

City of Poteet
Regular Meeting of the City Council
491 Avenue H, City Hall
Tuesday May 16, 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 false remarks, or who become disorderly 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. STAFF REPORTS

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

V. CITY ADMINISTRATOR REPORT

- A. Cinco de Mayo event.
- B. 2nd Annual Summer under the Stars & BBQ Cook Off
- C. Employee of the Month

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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, 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]

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 April 18 2023 – Regular Meeting

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			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 a Fiscal Year 2023-2024 Budget Calendar. *(Abigayle Frautschi Deputy City Secretary)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			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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- B. Discussion and possible action on adding an additional signatory to the Wells Fargo Bank signatory cards. *(Rick T. Flores Sr., Councilmember Place 3)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			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 on update on new project for Splashpad and new Water meters. *(Melissa Popham, City Administrator)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			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 entering into an agreement with Municipal Energy Services for the purpose of assisting with the purchase of a new rescue tool system for the Poteet VFD. *(Rick T. Flores Sr., Councilmember Place 3)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			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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- E. Discussion and possible action on approving a quote from Countryfied Tech, for the purchase and installation of cameras at the Poteet Volunteer Fire Department. *(Rick T. Flores Sr., Councilmember Place 3)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			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 regarding citizen complaint procedures for the Poteet Police Department. *(Nicholas Vasquez, Councilmember Place 1)*

Motion _____ 2nd _____

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

VIII. EXECUTIVE SESSION

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 pertaining to the departments of Public Works, Public Library, Police Department, and City Administration.

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 Personnel matters pertaining to the departments of Public Works, Public Library, Police Department, and City Administration.

Motion _____ 2nd _____

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

IX. NEW BUSINESS (CONT)

- G. Discussion and possible action on approving Resolution # 05162023-01R Canvassing the official returns of the City of Poteet General Election, held on Saturday May 6, 2023, for the election of Mayor, and City Councilmember Place 4 and 5. (*Abigayle Frautschi, Deputy City Secretary*)

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			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. Issuance of Certificate of Election to newly elected officials. (*Abigayle Frautschi Deputy City Secretary*)
- I. New Councilmember(s) will now take their Oath of Office and get sworn in as newly elected officials.

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J. Discussion and possible action on appointing a new Mayor Pro Tem for a one-year term.

Motion _____ 2nd _____

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

K. Discussion on City of Poteet Internal Ethics and Compliance Policy/Code of Conduct.
(Itzel Martinez, City Attorney)

X. COUNCIL COMMENTS (No action can be taken).

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

XI. ADJOURNMENT

Time: _____

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Councilmember Rick T. Flores Sr.
			Councilmember Candace Perez
			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

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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.


Abigayle Frautschi Deputy City Secretary

Posted by Deputy City Secretary Abigayle Frautschi, on this 12th day of May 2023 at 11:45 AM.

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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