CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, November 15, 2016

AGENDA

1. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.

2. **Citizens to Be Heard and Time for Objections to the Consent Agenda.** "Citizens to be heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council, for which the subject was not posted on the agenda of that meeting, the Council may receive the information but cannot act upon it during the meeting. Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the Council.

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

3. Presentation of a Proclamation declaring November 17, 2016 "World Pancreatic Cancer Day" in the City of Leon Valley. **(Mayor Riley & Susan Martinez)**

CONSENT AGENDA

4. Approval of City Council Minutes. **(S. Passailaigue)**
   a) November 01, 2016 Special City Council Meeting
   b) November 01, 2016 Regular City Council Meeting

5. Adopt Ordinance No. 16-045 approving the Tax Roll for the City of Leon Valley, Texas for the 2016 Tax Year. **M&C #2016-11-15-01 (V. Wallace)**

REGULAR AGENDA

6. Wrap-Up Discussion of the first ever 2016 Leon Valley Ciclovía. **M&C #2016-11-15-02 (K. Flores)**

7. Consideration and Action on an In Kind Grant request by the Leon Valley Historical Society for use of the Leon Valley Community Center at 6427 Evers Road for their Pioneer Fundraising Gala. **M&C #2016-11-15-03 (K. Flores)**

8. Consideration and Action on an In Kind Grant request by the Representative Justin Rodriguez for use of the Leon Valley Community Center at 6427 Evers Road for their 2016 District 125 Holiday Party. **M&C #2016-11-15-04 (K. Flores)**

9. Consider, discuss and possible action on police organizational chart and budget adjustment for implementation. **M&C #2016-11-15-05 (K. Kuenstler and J. Salvaggio)**

10. City Manager's Report:
    a) Approved Minutes from Boards, Commissions and Committees
    b) Upcoming Important Events:
        - Leon Valley Historical Society Pioneer Gala, November 18th at 6:30 p.m. at the Community Center.
        - City Hall Closure, November 24th & 25th in Observance of Thanksgiving
        - Breakfast with Santa, December 3rd at 8:00 a.m., at the Leon Valley Public Library.
        - Holiday Tree Lighting Ceremony, December 5th at 6:00 p.m., at the Community Center.
        - Justin Rodriguez, District 125 Holiday Party 2016, on December 8th at the Community Center.
        - Beethoven Christmas Concert, December 11th at 2:30 p.m. at the Community Center.
        - Creation and appointment of members to the Hike & Bike Committee, December 20, 2016

11. Citizens to be heard.

12. 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.

13. 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 City Hall, 6400 El Verde Road, Leon Valley, Texas, on November 10, 2016 at 9:10 a.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

CITY OF LEON VALLEY TEXAS

PROCLAMATION

***WHEREAS**, in 2016, an estimated 53,070 people in the United States will be diagnosed with pancreatic cancer, one of the deadliest cancers, and 41,780 will die from the disease; and*

***WHEREAS**, pancreatic cancer surpassed breast cancer this year to become the third leading cause of cancer death in the United States, and it is projected to become the second leading cause by 2020; and*

***WHEREAS**, pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just seven percent; and*

***WHEREAS**, when symptoms of pancreatic cancer present themselves, it is generally in later stages, and 71 percent of pancreatic cancer patients die within the first year of their diagnosis; and*

***WHEREAS**, approximately 2650 deaths will occur in Texas in 2016;*

***WHEREAS,** there will be an estimated 418,451new pancreatic cancer cases diagnosed worldwide in 2020.*

***WHEREAS,** the good health and well-being of the residents of the City of Leon Valley are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments.*

***THEREFORE,** I Chris Riley Mayor of The City of Leon Valley do hereby proclaim November 17, 2016 as "World Pancreatic Cancer Day" throughout this City, and I urge all the people of Leon Valley contact your healthcare professional to schedule preventive screenings and to encourage others to do the same.*

Signed by my hand on this the 8th day of November, 2016.

_____

Mayor Chris Riley

CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, November 01, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 1st day of November, 2016 at the Leon Valley City Council Chambers 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

Mayor Riley called the Special City Council Meeting to order at 6:01 p.m.

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

Also in attendance were:

City Manager Kelly Kuenstler, City Secretary Saundra Passailaigue, and Public Works Director Melinda Moritz.

The City Council shall meet in Executive Session under Texas Local Government Code §551.074 *Personnel Matters* to conduct and discuss the following interviews:

- **City of Leon Valley Economic Development Corporation Board:**
  - **6:00 p.m. – Jed Hefner**
  - **6:20 p.m. – Derrick Thomas, II**

The City Council went into Executive Session at 6:03 p.m.

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

The City Council reconvened into Open Session at 7:07 p.m.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Jordan, to appoint Jed Hefner and Derrick Thomas, II as Alternate Members of the Leon Valley Economic Development Board. Upon a unanimous vote, Mayor Riley announced the motion carried

DRAFT

Adjournment

Mayor Riley announced the meeting adjourned at 7:08 p.m.

These minutes approved by the Leon Valley City Council on the 11th of November, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

DRAFT

CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, November 01, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 1st day of November, 2016 at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

Call to order.

Mayor Chris Riley called the Regular City Council Meeting to order at 7:08 p.m. and led the Pledge of Allegiance.

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

Also in attendance were:

City Manager Kelly Kuenstler, City Secretary Saundra Passailaigue, Public Works Director Melinda Moritz, and Fire Chief Luis Valdez.

Presentation of a CPS Energy New Construction Rebate check in the amount of $7,403.17 for Energy Efficient LED Lighting installed in the Leon Valley Fire Station Facility. (Lynda Rodriguez, CPS Energy)

Lynda Rodriguez, CPS Energy presented Fire Chief Luis Valdez with a check that Ms. Rodriguez said was for more than originally expected. The total amount presented was for $8,349.03. This rebate was issued to the Leon Valley Fire Department and the City to help offset the cost of the energy efficient investment made.

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

Mayor Riley asked if any of the Council Members wished to pull any item from the Consent Agenda for discussion. No items were pulled.

- Richard Blackmore, 6639 Forest Haven commended the Leon Valley Fire and Police Department for their increase presence in the community.

DRAFT

- Olen Yarnell, spoke about the Election and voting and wanted to know if the Community Center could be a permanent voting site for all of Leon Valley.
    - The City staff will follow up with Bexar County Elections and bring back a response.
- Larry Proffitt, 6307 Rue Sophie thanked all citizens, employees and volunteers for participating in the recent Ciclovía event. Mr. Proffitt also thanked Code Compliance, Public Works and the Police Department for their efforts in helping keep Leon Valley clean.

