Minutes of Regular Meeting held June 8, 2015

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

Visitors: John Svab III, Mr. & Mrs. Bictor Zamora, Amado Zamora, Chuck Bayne, Ernie Kroeger, Sam Parks, Bryan Mask, Ralph Weaver, Sean Leonard, Frank Jaster, Greg Smith, Jesse Camarillo.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Bowen opened the meeting at 6:30 p.m. and led everyone in the pledge of allegiance.

VISITORS'/CITIZENS' COMMENTS
Ralph Weaver talked to Council about his daughter not being able to get water turned on at the property he sold her a few years ago without deed. The City Secretary told him to have his daughter come back in and if the property is in her name on the tax roll she will not need a deed to turn water on.

APPROVAL OF MINUTES AND APPROVAL OF PAYMENT OF BILLS
Alderman Sam Cortez made the motion that Council approve the minutes from the regular meeting and public hearing held May 11th and the workshop held May 18th, and the bills, as presented. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM CIVIL ENGINEERING CONSULTANTS, CEC TO CONDUCT A PAVEMENT MANAGEMENT/ASSESSMENT SURVEY
John Svab III thanked Council for allowing him to talk to them about a street pavement assessment. He then introduced Frank Jaster and Greg Smith from Civil Engineering Consultants, CEC. He then reviewed the pavement management program his company has and each of the three men answered questions about their program. Mr. Svab told Council that the city would have to request proposals from engineering companies and then they will submit their qualifications and proposal. They told Council that they could determine how detailed a program they want, and estimated a program for Lytle could cost 40 to 50 thousand dollars. After more discussion, Alderman Cortez made the motion that Council go out for RFPs for this type of project. Seconded by Alderman Keith. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM TEXAS STAR SEALCOATING FOR REPAIR AND MAINTENANCE OF POTHOLES ON CITY STREETS
Mayor Bowen told Council that he asked Bictor Zamora to submit a proposal for patching potholes in the city. Mr. Zamora told Council his proposal to patch potholes was to provide labor and equipment to patch the potholes for $125.00 per hour and the city provide the materials. He said that due to the amount of potholes in the streets, it would probably take about
CONSIDER AND ACT UPON PROPOSAL FROM TEXAS STAR SEALCOATING FOR REPAIR AND MAINTENANCE OF POTHOLES ON CITY STREET (CONT.)
a week to finish this project. Alderman Farmer made the motion that Council approve this proposal. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON APPOINTING COMMITTEE FOR OVERSEEING HOW BUILDINGS ARE BUILT AND/OR RENOVATED ON THE CITY’S MAIN THOROUGHFARES
Council discussed appointing a committee to oversee how buildings are renovated or built in the city’s Main Street area. City Attorney Tom Cate told Council there are two ways to control this, one is zoning and the second is the building code. Mr. Cate reviewed the handout he gave Council for this topic. Mr. Cate told Council they will need to hold public hearings to come up with ideas for Main Street and then the committee will have to run it through the Zoning Commission. Mr. Cate told Council this would be a long drawn out process. After discussion, the City Secretary told Council she could place this topic in the newsletter to see if the city gets volunteers for this committee. Alderman Sanders made the motion that the Council have a committee to come up with ideas for overlay ordinances for the downtown area. Seconded by Alderman Keith. Passed unanimously.

Council took a short break at 7:42 p.m. and reconvened at 7:55 p.m.

CONSIDER AND ACT UPON REQUEST FROM BEXAR COUNTY FOR THE CITY OF LYTLE TO JOIN THE PARTNERSHIP FOR THE NEXT THREE YEARS URBAN COUNTY ENTITLEMENT PERIOD
Alderman Keith made the motion that Council vote no to joining the partnership for the next three year period of the Urban County Entitlement program. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF ORDINANCE APPROVING REZONING CHANGE APPROVED AT MAY COUNCIL MEETING
Alderman Farmer made the motion that Council adopt the Ordinance approving the zoning change approved in May. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON POLICE CHIEF’S REQUEST TO CONSIDER SALARY INCREASES FOR PEACE OFFICERS
Police Chief Richard Priest gave a presentation to Council on police department salaries and showed comparisons with other departments. After this presentation, Alderman Sanders made the motion that Council approve the Chief’s request and the police officers be given the raises the Chief had proposed. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENT OF DEPARTMENT LIAISONS
Alderman Keith made the motion that Council liaisons stay the same as last year. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER AND ACT UPON HAVING CITY'S DELINQUENT TAX ROLL PRINTED IN THE CITY'S OFFICIAL NEWSPAPER
Alderman Keith made the motion that Council approve the publications of the city's delinquent tax roll in the city's official newspaper. Seconded by Alderman Cortez. Passed unanimously.

UPDATE ON PLANS AND GOALS
City Secretary Josie Campa gave Council members copies of the spreadsheet for the plans and goals for the next five years. Alderman Sanders asked if the Police Chief and Lieutenant Dear could help the other department heads with their reports by showing them the template they are using.

City Secretary Josie Campa gave Council an update on plans and goals still in the works.

Bryan Mask gave Council an update on the park renovation project.

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

LIBRARY DIRECTOR'S REPORT
Library Director Cassandra Cortez presented her written report to Council and reviewed it with them.

CODE COMPLIANCE OFFICER'S REPORT
Code Compliance Officer Scott Traeger showed Council pictures of an oak tree that is dying and voiced his concerns about the fill being brought in to Mr. Garcia's property.

Mr. Traeger told Council that the Tots to Teen owner had removed a tree before construction and have replaced it with numerous trees and bushes.

The Code Compliance Officer told Council he is trying to get food handlers permits from all the restaurants in the city and has given everyone a month to get them to the city.

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

1 - 142 work orders were completed last month;
2 - 1 new water meter was installed;
3 - 6 inch water main leak was repaired;
4 - 1 water leak was repaired at Lake Shore;
5 - 2 sewer stoppages were unclogged;
6 - 1 customer sewer stoppage was unclogged;
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PUBLIC WORKS DIRECTOR’S REPORT (CONT.)
7 - crew has been mowing, weedeating and patching streets;
8 - will be reviewing plans for public works shop with engineer; and
9 - has talked to company about making presentation on electronic water meters at the July Council meeting.

POLICE CHIEF’S REPORT
Police Chief Richard Priest gave a power point presentation on his Chief’s report.

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

MAYOR’S REPORT
Mayor Bowen reported to Council that he had attended the ribbon cutting ceremonies for Great Clips and the Lil’ Red Schoolhouse.

The Mayor told Council that the Hack building is coming along and will house several businesses.

The Mayor told Council that about 5000 people attended the St. Andrews Church Festival and it had been very successful.

Meeting adjourned at 9:36 p.m.