Minutes of Regular Meeting held January 12, 2009

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ward Sanders, Rudy Hernandez, Sam Cortez; City Secretary Josie Campa; Director of Public Works James McGrath; City Attorney Tom Cate; Police Chief Richard Priest. Alderman Dahler was absent.


APPROVE MINUTES/APPROVE PAYMENT OF BILLS
Alderman Stone made the motion that Council approve the minutes of the workshop held November 6th, the regular meeting held November 10th and the special meeting held January 6th and payment of the bills, as presented. Seconded by Alderman Sanders. Passed unanimously.

HEAR FROM CITIZENS
Mayor Bowen welcomed everyone to the meeting and said Council wants citizens to get involved with city politics and projects.

PRESENTATION OF PLAQUES TO WINNERS OF RESIDENTIAL CHRISTMAS DECORATING CONTEST
Mayor Bowen announced the winners of the Christmas Decorating contest for residences. They were as follows:

1st place - Valdemar Martinez
2nd place - Misty Stricker
3rd place - Robert Payne

The Mayor said each of the winners would receive a plaque and a check for $100.00, $50.00 and $25.00, respectively.

CONSIDER REQUEST FROM SOUTHWEST I.S.D. FOR JOINT ELECTION TO BE HELD MAY 9, 2009
William Atkins, Assistant Superintendent for Southwest I.S.D. thanked Council for allowing their school to hold their election at the City Hall last year, and asked if their election could be held at the City Hall again this year. Alderman Stone made the motion that Council approve this request. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER REQUEST FROM TONY RENDON FOR VARIANCE ON CURBS AND SIDEWALKS AT LAKE SHORE ESTATES-UNIT 2
Tony Rendon asked Council if he could do away with curbs and sidewalks for Unit #2 of Lake Shore Estates, to conform with Unit #1. Mr. Rendon told Council he wants to do the same thing with Unit #2. Mr. Rendon said not having to put in the curbs and sidewalks would enable him to keep the cost of the lots down. After more discussion, Alderman Cortez made the motion that Council grant Mr. Rendon’s request for variance on curbs and sidewalks. Seconded by Alderman Stone. Discussion. VOTE: FOR motion Aldermen Cortez, Stone and Sanders. AGAINST motion Alderman Hernandez. Motion carried.

CONSIDER CALLING FOR ELECTION
City Secretary Josie Campa told Council that this year’s election date is May 9th and the terms of Aldermen for Districts 1,2 and 3 are up in May. Alderman Cortez made the motion that Council order an election for May 9th to elect Aldermen for Districts 1,2 and 3. Seconded by Alderman Hernandez. Passed unanimously.

CONSIDER APPOINTMENT OF HEALTH AUTHORITY FOR CITY OF LYTLE AND APPROVAL OF INTERLOCAL AGREEMENT WITH BEXAR COUNTY FOR THIS PURPOSE
After discussion, Alderman Hernandez made the motion that Council enter into an interlocal agreement with Bexar County for the purpose of using their Health Authority Dr. Fernando Guerra. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER REQUEST FROM RAPID COMMUNICATIONS FOR CITY TO ADOPT RESOLUTION APPROVING THE TRANSFER OF THE CABLE FRANCHISE
City Attorney Tom Cate recommended to Council that they not pass the resolution requested by Rapid Communications. Alderman Hernandez made the motion to deny Rapid Communications request for adopting a resolution approving the transfer of the cable franchise. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER PROPOSALS FOR ENGINEERING SERVICES FOR:
10A. CODE OF ORDINANCES REVIEW AND UPDATE
After discussion, Alderman Hernandez made the motion that Council take no action on this item at this time. Seconded by Alderman Stone. Passed unanimously.

10B. STORM WATER REVIEW-MOTEL DEVELOPMENT
After discussion, Alderman Hernandez made the motion that Council deny this request until the developer comes to the Council and explains plans and location for this new project. Seconded by Alderman Stones. Passed unanimously.

