

CITY OF LEON VALLEY



ANNUAL CITY COUNCIL/CITY MANAGER RETREAT
The Leon Valley Fire Department Training Room
6300 El Verde Road, Leon Valley, Texas 78238

Saturday, June 20, 2015

MINUTES

The Leon Valley City Council conducted their annual City Council/City Manager retreat at the Leon Valley Fire Department Training Room on Saturday, June 6, 2015.

Mayor Riley called the meeting to order at approximately 8:53 a.m.

All members of Council were present, as was Interim City Manager Hank Brummett. One citizen by the name of Al Uvietta was also present.

Summary documents are attached that provide a description of the retreat.

Mayor Riley adjourned the meeting at approximately 1:20 p.m.

APPROVED

A handwritten signature in blue ink that reads "Chris Riley".

CHRIS RILEY
Mayor

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
City Secretary



City of Leon Valley
Leadership Team Agenda
June 20, 2015

The members of City Council prioritized the top five (5) topics for discussion.

Item 1 – Fiscal Year 2016 Budget

Interim City Manager Hank Brummett gave a presentation on how the budget currently stands. Included in the presentation was a briefing on the General Fund, which is out of balance by \$148,835. Also included were several methods of balancing it which included: placing the annual 0.5% CPS allocation, which has gone into the CIED Fund, into the General Fund revenue and transfer all CIED money to General Fund Reserve, all of which is dedicated to Capital purchases; increase the CPS Franchise Fee by 1%; and delete the Project Manager position. These options were presented as choices if the final draft needs funds to balance it. It was mentioned that the Ad Valorem Tax amount will increase substantially. Some major capital items were mentioned including an agenda paperless system, City Hall furnishings, access control, and items for fire department, including access control.

Water and Sewer Fund Budget is balanced. Major capital includes a truck, meters for wells, meter readers, sewer jet machine, replacement of some sewer mains, mowers, and land purchase.

Community Center Budget is balanced. Major capital items include a portable stage, ice maker, and oven.

Item 2 – Police Coverage and Visibility

We need more patrol presence in the neighborhoods and more aggressive traffic policing. It was mentioned that the Police Chief is looking at better testing for physical fitness of new officers and annual testing of the current force.

Item 3 – Assistant City Managers

Interim City Manager Brummett said that he would be changing the Assistant City Managers by having the Police Chief to not be an assistant, and that the human resources director would continue with the Assistant City Manager title but she will function like a Chief of Staff. The Project Manager position will not be in the draft budget.

Item 4 – Code Compliance and Animal Control

We need to continue to explore better ways to handle stray animals. We also need to have all staff, police, fire, public works, and administration be trained for the more numerous code violations and when seen, pass them on to code compliance.

Item 5 – Department of Public Safety (DPS) Agreement

Interim City Manager Brummett said he has attempted to contact Mr. Williamson to get the items in the agreement completed. Contact will be attempted again next week.

Item 6 – Leon Valley Economic Development Corporation (LVEDC) Board

There was discussion of appointing one (1) or two (2) Council Members to the LVEDC Board. Mayor Riley will pursue this issue.

Item 7 – Public-Private Partnership with the Leon Valley Historical Society (LVHS)

Mayor Riley will pursue this item and the Interim City Manager will get the rules such an agreement must follow.

Item 8 – Public Works

Interim City Manager Brummett gave a presentation on the Public Works projects for Fiscal Year 2016 which included the proposal for purchase of land along Poss Road by the Park and a SAWS request that we purchase a plot at the northwest corner of the Bandera Road bridges to facilitate their sewer line replacement project. The City's cost would be \$46,166 but appraised for \$49,800 (asking price is \$216,000). Interim City Manager Brummett will explore it further to determine if the City needs it. If the City does not purchase the plot SAWS has offered \$113,614 for easements in Huebner Creek along our park and adjacent to Canterfield.

Item 9 – Designation of Council Member to Sections of City

There was a discussion of a system for having Council Members assigned a section of the City to be responsible for and communicate with. Interim City Manager will ensure the legality.

Item 10 – Beautification and Cleanup of City

Public Works have the mowers of right-of-ways to pick up the trash they uncover through mowing. Maybe implement an "adopt a street/highway" program.

Item 11 – Address Numbers

Code Compliance will be tasked to monitor this more closely.

Item 12 – Evers-Poss Road Bridge

Interim City Manager Brummett pointed out that there was money in the next fiscal year budget for an engineer study to include cost estimates.

Item 13 – Sign Ordinance

Council Member Carmen Sanchez said she felt strongly that the City should enforce the code and not grant variances except for very compelling reasons.

Item 14 – Home Rule Commission

There was a brief discussion on a Home Rule Commission but no action was recommended.

Item 15 – Green Media

There was a brief discussion on Green Media. We will consider the erection of large billboards in the vicinity of Loop 410 and Bandera Road.

Item 16 – Forest Oaks Community Association

There was a discussion about the financial problems that the Forest Oaks Community Association is having with their swimming pool. They will be asking the EDC for possible help.

Item 17 – Council Member Monica Alcocer

There was an announcement that Council Member Monica Alcocer would be visiting Washington D.C. on vacation and will be attempting to visit Representative Joaquin Castro.

Item 18 – Hike & Bike Trail

The final discussion item was on the status of the Hike & Bike Trail. The City will have to ask the MPO to allow us to keep our allocation from them until Fiscal Year 2017.