Minutes of Regular Meeting held June 9, 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; Animal Control Director Betty Kroege; Director of Public Works James McGrath; Code Compliance Officer Scott Traeger; Library Director Cassandra Cortez.


CALL TO ORDER & PLEDGE OF ALLEGIANCE
Mayor Bowen called the meeting to order at 6:30 p.m. and led everyone in the pledge to the flag.

CONSENT AGENDA
A. APPROVAL OF MINUTES OF REGULAR MEETING HELD MAY 12, 2014
B. APPROVAL OF PAYMENT OF BILLS
City Secretary Josie Campa added the bills from WTG Gas Marketing $7,611.76 and G & N Automotive $272.84. Alderman Farmer made the motion that Council approve the May 14th regular meeting and payment of the bills, as presented. Seconded by Alderman Stone. Passed unanimously.

ACTION ITEMS
A. CONSIDER AND ACT UPON REQUEST FROM JANET BARKER CONCERNING AMPLIFIED NOISE ABATEMENT
Janet Barker told Council she has lived in Lytle for twenty-seven (27) years and it is a peaceful and quiet community. However, on June 1st the Catholic Church violated the noise ordinance and she couldn’t get them to stop playing the loud music. She said she called the Sheriff’s office and nothing happened. Police Chief Richard Priest told Council he started getting phone calls around 8 p.m. and he had officers go to the church, but due to safety risk for the officers, they were not asked to shut the music off after they told the officers they couldn’t turn it down. Mayor Bowen told Mrs. Barker that going forward the city will get a list of contacts for events and will meet with them prior to event. Assistant City Attorney Chris Schuchart told Council that event organizers be told that the city has a noise ordinance and that the police can shut them down, if music is too loud. The attorney also told Council the ordinance can be amended to include applying for a permit to have bands at an event. Mayor Bowen told Mrs. Barker the city would get more information together for the July meeting.

B. CONSIDER AND ACT UPON REQUEST FROM THE BRAND COMPANY FOR PERMISSION TO USE FIRE HYDRANT FOR CONSTRUCTION PURPOSES ON RENOVATION PROJECT
City Secretary Josie Campa told Council Leonard Contracting is needing a fire hydrant water meter for the job at the Gidley property. Alderman Cortez made the motion that Council grant this request from Leonard Contracting. Seconded by Alderman Keith. Passed unanimously.
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ACTION ITEMS (CONT.)

CONSIDER AND ACT UPON PROPOSAL FROM TYLER TECHNOLOGIES FOR CITY HALL TECHNOLOGY UPGRADES
Ron Gabriel from Tyler Technologies talked to Council about the efficiency their programs will bring to the city. Mr. Gabriel gave a power point presentation on Tyler Technologies, and told Council the project would be kicked up in about three months and they will work in phases to keep from disrupting the office. City Secretary Josie Campa told Council that the price for the new software would cost the city less than budgeted due to a discount being given by Tyler Technologies. Alderman Sanders made the motion that Council approve the proposal from Tyler Technologies. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM ARTCOM FOR UPGRADES TO CITY HALL PHONE SYSTEM AND INSTALLATION OF SECURITY CAMERAS
After discussion, Alderman Keith made the motion that Council approve the proposal from ArtCom for security camera system, phone system and cable drops and remapping phone system setup. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM TRC FOR ENGINEERING SERVICES TO PREPARE THE TCEQ WASTEWATER TREATMENT PLANT PERMIT RENEWAL APPLICATION
Alderman Cortez made the motion that Council approve the proposal from TRC for preparation of the renewal application for wastewater permit. Seconded by Alderman Stone. Passed unanimously.

CONSIDER PROPOSAL FROM SHANNON MONK CONTRACTING FOR MAJOR REPAIR OF AERATION SYSTEM AT CITY'S WASTEWATER TREATMENT FACILITY
Alderman Stone told Council about the problems at the sewer plant. After discussion, Alderman Stone made the motion that Council accept the proposal from Shannon Monk for major repairs to aerators at sewer plant and the budget be amended accordingly. Seconded by Alderman Farmer. Passed unanimously.

Council took a short break at 7:36 p.m. and reconvened at 7:47 p.m.

CONSIDER AND ACT UPON ADOPTING RESOLUTION APPROVING AN APPLICATION FOR FUNDING THROUGH THE TEXAS DEPARTMENT OF AGRICULTURE DOWNTOWN
Barrett House explained the point system for the downtown revitalization grant application. Mr. House told Council the city has not received this grant before and missed it by nearly ten (10) points last time. Mr. House also said the higher the match the higher the points. After discussion, Alderman Sanders made the motion that Council approve the resolution for the application for a grant from Texas Department of Agriculture and the city allocate a 30% match for this grant application. Seconded by Alderman Farmer. Passed unanimously.
ACTION ITEMS (CONT.)

