Minutes of Workshop held July 16, 2012

Workshop held 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; Director of Public Works James McGrath; Fire Marshal Matt Dear; Library Director Cassandra Cortez.

Visitors: Chuck Bayne, Jeff Booth, Andrew Tolan.

Mayor Bowen opened the workshop at 6:30 p.m. Mayor Bowen gave Council members a list of their plans and goals and asked them to prioritize these goals. He said he would like to get an idea on what Council feels the city needs to get done sooner. He asked Council to return these lists to him before next meeting. The Mayor told Council that the City Secretary, Police Chief and Fire Chief had visited several cities in the area as requested by Council.

The City Secretary told Council they had visited seven (7) cities and looked at the city hall buildings, police departments and fire departments at these cities.

Police Chief Richard Priest told Council that most of the police departments visited had “sally” ports and that Lytle doesn’t need one of these and therefore would save a lot of money.

The City Secretary, Police Chief and Fire Chief all agreed that they liked the campus setup for all municipal buildings, however acreage in Lytle is quite expensive. Chief Priest told Council that the cities visited with a campus set-up had at least four (4) acres.

The City Secretary told Council that at most of the cities visited they recommended that the city use design build, since this will save money as well, as time.

Police Chief Richard Priest told Council that at the present time he has 1668 square feet with the outside storage, and if he had about 5000 square feet it would help. He told Council that security is poor at the present location since restrooms and break room are shared with City Hall Staff, and there is not enough office space. He said if training is done it has to be done in either the Council chamber, the center or annex. The Chief said modifications at the City Hall would buy more time.

Chief Priest also talked to Council about building a metal building on the frontage of the property on Benton City Road and said if done right, this would take care of the department for several years and also make room at the City Hall for added storage and office space.

Matt Dear told Council that the short term fix for the Fire Department would be to add a office in the front of the present building and then extending the bay.

Council discussed coming up with ideas for making corrections immediately and possibly getting a committee to look at land.
Chief gave Council an update on adding officers to the department. He said he would like to add an officer this next year and then look at another for the next year.

Alderman Kevin Keith introduced Jeff Booths to Council and said he would take a look at City Hall to see what can be done to improve technology needs.

Workshop was closed at 8 p.m.