



**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL AND REGULAR MEETING**

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, April 13, 2015

AGENDA

SPECIAL CITY COUNCIL MEETING

1. **6:00 p.m.** Call to order, Determine a Quorum is Present.
2. The City Council shall meet in Executive Session under Texas Local Government Code to discuss the following:
 - a) §551.071 *Consultation with Attorney* regarding Development Agreement Non-Compliance items between the City of Leon Valley and Alamo Park Properties, LLC; and
 - b) §551.072 *Deliberation Regarding the Purchase of Real Property* located at 6312 El Verde Road.
3. Reconvene into Regular session and take action on issues discussed in executive session if necessary.
4. Adjournment

REGULAR CITY COUNCIL MEETING

5. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
6. Presentation of a Certificate of Commendation to Eve Forshay as she celebrates her 100th birthday. **M&C #2015-04-13-01 (Mayor Riley)**
7. Presentation of Judge Nelson Wolff's Proclamation on the consumption reduction of sugary beverages. **M&C #2015-04-13-02 (Mayor Riley)**
8. Presentation of Earth Day Proclamation. **M&C #2015-04-13-03 (Earthwise Living Committee)**
9. Committee Report from Tree Advisory Board
10. Tree USA designation and presentation. **M&C #2015-04-13-04 (Mark Kroeze, Arbor Day Foundation)**
11. **Citizens to be Heard and Time for Objections to the Consent Agenda.** "Citizens to be heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the City Council. Should a member of the public bring an item to the City Council, for which the subject was not posted on the agenda of that meeting, the City Council may receive the information but cannot act upon it during the meeting. City Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the City Council. **Citizens must sign the appropriate sign-in sheet by 7:15 p.m.**

Note: City Council may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however City Council may present any factual response to items brought up by citizens. [Attorney General Opinion – JC 0169]

12. City Manager's Report:
 - a) Leon Valley Historical Society Lease Agreement Request
 - b) Update on the Larry Little Case Town Center Case
 - c) Monthly Departmental Reports
 - d) Approved Minutes from Boards, Commissions and Committees
 - e) Future Agenda Items:
 - o 2nd. Public Hearing--LVEDC Authorization to expend up to \$57,000 to Leon Valley Chamber of Commerce, May 05, 2015

CONSENT AGENDA

13. Approval of City Council Minutes. **(ACM C. Caldera/S. Passailaigue)**
 - a) February 24, 2015 City Council Sub-Committee on Policy Meeting
 - b) March 09, 2015 Regular City Council Meeting
14. Consider action approving the Quarterly Investment Report for the quarter ended March 31, 2015 **M&C #2015-04-13-05 (V. Wallace)**
15. Consider action approving the updated Alamo Area Emergency Services Mutual Aid Agreement. **M&C #2015-04-13-06 (ACM R. Wallace/L. Valdez)**
16. Discussion and possible action on a waiver of Community Center fees as requested for the League of Women Voters Candidate Forum. **M&C #2015-04-13-07 (Requested by Councilmembers Benny Martinez and Carmen Sanchez)**

REGULAR AGENDA

17. Discussion and consideration of Ordinance No. 15-003 awarding a contract to Clark Construction for the Evers Road Rehabilitation Project. **M&C #2015-04-13-08 (ACM R. Wallace/ M. Moritz)**
18. Discussion and possible action on an explanation of estimated costs for the Hike and Bike Trail. **M&C #2015-04-13-09**
19. Discuss and consider Ordinance No. 15-004 approving a budget adjustment to pay for additional street lights as requested by City Public Service (CPS) Energy. **M&C #2015-04-13-10 (ACM R. Wallace/D. Dimaline)**
20. First Public Hearing and Reading to receive comment and to consider action on a resolution to approve the proposed expenditure of Leon Valley Economic Development Corporation (LVEDC) funds in a grant amount of up to \$57,000 to the Leon Valley Area Chamber of Commerce. **M&C #2015-04-13-11 (C. Mora)**
21. Consideration of Resolution No. 15-008R in support of S.B. 2029 pertaining to improvements to the Street Maintenance Tax Legislation. **M&C #2015-04-13-12 (City Manager Manuel Longoria, Jr.)**

22. Consideration of Resolution No. 15-009R authorizing the City Manager to negotiate and sign a lease agreement with JPV Partners, LTD for temporary office space related to the Municipal Facilities Capital Project. **M&C #2015-04-13-13 (ACM R. Wallace/J. Krause)**
23. Consideration of the adoption of a Purchasing Policy for the City of Leon Valley. **M&C #2015-04-13-14 (V. Wallace/M. Longoria)**

DISCUSSION AGENDA

24. Upcoming Important Events:

- a) Informational Meetings on the Home Rule Charter, April 25th—Leon Valley Conference Center
- b) Home Rule Charter Information Session, April 25th
- c) Candidate Forum April 27, 2015, 7:00 p.m. – Leon Valley Conference Center
- d) Canvassing of the Leon Valley 2015 General and Special Election, May 19th.
- e) Boards/Commission/Committee Appointments, June 19th

25. Citizens to be Heard

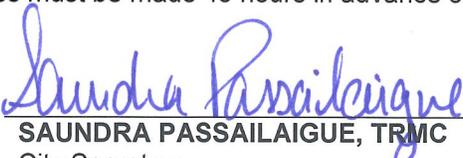
26. Announcements by the Mayor and City Council Members. At this time, reports about items of community interests on which no action will be taken may be given to the public as per Chapter 551.0415 of the Local Government Code, such as: expressions of thanks, congratulations or condolences, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City Official.

27. Adjournment

Executive Session. The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

Attendance by Other Elected or Appointed Officials: It is anticipated that members other City boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or take action on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on April 10, 2015 at 1:15 p.m. and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.


SAUNDRA PASSAILAIGUE, TRMC
City Secretary



MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-01**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Presentation of a Certificate of Commendation to Eve Forshay as she celebrates her 100th birthday.

PURPOSE

This item was placed on the City Council agenda at the request of Janice Thompson, Assistant Manager of Christian Village Apartments and approved by Mayor Riley.

The purpose of this item is to recognize Ms. Eve Forshay for her 100 years of life.

SEE LEON VALLEY

Social – N/A. Economic – N/A Environmental – N/A

FISCAL IMPACT

None

STRATEGIC GOALS

None

RECOMMENDATION

None

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Christian Village Apartments

5800 Wurzbach Road
San Antonio, Texas 78238
210.680.4829
Fax 210.680.5555
TTY 1.800.735.2989

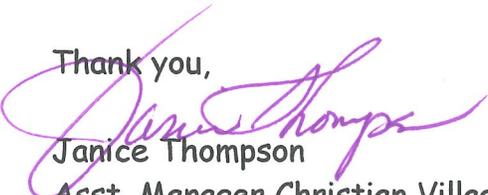
Office of the Mayor
6400 El Verde Road,
Leon Valley TX 7 8238

I am writing to request an official certificate in honor of Eve Forshay as she celebrates her 100th birthday on Tuesday, April 21, 2015.

Mrs. Forshay lives independently at Christian Village Apartments located at 5800 Wurzbach Road San Antonio, TX 78238.

Please contact Janice Thompson at 210-680-4829 or by e-mail at cva2@rcmgt.com if more information is needed. Please send the certificate to my attention as I will be having it framed to present to Mrs. Forshay at a special birthday celebration in her honor.

Thank you,


Janice Thompson

Asst. Manager Christian Village Apartments
5800 Wurzbach Road
San Antonio, TX 78238



"The Owner does not discriminate
against persons with disabilities"



EQUAL HOUSING
OPPORTUNITY



CERTIFICATE OF COMMENDATION

WHEREAS, Eve Forshay is being honored by family and friends on April 21, 2015 to celebrate her 100th birthday; and

WHEREAS, Eve Forshay was born in Hazel Park, Minnesota on April 21, 1915 and has resided in this community for eight years; and

WHEREAS, Eve Forshay has lived a long and productive life showing in various ways her dedication and caring for the welfare of others thereby earning the respect, love, and affection of her fellow citizens from all walks of life and all ages; and

WHEREAS, having lived during the most eventful and turbulent century in the world's history, she has worked diligently for the betterment of the community and has been a stabilizing influence for these around her;

NOW, THEREFORE, by virtue of the authority vested in me as Mayor of the City of Leon Valley, I do hereby find it an honor and distinct pleasure to present this Certificate of Commendation to Eve Forshay on this, her 100th birthday, with congratulations and best wishes for many years to come.

Signed by my hand on this the 13th day of April, 2015.



Chris Riley

Mayor Chris Riley

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-02**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Presentation of Judge Nelson Wolff’s Proclamation on the consumption reduction of sugary beverages.

PURPOSE

This item was placed on the City Council agenda at the request of Dwayne Robinson, Constituent Services Director of the Office of Bexar County Judge Nelson W. Wolff and approved by Mayor Riley.

The purpose of this item is to join in and participate in Bexar County’s awareness campaign to educate and encourage individuals and families to reduce their consumption of sugar sweetened beverages in favor of healthier choices such as water.

SEE LEON VALLEY

Social – N/A. Economic – N/A Environmental – N/A

FISCAL IMPACT

None

STRATEGIC GOALS

None

RECOMMENDATION

None

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Saundra Passailaigue

From: Mayor Riley
Sent: Thursday, March 05, 2015 4:47 PM
To: Manny Longoria
Cc: Saundra Passailaigue
Subject: FW: Suburban Cities
Attachments: Resolution - Sugary Drinks.pdf

FYI - Please place on the city council agenda in April.

Chris Riley

Mayor, City of Leon Valley
6400 El Verde Rd.
Leon Valley, TX. 78238
(210) 618-2092 - (cell)
(210) 684-1391, Ext. 218

From: Robinson, Dwayne [Dwayne.Robinson@bexar.org]

Sent: Thursday, March 05, 2015 4:03 PM

To: cfails@hollywoodpark-tx.gov; Mayor Al Suarez - Converse; Mayor Alan Baxter - Windcrest; Mayor Anne Ballantyne - Terrell Hills; Mayor Art Martinez de Vara - Von Ormy; Mayor Cheryl Landman - Fair Oaks Ranch; Mayor Dee Grimm - Saint Hedwig; Mayor Eugene Ripps; Mayor Evelyn Lykins; Mayor Gabriel Durand-Hollis -Hill Country Village; Mayor Jim Clement - Sandy Oaks; Mayor Louis Cooper - Alamo Heights; Mayor Mark Bowen - Lytle; Mayor Mary Dennis - Live Oak; Mayor Michael Carpenter - Schertz; Mayor Paul Cuellar - Somerset; Mayor Ron Reinhard - Grey Forest; Mayor Suzanne DeLeon - Balcones Heights; Mayor Thomas Schoolcraft - Helotes; Mayor Timothy Howell; Mayor Timothy Wilson - Kirby; Mayor Tom Daly - Selma; mayor@uctx.gov; Mayor Riley

Cc: Ripper, Marcie

Subject: Suburban Cities

Good afternoon,

A couple weeks ago, the Bexar County Commissioners Court passed a resolution (attached) that called for a Countywide effort to educate and encourage individuals and families to reduce their consumption of sugar sweetened beverages in favor of healthier choices such as water. Judge Wolff would like you all to participate in the awareness campaign for this worthy cause. Please let me know of your interest and ideas for a successful campaign.

Also, if you all are not aware, but the City of San Antonio passed an amended resolution to TNC's. However, Uber has decided to exit the San Antonio market and I am providing you with their exact quote below.

In one vote, the city has destroyed thousands of jobs and eliminated a safe transportation option. The city's decision to ignore the will of 13,000 constituents who repeatedly urged the city to keep Uber in San Antonio is disconcerting to say the least.

The revised ordinance remains one of the most burdensome in the nation. In addition to the duplicative and unnecessary driver requirements, the city imposed excessive insurance requirements at the 11th hour. We are disappointed that we will not be able to operate in San Antonio when this ordinance is implemented.

Finally, I appreciate receiving copies of resolutions that you all have passed. I will place all actions in folders I am compiling for our records, and would appreciate electronic copies of any other actions you all may have taken.

Regards,

Dwayne Robinson
Constituent Services Director
Office of Bexar County Judge Nelson W. Wolff
Office: (210) 335-0016
Cell: (210) 268-9884
Email: Dwayne.Robinson@bexar.org

STATE OF TEXAS §

COUNTY OF BEXAR §



RESOLUTION

WHEREAS, over the last several generations, the United States has changed dramatically. We've systematically reduced physical activity in our daily lives and removed it from most of our schools. Unhealthy foods are sold in larger portion sizes, and it is difficult for many families to buy healthy, affordable foods and beverages. This culture has had a negative impact on our health, leading to dramatic rises in the rates of obesity and diabetes; and

WHEREAS, approximately, 29% of Bexar residents are obese and San Antonio remains one of the most overweight cities in the nation with high rates of obesity, diabetes, and many of the secondary health effects such as heart disease, amputations, kidney failure, and premature death. The rise in obesity in the United States tracks in parallel with increased consumption of sugar among its population. Americans today consume almost 80 pounds of added sugar, per person, per year; and

WHEREAS, a major area of concern for public health officials has been the excessive consumption of sugary beverages. It is clear from the medical evidence that calories in the form of sugar-sweetened beverages are linked to obesity and diabetes. These drinks are found in many forms, including: soda; sports drinks; sweetened milk, coffee, and tea; energy drinks; and even fruit drinks; and

WHEREAS, the consumption of sugar-sweetened beverages has increased by 500% in the past fifty years and is now the single largest source of calories in children, surpassing milk in the late 1990s. These drinks often have more than nine teaspoons of sugar per serving and represent the primary source of added sugar found in American diets; and

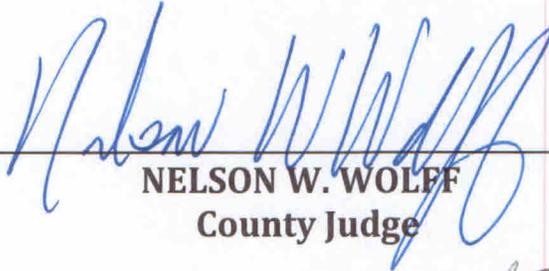
WHEREAS, drinking these sugar-sweetened beverages actually worsens the effect of excess calories because they don't satisfy hunger the way eating healthy food can;

NOW THEREFORE, BE IT RESOLVED, that Bexar County Commissioners Court;

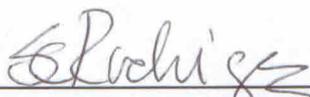
1. Supports the accessibility, availability, and affordability of healthy beverages by encouraging people to drink water and other healthy beverages as alternatives.
2. Will collaborate with state and local health departments to launch public awareness campaigns that promote healthy beverages
3. Will work with restaurants and other food retailers to limit portion sizes of sugar-sweetened beverages and remove sugar-sweetened beverages from kids menus
4. Will partner with state and local policymakers to restrict the types of beverages that may be sold to students on public school campuses with emphasis on sugar-sweetened beverages.

The people of Bexar County deserve to live in a community where healthier beverages are promoted as the better option, and making the right choice becomes the easy choice.

PASSED AND APPROVED by Bexar County Commissioners Court in San Antonio, Texas, on this the 17th day of February 2015 in Bexar County, Texas.



NELSON W. WOLFF
County Judge



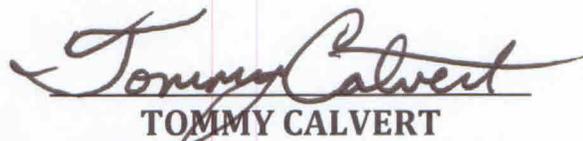
SERGIO "CHICO" RODRIGUEZ
Commissioner Precinct 1



PAUL ELIZONDO
Commissioner Precinct 2



KEVIN WOLFF
Commissioner Precinct 3



TOMMY CALVERT
Commissioner Precinct 4

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-03**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Presentation of Earth Day Proclamation.

PURPOSE

This item was placed on the City Council agenda at the request of the Earthwise Living Committee and approved by Mayor Riley.

The purpose of this item is to proclaim the month of April, 2015 as Earth Month in the City of Leon Valley.

SEE LEON VALLEY

Social – N/A. Economic – N/A Environmental – N/A

FISCAL IMPACT

None

STRATEGIC GOALS

None

RECOMMENDATION

None

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



EARTH DAY PROCLAMATION

***WHEREAS**, the first Earth Day was celebrated on April 22, 1970, with the goal of inspiring environmental awareness and encouraging the conservation, protection, and appreciation of our nation's natural resources; and,*

***WHEREAS**, it is the responsibility of each of us to safeguard the environment, by recognizing that all human life depends upon the Earth and upon one another for our mutual existence, well-being, and development; and,*

***WHEREAS**, the steps we can take to protect and preserve our natural environment through education, partnerships, and positive actions should be encouraged in Leon Valley; and,*

***WHEREAS**, the citizens of Leon Valley are committed not only to the protection and preservation of our environment, but also to the restoration of ecosystems and habitat; and,*

***WHEREAS**, the City of Leon Valley proudly recognizes all who participate in Earth Day, for their dedication to taking a proactive role in shaping the future of our environment and in protecting Leon Valley's precious natural resources.*

***NOW, THEREFORE, I, CHRIS RILEY, MAYOR**, on behalf of the Leon Valley City Council, do hereby proclaim the month of April, 2015 as Earth Month in the City of Leon Valley, and encourage the citizens of Leon Valley to be mindful of local, state, and national laws which protect our environment, and to join in efforts to preserve the beauty and wonder of the land, sky, and water of the Earth in all its diversity.*

Signed by my hand on this the 13th day of April, 2015.

Chris Riley
Chris Riley, Mayor



City of Leon Valley City Council

Tree Advisory Board Report
By: Chairperson Denise Berger

April 13, 2015

TAB Members

- TAB Members:
 - Denise Berger (Chair)
 - Thomas Benavides (Vice-Chair/Secretary)
 - Irene Baldrige
 - Melinda Dawson
 - Lyn Joseph
 - Mary Key
 - Diana Sarfin
 - Rich Sarfin
- Leon Valley Staff Liaison: Elizabeth Carol
- TAB Forester: Mark Kroeze, Alamo Region Urban Forester

Activities

Tree City USA

- Tree City USA Signs
 - Huebner and Redbird
 - Bandera and Hodges
- Standards for Tree City USA Recognition
 - Tree Board or Department
 - Tree Care Ordinance
 - Community Forestry Program With an Annual Budget of at Least \$2 Per Capita
 - Arbor Day Observance & Proclamation



Activities

- Tree Adoptions in Earthwise Living Day
 - Spanish Oak/TX Red Oak
 - Monterrey Oak
 - Texas Pecan
 - Mexican Buckeye
 - Texas Redbud
- Leon Valley Arbor Day 2014
 - Cancer Awareness / Prevention



Leon Valley Arbor Day
Is Going **PINK** for
Cancer Awareness & Prevention
Saturday, November 1, 2014
8am to 12pm
6417 Evers Road

Arbor Day Tree K – PINK Fun Run

8:00am – Registration

8:30am-9:45am – Walk/Run

10:00am – Welcome & Arbor Day Proclamation

10:30am – Tree Adoption Sponsored by CPS Energy

10:30am – 12:00p.m. – Booths and Presentations

Participants: Alamo Breast Cancer Foundation, Alamo Forest Partnership, CPS Energy, Walgreens, Leon Valley Public Library, and More...

JOIN US!!!

Tree Planting, Care & Maintenance Information
AND
Health & Wellness Information

For More Details call: 210-684-1391 x227

Hosted by: the Leon Valley Tree Advisory Board

Timed5K by:



Sponsored By:



Trees Sponsored By:



Total Trees Adoption

- Previously 1,388 had been adopted
 - Since 7/14/2009.
- Recent trees adoptions*:
 - Arbor Day 2014: 250
 - Earthwise Living Day 2015: 212

* Trees donated by CPS Energy
- Adopted-Out To-Date are 1,850.
- Meetings
 - 6 Regular Meetings in 2014
 - 6 meetings cancelled
 - 2 meetings in 2015

Budget Request

- TAB requests a budget:
 - To be determined by City Council
 - Repurposing (milling) of the Trees
 - From the LC-17 project.
- Enhance to public spaces for the community
 - Parkland and Trails
 - Community Center
 - Conference Center
 - Library.

Budget Request Continued

- Options for repurposing the tree:
 - Dimensional Lumber (2X4 and/or 2X6)
 - New Park Benches and Tables
 - Benches require Metal Frame Kits and associated hardware.
 - Repair existing Park Benches and Tables
 - Decorative Items
 - Library
 - Conference Center
 - Community Center.

Budget Request Continued

- Sample Cost Analysis for Budget Requested:
 - 10 Hours of milling (\$75.00 per Hour)
for dimensional lumber and slats = \$ 750.00
 - 8 Hours of labor (\$55.00 per Hour)
for decorative items = \$ 440.00
 - 7 Iron frame kits for new benches
(\$180.00 per kit) = \$1,260.00
 - Total = \$2,450.00

Notes:

1. Milling and Labor Hours estimate taken from Green Wood Milling Co.
2. Number of dimensional lumber and slat pieces are unknown at this time.
3. Iron Frame Kits estimate taken from Pilot Rock R. J. Thomas Mfg. Co. Inc.
(<http://www.pilotrock.com>, Kit Model No. GB/CB-6FR).
4. Price is negotiable if excess trees are donated.

12 Month Plan

- Maintain Tree City USA certification
- Arbor Day and Earthwise Living Day
 - Tree-adoptions
- Increase partnering with Park Commission and Beatification Committee
 - Goal: Increase trees along or in the spaces owned by the city (park, trails, Onion property, etc.)

City of Leon Valley City Council

Tree Advisory Board Report
By: Chairperson Denise Berger

April 13, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-04**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Tree USA designation and presentation.

PURPOSE

This item was placed on the City Council agenda at the request of Matt Harris, Chief Executive of the Arbor Day Foundation and approved by Mayor Riley.

The purpose of this item is to proclaim once again the City of Leon Valley is a Tree USA City for the third year in a row.

SEE LEON VALLEY

Social – N/A. Economic – N/A Environmental – N/A

FISCAL IMPACT

None

STRATEGIC GOALS

None

RECOMMENDATION

None

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

3/10/15
CR

Mayor Chris Riley
6400 El Verde Road
Leon Valley, TX 78238

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Leon Valley on earning recognition as a 2014 Tree City USA. Residents of Leon Valley ought to be proud to live in a community that makes the planting and care of trees a priority.

Your community joins more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your commitment to the people and trees of Leon Valley and thank you for helping to create a healthier planet for all of us.

Best Regards,



Matt Harris
Chief Executive

cc: Mark Kroeze

enclosure

For more information, contact:
Anthony Marek, 402-473-9563
amarek@arborday.org



FOR IMMEDIATE RELEASE:

Arbor Day Foundation Names Leon Valley Tree City USA

Leon Valley, TX was named a 2014 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management.

Leon Valley achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

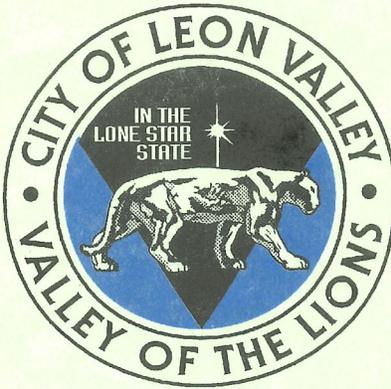
The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

"Everyone benefits when elected officials, volunteers and committed citizens in communities like Leon Valley make smart investments in urban forests," said Matt Harris, chief executive of the Arbor Day Foundation. "Trees bring shade to our homes and beauty to our neighborhoods, along with numerous economic, social and environmental benefits."

Cleaner air, improved storm water management, energy savings and increased property values and commercial activity are among the benefits enjoyed by Tree City USA communities.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation: The Arbor Day Foundation is a million member nonprofit conservation and education organization with the mission to inspire people to plant, nurture, and celebrate trees. More information is available at arborday.org.



PROCLAMATION

LEON VALLEY IS A 2014 TREE CITY USA COMMUNITY

WHEREAS, the City of Leon Valley was first recognized as a Tree City USA community in 2012 and 2013 and once again has met the qualifying criteria of the Tree City USA Program to have a viable tree management plan. The Tree Advisory Board, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation; and

WHEREAS, the Arbor Day Foundation and the National Association of State Foresters has approved and is recognizing the City of Leon Valley as a 2014 Tree City USA Community; and

WHEREAS, the City of Leon Valley is the only City in the State to be designated both as a Tree City USA Community and a Firewise Community; and

WHEREAS, trees play an important part in our everyday lives by lowering our heating and cooling costs, reducing erosion, cleaning the air, producing oxygen and providing a habitat for wildlife; and

WHEREAS, a random 10% sampling of street trees in Leon Valley was valued at over \$850,000 and indicates to the City that trees have monetary value and are important to attracting economic development to the area; and

WHEREAS, the City of Leon Valley has adopted a tree challenge to plant a tree for every citizen in Leon Valley – 10,000 by the year 2020.

NOW, THEREFORE, I, CHRIS RILEY, Mayor of the City of Leon Valley, Texas, do hereby proclaim Leon Valley as a Tree City USA Community and I urge all citizens to celebrate our local urban forest and to support efforts to plant, protect and sustain trees in Leon Valley now and for future generations.

Signed by my hand on this the 13th day of April, 2015.

Chris Riley

Mayor Chris Riley





Dedicated to preserving our history and heritage through education and research

April 3, 2015

**Board of Directors
Executive Committee**

Mark A. Eisenhower
President

Irene Baldrige
Vice President

Betty Wolfshohl
Recording Secretary

Darby Riley
*Corresponding Secretary
Past President*

Barbara Fryer
Treasurer

Carol Poss
Historian

Shirley Owen
Archivist

Directors

Douglas Barnes

Kathy Hill

Dr. Robert Dons

Advisory Board

John Gaines

Frank Onion

Joyce Dorrycott

Bonnie Ellison

Cindy Smith

Mr. Manuel Longoria, Jr.
City Manager
City of Leon Valley
6400 El Verde Road
Leon Valley, TX 78238

Re: Natural Area Lease

Mr. Longoria:

As indicated in our telephone conversation this morning, the Leon Valley Historical Society requests that the City agree that the termination date of the Natural Area Lease be midnight April 5, 2015.

Sincerely,

Mark A. Eisenhower, President
(210) 223-6371 (210) 683-5279
eisenhauerlaw@gmail.com

On behalf of the City of Leon Valley, the undersigned agrees that the Natural Area Lease will terminate at midnight April 5, 2015.

Manuel Longoria, Jr, City Manager

Manny Longoria

From: Mark A Eisenhauer <eisenhauerlaw@gmail.com>
Sent: Thursday, April 02, 2015 3:30 PM
To: Manny Longoria
Subject: Termination of Natural Area Lease

Manny

I have been asked by the Board of the Historical Society to advise of our decision to request an early termination of the Natural Area Lease. We would like for the City to agree that the lease will terminate at midnight on April 5, 2015 rather than the April 15 date that it is scheduled to terminate.

As you know we remain desirous of working with the City toward a mutually beneficial memorandum of understanding about the future use of our respective properties.

I would appreciate confirmation from you that the City will accept the early termination.

