



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, September 01, 2015

AGENDA

1. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance led by Boy Scout Troop 911.
 2. **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 Council. Should a member of the public bring an item to the Council, for which the subject was not posted on the agenda of that meeting, the Council may receive the information but cannot act upon it during the meeting. Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the Council.
- 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]
3. Proclamation declaring September 11, 2015, Patriots Day in the City of Leon Valley, Texas.
 4. Proclamation declaring the first full week in September, National Payroll Week in the City of Leon Valley, Texas.

CONSENT AGENDA

5. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) August 04, 2015 Regular City Council Meeting
 - b) August 19, 2015 Special City Council Meeting
6. Consideration and possible action on:
 - A. Resolution No. 15-028R amending Section 1.09.010 City Park Commission authorized, to add language to "(b) the Commission shall consist of nine (9) members who are appointed by the City Council for a term of two (2) years, conterminous with the Mayor", to include "and two (2) Alternate Members"; and

B. To Amend Article 1 Park Ordinance, Revising Section 1.09.005 additional prohibited uses and activities prohibited, to add "(g) It shall be unlawful for any person to dump any trash or refuse of any type on any park or other City-owned property within the City limits." **M&C #2015-09-01-01 (M. Moritz)**

7. Consideration and possible action of Resolution No. 15-029R appointing members to boards, commissions, and committees. **M&C #2015-09-01-02 (S. Passailaigue)**

DISCUSSION AGENDA

8. Discussion and presentation by Mike Delagarza on the details of the fall festival. **M&C #2015-09-01-03 (Council Member M. Alcocer and Mayor C. Riley)**

9. Consideration and possible action regarding the wording of the new dedication plaque at City Hall. **M&C #2015-09-01-04 (M. Moritz)**

10. Discussion and possible action for the approval of a budget adjustment for the Municipal Facilities Bond Program to provide additional funds in the Contractor Contingency Fund. **M&C #2015-09-01-05 (M. Moritz)**

11. Discussion and possible action authorizing the City Manager to enter into a contract with Southwest Engineers, for the purpose of performing engineering, design, and construction management services for the 2015 Water Well Project, and to approve the use of the funds already available in the Water Fund Capital line item for these services. **M&C #2015-09-01-06 (M. Moritz)**

12. Conduct a Public Hearing on the Proposed 2015 Tax Rate of \$0.561615/\$100 valuation which is \$0.013892 lower than last year's Tax Rate of \$0.575507 and exceeds the Effective Tax Rate of \$0.526647 by 6.641451% **M&C #2015-09-01-07 (V. Wallace)**

13. Discussion and direction to staff on unresolved issues for the FY 2016 Proposed Budget **M&C #2015-09-01-08 (V. Wallace)**

14. Discussion and possible action of the approval of a budget adjustment and related ordinance for funds received in the amount of \$38,218 from the Ambulance Supplemental Payment Program (ASPP) for a new brush truck. **M&C #2015-09-01-09 (L. Valdez)**

15. Discussion and possible action regarding a letter from the City of Leon Valley to the AAMPO on the possibility of realignment of the original hike and bike trail design submitted in 2015. **M&C #2015-09-01-10 (Mayor C. Riley)**

16. City Manager's Report:

- a) Department Reports
- b) Approved Minutes from Boards, Commissions and Committees
- c) Upcoming Important Events:
 - Fall Clean-up Week, August 31st – September 4th

- Texas Municipal League's 103rd Annual Conference – San Antonio, September 22nd-25th
- City Offices and Municipal Court closure Monday, September 7, 2015 in observance of Labor Day.
- National Night Out, October 6th

17. Citizens to be Heard.

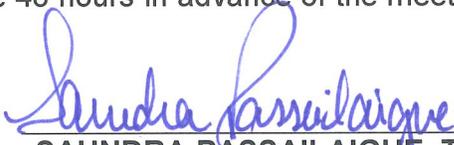
18. Announcements by the Mayor and Council Members. At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday 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.

19. 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 open 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 at the Leon Valley Public Library, 6425 Evers Road, Leon Valley, Texas, on August 27, 2015 at 4:00 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





PROCLAMATION

WHEREAS, Patriot Day is observed on September 11 of each year, designated in memory of the 2,993 persons killed in the September 11, 2001 attacks; and,

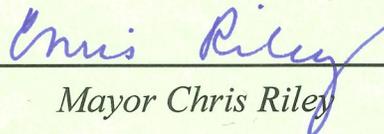
WHEREAS, on September 11, 2001, courageous first responders risked and gave their lives to protect others. Incredible men and women did everything from thwarting hijackers to gathering aid for victims and their families. And countless individuals enlisted in the armed forces to keep our homeland safe. Ultimately, the plot of the terrorists failed; Americans chose to rebuild and not to live in fear; and,

WHEREAS, on Patriots Day, we remember all those who were taken from us in an instant and seek their lasting memorial in a safer and more hopeful world; and,

WHEREAS, with the passing of time, we can now look at September 11 as the demonstration of our nation's strength, heroism and unity.

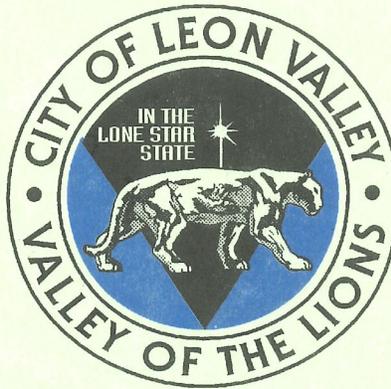
NOW, THEREFORE, I, CHRIS RILEY, Mayor on behalf of the Leon Valley City Council, do hereby proclaim September 11, 2015 as Patriots Day in the City of Leon Valley and, call upon the people of Leon Valley to participate in community service in honor of those our Nation lost, to observe this day with other ceremonies and activities, including remembrance services.

Signed by my hand on this the 1st day of September, 2015.



Mayor Chris Riley





National Payroll Week Proclamation

Whereas the American Payroll Association and its 23,000 members have launched a nationwide public awareness campaign that pays tribute to the more than 156 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings and withholding federal employment taxes; and

Whereas payroll professionals in the City of Leon Valley play a key role in maintaining the economic health of Leon Valley, carrying out such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting and depositing; and

Whereas payroll departments collectively spend more than \$15 billion annually complying with myriad federal and state wage and tax laws; and ***Whereas*** payroll professionals play an increasingly important role ensuring the economic security of American families by helping to identify noncustodial parents and making sure they comply with their child support mandates; and

Whereas payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

Whereas payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

Whereas the week in which Labor Day falls has been proclaimed National Payroll Week, I hereby give additional support to the efforts of the people who work in Leon Valley, Texas and of the payroll profession by proclaiming the first full week of September Payroll Week for this Leon Valley, Texas.

on this the 1st day of September, 2015.

Chris Riley

Mayor Chris Riley





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

Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, August 4, 2015

MINUTES

The City Council of the City of Leon Valley, Texas met on the 4th day of August, 2015 at the Leon Valley Conference Center located at 6421 Evers Road, Leon Valley, Texas for the purpose of the following business:

SPECIAL CITY COUNCIL MEETING

Mayor Riley called the Special City Council Meeting to order at 7:01 p.m. and asked Council Member Monica Alcocer to lead the Pledge of Allegiance.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Council Members Carmen Sanchez, Benny Martinez; David Jordan; and Monica Alcocer. Council Member David Edwards was excused due to vacation.

Also in attendance were:

Interim City Manager Hank Brummett, ACM/Human Resources Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Patrick Bernal, Fire Chief Luis Valdez, Police Chief Randall Wallace, Assistant Police Chief Ray Lacy, Planning Manager Elizabeth Carol, Economic Development Director Claudia Mora, Finance Director Vickie Wallace and Communications Director Darrick Green.

A workshop will be conducted on the Proposed Fiscal Year 2016 Budgets. During the workshop the Interim City Manager will present a PowerPoint Presentation on the following Proposed Fiscal Year 2016 Budgets: M&C #2015-08-04-01 (H. Brummett)

- | | | |
|-------------------|----------------|-------------------|
| a) Administration | e) Development | g) Special Events |
| b) Police | Services | h) Parks |
| c) Fire | f) Economic | i) Library |
| d) Public Works | Development | |

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez to postpone Item 1 of this agenda (budget workshop) to August 18, 2015. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Citizens to Be Heard and Time for Objections to the Consent Agenda.

Mayor Riley asked if any of the Council Members wished to pull Items 4, 5, 6, 7, 8 or 9 from the Consent Agenda for discussion.

Council Member Benny Martinez requested that Item 6 be pulled for discussion. Mayor Riley moved to citizens to be heard.

Walter Geraghty, 7315 Ellerby Point, on behalf of the American Legion Post 336, thanked the City Council for the Audie L. Murphy signs. Mr. Geraghty also expressed his pleasure with the July 4th Spectacular.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) July 21, 2015 Regular City Council Meeting
- b) July 25, 2015 Coffee with the Mayor and Council
- c) July 29, 2015 Special City Council Meeting

Consideration and possible action of Resolution No. 15-024R appointing members to boards, commissions, and committees. M&C 2015-08-04-02 (S. Passailaigue)

Consideration and possible action of a request for partnership with the City of Leon Valley and approval of a waiver for related fees for the use of the Leon Valley Community Center by the American Legion Post No. 336 as requested by Mr. Walter Geraghty. M&C #2015-08-04-04 (E. Carol)

Consideration and approval of a waiver for the deposit and rental fees related to the use of the Leon Valley Community Center as requested by Congressman Joaquin Castro for a town hall meeting. M&C #2015-08-04-05 (E. Carol)

Consideration and possible action of Resolution No. 15-025R creating a potted plant beautification program for the City of Leon Valley and authorizing expenditures therefor. M&C #2015-08-04-06 (S. Passailaigue)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez, to approve Consent Agenda Items #4 (July 21st, July 25th and July 29th City Council Minutes) as presented, #5 (Resolution No. 15-024R), Item #7 (American Legion Waiver), Item #8 (Congressman Waiver), and Item #9 (Resolution No. 15-025R) Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Consideration and possible action of Ordinance No. 15-010 authorizing a budget adjustment to the general, water, and stormwater funds, in order for the City to have adequate funds to cover the cost of the unemployment benefits for Manuel Longoria Jr. and Janie Willman. M&C #2015-08-04-03 (ACM C. Caldera)

ACM/HR Director Crystal Caldera was present to answer questions.

A motion was made by Council Member Benny Martinez and seconded by Council Member Monica Alcocer, to approve Consent Item 6 (Ordinance No. 15-010) as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

City Manager's Report:

- a) Stage I Water Restrictions**
- b) Emergency Shelter Exercise**
- c) Department Reports**
- d) Approved Minutes from Boards, Commissions and Committees**

Interim City Manager Hank Brummett informed every one of his declaration of Stage I Water Restrictions effective July 31st. Fire Chief Luis Valdez and Council Member Carmen Sanchez thanked all participants of the Emergency Shelter Exercise saying it was a huge success.

