Minutes of Regular Meeting held October 8, 2012

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ruble Farmer, Ward Sanders, Sam Cortez, Kevin Keith; City Secretary Josie Campa; Police Chief Richard Priest; Fire Marshal Matt Dear; Assistant City Secretary Virginia Medina; Director of Public Works James McGrath; City Attorney Tom Cate; Library Director Cassandra Cortez, Code Compliance Officer Scott Traeger.


CONSIDER APPROVAL OF MINUTES AND CONSIDER APPROVAL OF PAYMENT OF BILLS
City Secretary Josie Campa told Council she had received two (2) more bills. They were from Tom Cate for legal fees totaling $3,158.00 and from Lytle True Value-$349.49 for supplies for park, center, annex and library maintenance. Alderman Farmer made the motion that Council approve the minutes of the public hearing and meeting on September 10th and the special meeting held September 17th and payment of the bills, as presented. Seconded by Alderman Cortez. Passed unanimously.

HEAR FROM CITIZENS
Dan Ytuarte told Council he is a Pastor at Prevailing Word and said that his church had a Trunk or Treat event planned for Halloween and invited Council to attend. Mr. Ytuarte gave the details for this planned event, and said the event would be held on October 31st from 6 to 9 p.m.

Joel Guerrero told Council that he was concerned because the (LYFA) Lytle Youth Football Association will not let his son play football because he doesn’t attend Lytle school. He told Council he lives in Lake Shore and pays taxes here. After more discussion, the City Secretary agreed to write a letter to the association letting them know that Mr. Guerrero lives in Lytle and pays city taxes.

Marcie Trump told Council he lives on Bruce Street and he is asking for an ordinance that will allow the use of a golf cart on city streets. Mayor Bowen told Mr. Trump he would put this on the November agenda.

Police Chief Richard Priest recognized Matt Dear for his ten (10) years of service to the city, and presented him with an autographed photo of himself and a ten-year plaque.

Sam Parks expressed his concern for the city letting a liquor store locate at the old H.E.B. store. Mayor Bowen told Mr. Parks the city does not have an ordinance prohibiting this.
CHRISTIAN GARCIA-DISCUS POSSIBILITY OF DEVELOPING 90 PLUS ACRES INTO A 50 TO 60 LOT SUBDIVISION (PART OF THIS LAND BEING OUT OF CITY)

Christian Garcia told Council he is the son of Horatio Garcia and that they are interested in developing approximately ninety-three and one-half (93 ½) acres. He said part of this acreage is in the city limits and part of it is outside the city. Mr. Garcia told Council that their planned development is designed for sewer and therefore, they would be interested in getting annexed. Mayor Bowen said it would have to be looked at in order to determine whether water and sewer would be possible for this development. City Secretary Josie Campa told Council that she had made Mr. Garcia aware of the water CCN issue and had told him if the development is in Benton City Water District, the cost for changing this would be his. Mayor Bowen told Mr. Garcia that the city could have the engineer take a look at this at his expense. Craig Bell told Council he would send a proposal to the city.

CONSIDER PROPOSAL FROM HALFF & ASSOCIATES TO PREPARE COMPREHENSIVE PLAN FOR CITY OF LYTLE

Jim Carrillo, Director of Planning for Halff & Associates told Council that the bigger part of the comprehensive study they will do for the city is technical and that they will need to know where they want to go and what kind of impact it will have on the city’s future. Mr. Carrillo reviewed the scope of work to be included in the comprehensive plan they will do for the city. He also told Council that they will be reaching out to all citizens to see what they want to see for Lytle. Mr. Carrillo said this would be done by mailing out survey sheets to all households in the city. Mr. Carrillo also said people visiting the city could be asked what they would like to see for our city. Mayor Bowen asked Mr. Carrillo how long this study would take to be completed. Mr. Carrillo told Council he feels it could be completed in six (6) months plus or minus a little. Alderman Keith made the motion that Council hire Halff & Associates to conduct a comprehensive study and plan for the city for the proposed price of $55,500.00. Seconded by Alderman Sanders. Passed unanimously.

