



**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING**
Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Monday, October 05, 2015

AGENDA

1. **5:45 P.M.** Call to order, Determine a Quorum is Present.

2. The City Council shall meet in Executive Session under Texas Government Code to discuss the following:
 - A. §551.074 *Personnel Matters* - The recent appointment of City Council Member Monica Alcocer to the City of Leon Valley Economic Development Corporation and issues and conflicts related to said appointment; and

 - B. §551.071 *Consultation with Attorney* – Contemplated litigation between MDLG & Company and the City of Leon Valley.

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

4. Adjournment

**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Monday, October 05, 2015

AGENDA

5. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.

6. **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]

7. Presentation honoring Sergeant Ruben Saucedo's contributions and twenty-five (25) years of service to the City of Leon Valley.
8. Presentation honoring Captain Oscar Valdez' contributions and thirty (30) years of service to the City of Leon Valley.
9. Proclamation declaring October, 2015, as "Fire Prevention Month" In Leon Valley. **M&C #2015-09-29-01 (L. Valdez)**

CONSENT AGENDA

10. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) September 01, 2015 Regular City Council Meeting
11. Discussion and possible action on the approval of bank signature cards and approval of a Resolution Amending the Authorized Representatives for Texpool. **M&C #2015-09-29-02 (V. Wallace)**
12. Discussion and possible action on the approval of an Ordinance Amending Chapter 13 Utilities, Article 13.11 Water Conservation and Drought Management, Sections 13.11.032, 13.11.073, 13.11.074 (A), (B), (C), (D), (3), and Adding a Section 13.11.074 (7) Use of Recycled Water. **M&C #2015-10-05-03 (M. Moritz)**

REGULAR AGENDA

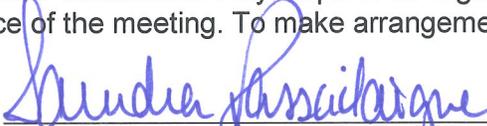
13. Discussion and possible action on the proposed revised agreement between MDLG & Company and the City of Leon Valley for Project Management of the Leon Valley Fall Festival. **M&C #2015-10-05-04 (K. Kuenstler)**
14. Discussion and possible action on a presentation from MDLG & Company's update on the Leon Valley Fall Festival. **M&C #2015-10-05-05 (E. Carol)**
15. Discussion and possible action to authorize the City Manager to Sign an Agreement between the San Antonio Water System (SAWS) and the City of Leon Valley for an Interconnection Between the SAWS and the City of Leon Valley Water Systems for the Purpose of Providing an Emergency Water Supply; and to Terminate the Existing Standby Water Service Contract for Emergency Service. **M&C #2015-10-05-06 (M. Moritz)**
16. Discussion and possible action to consider Acceptance and Award of Bid, Authorizing the City Manager to sign a Contract with Pronto Sandblasting & Coating, and Any Change Orders, for the purpose of Constructing Detention Pond #2 (Aquarium), and Approve an Ordinance Authorizing a Budget Adjustment. **M&C #2015-10-05-07 (M. Moritz)**
17. Presentation, discussion and possible action on the cost of Service and Rate Design Study for the City of Leon Valley Water and Waste Water Utility. **M&C #2015-10-05-08 (M. Moritz)**
18. Discussion and possible action to authorize Southwest Engineers to Proceed With the Development of Two Water Wells and Related Equipment, for the 2015 Municipal Water Well Project, and Approve Related Budget Adjustment. **M&C #2015-10-05-09 (M. Moritz)**

19. Discussion and possible action on the approval of a budget adjustment and related ordinance for funds received in the amount of \$40,427 from the Ambulance Supplemental Payment Program (ASPP), and for a new brush truck. **M&C #2015-10-05-10 (L. Valdez)**
20. City Manager's Report:
- a) Department Reports
 - b) Approved Minutes from Boards, Commissions and Committees
 - c) Upcoming Important Events:
 - National Night Out, October 6th
 - Moving Together - Senator Jose Menendez, October 8th from 6:00 - 7:30 p.m. at the Community Center
 - Fall Festival, October 24th
 - Coffee with the Mayor & Council, October 24th
 - Arbor Day, October 31st
21. Citizens to be Heard.
22. 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.
23. Adjournment.

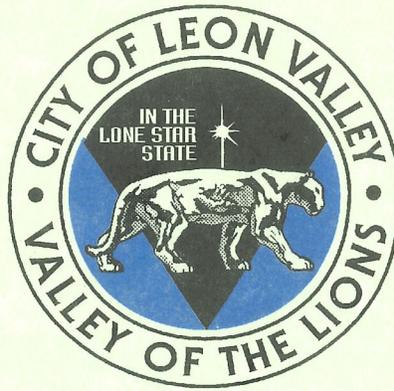
Executive Session. The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation 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 October 01, 2015 at 4:20 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 OF APPRECIATION

WHEREAS, Sergeant Ruben Saucedo has completed Twenty-Five Years of service with the Leon Valley Police Department serving the City of Leon Valley and its citizens since October 1990;

WHEREAS, Sergeant Ruben Saucedo has distinguished himself with advancements through the years from Patrol Officer, Patrol Corporal, Warrant Officer and in 2012 was appointed to the position of Patrol Sergeant;

WHEREAS, the City of Leon Valley appreciates the value of an employee who has provided years of dedicated service to the City and feels that such an anniversary is deserving of public recognition; and

NOW THEREFORE, I, Chris Riley, Mayor of the City of Leon Valley, Texas, together with the entire Leon Valley City Council, do hereby express our heartfelt thanks and sincere appreciation to Rueben Saucedo of the Leon Valley Police Department for his Twenty-Five years of dedicated and loyal service to our community.

Signed by my hand on this the 5^h day of October, 2015.

Chris Riley

Mayor Chris Riley





PROCLAMATION OF APPRECIATION

WHEREAS, Captain Oscar Valdez has completed Thirty- Years of service with the Leon Valley Fire Department serving the City of Leon Valley and its citizens since October 1985;

WHEREAS, Captain Oscar Valdez has distinguished himself with advancements through the years from Firefighter, Firefighter/Paramedic, Fire Engineer, and in 2003 was appointed to Fire Captain;

WHEREAS, the City of Leon Valley appreciates the value of an employee who has provided years of dedicated service to the City and feels that such an anniversary is deserving of public recognition; and

NOW THEREFORE, I, Chris Riley, Mayor of the City of Leon Valley, Texas, together with the entire Leon Valley City Council, do hereby express our heartfelt thanks and sincere appreciation to Captain Oscar Valdez of the Leon Valley Fire Department for his Thirty years of dedicated and loyal service to our community.

Signed by my hand on this the 5th day of October, 2015.

Chris Riley

Mayor Chris Riley



MAYOR AND COUNCIL COMMUNICATION

DATE: October 05, 2015 **M&C #2015-10-05-01**

TO: Mayor and Council

FROM: Luis Valdez, Fire Chief

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Proclamation declaring October, 2015, as “Fire Prevention Month” In Leon Valley.

PURPOSE

In cooperation with the National Fire Protection Association (NFPA), fire safety education is promoted in remembrance of the lives and property lost in the Great Chicago Fire of 1911.

Fire prevention activities extend throughout the month of October in Leon Valley and include; visits at every school and daycare within the City limits, tours of the fire station, and an annual fire prevention poster contest that is based on the National Fire Prevention Associations 2015 theme; “Hear the Beep Where You Sleep”.

This action by City Council serves to strengthen communication to the community.

FISCAL IMPACT - None

RECOMMENDATION - Staff recommends approval of this proclamation

S.E.E. IMPACT STATEMENT

Social Equity — The 2015 Fire Prevention Month proclamation enhances the City’s goal to promote a superior quality of life by providing outstanding public safety services, high quality educational amenities, and improved communication flow to all citizens.

Economic Development— The 2015 Fire Prevention Month proclamation promotes the City’s desire to promote safety, property preservation, and lessen economic impact caused by loss from fire.

Environmental Stewardship— 2015 Fire Prevention Month proclamation promotes fire prevention and the reduction of pollutants caused by fire.

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



FIRE PREVENTION MONTH PROCLAMATION

WHEREAS, the City of Leon Valley is committed to ensuring the safety and security of all those living in and visiting Leon Valley; and

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

WHEREAS, home fires killed 2,755 people in the United States in 2013, according to the National Fire Protection Association (NFPA), and fire departments in the United States responded to 369,500 home fires; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; and

WHEREAS, three out of five home fire deaths result from fires in properties without working smoke alarms; and

WHEREAS, half of home fire deaths result from fires reported at night between 11 p.m. and a.m. when most people are asleep; and

WHEREAS, Leon Valley residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Leon Valley residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, the 2015 Fire Prevention Month theme, "Hear the Beep Where You Sleep. Every Bedroom Needs a Working Smoke Alarm!" effectively serves to remind us that we need working smoke alarms to give us the time to get out safely.

THEREFORE, I Chris Riley Mayor of The City of Leon Valley do hereby proclaim the month of October 2015 as Fire Prevention Month throughout this City, and I urge all the people of Leon Valley to install smoke alarms in every bedroom, outside each sleeping area, and on every level of the home, including the basement and to support the many public safety activities and efforts of Leon Valley's fire and emergency services during Fire Prevention Month 2015.

Signed by my hand on this the 5th day of October, 2015.

Chris Riley Mayor Chris Riley





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

Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, September 01, 2015

MINUTES

The City Council of the City of Leon Valley, Texas met on the 1st day of September, 2015 at the Leon Valley Conference Center located at 6421 Evers Road, Leon Valley, Texas for the purpose of the following business:

REGULAR CITY COUNCIL MEETING

Mayor Riley called the Regular City Council Meeting to order at 7:00 p.m. and Northwest Hills Christian Church, Boy Scout Troop 911 (Sean Lindahl, Errin Ford, Garrett Sinor, Ethan Foust, Jon Estes, Johnathan Newcomer, William Barron, Zayne Michaelson, Patrick Baruch, Rodney Tolbert, J.T. Jones, Daniel McElaney, Skyler Polk, Josh Reyna, Austin Hernandez and Robert Covarrubia) led the Pledge of Allegiance.

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

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, Public Works Director Melinda Moritz, Police Chief Randall Wallace, Assistant Police Chief Ray Lacy, Economic Development Director Claudia Mora, Community Development Director Elizabeth Carol, Finance Director Vickie Wallace and Communications Director Darrick Green.

Mayor Riley asked if any of the Council Members wished to pull Items 5, 6, or 7 from the Consent Agenda for discussion. No items were pulled.

Proclamation declaring September 11, 2015, Patriots Day in the City of Leon Valley, Texas.

Mayor Riley presented a proclamation declaring September 11, 2015, Patriots Day in the City of Leon Valley. The proclamation was presented to Fire Chief Luis Valdez, Police Chief and Troop 911. Mayor Riley gave the proclamation to Troop 911 afterwards.

Proclamation declaring the first full week in September, National Payroll Week in the City of Leon Valley, Texas.

Mayor Riley presented a proclamation declaring the first full week in September, National Payroll Week to Kristie Wittig and Karen Brown of KCI USA.

CONSENT AGENDA

- Approval of City Council Minutes. (S. Passailaigue)**
- a) August 04, 2015 Regular City Council Meeting**
 - b) August 19, 2015 Special City Council Meeting**

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)**

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

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez, to approve Consent Agenda Items #5a and #5b (August 4th and August 19th City Council Minutes) as presented, #6A (Resolution No. 15-028R), Item #6B (Ordinance No. 15-015) and Item #7 (Resolution No. 15-029R). Upon a unanimous vote, Mayor Riley announced the motion carried.

DISCUSSION AGENDA

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)

Event Coordinator Mike Delagarza presented the item saying that this year’s event would be held on Saturday, October 24, 2015 from noon to 9:30 p.m. at Raymond Rimkus Park and that it has a Country/Western theme with a “wisp of Halloween” activity. The event will include musical and dance entertainment, food, drink, arts & crafts, major cook-off competition, games and rides for children. The Halloween activities include a costume contest for the children, a pumpkin pie baking competition, and a pumpkin carving contest.

Interim City Manager Hank Brummett suggested that the City Council consider moving this event to the end of September next year in order to keep the festival in the same fiscal year as when it is planned.

There was a consensus among the members of City Council to direct the event coordinator to always include the Community Events Committee in any planning of festivals in the City.

Mayor Riley thanked Mr. Delagarza for all he has done so far with all of the festivals in the City saying they have been huge successes. Mayor Riley said she looks forward to the Fall Festival.

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

Public Works Director Melinda Moritz presented the item saying that 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. There is no additional cost for the plaque as it is included in the construction contract with Bartlett Cocke.

A motion was made by Council Member Benny Martinez and seconded by Council Member Monica Alcocer, to postpone this item until December/January for a decision to be made. Upon a unanimous vote, Mayor Riley announced the motion carried.

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)

Public Works Director Melinda Moritz presented this item for Council consideration to approve 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 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.

Public Works Director Moritz concluded her presentation saying that 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. The initiative is specifically listed in the 2014 – 2015 Strategic Goals, by continuing to improve the City's Capital and Planning Projects. Staff recommends the approval of a budget adjustment in the amount of \$50,000 from the General Fund Reserve.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to adopt Ordinance No. 15-016 approving the budget adjustment in the amount of \$50,000 from the General Fund Reserve as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Mayor Riley asked Finance Director Vickie Wallace to update the Municipal Facility expenditure spreadsheet to reflect this adjustment.

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)

Public Works Director Moritz Consider presented this item asking City Council to authorize 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.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Jordan, to approve the contract. Upon a unanimous vote, Mayor Riley announced the motion carried.

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)

Finance Director Vickie Wallace began the presentation saying 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.

Mayor Riley opened the Public Hearing at 8:11 p.m.

- Forest Campbell of Boy Scout Troop 911 took this opportunity to thank the Mayor and City Council for allowing his troop to be present this evening.

There being no further public comment, Mayor Riley closed the Public Hearing at 8:13 p.m.

Discussion and direction to staff on unresolved issues for the FY 2016 Proposed Budget M&C #2015-09-01-08

ACM/Human Resources Director Crystal Caldera began the presentation with an announcement that on August 21st the City received a new quote creating an Option #4 for consideration in the selection of employee benefit packages for Fiscal Year 2016. Option #4 will allow better coverage at a lower cost. Council Member Carmen Sanchez and ACM/Human Resources Director Caldera will look ahead for next year to see if there is a possibility of joining with Bexar County for a group plan.

Interim City Manager Hank Brummett stepped up to present the Fiscal Year 2016 "Unresolved Issues" which are: health insurance which was just presented but staff is recommending Option #4 and would allow a 1.5% Cost of Living Adjustment (COLA) which would help offset the increase to the employee insurance cost; Council Member Benny Martinez' request to have the Communication Department being removed and dispatch placed back under the police department; Community Infrastructure and Economic Development Fund (CIED Fund) \$599,000 being transferred to the General Fund; and the budgeting of the Fall Festival (current year and future years).

There was a discussion following this presentation. The City Council will cast their final vote on these issues on September 15th.

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)

Fire Chief Luis Valdez presented the item saying 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. It is anticipated that for Fiscal Year 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. Chief Valdez concluded by saying 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.

A motion was made by Council Member David Jordan and seconded by Council Member Monica Alcocer, to approve the budget adjustment, contingent upon the receipt of the funds, for \$63,218. Upon a unanimous vote, Mayor Riley announced the motion carried.

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)

Mayor Chris Riley read aloud a draft letter sent to State Senator Jose Menendez regarding the possible realignment of the original hike and bike trail design submitted by the City of Leon Valley in 2015.

Council Member Monica Alcocer asked that the letter be revised to say "either end" to start where one ends.

A motion was made by Council Member Carmen Sanchez and seconded by Council Member Monica Alcocer, to approve the letter with change to say "either end" as discussed and then mailed. Upon a unanimous vote, Mayor Riley announced the motion carried.

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

Interim City Manager Hank Brummett added to the listed upcoming events that the Municipal Facility completion date is now sometime mid-January. Mr. Brummett also informed everyone that dispatch, which has been housed in Helotes for the last few months, is finally back at City Hall in their new workspace.

Citizens to be Heard.

- Vickie Jamvold, 7203 Poss Road, asked the City Council for help because she claims her neighbor placed her vehicles on Craigslist for sale and then she was told that her vehicles were placed on the City’s “tow list”. She claims her vehicles are operable and all stickers are legal. Ms. Jamvold also said that this evening this same neighbor was throwing rocks at her and shooting pellets, one hit one of her dogs so she called the police. Ms. Jamvold said she is tired of the harassment and that even her dogs are afraid. Ms. Jamvold said “something has got to be done!”
- Belinda Ealy, 7314 Canterfield Road, spoke about littering in the park and asked that City Council to consider the “Unlawful Littering” signs.

Announcements by the Mayor and Council Members.

Council Member Benny Martinez announced the next Leon Valley Area Chamber of Commerce Open House will be held on September 16th at 9:00 a.m. on Evers Road at Seneca.

Council Member David Jordan said he received a complimentary letter regarding the Police Department. Council Member Jordan thanked Assistant Chief Ray Lacy who was still present at the meeting.

Mayor Riley reminded everyone that brush pickup begins Monday; and that Grandparents Day is this Sunday with a concert in the park; Lastly, Mayor Riley reminded everyone that election day is coming and asked that the vote on Proposition 7.

Mayor Riley announced the meeting adjourned at 9:55 p.m.

These minutes approved by the Leon Valley City Council on the 5th of October, 2015.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

ITEM 11

MAYOR AND COUNCIL COMMUNICATION

DATE: September 29, 2015 **M&C # 2015-09-29-02**
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Approval of bank signature cards and approval of a Resolution Amending the Authorized Representatives for Texpool.

PURPOSE

As a result of the hiring of a new City Manager, the City now needs to update bank signature cards for Frost Bank and approve a resolution amending the authorized representatives for Texpool. The City requires two signatures. The only change is to authorize Kelly Kuenstler as an authorize signer for the City of Leon Valley. The following individuals are the authorized signers for these functions:

Kelly Kuenstler, City Manager (**change to authorized signers**)
Saundra Passailaigue, City Secretary
Vickie Wallace, Finance Director
Chris Riley, Mayor

SEE LEON VALLEY

Social – N/A

Economic – N/A

Environmental – N/A

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

RECOMMENDATION

Authorize the change to the authorized signers for the City of Leon Valley.

APPROVE: _____ DISAPPROVE: _____

APPROVE WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



Resolution Amending Authorized Representatives

Please use this form to amend or designate Authorized Representatives.

This document supersedes all prior Authorized Representative forms.

* Required Fields

1. Resolution

WHEREAS,

City of Leon Valley

Participant Name*

7 7 1 0 6

Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool/ Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- A. That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- B. That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- C. That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Vickie Wallace

Name

Finance Director

Title

210-368-1391/210684-4476/v.wallace@leonvalleytexas.gov

Phone/Fax/Email

Signature

2. Kelly Kuenstler

Name

City Manager

Title

210-368-1391/210-684-1391/k.kuenstler@leonvalleytexas.gov

Phone/Fax/Email

Signature

1. Resolution (continued)

3.
Name

Title

Phone/Fax/Email

Signature

4.
Name

Title

Phone/Fax/Email

Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. This limited representative cannot perform transactions. If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name

Title

Phone/Fax/Email

D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the 29 day September, 20 15.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED

Signature*

Printed Name*

Title*

ATTEST

Signature*

Printed Name*

Title*

2. Mailing Instructions

The completed Resolution Amending Authorized Representatives can be faxed to TexPool Participant Services at 1-866-839-3291, or mailed to:

TexPool Participant Services
1001 Texas Avenue, Suite 1400
Houston, TX 77002

ORIGINAL SIGNATURE AND DOCUMENT REQUIRED

TEX-REP

2 OF 2

MAYOR AND COUNCIL COMMUNICATION

M&C #2015-10-05-03

DATE: October 5, 2015
TO: MAYOR AND CITY COUNCIL
THROUGH: Kelly Kuenstler, City Manager
FROM: Melinda Moritz, Public Works Director
SUBJECT: Consider Approval of an Ordinance Amending Chapter 13 Utilities, Article 13.11 Water Conservation and Drought Management, Sections 13.11.032, 13.11.073, 13.11.074 (A), (B), (C), (D), (3), and Adding a Section 13.11.074 (7) Use of Recycled Water.

PURPOSE

The purpose of this M&C is to consider approval of eleven revisions to the Water Conservation and Drought Management Ordinance. The goal of these revisions is to bring uniformity of water restrictions for both Leon Valley residents who are serviced by the Leon Valley water utility, and persons being services by the San Antonio Water System.

Approximately 1/3 of the City of Leon Valley is serviced by San Antonio Water System. The remaining 2/3 of the City is provided water and sanitary sewer service through the City of Leon Valley Water Utility. The City of Leon Valley and SAWS trigger levels that determine reduction measures for the J-17 well are similar, however, watering times differ. In an effort to minimize any confusion, these Amendments change the current watering times to mirror those of SAWS.