Mark

--

MARK A EISENHAUER

Attorney at Law

142 9th Street

San Antonio, TX 78215

(210) 223-6371 Telephone

(210) 223-6372 Fax

eisenhauerlaw@gmail.com

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Code Compliance
March 2015**Mar-15**

Violations/ Complaints	Number	In Compliance
Environmental/Graffiti	25	24
Right of way Obstructions	3	0
Animal Calls/TNR	55	52
High Grass/Weeds	31	10
Trash & Debris	6	5
Permit Inquiry	2	1
Bandit Signs	17	17
Junked Vehicles	0	0
Vacant Lots	0	0
Alleys	0	0
Zoning Violations	0	0
Total Violation Report	139	109

Notifications

Door Hangar	34
1st Notice Mailed	3
2nd Notice Mailed	0
Citations Issued	0
Contacts by Phone	3
Contacts in Person	99
Resolved / In Compliance	109
Unresolved Cases	30

FY 14-15

Violations/ Complaints	Number	In Compliance
Environmental/Graffiti	77	66
Right of way Obstructions	57	29
Animal Calls/TNR	232	223
High Grass/Weeds	107	63
Trash & Debris	66	40
Permit Inquiry	38	29
Bandit Signs	178	178
Junked Vehicles	29	18
Vacant Lots	10	0
Alleys	4	1
Zoning Violations	6	4
Reinspection	-	55
Total Violation Report	804	706

Notifications

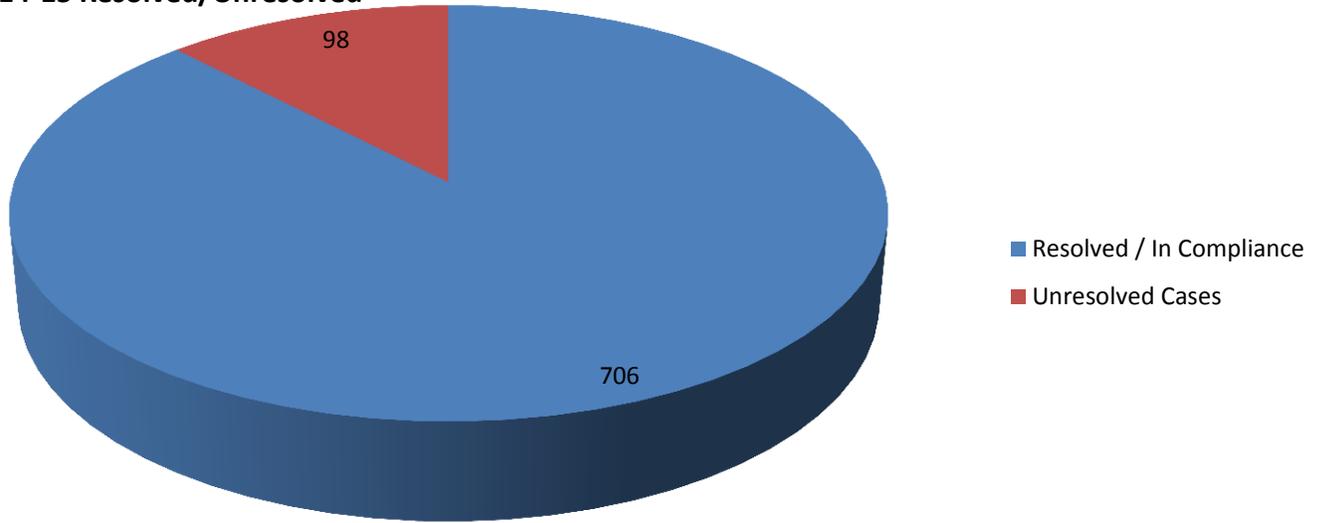
Notifications	Number
Door Hangar	148
1st Notice Mailed	13
2nd Notice Mailed	0
Citations Issued	0
Contact by Phone	45
Contacts in Person	481
Resolved / In Compliance	706
Unresolved Cases	98

FERAL CATS NEUTERED/SPAYED THROUGH TNR PROGRAM

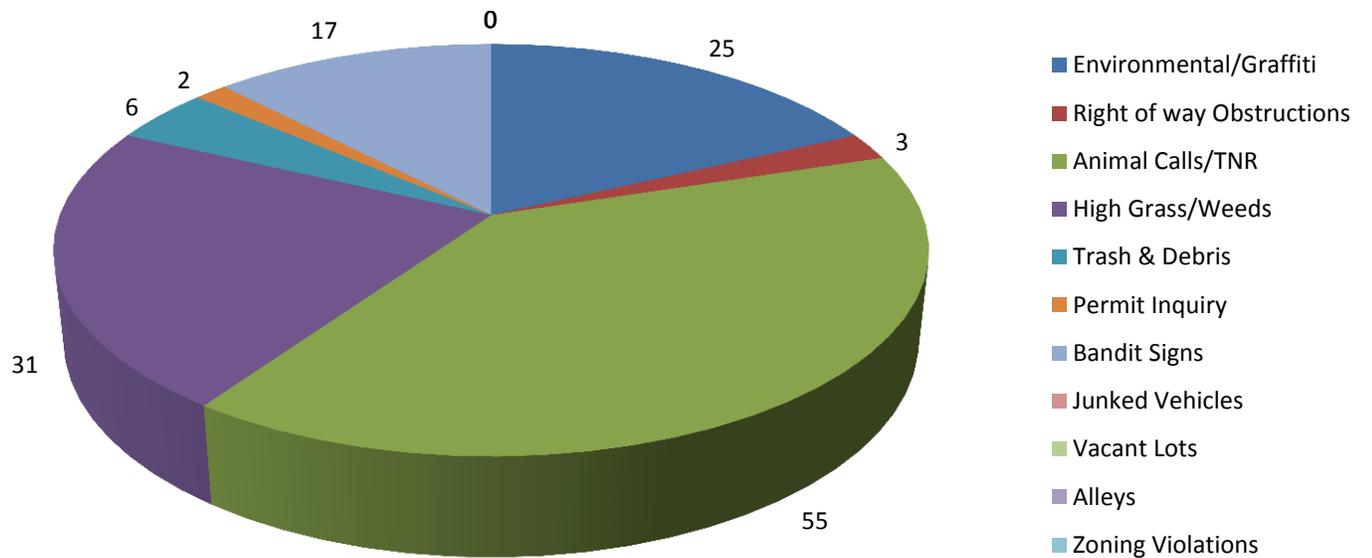
OCT. 2014	4
NOV. 2014	3
DEC. 2014	7
JAN. 2015	8
FEB. 2015	2
MAR. 2015	8
TOTAL:	32

Code Compliance
March 2015

FY 14-15 Resolved/Unresolved



March 2015



LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT DECEMBER 2014

Overall Responses: The Fire Department responded to 190 incidents this month (2013 – 161 incidents). Fire loss for the month in the City was approximately \$160,000.

Fires: Firefighters responded to the City of Castle Hills, at the Wedgewood apartments for a structure fire. Leon Valley sent a total of 8 firefighters, and 2 EMS units. Firefighters rescued 6 residents, treated several patients on scene, and transported 2 victims.

Firefighters received a call for a structure fire at the Sierra Royale Apartments on 12/01/14 just before 10 PM. Leon Valley FD arrived in 4 minutes to find one apartment unit on fire in a fully occupied 2-story, 5-unit apartment building. The team worked to quickly evacuate the building and extinguish the fire. The fire resulted in approximately \$150,000 in damage to the building. Firefighters stopped the fire from damaging the other 4 apartment units in the same building.

Firefighters responded to the Shadow Valley apartments for a vehicle fire. The fire was extinguished quickly and the damage limited to the engine compartment.

Firefighters responded to Intertek Automotive Research for a fire in an engine bay. The fire was quickly extinguished and damage was limited to the immediate area.

The fire department responded to a brush fire between Caraway Bend and Grass Hill Dr. The fire damaged approximately 3 acres of brush and grass, and was extinguished before any homes were damaged.

EMS Responses: EMS responded to a total of 113 incidents (2013 - 161). Eighty-five (85) patients were transported to local hospitals by Leon Valley EMS. Forty-nine (49) EMS support responses were made.

Other Responses: Fire crews also responded to 8 false alarms, 2 hazardous condition calls, and 9 service calls.

Fire Prevention/Education: Thirty-two (32) Fire inspections were completed, which includes 5 Certificate of Occupancy inspections.

Personnel & Training News:

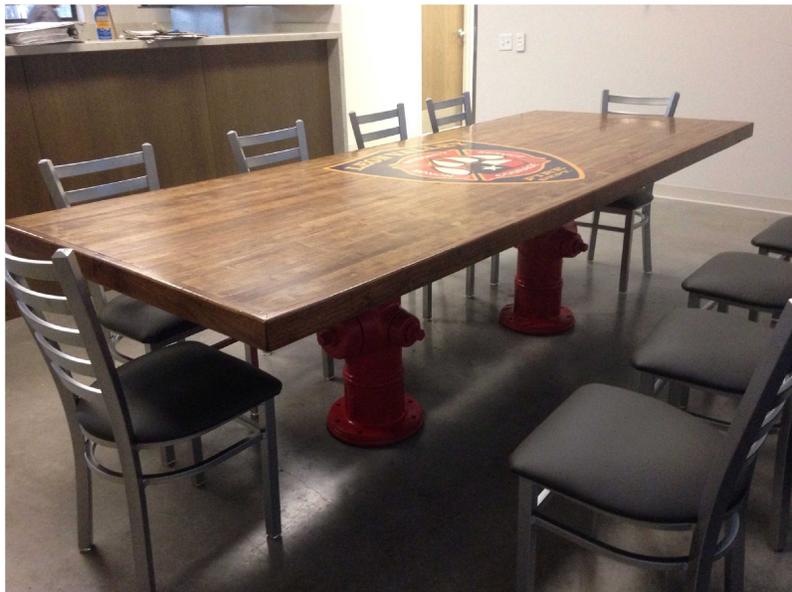
Fire station construction stays on schedule: Firefighters kept the move to the new fire station as the main focus for the month of December. This included managing inspections and testing of systems, installation of furniture and appliances. Our final move took place at the end of the month and went seamless without any interruption in emergency services.

Training for the big climb!

Firefighters stayed focused through our big move for our upcoming climb. Firefighters use the stairwell at the 10-story Wells Fargo Building at 6100 Bandera rd. to train for the big climb up the Tower of Americas. This event works to help support the Cystic Fibrosis Foundation, improve our fitness, teamwork, and character.

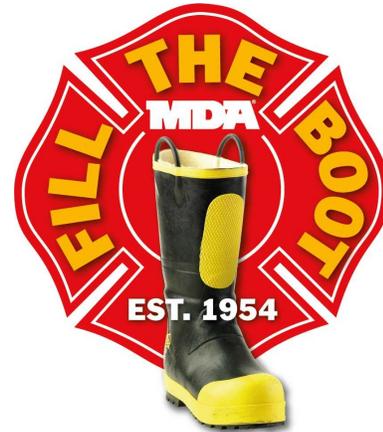


Special Dining table project complete: The old section of bowling lane that the department received from Bandera Bowl was completed by shop students at John Marshall High School and firefighters. The table sits on 2 fire hydrants that were taken out of service and set to be salvaged. The table is 42 inches wide and 10 feet in length. It seats 10 firefighters comfortably, adds character, and is a savings.



Leon Valley Firefighters help fill the boot for MDA!

Leon Valley firefighters worked together and raised \$3,625 for the Muscular Dystrophy Association.



FIRE DEPARTMENT ACTIVITIES	DEC 2014	DEC 2013	TOTAL 2014	TOTAL 2013
SUPERVISED FIRE DRILLS	1	1	11	5
LECTURES/DEMOS NUMBER ATTENDED	2 25	3 45	42 3397	42 2300
PLAN REVIEWS	2	2	26	30
CITATIONS ISSUED	0	0	1	0
WARNINGS ISSUED	0	0	0	3
COMPLAINTS INVESTIGATED	1	1	10	9
CERTIFICATE OF OCCUPANCY INSP.	5	0	101	129
FIRE INSPECTIONS	32	37	314	439
PERMITS ISSUED (FY)	0	0	22	10
PERMIT FEES RECEIVED	0	0	\$2175	\$1450

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	DEC 2014	DEC 2013	TOTAL 2014	TOTAL 2013
STRUCTURE RESIDENTIAL	1	1	6	7
STRUCTURE COMMERCIAL RESIDENTIAL	1	0	6	5
STRUCTURE COMMERCIAL	0	0	3	2
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	1
VEHICLE FIRE	1	0	11	8
OUTSIDE RUBBISH FIRE	1	1	11	11
SPECIAL OUTSIDE FIRE	0	0	3	3
NATURAL VEGETATION FIRE	2	0	6	2
FIRE, OTHER	1	0	7	10
FALSE ALARM	8	7	121	143
INVESTIGATION OR SPECIAL INCIDENT	0	0	1	2
SERVICE CALL	9	4	93	58
EMS	113	95	1237	1159
EMS ASSIST	49	48	570	242
HAZARDOUS CONDITION	2	2	13	23
RESCUE	0	2	7	14
MUTUAL AID	0	0	10	19
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	1	0
GOOD INTENT CALL	1	5	14	53
SEVERE WEATHER OR NATURAL DISASTER	0	0	0	1
TOTAL	190	161	2124	1867

Luis Valdez, Fire Chief



LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT NOVEMBER 2014

Overall Responses: The Fire Department responded to 147 incidents this month (2013 – 135 incidents). Fire loss for the month was minimal.

Fires: Firefighters responded to Balcones Heights with an apartment fire on Hillcrest Dr. on the 22nd. Firefighters responded to 4 calls for smoke or the odor of smoke in buildings, including HEB and the Wells Fargo building. All smoke incidents were contained, and the smoke removed.

Firefighters responded on the 25th to Forest Way for heavy smoke in the neighborhood and were unable to locate the source. The smoke dissipated after crews arrived on scene and it was later determined that the source was a resident that was burning brush in their back yard.

EMS Responses: EMS responded to a total of 90 incidents (2013 - 80). Sixty-seven (67) patients were transported to local hospitals by Leon Valley EMS. Thirty-five (35) EMS support responses were made.

Other Responses: Fire crews also responded to 10 false alarms, 1 ruptured gas line on Deer Lane, and 5 service calls.

Fire Prevention/Education: Thirty-seven (37) Fire inspections were completed, which includes 5 Certificate of Occupancy inspections.

Personnel & Training News:

Fire station construction on schedule (Strategic Goal #2): The new fire station passed its ceiling inspection, which means the ceiling tiles can now be placed. The floors are being cleaned, polished, and the interior doors are being prepared for installation. Also, the rain gutters were installed and the exterior rock work for the fencing and small monument sign are nearing completion, and the mezzanine (the storage area above the far bay) has passed its final inspection.

Next up - Firefighters are now moving some equipment into the mezzanine at the new fire station. This helps Bartlett Cocke begin construction by clearing out our upstairs training room, for phase II of the project ahead of schedule.



Teamwork with Public Works! Large trip to auction house (Strategic Goal #2):

The department continued to work through the moving management schedule to ensure a smooth transition into the new fire station.

Fire and public works departments teamed up for a large “purge” of old furniture and equipment that needed to get cleared out in anticipation of the big move to the new fire station. Included in the move were old dayroom seating, desk, file cabinets, our old ambulance, and items from other city departments. Fire department staff planned to work through the month of December with minimal furniture in anticipation of the move.

Honor Guard presents on Veterans Day (Strategic Goal #5):

The Honor Guard presented the flag to a group of retired veterans at our Leon Valley HEB and Primrose Adult Daycare, at 6812 Bandera Rd, suite #124. The ceremony included the pledge of allegiance, singing of the national anthem, and a short speech by the fire department thanking our veterans. At least a dozen veterans that served were present.



Visit to the senior citizen luncheon helps promote our cooking safe program (Department Goal – Fire prevention):



The department visited with seniors during the monthly luncheon and was able to discuss cooking safety before the holidays and raffle off 5 fire department aprons. The winners were excited and promised to show them off on Thanksgiving to their families.

The Official ISO rating with TDI takes effect November 1st (Strategic Goal 5a):

Earlier this year the City's ISO rating was improved and recognized by the Insurance Services Offices. As of November 1st, the new rating is effective with the Texas Department of Insurance. Property Owners may see a reduction of insurance premiums, and we would like to hear feedback.



FIRE DEPARTMENT ACTIVITIES	NOV 2014	NOV 2013	TOTAL 2014	TOTAL 2013
SUPERVISED FIRE DRILLS	1	1	10	5
LECTURES/DEMOS NUMBER ATTENDED	2 20	5 60	40 3372	42 2300
PLAN REVIEWS	2	1	24	30
CITATIONS ISSUED	0	0	1	0
WARNINGS ISSUED	0	0	0	3
COMPLAINTS INVESTIGATED	0	0	9	9
CERTIFICATE OF OCCUPANCY INSP.	8	12	96	129
FIRE INSPECTIONS	32	24	282	439
PERMITS ISSUED (FY)	5	0	22	10
PERMIT FEES RECEIVED	\$725	\$0	\$2175	\$1450

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	NOV 2014	NOV 2013	TOTAL 2014	TOTAL 2013
STRUCTURE RESIDENTIAL	0	0	5	7
STRUCTURE COMMERCIAL RESIDENTIAL	1	1	5	5
STRUCTURE COMMERCIAL	0	0	3	2
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	1
VEHICLE FIRE	0	2	10	8
OUTSIDE RUBBISH FIRE	0	0	10	11
SPECIAL OUTSIDE FIRE	1	0	3	3
NATURAL VEGETATION FIRE	0	0	4	2
FIRE, OTHER	2	0	6	10
FALSE ALARM	10	15	113	143
INVESTIGATION OR SPECIAL INCIDENT	0	0	1	2
SERVICE CALL	5	7	84	58
EMS	90	80	1124	1159
EMS ASSIST	35	28	521	242
HAZARDOUS CONDITION	0	0	11	23
RESCUE	0	0	7	14
MUTUAL AID	0	2	10	19
OVERPRESSURE RUPTURE OR EXPLOSION	1	0	1	0
GOOD INTENT CALL	0	0	13	53
SEVERE WEATHER OR NATURAL DISASTER	0	0	0	1
TOTAL	147	135	1931	1867

Luis Valdez, Fire Chief





**CITY OF LEON VALLEY
FINANCIAL STATEMENT
MARCH 2015**



General Fund

	FY 2014-2015 BUDGET		FY 2014-2015 Y-T-D ACTUAL		FY 2013-2014 Y-T-D	
<u>REVENUE</u>						
Ad Valorem	\$ 3,316,280	50.0%	\$ 3,073,917	92.7%	\$ 2,890,808	89.3%
Sales Taxes	2,124,190	50.0%	739,807	34.8%	690,533	37.2%
Franchise Taxes	840,098	50.0%	409,576	48.8%	364,639	51.6%
Licenses,Permits,Fees,Fines	997,375	50.0%	469,908	47.1%	533,198	52.7%
Miscellaneous	160,637	50.0%	69,390	43.2%	86,107	62.2%
TOTAL REVENUE	\$ 7,438,580	50.0%	\$ 4,762,598	64.0%	\$ 4,565,285	65.7%
<u>EXPENDITURES</u>						
Business Office	\$ 165,153	50.0%	\$ 71,226	43.1%	\$ 70,695	45.9%
Finance	220,127	50.0%	96,826	44.0%	105,832	47.7%
Council & Manager	489,272	50.0%	228,529	46.7%	189,580	44.8%
Police	2,344,069	50.0%	1,060,248	46.0%	1,096,482	48.0%
Fire	2,231,419	50.0%	1,187,842	54.0%	1,202,515	53.0%
Public Works	1,177,650	50.0%	624,479	53.0%	607,331	50.1%
Community Development	212,660	50.0%	110,631	52.0%	92,943	45.3%
Economic Development	145,775	50.0%	55,904	38.4%	91,737	57.0%
Special Events	97,568	50.0%	22,906	23.5%	6,711	8.9%
Parks & Recreation	183,736	50.0%	65,656	35.7%	66,756	31.3%
Library	359,193	50.0%	140,489	39.1%	128,045	44.6%
Other Sources/Uses	207,479		-			
TOTAL EXPENDITURES	\$ 7,834,101	50.0%	\$ 3,664,737	48.1%	\$ 3,658,629	48.4%



Water and Sewer Fund

	FY 2014-2015 BUDGET		FY 2014-2015 Y-T-D ACTUAL		FY 2013-2014 Y-T-D	
REVENUE						
Water Sales	\$ 1,594,000	50.0%	\$ 652,202	40.9%	\$ 608,400	40.6%
Sewer Sales	1,880,369	50.0%	846,983	45.0%	769,979	46.8%
Connection & Platting	2,500	50.0%	300	12.0%	300	12.0%
Customer Fees	43,300	50.0%	17,842	41.2%	24,017	55.5%
Tapping Fees	16,000	50.0%	10,455	65.4%	4,141	25.9%
Miscellaneous	46,000	50.0%	381	0.8%	86,072	176.4%
TOTAL REVENUE	\$ 3,582,169	50.0%	\$ 1,528,164	42.7%	\$ 1,492,909	45.8%
EXPENDITURES						
Business Office	717,963	50.0%	301,373	42.0%	286,441	43.3%
Water System	1,645,181	50.0%	587,991	35.7%	847,609	64.1%
Sewer System	1,449,990	50.0%	632,570	43.6%	507,251	40.1%
Storm Water	466,574	50.0%	165,103	35.4%	142,943	37.5%
Other Sources/Uses	70,000					
TOTAL EXPENDITURES	\$ 4,349,708	50.0%	\$ 1,687,037	39.4%	\$ 1,784,245	49.1%



Community Center Fund

	FY 2014-2015 <u>BUDGET</u>		FY 2014-2015 <u>Y-T-D ACTUAL</u>		FY 2013-2014 <u>Y-T-D</u>	
<u>REVENUE</u>						
Hotel/Motel Taxes	85,000	50.0%	21,797	25.6%	22,065	26.6%
RENTAL FEES:						
Community Center	45,000	50.0%	16,957	37.7%	20,248	41.5%
Conference Center	30,470	50.0%	12,034	39.5%	12,135	34.9%
Miscellaneous:						
CDBG Grant	-		-		-	
CPS Energy Rebate	-		-		-	
TOTAL REVENUE	\$ 160,470	50.0%	\$ 50,788	31.7%	\$ 54,448	32.7%
<u>EXPENDITURES</u>						
Community Center Operations	\$ 151,063	50.0%	\$ 72,171	47.8%	\$ 86,921	46.1%
Other Sources/Uses	\$ 20,000		\$ -			
TOTAL EXPENDITURES	\$ 171,063	50.0%	\$ 72,171	47.8%	\$ 86,921	46.1%



Street Maintenance Sales Tax

	Actual FY 2013	Actual FY 2014	Budget FY 2015	Actual FY 2015
Revenues	475,884	554,015	523,472	182,842
Transfers In	-	-	-	-
TOTAL REVENUES	475,884	554,015	523,472	182,842
Expenditures	10,720	403,791	1,393,806	149,559
TOTAL EXPENDITURES	10,720	403,791	1,393,806	149,559
FUND BALANCE	866,862	1,017,087	146,753	1,050,370

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

AD VALOREM TAXES	3,316,280.00	54,064.91	0.00	3,073,917.49	0.00	242,362.51	92.69
SALES TAXES	2,124,190.00	162,592.41	0.00	739,807.39	0.00	1,384,382.61	34.83
FRANCHISE FEES	840,098.00	4,008.64	0.00	409,575.78	0.00	430,522.22	48.75
LICENSE, PERMITS, FEES, FINE	997,375.00	118,477.63	0.00	469,907.71	0.00	527,467.29	47.11
MISCELLANEOUS	<u>160,637.00</u>	<u>15,950.72</u>	<u>0.00</u>	<u>69,389.91</u>	<u>0.00</u>	<u>91,247.09</u>	<u>43.20</u>
TOTAL REVENUE	7,438,580.00	355,094.31	0.00	4,762,598.28	0.00	2,675,981.72	64.03
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Business Office							

PERSONNEL SERVICES	79,471.00	5,866.83	0.00	39,560.95	0.00	39,910.05	49.78
SUPPLIES	9,130.00	256.03	0.00	3,811.58	0.00	5,318.42	41.75
CONTRACTUAL SERVICES	<u>76,552.00</u>	<u>4,969.00</u>	<u>0.00</u>	<u>27,853.48</u>	<u>0.00</u>	<u>48,698.52</u>	<u>36.39</u>
TOTAL Business Office	165,153.00	11,091.86	0.00	71,226.01	0.00	93,926.99	43.13
Finance							

PERSONNEL SERVICES	142,822.00	10,579.37	0.00	72,337.01	0.00	70,484.99	50.65
SUPPLIES	5,600.00	205.19	0.00	2,469.19	5.03	3,125.78	44.18
CONTRACTUAL SERVICES	<u>71,705.00</u>	<u>6,699.92</u>	<u>0.00</u>	<u>22,014.28</u>	<u>0.00</u>	<u>49,690.72</u>	<u>30.70</u>
TOTAL Finance	220,127.00	17,484.48	0.00	96,820.48	5.03	123,301.49	43.99
City Manager & Council							

PERSONNEL SERVICES	255,684.00	17,468.50	0.00	119,961.73	0.00	135,722.27	46.92
SUPPLIES	42,440.00	3,346.48	0.00	22,087.02	355.27	19,997.71	52.88
CONTRACTUAL SERVICES	<u>191,148.00</u>	<u>20,740.54</u>	<u>0.00</u>	<u>85,897.08</u>	<u>228.00</u>	<u>105,022.92</u>	<u>45.06</u>
TOTAL City Manager & Council	489,272.00	41,555.52	0.00	227,945.83	583.27	260,742.90	46.71
Police Administration							

PERSONNEL SERVICES	331,812.00	17,145.03	0.00	139,422.50	0.00	192,389.50	42.02
SUPPLIES	7,250.00	660.13	0.00	3,463.07	0.00	3,786.93	47.77
CONTRACTUAL SERVICES	69,228.00	4,488.99	0.00	31,316.97	0.00	37,911.03	45.24
CAPITAL OUTLAY	<u>18,300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>18,300.00</u>	<u>0.00</u>
TOTAL Police Administration	426,590.00	22,294.15	0.00	174,202.54	0.00	252,387.46	40.84

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Police Crime Prevention							

TOTAL Police Crime Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Patrol							

PERSONNEL SERVICES	1,193,154.00	85,423.05	0.00	592,739.57	406.00	600,008.43	49.71
SUPPLIES	84,000.00	8,071.00	0.00	26,797.75	230.00	56,972.25	32.18
CONTRACTUAL SERVICES	29,400.00	416.98	0.00	6,892.62	0.00	22,507.38	23.44
TOTAL Police Patrol	1,306,554.00	93,911.03	0.00	626,429.94	636.00	679,488.06	47.99
Police Communications							

PERSONNEL SERVICES	288,019.00	23,950.46	0.00	126,592.75	0.00	161,426.25	43.95
SUPPLIES	2,200.00	438.09	0.00	741.80	0.00	1,458.20	33.72
CONTRACTUAL SERVICES	3,300.00	775.22	0.00	1,890.72	0.00	1,409.28	57.29
TOTAL Police Communications	293,519.00	25,163.77	0.00	129,225.27	0.00	164,293.73	44.03
Police Investigations							

PERSONNEL SERVICES	231,246.00	12,091.34	0.00	85,062.48	0.00	146,183.52	36.78
SUPPLIES	2,700.00	3.98	0.00	560.69	263.50	1,875.81	30.53
CONTRACTUAL SERVICES	5,350.00	706.00	0.00	789.00	0.00	4,561.00	14.75
TOTAL Police Investigations	239,296.00	12,801.32	0.00	86,412.17	263.50	152,620.33	36.22
Police Narcotics TF							

PERSONNEL SERVICES	77,974.00	4,668.45	0.00	43,042.14	0.00	34,931.86	55.20
CONTRACTUAL SERVICES	136.00	0.00	0.00	36.50	0.00	99.50	26.84
TOTAL Police Narcotics TF	78,110.00	4,668.45	0.00	43,078.64	0.00	35,031.36	55.15
Police Reserves							

TOTAL Police Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Administration							

PERSONNEL SERVICES	224,354.00	23,806.90	0.00	115,072.76	0.00	109,281.24	51.29
SUPPLIES	4,914.00	150.07	0.00	3,304.34	46.49	1,563.17	68.19
CONTRACTUAL SERVICES	36,223.00	5,440.07	0.00	17,882.94	0.00	18,340.06	49.37
CAPITAL OUTLAY	51,300.00	0.00	0.00	37,118.71	13,949.50	231.79	99.55
TOTAL Fire Administration	316,791.00	29,397.04	0.00	173,378.75	13,995.99	129,416.26	59.15

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Fire Reserves							

PERSONNEL SERVICES	0.00	9.00	0.00	9.00	0.00	(9.00)	0.00
TOTAL Fire Reserves	0.00	9.00	0.00	9.00	0.00	(9.00)	0.00
Fire Operations							

PERSONNEL SERVICES	1,694,975.00	122,281.27	0.00	870,209.58	0.00	824,765.42	51.34
SUPPLIES	31,237.00	2,376.59	0.00	12,083.22	4,137.99	15,015.79	51.93
CONTRACTUAL SERVICES	70,830.00	5,048.90	0.00	52,544.78	0.00	18,285.22	74.18
CAPITAL OUTLAY	9,400.00	0.00	0.00	0.00	0.00	9,400.00	0.00
TOTAL Fire Operations	1,806,442.00	129,706.76	0.00	934,837.58	4,137.99	867,466.43	51.98
Fire Prevention							

TOTAL Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire EMS							

SUPPLIES	39,610.00	8,624.50	0.00	28,712.44	0.00	10,897.56	72.49
CONTRACTUAL SERVICES	68,576.00	2,788.28	0.00	32,770.40	0.00	35,805.60	47.79
TOTAL Fire EMS	108,186.00	11,412.78	0.00	61,482.84	0.00	46,703.16	56.83
Public Works M&O							

PERSONNEL SERVICES	742,935.00	56,617.39	0.00	385,176.75	0.00	357,758.25	51.85
SUPPLIES	145,500.00	32,920.84	0.00	97,950.91	0.00	47,549.09	67.32
CONTRACTUAL SERVICES	269,215.00	30,403.97	0.00	118,891.69	18,814.70	131,508.61	51.15
CAPITAL OUTLAY	20,000.00	2,996.39	0.00	3,645.20	0.00	16,354.80	18.23
TOTAL Public Works M&O	1,177,650.00	122,938.59	0.00	605,664.55	18,814.70	553,170.75	53.03
Public Works Construction							

