



**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, May 03, 2016

AGENDA

1. **5:30 P.M.** Call to order.
2. Meet in executive session pursuant to Section 551.071 of the Texas Public Information Act, *Consultation with Attorney*, to meet with its attorney on a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Public Information Act, regarding legal issues and litigation update related to the City of Leon Valley Economic Development Corporation. *(Roxann Pais Cotroneo, City Attorney)*
3. Reconvene into Regular Session and take action on issues discussed in Executive Session if necessary.
4. Adjournment.

**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, May 03, 2016

AGENDA

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

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

7. Presentation and performance evaluation report regarding Helotes Emergency Dispatch Services. **M&C #2016-05-03-01 (L. Valdez and R. Lacy).**
8. Presentation of the July 4th Event. **M&C #2016-05-03-02 (K. Flores).**

CONSENT AGENDA

9. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) April 19, 2016 Special City Council Meeting
 - b) April 19, 2016 Regular City Council Meeting
 - c) April 23, 2016 Coffee with the Mayor and City Council
10. Approval of Quarterly Investment Report for the quarter ended March 31, 2016. **M&C #2016-05-03-03 (V. Wallace).**
11. Discussion and possible action on the appointment of Brigid Cooley as "Alternate" to the Library Board of Trustees, and Catherine Rodriguez to the Community Events Committee. **M&C #2016-05-03-04 (S. Passailaigue)**

REGULAR AGENDA

12. Consider, discuss and possible action on a Petition for the Closure of One End of Hodges Street. **M&C #2016-05-03-05 (M. Melinda).**
13. Consider, discuss and possible action on approval of a Request by the San Antonio Astronomical Association for a Variance to Article 1.09 Parks and Recreation, Section 1.09.008 Park Resource Usage, to Allow the Use of the Large Parking Lot at Raymond Rimkus Park on Wednesdays, from Dusk to 10:30 PM, For the Purpose of Stargazing, For an Indefinite Period of Time - Mr. Matt Rottman. **M&C #2016-05-03-06 (M. Moritz).**
14. Consider, discuss and possible action on the final overview which includes the Capital Project Municipal Bond and other funds used for the project. **M&C #2016-05-03-07 (V. Wallace).**
15. Consider, discuss and possible action on the Library Strategic Plan 2016 – 2020. **M&C #2016-05-03-08 (S. Underwood).**
16. Consider, discuss and possible action on City Council holding a Business Meeting from 5-7 p.m. **M&C #2016-05-03-09 (K. Kuenstler).**
17. Consider, discuss and possible action on City Council holding quarterly meetings with the City of Leon Valley Economic Development Corporation (LVEDC), the Leon Valley Area Chamber of Commerce (LVACC) and the Leon Valley Historical Society (LVHS). **M&C #2016-05-03-10 (K. Kuenstler).**
18. Consider, discuss and take action to adopt a resolution to approve the issuance by the Danbury Higher Education Authority of its education revenue bonds (Riverwalk Education Foundation, Inc.) Series 2016 for purposes of Section 147(f) of the Internal Revenue Code. **M&C #2016-05-03-11 (R. Cotroneo).**

19. City Manager’s Report:

- a) Approved Minutes from Boards, Commissions and Committees
- b) Future Agenda Items:
 - Sign Ordinance LED
 - Hand Gun Policy
- c) Upcoming Important Events:
 - Room Dedication Ceremony, Leon Valley Public Library, Saturday, May 7, 2016, 2:30 p.m. to 4:00 p.m.
 - Special City Council Workshop on Drainage Study, Council Chambers, Saturday, May 7, 2016, 11:30 a.m. to 1:30 p.m.
 - Annual Pet Parade, Saturday, May 14, 2016, 9:00 a.m. to 11:00 a.m.
 - City Council Orientation, Council Chambers, Friday, May 20, 2016, 8:30 a.m. to 11:30 a.m.
 - Neighborhood Renewal Program (NRP), Saturday, May 21, 2016, 7:30 a.m. to Noon.

20. Citizens to be heard.

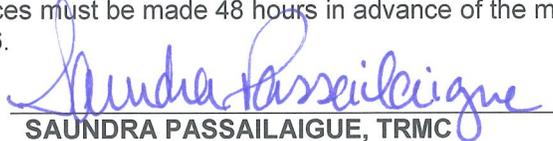
21. Announcements by the Mayor and Council Members. At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday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

22. Adjournment.

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

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

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, on April 29, 2016 at 10:15 a.m. and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign 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



MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016

M&C#: #2016-05-03-01

TO: Mayor and Council

FROM: Luis Valdez, Fire Chief
Randall Wallace, Police Chief

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Presentation and performance evaluation report regarding Helotes Emergency Dispatch Services.

PURPOSE

To provide an update and performance evaluation of Helotes emergency dispatch services. This evaluation includes technology, staffing, training and general service delivery as identified from staff's evaluation and recommendation.

This presentation will provide a summary of the evaluation, and include any changes or modifications from the original intent of service delivery.

FISCAL IMPACT

The contract for emergency dispatch services was awarded to the City of Helotes. The cost of the service was \$135,000 and approved in the FY16 budget.

STRATEGIC GOALS

N/A

SEE LEON VALLEY

Social – Partnership with dispatch center will work to enhance the life safety of the public.
Economic – NA
Environmental – NA

RECOMMENDATION

None

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Emergency Dispatch Update

City of Leon Valley

May 3, 2016



Purpose

- Presentation and performance evaluation report regarding Helotes Emergency Dispatch services.

Fire

- No experienced delay in Fire or EMS services
- No interruption or poor experience in technology services
- Have improved to National Incident Management System (NIMS) fire and ems incident command structure in our communication response
- Transitioned to Mutual Aid identifier “159” to better identify Leon Valley units when working with mutual aid companies
- Dispatch has ridden-out and trained with staff
- Very responsive to operational needs

Police

- No interruption or poor experience in technology services
- Dispatch ride-out and train with staff
- PD staff has trained at Helotes operation center
- Very responsive to operational needs

Changes

- Bexar-Metro 911 removed and re-assigned hardware that supports 911 call routing and processing from LV Center
- Backup Dispatch services are still available through the REOC



Changes

- Helotes can still use LV Dispatch center as a backup.
 - Re-route 911 calls to county and relay
 - Re-route all TLETS, other police inquiries
- Regional Emergency Operations Center (REOC), is more capable and appropriate.
- LV dispatch center area can support local events; emergency operations, and training.

Changes

- A dedicated non-emergency Leon Valley phone was originally presented and discussed by all parties during review.
 - However, phone calls are being answered and callers are being directed.
- Greeting has been reported as, “Police and Fire Dispatch” vs. “Leon Valley Police and Fire Dispatch”.
- This would be the same in Bexar County or other large-scale call center.
- We have asked for this to be changed as discussed.

Summary

- Overall great experience in service delivery
- Responsive to needs
- Participation in quarterly training
- Technology and equipment are working great
- Training and technology integration continues
- Continue to work towards procedural improvements
 - Integration of EMD with new EMS Medical Director

Emergency Dispatch Update

City of Leon Valley

May 3, 2016



MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016 **M&C # 2016-05-03-02**
TO: Mayor and Council
FROM: Kristie M. Flores, Communications Director
THROUGH: Kelly Kuentler, City Manager
SUBJECT: Provide an update on the 4th of July Festival & Fireworks Spectacular and Review the Budget for the Event

PURPOSE

The purpose of this update is to notify City Council of the activities and entertainment that have been secured for the 2016 4th of July event.

SEE LEON VALLEY

Social Equity – Is demonstrated by the City by providing outstanding recreational amenities for residents and visitors to the 4th of July event and encourages collaborative participation by residents, businesses and stakeholders in a large-scale family friendly event honoring America’s Independence and the Military.

Economic Development – The City’s festivals exhibit a distinctive and welcoming identity providing opportunities to market and brand the City for potential developers, businesses and/or residents.

Environmental Stewardship – Will be demonstrated by stakeholders onsite educating regarding recycling and sustainability,

FISCAL IMPACT

The 4th of July budget is \$46,000.

Revenues

- Sponsorship checks/commitments - \$35,500.
- Booth revenues - \$3,866.
- Other potential revenues - \$7,000.

Preliminary Expenditures

- Approximately \$60,307.
- Personnel Overtime/FICA \$12,445.

STRATEGIC GOALS

The initiative is specific to Strategic Goal 1 “Economic Development” which encourages promoting the City and creating positive branding for the City.

RECOMMENDATION

A recommendation is not applicable as this is the 4th of July event status update.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



**4th of July Parade, Festival &
Fireworks Spectacular
2016**

Pioneer Firecracker 5K – Kick Off Event 8am – 6613 Bandera Rd Co-Sponsoring w/Historical Society



Parade

10am – 7420 Huebner Rd

Partnering with LDS Church





2016 Leon Valley Fourth of July Parade Route

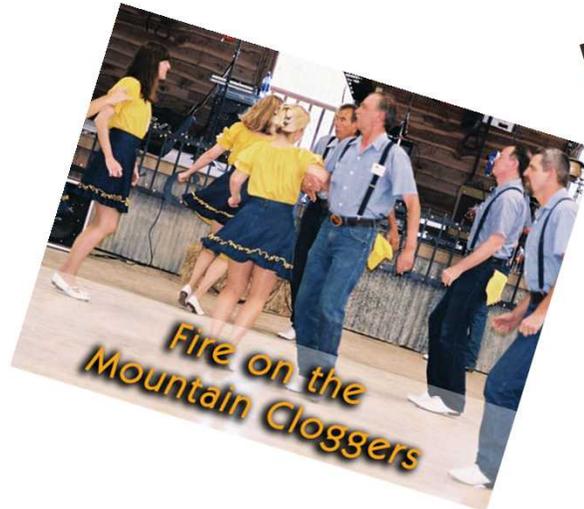
FOOD/FUN



- 19 Food Vendors
- 4 Food Trucks
- 7 Craft/Activity Booths
- 2 Recycle tents
- 1 Navy booth/tent



ENTERTAINMENT





MINGO FISHTRAP



CARNIVAL 12pm-9pm



Wristbands

Pre-Sale \$10 beginning June 1st

On-Site \$15 July 4th

pre-sale location LV City Hall



Fireworks
Spectacular
By Starlight
Fireworks

OTHER

- Safety Foremost
 - testing fireworks
 - new location
(opens parking comm/conf center & adds more “wow” factor)
 - completely fenced off for safety
- Many moving parts/coordination
 - Departments: FD, PD, PW & Outside Partners

**City of Leon Valley – Raymond Rimkus Park
July 4, 2016 Display Location Proposed Option**



**STARLIGHT FIREWORKS & FX LLC,
512.801.5492**

OTHER

Shuttles (all day long opposite routes)

- Two (2) All Star Shuttles
- 56 passenger vehicles



OTHER

Parking Areas

- Bandera Bowl
- Leon Valley Elementary
- St. John's Baptist
- DPS Center
- Church of Latter Day Saints
- NW Little League

LEON VALLEY 4TH OF JULY FESTIVAL & FIREWORKS SPECTACULAR

FREE & OPEN TO ALL!

Monday, July 4th, 2016
Raymond Rimkus Park
6440 Evers Road
Leon Valley, Texas
10am-Dusk

- ★ Pioneer 5K Walk/Run – 8am
(6613 Bandera Rd)
- ★ Parade – 10 am
(7420 Huebner Rd)
- ★ Opening Ceremonies – 12pm
(6440 Evers Rd)
- ★ Food, Drinks, Music, Carnival,
Pony Rides & Fun All Day
- ★ Musical Guests: *Allan Hendrickson,*
Finding Friday & featuring Mingo Fishtrap
- ★ FIREWORKS FINALE at Dusk

**NO OUTSIDE
FOOD OR
BEVERAGES
ALLOWED**

Media Sponsor:



FOR INFORMATION VISIT WWW.LEONVALLEYTEXAS.GOV or CALL 210.684.1391 x 234



Sponsorships by Amount

- Leon Valley Storage \$10,000
 - Leon Valley EDC \$10,000
 - CPS Energy \$10,000
 - Ancira \$2,500
 - HEB \$1,000
 - Randolph Brooks FCU \$1,000
 - Miracle Body & Paint \$1,000
- *Booth Rental Revenues \$3,866

GRAND TOTAL OF \$39,366



Revenue Breakdown

REVENUES

2016 BUDGET	46,000.00	
LVEDC	10,000.00	
HEB	1,000.00	
ANCIRA	2,500.00	
UHL'S STORAGE/LV STORAGE	10,000.00	
RBFCU	1,000.00	
Miracle Paint & Body	1,000.00	
CPS Energy	10,000.00	
Booth Revenue	3,866.00	
SPONSORSHIP TOTAL	39,366.00	
BUDGET + SPONSORSHIPS	85,366.00	
OTHER POTENTIAL REVENUE		
Wristband revenue	4,000.00	**
Beverage Sales	3,000.00	**
TOTAL	7,000.00	
BUDGET+SPONSOR+OTHER	92,366.00	

**amounts NOT finalized

Expense Breakdown

<u>EXPENSES</u>	<u>NAME</u>	<u>AMOUNT</u>	
	Fireworks	-15,000.00	
	Mingo Fishtrap	-5,500.00	
	Finding Friday	-1,600.00	
	Allan Hendrickson	-1,000.00	
	COSA Mobile Stage	-1,150.00	
	Corean Gonzales	-430.00	
	Fire on the Mountain Cloggers	-100.00	
	Dinosaur George	-150.00	
	Portable Restrooms	-1,567.70	
	Star Shuttles (2)	-2,159.00	
	Port O Cool	-950.00	
	Carnival	-11,000.00	**
	Advertising/Signs	-3,000.00	**
	Lights (exit park)	-800.00	**
	Sound & Lighting	-4,800.00	**
	Oriental trade - 4th of July Flags, Pins, Fans	-1,400.00	**
	electrician/generator	-4,000.00	**
	Booths	-2,200.00	**
	temp fence	-3,500.00	**
	EVENT EXPENSES	-60,306.70	
	PERSONNEL OT/FICA	-12,445.00	
	TOTAL EXPENSES	-72,751.70	

**amounts NOT finalized



<u>EXPENSES</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>REVENUES</u>	
	Fireworks	-15,000.00	2016 BUDGET	46,000.00
	Mingo Fishtrap	-5,500.00		
	Finding Friday	-1,600.00	LVEDC	10,000.00
	Allan Hendrickson	-1,000.00	HEB	1,000.00
	COSA Mobile Stage	-1,150.00	ANCIRA	2,500.00
	Corean Gonzales	-430.00	UHL'S STORAGE/LV STORAGE	10,000.00
	Fire on the Mountain Cloggers	-100.00	RBFCU	1,000.00
	Dinosaur George	-150.00	Miracle Paint & Body	1,000.00
	Portable Restrooms	-1,567.70	CPS Energy	10,000.00
	Star Shuttles (2)	-2,159.00	Booth Revenue	3,866.00
	Port O Cool	-950.00	SPONSORHIP TOTAL	39,366.00
	Carnival	-11,000.00 **		
	Advertising/Signs	-3,000.00 **	BUDGET + SPONSORSHIPS	85,366.00
	Lights (exit park)	-800.00 **		
	Sound & Lighting	-4,800.00 **	OTHER POTENTIAL REVENUE	
	Oriental trade - 4th of July Flags, Pins, Fans	-1,400.00 **	Wristband revenue	4,000.00 **
	electrician/generator	-4,000.00 **	Beverage Sales	3,000.00 **
	Booths	-2,200.00 **	TOTAL	7,000.00
	temp fence	-3,500.00 **		
	EVENT EXPENSES	-60,306.70		
	PERSONNEL OT/FICA	-12,445.00	BUDGET+SPONSOR+OTHER	92,366.00
	TOTAL EXPENSES	-72,751.70		
	BUDGET AMOUNT LESS EXPENSES	-26,751.70		
	BUDGET+SPONSORS LESS EXPENSES	12,614.30		
	BUDGET+SPONSORS+OTHER REVENUES LESS EXPENSES	19,614.30		

**amounts NOT finalized

CONTACT INFORMATION

Visit Leon Valley website (www.leonvalleytexas.gov) for more information or call:

Kristie Flores
210-684-1391 x234
k.flores@leonvalleytexas.gov

Information Launch:

- Vendor Application (craft vendors only)
- Vendor Information
- Parade Participation Application
- Flyer
- Event Schedule





**4th of July Parade, Festival &
Fireworks Spectacular
2016**



**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, April 19, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 19th day of April, 2016 at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

SPECIAL CITY COUNCIL MEETING

Call to order.

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

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Council Members David Edwards, Monica Alcocer, Benny Martinez and David Jordan. Council Member Carmen Sanchez was excused from the Special Meeting. City Manager Kelly Kuenstler was also excused for a training event in Austin, TX.

Also in attendance were:

ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Roxann Pais Cotroneo, Police Chief Randall Wallace, Finance Director Vickie Wallace, Assistant Finance Director Wesley Jackson and Assistant Public Works Director David Dimaline.

Consideration of bids relating to the sale of obligations designated as “City of Leon Valley, Texas combination tax and limited pledge revenue Certificates of Obligation, Series 2016”, consideration and approval of financial advisor’s recommendation concerning this matter; and other matters in connection therewith. Presenter - Anne Burger Entrekin, First Southwest. M&C #2016-04-19-01 (V. Wallace).

Ms. Anne Burger Entrekin of First Southwest presented the item. Attorney Lauren Ferrero of Norton Rose Fulbright was introduced by Ms. Entrekin.

On February 16, 2016 the Council approved a Resolution authorizing and approving publication of notice of intention to issue certificates of obligation for: (1) constructing,

acquiring, purchasing, renovating, enlarging, and improving the City's utility system; (2) constructing street improvements (including utilities repair, replacement, and relocation), curb, gutters, sidewalk improvements, drainage, and landscaping incidental; (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects. The Certificates were offered for sale at competitive bidding with bids due prior to 11:00 AM, Tuesday, April 19, 2016. Council must now officially accept the Financial Advisor's recommendation concerning the acceptance of the bids relating to the sale of the Obligations designated as "City of Leon Valley, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series, 2016.

A motion by Council Member Benny Martinez and seconded by Council Member Monica Alcocer that the City Council accept the financial advisor's recommendation concerning the acceptance of bids relating to the sale of obligations designated as "City of Leon Valley, Texas combination tax and limited pledge revenue Certificates of Obligation, Series 2016". Upon a vote of four (4) and none (0) opposed and with Council Member Sanchez being absent, the motion past.

Consideration and approval of an ordinance authorizing the issuance of "City of Leon Valley, Texas combination tax and limited pledge revenue Certificates of Obligation, Series 2016"; providing for the payment of said certificates by the levy of an ad valorem tax upon all taxable property within the city and further securing said certificates by a lien on and pledge of the pledged revenues of the system; providing the terms and conditions of said certificates and resolving other matters incident and relating to the issuance, payment, security, sale, and delivery of said certificates, including the approval and distribution of an official statement pertaining thereto; authorizing the execution of a paying agent/registrar agreement and an official bid form; complying with the requirements of the letter of representations previously executed with the depository trust company; authorizing the execution of any necessary engagement agreements with the city's financial advisors and/or bond counsel; and providing an effective date. M&C #2016-04-19-02 (V. Wallace).

Finance Director Vickie Wallace presented the draft ordinance and Attorney Lauren Ferrero of Norton Rose Fulbright, Bond Counsel to the City was present and available for questions.

On April 19, 2016 Council accepted the Financial Advisor's recommendation concerning the acceptance of the bids relating to the sale of the Obligations designated as "City of Leon Valley, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series, 2016. Council must now adopt an Ordinance authorizing the issuance of "City of Leon Valley, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series, 2016

A motion by Council Member Benny Martinez and seconded by Council Member David Jordan that the City Council adopt an ordinance authorizing the issuance of “City of Leon Valley, Texas combination tax and limited pledge revenue Certificates of Obligation, Series 2016”. Upon a vote of four (4) and none (0) opposed and with Council Member Sanchez being absent, the motion past.

Adjournment

Mayor Riley announced the meeting adjourned at 6:48 p.m.

These minutes approved by the Leon Valley City Council on the 3rd of May, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

DRAFT



**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, April 19, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 19th day of April, 2016 at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

Call to order, Determine a Quorum is Present.

