

CITY OF BRACKETTVILLE
REGULAR COUNCIL MEETING
MARCH 11, 2025
CITY ANNEX, 1459 WEST HWY 90
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

PROCLAMATION

6. Consideration and possible action proclaiming the Month of March as American Red Cross Month.

MINUTES

7. Consideration and possible approval of minutes for February 11, 2025 and Special Meeting-Street Workshop February 27, 2025.

MONTHLY REPORTS:

8. 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 February 2025

9. Consideration and discussion on monthly report presented by Interim Operation Supervisor Mike Ford.

b. Monthly report for February 2025

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

c. Monthly report for February 2025

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

11. Consideration and Possible Action on Certification of Unopposed Candidates for the May 3, 2025 City of Brackettville Election.
12. Consideration and Possible Action on Sample Order of Cancellation for the May 3, 2025 City of Brackettville Election.
13. Consideration and Possible Action on the Adoption of an Excessive Force Policy TDA Form A1003.
14. Consideration and Possible Action on the Adoption of Code of Conduct TDA Form A1002.
15. Consideration and Possible Action on the Adoption of Section 504 Discrimination Based on Handicap Policy TDA Form A1004.
16. Consideration and Possible Action on authorizing of City Administrator Nora Rivas to form and collaborate with individuals/organizations on the completion of a Section 504 Self Evaluation Document TDA Form A1006.
17. Consideration and Possible Action on the Adoption of a Fair Housing Policy TDA Form A1015.
18. Consideration and Possible Action on the Fair Housing Month Proclamation TDA Form A1007.
19. Consideration and Possible Action on the Certification of Violence Against Women Act CDBG Form A1025.
20. City Grant Writers informing on Submission of two required notices to the newspaper: Fair Housing Month & Civil Rights Notices
21. City Grant Writers informing on the CDV25-0367 Status of Contract with Engineering Firm 6S and April 2nd Deadline to identify proposed activity, location of improvements, and boundaries of the identified benefit area.

22. Consideration and Possible Action on the Completion, signing and upload of required documents for the CISA Cyber Hygiene Vulnerability Scan. This process is one of the eligibility requirements for the State and Local Cybersecurity Grant Program Objective 1 Governance and Planning. Required documents include the CISA Assessment Service Request Form (SLCGP) and Acceptance Letter.

RESOLUTIONS

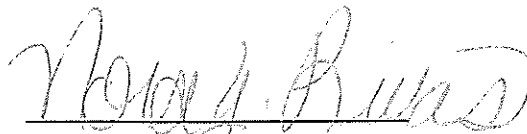
23. Consideration and Possible Action on Resolution 2025-11-03 providing for an Authorized Signatory for the Texas Department of Agriculture CDBG Grant.
24. Consideration and Possible Action on Resolution 2025-11-03 adopting policies pursuant to the granting of an award of TxCDBG funding through a TxCDBG Grant from the Texas Department of Agriculture.
25. Consideration and Possible Action on Amending Resolution 2024-10-09 HO.

ADJOURNMENT:

26. 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, March 7, 2025 at 4:00p.m.



Nora Y. Rivas
City Administrator

ANIMAL CONTROL REPORT

March 7, 2025

DOGS

Total dogs	Released to owner	Taken to Clinic	Adopted out	Currently Held
8	3	1	4	0

February 7, 2025- March 7, 2025

10 Calls for dogs

1 Report of citizen letting dog out of city set trap.

Superintendent of Operations Report

March 6, 2025

Major jobs:

1. Sewer issue at Community Center complaints of back up when events are held.
2. City wide brush pick up.
3. City wide metal pick up.
4. Bulk pick-up.
5. Daily well readings. 22 ft at water tower as of March 6, 2025.
6. Wind storm clean up. Down Trees, Branches, Reporting down or low lines.
7. Gas training for Damian, Desiree, Mike.

UP Coming jobs:

1. Continue on Water meter replacements.
2. Gas training for Jorge, Carl, and Mandi.
3. Continue on gas meter replacements.
4. Repairs adding material to some roads, that pot hole filling wont fix currently working on Thomas St.

Ongoing jobs:

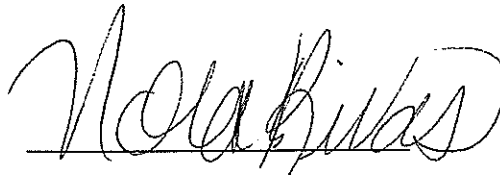
1. Brush
2. Metal
3. Bulk
4. Trimming

Work Orders	3/7/2025
Water turn on & New Service	7
Turn off Services	5
Water/ Gas Turn on / Off (temp)	1
GAS TURN ON	1
GAS TURN OFF	0
TRANSFER OF SERVICES	0
GAS / GET READING	3
WATER/ GET READING	28
DISCONNECTS	9
RECONNECTS	5
GAS LEAK /SMELL	0
WATER LEAK	3
GAS METER CHANGE OUT/ INSTALL/REMOVE/CHECK	1
WATER METER CHANGE OUT/ INSTALL/REMOVE/CHECK	3
SHUT IN TEST	0
REPLACE METER BOX	0
REPLACE LID ON METER	0
REPLACE WATER VALVE	0
SEWER PROBLEM	3
WATER / SEWER TAP	0
BUILDING PERMIT INSPECTION	0
SET ANIMAL TRAP	0
Pick up Animal	4
Pick up Brush	1
Pick up Metal	0
MISC.	12

City of Brackettville
P. O. Box 526
Brackettville, Texas 78832
March 11, 2025

City Administrator Report

- May 3 Elections for the City of Brackettville have been cancelled. In May we will be swearing in the incumbent Alderman Refugio Martinez and the upcoming Alderperson Jesus "Tony" Zamora.
- If you recall in the week of February 18-21, we had some really cold days and nights. We had issues with the ground water storage tank on RR 2804 it was overflowing at times. As temperatures were rising the water leak did stop. Men did wrap the pipes a little more and a heater was put in the building.
- I am working on a property and liability coverage data form for Texas Municipal League (TML). It is due by March 21, 2025.
- I attended on Thursday March 6 the Chamber of Commerce Meeting. They are asking for someone to represent the City at every meeting.

A handwritten signature in dark ink, appearing to read "Nora Rivas", written over a horizontal line.

Nora Rivas
City Administrator

AMERICAN RED CROSS MONTH, 2025
City of Brackettville Proclamation

This March, we celebrate American Red Cross Month by recognizing the compassionate acts of people in the City of Brackettville and by renewing our commitment to lend a helping hand to our neighbors in need.

Since Clara Barton founded the American Red Cross more than 140 years ago, generation after generation has stepped up to deliver relief and care across our country and around the world, bringing out the best of humanity in times of crisis.

Advancing this noble mission, the volunteers, and supporters who now give back through the American Red Cross Hill Country Chapter remain unwavering in their commitment to prevent and alleviate human suffering in the face of today's emergencies.

Their voluntary and generous contributions shine a beacon of hope in people's darkest hours — whether it's delivering shelter, food and comfort during disasters; supporting service members, veterans and their families; saving lives with first aid, CPR, AED and other skills; or delivering international aid and reconnecting loved ones separated by global crises.

This work to uplift our community is truly made possible by those who selflessly answer the call to help, whenever and wherever it's needed. We hereby recognize this month of March in honor of their remarkable service, and we ask everyone to join in their commitment to care for one another.

Now, therefore, I, Miguel Aguirre, Mayor of Brackettville, Texas do hereby proclaim March 2025 as American Red Cross Month. I encourage all citizens to support this organization and its noble humanitarian mission.

Signed this 11th day of March, 2025

Attest:

Mayor, Miguel Aguirre,
Mayor of Brackettville, Texas

City Administrator, Nora Rivas

MINUTES
CITY OF BRACKETTVILLE
REGULAR COUNCIL MEETING
February 11, 2025
CITY ANNEX, 1459 WEST HWY 90
6:00 P.M.

The City Council of the City of Brackettville held a Regular Meeting on February 11, 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

Led by Alderman Charles W. Hall.

2. Pledge of Allegiance

Pledge of Allegiance led by Mayor Miguel Aguirre.

3. Call of Order

Mayor Miguel Aguirre called the meeting to order at 6:01 P.M.

4. Roll Call and Establishment of Quorum

Roll Call led by City Administrator Nora Y. Rivas

Present: Alderman Refugio Martinez, Alderman Charles W. Hall, Alderman Isauro Rivas, and Mayor Miguel Aguirre.

Staff Present: City Administrator, Nora Y. Rivas, General Clerk, Bella Guajardo and

Interim Operations Supervisor, Mike Ford.

City Attorney Ruben O. Valadez

Alderwoman Fransisca Hernandez attended meeting at 6:13pm.

5. Citizens Recognition and Communication

Chief Appraiser, Todd Tate, stated he was not in agreement with the reasoning for the denial of sale of property he was interested in.

Cindy Hayter addressed concerns she had with animal control and stated she would be available to contribute in efforts to assist with this matter.

