Minutes of Regular Meeting held November 12, 2019

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ruben Gonzalez, Sam Cortez and Laura Reyna; City Secretary Josie Campa; Director of Public Works James McGrath; Park Maintenance Worker Wayne Newman; Police Captain Frank Reyes; Police Officer Danny Robison; Animal Control Director Santiago Morantez; Library Director Cassandra Cortez; Code Compliance Officer Scott Traeger; City Attorney Tom Cate. Alderman Farmer was absent.

Visitors: Marin Cisneros, Jose Valdez, Christopher Bowen, Mr. and Mrs. Zavala, Alex Sawicki, Edgar Dodson, Alan Kennedy, Alysha Quintanilla, Sam Parks, Megan Tschetter, Naomi Martinez, Lucas Martinez, Robin Barsch, Angela Perdue, Raul Plata.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Bowen opened the meeting at 6:30 p.m. and led everyone in the pledge to the flag.

VISITORS’/CITIZENS’ COMMENTS
Alderman Ruben Gonzalez told Council and the audience that Burger King would be having a soft opening in the next week or two and then plan a grand opening for a later date.

Mayor Bowen told everyone that soon the school will be a Purple Heart School and Lytle will be the only city to be a Purple Heart City and have a Purple Heart Bank and Purple Heart School.

APPROVAL OF MINUTES AND APPROVAL OF PAYMENT OF BILLS
City Secretary Josie Campa told Council about the bill from Troy Martin for $2,050.00 for building inspections. Alderman Gonzalez made the motion that Council approve the minutes of the October 7th public hearing and regular meeting, the special meeting October 21st and payment of the bills, as presented. Seconded by Alderwoman Reyna. Passed unanimously.

CONSIDER AND ACT UPON RECOMMENDATION FROM MOBILE HOME COMMISSION ON REQUEST FROM MARIN CISNEROS
Alderman Gonzalez made the motion that Council accept the recommendation from the Mobile Home Commission to deny Marin Cisneros request. Seconded by Alderwoman Reyna. Passed unanimously.

Council agreed that Mr. Cisneros could keep his RV on the property for four months as approved at the prior meeting.

CONSIDER AND ACT UPON REQUESTS FROM ALEX SAWICKI ON N. PECAN STREET (1) PLACING “NO PARKING” SIGNS ON N. PECAN STREET NEXT TO CHURCH (2) PUTTING SPEED HUMPS OR BUMPS ON N. PECAN STREET
Alex Sawicki told Council he has no problems with the church on his street, however, when the church is full parked vehicles do not allow for other vehicles to go down the street. He showed pictures to Council and said he had talked to Aldermen Gonzalez and Reyna and Chief Priest about this problem. Mr. Sawicki told Council that most of the people on this street have medical
CONSIDER AND ACT UPON REQUESTS FROM ALEX SAWICKI ON N. PECAN STREET (1) PLACING “NO PARKING” SIGNS ON N. PECAN STREET NEXT TO CHURCH (2) PUTTING SPEED HUMPS OR BUMPS ON N. PECAN STREET (CONT.) problems and therefore, this street needs to be kept open as much as possible in case an emergency vehicle is needed. Mayor Bowen told Mr. Sawicki that he had talked to Chief Priest and he would like some time for Chief to evaluate both of Mr. Sawicki’s requests. Alderman Gonzalez told Mayor Bowen this is a safety issue and he would like some kind of resolution to this matter before the next regular meeting.

Council discussed options available in case of an emergency and Mayor Bowen said he will let Chief Priest work on this matter. No action was taken on this item.

