

City of Poteet
Regular Meeting of the City Council
Immediately following Public Hearing

491 Avenue H, City Hall

Tuesday June 20, 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. Backpacks for Burgers – July 29th
- B. 2nd Annual Summer under the Stars & BBQ Cook Off - August
- C. Christmas Lighting Event – November 30th

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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]

- D. Poteet Christmas Parade – December 1st
- E. Christmas Party – December 8th
- F. Canvassing Policy
- G. Police Department Policy – Complaint Policy
- H. PSI Update on Water Meters and Splash Park
- I. Employee of the Month – June

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 May 16 2023 – Regular Meeting

Motion _____ 2nd _____

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

VII. NEW BUSINESS

- A. Discussion and possible action on approving an Ordinance annexing the described territory to the City of Poteet, Atascosa County, Texas and extending boundary limits of said City so as to include said property within said City limit, and granting to all the inhabitants of said property all the rights and privileges of other citizens and binding ordinances, resolutions, and regulations of said city: adopting a service plan; and declaring an emergency. *(Robert Buentello, Public Works & Rakowitz Engineering)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez
			Mayor Pro Tem Rick T. Flores Sr.

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			Councilmember Candace Perez
			Councilmember Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

- B. Discussion and Possible Action on approving a plat submitted by "Estrada Farms" being a 2.69-acre tract of land located off of Pecan Street. (*Rakowitz Engineering*)

Motion _____ 2nd _____

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

- C. Discussion and possible action on variance request from Ordinance # 379 section 20E, setback requirements for building lines, submitted by "Estrada Farms" (*Rakowitz Engineering*)

Motion _____ 2nd _____

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

- D. Presentation from Specialized Public Finance Inc, Victor Quiroga, to give an update on the City of Poteet outstanding debt. (*Victor Quiroga, Specialized Public Finance Inc.*)

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominguez

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			Mayor Pro Tem Rick T. Flores Sr.
			Councilmember Candace Perez
			Councilmember Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

- E. Presentation from Performance Services, David Craig, to update Mayor and Council on Water Meter/Splash Park project. (*David Craig, Performance Services Inc.*)
- F. Discussion and possible action on approving an Ordinance appointing Abigayle Frautschi as City Secretary for the City of Poteet. (*Melissa Popham, City Administrator*)

Motion _____ 2nd _____

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

- G. Discussion and possible action on approving a quote to purchase two new commercial riding lawn mowers. (*Robert Buentello, Public Works*)

Motion _____ 2nd _____

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

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- H. Discussion and possible action amending Section 3.4 of the employment contract for the City Administrator, to increase monthly stipend vehicle allowance by \$500. *(Henry Dominguez, Councilmember Place 2)*

Motion _____ 2nd _____

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

- I. Discussion and action on approving a Resolution dedicating a section of Maxwell Park, the "City of Poteet Dog Park", and collaborating with Poteet Municipal Park Foundation in constructing a new dog park. *(Nick Vasquez, Councilmember Place 1)*

Motion _____ 2nd _____

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

- J. Discussion and possible action on adopting an Ordinance establishing a city volunteer program for all citizens and citizens with delinquent Poteet Municipal Court fines to assist in code compliance clean up. *(Officer Moore, Code Enforcement & Melissa Popham City Administrator)*

Motion _____ 2nd _____

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

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			Councilmember Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

- K. Discussion and possible action on adopting an Ordinance establishing a lawn maintenance program by contract to help assist with code compliance. *(Candace Perez, Councilmember Place 4)*

Motion _____ 2nd _____

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

- L. Discussion on reviewing and possible amendments to the City Council Relations Policy and Code of Ethics. *(Candace Perez, Councilmember Place 4)*

Motion _____ 2nd _____

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

- M. Discussion and possible action on reinstating the Facebook livestream for City Council meetings. *(Candace Perez, Councilmember Place 4)*

Motion _____ 2nd _____

For	Against	Abstain	
			Councilmember Nicholas Vasquez
			Councilmember Henry Dominquez
			Mayor Pro Tem Rick T. Flores Sr.
			Councilmember Candace Perez

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			Councilmember Crystal Bautista
			Mayor Denise L. Sanchez (Present but not voting)

N. Discussion and possible action on asking the city to assist in the purchase of new Rescue Tool System for the Poteet Volunteer Fire Department, requesting to reimburse the Poteet Volunteer Fire Department 4 payments annually. *(Rick T. Flores Sr., Mayor Pro Tem)*

Motion _____ 2nd _____

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

VIII.

COUNCIL COMMENTS (No action can be taken).

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

IX. ADJOURNMENT

Time: _____

Motion _____ 2nd _____

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

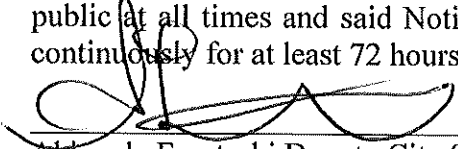
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I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board at City Hall of the City of Poteet, Texas, a place convenient and readily accessible to the general public at all times and said Notice was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


Abigail Frautschi Deputy City Secretary

Posted by Deputy City Secretary Abigail Frautschi, on this 15th day of June 2023 at 4:55 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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