REPORT FROM ENGINEER ON NEW WATER WELL

Craig Bell introduced hydrologist Matt Uliana who studied the distance of the proposed new well from Well #2 to see if this could be potentially hazardous. Mr. Uliana told Council that he studied this matter and that the new well site would not pose a problem for our present well, if both had to be pumping at one time. Mayor Bowen told Council that he would get together with the City Attorney, landowner, Director of Public Works and City Secretary.

CONSIDER PROPOSAL FROM JEFF BOOTH FOR OFFICE TECHNOLOGY IMPROVEMENTS

Jeff Booth talked to Council about his findings when he did a technology study back in July. Mr. Booth then reviewed what he would be doing to upgrade current technology. Mr. Booth also told Council he would like to be of assistance with the police department’s new building. Mr. Booth told Council Phase 1 for City Hall would cost $25,000.00 and his work on the new police office would be $15,000.00. Mr. Booth told Council that Phase 1 would take about a year. After more discussion, Alderman Sanders made the motion that Council hire Jeff Booth to work on Phase 1
CONSIDER PROPOSAL FROM JEFF BOOTH FOR OFFICE TECHNOLOGY IMPROVEMENTS (CONT.)
for the City Hall technology ($25,000.00) and for the work to be done in getting things set up for technology needs at the new police building ($15,000.00). Seconded by Alderman Keith. Passed unanimously.

CONSIDER PROPOSAL FOR NEW ENTRANCE TO JOHN LOTT MUNICIPAL PARK
Bryan Mask gave a power point presentation on the new entrance to John Lott Park. He showed the layout for the new entry way to the park and also ideas for the drainage structure across the street. Mr. Mask also talked to Council about an outdoor classroom under the large oak tree. Mr. Mask told Council this project could be split into two (2) phases. He said Phase 1 could be the entry way and security lights and Phase 2 could be the bioswales and taking down chain link fence. After more discussion, Alderman Farmer made the motion that Council allow Bryan Mask to proceed with construction estimates. Seconded by Alderman Keith. Passed unanimously.

CONSIDER REPORT ON SPORTS COMPLEX PLANS
Steve Habarka was not present, so no action was taken on this item.

CONSIDER RENEWAL OF SERVICE CONTRACT WITH LYTLE VOLUNTEER FIRE DEPARTMENT
Alderman Stone made the motion that Council renew the service contract with the Lytle Fire Department for $36,000.00 a year. Seconded by Alderman Cortez. Passed unanimously.

Council took a short break at 7:45 p.m., and reconvened at 8:00 p.m.

CONSIDER PROPOSALS FOR MUNICIPAL COURT COLLECTION SERVICES
City Attorney Tom Cate told Council that the city had received three (3) proposals for court collection agency. Mr. Cate told Council that OMNI Base is not really a collection agency. Mr. Cate told Council he had reviewed the proposals from Perdue, Brandon, Fielder, Collins & Mott and Calone Lineburger, Graham & Pena and that both collect fees that are paid by the defendant. After more discussion, Alderman Stone made the motion that Council go with Perdue, Brandon, Fielder, Collins & Mott as recommended by City Secretary Josie Campa. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER RADIO SYSTEM FOR POLICE DEPARTMENT
Police Chief Richard Priest told Council that he is not ready for this item. Council agreed to place this item on the special meeting agenda for October 15th.

CONSIDER PROPOSALS FOR NEW POLICE STATION
Craig Bell, TRC engineer talked to Council about the proposed building for the police department. Mr. Bell told Council he had talked with Chief Priest and that for the price the city wants to pay for this building, the size would have to be cut down to meet the budgeted amount.
CONSIDER PROPOSALS FOR NEW POLICE STATION (CONT.)
Mr. Bell said he had gotten estimates that say this building could be built for $90.00 per square foot. Mr. Bell told Council that the building could be designed and ready for bids within the next three (3) months. Council discussed the State law that says anything over $8,000.00 of value has to be engineered. Council agreed to have Mr. Bell prepare a proposal from TRC for the new police building. Mayor Bowen told Mr. Bell this item would be on the October 15th agenda.

