Minutes of Regular Meeting held April 12, 2021

Regular meeting with the following present: Mayor Ruben Gonzalez; Aldermen Charles Cate, Sam Cortez, Laura Reyna; City Secretary Josie Campa; Public Works’ Director James McGrath; Animal Control Director Santiago Morantez; Library Director Cassandra Cortez; Code Compliance Officer Scott Traeger; City Attorney Tom Cate; Police Chief Richard Priest; Fire Marshal Matt Dear; Finance Director Edward Eichelberger. Aldermen Guadalupe Castro and Jerry Stone were absent.


Mayor Ruben Gonzalez presented a plaque to Santiago Morantez for ten years of service to the City of Lytle.

The Mayor also presented a Proclamation to the Lytle High School Girls’ Basketball team for their performance this past season. Proclamations were also awarded to Kylie Mask, Noelia Medina and Alex Naegelin three seniors on the girls’ basketball team that were also recognized with All-District and All-State Academics, as well as other honors for their contributions to the team.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Gonzalez opened the meeting at 6:43 p.m. and led everyone in the pledge.

VISITORS’/CITIZENS’ COMMENTS
Grace Mata and Paula Cortez complained to Council about their high water bills. They told Council they had turned water off as soon as they knew the water was leaking. Mayor Gonzalez told the ladies that the office would look into this matter for them.

CONSIDER APPROVAL OF MINUTES
Mayor Gonzalez asked the City Secretary to add that the drawing up of the Emergency Management Plan takes six (6) months to complete.

The Mayor also pointed out that the title on the top of page 5 needed to be corrected to the title of the topic. Alderman Cortez made the motion that Council approve the amended minutes of March 8th and the March 22nd minutes, as presented. Seconded by Alderwoman Reyna. Passed unanimously.
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CONSIDER APPROVAL OF CITY ATTORNEY’S MONTHLY BILL
After discussion, Alderman Cortez made the motion that Council approve the bill from the City Attorney. Seconded by Alderwoman Reyna. Vote: FOR motion Aldermen Cortez and Reyna. Alderman Cate abstained. Motion carried.

CONSIDER APPROVAL OF PAYMENT OF BILLS
Finance Director Edward Eichelberger presented the following additional bills:

CPL Retail Energy-$612.26;
DPC Industries, Inc.-$150.00;
Howard Surveying, LLC-$655.00;
QLT-$15.89;
Smith Plumbing-$167.50; and
Texas Excavation Safety System-$59.85.

Alderwoman Reyna made the motion that Council approve the bills listed and the additional bills added by the Finance Director. Seconded by Alderman Cate. Passed unanimously.

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

DISCUSS AND CONSIDER ABANDONING AND SELLING PORTIONS OF BANK STREET AND HOUSTON STREET TO FERMIN AND IRENE HERNANDEZ
Fermin Hernandez told Council he would like them to consider selling the Houston Street portion that has never been developed. The City Attorney told Council if they are interested in selling there is a procedure to follow and told Council the steps that need to be taken. After discussion, Alderman Cate made the motion that the City abandon the portion of Houston Street between Somersett and Bank Street. Seconded by Alderman Cortez. Discussion. Passed unanimously.

CONSIDER AND ACT UPON LICENSE AGREEMENT WITH CHAMBER OF COMMERCE FROM USING COMMUNITY CENTER PARKING LOT FOR FARMERS’ MARKET
City Attorney Tom Cate presented the license agreement and ordinance concerning the authorizing of this license agreement with the Chamber of Commerce for the use of the center parking lot for their farmers’ market. After discussion, Alderwoman Reyna made the motion that Council approve the license agreement with the amendments and the City Attorney discuss the change with the Chamber of Commerce. Seconded by Alderman Cortez. Passed unanimously.
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UPDATE ON COVID-19
Mayor Gonzalez reminded everyone that Covid vaccinations are available at the Uvalde and Medina County Health Care Services and right now are the best way to get vaccinated. He also told everyone about the Johnson & Johnson vaccine being put on pause for now.

