

Public Sign-In Sheet

Your co-cooperation is appreciated.

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CITY OF BRACKETTVILLE
REGULAR COUNCIL MEETING
May 13, 2025
CITY ANNEX, 1459 WEST HWY 90
BRACKETTVILLE, TEXAS 78832
6:00 P.M.

1. Invocation
2. Pledge of Allegiance
3. Call of Order
4. Roll Call and Establishment of Quorum
5. Citizens Recognition and Communication

CANVASSING OF ELECTION

6. Canvassing of City General Elections. No election was held. Both candidates ran unopposed.
7. Oath of office for elected Alderperson for Refugio Martinez.
8. Oath of office for elected Alderperson for Jesus Zamora
9. Election of Mayor Pro-Tem.

MINUTES

10. Consideration and possible approval of minutes for regular City Council meeting on April 15, 2025.

MONTHLY REPORTS:

11. Consideration and discussion of the monthly report presented by Animal Control Officer Damian Villarreal regarding work performed and pending projects in the city public works department.
 - a. Monthly report for April 2025

12. Consideration and discussion on monthly report presented by Operation Supervisor Michael Falcon

b. Monthly report for April 2025

13. Consideration and discussion of the monthly report presented by Interim City Administrator Mike Ford regarding City business.

c. Monthly report for April 2025

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

14. Consideration and possible action regarding ratification of Michael Ford as interim City Administrator.
15. Consideration and possible action regarding hiring of front office worker from Texas Workforce Commission (TWC) Out-of-School Youth Program.
16. Update from City Grant Writers regarding CDV25-036 CBDG Grant Application; possible action regarding same.
17. Update from City Grant Writers regarding the adoption of the Multi-Jurisdictional Hazard Mitigation Plan; possible action regarding same.

ORDINANCE

18. Consideration and possible action on second reading of Ordinance #2025-15-04-BA amending the 2024-2025 budget adopted by Ordinance #2024-10-09 BO to adjust Election Expense revenue and appropriations to maintain and repair sewer for manholes and replace sewer lines by Community Center on Spring St.

EXECUTIVE SESSION

19. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas Government Code; consultation with Attorney and discussion of personnel matters regarding temporary hourly wage adjustment for Michael Ford; possible action in open session regarding same, which may include salary and job description adjustments.
20. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas Government Code; consultation with Attorney and discussion of personnel matters

regarding hourly wage adjustment for Claudia Pacheco; possible action in open session regarding same, which may include salary and job description adjustments.

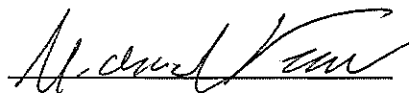
21. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas Government Code; consultation with Attorney and discussion of personnel matters regarding hourly wage adjustment for Bella Guajardo; possible action in open session regarding same, which may include salary and job description adjustments.
22. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas Government Code; Consultation with Attorney and discussion of personnel matters regarding Annual Evaluation of Maintenance Employee Jose Castillo job performance; possible action in open session regarding same, which may include salary and job description adjustments.
23. Executive session pursuant to Section 551.071 and 551.072, Chapter 551, of the Texas Government Code; consultation with Attorney and discussion of the purchase, lease, or value of real property, regarding offer from Ricardo Rojas Jr. for the purchase of land on Sheedy and Henderson St; possible action in open session regarding same.

ADJOURNMENT:

24. Adjourn

The City Council reserves the right to consider business out of the posted order and the right to adjourn into executive session to discuss items, which are not listed as Executive Session items but which qualify to be discussed in closed session under Chapter 551 of the Texas Government Code, including attorney-client matters.

The undersigned does hereby attest that the agenda mentioned above was posted on the Bulletin Board located at City Hall, 119 West Spring Street on Friday, April 11, 2025 at 4:00p.m.



Michael Ford
Interim City Administrator

MINUTES
CITY OF BRACKETTVILLE
REGULAR COUNCIL MEETING
April 15,2025
CITY ANNEX, 1459 W. HWY 90

The City Council of the City of Brackettville held a Regular Council meeting on April 15,2025 at 6:00 p.m. at the City Annex located on 1459 W Hwy 90 Brackettville, TX 78832. All notices were duly posted in accordance with the law.

