



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

MINUTES

The City Council of the City of Leon Valley, Texas met on the 15th day of March, 2016 at the Leon Valley City Hall located at 6400 El Verde 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 7:03 p.m. and led the Pledge of Allegiance.

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

Also in attendance were:

City Manager Kelly Kuentler, ACM/HR Director Crystal Caldera, City Attorney Roxann Pais Cotroneo, Public Works Director Melinda Moritz, Community Development Director Elizabeth Carol, 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. No items were pulled.

- Laura Anderson, who is the secretary and attorney for the Arredondo Group, spoke about the City of Leon Valley Code of Ordinances as it relates to the solid waste removal.
 - City Attorney Roxann Pais Cotroneo informed Ms. Anderson that she felt it would be best if they meet attorney to attorney to discuss this issue and see if they could resolve it. Ms. Anderson agreed to do that.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

a) March 01, 2016 Regular City Council Meeting

Resolution Authorizing the Filing of an Application with the Bexar County Community Development Block Grant Program for Fiscal Year 2016. M&C #2016-03-15-01 (M. Moritz).

Approval of a budget adjustment and related ordinance in the amount of \$10,800 for the Police Forfeiture Fund for weapon repairs and ammunition for additional training. M&C #2016-03-15-02 (R. Wallace).

Approval of an amendment to the Lion's Roar Newsletter Contribution and Content Policy Item 10, changing the deadline for the submission of articles from the 4th Monday of each odd month to the 1st Monday of each odd month in an effort to get the Lion's Roar out in a timely manner. M&C #2016-03-15-03 (C. Caldera).

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve Consent Agenda Item #6 (March 01, 2016 Regular City Council Meeting), Item #7 (Resolution No. 16-009R), Item #8 (Ordinance No. 16-012) and Item #9 (Lion's Roar Policy) as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Sanchez being excused, Mayor Riley announced the motion carried.

Presentation of an Anti-Idling Ordinance by Brenda Williams, Alamo Area Council of Governments (AACOG).

Director of Natural Resources, Brenda Williams gave a presentation on the proposed Anti-Idling ordinance. Ms. Williams stated that as speed decreases, all emissions increase; idling produces the maximum levels of emissions for all type vehicles; and in some cases you get four times the emissions produced at normal traveling speeds.

Mayor Riley then moved Item 5 up in front of Item 4.

Beautification Committee Presentation by Committee Secretary Donna Charles.

Beautification Committee Secretary Donna Charles gave a presentation on the purpose and projects of the Leon Valley Beautification Committee.

Mayor Riley's presentation and reading of a Resolution to the City of Leon Valley as presented by State Senator Jose Menendez.

Mayor Riley read aloud a resolution to the City of Leon Valley as presented by State Senator Jose Menendez in recognition of the Earthwise Living Event. Mayor Riley presented the resolution to Earthwise Living Member Belinda Ealy. Mayor Riley gave

special thanks to Public Works Director Melinda Moritz and Earthwise Living staff liaison Yvonne Acuna for all the hard work and dedication they put towards this event.

REGULAR AGENDA

Consider, discuss and possibly make a recommendation and/or take action on the purchase and type of an informational sign at City Hall. M&C #2016-03-15-04 (M. Moritz).

Public Works Director Melinda Moritz presented the item to discuss, and possibly make a recommendation on the type and purchase of an informational sign to be located at City Hall. City Hall had a monochrome electronic LED sign that was 5 foot wide, 9 foot long, and approximately 15 ft. tall. The sign was LED, with monochrome (2 color), with two lines of text and some graphics. This sign was used to announce Council meetings and other events. The sign was removed as a part of the 2012 Municipal Facilities Bond Program and the contractor installed a rock based non-electric sign, as a part of their contract. The purchase of a new electronic sign was not budgeted. However, the fiscal impact of new LED monochrome signs cost approximately \$40,000. New LED full color signs cost approximately \$50,000. A new Marquee sign would cost approximately \$15,000, plus employee labor (45 min. +/- per week). Funds can be taken from General Fund reserve. This presentation was followed by a discussion.

- Lynn Joseph, 6423 Trotter, spoke about the utility box out front and how it obstructs the view.
- Olen Yarnell, 7230 Sulky Ln., asked what “we are trying to accomplish” and where the sign would be placed.

