



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

Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, December 15, 2015

AGENDA

SPECIAL CITY COUNCIL MEETING AGENDA

1. **6:00 P.M.** Call to order, Determine a Quorum is Present.
2. The City Council shall meet in Executive Session under Texas Government Code §551.074 *Personnel Matters* to discuss the following:
 - A. Review of City Attorney applications.
 - B. Review compensation of Finance Director.
3. Reconvene into Regular Session and take action on issues discussed in Executive Session if necessary.
4. Adjournment.

REGULAR CITY COUNCIL MEETING AGENDA

5. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
6. **Citizens to Be Heard and Time for Objections to the Consent Agenda.** "Citizens to be heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council, for which the subject was not posted on the agenda of that meeting, the Council may receive the information but cannot act upon it during the meeting. Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the Council.

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

CONSENT AGENDA

7. Approval of City Council Minutes.
 - a) December 01, 2015 Special and Regular City Council Meeting

8. Consideration and approval of Resolution No. 15-040R in support of the Vision Zero Initiative in the City of Leon Valley. **M&C 2015-12-15-01 (S. Passailaigue)**
9. Consideration and approval of Ordinance No. 15-032, a budget adjustment in the amount of \$665,057 for the CIED Fund. The budget adjustment will allow staff to close the CIED Fund and transfer the funds to the General Fund. **M&C 2015-12-15-02 (V. Wallace)**
10. Consideration and approval of Ordinance No. 15-033, approving of the Tax Roll for the City of Leon Valley, Texas, for the 2015 Tax Year. **M&C 2015-12-15-03 (V. Wallace)**
11. Consideration of Resolution No. 15-041R, a resolution of the City of Leon Valley City Council appointing members to the Board of Adjustment, Park Commission and Zoning Commission. **M&C 2015-12-15-04 (S. Passailaigue)**

REGULAR AGENDA

12. Presentation of the Annual Pool Report.
13. Discussion and possible action on Water and Sewer Rate Study by Nelisa Heddin of NH Consulting, LLC.
14. Discussion and possible action on an Amendment to Chapter 13 Utilities and Article A11.000 Water and Sewer Fees. **M&C #2015-12-15-05 (M. Moritz)**
 - A. Ordinance No. 15-034, prohibiting new water wells, repealing and replacing Article 13.03 Private Water Wells, Article 13.04 Water Service, and Article 13.05 Sewer Service and replacing with new Articles 13.03, 13.04, and 13.05.
 - B. Ordinance No. 15-035, an ordinance amending the City of Leon Valley Code of Ordinances Appendix A, Fee Schedule, Article A11.000 Water and Sewer Fees Section A11.001 (A), (C), (D), (G), (H), (J), (L 1,4) and adding (M) Connection/Disconnection Fee; Section (N) Late Fee; Section (O) Returned Check Fee; Section (P) Meter Plug and Removal Fee; (Q) Texas Commission on Environmental Quality Public Health Service Fee, (R) adopting the Texas Administrative Code, Title 16, Part li, Chapter 24, providing an effective date of the first day of the billing cycle for October 2016 for water rates, and an effective date of the first day of the water billing cycle for January 2016 for wastewater rates with publication, as required by law, and providing a conflicts provision.
15. Discussion – Linkwood Addition Sidewalks. **M&C #2015-12-15-06 (M. Moritz)**
16. Presentation, discussion and possible action on the Reserve Officer Body Armor Purchase Policy from the Police Department; and approval of Ordinance No. 15-036, a Budget Adjustment related to purchase Body Armor in accordance with our policy. **M&C #2015-12-15-07 (R. Wallace)**
17. Presentation, discussion and possible action on a Proposed Police Physical Fitness Policy. **M&C #2015-12-15-08 (R. Wallace)**
18. Presentation, discussion and possible action on a Marketing and Advertising Program for new or renovating businesses in the City of Leon Valley **M&C #2015-12-15-09 (D. Green)**

19. City Manager's Report:

- a) Department Reports
- b) Approved Minutes from Boards, Commissions and Committees
- c) Air Quality Checklist
- d) Future Agenda Items:
 - Call of the May 2016 General Election
- e) Upcoming Important Events:
 - Town Hall Meeting, Conference Center, January 23, 2016 from 8:30 a.m. until 12:30 p.m.
 - City Closure, December 24th through January 1st in observation of the holidays (except for emergency personnel).
 - Holiday Library hours of operation:
 - December 24th-25th – Closed
 - December 26th – Open 10am-2pm
 - December 27th-28th – Closed
 - December 29th – Open 10am-8pm
 - December 30th – Open 10am-6pm
 - December 31st – Open 10am-5pm
 - January 1st - Closed
 - January 2nd – Open 10am-2pm

20. Citizens to be heard.

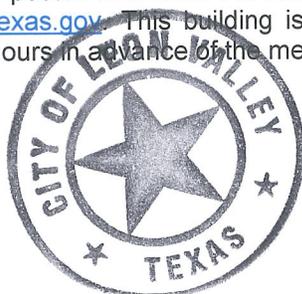
21. Announcements by the Mayor and Council Members. At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday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

22. Adjournment.

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

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

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted at the Leon Valley Public Library, 6425 Evers Road, Leon Valley, Texas, on December 11th, 2015 at 10:35 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 interpreter or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.



Sandra Passailaigue
 SAUNDRA PASSAILAIGUE, TRMC



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

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

MINUTES

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

SPECIAL CITY COUNCIL MEETING

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

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

Also in attendance were:

City Manager Kelly Kuentler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, Communication Director Darrick Green, Community Development Director Elizabeth Carol, Public Works Director Melinda Moritz, Fire Chief Luis Valdez, Police Chief Randall Wallace and Assistant Police Chief Ray Lacy.

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

- **City of Leon Valley Economic Development Corporation Board:**
 - 6:00 p.m. – Joseph Nazaroff

The City Council went into Executive Session at 6:02 p.m.

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

The City Council reconvened into Open Session at 7:05 p.m. No action was taken.

Adjournment

Mayor Riley announced the meeting adjourned at 7:06 p.m.

REGULAR CITY COUNCIL MEETING

Mayor Riley called the Regular City Council Meeting to order at 7:06 p.m. and asked Council Member David Edwards to lead the Pledge of Allegiance.

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

Also in attendance were:

City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Patrick Bernal, Communication Director Darrick Green, Community Development Director Elizabeth Carol, Public Works Director Melinda Moritz, Fire Chief Luis Valdez, Police Chief Randall Wallace and Assistant Police Chief Ray Lacy.

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

Mayor Riley asked if any of the Council Members wished to pull any item from the Consent Agenda for discussion. There being no item pulled the Mayor proceeded to citizens to be heard.

- Mayor Marcella Meffert, 6532 Adair Dr., spoke in support of naming the rooms of the Leon Valley Public Library as recommended by the Library Board of Trustees.
- Rita Burnside, 6938 Forest Way, also spoke in support of naming the rooms of the Leon Valley Public Library as recommended by the Library Board of Trustees.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) October 05, 2015 Special City Council Meeting**
- b) October 26, 2015 Special City Council Meeting**
- c) November 07, 2015 Special City Council Work Session**
- d) November 16, Special City Council Meeting**
- e) November 17, 2015 Special and Regular City Council Meeting**

Discussion and possible action on the approval of a waiver for the deposit and rental fees related to the use of the Leon Valley Community Center as requested by Representative Justin Rodriguez for a Holiday Party for House District 125. M&C #2015-12-01-01 (E. Carol)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve Consent Agenda Item #7 (October 5th, October 26th, November 7th, November 16th and November 17th, 2015 City Council Minutes) and Item #8 (Community Center Waiver Request – State Representative Justin Rodriguez) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

REGULAR AGENDA**Discussion and presentation from MDLG & Company's update on the Leon Valley Holiday Fest. M&C #2015-12-01-02 (E. Carol)**

Mike DeLaGarza gave a presentation on the Leon Valley Holiday Fest which is scheduled for Sunday, December 13, 2015 from 1:00 p.m. to 7:00 p.m. at the Leon Valley Community Center.

Discussion and possible action on Resolution No. 15-038R appointing members to the City of Leon Valley Economic Development Corporation in accordance with Ordinance No. 2014-01-13-02. M&C 2015-12-01-03 (S. Passailaigue)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to appoint Joseph Nazaroff to Place 1; Michael McCarley to Place 5; Larry Proffitt to Place 6; Gayle Monnig to Place 7 and contingent up the CoLVEDC Articles of Incorporation being amended to add two (2) Alternate positions: Manuel Rubio to Alternate 1 and Marian Slaughter to Alternate 2. Upon a vote of four (4) for and none (0) opposed and with Council Member David Edwards abstaining, Mayor Riley announced the motion carried.

Discussion and possible action to name rooms at the Leon Valley Public Library. M&C #2015-12-01-04 (S. Underwood)

Leon Valley Public Library Director Sandy Underwood presented this item seeking City Council consideration to name rooms at the Leon Valley Public Library. Director Underwood said that Peggy Bissett was the first employee of the Leon Valley Public Library over 30 years ago. After her retirement, her dedication to the library continued as evidenced by her involvement with the Friends Group as well as participation in the Trustee Board of the Library until her passing. In Peggy's honor as the first employee, the Board would like to name the library meeting room, THE PEGGY BISSETT MEETING ROOM. Director Underwood continued with the naming of the Children's Wing saying Joyce Trent was the first Librarian of the Leon Valley Public Library and her vision of a children's wing became reality in 2013. Her creativity and design of Library operation made the library a widely recognized (as evidenced by numerous awards) and essential community resource. Joyce was responsible for the original library design that included footprints for two expansions, the first being the current Young Adult and Archives area, the second the Children's Wing. Through grants, she raised significant funds that contributed to the construction and the majority of the furnishings, décor, and overall welcoming and learning atmosphere for children. In Joyce's honor, the Board would like to name the children's wing, THE JOYCE MILLER TRENT CHILDREN'S WING.

Director Underwood concluded her presentation adding that the Leon Valley Public Library Trustee Board recommends that the Council approve the rooms being named in honor of those that have given above and beyond, contributed to the betterment of the entire community thru the excellence of the Leon Valley Public Library.

City Attorney Patrick Bernal said this request is not in any conflict with Ordinance No.2013-10-14-03 which addresses the naming of City buildings and streets.

Mayor Marcella Meffert made a donation to cover the cost of the dedication plaques.

A motion was made by Council Member Benny Martinez and seconded by Council Member Monica Alcocer, to name the Leon Valley Public Library children's wing, *THE JOYCE MILLER TRENT CHILDREN'S WING*; and the Leon Valley Public Library meeting room, *THE PEGGY BISSETT MEETING ROOM*. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action authorizing the City Manager to enter into an agreement with the American Textile Recycle Service (ATRS) to allow three (3) recycling donation boxes for five years and for ATRS to provide the City of Leon Valley .02 cents per pound. M&C #2015-12-01-05 (E. Carol)

Community Development Director Elizabeth Carol informed the City Council that in 2011 the City entered into an agreement to allow American Textile Recycle Service (ATRS) to have one (1) donation station on El Verde Road, across the street from City Hall. The box was removed earlier this year and ATRS has recently requested to negotiate a new contract and install three new boxes in the community at the following locations: 1) Community and Conference Center, 6427 Evers Road; 2) City Hall Complex 6400 El Verde Road; and 3) Public Works, 6429 Evers Road.

Community Development Director Carol said the current Zoning Permitted Use Table does not include a use on behalf of "unattended donation stations". The closest use would be an "attended donation station" which is only allowed outright in the I-1 (Light Industrial District) and requires a Specific Use Permit (SUP) in B-2 or B-3 (Business Districts). Since these locations are proposed to be located on City property, the Land Use SUP provisions would not be applicable. Typical concerns associated with the proposed land use include graffiti and illegal dumping. ATRS has included a three time a week pick-up schedule in their contract, will utilize tamper proof chutes and has committed to removing debris within ten feet of the recycling container. In addition, Code Compliance will issue warning and citations as needed.

Community Development Director Carol said staff recommends approval of the request with the following conditions: 1) Each site be limited to one (1) donation station box; 2) Sign size limited to 25% of wall area, in accordance with existing sign ordinance; and 3) The donation bins shall be constructed of a chip and flake resistant metal and generally black or dark gray-green in color, in accordance with the standards identified in the overlay district.

Mr. Jim Bruno of American Textile Recycle Services (ATRS) was present to answer questions.

Council Member Benny Martinez said he would like to see a line be added next to the City Manager's name in order for the Mayor to sign the contract.

Mr. Bruno informed the City Council that there is a twice a week pick up of the items and a daily drive by to check on the bins. Mr. Bruno agreed to a Council request to have undesirable items that might be left outside of the bins on a daily basis.

- Olen Yarnell, 7230 Sulky Ln., asked about placement on commercial property.

A motion was made by Council Member Benny Martinez and seconded by Council Member Monica Alcocer, to authorize the City Manager to enter into the agreement with American Textile Recycle Service (ATRS) to allow three (3) recycling donation boxes for five years and for ATRS to provide the City of Leon Valley .02 cents per pound and to designate the location of said recycling donation boxes. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action on Evers Road sidewalk funding. M&C #2015-12-01-06 (M. Moritz)

Public Works Director Melinda Moritz presented in an effort to provide an explanation of funding for the Evers Road sidewalk rehabilitation project. Public Works Director Moritz began by saying that in June of 2015, the City received a notice of noncompliance from the Office of Civil Rights at the Federal Highway Administration, stating that the sidewalks along Evers Road were not ADA compliant. The notice stated that by law, the City must bring these sidewalks into compliance and that a plan for doing so must be submitted. The City Manager directed Public Works to create a phased plan for coming into compliance over a two year period. It was decided to work on the south bound side, or Park side, of Evers Road the first year. The south bound side of Evers Road is missing several sections of sidewalks, as our subdivision code mandates that the owners of property actually construct the sidewalks at the time of platting or building, and there is a large undeveloped parcel at Evers and Seneca. The portion of Evers Road at Adair and along Castle Estates has little to no available right of way and large electrical transmission poles take up what room is there. The north bound side of Evers Road will be more costly as there are several retaining walls to be built, as well as existing retaining walls that have to be reconstructed, and then areas where passing pads must be installed. Plans for construction are being developed for bid. Once bids have been received and a contractor approved by City Council, the work can begin.

Public Works Director Moritz added that the Fiscal Impact is that a preliminary estimate was created that gave a cost of \$333,045 for construction and \$59,948 for engineering, for a total cost of \$392,993. The Council approved funding in the amount of \$120,000 from the General Fund in Fiscal Year 2016 for the first phase. In June of 2015, the legislature approved the use of Street Maintenance Tax funds to replace existing sidewalks; however, if used, this will reduce the funds available for street maintenance.

Public Works Director Moritz concluded saying that staff recommends continuing with the original plan of phasing the project, approve funding in Fiscal Year 2017 for completion, and fund both phases with monies from the General Fund.

There was a consensus among members of the City Council to take no action at this time but instead, to discuss this with the State and see if we can amend this to a three (3) year plan. Then bring it back to City Council for further discussion and possible action.

Discussion and possible action on Ordinance No. 15-028, an ordinance amending Article 1 Park Ordinance, Revising Section 1.09.011 "Penalties" to be Section 1.09.012 "Penalties", and Adding a New Section 1.09.011 "Variances". M&C #2015-12-01-07 (M. Moritz)

Public Works Director Melinda Moritz presented this item with the purpose of seeking City Council consideration of an amendment to the Park Code, which will allow the City Council to consider variances to the strict enforcement of the Parks and Recreation ordinance. From time to time, Staff receives requests from the public for events at the park, which are not allowed per the Park Code. The Parks and Recreation ordinance does not any provision for the granting of a variance. Adding this new section would allow the City Council to hear these requests.

Public Works Director Moritz told the City Council that the Park Commission has recommended approval of this procedure. Staff has also recommended that the City Council approve Ordinance No. 15-028, an amendment to Article 1.09 Parks and Recreation, to change the numbering of Section 1.09.011 "Penalties" to 1.09.012, and to add a new Section 1.09.011 "Variances", with recommended text.

A motion was made by Council Member David Jordan and seconded by Council Member Monica Alcocer, to adopt Ordinance No. 15-028 as captioned. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action of approval of contract extension for San Antonio Pool Management, Inc. to provide management and maintenance services at The Leon Valley Community Swimming Pool for the 2016 pool regular and winter seasons. M&C #2015-12-01-08 (M. Moritz)

Public Works Director Melinda Moritz presented this item seeking City Council's consideration in extending the contract with San Antonio Pool Management, Inc. to provide swimming pool management services for the 2016 swimming pool regular and off-season pool management and maintenance. San Antonio Pool Management, Inc. was hired through a proposal process in May of 2013. The contract allows for an extension to the contract for a period of three years, with Council approval. This will be the third year. The company has been exceptionally responsive to the operations of the pool and has provided good, sound management services. Funding for the contract was approved by City Council in the 2015-2016 budget; however, the company has increased their fees, due to increases in salaries. The overage can be absorbed within the current budget. Public Works Director Moritz informed the Council that the Fiscal Year 2016 budgeted amount is \$45,000 and San Antonio Pool Management's proposal is \$46,302 (\$43,852 season + \$2450 off-season) with a deficit of \$1302.

Staff is recommending the approval of the contract extension for San Antonio Pool Management, Inc. to manage the Leon Valley Community Pool for the 2016 pool regular and winter seasons.