MINUTES

6. Approval of minutes for January 14, 2025.

Alderman Charles Hall motioned to approve minutes for January 14, 2025. Seconded by Alderman Refugio Martinez.

Abstained by Alderman Isauro Rivas. Motion carries.

MONTHLY REPORTS

7. Consideration and discussion of the monthly report presented by the Animal Control Officer Damian Villareal regarding work performed and pending projects in the city public works department.

See attachment.

8. Consideration and discussion on monthly report presented by Interim Operations Supervisor Mike Ford.

See attachment

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

See attachment.

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS

10. Public Hearing on the Submission of the 2025 Community Development Block Grant (CDBG) Application and Adoption of the Citizen Participation Plan.

Public Hearing led by City Grant writers, Alma Gutierrez and Candy Hobbs. Community needs were shared by citizens present at the meeting, application process and the citizen participation plan were explained.

Alderman Refugio Martinez motioned to approve submission of the 2025 CDBG Application and Adoption of the Citizen Participation Plan. Seconded by Alderman Charles Hall. All in favor. Motion carries.

11. Consideration and possible action on the acceptance of two generators through the Kinney County Critical Facility Permanent Generators DR4485-0100 for the City of Brackettville's City Hall and Lift Station. Total Cost \$170,710.24 – The City of Brackettville's cost share will total 18% of the total cost. 10% (\$17,071.02) as a federal

required match and 8% (\$13,656.81) Asi Grant Consulting for grant application development/preparation services. Total Cost: \$30,727.83.

Presentation was made by City Grant writers, Alma Gutierrez and Candy Hobbs regarding the acceptance of two generators for the Brackettville City Hall and Lift Station at 18% of the total cost.

Alderman Refugio Martinez motioned to approve waiver and accept two generators. Seconded by Alderman Charles Hall. All in favor. Motion carries.

12. Consideration and possible action regarding the opening, review, evaluation and ranking of proposals for the development of a City of Brackettville Cybersecurity Plan.

City Council discussed and reviewed one and only proposal from Amanda Frerich.

13. Consideration and possible action regarding the selection of a Cybersecurity Plan Developer, and authorizing City Administrator and Legal to negotiate a contract.

Presentation was made by City Grant writers, Alma Gutierrez and Candy Hobbs on the Cybersecurity Plan.

Alderman Refugio Martinez motioned to authorize legal contract with Amanda Frerich as the selection of Cybersecurity Plan Developer with City Administrator Nora Y. Rivas. Seconded by Fransisca Hernandez. All in favor. Motion carries.

14. Consideration and possible action regarding the opening, review, evaluation and ranking of proposals for engineering/architectural/surveying firms for the City of Brackettville's 2025 Texas Community Development Block Grant Program.

Qualifications from the following Engineering Firms were reviewed and ranked by City Council:

65 Engineering
Dirksen Engineering
TRC Engineering
Meta Engineering

15. Consideration and possible action regarding the Order of General Election for the City of Brackettville on Saturday, May 3, 2025, for the purpose of Alderperson Place 1, and Alderperson Place 3.

Alderman Charles Hall motioned to approve City Election Order, places on ballot, as well as location of elections to take place at 210 W. James St. Seconded by Fransisca Hernandez. All in favor. Motion carries.

RESOLUTIONS

16. Consideration and possible action to discuss, approve or disapprove a Resolution for the submission of a grant application to the Office of the Governor for a Cybersecurity Assessment and Evaluation Grant.

Alderman Refugio Martinez motioned to approve the resolution. Seconded by Alderman Isauro Rivas. All in favor. Motion carries.

17. Consideration and possible action to approve Resolution 2025-11-02 RE calling for City General Election to be held on May 3, 2025.

Presentation made by City Administrator, Nora Rivas.

Alderman Charles Hall motioned to approve election. Seconded by Fransisca Hernandez. All in favor. Motion carries.

ORDINANCES

18. Consideration and possible action on Ordinance NO. 2025-11-02 OG an ordinance adopting an organizational chart for the City of Brackettville; establishing the structure and duties of city departments and positions; finding that the meeting at which this ordinance is passed is open to the public as required by law; providing a severability clause; and establishing an effective date.

Presentation made by City Administrator, Nora Rivas.

Alderman Charles Hall motioned to approve. Seconded by Alderman Isauro Rivas. All in favor. Motion carries.

EXECUTIVE SESSION

19. Executive session pursuant to Sections 551.071 and 551.071-Consultation with attorney regarding the value or transfer of certain real property currently in use by the Brackettville Independent School District; possible action in open session regarding same.

Council went into executive session from 7:24pm to 7:30pm.

Motion was made by Alderwoman Fransisca Hernandez and seconded by Alderman Charles Hall, to authorize City Administrator and legal to transfer real properties, Wolf Alley, Brown St., and Fulton St. to Brackett Independent School District. All in favor. Motion carries.

ADJOURNMENT

20. Adjourn

Alderman Charles W. Hall moved to adjourn the meeting. Seconded by Alderwoman Francisca Hernandez. All in favor. Motions carries.

Meeting end time- 7:32pm.

Approved and passed on March 11, 2025.

Attest:



Mayor

Miguel Aguirre



City Administrator

Nora Y. Rivas

ANIMAL CONTROL REPORT

February 7, 2025

DOGS

Total dogs	Released to owner	Euthanized	Adopted out	Currently Held
0	0	0	0	0

January 10 to February 7, 2025

6 Calls for dogs

Temporary repair to drainage. Now able to pick up dogs again.

Superintendent of Operations Report

February 7, 2025

Major jobs:

1. East Lift station pump repaired and reinstalled, back up pump sent to be serviced.
2. Water leak on Thorn St. Section replaced with pvc.
3. East side bush pick-up working on West side as of Friday Feb 7th.
4. Trim lift stations, Water and Gas stations.
5. Continue to fill bulk containers
6. Multiple small meter box leaks on valves / fittings
7. Bulk pick-up.
8. Repair to dog pound drain line.
9. Minor repairs for TECQ audit.

Ongoing jobs:

1. Well readings
2. Fill pot holes
3. Brush
4. Metal
5. Bulk
6. Trimming
7. Well level is at 21.56 ft as of 10/11/2024.

UP Coming jobs:

1. Stand pipe leaking valve.
2. Gas Meter replacements.
3. Install No parking signs on Wolf Alley.
4. Road repair on Fort.
5. Pot Holes across town.

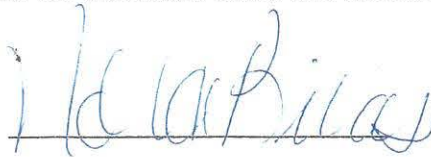
Needs:

Work Orders	2/7/2025
Water turn on & New Service	3
Turn off Services	2
Water/ Gas Turn on / Off (temp)	2
GAS TURN ON	0
GAS TURN OFF	0
TRANSFER OF SERVICES	0
GAS / GET READING	0
WATER/ GET READING	44
DISCONNECTS	13
RECONNECTS	1
GAS LEAK /SMELL	0
WATER LEAK	11
GAS METER CHANGE OUT/ INSTALL/REMOVE/CHECK	10
WATER METER CHANGE OUT/ INSTALL/REMOVE/CHECK	2
SHUT IN TEST	0
REPLACE METER BOX	0
REPLACE LID ON METER	0
REPLACE WATER VALVE	0
SEWER PROBLEM	6
WATER / SEWER TAP	0
BUILDING PERMIT INSPECTION	0
SET ANIMAL TRAP	1
Pick up Animal	0
Pick up Brush	0
Pick up Metal	0
MISC.	13

City of Brackettville
P. O. Box 526
Brackettville, Texas 78832
February 11, 2025

City Administrator Report

- City Election is May 3, 2025. Applications for Alderperson Place 1 and Alderperson Place 3 may be picked up at City Hall. Applications are due back by February 14 before 5:00 p.m.
- In the month of December I worked on a Workers Comp Audit for Texas Municipal League (TML) had to send report of the 941's and Workers Comp being reported. A classification list of all City employees. We passed and even got a credit of \$3,279.00. We do this report every December.
- In January I received an email from Texas Municipal League on the deductibles for the city buildings. It stated that if we raised the deductible, we could be saving money in the long run. Our deductible went up and we got a credit of \$4,483.00.
- Brush is being picked up within the City.
- On Friday, January 17, Texas Commission of Environmental Quality (TCEQ) was here Water Operator Randy Castilla did the walkthrough with Shelby Martinez. It was an Inspection Comprehensive Compliance Investigation. We did have to fix small water leaks and a hose. Pictures of the corrective action were submitted to Ms. Martinez.
- We do have a water leak on the standpipe on Highway 334, a claim has been submitted to Texas Municipal League. I did receive a call from the adjuster, they are working on sending someone to look at the standpipe.
- City Hall will be closed for the Observance of President's Day on Monday, February 17, 2025.



Nora Rivas
City Administrator

MINUTES
CITY OF BRACKETTVILLE
SPECIAL MEETING
STREET WORKSHOP
February 27, 2025
CITY HALL
119 W. SPRING ST. BRACKETTVILLE, TEXAS 78832
5:30 P.M.