DISCUSSION AGENDA

Discussion and possible action authorizing the Interim City Manager to negotiate a contract with an engineering firm to provide services for the engineering and design of the 2015 well project. M&C #2015-08-04-11 (M. Moritz)

ACM/HR Director Crystal Caldera presented on behalf of Public Works Director Melinda Moritz. Staff requested that the City Council consider authorizing the City Manager to negotiate a contract with an engineering firm for the engineering and design of a water well, the lining of two existing wells, an interconnection with the San Antonio Water System, and all related equipment and materials. In June of 2015, the City Council authorized the City Manager to solicit Requests for Proposals (RFP's) for an engineering firm to provide services for the engineering and design of the well project. RFPs for engineering and design services were solicited, and seven (7) responses were received. A committee was formed to evaluate the responses and selected the highest scoring firms. The firms were interviewed on Thursday and Friday, July 30th and 31st. The Committee scored the finalists and presented their recommendation to the City Manager. After City Council approval, the City Manager will enter into negotiations with the selected firm. If an agreement cannot be reached, the City Manager would then enter into negotiations with the next scored firm, and so on until an agreement can be reached.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Jordan to authorize the City Manager to enter into negotiations with the selected firm (Southwest Engineering or runner up) and bring back a draft contract August 18, 2015 for City Council consideration. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action on a vote for the placement of a proposal to adopt the City's 2015 tax rate on the agenda of September 15, 2015, Council meeting at a rate of

\$0.561624/\$100 valuation, which is \$0.013883 lower than last year's tax rate of \$0.575507, 6.641451% higher than the effective tax rate of \$0.526647 and is equal to the rollback tax rate. M&C #2015-08-04-07 (V. Wallace)

Finance Director Vickie Wallace presented the item first by saying that at the time this agenda was posted the numbers in the caption were correct, but between the posting of the agenda and this meeting the State Comptroller's Office made changes which changed the numbers.

Finance Director Wallace proceeded to present the item proposing the adoption of a tax rate of \$0.561615 per \$100 of property valuation for the tax year 2015, which is \$0.013892 lower than last year's tax rate of \$0.575507. Finance Director Wallace explained that when a proposed tax rate exceeds the rollback tax rate or the effective tax rate, whichever is lower, Chapter 26 of the Texas Property Tax Code requires the City Council to vote to place a proposal to adopt the tax rate on the agenda of a future meeting as an action item. For the 2015 tax year, the proposed tax rate of \$0.561615 exceeds the effective tax rate of \$0.526647 by 6.641451% and is equal to the rollback tax rate.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan to place the proposal to adopt the City's 2015 tax rate on the agenda of September 15, 2015.

As required, Mayor Riley took a roll call vote to which the City Council replied: Council Member Alcocer - Aye; Council Member Sanchez - Aye; Council Member Jordan - Aye; Council Member Martinez - Aye; and Council Member Edwards - Absent.

The City Council voted four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action to call for two public hearings on the Proposed 2015 tax rate of \$0.561624 per \$100 valuation, which is \$0.013883 lower than last year's tax rate of \$0.575507, 6.641451% higher than the effective tax rate of \$0.526647 and is equal to the rollback tax rate. The first public hearing will be on Tuesday, September 1, 2015, at 7:00 p.m. at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238 and the second public hearing will be on Tuesday, September 8, 2015, at 7:00 p.m. at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238. M&C #2015-08-04-08 (V. Wallace)

A motion was made by Council Member Carmen Sanchez and seconded by Council Member Monica Alcocer to call for two public hearings with the first public hearing being held on Tuesday, September 1, 2015 and the second public hearing being held on Tuesday, September 8, 2015. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action on Leon Valley Economic Development Corporation (LVEDC) FY 2015 Budget Adjustment to add \$160,000 of Previously Unbudgeted LVEDC Funds from the LVEDC's Fund Balance to the Contractual Services Budget of the Current Fiscal Year Budget. M&C #2015-08-04-09 (Stephen Ynostrosa, LVEDC Board President)

Leon Valley Economic Development Corporation (LVEDC) Chairman Stephen Ynostrosa presented the item with a PowerPoint detailing the LVEDC Funds. The LVEDC seeks City Council approval to add \$127,136.00 of previously unbudgeted LVEDC funds from the LVEDC's fund balance to the Contractual Services budget of the FY 2015 budget.

A motion was made by Council Member Carmen Sanchez and seconded by Council Member David Jordan to approve the budget adjustment. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action on two (2) variance requests by Alpaben Gajena, owner of New Friends Learning Center, to maintain their existing sign and an existing fence that are located at 7500 Eckhert Road, Suite. 140. M&C #2015-08-04-10 (E. Carol)

Planning Manager Elizabeth Carol presented this item for consideration of a variance which would allow New Friends Learning Center (NFLC) to maintain their existing sign which is on an unpermitted six (6) foot privacy fence that is located in the front yard of their storefront and provides an enclosure for the children's play area at 7500 Eckhert Road, Suite 140. The fence and sign are 6'x138' which is an 828 square foot logo. Chapter 3.04 of the Leon Valley Code of Ordinances, regarding signs, does not include painted fences on its list of allowable signs. The largest single tenant sign allowed in the code is 375 feet, which was designed for locations abutting the highway. Section. 3.05 of the Leon Valley Code of Ordinances states that no fence shall hereafter be erected within the city unless the person erecting the fence obtains a permit for construction of the fence. Planning Manager Carol went on to say that on April 20, 1999, the Leon Valley City Council approved a variance allowing the previous applicant, Enrichment Academy, to install a four (4) foot fence in the front yard to accommodate an outdoor play area. NFLC opened August 2014. In October 2014, the City received a complaint from another childcare owner/operator in the area who requested that other facilities in Leon Valley have their existing sign's reviewed. A second request was received in January 2015, and a citation was issued to the NFLC. The applicant was cited in January and submitted a variance request for their sign which was considered at the February 8, 2015 City Council meeting. During the discussion it was noted that the applicant did not have an updated permit for their six (6) foot fence. Their existing fence permit allows for a four (4) foot fence in the front yard. City Council requested staff to resolve the issues of the sign and fence and bring them back for consideration.

April 22, 2015, Code Compliance followed up and issued a warning to the NFLC for the installation of a sign on an unpermitted six (6) foot privacy fence. The applicant was notified that their sign and fence were not in compliance, and they were given until April 30, 2015 to modify their sign, and fence, submit a sign and/or fence permit or request a variance to these requirements. On May 5, 2015 the applicant was formally cited by Code Compliance for the installation of a sign and fence that are not in compliance, and were installed without a permit. On May 21, 2015 the applicant submitted a variance request to the Leon Valley Code of Ordinances (LVCO) fence standards. The applicant has indicated that the six (6) foot tall fence was installed to protect the privacy and safety of their children. May 21, 2015, the applicant

met with the prosecutor who recommended that they proceed with the permitting process and advise the Court of any action. The Leon Valley Economic Development Corporation (LVEDC) Board has considered and approved the NFLC request for a grant to install a sign provided it is in conformance with the code.

A motion was made by Council Member Monica Alcocer for denial of the sign variance as requested but move for the approval of a fence variance not to exceed four feet (4') in height; and that the letters as well as verbal statements submitted by the applicant shall be entered into the minutes of this meeting as the factual basis of this Council's findings subject to a four foot (4') maximum height; and special circumstances or conditions exist affecting the land involved such that the strict application of the provisions of the City's fence regulations would deprive the applicant of reasonable use of this land; and the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and the granting of the variance will not be detrimental to the public health, safety, or welfare, or injurious to other property in the area. There being no second for the motion, the motion died.

A motion was made by Council Member Benny Martinez and seconded by Council Member Carmen Sanchez to deny the request for a sign variance but to grant a variance for a six foot (6') fence; and that the letters as well as verbal statements submitted by the applicant shall be entered into the minutes of this meeting as the factual basis of this Council's findings subject to a six foot (6') maximum height; and special circumstances or conditions exist affecting the land involved such that the strict application of the provisions of the City's fence regulations would deprive the applicant of reasonable use of this land; and the variance is necessary for the preservation and enjoyment of a substantial property right of the applicant; and the granting of the variance will not be detrimental to the public health, safety, or welfare, or injurious to other property in the area. Upon a vote of three (3) for and one (1) against with Council Member Monica Alcocer casting the negative vote; and with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Upcoming Important Events:

- a) **Texas Municipal League's Newly Elected City Officials Orientation – Round Rock, August 13th-14th**
- b) **Legislative Update – San Marcos, August 20th-21st**
- c) **Texas Municipal League's 103rd Annual Conference – San Antonio, September 22nd-25th**

Mayor Riley announced the upcoming events.

Citizens to be Heard.

- Mike K. Davis, 6002 Forest Shadow, spoke about the enforcement of the City Code of Ordinances and against the granting of the fence variance this evening.
- Vickie Jamvold, 7203 Poss Road, spoke about graffiti, the trimming of her hedges, accessibility by volunteers to the Library Annex, and lastly about her neighbor placing audio and video of her front and back yard.

Announcements by the Mayor and Council Members.

Council Member Monica Alcocer thanked everyone for attending the meeting tonight.

Council Member Benny Martinez wished his wife, Pat Martinez, a “Happy Birthday”.

Council Member David Jordan thanked the Fire Chief for all the emergency preparedness training that he and Assistant Chief Billy Lawson were doing.

Mayor Riley announced that City Council would begin interviewing for the position of city manager next week.

Adjournment

Mayor Riley announced the meeting adjourned at 8:55 p.m.

These minutes approved by the Leon Valley City Council on the 18th of August, 2015.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY



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

Leon Valley Fire Department Training Room
6300 El Verde Road, Leon Valley, Texas 78238
Wednesday, August 19, 2015

MINUTES

The City Council of the City of Leon Valley, Texas met on the 19th day of August, 2015 at the Leon Valley City Fire Department Training Room located at 6300 El Verde Road, Leon Valley, Texas for the purpose of the following business:

Call to order.

Mayor Riley called the Special City Council Meeting to order at 6:150 p.m.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Council Members Monica Alcocer, Carmen Sanchez, Benny Martinez and David Edwards. Council Member David Jordan was excused.

Also in attendance were: Interim City Manager Hank Brummett and ACM/HR Director Crystal Caldera.

The City Council shall meet in Executive Session under Texas Government Code §551.074 *Personnel Matters* to conduct interviews for the position of city manager.

The City Council went into Executive Session at 6:16 p.m.

Reconvene into Regular Session and take action on issues discussed in Executive Session if necessary.

The City Council reconvened into Open Session at 8:52 p.m.

Adjournment

Mayor Riley announced the meeting adjourned at 8:55 p.m.

