Minutes of Regular Meeting held February 10, 2014

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; Animal Control Director Betty Kroeger; City Attorney Tom Cate; Code Compliance Officer Scott Traeger; Library Director Cassandra Cortez.


APPROVE MINUTES AND APPROVE PAYMENT OF BILLS
Alderman Farmer made the motion that Council approve the minutes of the regular meeting held January 18th; as corrected by the City Secretary and payment of the bills, as presented. Seconded by Alderman Sanders. Passed unanimously.

HEAR FROM CITIZENS
Chief Priest told Council it has been five (5) years that the civilian auxiliary was set up and recognized four individuals for working with the auxiliary all five years. Chief Priest presented certificates to Ernest Kroeger, Charles Bayne, Christy and Wayne Vaughn.

Municipal Court Judge Gerry Elias told Council that the city is growing and so is court. He told Council that the last couple of times there has been standing room only. The Judge asked for a work session with Council and Mr. Cate and said there are about 80 to 85 bench trials set, and a warrant round-up is also needed. City Secretary Josie Campa told Council she and Tom Cate had already discussed this matter and would like to meet with the Judge to try and resolve this matter. Mayor Bowen asked Judge Elias to meet with the City Secretary and City Attorney and then if necessary the Council.

Diego Soria talked to Council about Lytle getting a Community Garden and said it would be a benefit to the city to have local produce.

Mayor Bowen asked if Mr. Soria would be a part of this project since he brought it up to Council and Mr. Soria said he would work with the city on this and agreed to meet with the Mayor.

Mayor Bowen read a letter from the Medina County Appraisal District to Jim Becker telling him Lake Shore residents would not be taxed by ESD #4 and #5 effective January 1, 2014. The Mayor told Council he went to the last meeting ESD #5 had and we are still waiting to find out how much debt the city owes the ESD.
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PRESENTATION OF ANNUAL DANIEL J. MCGRATH, D.V.M. CITIZENSHIP AWARD
Mayor Bowen presented Kimberly Faulk with a plaque for being named the 2013 winner of the Daniel J. McGrath, D.V.M. Citizenship award by City Council. Mayor Bowen thanked Ms. Faulk for serving as the city’s representative on the Atascosa County Appraisal District’s Board of Directors for the past four years.

CONSIDER AUDIT REPORT FOR 2012-2013 FISCAL YEAR AUDIT AND CONSIDER HIRING AUDITING FIRM FOR 2013-2014 FISCAL YEAR AUDIT
Items #5 and #6 were scratched from the agenda.

CONSIDER PROPOSAL FROM CPS ENERGY CONCERNING CPS ENERGY CAPITAL FUNDING AND REQUESTED FRANCHISE FEE SURCHARGE OPTION
Roland Hinojosa, CPS Local Government Relations representative, talked to Council about CPS getting a memorandum of understanding with the city for a new program that would replace the CIED program. Mr. Hinojosa told Council there are two options under which the city can access funding that CPS is proposing. The first option is to increase the franchise tax to 4 1/2% and the second option is a joint capital planning process to be determined collectively at a Suburban city meeting. After more discussion, Mayor Bowen told Mr. Hinojosa this item would be on the next agenda.

CONSIDER PROPOSAL FROM TEXAS MULTI-CHEM FOR RENOVATING BALL FIELDS AT JOHN LOTT MUNICIPAL PARK
Lee Smith from Texas Multi-Chem, Ltd. reviewed the proposal from his company for the work to be done on the four (4) ball fields in the city’s park. Alderman Keith told Council he would like to get this company to train the park guy to maintain these fields after they do their work. Mr. Smith told Council they will go over what needs to be done to the fields and give the city a schedule. Mr. Smith told Council a permanent irrigation source will be necessary once these fields are fixed. Mr. Smith also encouraged Council to consider a maintenance program with his company. Mr. Smith told Council that this work will take two to three (2-3) weeks to complete and needs to be done by the first part of March to get ready for ball season. After discussion, concerning this work being done thru Buy Board, Alderman Stone made the motion that Council accept the proposal from Texas Multi-Chem, Ltd. for $74,400.00, contingent this is through Buy Board and the City Attorney okays it. Alderman Stone also asked that Council include the maintenance package for $4,700.00 in this motion. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER REQUEST FROM KEEP LYTLE BEAUTIFUL COMMISSION TO APPLY FOR DOWNTOWN REVITALIZATION GRANT
Nan Boyd, chairman of the Keep Lylte Beautiful Commission told Council they would like to apply for another grant for downtown revitalization. Alderman Stone asked how much the grant would be for and Mrs. Boyd said it would be for $50,000.00 to $100,000.00, and would include sidewalks and ADA specifications. Mrs. Boyd told Council that Barrett House would write the
CONSIDER REQUEST FROM KEEP LYTLE BEAUTIFUL COMMISSION TO APPLY FOR DOWNTOWN REVITALIZATION GRANT (CONT.)
grant for the Commission and the deadline for this application is July 12th. Mrs. Boyd told Council Bryan Mask has offered to help with getting cost estimates and not charge a fee. Council discussed the charge for the writing of this grant application. Alderman Sanders made the motion that Council approve the Commission’s request to submit another grant application and have Barrett House write this grant application at his current hourly rate. Seconded by Alderman Keith. Passed unanimously.

