Minutes of Planning Workshop held May 7, 2012

Planning workshop with the following present: Mayor Mark Bowen; Aldermen Ruble Farmer, Jerry Stone, Ward Sanders, Sam Cortez; Assistant City Secretary Virginia Medina; Director of Public Works James McGrath; Police Chief Richard Priest; Library Director Cassandra Cortez; Fire Marshal Matt Dear. Alderman Kevin Keith and City Secretary Josie Campa were absent.

Visitors: Larry Sanders and Napoleon Sanchez.

Mayor Bowen opened the planning workshop at 6:35 p.m.

Alderman Sanders discussed the short range goals for 2011-2012 with the council. He also discussed plans for a new city hall, police department and fire department building complex. Alderman Sanders would like to form a committee with department heads and others and asked that this item be placed on the agenda for May 14, 2012, City Council meeting.

Alderman Sanders said Brian Mask would be making a proposal to the city for new a entrance to John Lott Park.

Alderman Stone said Ronnie Brown had completed lights at John Lott Park. Ronnie Brown needs to submit plans to CPS for power at the park.

Alderman Sanders said the bleacher areas all need to be covered in the 2012-2013 goals. Also, shallow wells at John Lott Park need to be used to water the park and add sprinklers for the ballfields.

Alderman Cortez discussed that he and Josie Campa had made contact with El Camino Real and were sending information for the sports complex. Alderman Cortez said that Congressman Henry Cuellar wants to help with this development.

Alderman Sanders discussed credit cards to pay water bills and payroll program to update city hall technology.

Alderman Sanders discussed sidewalk construction on Main Street is still pending. Discussion for a grant to get sidewalks on Main Street. Alderman Sanders also talked about sidewalks around the Library and school areas.

Alderman Sanders told Council about the development of a city master plan.

Alderman Sanders discussed the Beautification/Revitalization of Main Street and that they are working on getting a grant for this project.

Mayor Bowen discussed the ongoing review of Council and city policies still being worked on.

Mayor Bowen discussed plans for the museum is still in the works.
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Alderman Sanders discussed the Gateway Monument for the city and said that TxDOT would not cut down the oak tree. The monument could not have City of Lytle. The name of the city is the only lettering as per TxDOT.

James McGrath told Council that the new road at the sewer plant was completed.

James McGrath discussed the need for a larger sewer line at the creek on Hwy 132 and this line would have to be engineered. This sewer line upgrade would help with Blume Dr. and the schools.

James McGrath told Council that Henry Lee Keller owns the property that the city is interested in for a new water well. The city needs to talk with Mr. Keller and join into an agreement if he is interested in selling this property to the city.

Council took a short break at 7:50 p.m. and reconvened at 7:55 p.m.

Mr. Napoleon Sanchez introduced himself to Council, and asked if the city could help with mail delivery. Mr. Sanchez was concerned about getting his mail when he can no longer drive to the post office. Discussion about the the post office no longer delivering to a post box at residents homes, but mail boxes are on Hwy 132 S.

Chief Priest discussed with Council that he is working on a policy manual and is getting a sample policy from Texas Police Chief’s Association and TML.

The Chief told Council the department is not purchasing automated external defibrillators at this time. He then discussed improvements to the firing range in the summer of 2012, and discussed 2012-2013 goals for the police department with Council.

Chief Priest told Council that covered parking for police vehicles is needed and told the Council the automatic license plate readers and the FLIR (night vision) are not needed at this time for the department.

Chief Priest discussed access to the Atascosa County Sheriff’s digital radio system, and that the police department will need to see what the county does January 1, 2013. The police department will need to be looking for a grant, so they can apply for a new radio system.

Chief Priest told Council the Animal Control Facility needs to be its own department for 2012-2013 and that the department needs someone to make decisions on a daily base. Chief Priest talked about this department needing a vehicle in the future to take dogs to adoption sites.

Chief Priest told Council that the police department would like to get a K-9 in the future. Chief Priest told Council he has three (3) officers wanting to move into Lytle in the future that could house the dog(s).
Alderman Sanders told Council that Alderman Keith had talked to him about getting two (2) on duty policemen for safety purposes since Lytle was growing. Discussion on what it would cost to have two (2) officers on call at all times and if there was a need. Chief Priest said that between 5 a.m. and 8 a.m. things are slow at this time.

Fire Chief Matt Dear discussed with Council that CPR training for the community is now available. He also discussed with them about first aid training, certifying personnel and cross training with the police department.

Mr. Dear discussed that replacement of ventilation fans, nozzles and hoses are done when needed and that the department is in good shape.

Mr. Dear also discussed the goals for 2012-2013 and that replacing medical bags on the Fire Department apparatus is ongoing.

The Fire Chief told Council physicals for new applicants are being done. He also told Council that the purchase of the first responder vehicle has been done.

The Fire Chief also discussed the replacement of brush truck #3 and the equipment that was being purchased at this time. He told Council that the department is in good shape but needs the city’s help with a new fire station.

Chief Priest told Council he would like the P.D. cross trained as fire fighters in the future for Public Safety.

Mayor discussed 2012-2013 goals for budget purpose: new water source, construct new water well, hire city administrator and seek new gas source.

James McGrath said there is a need for a larger tractor for the Lake Shore mowing in 2012-2013, but recommended we go to an auction to purchase this equipment. He told Council the shop area does not need to be enlarged just cleaned and that they will be working on that.

Library Director Cassandra Cortez discussed the kids computers. She said they have three (3) at this time that are working. Ms. Cortez said for 2012-2013 she would like to get children computers with no internet in the budget. Ms. Cortez talked about rearranging and installing new shelves to help with space at the library.

Meeting adjourned at 8:40 p.m.