



**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

AGENDA

1. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
2. **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]

3. Presentation of an Anti-Idling Ordinance by Brenda Williams, Alamo Area Council of Governments (AACOG).
4. Mayor Riley's presentation and reading of a Resolution to the City of Leon Valley as presented by State Senator Jose Menendez.
5. Beautification Committee Presentation by Committee Secretary Donna Charles.

CONSENT AGENDA

6. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) March 01, 2016 Regular City Council Meeting
7. 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).**

8. 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).**
9. 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).**

REGULAR AGENDA

10. 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).**
11. 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).**
12. 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).**
13. 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).**
14. 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.

15. Citizens to be heard.

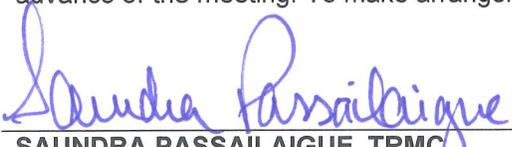
16. Announcements by the Mayor and Council Members. At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday 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.

17. 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 City Hall, 6400 El Verde Road, Leon Valley, Texas, on March 10, 2016 at 5:00 p.m. and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.


SAUNDRA PASSAILAIGUE, TRMC
City Secretary



ORDINANCE No. 16-011

AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS TO IMPLEMENT AND ENFORCE THE TEXAS STATE RULE ON LOCALLY ENFORCED MOTOR VEHICLE IDLING LIMITATIONS AND TO APPROVE ENTERING INTO A MEMORANDUM OF AGREEMENT WITH THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY TO ENFORCE THIS RULE LOCALLY.

WHEREAS, the Dallas-Fort Worth area is a federally designated nonattainment area for the pollutant ozone and air quality impacts the public and economic health of the entire region; and

WHEREAS, the U.S. Environmental Protection Agency ("EPA") and the Texas Commission on Environmental Quality ("TCEQ") jointly have considered emission reductions to control air pollution from motor vehicles, and the Texas Legislature has created the Texas Clean Air Act ("Act"), which addresses that purpose; and

WHEREAS, Section 382.113 of the Act provides authority for municipalities to enact and enforce local laws and ordinances for the control and abatement of air pollution; and

WHEREAS, Locally Enforced Idling Restrictions is a weight of evidence commitment in the Dallas-Fort Worth 8-Hour Ozone Attainment Demonstration State Implementation Plan (SIP); and

WHEREAS, the City of Leon Valley desires to actively participate in improving the air quality of the region; and

WHEREAS, the City of Leon Valley finds that the adoption of this ordinance serves a public purpose, and protects the health, safety, and welfare of the citizens of the City of Leon Valley, by limiting the pollution created by motor vehicles unnecessarily idling within the City of Leon Valley's jurisdiction;

NOW, THEREFORE, BE IT HEREBY ORDAINED THAT:

- Section 1.** The City of Leon Valley endorses the TCEQ Idling Limitations Rule as published in the Texas Administration Code, Title 30, Part 1, Chapter 114, Subchapter J, Operational Controls for Motor Vehicles, Division 2, Locally Enforced Motor Vehicle Idling Limitation.
- Section 2.** The City of Leon Valley approves the adoption and implementation of the TCEQ Idling Limitation Rule by reference.
- Section 3.** The City of Leon Valley authorizes the City Manager to execute an Memorandum Of Agreement, attached hereto, with the TCEQ for the purposes of local enforcement of the Idling Limitation Rule in the City of Leon Valley.

Section 4. This ordinance shall be in effect immediately upon adoption.

PASSED, ADOPTED AND APPROVED 15th day of March, 2016, at a regular meeting of the Elective City Council of Leon Valley, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A, CHAPTER 551.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
ROXANN PAIS COTRONEO
City Attorney

Proposed



MODEL ORDINANCE LANGUAGE

AN ORDINANCE AMENDING CHAPTER 10 MOTOR VEHICLES OF THE CITY CODE.
BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

PART 1. Section 10 (Idling Prohibited) of the City Code is amended to read as follows:

(A) No person shall cause, suffer, allow, or permit the primary propulsion engine of a motor vehicle to idle for more than five consecutive minutes when the motor vehicle is not in motion.

(B) No driver using the vehicle's sleeper berth may idle the vehicle;

(i) in a school zone;

(ii) within 1,000 feet of a public school during its hours of operation

(iii) within 1,000 feet of a hospital, or

(iv) in a residential area, as defined in Section 244.002 of the Texas Local Government Code.

The restriction in Section 6-1-51 (Idling Prohibited) does not apply to:

The provisions of §114.512 of this title (relating to Control Requirements for Motor Vehicle Idling) do not apply to:

(1) a motor vehicle that has a gross vehicle weight rating of 14,000 pounds or less;

(2) a motor vehicle that has a gross vehicle weight rating greater than 14,000 pounds and that is equipped with a 2008 or subsequent model year heavy-duty diesel engine or liquefied or compressed natural gas engine that has been certified by the United States Environmental Protection Agency or another state environmental agency to emit no more than 30 grams of nitrogen oxides emissions per hour when idling;

(3) the primary propulsion engine of a motor vehicle being used to provide air conditioning or heating necessary or employee health or safety in an armored vehicle while the employee remains inside the vehicle to guard the contents or while the vehicle is being loaded or unloaded;

(4) a motor vehicle forced to remain motionless because of traffic conditions over which the operator has no control;

(5) a motor vehicle being used by the United States military, national guard, or reserve forces, or as an emergency or law enforcement motor vehicle;

(6) the primary propulsion engine of a motor vehicle providing a power source necessary for mechanical operation, other than propulsion, and/or passenger compartment heating, or air conditioning;

(7) the primary propulsion engine of a motor vehicle being operated for maintenance or diagnostic purposes;

(8) the primary propulsion engine of a motor vehicle being operated solely to defrost a windshield;

(9) the primary propulsion engine of a motor vehicle that is being used to supply heat or air conditioning necessary for passenger comfort and safety in vehicles intended for commercial or public passenger transportation, or passenger transit operations, in which case idling up to a maximum of 30 minutes is allowed;



- (10) the primary propulsion engine of a motor vehicle being used to provide air conditioning or heating necessary for employee health or safety while the employee is using the vehicle to perform an essential job function related to roadway construction or maintenance;
- (11) the primary propulsion engine of a motor vehicle being used as airport ground support equipment;
- (12) the owner of a motor vehicle rented or leased to a person that operates the vehicle and is not employed by the owner; or
- (13) a motor vehicle when idling is necessary to power a heater or air conditioner while a driver is using the vehicle's sleeper berth for a government-mandated rest period and is not within two miles of a facility offering external heating and air conditioning connections at a time when those connections are available.

The City of San Antonio authorizes the City Manager or her designee to execute a Memorandum of Agreement, attached hereto, with the TCEQ for the purposes of local enforcement of the Idling Limitation Rule in the City of San Antonio.

This ordinance shall be in effect six months after adoption of this Ordinance.

Proposed



**MEMORANDUM OF AGREEMENT
FOR
VEHICLE IDLING LIMITATIONS**

I. PARTIES

This Memorandum of Agreement (MOA) is entered into between the Texas Commission on Environmental Quality (TCEQ) and the local government signing this agreement (Local Government), collectively the “Parties.”

1. The Parties represent that they have the authority to enter into this MOA, including the authority granted in the Texas Government Code Chapter 791 Interlocal Cooperation Contracts.
2. The TCEQ has authority under Section 5.229 of the Texas Water Code and Section 382.033 of the Texas Health and Safety Code to enter into this MOA.
3. The Local Government has authority under Section 382.115 of the Texas Health and Safety Code to enter into this MOA.

II. INTENT AND PURPOSE

The intent of this MOA is to memorialize the agreement between the Parties to implement the following rules aimed at the control of air pollution from motor vehicles: 30 Texas Administrative Code (TAC) Chapter 114, Control of Air Pollution from Motor Vehicles, Subchapter J, Operation Controls for Motor Vehicles, Division 2, Locally Enforced Motor Vehicle Idling Limitations, Sections 114.510 – 114.512 and 114.517.

The parties enter into this MOA for the purpose of delegating rule enforcement from the TCEQ to the Local Government and potentially incorporating the emission reductions resulting from the implementation and enforcement of the above-referenced rules into the State Implementation Plan (SIP).

III. DEFINITIONS

As used in this MOA the following terms have the meanings given below:

1. EPA shall mean the United States Environmental Protection Agency.
2. TCEQ shall mean the Texas Commission on Environmental Quality.
3. Local Government has the meaning assigned by 30 TAC Section 114.510.
4. SIP shall refer to the Texas State Implementation Plan.

IV. BACKGROUND

On November 17, 2004, the TCEQ adopted rules concerning locally enforced motor vehicle idling limitations, which are applicable only within the jurisdiction of a Local Government that has signed an MOA with the TCEQ delegating enforcement of the rules. The EPA approved the rules in the April 11, 2005, *Federal Register* (70 FR 18308). The rules became effective December 9, 2004.



V. OBLIGATIONS OF PARTIES

(A) The Local Government agrees as follows:

1. In accordance with the terms of this MOA the Local Government agrees to implement the following TCEQ Rule:
 - a. 30 TAC Chapter 114, Control of Air Pollution from Motor Vehicles, Subchapter J, Operation Controls for Motor Vehicles, Division 2, Locally Enforced Motor Vehicle Idling Limitations, Sections 114.510 - 114.512 and 114.517. Changes to these TCEQ Rules shall be incorporated into this Agreement without requiring amendment of this Agreement.
2. The Local Government agrees to submit the following information to the TCEQ for the rules listed above not later than forty-five (45) calendar days after the effective date of this MOA:
 - a. detailed description of the plan for implementation of these rules;
 - b. copies of local ordinances or resolutions adopted by each Local Government to implement these rules; and
 - c. copies of agreements entered between any Local Government and other units of Local Government for the purpose of the implementation of these rules.
3. The Local Government agrees to submit copies of any requisite resolutions under Section 7.352 of the Texas Water Code to the TCEQ forty-five (45) calendar days after the effective date of this MOA or within fourteen (14) calendar days after passage by the local governing body, whichever is later.

(B) The TCEQ agrees to consider this MOA for submission to the EPA for inclusion in the Texas SIP.

VI. TERM AND TERMINATION

This MOA will become effective upon signature by both Parties and shall expire on December 31, 2018 unless renewed in writing by mutual agreement of the Parties. A Party may withdraw from this MOA at any time upon thirty (30) calendar days written notice to the other Party. This MOA may be terminated at any time by mutual written consent of the Parties.

VII. MISCELLANEOUS

This MOA represents the entire agreement between the TCEQ and the Local Government and supersedes all other agreements, understandings or commitments, written or oral, relative to the intent of this MOA. This MOA may not be amended or modified except pursuant to a mutual written agreement executed by each of the Parties.

This MOA shall be governed by and interpreted in accordance with the laws of the State of Texas.



In Witness Whereof, Texas Commission on Environmental Quality and the Local Government, by their authorized officers, have made and executed this MOA in multiple copies, each of which is deemed an original.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

By: _____
Name: David Brymer
Title: Director, Air Quality Division

Date

LOCAL AREA

By: _____
Name: Kelly Kuenstler
Title: City Manager, City of Leon Valley, TX

Date

Proposed



Implementation Plan

Background

Limiting motor vehicle idling is one component of the City of San Antonio's voluntary pollution reduction measures. The locally enforced motor vehicle idling limitation rule (Texas Administrative Code, Title 30, Subsections 114.510- 114.517) has been adopted by the City of San Antonio in an effort to participate in regional programs aimed at reducing harmful emissions and improving air quality. The rule is applicable only within the jurisdiction of local governments that have signed a memorandum of agreement with the Texas Commission on Environmental Quality (TCEQ) which extends the enforcement authority of the TCEQ to that governmental entity. Education will begin January 1, 2016. Enforcement will begin July 1, 2016. Enforcement through warnings and traffic citations, including penalties of up to \$500 per offense, is allowable to ensure compliance with this rule and net maximum air quality benefits.

Implementation

Public Education & Outreach:

- Educational brochures, developed by the City of San Antonio will be distributed to area businesses, industry associations, and other targeted sectors identified to be most affected by the rule. These brochures will include information on rule details, anti-idling technologies, potential funding assistance, and other resources.
- Anti-idling signs will be ordered and installed throughout the City of San Antonio to inform citizens and truck drivers of the anti-idling ordinance.
- A link to the City of San Antonio's Idling Reduction Web site will be posted on the City of San Antonio Office of Sustainability Department page as a resource.

Enforcement:

- Appropriate personnel will be identified for enforcement activities – Parking Enforcement, SAPD, Park Police and Code Compliance. Activities will include identifying target areas, spotting violators, and issuing citations. Areas suggested for enforcement include locations with significant heavy-duty vehicle traffic, such as existing freight facilities. Apposite personnel may include Health Department Sanitarians and/or other certified peace officers.
- Enforcement procedures used will be consistent with the City of San Antonio's local government ordinance. Recommended penalties sought in civil action will be consistent with Local Government Code Chapter 10 for Motor Vehicles. Each violation is considered a separate offense.
- City of San Antonio enforcement training programs will be updated by Office of Sustainability with information on regulatory requirements and compliance procedures.
- Identified enforcement personnel will establish a relationship with the City of San Antonio Office of Sustainability to share information on area idling. Violations of the rule may be reported: 1) directly to local enforcement division for immediate response; 2) through 3-1-1 Customer Service or 3) to the City of San Antonio Office of



Sustainability website. A courtesy letter will be mailed to the owner of the reported vehicle informing him/her of local idling restrictions in the City of San Antonio and options to help reduce excessive idling.

- Violations and action taken will be tracked on a spreadsheet. This allows both a determination of rule effectiveness and adequate follow-up for noncompliant sources. At the end of each year, a summary of enforcement will be provided to enforcement personnel, City Manager's Office and City Council.

