



**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, June 21, 2016

AGENDA

SPECIAL CITY COUNCIL MEETING AGENDA

1. **5:30 P.M.** Call to order, Determine a Quorum is Present.
2. The City Council shall meet in Executive Session under :
 - A. Texas Local Government Code §551.071 *Consultation with Attorney to discuss: Wm. Rancher Estates Joint Venture et al. v. City of Leon Valley et al, Cause No. 2013-CI-03399* filed in the 225th Judicial District Court, Bexar County, Texas
 - B. Texas Government Code §551.074 *Personnel Matters* to discuss the following: Six month performance evaluation of City Attorney Roxann Pais Cotroneo.
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, June 21, 2016

AGENDA

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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 of the Texas City Attorney's Association (TCAA) Municipal Certification Program Award to the City of Leon Valley. **M&C #2016-06-21-01 (R. Cotroneo).**
8. Presentation of the Beautification Awards to Residents and Businesses of Leon Valley by Mayor Chris Riley.
9. Presentation of Good Neighbor Awards to the Forest Oaks Garden Club and the Bexar County Master Gardeners for judging of the Beautification Awards by Mayor Chris Riley.
10. Presentation of the 2016 Leon Valley 4th of July Festival and Fire Work Spectacular by Communications Director Kristie Flores.
11. Presentation and Discussion on Code Enforcement Policy. **M&C #2016-06-21-02 (L. Valdez).**

CONSENT AGENDA

12. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) June 07, 2016 Special City Council Meeting
 - b) June 07, 2016 Regular City Council Meeting
13. Consider, discuss and possible action on the appointment of Leslie Bacon-Knopf to the Earthwise Living Committee and the Community Events Committee. **M&C #2016-06-21-03 (S. Passailaigue)**
14. Consider, discuss and possible action to authorize the City Manager to enter into a contract for banking services with Frost Bank to serve as the depository for the City of Leon Valley. The term of the contract is October 1, 2016 to September 30, 2021. – Frost Bank's Jerry Yost Senior Vice President and Van Carter Senior Vice President. **M&C #2016-06-21-04 (V. Wallace).**

REGULAR AGENDA

15. Consider, discuss and possible action on the acceptance of a rebate award from the San Antonio River Authority's Watershed Wise Rebate Program and authorize a budget adjustment in the amount of \$82,000, for the purpose of funding the construction of a Low Impact Design (LID) parking lot at City Hall. **M&C #2016-06-21-05 (M. Moritz).**
16. Consider, discuss and possible action on Hodges Street and surrounding area traffic mitigation options. **M&C #2016-06-21-06 (M. Moritz).**
17. Consider, discuss and possible action on request to accept a bid and award a contract for the 2016 Huebner Road Mill and Overlay Project to San Antonio Constructors in the amount of \$357,817.39, and authorize the City Manager to sign change orders up to \$50,000. **M&C #2016-06-21-07 (M. Moritz).**
18. Consider, discuss and possible action regarding contract terms surrounding the one year lease of permitted Edwards Groundwater Rights to the Edwards Aquifer Authority. **M&C #2016-06-21-08 (D. Dimaline).**

19. Consider, discuss and possible action on an amendment to the Leon Valley Fire Department leave usage. **M&C #2016-06-21-09 (C. Caldera).**
20. Presentation, consider, discuss and possible action on the Leon Valley Pool and the Forest Oaks Pool current and future organizational, operational and finance issues to include the Forest Oaks Pool committee report. **(Council Member Benny Martinez and Council Member Belinda Ealy)**
21. 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:
 - 2016 Leon Valley 4th of July Festival and Fire Work Spectacular at Raymond Rimkus Park, 10:00 a.m. – dusk
 - City Offices Closed, Monday, July 4th in observance of Independence Day.
 - July 5th Regular City Council Meeting has been cancelled. The next meeting will be July 19th.
 - Coffee with the Mayor and City Council, Saturday, July 23, 2016, 9:00 a.m. to 11:00 a.m. at the Leon Valley Conference Center

22. Citizens to be heard.

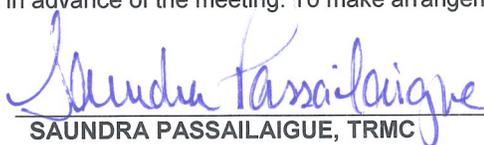
23. Announcements by the Mayor and Council Members. At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday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

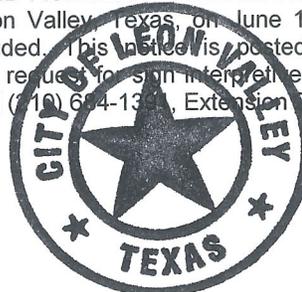
24. Adjournment.

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 June 16, 2016 at 8:45 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 interpretation or other services must be made 48 hours in advance of the meeting. To make arrangements, call (710) 654-1311, Extension 216.


 SAUNDRA PASSAILAIGUE, TRMC
 City Secretary



MAYOR AND COUNCIL COMMUNICATION

DATE: June 21, 2016

M&C #2016-06-21-01

TO: Mayor and City Council

FROM: Roxann Pais Cotroneo, City Attorney

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Texas City Attorneys Association Municipal Certification Program

PURPOSE

The Texas City Attorney’s Association (TCAA) Municipal Certification Program recognizes attorneys who demonstrate advanced knowledge and experience in municipal law. The program includes a separate certification for municipal attorneys and municipal law offices.

The TCAA has issued merit certificate to both the City of Leon Valley City Attorney’s Office and its City Attorney for distinguished service to the municipal law profession.

FISCAL IMPACT

No impact.

RECOMMENDATION

Recognition of Merit Certificates

S.E.E. IMPACT STATEMENT

Social Equity – N/A

Economic Development – N/A

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



TEXAS CITY ATTORNEYS ASSOCIATION

*To All To Whom These Presents May Come Greeting
Be It Known That*

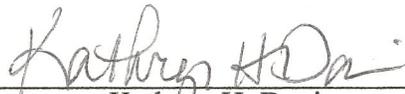
In Recognition of Distinguished Service To the Municipal Law Profession

City of Leon Valley Attorney's Office

Has satisfied the requirements for

Merit Certification in Municipal Law

On the Seventeenth Day of June, 2016



Kathryn H. Davis

President, Texas City Attorneys Association



TEXAS CITY ATTORNEYS ASSOCIATION

*To All To Whom These Presents May Come Greeting
Be It Known That*

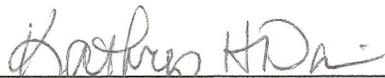
In Recognition of Distinguished Service To the Municipal Law Profession

Roxann Pais Cotroneo

Has satisfied the requirements for

Merit Certification in Municipal Law

On the Seventeenth Day of June, 2016



Kathryn H. Davis

President, Texas City Attorneys Association



TO ENTER THE MZ. RED, WHITE, AND
BLUE CONTEST OR A CAR IN THE CAR
SHOW CONTACT BLAKE OR STEVE AT
(210) 523-1716

DON'T FORGET!
EVERY WEEK ON TUES. - SAT. JOIN US
FOR LIVE KARAOKE! 9 PM- 1 AM AT THE
PERFECT SCORE BAR & GRILLE.

Pre-Festivities



BANDERA BOWLING CENTER

MEMORIAL "REMEMBER OUR VETS" EXTRAVAGANZA

JULY 1-3 Mz Red White & Blue Qualifying - ticket sales and bowling for prizes fundraiser for our Veterans

**JULY 3
2-6PM** Car Show, BBQ & Mz Red White & Cruise Finals fundraiser for our veterans

**JULY 3
6-10PM** Red White & Blue Fashion Show and Designer outfit auction for our Veterans

**JULY 4TH
12-10PM** Bowling for our Veterans with Commemorative Ceremony at 4pm and Park & Ride for Fireworks

* PROCEEDS WILL GO DIRECTLY TO AMERICAN LEGION TO BENEFIT VETERANS *

6700 HUEBNER ROAD, LEON VALLEY, TEXAS 78238 • 210-523-1716 • CHECK US OUT @ BANDERABOWLINGCENTER.COM

Pioneer Firecracker 5K – Kick Off Event 8am – 6828 Poss Rd Historical Society



Parade

10am – 7420 Huebner Rd

Partnering with LDS Church

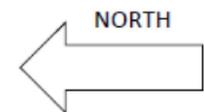




2016 Leon Valley Fourth of July Parade Route

Please note there are 3 ways to end the parade

- 1) VIP end at Large Parking lot in Park
- 2) Those in Parade staying for Opening Ceremonies can park at NW Little League
- 3) Those leaving the event can proceed to Bandera Rd



FOOD/FUN



Booth Legend

- 1-KSAT
- 2-KSAT
- 3-COLV
- 4-COLV
- 5-Navy and Band Promo location
- 6-Chamber of Commerce
- 7-Southern Journeys
- F8-Alamo City Concession
- F9-Pepito's Italian Ice
- D10-Chelsea's Catering & Bar Service (sodas & waters)
- F11-Broadway Place/Deep Fried Eats & Treats
- F12-DPS Sweet Sensations
- F13-Garcia Concessions
- F14-Pastrano Concessions
- F15-Grate BBQ Company
- F16-Vincent's Food Service
- F17-Vargas Concessions
- D18-Chelsea's Bar Service (alcoholic/nonalcoholic beverages)
- D19-Chelsea's Bar Service (alcoholic/nonalcoholic beverages)
- F20-Carrillo Concessions
- F21-Carrillo Concessions
- F22-Audie Murphy Post 336
- F23-Ice of Texas
- F24-Sanchez Concessions
- F25-Alamo City Concessions
- F26-Philipino Food Concession by Community at the Ridge
- T27-AJ's BBQ
- T28-Party Tyme Kettle Corn
- F29-Vero Wood Fire Pizza
- T30-Vero Wood Fire Pizza
- T31-Shiverz
- T32-Tony G's Soul Food
- T33-Hungry Badger
- T34-Kona Ice
- T35-Chango's Gourmet Hotdogs
- Nanny's Nook Jewelry
- Party Pros
- Bandera Bowl
- Elite Care
- SANA
- Waste Management



ENTERTAINMENT



MINGO FISHTRAP



CARNIVAL 12pm-9pm



Wristbands

Pre-Sale \$10 beginning June 10th

On-Site \$15 July 4th

pre-sale location LV City Hall



Fireworks
Spectacular
By Starlight
Fireworks

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



**STARLIGHT FIREWORKS & FX LLC,
512.801.5492**

OTHER

Parking Areas

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

OTHER

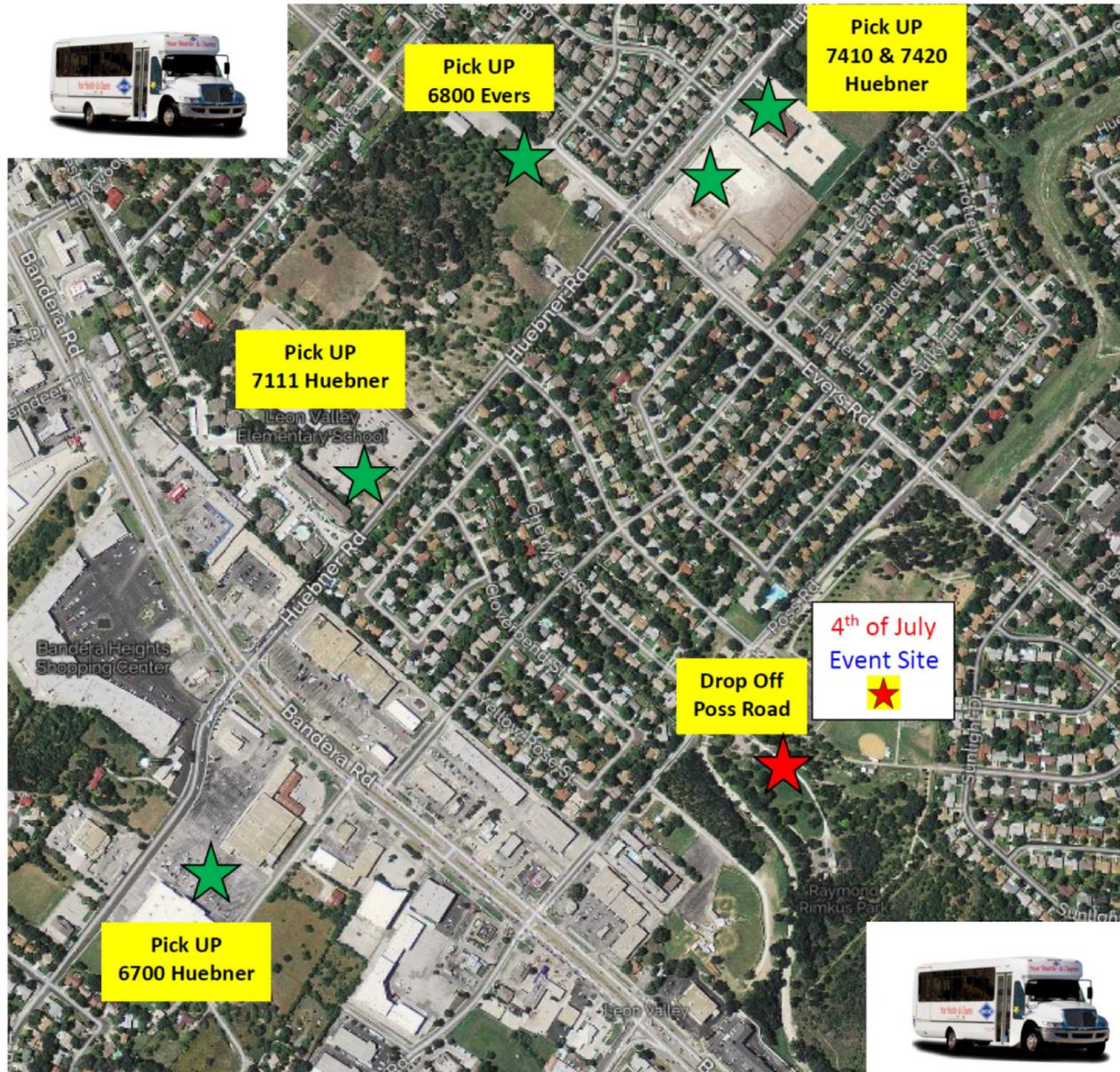
Shuttles (all day long opposite routes)

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



4th of July

2016 Shuttle Route



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 \$5,296

GRAND TOTAL OF \$40,796



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	-1,325.00
	Corean Gonzales	-430.00
	Fire on the Mountain Cloggers	-100.00
	Samba Vida	-450.00
	Dinosaur George	-150.00
	Entertainment Hospitality	-300.00
	Portable Restrooms	-1,567.70
	Star Shuttles (2)	-2,159.00
	Port O Cool	-950.00
	Wristbands	-168.00
	Carnival	-14,800.00
	Advertising/Signs	-3,300.00
	Lights (exit park)+generator	-1,223.00
	Sound & Lighting	-4,470.00
	Oriental trade - 4th of July Flags, Pins, Fans	800.00 **
	electrician	-4,500.00
	Booths	-2,000.00
	temp fence	-2,232.00
	park electricity upgrade & connection	-5,199.00
	Event Emcee	-200.00
	EVENT EXPENSES	-67,823.70
	PERSONNEL OT/FICA	-12,445.00
	TOTAL EXPENSES	-80,268.70



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	5,296.00	**
SPONSORHIP TOTAL	40,796.00	
BUDGET + SPONSORSHIPS	86,796.00	
OTHER POTENTIAL REVENUE		
Wristband revenue	4,000.00	**
Beverage Sales	3,000.00	**
TOTAL	7,000.00	
BUDGET+SPONSOR+OTHER	93,796.00	

****Amounts NOT finalized**

****Amounts Received**

Expenses & Revenues

<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	-1,325.00	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 **
	Samba Vida	-450.00	Miracle Paint & Body	1,000.00 **
	Dinosaur George	-150.00	CPS Energy	10,000.00 **
	Entertainment Hospitality	-300.00	Booth Revenue	5,296.00 **
	Portable Restrooms	-1,567.70	SPONSORHIP TOTAL	40,796.00
	Star Shuttles (2)	-2,159.00		
	Port O Cool	-950.00	BUDGET + SPONSORSHIPS	86,796.00
	Wristbands	-168.00		
	Carnival	-14,800.00	OTHER POTENTIAL REVENUE	
	Advertising/Signs	-3,300.00	Wristband revenue	4,000.00 **
	Lights (exit park)+generator	-1,223.00	Beverage Sales	3,000.00 **
	Sound & Lighting	-4,470.00	TOTAL	7,000.00
	Oriental trade - 4th of July Flags, Pins, Fans electrician	800.00 **		
	Booths	-2,000.00	BUDGET+SPONSOR+OTHER	93,796.00
	temp fence	-2,232.00		
	park electricity upgrade & connection	-5,199.00	**Amounts NOT finalized	
	Event Emcee	-200.00		
	EVENT EXPENSES	-67,823.70	**Amounts Received	
	PERSONNEL OT/FICA	-12,445.00		
	TOTAL EXPENSES	-80,268.70		
	BUDGET AMOUNT LESS EXPENSES	-34,268.70		
	BUDGET+SPONSORS LESS EXPENSES	6,527.30		
	BUDGET+SPONSORS+OTHER REVENUES LESS EXPENSES	13,527.30		

CONTACT INFORMATION

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

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





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

MAYOR AND COUNCIL COMMUNICATION

M&C#: #2016-06-21-02

DATE: June 21, 2016
TO: Mayor and Council
FROM: Luis Valdez, Fire Chief
THROUGH: Kelly Kuenstler, City Manager
SUBJECT: Presentation and Discussion on Code Enforcement Policy

PURPOSE

To present and discuss new code enforcement policy; including the procedure for enforcement, and explanation of special assignment and introduction of Investigator Todd Morgan, and discussion and work plan to transfer Heather Rodriguez from the fire department into Code Enforcement.

