

CITY OF LEON VALLEY



CITY OF LEON VALLEY CITY COUNCIL SPECIAL AND REGULAR MEETING

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, November 10, 2014

AGENDA

SPECIAL CITY COUNCIL MEETING

1. **5:45 P.M.** Call to order, Determine a Quorum is Present.
2. The City Council shall meet in Executive Session under Texas Local Government Code §551.074 *Personnel Matters* to conduct and discuss the following Tier I interviews:
M&C #2014-11-10-01 (S. Passailaigue)
 - Zoning Board of Adjustment:
 - 5:45 p.m. – Barbara Dean
 - 6:30 p.m. – Tony Westrich
 - Zoning Commission:
 - 6:00 p.m. – David Edwards
 - 6:15 p.m. – Larry Proffitt
 - 6:30 p.m. – Tony Westrich
3. Reconvene into Open Session and take action on issues discussed in Executive Session if necessary.
4. Adjournment

REGULAR CITY COUNCIL MEETING

5. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
6. Presentation on the City's Participation in the 2014 Walk and Roll Challenge and Recognition of Firefighters Gabriel Nerio and Ryan Jones for coordinating the event.
7. Certificate of Appreciation for 25 years of service to the Leon Valley Fire Department presentation to Lieutenant Richard Schwarz.
8. **Citizens to be Heard and Time for Objections to the Consent Agenda.** "Citizens to be heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the City Council. Should

a member of the public bring an item to the City Council, for which the subject was not posted on the agenda of that meeting, the City Council may receive the information but cannot act upon it during the meeting. City Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the City Council. **Citizens must sign the appropriate sign-in sheet by 7:15 p.m.**

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

CONSENT AGENDA

9. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) October 13, 2014 Regular City Council Meeting
 - b) October 25, 2014 Coffee with the Mayor & Council
10. Consideration of Resolution No. 14-025R appointing members to the Zoning Commission, Zoning Board of Adjustment and Beautification Committee. **M&C #2014-11-10-02 (S. Passailaigue)**
11. Consideration of Resolution No. 14-026R amending the roster of the City Council Sub-Committees on Policy and Economic Development. **M&C #2014-11-10-03 (S. Passailaigue)**
12. Approval of Quarterly Investment Report for the quarter ending September 30, 2014. **M&C #2014-11-10-04 (V. Wallace)**
13. Approval of Annual Investment Report for the fiscal year ending September 30, 2014. **M&C #2014-11-10-05 (V. Wallace)**
14. Annual review and adoption of Investment Policy. **M&C #2014-11-10-06 (V. Wallace)**
15. Consideration of the annual service agreement between City of Leon Valley and the Leon Valley Economic Development Corporation. **M&C #2014-11-10-07 (C. Mora)**
16. Consideration and Action on a Variance Request by Seth Thomas, owner of Diamond Shine Carwash, to Chapter 3.04.013, "Temporary Signs," to display two (2) temporary banners for six (6) months generally located at 7210 Bandera Road. **M&C #2014-11-10-08 (K. Flores)**
17. Approval of the Tax Roll for the City of Leon Valley, Texas, for the 2014 Tax Year and the attached Ordinance No. 14-024. **M&C #2014-11-10-09 (V. Wallace)**

DISCUSSION AGENDA

18. An item to receive, obtain and allow citizen input on the development of the Silo Property that is being considered for open-space recreational use. The property is located on Huebner Road adjacent to the Canterfield Subdivision. **M&C #2014-11-10-10 (M. Longoria)**

19. Presentation and discussion on the City's policy on Public Gatherings in public spaces in the City of Leon Valley. **M&C #2014-11-10-11 (R. Wallace)**

REGULAR AGENDA

20. Update on the 2014 Jazz Festival. **M&C #2014-11-10-12 (P. Biever/R. Ruiz)**
21. Consideration of Ordinance No. 14-026 amending regulations regarding yard signs and political signs. **M&C #2014-11-10-13 (K. Flores)**
22. An item to authorize the extension of the agreement between SA Pool Management and the City of Leon Valley for one year to manage the Leon Valley City Pool for the 2015 Summer Season. **M&C #2014-11-10-14 (M. Moritz)**
23. Presentation regarding the traffic impact worksheet for the San Antonio Aquarium at 6320 Bandera Rd. with possible direction for the City Staff to initiate a level 1 traffic impact analysis. **M&C #2014-11-10-15 (K. Flores)**
24. Consideration to authorize the City Manager to enter into an installation contract with ElectraLink, Inc., to provide audio visual and overhead paging equipment installation services for the new fire station. **M&C #2014-11-10-16 (M. Moritz)**
25. City Manager's Report:
- a) Reorganization of City Staff
 - b) Update on DPS Development Agreement and Pending Issues (striping, traffic light & study)
 - c) Monthly Departmental Reports
 - d) Approved Minutes from Boards, Commissions and Committees
 - e) Future Agenda Items:
 - o Silo Property – Public Comment – December 8th
 - o Zoning Amendment – Redefining "Family" in the R-1 Zoning Districts
 - o Amendments to Public Gatherings Policy (December 2014)
26. Upcoming Important Events:
- a) 11/11/14 – City Offices will be closed in observance of Veterans Day
 - b) 11/27/14 – 11/28/14 – City Offices will be closed in observance of the Thanksgiving holiday
 - c) 12/8/14 – Christmas Tree Lighting Ceremony at 6:30 p.m.
 - d) 12/8/14 – Regular City Council Meeting at 7:30 p.m.
 - e) 01/24/15 at 8:30 a.m. until noon – Annual Town Hall Meeting
27. The City Council shall meet in Executive Session under Texas Local Government Code to discuss the following:
- a) §551.072 *Deliberation Regarding the Purchase of Real Property* located at 6312 El Verde Road; and
28. Citizens to be Heard
29. Announcements by the Mayor and City Council Members. At this time, reports about items of community interests on which no action will be taken may be given to the public as per Chapter 551.0415 of the Local Government Code, such as: expressions of thanks, congratulations or

condolences, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City Official.

30. Adjournment

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

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

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on November 07, 2014 at 11:30 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

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C# 2014-11-10-01**

TO: Mayor and City Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria, Jr., City Manager

SUBJECT: Interviews for Tier 1 Volunteer Appointments.

PURPOSE

The purpose of this Executive Session agenda item is to allow City Council to review the applications and resumes for all NEW Tier I board applicants; and to hold interviews with each applicant pursuant to Ordinance 2014-01-13-02.

Applicability

The term of “Boards and Commissions” shall cover all Advisory Boards, statutory Boards and Commissions, Ad-hoc and Standing Committees, and Corporations. These Boards and Commissions have been categorized into three tiers.

Tier I – Statutory Boards, Commissions and Corporations (Policy Making Authority)

- Board of Adjustments (No applications received)
- Zoning Commission
- Leon Valley Economic Development Corporation

NO VOTE WILL BE TAKEN IN EXECUTIVE SESSION

FISCAL IMPACT

None.

RECOMMENDATION

None.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ZONING COMMISSION (4th Tuesday of the month at 7pm - Council Chambers)	
Claude Guerra	Chairman (7) Term expires May 31, 2015
Phyllis McMillan	1st Vice Chairman (5) Term expires May 31, 2015
Olen Yarnell	2nd Vice Chairman (3) Term expires May 31, 2015
Hal Burnside	Commissioner (2) Term expires May 31, 2016
Nicole Monsibais	Commissioner (6) Term expires May 31, 2016
Pedro Esquivel	Commissioner (1) Term expires May 31, 2015
Carlos D Fernandez	Commissioner (4) Term expires May 31, 2016
David Jordan	1 st Alternate Term expires May 31, 2015
Vacant	2 nd Alternate term to expire May 31, 2016
Vacant	3 rd Alternate Term expires May 31, 2015
Kristie Flores	Staff Liaison
BOARD OF ADJUSTMENT (Meets as needed)	
	Chairman
Lupita Carpio	Board Member
Lucinda Mandujano	Board Member
Ray Olvera	Board Member
Vivian Pankey	Board Member
Liz Maloy	1 st Alternate
Vacant	2 nd Alternate
Vacant	3 rd Alternate
Kristie Flores	Staff Liaison

Saundra Passailaigue

From: Kristie Flores
Sent: Friday, November 07, 2014 9:14 AM
To: Manny Longoria; Crystal Caldera
Cc: Saundra Passailaigue
Subject: RE: same person on BOA and ZC

In my professional opinion it is best that the same person does not serve on both the Zoning Commission and Board of Adjustment.

The Zoning Commission are charged with honoring the regulations in the Zoning Code as written, while the Board of Adjustment considers variances and special exceptions to the Zoning Code under very specific criteria. This could get confusing for a person if they serve on both Boards simultaneously or perhaps even create a conflict of interest.

Just my two cents – thanks!

Kristie



Kristie M. Flores
Director, Community Development



6400 El Verde Road
Leon Valley, TX 78238
(210) 684-1391 ext. 227

Monday – Thursday
7:30 a.m. – 5:30 p.m.

Friday
7:30 a.m. – 11:30 a.m.



2014



WALK & ROLL CHALLENGE

IN APPRECIATION TO

CITY OF LEON VALLEY

**FOR PARTICIPATING IN THE
2014 WALK & ROLL CHALLENGE**

**PRESENTED BY THE
ALAMO AREA COUNCIL OF GOVERNMENTS
ON OCTOBER 27, 2014**



PROCLAMATION OF APPRECIATION

WHEREAS, Richard Schwartz has completed Twenty-Five Years of service with the Leon Valley Fire Department serving the City of Leon Valley and its citizens since April 1989;

WHEREAS, Richard Schwartz has distinguished himself with advancements through the years from Firefighter/Paramedic, Firefighter Engineer and in 2013 was appointed to the position of Fire Lieutenant;

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 Richard Schwartz of the Leon Valley Fire Department for his Twenty-Five years of dedicated and loyal service to our community.

Signed by my hand on this the 10th day of November, 2014.

Mayor Chris Riley

CITY OF LEON VALLEY



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

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, October 13, 2014

MINUTES

The City Council of the City of Leon Valley, Texas met on the 13th day of October, 2014 at 7:00 p.m. 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, Determine a Quorum is Present.

Mayor Riley called the Regular City Council Meeting to order at 7:00 p.m. Mayor Riley and asked John Von Gruenigen to lead the Pledge of Allegiance.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Councilmen Ricardo Ruiz, Carmen Sanchez, Abraham Diaz, Benny Martinez and Paul Bieber. City Manager Manuel Longoria, Jr., City Secretary Sandra Passailaigue, Human Resources Director Crystal Caldera, Economic Development Director Claudia Mora, Assistant Public Works Director David Dimaline, Police Chief Randall Wallace, Fire Chief Luis Valdez and Assistant Fire Chief Billy Lawson were also present.

Proclamation declaring October 2014 Breast Cancer Awareness Month in the City of Leon Valley, Texas.

Mayor Chris Riley asked City employees Angela Trejo, Administrative Assistant, and Joyce Trent, Library Director, both breast cancer survivors, to join her up at the front. Mayor Riley also pointed out the pink LVFD shirts worn by City Council and many others in attendance this evening. The shirts are dedicated to "Team Marnie 2014" Marnie Lawson, wife of Assistant Fire Chief Billy Lawson, who has recently undergone breast cancer surgery. Mayor Riley told Assistant Chief Lawson that thoughts and prayers for a successful and speedy recovery go out to Marnie. This proclamation is in honor of Marnie and all breast cancer survivors in Leon Valley and our country.

Mayor Riley proceeded to read aloud a proclamation declaring October 2014 Breast Cancer Awareness Month in the City of Leon Valley.

Proclamation declaring October 2014 Fire Prevention Awareness Month in the City of Leon Valley, Texas. M&C 2014-10-13-01 (L. Valdez)

Fire Chief, Luis Valdez and Assistant Chief Billy Lawson presented a "Cooking Safe in Leon Valley" apron to each member of City Council. Mayor Riley read aloud a proclamation declaring October 2014 Fire Prevention Awareness Month in the City of Leon Valley, Texas.

Chief Valdez said that the number one cause of fires in Leon Valley is cooking related. That is the reason behind their campaign on kitchen fire safety. Chief Valdez and Mayor Riley encouraged everyone to check their smoke detectors or contact the LVFD for a free smoke detector with installation.

Presentation in appreciation for 25 years of service to John Von Gruenigen.

Mayor Riley introduced John Von Gruenigen and presented him with a gold watch followed by the reading of a proclamation of appreciation for his 25 years of service to the City of Leon Valley in the Public Works Department.

Presentation in appreciation for 30 years of service to Chief of Police Randall Wallace.

Mayor Riley introduced Randall Wallace and presented him with a mahogany clock followed by the reading of a proclamation of appreciation for his 30 years of service to the City of Leon Valley in the Police Department.

Presentation in appreciation for 34 years of service to Lieutenant Victor Reyes Community Resource Officer.

Mayor Riley introduced Victor Reyes and read aloud a proclamation of appreciation for his 34 years of service to the City of Leon Valley in the Police Department. Lieutenant Reyes was presented an eagle statue on October 7, 2014 at National Night Out.

Citizens to Be Heard

- Al Uvietta – 6923 Sunlight Dr. – Mr. Uvietta wanted to thank Police Chief Wallace, Lieutenant Reyes and Mr. Von Gruenigen for all they do for the City, saying they were “three of the finest employees the City has ever had.”
- Lyn Joseph – 6423 Trotter Ln. – passed on speaking at this time.

CONSENT AGENDA

1. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) September 02, 2014 Special City Council Meeting
 - b) September 08, 2014 Regular City Council Meeting
 - c) September 22, 2014 Special City Council Meeting
 - d) September 27, 2014 Coffee with the Mayor & Council

Councilman Paul Biever requested a correction to the September 8, 2014 City Council minutes to reflect that he was present.

A motion was made by Councilman Paul Biever, seconded by Councilman Benny Martinez, to approve the Consent Agenda as amended. Upon a unanimous vote, Mayor Riley announced the motion carried.

DISCUSSION AGENDA

Presentation by Jim McAden, CPS Energy-External Relations on the CPS Smart Meter Program. M&C #2014-10-13-02 (Mayor Chris Riley)

Mr. John Leal and Mr. Raiford Smith of CPS Energy made a presentation on the Smart Meter Program. Smart Grid is defined as “transformation of the electrical grid through the use of digital information and

communications technology.” The customer benefits are: outage detection, fewer site visits, reduced estimations, remote connections; the customer knows what their use is, and future programs. Benefits to CPS Energy are: remote meter reads, enhanced customer service, improved safety, lower emissions and operational savings. Mr. Smith showed a grid automation video of an outage restoration in Chicago. CPS Energy’s timeline indicates: network installation 2013 thru 2014; meter installation – Fall 2014-2018; commercial installation April 2015; and distribution automation 10 year project. Mr. Smith added that there is an “opt out” option where if the customer notifies CPS Energy of their decision to opt out prior to installation, the upfront charge to exchange the meter is \$0 with a monthly charge for meter reading of \$20. If the customer notifies CPS Energy of their decision to opt out after installation the upfront charge to exchange the meter is \$175 for 1 meter and \$250 for 2 with a monthly charge for meter reading of \$20. For qualified low-income customers the meter exchange charge is \$35 for 1 meter, \$50 for 2 meters with a monthly meter reading charge of \$10. Fees would be applied through the Miscellaneous Charge tariff. CPS Energy has chosen Corix Utilities to conduct the installation of the smart meters.

The presentation was followed by a discussion and questions from the audience.

- John Douglas – 6809 Forest Grove – Spoke about his concerns with Smart Meters and asked questions to which Mr. Smith responded. Mr. Smith asked that the Leon Valley City Council ban the installation of Smart Meters in Leon Valley.
- Lyn Joseph – 6423 Trotter Ln. – Spoke about her concerns with safety from outside the system, rates and response time.

Presentation by Chairperson Denise Berger on the activity of the Tree Advisory Committee. M&C #2014-10-13-03 (D. Berger)

Denise Berger, Tree Advisory Committee (TAB) Chairperson gave the following report on behalf of the TAB. Ms. Berger reported that the Committee met had five meetings this year and five cancelled meetings this year, which were due to summer months being too hot for adoptions and plantings. This year, Tab reviewed the drafted “Tree Preservation” ordinance, which Council adopted, and became Chapter 15 of the City’s Code of Ordinances. The Texas Forestry Service and an intern from Oregon State conducted a 10% sampling of trees in Leon Valley which came to 1,316 trees with a value of \$850,000. The TAB participated in the Leon Valley 2014 Earthwise Living Day. TAB member Irene Baldrige identified a Heritage Oak on Sawyer Rd which will officially be presented to Council for dedication as a note-worthy heritage tree in Leon Valley. In August of 2014 Green Wood Milling Company gave a presentation on repurposing trees. These trees can be repurposed into benches, tables, swings, flooring, lumber, etc. Cost varies from \$1,000 to \$200,000. The county will assist the City to deliver the trees that will be set aside for repurposing, to a location provided by the City. In September 2014, Bexar County Flood Management gave a presentation regarding the trees and a project timeline which is expected to take about eighteen months which should begin summer 2015. Of the 1,316 trees inventoried, 25% will be preserved and 100 new trees will be planted. Mark Kroeze-Forester, staff and TAB member Melinda Dawson walked the LC17 project and found that many of the trees were in decline either by drought, disease and/or Mother Nature and are acceptable for removal. There were 16-20 trees identified for repurposing, and one (1) 39-inch Heritage Oak is being requested to be saved. Lastly, Leon Valley Arbor Day is going pink for cancer awareness & prevention Saturday, November 1, 2014 from 8:00 a.m. to noon at 6417 Evers Road. There will be a walk, run, tree adoption sponsored by CPS Energy with several booths and presentations about trees and personal health and wellness.

Councilman Benny Martinez thanked Ms. Berger for her presentation and said he looked forward to hearing not only the Tree Advisory Committee updates but all the committee updates in the future.

Mayor Riley thanked Ms. Berger for her volunteer spirit and service as well as all of the Tree Advisory Committee members including Ms. Lyn Joseph and Ms. Irene Baldrige who are present tonight.

Discussion and possible action on setting a regular monthly meeting date for the City Council Policy Sub-Committee for the 3rd Monday of each month. M&C #2014-10-13-04 (Mayor Riley & M. Longoria)

There was a consensus among the members of City Council to hold the City Council Policy Sub-Committee meetings on the third (3rd) Monday of the month at 6:00 p.m.

Consideration of optional dates for the November and December 2014 Coffee with the Mayor and Council in order to accommodate the holidays. M&C 2014-10-13-05 (S. Passailaigue)

There was a consensus among the members of City Council to keep the November Coffee with the Mayor & Council at the regularly scheduled date which is November 22, 2014 but to cancel the December 2014 Coffee with the Mayor & Council.

REGULAR AGENDA

Approval of the On-Call Engineer list for various City projects that require engineering, providing the City with options in the selection of such firms for projects such as streets and drainage, water utility, environmental, and other projects. M&C #2014-10-13-06 (D. Dimaline)

David Dimaline, Assistant Public Works Director, gave some background to the City Council and guests saying that the City is authorized to utilize the On-Call Engineer List that we have for various City projects. This provides the City with options to select firms for engineering services such as streets and drainage, water utility, infrastructure improvements, environmental issues, permitting of any regulatory agency compliance type issues. We currently have thirteen (13) firms that we work with and we issued an RFQ (Request for Qualifications) back in August. We have twenty-five (25) firms that we would be adding to the list based on their qualifications, experience with regulatory agencies and references. Many of the firms have full service engineering capabilities. Basically, we contract with each of these firms on an "as needed" basis-determination is based on the type of need for each project. These projects are budgeted by City Council each year, and engineering cost is calculated during that process. Staff recommends that Council authorize the City to utilize the On-Call Engineer List.

