Minutes of Regular Meeting held June 11, 2012

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 Chief Richard Priest; Fire Marshal Matt Dear; Director of Public Works James McGrath; City Attorney Tom Cate; Library Director Cassandra Cortez.


APPROVE MINUTES AND APPROVE PAYMENT OF BILLS
City Secretary Josie Campa added the following four (4) bills: Baker & Taylor - $902.66 for books; WTG Gas Marketing - $3,363.36 for natural gas for system; Don’s Electrical Service - $663.00 for electrical repairs at center; and A T & T - $34.92 for long distance calls on police phone. Alderman Farmer made the motion that Council approve the minutes from the May 14th regular meeting and payment of the bills, as presented. Seconded by Alderman Stone. Passed unanimously.

HEAR FROM CITIZENS
Larry Sanders thanked Cassandra Cortez for assisting the VFW with the D-day ceremony at the library.

Mr. Sanders also thanked the city for the banner hung in honor of Cason Hoffman.

Larry Sanders also told Council the VFW would hold a Flag Day Ceremony at 6:30 p.m. at the Veterans’ Memorial Park, and will serve 450 hot dogs on July 4th at City Hall.

Mr. Sanders also told Council that Cason Hoffman has a very good chance at being named National VFW Scout of the Year.

Sam Parks told Council he had received an e-mail when the tornado alert was sent by the city’s notification system and asked if this system can send text messages. Chief Priest said the present system doesn’t allow texts but he will look at other systems to see if this can be done.

Mr. Parks then presented Alderman Sanders a Whatabuger gift card.

Roy Garza asked if the people owning the lot next to the cabinet shop had checked with City Hall concerning the tree ordinance. City officials said they would contact the owner.
INTRODUCTION OF MISS LYTLE USA-ELAINE PERALES
Elaine Perales introduced her daughter, Morgan to the Council. Ms. Perales told Council that Morgan will represent Lytle in the Texas Teen USA Pageant in Houston later this year. Ms. Perales said she wanted to get the word out and that she was looking for sponsorships. The Mayor told Ms. Perales that maybe Council would discuss this next month. Mayor Bowen suggested Ms. Perales set up a booth at the VFW’s festival on September 8th, and congratulated Morgan on her endeavor.

PRESENTATION OF WINNERS OF LYTLE PUBLIC LIBRARY’S SHORT STORY & POETRY CONTESTS
Library Director Cassandra Cortez and Alderman Jerry Stone presented the winners of the library’s short story and poetry contests. The winners were as follows:

1st place - Division 1 - Mason Ringer
1st place - Division 3 - Xavier Rick
1st place - Division 4 - Dillon Ketron
1st place - Division 5 - Maurissa Herrera

CONSIDER 4TH OF JULY PARADE-CHRISTI VAUGHN
Christi Vaughn talked to Council about holding a 4th of July parade. She said the line up for this parade would be at the park pavilion at 9:30 a.m. then it would go down Live Oak Street to Somerset Street then Adams Street and end at the park. Mrs. Vaughn said the purpose of this parade would be to show patriotism. Mrs. Vaughn asked Council for permission to shut down Somerset Street for this parade and said she would pay the Public Works employee’s salary. Police Chief Richard Priest told Council he feels his staff on duty that day can take care of this parade since the streets being used are low traffic. The Chief also said that barricades would not be needed for said parade. After discussion, Alderman Farmer made the motion that Council allow Mrs. Vaughn to have the parade on July 4th and that the route be worked out. Seconded by Alderman Stone. Passed unanimously.

