MINUTES
CITY OF LYTHE
REGULAR CITY COUNCIL MEETING
MAY 22, 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, and Alderman Charles Cate were present. New Council Members Alderman Miguel Aguirre and Alderman Richard Hughes were present.

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
Veronica Rodriguez who lives at 144 CR 6842 came in to talk to council about the conditions of the roads at Twin Lakes. The roads just keep getting worse and worse. The last meeting she attended, someone was going to get back with her. She never heard from anyone, but no one took her phone number.

OATH OF OFFICE AND SWEARING IN OF CITY COUNCILMEMBER PLACE 1, CITY COUNCILMEMBER PLACE 2, AND CITY COUNCILMEMBER PLACE 3.

New Council Members Miguel Aguirre, Richard Hughes and David Emery were sworn in.

APPOINTMENT OF MAYOR PRO-TEM

a. Discuss, Consider and Act upon appointment of Mayor Pro-Tem.
   i. A motion was made by Alderman Michael Rodriguez, seconded by Richard Hughes to appoint Alderman David Emery as Mayor Pro-Tem. A vote was taken (5:0 all ayes) the motion carried by all present.
CONSENT AGENDA

a. Consider Approval of Payment of Bills.
   i. Alderman Michela Rodriguez made the motion, seconded by Alderman David Emery to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

PUBLIC HEARING

a. Public Hearing on the application by Miguel A. Perez to locate a mobile home on the property located at 63393 Hidalgo Street, Lytle, Texas (Lots 1, 2 & 3, Block 1 Coal Mine Subdivision, Medina County, Texas).
   i. Mayor opened the hearing at 6:51 p.m. there were no comments made.

b. Public Hearing on the application by Oscar and Maria Ballesteros to locate a mobile home on the property located at 15319 Lake Street, Lytle, Texas (Lot 31, Block 40, San Antonio Irrigated Farms Subdivision, Atascosa County, Texas).
   i. There were no comments made. The hearing was closed at 6:52 p.m.

OPEN SESSION – ACTION ITEMS

a. Consider and Act upon the application by Miguel A. Perez to locate a mobile home on the property located at 63393 Hidalgo Street, Lytle, Texas (Lots 1, 2 & 3, Block 1, Coal Mine Subdivision, Medina County).
   i. A motion was made by Alderman Charles Cate, seconded by Alderman Richard Hughes to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

b. Consider and Act upon the application by Oscar and Maria Ballesteros to locate a mobile home on the property located at 15319 Lake Street, Lytle, Texas (Lot 31, Block 30, San Antonio Irrigated Farms Subdivision, Atascosa County, Texas).
   i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman David Emery to approve the item pending review by TRC Engineer. After discussion vote was taken (5:0 all ayes) the motion carried by all present.

c. Consider and Act upon Task Order #23-06 in the amount of $2,000 with TRC Engineers for engineering services related to Lake Street Floodplain Permit Review of Lot 31, Block 40, San Antonio Irrigated Farms.
   i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman Miguel Aguirre to approve the item. After further discussion, a vote was taken (5:0 all ayes) the motion carried by all present.

d. Consider and Act upon Final Plat application for Saddle Ridge Estates Subdivision, Phase 2 and 5, in the City of Lytle, Atascosa County, Texas.
   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.

e. Consider and Act upon Final Plat application for Rosewood Estates Subdivision, Unit 1, in the City of Lytle, Atascosa County, Texas.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to approve the item. A vote was taken (5:0 all ayes) the motion carried by all present.

f. Consider and Act upon whether to proceed with establishing municipal policies regulating the use of social media websites by the City of Lytle and the city departments.
   i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman David Emery to approve the item. Alderman David Emery amended his motion to be in conjunction with legal. Alderman Charles Cate asked to be brought to council before it went to legal. A vote was taken (5:0 all ayes) the motion was carried by all present.
g. Discuss, Consider and Act upon the possible re-location and re-dedication of Lytle Veteran’s Memorial Park from its current location to City Owned real property near FM 2790 and CR 6710.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to take no action. A vote was taken (5:0 all ayes) the motion was carried by all present.

h. Discuss, Consider and Act upon the formation of a committee to explore the creation of a linear park system located along future drainage improvements located within the City of Lytle.
   i. A motion was made by Alderman David Emery, seconded by Alderman Richard Hughes to appoint Alderman Charles Cate to be Chairman of the Committee to be put together for the creation of linear parks systems. After further discussion, a vote was taken (5:0 all ayes) the motion was carried by all present.

i. Discuss and set a date for a workshop on formalizing and implementing the usage of Robert’s Rules of Order for all City of Lytle meetings.
   i. A motion was made by Alderman David Emery, seconded by Alderman Miguel Aguirre that the City of Lytle adopt Robert’s Rules of Order, the most current edition, as the parliamentary manual for all Councils, Committees, and Commissions under the authority of the Mayor and the City Council of Lytle and further direct the City Administrator to arrange training workshops, with qualified Robert’s Rules of Order presenters, to provide training for every member of such groups, both initially and as necessary. A vote was taken (5:0 all ayes) the motion was carried by all present.

PROCLAMATION PRESENTED TO THE LYTLE ISD FILM CREW

Mayor Gonzalez presented the Lytle ISD Film Crew with a Proclamation.

