Minutes of Regular Meeting held March 9, 2020

Regular meeting held with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ruben Gonzalez, Sam Cortez, Laura Reyna; City Secretary Josie Campa; Director of Public Works James McGrath; Library Director Cassandra Cortez; Fire Marshal Matt Dear; P.D. Corporal Danny Robison; City Attorney Tom Cate; Code Compliance Officer Scott Traeger.


CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Bowen opened the meeting at 6:35 p.m. and led everyone in the Pledge of Allegiance.

VISITORS/CITIZENS' COMMENTS
Sam Parks presented his idea of better phones for the City Hall.

PRESENTATION OF LETTER OF RECOGNITION
A short video was shown to everyone concerning the actions of Amadeus Trejo-Perez. Alderwoman Reyna read a Facebook post concerning Mr. Trejo-Perez from the mother of the boy that was helped at the track meet. Mayor Bowen then read a letter of recognition for Amadeus Trejo-Perez and then presented him with this letter and a plaque from the Lytle City Council. Mayor Bowen also presented a card from the city with gift cards for the city’s fast-food restaurants. Mayor Bowen said this was a special moment and sometimes you need to take time to do things like this. Mr. Trejo-Perez thanked Council and the Mayor and said if something like this occurred again, he would do the same thing again and that he hoped he had made a difference.

APPROVAL OF MINUTES AND APPROVAL OF PAYMENT OF BILLS
City Secretary Josie Campa added the bill received from South Texas Trophies for three plaques that totaled $254.65. Alderman Gonzalez made the motion that Council approve the minutes of the February 10th regular meeting and payment of the bills, as presented. Seconded by Alderman Stone. Passed unanimously.

REPORT FROM MEDINA CAD BOARD MEMBER ROY SHEETZ
Mr. Sheetz was called out of town on business and could not be at meeting. No action taken.

CONSIDER AND ACT UPON REQUEST FROM MARISSA CARRILLO FOR PERMISSION TO KEEP HOME ON PROPERTY WHILE SHE IS WAITING TO GET A MANUFACTURED HOME APPROVED BY THE MOBILE HOME COMMISSION AND CITY COUNCIL AND THEN PUT IN PLACE ON SAME PROPERTY
City Secretary Josie Campa stated that Marissa Carrillo is wanting to have a mobile home placed on property that already has a house on it. She said the ordinance doesn’t allow her to put another living unit on this property, so she is wanting permission to have this home put on the
CONSIDER AND ACT UPON REQUEST FROM MARISSA CARRILLO FOR PERMISSION TO KEEP HOME ON PROPERTY WHILE SHE IS WAITING TO GET A MANUFACTURED HOME APPROVED BY THE MOBILE HOME COMMISSION AND CITY COUNCIL AND THEN PUT IN PLACE ON SAME PROPERTY (CONT.)

property and then have the old house demolished. Alderman Stone made the motion that Council grant permission to Marissa Carrillo to get a mobile home placed on this property once it goes through the Mobile Home Commission and that the old house be demolished within six months of placement of the mobile home. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON RECOMMENDATION FROM THE CITY OF LYTLE’S CAPITAL IMPROVEMENTS ADVISORY COMMITTEE ON AMENDMENTS TO THE LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENT PLAN AND IMPACT FEES

Aldermanwoman Reyna asked about the “credit for ad valorem taxes added” option. City Attorney Tom Cate told her that this option was not pursued since it would probably be less. Alderman Gonzalez asked how much it would take to get this rate. Jeff Dahm told Council more analysis would be required. City Attorney Tom Cate told Council that someone else would have to be brought in to do the financial calculations. After a lengthy discussion, Alderman Gonzalez made the motion that Council take the advisory committee’s recommendation and authorize the engineer to make calculations to determine the fees for the tax option. Seconded by Aldermanwoman Reyna. Passed unanimously.

PRESENTATION FROM LYTLE CHAMBER OF COMMERCE ON FARMERS’ MARKET AND CONSIDER AND ACT UPON REQUEST FOR FUNDING FOR THE LYTLE CHAMBER OF COMMERCE TO HOLD A FARMERS’ MARKET—MARK LOVELACE AND SIMON GARCIA