CONSIDER FIREWORKS DISPLAY FOR 4TH OF JULY AND/OR SAFE ZONE FOR FIREWORKS
Mayor Bowen told Council he had talked to both Fire Marshals about a fireworks safe zone and a fireworks display, and that if Council approves his request for a 4th of July fireworks display, he will find a pyrotechnician to do this display. After a lengthy discussion, Alderman Sanders made the motion that Council approve the Mayor’s request for a fireworks display for July 4th. Seconded by Alderman Cortez. Passed unanimously. Mayor Bowen stated he would like to make this an annual event.
DISCUSS RIGHTS-OF-ACCESS FROM LAKE SHORE ESTATES RESIDENTS FOR DRAINAGE STUDY-LEE REMY

Lee Remy talked to Council about the rights-of-access that the city needs signed by Lake Shore property owners for the drainage study. Mr. Remy told Council that they have not obtained all these forms and that the date on these forms has now expired. Mr. Remy asked Council what could be done and if the city had to have 100% of these returned. City Attorney Tom Cate told Mr. Remy and Council the city has to have these rights-of-access in order to go onto people’s properties to survey land for this project. Mayor Bowen said he would ask the engineer if there is another option since these rights-of-access have not been obtained, and if not, the city will have to go back to plan A. No action was taken on this item.

Council took a short break at 8:12 p.m. and reconvened at 8:27 p.m.

CONSIDER APPROVAL OF AGREEMENT PROPOSED BY CPS ENERGY CONCERNING TERMINATION OF THE COMMUNITY INFRASTRUCTURE AND ECONOMIC DEVELOPMENT (CIED) FUND PROGRAM-ROLAND HINOJOSA

Roland Hinojosa, CPS representative talked to Council about CEID program monies that have been discontinued and the proposed termination agreement. Mr. Hinojosa also reviewed the proposed payment schedule with Council. City Attorney Tom Cate told Council of changes needed to the proposed termination agreement. After discussion, Alderman Cortez made the motion that Council approve the agreement contingent upon the changes proposed by the City Attorney being made. Seconded by Alderman Keith. Passed unanimously.

CONSIDER FRANCHISE AGREEMENT WITH CPS ENERGY

City Attorney Tom Cate told Council and Mr. Hinojosa that over the past two years he has tried to get stuff worked out on the proposed franchise agreement with CPS. Mr. Cate also presented documentation to Council concerning the attempts made on resolving this proposed agreement. After a lengthy discussion, no action was taken on this item. Mr. Hinojosa assured Council members and City Attorney that he would discuss the items in the proposed agreement with his legal staff.

CONSIDER FINANCIAL CONTRIBUTION FOR 2012 VISITOR’S GUIDE-NATALIE SPENCER

Natalie Spencer told Council it was time for the new visitor’s guide to be printed and asked if the city could contribute $1,200.00 to this year’s issue. After discussion, Alderman Sanders made the motion that Council approve this request. Seconded by Alderman Keith. Passed unanimously.
CONSIDER MASK LANDSCAPE ARCHITECTURE’S (MLA’S) PROPOSAL FOR NEW PARK ENTRANCE
Council discussed MLA’s proposal for the new entrance to the city’s park with Bryan Mask, and agreed this could be done in phases and the only thing being approved would be the proposal for MLA doing the plan for $6,357.00. Alderman Sanders made the motion that Council approve the proposal for MLA for services associated with the new entrance to the park for $6,357.00. Seconded by Alderman Keith. Passed unanimously.

CONSIDER REQUEST FROM REVITALIZATION/BEAUTIFICATION COMMITTEE FOR ADOPTING RESOLUTION DESIGNATING DOWNTOWN AREA
Alderman Keith made the motion that Council adopt the resolution designating the city’s “downtown area”. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER REQUEST FROM REVITALIZATION/BEAUTIFICATION COMMITTEE FOR ADOPTING RESOLUTION DESIGNATING AREA SUFFERING FROM SLUM/BLIGHT
After discussion, Alderman Keith made the motion that Council adopt the resolution designating area is suffering from slum/blight. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER REQUEST FROM REVITALIZATION/BEAUTIFICATION COMMITTEE FOR ADOPTING RESOLUTION FOR CASH MATCH FOR DOWNTOWN REVITALIZATION GRANT AND FINANCIAL COMMITMENT LETTER
Nan Boyd told Council that the city needs a 40% cash match for grant. City Secretary Josie Campa told Council that Hotel/Motel tax can be used for downtown revitalization. City Attorney Tom Cate asked Mrs. Boyd about Section 2’s assurances and asked if Council had reviewed them. Mr. Cate also questioned Mrs. Boyd about Section 4’s income recapture and whether the city will participate in this program. Mrs. Boyd agreed to send City Council Members copies, so they can approve all sections of this resolution. After discussion, Alderman Cortez made the motion that Council adopt this resolution, contingent upon Council’s approval after reviewing said grant application and learning about “income recapture” section. Seconded by Alderman Stone. Passed unanimously.

