Minutes of Regular Meeting held July 11, 2011

Regular meeting with the following present: Mayor Pro-tem Jerry Stone; Aldermen Ruble Farmer, Ward Sanders, Sam Cortez and Kevin Keith; City Secretary Josie Campa; Director of Public Works James McGrath; Police Chief Richard Priest; City Attorney Tom Cate; Library Director Cassandra Cortez. Mayor Bowen was absent.

Visitors: Kevin Osborne, Paul Jette, Linda Mask, Lori Ralph, Roy Garza, Ronald Garza, Patricia Garza, Ofelia Ivarra, George Harris, Mr. and Mrs. Royce Todd, Luz Padro, Jim Becker, Debbie Trautner, Tom Trautner, Betty Kroeger, Ernie Kroeger, Chuck Bayne, Kara Vaughn, Niraj Desai, Hasu Bhakta, Charles Jeffers, Richard Crain, Rudy Ruiz, Mrs. William Dee, Jose Garcia, Diana Rios, Robert Wilson, Veronica Skilling, Bartholomew Sykes, Sam Parks.

APPROVE MINUTES AND APPROVE PAYMENT OF BILLS

Alderman Sanders made the motion that Council approve the minutes of the May 13th regular meeting and May 20th special meeting and payment of bills, as presented. Seconded by Alderman Keith. Passed unanimously.

HEAR FROM CITIZENS

Royce Todd told Council about a fire hydrant that has been leaking for a while by his house on Richard Drive. Work orders will be written for fixing this hydrant and another one by the center that Mrs. Dee told Council is not working.

Roy Garza asked Council about downtown revitalization. He was told this is being talked about in city's 5 year plan. Alderman Keith told Mr. Garza that Council will need public support for this to happen.

DISCUSS, CONSIDER AND TAKE ACTION TO AWARD BID ON THE 2010 TCF INFRASTRUCTURE IMPROVEMENTS PROJECT IN SUPPORT OF LYTLE LODGING, LLC SUBJECT TO CONTRACTOR ELIGIBILITY CLEARANCE THROUGH TDA/TDRA

Kevin Osborne from TRC told Council about the bids received on the Best Western gas line project and gave them a letter from Craig Bell recommending Fuquay's bid be approved. Rudy Ruiz told Council that the motion to accept the bid should include that approval is contingent upon the State's written confirmation on Fuquay. After discussion, Alderman Cortez made the motion that Council accept the bid from Fuquay, Inc. contingent upon the State's written confirm of this company's bid. Seconded by Alderman Keith. Passed unanimously.

CONSIDER RECOMMENDATIONS FROM ZONING COMMISSION

Alderman Farmer made the motion that the recommendations from the Zoning Commission to allow properties #3,#4 and #5 to remain R-1 as requested by owners. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER RECOMMENDATIONS FROM ZONING COMMISSION (CONT.)

Alderman Cortez made the motion that Council approve the recommendations from the Zoning Commission on properties #1 and #2 being rezoned to B-2 be approved. Seconded by Alderman Sanders. Passed unanimously.

Alderman Sanders made the motion that properties #6 and #7 be rezoned to B-2 as recommended by the Zoning Commission. Seconded by Alderman Farmer. Passed unanimously.

Alderman Keith made the motion that Council not accept the recommendation from the Zoning Commission to rezone property #8 and this be sent back to the Commission for further review. Seconded by Alderman Sanders. Passed unanimously.

Alderman Cortez made the motion that the recommendations to rezone properties #9 and #10 to B-2 be accepted. Seconded by Alderman Farmer. Passed unanimously.

Alderman Sanders made the motion that the recommendations to rezone properties #11 and #12 to B-2 not be accepted and they be sent back to the Commission for review on the requested added acreage. Seconded by Alderman Keith. Passed unanimously.

Alderman Cortez made the motion that Council approve the recommendations from the Zoning Commission to rezone properties #13, #14 and #15 be B-2 be accepted by Alderman Keith. Passed unanimously.