Mayor Riley asked how many firms responded to the RFQ to which Mr. Dimaline responded, "26". The one that was eliminated was eliminated due to the firm being located out of town.

Councilman Benny Martinez asked how a firm would be selected. Mr. Dimaline said there are two options: 1) go out for an RFQ; or 2) look at the list and ask for proposals.

Councilman Carmen Sanchez asked Mr. Dimaline what the maximum limit that he would be authorized to use the On-Call List. Mr. Dimaline reminded everyone that the list would only be used for budgeted projects. City Manager Manuel Longoria, Jr. informed the Council and guests that the limit is \$50,000.

- Lyn Joseph – 6423 Trotter Ln. – Asked if any of the companies on the list had been used by the City of Leon Valley and if the City continues to use them.

Councilman Abraham Diaz and Mayor Riley asked that the list be sorted or organized by the various disciplines.

Councilman Paul Biever noted that the City currently has a list of On-Call Engineers but what this does is “enhance that list” up to 25. Mr. Dimaline concurred. Councilman Biever continued to say what we are really doing is that as we go through projects we have more choices to allow us more credibility when selecting a particular firm based on their expertise. This is just expanding a good thing.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Carmen Sanchez, to approve the On-Call Engineer List as per the discussion this evening. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consideration of Ordinance No. 14-022 repealing and replacing the City of Leon Valley’s Code of Ordinances, Chapter 8 “Offenses and Nuisances”, Article 8.02 “Minors”, Division 2 “Curfew”. M&C #2014-10-13-07 (R. Wallace)

Police Chief, Randall Wallace began the presentation by saying that in 1994 the City of Leon Valley City Council adopted a juvenile curfew ordinance. This was established by the Mayor and City Council in response to San Antonio creating a similar ordinance. In 1999, the ordinance was reviewed and repealed but replaced by what is currently in effect today. Per the Local Government Code, we must review the juvenile curfew ordinance every three (3) years. Chief Wallace said that as part of the review this year, we decided to do something different and change some aspects of the ordinance. The proposed ordinance prohibits anyone less than seventeen (17) years of age to be in a public place between the hours of 11:00 p.m. and 6:00 a.m.; and 9:00 a.m. to 2:30 p.m. on school days. Parents may also be charged if they knowingly allow such violation. The exceptions are: if the child is accompanied by a parent, guardian or adult approved by the parents; on an emergency errand; was attending a school, government sponsored or religious activity; was engaged in lawful employment or volunteer work; was on sidewalk where minor resides or where minor had permission from parents or guardian to be; was involved in intrastate or interstate transportation; was exercising their First Amendment Rights; or was married or ruled an adult by a court.

Mayor Riley opened the Public Hearing at 8:42 p.m.

There being no public comment, Mayor Riley closed the Public Hearing at 8:42 p.m.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Carmen Sanchez, to adopt Ordinance No. 14-022 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Presentation of the end of summer season report on the Leon Valley Community Pool. M&C #2014-10-13-08 (D. Dimaline)

David Dimaline, Assistant Public Works Director, began the presentation by saying that the City Council awarded a contract to San Antonio Pool Management to manage our City pool. The pool was opened from Memorial Day to Labor Day. The management company provided lifeguards, was responsible for maintaining water quality, updated logs three (3) times a day and monitored membership. San Antonio Pool Management worked well with City staff and notified Public Works of several minor repairs needed during the season. Any requests for after hour’s pool parties were directed to the management company. Mr. Dimaline reported that the City received no complaints during the swim season regarding water quality or safety issues. The City did receive two complaints regarding groups from outside of Leon Valley using the City pool. The total attendance during the twelve-week season was 8,357. Sign

in data sheets reflecting a zip code breakdown of attendees indicated 97% were from Leon Valley zip codes and 3% from other zip codes. A total of nineteen (19) after hour parties were held, which were all handled by San Antonio Pool Management and included the staffing for the parties. The average attendance was approximately 136 people per day, with Saturdays and Sundays being the more heavily attended. Operational expenses totaled \$71,430, which included the repairs that were brought to the City Council in May improving the pumps, filters, water and electricity. The budgeted amount for FY 14-15 is \$60,000 which includes the management contract and operations. Staff recommends opening the pool in 2015 at no cost to the public and to continue the contract with San Antonio Pool Management to operate the pool next season.

Mr. Ed Carol of San Antonio Pool Management was present to answer questions.

Councilman Carmen Sanchez suggested that a satisfaction survey be conducted with the people who attended the pool so the Council may justify the additional expense to the City. City Manager said that should be easy to do with the sign in list that also includes visitor addresses.

Councilman Abraham Diaz mentioned complaints he heard about alcohol at the pool and suggested that the Council look into limiting alcohol. Mr. Carol said his staff does watch for excessive use of alcohol at the pool and actually did have one situation that required attention this season, and that the party in question quietly left the pool when approached by staff about it.

Councilman Paul Biever complimented the staff person at the entrance saying that every time he stopped by that he was impressed with her professionalism. He also mentioned very positive feedback he heard from visitors at the pool. Councilman Biever also said that people gave positive feedback on the water clarity; the nearby neighbors said they had no issues with noise; children were well behaved; and just generally positive comments. One person did comment in regards to the number of people at the pool, and she said she felt it was too crowded at times. This person also mentioned the use of alcohol at the pool. Councilman Biever agreed that maybe the Council consider limiting the use of alcohol at the pool.

Mayor Chris Riley asked about the rental fees of the after hour pool party. Mr. Carol stated that there is a \$25 administrative fee and that the other fees are based on the size of the party, how many lifeguards are needed, and whether or not there is alcohol present. Mr. Carol stated that no parties are allowed to go past 11:00 p.m.

There was a consensus among members of Council to have staff and the management company consider adding an extra day to the scheduled "open" days allowing the pool to be open six (6) days a week opposed to five (5). Mr. Dimaline said he would work with Mr. Carol and bring that information back as soon as possible along with consideration of extending the contract for the 2015 pool season.

City Manager's Report

- a. Report on Status of Feral Cat Program**
- b. Monthly Departmental Reports**
- c. Approved Minutes from Boards, Commissions and Committees**
- d. Future Agenda Items:**
 - **Sign Ordinance Amendment – Snipe Signs**
 - **Zoning Ordinance Amendment – R-1 Family**
 - **Silo Property Development Activity-November 2014**
 - **Follow-up Report on Jazz Festival-November 2014**

City Manager Longoria updated the Council on the following items: In December of 2013, the Council approved a Feral Cat Program and although the program has not officially been kicked off, we are making strides in implementing the program. The City has been working with the Humane Society to have the Humane Society do the actual neutering. Key staff has gone through training, and a facility for post-surgery is being built at the Public Works yard. We will be required to keep the cats in this climate controlled facility for 24 hours and then they will be released in the location they were captured from. We are close to implementing this program.

Upcoming Important Events

- **10/15/14 - @ 6:00 p.m. MPO Long Range Planning meeting in Conf. Ctr.**
- **10/16/14 - @ 7:00 p.m. Transportation Town Hall Meeting in Conf. Ctr.**
- **10/17/14 - @ dusk – Movie in Raymond Rimkus Park**
- **10/25/14 - @ 8:30 a.m. to 2:00 p.m. – Los Leones Art Fair Community Ctr.**
- **10/25/14 – 9:00 a.m. to 11:00 a.m. – Coffee w/Mayor and Council at City Hall**
- **11/1/14 – 8:00 a.m. to noon – Arbor Day and 5K run at Library complex**
- **01/24/15- 8:30 a.m. to noon—Annual Town Hall Meeting**

City Manager Longoria announced the upcoming events as captioned. Councilman Martinez questioned whether or not the Movie in the Park be handled by the Festival Committee and brought to Council instead of staff. City Manager Longoria replied that staff acted at the direction of Council to assist State Representative Rodriguez to put on the event. Councilman Martinez also stated that he thinks the Festival and Community Events Committee be merged into one (1) committee. Councilman Martinez also asked that the Silo Property planning stop until public input is given. City Manager Longoria reminded Councilman Martinez that what was told to Council in the budget presentation was that construction and expenditure of the \$20,000 were expected to occur in May/June of 2015. Mr. Longoria continued to say that what we are doing is what we were directed to do and that is to develop a conceptual plan and then Council can give alternative plans as to what we can do on that property. Then the intent was to go to the Park Commission and have some hearings in the springtime to get citizen input.

The City Council shall meet in Executive Session under the following Texas Government Code for the following:

- a. ***§551.072 Deliberation Regarding the Purchase of Real Property located at 6312 El Verde Road.***

Mayor Riley announced that there would be no Executive Session this evening.

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

No action was taken.

Citizens to be Heard

- Irene Baldrige – 6368 Parsley Hill – Announced and invited all to the Historical Society Annual Gala this Friday at the Conference Center. Bill Miller's BBQ will cater the event. Tickets are available for \$40.00.
- Lyn Joseph – 6423 Trotter Ln. – Questioned the lights at the DPS property.
- Vickie Jamvold – 7203 Poss Road – Informed the Council that the Jazz Festival was very nice and that she enjoys the Movies in the Park events as well. Ms. Jamvold added that it would be

nice if the pool could be left open the first week of school so that adults can go enjoy the pool for a week once the children have returned to school.

- Kim Crawford – 7074 Forest Mont – Asked when the next Festival Committee meeting would be held. Ms. Crawford also mentioned her ongoing concern about the recent removal of signs regarding the natural area and wants to know that the person who gave the direction to remove them got “their hand slapped” or reprimanded and that this should never happen again.

Announcements by the Mayor and City Council Members.

Everyone sang *Happy Birthday* to Councilman Biever and Sanchez.

Councilman Ricardo Ruiz thanked everyone who volunteered at the Jazz Festival and said it was a great success.

Councilman Carmen Sanchez said the Jazz Festival was very pleasant, nice music and good food.

Councilman Abraham Diaz thanked the Council and Mayor for letting everyone wear pink today.

Councilman Benny Martinez said the Jazz Festival was fantastic and would like the Council to seriously consider having Mr. Anthony Tobias run it again next year.

Councilman Paul Biever said he hope everyone enjoyed the TML Annual Conference that all Council attended last week and hope they got as much as he did out of it. Councilman Biever also presented a plaque of appreciation from the American Legion for the support given at the recent Patriot Day event.

Mayor Riley thanked the citizens for sending all of the Council and City Manager to the TML Annual Conference and reminded everyone that October 7th is National Night Out.

Adjournment

Mayor Riley announced the meeting adjourned at 9:30 p.m.

These minutes approved by the Leon Valley City Council on the 10th of November, 2014.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

CITY OF LEON VALLEY



COFFEE WITH THE MAYOR AND CITY COUNCIL

Leon Valley Conference Center
6427 Evers Road, Leon Valley, Texas 78238
Saturday, October 25, 2014

MINUTES

The Leon Valley City Council hosted a citizen meeting at the City Hall Council Chambers on Saturday, October 25, 2014.

Mayor Chris Riley called the meeting to order at approximately 9:00 a.m.

Mayor Chris Riley, Councilman Ricardo Ruiz, Councilman Carmen Sanchez, Councilman Benny Martinez and Councilman Paul Biever were present with Councilman Abraham Diaz being excused. City Manager Longoria and Human Resource Director Crystal Caldera were also present.

Discussions took place individually with residents on topics of general interest, to include but not limited to:

- a) Silo pocket park - citizen ideas for development;
- b) Town Hall Meeting - Jan. 24th, 2015 - begin brainstorming possible agenda topics;
- c) Citizen concerns - listen and possible follow up on November 10th monthly business meeting.

No action was taken at the meeting.

Mayor Riley adjourned the meeting at approximately 11:00 a.m.

These minutes approved by the Leon Valley City Council on the 10th of November, 2014.

APPROVED

CHRIS RILEY
Mayor

ATTEST: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C# 2014-11-10-02**
TO: Mayor and City Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Beautification Committee Appointments.

PURPOSE

The attached applications reflect requests to serve on the City of Leon Valley Beautification Committee.

Applicants: Donna Charles and Lyn Joseph

SEE LEON VALLEY

Social – Residents, business owner/operators, and other stakeholders volunteer to actively participate in the decision-making processes affecting the City.

Economic – Not applicable

Environmental – Not applicable

FISCAL IMPACT

Not applicable

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING DONNA CHARLES AND LYN JOSEPH TO THE LEON VALLEY BEAUTIFICATION COMMITTEE.

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

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

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

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

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

BEAUTIFICATION COMMITTEE

Donna Charles and Lyn Joseph

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

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November, 2014.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C# 2014-11-10-03**

TO: Mayor and City Council

FROM: Saundra Passailaigue, City Secretary

THROUGH: Manuel Longoria, Jr., City Manager

SUBJECT: City Council Sub-Committee on Policy and Economic Development.

PURPOSE

As requested by the City Council and City Manager in an effort to amend the make-up of committee members.

SEE LEON VALLEY

Social – Not applicable

Economic – Not applicable

Environmental – Not applicable

FISCAL IMPACT

Not applicable

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION No. 14-026R

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL AMENDING THE APPOINTMENT OF COUNCIL MEMBERS TO THE LEON VALLEY CITY PARK POLICY SUB-COMMITTEE AND THE ECONOMIC DEVELOPMENT SUB-COMMITTEE.

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

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

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

WHEREAS, the City Council formally appoints and sets the term for the following individuals to their respected sub-committees:

a. Policy Sub-Committee:

- i. Mayor Chris Riley
- ii. Councilwoman Carmen Sanchez
- iii. Councilman Paul Biever

b. Economic Development Sub-Committee:

- i. Mayor Chris Riley
- ii. Councilman Benny Martinez
- iii. Councilman Abraham Diaz

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

That the appointments of the aforementioned individuals to their respected sub-committee each individual become effective immediately.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November, 2014.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-10-04**
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Approval of Quarterly Investment Report for the quarter ended September 30, 2014

PURPOSE

Approval of the Quarterly Investment Report for the quarter ended September 30, 2014.

SEE LEON VALLEY

Social - To ensure compliance with the Public Funds Investment Act of 1987.

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

A. Safety

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

B. Liquidity

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

C. Diversification

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

D. Yield

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

Economic - N/A

Environmental - N/A

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve Quarterly Investment Report for the quarter ended September 30, 2014.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley, Texas
Quarterly Investment Report
July 1, 2014 - September 30, 2014

November 10, 2014

Honorable Mayor Riley and City Council Members:

The Quarterly Investment Report for the City of Leon Valley, Texas for the quarter ended September 30, 2014 is hereby submitted.

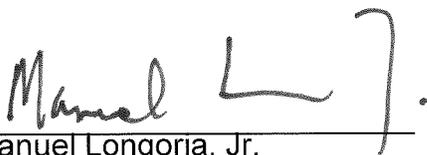
The current depository bank for the City is Frost National Bank. Only enough funds to meet current obligations are being maintained at this bank. All excess funds are invested as allowed by the City's Investment Policy.

For the quarter, TexPool's average monthly rate ranged between .0353% and .0313%, compared to the quarter ended June 30, 2014 yield of between .0336% and .0284%. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .0101% and .0025% for the quarter.

A cash flow analysis is made to determine the cash liquidity needs of the City. The City must have ready access to liquid cash to provide for day-to-day business needs, accounts payable, payroll, and capital projects. Short-term dollars are maintained in checking accounts, investment pools, or certificate of deposits. As of September 30, 2014 the City had \$11,940,269.24 in its investment portfolio.

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

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



Manuel Longoria, Jr.
City Manager



Vickie Wallace
Finance Director

**CITY OF LEON VALLEY, TEXAS
 INVESTMENT PORTFOLIO SUMMARY
 FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

<i>FUND</i>	<i>VALUE BY TYPE OF INVESTMENT</i>		<i>INTEREST EARNED FOR QUARTER</i>	<i>TOTAL</i>
	<i>INVESTMENT POOL</i>	<i>CERTIFICATE OF DEPOSITS</i>		
GENERAL FUND	\$ 3,244,592.78	\$ -	\$ 379.74	\$ 3,244,592.78
ENTERPRISE FUND	\$ 2,456,198.51	\$ -	\$ 206.19	\$ 2,456,198.51
COMMUNITY CENTER	\$ 71.28	\$ -	\$ -	\$ 71.28
POLICE FORFEITURE TRUST	\$ 236,405.93	\$ -	\$ 19.78	\$ 236,405.93
STREET SALES TAX	\$ 842,439.67	\$ -	\$ 45.70	\$ 842,439.67
CAPITAL PROJECT FUND	\$ 4,360,530.70	\$ -	\$ 433.62	\$ 4,360,530.70
CIED FUND	\$ 800,030.37	\$ -	\$ 72.15	\$ 800,030.37
TOTAL INVESTMENT PORTFOLIO AS OF 09/30/14			\$ 1,157.18	\$ 11,940,269.24

**GENERAL FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 06/30/14	151400005			1.000	\$ 5,144,213.04	\$ 5,144,213.04
07/31/2014	151400005	\$ 133.10	\$ 500,000.00	1.000	\$ 4,644,346.14	\$ 4,644,346.14
08/31/2014	151400005	\$ 136.56	\$ 600,000.00	1.000	\$ 4,044,482.70	\$ 4,044,482.70
09/30/2014	151400005	\$ 110.08	\$ 800,000.00	1.000	\$ 3,244,592.78	\$ 3,244,592.78
TOTAL TEXPOOL AS OF 09/30/14						\$ 3,244,592.78

CERTIFICATES OF DEPOSIT						
<i>PURCHASE DATE</i>	<i>INVESTMENT</i>	<i>TERM</i>	<i>MATURITY DATE</i>	<i>YIELD AT PURCHASE</i>	<i>FACE VALUE</i>	<i>MARKET VALUE</i>
TOTAL CERTIFICATES OF DEPOSIT AS OF 09/30/14						\$ -

TOTAL GENERAL FUND INVESTMENT PORTFOLIO AS OF 09/30/14						\$ 3,244,592.78
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**ENTERPRISE FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 06/30/14	151400003			1.000	\$ 2,455,992.32	\$ 2,455,992.32
07/31/2014	151400003	\$ 65.29	\$ -	1.000	\$ 2,456,057.61	\$ 2,456,057.61
08/31/2014	151400003	\$ 73.68	\$ -	1.000	\$ 2,456,131.29	\$ 2,456,131.29
09/30/2014	151400003	\$ 67.22	\$ -	1.000	\$ 2,456,198.51	\$ 2,456,198.51
TOTAL TEXPOOL AS OF 09/30/14						\$ 2,456,198.51

CERTIFICATES OF DEPOSIT						
<i>PURCHASE DATE</i>	<i>INVESTMENT</i>	<i>TERM</i>	<i>MATURITY DATE</i>	<i>VALUE AT PURCHASE</i>	<i>FACE VALUE</i>	<i>MARKET VALUE</i>
TOTAL CERTIFICATES OF DEPOSIT AS OF 09/30/14						\$ -

TOTAL ENTERPRISE FUND INVESTMENT PORTFOLIO AS OF 09/30/14	\$ 2,456,198.51
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**COMMUNITY CENTER
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 06/30/14	151400001				\$ 71.28	\$ 71.28
07/31/2014	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
08/31/2014	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
09/30/2014	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
TOTAL TEXPOOL AS OF 09/30/14						\$ 71.28
TOTAL COMMUNITY CENTER INVESTMENT PORTFOLIO AS OF 09/30/14						\$ 71.28

**POLICE FORFEITURE TRUST ACCOUNT
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 06/30/14	151400008			1.000	\$ 236,386.15	\$ 236,386.15
07/31/2014	151400008	\$ 6.26	\$ -	1.000	\$ 236,392.41	\$ 236,392.41
08/31/2014	151400008	\$ 7.07	\$ -	1.000	\$ 236,399.48	\$ 236,399.48
09/30/2014	151400008	\$ 6.45	\$ -	1.000	\$ 236,405.93	\$ 236,405.93
TOTAL TEXPOOL AS OF 09/30/14						\$ 236,405.93

TOTAL POLICE FORFEITURE INVESTMENT PORTFOLIO AS OF 09/30/14	\$ 236,405.93
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**STREET TAX
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER ACCOUNT</i>	<i>SHARES PURCHASED SHARES</i>	<i>SHARES REDEEMED SHARES</i>	<i>PRICE PER SHARE PRICE PER</i>	<i>SHARES OWNED SHARES</i>	<i>MARKET VALUE MARKET</i>
AS OF 06/30/14	151400005			1.000	\$ 542,393.97	\$ 542,393.97
07/31/2014	151400005	\$ 14.41	\$ -	1.000	\$ 542,408.38	\$ 542,408.38
08/31/2014	151400005	\$ 16.24	\$ -	1.000	\$ 542,424.62	\$ 542,424.62
09/30/2014	151400005	\$ 300,015.05	\$ -	1.000	\$ 842,439.67	\$ 842,439.67
TOTAL TEXPOOL AS OF 09/30/14						\$ 842,439.67

TOTAL STREET TAX INVESTMENT PORTFOLIO AS OF 09/30/14	\$842,439.67
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**CAPITAL PROJECT FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 06/30/14	151400013			1.000	\$ 5,460,097.08	\$ 5,460,097.08
07/31/2014	151400013	\$ 145.07	\$ -	1.000	\$ 5,460,242.15	\$ 5,460,242.15
08/31/2014	151400013	\$ 156.82	\$ 300,000.00	1.000	5,160,398.97	5,160,398.97
09/30/2014	151400013	\$ 131.73	\$ 800,000.00	1.000	\$ 4,360,530.70	\$ 4,360,530.70
TOTAL TEXPOOL AS OF 09/30/14						\$ 4,360,530.70
TOTAL CAPITAL PROJECT INVESTMENT PORTFOLIO AS OF 09/30/14						\$ 4,360,530.70

**CIED FUND
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED SEPTEMBER 30, 2014**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 06/30/14	151400013			1.000	\$ 859,958.22	\$ 859,958.22
07/31/2014	151400013	\$ 22.87	\$ -	1.000	\$ 859,981.09	\$ 859,981.09
08/31/2014	151400013	\$ 25.79	\$ -	1.000	\$ 860,006.88	\$ 860,006.88
09/30/2014	151400013	\$ 23.49	\$ 60,000.00	1.000	\$ 800,030.37	\$ 800,030.37
TOTAL TEXPOOL AS OF 09/30/14						\$ 800,030.37

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C #2014-11-10-05**
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Approval of Annual Investment Report for the fiscal year ended September 30, 2014

PURPOSE

Approval of the Annual Investment Report for the fiscal year ended September 30, 2014.