In addition, a new Section 13.11.074 (7) Use of Recycled Water was added. The City of Leon Valley utilizes recycled water from SAWS within Raymond Rimkus Park, and our Library, Conference Center, and Community Center. Signs are posted notifying the public of the use of recycled water to these City properties. Watering days are not restricted for recycled water irrigation; however times of the day would be limited to the hours of 7:00 p.m. to 11:00 a.m.

FISCAL IMPACT

There is no fiscal impact associated with the revisions to the ordinance.

Recommendation

Approve an Ordinance amending Chapter 13 Utilities, Article 13.11 Water Conservation and Drought Management, Sections 13.11.032, 13.11.073, 13.11.074 (A), (B), (C), (D), (3), and adding a Section 13.11.074 (7) Use of Recycled Water.

S.E.E Statement

Social Equity – Adds to general quality of life for all citizens.

Environmental Stewardship – The City’s Water Conservation and Drought Management Ordinance encourages city-wide management of water rights and enables pumping limitation goals for the Edwards Aquifer.

Economic Development – A superior rated water system and adequate water resources encourages new businesses and business retention for the City.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ORDINANCE No. 15-023

APPROVING AMENDMENTS TO THE CITY OF LEON VALLEY CODE OF ORDINANCES, CHAPTER 13 UTILITIES, ARTICLE 13.11 WATER CONSERVATION AND DROUGHT MANAGEMENT, SECTIONS 13.11.032, 13.11.073, 13.11.074 (A), (B), (C), (D), (3), AND TO ADD A SECTION 13.11.074 (7) USE OF RECYCLED WATER.

WHEREAS the City of Leon Valley is committed to water conservation and drought management in an effort to provide its citizens with a superior rated water utility, and an adequate supply of water from the Edwards Aquifer; and

WHEREAS a portion of the City of Leon Valley is serviced by the San Antonio Water System, and these amendments will bring uniformity of water restrictions for Leon Valley residents serviced by both the San Antonio Water System and the City of Leon Valley water utility;

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 approves these Amendments to Chapter 13 Utilities Article 13.11 Water Conservation and Drought Management as follows:

- a. Section 13.11.032, Use of sprinklers prohibited during certain hours, to delete "hours of 10:00 a.m. through 8:00 p.m.", and replace with "hours of 11:00 a.m. through 7:00 p.m."
- b. Section 13.11.073 revise "Watering Day to delete "A day designated for landscape watering, limited to the morning hours from midnight to 10:00 a.m. and the evening hours of 8:00 p.m. to midnight. Thus, if Saturday morning is a designated watering day, the period of time referenced is Saturday morning between 12 a.m. to 10 a.m., and Saturday evening between 8:00 p.m. and midnight", and replace with "Watering Day. A day designated for landscape watering limited to the standard 24-hour period of 12:00 a.m. to midnight. Thus, if it is Stage I and Wednesday is a designated watering day, the period of time referenced is Wednesday morning between 12:01 a.m. to 11:00 a.m., and Wednesday evening between 7:00 p.m. and midnight."
- c. Section 13.11.074 Demand Reduction Measures, (A) Stage I, delete "Any day following a day when the J-17 well level is at or below 660 ft. msl and above 650 ft. msl" and replace with "Stage I water use reduction measures shall be declared to be in effect when the aquifer level at the J-17 well drops to six hundred sixty (660) feet above msl (mean sea level), based on a 10 day rolling average calculated and determined by the Edwards Aquifer Authority."

d. Section 13.11.074 Demand Reduction Measures, (B) Stage II, delete "Any day following a day when the J-17 well level is at or below 650 ft. msl and above 640 ft. msl" and replace with "Stage II water use reduction measures shall be declared to be in effect when the aquifer level at the J-17 well drops to six hundred fifty (650) feet above msl based on a 10 day rolling average calculated and determined by the Edwards Aquifer Authority."

e. Section 13.11.074 Demand Reduction Measures, (C) Stage III delete "Emergency spring flow protection measures. Stage III applies on any day following a day when the J-17 well level is at or below 640 ft. msl", and replace with "Stage III water use reduction measures may be implemented when the J-17 well falls to six hundred forty (640) feet above msl based on a 10 day rolling average calculated and determined by the Edwards Aquifer Authority."

f. Section 13.11.074 Demand Reduction Measures, (D) Stage IV delete "Any day following a day when the J-17 well level is at or below 630 ft. msl", and replace with "Stage IV water use reduction measures may be declared if the total supply of water from the Edwards Aquifer is insufficient to meet customer demand, even while complying with lesser restriction stages."

g. Section 13.11.074 (3) Watering restrictions, remove "(i) landscape watering with an irrigation system or sprinkler is permitted one day per week before 10:00 a.m. or after 7:00 p.m. on your designated watering day", and replace with "landscape watering with an irrigation system or sprinkler is allowed only once a week before 11:00 a.m. or after 7:00 p.m. on your designated watering day, in accordance with the last digit of the property address as follows."

h. Section 13.11.074 (3) Watering restrictions (A) (iv), delete "Athletic fields may not irrigate between 10:00 a.m. and 8:00 p.m.", and replace with "Athletic fields may not irrigate between 11:00 a.m. and 7:00 p.m."

i. Section 13.11.074 (3) Watering restrictions (B) Stage II restrictions (i), delete "Landscape watering is permitted one day per week in accordance with Stage I watering days only between the hours of 3:00 a.m. to 8:00 a.m. and 8:00 p.m. to 10:00 p.m. Landscape watering by means of a properly installed irrigation system, sprinkler or soaker hose is permitted on the authorized watering day during the designated hours listed in this subsection. Watering with drip irrigation or 5 gallon bucket is permitted any day, but only between 3:00 a.m. to 8:00 a.m. and 8:00 p.m. to 10:00 p.m. Watering with a handheld hose is allowed any time on any day", and replace with "Landscape watering is permitted once a week from 7:00 – 11:00 a.m. and 7:00 – 11:00 p.m. Landscape watering by means of a properly installed irrigation system, sprinkler or soaker hose is permitted on the authorized watering day during the designated hours listed in this subsection. Watering with drip irrigation or 5 gallon

bucket is permitted any day, but only between 7:00 - 11:00 a.m. and 7:00 - 11:00 p.m. Watering with a handheld hose is allowed any time on any day.”

j. Section 13.11.074 (3) Watering restrictions (C) Stage III restrictions (ii), delete “Irrigation with a soaker hose, hose end, sprinklers or in ground irrigation system is allowed only every other week, beginning on the second Monday after Stage III has been declared, and only then from 3:00 a.m. to 8:00 a.m. and 8:00 p.m. to 10:00 p.m. on your designated watering day. Watering by drip irrigation system or 5 gallon bucket is allowed every Monday, Wednesday and Friday but only during Stage III hours. Landscape irrigation with a handheld hose is allowed at any time on any day”, and replace with “Landscape watering allowed only every other week with an irrigation system, sprinkler or soaker hose from 7:00 to 11:00 a.m. and 7:00 to 11:00 p.m. on your designated watering day, as determined by your address. Watering with drip irrigation is allowed every Monday, Wednesday and Friday, but only from 7:00 – 11:00 a.m. and 7:00 – 11:00 p.m.”

l. Add a Section 13.11.074 as follows: “(7) Use of recycled water. The use of recycled water may be used to irrigate any day between the hours of 7:00 p.m. and 11:00 a.m. without waste. Signs identifying property as using a recycled water source must be posted on site at a location where the general public can view it.”

SECTION II. Article 13, Section 13.11.076, Penalties, of the City of Leon Valley City Code is applicable to these amendments.

SECTION III. All provisions of the Code of Ordinances of the City of Leon Valley codified or uncodified, in conflict with the provisions of this Ordinance are hereby repealed, and all other provisions of the Code of Ordinances of the City of Leon Valley codified or uncodified, not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION IV. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph or section of this Ordinance.

SECTION V. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

SECTION VI. This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 5th day of October, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

Proposed

Consider Approval of An Ordinance
Amending Chapter 13 Utilities, Article
13.11 Water Conservation and Drought
Management, Sections 13.11.032,
13.11.073, 13.11.074 (A),(B),(C),(D), (3),
and Adding Section 13.11.074 (7) Use of
Recycled Water

City Council Meeting
October 5, 2015

Purpose

- To consider approval of eleven revisions to the Water Conservation and Drought Management Ordinance.
- The goal of these revisions is to bring uniformity of water restrictions for Leon Valley residents service by the Leon Valley Water Utility and SAWS

Background

- Approximately 1/3 of City is serviced by SAWS and 2/3 of City serviced by CoLV Water Utility.
- These Amendments change:
 1. Current watering times to mirror those of SAWS. (7:00 a.m. – 11:00 a.m.; 7:00 p.m. – 11:00 p.m.)
 2. J-17 monitoring well trigger levels based on mean sea level 10 day rolling average calculated and determined by the Edwards Aquifer Authority
- An additional section was added to 13.11.074(7)
Use of Recycled Water
 - Watering days are not restricted fro recycled water irrigation, however, limited to hours of 7:00 p.m. to 11:00 a.m.

Recommendation

- Recommend approval of an ordinance Amending Chapter 13 Utilities, Article 13.11.

S.E.E. Statement

- **Social Equity** – Adds to general quality of life for all citizens.
- **Environmental Stewardship** – The City's Water Conservation and Drought Management Ordinance encourages city-wide management of water rights and enables pumping limitation goals for the Edwards Aquifer.
- **Economic Development** – A superior rated water system and adequate water resources encourages new businesses and business retention for the City.

Consider Approval of an Ordinance
Amending Chapter 13 Utilities, Article
13.11 Water Conservation and Drought
Management, Sections 13.11.032,
13.11.073, 13.11.074 (A),(B),(C),(D), (3),
and Adding Section 13.11.074 (7) Use of
Recycled Water

City Council Meeting
October 5, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: October 5, 2015 **M&C # 2015-10-05-04**

TO: Mayor and Council

FROM: Elizabeth Carol, Community Development Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Discussion and possible action on the revised agreement between MDLG and Company and the City of Leon Valley for Project Management of the Leon Valley Fall Festival.

PURPOSE

Amend the 2015 Event Management Agreement between MDLG and Company and the City of Leon Valley for the 2015 Fall Festival.

The only change included in the amended contract is the deletion of provision five titled "Expenses, all expenses shall be paid for by Event Manager out of the Fees and Revenue Shares."

S.E.E. LEON VALLEY

Social – The City strives to promote a superior quality of life. This ideal is supported by creating special festivals and amenities for the residents and businesses in Leon Valley.

Economic – The City’s Festivals provide opportunities to market and brand the City for presentation to potential developers and businesses.

Environmental – N/A

RECOMMENDATION

Staff recommends approval of the amended contract and that the Fall Festival proceed as originally planned.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AMENDED
EVENT MANAGEMENT AGREEMENT

This Agreement (the “Agreement”) is made and entered into on January 5, 2015 (the “Effective Date”), by and between Mike De La Garza (the “Event Manager”) and the City of Leon Valley (the “City”).

ACKNOWLEDGEMENTS

WHEREAS, the City shall engage the Event Manager as an independent contractor, and not as an employee, to perform event planning, coordination and event execution services for the City in connection with the 4th of July Parade, Celebration and Fireworks Spectacular and the 2nd Annual Fall Leon Valley Music Festival, as more fully set forth in Attachment “A” (Request for Proposals (RFP));

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt of which is hereby acknowledged, the Event Manager and the City do hereby agree as follows:

AGREEMENTS

1. **Licensed Marks:**

- A. The City does hereby grant to Event Manager a limited non-exclusive license to use the City name and the Festival names and accompanying logo service marks (the “Licensed Marks”) solely in connection with the promotion and management of the Festivals and Festival-related events, provided Event Manager complies with the terms and conditions contained in this Agreement. Event Manager will present to the City for its approval, prior to printing, distribution, publication, display, or use, any and all promotional materials and scripts of all statements, oral or written, to be made by Event Manager, its agents or spokespersons, which use or refer to said Licensed Marks and the Festivals. Such materials or statements must be of a high quality, consistent with the outstanding public image of the City.
- B. The Event Manager shall not use the Licensed Marks for any event or purpose other than the Festivals and Festival-related events.
- C. The authority of the Event Manager to use the Licensed Marks commences upon the effective date of this Agreement and terminates upon the expiration of the term of this Agreement or upon termination of this Agreement, whichever shall occur first.

- D. The Event Manager shall not sublicense, transfer or assign the use of the Licensed Marks to any person or entity, including sponsors and/or vendors, without the prior written consent of the City.
2. **Services:** Event Manager's primary responsibility shall be to plan, direct and implement all aspects of a two (2) City Festivals in accordance with the City's directions, policies and procedures. **The events are July 4, 2015 and October 3, 2015.** Specifically, during the term of this Agreement, as set forth herein, the Event Manager shall, for the benefit of the City, provide the services set forth in Attachment "A", attached hereto and incorporated herein for all purposes. Unless otherwise expressly agreed in writing by the parties hereto, Event Manager shall have no authority to, and shall not, (i) make any statement on behalf of City, or (ii) bind or otherwise obligate the City to any contract at any time.
3. **Term of Agreement:** The term of this Agreement shall be effective from the Effective Date through October 31, 2015, after the completion of the Festivals (the "Term"). However, the Event manager's financial and certain other obligations provided for herein shall continue in effect until such responsibilities have been completed.
4. **Fees:** As consideration for the services provided hereunder by Event Manager, the city shall pay Event Manager a fee of Thirty Thousand Dollars (\$30,000.00) (the "Fee") The City shall pay the Fees as follows:
- Seven thousand five hundred dollars (\$7,500) due upon signing of the Agreement.
 - Seven thousand five hundred dollars (\$7,500) will be due **May 1, 2015** in preparation for the 4th Event.
 - Two thousand five hundred dollars (\$2,500) will be due after the completion of the 1st Event and **no later than August 15, 2015.**
 - Seven thousand five hundred dollars (\$7,500) will be due in preparation and planning for the 2nd Event on **August 1, 2015.**
 - The final installment of five thousand (\$5,000) shall be due after completion of the 2nd Event and **no later than October, 23, 2015.**
- All income from sponsorships, booth fees and beverages (beer, wine and soda and water) sales will be given to the City at the agreed percentage. All cash expenses incurred by the events will be paid out of generated income. Net proceeds will be contributed to the City.
5. **Invoices:** Event Manager shall submit a summary of fees and revenues with a tally or profit or loss associated (subject to audit by the City) with this event to the City addressed as follows:

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

6. **Representations and Warranties:** Event Manager represents and warrants that all services performed under this Agreement will be of professional quality conforming to generally accepted industry practices. Services performed by Event Manager which are determined by the City to be of less than professional quality shall, at the City's option, be corrected by Event Manager, at Event Manager's expense.
7. **Relationship of Parties:** The parties to this Agreement are not joint venturers, partners, agents, nor representatives of each other, and such parties have no legal relationship other than as contracting parties to this Agreement. The Event Manager shall not act or represent or hold itself out as having authority to act as an agent or partner of the Fall Leon Valley Music Festival or in any way bind or commit the City to any obligations, without the prior written consent of the City.
8. **Waiver:** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver of any such provision, nor prevent such party thereafter from enforcing such provision or any other provision of the Agreement. The rights and remedies granted to both parties herein are cumulative and the election of one shall not constitute a waiver of such party's rights to assert all other legal remedies available under the circumstances.
9. **Termination:** This Agreement may be terminated (i) by either party upon breach by the other party of any of the material provisions of this Agreement, which breach remains uncured for twenty (20) days from the date of receipt of written notice from the non-breaching party to the other party specifying such breach; (ii) immediately upon written notice by the City if the Event Manager engages in unauthorized activities including, but not limited to, unauthorized uses of the Licensed Marks or breach of any of the provisions of this Agreement relating to confidentiality or activities which jeopardize the tax-exempt status of the City and the Event Manager does not cure within five (5) days upon receiving notice (or without notice or cure period if incurable or the assets of the City are at risk); or (iii) by the mutual written agreement of the parties.
10. **INDEMNIFICATION:** EVENT MANAGER AGREES TO INDEMNIFY AND HOLD THE CITY HARMLESS FROM AND AGAINST ANY AND ALL COSTS, LOSSES OR EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES, THAT THE CITY MAY INCUR BY REASON OF ANY THIRD-PARTY CLAIM OR SUIT ARISING OUT OF OR IN CONNECTION WITH EVENT MANAGER'S FAILURE TO PERFORM PURSUANT TO THIS AGREEMENT, AS WELL AS THE NEGLIGENCE, GROSS NEGLIGENCE, OR INTENTIONAL MISCONDUCT OF EVENT MANAGER, ITS EMPLOYEES, AGENTS AND REPRESENTATIVES, CONTRACTORS OR SUBCONTRACTORS, INCLUDING THE EMPLOYEES AND REPRESENTATIVES OF SAID CONTRACTORS OR SUBCONTRACTORS.

THIS SECTION SHALL SURVIVE THE TERMINATION OR EXPIRATION OF THIS AGREEMENT.

11. **Insurance:** Event Manager shall at all times during the term of this Agreement maintain current comprehensive general liability insurance coverage in the minimum amount of \$1,000,000 - per occurrence. The Event Manager shall provide a certificate of insurance

evidencing such coverage to the City, and shall name the City as AN additional insured thereon solely with respect to the events and activities which are the subject of this Agreement.

Additionally, the Event Manager shall obtain insurance covering all Festival participants and any incident related to the Festival on the day prior to the Festival, on the day of the Festival, or at any time related to the Festival and name the City as an additional insured.

Event Manager shall obtain Certificates of Insurance as set forth in Attachment A.

12. **No Assignment:** No party hereto may assign or transfer its rights or obligations arising under this Agreement, without the prior written consent of the other party hereto. This Agreement shall be binding upon and shall inure to the benefit of the respective permitted successors and assigns of the parties.
13. **Authority:** Each party hereto represents and warrants to the other that it has the authority to enter into this Agreement and that it is not a party to any other Agreement which prohibits it from entering into this Agreement or which renders any provision of this Agreement ineffective or unenforceable.
14. **Governing Law and Forum:** This Agreement and any dispute arising under or relating to it directly or indirectly shall be governed and interpreted under Texas law, without giving effect to its conflict of law provisions.
15. **Notice:** Any notice by either party to the other under this Agreement shall be in writing and shall be addressed as set forth below, provided, however, that if either party shall have designated a different address by written notice to the other, then such notice shall be provided to the last address so designated. In the event that either party changes its mailing address, phone number, or fax number, such party shall provide the other party a five (5) day advance written notice of such change.

If to the City, notice shall be addressed to:

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

If to the Event Manager, notice shall be addressed to:

16. **Cooperation:** To the extent that the City retains any other entity to engage in activities on behalf of the City compatible with Event Manager’s responsibilities, Event Manager agrees to cooperate with any such entities with respect to such activities.

17. **Entire Agreement:** This Agreement supersedes any prior understandings or oral agreements between the parties regarding the subject matter hereof and constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof, and there are no agreements, understandings, representations or warranties among the parties other than those set forth herein.