The City Council of the City of Brackettville held a special meeting and street workshop on Thursday, February 27, 2025 at 5:30ap.m. at the City Hall 119 W. Spring St. Brackettville, TX 78832. All notices are were duly posted in accordance with the law.

1. Invocation

Led by Alderman Charles W. Hall

2. Pledge of Allegiance

Led by Mayor Mike Aguirre

3. Call to order

Mayor Mike Aguirre called the meeting to order at 5:30p.m.

4. Roll Call and Establishment of Quorum

Roll call was led by City Administrator Nora Y. Rivas

Present: Mayor Mike Aguirre, Alderman Refugio Martinez, Alderman Charles W. Hall, and Alderman Severo Martinez, Alderman Isauro Rivas arrived at 5:38p.m.

Not Present: Alderwoman Francisca Hernandez

City Attorney: Ruben O. Valadez

5. Citizens Communications

None

SPECIAL MEETING

6. Consideration and possible action on awarding Architectural/Engineering Services for the 2025 Texas Department of Agriculture Community Development Block Grant based on RFQ's scored at the Feb. 11th City Council meeting.

City Grant Writers Alma Gutierrez and Candy Hobbs presented to the Mayor and Council the names of the Engineering Firms being 6S Engineering, Dierksen Engineering, and TRC Engineering and Meta Engineering, LLC, stated that the qualifications were met on Sams. Gov. 6 S Engineering ranked 1st, Dierksen Engineering 2nd, TRC Engineering 3rd and Meta Engineering, LLC 4th. Recommendation is 6S Engineering. Contract was awarded to 6S Engineering.

Alderman Severo Martinez moved to approve 6S Engineering, seconded by Alderman Charles W. Hall all in favor. Motion carries.

WORKSHOP

7. Discussion on City Streets that are Low to Moderate Income Streets (LMI) and which are not LMI. Determine the project for the CDBG Grant.

City Administrator Nora Rivas presented to the Mayor and Council a map of the City Streets that have new infrastructure such as water, gas, and sewer lines. Those streets are ready to be paved and or worked on. City Grant Writers Alma Gutierrez and Candy Hobbs stated that they had a map of streets that meet LMI (low to moderate income). 6S Engineering was being represented by Jess Swaim he gave his input on what he would be offering to the City. Mr. Swaim will be offering master plans to the City of Brackettville. Several streets were discussed, a request was made by the Mayor and Council for a map of water, gas sewer lines within the City.

ADJOURNMENT

8. Adjournment

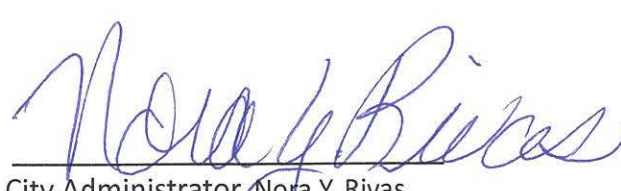
Alderman Charles. W. Hall moved to adjourn seconded by Alderman Severo Martinez all in favor. Motion carries. Meeting adjourned at 6:25p.m.

Approved and Passed March 11, 2025

Attest:



Mayor, Miguel Aguirre



City Administrator, Nora Y. Rivas

**CERTIFICATION OF UNOPPOSED CANDIDATES FOR OTHER
POLITICAL SUBDIVISIONS (NOT COUNTY) CERTIFICACIÓN DE
CANDIDATOS ÚNICOS
PARA OTRAS SUBDIVISIONES POLITICAS (NO EL CONDADO)**

To: Presiding Officer of Governing Body
Al: Presidente de la entidad gobernante

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 3, 2025.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 3 de Mayo 2025.

List offices and names of candidates:
Lista de cargos y nombres de los candidatos:

Office(s) Cargo(s)
Councilperson Place

Councilperson Place 3

Candidate(s) Candidato(s)
Refugio "Cuko" Martinez

Jesus "Tony" Zamora

Signature (Firma)

Nora Rivas

Printed name (Nombre en letra de molde)

(Seal) (sello)

City Administrator-Voting Clerk

Title (Puesto)

March 11, 2025

Date of signing (Fecha de firma)

See reverse side for instructions
(Instrucciones en el reverso)

SAMPLE ORDER OF CANCELLATION
EJEMPLO DE ORDEN DE CANCELACIÓN

The City of Brackettville hereby cancels the election scheduled to be held on
(official name of governing body)
May 3, 2025 in accordance with Section 2.053(a) of the Texas
(date on which election was scheduled to be held)
Election Code. The following candidates have been certified as unopposed and are hereby
elected as follows:

*El Cuidad de Brackettville por la presente cancela la elección que, de lo contrario,
(nombre oficial de la entidad gobernante)
se hubiera celebrado el 3 de Mayo 2025 de conformidad, con
(fecha en que se hubiera celebrado la elección)
la Sección 2.053(a) del Código de Elecciones de Texas. Los siguientes candidatos han sido
certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado
a continuación:*

Candidate (Candidato)
Refugio "Cuko" Martinez

Office Sought (Cargo al que presenta candidatura)
Councilperson Place 1

Jseus "Tony" Zamora

Councilperson Place 3

A copy of this order will be posted on Election Day at each polling place that would have been
used in the election.

*El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que
se hubieran utilizado en la elección.*

Mayor, Miguel Aguirre

City Administrator, Nora Rivas

(seal) (sello)

March 25, 2025

Date of adoption (Fecha de adopción)

See reverse side for instructions
Instrucciones en el reverso

RESOLUTION No. 2025-11-03 Regarding Civil Rights

The City of Brackettville, Texas

Whereas, The City of Brackettville Texas, (hereinafter referred to as "City" has been awarded TxCDBG funding through a TxCDBG Grant from the Texas Department of Agriculture (hereinafter referred to as "TDA");

Whereas, The City of Brackettville, in accordance with Section 109 of the Title I of the Housing and Community Development Act. (24 CFR 6); the Age Discrimination Act of 1975 (42 U.S.C. 6101-6107); and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and for construction contracts greater than \$10,000, must take actions to ensure that no person or group is denied benefits such as employment, training, housing, and contracts generated by the CDBG activity, on the basis of race, color, religion, sex, national origin, age, or disability;

Whereas, The City of Brackettville, in consideration for the receipt and acceptance of federal funding, agrees to comply with all federal rules and regulations including those rules and regulations governing citizen participation and civil rights protections;

Whereas, The City of Brackettville, in accordance with Section 3 of the Housing and Urban Development Act of 1968, as amended, and 24 CFR Part 75, is required, to the greatest extent feasible, to provide training and employment opportunities to lower income residents and contract opportunities to businesses in the Section 3 Service Area;

Whereas, The City of Brackettville, in accordance with Section 104(1) of the Housing and Community Development Act, as amended, and State's certification requirements at 24 CFR 91.325(b)(6), must adopt an excessive force policy that prohibits the use of excessive force against non-violent civil rights demonstrations;

Whereas, The City of Brackettville, in accordance with Executive Order 13166, must take reasonable steps to ensure meaningful access to services in federally assisted programs and activities by persons with limited English proficiency (LEP) and must have an LEP plan in place specific to the locality and beneficiaries for each TxCDBG project;

Whereas, The City of Brackettville, in accordance with Section 504 of the Rehabilitation Act of 1973, does not discriminate on the basis of disability and agrees to ensure that qualified individuals with disabilities have access to programs and activities that receive federal funds; and

Whereas, The City of Brackettville, in accordance with Section 808(e)(5) of the Fair Housing Act (42 USC 3608(e)(5)) that requires HUD programs and activities be administered in a manner affirmatively to further the policies of the Fair Housing Act, agrees to conduct at least one activity during the contract period of the TxCDBG contract, to affirmatively further fair housing;

Whereas, The City of Brackettville in accordance with the Violence Against Women Act (VAWA) Reauthorization Act of 2022, to ensure that no local nuisance or crime-free ordinances must not result in penalties or eviction for victims of domestic violence and/or violent crimes.

Whereas, The City of Brackettville, agrees to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

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

The City of Brackettville ADOPTINGThe following policies:

1. Citizen Participation Plan and Grievance Procedures (Form A1013);
2. Excessive Force Policy (Form A1003);
3. Fair Housing Policy (Form A1015).
4. Section 504 Policy and Grievance Procedures (Form A1004); and
5. Code of Conduct Policy (Form A1002).

The City affirms its commitment to:

6. ensuring the right to seek law enforcement and/or emergency assistance as documented in the Violence Against Women Act Certification (Form A1025).

The City affirms its commitment to conduct a project-specific analysis and take all appropriate action necessary to comply with program requirements for the following:

7. Section 3 economic opportunity;
8. Limited English Proficiency; and
9. Activity to Affirmatively Further Fair Housing choice.

Passed and approved this 11 day of March, 2025.