Kelly Kuenstler, City Manager asked Mayor Riley to consider moving item 9 up on the agenda. Mayor Riley and the members of City Council approved the request.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

a) October 18, 2016 Special City Council Meeting
b) October 18, 2016 Regular City Council Meeting
c) October 22, 2016 Coffee with the Mayor & City Council

Approval to increase the Committed Fund Balance in the General Fund for Natural/Man-Made Disasters by $100,000. M&C #2016-11-01-01 (V. Wallace)

Consider, discuss and possible action revising Leon Valley City Code Chapter 12 Traffic and Vehicles, Division 6. One-Way Streets, to add Hodges Street; and Division 7. Speed Limits to reduce the speed limit on Hodges and Althea Streets from 30 miles per hour to 20 miles per hour. M&C #2016-11-01-02 (M. Moritz)

Consider, discuss and possible action appointing Charles Hawsey to the Citizens Police Advisory Committee. M&C #2016-11-01-03 (K. Kuenstler)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Belinda Ealy, to approve Consent Agenda Item #4 (October 18, 2016 Special City Council Minutes, October 18, 2016 Regular City Council Minutes and October 22, 2016 Coffee with the Mayor and City Council), Item #5 (Committed Fund Balance), Item #6 (Ordinance No. 16-043), and Item #7 (Resolution No. 16-032R) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

REGULAR AGENDA

Consider, discuss and possible action authorizing the City Manager to enter into a lease agreement for the Kinman House. M&C #2016-11-01-05 (K. Kuenstler)

Kelly Kuenstler, City Manager presented this item in order for Council to consider authorizing the City Manager to enter into a Lease Agreement and a 380 Agreement with the Leon Valley Café Company for the use of the Kinman House as a Restaurant.

DRAFT

The Kinman House property was purchased in 1998 and the home was renovated in 2007 to house the Economic Development Department. The Economic Development Department moved out of the house in November of 2015. Since that time, it has been used for City Council coffees, temporary offices, and as an event dressing area. The bakery "El Sol" considered using the facility for restaurant activities, but they were unable to secure financing. The building is currently vacant but has been remodeled through the use of both City and LVEDC funds. The building was in dire need of attention as it was deteriorating and animals were residing in the building. The Leon Valley Café Company expressed an interest in leasing the Kinman House for use as a restaurant and entering into a 380 agreement with the City of Leon Valley. Patrons would come from their existing customer base, catering for the renters of the Community and Conference Center, Park rentals, and the general public. The conversion of the home has been accomplished through the use of a few contractors and in-house Public Works labor. Outside services were sought for foundation repair, the fire alarm system, electrical, gas relocation, and equipment purchases. In-house labor was used for the construction and the installation of equipment. Community Service Workers were used for the clean- up of the facility. If the Leon Valley Café Company is not successful at this location and moves out, the building could be rented to another restaurant.

The presentation was followed by a discussion.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Edwards, to authorize the City Manager to enter into a lease agreement for the Kinman House as amended. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action to approve a budget adjustment in the amount of $40,836.00 to complete the remodel of the Kinman House located at 6417 Evers Road. M&C #2016-11-01-04 (M. Moritz)

Melinda Moritz, Public Works Director presented this item. In September of 2015, City Council approved the annual budget, which included $13,000 to install a fire alarm system and repair the foundation at the Kinman House. In February of 2016, the City Council authorized a budget adjustment in the amount of $20,000 to start the remodel of the Kinman House. In August of 2016, the City Council authorized a budget adjustment in the amount of $86,685.00. The $86,685.00 was given to the City by the Leon Valley Economic Development Corporation to be used specifically for the renovation of the structure. The remodel is to accommodate a restaurant (1st tenant is the Leon Valley Café). Staff was directed to use all funds in FY 2016, if possible. The structural, electrical, plumbing, and commercial kitchen equipment components are almost complete, but the required venthood and ansul fire suppression systems were not purchased due to a contractor nonperformance issue. In addition, the plumber failed to turn in his invoice during the previous fiscal year and we are still in the process of purchasing a dishwasher. The funds that were available in FY 2016 have now been placed back into the General Fund Reserve. A budget adjustment is necessary to move the funds back to Public Works in order to finish the project.

As stated, the remaining items include a venthood, fire suppression system, dishwashing equipment, and payment to the plumber.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve a budget adjustment in the amount of $45,655.00 to complete the remodel of the Kinman House located at 6417 Evers Road. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action on the cancellation of the January 03, 2017, Regular City Council meeting. (Mayor Riley)

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to cancel the January 03, 2017 Regular City Council Meeting. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action on items for consideration at the January 2017 Town Hall Meeting. M&C #2016-11-01-06 (K. Kuenstler)

Kelly Kuenstler, City Manager presented this item to review a draft agenda and approve a final agenda for the 2017 Leon Valley Town Hall Meeting currently scheduled for January 28, 2017. Items contained in the draft agenda have been collected throughout the 2016 calendar year as mentioned during city council meetings or other public meetings. The cost will be $450 for Dr. Francine S. Romero to moderate the event. There could be future fiscal impacts as well depending on what the citizenry decide on at the annual meeting.

The presentation was followed by a discussion with suggestions. The final draft agenda will be brought back in December for City Council review and approval.

City Manager's Report:

a) **Approved Minutes from Boards, Commissions and Committees**
b) **Upcoming Important Events:**
    - **Texas Recycles Day, November 05, 2016 from 9:00 a.m. until 1:00 p.m. at Leon Valley Public Works.**
    - **Special Election – Early Voting ends November 4th. Election Day is November 8th**
    - **City Hall Closure, November 11th in Observance of Veteran's Day**
    - **Leon Valley Historical Society Pioneer Gala, November 18th at 6:30 p.m. at the Community Center.**
    - **City Hall Closure, November 24th & 25th in Observance of Thanksgiving**
    - **Holiday Tree Lighting Ceremony, December 5th at 6:00 p.m., at the Community Center.**
    - **Creation and appointment of members to the Hike & Bike Committee, December 20, 2016**

DRAFT

- **Beethoven Christmas Concert, December 11th at 2:30 p.m. at the Community Center.**

City Manager Kuenstler presented the report and reminded everyone that this information is also available on the City's website. Ms. Kuenstler also said that the first Ciclovía event was a success.

Citizens to be heard.

None

Announcements by the Mayor and Council Members. Adjournment.

Mayor Riley reminded everyone that the Texas Recycling Event will be held this Saturday.

Adjournment.

Mayor Riley announced the meeting adjourned at 8:44 p.m.

These minutes approved by the Leon Valley City Council on the 15th day of November, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

DRAFT

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2016 **M&C # 2016-11-15-01**

TO: Mayor and Council

FROM: Vickie Wallace, Finance Director

THROUGH: Kelly Kuenstler City Manager

SUBJECT: Adopt Ordinance No. 16-045 approving the Tax Roll for the City of Leon Valley, Texas for the 2016 Tax Year**.**

PURPOSE

Each year once Council has adopted a ***Tax Rate***, the Bexar County Tax Assessor furnishes a summary of the ***Tax Roll***. Section 26.09e of the State Property Tax Code requires the ***Tax Roll*** be approved by the taxing units governing body. Attached is the Ordinance and Tax Roll Statement for such approval.

