Minutes of Regular Meeting held July 26, 2021

Regular meeting with the following present: Mayor Ruben Gonzalez; Aldermen Jerry Stone, Sam Cortez, Joseph Morrow, David Emery, Charles Cate; City Secretary Josie Campa; Fire Chief Matt Dear; Police Chief Richard Priest; Animal Control Director Santiago Morantez; City Attorney Tom Cate; Finance Director Edward Eichelberger; Code Compliance Officer Scott Traeger; Library Director Cassandra Cortez.

Visitors: Adalia Gonzalez, Luke Priest, Adolfo Ruiz, Lane Hansen, Wayne Herl, Stuart Knowlton, Chris Clouser, K.K. Calome, Juan Garza, Mr. & Mrs. Julian Alfaro.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Ruben Gonzalez opened the meeting at 6:30 p.m. and led everyone in the Pledge of Allegiance.

VISITORS/CITIZENS’ COMMENTS
Commissioner Stuart Knowlton told Council that the Poteet Rotary Club had made a presentation to Commissioners Court for the new County Clinic Center to be located at the Poteet Strawberry Festival grounds. He said the Pleasanton show barn people did not make a presentation.

CONSIDER AND ACT UPON REQUEST FROM LYTLE VFW POST #12041 TO BUILD RAMP FOR GAZEBO AT VETERANS’ MEMORIAL PARK
Alderman Cortez made the motion that Council allow the VFW to upgrade the gazebo at the Veterans’ Memorial Park and add a ramp for this gazebo. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR EXTENSION OF BUILDING PERMIT AND EXTENDING TIME FOR LIVING IN RV APPROVED BY COUNCIL AT OCTOBER, 2020 MEETING-LANE HANSEN
Alderman Stone made the motion that Council allow Mr. Hansen to live in his RV six (6) more months. Seconded by Alderman Morrow. Passed unanimously.

Alderman Emery made the motion that Council extend Mr. Hansen’s building permit to the end of this year and there be no more cost added for this permit. Seconded by Alderman Morrow. Passed unanimously.

REFRESHER ETHICS TRAINING
Adolfo Ruiz, Senior Associate with the law firm of Denton Navarro Rocha Bernal & Zech gave a presentation on ethics to Council members. He focused on nepotism and conflicts of interest. He told Council that disclosure is the most important thing.
DISCUSS AND CONSIDER SIGNATURES ON ACCOUNT CONTRACTS WITH LYTLE STATE BANK-ALDERMAN CATE
Alderman Cate made the motion that Council suspend item 4D and move up item 4R. Seconded by Alderman Morrow. Passed unanimously.

UPDATE ON SANITARY EASEMENT
Mr. & Mrs. Julian Alfaro talked to Council about the sanitary easement for the city’s new well that is needed for finalizing the TCEQ permit for the well; and asked to have the area needed to be marked off before they agree to an easement. Council agreed to have the area marked off for the Alfaros. No action was taken on this item.

DISCUSS AND CONSIDER SIGNATURES ON ACCOUNT CONTRACTS WITH LYTLE STATE BANK-ALDERMAN CATE AND CONSIDER AND ACT UPON ADOPTING OF CORPORATE AUTHORIZATION RESOLUTION WITH LYTLE STATE BANK
After discussion, Alderman Cate made the motion that Council pass a resolution authorizing the people who occupy the positions of Mayor, Mayor Pro-tem, City Secretary, Assistant City Secretary and Finance Director to be signatories on the city’s bank accounts and that only bank transaction requires two signatures of the above authorized positions. Seconded by Alderman Stone. Passed unanimously.

UPDATE ON STATUS OF AUDITS-ALDERMAN CATE
Alderman Cate asked the Finance Director for an update on the audits. Finance Director Edward Eichelberger told Council the 2019 audit report draft will be ready by the end of July and should send report to Mayor by the middle to late August. He said they are hoping to get the 2020 audit report draft completed by end of August and finalized by mid-September. No action was taken.

DISCUSS AND CONSIDER STATUS OF FY 2021-2022 BUDGET-ALDERMAN CATE
Alderman Cate asked the Finance Director for the status on the 2021-2022 budget. The Finance Director told Council he is looking into several things concerning the 2021-2022 budget such as holding an election in order to raise the tax rate and decisions needing to be made by Council on expenses such as the City Administrator. Mayor asked that the Finance Director look at all options and talk to the city’s financial advisor Mark McLiney. The Finance Director also told us he is looking into the “De Minimis” tax rate.

