Minutes of Regular Meeting held July 13, 2015

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


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

VISITORS/CITIZENS’ COMMENTS
Beverly McCune asked Council about having events such as bingo at the Gidley house, and volunteered to help with this. Mayor Bowen told Mrs. McCune that Council is looking at what can be done with the Gidley house, and thanked Mrs. McCune for volunteering.

CONSIDER APPROVAL OF MINUTES OF REGULAR MEETING HELD JUNE 8, 2015
AND CONSIDER APPROVAL OF PAYMENT OF BILLS
Alderman Farmer made the motion that Council approve the minutes of the June 8th regular meeting and payment of the bills, as presented. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSALS FROM FISHER HECK ARCHITECTS ON
CONCEPT DESIGN SERVICES FOR CITY HALL AND FEASIBILITY STUDY FOR
GIDLEY HOUSE
Bryan Mask introduced Louis Fisher and Mark Navarro to Council and said he had invited them to look at City Hall and the Gidley house. Mr. Fisher reviewed their proposal for the City Hall and the Gidley house with Council, and said they would make a final report to Council with their findings. The cost for these services would be $6,250.00 for City Hall and $3,900.00 for the Gidley house. Alderman Stone asked about reimbursement costs. Mr. Fisher told Council that these costs would be about $250.00 for projects of this size. Alderman Sanders said that before Council takes action he would like to see some of their work. After discussion, no action was taken on this item and the Mayor asked that this item be on the August agenda.

CONSIDER AND ACT UPON PROPOSAL FROM TEXAS FLEET FUEL FOR
PROVIDING SERVICES FOR FUEL PROGRAM FOR CITY’S FLEETS
Justin Upshaw told Council he had talked to the City Secretary about the possibility of the City getting their gasoline through Texas Fleet Fuel. He told Council that the price of gas would be cut by at least 18¢ per gallon. Mr. Upshaw described their card fuel program and said the cost savings and the reporting are the reasons so many entities are going with Texas Fleet Fuel.
CONSIDER AND ACT UPON PROPOSAL FROM TEXAS FLEET FUEL FOR PROVIDING SERVICES FOR FUEL PROGRAM FOR CITY’S FLEETS (CONT.)
Mr. Upshaw told Council there are several stations in Lylte that accept the Texas Fleet Fuel card, so, we would still be buying from locals. After discussion, Alderman Stone made the motion that Council approve going with this program for purchasing gasoline for the city fleets. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM BO CALLAWAY TO WAIVE REQUIREMENTS FOR EXCAVATIONS
Bo Callaway talked to Council about the excavation ordinance insurance requirements. Mr. Callaway told Council that the State only requires him to have $2,000,000.00 (two million dollars) in personal injury insurance and said it would be too expensive to get the $5,000,000.00 (five million dollars) called for in the city’s new ordinance. After discussion, Alderman Sanders made the motion that Council approve amending the city ordinance to call for $2,000,000.00 (two million dollars) for personal injury insurance for plumbers and it stay at $5,000,000.00 (five million dollars) for utility contractors, and that Mr. Callaway be given a waiver at this time. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR A FESTIVAL IN THE CITY OF LYLTE AREA-MIGUEL AGUILAR
Miguel Aguilar talked to Council about a festival that a committee is working on for Lylte. Mr. Aguilar told Council he has always envisioned a festival like Poteet’s for Lylte and a festival that would last three days. Mr. Aguilar says he has a music entertainment company and he could help a festival with his knowledge. He said the committee is looking at having the festival on the 12 acres owned by Richard Hughes behind Baby Huey’s on Hwy 132. Mr. Aguilar said the festival would be for giving scholarships to kids at Lylte I.S.D. and that he would hope to build this to where a student could get a full scholarship. He told Council the committee is shooting for 2016 or 2017, and they are asking for the city’s backing. The neighbors on the back side of the Hughes’ property were in attendance and Angela Perdue told Council this festival would be in her backyard as it would for the other three property owners and they do not want it. Ms. Perdue said there would be problems with parking, security and noise. Mr. Aguilar told Council the location might have to be moved and maybe the park could be used. After a lengthy discussion, the Mayor suggested the committee look at other options for the festival and get back to the Council. No action was taken.

The Council took a short break at 7:35 p.m. and reconvened at 7:48 p.m.