Mayor Riley called the Regular City Council Meeting to order at 7:05 p.m. Mayor Riley welcomed everyone and introduced City Attorney Clarissa Rodriguez; and then led the Pledge of Allegiance.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Council Members David Edwards, Monica Alcocer, Carmen Sanchez, Benny Martinez and David Jordan. City Manager Kelly Kuentler was excused for a training event in Austin, TX.

Also in attendance were:

Assistant City Manager/Human Resource (ACM/HR) Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Roxann Pais Cotroneo, Assistant Public Works Director David Dimaline, Community Development Director Elizabeth Carol, Assistant Fire Chief Billy Lawson.

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.

Presentation of San Antonio River Authority “Who We Are” by Stephen T. Graham, P.E., CFM.

Steve Graham, P.E., CFM, San Antonio River Authority (SARA) Assistant General Manager gave a presentation titled “Who We Are and What We Do”. Mr. Graham said that the services that SARA provides are: watershed engineering, environmental science, environmental investigations, watershed and park operations, and utility and community assistance/outreach. SARA’s vision is to inspire actions for healthy creeks and rivers and their mission is to protect and enhance our creeks and rivers.

Presentation of Proclamation of Appreciation to Donald Gordon, PhD, MD for thirty years of service to the City of Leon Valley.

Mayor Riley presented Donald Gordon, PhD, MD with a proclamation in honor of his thirty years of service to the City of Leon Valley. Assistant Fire Chief Billy Lawson and LVFD staff presented Dr. Gordon with a plaque, a LVFD shirt and an engraved pen. Dr. Gordon was accompanied by his family, friends and former LVFD staff members.

Presentation of Earth Day Proclamation by Mayor Chris Riley.

Mayor Riley read aloud the Earth Day Proclamation.

CONSENT AGENDA**Approval of City Council Minutes. (S. Passailaigue)****a) April 05, 2016 Regular City Council Meeting**

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve Consent Agenda Item #10 (April 05, 2016 Regular City Council Meeting) as amended. Upon a unanimous vote, Mayor Riley announced the motion carried.

REGULAR AGENDA**Consider, discuss and possible action on the adoption of the San Antonio River Authority's Leon Creek Water Shed Master Plan. M&C #2016-04-19-03 (E. Carol).**

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to postpone this item to the May 03, 2016 City Council meeting in order to get an updated master plan and to allow other key staff to attend. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action adopting Freeboarding provisions and related ordinance to Chapter 3, "Building Regulations," Article 3.03, "Flood Damage Prevention". M&C #2016-04-19-04 (E. Carol).

Community Development Director Elizabeth Carol, who is also a Certified Floodplain Manager, presented this item informing the City Council that the City of Leon Valley's current Flood Damage Prevention Article was reviewed and compared to the best practice standards provided by the Federal Emergency Management Agency (FEMA) Community Rating Systems Coordinator's manual. Freeboarding provides additional protection for property owners by requiring all finish floor elevation to be one foot above the Base Flood Elevation and eight inches above adjacent grade. This update works to improve the City of Leon Valley's position in preparation for earning a higher rating through the National Flood Insurance Program survey, which will provide a discounted percentage of flood insurance premiums to Property Owners of Leon Valley. Community Development Director Carol concluded the presentation saying that staff recommends an amendment to Chapter 3, "Building Regulations," Article 3.03, "Flood Damage Prevention" to include Freeboarding. This would only apply to new structures and remodels.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to adopt the Freeboarding provisions and related ordinance to Chapter 3, "Building Regulations," Article 3.03, "Flood Damage Prevention. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action setting forth the Leon Valley Community Pool Operating Policy for 2016 Swimming Season. M&C #2016-04-19-05 (D. Dimaline).

Assistant Public Works Director David Dimaline presented this item saying that the City of Leon Valley owns and operates the community pool located at 6600 Strawflower. Currently, the City contracts with San Antonio Pool Management to oversee operations of the pool, which includes the staffing of adequate life guards, maintaining water quality, and monitoring user activity. Maintenance of the grounds and any repairs are performed by the Public Works Department. During the past two swimming seasons, the City of Leon Valley has not received any complaints regarding water quality or safety issues; however the City did receive complaints last season regarding groups from outside Leon Valley using the pool, some crowding during weekends, and vandalism to vending machines occurred. The operating budget for the Community Pool for Fiscal Year 2016 is \$60,052. This was included in the General Fund portion of the adopted Fiscal Year 2016 budget. Assistant Public Works Director Dimaline said staff recommends for the Fiscal Year 2016 swimming season: (1) the City continues to contract with San Antonio Pool Management, (2) Operate with the same schedule as last season with the pool opening at 12:00 p.m., closing at 8:00 p.m., and closed Mondays unless of a holiday, (3) Operate the community pool free for Leon Valley residents, the Marlins swim team, and City employees only. Recommendation #3 will require Leon Valley residents to show proof of address by driver's license or utility bill. This will be verified by San Antonio Pool Management at the gate entrance. Residents would be allowed up to eight guests per visit. The community's swim team, the Marlins, would continue their practices at the pool before noon, during the week. This presentation was followed by discussion.

- Maria Gamboa, 6815 Forest Meadow, suggested the use of card type identification for pool entry.
- Olen Yarnell, 7230 Sulky Ln., asked that the Council simplify the process for pool entry.
- Belinda Ealy, 7314 Canterfield, spoke about her experience managing a pool.

ACM/HR Director Crystal Caldera suggested that Leon Valley citizens come to City Hall and that the cashiers would be able to verify residency and issue a laminated pool card.

Council Member Benny Martinez suggested allowing four (4) guests per household.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez, to operate the Leon Valley swimming pool for citizens only with each household being allowed five (5) guests per visit and with the City staff providing a means of identifying citizens and issuing a wristband or card for pool entry. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action to coordinate with the Office of Representative Joaquin Castro and the United States Post Office to designate 78238 as the only zip code for Leon Valley. M&C #2016-04-19-06 (C. Caldera).

ACM/HR Director Crystal Caldera presented this item for the purpose of discussion and consideration on moving forward with a process to designate 78238 as the only zip code in Leon Valley. There have been ongoing issues for the residents of Leon Valley that have a 78240 Zip code, dealing with mail not being delivered, mail not being delivered timely and driving to IH10 to DeZavala to retrieve packages. The US Postal Service outlined the process in a letter dated March 14, 2016. The process is as follows: 1. Submit a request in writing with any rationale and justification to the Rio Grande District Manager; 2. After the request is received the following will occur: a) An operational review will be conducted to determine if the request is feasible (no cost and/or operationally prohibitive); b) If the operational review deems the request to be feasible, a customer survey will be conducted for those customers, both residential and business, that would be impacted by the proposed change; c) If the customer survey is positive (a simple majority of the responses received in favor of the request), the request would be implemented as soon as operationally feasible; and d) If the customer survey is negative (a simple majority of the responses received opposed to the change), the request would be denied and the City of Leon Valley would be prohibited from requesting a review for 10 years. ACM/HR Director Caldera said that staff recommends submitting a request for the Post Office to amend the zip code of the Leon Valley residents that have a 78240 Zip Code to 78238.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Edwards, to direct staff to proceed with the letter to the Post Office to amend the zip code of the Leon Valley residents that have a 78240 Zip Code to 78238. 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:**
 - **Sign Ordinance LED**
 - **Hand Gun Policy**
 - **Total funding cost of New City Hall Complex and Fire Department**
- c) Upcoming Important Events:**
 - **Coffee with the Mayor and City Council, Saturday, April 23, 2016, 9:00 a.m. to 11:00 a.m. at the Leon Valley Conference Center**
 - **Room Dedication Ceremony, Leon Valley Public Library, Saturday, May 7, 2016, 2:30 p.m. to 4:00 p.m.**
 - **Annual Pet Parade, Saturday, May 14, 2016, 9:00 a.m. to 11:00 a.m.**
 - **City Council Orientation, Council Chambers, Friday, May 20, 2016, 8:30 a.m. to 11:30 a.m.**
 - **Neighborhood Renewal Program (NRP), Saturday, May 21, 2016, 7:30 a.m. to Noon.**

ACM/HR Director Caldera presented the City Manager's Report and announced the upcoming City events.

Mayor Riley pointed out a correction on the agenda for the April 23rd Coffee with the Mayor and Council agenda. The Presentation for Drainage Studies will be rescheduled for a special meeting on May 7th at the Conference Center.

Citizens to be heard.

None.

Announcements by the Mayor and Council Members.

Council Member David Edwards thanked everyone for coming to the meeting and hollered, "Go Spurs Go!"

Council Member Carmen Sanchez said that she and City Manager Kuenstler attended an HOA meeting at Pavona Place and that she has heard nothing but positive comments about the City's manager. She also said that the VIA Vision presentation was very informative.

Council Member Monica Alcocer thanked everyone for coming and also said "Go Spurs Go!"

Council Member Benny Martinez announced that the Leon Valley Area Chamber of Commerce would have their monthly luncheon at 11:00 a.m. on April 21st at Grady's Barbeque. He then wished his wife a happy anniversary.

Mayor Riley served on a panel for traffic congestion at UTSA and the information was just amazing!

Adjournment

Mayor Riley announced the meeting adjourned at 8:58 p.m.

These minutes approved by the Leon Valley City Council on the 3rd of May, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY



COFFEE WITH THE MAYOR AND CITY COUNCIL
Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Saturday, April 23, 2016

MINUTES

The Leon Valley City Council hosted a citizen meeting at the Leon Valley Conference Center on Saturday, April 23, 2016.

The meeting began at approximately 9:05 a.m.

Mayor Chris Riley, Council Members David Edwards, Carmen Sanchez, Benny Martinez, and David Jordan. Council Member Monica Alcocer was excused.

City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, and City Secretary Sandra Passailaigue were also in attendance.

Discussions took place individually with residents on topics of general interest, to include but not limited to:

- a. Presentation for Drainage Studies – Public Works Director Melinda Moritz
- b. Other Issues from Citizens

Mayor Riley announced that the presentation for Drainage Studies was postponed due to a scheduling conflict for the speaker. This presentation will be held at an upcoming Special City Council Workshop at a date and location to be announced as soon as possible.

The meeting adjourned at approximately 11:03 a.m.

These minutes approved by the Leon Valley City Council on the 3rd of May, 2016.

APPROVED

CHRIS RILEY
Mayor

ATTEST: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: May 03, 2016 **M&C #2016-05-03-03**
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Approval of Quarterly Investment Report for the quarter ended March 31, 2016.

PURPOSE

Approval of the Quarterly Investment Report for the quarter ended March 31, 2016.

SEE LEON VALLEY

Social - To ensure compliance with the Public Funds Investment Act of 1987. The Public Funds Investment Act of 1987 (PFIA) established rules and regulations for governmental entities to follow for the proper investment of public monies. The City's investment program is conducted to accomplish the following objectives, listed in priority order.

A. Safety

The primary objective of the City's investment program is the preservation and safety of principal in the overall portfolio. Each investment transaction shall seek first to ensure that capital losses are avoided, whether they are from security defaults or erosion of market value.

B. Liquidity

The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements; thereby avoiding the need to liquidate investments under adverse market condition. It is the intent of the City to invest its funds to maturity.

C. Diversification

The investment portfolio will be designed to limit risk by avoiding the concentration of assets with a specific maturity, with a specific issuer, or in a specific class of securities.

D. Yield

A fundamental rule of investing is that risk equals return. The City has deliberately established a low risk threshold to protect its financial resources and ensure that cash is available when needed. The City will invest idle cash at the highest possible rate of return, consistent with the objectives and provisions of this policy, and in compliance with state and federal laws governing the investment of public funds.

Economic - N/A

Environmental - N/A

FISCAL IMPACT

None.

STRATEGIC GOALS

N/A

RECOMMENDATION

Approve Quarterly Investment Report for the quarter ended March 31, 2016.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE
City Secretary

City of Leon Valley, Texas
Quarterly Investment Report
January 1, 2016 – March 31, 2016

May 3, 2016

Honorable Mayor Riley and City Council Members:

The Quarterly Investment Report for the City of Leon Valley, Texas for the quarter ended March 31, 2016 is hereby submitted.

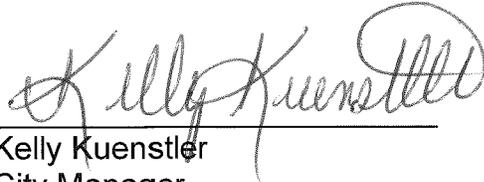
The current depository bank for the City is Frost National Bank. Only enough funds to meet current obligations are being maintained at this bank. All excess funds are invested as allowed by the City's Investment Policy.

For the quarter, TexPool's average monthly rate ranged between .3273% and .2674%, compared to the quarter ended December 31, 2015 yield of between .0966% and .1863 %. In comparison, 13-week U.S. Treasury Bills ranged between .35% and .20% for the quarter.

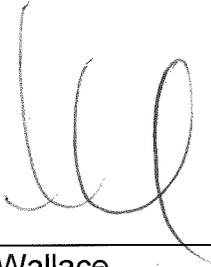
A cash flow analysis is made to determine the cash liquidity needs of the City. The City must have ready access to liquid cash to provide for day-to-day business needs, accounts payable, payroll, and capital projects. Short-term dollars are maintained in checking accounts, investment pools, or certificate of deposits. As of March 31, 2016 the City had \$8,293,087.98 in its investment portfolio.

Bank accounts are insured by a combination of FDIC insurance and pledged securities maintained at the Federal Reserve Bank. U.S. Treasuries and Agencies are guaranteed as to principal and interest by the full faith and credit of the United States of America. TexPool's Liquid Asset Portfolio seeks to maintain a net asset value of \$1.00 per unit invested to preserve the principal of all pool participants.

This report is in full compliance with the investment strategies as established by the City of Leon Valley Investment Policy and the Public Funds Investment Act.



Kelly Kuenstler
City Manager



Vickie Wallace
Finance Director

**CITY OF LEON VALLEY, TEXAS
 INVESTMENT PORTFOLIO SUMMARY
 FOR THE QUARTER ENDED MARCH 31, 2016**

<i>FUND</i>	<i>VALUE BY TYPE OF INVESTMENT</i>		<i>INTEREST EARNED FOR QUARTER</i>	<i>TOTAL</i>
	<i>INVESTMENT POOL</i>	<i>CERTIFICATE OF DEPOSITS</i>		
GENERAL FUND	\$ 5,252,252.75	\$ -	\$ 4,106.44	\$ 5,252,252.75
ENTERPRISE FUND	\$ 2,460,113.00	\$ -	\$ 1,830.04	\$ 2,460,113.00
COMMUNITY CENTER	\$ 71.28	\$ -	\$ -	\$ 71.28
POLICE FORFEITURE TRUST	\$ 236,782.68	\$ -	\$ 176.15	\$ 236,782.68
STREET SALES TAX	\$ 343,162.77	\$ -	\$ 255.27	\$ 343,162.77
CAPITAL PROJECT FUND	\$ 705.50	\$ -	\$ 488.54	\$ 705.50
		\$ -		\$ -
TOTAL INVESTMENT PORTFOLIO AS OF 03/31/16			\$ 3,750.22	\$ 8,293,087.98

**GENERAL FUND
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED MARCH 31, 2016**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/15	151400005			1.000	\$ 4,048,146.31	\$ 4,048,146.31
01/31/2016	151400005	\$ 1,501,124.84	\$ -	1.000	\$ 5,549,271.15	\$ 5,549,271.15
02/29/2016	151400005	\$ 501,402.89	\$ -	1.000	\$ 6,050,674.04	\$ 6,050,674.04
03/31/2016	151400005	\$ 1,578.71	\$ 800,000.00	1.000	\$ 5,252,252.75	\$ 5,252,252.75
TOTAL TEXPOOL AS OF 03/31/16						\$ 5,252,252.75

**ENTERPRISE FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2016**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 06/30/15	151400003			1.000	\$ 2,458,282.96	\$ 2,458,282.96
01/31/2016	151400003	\$ 558.30	\$ -	1.000	\$ 2,458,841.26	\$ 2,458,841.26
02/29/2016	151400003	\$ 588.10	\$ -	1.000	\$ 2,459,429.36	\$ 2,459,429.36
03/31/2016	151400003	\$ 683.64	\$ -	1.000	\$ 2,460,113.00	\$ 2,460,113.00
TOTAL TEXPOOL AS OF 03/31/16						\$ 2,460,113.00

**COMMUNITY CENTER
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2016**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/15	151400001				\$ 71.28	\$ 71.28
01/31/2016	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
02/29/2016	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
03/31/2016	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
TOTAL TEXPOOL AS OF 03/31/16						\$ 71.28
TOTAL COMMUNITY CENTER INVESTMENT PORTFOLIO AS OF 9/30/15						\$ 71.28

**POLICE FORFEITURE TRUST ACCOUNT
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2016**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/15	151400008			1.000	\$ 236,606.53	\$ 236,606.53
01/31/2016	151400008	\$ 53.73	\$ -	1.000	\$ 236,660.26	\$ 236,660.26
02/29/2016	151400008	\$ 56.60	\$ -	1.000	\$ 236,716.86	\$ 236,716.86
03/31/2016	151400008	\$ 65.82	\$ -	1.000	\$ 236,782.68	\$ 236,782.68
TOTAL TEXPOOL AS OF 03/31/16						\$ 236,782.68
TOTAL POLICE FORFEITURE INVESTMENT PORTFOLIO AS OF 9/30/15						\$ 236,782.68

**STREET TAX
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2016**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER ACCOUNT</i>	<i>SHARES PURCHASED SHARES</i>	<i>SHARES REDEEMED SHARES</i>	<i>PRICE PER SHARE PRICE PER</i>	<i>SHARES OWNED SHARES</i>	<i>MARKET VALUE MARKET</i>
AS OF 12/31/15	151400005			1.000	\$ 342,907.50	\$ 342,907.50
01/31/2016	151400005	\$ 77.89	\$ -	1.000	\$ 342,985.39	\$ 342,985.39
02/29/2016	151400005	\$ 82.00	\$ -	1.000	\$ 343,067.39	\$ 343,067.39
03/31/2016	151400005	\$ 95.38	\$ -	1.000	\$ 343,162.77	\$ 343,162.77
TOTAL TEXPOOL AS OF 03/31/16						\$ 343,162.77

TOTAL STREET TAX INVESTMENT PORTFOLIO AS OF 03/31/16	\$343,162.77
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**CAPITAL PROJECT FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2016**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/15	151400013			1.000	\$ 1,162,216.96	\$ 1,162,216.96
01/31/2016	151400013	\$ 237.26	\$ 500,000.00	1.000	\$ 662,454.22	\$ 662,454.22
02/29/2016	151400013	\$ 158.42	\$ -	1.000	662,612.64	662,612.64
03/31/2015	151400013	\$ 92.86	\$ 662,000.00	1.000	\$ 705.50	\$ 705.50
TOTAL TEXPOOL AS OF 03/31/16						\$ 705.50
TOTAL CAPITAL PROJECT INVESTMENT PORTFOLIO AS OF 03/31/16						\$ 705.50

MAYOR AND COUNCIL COMMUNICATION

DATE: May 03, 2016 **M&C # 2016-05-03-04**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Discussion and possible action on the appointment of Brigid Cooley as “Alternate” to the Library Board of Trustees, and Catherine Rodriguez to the Community Events Committee.

PURPOSE

This agenda item will allow the City Council to consider a resolution appointing members and alternates to the City Council’s boards, committees, and commissions.

FISCAL IMPACT

None

S. E. E. IMPACT STATEMENT

Social Equity – The City will encourage collaborative participation by its residents, businesses and stakeholders. The City’s citizens participate by serving on boards, committees, and commissions. This encourages transparency, communication, and accountability.

Environmental – Not applicable

Economic Development – Not applicable

APPROVED: _____DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING BRIGID COOLEY AS "ALTERNATE" TO THE LIBRARY BOARD OF TRUSTEES, AND CATHERINE RODRIGUEZ TO THE COMMUNITY EVENTS COMMITTEE..

WHEREAS, The City of Leon Valley deemed it necessary to create boards, commissions and committees composed of volunteers from the community to perform specific functions for the City.

WHEREAS, these boards, commissions and committees are invaluable to the City Council for their expertise, insight, and dedication to the City of Leon Valley.