CONSIDER PROPOSAL RECEIVED FOR JOHN LOTT MUNICIPAL PARK MAINTENANCE
City Secretary Josie Campa told Council that only one proposal had been received for park maintenance. Alderman Hernandez made the motion that Council accept the proposal from Daniel Gallegos for $650.00 per month for maintenance of the park grounds. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER INCREASING GARBAGE RATES DUE TO PRICE INCREASE BY WASTE MANAGEMENT AND BRUSH PICK-UP SERVICES
City Secretary Josie Campa told Council that a day after the November Council meeting, the City had received a letter from Waste Management saying their rates would be increased $.57 cents per month per household, and anywhere from $2.26 to $11.43 for dumpster depending on size and number of times picked up per week. She reminded Council of the increase approved at the November meeting for brush pick-up, and said she and the Mayor had not publicized that increase because of the rate increase. Mayor Bowen told Council he would like to have a committee to look into the problems the city is having with brush pick-up and Waste Management. After discussion, Alderman Hernandez made the motion that Council pass through the price increase from Waste Management and use the $.50 cents increase from the last meeting as part of the pass through amount, and have committee look into the problems with Waste Management and brush pick-up. Seconded by Alderman Stone. Passed unanimously.
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CONSIDER WIRELESS INTERNET SERVICE FOR LIBRARY
City Secretary Josie Campa told Council about the $35,000.00 donation to the library. She said the only request from the donor was that the library get wireless internet service. The City Secretary told Council she had gotten a price from the city IT guy and that wireless internet service could be provided for less than $300.00. The City Secretary told Council plans for the donation were to get wireless internet for four to six new computers for the library and place the balance of this donation in a CD. The computers to be purchased were budgeted. After discussion, Alderman Stone made the motion that Council approve wireless internet service for the library as quoted by the City Secretary. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER PROPOSALS FOR CODIFICATION OF CITY ORDINANCES
City Secretary Josie Campa told Council that Municode had reduced the price of their proposal another $1,000.00 and that the City could probably get the ordinances codified for about $12,000.00. After discussion, Alderman Sanders made the motion that Council approve the proposal from Municode for codifying the city's ordinances provided it does not exceed $12,000.00. Seconded by Alderman Stone. Passed unanimously.

CONSIDER APPOINTMENT TO LYTLE PUBLIC LIBRARY ADVISORY BOARD
City Secretary Josie Campa told Council that the Library Advisory Board is recommending that Nancy Burns be appointed to the vacant position on the board. Alderman Stone made the motion that Council appoint Nancy Burns to the Library Advisory Board. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER APPOINTMENT OF LIAISON FOR LIBRARY DUE TO NEW SETUP
Alderman Hernandez made the motion that Council appoint Alderman Jerry Stone as liaison to the Library. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER SALARIES FOR LIBRARY PERSONNEL
City Secretary Josie Campa told Council that since the Library is now a department of the city, Council needs to consider salary increases for library personnel. She told Council that the Library Board always gave increases at the first of the calendar year instead of the fiscal year. The City Secretary told Council what the librarian and two other employees earn per hour and recommended they be given a 5% increase and perhaps round up to $7.00 per hour for the two employees. After discussion, Alderman Stone made the motion that the librarian be given a 5% increase and the other two employees be raised to $7.00 per hour. Seconded by Alderman Hernandez. Passed unanimously.

CONSIDER ADOPTION OF ANTI-FRAUD POLICY
After a short discussion, Alderman Hernandez made the motion that Council take no action on this item and have it on the next regular meeting agenda. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER ADOPTION OF CURRENT FIRE CODE AND OTHER CITY CODES
City Attorney Tom Cate told Council he will be looking into this item. Alderman Stone made the motion that no action be taken on this item until the City Attorney can review it. Seconded by Alderman Hernandez. Passed unanimously.

CONSIDER REQUEST FROM CITY ATTORNEY FOR INCLUSION IN GROUP INSURANCE PLAN
City Attorney Tom Cate requested Council's permission to look into being included in the city's group insurance. Alderman Hernandez made the motion that Council grant the City Attorney's request. Seconded by Alderman Stone. Passed unanimously.