These minutes approved by the Leon Valley City Council on the 1st of September, 2015.

APPROVED

**CHRIS RILEY
MAYOR**

ATTEST:

**SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY**

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C #2015-09-01-01**
TO: Mayor and City Council
FROM: Melinda Moritz, Director of Public Works
THROUGH: Henry Brummett, City Manager

SUBJECT: Consider Approval of a Resolution to change Section 1.09.010 City Park Commission Authorized, to Add Language to “(b) The commission shall consist of nine (9) members who are appointed by the city council for a term of two (2) years, conterminous with the mayor”, to include “and two (2) alternate members”; and to Amend Article 1 Park Ordinance, Revising Section 1.09.005 Additional Prohibited Uses and Activities Prohibited, to Add “(g) It shall be unlawful for any person to dump any trash or refuse of any type on any park or other City-owned property within the City limits.”

PURPOSE

The purpose of this M & C is to consider approval of two revisions to the Park Ordinance. The first is to allow two Alternate Commissioner positions. This will ensure a quorum is met for each meeting. The second is to add an illegal dumping provision, to stop persons from dumping trash in any of the City’s parks or on City-owned property.

BACKGROUND

The Park Commission is made up of nine members. At several meetings in the past year, several Commissioners failed to attend, due to work, illness, or vacation plans, and the meetings were not held. Having alternate members assure a quorum can be met for each meeting.

Secondly, the Park Commission would like to place recycling receptacles at the park. In researching this option, it was brought to the attention of staff that there was no provision in the ordinance to prevent illegal dumping in City parks or other City owned property. On numerous occasions, Public Works crews have had to pick up empty water bottles, food wrappers, and other garbage from the softball field, bleachers, and picnic areas, with trash barrels plainly in sight. This new provision would make it illegal to dump trash in any City park or on City-owned property.

FISCAL IMPACT

None.

RECOMMENDATION

1) Approve a Resolution changing Section 1.09.010 City Park Commission Authorized, to add language to “(b) The commission shall consist of nine (9) members and two (2) alternate members who are appointed by the city council for a term of two (2) years,

conterminous with the mayor,” and

2) Amend Article 1 Park Ordinance, revising Section 1.09.005 Additional prohibited uses and activities prohibited, to add “(g) It shall be unlawful for any person to dump any trash or refuse of any type on any park or other city-owned property within the city limits.”

S.E.E. IMPACT STATEMENT

Social Equity – Provides more volunteer opportunities for citizens and protects City assets from unwanted trash, creating a welcoming place for all citizens.

Economic Development – Consistent management and a clean and welcoming parks system encourages businesses and residents to want to live in our City.

Environmental Stewardship – The illegal dumping provision will further protect our stormwater system and Huebner Creek from manmade pollution.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

A RESOLUTION TO ADD TWO ALTERNATE PARK COMMISSION MEMBER POSITIONS TO THE PARK COMMISSION.

WHEREAS the City of Leon Valley created a Park Commission composed of nine citizens for the purpose of improving, enhancing, planning and providing recommendations to the City Council for the protection and maintenance of the City of Leon Valley Park system; and

WHEREAS, the Park Commission is currently made up of nine members, and a quorum for Park Commission meetings would be enhanced by the addition of two alternate members;

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

The composition of the City of Leon Valley Park Commission is revised to add two (2) Alternate Park Commission member positions.

PASSED, AND RESOLVED by the City Council of the City of Leon Valley this the 1st day of September, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

APPROVING AN AMENDMENT TO CHAPTER 1 GENERAL PROVISIONS, ARTICLE 1.09 PARKS AND RECREATION, SECTION 1.09.005 ADDITIONAL PROHIBITED USES AND ACTIVITIES PROHIBITED, TO ADD (g) IT SHALL BE UNLAWFUL FOR ANY PESON TO DUMP ANY TRASH OR REFUSE OF ANY TYPE ON ANY PARK OR OTHER CITY-OWNED PROPERTY WITHIN THE CITY LIMITS.

WHEREAS the City of Leon Valley is committed to providing its citizens with a superior and clean open Parks, Open Space and Recreation program; and

WHEREAS the City of Leon Valley has experienced the dumping of trash and debris in City parks and on other City-owned property which creates a nuisance for persons visiting the park system and other public areas, lowering the level of excellence in the appearance of our parks and public property;

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

1. That the City Council of the City of Leon Valley hereby approved an amendment to Chapter 1 General Provisions, Article 1.09 Park Resource Usage, Section 1.09.005 to add a Section 1.09.005 (g), to read "(g) It shall be unlawful for any person to dump any trash or refuse of any type on any park or other city-owned property within the city limits."
2. This ordinance shall become effective on and after its passage, approval, and publication, as prescribed by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 18th day of August, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____

PATRICK BERNAL
City Attorney

Consider Approval of Resolution and Amend Park Ordinance

City Council Meeting
September 1, 2015

Purpose

- To consider approval of a Resolution and an Amendment to the Park Ordinance
 - Add two alternate member positions, by Resolution
 - Prohibit dumping in parks and at other city-owned property, by amending Park Ordinance

Background

- The Park Commission is made of nine members, but no alternates
 - Several meetings over the summer were cancelled due to lack of quorum
 - Propose adding two alternate positions to assure meetings can take place
- Park ordinance doesn't prohibit dumping, nor does Health & Safety Code
 - Propose adding language to prohibit illegal dumping at parks and all other city property

Fiscal Impact

- Alternates - will need name plates and copies, which will add small amount to yearly budget
- Dumping at Parks - reduces time (labor costs) for Public Works Crew to clean parks

Recommendation

- Approve a Resolution and amend Park ordinance to:
 - add two alternate member positions, by Resolution
 - Prohibit illegal dumping at city parks and other city-owned properties, by Ordinance

S.E.E. Statement

- Social Equity – The addition of two alternate positions assures volunteer opportunities for all citizens
- Economic Development – Assuring city open spaces and properties are clean attracts residents and businesses to Leon Valley
- Environmental Stewardship – Prohibiting dumping helps keep our creeks and rivers clean

Consider Approval of Resolution and Amend Park Ordinance

City Council Meeting
September 1, 2015

ITEM 7

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C # 2015-09-01-02**
TO: Mayor and Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Hank Brummett, Interim City Manager
SUBJECT: Consideration and possible action of Resolution No. 15-027R appointing members to boards, commissions, and committees.

PURPOSE

This item was placed on the City Council agenda at the request of Mayor Chris Riley pursuant to Resolution No. 15-012R.

FISCAL IMPACT

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING MEMBERS TO THE LIBRARY BOARD OF TRUSTEES AND THE EARTHWISE LIVING COMMITTEE.

WHEREAS, The City of Leon Valley deemed it necessary to create boards, commissions and committees composed of volunteers from the community to perform specific functions for the City.

WHEREAS, these boards, commissions and committees are invaluable to the City Council for their expertise, insight, and dedication to the City of Leon Valley.

WHEREAS, the City Council of Leon Valley empowers these boards, commissions and committees to make decisions affecting the citizens and the future of the City.

WHEREAS, the individuals currently filling the boards, commissions and committees have performed admirably and honestly for the benefit of the City of Leon Valley and its citizens.

WHEREAS, the City Council formally appoints and sets the term for the following individuals to their respected board or commission:

**Library Board of Trustees – Peggy Proffitt
Earthwise Living Committee – Avelino Gomez**

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

That the appointment of the aforementioned individuals to their respected board, commission or committee and term for each individual become effective immediately.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 1st day of September, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

ITEM 8

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C # 2015-09-01-03**
TO: Mayor and Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Hank Brummett, Interim City Manager
SUBJECT: Discussion and presentation by Mike Delagarza on the details of the fall festival.

PURPOSE

This item was placed on the City Council agenda at the request of Council Member Monica Alcocer and Mayor Chris Riley pursuant to Resolution No. 15-012R.

FISCAL IMPACT

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ITEM 9

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C #2015-09-01-04**
TO: Mayor and City Council
FROM: Melinda Moritz, Public Works Director
THROUGH: H. B. Brummett, Interim City Manager
SUBJECT: Discussion and Possible Action Regarding the Wording of the New Dedication Plaque at City Hall

Purpose

The purpose of this M & C is to gain City Council approval of the proposed wording of the dedication plaque for City Hall.

The Municipal Facilities Bond Project is in its third and final phase, with the remodeling of City Hall. When the project is complete, a dedication plaque will be installed on the wall at the main entrance to the building. The wording on the plaque should be approved by City Council, as this plaque will be attached to the building until such time as the building is again remodeled or is no longer in use.

The plaque for the Fire Station included the names of the members of the City Council, Capital Improvements Planning Committee, Bond Oversight Committee, Architect, Builder, and City Staff who were instrumental in the funding, planning, design, approval, and construction of the project.

For City Hall, the date was changed to reflect 2016, and the names of the newest City Council members were added (see attached exhibit).

Fiscal Impact

None – the cost for the plaque is included in the construction contract with Bartlett Cocke.

S.E.E Statement

Social Equity – N/A

Environmental Stewardship – N/A

Economic Development – N/A.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley 2012 Bond Program - Leon Valley Municipal Facility

Dedicated January 2016

“Made Possible by the Citizens of the City of Leon Valley”

City Council

Chris Riley, Mayor

Council Members – 2011 to 2016

Irene Baldrige * Paul Biever * Jack Dean * Abraham Diaz * Kathy Hill *

Benny Martinez * Arthur “Art” Reyna * Ricardo Ruiz * Carmen Sanchez

David Edwards * Monica Alcocer * David Jordan

Capital Facilities Planning Committee - June 2011 to June 2012

Mike K. Davis, Jr. * Jack Dean * Pedro M. Esquivel

Kathy Hill * Robert “Bob” Tome * Al Uvietta * Olen Yarnell

Bond Oversight Committee

Pedro M. Esquivel, Chairman

John Cervantes * Mike K. Davis, Jr. * Jack Dean * Abraham Diaz * Christopher Gover

Kathy Hill * Robert “Bob” Tome * Al Uvietta * Olen Yarnell * Francisco Zavala

City Staff Members

Henry Brummett, Interim City Manager * Manuel Longoria Jr., City Manager

Randall Wallace, Police Chief * Luis Valdez, Fire Chief

Melinda Moritz, Public Works Director * Rhonda Hewitt, Purchasing Agent

Stan Irwin, Retired Fire Chief

Architect

O’Neill Conrad Oppelt Architects, Inc. * LPA, Inc.