City Manager Kelly Kuenstler stated that staff would bring back information regarding location options, the Helotes article regarding their sign, funding options and information on the TxDOT easement. Council Member Alcocer said “it doesn’t have to be rushed but thorough”.

Consider, discuss and possible action on a sign variance(s) request by Sydney Onuagu and Blessing Maduka, owner of The Precinct Academy and Daycare, to Chapter 3.04.013, “Temporary Signs,” to display two (2) temporary banners for six (6) months generally located at 7500 Eckhert Road, Suite 140. M&C #2016-03-15-05 (E. Carol).

Community Development Director Elizabeth Carol presented this item to consider a sign variance(s) which would allow the owner of The Precinct Academy and Daycare to utilize two (2) temporary vinyl banners for six (6) consecutive months to advertise their business. One banner will consist of the business name and the second banner will state Now Enrolling. The previous owner had an unpermitted fence, which included a sign that was painted on the fence. They applied for a fence permit and a temporary banner sign. The business was sold and the new owners are changing the name from New Friends Learning Center to The Precinct Academy and Daycare. Code Compliance has advised them of their sign violation. The applicant has requested a variance, and

noted that they are investing in Leon Valley and have secured a proposal for a new sign from Accurate Marketing in Leon Valley at \$8,200. The applicant then noted that they need six months to raise the capital for this expense. Community Development Director Carol said staff recommends that the applicant be granted a three month temporary sign variance to allow the current temporary sign to remain while the applicant applies for their permanent sign. Staff is recommending denial of the second temporary sign that states "now enrolling". Variances are at the discretion of the City Council, and Staff has noted several alternatives: grant a temporary variance, not to exceed 6 months; or grant a temporary variance, for a different length of time; or deny the sign variance. This presentation was followed by a discussion.

Council Member Monica Alcocer requested a postponement of two weeks until the permit/licensing process has been confirmed.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Edwards, to postpone Item 11 for Mr. Onuagu and Ms. Maduka for two (2) to four (4) weeks until they can get the information provided to allow them to get the illegal temporary sign to remain temporarily until this can be handled. Upon a vote of four (4) for and zero (0) against, with Council Member Sanchez being excused, Mayor Riley announced the motion carried.

City Attorney Cotroneo advised that she would like to make sure that the current temporary sign is secure. Mayor Riley replied that it is a banner and is secured.

City of Leon Valley Economic Development Corporation (CoLVEDC) President Patti Manea offered the assistance of the CoLVEDC.

Consider, discuss and possible action to authorize the City Manager to negotiate a contract and enter into an agreement with Dr. Craig Manifold, M.D. and the University of Texas Health Science Center for medical direction for the fire department Emergency Medical Services (EMS) program. M&C #2016-03-15-06 (L. Valdez).

Fire Chief Luis Valdez presented this item saying the Emergency Medical Services (EMS) Division of the Fire Department is required by state law to retain the services of a physician to provide medical direction and oversight of the EMS program. The current Medical Director is Dr. Donald J. Gordon, M.D., Ph. D. The current three-year contract has expired, and the department is operating within the one year extension clause of the contract. Any proposed new agreement would be for a period of three years. The physician provides a wide range of services, including "on-line" medical direction by telephone on a 24/7 basis, support in continuing education, quality assurance and performance improvement audits of patient care records, written standing orders (protocol) for use in the field until medical control contact is necessary, pharmacology oversight and control. Chief Valdez added that a Request for Qualifications (RFQ) was issued for the service in January, 2016. The deadline to submit proposals was February 2, 2016. Two proposals were received, one from Dr. Gabriel Rodriguez, and the other from Dr. Craig Manifold and the University of Texas Health Science Center (UTHSC-

SA). Based on the conditions of the RFQ, Dr. Manifold and UTHSC-SA was the only qualified submission received. Dr. Gordon has been Leon Valley EMS Medical Director since the inception of the EMS program in 1989.

Chief Valdez concluded the presentation saying that staff recommends that City Council authorize the City Manager to negotiate a contract and enter into an agreement with Dr. Craig Manifold, M.D. and the University of Texas Health Science Center for medical direction for the fire department EMS program, to include a fee for service not to exceed \$27,000 annually. This presentation was followed by a discussion.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to authorize the City Manager and Fire Chief negotiate an agreement up to \$27,000 to obtain the goals Chief Valdez wants to achieve.

Council Member Benny Martinez motioned to amend the motion to \$29,000. Council Member Alcocer said she would like to keep the amount at \$27,000. Council Member Martinez withdrew the motion.