CONSIDER REQUEST FROM LYP TO USE BALL FIELDS AT JOHN LOTT MUNICIPAL PARK FOR SOCCER PRACTICES AND SOCCER GAMES ON DECEMBER 7TH AND 14TH - ALYSHA QUINTANILLA Alysha Quintanilla asked Council for permission for LYP to use the ball fields at John Lott Park on December 7th and December 14th for soccer since school facility will not be available. Wayne Newman, Park Maintenance man voiced concerns since LYP doesn’t pick up trash when they practice at the park. Ms. Quintanilla assured Council that they would pick up after themselves. Alderman Cortez made the motion that Council allow LYP to use the ball fields on December 7th and 14th. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM LYTLE LITTLE LEAGUE TO RENEW CONTRACT AND DETAILS FOR 2020 SEASON (MEGAN TSCHEFFER) Megan Tschetter, President of Lytle Little League, asked Council to renew the league’s contract with the city for use of the ball fields and concession stand. After discussion Alderman Stone made the motion that Council renew the contract with the Little League and have Alderwoman Reyna get with the City Attorney on the revised contract. Seconded by Alderman Cortez. Mr. Newman asked that Council have something in the contract about watering days. Council agreed to this request to have this matter addressed in the new contract. Motion was passed unanimously.

CONSIDER AND ACT UPON PLACEMENT OF DODSON BUILDING ON PROPERTY NEXT TO CABINET CREATIONS ON MAIN STREET Edgar Dodson told Council that the building the Zavala are wanting to place on their property was a classroom building from Southwest I.S.D. and is not a mobile home. He said that there are three sections, one will be the church and two will be rental properties to be used for commercial purposes. He told Council that they have engineers addressing the flood plain situation. Alderman Gonzalez voiced his concerns on this 30 year old building being placed on Main Street. Mr. Dodson told Council this building is constructed like a home. City Attorney Tom Cate told Council this building is not a manufactured or mobile home and that the city’s code says if the building can meet the city’s building code, it can be moved onto the property.
CONSIDER AND ACT UPON PLACEMENT OF DODSON BUILDING ON PROPERTY NEXT TO CABINET CREATIONS ON MAIN STREET (CONT.)
After discussion, Alderman Stone made the motion that Council allow the Zavalas to move in this building.

Alderwoman Reyna questioned whether this building was a portable and Alderman Gonzalez said the flood plain report is also needed and asked about layout for commercial use.

Mrs. Zavala said the building would be fixed up to have small offices that can be used for an insurance company, something small and a parking lot will be built, and the building will be fixed to look nice for Lytle.

City Attorney Tom Cate told Council they need to be aware of the State statute.

Mayor Bowen announced that Council would go into closed session at 7:40 p.m. allowed in Chapter 551.071, Subchapter D of the Government Code.

The meeting was reopened at 8:18 p.m. and Mayor Bowen announced that no action had been taken in closed session.

Alderman Stone made the motion that the building be allowed to be placed as per the city’s code depending on the report from the surveyor being made on the flood plain in that area. Seconded by Alderman Cortez. Vote: FOR-Aldermen Stone, Cortez and Reyna; AGAINST-Alderman Gonzalez. Motion carried.

CONSIDER AND ACT UPON CASTING VOTES FOR BOARD MEMBER TO MEDINA COUNTY APPRAISAL DISTRICT’S BOARD OF DIRECTORS
Alderman Gonzalez made the motion that Council cast all its votes for Director of Medina CAD Board for Roy Sheetz. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM LIBRARY DIRECTOR TO DONATE UNUSED LIBRARY FURNITURE TO SAFER PATH FAMILY VIOLENCE SHELTER IN PLEASANTON
Library Director Cassandra Cortez told Council that the Atascosa County Crisis Center AKA Safer Path Family Violence Shelter asked for the library’s unused furniture and recommended this be done as this furniture is only taking up room at the library. Alderman Gonzalez made the motion that Council approve this furniture be a contribution to the shelter for services provided to the city. Seconded by Alderman Stone. Passed unanimously.
CONSIDER AND ACT UPON EMPLOYMENT STATUS OF DANNY ROBISON
Police Captain Frank Reyes told Council that Danny Robison had successfully completed his six month probationary period and asked that he be given a $1.00 per hour increase in salary and all benefits. Alderman Cortez made the motion that Council hire Danny Robison as recommended. Seconded by Alderwoman Reyna. Passed unanimously.