WHEREAS, the City Council of Leon Valley empowers these boards, commissions and committees to make decisions affecting the citizens and the future of the City.

WHEREAS, the individuals currently filling the boards, commissions and committees have performed admirably and honestly for the benefit of the City of Leon Valley and its citizens.

WHEREAS, the City Council formally appoints and sets the term for the following individual to their respected board or commission:

BRIGID COOLEY – Library Board of Trustees "Alternate"

CATHERINE RODRIGUEZ – Community Events Committee

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

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 3rd day of May, 2016.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016 **M&C #2016-05-03-05**

TO: Mayor and City Council

THROUGH: Kelly Kuenstler, City Manager

FROM: Melinda Moritz, Public Works Director

SUBJECT: Consideration and Possible Action on a Petition for the Closure of One End of Hodges Street.

PURPOSE

The purpose of this Communication is to consider a petition by Mr. and Mrs. Rey Mercado, Jr., and other property owners along Hodges Street, to close one end of their street.

Staff has received a petition from Mr. and Mrs. Rey Mercado to close one end of Hodges Street. Of the fifteen (15) total properties, the petition has signatures from 10 of those property owners, along with a notation that one additional verbal agreement was also received, which equates to 66%, or 73% of the property owners, if the verbal agreement is verified.

The petition states that the street has become a pass through for vehicles going to and from Bandera and Evers Roads, endangering families and pets. It further states that the vehicles cutting through are exceeding the posted 30 mph speed limit, and that large delivery trucks also use this street as a pass through. They feel these issues have created a critical safety issue for their neighborhood.

This street is a part of the S.R. Hodges subdivision, which is comprised of both Hodges and Althea streets, which were platted in 1950's. At that time, this neighborhood was considered to be rural. Both streets are substandard, with limited right-of-way, and not designed for high traffic volume or speed.

An alternative to closing one end of the street is to install speed humps. A traffic count was conducted that indicates the majority of vehicles on Hodges are traveling between 21 and 25 miles per hour and that an average of 126 vehicles travel down the street one way. If doubled, this only amounts to 252 vehicles per day, which does not meet the minimum requirement for speed humps. The speed hump policy does have a variance provision for traffic counts. The City Council could grant a variance to the policy to allow the installation of speed humps, if the residents are able to obtain signatures from 90% of the total property owners in that subdivision.

If City closes one end of Hodges, Althea Drive will most likely become the next cut through street. The Fire Chief does not recommend closing the street as this action could cause a violation of the Fire Code. The City would have to construct a cul-de-sac and there is probably not enough room. The City Engineer does not agree with closing the street for the same reason.

FISCAL IMPACT

- Closing the street would cost approximately \$30,000 +/- and would most likely require some arrangements with the City of San Antonio.
- Speed hump assemblies and signage cost approximately \$4500.

Recommendation

Options:

1) Deny the request to close one end of the road.

A. Ask the petitioners to provide the required 90% property owner signatures as per the Speed Hump Policy. Once received, the City Council could grant a variance to the daily traffic count requirements and install speed humps on Hodges.

B. Poll the property owners of Althea for their agreement with granting a variance to the speed hump policy daily traffic count as stated above, to install speed humps on both streets.

2) Other

S.E.E Statement

Social Equity – Providing the citizens with additional safety measures adds to the overall quality of life.

Economic Development – Reducing perceived and potential dangers from traffic situations promotes overall health, safety, and welfare image of City, which may attract businesses and new residents.

Environmental Stewardship – Reducing flow through traffic in this area will protect the existing small stream by reducing the amount of pollutants entering the stream, which is then carried to creeks and rivers, thereby improving water quality.

APPROVED: _____DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Attachments: Petition
Traffic count

Mayor and City Council of Leon Valley Texas,

The residents of Hodges Drive are petitioning to have one side of our street closed to incoming traffic, due to the safety of its residents. Our street has become a pass through for vehicles and it is becoming a safety hazard for residents, especially the children that reside in this neighborhood. Our neighborhood is made up of families with children and the elderly and we are concerned for our safety.

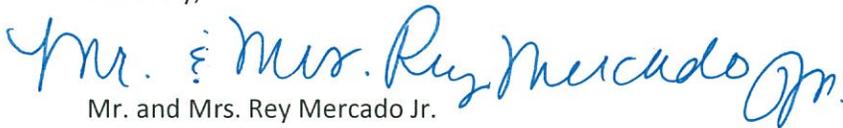
Over the years Hodges Drive has been engulfed in the surrounding local business and is has become a pass through for many vehicles instead of using the frontage road of Bandera or Callaghan Road. This has now become a serious safety issue for the families of this neighborhood. The vehicles that pass through our street do not observe a 35 mile per hour speed limit but rather speed through the neighborhood. In addition, local business trucks use our street as a pass through to get to their destinations quickly and avoid the traffic on Bandera, Callaghan, and Evers Road. Companies such as Dominoes, UPS, and Federal Express just to name a few.

We cannot continue to ignore that this has become a very critical safety issue for this neighborhood.

We would appreciate a time to meet to discuss this in further detail in order to get this issue resolved in a timely manner.

Thank you for reviewing this petition and we look forward to discussing this matter soon.

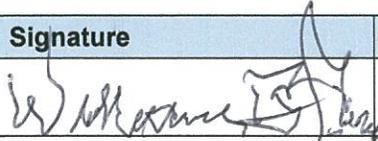
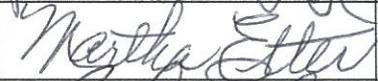
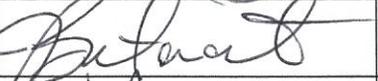
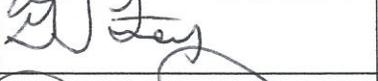
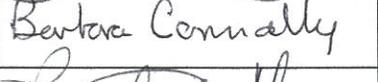
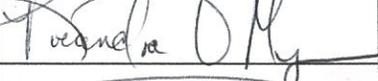
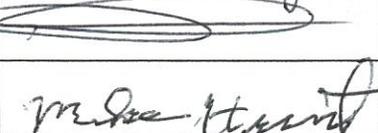
Sincerely,

A handwritten signature in blue ink that reads "Mr. & Mrs. Rey Mercado Jr." The signature is written in a cursive style with a large initial 'M' and 'R'.

Mr. and Mrs. Rey Mercado Jr.

Petition to Make Hodges a Dead End Street

Petition summary and background	The residents of Hodges Drive are petitioning to have one side of our street closed to incoming traffic due to the safety of its residents. Our street has become a pass through for vehicles and it is becoming a safety hazard for residents and especially the children that reside in this neighborhood. Our neighborhood is made up of families with children and elderly families and we are concerned for our safety.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to make Hodges Drive a dead end street for the safety of its residents.

Printed Name	Signature	Address	Comment	Date
Mr Phelps		4900 Hodges Drive		
Guadalupe Villanueva	verbal approval	4901 Hodges Drive		
Mr. and Mrs Rey and Lelani Mercado		4904 Hodges Drive		
Mrs. Martha Etter		4905 Hodges Drive		2-20-16
Mr. Jimmie Bustamante		4908 Hodges Drive		
Mr and Mrs. Mary and Guenther Freitag		4909 Hodges Drive		
Mr and Mrs. Rey and Evelyn Mercado		4912 Hodges Drive		
Mrs. Barbara Connally	Barbara Connally	4913 Hodges Drive	this cars are able to travel this street in 45 seconds	2-20-16
Mr. and Mrs. Rosandra and Jaime Meza		4920 Hodges Drive		
Mr. Philip Wilkes		4921 Hodges Drive		
Mr. Mike Hunt		4924 Hodges Drive		

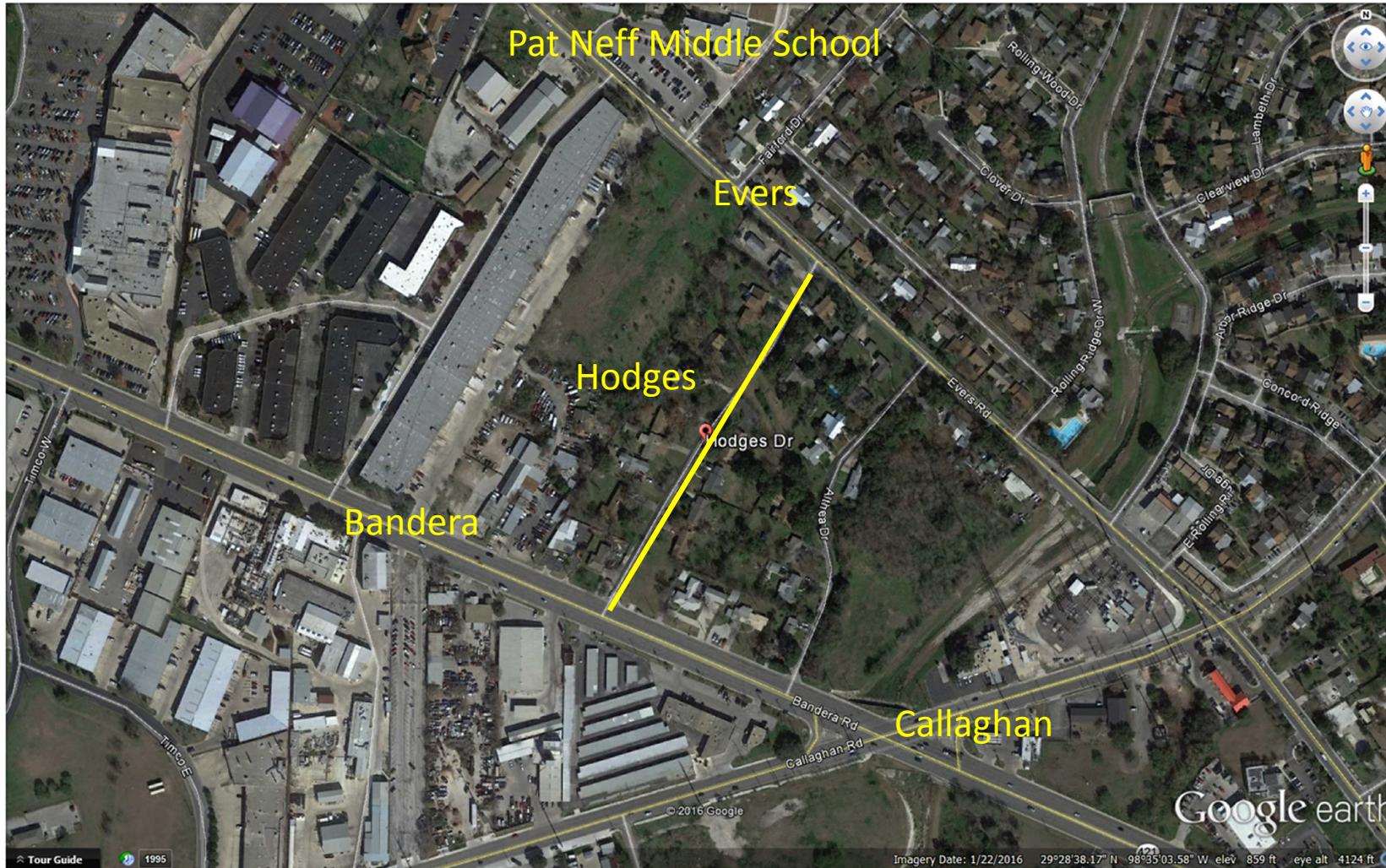
Consideration of Petition Request to Close One End of Hodges Drive

City Council Meeting
May 3, 2016

Purpose

- To consider a Petition
- From Mr. & Mrs. Rey Mercado, Jr. and other property owners along Hodges Drive
- Requesting the closure of one end of their street

Situs



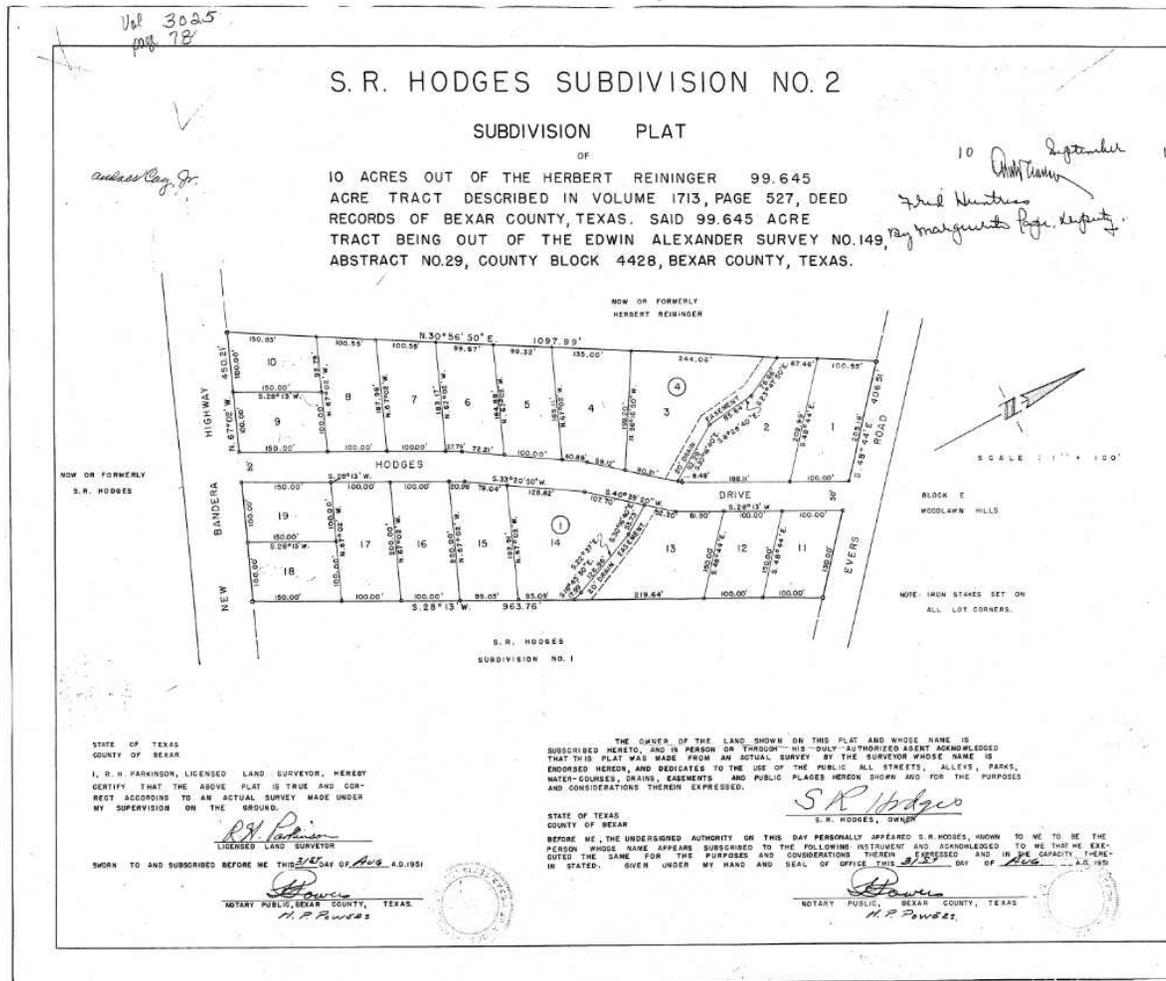
Purpose

- Mr. and Mrs. Rey Mercado petitioned the property owners along Hodges Drive to request the City close one end of the street
 - 15 total properties
 - 10 signatures on petition, with one verbal approval
 - 66%, or 73% of property owners, if verbal agreement is verified
- Petition states street has become cut through, from Bandera to Evers Rd, for passenger & large vehicles
- Petition states drivers speed down street, endangering children and pets

Purpose

- Streets are part of S.R. Hodges subdivision, being Hodges and Althea streets, platted in 1951
- Both streets are substandard with limited ROW, not designed for high traffic volume or speed
- If City closes one end of Hodges, Althea Drive will most likely become next cut through with same problems
 - Closing road could violate Fire Code, as requirements may not be met due to physical constraints
- Could install speed humps, but speed hump policy does not apply in this area, due to low number of daily vehicles
 - Policy requires 400 or more vehicles per day, Hodges has 126 per day in one direction, so possible 252 vehicles

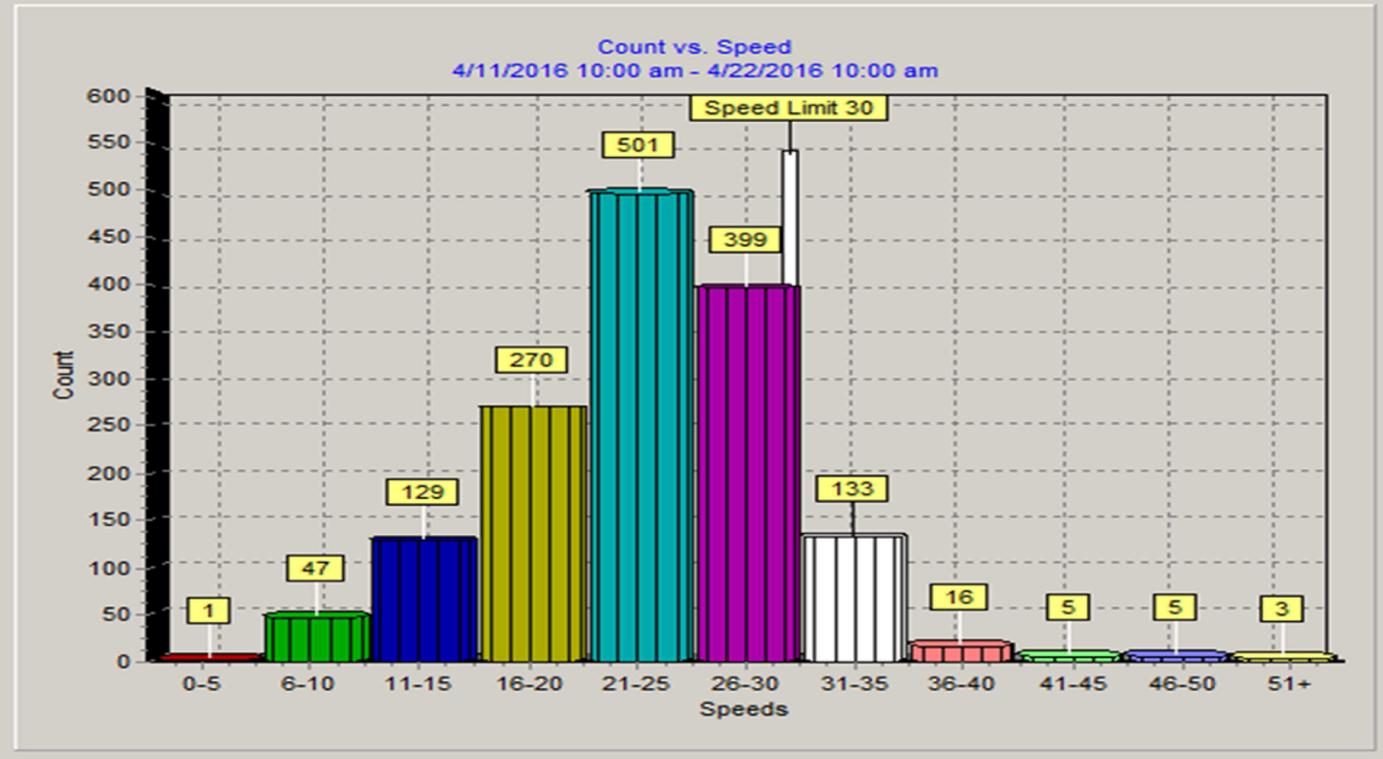
SR Hodges #2 Subdivision Plat



SR Hodges #2 Traffic Counts

Date: 4/25/2016 11:50:15 am
Start Date: 4/11/2016 10:00 am
End Date: 4/22/2016 10:00 am
Time Interval: 60 minutes
Speed Interval: 5 mph
Posted Speed Limit: 30 mph
Average Speed: 23 mph
Highest Speed: 147 mph
50th Percentile: 24 mph
85th Percentile: 29 mph
Number Above Speed Limit: 162
Total Number of Vehicles: 1509

Comments:



Hodges Street View



Fiscal Impact

- Street closure involves engineering, design and construction
 - Could cost \$30,000 +/- for end closure
- Speed humps cost \$4500 per set

Recommendation & Options

- Deny request to close road
 - Ask petitioners to provide 90% signatures as per Street Hump Policy
 - Once received, grant variance to speed hump policy daily traffic count requirements & install speed humps on Hodges
 - Grant variance to speed hump policy daily traffic count & install speed humps on both streets
 - Get 90% residents on Althea to agree
- Other

S.E.E. IMPACT STATEMENT

- Social Equity – Providing the citizens with additional safety measures adds to the overall quality of life.
- Economic Development – Reducing perceived and potential dangers from traffic situations promotes overall health, safety, and welfare image of City, which may attract businesses and new residents.
- Environmental Stewardship – Reducing flow through traffic in this area will protect the existing small stream by reducing the amount of pollutants entering the stream, which is then carried to creeks and rivers, thereby improving water quality.