Council Member David Jordan request that the revenue that San Antonio Pool Management, Inc. took in and were able to keep be brought back to City Council for review at the December 15th City Council meeting.

City Attorney Patrick Bernal expressed his concern with the provision of indemnity as well as some conflicting insurance issues and would like to amend the contract in that regard.

A motion was made by Council Member Carmen Sanchez and seconded by Council Member Monica Alcocer, to approve the contract extension for San Antonio Pool Management, Inc. to provide management and maintenance services at The Leon Valley Community Swimming Pool for the 2016 pool regular and winter seasons contingent upon the City Attorney's amendments to the indemnity/insurance provision. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action of the Roles and Responsibilities of the Mayor, City Council and City Manager. M&C #2015-12-01-09 (K. Kuenstler)

City Manager Kelly Kuenstler presented the item in response to the recent City Council Retreat.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to accept the Roles and Responsibilities of the Mayor, City Council and City Manager as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Presentation, discussion and possible action on a Proposed Body Armor Policy for the Leon Valley Police Department. M&C #2015-12-01-10 (R. Wallace)

Chief of Police Randall Wallace presented this item as part of the current budget; the City Council approved the purchase of body armor for all the full-time Officers in the Police Department. This purchase will be the third time the City has purchased the body armor, before this it was up to the individual officer to make the purchase either outright or using their clothing allowance (which did not cover the entire cost). This purchase is to replace body armor that has exceeded the five year life span and is also to purchase body armor for the officers who currently do not have any. The Police Departments current Body Armor Policy has been modified to make the wearing of body armor mandatory for uniformed officers. The first City purchase the usage was mandatory but this was changed at the time of the second purchase. For the second purchase, officers were not required to participate. The only exception to wearing the body armor is a physical condition that exists that would prevent this. This condition will require a Doctors excuse. Non-uniformed personnel will be mandated to wear their vest when they serve a search or arrest warrant or when they anticipate becoming involved in a potentially confrontation situation. Nothing in the policy would prohibit the non-uniformed personnel from wearing their vest on a daily basis.

Chief Wallace continued by saying that the Police Department is purchasing the body armor using the Texas Smartbuy cooperative purchasing program. This will satisfy all legal requirements for the purchase. The vest most officers nationwide purchase is a level II. We are giving our officers the option of upgrading, at no cost to themselves, to the level III-A, of which all but one has taken advantage of. The advantage in increased protection levels from II to III-A is not so much protection from penetration of pistol fire, but a significant reduction in the blunt trauma received. Chief Wallace said that the total cost would be \$39,000 which would come out of the Forfeiture Fund.

Staff recommends the approval of this agreement will directly impact Strategic Goal Number 7, "Pursue Revenue Enhancements to Enhance City Operations". By utilizing forfeiture funds to

purchase equipment for the Police Department the financial burden is not placed within the General Fund.

City Manager Kuenstler thanked Council Member David Jordan for his assistance with this policy. City Manager Kuenstler added that there is a correction to "B" needs to read "provide body armor to all full time officers." Chief Wallace concurred and said that change had been made.

A motion was made by Council Member David Jordan and seconded by Council Member Monica Alcocer, to accept the Leon Valley Police Department Body Armor Policy for the full time officers and to come back at a later date with a policy for reserve officers. Upon a unanimous vote, Mayor Riley announced the motion carried.

Chief Wallace asked for clarification on whether or not the City Council's direction is that for employees who have been with the City for five (5) or more years, the armor is purchased by the City and that those employed with the City between one (1) and five (5) years, the employee will purchase the armor and the City will reimburse for each incremental year. Council Member Alcocer said that needs to be worked on.

Presentation, discussion and possible action of the Body Worn Digital Recording Systems Policy from the Police Department; and approval of Ordinance No. 15-029, a Budget Adjustment related to purchase Body Worn Digital Recorders for each Police Officer assigned to patrol. M&C #2015-12-01-11 (R. Wallace)

Chief of Police Randall Wallace presented this item as well for the use of Body Worn Digital Recording (BWDR) system which provides an unbiased audio/visual recording of events that our Police Officers encounter. These recordings can be useful for the documentation of evidence, the preparation of offense reports, and future court testimony. These recordings can also protect employees from false allegations of misconduct and be of use when debriefing incidents or evaluating performance. The Police Department will issue a BWDR to each officer who is engaged in traffic or highway patrol, otherwise regularly detain or stop motor vehicles, or are primary responders to calls for assistance from the public. While we cannot describe each situation that the system may be used, it will be used when the officers have detained or arrested a person, are attempting to detain or arrest a person, or by the nature of the call are likely to detain or arrest a person. Once the BWDR system is activated it shall remain on until the incident has concluded. Conclusion of an incident has occurred when all arrests have been made and arrestees have been transported; and all witnesses and victims have been interviewed. Recording may cease if no further law enforcement action is likely to occur. Chief Wallace added that it should be noted that these BWDR systems are above and beyond the current recording system we have in our vehicles. The BWDR will not replace the car cameras.

The City has received a quote from Coban Technologies for the purchase of 20 BWDR systems. The total for these will be \$20,500.00. This will give each officer, taking into account future planned hires, a device along with having two extras. Coban Technologies is the vendor for our car camera systems and the two systems will share the backend side of the technology, thereby negating the necessity to purchase this for the BWDR's. The cost for the body cameras is \$20,500 to be taken from the Police Forfeiture Fund.

Staff is recommending the approval of the Leon Valley Police Department Body Worn Digital Recording Systems Policy; and the adoption of Ordinance No. 15-029, a budget adjustment that would provide for the purchase of the body cameras.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to approve of the Body Worn Digital Recording Systems Policy from the Police Department; and approval of Ordinance No. 15-029, a Budget Adjustment related to purchase Body Worn Digital Recorders for each Police Officer assigned to patrol. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action authorizing the City Manager to enter into an agreement with the City of Helotes for dispatch services. M&C #2015-12-01-12 (K. Kuenstler)

City Manager Kelly Kuenstler presented the most recent proposed agreement for dispatch services between the City of Leon Valley and the City of Helotes. City Manager Kuenstler added that the citizens of the City of Leon Valley should enjoy an enhanced dispatch service when they are combined with the City of Helotes. The joining of dispatch services with the City of Helotes is anticipated to result in an annual savings to the City of Leon Valley in the approximate amount of \$253,489 during the upcoming fiscal year.

Staff is recommending that City Council authorize the City Manager to enter into an agreement with the City of Helotes for dispatch services.

A motion was made by Council Member David Jordan and seconded by Council Member Benny Martinez, to authorize the City Manager to enter into an agreement with the City of Helotes for dispatch services as amended by the City Manager. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action on Resolution No. 15-039R casting a vote by the City of Leon Valley City Council for the Bexar Appraisal District Board of Directors for 2016-2017. M&C #2015-12-01-13 (S. Passailaigue)

A motion was made by Council Member David Edwards and seconded by Council Member David Jordan, to give eight (8) votes to George Torres for the Bexar Appraisal District Board of Directors for 2016-2017. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action on submission of an application to Solar Host SA to provide solar energy to the municipal buildings within the City of Leon Valley. M&C #2015-12-01-14 (K. Kuenstler)

City Manager Kelly Kuenstler presented this item to City Council beginning by telling them that there is no charge for the system installation & maintenance. There is also a credit of \$0.03 per kilowatt-hour for every kilowatt-hour that the system generates. How many kilowatts the system will generate is unknown. For information purposes, current electricity bills at the Fire Department run approximately \$10,800 per year and \$4,800 per year at City Hall.

Staff is recommending that City Council authorize the City Manager to submit an application to Solar Host SA for a free solar system to be housed on the roof of City Hall, the Fire Department and/or any other city building. This will require an assessment of the structure and build of the new roof that has been installed on both buildings.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to authorize the City Manager to submit an application to Solar Host SA for a free solar system to be housed on the roof of City Hall, the Fire Department and/or any other city building. Upon a unanimous vote, Mayor Riley announced the motion carried.

Mayor Riley request that the total savings seen as a result of solar panels being installed on the Community Center be brought back to City Council. City Manager Kuenstler agreed to do that.

Discussion and possible action on a Preliminary Draft Town Hall Meeting agenda with a Final Draft Town Hall Meeting agenda set to come back to City Council on December 15th. M&C #2015-12-01-15 (K. Kuenstler)

There was a discussion of the proposed topics of discussion followed by a consensus among City Council members that the following items would be topics of discussion at the January 23, 2016 Town Hall Meeting: Update on Emergency Preparedness – Billy, Leon Valley Fire Department; Public Private Partnership – Present draft MOU for citizen input; Police Enforcement & Presence; Forest Oaks Pool; and Hike & Bike Trail.

The other items such as Home Rule, 5 Yr. Strategic Plan for Leon Valley Public Library, Report on Evers Road, and Clean Up, Fix Up Day and Beautification Awards would be discussed during Regular meetings.

City Manager's Report:

- a) **Department Reports**
- b) **Approved Minutes from Boards, Commissions and Committees**
- c) **Future Agenda Items:**
 - **Communication/Media Policy**
 - **Physical Fitness Policy**
 - **Call of the May 2016 General Election**
 - **Linkwood Sidewalk Discussion**
 - **Water and Sewer Rate Study**
 - **Brainstorming Work Session on Huebner Creek**
- d) **Upcoming Important Events:**
 - **27th Annual Breakfast with Santa, Community Center, December 5th from 8:00 a.m. until 10:30 a.m.**
 - **Holiday Tree Lighting Event, Community Center Grounds, December 7th from 6:30 p.m. until 8:30 p.m.**
 - **Staff Christmas Potluck Luncheon, Conference Center, December 8th at 11:30 a.m.**

- **Beethoven Christmas Concert, Community Center, December 13th at 2:30 p.m.**
- **Holiday Festival, Library and Community Center, December 13th**
- **Town Hall Meeting, Conference Center, January 23, 2016 from 8:30 a.m. until 12:30 p.m.**
- **City Closure, December 24th through January 1st in observation of the holidays (except for emergency personnel).**
- **Holiday Library hours of operation:**
 - **December 24th -25th – Closed**
 - **December 26th – Open 10am-2pm**
 - **December 27th-28th – Closed**
 - **December 29th – Open 10am-8pm**
 - **December 30th – Open 10am-6pm**
 - **December 31st – Open 10am-5pm**
 - **January 1st - Closed**
 - **January 2nd – Open 10am-2pm**

City Manager Kuenstler reminded everyone of the upcoming agenda items as well as upcoming City events. Other items mentioned were that twenty-seven applications were received for city attorney and of those four or five will be interviewed next Wednesday at 3:00 p.m.; the new water rates would be effective January 01, 2016; Estimate is coming soon on the Kinman House remodel; and that SAMCO will be doing a water system survey in the next two weeks.

City Manager Kuenstler, members of City Council and guests gave Mayor Riley a birthday cake and sang “Happy Birthday” to her.

Citizens to be Heard.

- Olen Yarnell, 7230 Sulky Ln., thanked the Chiefs for the Next Door updates. Mr. Yarnell also informed everyone that the December Zoning Commission meeting was cancelled.

Announcements by the Mayor and Council Members

Council Member Benny Martinez informed everyone that the Leon Valley Fire Department would be hosting the next Chamber luncheon.

Council Member David Jordan thanked both Chiefs for taking care of their staff and keeping safety as a priority.

Mayor Riley read aloud a letter received from Commander Dale Barnett in appreciation for the Walk with the Commander event in the park. Mayor Riley also wished everyone a happy and safe holiday and told everyone that she would be out of town for the December 15th Regular City Council meeting and that Mayor Pro Tem Carmen Sanchez will be filling in for her.

Adjournment.

Mayor Riley announced the meeting adjourned at 10:10 p.m.

These minutes approved by the Leon Valley City Council on the 15th of December, 2015.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

DRAFT

MAYOR AND COUNCIL COMMUNICATION

DATE: December 15, 2015 **M&C # 2015-12-15-01**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Kelly Kuentler, City Manager

SUBJECT: Consideration and approval of Resolution No. 15-040R in support of the Vision Zero Initiative in the City of Leon Valley.

PURPOSE

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

FISCAL IMPACT

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

12/16/15
cr



November 17, 2015

The Honorable Chris Riley
Mayor of the City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

Dear Mayor Riley:

In 2014, 1,250 residents of the Alamo Area were seriously injured and 223 were killed in traffic crashes: an unacceptable status quo for the Alamo Area Metropolitan Planning Organization (AAMPO), which is charged with planning for the safe and efficient movement of people and goods consistent with the region's overall economic, social and environmental goals. On October 26, 2015, AAMPO's Transportation Policy Board unanimously approved a resolution in support of the Vision Zero Initiative for the City of San Antonio. The resolution also encourages other communities to consider the implementation of the Vision Zero goals within their respective jurisdictions.

Vision Zero is a traffic safety approach that resolves to reduce all traffic fatalities and serious injuries to zero. Vision Zero incorporates street design, public dialogue and education, enforcement, technology and legislation to protect us while keeping us moving. First adopted in Sweden in 1997, the idea of "zero deaths" has evolved across the world. As of November 2015, mayors of 13 U.S. cities, including Mayor of San Antonio Ivy Taylor and Mayor of Austin Steve Adler, have committed to Vision Zero and have or are developing action plans for their communities.

As you work with your community to identify future projects, programs and policies, please consider the attached resolution and these resources: the City of San Antonio's Vision Zero Initiative at www.sanantonio.gov/TCI/VisionZero and Toward Zero Deaths: A National Strategy on Highway Safety at www.towardzerodeaths.org. You may also contact Allison Blazosky, AAMPO's Bicycle and Pedestrian Transportation Planner, with questions at 210-230-6911 or blazosky@alamoareampo.org.

Sincerely,

Isidro G. Martinez

825 South Saint Mary's Street • San Antonio, Texas 78205

(210) 227-8651 (210) 227-9321 TTD 1 (800) 735-2989

www.alamoareampo.org

RESOLUTION No. 15-040R

A RESOLUTION IN SUPPORT OF THE VISION ZERO INITIATIVE FOR THE CITY OF LEON VALLEY, TEXAS.

WHEREAS, the Alamo Area Metropolitan Planning Organization (MPO) is responsible for a multi-modal transportation planning process; and

WHEREAS, the MPO provides local direction for urban transportation planning and the allocation of federal transportation funds to cities within the region; and

WHEREAS, in 2012 the MPO adopted a Pedestrian Safety Action Plan to help address safety concerns for the region; and

WHEREAS, the safety of people walking, using a wheelchair, bicycling, using transit and driving, continues to be a focus of the Alamo Area; and

WHEREAS, the MPO supports pedestrian, bicycle and multi-modal transportation solutions and studies; and

WHEREAS, on September 15, 2015, the City of San Antonio endorsed a Vision Zero initiative, which calls for:

- Eliminating deaths and severe injuries from traffic crashes
- Bringing together diverse stakeholders to address this complex problem
- Ensuring safety factors are a priority in selection of transportation projects
- Addressing land use and community policies which influence transportation development
- Considering the evolution of transportation technology and the usage of data-driven project selection to encourage smart investment in our infrastructure; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, the City of Leon Valley, in order to advance a transportation system that is more socially, environmentally and economically sustainable for all residents, including children, seniors and persons with disabilities, supports the adoption and implementation of the City of San Antonio's Vision initiative.

FURTHERMORE, BE IT RESOLVED that the City of Leon Valley strongly encourages decision makers to consider the implementation of the Vision Zero goals within their respective jurisdictions.

PASSED AND APPROVED by the City Council of the City of Leon Valley this the 15th day of December, 2015.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

Proposed

MAYOR AND COUNCIL COMMUNICATION

DATE: December 15, 2015

M&C#: #2015-12-15-02

TO: Mayor and Council

FROM: Vickie Wallace, Finance Director

THROUGH: Kelly Kuentler, City Manager

SUBJECT: Consideration and approval of Ordinance No. 15-032, a budget adjustment in the amount of \$665,057 for the CIED Fund. The budget adjustment will allow staff to close the CIED Fund and transfer the funds to the General Fund.

PURPOSE

During the budget process for the fiscal year 2016 budget, Council agreed to close and transfer the CIED funds available to the General Fund after the close of fiscal year 2015. The \$665,057, which is the balance available, represents the CIED Fund balance of \$664,843 as of September 30, 2015, interest earned for October and November of \$139 and estimated interest earned for December of \$75.

FISCAL IMPACT

The transferring of the CIED Funds will increase the General Fund Balance by \$665,057.

STRATEGIC GOALS

N/A

SEE LEON VALLEY

Social – N/A

Economic – N/A

Environmental – N/A.

RECOMMENDATION

Approve the budget adjustment and related ordinance for the CIED Fund in the amount of \$665,057 so these funds can be transferred to the General Fund.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

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

WHEREAS on September 22, 2015 the City Council of the City of Leon Valley adopted the 2015-2016 fiscal year budget: and

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

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

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

SECTION I

That the City Council of the City of Leon Valley hereby amends the fiscal year 2015-2016 budget as provided for in the attached Exhibit "A", said Exhibit to incorporated herein as if fully set forth herein.