Commissioner Stuart Knowlton told everyone that Atascosa County will have 30,000 vaccinations very soon and will stay in touch with the city.

CONSIDER AND ACT UPON THE DISTRIBUTION OF CRF FUNDS
City Secretary Josie Campa told Council that the city had received the CRF funding in March. Council discussed the things that had been requested at past meetings. After lengthy discussion, Alderman Cate made the motion that the Council distribute the CRF funds received as follows:

- Fire Department-$35,000.00 for defibrilator
- Police Department-$16,000.00 for car laptops
- Customer Utility Bills-$10,000.00 (set up guidelines)
- Small Businesses-$20,000.00 (need guidelines)
- Balance for Well-$76,580.00.

Seconded by Alderman Cortez. Passed unanimously.

Council took a short break at 8:05 p.m. The meeting reconvened at 8:24 p.m.

CONSIDER AND ACT UPON AUTHORIZING A STREET LIGHT SURVEY
After discussion, Alderman Cortez made the motion that Council have a street light survey done with Alderman Cate as the point of contact. Seconded by Alderwoman Reyna. Passed unanimously.

CONSIDER AND ACT UPON ADOPTING PROCLAMATION AUTHORIZING APRIL AS FAIR HOUSING MONTH AND AUTHORIZING THE MAYOR TO ACT AS THE CITY’S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO APRIL AS FAIR HOUSING MONTH
Alderman Cortez made the motion that Council adopt the month of April as Fair Housing Month Proclamation. Seconded by Alderwoman Reyna. Passed unanimously.

CONSIDER APPOINTMENT OF RESERVE POLICE OFFICER (NON-PAID PEACE OFFICER)
Police Chief Richard Priest recommended to Council that John Cortez be hired as a Reserve Non-Paid Police Officer. Alderman Cortez made the motion that Council allow Chief Priest to hire John Cortez as a Reserve Non-Paid Police Officer. Seconded by Alderman Cate. Passed unanimously.
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CONSIDER AND ACT UPON HIRING OF PUBLIC WORKS’ EMPLOYEE(S)
Public Works’ Director James McGrath explained to Council about the applicants for the positions in Public Works department. Alderman Cate made the motion that Council table this item until April 26th. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSED COVID-19 LEAVE POLICY
Alderman Cortez made the motion that this item be tabled for April 26th. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON APPROVING THE REPAIR OF KINLOCH SEWER MACHINE AS PER QUOTE RECEIVED BY JAMES McGRATH
Public Works Director James McGrath told Council that the sewer machine is in need of repairs and presented an estimate of $13,757.60 for these repairs. After discussion, Alderman Cortez made the motion that Council approve up to $15,000.00 for repairing the sewer machine and the budget be amended accordingly. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF ORDINANCE SETTING NEW REGULAR CITY COUNCIL MEETING TIMES
After discussion, Alderman Cortez made the motion that Council adopt the ordinance concerning the two meetings per month and adjourning meeting at 10 p.m. or sooner. Seconded by Alderwoman Reyna. Passed unanimously.

DISCUSS COUNCIL REPRESENTATION AT CONGRESSMAN CUELLAR’S PRESENTATION ON ARP MONETARY ALLOCATIONS-ALDERMAN CATE
Alderman Cate told Council he noticed that there had been confusion for attending a meeting also due to an oversight of an e-mail from the city secretary and that he feels that in the event the Mayor is not able to attend an event he should ask the Mayor Pro-tem to attend in his place. After more discussion, no action was taken on this item.

CONSIDER AND ACT UPON AUTHORIZING BEAUTIFICATION COMMITTEE TO IDENTIFY POSSIBLE TEXAS TARGET PROGRAM PROJECTS
Mayor asked Council about having the Beautification Committee coming up with ideas for projects. After more discussion, Alderwoman Reyna made the motion that Council have the Beautification Committee come up with ideas for the Texas Target Program. Seconded by Alderman Cate. Passed unanimously.