This presentation will provide an overview of the policy for code enforcement and detail the scope; definitions, communications, organizational process, and enforcement.

This presentation will also introduce and explain the special assignment to Licensed Peace Officer, Investigator Todd Morgan. Special Investigator Todd Morgan is a full-time Firefighter/Paramedic with the Leon Valley Fire Department who is also one of three Texas State Peace Officers on the Fire Departments staff, and is assigned to special criminal cases within the fire department, including fire and arson investigation, and fire code enforcement.

Firefighter Paramedic Heather Rodriguez has been employed with the City of Leon Valley for eight years and has requested support in transferring careers into Code Enforcement. Mrs. Rodriguez will be attending the Police Academy and Code Enforcement certification schools in order to obtain the necessary credentials needed to complete the transfer. The education will take one year to complete beginning this month, after which the transfer will take place.

FISCAL IMPACT

For the remainder of Fiscal Year 2016 it will cost \$8,590 in overtime to Investigator Morgan at 20 hours per week. The City had a total of \$10,536 remaining in FY16 in base salary for Mr. Perales, the former Code Enforcement Officer. Supplies and education are expected to be purchased with the remainder of the funds. No additional cost is expected for FY16.

STRATEGIC GOALS

N/A

SEE LEON VALLEY

Social – Investing in Employees that are familiar with the City of Leon Valley will work to support the mission of Code Enforcement more seamlessly

Economic – Proper code enforcement will work to create a more appealing and inviting business corridor

Environmental – Proper code enforcement supports environmental causes including dumping and improper storage

RECOMMENDATION

None

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



SECTION: CODE ENFORCEMENT	REFERENCE NUMBER:
SUBJECT: ENFORCEMENT PROCEDURES	INITIAL EFFECTIVE DATE: 06/21/2016
FROM: KELLY KUENSTLER, CITY MANAGER	LAST REVISION DATE: 06/10/2016

A. **PURPOSE**

The purpose of this procedure is to outline enforcement of Leon Valley City Codes.

B. **GENERAL RESPONSIBILITIES**

The purpose of Code Enforcement is to improve the health, safety, and welfare of all citizens living within the City of Leon Valley. This is accomplished through prevention, detection, investigation, and enforcement of violations of statutes or ordinances that regulate public health, safety, and welfare, as they relate to public works, business activities and consumer protection, building standards, land-use, and municipal affairs.

The Community Development Department is responsible for long range planning and improvement programming; zoning and zoning compliance; review and updating of development procedures; code enforcement of development; land use and development application review and processing; and building, mechanical, plumbing, and electrical code compliance.

The Fire Marshal’s office is responsible for the safety of the public and enforcement of fire codes, and is designated as the enforcement official for all *enhanced violations* related to code compliance and business permits when as described within this policy.

B. **AUTHORITY IN ENFORCEMENT**

The City of Leon Valley has the authority to impose fines, disconnect utility services, or deny or revoke a certificate of occupancy when code violations exist. Persistent violations or violations that pose an immediate danger to public health and safety may include arrest, or boarding up property and denying entry until any violations are abated.

The City of Leon Valley Public Works Director shall be responsible for all issues related to Code Enforcement. All notices, direction, and communication related to any code violation shall be reported and managed through the Public Works Director.

The City of Leon Valley Community Development Director shall be responsible for all issues related to business permits. All applications, notices, communications related to any violations related to certificate of occupancy or construction permitting shall be reported and managed through the Community Development Director.

The City of Leon Valley Fire Marshal's office shall be responsible and have authority for all enforcement issues related to *enhanced violations* from either Code Enforcement or Community Development. Whereas conditions exist that are deemed hazardous to life and property, the fire code official is authorized to abate such hazardous conditions that are in violation of the City codes. Where an emergency exists, the fire code official shall not be required to give a written notice prior to stopping the work.

Correction and abatement of violations for residential structures shall be the responsibility of the owner, tenant, and/or agent of the property. Notice and/or any citations shall be given to the Owner, tenant, and/or agent of the property.

Correction and abatement of violations for commercial structures shall be the responsibility of the tenant of the property, with written notice of violation delivered to the Owner of the property. Notice and/or any citations shall be given to the Tenant of the property.

Scope, General Requirements, and Enforcement Authority is granted otherwise through city codes specific to the violation.

C. **DEFINITIONS**

Method of service – All communication related to notice of violation must be in writing.

Approved methods of communication of violation include;

1. Delivered personally;
2. Sent by certified or first-class mail addressed to the last known address; or
3. Email with read receipt.

Notice of violation must include the following -

1. Include a description of the real estate sufficient for identification.
2. Include a statement of the violation or violations and why the notice is being issued.
3. Include a correction order allowing a time defined by City code to make the repairs and improvements required for compliance.
4. Inform the property owner of the right to appeal.
5. Include a statement of the right to file a lien in accordance with state law

Enhanced violation – After one attempted and recorded means of approved method of service without compliance for any code violation within the specified time period, or when special circumstances exist that warrant an immediate threat to the health and safety of the public. The violation is then defined as an *enhanced violation* and submitted in writing with case file to the Leon Valley Fire Marshal's office for enforcement and compliance through remediation or abatement.

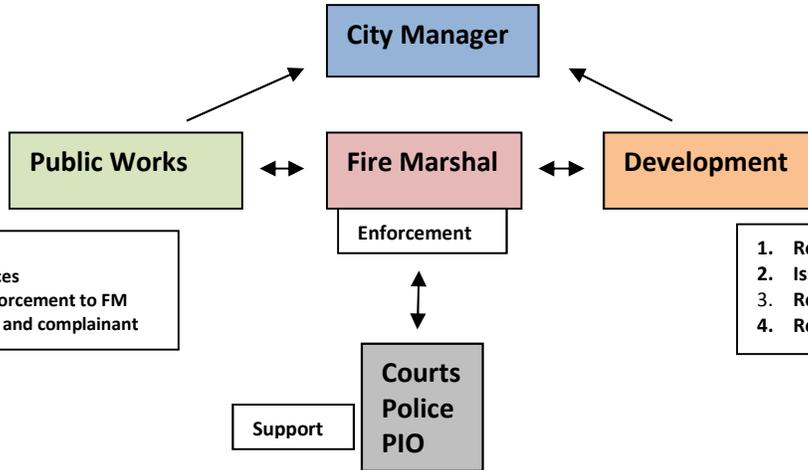
The Director of Community Development or Public Works may request assistance to serve an official notice of violation at any time.

Special Investigator – A Peace Officer assigned to the Leon Valley Fire Marshal's office acting in the capacity as an Arson Investigator or Deputy Fire Marshal shall be the designated Special Investigator.

D. **PROCEDURES**

1. Any complaints or violations in either Code Enforcement or Community Development will be addressed through administrative notices within respective departments. Violations may be enhanced by the Director of each department based on the nature and severity of the violation.
2. A written notice of enhanced violation will be sent to the Leon Valley Fire Marshal's office. Once received, it will be reviewed and assigned to a Special Investigator within 7 days.
3. The Special Investigator will give a notice of Investigation to the Leon Valley Fire Marshal, where an official investigation will be opened.
4. No person employed or acting as an Agent of the City of Leon Valley may communicate about details regarding an active and open investigation. The standard response if asked may include, "I cannot speak about a matter that is currently under investigation, please direct any questions related to the assigned investigator".
5. The investigation will remain open until a determination is made as to whether or not a violation exists, actions (if any) are warranted, and a final report from the assigned Investigator is made available to the Fire Marshal and notice provided to the Director of the respective department.
6. Any person found to be interfering with the performance of a public employee during the course of investigation or enforcement may be assessed a disciplinary action, citation, and/or arrested, to include unauthorized communication regarding details of the case.
7. The Police Department will act as support for security, transport persons under arrest, detention, manpower when needed, and any other needs that may arise while in the act of investigation or enforcement, at the request of the Special Investigator.
8. If the violation is not abated, the Special Investigator shall institute the appropriate procedure by law to correct or abate such violation.
9. Any action taken by the Special Investigator on such premises shall be charged against the real estate upon which the structure is located and shall have a lien placed upon such real estate.
10. Any person who violates a provision of the City code, or fail to comply with any of the requirements, shall be prosecuted in accordance with state or local laws.

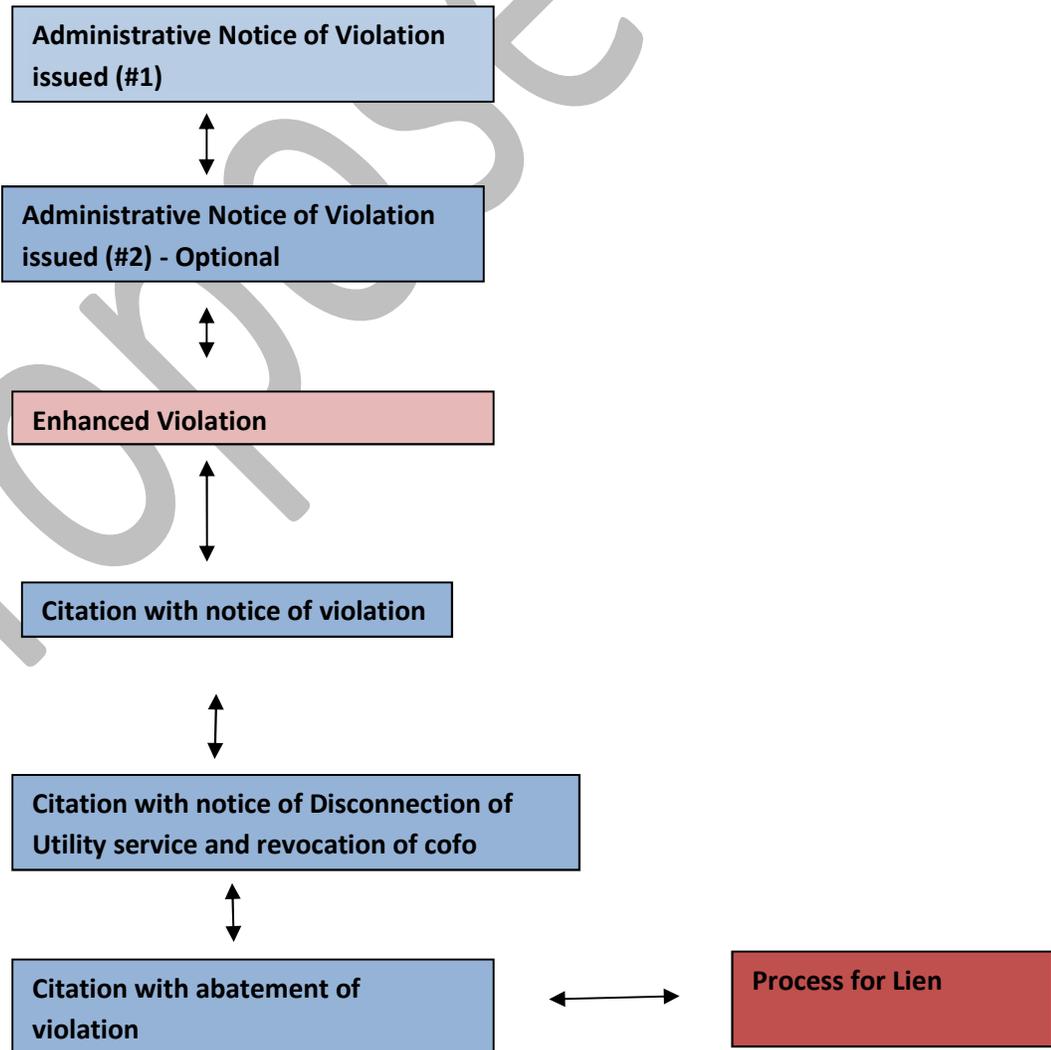
D. ORGANIZATIONAL FLOW



1. Receives complaints
2. Issues administrative notices
3. Request assistance for enforcement to FM
4. Responds to City Manager and complainant

1. Receives complaints
2. Issues administrative notices
3. Request assistance for enforcement to FM
4. Responds to City Manager and complainant

D. ENFORCEMENT FLOW GUIDE



PRESENTATION AND DISCUSSION ON CODE ENFORCEMENT POLICY

City of Leon Valley
June 21, 2016



Purpose

To present and discuss new code enforcement policy; including the procedure for enforcement, and explanation of special assignment and introduction of Investigator Todd Morgan, and discussion and work plan to transfer Heather Rodriguez from the fire department into Code Enforcement.

Responsibilities

The purpose of Code Enforcement is to improve the health, safety, and welfare of all citizens living within the City of Leon Valley.

- Prevention
- Detection
- Investigation
- Enforcement

Responsibilities

The Community Development Department is responsible for;

- Zoning and zoning compliance;
- Review/updating of development procedures
- Code enforcement of development;
- Land use and development
- Application review and processing; and
- Building, mechanical, plumbing, and electrical code compliance.

Responsibilities

The Fire Marshal's office is responsible for the safety of the public and enforcement of fire codes, and is designated as the enforcement official for all *enhanced violations* related to code compliance and business permits.

Authority

The City of Leon Valley has the authority to impose fines, disconnect utility services, or deny or revoke a certificate of occupancy when code violations exist. Persistent violations or violations that pose an immediate danger to public health and safety may include arrest, or boarding up property and denying entry until any violations are abated.

Responsibilities

- Correction and abatement of violations for *residential structures* shall be the responsibility of the owner, tenant, and/or agent of the property. Notice and/or any citations shall be given to the Owner, tenant, and/or agent of the property.

Notification

- **Method of service** – All communication related to notice of violation must be in writing. Approved methods of communication of violation include;
 - 1. Delivered personally;
 - 2. Sent by certified or first-class mail addressed to the last known address; or
 - 3. Email with read receipt.

Definition

Enhanced violation;

After one attempted and recorded means of approved method of service without compliance for any code violation within the specified time period, or when special circumstances exist that warrant an immediate threat to the health and safety of the public.

Definition

Special Investigator;

A Peace Officer assigned to the Leon Valley Fire Marshal's office acting in the capacity as an Arson Investigator or Deputy Fire Marshal shall be the designated Special Investigator.

Procedures

- Any violations in either Code Enforcement or Community Development will be addressed through administrative notices within respective departments.
- A written notice of enhanced violation will be sent to the Leon Valley Fire Marshal's office.
- The Special Investigator will give a notice of Investigation to the Leon Valley Fire Marshal, where an official investigation will be opened.

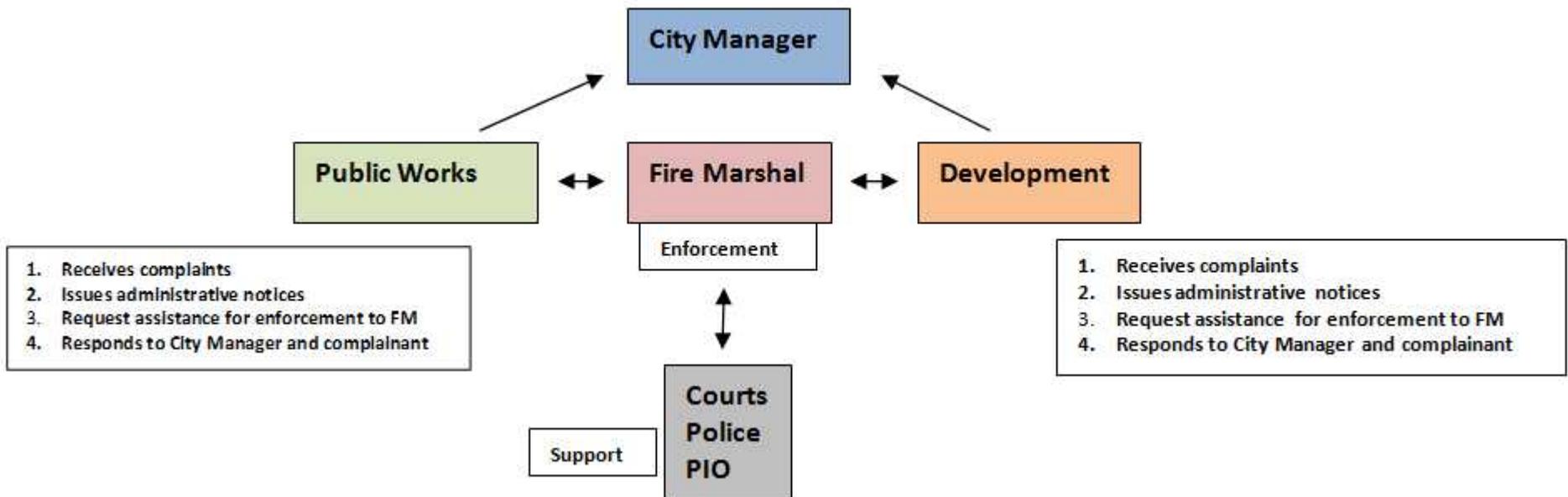
Statement

No person employed or acting as an Agent of the City of Leon Valley may communicate about details regarding an active and open investigation. The standard response if asked may include, “I cannot speak about a matter that is currently under investigation, please direct any questions related to the assigned investigator”.

