Minutes of Regular Meeting held August 11, 2014

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Ruble Farmer, Ward Sanders, 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; Code Compliance Officer Scott Traeger; Assistant City Attorney Chris Schuchart; Library Director Cassandra Cortez. Aldermen Kevin Keith and Jerry Stone were absent.

Visitors: Wade Steele, Pat Harrison, John Smith, Maria C. Avila, Joe Villarreal, Rudy Ruiz, Buck Russell, Juan Jaime, Donna Fisher, Chuck Bayne, Jeff Smith, Olga and Richard Sharer, Larry Sanders, Mr. and Mrs. Uvaldo Ramirez, Mr. and Mrs. Daniel Gamez, Patricia Gamez, Melanie Gamez, Cynthia Reyna, Mary Ramirez, Bryan Mask, Sam Parks, Gordon Hanson, Luz Moreno-Lozano, Barrett House.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Bowen called the meeting to order at 6:33 p.m. and led everyone in the Pledge of Allegiance to the flag.

VISITORS’/CITIZENS’ COMMENTS
Police Chief Richard Priest presented a 10-year service plaque to Uvaldo Ramirez.

Buck Russell from Union Pacific Railroad presented a Good Samaritan plaque to Police Officer Daniel Gamez, and explained the incident that occurred and Officer Gamez responded to.

Donna Fisher from the Atascosa County Family Crisis Center told about their organization and gave each Council member a brochure.

Sam Parks told Council that the Grand Opening for Fitness for Life Center will be on September 5th from 10 a.m. to 2 p.m. and invited Council to attend.

CONSENT AGENDA
A. APPROVAL OF MINUTES OF REGULAR MEETING HELD JULY 14, 2014
B. APPROVAL OF PAYMENT OF BILLS
Alderan Cortez made the motion that Council approve the minutes of the July 14th regular meeting and payment of the bills, as presented. Seconded by Alderman Farmer. Passed unanimously.

ACTION ITEMS
A. CONSIDER AND ACT UPON RECOMMENDATION FROM MOBILE HOME COMMISSION ON REQUEST FROM MARIA C. AVILA
Alderan Sanders made the motion that Council approve the recommendation from the Mobile Home Commission on the request from Maria C. Avila. Seconded by Alderman Farmer. Passed unanimously.
ACTION ITEMS (CONT.)

B. CONSIDER AND ACT UPON REQUESTS FROM VFW POST #12041 FOR SPONSORING FREEDOM WALK AND FREEDOM FESTIVAL AND USE OF CITY PARK FOR SAID EVENT
Larry Sanders, Commander for Lytle VFW Post #12041, requested $10,000.00 for this year’s Freedom Festival. He told Council that a walk will be held first on Saturday, September 13th and then vendors will come in to start the festival. Mr. Sanders told Council of the events that will be held that day and listed some of the performers. Mr. Sanders also requested the city pay for the generators for this event. After discussion, Alderman Farmer made the motion that Council grant Mr. Sanders requests for $10,000.00 and cost of generators. Seconded by Alderman Cortez. Passed unanimously.

C. DISCUSS, CONSIDER AND ACT UPON REQUEST FROM W.R. GRIGGS CONSTRUCTION FOR VARIANCE FOR WATERING AT LYTLE ELEMENTARY SCHOOL
John Smith from Griggs Construction told Council they are requesting a variance of the water conservation ordinance since they are trying to get grass to grow at the new elementary school. City Secretary Josie Campa told Council she had talked to someone at Edwards Aquifer Authority that said Council could do this, but to be very careful. The City Secretary told Council that she feels there should be stipulations, so as to discourage this practice in the future. She suggested that if Council approves variance that Mr. Smith’s company be responsible for paying any Edward Aquifer Authority overpumping fines the City is assessed with at the end of the year. Mr. Smith told Council they would only water every other night from the hours of 10 p.m. to 5 a.m. if their request is approved. After discussion, Alderman Sanders made the motion that Council grant the variance to Griggs Construction with the stipulations that they water every other day during the hours between 10 p.m. and 5 a.m. and that they be charged for any Edward Aquifer Authority overpumping fines, if the city receives fines at the end of year. Seconded by Alderman Cortez. Passed unanimously.