CONSIDER AND ACT UPON CALLING FOR BIDS FOR THE MAINTENANCE OF CITY PROPERTIES
Alderman Cortez made the motion that Council call for bids for the maintenance of city properties. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON RENEWAL OF CONTRACT WITH WASTE MANAGEMENT
City Attorney Tom Cate told Council he has not reviewed the contract with Waste Management. No action was taken on this item.

CONSIDER AND ACT UPON ADOPTING ORDINANCE AMENDING EXCAVATION ORDINANCE TO INCLUDE REQUIREMENTS ON OPEN TRENCHES
City Attorney Tom Cate told Council he had drawn up the ordinance amending the current excavation ordinance. Alderman Gonzalez made the motion that this ordinance be adopted with the change made. Seconded by Alderwoman Reyna. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENT TO ZONING COMMISSION TO REPLACE DANIEL RIOS
Alderwoman Reyna suggested Council think about this appointment for the next regular meeting. No action was taken on this item.

Council took a short break at 8:46 p.m. and reconvened at 9:00 p.m.

CONSIDER AND ACT UPON ADOPTING ORDINANCES FOR AMENDING ORDINANCES FOR THE FOLLOWING:

(1) LIBRARY BOARD
City Attorney Tom Cate told Council he had written an ordinance for Library Board at the suggestion of Alderwoman Reyna and said on page 2 there is a discrepancy on whether board members should be people in the area or resident of Lytle. Alderman Stone asked to discuss the Library Board. He asked the Library Director if she wants a board and Ms. Cortez said she does not need a board. Alderman Cortez said he doesn't feel a board is needed since we haven't had one for ten years. Council discussed whether a board is needed for the Library at length and no action was taken on this item.
CONSIDER AND ACT UPON ADOPTING ORDINANCES FOR AMENDING ORDINANCES FOR THE FOLLOWING (CONT.)

(2) KEEP LYTLE BEAUTIFUL COMMISSION
City Attorney Tom Cate told Council that the ordinance he had drawn up for the Keep Lytle Beautiful Commission was basically what Alderwoman Reyna had presented to Council last month. Council discussed whether members of board and commission of the city should be residents in area or the city or taxpayers and property owners and agreed to change the requirements to resident and/or taxpayer of the city for one (1) year. Alderman Gonzalez made the motion that Council adopt this ordinance with the changes approved by Council. Seconded by Alderman Stone. Passed unanimously.

(3) MOBILE HOME COMMISSION
City Attorney Tom Cate told Council that he had made the changes that Council had agreed on such as being assigned by Council member for District and removal from office if member is not attending meeting. Alderman Stone made the motion that Council adopt the ordinance as presented by City Attorney. Seconded by Alderman Cortez. Passed unanimously.

(4) ZONING COMMISSION
City Attorney Tom Cate told Council he had written the Zoning Commission ordinance the same way as the Mobile Home Commission ordinance with reference to removal from office, if not attending and being assigned by Districts’ Alderman. Discussion held on proper wording for ordinance and Council agreed the wording should be like the Keep Lytle Beautiful Commission ordinance. Alderman Stone made the motion to rescind the prior motion for the Mobile Home Commission. Seconded by Alderwoman Reyna. Passed unanimously.

Alderman Stone made the motion that Council adopt the Mobile Home Commission ordinance with the corrected language (like the KLBC). Seconded by Alderwoman Reyna. Passed unanimously.

Alderman Cortez made the motion that the ordinance for the Zoning Commission be approved with the corrected language. Seconded by Alderman Gonzalez. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENTS TO THE FOLLOWING:

(1) LIBRARY BOARD
No action was taken on this item.