Proposed



Anti-Idling Ordinance

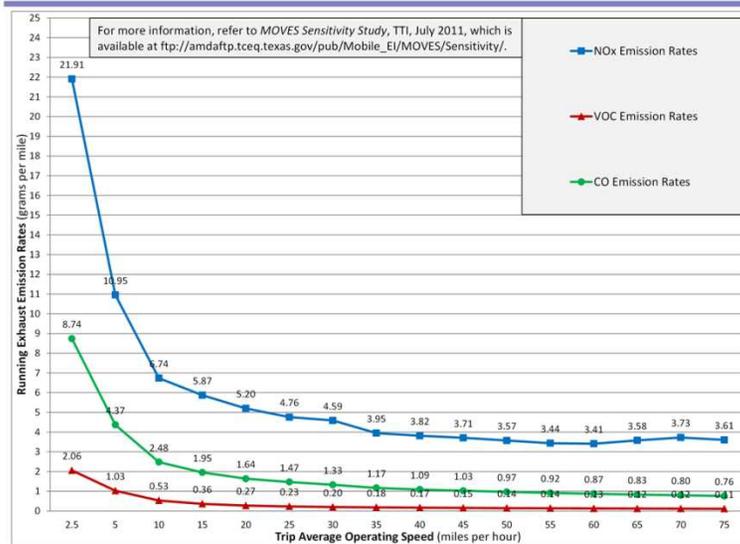
Andrew Winter, PE
Bexar County Environmental Services



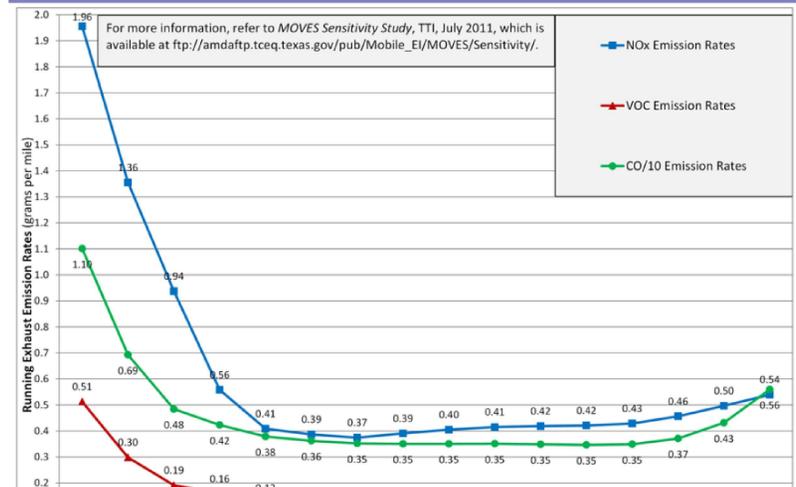
Why Idling is a Problem



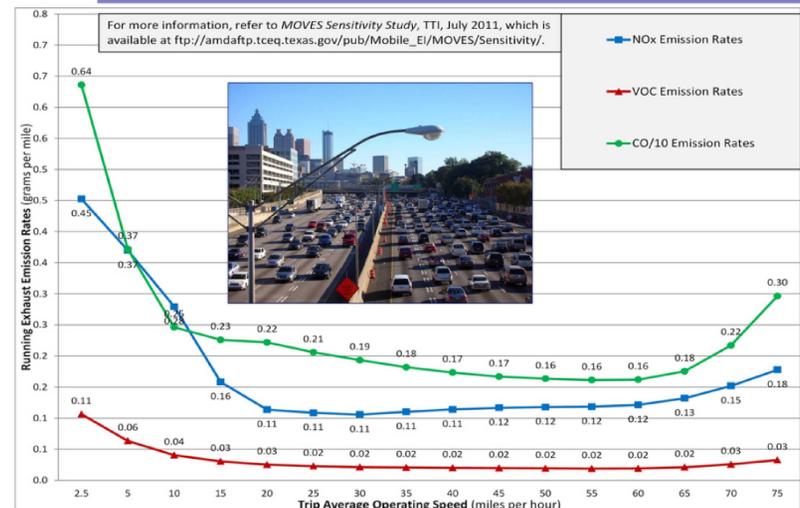
Diesel Combination Long-Haul Truck Emission Rates as a Function of Speed – 2018 Calendar Year



Gasoline Pickup Truck Emission Rates as a Function of Speed – 2018 Calendar Year



Gasoline Passenger Car Emission Rates as a Function of Speed – 2018 Calendar Year



- As speed decreases below all emissions increase (so does fuel economy)
- Idling produces the maximum levels of emissions for all type vehicles
- In some cases you get 4 times the emissions produced at normal traveling speeds



State Law Regarding Anti-Idling

Texas Administrative Code

TITLE 30	ENVIRONMENTAL QUALITY
PART 1	TEXAS COMMISSION ON ENVIRONMENTAL QUALITY
CHAPTER 114	CONTROL OF AIR POLLUTION FROM MOTOR VEHICLES
SUBCHAPTER J	OPERATIONAL CONTROLS FOR MOTOR VEHICLES
DIVISION 2	LOCALLY ENFORCED MOTOR VEHICLE IDLING LIMITATIONS

Rules

§114.510	Definitions
§114.511	Applicability
§114.512	Control Requirements for Motor Vehicle Idling
§114.517	Exemptions

§114.511 Applicability The provisions of §114.512 and §114.517 of this title (relating to Control Requirements for Motor Vehicle Idling; and Exemptions) are applicable only within the jurisdiction of a local government that has **signed a Memorandum of Agreement with the commission** to delegate enforcement of the provisions of this division to that local government.



Other Specifications of the State Law

(paraphrased)

- **RULE §114.510 Definitions:**

- **(1) Idle** -- operation of an engine where the engine is not in gear, the accelerator is fully released, and there is no load on the engine.
- **(2) Local government** -- A city, county, municipality, or political subdivision of the state.
- **(3) Motor vehicle** -- self-propelled device powered by an internal combustion engine, designed to operate with four or more wheels in contact with the ground, and is required to be registered, excluding vehicles registered under §502.006(c).
- **(4) Primary propulsion engine** -- gasoline or diesel-fueled internal combustion engine attached to a motor vehicle that provides the power to propel the motor vehicle into motion and maintain motion

- **RULE §114.512 Control Requirements for Motor Vehicle Idling:**

- No person shall idle for more than five consecutive minutes



Other Specifications of the State Law

(paraphrased)

- **RULE §114.517 Exemptions: do not apply to:**
 - (1) weight less than 14,000 pounds
 - (2) certified by the EPA
 - (3) during loading and unloading of an armored vehicle
 - (4) when forced to remain motionless because of traffic conditions
 - (5) military, national guard, law enforcement or as an emergency vehicle
 - (6) power necessary for mechanical operation, and/or passenger compartment heating, or air conditioning
 - (7) operated for maintenance or diagnostic purposes
 - (8) operated to defrost a windshield
 - (9) to supply heat or air conditioning necessary for public transportation is allowed to idle up to 30 minutes
 - (10) to provide air conditioning or heating necessary for roadway construction/maintenance
 - (11) airport ground support equipment
 - (12) the owner of a rented/leased vehicle is not responsible for the renter's idling
 - (13) sleeper berth for a government-mandated rest period



MOA Highlights

- **INTENT AND PURPOSE** - Delegate enforcement authority from the TCEQ to the Local Government
- **BACKGROUND** - On November 17, 2004, the TCEQ adopted rules concerning locally enforced motor vehicle idling limitations which became effective June 10, 2005.
- **OBLIGATIONS**
The Local Government agrees:
 - To implement the TCEQ Rule 30 TAC Chapter 114
 - To submit to the TCEQ detailed description of the plan for implementation of these rules; copies of local ordinances or resolutions adopted to implement these rules; and copies of agreements entered between any Local Government and other units of Local Government for implementation of these rules.
 - To submit copies of requisite resolutions under Section 7.352 of the Texas Water Code to the TCEQ 45 calendar days after the effective date of this MOA or within 14 calendar days after passage by the local governing body, whichever is later.

The TCEQ agrees to consider this MOA for submission to the EPA for inclusion in the SIP.
- **TERM AND TERMINATION** - This MOA will become effective upon signature by both Parties and shall expire on December 31, 2018, unless renewed. This MOA may be terminated at anytime by mutual written consent of the Parties.





Others with Anti-Idling

CITY

- City of Arlington
- City of Cedar Hill
- City of Duncanville
- City of Granbury
- City of Keene
- City of Mabank
- City of Pecan Hill
- Town of Little Elm
- City of North Richland Hills
- City of Austin
- City of Celina
- City of Euless
- City of Georgetown
- City of Lake Worth
- City of McKinney
- City of Richardson
- City of University Park
- City of Benbrook
- City of Dallas
- City of Fort Worth
- City of Hurst
- City of Lancaster
- City of Mesquite
- City of Rowlett

COUNTY

- Collin County
- Tarrant County
- Dallas County
- Travis County
- Kaufman County



Questions



City of Leon Valley

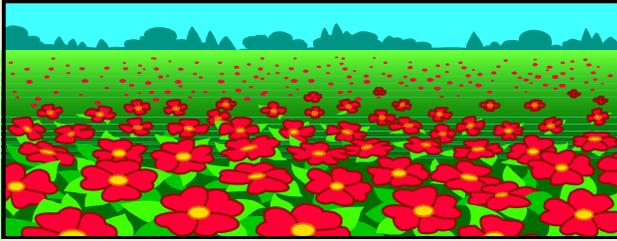
A Keep Texas Beautiful Affiliate

Beautification Committee



PURPOSES

- Improve the appearance of Leon Valley in order to attract businesses and homeowners who are seeking a vibrant place to live, grow, and thrive!
- Promote beautification efforts of both residential and business properties
- Recognize and award residences and businesses which set standards for landscaping and maintenance
- Implement projects to assist businesses in softening store fronts where there is no in-ground planting space
- Plan activities which engage citizens in beautifying Leon Valley
- Strive for a monetary award from Keep Texas Beautiful which will help to support other projects



Beautification Committee Members

Mayor Riley, Chair

Lyn Joseph, Co-Chair

Jerry Perales, Code Compliance
and Staff Liaison

Donna J. Charles, Secretary

Lupe Carpio

Carolyn Diaz

Belinda Ealy

Shirley Jonas

Jean Johnson

Carolina Macias

Presentations to the Committee (fact gathering)

- Deborah James, Councilwoman, City of Converse, presented ways in which the City of Converse engaged businesses and residents in beautifying efforts for their City.
- Representatives from TXDOT, Chirs Chambers and Dan Stacks, shared TXDOT's primary concerns and restrictions when planting along any TXDOT roadway.
- Jamie Daily, Master Gardener, provided a wealth of information about plants, soils, and mulches. She provided each member with a book of what has been labeled Texas Super Star Plants which have proven to be drought tolerant and easy to manage.
- Albert Mora, Code Compliance Training Officer, City of San Antonio, presented the City of San Antonio's Code Ranger (volunteer) Program. He emphasized that trained volunteers are assets to the Code Compliance Program.
- Jordan Matney, Assistant City Manager, City of Live Oak, presented Live Oak's Clean Up Fix Up Project. She shared the process of readying the City for the activity by dividing the City into zones, recruiting volunteers, identifying homes through Code Compliance and with the owner's consent which need some minor repairs and yard work, and organizing the various activities the day of the event.

Beautification Committee Projects

Potted Plant Project



Business Recipients

Leon Valley Café

World Finance Corporation

Sunset Plaza

Leon Valley Area Chamber of Commerce

Red Wing Shoes

Texas Pride Insurance

Funeral Caring USA

Projects Continued

Christmas Wreaths for Monuments

Purchased four wreaths which were placed on each side of the two monuments entering Leon Valley. Have selected new ones which are more visible and weather tolerant for 2016.



Projects continued

Beautification Awards

One way in which beautification efforts may be encouraged and recognized was to reinstate the Beautification Awards Program. The Committee agreed to take the lead. The criteria was written and agreed upon, the process by which businesses and residents would be judged was agreed upon, and judges for 2016 were selected. All active businesses and residential addresses in 19 neighborhoods will be considered for awards. The Committee members will preview the properties in March, submit their lists of addresses to be considered and those will be judged in May by the Gardening Volunteers of South Texas. After judging, the award sign will be placed in the yard or on the property for one year or until the owner removes it.

Awards Criteria

- Landscape and plantings work well with and enhance the building structure.
- Use of complimentary hardscape which compliments buildings and surrounding structure.
- Aesthetically interesting and appealing.
- Enhances look of neighborhood or business surroundings.
- Plantings and landscaping are environmentally responsive.
- Property and plantings are well maintained.
- Overall appearance.



Speaking Engagements and News Articles

Leon Valley Town Hall Meeting 2015

Leon Valley Area Chamber of Commerce 2016

Leon Valley City Council 2016

Two articles in the Lions' Roar 2016







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

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, March 01, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 1st 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 7:10 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, 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 Passallaigue, 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.

- Carrie Macias, spoke about the lot on Sawyer Road that needs attention.
- Marcus Semmelmann, 5919 Rimkus, spoke about the Lion's Roar saying it was great and full of information; and about traffic issues on Bandera Road.
- Olen Yarnell asked that the Lion's Roar be sent out on time or cancel it.
- Sharon Hendricks, 6015 Aids, spoke about parking issues at City Hall; and about the need for a safe pedestrian crossing on Evers Road near the library and park.

Presentation and possible discussion honoring Public Works Robert Garcia's contributions and thirty (30) years of service to the City of Leon Valley.

Mayor Riley informed everyone that Robert Garcia was unable to be present tonight but hoped to reschedule this presentation in an effort to bid him farewell and thank him for his many years of service.

Presentation by Earthwise Living Committee Belinda Ealy and Avelino Gomez.

Earthwise Living Committee member Belinda Ealy presented this item first by inviting everyone to the 27th Annual Earth Day Event to be held March 5, 2016. There will be entertainment, presentations, recycling, and healthy food demonstrations. There will also be food vendors and door prizes. The event is free and all are invited. Mayor Riley added that there will also be free trees to give away.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) January 23, 2016 Annual Town Hall Meeting
- b) February 02, 2016 Special City Council Meeting
- c) February 02, 2016 Regular City Council Meeting

Consider, discuss and possible action to Amend Plat #2016-185 for David Smith, to eliminate the lot lines between lots 34 and 35; and create lot 41, Block E, CB 4446 Linkwood Additions II Subdivision. M&C #2016-03-01-01 (Mr. and Mrs. David and Susan Smith/ E. Carol).

Consider, discuss and take action to adopt Ordinance No. 16-006, a budget adjustment and related ordinance for funds to be expended in the amount of \$480,920 from the general fund reserve for a new fire engine. M&C #2016-03-01-02 (L. Valdez).

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve Consent Agenda Item #5 (January 23, 2016 Annual Town Hall Meeting, February 02, 2016 Special City Council Minutes and February 02, 2016 Regular City Council Meeting), Item #6 (Plat #2016-185) and Item #7 (Ordinance No. 16-006) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried

REGULAR AGENDA

Presentation and discussion of the City of Leon Valley Town Hall Meeting Summary Report and Recommendations. (K. Kuenstler).

City Manager Kelly Kuenstler presented the summary and recommendations provided by Dr. Romero of the January 23, 2016 Annual Town Hall meeting. City Manager Kuenstler informed

the City Council and guests that this report has been placed on the City's website along with links to view the poll questions and responses.

Consider, discuss and possible action regarding Memorandum of Understanding (MOU) between the Leon Valley Historical Society and the City of Leon Valley. M&C #2016-03-01-03 (K. Kuenstler).

City Manager Kuenstler presented this item for the purpose of City Council consideration to form a partnership with the Leon Valley Historical Society to work on the restoration and eventual opening of a museum at the Huebner Onion Homestead & Stagecoach Stop. Potential Fiscal Impact includes: Staff services for building and grounds maintenance; possible match funds for grant submissions (if approved by Council); staff time working on project with Historical Society and TXDOT. City Manager Kuenstler concluded the presentation by asking that the City Council authorize the City Manager to enter into an MOU with the Leon Valley Historical Society based on the Citizens of Leon Valley's support for this project at the 2016 Town Hall Meeting and at the Special City Council Work Sessions on August 29, 2015 and November 7, 2015. Furthermore, the City of Leon Valley should provide a venue where citizen's ideas, suggestions and concerns can continue to be heard as the project progresses.

- Olen Yarnell, asked that Item B have the wording "and adjacent area" where parking is discussed.
- Mark Eisenhauer, spoke in approval of the MOU and in support of Mr. Yarnell's comment.

Mayor Riley said she would like to see quarterly updates on the progress that comes from this MOU.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to authorize the City Manager to enter into an MOU with the Leon Valley Historical Society and the City of Leon Valley with the amendments made by the City Manager and Mr. Yarnell. Upon a unanimous vote, Mayor Riley announced the motion carried

Conduct a public hearing and consider, discuss and possible action to adopt Ordinance No. 16-007 on Zoning Case #2016-029, to rezone approximately 2.52 acres of land, from B-3 (Commercial) Sustainability Overlay District to B-3 (Commercial) being Lots 67 and 75, CB 5784, Leon Valley Additions Subdivision, near 6740 Poss Road submitted by Applicant Manuel Rubio Sr. M&C #2016-03-01-04 (E. Carol).

Community Development Director Elizabeth Carol presented the item on behalf of the applicant and property owner, Manuel Rubio, Sr., who is requesting rezoning of lots 67 and 75, CB 5784 of the Leon Valley Additions Subdivision from B-3 (Commercial) Sustainability Overlay District to B-3 (Commercial) to build a 2,700 square foot office, and to provide additional parking and storage for his existing business Miracle Body and Paint which is located across the street at 6217 Grissom Road. Staff is recommending that the City Council consider an alternative request. Instead of removing the Sustainability Overlay, as the applicant has requested, change the zoning from Sustainability Overlay to Commercial/Industrial Overlay, which will provide the applicant some additional flexibility and will preserve the Overlay Standards. This proposal is consistent with recent request where the Zoning Commission has recommended approval. The Zoning Commission initially considered the applicants request on January 26, 2016 and requested additional information from the

applicant. At the applicant's request the Zoning Commission held a special meeting on February 9, 2016 and the Zoning Commission continued their discussion.