SEE LEON VALLEY

Social – A responsible municipal budget strives to allocate tax payer's dollars in an efficient and effective manner that represents all citizens equally. The adoption of the Tax Roll will provide revenue to support City services.

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

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

FISCAL IMPACT

Ad valorem taxes provide revenue for the General Fund to provide service such as Police and fire protection, emergency medical service, construction, operation, maintenance and repair of the City's infrastructure including streets, sidewalks, curbs, drains, right-of-way, traffic control systems and signage, zoning, planning and subdivision administration, building inspections, code compliance, recreational activities, library services and government administration.

STRATEGIC GOALS

N/A

RECOMMENDATION

Adopt Ordinance No. 16-045 approving the 2016 Tax Year Tax Roll as furnished by the Bexar County Tax Assessor Collector.

APPROVE:_____ DISAPPROVE: _____

APPROVE WITH THE FOLLOWING AMENDMENTS:

_____

_____

_____

_____

ATTEST:

_____
SAUNDRA PASSAILAIGUE
City Secretary

Request Seq: 593465
tax_roll_totals.rdf v1.5

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2016 CERTIFIED TAX ROLL AS OF OCTOBER 1, 2016

TAX ASSESSMENT ROLLS OF LEON VALLEY FOR THE YEAR 2016 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	3,745	892,139,921	807,859,422	202,741.37	4,293,796.41
PERSONAL PROPERTY	821	87,180,519	84,607,338	.00	474,617.98
MOBILE HOME PROPERTY	44	696,060	686,060	.00	3,818.58
MINERAL PROPERTY	0	0	0	.00	.00
OTHER PROPERTY	0	0	0	.00	.00
TOTAL	4,610	980,016,500	893,152,820	202,741.37	4,772,232.97

RATE OF TAXATION ASSESSMENT RATIO 100%
TOTAL TAX RATE 00.556599

ALBERT URESTI, MPA, PCC
TAX ASSESSOR-COLLECTOR BEXAR COUNTY
BY :

ORD. NO. 00-

AN ORDINANCE

APPROVING THE TAX ROLL OF THE CITY OF LEON VALLEY, TEXAS, FOR THE 2016 TAX YEAR

BE IT ORDAINED BY THE CITY OF LEON VALLEY, TEXAS:

1. The City Council of the City of Leon Valley hereby officially approves the City Tax Roll as required by Section 26.09e of the State Property Tax Code.

2. A signed copy of this ordinance shall be submitted to Albert Uresti, MPA, PCC., Bexar County Tax Assessor-Collector.

3. This ordinance shall take effect immediately upon its passage and approval as required by law.

4. This Tax Roll statement is as of October 1, 2016.

PASSED and **APPROVED** this 15 day of November 2016.

_____
Mayor

ATTEST:

_____
City Secretary

APPROVED AS TO FORM:

_____
City Attorney

ITEM 6

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2016 **M&C # 2016-11-15-02**

TO: Mayor and Council

FROM: Kristie M. Flores, Community Development/Communications Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Wrap-Up Discussion of the first ever 2016 Leon Valley Ciclovía

PURPOSE

The purpose of this item is to give a final update of the city's first attempt at a Ciclovía Event. This report will include participants, activities, staffing, budget and any other relevant information. The discussion that results from this item should include direction from Council as to whether a 2017 Ciclovía should be considered.

SEE LEON VALLEY

Social Equity – Is demonstrated by the City by providing outstanding recreational amenities for residents and visitors to the first ever Ciclovía event. This encourages collaborative participation by residents, businesses and stakeholders in a family-friendly event promoting personal health and wellness.

Economic Development – The City's event exhibited a distinctive and welcoming identity by providing opportunities to participants to market their businesses and initiatives.

Environmental Stewardship – Waste managements and recycling was encouraged at this event. The event was marketed as zero waste and vendors were instructed to have postcards or paperwork no bigger than 5x7 to hand out to event participants.

FISCAL IMPACT

The Ciclovía budget was $12,000 and expenditures totaled $13,145.

STRATEGIC GOALS

The initiative is specific to Strategic Goal 1 "Economic Development" which encourages promoting the City and creating positive branding for the City.

RECOMMENDATION

A recommendation is not applicable. This is simply a wrap-up discussion of Ciclovía 2016.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

_____

_____

_____

_____

ATTEST:

_____

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Leon Valley Ciclovía

Family-Friendly, Fun & FREE

FOR MORE INFORMATION VISIT:
www.leonvalleytexas.gov

Wrap-Up Discussion
2016 Leon Valley Ciclovía

City Council Meeting

November 15, 2016

LEONVALLEY

Purpose

- Discuss the first ever Ciclovía held Saturday, October 29, 2016
- Streets were closed for a little over 5 hours and a safety environment created for participants

Purpose

Successes

- Communications: FD blocking streets and monitoring until PD arrived, PW did a nice job with pre-set up (bathrooms, tree delivery, stage delivery, recycle bins) and day of set-up
- Good Police presence throughout event
- Command post was staffed, NIMS communications worked out well
- Great staffing at each reclovía

-Volunteers were great – LDS provided several volunteers and most of them stayed through the entire event

LEONVALLEY

Purpose

Successes

-Advertising: flyers, various community meetings, the city website, FB and Next Door, portable signs, banners, news media, Express News advertisement, mail-outs. Staff attended the COSA Siclovia and passed out event flyers. Staff contacted all bicycle companies in COSA and surrounding area

-Public safety was a priority

LEONVALLEY

Purpose

Successes

-Good weather

-People who attended enjoyed the streets being closed. Interactions with the participants were positive and engaging. Good contacts were made with individuals that could bring products/activities to LV events

Purpose

<u>Improvements/Enhancements 2017</u>

-Recruit more sponsors

-Hold the event in conjunction with Arbor Day the first weekend of November (separate from T&T)

-More vendors and participants More food vendors requested (not the nature of the event but can be accomplished)

LEONVALLEY

Purpose

Improvements/Enhancements 2017

-Purchase street banners and advertise on the radio., send the mailers/postcards a month in advance, and have on site radio station promotion

-Overflow parking area next to pool needs to have more attendants. (i.e parking spaces can be chalked before event to assist with parking)

-More message boards with Ciclovía route and vendors at various reclovías.

LEONVALLEY

Purpose

Improvements/Enhancements 2017

-Begin event with a Kids race, tricycle race or skate race.

-Rotate out staff for breaks. Provide food for staff (i.e. sandwich deliveries).

-Have a pre-meeting the day before the event or the morning of the event for key staff, FD, PD and PW.