TOTAL Public Works Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Development							

PERSONNEL SERVICES	110,882.00	6,944.76	0.00	45,103.60	0.00	65,778.40	40.68
SUPPLIES	5,400.00	420.29	0.00	3,708.75	13.48	1,677.77	68.93
CONTRACTUAL SERVICES	96,378.00	11,330.51	0.00	61,805.06	0.00	34,572.94	64.13
TOTAL Community Development	212,660.00	18,695.56	0.00	110,617.41	13.48	102,029.11	52.02

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Economic Development							
PERSONNEL SERVICES	127,082.00	9,553.65	0.00	50,517.03	0.00	76,564.97	39.75
SUPPLIES	4,700.00	180.44	0.00	1,000.26	0.00	3,699.74	21.28
CONTRACTUAL SERVICES	<u>13,993.00</u>	<u>611.10</u>	<u>0.00</u>	<u>4,387.00</u>	<u>0.00</u>	<u>9,606.00</u>	<u>31.35</u>
TOTAL Economic Development	145,775.00	10,345.19	0.00	55,904.29	0.00	89,870.71	38.35
Special Events							
PERSONNEL SERVICES	12,118.00	0.00	0.00	0.00	0.00	12,118.00	0.00
SUPPLIES	50,450.00	6,794.47	0.00	15,406.33	0.00	35,043.67	30.54
CONTRACTUAL SERVICES	<u>35,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,500.00</u>	<u>0.00</u>	<u>27,500.00</u>	<u>21.43</u>
TOTAL Special Events	97,568.00	6,794.47	0.00	22,906.33	0.00	74,661.67	23.48
Parks & Recreation							
PERSONNEL SERVICES	88,146.00	4,271.13	0.00	36,414.02	0.00	51,731.98	41.31
SUPPLIES	15,000.00	7,011.70	0.00	13,101.24	5,138.67	3,239.91	121.60
CONTRACTUAL SERVICES	60,590.00	1,331.23	0.00	6,446.42	0.00	54,143.58	10.64
CAPITAL OUTLAY	<u>20,000.00</u>	<u>420.00</u>	<u>0.00</u>	<u>4,555.74</u>	<u>0.00</u>	<u>15,444.26</u>	<u>22.78</u>
TOTAL Parks & Recreation	183,736.00	13,034.06	0.00	60,517.42	5,138.67	118,079.91	35.73
Library							
PERSONNEL SERVICES	268,630.00	14,816.92	0.00	116,446.61	0.00	152,183.39	43.35
SUPPLIES	24,314.00	1,128.84	0.00	3,405.72	433.54	20,474.74	15.79
CONTRACTUAL SERVICES	46,249.00	1,118.16	0.00	13,715.83	0.00	32,533.17	29.66
CAPITAL OUTLAY	<u>20,000.00</u>	<u>629.45</u>	<u>0.00</u>	<u>6,487.43</u>	<u>0.00</u>	<u>13,512.57</u>	<u>32.44</u>
TOTAL Library	359,193.00	17,693.37	0.00	140,055.59	433.54	218,703.87	39.11
Communications							
TOTAL Communications	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***							
	7,626,622.00	588,997.40	0.00	3,620,714.64	44,022.17	3,961,885.19	48.05
** REVENUE OVER (UNDER) EXPENDITURES *(
	188,042.00	233,903.09	0.00	1,141,883.64	44,022.17	1,285,903.47	683.84

OTHER FINANCING SOURCES (USES)

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FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
OTHER SOURCES/USES	(207,479.00)	0.00	0.00	0.00	0.00	(207,479.00)	0.00
TOTAL OTHER SOURCES/USES	(207,479.00)	0.00	0.00	0.00	0.00	(207,479.00)	0.00
NET GAIN OR (LOSS)	(395,521.00	(233,903.09)	0.00	1,141,883.64	(44,022.17	(1,493,382.47)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

MISCELLANEOUS	46,000.00	0.00	0.00	380.69	0.00	45,619.31	0.83
WATER SALES	1,594,000.00	113,994.36	0.00	652,202.31	0.00	941,797.69	40.92
SEWER SALES	1,880,369.00	163,547.57	0.00	846,983.10	0.00	1,033,385.90	45.04
CONNECTION & PLATTING	2,500.00	0.00	0.00	300.00	0.00	2,200.00	12.00
CUSTOMER FEES	43,300.00	2,689.60	0.00	17,842.33	0.00	25,457.67	41.21
TAPPING FEES	<u>16,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,455.20</u>	<u>0.00</u>	<u>5,544.80</u>	<u>65.35</u>
TOTAL REVENUE	3,582,169.00	280,231.53	0.00	1,528,163.63	0.00	2,054,005.37	42.66
	=====	=====	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

Business Office

PERSONNEL SERVICES	596,861.00	43,717.29	0.00	277,283.26	0.00	319,577.74	46.46
SUPPLIES	33,750.00	164.53	0.00	1,874.15	0.00	31,875.85	5.55
CONTRACTUAL SERVICES	<u>87,352.00</u>	<u>1,348.82</u>	<u>0.00</u>	<u>22,215.17</u>	<u>0.00</u>	<u>65,136.83</u>	<u>25.43</u>
TOTAL Business Office	717,963.00	45,230.64	0.00	301,372.58	0.00	416,590.42	41.98

Water System

PERSONNEL SERVICES	346,752.00	25,471.53	0.00	187,198.66	0.00	159,553.34	53.99
SUPPLIES	77,500.00	9,480.60	0.00	42,536.94	0.00	34,963.06	54.89
CONTRACTUAL SERVICES	525,130.00	20,009.32	0.00	349,718.72	641.58	174,769.70	66.72
CAPITAL OUTLAY	<u>695,799.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,895.30</u>	<u>0.00</u>	<u>687,903.70</u>	<u>1.13</u>
TOTAL Water System	1,645,181.00	54,961.45	0.00	587,349.62	641.58	1,057,189.80	35.74

Sewer System

PERSONNEL SERVICES	133,811.00	8,293.43	0.00	70,874.27	0.00	62,936.73	52.97
SUPPLIES	4,700.00	0.00	0.00	0.00	0.00	4,700.00	0.00
CONTRACTUAL SERVICES	<u>1,311,479.00</u>	<u>113,356.29</u>	<u>0.00</u>	<u>561,695.86</u>	<u>0.00</u>	<u>749,783.14</u>	<u>42.83</u>
TOTAL Sewer System	1,449,990.00	121,649.72	0.00	632,570.13	0.00	817,419.87	43.63

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Construction							

TOTAL Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Storm Water							

PERSONNEL SERVICES	144,994.00	10,138.36	0.00	68,252.44	0.00	76,741.56	47.07
SUPPLIES	21,000.00	93.55	0.00	7,613.91	0.00	13,386.09	36.26
CONTRACTUAL SERVICES	175,580.00	3,761.54	0.00	88,996.58	0.00	86,583.42	50.69
CAPITAL OUTLAY	125,000.00	240.00	0.00	240.00	0.00	124,760.00	0.19
TOTAL Storm Water	466,574.00	14,233.45	0.00	165,102.93	0.00	301,471.07	35.39

*** TOTAL EXPENDITURES ***	4,279,708.00	236,075.26	0.00	1,686,395.26	641.58	2,592,671.16	39.42
=====							
** REVENUE OVER (UNDER) EXPENDITURES *	(697,539.00)	44,156.27	0.00	(158,231.63)	641.58	(538,665.79)	77.22
=====							
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(70,000.00)	0.00	0.00	0.00	0.00	(70,000.00)	0.00
TOTAL OTHER SOURCES/USES	(70,000.00)	0.00	0.00	0.00	0.00	(70,000.00)	0.00

NET GAIN OR (LOSS)	(767,539.00)	44,156.27	0.00	(158,231.63)	641.58	(608,665.79)	
=====							

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

710-Community Center
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

TAXES	85,000.00	0.00	0.00	21,796.82	0.00	63,203.18	25.64
FEEES	<u>75,470.00</u>	<u>7,280.00</u>	<u>0.00</u>	<u>28,991.00</u>	<u>0.00</u>	<u>46,479.00</u>	<u>38.41</u>
TOTAL REVENUE	160,470.00	7,280.00	0.00	50,787.82	0.00	109,682.18	31.65
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Community Center Operations							

PERSONNEL SERVICES	92,133.00	6,117.58	0.00	43,952.07	0.00	48,180.93	47.71
SUPPLIES	7,400.00	7.07	0.00	1,547.55	0.00	5,852.45	20.91
CONTRACTUAL SERVICES	<u>51,530.00</u>	<u>2,699.66</u>	<u>0.00</u>	<u>26,671.37</u>	<u>0.00</u>	<u>24,858.63</u>	<u>51.76</u>
TOTAL Community Center Operations	151,063.00	8,824.31	0.00	72,170.99	0.00	78,892.01	47.78
Visitor Services							

TOTAL Visitor Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL EXPENDITURES ***							
	<u>151,063.00</u>	<u>8,824.31</u>	<u>0.00</u>	<u>72,170.99</u>	<u>0.00</u>	<u>78,892.01</u>	<u>47.78</u>
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES **	9,407.00	(1,544.31)	0.00	(21,383.17)	0.00	30,790.17	327.31
	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(20,000.00)	0.00	0.00	0.00	0.00	(20,000.00)	0.00
TOTAL OTHER SOURCES/USES	(20,000.00)	0.00	0.00	0.00	0.00	(20,000.00)	0.00
NET GAIN OR (LOSS)							
	(10,593.00)	(1,544.31)	0.00	(21,383.17)	0.00	10,790.17	
	=====	=====	=====	=====	=====	=====	=====

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2015

720-Street Maintenance Tax
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
Revenues	<u>523,472.00</u>	<u>40,642.51</u>	<u>0.00</u>	<u>182,841.97</u>	<u>0.00</u>	<u>340,630.03</u>	<u>34.93</u>
TOTAL REVENUE	523,472.00	40,642.51	0.00	182,841.97	0.00	340,630.03	34.93
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							
Street Maintenance Tax							
CONTRACTUAL SERVICES	<u>1,393,806.00</u>	<u>276.74</u>	<u>0.00</u>	<u>149,558.79</u>	<u>0.00</u>	<u>1,244,247.21</u>	<u>10.73</u>
TOTAL Street Maintenance Tax	1,393,806.00	276.74	0.00	149,558.79	0.00	1,244,247.21	10.73
	=====	=====	=====	=====	=====	=====	=====
*** TOTAL EXPENDITURES ***	1,393,806.00	276.74	0.00	149,558.79	0.00	1,244,247.21	10.73
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *	(870,334.00)	40,365.77	0.00	33,283.18	0.00	(903,617.18)	103.82
	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	=====	=====	=====	=====	=====	=====	=====
NET GAIN OR (LOSS)	(870,334.00)	40,365.77	0.00	33,283.18	0.00	(903,617.18)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***



Leon Valley Police Department Monthly Report February 2015

Calls for Service

	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Calls for Service	779	1,658	753	1,601
Index Crimes	53	124	76	160
Non-Index Crimes	726	1,534	677	1,441

Non-index calls are contacts with citizens and/or visitors that are either non-criminal in nature, or are criminal in nature but are not categorized as an index crime.

An index crime is defined as murder, rape, robbery, theft, theft of a motor vehicle, assault, burglary, or burglary of a motor vehicle. These are the crimes that are reported to the Federal Bureau of Investigations on a monthly basis.

Non-Index Crimes

	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Suspicious Vehicle	56	121	56	122
Assist the Public/Other Agency	59	126	44	101
Disturbance	73	113	67	133
Violation of City Ordinance	12	30	11	31
Traffic Offenses	32	68	17	38
Burglar Alarm	60	226	104	229
Accidents	61	125	76	151
Criminal Mischief	15	40	23	39
Other	215	383	166	320
N-Code 10*	3	5	5	30
N-Code 14**	31	62	31	88
N-Codes	109	235	77	159

* N-Code 10 – Private property accident where blue forms issued

** N-Code 14 – Accident which occurred on the roadway where a blue form was issued



Leon Valley Police Department Monthly Report

Index Crimes

	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Burglary	12	15	2	12
Burglary – Motor Vehicle	11	26	15	37
Assault	5	10	11	25
Homicide	0	0	0	0
Rape	0	0	1	2
Theft	23	65	42	72
Theft of Service	0	1	0	0
Vehicle Theft	2	5	5	11
Robbery	0	2	0	1

Citations

	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Citations Issued	376	875	306	554

Citations by Selected Categories	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Expired License Plates	36	88	20	44
Expired Inspection Certificate	67	167	44	87
No/Expired/Invalid DL	33	83	42	66
No Insurance	60	147	45	79
Ran Red Light	15	24	9	18
Ran Stop Sign	5	11	19	23
Speeding	22	62	11	15

Hazardous vs. Non-Hazardous	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Hazardous	42	97	39	56
Non-Hazardous	334	778	267	498

Hazardous citations are for actions that could cause accidents. Examples include speeding, ran red light, and ran stop sign. Non-hazardous citations are for violations of either the Traffic Code or City Ordinance, which would not result in the potential for an accident. These include expired license plates, no liability insurance, expired motor vehicle inspection certificate, no drivers license, expired drivers license, etc.



Leon Valley Police Department Monthly Report

Arrest

Arrests	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Felony Offense	8	9	6	10
Misdemeanor Offense	44	82	38	92
Warrants	7	11	2	14

Investigations

	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Assigned	168	356	138	275
Arrest/Charges Filed at Large	18	45	26	54
Suspended	30	59	19	76
Closed by Exception	73	147	29	67

A suspended case is one where no leads are available or what leads were available did not lead to an arrest

A case closed by exception is one where either the Complainant did not wish to pursue charges, the Defendant died, or for some other reason a known Defendant was not prosecuted.

Reserve Officers

Our Reserve Officers continue to supplement our Patrol as well as perform functions of security at City events. We have three of the Reserve Officers provide for security as well as clerical support for our Thursday Municipal Court sessions.

	FEB 2014	YTD 2014	FEB 2015	YTD 2015
Hours	144	234	137	310
Calls for Service Handled	37	82	31	108
Citations	3	8	7	12

City of Leon Valley Minutes of the Meeting of the
Community Events Committee

February 25, 2015

The meeting of the Community Events Committee convened on Wednesday at 6:37 p.m. at the Leon Valley City Hall, Conference Room, 6400 El Verde Road, Leon Valley, Texas 78238.

I. ROLL CALL

Present were Chairman Carlos Vera, Committee Secretary Darcy Vera, Councilman Ricardo Ruiz, Committee Members Jackie Walton, Evelyn Scarborough, Bobbie Schaeff, and Staff Liaison Sylvia T. Irwin.

II. APPROVAL OF MINUTES

Chairman Carlos Vera moved to accept the minutes of the January 21, 2015. Jackie Walton seconded the motion. The committee then moved to accept the meeting minutes. The motion was passed.

III. NEW BUSINESS

Chairman Carlos Vera announced there was positive feedback at the Community Events Committee Power Point presentation at the City Council meeting on January 12, 2015.

Chairman Vera then proceeded with the first item on the Agenda referring to Staff Liaison Sylvia Irwin who outlined what would be needed from Committee members to present the Family Scavenger Hunt on March 28, 2015 as a new event from prior committee meetings.

Community Events Committee members Ricardo Ruiz, Jackie Walton, Darcy Vera Bobbie Schaeff and Evelyn Scarborough discussed the number of vendors, possible music and Committee Secretary Darcy Vera mentioned if we could get supplies from Oriental Trading. Chairman Carlos Vera suggested that we could get prizes from local vendors like Bandera Bowl, Ci Ci's Pizza and Dairy Queen. Committee and Council member Ricardo Ruiz, offered Cha Cha's free appetizer cards.

Staff Liaison Sylvia Irwin proceeded with requests for game stationed volunteers, the hours volunteers would need to be present and filling plastic eggs with candy and prizes for egg hunt.

Committee member Bobbie Schaeff then inquired as to why the Community Events Committee was assigned this event. Staff Liaison Sylvia Irwin explained that a private citizen requested this event but when advised it would be open to all Leon Valley citizens, the citizen never responded to our calls. As a committee, we had also discussed that we were looking for a replacement event after the Beautification event was removed from our Community Events Calendar.

Due to committee lack of interest for the Family Scavenger Hunt, Chairman Carlos Vera suggested a vote to proceed or decline hosting the event. The vote was unanimous to decline this event by Chairman Carlos Vera, Committee Secretary Darcy Vera, Council and Committee member Ricardo Ruiz, Committee Members Bobbie Schaeff, Evelyn Scarborough and Jackie Walton.

Committee member Jackie Walton suggested the city sponsor more kids movies or perhaps classic movies in the park. Committee and Council Member Ricardo Ruiz mentioned the next movie in the park is scheduled in Spring. Staff Liaison Sylvia Irwin advised the committee that the city already does a partial sponsorship with State Representative Justin Rodriguez. There is no reason the city should fully fund an additional movie just for our committee.

Chairman Carlos Vera then suggested helping local San Antonio Aquarium. Staff Liaison Sylvia Irwin advised the city could not simply select only one business to help. No other event suggestions were made at this time.

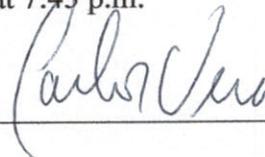
IV. OTHER BUSINESS

The Community Events Committee also voted to hold our meetings at 6:30 p.m. on the fourth Wednesday of each month. Staff Liaison Sylvia T. Irwin, will ask Executive Assistant to the City Manager Angela Trejo who reserves the Conference Room, if this space is available and Staff Liaison Sylvia Irwin will inform the committee.

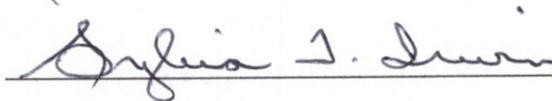
V. ADJOURN

A motion to adjourn was made by Chairman Carlos Vera and seconded by Bobbie Schaeff. The meeting adjourned at 7:45 p.m.

Chair



Staff



City of Leon Valley Minutes of the Meeting of the
Community Events Committee

January 21, 2015

The meeting of the Community Events Committee convened on Wednesday at 6:35 p.m. at the Leon Valley City Hall, Conference Room, 6400 El Verde Road, Leon Valley, Texas 78238.

I. ROLL CALL

Present were Chairman Carlos Vera, Committee Secretary Darcy Vera, Councilman Ricardo Ruiz, Committee Members Jackie Walton, Evelyn Scarborough, Bobbie Schaeff, and Staff Liaison Sylvia T. Irwin. Our guests for this evening were Councilman Benny Martinez and Festival Committee Member Olen Yarnell.

II. APPROVAL OF MINUTES

Chairman Carlos Vera moved to accept the minutes of the August 20, 2014. There was no quorum for September or October's meetings. Committee Member Bobbie Schaeff seconded the motion. The committee then moved to accept the meeting minutes. The motion was passed.

III. NEW BUSINESS

Chairman Carlos Vera welcomed our guests, Councilman Benny Martinez and Festival Committee Member Olen Yarnell.

Chairman Vera then proceeded with the first item on the Agenda, Grandparent's Day. Chairman Vera and committee member Darcy Vera, prepared 17 gift baskets, felt this more than was enough baskets for the raffle give-a-way. Staff Liaison Sylvia Irwin will look into reimbursement for additional basket supplies that were purchased.

Next, the discussion turned to a review of the Jazz Festival. Chairman Carlos Vera attended the Saturday of this two day event at approximately 6:30 p.m. but mentioned a 45 minute audio system delay. Crowd attendance was good. Festival Committee member Olen Yarnell and Jackie Walton who belongs to both Festival Committee and Community Events Committee volunteered in the parking area assisting VIPs, Police and vendors until assisted by a local baseball team who worked to obtain volunteer hours.

Festival Committee member Olen Yarnell suggested that Rimkus Park should be closed due to citizen congestion on the track but Councilman Benny Martinez disagreed because the park is open to all but felt major events should be more publicized by a community board. Staff Liaison Sylvia Irwin reminded Councilman

Martinez that the City has an electronic message sign in front of City Hall and a website to reflect the City's upcoming events.

Councilman Benny Martinez expressed that the next Jazz Festival is set for October yet there has been no discussion by council. Chairman Carlos Vera stated that as a committee we needed to resolve the issue of whether to merge the Festival Committee and the Community Events Committee before planning the next Jazz Festival. Councilman Ricardo Ruiz added that another promoter would be compared for consideration.

Councilman Benny Martinez said he would like the Community Events Chairman and it's committee members to attend City Council meetings and report directly to City Council on events. Committee member Evelyn Scarborough voiced that attending regular Council meetings would interfere with the other obligations members have to other organizations. Chairman Carlos Vera mentioned the Community Events Committee would make their yearly report to the Mayor and Council at the next City Council Meeting which is scheduled for Monday, January 12, 2015.

Councilman Martinez then inquired about Community Events Committee involvement in Los Leones. Chairman Carlos Vera explained to both Councilman Benny Martinez and Festival Committee member Olan Yarnell that the city has been a host for the site of this event since former Mayor Marcy Meffert's developed the City of Leon Valley Partnership with Northside Independent School District. The City of Leon Valley is not responsible for the program, sponsors, vendors or displaying student art. Chairman Carlos Vera explained the concept of the business of art to our guests Councilman Benny Martinez and Festival Committee member Olen Yarnell. Further, Chairman Carlos Vera discussed how the committee volunteers in copying the student art work on donated copiers by RICOH Copiers at \$5.00 a copy to create revenue for students. The Community Events Committee also assists in other areas as needed by Northside Independent School District to maintain the City's partnership.

The next event discussed was the Tree Lighting and Chairman Carlos Vera, Committee Secretary Darcy Vera, Councilman Ricardo Ruiz and Committee Members Jackie Walton, Evelyn Scarborough, Bobbie Schaeff, along with our guests Councilman Benny Martinez and Festival Committee member Olen Yarnell agreed the event was well attended. In addition, the difference between the Tree Lighting Event and Beethoven Christmas Concert was discussed. The Beethoven Concert Band entertains with Christmas music and the Community Events Committee serves cookies, punch and a hot drink would be attempted this year.

At this point in the meeting, nominations went out for Chairman and Secretary of the Community Events Committee. The nomination for Chairman went out to Carlos Vera and the vote was unanimously in favor of Carlos Vera for Chairman. Committee member Bobbie Schaeff declined as Secretary so the nomination

went to and was accepted by Darcy Vera for Community Events Committee, Secretary.

Staff Liaison Sylvia Irwin was asked to relay the task of whether to merge the Festival Committee with the Community Events Committee or dissolve that subcommittee as their duty to assist in the 4th of July and Jazz Festival had been completed.

Two important points were brought out in further discussion and they were, that Festival Committee member Olen Yarnell, felt the two committees were unknown to one another other and never joined to work in cooperation with each other. Community Events Chairman Carlos Vera felt that Promoter Mike DeLaGarza gave us no reason to interact as the Community Events Committee and had no power to make any decisions regarding the 4th of July or the Jazz Festival. Further, there was no communication or cohesion between committee. Benny Martinez urged for coordination and a decision on whether to merge these groups or not as soon as possible.

Since Councilman Paul Biever was Festival Committee Chairman before he became a Councilman, and cannot also serve as both. Chairman Carlos Vera and guest Olen Yarnell are who are members of the Festival Committee along with Councilman Ricardo Ruiz and Jackie Walton who were present and with these members became the majority of the current Festival Committee, took a vote to dissolve the Festival Committee having completed their task. Chairman Carlos Vera offered to call Councilman Beiver by December 1st, 2014 and advise him of this decision to dissolve the Festival Committee but keep it's volunteers as a subcommittee should they be needed.

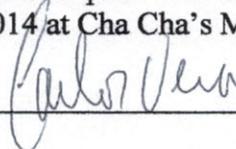
IV. OTHER BUSINESS

The Community Events Committee will discuss the Leon Valley Scavenger Hunt planned for March 28th, 2015 at our next meeting on January 21st, 2015.

V. ADJOURN

A motion to adjourn was made by Chairman Carlos Vera and seconded by Bobbie Schaeff. The meeting adjourned at 8:15 p.m. We will meet for a holiday dinner on Wednesday, December 17th, 2014 at Cha Cha's Mexican Restaurant.

Chair



Staff



Library Board of Trustees
February 10, 2015 at 5:30pm at the Library

The Meeting was called to order by Chair, Katie Gwaltney at 5:34 pm. Those present were Peggy Bissett, Peggy Proffitt, Barbara Owens, Carol Poss, Jill Crane, Horace Staph, Katie Gwaltney, and Sandy Underwood. A quorum is present

There were no citizens to be heard.

The minutes for the January 13th, 2015 Board of Trustees Meeting were read and one correction was made. Peggy Bissett moved that the minutes be accepted as corrected. Jill Crane seconded the motion. Unanimous approval.

Board organization and responsibilities were discussed. The LVPL Board of Trustees is an advisory board.

1. In asking how to update by-laws, Director Sandy Underwood discussed this with her supervisor, Assistant City Manager Crystal Caldera. It was learned that the board makes their own by-laws and votes on them. They do not have to be sent to city council for voting.
2. Board notebooks will be created, one for each board member. They are to be left in the library on a shelf outside the director's office. They will include minutes and statistics, a Trustee Board Guide published by the state and more.
3. Information flow between board and city: Sandy sends agendas and minutes to the city secretary. Secretary then includes them in the city council packets. Council members at that point read packets and are informed of board activity.
4. Two trainings required of public officials (board members included). They are the Open Meetings Act and the Public Information Act. They are one hour each and can be completed online. Sandy will email out links for those wanting to complete at home. Otherwise, a time can be set to come to the library and use public computers to take complete training. To be completed by all by the May 2015 meeting.
5. Question was brought up of why board has no funding or budget for special events such as volunteer party. To be pursued.
6. Joyce does NOT want a public party of any type. Instead, a simple lunch with a few people. The board informally talked about going in and purchasing a SPURS toaster as a joint gift to give Joyce. Cost will be \$6 per person.
7. Susan Priesand resigned from her board position. Dr. Staph moved the resignation be accepted. It was seconded by Barbara Owens. Unanimous approval.

Library Director's Report

The volunteer appreciation party is Saturday, April 11 from 2 – 4 pm. Gift selection narrowed to either tote bags or key chains. Sandy will look into pricing and order.

Weekly meetings with ACM Crystal Caldera are very productive and lead to better communication.

The ACM mentioned that the board should plan on doing a short presentation based on what they have been doing the past year, including 5-10 slides. This can be scheduled for a future board meeting.

LVPL received the Texas Municipal Library Director's Association award for Excellence in Library Service for 2014.

Inventory is close to complete, anticipating end of February.

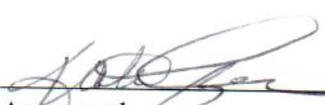
Donation was received from Ralph Lopez for adult fiction purchases. He gave the proceeds of a books he's been writing to the library rather than keeping them.

Review of statistic report and input on changes: It was suggested that the "value of items deleted" be removed from report as the cost reflected is the original purchase price, often of a very old item whose value no longer is that. No merit seen in this statistic as weeding is healthy for a library and this statistic sounds negative. Also add in statistic for one year ago for the same month as is more "apples to apples" than the prior month.

Carol Poss reported that the first Saturday book sale brought in \$100. The spring book sale will most likely be scheduled for April. Also, the Friends of the LVPL is registered as a charity for the BIG GIVE SA drive on May 5.

The next meeting is March 10 at 5:30 pm.

There being no further business or announcements, Dr. Staph moved to adjourn the meeting, Barbara Owens seconded the motion, motion approved and the meeting adjourned at 7:02 pm.


Approved

10 March 2015
Date

A Note From...

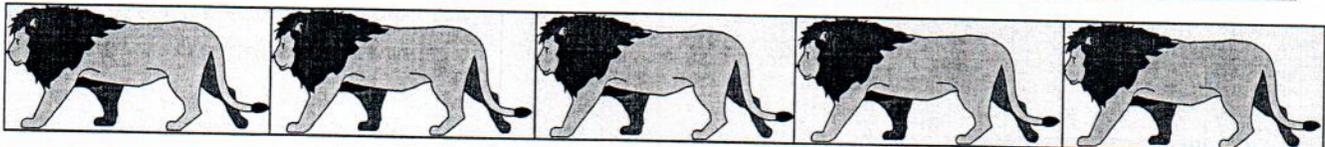
~~XXXXXXXXXX~~

As of Feb 11, I
am resigning my
position as a library
board member. It
has been a pleasure
to serve my city and
watch its growth.

