Minutes of Regular Meeting held June 14, 2021

Regular meeting with the following present: Mayor Ruben Gonzalez; Aldermen Jerry Stone, Joseph Morrow, David Emery, Sam Cortez; City Secretary Josie Campa; Public Works’ Director James McGrath; Police Chief Richard Priest; Fire Marshal Matt Dear; Animal Control Director Santiago Morantez; Library Director Cassandra Cortez; Finance Director Edward Eichelberger; City Attorney Tom Cate. Alderman Charles Cate was absent.

Visitors: Wayne Herl, Adalia Gonzalez, Chuck Mark White, Jeff Niemtez, Chris Clouser, Andrew and Ethel Martin, Robert Martinez, Trace Joyce, Benjamin Epps, Simon Garcia, K.K. Calane, Ronnie Solis, Roland Martinez, Mark Lovelace, Annie Torres, Jason Torres, Karen Bragg, Marvin Miller.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Gonzalez opened the meeting at 6:33 p.m. and led everyone in the pledge to the flag.

VISITORS’/CITIZENS’ COMMENTS
Lake Shore HOA President Marvin Miller told Council that the roads in Lake Shore Estates need to be addressed, and was told work orders would be written.

Ronnie Solis told Council she was following up on her street (CR 6842) being paved. Mayor Gonzalez told her this item was on the agenda to be discussed.

Alderman Emery told Council that Atascosa County Commissioner Stuart Knowlton had asked that the citizens of Lytle be notified about the Tax Protest meeting June 25th.

CONSIDER APPROVAL OF MINUTES
Alderman Emery made the motion that Council approve the minutes of the regular meetings held on May 10th and 24th and the June 8th budget workshop, be approved as presented. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER APPROVAL OF CITY ATTORNEY’S MONTHLY BILL
Alderman Cortez made the motion that Council approve the bill from the Law Office of Thomas Cate, as presented. Seconded by Alderman Emery. Passed unanimously.

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

CONSIDER AND ACT UPON COMPLAINTS ON DRAINAGE AT LAKE SHORE ESTATES-ALDERMAN SAM CORTEZ
After lengthy discussion, Alderman Cortez made the motion that Council get a proposal from TRC for the next Council meeting. Seconded by Alderman Stone. Passed unanimously.
CONSIDER AND ACT UPON REQUESTS FROM BRUSH COUNTRY UMPIRES TO WAIVE SECURITY FEES AND OTHER ITEMS WHEN THEY USE THE LYTLE COMMUNITY CENTER
Alderman Stone made the motion that Council allow the Brush Country Umpires to use the center for their meetings and waive the security fees. Seconded by Alderman Cortez. Passed unanimously.

DISCUSS AND CONSIDER TAKING MEASURES TO REDUCE SPEEDING ON LYTLE-SOMERSET STREET-ALDERMAN CATE AS PER CONSTITUENTS
After presentation from Lytle-Somerset Street residents, Alderman Stone made the motion that Council allow the Police Department to look into speed bumps for Lytle-Somerset Street. Seconded by Alderman Emery. Discussion on Police Department to come up with number of speed bumps needed, prices, ramifications to city and recommendations. Motion was passed unanimously.

CONSIDER AND ACT UPON GUIDELINES FOR CRF FUNDS TO BE DISTRIBUTED TO SMALL BUSINESSES-ALDERMAN EMERY
Alderman Emery made the motion that Council accept the Small Business application for receiving CRF funding, as presented. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON APPROVAL OF TRC’S PROPOSAL FOR REVIEW OF THE MCQUEEN SUBDIVISION RE-PLAT
Alderman Cortez made the motion that Council approve the proposal from TRC for the McQueen Subdivision re-plat. Seconded by Alderman Stone. Passed unanimously.

CODE COMPLIANCE OFFICER’S REPORT
Alderman Cortez made the motion that Council table this item to the next meeting. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON THE STREETS FOR THE CAPITAL STREET IMPROVEMENT PROJECT-ALDERMAN CATE
Alderman Emery made the motion that this item be tabled to the next meeting and encouraged other Council members to take pictures. Seconded by Alderman Cortez. Passed unanimously.

Council took a break at 8:09 p.m. and reconvened at 8:22 p.m.
CONSIDER AND ACT UPON REQUEST FROM BEXAR COUNTY TO PARTICIPATE IN THEIR U.S. HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), HOME INVESTMENT PARTNERSHIP PROGRAM AND EMERGENCY SOLUTIONS GRANT (ESG) PROGRAMS FOR FISCAL YEARS 2022-2024
Alderman Emery made the motion that Lytle not participate in Bexar County’s HUD-CDBG program for 2022-2024. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON RENEWAL OF CITY’S TML HEALTH PLAN RENEWAL AND CHOOSE OPTION FOR MEDICAL AND VISION PLANS
Alderman Stone made the motion that Council choose Option 3 for medical coverage and Option B for vision coverage. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON HIRING PUBLIC WORKS’ EMPLOYEE TO FILL VACANCY CREATED BY BILL DIXON’S RETIREMENT
Alderman Stone made the motion that Council table this item for the June 28th meeting. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON BIDS RECEIVED FOR BRUSH PICK-UP SERVICE
Alderman Cortez made the motion that this item be tabled. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON COST ESTIMATE FOR REPLACING BOLLARDS ON N. SOMERSET STREET WITH GUARDRAIL(S)
Alderman Emery made the motion that Council table this item until the second meeting in June to allow the Public Works Director to get plans to engineer for review. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENTS TO MOBILE HOME COMMISSION
Alderman Emery made the motion that Donna Hendrick be appointed to the Mobile Home Commission. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENTS TO ZONING COMMISSION
Alderman Emery made the motion that Kenneth Zamzow be reappointed to the Zoning Commission. Seconded by Alderman Stone. Passed unanimously.

