Minutes of Regular Meeting held March 8, 2021

Regular meeting with the following present: Mayor Ruben Gonzalez; Aldermen Jerry Stone, Laura Reyna, Guadalupe Castro, Sam Cortez, Alderman Cate was present via zoom. Also present were: City Secretary Josie Campa; Director of Public Works’ James McGrath; Animal Control Santiago Morantez; City Attorney Tom Cate; Police Captain Frank Reyes; Police Officer David Lopez, Library Director Cassandra Cortez.


CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Gonzalez called the meeting to order at 6:34 p.m. and led everyone in the Pledge of Allegiance.

VISITORS’/CITIZENS’ COMMENTS
Mayor Gonzalez handed out Certificates of Recognition to organizations, churches, businesses, city departments and city employees for all they did to assist the city during the winter storm in February. The Mayor recognized everyone individually and told of their contributions during the week long storm.

After the Mayor had handed out the certificates, Alderman Castro told everyone that the Mayor had put in many hours, too during the winter storm. He also told everyone that Alderman Cortez had also assisted and recognized the office clerk and City Secretary for their contributions during that week.

Mayor Gonzalez told Council that people from other cities also depended on Lytle’s team to assist them during that week.

CONSIDER APPROVAL OF MINUTES
Alderman Reyna asked that the minutes of February 8th be corrected to show that “TxDOT rep told Council that in the municipal maintenance agreement the city is responsible for sidewalks,” instead of her stating this. Mayor Gonzalez asked that under the line item for purchase of a new Radio repeater, the line be added that the budget amendment will come from a CD. The Mayor also asked that the word “Lady” be added under informational items when he told about the basketball team having a great season. The Mayor asked that the February 25th minutes be amended and that the following be added to the next to last paragraph on Page 1 of those minutes. “Mayor Gonzalez told Council he feels the well is important, but it is also important to help others and to include the businesses and school district.” Alderman Cortez made the motion that Council approve the minutes of the February 8th and February 25th, as amended. Seconded by Alderman Castro. Passed unanimously.
CONSIDER APPROVAL OF CITY ATTORNEY’S MONTHLY BILL
Alderman Cortez made the motion that Council approve the bill from the City Attorney totaling $10,375.50 for February legal fees. Seconded by Alderman Stone. VOTE: For motion: Aldermen Cortez, Stone, Castro and Reyna. Alderman Cate abstained. Motion carried.

CONSIDER APPROVAL OF PAYMENT OF BILLS
Alderman Stone made the motion that Council approve payment of the bills, as presented. Seconded by Alderman Cortez. Passed unanimously.

COVID-19 UPDATE
Dr. Richard Neel, the City’s Local Health Authority, gave Council an update on Covid-19 and answered a few questions from Council and the audience.

CONSIDER AND ACT UPON PROPOSAL FROM FRONTERA CONCEPTS FOR WIRELESS INTERNET FOR LYTLE COMMUNITY CENTER AND ANNEX
John Garza from Frontera Concepts presented his proposal for wireless internet for the Community Center and Annex, and reviewed the proposals from Comm Zoom and AT & T. Mr. Garza recommended to Council that due to the cost, they go with Comm Zoom. After a lengthy discussion on the cost for this project, Alderwoman Reyna made the motion that this item be tabled for next month and have a workshop on the budget since six months of the budget will be up the end of March. Seconded by Alderman Cortez. Passed unanimously.

TEXAS TARGET COMMUNITY PROGRAM-JAMIE MASTERSO, TEXAS A & M ASSOCIATE DIRECTOR OF TEXAS TARGET COMMUNITY PROGRAM
Mayor Gonzalez tried calling Jamie Masterson to talk to Council about the Texas Target Community Program, but she did not answer her phone.

CONSIDER AND ACT UPON PARTICIPATING IN TEXAS TARGET COMMUNITY PROGRAM
Mayor Gonzalez told Council this item would be done later after Mrs. Masterson talked to Council about the program.