D. DISCUSS, CONSIDER AND ACT UPON REQUEST FROM J. WADE STEELE TO SUPPLY CITY WITH NATURAL GAS AT A SAVINGS TO THE CITY
Wade Steele told Council that he is the President of 338 Oil Gas and introduced his colleague Pat Harrison. He told Council that significant gas reserves have been found in the area and that they would like to do a study to see if their company can serve the city’s gas system. Mayor Bowen gave Mr. Steele a questionnaire that was written by CPS Energy since they do the O & M of the city’s system. The Mayor told Mr. Steele to fill out the questionnaire and return it to the city, then CPS will review it and then we can all meet to discuss this possibility. No action was taken on this item.
ACTION ITEMS (CONT.)

E. CONSIDER AND ACT UPON APPROVAL AND ADDITIONAL FEES FOR MASK LANDSCAPE ARCHITECTURE DUE TO DRAWING REVISIONS
City Secretary Josie Campa showed Council a request from Mask Landscape Architecture for an additional fee of $1,740.00 due to additional work done on John Lott Park Renovation plans. Alderman Farmer made the motion that Council approve this request. Seconded by Alderman Cortez. Passed unanimously.

F. CONSIDER AND ACT UPON PROPOSAL FROM COMMUNITY DEVELOPMENT MANAGEMENT COMPANY, INC. TO UPDATE AND REVISE POPULATION AND LAND USE ASSUMPTIONS FOR CITY OF LYTLE IMPACT FEE ORDINANCE
Rudy Ruiz told Council that it has been seven (7) years that the impact fees were reviewed and State law requires a study to be done every five (5) or so years. He told Council in order to revise the impact fees a “Population and Land Use Assumption” must be done. He said Community Development Management’s cost for this study is $12,500.00. After discussion, Alderman Cortez made the motion that Council hire Community Development Management for this study. Seconded by Alderman Farmer. Passed unanimously.

G. CONSIDER AND ACT UPON PROPOSAL FROM COMMUNITY DEVELOPMENT MANAGEMENT TO PERFORM ECONOMIC STUDY FOR CITY OF LYTLE
Rudy Ruiz talked to Council about the need for an “Economic Study” for the city to have when businesses show an interest in relocating to our city. Mayor Bowen told Council he feels the city needs this for prospective companies. Mr. Ruiz told Council the cost for this study is $8,750.00. After discussion, Alderman Sanders made the motion that Council hire Community Development Management to complete an Economic Study. Seconded by Alderman Cortez. Passed unanimously.

The meeting was closed at 7:35 p.m. for Council to take a short break. The meeting was reopened at 7:48 p.m.

H. CONSIDER AND ACT UPON PROPOSAL FROM TRC TO DEVELOPMENT AND/OR REVISE THE REQUIRED CAPITAL IMPROVEMENTS PLAN
City Secretary Josie Campa presented the proposal from TRC for Impact Fee Update. This proposal totalled $25,400.00. After discussion, Alderman Farmer made the motion that Council approve this proposal from TRC. Seconded by Alderman Cortez. Passed unanimously.

I. CONSIDER AND ACT UPON PROPOSED CHANGES TO LIBRARY FEE POLICIES
Library Director Cassandra Cortez asked Council to consider increasing the late fee from 5¢ a day for children and 10¢ a day for adults to 25¢ per day for all patrons and allowing three (3) DVDs to be checked out for 5-day period instead of two (2). Ms. Cortez asked for October 1st to be the effective date. After discussion, Alderman Farmer made the motion that Council approve these changes as per the director’s request. Seconded by Alderman Sanders. Passed unanimously.
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ACTION ITEMS (CONT.)

J. CONSIDER AND ACT UPON LIBRARY DIRECTOR’S REQUEST TO ALLOW
LIBRARY TO HAVE A GOURMET POPCORN FUNDRAISER
Library Director Cassandra Cortez told Council she and her employees would like to sell popcorn
as a fundraiser for the library. She said this fundraiser was shown at the Texas Library
Association Conference and has proven very successful for other libraries. After discussion,
Alderman Farmer made the motion that Council grant the Library Director’s request to have a
library fundraiser selling popcorn. Seconded by Alderman Sanders. Passed unanimously.

