MINUTES
CITY OF LYTLE
REGULAR CITY COUNCIL MEETING
JANUARY 8, 2024

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

ROLL CALL
Mayor Ruben Gonzalez, Alderman Miguel Aguirre, Alderman Richard Hughes, Alderman David Emery, and Alderman Michael Rodriguez were present.

Alderman Charles Cate was absent.

Staff Present: City Administrator Zachary Meadows, City Secretary Paola Rios, Finance Director LaNet Hester, Police Chief Richard Priest, Public Works Foreman Robert Hernandez, Library Director Cassandra Cortez, and City Attorney Molly Solis.

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

CITIZENS TO BE HEARD
There were no citizens to be heard.

CONSENT AGENDA

a. Approval of Minutes
   i. Alderman Michael Rodriguez made the motion, seconded by Alderman David Emery to approve the minutes of December 11, 2023. A vote was taken (4:0 all ayes) the motion carried by all present.

b. Approval of Payment of Bills
   i. Alderman Michael Rodriguez made the motion, seconded by Alderman David Emery to approve the item. A vote was taken (4:0 all ayes) the motion carried by all present.

OPEN SESSION – ACTION ITEMS

a. Consider and Act Upon How to Proceed with 0.67 Acres of Land Out of the J. Matter Survey No. 442, Abstract No. 573, Atascosa County Texas (property ID# 57704, 14400 blk. Railroad St.)
i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman David Emery to approve the item. A vote was taken (4:0 all ayes) the motion carried by all present.

b. Consider and Act Upon Adoption of City Ordinance #24-01, Adopting Amendment Number 03 to the Original Budget of the City of Lytle, Texas for the Fiscal Year 2023-2024, Regarding Gas Replacement Services Completed by CPS Energy.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to approve the item. A vote was taken (4:0 all ayes) the motion carried by all present.

c. Consider and Act Upon Adoption of City Ordinance #24-02, Adopting Amendment Number 04 to the Original Budget of the City of Lytle, Texas for the Fiscal Year 2023-2024, Regarding Inspections of Ground and Elevated Storage Tanks,
   i. A motion was made by Alderman David Emery, Seconded by Alderman Miguel Aguirre to approve the item with a budget of $3,480,000. After further discussion, a vote was taken (4:0 all ayes) the motion carried by all present.

d. Consider and Act Upon Purchase of Additional Server for City Hall.
   i. A motion was made by Alderman David Emery, seconded by Alderman Richard Hughes to approve the item with option two and keep the old one in service with a total of $11,067.67. After further discussion, a vote was taken (4:0 all ayes) the motion carried by all present.

e. Consider and Act upon Scheduling of a Special City Council Meeting to Discuss the Creation of a Stormwater Utility Fund for the City of Lytle.
   i. A motion was made by Alderman David Emery, seconded by Alderman Richard Hughes to approve the item with a meeting date of January 18, 2024, at 6:30 p.m. After further discussion, a vote was taken (4:0 all ayes) the motion carried by all present.

f. Discussion and Update Regarding Status of Repairs on City’s Water Well #2.
   i. Interim Public Works Director Robert Hernandez talked to council regarding a phone call he received to start flushing the well starting Wednesday, Thursday another three hours and Friday they started a 24-hour flush. In the beginning it came out oily for about 10 minutes, after 24 hours, it was clean but when he took the sample and got away from the site you could still smell the oil inside the water. He ran the well again today and the oil came for about two minutes and cleared again but still had a strong odor of petroleum. He stated the next step would be to get with the engineer and run the camera down the well to see if there is a leak in the casing somewhere. Mr. Meadows stated what when staff met a couple of weeks before, a 24-hour flush was what they had suggested as the data sheet indicates there, they have completed that. They had mentioned that at that time that probably if the odor and the presence of the brown kind water came out at the beginning and stuff like that was still present, then cameron the well would be the next best step. Mayor Gonzalez stated to keep the cycle going and talk to the engineer.

g. Discussion and Update Regarding TXDOT Sidewalk Projects.
   i. City Administrator Meadows told council that previous City Administrator Matthew Dear met with TXDOT on December 13 and discussed the sidewalk project near the schools off of 2790, Cottage Street and Prairie Street and they are looking to start mid-January 2024. Mr. Meadows just wanted to update council with the project. He stated that we anticipate being mid-March around the 15th or 16th. The mayor and Mr. Meadows will be having some meetings to confirm some of that kind of detail. They will start with the shared use path along 2790 and then flip over to do the sidewalk on the other side of 2790, then move on to Cottage both sides then Prairie Street both sides. They will try to limit lane closures as much as possible and it has been communicated to the contractor. Mayor Gonzalez stated the school district has been involved and they are aware they are going to be one of the key folks there and they are aware of the timing that goes. Alderman David Emery stated that around school pick up time, the cars are out on 2790 waiting to turn in and so if there is construction there, PD will be out
there doing a lot of car control. Mr. Meadows reminded council that it is an 18-month contract, so it is a pretty long deal between all three phases.