Thank you,
Susan Prasad

LEON VALLEY PUBLIC LIBRARY STATISTICS JANUARY 2015

	JANUARY 2015	vs.	DECEMBER 2014
Items Loaned	2241		2017
Door Count	? (*no counter)		1540
Days Open/Average Per Day	22/102		20/101
OneClickAudio Checkouts	9		0
Axis 360 Checkouts	1		0
Items Added New/Redone	75/56		128/96
Items Withdrawn	274		5
Value of Items Withdrawn	\$4766		\$27
Value of Gift Items	\$822		\$500
Library Cards Issued	33		25
Volunteer Hours	242		230
Reference Questions	500		465
Faxes	90		90
Children's Computer Sessions	843		773
Internal Internet Sessions	652		484
External Wi-Fi LVP Accesses	1632		2210
Facebook Reaches	2706		1933
Library Events Children	72/ 4 programs		161/ 9 programs
Library Events Teens	0/ 0 programs		0/ 0 programs
Library Events Adults	25/ 7 programs		30/ 8 programs
Library Events Family	118/ 4 programs		140/ 2 programs
Lit. Students/Items Used	3 students/ 6 bks		3 students/ 6 bks
ILL Received TexPress	24 pkg/ 24 bks		15 pkg/15 bks
ILL Returned TexPress	17 pkg/ 17 bks		14 pkg/14 bks
ILL Mailed In	10 pkg/ 10 bks		7 pkg/7 bks
ILL Mailed Out	11 pkg/ 11 bks		7 pkg/7 bks
Library Fines	\$111.50		\$3.00
Library Copy	\$223.00		\$25.50
Tax Equivalent	\$212.50		\$90.00
Gifts and Memorials	\$30.00		\$0.00
Member Amount Saved!	\$33,313.20		\$ 30,222.17



City of Leon Valley
City Council Subcommittee on Policy Meeting
February 24, 2015

City Manager Manuel Longoria called the meeting to order at 6:30 P.M.

Committee members present included: Mayor Chris Riley, Mayor Pro-tem Paul Biever and Carmen Sanchez. Also present was Councilmember Benny Martinez. It was noted that the meeting was officially posted allowing a quorum of the Leon Valley City Council to be present.

Items Discussed:

City Manager Longoria presented the following items:

1. The City Manager presented a proposal to improve interpersonal communications between City Staff and City Council, and a proposal for employee customer service training. Both items involved professional and consultant services that are not funded in the FY 15 Budget and would require budget adjustments. Options were discussed and the consensus was that these items should be considered by the full City Council instead of the Policy Subcommittee.
2. City Manager Longoria presented a Purchasing Policy as had been requested by the subcommittee at a previous meeting. The general consensus was that it was a good policy and it should be considered by the full City Council at their next meeting.
3. City Manager Longoria presented an organizational chart detailing the City's organizational structure. The item was presented for information only and no action was necessary. City Manager Longoria indicated that the chart will be posted on the City's website.

The meeting adjourned at 7:30 PM.



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, March 09, 2015

MINUTES

The City Council of the City of Leon Valley, Texas met on the 9th day of March, 2015 at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

REGULAR CITY COUNCIL MEETING

Call to order, Determine a Quorum is Present.

Mayor Riley called the Regular City Council Meeting to order at 7:01 p.m. Mayor Riley wished everyone a "Happy Spring Break" and thanked everyone for coming out this evening; and then led the Pledge of Allegiance.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Councilmen Ricardo Ruiz, Carmen Sanchez, Abraham Diaz, Benny Martinez and Paul Bieber.

Also in attendance were:

City Manager Manuel Longoria, Jr., City Attorney Charles Zech, ACM/Police Chief Randall Wallace, ACM/Human Resources Director Crystal Caldera, City Secretary Sandra Passailaigue, Finance Director Vickie Wallace, Public Works Director Melinda Moritz, Fire Chief Luis Valdez, and Community Development Planning Manager Elizabeth Carol.

Mayor Riley asked that all cell phones be put away during the meeting.

Presentation honoring Robert Garcia's contributions and 30 years of service to the City of Leon Valley.

Mayor Riley presented Robert Garcia a Certificate of Appreciation and a clock for his 30 years of service to the City of Leon Valley.

Proclamation to The Leon Valley Fire Department for being awarded the "Lone Star Achievement Award" by the Texas Fire Chiefs Association.

Mayor Riley presented Leon Valley Fire Chief Luis Valdez and his staff a proclamation for being awarded the "Lone Star Achievement Award" by the Texas Fire Chiefs Association for their work in fire prevention.

Chief Luis Valdez also reminded everyone of the Fire Station Open House that will be held on Saturday, March 14th, from 9:00 a.m. until 3:00 p.m.

Presentation honoring Benjamin Castro's contributions and 30 years of service to the City of Leon Valley.

Benjamin Castro was unable to attend this evening to receive his proclamation and clock.

Mayor Riley asked if any of the Councilmembers wished to pull Items from the Consent Agenda for discussion.

Councilman Benny Martinez asked that Item 8a, 8d and Item 9 be pulled and also mentioned minutes from the last Sub-Committee on Policy. Mayor Riley added that Mr. Al Uvietta has also submitted a request for a correction to his comments at the February 9, 2015 meeting so she pulled Item 8c.

Citizens to Be Heard

- Liz Maloy – 7411 Chenal Point – Spoke in favor of Leon Valley becoming a Home Rule City verses remaining a General Law, Type A City.
- Olen Yarnell - 7230 Sulky Lane – Read aloud a letter he submitted to City Council in recognition for the impressive work done by the Leon Valley Public Works Department on a recent repair of a water line break at 7227 Sulky Lane and asked that they be recognized by the City for a job well done.
- Ron Palmieri – 7728 Stebbins – Spoke about the excessive parking at 6538 Thunderbird and asked for assistance from the City to monitor the location for code violations.
- Mike Davis – 6002 Forest Oak – Passed on speaking at this time.
- Lyn Joseph – 6423 Trotter Lane – Passed on speaking at this time.
- Tony Westrich – 6100 Forest Wood – Praised the Fire/EMS Department for the great service they provide to the citizens of Leon Valley; spoke on staff turnover and recent reorganization of City staff; the Hike and Bike Trail; and complimented Councilman Abraham Diaz for bringing back the "two monthly Council meetings"
- Rita Burnside – 6938 Forest Way – (via a letter submitted by e-mail to the City Secretary and read aloud by Mayor Riley) Spoke about Pope Francis of Assisi's opinion about preservation of nature and the environment.

Presentation honoring Henry Lopez' contributions and 30 years of service to the City of Leon Valley.

Mayor Riley presented Henry Lopez a Certificate of Appreciation and a clock for his 30 years of service to the City of Leon Valley.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) January 12, 2015 City Council and LVEDC Special Joint Meeting**
- b) January 24, 2015 Annual Town Hall Meeting**
- c) February 09, 2015 Special and Regular City Council Meeting**
- d) February 26, 2015 City Council and LVEDC Special Joint Meeting**
- e) February 28, 2015 Coffee with the Mayor and City Council**

Consider approval for a waiver of related fees for the use of the Leon Valley Conference Center for the League of Women Voters of the San Antonio Area and the Chamber of Commerce to host the 2015 candidate forum. M&C #2015-03-09-02 (ACM C. Caldera)

A motion was made by Councilman Abraham Diaz, seconded by Councilman Benny Martinez, to approve Consent Agenda Items #8b and 8e (City Council Minutes – 1/24/2015 and Coffee Minutes – 2/28/2015) and Item #10 (League of Women Voters Waiver Request) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Mayor Riley then went to discussion on Item 8c where she addressed Mr. Al Uvietta's request to amend what was noted as his comments.

The next item discussed was Item 8a where Councilman Benny Martinez requested the names of the Leon Valley Area Chamber of Commerce members that were in attendance be included in the minutes. Councilman Martinez could not recall his concern with Item 8d so no correction was requested.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Carmen Sanchez, to approve Consent Agenda Items #8a and 8c (City Council Minutes – 1/12/2015 and City Council Minutes – 2/09/2015) as amended. Upon a unanimous vote, Mayor Riley announced the motion carried.

Councilman Benny Martinez said that an Item 8f should have been included which would have been minutes from the City Council Sub-Committee on Policy meeting on February 24, 2015. ACM Caldera stated that there just had not been enough time since the meeting to get those minutes prepared and that they would be included in the April 13th Consent Agenda.

City Secretary Sandra Passailaigue asked that Council consider approval of Consent Agenda Item 8d.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Carmen Sanchez, to approve Consent Agenda Item #8d (City Council Minutes – 2/26/2015) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consideration of Ordinance No. 15-001, approving a budget adjustment in the amount of \$12,100 to support the Hotel Development feasibility studies being conducted for projects planned for Leon Valley. M&C #2015-03-09-01 (V. Wallace)

Finance Director Wallace began the presentation by saying that at the last City Council meeting Council was briefed during an Executive Session on the Hotel Development feasibility studies being conducted for Leon Valley projects. Council was also advised that a budget adjustment would be needed. Funding in the amount of \$12,100 for the studies will come from the Community Center Fund Reserve. This is the fund which currently receives revenue from hotel tax and Community and Conference Center rental fees. Ms. Wallace concluded the presentation stating that staff is recommending that Council approve a budget adjustment in the amount of \$12,100 for the Community Center Fund.

The presentation was followed by discussion.

A motion was made by Councilman Paul Biever, seconded by Councilman Ricardo Ruiz, to adopt Ordinance No. 15-001 as presented.

The City Council voted four (4) for and one (1) opposed with Councilman Martinez casting the negative vote. Mayor Riley announced that the motion carried.

City Manager's Report:

- a) Home Rule Charter Outreach and City Council Preference on Town Hall Meeting Dates**
- b) Ridesharing Transportation-Network Companies Uber & Lyft**
- c) DPS Development Agreement Update**
- d) Code Compliance/Animal Control Report**
- e) Monthly Departmental Reports**
- f) Approved Minutes from Boards, Commissions and Committees**
- g) Future Agenda Items:**
 - o **Amendments to Public Gatherings Policy – City Attorney**
 - o **1st. Public Hearing--LVEDC Authorization to expend up to \$57,000 to Leon Valley Chamber of Commerce, April 13, 2015**
 - o **2nd. Public Hearing--LVEDC Authorization to expend up to \$57,000 to Leon Valley Chamber of Commerce, May 05, 2015**

City Manager Longoria reported on staff outreach in regard to the Home Rule Charter. City Manager Longoria pointed out that the only obligation the City of Leon Valley has with the Home Rule Charter is to actually mail it to the registered voters of Leon Valley. The Charter is being printed now and should be mailed out this time next week. Staff has also completed, at the direction of City Council, a "fact sheet" that was inserted into the February Lion's Roar, and the Charter will also be in the April Lion's Roar; and has been placed on the City's website. At the Mayor's request, we also plan to conduct a Town Hall Meeting which Mr. Longoria would like direction on the pleasure of the Council. The Mayor asked that it be discussed now. There was a consensus among members of City Council to hold Town Hall Meetings to discuss the Home Rule Charter on March 28th at 9:00 a.m., April 9th at 7:00 p.m., and April 28th at 9:00 a.m. City Manager Longoria said that the staff would send out a postcard with all three dates to the citizens.

The second item City Manager Longoria reported out on was the ridesharing transportation-network companies Uber and Lyft. There was a brief discussion on this as well as a consensus among members of Council to have staff bring back a resolution to allow both

Uber and Lyft to provide services within the City of Leon Valley. The Council is aware that there are discussions on the same matter in the City of San Antonio that should be resolved very soon. But in the meantime, staff is to draft the resolution and bring it back to Council at the April 13th meeting for consideration. City Manager Longoria concluded by saying this is becoming a public safety issue as it appears that this service is making a positive impact on the numbers of drunken driving incidences within Bexar County.

Next, City Manager Longoria reported on the DPS Development Agreement with Mr. Barry Williamson who owns the property that the State leases for the DPS Mega Center through a ten (10) year contract. The majority of what was specified in the development agreement has been completed; however, there were three (3) issues that were not. Those items being traffic study, the addition of a traffic lane on Evers Road, and improved traffic signals at the intersection. We have continued to work with the traffic study and the city engineer is also working to verify some of the numbers of the city traffic counts that were there before the center verses the new numbers. Once the study is complete, the city engineer will verify and file it. In regards to the traffic lane, we are considering including the lane an Alternate Add-on on the Evers Road Reconstruct, and basically, see what it would take for the contractor to put it in and have Mr. Williamson pay for that portion either through our contractor or not. At least we'll know what that amount is and then we will come back to City Council for some direction on that. This is the same issue we have with the traffic signal light. TxDOT has agreed to provide surplus equipment so we are getting estimates to install them. TxDOT won't pay for the installation so we'll try to get Mr. Williamson to pay for that. This was followed by a brief discussion with the possibility of a near future Executive Session to discuss further.

The last item City Manager Longoria reported out on was the Code Compliance report. Last month Council directed staff to include more detail in the Code Compliance monthly report so that detailed report is included in your packet as well as on the City's website. Council then began a discussion over the department reports. Finance Director Vickie Wallace was asked to send Council information on the current sales tax revenue and to include it in the monthly reports. Mayor Riley questioned the difference between hazardous and non-hazardous citation. ACM Randall Wallace, Police Chief responded that the decrease is because of the decrease in staff. Discussion ensued over the filling of vacancies and direction was given to ACM Crystal Caldera, Human Resource Director to hire an Animal Control/Code Compliance Officer as well as the Police Officer as soon as possible.

- Olen Yarnell - 7230 Sulky Lane – Questioned the delay in filling vacancies.

REGULAR AGENDA

Discussion and possible action on an explanation of the estimated costs for the hike & bike trail. M&C #2015-03-09-03 (Councilmembers Benny Martinez and Carmen Sanchez)

A motion was made by Councilman Paul Bieber, seconded by Councilman Abraham Diaz, to table this item until the April 13th meeting where at that particular time Council will have a firm amount of information in regards to the project along with the cost; and details needed for Council to make an intelligent decision.

Councilman Benny Martinez said that he had no problem with that motion as long as there was only discussion on April 13th and no action to award a contract until June. Councilman Carmen Sanchez concurred.

Councilman Paul Bieber called the question. Councilman Abraham Diaz seconded the question.

Mayor Riley called for a roll call vote to which the City Council replied: Councilman Ruiz – Aye; Councilman Sanchez – Nay; Councilman Diaz – Aye; Councilman Martinez – Nay; and Councilman Bieber – Aye.

City Attorney Charles Zech informed Council that 2/3 vote is required to pass.

The City Council voted three (3) for and two (2) opposed with Councilman Martinez and Councilman Sanchez casting the negative votes. Mayor Riley announced that the motion failed.

City Attorney Zech informed the Council that because the motion to call the question failed, the only debate that can be discussed is on the motion to table itself.

A motion was made by Councilman Carmen Sanchez, seconded by Councilman Benny Martinez, to postpone this discussion until the April 13th with no action being taken until the second meeting in May.

Mayor Riley called for a roll call vote to which the City Council replied: Councilman Ruiz - Nay; Councilman Sanchez – Aye; Councilman Diaz – Nay; Councilman Martinez – Aye; and Councilman Bieber – Nay.

The City Council voted two (2) for and three (3) opposed with Councilman Ruiz, Councilman Diaz and Councilman Bieber casting the negative votes. Mayor Riley announced that the motion failed.

The Council then returned to the original motion to be voted upon which was made by Councilman Paul Bieber, seconded by Councilman Abraham Diaz, to table this item until the April 13th meeting where at that particular time Council will have a firm amount of information in regards to the project along with the cost, and provide all details needed for Council to make an intelligent decision.

There was a consensus among members of the City Council to allow the citizens to speak on this item before the vote.

- Lyn Joseph – 6423 Trotter Lane – questioned the use of the words “possible action” in the motion.
 - City Attorney Zech explained that the motion is to postpone the item and the item is written “with possible action” and that is part of the item caption that will be postponed. Council doesn’t have to take action on any item they choose not to.
- Al Uvietta – 6923 Sunlight – wanted to remind everybody that while he was involved in the initial project while he was on the Park Commission, he did the conceptual layout of the trail. He said he was also working with the City of San Antonio in terms of the proposed park and Mr. Uvietta wanted to remind everybody that Bexar

County, at no expense to the City of Leon Valley, offered to do the rough out from where they wanted it to go if the City would simply tell them where they wanted it to go including the trail connection to the east side.

- Olen Yarnell - 7230 Sulky Lane – wanted clarification on what he could speak about. He was “confused”.
 - City Attorney Zech said Mr. Yarnell could ask whatever question he wanted to ask but that Council would not discuss until the April 13th meeting.

Mayor Riley called for a roll call vote to which the City Council replied: Councilman Ruiz - Aye; Councilman Sanchez – Nay; Councilman Diaz – Aye; Councilman Martinez – Nay; and Councilman Biever – Aye.

The City Council voted three (3) for and two (2) opposed with Councilman Sanchez and Councilman Martinez casting the negative votes. Mayor Riley announced that the motion passed.

Consideration of Ordinance No. 15-002 amending Chapter 1, Article 1.04, Section 1.04.001 entitled “Meetings” modifying the schedule of Regular City Council meetings to two per month; and making those changes consistent with the open meetings act. M&C #2015-03-09-04 (S. Passailaigue)

A motion was made by Councilman Abraham Diaz, seconded by Councilman Benny Martinez, to adopt Ordinance No. 15-002 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

A Resolution specifying the City of Leon Valley’s opposition to S.B. 182 Property Tax Revenue Cap - State of Texas Legislation to lower the property tax rollback rate from eight percent to four percent. M&C #2015-03-09-05 (M. Longoria/V. Wallace)

City Manager Longoria presented this item saying that Senate Bill (S.B.) 182 has been introduced in the Texas Senate that (1) would cap the property tax rollback rate from eight percent (8%) to four percent (4%); and (2) provide that a city must hold a ratification election to adopt a tax rate that exceeds the four percent threshold. The current law has an 8% threshold and only requires an election if a petition is received from the citizens. Texas Municipal League (TML) has encouraged cities throughout the State to pass a resolution specifying opposition to S.B. 182. The primary reason to oppose this legislation is that it places restrictions on the City’s primary revenue source and it reduces the City’s flexibility to consider appropriate revenue increases. Mr. Longoria added that the City of Leon Valley has never increased the property tax beyond the existing 8% threshold. However, in the past ten budget fiscal years, the City exceeded the proposed 4% threshold two (2) times (FY 2005 & FY 2007). If S.B. 182 were in place at that time, the City would have to either reduce the tax rate below 4% or call an election to let the voters decide. This bill has the potential to be very detrimental to cities and affects the ability for the City to provide basic services to our residents in an appropriate manner. If the resolution is approved, it will be sent to all members of the San Antonio area legislative delegation.

A motion was made by Councilman Benny Martinez, seconded by Councilman Abraham Diaz, to approve Resolution No. 15-006R as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Park Commission Citizen presentation of the Participation Report on Proposed Silo Park. M&C #2015-03-09-06 (B. Thomas/M. Moritz) This M&C is for Agenda Items 14-16

Public Works Director Melinda Moritz began the presentation saying that the Leon Valley City Council directed the Park Commission to hold Public Hearings to gain citizen input on the proposed development of a park in the 7500 block of Huebner Road, also known as the Silo Park. The Commission has held their public hearings which were held on December 9, 2014 and on January 13 and February 10, 2015 to garner citizen input on the development of this park. In addition to the Public Hearings, 340 surveys were sent to persons in Pavona Place, Canterfield, and a portion of the Grass Valley neighborhoods. Surveys were sent out to 340 homes and to date 50 (14.7%) were returned. Public Works Director then went through the results of the survey. The presentation was concluded by saying that \$20,000 was budgeted for improvements to this park. Depending on Council decision, more money would need to be budgeted for the construction and installation of amenities. A design and budget could be prepared and presented to City Council for possible inclusion in next year's budget.

Park Commission Chairman Bert Thomas reported that at the March 6, 2015 Park Commission meeting, the Park Commission decided on their recommendation to City Council which is that the City start with minimal improvements, to include: Phase 1: Landscape fencing along the church and alley side; Construction of a walking trail, with benches; Construction of a bridge across the creek; Placement of 3 or 4 outdoor fitness stations along the trail; To leave the middle of the field open for a general play area; and to install trash cans. This would be followed by Phase 2: Installation of picnic tables; Installation of a gazebo or pavilion; Installation of children's playscape; Construction of meditation area rock seating; and to add more amenities after the public uses park for a period of time to gauge the use preferences.

A public meeting to obtain citizen input on the development of the Silo Property; potential use may include a community park. The property is located on Huebner Road adjacent to the Canterfield Subdivision.

- Lyn Joseph – 6423 Trotter Lane – Spoke about the possible use of Eagle Scouts to do some of the work at the park as offered by the bishop.
- Mike Davis – 6002 Forest Oak – Spoke in support of the park but had concerns with parking. Mr. Davis also questioned procedures regarding petitions under a Home Rule Charter for taxes.
- Olen Yarnell - 7230 Sulky Lane – Questioned whether or not the Silo property could be deeded to the City.
- Liz Maloy - 7411 Chenal Point – Spoke about her concerns with parking and with the type of vegetation that would be used for the screening. Ms. Maloy also suggested continuing to call the site the "Silo Property".
- Kim Crawford – 7007 Forest Mont – Suggested that the City make an offer to purchase the park to keep the silos as well as the property as part of the City. Ms. Crawford also asked, if possibly, the silos could be declared historical or a wildlife sanctuary. Lastly, Ms. Crawford said she was curious why a dog park wasn't considered.

- Al Uvietta – 6923 Sunlight – Offered advice on the parking, picnic facilities and concluded saying that if the silos were to be moved, they would disintegrate.
- Monica Alcocer – 5985 Aids Drive – Clarified that the church said they would tow if cars parked in their parking lot to access the park but that they did say that their scouts would help because they also want to use the park themselves.

A Resolution approving the development of Silo Park, being a 1.43 acre parcel of land located in the 7500 block of Huebner Road.

A motion was made by Councilman Benny Martinez, seconded by Councilman Abraham Diaz, to accept the resolution and only at this point on Phase I, first three items not to exceed the \$20,000 that is in this year's budget and look at next year's budget to possibly do the other three items if they want not to exceed \$25,000.

This was followed by discussion.

Councilman Benny Martinez amended his first motion which was seconded by Councilman Abraham Diaz, to give the City \$20,000 to proceed as best they can and look at other options next fiscal year. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action regarding the City Council Sub-Committees. M&C #2015-03-09-07 (Mayor Chris Riley)

A motion was made by Councilman Abraham Diaz, seconded by Councilman Benny Martinez, to dissolve all of the City Council Sub-Committees. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action concerning securing professional services from Powell Strategic Communications, to improve and address organizational interpersonal communications issues. M&C #2015-03-09-08 (City Council Sub-Committee on Policy)

City Manager Manuel Longoria, Jr., presented the item that went through the City Council Sub-Committee on Policy in an effort to improve and address organizational interpersonal communication issues. City staff contacted a few professional service providers that included the following: Steven Vacek, Mediator; National Institute of Mediators; The Management Connection; and Powell Strategic Communications, LLC. The mediators that were contacted did not have direct experience with municipal workplace conflicts. Management Connection and Powell Strategic Connections did have municipal experience; however, Powell Strategic Communications was a little more reasonable in price. The Human Resources Director and the Police Chief were at City Management training where they attended a presentation by Cedar Park Mayor Matt Powell who is the owner of Powell Strategic Communications. Both staff members felt that Mr. Powell being a Mayor as well as a past Councilmember brought a level of direct experience that may aid in this endeavor and recommended him for the project. The City Council Sub-Committee on Policy was briefed on this item on February 24th and the Sub-Committee suggested that this item be brought forward for consideration by the full City Council. Since this item is not budgeted, City staff is seeking direction from the City Council on preference of the City Council on how to proceed. The options for City Council consideration are: 1) Have City staff identify funds

in the current FY 2015 budget, complete a budget adjustment, and contract with Powell Strategic Communications to complete the task immediately, or 2) Identify funds in the FY 2016 budget and defer the project and contract with Powell Strategic Communications in October 2015. No action was taken.

**Discussion on Customer Services training proposals for the City of Leon Valley staff.
M&C #2015-03-09-09 (City Council Policy Sub-Committee)**

ACM/Human Resources Director Crystal Caldera presented the item in response to City Council's direction to the City Manager to locate a customer service training program for the City of Leon Valley staff. The City Council was specific in that they requested the customer service program encompass the staff's individualized duties in dealing with customers. This item was not budgeted in the FY 2015 budget; so, City staff is seeking direction from City Council on how to proceed. The options given to Council were: 1) Identify funds in the FY 2015 budget and complete a budget adjustment; or 2) Identify funds in the FY 2016 budget.

There was a consensus among City Council members to conduct the training in house this fiscal year, and then to consider budgeting for it in the FY 2016 budget. No action was taken.

**Discussion on a Resolution adopting a Purchasing Policy for the City of Leon Valley.
M&C #2015-03-09-10 (City Council Sub-Committee on Policy)**

Finance Director Vickie Wallace presented the proposed City of Leon Valley Purchasing Policy. The Purchasing Policy, as presented to the Policy Sub-Committee, encompasses the City's internal controls and purchasing as prescribed by the Texas Local Government Code Chapter 252 Purchasing and Contracting Authority of Municipalities. Finance Director Wallace stressed that the City has always followed State purchasing laws for municipalities. Two changes to the internal controls that should be noted are: 1) Requires the City Manager or his designee to approve a requisition prior to issuing the purchase order that is \$25,000 to under \$50,000; and 2) To ensure proper oversight, all purchases in excess of \$10,000 will be reported to Council quarterly. The report will include the vendor, purpose, amount, and source of funds for the expenditure. The Policy Sub-Committee recommended that this proposed purchasing policy be approved by the City Council.

Councilman Abraham Diaz asked that instead of a quarterly report to City Council on expenditures in excess of \$10,000, that report be presented monthly. No action was taken.

Upcoming Important Events:

- a) **Volunteer Appreciation Dinner, April 7, 2015**
- b) **Spring Clean-up, March 9-13, 2015**
- c) **Fire Station Open House scheduled for March 14th from 9AM-3PM.**
- d) **Coffee with the Mayor & City Council, March 28, 2015.**

Mayor Riley asked that if any member of Council would be willing to donate some wine to the Volunteer Appreciation Dinner and thanked Executive Secretary Angela Trejo, and Finance Director Vickie Wallace for all of their hard work putting the event together; mentioned the Spring Clean-up; Fire Station Open House; and the Coffee with the Mayor and Council, which will be a public meeting on the Proposed Home Rule Charter.

Citizens to be Heard

- Irene Baldrige – 6368 Parsley Hill – Spoke about the community of Monte Robles and the issue of parking and noise from the church.
- Olen Yarnell - 7230 Sulky Lane – Spoke about the opportunity to work with the County Judge on Senate Bill 182 as well as other Leon Valley issues.

Announcements by the Mayor and City Council Members.

Mayor Riley led everyone in wishing happy birthday to Councilman Benny Martinez, Councilman Ricardo Ruiz and City Attorney Charles Zech.

Councilman Abraham Diaz thanked the Leon Valley Fire Department “A” Shift for allowing him to sleepover. Councilman Diaz then welcomed Planning Manager Elizabeth Carol to the City who comes to Leon Valley with twenty-two years of experience with the City of San Antonio.

Councilman Carmen Sanchez reminded everyone about the Fire Department Open House this coming Saturday.

Councilman Benny Martinez announced the Chamber Mixer and silent auction on the 25th of March; and asked that Public Works modify the Community Center stage somehow or to look at other options for the next budget.

Mayor Riley thanked everyone for a successful Earthwise Living Event; and reminded everyone about the April 4th Walk with the Mayor; and Texas A&M’s Backyard Basics EXPO on March 28th from 9:00 am – 3:00 pm at Madison High School hosted by the AgriScience Program.

Adjournment

Mayor Riley announced the meeting adjourned at 11:26 p.m.

These minutes approved by the Leon Valley City Council on the 13th of April, 2015.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C #2015-04-13-05**
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Approval of Quarterly Investment Report for the quarter ended March 31, 2015.

PURPOSE

Approval of the Quarterly Investment Report for the quarter ended March 31, 2015.

SEE LEON VALLEY

Social - To ensure compliance with the Public Funds Investment Act of 1987. The Public Funds Investment Act of 1987 (PFIA) established rules and regulations for governmental entities to follow for the proper investment of public monies. The City's investment program is conducted to accomplish the following objectives, listed in priority order.

A. Safety

The primary objective of the City's investment program is the preservation and safety of principal in the overall portfolio. Each investment transaction shall seek first to ensure that capital losses are avoided, whether they are from security defaults or erosion of market value.

B. Liquidity

The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements; thereby avoiding the need to liquidate investments under adverse market condition. It is the intent of the City to invest its funds to maturity.

C. Diversification

The investment portfolio will be designed to limit risk by avoiding the concentration of assets with a specific maturity, with a specific issuer, or in a specific class of securities.

D. Yield

A fundamental rule of investing is that risk equals return. The City has deliberately

established a low risk threshold to protect its financial resources and ensure that cash is available when needed. The City will invest idle cash at the highest possible rate of return, consistent with the objectives and provisions of this policy, and in compliance with state and federal laws governing the investment of public funds.