SEE LEON VALLEY

Social - To ensure compliance with the Public Funds Investment Act of 1987.

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

A. Safety

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

B. Liquidity

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

C. Diversification

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

D. Yield

A fundamental rule of investing is that risk equals return. The City has deliberately established a low risk threshold to protect its financial resources and ensure that cash is available when needed. The City will invest idle cash at the highest possible rate of return, consistent with the objectives and provisions of this policy, and in compliance with state and federal laws

governing the investment of public funds.

Economic - N/A

Environmental - N/A

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve Annual Investment Report for the fiscal year ended September 30, 2014.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MEMORANDUM TO COUNCIL

TO: Mayor and Council

FROM: Vickie Wallace, Finance Director

THROUGH: Manuel Longoria, Jr., City Manager

DATE: November 10, 2014

SUBJECT: Annual Investment Report for the Period of October 1, 2013- September 30, 2014

For the fiscal year ended September 30, 2013, the City's investment portfolio consisted of one investment pool for a total investment portfolio of \$11,940,269.24. Only enough funds to meet current obligations were maintained at Frost National Bank. All excess funds were invested as allowed by the City's Investment Policy. For the fiscal year, TexPool's yield ranged between .0498% and .0394%. In comparison, interest rates for the 13-week U.S. Treasury Bills ranged between .1320% and .0025 % for the fiscal year.

The following are the investment highlights by quarter:

Fiscal Year 2014 First Quarter Investment Highlights October 1, 2013 - December 31, 2013

For the quarter that ended December 31, 2013, the City's investment portfolio contained one investment pool.

For the quarter, TexPool's average monthly rate ranged between .0498% and .0372%, compared to the quarter ended September 30, 2013 yield of between .0531% and .0394 %. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .1320% and .0350% for the quarter.

As of December 31, 2013 the City had \$15,246,849.23 in its investment portfolio.

Fiscal Year 2014 Second Quarter Investment Highlights January 1, 2014 - March 31, 2014

For the quarter that ended March 31, 2014, the City's investment portfolio contained one investment pool.

For the quarter, TexPool's average monthly rate ranged between .0299% and .0273%, compared to the quarter ended December 31, 2013 yield of between .0498% and .0372 %. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .0390% and .0088% for the quarter.

As of March 31, 2014 the City had \$16,597,992.55 in its investment portfolio.

Fiscal Year 2014 Third Quarter Investment Highlights
April 1, 2014 - June 30, 2014

For the quarter that ended June 30, 2014, the City's investment portfolio contained one investment pool.

For the quarter, TexPool's average monthly rate ranged between .0336% and .0284%, compared to the quarter ended March 31, 2014 yield of between .0299% and .0273%. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .0101% and .0050% for the quarter.

As of June 30, 2014 the City had \$14,699,112.06 in its investment portfolio.

Fiscal Year 2014 Fourth Quarter Investment Highlights
July 1, 2014 - September 30, 2014

For the quarter that ended September 30, 2014, the City's investment portfolio contained one investment pool.

For the quarter, TexPool's average monthly rate ranged between .0353% and .0313%, compared to the quarter ended June 30, 2014 yield of between .0336% and .0284 %. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .0101% and .0025% for the quarter.

As of September 30, 2014 the City had \$11,940,269.24 in its investment portfolio.

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014

M&C #2013-11-10-06

TO: Mayor and Council

FROM: Vickie Wallace, Finance Director

THROUGH: Manuel Longoria, Jr., City Manager

SUBJECT: Annual Review and Adoption of Investment Policy

PURPOSE

The Public Funds Investment Act of 1987 (PFIA) established rules and regulations for governmental entities to follow for the proper investment of public monies.

Since there have been no legislative or investment strategy changes that would require us to change our policy, no proposed changes to the current policy are being recommended.

SEE LEON VALLEY

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

A. Safety

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

B. Liquidity

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

C. Diversification

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

D. Yield

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

Economic - N/A

Environmental - N/A

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

RECOMMENDATION

Adopt the City of Leon Valley Investment Policy.

APPROVE: _____ DISAPPROVE: _____

APPROVE WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE

**APPROVING AND ADOPTING THE CITY OF LEON VALLEY
INVESTMENT POLICY AND INVESTMENT STRATEGIES**

WHEREAS, Texas Government Chapter 2256, the Public Funds Investment Act (the “Act”) authorizes a municipality to purchase, sell, and invest its funds and funds under its control in investments authorized under the Act in compliance with investment policies approved by the governing body and according to the standard of care prescribed by the Act; and

WHEREAS, the Act requires the City review the City’s investment policy and investment strategies no less than annually; and

WHEREAS, the City Council hereby finds and determines that the attached investment policy and investment strategies complies with the Act and authorizes the investment of City funds in safe and prudent investments.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Leon Valley:

That the City of Leon Valley Investment Policy, attached hereto, and the investment strategies provided for therein has been reviewed by the City Council and is hereby adopted as the investment policy of the City of Leon Valley effective November 10, 2014 with no changes.

DULY PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November 2014.

ATTEST:

APPROVED:

Saundra Passailaigue, TRMC

Chris Riley, Mayor

APPROVED AS TO FORM:

City Attorney

**City of Leon Valley
Investment Policy**

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I. PURPOSE

A. Introduction

This investment policy documents policies and procedures to be followed by the City of Leon Valley, Texas (City), to ensure the proper investment of public funds. This policy will be reviewed by the City Council annually. At such time, the City Council will adopt by ordinance a policy that (1) states that the investment policy has been reviewed and (2) enumerates the changes to be made to the policy.

B. Statutory Authority

This policy serves to satisfy the statutory requirements of defining and adopting a formal investment policy in accordance with the Public Funds Investment Act, Article 342a-2 V.T.C.S.

C. Scope

This investment policy applies to all financial assets of the City, held in all funds.

II. OBJECTIVES

The City's investment program will be conducted to accomplish the following objectives, listed in priority order:

A. Safety

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

B. Liquidity

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

C. Diversification

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

D. Yield

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

III. STANDARDS OF CARE

A. Prudence

The standard of care used by the City shall be the "prudent person" standard which shall be applied in the context of managing the overall portfolio within the applicable legal constraints. The Public Funds Investment Act states:

"Investments shall be made with judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transactions that might impair public confidence in the City's ability to govern effectively. The City Council recognizes that in maintaining a diversified portfolio, occasional measured losses due to market volatility are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

B. Ethics and Conflicts of Interest

Investment officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or that which could impair their ability to make impartial investment decisions. Investment Officers and subordinate employees shall disclose any material interests in financial institutions or broker/dealer firms with which they conduct business. They shall further disclose any personal investment positions that could be related to the performance of the investment portfolio. Investment Officers and subordinate employees shall refrain from undertaking personal investment transactions with the same individual(s) with whom business is conducted on behalf of the City.

C. Delegation of Authority

Management responsibility for the investment program is delegated to the City Manager and the Finance Director. As Investment Officers for the City, the City Manager and Finance Director are responsible for the day-to-day administration of the investment program and shall supervise the activities of subordinate employees. No person may engage in investment transactions except as provided under the terms of this policy.

D. Training

Investment Officers shall attend at least one training session related to their duties as Investment Officers within 12 months of assuming office or duties; a training session not less than once in a two-year period that begins on the first day of the City of Leon Valley's fiscal year and consists of the two consecutive years after that date; each training session shall contain not less than 10 hours of training. This training must include education in investment controls, security risks, strategy risks, market risks and compliance with the Public Funds Investment Act.

The training provider must be an independent provider approved by City Council. The City Council hereby authorizes the following entities to serve as qualified training providers for the City:

1. The Texas Municipal League, or any of its affiliate organizations;
2. The Government Treasurers Organization of Texas;
3. The Government Finance Officers Association;
4. The State of Texas, Comptroller's Office, or any other department/division of the State of Texas;
5. The University of Texas at Austin, or any other public University or College of higher education in Texas;
6. Investment pool administrators to include LOGIC, Texpool and Lone Star Investment Pool; and
7. Other training providers as approved by the City Council.

E. Indemnity

Investment Officers and subordinate employees, acting in accordance with the provisions of this investment policy, shall not be held personally liable for a specific security's credit risk or market price change, provided that any unexpected deviations are reported in a timely manner and that appropriate action is taken to control adverse developments.

IV. AUTHORIZED AND SUITABLE INVESTMENTS

A. Investment Types

The following investments are permitted under this policy, in compliance with the Public Funds

Investment Act:

1. Certificates of Deposit. Fully insured or collateralized certificates issued by state and national banks, a savings bank, or a state and federal credit union domiciled in the State of Texas.
2. U.S. Treasuries and Agencies. Securities issued by the United States Treasury or its Governmental Agencies. U. S. Treasuries and Agencies are guaranteed as to principal and interest by the full faith and credit of the United States of America.
3. Obligations of the States, agencies thereof, Counties, Cities, and other political subdivisions of any state having been rated as investment quality by a nationally recognized investment rating firm, and having received a rating of not less than "A" or its equivalent.
4. Repurchase Agreements. Repurchase agreements that are fully collateralized by U.S. Treasuries or Agencies guaranteed as to principal and interest by the full faith and credit of the United States of America.
5. Investment Pools. Investment pools that meet the following criteria:
 - a. An investment pool must provide an offering circular or other similar disclosure instrument and provide monthly transaction reporting.
 - b. A public funds investment pool created to function as a money market mutual fund must (1) mark its portfolio to market daily, (2) include in its investment objectives the maintenance of a stable net asset value of \$1 for each share and (3) be continuously rated no lower than "AAA" or "AAA-m" or at an equivalent rating by at least one nationally recognized rating service.
 - c. An investment pool must invest solely in (1) obligations of the United States or its agencies and instrumentalities, (2) repurchase agreements involving those same obligations and (3) SEC regulated AAA no-load money market mutual funds with a weighted average of maturity of 60 days or less and an investment objective of a \$1.00 stable net asset value.
6. **Money Market Mutual Funds.** No-load money market mutual funds if the fund:
 - a. Is registered with and regulated by the Securities and Exchange Commission (SEC);
 - b. Provides a prospectus and other information required by federal law.
 - c. Invests exclusively in U.S. Treasuries or Agencies and/or repurchase agreements fully collateralized by such obligations;
 - d. Has a dollar-weighted average stated maturity of 90 days or less; and
 - e. Includes in its investment objectives the maintenance of a stable net asset value of \$1 per share.

7. Other Investments. Other as approved by the City Council and not prohibited by law.

B. Prohibited Investments

City Investment Officers and employees have no authority to invest in any of the following instruments which are strictly prohibited by the Public Funds Investment Act:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than ten years; and
4. Collateralized mortgage obligations whereby the interest rate is determined by an index that adjusts opposite to the changes in a market index.

C. Length of Investments

The City intends to match the holding period of investment funds with liquidity needs of the City. In no case will the average maturity of investments of the City's operating funds exceed one year. The maximum final stated maturity of any investment shall not exceed five years.

The Investment Officer will monitor rating changes in Investment acquired with public funds that require a minimum rating and shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating thereby making that investment an unauthorized investment.

D. Measuring Market Value

The City's investment portfolio will be designed with the objective of using the 13-week U.S. Treasury Bill as a basis to determine whether market yields are being achieved.

V. SELECTION OF BANKS AND DEALERS

The City will only purchase investments from financial institutions and broker/dealer firms as approved by the City Council. All institutions and brokers/dealers are required to supply a Certification Form signed by a qualified representative of the firm stating that the City's investment policy has been reviewed and that reasonable procedures and controls are in place to preclude unauthorized investment transactions (Appendix A). Transactions are unauthorized unless this certification is on file with the City.

A. Depository

1. **Bidding Process.** Depositories shall be selected through the City's banking service procurement process, which shall include a formal request for proposals at least every five years. In selecting depositories, the City shall evaluate the credit worthiness of the institution and shall thoroughly review the institution's financial history and financial statements.
2. **Insurability.** Depositories shall provide evidence that deposits are insured by the Federal Deposit Insurance Corporation (FDIC).

B. Investment Dealers

A broker/dealer may be used by the City only if the broker/dealer is:

1. Included on the Federal Reserve Bank of New York's list of primary government securities dealers, or is licensed by the State of Texas and is recommended in writing by at least three Texas cities.
2. Regulated by the Securities and Exchange Commission (SEC).
3. A member in good standing of the National Association of Securities Dealers, Inc. (NASD).
4. Able to provide immediate disclosure to the City whenever the broker/dealer's capital position falls short of the capital adequacy standard.
5. Able to provide independent certification by an outside auditor or similar agency that the broker/dealer complied with the capital adequacy standard on its most recent year-end balance sheet date.

VI. SAFEKEEPING AND CUSTODY

A. Insurance or Collateral

All deposits and investments of City funds other than direct purchases of U.S. Treasuries or U.S. Agencies shall be (1) guaranteed or insured by the FDIC or (2) be fully collateralized as required by the Texas Public Funds Collateral Act. Pledged collateral must maintain a market value equal to at least 102 percent of total deposits and investments, less an amount insured by the FDIC. Repurchase agreements shall be documented by a specific agreement noting the collateral pledged in each agreement.

Securities pledged as collateral must be held by an independent third party in the State of Texas. Evidence of pledged collateral shall be provided to the City and reviewed monthly to ensure the market value of the securities pledged equals or exceeds the value of total deposits and investments.

B. Types of Collateral

The City of Leon Valley shall accept only the following as collateral:

1. FDIC insurance coverage.
2. United States Treasuries and Agencies.
3. Texas State, City, County, School or Road District bonds with a remaining maturity of ten (10) years or less with an investment grade bond rating of not less than "A" or its equivalent from a nationally recognized investment rating firm.

C. Audit

All collateral shall be subject to inspection and audit by the City.

D. Delivery vs. Payment

With the exception of investment pools and mutual funds, all investment transactions will be executed using the delivery versus payment method. That is, City funds shall not be released until verification has been made that the purchased security or collateral has been received by a third party/safekeeping agent (Trustee). The security or collateral shall be held in the name of or held on behalf of the City. The Trustee's records shall evidence the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

VII. REPORTING REQUIREMENTS

A. Quarterly Reports

Not less than quarterly, the Investment Officers shall prepare and submit to the City Council, an investment report that describes in detail the investment position of the City as of the date of the report. These reports will be prepared to allow the City Council to ascertain whether investment activities have conformed to the City's investment policy.

Quarterly investment reports will summarize recent market conditions, economic developments and anticipated investment conditions. Reports must be signed and dated by both the City Manager and the Finance Director and must contain the following statement: "This report is in full compliance with the investment strategies as established by the City of Leon Valley Investment Policy and the Public Funds Investment Act."

At a minimum, quarterly reports submitted to the City Council will include the following:

1. A summary statement of investment activity for each pooled fund group prepared in compliance with Generally Accepted Accounting Principles to include fully accrued interest for the reporting period. The summary shall also state the:
 - a. Beginning market value for the reporting period.
 - b. Additions and changes to the market value during the period.

- c. Ending market value for the period.
2. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by fund type.
3. State the maturity date of each separately invested asset that has a maturity date.

B. Annual Report

Within sixty (60) days of the end of the fiscal year, the Investment Officers shall prepare a comprehensive annual report on the investment program and investment activity. This annual report will be presented to the City Council and will include investment activities for the entire fiscal year and shall suggest policy revisions and improvements that might enhance the investment program. At such time, the City Council shall pass an ordinance to document its review of the City's investment policies and strategies. This ordinance shall also document whether changes or revisions to investment policies and/or strategies are required.

VIII. INTERNAL CONTROLS AND ANNUAL REVIEW

A. Internal Controls

The City strives to effectively prevent the loss of public funds caused by fraud, misrepresentation by third parties, unanticipated changes in financial markets, employee error or imprudent actions by City employees. Internal controls have been designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. The following guidelines establish a system of internal controls over investment procedures for the City of Leon Valley.

1. **Separation of Duties.** A separation of custodial, accounting and record keeping systems shall be maintained to the extent possible.
2. **Clear Delegation of Authority.** The City Manager and City Accountant are charged with management responsibility for the investment program.
3. **Adequate Training and Development of Investment Officials.** All Investment Officials are to be educated in the area of investment management in order to make informed decisions.
4. **Control of Collusion.** All investment transactions must be approved by two duly authorized Investment Officers or subordinate employees. Subordinate employees are designated by the City Manager.

5. **Documentation of Investments.** Purchase and sales transactions, including telephone transactions, must be documented in writing and evidenced by the signatures of two duly authorized Investment Officers or subordinate employees. A copy of such documentation shall be placed in an investment transaction file to be maintained in the City's Finance department.
6. **Verification of all Interest Income and Security Purchase and Sell Computations.** All investment interest income, fees, gains and/or losses shall be recalculated monthly by the Finance department.
7. **Reconciliation of Security Receipts with Subsidiary Records.** All security safekeeping receipts shall be reconciled to the general ledger monthly by the Finance department.
8. **Custodial Safekeeping.** Securities purchased from any bank or dealer including appropriate collateral shall be placed with an independent third party for custodial safekeeping.
9. **Avoidance of Bearer-Form Securities.** Negotiable securities are more susceptible to misappropriation than book entry only securities and must be properly safeguarded against loss, destruction or fraud.