CONSIDER ADOPTING POLICIES FOR CITIZEN COMPLAINT PROCEDURES AND CITIZENSHIP PARTICIPATION PLAN
City Attorney Tom Cate told Council that changes were needed in the Citizen Complaint Procedures concerning the person responsible for administering the block grant program. Alderman Stone made the motion that Council approve the Citizen Complaint Procedures as per changes made by the City Attorney. Seconded by Alderman Keith. Passed unanimously.
CONSIDER HIRING CODE COMPLIANCE OFFICER
City Secretary Josie Campa told Council that two people had been interviewed for the Code Compliance Officer position and at this time she would recommend that the city readvertise for this position. Alderman Stone made the motion that Council allow the City Secretary to readvertise for said position. Seconded by Alderman Keith. Passed unanimously.

CONSIDER APPOINTMENT OF DEPARTMENT LIAISONS
After discussion, Council agreed to keep the department liaisons the same as last year.

CONSIDER HAVING DELINQUENT TAX ROLL PRINTED IN CITY’S OFFICIAL NEWSPAPER
Alderman Stone made the motion that Council have the delinquent tax roll printed in the city’s official newspaper. Seconded by Alderman Farmer. Passed unanimously.

UPDATE ON PLANS & GOALS
Alderman Sanders told Council that some of the things for goals will be presented at the July meeting.

Alderman Sanders told Council the gateway monument stuff is ready to be sent to TxDot. Bryan Mask told Council he had gotten an estimate on cost for the monument and after some changes, the price was down to $37,000.00

Mayor Bowen told Council he talked to engineers and that another water well is a priority. He also said the engineers are checking on whether the land discussed is far enough away from present well.

Alderman Keith told Council he is willing to get someone to take a look at wireless technology for the office.

Alderman Keith suggested Council have a quick special meeting with Halff & Associates on the master plan before they make their presentation to Council.

LIBRARY 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 to Council:

1 - 198 work orders completed last month;
2 - 3 water main leaks fixed;
3 - 6 service leaks fixed;
4 - 3 customer leaks fixed;
5 - 4 sewer stoppages were unclogged;
PUBLIC WORKS’ DIRECTOR’S REPORT (CONT.)
6 - flow meter annual calibration done;
7 - stoppage at sewer plant fixed;
8 - chlorine pump at sewer plant fixed;
9 - crew worked at Frenchie Burke Festival;
10 - received loads of base and asphalt last week;
11 - Bank Street property mowed;
12 - cleaning drainage ditches at Lake Shore;
13 - received a score of 98 in TML gas system survey; and
14 - attended 20-hour water course.

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

Betty Kroeger gave Council flyers for PAWS of Summer, and told Council that SNAP wants to do a spay/neuter clinic for Lytle.

Chief Priest told Council he would be using money from the seizure fund for training classes and equipment.

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

MAYOR’S REPORT
Mayor Bowen reported the following to Council:

1 - thanked City Attorney and City Secretary for their work on the land acquisition for the drainage project;
2 - June 29th will be the date for the H.E.B. C-store grand opening;
3 - more new businesses are coming to Lytle;
4 - PAWS of Summer on July 21st; and
5 - VFW Flag Day Ceremony on Thursday at 6:30 p.m.

Meeting adjourned at 10:16 p.m.