Minutes of Regular Meeting held September 27, 2021

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


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

PRESENTATION OF AUDIT REPORTS FOR 2019 AND 2020 FISCAL YEARS AND CONSIDER AND ACT UPON THE ACCEPTANCE OF THESE REPORTS
Debbie Fraser, auditor for Armstrong, Vaughan & Associates, P.C. presented the audit reports for fiscal years 2019 and 2020. Mrs. Fraser reviewed the 2019 report first and went over the balance sheets, General Fund revenues and expenditures. Mrs. Fraser also explained the pension liability. Mrs. Fraser gave the city an unmodified opinion for the 2019 FY. Mrs. Fraser then reviewed the 2020 report and gave Council the city’s net position. She gave the 2020 FY an unmodified opinion. Mrs. Fraser reviewed the letter listing the city’s deficiencies and then reviewed the governance letter. Alderman Cortez made the motion that Council accept the audit reports for 2019 and 2020, as presented by Mrs. Fraser. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON JON MCQUEEN PLAT-RAY BACA, RAKOWITZ ENGINEERING
Alderman Cate made the motion that Council approve the recommendation from the Zoning Commission to approve the McQueen replat. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON RECOMMENDATION FROM ZONING COMMISSION CONCERNING VARIANCE REQUEST ON LOT SIZE FROM PROPERTY OWNERS ON SOMERSET STREET
After discussion, Alderman Stone made the motion that Council approve the variance as per the Zoning Commission’s recommendation and if the circular drives don’t work then they come back to Council. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON ALFARO SANITARY EASEMENT
Alderman Cate made the motion that Council offer the Alfaro’s $15,000.00 for the sanitary easement. Seconded by Alderman Cortez. Passed unanimously.

Council took a short break at 8:00 p.m. and reconvened at 8:10 p.m.
DISCUSS AND CONSIDER TAKING ACTION ON ESTABLISHING AN ORDINANCE REGULATING CONSTRUCTION AND DEMOLITION WITHIN THE CITY LIMITS—ALDERMAN CATE
Alderman Stone made the motion that Council table this item for more information. Seconded by Alderman Cate. Passed unanimously.

DISCUSS AND CONSIDER ADOPTING AN ORDINANCE ESTABLISHING ROBERT’S RULES OF ORDER AS PARLIAMENTARY PROCEDURE FOR ALL LYTTLE CITY COUNCIL MEETINGS—ALDERMAN CATE
Alderman Cate made the motion that this item be tabled for the first meeting in October. Seconded by Alderman Emery. Passed unanimously.

ENTER INTO EXECUTIVE SESSION TO DISCUSS THE POSSIBILITY OF HIRING AN ASSISTANT CITY SECRETARY—ALDERMAN CATE
Alderman Cate made the motion that Council go into closed session at 8:26 p.m. as allowed by Chapter 551.074 of the Government Code. Seconded by Alderman Stone. Passed unanimously.

Mayor Gonzalez announced that Council would go into closed session as allowed by Chapter 551.074. Council reconvened at 8:44 p.m. and Mayor Gonzalez announced that no action had been taken on this item.

DISCUSS AND CONSIDER SCHEDULING A CITY COUNCIL WORKSHOP TO DISCUSS THE CURRENTLY OPEN POSITIONS WITHIN CITY HALL—ALDERMAN EMERY
Alderman Emery made the motion that Council set a date for workshop to discuss options for three positions in city hall. Seconded by Alderman Morrow. Passed unanimously.

Alderman Emery made the motion that the Workshop be held October 4th at 6:30 p.m. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM PEERLESS ON WATER WELL
Alderman Cortez made the motion that this item be tabled. Seconded by Alderman Morrow. Passed unanimously.

CONSIDER AND ACT UPON BID RECEIVED ON PHASE #4 OF WELL PROJECT
Alderman Morrow made the motion that Council go with TRC’s recommendation to hire TTE, LLC to complete the last phase of the water well for $754,000.00. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON INTERLOCAL AGREEMENT WITH MEDINA COUNTY
Alderman Emery made the motion that Council enter into an interlocal agreement with Medina County with the amendment of the Mayor’s approval. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER AND ACT UPON INTERLOCAL AGREEMENT WITH ATASCOSA COUNTY
Alderman Emery made the motion that Council approve the interlocal agreement with Atascosa County with the same amendment as Medina County agreement. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON STREETS FOR STREET IMPROVEMENT PROJECT
Alderman Emery made the motion that the Council approve going out for bids for street paving. Seconded by Alderman Cortez. Passed unanimously.

