

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
June 25, 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 on Thursday, June 25, 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 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. 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.**
- Town Hall moderated by the Mayor and City Administrator to allow for questions and public comment 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. June 27, 2026, at 10:30 AM: 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 4, 2026, at 11:00 AM: Fourth of July Celebration. Food, water slide, crafts, and community vendors. Bring sunscreen and towels. (City Administrator Johnson)
- c. July 25, 2026, at 10:30 AM: 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)

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 June 11, 2026, Regular City Council and Town Hall Meeting. (Mayor Martinez)
- b. Approve invoice from the Law Offices of Frank Dickson for legal services rendered March 24, 2026, through May 22, 2026, not to exceed \$3,582.50. (Unfinished Business) (Mayor Martinez)
- c. Approve minutes from May 14, 2026, Regular City Council and Town Hall Meeting. (Unfinished Business) (Mayor Martinez)
- d. Approve Invoice 1406 from Kassahn & Ortiz, P.C. (May City Attorney Services) Not to Exceed \$5,640.00. (Mayor Martinez)
- e. Approve Invoice 1405 from Kassahn & Ortiz, P.C. (May Prosecutor Services) Not to Exceed \$645.00. (Mayor Martinez)
- f. Approve Milestone 2 (Design Approval) under the City's website development agreement with Ventured Sole LLC, in the amount of \$7,200.00. (Unfinished Business) (Mayor Martinez)
- g. Approve the purchase of a laptop computer to replace the current Municipal Court computer, in an amount not to exceed \$1,099.00, funded from budget line-item Municipal Court, Equipment, Information Technology Expenses. (City Administrator Johnson)

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,)

8. Administration – Unfinished Business

- a. Discuss and/or take possible action regarding the review and possible amendment of Ordinance No. 2025-262, pertaining to livestock regulations within the city limits, and directing the City Attorney to prepare a revised ordinance in accordance with Council direction. Presenter: Animal Control Officer Cunningham (City Administrator Johnson)
- b. Discuss and/or take possible action on Ordinance No. 2026-276, amending Ordinance No. 2026-273 (Fiscal Year Budget) for municipal purposes to add appropriate funds for line items in the following departments: Animal Control, Municipal Court, Police, Public Works, and Parks. (Mayor Martinez)

9. Administration – New Business

- a. Discuss and/or take possible action regarding the City's extraterritorial jurisdiction boundary and annexation authority. (City Administrator Johnson)
- b. Discuss and/or possible action on the appointment, employment, duties, discipline, or dismissal of Interim City Administrator. (Mayor Martinez)
- c. Discuss and/or possible action on the readvertising of the City Administrator position for purposes of recruitment and potential future appointment. (Mayor Martinez)
- d. Discuss and/or take possible action to authorize the Interim City Administrator to negotiate a contract with the Municipal Court Judge for a term effective June 2026 through November 2026. (City Administrator Johnson)
- e. Discuss and/or take possible action on a Resolution ratifying the Interim City Administrator's

execution of a services contract with Bureau Veritas North America, Inc., for building inspection, plan review, and code enforcement services. (City Administrator Johnson)

- f. Discuss and/or take possible action for the City Attorney to prepare a Resolution acknowledging the City's approved Law Enforcement Officer Standards and Education (LEOSE) Fund allocation from the Texas Comptroller of Public Accounts to be used for police officer training. (City Administrator Johnson)
- g. Discuss and/or take possible action to authorize the Interim City Administrator to negotiate and execute an addendum to the contract with City Engineer, 6S Engineering, Inc. (City Administrator Johnson)
- h. Discuss and/or take possible action on Ordinance No. 2023-231 amending the garage sale ordinance to conform the permit fee to the Master Fee Schedule. (City Administrator Johnson)
- i. Discuss and/or take possible action on Ordinance No. 2023-219 amending the plat/subdivision ordinance to conform plan-review fees to the Master Fee Schedule. (City Administrator Johnson)
- j. Discuss and/or take possible action on Ordinance No. 2021-178 amending the residential rental property ordinance to conform the registration and inspection fee to the Master Fee Schedule. (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 on the City's extraterritorial jurisdiction boundary and annexation authority pursuant to Government Code Section 551.071 (Consultation with Attorney).
- b. Executive Session to deliberate the appointment, employment, duties, discipline, or dismissal of Interim City Administrator, pursuant to Government Code section 551.074 (personnel matters). (Mayor Martinez)
- c. Executive Session to deliberate the readvertising of the City Administrator position for purposes of recruitment and potential future appointment, pursuant to Government Code section 551.074 (personnel matters). (Mayor Martinez)
- d. Executive Session to deliberate the appointment, employment, and duties of a Municipal Judge for the Municipal Court pursuant to Government Code Section 551.074 (Personnel Matters). (City Administrator Johnson)

11. Adjourn

I certify that the above notice of a regular meeting was posted at City Hall at 3:00 p.m. and on the City's website on June 18, 2026. The notice remained posted continuously in accordance with the Texas Open Meetings Act.

Delma Doyal, City Secretary