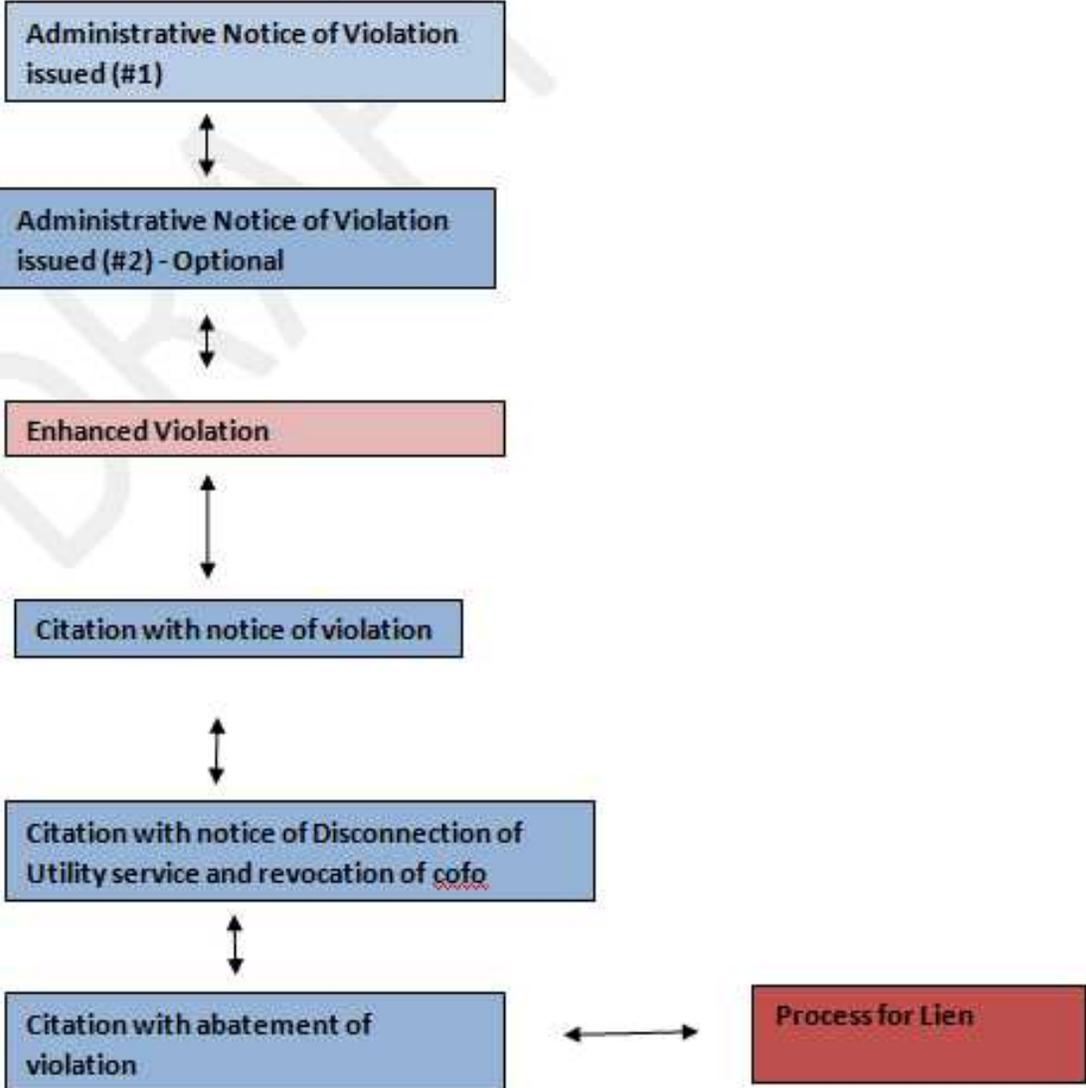
Procedures

- Any person that interferes with the performance of a public employee during the course of investigation or enforcement may be assessed a disciplinary action, citation, and/or arrested
- The Special Investigator shall institute the appropriate procedure by law to correct or abate such violation.
- Any action taken on such premises shall be charged against the real estate upon which the structure is located.
- Any person who violates a provision of the City code shall be prosecuted in accordance with state or local laws.

Organizational Flow



Enforcement Guide



Special Investigator

Todd Morgan – Special Investigator Todd Morgan is a full-time Firefighter/Paramedic with the Leon Valley Fire Department who is also one of three Texas State Peace Officers on the Fire Departments staff.

- Assigned to Code Enforcement – 20 hours per week overtime.

Special Investigator - Cost

- For the remainder of Fiscal Year 2016 it will cost \$8,590 in overtime to Investigator Morgan at 20 hours per week.
- The City had a total of \$10,536 remaining in FY16 in base salary for Mr. Perales, the former Code Enforcement Officer.
- Supplies and education are expected to be purchased with the remainder of the funds.
- No additional cost is expected for FY16.

Career Transfer

Heather Rodriguez – Employed with the City of Leon Valley for eight years and has requested support in transferring careers into Code Enforcement.

- Will be attending the Police Academy and Code Enforcement certification schools needed to complete the transfer.

S.E.E. Statement

- **Social** – This policy promotes a superior quality of life by responding to citizens in a fair and prompt manner.
- **Economic** – This policy works to attract, expand and retain viable businesses to promote development.
- **Environmental Stewardship** – This policy expedites the removal of hazardous waste that can pollute the environment.

PRESENTATION AND DISCUSSION ON CODE ENFORCEMENT POLICY

City of Leon Valley
June 21, 2016





**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, June 07, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 7th day of June, 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 6:00 p.m.

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

Also in attendance were:

City Manager Kelly Kuentler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Roxann Pais Cotroneo,

The City Council shall meet in Executive Session under Texas Local Government Code Section 551.074 of the Texas Public Information Act, Personnel Matters, involving the duties of the City Attorney. (Roxann Pais Cotroneo, City Attorney)

The City Council went into Executive Session at 6:00 p.m.

Reconvene into Open Session and take action on issues discussed in Executive Session if necessary.

The City Council reconvened into Open Session at 6:47 p.m. No action was taken.

Adjournment.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to adjourn the June 07, 2016 Special City Council meeting at 6:47 p.m. Upon a unanimous vote, Mayor Riley announced the motion carried.

These minutes approved by the Leon Valley City Council on the 17th day of June, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

DRAFT



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, June 07, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 7th day of June, 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 7:00 p.m. Mayor Riley welcomed everyone 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, Belinda Ealy, Benny Martinez and David Jordan.

Also in attendance were:

City Manager Kelly Kuentler, ACM/Human Resource (ACM/HR) Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Roxann Pais Cotroneo, Public Works Director Melinda Moritz, Assistant Public Works Director David Dimaline, Communication Director Kristie Flores, Fire Chief Luis Valdez, Finance Director Vickie Wallace and Assistant Finance Director Wesley Jackson.

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.

- Tony Kyrish, 5808 Grass Hill Drive, spoke in regards to the holding pond behind the San Antonio Aquarium.

CONSENT AGENDA

Approval of City Council Minutes. (S. Passailaigue)

- a) May 17, 2016 Special and Regular City Council Meeting**
- b) May 20, 2016 Special City Council Retreat**

c) May 31, 2016 Special City Council Meeting

Consider, discuss and possible action to approve a budget adjustment and related ordinance for the Capital Project Fund to accurately record the issuance costs and proceeds for the “City of Leon Valley, Texas Combination Tax and Limited Pledge Revenue Certificates of Obligation, Series 2016. M&C #2016-06-07-01 (V. Wallace)

Consider, discuss and possible action on the appointment of Amber Mouser to the Tree Advisory Board. M&C #2016-06-07-02 (S. Passailaigue)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve Consent Agenda Item #7 (May 17, 2016 Special and Regular City Council Meeting, May 20, 2016 Special City Council Retreat, and May 31, 2016 Special City Council Meeting), Item #8 (Ordinance No. 16-022 Budget Adjustment), and Item #9 (Resolution No. 16-013R) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

REGULAR AGENDA

Consider, discuss and possible action of the May 03, 2016 Regular City Council Meeting minutes. M&C #2016-06-07-03 (S. Passailaigue)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to approve May 03, 2016 Regular City Council Meeting as amended. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action to elect a Mayor Pro Tem for one year. Sec. 22.037 TX Local Gov’t. Code. M&C #2016-06-07-04 (S. Passailaigue)

A motion was made by Council Member David Jordan and seconded by Council Member Belinda Ealy, to nominate Council Member David Jordan as Mayor Pro-Tem. Upon a unanimous vote, Mayor Riley announced the motion carried.

Presentation regarding bringing a Síclovía event to Leon Valley in Fall 2016. M&C #2016-06-07-05 (K. Flores)

Communications Director Kristie Flores presented the item to present information regarding a Síclovía event in Leon Valley in Fall 2016. The basics of Síclovía are as follows: Síclovía is a free event; turns major city streets in to a safe place for people to exercise and play; the streets become temporarily car-free for about 5 hours on a Sunday for families to run, ride bikes, take exercise classes and enjoy their city streets; and healthy vendor booths. Communications Director Flores added that the City has the internal resources required to make the event a success. City departments such as Public Works, Police Department, Fire Department and Communications would play a large part in the set-up, traffic planning and control, and overall event facilitation. Since

City Departments can coordinate and plan routes and activities as regular functions of the department this is a significant monetary savings in comparison to the funds that the City of San Antonio utilizes to fund their Síclovía events.

- Maria Gamboa, 6815 Forest Meadow, voiced her concerns with ingress/egress for the neighborhood.

No action was taken.

Consider, discuss and possible action on an overview of the difference between a Request for Proposals (RFP) and Request for Qualifications (RFQ). M&C #2016-06-07-06 (W. Jackson)

Assistant Finance Director Wesley Jackson gave a presentation on the differences between a Request for Proposals and a Request for Qualifications in an effort to educate the Council and the public on the process for these types of transactions.

No action was taken.

Consider, discuss and possible action to approve an ordinance authorizing the City to charge a credit card processing fee for payments made for fines, fees, court costs and other charges related to Municipal Court. M&C #2016-06-07-07 (W. Jackson)

Assistant Finance Director Wesley Jackson gave a presentation of an ordinance that if adopted by City Council would authorize the City of Leon Valley to charge a credit card processing fee for fines, fees, court costs and other charges related to Municipal Court payments. Assistant Finance Director Jackson said currently the City does not pass through the fees charged for credit card processing by our third party vendors. The average monthly fee the City pays the third party vendors for credit card processing is 3%. The average monthly cost to the City of Leon Valley is 6%, which takes into account personnel, office space, and software expenses. The processing fee will allow the City to recoup the cost of accepting credit card payments for the Municipal Court. Assistant Finance Director Jackson concluded his presentation adding that it is estimated that the revenue generated from the authorization of a processing fee for fines, fees, court cost and other charges related to Municipal Court will be \$46,609 annually. Staff recommended approval of the ordinance.

- Mike K. Davis, Jr., 6002 Forest Shadow, questioned the ethnicity of the citation recipients and the burden the additional fine places on those cited.

Council Member Monica Alcocer voiced her reasons for being opposed to said proposed ordinance which was an additional fee for a credit card that is declined due to insufficient funds. Finance Director Vickie Wallace said the Municipal Court would not be charging the fee for a credit card being declined and that it never has.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Jordan, to adopt Ordinance No. 16-020 authorizing the City to charge a credit card processing fee as written. Upon a vote of four (4) for and one (1) opposed with Council Member Monica Alcocer casting the negative vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action to reconsider M&C 2014-10-13-06, Engineer on Call List. M&C #2016-06-07-08 (M. Moritz)

Public Works Director Melinda Moritz presented the item to allow City Council to reconsider M & C 2014-10-13-06, the Engineer on Call List. State law requires that most Public Works projects be engineered by a licensed Professional Engineer. In 2013, the City Council authorized the City Manager to utilize an Engineer on Call list for various City projects that require engineering, providing the City with options in the selection of engineering firms for projects such as streets and drainage, water utility, environmental, and others. At that time, the list was made up of a total of thirteen firms; however, it was felt the firms on the list did not provide all the varied engineering disciplines. Public Works Director Moritz went on to say that in the summer of 2014, new Requests for Qualifications from engineering firms were sent out. In October of 2014, the City Council reauthorized the City Manager to utilize an On-Call Engineer list, which contained the original thirteen firms and an additional twenty-five (25) firms, for a total of thirty-eight (38) firms. Each of these firm's qualifications and references were reviewed and deemed satisfactory. The M & C was approved with the comment that Staff would sort the list according to each firm's specialty, which was done. Fees for engineering services are competitive in the San Antonio Metropolitan area. Unlike the competitive bidding process, the City must chose an engineering firm based on qualifications, then the price may be negotiated (see attached state law reference). The documents prepared for submittal of an RFQ cost between \$15,000 and \$20,000, so engineering firms usually chose their projects wisely. Depending on the complexity of the project, this cost may be passed on to the City. Fees also vary depending on the type of engineering services requested, from a simple Letter Report to engineering design, services, and construction management. Most small cities have a designated "City Engineer". This is to maintain a "history". If an engineer knows when a street was last reconstructed, he can predict certain failures or lengths of service. If an engineer has worked in the same flood-prone areas over the years, the preparation of drainage plans can be performed faster, as the studies are already available.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Jordan, to accept the recommendation of Public Works Director Melinda Moritz and the M&C as worded. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action to approve of an ordinance authorizing a budget adjustment up to \$8,000 from the General Fund Reserve to fund the relocation of an electrical utility box located at 6400 El Verde Road, Leon Valley, TX. M&C #2016-06-07-09 (M. Moritz)

Public Works Director Melinda Moritz presented this item for the purpose of seeking City Council approval of an ordinance authorizing a budget adjustment from the General Fund Reserve to fund the relocation of an electrical utility box located in front of City Hall. Public Works Director Moritz said that several citizens have complained that the utility facilities located in front of City Hall block the newly installed sign, which may be causing some persons confusion as to the location of City Hall. A traffic signal box, electrical box, and several telephone poles are obstructing the view. After consultation with City Public Service and the Texas Department of Transportation (TxDOT), it has been discovered that only one of the utility boxes and one pole may be relocated. The cost to relocate the electrical box has been estimated to cost between \$6000 - \$8000. The short telephone pole would be removed at no cost to the City by the current users of the pole (ATT, Time Warner Cable).

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to not spend \$6,000 to \$8,000 to fund the relocation of an electrical utility box located at 6400 El Verde Road, Leon Valley, TX. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action on a request to accept a bid and award a contract for the 2016 Evers Road Sidewalks Project to JCD Construction in the amount of \$95,733.75. M&C #2016-06-07-10 (D. Dimaline)

Public Works Director Melinda Moritz presented this item for the purpose of requesting City Council to accept the low bid from JCD Construction in the amount of \$95,733.75 to construct sidewalks along the southbound lanes of Evers Road from Poss to Forest Dell.

Public Works Director Melinda Moritz explained that in May of 2015, the City received a letter from the Federal Highway Administration regarding a complaint on the condition of the sidewalks along Evers Road. The sidewalks along Evers Road were built by developers of adjacent subdivisions during the 1960's and 1970's and were not built to current ADA requirements. In an effort to address the sidewalks along Evers Road as quickly as possible, with limited funding, a plan was implemented to phase these improvements. In Fiscal Year 2015, as part of the Evers Road street improvement project, 39 ADA curb ramps were constructed on both the northbound and southbound lanes. The Fiscal Year 2016 budget includes an additional \$120,000 to replace sidewalks along the southbound lane of Evers Road. This project will include the rehabilitation of existing sidewalks and construction of new sidewalks. A bid alternate also includes the construction of an ADA accessible ramp to the Library that will also connect with the current pedestrian walkway on Evers Road. The southbound lane of Evers Road in some areas will be more of a challenge, as CPS Energy has placed large transmission poles in the easement that may prohibit the placement of sidewalks in some areas. This project was designed by Sia Engineering. A bid package was developed and advertised for 21 days. The bid advertisement was placed in the Express News on two consecutive Sundays, and the bid document and plans were

placed on the City's web site. The City's Purchasing Agent contacted construction companies as well. A pre-bid meeting was held on May 10, 2016 and four firms attended. The bid opening was held on May 24, 2016, and a total of 11 firms submitted bids. Funding for the remaining sidewalk improvements along the northbound lane of Evers Road will be proposed for the Fiscal Year 2017 budget.