Upon a vote of four (4) for and zero (0) against, with Council Member Sanchez being excused, Mayor Riley announced the motion carried.

Consider, discuss and possible action for the approval of the LVFD Review Board's recommendation to reject the submissions in response to the Request for Proposal (RFP) for EMS Billing and Collection Services; and authorize the publication of an RFP for EMS Billing AND an RFP for EMS Debt Collection Services. M&C #2016-03-15-07 (L. Valdez).

Fire Chief Luis Valdez presented this item saying the Emergency Medical Services (EMS) Division of the Fire Department uses a Contractor, Intermedix Billing, to perform billing services. The contract with Intermedix has expired but the term has been extended by mutual agreement. Linebarger, Goggan, Blair & Sampson LLP, Attorneys at Law, provide EMS debt collection services. The EMS Division of the Fire Department has experienced an average 30% recovery of EMS fees, and a 3% recovery of debt collection, based on a 5-year analysis. A Requests for Proposal (RFP) for EMS Billing and Debt Collection Services was advertised beginning January 10, 2016, and three vendors responded by the February 2, 2016 deadline. The three submissions were reviewed by the LVFD Review Board and were all rejected based on evaluation scoring criteria identified in the RFP. The LVFD Review Board is requesting authorization to publish an RFP for EMS Billing AND an RFP for EMS Debt Collection Services. Leon Valley has maintained a contract with Intermedix for billing services since 2010, and Linebarger, Goggan, Blair & Sampson has also managed the EMS debt collection services since 2010. The estimated cost to publish both RFP's is \$1,000, and will be accounted for from the fire departments FY2016 operating budget. The fiscal impact as a result of any changes to EMS billing or debt collection services are dependent on the amounts and types of emergency calls, and is unknown.

Chief Valdez concluded the presentation saying staff recommend City Council authorize

and approve the EMS Billing and Collection Review Committees recommendation to reject the submissions in response to the Request for Proposal for EMS billing and collection services, and publish separately a Request for Proposal for EMS billing and another for EMS debt collection services. This presentation was followed by a discussion.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to approve of the Fire Chiefs' request to reject the present proposal and to put out new RFPs, one (1) for billing and one (1) for collections. Upon a vote of four (4) for and zero (0) against, with Council Member Sanchez being excused, Mayor Riley announced the motion carried.

City Manager's Report:

- a) Approved Minutes from Boards, Commissions and Committees**
- b) Future Agenda Items:**
 - **Sign Ordinance LED**
 - **Hand Gun Policy**
 - **Total funding cost of New City Hall Complex and Fire Department**
- c) Upcoming Important Events:**
 - **Re-dedication of the Leon Valley City Hall and Police Station, April 2, 2016 at 9:00 a.m.**
 - **Volunteer Appreciation Dinner, Wednesday, April 6, 2016 at 6:00 p.m.**
 - **Annual Pet Parade, Saturday, May 14, 2016, 10:00 a.m. – noon.**

City Manager Kuenstler reminded everyone of the upcoming agenda items as well as upcoming City events.

Citizens to be heard.

- Olen Yarnell, 7230 Sulky Ln., asked about the Wi-Fi in the new building.
- Wesley Jackson, Assistant Finance Director introduced himself.

Announcements by the Mayor and Council Members.

Council Member David Edwards thanked everyone for attending.

Council Member Monica Alcocer also thanked everyone for attending.

Council Member Benny Martinez announced that he was able to log on to the City's Wi-Fi.; and that on March 23, 2016 the Leon Valley Area Chamber of Commerce will hold their meeting at Hacienda Vallarta which will include a silent auction. Everyone was invited.

Council Member David Jordan thanked Council Member Alcocer, Ms. Belinda Ealy, Ms. Irene Baldrige and Ms. Patti Manea for attending the awards ceremony.

Mayor Riley announced that the MPO's Technical Advisory Committee, which City Manager Kuenstler serves on, announced that any Tier II city (which Leon Valley falls into) that submits a project will be getting funded. Mayor Riley also praised CoLVEDC President Patti Manea for the greatly improved communication between the CoLVEDC and the City Council.

Adjournment.

Mayor Riley announced the meeting adjourned at 9:35 p.m.

These minutes approved by the Leon Valley City Council on the 5th of April, 2016.

APPROVED



**CHRIS RILEY
MAYOR**

ATTEST:



**SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY**