Community Development Director Carol added that the Zoning Commission has recommended approval of an alternate request on behalf of lot 75 to be rezoned from B-3 (Commercial) Sustainability Overlay District to B-3 (Commercial) Commercial /Industrial Overlay. The Commission noted that the proposed use and design is consistent and compatible with the Leon Valley Master Plan and surrounding zoning. The Zoning Commission then went on to recommended denial of the request for lot 67 to be rezoned. The Commission noted that the lack of information about the proposed use, site plan and design for this lot, meant that the Zoning Commission would be unable to properly determine if the proposed use is consistent and compatible with the Leon Valley Master Plan and surrounding zoning.

Mr. Manuel Rubio, Sr. withdrew his request to rezone Lot 67.

A motion was made by Council Member Benny Martinez and seconded by Council Member Monica Alcocer, to approve as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action regarding a summary of the \$200,000 allocated for the drainage studies; proposed plan on what studies are still needed; and proposed date for the overall drainage plan workshop. M&C #2016-03-01-05 (M. Moritz).

Public Works Director Melinda Moritz presented this item To discuss a city-wide drainage plan and consider a date for a workshop on drainage, flooding, and related matters. It is recommended the Public Works Department complete the study for Seneca Estates Unit 3 and The Ridge at Leon Valley, and present all of this information to the City Council at a workshop, to be held on a Saturday morning at the Conference Center. The purpose of the workshop would be for the formation of a city wide drainage plan. Staff would continue to work with USACE and SARA and present their plan or findings at an appropriate date.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to set the date of the 23rd of April from 9:00 a.m. to 11:00 a.m. for the Overall Drainage Plan Workshop at the Conference Center. Upon a unanimous vote, Mayor Riley announced the motion carried.

Mayor Riley asked City Attorney Roxann Pais Cotroneo if she could go back to the previous item to conduct the public hearing. City Attorney Cotroneo said, she was watching and yes, she could go back as it is still available for discussion.

Mayor Riley asked if any of the public wanted to speak on the public hearing for Item #10.

- Belinda Ealy, 7314 Canterfield, asked that Mr. Rubio add one more component which would be the rain catchment.

Mayor Riley announced that she has excused City Manager Kuentler to leave the meeting at 8:50 p.m. due to her being under the weather.

Consider, discuss and possible action to adopt Ordinance No. 16-008, a Budget Adjustment of \$37,500 to Purchase a Replacement Maintenance Crew Truck. M&C #2016-03-01-06 (M. Moritz).

Public Works Director Melinda Moritz presented this item asking the City Council to approve a budget adjustment for the purchase of a replacement pickup truck for the Maintenance Crew. The existing truck was involved in a traffic accident and cannot be repaired. Public Works Director Moritz added that both drivers are fine, with the exception of some cuts and bruises. The wrecked vehicle was a 2002 year model and is not expected to generate much revenue, as the insurance agency will only pay market value (\$3000 +/-). This money will go into the revenue side of the City's finances. Staff will negotiate with the insurance agent to get the best settlement possible. The new pickup truck is expected to cost \$35,000. Additional items such as safety lights, protective bed liner, ladder rack, and City logo will cost \$2,500, so the total amount needed is \$37,500. The tool box and overhead lights were salvaged from the existing pickup truck and can be reused. Public Works Director Moritz concluded the presentation saying that staff recommends that City Council approve a budget adjustment in the amount of \$37,500 to purchase a replacement truck for the Maintenance Crew.

Council Member Benny Martinez said he had a problem with the price of the truck and said that he thinks staff needs to be more diligent with the City's money.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to allow Public Works to purchase the replacement maintenance crew truck up to \$37,500. Upon a unanimous vote, Mayor Riley announced the motion carried.

Council Member Carmen Sanchez added that she would like to see a report showing the top three (3) bids indicating where it was purchased at the best price.

Presentation, discussion and possible action to adopt Resolution No. 16-008R, a resolution adopting the City of Leon Valley Economic Development Corporation (CoLVEDC) Proposed Fiscal Year 2015-2016 Budget from February 01, 2016 – September 30, 2016. M&C #2016-03-01-07 (CoLVEDC Chair P. Manea/K. Kuenstler)

City of Leon Valley Economic Development President Patti Manea and Secretary Larry Proffitt presented this item seeking approval of an eight (8) month budget for Fiscal Year 2015-2016 Budget from February 01, 2016 through September 30, 2016 for the City of Leon Valley Economic Development Corporation (CoLVEDC). For Fiscal Year 2015-2016, the CoLVEDC has been operating on these two 60-day budgets:

- On September 29, 2015, the City Council approved a 60-day budget for the LVEDC effective for October 1, 2015-November 30, 2015, in the amount of \$186,107; and
- On November 17, 2015, the City Council approved another 60-day budget for the LVEDC effective for December 1, 2015-January 30, 2016, in the amount of \$85,082.

The CoLVEDC met on February 24, 2016 and approved the budget that has been provided in this evenings meeting packet to fulfill its obligations for the remaining eight (8) months of Fiscal Year 2015-2016 from February 1, 2016 through September 30, 2016, in the amount of \$143,047 and seeks final approval from the City Council. The proposed eight-month CoLVEDC

Fiscal Year 2015-2016 Budget was developed by estimating the expenses for the remaining fiscal year. The total amount of the eight-month budget is \$143,047.

A motion was made by Council Member Benny Martinez and seconded by Council Member Carmen Sanchez, to approve of the CoLVEDC eight (8) months of Fiscal Year 2015-2016 from February 1, 2016 through September 30, 2016 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action to adopt Ordinance No. 16-009 to approve amended articles of incorporation for the Leon Valley Economic Development Corporation. M&C #2016-03-01-08. (CoLVEDC Chair P. Manea/K. Kuenstler)

Mayor Riley asked that agenda items 14 & 15 be presented together.

City of Leon Valley Economic Development President Patti Manea presented this item for the purpose of the City Council to consider and approve an ordinance that will adopt these amendments to the City of Leon Valley Economic Development Corporation (CoLVEDC) Articles of Incorporation:

- Provide for City Council to appoint two (2) persons to serve as alternates;
- Alternates shall be appointed to two (2) year terms, with the same expiration and appointment as Directors;
- Alternates must be residents of Bexar County;
- Alternates must have a "significant interest" in the City of Leon Valley business community, as determined by the City Council;
- If a director(s) are absent, the alternate(s) may assume the duties of the absent board member.
- Alternate board members are encouraged to attend all CoLVEDC meetings.

The ordinance also authorizes the CoLVEDC Board of Directors to file the Certificate of Amendment with the Texas Secretary of State.

City of Leon Valley Economic Development President Patti Manea gave a brief background on this item: *Original Articles of Incorporation* - On March 3, 2009, the City Council approved and adopted articles of incorporation for the CoLVEDC under Resolution No. 09-006. This created the CoLVEDC; *1st Amended Articles of Incorporation* - The articles were 1st amended by the LVEDC Board and, then, approved by the City Council on August 4, 2009 under Resolution No. 09-017. These amendments were a general "clean-up" of the document; *2nd Amended Articles of Incorporation* - The articles were amended again by the City Council on August 17, 2015. These amendments allowed two (2) City Council members to serve as CoLVEDC directors; and *Proposed 3rd Amended Articles of Incorporation* - The CoLVEDC met on February 24, 2016 and approved submitting the attached application to the City Council to adopt an Ordinance that amends the CoLVEDC Articles of Incorporation with these changes:

- Provides for City Council to appoint two (2) persons to serve as alternates;
- Alternates shall be appointed to two (2) year terms, with the same expiration and appointment as Directors;
- Alternates must be residents of Bexar County;

- Alternates must have a “significant interest” in the City of Leon Valley business community, as determined by the City Council;
- If a director(s) are absent, the alternate(s) may assume the duties of the absent board member; and
- Alternate board members are encouraged to attend all CoLVEDC meetings.

Consider, discuss and possible action to adopt Resolution No. 16-009R to approve amended bylaws for the Leon Valley Economic Development Corporation. M&C #2016-03-01-09. (CoLVEDC Chair P. Manea/K. Kuenstler)

The purpose of this M&C is for the City Council to consider and approve a Resolution that will adopt these amendments to the City of Leon Valley Economic Development Corporation (LVEDC) Bylaws:

1. Two (2) directors may be members of the Council;
2. City Council shall appoint two (2) persons to serve as alternates for the Board of Directors;
3. A Board alternate may be removed from office by the Council at will, by a majority vote of the Council present and voting;
4. Monthly and Special LVEDC meetings shall be held at City Hall;
5. If a director(s) are absent, the alternate(s) may assume the duties of the absent board member(s).

Council Member David Jordan asked to amend the Article 2 of the proposed amendment to say “City Council” instead of simply “Council”.

A motion was made by Council Member David Jordan and seconded by Council Member Benny Martinez, to approve the Bylaws of the CoLVEDC with the amendment to Article 2 that states that two directors may be members of the City Council and the Articles of Incorporation. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action on Ordinance No. 16-010 declaring unopposed candidates in the May 07, 2016 General City Election, elected to office; canceling the election; providing an effective date. M&C #2016-03-01-09 (S. Passailaigue).

Ordenanza que declara electos a los cargos a los candidatos sin oponentes de elección general de la ciudad del 7 de mayo de 2016; cancela la elección; dispone la fecha de efectividad.

City Secretary Sandra Passailaigue presented the item for consideration of Ordinance No. 16-010 declaring unopposed candidates in the May 07, 2016 General City Election, elected to office; canceling the election; providing an effective date. The General City Election was called for May 07, 2016, for the purpose of electing members to the City Council; and the city secretary has certified in writing that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office; and under these circumstances, Subchapter C, Chapter 2, Election Code, authorizes the City Council to declare the candidates elected to office and cancel the election. The deadline to file for a place on the ballot was 5:00 p.m. on February 19, 2016. The last day a write-in may declare candidacy is

tomorrow, February 23, 2016. The candidates are unopposed and there were no write-ins. Therefore, on May 17, 2016 the candidates will be sworn in and received their Statement of Elected Official and take their Oath of Office. The following candidates, who are unopposed in the May 07, 2016 General City Election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed.

Chris Riley	-	Mayor
Belinda G. Ealy	-	Place 2
Benny Martinez	-	Place 4

The May 07, 2016 General City Election is canceled, and the city secretary is directed to cause a copy of this ordinance to be posted on election day at each polling place used or that would have been used in the election.

A motion was made by Council Member David Edwards and seconded by Council Member David Jordan, to adopt Ordinance No. 16-010 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

City Manager's Report:

a) Approved Minutes from Boards, Commissions and Committees

b) Future Agenda Items:

LED Signs

c) Upcoming Important Events:

- **27th Annual Earthwise Living Day Event, March 5, 2016 from 9:00 a.m. until 2:00 p.m. at the Leon Valley Community Center and Conference Center.**
- **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, April 30, 2016, 10:00 a.m. – noon.**

Mayor Riley read City Manager Kuenstler report and reminded everyone of the upcoming agenda items as well as upcoming City events.

Citizens to be heard.

- Belinda Ealy, 7314 Canterfield, added that a clothing collection station would also be available at the Earthwise Living Event on March 5th.

Announcements by the Mayor and Council Members.

City Attorney Roxann Pais Cotroneo wanted everyone to know that she is "happy here!"

Council Member David Edwards congratulated Mayor Riley, returning City Council members and incoming City Council member.

Council Member Carmen Sanchez said it has been a pleasure serving the City of Leon Valley.

Council Member Monica Alcocer congratulated the unopposed candidates.

Council Member David Jordan congratulated everyone.

Mayor Riley announced with great pride and great honor that Council Member David Jordan was selected as the Elected Public Official of the Year by the National Association of Social Workers of the Alamo Region. There will be a recognition luncheon on March 14th at Our Lady of the Lake University.

Adjournment.

Mayor Riley announced the meeting adjourned at 9:59 p.m.

These minutes approved by the Leon Valley City Council on the 15th of March, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

MAYOR AND COUNCIL COMMUNICATION

M&C #2016-03-15-01

DATE: March 15, 2016
TO: Mayor and Council
FROM: Melinda Moritz, Public Works Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Resolution Authorizing the Filing of an Application with the Bexar County Community Development Block Grant Program for Fiscal Year 2016

Purpose

The attached resolution authorizes the filing of a grant application with the Bexar County Community Development Block Grant (CDBG) Program for fiscal year 2016, and authorizes the City Manager to act on behalf of the City of Leon Valley in all matters related to the application.

The Bexar County Department of Community Resources began the 2016 grant program for CDBG funding for eligible areas within Bexar County. During the month of February, individual meetings were held with participating cities to discuss their plans and to identify needs in their ETJ. The City of Leon Valley is in Bexar County Precinct 2. The City Engineer has completed a design for the replacement of a water and sewer main along Conestoga from the cul de sac to Timberhill Dr. The project scope consists of replacing 500 LF of asbestos-concrete water main with new C-900 pipe, replacing 500' of sewer main, re-connecting 10 service lines, installing 3 gate valves, and providing for asphalt repairs. This main has had numerous breaks with consequent repairs over the past five years.

The grant application will be evaluated to ensure the project meets HUD guidelines, and the City will receive an eligibility letter that does not obligate funding. In July, the Bexar County Commissioners will make their final selection of projects to be recommended for funding, and selected projects will be submitted to HUD for evaluation.

Fiscal Impact

The estimated project cost is \$201,240. The City is applying for 80% CDBG funding with a 20% City match. The City's match—\$40,248 will be covered partially by the Water Utility budget, along with some funds from the Street Maintenance Tax, for asphalt pavement repairs associated with the project.

Recommendation

Staff recommends approval of the Resolution. The Resolution will be included with the City's grant application to the Bexar County Department of Community Resources.

S.E.E Statement

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

Economic Development – Improvements to the water utility helps us maintain infrastructure which may encourage relocation.

Environmental Stewardship – Reduces the amount of main breaks, and helps to reduce the City's water loss ratio, conserving water from the Edwards Aquifer.

STRATEGIC GOALS STATEMENT

Item 2 - Continue Work on Capital and Planning Projects

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AUTHORIZING THE FILING OF AN APPLICATION WITH THE BEXAR COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR FISCAL YEAR 2016; AUTHORIZING THE CITY MANAGER TO ACT ON BEHALF OF THE CITY OF LEON VALLEY IN ALL MATTERS RELATED TO THE APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED, THE CITY OF LEON VALLEY WILL COMPLY WITH THE GRANT REQUIREMENTS.

WHEREAS, The Bexar County Community Development Block Grant (CDBG) Program is accepting applications for funding for Fiscal Year 2016; and

WHEREAS, the City of Leon Valley is a participating city with a long history of successful CDBG Projects dating back to 1986; and

WHEREAS, the City of Leon Valley is dedicated to community development support projects to provide needed services in areas of the City that would otherwise not be economically feasible; and

WHEREAS, the City of Leon Valley is proposing to replace the water and sewer mains on Conestoga from the cul de sac to Timberhill Dr. at an estimated project cost of \$201,240; with the City providing a 20% match; and

WHEREAS, the City of Leon Valley is dedicated to the public safety of its citizens and has identified a need eligible for funding that reflects infrastructure improvements in a qualifying area of the City

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

1. The City Manager of the City of Leon Valley, Texas is authorized to submit an application with the Bexar County Community Development Block Grant Program for consideration at the Bexar County Commissioners Court in June of 2016.
2. The Mayor and City Council, with the adoption of this Resolution, further authorize the City Manager to act on behalf of the City of Leon Valley in all matters related to the application and pledge that if a grant is received, the City of Leon Valley will comply with the Grant requirements.
3. The City of Leon Valley will continue its commitment toward strategic community development for the citizens of Leon Valley and the region.

