



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, September 01, 2015

MINUTES

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

REGULAR CITY COUNCIL MEETING

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

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

Also in attendance were:

Interim City Manager Hank Brummett, ACM/Human Resources Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Patrick Bernal, Fire Chief Luis Valdez, Public Works Director Melinda Moritz, Police Chief Randall Wallace, Assistant Police Chief Ray Lacy, Economic Development Director Claudia Mora, Community Development Director Elizabeth Carol, Finance Director Vickie Wallace and Communications Director Darrick Green.

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

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

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

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

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

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) August 04, 2015 Regular City Council Meeting
- b) August 19, 2015 Special City Council Meeting

Consideration and possible action on:

- A. Resolution No. 15-028R amending Section 1.09.010 City Park Commission authorized, to add language to “(b) the Commission shall consist of nine (9) members who are appointed by the City Council for a term of two (2) years, conterminous with the Mayor”, to include “and two (2) Alternate Members”; and
- B. To Amend Article 1 Park Ordinance, Revising Section 1.09.005 additional prohibited uses and activities prohibited, to add “(g) It shall be unlawful for any person to dump any trash or refuse of any type on any park or other City-owned property within the City limits.” M&C #2015-09-01-01 (M. Moritz)

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

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

DISCUSSION AGENDA

Discussion and presentation by Mike Delagarza on the details of the fall festival. M&C #2015-09-01-03 (Council Member M. Alcocer and Mayor C. Riley)

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

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

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

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

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

Public Works Director Melinda Moritz presented the item saying that the Municipal Facilities Bond Project is in its third and final phase, with the remodeling of City Hall. When the project is complete, a dedication plaque will be installed on the wall at the main entrance to the building. The wording on the plaque should be approved by City Council, as this plaque will be attached to the building until such time as the building is again remodeled or is no longer in use. The plaque for the Fire Station included the names of the members of the City Council, Capital Improvements Planning Committee, Bond Oversight Committee, Architect, Builder, and City Staff who were instrumental in the funding, planning, design, approval, and construction of the project. For City Hall, the date was changed to reflect 2016, and the names of the newest City Council members were added. There is no additional cost for the plaque as it is included in the construction contract with Bartlett Cocke.

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

Discussion and possible action for the approval of a budget adjustment for the Municipal Facilities Bond Program to provide additional funds in the Contractor Contingency Fund. M&C #2015-09-01-05 (M. Moritz)

Public Works Director Melinda Moritz presented this item for Council consideration to approve a budget adjustment to the Municipal Facilities Bond Program, for the purpose of providing additional funds in the contingency fund. The Bond program was funded with a \$7 million bond. After the building plans were finalized, a contingency fund of \$123,190 was left for change orders. This amounts to 1.80% of the construction budget, whereas a customary contingency is 5% of construction. The Bond program is in its third and final phase, with the remodeling of City administrative offices. Demolition of the interior of the building led to the discovery of mold in the old finance office, City Manager's office and the municipal court administrative office. The mold has been abated; however, the water damage necessitates reconstruction of the south wall of the building. The estimated cost for rebuilding the back wall is \$33,041, with an additional \$5100 for the mold abatement. There may be additional charges, depending on what is found when the metal studs are exposed at the roof line. The contingency fund has been used for necessary change orders to the new Fire Station and remodeled Police Department, leaving a balance of approximately \$30,000. There may be other unknown repairs to the roof, aside from the water damage.

Public Works Director Moritz concluded her presentation saying that the Bond Oversight Committee met on August 27, 2015, and has recommended a budget adjustment in the amount of \$50,000 to provide for contingency. The initiative is specifically listed in the 2014 – 2015 Strategic Goals, by continuing to improve the City's Capital and Planning Projects. Staff recommends the approval of a budget adjustment in the amount of \$50,000 from the General Fund Reserve.

