Minutes of Regular Meeting held October 12, 2021

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


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

CONSIDER AND ACT UPON REQUEST FROM INDIGO CONSTRUCTION TO PLACE A METER ON FIRE HYDRANT FOR SITE WORK IN SADDLE RIDGE ESTATES-DANIEL ENGELHARDT
Alderman Cate made the motion that Council grant the request from Indigo construction to place a meter on fire hydrant. Seconded by Alderman Cortez. Passed unanimously

CONSIDER AND ACT UPON RFPs FOR TREE TRIMMING PROJECT
Code Compliance Officer Scott Traeger updated Council on tree trimming project. Alderman Emery made the motion that this item be tabled. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR OBTAINING BRUSH ASSISTANCE FOR HOMECOMING BONFIRE LOCATED AT LYTLE HIGH SCHOOL
Alderman Stone made the motion. Seconded by Alderman Emery. Passed unanimously.

DISCUSS AND CONSIDER TAKING ACTION ON ESTABLISHING AN ORDINANCE REGULATING CONSTRUCTION AND DEMOLITION WITHIN THE CITY LIMITS—ALDERMAN CATE
Alderman Cate talked with Council about his concerns on construction and demolition within the city limits. Alderman Cate will call City Building Inspector Troy Martin about Building Code. Alderman Stone made the motion for Alderman Cate to reach out to the City Inspector Troy Martin. Seconded by Alderman Emery.

DISCUSS AND CONSIDER ADOPTING AN ORDINANCE ESTABLISHING ROBERT'S RULE OF ORDER AS PARLIAMENTARY PROCEDURE FOR ALL LYTLE CITY COUNCIL MEETINGS—ALDERMAN CATE
Alderman Cortez made the motion for City Attorney Tom Cate to look into this item. Seconded by Alderman Stone. Alderman Emery made the motion for a workshop. Discussion, since there was a motion and a second. Alderman Cortez amended his motion for a workshop. Seconded by Alderman Stone for a workshop. Passed unanimously.
Minutes of Regular Meeting held October 12, 2021-page 2

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

1 - 56 properties mowed;
2 - 40 brush piles at curb early;
3 - removed debris/bulky waste at 18 locations;
4 - 3 instances of watering yard with sprinkler after restricted time (Stage 1);
5 - complaint in Park Place of a chicken and rooster-removed;
6 - 4 businesses with dumpster overage charge from Waste Management;
7 - alerted 3 businesses to renew their Alcohol Beverage License;
8 - unregistered vehicle removed from Railroad Street near beverage barn;
9 - advised new Railhead Café of water leak at customer’s cut-off valve;
10 - I cut up and the City crew removed limbs left along Juarez Street right-of-way by the electric utility company for the night light; and
11 - checked several clusters of oak trees at construction site (between 2 lots at rear of property) at Saddle Ridge Subdivision consisted of 17”-single trunk, 15” - single trunk, 48” quadruple split trunk (24”, 25”, 20” and 9”) at 6’ above ground and 8 trunk split cluster from ground 10”, 22”, 24” and 24” and 90” split into 4 trunks at 6’ to 7’ above the ground.

CONSIDER AND ACT UPON DESIGNATING OCTOBER 15TH AS WHITE CANE SAFETY DAY WITH A PROCLAMATION
Alderman Stone made the motion. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON PROVIDING A PAY INCREASE TO CITY EMPLOYEE, MELINDA FLORES-SANTIAGO MORANTEZ
Animal Control Director Santiago Morantez asked Council for a pay increase for Melinda Flores. Discussion. Alderman Cate made the motion for Council to go into closed session. Seconded by Alderman Stone.

Mayor Gonzalez announced at 7:24 p.m. that Council would go into closed session as allowed in Chapter 551.074, Subchapter D of Government Code.

Mayor Gonzalez reopened the meeting at 7:35 p.m. and announced that no action had been taken in closed session.

Alderman Cate made the motion to take no action at this time. Seconded by Alderman Morrow. Passed unanimously.

UPDATE ON LYTLE CLEAN-UP DAY-ALDERMAN EMERY
Alderman Emery updated Council on Lytle Clean-up Day. Alderman Emery invited Council to come out. City Attorney Tom Cate asked about a release for volunteers. Alderman Emery said he would check into this.
Minutes of Regular Meeting held October 12, 2021-page 3

UPDATE ON INSTALLATION OF 25 MPH SIGNS
Director of Public Works James McGrath updated Council on the 25 MPH signs. Discussion on types of stop signs and speed limit signs. Police Chief Priest said he would order signs.

