Minutes of Regular Meeting held September 9, 2019

Regular meeting with the following: Mayor Mark Bowen; Alderman Jerry Stone, Laura Reyna, Sam Cortez, Ruben Gonzalez; City Secretary Josie Campa; Director of Public Works James McGrath; Animal Control Director Santiago Morantez; Fire Marshal Matt Dear; Police Captain Frank Reyes; Code Compliance Officer Scott Traeger; Library Director Cassandra Cortez; City Attorney Tom Cate. Alderman Ruble Farmer was absent.


CALL TO ORDER AND PLEDGE OF ALLEGIANCE
Mayor Bowen opened the regular meeting at 6:34 p.m. and led everyone in the pledge to the flag.

VISITORS'/CITIZENS' COMMENTS
Larry Sanders told Council the VFW would be holding a ceremony at the Veterans Memorial Park at 6:00 p.m. on September 11th. He said they would also be lowering the flag at 8:45 a.m. on the morning of September 11th and have a moment of silence at 8:46 a.m.

Mr. Sanders told Council that the Annual Dove Hunt will be held at the Naegelin Ranch and the VFW will be preparing brisket. He invited Council to this event starting at 2:00 p.m.

Commander Sanders told Council that on November 9th, Pearl Harbor Veteran Gilbert Meyer will be the Grand Marshal in San Antonio Veterans Day Parade.

Mr. Sanders told Council the VFW would be holding a 5K race they are calling the Purple Heart 5K Run. He said they would be on the agenda for this next month. He said they are trying to get the school and Police department involved in the Purple Heart 5K. Mr. Sanders told Council that Lackland and Randolph AFBs will be involved with this race.

Commander Sanders told Council that four acres of land have already been cleared for the new VFW post that they will get started on soon.

CONSIDER APPROVAL OF MINUTES AND CONSIDER APPROVAL OF PAYMENT OF BILLS
City Secretary Josie Campa added a bill from Troy Martin for building inspections totaling $600.00. The City Secretary also told Council that Chief Priest had requested the bill from Chief Supply be pulled since the company sold and this order will not be shipped. The City Secretary also told Council that the budget would need to be amended if they approve the bill from RAM II for $126,807.99 for the water transmission line.

Alderman Gonzalez made the motion that the minutes of the meetings held August 12th, August 19th, August 21st and August 26th and payment of the bills be approved as presented and with the amendment of the budget for the RAM II bill. Seconded by Alderman Stone. Passed unanimously.
CONSIDER AND ACT UPON GARBAGE CONTRACT WITH WASTE MANAGEMENT
Alderwoman Reyna told Council that she, the City Attorney and City Secretary had met with Waste Management rep Chris Cox and had a good discussion and she now knows of things that Waste Management offers. She said a lot of good information was brought to the table. City Attorney Tom Cate recommended to Council that the city enter into negotiations on a contract with Waste Management. Mr. Cate said the city won’t need RFPs since Waste Management is already competitive with other solid waste companies. Christopher Cox told Council that the rate increase was high so that they could get Waste Management up to par since the rates had not been raised since 2014 and was not an equitable rate. He told Council Waste Management would like to continue working with Lytle but feels the contract needs to be renegotiated since it has been the same since 1984. Council discussed the length of the contract and the City Attorney said he would like to see a shorter period for getting out of the contract. Mayor Bowen stated that negotiations need to start soon and the City Attorney reminded Council that the city had already incorporated the increase in the budget. After lengthy discussion, Alderwoman Reyna made the motion that Council approve the City enter into negotiations with Waste Management on the solid waste contract. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON REQUESTS FROM J.J. VILLARREAL, NAN BOYD AND BRAD BOYD FOR HOMECOMING BONFIRE AND FOR TOURISM MONIES TO PUT ON A STREET DANCE
J.J. Villarreal told Council that he, his wife Annie, Nan and Brad Boyd are having a street dance at the True Value parking lot after the Homecoming football game on November 1st, and they would like the City to give them $2,500.00 of tourism dollars since it is the biggest weekend for Lytle. He said they are needing money to pay for the band, portable toilets and generators. Mr. Villarreal told Council the portable toilets would come in handy for the parade on Saturday morning. Mr. Villarreal told Council that this event would be BYOB. City Attorney Tom Cate reminded Council of how tourism dollars can be used. Mr. Villarreal questioned how they received money for Frenchie Burke Festival and was told the money was given to the Chamber of Commerce, not individuals. City Attorney Tom Cate requested they talk to the Chamber of Commerce about sponsoring this dance, and the Mayor said it could be on the next agenda.