DISCUSS AND CONSIDER APPROVING LYTLE RECOVERY GRANT PROGRAM, PHASE 2 APPLICATION WITH LEFTOVER CRF FUNDS FOR SMALL BUSINESSES-ALDERMAN EMERY
Alderman Cate made the motion that Council approve the 2nd phase of Small Business Recovery Grants as drawn by Alderman Emery and open it up for applications. Seconded by Alderman Stone. Passed unanimously

Alderman Emery made the motion that the close out date for the applications be November 17th. Seconded by Alderman Morrow. Passed unanimously.

UPDATE ON LYTLE CLEAN-UP DAY-ALDERMAN EMERY AND UPDATE ON LYTLE BEAUTIFICATION COMMITTEE-ALDERMAN EMERY
Alderman Morrow made the motion that Council combine items 4 O and 4 P. Seconded by Alderman Stone. Passed unanimously. Alderman Emery gave Council an update on the October 16th Clean-up Day and the Beautification Committee assisting with this clean-up. He told Council there would be three (3) dumpsters placed at the City Hall, Bealls and hopefully the Lytle High School. He told Council flyers would be sent out in newsletters and people would be told of dumpster locations on city’s website and newspaper.

Alderman Emery told Council the Beautification Committee could not discuss the library project since there was no quorum at their meeting.

Mayor Gonzalez told Council that Medina County will accept the tires that are picked up in Twin Lakes.

CONSIDER AND ACT UPON CHANGING DATE OF COUNCIL MEETING DUE TO HOLIDAY IN OCTOBER
Alderman Stone made the motion that Council change the date of the October meeting to October 12th. Seconded by Alderman Cate. Passed unanimously.
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**CONSIDER AND ACT UPON DAY TO USE FOR THE NEW YEAR’S DAY HOLIDAY FOR EMPLOYEES**
Alderman Cate made the motion that Council set the New Year’s Day holiday for December 31st. Seconded by Alderman Emery. Passed unanimously.

**CONSIDER AND ACT UPON AUTHORIZING THE ORDERING OF THE 2022 F250 SUPER CAB VEHICLE FOR ANIMAL CONTROL DEPARTMENT**
Alderman Morrow made the motion that Council authorize Santiago Morantez to order the 2022 F250 Super Cab vehicle for the Animal Control Department as per the price quoted of $31,220.00. Seconded by Alderman Stone. Passed unanimously.

**CONSIDER AND ACT UPON COMMUNITY CENTER COMMUNICATIONS CONTRACT**
Alderman Stone made the motion that Council table this item. Seconded by Alderman Cortez. Passed unanimously.

**CONSIDER AND ACT UPON ITEMS FOR CITY’S 70TH ANNIVERSARY AND FOR FLOAT FOR HOMECOMING PARADE**
Alderman Stone made the motion that Council approve up to $2,000.00 for fans and float decorations to celebrate the City’s 70th Anniversary. Seconded by Alderman Cortez. Passed unanimously.

**CONSIDER AND ACT UPON RFPs FOR TREE TRIMMING PROJECT**
Alderman Cate made the motion that Council table this item. Seconded by Alderman Emery. Passed unanimously.

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

**DEPARTMENT REPORTS**
Alderman Cortez made the motion that Council accept the written reports from the department heads. Seconded by Alderman Stone. Passed unanimously.

**INFORMATIONAL ITEMS**
Mayor Gonzalez asked everyone to keep Court Clerk Diana Salazar and her family in their prayers and to contact the City Secretary if they want to give a donation.
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**MAYOR’S REPORT**

Mayor Gonzalez told everyone that Lupe Castro had passed away and asked for prayers for his family.

The Mayor told Council that Mr. Wells, who is building the duplexes on Cottage informed him his wife passed away. The Mayor also reported the following:

1-asked Council to assist Alderman Emery with clean-up notices;
2-Pirate’s Cove Bistro is expanding;
3-congratulated library on grant;
4-thanked Cassandra for working with Charlotte Library;
5-city will be receiving $9,000.00 for winter storm costs and he is trying to get $3,000.00 more;
6-Methodist Church has food pantry;
7-Grace Bible Church helped 100 families with food giveaway
8-VFW, Fire Department and P.D, had September 11th program;
9-thanked Police Department for help with electric outage of September 23rd;
10-thanked EMS, Fire Department and Police Department for work done due to high speed chase; and
11-thanked Public Works’ Director for fixing water leaks.

Alderman Emery made the motion that the meeting be adjourned. Seconded by Alderman Stone. Passed unanimously. Meeting adjourned at 10:00 p.m.