Minutes of Regular Meeting held June 13, 2016

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


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
Mayor Bowen read the Proclamation honoring the Girl’s Softball team for their great season. Alderman Keith presented the team with gift cards for a pizza party.

Beverly McCune suggested to Council that they think about working on scheduling streets for improvements. She stated that signs are faded and some are missing. Mrs. McCune also told Council she would like consideration on a speed bump on Oak Street since the traffic is very fast. Mrs. McCune also asked Council to see what can be done on Main Street to allow cars to turn right on McDonald Street.

Mayor Bowen told Mrs. McCune that the city will be having the streets assessed very soon and will then look at making street improvements. Mrs. McCune was told she would need to get on the agenda about the speed bumps for Oak Street.

Larry Sanders told Council the VFW would be assisting the city with the hot dogs for the 4th of July celebration.

Luz Lozano-Moreno told Council that Stephen Whitaker had left for Germany and that she will be doing the reporting for Lytle until they get another reporter.

APPROVAL OF MINUTES AND APPROVAL OF PAYMENT OF BILLS
Alderman Farmer made the motion that Council approve the minutes from the May 9th meeting and payment of the bills, as presented. Seconded by Alderman Sanders. Passed unanimously.
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CONSIDER AND ACT UPON BIDS RECEIVED FOR REPAIRS TO FM 3175 SANITARY SEWER LINE
After reviewing the bids received on the FM 3175 sewer line repairs, Alderman Cortez made the motion that all the bids be rejected and the project be rebid. Seconded by Alderman Keith. Passed unanimously.

CONSIDER AND ACT UPON PROPOSED CREDIT CARD USE POLICY
City Secretary Josie Campa told Council the city’s current credit card will allow for each department head to have a credit card. Police Chief Richard Priest asked Council about the department heads reviewing the proposed policy before it is adopted and voiced concern if a purchase exceeds the $5,000.00 limit. Alderman Keith made the motion that Council approve the proposed credit card use policy contingent upon the department heads approval. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON HAVING AN ADDITIONAL BRUSH PICK-UP DUE TO RECENT STORMS
Hector Barrera, III asked Council to consider extra pick-up of brush this month due to the recent storm and said back in April he had billed $2,000.00 extra and was turned down by City Secretary and asked for this to be paid, too. Alderman Sanders made the motion that Council approve paying for extra brush pick-up this month due to storm and also approve the payment of April’s additional fees. Seconded by Alderman Keith. Passed unanimously.

CONSIDER AND ACT UPON HIRING PART-TIME EMPLOYEE FOR LIBRARY TO FILL VACANCY
Library Director Cassandra Cortez told Council she would like to recommend Amanda Sanchez be hired to fill the vacancy. She recommended Mrs. Sanchez be hired at $9.50 per hour for 20 hours per week contingent upon background check and physical being completed satisfactory. Alderman Farmer made the motion that Council hire Amanda Sanchez as per the Library Director’s recommendation. Seconded by Alderman Sanders. Passed unanimously.

CONSIDER AND ACT UPON APPOINTMENT OF JUDGE (S) FOR MUNICIPAL COURT
After discussion, Alderman Cortez made the motion that Council reappoint Gerry Elias and Debra Herrera as Judges for the city’s Municipal Court. Seconded by Alderman Keith. Passed unanimously.

Council took a short break at 7:37 p.m. and reconvened at 7:48 p.m.

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 Sanders. Passed unanimously.
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CONSIDER AND ACT UPON HAVING THE CITY’S DELINQUENT TAX ROLL PRINTED IN THE CITY’S OFFICIAL NEWSPAPER
Alderman Keith made the motion that Council have the city’s delinquent tax roll printed in the city’s official newspaper. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FOR ADDITION OF A CATIO AT ANIMAL CONTROL FACILITY
Animal Control Director Betty Kroeger talked to Council about adding a catio at the Animal Control facility. She told Council this addition would improve the health of the cats at the facility, as well as improve the quality of life of the cats. Mrs. Kroeger told Council the proposed size for the catio and said it was estimated to cost $2,127.00 and the money would come from donations received. Alderman Sanders made the motion that Council approve the proposal for this catio and the budget be amended. Seconded by Alderman Cortez. Passed unanimously.

UPDATE ON PLANS AND GOALS
Council reviewed the updates to this year’s plans and goals.

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

Mrs. Kroeger told Council Chick-fil-A is coming to Lytle on July 15th to conduct a market analysis.

LIBRARY DIRECTOR’S REPORT
Library Director Cassandra Cortez gave her report to Council with a power point presentation.

CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Officer Scott Traeger told Council that the Pumphouse Carwash should be starting work on the drainage problem in July.

Mr. Traeger told Council he had looked at the oak trees that were cut down on Magnolia Street and had done a tree survey and found they had exceeded what is allowed in the ordinance.

The Code Compliance Officer asked about street addressing for 9-1-1, and said new structures do not have numbers displayed. The City Secretary told him that this address could be included on the building permit and has to be displayed to get a certificate of occupancy.

PUBLIC WORKS DIRECTOR’S REPORT
Public Works’ Director James McGrath apologized for his report not working for the power point presentation.
PUBLIC WORKS DIRECTOR'S REPORT(CONT.)
He then reported to Council the following information:

Total Work Orders - 165

WATER
New Meters Installed - 1
Main Breaks - 3
Replace Meter - 0
Replace Service Lines - 2
Replace Angle Stops - 0
Service Line Leaks - 1
Customer Leaks - 4

SEWER
Sewer Main Stoppages - 3
Customer Sewer - 0

MISCELLANEOUS
Locates - 22
Reread H2O/Gas Meters - 103
Final H2O/Gas Service - 18
New H2O/Gas Customers - 19
Cut Off List - 5
Turn On (Cut Off List) - 5
Miscellaneous Work Orders - 24

POLICE CHIEF’S REPORT
Police Chief Richard Priest presented a power point presentation for the Chief’s report.

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

MAYOR’S REPORT
Mayor Bowen thanked Chief Priest, Lieutenant Dear, Director of Public Works James McGrath for working after the storm on May 29th.

The Mayor thanked the department heads for attending the Lake Shore Estates HOA meeting last Monday.

Mayor Bowen thanked Betty Kroeger for working with Chick-fil-A.

The meeting was adjourned at 9:35 p.m.