Minutes of Regular Meeting held November 8, 2010

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ruble Farmer, Ward Sanders, Kevin Keith, Sam Cortez; City Secretary Josie Campa; Police Sgt. Frank Reyes; Director of Public Works James McGrath; City Attorney Tom Cate; Police Cpl. Daniel Gamez; Library Director Cassandra Cortez.

Visitors: Rudy and Philip Ruiz, Lucas Garza, Bartholomew Sykes, Mark Johnson, Jason Link, Sam Parks, Ernie Kroeger, Jim Becker, Anna and Bill Dixon, Mrs. Sykes, Ariel Barkhurst, Beau Perry.

Mayor Bowen opened the meeting at 6:36 p.m.

CONSIDER APPROVING MINUTES AND CONSIDER APPROVING PAYMENT OF BILLS

City Secretary Josie Campa told Council that she had received another bill from Troy Martin that afternoon. This bill was for building inspections and totals $840.00. The City Secretary told Council that the Chamber of Commerce was not in time to get on the agenda to ask for money for the new visitor’s guide. She said she had placed their request for $1,000.00 on the bills list to try and expedite matters. Alderman Keith made the motion that Council approve the minutes of the public hearing and regular meeting held October 11th and the special meeting and workshop held October 25th, and payment of the bills, as presented. Seconded by Alderman Sanders. Passed unanimously.

HEAR FROM CITIZENS

Mayor Bowen told Council that Wanda Yoast donated a painting for the Lytle Community Center in fond memory of Edith and Otis Wanjura and her late husband Tom Yoast.

CONSIDER REQUEST FROM BURY & PARTNERS TO PROCEED WITH EARTHWORK PRIOR TO PLATTING AND PERMITTING

Mark Johnson and Jason Link of Bury & Partners gave an update on the project for HEB. Mr. Johnson told Council a contractor has been selected and the earliest breaking of ground should be about the middle of December. Mr. Johnson told Council that plats and plans will be provided. Mr. Johnson requested permission to do earthwork early, if necessary. Mr. Johnson told Council of some of the plans for the new HEB and answered questions from Council members. After discussion, Alderman Cortez made the motion that Council approve Mr. Johnson’s request. Seconded by Alderman Farmer. Passed unanimously.
DISCUSSION AND/OR ACTION ON A RESOLUTION AUTHORIZING THE CITY TO AWARD CONTRACTS FOR PROFESSIONAL PROJECT MANAGEMENT SERVICES AND PROJECT ENGINEERING SERVICES FOR PROJECTS FUNDED UNDER THE 2011/2012 (PY) TEXAS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (TxCDBG)

City Secretary Josie Campa told Council she and Mayor Bowen had looked at the proposals received from engineering firms and management companies and had rated all the companies. After discussion, Alderman Sanders made the motion that TRC and Community Development Management be selected as the engineering and management firms, respectively and the resolution be adopted. Seconded by Alderman Stone. Passed unanimously.

CONSIDER IMPACT FEES

Beau Perry of TRC and Rudy and Philip Ruiz of Community Development Management explained impact fees to members of the Council. Each of these men gave Council examples of why these fees are needed. Beau Perry told Council members that Lytle’s fees are in line with other cities. Philip and Rudy Ruiz cautioned Council to be careful when dealing with developers.

Council agreed to table this item.

CONSIDER BIDS RECEIVED FOR MAINTENANCE OF CITY PROPERTIES

Council reviewed the bids received for maintenance of city properties. After discussion, Alderman Sanders made the motion that Council award all of the bids, except for Galicia Park to Mesquite Lawn Care and Juan Escareno be awarded the bid for Galicia Park. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER COMMUNITY CENTER POLICIES, RULES AND REGULATIONS

Alderman Sanders told Council that in order to make it easier for the City Secretary to not have to ask Council every time, he feels Council should have a committee to review the center policies. City Secretary Josie Campa told Council about the letter sent by the Fitzsimmons family. Council discussed the request from the Scarlet Eagles and that permission was granted for using the rooms at the center, not the auditorium. After discussion, Alderman Sanders made the motion that Council appoint a committee to review the current center policies. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER ADOPTION OF ORDINANCE FOR REZONING OF DAHLER PROPERTY

Alderman Cortez made the motion that Council adopt Ordinance No. 345 amending the zoning ordinances. Seconded by Alderman Keith. Passed unanimously.
CONSIDER APPOINTMENT OF MEMBER TO ZONING COMMISSION