PRESENTATION BY CPS GAS REPRESENTATIVE PERTAINING TO ALLEGED VIOLATIONS CITED BY RAIL ROAD COMMISSION-ALDERMAN CATE
Alderman Cate made the motion that Council postpone this item until a CPS representative can attend a meeting. Seconded by Alderman Stone. Passed unanimously.
CONSIDER AND ACT UPON ADOPTING ORDINANCE LOWERING SPEED LIMITS TO 25 MPH ON DIAZ STREET, LYTLE-SOMERSET STREET, N. BENTON STREET, N. PRAIRIE STREET AND SOMERSET STREET (NORTH AND SOUTH)
Alderman Stone made the motion that Council adopt the ordinance establishing a speed limit of 25 m.p.h. on Diaz Street, Lytle-Somerset Street, N. Benton Street from Lake Street to Hwy 132, N. Prairie Street from FM 2790 N. to Hwy 132 and Somerset Street, the entire length running from Laredo Street to its end with FM 3175 aka Benton City Road. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING OLD KENNELS TO BE DONATED TO CITY OF NATALIA
Alderman Emery made the motion that Council approve the request and allow the Animal Control Director to donate the old kennels to the City of Natalia. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ADVERTISING FOR VACANT PERMIT, TAX & UTILITY CLERK POSITION
Alderman Cate made the motion that Council allow the City Secretary to advertise for the vacant position of permit, tax and utility clerk. Seconded by Alderman Morrow. Passed unanimously.

DISCUSS AND CONSIDER ADOPTING POLICY FOR RUBBER SIGNATURE STAMP—ALDERMAN EMERY
Alderman Emery made the motion that Council table this item until the next meeting. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON BUDGET AMENDMENTS FOR FY 2020-2021
Alderman Emery made the motion that Council approve the following proposed amendments to the 2020-2021 budget:

GENERAL FUND
Revenues

<table>
<thead>
<tr>
<th>Description</th>
<th>Change</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hotel Tax</td>
<td></td>
<td>+ $20,000.00</td>
</tr>
<tr>
<td>Sales Tax</td>
<td></td>
<td>+ $45,000.00</td>
</tr>
<tr>
<td>Garbage Fees</td>
<td></td>
<td>+ $12,000.00</td>
</tr>
<tr>
<td>Fines</td>
<td></td>
<td>- $45,000.00</td>
</tr>
<tr>
<td>Total Revenues Added</td>
<td></td>
<td>+ $32,000.00</td>
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</table>
**CONSIDER AND ACT UPON BUDGET AMENDMENTS FOR FY 2020-2021 (CONT.)**

**GENERAL OPERATING**

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>Increase/Decrease</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Utility Bill Payments (CRF)</td>
<td>-</td>
<td>- $10,000.00</td>
</tr>
<tr>
<td>Plans &amp; Goals</td>
<td>-</td>
<td>- $5,000.00</td>
</tr>
<tr>
<td>Election Expense</td>
<td>-</td>
<td>- $4,000.00</td>
</tr>
<tr>
<td>Legal Notices &amp; Publishing</td>
<td>-</td>
<td>+ $5,000.00</td>
</tr>
<tr>
<td>Transfer To Water For Well (CRF)</td>
<td>-</td>
<td>+ $10,000.00</td>
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</table>

Total Expenditures Added: - $4,000.00

**PUBLIC SAFETY**

<table>
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<tr>
<th>Expenditures</th>
<th>Increase/Decrease</th>
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</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>-</td>
<td>+ $20,000.00</td>
</tr>
<tr>
<td>Social Security</td>
<td>-</td>
<td>+ $2,000.00</td>
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<tr>
<td>Retirement</td>
<td>-</td>
<td>+ $1,500.00</td>
</tr>
<tr>
<td>Attorney’s Fees</td>
<td>-</td>
<td>+ $3,500.00</td>
</tr>
<tr>
<td>Reserve For Future Capital Improvements</td>
<td>-</td>
<td>- $20,000.00</td>
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</table>

Total Expenditures Added: + $7,000.00

**PUBLIC WORKS**

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<tr>
<th>Expenditures</th>
<th>Increase/Decrease</th>
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<tbody>
<tr>
<td>Engineer</td>
<td>-</td>
<td>+ $20,000.00</td>
</tr>
<tr>
<td>Garbage Collection</td>
<td>-</td>
<td>+ $8,000.00</td>
</tr>
<tr>
<td>Brush Pick-up</td>
<td>-</td>
<td>+ $2,400.00</td>
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<tr>
<td>Capital Improvements Park</td>
<td>-</td>
<td>- $10,000.00</td>
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<tr>
<td>Equipment Repairs</td>
<td>-</td>
<td>- $4,000.00</td>
</tr>
<tr>
<td>Gasoline</td>
<td>-</td>
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<tr>
<td>Telephone</td>
<td>-</td>
<td>- $2,000.00</td>
</tr>
<tr>
<td>Pest Control</td>
<td>-</td>
<td>- $1,000.00</td>
</tr>
<tr>
<td>Misc Expense</td>
<td>-</td>
<td>- $1,000.00</td>
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</tbody>
</table>