Consideration of Petition Request to Close One End of Hodges Drive

City Council Meeting
May 3, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016 **MC #2016-05-03-06**
TO: Mayor and City Council
THROUGH: Kelly Kuenstler, City Manager
FROM: Melinda Moritz, Director of Public Works

SUBJECT: Consider Approval of a Request by the San Antonio Astronomical Association for a Variance to Article 1.09 Parks and Recreation, Section 1.09.008 Park Resource Usage, to Allow the Use of the Large Parking Lot at Raymond Rimkus Park on Wednesdays, from Dusk to 10:30 PM, For the Purpose of Stargazing, For an Indefinite Period of Time.

PURPOSE

In November of 2015, the San Antonio Astronomical Association asked if they could use the large parking lot at Raymond Rimkus Park, each Wednesday evening, from dusk to 10:30 pm. As any activity in the park after sun down is prohibited, this request requires that their organization receive a variance to the Park ordinance, specifically to Article 1.09 Parks and Recreation, Sec. 1.09.008 Park Resource Usage, which states:

“(a) All parkland resources, except for specified exemptions, are available on first come, first served basis during authorized **operating hours specified as sun up to sun down. Entry or remaining** in any parkland, natural area, trails, city-owned Huebner Creek or related drainage areas except during authorized operating hours **is specifically prohibited** including overnight camping (no exception), erecting a tent, or arranged bedding, or both, for the purpose of, or in such a manner as will permit remaining overnight.”

The San Antonio Astronomical Association, a 501 c (3) Educational Non-profit Association, has been offering free viewing of the night sky to the general public at McAllister Park in San Antonio. That park has recently installed lighting, which prevents viewing the night sky. After reviewing their options, the Association chose Raymond Rimkus Park, as it has the required amount of dark sky for their purposes.

The Association proposes to use the large parking lot, from just before dusk to 10:30 pm. They have stated that they normally have 20 to 30 attendees, unless there is a special occasion, at which as many as 100 persons would attend. Their outreach includes Boy and Girl Scout Troops, high school and college students, and the general public.

At the February Park Commission meeting, the Park Commission recommended the group be allowed their request for a trial period of eight weeks. On February 16, 2016, the City Council approved this request with the trial period to start on March 1, 2016 and with the mandate that the Association report back to the Park Commission at the Regular Park Commission meeting held April 12, 2016.

FISCAL IMPACT

The San Antonio Astronomical Association does not charge a fee for attendance at their events. There are no City rental fees for the large parking area; however, the athletic fields are rented at a cost of \$5.00 per hour. There is also a cleanup fee of \$50 for groups from 50-100 persons.

RECOMMENDATION

The Park Commission met on April 12, 2016 to hear and make a final recommendation on this request. The Park Commission determined that the use meets the three findings as stated in the variance request procedures and therefore, recommends approval of this request, as follows:

1) That the San Antonio Astronomical Association be allowed to use the large parking lot at Raymond Rimkus Park for the purpose of stargazing, from dusk to 10:30 pm, for an indefinite period of time.

Options:

- 1. Approve the request as recommended by the Park Commission.
- 2. Deny the request.
- 3. Other.

S.E.E. IMPACT STATEMENT

Social Equity – Provides an opportunity for all citizens to learn about stars, the earth’s position in the galaxy, and encourages outdoor activity.

Economic Development – Adding this event may attract tourists to the City.

Environmental Stewardship – Provides opportunities for the public to learn more about our environment.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Attachments:
1) Letter of Request, 2) Summary of Park Survey Results

Park Variance Request San Antonio Astronomical Society

City Council Meeting
May 3, 2016

Purpose

- To consider approval of a request by the San Antonio Astronomical Society for a variance to Article 1.09 Parks and Recreation, Section 1.09.008 Park Resource Usage
- To allow the use of the large parking lot at Raymond Rimkus Park on Wednesdays, from dusk to 10:30 PM, for the purpose of stargazing, for an indefinite period of time.

Purpose

- San Antonio Astronomical Society is 501 c (3) Educational Non-profit Association
- Had been offering free night sky viewing to general public at McAllister Park in San Antonio
 - That park now has lighting, which prevents viewing the night sky.
- After reviewing their options, the Association chose Raymond Rimkus Park - has the right amount of dark sky

Purpose

- Feb 2016 – Park Commission recommended approval of requested variance to Park Code to use park after dark, with provision of 8 week use and summary report presented, before final determination of length of use
- Feb 2016 – City Council approved variance, with same provisions, but 8 weeks to start March 1, 2016
- April 2016 – Report presented to Park Commission on activities & Park Commission recommends approval of variance for indefinite period of time
- May 2016 time period has ended and report is being presented to City Council, as directed, and for determination of length of use

Fiscal Impact

- The San Antonio Astronomical Society does not charge any fees for their events
- There are no rental fees for the large parking area; however, athletic fields are rented at a cost of \$5.00 per hour
- There is also a cleanup fee of \$50 for groups from 50-100 persons

Recommendation

- Per Section 1.09.011 of the Parks and Recreation Ordinance, in order to grant a variance to the requirements of the Code, the Park Commission and City Council must find:
 - That the request is consistent with the goals of the Park ordinance,
 - That the granting of the variance will not cause significant harm to any other person or group of persons or result in the city being in violation of regulatory requirements; and
 - That the activity being granted will not disturb the peace and dignity of the surrounding residential neighborhoods.

Park Commission Recommendation

- Park Commission met on 4/12/16 and recommended approval of the request, as follows:
 - 1) That the use meets all of the findings as stated in the Code;
 - 2) That San Antonio Astronomical Society be allowed to use the large parking lot at Raymond Rimkus Park for the purpose of stargazing, from dusk to 10:30 pm, for an indefinite period of time

City Council Actions

- Approve the request as recommended by the Park Commission
- Deny the request
- Other

S.E.E. Statement

- Social Equity – Provides an opportunity for all citizens to learn about stars, the earth's position in the galaxy, and encourages outdoor activity
- Economic Development – Adding this event may attract tourists to the City
- Environmental Stewardship – Provides opportunities for the public to learn more about our environment

Park Variance Request San Antonio Astronomical Society

City Council Meeting
May 3, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016 **M&C # 2016-05-03-07**

TO: Mayor and Council

FROM: Vickie Wallace, Finance Director

THROUGH: Kelly Kuentler, City Manager

SUBJECT: Final overview of Municipal Complex Project.

PURPOSE

Provide Council with a final overview of the Municipal Complex Project.

SEE LEON VALLEY

Social – The Bond project updated and created buildings that will promote a better quality of life, by providing outstanding public safety services, along with a streamlined technological and public service oriented infrastructure

Economic – This overview provides Council and the public an accurate accounting of the entire 2012 Municipal Facilities Bond Project, assuring taxpayer dollars were spent in the manner intended

Environmental – Materials and systems installed include LED lighting and recycled paper board, along with state of the art HVAC systems, which use much less energy, reducing the City’s energy footprint on our environment. Materials removed include asbestos and mold, which cleaned up existing environmental hazards

STRATEGIC GOALS

N/A

RECOMMENDATION

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

Capital Project Municipal Complex

City Council Meeting
May 3, 2016

Capital Project Fund

- Bond Proceeds
- Other Funds transferred to the Capital Project
 - Includes General, Police Forfeiture, Water and Sewer, Community Center, CIED, and Court Technology

Capital Project Fund

Sources of Funding

REVENUES PLACED IN THE CAPITAL PROJECTS FUND	
Fund/Source	Amount
Bonds Proceeds/interest	7,017,056
Transfers to Capital Projects for Construction	
General Fund	62,662
General Fund - for contingency	50,000
Enterprise Fund	50,000
Police Forfeiture Fund	50,000
Court Technology Fund	30,000
CIED Fund	163,324
Total Bond Proceeds/Transfers for Construction	\$ 7,423,042
Transfers to Capital Projects for Technology	
General Fund - Sales Tax Windfall	116,997
General Fund	134,817
Enterprise Fund	40,000
Police Seizure Fund	38,198
Community Center Fund	40,000
CIED Fund	12,575
Total Transfers for Technology	\$ 382,587
TOTAL REVENUES IN THE CAPITAL PROJECTS FUND	\$ 7,805,629

Capital Project Fund Expenditures

EXPENDITURES FUNDED IN THE CAPITAL PROJECT FUND	
Description	Amount
Construction Related Expenditures	
Design Fees	481,820
FD Lots	56,454
Survey	21,040
Appraisal	2,700
Legal	25,000
GeoTech	35,800
Data/Security Design	39,800
Construction	6,753,260
Total Construction Related Expenditures	\$ 7,415,874
Technology Expenditures	
Premise Cabling Infrastructure	92,852
Network and UPS System	
Wireless Local Area Network	114,918
Audio Visual Systems	176,188
City Hall Front Video/Intercom	15,635
Total Technology Expenditures	\$ 399,593
TOTAL CONSTRUCTION/TECHNOLOGY EXPENDITURES	\$ 7,815,467



Bottom Line for Capital Project Fund

- Anticipated date of final project close out is Mid-May
 - \$9,000 left in Contractor Contingency
 - \$5,000 left in Owner Contingency
- Will not know how much will be left in contingency funds until final project close out
- Outstanding items include concrete repair at Fire Station and new curb at Police parking

Direct Funding

- General Fund
- Police Forfeiture Fund

Direct Funding

General Fund	
Department	Amount
<u>Fire Department</u>	
Furniture	51,068
Video Access Control	24,065
Surveillance	21,412
<u>Police Department</u>	
Furniture	18,300
Access Control	11,087
<u>Manager and Council</u>	
City Hall Furniture	120,000
City Hall Access Control	37,503
Temporary Facility Rental Fees	37,341
<u>Public Works</u>	
Asbestos Removal	30,000
HVCA Testing	10,000
Total General Fund	\$ 360,776
Police Forfeiture Fund	
Police Department Furniture	24,360
Police Department Access Control and Video	32,072
Total Police Forfeiture Fund	\$ 56,432
TOTAL ALL FUNDS	\$ 417,208



Office Furniture Purchased

Type of Office Furniture	Count
Fire Department	
Desks	7
Chairs	73
Filing Cabinets	8
Tables	13
Police Department/Dispatch	
Desks	12
Chairs	29
Filing Cabinets	14
Bookcases	1
City Hall	
Desks	25
Chairs	218
Filing Cabinets	52
Bookcases	3
Tables	8

Recap

Total Revenues by Source

Revenue	Amount
Bond Proceeds	7,017,056
General Fund	725,252
Water Fund	90,000
CIED Fund	175,899
Community Center Fund	40,000
Court Technology	30,000
Police Forfeiture	144,630
TOTAL REVENUES BY SOURCE	\$ 8,222,837

Total Expenditures By Type

Expenditure	Amount
Construction	7,415,874
Technology	525,732
Furniture	213,728
Rental	37,341
Asbestos/HVAC Testing	40,000
TOTAL EXPENDITURES BY TYPE	\$ 8,232,675

S.E.E Statement

- Social – The Bond project updated and created buildings that will promote a better quality of life, by providing outstanding public safety services, along with a streamlined technological and public service oriented infrastructure
- Economic – This overview provides Council and the public an accurate accounting of the entire 2012 Municipal Facilities Bond Project, assuring taxpayer dollars were spent in the manner intended
- Environmental – Materials and systems installed include LED lighting and recycled paper board, along with state of the art HVAC systems, which use much less energy, reducing the City's energy footprint on our environment. Materials removed include asbestos and mold, which cleaned up existing environmental hazards

Capital Project Municipal Complex

City Council Meeting
May 3, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: May 03, 2016 **M&C #2016-05-03-08**
TO: Mayor and City Council
FROM: Sandy Underwood, Library Director
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Library Strategic Plan 2016 - 2020

PURPOSE

The Strategic Plan is a foundation for growth and gives direction to the Board, Librarian and staff.

FISCAL IMPACT

None

SEE LEON VALLEY

Social Equity - The goals outlined in the Library Strategic Plan cover programming as well as resources and materials on educational, recreational, historical and cultural topics in a safe setting, at no cost to our residents.

Economic Development - By following the Library's Strategic Plan, we will be creating a welcoming and distinctive environment in the library and the community. We are here for our residents and business owners, to aid in research and education.

Environmental Stewardship - Through creative and innovative programming, one element of our goals, the Library can help educate the community on environmental issues. Our material and database resources can help educate our residents on these matters. Through collection expansion we can acquire and promote environmental stewardship.

FISCAL IMPACT NA

STRATEGIC GOALS

- Goal #6 - "Citizen Involvement"
Increased programming and resources for our residents will increase citizen involvement in the library and the city.

- Goal #7 - “Parks, Recreational Green Space and Cultural Opportunities”
The goals will guide us to programming using outdoor spaces, cultural events and fully utilizing our community.

RECOMMENDATION

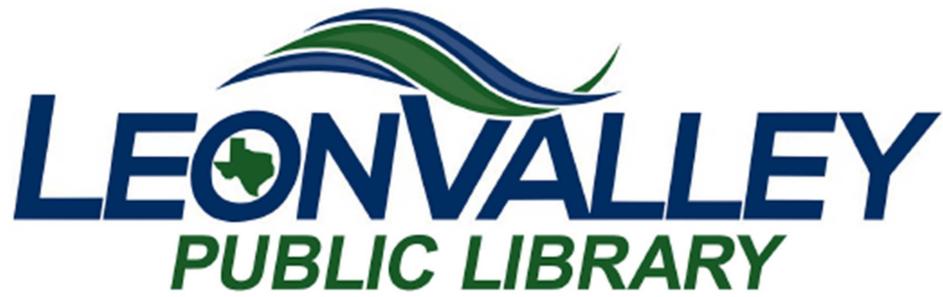
It is recommended that the council approve the Library Strategic Plan for 2016 – 2020.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



Strategic Plan

2016 – 2020



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THE STRATEGIC PLAN

The Strategic Plan is a living document and will be reviewed annually in September to re-evaluate priorities and needs. Adjustments to goals and objectives will be made as needed and submitted to the Council for approval. The Strategic Plan is a foundation for growth and gives direction to the Board, Librarian and staff.

The state of library services is changing rapidly. In preparation for this plan, we held meetings of the trustees and meetings for the community members to tell us what they would like to see more of in the future. The majority of responders answered that they are satisfied with current library services but would like more programs to attend, updated technology opportunities, and some minor changes to facilities and operations.

BOARD OF TRUSTEES FOR THE 2015/2016 YEAR

Katie Gwaltney, Chair

Jill Crane, Vice Chair

Heather Haskin

Peggy Proffitt

Barbara Owens

Dr. Horace Staph

Brigid Cooley, Teen Board Liaison

Carol Poss, Friends of the Leon Valley Public Library Liaison

Sandy Underwood, Library Director

HISTORY OF LEON VALLEY PUBLIC LIBRARY

The Leon Valley Public Library was founded in 1976 by a group of volunteers, with the library opening in May of 1977 through a City and Volunteer Partnership in a facility that was donated by Ray Ellison Industries and is now known as "The Library Annex". The Friends of the Leon Valley Public Library was formed (a 501c3). Through the generosity of residents, the friends, volunteers, and a volunteer professional librarian, books were collected, catalogued, and the library opened!

As Leon Valley continued to grow, the need for a larger library became apparent. A fundraising committee collected funds for a new building and the Friends of the LVPL raised money for all interior flooring, shelving and furniture. A 4,000 sf building was planned and in May 1992, opened as the new Library.

As city growth continued, it became apparent that more space was needed. Through great efforts from volunteers, the Friends of LVPL and the librarian, funds and grants were sought and in 1999 the library expanded by 1500 sf.

A children's wing was next on the list for expansion projects and through years of book sales and fundraising efforts, as well as generous grants from the Kronkosky Foundation and the Tocker Foundation, the City of Leon Valley was able to fund and build a 4000 sf children's wing, complete with meeting space, which opened in December 2013.

HISTORY OF LEON VALLEY

The City of Leon Valley was incorporated on March 31, 1952, when the local residents became aware that the City of San Antonio was preparing to annex the area.

The City of Leon Valley is a Type A General Law City operating under a Council-Manager form of government with a Mayor and five City Council Members elected at-large. The Mayor and City Council Members hold two year terms of office and are elected and serve on an at-large basis.

The City is a full service city with public safety departments including the Fire Department, Emergency Management Services, and Police Department. Operational departments include: Administration, Human Resources, Community and Economic Development, Finance, Leon Valley Public Library, Municipal Court, and Public Works departments.

The City, home to 11,000 plus residents, is located in the northwest quadrant of Bexar County, 10 miles from downtown San Antonio. The heart of Leon Valley lies along State Highway 16, also known as Bandera Road, and is made up of approximately 3.5 square miles.

Residents as well as visitors find Leon Valley to be the gateway to San Antonio's leading attractions, Sea World and Six Flags Fiesta Texas, an equidistant nine miles between attractions. Bandera Road and Loop 410 are the primary arteries to these attractions and the employment base in the northwest sector. The City of Leon Valley is three miles from the Medical District, and eight miles to the San Antonio International Airport.

The City has a Comprehensive Master Plan, Zoning Code, and Capital Improvements Plan. Voters approved an additional sales and use tax in 2008 of one-eighth (1/8) of one percent to promote economic development projects under a section 4B corporation, The City of Leon Valley Economic Development Corporation. Voters reauthorized one-quarter (1/4) of one percent sales and use tax in 2011 for the maintenance of streets and sidewalks.

State of Library

The Texas State Library and Archives Commission designate a service population to each Library. In 2014, the Texas State Library and Archives Commission designated a library service population of 10,808 for the Leon Valley Community.

The library currently has 4,415 library users.

85.8% of the users reside within the City Limits of Leon Valley.

14.2% of the users reside outside of the City Limits of Leon Valley.

VISION/MISSION/VALUES

VISION:

The Leon Valley Public Library is the city's friendly gateway to the worlds of learning, imagination, creativity, and community interaction.

MISSION:

Our mission is to provide quality resources, information, and programs to the residents of the greater Leon Valley area.

VALUES:

Excellence in Service

- Knowledgeable, welcoming staff and volunteers

- Provide collections, programs and services that meet community needs

- Provide sufficient space for reading, studying, and computer access

Respect

- For all points of view

- For intellectual freedom

- For staff and volunteers

- For patrons

Community Engagement and Support

- Active engagement in partnerships with other city departments, community groups, and schools

- Regularly publicizing and to promote functions, programs, events and services

GOALS AND OBJECTIVES

The Leon Valley Public Library strives to improve the Library experience of every user by providing materials, resources, services and programs that meet the needs and interests of the community in an attractive, comfortable and highly functional Library facility.

PROGRAMMING: Offer varied and innovative programming to the community.

- Technology Classes
- Genealogy
- ESL and GED
- Cultural and Art Programs
- Focus on Teen, Men, Senior Citizens
- Creative and innovative programming

TECHNOLOGY: Provide internet services, new technology and education to integrate technology into daily life.

- Professional Website
- Increase Technology available to patrons

FACILITY/OPERATIONS: Increase visibility and knowledge of the library and its services, meet the needs of the community through expanded services.

