City Council will consider for 2026 is .356390 per $100 technical valuation and that the council will hold a public hearing on the tax rates at City Hall 22870 Priest Road, Sandy Oaks, Texas 78112, on September 10, 2026 at 6:30 p.m. and that the council adopt the 2026 ad valorem tax rate. Second: Alderman Tremblay Vote: By roll call, 5 Ayes (Alderman Crickmer, yes, Alderwoman Walker, yes, Alderman McNeal, yes, Tremblay, yes, Mayor Pro Tem Madero, yes), Motion passed, which included Resolution No. 2026-267, which also passed.

d. Discuss and/or possible action on authorizing the Interim City Administrator to advertise for Municipal Court Judge qualifications through October 2026. (City Administrator Johnson)
Motion: Alderman McNeal moved to authorize advertising for Municipal Court Judge qualifications through October 2026, with Mayor Pro Tem Madero's amendments. Second: Alderman Tremblay Vote: Unanimous.

e. Discuss and/or possible action on approving a resolution and Information Technology contract with Felipe Hernandez Jr. (City Administrator Johnson)

Motion: Mayor Pro Tem Madero moved to withdraw the signed contract with Felipe Hernandez for Information Technology services until the City Attorney's review and approval; upon review and approval, authorize the city administrator to execute the contract. Second: Alderman McNeal Vote: Unanimous.

f. Discuss and/or take possible action on the award of a contract for municipal wrecker and storage services, 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)
Motion: Mayor Pro Tem Madero moved to proceed month-to-month with Texas Towing pending the wrecker and storage services' RFP. Second: Alderman Crickmer Vote: Unanimous.

g. Discuss and/or take possible action on authorizing the Interim City Administrator to advertise a Request for Proposals for municipal solid waste collection and disposal services upon expiration of the existing contract with Waste Connections on the Texas Municipal League website and the City website through October 2026. (City Administrator Johnson)
Motion: Alderman McNeal moved to advertise a Request for Proposals for solid waste collection and disposal services. Second: Alderwoman Walker. The motion was withdrawn before a vote; the draft RFP was not included in the packet. Returns at the next regularly scheduled meeting.

h. Discuss and/or take possible action on a property registration program services offered by MuniReg, including program design, implementation, and administration to strengthen property data and reduce blight. Presenter: Michael Halpern. (City Administrator Johnson)
Motion: Alderman Tremblay moved to postpone pending Code Enforcement Officer review. Second: Alderman McNeal Vote: Unanimous. Direction given: Code Enforcement Officer George Aguilar to report back on the MuniReg proposal and whether it is worth the City's effort.

i. Discuss and/or possible action on a Resolution establishing a spring and a fall citywide yard sale Saturday preceding the respective curbside brush and bulky item collections, waiving the garage sale permit fee under Ordinance No. 2026-278. (Alderman Crickmer, City Administrator Johnson)
Motion: Alderman McNeal moved for the city attorney to draft a spring and fall yard sale resolution, waiving the permit fee (not the permit itself), for sales at residences rather than the city park. Second: Alderman Crickmer Vote: Unanimous.

j. Discuss and/or possible action on amendments to the Personnel Policy Manual, Section 19, Travel Policy, addressing training approval, mileage, meal reimbursement, and personal vehicle use. (City Administrator Johnson)
Motion: Alderman McNeal moved to authorize Mayor Pro Tem Madero to draft amendments to Section 19, Travel Policy, and bring them back for final approval. Second: Alderman Crickmer Vote: Unanimous.

k. Discuss and/or take possible action on the interior reconfiguration of Municipal City Hall to expand the Police Department evidence room, which would eliminate an office within the Animal Control section. Presenter: Chief Alvarez (City Administrator Johnson)
Council suggested contacting the City Engineer for a layout and cost recommendation.

l. Discuss and/or take possible action on a proposal for Governance Training and Council Development Services (Ethics Training Workshop for elected officials and staff) at a fee not to

exceed $2,750.00 inclusive of travel and expenses; and to authorize the City Administrator to execute the agreement and set the workshop date. (City Administrator Johnson)
Motion: Alderman Tremblay moved to postpone indefinitely. Second: none recorded; Vote: none taken

m. Discuss and/or take possible action on authorizing the City Attorney to prepare a Memorandum of Understanding between the City of Sandy Oaks and Playa Enterprises, LLC, regarding the potential expansion of the City's Extraterritorial Jurisdiction to include the Oaks at Waterwood Subdivision and the subsequent annexation thereof. (City Administrator Johnson)
Motion: Mayor Pro Tem Madero moved to resend the existing document to Playa Enterprises, LLC rather than draft a new Memorandum of Understanding. Second: Alderman Crickmer Vote: Unanimous.

n. Discuss and/or take possible action on hosting the Annual National Night Out on Tuesday, October 6, 2026, at 5:00 PM at the Shops of Sandy Oaks parking lot. (City Administrator Johnson)
No action taken.

o. Discuss and/or take possible action on termination of the Agreement for Services between the City of Sandy Oaks, Texas and Western Welding, LLC for fabrication and installation of the Tom Repino Park entry sign. (City Administrator Johnson)
Motion: Alderman Tremblay moved to demand a $3,000 refund and terminate the Western Welding, LLC contract. Second: Alderman Crickmer Vote: Unanimous.

9. 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), 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. **Closed Session: 8:34 p.m. Open Session: 9:06 p.m.**

a. Executive Session to deliberate on the hiring of a Public Works Employee, related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (Mayor Martinez Jr.) See Item 8a.

b. Executive Session to deliberate on the grievance of Ashley Cunningham, Animal Control Officer, contesting disciplinary action imposing demotion and reduction in base compensation, related matters pursuant to Texas Open Meetings Act, Chapter 551 of the Texas Government Code, Section 551.074. (Personnel Matters) (Mayor Martinez Jr.) See Item 8b.

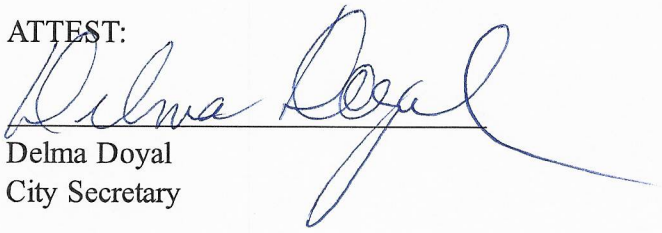
10. Adjourn

9:19 p.m.

Passed and approved this 22nd day of October, 2026.

Michael Martinez, Jr.
Mayor

ATTEST:



Delma Doyal
City Secretary