Economic - N/A

Environmental - N/A

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve Quarterly Investment Report for the quarter ended March 31, 2015.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley, Texas
Quarterly Investment Report
January 1, 2015 - March 31, 2015

April 13, 2015

Honorable Mayor Riley and City Council Members:

The Quarterly Investment Report for the City of Leon Valley, Texas for the quarter ended March 31, 2015 is hereby submitted.

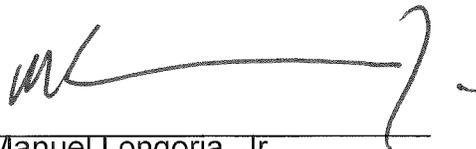
The current depository bank for the City is Frost National Bank. Only enough funds to meet current obligations are being maintained at this bank. All excess funds are invested as allowed by the City's Investment Policy.

For the quarter, TexPool's average monthly rate ranged between .0487% and .0418%, compared to the quarter ended December 31, 2014 yield of between .0418% and .0268%. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .013750% and .003792% for the quarter.

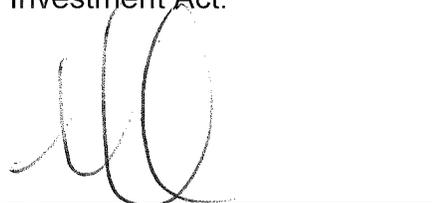
A cash flow analysis is made to determine the cash liquidity needs of the City. The City must have ready access to liquid cash to provide for day-to-day business needs, accounts payable, payroll, and capital projects. Short-term dollars are maintained in checking accounts, investment pools, or certificate of deposits. As of March 31, 2015 the City had \$12,742,656.20 in its investment portfolio.

Bank accounts are insured by a combination of FDIC insurance and pledged securities maintained at the Federal Reserve Bank. U.S. Treasuries and Agencies are guaranteed as to principal and interest by the full faith and credit of the United States of America. TexPool's Liquid Asset Portfolio seeks to maintain a net asset value of \$1.00 per unit invested to preserve the principal of all pool participants.

This report is in full compliance with the investment strategies as established by the City of Leon Valley Investment Policy and the Public Funds Investment Act.



Manuel Longoria, Jr.
City Manager



Vickie Wallace
Finance Director

**CITY OF LEON VALLEY, TEXAS
 INVESTMENT PORTFOLIO SUMMARY
 FOR THE QUARTER ENDED MARCH 31, 2015**

<i>FUND</i>	<i>VALUE BY TYPE OF INVESTMENT</i>		<i>INTEREST EARNED FOR QUARTER</i>	<i>TOTAL</i>
	<i>INVESTMENT POOL</i>	<i>CERTIFICATE OF DEPOSITS</i>		
GENERAL FUND	\$ 5,045,385.70	\$ -	\$ 527.84	\$ 5,045,385.70
ENTERPRISE FUND	\$ 2,456,679.37	\$ -	\$ 280.26	\$ 2,456,679.37
COMMUNITY CENTER	\$ 71.28	\$ -	\$ -	\$ 71.28
POLICE FORFEITURE TRUST	\$ 236,452.23	\$ -	\$ 26.97	\$ 236,452.23
STREET SALES TAX	\$ 842,604.54	\$ -	\$ 96.07	\$ 842,604.54
CAPITAL PROJECT FUND	\$ 3,361,276.14	\$ -	\$ 389.20	\$ 3,361,276.14
CIED FUND	\$ 800,186.94	\$ -	\$ 91.29	\$ 800,186.94
TOTAL INVESTMENT PORTFOLIO AS OF 03/31/15			\$ 1,411.63	\$ 12,742,656.20

**GENERAL FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2015**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/14	151400005			1.000	\$ 3,244,857.86	\$ 3,244,857.86
01/31/2015	151400005	\$ 1,000,161.81	\$ -	1.000	\$ 4,245,019.67	\$ 4,245,019.67
02/28/2015	151400005	\$ 800,160.31	\$ -	1.000	\$ 5,045,179.98	\$ 5,045,179.98
03/31/2015	151400005	\$ 205.72	\$ -	1.000	\$ 5,045,385.70	\$ 5,045,385.70
TOTAL TEXPOOL AS OF 03/31/15						\$ 5,045,385.70

CERTIFICATES OF DEPOSIT						
<i>PURCHASE DATE</i>	<i>INVESTMENT</i>	<i>TERM</i>	<i>MATURITY DATE</i>	<i>YIELD AT PURCHASE</i>	<i>FACE VALUE</i>	<i>MARKET VALUE</i>
TOTAL CERTIFICATES OF DEPOSIT AS OF 03/31/15						\$ -

TOTAL GENERAL FUND INVESTMENT PORTFOLIO AS OF 03/31/15	\$ 5,045,385.70
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**ENTERPRISE FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2015**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/14	151400003			1.000	\$ 2,456,399.11	\$ 2,456,399.11
01/31/2015	151400003	\$ 96.98	\$ -	1.000	\$ 2,456,496.09	\$ 2,456,496.09
02/28/2015	151400003	\$ 83.11	\$ -	1.000	\$ 2,456,579.20	\$ 2,456,579.20
03/31/2015	151400003	\$ 100.17	\$ -	1.000	\$ 2,456,679.37	\$ 2,456,679.37
TOTAL TEXPOOL AS OF 03/31/15						\$ 2,456,679.37

CERTIFICATES OF DEPOSIT						
<i>PURCHASE DATE</i>	<i>INVESTMENT</i>	<i>TERM</i>	<i>MATURITY DATE</i>	<i>VALUE AT PURCHASE</i>	<i>FACE VALUE</i>	<i>MARKET VALUE</i>
TOTAL CERTIFICATES OF DEPOSIT AS OF 03/31/15						\$ -

TOTAL ENTERPRISE FUND INVESTMENT PORTFOLIO AS OF 03/31/15	\$ 2,456,679.37
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**COMMUNITY CENTER
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2015**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/14	151400001				\$ 71.28	\$ 71.28
01/31/2015	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
02/28/2015	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
03/31/2015	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
TOTAL TEXPOOL AS OF 03/31/15						\$ 71.28
TOTAL COMMUNITY CENTER INVESTMENT PORTFOLIO AS OF 12/31/14						\$ 71.28

**POLICE FORFEITURE TRUST ACCOUNT
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED MARCH 31, 2015**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/14	151400008			1.000	\$ 236,425.26	\$ 236,425.26
01/31/2015	151400008	\$ 9.33	\$ -	1.000	\$ 236,434.59	\$ 236,434.59
02/28/2015	151400008	\$ 8.02	\$ -	1.000	\$ 236,442.61	\$ 236,442.61
03/31/2015	151400008	\$ 9.62	\$ -	1.000	\$ 236,452.23	\$ 236,452.23
TOTAL TEXPOOL AS OF 03/31/15						\$ 236,452.23

TOTAL POLICE FORFEITURE INVESTMENT PORTFOLIO AS OF 12/31/14	\$ 236,452.23
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**STREET TAX
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2015**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER ACCOUNT</i>	<i>SHARES PURCHASED SHARES</i>	<i>SHARES REDEEMED SHARES</i>	<i>PRICE PER SHARE PRICE PER</i>	<i>SHARES OWNED SHARES</i>	<i>MARKET VALUE MARKET</i>
AS OF 12/31/14	151400005			1.000	\$ 842,508.47	\$ 842,508.47
01/31/2015	151400005	\$ 33.25	\$ -	1.000	\$ 842,541.72	\$ 842,541.72
02/28/2015	151400005	\$ 28.47	\$ -	1.000	\$ 842,570.19	\$ 842,570.19
03/31/2015	151400005	\$ 34.35	\$ -	1.000	\$ 842,604.54	\$ 842,604.54
TOTAL TEXPOOL AS OF 03/31/15						\$ 842,604.54

TOTAL STREET TAX INVESTMENT PORTFOLIO AS OF 03/31/15	\$842,604.54
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**CAPITAL PROJECT FUND
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED MARCH 31, 2015**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/14	151400013			1.000	\$ 4,360,886.94	\$ 4,360,886.94
01/31/2015	151400013	\$ 138.49	\$ 1,000,000.00	1.000	\$ 3,361,025.43	\$ 3,361,025.43
02/28/2015	151400013	\$ 113.68	\$ -	1.000	3,361,139.11	3,361,139.11
03/31/2015	151400013	\$ 137.03	\$ -	1.000	\$ 3,361,276.14	\$ 3,361,276.14
TOTAL TEXPOOL AS OF 03/31/15						\$ 3,361,276.14
TOTAL CAPITAL PROJECT INVESTMENT PORTFOLIO AS OF 03/31/15						\$ 3,361,276.14

**CIED FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2015**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/14	151400013			1.000	\$ 800,095.65	\$ 800,095.65
01/31/2015	151400013	\$ 31.60	\$ -	1.000	\$ 800,127.25	\$ 800,127.25
02/28/2015	151400013	\$ 27.07	\$ -	1.000	\$ 800,154.32	\$ 800,154.32
03/31/2015	151400013	\$ 32.62	\$ -	1.000	\$ 800,186.94	\$ 800,186.94
TOTAL TEXPOOL AS OF 03/31/15						\$ 800,186.94

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-06**
TO: Mayor and Council
FROM: Luis Valdez, Fire Chief
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Approval of the updated Alamo Area Emergency Services Mutual Aid Agreement.

PURPOSE

This mutual aid agreement is an updated version of the agreement previously approved by City Council on July 7, 2009. The agreement is intended to provide assistance to jurisdictions that need emergency aid in order to reduce property damage, suffering, injury or loss of life due to the occasional shortages of emergency services equipment or personnel.

The Alamo Area Fire Chiefs Association (AAFCA) voted unanimously to amend the existing mutual aid agreements previously titled SAN ANTONIO AREA MUTUAL AID AGREEMENT. The new mutual aid agreement is titled ALAMO AREA EMERGENCY SERVICES MUTUAL AID AGREEMENT and is intended to bring our agreements in line with the State Mutual Aid language.

Section 12 of the ALAMO AREA EMERGENCY SERVICES MUTUAL AID AGREEMENT terminates all previous versions. The biggest difference is this new agreement allows any jurisdiction that reciprocates emergency services and responds for any one operational period at no charge may start charging after 12 hours. This may protect cities from issues that departments may have during extended responses when FEMA won't otherwise pay because they were merely responding to their own usual mutual aid. All fire department vehicles, to include the boat, hazardous materials response trailer and all other equipment, and personnel are included in this agreement. The agreement gives authority to the Fire Chief of the City of Leon Valley to determine what resources are needed to request, and what resources are available to provide.

SEE LEON VALLEY

Social Equity – Potential reduction in loss of life and suffering of the population.
Economic Development – Potential reduction of property damage and loss of businesses.
Environmental Stewardship – Potential reduction of pollution and loss of resources.

FISCAL IMPACT

None: reciprocal exchange of resources as needed. No compensation shall be paid for providing aid under the agreement.

STRATEGIC GOALS

The initiative is specifically listed in the 2013 – 2014 Strategic Goals, (5) “Continue to develop pro-business philosophy and practices”.

RECOMMENDATION

Sign and agree to the updated ALAMO AREA EMERGENCY SERVICES MUTUAL AID AGREEMENT.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

**ALAMO AREA EMERGENCY SERVICES
MUTUAL AID AGREEMENT**

PREAMBLE

This agreement is intended to provide assistance to jurisdictions that need emergency aid in order to reduce property damage, suffering, injury or loss of life of the inhabitants of the jurisdictions due to occasional shortages of emergency services equipment, personnel or need for specialized equipment or resources.

At any time, any jurisdiction may experience multiple simultaneous emergency responses, large or complex events that overwhelm existing resources, potential events that if they occur will overwhelm existing resources, equipment loss or malfunctions, a need for specialized equipment or personnel, or other causes that do not reach thresholds that trigger existing disaster mutual aid agreements.

When these events occur, neighboring agencies must work cooperatively to ensure that appropriate emergency mutual aid resources are mobilized in a timely manner to protect life and property. When a jurisdiction is overwhelmed, the closest appropriate and available resource should be sent from a neighboring agency in order to address the emergency.

AGREEMENT

This Agreement is made by and between the municipalities, emergency services districts, Emergency Medical Service (EMS) agencies, military installations, and volunteer fire departments listed below, all situated within the AACOG region of Texas, through their duly authorized Mayor, City Council, City Manager, President, Boards of Directors or other lawfully designated representatives, to provide for mutual aid assistance authorized under V.T.C.A. Government Code Section 418.109, 42USC1856a, or other applicable law for emergencies as described under the terms of this agreement for the participating parties;

WITNESSETH:

WHEREAS, it is the desire of the municipalities, emergency services districts, Emergency Medical Service agencies, military installations, and volunteer fire departments joining in the Agreement to coordinate and provide for emergency assistance to each other when emergencies arise within their respective jurisdictions that require additional equipment and additional firefighting, rescue, hazardous materials, and/or emergency medical personnel are needed on an emergency basis to protect the health, life and property of the inhabitants of the respective jurisdictions; and

WHEREAS, it is further the determination of each party that the decision to enter in this Emergency Services Mutual Aid Agreement can be terminated at any time as provided in this agreement; and

WHEREAS, it is further recognized by the parties that their primary responsibility will remain the provision of fire and EMS protection to the persons and property within their respective jurisdiction and any assistance provided under this agreement will not be obligatory in any manner; and

WHEREAS, it is the desire of the parties hereto to institute a mutual aid agreement for fire protection, rescue, hazardous materials and EMS services under emergency circumstances;

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants and agreements stated herein, the parties agree as follows:

SECTION 1. The municipalities, emergency services districts, Emergency Medical Service agencies, military installations, and volunteer fire departments joining in this agreement agree that certain formal operating procedures shall be followed for requesting, dispatching, deploying and operating emergency resources at the scene of emergencies.

SECTION 2. It is understood and agreed that the Fire Chief or Chief Executive Officer (CEO) of a party requesting assistance (or his/her designee) (the "Requesting Party") shall be the sole judge of how much assistance is needed, and the Fire Chief or CEO of the party receiving the request for assistance (or his/her designee) (the "Responding Party") shall be the sole judge of determining, pursuant to the policy of his/her jurisdiction, the level and amount and duration of deployment of the resources, including equipment and personnel to be devoted in response to the requested assistance furnished to any given incident; and that neither party is in any manner liable to the other or to any other person, firm, corporation, or entity for the determination to supply, or not to supply, or to limit or terminate the amount of assistance supplied upon such request following such determination. No party to this agreement accepts any liability to any third party, and by entering into this Agreement, no party hereto waives, nor shall be deemed to waive, any rights, defenses, or immunities that such party may have under applicable law.

SECTION 3. It is further agreed that the scope of the agreement is for the provision of firefighting assistance, emergency medical assistance, rescue assistance, hazardous materials assistance or other emergency assistance as needed to protect the health, life and property of the inhabitants of the respective jurisdictions.

It is further understood that these emergency events may be potential events, and that the emergency events do not have to be catastrophic or disaster scale events.

SECTION 4. Any dispatch of personnel and equipment pursuant to this agreement is subject to the following conditions:

(a) Any request for mutual aid hereunder may be submitted verbally or in writing and shall include the following: i. a statement of the number of personnel; ii. the amount and type of equipment requested; and iii. the location to which i. and ii. are to be dispatched. If the request is submitted verbally, it must be confirmed in writing as soon as practicable. See Attachment 1.

(b) The Responding Party shall report to the Staging Officer or Incident Commander (or his/her designee) of the Requesting Party and shall coordinate from the time of arrival to the time of departure, at the emergency scene until the termination of participation. It is agreed that the National Incident Management Systems (NIMS) shall be used as the command framework for the coordination of the incidents. When proceeding to and from the emergency scene, the Responding Party may be considered to be an independent contractor for all purposes, and not under the direction and control of the Requesting Party.

(c) Unless participation is previously terminated by the Responding Party, the Responding Party shall be released by the Requesting Party when the services of the providing department are no longer required or when the officer in charge of the Responding Party determines, in his/her sole discretion, that further assistance should not be provided.

(d) The parties agree that the act of any person or persons while fighting fires, providing rescue services, providing first response EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Agreement, or any supplement thereto, shall be the act of the party performing such acts. An employee or volunteer shall be deemed to be performing services when en route to, en route from or at the scene of a call or emergency. Specifically citing Texas Government Code Section 791.006 (a-1), the parties agree that, for purposes of determining civil liability for non-party claims, the act of any person or persons while fighting fires, providing rescue services, providing first response EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Agreement, shall be the act of the party performing such act. The payment of any and all civil or other liability, including negligence, resulting from the furnishing of services under this Agreement is the responsibility of the individual party performing such acts. This shall specifically include, but not be limited to, the payment of court costs, expenses, and attorneys' fees resulting from any such claim or lawsuit. The parties agree that the assignment of liability described in this Section 9 is

intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code.

SECTION 5. In areas where common jurisdictional boundaries exist, it is understood that accurate determination of jurisdiction boundaries may not be possible upon receipt of alarm. In such cases, it is deemed appropriate and in the best interest of the public for the entity receiving the alarm to dispatch its forces and to render aid at the scene of the emergency until jurisdictional responsibility can be determined, and thereby be relieved by the department or agency having jurisdiction. Under the conditions described in this section, should a party respond outside its jurisdiction, the terms and conditions of this Agreement shall be in effect just as though a request for mutual aid had been initiated.

SECTION 6. The personnel of each party shall continue to be officials, volunteers, or employees of their own respective departments and shall be entitled to the same wages and benefits from their own respective employer as if responding within their own jurisdiction. Each party shall only be responsible for damages, injuries, or death to its employees and volunteers while performing services under this Agreement, except for those caused in whole or in part by the gross negligence of an officer or employee of another party. A party shall not be liable for benefits or any other compensation for injuries or death of the other party's employees or volunteers while performing services under this Agreement, except for those caused in whole or in part by the gross negligence of an officer or employee of another party. An employee or volunteer shall be deemed to be performing services when en route to, en route from or at the scene of a call or emergency.

SECTION 7. The expenses of repairing or replacing equipment or vehicles which may be damaged or destroyed while responding to, operating at, or returning from an emergency in a requesting party's jurisdiction shall be at the expense of the providing department, except for those caused in whole or in part by the gross negligence of an officer or employee of another party.

SECTION 8. When the Requesting Party requests mutual aid assistance from another entity/agency under this Agreement, and such assistance requires a response exceeding 12 consecutive hours ("First Operational Period"), all costs shall be paid by the Responding Party and reimbursed by the Requesting Party, such costs shall include, but are not limited to: i. compensation to personnel, ii. operation and maintenance of equipment, iii. damage to equipment, and iv. food, lodging, and transportation. After the First Operational Period, the Requesting Party shall be responsible for the costs set forth above, and no party waives, nor shall be deemed to waive, its rights of reimbursement for services provided or received after the First Operational Period.

- a. Requests for reimbursement must be submitted as soon as practicable but no later than sixty (60) days after the return of all personnel

deployed under this Agreement. Such requests shall specifically identify: i. all personnel, equipment, and resources provided; ii. Dates of issuance or duration of deployment; and iii. The unit and total costs associated with each.

- b. Reimbursements shall be made by the Requesting Party to the Responding Party no later than: i. One hundred and eighty (180) days after receipt of the request for reimbursement; or ii. ninety (90) days after the Requesting Party receives reimbursement from the federal or state government, whichever is sooner.
- c. The provision of mutual aid will be considered non-reimbursable if the request for reimbursement is not made by the Responding Party within the specified time frame.

SECTION 9. A Responding Party that provides an ambulance and emergency medical personnel shall bill the patient(s) treated or transported during the emergency for the cost of supplies, equipment, and for transport services if provided. The costs and fees for services shall be the rates normally charged for services in the Responding party's jurisdiction.

SECTION 10. A Responding Party that bills for emergency services or uses a billing agency to bill for services shall be allowed to bill the responsible party for services rendered during the emergency and for the cost of supplies used. The costs and fees for services shall be the rates normally charged for services in the Responding Party's jurisdiction. The Requesting Party shall not be responsible for the cost of any unpaid balance due after all usual means of collection of the debt have been exhausted by the Responding Party. The bill from the Responding Party may be routed through the Requesting Party for coordination and accounting purposes. The Requesting Party shall then send the bill to the responsible party.

SECTION 11. No term or provision of this agreement is intended to, or shall, prevent any party to this Agreement from seeking reimbursement from the State of Texas or the Federal government for the cost of supplies, services, equipment, or personnel costs that are available under any other mutual aid, disaster aid or memorandum of agreement if an emergency event that a Responding Party participates in becomes a declared disaster. The Requesting Party shall not be responsible for the reimbursement of any unpaid balance due under this Section. Double billing for services by Responding or Requesting Parties is not authorized.

SECTION 12. This Agreement does not replace, supersede or void any other existing mutual aid agreement, disaster aid agreement, or memorandum of agreement in effect between any of the parties participating in this agreement and other parties not participating hereunder. Within 30 days of the effective date of this agreement, notice shall be sent to all mutual aid parties of the SAN ANTONIO AREA EMERGENCY SERVICES MUTUAL AID

AGREEMENT, VERSION 1 and VERSION 2, that those agreements are terminated.

SECTION 13. The parties hereto agree that responses to emergencies under this Agreement will be only within the service area of each party to this Agreement within the AACOG region of Texas and not otherwise.

SECTION 14. All governmental agencies acknowledge that they are political subdivisions, emergency services organizations, or governmental units of the State of Texas and are subject to, and comply with the applicable provisions of the Texas Tort Claims Act, as set out in Civil Practices and Remedies Code, Section 101.001, *et seq.*

This Agreement will be interpreted according to the Constitution and laws of the State of Texas. Venue of any court action brought directly or indirectly by reason of this Agreement shall be in accordance with applicable law. Nothing in this agreement shall limit the ability of any or all of the parties from agreeing to participate in more specific contracts for services, mutual assistance or automatic response; nor shall this prohibit any party from providing emergency assistance to another jurisdiction which is not a participant in this agreement. However, this agreement shall not include providing assistance to such other non-signatory jurisdiction.

SECTION 16. Each party shall be responsible for complying with the following insurance requirements: i. Texas Worker's Compensation Act; ii. Texas motor vehicle financial responsibility laws; and iii. General Liability, Public Officials Liability and Law Enforcement Liability. The Responding Party shall provide and maintain its standard packages of medical and death benefit insurance coverage while its personnel are assisting the Requesting Party. Each party to this Agreement, by signing this agreement, certifies that the required insurance is and will remain current. Proof of insurance shall be provided to any other party of this Agreement upon written request. Failure to maintain proper insurance as required in this Section shall constitute a ground for immediate termination of that party from this agreement. Each party shall notify the custodian of this agreement if adequate insurance lapses for any reason.

SECTION 17. It is understood that no party to this agreement by the execution of said Agreement or by the requesting or providing of assistance under this agreement has assumed any binding legal responsibility to provide the resources, equipment, facilities, or personnel of such responding jurisdiction outside its geographic area of jurisdiction, either in the instance of the initial request for assistance or any future request for assistance.

SECTION 18. It is not intended by this Agreement to create, and nothing contained in this Agreement shall create, any partnership, joint venture or similar arrangement among the parties hereto.

SECTION 19. No term or provision of this agreement is intended to, or shall, create any rights in any person, firm, corporation, or other entity not a party hereto, and no such person or entity shall have any cause of action hereunder.

SECTION 20. The term of this Agreement shall be indefinite with any party having the right to terminate said agreement upon thirty days' written notice to all other parties. The addition or deletion of parties to this agreement shall not affect the agreement as to the remaining parties, except as may be specifically provided by amendment to this Agreement.

SECTION 21. This Agreement shall be effective as to a department or agency immediately upon execution of the same by such department or agency.

SECTION 22. The terms of this agreement shall be in effect at any time a party hereto responds within the geographical jurisdiction of a participating party.

SECTION 23. Neither this Agreement nor any duties or obligations hereunder shall be assignable by any party without the prior written consent of all other parties and any assignment without the written consent of a non-assigning party shall be null and void.

SECTION 24. This Agreement is performable within the AACOG region of Texas. The validity of this Agreement or any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas and the United States.

SECTION 25. The Alamo Area Fire Chiefs Association shall serve as custodian of this Agreement. The custodian shall maintain a current and correct copy of the Agreement and an executed copy from each agency or department. The custodian shall maintain a current listing of all agencies and departments that have executed the Agreement, and shall serve as the source of information relating to the document.

SECTION 26. Suggestions for revisions, corrections, improvements or other changes to the Agreement shall be forwarded, in writing, to the custodian. The proposed changes shall be distributed to all agencies and departments that have executed the Agreement for review and comment.

SECTION 27. A simple majority of the Fire Chiefs or administrative heads of departments or agencies present at a regularly scheduled meeting may propose changes or corrections to the Agreement.

SECTION 28. This Agreement may be amended only by the mutual written agreement of all parties hereto, by the re-execution of the Agreement by each department or agency.

SECTION 29. Force Majeure. None of the parties hereto shall be required to perform a term, condition, or covenant in this Agreement so long as such performance is delayed or prevented by Force Majeure, which will mean acts of God, strikes, lockout, material or labor restrictions by any governmental authority, civil riot, floods, and any other cause not reasonably within the control of said parties and which by the existence of due diligence said party is unable, wholly or in part, to prevent or overcome.

SECTION 30. Each Responding Party which performs services or furnishes aid pursuant to this Agreement shall do so with appropriated funds from current revenues available to the Responding Party. No Party shall have any liability for the failure to expend funds to provide aid hereunder. Each Requesting Party which reimburses costs of a Responding Party shall do so with appropriated funds from current revenue available to the Requesting Party, to the extent permitted by law.

SECTION 31. This amended Agreement, after having been re-executed by each participating department or agency, shall supersede and replace any previously executed version of this Agreement on the effective date. This amended version of the Agreement shall become effective beginning April 1, 2015.

DRAFT

EXECUTED by the entities whose signatures are affixed hereto, each representative entity acting by and through its duly authorized official in the manner required by each representative entity's charter, or otherwise as required by law, on multiple counterparts each of which shall be deemed to be an original, on the date specified on the multiple counterpart executed by such entity.

City of Leon Valley Fire Department, Bexar, Texas
(Department, Agency or Entity Name) (County)

Name: _____ Date: _____

Signature: _____

Title: City Manager of City of Leon Valley, Texas
(Mayor, City Manager, President, etc.) (Department, Agency or Entity)

Attest: _____

Received By:

Name: _____ for Alamo Area Fire Chiefs Association

Signature: _____ Date: _____

DRAFT

PROVIDING FOR RECIPRICAL FIREFIGHTING AND OTHER EMRGENCY SERVICES ASSISTANCE BETWEEN FIRE DEPARTMENTS DURING EMERGENCIES, AND PROVIDING THE TERMS THEROF.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

MUTUAL AID AGREEMENT

PREAMBLE

This agreement is intended to provide assistance to jurisdictions that need emergency aid in order to reduce property damage, suffering, injury or loss of life of the inhabitants of the jurisdictions due to occasional shortages of emergency services equipment, personnel or need for specialized equipment or resources.

At any time, any jurisdiction may experience multiple simultaneous emergency responses, large or complex events that overwhelm existing resources, potential events that if they occur will overwhelm existing resources, equipment loss or malfunctions, a need for specialized equipment or personnel, or other causes that do not reach thresholds that trigger existing disaster mutual aid agreements.

When these events occur, neighboring agencies must work cooperatively to ensure that appropriate emergency mutual aid resources are mobilized in a timely manner to protect life and property. When a jurisdiction is overwhelmed, the closest appropriate and available resource should be sent from a neighboring agency in order to address the emergency.

AGREEMENT

This Agreement is made by and between the municipalities, emergency services districts, Emergency Medical Service (EMS) agencies, military installations, and volunteer fire departments listed below, all situated within the AACOG region of Texas, through their duly authorized Mayor, City Council, City Manager, President, Boards of Directors or other lawfully designated representatives, to provide for mutual aid assistance authorized under V.T.C.A. Government Code Section 418.109, 42USC1856a, or other applicable law for emergencies as described under the terms of this agreement for the participating parties;

WITNESSETH:

WHEREAS, it is the desire of the municipalities, emergency services districts, Emergency Medical Service agencies, military installations, and volunteer fire departments joining in the Agreement to coordinate and provide for emergency assistance to each other when emergencies arise within their respective jurisdictions that require additional equipment and additional firefighting, rescue, hazardous materials, and/or emergency medical personnel are needed on an emergency basis to protect the health, life and property of the inhabitants of the respective jurisdictions; and

WHEREAS, it is further the determination of each party that the decision to enter in this Emergency Services Mutual Aid Agreement can be terminated at any time as provided in this agreement; and

WHEREAS, it is further recognized by the parties that their primary responsibility will remain the provision of fire and EMS protection to the persons and property within their respective jurisdiction and any assistance provided under this agreement will not be obligatory in any manner; and

WHEREAS, it is the desire of the parties hereto to institute a mutual aid agreement for fire protection, rescue, hazardous materials and EMS services under emergency circumstances;

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants and agreements stated herein, the parties agree as follows:

SECTION 1. The municipalities, emergency services districts, Emergency Medical Service agencies, military installations, and volunteer fire departments joining in this agreement agree that certain formal operating procedures shall be followed for requesting, dispatching, deploying and operating emergency resources at the scene of emergencies.