LEONVALLEY

Purpose

Improvements/Enhancements 2017

-Food vendors need to follow Fire Code (i.e. fire extinguisher)

-One complaint received from a person that could not get to T&T because of road closures

Fiscal Impact

Budget	$12,000
Expenditures	$13,145

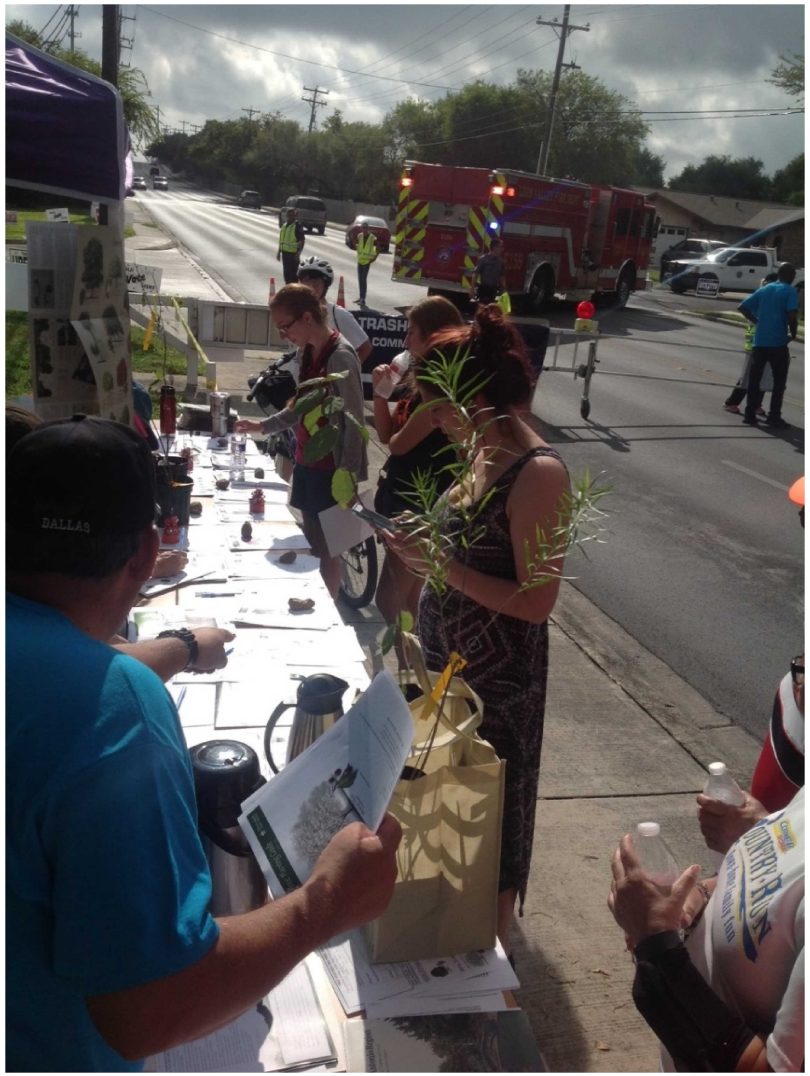
2016 CICLOVIA BUDGET

EVENT DATE: October 29, 2016

NAME	TYPE	AMOUNT	
HEB	Monetary Sponsor and donation of water	$ (1,000.00)	(80 cases of water)
FOOD VENDORS	Space Revenue - event food vendors	$ (450.00)	
ADVERTISING	portable signs, banners, a-frames, notice to residents, Express News, flyers	$ 9,318.09	
SOUND CITY PRODUCTIONS	3 sound systems and one stage	$ 3,950.00	
TOSA	t-shirts	$ 262.50	
COLV OVERTIME	personnel	$ 1,004.00	**pending actual
MISCELLANEOUS SUPPLIES	jump ropes	$ 60.80	
TOTAL EXPENDITURES		**$ 13,145.39**	
AMOUNT BUDGETED	SPECIAL EVENTS BUDGET	**$ 12,000.00**	
		$ (1,145.39)	

Discussion

- Will there be a Ciclovía 2017?
- What are Council's suggestions for a 2017 Ciclovía if there is one?



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CICLOVIA
2016

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Leon Valley Ciclovía

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Wrap-Up Discussion
2016 Leon Valley Ciclovía

City Council Meeting

November 15, 2016

LEONVALLEY

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2016 **M&C # 2016-11-15-03**

TO: Mayor and Council

FROM: Kristie M. Flores, Community Development/Communications Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Consideration and Action on an In Kind Grant request by the Leon Valley Historical Society for use of the Leon Valley Community Center at 6427 Evers Road for their Pioneer Fundraising Gala.

PURPOSE

The City Council adopted an In Kind Grant process by which organizations and stakeholders can request in kind services from the City. The Leon Valley Historical Society is requesting in kind grant use of the Leon Valley Community Center on Friday, November 18, 2016 for their Pioneer Gala. The request includes the use of the facility, security and the waiver of all fees.

The set-up the Center will be during business hours from 2:00p.m.-5:00p.m. on Friday. The event will begin at 6:30p.m. and will end at 10:30p.m. The Historical Society is requesting security for 80-120 guests and will breakdown the event the same night. The purpose of the event is to fundraise to benefit the Huebner-Onion Homestead and Stagecoach Stop Restoration and the Leon Valley Historical Society. The event promotes stakeholder participation between the Historical Society and the City. This is a catered event and alcohol will be served. In reviewing the Community Center calendar and City resources the date and facility are available for use.

The In Kind Grant Committee consists of representation from Public Works, the Leon Valley Library, the Community Development/Communications Department.

The In Kind Grant Committee evaluated the request based on the criteria outlined in the grant policy and guidelines. A scoring matrix was created to further evaluate the request. Per the matrix the maximum score is 100. In evaluating the request, a score of 70 or above results in an affirmative recommendation by the committee member, to then forward to Council for final consideration.

The attached request scored a median average of 83, resulting in a recommendation of approval to be forwarded to the City Council for final consideration.

SEE LEON VALLEY

Social Equity – Supports collaborative participation between the Leon Valley Historical Society. This also supports the Memorandum of Understanding between the Historical Society and the City.

Economic Development – Although there is not a direct effect on economic development; indirectly this event supports the future restoration of the Huebner-Onion Homestead which is a landmark of the City and can generate economic development and sales tax revenue in the future.

Environmental Stewardship – N/A.

FISCAL IMPACT

If approved, the grant would waive the following fees:

Security	$132
Cleaning Fees	$200
Rental Fees	$700
Deposit	$250
Total Fees Waived	**$1,282**

STRATEGIC GOALS

The request is indirectly related to Strategic Goal 1 "Economic Development" which encourages promoting the City and creating positive branding for the City. By continuing a positive partnership with Leon Valley Historical Society, the City promotes positive collaboration and features its available facilities and amenities.