Brad Boyd told Council a bonfire would be held again and asked for the city’s brush like last year. He reminded Council that Hector Barrera had taken the brush to the bonfire site last year and asked if this could be an annual thing.

Discussions were held concerning noise variance, consuming alcohol after midnight and the need for security.

Mayor Bowen told Mr. Villarreal there is still time and they can bring this back to Council at the next regular meeting after talking to the Chamber of Commerce. No action was taken on this item and it will be on October agenda.
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CONSIDER AND ACT UPON WAIVER ON NOISE ORDINANCE FOR ST. ANDREW’S CATHOLIC CHURCH FESTIVAL BEING HELD OCTOBER 6TH
Sam Cortez told Council the St. Andrews’ Catholic Church will be holding a festival on October 6th at its location instead of the Coal Mine Church, and they are requesting a variance on the noise ordinance. Alderman Stone made the motion this request be granted. Seconded by Alderwoman Reyna. Passed unanimously.

CONSIDER AND ACT UPON REQUEST TO INCLUDE CITY OF LYTLE’S ETJ IN ATASCOSA COUNTY ONLY IN A PETITION TO ESTABLISH AN EMERGENCY SERVICE DISTRICT (ESD) IN ATASCOSA COUNTY-MATT DEAR, LYTLE FIRE CHIEF
Matt Dear asked Council’s permission to use the city’s ETJ area in the ESD petition. After discussion, Alderman Gonzalez made the motion that Council give permission for the city’s ETJ to be included in the ESD petition for election. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON RATIFYING PROPERTY TAX REVENUE INCREASE REFLECTED IN PROPOSED 2019-2020 BUDGET
City Secretary Josie Campa explained to Council that an ordinance needs to be adopted to ratify the increase of property taxes in this year’s budget. Alderman Cortez made the motion that Council adopt this ordinance. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF PROPOSED 2019-2020 BUDGET
Alderman Stone made the motion that Council adopt the ordinance adopting the 2019-2020 fiscal year budget. Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF 2019 PROPERTY TAX RATE
Alderman Cortez made the motion that Council adopt the ordinance setting the 2019 tax rates at $ 0.1080 - I & S rate, $ 0.3395 - M & O rate and $ 0.4475 total rate. Seconded by Alderman Gonzalez. Passed unanimously.

CONSIDER AND ACT UPON BIDS RECEIVED FOR BRUSH PICK-UP FOR NEXT FISCAL YEAR
City Secretary Josie Campa told Council only one bid had been received for brush pick-up. She said the bid was from Hector Barrera Construction the city’s current brush contractor and it was for the same as last year, $4,750.00 per month. Alderman Stone made the motion that Council accept the bid from Hector Barrera Construction. Seconded by Alderman Gonzalez. Passed unanimously.

CONSIDER AND ACT UPON RENEWAL OF DEPOSITORY CONTRACT WITH LYTLE STATE BANK
The City Secretary told Council that Lytle State Bank has given the same terms for the depository contract as last year and they will not charge the city any service fees. Alderman Cortez made the motion that Council approve the depository contract with Lytle State Bank. Seconded by
CONSIDER AND ACT UPON RENEWAL OF DEPOSITORY CONTRACT WITH
LYTLE SATE BANK (CONT.)
Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON ADOPTION OF RESOLUTION ADOPTING CITY'S
INVESTMENT POLICY
The City Secretary told Council that the investment policy has to be adopted each year even if
there are no changes. Alderman Gonzalez asked that term “City Manager” in the investment
policy’s exhibit “A”, Section XII be changed to City Secretary. Alderman Stone made the
motion that the resolution be adopted with the change made to Exhibit A requested by Alderman