B. Annual Review

The City shall engage an external independent auditor to conduct an annual review of the City's investment policies, investment procedures, and quarterly and annual investment reports to ensure compliance with the Public Funds Investment Act. This audit is to be performed by a Certified Public Accountant in conjunction with the City's annual financial audit and shall be reported to the City Council during the same meeting at which the City's Comprehensive Annual Financial Report is presented.

The Public Funds Investment Act states that if the City's investment portfolio is limited to money market mutual funds, investment pools, or depository bank investments such as certificates of deposit or money market accounts, the City is not subject to this formal annual review.

APPENDIX A
CERTIFICATION

I hereby certify that I have personally read and understand the investment policy of the City of Leon Valley and have implemented reasonable procedures and controls designed to fulfill these objectives and conditions. Transactions between this firm and the City of Leon Valley will be directed toward precluding imprudent investment activities and protecting the City from credit and market risk.

This firm pledges due diligence in informing the City of Leon Valley of foreseeable risks associated with financial transactions connected to this firm.

I attest that I am a qualified representative of this firm, authorized to sign on its behalf.

Firm

Signature

Name

Title

Date

GLOSSARY

AGENCIES: Federal agency securities.

ASKED: The price at which securities are offered.

BANKERS' ACCEPTANCE (BA): A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer.

BID: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

BROKER: A broker brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate. Large-denomination CD's are typically negotiable.

COLLATERAL: Securities, evidence of deposit or other property which a borrower pledges to secure repayment of a loan. Also refers to securities by a bank to secure deposits of public monies.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report for the City of Leon Valley.

COUPON: (a) The annual rate of interest that bond issuers promises to pay the bondholder on the bond's face value. (B) A certificate attached to a bond evidencing due on a payment date.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling from his own account.

DEBENTURE: A bond secured only by the general credit of the issuer.

DELIVERY VERSUS PAYMENT: There are two (2) methods of delivery of securities: delivery versus payment and delivery versus receipt. Delivery versus payment is delivery of securities with an exchange of money for the securities. Delivery versus receipt is delivery of securities with an exchange of a signed receipt for the securities.

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price after sale also is considered to be at a discount.

DISCOUNT SECURITIES: Non-interest bearing money market instruments that are issued a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

FEDERAL CREDIT AGENCIES: Agencies of the Federal government set up to supply credit to various classes of agencies.

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-10-07**

TO: Mayor and City Council

FROM: Claudia Mora, Economic Development Director

SUBJECT: Consideration of an Ordinance Renewing the Support Services Contract with the Leon Valley Economic Development Corporation (LVEDC) and Authorizing the City Manager to Enter into the Agreement for Facilities and Support Services

PURPOSE

The purpose of this M&C is for City Council’s consideration of an ordinance renewing the support services agreement with the Leon Valley Economic Development Corporation (LVEDC) and authorizing the City Manager to enter into the agreement.

The City of Leon Valley has provided support services to the LVEDC since 2009. Exhibit A, entitled “Service Agreement between the City of Leon Valley and the Leon Valley Economic Development Corporation”, represents the working document between the entities. While the basic terms and conditions are the same as those approved on December 21, 2010, December 20, 2011, February 5, 2013, and November 18, 2013, there are some significant additions to the agreement this year. The additions include specific language regarding the due date of the monthly payments, extension of one-year terms of agreement, termination, and delineation of insurance coverage. The additions enhance the agreement and present a new form to follow.

FISCAL IMPACT

The LVEDC will pay the City of Leon Valley \$45,417.00 for the contract period or \$3,784.74 monthly.

RECOMMENDATION

Staff recommends approval.

S.E.E. IMPACT

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

Economic – To provide a diverse and versatile business environment that supports a healthy economy by engaging in open dialogue on issues and matters which affect the conduct of economic development in Leon Valley.

Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC

City Secretary

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS APPROVING THE CITY OF LEON VALLEY AND THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) FOR SUPPORT SERVICES FROM THE CITY AND SUBSEQUENT REIMBURSEMENT TO THE CITY BY THE LVEDC.

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

- 1. The Service Agreement for Support Services to the Leon Valley Economic Development Corporation, attached hereto as Exhibit "A", by and between the Leon Valley Economic Development Corporation and the City of Leon Valley, Texas for the period of twelve months beginning December 1, 2014 through November 30, 2015 is hereby approved.
- 2. No expenditure of the funds of the City of Leon Valley, Texas, is authorized unless under strict compliance with said support Service Agreement between the City and the LVEDC.
- 3. A true copy of Service Agreement for Support Services to the Leon Valley Economic Development Corporation shall be placed on file in the Office of the City Secretary.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November, 2014.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

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

EXHIBIT A

Service Agreement between the City of Leon Valley and the Leon Valley Economic Development Corporation

STATE OF TEXAS

COUNTY OF BEXAR

This Service Agreement (the "Agreement"), executed the ___ day of _____, 2014, by and between the City of Leon Valley, a municipal corporation, situated in Bexar County, Texas (hereinafter referred to as "City"), acting by and through its City Council pursuant to Ordinance No. _____, and the Leon Valley Economic Development Corporation (hereinafter referred to as "LVEDC") acting by and through its President of the Board is as follows:

SECTION 1.

The City agrees to provide management, professional, administrative and financial services ("Management Services") to the LVEDC according to the terms of this Agreement. Direct services the City shall perform for the LVEDC shall include:

1. Staff time of 40 hours per week to be used for LVEDC activity such as telephone inquiries, distribution and processing of EDC project applications, photocopying services, correspondence, meeting and agenda preparation and posting, record keeping, bank reconciliation, responding to LVEDC walk-in clients, and monthly financial reports; and,
2. A portion of the City facilities use to include such items as: electricity, water, sewer, gas, fire alarm system, security alarm system, telephone service, internet service, and facilities repair and maintenance.
3. The City shall properly maintain all books records, documents, papers and accounting records, and shall make such materials available at their respective office at reasonable times and as often as the LVEDC may deem necessary.

SECTION 2.

Subject to the LVEDC continuing to contract with the City for Management Services, the LVEDC will pay to the City for its Management Services, in the form of a flat fee (the "Fee"), an amount of forty-five thousand, four-hundred and seventeen dollars and no cents (\$45,417.00) per year to be paid in 12 equal monthly installments of three thousand seven hundred eighty-four dollars and seventy-five cents (\$3,784.75). The Fee shall be paid by the LVEDC on or about the 15th of each month to coincide with the receipt of sales tax revenues.

In the event of the termination of this Agreement, the LVEDC will be responsible for paying the City only the portion of the cost allocated to periods prior to the effective date of the termination of the Agreement.

SECTION 3.

Subject to early termination as provided in Section 4 below, this Agreement shall be in effect for a period of one year commencing December 1, 2014 and ending November 30, 2015 and said agreement shall be extended for additional one-year terms thereafter under the same terms and conditions unless one party gives to the other party written notification at least thirty (30) days prior to the end of the existing term of its desire to terminate the agreement.

SECTION 4.

1. This contract may be terminated by the City or LVEDC, in whole, or from time to time, in part, upon thirty (30) days written notice from the terminating party to the other party. Termination shall be effective thirty (30) days after delivery of Notice of Termination specifying to what extent performance or work under the contract shall be terminated thirty (30) days after receipt by the notified party.

2. After receipt of a Notice of Termination from the LVEDC the City shall:

- a. Stop work on the date as specified in the thirty (30) day Notice of Termination to the extent possible.
- b. Place no further orders or subcontracts except as may be necessary for completion of the work not terminated.
- c. Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination in so far as possible.
- d. The LVEDC shall pay all expenses incurred through the date of termination.

SECTION 5.

The LVEDC shall carry the following insurance coverages:

SECTION 6.

The City nor its agents, employees or anyone under its control will discriminate against any individual or group on the basis of race, sex, color, age, religion, national origin, or disability in employment practices or while in performance of rights, duties, and obligations hereunder.

SECTION 7.

It is expressed and understood and agreed by both parties hereto that each acts independently of each other, and to that as such, neither has the authority to bind the other or to hold out to a third party that it is the authority for the other. The parties hereto understand and agree that the City shall not be liable for any claims, which may be asserted by any third party occurring in connection with the performance of the LVEDC.

Nothing contained herein shall be deemed or construed by the parties hereto or by any third party, as creating the relationship of employer-employee, principal agent, joint ventures, or any other similar such relationships, between the parties hereto.

Any and all of the employees of the City, wherever located or situated, while engaged in the performance of any work required by this agreement shall be considered contract employees of the LVEDC for those work periods only, and not of the City, and shall be the sole obligation and responsibility of the LVEDC.

SECTION 8.

The City and the LVEDC agree to comply with all applicable local, state and federal laws while in the performance of any rights, duties, or obligations under this agreement.

[SIGNATURE PAGE TO FOLLOW]

EXECUTED ON THIS _____ day of _____ 201_.

CITY OF LEON VALLEY

**LEON VALLEY ECONOMIC
DEVELOPMENT CORPORATION**

Manuel Longoria, Jr.
City Manager

Stephen Ynostrosa, President

Approved to as form:

City of Leon Valley

Renewal of Support Services Contract with the Leon Valley Economic Development Corporation

Monday, November 10, 2014

Purpose

- Consider Action on Renewing Support Services Contract with LVEDC
- Authorize City Manager to enter into Agreement for Facilities and Support Services known as “Services Agreement between the City of Leon Valley and the Leon Valley Economic Development Corporation”

Background

- City of Leon Valley has provided administrative support services to the LVEDC since 2009
- LVEDC Board approved a version of the contract/agreement at their regular meeting on October 22, 2014
- LVEDC Board approved the FY 2015 budget with the Contractual Services line item of \$47,417 on August 5, 2014

Contract Information

- Annual Amount = \$45,417.00
- Monthly Amount = \$3,784.74
- Period: December 1, 2014 to November 30, 2014

Recommendation

Staff recommends approval.

City of Leon Valley

Renewal of Support Services Contract with the Leon Valley Economic Development Corporation

Monday, November 10, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-10-08**
TO: Mayor and Council
FROM: Kristie M. Flores, Director of Community Development
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Consideration and action on a variance request by Seth Thomas, owner of Diamond Shine Carwash, to Chapter 3.04.013, "Temporary Signs," to display two (2) temporary banners for six (6) months generally located at 7210 Bandera Road.

PURPOSE

To consider a variance which would allow Diamond Shine Carwash to utilize two (2) vinyl banners for six (6) consecutive months at 7210 Bandera Road.

Current Code allows one (1) banner for a period of thirty (30) days, once every six (6) months. This is a limit of two (2) banners total per year. The Sign Code allows consideration of variances for seasonal signs up to 120 days/4months.

The owner has indicated that with the construction of the adjacent storage facility in the near future the banners will help promote the carwash and support membership sales.

SEE LEON VALLEY

Social – The City will encourages collaborative participation by businesses and stakeholders and so conversely it is appropriate for Council to consider special requests on the part of its businesses.

Economic – The banners will provide an opportunity for a local business to promote a special offer and their business.

Environmental – Banners and other similar signs have the potential to create visual clutter.

FISCAL IMPACT

The applicant paid \$100 for consideration of the ordinance. If the variance is approved the applicant will pay \$75 per banner for them to remain as per the specified time frame.

STRATEGIC GOALS

This request may be considered in terms of Strategic Goal #1: Economic Development, Objective C. (3) "Re-evaluate City Sign Ordinance – to decrease congestion and visual pollution."

RECOMMENDATION

Staff notes that the variance approval is at the discretion of the City Council. Staff also notes two (2) alternatives: 1) approve the sign variance as requested for six (6) months, or 2) be consistent with the sign code allowance for variances in regard to seasonal signs and allow the banners for only 120 days or four (4) months.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Mayor Riley and members of the city council thank you for your time and consideration into our variance. We are seeking permission to display a banner on our building to promote our business. The banner is crucial to our growth as a small business and the monthly promotion we are offering is a way for us to drive traffic to our sight as well as the city of Leon Valley. We know that our customers are traveling on average 7 miles to our location from all directions. We also know that carwash purchases are in combination with other errands and stops that customers make. Our offer makes us the most affordable monthly membership within the city of Leon valley and San Antonio which will drive attention to the city. We are seeking permission to display the banner for 6 months which will also help us with the construction taking place next door as the dirt and dust will greatly hinder our business for that time period. We have made the banner attractive, subtle, and secure to the building. The banner has been anchored into the brick and fastened with bolts. The banner measures 10' wide by 4' tall and will not be illuminated at night preventing any distractions to drivers. The banner is made of high quality vinyl that looks very professional. As you can tell we have worked very hard to make a upscale facility in the city and our intentions are to bring traffic to the city and this banner will help achieve this. Once again thank you for your consideration into our variance and together we can grow this city.

Sincerely,

Seth Thomas

Owner/manager diamond shine

7210 Bandera Rd .

7210 Mandera Rd.



City of Leon Valley City Council

Sign Variance Request
M&C#2014-11-10-08

November 10, 2014

Purpose

- Applicant/Owner: Seth Thomas
- Sign Variance to allow two (2) vinyl banners for six(6) months
- Location: 7210 Bandera Road

Purpose

- Sign Code allows one (1) banner for thirty (30) days every 6 months = 2x/yr.
- Sign Code allows considerations of variances for seasonal signs for 120 days/4months

Fiscal Impact

- \$100 variance consideration
- \$75/sign banner if variance is approved

City of Leon Valley City Council

Sign Variance Request
M&C#2014-11-10-08

November 10, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-09**

TO: Mayor and Council

FROM: Vickie Wallace, Finance Director

THROUGH: Manuel Longoria, Jr., City Manager

SUBJECT: Approval of the Tax Roll for the City of Leon Valley, Texas, for the 2014 Tax Year and the attached Ordinance

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

Approve the 2014 Tax Year Tax Roll as furnished by the Bexar County Tax Assessor Collector.

APPROVE: _____

DISAPPROVE: _____

APPROVE WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS APPROVING THE TAX ROLL OF THE CITY OF LEON VALLEY, TEXAS FOR THE 2014 TAX YEAR.

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

- 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 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, 2014.

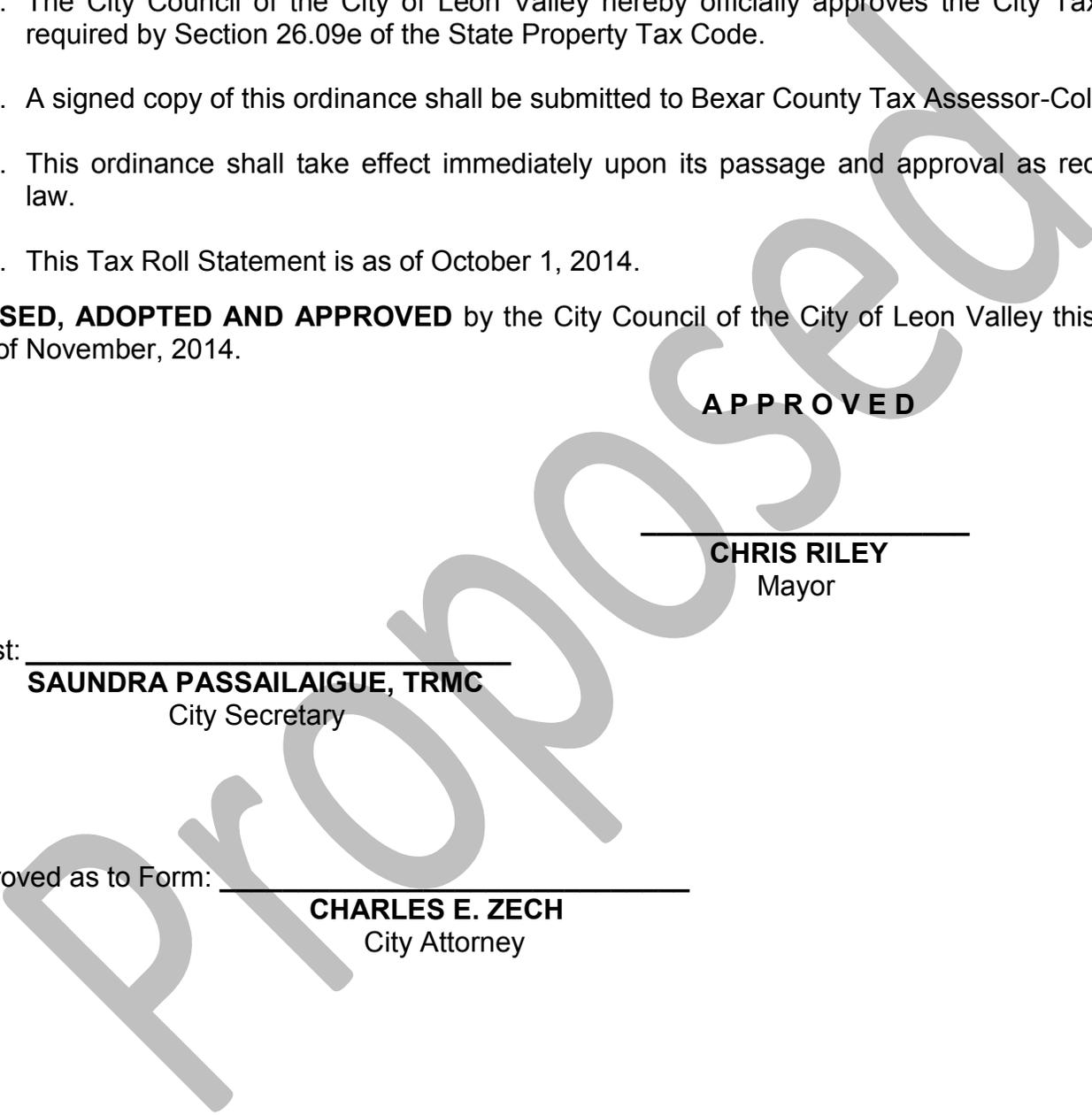
PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November, 2014.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

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



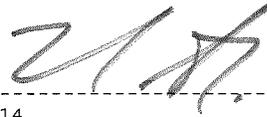
TAX ROLL STATEMENT AS OF OCTOBER 01, 2014

TAX ASSESSMENT ROLLS OF LEON VALLEY FOR THE YEAR 2014 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	4,243	768,631,972	695,060,911	132,155.88	3,870,583.60
MOBILE HOMES	42	699,092	684,092	0.00	3,936.99
PERSONAL PROPERTY	283	28,833,961	27,598,823	0.00	160,008.09
INTANGIBLES	11	16,717,671	16,717,671	0.00	96,211.36
TOTAL	4,579	814,882,696	740,061,497	132,155.88	4,130,740.04

RATE OF TAXATION ASSESSMENT RATIO 100%
TOTAL TAX RATE 00.575507

ALBERT URESTI
TAX ASSESSOR-COLLECTOR BEXAR COUNTY
BY:



OCTOBER 13, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-10-10**
TO: Mayor and Council
FROM: Manuel Longoria Jr., City Manager
SUBJECT: Silo Property Citizen Input

PURPOSE

The purpose of this presentation is to receive Citizen input and be transparent on the possible uses of the property. Staff will be presenting background of the acquisition of the property.