RECOMMENDATION

The In-Kind Grant Committee forwards a recommendation of approval with a score of 83.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

_____

_____

_____

ATTEST:

_____

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

IN-KIND GRANT ASSISTANCE APPLICATION

ORGANIZATION NAME: Leon Valley Historical Society
P. O. Box 380644
San Antonio, TX. 78268-7644

Telephone Number: (210) 684-8586

Type of Organization: Non-profit

Answers to In-Kind Grant Assistance Application:

1. Pioneer Gala, November 18, 2016, 6:30 – 10:30 p.m. at Leon Valley Community Center.

2. Event set up: November 18, 2016 from 2:00 to 5:00 p.m.

3. Event breakdown: November 18, 2016.

4. To benefit the Huebner-Onion Homestead and Stagecoach Stop Restoration and the Leon Valley Historical Society (LVHS).

5. Other funding sources for the event: ticket sales, sponsorships, program ads, silent auction.

6. No sale of alcohol.

7. The City of Leon Valley (COLV) has a memorandum of understanding with the LVHS that it will cooperate with the LVHS in executing the Master Plan for the Huebner-Onion complex. COLV has cooperated with the LVHS since 2000; this included the City providing the Community Center free for this annual gala. (LVHS paid for clean up and security). COLV has recently applied for a state matching grant to begin to carry out the LVHS Master plan for the Bandera Road frontage/triangle park in the Huebner-Onion complex. The completion of this project will enhance the attractiveness of Bandera Road and increase sales tax revenue for the city.

8. We are requesting table set-up and take down as well as Community Center usage.

9. LVHS has consistently received in kind assistance from COLV since 2000, by written agreement during the 2005-2015 lease of the Natural Area to the LVHS. As stated, COLV has consistently provided the Community Center without charge for the annual fundraising dinner.

10. This is the first request for assistance under this program.

11. Target audience is all citizens interested in supporting local history and culture, both within and outside Leon Valley. We have been consistently supported by the San Antonio Conservation Society and the Texas Historical Commission. The Homestead is on the National Register of Historic Places. Expected number of participants is 80-120.

12. The Gala is advertised through our website, lvhistoricalsociety.org; in the Lions Roar; COLV's ENEWS; personal contacts with businesses and citizens; public service announcements; notice to LVHS members and past attendees.

Thank you for your consideration of this in-kind assistance grant application.

Submitted By: Leon Valley Historical Society Board
Contact: Kathy Hill – (210) 313-7484 – cell
kathy@khillpr.com

Attachments: 501 (c) 3 designation
LVHS Pioneer Gala Budget 2016

LEON VALLEY HISTORICAL SOCIETY PIONEER GALA BUDGET – 2016

Estimated Income: **(ticket sales, program ads, sponsorships, auction)**	**$8,000.00**
Estimated Expenses: **(meals, decorations, music, etc)**	**$2,000.00**
Estimated net Income:	**$6,000.00**

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: NOV 25 2005

LEON VALLEY PAGEANT ASSOCIATION
6939 FOREST WAY
SAN ANTONIO, TX 78240

Employer Identification Number:
74-2295892
DLN:
17053302717005
Contact Person:
THOMAS C KOESTER ID# 31116
Contact Telephone Number:
(877) 829-5500
Public Charity Status:
170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated MARCH 2002, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:30 a.m. - 5:30 p.m. Eastern time.

Please keep this letter in your permanent records.

Sincerely yours,

Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

Consideration & Action on an In Kind Grant Request by Leon Valley Historical Society

City Council Meeting

November 15, 2016

LEONVALLEY

Purpose

- The Leon Valley Historical Society is requesting in kind grant use of the Leon Valley Community Center on Friday, November 15, 2016 for their Pioneer Fundraising Gala.

Background/Request

- The request includes the use of the facility, security, and waivers for rental fees and cleaning fees.
- The set-up will be during business hours from 2pm-5pm. The event will occur from 6:30pm to 10:30pm.

LEONVALLEY

Background/Request

- The Historical Society is requesting security for 80-120 guests
- This is a fundraising event
- Community Center is available for the noted date

Background/Request

- The In Kind Grant Committee reviewed the request.
- Evaluated the request based on the criteria outlined in the grant policy and guidelines.
- Per the scoring matrix the maximum score is 100.

LEONVALLEY

Background/Request

- A score of 70 or above results in an affirmative recommendation by the committee member
- Per guidelines Committee findings are forwarded to Council for final consideration.
- Request scored a median average of 83 resulting in a recommendation of approval to Council.

LEONVALLEY

Fiscal Impact

- If approved, the grant would waive the following fees:

Security	$132
Cleaning Fees	$200
Rental Fees	$700
Deposit	$250
Total Fees Waived	**$1,282**

LEONVALLEY

S.E.E Statement

- **Social Equity** – Supports collaborative participation between the LV Historical Society and the City.
- **Economic Development** – Restoration of the Huebner-Onion Homestead promotes economic development in the future.
- **Environmental Stewardship** – N/A.

LEONVALLEY

Strategic Goals

Strategic Goal 1 “Economic Development” which encourages promoting the City and creates positive branding for the City.

*Partnership with the Leon Valley Historical Society promotes a positive stakeholder collaboration and features available City facilities and amenities.

Recommendation

Recommended for Approval to Council by the In Kind Grant Committee with a score of 83.

Consideration & Action on an In Kind Grant Request by Leon Valley Historical Society

City Council Meeting

November 15, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2016 **M&C # 2016-11-15-04**

TO: Mayor and Council

FROM: Kristie M. Flores, Community Development/Communications Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Consideration and Action on an In Kind Grant request by the Representative Justin Rodriguez for use of the Leon Valley Community Center at 6427 Evers Road for their 2016 District 125 Holiday Party.

PURPOSE

The City Council adopted an In Kind Grant process by which organizations and stakeholders can request in kind services from the City. Representative Rodriguez is requesting in kind grant use of the Leon Valley Community Center on Friday, December 8, 2016 for their 2016 District 125 Holiday Party. The request includes the use of the facility, security and the waiver of all fees.

The set-up and event are proposed from 3:30p.m.-10:30p.m. Representative Rodriguez's Office anticipates 300 guests. The purpose of the event is to thank constituents that have been part of District 125 and who have volunteered in the district. The event promotes stakeholder participation between the Texas State Representative Justin Rodriguez of District 125 and the City. This is a catered event and no alcohol will be served. In reviewing the Community Center calendar and City resources the date and facility are available for use.

The In Kind Grant Committee consists of representation from Public Works, the Leon Valley Library, and the Community Development/Communications Department.

The In Kind Grant Committee evaluated the request based on the criteria outlined in the grant policy and guidelines. A scoring matrix was created to further evaluate the request. Per the matrix the maximum score is 100. In evaluating the request, a score of 70 or above results in an affirmative recommendation by the committee member, to then forward to Council for final consideration.

The attached request scored a median average of 81, resulting in a recommendation of approval to be forwarded to the City Council for final consideration.

SEE LEON VALLEY

Social Equity – Supports collaborative participation between the State District 125 and the

City. Residents of the District are also invited to attend.