CONSIDER AND ACT UPON ADOPTING ORDINANCE INCREASING WATER
RATES AND GARBAGE RATES AS DISCUSSED FOR THE 2019-2020 BUDGET
The City Secretary reviewed the utility rate increases that Council had discussed and agreed to
incorporate in the 2019-2020 fiscal year’s budget. The City Secretary told Council that $23.00
had been discussed for the residential garbage rate and asked if they wanted the commercial
dumpster rates rounded up or down from the 3.8 % to 4 % proposed increase. Council agreed to
charge commercial dumpster customers the exact increase for their containers. Alderman
Gonzalez made the motion that Council adopt the rate increases discussed tonight and at the
budget workshops which are as follows:

WATER RATES
ONLY INCREASE TIERS ABOVE 10,000 GALLONS PER MONTH
EACH TIER ABOVE 10,000 GALLONS TO BE INCREASED BY $1.00 PER
THOUSAND GALLONS
10-25,000 GALLONS - $5.50 PER 1,000 GALLONS
25-50,000 GALLONS - $6.50 PER 1,000 GALLONS
50-75,000 GALLONS - $7.00 PER 1,000 GALLONS
75-100,000 GALLONS - $8.00 PER 1,000 GALLONS
OVER 100,000 GALLONS - $10.00 PER 1,000 GALLONS

GARBAGE RATES
RESIDENTIAL
INCREASE FROM $16.72 PER MONTH TO $23.00 PER HOUSEHOLD OR SMALL
BUSINESS

COMMERCIAL(dumpsters)
3.8 % TO 4 % INCREASE

CONSIDER AND ACT UPON PROPOSAL FROM A & A PUMP COMPANY FOR REMOVAL OF TWO (2) EXISTING UNDERGROUND FUEL TANKS AND LINES
Alderman Cortez made the motion that Council approve the proposal from A & A Pump Company ($14,050.00) for the removal of the underground gasoline storage tanks and allow up to $20,000.00 for this project. Seconded by Alderman Stone. Passed unanimously.

CONSIDER AND ACT UPON PROPOSAL FROM GEOCRETE CONCRETE COATINGS FOR ADDING TOP COAT ON FLOOR AT ANIMAL CONTROL FACILITY
Council discussed the proposal from Geocrete Concrete Coatings and EMC for the animal control facility’s floor having a top coat added. Questions were asked by Council on the difference of the warranties since the prices were so similar. Council asked the Animal Control Director to get clarification on these proposals and no action was taken on this item.

CONSIDER AND ACT UPON EMPLOYMENT STATUS OF JOSHUA MARTINEZ
Public Works Director James McGrath told Council that Joshua Martinez had completed his 6 month probationary period satisfactorily and asked Council to hire him as a regular full-time employee and he be given a $1.00 per hour salary increase and full benefits. Alderman Stone made the motion that Council hire Joshua Martinez as a full-time regular employee and he be given a $1.00 per hour salary increase and full benefits. Seconded by Alderman Gonzalez. Passed unanimously.

UPDATE ON COAL MINE EXIT-SAM CORTEZ
Alderman Cortez told Council that nothing has been done on the emergency exit for Coal Mine and asked when something will be done. Fire Marshal Matt Dear said the City Attorney needs to get the land agreements done first, and that Robert Flores said he would work with the city on the route to be used on his property. A discussion was held on what it would take to make this an all weather road. Matt Dear told Council that a twelve to fourteen foot gate would be enough for fire trucks to get through. The City Attorney told Council that he will get with Alderman Cortez’s relative about an easement and also with property owner Robert Flores and EMS and Fire Department personnel to get this agreement done. No action was taken on this item.

UPDATE ON COMMISSION AND BOARDS-LAURA REYNA
Alderman Laura Reyna gave Council an update on the commissions and boards she and Alderman Cortez had talked to. She said they had met with both Mobile Home Commission and Zoning Commission members and talked about structure of the commissions and they feel it is good. She said she is proposing that terms be addressed by Council. She told Council it was discussed to change the amount of members to the Keep Lytle Beautiful Commission to five members and have three advisory members and work with the school district. She talked about members of the commissions being named one for each Council person and then asked about qualification for the commission members. City Attorney Tom Cate said he would find out if zoning members only applies to the city. Alderman Reyna told Council that the Library Board also needs to be addressed as several of its members are either gone from city or deceased and duties have changed. She told Council something needs to be added about missing meetings and
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UPDATE ON COMMISSION AND BOARDS-LAURA REYNA (CONT.)
excused absences. City Attorney Tom Cate told Council that amendments would have to be
made to the ordinances concerning these boards and commissions. After more discussion,
Alderman Gonzalez made the motion that Council have the City Attorney review the items
discussed for amendments to these ordinances. Seconded by Alderman Stone. Passed
unanimously.