FISCAL IMPACT

N/A

RECOMMENDATION

None at this time

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Silo Property Background

**City Council Meeting
November 10, 2014**



Purpose

- Provide background information on the acquisition of the 3.83 Acre Silo Property Adjacent to Leon Valley Huebner Water Well
- Report on Citizen Input received at the monthly “Coffee” CC meeting held in October
- Get citizen input for use of property

Background

- Property acquisition approved by City Council in May 2013
- Conveyance to City Involved Three Agreements:
 - Purchase Agreement (Deed w/o Warranty)
 - Sewer Line Easement Agreement
 - Drainage Easement and Detention Basin Agreement
- Leon Valley had attempted to purchase property around the water well
 - Control encroachment
 - Secure 300' foot protection radius around the water

Background

- Unable to agree on purchase price from previous owner
- New owners provided an opportunity for LV to secure the property
 - New Owners more interested in developable property located along Huebner Road
 - Zoning was changed from B-1 to B-2
 - Owners intend to building a Office Building

Terms

- The owners conveyed 3.839 Acres to Leon Valley @ minimal cost (\$1)
- Owners pay City for construction of Detention Basin (\$50,000)
- Leon Valley Provides:
 - Sewer Line & Drainage Easement for HDI Developable Property
 - LV will build & maintain Detention Basin

EXHIBIT C
LOCATION OF DETENTION POND

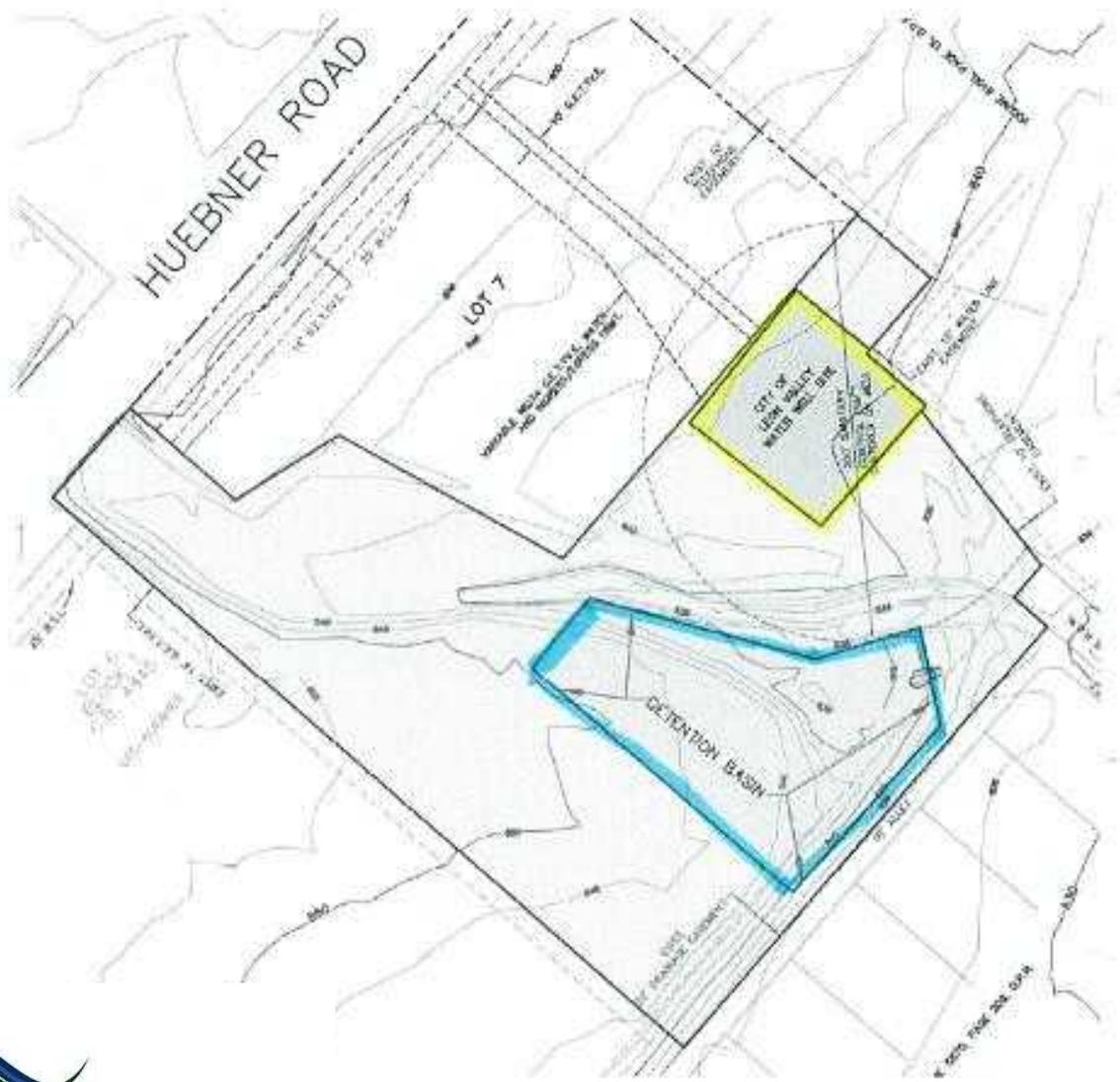
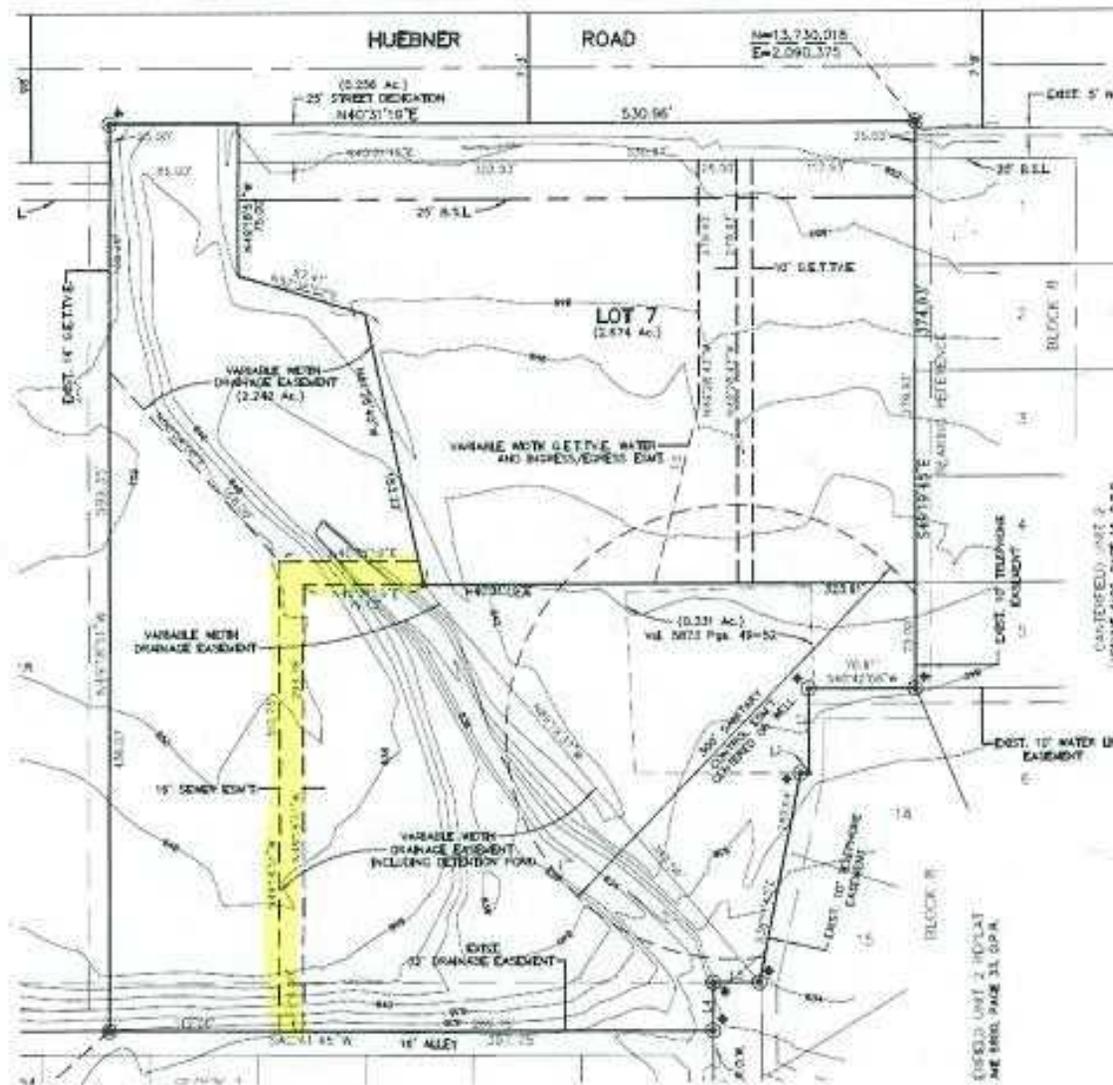


EXHIBIT B-1
EASEMENT PROPERTY

That certain 16-foot Sewer Line Easement identified below, being part of the approximately 3.839
acre tract identified on EXHIBIT B-2 attached hereto



Deed Restrictions

- List of Commercial Uses
 - Generally not permitted by LV Zoning Regulations
 - Restrictions expire after 20-years
- Allows property to be used for municipal uses such as water well & park

Benefits

- Provides protection to the Water Well
- Hike and Bike Connectivity to Huebner Creek
- Possible Site for Pocket-Park
- Residential Buffer
- Allows developers stronger ability to develop their remaining property along Huebner Road

Citizen Input from the Coffee Event

- Potential Recreational Uses Identified
 - Basketball Courts
 - Children's Playground
 - Tennis Courts
 - Walking Trails & provide connection to Huebner Creek Trails
 - Must have some parking
 - Dog Park

Citizen Input

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C #2014-11-10-11**
TO: Mayor and Council
FROM: Randall Wallace, Chief of Police
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Council review of Article 1.10 Public Gatherings, Division 2 Parades

PURPOSE

Upon the request of a Citizen, the City Council of Leon Valley has asked to review the Code of Ordinance as it pertains to Public Gatherings.

The current Code of Ordinances defines a parade as any parade, demonstration, march, ceremony, show, exhibition, pageant or procession of any kind or any similar display, in or upon any street, park, or other place in the City.

The Code does require the hiring of police officers due to the inherent risks involved regarding traffic and other safety issues at a number to be determined by the Chief of Police. This number is dependent upon the specific route, number of participants, whether such parade is pedestrian or vehicular and other safety concerns.

No person shall unreasonably hamper, obstruct, or impede or interfere with any parade or parade participant, and does prohibit the driving of vehicles between vehicles or persons comprising a parade.

A permit to have a parade shall be obtained from the City Secretary. There is a \$50 fee associated with the application process. This application shall be filed not less than 47 days nor more than 60 days before the date on which the parade is proposed.

In order to issue a permit for a parade if the Chief of Police finds that

1. The conduct of the parade will not substantially interrupt the safe and order movement of traffic, but shall not be conducted on Bandera Road, Grissom Road, Wurzbach Road, and Huebner Road east of Bandera Road.
2. The parade will not require the diversion of so great a number of police officer as to prevent normal police protection to the city
3. The parade will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to the city.
4. The concentration of persons, animals, or vehicles at assembly points will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to assembly areas.
5. The conduct of such parade will not interfere with the movement of firefighting equipment
6. The conduct of the parade is not likely to cause injury to persons or property, to provoke disorderly conduct or to create a disturbance.
7. The parade shall move for origin to termination expeditiously and without unreasonable delays en route.
8. The parade shall not be for the sole purpose of advertising any product, goods,

or event, and is not designed to be held purely for private profit.

If the permit is denied, the applicant shall be notified within 10 days of the filing of the application. Any person who is aggrieved by the denial shall have the right to appeal the denial within 10 days after notice, and this must be acted upon by the City Council within 17 days after receipt.

If a permit is denied, the Code does authorize the City Secretary and Chief of Police to work with applicant on having the parade on a date, time or over a different route from that named by applicant. If the alternate permit is acceptable, the applicant shall, within 10 days file a written notice of acceptance with the City Secretary

SEE LEON VALLEY

Social – Will provide our residents and visitors alike a mechanism to allow for public gatherings while keeping the impact on the rest of the community at a minimum.

Economic – N/A

Environmental – N/A

FISCAL IMPACT

N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Sandra Passailaigue, City Secretary

ARTICLE 1.10 PUBLIC GATHERINGS

Division 2. Parades

Division 2. Parades

Part I. In General

Part I. In General

Sec. 1.10.031 Definitions

Chief of police. The chief of police of the city.

Parade. Any parade, demonstration, march, ceremony, show, exhibition, pageant or procession of any kind, or any similar display, in or upon any street, park or other place in the city.

Parade permit. A permit as required by this division.

Person. Any person, firm, partnership, association, corporation, company or organization of any kind.

(1972 Code, sec. 26.1101)

Part I. In General

Sec. 1.10.032 Police security personnel

Due to the inherent risks involved regarding traffic and other safety issues, both as to participants and others, all permit holders shall be required to hire city police officers, at a number to be determined by the chief of police, dependent upon the specific route, number of participants, whether such parade be pedestrian and/or vehicular, and other safety concerns determined appropriate by the chief of police.
(Ordinance 00-008 adopted 3/7/00)

Part I. In General

Sec. 1.10.033 Public conduct

(a) No person shall unreasonably hamper, obstruct or impede, or interfere with any parade or parade assembly or with any person, vehicle or animal participating or used in a parade.

(b) No driver of any vehicle whatsoever shall drive between the vehicles or persons comprising a parade when such vehicles or persons are in motion and are conspicuously designated as a parade.

(1972 Code, sec. 26.1112)

Part I. In General

Sec. 1.10.034 Parking on parade route

The chief of police shall have the authority, when reasonably necessary, to prohibit or restrict the parking of vehicles along a highway or part thereof constituting a part of the route of a parade. The chief of police shall post signs to such effect, and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof. No person shall be liable for parking on a street unposted in violation of this section. (1972 Code, sec. 26.1113)

Part I. In General

Secs. 1.10.035–1.10.070 Reserved

Division 2. Parades

Part II. Permit

Part II. Permit

Sec. 1.10.071 Required; exceptions

No person shall engage in, participate in, aid, form or start any parade unless a parade permit shall have been obtained from the city secretary, with the approval of the chief of police, except only that this division shall not apply to:

- (1) Funeral processions;
- (2) Students going to and from school or classes, or participating in educational activities, providing such conduct is under the immediate direction and supervision of the proper school authorities;
- (3) A governmental agency acting within the scope of its functions.

(1972 Code, sec. 26.1102)

Sec. 1.10.072 Application; fee

(a) Filing. A person seeking issuance of a parade permit shall file an application with the city secretary on forms approved by the chief of police not less than forty-seven (47) days nor more than sixty (60) days before the date on which it is proposed to conduct the parade.

(b) Contents. The application for a parade permit shall set forth the following information:

- (1) The name, address and telephone number of the person seeking to conduct such parade;
- (2) If the parade is proposed to be conducted for or on behalf of or by an organization, the name, address, and telephone number of the headquarters of the organization and of the authorized and responsible heads of such organization;
- (3) The name, address and telephone number of the person who will be the parade chairman and who will be responsible for its conduct;
- (4) The date when the parade is to be conducted;
- (5) The route to be traveled, the starting point, and the termination point;
- (6) The approximate number of persons who, and the animals and vehicles which, will constitute such parade, the type of animals, and a description of the vehicles;
- (7) The hours when such parade will start and terminate;
- (8) A statement as to whether the parade will occupy all or only a portion of the width of the streets proposed to be traversed;
- (9) The location by streets of any assembly areas for such parade;
- (10) The time at which units of the parade will begin to assemble at any such assembly area or areas;
- (11) The interval of space to be maintained between units of such parade;
- (12) If the parade is designed to be held by, and on behalf of, or for, any person other than the applicant, the applicant for such permit shall file with the chief of police a communication in writing from the person proposing to hold the parade, authorizing the applicant to apply for the permit on his behalf; and
- (13) Any additional information which the chief of police shall find reasonably necessary to a fair determination as to whether a permit should be issued.

(c) Late applications. The city secretary, where good cause is shown therefor, and with the approval of the chief of police, shall have the authority to consider any application hereunder which is filed less than thirty (30) days before the date such parade is proposed to be conducted.

(d) Fee. There shall be paid at the time of filing the application for a parade permit a fee as provided in appendix A of this code. (1972 Code, sec. 26.1103; Ordinance adopting Code)

Part II. Permit

Sec. 1.10.073 Standards for issuance

The city secretary shall issue a permit as provided for hereunder upon approval of the chief of police when, from a consideration of the application and other information as may otherwise be obtained, the chief of police finds that:

- (1) The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route, and the parade route shall not be conducted along/across any of the following routes due to the safety issues created by congestion and heavy traffic flow: Highway 16 (Bandera Road); FM 471 (Grissom Road); Wurzbach Road; and Huebner Road, east of Highway 16;
- (2) The conduct of the parade will not require the diversion of so great a number of police officers of the city to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the city, such number to be determined by the chief of police;
- (3) The conduct of such parade will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the city other than that to be occupied by the proposed line of march and areas contiguous thereto;
- (4) The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas;
- (5) The conduct of such parade will not interfere with the movement of firefighting equipment en route to a fire;
- (6) The conduct of the parade is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or to create a disturbance;
- (7) The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route; and
- (8) The parade is not to be held for the sole purpose of advertising any product, goods or event, and is not designed to be held purely for private profit.

(1972 Code, sec. 26.1104)

Part II. Permit

Sec. 1.10.074 Notice of denial

The city secretary and the chief of police shall act upon the application for a parade permit within ten (10) days after the filing thereof. If the city disapproves the application, it shall mail to the applicant, within ten (10) days after the date upon which the application was filed, a notice of such action, stating the reasons for the denial of the permit. (1972 Code, sec. 26.1105)

Part II. Permit

Sec. 1.10.075 Appeal of denial

Any person aggrieved shall have the right to appeal the denial of a parade permit to the city council. The appeal shall be taken within ten (10) days after notice. The city council shall act upon the appeal within seventeen (17) days after its receipt. (1972 Code, sec. 26.1106)

Part II. Permit

Sec. 1.10.076 Alternate permit

The city secretary and the chief of police, in denying an application for a parade permit, shall be empowered to authorize the conduct of the parade on a date, at a time, or over a route different from that named by the applicant. An applicant desiring to accept an alternate permit shall, within ten (10) days after notice of the action of the city, file a written notice of acceptance with the city secretary. An alternate parade permit shall conform to the requirements of and shall have the effect of a parade permit under this division. (1972 Code, sec. 26.1107)

Part II. Permit

Sec. 1.10.077 Notification of city officials

Immediately upon the issuance of a parade permit, the city secretary shall send a copy thereof to:

- (1) The chief of police;
- (2) The mayor;
- (3) The city attorney; and
- (4) The fire chief.

(1972 Code, sec. 26.1108)

Part II. Permit

Sec. 1.10.078 Contents

Each parade permit shall state the following information:

- (1) Starting time;
- (2) Minimum speed;
- (3) Maximum speed;
- (4) Maximum interval of space to be maintained between the units of the parade;
- (5) The portions of the streets to be traversed that may be occupied by the parade;
- (6) The maximum length of the parade in miles or fractions thereof;
- (7) Types and numbers of animals approved;
- (8) Mode of transportation, i.e., vehicles, pedestrians, etc.; and
- (9) Such other information as the city secretary and chief of police shall find necessary to the enforcement of this division.

