Minutes Of Regular Meeting held February 14, 2022

Regular meeting with the following present: Mayor Ruben Gonzalez; Aldermen David Emery, Jerry Stone, Charles Cate, Sam Cortez; City Secretary Josie Campa; Public Works Director James McGrath; Animal Control Director Santiago Morantez; Police Chief Richard Priest; City Attorney Tom Cate; Code Compliance Officer Skip Traeger, Library Director Cassandra Cortez; Finance Director LaNet Hester.


CALL TO ORDER & PLEDGE OF ALLEGIANCE
Mayor Ruben Gonzalez called the meeting to order at 6:35 p.m. and led everyone in the pledge to the flag.

VISITORS'/CITIZENS' COMMENTS
Atascosa County Commissioner Stuart Knowlton told Council that construction will start soon on the new County yard.

The Commissioner told Council that permits are being consolidated with the Fire Marshal’s office. Septic tank permits are now being issued by Fire Marshal’s office.

Judge Celeste Brown introduced herself and told Council she is on the Medina County ballot for Justice of the Peace.

CONSIDER APPROVAL OF MINUTES
Alderman Cate made the motion that Council approve the minutes of the January 13th special meeting be approved as presented. Seconded by Alderman Stone. Discussion. Alderman Emery called attention to Page 2 of these minutes, therefore, Alderman Cate amended his motion to read that the January 13th minutes be approved, as amended. Alderman Stone seconded this motion. Passed unanimously.

CONSIDER APPROVAL OF CITY ATTORNEY’S MONTHLY BILL
Alderman Emery made the motion that the bill from Attorney Tom Cate be approved, as presented. Seconded by Alderman Cortez. VOTE: For motion—Aldermen Emery, Cortez and Stone. Alderman Cate abstained. Motion carried.

CONSIDER APPROVAL OF PAYMENT OF BILLS
City Secretary added the bills from Fuelman for $2,957.79. Alderman Emery made the motion that Council approve payment of the bills with the addition. Seconded by Alderman Stone. Passed unanimously.
CONSIDER AND ACT UPON UPDATE ON PROPOSAL FROM LYTLE CHAMBER OF COMMERCE FOR PROCUREMENT, INSTALLATION AND MAINTENANCE OF A DIGITAL SIGN FOR THE CITY OF LYTLE-BRAD BEAZER
Alderman Emery made the motion that this item be tabled until the next meeting. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM CODY DAVENPORT TO INSTALL AWNINGS ON BLEACHERS AT SOFTBALL FIELD IN JOHN LOTT MUNICIPAL PARK
Cody Davenport gave Council info on having awnings built at the softball field bleachers and said he might have some funding for this project. Alderman Cortez made the motion that Council allow $3,700.00 for this project. Seconded by Alderman Stone. Passed unanimously.

Council agreed having the T-ball field on the next agenda.

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE USE OF FUNDS FROM THE REMAINING BUSINESS GRANTS FOR THE PURCHASE OF A STORAGE SHED TO BE LEASED TO THE LYTLE LITTLE LEAGUE
Anthony Reyna told Council that Little Leagues’ funds for a storage shed were depleted due to COVID. He, then requested that Council allow the use of CARES Funding for this shed. Alderman Stone made the motion that Council use the money left over from business grants. Seconded by Alderman Emery. Discussion. Motion was withdrawn. Alderman Emery made the motion that Council table this item until information on a larger building that meets the needs be obtained. Discussion. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM TRC ON LYTLE FARMS PRELIMINARY PLAT AND MASTER DEVELOPMENT PLAN, PLAT REVIEW AND ENGINEERING SERVICES
Alderman Emery made the motion that Council approve TRC’s proposal totaling $6,464.00, be approved. Seconded by Alderman Cate. Passed unanimously.

CONSIDER AND ACT UPON ADOPTING 2021 INTERNATIONAL FIRE CODE
Alderman Cate made the motion that Council adopt the 2021 International Fire Code. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON THE PRESENTATION OF THE 2021 RACIAL PROFILING REPORT
Police Chief presented the 2021 Racial Profiling Report. Alderman Cate made the motion that Council accept the 2021 report as presented by the Chief. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER AND ACT UPON ELIGIBILITY AND NOMINATION FOR ANNUAL CITIZENSHIP AWARD
Alderman Cate made the motion that Council table this item for the February 28th agenda for Council to review. Seconded by Alderman Emery. Passed unanimously.

UPDATE ON INSTALLATION OF 25 MPH SPEED LIMIT SIGNS
Public Works Director James McGrath told Council he finally got all the parts needed for installing the 25 mph speed zone on Lylle-Somerset Street. He told Council he hopes to get this done next week and the Chief needs to prioritize the next streets.

Council took a short break at 7:57 p.m. and reconvened at 8:07 p.m.

UPDATE ON SANITARY EASEMENT FOR WELL #4
City Attorney Tom Cate told Council he just needs to get the property owner and the bank to sign the easement, and it will be sent out by the end of the month, and he hopes the owner will be available to sign this.

UPDATE ON EMPLOYEE HANDBOOK
Alderman Emery told Council that the group will be meeting again this Thursday and have made progress. He said he hopes to have this project completed in a couple of months.

UPDATE ON ORDINANCES BEING RECODIFIED BY MUNICODE
City Secretary Josie Campa told Council that Municode had completed the recodification of the last set of ordinances that were sent to them and the website now has these ordinances on-line.