EVENT MANAGER

CITY

Signature _____

Signature _____

By: **Mike De La Garza**

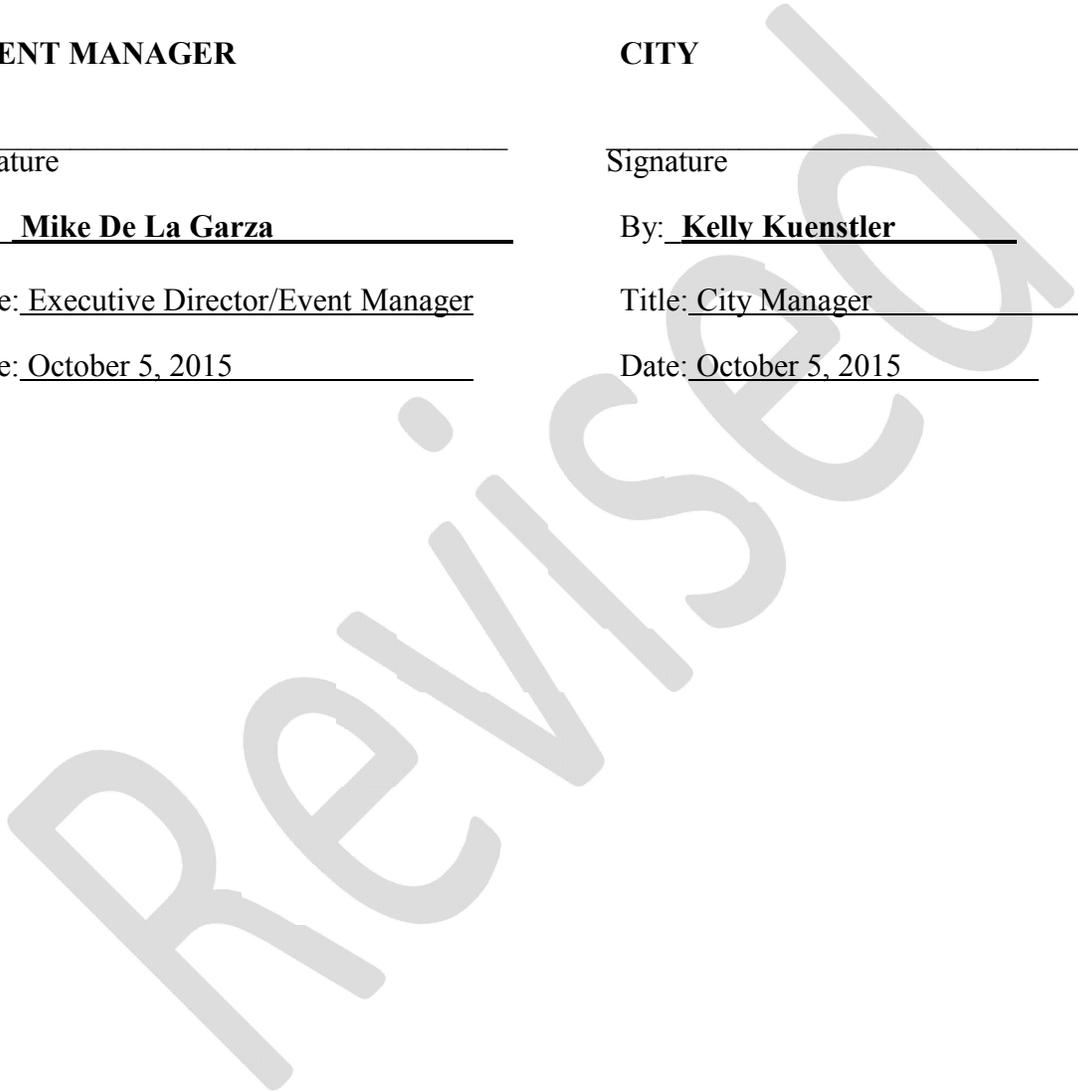
By: **Kelly Kuenstler**

Title: Executive Director/Event Manager

Title: City Manager

Date: October 5, 2015

Date: October 5, 2015



ATTACHMENT
"A"

RFP Submittal with
Scope of Work

Revised

City of Leon Valley City Council

Amend Event Management Contract
for the 2015 Fall Festival

October 5, 2015

Purpose

- Amended the Event Managers Contract
- Delete Expense provision
 - “all expenses shall be paid for by Event Manager out of the Fees and Revenue Shares.”

Recommendation

Approval of the amended contract and that the Fall Festival proceed as originally planned.

City of Leon Valley City Council

**Amend Event Management Contract
for the 2015 Fall Festival**

October 5, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: October 5, 2015 **M&C # 2015-10-05-05**
TO: Mayor and Council
FROM: Elizabeth Carol, Community Development Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Discussion and possible action on a presentation from MDLG & Company's update on the Leon Valley Fall Festival.

PURPOSE

This item was placed on the City Council agenda at the request of City Manager Kelly Kuenstler.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

2015 Leon Valley Fall Fest

October 5, 2015

City Council Presentation



General Information

- Saturday, October 24, 2015
- Country/western theme with a wisp of Halloween activity
- Events commence at 3 pm – with activities and events throughout the day – concluding with musical stage entertainment at 9 pm
- Events include:
 - Musical Entertainment
 - Food, Drink, Arts & Crafts
 - Leon Valley Fire Department Sausage Bar-B-Q
 - Games and Rides for Children
 - Pre-Halloween Activities
 - Costume Competition for Children
 - Pumpkin Carving Contest
 - Pumpkin Pie Baking Competition



October 24 2015 Leon Valley Fall Fest Layout

Schedule of Activities

- 3 PM
 - Food and drink booths open for business
 - Games and Rides for Children
 - Entertainment Commences
 - LVFD Sausage Cook-off Commences
 - Kielbassa Brands providing sausage product
 - Proceeds benefit event and Breast Cancer Awareness Effort

Events of Note

- Major Cooking effort to benefit the event
 - Leon Valley Fire Department will operate a cooking area – preparing Kielbassa sausage product for sale to public
 - Proceeds benefit event & support breast cancer awareness
 - Kielbassa Brands is donating the sausage
- Complementary food products to be sold by other vendors

Events of note

- Fall Fest Pumpkin Pie Bake-Off Competition
 - Home-baked entries
 - Promoting variations on Pumpkin Pie
 - Entries will be judged, with 1st, 2nd and 3rd place prizes to be awarded
- Fall Fest Pumpkin Carving Contest
 - Carved pumpkins to be displayed
 - Entries will be judged, with 1st, 2nd and 3rd place prizes to be awarded
- Fall Fest Halloween Costume Contest
 - Four age categories (infant to 4, 5 to 9, 10 to 18, and adult)
 - Entries will be judged by audience response, with 1st and 2nd place prizes to be awarded

Foods/Drinks Booths

- 8 to 10 booths to be secured
- Representing a variety of foods, esp. warm foods, such as chili, tamales, etc.
- City will sponsor beer/soda/water booths, with proceeds to support the festival

Publicity

- KSAT will feature event on SA Live, and will also offer news coverage of the event
- WOAI/KABB will feature event on morning shows and provide news coverage of the event
 - All media will be approached for coverage and publicity
 - Area newspapers and Express-News
- Website – www.leonvalleyfallfest.com
- Social Media Campaign and stage hostess – Nikki Young
 - Facebook/Twitter/Instagram Promotion
 - Mommy blogs (offering parents options for entertainment)
 - Other related efforts to promote the event

Ongoing activities running up to Fall Fest

- Securing volunteers – working with CEC
 - Recycling bins and containers will be on-site – CEC will support
- Developing signage for parking, etc.
- Secure sponsors
 - Kiolbassa Brands – Sausage donation
 - Elite Care – On-site First Aid Provider
 - Bandera Bowling Center – On-site booth & game – and coupons for children to attend a Halloween Haunted House at the Bowling Center
- Working with City Staff to ensure appropriate and proper coverage day of event
- Trouble shooting issues as they emerge

Questions?

MAYOR AND COUNCIL COMMUNICATION

DATE: October 5, 2015 **M&C # 2015-10-05-06**

TO: Mayor and City Council

FROM: Melinda Moritz, Director of Public Works

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Consider Authorizing the City Manager to Sign an Agreement between the San Antonio Water System (SAWS) and the City of Leon Valley for an Interconnection Between the SAWS and the City of Leon Valley Water Systems for the Purpose of Providing an Emergency Water Supply; and to Terminate the Existing Standby Water Service Contract for Emergency Service.

PURPOSE

To consider authorizing the City Manager to sign a new Agreement between SAWS and the City of Leon Valley, for the use of a water interconnection between both water systems for the purpose of providing an emergency supply of water, and to terminate the existing Standby Water Service contract for the connection on Huebner Road. The new interconnection will be located at the Grass Hill well site and needs to be operational before a new well is constructed.

The City of Leon Valley and SAWS currently have an Agreement for the existing interconnection; however, based on current demand and topography of the City, it will provide water, but not adequate water pressure, to the outlying areas of our water system. This interconnection is to be removed and the contract terminated.

As a part of the 2015 Municipal Well Project, a new interconnection is to be constructed along Bandera Road at the Grass Hill well site, to connect the SAWS 30” main to the City of Leon Valley’s water system. The water will be piped directly to the 750,000 gallon above ground storage tank. This will ensure redundancy in supplying water to our customers; for firefighting needs during an unexpected outage, and for use during the new well construction. City staff have met with SAWS staff to discuss both the current and proposed interconnect with the understanding that the existing interconnection will be removed and the new interconnection will be used in emergency cases only.

FISCAL IMPACT

- Interconnection cost for construction – TBD, but estimated \$75,000 +/-
 - Funds to be taken from Water Fund Reserve

- Will be reimbursed back to the fund, once debt funding is acquired
- Cost for water use to be the highest rate in effect at the time of use, between SAWS and Leon Valley rates
 - Currently pay \$305.86 per month for existing 6" meter
 - Future connection to be 8" meter and fee is unknown at this time
 - \$488.87 now, 5-10% higher at \$537.76
 - No impact fees are due for the new connection
 - Currently being charge for actual water use at SAWS wholesale rate
 - City to be charged at SAWS new Emergency Interconnect water rate (unknown at this time)
 - To be used for emergencies only

RECOMMENDATION

- 1) To authorize the City Manager to sign an agreement between the San Antonio Water System (SAWS) and the City of Leon Valley for an Interconnection between the SAWS and the City of Leon Valley Water Systems for the purpose of providing an emergency water supply; and
- 2) To terminate the current Standby Water Service Contract for Emergency Service for the connection on Huebner Road.

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 continually educated, to assure water waste is kept to a minimum.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

EMERGENCY INTERCONNECT AGREEMENT

This Emergency Interconnect Agreement (the "Agreement") is entered into to be effective on the 5th day of October 2015 (the "Effective Date") by and between the San Antonio Water System Board of Trustees, a water, wastewater, and water reuse utility organized under Article 1115 V.A.T.S, and City Ordinance No. 75686 (the "Indenture Ordinance"), and by and through its President and CEO, Robert R. Puente, pursuant to Board Resolution No. _____, ("SAWS") and the City of Leon Valley (the "Requesting Purveyor"), with respect to SAWS providing an emergency interconnect to the Requesting Purveyor under the following conditions:

Whereas, the Requesting Purveyor and SAWS executed a Standby Water Service Contract for Emergency Service (the "Existing Contract") on December 21, 1995, for a term of twenty-five years; and

Whereas, the Existing Contract authorized the installation of a 6" interconnect to SAWS distribution system; and

Whereas, the Existing Contract authorized the assessment of wholesale water service rates as established in Chapter 34 of the San Antonio City Code, Rate Schedule B (City Ordinance No. 80330, and as amended); and

Whereas, the Requesting Purveyor and SAWS now desire to terminate the Existing Contract and enter into this Agreement; and

Whereas, the Requesting Purveyor will install a new 8" interconnect and will cut and cap the existing 6" interconnect, as agreed to by SAWS; and

Whereas, the Requesting Purveyor has agreed to pay the interconnect water service rate and to be billed in accordance with City of San Antonio Ordinance #101684 (confirm this the correct reference) and as may be amended from time to time.

Now therefore, the Parties agree as follows:

1. The Requesting Purveyor agrees that SAWS has the obligation to first provide water service to its customers not located in the area to be served through the emergency interconnect. SAWS has the right to not sell water through the emergency interconnect if it has determined that first priority customers would be adversely impacted. The Requesting Purveyor understands and agrees that SAWS, in its sole discretion, may terminate

- the emergency interconnect at any time and reject any future emergency interconnects.
2. All emergency interconnections shall be charged the interconnect water service rate and billed in accordance with City of San Antonio Ordinance #101684 (confirm) and as may be amended from time to time. Impact fees will not be charged by SAWS for an emergency interconnect.
 3. Physical connections to the SAWS system for the emergency interconnect shall be funded entirely by the Requesting Purveyor. The Requesting Purveyor must apply for a Water Connection Permit through SAWS' Counter Service Division. SAWS must approve the engineering plans and inspect the construction of the connection prior to activating the emergency connection. Construction of the connection must comply with all SAWS' specifications and regulations.
 4. Activation of the connection is temporary and shall be limited to conditions necessitated by mechanical failure of the Requesting Purveyor's system.
 - a. The emergency connection shall not be used as the mechanism to delay repairs or modifications to the Requesting Purveyor's system.
 - b. Activation of the connection shall be performed by SAWS staff.
 5. Each activation of the emergency interconnect shall not exceed 30 consecutive calendar days. If more than 30 consecutive calendar days are needed to repair the mechanical failure with the system, the Requesting Purveyor shall submit a written request to SAWS. SAWS will then reassess the request to determine if adequate water supply is available for SAWS first priority customers and also for the emergency interconnect.
 6. Water use from the emergency interconnect, by the Requesting Purveyor, shall be limited to domestic indoor use – not for landscape watering.
 7. The emergency interconnect is not intended to serve as a supplemental source due to declining water supply and cannot be used to avoid acquiring additional water supplies or to avoid building redundant infrastructure.
 - a. The emergency interconnect cannot be used to satisfy any redundancy or back-up infrastructure or water supply requirements, including those that may be prescribed by the Texas Commission on Environmental Quality (TCEQ).

- b. If the Requesting Purveyor does not have an adequate water supply to meet customer demand, a wholesale connection may be requested by the Requesting Purveyor; however, SAWS may reject such a request at its sole discretion.
 - c. A wholesale connection will require an engineering study to determine compatibility with SAWS' master plan, the availability of capacity, and if additional facilities will be required.
 - d. A wholesale connection will require the payment of impact fees.
 - e. A wholesale connection will require that a take or pay wholesale contract be executed between SAWS and the Requesting Purveyor.
8. The term of this Agreement commences on the Effective Date and shall remain in full force and effect for a period of ten (10) years.
9. Either party may terminate this Agreement by providing prior written notice to the other with an immediate effective date.
10. The Existing Contract between the parties is hereby terminated.

IN WITNESS WHEREOF, SAWS AND Requesting Purveyor have duly executed this Agreement as of the Effective Date.

REQUESTING PURVEYOR

By: _____

Name: Kelly Kuentler

Title: City Manager

SAN ANTONIO WATER SYSTEM

By: _____

Name:

Title:

San Antonio Water System Interconnection Agreement

City Council Meeting
October 5, 2015

Purpose

- To consider authorizing the City Manager to sign an Agreement between SAWS and the City of Leon Valley, and terminate the existing Standby Water Service Contract for Emergency Service
- For the construction & potential use of a new interconnection between both water systems
- To provide an emergency water supply

Background

- City of Leon Valley and SAWS currently under Standby Water Service Contract for existing interconnection on Huebner Road
- Interconnection does provide water, but not enough pressure, to service all connections within the City
- Must install interconnect in order to construct new well at Grass Hill well site
 - existing well to be taken off-line during construction

Background

- As part of the 2015 Well Project, new interconnection is to be constructed along Bandera Road at the Grass Hill well site:
 - Interconnect from SAWS' 30" main to the City of Leon Valley's water system
 - Water will fill 750,000 gallon above ground storage tank and that, along with water pumping directly into system from Huebner well site; will supply water to all connections
 - Assures adequate water supply and pressure if our water wells become inoperable
 - Interconnection to be used only in case of emergency
 - Existing interconnection to be cut and capped off

Fiscal Impact

- Interconnection cost for construction – TBD, but estimated \$75,000 +/-
 - Funds from Water Fund Reserve to be repaid after funding mechanism is acquired
- Cost for water use to be the highest rate in effect at the time of use, between SAWS and Leon Valley rates
 - Monthly meter rate (currently \$305.86 for 6” meter)
 - Monthly rate to be increased and meter size increased to 8” meter (\$488.87 now, new fee may be 5-10% higher)
 - No impact fees due
 - Current water rate is for Wholesale water
 - Will change to Emergency Interconnect water rate (unknown at this time)
 - **Only** used in case of emergency

Recommendation

- Authorize the City Manager to sign a new contractual agreement between SAWS and the City of Leon Valley, and terminate the existing Standby Water Service Contract for Emergency Service
- For the construction & potential use of an interconnection between both water systems
- To provide an emergency water supply

S.E.E. Statement

- 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, and 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.

San Antonio Water System Interconnection Agreement

City Council Meeting
October 5, 2015

MAYOR AND COUNCIL COMMUNICATION

M&C #2015-10-05-07

DATE: October 5, 2015

TO: Mayor and City Council

FROM: Melinda Moritz, Director of Public Works

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Consider Acceptance and Award of Bid, Authorizing the City Manager to sign a Contract with Pronto Sandblasting & Coating, and Any Change Orders, for the purpose of Constructing Detention Pond #2 (Aquarium), and Approve an Ordinance Authorizing a Budget Adjustment.

PURPOSE

To consider acceptance and awarding of a bid, authorizing the City Manager to sign a contract with Pronto Sandblasting & Coating, and any change orders, for the purpose of constructing a detention pond behind 6320 Bandera Road; and approve an Ordinance authorizing a budget adjustment.

BACKGROUND

This property, located at 6320 Bandera Road, was platted as Lincoln-Mercury Subdivision in 1986. At that time, detention ponds and other stormwater prevention devices were not addressed in the subdivision code. The owner was allowed to asphalt and concrete the entire lot without any provision for the tremendous amount of stormwater runoff coming from both Bandera Road and this property. The plat was approved by City Council, the buildings were constructed, and the Certificate of Occupancy was issued. Without any further replatting activity, there is no triggering mechanism to compel an owner to address stormwater runoff. This runoff affects Seneca Estates Unit 3 subdivision and unplatted properties along Huebner Creek.

In 2012, as a part of negotiations with the owner, the owner agreed to pay the City \$125,000 for the construction of a detention pond to the rear of this property, to finally address this issue. The money was not placed into the Stormwater budget until FY '15. The site was cleared and surveyed, and bids were advertised for the actual construction. Seven companies responded to the bid and the results are as follows:

Pronto Sandblasting & Coating	\$166,500
Yantis Company	\$209,318
D & D Contractors	\$214,141.90
Etech Construction, Inc.	\$219,000
Hector Barrera Construction, LLC	\$267,500
R. L. Rohde General Contracting, Inc.	\$295,000
Myers Concrete Construction, LP	\$396,480.33

Pronto Sandblasting & Coating is the lowest responsive bidder.

FISCAL IMPACT

The owner of the property provided funding in the amount of \$125,000 for this construction. Approximately \$25,000 has been spent for preliminary clearing, survey, and preparation of bid documents, leaving a balance of \$100,000. A budget adjustment will be needed in order to complete the project.

Remaining project funds	\$100,000
Additional Funds needed	\$ 66,500
 Budget Adjustment	 \$66,500

RECOMMENDATION

Award the bid and authorize the City Manager to enter into a contract with Pronto Sandblasting & Coating, and any change orders, for the purpose of constructing a detention pond behind 6320 Bandera Road; and approve an Ordinance for a budget adjustment in the amount of \$66,500.

S.E.E. IMPACT STATEMENT

Social Equity – Constructing a detention pond benefits all citizens by reducing the amount of pollutants entering the stormwater system.

Economic Development –. Having a flood prevention and stormwater program further protects residential, as well as business zoned properties.

Environmental Stewardship –. Reducing the amount of pollutants and the volume of water entering the creeks and rivers protects wildlife, native vegetation, and reduces erosion of land in creeks and streams.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE APPROVING AMENDMENTS TO THE ENTERPRISE FUNDS OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR FISCAL YEAR OF 2015-2016.

Whereas on September 15, 2015 the City Council of the City of Leon Valley adopted the 2015-2016 fiscal year budget: and

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

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

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

SECTION I

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

**SECTION II
SEVERABILITY**

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

**SECTION III
REPEALER CLAUSE**

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

**SECTION IV
EFFECTIVE DATE**

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

**SECTION V
PROPER NOTICE AND MEETING**

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

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

APPROVED

**CHRIS RILEY
MAYOR**

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

PATRICK BERNAL
City Attorney

FY 2015 (Aquarium) Detention Pond #2 Project

City Council Meeting
October 5, 2015

Purpose

- Request to accept the Bid, award the contract for the FY 2015 Detention Pond #2 Construction Project to Pronto Sandblasting & Coating in the amount of \$166,500, and approve a budget adjustment for \$66,500
- Authorize the City Manager to sign the contract and any subsequent change orders

Background

- Property is located at 6320 Bandera Road, Lincoln-Mercury Subdivision
- Platted in 1986
- No Stormwater requirements in code at that time
- Council approved plat; buildings & parking area were constructed, and Certificate of Occupancy was issued

Background

- Without further platting activity, no triggering mechanism to require Stormwater reduction
- 2012 – City negotiates with Owner in developers agreement
- Owner agreed to fund construction of detention pond (\$125,000)
- Funds not placed in Stormwater Capital until FY '15

Background

- Site was cleared & surveyed
- Engineering, design, and bid documents were prepared & advertised
- Seven companies responded to bid
- All were over original budget

FY '15 Detention Pond #2 Project

Company	Bid Amount	Met Qualifications
Pronto Sandblasting & Coating	\$166,500	Yes
Yantis Company	\$209,318	Yes
D & D Contractors	\$214,141.90	Yes
Etech Construction, Inc.	\$219,000	Yes
Hector Barrera Construction, LLC	\$267,500	Yes
R. L. Rohde General Contracting, Inc.	\$295,000	Yes
Myers Concrete Construction, LP	\$396,480.33	Yes

Site Plan



Fiscal Impact

- Remaining project funds \$100,000
- Additional funds needed \$66,500
- Funds can be taken from Stormwater Fund Balance

Recommendation

- Accept the bid and award the contract to Pronto Sandblasting & Coating
- Approve a budget adjustment for \$66,500
- Authorize the City Manager to sign the contract and any change orders

S.E.E. Statement

- *Social* – Constructing a detention pond benefits all citizens by reducing the amount of pollutants entering the stormwater system
- *Economic* – Having a flood prevention and stormwater program further protects business zoned properties
- *Environmental* – Reducing the amount of pollutants and the volume of water entering the creeks and rivers protects wildlife, native vegetation, and reduces erosion of land in creeks and streams

FY 2015 (Aquarium) Detention Pond #2 Project

City Council Meeting
October 19, 2014

MAYOR AND COUNCIL COMMUNICATION

M&C #2015-10-05-08

DATE: October 5, 2015
TO: MAYOR AND CITY COUNCIL
FROM: Melinda Moritz, Public Works Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Cost of Service and Rate Design Study for the City of Leon Valley Water and Wastewater Utility

PURPOSE

The purpose of this M&C is to present the Cost of Service Analysis for the City of Leon Valley Water/Wastewater Utility.