1. Invocation

Invocation led by Alderman Charles Hall

2. Pledge of Allegiance

Pledge of Allegiance led by Mayor Mike Aguirre

3. Call of Order

Mayor Mike Aguirre called meeting to order at 6:00 p.m.

4. Roll call and Establishment of Quorum

City Administrator Nora Rivas led roll call.

Present: Alderman Charles Hall, Alderman Severo Martinez, Alderman Refugio Martinez, Alderwoman Francisca Hernandez arrives @6:15 p.m.,
Not present: Alderman Isauro Rivas

City Staff: City Administrator Nora Rivas and Utility Clerk Claudia Pacheco
City Attorney: Ruben Valadez, Jaime Rodriguez

5. Citizens Recognition and Communication

None

MINUTES:

6. Consideration and possible approval of minutes for March 11,2025 and Special Meeting Street Workshop March 18,2025

Alderman Severo Martinez moved to approve minutes for March 11,2025 seconded by Alderman Charles Hall All in favor. Motion carries.

Alderman Charles Hall moved to approve minutes for March 18, 2025, seconded by Alderman Refugio Martinez. All in favor. Motion carries.

MONTHLY REPORTS:

7. Consideration and discussion of the monthly report presented by Animal Control Officer Damien Villarreal regarding work performed for animal control within the city.

- a. Monthly report for March 2025

See attachment:

8. Consideration and discussion of the monthly report presented by the Interim-Operations Supervisor Michael Ford regarding work performed and pending projects in the city public works department.

- b. Monthly report for March 2025.

See attachment:

9. Consideration and discussion of the monthly report presented by City Administrator Nora Y. Rivas regarding city business.

- c. Monthly report for March 2025.

See attachment:

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

10. Update by City Grant Writers on the status of city grants.

City Grant writer Candy Hobbs updated the council that we would be closing Fulton St for 2 days and collecting data. El Paso ST grant has been completed.

11. Discussion and possible action regarding city brush collection.

The council directed City Administrator Nora Rivas to look into renting a chipper.

12. Consideration and possible action regarding possible improvements to city animal control facilities.

No action.

13. Consideration and possible action on offer from Fort Clark Municipal Utility District General Manager Randy Castilla for the purchase of used jetting machine.

General manager Randy Castilla requested to purchase used jetting machine.

ORDINANCE:

14. Consideration and possible action on First Reading of Ordinance #2025-15-04 BA amending the 2024-2025 budget adopted by Ordinance #2024-10-09 BO to adjust Election Expense revenue and appropriations to maintenance and repair sewer for manholes and replace sewer lines by Community Center on Spring St.

Aldерwoman Francisca Hernandez moved to approve, seconded by Alderman Charles Hall. All in favor. Motion carries.

RESOLUTION:

15. Consideration and possible action on Resolution #2025-15-04 declaring certain property as surplus and authorizing its disposal.

Alderman Charles Hall moved to approve, seconded by Alderman Severo Martinez. Alderman Refugio Martinez abstained. Motion carries.

EXECUTIVE SESSION:

Mayor Mike Aguirre called meeting into executive session @ 6:50 p.m.

Mayor Mike Aguirre reconvened the meeting into open session @7:12 p.m.

16. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas government Code- Consultation with attorney and discussion of personal matters- Annual evaluation on Juan Rivas CDL driver for refuse truck job performance; possible action in open session regarding same which may include salary and job description adjustments.

Aldерwoman Francisca Hernandez moved to approve salary adjustment as discussed in executive session, seconded by Alderman Severo Martinez. Alderman Charles Hall abstained. Motion carries.

17. Executive session pursuant to Section 551.071, Chapter 551, of the Texas government Code- Consultation with attorney regarding \$.50 cent charge for city customer receipts; possible action in open session regarding same.

No action.

ADJOURNMENT:

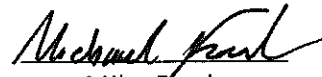
18. Adjourn

Alderwoman Francisca Hernandez moved to adjourn, seconded by Alderman Severo Martinez. All in favor. Motion carries.

Meeting adjourned @7:30 p.m.

Approved and passed on May 13, 2025.