PASSED, ADOPTED AND APPROVED 15th day of March, 2016, at a regular meeting of the Elective City Council of Leon Valley, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A, CHAPTER 551.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
ROXANN PAIS COTRONEO
City Attorney

Resolution Authorizing the Filing of an Application with the Bexar County Community Development CDBG

City Council Meeting
March 15, 2016

Purpose

- This Resolution will authorize the filing of an application to the Bexar County CDBG 2016 Program.
- If the project is selected, the City of Leon Valley will comply with all CDBG grant requirements.

Background

- The Bexar County Community Development Bloc Grant (CDBG) Program is accepting applications for 2016
- Proposing to replace 500 ft. of water and sewer main on Conestoga from the cul de sac to Timberhill Dr.
 - 10 water services replaced
 - 3 new valves installed, and
 - asphalt repairs will be completed

Background

Schedule:

- March 31st – Applications Due
- April – CDBG Staff Review
- June – Applications are presented to Commissioners Court
- August – Selected projects are submitted to HUD for evaluation
- October – Develop Agreements for selected projects
- October 2016 – September 2017 – Contract Period

Fiscal Impact

- The estimated project cost is \$201,240
- 80% CDBG Grant Funded
- City Match of 20% - \$40,248 from Water Utility and Street Maintenance Tax

Recommendation

- The Resolution is required to submit with the 2016 application.
- Recommend approval and passage of the Resolution.

Strategic Goals Statement

- Item 2 – Continue Work on Capital and Planning Projects
 - Project will provide for the replacement of water main that experiences main breaks, and will replace with newer C-900 pipe, replace sewer main, new water services, and valves that will enhance the City’s delivery of services.

S.E.E. Statement

- Social Equity – Adds to general quality of life for all citizens
- Environmental Stewardship – Reduces the amount of main breaks, and helps with the City's water loss, conserving water from the Edwards Aquifer.
- Economic Development – Improvements to the water utility helps us maintain infrastructure which may encourage relocation.

Resolution Authorizing the Filing of an Application with the Bexar County Community Development CDBG

City Council Meeting
March 15, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: March 15, 2016 **M&C #2016-03-15-02**
TO: Mayor and Council
FROM: Randall Wallace, Chief of Police
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: 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.

PURPOSE

The Police Department’s current duty weapons were initially placed in service in 2007. We are in the process of replacing internal pins and springs and would like to put a protective coating on the outside of the pistol.

Our pistols are showing some wear and this protective coating will enhance the abrasion/wear, corrosion and chemical resistance of our weapons along with increasing the hardness of the finish. Cerakote is a polymer-ceramic composite coating that can be applied to metals, plastics, polymers, and wood.

With increase in ammunition we are going to train and then qualify on a weapon system each quarter with our 4th quarter being utilized for tactical training.

In reference to the refinishing of our duty weapons, we will follow our purchasing guidelines, including contacted the necessary historically underutilized bidders. The ammunition will be purchased from the Texas Smart Buy system.

Upon the completion of this purchase the account balance will be \$183,211.

SEE LEON VALLEY

Social – To provide our employee’s 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

Funding will come for current year revenue received in the Police Forfeiture Fund.

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve the budget adjustment and related Ordinance for the Police Forfeiture Fund in the amount of \$10,800

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE APPROVING AMENDMENTS 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 Police Forfeiture Fund 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 15th day of March, 2016, at a regular meeting of the Elective City Council of Leon Valley, Texas at which a quorum was present and which was held in accordance with TEXAS GOVERNMENT CODE, TITLE 5, SUBTITLE A, CHAPTER 551.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
ROXANN PAIS COTRONEO
City Attorney

City of Leon Valley
Police Forfeiture Fund
Budget Adjustment

March 15, 2016

Overview

- The Police Department is asking for a budget adjustment for the Police Forfeiture Trust Fund in the amount of \$10,800
 - Refinishing pistols
 - Additional ammunition

Refinishing Pistols

- Refinishing Pistols - \$5,800
 - We have been utilizing the Sig Sauer P226R pistols for approximately nine years
 - We are in the process of replacing internal springs/pins
 - In order to help extend the life expectancy of the weapon we are wanting to put a protective coating on the weapon
 - Cerakote is a Polymer-Ceramic Composite coating that can be applied to metals, plastics, polymers and wood

Ammunition

- Ammunition - \$5,000
 - State mandate is one qualification a year
 - We have been shooting 3-4 times a year
 - With the increase in ammunition we are going to train and then qualify on each weapon system each quarter with our 4th quarter being utilized for tactical training

Fund Balance

- After this budget adjustment the fund balance will be
 - \$183,211

Recommendation

- Approve the budget adjustment and related ordinance for the Police Forfeiture Fund in the amount of \$10,800

City of Leon Valley
Police Forfeiture Fund
Budget Adjustment

March 15, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: March 15, 2016 **M&C #2016-03-15-03**
TO: Mayor and Council
FROM: Kelly Kuenstler, City Manager
SUBJECT: Lions Roar Newsletter Content Policy

PURPOSE

To update the Newsletter Content Policy dated January 12, 2015, to amend the submission time for articles. Currently, the submission time the "4th Monday of each odd numbered month via electronic media to the IT Specialist". The request is to move this from the 4th Monday of each odd number of months to the 1st Monday of each odd number of months.

The reason for this change will ensure that the Newsletter gets out timely. For instance, the due date for the articles would be March 28, 2016 (according to the policy) for the April/May newsletter. That gives the IT Specialist, Administration, Publisher, and Postal service; three days to get the newsletter put together, reviewed and mailed for the April 1st news. The Newsletter should be in the homes of the residents prior to the April 1st.

FISCAL IMPACT

NONE

RECOMMENDATION

My recommendation is to update the content policy.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

LION'S ROAR NEWSLETTER CONTRIBUTION AND CONTENT POLICY

The Policy shall have the following regulations for the Lion's Roar Newsletter herein referred to as "the newsletter":

- 1) The newsletter content must be informative and not self-promotional.
- 2) The newsletter may not include derogatory or unfavorable comments regarding any public officials or city staff.
- 3) The newsletter shall not contain any reference to political parties or political affiliations. It may contain factual information about elections, including names of candidates and the text of measures. Express or implied support or opposition to candidates or measures shall be prohibited.
- 4) Per the City's contract with the publisher of the newsletter, they retain all advertising rights within the newsletter with the understanding that there is no lewd or lascivious businesses solicited. Additionally, the publisher prohibits promotion or recommendation of specific businesses in the newsletter. Reference can be made, however, to businesses for donating or sponsoring an event, but no contact information may be included.
- 5) If the publisher has a content policy it must be followed at all times.
- 6) Editorial contribution to the newsletter may be submitted by the Mayor, City Council, City Manager, City Secretary and Leon Valley Staff Members as long as the content only pertains to City related business, programs, ordinances, events, news, surveys, informational alerts and safety practices, the City mission and vision and all other relevant City related or sponsored business.
- 7) Due to limited space in the newsletter the contribution word count is as follows:
 - Mayor no more than 1,000 words
 - City Councilmember no more than 500 words
 - LV Staff no more than 400 words
- 8) An author's by-line shall be noted for each article contributed in the newsletter.
- 9) Photographs included in the newsletter should portray City events and activities, except where contributors are pictured as part of the by-line.
- 10) All newsletter articles are to be submitted by the close of business bi-monthly on the 4th Monday of each odd numbered month via electronic media to the IT Specialist. – ***This needs to be changed to the 1st Monday.***
- 11) Final discretion regarding newsletter article contributions and content shall be by the City Manager.

MAYOR AND COUNCIL COMMUNICATION

M&C #2016-03-15-04

DATE: March 15, 2016
TO: Mayor and Council
FROM: Melinda Moritz, Public Works Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Discussion and Recommendation on the type and purchase of an informational sign at City Hall.

Purpose

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.

There are two types of electronic signs to choose from – both are LED:

- Monochrome – black background with red or amber text and some graphics, only 2 to 3 lines
- Full color – entire message shows at once, with color and full graphics

The Council may wish to install a marquee type sign instead of an LED. The problem with this type of sign is that it requires staff to stand outside installing each letter with long pole. In addition, the brackets deteriorate in weather over time and the letters fall off or go missing, potentially sending the wrong message.

Keep in mind that the persons viewing the sign will be traveling along Bandera Road at speeds of 45 miles per hour or higher and the monochrome sign does not allow viewing of the entire message in the time it takes to pass City Hall. Both electronic signs are operated by computer software. There is electricity available from the old sign.

Fiscal Impact

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.

Recommendation

Options:

- 1) No electronic sign
- 2) Use LED monochrome sign
- 3) Use LED full color sign
- 4) Use marquee sign
- 5) Other

S.E.E Statement

Social Equity – Provides real time information about meetings and events to all citizens and businesses.

Economic Development – A modern sign enhances the City’s image as technologically up to date.

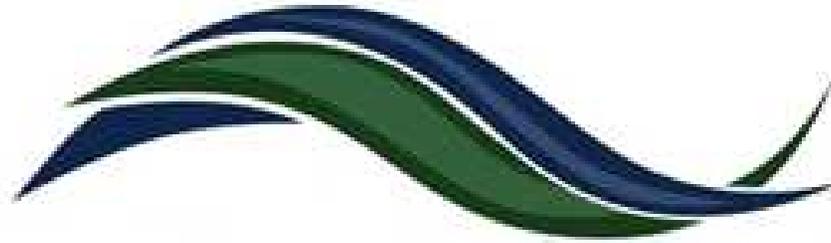
Environmental Stewardship – New signs use less energy.

APPROVED: _____DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



City Hall Signage Discussion

City Council Meeting

March 15, 2016

Purpose

- To discuss and possibly make a recommendation and/or take action on the type and purchase of an informational sign at City Hall

Background

- City Hall had monochrome electronic LED sign
 - 5' x 9', approx. 15 ft high
 - 2 lines of text with some graphics possible
- Sign was removed as a part of the 2012 Municipal Facilities Bond Program
- Purchase of new electronic sign not budgeted
- Rock base non-electric sign installed

Signs

- Two types of electronic signs to choose from – both are LED
 - Monochrome – black background with red or amber text and some graphics, only 2 to 3 lines
 - Full color – entire message shows at once, with color graphics
- FYI - audience is in vehicle traveling 45 to 50 mph
- Sign Code allows LED signs on-premise

Signs

- Electronic signs are operated by computer software
 - Electricity already on site from old sign
- Could install marquee sign instead
 - Requires staff to stand outside installing each letter with long pole
 - Brackets deteriorate in weather over time
 - Letters fall or go missing, sending wrong message

Monochrome Sign



Full Color Sign



Marquee Sign



Fiscal Impact

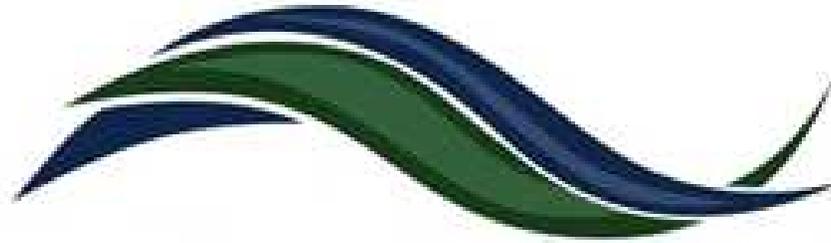
- New LED monochrome sign approximately \$40,000
- New LED full color sign approximately \$50,000
- New Marquee sign approximately \$15,000, plus employee labor (45 min. +/- per week)
- Funds can be taken from General Fund reserve

Recommendation

- Options
 - No electronic sign
 - Use LED monochrome sign
 - Use LED full color sign
 - Use marquee sign
 - Other

S.E.E. IMPACT STATEMENT

- Social Equity – Provides real time information about meetings and events to all citizens and businesses.
- Economic Development – A modern sign enhances the City's image as technologically up to date.
- Environmental Stewardship – New signs use less energy.



City Hall Signage Discussion

City Council Meeting

March 1, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: March 15, 2016 **M&C # 2016-03-15-05**
TO: Mayor and Council
FROM: Elizabeth Carol, Community Development Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Consideration, 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.

PURPOSE

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.

Chapter 3.04.013 of the Leon Valley Code of Ordinances allows one (1) banner for a period of thirty (30) days, once every six (6) months. This is a limit of two (2) banners total per year. The Sign Code allows consideration of variances for seasonal signs up to 120 days/4months

The 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.

S.E.E. LEON VALLEY

Social – It is equitable for the City to assist the applicant in resolving this matter.

Economic – Provides a consistent and dependable, public hearing process

Environmental –The signs will not have an adverse impact on the environment.

FISCAL IMPACT

The applicant paid \$100 for consideration of their variance requests. If the request is approved the applicant will pay \$75.00 for their sign permit(s).

RECOMMENDATION

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:

- 1. Grant a temporary variance, not to exceed 6 months; or
- 2. Grant a temporary variance, for a different length of time; or
- 3. Deny the sign variance.

To grant variances to the sign ordinance, the City Council must find that strict enforcement of these requirements of this article, due to special conditions wherein a literal enforcement of this article would result in unnecessary hardship, and so that the spirit of this article is observed and substantial justice is done.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

New Friends Learning Center and Daycare

7500 Eckhert Road Suite 140

Leon Valley, TX 78240

24th February, 2016.

The Mayor and City Council,

City of Leon Valley,

6400 El Verde Road Leon Valley, Texas 78238.

An Appeal for an extension of our temporary Banner

This is an appeal from the new proprietors of the New Friends Learning Center and Daycare located here in Leon Valley, TX for an extension of the time period during which we can have our temporary banner located at the center up.

We had acquired the business for a little less than a month ago and we were just informed that the current banner in the premises was only meant to be temporary and as such needed to be taken down. We are a law-abiding business and fully intend to abide by all city laws and ordinances but it is financially beyond our means at this point in time to replace the banner with a permanent one due to all the financial commitments we just made towards acquiring the business.

The current business was on the verge of going under when we acquired it and have already committed a lot of resources to keep it going that at this point we do not have the resources to have it changed.

We are hereby appealing for an extension for up to 6 months to enable us raise the capital required to get a permanent sign and also allow us have another temporary "Now Enrolling" sign up at the center while we put up the permanent one.

Attached is a quote we obtained from a local sign post artist here in Leon Valley to indicate to you our seriousness and commitment to get the banner replaced with a permanent one. Any assistance the city might render towards getting a permanent sign will also be greatly appreciated.

We look forward to getting a favorable response to our earnest appeal.

Thank you for the anticipated support and long live the city of Leon Valley.

Yours Sincerely,

New Friends Learning Center and Daycare



ARTICLE 3.04 SIGNS



Sec. 3.04.008 Variances and appeals

(a) Persons wishing to erect signs not in conformance with this article or any person aggrieved by any decision of the city in the administration of this article may appeal such decision to the city council. The city council shall only hear and decide the following:

(1) An appeal that alleges error in an order, requirement, decision, or determination made by an administrative official in the enforcement of this article; or

(2) A request for variance(s) from the strict enforcement of the requirements of this article due to special conditions wherein a literal enforcement of this article would result in unnecessary hardship, and so that the spirit of this article is observed and substantial justice is done.

(b) The application must be accompanied by a drawing or other artistic representation to accurate scale showing the exact sign proposed, its size and message (textural or pictorial), color, shape, whether lighted or unlighted, location on said property or business, materials of which it is to be made, how it is to be made and how it is to be fastened. Granting of the variance requires approval from the designated city official(s), who shall determine whether the proposed sign is acceptable under the conditions established in this article and applicable building codes. Upon approval from the designated city official(s), the variance request will be heard by the city council.