(2) KEEP LYTLE BEAUTIFUL COMMISSION
Mayor Bowen and the City Secretary both signed this ordinance. Mayor Bowen asked Council members to name their choices for the Keep Lytle Beautiful Commission. Alderman Ruben Gonzalez nominated Armando Hernandez; Alderman Sam Cortez nominated Cheryl Vaughan; Alderwoman Laura Reyna nominated Kevin Englehart and Alderman Stone named Jeanice
(2) KEEP LYTLE BEAUTIFUL COMMISSION(CONT.)
Jacques to this commission. Alderman Stone then made the motion that Council appoint all of the above mentioned to serve as the Keep Lytle Beautiful Commission. Seconded by Alderman Cortez. Passed unanimously. City Attorney Tom Cate had Council draw for lots to determine length of term. These were drawn as follows: Alderman Stone’s nominee (Jeanice Jacques) will serve a 2-year term; Alderwoman Reyna’s nominee (Kevin Englehart) will serve a 2-year term; Alderman Cortez’ nominee (Cheryl Vaughan) will serve a one-year term and Alderman Gonzalez’ nominee (Armando Hernandez) will serve a 2-year term. Alderman Farmers’ nominee will serve the last one-term once he or she is appointed. Alderman Stone made the motion that Council appoint Alderwoman Reyna to serve as Councils’ member to work with the Keep Lytle Beautiful Commission. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF ZONING ORDINANCE PROHIBITING MOBILE/MANUFACTURED HOMES ON CITY’S MAIN STREET FROM FM 2790 NORTH EAST TO CITY LIMITS
City Attorney Tom Cate explained the new zone in the ordinance he prepared. Alderman Gonzalez made the motion that Council adopt this ordinance, as presented. Seconded by Alderwoman Reyna. Pass unanimously.

CONSIDER AND ACT UPON NUMBER OF PUBLIC MEETINGS TO BE HELD FOR THE PURPOSE OF AMENDING THE LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN AND IMPOSITION OF IMPACT FEES FOR THESE IMPROVEMENTS
Council discussed the number of public hearings to be held for the impact fees. After discussion, Alderwoman Reyna made the motion that Council have two (2) public hearings for the impact fees, one (1) separate from the Council Meeting and one (1) before a Council meeting. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON CANCELLING DECEMBER CITY COUNCIL MEETING DUE TO THE HOLIDAYS AND ALLOWING THE CITY SECRETARY TO PAY DECEMBER BILLS
Alderman Stone made the motion that Council cancel the December Council meeting, due to the holidays and the City Secretary be allowed to pay the bills. Seconded by Alderman Cortez. Passed unanimously.

ANIMAL CONTROL DIRECTOR’S REPORT
Santiago Morantez presented his Animal Control Director’s report with a power point presentation.

LIBRARY DIRECTOR’S REPORT
The Library Director Cassandra Cortez presented her monthly report with a power point presentation.
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**CODE COMPLIANCE OFFICER’S REPORT**
Scott Traeger, the Code Compliance officer told Council he didn’t have much to report.

He said he should get the report from Howard Surveying on the flood plain very soon.

**PUBLIC WORKS DIRECTOR’S REPORT**
Public Works’ Director James McGrath gave a power point presentation as his report to Council.

**POLICE CHIEF’S REPORT**
Police Captain Frank Reyes reviewed the Chief’s monthly report already sent to Council with everyone with a power point presentation.

**CITY SECRETARY’S REPORT**
Josie Campa presented her monthly City Secretary’s report with a power point presentation.

**MAYOR’S REPORT**
Mayor Bowen told Council that the Burger King will be open very soon and he will keep them informed.

The Mayor reminded everyone about the annual holiday hayride and said this would be a great event.

The Mayor also told Council that Alderwoman Reyna would be working at the Holiday Market the same day as the hayride.

Mayor Bowen said that since the hayride is so late this year, most people should have their Christmas lights up already.

The meeting was adjourned at 10:34 p.m.