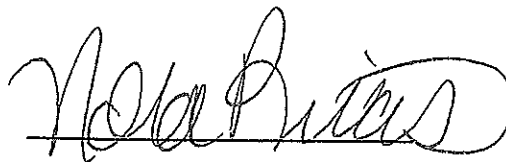
Attest:


Mike Aguirre
Mayor
Mike Ford
Interim-City
Administrator

City of Brackettville
P. O. Box 526
Brackettville, Texas 78832
April 15, 2025

City Administrator Report

- On Tuesday April 1, we had an inspector that was sent from TML go the Standpipe on FM 334. We do have 2 water leaks spewing from the standpipe. He did a walkthrough of the Standpipe and took pictures. He said he was going to make a report and submit pictures to TML (Texas Municipal League). We have not received any information from TML.
- I have been attending meetings at the Fire Station for the Emergency Support Function (ESF) #15 - Public Information as part of Kinney County's Emergency Operation Plan.
- I had a Zoom Meeting with WUTAP on Wednesday, April 8. We are coordinating a meeting at the office to go over water rates and see about water loss within the City. They will be at City Hall all day, no date yet.
- I submitted to TML (Texas Municipal League) a list of vehicles that we no longer have they have been removed.



Nora Rivas
City Administrator

ANIMAL CONTROL REPORT

November 12

DOGS

March 9, 2025 to April 9, 2025

Total dogs	Released to owner	Taken to Clinic	Adopted out	Currently Held
14	3	1	0	9

Superintendent of Operations Report

April 4, 2024

Major jobs:

1. Ditch clean up along Pafford spray weed killer clear of big debris
2. Brush pick stopped half way through West Side. Fort Clark area is full.
3. Bulk-pick up for both sides.
4. No Parking signs on Wolf Alley behind school are in place.
5. Wolf alley repaired
6. Water Leak at Pafford and Thomas.
7. Sewer at Community center. Locate requested. Tx Dot approval requested.
8. City well at water tower 23.4 ft down 1ft since last month. City hall well 12.6 down 2ft.

UP Coming jobs:

1. Continue with Water meter replacements.
2. Continue with gas meter replacements.
3. Repairs adding material to some roads, that pot hole filling wont fix currently working on Thomas St.
4. Mosquito spraying, machine is down. Replacement parts are on order.

Ongoing jobs:

1. Continue with brush when able to
2. Bulk-pick up and containers sent out
3. Trimming

ANIMAL CONTROL REPORT

May 12, 2025

DOGS

April 10th to May 12th

Total dogs	Released to owner	Taken to Clinic	Adopted out	Currently Held
4	1	1	1	1

Total calls 6

Superintendent of Operations Report

May 13, 2025

Major jobs:

1. Picking up Brush West completed, starting on East side.
2. Covert put in on EL Paso to help with drainage
3. Cleared Lot at the end of 2nd St. to connect to alley
4. Shredding arroyos
5. Varies water leaks 8 total
6. Sewer connection on Louise St.
7. Sewer at community center completed by contractors.
8. Pump maintenance for water pumps
9. Backhoe maintenance oil change

UP Coming jobs:

1. Continue with Water meter replacements.
2. Continue with gas meter replacements.
3. Mosquito spraying, machine is being worked on

Ongoing jobs:

1. Continue with brush
2. Bulk-pick up and containers sent out
3. Trimming

Work Orders	5/9/2025
Water turn on & New Service	5
Turn off Services	4
Water/ Gas Turn on / Off (temp)	0
GAS TURN ON	3
GAS TURN OFF	1
TRANSFER OF SERVICES	0
GAS / GET READING	0
WATER/ GET READING	0
DISCONNECTS	7
RECONNECTS	5
GAS LEAK /SMELL	0
WATER LEAK	3
GAS METER CHANGE OUT/ INSTALL/REMOVE/CHECK	0
WATER METER CHANGE OUT/ INSTALL/REMOVE/CHECK	4
SHUT IN TEST	0
REPLACE METER BOX	0
REPLACE LID ON METER	0
REPLACE WATER VALVE	0
SEWER PROBLEM	2
WATER / SEWER TAP	0
BUILDING PERMIT INSPECTION	0
SET ANIMAL TRAP	0
Pick up Animal	3
Pick up Brush	0
Pick up Metal	0
MISC.	49

**CITY OF BRACKETTVILLE, TEXAS
RESOLUTION NO. _____**

A RESOLUTION OF THE CITY OF BRACKETTVILLE, TEXAS, ADOPTING THE KINNEY COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN, AS REQUIRED BY THE FEDERAL DISASTER MITIGATION ACT OF 2000.