(c) The city manager or designee is authorized to approve a variance to three specific types of regulations in this article: sign area, sign height, and distance between signs. This authorization shall be restricted to variance of one (1) of type of regulation not to exceed 10% of the specified dimension for one (1) existing nonconforming sign per platted property. This staff variance provision does not apply to any of the properties required to file a master sign plan.

(Ordinance 06-034, sec. 1 (5.13), adopted 9/5/06)



Sec. 3.04.013 Temporary signs

(a) Permits are required for temporary signs.

(b) Each business may be allowed a total of one (1) temporary sign per 6-month period for a time period of up to thirty (30) days. A permit is required and must be obtained each time a sign is displayed. A seasonal business may apply for a variance to display temporary signs for up to 120 days in lieu of thirty (30) days per quarter.

(c) A deposit is required for each temporary sign permit issued. The deposit will be returned at the expiration of the permit time period provided that the temporary sign has been moved within 24 hours of permit expiration.

(d) Special event temporary signs may be allowed within the flyover area and Loop 410 without a permit for a planned group of temporary signs to advertise special events on a business property. Special event temporary signs shall be installed no earlier than Friday at 6:00 p.m. and shall be removed on Sunday by 8:00 p.m. If a federal holiday falls on either the Friday or Monday of that weekend, the signs may be installed and removed to include the holiday.

(e) Maximum size for temporary sign banners is fifty (50) square feet for banner signs placed on the property and one hundred (100) square feet for banner signs attached to the building.

(f) The following temporary signs are allowed:

(1) Banners. Banners must be wall mounted or attached with temporary stakes in the ground on the property. Banners must be kept in good condition and stakes firmly anchored so as to prevent dilapidation.

(2) Airborne signs. Hot or cold air balloons may be either attached to the building or placed behind the property line. There are no size restrictions for hot or cold air balloons. Balloons shall be allowed only as a part of a special event temporary sign event and as specified. Balloons must be kept in good condition and firmly anchored so as to prevent dilapidation or from being astray.

(3) Grand opening signs. Grand opening signs shall be allowed under this section, except that such permit shall be valid for thirty (30) consecutive days and shall not be renewable. One permit will be issued for each building occupant per certificate of occupancy.

(4) Street banners. Nonprofit organizations may erect street banners across collector and arterial roadways. The dimensions of the banner will not exceed 4' x 36' (144 square feet).

(5) Temporary weekend signs.

(A) Time period. Temporary weekend signs are permitted from Friday at 6:00 p.m. to Sunday at 8:00 p.m. Temporary signs including banners, airborne/balloon signs, grand opening signs and street banners shall not be displayed simultaneously with temporary weekend signs.

(i) If a federally recognized holiday falls on a Friday, then the signs are permitted from the preceding Thursday to the following Monday.

(ii) If a federally recognized holiday falls on a Monday, then the signs are permitted from Friday until the following Tuesday.

(B) Size. Signs shall not exceed 24" by 32" in size. Irregular shaped signs shall fit in a 24" by 32" rectangle; the total height shall not exceed 36" in height from ground level. Signs may be two-dimensional only and shall be of a nonreflective surface.

(C) Spacing between signs. A minimum of five-foot (5') spacing must be maintained between each temporary weekend sign of different advertisers. The signs of each advertiser must be spaced so that no two (2) signs advertising the same good, service, product, business, political campaign, or particular piece of real property (for sale or lease) are closer than one hundred feet (100') from each other measured in a straight line.

(D) Location. Signs must be self-supporting and placed into the ground by a single stake.

(i) No temporary weekend sign shall be permitted on a utility pole, streetlight pole, sign pole, fence, tree or other manmade natural feature, wooden-frame or portable frame.

(ii) No sign may be placed closer than twenty-five feet (25') from a street intersection or median opening. Any temporary weekend sign determined to be in a location that causes an immediate hazard to public safety will be immediately removed by the city.

(iii) Signs shall be no closer than three feet (3') from the edge of the sign to the street curb or, if no curb is present, to the edge of the pavement. Signs shall not encroach on either sidewalks or streets.

(iv) No signs shall be placed in island medians or esplanades.

(v) Except for political signs, no signs shall be placed further than three (3) miles from the location of the sale of the good, product, service, business or piece of real property being advertised.

(E) Permit.

(i) An annual permit fee, as stated in the schedule of fees in [appendix A](#) of this code, must be paid by the advertiser. Where an advertiser wishes to advertise multiple locations, a permit must be obtained for each location, subdivision location, or service location to be advertised by temporary weekend signs.

(ii) A temporary weekend sign shall not be placed on the right-of-way of a road or highway unless an annual temporary sign permit has been first obtained.

(F) Map of locations; placement on state roads prohibited. In addition to the payment of the appropriate fees, the advertiser shall provide an area map, drawn to scale, and listing the street and block number where the signs shall be placed. No temporary weekend sign shall be placed along the side of any road or highway belonging to the state department of transportation.

City of Leon Valley City Council

The Precinct Academy and Day Care
Sign Variance Requests
M&C #2016-03-15-05

March 15, 2016

Leon Valley Code of Ordinances

- 3.04.013 Temporary Sign Ordinance
 - One (1) banner for thirty (30) days every six 6 months = 2x/yr.
 - Considerations of variances for seasonal signs for 120 days/4months
- Variance Process
 - Applicant must demonstrate a hardship
 - Written Request must be submitted
 - City Council review

Applicant's Request:

- Applicant/Owner: Sydney Onuagu and Blessing Maduka
- Location: 7500 Eckhert Road, Suite 140
- Temporarily allow two (2) Banner Signs:
 - “New Friends Learning Center”
 - “Now Enrolling”

Applicant's Request:

- Hardship: New Ownership and capital
- Applicant has indicated that:
 - Investing in Leon Valley
 - Secured a bid for a new sign at \$8,200 from Accurate Marketing in Leon Valley
 - Need six months to raise capital for the expense

Project History

- Previous owners had an unpermitted fence which included a painted sign.
- Secured permits for the fence and the installation of the temporary banner.
- New owners acquired existing business
- Code Compliance advised applicant of the sign violation

Property Location



Existing Conditions



Proposed Signs

4.5'x20'
Channel Letter Sign

THE PRECINCT } 2'
ACADEMY AND DAYCARE

Fiscal Impact

- Sign Variance
 - \$100 variance consideration
 - \$75 per sign permit; if variance is approved

Recommendation

- Staff recommends:
 - A three (3) month variance to allow the current temporary sign to remain, while the applicant applies for their sign permit.
 - Denial of the request for the “Now Enrolling” sign
- Other options:
 - Grant a six (6) month variance to allow the sign permit(s)
 - Grant a temporary variance for a different time period
 - Deny the variance(s)
- Sign variances are at the discretion of City Council.

S.E.E. Statement

- **Social Equity** – It is equitable for the City to assist applicants in resolving their concerns
- **Economic Development** – Provides a consistent and dependable, public hearing process
- **Environmental Stewardship** – The signs will not have an adverse impact on the environment

Questions

- Staff
- Applicant: Sydney Onuagu and Blessing Maduka

City of Leon Valley City Council

The Precinct Academy and Day Care
Sign Variance Requests

M&C #2016-03-15-05

March 15, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: March 15, 2016 **M&C #2016-03-15-06**
TO: Mayor and City Council
FROM: Luis Valdez, Fire Chief
THROUGH: Kelly Kuenstler, City Manager

SUBJECT: 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.

PURPOSE

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.

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.

FISCAL IMPACT

The current contract for medical direction is \$27,000 annually. The terms of any new contract are unknown.

RECOMMENDATION

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.

S.E.E. IMPACT STATEMENT

Social Equity – Providing the citizens with good customer service and quality care adds to the overall quality of life

Economic Development – Providing good customer service and improved emergency services promotes a better image, which may attract businesses and new residents

Environmental Stewardship – NA

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAGUE, TRMC
City Secretary

Leon Valley Fire Department EMS Medical Director Contract

City of Leon Valley
City Council Meeting
March 15, 2016

Purpose

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.*

Purpose

- 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.

Background

The Medical Director provides a wide range of services:

- “On-line” medical direction by telephone on a 24/7 basis,
- Support in continuing education
- Quality assurance audits of patient care records
- Written standing orders (protocol) for use in the field until medical control contact is necessary
- pharmacology oversight and control

Background

- Dr. Donald Gordon has served as the City of Leon Valley's Medical Director since 1989.
- Originally, Dr. Donald Gordon served through the University of Texas Health Science Center – San Antonio.
- Dr. Gordon did not submit to the RFQ posted January 2016

Evaluation

- An RFQ was issued for service and posted January 10th and January 17th.
- The deadline to submit proposals was February 2, 2016.
- Two proposals were received: Dr. Gabriel Rodriguez, and Dr. Craig Manifold/University of Texas Health Science Center (UTHSC-SA).
- Based on the conditions of the RFQ, Dr. Manifold/UTHSC-SA were the only qualified submission received.
- Interviewed Dr. Manifold/UTHSC-SA on March 3rd

Qualifications

- Board Certified Emergency Physician – 17 years
- 6 + years as an EMS Medical Director
- Active Physician with Baptist Health and University Health Systems
- Colonel in United States Air Force
- Active Medical Director for regional Fire and EMS Agencies and San Antonio Airline.
- National Registry EMT Board of Directors
- Chair of the American College of Emergency Physicians EMS Committee
- Member of the Texas Emergency Preparedness Council
- Member of the Governors EMS and Trauma Advisory Committee
- Etc...

UTHSC-SA

- Regional leader in Emergency Medicine education
- Large network of resources on call
- Updates to Standard Medical Operating Procedures
- Ongoing Training
- Reporting and oversight/system management
- Support in community education and outreach – CPR
- Case studies and research innovation

Recommendation

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.

SEE Vision Statement

Social Equity – Providing the citizens with good customer service and quality care adds to the overall quality of life

Economic Development – Providing good emergency services promotes a better image, which may attract businesses and new residents

Environmental Stewardship – NA

Leon Valley Fire Department EMS Medical Director Contract

City of Leon Valley
City Council Meeting
March 15, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: March 15, 2016 **M&C #2016-03-15-07**
TO: Mayor and City Council
FROM: Luis Valdez, Fire Chief
THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Seeking 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.

PURPOSE

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 are 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.

FISCAL IMPACT

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.

RECOMMENDATION

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.

S.E.E. IMPACT STATEMENT

Social Equity – Providing the citizens with good customer service and quality care adds to the overall quality of life

Economic Development – Providing good customer service and improved emergency services promotes a better image, which may attract businesses and new residents

Environmental Stewardship – NA

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAGUE, TRMC
City Secretary

Leon Valley Fire Department /EMS EMS Billing and Debt Collection Services

City of Leon Valley
City Council Meeting
March 15, 2016

Purpose

Seeking 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.

Background

- 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.
- Linebarger, Goggan, Blair & Sampson LLP, Attorneys at Law, provide EMS debt collection services.
- 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.

Evaluation

- Three submissions were received and reviewed by the LVFD Review Board and were all rejected based on evaluation scoring criteria identified in the RFP.
- The LVFD Review Board are requesting authorization to publish an RFP for EMS Billing AND an RFP for EMS Debt Collection Services.