Public Works Director Moritz concluded the presentation saying the Fiscal Year 2016 Public Works General Fund budget included funding in the amount of \$120,000 for this project. The total bid amount submitted by JCD, including the alternate is \$95,733.75. Staff recommends accepting JCD Construction's bid, and awarding the contract in the amount of \$95,733.75 to implement the FY 2016 phase of the Evers Rd. sidewalk improvement plan.

A motion was made by Council Member David Jordan and seconded by Council Member Belinda Ealy, accept a bid and award a contract for the 2016 Evers Road Sidewalks Project to JCD Construction in the amount of \$95,733.75. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider, discuss and possible action on a resolution authorizing the City Manager to apply for a grant from the Texas Water Development Board (TWDB) for the purpose of installing an early warning flood alert siren system at Leon Valley Public Works located at 6429 Evers Road, Leon Valley, TX. M&C #2016-06-07-11 (L. Valdez)

- Lyn Joseph wanted to know if the siren would hurt the ears of dogs, cats and deer and also if the siren would shatter windows.

Fire Chief Luis Valdez presented the item by informing the City Council and guests that the City of Leon Valley early warning flood alert siren system is currently located on El Verde Road. The floodplain has changed since its installation and an increased flood risk now faces the community that surrounds the Public Works complex, and Raymond Rimkus Park. This additional siren would complement and enhance the City's ability to warn citizens and respond to flood emergencies effectively. The Texas Water Development Board (TWDB) has announced that it is accepting grant fund applications for the installation of early warning flood alert siren systems. The proposed addition would coordinate with the City's existing siren and include the ability for remote activation. The TWDB grant requires a Resolution and Assurances that authorizes application.

Chief Valdez concluded his presentation saying that the cost to install a new siren is \$22,619.75. The City's portion would be \$11,309.87 in the Fiscal Year 2017 budget.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Benny Martinez, to adopt a resolution authorizing the City Manager to apply for a grant from the Texas Water Development Board (TWDB) for the purpose of installing an early warning flood alert siren system at Leon Valley Public Works located at 6429

Evers Road, Leon Valley, TX. Upon a unanimous vote, Mayor Riley announced the motion carried.

Presentation, consider, discuss and possible action on the Leon Valley Pool and the Forest Oaks Pool current and future organizational, operational and finance issues to include the Forest Oaks Pool committee report. M&C #2016-06-07-12 (Council Member Benny Martinez and Council Member Belinda Ealy)

A motion was made by Council Member Benny Martinez and seconded by Council Member David Edwards, to postpone this item to the June 21, 2016 City Council meeting. Upon a vote of four (4) for and none (0) opposed with Council Member Monica Alcocer not being present, 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**
- c) **Upcoming Important Events:**
 - a) **Neighborhood Renewal Program (NRP), Saturday, June 11, 2016, 7:30 a.m. to Noon.**
 - b) **July 4th Celebration, Raymond Rimkus Park**
 - c) **July 5th City Council meeting – Cancelled**

City Manager Kelly Kuenstler reminded everyone that the City Manager's report is now on the Leon Valley website.

Citizens to be Heard

- Irene Baldrige, 6368 Parsley Hill, mentioned the streets looking better with volunteer clean up that is occurring; also a pile of debris at Bandera and Huebner at the DPS location, at the corner of Thistle and Bandera the street sign has been turned around to the wrong direction.

Announcements by the Mayor and City Council Members.

Council Member David Edwards said he was glad to be back from his recent trip.

Council Member Benny Martinez said "we have another "treky" in the house."

Council Member David Jordan thanked everyone for coming to the meeting tonight.

Council Member Belinda Ealy said "be thankful we aren't living where there is continued flooding."

Mayor Riley spoke about the 30th Anniversary Celebration of the Temple this weekend and how wonderful it was; announced that Judge Nelson Wolff has requested a site visit of the Onion House; and volunteers are signing up for the Police Advisory Committee but many are still needed.

Adjournment.

Mayor Riley announced the meeting adjourned at 9:34 p.m.

These minutes approved by the Leon Valley City Council on the 21st day of June, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

DRAFT

MAYOR AND COUNCIL COMMUNICATION

DATE: June 21, 2016 **M&C # 2016-06-21-03**

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Kelly Kuentler, City Manager

SUBJECT: Discussion and possible action on the appointment of Leslie Bacon-Knopf to the Earthwise Living Committee and 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

RESOLUTION No. 16-015R

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING OF LESLIE BACON-KNOPF TO THE EARTHWISE LIVING COMMITTEE AND 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:

LESLIE BACON-KNOPF – Earthwise Living Committee and the 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 21st day of June, 2016.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C # 2016-06-21

DATE: June 21, 2016

TO: Mayor and Council

FROM: Vickie Wallace, Finance Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Authorize the City Manager to enter into a contract for banking services with Frost Bank to serve as the depository for the City of Leon Valley. The term of the contract is October 1, 2016 to September 30, 2021.

PURPOSE

Authorize the City Manager to enter into a contract for banking services with Frost Bank to serve as the depository for the City of Leon Valley. The term of the contract is October 1, 2016 to September 30, 2021.

In May, the City solicited Request for Proposals (RFP) for depository services. The only bank to submit a proposal was Frost Bank.

SEE LEON VALLEY

Social – Every five years the City must solicit Request for Proposals for banking services. This ensures that the best possible bank is selected to provide depository services for the City of Leon Valley.

Economic – N/A

Environmental – N/A

RECOMMENDATION

Authorize the City Manager to enter into a contract for banking services with Frost Bank to serve as the depository for the City of Leon Valley for a term of five years; October 1, 2016 to September 30, 2021.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Sandra Passailaigue, TRMC
City Secretary

Request for Proposal for Banking Services Contract

City Council Meeting
June 21, 2016

Purpose

- Authorize the City Manager to enter into a contract for banking services with Frost Bank to serve as the depository for the City of Leon Valley
- Term of the contract is five years; October 1, 2016 to September 30, 2021

Overview

- In May, the City solicited Request for Proposals (RFP) for banking services
- The only bank that submitted a proposal was Frost Bank

Interest Rate and Earnings Credit Rate

- The interest rate that Frost Bank will pay on accounts did not change
 - 13-Week T-Bill less 35 basis points
 - For May the interest rate was 0.01%
- Earnings credit rate
 - Is a credit on bank fees that the City receives based on the monthly average collected balance
 - The average collected balance is calculated by adding the daily collected balance and dividing by the number of days in the period

Interest Rate and Earnings Credit Rate

- Under the new contract this did not change
 - 13-Week T-Bill plus 25 basis points
 - For May the earnings credit rate was .49%

Bank Fees

	2011	2016	Increase (Decrease)
GENERAL ACCOUNT SERVICES			
Account Maintenance	\$8.00	\$20.00	\$12.00
Debits Posted	\$0.08	\$0.18	\$0.10
Credits Posted	\$0.25	\$0.75	\$0.50
Electronic Debits	\$0.08	\$0.18	\$0.10
Electronic Credits	\$0.25	\$0.75	\$0.50
			<u>\$13.20</u>
DEPOSITORY SERVICES			
Deposited Items - On Us	\$0.09	\$0.02	(\$0.07)
Deposited Items - all other	\$0.09	\$0.12	\$0.03
Cash Deposited (Vault Services)	\$0.30	\$0.80	\$0.50
Returned Items	\$2.00	\$10.00	\$8.00
			<u>\$8.53</u>
WIRE TRANSFER SERVICES			
Online Wire Out	\$8.00	\$10.00	\$2.00
Incoming Wires	\$5.00	\$12.00	\$7.00
			<u>\$9.00</u>
ACH SERVICES			
ACH Origination - Items	\$0.08	\$0.14	\$0.06
ACH Monthly Fee	\$30.00	\$15.00	(\$15.00)
ACH Incoming Debits	\$0.10	\$0.15	\$0.05
ACH Incoming Credits	\$0.10	\$0.25	\$0.15
			<u>(\$14.74)</u>
INFORMATION SERVICES			
Previous Day Reporting (Module)	\$50.00	\$35.00	(\$15.00)
Previous Day - 1st Account	\$5.00	\$0.00	(\$5.00)
Previous Day - Add'l Accounts	\$5.00	\$20.00	\$15.00
Previous Day - Items	\$0.03	\$0.10	\$0.07
Current Day Reportings - Accounts	\$20.00	\$0.00	(\$20.00)
			<u>(\$24.93)</u>
Balance-based Items			
Regulatory Balance Fee (per thousand) (Based on Average Ledger Balance)	\$0.000	\$0.125	\$ 0.0125
			<u>\$ (8.93)</u>



Average Monthly Cost

	Fees 2011	Fees 2016	Average Monthly Volume	Average Monthly Cost 2011	Average Monthly Cost 2016
GENERAL ACCOUNT SERVICES					
Account Maintenance	\$8.00	\$20.00	2	\$ 16.00	\$ 40.00
Debits Posted	\$0.08	\$0.18	265	\$ 21.20	\$ 47.70
Credits Posted	\$0.25	\$0.75	34	\$ 8.50	\$ 25.50
Electronic Debits	\$0.08	\$0.18	34	\$ 2.72	\$ 6.12
Electronic Credits	\$0.25	\$0.75	-	\$ -	\$ -
				\$ 48.42	\$ 119.32
DEPOSITORY SERVICES					
Deposited Items - On Us	\$0.09	\$0.02	122	\$ 10.98	\$ 2.44
Deposited Items - all other	\$0.09	\$0.12	1,341	\$ 120.69	\$ 160.92
Cash Deposited (Vault Services)	\$0.30	\$0.80	49	\$ 14.70	\$ 39.20
Bank Courier Services	\$594.00	\$594.00		\$ 594.00	\$ 594.00
Returned Items	\$2.00	\$10.00	2	\$ 4.00	\$ 20.00
				\$ 744.37	\$ 816.56
WIRE TRANSFER SERVICES					
Online Wire Out	\$8.00	\$10.00	3	\$ 24.00	\$ 30.00
Incoming Wires	\$5.00	\$12.00	9	\$ 45.00	\$ 108.00
				\$ 69.00	\$ 138.00
ACH SERVICES					
ACH Origination - Items	\$0.08	\$0.14	593	\$ 47.44	\$ 6.64
ACH Monthly Fee	\$30.00	\$15.00	1	\$ 30.00	\$ 15.00
ACH Incoming Debits	\$0.10	\$0.15	34	\$ 3.40	\$ 0.51
ACH Incoming Credits	\$0.10	\$0.25	75	\$ 7.50	\$ 1.88
				\$ 88.34	\$ 24.03
INFORMATION SERVICES					
Previous Day Reporting (Module)	\$50.00	\$35.00	1	\$ 50.00	\$ 35.00
Previous Day - 1st Account	\$5.00	\$0.00	1	\$ 5.00	\$ -
Previous Day - Add'l Accounts	\$5.00	\$20.00	1	\$ 5.00	\$ 20.00
Previous Day - Items	\$0.03	\$0.10	408	\$ 12.24	\$ 40.80
Current Day Reportings - Accounts	\$20.00	\$0.00	2	\$ 40.00	\$ -
				\$ 112.24	\$ 95.80
Balance-based Items					
Regulatory Balance Fee (Per Thousand) (Based on average ledger balance)	\$0.000	\$0.125	1300	\$	\$ 162.00
				\$ 1,062.37	\$ 1,355.71
(Based on Average collected balance)			Less Earnings Credit	\$ (491.80)	\$ (491.80)
				\$ 570.57	\$ 863.91



Recommendation

- Authorize the City Manager to enter into a contract for banking services with Frost Bank to serve as the depository for the City of Leon Valley
- Term of the contract is five years; October 1, 2016 to September 30, 2021

S.E.E. LEON VALLEY

- Social Equity – Every five years the City must solicit Request for Proposals for banking services. This ensures that the best possible bank is selected to provide depository services for the City of Leon Valley
- Economic – N/A
- Environmental – N/A

Request for Proposal for Banking Services

City Council Meeting
June 21, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: June 21, 2016 **M&C #2016-06-21-05**

TO: Mayor and City Council

FROM: Melinda Moritz, Public Works Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Consider Acceptance of a Rebate Award from the San Antonio River Authority's Watershed Wise Rebate Program and Authorize a Budget Adjustment in the Amount of \$82,000, for the Purpose of Funding the Construction of a Low Impact Design (LID) Parking Lot at City Hall.

Purpose

The purpose of this item is to consider acceptance of a rebate from the San Antonio River Authority's Watershed Wise Rebate program and approve an ordinance authorizing a budget adjustment in the amount of \$82,000, to fund the construction of a Low Impact Design (LID) parking lot across the street from the main entrance to City Hall.

The San Antonio River Authority sent out a press release to public, private, and environmental nonprofits to offer rebate funds for the construction of Low Impact Development (LID) Best Management Practices (BMP's) projects to address stormwater runoff in Bexar, Wilkinson, Karnes, and Goliad counties. Staff sent in an application to reconstruct the City Hall parking lot (across from main entrance) to incorporate LID practices. The City recently received notification that the application for the proposed project was approved.

This parking lot is the focal point at the main entrance to City Hall, has very little landscaping, and the underlying asphalt is in poor condition. Rainwater flows directly from the parking lot into the storm drain running under street. Replacing a portion of the asphalt with pavers would filter the runoff before it enters the drains. This project promotes and supports the Stormwater Management Program's BMP #6 – Pollution Prevention & Housekeeping, by filtering stormwater that enters into Huebner Creek.

The project would entail the removal of large portions of the impervious surface and replace it with pervious pavers. The parking lot would be surrounded by drought-tolerant native plantings. The pavers and plantings will slow the stormwater from parking area, while allowing drainage, and will filter oil, gas, and trash from the stormwater as it sinks into the ground, before it gets to Huebner Creek and the Edwards Aquifer.

Fiscal Impact

Projected costs:

• Site Construction -	\$50,000	
• Demo of existing Site -	\$ 9,000	
• Landscaping Cost -	\$5,000	(Native plants, no irrigation system)
• <i>Total Construction cost</i> -		<i>\$64,000</i>
• Survey	\$ 5,000	
• Construction Documents	\$ 8,000	
• Project Admin/Const.	\$ 5,000	
• <i>Total engineering</i>		<i>\$18,000</i>
• TOTAL BUDGET		\$82,000 +/-
• Rebate from SARA		<\$50,000>
• City portion		\$32,000

We will not know the exact costs for construction until the project is bid. Funds could be transferred from the Stormwater Fund Balance and the rebate received will be returned to the same fund. The current Stormwater Fund Balance approximately \$324,445.

S.E.E Statement

Social – LID designs provide filtration for stormwater entering creeks & rivers, which helps to protect the water supply for all citizens.

Economic – This project may enhance the City’s image as a progressive, forward, and environmentally conscious community, which might entice new residents and businesses. It will also save the City money by not having to pay the entire amount for eventual parking lot reconstruction.

Environmental – Supports Best Management Practices (BMP) for MS4 Stormwater Permit, by sound management of stormwater runoff, and assists with removal of pollutants from our water sources.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE APPROVING AMENDMENTS TO THE ENTERPRISE FUNDS OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR FISCAL YEAR OF 2015-2016.

Whereas on September 15, 2015 the City Council of the City of Leon Valley adopted the 2015-2016 fiscal year budget: and

Whereas Texas Local Government Code Section 102.010 provides that a municipality is not prohibited from making changes to a budget for municipal purposes: and

Whereas the Leon Valley City Council hereby finds and determines that the amendments adopted under this ordinance are for a municipal purpose.

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

SECTION I

That the City Council of the City of Leon Valley hereby amends the fiscal year 2015-2016 budget as provided for in the attached Exhibit "A", said Exhibit to be incorporated herein as if fully set forth herein.

**SECTION II
SEVERABILITY**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION III
REPEALER CLAUSE**

Any provisions of any prior ordinance of the City which are in conflict with any provision of the Ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

**SECTION IV
EFFECTIVE DATE**

This Ordinance shall become effective and shall be in full force and effect on and after its passage and publication as required by state law.

**SECTION V
PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, of the Texas Government Code. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 21st day of June, 2016.