(1972 Code, sec. 26.1109)

Part II. Permit

Sec. 1.10.079 Duties of permittee

A permittee hereunder shall comply with all permit directions and conditions and with all applicable laws and ordinances. The parade chairman or other person heading or leading such activity shall carry the parade permit upon his person during the conduct of the parade. (1972 Code, sec. 26.1110)

Part II. Permit

Sec. 1.10.080 Revocation

The city secretary and chief of police shall have the authority to revoke a parade permit issued hereunder upon application of the standards for issuance as herein set forth. (1972 Code, sec. 26.1114)

Part II. Permit

Secs. 1.10.081–1.10.110 Reserved

City of Leon Valley

Leon Valley Code of Ordinances Article 1.10 Public Gatherings

November 10, 2014

Definition

- Parade is defined as any parade, demonstration, march, ceremony, show, exhibition, pageant or procession of any kind
 - In or upon any street, park, or other place in the city

Police Security Personnel

- Due to inherent risks regarding traffic and other safety issues, all permit holders shall be required to hire City Police Officers, at a number determined by the Chief of Police
 - Number of Officers is dependant upon
 - Route
 - Number of participants
 - Whether parade is pedestrian or vehicular
 - Other safety concerns

Public Conduct

- No person shall unreasonably hamper, obstruct, or impede, or interfere with any parade or parade assembly
- No driver shall drive between vehicles compromising a parade

Parking on Parade Route

- The Chief of Police, when reasonably necessary, shall have the authority to prohibit or restrict the parking of vehicles along a parade route

Permit

- A permit shall be obtained from the City Secretary, with the approval of the Chief of Police, for any parade
 - Exceptions
 - Funeral processions
 - Students going to and from school or classes or participating in educational activities
 - A government agency acting within the scope of its functions

Standards for Issuance

- The City Secretary shall issue a permit, upon approval of the Chief of Police, when the Chief of Police finds that
 - The conduct of the parade will not interrupt the safe and orderly movement of traffic
 - Shall not be conducted on or across Bandera Road, Grissom Road, Wurzbach, or Huebner east of Bandera Road (towards Evers)
 - Shall not require the diversion of a great number of police officers, or ambulances as to prevent normal service

Standards for Issuance - continued

- The concentration of participants will not unduly interfere with proper fire and police protection or ambulance service to areas contiguous thereto
- The conduct of such parade will not interfere with the movement of firefighting equipment en route to a fire
- The conduct of such parade is not reasonably likely to cause injury to persons or property, or to provoke disorderly conduct or to create a disturbance
- The parade is scheduled to move expeditiously and with unreasonable delays
- The parade is not to be held solely for advertising any product, goods, or event and to not be held for private profit

Appeal

- If a person is denied, they shall have the right to appeal to the City Council
 - Must be done within 10 days after notice and Council shall act upon appeal within 17 days after receipt

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-1**
TO: Mayor and Council
FROM: Kristie M. Flores, Director Community Development
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Consideration and Action on an Ordinance of the City of Leon Valley, Texas amending Chapter 3, Article 3.04 Signs of the City's Code of Ordinances amending regulations regarding yard signs and political signs; providing a savings clause; providing for severability; and providing for an effective date.

PURPOSE

The City Attorney advised the City to revise the existing ordinance to comply with the current statutes.

The attached ordinance and amendments update the political sign regulations and provide allowances for yard signs.

The current definition of political signs is as follows:

Political signs: Any sign which is designated to influence the action of voters for the passage or defeat of a measure or candidate appearing in the ballot in connection with any national, state or local election.

The proposed amendments are as follows:

Political sign. Any sign which by its content support or oppose any candidate for public office or any proposition to be voted upon at an election or which make a political or ideological statement in the nature of constitutionally protected noncommercial free speech.

With the following exemptions:

- (11) Political Signs. Political signs placed on private real property shall not:
 - a. have an effective area of greater than 36 feet;
 - b. be greater than eight feet high;
 - c. be illuminated; or
 - d. have any moving elements

There is presently not a definition or regulations for yard signs so the following is proposed:

Residential Lawn/Yard Sign: Any sign placed on the lawn or yard of a residential property.

With the following regulations:

(18) Lawn/Yard Signs. Excluding Political Signs, there shall be no more than two (2) signs per yard. The signs shall be kept in good condition and shall not be fallen, faded, and/or worn or torn. Signs advertising contractor services shall be removed within five (5) working days after completion of the work.

SEE LEON VALLEY

Social Equity – Promotes a superior quality of life by balancing a clean, sign clutter free environment and private and political rights.

Economic – N/A.

Environmental – Encourages beautification and promotes elimination of visual clutter.

FISCAL IMPACT

None.

STRATEGIC GOALS

This action does not specifically relate to the City’s Strategic Goals.

RECOMMENDATION

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS AMENDING CHAPTER 3, ARTICLE 3.04 SIGNS OF THE CITY'S CODE OF ORDINANCES AMENDING REGULATIONS REGARDING YARD SIGNS AND POLITICAL SIGNS; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Leon Valley has previously adopted regulations related to the erection of signs to ensure the orderly development of land and use of property within its corporate limits and extraterritorial jurisdiction ("ETJ") and to provide for uniform sign standards and regulations in order to ensure public safety, efficient communication and promote a positive city image reflecting order, harmony, and pride, thereby strengthening the economic stability of the City of Leon Valley's business, cultural, historical, and residential areas; and

WHEREAS, the City Council continues to seek to maintain the value of the City of Leon Valley's scenic and natural resources, which are the keystones of the City's economic strength and quality of life, through a comprehensive regulatory program that includes land use and development ordinances regulating signs; and

WHEREAS, the City Council finds it necessary to amend Chapter 3, Article 3.04 Signs of the Code of Ordinances.

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

SECTION 1. AMENDMENTS

Chapter 3, Article 3.04.002 Definitions of the Leon Valley Code of Ordinances is hereby amended to provide for the following definitions:

Political sign. Any sign which by its content support or oppose any candidate for public office or any proposition to be voted upon at an election or which make a political or ideological statement in the nature of constitutionally protected noncommercial free speech.

Residential Lawn/Yard Sign: Any sign placed on the lawn or yard of a residential property.

Certain subsections of Chapter 3, Article 3.04.016 Signs Exempt from Permit Applications of the Leon Valley Code of Ordinances is hereby amended as follows:

- (11) Political Signs. Political signs placed on private real property shall not:
 - a. have an effective area of greater than 36 feet;
 - b. be greater than eight feet high;
 - c. be illuminated; or
 - d. have any moving elements

(18) Lawn/Yard Signs. Excluding Political Signs, there shall be no more than two (2) signs per yard. The signs shall be kept in good condition and shall not be fallen, faded, and/or worn or torn. Signs advertising contractor services shall be removed within five (5) working days after completion of the work.

SECTION 2. SAVINGS CLAUSE.

The repeal or amendment 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 City of Leon Valley under any section or provisions of any ordinances in effect at the time of passage of this ordinance.

SECTION 3. CUMULATIVE.

The provisions of this ordinance shall be cumulative of all ordinances not repealed by this ordinance and ordinances governing or regulating the same subject matter as that covered herein. This ordinance shall not be construed to require or allow any act which is prohibited by any other ordinance.

SECTION 4. SEVERABILITY.

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and section of this ordinance be severable, and, if any phrase, clause, sentence, paragraph, or section of this ordinance shall be declared invalid by judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, or sections of this ordinance and the remainder of this ordinance shall be enforced as written.

SECTION 5. 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.

SECTION 6. EFFECTIVE DATE.

This ordinance shall take effect immediately from and after its passage and publication as may be required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November, 2014.

A P P R O V E D

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

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

City of Leon Valley City Council

Consider Amendments to, Article 3.04
“Signs,” regarding yard and political signs

November 10, 2014

Purpose

- City Attorney advised the City to revise the existing ordinance to comply with current statues.
- Update the regulations for political signs and add regulations for yard signs

Current Political Sign Definition

Political signs: Any sign which is designated to influence the action of voters for the passage or defeat of a measure or candidate appearing in the ballot in connection with any national, state or local election.

- This definition is considered vague.

Proposed Political Sign Definition

Political signs: Any sign which by its content support or oppose any candidate for public office or any proposition to be voted upon at an election or which make a political or ideological statement in the nature of constitutionally protected noncommercial free speech.

- This definition is considered more specific.

Proposed Amendment (exemptions)

- Political Signs. Political signs placed on private real property shall not:
 - have an effective area of greater than 36 feet;
 - be greater than eight feet high;
 - be illuminated; or
 - have any moving elements

Proposed Amendment Addition (definition)

Residential Lawn/Yard Sign: Any sign placed on the lawn or yard of a residential property.

Proposed Amendment Addition(regs)

Lawn/Yard Signs. Excluding Political Signs, there shall be no more than two (2) signs per yard.

The signs shall be kept in good condition and shall not be fallen, faded, and/or worn or torn.

Signs advertising contractor services shall be removed within five (5) working days after completion of the work.

Fiscal Impact

None.

Recommendation

Approve the amendments as proposed by the city attorney and staff.

City of Leon Valley City Council

Consider Amendments to, Article 3.04
“Signs,” regarding yard and political signs

November 10, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-10-14**

TO: Mayor and Council

FROM: David Dimaline, Public Works Assistant Director

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: An Ordinance authorizing the City Manager to extend the existing contract in the amount of \$40,995 with San Antonio Pool Management, Inc. to manage the Leon Valley Community Pool during the FY 14-15 swim season.

PURPOSE

The City advertised for bids for qualified companies to manage and operate the Leon Valley Community Pool this past year. San Antonio Pool Management, Inc. was awarded the contract and provided management of the pool from Memorial Day to Labor Day. Staff was pleased with SA Pool Management, Inc.'s performance during the contract period, and recommends extending the contract for one additional year.

At the last City Council meeting, Council requested staff to look into the cost of adding another day to the existing pool schedule. SA Pool Management, Inc. submitted an additional cost of \$3,979 by adding the additional day (Tuesday, 12:00 p.m. – 8:00 p.m.) with three guards. This would leave the pool closed one day per week on Monday. The total contract cost would be \$40,995.

Days of Operation per Week	Contract Cost
Wed., Thurs., Fri., Sat., Sun. (5)	\$37,016
Tues., Wed., Thurs., Fri., Sat., Sun. (6)	\$40,995

Under Exhibit I Terms and Conditions of the existing Agreement, the Agreement shall not automatically renew. However, the City reserves the right to extend this Agreement on the same terms and conditions for an additional three years.

Some general provisions of the existing contract are the pool will be open from Memorial Day to Labor Day, with three lifeguards are on duty. SA Pool Management Inc. is responsible for maintaining the water quality, collecting fees associated with any after hour party requests, and monitoring membership. The hours of operation are from 12:00 p.m. 8:00 p.m., Tuesday through Sunday.

The schedule for the 2015 Swim Season is as follows:

May 23-25; 30, 31	July 1-31	September 1, 5-7
June 6-30	August 1-23, 29, 30	

The pool is closed on Monday, unless it is a holiday (Memorial Day, Father’s Day, Fourth of July, and Labor Day)

SEE LEON VALLEY

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

Economic – The pool enhances the amenities offered by the City to its residents, which may encourage relocation.

Environmental – Reduces the amount of automobile emissions, as residents within that area would not have to drive to find this type of activity.

FISCAL IMPACT

The Public Works general fund budget includes \$40,000 for contractual expenses for the current Fiscal Year. The additional \$995 will come from operational savings.

STRATEGIC GOALS

The initiative is specifically listed in the 2013 – 2014 Strategic Goals, (2) “Make Improvements/Investments to Rimkus Park”.

RECOMMENDATION

Extend the existing contract with San Antonio Pool Management, Inc. to manage and operate the community pool for the 2014-2015 swim season in the amount of \$40,995.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION NO. 14-027R

AUTHORIZING THE CITY MANAGER TO EXTEND AN EXISTING CONTRACT IN THE AMOUNT OF \$40,995 WITH SAN ANTONIO POOL MANAGEMENT, INC. TO MANAGE AND OPERATE THE LEON VALLEY COMMUNITY POOL DURING THE FY 14-15 POOL SEASON.

WHEREAS the Community Pool is part of the City of Leon Valley's park system and the City seeks to provide an inviting community; and

WHEREAS the Leon Valley Community Pool enhances the amenities offered by the City to its residents; and

WHEREAS the Public Works Department budgeted funds for a contractor to manage and operate the pool during Fiscal Year 2015;

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

1. The City Manager is authorized to extend the contract with San Antonio Pool Management, Inc. for one additional year not to exceed \$40,995 from the General Fund.
2. The contract extension is hereby effective as of the date of adoption of this ordinance.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November, 2014.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

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



City of Leon Valley Swimming Pool – Contract FY 15

City Council Meeting
November 10, 2014

Background

- On May 12, 2014, the City Council awarded a contract to S A Pool Mgt., Inc. to operate our swimming pool from Memorial Day to Labor Day.
 - The contract was for one year with a right to extend the agreement for up to three additional years

Background

- The total contract cost is \$37,016
- Some general provisions of the contract are:
 - Open Memorial Day – Labor Day
 - Staffing of Lifeguards (3)
 - Maintaining water quality - Logging 3x daily
 - Monitoring membership with no membership fee
- Current year budget has \$40,000 for the operation of the pool

2015 Pool Schedule

Monday:	Closed
Tuesday:	Closed
Wednesday:	12:00 p.m. – 8:00 p.m.
Thursday:	12:00 p.m. – 8:00 p.m.
Friday:	12:00 p.m. – 8:00 p.m.
Saturday:	12:00 p.m. – 8:00 p.m.
Sunday:	12:00 p.m. – 8:00 p.m.

Pool is closed Monday, unless it is a holiday (Memorial Day, Father's Day, Fourth of July, and Labor Day)

Additional Day

- The City Council requested staff to look into the cost of adding an additional day to the pool schedule.
- The additional cost is \$3,979 for adding Tuesday, 12:00 p.m. – 8:00 p.m.

Fiscal Impact

- The contract amount will increase from \$37,016 to \$40,995 for one additional day
- The current FY budget included \$40,000 for contractual expenses. The additional \$995 will come from operational savings.

Recommendation

- Recommend authorizing the City Manager to extend the existing contract in the amount of \$40,995 with San Antonio Pool Management, Inc. to manage the Pool during the 2015 season.



Strategic Goals Statement

- Item 2 (g) Make Improvements/Investments to Rimkus Park
 - The pool is considered to be a part of the park system.

S.E.E. Statement

- *Social Equity* – Adds to general quality of life for all citizens.
- *Environmental Stewardship* – Reduces the amount of automobile pollutants, as residents within that area typically walk to the pool.
- *Economic Development* – The pool enhances the amenities offered by the City to its residents, which may encourage relocation.



City of Leon Valley Swimming Pool – Contract FY 15

City Council Meeting
November 10, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-10-15**
TO: Mayor and Council
FROM: Kristie M. Flores, Director of Community Development
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Presentation regarding the traffic impact worksheet for the San Antonio Aquarium at 6320 Bandera Rd. with possible direction for the City Staff to initiate a level 1 traffic impact analysis.

PURPOSE

City Council has requested that City Staff review the traffic impact associated with the development of the San Antonio Aquarium at the old Fiesta Dodge property. The City Development Codes requires that the developers complete a Traffic Impact Worksheet (TIW) to assess traffic flows and impacts. The developer's TIW that was reviewed by our City Engineer indicates that they will have 80 peak hour trips. Please note that this does not require them to submit a Level 1 Traffic Impact Analysis.

City Engineer Sia Sayyadi has noted however, that anything over 50 peak hour trips requires a maximum available throat depth to be provided within the property to eliminate traffic backup within Bandera Road. In essence this is vehicle stacking on the property so that traffic on Bandera Road is not adversely impacted. This will be addressed by the developer.

If the City Council desires a City sponsored Level 1 Traffic Impact Analysis — we estimate the cost to be approximately \$3,000.

SEE LEON VALLEY

Social – The City of Leon Valley strives to provide the community with a superior quality of life and does so by promoting community amenities while evaluation their impact.

Economic – The City supports new and unique businesses that will create a destination location and bring a positive identity and economic growth to the community.

Environmental – There is no impact in terms of natural environmental features such as plants, trees or conservation. There is some impact in terms of vehicular traffic.

FISCAL IMPACT

There is no fiscal impact associated with this item.

STRATEGIC GOALS

This request may be considered in terms of the Strategic Goal concerning Transportation, Objective A. (4) "Continue to work with TxDot to reduce congestion on Bandera Road."

RECOMMENDATION

Staff requests direction from City Council as to how to proceed concerning the Traffic Impact Level 1 Analysis.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley City Council

Presentation regarding the traffic
impact worksheet for the San Antonio
Aquarium at 6320 Bandera Road

November 10, 2014

Purpose

- Respond to request to study traffic impact associated with the development of the San Antonio Aquarium
- Determine if City Council wants the City to Complete a Level 1 Traffic Impact Analysis

San Antonio Aquarium Project

- Development codes require the developer to complete a Traffic Impact Worksheet (TIW)
 - A submitted TIW with 100 peak hour trips triggers a Level 1 Traffic Analysis paid for by the developer
 - The TIW is reviewed by the City Engineer
 - Developers TIW indicates 80 peak hour trips related to the Aquarium
 - Level 1 Traffic Impact Analysis not required
 - The City can commission the analysis if the City Council Desires
 - Approximate cost is \$3,000

City of Leon Valley City Council

Presentation regarding the traffic
impact worksheet for the San Antonio
Aquarium at 6320 Bandera Road

November 10, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: November 10, 2014 **M&C # 2014-11-10-16**
TO: Mayor and Council
FROM: Melinda Moritz, Director of Public Works
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Consider authorizing the City Manager, by ordinance, to enter into an installation contract with Electra Link, Inc., to provide audio visual and overhead paging equipment installation services for the new fire station

PURPOSE

To consider authorizing the City Manager to enter into a contract with Electra Link, Inc., for the installation of audio visual and overhead paging equipment installation services at the new fire station.

In October 2013, Elert & Associates was contracted to provide Technology Construction Consulting Services to develop plans, specifications, and Requests for Proposals for the construction of the technology infrastructure at the new fire station and for the renovated City Hall complex. The Requests for Proposals were received on April 16, 2014, and were reviewed. The recommendations from this review for infrastructure cabling and internet service installation were presented to the City Council on June 9, 2014. Entech, Inc. was selected to provide the Wireless Local Area Network (WLAN) and Tero Technologies was selected to provide network and UPS systems.

Now it is time to select a company for the audio/visual and overhead paging components for the new fire station. The firm selected is Electra Link, Inc.

SEE LEON VALLEY

- Social Equity** – Improves services provided to the community
- Economic Development** – Enhances the City’s professional image
- Environmental Stewardship** – Use of technology reduces the need for paper and related products

FISCAL IMPACT

The audio visual and overhead paging components cost for the new fire station will be \$34,931.50. The request is budgeted in the FY 2015 budget.

STRATEGIC GOALS

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

RECOMMENDATION

Authorize the City Manager to enter into a contract with Electra Link, Inc. for the installation of the audio visual and overhead paging systems at the new fire station.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION NO. 14-028R

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ELECTRALINK, INC, TO PROVIDE AUDIO VISUAL AND OVERHEAD PAGING INSTALLATION SERVICES FOR THE NEW FIRE STATION.

WHEREAS, a Request for Proposals for Technology Infrastructure construction was released on April 16, 2014, with the selection process completed on May 22, 2014, through Elert and Associates, Technology Consultants, and presented to the Leon Valley 2012 Bond Program Oversight Committee; and

WHEREAS, the findings and recommendation of the Technology Consultant, the Leon Valley 2012 Bond Program Oversight Committee, and the City Council are to seek authorization for the City Manager to enter into an installation services contract with Electralink, Inc. to provide audio visual and overhead paging equipment and installation services at the new fire station;

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

1. That the City Manager is authorized to enter into a contract with Electralink, Inc. to provide audio visual and overhead paging equipment and installation services at the new fire station.
2. This ordinance shall become effective on and after its passage, approval, and publication, as prescribed by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 10th day of November, 2014.