UPDATE ON NORTH SOMERSET STREET PROJECT FOR REPLACING BOLLARDS WITH GUARDRAILS
Director of Public Works James McGrath updated Council on Bollards with guardrails. Public Works will be working on this project last week of October.

Council took a break at 7:56 p.m. and reopened the meeting at 8:06 p.m.

SUMMARY UPDATE ON CURRENTLY OPEN CITY HALL POSITIONS WORKSHOP-ALDERMAN EMERY
Alderman Emery updated Council on the workshop held for the current positions at City Hall. Alderman Emery discussed with Council recommendations made by our new auditors.

CONSIDER AND ACT UPON ACCEPTING NEWLY CREATED ASSISTANT CITY SECRETARY JOB DESCRIPTION-ALDERMAN EMERY
Alderman Emery made the motion that this item be tabled. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROMOTING PAOLA RIOS TO ASSISTANT CITY SECRETARY POSITION AND PROVIDING PAY INCREASE-ALDERMAN EMERY
Alderman Emery made the motion that this item be tabled. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING CITY SECRETARY TO ADVERTISE FOR PERMIT, TAX AND UTILITY CLERK POSITION-ALDERMAN EMERY
Alderman Emery made the motion that this item be tabled. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON ALLOWING CITY SECRETARY TO ADVERTISE FOR FINANCIAL DIRECTOR POSITION-ALDERMAN EMERY
Alderman Emery made the motion to allow the City Secretary to advertise for Financial Director position. Seconded by Alderman Cortez. Discussion. VOTE: FOR motion-Aldermen Emery, Stone, Cortez and Morrow; AGAINST motion-Alderman Cate. Motion carried.

UPDATE ON TxDOT MEETING
Mayor Gonzalez updated Council on TxDOT meeting. Mayor Gonzalez went over the handout with Council. Discussion on all the projects TxDOT will be working on.
Minutes of Regular Meeting held October 12, 2021-page 4

**DISCUSS AND CONSIDER ADOPTING A PAID QUARANTINE LEAVE POLICY**
Alderman Cortez made the motion to change to all City Employees. Seconded by Alderman Stone. Passed unanimously.

**DISCUSS AND CONSIDER ADOPTING AN ORDINANCE FOR PAID QUARANTINE LEAVE POLICY**
Alderman Cortez made the motion to amend wording for all City Employees and amend date to include October 1st, as per City Attorney Tom Cate. Seconded by Alderman Morrow. Passed unanimously.

**LIBRARY LIAISON’S REPORT**
Alderman Morrow discussed his written report with Council on Library Department, Alderman Morrow also reported that the new business Vic’s Cocina is doing well.

**POLICE DEPARTMENT AND ANIMAL CARE & CONTROL LIAISON’S REPORT**
Alderman Cortez discussed Police Department with Council. Alderman Cortez discussed Animal Care and Control Department with Council.

**CITY HALL LIAISON’S REPORT**
Alderman Emery discussed City Hall and all the current positions needing to be filed.

**PUBLIC WORKS LIAISON’S REPORT**
Alderman Stone discussed Public Works Department with Council.

**STREET LIAISON’S REPORT**
Alderman Cate discussed grant for sidewalks project with Council. Alderman Cate discussed the streets improvement project.

**INFORMATIONAL ITEMS**
Mayor Ruben Gonzalez reported on the following items:
1 - COVID numbers going down;
2 - Congressional visit with Congressman Cuellar;
3 - Commissioner Knowlton-Atascosa County Pt. 2 advised the Mayor there would be re-districting;
4 - Police Department will be out monitoring traffic on Halloween night;
5 - October Birthdays-Danny Robison October 7th, Scott Traeger October 13th, Jerry Stone October 14th, Diana Salazar October 24th, and Richard Priest October 31st;
6 - Homecoming Parade;
7 - City’s 70th Anniversary;
8 - Condolences to Council and City Employee for their loss;
9 - Guadalupe Castro viewing and funeral; and
10 - Keep Josie Campa and her family in prayers.

Alderman Emery made the motion to adjourn. Seconded to Alderman Morrow.
Minutes of Regular Meeting held October 12, 2021-page 4

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Alderman Emery made the motion to adjourn. Seconded to Alderman Morrow. Meeting was adjourned at 9:19 p.m.