APPROVED

**CHRIS RILEY
MAYOR**

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

ROXANN PAIS COTRONEO
City Attorney

San Antonio River Authority's Watershed Wise Rebate City Hall Parking Lot Low Impact Design

City Council Meeting
June 21, 2016

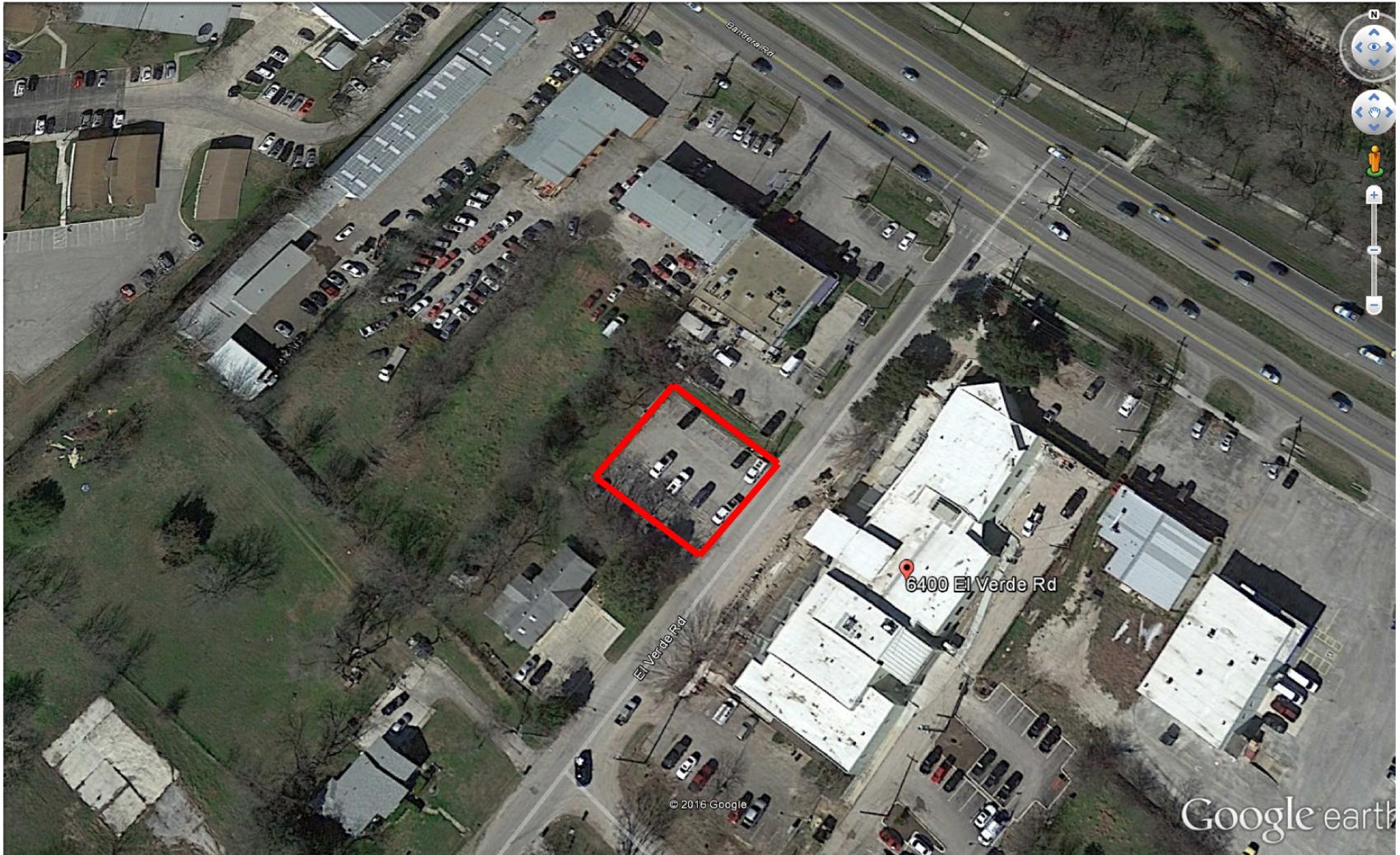
Purpose

- Consider acceptance of a rebate from the San Antonio River Authority's Watershed Wise Rebate Program and
- Approve an ordinance authorizing a budget adjustment in the amount of \$82,000
- To fund the construction of a Low Impact Design (LID) parking lot across the street from the main entrance to City Hall

Purpose

- The San Antonio River Authority put out press release to public, private, or environmental nonprofits
- To offer rebate funds for construction of Low Impact Development (LID) Best Management Practices (BMP's) projects to address stormwater runoff in Bexar, Wilkinson, Karnes, & Goliad counties
- City received notification that the rebate for our project was approved
- Proposed project is to reconstruct the City Hall parking lot (across from main entrance) to incorporate LID designed parking spaces
- Parking lot is focal point of City Hall, has little to no landscaping, and is in need of improvements, due to condition of asphalt and close proximity to Huebner Creek

Site



Site



Project Summary

- Portion of impervious surface removed & replaced with pervious pavers
- Surrounded by drought-tolerant native plantings
- Pavers & plants will slow stormwater from parking area, while allowing drainage
- Filters oil, gas, trash in stormwater as it sinks into the ground, before getting to creek & Aquifer

LID Example



Benefit to City

- This parking lot is the focal point at the main entrance, has no landscaping, & asphalt is in poor condition
- Rainwater shoots directly down parking lot storm drain running under street
- Pavers would filter runoff before entering drain
- Promotes and supports Stormwater Management Program BMP #6 – Pollution Prevention & Housekeeping, by filtering stormwater entering into Huebner Creek

Fiscal Impact

- Projected costs:
 - Site Construction - \$50,000
 - Demo of existing Site - \$ 9,000
 - Landscaping Cost - \$5,000 (Native plants, no irrigation system)
 - **Total Construction cost - \$64,000**
 - Survey \$ 5,000
 - Construction Documents \$ 8,000
 - Project Admin/Const. \$ 5,000
 - **Total engineering \$18,000**
 - **TOTAL BUDGET \$82,000**
 - Rebate from SARA <\$50,000>
 - **City portion \$32,000**
- Will not know exact cost for construction until project is bid
- Funds could be transferred from Stormwater Fund Balance & rebate received will be returned to same
- Current Stormwater Fund Balance approximately \$324,445

Recommendation

- Accept the SARA Watershed Wise rebate award
- Approve ordinance for budget adjustment in the amount of \$82,000
- To install LID parking lot at City Hall across from main entrance

S.E.E. Statement

- Social – LID designs provide filtration for stormwater entering creeks & rivers, which helps to protect water supply for all citizens
- Economic – This project may enhance the City's image as a progressive, forward, and environmentally conscious community, which might entice new residents and businesses. It will also save the City money by not having to pay entire amount for eventual parking lot renewal.
- Environmental – Supports Best Management Practices (BMP) for MS4 Stormwater Permit, by sound management of stormwater runoff, and assists with removal of pollutants from our water sources

San Antonio River Authority's Watershed Wise Rebate City Hall Parking Lot Low Impact Design

City Council Meeting
June 21, 2016

MAYOR AND COUNCIL COMMUNICATION

M&C #2016-06-21-06

DATE: June 21, 2016

TO: Mayor and City Council

THROUGH: Kelly Kuenstler, City Manager

FROM: Melinda Moritz, Public Works Director

SUBJECT: Consideration and Possible Action on Hodges Street Traffic Mitigation Options.

PURPOSE

The purpose of this Communication is to consider possible traffic mitigation actions on Hodges Street.

The City received a petition from residents along Hodges Street to close one end of the street. The petition was heard by City Council at their May 3, 2016 meeting and direction was given to staff to 1) perform a traffic count of vehicles traveling from Evers to Bandera on Hodges, 2) install “Slow – Children at Play” signage, 3) consider installing an LED speed indicator sign, 4) consult with the City Engineer about making Hodges a one-way street, 5) perform a traffic study to determine if the street qualifies for a reduction in the 30 mile per hour speed limit to 25 miles per hour, and 6) encourage the citizens to gather the necessary signatures to install speed humps.

A new traffic count was conducted and the following statistics apply:

Direction	Eastbound	Westbound
No. days deployed	11 days	12 days
Vehicles per Day	137	477.25
Average speed	23 mph	24 mph
50 th percentile speed	24 mph	25 mph
85 th percentile speed	29 mph	30 mph
No. vehicles above speed limit	162	679

The street meets the daily vehicle requirements for speed hump installation. The Public Works Department will be installing the Children at Play signage, but a budget adjustment will be needed in order to perform a traffic study. The study would consider the one-way option, reducing the speed limit to 25 mph, and other traffic calming measures.

FISCAL IMPACT

- A traffic study would cost approximately \$12,000.
- Speed hump assemblies and signage cost approximately \$4500 and are in the proposed FY 2017 budget.

Recommendation

1) Ask the petitioners to provide the required 90% property owner signatures as per the Speed Hump Policy. The Public Works Department will install the speed humps after October 1, 2016.

2) Approve an ordinance for a budget adjustment in the amount of \$12,000 to fund a traffic study of Hodges Street.

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: Traffic count

AN ORDINANCE APPROVING AMENDMENTS TO THE GENERAL FUND OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR FISCAL YEAR OF 2015-2016.

Whereas on September 15, 2015 the City Council of the City of Leon Valley adopted the 2015-2016 fiscal year budget: and

Whereas Texas Local Government Code Section 102.010 provides that a municipality is not prohibited from making changes to a budget for municipal purposes: and

Whereas the Leon Valley City Council hereby finds and determines that the amendments adopted under this ordinance are for a municipal purpose.

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

SECTION I

That the City Council of the City of Leon Valley hereby amends the fiscal year 2015-2016 budget as provided for in the attached Exhibit "A", said Exhibit to be incorporated herein as if fully set forth herein.

**SECTION II
SEVERABILITY**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs, and sections of this ordinance are severable, and if any phrase, clause sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION III
REPEALER CLAUSE**

Any provisions of any prior ordinance of the City which are in conflict with any provision of the Ordinance, are hereby repealed to the extent of the conflict, but all other provisions of the ordinances of the City which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

**SECTION IV
EFFECTIVE DATE**

This Ordinance shall become effective and shall be in full force and effect on and after its passage and publication as required by state law.

**SECTION V
PROPER NOTICE AND MEETING**

It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, of the Texas Government Code. Notice was also provided as required by Chapter 52 of the Texas Local Government Code.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 21st day of June, 2016.

APPROVED

**CHRIS RILEY
MAYOR**

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

ROXANN COTRONEO
City Attorney

Proposed



Exhibit "A"
Ordinance No. 16-024

**CITY OF LEON VALLEY, TEXAS
BUDGET ADJUSTMENT
FISCAL YEAR 2015-2016**

Request Submitted By: _____	Date: _____
Department Head	
Approved By: _____	Date: _____
Finance Director	
Approved By: _____	Date: _____
City Manager	

TYPE OF TRANSFER:

- Inter-Departmental Transfer
- Intra-Departmental Transfer
- Supplemental Appropriation

DEPARTMENT:

Public Works

FROM:

FUND	ACCOUNT NO.	DESCRIPTION	AMOUNT
General	100	Fund Reserve	\$12,000

TO:

FUND	ACCOUNT NO.	DESCRIPTION	AMOUNT
General	100-5600-530.01	Public Works Professional Services	\$12,000

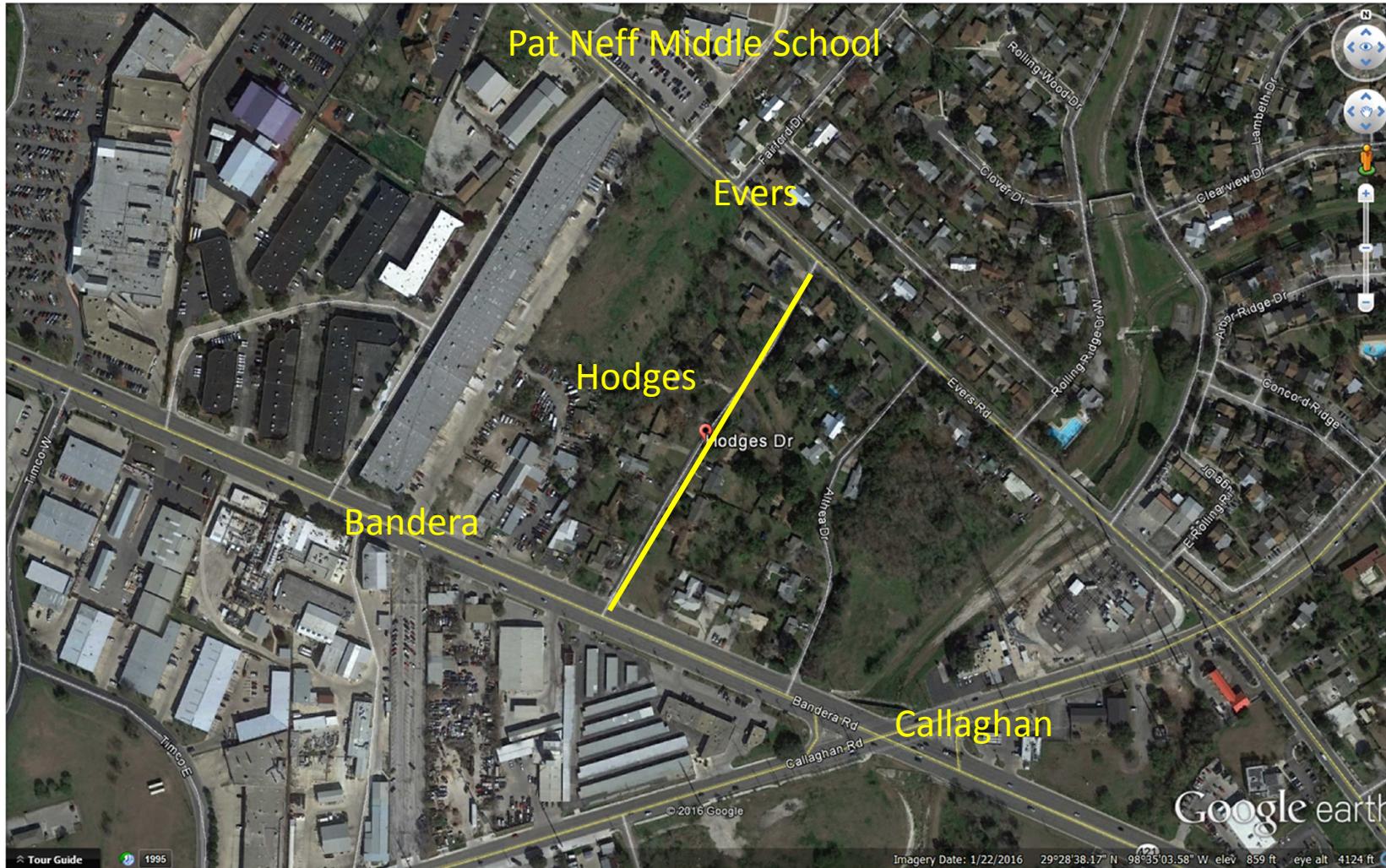
Consideration and Possible Action on Hodges Street Traffic Mitigation Options

City Council Meeting
June 21, 2016

Purpose

- To consider possible traffic mitigation actions on Hodges Street
- With Attached Ordinance Authorizing a Budget Adjustment for Traffic Engineering Study

Situs



Purpose

- City received a petition from residents along Hodges Street to close one end of the street, which was heard by City Council May 3, 2016
- Direction was given to staff to:
 - 1) perform a traffic count of vehicles traveling from Evers to Bandera on Hodges,
 - 2) install “Slow – Children at Play” signage,
 - 3) consider installing an LED speed indicator sign,
 - 4) consult with the City Engineer about making Hodges a one-way street,
 - 5) perform a traffic study to determine if the street qualifies for a reduction in the 30 mile per hour speed limit to 25 miles per hour, and
 - 6) encourage the citizens to gather the necessary signatures to install speed humps.

