

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

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The City Council of the City of Brackettville held a Regular Council meeting on July 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 Alderwoman Francisca Hernandez

2. Pledge of Allegiance

Pledge of Allegiance led by Mayor Mike Aguirre

3. Call of Order

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

4. Roll call and Establishment of Quorum

Interim City Administrator Mike Ford led roll call.

Present: Alderman Refugio Martinez, Alderwoman Francisca Hernandez, Alderman Antonio Zamora, Alderman Isauro Rivas arrives 6:02 p.m.,

City Staff: Interim City Administrator Mike Ford 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 June 10,2025 for Regular council Meeting.

Alderwoman Francisca Hernandez moved to approve, seconded by Alderman Isauro Rivas. All in favor. Motion carries.

MONTHLY REPORTS:

7, Consideration and discussion of the monthly report presented by Animal Control Officer Damien Villarreal.

a. Monthly report for June to July 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 June 2025.

See attachment:

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

c. Monthly report for June 2025.

See attachment:

DELIBERATE AND CONSIDER ACTION ON THE FOLLOWING ITEMS:

10. Presentation on information from grant writers on updates on the TXCDBG25-0367.

City grant writers Alma Gutierrez and Candy Hobbs updated council on the street improvement grant through the Texas Department of Agriculture. Streets included in the application are: Sweeney from West El Paso to Thomas, West Thomas from Ann Street to Beaumont Street, East Veltman from Ann Street to Fort Street, and East First from Ann Street to Sheedy Street. They worked closely with Engineer Jeff Swaim on the budget. Alternate Streets will include West Thorn Street and West Fulton St.

11. Presentation on information from grant writers on Financial Procedures Policy required for the TXCDBG25-0367.

These procedures establish financial management guidelines to ensure proper use, accounting, and reporting of funds provided under the TXCDBG program in compliance with applicable federal, state, and local requirements.

12. Consideration and possible action pursuant to Texas Local Government Code Section 22.101 regarding the current vacancy for City Council Place 2.

Alderwoman Francisca Hernandez motioned to move item to executive session, seconded by Alderman Antonio Zamora. All in favor. Motion carries. No action.

13. Oath of Office for new City Council member Place 2.

Alderman Francisca Hernandez motioned to move item to executive session, seconded by Alderman Isauro Rivas. All in favor. Motion carries. No action.

14. Consideration and possible regarding nominations for Mayor Pro Tempore.

Alderman Isauro Rivas nominated Alderman Francisca Hernandez. Alderman Isauro Rivas amended his nomination and nominated Alderman Refugio Martinez, seconded by Alderman Francisca Hernandez. All in favor. Motion carries.

15. Consideration and possible approval and adoption of Financial Procedures required for the TXCDBG25-0367 grant.

Alderman Francisca Hernandez moved to approve, seconded by Isauro Rivas. All in favor. Motion carries.

16. Consideration and possible action on sending a second employee to animal control training.

Alderman Francisca Hernandez moved to approve to send 2 employees to training, seconded by Alderman Antonio Zamora. Motion carries.

17. Consideration and possible action on advertising for greeter position.

No action.

18. Consideration and possible action regarding appointment of City Secretary.

Alderman Francisca Hernandez motioned to move item to executive session, seconded by Antonio Zamora. All in favor. Motion carries. Alderman Francisca Hernandez moved to appoint Mike Ford as City Secretary, seconded by Alderman Isauro Rivas. All in favor. Motion carries.

19. Consideration and possible action regarding an ordinance establishing the position of City Administrator for the City of Brackettville.

Alderman Antonio Zamora motioned to move item to executive session, seconded by Alderman Francisca Hernandez. Alderman Francisca Hernandez moved to approve as written, seconded by Alderman Refugio Martinez. All in favor. Motion carries.

20. Consideration and possible action regarding the appointment of a City Administrator.

Alderman Antonio Zamora motioned to move item to executive session, seconded by Alderwoman Francisca Hernandez. Alderwoman Francisca Hernandez moved to appoint Brigitte Villa, seconded by Alderman Isauro Rivas. All in favor. Motion carries.

EXECUTIVE SESSION:

Mayor Mike Aguirre called the meeting into executive session @ 6:32 p.m.

Mayor Mike Aguirre reconvened the meeting into open session @7:33 p.m.

21. 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 job performance evaluation of Maintenance Supervisor Michael Falcon; possible action in open session regarding same which may include salary and job description adjustments.

Alderwoman Francisca Hernandez moved to approve the evaluation, seconded by Alderman Isauro Rivas. All in favor. Motion carries.

ADJOURNMENT:

22. Adjourn

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

Meeting adjourned @7:38 p.m.

Approved and passed on September 9, 2025

Attest

  
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Mike Aguirre  
Mayor

  
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Mike Ford  
Interim-City  
Administrator