Minutes of Planning Workshop held July 18, 2011

Workshop with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ruble Farmer, Ward Sanders, Sam Cortez, Kevin Keith; City Secretary Josie Campa, Director of Public Works James McGrath; Police Chief Richard Priest; Fire Chief Matt Dear; Library Director Cassandra Cortez.

Visitors: Roy Garza, Kara Vaughn.

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

Police Chief Richard Priest reviewed his report on goals set for the next couple of years, and told of plans already completed for the police department.

City Secretary Josie Campa discussed the goals set for the general and administration departments with Council. They were as follows:

Goal 1-Sports complex master plan completed. Mayor Bowen told Council he has talked to grant writers about a grant for the sports complex. Alderman Cortez told Council he knows someone that wants to give a presentation concerning funding for parks.

Goal 2-“Welcome to Lytle” sign-Committee assigned to work on this. City Secretary was asked to call TxDot area supervisor about regulations for doing this.

Goal 3-Liaison for Lytle I.S.D. has been appointed already.

Goal 4-Mayor Bowen said he talked to TxDot about this and will call Mr. Friesenhahn again to see if a letter is needed.

Goal 5-Beautification/Revitalization of Main Street-Council agreed a committee needs to be assigned. Roy Garza told Council he has been studying this matter on the internet. Council agreed to have Mr. Garza serve on this committee. Mayor Bowen asked Council members to bring more names for committee of seven members.

Goal 6-Landscaping ordinance being worked on by City Attorney and Code Compliance Officer.

Goal 7-Technology in office is still being worked on.

Goal 8-Zoning is being worked on and next meeting is August 1st.

Goal 9-Council agreed sidewalks could be included in the beautification process.

Goal 10-Graffiti ordinance has been adopted.
Goal 11—After a lengthy discussion on salaries for employees, Mayor Bowen asked Alderman Sanders and Cortez to work with the City Secretary on this project.

Goals for next year were also discussed and Alderman Sanders told Council that since security is an issue with the City Hall, he feels Council needs to look at this soon. Council agreed land would need to be looked at for this project.

Alderman Keith told Council he feels a master plan needs to be done and Council needs to decide what they want the tower to look like.

A new source of water was discussed and the City Secretary told Council about land that is available by the city’s good well on FM 2790 North. After more discussion, Council agreed to look into this land.

Council took a short break at 8:00 p.m., and reconvened at 8:16 p.m.

The goal for hiring a City Administrator was discussed and the City Secretary advised Council that they need to start looking into this.

Library Director Cassandra Cortez reviewed her goals for the library with Council. She told Council that the set up of the computers at the library is not the best, since they take up space along the walls where books could be placed.

The Library Director also talked about making the reference room into a meeting room over the next year.

Public Works Director James McGrath told Council that the H.E.B. water line has been completed, even though the city engineer is looking for another answer.

Mr. McGrath also told Council that the city’s engineer is already looking into a way to repair Well #3. The Public Works Director told Council he will be measuring the streets for the upcoming street repairs. He discussed the road to the sewer plant needing to be repaired and Council agreed to have this on the next agenda.

Mr. McGrath told Council the gas line for Best Western should be completed in the next month.

The Director said some sewer lines need to be upgraded next year. Alderman Sanders asked about sewer for Blume Drive and after discussion it was agreed to have Mr. McGrath shoot grades from CR 681.

Mr. McGrath also said the city needs to look into equipment needed for moving embankments at Lake Shore Estates, and enlarging the shop area.
The Director told Council the underground fuel tanks may need to be dug out over the next few years.

Fire Chief Matt Dear reviewed his handout with Council for plans and goals for the fire department. Mr. Dear told Council of all the things already achieved and of the goals they hope to accomplish over the next few years.

Workshop adjourned at 9:10 p.m.