CONSIDER APPOINTING COMMITTEE TO OVERSEE FUTURE CHRISTMAS DECORATIONS IN CITY
Alderman Hernandez told Council that the Christmas decorations in the city this past holiday was not what he had envisioned. Alderman Hernandez told Council that maybe a committee needs to be formed to oversee the decoration for the next holiday season. He said if a committee is appointed soon then they could be working on ideas and fund raisers for next Christmas. Alderman Stone made the motion that Council put together a committee for overseeing decorations for next Christmas. After asking for volunteers. Seconded by Alderman Hernandez. Discussion. Motion passed unanimously.
CONSIDER RENEWAL OF DELINQUENT TAX COLLECTION CONTRACT
Alderman Stone made the motion that Council renew the delinquent tax collections contract with Tom Cate. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AWARDING OF ANNUAL D.J. MCGRATH, D.V.M. CITIZENSHIP AWARD
City Secretary Josie Campa nominated Ann Van Winkle for the 2008 Daniel J. McGrath, D.V.M Citizenship Award for her outstanding work overseeing the addition to the library. Alderman Hernandez made the motion that Ann Van Winkle be given the annual Citizenship Award for 2008. Alderman Jerry Stone nominated City Secretary Josie Campa for the Citizenship Award for all the work she did for Gabe Day. After discussion, Mayor Bowen recommended co-recipients of the citizenship award. Alderman Hernandez modified his motion to read that Council present the 2008 Citizenship Award to Ann Van Winkle and Josie Campa. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER UPDATE ON ANIMAL SHELTER AND AUTHORIZING MAYOR TO ACT AS CONTRACTOR FOR PROJECT TO EXPEDITE MATTERS
Alderman Sanders told Council about plans received from Hounds Quarters and said they did not include structure and elevation, but can get this from a structural engineer. Mr. Sanders told about cages being built by Ag class. Mayor Bowen told Council that several local people are interested in putting up the building. After a lengthy discussion, Alderman Hernandez made the motion that Council authorize Mayor Bowen to serve as the contractor to expedite matters concerning the Animal Shelter. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER WEBSITE FOR CITY
City Secretary Josie Campa presented Council with an information package on Civic Plus and said the Website would cost $9,900.00 to build and monthly maintenance fee of $250.00 can be paid for updates, training and hosting services. Council discussed the cost, and Alderman Hernandez asked whether advertising could be an option. City Attorney said a disclaimer could be included if advertisements are allowed. After more discussion, Alderman Hernandez made the motion that Council accept the proposal from Civic Plus for building the city’s website and check to see if advertising can be allowed. Seconded by Alderman Cortez. Passed unanimously.

DIRECTOR OF PUBLIC WORKS’ REPORT
Director of Public Works James McGrath reported to the Council on the following items:

1-297 work orders completed in past couple of months;
2-3 water main breaks were fixed;
3-8 small water leaks were fixed;
4-5 sewer stoppages were unclogged;
5-3 gas commercial meters were replaced;
6-crew worked at putting up and taking down Christmas lights on City properties;
7-crew worked hayride;
8-crew is removing compression fitting on some gas meters as per Railroad Commission requirements;
9-TxDot working on drainage by HEB and car wash; and
10-thanked Council for holidays.

City Secretary Josie Campa asked the Director to tell Council about plans for the installation of the valve on N. Prairie Street. The Director told Council he had gotten two bids—one for $3,000.00 and one for $1,500.00. He said most of the work will be done by the crew and that the water will be shut off for about three hours at night for the contractor to install the valve. He said the contractor is working out of town right now and will do it once he gets done with his current project.

POLICE CHIEF’S REPORT
Police Chief Richard Priest reviewed his written report with Council.

The Chief told Council that he has 12 to 15 applications for the Civilian Auxiliary that he is doing background checks on.
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CITY SECRETARY’S REPORT
City Secretary Josie Campa reviewed her written report with Council and also thanked Council for the Christmas and New Year’s holidays on behalf of her staff.

MAYOR’S REPORT
Mayor Bowen complimented Council for their help and support on projects.

Meeting adjourned at 9:13 p.m.

Mark Bowen
Mayor

Josie Campa
City Secretary