- Collection expansion
- Improved signage
- Increase awareness of Library within community
- Amenities within facility to maximize comfort and function
- Increase community involvement

LIBRARY TECHNOLOGY ASSESSMENT

The library strives to maintain technological equipment to meet the needs of the community, including:

- 19 public computers: 6 internet access computers, 2 fifteen minute internet access guest computers, 3 library catalog computers, 2 game/word processing computers and 6 children's computers (no internet access). Computers with internet access feature: Microsoft Office 2007 software (Word, Excel, and PowerPoint), Adobe Reader, Irfanview picture viewer, two web browsers, Fortres Grand Security Software, USB ports and CD/DVD drives.
- A Wi-Fi network, available 24 hours a day with 3 Wi-Fi channels/routers, two public and one for staff.
- Standard office equipment, including a black and white copier, color printers, fax and scanning ability at a slight fee.
- Equipment for meetings: Flat Screen TV and a DVD player free of charge.
- Staff resources to assist patrons, including 2 servers, 5 computers, 1 laptop, 4 telephones, 1 receipt printer, 4 barcode scanners, digital camera, extension cords featuring additional electrical and USB charging stations, and an alarm system monitored by an alarm company.
- Catalog app which is provided to us through use of Apollo, a BiblioInix Library Integration System.

The library maintains a web presence (leonvalley.lib.tx.us) and a social media account with Facebook.

The library provides access to electronic resources and databases through the Texas State Library and Archives Commission. We also have online subscriptions of the New York Times and the Wall Street Journal. EBooks and downloadable audio books are provided by the Lone Star Digital Library which is provided through Overdrive.

Library staff also provides limited on-to-one training for patrons on how to use library equipment. Library staff receives training through webinars and attendance at conventions and in-person workshops.

Library Strategic Plan 2016 - 2020

City Council Meeting

May 3, 2016

Purpose, Background, Supporting Information

Adopt Library Strategic Plan 2016 – 2020

- Currently the library has no strategic plan for guidance.
- The Texas State Library and Archives Commission requires a Strategic Plan for each library to be included with the annual report.
- The plan will guide the library in fulfilling the needs of the community.

FISCAL IMPACT

None

S.E.E. LEON VALLEY

Social Equity - The goals outlined in the Library Strategic Plan cover programming as well as resources and materials on educational, recreational, historical and cultural topics in a safe setting, at no cost to our residents.

Economic Development - By following the Library's Strategic Plan, we will be creating a welcoming and distinctive environment in the library and the community. We are here for our residents and business owners, to aid in research and education.



STRATEGIC GOAL STATEMENTS

- Goal #6 - “Citizen Involvement”
Increased programming and resources for our residents will increase citizen involvement in the library and the city.
- Goal #7 - “Parks, Recreational Green Space and Cultural Opportunities”
The goals will guide us to programming using outdoor spaces, cultural events and fully utilizing our community.

NEXT STEPS

- Detail steps to meet each goal with measureable objectives and time frames.
- Distribute Strategic Plan to employees and discuss responsibilities and actions.
- Post Strategic Plan on Library Website.
- Calendar each step and start working the plan.

RECOMMENDATION

The Leon Valley Public Library
Board of Trustees recommends
that the council approve the
Library Strategic Plan 2016 - 2020

MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016 **M&C # 2016-05-03-09**

TO: Mayor and Council

FROM: Kelly Kuenstler, City Manager

SUBJECT: Consider, Discuss & Possible Action on the Leon Valley City Council holding a 1-2 hour work session prior to City Council Meetings

PURPOSE: The purpose of the work session is to allow council questions and public interaction on business items on the agenda so that a more efficient business meeting is run at the 7 pm City Council Meeting.

FISCAL IMPACT

None

STRATEGIC GOALS

This request is consistent with the City of Leon Valley’s Strategic Plan which outlines goals and objectives. One of the stated goals in this plan is citizen involvement. The business meeting allows for further council discovery and further citizen involvement. The goals and objectives outlined in the Strategic Plan are reached, partially, through interdepartmental and council efforts. A well informed council, staff and citizenry are essential in addressing a strategic plan and moving a city forward.

SEE LEON VALLEY

Social – The work session provides Council and the public an additional opportunity to learn about the issues the city faces, the decisions which must be made and the opportunities offered to citizens prior to the business meeting.

Economic – The work session may offer an economic impact in that with more information come better decisions. Better decisions often result in economic savings to municipalities.

Environmental –

RECOMMENDATION

Authorize city staff to begin to hold work sessions prior to the Leon Valley City Council Meetings.

RECOMMENDATION

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016 **M&C # 2016-05-03-10**

TO: Mayor and Council

FROM: Kelly Kuenstler, City Manager

SUBJECT: Consider, discuss and possible action on City Council holding quarterly meetings with the City of Leon Valley Economic Development Corporation (LVEDC), the Leon Valley Area Chamber of Commerce (LVACC) and the Leon Valley Historical Society (LVHS).

PURPOSE: The purpose of the quarterly meetings is to advance coordination and corroboration efforts between the City of Leon Valley and the City of Leon Valley Economic Development Corporation (LVEDC), the Leon Valley Area Chamber of Commerce (LVACC) and the Leon Valley Historical Society (LVHS).

FISCAL IMPACT

None

STRATEGIC GOALS

This request is consistent with the City of Leon Valley's Strategic Plan which outlines goals and objectives. This request could be considered consistent with three of the stated goals in this plan; Economic Development, Citizen Involvement and Parks, Recreation, Green Space and Cultural Opportunities. The goal of Economic Development could be realized through corroboration efforts on projects between the agencies listed as attendees in these quarterly meetings. The goal of Citizen Involvement could be realized through citizen participation in these quarterly meetings which are open to the public and would provide for citizen input. The goal of Parks, Recreation, Green Space and Cultural Opportunities could be realized if a joint project is reached between the above agencies which provided any of these for the citizens of Leon Valley.

SEE LEON VALLEY

Social – The quarterly meetings will provide the City Council, the City of Leon Valley Economic Development Corporation (LVEDC), the Leon Valley Area Chamber of Commerce (LVACC), the Leon Valley Historical Society (LVHS) and the public an opportunity to learn about the issues that each organization faces, the function of the organization and the collaboration that can be achieved between organizations.

Economic – The quarterly meetings may offer an economic impact in that with more information come better decisions. Better decisions often result in economic savings to municipalities. Collaboration also offers economic benefits at times because these organizations can work together and combine resources on shared goals. Teams that work collaboratively can obtain greater resources, recognition and reward when facing competition for finite resources.

Environmental –

RECOMMENDATION

Authorize city staff to begin to schedule quarterly meetings between the City Council, the City of Leon Valley Economic Development Corporation (LVEDC), the Leon Valley Area Chamber of Commerce (LVACC) and the Leon Valley Historical Society (LVHS).

RECOMMENDATION

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: May 3, 2016 **M&C # 2016-05-03-11**
TO: Mayor and Council
FROM: Roxann Pais Cotroneo
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Approval of Tax-Exempt Financing for Riverwalk Education Foundation

PURPOSE

Riverwalk Education Foundation is a qualified 501(c)-3 organization and is eligible to participate in tax-exempt financings. This Foundation has to issue bonds through a state-approved conduit and conduct and publish a public hearing on the financing. This Foundation's state-approved conduit is The Danbury Higher Education Authority.

The Riverwalk Education Foundation seeks to obtain up to \$5 million in bonds. Funds will be used to purchase land and the construction and equipment of existing facilities across the State of Texas. Some of these same funds will be used to finance or refinance certain equipment and renovations to the educational facilities located the ***School of Science and Technology campus, 5707 Bandera Rd., Leon Valley, Texas 78238***. Because one of the benefitted campuses is located in Leon Valley, Section 147(f) of the Internal Revenue Code requires that the "highest elected official" of the City approve the transaction after a public hearing is held. The public hearing was held on March 16, 2016 at 2:00 p.m. at 111 Congress Ave, 17th Floor, Austin, Texas 78701.

Andrews Kurth, Bond Counsel for Riverwalk Education Foundation, will be present at the City Council meeting to provide an overview of the project and answer any questions.

FISCAL IMPACT

None to City. The loan is not a City debt nor liability.

RECOMMENDATION

Approve attached Resolution that:

- (1) Approves the bonds and the facilities to be financed/refinanced with bond proceeds;
- (2) Ratify and approve actions taken on behalf of the City to appoint a Hearing Officer and appoint a Hearing Officer; and
- (3) Approve the publication of Notice of the Public Hearing, which was held on March 16, 2016.

S.E.E. IMPACT STATEMENT

Social Equity – Provides better educational opportunities, facilities and equipment to person served in Leon Valley.

Economic Development – Renovation will improve value of property and additional equipment improves value of personal property.

Environmental – May provide opportunities to renovate facilities with eco-friendly and efficient systems.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

April 20, 2016

The Honorable Chris Riley
Mayor City of Leon Valley
6427 Evers Rd
Leon Valley, Texas 78238

Re: Tax-Exempt Financing for Riverwalk Education Foundation

Dear Mayor Riley:

Riverwalk Education Foundation is a qualified 501(c)-3 organization and therefore is eligible to participate in tax-exempt financings. However, unlike a governmental issuer (city, county, and school district), a 501(c)-3 organization issues bonds through a state-approved conduit and must conduct a hearing on the financing. Because there is a Campus located in the City of Leon Valley, Texas (the "City"), Section 147(f) of the Internal Revenue Code, requires that the "highest elected official" approve the transaction after a public hearing is held. The public hearing was held on March 16, 2016 at 2:00 p.m. at our Austin office located at 111 Congress Ave., 17th Floor Austin, Texas 78701.

Riverwalk Education Foundation ("Riverwalk") is financing the purchase of land and the construction and equipment of existing facilities across the State of Texas. The campus located in the City of Leon Valley that will be financed is The School of Science and Technology located at 5707 Bandera Rd, Leon Valley, Texas 78238. Riverwalk is financing at tax-exempt interest rates through a bond issue facilitated by The Danbury Higher Education Authority. Andrews Kurth LLP serves as bond counsel for the transaction.

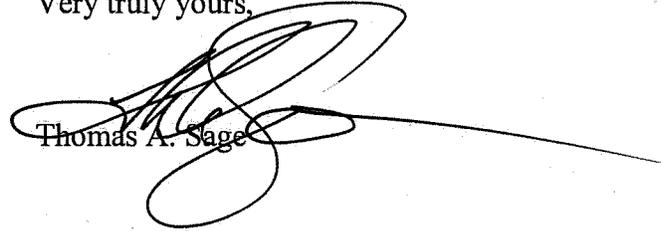
The loan will not be a debt or liability of the City. The consent being requested herein is only for the purposes of complying with the federal tax law regarding tax-exempt financing. We have sought and received an approval from the Mayor of San Antonio for the Riverwalk campuses located in the City of San Antonio.

As such, we respectfully request your consent to the transaction. Enclosed please find a the proposed Approval of Highest Elected Official evidencing your consent.

April 20, 2016
Page 2

Please note that this transaction is currently scheduled to close on May 10, 2016. We greatly appreciate your assistance in this matter. Please call me if we can provide any further information or can assist you in connection with this request for consent.

Very truly yours,



Thomas A. Sage

Enclosure

**CERTIFICATE OF THE MAYOR OF THE CITY OF SAN ANTONIO, TEXAS
(Education Revenue Bonds (Riverwalk Education Foundation, Inc.) Series 2016)**

The undersigned Mayor of the City of San Antonio, Texas (the "City") hereby certifies with respect to the issuance by the Danbury Higher Education Authority, Inc. (the "Corporation"), of its Education Revenue Bonds (Riverwalk Education Foundation, Inc.) Series 2016 (the "Bonds"), that:

1. This certificate is based upon the CERTIFICATE OF PUBLIC HEARING OFFICER REGARDING PUBLIC HEARING attached hereto as Exhibit A relating to the public hearing conducted on the date indicated in the Affidavit of Publication attached to such Minutes of Public Hearing by the duly appointed hearing officer of the Corporation in accordance with the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended; and

2. Solely for purposes of the approval requirements of the aforesaid Section 147(f) of the Code, and for no other purpose, in my capacity as Mayor, I hereby approve the Bonds and the facilities to be financed with the proceeds of the Bonds, and hereby ratify and approve all actions taken by or on behalf of the City with respect to the appointment of the Hearing Officer, the publication of the Notice of the Public Hearing as reflected in the Affidavit of Publication attached as Exhibit A to the attached Certificate of Public Hearing Officer, and the conducting of such Public Hearing.

THIS APPROVAL SHALL NOT BE CONSTRUED AS (1) A REPRESENTATION OR WARRANTY BY THE CITY, THE MAYOR OF THE CITY, THE STATE OF TEXAS OR ANY OTHER AGENCY, INSTRUMENTALITY OR POLITICAL SUBDIVISION OF THE STATE OF TEXAS THAT THE BONDS WILL BE PAID OR THAT ANY OBLIGATIONS ASSUMED BY ANY OF THE PARTIES UNDER THE INSTRUMENTS DELIVERED IN CONNECTION WITH THE BONDS WILL IN FACT BE PERFORMED; (2) A PLEDGE OF THE FAITH AND CREDIT OF THE CITY OR THE STATE OF TEXAS OR ANY AGENCY, INSTRUMENTALITY OR POLITICAL SUBDIVISION OF THE STATE OF TEXAS OR THE CITY; OR (3) A REPRESENTATION OR WARRANTY BY THE CITY CONCERNING THE VALIDITY OF THE CORPORATE EXISTENCE OF THE CORPORATION OR THE VALIDITY OF THE BONDS.

Date: 4/13, 2016



Mayor, City of San Antonio, Texas

EXHIBIT A

CERTIFICATE OF PUBLIC HEARING OFFICER
REGARDING PUBLIC HEARING (INTERNAL REVENUE CODE § 147(f))

DANBURY HIGHER AUTHORITY, INC.
EDUCATION REVENUE REFUNDING BONDS
(RIVERWALK EDUCATION FOUNDATION, INC.)
SERIES 2016A

TAXABLE EDUCATION REVENUE BONDS
(RIVERWALK EDUCATION FOUNDATION, INC.)
SERIES 2016B

I, the undersigned, do hereby make and execute this certificate for the benefit of all persons interested in the issuance of the above-referenced bonds (collectively, the "Bonds").

I hereby certify as follows:

1. I am the duly appointed hearing officer for the public hearing which was held in connection with the issuance of the Bonds at the time and place indicated in the Notice of Public Hearing included in **Exhibit A** attached hereto.
2. Notice of the public hearing was published no less than 14 days before the date of the public hearing in the San Antonio Express-News, as evidenced by the Affidavit of Publication of the Notice of Public Hearing attached hereto as **Exhibit A**.
3. All persons appearing at the public hearing were given an opportunity to comment on the proposed issuance of the Bonds and the project to be financed with proceeds of the Bonds. No such persons appeared or made comments except as is set forth on **Exhibit B** attached hereto.
4. After giving all interested persons an opportunity to appear and comment, the public hearing was declared closed.

WITNESS MY HAND this 16th day of March, 2016.



Andrew Bethune
Hearing Officer

Exhibit A - Affidavit of Publication of the Notice of Public Hearing
Exhibit B - Names and Comments of Persons Attending Public Hearing

EXHIBIT A

AFFIDAVIT OF PUBLICATION OF THE NOTICE OF PUBLIC HEARING

ATTACHED

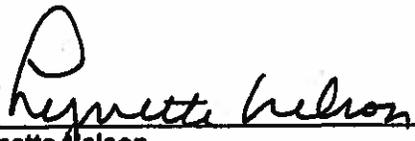
**SAN ANTONIO EXPRESS NEWS
AFFIDAVIT OF PUBLICATION**

**STATE OF TEXAS:
COUNTY OF BEXAR**

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared: Lynette Nelson, who after being duly sworn, says that she is the **BOOKKEEPER** of **THE HEARST CORPORATON (SAN ANTONIO EXPRESS-NEWS DIVISION)**, a daily newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

Customer ID: 779840
Customer Name: Andrews Kurth Lip
Order ID: 2780839

Publication EN Classified Pub Date 27-FEB-16


Lynette Nelson
Bookkeeper

Sworn and subscribed to before me, this 29 day of Feb A.D. 2014

Notary public in and for the State of Texas



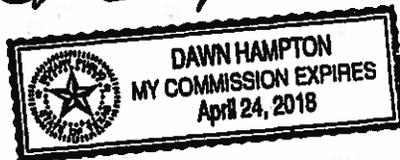


EXHIBIT B

NAMES AND COMMENTS OF PERSONS ATTENDING PUBLIC HEARING

NONE

Name of Attendee

Comment

1. _____

2. _____

3. _____

RESOLUTION

APPROVING THE ISSUANCE BY THE DANBURY HIGHER EDUCATION AUTHORITY OF ITS EDUCATION REVENUE BONDS (RIVERWALK EDUCATION FOUNDATION, INC.) SERIES 2016 FOR PURPOSES OF SECTION 147(f) OF THE INTERNAL REVENUE CODE

WHEREAS, the Danbury Higher Education Authority (the "*Corporation*") was created by the City of Danbury, Texas, pursuant to Chapter 53, Texas Education Code (the "*Act*"), and is empowered thereby to issue its revenue bonds in order to enable an accredited or authorized charter school to finance and refinance the cost of certain "educational facilities," as defined in the Act;

WHEREAS, in furtherance of the purposes of the Act, the Corporation has authorized the issuance of its revenue bonds designated as the "Danbury Higher Education Authority Education Revenue Bonds (Riverwalk Education Authority, Inc.) Series 2016" (the "*Bonds*") the proceeds of which will be loaned to Riverwalk Education Authority, Inc. (the "*Borrower*") to be used to finance and refinance the cost of certain educational facilities of the Borrower located in Leon Valley, Texas;

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986 (the "*Code*") requires that the issuance of any qualified 501(c)(3) obligations be approved by the "applicable elected representative" (the "*AER*") of the governmental unit in which the Project is located after a public hearing following reasonable public notice;

WHEREAS, the Bonds are qualified 501(c)(3) obligations under to the Code;

WHEREAS, the Project is located in the City of Leon Valley, Texas (the "*City*") and the City Council ("*City Council*") is an AER for the City;

WHEREAS, attached hereto as Exhibit A is the Notice of Public Hearing (the "*Notice of Public Hearing*") which was published in a newspaper of general circulation in the City of San Antonio, as required by section 147(f) of the Code which public hearing was conducted by the Corporation on March 16, 2016; and

WHEREAS, attached hereto as Exhibit B is the Affidavit of Publication of the Notice of Public Hearing; and

WHEREAS, attached hereto as Exhibit C is the Certificate of Public Hearing Officer; and

WHEREAS, the City Council desires to approve the Project and the Bonds solely for purposes of satisfying the requirements of section 147(f) of the Code; and

WHEREAS, the actions of the City Council with respect to the Project and the Bonds and to the matters described herein will create no liability for the City, and is in the best interest of the City, and the City Council desires to approve this Resolution; **NOW THEREFORE:**

BE IT RESOLVED that the City Council is authorized to approve and deliver this Resolution; and

BE IT FURTHER RESOLVED that the City Council hereby specifically approves the Bonds and the Project solely for the purpose of satisfying the requirements of section 147(f) of the Code and such approval is not to be construed as an undertaking by the City. The Bonds shall not constitute a liability, an indebtedness or an obligation of the City nor shall any of the assets of the City be pledged to the payment of the Bonds. This Resolution shall become effective immediately upon the execution hereof.

BE IT FURTHER RESOLVED that this Resolution shall become effective immediately upon its passage by eight (8) votes or more and upon ten (10) days following its passage if approved by fewer than eight (8) votes.

*[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK;
SIGNATURE PAGE FOLLOWS]*

PASSED AND APPROVED BY THE CITY COUNCIL of the City of Leon Valley this ____ day of _____, 2016.

Mayor
Chris Riley

ATTEST:

APPROVED AS TO FORM:

City Clerk

Acting City Attorney

EXHIBIT A

NOTICE OF PUBLIC HEARING

San Antonio

DANBURY HIGHER EDUCATION AUTHORITY, INC.