A P P R O V E D

CHRIS RILEY
Mayor

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

CHARLES E. ZECH
City Attorney

City of Leon Valley
Audio Visual and Overhead Paging
Installation Service Contract
New Fire Station

City Council Meeting
November 10, 2014

Purpose

- To authorize the City Manager to enter into contracts with Electra Link, Inc. for the installation of audio visual and overhead paging components at the new Fire Station

Purpose

- October 2013 - Elert & Associates contracted to provide Technology Construction Consulting Services to develop plans, specifications, and RFP's for the technology infrastructure at the new fire station and for the renovated City Hall
- The RFP's were received on April 16, 2014, the results were then presented to the City Council on June 9, 2014.
- Entech, Inc. was selected to provide the Wireless Local Area network and Tero Technologies, Inc. was selected to provide network and UPS systems.

Purpose

- Now it is time to select the firm for audio visual and overhead paging installation services
- Electra Link, Inc. has been chosen to provide audio visual and overhead paging installation services at the new Fire Station
- The company scored the highest of all who responded to our Request for Proposals

Fiscal Impact

- Fire Station \$34, 931.50
 - Electra Link, Inc.
 - Audio / visual / overhead paging
- Budgeted for FY 2015 \$174,817
 - Municipal Facility bid is in process of being reviewed

Recommendation

- Recommend authorizing the City Manager to enter into a contract with Electra Link, Inc.
- To provide audio visual and overhead paging installation services at the new Fire Station
- Meets City Council Strategic Goals for 2014-2015 by continuing to improve the City's Capital and Planning Projects

S.E.E. Statement

- Social Equity
 - Improves services provided to the community
- Economic Development
 - Enhances the City's professional image
- Environmental Stewardship
 - Use of technology reduces the need for paper and related products

City of Leon Valley
Audio Visual and Overhead Paging
Installation Service Contracts
New Fire Station

City Council Meeting
November 10, 2014

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT JUNE 2014

Overall Responses:

The Fire Department responded to 184 incidents this month (2012 – 131 incidents). Fire loss for the month was estimated at \$20,000, and value of saved property was set at \$50,000. No injuries due to fire were reported.

Fires:

Firefighters responded to a fire at Sierra Royale apartments on June 1st. A small fire in the kitchen at the microwave was discovered and quickly extinguished. The fire loss was limited to the microwave appliance and smoke damage to that apartment unit.

Firefighters responded to Balcones Heights to assist with a large apartment fire on Babcock rd. The fire was a mutual company response and involved a 2nd story apartment unit within a complex. Ten people were displaced and the fire loss is estimated at over \$250,000.

Firefighters responded to HEB parking lot for a vehicle fire. The vehicle was a total loss and the cause of the fire was determined to be mechanical failure.

Teamwork – 2 people rescued early morning Friday the 13th:

A-shift responded to a call for a disabled vehicle near the Poss Rd. park pavilion entrance shortly after midnight. They arrived to find 2 occupants trapped in a pickup with water rising quickly.

The team deployed the ladder truck and rescued the passenger. As water continued to rise, the pickup broke loose and slid into the creek with the driver falling out of the vehicle. Firefighters chased after him and were eventually successful in getting him out along a narrow spot of the creek.



Credit for this save goes to; Captain Blake Wade, Firefighters Kory Paulini, Rick Sanchez, Mike Dizzine, Moe Soliz, and Sam Nevils.

EMS Responses:

EMS responded to a total of 109 incidents (2013 - 81). Eighty (80) patients were transported to local hospitals by Leon Valley EMS. Fifty-three (53) EMS support responses were made.

Other Responses:

Fire crews responded to 19 false alarms, 2 hazardous conditions, and 3 good intent calls this month.

Fire Prevention/Education:

Eighty-eight (88) Fire inspections were completed, which includes 13 Certificate of Occupancy inspections. Four (4) fire permits were issued, Fiscal year-to-date fire permit fees received total \$850. A total of \$2,812.50 was collected in fiscal year 2013.

Personnel & Training News:

Fire station update – Steel and roof deck complete!

Firefighters were able to tour the fire station and see the last beam raised that completed the overall steel frame. The roof decking was also completed this week, ahead of schedule. Weather cooperated and the construction team gained momentum.



Fire Department hosted blood drive – June 17th, noon-3PM: The fire department arranged to host a blood drive on June 17th from noon-3PM at the fire station. The drive was to support our very own Lieutenant Garcia's son, James Garcia, as he prepared for his upcoming open heart surgery scheduled for later this month. The drive was a huge success!

Annual box fan drive: The fire department once again participated as an area donation station for box fans. These fans help keep our community cool, and are generally donated to our senior citizens or those especially effected by the summer heat. Together we distributed 16 fans to Leon Valley residents.



**Leon Valley
Fire Department
Is collecting Fans**
To help our community
keep cool this summer

If interested in donating a new box fan, we are accepting them at the fire station.

Fans will be delivered to identified residents of Leon Valley.



FD Honor Guard presents city with new flag for service at City Hall on Flag Day:

The Honor Guard presented a new flag to the city in honor of Flag Day and removed and presented the old flag to the American Legion for proper disposal; scheduled for Flag Day, June 14th at 2PM at 6555 Bandera Rd.

Leadership - Leon Valley Firefighters receive award from the MDA! – FD Annual Goal #4:

Representatives from the Muscular Dystrophy Association stopped in to present Leon Valley Firefighters with a “Jack Bostick” award for performance in charitable contributions and participation. Several performance based awards are in the state of Texas each year, this year included; Houston Fire Department, Dallas Fire Department, New Braunfels FD, and Leon Valley FD!

Great service, great job!
Congrats team!



Teamwork - New Lawnmower donation received to fire station! :

Special thanks to the following businesses who teamed up to buy a brand new commercial lawnmower from Z-Riders of San Antonio for the new fire station and to help us maintain our natural area fire break! - Service King, Propane Depot, Miracle Body and Paint, Uhl's Storage, Freedom Baptist Church, Banis Towing, Louis Shanks Furniture, and Gloria's Barber College.

Also, special thanks to the team of firefighters who worked on this project.



The retail cost of the lawnmower is just over \$2,600.

Acquired through grant/donation funding – 2 small service vehicles (FD Goal #5):

The department took delivery of a new Kawasaki Mule utility-terrain-vehicle...and a commercial grade Gravely lawnmower. The "Mule" was obtained through a grant, and the lawnmower purchased through generous donations by South Texas Regional Advisory Council and a team of local businesses;

Service King, Freedom Baptist Church, Gloria's Barber College, Miracle Body and Paint, Uhl's storage, Banis Towing, and Louis Shanks Furniture all contributed towards the \$9,000 cost.

Both vehicles will work to enhance our ability and service.



Teamwork – Work day at the park with C-shift – (FD Annual Goal #4): Firefighters worked in the Natural Area and trimmed up the shaded fuel break. The work took 3 hours, and firefighters didn't report any problems.

This maintenance has become part of our fire prevention program, and our presence works to enhance its importance to our citizens.

Thank you for your hard work.....we are the only team in the region that actively works to prevent fire through wildland mitigation.....that's why we are FIREWISE!



Leadership – Leon Valley FD starting new fire prevention program (FD Goal #4):

Looking for innovative ways to lead in the fire service, Leon Valley firefighters have developed a new and innovative fire prevention program that targets the number 1 cause of fires in Leon Valley, and across the United States.....cooking fires.



The goal is to improve on an already excellent fire prevention program, and become leaders in FIRE PREVENTION in the region.

We have received a total of 75 aprons through donation so far (Farmer's insurance and Sam's club).....we will send the aprons to print at 150, and plan to kick off the program during fire prevention month in October. Stay tuned for details!

FIRE PREVENTION ACTIVITIES

INSPECTIONS	JUNE 2014	JUNE 2013	TOTAL 2014	TOTAL 2013
COMMERCIAL BUSINESS	32	24	168	439
INDUSTRIAL	0	0	9	2
PUBLIC BUILDINGS	5	5	24	40
APARTMENTS/HOTEL	1	3	13	32
INSTITUTIONAL	2	2	11	26
SCHOOLS	0	2	11	22
RESIDENTIAL CONTACT	5	2	42	129
COMPANY IN-SERVICE	20	15	132	210
NEW CONSTRUCTION	10	1	41	26
CERTIFICATES OF OCCUPANCY	13	10	57	129
TOTAL INSPECTIONS	88	64	508	1065

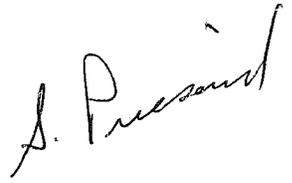
OTHER ACTIVITY	JUNE 2014	JUNE 2013	TOTAL 2014	TOTAL 2013
SUPERVISED FIRE DRILLS	2	1	7	5
LECTURES/DEMOS NUMBER ATTENDED	2 25	1 10	19 332	42 2300
PLAN REVIEWS	2	3	16	30
CITATIONS ISSUED	0	0	1	0
WARNINGS ISSUED	0	0	0	3
COMPLAINTS INVESTIGATED	0	0	7	9
PERMITS ISSUED	4	1	1	16
PERMIT FEES RECEIVED	\$800	150	\$850.00	\$2,812.5

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	JUNE 2014	JUNE 2013	TOTAL 2014	TOTAL 2013
STRUCTURE RESIDENTIAL	0	1	3	7
STRUCTURE COMMERCIAL RESIDENTIAL	1	0	3	5
STRUCTURE COMMERCIAL	0	0	2	2
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	1
VEHICLE FIRE	1	2	7	8
OUTSIDE RUBBISH FIRE	0	0	4	11
SPECIAL OUTSIDE FIRE	0	0	0	3
NATURAL VEGETATION FIRE	0	0	4	2
FIRE, OTHER	1	0	4	10
FALSE ALARM	8	19	60	143
INVESTIGATION OR SPECIAL INCIDENT	0	0	1	2
SERVICE CALL	8	4	57	58
EMS	109	81	518	1159
EMS ASSIST	53	17	247	242
HAZARDOUS CONDITION	0	2	6	23
RESCUE	2	0	6	14
MUTUAL AID	1	2	9	19
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0
GOOD INTENT CALL	0	3	10	53
SEVERE WEATHER OR NATURAL DISASTER	0	0	0	1
TOTAL	184	131	1035	1867

Luis Valdez, Fire Chief





Minutes

Library Board of Trustees Meeting of
September 9, 2014 at 5:30pm at the Library

The Meeting was called to order by acting Chairperson, Dr. Horace Staph at 5:35pm. Those present were Peggy Bissett, Peggy Proffitt, Katie Gwaltney, Barbara Owens, Carol Poss, Dr. Staph, and Library Director Trent. Susan Priesand is out of town. A quorum is present

Minutes were accepted after corrections were made concerning a quote included in the minutes which was incorrect.

Library Director's Report

Joyce reported that there were no changes to the proposed budget as discussed by the Board last month. There will be some slight increases in the Personnel line items depending on whether or not a cost of living is passed by the Council. The Board discussed the lack of security cameras in the budget and the un-alarmed fire exit in the Children's Wing. The security camera issue exists because when the main library was remodeled and the security and fire alarm systems had to be upgraded due to the age of the existing equipment. The upgrade was further required because of conversion to Internet based telephone system. The cameras which were removed during remodeling will not operate on the upgraded security system. Joyce indicated she has requested a quotation from Vallance Security Co. to upgrade security cameras, add extra cameras to cover entire Library and also an estimate for adding an alarm of some type to the fire exit in the Children's Wing, as it is considered a safety issue should a child open the fire exit door and leave the building unobserved. Joyce reported that when the cost of the upgrades is known it might be possible to utilize some funds in the building maintenance accounts to replace the security cameras. The fire exit alarm is the priority of the items needed. There also was no separate funding appropriated for the purchase of "e-books." Thus any e-books added will be at the expense of more traditional reading materials. The materials budget remains the same as in prior years: \$20,000.

Library Rules of Conduct and their application in the case of a library customer expelled from the library building for repeated violations of the Rules was discussed. There is still some concern as to why the Board's action on this particular issue has not closed discussion on the issue, since there is no request for a hearing by the individual. The continued actions by the customer are very close to harassment at this point. Joyce will inform the Board should there be any definite action on the issue.

Statistical report for August 2014 was discussed by Trent. Increases in almost every category were reported. Miss Sandy's Story Hour on Tuesday mornings is a huge success, attendance 30-

40 preschoolers at each session. Very positive remarks by parents surveyed at this event. Visits to the Library and applications for new cards are also up significantly. Month to month comparisons are still not valid due to construction closure for months.

Trent reported on the End of Summer Reading Club Reader's Celebration which was a great success. Hot Dogs, lemonade, watermelon and cookies were enjoyed by about 100 readers in attendance. Door prizes, t-shirts and gift book for each reader were enjoyed by all the readers.

It was also reported that the new Teen Group has met several times, (7-8 attendees) planned upcoming events and decorated the Young Adult area by "painting" book covers on the windows in the area. A movie watching night is planned before school starts.

Board Members were apprised on other activities planned for the fall and winter months. Adult Book Group has met with a good participation; books for discussion have been selected for the rest of the year. Local poet Nora Olivares is having a reading and book signing in September. The Community Drum Circle has formed and had a very lively participation. No complaints about the "music/noise" that the activity created. That group will meet once a month, the last Saturday of the month for about an hour.

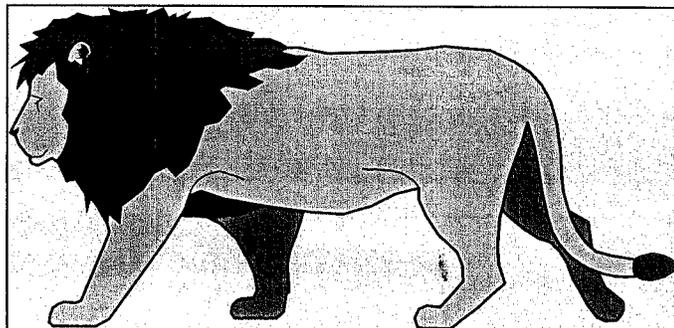
Carol Poss reported on Friends of the Library activities. The First Saturday Book Sale raised about \$180.00. The 3 day Fall Book Sale is upcoming October 9-11. Friends members get a preview look on the Wednesday evening prior to the public sale. Volunteers are needed to assist with the Book Sale. Carol reminded the Board of the upcoming 26th Annual Breakfast with Santa to be held Saturday, Dec. 6th 8:00am -10:30. Workers and items for the Silent Auction are needed to make this event a success.

Announcements: Carol Poss repeated her concerns about the unalarmed door in the Children's Wing and sees it as a real safety issue. If funding is a problem, she proposed the Friends assist with necessary funds to get the issue resolved. Security Cameras with DVR recording upon movement is also another security issue that is an unfunded concern of the Board's.

Librarian Trent reported she will be absent from the Library for a period having surgery and recuperating. Asst. Library Director Sandy Schultz will be managing the Library during her absence. There being no further business or announcements Katie Gwaltney moved to adjourn the meeting, Peggy Bissett seconded the motion, motion approved and the meeting adjourned at 7:00pm.

LEON VALLEY PUBLIC LIBRARY STATISTICS SEPTEMBER 2014

	SEPTEMBER 2014	<i>Compared to</i>	AUGUST 2014
Items Loaned	2955		2978
OneClickAudio checkouts	2		0
Axis 360 checkouts	4		2
Days Open/Average Per Day	21/141		21/142
Door Count	6669		7867
Volunteer Hours	217		224
Items Added New/Redo	70/53		248/186
Value of Gift Items	\$1,204		\$3640
Reference Questions	611		527
Items Withdrawn	157		165
Library Cards Issued	73		50
Internal Internet Sessions	710		701
External Wi-Fi LVP Accesses	3859		2731
Faxes	109		101
Facebook Reaches	2819		3242
Lit. Students/Items Used	3 stu/ 6 bks		3 stu/6 bks
ILL Received TexPress	19 pkg/ 20 bks		26 pkg/ 28 bks
ILL Returned TexPress	33 pkg/ 35 bks		30 pkg/ 30 bks
ILL Mailed	4p-4bIN/7p-7bOUT		1 in/ 2out(2bks)
Library Fines	\$58.00		\$72.09
Library Copy	\$137.00		\$168.00
Tax Equivalent	\$191.25		\$233.75
Gifts and Memorials	\$25.00		\$95.00
Member Amount Saved	\$42,779.40		\$45,570.52



**PARK COMMISSION MEETING OF THE CITY OF LEON VALLEY, TEXAS
SEPTEMBER 9, 2014**

The Park Commission of the City of Leon Valley, Texas met on the 9th day of September, 2014 at 7 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

REGULAR MEETING OF THE CITY OF LEON VALLEY PARK COMMISSION, 7 P.M.

1. **Call the City of Leon Valley Regular Park Commission Meeting to Order and Determine a Quorum is Present.** Chairman Bert Thomas called the Regular Park Commission Meeting to order at 7 p.m. with the following Park Commissioners in attendance: Chairman Bert Thomas, and Commissioners Monica Alcocer, Roger Christensen, Jackie Walton, Carline Gabriel, Dorothy Humphrey, Benay Cacciatore and Linda Tarin. Absent and excused was Commissioner John Stanley. Also in attendance was Public Works Director Moritz. There were no Councilmembers in attendance.

2. **Review and Approval of the March 11, 2014 Regular Park Commission Meeting Minutes.**

A motion was made by Commissioner Cacciatore to approve the March 11, 2014 Regular Park Commission meeting minutes. The motion was seconded by Commissioner Walton, and the motion passed unanimously.

3. **Citizens to be Heard.** None

4. **Reports: Activities that Impact the Park or Access to the Park**

a. Welcome to New Members

Chairman Thomas welcomed the new members of the Commission and each Commissioner introduced themselves briefly to the rest of the Commission.

b. Introduction to the 2014 Park and Open Space Master Plan

Chairman Thomas opened the discussion explaining the different sections of the Master Plan and noting that each of the members would be assigned an area to review for the next update of the plan. He stressed the importance of the Plan and that the Park Commission recommendations were forwarded to the City Council for implementation, and that as a result of the Plan's newest recommendations, the Park Rehabilitation project had received funding from the City Council.

c. Melinda Moritz: Update on Swimming Pool and Community Garden

Staff member Moritz gave a short presentation on the 2014 swimming pool season, noting that a detailed report would be given to the Park Commission at their October meeting. She explained the pool had remained clear and clean the entire summer, had an average attendance of 150 persons per day, with more on the weekends than weekdays, and that very few complaints had been received regarding the free status of the admission.

d. Melinda Moritz: Update on Park Rehabilitation

Staff member Moritz gave a presentation on the Park rehabilitation program, detailing the new features, as well as the replacement items and costs associated with the entire project.

**PARK COMMISSION MEETING OF THE CITY OF LEON VALLEY, TEXAS
SEPTEMBER 9, 2014**

e. Melinda Moritz: Progress on New Trail

Staff member Moritz explained that the project was under review by TxDOT and SAWS and that as soon as the approval from SAWS had been obtained, the project would gain final approval from TxDOT and be ready for letting.

- 5. Election of New Park Commission Officers.** Commissioner Christensen nominated Chairman Bert Thomas for the position of Chairman, which was seconded by Commissioner Cacciatore. The motion passed unanimously. Chairman Thomas nominated Commissioner Christensen for the position of Vice-Chairman and the motion was seconded by Commissioner Walton. The motion passed unanimously. Commissioner Christensen nominated Commissioner Walton for the position of Secretary, which was seconded by Commissioner Tarin. The motion passed unanimously. The new Park Commission officers are:

**Bert Thomas – Chairman
Roger Christensen – Vice-Chairman
Jackie Walton - Secretary**

- 6. Park Commissioners and Staff comments:**

Each of the Park Commission members made general comments about how excited they were to be on the Park Commission and that they were looking forward to the meetings. Chairman Thomas suggested that the Commission hold a special meeting at the Park, so that the members could walk the potential trail route. It was agreed to hold a special Park Commission meeting on September 18, 2014 and to meet at the Community Garden area.

- 7. Adjourn.**

Commissioner Alcocer made a motion to adjourn the meeting, which was seconded by Commissioner Christensen. The motion passed unanimously and the meeting was adjourned at 8:34 pm.