SECTION 2. It is understood and agreed that the Fire Chief or Chief Executive Officer (CEO) of a party requesting assistance (or his/her designee) (the "Requesting Party") shall be the sole judge of how much assistance is needed, and the Fire Chief or CEO of the party receiving the request for assistance (or his/her designee) (the "Responding Party") shall be the sole judge of determining, pursuant to the policy of his/her jurisdiction, the level and amount and duration of deployment of the resources, including equipment and personnel to be devoted in response to the requested assistance furnished to any given incident; and that neither party is in any manner liable to the other or to any other person, firm, corporation, or entity for the determination to supply, or not to supply, or to limit or terminate the amount of assistance supplied upon such request following such determination. No party to this agreement accepts any liability to any third party, and by entering into this Agreement, no party hereto waives, nor shall be deemed to waive, any rights, defenses, or immunities that such party may have under applicable law.

SECTION 3. It is further agreed that the scope of the agreement is for the provision of firefighting assistance, emergency medical assistance, rescue assistance, hazardous materials assistance or other emergency assistance as needed to protect the health, life and property of the inhabitants of the respective jurisdictions. It is further understood that these emergency events may be potential events, and that the emergency events do not have to be catastrophic or disaster scale events.

SECTION 4. Any dispatch of personnel and equipment pursuant to this agreement is subject to the following conditions:

(a) Any request for mutual aid hereunder may be submitted verbally or in writing and shall include the following: i. a statement of the number of personnel; ii. the amount and type of equipment requested; and iii. the location to which i. and ii. are to be dispatched. If the request is submitted verbally, it must be confirmed in writing as soon as practicable. See Attachment 1.

(b) The Responding Party shall report to the Staging Officer or Incident Commander (or his/her designee) of the Requesting Party and shall coordinate from the time of arrival to

the time of departure, at the emergency scene until the termination of participation. It is agreed that the National Incident Management Systems (NIMS) shall be used as the command framework for the coordination of the incidents. When proceeding to and from the emergency scene, the Responding Party may be considered to be an independent contractor for all purposes, and not under the direction and control of the Requesting Party.

(c) Unless participation is previously terminated by the Responding Party, the Responding Party shall be released by the Requesting Party when the services of the providing department are no longer required or when the officer in charge of the Responding Party determines, in his/her sole discretion, that further assistance should not be provided.

(d) The parties agree that the act of any person or persons while fighting fires, providing rescue services, providing first response EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Agreement, or any supplement thereto, shall be the act of the party performing such acts. An employee or volunteer shall be deemed to be performing services when en route to, en route from or at the scene of a call or emergency. Specifically citing Texas Government Code Section 791.006 (a-1), the parties agree that, for purposes of determining civil liability for non-party claims, the act of any person or persons while fighting fires, providing rescue services, providing first response EMS services, traveling to or from any type of emergency call or emergency scene, or in any manner furnishing services in accordance with this Agreement, shall be the act of the party performing such act. The payment of any and all civil or other liability, including negligence, resulting from the furnishing of services under this Agreement is the responsibility of the individual party performing such acts. This shall specifically include, but not be limited to, the payment of court costs, expenses, and attorneys' fees resulting from any such claim or lawsuit. The parties agree that the assignment of liability described in this Section 9 is intended to be different than liability otherwise assigned under Section 791.006 (a) of the Texas Government Code.

SECTION 5. In areas where common jurisdictional boundaries exist, it is understood that accurate determination of jurisdiction boundaries may not be possible upon receipt of alarm. In such cases, it is deemed appropriate and in the best interest of the public for the entity receiving the alarm to dispatch its forces and to render aid at the scene of the emergency until jurisdictional responsibility can be determined, and thereby be relieved by the department or agency having jurisdiction. Under the conditions described in this section, should a party respond outside its jurisdiction, the terms and conditions of this Agreement shall be in effect just as though a request for mutual aid had been initiated.

SECTION 6. The personnel of each party shall continue to be officials, volunteers, or employees of their own respective departments and shall be entitled to the same wages and benefits from their own respective employer as if responding within their own jurisdiction. Each party shall only be responsible for damages, injuries, or death to its employees and volunteers while performing services under this Agreement, except for those caused in whole or in part by the gross negligence of an officer or employee of another party. A party shall not be liable for benefits or any other compensation for injuries or death of the other party's employees or volunteers while performing services under this Agreement, except for those caused in whole or in part by the gross negligence of an officer or employee of another party. An employee or volunteer shall be deemed to be performing services when en route to, en route from or at the scene of a call or emergency.

SECTION 7. The expenses of repairing or replacing equipment or vehicles which may be damaged or destroyed while responding to, operating at, or returning from an emergency in a requesting party's jurisdiction shall be at the expense of the providing department, except for those caused in whole or in part by the gross negligence of an officer or employee of another party.

SECTION 8. When the Requesting Party requests mutual aid assistance from another entity/agency under this Agreement, and such assistance requires a response exceeding 12 consecutive hours ("First Operational Period"), all costs shall be paid by the Responding Party and reimbursed by the Requesting Party, such costs shall include, but are not limited to: i. compensation to personnel, ii. operation and maintenance of equipment, iii. damage to equipment, and iv. food, lodging, and transportation. After the First Operational Period, the Requesting Party shall be responsible for the costs set forth above, and no party waives, nor shall be deemed to waive, its rights of reimbursement for services provided or received after the First Operational Period.

a. Requests for reimbursement must be submitted as soon as practicable but no later than sixty (60) days after the return of all personnel

deployed under this Agreement. Such requests shall specifically identify: i. all personnel, equipment, and resources provided; ii. Dates of issuance or duration of deployment; and iii. The unit and total costs associated with each.

b. Reimbursements shall be made by the Requesting Party to the Responding Party no later than: i. One hundred and eighty (180) days after receipt of the request for reimbursement; or ii. ninety (90) days after the Requesting Party receives reimbursement from the federal or state government, whichever is sooner.

c. The provision of mutual aid will be considered non-reimbursable if the request for reimbursement is not made by the Responding Party within the specified time frame.

SECTION 9. A Responding Party that provides an ambulance and emergency medical personnel shall bill the patient(s) treated or transported during the emergency for the cost of supplies, equipment, and for transport services if provided. The costs and fees for services shall be the rates normally charged for services in the Responding party's jurisdiction.

SECTION 10. A Responding Party that bills for emergency services or uses a billing agency to bill for services shall be allowed to bill the responsible party for services rendered during the emergency and for the cost of supplies used. The costs and fees for services shall be the rates normally charged for services in the Responding Party's jurisdiction. The Requesting Party shall not be responsible for the cost of any unpaid balance due after all usual means of collection of the debt have been exhausted by the Responding Party. The bill from the Responding Party may be routed through the Requesting Party for coordination and accounting purposes. The Requesting Party shall then send the bill to the responsible party.

SECTION 11. No term or provision of this agreement is intended to, or shall, prevent any party to this Agreement from seeking reimbursement from the State of Texas or the Federal government for the cost of supplies, services, equipment, or personnel costs that are available under any other mutual aid, disaster aid or memorandum of agreement if an emergency event that a Responding Party participates in becomes a declared disaster. The Requesting Party shall not be responsible for the reimbursement of any unpaid

balance due under this Section. Double billing for services by Responding or Requesting Parties is not authorized.

SECTION 12. This Agreement does not replace, supersede or void any other existing mutual aid agreement, disaster aid agreement, or memorandum of agreement in effect between any of the parties participating in this agreement and other parties not participating hereunder. Within 30 days of the effective date of this agreement, notice shall be sent to all mutual aid parties of the SAN ANTONIO AREA EMERGENCY SERVICES MUTUAL AID ALAMO AREA EMERGENCY SERVICES MUTUAL AID AGREEMENT.

AGREEMENT, VERSION 1 and VERSION 2, that those agreements are terminated.

SECTION 13. The parties hereto agree that responses to emergencies under this Agreement will be only within the service area of each party to this Agreement within the ACOG region of Texas and not otherwise.

SECTION 14. All governmental agencies acknowledge that they are political subdivisions, emergency services organizations, or governmental units of the State of Texas and are subject to, and comply with the applicable provisions of the Texas Tort Claims Act, as set out in Civil Practices and Remedies Code, Section 101.001, *et seq.*

This Agreement will be interpreted according to the Constitution and laws of the State of Texas. Venue of any court action brought directly or indirectly by reason of this Agreement shall be in accordance with applicable law. Nothing in this agreement shall limit the ability of any or all of the parties from agreeing to participate in more specific contracts for services, mutual assistance or automatic response; nor shall this prohibit any party from providing emergency assistance to another jurisdiction which is not a participant in this agreement. However, this agreement shall not include providing assistance to such other non-signatory jurisdiction.

SECTION 16. Each party shall be responsible for complying with the following insurance requirements: i. Texas Worker's Compensation Act; ii. Texas motor vehicle financial responsibility laws; and iii. General Liability, Public Officials Liability and Law Enforcement Liability. The Responding Party shall provide and maintain its standard packages of medical and death benefit insurance coverage while its personnel are assisting the Requesting Party. Each party to this Agreement, by signing this agreement, certifies that the required insurance is and will remain current. Proof of insurance shall be provided to any other party of this Agreement upon written request. Failure to maintain proper insurance as required in this Section shall constitute a ground for immediate termination of that party from this agreement. Each party shall notify the custodian of this agreement if adequate insurance lapses for any reason.

SECTION 17. It is understood that no party to this agreement by the execution of said Agreement or by the requesting or providing of assistance under this agreement has assumed any binding legal responsibility to provide the resources, equipment, facilities, or personnel of such responding jurisdiction outside its geographic area of jurisdiction, either in the instance of the initial request for assistance or any future request for assistance.

SECTION 18. It is not intended by this Agreement to create, and nothing contained in this Agreement shall create, any partnership, joint venture or similar arrangement among the parties hereto.

SECTION 19. No term or provision of this agreement is intended to, or shall, create any rights in any person, firm, corporation, or other entity not a party hereto, and no such person or entity shall have any cause of action hereunder.

SECTION 20. The term of this Agreement shall be indefinite with any party having the right to terminate said agreement upon thirty days' written notice to all other parties. The addition or deletion of parties to this agreement shall not affect the agreement as to the remaining parties, except as may be specifically provided by amendment to this Agreement.

SECTION 21. This Agreement shall be effective as to a department or agency immediately upon execution of the same by such department or agency.

SECTION 22. The terms of this agreement shall be in effect at any time a party hereto responds within the geographical jurisdiction of a participating party.

SECTION 23. Neither this Agreement nor any duties or obligations hereunder shall be assignable by any party without the prior written consent of all other parties and any assignment without the written consent of a non-assigning party shall be null and void.

SECTION 24. This Agreement is performable within the AACOG region of Texas. The validity of this Agreement or any of its terms or provisions, as well as the rights and duties of the parties hereto, shall be governed by the laws of the State of Texas and the United States.

SECTION 25. The Alamo Area Fire Chiefs Association shall serve as custodian of this Agreement. The custodian shall maintain a current and correct copy of the Agreement and an executed copy from each agency or department. The custodian shall maintain a current listing of all agencies and departments that have executed the Agreement, and shall serve as the source of information relating to the document.

SECTION 26. Suggestions for revisions, corrections, improvements or other changes to the Agreement shall be forwarded, in writing, to the custodian. The proposed changes shall be distributed to all agencies and departments that have executed the Agreement for review and comment.

SECTION 27. A simple majority of the Fire Chiefs or administrative heads of departments or agencies present at a regularly scheduled meeting may propose changes or corrections to the Agreement.

SECTION 28. This Agreement may be amended only by the mutual written agreement of all parties hereto, by the re-execution of the Agreement by each department or agency.

SECTION 29. Force Majeure. None of the parties hereto shall be required to perform a term, condition, or covenant in this Agreement so long as such performance is delayed or prevented by Force Majeure, which will mean acts of God, strikes, lockout, material or labor restrictions by any governmental authority, civil riot, floods, and any other cause not reasonably within the control of said parties and which by the existence of due diligence said party is unable, wholly or in part, to prevent or overcome.

SECTION 30. Each Responding Party which performs services or furnishes aid pursuant to this Agreement shall do so with appropriated funds from current revenues available to the Responding Party. No Party shall have any liability for the failure to expend funds to provide aid hereunder. Each Requesting Party which reimburses costs of a Responding

Party shall do so with appropriated funds from current revenue available to the Requesting Party, to the extent permitted by law.

SECTION 31. This amended Agreement, after having been re-executed by each participating department or agency, shall supersede and replace any previously executed version of this Agreement on the effective date. This amended version of the Agreement shall become effective beginning April 1, 2015.

EXECUTED by the entities whose signatures are affixed hereto, each representative entity acting by and through its duly authorized official in the manner required by each representative entity's charter, or otherwise as required by law, on multiple counterparts each of which shall be deemed to be an original, on the date specified on the multiple counterpart executed by such entity.

_____, _____, Texas

(Department, Agency or Entity Name) (County)

Name: _____ Date: _____

Signature: _____

Title: _____ of _____

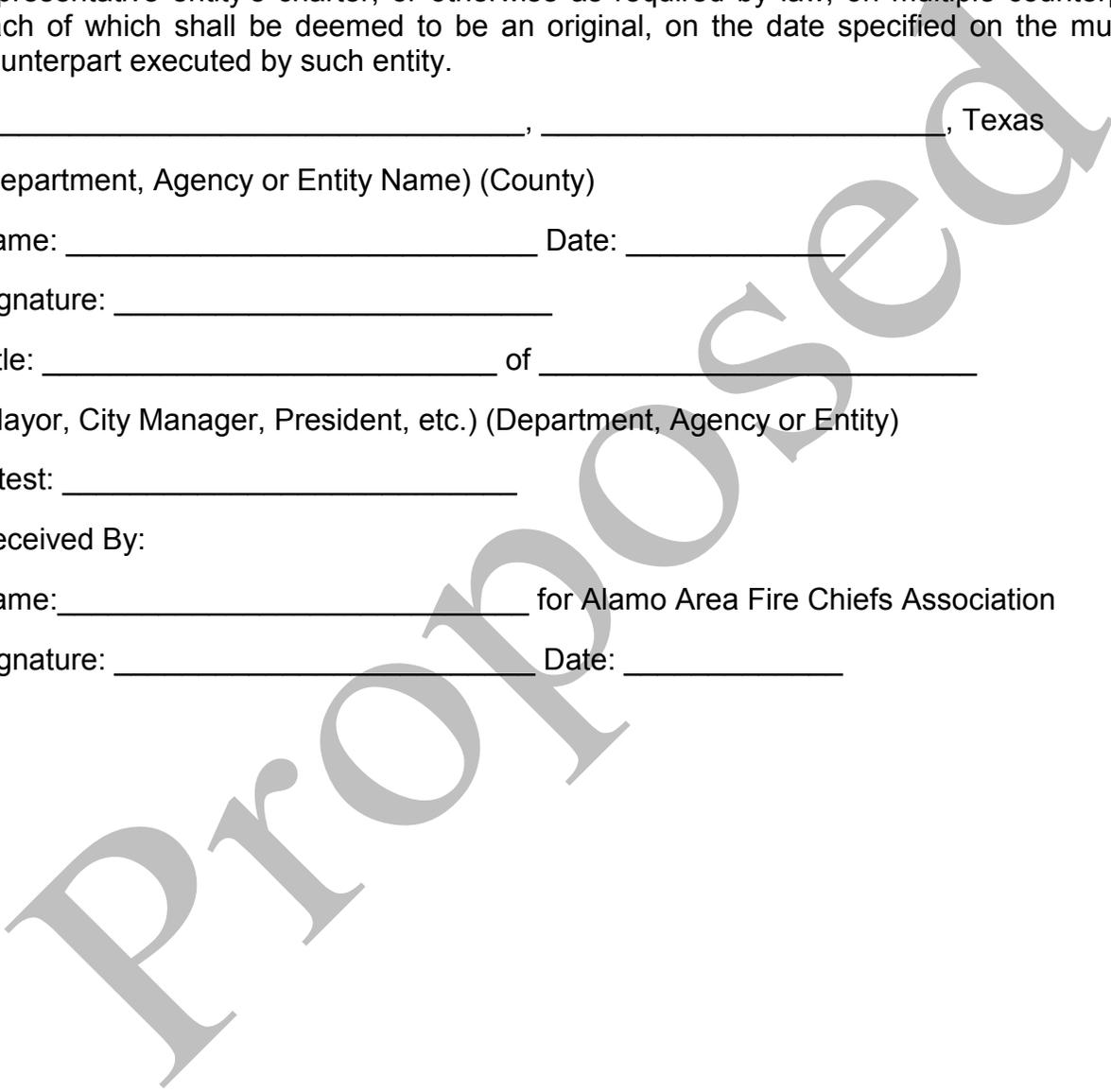
(Mayor, City Manager, President, etc.) (Department, Agency or Entity)

Attest: _____

Received By:

Name: _____ for Alamo Area Fire Chiefs Association

Signature: _____ Date: _____



Approval of the updated Alamo Area Emergency Services Mutual Aid Agreement

City of Leon Valley
City Council Meeting
April 13, 2015

Purpose

- This mutual aid agreement is an updated version of the agreement previously approved by City Council on July 7, 2009.
- The agreement is intended to provide assistance to jurisdictions that need emergency aid in order to reduce property damage, suffering, injury or loss of life due to the occasional shortages of emergency services equipment or personnel.

Background

- The Alamo Area Fire Chiefs Association (AAFCA) voted unanimously to amend the existing mutual aid agreements. This new mutual aid agreement is titled **ALAMO AREA EMERGENCY SERVICES MUTUAL AID AGREEMENT** and is intended to bring our agreements in line with the State Mutual Aid language.

Key difference

- This new agreement allows any jurisdiction that reciprocates emergency services and responds for any one operational period at no charge may start charging after 12 hours.
- Standard FEMA fee schedule to be used for any charges.

Details

- All fire department vehicles, to include the boat, hazardous materials response trailer and all other equipment, and personnel are included in this agreement.
- The agreement gives authority to the Fire Chief of the City of Leon Valley to determine what resources are needed to request, and what resources are available to provide.
- AACOG region is included in this agreement.

Fiscal Impact

- None: reciprocal exchange of resources as needed. No compensation shall be paid for providing aid under the agreement.
- The initiative is specifically listed in the 2013 – 2014 Strategic Goals, (5) “Continue to develop pro-business philosophy and practices”.

Recommendation

Sign and agree to the updated ALAMO AREA
EMERGENCY SERVICES MUTUAL AID AGREEMENT.

S.E. E. Statement

- **Social Equity** – Potential reduction in loss of life and suffering of the population.
- **Economic Development** – Potential reduction of property damage and loss of businesses.
- **Environmental Stewardship** – Potential reduction of pollution and loss of resources.

Approval of the updated Alamo Area Emergency Services Mutual Aid Agreement

City of Leon Valley
City Council Meeting
April 13, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: March 13, 2015 **M&C # 2015-04-13-07**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Discussion and possible action on a waiver of Community Center fees as requested for the League of Women Voters Candidate Forum.

PURPOSE

This item was placed on the City Council agenda at the request of Council members Benny Martinez and Carmen Sanchez pursuant to Resolution No. 14-017R.

BACKGROUND

On March 9, 2015 City Council waived \$720 in Community Center Fees but not the cleaning and security fees which total \$255. The League of Women Voters is now asking that the \$255 be waived as well.

FISCAL IMPACT

None

S.E.E. IMPACT

Social – N/A Economic – N/A Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Saundra Passailaigue

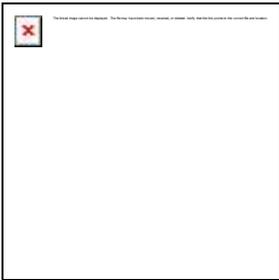
From: Benny Martinez <b.martinez@leonvalleytexas.gov>
Sent: Monday, April 06, 2015 10:38 PM
To: Mayor Riley
Cc: Saundra Passailaigue; Manny Longoria; Sylvia Irwin; Carmen Sanchez
Subject: Fwd: League of Woman Voters Event
Attachments: League M & C.pdf

This event was supposed to be at no charge. Now Mrs. Irwin is requesting money for the candidate forum. This is totally wrong.

In all honesty, we need to return to the long standing policy that the library in conjunction with the league of woman's voters sponsor this event.

Saundra, please place this matter on the addenda for discussion and action.

Benny Martinez
City Council Place 4
City of Leon Valley
b.martinez@leonvalleytexas.gov
210-681-1944



www.leonvalley.gov

Begin forwarded message:

From: "Benny Martinez" <benny@qualtelcom.com>
Date: April 6, 2015 at 10:20:58 PM CDT
To: <b.martinez@leonvalleytexas.gov>
Subject: FW: League of Woman Voters Event

-----Original Message-----

From: Joe Maldonado [<mailto:joe@solmediagroups.com>]
Sent: Monday, April 06, 2015 5:46 PM
To: Benny Martinez
Subject: Fwd: League of Woman Voters Event

Hey Benny,

Gail wanted for me to email you this.

Thanks,

Joe Maldonado
Producer/Director
Cell (210) 722-1075
www.solmediagroups.com

----- Original Message -----

Subject: League of Woman Voters Event
Date: 2015-04-03 10:14
From: "Sylvia Irwin" <st.irwin@leonvalleytexas.gov>
To: "Joe Maldonado" <joe@solmediagroups.com>

Per our conversation, you asked that I send you
information on the fees involved to hold this event
at the Leon Valley Conference Center.

Please see the attachment and remember you do
have to sign a Lease Agreement in my office at City
hall with your payment as soon as possible. We cannot
take checks the same month as your event so you will
need to pay with a master card or visa in the name of
the person presenting it, cash, money order or cashiers
check.

See you soon!

Sylvia T. Irwin

Leasing & Community Event Manager

City of Leon Valley

6400 El Verde Rd.

Leon Valley, Texas 78238

(210)684-1391 x225

Saundra Passailaigue

From: Carmen Sanchez <c.sanchez@leonvalleytexas.gov>
Sent: Tuesday, April 07, 2015 10:25 AM
To: Saundra Passailaigue
Cc: Benny Martinez; Manny Longoria; Sylvia Irwin; Mayor Riley; Crystal Caldera
Subject: Re: League of Woman Voters Event

Saundra,

Please add this item to the agenda to have an open discussion and possible action.

Thank You,

Carmen Sanchez
Council Place 2
City of Leon Valley
"Laws control the lesser man.
Right conduct controls the greater one."
-Proverb (author unknown)

On Apr 7, 2015, at 8:05 AM, Saundra Passailaigue <s.pass@leonvalleytexas.gov> wrote:

Good morning Councilman Martinez,

With all due respect, I will add your request upon the request of one more Councilman as instructed by Resolution 14-017R.

“Any item to be placed on the agenda requires the signatures of two (2) Council members, Mayor and the City Manager; agenda item documentation is needed 72 hours prior to the agenda being posted.”

I will say that \$720 of the fees were waived leaving only the cleaning and security fees (\$255) to be paid. This is the same waiver the City Council approved last year. I have included the M&C #2015-03-09-02 for you to see.

I hope that helps.

Respectfully,

Saundra Passailaigue, TRMC
City Secretary
6400 El Verde Rd
Leon Valley, Texas 78238
Tele:210-684-1391 Ext. 216
Fax: 210-684-1515
www.leonvalleytexas.gov

<image002.jpg>

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Sent: Monday, April 06, 2015 10:38 PM
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Cc: Saundra Passailaigue; Manny Longoria; Sylvia Irwin; Carmen Sanchez
Subject: Fwd: League of Woman Voters Event

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To: <b.martinez@leonvalleytexas.gov>
Subject: FW: League of Woman Voters Event

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Joe Maldonado
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To: "Joe Maldonado" <joe@solmediagroups.com>

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information on the fees involved to hold this event
at the Leon Valley Conference Center.

Please see the attachment and remember you do
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need to pay with a master card or visa in the name of
the person presenting it, cash, money order or cashiers
check.

See you soon!

Sylvia T. Irwin

Leasing & Community Event Manager

City of Leon Valley

6400 El Verde Rd.

Leon Valley, Texas 78238

(210)684-1391 x225

<M&C #2015-03-09-02.pdf>

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2014 **M&C #2015-04-13-08**

TO: Mayor and City Council

FROM: Melinda Moritz, Director of Public Works

THROUGH: Manuel Longoria Jr., City Manager
Randall Wallace, Assistant City Manager

SUBJECT: Request to accept a bid and award a contract for the FY 2015 Evers Road Rehabilitation Project to Clark Construction, and authorize the City Manager to sign the contract, with contingency.

PURPOSE

Bids were received on April 2, 2015, with the following bidders and amounts:

Name	Bid Amount	Alternate Amt	Qualified	Savings
Clark Construction	\$430,630.93	\$150,139.44	Yes	\$369,369
Lone Star Paving	\$442,705.68	\$255,491.00	Yes	\$357,294
San Antonio Constructors	\$783,447.90	\$155,889.60	Yes	\$16,552

The lowest responsive bidder was Clark Construction, with the bid amount of \$430,630.93, and an alternate of \$150,139.44, and they meet all qualifications. The alternate is for the construction of bus pads, to be reimbursed by VIA. The estimate from the engineer was \$800,000, with \$153,920 for the bus pads, so the low bid indicates a savings of \$369,369, with a savings of \$3,780 for the bus pads. The amount for the road portion of the project may increase, depending on the amount of base failure found during construction.

After negotiation with City Staff, VIA has agreed to pay for the installation of bus pads along Evers Road, by way of reimbursement. They will be forwarding a funding mechanism shortly. VIA has also agreed to repair the Primo bus line pad on Poss Road and another bus pad on Huebner Road.

This agenda item allows the City Council to consider accepting the qualified bidder and award the contract for the FY 2015 Evers Road Overlay Project to Clark Construction, and to authorize the City Manager to sign the contract, with contingency.

Clark Construction has indicated that they would be ready to start the project immediately; however, should the City decide to wait, they would not be available again until the late summer or early fall, as they are due to start a project with TxDOT in the summer. Clark Construction stated that they could complete the project within two months. They have

lanes at a time, in order to leave two lanes open for traffic, and that the begin and end times each day would be at the City's discretion.

An engineering report from Young & Associates, Inc. indicates Evers Road can be satisfactorily repaired by using the Mill & Overlay process, with some road base replacement. This will extend the roadway life by approximately ten years. The work would begin at Forest Dell and end at Huebner Road. The remaining cul-de-sac near Pavona Place is in good condition and will be crack sealed and slurried after the road project.

The Evers Road project was approved by City Council during the budget process, and was presented to the Infrastructure Committee at their September 10 and November 4, 2014, and January 28, 2015 meetings, and this met with their concurrence.

Staff contacted City of San Antonio to inquire about possible co-construction of Evers Road, but was told that their portion of the road was not slated for rehabilitation during their 2014-2019 Infrastructure Management Program.

The Street Capital Improvement Plan indicates several streets in need of reconstruction or mill and overlay, with Evers Road being the top priority, as it moves the greatest number of vehicles and is at risk of complete failure. Other streets identified as needing rehabilitation include:

- Forest Timber – street reconstruction
- Linkview at Linkcrest – street reconstruction
- Huebner Road – portion reconstructed and portion chip sealed

Numerous other streets in various residential areas are in need of a wedge type mill and overlay, to reduce the amount of asphalt at the curb line, but they should be ranked first, according to priority, during the coming fiscal year.

The Capital Improvements Plan for the water and sewer system calls for replacement of 5000 feet of water mains and 15,000 feet of sewer mains. These mains will be also ranked according to highest priority and any roads over the top of these mains should not be reconstructed until the mains are replaced.

SEE LEON VALLEY

Social – Evers Road is used by a large number of Leon Valley and non-Leon Valley residents.

Economic – Extending the life of existing streets reduces the need for total reconstruction, minimizing financial impact to the taxpayer. Using street maintenance tax funds reduces the tax burden placed upon residents of Leon Valley.

Environmental – The Mill & Overlay process results in millings that can be reused by the contractor, reducing impact to the environment.

FISCAL IMPACT

The project was estimated at \$800,000; however, the lowest responsive bid came in at \$430,630.93, for a savings of \$369,369.07. The funds are budgeted for FY 2015.

STRATEGIC GOALS

The action supports the Council’s goal of maintaining City streets.