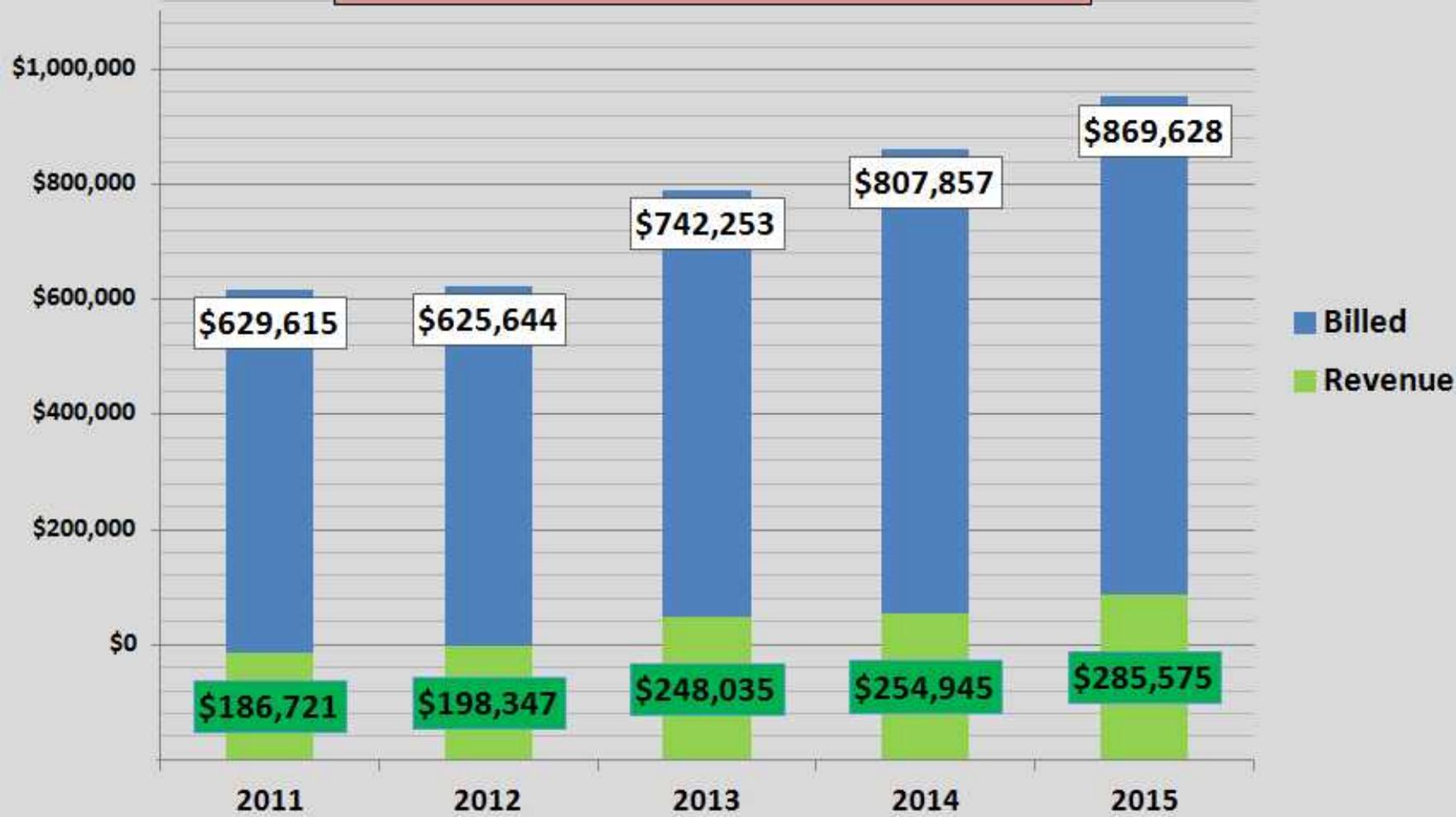
Evaluation

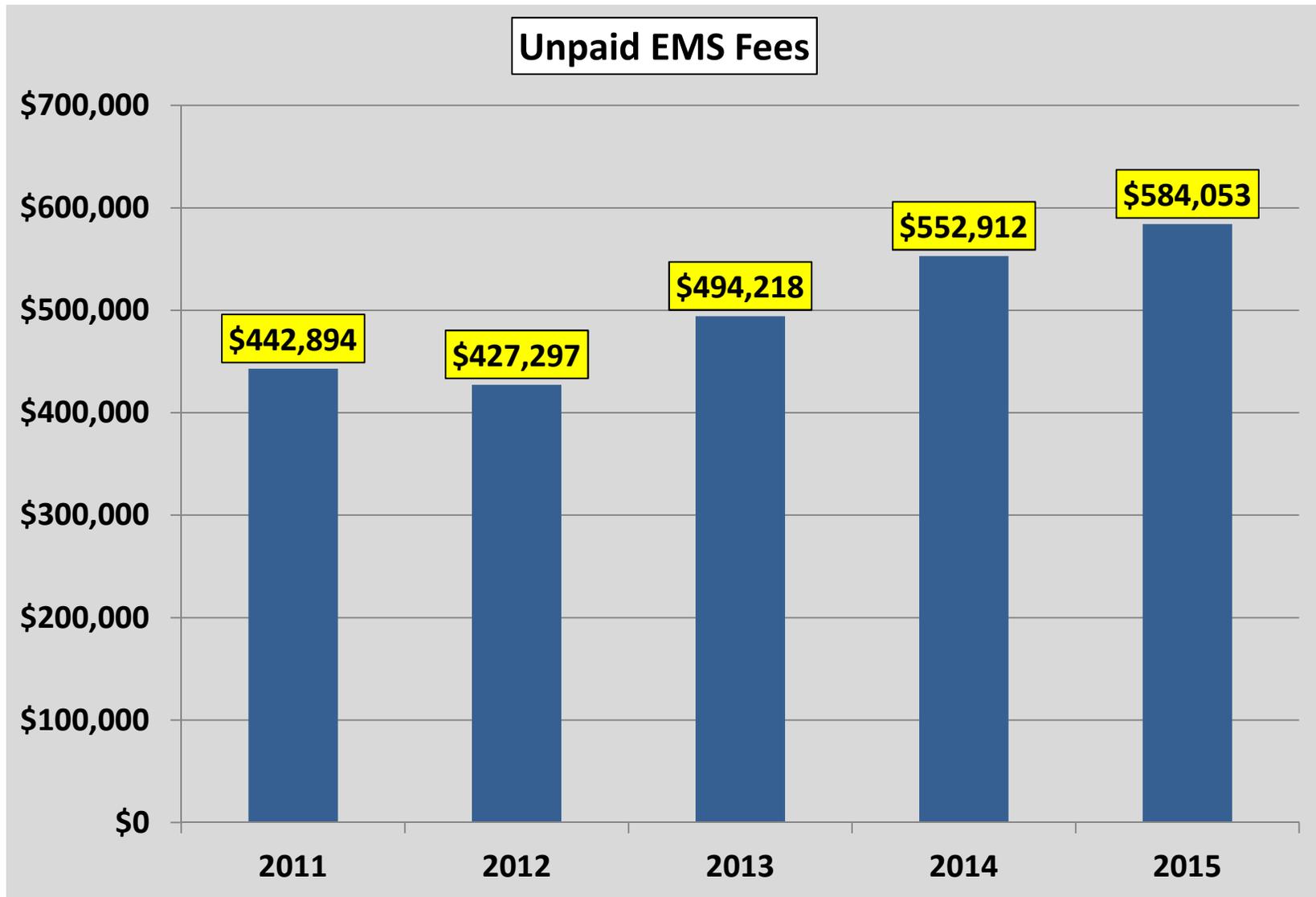
EMS Billing RFQ February 25, 2016	AMERIK	LIFE QUEST	INTERMEDIIX
LOWEST OVERALL COST - 20%			
<ul style="list-style-type: none"> • Percentage of gross collections • General Cost 	13	10	7
COMPLIANCE WITH TECHNICAL REQUIREMENTS - 35%			
<ul style="list-style-type: none"> • Completeness of response • Verification of requested technical information • Technical capability and financial resources for performance 	20	22	22
BILLING AGENCY COMPLETION - 15%			
<ul style="list-style-type: none"> • Billing agency provides audited financial reports • Proposed deliverables meet expectations 	5	10	12
EXPERIENCE AND REFERENCES - 18%			
<ul style="list-style-type: none"> • Verification of 5 required references • Record of performance with similar EMS provider • Possesses field collection data software 	7	10	11
BILLING COLLECTIONS & DELINQUENT ACCOUNT METHODOLOGY - 12%			
<ul style="list-style-type: none"> • Porcedures used in A/R management and deliquesnt accounts collections 	7	8	9
TOTAL (Possible 100 points)	40	60	61

Background

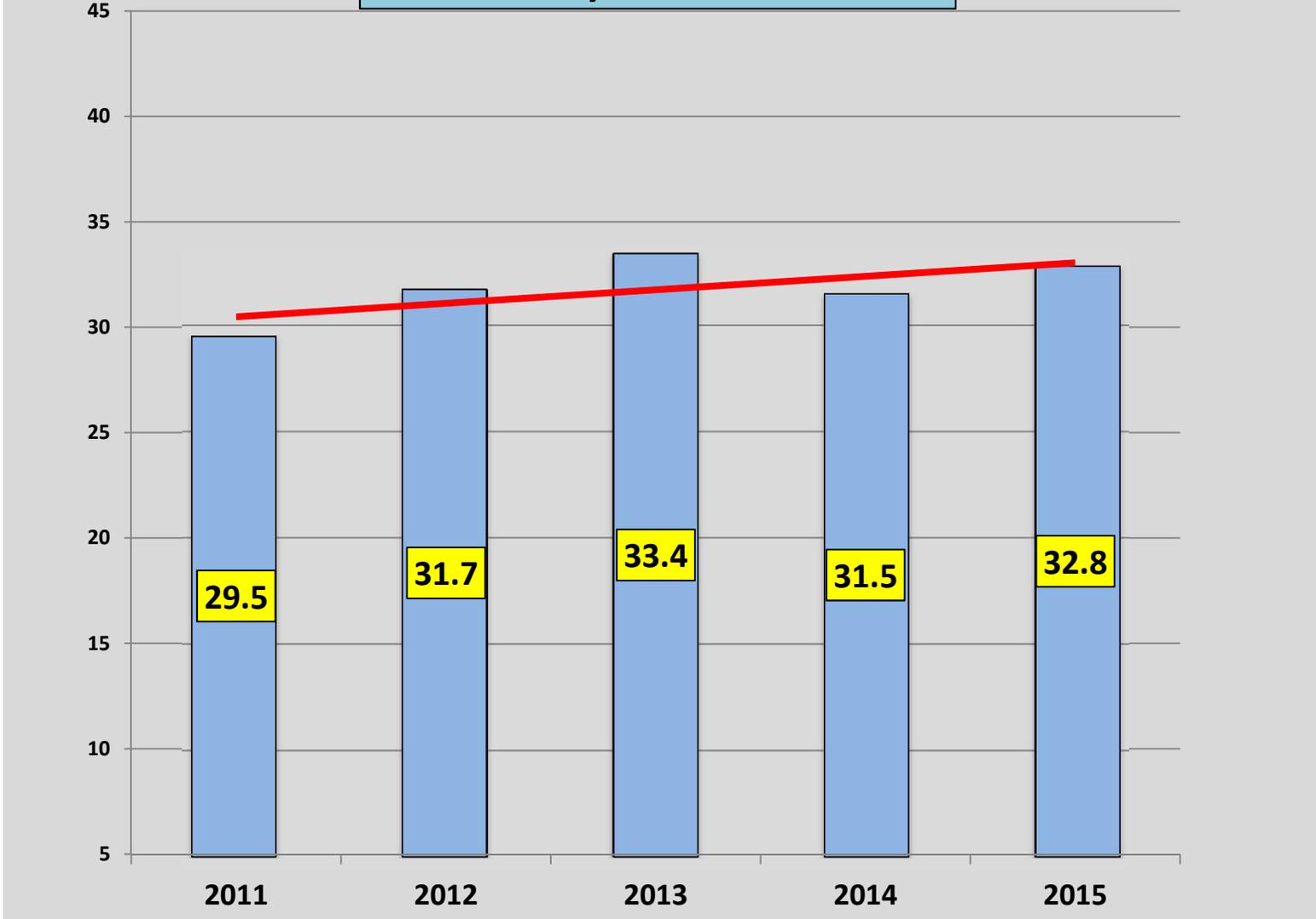
- **The EMS Division of the Fire Department has experienced an average 31% recovery of EMS fees, and a 3% recovery of debt collection, based on a 5-year analysis.**