Chairman Bert Thomas

ATTEST:



Sandra Passailaigue, TRMS
City Secretary

**PARK COMMISSION MEETING OF THE CITY OF LEON VALLEY, TEXAS
SEPTEMBER 18, 2014**

The Park Commission of the City of Leon Valley, Texas met on the 18th day of September, 2014 at 9 a.m. at Raymond Rimkus Park and the Huebner-Onion Natural Area, at 6440 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

SPECIAL MEETING OF THE CITY OF LEON VALLEY PARK COMMISSION, 9 A.M.

1. **Call the City of Leon Valley Regular Park Commission Meeting to Order and Determine a Quorum is Present.** Chairman Bert Thomas called the Special Park Commission Meeting to order at 9 a.m. with the following Park Commissioners in attendance: Chairman Bert Thomas, and Commissioners Monica Alcocer, Roger Christensen, Carolyn Gabriel, and Dorothy Humphrey. Absent and excused were Commissioners Jackie Walton, Benay Cacciatore, Linda Tarin, and John Stanley. Also in attendance was Public Works Director Moritz, and citizens Al Uvietta and Raymond and Carolyn Diaz. There were no Councilmembers in attendance. Let the record show that a quorum was present.

2. **Tour of the Proposed Hike & Bike Trail Route.**

The Commissioners gathered at the covered drinking fountain area, located near the softball diamond and the Community Gardens. The Commissioners noted the improvements to the park, including the new playground, the resurfaced tennis and basketball courts, and existing resurfaced jogging path. They then walked along the proposed route of the Hike & Bike Trail. A general discussion was held regarding the construction schedule, possible disruption of park activities, increased usage of the park areas, the use of concrete, and the width of the new trail.

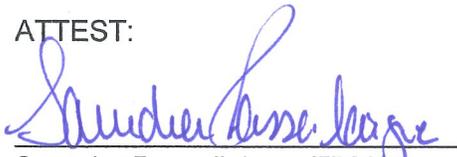
3. **Adjourn.**

The meeting adjourned at 11:30 am.



Chairman Bert Thomas

ATTEST:



Sandra Passailaigue, TRMS
City Secretary

CITY OF LEON VALLEY



Home Rule Charter Commission Meeting
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Wednesday, October 8, 2014

MINUTES

The Home Rule Charter Commission of the City of Leon Valley, Texas met on the 8th day of October 2014 at 6:00 p.m. 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 and announcement of a quorum.

Chairman Arthur "Art" Reyna called the meeting to order at 6:04 p.m. and determined that a quorum was present.

The minutes reflect that all Members of Home Rule Charter Commission were present: Chairman Arthur "Art" Reyna, Vice Chairman Jack Dean, Rudy Garcia, Kathy Hill, David Jordan, Liz Maloy, Mike McCarley, Darby Riley, Victor Rodriguez, Manuel Rubio, and Al Uvietta.

City Attorney Charles Zech, City Manager Manuel Longoria, Jr., Human Resources Director & Commission Staff Liaison Crystal Caldera, and Economic Development Director Claudia Mora were also present.

Adopting the minutes of the September 17, 2014 Home Rule Charter Commission Meeting.

Chairman Reyna asked the Commission if they had any changes to the minutes. Commission Member Liz Maloy made a motion to adopt the minutes as written for September 17, 2014. Commission Member Al Uvietta seconded the motion. The motion passed unanimously.

Discussion, consider and possible action on Mayor and Council terms, size selection and qualifications.

City Attorney Zech opened up the discussion by requesting that the Commission review and approve the sections the Commission requested the City attorney insert. He started with section 3.05 Compensation, "City Council shall not receive any compensation unless determined by vote as provided for herein. Compensation of the City Council, and any subsequent increases, shall be determined and approved by City Council upon a two thirds vote of the City Council". All were in agreement with the addition. City Attorney Zech then reviewed Section 3.06 Mayor, "The Mayor shall be the presiding officer of the City Council and shall be recognized as the head of the City Government for all ceremonial purposes, for emergency management purposes, and by the governor for purposes of military law. The Mayor may debate and discuss any matters before the City Council and shall vote on all issues with the City Council". There was verbal consensus on the language that was included in Section 3.06 Mayor.

City Attorney Zech then reviewed the remaining items that the commission needed to make a decision on: the number of Council members, the length of term and term limits.

Commission Member Manuel Rubio opened the discussion by recommending an additional Council person be added to the City Council. All the discussion was in favor of adding one additional City Member to City Council. City Attorney Zech stated he would draft language for the Commission to approve at the next meeting.

The next item the Commission discussed was length of term. Commission Member Liz Maloy opened the discussion by recommending three year terms. Some discussion ensued. Commission Member Manuel Rubio made a motion to have three year terms for the Mayor and City Council. Commission Member Al Uvietta seconded the motion. All were in favor of three year terms, none opposed, none abstained. The motion passed unanimously.

City Attorney Zech stated the last item to address in this section was term limits. Commission Member Darby Riley began the discussion by stating that he was in favor of three three-year terms and then sitting out for a term continuing the same pattern with no limit. A lengthy discussion followed over the following options:

- Three-year terms. No term limits (staggered elections).
- Three three-year terms. Term limiting out on the third term (9 years).
- Three three-year terms; then stay out for a term (3 years), after which you can run again, continuing the same pattern. No term limits.
- Three three-year terms; then stay out for a term (3 years), after which you can run again for an additional three three-year terms; and then you are term limited out (18 years total).
- Two three-year terms; staying out for one year and then you can run again, continuing the same pattern. No term limits.
- Five three-year terms then term limiting out (15 years).
- Three three-year terms (9 years) staying out for one term (3years) and then serving a max of an additional three terms (life time max of six terms).
- Three three-year terms (9 years) staying out for one term (3years) and then serving a max of an additional two terms (life time max of five terms).

A motion was made by Commission Member Manuel Rubio to have no more than three consecutive terms, staying out for a minimum of one year and then serving an additional three terms. Commission Member Darby Riley seconded the motion, a discussion followed. Commission Member Darby Riley amended the motion to state, no more than three consecutive terms, staying out for a minimum of two year and then serve a max of two more terms (life time max of five terms). The motion was seconded by Al Uvietta. All were in favor of the amended motion, none opposed, none abstained. The motion passed unanimously.

City Attorney Zech reviewed Section 3.08 Vacancies, Forfeiture of Office, Filling of Vacancies, stating the Commission needed to decide; if there is less than one year remaining on the term would they like to appoint or hold an election. The Commission engaged in dialogue regarding Section 3.08. Commission Member Darby Riley made a motion to leave it to the discretion of City Council to fill the vacancy that is not required to be filled by state election under state law. Al Uvietta seconded the motion. All were in favor of the motion, none opposed, none abstained. The motion passed unanimously.

Chairman Arthur "Art" Reyna moved to Section 3.10 Meeting Procedures, specifically agendas and process of placement of items on the agenda. State Law does not address this issue. The current process in the City of Leon Valley is the Manager and/or the Mayor and/or two City Council members can place an item on the agenda. Some discussion took place. There was consensus, to have a City Council person or Mayor submit the request to the City Secretary to place an item on the agenda. The City Secretary would then ask the remaining Council members or Mayor if they would support the placement of the item on the agenda. If the City Secretary receives two additional City Council members or Mayor to support the items placement on the agenda, then the item would be placed on the agenda. The request should be made at least five days prior to the seventy-two hours posting requirement. The City Manager also has the ability to place any item on the agenda. All were in favor of allowing the City Attorney to draft language to this effect to be added to the charter Section 3.10.

Commission member Rudy Garcia requested that an item be placed on the next agenda that would illustrate to the Commission as to where they are in the process of completing the charter. All were in agreement of this item being placed on the next agenda.

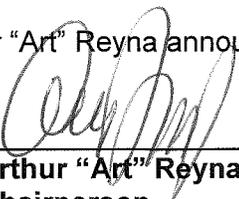
Discuss, consider and possible action on Elections.

This item was postponed until the next meeting.

Adjournment

Chairman Arthur "Art" Reyna announced the meeting adjourned at 9:06 p.m.

APPROVED:



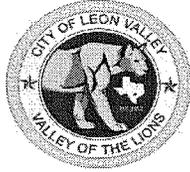
Arthur "Art" Reyna
Chairperson

ATTESTED:



Crystal Caldera
Staff Liaison

CITY OF LEON VALLEY



Home Rule Charter Commission Meeting
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Wednesday, October 15, 2014

MINUTES

The Home Rule Charter Commission of the City of Leon Valley, Texas met on the 15th day of October 2014 at 6:00 p.m. 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 and announcement of a quorum.

Chairman Arthur "Art" Reyna called the meeting to order at 6:06 p.m. and determined that a quorum was present.

The minutes reflect that the following Members of the Home Rule Charter Commission were present: Chairman Arthur "Art" Reyna, Vice Chairman Jack Dean, Rudy Garcia, Kathy Hill, David Jordan, Liz Maloy, Darby Riley, and Al Uvietta. Not in attendance and excused were Mike McCarley, Victor Rodriguez, Manuel Rubio.

City Attorney Charles Zech, City Manager Manuel Longoria, Jr., and Human Resources Director & Commission Staff Liaison Crystal Caldera were also present.

Adopting the minutes of the October 8, 2014 Home Rule Charter Commission Meeting.

Chairman Reyna asked the Commission if they had any changes to the minutes. Commission Member Liz Maloy made a motion to adopt the minutes as written for October 8, 2014. Commission Member Rudy Garcia seconded the motion. The motion passed unanimously.

Status from the City Attorney as to where the Commission is in completing the charter.

City Attorney Zech reviewed the items that were remaining as next topics for discussion and action:

- III. The City Council and Mayor
- IV. Elections
- V. Administrative Organization
- VI. Initiative, Referendum and Recall
- VII. General Provisions
- VIII. Transitional Provisions

There was some discussion over deadlines, but City Attorney Zech assured the Commission that they are still on target. The Commission agreed that if there was a need for additional meetings then they would schedule them as necessary.

Adopting Article II Boundaries.

City Attorney Zech provided the Commission with the final version of Article II Boundaries. There was no discussion. Commission Member Al Uvietta made a motion to approve Article II Boundaries, as presented by City Attorney Zech. Commission Member Rudy Garcia seconded the motion. All were in favor of the motion, none opposed, and none abstained. The motion passed unanimously.

Discussion, consider and possible action on Article III Mayor and City Council.

City Attorney Zech began the discussion by reviewing Article III The City Council and Mayor, Section 3.02 Number, Selection, and Term Part B, which stated the following:

“No **[current or] future** elected official shall serve more than three (3) consecutive terms of office and no more than five (5), terms during a lifetime. For purposes of this subsection an official shall have been considered to have served a term upon taking the oath of office, regardless of whether the official serves the complete term. Any official who has served three (3) consecutive terms shall be prohibited from serving another term for a period of two years from the date of the expiration of the third consecutive term”.

A lengthy discussion ensued to determine whether to include current, past or future elected officials in the section outlined above.

Chairman Reyna concluded that there would not be consensus and suggested the Commission address this section at the next meeting when all the Commission members would be present. The Commission agreed and moved on to Section 3.08 Vacancies; Forfeiture of Office; Filling of Vacancies Part D, which states the following:

“All vacancies with unexpired terms of 13 months or greater shall be filled by special election pursuant to State law. All vacancies with unexpired terms of 12 months or less may be filled by appointment of the City Council upon a majority vote, may be left vacant for the remainder of the unexpired term or filled by a special election pursuant to state law at the discretion of City Council.”

City Attorney Zech stated he structured this verbiage based on what he thought the direction was from the Commission. There was some discussion and the Commission requested City Attorney Zech to change “13 months or greater” to “no more than 12 months”. The Commission unanimously agreed on the change and continued to section 9.09 Prohibitions Part D, which states the following:

“It shall be unlawful for the City Council or any of its members to dictate to the City Manager the appointment of any person to office or employment. The City Council or its members will not interfere in **“any manner”** with the City Manager in the performance of the duties of that office or prevent the City Manager from exercising the City Manager’s own judgment in the appointment of officers and employees whose employment, appointment, and supervision are reserved by this Charter for the City Manager. Except for the purpose of inquiry and investigations, the City Council and its members shall deal with the City Staff solely through the City Manager, and neither the City Council, as a body or any individual member, nor any individual not having administrative or executive functions under this Charter shall give orders to any of the subordinates of the City Manager, either publicly or privately”.

There was some concern with the language stating, “any manner”, further discussion continued and the Commission agreed to allow the City Attorney Zech to draft more specific language versus using the terminology “any manner”. The Commission agreed to move forward to Section 3.10 Meetings and Procedures Part A Agendas, which states the following:

“A member of City Council may place an item on an agenda by agreement of two additional members of City Council. The member of City Council desiring to place an item on an agenda shall submit in writing the request to place the item on an agenda to the City Secretary who shall inquire with members of City Council as to their agreement. The item shall be placed on the next City Council meeting occurring on or after the 8th calendar day after obtaining the agreement of the second member of City Council. At a meeting of City Council a member of City Council may place an item on an agenda by making a motion to place the item on a future agenda and receiving a second. No discussion shall occur at the meeting regarding the placement of the item on a future agenda. The City Manager may place any item on any City Council agenda.”

The Commission was all in agreement with the above language and the continued to Section 3.11 Ordinances Part A. Passages, which states the following:

Except as may otherwise be prescribed in this Charter or other law, all ordinances adopted by the City Council shall take effect **[number of readings]**.

City Attorney Zech opened the discussion by explaining that Leon Valley is a General Law City and currently requires one reading of an ordinance before it is adopted. He continued by stating that all cities have different provisions, some have one others have two or three readings.

There was some discussion and the Commission agreed to have the term "reading" defined, to have a provision for emergency, and to have two readings of an ordinance before it is adopted. The commission agreed and moved on to Section 3.12 Council Investigations; Hearings; Process Part A, which states the following:

"In addition to any other specific authority of investigation and hearing provided for in this Charter, the City Council shall have the power to inquire into the official conduct of any department, agency, appointed boards, office, officers, **employees** or appointed board members of the City. For the purpose of investigations and hearings, the City Council shall have the power to administer oaths, subpoena witnesses, compel the production of books, papers, and other evidence material to the inquiry. The City Council shall provide, by ordinance, penalties for contempt in failing or refusing to obey any such subpoena or to produce any such books, papers or other evidence. The City Council shall have the power to punish any such contempt in the manner provided by such ordinance."

City Attorney Zech stated that this section is important because you want a process in place just in case something happens. There was some discussion on whether to include the term "employees" in the following, "City Council shall have the power to inquire into the official conduct of employees". There was no official consensus, and the Commission agreed this was a good stopping point until the next meeting.

Discuss, consider and possible action on Elections.

This item was postponed until the next meeting.

Discuss, Consider and Possible action on Initiative, Referendum and Recall.

This item was postponed until the next meeting.

Adjournment

Chairman Arthur "Art" Reyna announced the meeting adjourned at 9:07 p.m.

APPROVED: _____


Arthur "Art" Reyna
Chairperson

ATTESTED: _____


Crystal Caldera
Staff Liaison

City of Leon Valley 2012 Bond Program Oversight Committee Meeting September 25, 2014

Chairman Esquivel called the 2012 Bond Program Oversight Committee meeting to order at 6:00 pm. Vice Chairman Yarnell and Committee Members Uvietta, Zavala, Davis, Dean, and Hill were present. Councilperson Sanchez was also present along with the City Manager Manuel Longoria Jr., Fire Chief Luis Valdez and Police Chief Randall Wallace.

A quorum was present.

Approval of Minutes

Chairman Esquivel asked for the minutes to be reviewed and approved. Committee Member Zavala stated that the Project Manager Manny Valdez was identified as the Contractor, when he is not. The minutes were changed to reflect this.

A motion was made by Committee Member Zavala and seconded by Committee Member Uvietta to approve the minutes. This passed unanimously.

Follow-Up Report on Issues Identified during Walking Tour of the Fire Station

Chairman Esquivel recognized the City Manager who advised the main issue that came from the walking tour was the color of the doors. The City Manager stated the color of the doors were spec'd as white by the Architect but showed the Committee Members the color palette and pointed out the color the doors were supposed to be. When the white doors were pointed out to the employee of Bartlett Cooke who is managing our project, Manny Valdez, the City was assured the doors would be painted the proper color.

Committee Member Zavala stated the doors come white, but that is a primer. The City Manager advised the doors should have been delivered already painted the color that was approved, and because they were not, the doors will have to be painted while in place.

Chairman Esquivel asked if there were any other issues and Committee Member Zavala relayed a conversation he had with Manny Valdez on why there were expansion joints on both sides of the door. It was explained that this was what was on the drawing, and the Committee Member thought this was "overkill".

The Chairman asked if the project was still on schedule to which the City Manager replied it was. The City Manager stated the air conditioners were scheduled for delivery in November and that Manny Valdez was still projected a December 18 turnover date.

With no further questions or comments, the Chairman moved to the next item on the agenda.

Financial Report

The Chairman again recognized the City Manager. The City Manager gave the Committee Members a copy of the "Municipal Facility Capital Project Expense Report as of September 19, 2014". The City Manager stated there was not much change on the line items listed except for the one titled "construction". This line item was at 32.81% of % of the budget. The City Manager further stated the Fire Station was approximately 70% completed. The City Manager told the Committee his biggest worry was when the contractor moves into City Hall with the renovation and remodeling.

City of Leon Valley 2012 Bond Program Oversight Committee Meeting September 25, 2014

The City Manager stated that he was considering bringing in a consultant to be our eyes in the City Hall project but he was waiting to determine the cost and identification of a budget for the work. The Manager stated there was an issues found in the Fire Station and the consultant can help look for those types of issues and correct them before it becomes a problem.

The Chairman stated that we need to rely on the managers to insure that the building is appropriately designed and that the work flow and traffic patterns were properly addressed in this design. The City Manager stated that this was done during the design phase, and that staff was involved in the process.

Committee Member Zavala stated that during the last meeting, the City Manager stated that the project was at 24.6% of the overall municipal facilities construction budget and asked what percentage is the Fire Station completed. After a discussion on what exactly the Committee Member was asking, the City Manager stated the Fire Station phase of the project was approximately 70% complete.

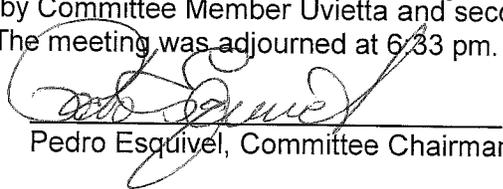
Committee Member Davis asked what was going to happen to the Police Department during the next phase of construction. The City Manager stated that the construction will occur at the existing and vacated Fire Station area and was not going to impact the day to day operations. Employees will stay in place at City Hall until the new Police Station is complete. At that point, the final phase of the project will commence and the City Hall employees will move out completely. Committee Member Hill asked where City Hall was going to move and the City Manager advised that Administration was going to move into the Kinman House and the other operations would move into leased space.

Committee Member Davis asked how the current Fire Department bays were going to be prepared for use by the PD. The City Manager stated he would get this answer for the next meeting.

Vice Chairman Yarnell stated that by having the Fire Department visit the site on a daily basis there were issues found and asked if this was going to carry through with the remainder of the project. The City Manager stated that during the renovation of the existing Fire Department staff would still be present to make these inspections. When City Hall moves, the City Manager stated he may employ an outside consultant such as Project Controls, to perform these inspections. The Chairman asked if the City Manager could research this possibility and report this out at the next meeting.

Adjourn

Hearing no further business, a motion was made by Committee Member Uvietta and seconded by Committee Member Hill to adjourn the meeting. The meeting was adjourned at 6:33 pm.


Pedro Esquivel, Committee Chairman