Signature of Elected Official Miguel Aguirre

Miguel Aguirre
Printed Name of Elected Official

City of Brackettville, Texas

Date _____

RESOLUTION 2025-11-03 CDBG

A RESOLUTION OF THE CITY OF BRACKETTVILLE, TEXAS AUTHORIZING CITY REPRESENTATIVES IN MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

WHEREAS, the City Council of Brackettville desires to develop a viable community, including decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low-to-moderate income; and

WHEREAS, it is necessary and in the best interests of Brackettville to participate in the Texas Community Development Block Grant Program; and

WHEREAS, the City of Brackettville is committed compliance with federal, state, and program rules, including the current TxCDBG Project Implementation Manual; and

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

That the City Council directs and designates the following to act in all matters in connection with any grant application and the City's participation in the Texas Community Development Block Grant Program:

- The City Mayor shall serve as the City's Chief Executive Officer and Authorized Representative to
 - execute a grant application and any subsequent contractual documents,
 - certify environmental review documents between the Texas Department of Agriculture and the City/County, and
 - certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs, and
 - be assigned the role of Authorized Official in the TDA-GO grant management system.
- In addition to the above designated officials, should any grant be funded the City Administrator is authorized to
 - certify the Payment Request form and/or other forms required for requesting funds to reimburse project costs,
 - prepare and submit other financial documentation, and
 - be assigned the role of Project Director or Payment Processor in the TDA-GO grant management system.

Passed and approved this 11TH day of March, 2025.

Miguel Aguirre, City of
Brackettville Mayor

Nora Rivas, City of
Brackettville
Administrator

RESOLUTION 2025-11-03 HO

**A RESOLUTION OF THE CITY OF BRACKETTVILLE, TEXAS
AMENDING RESOLUTION 2024-10-09 HO DECLARING THE OFFICIAL HOLIDAYS FOR
THE CITY OF BRACKETTVILLE FISCAL YEAR 2024-2025**

WHEREAS, the City of Brackettville passed a resolution on September 10, 2024 establishing the official holiday schedule for the fiscal year 2024-2025; and

WHEREAS, it has come to the attention of the City Council of the City of Brackettville that certain holiday dates need to be revised; and

WHEREAS, the City Council has discussed and reviewed the proposed changes to the holiday schedule and agrees that the revisions are in the best interest of its employees and the citizens of Brackettville.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BRACKETTVILLE, that the official holiday schedule for the remainder of the fiscal year 2024-2025 be amended as follows:

1. **Good Friday** will now be observed on April 18, 2025.
2. Any and all other dates and holidays as outlined in the original resolution shall remain unchanged unless otherwise amended in the future.

BE IT FURTHER RESOLVED, that all relevant parties, including employees, department heads, and citizens, be notified of the revised holiday dates and that these changes take effect immediately.

READ, PASSED, AND APPROVED THIS 11th DAY OF MARCH, 2025.

ATTEST:

Miguel Aguirre
Mayor

Nora Rivas
City Administrator

Excessive Force Policy

In accordance with 24 CFR 91.325(b)(6), the *City of Brackettville* hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of The City of Brackettville to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations;
2. It is also the policy of The City of Brackettville to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction.
3. The City of Brackettville will introduce and pass a resolution adopting this policy.

As officers and representatives of the City of Brackettville, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

Miguel Aguirre

Mayor

Refugio Martinez

Council Member Place 1

Charles Hall

Council Member Place 2

Severo Martinez

Council Member Place 3

Fransisca Hernandez

Council Member Place 4

Isauro Rivas

Council Member Place 5

Dated: March 11, 2025

09/01/2020

CODE OF CONDUCT

As a Grant Recipient of a TxCDBG contract, The City of Brackettville shall avoid, neutralize or mitigate actual or potential conflicts of interest so as to prevent an unfair competitive advantage or the existence of conflicting roles that might impair the performance of the TxCDBG contract or impact the integrity of the procurement process.

For procurement of goods and services, no employee, officer, or agent of The City of Brackettville shall participate in the selection, award, or administration of a contract supported by TxCDBG funds if he or she has a real or apparent conflict of interest. Such a conflict could arise if the employee, officer or agent; any member of his/her immediate family; his/her partner; or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No officer, employee, or agent of The City of Brackettville shall solicit or accept gratuities, favors or anything of monetary value from contractors or firms, potential contractors or firms, or parties to sub-agreements, except where the financial interest is not substantial or the gift is an unsolicited item of nominal intrinsic value.

Contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements.

For all other cases, no employee, agent, consultant, officer, or elected or appointed official of the state, or of a unit of general local government, or of any designated public agencies, or subrecipients which are receiving TxCDBG funds, that has any CDBG function/responsibility, or is in a position to participate in a decision-making process or gain inside information, may obtain a financial interest or benefit from the TxCDBG activity.

The conflict of interest restrictions and procurement requirements identified herein shall apply to a benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet the National Program Objective.

Any person or entity including any benefitting business, utility provider, or other third party entity that is receiving assistance, directly or indirectly, under a TxCDBG contract or award, or that is required to complete some or all work under the TxCDBG contract in order to meet a National Program Objective, that might potentially receive benefits from TxCDBG awards may not participate in the selection, award, or administration of a contract supported by CDBG funding.

Any alleged violations of these standards of conduct shall be referred to The City of Brackettville's Attorney. Where violations appear to have occurred, the offending employee, officer or agent shall be subject to disciplinary action, including but not limited to dismissal or transfer; where violations or infractions appear to be substantial in nature, the matter may be referred to the appropriate officials for criminal investigation and possible prosecution.

Passed and approved this 11th day of March, 2025.

Miguel Aguirre
City of Brackettville Mayor

3/1/2022

Section 504 Policy Against Discrimination based on Handicap and Grievance Procedures

In accordance with 24 CFR Section 8, Nondiscrimination based on Handicap in federally assisted programs and activities of the Department of Housing and Urban Development, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Section 109 of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5309), The City of Brackettville hereby adopts the following policy and grievance procedures:

1. Discrimination prohibited. No otherwise qualified individual with handicaps in the United States shall, solely by reason of his or her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance from the Department of Housing and Urban Development (HUD).
2. The City of Brackettville does not discriminate on the basis of handicap in admission or access to, or treatment or employment in, its federally assisted programs and activities.
3. The City of Brackettville's recruitment materials or publications shall include a statement of this policy in 1. above.
4. The City of Brackettville shall take continuing steps to notify participants, beneficiaries, applicants and employees, including those with impaired vision or hearing, and unions or professional organizations holding collective bargaining or professional agreements with the recipients that it does not discriminate on the basis of handicap in violation of 24 CFR Part 8.
5. For hearing and visually impaired individuals eligible to be served or likely to be affected by the TxCDBG program, The City of Brackettville shall ensure that they are provided with the information necessary to understand and participate in the TxCDBG program.
6. Grievances and Complaints
 - a. Any person who believes she or he has been subjected to discrimination on the basis of disability may file a grievance under this procedure. It is against the law for The City of Brackettville to retaliate against anyone who files a grievance or cooperates in the investigation of a grievance.
 - b. Complaints should be addressed to: **Nora Rivas, City Administrator at 119 West Spring Street (830) 563-2412** who has been designated to coordinate Section 504 compliance efforts.

- c. A complaint should be filed in writing or verbally, contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
- d. A complaint should be filed within thirty (30) working days after the complainant becomes aware of the alleged violation.
- e. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation will be conducted by **Nora Rivas, City Administrator**. Informal but thorough investigations will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint.
- f. A written determination as to the validity of the complaint and description of resolution, if any, shall be issued by **Nora Rivas, City Administrator**, and a copy forwarded to the complainant with fifteen (15) working days after the filing of the complaint where practicable.
- g. The Section 504 coordinator shall maintain the files and records of The City of Brackettville relating to the complaints files.
- h. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the determination/resolution as described in f. above. The request for reconsideration should be made to The City of Brackettville within ten working days after the receipt of the written determination/resolution.
- i. The right of a person to a prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies such as the filing of a Section 504 complaint with the U.S. Department of Housing and Urban Development. Utilization of this grievance procedure is not a prerequisite to the pursuit of other remedies.
- j. These procedures shall be construed to protect the substantive rights of interested persons, to meet appropriate due process standards and assure that The City of Brackettville complies with Section 504 and HUD regulations.

Miguel Aguirre, Mayor

Date

City of Brackettville Fair Housing Policy

In accordance with Fair Housing Act, The City of Brackettville hereby adopts the following policy with respect to the Affirmatively Furthering Fair Housing:

1. The City of Brackettville, agrees to affirmatively further fair housing choice for all seven protected classes (race, color, religion, sex, disability, familial status, and national origin).
2. The City of Brackettville agrees to plan at least one activity during the contract term to affirmatively further fair housing.
3. The City of Brackettville will introduce and pass a resolution adopting this policy.

As officers and representatives of The City of Brackettville, we the undersigned have read and fully agree to this plan, and become a party to the full implementation of this program.

Miguel Aguirre

Mayor

Refugio Martinez

Council Member Place 1

Charles Hall

Council Member Place 2

Severo Martinez

Council Member Place 3

Fransisca Hernandez

Council Member Place 4

Isauro Rivas

Council Member Place 5

Violence Against Women Act (VAWA) Certification

Grant Recipient: City of Brackettville CDV25-0367

As Civil Rights Officer, I certify that the Grant Recipient is in compliance with the Violence Against Women Reauthorization Act of 2022.