BACKGROUND

The City hired NH Consulting to perform a cost of service and rate design study for the City's water and wastewater utility. The goal is to achieve a water and wastewater rate structure that will assure equitable and adequate revenues for operations, debt service retirement, capital improvements and bond covenant requirements.

As a component of the Study, City Staff identified necessary Capital Improvements for the water utility that include new water wells and associated improvements. NH consulting included this in their model, with the assumption that new debt would be issued in 2016, with the first payment due in 2017.

FISCAL IMPACT

There is no fiscal impact at this time. The presentation will outline the City's cost of services, and recommended water rates for City Council approval at a later date.

S.E.E Statement

Social Equity – The study's intent is to achieve a rate structure that will assure equitable and adequate revenues for operations.

Environmental Stewardship – The implementation of the rate study will ensure the utility operates on a self-sustaining basis and allow the City to promote water conservation and continue to operate a water system with excellent water loss ratios.

Economic Development – A superior rated water system and adequate water resources encourages new businesses and business retention for the City.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley, TX

Cost of Service and Rate Design Study Water and Wastewater Utility

October 5, 2015



Nelisa Heddin Consulting, LLC
(512) 589-1028
nheddin@nelisaheddinconsulting.com

Overview

- Introduction
- Background
- Methodology
- Findings
- Recommendations

“When the well is dry, we learn the worth of water.”

- Ben Franklin -



Economic Reality of Water

Revenues

- Water has an inherent value to fund infrastructure necessary for treatment and distribution

Economy

- Water is critical to a variety of industries, and as a result, the economy

Community

- Water is a fundamental building block for communities

Commodity

- Water is a commodity which we cannot live without

Project Approach

- Step 1: Determine Revenue Requirements
- Step 2: Functionalize Revenue Requirements into Cost Components
- Step 3: Allocation Cost Components to Customer Classes
- Step 4: Design Rates



Step 1: Revenue Requirements

- Expenses – Off-sets = Revenue Requirements
- 5-Year Outlook
- Used FYE2015 Budget as Starting Point
- Included \$1.65M Future Debt



Step 1: Revenue Requirements

	2015	2016	2017	2018	2019
Water Utility Revenue Requirement	\$1,025,954	\$1,061,880	\$1,210,998	\$1,246,939	\$1,284,060

	2015	2016	2017	2018	2019
Wastewater Utility Revenue Requirement	\$1,082,533	\$1,167,770	\$1,257,095	\$1,350,709	\$1,448,822



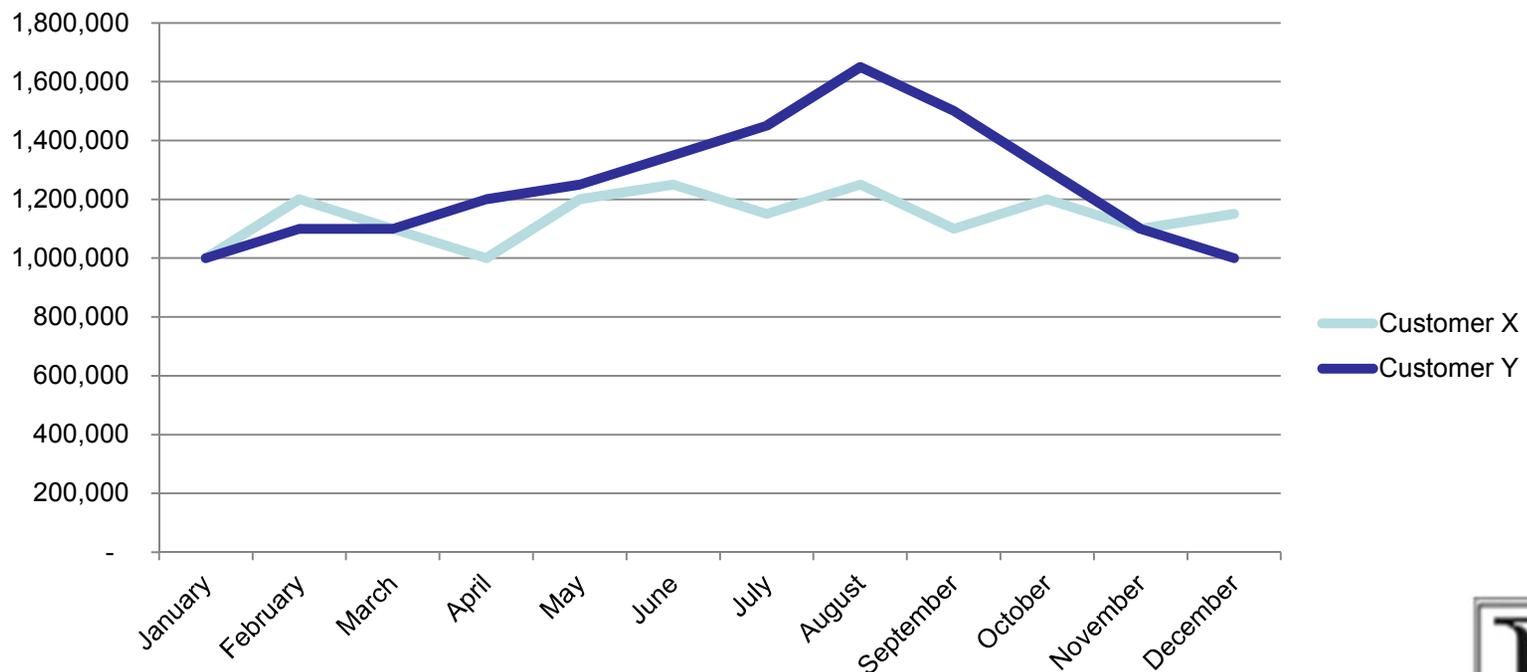
Step 2: Functionalization

- Recognizes Peaking Nature of Utility Systems
- Identifies Functional Nature of Costs
- Based Upon AWWA Described Methodology –
Base/Extra Capacity
 - Base Costs of Service
 - Extra Capacity Costs of Service
 - Customer Costs of Service



Step 3: Cost Allocation

- Recognizes different usage patterns of customer classes



Step 4: Rate Design

- Recovers Cost of Service from Each Class of Customers
- Packaged to Mitigate Financial Impact to Customers



Step 4: Rate Design

- Water Utility
 - Base Fee – Scenario 1

Minimum Bill	Current	2015	2016	2017	2018	2019
Residential 5/8"	\$9.36	\$9.36	\$9.36	\$11.19	\$11.46	\$11.75
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$11.19	\$11.46	\$11.75
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$12.31	\$12.61	\$12.92
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$12.31	\$12.61	\$12.92
1"	\$19.06	\$19.06	\$19.06	\$15.66	\$16.05	\$16.45
1 1/2"	\$30.72	\$30.72	\$30.72	\$20.14	\$20.64	\$21.15
2"	\$45.28	\$45.28	\$45.28	\$32.45	\$33.25	\$34.07
3"	\$74.42	\$74.42	\$74.42	\$123.07	\$126.11	\$129.24
4"	\$147.26	\$147.26	\$147.26	\$156.64	\$160.51	\$164.48
8"	\$616.73	\$616.73	\$616.73	\$324.47	\$332.48	\$340.72



Step 4: Rate Design

- Water Utility
 - Volumetric Charge – Scenario 1

Volumetric Rate (per thousand gallons)	Current	2015	2016	2017	2018	2019
Commercial						
0-748,100	\$1.68	\$1.68	\$1.96	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50
Residential/Irrigation						
0-2,000	\$1.08	\$2.34	\$2.58	\$2.82	\$2.96	\$3.10
2,001-5,985	\$1.08	\$3.84	\$4.08	\$4.32	\$4.46	\$4.60
5,986-12,717	\$2.00	\$5.34	\$5.58	\$5.82	\$5.96	\$6.10
12,718-17,205	\$2.95	\$6.84	\$7.08	\$7.32	\$7.46	\$7.60
Above 17,205	\$3.77	\$8.34	\$8.58	\$8.82	\$8.96	\$9.10



Step 4: Rate Design

- Water Utility
 - Base Fee – Scenario 2

Minimum Bill	Current	2015	2016	2017	2018	2019
Residential 5/8"	\$9.36	\$9.36	\$9.36	\$9.36	\$9.36	\$9.36
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08
1"	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06
1 1/2"	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72
2"	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28
3"	\$74.42	\$74.42	\$74.42	\$74.42	\$74.42	\$74.42
4"	\$147.26	\$147.26	\$147.26	\$147.26	\$147.26	\$147.26
8"	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73



Step 4: Rate Design

- Water Utility
 - Volumetric Charge – Scenario 2

Volumetric Rate (per thousand gallons)	Current	2015	2016	2017	2018	2019
Commercial						
0-748,100	\$1.68	\$1.68	\$1.96	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50
Residential/Irrigation						
0-2,000	\$1.08	\$2.34	\$2.78	\$3.22	\$3.42	\$3.63
2,001-5,985	\$1.08	\$3.84	\$4.28	\$4.72	\$4.92	\$5.13
5,986-12,717	\$2.00	\$5.34	\$5.78	\$6.22	\$6.42	\$6.63
12,718-17,205	\$2.95	\$6.84	\$7.28	\$7.72	\$7.92	\$8.13
Above 17,205	\$3.77	\$8.34	\$8.78	\$9.22	\$9.42	\$9.63



Step 4: Rate Design

- Wastewater Utility

	Current	2015	2016	2017	2018	2019
Minimum Bill	\$14.36	\$14.36	\$14.36	\$14.36	\$14.36	\$14.36
Gallons Included in Minimum:						
Residential	4,488	4,404	3,871	3,316	2,735	2,129
Commercial	2,244	2,202	1,936	1,658	1,368	1,064
Volumetric Rate	\$5.59	\$5.59	\$5.59	\$5.59	\$5.59	\$5.59



Technical Report

CITY OF LEON VALLEY

COST OF SERVICE AND RATE DESIGN STUDY

**FINAL REPORT
AUGUST 25, 2015**



Nelisa Heddin Consulting, LLC
P.O. Box 341855
Lakeway, TX 78734
(512) 589-1028
nheddin@nelisaheddinconsulting.com



September 22, 2015

Mr. David Dimaline
Assistance Director of Public Works
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

Dear Mr. Dimaline,

Nelisa Heddin Consulting (NH Consulting) is pleased to present the City of Leon Valley (City) with a Final Report for a Cost of Service and Rate Design Study for the City's Water and Wastewater Utility. This report details our findings and recommendations. The project team reviewed available data and interviewed City staff to perform a detailed analysis by carefully examining the City's costs. From this exercise, we were able to develop recommendations for the City's water and wastewater rates.

The enclosed report details the methodology utilized by the project team during the course of our analysis and describes our findings and recommendations.

It is a pleasure working with you and your staff. Please feel free to contact the NH Consulting office with any questions or comments regarding this report, at (512) 589-1028.

Sincerely,

A handwritten signature in blue ink, appearing to read 'NH', with a long horizontal flourish extending to the right.

Nelisa Heddin
President

EXECUTIVE SUMMARY	1
COST OF SERVICE ANALYSIS	4
RATE SETTING THEORY	
RATE DESIGN GENERAL COMPONENTS	
WATER UTILITY	9
CITY OF BELTON WATER UTILITY	
WATER PRODUCTION	
WATER CONSUMPTION	
CURRENT RATES	
COST OF SERVICE PROCESS	
WORK PLAN	
STEP 1: REVENUE REQUIREMENT DETERMINATION	
STEP 2: COST FUNCTIONALIZATION	
STEP 3: CUSTOMER COST ALLOCATION	
STEP 4: CUSTOMER GROWTH AND BILLING UNITS	
STEP 5: RATE DESIGN	
WASTEWATER UTILITY	19
CITY OF BELTON WASTEWATER UTILITY	
WASTEWATER SYSTEM	
WASTEWATER CUSTOMER COUNT AND BILLING UNITS	
COST OF SERVICE PROCESS	
WORK PLAN	
STEP 1: REVENUE REQUIREMENT DETERMINATION	
STEP 2: CUSTOMER GROWTH AND BILLING UNITS	
STEP 3: DETERMINATION OF WASTEWATER RATES	

Table of Contents



COST OF SERVICE ANALYSIS

Nelisa Heddin Consulting, LLC (NH Consulting) is pleased to present the City of Leon Valley (City) with the results of a cost of service and rate design study performed for the City's water and wastewater utility.

The City retained NH Consulting to perform a cost of service and rate design study for the City's water and wastewater utility. The study's intent is to achieve a water and wastewater rate structure that will assure equitable and adequate revenues for operations, debt service retirement, capital improvements and bond covenant requirements. Therefore ensuring the utility operates on a self-sustaining basis while considering the economic impact on the City's customers.

The project team has worked closely with City staff to develop revenue requirements and determine the cost of providing service to each of the City's customers. The project team identified that in order to meet future revenue requirements, the City needs to implement future water and wastewater rate increases. The project team developed a transitional plan that includes gradual rate increases over time and will allow the City to slowly transition into rates that will sufficiently cover future revenue requirements. The recommended transitional implementation plan is outlined in Tables 1 through 3.

Table 1: Recommended Water Rates, Scenario 1¹

Minimum Bill	Current	2015	2016	2017	2018	2019
Residential 5/8"	\$9.36	\$9.36	\$9.36	\$11.19	\$11.46	\$11.75
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$11.19	\$11.46	\$11.75
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$12.31	\$12.61	\$12.92
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$12.31	\$12.61	\$12.92
1"	\$19.06	\$19.06	\$19.06	\$15.66	\$16.05	\$16.45
1 1/2"	\$30.72	\$30.72	\$30.72	\$20.14	\$20.64	\$21.15
2"	\$45.28	\$45.28	\$45.28	\$32.45	\$33.25	\$34.07
3"	\$74.42	\$74.42	\$74.42	\$123.07	\$126.11	\$129.24
4"	\$147.26	\$147.26	\$147.26	\$156.64	\$160.51	\$164.48
8"	\$616.73	\$616.73	\$616.73	\$324.47	\$332.48	\$340.72

¹Scenario 1 utilizes a minimum bill that recovers the cost of monthly customer service and billing, and 50% of annual debt service.



COST OF SERVICE ANALYSIS



Volumetric Rate (per thousand gallons)	Current	2015	2016	2017	2018	2019
Commercial						
0-748,100	\$1.68	\$1.68	\$1.96	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50
Residential/Irrigation						
0-2,000	\$1.08	\$2.34	\$2.58	\$2.82	\$2.96	\$3.10
2,001-5,985	\$1.08	\$3.84	\$4.08	\$4.32	\$4.46	\$4.60
5,986-12,717	\$2.00	\$5.34	\$5.58	\$5.82	\$5.96	\$6.10
12,718-17,205	\$2.95	\$6.84	\$7.08	\$7.32	\$7.46	\$7.60
Above 17,205	\$3.77	\$8.34	\$8.58	\$8.82	\$8.96	\$9.10

Table 2: Recommended Water Rates, Scenario 2²

Minimum Bill	Current	2015	2016	2017	2018	2019
Residential 5/8"	\$9.36	\$9.36	\$9.36	\$9.36	\$9.36	\$9.36
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08
1"	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06
1 1/2"	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72
2"	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28
3"	\$74.42	\$74.42	\$74.42	\$74.42	\$74.42	\$74.42
4"	\$147.26	\$147.26	\$147.26	\$147.26	\$147.26	\$147.26
8"	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73

² Scenario 2 assumes the City charge its current minimum bill for water.

COST OF SERVICE ANALYSIS

RATE SETTING THEORY 4

RATE DESIGN GENERAL COMPONENTS..... 6

COST OF SERVICE ANALYSIS

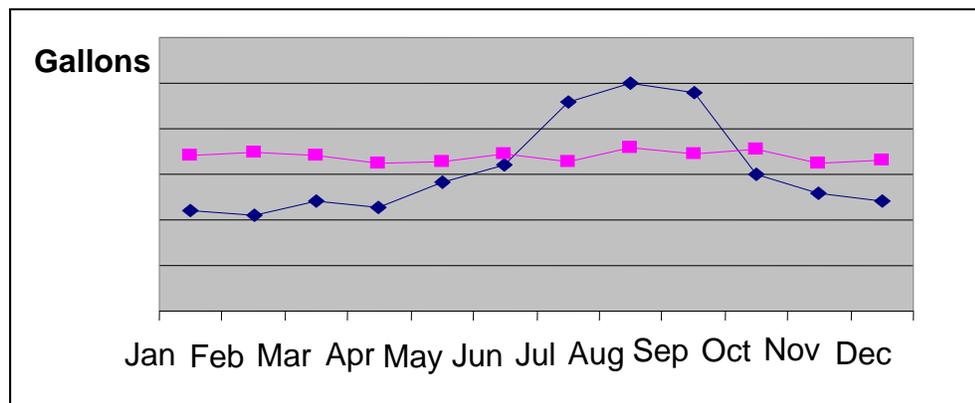
RATE SETTING THEORY

The American Water Works Association (AWWA) sets forth a methodology for rate setting based on cost-of-service principles. The premise of this methodology is to require users to pay the cost incurred by the utility to provide that user with water service.

The water utility infrastructure is created to meet times of peak demand. Although on an annual basis, the average usage of water is at a lower level, the system must meet times of peak usage, such as irrigation in summer months or early mornings when residents are showering, doing laundry and washing dishes. Chapter 290 of the Texas Administrative Code outlines strict guidelines that the water utility must abide by while providing retail water services. These guidelines outline specific requirements for items such as minimal system capacities, to meet these times of peak usage. Thus, the water utility must maintain the infrastructure to meet these requirements. To determine the utilities capacity requirements, one must factor in the number of connections served, the size of each connection, in addition to the usage patterns of those customers. Therefore, even though the utility may have average usage at a certain level, it must have the capacity to serve customers at a greater level in order to meet peaking demands.

Different customer classes utilize water in different manners, thus putting different strains on the utility. Examination of the utility's customer classes while applying a cost-of-service methodology recommended by the AWWA reveals the usage pattern of each class. Figure 1 exhibits different usage patterns for two different types of customers.

Figure 1: Usage Patterns



COST OF SERVICE ANALYSIS



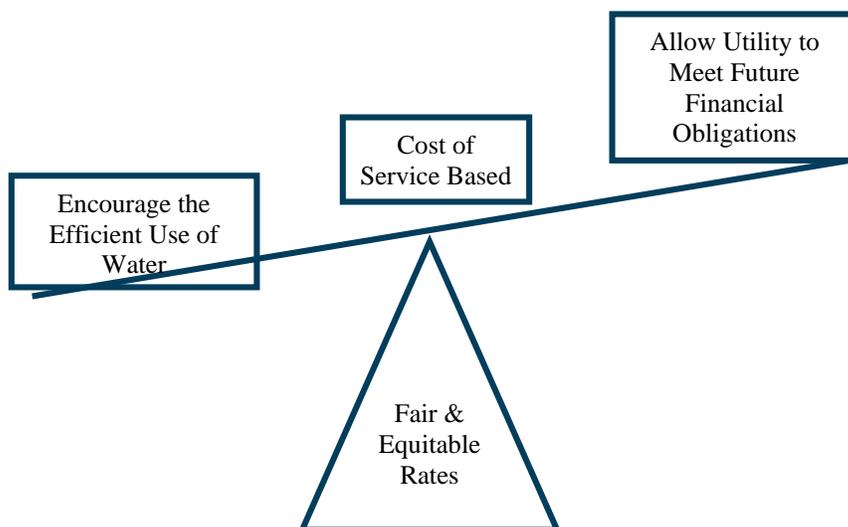
The customers represented by a blue line in Figure 1 show a dramatic peaking pattern in summer months. This peak pattern commonly occurs with customers who, for example irrigate during the summer. The customers represented by a pink line show very little deviation in their month-to-month usage. An example of a customer using water in this manner may be a commercial customer who uses water in a consistent pattern year round.

According to the AWWA, “A water utility is required to supply water in total amounts and at such rates of use desired by the customer. A utility incurs costs in relationship to the various expenditure requirements caused by meeting those customer demands. Since the needs for total volume of supply and peak rates of use vary among customers, the costs to the utility of providing service also vary among customers or classes of customers.” In other words, there are significant cost implications to the ability a utility system must have to meet peaking patterns.