**EDUCATION REVENUE BONDS
(RIVERWALK EDUCATION FOUNDATION, INC.)
SERIES 2016A**

**TAXABLE EDUCATION REVENUE BONDS
(RIVERWALK EDUCATION FOUNDATION, INC.)
SERIES 2016B**

Notice is hereby given of a public hearing to be held on behalf of the Danbury Higher Education Authority, Inc. (the "Issuer") on March 16, at 2:00 p.m., at the offices of Andrews Kurth LLP, 111 Congress Avenue, 17th Floor, Austin, Texas 78701, with respect to the proposed issuance of bonds (the "Bonds"). The Bonds will be issued in one or more series, in an aggregate principal amount not to exceed \$5,000,000, pursuant to a plan of finance, as permitted by Treasury Regulation § 5f.103-2(f)(3). The proceeds of the Bonds will be loaned to Riverwalk Education Foundation, Inc., a Texas nonprofit corporation (the "Borrower") for the purposes of:

- (i) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus, 4737 S. Saratoga Blvd, Corpus Christi, TX 78413;
- (ii) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus, 5707 Bandera Rd, Leon Valley, TX 78238;
- (iii) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus; 12200 Crownpoint Dr., San Antonio, TX 78233;
- (iv) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus; 1450 NE Loop 410, San Antonio, TX 78209;
- (v) financing and/or refinancing certain equipment and renovations to the leased educational facilities located at the School of Science and Technology campus 16200 Texas-249 Houston, Texas 77086; and
- (vi) paying the costs of issuance of the Bonds.

The Project will be owned and operated by the Borrower. The Bonds are not payable out of taxes and are secured by and payable solely from funds provided by the Borrower.

The public hearing will be conducted by Andrew Bethune, Esq., or his designee (the Hearing Officer). All interested persons are invited to attend such public hearing to express their views with respect to the above-described project and the Bonds. Any interested persons unable to attend the hearing may submit their views in writing to the Hearing Officer prior to the date scheduled for the hearing at fax number (512) 481-4969. This notice is published and the hearing is held in satisfaction of the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended.

Exhibit A

EXHIBIT B
AFFIDAVIT OF PUBLICATION

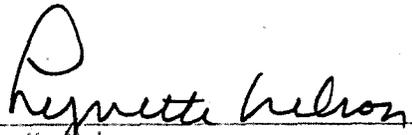
**SAN ANTONIO EXPRESS NEWS
AFFIDAVIT OF PUBLICATION**

**STATE OF TEXAS:
COUNTY OF BEXAR**

Before me, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared Lynette Nelson, who after being duly sworn, says that she is the BOOKKEEPER of THE HEARST CORPORATION (SAN ANTONIO EXPRESS-NEWS DIVISION), a daily newspaper published in Bexar County, Texas and that the publication, of which the annexed is a true copy, was published to wit:

Customer ID: 779840
Customer Name: Andrews Kurth LLP
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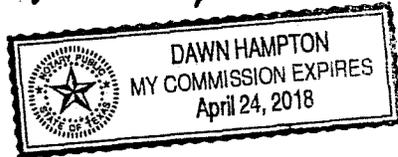
Publication Pub Date
EN Classified 27-FEB-16


Lynette Nelson
Bookkeeper

Sworn and subscribed to before me, this 29 day of Feb A.D. 2014

Notary public in and for the State of Texas





NOTICE OF PUBLIC HEARING
San Antonio
**DANBURY HIGHER EDUCATION
AUTHORITY, INC.**
**EDUCATION REVENUE AND
REFUNDING BONDS
(RIVERWALK EDUCATION
FOUNDATION, INC.)
SERIES 2016A**
**TAXABLE EDUCATION REVENUE
BONDS
(RIVERWALK EDUCATION
FOUNDATION, INC.)
SERIES 2016B**

Notice is hereby given of a public hearing to be held on behalf of the Danbury Higher Education Authority, Inc. (the "Issuer") on March 16, 2016 at 2:00 p.m., at the offices of Andrews Kurth LLP, 111 Congress Avenue, 17th Floor, Austin, Texas 78701, with respect to the proposed issuance of bonds (the "Bonds"). The Bonds will be issued in one or more series, in an aggregate principal amount not to exceed \$5,000,000, pursuant to a plan of finance, as permitted by Treasury Regulation § 5f.103-2(f)(3). The proceeds of the Bonds will be loaned to Riverwalk Education Foundation, Inc., a Texas nonprofit corporation (the "Borrower") for the purposes of:

- (i) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus, 4737 S. Saratoga Blvd, Corpus Christi, TX 78413;
- (ii) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus, 5707 Bandera Rd, Leon Valley, TX 78238;
- (iii) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus, 12200 Crownpoint Dr., San Antonio, TX 78233;
- (iv) financing and/or refinancing certain equipment and renovations to the educational facilities located at the School of Science and Technology campus, 1450 NE Loop 410, San Antonio, TX 78209;
- (v) financing and/or refinancing certain educational facilities located at the School of Science and Technology campus 16200 Texas-249 Houston, Texas 77086; and
- (vi) paying the costs of issuance of the Bonds.

The Project will be owned and operated by the Borrower. The Bonds are not payable out of taxes and are secured by and payable solely from funds provided by the Borrower.

The public hearing will be conducted by Andrew Bethune, Esq., or his designee (the Hearing Officer). All interested persons are invited to attend such public hearing to express their views with respect to the above-described project and the Bonds. Any interested persons unable to attend the hearing may submit their views in writing to the Hearing Officer prior to the date scheduled for the hearing at fax number (512) 481-4969. This notice is published and the hearing is held in satisfaction of the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended.

EXHIBIT C
CERTIFICATE OF PUBLIC HEARING OFFICER

CERTIFICATE OF PUBLIC HEARING OFFICER
REGARDING PUBLIC HEARING (INTERNAL REVENUE CODE § 147(f))

DANBURY HIGHER AUTHORITY, INC.
EDUCATION REVENUE REFUNDING BONDS
(RIVERWALK EDUCATION FOUNDATION, INC.)
SERIES 2016A

TAXABLE EDUCATION REVENUE BONDS
(RIVERWALK EDUCATION FOUNDATION, INC.)
SERIES 2016B

I, the undersigned, do hereby make and execute this certificate for the benefit of all persons interested in the issuance of the above-referenced bonds (collectively, the “Bonds”).

I hereby certify as follows:

1. I am the duly appointed hearing officer for the public hearing which was held in connection with the issuance of the Bonds at the time and place indicated in the Notice of Public Hearing included in **Exhibit A** attached hereto.
2. Notice of the public hearing was published no less than 14 days before the date of the public hearing in the San Antonio Express-News, as evidenced by the Affidavit of Publication of the Notice of Public Hearing attached hereto as **Exhibit A**.
3. All persons appearing at the public hearing were given an opportunity to comment on the proposed issuance of the Bonds and the project to be financed with proceeds of the Bonds. No such persons appeared or made comments except as is set forth on **Exhibit B** attached hereto.
4. After giving all interested persons an opportunity to appear and comment, the public hearing was declared closed.

WITNESS MY HAND this 16th day of March, 2016.



Andrew Bethune
Hearing Officer

Exhibit A - Affidavit of Publication of the Notice of Public Hearing
Exhibit B - Names and Comments of Persons Attending Public Hearing

EXHIBIT A

AFFIDAVIT OF PUBLICATION OF THE NOTICE OF PUBLIC HEARING

ATTACHED

EXHIBIT B

NAMES AND COMMENTS OF PERSONS ATTENDING PUBLIC HEARING

NONE

Name of Attendee

Comment

1. _____

2. _____

3. _____

Tax-Exempt Financing for Riverwalk Education Foundation

Regular City Council Meeting
May 3, 2016



Purpose

- Discuss, consider and take action to adopt a Resolution that approves the issuance by the Danbury Higher Education Authority of its Education Revenue Bonds (Riverwalk Education Foundation) Series 2016 for the purposes of Section 147(f) of the Internal Revenue Code



Purpose

- Riverwalk Education Foundation is a 501(c)3 organization that is eligible to participate in tax-exempt financing. But this foundation has to issue bonds through a state-approved conduit, which is the Danbury Higher Education Authority.
- Riverwalk seeks to obtain up to \$5 million in bonds to purchase land, construct and equip existing facilities throughout Texas
- One of their educational facilities is the School of Science and Technology Campus, 5707 Bandera Rd, Leon Valley, Texas.
- Because one of their facilities is located in Leon Valley, Section 147(f) of the Internal Revenue Code requires the City's "highest elected official" to "sign-off" on the transaction.
- Andrew Kurth, Bond Counsel for the Riverwalk Education Foundation is present to provide an overview and answer any questions.



Fiscal Impact

- No fiscal impact to City funds.
- City is not obligated for this debt or liability.



Recommendations

- Approve Resolution that:
 - Approves the Bonds and the facilities to be financed with the proceeds from the Bonds.
 - Ratify and approve any action taken on behalf of the City to appoint a Hearing Officer and Appoint the Hearing Officer
 - Approve the publication of Notice of Public Hearing, which was held on March 16, 2016.



S.E.E. Impact

- Social Equity – Provide better education opportunities, facilities and equipment to persons served in Leon Valley
- Economic Development – Renovation will improve value of property and additional equipment will improve value of personal
- Environmental – May provide opportunities to renovate facilities with eco-friendly and efficient systems to improve our environment



Tax-Exempt Financing for Riverwalk Education Foundation

Regular City Council Meeting
May 3, 2016



ITEM 19

Minutes-Leon Valley Economic Development Corporation (LVEDC)
Finance Committee Meeting

Wednesday, January 13th 2016
Leon Valley Fire Department Training Room
6300 El Verde Road, Leon Valley Texas 78238

Attendance:

Roxanne Cotroneo - City Attorney, City of Leon Valley
Claudia Mora - Economic Development Director, City of Leon Valley
Ana Federico - Administrative Assistant, Leon Valley Economic Development Corporation
Mike Mccarley- Treasurer, Leon Valley Economic Development Corporation
Patricia Manea - President, Leon Valley Economic Development Corporation

The meeting was started at 10 a.m.

Patricia Manea arrived at 10:20 a.m. a prior commitment and traffic delayed arrival.

A. Review of Accounts Payable Items (pages 1 through 4 of meeting packet) were reviewed and discussed with the City Attorney, Roxann Cotroneo regarding the past two months change in membership of the LVEDC. Checks for the outstanding amount owed to vendors from September-November of 2015 were reviewed and signed by Ms. Manea and Mike Mccarley. One check to the attorney for legal fees was withheld and the amount will be separated out into a General Counsel amount and fees for the appeals process. The new check for General Counsel will be signed by January 14th and then issued to the law firm.

B. Fiscal Year 2015 - 2016 Budget and Spending Reports reviewed (pages 7 through 9 of meeting packet). Discussion of items listed in the budget -a request by Ms. Manea to have the money market amount added to the bank balances for City Council members, the current balance was noted by Mr. Mccarley to be \$242916. 44. It was also noted by City Attorney, Ms. Cotroneo that all items listed on the budget should have detail for the total amount listed (Example: Professional Services, Contractual Services, Advertising, EDC Project Funding should include an explanation for the total amount).. Ms. Manea and Mr. Mccarley both agreed, Claudia Mora will list out the details for the total amount on the budget for presentation to the LVEDC Board at the next meeting in January.

C. Review of Legal Fees (pages 10 through 24 inclusive of packet). Charges from 2014 to present were reviewed with a brief history for City Attorney, Ms. Cotroneo and discussion of changes in the contracts and services retained by the LVEDC were as follows:

1) Once the lawsuit vendor of Davidson Troilo Ream & Garza account balance have been paid in full (pending review of the appeal by Councilwoman/Board Member, Monica Alcocer)

and discussion with the LVEDC Board, services will be terminated-pending a meeting with the City Manager, Kelly Kuentler and Ms. Cotroneo reach an agreement, the LVEDC can utilize the City Attorney, Ms. Cotroneo the City Manager's contract due to the LVEDC being a sub faction of City Council government. If the board is agreeable at the next meeting January 27, 2016 then the services will be terminated at that time.

2) Dan Pozza, the appellate attorney- discussion of review of status of appeals process, potential timeline, pending charges so that the LVEDC may incorporate into budget and relate to City Council for final approval. City Attorney, Ms. Cotroneo will reach out to Mr. Pozza to get an oversight of the latest appeal update and to obtain the possible outcomes of the litigation on behalf of the LVEDC.

D. Discussion Use of Attorneys (City and Contract) and Contact (page 25). City Attorney, Ms. Cotroneo relayed her areas of experience and expertise relating to Municipal Law and Economic Development. Ms. Cotroneo expressed interest in providing educational sessions for the LVEDC at meetings. Pending a meeting between City Manager, Ms. Kuentler, City Attorney, Ms. Cotroneo and Ms. Manea- this will be brought forward to the LVEDC Board for discussion and vote at the next meeting.

E. Review of the letter to Patterson and Associates (pages 26 to 37 of packet) for their oversight on the money market account, discharging their services - was agreed upon by the LVEDC Finance Committee and will be deferred to City Attorney, Ms. Cotroneo prior to sending out the letter, giving them the contract in 90 days notice.

F. Discussion of Prospective Consulting Services no documentation accompany this line item of agenda. Review of the Retail Coach presentation to City Council and retention of nominal services in order to keep Leon Valley active in searches by potential vendors in the Marketplace. Discussion with Aaron, by both Ms. Mora and Ms. Manea- both conveyed the interest by the Retail Coach to continue to provide the services to the LVEDC. This will be conveyed as part of the budget to the board for discussion and or approval at the next LVEDC meeting.

G. Review and Discuss Audit of Leon Valley Area Chamber of Commerce LVEDC Grant Disbursement of \$30,000 (pages 1-3, 1-2 inclusive of the attached memorandum received by Ms. Mora from the Leon Valley Area Chamber of Commerce-LVACC). After the review of the original contract, expenditures by the LVACC and audit exceptions, it was agreed that this item needed to go before this City Attorney to review the items in question as to whether or not the LVEDC could in fact grant them under the contract. Due to the timeline and need to follow-up on items, this will then be presented to the LVEDC Board at the February meeting for discussion and follow up at that time.

H. Miscellaneous Items:

1) Review of the LVEDC January 27, 2016 meeting agenda, Ms. Mora to update and submit for review prior to posting of the meeting. An email was sent to the all LVEDC Board members for them to submit any other additional items for the agenda this will be reviewed and added as received.

2) Performance measures see page 38 and also attachment as submitted by Ms. Manea to Ms. Mora- up for LVEDC Board members to review of a template of performance measures at the January meeting and subsequently presented to City Council at the first meeting in February. Due to budget constrictions, at this time the Board will be focused on current businesses and looking at implementing plans that may help business growth.

3) Discussion with Justin from EDSuite, the developers of the LVEDC website have also started a cloud EDC's to store, edit and provide an interactive site that would be controlled by each individual EDC with security in order to promote on time documents for potential clients without the need to print or be on site in order to move request along in a timely fashion.

4) Website development- Ms. Manea is sending documentation to Justin in order to get the website up and functional with the first few pages and continue to add information as it is received, this would in fact accommodate the email addresses for the board members for interactive documents and independent site from the city's website for developers identifying the LVEDC as a business element of the City. Discussion at the next meeting of business cards brochures and website maintenance will be discussed and also incorporated into the advertising line item in detail for the budget proposal at the January meeting.

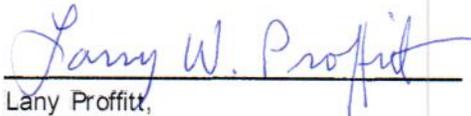
City Attorney, Ms. Cotroneo had to leave at approximately 12:30 p.m. for another commitment with the City.

The meeting was adjourned at 1:19 p.m. motion made by Ms. Manea and seconded by Mr. Mc Carley at this time.

These minutes approved by the City of Leon Valley Economic Development Corporation-Finance Subcommittee on the 27th of April, 2016.



Patricia Manea,
Board President



Lany Proffitt,
Board Secretary



**CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION**
Leon Valley Fire Department Training Room
6300 El Verde Road, Leon Valley, Texas 78238
Wednesday, January 27, 2016

MINUTES

Call to Order and Determine if Quorum is Present.

The meeting was called to order by Ms. Manea at 6:33 PM on January 27, 2016. A quorum was declared to be in attendance. Those Board members in attendance were Patricia Manea, Monica Alcocer, Gail Monnig, David Jordan, Michael McCarley, Larry Proffitt, and Manuel Rubio (alternate).

Citizens to be Heard.

Mayor Chris Riley (6939 Forest Way), Council Member Benny Martinez (6319 Rue Sophie) and City Manager Kelly Kuenstler all thanked the Board members for volunteering their time. They also stated they were encouraged by the collective skills and experience that the new Board will bring to the Leon Valley Economic Development Corporation (LVEDC).

Closed Session in Accordance with the Texas Government Code.

This Closed Session was called to order by Ms. Manea at 6:38 PM.

- A. CLOSED/EXECUTIVE SESSION:** Meet in executive session pursuant to section 551.071 of the Texas Public Information Act to meet with its attorney on a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Public Information Act, regarding *City of Leon Valley Economic Development Corporation vs. Larry Little*. **(Dan Pozza, Outside Legal Counsel)**
No action was taken on this issue.
- B. CLOSED/EXECUTIVE SESSION:** Meet in executive session pursuant to section 551.071 of the Texas Public Information Act to meet with its attorney on a matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Public Information Act, regarding a performance agreement between Leon Valley Economic Development Corporation and Leon Valley Area Chamber of Commerce. **(Roxann Pais Cotroneo, City Attorney)**
No action was taken on this issue.

This Closed Session was adjourned at 8:08 PM.

Presentation and Discussion on How the Leon Valley Economic Development Corporation is Funded. (Roxann Pais Cotroneo, City Attorney)

Ms. Cotroneo made a presentation on how sales tax revenues are distributed to the City. The current sales tax levied on Leon Valley retail sales is 8.25% per dollar spent. This percentage is broken down by 6.25% to the State of Texas, with the remaining 2.00% going to Leon Valley. Of this 2.00%, 1.00% goes to the City's **General Revenue** fund, and the other 1.00% goes to a **Dedicated Sales Tax** fund. The LVEDC (a "Type B" corporation) is currently funded by 1/8% of the City's **Dedicated Sales Tax** fund. "Dedicated" funds may also be used to fund street maintenance, crime prevention, transportation and other City needs. Percentages to be used for these various needs are determined by the voters. Ms.



Cotroneo also said the Texas Legislature has recently passed a law that allows the voters of a city to dedicate the entire 2.00% to the city's general fund. This law also allows the voters to defund the LVEDC. If that were to happen, the LVEDC would not be relieved of its debts.

Consider, Discuss and Take Action to Approve LVEDC Minutes—January 12, 2015; September 15, 2015; October 28, 2015; November 12, 2015; and December 17, 2015.

The motion to adopt all minutes, except December 17, 2015 was made by Ms. Alcocer and seconded by Mr. McCarley. The motion carried with a voice majority.

Consider and Discuss Financial Report by LVEDC Treasurer.

Mr. McCarley stated that as of this date, the two accounts at Frost Bank total \$284,825.62. Of this amount, about \$12,000 in the checking account has been allocated to cover pending accounts payable and checks that are outstanding. For the first 4 months, sales tax revenue has averaged \$22,552/month. At this average, the sales tax revenue for the FY will exceed \$270K.

Consider, Discuss and Take Action Regarding Name Tags, Business Cards, Email Addresses via New Website and Information for Brochures to Promote Leon Valley.

Approval is needed from the board to spend money for marketing items, such as name tags, business cards, website updates and brochures. Ms. Mora pointed out that advertising dollars sufficient to cover these are currently in the "Miscellaneous" budget line item. Ms. Cotroneo mentioned that advertising expenses cannot exceed 10% of the total budget. Ms. Mora assured her that they do not. Mr. Jordan asked Ms. Mora if the Retail Coach's expenses and website advertisements are in the budget. Ms. Mora answered, "Yes." Ms. Manea noted that the website was taken care of in the previous contract with the Retail Coach (Aaron). LVEDC Board approval is needed to move forward. Ms. Alcocer made a motion that the items be approved and Mr. McCarley seconded the motion. The motion carried with a voice majority.

Consider, Discuss and Take Action Regarding the Contractual Services Contract/Services Agreement with the City of Leon Valley for FY2015-2016

Ms. Mora began the discussion by stating the Service Agreement between the City and the LVEDC approved 11/10/14 should be used as the baseline for discussion of this item. Ms. Mora asked what specific services the LVEDC wants from the City. Ms. Manea stated she believed there was a misunderstanding with regard to the funding for a fulltime employee. She had understood the Agreement to limit the 40 hours of staff time to the use of Ms. Federico for administrative duties. Ms. Manea then confirmed with the CM that the hours were intended to cover up to 40 hours/week of staff services, not just the time for Ms. Federico.