The Grant Recipient has reviewed its ordinances, local regulations, and policies (collectively referred to as "policies") adopted by the local government and currently in effect, with the following results:

☒ No policies were identified that contain any financial or regulatory penalty imposed on property owners or residents as a result of any use of emergency services.

Or

☐ The following policies were identified that may contain financial or regulatory penalties imposed on property owners or residents as a result of any use of emergency services.

Policy	Purpose of policy	Financial or regulatory penalty (or potential penalty)

The Grant Recipient commits to re-evaluating and addressing any policies identified above as follows:

The Grant Recipient understands that any policies identified above must be re-evaluated and addressed within the grant agreement period.

- A summary of efforts to evaluate alternative policies that do not impede the Right to Report Crime and Emergencies from One's Home and a timeline for action on one or more alternatives must be submitted prior to the release of grant funds for construction.
- The timeline for implementation of alternative policies is subject to TDA review and approval; grant funds will be placed on hold if the Grant Recipient fails to comply with the requirements of this VAWA certification.

Nora Rivas
Name of Civil Rights Officer

03-10-2025
Date policy review completed

Signature of Civil Rights Officer

03-11-2025
Date of Certification

Section 504 Self-Evaluation Form

Grant Recipient: City of Brackettville

1. Identify individual(s) responsible for collecting information for the Section 504 Self-Evaluation Review.

2. Identify the individual(s) with disabilities and/or organizations (representing persons with disabilities) that were consulted for the self-evaluation review. Describe how they participated in the self-evaluation review.

3. Describe Section 504 nondiscrimination notification procedures (example: newspaper advertisements, utility inserts, flyers, postings at public facilities).

4. List policies that may limit participation of individuals with disabilities in Contractor programs, projects, and activities.

1) _____

2) _____

3) _____

4) _____

5. Identify and list public facilities that limit accessibility.

1) _____

2) _____

3) _____

4) _____

5) _____

6. Describe contractor in-house procedures for circulating information on Section 504 and procedures for staff training on Section 504.

7. Identify Section 504 contractor complaint procedures.

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

8. Describe Contractor's efforts to ensure compliance of Section 504 by third party contractors (Construction Contractors, Engineers, Administrators etc.).

9. Describe Contractor's efforts to make documents and publications available to individuals with special needs (examples: large print, audio tape, Braille, computer disks).

10. List special information services that are available (examples: telephone listening devices, information sheet on TDD Relay Texas Service Center for the deaf, interpreters, readers, listening devices, audio visual presentations, automated electronic devices, assistive listening devices, documents in Braille etc.).

11. List emergency evacuation procedures.

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

12. How many people does the Grant Recipient employ? _____

**Fair Housing Month Proclamation
Proclamation of April as Fair Housing Month**

WHEREAS Title VIII of the Civil Rights Act of 1968, as amended, prohibits discrimination in housing and declares it a national policy to provide, within constitutional limits, for fair housing in the United States; and

WHEREAS The principle of Fair Housing is not only national law and national policy, but a fundamental human concept and entitlement for all Americans; and

WHEREAS The National Fair Housing Law, during the month of April, provides an opportunity for all Americans to recognize that complete success in the goal of equal housing opportunity can only be accomplished with the help and cooperation of all Americans.

NOW, THEREFORE, WE, The City of Brackettville, do proclaim April as Fair Housing Month in the City of Brackettville and do hereby urge all the citizens of this locality to become aware of and support the Fair Housing law.

IN WITNESS WHEREOF we have affixed our signatures and seal on this the 11th day of March, 2025.

Witness:

Miguel Aguirre, Mayor

Witness:

Nora Rivas, City Administrator



CISA | Assessments Service Request Form

Organization Questions

The below questions are not required to receive Cyber Hygiene Vulnerability Scanning. CISA is collecting this information in order to tailor further service offerings to your organization and gain a better understanding of CISA's critical infrastructure partners.

How many employees are in your organization?

6 to 20

How many IT/ICS management and staff members are dedicated to your organization?

1 to 5

Does your organization have a dedicated Security Operations Center?

Yes

☐

No

☒

Does your organization have the internal capability to respond to incidents?

Yes

☐

No

☒

How does your organization allocate resources to cybersecurity?

Management discretion

How many users in your organization utilize the networks you are hoping for CISA to assess?

1 to 5

How many customers does your organization serve?

1700

Is your organization seeking assessments in any of the below security areas?

☒

External and perimeter network configurations

☐

Security architecture

☐

Web application security

☐

Internal network configurations

☐

Blue team and SOC capabilities

☒

Phishing prevention

If you selected OT (ICS/SCADA) on page 1, please answer the questions below:

N/A

☒

Does your organization have current logical network diagrams?

Yes

☐

No

☐

Does your organization have managed network infrastructure devices (switch, router, firewall) at the IT/OT system demarcation points to facilitate header-only packet capture?

Yes

☐

No

☐

Does your organization have network admin staff that can use products such as Wireshark or T-shark to perform packet captures?

Yes

☐

No

☐

What are the predominant OT protocols (i.e. Modbus, DNP3, PROFIBUS and PROFINET, BACnet, etc.) in use?

Would you like to discuss the possibility of CISA working with your staff to facilitate network packet captures?

Yes

☐

No

☐



CYBER ASSESSMENT FACT SHEET

Vulnerability Scanning

DEFEND TODAY.
SECURE TOMORROW

February 2022

OVERVIEW

CISA's Vulnerability Scanning (VS) is persistent "internet scanning-as-a-service" and part of CISA's service offerings. VS service continuously assesses the health of your internet-accessible assets by checking for known vulnerabilities, weak configurations—or configuration errors—and suboptimal security practices. VS service also recommends ways to enhance security through modern web and email standards.

VS service includes:

- **Target Discovery** identifies all active internet-accessible assets (networks, systems, and hosts) to be scanned.
- **Vulnerability Scanning** initiates non-intrusive checks to identify potential vulnerabilities and configuration weaknesses.

OBJECTIVES

- Maintain enterprise awareness of your internet-accessible systems.
- Provide insight into how systems and infrastructure appear to potential attackers.
- Drive proactive mitigation of vulnerabilities and reduce risk.

PHASES

Pre-Planning	Planning	Execution	Post-Execution
Stakeholder: • Requests service. • Provides target list (scope). • Signs and returns documents.	CISA: • Confirms scanning schedule. • Sends pre-scan notification to stakeholder.	CISA: • Performs initial scan of submitted scope. • Rescans scope based on detected vulnerability severity: ⇒ 12 hours for "critical" ⇒ 24 hours for "high" ⇒ 4 days for "medium" ⇒ 6 days for "low" ⇒ 7 days for "no vulnerabilities"	CISA: • Delivers weekly report to stakeholder. • Provides vulnerability mitigation recommendations to stakeholder. • Provides detailed findings in consumable format to stakeholder.

HOW TO GET STARTED

Contact vulnerability@cisa.dhs.gov to get started. Please keep in mind:

- CISA's assessments are available to both public and private organizations at no cost.
- Service availability is limited; service delivery timelines are available upon request. CISA prioritizes service delivery queues on a continuous basis to ensure no stakeholder/sector receives a disproportionate amount of resources and that the data collected is a diverse representation of the nation.

CISA | DEFEND TODAY, SECURE TOMORROW

CYBER HYGIENE

Authorization to Conduct Continuous Scans of Public-Facing Networks and Systems

The Cybersecurity and Infrastructure Security Agency (CISA) of the Department of Homeland Security (DHS), under authority of Title XXII of the Homeland Security Act (6 U.S.C. § 651 et seq., esp. 6 U.S.C. § 659) would like to gain authorization from City of Brackettville (COB) to conduct continuous network and vulnerability scanning of COB's publicly accessible networks and systems.

The goals of these activities are to:

1. Catalog your organization's publicly accessible networks and systems, including services running and version/patch levels
2. Identify vulnerabilities on your organization's publicly accessible networks and systems
3. Identify potential configuration issues with your organization's public facing networks and systems
4. Maintain tactical awareness of the operational risks and cyber health of individual entities
5. Inform the government's common operational view of cyberspace
6. Integrate relevant information, analysis, and vulnerability assessments, in order to identify priorities for protective and support measures regarding potential or actual threats
7. Provide "early warning" of specific, actionable vulnerabilities to your organization

CISA activities will originate from IP addresses or other identifiers that will be made known to your organization.

Scanning will be openly attributable to the authorized scanning source, and should be detected by your organization's network monitoring solutions. Data will be sent to your organization's networks and systems corresponding to the public facing IP addresses, domain names, or other identifiers provided by your organization for scanning. The process has been designed to be as unobtrusive as possible: scheduling, intensity and frequency have been carefully planned to minimize the possibility of service disruption.

Activities under this authorization will be limited to scanning; no attempts to connect to your organization's internal network, penetrate your organization's systems, or monitor your organization's network traffic will be made under this authorization.