The blue-line customer in Figure 1 has a higher peak to average ratio of water usage. Whereas the pink-line customer has a lower peak to average ratio, even though the total volume used is greater for this customer class. In this example, the utility has to maintain a total system capacity to serve the maximum (or peak) usage of all customers, even though the blue-line customer uses a peak amount of water for 3-months out of the year. There is a significant cost implication to this irregular usage pattern. The rates charged to customers should reflect this cost differential.

RATE DESIGN GENERAL COMPONENTS

During rate analysis, the primary consideration is to determine rates that are fair and equitable among all customers. Rates should recover the cost associated with providing service to each customer from that particular customer. Determining rates that fully achieve this goal involves a detailed analysis of each individual customer's consumption pattern. Since this is an impractical feat for most utility systems, a typical rate design establishment fits average conditions for groups of customers having similar service requirements. When grouping customer classes, one divides customers that utilize water in a similar pattern (such as residential, commercial, apartments and irrigation). Then, analysis of historical usage patterns for each customer grouping and assignment of costs accordingly.



The AWWA emphasizes, “Departure from rates based on cost of service is generally a decision made for political, legal or other reasons. Consideration of rates deviating from cost of service, therefore, is made by politicians, not the rate designer.” In addition, the AWWA states that “when a deviation from cost-related rates is made, the reason for such modification should be explicitly understood so that the responsibility for such deviation is placed on legal and policy-making factors, and the public is not misled into believing that the resulting rates are fully cost-related when they are not.”

It is important to consider when designing and implementing a new rate structure that, while the goal is to get as close as possible to cost of service based rates, with respect for each City's own political environment.

RATE COMPONENTS

Typically, billing of water services are in a structure that consists of a minimum bill and a volumetric component. The intention of the minimum bill is to recover the basic costs associated with providing service to the customer, regardless of the volume of the water utilized. The bill structure usually recovers a high percentage of the utility's fixed costs to ensure the utility some degree of revenue stability. Minimum bills are a fixed monthly fee. The second component of the rates is a volumetric charge. This charge is based on the amount of water utilized by the customer, and may fluctuate based on actual usage.

Minimum Bill

The AWWA provides guidelines for the determination of the minimum bill on a cost basis. Many utilities set their minimum bill based on policy initiatives. The utility may want to use the minimum charge to guarantee a certain percentage of revenue. Another strategy in setting a minimum bill involves providing lifeline rates for customers, where the customer receives a certain amount of water included in the base charge fee. This allows the customer a higher degree of control over their water bill.

There are two (2) primary options available regarding the structure of the minimum bill:

Meter Size – As previously described, the utility is obligated under State Law to maintain system capacity based on the number and size of connections the utility serves. The reasoning is that the larger the meter a customer has, the greater the ability to place a larger demand on the system. Thus, regardless of the amount of water that a customer actually uses, the utility is still required to maintain the capacity to serve that customer based on their meter size.

Accordingly, a minimum bill based on meter size, in which the larger the meter, the higher the bill, recovers the cost the utility incurs due to the potential increased demand placed on the system by that particular customer. The AWWA provides “meter size equivalency factors,” a scale of factors are applied to the base charge for a $\frac{5}{8}$ inch connection to determine the minimum that should be charged to larger connections.

Table 4: Meter Equivalency Ratios.

Meter Size (Inches)	Equivalent Meter & Service Ratio
$\frac{5}{8}$ "	1
$\frac{3}{4}$ "	1.1
1"	1.4
1 $\frac{1}{2}$ "	1.8
2"	2.9
3"	11

Equalized Minimum Bill – The alternative minimum bill structure would be an equalized minimum bill in which all customers pay the same fee, regardless of meter size. This very simple fee structure is easy to understand by the utility’s customers. In addition, most billing systems are able to accommodate this fee structure. However, it may not be equitable among the utility’s customers, depending on that particular utility’s customer base.

Volumetric Rate

The second component of the fee structure is the volumetric rate. The basis for the volumetric fees is the actual volume of water each customer uses each month. The volumetric rates usually recover the variable costs associated with providing water to the utility’s customers as well as a



portion of fixed costs. Utilities also use volumetric rates as a pricing signal to encourage the efficient usage of water. Below are some volumetric rate design options for consideration.

Customer Class – As previously described, different classes of customers utilize water in different ways. Some customers use large amounts of water seasonally for irrigation, while other customers' monthly water use varies only slightly. There is a significant cost implication to different water usage patterns. Those customers who use water irregularly throughout the year, such as those who irrigate, cause the utility's water system to have a higher peaking than those customers who use a consistent amount of water monthly. A case can be made that utilities should classify customers into like groupings (such as residential, commercial, apartments and irrigation) and charge those customers different rates based on their relative usage patterns. The AWWA has outlined a methodology for determining these rates called the Base-Extra Capacity methodology. The basic premise of this methodology is to isolate usage patterns based on customer classifications and allocate costs to those customers based on peaking patterns. While this is a complex task, it is arguably the most equitable means of charging customers for water usage.

The drawback to this methodology is that it is a slightly more complex fee structure that some customers may have difficulty understanding. Prior to implementation, the utility's billing system requires examination to ensure that it is capable of charging customers based on this structure.

Equalized Rate – An alternative to varying volumetric rates based on customer class is to charge all customers the same volumetric rate. This is appropriate for utilities that have a relatively homogenous customer base in which most customers use water in a similar pattern. This rate structure is easy for customers to understand, and usually most billing systems can accommodate equalized rates. The industry recommends that each utility examine its customer base to determine if it is a homogenous group of customers, or if there are customers who use water in different patterns. If the latter is the case, then equalized rates may not be equitable to some customer classifications.

WATER UTILITY

CITY OF LEON VALLEY WATER UTILITY 9

WATER PRODUCTION

WATER CONSUMPTION

CURRENT RATES

COST OF SERVICE PROCESS 11

WORK PLAN

STEP 1: REVENUE REQUIREMENT DETERMINATION

STEP 2: COST FUNCTIONALIZATION

STEP 3: CUSTOMER COST ALLOCATION

STEP 4: CUSTOMER GROWTH AND BILLING UNITS

STEP 5: RATE DESIGN

WATER UTILITY

WATER PRODUCTION

In 2014, the City produced approximately 369 million gallons of water, with a peak day production of 2.15 MG.

Table 5: Historical Water Production (Gallons)

	2012	2013	2014
Total Production	354,597,000	345,086,000	369,411,000
Average Daily Demand	971,499	945,441	1,012,085
Peak Day Demand	1,745,000	2,428,000	2,147,000
Peak to Average Ratio	1.80	2.57	2.12

As emphasized in the previous section, there is a direct correlation between a system's production and peaking patterns and the system's costs. The City's peak to average ratio, as determined by dividing maximum daily production by the average daily production, was 2.12:1 for 2014.

WATER CONSUMPTION

As of December 2014, the City provides water services to 2,546 retail, potable water customers. The City meters all active potable water connections. Annual metered water consumption was approximately 304 million gallons in 2014, as shown in Table 6.

Table 6: Total Customer Count and Consumption (Gallons)

Year	Customers	Consumption
2012	2,522	307,609,200
2013	2,547	305,754,400
2014	2,546	303,907,700

COST OF SERVICE ANALYSIS



CURRENT RATES

Outlined below are the City's current water rates.

Table 7: Current Water Rates

Minimum Bill	Current
Residential 5/8"	\$9.36
Commercial 5/8"	\$12.30
Residential 3/4"	\$13.39
Commercial 3/4"	\$15.08
1"	\$19.06
1 1/2"	\$30.72
2"	\$45.28
3"	\$74.42
4"	\$147.26
8"	\$616.73
Volumetric Rate (per thousand gallons)	Current
Commercial	
0-748,100	\$1.68
Above 748,100	\$1.96
Residential	
0-2,000	\$1.08
2,001-5,985	\$1.08
5,986-12,717	\$2.00
12,718-17,205	\$2.95
Above 17,205	\$3.77



WORK PLAN

In determining water rates, NH Consulting relies upon a methodology described by the American Water Works Association called the Base-Extra Capacity methodology. This methodology approximates the cost associated with serving various classifications of customers.

Essentially, the methodology utilizes a five-step approach:

- Step 1: Revenue Requirement Determination
- Step 2: Cost Functionalization
- Step 3: Customer Cost Allocation
- Step 4: Customer Count and Billing Unit Determination
- Step 5: Rate Design

NH Consulting has performed each of these steps in coordination with City staff. The next sections describe each step along with the results.

STEP 1: REVENUE REQUIREMENT DETERMINATION

BASE YEAR REVENUE REQUIREMENT

WATER FUND

To account for the water utility operations, the City has an Enterprise Fund that accounts for water operational revenues and expenditures. To determine the water utility revenue requirements, NH Consulting relied on the City's budgeted and historical actual expenditures within the Water Enterprise Fund as a starting point.

SYSTEM EXPENDITURES

A base year estimate of costs helps to determine the City's future revenue requirements. This cost estimate is reflective of the normal operation of the water utility, and adjusted for known and measurable changes into the future. NH Consulting used the FYE2015 budget as the Test Year for the revenue requirement phase of the study. A comparison of the budget to the audited financial statements FYE2011, FYE2012, FYE2013, and estimated FYE2014 shows that the FYE2015 Budget provides a conservative estimate of the revenues and expenses associated with the operation of the water utility.

REVENUE OFFSETS

In order to isolate the revenues required by rates from all customers, it was necessary to capture all revenue offsets and remove the corresponding dollar amount from the gross revenue requirement to determine the net revenue requirement. Revenue offsets are items such as late fees and interest income that offset the City's expense.

COST OF SERVICE ANALYSIS



BASE YEAR REVENUE REQUIREMENT

The base year total revenue requirement determined by the project team for the water/wastewater utility for FYE 2015 was \$2,108,486.

FIVE-YEAR REVENUE REQUIREMENT

INFLATION

NH Consulting accounted for inflationary influences on annual expenditures by applying a 3% annual inflation rate for most expenditure categories in developing the five-year revenue requirement.

VARIABLE COSTS

Electricity expense was determined using a variable cost analysis. NH Consulting determined the actual cost per thousand gallons for the previous year, and applied that cost, plus inflation, to projected water production in the future.

CAPITAL IMPROVEMENT FUNDING

NH Consulting worked with City staff to identify a recommended funding plan for the capital improvement projects, which are critical and necessary for the city's water utility. Table 7 below outlines the City's future CIP projects that would be funded through a future debt issuance. NH Consulting assumed the City would issue new debt in 2016, with the first payment due on the new debt during FY2017.

Table 8: Capital Improvements Plan, Water Utility

COST OF SERVICE ANALYSIS



Water CIP	2015	2016	2017	2018	2019
New Wells			\$1,650,000		
	\$-	\$-	\$1,650,000	\$-	\$-

REVENUE OFFSETS

Revenue-offset projections remained constant throughout the study period, for the benefit of conservative estimations.

FIVE-YEAR REVENUE REQUIREMENT

Table 9 outlines the five-year revenue requirement for the Water Utility. Schedule 1 shows each line item with details.

Table 9: Water Utility Five-Year Revenue Requirement.

	2015	2016	2017	2018	2019
Water Utility Revenue Requirement	\$1,025,954	\$1,061,880	\$1,210,998	\$1,246,939	\$1,284,060

STEP 2: COST FUNCTIONALIZATION

BACKGROUND ON COST FUNCTIONALIZATION

The American Water Works Association (“AWWA”) and the Texas Commission on Environmental Quality (“TCEQ”) have accepted the base-extra capacity methodology and it is commonly used in the water utility industry. This is a methodology of functionalization, allocating costs to service functions, and distributing costs to customer classes. It recognizes the differences in the cost of providing service due to variations in average rate of use and peak rate of use by a customer class. This method also distinguishes the effects of system diversity on costs. Generally, the three components of costs include:

- Base Costs
- Extra-Capacity Costs
- Customer Billing Costs

Base costs fluctuate with the total amount of water taken under average operating conditions. Extra-capacity costs are those costs incurred that are above the average operating conditions and are necessary to support peaking conditions. Customer billing costs are those costs associated with serving customers, such as meter reading and billing.

COST FUNCTIONALIZATION ANALYSIS

The project team thoroughly analyzed The City's cost structure and functionalized the costs into appropriate categories. Table 10 presents the cost functionalization for the five-year study period.

Table 10: Cost Functionalization.

	2015	2016	2017	2018	2019
Base Costs	\$298,383	\$395,832	\$463,790	\$478,378	\$493,506
Extra-Capacity Costs	413,535	342,269	413,391	424,406	435,751
Customer Costs	<u>314,035</u>	<u>323,780</u>	<u>333,817</u>	<u>344,154</u>	<u>354,802</u>
Total	\$1,025,954	\$1,061,880	\$1,210,998	\$1,246,939	\$1,284,060

STEP 3: CUSTOMER COST ALLOCATION

CUSTOMER COST ALLOCATION BACKGROUND

The establishment of customer classes is important in setting equitable rates, so that costs designated for each class are appropriate. A customer class should include only those customers who:

- a. Are in similar location in relation to the utility;
- b. Use the same or similar facilities of the utility;
- c. Receive similar service from the utility;
- d. Place similar demands on the utility.

The objective of the distribution of costs to customer groups is to avoid cross-subsidization (inequities between customer classes). With this objective in mind, it is imperative to weigh all differences in service commitment and service requirements when determining the customer classes.

Once all appropriate customer classifications have been determined, the next step is to analyze usage patterns for each customer class. Usage analysis includes evaluating the average and peak usage for each customer class. Finally, the cost allocation to customer classes, based on relative usage patterns, is completed.

In analyzing the City's customers and historical use, NH Consulting finds that the City's customers are relatively homogenous in nature in terms of peaking patterns and costs of service. As a result, the project team recommends the City continue to charge residential and commercial customers an equal volumetric rate.

COST OF SERVICE ANALYSIS



STEP 4: CUSTOMER GROWTH AND BILLING UNITS

CUSTOMER GROWTH

Population projections for a City should reasonably reflect anticipated future conditions within the City. In light of the City's historical growth, the project team assumed residential customers will increase at a rate of 5 new customers per year. In addition, commercial customer count increased to reflect the pending apartment applications for service.

Table 11: Projected Customer Count.

	Dec-14	2015	2016	2017	2018	2019
Residential	2,257	2,262	2,267	2,272	2,277	2,282
Commercial	262	262	286	286	286	286
No Charge	1	1	1	1	1	1
Irrigation	<u>26</u>	<u>26</u>	<u>26</u>	<u>26</u>	<u>26</u>	<u>26</u>
	2,546	2,551	2,580	2,585	2,590	2,595

BILLING UNIT PROJECTION

To anticipate usage for each customer classification requires an examination of historical billing units, also known as water consumption, to find the “normal” pattern for each class. Through a “normalized” average usage, per connection, per month, then multiplying the usage by the projected customer count, results in the estimated billing units and consumption. NH Consulting reviewed the water consumption data for each customer class for the three years prior to 2014.

Table 12: Projected Water Consumption (Gallons).

	2014	2015	2016	2017	2018	2019
Residential	184,603,000	184,984,902	185,393,657	185,802,412	186,211,167	186,619,923
Commercial	104,186,700	104,138,172	112,272,912	112,272,912	112,272,912	112,272,912
No Charge	185,000	185,000	185,000	185,000	185,000	185,000
Irrigation	<u>14,933,000</u>	<u>8,614,690</u>	<u>8,614,690</u>	<u>8,614,690</u>	<u>8,614,690</u>	<u>8,614,690</u>
	303,907,700	297,922,764	306,466,258	306,875,014	307,283,769	307,692,524

STEP 5: RATE DESIGN

There are many different rate design options regarding water rate development, however, the goal is to provide a fair and equitable rate for all customer classes, mitigate “rate-shock” on the City's customers and allow for the water utility to operate and remain self sufficient.

MINIMUM BILL

In order to allow the City to thoroughly evaluate its options, NH Consulting has developed two different scenarios for the determination of the water utility minimum bill and volumetric rate.

- Scenario 1 – The minimum bill for Scenario 1 recovers the City’s customer costs of service and 50% of the annual debt service for the City.
- Scenario 2 – Scenario 2 assumes the City will leave the minimum bill at the currently adopted rate, and additional revenues would be recovered through the volumetric rate.

VOLUMETRIC RATE

The volumetric rates for the City have been designed to recover revenue requirements not otherwise recovered through the base charge. The project team makes the following recommendations with regard to changes to the volumetric rates:

1. Commercial customers are no longer charged a tiered rate structure. Tiered rate structures applied to commercial customers subject larger businesses or high volume users to higher rates, which is not necessarily equitable and is not reflective of generally accepted cost of service principles.
2. Customers having an irrigation meter would be charged the same volumetric rates as residential customers.
3. The residential/irrigation tiered rates have been changed slightly from historical rates in the following manner:
 - a. An additional rate tier has been added for usage less than 2,000 gallons in order to provide a “life-line” rate for basic indoor domestic use.
 - b. Aside from the 0-2,000 gallon tier, all other tiers have been adjusted to be consistent with the tiers charged by SAWS.

Table 13: Recommended Water Rates – Scenario 1

Minimum Bill	Current	2015	2016	2017	2018	2019
Residential 5/8"	\$9.36	\$9.36	\$9.36	\$11.19	\$11.46	\$11.75
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$11.19	\$11.46	\$11.75
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$12.31	\$12.61	\$12.92
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$12.31	\$12.61	\$12.92
1"	\$19.06	\$19.06	\$19.06	\$15.66	\$16.05	\$16.45
1 1/2"	\$30.72	\$30.72	\$30.72	\$20.14	\$20.64	\$21.15
2"	\$45.28	\$45.28	\$45.28	\$32.45	\$33.25	\$34.07
3"	\$74.42	\$74.42	\$74.42	\$123.07	\$126.11	\$129.24
4"	\$147.26	\$147.26	\$147.26	\$156.64	\$160.51	\$164.48
8"	\$616.73	\$616.73	\$616.73	\$324.47	\$332.48	\$340.72

COST OF SERVICE ANALYSIS



Volumetric Rate (per thousand gallons)	Current	2015	2016	2017	2018	2019
Commercial						
0-748,100	\$1.68	\$1.68	\$1.96	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50
Residential/Irrigation						
0-2,000	\$1.08	\$2.34	\$2.58	\$2.82	\$2.96	\$3.10
2,001-5,985	\$1.08	\$3.84	\$4.08	\$4.32	\$4.46	\$4.60
5,986-12,717	\$2.00	\$5.34	\$5.58	\$5.82	\$5.96	\$6.10
12,718-17,205	\$2.95	\$6.84	\$7.08	\$7.32	\$7.46	\$7.60
Above 17,205	\$3.77	\$8.34	\$8.58	\$8.82	\$8.96	\$9.10

Table 14: Recommended Water Rates – Scenario 2

Minimum Bill	Current	2015	2016	2017	2018	2019
Residential 5/8"	\$9.36	\$9.36	\$9.36	\$9.36	\$9.36	\$9.36
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08
1"	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06
1 1/2"	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72
2"	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28
3"	\$74.42	\$74.42	\$74.42	\$74.42	\$74.42	\$74.42
4"	\$147.26	\$147.26	\$147.26	\$147.26	\$147.26	\$147.26
8"	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73
Volumetric Rate (per thousand gallons)	Current	2015	2016	2017	2018	2019
Commercial						
0-748,100	\$1.68	\$1.68	\$1.96	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50
Residential/Irrigation						
0-2,000	\$1.08	\$2.34	\$2.78	\$3.22	\$3.42	\$3.63
2,001-5,985	\$1.08	\$3.84	\$4.28	\$4.72	\$4.92	\$5.13
5,986-12,717	\$2.00	\$5.34	\$5.78	\$6.22	\$6.42	\$6.63
12,718-17,205	\$2.95	\$6.84	\$7.28	\$7.72	\$7.92	\$8.13
Above 17,205	\$3.77	\$8.34	\$8.78	\$9.22	\$9.42	\$9.63

WASTEWATER UTILITY

WASTEWATER UTILITY19

WASTEWATER SYSTEM

WASTEWATER CUSTOMER COUNT AND BILLING
UNITS

COST OF SERVICE PROCESS20

WORK PLAN

STEP 1: REVENUE REQUIREMENT DETERMINATION

STEP 2: CUSTOMER GROWTH AND BILLING UNITS

STEP 3: DETERMINATION OF WASTEWATER RATES

WASTEWATER SYSTEM

Wastewater System

The City of Leon Valley's wastewater system provides service to approximately 2,451 customers. The City collects wastewater from its retail customers, and has SAWS provide treatment services.

Wastewater Customers and Billing Units

As of December 2014, the City had 2,451 wastewater connections. As wastewater is not typically metered, and for many residential customers, a portion of their water use is for outdoor irrigation purposes, their water use is not necessarily representative of what is coming back to the system as wastewater. As a result, it is necessary to employ a methodology for reasonably estimating wastewater use based on water consumption for residential customers. The City utilizes a winter averaging methodology for estimating residential wastewater use; this methodology is consistent with industry best practice and should be continued to be utilized by the City.