Purpose

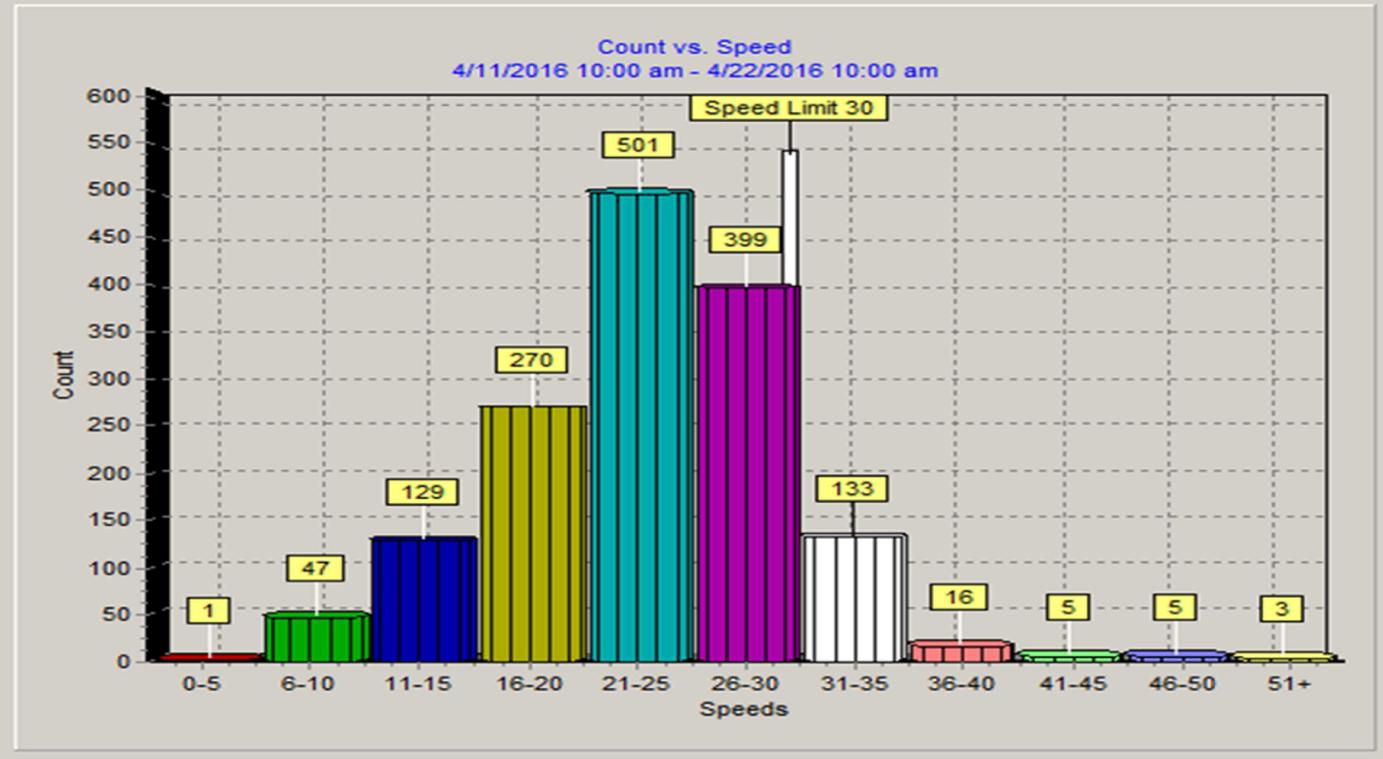
- A new traffic count was conducted and the following statistics apply:

• Direction	Eastbound	Westbound
• No. days deployed	11 days	12 days
• Vehicles per Day	137	477.25
• Average speed	23 mph	24 mph
• 50th percentile speed	24 mph	25 mph
• 85th percentile speed	29 mph	30 mph
• No. above speed limit	162	679
– The street meets the daily vehicle requirements for speed hump installation		

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

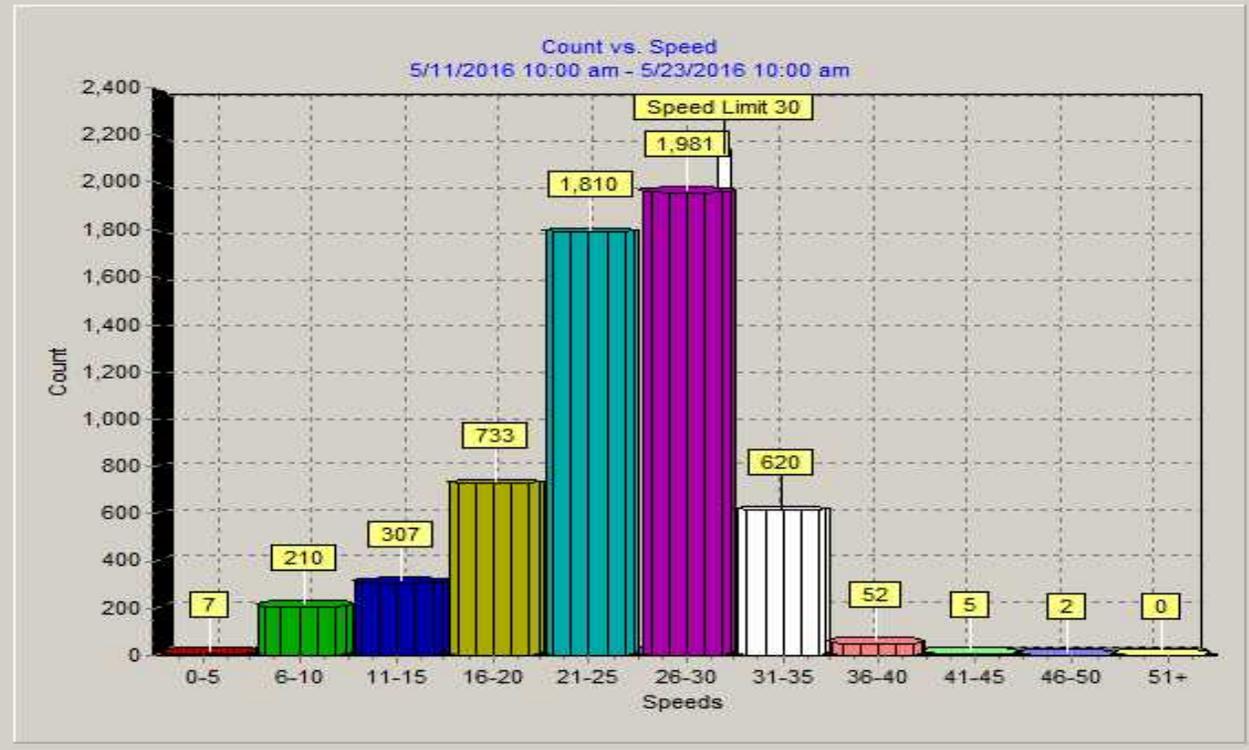
Comments:
Hodges Drive - Eastbound



SR Hodges #2 Traffic Counts

Date: 5/23/2016 12:30:30 pm
Start Date: 5/11/2016 10:00 am
End Date: 5/23/2016 10:00 am
Time Interval: 60 minutes
Speed Interval: 5 mph
Posted Speed Limit: 30 mph
Average Speed: 24 mph
Highest Speed: 47 mph
50th Percentile: 25 mph
85th Percentile: 30 mph
Number Above Speed Limit: 679
Total Number of Vehicles: 5727

Comments:
Hodges Westbound
05-11-2016 through 05-23-2016



Hodges Street View



Fiscal Impact

- Public Works will be installing the Children at Play signage, but a budget adjustment in the amount of \$12,000 will be needed in order to perform a traffic study
 - The study would consider the one-way option, reducing the speed limit to 25 mph, and other traffic calming measures
- Speed humps cost \$4500 per set, which would be taken from the FY 2017 budget

Recommendation

- Ask the petitioners to provide the required 90% property owner signatures as per the Speed Hump Policy
 - Public Works will install speed humps after October 1, 2016
- Approve an ordinance for a budget adjustment to fund a traffic study

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 and Possible Action on Hodges Street Traffic Mitigation Options

City Council Meeting
June 21, 2016

MAYOR AND COUNCIL COMMUNICATION**M&C #2016-06-21-07**

DATE: June 21, 2016

TO: Mayor and City Council

FROM: Melinda Moritz, Public Works Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Request to Accept a Bid and Award a Contract for the 2016 Huebner Road Mill and Overlay Project to San Antonio Constructors in the amount of \$357,817.39, and Authorize the City Manager to Sign Change Orders as Per LGC Sec. 252.048. (c) Change Orders

PURPOSE

The purpose of this item is to accept the low bid from San Antonio Constructors in the amount of \$357,817.39 to mill and overlay Huebner Road, from Evers to Redbird Lane.

BACKGROUND

As a part of the street maintenance program, Huebner Road was designated as a roadway in need of base repairs and new asphalt. This work is to be performed in order to preserve the integrity of the road and prevent major street reconstruction. In addition, the street does not currently have bus pads and the VIA Primo route is along this street.

This project was designed by Sia Engineering. A bid package was developed and advertised for 21 days. The bid advertisement was placed in the Express News on two consecutive Sundays, and the bid document and plans were placed on the City's web site. The City's Purchasing Agent contacted construction companies as well.

The bid opening was held on June 7, 2016, and a total of five (5) firms submitted bids. They were:

Company	Base Bid	Additive Alternate No. 1	Total
San Antonio Contractors	\$328,399.39	\$29,418.00	\$357,817.39
Clark Construction	\$329,764.75	\$53,800.00	\$383,564.75
LMC Corporation	\$436,979.87	\$8,145.95	\$445,125.82
Pronto Sandblasting	\$751,871.00	\$49,872.00	\$801,743.00
Geoscience Engineering	N/A	N/A	N/A

FISCAL IMPACT

The FY 2016 Street Maintenance Fund budget included funding for this project.

RECOMMENDATION

Staff recommends accepting San Antonio Constructor’s bid, and awarding the contract in the amount of \$357,817.39 to mill and overlay Huebner Road, and authorizing the City Manager to sign change orders per LGC Sec. 252.048, which states:

“If a change order involves a decrease or an increase of \$50,000 or less, the governing body may grant general authority to an administrative official of the municipality to approve the change orders.”

City Staff is to request reimbursement from VIA for the bus pads in the amount of \$29,418.00.

S.E.E. IMPACT STATEMENT

Social Equity – Maintaining city streets in good provides access to all citizens.

Economic Development – Improved infrastructure could encourage relocation to the City of Leon Valley, which would support business development.

Environmental Stewardship – The remaining asphalt millings are reused to create walkways in city parks, which further emphasizes the City’s commitment to reducing, reusing, and recycling.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

2016 Huebner Road Mill & Overlay Project

City Council Meeting
June 21, 2016

Purpose

- To accept the low bid from San Antonio Constructors in the amount of \$357,817.39, and
- Authorize the City Manager to sign change orders as per LGC Sec. 252.048. (c) Change Orders, which states:
 - “If a change order involves a decrease or an increase of \$50,000 or less, the governing body may grant general authority to an administrative official of the municipality to approve the change orders.”
- To mill & overlay Huebner Road, from Evers to Redbird Lane

Background

- As part of Street Maintenance Program, Huebner Road was designated as being in need of some base repairs & new asphalt, to preserve its integrity & prevent major street reconstruction
- This project was designed by Sia Engineering
- Bid package was advertised for 21 days, with bid advertisement in the Express News on two consecutive Sundays, and also placed on the City's web site
- In addition, City's Purchasing Agent contacted individual construction companies

Bids Received

Company	Base Bid	Additive Alternate No. 1	Total
San Antonio Contractors	\$328,399.39	\$29,418.00	\$357,817.39
Clark Construction	\$329,764.75	\$53,800.00	\$383,564.75
LMC Corporation	\$436,979.87	\$8,145.95	\$445,125.82
Pronto Sandblasting	\$751,871.00	\$49,872.00	\$801,743.00
Geoscience Engineering	N/A	N/A	N/A

Additive Alternate = bus pad construction



Fiscal Impact

- This project was included in the FY 2016 Street Maintenance Fund budget
- Additive alternate is to construct bus pads, which may be reimbursed by VIA
- Total bid submitted by San Antonio Contractors, including the alternate, is \$357,817.39

Recommendation

- Recommend awarding a contract in the amount of \$357,817.39 to San Antonio Contractors, and authorize the City Manager to sign change orders as per LGC Sec. 252.048. (c) Change Orders, which states:
 - “If a change order involves a decrease or an increase of \$50,000 or less, the governing body may grant general authority to an administrative official of the municipality to approve the change orders.”
- Request reimbursement of funds for bus pads from VIA
 - \$29,418.00

S.E.E. Statement

- Social Equity – Maintaining city streets in good provides access to all citizens.
- Economic Development – Improved infrastructure could encourage relocation to the City of Leon Valley, which would support business development.
- Environmental Stewardship – The remaining asphalt millings are reused to create walkways in city parks, which further emphasizes the City's commitment to reducing, reusing, and recycling.

2016 Huebner Road Mill & Overlay Project

City Council Meeting
June 21, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: June 21, 2016 **M&C #2016-06-21-08**

TO: Mayor and City Council

FROM: David Dimaline, Public Works Assistant Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: Consider, Discuss and Take Action Regarding Contract Terms Surrounding the One Year Lease of Permitted Edwards Groundwater Rights to the Edwards Aquifer Authority.

Purpose

The purpose of this item is to consider, discuss, and take action regarding contract terms related to the one year lease of permitted Edwards Aquifer groundwater rights.

Background

On May 17, 2016 the Mayor and City Council was provided a briefing to consider authorizing the City Manager to enter into a contract with the EAA to participate in the Aquifer Storage and Recovery (ASR) Program to lease 400 acre feet (AF) of water to the San Antonio Water System (SAWS) for a period not to exceed one year. By participating in the program, the City would realize a reduction in our annual EAA fees.

The City Council directed staff to increase the amount of Edwards Aquifer water from 400 AF to 500 AF—for a one year lease term. The EAA sent a lease Agreement to the City for our review and to execute. Our City Attorney reviewed the Agreement and requested changes to the following sections:

- Section 2. Lease of Permitted Groundwater Rights
- Section 4. Lease Payment
- Section 6. Defense of Rights
- Section 7. Processing of Lease
- Section 8. Continued Operation
- Section 9. Quiet Enjoyment
- Section 11. Cooperation
- Section 12. Assignability
- Section 15. Liens
- Section 16. Default
- Section 23. Force Majeure
- Section 24. Assurances

The EAA has agreed to the redline revisions (attached). However, they are not willing to revise item 12. Assignability. Item 12 reads as follows: Lessee shall have the right

to sublease or assign this Lease, and shall give to Lessor prompt written notice of such sublease or assignment.

Fiscal Impact

Current EAA fees:	\$160,219.75
Lease structure (500 AF at \$120 per AF)	\$ 60,000.00
Refund of the Aquifer Management Fee	\$ 42,600.00
Total savings	\$102,000.00
Estimated EAA fees due next fiscal year	\$ 58,219.75

EAA fees are currently paid under the Water Utility Budget – Contractual Services and are collected from all water customers.

S.E.E Statement

Social Equity – Storing unused water protects all citizens in times of drought.

Economic Development – Assures businesses, such as restaurants and industry, have an adequate supply of water year round, which ultimately improves economic development in the San Antonio Metropolitan Area, which may attract businesses and new residents.

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

(b) This Lease may be terminated prior to the term stated in subsection (a) due to decisions made pursuant to the Adaptive Management Process of the FMA¹ only as follows:

(1) if it is determined that the San Antonio Water System (“SAWS”) ASR for Springflow Protection Program (see HCP § 5.5) Program (“ASR Program”) be discontinued as a Conservation Measure by the Implementing Committee of the Edwards Aquifer Habitat Conservation Plan Program under Section 7.12.4.f of the FMA, Lessee may terminate this Lease, in its sole discretion, by providing advance written notice of termination to Lessor by July 1st of any year during the Term of this Lease, in which case this Lease terminates on December 31st of the same year in which the notice is timely given; or

(2) if the ASR Program is modified and such modification results in a material conflict with this Lease, and the parties are unable in good faith to renegotiate a modification to this Lease to be consistent with the modified ASR Program within 60 days from the date Lessee gives notice to Lessor that the ASR Program has been modified, either party may terminate this Lease by providing advance written notice of termination to the other party by July 1st of any year during the Term of this Lease, in which case this Lease terminates on December 31st of the same year in which the notice is timely given.

4. Lease Payment.

(a) Subject to the terms of this Lease and except as provided in subsection (b), Lessee agrees to pay to Lessor the sum of Sixty Thousand and no/100 Dollars (\$60,000.00) per year during the Term of this Lease, (“Lease Payments”), which Lease Payments shall be payable in accordance with the following terms in subsections (b) and (c). The Lease Payments are based upon One Hundred Twenty and no 100 Dollars (\$120.00) per AF/annum of the Groundwater Rights leased to Lessee.

(b) The first Lease Payment shall be determined based on the number of AF to be leased under the Permit that on the date Lessee approves the Transfer Application have not been previously withdrawn by the Lessor, or Lessor’s lessees or other assigns, during the initial calendar year as verified by meter readings taken by the Lessee. This calculation results in a first Lease Payment for 2016 of (\$60,000.00). The first Lease Payment shall be made within thirty (30) days following the date Lessee approves the

¹ For purposes of this Lease, “FMA” means the Funding and Management Agreement by and among the Edwards Aquifer Authority, the City of New Braunfels, the City of San Marcos, the City of San Antonio, acting by and through its San Antonio Water System Board of Trustees, and Texas State University – San Marcos to fund and manage the Habitat Conservation Plan for the Edwards Aquifer Recovery Implementation Program (eff. Jan. 1, 2012). “Adaptive Management Process” or “AMP” means the iterative process designed to develop information through monitoring and research, and the review and use of the results to confirm the efficacy of or to adjust the Conservation Measures, all as described in Article Seven of the FMA and in Chapter 6 of the Habitat Conservation Plan (“HCP”). See FMA § 1.1.1. The HCP that is in effect for purposes of this Lease is that which accompanies the application for an Incidental Take Permit (“ITP”) approved by the U.S. Fish and Wildlife Service on March 18, 2013, and assigned Permit No. TE63663A-O.

Transfer Application reflecting the terms set out herein.

- (c) The subsequent Lease Payments shall be made no later than January 31st of each Lease Year during the Term of this Lease, beginning January 1st of the year immediately following the year in which Lessee made the first Lease Payment.