RECOMMENDATION

Accept the qualified bidder and award the contract for the FY 2015 Evers Road Overlay Project to Clark Construction, and authorize the City Manager to sign the contract, with contingency.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

FY 15 Street Maintenance Projects

Project	Description	Amt. (Engineer's est.)	Schedule
Evers Rd. (Huebner to Forest Dell)	Mill and Overlay, Base Failure Repairs)	\$750,000	Bid Document - December Advertise - January Award - February Begin Construction - March
Linkview @ Linkcrest	Street Reconstruction	\$118,000	Engineering - Complete Bid Document - December Advertise - January Award - February Begin Construction - March
Forest Timber (Forest Mont to Forest Way)	Street Reconstruction	\$93,000	Engineering - Complete Bid Document - December Advertise - January Award - February Begin Construction - March

Leon Valley City Council

FY 2015

Evers Road Project

April 13, 2015

Purpose

- Request to Accept Bid and Award Contract for the FY 2015 Evers Road Overlay Project to Clark Construction, in the amount of \$430,630.93, with an alternate of \$150,139.44
- Authorize the City Manager to sign a contract, with contingency

Evers Road Overlay Project

Results of Bid Opening on April 2, 2015

Name	Bid Amount	Alternate Amt	Qualified
Clark Construction	\$430,630.93	\$150,139.44	Yes
Lone Star Paving	\$442,705.68	\$255,491.00	Yes
San Antonio Constructors	\$783,447.90	\$155,889.60	Yes

Background

- Evers Road to be repaired by use of Mill & Overlay process, with some base repairs, extending roadway life by approx. 10 years
- Lowest bid at \$430,630.93; with alternate for 13 bus pads at \$150,139.44
- VIA has agreed to pay for the installation of bus pads by reimbursement
 - Also agreed to repair the Primo bus line pad on Poss Road and on Huebner Road
- Clark Construction is lowest responsive and qualified bidder

Background

- The estimate from the engineer was \$800,000, with \$153,920 for the bus pads
- Low bid indicates a savings of \$369,369 for the street and a savings of \$3,780 for the bus pads
- Amount for road portion of the project may increase, depending on base failure discovered during construction.

Background

- Contractor states they would be ready to start the project immediately
- If the City waits, they won't be available again until the late summer or early fall
- Project may be completed within two months

Background

- Contractor requesting to work weekends, to eliminate start/stop
- Would be closing two lanes at a time
- Begin and end times each day would be at City's discretion
- Work to encompass Forest Dell to Huebner Road

Background

- Remaining portion near Pavona Place to be crack sealed/slurried
- Engineering report indicates Evers Road can be repaired by using Mill & Overlay process, with some road base replacement
- Roadway life extended approximately ten years

Background

- Project was approved by City Council during budget process
- Presented to Infrastructure Committee on September 10 and November 4, 2014, and January 28, 2015 meetings, and this met with their concurrence
- City of San Antonio contacted to ask for co-construction of Evers Road, but road not selected for COSA 2014-2019 Infrastructure Management Program.

Background

- Street CIP indicates several streets in need of reconstruction or mill and overlay
- Evers Road is top priority
 - Moves the greatest number of vehicles and is at risk
- Other streets are:
 - Forest Timber street reconstruction
 - Linkview/Linkcrest street reconstruction
 - Huebner Road reconstructed/chip sealed

Background

- Other streets in residential areas need wedge type mill and overlay to reduce the amount of asphalt at the curb line
- Should be ranked according to priority during next fiscal year

Background

- CIP for water & sewer system calls for replacement of 5000 ft of water mains & 15,000 ft of sewer mains
- Mains are to be ranked according to highest priority
- Roads over the top of these mains should not be reconstructed until the mains are replaced

S.E.E. Statement

- **Social** – Evers Road is used by a large number of Leon Valley and non-Leon Valley residents
- **Economic** – Extending the life of existing streets reduces the need for total reconstruction, minimizing financial impact to the taxpayer. Using street maintenance tax funds reduces the tax burden placed upon residents of Leon Valley.
- **Environmental** – The Mill & Overlay process results in millings that can be reused by the contractor, reducing impact to the environment

Fiscal Impact

- Project estimated at \$800,000; however, lowest responsive bid is \$430,630.93, with \$150,139.44 for bus pads
- The funds are budgeted from the Street Maintenance Tax, with a balance of \$1,244,524

City Council Strategic Goals

- The action supports the Council's goal of maintaining the City's infrastructure, to include City streets

Recommendation

- Accept the lowest responsive bid, award the contract, authorize the City Manager to sign a contract with Clark Construction, in the amount of \$430,630.93, and \$150,139.44 for bus pads, with contingency.

Leon Valley City Council

FY 2015

Evers Road Overlay Project

April 13, 2015



MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-09**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Discussion and possible action on an explanation of estimated costs for the Hike and Bike Trail.

PURPOSE

This item was placed on the City Council agenda as tabled at the March 9th City Council meeting.

A motion was made by Councilman Paul Bieber, seconded by Councilman Abraham Diaz, to table this item until the April 13th meeting where at that particular time Council will have a firm amount of information in regards to the project along with the cost; and details needed for Council to make an intelligent decision.

Mayor Riley called for a roll call vote to which the City Council replied: Councilman Ruiz - Aye; Councilman Sanchez – Nay; Councilman Diaz – Aye; Councilman Martinez – Nay; and Councilman Bieber – Aye.

The City Council voted three (3) for and two (2) opposed with Councilman Sanchez and Councilman Martinez casting the negative votes. Mayor Riley announced that the motion passed

Attached for your review is the cost to build the Hike and Bike Trail as confirmed through the competitors bid process.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

April 9, 2015

City of Leon Valley, City Manager
6400 El Verde Road
Leon Valley, Texas 78238

Attention: Mr. Manuel Longoria, Jr.

Reference: Huebner Creek Hike and Bike Trail
CSJ: 0915-12-514
IDS Job No. 2117-001-00
Contract Award Letter

Dear Mr. Longoria:

On April 3, 2015, bids for the referenced project were opened and read aloud. Based on the information we received, to the best of our knowledge and belief, the lowest and best qualified bid is that of Construction Resolution Group (CRG) with a base bid of \$1,006,756.48, and we recommend the award of the contract to Construction Resolution Group (CRG) in the amount of \$1,006,756.48.

If you have any questions, please contact us.

Sincerely,



Thong H. Le, P.E.
Project Manager

Attachments: Bid Tabulation
Contractor Bid Documents Submittal Checklist

BID FORM (SCHEDULE OF VALUES)				CONTRACTOR #1 - CRG CONSTRUCTION RESOLUTION GROUP	
SPEC ITEM	ITEM DESCRIPTION	UNIT	QUANTITIES	UNIT BID PRICE	EXTENDED AMOUNT
0100 2002	PREP ROW	STA	45	\$ 900.00	\$ 40,500.00
0104 2009	REM CONC (RIP RAP)	SY	392	\$ 65.00	\$ 25,480.00
0104 2036	REM CONC (SIDEWALK OR RAMP)	SY	15	\$ 65.00	\$ 975.00
0105 2011	REM STAB BASE AND ASPH PAV (2"-6")	SY	2190	\$ 9.00	\$ 19,710.00
0110 2001	EXCAVATION (ROADWAY)	CY	1700	\$ 24.00	\$ 40,800.00
0110 2002	EXCAVATION (CHANNEL)	CY	90	\$ 35.00	\$ 3,150.00
0132 2001	EMBANKMENT (FINAL) (ORD COMP) (TY A)	CY	270	\$ 18.00	\$ 4,860.00
0160 2005	FURNISHING AND PLACING TOPSOIL	CY	385	\$ 12.00	\$ 4,620.00
0161 2008	EROSION CONTROL COMPOST (2")	SY	3072	\$ 1.50	\$ 4,608.00
0168 2001	VEGETATIVE WATERING	MG	420	\$ 30.68	\$ 12,885.60
0247 2334	FL BS (CMP INPLC) (TY A OR B GR4) (3")	SY	4513	\$ 7.50	\$ 33,847.50
0416 2002	DRILL SHAFT (24IN)	LF	180	\$ 110.00	\$ 19,800.00
0420 2001	CL A CONCRETE (MISC)	CY	55	\$ 500.00	\$ 27,500.00
0420 2013	CL C CONC (MISC)	CY	135.5	\$ 235.00	\$ 31,842.50
0420 2005	CL C CONC (FOOTINGS)	CY	74	\$ 550.00	\$ 40,700.00
0420 2256	CL S CONC (APPR SLAB) (HPC)	CY	18	\$ 360.00	\$ 6,480.00
0420 2029	CL S CONC (SLAB)	CY	26	\$ 1,400.00	\$ 36,400.00
0420 2011	CL C CONC (RETAINING WALL)	CY	63	\$ 650.00	\$ 40,950.00
0500 2001	MOBILIZATION	LS	1	\$ 100,000.00	\$ 100,000.00
0502 2001	BARRICADES, SIGNS, AND TRAFFIC HANDLING	MO	6	\$ 3,500.00	\$ 21,000.00
1122 2001	ROCK FILTER DAMS TYP 1 (INSTALL)	LF	140	\$ 40.00	\$ 5,600.00
1122 2009	ROCK FILTER DAMS TYP 1 (REMOVE)	LF	140	\$ 10.00	\$ 1,400.00
1122 2037	TEMP SEDIMENT CONTROL FENCE INSTALL	LF	4250	\$ 1.75	\$ 7,437.50
1122 2057	TEMP SEDIMENT CONTROL FENCE REMOVE	LF	4250	\$ 0.40	\$ 1,700.00
0529 2011	CONC CURB & GUTTER (SAWTOOTH)	LF	345	\$ 25.00	\$ 8,625.00
0531 2004	CONC SIDEWALKS (6")	SY	6183	\$ 46.86	\$ 289,735.38
SS1006	KIOSK	EA	4	\$ 5,000.00	\$ 20,000.00
SS1000	TRAIL SIGNAGE	EA	10	\$ 450.00	\$ 4,500.00
SS1001	ROADWAY SIGN	EA	2	\$ 500.00	\$ 1,000.00
SS1002	TRAILHEAD SIGN	EA	1	\$ 2,800.00	\$ 2,800.00
SS1003	TRAIL MEDALION	EA	1	\$ 1,800.00	\$ 1,800.00
SS1004	1/4 MILE MARKER	EA	3	\$ 800.00	\$ 2,400.00
SS1005	CREEK CROSSING MARKER	EA	2	\$ 1,500.00	\$ 3,000.00
1020 2001	TREE PROTECTION	EA	50	\$ 45.00	\$ 2,250.00
1020 2002	TREE PROTECTION (PROTECT FENCE)(PLASTIC)	LF	2,500	\$ 1.35	\$ 3,375.00
1020 2005	TREE PROTECTION (MULCH)	SY	3,000	\$ 3.00	\$ 9,000.00
SS 2001	FLAGSTONE VENEER	SF	1810	\$ 22.50	\$ 40,725.00
SS 2002	BIKE RACK	EA	1	\$ 1,200.00	\$ 1,200.00
SS 2003	DRINKING FOUNTAIN	EA	3	\$ 3,800.00	\$ 11,400.00
SS 2004	TRASH RECEPTACLES	EA	2	\$ 800.00	\$ 1,600.00
SS 2005	SHADE STRUCTURE	EA	1	\$ 24,000.00	\$ 24,000.00
SS 2006	SEATING BOULDERS	EA	6	\$ 3,200.00	\$ 19,200.00
SS 2007	STEEL HANDRAIL	LF	90	\$ 120.00	\$ 10,800.00
SS 2008	CEDAR SPLIT-RAIL FENCE	LF	650	\$ 12.00	\$ 7,800.00
SS 2009	PARK BENCH	EA	2	\$ 2,500.00	\$ 5,000.00
SS 2010	CELLULOSE FIBER MULCH SEEDING (PERM)	AC	1	\$ 1,900.00	\$ 1,900.00
SS 5530	REMOVABLE BOLLARDS	EA	2	\$ 1,200.00	\$ 2,400.00
CONSTRUCTION TOTAL =					\$ 1,006,756.48

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-10**
TO: Mayor and Council
FROM: David Dimaline, Assistant Director of Public Works
THROUGH: Randall Wallace, Assistant City Manager
Manuel Longoria Jr., City Manager
SUBJECT: Approval of a budget adjustment for the General Fund in the amount of \$7,700, to cover costs associated with 63 additional expressway streetlights.

PURPOSE

In December we were informed by CPS Energy that they were not collecting the costs associated with street lights in Leon Valley.

The purpose of this item is to transfer funds to the Public Works budget to cover expressway streetlight costs. These expressway streetlights were installed by TxDOT on Bandera Road in the city limits of Leon Valley, as a part of the flyover project. They are maintained by CPS Energy, and are to be paid for by the City of Leon Valley per the terms of an Agreement with TXDOT. CPS will install the lights and Leon Valley pays for the light bill. A field audit was performed by staff from City of Leon Valley Public Works, TxDOT, and CPS Energy. It was determined that a total of 80 express way lights exist within the Leon Valley city limits; however, the City has only been paying for 13 of these 80 lights. The new billing is scheduled to begin this current fiscal year.

SEE LEON VALLEY

Social – Street lighting along right of way helps provides safety to all motorists within the City of Leon Valley.

Economic – N/A

Environmental – N/A

FISCAL IMPACT

The additional 63 lights will cost approximately \$1,540 per month. This additional cost will require a budget adjustment of \$7,700 for the General Fund to cover monthly costs for the remaining fiscal year.

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve a budget adjustment for the General Fund in the amount of \$7,700.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE APPROVING AMENDMENTS TO THE ENTERPRISE FUNDS OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR FISCAL YEAR OF 2014-2015.

Whereas on September 22, 2014 the City Council of the City of Leon Valley adopted the 2014-2015 fiscal year budget: and

Whereas Texas Local Government Code Section 102.010 provides that a municipality is not prohibited from making changes to a budget for municipal purposes: and

Whereas the Leon Valley City Council hereby finds and determines that the amendments adopted under this ordinance are for a municipal purpose.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

SECTION I

That the City Council of the City of Leon Valley hereby amends the fiscal year 2014-2015 budget as provided for in the attached Exhibit "A", said Exhibit to be incorporated herein as if fully set forth herein.

**SECTION II
SEVERABILITY**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION III
REPEALER CLAUSE**

Any provisions of any prior ordinance of the City which are in conflict with any provision of the Ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

**SECTION IV
EFFECTIVE DATE**

This Ordinance shall become effective and shall be in full force and effect on and after its passage and publication as required by state law.

**SECTION V
PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, of the Texas Government Code. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 13th day of April, 2015.

APPROVED

**CHRIS RILEY
MAYOR**

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

CHARLES E. ZECH
City Attorney

Budget Adjustment Expressway Streetlights

City Council Meeting
April 13, 2015

Purpose

- In December we were informed by CPS Energy that they have not been collecting costs associated with street lights in Leon Valley.
- CPS will install the light and Leon Valley pays the light bill.
- Authorize a budget adjustment in the amount of \$7,700 for the General Fund

Purpose (continued)

- Currently there are 80 expressway lights in the City of Leon Valley, per a field audit conducted with CPS Energy and TXDOT
- The City has been paying utility costs associated with only 13 of the lights.

Background

- An Agreement was made between City and TXDOT, which stipulates CPS Energy maintain the lights, and City pay for the service
- The additional 63 lights will cost \$1,540 per month or \$18,480/yr.

Fiscal Impact

- A budget adjustment of \$7,700 is needed for the General Fund to cover monthly costs for the remainder of the fiscal year

Recommendation

- Approve budget adjustment for the General Fund in the amount of \$7,700

Budget Adjustment Expressway Streetlights

City Council Meeting
April 13, 2015

MAYOR AND COUNCIL COMMUNICATION

M&C #2015-04-13-11

DATE: April 13, 2015
TO: Mayor and City Council
FROM : Claudia Mora, Economic Development Director
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Conduct the First of Two Public Hearings, and Readings to Receive Public Comment, and Consider Action on a Resolution Approving the Expenditure of LVEDC Funds in a Grant of Up to \$57,000 to the Leon Valley Area Chamber of Commerce

PURPOSE

This agenda item is intended to conduct the first of two public hearings and readings of the resolution approving expenditure of LVEDC funding, and to receive comment from Leon Valley citizens regarding the grant of up to \$57,000 to the Leon Valley Area Chamber of Commerce (LVACC).

Article IV Functional Corporate Duties and Requirements, Section 4.5 Expenditure of Corporate Money, Subsection (c) of the Bylaws of the City of Leon Valley Economic Development Corporation (LVEDC) requires that expenditures approved by the LVEDC Board of Directors for project funding in excess of \$10,000 have at least two separate readings of the approving City Council resolution and two public hearings.

At the February 26, 2015 meeting, the LVEDC Board of Directors approved the funding of up to \$57,000 in LVEDC funds to LVACC to establish and furnish an office for the LVACC, and to finish out the office space at 6300 Evers Road. A copy of the LVEDC's approving resolution is attached as Attachment A.

If approved by the City Council, the funding will allow LVACC to finish out leased space and establish a chamber office. The funds will enable the LVACC to purchase office furniture, computer equipment and software, and tables and chairs. Currently, the LVEDC Finance Committee and representatives of the LVACC Board of Directors are negotiating the performance agreement that must be signed in order for the LVEDC to grant funds to the LVACC. Part of the terms of the agreement includes the LVEDC releasing approximately \$30,000.00 immediately in order for the LVACC to finish out the leased space and purchase equipment and furniture. At the end of the first six (6) months, the LVEDC Finance Committee and staff will conduct an audit and review the operations and revenue of the LVACC. In addition, the LVACC must present a work plan for the next six (6) months. The balance of the funding will be provided on a reimbursement basis based on the expenditures made to establish and maintain the chamber offices for the second part of the year.

A second public hearing and reading are scheduled for Tuesday, May 5, 2015.

Staff is working with the LVEDC attorney, LVEDC Finance Committee and representatives of the LVACC Board of Directors to finalize a performance agreement, as required by state statute.

This item supports the approved Strategic Goals; specifically, Goal 1 - Economic Development, Objective B: Promote Business-Friendly Practices.

FISCAL IMPACT

The LVEDC grant of up to \$57,000.00 will be paid to LVACC to establish a chamber office.

RECOMMENDATION

Staff recommends approval.

S.E.E. IMPACT

Social – To continue developing a diverse and versatile business environment that will encourage a superior quality of life for residents.

Economic – To provide a diverse and versatile business environment that supports a healthy economy by attracting viable businesses and patrons; and to assist an economic development partner better serve the business community.

Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

**ATTACHMENT A
RESOLUTION #2015-06**

A RESOLUTION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) APPROVING THE EXPENDITURE OF LVEDC FUNDS TO THE LEON VALLEY AREA CHAMBER OF COMMERCE IN A GRANT AMOUNT OF UP TO \$57,000.00

WHEREAS, the mission of the Leon Valley Economic Development Corporation is to promote businesses within the City or businesses relocating into the City; and

WHEREAS, the mission of the Leon Valley Economic Development Corporation also supports improvements to businesses which will improve sales tax generation and attract other businesses to the City; and

WHEREAS, the Leon Valley Area Chamber of Commerce (LVACC) has submitted a grant application for \$57,000.00; and

WHEREAS, a public hearing was held by the LVEDC to receive public comment regarding the expenditure of LVEDC funds in a grant of up to \$57,000.00 to the LVACC; and

WHEREAS, staff has reviewed the application of the Leon Valley Area Chamber of Commerce, and recommended the LVEDC Board consider the funding request; and

WHEREAS, LVEDC Board review of the application and approval of the Leon Valley Area Chamber of Commerce request for funding of up to \$57,000.00 supports the mission of the LVEDC and City; and

NOW THEREFORE, BE IT RESOLVED that the Leon Valley Economic Development Corporation of the City of Leon Valley, that:

1. The Board approves the expenditure of LVEDC funds of up to \$57,000.00 in a grant to the Leon Valley Area Chamber of Commerce ("Grantee").
2. The expenditure of funds will be made in two disbursements and in the form of a direct grant, as approved by the LVEDC Board ("Board"), with the first disbursement being \$30,000.00 and the second being after the Grantee has submitted photos of and receipts for the completed work and materials, and an evaluation of the first six months of operations of the LVACC by the LVEDC;

PASSED AND APPROVED by the Leon Valley Economic Development Corporation this **26th day of February 2015**.

SIGNED:

ATTEST:

Stephen Ynostrosa, Board President

David J. Gannon, Board Secretary

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY APPROVING THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) PROJECT FUNDING OF UP TO \$57,000.00 IN A GRANT TO THE LEON VALLEY AREA CHAMBER OF COMMERCE (LVACC) FOR THE ESTABLISHMENT OF A CHAMBER BUSINESS OFFICE IN LEON VALLEY.

WHEREAS, the City Council is required by Texas State law to approve LVEDC projects in excess of \$10,000.00; and

WHEREAS, the City Council has established a Type B (formerly 4B) Economic Development Corporation Board, to review project applications and administer the Type B sales tax receipts specifically earmarked for eligible economic development projects as described in the Official ballot language; and

WHEREAS, the LVEDC Board reviewed and approved the project funding February 26, 2015 for the Leon Valley Area Chamber of Commerce project for a grant in the amount of up to \$57,000.00 for the establishment of a Chamber business office at 6233 Evers Road to assist new and existing businesses and members of the LVACC in and around Leon Valley.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS THAT:

1. The City Council approves the expenditure of LVEDC funds up to \$57,000.00 in a grant to Leon Valley Area Chamber of Commerce ("Grantee").
2. The expenditure of funds may be made in one or more disbursements and in the form of a direct grant, as approved by the LVEDC Board ("Board"). The Board shall as a condition of the expenditure minimally require a Performance Agreement ("Agreement") setting forth requirements to be determined by the Board. The Agreement shall include claw back provisions. Grantee Leon Valley Area Chamber of Commerce shall be liable for the performance of the Agreement.
3. All final and fully executed documentation related to the approval of the LVEDC Project Funding of up to \$57,000.00 in a grant to Leon Valley Area Chamber of Commerce, for the purposes herein described and authorized, including but not limited to the Leon Valley Economic Development Resolution, the Performance Agreement, as authorized by the Leon Valley City Council at the requisite first and second public hearings, and the first and second readings of this resolution, at both public hearings, as recommended by the Leon Valley Economic Development Corporation and as finally directed by the Leon Valley City Council.
4. The City Council finds that the Resolution is in the public interest and is necessary for the good governance of the City.
5. If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Resolution. The City Council hereby declares that it would have

passed this Resolution, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared void; and that in lieu of each clause or provision of this Resolution that is invalid, illegal, or unenforceable there be added as a part of the Resolution a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.

6. This Resolution shall be effective upon approval and signature of the Mayor.

PASSED AND APPROVED by the Leon Valley City Council on the First Reading on this 13th day of April 2015

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Proposed

City of Leon Valley

1st Public Hearing

**Expenditure of up to \$57,000
in LVEDC Funds for a Grant to
Leon Valley Area Chamber of
Commerce**

Monday, April 13, 2015

1st Public Hearing

- 1st Public Hearing – April 13, 2015
 - Also, first reading of the resolution approving expenditure of up to \$57,000 in LVEDC funds
- 2nd Public Hearing – May 5, 2015
 - Second reading of resolution
 - Final approval of resolution

LVEDC Expenditure of up to \$57,000

- Type B (4B) sales tax receipts may be used for business retention, expansion and attraction along with beautification and improvement of the quality of life for Leon Valley citizens
- Providing business resources and promoting business development are accepted activities for funding

Leon Valley Area Chamber of Commerce

- Originally formed in 1981
- Tax-exempt corporation under Section 501(c)(6)
- Seeking assistance for overhead costs associated with establishing an office

LVACC Project

- Set up LVACC office in Leon Valley
- Lease office space at 6233 Evers Road for 1 year
 - 546 sq. ft.
 - \$750/month
- Start up costs = \$8,755
 - Furniture, equipment, supplies, signage, telephone
- Staffing
 - Receptionist = \$4,800
 - Recruiter = \$4,800
- Total Cost for 6 months = \$22,855

LVEDC Expenditure of up to \$57,000

- 2 Disbursements
 - \$30,000 initial payment
 - Up to \$27,000 on a cost-reimbursement basis and based on expenditure need of LVACC
- Staff to perform audit on \$30,000 expenditure and review of plan for increasing LVACC revenues at the end of 6 months
- Staff to provide report of findings to LVEDC

LVEDC Expenditure of up to \$57,000

- LVEDC Finance Committee and LVACC representatives to meet
 - Review audit findings
 - Discuss operations plan and goals for next 6 months
 - Consider use, need and eligible use of balance of grant
- After meeting with LVACC representatives, LVEDC Finance Committee to determine need and payment for next phase of project

LVEDC Expenditure of up to \$57,000

- LVEDC Board of Directors approved funding on February 26, 2015
- One (1) public hearing was held by the LVEDC
- Funding is available in the LVEDC FY2014-2015 Budget, EDC Project Funding line item
- LVEDC Board of Directors seeks approval of expenditure of up to \$57,000 in a grant to Leon Valley Area Chamber of Commerce

City of Leon Valley

1st Public Hearing

**Expenditure of up to \$57,000
in LVEDC Funds for a Grant to
Leon Valley Area Chamber of
Commerce**

Monday, April 13, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-03-09-12**
TO: Mayor and Council
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Consideration of Resolution No. 15-009R in support of S.B. 2029 pertaining to improvements to the Street Maintenance Tax Legislation

PURPOSE

Senator Jose Menendez has filed S.B. 2029 that pertains to extending the local authorization for the Street Maintenance Tax to a twenty-year (20) period. The purpose of this item is to consider a resolution that supports S.B. 2029 specifying the City of Leon Valley's support of this legislation.

BACKGROUND

State law requires an election by the citizens of a city to vote for the establishment of the street maintenance sales tax. Originally, the program was established for a four-year period and requires the voters to reauthorize the tax every four years. In Leon Valley, the sales tax was first approved by voters in November 2007, beginning on April 1, 2008 and expiring on March 31, 2012. Residents once again voted in favor of the tax in November 2011, and the second authorization began on April 1, 2012. In the 2013 Legislative session, legislation was approved allowing Leon Valley voters to consider the street maintenance tax for a ten-year (10) period. In November 2014, voters in Leon Valley approved the tax and extended it to March 31, 2024.

Leon Valley voters overwhelmingly supported the tax (over 80%) in three separate elections. Some residents asked why we have to vote for the tax again after ten years and suggested we handle the tax in the same manner as the city's economic development tax, which is authorized indefinitely.

Due to the age of our city's streets and the size of our city, the amount of tax generated every ten years is insufficient to repair and reconstruct all streets. If state law were changed to allow for the City of Leon Valley to ask for voter approval of the tax for a longer period such as twenty years, the City could use debt financing of major street projects.

The City of Leon Valley maintains 42 miles of street, with 98% asphalt and only 2% concrete. Asphalt pavement typically requires maintenance every seven years. Street maintenance projects are not paid for out of property taxes; rather, they are planned and paid for in their entirety by the revenue collected from the street maintenance sales tax. At present, the street

maintenance sales tax is one-quarter of one cent, which generates about \$400,000 annually. Major street reconstruction cannot be funded using this tax because it requires debt issuance to cover the higher cost to reconstruct. A bond issuance of \$7,000,000 would require annual payments for a 20-year period. Currently, the City of Leon Valley cannot issue bonds using the Street Maintenance Tax without the ability to utilize a twenty year debt issuance.

FISCAL IMPACT

N/A

RECOMMENDATION

Support Senate Bill 2029 pertaining to improvements to the street maintenance tax legislation.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

A RESOLUTION IN SUPPORT OF S.B. 2029 PERTAINING TO EXTENDING THE LOCAL AUTHORIZATION OF THE STREET MAINTENANCE TAX TO A TWENTY-YEAR (20) PERIOD.

WHEREAS The City of Leon Valley voters have overwhelmingly supported the Street Maintenance tax in three separate elections; and

WHEREAS Eighty (80%) of Leon Valley residents voted yes to the Street Maintenance Sales Tax for street maintenance projects; and

WHEREAS Due to the age of our city's streets and the size of our city, the amount of tax generated every ten years is insufficient to repair and reconstruct all streets; and

WHEREAS If state law were changed to allow for the City of Leon Valley to ask for voter approval of the tax for a longer period such as twenty years, the City could issue bonds and use debt financing of major street projects.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

1. This community supports S.B. 2029 pertaining to extending the local authorization of the Street Maintenance Tax to a twenty-year (20) period.
2. The Leon Valley City Council encourages the Texas Legislature to approve S.B. 2029.
3. This resolution is effective as of the date of adoption by the City Council of Leon Valley.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 13th day of April, 2015.