**SECTION II
SEVERABILITY**

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

**SECTION III.
REPEALER CLAUSE**

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

**SECTION IV.
EFFECTIVE DATE**

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

**SECTION V.
PROPER NOTICE AND MEETING**

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 15th day of December, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

MAYOR AND COUNCIL COMMUNICATION

DATE: December 15, 2015 **M&C # 2015-12-15-03**
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Kelly Kuenstler City Manager

PURPOSE

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

SEE LEON VALLEY

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

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

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

FISCAL IMPACT

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

STRATEGIC GOALS

N/A

RECOMMENDATION

Adopt Ordinance No. 15-033 approving the 2015 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

TAX ROLL STATEMENT AS OF OCTOBER 1, 2015

TAX ASSESSMENT ROLLS OF LEON VALLEY FOR THE YEAR 2015 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	3,739	823,521,384	739,519,441	164,303.77	3,988,169.17
PERSONAL PROPERTY	783	79,773,345	77,738,151	.00	440,776.32
MOBILE HOME PROPERTY	42	666,310	656,310	.00	3,685.92
MINERAL PROPERTY	0	0	0	.00	.00
OTHER PROPERTY	0	0	0	.00	.00
TOTAL	4,564	903,961,039	817,913,902	164,303.77	4,432,631.41

RATE OF TAXATION ASSESSMENT RATIO 100%
TOTAL TAX RATE 00.561615

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

BY :



.....

MAYOR AND COUNCIL COMMUNICATION

DATE: December 15, 2015 **M&C # 2015-12-15-04**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Kelly Kuentler, City Manager

SUBJECT: Consideration of Resolution No. 15-041R appointing a members to the City of Leon Valley Boards and Committees in accordance with Ordinance No. 2014-01-13-02.

PURPOSE

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

FISCAL IMPACT

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION No. 15-041R

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING MEMBERS TO THE BOARD OF ADJUSTMENT, PARK COMMISSION AND ZONING COMMISSION.

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:

- Board of Adjustment – Liz Maloy**
- Board of Adjustment – Vivian Pankey**
- Park Commission – Danielle Bolton**
- Zoning Commission-Alternate #3 – Jacque Conrad**

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

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 15th day of December, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney



City of Leon Valley Swimming Pool – FY 15 Report

City Council Meeting
December 15, 2015

Background

- SA Pool Management provides management and oversees operations of the City Pool.
- Memorial Day – Labor Day
 - Staffing of Lifeguards
 - Responsible for maintaining water quality, logging 3x daily; and monitoring membership



2015 Schedule

Monday:	Closed
Tuesday:	12:00 p.m. – 8:00 p.m.
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 was closed Monday, unless of a holiday (Memorial Day, Father's Day, Fourth of July, and Labor Day)

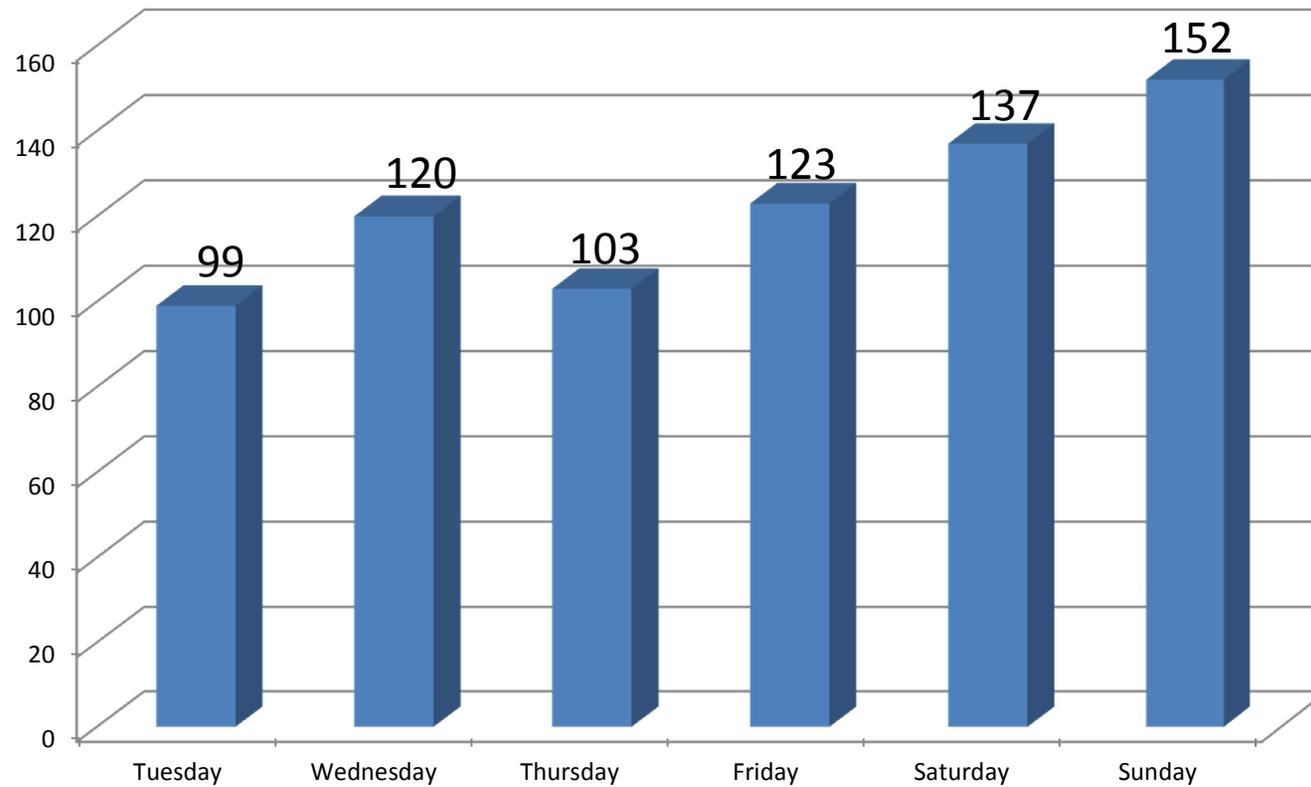
Background

- SA Pool Mgt. has managed the City Pool the past two years and has done an excellent job of providing lifeguard services and management of the pool.
- Any requests for after hours pool parties are directed to SA Pool Mgt.
- The City received no complaints regarding any water quality or safety issues
 - Did receive two complaints regarding groups from outside of Leon Valley using the City Pool, some crowding on two weekends, vandalism to vending

Background

- Total attendance this season was approximately 11,081 (Memorial Day to Labor Day) up from 8,357 in 2014.
 - Opened one additional day
- From available data—Zip Code Breakdown as follows:
 - 95% Leon Valley Zip Codes
 - 5% - Other Zip Codes

Avg. Daily Attendance



Operational Expenses

2015 Pool Expenditures	Cost
Repairs (replaced diving board, minor repairs to plumbing)	\$2,000
Management Contract (SA Pool Mgt.)	\$40,995
Operational (Utilities, Supplies)	\$11,500
Off Season Pool Treatment	\$3,000
TOTAL	\$57,495

Recommendations

- Staff recommends opening and operating the pool in FY 16 at no cost to the citizens
- Continue to contract with SA Pool Management, Inc. to operate the pool next season
- Issue wristbands to Pool users
- Must wear a wristband to gain entrance



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 – FY 15 Report

City Council Meeting
December 15, 2015

City of Leon Valley, TX

Cost of Service and Rate Design Study Water and Wastewater Utility

December 15, 2015



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

Overview

- October – Reviewed Results
- Updated Analysis Based on Feedback
- Incorporates SAWs Rate Increase

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

- Ben Franklin -



Rate Design

- Water Utility – Base Rates

Minimum Bill	Current	2016	2017	2018	2019
Residential 5/8"	\$9.36	\$9.36	\$11.20	\$11.48	\$11.76
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08
1"	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06
1 1/2"	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72
2"	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28
3"	\$74.42	\$74.42	\$123.25	\$126.29	\$129.41
4"	\$147.26	\$147.26	\$156.86	\$160.73	\$164.71
8"	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73



Rate Design

- Water Utility - Volumetric Charge

Volumetric Rate (per thousand gallons)	Current	2016	2017	2018	2019
Commercial					
0-748,100	\$1.68	\$1.68	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50
Residential/Irrigation					
0-2,500	\$1.08	\$1.08	\$3.18	\$3.37	\$3.56
2,501-5,985	\$1.08	\$1.08	\$4.68	\$4.87	\$5.06
5,986-12,717	\$2.00	\$2.00	\$6.18	\$6.37	\$6.56
12,718-17,205	\$2.95	\$2.95	\$7.68	\$7.87	\$8.06
Above 17,205	\$3.77	\$3.77	\$9.18	\$9.37	\$9.56



Rate Design

- Wastewater Utility

	Current	2016	2017	2018	2019
Minimum Bill	\$14.36	\$15.08	\$15.08	\$15.08	\$15.08
Gallons Included in Minimum:					
Residential	4,488	3,000	2,000	1,000	-
Commercial	2,244	1,500	1,000	500	-
Volumetric Rate	\$5.59	\$5.83	\$5.92	\$6.06	\$6.24



Recommendations

- Adopt Recommended Increase
- Wastewater Rates Effective January 1, 2016
- Water Rates Effective October 1, 2016



MAYOR AND COUNCIL COMMUNICATION

M&C #2015-12-15-05

DATE: December 15, 2015
TO: Mayor and City Council
THROUGH: Kelly Kuenstler, City Manager
FROM: Melinda Moritz, Public Works Director
SUBJECT: Consider Approval of Amendments to Chapter 13 Utilities and Appendix A, Fee Schedule, Article A11.000 Water and Sewer Fees

PURPOSE

The purpose of this M&C is to consider approval of amendments, additional fees, and the adoption of the Texas Public Utility Commission's rules and regulations to both Chapter 13 Utilities and Appendix A, Fee Schedule, in the water and sewer fees sections.

BACKGROUND

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

Staff identified necessary Capital Improvements for the water utility that include new water wells and associated improvements. The need for two additional water wells and associated improvements was presented to the City Council in July. At the same time, NH Consulting conducted a cost of service and rate design study for the water utility and included the cost of these improvements in their model, with the assumption that new debt would be issued in 2016, with the first payment due in 2017.

The final rate study was presented to City Council in October. There were two revisions recommended by City Council and those have been incorporated.

In addition to the rate study, a revision to Chapter 13 Utilities was performed to include regulations that had been inadvertently taken or left out over a period of years of revisions to the ordinance. The sections have been added back to the ordinance.

FISCAL IMPACT

One of the attached Ordinances outlines the revised fee schedule under Article A11.000 Water and Sewer Fees. The revised water rates will become effective the first day of

the water billing cycle for October 2016, and revised wastewater rates will become effective the first day of the wastewater billing cycle for March 2016.

S.E.E Statement

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

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

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

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE AMENDING THE CITY OF LEON VALLEY CODE OF ORDINANCES PROHIBITING NEW WATER WELLS, REPEALING AND REPLACING ARTICLE 13.03 PRIVATE WATER WELLS, ARTICLE 13.04 WATER SERVICE, AND ARTICLE 13.05 SEWER SERVICE AND REPLACING WITH NEW ARTICLES 13.03, 13.04, AND 13.05.

WHEREAS the City of Leon Valley provides water and sewer services to its residents; and

WHEREAS in order to provide water and sewer service fairly and equally, regulations must be set in place; and

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

1. That the following sections of Article 13 of the City Code be repealed and replaced as follows:

ARTICLE 13.03 PRIVATE WATER WELLS

Sec. 13.03.001 New Water Wells Prohibited; Drilling Permit Required

It shall hereafter be unlawful for any person, association of persons, firm, or corporation to repair, correct, abandon and/or plug a well, or to engage upon such work, within the limits of the City, or to employ anyone else to engage in such work, without first applying for and securing a permit from the City. Such permit may be granted to any person, association of persons, firm or corporation who or which files with the City the application hereinafter provided for, and pays the fee hereinafter required, and complies with all other requirements hereinafter set forth. All permits shall be executed in triplicate, one copy to be delivered to the applicant and two copies to be retained by the City. It shall hereafter be unlawful for a new water well to be drilled within the City limits, with the exception of a local or state government, or for irrigation purposes. The property owner, or his agents or assigns, shall abide by all applicable rules and regulations of the Texas Commission on Environmental Quality and the Edwards Aquifer Authority for the drilling of a new well.

Sec. 13.03.002 Inspection of property prior to drilling

It shall be the duty of the City to cause to be inspected by the city engineer the property where any well is to be drilled, sunk, dug, or bored, and to refuse the issuance of a permit to drill, sink, dig, or bore a well in a place which does not meet the required standards as to drainage and other sanitary conditions.

Sec. 13.03.003 Application for permit

Every application for a permit for the drilling, construction, repair and correction, abandonment and/or plugging of a well shall state the name of the well, and shall state the name and address of the owner thereof; the purpose for which the permit is desired, which shall be one

or more of the acts just mentioned; the definite location of the well or proposed well; its approximate depth; and, if for a permit for the drilling or construction or repair and correction of a water well, the estimated amount of water to be or which is pumped daily, monthly or annually, and the use or uses for which the water will be or is required; if for a permit for the drilling or construction or for the repair and correction of a well, the proposed method of drilling or construction, or the proposed method of repair and correction, and the kind of equipment to be used; and, in all cases, the name of the contractor, if done through a contractor, whom the owner desires to drill or construct, repair and correct, or do the work pursuant to an abandonment of a well in compliance with this article.

Sec. 13.03.004 Exceeding depth specified in permit

It shall be unlawful for any applicant who obtains a permit to construct a well of a certain depth to extend such well to a depth exceeding the depth provided for in such permit without first obtaining an additional permit therefor.

Sec. 13.03.005 Enforcement

(a) The City shall have the power:

- (1) To have made examinations of all wells within the limits of the City, whether privately owned or otherwise;
- (2) To have made at any time the necessary analyses and/or tests of water therefrom;
- (3) To direct City employees go upon the land and property of the owner or owners of wells for that purpose;
- (4) To require the owner or owners to furnish all information requested concerning the wells, including, in the case of new wells, complete logs of the well showing depth to and depth through all geologic formations encountered;
- (5) To supervise the construction, repair, abandonment and plugging of wells and the operation of the same.

(b) The City shall keep a register of all wells within the limits of the City, which shall show the owner, the location and the date of construction of each well, its depth and diameter, the purpose for which the well was constructed and, if abandoned, the date of such abandonment.

(c) All acts authorized to be done by the City may be performed by such persons as may be authorized by the city manager to act for him.

Sec. 13.03.006 Plugging, sealing and casing

(a) Every well hereafter constructed, whether drilled, dug or excavated, shall be securely plugged and sealed or cased in such manner that the waters be confined to the stratum so that no water from one stratum can by reason of the construction of the well come in contact with

waters from another stratum. The casing shall be set in the top of the Edwards Limestone formation from which water is to be taken and shall be cemented in place by a suitable method to be approved by the City, to the end that cement be forced up around the outside of the casing from the bottom of the casing to the surface of the ground so that all waters found in the strata, except that from which water is to be used, shall be sealed off one from the other by the cement, or, if a better method than cementing shall be scientifically developed to accomplish the purpose mentioned, such better method may be prescribed by the City in lieu of cementing. The casing used shall be new or used grade A and of weight per foot not less than the following, or the equivalent thereof:

Size of Casing	Minimum Weight per Foot
7 inch	20 pounds
8 inch	28 pounds
10-3/4 inch	32 pounds
12-1/2 inch	47 pounds
15-1/2 inch O.D.	60 pounds
18 inch O.D.	80 pounds
20 inch O.D.	89 pounds

(b) The casing shall be mechanically continuous from the point of setting in the bottom of the well to a point not less than 12 inches above ground level and shall be so installed as to make impossible any leakage as against any pressure which may be encountered.

(c) If the casing is of two or more diameter sizes, the different sizes shall be connected with threaded nipples or be sealed with rubber, cement, or lead, or by some other manner satisfactory to the City.

Sec. 13.03.007 Defective wells

Every well, whether dug or drilled, now constructed or which may hereafter be constructed, which for any reason does not completely prevent the mixing of water or other liquid from above and below the source of the City's water supply with the water in the source of the City's water supply, or which for any reason would tend to pollute or contaminate any other well or the water in the source of the City's water supply, shall be considered a defective well, and the City may have caused an examination to be made of any well suspected of being defective, and if said examination indicates, in the opinion of the city engineer, that the well is a probable source of contamination of the City water supply or any other well, or that the water from said well is unsafe for human consumption, shall issue written instructions to the owner or his agent in charge of such well or the property upon which it is situated, for correcting the defects to comply with the provisions of this code, and prescribe a time which, in his judgment, under all circumstances, is reasonable and within which such instructions shall be complied with. It shall be unlawful for the owner or owners or operators of such defective well to fail to comply with such instructions within the time limit prescribed by the City.

Sec. 13.03.008 Abandoned wells

- (a) For the purpose of this article, an abandoned well is:
- (1) A defective well which, in the judgment of the city engineer, cannot be corrected to comply with the requirements of this article; or
 - (2) A well which has been continuously out of use for a period of two years or longer.
- (b) Whenever any well has not been in active use for more than two years, the owner or operator of the same shall report said fact to the City. Every abandoned well shall be filled and plugged with such materials and in such manner as, in the judgment of the city engineer, will prevent the pollution and contamination of the City's water supply or the contamination of any other well within the limits of the City. Such filling and plugging shall be done under the supervision of the city engineer, and at the expense of the owner of such well. Whenever the City shall receive notice from any source of the existence of an abandoned well which has not been plugged and filled in accordance with the provisions of this article, the City shall notify the owner or agent in charge of said well, or of the property upon which it is situated, that such well is abandoned and shall instruct the owner or agent in charge to fill and plug such well in accordance with this article, and the owner or operator of such well shall comply with such order within sixty days after the date of same. Should the owner or agent in charge fail to so comply within such period, or if, after using reasonable diligence, should the City fail to locate the owner or agent in charge of such well, or of the property upon which the well is situated, the City representatives may go on the land or property upon which the well is situated and fill and plug same in the manner required by this article. Whenever it becomes necessary for the City to have filled and plugged any abandoned well, the owner or agent in charge thereof shall be liable to the City for the cost of doing such and shall pay the same upon demand.