5. **Aquifer Management Fees.** During the Term of this Lease, Lessor shall have no duty to pay any aquifer management fees assessed by Lessee relative to the Groundwater Rights.
6. **Defense of Rights.** ~~With the prior written consent of Lessor, Lessee shall have the right to may~~ initiate and prosecute any proceedings relating to the Groundwater Rights ~~and, at its election, the Property as may be as are~~ necessary for the protection of the Groundwater Rights, including but not limited to protecting, defending, or preserving the rights to withdraw groundwater from the Edwards Aquifer and place it to beneficial use. If Lessee elects to act with respect to the Property, Lessee shall give Lessor written notice of such election. ~~;~~ ~~provided, however, in no event shall Lessee be required to give notice to Lessor of its actions with respect to the Groundwater Rights leased hereunder.~~ If Lessee elects to act with regard to the ~~Property or~~ Groundwater Rights, ~~and Lessor has given its consent.~~ Lessor shall cooperate with Lessee's efforts in connection therewith. ~~Lessor-Neither Party shall not~~ take any action or omit to take any actions which will adversely affect the Property or Groundwater Rights. If required by law ~~and consented to by Lessor,~~ Lessee may take any such action in the name of Lessor. Unless otherwise required by law, Lessee shall not be required to take any such action with respect to the Property or Groundwater Rights on behalf of Lessor. Lessee shall in no event be deemed to be the agent of Lessor or as having any duty or responsibility to Lessor or to act on behalf of Lessor. To the extent ~~that Lessor has consented and~~ Lessee elects to act in connection with the Property, Lessor appoints Lessee as Lessor's attorney-in-fact to take such approval action.
7. **Processing of Lease.** Lessor shall be responsible for filing with Lessee an original of this Lease executed by Lessor and a proposed memorandum of lease along with the Transfer Application. Lessor shall not be required to pay any application fees of Lessee to file the Transfer Application. Lessee shall process the Transfer Application in accordance with Lessee's rules. ~~During Lessee's review and processing of the Transfer Application, Lessor shall furnish to Lessee copies of all documents related to the Property or Groundwater Rights as Lessee, in its discretion, may require to process the Transfer Application, including pending litigation or other matters which adversely affect the Property or Groundwater Rights.~~ If the Transfer ~~a~~Application is approved as filed, Lessee shall execute this Lease and return a fully executed copy to Lessor. If during the review of the Transfer Application, the Transfer Application cannot be approved as filed, Lessee will in writing give notice to Lessor in accordance with Lessee's rules. This Lease shall not be effective until (i) the Lessee has executed this Lease after it has approved the Transfer Application-, and (ii) such Transfer Application has been approved and notice of approval provided to Lessor in a timely manner as provided in 4(b) above.

8. **Continued Operation.** From the date of execution of this Lease by Lessor and continuing thereafter during the Term of this Lease, neither Lessee nor Lessor shall not take any actions (or omit to take any actions) which will harm or diminish the Property or Groundwater Rights. During the Term of this Lease, Lessor each Party shall have a continuing duty to furnish to Lessee the other Party notice of all matters or actions related to or affecting the Groundwater Rights, including, without limitation, actual or threatened litigation or administrative actions, within five (5) business days of the date Lessor that such Party becomes aware of such matters or actions. Lessor The Parties agrees to furnish to Lessee one another information concerning and copies of all documents pertaining to such matters or actions within five (5) business days of the date that Lessee the requesting Party requests such information or documents. Lessor additionally agrees and acknowledges that it has leased the Groundwater Rights to Lessee and that Lessor shall not transfer the Property or Groundwater Rights leased hereunder, nor shall Lessor make any withdrawals of any Groundwater Rights leased hereunder, nor otherwise authorize or allow any other third-party to withdraw such groundwater. Any such unauthorized withdrawals shall constitute a violation of this Lease, and the applicable rules of Lessee.
9. **Quiet Enjoyment.** Lessor does hereby warrant and represent to Lessee that it has good title to the Property and Groundwater Rights leased to Lessee hereunder and does hereby covenant to provide to Lessee quiet enjoyment, without restriction or limitation, of the Property and Groundwater Rights leased hereunder during the full Term of this Lease, subject only to any matters of record in the Official Public Records of Bexar County, Texas, as of the Effective Date hereof.
10. **Proceeds From Awards.** Lessor assigns to Lessee all interest of Lessor in and to any condemnation awards or insurance proceeds which relate to Lessee's interest in the Groundwater Rights which are allocated solely to the value of Lessee's interest in this Lease.
11. **Cooperation.** Lessor will use its best efforts, take such actions, and execute and deliver such documents now in Lessor's possession that Lessee determines are reasonably necessary to fully vest Lessee with leasehold title to the Groundwater Rights and make effective all of the terms of this Lease. In the event that the Property or the Groundwater Rights is are burdened by a mortgage or deed of trust, and the holder of such mortgage and deed of trust has not previously released their lien on the Groundwater Rights, Lessor shall use best efforts to obtain and deliver to Lessee a Subordination, Nondisturbance and Attornment Agreement, in form and content reasonably acceptable to Lessee, executed by Lessee and the applicable holder of such mortgage or deed of trust.
12. **Assignability.** Lessee shall have the right to sublease or assign this Lease, and shall give to Lessor prompt written notice of such sublease or assignment. Provided, however, (i) that any such sublease or assignment by Lessee shall not release Lessee from its duties and obligation under this Lease, and (ii) under no circumstances shall a violation of Lessee's rules by an Assignee or Sublessee be grounds to revoke or amend the Permit.

13. Notices. Any notices to be given hereunder shall be given by placing the notice in the United States mail, certified or registered, properly stamped and addressed to the address shown below or such other addresses as the respective party may direct in writing to the other, by overnight delivery service, or by personal delivery to such address. Notice shall be deemed effective upon such placing in the mail, on the next business day following delivery and acceptance for next day delivery by any overnight delivery service, or upon actual delivery if by personal delivery:

Lessor: City of Leon Valley
Kelly Kuenstler – City Manager
6400 El Verde Road
Leon Valley, TX 78238

Lessee: Edwards Aquifer Authority
900 E. Quincy
San Antonio, Texas 78215
Attn: General Manager

14. Taxes. All taxes, charges, or assessments upon the Property and Groundwater Rights shall be the continuing responsibility of Lessor. Lessee shall not be liable for any taxes, charges, or assessments upon the Property or Groundwater Rights.

15. Liens. ~~Neither Party shall have the right to impose or to grant any lien, charge or assessment upon the Groundwater Rights leased hereunder during the Term of this Lease or any renewal thereof. If either Party is responsible for a debt that gives rise to a charge or assessment upon the Groundwater Rights, such Party shall promptly satisfy such debt and remove such lien, charge or assessment. If such Party fails to do so, such Party shall be in default. Lessor and Lessee shall promptly pay when due all items for which they are responsible which may result in the placement of a lien on the Property or Groundwater Rights. If Lessor or Lessee fails to pay any such item, including but not limited to any tax, charge or assessment, or any mechanic's or materialmen's expenses, or if a lien is placed upon the Property or Groundwater Rights, and the non-defaulting party shall have the right to make such payment and the defaulting party hereby covenants to reimburse the non-defaulting party, upon demand, for any amount so expended or paid, with interest thereon at the highest legal rate per annum from the date of such payment until the date of such reimbursement.~~

16. Default. ~~If for any reason Lessor fails to comply with any of the provisions of this Lease, Lessee, at its election, may exercise all rights which may be available to it at law or in equity, including termination of this Lease. If Lessee either Party fails to comply with any provision of this Lease and such failure continues for a period of thirty (30) days after receiving written notice of such failure from Lessor, Lessor may, as its sole and exclusive remedy terminate this Lease and receive the Lease Payments which are due and payable and have accrued through that date; the other Party, then the non-defaulting Party, at its election, may exercise all rights which may be available to it at law or in equity, including termination of this Lease.~~

17. **Waiver.** The failure on the part of either party to require the performance by the other of any portion of this Lease shall not be deemed a waiver of, or in any way affect that party's rights to enforce such provision. Any waiver by either party of any provision of this Lease shall not be a waiver of any other provision hereof.
18. **Severability.** The invalidity or unenforceability of any provision of this Lease shall not affect the validity or enforceability of any other provision of this Lease.
19. **Governing Law.** This Lease shall be governed by and construed in accordance with the laws of the State of Texas, and the obligations, rights, and remedies of the parties hereunder will be determined in accordance with such laws without reference to the laws of any other state or jurisdiction, except for applicable federal laws, rules, and regulations. The parties also specifically agree that in the event that any legal proceeding is brought to enforce this Lease, the same will be brought in Bexar County, or the county in which any part of the Property is located
20. **Binding Effect.** This Lease shall be binding upon and inure to the benefit of the pParties and their respective successors and assigns.
21. **Authority.** Each of the persons signing on behalf of Lessor and Lessee hereby confirm that they have the authority to execute this Lease on behalf of the pParty indicated by their signature and have the authority to bind such pParty thereto.
22. **Survival.** Except as set out herein, all agreements and representations in this Lease shall survive the end of the Term.
23. **Force Majeure.** If Lessee is denied its use of all or a part of the Groundwater Rights by reason of any laws, regulations, or governmental action or other acts outside of the control of Lessee, other than any limitation or prohibition on the use or withdrawal of any of the Groundwater Rights during any Critical Period Stage imposed by Lessee pursuant to its rules, then Lessee and Lessor shall be excused from their obligations hereunder for so long as these circumstances exist; provided, however, that no event of force majeure shall extend the Term of this Lease or any extension thereof.
24. **Further Assurances.** Lessor and Lessee shall take all actions and shall execute and deliver to the other any other document or instrument which Lessee determines to be necessary or useful to fully carry out the transactions evidenced by this Lease, including any amendments to the Permit, in conformance with applicable Lessee rules, or any documentation required by Lessor in order to evidence the termination of Lessee's interest in the Groundwater Rights upon the termination of this Lease. In addition, Lessor agrees to amend this Lease in any reasonable manner necessary to cause this Lease to be in compliance with Lessee rules. Lessee shall have the authority to file a Memorandum of Lease of public record to reflect its interest in the ~~Property and~~ Groundwater Rights as set out under the terms of this Lease. Lessor agrees to execute any such reasonable form of Memorandum of Lease provided by Lessee.

Lessee:

EDWARDS AQUIFER AUTHORITY

By: _____

Name: _____

Title: _____

STATE OF TEXAS §
 §
COUNTY OF _____ §

This instrument was acknowledged before me on the _____ day of _____,
20____, by _____, the General Manager of the Edwards Aquifer Authority.

Notary Public, State of Texas

EXHIBIT “A”

Permit No. P100-051

EAA Contract Terms for One Year Lease of Permitted Edwards Groundwater Rights

City Council Meeting
June 21, 2016

Purpose

- Purpose is to consider, discuss, and take action regarding contract terms related to the one year lease of permitted Edwards Aquifer groundwater rights

Background

- On May 17th, the City Council was briefed on the EAA's Aquifer Storage and Recovery (ASR) Program
- The City Council directed staff to enter into an Agreement with the EAA to lease 500 AF of Edwards Aquifer water for a period of one year.
- City would realize a savings of \$102,000

Background

- The City Attorney reviewed the EAA's Agreement document and requested revisions be made to the Agreement.
- The EAA revised Sections 2,4,6,7,8,9,11,12,15,16, 23 and 24.
- However, they are not willing to revise Section 12.
Assignability
- Section 12 reads: "Lessee shall have the right to sublease or assign this Lease, and shall give to Lessor prompt written notice of such sublease or assignment."

Fiscal Impact

Recommendation

- None
- The briefing is intended to share information with the Mayor and City Council on the Amendments that have been made to the Agreement.

S.E.E. IMPACT STATEMENT

- Social Equity – Storing unused water protects all citizens in times of drought
- Economic Development – Assures businesses, such as restaurants and industry, have an adequate supply of water year round, which ultimately improves economic development in the San Antonio Metropolitan Area, which may attract businesses and new residents
- Environmental Stewardship – Reducing the amount of water pumped from the Edwards Aquifer assures the continued protection of endangered species in the San Marcos and Comal Springs

Edwards Aquifer Authority Aquifer Storage & Recovery Program

City Council Meeting
June 21, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: June 21, 2016 **M&C #2016-06-21-08**
TO: Mayor and Council
FROM: Kelly Kuenstler, City Manager
SUBJECT: Amend Firefighter Leave Usage

PURPOSE

The purpose of this agenda item is to amend the firefighter leave usage.

Current policy:

The Firefighters accrue their annual leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Shifts Year	Max Hours Allowed
6 mo thru 5 years	144	5.54	6	288
6 yr thru 10 years	192	7.38	8	384
11 yr thru 15 years	240	9.23	10	480
16 yr or more	288	11.08	12	576

Annual leave can be used for vacation or any personal reason including illness.

The Firefighters accrue their sick leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Shifts Year	Max Hours Allowed
6 mo thru 5 years	110.4	4.25	4.6	576
6 yr thru 10 years	138	5.31	5.75	768
11 yr thru 15 years	165.6	6.37	6.9	960
16 yr or more	220.8	8.49	9.2	1,152

Sick Leave can be used for personal illness or injury, immediate family illness or injury routine health care appointments, or FMLA qualifying event. Once a Firefighter has reached their max hours allowed in their sick leave banks it rolls over into long term leave, which is capped at 1378 hours. Long term leave can only be used for the employee’s own illness or injury.

All other employees including police personnel accrue personal leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Days Year	Max Hours Allowed
6 mo thru 5 years	135.98	5.23	17	271.96
6 yr thru 10 years	151.84	5.84	19	303.68
11 yr thru 15 years	176.02	6.77	22	352.04
16 or more years	215.8	8.3	27	431.6

Personal leave can be used for vacation or any personal reason including illness.

All other employees including police personnel accrue major medical leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Days Year	Max Hours Allowed
6 mo thru 5 years	96.2	3.7	12	1040
6 yr thru 10 years	96.2	3.7	12	1040
11 yr thru 15 years	96.2	3.7	12	1040
16 or more years	96.2	3.7	12	1040

Major Medical leave can only be used for the employees own illness or injury or and FMLA qualifying event. Further, Major Medical Leave can only be utilized once forty (40) hours of Personal Leave has been utilized. If they do not have 40 hours of personal leave then they take it without pay prior to their use of Major Medical leave.

Proposed Policy Firefighters:

Removing Long-term leave and only allowing the use of sick leave once a firefighter has used 48 hours of their annual leave first. If the employee does not have 48 hours of annual leave they would go without pay prior to their sick leave being used and changing the term of "Sick" to "Major Medical" Leave. This policy will come into effect October 1, 2016. Employees who have accumulated Long term leave will keep their balances.

The Fire Chief is hoping that this change will minimize the abuse of sick leave and assist with keeping firefighters on duty preventing call-ins, which directly results in overtime pay or comp-time issued.

FISCAL IMPACT

There may be some direct saving to overtime and comp-time reduction.

RECOMMENDATION

To accept the changes to the firefighter leave policy.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Amend Firefighter Leave Usage

Regular City Council Meeting

June 21 ,2016



Purpose

- Is to amend the firefighter leave usage
- Minimize the abuse of sick leave
- Assist with keeping firefighters on duty
- Assist with preventing call-ins
- Assist with reducing overtime pay or comp-time issued



Current Firefighter Policy

- Firefighter get the following leave banks
 - Annual Leave
 - Sick Leave
 - Long-term Leave
 - Holiday Pay
 - Comp-time



Current Firefighter Policy

- The Firefighters accrue their annual leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Shifts Year	Max Hours Allowed
6 mo thru 5 years	144	5.54	6	288
6 yr thru 10 years	192	7.38	8	384
11 yr thru 15 years	240	9.23	10	480
16 yr or more	288	11.08	12	576

- Annual leave can be used for vacation or any personal reason including illness.



Current Firefighter Policy

- The Firefighters accrue their sick leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Shifts Year	Max Hours Allowed
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6 yr thru 10 years	138	5.31	5.75	768
11 yr thru 15 years	165.6	6.37	6.9	960
16 yr or more	220.8	8.49	9.2	1,152

- Sick Leave can be used for personal illness or injury, immediate family illness or injury routine health care appointments, or FMLA qualifying event.
- Once a Firefighter has reached their max hours allowed in their sick leave banks it rolls over into long term leave, which is capped at 1378 hours. Long term leave can only be used for the employee's own illness or injury.



Current Policy for all Other Staff

- All other employees including police personnel accrue personal leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Days Year	Max Hours Allowed
6 mo thru 5 years	135.98	5.23	17	271.96
6 yr thru 10 years	151.84	5.84	19	303.68
11 yr thru 15 years	176.02	6.77	22	352.04
16 or more years	215.8	8.3	27	431.6

- Personal leave can be used for vacation or any personal reason including illness.



