Minutes of Regular Meeting held October 12, 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; Code Compliance Officer Scott Traeger; Library Director Cassandra Cortez; Fire Marshal Matt Dear. Alderman Keith was absent.

Visitors: Dwayne Hart, Aaron Neumann, Mr. & Mrs. Butch Shoemaker, Bob Cohen, Ernie Kroeger, Derek Evans, Bictor Zamora, Bridget Barron, Sam Parks.

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
Butch Shoemaker read a statement to Council concerning the sewer line that was extended to his property. Mayor Bowen told Mr. Shoemaker and Council that they will come back to this matter since it is on the agenda.

APPROVAL OF MINUTES AND APPROVAL OF PAYMENT OF BILLS
Alderman Cortez made the motion that Council approve the minutes of the meetings held September 14th, 21st and 28th and payment of the bills, as presented. Seconded by Alderman Stone. Passed unanimously.

BOB COHEN-COMMZOOM-INTRODUCTION OF COMMZOOM, LLC TO MAYOR AND COUNCIL AND DESCRIPTION OF SERVICES THEY WILL BE OFFERING TO CITY AND THE BENEFITS TO THE COMMUNITY
Bob Cohen from CommZoom introduced himself to Council and told about all the company has done over the past year to improve service since buying Reach Broadband. Mr. Cohen gave a power point presentation to show Council what CommZoom has done for the Lytle area and the services that are now available. Mr. Cohen answered several questions from members of the Council.

DWAYNE HART-CONSIDER AND ACT UPON REQUEST FROM DENTAL OFFICE FOR VARIANCE OF SUBDIVISION ORDINANCE TO ALLOW FOR ADDITIONAL PARKING BEHIND NEW PEDIATRIC DENTAL OFFICE AT 19315 MCDONALD STREET
Dwayne Hart representing Tex Med Build asked for a variance for Dr. JoAnn Ayala. It was determined that Brad Boyd had already obtained this variance and no action was needed.
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AARON NEUMANN, P.E. MATKIN HOOVER-CONSIDER AND ACT UPON APPROVAL OF MASTER PLAN FOR THE 102 ACRE TRACT OWNED BY DURHAM AND DICKERSON
Aaron Neumann of Matkin Hoover showed Council the master plan for Saddle Ridge Estates. He told Council the first phase would be for seven (7) commercial properties and they will plat these first. City Attorney Tom Cate told Council he wanted them to deny the plat, but can approve the concept for the master plan. Mr. Neumann told Council they would submit a plat for approval for each of the phases. Alderman Stone made the motion that Council not approve the sketch presented by Mr. Neumann as a subdivision plat, but approve its concept for a master plan contingent upon our engineer’s approval. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON VOTING LOCATION CONTRACT WITH ATASCOSA COUNTY ELECTION ADMINISTRATION OFFICE
Alderman Cortez made the motion that Council approve the contract with the Atascosa County Elections Administrator. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM ATASCOSA FAMILY CRISIS CENTER, INC. FOR FUNDING ALLOCATED IN 2015-2016 BUDGET
Alderman Stone made the motion that Council support the Atascosa Family Crisis Center with $2,000.00 this year. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON ADOPTING RESOLUTION APPOINTING MEMBER TO ATASCOSA COUNTY APPRAISAL DISTRICT’S BOARD OF DIRECTORS FOR 2016-2017 TERM
Alderman Sanders made the motion that Council reappoint Kim Faulk to the Atascosa CAD’s Board of Directors. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF RESOLUTION NOMINATING CANDIDATE FOR ELECTION OF MEDINA COUNTY APPRAISAL DISTRICT’S BOARD OF DIRECTORS FOR 2016-2017
Alderman Cortez made the motion that Council nominate Roy Sheetz for the Medina CAD’s Board of Directors. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM SOUTH TEXAS A-Z CONSTRUCTION, LLC ON ADDITION TO E.M.S. BUILDING
Mayor Bowen told Council that a proposal for $26,000.00 was given for adding on to the ambulance bay and that the City Attorney says that since it is over $20,000.00 this project has to have an engineer work on this. Alderman Sanders made the motion that Council approve the proposal for the addition to the ambulance bay contingent on the contractor working with an engineer on this project. Seconded by Alderman Cortez. Passed unanimously.
CONSIDER AND ACT UPON PROPOSAL FROM SOUTH TEXAS A-Z CONSTRUCTION, LLC FOR ADDITION TO PAVILION STORAGE AREA
Alderman Sanders made the motion that Council approve the proposal from South Texas A-Z Construction for the addition to the park pavilion storage area. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER ADOPTION OF ORDINANCE SETTING OUT THE CUSTOMERS' RESPONSIBILITIES TO MAINTAIN LATERAL LINES
City Attorney Tom Cate told Council that the city’s policy for connecting to the city’s sewer mains has never been in writing and it needs to be for future reference and therefore he had written an ordinance addressing the city’s policy.