If a third-party, such as a cloud service provider, operates or maintains your networks or systems to be scanned pursuant to this authorization, your organization will ensure compliance with any notification or authorization requirement that such third party may impose on external vulnerability scanning services. If your organization is informed that any such third party prohibits external vulnerability scans, you will promptly notify the CISA point of contact listed below.

In a separate appendix to this authorization please provide the following information: the point of contact for activities performed under this authorization; an email address for the delivery of reports; identification information for your organization's networks and systems to be scanned pursuant to this authorization; and any other relevant information. Your organization may provide updates to this information from time to time, in writing, using an updated appendix or other method. Your organization must promptly update CISA of changes to the identifying information used to scan your networks and systems pursuant to this authorization.

CISA acknowledges that this authorization may be withdrawn at any time for any reason.

The CISA Point of Contact for this activity can be reached at vulnerability_info@cisa.dhs.gov. All notifications, updates, or other communications regarding this authorization and any related activity should be sent to this CISA Point of Contact.

By signing below, you agree to the following:

- You have authority to authorize scanning of the networks and systems submitted pursuant to this authorization;
- You authorize CISA to conduct the scanning activities described above;
- You agree to promptly update CISA of changes to the information used to identify the networks and systems to be scanned pursuant to this authorization;
- You agree to comply with any notification or authorization requirement that any third-party that operates or maintains your networks or systems may impose on external vulnerability scanning services, notifying CISA if external scanning is later prohibited;
- You accept that, while CISA teams will use their best efforts to conduct scans in a way that minimizes risk to your organization's systems and networks, the scanning activities described above create some risk of degradation in performance to your organization's systems and networks;
- You acknowledge that CISA provides no warranties of any kind relating to any aspect of the assistance provided under this authorization; and
- You are authorized to make the above certifications on your organization's behalf.



Signature: Michael Ford

Name: Michael Ford Date: 03/06/2025

Title: Compliance Officer

Email: mford@brackettville.tx.gov Phone: 8305632412

Entity: City of Brackettville

City: Brackettville County: Kinney State: TX

Country: Country



Appendix A*Authorization to Conduct Continuous Scans of Public-Facing Networks and Systems*

COB provides the following information to facilitate the authorized scanning activities:

Please provide a **technical point of contact** at COB for the CISA team to follow-up with:

Name: Michael Ford
Email: mford@brackettville.tx.gov
Phone: 8305632412

Optional secondary **technical point of contact**:

Name: Name of Technical POC 2
Email: Email Address for Technical POC 2
Phone: Phone Number for Technical POC 2

We recommend your organization **create/use a distribution list** email address to receive our reports. This allows your organization to manage the recipients of our report. *We will only deliver reports to a single address.*

Distro email: security@brackettville.tx.gov

Your report will be encrypted with a password which we will provide to you. **How would you like this password delivered** (select one)?

Email @

- ☒ Tech POC
☐ Distro POC



When should scans begin? (e.g., as soon as possible, or *time*, Eastern @ *mm/dd/yyyy*)
as soon as possible

Identification of Your Public-Facing Networks and Systems:

Enter your organization's **internet-facing, static IPv4 addresses** to be vulnerability scanned in one of the following formats: CIDR notation (e.g. x.x.x.0/24), IP range (e.g. x.x.x.1-x.x.x.200), or individual IPs (e.g. x.x.x.1) with one entry per line:

12.90.125.150





CISA | Assessments Service Request Form

Organization Name

City of Brackettville

Organization Customer Segment

Local Government Entity

Organization Headquarters Address

119 W. Spring St

Organization Assessment Point of Contact Name

Michael Ford

Brackettville

tx

78832

Organization Assessment Point of Contact Email

mford@brackettville.tx.gov

Does this request include Election Infrastructure Systems?



Yes



No

Which [Critical Infrastructure Sector\(s\)](#) does your organization most closely align with?

Transportation - Pipeline Systems

Emergency Services - Public Works

Water and Wastewater Systems Sector

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy ([How do I find my NAICS code?](#))

Please provide your organization's primary NAICS code:

2212

Please provide any additional NAICS codes associated with your organization:

2213

Category of Assets/Networks to be assessed (select all the apply):



Informational Technology (IT)



Operational Technology (OT-- ICS and SCADA)



Cloud Infrastructure (CI)



Virtual Environment (VE)

Would your organization like to enroll in Cyber Hygiene Vulnerability Scanning?

Note: All services are available at no cost to federal agencies, state, local, tribal and territorial governments, critical infrastructure, and private organizations. Additional information can be found on the Cyber Resources Hub at cisa.gov/cyber-hygiene-services.



Yes, we would like to enroll in Vulnerability Scanning



Operating Fund

Statement of Revenue and Expenditures

	Current Period Oct 2024 Feb 2025 Actual	Year-To-Date Oct 2024 Feb 2025 Actual	Annual Budget Oct 2024 Sep 2025	Annual Budget Oct 2024 Sep 2025 Variance	Oct 2024 Sep 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Operating					
Animal Control	310.00	310.00	4,000.00	3,690.00	7.75%
Beverage & Misc Tax	784.27	784.27	4,000.00	3,215.73	19.61%
City Sales Tax	74,229.98	74,229.98	140,000.00	65,770.02	53.02%
Copies	8.00	8.00		(8.00)	0.00%
Gross Receipt Tax	21,004.00	21,004.00	30,000.00	8,996.00	70.01%
Interest Income	0.00	0.00	50.00	50.00	0.00%
Penalty & Interest	2,564.64	2,564.64	10,130.00	7,565.36	25.32%
Permits & Licenses	1,498.00	1,498.00	10,000.00	8,502.00	14.98%
Property Taxes	167,593.03	167,593.03	300,000.00	132,406.97	55.86%
Operating Totals	\$267,991.92	\$267,991.92	\$498,180.00	\$230,188.08	
Unallocated					
Gross Receipt Tax	189.80	189.80		(189.80)	0.00%
Penalty & Interest	1.22	1.22		(1.22)	0.00%
Property Taxes	35,987.14	35,987.14		(35,987.14)	0.00%
Unallocated Totals	\$36,178.16	\$36,178.16		(\$36,178.16)	
Revenue	\$304,170.08	\$304,170.08	\$498,180.00	\$194,009.92	
Gross Profit	\$304,170.08	\$304,170.08	\$498,180.00		
Expenses					
Operating					
Accounting Services	15,300.00	15,300.00	25,500.00	10,200.00	60.00%
Advertising	1,207.34	1,207.34	1,500.00	292.66	80.49%
Animal Control	2,650.00	2,650.00	3,500.00	850.00	75.71%
Auditors	0.00	0.00	20,000.00	20,000.00	0.00%
City Administrator	9,682.71	9,682.71	50,000.00	40,317.29	19.37%
City Council	3,212.13	3,212.13	23,000.00	19,787.87	13.97%
Code Enforcement Officer	0.00	0.00	40,000.00	40,000.00	0.00%
Drug Testing	71.00	71.00	1,500.00	1,429.00	4.73%
Dues & Subscriptions	1,793.50	1,793.50	4,800.00	3,006.50	37.36%
Election Expense	0.00	0.00	10,000.00	10,000.00	0.00%
Flood Damage Control	0.00	0.00	2,000.00	2,000.00	0.00%
Insurance- Workers Comp	949.17	949.17		(949.17)	0.00%
Kinney County District	2,939.04	2,939.04	25,000.00	22,060.96	11.76%
Legal Fees	12,174.96	12,174.96	45,000.00	32,825.04	27.06%

Statement of Revenue and Expenditures

	Current Period Oct 2024 Feb 2025 Actual	Year-To-Date Oct 2024 Feb 2025 Actual	Annual Budget Oct 2024 Sep 2025	Annual Budget Oct 2024 Sep 2025 Variance	Oct 2024 Sep 2025 Percent of Budget
Maint & Repair- Auto Expense	638.13	638.13		(638.13)	0.00%
Maint & Repair- City Buildings	535.52	535.52	25,000.00	24,464.48	2.14%
Maint & Repair- Equipment	6,633.19	6,633.19	45,000.00	38,366.81	14.74%
Maint Operating Supplies	9,540.64	9,540.64	43,000.00	33,459.36	22.19%
Mayor Fitness Program - Grant	500.00	500.00	2,330.00	1,830.00	21.46%
Misc Expense	0.00	0.00	500.00	500.00	0.00%
Office Supplies	2,962.31	2,962.31	12,000.00	9,037.69	24.69%
Payroll Taxes	4,041.31	4,041.31	12,000.00	7,958.69	33.68%
School/ Travel	4,483.72	4,483.72	12,000.00	7,516.28	37.36%
Street Lighting	0.00	0.00	28,000.00	28,000.00	0.00%
Street Repair	4,915.49	4,915.49	45,000.00	40,084.51	10.92%
Street Signs	1,955.80	1,955.80	5,500.00	3,544.20	35.56%
TESS Inc. Services	0.00	0.00	250.00	250.00	0.00%
TML Audit Fee	0.00	0.00	2,500.00	2,500.00	0.00%
TML General Liability	2,902.18	2,902.18	7,000.00	4,097.82	41.46%
Operating Totals	\$89,088.14	\$89,088.14	\$491,880.00	\$402,791.86	
Utility					
Animal Control	42.50	42.50		(42.50)	0.00%
Maint Operating Supplies	2.45	2.45		(2.45)	0.00%
Utility Totals	\$44.95	\$44.95		(\$44.95)	
Expenses	\$89,133.09	\$89,133.09	\$491,880.00	\$402,746.91	
Revenue Less Expenditures	\$215,036.99	\$215,036.99	\$6,300.00		
Net Change in Fund Balance	\$215,036.99	\$215,036.99	\$6,300.00		