General Contractor

Bartlett Cocke General Contractors

Consider Approval of Wording Dedication Plaque for City Hall

City Council Meeting
September 1, 2015

Purpose

- To consider approval of the revised wording of a dedication plaque for City Hall

Background

- Municipal Facilities Bond Project is in final phase of completion
 - Fire Station – completed January 2015
 - Police Department – completed June 2015
 - City Hall – estimated completion in January 2016
- When complete, a dedication plaque is to be installed at main entrance
- Wording on plaque should be approved by City Council, as plaque will be attached to building until such time as the building is again remodeled or is no longer in use

Background

- Plaque at Fire Station included the names of persons instrumental in funding, planning, design, approval, & construction of the project
 - City Council
 - Capital Improvements Planning Committee
 - Bond Oversight Committee
 - Architect
 - Builder
 - City Staff
- For proposed City Hall plaque, changes include:
 - Year 2016
 - City Manager
 - Names of new City Council members added

Proposed Dedication Plaque

City of Leon Valley 2012 Bond Program - Leon Valley Municipal Facility

Dedicated January 2016

"Made Possible by the Citizens of the City of Leon Valley"

City Council

Chris Riley, Mayor

Council Members – 2011 to 2016

Irene Baldrige * Paul Biever * Jack Dean * Abraham Diaz * Kathy Hill *

Benny Martinez * Arthur "Art" Reyna * Ricardo Ruiz * Carmen Sanchez

David Edwards * Monica Alcocer * David Jordan

Capital Facilities Planning Committee - June 2011 to June 2012

Mike K. Davis, Jr. * Jack Dean * Pedro M. Esquivel

Kathy Hill * Robert "Bob" Tome * Al Uvietta * Olen Yamell

Bond Oversight Committee

Pedro M. Esquivel, Chairman

John Cervantes * Mike K. Davis, Jr. * Jack Dean * Abraham Diaz * Christopher Gover

Kathy Hill * Robert "Bob" Tome * Al Uvietta * Olen Yamell * Francisco Zavala

City Staff Members

Henry Brummett, Interim City Manager * Manuel Longoria Jr., City Manager

Randall Wallace, Police Chief * Luis Valdez, Fire Chief

Melinda Moritz, Public Works Director * Rhonda Hewitt, Purchasing Agent

Stan Irwin, Retired Fire Chief

Architect

LPA, Inc. (formerly O'Neill Conrad Oppelt Architects, Inc.)

General Contractor

Bartlett Cocke General Contractors



Fiscal Impact

- None – cost included in budget

Recommendation

- Approve revised wording on City Hall dedication plaque

Consider Approval of Wording City Hall Dedication Plaque

City Council Meeting
September 1, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C # 2015-09-01-05**
TO: Mayor and Council
FROM: Melinda Moritz, Director of Public Works
THROUGH: Henry Brummett, Interim City Manager
SUBJECT: Discussion and possible action for the approval of a budget adjustment for the Municipal Facilities Bond Program to provide additional funds in the Contractor Contingency Fund.

PURPOSE

To consider approval of a budget adjustment to the Municipal Facilities Bond Program, for the purpose of providing additional funds in the contingency fund.

The Bond program was funded with a \$7 million bond. After the building plans were finalized, a contingency fund of \$123,190 was left for change orders. This amounts to 1.80% of the construction budget, whereas a customary contingency is 5% of construction.

The Bond program is in its third and final phase, with the remodeling of City administrative offices. Demolition of the interior of the building led to the discovery of mold in the old finance office, City Manager's office and the municipal court administrative office. The mold has been abated; however, the water damage necessitates reconstruction of the south wall of the building.

The building was built in the early 1970's and the stucco was improperly applied as there was no air/moisture barrier installed between the exterior wall and the sheathing. The Police Department carport, situated approximately 4-6" from the back wall of the building, caused rainwater to bounce off the carport and into the windows and expansion joints on the building. This caused the metal studs to rust and the sheathing and sheetrock to expand and crumble.

The estimated cost for rebuilding the back wall is \$33,041, with an additional \$5100 for the mold abatement. There may be additional charges, depending on what is found when the metal studs are exposed at the roof line.

The contingency fund has been used for necessary change orders to the new Fire Station and remodeled Police Department, leaving a balance of approximately \$30,000. There may be other unknown repairs to the roof, aside from the water damage.

FISCAL IMPACT

The Bond Oversight Committee met on August 27, 2015, and has recommended a budget adjustment in the amount of \$50,000 to provide for contingency.

STRATEGIC GOALS

The initiative is specifically listed in the 2014 – 2015 Strategic Goals, by continuing to improve the City’s Capital and Planning Projects.

RECOMMENDATION

Approve a budget adjustment in the amount of \$50,000, from the General Fund Reserve.

SEE LEON VALLEY

- Social Equity – Remodeled facilities allows access to all citizens
- Economic Development – Enhances the City’s professional image
- Environmental Stewardship – Remodeling removes old hazardous materials used in construction that may be harmful to the public health.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE APPROVING AMENDMENTS TO THE GENERAL, COMMUNITY CENTER, WATER AND SEWER, POLICE FORFEITURE, AND CIED FUNDS OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR FISCAL YEAR OF 201-2015.

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 2013-2014 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 1st day of September, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

Budget Adjustment Municipal Facilities Bond Program

City Council Meeting
September 1, 2015

Purpose

- Consider approval of a budget adjustment for the Municipal Facilities Bond Program
- To provide additional funds for contingency
- To pay for restoration of building due to mold remediation, water damage to the back wall of City Hall, and other unknown building conditions

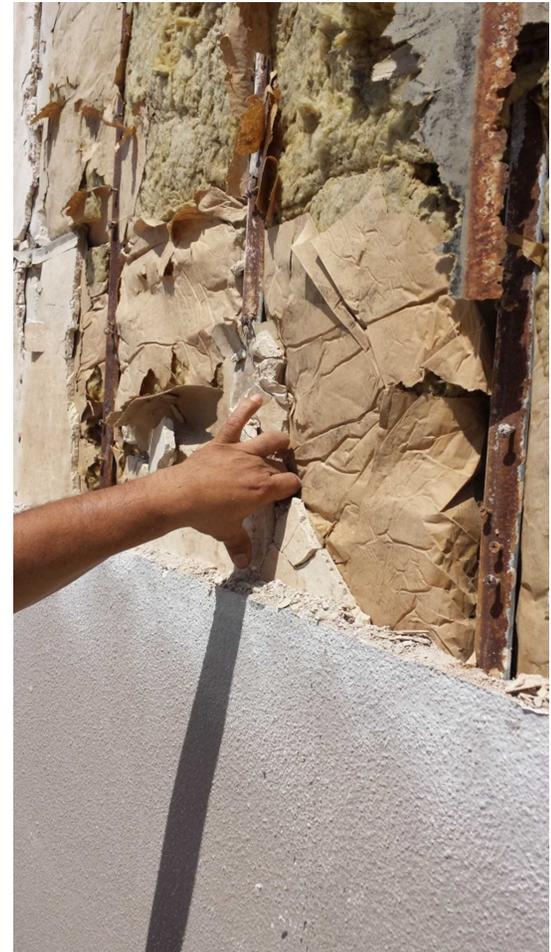
Background

- Bond project was funded with \$7 million
- Construction costs increased due to market conditions
- After building plans were completed, contractor was left with \$123,190 in contingency funds
 - Approx. 1.80% of total construction cost
 - Normal contingency is approx. 5%

Background

- The Municipal Bond Project is in its 3rd and final phase, with the remodeling of the administrative offices at City Hall
- Demolition of the interior of the building led to the discovery of mold in the old finance office, City Manager's office, and the former Court Administrative office
- The mold was abated, but the water damage necessitates removal and rebuild of portion of the exterior south wall

Damage



Damage



Background

- The back parking area of City Hall had a large carport for the Police vehicles
- Carport was set 4-6” from back wall of building
- The building (built in the early 1970’s) did not have an air/moisture barrier between the exterior wall and the sheathing, allowing rainwater bouncing off carport to enter the walls near the windows and at the expansions joints
 - caused the metal studs to rust, and the sheathing and sheetrock to expand and crumble

Fiscal Impact

- The estimated cost for rebuilding the back wall is \$33,041, with an additional \$5100 for mold abatement
- There may be additional charges, depending on what is found when the metal studs are exposed at the roof line
- Any funds left in the contingency will be used to fund alternates or be returned to the City

Background

- The contingency fund has been used for necessary change orders to the new Fire Station and the remodeled Police Station, leaving a balance of approximately \$30,000
 - Back wall of old fire station was also reconstructed for water damage
- There may be other unknown repairs or alterations needed as the project continues

Fiscal Impact

- Bond Oversight Committee met on August 27th
- Recommended increasing contingency fund to \$80,000
 - 5% of \$1,593,159.85 (remaining contract balance)
- Funds can be taken from the General Fund Reserve

Recommendation

- Recommend budget adjustment in the amount of \$50,000, from the General Fund Reserve
- Provides funds for unforeseen circumstances, not covered in contract
- Funds not used to be returned to the City at the end of the project

City Council Strategic Goals Statement

- Item 2 – Continue Work on Capital and Planning Projects

Budget Adjustment Municipal Facilities Bond Program

City Council Meeting
September 1, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C # 2015-09-01-06**

TO: Mayor and City Council

FROM: Melinda Moritz, Director of Public Works

THROUGH: H.B. Brummett, Interim City Manager

SUBJECT: Consider Authorizing the City Manager to Enter into a Contract with Southwest Engineers, for the Purpose of Performing Engineering, Design, and Construction Management Services for the 2015 Water Well Project, and to Consider Approval of the Use of the Funds Already Available in the Water Fund Capital Line Item for these Services.

PURPOSE

To consider authorizing the City Manager to enter into a contract with Southwest Engineers for the purpose of providing design, engineering, and construction management services for the 2015 Water Well project, and to approve the use of the funds already in the Water Fund Capital line item to pay for the services.

The City advertised Requests for Proposals from engineering firms for the 2015 Water Well Project. Seven responses were received and, of the seven, four firms were chosen for interviews. After the interviews, the scores were tallied and Southwest Engineers was chosen to be the project engineering firm.

The City Manager has negotiated with the firm and is recommending that the City Council authorize the signing of the contract. The funds to pay for these services can be taken from the Water Fund Capital line item, with monies budgeted for rehabilitating the above ground storage tank. The project was deferred to allow time to decide the best course of action, due to the poor condition of the wells.

FISCAL IMPACT

The cost for the services is \$223,500.

RECOMMENDATION

- 1) To authorize the City Manager to sign a contract with Southwest Engineers, to provide design, engineering, and construction management services for the 2015 Water Well project.
- 2) To approve the use of a portion of the \$462,000 already in the Water Fund capital line item

to fund the engineering services for this project.

S.E.E. LEON VALLEY

Social – A safe and continuous water supply affects all citizens.

Economic – Providing a safe and continuous water supply assures protection from fire for area residents and businesses. Having an adequate water supply is vital to new development.