CONSIDER AND ACT UPON PRESENTATION BY HD WATERWORKS CONCERNING CITY’S WATER METERS
Mayor Bowen told Council that the Director of Public Works has been talking about smart water meters for a while, and they had gone to Kerrville to look at a water system with these meters. The Mayor told Council they had asked HD Waterworks to make a presentation to Council at this meeting and turned it over to the HD reps. Shellie Brinkman talked to Council about the
CONSIDER AND ACT UPON PRESENTATION BY HD WATERWORKS CONCERNING CITY’S WATER METERS (CONT.)
Neptune metering system and said these meters are 100% American made. She told Council about how the system works and that this system can grow with the city. She told Council about the levels of support their company would give the city at no charge if the city goes with the Neptune system. Ms. Brinkman said the city could budget these meters for 10 to 20 years. Kevin Clagett told Council that with the Neptune system, 72 meters per second can be read. He also said the city already has several bottom parts of the meters and would just need to purchase the top part if the city decides to go with this system. Both of the HD reps talked about the accuracy of their water meters and the 20 year warranty. The City Secretary asked about the cost for these meters. Mr. Clagett said the whole meter would cost $210.00 and the top half will cost $175.00. Mr. Clagett told Council HD could have these meters installed, too and the cost would be $40.00 to $45.00 per meter. Mr. Clagett said indexes for gas meters would cost $180.00 for each meter. Mayor Bowen thanked both of the HD reps for their presentation. No action was taken on this item.

CONSIDER AND ACT UPON REQUEST FOR A VARIANCE ON THE SUBDIVISION ORDINANCE-BRAD BOYD FOR GEORGE PYRON, JR. AND DR. JOANNA AYALA
Brad Boyd told Council that Dr. Joanna Ayala had bought the Trouart property for her dentist office and is needing to purchase a small piece of land for additional parking. Mr. Boyd presented a plat to Council and requested Dr. Ayala be given a variance of the subdivision ordinance requirements. Alderman Sanders made the motion that Council grant the requested variance. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON RESOLUTION ELECTING NOT TO REQUIRE THE REMITTANCE OF A PEG FEE BY HOLDERS OF A STATE ISSUED CERTIFICATE OF FRANCHISE AUTHORITY
City Attorney Tom Cate explained to Council about the PEG resolution and recommended that Council waive this 1% fee that would amount to very little and be restricted for use. Alderman Cortez made the motion that Council adopt this resolution. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON STREETS TO BE RETOPPED AND ADVERTISING FOR BIDS FOR THIS PROJECT
Council discussed the streets to be considered for improvements. They agreed that the streets to be considered this year were: Live Oak Street from Norvell to end, Houston Street from N. Prairie to Dawson; Dawson Street from Cottage Street to Adams Street; Easy Street and D’Hanis from Cottage to Adams. Alderman Sanders made the motion that Council approve these streets for the retopping project in this order. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER AND ACT UPON PROPOSED AMENDMENTS TO 2014-2015 BUDGET
City Secretary Josie Campa proposed the following amendments to the 2014-2015 budget:

ANIMAL CONTROL FUND

**Revenues**
Transfer from General  -  + $ 7,000.00

**Expenditures**
Salaries  -  + $ 5,000.00
Overtime Pay  -  + $ 1,000.00
Social Security  -  + $ 400.00
Group Insurance  -  + $ 1,400.00
Retirement  -  + $ 500.00
Materials & Supplies  -  + $ 1,000.00
Food for Animals  -  - $ 1,000.00
Repairs & Maintenance  -  + $ 1,000.00
Gasoline & Oil  -  - $ 1,000.00

**TOTAL ADDED EXPENDITURES**  -  + $ 8,300.00

**TOTAL REVENUES**  -  $154,700.00
**TOTAL EXPENDITURES**  -  $154,110.00
**NET REVENUE**  -  $ 590.00

CONSTRUCTION FUND

**Revenues**
Transfer from Tourism Revenues  -  + $ 35,000.00

**Expenditures**
Playground Equipment  -  + $ 36,000.00
Change Orders  -  + $ 10,000.00

**TOTAL REVENUES**  -  $697,770.00
**TOTAL EXPENDITURES**  -  $690,500.00
**NET REVENUE**  -  $ 7,270.00

LIBRARY FUND

**Revenues**
Nothing Added

**Expenditures**
Supplies  -  + $ 1,000.00
CONSIDER AND ACT UPON PROPOSED AMENDMENTS TO 2014-2015 BUDGET (CONT.)

City Secretary Josie Campa proposed the following amendments to the 2014-2015 budget:

**LIBRARY FUND (CONT.)**

- **TOTAL REVENUE**
  - $155,600.00
- **TOTAL EXPENDITURES**
  - $155,380.00
- **NET REVENUE**
  - $220.00

**SEWER FUND**

*Revenue*

For Engineering Fees

Transferred from Impact Fee Fund

- + $3,810.00

*Expenditures*

Engineering Fees

Permit Fees

Misc Fees

- + $4,725.00
- + $1,200.00
- - $1,500.00

**TOTAL ADDED EXPENDITURES**

- $4,425.00

**TOTAL REVENUES**

- $318,910.00

**TOTAL EXPENDITURES**

- $318,693.75

**NET REVENUE**

- $216.75

**GAS FUND**

*Revenues*

No Amendments

*Expenditures*

Salaries

Overtime Pay

Gas Purchases for System

- + $10,000.00
- + $7,000.00
- - $18,000.00

**TOTAL EXPENDITURES**

- - $1,000.00

**TOTAL REVENUES**

- $463,200.00

**TOTAL EXPENDITURES**

- $461,750.00

**NET REVENUE**

- $1,450.00
CONSIDER AND ACT UPON PROPOSED AMENDMENTS TO 2014-2015 BUDGET (CONT.)
City Secretary Josie Campa proposed the following amendments to the 2014-2015 budget:

**WATER FUND**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Water Fees</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Transfer From Water</td>
<td>+ $8,000.00</td>
</tr>
<tr>
<td>Engineering Fees-Impact Fee Study</td>
<td>$3,810.00*</td>
</tr>
<tr>
<td>Engineering Fees-Well #3</td>
<td>$25,000.00*</td>
</tr>
<tr>
<td>Well #3 Study</td>
<td>$94,500.00*</td>
</tr>
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</table>

**TOTAL ADDED FROM IMPACT FEE FUND** - $123,310.00

**TOTAL REVENUES** - +$106,310.00

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>+ $5,000.00</td>
</tr>
<tr>
<td>Engineering Fees</td>
<td>+ $25,000.00</td>
</tr>
<tr>
<td>Aquifer Fees</td>
<td>- $2,500.00</td>
</tr>
<tr>
<td>Misc. Equipment</td>
<td>- $2,500.00</td>
</tr>
<tr>
<td>Reserve for Storage</td>
<td>- $10,000.00</td>
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<tr>
<td>Capital Improvements</td>
<td>+ $94,500.00</td>
</tr>
<tr>
<td>Repairs &amp; Maintenance</td>
<td>+ $2,000.00</td>
</tr>
<tr>
<td>Electricity</td>
<td>- $8,000.00</td>
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**TOTAL EXPENDITURES ADDED** - $106,500.00

**TOTAL REVENUES** - $629,310.00

**TOTAL EXPENDITURES** - $628,800.00

**NET REVENUE** - $510.00

**GENERAL FUND**

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Hotel/Motel Tax</td>
<td>- $15,000.00</td>
</tr>
<tr>
<td>Franchise Taxes</td>
<td>+ $20,000.00</td>
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<tr>
<td>Sales Tax</td>
<td>+ $50,000.00</td>
</tr>
<tr>
<td>KTB Grant Proceeds</td>
<td>+ $500.00</td>
</tr>
<tr>
<td>Garbage Fees</td>
<td>+ $10,000.00</td>
</tr>
<tr>
<td>Fines</td>
<td>- $110,000.00</td>
</tr>
<tr>
<td>Perdue Fines Collected</td>
<td>+ $20,000.00</td>
</tr>
<tr>
<td>Omnibase Fines</td>
<td>- $5,000.00</td>
</tr>
<tr>
<td>Police Officer Allocations</td>
<td>+ $1,000.00</td>
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</tbody>
</table>

**TOTAL REVENUES** - - $28,500.00
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CONSIDER AND ACT UPON PROPOSED AMENDMENTS TO 2014-2015 BUDGET
(CONT.)
City Secretary Josie Campa proposed the following amendments to the 2014-2015 budget:

**GENERAL OPERATING DEPT.**

<table>
<thead>
<tr>
<th>Item</th>
<th>Change</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tax Collection System</td>
<td>+</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>Janitor Supplies</td>
<td>-</td>
<td>$ 500.00</td>
</tr>
<tr>
<td>Election Expense</td>
<td>-</td>
<td>$ 4,800.00</td>
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**TOTAL EXPENDITURES**

