

Minutes
Regular Meeting
July 29, 2025

On this 29th day of July 2025, at 7:00 p.m., the City Council of the City of Devine convened in a Regular Meeting, the same being open to the public, at the Dr. George S. Woods Community Center, 200 E. Hondo Avenue, Devine, Texas 78016. Notice of said meeting having been prescribed in Chapter 551, Government Code, and Vernon's Texas Codes, Annotated, and the following members being present:

Mayor Butch Cook
Alderman Michael Hernandez
Alderman Ray Gonzales
Alderman Jeff Miller
Alderman Josh Ritchey
Alderman Harold Lance

Others Present: Police Chief Candidates Joe Brown II, Alexander Villalobos, and Mrs. Villalobos.

Personnel Present: David L. Jordan, City Administrator; Michelle Martin City Secretary; Christine Green; Finance, Sophia Benavides; Finance Director, Lt. Chris Andrews; Devine PD, Tom Cate; City Attorney, and Pete Sanchez; Director Public Works

Mayor Cook called the meeting to order at 7:02pm.

Alderman Ritchey delivered the Invocation. Mayor Cook led the Pledge of Allegiance to the United States Flag and the Pledge of Allegiance to the Texas Flag.

The third order of business was the Visitors/Citizens Forum.

Robert Brown did sign up to speak, but he left the meeting before it started. He had a concern about adding speed bumps to Warhorse Dr. Pete Sanchez, Public Works Director, did get up to say that he spoke with him briefly prior to the meeting. He told him that this street is the school's property and recommended he attend a school board meeting to share his concern. Mayor Cook did ask where the street goes around, if it is still school property. Pete confirmed that it is school property. Mayor Cook did thank him for showing up to inquire on this. He also said that he wants City Staff to follow up with Mr. Brown to discuss further if needed. Alderman Miller did ask if the street that runs by the visitors' side of the stadium is also part of the school's property, where homes are located. Pete said yes Warhorse Dr. is owned by the school.

The fourth order of business was Public Recognition.

There was no public recognition.

The fifth order of business was Employee Recognition.

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City Administrator David Jordan introduced the new City Finance Director, Sophia Benavides and new City Secretary, Michelle Martin. He said it was a very rigorous interview process and glad to see that these two positions have been filled. Mr. Jordan is looking forward to taking the City of Devine to the next level in filling these two new roles. Michelle and Sophia both spoke about their work experience for the positions and their plans to contribute to their new role. Mr. Jordan thanked Alderman Lance and Alderman Miller for being a part of the interview panels as well. Mayor Cook echoed the hiring of these two positions and looks forward to working with them. Mr. Jordan also said that the Court Administrator, Cassandra Maldonado, has also been hired. He said that tonight the council would be discussing the finalists for the Police Chief Position. Mayor Cook said that we also have a promotion in the Utilities Department too. Mr. Jordan said that Stephanie Martinez has been promoted to a Supervisor Position, and we just hired a new utility clerk as well.

The sixth order of business is the Approval of the Minutes for the Regular Meeting on June 17, 2025.

Motion made by Alderman Ritchey, seconded by Alderman Miller, to approve the minutes for Regular Meeting June 17, 2025.

Ayes - Five

Motion carried 5-0

The seventh order of business was Act on a Resolution of the city of Devine, Texas, authorizing certain individuals to exercise signatory authority over city funds.

City Administrator David Jordan said that due to a change in personnel, the signature cards on the city's bank accounts need to be updated for financial transactions. The new list includes the mayor, mayor pro-term, and assigned city staff. Alderman Miller asked if all of the accounts are going to be closed down to a few. Mr. Jordan said that not all accounts will be closed, but streamlined to serve their purpose.

Alderman Miller made a motion to approve updating the signature card list for those who have authority acting on behalf of the city, seconded by Alderman Ray Gonzales.

Ayes - Five

Motion carried 5-0

The eighth order of business was the consultation with attorney, pursuant to section 551.074 of the Texas Government code, personnel matters, to deliberate the appointment and employment of a public officer or employee.

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Mayor asked the two candidates if they wanted to go into closed session or open session. Both candidates said they want to go into closed session.

At 7:18p.m., the Mayor and Council went into Closed Session.

The ninth order of business was RECONVENE into Regular Session and Consider Action, if any, on Items discussed in Closed Session.

At 9:32 p.m., the Mayor and Council reconvened to return to the Open Session.

No action was taken in Closed Session.

Mayor Cook asked if there was a motion. Alderman Ritchey made a motion to act upon hiring the candidate on the agreed-upon salary. This is to be administered by City Administrator David Jordan. Alderman Hernandez seconded the motion.

Ayes - Five

Motion carried- 5-0

The tenth order of business was Informational Items.

- Alderman Ritchey asked on the status of the website. City Administrator Jordan said that we are meeting with the website design company, and we are almost there in getting it finalized.
- Alderman Ritchey asked on how code enforcement is progressing. City Administrator Jordan said code enforcement is progressing, but the permit department is behind due to staff shortages. Now that we have hired people, we will be catching those files up said Jordan.
- Mayor Cook asked about the Zig Zag Project. City Administrator Jordan said that the project has been completed.

There being no further business to come before the Council, Alderman Miller made a motion, seconded by Alderman Hernandez, to adjourn the meeting.

Ayes -- Five

Motion carried.

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Michelle H. Marks
City Secretary

Butch Cook
Mayor