UPDATE ON TxDOT SIDEWALK APPLICATIONS-ALDERMAN CATE
Alderman Cate gave Council an update on the TxDOT Sidewalk Application and told them that he had received word today that the city’s three applications will all be moving forward and that the new deadline for more detailed applications is June 14th. After a lengthy discussion on the sidewalk project, no action was taken.
CONSIDER AND ACT UPON AUTHORIZING CITY ENGINEER TO GET
ESTIMATES FOR DETAILED TxDOT APPLICATIONS-ALDERMAN CATE
Alderman Cate told Council that Kris Knoll from TxDOT told him that the city needs to get
assistance from an engineer for getting estimates for the next step with the TxDOT Sidewalk
applications. After discussion, Alderman Cate made the motion that he be allowed to discuss
this project with TRC for a proposal for the next meeting in two weeks. Seconded by Alderman
Cortez. Passed unanimously.

DISCUSS AND CONSIDER MEASURES TO REDUCE SPEEDING ON CITY
STREETS-ALDERMAN CATE
Alderman Cate told Council that he had been contacted about the volume and speed of traffic on
Lytle-Somerset Road. He told Council he had talked to Chief Priest about these concerns. Chief
Priest told Council of the data they had obtained from the traffic trailer that shows there are a lot
of vehicles on this street but the speed is not as fast as thought. After lengthy discussion,
Alderman Cate made the motion to table this item. Seconded by Alderman Cortez. Passed
unanimously.

DISCUSSION AND CONSIDER ESTABLISHING SUCCESSION PLAN FOR KEY
PERSONNEL INCLUDING BUT NOT LIMITED TO DEPARTMENT HEADS-
ALDERMAN CATE
Alderman Cate made the motion to table this item until April 26th. Seconded by Alderwoman
Reyna. Passed unanimously.

DISCUSS AND CONSIDER REQUIRING MONTHLY/QUARTERLY REPORTS FROM
COUNCIL LIAISONS CONCERNING THEIR RESPECTIVE DEPARTMENT-
ALDERMAN CATE
Alderman Cate made the motion that this item be tabled to April 26th. Seconded by Alderwoman
Reyna. Passed unanimously.

UPDATE ON TxDOT MEETING
Alderman Cortez made the motion to table this item. Seconded by Alderman Cortez. Passed
unanimously.

UPDATE ON AUDITS
Finance Director Edward Eichelberger told Council auditors will be at the office on April 16th
and that he has sent them several financial reports. He told them that they will come back to
finish at the end of April and still hope to finish the 2019 and 2020 audits by the end of July.

UPDATE ON WATER WELL #4
Public Works’ Director James McGrath told Council that the well had been unblocked and a
video taken all the way to the bottom, and that production tests will now be done.
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**UPDATE ON TWIN LAKES ROAD CONDITIONS AND LITTER PROBLEM**
Alderman Cortez made the motion that Council table this item. Seconded by Alderman Cate. Passed unanimously.

**CODE COMPLIANCE OFFICER UPDATE**
Code Compliance gave Council a report on the things that he had worked on over the past month such as bulky waste, open sewer taps and cutting down trees due to freeze. He told Council that he has been monitoring Stage 1 water restrictions and he feels Stage 2 will be declared soon.

**INFORMATION ITEMS**
City Secretary Josie Campa told Council that the Impact Advisory Committee will be meeting on May 19th.

Mayor Gonzalez thanked the City Secretary for the proclamations written for the senior girls and girls basketball team.

The Mayor reminded Council about early voting being held April 19th to 27th at City Hall and election on May 1st at Community Center.

The Mayor told Council the P.D. and Public Works will be holding an auction on April 24th.

Mayor Gonzalez reminded Council of the Chambers’ food truck event on April 17th.

The Mayor thanked the Fire Department for their work on the big fire in Atascosa County.

The Mayor thanked the City Secretary and the volunteers for the successful Easter event.

The Mayor thanked the Little League Board and volunteers for the season’s opening day festivities.

Mayor Gonzalez told Council that a member of the community had been lost in a fire and asked them to not forget his family.

Alderman Cate made the motion that the meeting be adjourned at 10:03 p.m.

Seconded by Alderman Cortez. Passed unanimously.

Meeting adjourned.