CONSIDER TEMPORARY ONE WAY STREET AND/OR ROAD CLOSURES FOR (HALLOWEEN) OCTOBER 31, 2012
Police Chief Richard Priest asked Council’s permission to temporarily make Blume Drive and the part of N. Prairie Street between Laredo St. and FM 2790 N., one-way streets on the evening of Halloween. Chief Priest told Council this worked out really well last year. Alderman Stone made the motion that Council allow Chief Priest to make these streets one-way temporarily on Halloween night. Seconded by Alderman Keith. Passed unanimously.

CONSIDER AUDIT OF POLICE SEIZURE FUND AS REQUIRED BY ARTICLE 5906 OF TEXAS CCP
Police Chief Richard Priest presented financial records for the police seizure fund. He told them he has to present this to them for auditing purposes and when they approve the report, then he sends it to the State. Alderman Cortez made the motion that Council approve the report presented by Chief Priest. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER APPROVAL OF AMENDED CONTRACT WITH TEXAS DEPARTMENT OF PUBLIC SAFETY FOR FAILURE TO APPEAR (FTA) PROGRAM
City Attorney Tom Cate told Council that the contract with D.P.S. for the FTA Program needs to be amended due to the legislature changing the time line for when courts notify D.P.S. when no cause exists to continue to deny renewal of driver’s license. Alderman Stone made the motion that Council renew this revised contract with D.P.S. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AMENDMENTS TO 2012-2013 BUDGET FOR ADDITIONAL BRUSH PICK-UP FEES
City Secretary Josie Campa told Council that since the bid from Hector Barrera for brush pick-up was more than the budgeted amount, Council needs to amend the budget by $6,000.00. Alderman Cortez made the motion that Council amend the 2012-2013 budget to include the additional brush pick-up fees. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER INCREASING GARBAGE RATES DUE TO INCREASE OF BRUSH PICK-UP FEES
After discussion on increasing garbage rates to pay for additional brush pick-up fees, Alderman Farmer made the motion that Council increase the garbage rate by $1.00 per month, and that the budget be amended to reflect this increase. Seconded by Alderman Cortez. Passed unanimously.
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PROCLAMATION FOR LYTLE PUBLIC LIBRARY WEEK
Mayor Pro-tem Jerry Stone read the Proclamation for Lytle Public Library Week. Alderman Farmer made the motion that Council adopt this proclamation. Seconded by Alderman Keith. Passed unanimously.

UPDATE ON PLANS & GOALS
Council agreed the plans and goals did not have to be discussed at this time.

CODE COMPLIANCE OFFICER'S REPORT
Code Compliance Officer Scott Traeger told Council that because of the rain, weeds and overgrown lots, are the main problem right now. Mr. Traeger told Council several letters had been sent out for overgrown lots. Mr. Traeger told Council that he was also working on getting skirting on two mobile homes.

LIBRARY DIRECTOR'S REPORT
Library Director Cassandra Cortez reviewed her written report with Council.

PUBLIC WORKS DIRECTOR'S REPORT
Public Works' Director James McGrath reported the following:

1 - 150 work orders completed last month;
2 - 2 new water meters were installed;
3 - 1 water service line leak was repaired;
4 - raised 2 water meters;
5 - replaced 2 angle stops;
6 - 2 sewer stoppages were unclogged;
7 - 1 sewer- customer line leak was connected;
8 - Lake Shore Estates was cleared of debris;
9 - worked at National Night Out;
10 - worked traffic at train derailment on Friday; and
11 - waiting on background check for new employee.

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

    Betty Kroeger told Council that the shelter is holding an Adoption Day at the Gidley house on October 20th.

CITY SECRETARY’S REPORT
City Secretary Josie Campa reviewed her written report with Council.
MAYOR'S REPORT
Mayor Bowen reported the following:

1 - train derailment on Friday was on the edge of town and blocked all the railroad crossings;
2 - wants to set up disaster scenario to prepare for the future;
3 - volunteers are critical for the success of the city; and
4 - National Night Out was the best ever.

Meeting adjourned at 9:12 p.m.