Environmental – The use of water in our City is regulated and the citizens are continually educated, to assure water waste is kept to a minimum.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Consider Authorizing City Manager to Enter
Into Contract with Southwest Engineers
2015 Water Well Project

City Council Meeting
September 1, 2015

Purpose

- To consider authorizing the City Manager to enter into a contract with Southwest Engineers
- To provide design, engineering, and construction management services for the 2015 Water Well Project; and
- To consider approval of the use of funds already available in the Water Fund Capital line item to fund the services

Background

- The City advertised Requests for Proposals from engineering firms for the 2015 Water Well Project
 - 7 responses were received
 - 4 firms chosen for interview
 - Scores were tallied
- Southwest Engineers was chosen to be Project Engineer

Background

- City Manager has negotiated with firm and is recommending City Council authorize signing the contract
- Funds to pay for these services would come from Water Fund Capital line item
 - Above ground storage tank rehabilitation project deferred in lieu of well condition

Fiscal Impact

- The cost of the services \$223,500
- Funds remaining in line item \$462,904
 - Remaining balance \$239,404
- Funds for actual construction/rehab of wells and related equipment to be determined at later date

Recommendation

- Authorize the City Manager to enter into a contract with Southwest Engineers to provide design, engineering, and construction management services for the 2015 Water Well Project

Strategic Goals Statement

- Item 2 – Continue Work on Capital and Planning Projects

S.E.E. Statement

- Social Equity – A safe and continuous water supply benefits all citizens.
- Economic Development – Providing a safe and continuous water supply assures excellent fire protection for businesses, as well as residences.
- Environmental Stewardship – The use of water in Leon Valley is regulated and the citizens are continually educated on water conservation, to assure water waste is kept to a minimum.

Consider Authorizing the City Manager to Enter
into a Contract with Southwest Engineers
2015 Water Well Project

City Council Meeting
September 1, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C # 2015-09-01-07**
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Hank Brummett, City Manager
SUBJECT: Conduct a Public Hearing on the Proposed 2015 Tax Rate of \$0.561615/\$100 valuation which is \$0.013892 lower than last year's Tax Rate of \$0.575507 and exceeds the Effective Tax Rate of \$0.526647 by 6.641451%

PURPOSE

Last year the City of Leon Valley Property Tax Rate was \$0.575507. This year the City of Leon Valley is proposing a Property Tax Rate of \$0.561615 which is \$0.013892 lower than last year's tax rate.

The Property Tax Code, Chapter 26 requires a governing body to conduct two public hearings if the proposed tax rate exceeds the lower of the rollback tax rate or the effective tax rate, whichever is lower. The 2015 proposed Tax Rate of \$0.561615 exceeds the Effective Tax Rate of \$0.526647 by 6.641451%.

The 2015 Tax Rate is for the calendar year 2015 and is based on property values as of January 1, 2015. It funds the General Fund and Debt Service Fund budgets for FY 2016.

This is the first public hearing to consider that increase. The second public hearing will be held on September 8, 2015 at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238.

The vote on the Proposed Tax Rate will be on September 15, 2015, 7:00 p.m., at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238.

SEE LEON VALLEY

Social – A responsible municipal budget strives to allocate taxpayer dollars in an efficient and effective manner that represents all citizens equally. Public Hearings ensure the citizens of Leon Valley transparency in Government.

Economic – Utilizing taxpayer monies to maximize public safety, city administration and city programs/services allows the City to actively pursue Economic Development opportunities.

Environmental – The City's El Verde by 2020 initiative continues to be supported through careful allocation of budgetary dollars that promotes sustainability. Ad Valorem Taxes are the most stable source of revenue for the General Fund.

FISCAL IMPACT

Funds to publish the *Notice of Public Hearing* are included in the City's fiscal year 2015 budget.

STRATEGIC GOALS

N/A

RECOMMENDATION

Conduct the Public Hearing.

APPROVE: _____

DISAPPROVE: _____

APPROVE WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley
2015 Tax Rate
First Public Hearing
September 1, 2015

Overview

- The Property Tax Code, Chapter 26 requires a governing body to conduct two public hearings if the proposed tax rate exceeds the lower of the rollback or effective tax rate, whichever is lower
- The 2015 Proposed Tax Rate of \$0.561615 exceeds the Effective Tax Rate of \$0.526647 by 6.641451%
 - This is a decrease of \$0.013892 from the 2014 adopted Tax Rate of \$0.575507
 - The 2015 Tax Rate funds the General Fund and Debt Service Fund budgets for FY 2016

Tax Rate Allocation

	Tax Year		Difference
	2015	2014	
M&O	\$0.471173	\$0.476752	\$(0.005579)
I&S	\$0.090442	\$0.098755	\$(0.008313)
TOTAL	\$0.561615	\$0.575507	\$(0.013892)

Important Dates

- This is the first public hearing to consider that increase
- The second public hearing will be held at 7:00 p.m. on Tuesday, September 8, 2015 at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78235
- The vote on the Proposed Tax Rate will be held at 7:00 p.m. on Tuesday, September 15, 2015 at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238

City of Leon Valley
2015 Tax Rate
First Public Hearing
September 1, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C # 2015-09-01-08**

FROM: Hank Brummett, City Manager

TO: Mayor and Council

SUBJECT: Discussion and direction to staff on unresolved issues for the FY 2016 Proposed Budget

PURPOSE

During the August 18, 2015 City Council meeting, the City Manager presented a PowerPoint on the proposed FY 2016 Budget. There were some unresolved issues that staff needs direction on from City Council in order to finalize the Budget for the Public Hearing on September 15, 2015.

SEE LEON VALLEY

Social - The budget serves as the foundation of the City’s financial planning and control. It addresses the goals of the City, establishes priorities, determines the level of funding commitment, and serves as a day-to-day operations guide. The City establishes a budget for twelve separate funds. Activities of the General Fund, Water and Sewer (Enterprise) Fund, Grant Fund, Crime Control and Prevention District, Building Security Fund, Child Safety Fund, Municipal Court Technology Fund, Debt Service Fund, Community Center Fund, Street Maintenance Fund, Capital Projects Fund and Police Forfeiture are included in the annual budget.

Economic - Utilizing taxpayer monies to maximize public safety, City administration and City programs/services allows the City to actively pursue Economic Development opportunities.

Environmental -The City’s El Verde by 2020 initiative continues to be supported through careful allocation of budgetary dollars that promotes sustainability.

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

UPDATE

Group Benefits

Regular City Council Meeting
September 1, 2015



Summary Medical as of 8/16/2015

- At the August 16, 2015 City Council Meeting, City Council reviewed three options for the Employee FY 2016 City Medical Coverage Benefits. As illustrated below:

	Monthly Current Plan	Monthly Plan one	Monthly Difference	Percent Increase	Monthly Plan Two	Monthly Difference	Percent Increase	Monthly Plan Three	Monthly Difference	Percent Increase
Employee Only	526.27	681.56	155.29	29.51%	554.54	28.27	5.37%	599.95	73.68	14.00%
Spouse	430.95	558.05	127.10	29.49%	768.60	337.65	78.35%	580.75	149.80	34.76%
Child	218.90	283.46	64.56	29.49%	603.90	385.00	175.88%	455.96	237.06	108.30%
Family	875.72	1,134.04	258.32	29.50%	1,312.60	436.88	49.89%	1,199.90	324.18	37.02%



UPDATE

- On Friday August 21, 2015 the City received a new quote from AETNA.
- As always the City continues to negotiate to the very last day as possible and this year it paid off.
- An alternate plan has been added for your consideration Option # 4



New Medical Renewal Option # 4

Product Type	Current HUMANA Plan	PROPOSED AETNA Alternate	Premium Difference
Life Time Max	Unlimited	Unlimited	
CYD	\$2,500	\$2,000	
CY Coinsurance	\$6,250	\$4,000	
Other Med	80% after ded	80% after ded	
Preventative	100%	100%	
Office Copays	\$30PCP/\$45 Spec	\$35PCP/\$50 Spec	
ER	\$200	\$150	
Urgent Care	\$100	\$75	
Prescript	\$15/\$30/\$50	\$15/\$35/\$50	
Premium			
EE Only	\$526.30	\$585.30	\$59.00
EE & Spouse	\$957.22	\$1,065.26	\$108.04
EE & Child	\$745.17	\$831.14	\$85.97
EE & Family	\$1,401.99	\$1,556.92	\$154.93



Updated Option # 4 with AETNA

Humana - BASE	Monthly Premium cost FY 15	Monthly Premium cost FY 16	Monthly EE Premium cost FY 15	Monthly EE Premium cost FY 16	Monthly Price Difference
Employee Only	\$526.27	\$585.30	\$0.00	\$0.00	\$0.00
Employee + Child	\$745.17	\$831.14	\$218.90	\$245.84	\$26.94
Employee + Spouse	\$957.22	\$1,065.26	\$430.95	\$479.96	\$49.01
Employee + Family	\$1,401.99	\$1,556.92	\$875.72	\$971.62	\$95.90

Option #4 Comparison of Dependent Care Coverage

	Monthly Premium cost FY 15	Monthly Premium cost FY 16	Monthly EE Premium cost FY 15	Monthly EE Premium cost FY 16	Monthly Price Difference
Humana - BASE					
Employee Only	\$526.27	\$585.30	\$0.00	\$0.00	\$0.00
Employee + Child	\$745.17	\$831.14	\$218.90	\$245.84	\$26.94
Employee + Spouse	\$957.22	\$1,065.26	\$430.95	\$479.96	\$49.01
Employee + Family	\$1,401.99	\$1,556.92	\$875.72	\$971.62	\$95.90

	FY 15 Annual Cost	FY 16 Annual Cost	Annual Cost Difference
Humana - BASE			
Employee Only	\$0.00	\$0.00	\$0.00
Employee + Child	\$2,626.80	\$2,950.08	\$323.28
Employee + Spouse	\$5,171.40	\$5,759.52	\$588.12
Employee + Family	\$10,508.64	\$11,659.44	\$1,150.80



Summary Medical as of 09/01/2015

	Monthly	Monthly	Monthly	Percent	Monthly	Monthly	Percent	Monthly	Monthly	Percent	Monthly	Monthly	Percent
	Current Plan	Plan one	Difference	Increase	Plan Two	Difference	Increase	Plan Three	Difference	Increase	Plan Four	Difference	Increase
Employee Only	526.27	681.56	155.29	29.51%	554.54	28.27	5.37%	599.95	73.68	14.00%	585.30	59.03	11%
Spouse	430.95	558.05	127.10	29.49%	768.60	337.65	78.35%	580.75	149.80	34.76%	479.96	49.01	11%
Child	218.90	283.46	64.56	29.49%	603.90	385.00	175.88%	455.96	237.06	108.30%	245.84	26.94	12%
Family	875.72	1,134.04	258.32	29.50%	1,312.60	436.88	49.89%	1,199.90	324.18	37.02%	971.62	95.90	11%



Dental

Product Type	Base Plan METLIFE	Renewal Base Plan METLIFE	Premium Difference
CYD	\$50	\$50	
Major-Crowns Implants	50%	50%	
Basic- ER Exam, Root Canal	80%	80%	
Preventative	100%	100%	
Premium			
EE Only	\$19.27	\$21.68	\$2.41
EE & Spouse	\$43.18	\$48.58	\$5.40
EE & Child	\$47.97	\$53.97	\$6.00
EE & Family	\$66.45	\$74.76	\$8.31



Comparison of Dependent Care Coverage

BASE	Monthly FY 15	Monthly FY 16	FY 15 Cost to Employee Monthly	FY 16 Cost to Employee Monthly	Monthly Price Difference
Employee Only	\$19.27	21.68	\$0.00	\$0.00	\$0.00
Employee + Child	\$47.97	53.97	\$28.70	\$32.29	\$3.59
Employee + Spouse	\$43.18	48.58	\$23.91	\$26.90	\$2.99
Employee + Family	\$66.45	74.76	\$47.18	\$53.08	\$5.90



Life

- MetLife had no change, cost per employee \$2.22

Recommendations

- Staff recommends awarding the contract to AETNA Option 4 for medical and MetLife for dental & life insurance.