Economic Development – The event features the Community and Conference Center grounds during the Christmas season. This promotes City facilities and may generate revenue from future renters. Collaboration with a State agency is also attractive to potential developers in the City as it demonstrates mutual collaboration.

Environmental Stewardship – N/A.

FISCAL IMPACT

If approved, the grant would waive the following fees:

Security	$132
Cleaning Fees	$200
Rental Fees	$700
Deposit	$250
Total Fees Waived	**$1,282**

STRATEGIC GOALS

The request is indirectly related to Strategic Goal 1 "Economic Development" which encourages promoting the City and creating positive branding for the City. By continuing a positive partnership with Texas District 125, the City promotes positive collaboration and features its available facilities and amenities.

RECOMMENDATION

The In-Kind Grant Committee forwards a recommendation of approval with a score of 81.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

_____

_____

_____

ATTEST:

_____

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Consideration & Action on an In Kind Grant Request by Representative Justin Rodriguez of District 125

City Council Meeting

November 15, 2016

LEONVALLEY

Purpose

- Representative Justin Rodriguez is requesting in kind grant use of the Leon Valley Community Center on Friday, December 8, 2016 for their 2016 District 125 Holiday Party.

LEONVALLEY

Background/Request

- The request includes the use of the facility, security, and waivers for rental fees and cleaning fees.
- The set-up and event will be from 3:30pm to 10:30pm.

Background/Request

- The District Office anticipates 300 guests
- This is not a fundraising event
- Community Center is available for the noted date and time

LEONVALLEY

Background/Request

- The In Kind Grant Committee reviewed the request.
- Evaluated the request based on the criteria outlined in the grant policy and guidelines.
- Per the scoring matrix the maximum score is 100.

LEONVALLEY

Background/Request

- A score of 70 or above results in an affirmative recommendation by the committee member
- Per guidelines Committee findings are forwarded to Council for final consideration.
- Request scored a median average of 81 resulting in a recommendation of approval to Council.

LEONVALLEY

Fiscal Impact

- If approved, the grant would waive the following fees:

Security	$132
Cleaning Fees	$200
Rental Fees	$700
Deposit	$250
Total Fees Waived	**$1,282**

LEONVALLEY

S.E.E Statement

- **Social Equity** – Supports collaborative participation between the District 125 and the City.
- **Economic Development** – The event features the Community and Conference Center grounds during the Christmas season. This promotes City facilities and may generate revenue from future renters. Collaboration with a State agency is also attractive to potential developers in the City as it demonstrates mutual collaboration.
- **Environmental Stewardship** – N/A.

LEONVALLEY

Strategic Goals

Strategic Goal 1 “Economic Development” which encourages promoting the City and creates positive branding for the City.

*Partnership with the Texas State District 125 promotes positive stakeholder collaboration and features available City facilities and amenities.

Recommendation

Recommended for Approval to Council by the In Kind Grant Committee with a score of 81.

Consideration & Action on an In Kind Grant Request by Representative Justin Rodriguez of District 125

City Council Meeting

November 15, 2016

LEONVALLEY

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2016 **M&C # 2016-11-15-05**

TO: Mayor and Council

FROM: Kelly Kuenstler, City Manager
Joseph Salvaggio, Chief of Police

SUBJECT: Discussion of Leon Valley Police Organizational Chart Restructure and Requested Budget Adjustment and Related Ordinance

PURPOSE

The Purpose of this document is to update the City Council on proposed changes to the City of Leon Valley's Police Department Organizational Chart. Furthermore, a budget adjustment and related ordinance are necessary in three separate funds as indicated below in the fiscal impact section. Attached is a copy of the proposed organizational chart.

FISCAL IMPACT

The below impacts would be effective from January 03, 2017 to September 30, 2017 and will be taken out of fund balance.

Downgrade of Assistant Chief Position to Captain (salary upgrade to market) and Addition of Sergeant over the Detective Unit, Property Room, Animal Control and Code Compliance in **Crime Control & Prevention Fund &** : $52,396.00

Addition of Lieutenant over Patrol and Upgrade in Task Force Officers to Detectives out of **General Fund**: $78,000.00

Addition of one officer on Shift B out of **Police Forfeiture Funds**: $49,448.00

S.E.E. IMPACT STATEMENT

Social Equity – Impacts could be seen in crime reduction, fewer traffic accidents and in areas of enforcement. In neighborhood assignments; officers should get to know residents better and be able to recognize neighborhood patterns more easily.

Economic Development – The City of Leon Valley could recognize an economic benefit from a fully staffed police department. Economic impacts are recognized in crime reduction and in enhanced enforcement. Crime reduction results in positive economic impacts to the citizens and in reduced litigation. Enhanced enforcement results in positive economic impacts in the area of citation revenue, community service hours and most importantly, safety for all drivers and citizens in Leon Valley.

Environmental Stewardship – N/A,

RECOMMENDATION

Approve proposed organizational chart, budget adjustments and related ordinances for the Leon Valley Police Department.