Generally commercial customers are not irrigating, thus, their water use also comes back to the system as wastewater. For that reason, commercial customer billing uses water consumption as a foundation for wastewater billing.

Table 15 below illustrates the historical wastewater billing based on the City's current policy.

Table 15 - Historical Wastewater Consumption.

Year	Customers	Consumption
2011	4,521	619,036,500
2012	4,654	577,973,050
2013	4,802	562,270,618

CURRENT RATES

The City currently bills all customers a minimum charge of \$14.36 per month, with 4,488 gallons of use for residential customers and 2,244 gallons of use for commercial customers. The current volumetric rate is \$5.59.



WASTEWATER SYSTEM



WORK PLAN

The determination of wastewater rates is somewhat simpler as the wastewater utility is not subject to the same influences of peaking as the water utility.

NH Consulting utilized a three-step approach to determining the wastewater rates:

- Step 1: Revenue Requirement Determination
- Step 2: Customer Count and Billing Unit Determination
- Step 3: Rate Design

NH Consulting has performed each of these steps in coordination with City staff; below shows the description and results of each step.

STEP 1: REVENUE REQUIREMENT DETERMINATION

BASE YEAR REVENUE REQUIREMENT

WASTEWATER FUND

To account for the wastewater utility operations, the City has an Enterprise Fund that accounts for wastewater operational revenues and expenditures. NH Consulting relied on the City's budgeted and historical actual expenditures within the Enterprise Fund as a starting point for the determination of the Wastewater Utility Revenue Requirements.

SYSTEM EXPENDITURES

A base year estimate of costs helps to determine the City's future revenue requirements. This cost estimate is reflective of the normal operation of the water utility, and adjusted for known and measurable changes into the future. NH Consulting used the FYE2015 budget as the Test Year for the revenue requirement phase of the study. A comparison of the budget to the audited financial statements FYE2011, FYE2012, FYE2013, and estimated FYE2014 shows that the FYE2015 Budget provides a conservative estimate of the revenues and expenses associated with the operation of the water utility.

REVENUE OFFSETS

In order to isolate the revenues required by rates from all customers, it was necessary to capture all revenue offsets and remove the corresponding dollar amount from the gross revenue requirement to determine the net revenue requirement. Revenue offsets are items such as late fees and interest income that offset the City's expense.

BASE YEAR REVENUE REQUIREMENT

The base year total revenue requirement determined by the project team for the wastewater utility for FYE 2015 was \$1,082,533.

WASTEWATER SYSTEM



FIVE-YEAR REVENUE REQUIREMENT

INFLATION

NH Consulting accounted for inflationary influences on annual expenditures by applying a 3% annual inflation rate for most expenditure categories in developing the five-year revenue requirement.

VARIABLE COSTS

Wastewater treatment costs were determined using a variable cost analysis. NH Consulting determined the actual cost per thousand gallons for the previous year, and applied that cost, plus inflation, to projected wastewater use in the future.

REVENUE OFFSETS

Revenue-offset projections remained constant throughout the study period, for the benefit of conservative estimations.

FIVE-YEAR REVENUE REQUIREMENT

Table 16 outlines the five-year revenue requirement for the Wastewater Utility. The details of each line item are in Schedule 2.

Table 16: Wastewater Utility Five-Year Revenue Requirement.

	2015	2016	2017	2018	2019
Wastewater Utility Revenue Requirement	\$1,082,533	\$1,167,770	\$1,257,095	\$1,350,709	\$1,448,822

STEP 2: CUSTOMER GROWTH AND BILLING UNITS

CUSTOMER GROWTH

The project team worked with City staff to develop reasonable growth projections for the wastewater utility.

Table 17: Wastewater Customer Count Projection.

	2015	2016	2017	2018	2019
Customers	2,456	2,461	2,466	2,471	2,476

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 1
 Water Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
Expenses							
Business Office							
PERSONNEL SERVICES							
5200-510.01 Salaries	\$ 182,852	\$ 188,338	\$ 193,988	\$ 199,808	\$ 205,802	3%	
5200-510.02 Retirement Plan	30,836	31,761	32,713	33,695	34,706	3%	
5200-510.03 Group Insurance	16,464	16,958	17,466	17,990	18,530	3%	
5200-510.04 Workers Compensation	420	433	446	459	473	3%	
5200-510.05 Liability Insurance	2,541	2,617	2,696	2,776	2,860	3%	
5200-510.06 Physical Examinations	-	-	-	-	-	3%	
5200-510.07 Unemployment Compensation	-	-	-	-	-	3%	
5200-510.09 Overtime	-	-	-	-	-	3%	
5200-510.10 Social Security	13,873	14,289	14,718	15,159	15,614	3%	
5200-510.11 Clothing Allowance	-	-	-	-	-	3%	
5200-510.12 Car Allowance	1,559	1,605	1,654	1,703	1,754	3%	
5200-510.13 Stand-By	-	-	-	-	-	3%	
5200-510.14 Other Benefits	1,908	1,965	2,024	2,085	2,148	3%	
5200-510.15 Special Pay	446	459	473	487	502	3%	
5200-510.20 Holiday Pay	-	-	-	-	-	3%	
5200-510.21 Longevity Pay	1,229	1,266	1,304	1,343	1,384	3%	
5200-510.22 COLA	-	-	-	-	-	3%	
5200-510.23 One time	-	-	-	-	-	3%	
TOTAL PERSONNEL SERVICES	\$ 252,128	\$ 259,691	\$ 267,482	\$ 275,507	\$ 283,772		
SUPPLIES							
5200-520.01 Office Supplies	\$ 162	\$ 167	\$ 172	\$ 177	\$ 183	3%	
5200-520.02 Operating Supplies	6,942	7,151	7,365	7,586	7,814	3%	
5200-520.03 Repairs & Maintenance-Inte	-	-	-	-	-	3%	
5200-520.04 Miscellaneous Supplies	13	13	14	14	15	3%	
5200-520.05 Bad Debt Expense	-	-	-	-	-	3%	
TOTAL SUPPLIES	\$ 7,118	\$ 7,331	\$ 7,551	\$ 7,778	\$ 8,011		
CONTRACTUAL SERVICES							
5200-530.01 Professional Services	\$ 27,434	\$ 28,257	\$ 29,104	\$ 29,977	\$ 30,877	3%	
5200-530.02 Contractual Services	-	-	-	-	-	3%	
5200-530.03 Utilities-Telephone	1,245	1,282	1,321	1,361	1,401	3%	
5200-530.04 Utilities-Gas, Water, Elec	940	968	997	1,027	1,058	3%	
5200-530.05 Printing	1,276	1,314	1,353	1,394	1,436	3%	
5200-530.06 Advertising	-	-	-	-	-	3%	

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 1
 Water Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
5200-530.07 Repairs & Maintenance-Exte	-	-	-	-	-	3%	
5200-530.08 Equipment Rental	-	-	-	-	-	3%	
5200-530.09 Travel	-	-	-	-	-	3%	
5200-530.10 Memberships, Dues, & Licen	-	-	-	-	-	3%	
5200-530.11 Subscriptions to Publicati	-	-	-	-	-	3%	
TOTAL CONTRACTUAL SERVICES	\$ 30,894	\$ 31,821	\$ 32,776	\$ 33,759	\$ 34,772		
CAPITAL OUTLAY							
5200-540.01 Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5200-540.21 Other Machinery & Equipmen	-	-	-	-	-	3%	
5200-540.51 Improvements Other Than Bu	-	-	-	-	-	3%	
TOTAL CAPITAL OUTLAY	\$ -						
TOTAL Business Office	\$ 290,140	\$ 298,844	\$ 307,809	\$ 317,044	\$ 326,555		
Water System							
PERSONNEL SERVICES							
5310-510.01 Salaries	\$ 213,142	\$ 219,536	\$ 226,122	\$ 232,906	\$ 239,893	3%	
5310-510.02 Retirement Plan	38,647	39,806	41,001	42,231	43,498	3%	
5310-510.03 Group Insurance	35,363	36,424	37,517	38,642	39,801	3%	
5310-510.04 Workers Compensation	6,097	6,280	6,468	6,662	6,862	3%	
5310-510.05 Liability Insurance	9,099	9,372	9,653	9,943	10,241	3%	
5310-510.06 Physical Examinations	-	-	-	-	-	3%	
5310-510.07 Unemployment Compensation	-	-	-	-	-	3%	
5310-510.09 Overtime	12,000	12,360	12,731	13,113	13,506	3%	
5310-510.10 Social Security	18,302	18,851	19,417	19,999	20,599	3%	
5310-510.11 Clothing Allowance	-	-	-	-	-	3%	
5310-510.12 Car Allowance	-	-	-	-	-	3%	
5310-510.13 Stand-By	6,500	6,695	6,896	7,103	7,316	3%	
5310-510.15 Special Pay	3,744	3,856	3,972	4,091	4,214	3%	
5310-510.16 Certification Pay	-	-	-	-	-	3%	
5310-510.20 Holiday Pay	-	-	-	-	-	3%	
5310-510.21 Longevity Pay	3,858	3,974	4,093	4,216	4,342	3%	
5310-510.22 COLA	-	-	-	-	-	3%	
5310-510.23 One time	-	-	-	-	-	3%	
TOTAL PERSONNEL SERVICES	\$ 346,752	\$ 357,155	\$ 367,869	\$ 378,905	\$ 390,272		
SUPPLIES							

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 1
 Water Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
5310-520.01 Office Supplies	\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688	3%	
5310-520.02 Operating Supplies	60,000	61,800	63,654	65,564	67,531	3%	
5310-520.03 Repairs & Maintenance-Inte	13,000	13,390	13,792	14,205	14,632	3%	
5310-520.04 Miscellaneous Supplies	3,000	3,090	3,183	3,278	3,377	3%	
5310-520.05 Water Conservation Program	-	-	-	-	-	3%	
TOTAL SUPPLIES	\$ 77,500	\$ 79,825	\$ 82,220	\$ 84,686	\$ 87,227		
CONTRACTUAL SERVICES							
5310-530.01 Professional Services	\$ 27,000	\$ 27,810	\$ 28,644	\$ 29,504	\$ 30,389	3%	
5310-530.02 Contractual Services	158,800	163,564	168,471	173,525	178,731	3%	
5310-530.03 Utilities-Telephone	10,080	10,382	10,694	11,015	11,345	3%	
5310-530.04 Utilities-Gas, Water, Elec	81,649	88,190	92,723	97,489	102,499		Based on variable cost analysis
5310-530.05 Printing	2,000	2,060	2,122	2,185	2,251	3%	
5310-530.06 Advertising	1,000	1,030	1,061	1,093	1,126	3%	
5310-530.07 Repairs & Maintenance-Exte	64,000	65,920	67,898	69,935	72,033	3%	
5310-530.08 Equipment Rental	-	-	-	-	-	3%	
5310-530.09 Travel	1,750	1,803	1,857	1,912	1,970	3%	
5310-530.10 Memberships, Dues, & Licen	500	515	530	546	563	3%	
5310-530.11 Subscriptions to Publicat	-	-	-	-	-	3%	
5310-530.12 Groundwater Protection	-	-	-	-	-	3%	
TOTAL CONTRACTUAL SERVICES	\$ 346,779	\$ 361,274	\$ 373,999	\$ 387,203	\$ 400,905		
CAPITAL OUTLAY							
5310-540.01 Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5310-540.11 Vehicles	-	-	-	-	-	3%	
5310-540.21 Other Machinery & Equipmen	-	-	-	-	-	3%	
5310-540.31 Land	-	-	-	-	-	3%	
5310-540.32 Water Rights	-	-	-	-	-	3%	
Surrogate Debt	-	-	114,317	114,317	114,317		
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ 114,317	\$ 114,317	\$ 114,317		
TOTAL Water System	\$ 771,031	\$ 798,253	\$ 938,405	\$ 965,112	\$ 992,722		
Sewer System							
PERSONNEL SERVICES							
5320-510.01 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5320-510.02 Retirement Plan	-	-	-	-	-	3%	

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 1
 Water Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
5320-510.03 Group Insurance	-	-	-	-	-	3%	
5320-510.04 Workers Compensation	-	-	-	-	-	3%	
5320-510.05 Liability Insurance	-	-	-	-	-	3%	
5320-510.06 Physical Examinations	-	-	-	-	-	3%	
5320-510.07 Unemployment Compensation	-	-	-	-	-	3%	
5320-510.09 Overtime	-	-	-	-	-	3%	
5320-510.10 Social Security	-	-	-	-	-	3%	
5320-510.11 Clothing Allowance	-	-	-	-	-	3%	
5320-510.12 Car Allowance	-	-	-	-	-	3%	
5320-510.13 Stand-By	-	-	-	-	-	3%	
5320-510.15 Special Pay	-	-	-	-	-	3%	
5320-510.16 Certification Pay	-	-	-	-	-	3%	
5320-510.20 Holiday Pay	-	-	-	-	-	3%	
5320-510.21 Longevity Pay	-	-	-	-	-	3%	
5320-510.22 COLA	-	-	-	-	-	3%	
5320-510.23 One time	-	-	-	-	-	3%	
TOTAL PERSONNEL SERVICES	\$ -						
SUPPLIES							
5320-520.01 Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5320-520.02 Operating Supplies	-	-	-	-	-	3%	
5320-520.03 Repairs & Maintenance-Inte	-	-	-	-	-	3%	
5320-520.04 Miscellaneous Supplies	-	-	-	-	-	3%	
TOTAL SUPPLIES	\$ -						
CONTRACTUAL SERVICES							
5320-530.01 Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5320-530.02 Contractual Services	-	-	-	-	-	3%	
5320-530.03 Utilities-Telephone	-	-	-	-	-	3%	
5320-530.04 Utilities-Gas, Water, Elec	-	-	-	-	-	3%	
5320-530.05 Printing	-	-	-	-	-	3%	
5320-530.06 Advertising	-	-	-	-	-	3%	
5320-530.07 Repairs & Maintenance-Exte	-	-	-	-	-	3%	
5320-530.08 Equipment Rental	-	-	-	-	-	3%	
5320-530.09 Travel	-	-	-	-	-	3%	
5320-530.10 Memberships, Dues, & Licen	-	-	-	-	-	3%	
5320-530.11 Subscriptions to Publicati	-	-	-	-	-	3%	
5320-530.22 Sewer Surcharge	-	-	-	-	-	3%	

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 1
 Water Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
TOTAL CONTRACTUAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -		
CAPITAL OUTLAY							
5320-540.01 Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5320-540.11 Vehicles	-	-	-	-	-	3%	
5320-540.21 Other Machinery & Equipmen	-	-	-	-	-	3%	
5320-540.31 Land	-	-	-	-	-	3%	
Surrogate Debt	-	-	-	-	-	3%	
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL Sewer System	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL EXPENSE	\$ 1,061,171	\$ 1,097,097	\$ 1,246,215	\$ 1,282,156	\$ 1,319,277		

Revenues							
MISCELLANEOUS							
44010 Interest Income	\$ 365	\$ 365	\$ 365	\$ 365	\$ 365		
44015 Miscellaneous Income	12,768	12,768	12,768	12,768	12,768		
44020 Sale of Surplus Property	-	-	-	-	-		
44030 Impact Fees	-	-	-	-	-		
44031 Sprint Tower Lease	-	-	-	-	-		
TOTAL MISCELLANEOUS	\$ 13,132	\$ 13,132	\$ 13,132	\$ 13,132	\$ 13,132		
WATER SALES							
45010 Metered Water Sales	\$ -	\$ -	\$ -	\$ -	\$ -		
45020 Edwards Aquifer Fee	-	-	-	-	-		
45030 Bulk Water Sales	1,000	1,000	1,000	1,000	1,000		
45033 Water Supply Fee	-	-	-	-	-		
45034 Storm Water Fee	-	-	-	-	-		
45035 Storm Water-SAWS Billing	-	-	-	-	-		
TOTAL WATER SALES	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000		
SEWER SALES							
46010 Sewer Sales - SAWS	\$ -	\$ -	\$ -	\$ -	\$ -		
46011 Sewer - surcharge	-	-	-	-	-		
46012 Storm Water Sales-SAWS	-	-	-	-	-		

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 1
 Water Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
TOTAL SEWER SALES	\$ -	\$ -	\$ -	\$ -	\$ -		
CONNECTION & PLATTING							
47020 Connection Fees	\$ 912	\$ 912	\$ 912	\$ 912	\$ 912		
47030 Pro Rata Fees	-	-	-	-	-		
TOTAL CONNECTION & PLATTING	\$ 912	\$ 912	\$ 912	\$ 912	\$ 912		
CUSTOMER FEES							
48030 Customer Penalties	\$ 11,965	\$ 11,965	\$ 11,965	\$ 11,965	\$ 11,965		
48035 Storm Water Penalty	-	-	-	-	-		
48040 Customer Disconnection Fees	2,371	2,371	2,371	2,371	2,371		
TOTAL CUSTOMER FEES	\$ 14,336	\$ 14,336	\$ 14,336	\$ 14,336	\$ 14,336		
TAPPING FEES							
49020 Water Tap Fees	\$ 5,472	\$ 5,472	\$ 5,472	\$ 5,472	\$ 5,472		
49021 Sewer Tap Fees	365	365	365	365	365		
TOTAL TAPPING FEES	\$ 5,837	\$ 5,837	\$ 5,837	\$ 5,837	\$ 5,837		
TOTAL REVENUE OFFSETS	\$ 35,217						
Total Revenue Requirement	\$ 1,025,954	\$ 1,061,880	\$ 1,210,998	\$ 1,246,939	\$ 1,284,060		

TRUE

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 2
 Wastewater Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
Expenses							
Business Office							
PERSONNEL SERVICES							
5200-510.01 Salaries	\$ 176,112	\$ 181,395	\$ 186,837	\$ 192,442	\$ 198,215	3%	
5200-510.02 Retirement Plan	29,699	30,590	31,508	32,453	33,426	3%	
5200-510.03 Group Insurance	15,857	16,333	16,823	17,327	17,847	3%	
5200-510.04 Workers Compensation	405	417	429	442	456	3%	
5200-510.05 Liability Insurance	2,447	2,521	2,596	2,674	2,754	3%	
5200-510.06 Physical Examinations	-	-	-	-	-	3%	
5200-510.07 Unemployment Compensation	-	-	-	-	-	3%	
5200-510.09 Overtime	-	-	-	-	-	3%	
5200-510.10 Social Security	13,362	13,762	14,175	14,601	15,039	3%	
5200-510.11 Clothing Allowance	-	-	-	-	-	3%	
5200-510.12 Car Allowance	1,501	1,546	1,593	1,640	1,690	3%	
5200-510.13 Stand-By	-	-	-	-	-	3%	
5200-510.14 Other Benefits	1,838	1,893	1,950	2,008	2,069	3%	
5200-510.15 Special Pay	429	442	455	469	483	3%	
5200-510.20 Holiday Pay	-	-	-	-	-	3%	
5200-510.21 Longevity Pay	1,184	1,219	1,256	1,294	1,333	3%	
5200-510.22 COLA	-	-	-	-	-	3%	
5200-510.23 One time	-	-	-	-	-	3%	
TOTAL PERSONNEL SERVICES	\$ 242,834	\$ 250,119	\$ 257,622	\$ 265,351	\$ 273,311		
SUPPLIES							
5200-520.01 Office Supplies	\$ 156	\$ 161	\$ 166	\$ 171	\$ 176	3%	
5200-520.02 Operating Supplies	6,687	6,887	7,094	7,307	7,526	3%	
5200-520.03 Repairs & Maintenance-Inte	-	-	-	-	-	3%	
5200-520.04 Miscellaneous Supplies	13	13	13	14	14	3%	
5200-520.05 Bad Debt Expense	-	-	-	-	-	3%	
TOTAL SUPPLIES	\$ 6,856	\$ 7,061	\$ 7,273	\$ 7,491	\$ 7,716		
CONTRACTUAL SERVICES							
5200-530.01 Professional Services	\$ 26,422	\$ 27,215	\$ 28,031	\$ 28,872	\$ 29,739	3%	
5200-530.02 Contractual Services	-	-	-	-	-	3%	
5200-530.03 Utilities-Telephone	1,199	1,235	1,272	1,310	1,350	3%	
5200-530.04 Utilities-Gas, Water, Elec	905	932	960	989	1,019	3%	
5200-530.05 Printing	1,229	1,265	1,303	1,342	1,383	3%	
5200-530.06 Advertising	-	-	-	-	-	3%	