Sec. 13.03.009 Nuisances

Any well or other opening now constructed, or which may hereafter be constructed, penetrating the underground water supply and which pollutes any other well, or the City's water supply, is hereby declared a nuisance, and on notice to the owner of such well, or to the operator thereof, or to his agent in charge of the well, or of the property on which it is situated, issued by the City, said nuisance shall be abated by the owner within ten (10) days from date of such notice by filling and plugging the well or opening in the manner provided for in this article for abandoned wells, and if he shall fail to abate such nuisance within said time, or if, after exercising reasonable diligence, the City is unable to locate the owner or his agent, the City shall have the right to authorize a representative to go on the land or property upon which the well is situated and abate said nuisance in the manner provided, and the owner thereof shall be liable to the City for the cost of such work and shall pay the same upon demand.

Sec. 13.03.010 Minimum depth and size

It shall be unlawful for any person, association of persons, firm or corporation to drill or otherwise construct within the limits of the City any water well or any other well to a depth of less than one hundred feet into the Edwards Limestone formation, and such well must be

cased with a steel casing as heretofore provided of an inside diameter of not less than eight inches so that such well may be properly cleaned for sanitary and health measures and be large enough for sanitary examination.

ARTICLE 13.04 WATER SERVICE

Sec. 13.04.001 Franchise required for supplying water

It shall be unlawful for any person, association of persons, firm or corporation, except as may now exist, to supply water to any other lot or lots for any purpose whatsoever, regardless of ownership, whether or not they own the lot to be supplied, in the City, unless such person, association of persons, firm or corporation shall have a written contract with the City to supply water to its inhabitants. Except as otherwise authorized by this Chapter, all persons within the City limits of the City of Leon Valley must be connected to either the City of Leon Valley water system or the San Antonio Water System. All new water service connections shall be made to the City of Leon Valley water system, unless connection to the San Antonio Water System is deemed more suitable by the City Engineer. This section does not apply to the retail sale of water, or to property being serviced by operational private water well at the time of adoption of this Chapter.

Sec. 13.04.002 Certificate of Occupancy required prior to furnishing service

It shall be unlawful for any owner, officer, manager, agent, servant, or employee of any public utility or other supplier of water and water service to the public to hereafter supply water to or provide water service for any person, firm or corporation within the City upon proof first furnished in writing by said person, firm or corporation of the issuance to him, or it, in each case, of a certificate or permit of occupancy and compliance under the provisions of this code, respecting the premises for which water and water service is sought.

Sec. 13.04.003 Monthly Use Charge

Monthly use charges for water, water service, water supply, Edwards Aquifer Conservation Plan, meter and other connection equipment and supplies, shall apply as adopted in Appendix A Fees of the City Code.

Sec. 13.04.004 Deposit Required

A monetary deposit is required to establish water service. Fees for this deposit are as adopted in Appendix A of the City Code. The deposit is based upon the size of meter (s) being installed or used. Additional deposit charges may be incurred should water service be disconnected for non-payment. Active military personnel and customers that provide a letter of credit from a previous water company confirming a payment history of no late payments for the preceding twenty four billing periods may be granted a deposit waiver.

Sec. 13.04.005 Responsibility for Payment

The owner, renter, agent, firm, or corporation being supplied water service is responsible for payment of all water system charges as adopted in Appendix A of the City Code. Failure to pay these charges may result in disconnection of service and additional penalties.

Sec. 13.04.006 Water Service Disconnection

The water service customer is responsible for making all timely water service payments. Unpaid delinquent charges are subject to penalties as prescribed by the City. Utility service may be discontinued due to nonpayment. When service to an existing connection has been suspended, the City will not re-establish service unless and until a signed Contract for Water and Sewer Service has been received. The City may require an additional deposit of a sum, sufficient to the City, to ensure payment of final charges. Water service may also be disconnected for failure to obtain annual inspection of, repairs to, or maintenance of any required air-gap or backflow prevention device, or for failure to comply with the Plumbing Code as adopted by the city.

Sec. 13.04.007 Access to Property

The owner, renter, agent, firm or corporation responsible for payment of the water service grants to the City access to the property on which the meter is placed, at all reasonable times for the purpose of inspecting, repairing, removing, or exchanging of City equipment, and for the purpose of detecting water leaks. The owner, renter, agent, firm or corporation will promptly abate any violation of City regulations discovered by such inspections. The City may suspend utility service until repairs to water leaks and/or sewer overflows are made.

Sec. 13.04.008 Restricted Access to City Equipment

The owner, renter, agent, firm or corporation responsible for water service to a property will not permit anyone except City employees to operate, tamper with, attempt to repair, or in any way interfere with any City-owned equipment installed on the premises, and agrees to be legally responsible for damages to any City equipment.

Sec. 13.04.009 Water Line Responsibilities

The City is responsible for repairs to meters and related City owned water lines and mains. The owner, renter, agent, firm or corporation is responsible for repairs and maintenance to privately owned water lines from the meter to the interior of the private property and any structures. The customer is responsible for the protection and care of the water meter and water meter box which provides service to his property and further shall pay for any damages to these facilities. The customer is required to supply a suitable main water supply shut off valve to be placed in the line from the meter to the property. The shut off valve shall be located on the private water supply line.

Sec. 13.04.010 Interruption of Service

The owner, renter, agent, firm or corporation responsible for water service will agree to hold the City harmless for any interrupted or diminished water service due to water system repairs or due to the effects of drought management practices.

Sec. 13.04.011 Water Supply Safety

The City is responsible for assuring reasonable protection of the water supply from contamination or pollution from improper plumbing practices. All installation and repairs to a water supply shall be performed by a state licensed plumber and all work performed shall be inspected by the City Building Official or Plumbing Inspector. There shall be no direct connection between the public water supply and any potential source of water contamination. Potential sources of contamination shall be isolated from the public water supply system by the installation of an air gap or reduced pressure zone backflow prevention device. Such devices are to be inspected by a licensed plumber or licensed backflow prevention servicer annually. The customer is responsible for the installation, inspection, testing, repairs, and maintenance of such devices. No cross connection between the public water supply and a private water system is permitted. Any potential threat by cross connection shall be eliminated at the service connection by the installation of an air gap or reduced pressure zone backflow prevention device. No connection which allows water to be returned to the public water supply is permitted. No pipe or pipe fitting which contains more than 0.2% lead may be used for the installation or repair of plumbing at any connection which provides water for human use.

Sec. 13.04.012 Meter Regulations

Except as herein provided, all water shall be furnished on a metered basis and a separate meter shall be installed for each family dwelling, business establishment, or property served with water. There shall be no dual connections or more than one user on a single meter, with the exception of apartments. Apartment complexes will be metered per building, with the exception of landscape watering meters. A separate meter may be requested and installed for landscape watering purposes.

Sec.13.04.013 Rates Equal and Uniform

No free or reduced rate service shall be allowed and all water service connections shall be charged at rates as adopted by the City.

Sec. 13.04.014 Bulk Water

Temporary bulk water meters are allowed as a part of new construction or for short term water service purposes. Bulk water meter permits are required and fees for bulk meter deposits and bulk water are as adopted by City code.

ARTICLE 13.05 SEWERS

Sec. 13.05.001 Connection

(a) **Required.** Every residence, place of business, or other building or place where persons reside, congregate, or are employed, which abuts a street in which there is a public sanitary sewer, or the lot or tract of land which is at any point within three hundred feet (300') of a public sanitary sewer, within the City, shall be connected to the sewer, by the owner or agent of the premises, in the most direct manner possible, and with a separate connection for each home, building or place. Neither the building inspector nor any City official shall ever issue a building permit or a certificate of compliance and occupancy (whether on new construction or existing construction) as required under this code unless there has been full compliance with this provision, which is hereby declared to be necessary for the public health.

(b) **Permit.** A permit fee shall be charged for connection of the plumbing fixtures of any house, residence, structure or building equipped with one or more plumbing fixtures to any sewer line or pipe connected with or destined to be connected with the sanitary system of any franchisee of this City or to the sewer system of the City of San Antonio, and connection of such fixtures, without first paying said fee and obtaining such permit is hereby declared to be an offense.

(c) **Penalty.** The connection of any plumbing fixture in any building to a sanitary sewer line in the City connected to any franchisee of this City or to the sewer system of the City of San Antonio without first paying said fee and obtaining such permit is hereby declared to be an offense

Sec. 13.05.002 Monthly use charge

A monthly charge is hereby made against each and every user of sewer service in the City under the sewer service contract with the City of San Antonio.

Sec. 13.05.003 Permit for discharging waste through manhole or other opening

It shall be unlawful for any person or company to discharge, or to permit or bring about the discharge, of any liquid or substance whatever into any part of the sanitary sewer system of the City through a manhole opening, storm drain, or otherwise, without having first secured a written permit from the City for the specific discharges made. The City shall only issue such permits after the applicant has submitted a written application therefor describing in detail the discharges desired to be made: the substances, quantities, dates, times, places, and means. In addition, the applicant must submit to the City proof in writing that the applicant has the permission of the regional sewer authority, the City of San Antonio, to make the requested discharges. All permits otherwise issued are void and discharges made pursuant thereto shall constitute violations hereof.”

2. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict.

3. This ordinance shall become effective upon adoption, and with publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 15th day of December, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney

Proposed

AN ORDINANCE AMENDING THE CITY OF LEON VALLEY CODE OF ORDINANCES APPENDIX A, FEE SCHEDULE, ARTICLE A11.000 WATER AND SEWER FEES SECTION A11.001 (A), (C), (D), (G), (H), (J), (L 1,4) AND ADDING (M) CONNECTION/DISCONNECTION FEE; SECTION (N) LATE FEE; SECTION (O) RETURNED CHECK FEE; SECTION (P) METER PLUG AND REMOVAL FEE; (Q) TEXAS COMMISSION ON ENVIRONMENTAL QUALITY PUBLIC HEALTH SERVICE FEE, (R) ADOPTING THE TEXAS ADMINISTRATIVE CODE, TITLE 16, PART II, CHAPTER 24, PROVIDING AN EFFECTIVE DATE OF THE FIRST DAY OF THE BILLING CYCLE FOR OCTOBER 2016 FOR WATER RATES, AND AN EFFECTIVE DATE OF THE FIRST DAY OF THE WATER BILLING CYCLE FOR MARCH 2016 FOR WASTEWATER RATES WITH PUBLICATION, AS REQUIRED BY LAW, AND PROVIDING A CONFLICTS PROVISION.

WHEREAS the City of Leon Valley provides water and sewer services to its residents; and

WHEREAS the water system is in need of several capital improvements in order to continue providing water service to these citizens, and sewer rates paid to the San Antonio Water System have increased, thereby causing the City of Leon Valley to also increase the sewer rates; and

WHEREAS increasing the water and sewer rates will assure funding is available to adequately provide the capital improvements and pay for sewer treatment;

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

1. That Section A11.001 “Generally” be amended as follows:

- (a) Monthly water rates and charges, all customers residential or nonresidential. The rates set forth below are hereby established and shall be charged for water provided for monthly billings effective with the October 2016 billing period and thereafter, and after publication as required by law:

(1) Monthly Meter Charge:

Meter Size	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Residential 5/8"	\$9.36	\$9.36	\$11.20	\$11.48	\$11.76
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08
1"	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06
1 1/2"	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72
2"	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28
3"	\$74.42	\$74.42	\$123.25	\$126.29	\$129.41
4"	\$147.26	\$147.26	\$156.86	\$160.73	\$164.71
8"	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73

(2) Monthly Volumetric Rate (per thousand gallons):

Commercial

	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
0 - 748,100	\$1.68	\$1.68	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50

Residential/Irrigation

	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
0 – 2,500	\$1.08	\$1.08	\$3.18	\$3.37	\$3.56
2,501 – 5,985	\$1.08	\$1.08	\$4.68	\$4.87	\$5.06
5,986 – 12,717	\$2.00	\$2.00	\$6.18	\$6.37	\$6.56
12,718 – 17,205	\$2.95	\$2.95	\$7.68	\$7.87	\$8.06
Above 17,205	\$3.77	\$3.77	\$9.18	\$9.37	\$9.56

(c) Monthly residential and nonresidential sewer service rates. The rates set forth below are hereby established and shall be charged for monthly sewer service provided effective with the March 2016 billing period and after publication as required by law:

(1) Monthly sewer service rates, residential and nonresidential:

	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Minimum Bill	\$14.36	\$15.08	\$15.08	\$15.08	\$15.08
Residential (Gallons Included in Minimum Bill)	4,488	3,000	2,000	1,000	1,000
Nonresidential (Gallons Included in Minimum Bill)	2,244	1,500	1,000	500	500
Volumetric Rate	\$5.59	\$5.83	\$5.92	\$6.06	\$6.24

(d) Methods for adjusting monthly residential sewer charges.

(1) Final billings: As to all final billings, either the “winter average” monthly sanitary sewer service charge, or the “interim average” monthly sanitary sewer service charge, or the “unmetered residential charge,” whichever is in effect at the termination of service for residential customers, will be the basis for final charge at a pro-rated amount of the total charges in excess of the monthly minimum divided by 30 days for each day connected to the system, plus the minimum monthly charge.

(2) New customers who have not established a monthly sanitary service charge within the service area during the preceding six months:

(a) New customers that move into the service area who have not established a winter average shall be charged the system sewer system average.

(b) New customers that move into the service area after the first day of a billing period and before the last day of the billing period will be billed for the

system winter average volume at a pro-rated amount of the total charges in excess of the monthly minimum divided by 30 days for each day connected to the system, plus the minimum monthly charge.

(g) Edwards Aquifer Authority fee: All customers shall be charged the following additional fee based on the meter consumption per month: \$0.62/1,000 gallons.

(h) Water supply fee: All customers shall be charged the following additional fee based on their meter consumption per month: \$.50/1,000

(j) Service deposit (refundable): Residential and Commercial:

Meter Size	Deposit Amount
Residential 5/8"	\$70.00
Commercial 5/8"	\$70.00
Residential 3/4"	\$70.00
Commercial 3/4"	\$70.00
1"	\$100.00
1 1/2"	\$170.00
2"	\$500.00
3"	\$770.00
4"	\$1,010.00
8"	\$1,520.00
10"	\$2,420.00

(l) Sewer service impact fees:

- (1) Fee for sewer trench permit: \$45.00
- (4) Connection fee: \$125.00/connection all sizes.

(m) Connection/Disconnection fee: \$30.00

(n) Late fee: 10%

(o) Returned check fee: \$25.00

(p) Meter plug, removal, and re-installment fee: \$75.00

(q) Texas Commission on Environmental Quality (TCEQ) Public Health Service Fee: \$0.20 per month for each City Water Connection.

(r) The City of Leon Valley adopts the rules and regulations as stated in the Texas Administrative Code, Title 16, Part II, Chapter 24. Substantive Rule Applicable to Water and Sewer Service Providers.

2. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict. All provisions, sections and sub-sections set forth in Article 13.03 not revised or amended herein shall remain in effect.

3. This ordinance shall become effective upon adoption for the first day of the waste water billing cycle for March 2016, and the first day of the water billing cycle for October 2016, and with publication as required by law.