Current Policy for all Other Staff

- All other employees including police personnel accrue major medical leave as follows:

Years of Service	Hours Per Year	Hours Per Pay Period	Estimated # of Days Year	Max Hours Allowed
6 mo thru 5 years	96.2	3.7	12	1040
6 yr thru 10 years	96.2	3.7	12	1040
11 yr thru 15 years	96.2	3.7	12	1040
16 or more years	96.2	3.7	12	1040

- Major Medical leave can only be used for the employees own illness or injury or and FMLA qualifying event.
- Major Medical Leave can only be utilized once forty (40) hours of Personal Leave has been utilized.
- If they do not have 40 hours of personal leave then they take it without pay prior to their use of Major medical leave.



Proposed Policy Change to Fire

- Removing Long-term leave and only allowing the use of sick leave once a firefighter has used 48 hours of their annual leave first.
- If the employee does not have 48 hours of annual leave they would go without pay prior to their sick leave being used and changing the term of “Sick” to “Major Medical” Leave.
- Employees who have accumulated Long term leave will keep their balances.



Recommendations

- To accept the changes to the firefighter leave policy.



Fiscal Impact

- There may be some direct saving to overtime and comp-time reduction.



Amend Firefighter Leave Usage

Regular City Council Meeting
June 21 ,2016



**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MAY 10, 2016 MEETING MINUTES**

The Park Commission of the City of Leon Valley, Texas met on the 10th day of May, 2016, at 7:00 p.m., at 6600 Strawflower 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: Jackie Walton, Belinda Ealy, Dorothy Humphrey, Linda Tarin, Benay Cacciatore, Carolyn Gabriel, Kathy Hill, Danielle Bolton, and Alternate Josue De La Torre. Absent and excused was Commissioner Stephen Parker. Also present were Councilmember Monica Alcocer, City Manager Kelly Kuenstler, City Staff members Melinda Moritz, Kristie Flores, and Elizabeth Carol, Tree Advisory Board President Tom Benavides, and resident Robert Jarzombek.

2. Review and Approval of the April 12, 2016 Regular Park Commission Meeting Minutes.

Commissioner Gabriel made a motion to approve the minutes from the April 12, 2016 Regular Park Commission meeting, which was seconded by Commissioner Ealy. The minutes were approved unanimously.

3. Citizens to be Heard

Commissioner Ealy stated that the water fountain by the basketball court in Raymond Rimkus Park was not working.

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

**A. Discussion and Possible Recommendation: Park Variance Requests
Leon Valley 4th of July Parade and Celebration – Kristie Flores**

Chairman Roger Christensen introduced Mrs. Flores, then explained that at the previous meeting there had been a lengthy discussion about the event, which included possible trenching in the Park to run electric cables, pony rides in the baseball field area, moonwalks, a carnival, and having non-official; vehicles inside the park fence and asked for further clarification of these items, as these are not allowed in the park and would require that a variance be issued.

Mrs. Flores gave an overview of the proposed activities for the event, which included a 5K run sponsored by the Historical Society at 8:00 am, a parade, then various activities at Raymond Rimkus Park, ending with a fireworks display

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MAY 10, 2016 MEETING MINUTES**

behind the softball fields. She described the various vendors and entertainment, and then explained that the pony ride vendor had submitted the pony vaccination and health records, and promised to clean up any feces or other mess after their venue. Mrs. Flores then asked if the City should revise the code to exempt City events from the variance procedure. Chairman Christensen stated that the idea had been entertained, but that the Park Commission were frequently left uninformed about events to be held in the park, only finding out about them after the fact, and gave Movie Night as an example. After further general discussion on items such as recycling at the event and event cleanup, the Chairman asked for a vote of the Commission.

A motion was made by Commissioner Ealy and seconded by Commissioner Cacciatore to recommend the Commission's approval of all variances necessary to hold the 4th of July event at Raymond Rimkus Park, and the motion carried unanimously.

B. Presentation, Discussion, and Possible Action - Tree Advisory Board Proposed Master Plan

City staff member Elizabeth Carol spoke, explaining that after much careful planning, the Tree Advisory Board (TAB) had developed a draft Tree Planting Action Plan. She also explained that the TAB would like to partner with the Park Commission and would like to have members of each group reciprocate. She then explained that the City Arborist was still working on the plan, but that there was a heightened sense of urgency as the Board was trying to fulfill the obligation of having 10,000 trees planted by the year 2020. Ms. Carol went through the rest of the plan giving a brief description of each section.

City Manager Kuenstler stated that the City was about to accept some land donations for future parks and that it was a perfect opportunity to plant trees, as the donated land didn't have many trees.

A general conversation was held regarding the exact placement of proposed trees in the park system. A motion was made by Commissioner Gabriel and seconded by Commissioner Cacciatore to give tentative approval of the Tree Planting Action Plan. The motion carried unanimously.

Commissioner Ealy requested that the Board give consideration to planting trees that bore fruit or nuts in order to promote a sustainable community.

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MAY 10, 2016 MEETING MINUTES**

C. Leon Valley Community Pool Update

City staff member Moritz gave an overview of Council approved pool operations for the 2016 swim season. She stated that the pool would remain free to the public, but that only Leon Valley citizens would be allowed the use of the pool. She further explained that the citizen would have to go to City Hall, fill out an application, and would then be given blue wristbands, to be worn when entering the pool area. She explained that Leon Valley residents would be allowed up to five guests and that green guest wristbands would be issued at the pool and then taken up as the guests leave. After answering several questions from the Commission, the discussion was ended.

D. Presentation on Rain Garden - Greater Edwards Aquifer Alliance

Staff member Moritz explained that the Greater Edwards Aquifer Alliance (GEAA) had contacted her and explained that they would like to install a rain garden at Raymond Rimkus Park near the Forest Meadow entrance. She further explained that the area had poor drainage and would benefit immensely from such an endeavor. She told the Commission that the GEAA liked the site, as it had great visibility and would advertise rain gardens to the general public. She noted that the construction was to be performed by volunteers in the community and that she would let the Commission know when further plans had been developed.

5. Commissioner and Staff Comments

City Manager Kuenstler stated that she was so glad to see the TAB and the Park Commission working together. Commissioner Ealy agreed, stating that the collaboration would work to improve the City.

Commissioner Cacciatore stated that it had been a wonderful meeting and was glad it was held at the pool.

Commissioner Tarin stated that she was excited about the new tree planting program.

Commissioner Walton asked if the City could get a second rain garden, to which City Manager replied that the City could. The City Manager also reminded the Commission that the City's Pet Parade was to be held that Saturday at the Community and Conference Center grounds, from 9 am to 11:00 am and she encouraged everyone to attend.

PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
MAY 10, 2016 MEETING MINUTES

6. Adjourn.

Commissioner Gabriel made a motion to adjourn, which was seconded by Commissioner Bolton. The motion carried unanimously and the meeting was adjourned at 8:30 pm.



Roger Christensen - Chairman



Date

BEAUTIFICATION COMMITTEE MEETING
City of Leon Valley

18 May 2016

SUBJECT: Minutes of Meeting

1. **OPENING OF MEETING:** The Chair, Mayor Riley, opened the meeting at 5:14 p.m. on 18 May 2016 at the Leon Valley Fire Department.
2. **ATTENDANCE:**
Members Present: Lupe Carpio, Donna Charles, Belinda Ealy, Jean Johnson, Shirley Jonas, Carrie Macias, Chris Riley
Members Absent: Carolyn Diaz, Lyn Joseph
Guests Present: None
3. **APPROVAL OF MINUTES:** The minutes of last meeting, 20 April 2016, were approved as written.
4. **FOLLOWUP ON PREVIOUS AGENDA TOPICS:**
 - **Final Plans for Leon Valley's Neighborhood Renewal Program-**The Old Mill subdivision has been target for clean-up on 21 May 2016 beginning at 7:30 a.m. Dave Dimaline, Assistant Director, Public Works, has managed the tasks targeted for completion prior to the 21st and will manage the volunteers and work to be accomplished on this day which includes painting a house on Blacksmith. The drainage ditch on Autumn Chase has already been cleared and the railing painted by the Boy Scouts. Several members of the Beautification Committee have and will be involved. At present, there is no rain date.
 - **Progress of Neighborhood Previews for Beautification Awards-**The group, Gardening Volunteers of South Texas, who were to do the judging, declined. Ms. Johnson was successful in obtaining the services of the Forest Oaks Garden Club and Master Gardeners. She provided eleven names who offered to be judges. Ms. Charles will contact them and match them with Committee members based upon availability. She will communicate the pairings and neighborhoods assigned to the Committee members. The goal is to completed the judging by 4 June 2016.
 - **Potted Plant Project-**Ms. Charles provided planter and plant information to the members by email. Planters were selected but there are only four in stock. As soon as four businesses are identified as wanting to accept them, Ms. Charles will accompany the Finance Director to purchase these and the plants. Members suggested businesses and Ms. Charles will follow-up on their suggestions.
 - **July 4th Event-**Ms. Ealy provided information about the 4th of July events. She asked that the Beautification Committee members be out in force. Ms. Carpio and Ms. Charles offered to carry a banner for the Committee as part of the parade. The parade participants will meet at the LDS Church located on Huebner next to the Department of Motor Vehicles at 9 a.m. Ms. Johnson and Ms. Jonas agreed to assist at the tent providing information about and accepting waste and recyables. They will serve between the hours of 12 noon and sunset.

- **Adopt a Monument**-Ms. Ealy contacted the American Legion to determine their interest in Adopting a Monument. They are interested but want to first consider the safety of their members who would be working at busy intersections. This matter will be discussed at future meetings. At present, the Community Service volunteers are assisting Public Works with projects and cleaning the monument areas has been one of them.

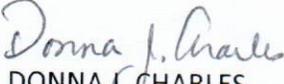
5. GENERAL DISCUSSION:

- The members inquired of the Mayor as to who would be the next staff representative to this committee since Mr. Perales has retired. She will discuss the issue with the City Manager and the person or persons considered and report at the next meeting.

6. MEMBERS' EMAILS:

Lupe Carpio	dcarpio65@att.net
Donna Charles	donna.charles@sbcglobal.net
Carolyn Diaz	CJD44@hotmail.com
Belinda Ealy	msg8111@msn.com
Jean Johnson	satiean1@earthlink.net
Shirley Jonas	shirleyjonas1961@yahoo.com
Lyn Joseph	lynjille@aol.com
Carolina Macias	macias.carrie@icloud.com
Chris Riley	mayorriley@leonvalleytexas.gov

7. ADJOURNMENT: The meeting adjourned at 6:00 p.m. The next meeting is scheduled for 15 June 2016 at 5:00 p.m. at the Leon Valley Fire Department.


 DONNA J. CHARLES
 Secretary

Leon Valley Public Library Board of Trustees

Minutes from April 12, 2016 Board Meeting

The meeting was called to order at 6:33 pm by Board President Katie Gwaltney. Also in attendance were Librarian Sandy Underwood, Board Vice President Jill Crane, Secretary Peggy Proffitt, Board members Barbara Owen, Heather Haskin, Teen Advisor Brigid Cooley and Friends of the Library President Carol Poss. A quorum was present.

The minutes from the March meeting were read. Jill made a motion to accept the minutes, with a second from Barbara. The minutes were approved.

Under citizens to be heard, Sandy said she had been told by several people that the volunteer appreciation event was great. People enjoyed the food, visiting with all those present and especially liked having books added to the collection in their honor.

Brigid Cooley reported on the Teen Advisory Group. They are working on a picture album to be presented to former Librarian Joyce Trent for the Childrens Wing Dedication. They have an "open mic" event scheduled for April 24, 2016 as well as a poetry "black out" event schedule for April 20, 2016.

Sandy spoke with the Leon Valley City Attorney about adding Brigid as a full member of the Board of Trustees. The attorney stated there would be no problem with this.

Barbara gave a report on the progress on the room dedication event. Monarch Trophy will provide the plaques for the event. The lettering for the Childrens wing and the Meeting Room has been ordered and will be in place for the dedication ceremony. The Leon Valley Café will provide snacks and beverages for the event.

The Strategic Plan was reviewed. After the correction of a misspelled word, a motion by Peggy and seconded by Carol was made to approve the Strategic Plan. The motion carried.

City Manager Kelly ^{Kuenstler} ~~Kruentler~~, Mayor Chris Riley and Councilman David Jordan complimented the library on the volunteer appreciation event.

Sandy gave her Director's Report. The budget has been completed and she is now waiting a review from the city. Also included in her report was the statistics. She will be attending a conference in Houston later this month. Sandy also reported the Library will be 40 (forty) years old next year. A party is being planned to celebrate this event.

Carol gave the Board her Friends of the Library report. The First Saturday sale netted \$90.00. The fall book sale is scheduled for October. She also reported that someone tried to set the barn at the Onion homestead on fire. Fortunately the Fire Department was able to save the structure.

Sandy reported that long-time volunteer Art Van Gruenigen had died. She encouraged all to attend the upcoming dedication event on May 7, 2016 at 2:30 pm. The next board meeting is scheduled for May 10, 2016.

There being no other items to be discussed, Heather moved to adjourn with Barbara seconding the motion. The motion carried and the meeting was adjourned at 7:35 pm.

Respectfully submitted,

Peggy Proffitt

Mary Gwaltney

Minutes

Library Board of Trustees Meeting of

May 10, 2016 at 5:30pm at the Library

The Meeting was called to order by Chairperson, Katie Gwaltney at 5:47 pm. Those present were Barbara Owens, Carol Poss, Jill Crane, Dr. Staph, Brigid Cooley, Heather Haskin, City Manager Kelly Kuenstler and Library Director Sandy Underwood. A quorum is present

There were no citizens to be heard.

A motion was made by Jill Crane and seconded, by Heather Haskin that the minutes for the April 2016 meeting were approved as corrected. Unanimous approval.

Brigid Cooley provided an update on the Teen Advisory Group. There was an open mic night, great event even though not huge attendance. Also a Black Out Poetry event, with three new attendees.

Room Dedication Update: Eevnt was a great success on May 7. Barbara is to be thanked for an excellent job on the plaques. Sherry Watson is to be commended for all her hard work and beautiful programs for the event. Carol Poss and the friends were thanked for their incredible contribution of the large letters naming the rooms and the phenomenal food they provided, which was catered by Leon Valley Café.

The LVPL Strategic Plan was presented and passed at the May 03, 2016 council meeting. Thanks to everyone for a year of hard work.

Policy Manual Update: The manual has been reviewed with the City Attorney and will be presented at the May 17, 2016 Council Meeting.

Library Directors Report: Summer Reading plans are well under way and registration sheets are at City Hall as well as the library. Our first month using the Overdrive Consortium for eBooks, our usage is 25 which is a record for eBook usage at our library. Great platform and great expectations for future use.

Carol Poss reported that the last Friends book sale brought in \$110.

Katie Gwaltney announced that Marnie Lawson, wife of our Assistant Fire Chief and Breast Cancer Survivor, has a donation bin for fabrics and items used to make pillows to present to cancer patients. Worthwhile cause.

The next board meeting is scheduled for June 14, 2016.

There being no further business or announcements, Barbara Owens moved to adjourn the meeting, Carol Poss seconded the motion, motion approved and the meeting adjourned at 6:32 pm.


Approved

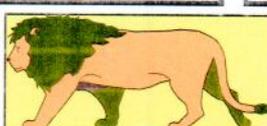
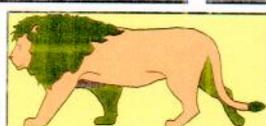
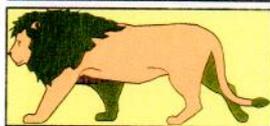
LEON VALLEY PUBLIC LIBRARY

STATISTICS

MAY 201



	MAY 2016	APRIL 2016	MAY 2015
Items Loaned	2109	2457	2256
Gate Entries	1582 [^]	1704*	3161
OneClickAudio Checkouts	0	0	0
OverDrive	42	25	0
Items Added	134	109	158
Value of Gift Items	\$663	\$184	\$1,160
Library Cards Issued	23	32	49
Volunteer Hours	159	140	315
Library Events Children	146 / 11 programs	225 / 11 programs	221 / 6 programs
Library Events Teens	0 / 0 programs	6 / 1 program	7 / 1 program
Library Events Adults	130 / 8 programs	62 / 8 programs	60 / 9 programs
Reference Questions	512	614	404
Internal Internet Sessions	625	626	312*
External Wi-Fi Accesses	2344	1971	2596
Kid's Computer Sessions	815	869	879
Facebook Reaches	5756	5895	3117**
Website Hits	737	627	583
Faxes	55	95	89
ILL Requests using TexPress	12	7	12
ILL Loans using TexPress	10	6	8
ILL Requests Mailed In	0	4	2
ILL Loans Mailed Out	11	8	7
Library Fines	\$65.30	\$105.00	\$35.00
Library Copy	\$269.00	\$381.59	\$193.20
Tax Equivalent	\$96.75	\$252.50	\$50.00
Gifts and Memorials	\$0.00	\$30.00	\$30.00



*Counter kept only partial count (technical difficulties)
[^]3163 total in&out but only covered a couple of weeks

**minus 2 days