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 2
 Wastewater Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
5200-530.07 Repairs & Maintenance-Exte	-	-	-	-	-	3%	
5200-530.08 Equipment Rental	-	-	-	-	-	3%	
5200-530.09 Travel	-	-	-	-	-	3%	
5200-530.10 Memberships, Dues, & Licen	-	-	-	-	-	3%	
5200-530.11 Subscriptions to Publicati	-	-	-	-	-	3%	
TOTAL CONTRACTUAL SERVICES	\$ 29,755	\$ 30,648	\$ 31,567	\$ 32,514	\$ 33,490		
CAPITAL OUTLAY							
5200-540.01 Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5200-540.21 Other Machinery & Equipmen	-	-	-	-	-	3%	
5200-540.51 Improvements Other Than Bu	-	-	-	-	-	3%	
TOTAL CAPITAL OUTLAY	\$ -						
TOTAL Business Office	\$ 279,444	\$ 287,828	\$ 296,463	\$ 305,356	\$ 314,517		
Water System							
PERSONNEL SERVICES							
5310-510.01 Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5310-510.02 Retirement Plan	-	-	-	-	-	3%	
5310-510.03 Group Insurance	-	-	-	-	-	3%	
5310-510.04 Workers Compensation	-	-	-	-	-	3%	
5310-510.05 Liability Insurance	-	-	-	-	-	3%	
5310-510.06 Physical Examinations	-	-	-	-	-	3%	
5310-510.07 Unemployment Compensation	-	-	-	-	-	3%	
5310-510.09 Overtime	-	-	-	-	-	3%	
5310-510.10 Social Security	-	-	-	-	-	3%	
5310-510.11 Clothing Allowance	-	-	-	-	-	3%	
5310-510.12 Car Allowance	-	-	-	-	-	3%	
5310-510.13 Stand-By	-	-	-	-	-	3%	
5310-510.15 Special Pay	-	-	-	-	-	3%	
5310-510.16 Certification Pay	-	-	-	-	-	3%	
5310-510.20 Holiday Pay	-	-	-	-	-	3%	
5310-510.21 Longevity Pay	-	-	-	-	-	3%	
5310-510.22 COLA	-	-	-	-	-	3%	
5310-510.23 One time	-	-	-	-	-	3%	
TOTAL PERSONNEL SERVICES	\$ -						
SUPPLIES							

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 2
 Wastewater Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
5310-520.01 Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5310-520.02 Operating Supplies	-	-	-	-	-	3%	
5310-520.03 Repairs & Maintenance-Inte	-	-	-	-	-	3%	
5310-520.04 Miscellaneous Supplies	-	-	-	-	-	3%	
5310-520.05 Water Conservation Program	-	-	-	-	-	3%	
TOTAL SUPPLIES	\$ -						
CONTRACTUAL SERVICES							
5310-530.01 Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5310-530.02 Contractual Services	-	-	-	-	-	3%	
5310-530.03 Utilities-Telephone	-	-	-	-	-	3%	
5310-530.04 Utilities-Gas, Water, Elec	-	-	-	-	-	3%	
5310-530.05 Printing	-	-	-	-	-	3%	
5310-530.06 Advertising	-	-	-	-	-	3%	
5310-530.07 Repairs & Maintenance-Exte	-	-	-	-	-	3%	
5310-530.08 Equipment Rental	-	-	-	-	-	3%	
5310-530.09 Travel	-	-	-	-	-	3%	
5310-530.10 Memberships, Dues, & Licen	-	-	-	-	-	3%	
5310-530.11 Subscriptions to Publicat	-	-	-	-	-	3%	
5310-530.12 Groundwater Protection	-	-	-	-	-	3%	
TOTAL CONTRACTUAL SERVICES	\$ -						
CAPITAL OUTLAY							
5310-540.01 Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5310-540.11 Vehicles	-	-	-	-	-	3%	
5310-540.21 Other Machinery & Equipmen	-	-	-	-	-	3%	
5310-540.31 Land	-	-	-	-	-	3%	
5310-540.32 Water Rights	-	-	-	-	-	3%	
Surrogate Debt	-	-	-	-	-	3%	
TOTAL CAPITAL OUTLAY	\$ -						
TOTAL Water System	\$ -						
Sewer System							
PERSONNEL SERVICES							
5320-510.01 Salaries	\$ 75,310	\$ 77,569	\$ 79,896	\$ 82,293	\$ 84,762	3%	
5320-510.02 Retirement Plan	13,708	14,119	14,543	14,979	15,428	3%	

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 2
 Wastewater Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
5320-510.03 Group Insurance	12,620	12,999	13,389	13,790	14,204	3%	
5320-510.04 Workers Compensation	2,317	2,387	2,458	2,532	2,608	3%	
5320-510.05 Liability Insurance	13,813	14,227	14,654	15,094	15,547	3%	
5320-510.06 Physical Examinations	-	-	-	-	-	3%	
5320-510.07 Unemployment Compensation	-	-	-	-	-	3%	
5320-510.09 Overtime	5,000	5,150	5,305	5,464	5,628	3%	
5320-510.10 Social Security	6,492	6,687	6,887	7,094	7,307	3%	
5320-510.11 Clothing Allowance	-	-	-	-	-	3%	
5320-510.12 Car Allowance	-	-	-	-	-	3%	
5320-510.13 Stand-By	1,560	1,607	1,655	1,705	1,756	3%	
5320-510.15 Special Pay	1,482	1,526	1,572	1,619	1,668	3%	
5320-510.16 Certification Pay	-	-	-	-	-	3%	
5320-510.20 Holiday Pay	-	-	-	-	-	3%	
5320-510.21 Longevity Pay	1,509	1,554	1,601	1,649	1,698	3%	
5320-510.22 COLA	-	-	-	-	-	3%	
5320-510.23 One time	-	-	-	-	-	3%	
TOTAL PERSONNEL SERVICES	\$ 133,811	\$ 137,825	\$ 141,960	\$ 146,219	\$ 150,605		
SUPPLIES							
5320-520.01 Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5320-520.02 Operating Supplies	3,500	3,605	3,713	3,825	3,939	3%	
5320-520.03 Repairs & Maintenance-Inte	1,200	1,236	1,273	1,311	1,351	3%	
5320-520.04 Miscellaneous Supplies	-	-	-	-	-	3%	
TOTAL SUPPLIES	\$ 4,700	\$ 4,841	\$ 4,986	\$ 5,136	\$ 5,290		
CONTRACTUAL SERVICES							
5320-530.01 Professional Services	\$ 2,604	\$ 2,682	\$ 2,763	\$ 2,845	\$ 2,931	3%	
5320-530.02 Contractual Services	1,390,267	1,461,778	1,536,964	1,616,015	1,699,128		
5320-530.03 Utilities-Telephone	-	-	-	-	-	3%	
5320-530.04 Utilities-Gas, Water, Elec	-	-	-	-	-	3%	
5320-530.05 Printing	-	-	-	-	-	3%	
5320-530.06 Advertising	-	-	-	-	-	3%	
5320-530.07 Repairs & Maintenance-Exte	25,000	25,750	26,523	27,318	28,138	3%	
5320-530.08 Equipment Rental	-	-	-	-	-	3%	
5320-530.09 Travel	-	-	-	-	-	3%	
5320-530.10 Memberships, Dues, & Licen	-	-	-	-	-	3%	
5320-530.11 Subscriptions to Publicati	-	-	-	-	-	3%	
5320-530.22 Sewer Surcharge	12,000	12,360	12,731	13,113	13,506	3%	

Based on Variable Cost Analysis.

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 2
 Wastewater Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
TOTAL CONTRACTUAL SERVICES	\$ 1,429,871	\$ 1,502,570	\$ 1,578,980	\$ 1,659,291	\$ 1,743,703		
CAPITAL OUTLAY							
5320-540.01 Office Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	3%	
5320-540.11 Vehicles	-	-	-	-	-	3%	
5320-540.21 Other Machinery & Equipmen	-	-	-	-	-	3%	
5320-540.31 Land	-	-	-	-	-	3%	
Surrogate Debt	-	-	-	-	-		
TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL Sewer System	\$ 1,568,382	\$ 1,645,236	\$ 1,725,926	\$ 1,810,646	\$ 1,899,598		
TOTAL EXPENSE	\$ 1,847,826	\$ 1,933,064	\$ 2,022,389	\$ 2,116,003	\$ 2,214,116		

Revenues							
MISCELLANEOUS							
44010 Interest Income	\$ 635	\$ 635	\$ 635	\$ 635	\$ 635		
44015 Miscellaneous Income	22,232	22,232	22,232	22,232	22,232		
44020 Sale of Surplus Property	-	-	-	-	-		
44030 Impact Fees	-	-	-	-	-		
44031 Sprint Tower Lease	-	-	-	-	-		
TOTAL MISCELLANEOUS	\$ 22,868	\$ 22,868	\$ 22,868	\$ 22,868	\$ 22,868		
WATER SALES							
45010 Metered Water Sales	\$ -	\$ -	\$ -	\$ -	\$ -		
45020 Edwards Aquifer Fee	-	-	-	-	-		
45030 Bulk Water Sales	-	-	-	-	-		
45033 Water Supply Fee	-	-	-	-	-		
45034 Storm Water Fee	-	-	-	-	-		
45035 Storm Water-SAWS Billing	-	-	-	-	-		
TOTAL WATER SALES	\$ -	\$ -	\$ -	\$ -	\$ -		
SEWER SALES							
46010 Sewer Sales - SAWS	\$ 705,711	\$ 705,711	\$ 705,711	\$ 705,711	\$ 705,711		
46011 Sewer - surcharge	-	-	-	-	-		
46012 Storm Water Sales-SAWS	-	-	-	-	-		

City of Leon Valley
 Water and Wastewater Department
 Cost of Service and Rate Design Study



Schedule 2
 Wastewater Revenue Requirement

	2015	2016	2017	2018	2019	Inflation Rate	Notes
TOTAL SEWER SALES	\$ 705,711	\$ 705,711	\$ 705,711	\$ 705,711	\$ 705,711		
CONNECTION & PLATTING							
47020 Connection Fees	\$ 1,588	\$ 1,588	\$ 1,588	\$ 1,588	\$ 1,588		
47030 Pro Rata Fees	-	-	-	-	-		
TOTAL CONNECTION & PLATTING	\$ 1,588	\$ 1,588	\$ 1,588	\$ 1,588	\$ 1,588		
CUSTOMER FEES							
48030 Customer Penalties	\$ 20,835	\$ 20,835	\$ 20,835	\$ 20,835	\$ 20,835		
48035 Storm Water Penalty	-	-	-	-	-		
48040 Customer Disconnection Fees	4,129	4,129	4,129	4,129	4,129		
TOTAL CUSTOMER FEES	\$ 24,964	\$ 24,964	\$ 24,964	\$ 24,964	\$ 24,964		
TAPPING FEES							
49020 Water Tap Fees	\$ 9,528	\$ 9,528	\$ 9,528	\$ 9,528	\$ 9,528		
49021 Sewer Tap Fees	635	635	635	635	635		
TOTAL TAPPING FEES	\$ 10,163	\$ 10,163	\$ 10,163	\$ 10,163	\$ 10,163		
TOTAL REVENUE OFFSETS	\$ 765,294						
Total Revenue Requirement	\$ 1,082,533	\$ 1,167,770	\$ 1,257,095	\$ 1,350,709	\$ 1,448,822		

TRUE

Water / Wastewater Cost of Service and Rate Design Study

City Council Meeting
October 5, 2015

Background

- The City hired NH Consulting to perform a cost of service and rate design study for the City's water and wastewater utility.
- The goal is to achieve a rate structure that assures equitable and adequate revenues for operations, debt service retirement, capital improvements and bond covenant requirements.

Background

- City staff has identified necessary Capital Improvements that include new water wells and associated improvements.
- These cost estimates (\$1.6M) were included in the model with the assumption that new debt would be issued in 2016, with the first payment due in 2017.

Background

- NH Consulting is with us this evening to present the Cost of Service and Rate Design Study.

S.E.E. Statement

- **Social Equity** – Adds to general quality of life for all citizens.
- **Environmental Stewardship** – The City's Water Utility encourages city-wide management of water rights, water conservation, and enables pumping limitation goals for the Edwards Aquifer Authority.
- **Economic Development** – A superior rated water system and adequate water resources encourages new businesses and business retention for the City.

Water / Wastewater Cost of Service and Rate Design Study

City Council Meeting
October 5, 2015

MAYOR AND COUNCIL COMMUNICATION

DATE: October 5, 2014 **M&C # 2015-10-05-09**

TO: Mayor and Council

FROM: Melinda Moritz, Director of Public Works

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Consider Authorizing Southwest Engineers to Proceed With the Development of Two Water Wells and Related Equipment, for the 2015 Municipal Water Well Project, and Approve Related Budget Adjustment

PURPOSE

Southwest Engineers is the engineering firm that was awarded a contract to develop a new water well, with related equipment. After careful consideration of the site, existing conditions, and the water system life, they are recommending that the City drill two new wells, instead of one.

The original plan was to drill one new well and line the two existing wells. The proposed well site at Grass Hill is too close to the existing well, resulting in the well having to be plugged and capped permanently. This will leave the City with one new well, pumping 2000 GPM (gallons per minute), and one lined well at 500 GPM. The average demand in 2014 was 694 GPM, with peak demand at 1388 GPM (1 million gallons per day, with peak daily demand at 2.1 million gallons per day).

If the new well is hit by lightning or taken out of service for maintenance, the City will have to rely on the Huebner well at 500 GPM and the SAWS interconnect to provide enough water to service the entire city. Both existing wells are at the end of their productive life, at 45 and 52 years.

As additional insurance, an alternate bid can be added for the lining of the Huebner well. This will provide further redundancy in the water system. The Council could consider funding that alternate at the time of bid award. This would provide the City with two new wells at approximately 4000 GPM, with an additional 500 GPM for emergency purposes.

FISCAL IMPACT

The original plan estimated costs to be \$1,650,000. The new plan is estimated to cost \$1,600,000. The electrical requirements are roughly estimated and a detail won't be provided until a site survey and design are prepared. If the costs exceed the estimate, the overage could come from the Fund Reserve.

Funding for the engineering contract was to be taken from funds placed in the Capital Plan to rehabilitate the above ground water tank. Those funds were placed back into the Water Fund

Reserve at the end of the fiscal year. In order to cover the costs for engineering and the SAWS interconnect, a budget adjustment in the amount of \$300,000 needs to be approved by City Council.

Engineering	\$223,500
SAWS Interconnect	\$75,000
Total	\$298,500

SEE 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.

STRATEGIC GOALS

These initiatives are not specifically listed in the 2015 – 2016 City Council Strategic Goals, but the project does provide for the continuation of Capital Planning Projects.

RECOMMENDATION

Authorize Southwest Engineers to proceed with the development of two water wells and related equipment for the 2015 Municipal Water Well Project.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE APPROVING AMENDMENTS TO THE ENTERPRISE FUNDS OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR FISCAL YEAR OF 2015-2016.

Whereas on September 15, 2015 the City Council of the City of Leon Valley adopted the 2015-2016 fiscal year budget: and

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

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

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

SECTION I

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

**SECTION II
SEVERABILITY**

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

**SECTION III
REPEALER CLAUSE**

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

**SECTION IV
EFFECTIVE DATE**

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

**SECTION V
PROPER NOTICE AND MEETING**

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 5th day of October, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

Consider Authorizing Southwest Engineers to
Proceed with Development of Two New Wells
for 2015 Water Well Project, and Related
Budget Adjustment

City Council Meeting
October 5, 2015

Purpose

- To consider authorizing Southwest Engineers to proceed with development of two wells and related equipment
- To approve a budget adjustment for engineering services and installation of SAWS interconnect

Background

- Deviating from original plan to construct one well and line two existing wells, with related equipment
- Examined site conditions & discovered Grass Hill existing well is too close to proposed new well, existing well to be plugged
- Need to use this site:
 - City already owns property
 - 750,000 above ground storage tank to be filled by new well

Background

- Water use daily average is 694 GPM (gallons per minute) under normal conditions & 1388 GPM under peak demand
- Current Capital Plan includes one new well at 2000 GPM; and lining existing Huebner well, leaving 500 GPM
- If new well is taken off line for emergency or service, will have to use SAWS interconnect
- Both existing wells are at end of useful life and can be plugged and capped off
- Alternate bid can be added to include lining existing well at Huebner, instead of capping

Background

- This would result in two new wells at 2000 GPM per well and one lined well at 500 GPM
- Provides redundancy
- Greatly reduces dependency on SAWS interconnect
- The alternate plan to also line Huebner well can be placed in bid documents for Council consideration at bid opening

Fiscal Impact

- Original plan estimated at \$1,650,000
- New plan estimates costs at \$1,600,000
- Could be more, depending on electrical needs discovered after site survey and design
- Any additional funds can be taken from Fund Reserve

Fiscal Impact

- Funds for engineering contract were to be taken from funds in Capital Plan
- New fiscal year rollover caused funds to be placed back into reserve
- Also need to fund SAWS interconnect now
- Engineering \$223,500
- Interconnect \$75,000
- Total \$298,500

Recommendation

- Authorize Southwest Engineers to proceed with the development of two new wells, and related equipment for the 2015 Water Well Project; and
- Approve budget adjustment in the amount of \$300,000

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.

Authorizing Southwest Engineers
to Develop Two New Wells
2015 Water Well Project

City Council Meeting
October 5, 2015



SOUTHWEST ENGINEERS

Civil | Environmental | Land Development

TBPE NO. F-1909

www.swengineers.com

307 St. Lawrence Street, Gonzales, TX 78629

P: 830.672.7546 F: 830.672.2034

September 9, 2015

Ms. Melinda Moritz
Public Works Director
City of Leon Valley
6429 Evers Road
Leon Valley, Texas 78238

RE: WATER WELL PROJECT
SWE Project No. 0617-001-15

Dear Ms. Moritz,

As the well project develops, many questions, options and opportunities cross our minds. We want to be a part of developing a project (projects) that best address the City's needs.

Dick Collins developed an analysis of the system supply and storage that should be helpful to you in understanding our assessment and thoughts. (Copy attached).

The Grass Hill Plant is the main supply plant for the City with the only ground storage tank and largest elevated tank. It therefore makes the most sense to have one of the new wells at this plant site. From Dick's study, 2-1,150 gpm wells would be sufficient to provide the average system demand. We had discussed a 2,000 gpm well, but upon further evaluation and the proposed SAWS emergency tie-in at this site that could provide more than 1,000 gpm, why put a large pump in this well?

We propose considering alternate bids for a well that could accommodate a larger pump (2,000 gpm), but utilize the existing Grass Hill pump, motor, electrical and piping including well head discharge piping and meter with the new well. This could save an estimated \$330,000 from the budget, excluding the cost to pull the existing pump and reinstall in the new well plus electrical modification with a VFD starter unit.

Page 1 of 3

Part of the Grass Hill Plant work would also include plugging the old well.

The other project would include the lining of the Huebner Well reducing its flow to 500-600 gpm.

Depending on available construction funds and the bids we receive, we may be able to drill a new Huebner Well using the existing pump, piping, well head piping and electrical and not waste money on a liner resulting in inadequate flow.

Summary of Activities Proposed for Review and Discussion

Project

- #1. Complete tie-in with SAWS at the Grass Hill Plant. This will be required prior to drilling the new Grass Hill Well.
- #2. Bid the Grass Hill Well as soon as possible depending on the SAWS tie-in timeframe and TCEQ approval of the new well. Start drilling ASAP after SAWS tie-in is completed.
- #3. Plug existing Grass Hill Well after new well has been approved for use by TCEQ.
- #4. Line Huebner Well or based on bids and cost savings due to reuse of existing equipment, consider new Huebner Well in lieu of lining the old well.

At this point we are considering Bid Schedules as follows:

A. SAWS Tie-In Project at Grass Hill

- a. Lump sum bid item for complete tie-in to the 30" line with all valves, controls, meter, piping and fittings to tie into the ground storage tank.
- b. Lump sum bid item for extended tie-in to elevated tank line if SAWS pressure allows.

B. Wells

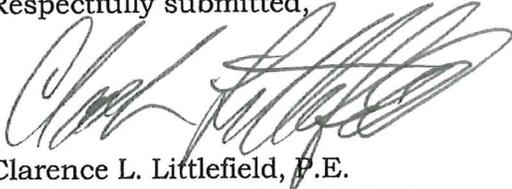
- a. Lump sum bid item with itemized breakdown for new Grass Hill Well with 16" casing capable of installing a 2,000 gpm pump. The 16" casing would allow for any necessary lining in the far distant future with a 12" casing and a 1,200 gpm pump.

- b. Lump sum bid item to relocate existing pump, pipe and motor to the new well.
- c. Lump sum bid item to relocate the discharge piping to the new well.
- d. Lump sum bid item for electrical modifications to include a VFD starter and component upgrades as recommended including manual transfer switch to utilize the existing generator.
- e. Lump sum bid item to line Huebner Road Well with 8" casing, including a new 8" pump, 6" submersible motor, 6" column pipe and well head modifications. (Utilize existing electrical components if in good condition).
- f. Lump sum bid item to plug the old Grass Hill Well.

If after receiving bids on these activities, we will be in a good position to review the projects and hopefully better use funds through drilling a new Huebner Well in lieu of lining the old one. The Bid Schedule will include language allowing for cancelling of Huebner lining project and bidding a new Huebner Well. Developing a new 1,200 gpm Grass Hill Well and a lined 600 gpm Huebner Well will require a rethinking of the current wells' operation.

