

MINUTES
CITY OF BRACKETTVILLE
REGULAR COUNCIL MEETING
MARCH 11, 2025
CITY ANNEX, 1459 W. HWY 90

The City Council of the City of Brackettville held a Regular Council meeting on March 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

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., Alderman Isauro Rivas arrives @ 6:05 p.m.

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

5. Citizens Recognition and Communication

None

PROCLAMATION:

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

Alderman Charles Hall moved to approve proclamation as read, seconded by Alderman Refugio Martinez. All in favor. Motion carries.

MINUTES:

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

Alderman Refugio Martinez moved to approve minutes for February 11,2025, seconded by Alderman Charles Hall. All in favor. Motion Carries.

Alderman Refugio Martinez moved to approve minutes for February 27,2025, seconded by Alderman Charles Hall. All in favor. Motion carries.

MONTHLY REPORTS:

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

- a. Monthly report for February 2025

See attachment:

9. 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 February 2025.

See attachment:

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

- c. Monthly report for February 2025.

See attachment:

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.

Alderman Charles Hall moved to approve certification of unopposed candidates, seconded by Alderman Severo Martinez. All in favor. Motion carries.

12. Consideration and possible action on sample order of cancellation for the May 3, 2025 City of Brackettville Election.

Alderman Charles Hall moved to approve sample order of cancellation, seconded by Alderman Severo Martinez. All in favor. Motion carries.

13. Consideration and possible action on the adoption of an excessive force policy TDA form A1003.

City Grant writers Alma Gutierrez and Candy Hobbs informed the council on the Excessive Force Policy A1003: It is the policy of The City of Brackettville to prohibit the use of excessive force by law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations.

Alderman Charles Hall moved to approve the Excessive Force Policy A1003, seconded by Alderwoman Francisca Hernandez. All in favor. Motion carries.

14. Consideration and possible action on the adoption of code of conduct TDA form A1002.

City Grant writers Alma Gutierrez and Candy Hobbs informed the council on the Code of Conduct TDA form A1002: As a grant recipient of a TxCDBG contract, The City of Brackettville shall avoid, neutralize or mitigate actual potential 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 Tx CDGB contract or impact the integrity of the procurement process.

Alderman Charles hall moved to approve the Code of conduct TDA form A1002, seconded by Alderman Severo Martinez. All in favor. Motion carries.

15. Consideration and possible action on the adoption of Section 504 Discrimination based on handicap policy TDA form A1004.

City Grant writers Alma Gutierrez and Candy Hobbs informed the council on 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),

Alderman Charles Hall moved to approve to adopt Section 504 based on handicap policy TDA form A1004, seconded by Alderwoman Francisca Hernandez. All in favor. Motion carries.

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.

City grant writers Alma Gutierrez and Candy Hobbs informed the council on the self-evaluation form which consist of questions like identifying individuals with disabilities or organizations and how they participated with the self- evaluation form.

Alderman Refugio Martinez moved to authorize City Administrator Nora Rivas to form and collaborate with individuals to complete self-evaluation document TDA form A1006, seconded by Alderman Charles Hall. All in favor. Motion carries.

17. Consideration and possible action on the adoption of a fair housing policy TDA form A1015.

City Grant writers Alma Gutierrez and Candy Hobbs informed the council on the City of Brackettville Fair Housing Policy: The City of Brackettville agrees to affirmatively further fair housing choice for all seven protected classes. Agrees to plan at least one activity during the contract term to affirmatively further fair housing and will introduce and pass a resolution adopting this policy.

Alderwoman Francisca Hernandez moved to adopt the fair housing policy form, seconded by Alderman Isauro Rivas. All in favor. Motion carries.

18. Consideration and possible action on the fair housing month proclamation TDA form A1007.

City Grant writers Alma Gutierrez and Candy Hobbs informed council on the Proclamation.

Fair Housing Month Proclamation of April as Fair Housing Month: The principal of Housing is not only a national law and national policy, but a fundamental human concept and entitlement for all Americans. 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.

Alderman Refugio Martinez moved to approve the fair housing proclamation, seconded by Alderwoman Francisca Hernandez. All in favor. Motion carries.

19. Consideration and possible action on the certification of violence against women act CDBG form A1025.

Violence Against Women Act (VAWA) Certification: City of Brackettville is in compliance with the Violence Against Women Reauthorization Act of 2022. The grant recipient has reviewed its ordinances, local regulation, and policies.

Alderman Severo Martinez moved to approve to appoint City Administrator Nora Rivas as the civil rights officer, seconded by Alderwoman Francisca Hernandez. All in favor. Motion carries.

20. City grant writers informing on submission of two required notices to the newspaper: Fair housing month & Civil rights notices.

City grant writers Alma Gutierrez and Candy Hobbs informed the council that TDA requires to publish notices in newspaper.

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.

City grant writers Alma Gutierrez and Candy Hobbs have communicated to the council the importance of prioritizing which streets to focus on. A meeting was scheduled for March 18 @ 12:00p.m.

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.

Alderwoman Francisca Hernandez moved to approve forms, seconded by Alderman Refugio Martinez. All in favor. Motion carries.

RESOLUTION:

23. Consideration and possible approval of Resolution #2025-11-03, providing for an authorized signatory for the Texas Department of Agriculture CDBG Grant.

Alderwoman Francisca Hernandez moved to approve Resolution #2025-11-03 seconded by Alderman Severo Martinez. All in favor. Motion carries.

24. Consideration and possible action on resolution 2025-11-03 adopting policies pursuant to the granting of an award of Tx CDBG funding through a TXCDBG grant from The Texas Department of Agriculture.

Alderwoman Francisca Hernandez moved to approve resolution 2025-11-03, seconded by Severo Martinez. All in favor. Motion carries.

25. Consideration and possible action on amending Resolution 2024-10-09 HO.

Alderwoman Francisca Hernandez moved to approve Resolution 2024-10-09 HO, seconded by Alderman Refugio Martinez. All in favor. Motion carries.

ADJOURN:

26. Adjournment

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

Meeting adjourned @6:56 p.m.

Approved and passed on April 15, 2025.

Attest:

Mike Aguirre
Mayor

Nora Y. Rivas
City Administrator