Alderman Keith made the motion that Council have property #16 revisited by the Zoning Commission. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER LEASING OR BUYING WATER-TOM TRAUTNER

Tom Trautner addressed the Council concerning leasing water to not exceed Edwards Aquifer pumping limits and avoid fines. Mr. Trautner offered to lease the city water if city gets in a bind due to the drought. Mr. Trautner told Council the cost would be \$400.00 an acre foot for the first 25 acre feet; \$300.00 an acre foot for the next 25 acre feet and \$250.00 an acre foot for over 50 acre feet. Mr. Trautner said if the city doesn't need the water then they would not have to pay for leasing and if the city does need the water he needs to know by October 15th. City Attorney Tom Cate recommended a committee work with Mr. Trautner concerning this matter. After discussion, Alderman Keith made the motion that Council accept this proposal contingent upon the committee's decision. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER ASSET MANAGEMENT PROGRAM FOR FULL SERVICE MAINTENANCE PROGRAM FOR WATER TANKS BY UTILITY SERVICE COMPANY-PAUL JETTE

Paul Jette gave a powerpoint presentation to Council on full service maintenance program for the city's water tanks. Mr. Jette told Council about his company and what this maintenance program includes and prices. Mayor Pro-tem Jerry Stone told Mr. Jette that the city just had its water storage tanks checked and that TCEQ had just done an annual inspection. The Mayor Pro-tem also told Mr. Jette that Council will take his presentation into consideration and check with the city engineer on this type of program.

CONSIDER EXTENDING TIME FOR USE OF WANJURA ROOMS AT COMMUNITY CENTER FOR SCARLET EAGLES AND PRESENTATION-BARTHOLOMEW SYKES

Bartholomew Sykes told Council that he had a presentation to show Council, however, his monitor had broken and he was unable to show Council what the kids are doing and what they want to take the kids to. Mr. Sykes requested the use of the rooms at the center to continue their program. Alderman Sanders made the motion that Council allow the Scarlet Eagles to use the center rooms another six (6) months. Seconded by Alderman Cortez. Passed unanimously.

Council took a short break at 8:20 p.m. and reconvened at 8:32 p.m.

CONSIDER ADOPTION OF CITY'S NEW CODE OF ORDINANCES

After discussion, Alderman Sanders made the motion that Council adopt the ordinance adopting the new code. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER DISPOSITION OF UNUSED BOOKS FROM LYTLE PUBLIC LIBRARY

Council discussed the disposition of unused books at the library. Council discussed whether to have books at auction or let books be sold at library or give books to another library. After discussion, Alderman Keith made the motion that Council let the Library Director use her discretion to dispose of any unused books. Seconded by Alderman Farmer. Passed unanimously.

UPDATE ON PLANS AND GOALS

Council agreed to discuss plans and goals at the workshop on July 18th.

CONSIDER PROPOSED AMENDMENTS TO 2010-2011 BUDGET

City Secretary Josie Campa gave Council a list of proposed budget amendments to the 2010-2011 budget. They were as follows:

GENERAL FUND

Revenues

1.	Discounts	-	-\$ 1,000.00
2.	Delinquent Taxes	-	+\$7,500.00
3.	Penalty & Interest	-	+\$3,000.00
4.	Attorney's Costs	-	+\$1,500.00

GENERAL FUND Revenues (CONT.)		
5. Motel Tax		+\$ 9,000.00
6. Sales Tax	-	+\$10,000.00
7. Building Permits	-	+\$ 1,500.00
8. Garbage Fees	-	+\$ 4,000.00
9. Fines	*	- \$60,000.00
10. Fines Thru Omni	-	+\$95,000.00
11. Interest Earned	-	- \$ 500.00
12. Interest On CD	-	- \$10,000.00
13. Transfer From Court Tech		+\$29,500.00
14. Transfer From Court Secur	rity Fd	- \$ 4,500.00
Expenditures		
General Administration		
1. Salaries & Wages	=	-\$ 6,000.00
2. Attorney's Costs	-	+\$ 1,500.00
3. Building Inspections	-	+\$ 6,000.00
4. Telephone		+\$ 1,000.00
5. Seminars & Travel	-	+\$ 2,000.00
6. Election Expense	-	- \$ 4,900.00
Public Safety Dept.		
1. Court Supplies	; - .	- \$ 500.00
2. Ticket Writer	-	+\$29,530.20
3. Court Training	_	+\$ 1,000.00
4. Emergency Management	-	+\$ 1,000.00
5. Court Fees	-	+\$30,000.00
6. Misc. Expense	-	- \$ 1,000.00
Public Works Dept.		
1. Workers' Comp.	-	- \$ 1,000.00
2. Professional Fees	_	+\$35,000.00
3. Engineering Fees	_	+\$20,000.00
4. Garbage Collection	-	+\$10,000.00
_	<u>-</u>	+\$ 1,800.00
1	-	
6. Street Signs	- :	- \$ 1,000.00
7. Capital Improvements-Dra	_	- \$40,000.00
8. Capital Improvements-City		- \$ 5,900.00
9. Capital Improvements-Ker		+\$10,000.00
10. Repairs & Maintenance-Pa		- \$ 3,000.00
11. Repairs & Maintenance-St	. Dept. Eqpt	- \$ 4,000.00
12. Pest Control	-	- \$ 2,000.00 +\$ 6,000.00
13. Kennel Expense		