UPDATE

Group Benefits

Regular City Council Meeting
September 1, 2015



FY 2016 Proposed Budget Unresolved Issues

September 1, 2015

Unresolved Issues

- Health Insurance
 - If you select the recommended Health Plan
 - \$32,495 savings for the General Fund
 - Increase the Revenue over Operating Expenditures to \$98,934
- COLA
 - A 1.5% COLA would offset the additional cost to the employee for dependent coverage
 - \$73,330 is the General Fund cost for a 1.5% COLA
 - With the Health Insurance savings and awarding a 1.5% COLA
 - There would be an unallocated balance in the General Fund of \$25,604
 - Could be placed in a Quality of Life line item
 - Communication Department

Unresolved Issues

Continued

- **CIED Fund**
 - Do we move the estimated \$599,000 CIED fund balance to the General Fund?
 - And of the \$599,000 do we add \$300,000 to the General Fund Committed Fund Balance (Emergency Reserve)
- **October 2016 Fall Festival**
 - Do you want to fund a Fall Festival in FY 2017?
 - Would need to budget for the event coordinator in FY 2016
 - Could be funded from the Quality of Life line item, If allocated by Council
 - Contract will need to be negotiated

FY 2016 Proposed Budget Unresolved Issues

September 1, 2015

MAYOR AND COUNCIL COMMUNICATION

M&C#: #2015-09-01-09

DATE: September 1, 2015

TO: Mayor and City Council

FROM: Luis Valdez, Fire Chief

THROUGH: Henry Brummett, Interim City Manager

SUBJECT: Discussion and possible action of the approval of a budget adjustment and related ordinance for funds received in the amount of \$38,218 from the Ambulance Supplemental Payment Program (ASPP) for a new brush truck.

PURPOSE

The Fire Department was approved to participate in a federal program that assists in the reimbursement of funds expended in providing medical services to uninsured and under-insured patients to government medical providers. We anticipate that for FY 2015 we will receive \$63,218 from this program. Of the \$63,218, \$25,000 was budgeted as EMS revenue in the FY 2015 budget leaving an unallocated balance of \$38,218.

The Fire Department is requesting that the unallocated balance of \$38,218 be used to purchase and equip a pickup truck that will replace the department's 1976 Chevrolet brush truck. Therefore a budget adjustment in the amount of \$38,218 is needed.

FISCAL IMPACT

General Fund/Fire Department: +38,218

SEE VISION IMPACT

Social Equity – The new brush truck will work to enhance the life safety of the public.

Economic Development – Use of this funding conserves City funds for other uses.

Environmental Stewardship – A new brush truck improves responsiveness and capability to protect the green spaces in the city limits.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, APPROVING AMENDMENTS TO THE ORIGINAL BUDGET OF THE CITY OF LEON VALLEY, TEXAS, FOR THE FISCAL YEAR OF 2015.

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

1. The attached and incorporated Mayor and Council Communication #2015-09-01-09, as approved on September 1, 2015 contains an amendment to the original Budget for the City of Leon Valley, Texas, for the Fiscal Year 2015 as approved by the Leon Valley City Council on September 1, 2015 under Ordinance No. 15-017. A true copy of said documents are on file in the office of the Secretary and made a part hereof by reference, are hereby amended and approved and are ordered filed in the office of the City Secretary.

GENERAL FUND / FIRE DEPARTMENT / EMS

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 1st day of September, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

PATRICK BERNAL
City Attorney

**Leon Valley Fire Department (LVFD)
Budget Adjustment
EMS & Brush Truck**

City of Leon Valley
City Council Meeting
September 1, 2015

Explanation of Ambulance Supplemental Payment Program (ASPP)

- Governmental ambulance providers are eligible to receive a supplemental payment if allowable costs exceed fee-for-service revenues received during a given period
- Approved ambulance providers that meet-required enrollment criteria may receive supplemental payments up to reconciled costs with submission of annual financial report

Explanation of Ambulance Supplemental Payment Program (ASPP)

- LVFD began applying for the program in March 2014
 - became one of 30 fire departments approved in Texas
 - LVFD approved to participate in 4 months of 2014, all of 2015, & all of 2016
- Not a grant - reimbursement of funds spent to provide medical services to under-insured or uninsured patients
- Reimbursement not expense specific

Explanation of Ambulance Supplemental Payment Program (ASPP)

- Asking for lead time in anticipation due to fiscal year timing and truck availability
- Anticipated recovery for \$63,218, for 4 months of 2014
- Receive funds beginning September 10th, 2015
- \$25,000 was budgeted as EMS revenue FY15 to support EMS services
- Remaining balance of \$38,218, requested to purchase new pickup truck and equipment to build brush truck

Explanation of Ambulance Supplemental Payment Program (ASPP)

2.39	Period of Service for Applicable Cost Report Period	From: XX/XX/XX to: XX/XX/XX	
	Total Allowable Costs for Period of Service (Total Costs Less Other Non-Medicaid Federal Funds Reductions (item 2.35 less item 2.38))	\$	781,932
2.40	Divided by Total Billed Charges for Period of Service (provided by Govt. Agency)		117,174
2.41	Equals Cost to Charge Ratio (CCR) (Ratio is based on lesser of cost or billed charges)		667.32%
2.42	Total Billed Charges Associated with Medicaid Paid Claims, Medicaid Managed Care Claims and Uninsured (Uncompensated Care) Cost Claims		117,174
2.43	Multiplied by Total Billed Charges Equals Total Computable (Medicaid-Allowable and Uninsured/Uncompensated Costs for Ambulance Services)		781,932
2.44	Total Medicaid Allowable Billed Charges (equals the lesser of 2.42 or 2.43 if 2.41 > 100%)		117,174
2.45	Less Medicaid Payments, Medicaid Managed Care payments and Uninsured (Uncompensated Care) Fees Collected for Period of Service	\$	(9,458)
2.46	Equals Settlement Amount		107,716
2.47	Multiplied by FMAP for appropriate fiscal year		58.69%
2.48	Equals Amount due to Provider		63,218

Current brush truck

- Current LVFD brush truck - 1976 Chevrolet pickup
- The city has over 240 acres of undeveloped land
- Responded to 17 emergency calls 2014 in vacant areas



Option -Texas A&M Grant Truck

- LVFD will be positioned to receive the next brush truck through grant if available
- Brush truck would remain State property & subject to deployment to fight large brush fires during peak seasonal threat
- This would leave the LVFD without a brush truck
- LVFD would be required to staff, provide equipment, & maintain this vehicle

Option – Purchase New truck and staff build

- Local vendor has heavily discounted truck which meets need
 - 2015 Chevrolet 2500HD, 4x4, 6 Liter, 8 cylinder work truck
 - Modern safety features, and improved performance
- Existing tank & pump to be installed by staff
 - Add tires, brush guard, lighting, siren, and HD springs
- No State obligation – City’s Brush Truck

Option - New truck and staff build



Option – New truck and staff build

• Base price quote is	\$34,420
Heavy Duty Springs	\$625
Brush Guard	\$650
Spot Lights	\$523
Tires	\$1000
Graphics	\$1000
Labor	\$0
• Total	\$38,218

Recommendation

- Recommend budget adjustment in the amount of \$38,218 to purchase a pickup truck and equipment to build a new brush truck

SEE Vision Statement

Social Equity – The new brush truck will work to enhance the life safety of the public.

Economic Development – Use of this funding conserves City funds for other uses.

Environmental Stewardship – A new brush truck improves responsiveness and capability to protect the green spaces in the city limits.

Leon Valley Fire Department (LVFD) Budget Adjustment EMS & Brush Truck

City of Leon Valley
City Council Meeting
September 1, 2015

ITEM 15

MAYOR AND COUNCIL COMMUNICATION

DATE: September 1, 2015 **M&C # 2015-09-01-10**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Hank Brummett, Interim City Manager

SUBJECT: Discussion and possible action regarding a letter from the City of Leon Valley to the AAMPO on the possibility of realignment of the original hike and bike trail design submitted in 2015.

PURPOSE

This item was placed on the City Council agenda at the request of Mayor Chris Riley pursuant to Resolution No. 15-012R.

FISCAL IMPACT

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



Summary of Activity

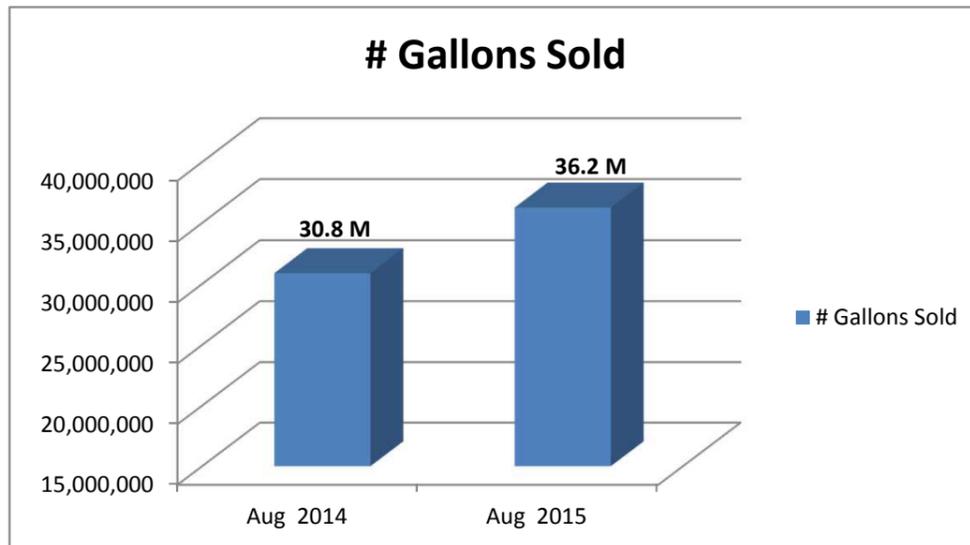
- Total of 16 Service Requests Received
- Met with Southwest Engineers to finalize an engineering contract for the Municipal Water Well Project
- Completed the Canterfield drainage de-silting project
- Evers Rd. asphalt and bus pads are completed. Construction of ADA compliant curb ramps and Pedestrian Crossing phase is next
- Construction crew replaced sidewalks on Forest Mont, Peach Tree, Huebner Rd., Bandera Rd., Timberhill, Evening Sun, and Linkmeadow
- Provided support for the Municipal Bond Program in assisting with Dispatch move in
- Preventative maintenance was performed on City vehicles and equipment
- Met with SARA and COSA to request mandatory detention be required upstream from Leon Valley
- Re-worked the softball infield to include new sand and leveling
- Mowed ROW throughout City, including drainage areas
- Sprayed City Sectors for mosquito control
- Worked with SIA Engineering to complete the bid document for the Aquarium Detention Project
- Performed a sewer main repair along Bandera Rd.