I hope this makes sense! Your input and staff input is always needed.

Respectfully submitted,



Clarence L. Littlefield, P.E.
Vice President, Southwest Engineers, Inc.

CLL/mh



SOUTHWEST ENGINEERS

Civil | Environmental | Land Development

TBPE NO. F-1909

www.swengineers.com

307 St. Lawrence Street, Gonzales, TX 78629

P: 830.672.7546 F: 830.672.2034

September 15, 2015

Ms. Melinda Moritz
Public Works Director
City of Leon Valley
6429 Evers Road
Leon Valley, Texas 78238

RE: WATER WELL PROJECT
Cost Estimates
SWE Project No. 0617-001-15

Dear Ms. Moritz,

Kaveh Khorzad (hydrogeologist) has contacted a well driller for better cost estimates. Our current estimate is as follows:

1. Drill 2 new wells to 600 feet with 400 feet of 16" casing & 250 H.P. 2,000 gpm pumps & piping	\$1,100,000
2. Plug 2 wells (could be \$100,000 depending on existing cement)	\$ 150,000*
3. Well head piping (relocated from existing wells)	\$ 25,000
4. Electrical at Huebner	\$ 95,000
5. Electrical at Grass Hill	\$ 50,000
6. Site Piping at Huebner	\$ 20,000
7. Site Piping at Grass Hill	\$ 5,000
8. Site Work at Huebner	<u>\$ 15,000</u>
	<u>\$1,460,000</u>

*No need to line existing wells

SAWS Tie-In

1. 6" Tap, Valves, Meter and Backflow Regulators	\$ 50,000
2. 300 feet of 12" PVC Pipe & Fittings	\$ 15,000
3. 6" Solenoid Control Valve with Vault	<u>\$ 10,000</u>
	\$ 75,000
Total Construction	\$1,535,000
Contingency (4.2%)	<u>65,000</u>
TOTAL	<u>\$1,600,000</u>

This may be cutting it close. The electrical is a big unknown without on site evaluation and design. Could save over \$200,000 by using existing pumps and controls or only at Grass Hill if bids for total work exceeds \$1,600,000.

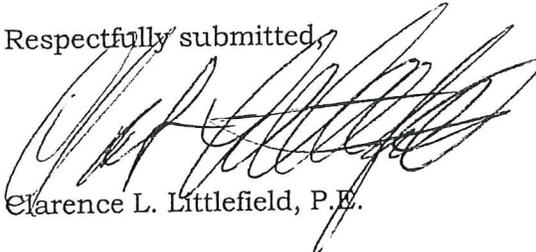
This plan looks very promising. It may also allow for relining Huebner in lieu of plugging if 500 gpm is significant to the supply.

All final decisions can be made after bids are received.

At this time with your approval, we propose to develop plans and specifications for:

- A. Two new wells – one in the Grass Hill Plant site and the other on the Huebner Road site east of the existing well on the higher flat area east of the church.
- B. New 2,000 gpm pumps for the new wells.
- C. Relocate the discharge header from the old wells to the new wells.
- D. New electrical for the new wells (Alternate on Grass Hill to utilize existing with existing pump).
- E. Plug the Grass Hill and Huebner wells.
- F. Alternate bid for lining the Huebner well.
- G. Alternate bid to relocate the existing Grass hill pump, motor and column pipe.

Respectfully submitted,



Clarence L. Littlefield, P.E.

CLL/mh

ENCL.

cc: David Dimaline, Assistant Public Works Director

MAYOR AND COUNCIL COMMUNICATION

M&C#: #2015-10-05-10

DATE: October 5, 2015
TO: Mayor and Council
FROM: Luis Valdez, Fire Chief
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Discussion and possible action on the consider approval of a budget adjustment and related ordinance for the General Fund in the amount of \$38,218 to purchase a brush truck from funds received through the Ambulance Supplemental Payment Program (ASPP).

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.

The final settlement amount for this program for fiscal year 2015 that was originally anticipated and reported to the City via the State was \$63,218. However, the last week of September the City was notified that the amount originally reported had been cut to \$40,427 through federal disbursement. These funds are for fiscal year 2015, but not received until fiscal year 2016.

The Fire Department is requesting a budget adjustment in the amount of \$38,218 to purchase a brush truck from funds received through the ASPP.

FISCAL IMPACT

Funding for the new brush truck is coming for ASPP funds received.

STRATEGIC GOALS

N/A

SEE LEON VALLEY

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

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

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

RECOMMENDATION

Approve the budget adjustment and related ordinance for the General Fund in the amount of \$38,218 to purchase a new brush truck.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE APPROVING AMENDMENTS TO THE GENERAL FUND OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR FISCAL YEAR OF 2015-2016.

Whereas on September 15, 2015 the City Council of the City of Leon Valley adopted the 2015-2016 fiscal year budget: and

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

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

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

SECTION I

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

**SECTION II
SEVERABILITY**

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

**SECTION III
REPEALER CLAUSE**

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

**SECTION IV
EFFECTIVE DATE**

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

**SECTION V
PROPER NOTICE AND MEETING**

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 5th day of October, 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
Brush Truck**

City of Leon Valley
City Council Meeting
October 5, 2015

Overview

- 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
- The final settlement amount for this program for fiscal year 2015 that was originally anticipated and reported to the City via the State was \$63,218

Overview

Continued

- However, the last week of September the City was notified that the amount originally reported had been cut to \$40,427 through federal disbursement
- These funds are for fiscal year 2015, but will not be received until fiscal year 2016
- The Fire Department is requesting a budget adjustment in the amount of \$38,218 to purchase a brush truck from funds received through the ASPP

Current brush truck



Overview

Continued

- Local vendor has heavily discounted a truck which meets the Fire Department needs
 - 2015 Chevrolet 2500HD, 4x4, 6 Liter, 8 cylinder work truck
 - Modern safety features, and improved performance
- Existing tank & pump will be installed by staff
 - Add tires, brush guard, lighting, siren, and HD springs

Cost Breakdown

Base price quote	34,420
Heavy duty springs	625
Brush guard	650
Spot lights	523
Tires	1,000
Graphics	1,000
Labor	-
TOTAL	\$ 38,218

Recommendation

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

Current Brush Truck



SEE LEON VALLEY

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

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

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

Leon Valley Fire Department (LVFD) Budget Adjustment Brush Truck

City of Leon Valley
City Council Meeting
October 5, 2015

Code Compliance
September 2015**Sep-15**

<u>Violations/ Complaints</u>	<u>Number</u>	<u>In Compliance</u>
Environmental/Graffiti	38	36
Right of way Obstructions	5	5
Animal Calls/TNR	38	37
High Grass/Weeds	76	30
Trash & Debris	17	10
Permit Inquiry	16	15
Bandit Signs	15	15
Junked Vehicles	1	1
Vacant Lots	4	0
Alleys	0	0
Zoning Violations	3	2
Address Violation	1	0
Total Violation Report	214	151

Notifications

Door Hangar	87
1st Notice Mailed	13
2nd Notice Mailed	2
Citations Issued	0
Contacts by Phone	2
Contacts in Person	110
Resolved / In Compliance	151
Unresolved Cases	63

FY 14-15

<u>Violations/ Complaints</u>	<u>Number</u>	<u>In Compliance</u>
Environmental/Graffiti	280	245
Right of way Obstructions	135	61
Animal Calls/TNR	471	454
High Grass/Weeds	309	193
Trash & Debris	203	125
Permit Inquiry	90	79
Bandit Signs	261	261
Junked Vehicles	34	16
Vacant Lots	22	1
Alleys	105	46
Zoning Violations	18	13
Address Violation	9	0
Reinspection	-	255
Total Violation Report	1937	1749

Notifications

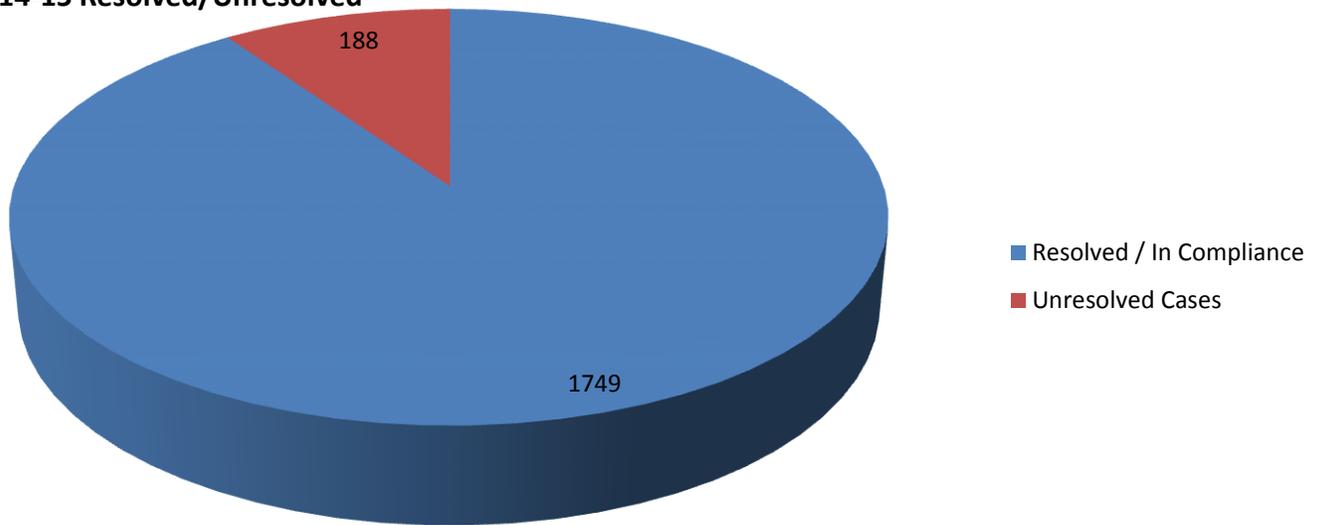
<u>Notifications</u>	<u>Number</u>
Door Hangar	619
1st Notice Mailed	63
2nd Notice Mailed	5
Citations Issued	7
Contact by Phone	87
Contacts in Person	1156
Resolved / In Compliance	1749
Unresolved Cases	188

FERAL CATS NEUTERED/SPAYED THROUGH TNR PROGRAM

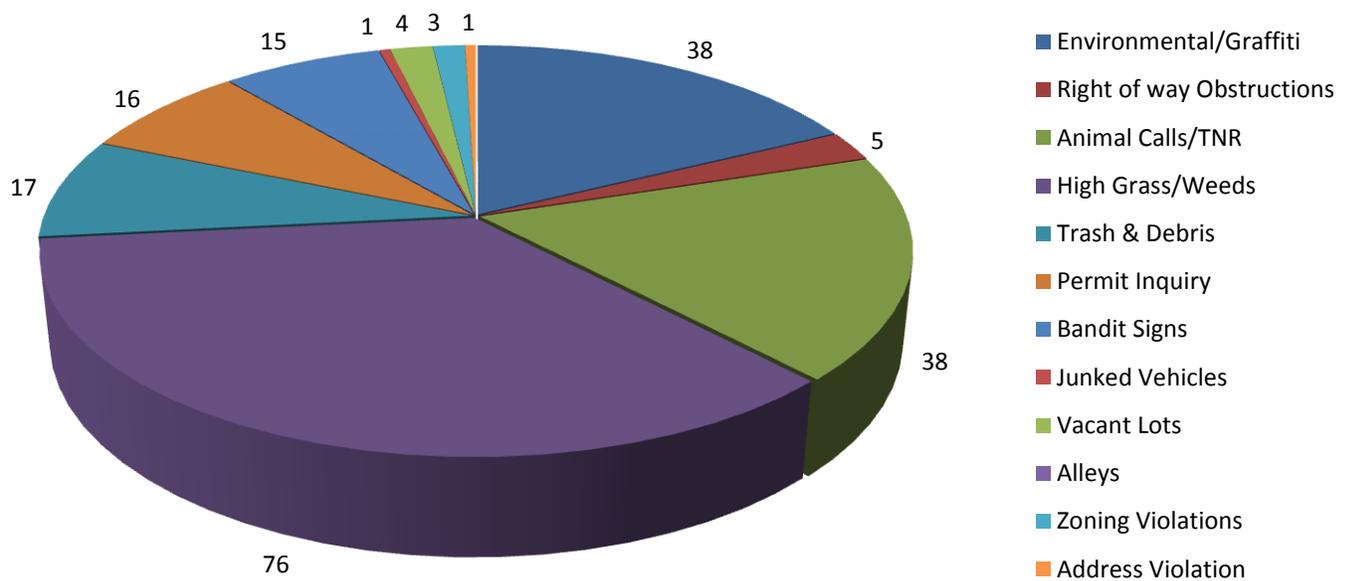
OCT. 2014	4
NOV. 2014	3
DEC. 2014	7
JAN. 2015	8
FEB. 2015	2
MAR. 2015	8
May 2015	2
AUG. 2015	5
Sept.	8
Total:	47

Code Compliance
September 2015

FY 14-15 Resolved/Unresolved



September 2015



Public Works Monthly Report - September 2015

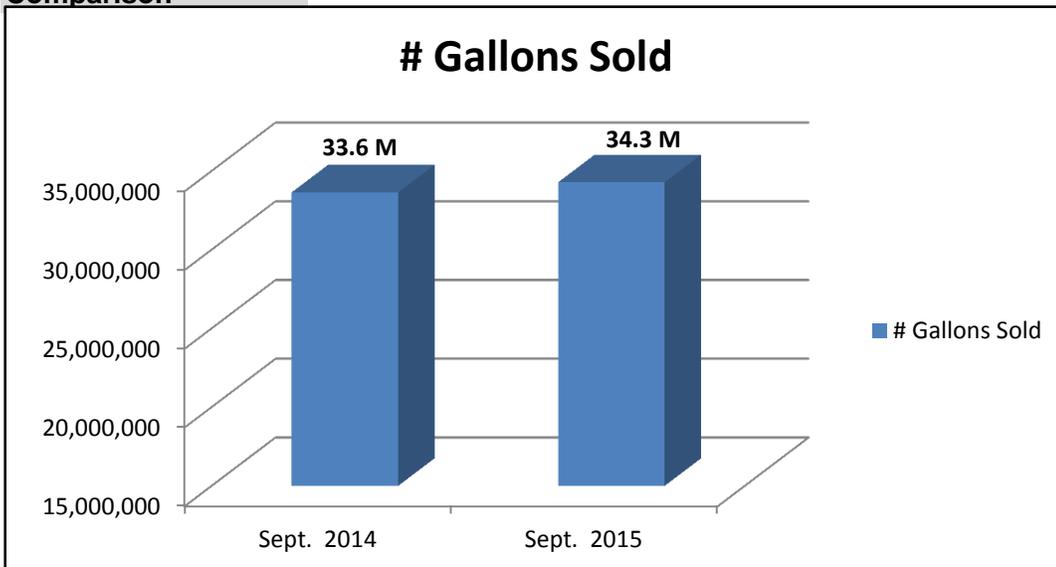


Summary of Activity

- Total of 14 Service Requests Received
- Southwest Engineers began developing plans for the 2015 Municipal Water Well Project
- Cleaned and covered City Pool in preparation for off-season
- Contractor began construction of ADA compliant curb ramps along Evers Rd.
- Sidewalks were replaced on Linkmeadow, Bandera, Timberhill, Huebner, and Sunlight
- Parking lot lights adjacent to Conference Center were repaired and were trees trimmed to improve visibility
- Speed cushions on Timberhill were repaired and replaced
- Preventative maintenance was performed on City vehicles and equipment
- Trees trimmed in City's easement behind Watercross
- New sanitary sewer line was connected to main along Bandera for City Hall renovation project
- Mowed ROW throughout City, including drainage areas
- Bid package for the Aquarium Detention Area was advertised and bids were opened
- Replaced two fire hydrants and added cut-off valves in Canterfield

Water Utility Sales	Sept.	FY
# of Gallons Sold	34,276,675	277,324,763
Water Revenue	\$85,713.99	\$810,083.13
Wastewater Revenue	\$109,902.30	\$1,197,677.33
Stormwater Revenue	\$23,583.17	\$282,985.70

Comparison



BEAUTIFICATION COMMITTEE MEETING
City of Leon Valley

25 August 2015

SUBJECT: Minutes of Meeting

1. **OPENING OF MEETING:** The Chair, Mayor Riley, opened the meeting at 5:10 p.m. on 25 August 2015 at the Leon Valley Fire Department. She introduced new member, Carolina Macias.
2. **ATTENDANCE:**
Members Present: Donna Charles, Lupe Carpio, Carolyn Diaz, Belinda Ealy, Carrie Macias, Jerry Perales, Chris Riley
Members Absent: Shirley Jonas, Lyn Joseph
Guests Present: None
3. **APPROVAL OF MINUTES:** The minutes of last meeting, 15 July 2015, were approved with corrections.
4. **FOLLOWUP ON PREVIOUS AGENDA TOPICS:**
 - The Mayor reported that the City Attorney finalized and made ready the agreement between the City and prospective businesses willing to take and maintain potted planters provided and owned by Leon Valley.
 - After a cost comparison of flower pots available through the co-operative source (ranging from \$300-\$400) and local businesses (ranging from \$59.99 to \$99.99) the members agreed to purchase 35 terra cotta pots from At Home for \$59.99 each and allocate the remainder of this year's budget to purchasing Beautification Award signs for businesses and private property owners. The members gave final approval to fund additional pot purchases, if the signs could not be ready to order by the ordering deadline. It was also agreed to postpone the purchase of signs, if necessary, plants, and soil until the next budget cycle.
 - Several businesses have been contacted regarding accepting the planted flower pots. The positive responses are Sunset Plaza and Leon Valley Café. The Mayor spoke with the Manager of Bandera Heights Strip Mall about planted pots. A follow-up is needed. In addition Ms. Carpio, Ms. Diaz, Ms. Macias, and Ms. Charles will make an effort to contact additional businesses along Bandera and Grissom. Mrs. Ealy will contact businesses along Evers. Reports will be made at the next meeting.
 - As soon as a planting and delivery date is set, volunteers will be sought to assist in this effort. Mrs. Ealy has been asked to seek the help of the Church of Jesus Christ of Latter Day Saints volunteers.
 - The tentative date depends upon the availability of plants which will likely survive the winter. Ms. Charles has gathered information from Rainbow Gardens and the Garden Center regarding when to plant, what to plant, and what will survive the winter. The information from the experts is that several of the more hardy plants may not survive so well in pots and may not come back in the spring. Mrs. Ealy offered to gather additional information about winter thriving plants that she has

observed at other places. The members discussed types of plants and recommended that the plants be perennials, hearty, and winter survivors.

- The bulk pick up printed material was revised, mailed, and placed in the Lion's Roar. The Mayor offered to assure that the Fall Pickup information is placed on the City's website, stressing that the specifications listed on the mail out will be honored. The disposal of all that is above and beyond what is listed will be the property owner's disposal responsibility.
- The City Ordinance pertaining to property upkeep is in the process of being revised.

5. GENERAL DISCUSSION:

- The Mayor shared information pertaining to Live Oak's Community Wide Cleanup. The members agreed that this type of activity would be a pride-booster for Leon Valley. The Mayor offered to invite the person supplying the Live Oak information to speak at the Beautification Meeting in either September or October.
- Mrs. Ealy suggested that an offer be made to the Veterans of Foreign Wars and the American Legion to adopt Evers Road and pick up litter regularly.
- A discussion took place regarding an Adopt a Monument Program. The contractor only mows but does not remove weeds or litter; therefore it would be desirable to seek individuals or groups who would adopt the monuments to perform the weed pulling and litter removal tasks.
- The members discussed the numerous pay day loan and auto care businesses within the City limits. There is an attempt to reduce the number as one business closes.
- Ms. Diaz shared an article entitled San Antonio Living in the *San Antonio Express News* dated 16 August 2015. Several small cities and downtown San Antonio were highlighted with general information and then EAT, SHOP, and PLAY for each. Leon Valley was not listed. Ms. Charles offered to contact the Advertising and Marketing Department of the paper to determine how these cities were picked, if future articles of this type are planned, and what Leon Valley needs to do to be included.
- The Mayor discussed future plans for the Onion House, which would be an area of interest for many.

6. MEMBERS' EMAILS:

Lupe Carpio	dcarpio65@att.net
Donna Charles	donna.charles@sbcglobal.net
Carolyn Diaz	CJD44@hotmail.com
Belinda Ealy	msg8111@msn.com
Shirley Jonas	shirleyjonas1961@yahoo.com
Lyn Joseph	lynjille@aol.com
Carolina Macias	macias.robert@yahoo.com
Jerry Perales	j.perales@leonvalleytexas.gov
Chris Riley	mayorriley@leonvalleytexas.gov

7. ADJOURNMENT: The meeting adjourned at 6:15 p.m. **The next meeting is scheduled for 16 September 2015 at 5:30 p.m. at the Leon Valley Fire Department.**


DONNA J. CHARLES
Secretary