Leon Valley EMS 5-year Revenue Analysis

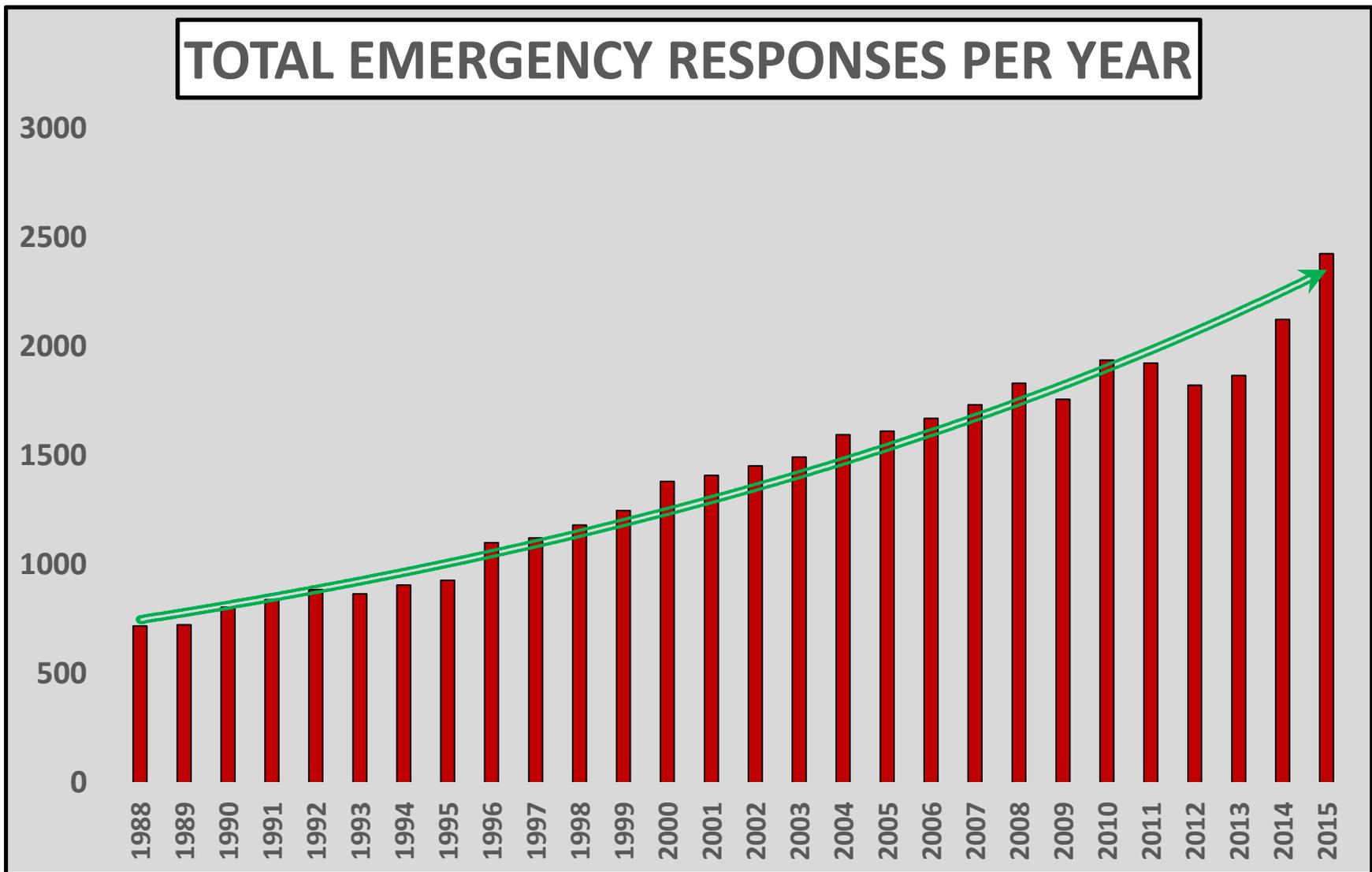




EMS Service Billing Collection Rate 5-year Trend

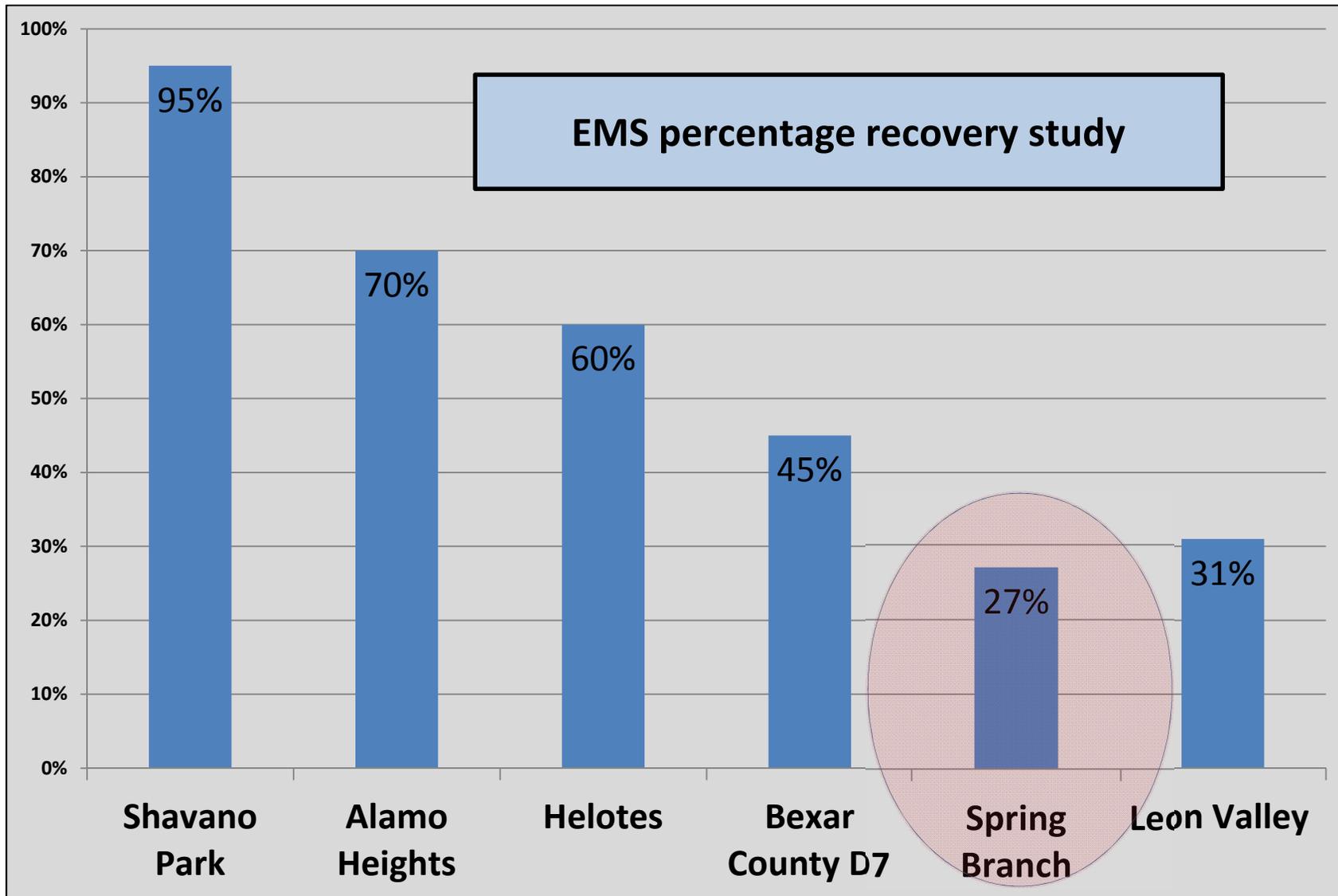


TOTAL EMERGENCY RESPONSES PER YEAR

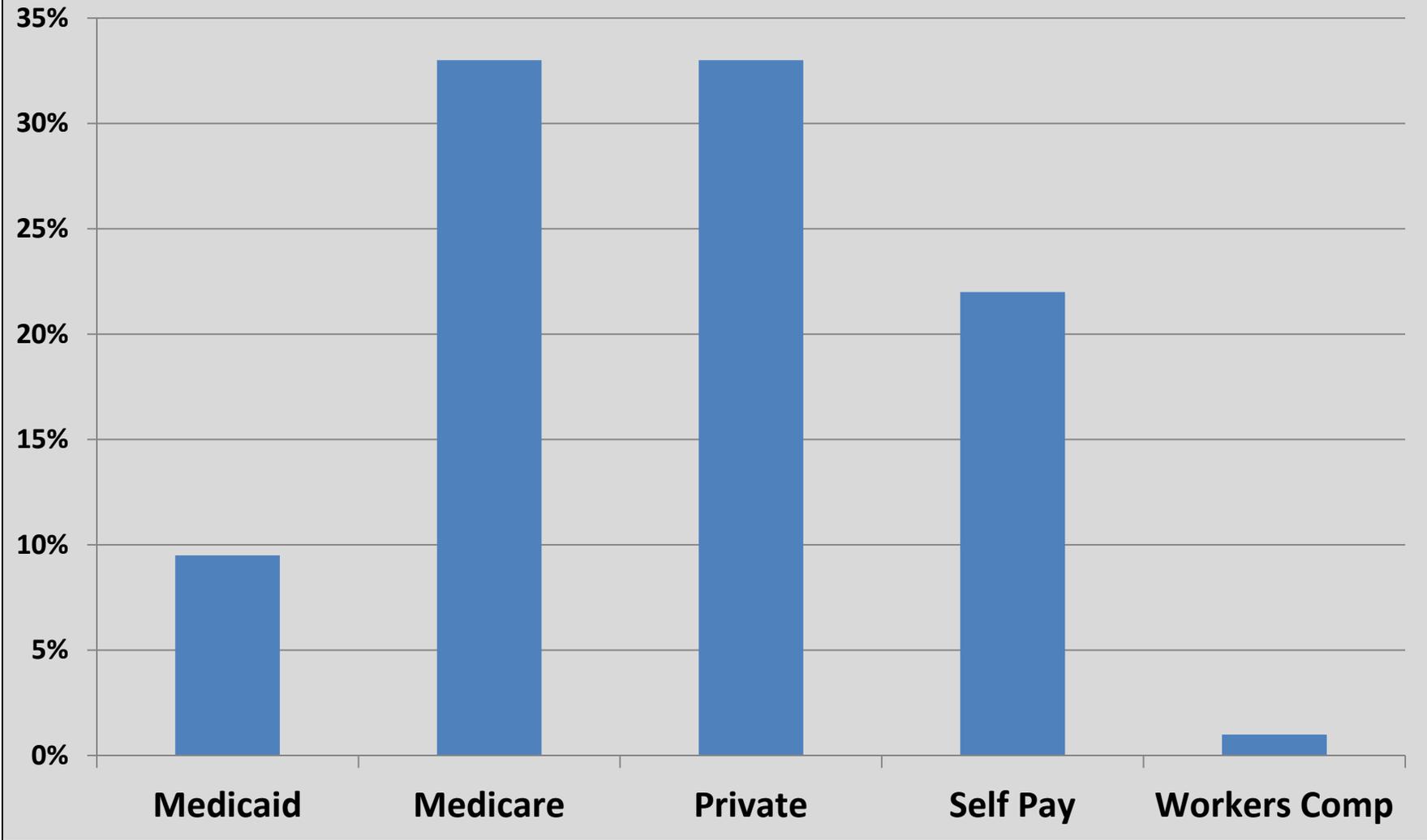


Summary

- Increase in EMS revenue is related to call volume, not improved performance of EMS billing services.
- Review from staff indicated that potential customer management groups most often do EITHER billing OR debt collection, but not both.



Leon Valley EMS Payer Mix



EMS Fee Study

Provider	Alamo Hts	Helotes	Shavano Park	Schertz	San Antonio	Leon Valley	Average
Response only	\$0	\$0	\$50	\$0	\$0	\$0	\$0
Response with Aid	\$206	\$116.50	\$100	\$200	\$100	\$125	\$141
Basic Life Support	\$750	\$597	\$450	\$1,210	\$950	\$550	\$751
Advanced Life Support I	\$850	\$676	\$525	\$1,440	\$950	\$650	\$848
Advanced Life Support II	\$1,050	\$839	\$700	\$1,600	\$950	\$750	\$981
Transport fee per mile	\$14.00	\$17.50	\$15	\$20	\$12	\$18	\$16
Non Resident Fee	\$100.00	\$116.50	\$100	\$0	\$100	\$150	\$94

Current management of delinquent accounts	
Linebarger & Assoc.	Admin. Assisstant (Zelda)
	Inbound billing phone customer service
	Review EMS bill charges
	Receipt in bill payments:
	Linebarger
	Walk-in customers
	Mail-in customers
	Insurance companies
	Manage/reconcile ledger:
	payments
	account balances
	EOM/annual reporting
	Research/review recommended for collection lists sent by
	Set up payment plans
	Report payments made to accounts in collection
Letter / legal notice to pay	***
Invoice for service	***
2015 (\$3276) 2014 (\$3492)	***
***	***
Does not take customer ph. calls, refers to---> LVFD	
Customers report rude phone representative	

Cost

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.

Recommendation

Seeking 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.

SEE Vision Statement

Social Equity – Providing the citizens with good customer service and quality care adds to the overall quality of life

Economic Development – Providing good customer service and improved emergency services promotes a better image, which may attract businesses and new residents

Environmental Stewardship – NA

Leon Valley Fire Department /EMS EMS Billing and Debt Collection Services

City of Leon Valley
City Council Meeting
March 15, 2016

ITEM 14a

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 10th day of February, 2016 at 5:30 p.m. at the Leon Valley Public Service Center, at 6427 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

REGULAR MEETING OF THE CITY OF LEON VALLEY

EARTHWISE LIVING COMMITTEE, 5:30 P.M.

1. Call the City of Leon Valley Regular Earthwise Living Committee Meeting to Order and Determine a Quorum is Present.

The meeting was called to order at 5:39pm. Present were Committee members Burnside, Ealy, Gomez, Hendricks, Key and Mayor Riley. Also present was Staff member Acuna.

2. Review and Consider Approval of the February 3, 2016 Regular Meeting Minutes.

Member Mayor Riley made a motion to approve the minutes. The motion was seconded by member Ealy, and the motion passed unanimously.

3. Discussion Regarding the March 5, 2016 Earthwise Living Day Event

Reports:

Member Ealy: Passed out a handout entitled "Natural Alternatives to Roundup are Quite Easy to Make". She would like to have it placed on the City's website. Solar Host clarified that they were with CPS. CPS will have one table inside and the tree give away outside. She will pick up Morgan's Wonderland donation. She has a source for pinecones for the Pinecone Birdfeeders and will pick up bags of bird seed. Leftover supplies from the pinecone birdfeeder will need to be checked.

Member Gomez reported that he added LV to his website and had had 7000 visitors.

Member Hendricks: Donation from Whataburger was turned in. Asked for clarification of SA Food Bank. It was decided that their table fee would be waived. They will be required to pay for a food permit if they give out food sample. She will continue to try to contact Lisa's owner to participate as a sponsor. She will ask the Boy Scouts from St Lukes to be food vendors. She will contact SA Blood Bank for their online registration information. It was suggested to have sign-up sheets at the Fire Department and City Hall.

Volunteers: 20 from Marshall High School and 7 from the Forest Oaks Garden Club.

Staff member Acuna: Sales tax will be required of all vendors who sell anything. Vendors may be referred to the Comptroller's Office. She reported that only one food vendor has registered and paid. Food trucks will be required to obtain the \$20 food permit. She has asked Grady's to participate as a food vendor. It was decided that banners will be placed at Evers@ Wurzbach and Callaghan@Babcock. She will contact the sign company. The budget was reviewed. Jason's Deli will have 500 cookie coupons and 4 gift bags ready after Feb. 15. Whole Earth Provisions donated 3 Yeti cups and 500 \$10 coupons. Member Hendricks will pick them up. Magnolia Pancake House has a donation. Member Key to check location for pick up. One presenter will need power point. Member Burnside to check with the UTSA speaker for his requirements.

Member Mayor Riley: Will send flyer to the Echo and contact Powerhouse Bakery. She will ask the Chamber to sell drinks. She reported that Valero cannot sponsor the event, but CST can be contacted for door prizes. Luby's Corp needs to be contacted for a donation of coffee. She will call VIA Bus. Member Gomez will contact restaurants located at Evers @ Wurzbach for possible food vendors.

The program flyer was reviewed. Member Ealy had changes for the 9:30 speaker. LV School will now have a Percussion Band. The Echo, SA Blood Bank, VIA Bus, Edwards Aquifer, and Earthwise Pest logos will be added. Items to be recycled will be added.

4. Adjourn

Member Key moved to adjourn the meeting and the motion was seconded by member Hendricks. The meeting was adjourned without objection at 7:07 p.m. The next meetings will be held on February 24 and March 2, 2016 at 5:30p.m.

Belinda Ealy
Co-Chair

March 2, 2016
Date

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 24th day of February, 2016 at 5:30 p.m. at the Leon Valley Public Service Center, at 6427 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

REGULAR MEETING OF THE CITY OF LEON VALLEY

EARTHWISE LIVING COMMITTEE, 5:30 P.M.

1. Call the City of Leon Valley Regular Earthwise Living Committee Meeting to Order and Determine a Quorum is Present.

The meeting was called to order at 5:43pm. Present were Committee members Burnside, Ealy, Hendricks, and Mayor Riley. Also present was Staff member Acuna.

2. Review and Consider Approval of the February 10, 2016 Regular Meeting Minutes.

Member Mayor Riley made a motion to approve the minutes. The motion was seconded by member Hendricks, and the motion passed unanimously.

3. Discussion Regarding the March 5, 2016 Earthwise Living Day Event

Reports:

Staff member Acuna: Hungry Badger Food Truck will participate. The Chamber will serve lemonade. Food vendor Sanchez will serve chicken on a stick and sausage on a stick. Member Burnside objected to the sausage and the committee agreed to inform her that she could not serve sausage. Lisa's Taco Hut will sponsor the breakfast tacos for vendors and volunteers. It was decided to order 50 potato and egg on corn tortillas, 50 bean and cheese on corn tortillas and 50 huevo a la mexicana on flour tortillas. Hot sauce will also be supplied. Banners have been hung at 2 street locations. Whole Earth Provisions donation is ready for pick up. Member Hendricks will pick it up. Academy has a gift card for donation. Member Ealy will pick it up. Trader Joe's donation needs a tax exempt letter delivered by a city staff member. It was decided to decline the donation. The Library plans to participate with 3 children's activities. Staff member Acuna suggested a children's activity corner for the Community Center. Pat Dubois, who sells recycled rice products would like to participate. The committee approved the vendor. Texas BBQ Company food truck is a possible food vendor. The truck contacted staff to discuss time of arrival and length of the food truck. Goodwill is undecided if a booth is needed. Staff member Acuna suggested a goody bag with Whole Earth Provisions coupon, Jason Deli cookie coupon, a pen along with other items for the volunteers and musical performers. Set up day is Friday March 4 and a member will need to stay until 7PM. Member Ealy volunteered to be present 3-7PM. Public Works will set up and attend event. Staff member Acuna reviewed how many employees will be present for the event and that the employees will be on overtime. She also told members that the City will need a list of all businesses etc that were asked for a donation, but a donation was not received. The article in the Lion's Roar was discussed.

Member Ealy: LV Café will participate and will sell waffles.

Member Mayor Riley reported that she contacted Luby's corporate offices for a coffee donation, but has not received a response. Member Hendricks will contact Rita's, Shipley's or Dairy Queen for a coffee donation and contact Sam's or Walmart for a fruit donation. Member Mayor Riley also asked that a member speak at the next City Council meeting. Member Ealy volunteered. It was suggest that the EWL budget be presented along with donation information regarding the SA Blood Bank.

Further discussion. Member Burnside will check the EWL shed for the Reduce, Recycle and Reuse banner. Available members will meet on Thursday to review what is in the shed. Members to do list included, updates to posters for sponsors, donations, door prizes, filling volunteer envelopes, fill pinecone bird feeder bags, make a list of supplies to buy for coffee, and purchase of fruit for volunteers. Member Hendricks will contact SA Food Bank regarding their registration form. She will also place blood donation flyers and sign up sheets at the Library, Fire Department, and Police Department. Staff member Acuna has placed a donation flyer and sign-up sheet at City Hall. Member Burnside will contact Dora Peralta regarding her registration form. Benny Martinez is providing a wireless microphone for the Conference Center. The floor plan for both Centers was discussed and finalized. The donation of plants from the Garden Center may be used as a thank you gift for the teachers and speakers. We have 34 volunteers for the event.

4. Adjourn

Member mayor riley moved to adjourn the meeting and the motion was seconded by member Hendricks. The meeting was adjourned without objection at 8:31 p.m. The next meetings will be held on March 2, 2016 at 5:30p.m.

Belinda Ealy

Co-Chair

March 2, 2016

Date

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
FEBRUARY 9, 2016 MEETING MINUTES**

The Park Commission of the City of Leon Valley, Texas met on the 9th day of February, 2016, at 7:00 p.m., at 6421 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: Linda Tarin, Carolyn Gabriel, Steve Parker, Belinda Ealy, Kathy Hill, Dorothy Humphrey, Jackie Walton, and Alternates Josue De La Torre and Danielle Bolton. Absent and excused was Commissioner Benay Cacciatore. Also present were Councilmember Monica Alcocer, City Staff member Melinda Moritz and residents Robert Jarzombek and Joe Pantuso. Introductions were made to and by Alternate Commission member Danielle Bolton.

2. Review and Approval of the January 12, 2015 Regular Park Commission Meeting Minutes.

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

3. Citizens to be Heard

None.

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

a. Discussion and Possible Recommendation: Park Variance Requests

1. San Antonio Astronomical Society – Use of Raymond Rimkus Park After Dark

Staff member Moritz gave a presentation regarding the variance request from the San Antonio Astronomical Association, for the use of Raymond Rimkus Park after sunset every Wednesday evening. She also explained the results of the survey that was sent to adjacent property owners. A member of the organization then explained their request in depth and the Association's purpose.

A general discussion was held on after hours use of the park, to include the changing needs of the community, lights versus no lights in the park, the radius used in calculating survey needs, and security at the event, the

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
FEBRUARY 9, 2016 MEETING MINUTES**

likelihood that the request may generate other requests for use of the park after hours.

A motion was made by Commissioner Parker that the request be granted with the provision that the group be allowed this use for 8 consecutive weeks, that the group report back to the Park Commission after the eight weeks were up, and that the request was consistent with the variance request procedures as written in the Park Ordinance.

A discussion was held on whether or not to charge a fee for park usage. It was decided that no fees would be assessed at this time.

Commissioner Walton seconded the motion and the motion passed unanimously.

2. Darrick Green, Communications Director – 4th of July Event

Staff member Moritz informed the Commission that Mr. Green had called and stated he was not able to attend this Park Commission meeting. A motion was made by Commissioner Hill to table the request to the March Regular Park Commission meeting. The motion was seconded by Commissioner Gabriel and the motion passed unanimously.

b. B. Bexar County Flood Control LC-17 Phase III Huebner Creek Update

Staff member Moritz gave a brief update on the Bexar County Flood Control LC-17 project. Chairman Christensen asked if there were any exhibits that could be presented to the Commission and Ms. Moritz stated that she did not have any at that time.

5. Commissioner and Staff Comments

Commissioner Ealy informed the Commission that she had printed up some flyers on an alternative to the vegetation control product called Roundup. She explained that this was done in an effort to provide a less harmful habitat city-wide for the Monarch butterflies. She also explained that hazardous household waste can be picked up at a residence by calling Waste Management and asking for the "To Your Door" service. She then reminded the Commission that the Earthwise Living Day event was to be held on March 5th, from 9 am to 2 pm, at

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
FEBRUARY 9, 2016 MEETING MINUTES**

the Community and Conference Centers, and encouraged them to attend. She stated that this year's theme was on health, nutrition, and wellness.

