Minutes of Regular Meeting held August 14, 2017

Regular meeting with the following present: Mayor Mark Bowen; Aldermen Jerry Stone, Ruben Gonzalez, Ruble Farmer, Jamie Dahler, Sam Cortez; 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; Code Compliance Officer Scott Traeger; City Attorney Tom Cate.

Visitors: Ernie Kroeger, Chuck Bayne, Butch Shoemaker, Sam Parks, Brandon Frie, Justin Loven, Monty Small, Rolando Hinojosa, Richard Tollett, Kimberly Tollett, Charles Cate, Fabiola Urdiales, Michael Fuentes, Maria Carrillo, Gabriel Romero, Michael Lockwood, Maria Tenorio, Grace Priest, Luke Priest.

Mayor Bowen opened the regular meeting at 6:40 p.m. and led everyone in the pledge to the flag.

VISITORS'/CITIZENS’ COMMENTS
Monty Small, CEO of the Atascosa County Health Center told everyone that the health center has been open between two and three months, and they will be holding a grand opening on August 15th at 3:00 p.m. He invited Council members and people in attendance to this opening.

CONSIDER APPROVAL OF MINUTES AND CONSIDER APPROVAL OF PAYMENT OF BILLS
City Secretary Josie Campa told Council that an addition needed to be made to the minutes concerning Alderman Gonzalez briefing Council at the workshop on August 7th concerning contracts for cleaning people. Alderman Gonzalez questioned the bill from Xpediter Technology. Chief Priest explained that this is needed to support the old system at the P.D.

Alderman Gonzalez made the motion that Council approve the minutes of the July 10th regular meeting, as presented; the minutes of the August 7th workshop, as amended and payment of the bills, as presented. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON RENEWAL OF GAS OPERATIONS AND MAINTENANCE CONTRACT WITH CPS ENERGY
Rolando Hinojosa, CPS Energys' local government relations representative, introduced himself and Michael Fuentes from gas operations. Mr. Hinojosa told Council he was present to address questions on the operations and maintenance contract. Michael Fuentes explained what is done to keep the city’s gas system in good operating condition. City Attorney Tom Cate told Council he is not in favor of this contract and he has told the Mayor and City Secretary. After discussion, it was agreed that the City Attorney would get with CPS attorneys to try and iron out items of concern in the contract. No action was taken.
CONSIDER AND ACT UPON PROPOSAL FROM MOBILITIE FOR INSTALLATION OF ONE “SMALL CELL” FACILITY ON CITY’S RIGHT-OF-WAY
Michael Lockwood from Mobilitie explained what his company is wanting to do in Lytle. He explained there has been a change and that they would like to place a pole behind the first home on Star Cross Trail in the alleyway between HEB and Star Cross Trail. City Attorney Tom Cate asked if the people near this pole had been asked if they have a problem with this pole. Mr. Lockwood said he had not polled the property owners. The City Attorney told Council that a bill was passed that takes effect September 1st that says the city will have to allow this pole to be placed in the right-of-way and there is a price limit of $250.00 per pole per year. Council asked several questions on this item and agreed the city needed an ordinance in place before September 1st to set city standards in place for network nodes, poles and transport facilities. No action was taken on Mobilitie’s request, however Alderwoman Dahler made the motion that the property owner in question be contacted and an ordinance be drawn up for establishing city standards for networking and transport facilities prior to September 1st. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FOR LYTLE LITTLE LEAGUE FIELD DEDICATION-RACHEL LATHE
This item was scratched from the agenda.

CONSIDER AND ACT UPON REQUEST FROM FABIOLA URDIALES FOR A PERMIT TO OPERATE A FOOD BUSINESS
Fabiola Urdiales explained to Council that she is trying to open a taco place at her residence on Main Street. She told Council that the business would be “to go” and no dining would be done at the business. She told Council she had talked to officials and then called TCEQ about requirements. After discussion with the Chief, City Attorney, Public Works Director, Code Compliance Officer and Council, it was agreed that the Code Compliance Officer would work with Ms. Urdiales to resolve her issue. No action was taken on this item.

CONSIDER AND ACT UPON REQUEST FROM PRESIDENT OF LAKE SHORE ESTATES HOA FOR INCREASE OF FUNDS FOR WORK DONE AT LAKE SHORE ESTATES
Brandon Frie told Council that they had approved $6,400.00 for Circle C to do work at Lake Shore Estates. He and Richard Tollett explained that Circle C had to do more work than anticipated and therefore, their bill is higher than $6,400.00. After a lengthy discussion, it was agreed that the HOA should meet with the contractor concerning his bill. Alderman Stone made the motion that the city pay the $6,400.00 that was approved by the Council. Seconded by Alderman Cortez. Passed unanimously.

