Minutes of Regular Meeting held September 14, 2020

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Erik Dahler, Jerry Stone, Ruben Gonzalez, Laura Reyna, Sam Cortez; City Secretary Josie Campa; Police Chief Richard Priest; Director of Public Works James McGrath; Police Officer David Lopez; City Attorney Tom Cate.

Visitors: Charles Cate, Donna Hendrick, Simon Garcia, Emma Barrera, Florencia Morales, Wayne Herl.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Bowen opened the meeting at 6:36 p.m. and led everyone in the pledge to the flag.

VISITORS'/CITIZENS' COMMENTS
Ruben Gonzalez told Council that the Lytle Chamber of Commerce wants the Emergency Management team to take into account that they want to do a Fitness Festival the 1st week of November at John Lott Park. He said the Chamber wants to inform the public and they have several businesses that are health-related and can help the public. Mayor Bowen asked the Chamber of Commerce for an overview of this event for the committee. Simon Garcia told the Mayor he will get something for the committee.

CONSIDER APPROVAL OF MINUTES AND CONSIDER APPROVAL OF PAYMENT OF BILLS
Alderman Reyna gave each Council member, the City Attorney and City Secretary a copy of amendments to the minutes of the emergency meetings held on August 18th and 31st, and the special meeting on September 8th. Alderman Gonzalez asked for corrections to the minutes of the emergency meetings held on August 18th, 24th and 31st, the special meeting held September 8th and the budget workshop held September 8th. Alderman Cortez made the motion that Council approve the minutes as amended and payment of the bills, as presented. Seconded by Alderman Stone. VOTE: FOR motion-Aldermen Cortez, Stone, Gonzalez and Reyna. AGAINST motion-Alderman Dahler. Motion carried.

CONSIDER AND ACT UPON ADOPTION OF THE 2020-2021 BUDGET
Alderman Stone made the motion that Council adopt the 2020-2021 fiscal year budget. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF 2020 TAX RATE
Alderman Dahler made the motion that Council adopt the ordinance adopting the 2020 tax rate of $0.4154 per $100.00 valuation. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON CALLING FOR BIDS ON BRUSH PICK-UP
City Secretary Josie Campa asked Council for permission to advertise for bids for brush pick-up. Alderman Stone made the motion that Council authorize the City Secretary to advertise for bids for brush pick-up. Seconded by Alderman Dahler. Passed unanimously.
CONSIDER AND ACT UPON HIRING OFFICE WORKER TO FILL VACANCY
City Secretary Josie Campa recommended to Council that Donna Hendrick be hired to fill the vacancy in the office at $15.00 per hour. Alderman Dahler made the motion that Council hire Donna Hendrick at $15.00 per hour. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON RENEWAL OF DEPOSITORY CONTRACT

CONSIDER AND ACT UPON ITEMS NEEDED FOR THE RECYCLING PROGRAM
City Secretary Josie Campa told Council she had talked to the Public Works’ Director at Jourdanton and he told her the City of Jourdanton has the following for their recycling program: one large 20 cubic yard open top roll-off that has no bins, so the items do not have to be separated or sorted and their recycling service is once a week from 8 a.m. - 12:00 noon and on the 1st and 3rd Saturdays from 8:00 a.m. to 12:00 noon and is manned by a Public Works’ employee. She told Council that Jourdanton requires proof like a utility bill to allow the people to dump their recyclables. Council discussed whether to hire someone or to have a city employee work the recycling center. The City Secretary and Public Works’ Director told Council about the area chosen for the recycling and said Chris Cox had looked at it. Mr. McGrath told Council he would need to put gates (either 6 ft. or 8 ft. high) on each side of the area chosen to be the site. After discussion, Alderwoman Reyna made the motion that the City start the recycling program on Wednesday October 21st. Seconded by Alderman Dahler. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENT OF MEMBERS TO THE CARES ACT FUNDING ADVISORY COMMITTEE
Mayor Bowen asked Council members for their nominees for the CARES Act Funding Advisory Committee. Alderman Gonzalez nominated Mark Lovelace; Alderman Cortez nominated Buddy Saucedo; Alderwoman Reyna nominated Simon Garcia; and Alderman Jerry Stone and Erik Dahler told Council they didn’t have a nominee for this committee. Alderman Stone asked Wayne Herl if he would serve on this committee and Mr. Herl declined. Alderwoman Reyna told Council she would talk to Superintendent Michelle Smith about getting someone from the school for this committee. Alderman Cortez made the motion that Council appoint Mark Lovelace, Buddy Saucedo and Simon Garcia to the CARES Act Funding Advisory Committee and authorize Alderwoman Reyna to talk to Superintendent about school representative for this committee. Seconded by Alderman Gonzalez. Passed unanimously.
CONSIDER AND ACT UPON CALLING FOR RFQS FOR AUDITING FIRM
City Attorney Tom Cate talked to Council about RFQ for an auditing firm. He said he talked to TML and they sent him three RFQs to use as a sample and that he liked the City of Anna’s format the best. Mr. Cate told Council that if an auditing firm has any contact with any Council member they will be disqualified. Alderman Gonzalez made the motion that Council have the City Attorney draw up a RFQ for auditing firm. Seconded by Alderman Cortez. Discussion on time this will take. Motion was passed unanimously.