K. CONSIDER AND ACT UPON BIDS RECEIVED ON STREET IMPROVEMENT
PROJECT
City Secretary Josie Campa told Council of the bids received for the street improvement project.
The bids were as follows:

<table>
<thead>
<tr>
<th>Company</th>
<th>Bid Amount</th>
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<tbody>
<tr>
<td>J &amp; P Paving Co., Inc.</td>
<td>$62,981.39 (ALL)</td>
</tr>
<tr>
<td></td>
<td>$49,265.23 (1st 3 STREETS)</td>
</tr>
<tr>
<td>AJ Commercial Services</td>
<td>$65,567.59*</td>
</tr>
<tr>
<td>dba ASC Paving</td>
<td></td>
</tr>
<tr>
<td>Clark Construction</td>
<td>$79,105.25</td>
</tr>
</tbody>
</table>

*DENOTES: PRICE DOES NOT INCLUDE MARKINGS ON N. BENTON
FOR RAILROAD CROSSING

Alderman Sanders made the motion that Council approve the bid from J & P Paving Company
for all four of the streets. Seconded by Alderman Cortez. Passed unanimously.

L. CONSIDER AND ACT UPON BRUSH PICK-UP SERVICE FOR NEXT FISCAL
YEAR
City Secretary Josie Campa told Council that it is time for the brush pick-up contract to expire
and this service needs to be put out for bid since it exceeds $50,000.00. Alderman Sanders made
the motion that the city advertise for bids for brush pick-up service. Seconded by Alderman
Farmer. Passed unanimously.

INFORMATION ITEMS

A. UPDATE ON PLANS AND GOALS
Bryan Mask gave a power point presentation for the renovations at John Lott Park.

Council was told that Layne will be out to work on well #3 in a couple of weeks.

The City Secretary told Council that the construction at City Hall has been halted for asbestos
testing and once results are received project will resume.
INFORMATIONAL ITEMS (CONT.)
A. UPDATE ON PLANS AND GOALS (CONT.)
City Secretary Josie Campa told Council that the first meeting for technology improvements has been held and more meetings will be held and conversion started over the next several weeks.

The City Secretary told Council she had talked to Art Com about the screen for the Council chamber and that Art Com has ordered the stuff for camera and phone systems.

B. REPORT FROM BARRETT HOUSE ON CITY’S ON GOING PROJECTS
Barrett House gave a power point presentation on the progress at the Gidley property.

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

Mrs. Kroeger told Council that Paws of Summer had earned $17,600.00 and that Pam Harris has donated $400.00 to make it an even $18,000.00.

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

C. CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Officer Scott Traeger told Council it has been very dry and the city is pumping quite a bit of water. He said that most people are hand watering to keep trees alive.

Mr. Traeger told Council he is working on getting a yard in Coal Mine cleaned of debris and property on Wisdom Road cleaned up.

Mr. Traeger told Council he is checking to see that swimming pools have evaporative covers as called for in the drought restrictions.

The Code Compliance Officer told Council that Stage 4 restrictions will be in place soon and talked about possible Stage 5 restrictions.

The officer also told Council that the Assistant City Attorney had told him he can move forward with trying to do something about the eyesore on Main Street.

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

1 - 215 work orders completed in July;
2 - 3 water meters fixed;
3 - 2 angle stops replaced;
DEPARTMENTAL REPORTS (CONT.)
D. PUBLIC WORKS DIRECTOR'S REPORT (CONT.)
4 - 4 customer water leaks found;
5 - 1 water service line replaced;
6 - 1 sewer stoppage was unclogged;
7 - work on sewer plant will start as soon as parts are received;
8 - CPS installed gas meter at Elementary School that will be set at 5 pounds;
9 - garden will be started when school starts and land has been cleared; and
10 - TCEQ water inspector checked out water system and will send letter on violations.

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

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

The City Secretary told Council that the 2014 effective tax rate for the city is $0.3456.

G. MAYOR’S REPORT
Mayor Bowen told Council that Gary Hack is making a lot of improvements on Main Street.

The Mayor told Council that the slab for the new dental office was poured.

Mayor Bowen told Council that Devine Mayor Bill Herring and his Council are working hard at trying to get companies to locate in Devine and that Lytle has to work on this too to stay ahead.

The Mayor told Council that a business will be moving into the old HEB building.

Mayor Bowen told Council HEB is talking about expanding the convenience store.

Meeting adjourned at 9:18 p.m.