CONSIDER OFFER FROM BOB ROBERTS TO SELL WATER RIGHTS TO CITY
City Attorney Tom Cate told Council that he feels Council needs to get members of the Council to work on researching this request. Alderman Farmer made the motion that Council authorize Mayor Bowen and Alderman Jerry Stone to work on this item. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER ADVERTISING FOR LIBRARY PERSONNEL
City Secretary Josie Campa told Council that another library clerk had resigned. Alderman Stone made the motion that Council allow the City Secretary to advertise for library workers. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER HIRING EMPLOYEE FOR PUBLIC WORKS DEPARTMENT
Director of Public Works James McGrath told Council he had received twelve applications. He then recommended that Council hire David Dwayne Lopez to fill the vacant position in the Public Works’ department. Alderman Cortez made the motion that Council approve Mr. McGrath’s recommendation and hire David Lopez for the Public Works starting at $8.00 an hour after he successfully completes his physical and background check. Seconded by Alderman Stone. Passed unanimously.

CONSIDER PURCHASING VEHICLES FOR PUBLIC WORKS DEPARTMENT
Director of Public Works James McGrath gave Council the information obtained for the trucks for the Public Works department. Mr. McGrath told Council that utility beds are needed for these trucks and therefore the cost is higher. Mayor Bowen told Council that the city has alot of stuff at the shop and sewer plant that can be taken to salvage and the money it brings can be used to apply to these trucks along with the $40,000.00 already budgeted. Alderman Stone made the motion that Council approve the purchase of two trucks with commercial beds for the Public Works department as per HGAC proposal. Seconded by Alderman Keith. Passed unanimously.

CONSIDER AUDITING LYTLE POLICE DEPARTMENT’S ASSET FORFEITURE ACCOUNT
Police Sergeant Frank Reyes asked Council to conduct audit of the department’s asset forfeiture account. After review, Alderman Stone made the motion that Council approve this audit. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER REVIEW OF COST FACTORS OF TEMPORARY CROSSING AT SEWER PLANT
Mayor Bowen told Council he asked for this item to be placed on agenda. However, the engineer has not sent specs for this project. The Mayor told Council that Council can wait to take action when the city gets the package from the engineer.

CONSIDER TIERING OF WATER RATES DURING CRITICAL PERIODS
Alderman Keith told Council he had asked that Council look at this the last time the city overpumped from the aquifer. City Secretary Josie Campa told Council that she had talked to the Edwards Aquifer people and that tiered water rates are used by other cities, but increased tiers during critical stages have not been implemented by any cities, to date. After more discussion, no action was taken on this item.

CONSIDER APPROVAL OF EVALUATION FORM FOR CITY’S DEPARTMENT HEADS
After discussion, Council agreed to have the City Attorney review the evaluation forms for department heads and have this item on the next agenda.

CONSIDER OVERALL COMPENSATION FOR CITY EMPLOYEES
Alderman Stone made the motion that Council approve overall compensation for employees, as budgeted. Seconded by Alderman Farmer. Alderman Sanders said he would like to discuss this in the future. Motion was passed unanimously.

CONSIDER CANCELLING DECEMBER REGULAR MEETING DUE TO HOLIDAYS AND ALLOWING BILLS TO BE PAID IN DECEMBER
Council agreed to have the December 13th meeting and planning session.

LIBRARY DIRECTOR'S REPORT
Library Director Cassandra Cortez reviewed her written report with Council.

PUBLIC WORKS DIRECTOR'S REPORT
Public Works Director James McGrath reported the following to Council:
1 - 145 work orders were completed;
2 - 1 new water meter was installed;
3 - 2 water main leaks were fixed;
4 - 4 customer line leaks repaired;
5 - 3 sewer stoppages were unclogged;
6 - 1 angle stop replaced;
7 - water meter on fire hydrant at new Best Western installed as per Council’s authorization;
8 - 1 water meter removed;
9 - weekly samples taken;
10 - CPS removed 1 gas meter; and
11 - crew is trimming trees and patching pot holes and has started putting up Christmas decorations.
POLICE CHIEF’S REPORT
Police Sergeant Frank Reyes presented the Chief’s written report to Council and reviewed it with them.

CITY SECRETARY’S REPORT
City Secretary Josie Campa reviewed her written report with Council.

MAYOR’S REPORT
Mayor Bowen told Council that this year’s hayride will be held on November 27th.

Mayor Bowen told Council that this year the city is getting groups involved with the Christmas decorations.

The Mayor told Council that the planning they are doing will help maintain that life in Lytle remains at the same level.

Meeting adjourned at 9:06 p.m.