APPROVED: _____ DISAPPROVED: _____

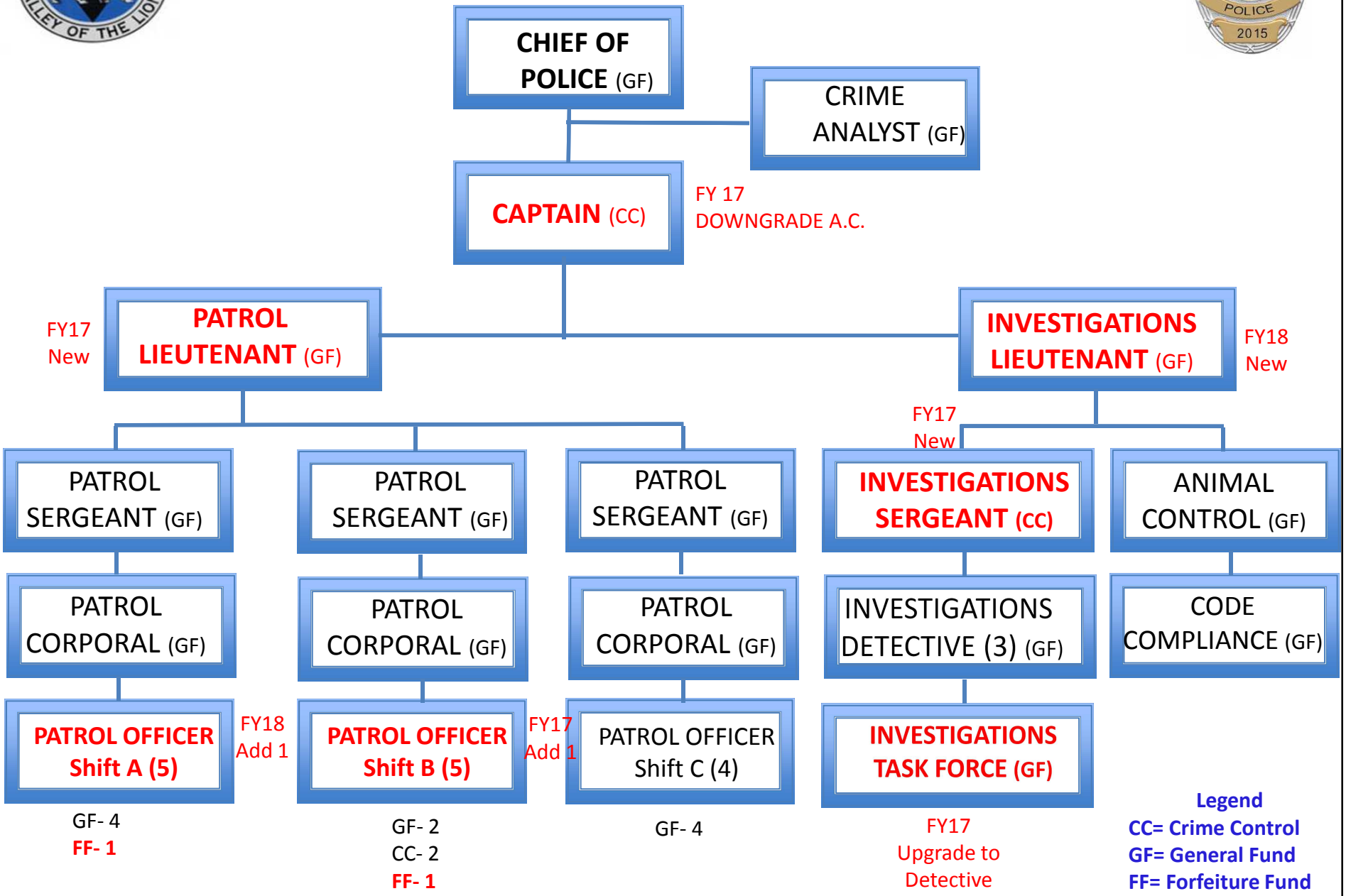
APPROVED WITH THE FOLLOWING AMENDMENTS:

_____

ATTEST:

_____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

LEON VALLEY POLICE PROPOSED ORG CHART



LEONVALLEY
ECONOMIC DEVELOPMENT CORPORATION

CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION (LVEDC)
BOARD OF DIRECTORS REGULAR MEETING
Leon Valley City Hall - Council Chamber
6400 El Verde Road, Leon Valley, Texas 78238
Wednesday, September 28, 2016 at 4:00 p.m.

MINUTES

The Leon Valley Economic Development Corporation met on the 28th day of September, 2016 at the Leon Valley City Hall Council Chamber located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

1. **Call to Order and Determine if Quorum is Present.**

The meeting was called to order by Vice President Joseph Nazaroff at 4:02 p.m. on September 28, 2016. A quorum was declared to be in attendance. Those Directors in attendance were: Treasurer Michael McCarley, Secretary Larry Proffitt, Director David Jordan, Director Monica Alcocer and Director Gayle Monnig.

Also in attendance were:
City/Board Attorney Denise Frederick and Economic Development Administrative Assistant Ana Federico.

2. **Citizens to be Heard.**

None

3. **The Leon Valley Economic Development Corporation shall meet in Executive Session under Texas Government Code §551.074 *Personnel Matters* to deliberate the appointment of the Leon Valley Economic Development Director. (J. Nazaroff)**

The LVEDC Board of Directors went into closed executive session at 4:04 p.m.

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

The LVEDC Board reconvened into regular session at 8:37 p.m.

A motion was made by Director Monica Alcocer and seconded by Treasurer Michael McCarley to move forward with processing the application for candidate Amber Anthony which was selected as a possible choice to serve as the new Leon Valley Economic Development Director. Also to conduct a background check and whatever is necessary to offer Ms. Anthony the Economic Development Director position. Upon a unanimous vote, Vice President Joseph Nazaroff announced the motioned carried.

5. **Consider, discuss and take possible action to elect new board President. (J. Nazaroff)**

A motion was made by Director David Jordan and seconded by Director Gayle Monnig to elect Mr. Joseph Nazaroff as the new LVEDC President. Upon a unanimous vote, President Joseph Nazaroff announced the motion carried.

6. Consider, discuss and take action to approve LVEDC Minutes. (L. Proffitt)
a) August 24, 2016 Regular LVEDC Meeting

A motion was made by Director Monica Alcocer and seconded by Treasurer Michael McCarley to approve LVEDC Regular Minutes for August 24, 2016. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

7. Consider, discuss and take possible action on LVEDC YouTube Channel. (A. Federico)

Economic Development Administrative Assistant Ana Federico informed the board about the existence of a YouTube channel for the LVEDC. Ms. Federico explained the item on the agenda was for the board to consider and discuss and vote on making the channel public or not use it at all for LVEDC public meeting recording purposes.

A motion was made by Director Monica Alcocer and seconded by Treasurer Michael McCarley to disapprove live streaming or LVEDC meeting recording uploads to YouTube. Also to bring this item back to a future agenda for further discussion on LVEDC live streaming meetings. Upon a vote of three (3) for, and two (2) opposed, President Joseph Nazaroff announced the motion carried. Directors David Jordan and Gayle Monnig cast the negative votes.

8. Consider, discuss and take possible action to approve funding for advertisement of the Ballot not to exceed $300.00. (L. Proffitt)

A motion was made by Director Gayle Monnig and seconded by Director David Jordan to approve funding for advertisement of the Ballot not to exceed $300.00.

Director Gayle Monnig then withdrew her motion and Director David Jordan withdrew his second.

A new motion was made by Director Gayle Monnig and seconded by Secretary Larry Proffitt to approve funding for ballot information to be distributed in Leon Valley not to exceed $300.00. Upon a vote of four (4) for, and one (1) opposed, President Joseph Nazaroff announced the motion carried. Treasurer Michael McCarley cast the negative vote.

9. Consider, discuss and take possible action to approve expenditures for September 2016 and review update on LVEDC Financial Report (as of August 31, 2016). (Finance Work Group)

Economic Development Administrative Assistant Ana Federico informed the board about its September 2016 expenses.

A motion was made by Secretary Larry Proffitt and seconded by Treasurer Michael McCarley to approve September 2016 expenditures *excluding* expenditures for conference registrations and memberships. With no vote from the board members, the motion failed.

A new motion was made by Secretary Larry Proffitt and seconded by Director Monica Alcocer to approve September 2016 expenditures *including* expenditures for conference registrations and memberships; but only if Board Director Patricia Manea is willing to attend. If not, let it be approved to

suspend conference registrations and memberships fees until the new budget is in effect October 1, 2106. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

10. Consider, discuss and take possible action on the proposed repayment plan by the Leon Valley Area Chamber of Commerce. (L. Proffitt)

A motion was made by Director David Jordan and seconded by Secretary Larry Proffitt to send a letter to the Leon Valley Area Chamber of Commerce (LVACC) via registered mail as a reminder that payment was due September 1st. Also assigning City/Board Attorney Denise Frederick to draft the letter and send it before the October 4, 2016 mediation.