Council took a short break at 8:20 p.m. and reconvened at 8:30 p.m.
CONSIDER AND ACT UPON ADOPTING RESOLUTION THAT ADOPTS THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) SECTION 504 POLICIES AND PROCEDURES AND TEXAS DEPARTMENT OF AGRICULTURE (TDA) RELATED PROVISION, AND AUTHORIZING MAYOR TO ACT AS CITY'S CHIEF EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
Alderman Stone made the motion that Council adopt the resolution adopting the U.S. Department of Housing and Urban Development's Section 504 Policies and procedures. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON BIDS RECEIVED ON STREETS TO BE RETOPPED THIS FISCAL YEAR
City Secretary Josie Campa read the bids received on the city’s street improvement project. They were as follows for all four streets advertised:
Helen Herrera Construction - $127,538.90
Clark Construction - $229,570.74
J & P Paving Co., Inc. - $150,164.61

She told Council that these bids all exceeded the city’s budget and that bids for three (3) of the streets were as follows:
Helen Herrera Construction - $102,911.20
Clark Construction - $189,139.86
J & P Paving Co., Inc. - $119,628.40

The City Secretary told Council that the city has just over $113,000.00 in that line item and the balance could be paid from the street repairs line item. The City Secretary told Council that Clark Construction and J & P Paving have done good work for the city in the past. She said the lowest bidder did not produce a bid and performance bond and therefore is not the lowest qualified bidder. Alderman Förner made the motion that Council award the bid on the first three streets to J & P Paving Company for $119,628.40. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM AT & T FOR UPGRADING CITY'S PHONE AND INTERNET SYSTEMS
Alderman Ruben Gonzalez and City Secretary Josie Campa told Council that they had met with AT & T to discuss bundling city phone and internet services and improving the existing service. They presented the proposal from AT & T for bundling current phone and internet lines and replacing them with fiber optic to provide better service. The proposal from AT & T totaled $5,472.25 per month, which is $228.48 less per month than the current bills. Alderman Cortez made the motion that Council approve AT & T’s proposal. Seconded by Alderman Farmer. Passed unanimously.
CONSIDER AND ACT UPON APPROVAL OF PLAT SUBMITTED FOR RE-PLAT OF LOT 143 IN TWIN LAKES RANCH ESTATES SUBDIVISION
Alderman Cortez made the motion that Council approve the final plat for lot 143 of Twin Lakes Ranch Estates as per the engineer’s recommendation. Seconded by Alderman Gonzalez. Passed unanimously.

CONSIDER AND ACT UPON APPROVAL OF FINAL PLAT ON RE-PLAT OF COTTAGE STREET SUBDIVISION
Alderman Cortez made the motion that Council approve the final plat for Cottage Street Subdivision as per the engineer’s recommendation. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON REQUEST FROM POLICE LT. MATTHEW DEAR FOR AUTHORIZATION TO APPLY FOR NON-MATCHING GRANT THROUGH THE OFFICE OF THE GOVERNOR-CRIMINAL JUSTICE DIVISION FOR RIFLE-RESISTANT BODY ARMOR
Police Lieutenant Matt Dear asked Council’s permission to submit a grant application for rifle-resistant body armor for the Police Department. He said this grant does not require matching funds. Alderman Cortez made the motion that Council grant this request. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON AMENDING CITY’S BUILDING PERMIT ORDINANCE
Alderman Ruben Gonzalez presented some items he would like to see incorporated in the City’s Code of Ordinances to make things more black and white in the building code. He told Council the current ordinance is too broad and if these are added it will make things easier to understand. After a lengthy discussion, Alderman Stone made the motion that Council authorize the City Attorney to draw up an ordinance to amend the current building ordinance as per Alderman Gonzalez’ suggestions. Seconded by Alderwoman Dahler. Passed unanimously.

CONSIDER AND ACT UPON CALLING FOR BIDS FOR BRUSH PICK-UP SERVICE FOR NEXT FISCAL YEAR
Alderwoman Dahler made the motion that Council call for bids for brush pick-up service for the next fiscal year. Seconded by Alderman Farmer. Passed unanimously.

CONSIDER AND ACT UPON AMENDING CITY’S WATER CONSERVATION ORDINANCE TO WHERE IT CONFORMS WITH ANY CHANGES MADE BY THE EDWARD AQUIFER AUTHORITY
City Secretary Josie Campa told Council that the EAA changed the hours for watering and now the city’s ordinance doesn’t match. She asked that the city’s ordinance for water conservation be amended to match the current EAA rules. Alderman Cortez made the motion that Council authorize the City Attorney to draw up an ordinance to amend the city’s current ordinance to reflect the hours set by EAA. Seconded by Alderman Stone. Passed unanimously.
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UPDATE ON PLANS AND GOALS
Updates were given to Council on the water well.

Alderman Gonzalez recommended the plans and goals be included in the department heads' report in the future. Council agreed with his suggestion.

ANIMAL CONTROL DIRECTOR'S REPORT
A power point presentation was given as the Animal Control Director's report.

LIBRARY DIRECTOR'S REPORT
Library Director Cassandra Cortez gave a power point presentation as her monthly report.

CODE COMPLIANCE OFFICER'S REPORT
Code Compliance Officer Scott Traeger told Council it has been a slow month, and that he has posted notices of Stage 1 water restrictions at businesses and handed out flyers to residents about watering days.

PUBLIC WORKS DIRECTOR'S REPORT
James McGrath presented his Public Works' Report with a power point presentation.

POLICE CHIEF'S REPORT
The Police Chief gave his monthly report with a power point presentation.

CITY SECRETARY'S REPORT
City Secretary Josie Campa gave a power point presentation as her monthly report.

MAYOR'S REPORT
Mayor Bowen told Council that a budget work shop will be held next Monday.

The meeting was adjourned at 10:06 p.m.