Council took a break at 8:15 p.m. and reconvened at 8:37 p.m.

CONSIDER AND ACT UPON APPOINTMENTS TO THE KEEP LYTLE BEAUTIFUL
COMMISSION
Alderman Reyna suggested this item be tabled for next month to allow other Council
members to bring names for appointments to the Keep Lytle Beautiful Commission. She also
asked that Council members bring some names for the Library Board appointments. No action
was taken on this item.

CONSIDER AND ACT UPON ALARM ORDINANCE
Matt Dear told Council that Chief Priest wants Council to review sample policies for alarm
systems and submit their ideas to him. The City Attorney asked what the department is looking
for and Matt Dear told him he would have to talk to Chief Priest. Council discussed a fee for an
alarm permit and charging fee when alarm goes off due to a faulty system. Mayor Bowen told
Council information is needed for review and no action was taken on this item.

CONSIDER AND ACT UPON TRANSFERRING MONEY FOR PARK CAPITAL
IMPROVEMENTS THAT WAS LEFT OVER IN 2018-2019 FY BUDGET TO A
RESERVE FUND FOR LIGHTS AT THE BALL FIELDS IN PARK
Alderman Cortez made the motion that Council have the City Secretary transfer the park capital
improvement money ($8,200.00) left over in this year’s budget to a reserve fund for lights at the

CONSIDER TRANSFERRING TOURISM PROMOTION MONIES FROM 2018-2019
BUDGET TO RESERVE FUND
Alderman Stone made the motion that Council have the City Secretary transfer the left over
tourism promotion monies to the Tourism Promotion Reserve fund from the AP account.
Seconded by Alderman Cortez. Passed unanimously.

CONSIDER AND ACT UPON CHANGING DATES OF COUNCIL MEETING DUE TO
CITY HOLIDAYS FOR COLUMBUS DAY (OCTOBER 14TH) AND VETERANS’ DAY
(NOVEMBER 11TH)
Council discussed dates for the October and November Council meetings due to holidays. City
Secretary Josie Campa recommended October 7th and November 12th for the Council meetings.
Alderman Stone made the motion that Council set these dates as recommended by the City
Secretary. Seconded by Alderman Cortez. Passed unanimously.
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CONSIDER AND ACT UPON ALLOWING PAYMENT OF BILLS THAT HAVE ALREADY BEEN GENERATED, IF MONIES ARE AVAILABLE IN THIS FISCAL YEAR’S BUDGET
Alderman Cortez made the motion that Council allow the City Secretary to pay bills that have already been generated if monies are still available in the 2018-2019 budget. Seconded by Alderman Gonzalez. Passed unanimously.

ANIMAL CONTROL DIRECTOR’S REPORT
Santiago Morantez presented the Animal Control Director’s report with a power point presentation.

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

CODE COMPLIANCE OFFICER’S REPORT
Code Compliance Officer Scott Traeger gave Council members copies of restriction watering days for water customers during Critical Period stages and a list of items he has addressed in the past month.

He also told Council he is keeping an eye on the property owner on Main Street that bringing in fill.

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

Mr. McGrath also gave Council an update on the transmission line.

POLICE CHIEF’S REPORT
Police Lieutenant Matt Dear gave Council copies of the Police Chief’s report that was already emailed to them.

He also told Council that there is a correction to that report and said Sgt. Hanson had received intoxilizer certification.

CITY SECRETARY’S REPORT
The City Secretary gave her monthly report with a power point presentation.

MAYOR’S REPORT
Mayor Bowen thanked Council, the City Secretary and department heads for their work on the new budget.

The Mayor told Council he feels the city does a good job at letting people know about the city’s tax rate and that the city’s tax rate is very attractive to people.
MAYOR’S REPORT (CONT.)
Alderman Gonzalez told Council Burger King has had some issues that have kept it from opening and he hasn’t heard about their opening date.

Mayor Bowen told Council that both Bonnie Finnigan and Rosie Kutch has 90th birthdays in August and that it was important to reflect on their contributions to the city in these proclamations and thanked Council for allowing him to issue these proclamations.

Meeting adjourned at 9:34 p.m.