

City of Poteet
Regular Meeting of the City Council
491 Avenue H, City Hall
Tuesday March 21, 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. DEPARTMENT REPORTS

- A. Finance Department
- B. Library
- C. Municipal Court
- D. Police Department
- E. Public Works
- F. Volunteer Fire Department

V. CITY ADMINISTRATOR REPORT

- A. Working with TxDot to address School Dr.
- B. Addressing Department Findings
 - i. Utility Dept. – old/dead meters
 - ii. Finance Dept. – IRS Penalty Abatement for December 2019
- C. Aggie Tower Repairs

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.aser.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 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.”
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. 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]

- D. May 6, 2023, General Elections
- E. Hickman Benefit
- F. Retail Strategies - USDA
- G. Easter Event – March 25th
- H. Cinco De Mayo – May 5th (*Chamber of Commerce*)
- I. Employee of the Month
 - 1. February 2023
 - 2. March 2023

VI. 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 February 13, 2023 – Special Meeting
- B. Approve Minutes of the March 7, 2023- Public Hearing
- C. Approve Minutes of the March 7, 2023 – Special Meeting

Motion _____ 2nd _____

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)

VII. NEW BUSINESS

- A. Discussion and possible action on approving Ordinance 03212023-01 appointing a Municipal Court Associate Judge for the City of Poteet and authorizing City Administrator to negotiate an agreement for services as Municipal Court Judge. (*Melissa Popham, City Administrator*)

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Sanchez
			Councilmember Henry Dominguez

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			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 Resolution No 2023-03-01R authorizing the submission of a Grant Application for Portable Radios for the Poteet Police Department. *(Noe Rodriguez, Poteet Police Department)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Sanchez
			Councilmember Henry Dominquez
			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. 2023-03-02R authorizing the submission of a Grant Application for Body Worn Cameras for the Poteet Police Department. *(Noe Rodriguez, Poteet Police Department.)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Sanchez
			Councilmember Henry Dominquez
			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 citizens agenda item submission by Salvador Almanza "to clear up sewer backup at 905 School Dr." *(Salvador Almanza, Poteet Resident)*

Motion _____ 2nd _____

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For	Against	Abstain	
			Councilmember Nicholas Sanchez
			Councilmember Henry Dominquez
			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 approving a Proclamation recognizing April as Child Abuse Prevention Awareness Month in the City of Poteet. ***(Resident Wendy Knox)***

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Sanchez
			Councilmember Henry Dominquez
			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 "returning live streaming on Facebook." ***(Councilmember Nicholas Sanchez)***

Motion _____ 2nd _____

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

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G. Discussion and possible action on *“The Park Foundation will be terminating their agreement with the City of Poteet”*. (Councilmember Nicholas Sanchez)

Motion _____ 2nd _____

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

H. Discussion and possible action on *“turning the old pool park into a dog park for the time being”*. (Councilmember Nicholas Sanchez)

Motion _____ 2nd _____

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

VIII. EXECUTIVE SESSION

Time: _____

The City Council of the City of Poteet will convene into closed door session to discuss matters authorized by:

1. Closed Session pursuant to Texas Government Code Ann. Section 551.074 (Personnel Matters).

a.) Personnel Matters under § 551.074 to discuss the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator Melissa Popham.

The City Council of the City of Poteet will reconvene into open session to consider and take appropriate action on the closed session item(s)

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- A. Discussion and possible action on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the City Administrator Melissa Popham.

Motion _____ 2nd _____

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)

IX. 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

X. ADJOURNMENT

Time: _____

Motion _____ 2nd _____

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.

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Abigayle Frautschi Deputy City Secretary

Posted by Deputy City Secretary Abigayle Frautschi, on this 16th day of March 2023 at 4:10 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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