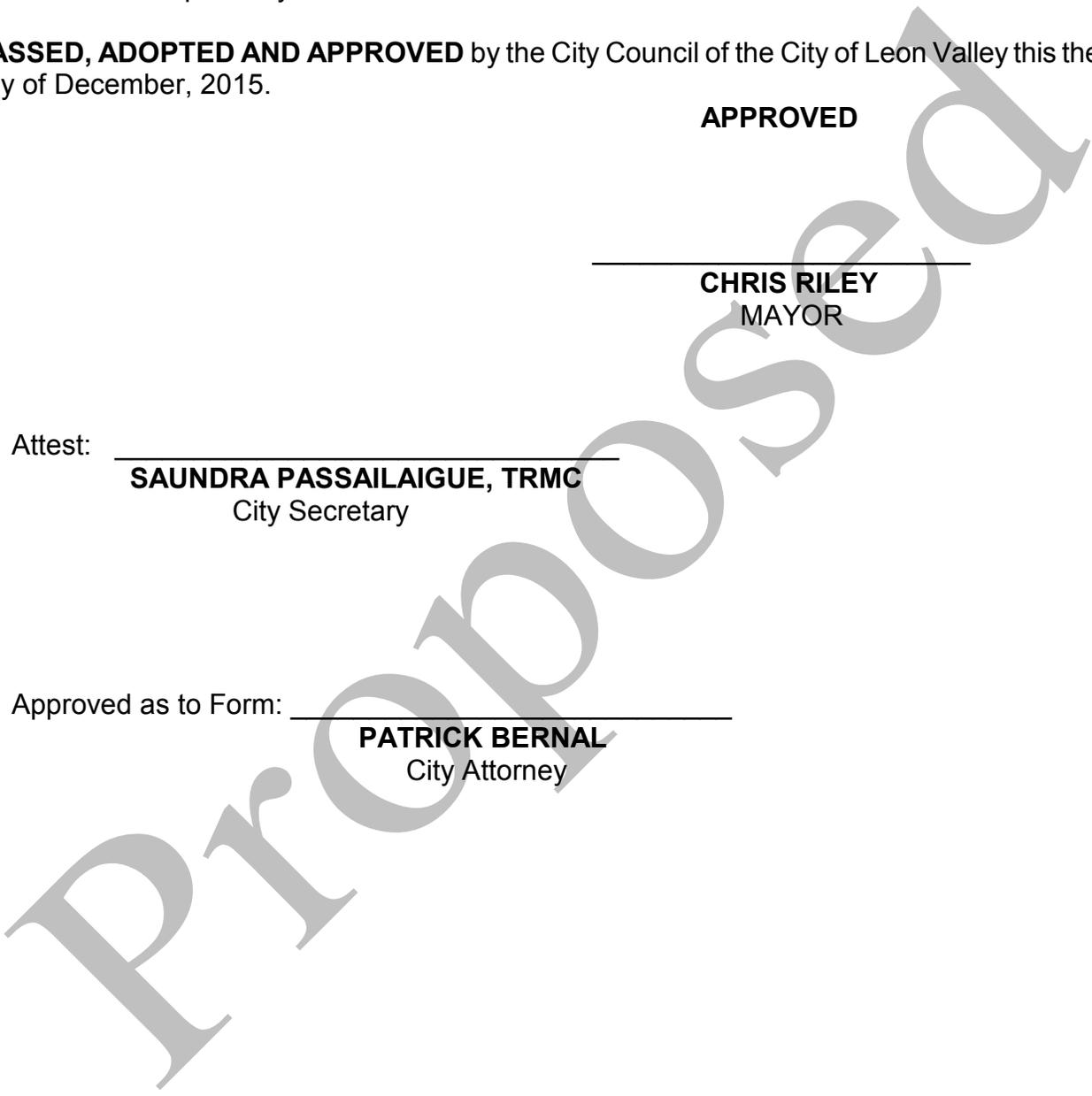
PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 15th day of December, 2015.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
PATRICK BERNAL
City Attorney



Ordinances Amending Chapter 13 Utilities and Appendix A, Fee Schedule, Article A11.000 Water and Sewer Fees

City Council Meeting
December 15, 2015

Purpose

- To consider approval of amendments, additional fees, and the adoption of the Texas Public Utility Commission's rules and regulations to both Chapter 13 Utilities and Appendix A, Fee Schedule – Water and Sewer Fees Section
- Code concerning utilities needs updating
- The water system is in need of several capital improvements in order to continue providing water service to citizens
 - New wells
 - SAWS wastewater rate increase
- A rate design and cost of services study of the water utility was recently completed

Chapter 13 Utilities

- Chapter 13 Utilities revised to include regulations that had been inadvertently left out in numerous amendments to code:
 - Prohibition of new water wells
 - Remove reference to City Secretary issuing permits
 - Include monthly use charge, deposit required, responsibility for payment, water service disconnection, access to property, no tampering, interruption of service, water supply safety, meter regulations, rates to be equal and uniform, and bulk water permission

Appendix A - Fees

Amendments to Appendix A Fees include:

1. Monthly Meter Charge

Meter Size	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Residential 5/8"	\$9.36	\$9.36	\$11.20	\$11.48	\$11.76
Commercial 5/8"	\$12.30	\$12.30	\$12.30	\$12.30	\$12.30
Residential 3/4"	\$13.39	\$13.39	\$13.39	\$13.39	\$13.39
Commercial 3/4"	\$15.08	\$15.08	\$15.08	\$15.08	\$15.08
1"	\$19.06	\$19.06	\$19.06	\$19.06	\$19.06
1 1/2"	\$30.72	\$30.72	\$30.72	\$30.72	\$30.72
2"	\$45.28	\$45.28	\$45.28	\$45.28	\$45.28
3"	\$74.42	\$74.42	\$123.25	\$126.29	\$129.41
4"	\$147.26	\$147.26	\$156.86	\$160.73	\$164.71
8"	\$616.73	\$616.73	\$616.73	\$616.73	\$616.73

Appendix A Fees

Monthly Volumetric Rate (per thousand gallons)

Residential / Irrigation

	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
0 – 2,500	\$1.08	\$1.08	\$3.18	\$3.37	\$3.56
2,501 – 5,985	\$1.08	\$1.08	\$4.68	\$4.87	\$5.06
5,986 – 12,717	\$2.00	\$2.00	\$6.18	\$6.37	\$6.56
12,718 – 17,205	\$2.95	\$2.95	\$7.68	\$7.87	\$8.06
Above 17,205	\$3.77	\$3.77	\$9.18	\$9.37	\$9.56

Commercial

	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
0 - 748,100	\$1.68	\$1.68	\$2.35	\$2.42	\$2.50
Above 748,100	\$1.96	\$1.96	\$2.35	\$2.42	\$2.50

Appendix A Fees

2 and 3. Monthly Sewer Service Rates - Residential and Nonresidential

	Current	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Minimum Bill	\$14.36	\$15.08	\$15.08	\$15.08	\$15.08
Residential (Gallons Included in Minimum Bill)	4,488	3,000	2,000	1,000	1,000
Commercial (Gallons Included in Minimum Bill)	2,244	1,500	1,000	500	500
Volumetric Rate	\$5.59	\$5.83	\$5.92	\$6.06	\$6.24

Appendix A - Fees

4. Edwards Aquifer Authority Fee – based on meter consumption per month: \$0.62/1,000 gallons
5. Water Supply Fee – based on meter consumption per month: \$.50/1,000

Appendix A - Fees

6. Service Deposit (refundable):

Meter Size	Deposit Amount
Residential 5/8"	\$70.00
Commercial 5/8"	\$70.00
Residential 3/4"	\$70.00
Commercial 3/4"	\$70.00
1"	\$100.00
1 1/2"	\$170.00
2"	\$500.00
3"	\$770.00
4"	\$1,010.00
6"	\$1,250.00
8"	\$1,520.00
10"	\$2,420.00

Appendix A - Fees

7. Sewer service impact fees:

Fee for sewer trench permit: \$45.00

Connection fee: \$125.00/connection

8. Disconnect/reconnect fee: \$30.00

9. Late Fee: 10%

10. Returned check fee: \$25.00

11. Meter plug removal and replacement fee: \$75.00

12. TCEQ Public Health Service Fee: \$0.20/month

13. CoLV adopts the Texas Public Utility Commission's regulations per TAC, Title 16, Part II, Ch. 24

Recommendation

- Recommend approval of these Amendments and additional fees to Chapter 13 Utilities and Appendix A, Fee Schedule, Article A11.000 Water and Sewer Fees Section

S.E.E. Statement

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

Ordinances Amending Chapter 13 Utilities and Appendix A, Fee Schedule, Article A11.000 Water and Sewer Fees

City Council Meeting
December 15, 2015

MAYOR AND COUNCIL COMMUNICATION**M&C #2015-12-15-06**

DATE: December 15, 2016
TO: Mayor and City Council
FROM: Melinda Moritz, Director of Public Works
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Discussion – Linkwood Addition Sidewalks

PURPOSE

To discuss the completion of sidewalks in the Linkwood Addition subdivision.

The Linkwood Addition subdivision was platted in 1956. At that time, there was no City provision that sidewalks be installed by the owners of each property. When the Subdivision Code was changed in 1972 to include this requirement, the Code specifically exempted all properties that were platted before July of 1968. In 2006, the Code was changed to require that all conditions of the Subdivision Code would be met by owners of the developed lots, once a certain building permit cumulative valuation was reached, as follows:

“(h) Permits for existing buildings or properties that exist in a platted subdivision lot not fully conforming to the standards and requirements of this section 10.02.151, may be issued until the cumulative value of the permitted work reaches \$5,000.00; then the prohibition regarding the issuance of permits provided for in section 10.02.151(b) of this code shall apply. (Ordinance 06-046, sec. 1, adopted 10/3/06)”

This means that while property owners of the rest of the vacant properties will be required to install sidewalks upon development of their lots, the owners of developed lots that seek building permits will eventually be required to install them as well. This could take years and keep in mind that Linkwood is approximately $\frac{3}{4}$ built out.

The areas that have not been addressed that are the responsibility of the City are the alley crossings. Each alley crossing is unique due to slope and obstacles; therefore construction plans will have to be developed for each individual area, in order to develop accurate cost estimates. There are 20 approximately alley crossings and several sections of sidewalks that need to be reconfigured.

FISCAL IMPACT

Unknown at this time.

RECOMMENDATION

- 1) Consider this project as a Capital Improvement in the FY 2018 budget.
- 2) Other

S.E.E. IMPACT STATEMENT

Social Equity – Providing the citizens with updated facilities adds to enjoyment of life by all citizens.

Economic Development – This will ensure that all citizens are able to get to businesses by bus and sidewalk.

Environmental Stewardship – Providing continuous sidewalks may reduce the use of vehicles, thus reducing vehicular pollutants, by allowing people to more easily walk to their destinations.

APPROVED: _____

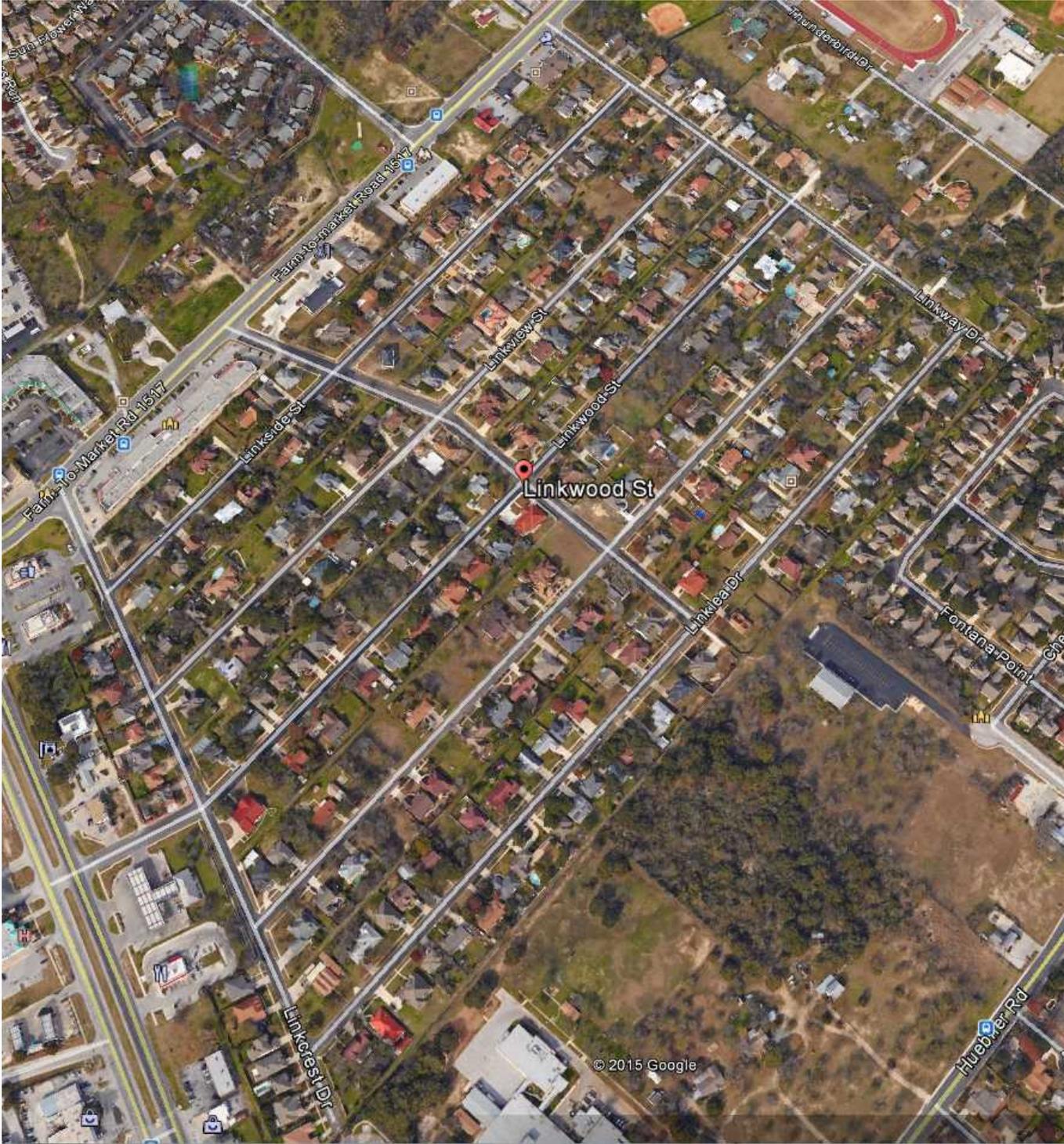
DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAGUE, TRMC
City Secretary

Linkwood Addition Sidewalks



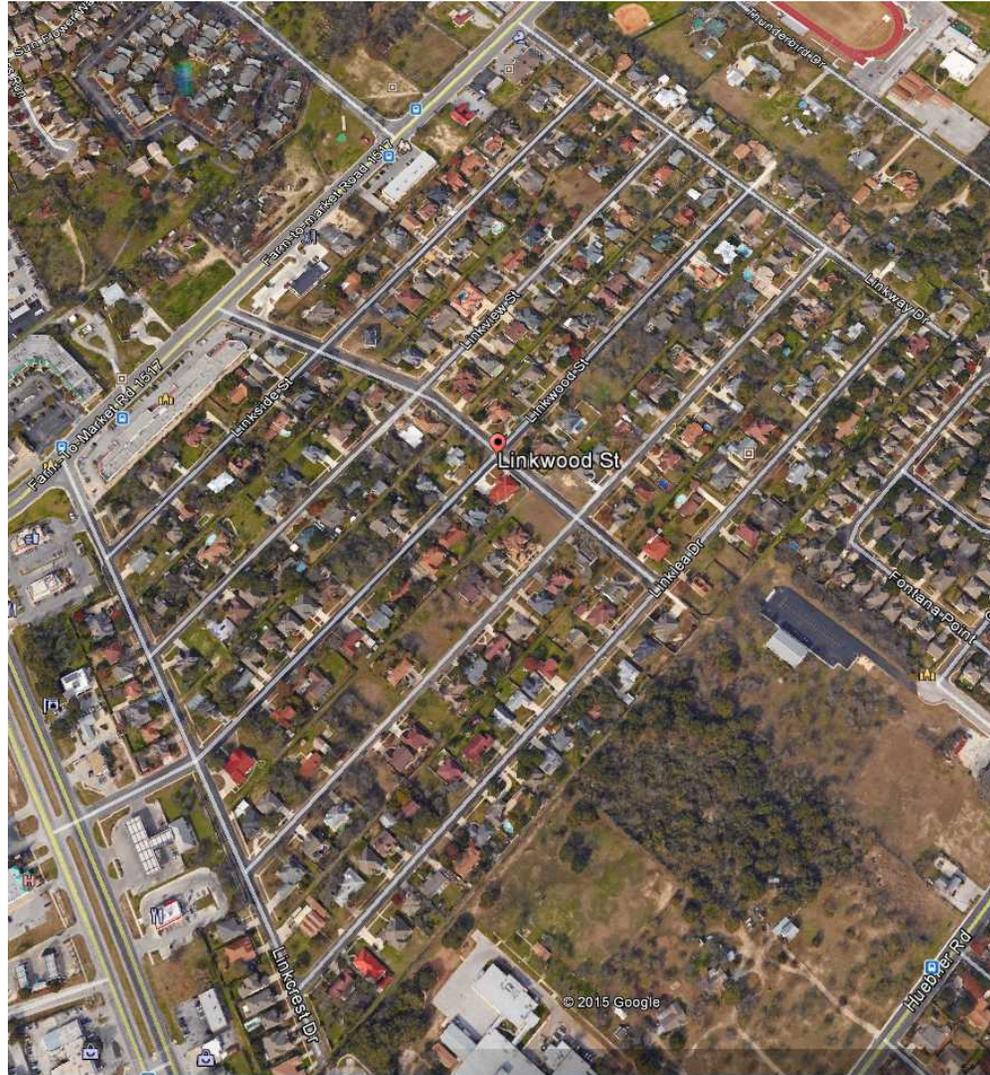
Linkwood Addition Sidewalks

City Council Meeting
December 15, 2015

Purpose

- To discuss the completion of sidewalks in the Linkwood Addition subdivision

Aerial View – Linkwood Addition



Background

- Linkwood Addition subdivision platted in 1956
- No provision in Subdivision Code to demand installation of sidewalks on each property
- Subdivision Code changed in 1972 to include requirement, but Code specifically exempted properties platted before July 1968
- In 2006, Code changed to require that all conditions of Code to be met by owners of developed lots, once a certain building permit cumulative value was reached, as follows:
 - “(h) Permits for existing buildings or properties that exist in a platted subdivision lot not fully conforming to the standards and requirements of this section 10.02.151, may be issued until the cumulative value of the permitted work reaches \$5,000.00; then the prohibition regarding the issuance of permits provided for in section 10.02.151(b) of this code shall apply. (Ordinance 06-046, sec. 1, adopted 10/3/06)”