Council took a break at 7:58 p.m. and reconvened at 8:13 p.m.

CONSIDER AND ACT UPON ESTABLISHING A BUDGET CALENDAR TO ASSIST WITH MEETING TIMELINES
Alderman Gonzalez told Council he feels the city needs a budget calendar to keep Council on track. Alderwoman Reyna made the motion that the Council get a budget calendar. Seconded by Alderman Gonzalez. Passed unanimously.

CONSIDER AND ACT UPON SCHEDULE FOR APPROVING THE RECALCULATED IMPACT FEES
City Attorney Tom Cate told Council that the engineering firm had recalculated the impact fees as requested by Council and that there is quite a difference from the first fees they calculated. He told Council he feels the advisory committee should meet to consider the new calculation and another public hearing be held. Mr. Cate said the public hearing notice has to be published 30 days before the hearing and suggested the advisory committee meet and give comments five (5) days before Council. Alderman Stone made the motion that Council authorize the City Secretary to advertise for the public hearing and set up a meeting of the Impact Fee Advisory Committee. Seconded by Alderman Dahler. Passed unanimously.

CONSIDER AND ACT UPON AMENDMENTS TO THE CITY CODE OF ORDINANCES FOR SUBDIVISION RULES AND REGULATIONS
City Attorney Tom Cate told Council that back in April the engineer had asked for comments on the amendments he had proposed to the city’s code of ordinances subdivision rules and regulations. Mr. Cate told Council that the engineer has not received any comments from Council and they need to do this. Mr. Cate said Council will need to have a public hearing on theses changes to the subdivision code and it should have a 10-day published notice. He requested a time be set for this public hearing. The City Secretary told Council she would be extremely busy for at least the next two weeks getting tax statements ready and the City Attorney agreed to assist her with getting the notice ready for publication. Alderman Gonzalez made the motion that Council hold a public hearing on the proposed changes to the city’s subdivision code in October. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER AND ACT UPON ANNEXATION SCHEDULE FOR SNAVELY PROPERTY
City Attorney Tom Cate told Council that a schedule for the annexation of the Snavely property needs to be set up. He explained the items that need to be addressed by the city for the annexation. Alderwoman Reyna made the motion that Council have the City Attorney on this annexation project. Seconded by Alderman Dahler. City Attorney Tom Cate told Council he will make a rough draft for Council and send this to the developer. Motion was passed unanimously.

CONSIDER AND ACT UPON ADVERTISING FOR CITY STAFF
City Secretary Josie Campa asked for permission to advertise for employee for City Hall. Council discussed getting a job description written before advertising. Alderman Gonzalez made the motion that this item be tabled until a job description is drawn up. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON CHANGING DATE OF OCTOBER MEETING DUE TO COLUMBUS DAY HOLIDAY ON OCTOBER 12TH
Aldерwoman Reyna made the motion that the regular Council meeting in October be held on Tuesday, October 13th, due to the holiday on October 12th. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING PAYMENT OF BILLS FROM THIS FISCAL YEAR’S BUDGET IF MONIES ARE AVAILABLE
Alderman Cortez made the motion that Council authorize the City Secretary to pay incoming bills from this year’s budget if monies are available. Seconded by Alderman Stone. Passed unanimously.

The meeting was adjourned at 8:43 p.m.