WHEREAS, the City of Brackettville, Texas, recognizes the threat that natural hazards pose to people and property within the community; and

WHEREAS, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

WHEREAS, the U.S. Congress passed the Disaster Mitigation Act of 2000, emphasizing the need for pre-disaster mitigation of potential hazards; and

WHEREAS, the Act made available hazard mitigation grants to state and local governments; and

WHEREAS, an adopted Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under the Federal Emergency Management Agency (FEMA) pre- and post-disaster mitigation grant programs; and

WHEREAS, the City of Brackettville, in coordination with Kinney County and its participating jurisdictions, has fully participated in the FEMA-prescribed mitigation planning process to prepare the Kinney County Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, the Texas Division of Emergency Management and FEMA have reviewed the Kinney County Multi-Jurisdictional Hazard Mitigation Plan and approved it contingent upon its formal adoption by participating jurisdictions; and

WHEREAS, the City of Brackettville desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning and mitigation efforts by formally adopting the plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRACKETTVILLE, TEXAS:

1. The City Council hereby adopts the **Kinney County Multi-Jurisdictional Hazard Mitigation Plan** in its entirety as the official Hazard Mitigation Plan of the City of Brackettville.
2. The City Council will pursue the implementation of the recommended actions contained in the plan to the extent practicable.

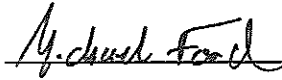
3. The City Council will continue to participate in the ongoing multi-jurisdictional planning process as established by Kinney County and coordinated by the Kinney County Emergency Management Coordinator.
4. This resolution shall become effective upon its adoption.

PASSED AND APPROVED this 13th day of May, 2025.



Signature of City Mayor

Attest:



Signature of City Secretary

05/07/25

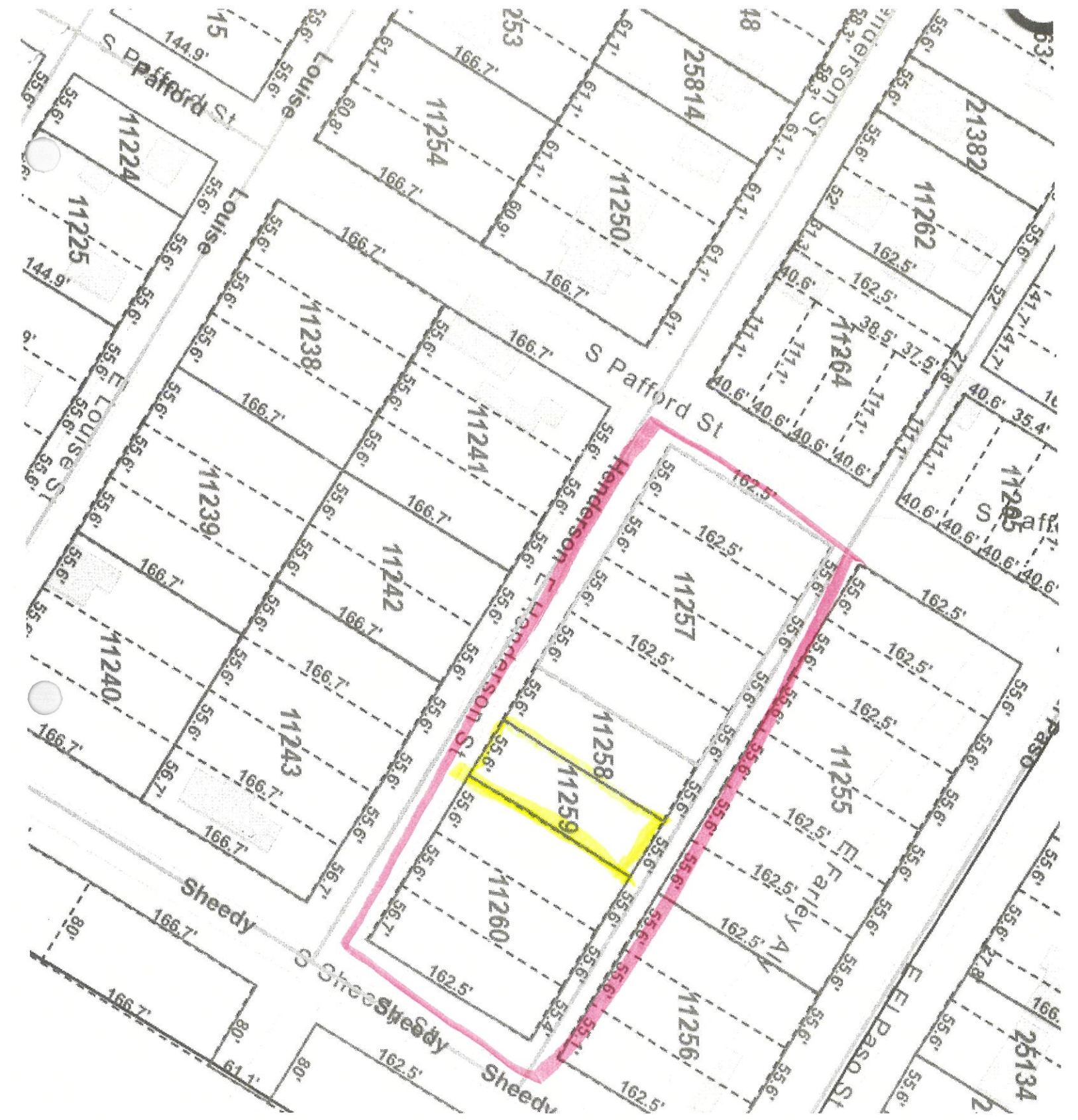
To: Mayor and
City Council

My name is Ricardo Rojas Jr.
I have three lots on the east side
of Brackett (streets Shady and Henderson)
11260. I want to extend a petition
on buying lot # 11259 which is the
city property. I'm interested on buying,
if it would be possible. I plan to attend
the meeting on May 13, 25. My bid
\$2,700.

Thank you

830 563-5329

Ricardo Rojas



Public Sign-In Sheet

Your co-cooperation is appreciated.

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CITY OF BRACKETTVILLE
SPECIAL COUNCIL MEETING
May 27, 2025
CITY ANNEX, 1459 WEST HWY 90
BRACKETTVILLE, TEXAS 78832
6:00 P.M.

Cancelled

1. Invocation
2. Pledge of Allegiance
3. Call of Order
4. Roll Call and Establishment of Quorum
5. Citizens Recognition and Communication

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

6. Consideration and possible action regarding participation in the TEXTMYGOV program.
7. Consideration and possible action regarding Financial Management System Self-Assessment from TxCDGB.
8. Consideration and possible action regarding advertising for City Administrator position.
9. Consideration and possible action regarding quote from Maguire, Inc. for necessary repairs to stand pipe.
10. Consideration and possible action regarding quotes for necessary repairs to ground storage tank on Sweeney St.
11. Consideration and possible action regarding the hiring of KFORD group to provide accounting services to the City.

EXECUTIVE SESSION

12. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas Government Code; consultation with attorney and discussion of personnel matters

regarding current office responsibilities of Claudia Pacheco; possible action in open session regarding same, which may include wage and job description adjustments.

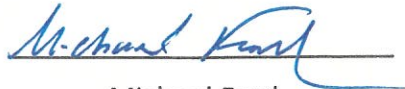
13. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas Government Code; consultation with attorney and discussion of personnel matters regarding current office responsibilities of Bella Guajardo; possible action in open session regarding same, which may include wage and job description adjustments.
14. Executive session pursuant to Section 551.071, Texas Government Code; consultation with attorney regarding legal issues related to the resignation of former City Administrator, including potential claims or litigation; possible action in open session regarding same.

ADJOURNMENT:

15. Adjourn

The City Council reserves the right to consider business out of the posted order and the right to adjourn into executive session to discuss items, which are not listed as Executive Session items but which qualify to be discussed in closed session under Chapter 551 of the Texas Government Code, including attorney-client matters.

The undersigned does hereby attest that the agenda mentioned above was posted on the Bulletin Board located at City Hall, 119 West Spring Street on Friday, April 11, 2025 at 4:00p.m.

A handwritten signature in blue ink, appearing to read "Michael Ford", is written over a horizontal line.

Michael Ford
Interim City Administrator