Fund Balances

Beginning Fund Balance	372,584.22	372,584.22		0.00%
Net Change in Fund Balance	215,036.99	215,036.99	6,300.00	0.00%
Ending Fund Balance	587,621.21	587,621.21		0.00%

Report Options

Fund: Operating Fund

Period: 10/1/2024 to 2/28/2025

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: OPERATING FUND MASTER BUDGET

Utility Fund
Payments Journal
2/1/2025 to 2/28/2025

Account Number	Account Name	Amount	Notation
Utility Account			
2/3/2025	Check / Ref #: 06984 Payee: Ford Credit Municipal Finance		
	Capital Outlay- Fleet Vehicles	4,162.11	
	Check Amount	\$4,162.11	
2/3/2025	Check / Ref #: 06998 Payee: TX Health Benefits Pool		
824	Insurance- Health	5,877.60	
	Check Amount	\$5,877.60	
2/6/2025	Check / Ref #: 07013 Payee: Smith Pump Company, Inc.		
809	Maint & Repair- Water	176.86	
	Check Amount	\$176.86	
2/6/2025	Check / Ref #: 07014 Payee: South Texas Refuse Disposal Inc.		
838	Maint & Repair-Garbage Gobbler	4,000.00	
	Check Amount	\$4,000.00	
2/6/2025	Check / Ref #: 07016 Payee: AT&T Mobility		
823	Telephone	118.25	
	Check Amount	\$118.25	
2/6/2025	Check / Ref #: 07017 Payee: AT&T		
823	Telephone	616.71	
	Check Amount	\$616.71	
2/6/2025	Check / Ref #: 07018 Payee: Process Control Calibration		
809	Maint & Repair- Water	386.64	
	Check Amount	\$386.64	
2/6/2025	Check / Ref #: 07019 Payee: City of Brackettville		
822	Utility- Water Tower Acct	329.58	
	Check Amount	\$329.58	
2/6/2025	Check / Ref #: 07020 Payee: D&D Hardware		
813	Maint & Repair- City Buildings	24.89	
808	Maint & Repair- Gas	147.31	
809	Maint & Repair- Water	393.05	
	Check Amount	\$565.25	
2/6/2025	Check / Ref #: 07021 Payee: Ferguson Wateworks #1106		
809	Maint & Repair- Water	1,063.68	
	Check Amount	\$1,063.68	
2/18/2025	Check / Ref #: 07022 Payee: South Texas Refuse Disposal Inc.		
839	Accounting Services	4,000.00	
	Check Amount	\$4,000.00	
2/18/2025	Check / Ref #: 07023 Payee: PVS DX, INC		
809	Maint & Repair- Water	108.00	
	Check Amount	\$108.00	
2/18/2025	Check / Ref #: 07024 Payee: Pollution Control Services		
853	Water Analysis	64.00	
	Check Amount	\$64.00	
2/18/2025	Check / Ref #: 07025 Payee: Eyetopia TPA, LLC		
824	Insurance- Health	592.00	
	Check Amount	\$592.00	
2/18/2025	Check / Ref #: 07028 Payee: John Deere Financial		
	Caputal Outlay - ZT Mower	285.28	
	Check Amount	\$285.28	
2/18/2025	Check / Ref #: 07029 Payee: Marlin Business Bank		
813	Leased Office Equipment	347.13	
	Check Amount	\$347.13	

Utility Fund
Payments Journal
2/1/2025 to 2/28/2025

Account Number	Account Name	Amount	Notation
2/18/2025	Check / Ref #: 07030 Payee: AT&T		
823	Telephone	236.45	
	Check Amount	<u>\$236.45</u>	
2/18/2025	Check / Ref #: 07031 Payee: Rio Grande Electric Coop		
822	Utility- Water Tower Acct	237.80	
	Check Amount	<u>\$237.80</u>	
2/18/2025	Check / Ref #: 07032 Payee: National Farm Life Insurance Company		
	Insurance- Life	410.75	
	Check Amount	<u>\$410.75</u>	
2/21/2025	Check / Ref #: 07033 Payee: Axis Construction, LP		
810	Maint & Repair- Sewer	5,705.00	
	Check Amount	<u>\$5,705.00</u>	
2/25/2025	Check / Ref #: 07035 Payee: Ferguson Wateworks #1106		
809	Maint & Repair- Water	365.30	
	Check Amount	<u>\$365.30</u>	
2/25/2025	Check / Ref #: 07036 Payee: AT&T		
823	Telephone	616.71	
	Check Amount	<u>\$616.71</u>	
2/25/2025	Check / Ref #: 07037 Payee: Heath Consultants Incorporated		
808	Maint & Repair- Gas	5,641.21	
	Check Amount	<u>\$5,641.21</u>	
2/25/2025	Check / Ref #: 07038 Payee: AT&T		
823	Telephone	57.87	
	Check Amount	<u>\$57.87</u>	
2/25/2025	Check / Ref #: 07039 Payee: WTG Gas Marketing, LLC		
806	Natural Gas Purchase	7,491.67	
	Check Amount	<u>\$7,491.67</u>	
2/25/2025	Check / Ref #: 07040 Payee: South Texas Refuse Disposal Inc.		
839	Garbage Gobbler/ Landfill	3,000.00	
	Check Amount	<u>\$3,000.00</u>	
2/25/2025	Check / Ref #: 07041 Payee: 370 ENVIRO LLC		
812	Auto Gas Purchase	1,534.28	
	Check Amount	<u>\$1,534.28</u>	
2/25/2025	Check / Ref #: 07042 Payee: Principal Life Insurance Company		
	Insurance- Life	132.60	
	Check Amount	<u>\$132.60</u>	
2/27/2025	Check / Ref #: 07043 Payee: South Texas Refuse Disposal Inc.		
839	Garbage Gobbler/ Landfill	4,000.00	
	Check Amount	<u>\$4,000.00</u>	
2/27/2025	Check / Ref #: 07044 Payee: AT&T-Mobility		
823	Telephone	264.04	
	Check Amount	<u>\$264.04</u>	

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Page 3 of 3

Utility Fund
Payments Journal
2/1/2025 to 2/28/2025

Account Number	Account Name	Amount	Notation
2/27/2025	Check / Ref #: 07048 Payee: Jose Castillo		
803	Deposit Refund	11.00	
	Check Amount	<u>\$11.00</u>	
2/27/2025	Check / Ref #: 07049 Payee: Bega Paving Inc		
803	Deposit Refund	205.00	
	Check Amount	<u>\$205.00</u>	
	Utility Account Totals	<u>\$52,602.77</u>	
	Report Totals	<u>\$52,602.77</u>	
Records included in total = 34			

Report Options

Check Date: 2/1/2025 to 2/28/2025

Vendor: Excludes , , , , , , ,

Fund: Utility Fund

Wkshop +
Sp. mtg

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Utility Fund Statement of Revenue and Expenditures