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

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

Discussion and possible action authorizing the City Manager to enter into a contract with Southwest Engineers, for the purpose of performing engineering, design, and construction management services for the 2015 Water Well Project, and to approve the use of the funds already available in the Water Fund Capital line item for these services. M&C #2015-09-01-06 (M. Moritz)

Public Works Director Moritz Consider presented this item asking City Council to authorize the City Manager to enter into a contract with Southwest Engineers for the purpose of providing design, engineering, and construction management services for the 2015 Water Well project, and to approve the use of the funds already in the Water Fund Capital line item to pay for the services. The City advertised Requests for Proposals from engineering firms for the 2015 Water Well Project. Seven responses were received and, of the seven, four firms were chosen for interviews. After the interviews, the scores were tallied and Southwest Engineers was chosen to be the project engineering firm. The City Manager has negotiated with the firm and is recommending that the City Council authorize the signing of the contract. The funds to pay for these services can be taken from the Water Fund Capital line item, with monies budgeted for rehabilitating the above ground storage tank. The project was deferred to allow time to decide the best course of action, due to the poor condition of the wells.

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

Conduct a Public Hearing on the Proposed 2015 Tax Rate of \$0.561615/\$100 valuation which is \$0.013892 lower than last year's Tax Rate of \$0.575507 and exceeds the Effective Tax Rate of \$0.526647 by 6.641451% M&C #2015-09-01-07 (V. Wallace)

Finance Director Vickie Wallace began the presentation saying last year the City of Leon Valley property tax rate was \$0.575507. This year the City of Leon Valley is proposing a property tax rate of \$0.561615 which is \$0.013892 lower than last year's tax rate. The Property Tax Code, Chapter 26 requires a governing body to conduct two public hearings if the proposed tax rate exceeds the lower of the rollback tax rate or the effective tax rate, whichever

is lower. The 2015 proposed Tax Rate of \$0.561615 exceeds the Effective Tax Rate of \$0.526647 by 6.641451%. The 2015 Tax Rate is for the calendar year 2015 and is based on property values as of January 1, 2015. It funds the General Fund and Debt Service Fund budgets for FY 2016. This is the first public hearing to consider that increase. The second public hearing will be held on September 8, 2015 at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238. The vote on the Proposed Tax Rate will be on September 15, 2015, 7:00 p.m., at the Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238.

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

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

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

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

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

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

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

Discussion and possible action of the approval of a budget adjustment and related ordinance for funds received in the amount of \$38,218 from the Ambulance Supplemental Payment Program (ASPP) for a new brush truck. M&C #2015-09-01-09 (L. Valdez)

Fire Chief Luis Valdez presented the item saying the Fire Department was approved to participate in a federal program that assists in the reimbursement of funds expended in providing medical services to uninsured and under-insured patients to government medical

providers. It is anticipated that for Fiscal Year 2015 we will receive \$63,218 from this program. Of the \$63,218, \$25,000 was budgeted as EMS revenue in the FY 2015 budget leaving an unallocated balance of \$38,218. Chief Valdez concluded by saying the Fire Department is requesting that the unallocated balance of \$38,218 be used to purchase and equip a pickup truck that will replace the department's 1976 Chevrolet brush truck. Therefore a budget adjustment in the amount of \$38,218 is needed.

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

Discussion and possible action regarding a letter from the City of Leon Valley to the AAMPO on the possibility of realignment of the original hike and bike trail design submitted in 2015. M&C #2015-09-01-10 (Mayor C. Riley)

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

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

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

City Manager's Report:

- a) **Department Reports**
- b) **Approved Minutes from Boards, Commissions and Committees**
- c) **Upcoming Important Events:**
 - **Fall Clean-up Week, August 31st – September 4th**
 - **Texas Municipal League's 103rd Annual Conference – San Antonio, September 22nd-25th**
 - **City Offices and Municipal Court closure Monday, September 7, 2015 in observance of Labor Day.**
 - **National Night Out, October 6th**

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

Citizens to be Heard.

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

Announcements by the Mayor and Council Members.

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

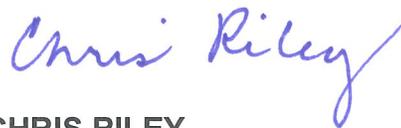
Council Member David Jordan said he received a complimentary letter regarding the Police Department. Council Member Jordan thanked Assistant Chief Ray Lacy who was still present at the meeting.

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

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

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

APPROVED



**CHRIS RILEY
MAYOR**

ATTEST: 
**SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY**