Ms. Alcocer asked if there was any reason the Agreement could not coincide with the City's FY.

The Agreement's term is from December 1st through November 30th. The City's FY is from October 1st to September 30th. A change to the City's FY was approved. A request was also made to change the \$45,417 amount in the 11/10/14 Agreement to the \$46,000 that has been approved in the City's budget. This change will be made when the Agreement is updated with actions from tonight's meeting.

Mr. Jordan asked what performance measures are in place for the administrative services to be requested by the LVEDC. Ms. Kuentler responded that city employees have performance measures in their job description and that it would be appropriate for the LVEDC to add performance measures with the City Manager's approval. Ms. Kuentler suggested the administrative duties be less specific, rather than more specific, to allow more flexibility in responding to the LVEDC's requests. Ms. Alcocer suggested that Section 1, Paragraph 1 be changed to read "Staff time of 40 hours per week of



administrative support and services to be used for the LVEDC activity." In the interest of simplifying the Agreement further, Mr. Jordan suggested that Paragraph 2 of Section 1 also be changed to reduce the list of specific services listed to the following, "Authorize the use of City facilities or services for the use of the LVEDC."

Ms. Manea requested that changes listed in the paragraphs above be incorporated into the Agreement, along with new signatures to reflect the names of the current City Manager and President of the LVEDC. Ms. Alcocer made a motion to approve Ms. Manea's request, and the motion was seconded by Mr. Proffitt. The motion passed.

Consider, Discuss and Take Action on Utilizing the City Attorney (Staff) as the LVEDC Board Attorney and Consider Hiring Outside Counsel for Special Issues

City Manager said an opportunity existed to reduce the overall cost of attorneys' fees for the LVEDC. In response to this opportunity, the City Manager suggests the LVEDC take advantage of the City's hiring of Ms. Cotroneo as City Attorney. This will allow outside legal fees to be reduced for both the City and the LVEDC. If a conflict of interest should arise between the City and the LVEDC, the conflict will be discussed between the parties and outside legal advice for the LVEDC will be sought if required.

Ms. Cotroneo brings over 20 years of municipal legal experience and also has an extensive background working with many LVEDC's across the state of Texas. Ms. Alcocer made a motion that the LVEDC use the City Attorney instead of using outside legal firms to conduct business for the LVEDC. Mr. Jordan seconded the motion, and the motion passed.

Presentation, Discussion and Action on the LVEDC FY2015-2016 Budget.

Ms. Mora made a presentation, which included a 2015-2016 proposed budget. After the presentation, the Board decided to form a committee to review the budget process. Mr. Jordan suggested approval of the budget be tabled until the review could be completed. Ms. Manea asked for volunteers for the committee. Ms. Monnig, Mr. McCarley and Mr. Proffitt agreed to serve on the committee. Ms. Manea said date and time of meeting would be sent via email.

She also said that the LVEDC's budget would be removed from the March 1, 2016 City Council agenda to allow time for the committee to report its findings to the LVEDC board meeting scheduled February 24, 2016. Three recommendations for the committee to consider were made: (1) No new LVEDC grants to be awarded prior to approval of the budget, (2) Reduce professional services budget line due to hiring of City Attorney, and (3) Reduce travel budget line item due to absence of an LVEDC Director.

Ms. Manea made a motion to table the approval of a budget for the LVEDC until the committee has had time to meet and recommend changes to the Board. The adjusted budget, to be divided into 4 months of actuals and 8 months of monthly estimates, will be presented at the LVEDC's meeting on February 24, 2016. The motion carried with a voice majority.

Consider, Discuss and Take Action Regarding Promotional Material for Board in Regards to Data Storage – Cloud, Local Projects

City Manager offered to have the City's IT staff look into using the "Cloud" to store, retrieve and disseminate LVEDC information. No action will be taken on this issue until the City's IT staff has a chance to prepare a response.

Presentation, Discussion and Action on Performance Measures and Work Plan for the LVEDC FY 2015-2016 Budget.

The CM stated that the Performance Measures provided in the packet needed metrics. With only 8 months left in the current FY, the CM agreed that care would have to be taken not to make unrealistic goals, but to have goals that were



attainable in preparation for better goals and priorities next year. After considerable discussion on wording within the Performance Measures and Work Plan, the Board collectively decided more work needed to be done off line. It tabled further discussion of this issue until the February 24, 2016 meeting, with the understanding that Ms. Alcocer, Ms. Manea, and Mr. Proffitt will meet after suggestions are sent in by the board. No motion was required.

Presentation, Discussion and Action on Amendments to the City of Leon Valley Economic Development Corporation Certificate of Formation (Articles of Incorporation) and Bylaws.

Ms. Manea asked if the Board had had enough time to review these amendments. Ms. Alcocer felt more time was needed. Ms. Cotroneo mentioned that the LVEDC has not updated its annual non-profit periodic report (eminent domain reporting) to the State of Texas since 2011. She assured the Board that would be accomplished by the end of January 2016. Ms. Alcocer made a motion that this issue be tabled until the LVEDC's meeting on February 24, 2016 to allow further review. Mr. Jordan seconded her motion and the motion carried with a voice majority.

Consider, Discuss and Take Action on Protocol for Requests and Dissemination of Information.

Ms. Manea asked that all future emails go through the leonvalleytexas.gov website. If help is needed using this site, contact administrative services (Ms. Federico). Any Board members currently unable to use the .gov website were asked to use regular email addresses for their LVEDC correspondence. Ms. Cotroneo suggested everyone go through the Open Meetings and Public Information training as soon as possible. Mr. Jordan asked about length of time required for LVEDC to respond to public requests for information. Ms. Manea responded that Ms. Federico will track the official ten-day window for public requests.

Ms. Manea requested permission of the Board to table this issue until the LVEDC's February 24, 2016 meeting, at which time Ms. Cotroneo will do a quick overview of the Open Meetings Act and provide other resources for LVEDC training. Permission was granted by the Board to table this issue until the February 24, 2016 meeting.

Consider, Discuss and Take Action Relating to Submission of Items by LVEDC Board Members on the Meeting Agendas for Upcoming Meetings.

Ms. Manea made a motion that future LVEDC agenda items be submitted via email 7 days prior to the deadline for the notice of the public meeting, so that the draft agenda can be sent to board members 24-48 hours before the posting of the final agenda. The motion carried with a voice majority.

Consider, Discuss and Take Action to Register the Leon Valley Economic Development Corporation with the Texas Comptroller as Mandated by New State Law Regarding Their Statutory Eminent Domain Authority (Roxann Pais Cotroneo, City Attorney)

CA says anyone who has eminent domain authority must register with the State to avoid \$1,000 penalty. Deadline is February 1st. This applies to LVEDC because we are subsidiary to the City, and the City has eminent domain authority. Ms. Alcocer moved that the LVEDC pay the fee to register the LVEDC with the State. Mr. Proffitt seconded the motion, and the motion passed.

Discuss and Take Action on Changing the LVEDC Board Meeting Day and Time

Ms. Manea made a motion to move the LVEDC's regular monthly meeting to the fourth Wednesday of every month at 6:00 PM. The LVEDC's next monthly meeting will be February 24, 2016 at 6:00 PM. The motion carried with a voice majority.



Announcements

Annual TEDC Training is coming up. Board members must attend every two years. The LVEDC pays for Board members to attend. There is no training in Austin or San Antonio this year. The LVEDC pays for registration and provides a travel option, if required. Lodging, meals and mileage are covered under the travel option.

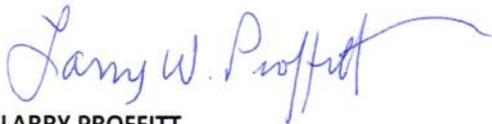
Future Agenda Items

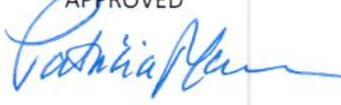
1. TEDC Sales Tax Training
2. Professional Services for Storage of LVEDC Files and Documents
3. Potential Joint Meeting with the Leon Valley Area Chamber of Commerce Board of Directors
4. Presentation and Discussion on Texas Open Meetings Act (R. Cotroneo)
5. Consider, Discuss and Take Action to Approve LVEDC Minutes for December 17, 2015
6. Discuss Financial Report by LVEDC Treasurer (M. McCarley)
7. Discussion, Consideration and Possible Action on the LVEDC FY2015-2016 Budget
8. Presentation, Discussion and Action on Performance Measures and Work Plan for the LVEDC FY 2015-2016 Budget
9. Presentation, Discussion and Action on Amendments to the City of Leon Valley Economic Development Corporation Certificate of Formation (Articles of Incorporation) and Bylaws (P. Manea)
10. Consider, Discuss and Take Action on Protocol for Requests and Dissemination of Information.

Adjourn

Mr. McCarley made a motion to adjourn the meeting at 10:52 PM. Ms. Alcocer seconded the motion, and the motion passed.

These minutes approved by the City of Leon Valley Economic Development Corporation on the 27th of April, 2016.

ATTEST: 
LARRY PROFFITT
LVEDC SECRETARY

APPROVED

PATRICIA MANEA
LVEDC PRESIDENT

February 16, 2016

City Hall - Small conference room

Ad Hoc Committee of Larry Proffitt, Gayle Monnig, Mike McCarley goal was to finalize 2015 - 2016 budget for LVEDC per approval of the LVEDC board at the January 17, 2016 meeting. Three board members will be present and does not constitute a quorum under the open meetings act.

The following is a summarization along with the supporting documents of the committee's activity along with findings from this meeting that required clarification and reported in the presentation at the LVEDC board meeting February 24, 2016.

- A) Review of proposed budget for the Year 2015-2016
- B) Fiscal Year 2015 - 2016 Budget / Spending 60 day Budget (October to November 2015)
Review of check register for October / November 2015

Clarification of \$4k for Davidson in October— The \$4k which was billed in October got paid on January 20, 2016 with check #1346. Before we sent check #1346 we had sent check #1335 to pay for this October bill and for some reason Davidson's law firm decided to use check #1346 instead of #1335. Davidson returned check #1335 and the check has been VOIDED (see the attached letter from Davidson).

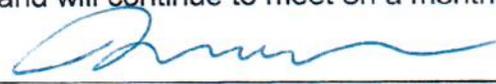
There were no charges from the Retail Coach in the first 5 months. The LVEDC is done paying The Retail Coach, the contract is over. Please see the attached PDF file with The Retail Coach contract. Please also see the attached Powerpoint Presentation Claudia Mora prepared and presented to the LVEDC Board back in September regarding a "12 month continuation of services" with The Retail Coach. I believe this explains the \$5k budgeted for this fiscal year.

- C) Fiscal Year 2015 - 2016 Budget / Spending 60 day Budget (December 2015 - January 2016)
See attached documents.
- D) Fiscal Year 2015 - 2016 Budget Spending

Data changes to the spreadsheet was the expenditures for "Patterson" (Patterson is only \$1,000) the amount is spread the amount between Patterson, Pozza and Davidson for each month. Totals on everything remain the same. Please see the attached spreadsheet.

- E) February Check Register Reviewed as presented.
- F) Frost Bank Statements Reviewed:
October 2015, November 2015, December 2015, January 2016
See attached records.

A finalized budget was reached and sent to LVEDC board to review with supporting documentation Due to the in depth review of the committee the Finance Committee meeting was not held in February and will continue to meet on a monthly basis on the regular schedule in March 2016.


Patricia Manea - President LVEDC

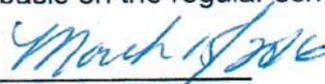

Date



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Tuesday, February 16, 2016

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**CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION
Finance Committee Meeting
Leon Valley Conference Room
6400 El Verde Road, Leon Valley, Texas 78238
Wednesday, March 16, 2016**

MINUTES

Review of Accounts Payable for February and March 2016

Ms. Ana Federico Economic Development Administrative Assistant presented two accounts payable spreadsheets for February and March 2016. The meeting packet also included an 8-month (Feb-Sep) Budget/Spending spreadsheet with a breakdown of expenses for February and March. Board President Patricia Manea and Board Secretary Larry Proffitt made the recommendation to prepare and attach the accounts payable spreadsheets only for Finance Committee meeting and asked that the 8-month budget/spending spreadsheet always be included in the LVEDC Board Meeting each month.

Review Outside Attorney Dan Pozza's Invoice

Finance Committee reviewed Dan Pozza's Invoice and the committee made sure the fee was included in the budget/spending spreadsheet for the LVEDC Board to review.

Review receipts from approved vendors for Façade and Signage Program, discuss reimbursement

Brenda Tellez-Tellez Tamales

Adrian De Los Reyes- Farmers Insurance

Ms. Federico introduced submitted receipts from Ms. Brenda Tellez with Tellez Tamales and presented before and after pictures of the façade and signage work that was completed. She also introduced the submitted receipt from Mr. Adrian De Los Reyes with Farmers Insurance; before and after pictures were also presented to the committee. The board agreed to proceed with reimbursement and asked for checks to be prepared for signature at the LVEDC Board Meeting March 23, 2016.

Discuss IRS "Request For Abatement and Refund"

Ms. Manea introduced emails she received from CPA Accountant Jorge Herrera and asked City/Board Attorney Roxann Cotroneo for advice in the matter. Ms. Cotroneo asked the committee to give her time to review paperwork so that she can prepare a letter to be mailed to the IRS.

Consider, discuss and take action to approve LVEDC Finance Committee Minutes- February 16, 2016

Ms. Federico introduced minutes for February 16, 2016, which Ms. Manea prepared for the Board to review and approve. The committee agreed to present the minutes to the LVEDC Board for approval.

Review and discuss invoice for LVEDC name tags and business cards

Ms. Federico presented an invoice from Monarch Trophy for name tags; she also included artwork proof and asked if she could proceed with the order. The committee reviewed and gave authorization for Ms. Federico to move forward. Ms. Federico informed the committee she was still waiting for a quote from Horizon Printing for the business cards, she promised to keep the committee informed as soon as she had an update.

Review and discuss draft contract Proposal Suite



Ms. Manea informed the committee she was working with Justin from Ed Suite regarding cloud storage for the LVEDC Board to make use of. Ms. Manea promised to email a link to the committee with a log in to see the material.

Discuss website services and possible reimbursement to Ms. Patricia Manea for buying LVEDC website domain name

Ms. Manea informed the committee about the domain name for the LVEDC website which she purchased so that the website can be up and running; she mentioned the domain was obtained from GoDaddy and received a discount of \$31.00. Ms. Manea asked that the reimbursement be added to the April LVEDC accounts payable.

Review and discuss Adobe Nitro software purchase for preparing LVEDC meeting packets

Ms. Federico presented basic information regarding the software Adobe Nitro and made the recommendation to purchase the software as it will benefit when preparing monthly meeting packets.

Miscellaneous

Discuss and prepare for LVEDC March 23, 2016 Meeting Agenda

Ms. Manea reviewed the draft LVEDC March 23rd meeting agenda and asked to meet with Ms. Federico after the finance committee meeting to add information.

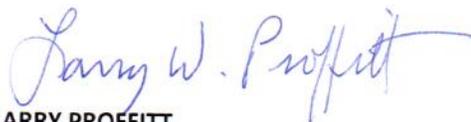
Announcements

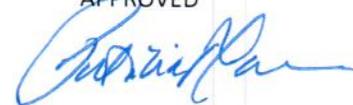
**Texas Economic Development Council
Leon Valley Area Chamber of Commerce**

A flyer was attached to the meeting packet for a conference in April 2016 for Texas Women in Economic Development Conference.

The meeting packet included an application/announcement from the Leon Valley Area Chamber of Commerce regarding its 18th Annual "Silent Auction".

These minutes approved by the City of Leon Valley Economic Development Corporation- Finance Subcommittee on the 27th of April, 2016.

ATTEST: 
LARRY PROFFITT
LVEDC SECRETARY

APPROVED

PATRICIA MANEA
LVEDC PRESIDENT



**CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION**
Leon Valley Fire Department Training Room
6300 El Verde Road, Leon Valley, Texas 78238
Wednesday, September 23, 2015

MINUTES

I. Call to Order and Determine If Quorum is Present

Board President Stephen Ynostrosa called the meeting to order at 5:40 p.m. Board Treasurer Mike McCarley, Board Member Rudy Garcia, Board Member Patricia Manea, Board Member Joe Sanchez, Board Member Monica Alcocer and Board Member David Jordan were present, constituting a quorum. Board Secretary Dave Gannon was excused. Also in attendance were City Manager Kelly Kuenstler, Staff Liaison Claudia Mora and Economic Development Administrative Assistant Ana Federico. Board Attorney Gaines Griffin and Litigation Attorney Dan Pozza were present.

II. Introduction and Welcome of New City of Leon Valley City Manager, Kelly Kuenstler

City Manager Kuenstler introduced herself and shared her professional background. Mr. Ynostrosa welcomed Councilman Jordan.

III. Closed Session in Accordance with Texas Government Code

The City of Leon Valley Economic Development Corporation Board will Convene in Closed Session:

- A. Pursuant to Tex. Gov't Code Ann. § 551.071 (1), (2) consultation with attorney regarding *Larry Little v. Leon Valley EDC*;
- B. The City of Leon Valley Economic Development Corporation Board will Reconvene into Open Session and may take action on the Closed Session Items

The LVEDC convened into closed session at 7:06 p.m. The Board reconvened into open session at 7:55 p.m. No action was taken in closed session.

IV. Citizens to Be Heard

There were none

V. Consideration of LVEDC Minutes

Ms. Mora explained why June 10, 2015 minutes were amended. Mr. Ynostrosa stated it was important to have correct data recorded in the minutes. Board discussed the idea of postponing 30 days to ensure the minutes were correct. Mr. Garcia moved to table the minutes for time to review. Board Treasurer McCarley seconded the motion. The motion carried by voice vote.

VI. Financial Report by LVEDC Treasurer and Consideration

Board Treasurer McCarley reported that as of September 23, 2015, the balance of the combination of accounts was \$365,737.22. He reported the Money Market account balance was \$324,133.69. The checking account balance was \$41,603.53.

VII. Presentation, Discussion and Possible Action on Performance Measures or Goals for the LVEDC FY 2015-2016 Budget

City Manager Kuenstler presented a briefing to the LVEDC that she stated she took from the bylaws and Articles of Incorporation with the goal of how the LVEDC wants to present to the Council. Ideas included



- Development of an Economic Development Plan (with Timeline)
- Development and Submittal of quarterly and annual LVEDC Status Reports
 - o Vacant Property List and Maps
 - o List of New Businesses by Quarter
- Development and Submittal of Annual LVEDC Budget to Council
- Monitor Legislation and legislative proposals which could impact economic development and develop a quarterly report
- Invest in Human Capital in Leon Valley
- Build 21st century infrastructure
- Implement smart-land use
- Prepare an educated workforce

City Manager Kuenstler concluded it was important to retain existing businesses and industries by fostering partnerships with local businesses. She also stated another goal was to increase spending in the community.

Discussions continued on the roles and responsibilities between the LVEDC and City of Leon Valley Economic Development Department. To determine the roles President Ynostrosa asked Ms. Mora to present her job description to the Board and determine the differences she carries out in her role as staff to the board.

With the task from the Council to provide metrics on the LVEDC budget, the Board concluded further time (approximately 60 days) was needed to prepare the necessary information. Mr. Garcia moved to request a 60 day extension to create performance metrics for the FY 2015-2016 LVEDC budget. Board Member Sanchez seconded the motion. The motion carried by voice vote.

Mr. Sanchez moved to request a 60 day Continuing Resolution on the FY 2015-2016 LVEDC budget to enable the LVEDC to carry out its duties for the first two months of the FY. Board Member Garcia seconded the motion. The motion carried by voice vote.

VIII. Presentation, Discussion and Possible Action on Amendments to the City of Leon Valley Economic Development Corporation Bylaws

Mr. Ynostrosa stated the Council should have received our resolution. He stated we are waiting for the outcome of our request. This agenda item was tabled.

Board Member Sanchez moved for the item to be tabled. Board Member Garcia seconded the motion. The motion passed by voice vote.