CONSIDER USE OF PARK BALL FIELDS FOR THIS YEAR’S BASEBALL PROGRAM (S)
Matt Martinez talked to Council about renewing the contract with LYP for the use of the ball fields at the park for this season. Mr. Martinez told Council that LYP would like to start March 1st. Mayor Bowen told Mr. Martinez that due to the work being done on the fields, they won’t be available until the end of March. Mr. Martinez told Council that this will cause a problem for All-stars since they have to play ten games to qualify. Council told Mr. Martinez he would have to make other arrangements since the fields won’t be ready until the end of March. Alderman Keith told Council the contract with LYP needs to be redone and the maintenance part needs to be taken out. No action was taken on this item.

Council took a short break at 7:52 p.m. and reopened at 8:00 p.m.

Alderman Keith had to leave the meeting due to wife’s illness.

CONSIDER HIRING PART-TIME LIBRARY EMPLOYEE TO FILL VACANCY
Library Director Cassandra Cortez recommended to Council that Jo Pittman be hired to fill the vacancy at the Library. Alderman Stone made the motion that Council hire Jo Pittman as a Library Clerk at $9.50 per hour for twenty (20) hours a week after she completes the physical and background check satisfactorily. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER PROPOSAL FROM ES & S FOR RENTAL OF EQUIPMENT AND SALE OF SERVICE FOR UPCOMING CITY ELECTION
After discussion, Alderman Cortez made the motion that Council approve the agreement with ES & S for rental of election equipment and services totaling nearly $5,000.00. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER PURCHASE OF BREATHING APPARATUS FOR WATER DEPARTMENT
After discussion, Alderman Stone made the motion that Council approve the quote from HEAT Safety equipment and purchase two (2) breathing apparatuses for $3,321.34. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER OPTIONS FOR BACKHOE FOR PUBLIC WORKS DEPARTMENT
Director of Public Works James McGrath told Council it would cost $8,938.32 to fix the backhoe and the options include fixing the backhoe or leasing a backhoe for $795.00 a week or $1,895.00 a month, or purchasing one. Mr. McGrath told Council he got a quote from Ordo Equipment for a John Deere backhoe that would cost the city $40,954.75 after trade-in. After discussion, Alderman Stone made the motion that Council approve the proposal from Ordo Equipment and purchase the backhoe for $40,954.75. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER ADDITIONAL STREET LIGHTS
No action was taken on this item.

CONSIDER ADOPTION OF REVISED PERSONNEL POLICY AND SAFETY POLICY
Alderman Sanders made the motion that Council adopt the revised personnel policy and safety policy. Seconded by Alderman Farmer. Passed unanimously.

PRESENTATION OF RACIAL PROFILING REPORT

REPORT FROM BARRETT HOUSE ON CITY’S ONGOING PROJECTS
Barrett House gave Council a report on the city’s on-going projects. Mr. House told Council the interior is mostly finished and the parking lot is what is needing to be done.

Council asked the City Secretary to check with the engineer on a time line for well#3. Mr. House told Council the bids are being opened on the Gidley property revitalization project on February 21st.

Police Chief Richard Priest gave Council a run down on the police facility, and told them there are a few things they are waiting on.

The Chief told Council that a completion date is not known at this time.

Mr. House told Council the Hester Street sewer line is complete and so is the demolition of the house on Bank Street.

PLANS AND GOALS UPDATE
The plans and goals were discussed in Barrett House’s report and will be discussed in the Secretary’s and Mayor’s reports.
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ANIMAL CONTROL DIRECTOR’S REPORT
Animal Control Director Betty Kroeger reviewed her written report with Council and gave Council a copy of the Advisory Committee’s meeting minutes.

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

CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Officer Scott Traeger told Council he has done a couple of tree surveys on properties that people are wanting to develop.

Mr. Traeger told Council he has talked to the manager at Dollar General about the problem with the unsightly cardboard boxes at their store and they will have these picked up twice a week now to avoid having this problem.

The Code Compliance Officer talked to Council about the Smith property on Easy Street and said Bobby Roberts will be cleaning it up.

Mr. Traeger told Council he is working on junk vehicles and one has been removed.

The Code Compliance Officer told Council he is also trying to get metal and debris moved from a lot and hopes to get this done soon.

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

1 - 165 work orders were completed last month;
2 - 4 new water meters were installed;
3 - 1 angle stop changed out;
4 - 1 service line leak was fixed;
5 - 8 customer line leaks found;
6 - 1 main break was fixed;
7 - 2 sewer main clogs were unclogged;
8 - 3 sewer customer line clogges were found;
9 - having trouble with baby wipes being put in sewer system and these are causing clog-ups; and
10 - manholes were checked;

City Secretary Josie Campa asked if the bad water sample had been corrected and Mr. McGrath said other samples were taken and everything with the water is okay.

POLICE CHIEF’S REPORT
Police Chief Richard Priest reviewed his written report with Council.
CITY SECRETARY’S REPORT
City Secretary Josie Campa reviewed her written report with Council.

MAYOR’S REPORT
Mayor Bowen told Council Gary Hack is proposing to do a lot of things on our Main Street that will help with the city’s Main Street revitalization project.

Mayor Bowen asked Sam Parks for an update on his fitness center and Mr. Parks said it is coming along.

Mayor Bowen told Council a NAPA building is also being built on Hwy 132.

Meeting adjourned at 9:00 p.m.