MINUTES
CITY OF LYTLE
REGULAR CITY COUNCIL MEETING
JANUARY 23, 2023

CALL TO ORDER
Mayor Ruben Gonzalez called the meeting to order at 6:29 PM

ROLL CALL
Mayor Ruben Gonzalez, Alderman Sam Cortez, Alderman David Emery, and Alderman Michael Rodriguez were present.

Alderman Charles Cate and Alderman Joseph Morrow were absent.

Staff Present: City Administrator Matthew Dear, City Secretary Paola Rios, Finance Director LaNet Hester, Animal Control Director Santiago Morantez, Sgt. David Lopez, Public Works Director James McGrath, Code Compliance Officer Skip Traeger, Library Director Cassandra Cortez and City Attorney Jesse Lopez.

PLEDGE OF ALLEGIANCE TO THE UNITED STATES FLAG
Led by Mayor Ruben Gonzalez

CITIZENS TO BE HEARD
No citizens to be heard.

CONSENT AGENDA

Approval of Payments of Bills
i. Alderman David Emery made the motion, seconded by Alderman Sam Cortez to approve the item. A vote was taken (3:0 all ayes) the motion carried by all present.

OPEN SESSION – ACTION ITEMS

a. Consider and Act upon Approval of City Investment Policy
i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman David Emery to take approve the item. A vote was taken (3:0 all ayes) the motion carried by all present.
b. Consider and Act upon review of selection of Thonhoff Consulting Engineers, Inc. as project engineer for Community Development Block Grant Fiscal Year 2023-24 and to authorize city administrator to negotiate and enter into contract not to exceed $75,000.
   i. A motion was made by Alderman David Emery, seconded by Alderman Sam Cortez to approve the item, vote was taken (3:0 all ayes) the motion carried by all present.

   i. Mayor updated council that the person in charge of the Emergency Management Plan had left the area, she is working out of the country but they will meet face to face to finish up the plan.

DEPARTMENT REPORTS

a. Santiago Morantez reviewed his Animal Control’s Report in a power point presentation.
b. Cassandra Cortez reviewed her Library Director’s Report in a power point presentation.
c. Code Compliance Officer Scott Traeger reviewed his report with council.
   1. 9 locations with brush in right of way – discussed early placement with resident.
   2. Removed and/or advise placement of bulky waste/debris with 27 residents.
   3. Two (2) properties maintained.
   4. Advised 4 residents to contact waste management “At Your Door” service for removal of TV units.
   5. Checked 15 permit applications and compliance.
   6. Checked with 8 residents/business for agreement with CPS light pole placement – one disagreed with pole placement in drive entrance and requested to relocate.
   7. 1 ½’ high brick “wings” from driveway to near the pavement at Main St. and FM 2790 N that was not approved by TXDOT. TXDOT plans to re-work drainage in this area. The “wing” at property was removed.
d. James McGrath reviewed his Public Works Director’s Report in a power point presentation.
e. Sgt. David Lopez reviewed the Police Chief’s Report in a power point presentation.
f. LaNet Hester reviewed her Finance Report with council.
g. Paola Rios reviewed her City Secretary’s Report in a power point presentation.
h. Matthew Dear reviewed his City Administrator’s report in a power point presentation.

EXECUTIVE SESSION

   i. Nothing to report by legal.

ANNOUNCEMENTS FROM CITY COUNCIL AND CITY STAFF

1. Mr. Cortez wants the trees trimmed at the Coal Mine entrance, blocks the sight when turning.
2. Mr. Cortez stated we still need a Coal Mine entrance; he got a phone call in the middle of the night, and he had to call Chief in the middle of the night to be able to help.
3. Michael thanked the city workers for quickly resolving the entrance at the mobile home park that was being blocked while TXDOT was working on the road.
4. Calendar items, elections for the 3 Districts. If continuing, please pick up the packet and get it with City Secretary.
5. City of Poteet will have a Cowboy Breakfast and the council, and everyone is invited. It will be at 7 am at Canyon City Park.
6. February 11th, grand opening for the Shops at Lytle.
7. February 16th for Community (see video), working with Paola to set this up.
10. The city will have an auction sometime in April at the Police Department.
11. Special thanks to Santi for the adoption event.
12. Thanks to PD for all they have been doing with the bailouts.
13. Thanked LaNet for the Audit.
14. Thanked Paola for the Senior Luncheon.
15. Thanked Paola for the Proclamation for the Lytle ISD Board Members.
16. Mayor reminded everyone that we do have a Proclamation for the 90-year-olds around town, let Paola know and we will have one done for them.
17. Thanked James and Public Works with helping Paola with Christmas Decorations.
18. Thanked Matt for everything he has been doing, he has been working hard coordinating meetings and calls to keep everything on track.
20. Please remember to wash your hands as the Flu is still passing around.

ADJOURNMENT
Alderman David Emery made the motion, seconded by Alderman Sam Cortez to adjourn the meeting at 8:08 p.m. A vote was taken (3:0 all ayes) the motion carried by all present.

ATTEST:

[Signatures and dates]