Mark Lovelace, Lytle Chamber of Commerce presented a “Lytle Farmer’s Market” proposal to Council members. Mr. Lovelace told Council that there is a great desire in the community to bring back the Main Street market. He said the Chamber’s goal is to provide an alternative to H.E.B. and Walmart that offers fresh produce and products covered under Texas Cottage Food Law. He told Council he knows H.E.B. is a great partner and that this “farmers’ market”, won’t make a dent in H.E.B.’s business. Mr. Lovelace told Council that the Chamber would like to have this market from April thru November and said they have been given permission to use the old Mr. Pizza/Dollar General property for their market. Simon Garcia reviewed the Chamber’s handout with Council, and addressed the chamber’s goal for this program. Chamber President Mark Lovelace told Council they would like to hold the market once a month on the first Saturday of the month, but this could change if there is a holiday during that time. Mr. Lovelace requested the city support this program by giving the Chamber $1,330.00 for fees that will cover the start-up of this program. After discussion, Alderman Gonzalez made the motion that the Council approve the request from the Chamber of Commerce for $1,330.00 for starting up the Chamber’s Farmer’s Market Program. Seconded by Alderman Cortez. Discussion held on whether this program would encourage vendors to stay at city’s motel and hotel. The motion was then passed unanimously.
CONSIDER AND ACT UPON REQUEST FOR CONTRIBUTION TO HAVE NEW VISITORS’ GUIDE PRINTED
Natalie Spencer talked to Council about sponsoring the Visitors’ Guide that is put out every other year. She told Council about the usual contents of this guide and said they would try to provide as complete a picture of Lytle as they could. Mrs. Spencer told Council the sponsorship fee is still $1,200.00. After discussion, Alderman Gonzalez made the motion that the city sponsor the Visitors’ Guide for $1,200.00. Seconded by Alderman Stone. Passed unanimously.

LYTLE VFW POST #12041 PRESENTATION ON VETERANS’ ASSISTANCE PROGRAM AND CONSIDER AND ACT UPON REQUEST FROM VFW FOR FUNDING FOR THIS PROGRAM
Larry Sanders, Commander for Lytle’s VFW Post thanked the Council for their service. He then told Council of the events held by the Lytle Post the past year, and told of the post’s ranking. Mr. Sanders reported that the Lytle VFW is one of the Top Ten posts in Texas and either 18th or 19th in the nation. He said the post received All-American and All-State ranking for the 9th year. Mr. Sanders told Council that Lytle is the only city in Texas to have “Purple Heart” recognition for the post, the city and the bank (only bank in the U.S.). Mr. Sanders gave Council an update on the land development at the site for the new building. He also told Council that the 10th annual awards banquet would be held April 16th. Mr. Sanders told Council about the VFW’s Operation Zero program and said they had used up most of their funds on the programs already held and were in need of $1,400.00 to help with Operation Zero and projects for the remainder of the year. Mayor Bowen recommended to Council that the city assist the VFW since they always assist the city with its projects. Alderwoman Reyna made the motion that Council approve the VFW’s request and the city give the post $2,000.00. Seconded by Alderman Stone. Passed unanimously.

Council took a short break at 7:59 p.m. and reconvened at 8:15 p.m.

Wayne Herl gave Council an update on Texas Western Wearhouse’s remodeling project.

REVIEW AND CONSIDER AND ACT UPON CITY CODE OF ORDINANCES CONCERNING RVs IN THE CITY LIMITS OF LYTLE
City Secretary Josie Campa told Council that there is no ordinance in the city’s code that regulates RVs other than allowing them to be parked on RV owner’s property. City Attorney Tom Cate told Council there is no ordinance on RVs at this time and that back in the 1980’s there was a lot of flack about mobile homes and an ordinance was written setting up the Mobile Home Commission to take care of that matter case by case. Council then discussed whether an ordinance should be written to regulate RVs. Code Compliance Officer Scott Traeger said that if an RV is set up as a residence full-time then an extra water meter would be required. The City Attorney told Council that if an RV is set up full-time it is a violation of the city’s code that says one house per lot. Mayor Bowen told Council this is not an issue now and he doesn’t want to be hardnosed with people. Alderman Gonzalez told Council he doesn’t have concerns on RVs in a residential area, however, he does with RVs in a business district. Alderwoman Reyna
REVIEW AND CONSIDER AND ACT UPON CITY CODE OF ORDINANCE CONCERNING RV'S IN THE CITY LIMITS OF LYTLE (CONT.)
agreed with Alderman Gonzalez that regulations for a RV should be different in a business district. Council discussed the two businesses that currently have RVs located on their property. After lengthy discussion, Alderman Gonzalez made the motion that Council have the City Attorney review a 90-day temporary RV location for business district. Seconded by Alderwoman Reyna. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF ORDINANCE CALLING FOR A MANDATORY REVIEW BY CITY'S ENGINEERS FOR ANY DEVELOPMENT ALONG THE CITY'S FLOODPLAIN
Alderman Gonzalez made the motion that Council adopt ordinance calling for a mandatory review by the city’s engineers for development along the city’s floodplain. Seconded by Alderman Stone. Passed unanimously.

DISCUSSION AND/OR ACTION ON SET-UP OF RECYCLING PROGRAM FOR CITY AND PERSONS TO WORK AT RECYCLING CENTER
Alderwoman Laura Reyna told Council that since the contract with Waste Management has been finalized the city needs to look at getting someone ready for the recycling station. Council agreed to have Chris Cox come to Council meeting to discuss recycling program. The City Secretary said she would call Jourdanton to get info from them on their recycling program. The Mayor also suggested having a public hearing to prepare citizens for this program. No action was taken on this item.

CONSIDER AND ACT UPON APPOINTMENTS TO THE MOBILE HOME COMMISSION AND CONSIDER AND ACT UPON APPOINTMENTS TO THE ZONING COMMISSION
The City Secretary will call current members of the Mobile Home Commission to see if they are still interested in serving and get an e-mail sent to Council before the next regular Council meeting. No action was taken on these items.