Total Expenditures Added: + $11,400.00
CONSIDER AND ACT UPON BUDGET AMENDMENTS FOR FY 2020-2021 (CONT.)

CULTURE & RECREATION
Expenditures

Senior Activities - $ 1,500.00
Annex Repairs - $ 1,000.00
Tourism Promotions + $ 20,000.00

Total Expenditures Added + $ 17,500.00

Seconded by Alderman Stone. Vote: FOR Motion: Aldermen Emery, Stone, Cortez and Morrow. Alderman Cate abstained. Motion carried.

CONSIDER AND ACT UPON APPOINTING A BROADBAND INTERNET POINT OF CONTACT FOR CITY
Alderman Morrow made the motion that this item be tabled. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON SCHEDULING BUDGET WORKSHOP AND SPECIAL MEETING FOR AUGUST 3RD
Alderman Stone made the motion that Council set a budget workshop and special meeting for August 3rd. Seconded by Alderman Cortez. Passed unanimously.

UPDATE ON ARP GRANT APPLICATION
Finance Director Edward Eichelberger gave Council an update on the ARP grant application and told them he would be uploading the documents that the Mayor had signed. He said TDEM already has money, so the city should have the money in less than thirty (30) days.

UPDATE ON COVID
Mayor Gonzalez gave Council an update on Covid and said Dr. Neal had told him there has been an uptick in cases in Medina County. He said Dr. Neal recommends that people wash their hands and do other things recommended by the CDC. He said he is waiting on news from state and federal agencies and then he will get the Emergency Management team together.

UPDATE ON TREE TRIMMING AROUND CITY
Code Compliance Officer Scott Traeger gave Council an update on the tree trimming project in the city. He said he had identified seventy (70) properties from the list submitted by Matt Dear, and he is waiting to get a release form from the City Attorney.
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CONSIDER AND ACT UPON HAVING A MAYOR’S REPORT AT THE SAME TIME AS THE LIAISON’S QUARTERLY REPORTS
Alderman Stone made the motion that Council have the Mayor give a monthly report to Council. Seconded by Alderman Cortez. Passed unanimously.

ANIMAL CONTROL DIRECTOR’S REPORT
Animal Control Director Santiago Morantez reviewed his report with Council.

LIBRARY DIRECTOR’S REPORT
Cassandra Cortez reviewed her Library Director’s Report with Council.

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

1- his lawnmower is not working and he has not been able to mow his property;
2- fifty-five (55) properties were mowed in past six weeks after notifications were sent out;
3- seven (7) locations had to move limbs to right-of-way and also removed debris;
4- spoiled dirt on Priest Blvd. came from a septic system and most of it has been removed;
5- worked with Virginia on seven (7) reports of dumpster problems that Waste Management was charging “overage fees” and helped these businesses to correct these problems;
6- Lot 104 in Harris Park placed bulky waste after Waste Management had picked up and he arranged for this waste to be picked-up before the next scheduled pick-up date;
7- showed RPG Waste Removal the area in Twin Lakes and they will give the city an estimate; and
8- property on Main Street is a problem and he has not received the return receipt on the letter sent to the owner and there is a possibility that this will have to be on the agenda.

POLICE CHIEF’S REPORT
Police Chief Richard Priest reviewed his power point presentation with Council.

FINANCE DIRECTOR’S REPORT
Finance Director Edward Eichelberger reviewed his written report with Council.

CITY SECRETARY’S REPORT
Josie Campa gave her Secretary’s Report with a power point presentation.

MAYOR’S REPORT
Mayor Gonzalez gave Council a report on the following:

1- told Council he is looking at interlocal agreement with the counties of Atascosa and Medina;
2- asked Council members to remind citizens of the increase on the garbage rate;
3- Vic’s Cocina opened up on Adams Street; and
MAYOR'S REPORT (CONT.)

4- Demolition of Days Inn is progressing.

Alderman Emery made the motion that the meeting be adjourned. Seconded by Alderman Stone. Passed unanimously.

Meeting adjourned at 10:07 p.m.