CONSIDER AND ACT UPON HIRING ATASCOSA COUNTY TAX COLLECTOR TO COLLECT CITY TAXES
Alderman Cortez made the motion this item be tabled for the next meeting. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON ADVERTISING FOR REQUEST FOR QUALIFICATIONS FROM ENGINEERING FIRMS TO PERFORM A REVIEW AND DIAGNOSTIC OF THE CITY’S EXISTING CODE OF ORDINANCES AND POLICIES—ALDERMAN CATE
Alderman Cate made the motion that this item be tabled until the first March meeting. Seconded by Alderman Emery. Passed unanimously.
**DISCUSS AND CONSIDER RAISING WATER AND SEWER RATES, INCLUDING THE HIRING OF OUTSIDE EXPERTS TO HELP ESTABLISH THE RATES-ALDERMAN CATE**  
Alderman Cate made the motion that Council have the City Secretary reach out to someone to do an analysis of the city’s water and sewer rates. Seconded by Alderman Stone. Passed unanimously.

**DISCUSS AND ACT UPON ADVERTISING FOR REQUESTS FOR QUALIFICATIONS (RFOs) FROM ENGINEERING FIRMS FOR ESTABLISHING DRAINAGE ASSESSMENT FEES FOR THE CITY’S DRAINAGE UTILITY FUND-ALDERMAN CATE**  
Alderman Cate made the motion that the city advertise for qualifications from engineering firms for establishing drainage assessment fees for the city’s drainage utility fund. Seconded by Alderman Cortez. Discussion. Passed unanimously.

**DISCUSS AND ACT UPON APPOINTING COUNCIL LIAISON FOR THE FINANCE DEPARTMENT-ALDERMAN CATE**  
Alderman Emery made the motion that he be appointed as liaison for the finance department. Seconded by Alderman Stone. Discussion. VOTE: For motion Aldermen Emery and Stone. Against motion-Aldermen Cate and Cortez. Mayor Gonzalez voted FOR motion to break the tie. Motion carried.

**DISCUSS AND SET UP WORKSHOP DATE WITH REPRESENTATIVE FROM KIMLEY HORN ON ADOPTING POLICIES AND PROCEDURES FOR MANAGING GROWTH-ALDERMAN CATE**  
Alderman Cate made the motion that Council hold a coffee workshop on March 2nd at 10:00 a.m. Seconded by Alderman Emery. Passed unanimously.

**DISCUSS AND SET WORKSHOP DATE WITH THE CITY’S FINANCIAL ADVISORS (SAMCO-CAPITAL) AND CITY ENGINEER (TRC-JEFF DAHM) REGARDING THE FINANCING AND FUNDING OPTIONS AVAILABLE FOR THE NECESSARY INFRASTRUCTURE PROJECTS-ALDERMAN CATE**  
Alderman Cate made the motion that Council hold a workshop on February 28th at 5 p.m. with the City’s Financial Advisors (SAMCO-Capital) and City Engineer (TRC-Jeff Dahm) regarding the financing and funding options available for the necessary infrastructure projects. Seconded by Alderman Stone. Passed unanimously.

**DISCUSS AND CONSIDER TAKING ACTION ON THE DESIGN PHASE OF TxDOT-TRANSPORTATION ALTERNATIVES 2021 GRANT PROJECT-ALDERMAN CATE**  
Alderman Cate made the motion that Council call for RFQs from engineering firms for the design phase of TxDOT-Transportation Alternatives 2021 Grant Project. Seconded by Alderman Cortez. Discussion. Passed unanimously.
CONSIDER AND ACT UPON SETTING DATE FOR DEPARTMENT HEAD EVALUATIONS
Alderman Cortez made the motion that Council set April 13th as the date for department head evaluations. Seconded by Alderman Emery. Passed unanimously.

CONSIDER AND ACT UPON HOLDING EASTER EVENT
Alderman Stone made the motion that the City hold an Easter even this year. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PURCHASE OF FIREWORKS FOR THE 4TH OF JULY EVENT
Alderman Stone made the motion that Council approve the purchase of fireworks for a July 4th celebration. Seconded by Alderman Emery. Passed unanimously.

INFORMATIONAL ITEMS
The following items were for informational purposes:
1 - Election this year will have to be contracted with three counties due to a constitutional amendment election on May 7th;
2 - work is being done for the dedication ceremony on April 8th for Ruiz-Foster Way Street signs;
3 - TxDot IH 35 improvements project will start soon;
4 - new water well is coming along well-piping will be done in March;
5 - the 2nd storage tank is being worked on now;
6 - well project on schedule;
7 - St. Andrews has extended COVID testing;
8 - vaccinations for COVID, shingles, pneumonia will be done at Horace Fincher Center;
9 - Mayor thanked Chief Priest, Matt Dear, Ronnie Brown and Public Works’ Department for work done on sirens;
10 - Mayor said Frontera is working on email accounts and this will be on next agenda;
11 - Thanked Public Works department for winter storm preparations;
12 - Mayor thanked City Hall for running during cold spell;
13 - He thanked the Finance Director for getting ready for audit and getting set up with Comptrollers office;
14- Mayor thanked P.D. for work done on checking roads during winter freeze and for helping with rodeo trail ride;
15 - Mayor thanked fire department for fighting the unique fire in the area;
16 - Mayor thanked Library personnel for working with a shortage of people;
17 - Mayor thanked Animal Control department for taking care of pets in the cold weather;
18 - Mayor announced that employees Laura Rodriguez, Pete Billalobos and Frank Reyes have February birthdays; and
19 - Mayor announced that on February 17th Go Medina will hold meeting at the Bakery Pub.

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

Meeting adjourned at 9:07 p.m.