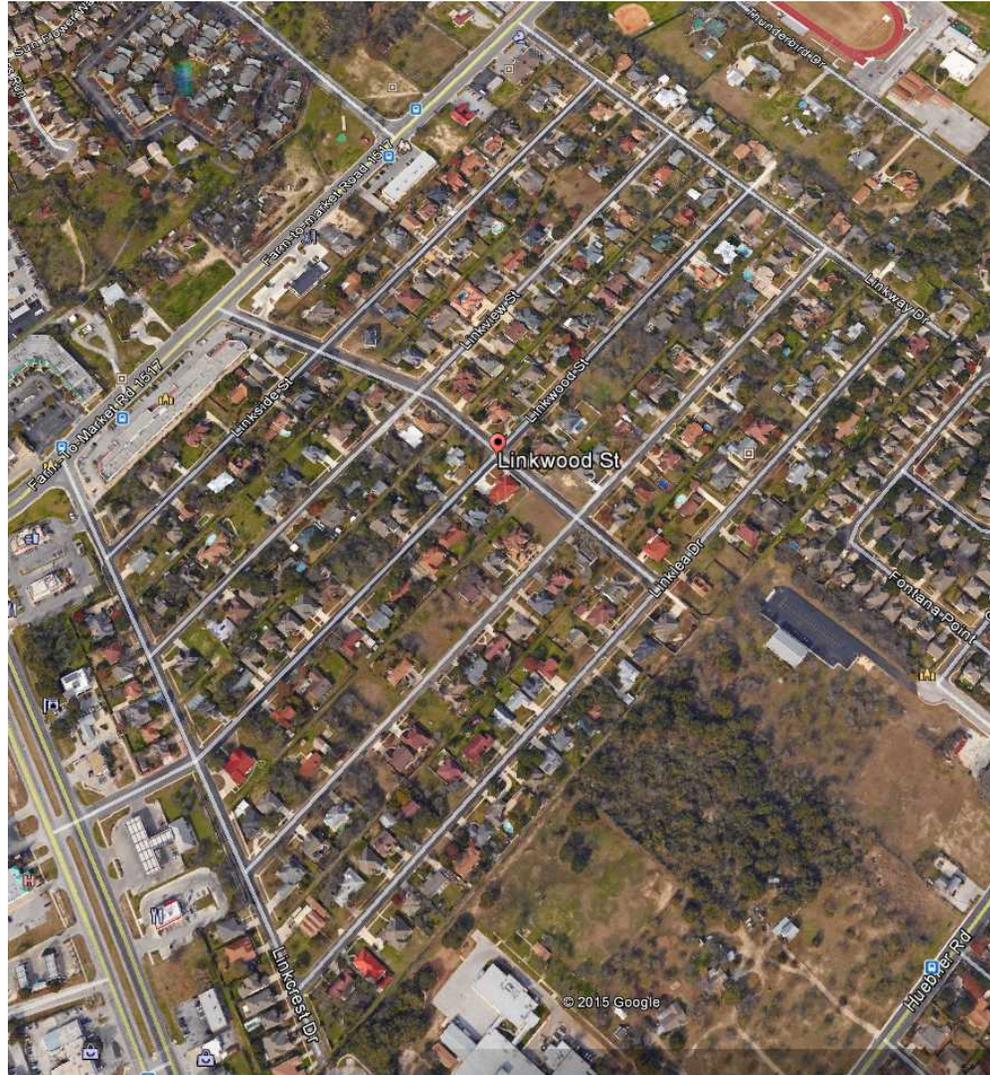
Background

- Result:
 - Property owners of remaining vacant lots required to install sidewalks when being developed
 - Owners of developed lots obtaining building permits will eventually be required to install them as well
 - This could take years
 - Linkwood is approximately $\frac{3}{4}$ built out

Background

- Areas not being addressed are alley crossings
 - Owned by City
- Each alley crossing is unique; due to slope, obstacles
- Construction plans will have to be developed for each individual crossing, in order to develop accurate cost estimates
- There are approximately 20 alley crossings
 - Several sections of sidewalks that need to be reconfigured, as well

Aerial View – Linkwood Addition



Fiscal Impact

- Unknown at this time

Recommendation

- Consider this project as a Capital Improvement in the FY 2018 budget
- Other

S.E.E. IMPACT STATEMENT

- Social Equity – Providing the citizens with updated facilities adds to enjoyment of life by all citizens
- Economic Development – This will ensure that all citizens are able to get to businesses by bus and sidewalk
- Environmental Stewardship – Providing continuous sidewalks may reduce the use of vehicles, thus reducing vehicular pollutants, by allowing people to more easily walk to their destinations

Linkwood Addition Sidewalks

City Council Meeting
December 15, 2015

MAYOR AND COUNCIL COMMUNICATION

M&C # 2015-12-15-07

DATE: December 15, 2015
TO: Mayor and Council
FROM: Randall Wallace, Chief of Police
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Presentation of the Reserve Officer Body Armor Purchase Policy from the Police Department; and approval of Ordinance No. 15-036, a Budget Adjustment related to purchase Body Armor in accordance with our policy

PURPOSE

The City Council requested that the purchase of body armor for Police Officers be extended to our Reserve Officers.

The Reserves will follow the same policy for wearing the vest as the Regular Officers.

In order to assist our Reserve Officers, the City of Leon Valley will establish a procedure to either reimburse the Reserve Officer for the purchase of the vest, over a five year period, or will purchase the vest outright for the Reserve Officers.

A Reserve Officer shall have one year of appointment to his position to purchase body armor. Upon completion of each and every year of satisfactory service, up to five years, the Reserve will be reimbursed 1/5 of the purchase price of the vest, minus sales tax.

If, after the purchase price of the initial vest purchase, the Reserve Officer is still a volunteer for the City of Leon Valley, each and every subsequent vest will be purchased by the City of Leon Valley.

SEE LEON VALLEY

Social – To provide our volunteers with the necessary tools to perform the functions of their job while giving them the most protection we can.

Economic – N/A

Environmental – N/A

FISCAL IMPACT

Purchase body armor for 3 Reserves who have completed 5+years of service \$2,367

The funding will come from the Police Forfeiture Fund

STRATEGIC GOALS

The approval of this agreement will directly impact Strategic Goal Number 7, "Pursue Revenue Enhancements to Enhance City Operations". By utilizing forfeiture funds to purchase equipment for the Police Department the financial burden is not placed within the General Fund.

RECOMMENDATION

Approve the policy and purchase as presented.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Leon Valley Police Department
Reserve Officer Body Armor Policy

A. Purpose

The purpose of this policy is to provide law enforcement officers with guidelines for the proper use and care of body armor.

B. Policy

The Leon Valley Police Department believes that the safety of its officers is a priority. Therefore, the department will provide a procedure that will allow for the purchase of body armor by our Reserve Officers. Officers will be required to wear their body armor within the guidelines of this policy.

C. Procedure

1. All uniformed patrol officers will wear body armor. The body armor is to be considered part of the uniform and must be worn when the uniform is worn, both off and on duty.
2. All officers will wear body armor under the following circumstances
 - a. when the officer intends to serve a search or arrest warrant: or,
 - b. when the officer anticipates becoming involved in a potentially confrontational situation.
3. Supervisor Requirement
 - a. Supervisors will ensure that officers under their control are wearing their body armor.
 - b. Supervisors will ensure that officers under their control notify them six months prior to the expiration of the vest certification, or in the event the body armor requires replacement due to damage or normal wear. The carriers for the department issued body armor have a one-year warranty.
4. Exceptions to the wearing of body armor by an officer are;
 - a. When physical condition prevent the comfortable wearing of body armor. This condition will require a doctor's excuse to be provided.
5. Inspections of body armor
 - a. Supervisors shall be responsible for ensuring that body armor is worn and maintained as required by this policy by a periodic inspection of their officer's body armor.
 - b. There shall be an annual inspection of all body armor for fit, cleanliness, signs of damage, abuse, and wear.

6. Care and maintenance of body armor
 - a. Each officer is responsible for the proper storage of his/her body armor in accordance with manufacturer's warranty.
 - b. Each officer is responsible for daily inspection of his/her body armor for signs of damage.
 - c. Each officer is responsible for the cleaning of his/her body armor in accordance with the manufacture's instructions
 - d. Each officer is responsible for reporting any damage or excessive wear to their supervisor.

D. Purchase Procedure

1. When a Reserve Officer is commissioned with the City of Leon Valley they have one year to purchase body armor from our approved vendor. The body armor purchase must be the same as those purchased for the Regular Officers.
2. The Reserve Officer shall complete the attached form (Reserve Officer Body Armor Authorization) and have this signed off by the Reserve Coordinator. The form shall have the receipt for the purchase attached. The Reserve Officer shall maintain custody of this form so that it can presented in the subsequent years.
3. At the completion of one year of satisfactory service to the City of Leon Valley, the Reserve Officer shall submit the form to the Reserve Coordinator. The Reserve Coordinator will certify the satisfactory service and submit a copy of the form to the Records Clerk for the reimbursement of 1/5 of the purchase price of the vest, minus sales tax. This procedure will be repeated each year until the vest has achieved its life expectancy (five years).
 - a. Satisfactory Service within the first year shall be defined as obtaining B driver status, the completion of all mandatory rides, and the working of at least 75% of our required functions (4th of July, National Night Out, etc.)
 - b. Satisfactory Service for the second year shall be completion of the Reserve FTO program, obtaining A driver status, the completion of all mandatory rides, and the working of at least 75% of our required functions (4th of July, National Night Out, etc.)
 - c. Satisfactory Service for the third and subsequent years will be defined as the completion of all mandatory rides, and the working of at least 75% of our required functions (4th of July, National Night Out, etc.)
 - d. Failure to satisfactorily complete the service requirements will also lead to dismissal from the program.
4. When the expiration of the vest certification occurs and the Reserve Officer has satisfactorily completed the requirements set forth above, the City of Leon Valley will purchase the next and subsequent vests for the Reserve Officer. The Reserve Officer shall get with the Reserve Coordinator to initiate the purchase program.

Reserve Officer Body Armor Authorization

Name _____

Badge Number _____

Date of Vest Purchase _____

I certify that I have purchased body armor for my use as a Reserve Officer with the City of Leon Valley (see attached receipt). I also certify that I have read the Reserve Officer Body Armor Policy and understand the requirements I need to satisfy in order to have the purchase price of the body armor reimbursed. I understand that the reimbursement will happen every year I satisfactorily complete service with the City of Leon Valley and that I will be reimbursed 1/5 of the purchase price, minus sales tax, each year for five years.

I understand that this reimbursement policy is only for body armor purchased during my tenure as a Leon Valley Reserve Officer. A vest purchased prior to my being commissioned with the City of Leon Valley is ineligible for reimbursement.

I also understand that if I fail to complete any year with satisfactory service, I will not be reimbursed for the purchase price of the vest and will be dismissed from the Reserve Officer program.

Signature

Date

Printed Name

To be completed by Reserve Officer Coordinator

I certify that the named Reserve Officer has completed Satisfactory Service

1st year certification _____ Date _____

2nd year certification _____ Date _____

3rd year certification _____ Date _____

4th year certification _____ Date _____

5th year certification _____ Date _____

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

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

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

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

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

SECTION I

That the City Council of the City of Leon Valley hereby amends the fiscal year 2015-2016 budget as provided for in the attached Exhibit "A", said Exhibit to incorporated herein as if fully set forth herein.

**SECTION II
SEVERABILITY**

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

**SECTION III.
REPEALER CLAUSE**

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

**SECTION IV.
EFFECTIVE DATE**

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

**SECTION V.
PROPER NOTICE AND MEETING**

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 15th day of December, 2015.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

Patrick Bernal
City Attorney

City of Leon Valley

Reserve Body Armor Purchase Procedures

December 15, 2015

Background

- As part of the budget process the City Council approved the purchase of body armor for all full-time officers
- The City Council was briefed on the policy on December 1, 2015 and asked if Reserve Officers could be included in the program

Background

- We do not provide any equipment to our Reserve Officers
 - After 6 months they receive a \$200 year clothing allowance

Purchase

- In order to protect our volunteers we are proposing the following procedures to allow either the purchase of or reimbursement for the purchase of body armor
 - Purchase must be made within 1st year of licensing by Leon Valley
 - Vest purchased prior to volunteering with Leon Valley not eligible for reimbursement

Purchase

- Years 1 – 5
 - The City of Leon Valley will reimburse a Reserve Officer for the purchase of body armor
 - Cannot reimburse sales tax
 - Reimbursement will be 1/5 of price each year
- To qualify must have satisfactory service with Leon Valley
- Years 5+
 - Leon Valley will purchase the vest for the Reserves

Purchase

- Estimate expenditure
 - \$2,367
 - To be taken from Police Forfeiture Fund

MAYOR AND COUNCIL COMMUNICATION**M&C # 2015-12-15-08**

DATE: December 15, 2015

TO: Mayor and Council

FROM: Randall Wallace, Chief of Police

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Presentation of the Proposed Police Department Physical Ability Examination

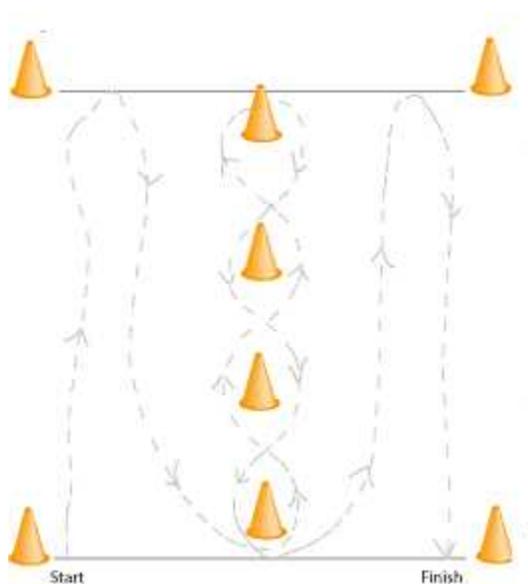
PURPOSE

The City of Leon Valley Police Officer Physical Ability Examination measures job related physical skills such as these that are necessary for successful performance as a police officer. Only those skills that do not require training to become proficient are assessed.

The examination will consist of the following

Illinois Agility Test – Complete in less than 25 seconds

This test measures the applicant's ability to get up from the ground and sprint while changing directions. The applicant will lie on the floor in a prone position. They will then get up and sprint 30 feet and return. They will then negotiate 4 obstacles covering a 30 foot area and return through the obstacles. The test concludes with another 30 foot sprint and return. The test is measured in the hundreds of seconds. The course is 30 feet long and 15 feet wide. Place four cones 10 feet apart at the 7.5 ft line and the first and fourth cone at the zero and 30 ft line.



Dummy Drag – Drag FD Dummy 10 yards

FD Dummy will be prepped with a web harness to facilitate the drag

Two minute fight

Officer will “fight” for two minutes with either training ASP or fists with boxing gloves on.

Trigger pull

Officer will pull the trigger of the issued duty weapon 6 times in 10 seconds while keeping muzzle within 8” ring without touching ring.

Vertical Jump – 12 Inch minimum

Applicant will stand flat footed perpendicular to a wall and reach as high as possible to obtain starting measurement. Set with both feet together or one foot staggered, but one foot must stay stationary on the floor at the time of the jump. You will jump as high as possible setting a mark for the vertical leap. We will take the best of three (3) attempts.

40 yard sprint – Complete 40 yard sprint in less than 10.0 seconds

Following a 10 minute rest, or when they are ready, the Officer will complete;

300 meter sprint – Complete a 300 meter sprint in less than 3 minutes

CRITERIA FOR PASSING THE EXAM

Officers must complete all events in order to pass the examination. Although proctors may be on hand to tell officers if they made a wrong turn it is ultimately the candidate's responsibility to make sure he/she understands what is required. Upon completion of the tests, officers will be told their time and informed of their pass/fail status.

All sworn personnel, at all ranks shall take the department's Physical Ability Examination on an annual basis. Sworn personnel who have failed to pass the department's Physical Ability Examination on their second attempt, or have been on "light" duty for 180 days or longer, and others so deemed by the designated Physician appointed by the City Manager, may be required to pass the examination before being considered "fit for duty." Failure to obtain physician approval, or failure to pass the subsequent Physical Ability Examination, will result in possible termination.

We will perform the examinations on a quarterly basis.

SEE LEON VALLEY

Social – To provide a mechanism to measure the physical abilities of our Police Officers while providing an incentive to remain fit for duty.

Economic – N/A

Environmental – N/A

FISCAL IMPACT

N/A

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve the policy as presented.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

INTRODUCTION

This information guide is designed to describe the physical tasks you will be required to perform for the City of Leon Valley Police Officer Physical Ability Examination. You will increase your chances of achieving a passing score if you spend a fair amount of time preparing for the test. This includes thoroughly reviewing this information guide, following the specific directions given regarding attire, paying proper attention to your physical wellbeing before the test and taking care to avoid becoming overly anxious about the test. The evaluation will take place quarterly.

OVERVIEW OF THE TESTING PROCESS

A job analysis of police officers revealed that they perform certain essential or important physical functions that are vital to their job duties. Many essential functions identified from the job analysis were included in the physical ability examination described below. A subject matter expert meeting comprised of City of Leon Valley law enforcement personnel also confirmed that the functions included in the physical ability test were job-related and essential for successful performance as a City of Leon Valley police officer.

The City of Leon Valley Police Officer Physical Ability Examination measures job related physical skills such as these that are necessary for successful performance as a police officer. Only those skills that do not require training to become proficient are assessed.

The examination is equally valid for assessing the physical skills of individuals with police experience and those without. For example, one portion of the test requires the applicant to run 300 meters. It is not necessary to have prior experience as a police officer to possess the physical ability to run 300 meters.