A P P R O V E D

CHRIS RILEY

Mayor

Attest: _____

SAUNDRA PASSAILAIGUE, TRMC

City Secretary

Approved as to Form: _____

CHARLES E. ZECH

City Attorney

Consideration of resolution in support of
S.B. 2029 pertaining to improvements to the
Street Maintenance Tax Legislation

April 13, 2015

Purpose

- Senator Jose Menendez has filed S.B. 2029 that pertains to extending the local authorization for the Street Maintenance Tax to a twenty-year (20) period.
- The purpose of this item is to consider a resolution that supports S.B. 2029 specifying the City of Leon Valley's support of this legislation.

Background

- State law requires an election by the citizens of a city to vote for the establishment of the street maintenance sales tax.
- Originally, the program was established for a four-year period and requires the voters to reauthorize the tax every four years.
- Leon Valley first approved sales tax by voters in November 2007, beginning on April 1, 2008 and expiring on March 31, 2012.

Background

Continued

- Residents once again voted in favor of the tax in November 2011, and the second authorization began on April 1, 2012.
- In the 2013 Legislative session, legislation was approved allowing Leon Valley voters to consider the street maintenance tax for a ten-year (10) period.
- In November 2014, voters in Leon Valley approved the tax and extended it to March 31, 2024.

Background

Continued

- Leon Valley voters overwhelmingly supported the tax (over 80%) in three separate elections.
- Some residents asked why we have to vote for the tax again after ten years and suggested we handle the tax in the same manner as the city's economic development tax, which is authorized indefinitely.

Background

Continued

- Due to the age of our city's streets and the size of our city, the amount of tax generated every ten years is insufficient to repair and reconstruct all streets.
- If state law were changed to allow for the City of Leon Valley to ask for voter approval of the tax for a longer period such as twenty years, the City could use debt financing of major street projects.

Background

Continued

- The City of Leon Valley maintains 42 miles of street, with 98% asphalt and only 2% concrete.
- Asphalt pavement typically requires maintenance every seven years.
- Street maintenance projects are not paid for out of property taxes; rather, they are planned and paid for in their entirety by the revenue collected from the street maintenance sales tax.

Background

Continued

- At present, the street maintenance sales tax is one-quarter of one cent, which generates about \$400,000 annually.
- Major street reconstruction cannot be funded using this tax because it requires debt issuance to cover the higher cost to reconstruct.
- A bond issuance of \$7,000,000 would require annual payments for a 20-year period.
- Currently, the City of Leon Valley cannot issue bonds using the Street Maintenance Tax without the ability to utilize a twenty year debt issuance.

Recommendation

- Supports Senate Bill 2029 pertaining to improvements to the Street Maintenance Tax Legislation

Consideration of resolution in support of
S.B. 2029 pertaining to improvements to the
Street Maintenance Tax Legislation

April 13, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C #2015-04-13-13**

TO: Mayor and Council

FROM: Randall Wallace, Chief of Police

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Authorize the City Manager to negotiate and enter into a leasing agreement with the leasing agent for 6502 Bandera to lease 3,334 square feet of space to be used by the City of Leon Valley as a City Hall during the time the present City Hall is being renovated.

PURPOSE

As we are all aware, the City of Leon Valley is in the midst of a facilities improvement project. This project is divided into three phases with the first phase, the Fire Station, was completed in January 2015. The second phase, the Police Department, should be completed in June of 2015 and the third phase, City Hall, will start in June of 2015.

Our Contractor, Bartlett Cocke, has advised that the only way to complete the third phase is for the building to be vacant so it can be addressed in its entirety. With the complete change out of electrical, mechanical (air conditioners), and plumbing systems this phase cannot be piecemeal.

After looking at 13 different locations, our Project Manager has identified a location that will both serve the needs of the residents and visitors of Leon Valley as well as the employees. This location is the Leon Valley Executive Center, located at 6502 Bandera Road. The City would rent 3,334 square feet of office space. The lease for seven months would result in a cost of \$26,138. This includes maintenance, insurance, and janitorial service. This location has 18 office/work spaces along with a public waiting area. The location has a semi-secure area for the cashiers, which will be separated from the customers by a window system similar to what we now have. There will be 24 hour access to this facility if the need arises.

Last year during the budget process, the City Council allocated \$30,000 for the relocation of City Hall during the phase three construction work.

The lease would be for approximately 7 months with the option to renew month to month, if needed. Staff will transition into the space in late May.

SEE LEON VALLEY

Social – Will provide a location for the conducting of City business, accessible to our residents and visitors alike, during the time that the current City Hall is being remodeled.

Economic – N/A

Environmental – N/A

FISCAL IMPACT

The City Council allocated \$30,000 for the relocation.

RECOMMENDATION

Authorize the City Manager to enter into a lease agreement for the relocation of City Hall to the Leon Valley Executive Center, 6502 Bandera, during phase three of the municipal facilities project.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION NO. 15-010R

AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A LEASE AGREEMENT FOR 3,334 SQUARE FEET AT 6502 BANDERA TO TEMPORARILY HOUSE CITY HALL DURING THE RENOVATION/REMODELING OF OUR CURRENT FACILITIES

WHEREAS the City of Leon Valley is in the midst of a seven million dollar municipal facilities improvement project; and

WHEREAS the remodeling/renovation of City Hall is the third phase of the project; and

WHEREAS our contractor has advised the only way to address phase three is as one project; and

WHEREAS in order for our contractor to perform the scope of work he was contracted for, the building must be vacant; and

WHEREAS in order to allow this benefit, City Hall would have to relocate for approximately ten months thereby giving the contractor access to the entire building identified in phase three; and

WHEREAS our Project Manager has identified 3,334 square feet of space within 6502 Bandera that is available for short term lease; and

WHEREAS the City Council allocated funds for the relocation of City Hall during the budget planning process for Fiscal Year 2015;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

1. The City Manager is authorized to negotiate and enter into a contract for the short term lease of 3,334 square feet of office space within the Leon Valley Executive Center, 6502 Bandera Road.
2. The authorization is hereby effective as of the date of adoption of this Resolution.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 13th day of April, 2015.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
CHARLES E. ZECH
City Attorney

City of Leon Valley

Relocation of City Hall during phase
three renovations to the Municipal
Facilities

April 13, 2015

Background

- The City of Leon Valley is in the midst of a facilities improvement project
- This project is divided into three phases
 - Phase one, the Fire Station, was completed in January 2015
 - Phase two, the Police Department, should be completed in June of 2015
 - Phase three, City Hall, will start in May of 2015.

Background

- Our Contractor, Bartlett Cocke, has advised that the only way to complete the third phase is for the building to be vacant
- There will be a complete change out of electrical, mechanical (air conditioners), and plumbing systems so this phase cannot be split

Lease

- After looking at 13 different locations, our Project Manager has identified a location that will both serve the needs of the residents and visitors of Leon Valley as well as the employees
- The location is the Leon Valley Executive Center, located at 6502 Bandera Road
- The City would rent 3,334 square feet of office space for seven months, resulting in a cost of \$26,138

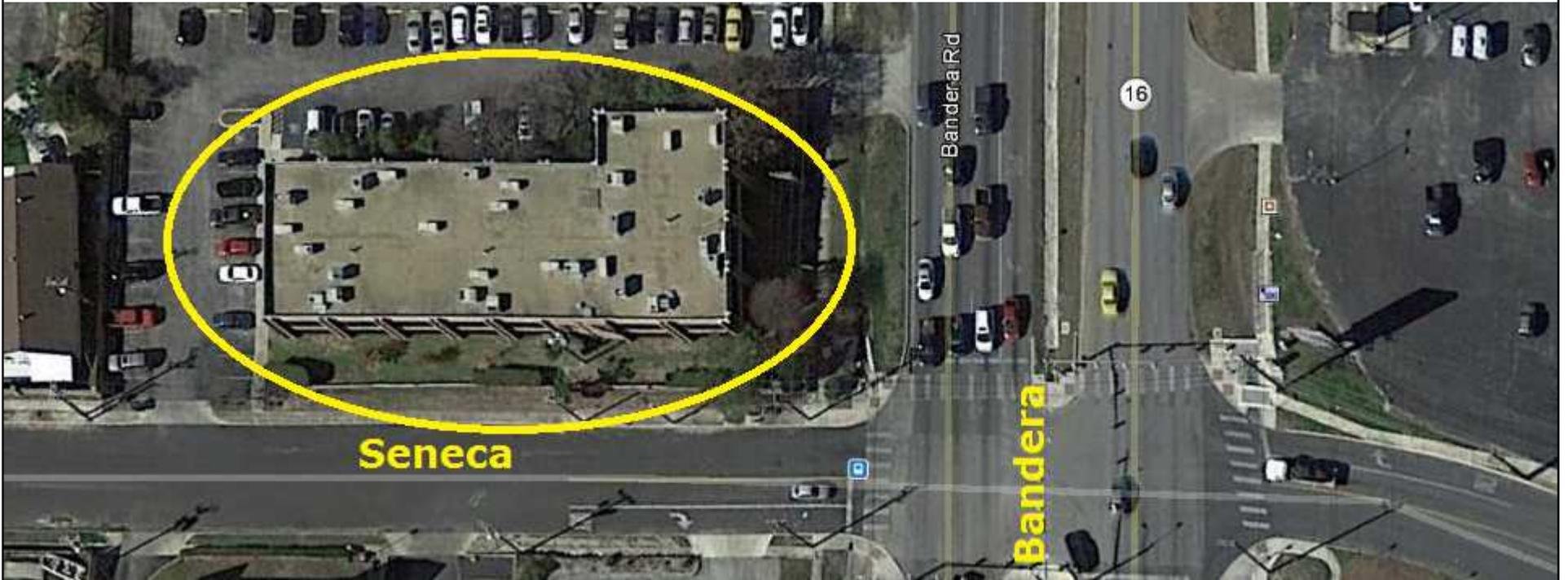
Lease

- This fee includes maintenance, insurance, and janitorial service
- The location has 18 office/work spaces along with a public waiting area
- The location has a semi-secure area for the cashiers, which will be separated from the customers by a window system similar to what we now have

Lease

- There will be 24 hour access to this facility if the need arises
- City Council meetings and Court will be held at Conference Center
- The lease would be for approximately 7 months with the option to renew month to month, if needed

Location

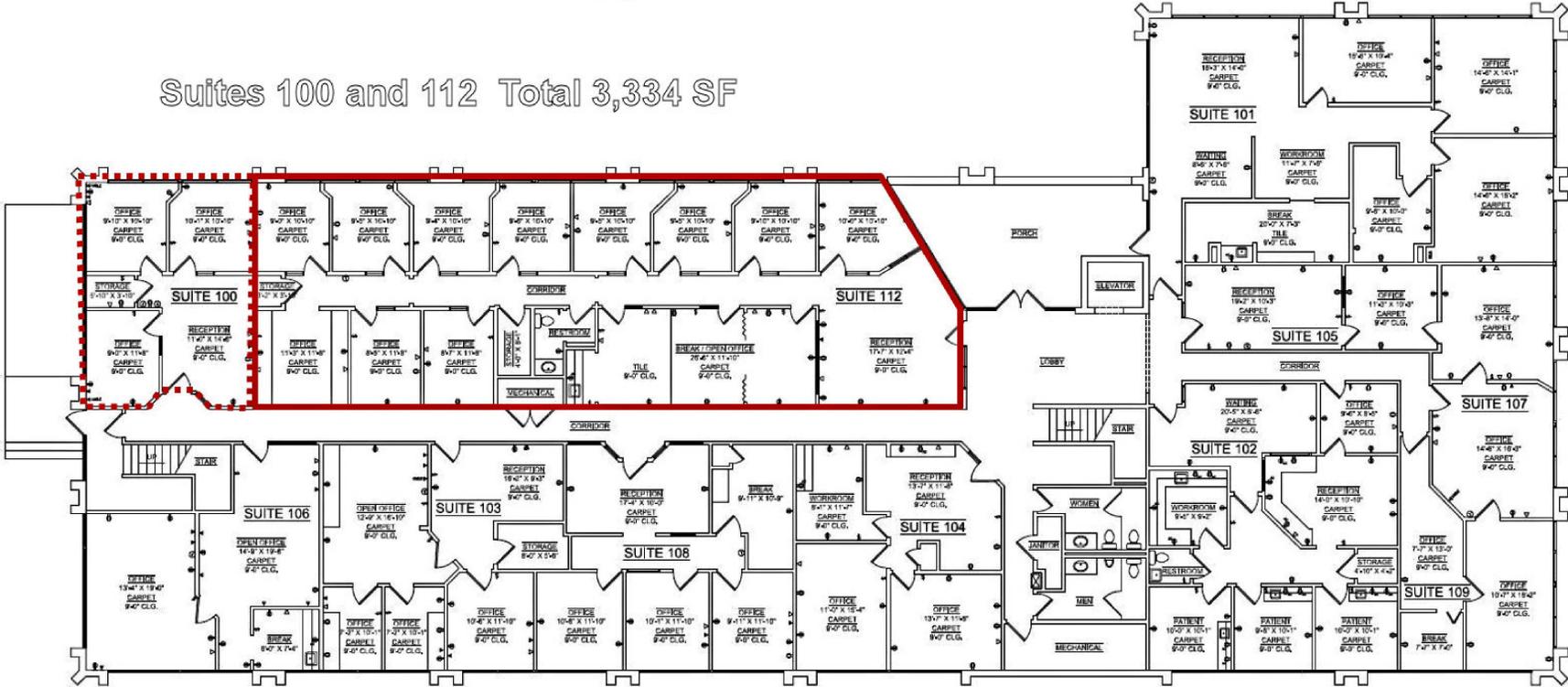


Location



Location

Suites 100 and 112 Total 3,334 SF



Fiscal Impact

- During the budget process the City Council allocated \$30,000 for the relocation of City Hall during phase three of the municipal facilities project.

Recommendation

- Authorize the City Manager to negotiate and enter into a lease agreement for the relocation of City Hall to the Leon Valley Executive Center, 6502 Bandera, during phase three of the municipal facilities project.

MAYOR AND COUNCIL COMMUNICATION

DATE: April 13, 2015 **M&C # 2015-04-13-14**

FROM: Policy Sub-Committee

THROUGH: Manuel Longoria, Jr., City Manager

TO: Mayor and Council

SUBJECT: Adopting the Purchasing Policy for the City of Leon Valley

PURPOSE

At the last City Council meeting the Purchasing Policy that was presented to the Policy Sub-Committee was presented to the Council.

Council requested a change be made to Section 1.0 Governing Policy, third paragraph which instructed staff to provide a monthly report on purchases in excess of \$10,000 rather than quarterly. That change has been made to the policy. (See Attached Policy).

SEE LEON VALLEY

Social - The Purchasing Policy provides uniform transparency for City purchases.

Economic - N/A

Environmental - N/A

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve the Purchasing Policy for the City of Leon Valley.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley

**PURCHASING
POLICY**

April 13, 2015

STATEMENT OF GENERAL POLICY

It is the policy of the City of Leon Valley that all purchasing shall be conducted strictly on the basis of economic and business merit. This policy is intended to promote the best interest of the citizens of the City of Leon Valley, Texas.

It is important to remember that city purchasing operates in full view of the public. In order to ensure an open purchasing process and economy in purchasing, the Leon Valley City Council has determined that competitive bidding will be used as much as possible in the purchase of goods and services for the City.

The City of Leon Valley intends to maintain a cost effective purchasing system conforming to good management practices. To be successful, the system must be backed by proper attitudes and cooperation of not only every department head and official, but also every supervisor and employee of the City of Leon Valley. The establishment and maintenance of a good purchasing system is possible only through cooperative effort.

The purchasing process is not instantaneous. Time is required to complete the steps required by State law. In order to accomplish timely purchasing of products and services at the best value to the City of Leon Valley, all departments must cooperate fully. Prior planning and the timely submission of requisitions are essential to expedite the purchasing process and to assure that the process is orderly and lawful.

**PURCHASING POLICY
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CITY OF LEON VALLEY PURCHASING POLICY

1.0 GOVERNING AUTHORITY

The primary governing authority for the City of Leon Valley's Purchasing Policy shall be the Local Government Code Chapter 252, "*Purchasing and Contracting Authority of Municipalities.*" All procurement activity shall be governed by the Purchasing Policy, in accordance with applicable state and local government codes.

All powers of the City vest in the City Council. Authority for purchasing of goods and services is delegated to the City Manager provided the purchase does not exceed \$50,000. The City Manager's authority is delegated to the Purchasing Agent, subject to the requirements of this policy and adopted purchasing procedures.

To ensure proper oversight, all purchases in excess of \$10,000 will be reported to Council monthly. The report will include the vendor, purpose, amount, and source of funds for the expenditure.

2.0 PURPOSE AND SCOPE

The Purchasing Policy applies to the procurement activities of the City of Leon Valley. All procurement activities for the City shall be administered in accordance with the provisions of this policy, with the express intent to promote open and fair conduct in all aspects of the procurement process.

3.0 OBJECTIVES

The Purchasing Office is responsible for ensuring that City departments comply with federal, state and local statutes regulating competitive sealed bids, competitive sealed proposals, professional services, high technology purchases, cooperative purchases, and emergency and sole-source purchases. The Purchasing Office solicits all competitive procurements required by law and with the user department evaluates bids and proposals and makes recommendations to the City Council for awarding of contracts.

The Purchasing Office is a functional support division and should be included in all states of acquisition, through planning, ordering and receiving. Purchasing Agent issues purchase orders (PO's) and processes bids, and/or negotiates and executes contracts to deliver goods and services in a timely manner. Ensure compliance with State of Texas purchasing statutes and the City's purchasing policies.

The Purchasing Office is committed to providing quality service through effective teamwork and communication with City departments and vendors alike, in order to fulfill the purchasing needs of the City in a professional, responsive and timely manner in compliance with all City policies and applicable federal, State, county and local purchasing laws. Public purchasing has the responsibility to obtain the best value for the tax dollar in a fair, efficient and equitable manner. To achieve this objective the Purchasing Office seeks to foster as much competition as possible. In doing so, we adopt the goal of fairness by ensuring all who wish to compete for the opportunity to sell to the City of Leon Valley can do so. Our policy is intended to:

1. Give all suppliers full, fair, prompt and courteous consideration;
2. Encourage open and fair competition;
3. Solicit supplier suggestions in the determination of clear and adequate specifications and standards;
4. Cooperate with suppliers and consider possible difficulties they may encounter; and
5. Observe strict truthfulness and highest ethics in all transactions and correspondence.

3.1 General Duties of the Purchasing Office

1. Observe and enforce the policies and procedures outlined in the City of Leon Valley Internal Purchasing Controls or as directed by the City Manager or his/her designee;
2. Advise and assist in the formulation of policies and procedures connected with the purchasing activities of the City, and keep the Director of Finance advised of such policies and procedures.
3. Investigate and analyze research done in the field of purchasing by other governmental agencies and by private industry, in an effort to keep abreast of current developments in the fields of purchasing, prices, market conditions and new products;
4. Coordinate, organize, and assist departments in the specification writing process to ensure that specifications are written concisely and are not written in an exclusive manner;
5. Join with other governmental agencies in cooperative purchasing plans when it is in the best interest of the City;
6. Receive, open, and evaluate competitive solicitations;
7. Act in an advisory role as a non-voting member on evaluation committees;
8. Assist departments in preparing recommendations for competitive solicitations for City Council approval;
9. Combine purchases of similar items whenever possible and practical, to allow for better pricing and establish a more competitive atmosphere;
12. Dispose of surplus City property;
13. Conduct regular training sessions for employees involved in the purchasing process

4.0 CODE OF ETHICS

By participating in the procurement process, employees of the City of Leon Valley agree to:

- Avoid the intent and appearance of unethical or compromising practice in relationships, actions, and communications.
- Demonstrate loyalty to the City of Leon Valley by diligently following the lawful instructions of the employer, using reasonable care, and only authority granted.
- Refrain from any private business or professional activity that would create a conflict between personal interests and the interest of the City of Leon Valley.
- Refrain from soliciting or accepting money, loans, credits, or prejudicial discounts, and the acceptance of gifts, entertainment, favors, or services from present or potential suppliers that might influence, or appear to influence purchasing decisions.

- Never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether as payment for services or not; and never accept for himself or herself or for family members, favors or benefits under circumstance which might be construed by reasonable persons as influencing the performance of Governmental duties.
- Engage in no business with the City of Leon Valley, directly or indirectly, which is inconsistent with the conscientious performance of Governmental duties.
- Handle confidential or proprietary information belonging to employer or suppliers with due care and proper consideration of ethical and legal ramifications and governmental regulations.
- Never use any information gained confidentially in the performance of Governmental duties as a means of making private profit.
- Promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle.
- Know and obey the letter and spirit of laws governing the purchasing function and remain alert to the legal ramifications of purchasing decisions.
- Expose corruption and fraud wherever discovered.
- Uphold these principles, ever conscious that public office is a public trust.

5.0 COMPETITIVE PURCHASING REQUIREMENTS

Under no circumstances shall multiple requisitions be used to circumvent other applicable bidding requirements or City Council approval.

5.1 Procedures for Purchases Less than \$3,000

The ordering Department with the assistance of the Purchasing Office selects the vendor and enters a requisition. Once a purchase order is issued the ordering department places the order and/or picks up the materials.

Purchases under \$3,000 may be made through a purchase order (PO) or requisitions process.

- Items not subject to this process may include utility bills, lease payments, membership dues, employee reimbursements, travel fees, fuel, etc. A DO will be issued by the Department Head for these purchases. All exceptions to the PO or DO process must be approved by the Finance Director.

In special cases, purchase can be made through a credit card maintained by the Director of Finance and the City Secretary.

5.2 Procedures for Purchases of \$3,000 to \$25,000

All purchases greater than \$3,000 but less than \$25,000 must be processed in accordance with the following procedure:

- Purchases totaling \$3,000 to \$25,000 will require three or more quotes, when available. Two no quotes returned equal one quote.
- All quotations received must be provided in writing, by electronic mail or by facsimile from the vendor and available for review by the Purchasing Agent.

- All requisitions \$25,000 and over will require approval by City Manager prior to purchase order being issued.

5.4 HUB'S

Local Government Code Chapter 252.0215 Competitive bidding in relations to Historically Underutilized Business vendors, states that a municipality, in making an expenditure of more than \$3,000 but less than \$50,000, shall contact at least two HUBs on a rotating basis. If the list fails to identify a disadvantaged business in the county in which the City is situated, the City is exempt from this section.

HUB – Certified businesses that are at least 51% owned, operated, and controlled by the qualifying groups which include Asian Pacific Americans, Black Americans, Hispanic Americans, Native Americans and American Women.

5.5 Purchases more than \$50,000

1. Except as otherwise exempted by applicable State law, requisitions for item(s) whose aggregate total cost is more than \$50,000 must be processed as a competitive solicitations (**e.g. sealed bids, request for proposals, and request for offers.**) Texas Local Government Code, Subchapter B, Section 252.021 defines the requirements for competitive bids.

Texas Local Government Code, Section 252.062, states:

A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly makes or authorizes separate, sequential, or component purchases to avoid the competitive bidding requirements of Section 252.021. An offense under this subsection is a Class B Misdemeanor.

A municipal officer or employee commits an offense if the officer or employee intentional or knowingly violates Section 252.021, other than by conduct described in subsection (a). An offense under this subsection is a Class B Misdemeanor.

A municipal officer or employee commits an offense if the officer or employee intentionally or knowingly violates this chapter, other than by conduct described by subsection (a) or (b). An offense under this subsection is a Class C Misdemeanor.

Conviction for any of these offenses may result in immediate removal from office or employment.

5.6 Reciprocity

The State of Texas Reciprocity Law provides that the State or political subdivision cannot award contracts or purchases to non-resident bidders having local preference laws in their resident states unless their bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

5.7 Award of Contract

The City of Leon Valley shall award contracts based on criteria deemed in the best interest of the City.

Texas Local Government Code, Section 252.043, states, in part:

- (a) *if the competitive sealed bidding requirement applies to the contract for goods or services, the contract must be awarded to the lowest responsible bidder or to the bidder*

who provides goods or services at the best value for the municipality.

- (b) *Before awarding a contract under this section, a municipality must indicate in the bid specifications and requirements that the contract may be awarded either to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality.*

5.8 Disclosure of Information

Access to bidder-declared trade secrets or confidential information shall be in accordance with the Texas Government Code Chapter 552, the Public Information Act, and applicable City policies implementing this chapter.

Texas Local Government Code Chapter 252.049(b) states, in part:

If provided in a RFP, proposals shall be opened in a manner that avoids disclosure of the contents to competing offerers and keeps the proposals secret during negotiations. All proposals are open for public inspection after the contract is awarded, but trade secrets and confidential information in the proposals are not open for public inspection.

5.9 Professional Services

Personal and professional services are exempted from the competitive bidding process and are procured through the use of Request for Qualifications (RFQ) documents. The Purchasing Office is available to consult with departments regarding the preparation of information; however, the presentation of technical and qualifications aspects of personal and/or professional services included in the RFQ documents is the sole responsibility of the requesting department.

1. Texas Government Code, Chapter 2254, Subchapter A, Professional Services, states that contracts for the procurement of defined professional services may not be awarded on the basis of competitive bids. Instead, they must be awarded on the basis:
 - (a) *Of demonstrated competence and qualifications to perform the services;*
 - (b) *For a fair and reasonable price;*
2. Professional Services for the purposes of Government Code Chapter 2254 are defined as those "services within the scope of the practice, as defined by state law, of accounting, architecture, landscape architecture, land surveying, medicine, optometry, professional engineering, real estate appraising, or professional nursing, or provided in connection with the professional employment or practice of a person who is licensed or registered as a certified public accountant, an architect, a landscape architect, a land surveyor, a physician, including a surgeon, an optometrist, a professional engineer, a state certified or state licensed real estate appraiser, or a registered nurse.

5.10 Automated Information Systems

All requests for computer equipment, software, telecommunications and related services or supplies should be submitted to the Communications Department (CD) for review and technical evaluation. CD will review each request for compatibility with other hardware and software and will investigate alternatives.

Recommendations and comments will include but not be limited to:

- Additional costs incurred because of the purchase;
- Compatibility considerations;
- Cost effectiveness of the request; and
- Alternatives that would effectively meet the users' needs.

No purchases for computer related equipment or supplies are allowed without CD approval.

5.11 Cooperative Purchases

Cooperative purchasing occurs when two or more governmental entities coordinate some or all purchasing efforts to reduce administrative costs, take advantage of quantity discounts, share specifications, and create a heightened awareness of legal requirements. Cooperative purchasing can occur through inter-local agreements, state contracts, piggybacking, and joint purchases and should be used when deemed in the City's best interest.

5.12 Emergency Purchases

Valid emergencies are those that occur as a result of the breakdown of equipment which must be kept in operation to maintain the public's safety or health, or whose breakdown would result in the disruption of City operations. When this situation occurs, the department shall contact the Purchasing Office and procure supplies and services in accordance with the Purchasing Manual.

The Legislature exempted certain items from sealed bidding in the Texas Local Government Code Section 252.022(a), including but not limited to:

1. *A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality.*
2. *A procurement necessary to preserve or protect the public health or safety of the municipality's residents;*
3. *A procurement necessary because of unforeseen damage to public machinery, equipment or other property.*

5.13 Sole Source Purchases

Sole-source purchases are items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies as defined by local government code.

When a department has identified a specific item with unique features or characteristics essential and necessary to the requesting department and no alternate products are available, a detailed written justification must be provided to the Purchasing Office in advance for review and approval.

6.0 LEGAL DEFINITION

The legislature exempted certain items from sealed bidding in the Vernon's Texas Codes Annotated-Local Government Code Section 252.022 (a) 7, in part: Procurement of items available from only one

source, including:

1. Items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies;
2. films, manuscripts, or books
3. gas, water and other utility services;
4. captive replacement parts or components for equipment;
5. books, papers, and other library materials for a public library that are available only from the person holding exclusive distribution rights to the materials; and
6. management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits.

7.0 RECOMMENDATION TO CITY COUNCIL

The Purchasing Office and the user department make final recommendations to the City Council for awarding of contracts, in accordance **with approval thresholds**, for all solicitations in the stated areas of responsibility.

City of Leon Valley
Policy Sub-Committee
City of Leon Valley Purchasing Policy
April 13, 2015

Overview

- The City Manager presented the Policy Sub-Committee the proposed City of Leon Valley Purchasing Policy
- The Sub-Committee recommended that City Council approve the policy
- The Purchasing Policy encompasses the City's internal controls and purchasing as prescribed by the Texas Local Government Code Chapter 252 Purchasing and Contracting Authority of Municipalities

Overview

Continued

- The City has always followed state purchasing laws for municipalities. Two changes to the internal controls that should be noted are:
 - Requires the City Manager or his designee to approve a Requisition prior to issuing the Purchase Order that is \$25,000 to under \$50,000
 - To ensure proper oversight, all purchases in excess of \$10,000 will be reported to Council **monthly**. The report will include the vendor, purpose, amount, and source of funds for the expenditure

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