Alderman Cortez made the motion that Richard Hughes be appointed to the Zoning Commission. Seconded by Alderman Morrow. Passed unanimously.
CONSIDER AND ACT UPON APPOINTMENT OF DEPARTMENT LIAISONS
After lengthy discussion, Alderman Emery made the motion that Council appoint the following liaisons to the following city departments:

- Alderman Jerry Stone - Sewer & Water
- Alderman Sam Cortez - Police Dept. & Park
- Alderman David Emery - Administration & Gas
- Alderman Joseph Morrow - Culture Library & Recreation

Seconded by Alderman Morrow. Passed unanimously.

Alderman Stone made the motion that liaisons for the Animal Control Department and Street Department be tabled. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON WHETHER TO REQUIRE REPORTS FROM COUNCIL MEMBERS ON THEIR DISTRICTS
Alderman Emery made the motion that Council members do District reports on a quarterly basis along with liaison reports, starting the first meeting in September. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON HAVING CITY’S DELINQUENT TAX ROLL PRINTED IN THE CITY’S OFFICIAL NEWSPAPER
Alderman Stone made the motion that Council allow the delinquent tax roll to be published in the city’s official newspaper. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON APPOINTING A COMMITTEE FOR UPDATING EMPLOYEE HANDBOOK
Alderman Emery made the motion that Council form a committee for this project and he serve on this committee to be formed by August 1st. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON SETTING UP A CITY CLEAN-UP DATE
Alderman Stone made the motion that Council hold clean-up day on Saturday, October 16th and October 23rd be a back-up day in case of rain. Seconded by Alderman Cortez. Passed unanimously.
DISCUSSION AND/OR TAKE ACTION ON INCREASE OF LITTERING ON CITY RIGHT-OF-WAYS AND IN CITY
Alderman Emery made the motion that no action be taken on this item other than allowing the City Secretary to put this topic in the newsletter. Seconded by Alderman Cortez. Passed unanimously.

UPDATE FROM EMERGENCY MANAGEMENT TEAM
Mayor Gonzalez gave Council an update from the Emergency Management Team. He told Council that Alderman Cortez has resigned from the team and Alderman Emery has volunteered to serve on the team. The Mayor told Council the current declaration will expire at the end of the month and the team will work on the new declaration next week.

UPDATE ON APPLICATION FOR TxDOT’S TA 2021 SIDEWALK GRANT-ALDERMAN CATE
Mayor Gonzalez told Council that the application for the sidewalk grant had been sent to TxDOT by the engineers by 3 PM that day.

UPDATE ON GAS OUTAGE BILL FROM CPS ENERGY
City Secretary Josie Campa told Council that the bill from CPS Energy had been given to Sapphire Gas Solutions for payment.

DISCUSSION AND ACT UPON MAYOR’S SIGNATURE STAMP AND ELECTRONIC SIGNATURE-MAYOR GONZALEZ
Alderman Emery made the motion that Council have a policy adopted for the use and storing of the Mayor’s signature stamp and electronic signature. Seconded by Alderman Cortez. Passed unanimously.

CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Officer Scott Traeger reported on the following:

1 - checking on duplex being built on FM 2790 N.;
2 - has been checking on the “Ice Cream Shop” on Main Street;
3 - Topis new building's grease trap checked along with the AC unit;
4 - land on edge of city and out of city being cleared by new owner, and he has talked to the owner about the drainage in the area;
5 - 30 notices sent to owners of properties needing to be mowed and 29 being done already;
6 - 13 notices sent out on brush being put out to early;
7 - bulky waste dumped at intersections of Lake and Wisdom Road, and Adams and Bank Street; and
8 - gone to civil disturbance on Live Oak Street concerning the placement of the trash container and reached out to Waste Management for suggestions on placement.
INFORMATIONAL ITEMS
Mayor Gonzalez reported the following:

1 - food distribution scheduled for June 25\textsuperscript{th} at center is not normal food distribution as it is more for WIC participants;
2 - will have Food Bank people make presentation at first July meeting;
3 - ERCOT press release is asking people to reduce electric use until Friday, June 18\textsuperscript{th};
4 - more small businesses are opening up and others are looking at Lytle;
5 - Twisted Sister out of Devine has relocated to Lytle next to the doughnut shop;
6 - asked Council to let people know that there will be no July 4\textsuperscript{th} celebration this year;
7 - will hold off testing of sirens until one of the sirens is replaced;
8 - thanked everyone for help with budget workshop and will let Council know when next budget session will be held;
9 - recognized Alderman Cortez’ 46\textsuperscript{th} wedding anniversary and Santiago Morantez upcoming birthday; and
10 - wished condolences to Alderman Stone for the loss of his brother.

Alderman Cortez made the motion that the meeting be adjourned. Seconded by Alderman Emery. Passed unanimously. Meeting adjourned at 9:42 p.m.