Culture & Recreation Dept.			
1.	Reserve For Museum	-	- \$10,000.00
2.	Sports Complex Plan	-	+\$20,610.00
3.	Annex Maintenance		- \$ 1,500.00
4.	Museum Expense	-	- \$ 1,500.00
5.	Center Expense	-	- \$ 1,000.00
WA	TER FUND		
	venues		
1.	Service Fees	-	+\$30,000.00
2.	Tapping Fees	_	+\$ 3,000.00
3.		-	- \$ 4,000.00
Evr	<u>oenditures</u>		
4.	Salaries	· -	- \$ 5,000.00
	Overtime Pay	_	+\$ 5,000.00
6.	Engineer	-	+\$17,000.00
7.	Lab Fees	-	+\$ 500.00
GA	S FUND		
	enues		
1.	Services Fees	-	-\$ 34,000.00
2.	Interest On CD	-	-\$ 2,000.00
	Transfer From Gas	-	+\$ 61,500.00
Exr	oenditure <u>s</u>		
4.	Salaries	-	-\$ 5,000.00
5.	Overtime Pay	-	+\$ 5,000.00
6.	Professional Fees	-	+\$36,500.00
7.	Engineer's Fees	-	+\$34,000.00
8.	Outage Costs	-	+\$ 5,500.00
9.	Vehicle Maintenance	=	- \$ 500.00
10.	Gasoline & Oil	-	+\$ 500.00
	Gas For System		- \$48,000.00
SEWER FUND			
Revenues			
1.	Sewer Fees	-	- \$ 8,000.00
2.	Tapping Fees	-	+\$ 1,000.00
Expenditures			
3.	Bond Principal	-	+\$25,000.00
4.	Bond Interest	-	- \$25,537.50
5.	Capital Improvements	-	- \$ 7,000.00

LIBRARY FUND

Revenues

1.	Grant Funds	-	+\$ 4,367.69
2.	Donations	_	+\$ 6,000.00

Expenditures

-			
3.	Overall Comp	=	- \$ 200.00
4.	Books	-	+\$ 5,000.00
5.	Library Remodeling	-	+\$ 7,000.00
6.	Technology Expenses	-	- \$ 1,000.00
7.	Seminars & Travel	-	+\$ 250.00
8.	Misc. Expense	-	- \$ 250.00

After review Alderman Keith made the motion to approve the budget amendments as presented. Seconded by Alderman Farmer. Passed unanimously.

LIBRARY'S DIRECTOR'S REPORT

Library Director Cassandra Cortez reviewed her written report with Council.

PUBLIC WORKS DIRECTOR'S REPORT

Director of Public Works James McGrath reported the following:

- 1. 210 work orders completed last month;
- 2. 3 new water meters were installed;
- 3. 1 water meter was checked;
- 4. 6 service line water leaks were fixed;
- 5. 1 angle stop repaired;
- 6. 2 main breaks were fixed during 4th of July weekend -one at NAPA & one at H.E.B.;
- 7. sewer plant motor was rebuilt and is working again;
- 8. Edwards Aquifer Authority had someone take readings and water samples;
- 9. working on getting stuff ready for auction; and
- 10. gas leak was reported today at Luckey Road and then later in Lytle by Cabinet Shop and other businesses, CPS checked this out and never found anything.

POLICE CHIEF'S REPORT

Police Chief Richard Priest told Council he has a gallstone and then reviewed his written report with Council.

The Volunteer Coordinator for the Animal Shelter invited Council to the Paws of Summer and offered them a free hamburger.

Mrs. Kroeger told Council that Windcrest officials had visited the city's facility and were very impressed.

POLICE CHIEF'S REPORT (CONT.)

Mrs. Kroeger also told Council that they are still waiting for the a/c at the kennels.

CITY SECRETARY'S REPORT

City Secretary Josie Campa reviewed her written report with Council.

Alderman Keith asked if the museum demolition project was completed. The City Secretary told Council this project has been completed and there is a work order for the Public Works to pick up and dispose of the concrete still at this site.

Alderman Keith asked about bids for the street improvements. The City Secretary said she was waiting to get the measurements for said streets from the Public Works Director.

MAYOR'S REPORT

Mayor Pro-tem Jerry Stone told Council there was no Mayor's Report and adjourned the meeting at 9:40 p.m.