July 2014 July 2015

Water Utility Sales	August	FY
# of Gallons Sold	36,265,305	
Water Revenue	\$89,606.12	\$724,369.14
Wastewater Revenue	\$98,416.00	\$1,087,775.01
Stormwater Revenue	\$23,601.90	\$259,402.53

	Aug 2014	Aug 2015
# Gallons Sold	30,880,160	36,265,305
% Water Loss	4.52%	0.80%

Comparison



**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
JUNE 9, 2015 MEETING MINUTES**

The Park Commission of the City of Leon Valley, Texas met on the 9th day of June, 2015 at 7:00 p.m. at the Leon Valley Conference Center, at 6421 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

LEON VALLEY PARK COMMISSION MEETING, 7:00 P.M.

1. Call the Meeting to Order and Determine a Quorum is Present.

Chairman Bert Thomas called the Park Commission Meeting to order at 7:00 p.m., with the following Park Commissioners in attendance: Commissioners Roger Christensen, Benay Cacciatore, Dorothy Humphrey, Carolyn Gabriel, and Jackie Walton. Absent and excused was Commissioner Linda Tarin. Commissioners John Stanley and Monica Alcocer resigned from the Commission, although Monica Alcocer was present in the audience. Also present was City Staff member Melinda Moritz.

2. Review and Approval of the May 16, 2015 Regular Park Commission Meeting Minutes.

Commissioner Christensen made a motion to approve the minutes from the May 16, 2015 Regular Park Commission meeting. The motion was seconded by Commissioner Humphrey. The minutes were approved unanimously.

3. Citizens to be Heard

None

4. Discussion Regarding Tree Advisory Board Joint Meeting

Chairman Thomas noted that the group had a nice tour of the park and suggested that in the future, the two committees have a liaison on each side, instead of having the two meet as a whole.

Commissioner Christensen stated that any plan to plant and irrigate trees would need to be comprehensive and coordinated, so as to prevent the planting of trees only to have them die from lack of water. He further stated that he had not seen a map of the areas in the City that had reported Oak Wilt, and that this was needed to assure the disease would not be spread.

Chairman Thomas stated that he noticed some of the trees in the park looked bad, but it might not be caused by Oak Wilt. He noted that several trees needed to be trimmed up.

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
JUNE 9, 2015 MEETING MINUTES**

Commissioner Humphrey asked if Public Works would be trimming the dead limbs and was told they would eventually. She suggested that each Park Commission member spend an hour per week cutting the dead limbs.

Commissioner Christensen asked if the City ever hired a tree service company and was told that they did, but only on occasion. Mr. Christensen then explained that the Community Garden area needed more attention, specifically more gravel or mulch at the entrance by the ball diamond and more delineation of the two wildflower areas. He stated that he would make an appointment at a later date to discuss other items of need.

5. Reports: Activities that Impact the Park or Access to the Park

a. Raymond Rimkus Park

Chairman Thomas asked that the Community Development Director give a list of planned activities in the Park to the Commission. Ms. Moritz stated she would ask. Commissioner Christensen asked that a copy of the City's Drought Management Plan also be given to the Commission and that an update on the Evers Road project be prepared for the next meeting.

b. Silo Park

Chairman Thomas stated that the Silo Park area needed to be placed in the Park Master Plan. Staff member Moritz stated that the Silo Park would not be started in this fiscal year, as there were plans in the works for a new well, and that this site may be the best site for a new well. She explained that an RFP for engineering services for the drilling of a new well was in the process of being developed and she would know more at the next meeting. She stated that after the well was drilled, the area could still be used as a park.

c. Hike & Bike Trail

Staff member Moritz gave an update on the Hike and Bike Trail, stating that the City Council had voted to delay the project until such time as the County had completed their LC-17 flood control project at the lower end of the creek. She further stated that the Council would be formally rejecting the bids for the trail at their next meeting.

PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
JUNE 9, 2015 MEETING MINUTES

6. **Commissioner's and Staff's comments:**

Commissioner Gabriel asked if the July Park Commission meeting could be cancelled as many people had vacation plans in that month. Chairman Thomas stated that he felt the monthly meetings were important and that a meeting should be held.

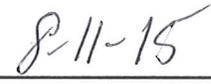
Commissioner Humphrey stated that she had attended a City Council meeting and that on her way home from the meeting, she noticed people still in the park after dark, and indicated her continuing frustration with this situation.

7. **Adjourn.**

Commissioner Gabriel made a motion to adjourn the meeting. The motion was seconded by Commissioner Walton and the meeting adjourned at 8:04 pm.



Interim Chairman Roger Christensen



Date



**MINUTES OF THE SPECIAL JOINT MEETING OF
THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION, CITY COUNCIL AND
THE LEON VALLEY AREA CHAMBER OF COMMERCE**

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, May 5, 2015

I. Call to Order and Determine if Quorum is Present

Since the LVEDC did not have a quorum present, it was announced that the session would be an informational meeting.

Present for the LVEDC were Board President Stephen Ynostrosa, Board Member Georgia Zannaras and Board Member Rudy Garcia.

Present for the City Council were Mayor Chris Riley and Council Members Ricardo Ruiz, Carmen Sanchez, Abraham Diaz, Benny Martinez and Paul Biever.

Present for the Leon Valley Area Chamber of Commerce were Gail Tribble, Pat Strandberg and Joe Maldonado.

City Staff present were City Manager Manuel Longoria, Jr., City Attorney Clarissa Rodriguez, ACM/Human Resources Director Crystal Caldera, City Secretary Sandra Passailaigue and Economic Development Director Claudia Mora.

II. Discussion on economic initiatives in the area

Items discussed were LVEDC economic initiatives, incentive programs, upcoming events and meetings. The LVACC shared their calendar of events.

Discussion began at 6:12 p.m.

III. Adjournment

Discussion ended at 6:45 p.m.

A blue ink signature of Stephen Ynostrosa, written in a cursive style.

Stephen Ynostrosa
Board President

A blue ink signature of David Gannon, written in a cursive style.

David Gannon
Board Secretary



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
Friday, May 8, 2015**

I. Call to Order and Determine If Quorum is Present

Board President Stephen Ynostrosa called the meeting to order at 3:12 p.m. Board Vice President Claude Guerra, Board Treasurer Mike McCarley, Board Secretary Dave Gannon, Board Member Rudy Garcia, Board Member Georgia Zannaras and Board Member Joe Sanchez were present, constituting a quorum. Also in attendance were Staff Liaison Claudia Mora, acting as recording secretary. Board Attorney, Steven Pena, was not in attendance, as he had indicated a scheduling conflict.

II. Closed Session in Accordance with the Texas Government Code

The City of Leon Valley Economic Development Corporation Board will Convene in Closed Session:

- A. Pursuant to Tex. Gov't Code Ann. § 551.071 (1),(2) consultation with attorney regarding *Larry Little v. Leon Valley EDC*;
- B. The City of Leon Valley Economic Development Corporation Board will Reconvene into Open Session and may take action on the Closed Session Items.

The LVEDC Board convened in closed session at 3:13 p.m. The Board reconvened into open session at 3:57 p.m. No action was taken in closed session.

III. Budget Work Session on Professional and Contractual Services

Staff presented information regarding the FY 2014-2015 budget and current spending regarding legal fees, consultant fees, advertising, memberships and project funding.

For the FY 2015-2016 budget, staff informed the board that the proposed budget would be presented at the next meeting.

IV. Presentation, Discussion and Possible Action on the Façade and Signage Program

Staff reported that the postcards for the next round of the Façade and Signage Program were scheduled to be mailed in the next two weeks. The LVEDC Board had no objection to sending out the postcards and accepting applications for the program.

V. Adjournment

Board Secretary Gannon moved to adjourn the meeting. Board Member Garcia seconded the motion. The motion carried by voice vote. The meeting was adjourned at 5:00 p.m.

A blue ink signature of Stephen Ynostrosa, written in a cursive style, positioned above a horizontal line.

Stephen Ynostrosa
Board President

A blue ink signature of David Gannon, written in a cursive style, positioned above a horizontal line.

David Gannon
Board Secretary



6400 El Verde Road, Leon Valley, TX 78238

**MINUTES OF THE MEETING OF THE
LEON VALLEY TREE ADVISORY BOARD**

Meeting of the Leon Valley Tree Advisory Board (TAB) at 6:00 PM, on Tuesday, June 9, 2015, in the Leon Valley Fire Department Training Room, at 6400 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance and Determination of a Quorum.

- Staff Liaison: Elizabeth Carol (Present)
- TAB Forester: Mark Kroeze, Alamo Region Urban Forester (Absent)
- Members Present: Thomas Benavides, Denise Berger, Irene Baldrige, and Mary Key
- Members Absent: Melinda Dawson, Diana Sarfin, Rich Sarfin
- Bexar County Flood Control: Elaiza Alvarez, P.E. (assigned to LC-17 project)
- J&L Consulting: Laurie Hawkins (Certified Arborist) (assigned to LC-17 project)
- Guests: LV Mayor Chris Riley and Interim LV City Manager Hank Brummett

II. Approval of Minutes - May 21, 2015.

- Minutes were approved as written.

III. Commission tour of LC-17, discussion and possible action on identifying repurposing trees.

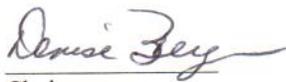
- Elizabeth provided copies of the Bexar County Tree Preservation Plan which indicates the trees that will be removed as well as the trees that will remain.
 - Ms. Alvarez and Ms. Hawkins have a working copy of the plan that all includes a listing of specifics for all trees in the LC-17 area that includes species, trunk size, and number assigned by the county.
- Discussions were as follows:
 - City will be able to save the large heritage live oak. It will cost 24K for the county to re-engineer the site.
 - County will transport trees to be repurposed to a designated site or business identified by the city.
 - Options for repurposing the trees include dimensional, bench kits (slats), and plaques for awards/appreciation (diagonal cut).
 - Elizabeth will contact Public Works to see if someone can be assigned as a "Lead" to head-up the building of the benches and/or repair of the existing benches.
 - Milling company options:
 - Green Wood Milling Co.; will discount labor in exchange for surplus trees.
 - Rustic Creations; makes rough outdoor furniture.
 - Elizabeth will research further and list options to be presented to city council.
- Tour of LC-17 area.
 - A total of 18 trees (13 pecan, 2 live oak, and 3 red oak) to possibly be repurposed were identified and tagged.
 - Ms. Hawkins will check out the area not toured to see if there are any more suitable trees to be repurposed at a later date.

