MINUTES
CITY OF LYTLE
REGULAR CITY COUNCIL MEETING
APRIL 10, 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, Alderman Michael Rodriguez, Alderman Joseph Morrow, and Alderman Charles Cate were present.

Staff Present: City Administrator Matthew Dear, 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 Jessie Lopez.

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

CITIZENS TO BE HEARD
No citizens to be heard.

EXECUTIVE SESSION

City Council went into closed session at 6:32 p.m.
City Council reconvened at 7:01 p.m.

a. Employee complaints filed against city administrator.
   i. No action taken.
CONSENT AGENDA

Approval of Minutes
i. Alderman Michael Rodriguez made the motion, seconded by Alderman David Emery to approve the minutes of March 13, 2023, with the amendment made by Alderman David Emery. A vote was taken (5:0 all ayes) the motion carried by all present.

ii. Alderman Michael Rodriguez made the motion, seconded by Alderman Sam Cortez to approve the minutes of March 27, 2023. A vote was taken (5:0 all ayes) the motion carried by all present.

Approval of Payment of Bills
i. Alderman Charles Cate made the motion, seconded by Alderman Michael Rodriguez to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

OPEN SESSION – ACTION ITEMS

a. Consider and Act upon Presentation and Approval of city's Annual Audit for Fiscal Year 2021-2022.
   i. A motion was made by Alderman Charles Cate, seconded by Alderman David Emery to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

   i. A motion was made by Alderman David Emery, seconded by Alderman Sam Cortez to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

c. Consider and Act upon Resolution No R23-04 authorizing the imposition of a 20% penalty for collection costs on delinquent city property tax accounts for Tax Year 2022 and subsequent tax years.
   i. A motion was made by Alderman David Emery, seconded by Alderman Joseph Morrow to table the item for the next meeting. A vote was taken (5:0 all ayes) the motion carried by all present.

d. Consider and Act upon adopting Ordinance No. 23-05 instituting a Homestead Exemption from taxation for all residents of the City of Lytle in the amount of 20% of the appraised value of their homestead property, but not less than $5,000, as provided by Texas Tax Code section 11.13(n)
   i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman Joseph Morrow to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

e. Discuss, consider, and take appropriate action on possible reallocation of bond funds designated for street improvements and to reallocate the funds towards proposed water and sewer system improvements.
   i. A motion was made by Alderman Charles Cate, seconded by Alderman David Emery to take no action. A vote was taken (5:0 all ayes) the motion carried by all present.

City Council took a break at 8:13 p.m.

City Council reconvened at 8:29 p.m.
f. Discuss, consider and possible action on request from former city secretary to retrieve additional personal items from city hall buildings.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to follow legal’s advice, and after May the 4th the issue is closed. After further discussion, a vote was taken (4 ayes, 1 no) the motion was carried by all present. Alderman Michel Rodriguez made an amendment to the motion, seconded by Alderman Joseph Morrow to update the handbook to be able to provide specific guidance whether it be the maintainability and the accessibility thereafter. A vote was taken (5:0 all ayes) the motion carried by all present.

g. Consider and Act upon Task Order No. 23-03 with TRC Engineers, Inc. in the amount of $3,000.00 for Engineering Services relating to the Harris Driveway Floodplain Development Permit.
   i. A motion was made by Alderman Charles Cate, seconded by Alderman David Emery to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

h. Consider and Act upon Task Order No 23-04 with TRC Engineering Services in the amount of $750.00 for Elevation Certificate at 19536 S. Somerset Street, Lytle, Texas.
   i. A motion was made by Alderman David Emery, seconded by Alderman Sam Cortez to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

i. Consider and Act upon whether to proceed with issuing a Request for Proposals for Building Inspection Services.
   i. A motion was made by Alderman Charles Cate, seconded by Alderman Sam Cortez to approve the item. After further discussion, a vote was taken (5:0 all ayes) the motion carried by all present.

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

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

EXECUTIVE SESSION

City Council went into closed session at 9:23 p.m.
City Council reconvened at 9:25 p.m.

   i. No action taken.

ANNOUNCEMENTS FROM CITY COUNCIL AND CITY STAFF

1. James stated they got 109 supplies for water meters out at Saddle Ridge today, 200 meters.

2. Cassandra will be out next week leaving on Tuesday for a conference through Friday in Austin for the Library.

3. David Emery stated the Keep Lytle Beautiful Committee is planning to do their walk the streets on Saturday when they do their clean up on May 6th. It is a great opportunity for anyone that needs to do volunteer hours, High School NHS

4. Mayor is asking council to help, Public Works is looking to hire, please spread the word.

5. Special thanks to Public Works, especially after hours stepping up and helping with something fixed or something looked at or working an event.

6. Thank LaNet for all the hard work on the audit.

7. Kudos to Santi on the yard sale, getting all taken care of.
8. Thank City Hall, Paola, LaNet, Matt, Public Works, Parks & Recreation, VFW, Auxiliary, Fire Department, Boys Scouts and National Honor Society and every volunteer for a great Easter Egg Hunt with a total of 20,000 eggs.
9. Congratulated former VFW Commander Larry Sanders was named as a State VFW Commander. He will be taking over in June and there will be a homecoming in San Antonio.
10. Reminder Senior Meal on the 20th of April.
11. Community Outreach will also be on the 20th of April at the Community Center.
12. June will be set up for vaccinations for kids all for free.
14. TXDOT opened the two lanes.
15. Next meeting, we will have both the boys and girls basketball teams getting recognized.
16. Please go out and catch our boys baseball and the girls softball teams both are doing great. Also with track, please go out there and support them. The Tennis team went to Regionals today.

ADJOURNMENT
Alderman David Emery made the motion, seconded by Alderman Joseph Morrow to adjourn the meeting at 9:35 p.m. A vote was taken (0:0 all ayes) the motion carried by all present.

ATTEST:

[Signatures]

Name / Title

Date

[Signatures]

Name / Title

Date