IX. Presentation, Discussion and Possible Action on a One-Year Contract with The Retail Coach

Ms. Mora provided an update to the LVEDC Board on the project deliverables from Retail Coach. Councilman Jordan requested an e-mail indicating what was on contract and deliverables. President Ynostrosa suggested we consider a 9-month contract plan. He also suggested we invite them to the LVEDC meeting in October. Board member Garcia moved for the item to be tabled and to invite Aaron Farmer (Retail Coach) to the next meeting. Board Member Sanchez seconded the motion. The motion passed by voice vote.

X. Discussion and Possible Action Professional Services Contract(s)

City Manager Kuenstler will provide information on the contracts. Ms. Mora stated she gave the information in a presentation to the City Manager and was also presented to the Council.

XI. Discussion and Possible Action on Policies and Procedures for Preparation of Meetings, LVEDC Agendas, Minutes and Related Recordkeeping

The Board discussed the need for job descriptions of Ms. Mora and Ms. Federico to determine proper execution of roles and responsibilities. It was noted the Council is seeking a more active role on the day-to-



day operations of the LVEDC. President Ynostrosa stated we could provide more information on a timely basis. No action taken on item.

President Ynostrosa stated he or the new Board Secretary Sanchez should be able to review any information sent to the City Staff or City Council. President Ynostrosa made a motion to not have any minutes or information shared with staff or council until they are reviewed and approved by the LVEDC. Board Member McCarley seconded the motion. The motion passed by voice vote.

Mr. Sanchez made a motion requesting any official request by City staff or city council should be made to the LVEDC President or LVEDC Secretary. Board Member Garcia seconded the motion. The motion passed by voice vote.

XII. Future Agenda Items

- A) Work Session(s) on Strategic Plan – to assist, Ms. Mora will obtain Ms. Kuentler's presentation.
- B) Façade and Signage Program Applications -
- C) Update on IRS Refund Request

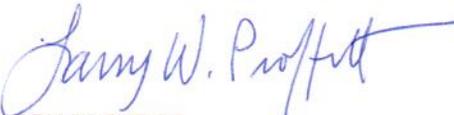
Announcements – Ms. Mora reminded the Board that some had to complete Tax Training in the very near future.

VIII. Adjourn

Board Member Garcia moved for adjournment. Board Member McCarley seconded the motion. The meeting was adjourned at 9:26 p.m.

These minutes amended and approved by the City of Leon Valley Economic Development Corporation on the 27th of April, 2016.

ATTEST:


LARRY PROFFITT
LVEDC SECRETARY

APPROVED



PATRICIA MANEA
LVEDC PRESIDENT



**CITY OF LEON VALLEY
ECONOMIC DEVELOPMENT CORPORATION**
Leon Valley Fire Department Training Room
6300 El Verde Road, Leon Valley, Texas 78238
Wednesday, December 17, 2015

MINUTES

I. Call to Order and Determine if Quorum is Present

Board President Michael McCarley called the meeting to order at 11:30 a.m. Board members Monica Alcocer, David Jordan, Patty Manea, Gayle Monnig, Joseph Nazaroff, and Larry Proffitt were present. A quorum was determined to be present. Board alternates Manuel Rubio and Marian Slaughter were also present, along with Staff Liaison Claudia Mora and Economic Development Administrative Assistant Ana Federico.

II. Introduction of Board Members

Mr. McCarley asked the new board members to introduce themselves. Each gave a short description of their history with Leon Valley and their reason for wanting to serve on the Leon Valley Economic Development Corporation (LVEDC) board.

III. Briefing on LVEDC Articles of Incorporation

Ms. Mora gave an overview of each of the 15 Articles of Incorporation. She began by saying the City Council approved the LVEDC in 2008. The LVEDC is funded with one-eighth of one percent of the city sales tax. An amendment was passed in March 2009 to allow the LVEDC to issue bonds. The amendment also included corrections to grammatical errors. Texas law authorizing the LVEDC has been changed from Texas Civil Statute 5190.6 to Chapters 501-505 of the Texas Local Government Code (TLGC).

Language to amend the Articles has already been drawn up to allow alternates to be elected to the Board and to take care of identified word changes. For example, word changes that need to be made under Article 8, paragraph b. are as follows: (1) "The Council, may at its sole discretion, and at any time, amend these articles and later (change "later" to "alter")...." (2) "Restated Articles may be field (change "field" to "filed")...." Ms. Mora also mentioned the board could remove the name of a specific City Manager to include the title of City Manager only as the "Registered Agent". While reviewing the Articles, Ms. Mora emphasized that the LVEDC is a Type B corporation.

Ms. Mora discussed the need to amend the LVEDC Bylaws to allow alternates to serve on the Board and to add their duties and responsibilities as well. Newly appointed alternates are urged to attend meetings to ensure a quorum is present. Any board member who is unable to attend a particular meeting is requested to notify the Administrative Assistant or President of their expected absence as soon as possible.

IV. Briefing on LVEDC Bylaws

Ms. Mora gave an overview of each of the Bylaws. Section 2.1.b needs to be amended to allow inclusion of City Council members on the LVEDC Board. Section 2.2.a needs to be amended concerning the meeting place of the Board. The Board's recommendation is to officially move meetings from the Kinman House to City Hall. The LVEDC is a component part of the City's annual audit. Requests for City services must be approved by the City Manager. Chapter 504 of the TLGC describes how to amend the Articles and the Bylaws.

V. Briefing on LVEDC Activities



Ms. Mora presented the PowerPoint presentation titled "Activities" which was included as part of the LVEDC package issued for the 12/17/15 LVEDC meeting. Her PowerPoint presentation has been adjusted to correct math errors, which include the Total Project Funding on Slide 8 being changed to \$358,689.49. This change was the result of the General Grant Program total on Slide 9 being changed to \$295,022.50.

All grants require written agreements. Façade and Signage grant submissions are only accepted every six months. General grant submissions can be made at any time. Ms. Mora stated that grant agreements are pre-printed and then tailored to the specific terms and conditions for a particular grant seeker. Both stakeholders in the agreement are encouraged to become familiar with its content in order to protect their interests. Grants are not paid off until invoices are provided and sites are inspected. Ideally, before and after pictures and/or renderings are provided before payment. Businesses must comply with current code, including overlays, unless a variance is approved. Variance costs/fees are not eligible for reimbursement under the grant program.

Adding info for some of the slides, Ms. Mora stated, the grant for Jenfield, LLC (\$10,000) is contingent on how the funds are to be spent. The LVEDC has requested more detail before the grant can be approved. More detail is also required for Bring Your Own Parts (\$10,000) and Farmers Insurance (\$5,222.36) for those grants to go forward. LOQ Bandera Holdings (SA Aquarium and other former Fiesta Dodge buildings) has met its obligations, and its \$200,000 grant has been paid in full.

The LV Area Chamber of Commerce (CoC) has been approved for a \$57,000 grant, of which \$30,000 has been authorized but not paid. Approval of invoices is pending. Invoices submitted to date total <\$18,000. Ms. Mora recommended that the additional \$27,000 not be authorized until invoices matching the original \$30,000 have been validated.

Mr. Jordan asked if grants have an upper limit, and Ms. Mora responded they do not. She emphasized that the Board can set such limits. Mr. Nazaroff asked if there are penalty provisions for businesses that go out of business soon after a grant is paid off. Again, Ms. Mora said no, but indicated such penalties could also be set by the Board. Agreements require timelines for completion of work and mention is made of businesses remaining viable for 1-2 years after grants are paid off. Penalties, however, for failing to meet these criteria are not specified. Changes to tighten new agreements will certainly be considered. Overall funding limits for grants can also be addressed by the Board at a future date.

Mr. Jordan asked if the CoC's lease payments were included in the invoices. Ms. Mora responded that they were, but such payments are not in the agreement and currently appear as audit exceptions. A recap of the audit and its exceptions will be provided for the January meeting of the LVEDC. Mr. Proffitt asked if the labor specified in the agreement includes salaries for the CoC's staff. Labor as mentioned in the agreement is for contractors' labor used for renovation, not for staff salaries. Further, the Board concluded that staff labor is not a part of "hard costs" or "start-up" costs.

Mr. Jordan asked if the reports that have been paid for are still available. Ms. Mora responded that the data is available, but was already outdated at the time she took office. It will be put back on the website in .pdf format or emailed to the Board members. The LVEDC link will take you to the most recent reports of the Retail Coach. Ideally, the website should be updated every 6-12 months. Mr. Jordan asked if demographic information from the Retail Coach has been forwarded to individuals who have requested it. It has not, due to time limits and other LVEDC priorities. Forms and documents needed to apply for an LVEDC grant are available on the City's website.

Mr. Nazaroff asked if safeguards are now in place to prevent a recurrence of previous mistakes, which resulted in the current LVEDC lawsuit. Ms. Mora responded that the LVEDC Board can postpone approval of grants, if closer scrutiny is required. Another safeguard available is to have legal counsel (now the City



Attorney) determine whether or not the business applying is a legitimate and reasonably solvent business. Board members need to refrain from making any type of verbal agreements with grant applicants. All grants must be awarded in writing and must be approved by both the LVEDC and the City Council. Without these approvals, no monies can be released. Ms. Alcocer added that the LVEDC should always "Be careful of what you write, when you write it, and to whom you write it....Anyone can sue at any time." Not keeping proper LVEDC minutes and not producing them in a timely manner may have contributed to our loss in the Larry Little case. Mr. Nazaroff asked if the Board has "Errors and Omissions" liability insurance. Ms. Mora responded that the LVEDC does not.

Based on LVEDC-type meetings he had attended, Mr. Jordan emphasized the need for the LVEDC, the City, the County, and the CoC to work "from the same sheet of music" when soliciting new business and when trying to make it easier for new businesses to settle in Leon Valley (e.g. Permits, inspections, etc.).

Mr. Yarnell asked if members of the business community should be excluded from serving on the LVEDC Board. Board members agreed that there should not be exclusions per se. Ms. Manea suggested that should some apparent conflict of interest arise, the Board should turn to the State Attorney General for direction.

VI. Presentation, Discussion and Possible Action on Performance Measures or Goals for the LVEDC FY 2015-2016 Budget

A presentation of the revised 2015-2016 Budget was given by Ms. Mora. The presentation was in accordance with the slide package titled "Proposed FY 2015-2016 Budget" that was distributed as part of the slide package for the 12/17/16 EDC meeting. Ms. Mora asked that all board members further review the slide package and propose changes/improvements at the January board meeting. A general discussion of the Larry Little case took place with regard to attorney fees ITD and anticipated. More definitive budget info on attorney fees will be presented at the January 2016 meeting.

A brief discussion of Performance Measures and Goals was also conducted. It was determined that more metrics were needed, a suggestion was made for Board members to come back to the Board with their own ideas of what the performance measurements and goals should be for the FY 2015-2016 LVEDC Budget. Ms. Alcocer moved to table approval of the budget and performance measures/goals until the January 27, 2016 meeting. Her motion was seconded by Mr. Proffitt, and the motion was approved.

VII. Election of Board Officers

Currently, Mr. McCarley is the only signee on the Board's accounts. Since he has been reappointed to the Board, all other officers need to be elected or re-elected. Ms. Manea was nominated for President, Mr. Nazaroff was nominated for Vice-President, Mr. McCarley was nominated for Treasurer, and Mr. Proffitt was nominated for Secretary. All nominees were elected by unanimous votes.

VIII. Staff Report

Frost Bank will send new signature cards this week. Invoices to be paid include those for the attorney for appeal (Mr. Pozza), the TEDC for 2016 sales tax workshops, and Monarch Trophy for a nameplate. Checks for these invoices will be postmarked by end of December 2015.

Ms. Mora asked Tom Long of the San Antonio EDC what Leon Valley should do to recruit medical firms, such as medical billing, call centers, etc. The SAEDC does not currently pursue these types of businesses. Mr. Long also recommended we update our survey of vacant spaces and make a list of these properties available to realtors specializing in space for medical firms. Meetings with these realtors are expected to begin by January 2016.



Ms. Mora discussed how to track new businesses in Leon Valley. Certificates of Occupancy (COO) can be used, but upgrades to facilities for existing businesses can sometimes be confused with new businesses. To help improve on use of the COO's, Ms. Mora indicated that CPS connections and disconnections could be used to track new businesses and departing businesses. Use of zip codes alone can be misleading, since zip codes include businesses operating in both Leon Valley and San Antonio. Likewise, the State Comptroller's list of sales tax entities can be misleading, because not all businesses listed are based in Leon Valley. An example would be Whataburger, Church's, etc.

Currently, the appellate brief is scheduled to be submitted January 11, 2016. The initial brief is the most important aspect of the appeal process. There have been three mediation attempts, all ending without a resolution. The litigating attorney, Mr. Pozza has spoken with Mr. Griffin and Mr. Lopez to ensure the appellate brief is of the highest quality. Mr. Pozza will present a complete update on the Larry Little case at the January meeting of the LVEDC Board.

Today's meeting was held at mid-day to allow for holiday schedules. Meetings are usually held at 6:30 PM on the fourth Thursday of the month. The January 2016 meeting will be held at 6:30 PM on January 27, 2016. Ms. Manea indicated that an agenda item will be added for the January meeting, so that the Board can address a permanent meeting time for 2016. A request was made to circulate a current list of Board contact information.

Mr. Rubio asked if his request before the Zoning Commission to have the architectural overlay lifted from some of his properties would be considered a conflict of interest with regard to his being on the LVEDC Board. Current policy does not preclude community businesses from having a place on the board. The general feeling was that there would be no conflict of interest with Mr. Rubio serving on the LVEDC Board, as long as he realizes no direct benefit from his position. If his Board actions are deemed to be a conflict of interest, he should recuse himself from Board discussions and votes. The final approval of new grants rests with the City Council, not with the Board. If any questions regarding conflicts of interest should arise, they can be referred free of charge to the Texas Attorney General for answers.

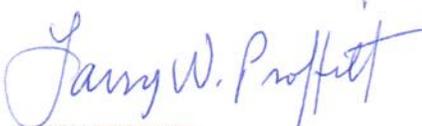
IX. Announcements

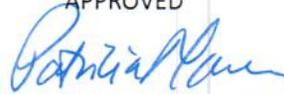
Mr. Yarnell announced that a tour of the new city hall will be conducted immediately prior to the 6:30 PM meeting of the Zoning Commission on January 26, 2016.

X. Adjourn

Ms. Manea adjourned the meeting at 2:11 PM.

These minutes approved by the City of Leon Valley Economic Development Corporation on the 27th of April, 2016.

ATTEST: 
LARRY PROFFITT
LVEDC SECRETARY

APPROVED

PATRICIA MANEA
LVEDC PRESIDENT

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MARCH 8, 2016 MEETING MINUTES**

The Park Commission of the City of Leon Valley, Texas met on the 8th day of March, 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: Carolyn Gabriel, Steve Parker, Belinda Ealy, Kathy Hill, Dorothy Humphrey, Jackie Walton, and Alternates Josue De La Torre and Danielle Bolton. Absent and excused were Commissioners Benay Cacciatore and Linda Tarin. Also present were Councilmember Monica Alcocer, City Staff member Melinda Moritz and resident Robert Jarzombek.

2. Review and Approval of the February 9, 2016 Regular Park Commission Meeting Minutes.

Commissioner Hill made a motion to approve the minutes from the February 9, 2015 Regular Park Commission meeting. The motion was seconded by Commissioner Ealy. The minutes were approved unanimously.

3. Citizens to be Heard

Robert Jarzombek of 7210 Grass Valley spoke, requesting that a street light be installed at the crosswalk at the library. The Commissioners agreed with Mr. Jarzombek and Commissioner Torre stated that a light was also needed to see when crossing the Huebner Creek bridge. Staff member Moritz told the Commission that lights had been ordered and would be installed upon receipt.

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 reported that the Variance Request had been taken before City Council and that it had been approved for a period of eight weeks, starting with the first Wednesday in March. She explained that the event would be reported at the April Park Commission meeting, but that they would be continuing the activity longer than what was expected, as the group had previous commitments and couldn't start until the March 1st date.

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MARCH 8, 2016 MEETING MINUTES**

Commissioner Parker said the event had a minimal impact on Park activities. Commissioner Hill stated that they were using much larger telescopes than she had imagined. Councilmember Alcocer mentioned how wonderful the group was, stating that she had attended one of the events, bringing her own telescope which hadn't been used, and that they had spent a lot of time setting it up, and that they were very patient with her, explaining its use. She suggested that anyone wishing to attend go a little earlier to get setup in time.

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

Mr. Green addressed the Commission, giving a presentation on the planning for the 4th of July event. He stated that events originally planned included pony rides, moonwalks and carnival rides, additional electrical power, two stages, food and beer booths, and fireworks. He explained that the moonwalks and carnival rides may not be feasible due to the costs, but that he was still waiting for some quotes. He also explained that the additional power may not be installed prior to this year's event, as CPS takes a long time to install new meters.

Commissioner Parker reminded Mr. Green that any plans for pony or carnival rides and additional lighting would have to be approved by the Park Commission and the City Council, as this would require a variance from the Code.

A general discussion was held on subjects such as booth price increase, trash pickup at the event, temporary labor, and site layout. Commissioner Hill made a motion to give tentative acceptance of the variance requests until such time as Mr. Green was sure of his event needs. The motion was seconded by Commissioner Ealy, and the vote passed unanimously.

Mr. Green informed the Commission that he had received a grant opportunity from United Way to start a Wounded Warrior Project, which would include training at Raymond Rimkus Park.

Commissioner Walton asked if this was to be a one-time event or if it would be ongoing. Mr. Green replied that it was still under development and would depend on the amount of funds received. He further explained that the program would tentatively include wheelchair tennis and basketball, and similar activities.

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MARCH 8, 2016 MEETING MINUTES**

Commission Parker stated that, while he was in full support of the Wounded Warriors, he thought the park might not be large enough, depending on the numbers in attendance. Mr. Green stated that he would keep the Park Commission updated as the plans developed.

Chairman Christensen stated that he was receptive to the concept, but if any significant modifications were planned for the Park, he would like Mr. Green to provide reports to the Commission.

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, stating the Phase II portion of the project was just about finished.

5. Commissioner and Staff Comments

Staff member Moritz gave an update on the Silo Park development, noting that the new water well would not interfere with any planned amenities at the park, and that the jogging path would be installed during the coming months. She then let the Park Commission know that the County would be using the Shadow Mist Park as storage for their materials during the Phase III portion of their project, but that she had budgeted some money for improvements in the next fiscal year.

Commissioner Bolton stated that she needed more information on the power plan for the park.

Commissioner Torre stated that Zoning Commissioner Dieckert uses the park often and has a sight disability. He stated that there are several branches hanging over the jogging path that are dangerous and need to be cut or removed.

Commissioner Hill stated that at the March 1st City Council meeting, the Council and the Historical Society had entered into a Memorandum of Understanding for grounds maintenance and to help raise money for improvements to the homestead. She stated that they would like to be placed on the Park Commission agenda in either April or June.

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MARCH 8, 2016 MEETING MINUTES**

Commissioner Gabriel stated that she really liked holding the Park Commission meetings at the Conference Center, as it was easier for her to get to. She also asked if there had been any updates on the possible acquisition of the Forest Oaks pool by the City.

Commissioner Bolton stated that she had not been informed of the Forest Oaks Pool Committee meeting and therefore had missed it. Councilmember Alcocer stated that the report had said 100% attendance and that she would be sure Ms. Bolton was notified for the next meeting.

Commissioner Humphrey stated that she had noticed more loose dogs in the park and that she would like the Animal Control Officer to perform after their regular duty hours. She also stated that she had enjoyed the Earthwise Living Day event, especially the fashion show.

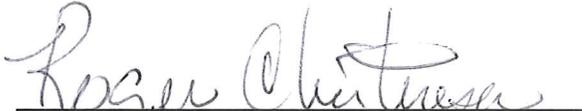
Commissioner Parker stated that he really liked the aerial map of the park and that he would like such a map for the other park areas.

Commissioner Ealy asked if the pool maintenance company was responsible for the mowing of the pool area. Staff member Moritz stated that they were not, but that Public Works would be cutting the grass soon.

Chairman Christensen reminded the Commission of the upcoming work day at the park and to meet near the ball field and bring shears, pruners, shovels, etc., and to keep an eye out for items that needed maintenance.

6. Adjourn.

Commissioner Walton made the motion, which was seconded by Commissioner Parker, and the meeting was adjourned at 8:27 pm.



Roger Christensen - Chairman



Date