CONSIDER AND ACT UPON ALLOWING VFW POST#12041 TO USE HORACE FINCHER CENTER FOR APPRECIATION DINNER ON MARCH 18TH
Mayor Gonzalez told Council the VFW is requesting the use of the Horace Fincher Center for an appreciation dinner. The Mayor told Council the dinner would be strictly for pick-up and not dine-in due to the latest COVID-19 restrictions. He said they are needing the kitchen to prepare the meal. Alderman Stone made the motion that Council grant this request. Seconded by Alderman Cortez. Discussion. Passed unanimously.
CONSIDER AND ACT UPON REQUEST FROM LYTLE CHAMBER OF COMMERCE TO USE LYTLE COMMUNITY CENTER PARKING LOT FOR FARMERS’ MARKET
Mark Lovelace, President of Lytle Chamber of Commerce, asked Council about the Chamber using the Community Center parking lot for their Farmers’ Market. Mr. Lovelace told Council that they have outgrown the parking lot they are using now, and they are needing more room. City Attorney Tom Cate told Council that they are needing a licensing agreement with the city. Alderman Cortez made the motion that Council have the City Attorney and City Secretary draw up a licensing agreement for the Chamber to use the center parking lot. Seconded by Alderman Castro. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM LYTLE CHAMBER OF COMMERCE FOR LYTLE VISITOR’S GUIDE/BUSINESS DIRECTORY
Simon Garcia, Vice-President of the Lytle Chamber of Commerce told Council the Chamber is wanting to get a business directory with coupons and showed a sample from Hondo. Mr. Garcia told Council that they are going to get proposals from companies to put this together. Mayor Gonzalez reminded Council that the city has contributed $1,200.00 towards the publication of the visitors’ guide in the past. After lengthy discussion, the Mayor asked the Chamber reps to get more info like costs and options for this business directory. Simon Garcia told Council he would come back to Council after he gets proposals for the printing of this directory. After more discussion, Alderman Castro made the motion that this item be tabled. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM CUMORAH ELDREDGE FOR CREATING EMERGENCY MANAGEMENT PLAN FOR CITY
Mayor Gonzalez told Council the city has the responsibility of drawing up an Emergency Management Plan. He gave Council copies of plans from other cities. He told Council he had checked with AACOG and they had given him two names, a person with Atascosa County and Cumorah Eldredge. He then introduced Mrs. Eldredge to Council. Mrs. Eldredge gave Council her background. Mrs. Eldredge told Council that a basic Emergency Management Plan would cost $15,000.00, and said it would take her 6 months to draw up this plan. After a lengthy discussion, Alderman Cortez made the motion that Council work this plan into the next fiscal year’s budget. Seconded by Alderman Castro. Discussion. Passed unanimously.

CONSIDER AND ACT UPON RECOMMENDATIONS FROM THE ZONING COMMISSION ON THE FOLLOWING:
A. REVISED CONSTRUCTION PLANS FOR SADDLE RIDGE ESTATES, PHASE 1
Alderman Cortez made the motion that Council accept the recommendations from the Zoning Commission to approve the revised Saddle Ridge plan. Seconded by Alderman Stone. Passed unanimously.
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CONSIDER AND ACT UPON RECOMMENDATIONS FROM THE ZONING COMMISSION ON THE FOLLOWING (CONT):
FINAL PLAT APPROVAL FOR MIKE WELLS’ PROPERTY AT FM 2790 N AND COTTAGE STREET
Alderman Stone made the motion that Council approve the recommendations from the Zoning Commission for the Mike Wells’ final plat to be approved. Seconded by Alderman Cortez. Passed unanimously.

PRELIMINARY PLAT APPROVAL FOR WILLIAM PERKINS’ PROPERTY RE-PLAT LOCATED ON LIVE OAK STREET
Alderman Stone made the motion that Council approve the recommendation from the Zoning Commission for the preliminary plat for William Perkins to be approved. Seconded by Alderman Castro. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM METHODIST CHURCH TO PLACE PORTABLE BUILDING PARTIALLY IN CITY’S ALLEYWAY
Kyle Jackson asked Council for permission to place a portable building for the Methodist Church food pantry about 2-3 feet in the city’s alleyway. He showed pictures of the building and where it would be placed in the alleyway. After discussion, Alderwoman Reyna made the motion that the city enter into a license agreement with the Methodist Church for them to place the said portable building partially in the city’s alleyway. Seconded by Alderman Castro. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR PROPERTY TAX ASSISTANCE TO DEVELOP A CLASS A APARTMENT COMMUNITY-COLLIN STOUTAMIRE
Alderman Cortez made the motion that this item be tabled to the April meeting. Seconded by Alderman Castro. Passed unanimously.