Director David Jordan then withdrew his motion and Secretary Larry Proffitt withdrew his second.

A new motion was made by Director David Jordan and seconded by Secretary Larry Proffitt to send via email a notification to the LVACC and inform them they are now past due on their payment to the LVEDC and that the Board requests payment in 3 days. Upon a vote of four (4) for, and one (1) opposed, President Joseph Nazaroff announced the motion carried. Director Gayle Monnig cast the negative vote.

11. Consider and discuss the possible function of the LVEDC under the new structure pending the November election. (L. Proffitt, J. Nazaroff)

A motion was made by Director Monica Alcocer and seconded by Secretary Larry Proffitt to table item 11 to next LVEDC Regular meeting. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

12. Consider, discuss and take possible action to assign an LVEDC Board Director to attend the Texas Economic Development Council (TEDC) Annual Conference: October 19-21, 2016 Time: Wednesday 11am-Friday 12 pm. (J. Nazaroff)

A motion was made by Director Monica Alcocer and seconded by Secretary Larry Proffitt to assign President Joseph Nazaroff to attend the Texas Economic Development Council (TEDC) Annual Conference.

Director Monica Alcocer then withdrew her motion and Secretary Larry Proffitt withdrew his second.

A new motion was made by Director Monica Alcocer and seconded by Director Gayle Monnig to add $500.00 more the September 2016 Accounts Payable to cover the registrations for President Joseph Nazaroff and Board Director Patricia Manea to attend the Texas Economic Development Council (TEDC) Annual Conference. Upon a unanimous vote, President Joseph Nazaroff announced the motioned carried.

13. Announcements

a) **Thank you Board Members for attending the Special Parliamentary Procedure and Open Meeting Training on Saturday, August 27, 2016. Board Directors in attendance were: Patricia Manea, Larry Proffitt, Gayle Monnig, Monica Alcocer, David Jordan and Mike McCarley.**

b) **Mediation between the LVEDC and the LVACC Wednesday, October 04, 2016 at 1:00 p.m.**
President Joseph Nazaroff asked Economic Development Administrative Assistant Ana Federico to check with Board Director Patricia Manea and see if she's planning to attend this mediation. If not, to notify President Joseph Nazaroff so he can attend on Ms. Manea's behalf.

c) **LVEDC 09-21-16 Finance Work Group Meeting Notes have been attached to meeting packet for LVEDC Board to review.**
d) **Next Finance Work Group Meeting Wednesday, October 19, 2016 at 10:00 a.m.**
President Joseph Nazaroff informed the board he will not be able to attend the Finance meeting due to another meeting he will be attending that day and time.
e) **Next LVEDC Board Meeting Wednesday, October 26, 2016 at 6:00 p.m.**
f) **Other announcements by LVEDC Board members.**
No other announcements were made.

7. Adjourn

Upon a unanimous vote, President Joseph Nazaroff adjourned the meeting at 9:49 p.m.

These minutes approved by the Leon Valley Economic Development Corporation on the 26th of October, 2016.

APPROVED

ATTEST: Larry W. Proffitt
LARRY PROFFITT
LVEDC SECRETARY

JOSEPH NAZAROFF
LVEDC PRESIDENT

City of Leon Valley
Community Events Committee
September 21, 2016

MINUTES

The meeting of the Community Events Committee convened on Wednesday at 6:33 p.m. in the Leon Valley Conference Room, 6400 El Verde Rd., Leon Valley, Texas 78238.

I. ROLL CALL

Present were Chairman Carlos Vera, Committee Secretary Darcy Vera, Jackie Walton, Catherine Rodriguez and Council Member Belinda Ealy. Communication Director Kristie Flores and Staff Liaison Sylvia Irwin were also in attendance. Absent members were Committee Members Ricardo Ruiz, Larry Schaeff, Bobbie Schaeff and Evelyn Scarborough.

II. APPROVAL OF MINUTES

A motion to approve the minutes as written was made by Chairman Carlos Vera and the meeting minutes were accepted by the committee as read with none opposed.

III. NEW BUSINESS

Chairman Carlos Vera proceeded to open the meeting with a review of Ciclovia from Communications Director Kristie Flores who stated a sponsor for this event is HEB who offered $1,000.00 and eighty cases of water. Walgreens is still pending a response.

Communication Director Kristie Flores announced that the YMCA of Greater San Antonio is having their Siclovia event on Broadway Street at 10:00 a.m. to 3:00 p.m. on Saturday, September 24th, 2016. An event flyer was handed out and Committee Members were invited to attend this event.

There will be parking at both the Department of Public Safety and Latter Day Saints Church parking lots. Bishop Winter will also provide twenty volunteers.

Ciclovia participants include: Bandera Bowl, Tail Waggerz, Cheer-ific, Elite Fitness and BBE Fitness. Combined events that day will be Northwest Senior Club, Trash & Treasure, Arbor Day tree adoptions, Library Halloween Party, a 1.5 mile bike course and food truck vendors accepted by online application only.

Committee Member Catherine Rodriguez inquired if North Star Sports could be asked to participate.

Chairman, Carlos Vera asked if we have obtained media sponsors.

Communication Director Kristie Flores discussed the distribution of flyers, city website, Lion's Roar, our city LED sign and has reached out to KSAT for media coverage.

City Manager Kelly Kuenstler joined our meeting as Chairman Carlos Vera asked the Committee for a review of Grandparents' Day.

Staff Liaison Sylvia Irwin discussed that the event was not as well attended as hoped and that some guests accepted the carnation and rejected the "Happy Grandparents' Day" etched glass vase. Refreshments of regular cookies and gluten-free cookies, punch, fruit trays and water with cut limes were supplied for this event as agreed by the Committee.

City Manager Kelly Kuenstler stated that there were many 911 events that day which could have contributed to our low turnout and advised that the city has now purchased robo call. This system is programmed to call a set area code of telephone numbers programmed into it. The Committee can now utilize this service in the future.

Council Member Belinda Ealy suggested the Committee consider renting a bus or van to pickup guests that may not have transportation and handout blankets at the door for guests who get cold during the concert. The Committee took no action on these suggestions.

IV. OTHER BUSINESS

Communication Director Kristie Flores announced that she will replace former Community Development Director Elizabeth Carol who is no longer employed with the city.

Chairman Carlos Vera announced that the next Community Events Meeting will be held on October 19th, 2016.

V. ADJOURN

A motion to adjourn was made by Chairman Carlos Vera and seconded by Committee Member Catherine Rodriguez. The meeting was adjourned at 7:28 p.m.

Chair Carlos Vera

Staff Sylvia J. Irwin