

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

1. Invocation **Led by Councilman Antonio Zamora**
2. Pledge of Allegiance **Led by Mayor Mike Aguirre**
3. Call of Order **by Mayor Mike Aguirre**
4. Roll Call and Establishment of Quorum

Mayor Mike Aguirre present
Councilman Place 1 Refugio Martienz present
Councilman Place 2 Steven Lowrance absent
Councilman Place 3 Antonio Zamora present
Councilwoman Place 4 Fransica Hernandez present
Councilman Place 5 Isauro Rivas absent
City Administrator Brigitte Villa present
City Secretary Michael Ford present
City Attorney Ruben Valadez present

5. Citizens Recognition and Communication. **None**

MINUTES

6. Consideration and possible approval of minutes for December 9, 2025 regular council meeting. **Motion made by Councilwoman Chica Hernandez to approve the minutes. Second by Councilman Refugio Martinez. All in favor motion passes.**

MONTHLY REPORTS:

7. Consideration and discussion of the monthly report presented by Animal Control Damian Villareal

. Monthly Report for December 2025. **See Attached Report**
8. Consideration and discussion of the monthly report presented by the Operations Supervisor Michael Falcon regarding work performed and pending projects in the city public works department.

. Monthly Report for December 2025. **See Attached Report**

9. Consideration and discussion of the monthly report presented by City Administrator Brigette Villa regarding City business.

. Monthly Report for December 2025. **See Attached Report**

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

10. Deliberation and possible action regarding Grant Updates: TDA CDV25-0367, SS4A, 2026 Colonia Grant, WUTAP. **Grant writers Candy Hobbs gave up dates**

11. Deliberation and possible action regarding the Development of the City of Brackettville Emergency Operations Plan. **Motioned by Councilman Antonio Zamora to allow administration to look into the emergency operations plan for someone to write the plan. Second by Councilwoman Fransica Hernandez. All in favor. Motion passes.**

12. Deliberation and possible action regarding Resolution #2026_01_13 WP establishing a Whistleblower Policy for the City of Brackettville. **Motion made to approve the resolution by Councilwoman Fransica Hernandez, Second by Councilman Refugio Martienz. All in favor. Motion passes.**

13. Deliberation and possible action regarding Resolution #2026_01_13 TP establishing a Travel Policy for the City of Brackettville. **Motion made to approve the resolution by Councilman Antonio Zamora, Second by Councilman Refugio Martienz. All in favor. Motion passes.**

14. Deliberation and possible action regarding Resolution #2026_01_13 TEP establishing a Time and Effort Policy for the City of Brackettville. **Motion made to approve the resolution by Councilwoman Fransica Hernandez, Second by Councilman Antonio Zamora. All in favor. Motion passes.**

15. Deliberation and possible action regarding Resolution #2026_01_13 SP establishing a Subaward Policy for the City of Brackettville. . **Motion made to approve the resolution by Councilwoman Fransica Hernandez, Second by Councilman Antonio Zamora. All in favor. Motion passes.**

16. Deliberation and possible action regarding Resolution #2026_01_13 PIIP establishing a Personally Identifiable Information Policy for the City of Brackettville. . **Motion made to approve the resolution by Councilman Antonio Zamora, Second by Councilwoman Fransica Hernandez. All in favor. Motion passes.**

17. Deliberation and possible action regarding Resolution #2026_01_13 GMP establishing Grant Management Policies and Procedures for the City of Brackettville. . **Motion made to approve the resolution by Councilman Antonio Zamora, Second by Councilwoman Fransica Hernandez. All in favor. Motion passes.**

18. Deliberation and possible action regarding Resolution #2026_01_13_DSP establishing a Debarment and Suspension Policy for the City of Brackettville. **Motion made to approve the resolution by Councilman Antonio Zamora, Second by Councilwoman Fransica Hernandez. All in favor. Motion passes.**

19. Deliberation and possible action regarding Resolution #2026_01_13_PP establishing a Payroll Policy for the City of Brackettville. **Motion made to approve the resolution by Councilwoman Fransica Hernandez, Second by Councilman Antonio Zamora. All in favor. Motion passes.**

20. Deliberation and possible action regarding Ordinance # 2026_01_13_WO amending the City of Brackettville Waste Disposal Ordinance to increase bulk waste disposal rates. **Motion made by Councilman Refugio Martienz to approve the ordinance send by Councilman Antonio Zamroa. All in favor. Motion passes**

EXECUTIVE SESSION

Beings 7:01 p.m.

Ends 7:10 p.m.

21. Executive session pursuant to Section 551.071 and 551.074, Chapter 551, of the Texas Government Code: consultation with Attorney and consideration of personnel matters – Yearly evaluation of Damian Villarreal job performance; possible action in open session regarding same, which may include salary and job description adjustments. **Motion by Councilwoman Fransica Hernandez to approve the job evaluation of Damian Villarreal with a one dollar pay increase and then contingent upon his certification of euthanization, we increase again two dollars. Second by Council Antonio Zamora. All in favor Motion passes**

ADJOURNMENT:

22. Adjourn **Motion made by Councilwoman Fransica Hernandez to adjourn. Second by Councilman Refugio Martienz All in favor motion passes. Time is 7:11 p.m.**

Approved , and passed on _____

Attest

Mike Aguirre
Mayor

Mike Ford
City Secretary