Council took a break at 9:10 p.m. and reconvened at 9:24 p.m.

CONSIDER AND ACT UPON UPDATING CURRENT EMERGENCY DISASTER DECLARATION
Council discussed the Emergency Declaration with the City Attorney and setting a new deadline. Alderman Cortez made the motion that Council extend the new declaration to the 1st of June. Seconded by Alderman Castro. Passed unanimously.

Council then reviewed the current declaration with the City Attorney and reviewed every line item in Exhibit A and agreed on changes to be made by the City Attorney.

Alderman Cortez made the motion that Council authorize the City Attorney to amend the current declaration’s Exhibit A as per Council’s amendments. Seconded by Alderwoman Reyna. Passed unanimously.
CONSIDER AND ACT UPON OPTIONS FOR TIME LIMIT FOR COUNCIL MEETINGS
Alderman Reyna asked the Mayor to go to Item #5S if there are no objections. After a lengthy discussion, Alderman Cortez made the motion that Council meet on the 2nd Monday of the month and the 4th Monday of the month, if necessary and that future meetings be closed at 10:00 p.m. Seconded by Alderman Castro. Discussion. Passed unanimously.

CONSIDER AND ACT UPON RESCINDING FIRST ORDER FOR UPDATING KENNELS
Animal Control Director Santiago Morantez told Council that he had gotten a cancellation from Shor-Line. Alderman Cortez made the motion that Council rescind the previous motion on the proposal for upgrading the kennels. Seconded by Alderman Reyna. Passed unanimously.

CONSIDER AND ACT UPON QUOTE RECEIVED FROM MIDMARK FOR UPDATING KENNELS
Alderman Reyna made the motion that Council accept the proposal from Midmark for $38,684.20 for upgrading the kennels. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON AUTHORIZING CITY ATTORNEY TO WORK ON SANITARY EASEMENT FOR WELL #4
City Attorney Tom Cate told Council that we had learned from the engineer that TCEQ requirements had not been met for the new well. He asked Council to allow him to work with the property owners to obtain a sanitary easement as required by TCEQ. Alderman Cortez made the motion that Council authorize the City Attorney to work on getting a sanitary easement for the new well. Seconded by Alderman Castro. Passed unanimously.

CONSIDER AND APPROVE AGREEMENT WITH CIVICREADY TO PROVIDE A MASS NOTIFICATION SYSTEM FOR EMERGENCY AND ROUTINE NOTIFICATION
Chief Priest told Council that the city’s new website company CivicReady has a more user friendly mass notification system than NIXLE and it is also cheaper than the old system. He said NIXLE has been given notice that the city will not renew with them for next year. He told Council that if they approve this change tonight, it can be placed by April 1st. Alderman Reyna made the motion that the City Attorney and Mayor enter into a contract with CivicReady. Seconded by Alderman Cortez. Passed unanimously.

CODE COMPLIANCE OFFICER UPDATE
Code Compliance Officer Skip Traeger told Council of items he had worked on the previous month and of problems he is currently working on.
INFORMATION ITEMS
Mayor Gonzalez thanked Virginia Medina and City Secretary Josie Campa for getting the utility bills ready for mail out after Public Works’ was unable to get meters read due to the winter storm.

The Mayor told Council that the Cares funding for Lytle had been approved for Atascosa County.

The Mayor told Council that people are still needing help with food and rental assistance.

Council agreed to take up the items they were not able to get to tonight at a special meeting on March 22nd.

Alderman Castro made the motion to adjourn the meeting at 11:24 p.m. Seconded by Alderman Cortez. Passed unanimously.

Meeting adjourned at 11:24 p.m.