CONSIDER AND ACT UPON ADOPTING RESOLUTION FINDING AND DETERMINING A CERTAIN AREA OF CITY CONTAINS CONDITIONS WHICH ARE DETRIMENTAL TO THE PUBLIC HEALTH, SAFETY AND WELFARE OF THE COMMUNITY AND CONSTITUTES A BLIGHTED AREA

After discussion, Alderman Cortez made the motion that Council adopt the resolution finding and determining that a certain area of the city contains conditions which are detrimental to the public health, safety and welfare of the community and constitutes a blighted area. Seconded by Alderman Keith. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF ORDINANCE THAT WILL ALLOW THE ANIMAL CONTROL AND CODE COMPLIANCE OFFICERS TO ISSUE CITATIONS

Alderman Farmer made the motion that Council adopt Ordinance No. 373. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON STREET SURVEY AND STREETS TO BE RETOPPED IN FUTURE STREET IMPROVEMENT PROJECTS

Mayor Bowen told Council that Barrett House had done a street survey. Barrett House then gave a power point presentation on city streets in need of repairs. The following streets were addressed: Houston; N. Benton by railroad crossing; Live Oak from Norvell to end; Hester Street by Police Station; Dawson Street between Adams and Cottage Street; Live Oak Street between Somerset Street and Benton Street and Benton Street by Primary School between Cottage and Laredo Street; Lytle-Somerset Street by car wash; Mesquite Street at Somerset Street. Barrett House told Council there are about forty (40) separate areas that need attention. Mayor Bowen asked Mr. House to categorize these areas.

CONSIDER AND ACT UPON APPOINTMENT OF MUNICIPAL COURT JUDGES

Alderman Stone made the motion that Council reappoint Gerry Elias and Debra Herrera as judges for the city’s municipal court. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENT OF DEPARTMENT LIAISONS

After discussion, Alderman Cortez made the motion that Council approve the liaisons to stay the same as last year. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON HAVING CITY’S DELINQUENT TAX ROLL PRINTED IN THE CITY’S OFFICIAL NEWSPAPER

Alderman Stone made the motion that Council approve the printing of the city’s delinquent tax roll in the Leader News. Seconded by Alderman Farmer. Passed unanimously.
ACTION ITEMS (CONT.)

CONSIDER AND ACT UPON PROPOSED AMENDMENTS TO 2013-2014 BUDGET
City Secretary Josie Campa told Council that the Construction Fund budget needs to be amended due to a payment made at the last part of the last fiscal year on the police station. She said the disbursements and transfer need to be $60,800.00 less. Alderman Sanders made the motion that Council approve this request. Seconded by Alderman Stone. Passed unanimously.

INFORMATIONAL ITEMS

UPDATE ON PLANS AND GOALS
City Secretary Josie Campa reviewed the status of the city’s plans and goals. Alderman Keith told Council he would like to see screens mounted in Council chamber. Alderman Keith told Council he would like to see the plans and goals on the city’s website and goals accomplished, too. Barrett House was asked to work on this item.

REPORT FROM BARRETT HOUSE ON CITY’S ON GOING PROJECT
Barrett House gave a power point presentation on city’s ongoing projects and said there might be a rain delay on the Gidley property renovations.

DEPARTMENTAL REPORTS

ANIMAL CONTROL DIRECTOR’S REPORT
Animal Control Director Betty Kroeger reviewed her written report with Council.

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 it had been a quiet month.

He said Richard Hughes is knocking down two houses by his bar.

Mr. Traeger told Council that a 12-inch Oak tree had been taken out by the contractor doing work at the dental office, and they will have to either replace it or pay to the tree mitigation fund.

The City Secretary mentioned a water meter change out program for the Code Compliance Officer to work on and Mayor Bowen said he has talked to James McGrath about new meters. The attorney cautioned Council about this item not being on the agenda.

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

1 - 146 work orders completed;
2 - 4 new water services installed;
3 - 1 service leak was fixed;
PUBLIC WORKS DIRECTOR’S REPORT (CONT.)
4 - replaced one service line;
5 - flushed one water line;
6 - 1 yard leak reported to customer;
7 - 2 water leaks found on customer’s side;
8 - large water leak by Joe Carter was fixed; and
9 - street patching material is in.

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

CITY SECRETARY’S REPORT
City Secretary Josie Campa told Council that Verlon Caraway, the former City Fire Marshal had died and that the city sent a memorial.

The Secretary also told Council that a Spurs Spirit Rally would be held on Thursday before Game 4 at the HEB parking lot.

The City Secretary then reviewed her written report with Council.

MAYOR’S REPORT
Mayor Bowen told everyone that the Police Station ribbon cutting had a great turnout and most were dignitaries.

The Mayor told Council that the city continues to get a lot of compliments on the ball fields.

Mayor Bowen reminded everyone that Paws of Summer is coming up in July.

Mayor Bowen asked Sam Parks for an update on his building and was told that by the end of the month they should be in the building and that Zumba classes will also be held there.

Meeting adjourned at 9:35 p.m.