IV. Executive Session in Accordance with the Texas Local Government Code.

- Not required.

V. Adjourn

- Meeting adjourned at 8:15 PM.
- Next meeting of the TAB is tentatively scheduled for Thursday, July 16, 2015, at 6:00 PM, at the Leon Valley Conference Center.


Chairperson



MINUTES OF THE MEETING OF THE LEON VALLEY TREE ADVISORY BOARD

Meeting of the Leon Valley Tree Advisory Board (TAB) at 6:00 PM, on Thursday, July 23, 2015, in the Leon Valley Fire Department Training Room, at 6400 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance and Determination of a Quorum.

- Staff Liaison: Elizabeth Carol (Present)
- TAB Forester: Mark Kroeze, Alamo Region Urban Forester (Absent)
- Members Present: Thomas Benavides, Denise Berger, Melinda Dawson, Mary Key, and Rich Sarfin
- Members Absent: Irene Baldrige and Diana Sarfin
- Guests: LV Fire Chief Luis Valdez and LV Citizen Matthew Hodde

II. Approval of Minutes - June 9, 2015.

- Minutes were approved with one correction to Item III, Bullet 3, Sub-bullet 1. Original verbiage with correction is as follows (the word "possibly" was added): "A total of 18 trees (13 pecan, 2 live oak, and 3 red oak) to possibly be repurposed were identified and tagged".

III. Discussion of options to save the Live Oak Trees at 5813 and 5901 El Verde Rd.

- Matthew Hodde is a LV citizen and lives at 5813 El Verde Rd, Leon Valley, TX. His parents live next door at 5901 El Verde Rd. He contacted the TAB on July 11, 2015, in an effort to save several live oak trees scheduled to be removed by Bexar County's LC-17 project. There is an oak with a 38" diameter and a cluster of 8 oaks with an average diameter of 8" behind his home and his parent's home respectively. Additionally, he provided the following information:
 - He has already contacted LC-17 Project Engineers Bobby Mengden and Elaiza Alvarez as well as Bexar County Commissioner Paul Elizondo to present his case.
 - Trees are located near the beginning (one house away) of a drainage easement that separates their property and that of the Grissom Rd. commercial property owners. The easement is not part of the main channel of Huebner Creek.
 - This drainage easement does not have flooding issues and works well as constructed.
- TAB input is as follows:
 - Ms. Carol had already contacted Mr. Mengden who responded (July 23, 2015 10:43AM) from an engineering perspective. A copy of the e-mail was provided to Mr. Hodde.
 - Engineering plans already in place may not leave any options to save these trees.
 - Ms. Carol will contact Laurie Hawkins (Certified Arborist, consultant on LC-17 Project) to request a professional assessment on subject trees. This assessment may provide a possible work-around to save the tree(s).

IV. Discussion on types of Tree Damage requiring an emergency response.

- Chief Valdez provided information on how the fire department manages damaged trees and inquired on whether or not the TAB would like to be informed of their findings.
 - Damaged tree limbs that fall from trees on public property are moved off the roadway and reported to Public Works for removal. If the tree limbs fall from private property, they will help the business/homeowner by moving the limb onto their property.
 - There is no city code that covers dead tree removal.
 - Leon Valley is the only Firewise community in Bexar County. Depending on the insurance carrier, those living adjacent to the park/natural areas may benefit from lower homeowner insurance rates.
- TAB input is as follows:
 - TAB would like to be informed of storm damaged trees, especially oaks that are susceptible to oak wilt.
 - Tree outreach/education on removal of dead trees which pose fire and storm damage hazards could be beneficial to homeowners.

V. Commission follow-up discussion on the June 9th tour of LC-17.

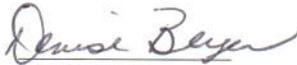
- The list of the trees identified and tagged for possible repurposing on June 9 was sent to several milling companies in order for them to assess their suitability as well as to quote on the milling fees.

VI. Commission discussion on the creation of a webpage on behalf of the TAB.

- TAB members agreed that it would be best to have a "Tree" only webpage that could address items via links such as the following:
 - Report tree limbs on public property to Public Works.
 - Fire Department webpage section addressing issues such as Firewise.
 - El Verde by 2020/Tree Challenge.
 - Identifying city ordinances regarding trees with links.
 - Tree education (e.g., planting, oak wilt, etc.).

VII. Adjourn

- Meeting adjourned at 8:00PM.
- Unless otherwise noted, the next meeting of the TAB is scheduled for Thursday, August 20, 2015, at 6:00 PM, at the Leon Valley Conference Center.


Chairperson



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

June 23, 2015

The meeting of the Leon Valley Zoning Commission convened at 6:32 p.m. on Tuesday, June 23, 2015, in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance, Determination of a Quorum, Call Meeting to Order

Present were 1st Vice-Chair Olen Yarnell, and Members Pedro Esquivel, Hal Burnside, Tony Westrich. Absent and excused was Member Larry Proffitt. Also present was Elizabeth Carol, Director of Community Development Department, acting as recording secretary.

II. Discussion of the timeline & voting process for the appointment of new officers

1st Vice-Chair Olen Yarnell opened the discussion by recommending that the nomination process be deferred until there was a full quorum, and Commission Esquivel went on to recommend that the Commission explore a special meeting. The Commission explored July 9th and July 14 and starting the meeting at 4:00 and that there would not be any other items on the agenda.

III. Report on the appointment process for the new Zoning Commission Members

Elizabeth Carol, Director of Community Development Department, provided an overview of the appointment process for future Zoning Commission members; and how City Council eliminated the multiple page application in favor of a more streamlined application. Ms. Carol also went on to explain that there were seven seats on the Zoning Commission and their (re)appointment process was that even numbered seats were appointed by the City Council in even years and the odd numbered seats were appointed in odd years.

IV. Citizens to be Heard

There were no citizens to be heard.

V. Approval of the May 26, 2015 Zoning Commission Minutes

Commissioner Tony Westrich made a motion to approve as written, seconded by Commissioner Pedro Esquivel. The motion passed unanimously.

VI. Update and Discussion of the Master Plan Amendments process

A. Timeline Report

B. Zoning Commission Proposed Projects updates

City Staff presented an updated timeline of the Master Plan Amendment process and there was some discussion related to the timeline and when the final version of the Master Plan will be presented to City Council. Staff advised the Commission that the completed version of the Master Plan will be presented to Zoning Commission at its February 2016 meeting. Staff also advised the Commission that the timeline will be updated throughout the Master Plan process. Commissioner Westrich provided an overview of the Amendment process, and 1st Vice Chair requested that all new Commission members be provided with a copy of the Zoning Code. Commissioner Esquivel made a motion to update the time line, seconded by Commissioner Tony Westrich. The motion passed unanimously

City Staff presented a PowerPoint which summarized the Master Plan Projects Matrix by neighborhood to the Zoning Commission, emphasizing on the Street and Drainage related concerns that would need City Council approval. Staff went on to note the timeline associated with the budget process, and that the City Manager recommended that these projects be identified for Council as part of the next budget cycle. The Commission felt that some of these drainage projects were in need of immediate attention and that they should be forwarded to the City Council to reinforce what the Council already knows is a critical need. The Commission requested staff use red, yellow and green to assist the Council in prioritizing the projects that will need Council approval.

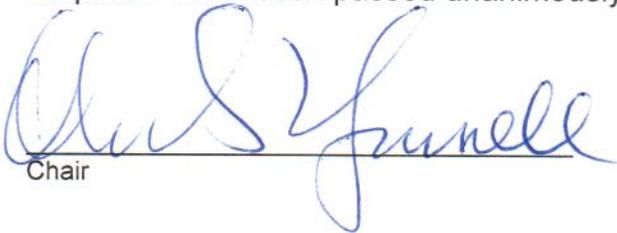
VII. Executive Session in Accordance with the Texas Government Code.

There was neither item, nor action necessary for this session.

VIII. Adjourn

There was a brief discussion regarding the starting time of meetings and the Commissioners requested that this item be placed on the next regular agenda.

Commissioner Tony Westrich made a motion to adjourn, seconded by Commissioner Pedro Esquivel. The motion passed unanimously and the meeting was adjourned at 8:11 p.m.


Chair


Staff



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

July 14, 2015

The meeting of the Leon Valley Zoning Commission convened at 4:02 p.m. on Tuesday, July 14, 2015, in the Training Room at the Leon Valley Fire Department at 6300 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance, Determination of a Quorum, Call Meeting to Order

Present were 1st Vice-Chair Olen Yarnell, 2nd Vice-Chair Phyllis McMillan and Members Pedro Esquivel, Hal Burnside, Tony Westrich, and Alex Jenicek. Absent and excused was Member Larry Proffitt. Also present was Elizabeth Carol, Director of Community Development Department, acting as recording secretary.

II. Nomination and Election of Zoning Commission Officers

Member Esquivel made a motion to nominate 1st Vice-Chair Olen Yarnell, as Chairman, and the motion was seconded by Commissioner Westrich. The motion passed unanimously.

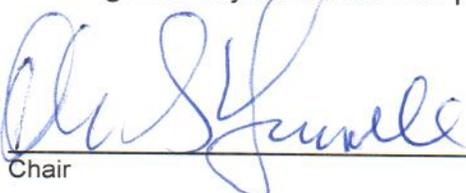
Member Esquivel made a motion to nominate 2nd Vice-Chair Phyllis McMillan, as 1st Vice-Chair, and the motion was seconded by Commissioner Burnside. The motion passed unanimously.

1st Vice-Chair Phyllis McMillan made a motion to nominate Commissioner Esquivel, as 2nd Vice-Chair, and the motion was seconded by Commissioner Westrich. Commissioner Esquivel declined the nomination.

Commissioner Esquivel made a motion to nominate Commissioner Hal Burnside, as 2nd Vice-Chair, and the motion was seconded by Chairman Yarnell. The motion passed unanimously.

III. Adjourn

Chairman Yarnell noted that the July 28th Zoning Commission meeting was cancelled and that the next meeting would be August 25th. Commissioner Pedro Esquivel made a motion to adjourn, seconded by 1st Vice-Chair Hal Burnside. The motion passed unanimously and the meeting was adjourned at 4:06 p.m.


Chair


Staff