TEST PREPARATION

The following suggestions should help you prepare yourself physically for the test:

- Avoid junk food and concentrate on a well-balanced diet for several days before the test.
- Avoid stimulants such as caffeinated beverages, especially on the day of the test.
- Get a good night's sleep before the test.
- Do not drink a lot of liquids or eat a big meal before the test.
- Avoid alcohol several days prior to and especially on the day of the test.
- Prepare for the examination.

Simple activities such as stretching and running can greatly enhance your chances of passing a physical ability exam. In addition, the exam components can be re-created to some extent by nearly anyone. Please remember to keep safety in mind when practicing, and always consult a physician before beginning any physical fitness program.

On the day of testing, all participants are advised to wear sweatpants or long pants, however shorts are permitted (NOTE: shorts do not cover the legs which could be injured in a fall). Sport shoes are also highly recommended.

DESCRIPTION OF THE TEST

The test will require Participants to complete several specified physical tasks in a given sequence within an allotted time frame. An orientation and walk-through will be conducted prior to testing.

REQUIREMENTS

Safety will be maintained at all points during the testing. This test measures the physical ability needed to successfully perform the duties of a police officer, not knowledge and skills acquired as the result of training and experience.

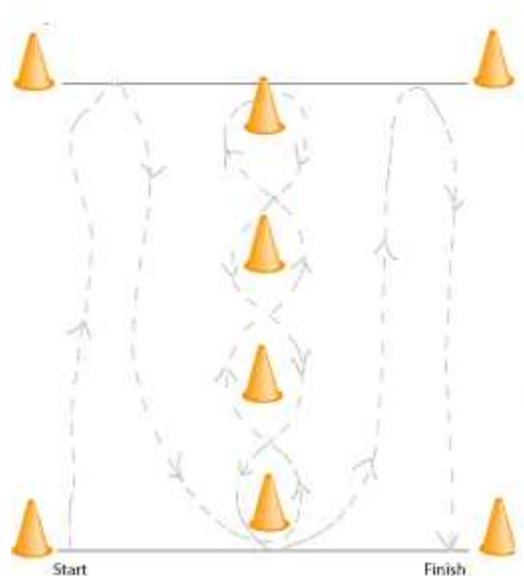
TEST COMPONENTS

All applicants will be given an orientation and walk-through. No one will be allowed to take the test unless they fully understand what is expected.

The following, except the 300 meter sprint, will be done as one evolution

Illinois Agility Test – Complete in less than 25 seconds

This test measures the applicant's ability to get up from the ground and sprint while changing directions. The applicant will lie on the floor in a prone position. They will then get up and sprint 30 feet and return. They will then negotiate 4 obstacles covering a 30 foot area and return through the obstacles. The test concludes with another 30 foot sprint and return. The test is measured in the hundreds of seconds. The course is 30 feet long and 15 feet wide. Place four cones 10 feet apart at the 7.5 ft line and the first and fourth cone at the zero and 30 ft line.



Dummy Drag – Drag FD Dummy 10 yards

FD Dummy will be prepped with a web harness to facilitate the drag

Two minute fight

Officer will "fight" for two minutes with either training ASP or fists with boxing gloves on.

Trigger pull

Officer will pull the trigger of the issued duty weapon 6 times in 10 seconds while keeping muzzle within 8" ring without touching ring.

Vertical Jump – 12 Inch minimum

Applicant will stand flat footed perpendicular to a wall and reach as high as possible to obtain starting measurement. Set with both feet together or one foot staggered, but one foot must stay stationary on the floor at the time of the jump. You will jump as high as possible setting a mark for the vertical leap. We will take the best of three (3) attempts.

40 yard sprint – Complete 40 yard spring in less than 10.0 seconds

Following a 10 minute rest, or when they are ready, the Officer will complete;

300 meter sprint – Complete a 300 meter sprint in less than 3 minutes

CRITERIA FOR PASSING THE EXAM

Officers must complete all events in order to pass the examination. Although proctors may be on hand to tell officers if they made a wrong turn it is ultimately the candidate's responsibility to make sure he/she understands what is required. Upon completion of the tests, officers will be told their time and informed of their pass/fail status.

All sworn personnel, at all ranks shall take the department's Physical Ability Examination on an annual basis. Sworn personnel who have failed to pass the department's Physical Ability Examination on their second attempt, or have been on "light" duty for 180 days or longer, and others so deemed by the designated Physician appointed by the City Manager, may be required to pass the examination before being considered "fit for duty."

Failure to obtain physician approval, or failure to pass the Physical Ability Examination, will result in possible termination.

In compliance with the American Disability Act if an employee is unable to successfully complete the essential functions examination, the City of Leon Valley will evaluate if a reasonable accommodation can be made that would assist the employee to perform the essential functions of the position. If no reasonable accommodation can be made and the employee is still unable to meet the minimum essential functions of their job the employee will be subject to termination.

City of Leon Valley

Physical Ability Examination Policy

December 15, 2015

Background

- The City Council has asked for a fitness policy for the Police Department

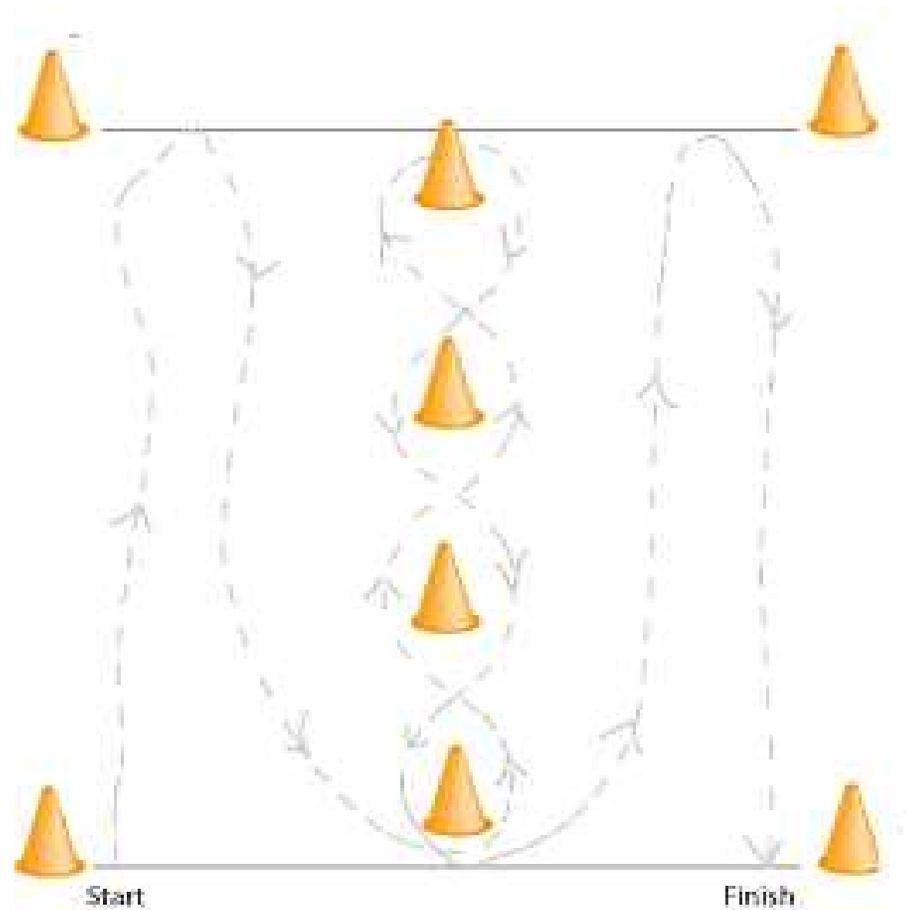
Policy

- The City of Leon Valley Police Officer Physical Ability Examination measures job related physical skills such as these that are necessary for successful performance as a police officer.

Test Components

- **Illinois Agility Test – Complete in less than 25 seconds**
 - Start in prone position
 - Sprint 30 feet and return
 - Negotiate 4 obstacles covering a 30 foot area and return
 - Concludes with 30 foot sprint with return

Test Components



Test Components

- Dummy Drag
 - Drag FD Dummy 10 yards
- Two minute fight
- Trigger pull
 - Officer will pull the trigger of the issued duty weapon 6 times in 10 seconds while keeping muzzle within 8" ring without touching ring

Test Components

- Vertical Jump
 - 12 Inch minimum
- 40 yard sprint
 - Complete 40 yard sprint in less than 10.0 seconds
- Following a 10 minute rest, or when they are ready, the Officer will do a 300 meter sprint
 - less than 3 minutes

Frequency of Testing

- We will start testing in April
 - Each subsequent test will be held on a quarterly basis

Failure to Pass

- Sworn personnel who fail to pass on their second attempt, or have been on "light" duty for 180 days or longer, and others so deemed by the designated Physician appointed by the City Manager, may be required to pass the examination before being considered "fit for duty."
- Failure to obtain physician approval, or failure to pass the subsequent Physical Ability Examination, will result in possible termination.

MAYOR AND COUNCIL COMMUNICATION

DATE: December 15, 2015 **M&C # 2015-12-15-09**

TO: Mayor and Council

FROM: Darrick Green, Communications Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: ***“Where’s Leon the Lion?”*** Creation of a business marketing/promotion program utilizing Facebook in partnership with the LVEDC, LVACC, Community Development and possibly H.E.B.

PURPOSE

The new and existing business owner’s in Leon Valley represent a vital part of the city’s tax base. As such, it is in the city’s best interest to assist in the promotion and marketing of existing and new businesses making a substantial investment in their properties

The proposal is for the Communications Department to create a joint collaboration with the LVEDC, LVACC, the Department of Community Development and possibly H.E.B. to help market and promote Leon Valley businesses. Businesses investing more than \$10,000.00 to improve an existing or new business physical site in Leon Valley would receive free advertising via the City’s Facebook Page.

The free advertising would be through a ***“Where’s Waldo?”*** like search for the location of the new/renovating business. Instead, it would be ***“Where’s Leon the Lion?”***

Contest Rules: Each week, for 4 consecutive weeks, the Communications Department will post pictures of “Leon the Lion” on the cities Facebook Page along with the general location of the business in question, with progressively more specific detail, until someone correctly identifies the location of the business being promoted.

The first person to correctly identify the location of the business being featured will win a \$30/\$40.00 gift card to H.E.B.

The proposal would be jointly funded through a \$10.00 contribution from each of the sponsoring entities (LVEDC, LVACC, the Department of Community Development and possibly H.E.B.) The hope is that when approached with the gift card promotion program, H.E.B. will see the inherent benefit and also contribute \$10.00 for each gift card awarded.

SEE LEON VALLEY

Social – To assist Leon Valley businesses in the marketing and promotion of their businesses.

Economic – The program should increase awareness of new and existing businesses in Leon

Valley that are making a substantial investment in the city. Furthermore, through Facebook, the marketing of Leon Valley businesses could potentially have a San Antonio Metropolitan wide audience. Additionally, the surrounding businesses, indirectly, featured through the photos will received the benefit of the marketing program. The desired end result would, hopefully, be an increase in sales for Leon Valley businesses and hence an increase in Sales Tax Revenues for the City of Leon Valley.

Environmental – N/A

FISCAL IMPACT

The expenditures are projected to be \$1,200.00 each year, given the current number of commercial permits. This amount was calculated through an analysis of the commercial building permits issued during the preceding 12 months. Twenty seven projects met the \$10,000.00 threshold for a projected \$1,080.00 in expenditures for the preceding 12 months. The proposed funding amount includes a 10% increase over last year’s amount, which gives you the \$1,200.00 amount.

LVEDC	LVACC	COMM. DEV.	H.E.B.?
\$10.00X30 GIFT CARDS=	\$10.00X30 GIFT CARDS=	\$10.00X30 GIFT CARDS=	\$10.00X30 GIFT CARDS=
\$300.00	\$300.00	\$300.00	\$300.00
Total Cost of Program: \$300.00 x 4 = \$1,200.00			

STRATEGIC GOALS

To increase region-wide awareness of Leon Valley businesses and to help them increase sales.

RECOMMENDATION

Approve the creation of the joint partnership to provide funding for the business promotion program: *“Where’s Leon the Lion”*. Authorize the participating municipal departments to provide partial funding for the contest winners gift cards.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



City of Leon Valley
business promotion program:

“Where’s Leon the Lion?”

City Council Meeting
12-15-15

Program Overview

Contest Rules:

Each week, for 4 consecutive weeks, the Communications Department will post pictures of “Leon the Lion” on the cities Facebook Page along with the general location of the business in question, with progressively more specific detail, until someone correctly identifies the location of the business being promoted.

The first person to correctly identify the location of the business being featured will win a \$30/\$40.00 gift card to H.E.B.

How will the program be funded?

- The proposal would be jointly funded through a \$10.00 contribution from each of the sponsoring entities (LVEDC, LVACC, the Department of Community Development and possibly H.E.B.) The hope is that when approached with the gift card promotion program, H.E.B. will see the inherent benefit and also contribute \$10.00 for each gift card awarded.

“Where’s Leon the Lion”?



week 1



week 2



week 3



week 4

“Where’s Leon the Lion?”

Annual Projected Cost

The expenditures are projected to be \$1,200.00 each year, given the current number of commercial permits. This amount was calculated through an analysis of the commercial building permits issued during the preceding 12 months. Twenty seven projects met the \$10,000.00 threshold for a projected \$1,080.00 in expenditures for the preceding 12 months. The proposed funding amount includes a 10% increase over last year’s amount, which gives you the \$1,200.00 amount.

LVEDC	LVACC	COMM. DEV.	H.E.B.?
\$10.00X30 GIFT CARDS=	\$10.00X30 GIFT CARDS=	\$10.00X30 GIFT CARDS=	\$10.00X30 GIFT CARDS=
\$300.00	\$300.00	\$300.00	\$300.00
Total Cost of Program: \$300.00 x 4 = \$1,200.00			

SEE & STRATEGIC GOALS

- Social – To assist Leon Valley businesses in the marketing and promotion of their businesses.
- Economic – The program should increase awareness of new and existing businesses in Leon Valley that are making a substantial investment in the city. Furthermore, through Facebook, the marketing of Leon Valley businesses could potentially have a San Antonio Metropolitan wide audience. Additionally, the surrounding businesses, indirectly, featured through the photos will received the benefit of the marketing program. The desired end result would, hopefully, be an increase in sales for Leon Valley businesses and hence an increase in Sales Tax Revenues for the City of Leon Valley.
- Environmental – N/A

STRATEGIC GOALS

- To increase region-wide awareness of Leon Valley businesses and to help them increase sales.

Next Steps

**Let Leon the Lion loose,
to give the local economy
a boost!**



- Approve the creation of the joint partnership to provide funding for the business promotion program: ***“Where’s Leon the Lion”***. Authorize the participating municipal departments to provide partial funding for the contest winners gift cards.

Questions?

Code Compliance
November 2015**Nov-15**

<u>Violations/ Complaints</u>	<u>Number</u>	<u>In Compliance</u>
Environmental/Graffiti	11	7
Right of way Obstructions	3	2
Animal Calls/TNR	45	44
High Grass/Weeds	41	29
Trash & Debris	14	11
Permit Inquiry	13	11
Bandit Signs	21	21
Junked Vehicles	0	0
Vacant Lots	2	1
Alleys	0	0
Zoning Violations	0	0
Address Violation	0	0
Total Violation Report	150	126

Notifications

Door Hangar	58
1st Notice Mailed	3
2nd Notice Mailed	2
Citations Issued	0
Contacts by Phone	3
Contacts in Person	84
Resolved / In Compliance	126
Unresolved Cases	24

FERAL CATS NEUTERED/SPAYED THROUGH TNR PROGRAM

OCT. 2014	4
NOV. 2014	3
DEC. 2014	7
JAN. 2015	8
FEB. 2015	2
MAR. 2015	8
May 2015	2
AUG. 2015	5
SEP. 2015	8
Nov. 2015	2

Total 49**FY 15-16**

<u>Violations/ Complaints</u>	<u>Number</u>	<u>In Compliance</u>
Environmental/Graffiti	16	12
Right of way Obstructions	9	7
Animal Calls/TNR	74	72
High Grass/Weeds	94	66
Trash & Debris	30	25
Permit Inquiry	27	25
Bandit Signs	38	38
Junked Vehicles	0	0
Vacant Lots	3	2
Alleys	0	0
Zoning Violations	3	3
Address Violation	0	0
Reinspection	-	0
Total Violation Report	294	250

Notifications

<u>Notifications</u>	<u>Number</u>
Door Hangar	110
1st Notice Mailed	20
2nd Notice Mailed	2
Citations Issued	0
Contact by Phone	5
Contacts in Person	157
Resolved / In Compliance	250
Unresolved Cases	44

Unresolved Cases 2014-15 = 70

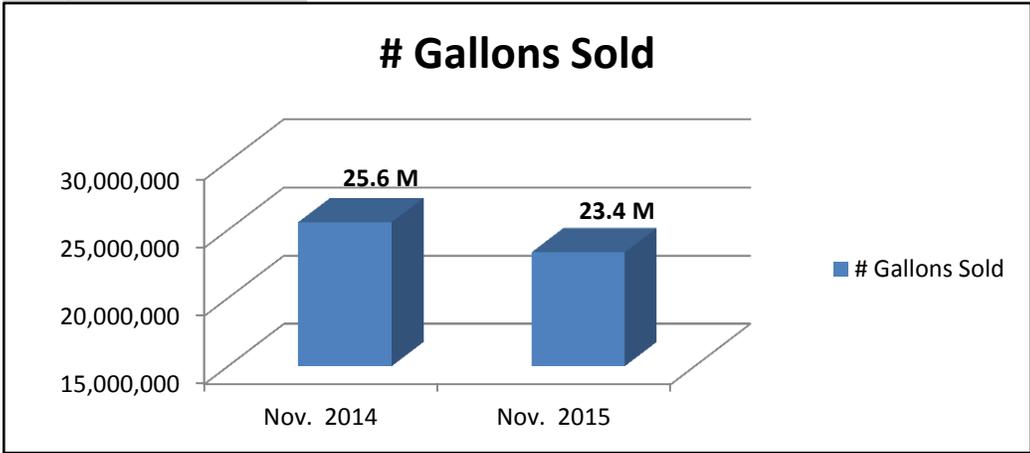
Public Works Monthly Report - November 2015



- Preventative maintenance and repairs were performed on City vehicles and equipment.
- Preparations to grounds were made for the Holidays Season.
- Storm debris was removed from the Evers Rd. bridge and Rimkus park from recent flooding.
- Prepared for Stormwater MS4 permit inspection from the TCEQ.
- Prepared and submitted a grant application to the MPO for the Evers Rd. bridge project.
- Work continues on the Aquarium Detention Project. Recent rains have caused delays, but project is about 60% complete.
- Trees were planted at the Silo Park where walking trail will be constructed. Part of the service road leading to the new water well was completed.
- Water Utility crew repaired main breaks and service lines throughout the system.
- Mowed right of way and drainage areas throughout the City.
- Water well construction plans were submitted to the TCEQ for their review. Southwest Engineers anticipate about a 60 day review process for approval.
- The parking lot at Rimkus park was seal coated and re-striped.
- Asphalt repairs are being made to Forest Ridge, where settling has occurred.
- Staff designed and constructed a custom made reception desk to be placed in the City Hall foyer.
- Finalized the water utility rate study and preparing for final presentation to City Council.