CONSIDER AND ACT UPON APPROVAL OF LIGHTING FOR JOHN LOTT PARK BALL FIELDS—ALDERMAN SAM CORTEZ
Alderman Sam Cortez told Council he had brought bids to Council on lighting for the ball fields at John Lott Park, and he wants Council to vote on approving this project, so he can go forward with trying to obtain the funding for said project. Alderman Gonzalez made the motion that Council go forward with the ball field lighting project and authorize Alderman Sam Cortez to continue with finding funding for this project and then give Council an update in two months. Seconded by Alderwoman Reyna. Passed unanimously.
CONSIDER AND ACT UPON REPLACEMENT FOR DISTRICT 5 ALDERMAN RUBLE FARMER
Mayor Bowen told Council he had gotten a call from Erik Dahler offering to serve the remainder of Alderman Ruble Farmer’s term. The Mayor told Council the election is two months away and asked Council members if they want to fill this seat or not. Alderwoman Reyna expressed concern since Mr. Dahler is the only one that came forward. Alderman Cortez told Council that Mr. Dahler has already served as a Council member and is a good man. Alderman Gonzalez told Council that had this been done months ago, he would agree to fill position, however, only a few months to go now. Alderwoman Reyna made the motion that Council not fill the District 5 vacancy now. Seconded by Alderman Gonzalez. Passed unanimously.

UPDATE ON COAL MINE EMERGENCY EXIT-ALDERMAN RUBEN GONZALEZ
Council was given an update on the Coal Mine emergency exit. City Attorney Tom Cate told Council that he has done research of deed records and now needs to get with property owners of the grass farm and Garcia easement. He said he had talked to Matt Dear about emergency vehicle needs and need to determine what road way will be used for this exit. Mr. Cate told Council he would try to have this for next meeting. Council discussed who will have access to this exit and what would be the best option for locking gate.

UPDATE ON CREATION OF A PID “PUBLIC IMPROVEMENT DISTRICT”
City Secretary Josie Campa gave Council a copy of the letter and petition from the attorney representing the new owner of the Gidley property concerning the petition for creation of the PID. She told Council she had turned this over to the City Attorney and Mark McLiney. City Attorney Tom Cate told Council he wants to include Mr. McLiney on this matter and he will keep Council informed on the work being done on creating the PID.

UPDATE ON GAS OUTAGE FOR INTEGRITY TESTING
City Secretary Josie Campa gave Council a copy of the letter received from West Texas Gas about “Force Majeure” will occur in August due to integrity testing being done on gas main during that time. She told Council she had turned this over to CPS Energy to oversee and that the City will have to pay a company to truck in natural gas for the city’s gas system during the testing period. Alderwoman Reyna questioned the City Attorney on the way the term “Force Majeure” was used by West Texas Gas in the letter they sent to the city.

UPDATE ON CITY MAPS
City Secretary Josie Campa told Council that the city maps had been corrected by Howard Surveying and she had received several copies and a digital copy of the revised map. City Attorney Tom Cate agreed to send the City Secretary a list of agencies that need city maps sent to them.
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**UPDATE ON PROJECTS’ LIST**
City Secretary Josie Campa told Council she had met with department heads to discuss ongoing projects in their departments. She told Council that now that she has a list of projects, she will have to go back and do research on dates, money budgeted, and timelines, and that hopefully she can get this by next meeting.

**ANIMAL CONTROL DIRECTOR’S REPORT**
No report presented since Animal Control Director was not present.

**LIBRARY DIRECTOR’S REPORT**
Cassandra Cortez gave a power point presentation as her monthly Library Director’s Report.

**CODE COMPLIANCE OFFICER’S REPORT**
Code Compliance Officer Scott Traeger told Council about the trees cut down at the old Calk place by the new owner. He said he had talked to the new owner about his plans for the property and that the owner said the property will be used for a used car lot and wash bay and that the house will be moved out.

Mr. Traeger told Council that the other things he has worked on during the month are the same old things such as brush and debris placement.

Alderman Reyna asked whether builders are required to have a roll-off while building. Mr. Traeger said this is not required at this time, but should be.

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

**POLICE CHIEF’S REPORT**
Matt Dear gave a power point presentation as the Police Chief’s monthly report, and said this report had been sent to Council.

Mr. Dear and Alderman Gonzalez then gave Council an update on the city’s website redesign. Mr. Dear told Council the new design will be ADA compliant and much more user friendly than the present design. He said when the new website gets done, some things will have to be added if done after migration.

**CITY SECRETARY’S REPORT**
Josie Campa gave her City Secretary’s Report with a power point presentation and gave copies to each Council member.
MAYOR’S REPORT
Mayor Mark Bowen told Council the two new subdivisions are moving forward, and that Saddle Ridge is still in the redesign phase and that Gidley Farms has petitioned for the PID.

The Mayor told Council that he and other city department heads and Mayor Pro-tem Gonzalez will be meeting with TxDOT on March 12th.

The meeting was adjourned at 10:02 p.m.