MINUTES
CITY OF LYTLE
REGULAR CITY COUNCIL MEETING
MARCH 27, 2023

CALL TO ORDER
Mayor Ruben Gonzalez called the meeting to order at 6:30 PM

ROLL CALL
Mayor Ruben Gonzalez, Alderman Sam Cortez, Alderman David Emery and Alderman Michael Rodriguez were present. Alderman Charles Cate was in session via video conference.

Alderman Joseph Morrow was absent.

Staff Present: City Administrator Matthew Dear, City Secretary Paola Rios, Finance Director LaNet Hester, Animal Control Director Santiago Morantez, Police Chief Richard Priest, 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 one to be heard.

PROCLAMATION

I. Mayor Presented Natalie Pacheco and Mario Diaz with a Proclamation

CONSENT AGENDA

Approval of Payments of Bills
i. Alderman Michael Rodriguez made the motion, seconded by David Emery Cortez to approve the item. A vote was taken (3 ayes, 1 abstained) the motion carried by all present.
OPEN SESSION – ACTION ITEMS

a. Consider and Act upon bid from VK Knowlton in an amount of $38,700 for construction of a 12-inch water line extension to service the new water tower in the Rosewood Subdivision.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to approve the item. After discussion, a vote was taken (4:0 all ayes) the motion carried by all present.

b. Update and Review of city’s classification by the Insurance Services Office – Building Code Effectiveness grading Schedule Program
   i. City Administrator updated council with the Building Code Evaluation the city had. The city went from a classification six (6) to a ten (10) with one (1) being your best and ten (10) being the worst. The City Administrator will work on getting the evaluation to a better grade.

c. Consider and Act upon whether the city’s plumbing inspection procedures should be revised to allow for scheduling of daily inspections.
   i. A motion was made by Alderman David Emery, seconded by Alderman Sam Cortez to direct the city administrator to pursue options and possibilities to find a third party or to work with our current inspector and come back with a plan and options at the next meeting. Alderman David Emery amended his motion to add soliciting for variance for a three day or a two day or five days trips so the city can get a variety of options to get cost estimates. After further discussion, a vote was taken (4:0 all ayes) the motion carried by all present.

d. Consider and Act upon Task Order 23-02 with TRC Engineers, Inc. in the amount of $1,500 for Engineering Services relating to review of the Mueller Estate Preliminary Plat.
   i. A motion was made by Alderman David Emery, seconded by Alderman Charles Cate to approve the item. A vote was taken (4:0 all ayes) the motion carried by all present.

DEPARTMENT REPORTS

a. Santiago Morantce 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. Remove 10 advertisements/signs from city right of way and utility poles.
   2. Checked four (4) locations for tree removal.
   3. Had five (5) properties maintained.
   4. Checked compliance for nine (9) permits. New shop next to donut shop (The Bailey Brand) required registration for certificate of occupancy and fire safety standards.
   5. Addressed twenty (20) brush piles placed at right of way too early and in addition, advised five (5) locations to cut brush into smaller pieces for pick up and removed lumber/boards from four (4) locations.
   6. Removed bulky waste/debris from thirty-four (34) and advised of new removal schedule and roll-off locations and schedules.

d. James McGrath reviewed his Public Works Director’s Report in a power point presentation.

e. Richard Priest reviewed his Police Chief’s Report in a power point presentation.

City Council took a break at 8:00 p.m.

Council reconvened at 8:11 p.m.
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 from legal.

INFORMATIONAL ITEMS

   a. Update Mid-Year Financial Report
      i. Finance Director LaNet Hester along with City Administrator Matthew Dear updated council with a mid-year financial report.

ANNOUNCEMENTS FROM CITY COUNCIL AND CITY STAFF

1. Easter will be April 8th and Paola has been working with NHS with filling Easter eggs.
2. LaNet told council that Paola will not be here for the Easter Egg Event. LaNet and Matt and other office staff will help during the event.
3. Matt announced to council that on the March 15th Animal Control was rearended and wanted to let council know. All minor damages will be fixed and will have the vehicle ready for auction.
4. Matt said he will find a date in May for auction he is getting a list ready from all departments.
5. James turned on water for the truck stop last week. There is gas on that property and will work with CPS and Virginia to give them an estimate.
6. Mayor thanked everyone that was involved with the festival. People were asking for next year’s festival; they got some good feedback from people that attended the event.
7. Thanked City Hall, Public Works, PD, Fire Department, Chamber, Chuck Weimer team for scheduling. Kudos to Matt and Brad who were out there from the morning until the end trying to take care of stuff.
8. Thanked PD and Fire Marshal for assisting on both recoveries of the fires in town. One business and one residential who was a veteran a was able to be relocated in to a better place. Also to the Methodist Ministry in Devine who came through with finding a few agencies that were to help out a lot of the residents that were in those facilities.
9. Congratulated the VFW who will finally be getting a permanent building to hold their meetings and rentals for events.
10. Provided an update on TXDOT on frontage roads, the road will be shut down past the Texan trailers Big Texas Trailers you will have to go to Natalia and come back, it will be a one-way street.
11. Starting tomorrow by the Bill Miller side, they will be working on the left lane and the right lane will be open.
12. Best Western side should be open by Friday, Saturday the latest as a two-way street.
13. Audit, looking forward to seeing the report.
14. Reminded everyone of the last two fish fries over at St. Andrews Church.
15. Easter event on April 8th.
16. Waiting on the inspection from Stripes.
17. Senior Meal on the 20th of April and Community Outreach on the same day along with the Methodist Hospital doing free screening for our Seniors.
18. Lytle ISD One Act Play did a great job, going for Area competition.
19. Lytle ISD Film won at the State and got invited to another competition. Once they get that done, we will have them come to council for recognition. Another state winner and another possibility of another festival or film category they might win.
20. Lytle ISD Pirate Tack, Baseball and Softball teams have been doing good. It has been a tremendous year Academically and Athletically.
21. Lytle ISD Band is 4th in State.
22. Thanked Chief Priest and PD for escorting in the Lytle ISD Film Team.
23. Cassandra 9th, Elias on the 10th, Gordon on the 12th, Rosario on the 20th, and Alderman David Emery 4th of April before the next council meeting. Everyone joined the mayor and sang Happy Birthday to him.

ADJOURNMENT
Alderman Sam Cortez made the motion, seconded by Alderman David Emery to adjourn the meeting at 9:08 p.m. A vote was taken (4:0 all ayes) the motion carried by all present.

ATTEST:

[Signature]
Name / Title
Date

[Signature]
Name / Title
Date