Commissioner Walton reported on the Community Events Committee's schedule of events for the next year, stating that the 4th of July fell on a Monday and would be held from 10 am to 10 pm; that September 11th had been reserved for Grandparent's Day concert; that the Fall Festival would be held from 3-9 pm at Raymond Rimkus Park, but a date had not yet been set; that the Holiday program would be held on December 5th at the Community Center grounds; and that the Beethoven Band would be held on December 11th at the Conference Center.

Commissioner Torre mentioned that he had been walking in the Natural Area Park and noticed numerous trees with low hanging branches needing to be cut back. He also noted that the trail needed additional signage. He thanked the Public Works Department for cleaning up the recent round of tagging.

Commissioner Bolton stated that she was happy to be on the Park Commission.

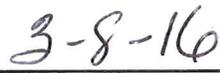
Chairman Christensen stated that he had received a request from the City Manager to choose a liaison to be on the Forest Oaks Pool Committee. Councilmember Alcocer stated that she hoped the Park Commission would choose someone that did not live in the Forest Oaks area. Chairman Christensen stated that he would actually like to have two liaisons, as one would fill in in case of absence. Commissioner Humphrey and Bolton both volunteered to be liaisons to that Committee. He then told the Commissioners that the next Regular Meeting of the Park Commission would be on March 8th and that a work day would be held at Raymond Rimkus Park on Saturday, March 12th, from 9:30 am to 11 am, to work the planting areas at the park.

6. Adjourn.

The Chairman thanked the Commission for their attendance and asked for a motion for adjournment. Commissioner Walton made the motion, which was seconded by Commissioner Humphrey, and the meeting was adjourned at 8:16 pm.



Roger Christensen - Chairman



Date

Minutes

Library Board of Trustees Meeting of

February 9, 2016 at 5:30pm at the Library

The Meeting was called to order by Acting Chairperson, Peggy Proffitt at 5:49 pm. Those present were Barbara Owens, Carol Poss, Peggy Proffitt, Heather Haskin, City Manager Kelly Kuenstler and Library Director Sandy Underwood. A quorum is present

There were no citizens to be heard.

A motion was made by Barbara Owens and seconded, by Heather Haskin that the minutes for the November 2015 meeting were approved as corrected and the minutes for the January 2016 meeting be accepted as presented. Unanimous approval.

The City Manager, Kelly Kuenstler, was introduced and welcomed.

The Library was presented the Texas Municipal Library Directors Association Award of Excellence in Libraries at the last Council Meeting. Of 551 public libraries in Texas, 42 won the award. Senator Menendez also presented a certificate of recognition for this.

The Teen Advisory Group is mainly the same bunch of kids, but they are working to expand awareness. We are working to update the Young Adult area and make it more teen friendly and defined as a Teen Area.

Policy Updates: The board voted on the previously presented policies of Collection Development and Meeting Room. There was discussion about weeding and book challenges and the importance of having these detailed policies. A motion was made by Carol Poss and seconded by Heather Haskin to approve the two policies as presented. Sandy passed out proposed policies on Patron Conduct and Reference for voting next month. The City Manager pointed out a concern in 3a of the conduct policy and suggested the Library Director, City Manager and City Attorney meet to word correctly before the Board votes on it next month. The importance of correct wording was emphasized as we have had issue with a man masturbating in the back area of the library, witnessed by a patron. This also put urgency on the issue of security cameras and the City Manager assured us this needs to be an addition.

Room Dedication Update: Discussion ensued regarding plaques at a cost of approximately \$100 each versus 3D lettering costing approximately \$450 each. Marcy Meffert donated \$300 toward signage as this was the estimate for plaques originally. Carol Poss said that the Friends group would cover any costs over the \$300 if we would like to do a plaque AND the 3D letters for each room. The Friends will also cover cost of food. It was also suggested we frame a picture of who

we are honoring and place by the plaques. Dates being considered are Saturday May 7 or Saturday May 14, at 2:30 pm. Families/Honorees will be contacted for final date.

Public Meetings will be held on Tuesday, February 23 from 6:30 – 7:30 pm and again on Saturday, February 27 from 10:30 – 11:30 am for the purpose of inviting the public for their input on our Strategic Plan.

Volunteer Recognition Event: City Event is Wednesday, April 6 at 6:00 pm for all Trustees.

Sandy discussed the confusion between the city and the library regarding Volunteers and recognition. The city was under the impression all library volunteers were invited to the Volunteer Dinner, when in fact it is only the Trustees. In future, we are going to discuss adding all our volunteers in for the dinner, but it was a bit late this year to change. Our event will continue this year with all City Officials formally invited. Due to the many activities within the city in April, we chose Saturday, April 9th at 2:30 pm for our recognition event. We will do as in prior years, however no alcohol will be served at the advice of our City Attorney. Sign ups for food will be available next meeting.

Director's Report: January Stats were passed out, showing circulation increasing still over last year's numbers. The library is going into budget and we are looking at projecting capital for new air-conditioning units as well as a security system. The Library is participating in Earthwise Living on Saturday, March 5 with recycled crafts, Dr. Seuss Themed due to his birthday that week.

Carol Poss reported that the last Friends book sale brought in \$185. Spring Book Sale Dates will be Friday March 4 and Saturday March 5, 10am – 6pm each day.

The next board meeting is scheduled for March 8, 2016.

There being no further business or announcements, Barbara Owens moved to adjourn the meeting, Carol Poss seconded the motion, motion approved and the meeting adjourned at 7:20 pm.


Approved



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

February 9, 2016

The meeting of the Leon Valley Zoning Commission convened at 6:35 p.m. on Tuesday, February 9, 2016, in the Conference Room at City Hall 6400 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance, Determination of a Quorum, Call Meeting to Order

Present were Chairman Olen Yarnell, and 1st Vice Chair Phyllis McMillan. Commissioner Pedro Esquivel, Larry Proffitt, Alex Jenicek, Greg Price, and Alternates Henry Diecker, Richard Blackmore and Jacque Conrad were in attendance. 2nd Vice Chair Hal Burnside was absent and excused. Also present was, the applicant Mr. Manuel Rubio Sr. and Mr. Manuel Rubio Jr., and Elizabeth Carol, Director of Community Development Department, acting as recording secretary.

II. Public Hearing Zoning Case #2016-029 - A request by Manuel Rubio G. Sr., applicant to rezone approximately 2.52 acres from B-3 Commercial District, Sustainability Zoning Overlay to B-3 Commercial District, being Lots 67 and 75, CB 5784, Leon Valley Additions Subdivision. Continued from January 26, 2016.

Staff provided an updated presentation on the applicant's request, outlining the changes that were addressed by the applicant, and explaining how Community Development has revised their recommendation. The Commissioners had a number of questions related to the applicant's proposal related to how the drainage would flow, the style of fencing being proposed, the scope of the landscaping and the color of the building.

Commissioner Price noted that the changes were great, but that there were critical elements of the Sustainability Overlay that he felt were overlooked, such as embodying the LEED design and a lower carbon footprint. Commissioner Proffitt, inquired if the intent was the same for both lots, perhaps the Zoning Commission could reconsider their recommendation on behalf of lot 67, partially if the developer would commit to the same style of project. Commissioner Diecker noted that the Commercial/Industrial Overlay was a great move, and would improve walkability; however these projects needed to be judged on a case by case basis.

1st Vice Chair Phyllis McMillan, noted that the Zoning Commission would need to vote to reconsider their findings from their January 26, 2016 meeting, then they could vote to discuss the item and then they can consider a motion related to lot 67. Commissioner Pedro Esquivel made a motion to reconsider the vote from the January 26, 2016 meeting, which was seconded by Commissioner Jenicek. The vote was 5-2, voting in favor, with Chairman Olen Yarnell,

Commissioner Pedro Esquivel, Alex Jenicek, Greg Price, and Henry Diecker in support; and voting no was 1st Vice Chair Phyllis McMillan and Commissioner Larry Proffitt.

Commissioner Greg Price then made a motion to re-discuss the applicants request associated with lot 67, which was seconded by Commissioner Pedro Esquivel. The vote was 5-1, with 1st Vice Chair Phyllis McMillan abstaining from the vote.

The Zoning Commission then discussed the alternative motion on behalf of Lot 75 to change the Sustainability Overlay to Commercial/Industrial Overlay. Commissioner Price made a motion to support the Alternative Request, based on the revisions that were provided by the applicant, the motion was seconded by 1st Vice Chair Phyllis McMillan and the vote was unanimous.

Commissioner Alex Jenicek, noted that the applicant is a long standing businessman in the community and if lot 67 were to be developed in a fashion that is consistent with lot 75, then he would be comfortable supporting the applicant's request. Commissioner Greg Price, questioned what would happen if the property were to be transferred to a different owner, and would the new owner honor the same request. Commissioner Larry Proffitt, then noted that the Sustainability Overlay was put in place for a reason and that each request should be considered after the applicant has demonstrated compliance, however the Zoning Commission could be committed to expediting future request. 1st Vice Chair Phyllis McMillan, then noted that she is not comfortable voting on a project that lacks substantive information, and recommended that the Zoning Commission preserve the current zoning, until a substantive application is provided to the city. Commissioner Greg Price then made a motion to deny the applicants request on behalf of Lot 67, which was seconded by Commissioner Larry Proffitt, and the vote was unanimous.

A motion was made by Commissioner Pedro Esquivel, and was seconded by Commission Greg Price to take a five minute break at 8:00.

The meeting reconvened at 8:12

III. Discussion on FY 16-17 Budget Drainage Improvement Projects.

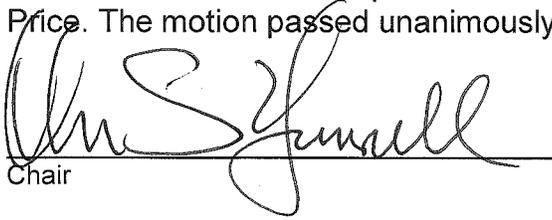
Chairman Olen Yarnell provided the Zoning Commission with a brief update on these projects, that the City Council is considering drainage improvements in the Monte Robles Neighborhood. He noted that the drainage projects provided to the City Council were not ranked in order of priority but rather the order they are identified in the Leon Valley Master Plan. The Zoning Commission reaffirmed their desire to continue monitoring of these public improvements.

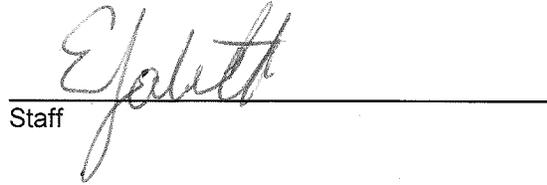
IV. Update and Discussion of the Master Plan Amendments

City Staff presented an updated of the Master Plan Amendment process and noted that the process is proceeding slowly. Staff then presented updates related to the Historic Component, demographics and began the Economic Development segments. There were some minor clarification; however given the late hour, the remaining portions of these items were postponed until the February 23rd Zoning Commission meeting.

V. Adjourn

Commissioner Pedro Esquivel made a motion to adjourn, seconded by Commissioner Greg Price. The motion passed unanimously and the meeting was adjourned at 9:18 p.m.


Chair


Staff



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

January 26, 2016

The meeting of the Leon Valley Zoning Commission convened at 6:32 p.m. on Tuesday, January 26, 2016, in the Training Room at the Leon Valley Fire Department at 6300 El Verde Road, Leon Valley, Texas.

I. Poll for Attendance, Determination of a Quorum, Call Meeting to Order

Present were Chairman Olen Yarnell, 1st Vice Chair Phyllis McMillan, 2nd Vice Chair Hal Burnside. Commissioner Pedro Esquivel, Larry Proffitt, Alex Jenicek, Greg Price, and Alternates Henry Diecker, Richard Blackmore and Jacque Conrad were in attendance. Also present was, Monica Alcocer, Council Place 3, the applicant Mr. Manuel Rubio and Elizabeth Carol, Director of Community Development Department, acting as recording secretary.

II. Approval of the October 27, 2015 Zoning Commission Minutes

After a brief discussion, First Vice Chair Phyllis McMillian made a motion to approve the minutes, and the motion was seconded by Commissioner Pedro Esquivel, and the motion passed unanimously.

III. Public Hearing Zoning Case #2016-029 - A request by Manuel Rubio G. Sr., applicant to rezone approximately 2.52 acres from B-3 Commercial District, Sustainability Zoning Overlay to B-3 Commercial District, being Lots 67 and 75, CB 5784, Leon Valley Additions Subdivision.

Chairman Yarnell introduced the item, and noted that he has both a business and civic relationship with the applicant, as does most of the community given the fact of Mr. Manuel Rubio's presence as a major business owner in the City. Chairman Yarnell noted that he reached out to the City Manager, for guidance, and Ms. Kuenstler noted that a conflict would exist only if the commissioner were to profit from such a relationship and in this situation that condition did not and does not exist between the Chairman and the applicant.

Staff provided a presentation on the applicant's request, and the Chair opened the public hearing and invited the applicant to address the Zoning Commission. The applicant indicated that he has purchased lot 75 to expand his existing operation to accommodate parking, vehicle storage, rental cars and the maintenance department. He indicated that he would like to rezone lot 67 and has a potential buyer in mind. After the applicant's presentation, the Chair closed the Public Hearing.

The Commissioners had a number of questions related to the applicant's proposal and how the Leon Valley Sustainability Overlay Standards would apply related to parking lot, landscaping, vehicle storage, and detention pond. The Zoning Commission also expressed concerns related to aesthetic and environmental factors. The applicant then offered to forgo his application on behalf of lot 67 and bring back to the Zoning Commission a revised exhibit on behalf of lot 75.

Commissioner Larry Proffitt made a motion to recommend denial of the applicants rezoning request on behalf of lot 67 and preserve the Sustainability Overlay District, which was seconded by Vice Chair Phyllis McMillian and was passed by a unanimous vote.

The applicant then requested that a special meeting be set, so that he would not have to wait until the end of February for a response from the Zoning Commission as it relates to lot 75. Commissioner Hal Burnside made a motion for the rezoning request on behalf of lot 75 be continued until Februarys 9th Zoning Commission meeting; which would allow the applicant the opportunity to submit a site plan. The motion was seconded by Commissioner Greg Price, and passed by a unanimous vote.

A motion was made by Commissioner Pedro Esquivel, and was seconded by Commission Greg Price to take a five minute break at 8:47.

The meeting reconvened at 9:02

IV. Discussion on FY 16-17 Budget Drainage Improvement Projects.

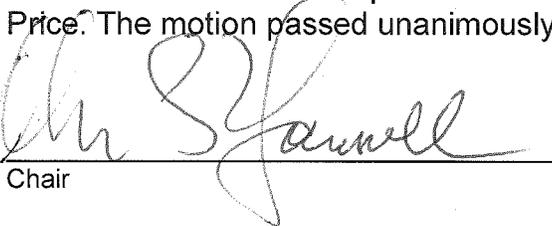
Commissioner Proffitt walked the Zoning Commission through the Budget Drainage Improvement Projects spreadsheet and the Commissioners discussed their role in the budget process and the need to ensure that the City Council is aware of these concerns.

V. Update and Discussion of the Master Plan Amendments

City Staff presented an updated of the Master Plan Amendment process and noted that the process is proceeding slowly. Staff then presented updates related to the Historic Component of the Master Plan and there was some minor clarification; however given the late hour, the remaining portion of this item was postponed until the February 9th Special Zoning Commission meeting.

VI. Adjourn

Commissioner Pedro Esquivel made a motion to adjourn, seconded by Commissioner Greg Price. The motion passed unanimously and the meeting was adjourned at 10:04 p.m.


Chair


Staff