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. Roberto Hernandez 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.

City Council entered into executive session at 7:36 p.m.

City Council reconvened at 8:58 p.m.

EXECUTIVE SESSION

a. Discussion and Update on Animal Control Director
   i. No action taken.

b. Discussion & Update on Proposals received for Mowing Services & Grounds Maintenance.
   i. No action taken.

c. Consider and Act Upon Request from Former Employee James McGrath Regarding Additional Vacation Leave Payout.
   i. No Action taken.

d. Discussion Regarding Security at City of Lytle Utility Facilities throughout the City.
   i. No action taken.

DISCUSSION AND POSSIBLE ACTION REGARDING MATTERS DISCUSSED IN EXECUTIVE SESSION

a. Consider and Act on the employment, evaluation, reassignment, duties, discipline or dismissal of public officer or employee, Animal Control Director.
   i. A motion was made by Alderman Richard Hughes, seconded by Alderman David Emery to authorize City Administrator Meadows to present options given by City Council to Animal Control Director Santiago Morantez and implement options selected immediately and report outcome to City Council at the January 22nd Regular Meeting. A vote was taken (4:0 all ayes) the motion carried by all present.

b. Consider and Act on Award of Agreement for Mowing Services & Grounds Maintenance.
   i. A motion was made by Alderman David Emery, seconded by Alderman Michael Rodriguez to authorize the City Administrator to take the appropriate actions towards the proposals for awarding the city mowing services and grounds maintenance contract as directed. A vote was taken (4:0 all ayes) the motion carried by all present.

c. Consider and Act Upon Request from Former Employee James McGrath Regarding Additional Vacation Leave Payout.
   i. A motion was made by Alderman Michael Rodriguez, seconded by Alderman David Emery to take no action on the item. A vote was taken (4:0 all ayes) the motion carried by all present.
ANNOUNCEMENTS FROM CITY COUNCIL AND CITY STAFF

1. Paola thanked LaNet, Mr. Meadows, Rosario, and everyone that helped while she was out on leave.
2. Thanked Public Works on the fire hydrant project, getting it installed by the church. Great job with the installation and the city did not have to go into a boil notice.
3. Thanked Public Works with the flushing of the wells.
4. Thanked Animal Care and Control staff for keeping up while they are short staffed and working hard on keeping the numbers down. Thanked LaNet, Betty Kroger and all the volunteers.
5. Thanked the Library and Cassandra for the operations that she is running there.
6. Appreciate all of City Hall employees for making sure that they keep operations going and working with Public Works with gas leaks and other unique situations with some of our residents with the gas and water issues.
7. Thanked Zack Meadows for the Agenda presentation and documentation and the packet, perfect layout, and organization.
8. Thanked PD for the presence everywhere during the Holidays.
9. Thanked the Citizenship Award Committee and the councilmember for leading it. The mayor got a lot of positive feedback from a lot of people around here on how it was conducted, and it was an involvement of our citizens making that selection.
10. Heads up on the weather, pass the word around that some nights will be at the low 20's. Please check on the elderly.
11. Rise Broadband is 99% complete and they are taking applications already.
12. Reminder District 5, District 4, and Mayor Elections, if you are running again, please pick up an application.
13. TXDOT pass the word 2790 under IH 35 they will be working on the barrier and guard rail during the early mornings.
15. School Basketball, Pirate Band Joshua Guerrera was selected First Chair for trumpet and will be going to State, we will be recognizing the Band in the next Council Meeting with a Proclamation that Paola is already helping me with, and the Band will be in the Flambeau Parade in Fiesta.
16. Birthdays Sergio January 3rd, city staff got him a card, Virginia on the 13th, and John on the 19th.

ADJOURNMENT

Alderman Michael Rodriguez made the motion, seconded by Alderman David Emery to adjourn the meeting at 9:15 p.m. A vote was taken (4:0 all ayes) the motion carried by all present.

ATTEST:

[Signatures and dates]

Ruben Guzman, Mayor
Date

Pauly L. Rice, City Secretary
Date