City Council took a break at 7:53 p.m.

Council reconvened at 8:09 p.m.

j. Discuss, Consider and Act upon whether to establish a Tax Abatement Program as provided under Texas Tax Code, Section 312.002.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to direct City Administrator to draft a Tax Abatement program and bring before to council. After further discussion, Alderman David Emery amended his motion to bring before council in two months, seconded by Alderman Michael Rodriguez. A vote was taken (5:0 all ayes) the motion was carried by all present.

k. Consider and Act upon Appointing Members to the Ethics Commission.
   i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman David Emery to approve the two (2) nominees presented to council for the Ethics Commission. A vote was taken (5:0 all ayes) the motion was carried by all present. A motion was made by Alderman Michael Rodriguez, seconded by Alderman Charles Cate to table the remaining three (3) nominees for the Ethics Commission. A vote was taken (5:0 all ayes) the motion carried by all present.

l. Discuss and Consider a report on the Wastewater Treatment Plant project.
   i. City Administrator talked to council and gave an update on the sewer plant. Matt reminded council this item was an update only no actions can be taken.
m. Consider and Act upon authorizing a drainage easement agreement with Horatio A. Garcia Trust for the Lytle MHC Mobile Park project.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to approve the item. A vote was taken (5:0 all ayes) the motion was carried by all present.

n. Consider and Act upon Appointing Members to fill vacancies on the Planning and Zoning Commission.
   i. A motion was made by Alderman David Emery, seconded by Alderman Richard Hughes to designate Alderman Richard Hughes to find a member to fill the vacancy. Alderman David Emery amended his motion to Planning and Zoning Commission instead of Mobile Home Commission. A vote was taken (5:0 all ayes) the motion was carried by all present.

o. Consider and Act upon Appointing Members to fill vacancies on the Mobile Home Commission.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Aguirre to approve designate Alderman Charles Cate to find a member to fill the vacancy of the Mobile Home Commission. After further discussion, a vote was taken (5:0 all ayes) the motion was carried by all present.

p. Consider and Act upon Resolution No. R23-05, Supporting the City of Lytle’s Application to the Texas Department of Transportation’s 2023 Transportation Alternatives Set-Aside (TA) Call for Projects.
   i. A motion was made by Alderman Charles Cate, seconded by Alderman Michael Rodriguez to approve the item. After further discussion, a vote was taken (5:0 all ayes) the motion was carried by all present.

DEPARTMENT REPORTS

a. LaNet Hester reviewed her Finance Report with council.

b. Paola Rios reviewed her City Secretary’s Report in a power point presentation.

  c. Matthew Dear reviewed his City Administrator’s report in a power point presentation.

EXECUTIVE SESSION

      i. Nothing to report.

   b. Review and discuss proposed lease with Rise Broadband.
      i. No Action taken.

Council went into close session at 9:36 p.m.

Council reconvened at 9:54 p.m.

DISCUSS AND CONSIDER APPROPRIATE ACTION ON ITEMS RESULTING FROM EXECUTIVE SESSION

   a. Review and discuss proposed lease with Rise Broadband.

      ii. A motion was made by Alderman Michael Rodriguez, seconded by David Emery to allow City Administrator to look into the proposed lease agreement with rise Broadband. A vote was taken (5:0 all ayes) the motion carried by all present.

ANNOUNCEMENTS FROM CITY COUNCIL AND CITY STAFF

   1. LaNet stated we need to update our signatures since Sam Cortez is on most of our signatures. It will be on the next agenda.
2. Alderman David Emery went to Lake Shore 7:30 a.m. after the storm, went back at 1:30 p.m. and water was still going under. Finally later on the afternoon there was no more water going through. He is not sure if the BMA canal worked or not but there was not water going through. The only thing was that there was tall brush by the ditch and needed to be cleaned. City Administrator Matthew Dear stated that it is private property and HOA has said the owner has to clean it, if they don’t, they have to sign off an agreement to allow the city on the property on their property.

3. Thanked Public Works, Team Cruz, Matt and Chief for taking care of the water projects.

4. Thank PD, Public Works, Fire Dept. and Matt for all the flooding that was taken care of.

5. High School Graduation this Friday and Chief will also be celebrating Graduation with his daughter.

6. The School District will be providing free lunch program, starts this Friday and it goes all the way down to the 30th of June with the exception of Memorial Day. Please pass the word.

7. Ann Van Winkle’s Funeral Services will be June 2nd.

8. Our Auction will be on the 3rd of June, please pass word on that.

9. CPS event a week before the Community Outreach which is on June 14th.

10. Mayor asked for extra prayers for Yolanda Garcia, Juan Garcia’s wife. She is doing better, she’s in the hospital but keep the prayers going for her too.

11. Congratulated the new council members and returning ones. Looking forward to working with them.

12. June 9th will be Robbie’s Birthday, 25th Matt and 30th James. Everyone joined singing Happy Birthday to them.

ADJOURNMENT

Alderman David Emery made the motion, seconded by Alderman Richard Hughes to adjourn the meeting at 10:03 p.m. A vote was taken (5:0 all ayes) the motion carried by all present.

ATTEST:

Signature

Mayor, Cty of Lytle

Name / Title

Date

Signature

Paula C. Rios, City Secretary

Name / Title

Date