

**City of Poteet**  
**Regular Meeting of the City Council**  
491 Avenue H, City Hall  
Tuesday, January 20, 2026  
6:30 P.M.

**Agenda**

**I. CALL TO ORDER** Time: \_\_\_\_\_

- A. Determination of Quorum
- B. Pledge of Allegiance
- C. Invocation

**II. CITIZEN COMMENTS (3 MINUTE LIMIT)**

Speakers need to complete the supplied form prior to this meeting. Any person who makes personal, disrespectful, or slanderous remarks, or who becomes boisterous while addressing the council or attending a council meeting shall be removed from the building if so, directed by the Mayor or Mayor Pro-Tem if the Mayor is absent or at the request of the majority of the council. Please be advised that comments will have no action and no discussion at this meeting. (Attorney General Opinion JC-0169). **(A speaker signed up may not cede time to another speaker to continue speaking Ordinance # 10172023-05.)**

**III. STAFF REPORTS**

- A. Finance
- B. Library
- C. Municipal Court
- D. Police Department
- E. Public Works
- F. Fire Department

**IV. CITY ADMINISTRATOR REPORT**

- A. 4<sup>th</sup> Annual City of Poteet Cowboy Breakfast – February 6<sup>th</sup> 5:30 A.M.
- B. Easter Egg Hunt Event – March 21<sup>st</sup> -11: 00 AM
- C. Jim Cullums Annual Strawberry Breakfast – March 28<sup>th</sup>
- D. Poteet Strawberry Festival April 9<sup>th</sup> – 12<sup>th</sup>.

- E. Tuttle Property Purchase
- F. Employee Award Presentation

**V. APPROVAL OF MINUTES**

- A. Approve Minutes of the November 18, 2025 – Regular Meeting
- B. Approve Minutes of the December 15, 2025 – Special Meeting

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

**VI. NEW BUSINESS**

- A. Discussion and possible action on ordering the May 2, 2026, City of Poteet General Election (*City Secretary Abigayle Frautschi*)

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

- B. Discussion and possible action on approving the purchase of a trash pump. (*City Administrator Melissa Popham*)

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez

Non-Discrimination Statement

"This institution is an equal Opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442, or email at [program.intake@usda.gov](mailto:program.intake@usda.gov) ." Revised January 2014

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Secretary at (830) 742 - 3574. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]

			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

C. Discussion and possible action on approving Resolution # 01202026-01R, Public Safety Grant. *City Administrator Melissa Popham*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

D. Discussion and possible action on “changing 431 Ave F Poteet TX, to a dual use zone” *(Nick Vasquez, Council Pl. 1)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

E. Discussion and possible action “to correct the duplication of change of address for 522 Ave G” *(Salvador Almanza, Resident)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor

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			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

F. Discussion and possible action on updating the Council Code of Ethics to establish procedures for complaints against elected officials. *(Vanessa Saylor, Councilwoman Pl 4)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

G. Discussion and possible action on amending the Social Media Policy, to remove comments from all City posts and live streams. *(Vanessa Saylor, Councilwoman Pl 4.)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

**VII. EXECUTIVE SESSION**

The City Council of the City of Poteet will convene into closed-door session to discuss matters authorized by the Texas Open Meetings ACT, Texas Government Code Section §551.071 (Consultations with Attorney), Section §551.074 (Personnel Matters), pertaining to the following:

- A. Texas Government Code §551.071 – Consultation with Attorney – Legal Action from Poteet Police Association
- B. Texas Government Code §551.074 – Personnel Matters – Update of Chief of Police Candidate

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The City Council of the City of Poteet will reconvene into open session to consider and possibly take appropriate action on the closed-door session items(s)

A. Discussion and possible action relating to the Poteet Police Association’s legal action.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

B. Discussion and possible action on appointing the Chief of Police.

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

**VIII. COUNCIL COMMENTS**

- A. Councilmember Nick Vasquez
- B. Councilmember Henry Dominguez
- C. Councilmember Jeremy Fernandez
- D. Councilmember Vanessa Saylor
- E. Mayor Pro Tem Crystal Bautista
- F. Mayor Denise Sanchez

**IX. ADJOURNMENT**

Time: \_\_\_\_\_

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

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For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Jeremy Fernandez
			Councilmember Vanessa Saylor
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board at City Hall of the City of Poteet, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time; and remained so posted continuously for at least 3 business days proceeding the scheduled time of said meeting.



Abigayle Frautschi, City Secretary

Posted by Abigayle Frautschi, City Secretary, on the 12<sup>th</sup> day of January, 2026, at 4:56 P.M.

The Poteet City Council reserves the right to adjourn into Executive Session at any time to discuss any of the matters listed on the agenda, as authorized by Texas Government Code 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.0763 (deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

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