- $ 4,800.00

**PUBLIC SAFETY DEPT.**

<table>
<thead>
<tr>
<th>Item</th>
<th>Change</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Salaries</td>
<td>+</td>
<td>$ 12,000.00</td>
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<tr>
<td>Insurance</td>
<td>-</td>
<td>$ 1,400.00</td>
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<tr>
<td>Legal Fees</td>
<td>-</td>
<td>$ 8,000.00</td>
</tr>
<tr>
<td>Perdue Collection Fees</td>
<td>+</td>
<td>$ 3,000.00</td>
</tr>
<tr>
<td>Police Supplies</td>
<td>+</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>Repairs &amp; Maintenance</td>
<td>+</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>System Repairs &amp; Maintenance</td>
<td>-</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>Gasoline</td>
<td>-</td>
<td>$ 8,000.00</td>
</tr>
<tr>
<td>Telephone</td>
<td>+</td>
<td>$ 8,000.00</td>
</tr>
<tr>
<td>POA Training</td>
<td>+</td>
<td>$ 1,000.00</td>
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<tr>
<td>Municipal Court Fees</td>
<td>-</td>
<td>$ 20,000.00</td>
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**TOTAL EXPENDITURES SUBTRACTED FROM PUBLIC SAFETY DEPT.**

- $ 12,400.00

**PUBLIC WORKS DEPT.**

<table>
<thead>
<tr>
<th>Item</th>
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</thead>
<tbody>
<tr>
<td>Overtime Pay</td>
<td>+</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>Supplies</td>
<td>-</td>
<td>$ 3,000.00</td>
</tr>
<tr>
<td>Repairs &amp; Maintenance</td>
<td>-</td>
<td>$ 6,000.00</td>
</tr>
<tr>
<td>Street Repairs</td>
<td>+</td>
<td>$ 3,000.00</td>
</tr>
<tr>
<td>Insurance</td>
<td>+</td>
<td>$ 700.00</td>
</tr>
<tr>
<td>Telephone</td>
<td>+</td>
<td>$ 400.00</td>
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</table>

**TOTAL EXPENDITURES SUBTRACTED FOR PUBLIC WORKS DEPT.**

- $ 3,900.00

**CULTURE & RECREATION DEPT.**

<table>
<thead>
<tr>
<th>Item</th>
<th>Change</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Senior Activities</td>
<td>-</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>Center Maintenance</td>
<td>+</td>
<td>$ 800.00</td>
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<tr>
<td>Annex Maintenance</td>
<td>+</td>
<td>$ 1,600.00</td>
</tr>
<tr>
<td>Museum Expense</td>
<td>-</td>
<td>$ 500.00</td>
</tr>
</tbody>
</table>
CONSIDER AND ACT UPON PROPOSED AMENDMENTS TO 2014-2015 BUDGET (CONT.)
City Secretary Josie Campa proposed the following amendments to the 2014-2015 budget:

CULTURE & RECREATION DEPT. (CONT.)
Tourism Promotion - $ 15,000.00
Misc. Expense - $ 500.00

TOTAL EXPENDITURES SUBTRACTED FROM CULTURE & RECREATION DEPT. - $ 14,400.00

TOTAL REVENUES GENERAL FUND $ 2,388,000.00
TOTAL EXPENDITURES GENERAL FUND $ 2,387,635.00
NET REVENUE $ 365.00

Alderman Cortez made the motion that these amendments be approved by Council. Seconded by Alderman Stone. Passed unanimously.

UPDATE ON PLANS AND GOALS
City Secretary Josie Campa told Council that Layne Company is working on Well #3, and we should know something soon. The City Secretary gave Council an undate on the technology upgrades for utility billing and municipal court.

Bryan Mask gave Council an update on John Lott park and said the contractor is giving August 23rd as the completion date. He told Council that the park is 90% complete and the N. Somerset Street entrance is most of what is needing to be completed.

ANIMAL CONTROL DIRECTOR’S REPORT
Animal Control Director Betty Kroeger gave a power point presentation to Council.

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

PUBLIC WORKS DIRECTOR’S REPORT
Director of Public Works James McGrath gave Council a power point presentation and gave them his report in writing.

POLICE CHIEF’S REPORT
Police Chief Richard Priest presented a power point report to Council.

CITY SECRETARY’S REPORT
City Secretary Josie Campa reviewed her written report with Council.
MAYOR'S REPORT
Mayor Bowen told Council that Bictor and Amado Zamora have patched 330 holes.

The Mayor said the fire works were great on the 4th of July.

Mayor Bowen reminded everyone about the Paws of Summer on Saturday, July 18th.

Meeting adjourned at 9:55 p.m.