Mr. Shoemaker explained how the contractor had placed the cleanouts on the city’s right-of-way. After discussion, Alderman Farmer made the motion that Council adopt this ordinance. Seconded by Alderman Cortez. Passed unanimously.

Mayor Bowen told Mr. Shoemaker that Council would have to address his problem on another agenda.

Council took a short break at 7:54 p.m. and reconvened at 8:05 p.m.

CONSIDER AND ACT UPON CHANGE ORDER PROPOSED BY CROWNHILL BUILDERS FOR CONCESSION STAND AND NEW ENTRANCE
Mayor Bowen told Council that some of this change order had already been addressed back in August and some of the items can be done by someone beside the contractor. He told Council the actual change order needed totals $7,452.40. Alderman Stone made the motion that the August 31st change order be voided and accept the amended change order totalling $7,452.40. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON ITEMS NEEDED TO COMPLETE THE SWING AREAS AT JOHN LOTT MUNICIPAL PARK
City Secretary Josie Campa told Council that the mulch for the swings will cost at least $5,300.00 and the edging for the mulch will cost $7,053.00. Alderman Cortez made the motion that Council approve these items to complete the swing projects. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FOR PURCHASE OF CARGO VAN FOR ANIMAL CONTROL DEPARTMENT
Animal Control Director Betty Kroeger told Council that the cargo van for Animal Control will cost $26,925.00 with the crates and supplies. Alderman Sanders made the motion that Council approve the purchase of the cargo van. Seconded by Alderman Farmer. Passed unanimously.
CONSIDER AND ACT UPON PROPOSAL FOR PURCHASE OF JOHN DEERE GATOR FOR PARK DEPARTMENT
City Secretary Josie Campa told Council that a price of $8,591.47 had been received from Mustang Equipment for the gator for park maintenance. Alderman Cortez made the motion to accept this proposal. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON EMPLOYMENT STATUS OF RACHEL FAISH
Animal Control Director Betty Kroeger told Council that Rachel Faish will complete her probation this month and asked that her salary be increased by $2.26 per hour to $13.26 an hour. Alderman Sanders made the motion that Council approve Mrs. Kroeger’s recommendation. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER CHANGING POLICY FOR TURNING OFF UTILITIES FOR NON-PAYMENT
City Secretary Josie Campa told Council that postal service has gotten slower now that all envelopes have to go to San Antonio first and customers are receiving bills and letters at least two days after mailing. She asked that Council allow an additional two (2) days to customers before cutting off their utilities because of the postal service. Alderman Farmer made the motion that Council approve this request. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON RENEWAL OF SERVICE CONTRACT WITH LYTLE VOLUNTEER FIRE DEPARTMENT
City Secretary told Council that the Fire Department Contract is the same as in the past except for the increase approved by Council in this year’s budget from $36,000.00 to $60,000.00 a year. Alderman Cortez made the motion that Council approve this contract renewal with the Fire Department. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON REQUESTS FROM POLICE CHIEF FOR TEMPORARY ONE-WAY STREET AND/OR ROAD CLOSURES FOR HALLOWEEN (SATURDAY, OCTOBER 31, 2015)
Alderman Stone made the motion that Council allow Chief Priest to close off streets on Halloween as in the past. Seconded by Alderman Farmer. Passed unanimously.

UPDATE ON PLAN AND GOALS
City Secretary Josie Campa reviewed the plans and goals for this year with a power point presentation.

ANIMAL CONTROL DIRECTOR’S REPORT
Animal Control Director Betty Kroeger gave a power point presentation for her report.

LIBRARY DIRECTOR’S REPORT
Library Director Cassandra Cortez gave her report with a power point presentation.
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CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Officer Scott Traeger told Council that the property on Cortez Road was sold at an auction and that the new owner is already cleaning it up.

Mr. Traeger told Council that Bobby Roberts has bought the Smith property on Easy Street and he hopes now that property will be cleaned up.

Mr. Traeger told Council that Waste Management is not picking up bulky waste the proper way and he has written letters to get it done right.

PUBLIC WORKS DIRECTOR’S REPORT
Public Works Director James McGrath gave his report with a power point presentation.

POLICE CHIEF’S REPORT
Police Chief Richard Priest presented his monthly report with a power point presentation.

CITY SECRETARY’S REPORT
City Secretary Josie Campa presented her monthly report to Council with a power point presentation.

MAYOR’S REPORT
Mayor Mark Bowen reminded Council of the Homecoming parade and park ribbon cutting.

Meeting adjourned at 9:52 p.m.