

# City of Poteet Special Meeting of the City Council

491 Avenue H, City Hall  
Monday February 13, 2023  
6:30 P.M.

## Agenda

**I. CALL TO ORDER**

Time: \_\_\_\_\_

- A. Determination of Quorum
- B. Pledge of Allegiance
- C. Invocation

**II. MAYORS REPORT (No Action can be taken)**

**III. CITIZEN COMMENTS (3 MINUTE LIMIT)**

Speakers need to complete the supplied form prior to this meeting. Any person who makes personal, disrespectful, or slanderous remarks, or who become boisterous while addressing the council or attending a council meeting shall be removed from the building if so, directed by the Mayor or Mayor Pro-Tem if the Mayor is absent or at the request of the majority of the council. Please be advised that comments will have no action and no discussion at this meeting. (Attorney General Opinion JC-0169). **(A speaker signed up may not cede time to another speaker to continue speaking Ordinance # 12012014-01.)**

**IV. CONSENT AGENDA**

*All items on the Consent Agenda are considered to be self-explanatory and will be enacted with one motion. There will be no separate discussion. Of these items unless a Councilmember or citizen so request. For a citizen to request removal of an item from the Consent Agenda, a speaker card must be filled out and submitted to the City Secretary's Office prior to the call to order.*

- A. Approve Minutes of the January 17, 2023 Regular Meeting

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Sanchez
			Councilmember Henry Dominguez
			Councilmember Rick T. Flores Sr.
			Councilmember Jeremy Fernandez
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

**V. NEW BUSINESS**

- A. Discussion and possible action on approving Resolution No. 02132023-01R calling an election to be held on May 6, 2023 for the purpose of electing Mayor, and Two Councilmembers; Place Four and Place Five, by the qualified voters of the City of Poteet, establishing pay rates for election workers, providing for early voting and for notice of elections; providing for other matters relating to the election and setting an effective date. **(Melissa Popham, City Administrator)**

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain	
			Councilmember Nicholas Sanchez
			Councilmember Henry Dominguez
			Councilmember Rick T. Flores Sr.
			Councilmember Jeremy Fernandez
			Mayor Pro Tem Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

B. Discussion and possible action on approving and signing an Installation Contract and associated guarantee agreement with Performance Services, Inc (PSI) in accordance with Texas Government Code 302 and PSI’s TIPS Contract #170103. *(Melissa Popham, City Administrator)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain
		Councilmember Nicholas Sanchez
		Councilmember Henry Dominguez
		Councilmember Rick T. Flores Sr.
		Councilmember Jeremy Fernandez
		Mayor Pro Tem Crystal Bautista
		Mayor Denise L. Sanchez (Present but not voting)

C. Discussion and possible action on approving Resolution No. 02132023-02R Authorizing and approving publication and posting of Notice of Intention to issue City of Poteet, Texas combination tax and limited pledge revenue certificates of obligation in a maximum aggregate principal amount not to exceed \$4,500,000 and providing an effective date. *(Melissa Popham, City Administrator)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain
		Councilmember Nicholas Sanchez
		Councilmember Henry Dominguez
		Councilmember Rick T. Flores Sr.
		Councilmember Jeremy Fernandez
		Mayor Pro Tem Crystal Bautista
		Mayor Denise L. Sanchez (Present but not voting)

D. Discussion and possible action on accepting the 2022 Racial Profiling Report *(Bruce Hickman, Chief of Police)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain
		Councilmember Nicholas Sanchez
		Councilmember Henry Dominguez
		Councilmember Rick T. Flores Sr.
		Councilmember Jeremy Fernandez
		Mayor Pro Tem Crystal Bautista
		Mayor Denise L. Sanchez (Present but not voting)

E. Discussion and possible action on amending Ordinance No.12052017-2, Permit fees for Poteet Strawberry Festival Vendors. *(Melissa Popham, City Administrator & Abigayle Frantschi.)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain
		Councilmember Nicholas Sanchez
		Councilmember Henry Dominguez
		Councilmember Rick T. Flores Sr.
		Councilmember Jeremy Fernandez
		Mayor Pro Tem Crystal Bautista
		Mayor Denise L. Sanchez (Present but not voting)

F. Discussion and possible action on appointing Abigayle Frautschi as Deputy City Secretary. *(Melissa Popham, City Administrator)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain
		Councilmember Nicholas Sanchez
		Councilmember Henry Dominguez
		Councilmember Rick T. Flores Sr.
		Councilmember Jeremy Fernandez
		Mayor Pro Tem Crystal Bautista
		Mayor Denise L. Sanchez (Present but not voting)

**VI. EXECUTIVE SESSION**

*The City Council of the City of Poteet will convene into Executive Session in accordance with the Texas Open Meetings Act, to discuss matters authorized by Texas Government Code, Section 551.071 (Consultations with Attorney), Section 551.087 (Economic Development), and Section 551.072 (Real Property).*

A. Special Legislation: Creation of Atascosa County Municipal Utility District No. 2.

*The City of Poteet City Council will reconvene into open session to consider and take appropriate action on the closed session items.*

A. Discussion and possible action on approving Resolution No. 02132023-03R, Supporting special legislation for the creation of Atascosa County Municipal Utility District No. 2. *(Melissa Popham, City Administrator)*

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain
		Councilmember Nicholas Sanchez
		Councilmember Henry Dominguez
		Councilmember Rick T. Flores Sr.
		Councilmember Jeremy Fernandez
		Mayor Pro Tem Crystal Bautista
		Mayor Denise L. Sanchez (Present but not voting)

**B. COUNCIL COMMENTS (No action can be taken).**

- A. Councilmember Nicholas Sanchez
- B. Councilmember Henry Dominguez
- C. Councilmember Rick T. Flores Sr.
- D. Councilmember Jeremy Fernandez
- E. Councilmember Crystal Bautista
- F. Mayor Denise L. Sanchez

**C. ADJOURNMENT**

Time: \_\_\_\_\_

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

For	Against	Abstain
		Councilmember Nicholas Sanchez
		Councilmember Henry Dominguez
		Councilmember Rick T. Flores Sr.
		Councilmember Jeremy Fernandez
		Mayor Pro Tem Crystal Bautista
		Mayor Denise L. Sanchez (Present but not voting)

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board at City Hall of the City of Poteet, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time; and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting.

  
Melissa Popham, City Administrator

Posted by City Administrator Melissa Popham, on this 13<sup>th</sup> day of January, 2023 at 1:00 P.M.

The Poteet City Council reserves the right to adjourn into Executive Session at any time to discuss any of the matters listed on the agenda, as authorized by Texas Government Code 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.0763 (deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

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Non-Discrimination Statement

“This institution is an equal Opportunity provider and employer.

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442, or email at [program\\_intake@usda.gov](mailto:program_intake@usda.gov).  
Revised January 2014

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Secretary at [\(830\) 742 - 3574](tel:8307423574). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II]