Water Utility Sales	Nov.	FY
# of Gallons Sold	23,358,979	53,962,510
Water Revenue	\$68,630.07	\$147,808.49
Wastewater Revenue	\$96,731.40	\$195,336.49
Stormwater Revenue	\$24,113.88	\$47,975.82

Comparison



PROJECTS: All
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 11/01/2015 THRU 11/30/2015
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ T
151313	11/02/2015	BEST PRICE OUTLET	5411 BANDERA 301	OWNER	CERTIFICATE OF OCCUPANCY	CO
151323	11/03/2015	MAKKI BEAUTY	6176 WURZBACH	OWNER	CERTIFICATE OF OCCUPANCY	CO
151338	11/06/2015	MUNDO VERDE IRRIGATION	6400 GRISSOM	OWNER	CERTIFICATE OF OCCUPANCY	CO
151348	11/09/2015	HECTOR HERRERA	5417 BANDERA 608	OWNER	CERTIFICATE OF OCCUPANCY	CO
151445	11/19/2015	APEXX KITCHEN & HVAC EQUIPT	5419 BANDERA RD 707	OWNER	CERTIFICATE OF OCCUPANCY	CO
151502	11/25/2015	COURAGEOUS FAITH CHURCH	5417 BANDERA 601	OWNER	CERTIFICATE OF OCCUPANCY	CO
151508	11/30/2015	HYBRID SCHOOL OF WRESTLING	5504 BANDERA 305	OWNER	CERTIFICATE OF OCCUPANCY	CO
*** TOTALS ***		NUMBER OF PROJECTS:	7	VALUATION:	0.00	FEEES: 420

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 10, 2015 MEETING MINUTES**

The Park Commission of the City of Leon Valley, Texas met on the 10th day of November, 2015 at 7:00 p.m. at Raymond Rimkus Park, at 6440 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

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

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

Chairman Roger Christensen called the Park Commission meeting to order at 7:00 p.m., with the following Park Commissioners in attendance: Commissioners Linda Tarin, Carolyn Gabriel, Steve Parker, Belinda Ealy, Benay Cacciatore, and Josue De La Torre. Absent and excused were Commissioners Dorothy Humphrey, Jackie Walton, and Kathy Hill. Also present was City Councilmember Monica Alcocer and City Staff member Melinda Moritz.

2. Review and Approval of the October 13, 2015 Regular Park Commission Meeting Minutes.

Commissioner Parker made a motion to approve the minutes from the September 8, 2015 Regular Park Commission meeting. The motion was seconded by Commissioner Ealy. The minutes were approved unanimously.

3. Citizens to be Heard

Resident Al Uvietta of 6923 Sunlight Drive addressed the Commission stating that he had been a resident of Leon Valley since 1972, and that he had been the author of the first Parks, Recreation, and Open Space Master Plan, and the original ordinance for the Huebner Onion Natural Area Park. He further noted that he, along with other members of the early Park Commission, had created the rules for Raymond Rimkus Park, and that he had been keeping up with the direction the Park Commission was going. He stated that the Park Commission was the liaison between the City Council and the public, and that they were charged with making recommendations to the City Council, based on input from the public. He explained that past Park Commissions had sent out surveys to the public and had found that the majority of persons adjacent to the park did not want any night time activities to be held at the park, which was why the ordinance had a sun down provision. He further explained that local wildlife used the creek and the park as a conduit to other areas of the city and that night time activities at the park would disturb the wildlife. He urged the Commission to carefully consider any requests to use the park after dark as it may encourage distasteful uses. He then explained that the Park Commission needed to engage in planning efforts for the Huebner – Onion Natural Area Park, as well as the rest of the park areas in the City.

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 10, 2015 MEETING MINUTES**

4. Report on Activities that Impact the Park or Access to the Park

a. A. Discussion and Possible Recommendations –

1. Add Variance Procedure to Park Ordinance

Staff member Moritz addressed the Commission and explained that the current Park Ordinance did not have a variance procedure. She stated that without a variance procedure in the code, any requests for variations from the code could not be heard by the Park Commission or the City Council. She noted that two requests for variances had been received to date. She then explained the procedures and the proposed language to be added to the park ordinance. After general discussion, a motion was made by Commissioner Cacciatore to approve a change to the Park Ordinance to provide for a variance procedure. The motion was seconded by Commissioner Gabriel. The motion passed unanimously.

2. Request for Variance – San Antonio Astronomical Society

Matthew Rottman of the San Antonio Astronomical Society addressed the Commission, stating that his non-profit group would like permission to use the large parking lot at Raymond Rimkus Park every Wednesday evening from sundown to approximately 10:00 pm. He stated that he had asked for the use of the parking lot at the Community and Conference Center grounds, but that the parking lot lights were too bright for optimal conditions. He noted that the parking lot at the park was much better for their activities.

Mr. Rottman stated that his group currently used the parking area at McAllister Park, but that the recent addition of lights at that facility triggered their search for a darker place. He noted that they had also held their events at various other locations and had been well received by the general public. He explained that typical operations would include setting up five or six privately owned telescopes just after dusk, and then allowing the general public to view the night sky. The group then explains each of the stars and other objects in the sky to the public, providing an education in astronomy. He noted that attendance varied with the seasons, with a typical group of 20 to 40 persons, unless a Boy Scout or other organization attended. He stated that they do travel to other venues such as the zoo, other parks, and that they had been invited to the Historical

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
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Society's events in the past. He noted that most of the time they would have 10 to 30 persons in attendance, but that they could have as many as 100 for special occasions. He further noted that students from Northwest Vista received extra credit for their attendance at the events.

Chairman Christensen commented that he wondered what impact this activity would have on the surrounding neighborhoods and that if the event attracted 100 persons, there would be between 50 to 75 vehicles in the park parking lot. He also noted that the Community Center parking area would be a better place for this use. He asked if the events always lasted until 10:30 pm., and if the group charged an admission for the event.

Mr. Rottman replied, stating that the parking area they are currently using is much smaller than Raymond Rimkus Park and that the events that attract 100 persons would be limited to one to two times per year. He also stated that the Community Center parking lot lights could be turned off by blocking the photocell, but he was not comfortable doing so. He noted that he was working with the City of San Antonio to find another venue, but they had not found anything yet, and that Raymond Rimkus Park was their preferred area, due to the reliable darkness. Mr. Rottman stated that the 10:30 pm ending time was generic, as the times changed with the seasons. He explained that it takes 30 – 40 minutes for a human eye to get accustomed to the dark, so it might be a little later in the summer and earlier in the winter. He noted that they would be happy to end all events at 10:30 pm, if so requested by the City. He stated that they provide this activity at no charge to the public.

Commissioner Ealy stated that she was an amateur astronomer and had been to some of their events, and that she was surprised to see the group in Leon Valley. She agreed with Mr. Rottman, stating that light pollution from the Community Center parking lot would make stargazing difficult, and that she appreciated the need for a completely dark area. She noted that the park parking lot was ideal in that it was a flat, level area, with no parking lot lights, and that the group would attract a minimal amount of vehicles on most occasions, as she expected people to want to walk to the park. She noted that there were current users of the park using headlights after dark at sports events that the City seems unable to limit and that this use might reduce that occurrence, by having official permission to use the parking area. She noted that the only light used by the astronomers were

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 10, 2015 MEETING MINUTES**

tiny flashlights to see their notes. She stated that she would like to see the variance granted.

Mr. Rottman replied, stating that they lights they used were red in color, as it does take some time to re-accustom eyes to the dark with a bright white light. He noted that the group has signs that they place at the entrance that prohibits headlights and states other stargazing etiquette and rules.

Commissioner Gabriel asked if their gear was heavy, and then stated that they could divert vehicular traffic to other areas.

Mr. Rottman stated that the gear was heavy, which is why they brought it in vehicles. He informed the Commission that the dark at the park was "golden" and that they should strive to keep it that way.

Commissioner Parker stated that the group sounded like an excellent organization in that they used their skills as a teaching opportunity, had minimal impact on the surrounding neighborhoods, and that his only concern was the high number of attendance. He made a motion to approve the variance.

Chairman Christensen stated that before any action was taken, the Commission needed to consider the radical change this variance approval would make to the hours and allowed activities at the park. He explained his experience in developing the Silo Park and that ideas he thought were great turned out to not be thought of so highly by the surrounding neighbors at that area. He stated that there needed to be an active survey of the neighborhoods around Raymond Rimkus Park to gauge their opinions of this new usage and other possible night uses at the park. He stated that, in his opinion, there was not enough information to proceed with an approval of this request.

Commissioner Gabriel noted that night activities were already occurring at the park, such as the Jazz Festival and Movies in the Park, without the benefit of an approved variance.

Commissioner Parker stated that each of the proposed uses would have to come before the Park Commission and the City Council for approval on an individual basis. He noted that a worst case scenario would be a request for night basketball. He noted that this particular use seemed

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
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appropriate and that it would have minimal impact on the surrounding area.

Councilmember Alcocer stated that any action was premature, as there was no variance procedure in place.

Mr. Rottman replied, stating that the group was only asking for one night event at this time.

Chairman Christensen disagreed, stating that once approved, it opened the door for more variance requests. He noted that the criteria would have to be applied across the board.

Commissioner Parker stated that consideration of a variance would mean the Commission had the responsibility of assuring the request meets certain criteria and that they would not vote for approval unless a request met those criteria. He further noted that each case would stand on its own merit and that some would be disapproved.

Chairman Christensen stated that while he agree with that comment, he still thought the Commission needed to consider the citizen's opinions prior to making such a decision, as this activity was a drastic change to current operations.

Commissioner Ealy stated that the Commission needed to make a motion directing staff to survey the surrounding neighborhoods to determine how they would feel about granting requests for nighttime activities in the park. Mr. De La Torre stated he would second the motion.

Commissioner Parker stated that he would like to amend the motion to include attorney review of the proposed park ordinance variance procedures to assure that quality of life is listed as a qualifier for granting or denying a variance, and to assure the proposed survey is formatted to give options for what type of night time activities would be acceptable to the surrounding neighborhoods.

Commissioner Josue De La Torre added that he would like to add recommended times to the survey.

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Chairman Christensen asked if there was any further discussion and, seeing none, he asked for a new motion.

A motion was made by Commissioner Ealy to postpone the variance request until such time as a survey process is completed and the City Attorney had reviewed and approved the variance request provisions for the park ordinance. The motion was seconded by Commissioner De La Torre.

b. Park Master Plan – Summary and Recommendations

Chairman Christensen stated that the recommendations in the 2014 Parks, Recreation, and Open Space Master Plan needed to be reviewed and revised, as several of the items had been completed. He noted that Recommendations #1, 13, 14, and 18 should be deleted, and that in the future, recommendations should be placed in an annex, instead of in the actual document, so that they could be revised as time passed, without having to revise the entire Plan. He noted that this would make revising the actual Plan easier.

d. Silo Park – Status of Water Well and Update, and Detention Pond Functionality

Staff member Moritz gave a brief update on the Silo Park, stating that the 68 trees left over from the Arbor Day event had been planted at the Silo Park and that the trail had been started. She noted that the plantings had been done with care, so that the well driller would not destroy the work. She explained that the well project should get started in the spring of 2016, after which, the Silo Park improvements could be completed.

f. Evers Road Crosswalk Lighting and Signage

Staff member Moritz explained that the crosswalk had been improved by the installation of brick pavers, lit LED signage, and a mid-street bollard, and that the improvements seemed to be working a little too well. She noted that she has seen vehicles stopped at the crosswalk when no persons were present, which almost caused an accident.

Commissioner Ealy stated that she had seen the opposite effect, and also the crosswalk was completely dark at night. She noted that the City could invest in solar powered lights that the City would own, which would save money by not paying a monthly fee for a street light.

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Staff member Moritz stated that she had investigated solar powered lights for the entire crosswalk and the type she had reviewed cost approximately \$25,000 to purchase and install. She then stated that she had called CPS Energy and requested that street lights be installed at both the crosswalk and at Evers and Poss, but that it had been three months since she made the request. She noted that she would investigate the solar power options further.

g. Flood Impact and Damages to Raymond Rimkus Park, Natural Area, and Triangle Park

Staff member Moritz explained that the last two floods had resulted in damages to the park and that crews had been working hard to keep up.

Commissioner Parker mentioned that at the previous meeting at the park, the Commissioners had made lists of repairs needed at the park. He asked when those repairs would be made and how that played into the current budget for the park. Staff member Moritz stated that the park budget had enough money to cover necessary repairs in this current fiscal year.

5. Commissioner and Staff Comments

Chairman Christensen opened the discussion reminding the Commission that this portion of the agenda was intended for Commissioners to make statements about items to be discussed and not for open debate on items not listed in the agenda.

Commissioner De La Torre asked what happened to the benches at the Triangle Park, to which Staff member Moritz replied that they had been removed after repeated incidents of vandalism and tagging.

Commissioner Cacciatore noted that the meetings had been very informative.

Commissioner Tarin asked if a Jazz Festival was planned for the park, to which Commissioner Ealy answered no.

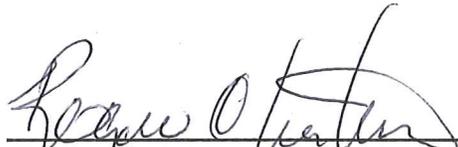
Chairman Christensen stated that there were several resources to be contacted for help with projects in the Park, such as numbering the tables, and mentioned the Boy Scouts willingness to help. He announced an informal walk through was

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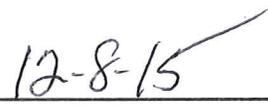
planned for the Natural Area Park on Saturday, November 14, 2015, at 2:00 pm, and that they would meet at the Community Garden area. He encouraged the Commissioners to attend. He then stated that the next Regular Park Commission meeting was to be held on December 8, 2015, at 7:00 pm, at the Leon Valley Conference Center, 6421 Evers Road.

6. **Adjourn.**

A motion was made by Commissioner Parker to adjourn the meeting, which was seconded by Commissioner Gabriel, and the meeting was adjourned at 8:51 pm.



Roger Christensen - Chairman



Date

Community & Business Options for Air Quality Improvement

Prerequisite Measures

- Provide regular maintenance on fleet vehicles
- Ensure tires on fleet vehicles are properly inflated
- Ensure no extra weight is carried in fleet vehicles
- Right-size fleet vehicles for appropriate tasks
- Provide space for employees to store food and eat at work
- Purchase environmentally friendly equipment (Energy Star) and vehicles
- Provide recycling options for employees.
- Install programmable thermostats in workplace
- Communicate Ozone Action Days to employees
- Implement company no-idle policy for fleet vehicles

Primary Measures

- Participate in a carpool subsidy program for employees
- Participate in a bicycle subsidy program for employees
- Implement a telework program
- Offer Compressed and alternative work schedules
- Provide electric vehicle (EV) charging for employees and guests
- Implement EV or high MPG vehicles into fleet
- Offer pre-tax benefits to employees for commuting
- Adopt alternative energy (Solar Panels, Windtricity, Solar Choice Program)

Secondary Measures

- Provide preferred parking space for carpool vehicles
- Promote employer-specific carpool matching service (NuRide.com)
- Participation in a guaranteed ride home program (AACOG's C.A.R.E. Program)
- Secure, on-site bicycle parking.
- Showers and lockers for employees who bike or walk.
- Employee commuting awards program (AACOG's Walk and Roll Challenge)
- Lunchtime shuttle options
- Transit Subsidy (VIA bus passes)
- Adopt motion sensing Light fixtures/switches
- Install water-saving faucets, showerheads, toilets and sprinklers.
- Install a public traffic notification system

City/Business Name _____ Name/Signature _____

Please sign and email this form within 30 days to njones@aacog.com or fax to 210-225-5937.

Call 210-918-1299 with any questions.