	Current Period Oct 2024 Feb 2025 Actual	Year-To-Date Oct 2024 Feb 2025 Actual	Annual Budget Oct 2024 Sep 2025	Annual Budget Oct 2024 Sep 2025 Variance	Oct 2024 Sep 2025 Percent of Budget
Revenue & Expenditures					
Revenue					
Applied Deposit	(1,550.00)	(1,550.00)		1,550.00	0.00%
Credit Card Service Fee	2,371.38	2,371.38	7,000.14	4,628.76	33.88%
Equipment Rental	200.00	200.00	2,250.00	2,050.00	8.89%
FCMUD USDA Bond Reimbursement	0.00	0.00	31,773.60	31,773.60	0.00%
Gas Sales	45,424.46	45,424.46	135,000.00	89,575.54	33.65%
Gas Tax Revenue	1,805.10	1,805.10	4,000.00	2,194.90	45.13%
Interest Income	0.00	0.00	50.00	50.00	0.00%
Landfill Revenue	154,197.88	154,197.88	350,000.00	195,802.12	44.06%
Late Fee	8,064.72	8,064.72	20,000.00	11,935.28	40.32%
Receipts	7.00	7.00	100.00	93.00	7.00%
Reconnect Fee	3,532.00	3,532.00	8,000.00	4,468.00	44.15%
Service Charge Fees	2,154.22	2,154.22	8,500.00	6,345.78	25.34%
Sewer Machine	1,100.00	1,100.00	5,000.00	3,900.00	22.00%
Sewer Sales	70,306.53	70,306.53	190,000.00	119,693.47	37.00%
Sewer Tap Fees	0.00	0.00	4,000.00	4,000.00	0.00%
Surcharge Fees	49,855.03	49,855.03	130,000.00	80,144.97	38.35%
Water Sales- Agriculture	2,243.50	2,243.50	15,000.00	12,756.50	14.96%
Water Sales- Commercial	57,970.01	57,970.01	145,000.00	87,029.99	39.98%
Water Sales- Industrial	19,678.42	19,678.42	90,000.00	70,321.58	21.86%
Water Sales- Residential	98,099.80	98,099.80	225,000.00	126,900.20	43.60%
Water Tap Fees	950.00	950.00	7,500.00	6,550.00	12.67%
Revenue	\$516,410.05	\$516,410.05	\$1,378,173.74	\$861,763.69	
Gross Profit	\$516,410.05	\$516,410.05	\$1,378,173.74		
Expenses					
Accounting Services	4,000.00	4,000.00		(4,000.00)	0.00%
Auto Gas Purchase	10,281.70	10,281.70	30,000.00	19,718.30	34.27%
Bank Service Charge	0.00	0.00	500.00	500.00	0.00%
Capital Outlay- Fleet Vehicles	20,810.55	20,810.55	49,956.00	29,145.45	41.66%
Capital Outlay - ZT Mower	1,426.40	1,426.40	3,500.00	2,073.60	40.75%
Cathodic Protection	0.00	0.00	500.00	500.00	0.00%
Certificate of Obligation	0.00	0.00	1,200.00	1,200.00	0.00%
Contract Labor	5,400.00	5,400.00	15,600.00	10,200.00	34.62%
Credit Card Service Fees	0.00	0.00	1,800.00	1,800.00	0.00%
Deposit Refund	823.00	823.00		(823.00)	0.00%
Garbage Gobbler/ Landfill	55,866.75	55,866.75	150,000.00	94,133.25	37.24%

Utility Fund

Statement of Revenue and Expenditures

	Current Period Oct 2024 Feb 2025 Actual	Year-To-Date Oct 2024 Feb 2025 Actual	Annual Budget Oct 2024 Sep 2025	Annual Budget Oct 2024 Sep 2025 Variance	Oct 2024 Sep 2025 Percent of Budget
Gasoline Expense	1,055.91	1,055.91		(1,055.91)	0.00%
Insurance- Health	26,976.65	26,976.65	108,000.00	81,023.35	24.98%
Insurance- Life	2,858.93	2,858.93	4,000.00	1,141.07	71.47%
Insurance- Workers Comp	2,847.51	2,847.51	12,000.00	9,152.49	23.73%
Interest-Bond Revenue Payment	83,061.25	83,061.25		(83,061.25)	0.00%
Leased Office Equipment	2,297.73	2,297.73	6,000.00	3,702.27	38.30%
Maint & Repair- Auto Expense	4,894.75	4,894.75	50,000.00	45,105.25	9.79%
Maint & Repair- City Buildings	4,738.51	4,738.51		(4,738.51)	0.00%
Maint & Repair- Equipment	358.26	358.26		(358.26)	0.00%
Maint & Repair- Gas	10,027.86	10,027.86	20,000.00	9,972.14	50.14%
Maint & Repair- Sewer	15,974.75	15,974.75	50,000.00	34,025.25	31.95%
Maint & Repair- Water	10,548.81	10,548.81	55,000.00	44,451.19	19.18%
Maint & Repair-Garbage Gobbler	9,603.06	9,603.06	7,000.00	(2,603.06)	137.19%
Maint Operating Supplies	299.94	299.94		(299.94)	0.00%
Natural Gas Purchase	17,646.55	17,646.55	32,000.00	14,353.45	55.15%
Office Supplies	924.95	924.95	6,000.00	5,075.05	15.42%
Payroll Taxes	9,832.37	9,832.37	30,000.00	20,167.63	32.77%
Postage	2,000.00	2,000.00	5,000.00	3,000.00	40.00%
Salaries	83,691.10	83,691.10	425,000.00	341,308.90	19.69%
School/ Travel	950.00	950.00	8,000.00	7,050.00	11.88%
Software Updates/Maint	6,759.00	6,759.00	10,000.00	3,241.00	67.59%
TCEQ Promissary Note	0.00	0.00	250.00	250.00	0.00%
Telephone	11,751.13	11,751.13	22,000.00	10,248.87	53.41%
TML General Liability	12,300.40	12,300.40	28,000.00	15,699.60	43.93%
Unexpected Expense	0.00	0.00	500.00	500.00	0.00%
Uniforms	3,834.11	3,834.11	15,000.00	11,165.89	25.56%
Utility- Water Tower Acct	3,479.31	3,479.31	29,000.00	25,520.69	12.00%
Utility/ City Operations	4,146.12	4,146.12	17,000.00	12,853.88	24.39%
Water Analysis	192.00	192.00	1,500.00	1,308.00	12.80%
Water Waste Admin Fee	51.51	51.51	3,650.00	3,598.49	1.41%
Expenses	\$431,710.87	\$431,710.87	\$1,197,956.00	\$766,245.13	
Revenue Less Expenditures	\$84,699.18	\$84,699.18	\$180,217.74		
Net Change in Fund Balance	\$84,699.18	\$84,699.18	\$180,217.74		

Utility Fund
Statement of Revenue and Expenditures

	Current Period Oct 2024 Feb 2025 Actual	Year-To-Date Oct 2024 Feb 2025 Actual	Annual Budget Oct 2024 Sep 2025	Annual Budget Oct 2024 Sep 2025 Variance	Oct 2024 Sep 2025 Percent of Budget
Fund Balances					
Beginning Fund Balance	1,034,738.91	1,034,738.91			0.00%
Net Change in Fund Balance	84,699.18	84,699.18	180,217.74		0.00%
Ending Fund Balance	1,119,438.09	1,119,438.09			0.00%

Report Options

Fund: Utility Fund

Period: 10/1/2024 to 2/28/2025

Detail Level: Level 1 Accounts

Display Account Categories: Yes

Display Subtotals: Yes

Revenue Reporting Method: Budget - Actual

Expense Reporting Method: Budget - Actual

Budget: UTILITY FUND BUDGET

Operating Fund
Payments Journal
2/1/2025 to 2/28/2025

Account Number	Account Name	Amount	Notation
Operating Account			
2/3/2025 Check / Ref #: 05875 Payee: TNT Auto Repairs			
811	Maint & Repair- Auto Expense	638.13	
	Check Amount	<u>\$638.13</u>	
2/6/2025 Check / Ref #: 05876 Payee: Southwest Texas Veterinary Medical Center			
880	Animal Control	1,338.34	
	Check Amount	<u>\$1,338.34</u>	
2/6/2025 Check / Ref #: 05877 Payee: South Texas Aggregates, Inc.			
865	Street Repair	2,419.74	
	Check Amount	<u>\$2,419.74</u>	
2/6/2025 Check / Ref #: 05878 Payee: South West Auto & Tractor			
812	Maint Operating Supplies	356.91	
	Check Amount	<u>\$356.91</u>	
2/6/2025 Check / Ref #: 05879 Payee: National Business Furniture, LLC			
813	Maint & Repair- City Buildings	296.55	
	Check Amount	<u>\$296.55</u>	
2/6/2025 Check / Ref #: 05880 Payee: Column Software PBC			
852	Advertising	959.54	
	Check Amount	<u>\$959.54</u>	
2/6/2025 Check / Ref #: 05881 Payee: Langley & Banack, Inc.			
837	Legal Fees	2,761.24	
	Check Amount	<u>\$2,761.24</u>	
2/6/2025 Check / Ref #: 05882 Payee: Kinney County Ranch Supply, LLC			
811	Maint & Repair- Equipment	4.79	
	Check Amount	<u>\$4.79</u>	
2/18/2025 Check / Ref #: 05884 Payee: Holt Cat			
811	Maint & Repair- Equipment	48.91	
	Check Amount	<u>\$48.91</u>	
2/18/2025 Check / Ref #: 05885 Payee: CSA Software Solutions			
804	Office Supplies	231.00	
	Check Amount	<u>\$231.00</u>	
2/18/2025 Check / Ref #: 05886 Payee: Susan B. Newsome			
839	Accounting Services	5,800.00	
	Check Amount	<u>\$5,800.00</u>	
2/18/2025 Check / Ref #: 05887 Payee: Mid-American Research Chemical			
812	Maint Operating Supplies	1,770.77	
	Check Amount	<u>\$1,770.77</u>	
2/25/2025 Check / Ref #: 05888 Payee: Juanita Elizabeth Ponce Martinez			
839	Accounting Services	9,500.00	
	Check Amount	<u>\$9,500.00</u>	
2/25/2025 Check / Ref #: 05889 Payee: Quill Corp			
804	Office Supplies	120.99	
	Check Amount	<u>\$120.99</u>	
	Operating Account Totals	<u>\$26,246.91</u>	
	Report Totals	<u>\$26,246.91</u>	
Records included in total = 14			

Report Options

Check Date: 2/1/2025 to 2/28/2025

Vendor: Excludes , , , , , , ,

Fund: Operating Fund