



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING
Leon Valley City Hall**

6400 El Verde Road, Leon Valley, Texas 78238
Tuesday, February 16, 2016

AGENDA

1. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
2. **Citizens to Be Heard and Time for Objections to the Consent Agenda.** "Citizens to be heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council, for which the subject was not posted on the agenda of that meeting, the Council may receive the information but cannot act upon it during the meeting. Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the Council.

Note: City Council may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however City Council may present any factual response to items brought up by citizens. [Attorney General Opinion – JC 0169]
3. Legislative Update from Congressman Joaquin Castro.
4. Presentation and possible discussion of Fix up Day by Jordan Matney, Assistant City Manager City of Live Oak.
5. Presentation and possible discussion of 211 Texas by United Way.
6. Recognition of the 2016 Leon Valley Fire Department Tower Climb Championship Team.
7. Presentation and possible discussion honoring Public Works Robert Garcia's contributions and thirty (30) years of service to the City of Leon Valley.
8. Recognition of Municipal Court Clerk Emily Wright for achieving the Certified Court Clerk Level I.

CONSENT AGENDA

9. Approval of City Council Minutes. (**S. Passailaigue**)
 - a) January 19, 2016 Regular City Council Meeting

10. Ordinance No. 16-005 will repeal and replace Ordinance No. 2014-02-10-02, dealing with our contractor and subcontractor wage rates. The old ordinance is outdated and we need to have a new one in place before we bid the water well project. **M&C #2016-02-16-01 (M. Moritz).**

REGULAR AGENDA

11. Consider, discuss and possible action regarding flooding/drainage solution options for Huebner Creek; Monte Robles Park Subdivision; and overall drainage plan. **M&C # 2016-02-16-02 (M. Moritz)**
12. Consider, discuss and possible action to approve a request by the San Antonio Astronomical Society for a Variance to Article 1.09 Parks and Recreation, Section 1.09.008 Park Resource Usage, to Allow the Use of the Large Parking Lot at Raymond Rimkus Park on Wednesdays, from Dusk to 10:30 PM, For the Purpose of Stargazing. **M&C #2016-02-16-03 (M. Moritz).**
13. Consider, discuss and possible action to approve Resolution No. 16-007R by the City Council of the City of Leon Valley, Texas authorizing and approving publication of notice of intention to issue certificates of obligation; complying with the requirements contained in securities and exchange commission rule 15c2-12; and providing an effective date. **M&C #2016-02-16-04 (K. Kuenstler).**
14. Presentation, discussion and possible action on the July 4th budget. **M&C #2016-02-16-05 (D. Green).**
15. Presentation, discussion and possible action on a potential application and policy for an in kind grant. **M&C #2016-02-16-06 (D. Green).**
16. Presentation, discussion and possible action on the revised City Organization Chart. **M&C #2016-02-16-07 (C. Caldera).**
17. Presentation, discussion and possible action on funding options for fire engine replacement. **M&C #2016-02-16-08 (V. Wallace and L. Valdez).**
18. Consider, discuss and possible action to approve a related Acquisition Fund Agreement authorizing the City of Leon Valley to enter into a Lease Purchase Agreement with Frost Bank for the Purchase of a Fire Engine. **M&C #2016-02-16-09 (K. Kuenstler).**
19. City Manager's Report:
- a) Approved Minutes from Boards, Commissions and Committees
 - b) Future Agenda Items:
 - c) Upcoming Important Events:
 - General Election Application Filing Period, January 20, 2016 until 5:00 p.m. February 19, 2016
 - March 1st Joint Primary Election Early Voting at City Hall, February 16th – February 26th

- 27th Annual Earthwise Living Day Event, March 5, 2016 from 9:00 a.m. until 2:00 p.m. at the Leon Valley Community Center and Conference Center.
- Re-dedication of the Leon Valley City Hall and Police Station, April 2, 2016 at 10:00 a.m.
- Volunteer Appreciation Dinner, Wednesday, April 6, 2016 at 6:00 p.m.
- Annual Pet Parade, Saturday, April 30, 2016, 10:00 a.m. – noon.

20. Citizens to be heard.

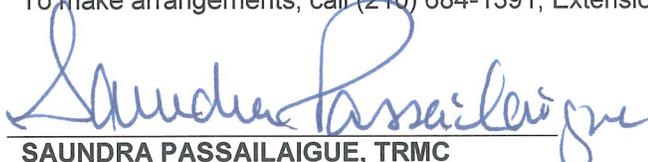
21. Announcements by the Mayor and Council Members. At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday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

22. Adjournment.

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

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

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted at the Leon Valley Public Library, 6425 Evers Road/6400 El Verde Road, Leon Valley, Texas, on February 12, 2016 at 10:45 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 interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.


SAUNDRA PASSAILAIGUE, TRMC
City Secretary





2-1-1 Services:

- **Free**
- **Confidential**
- **Available 24/7**
- **Multilingual**
- **Statewide**
- **Active in disasters**



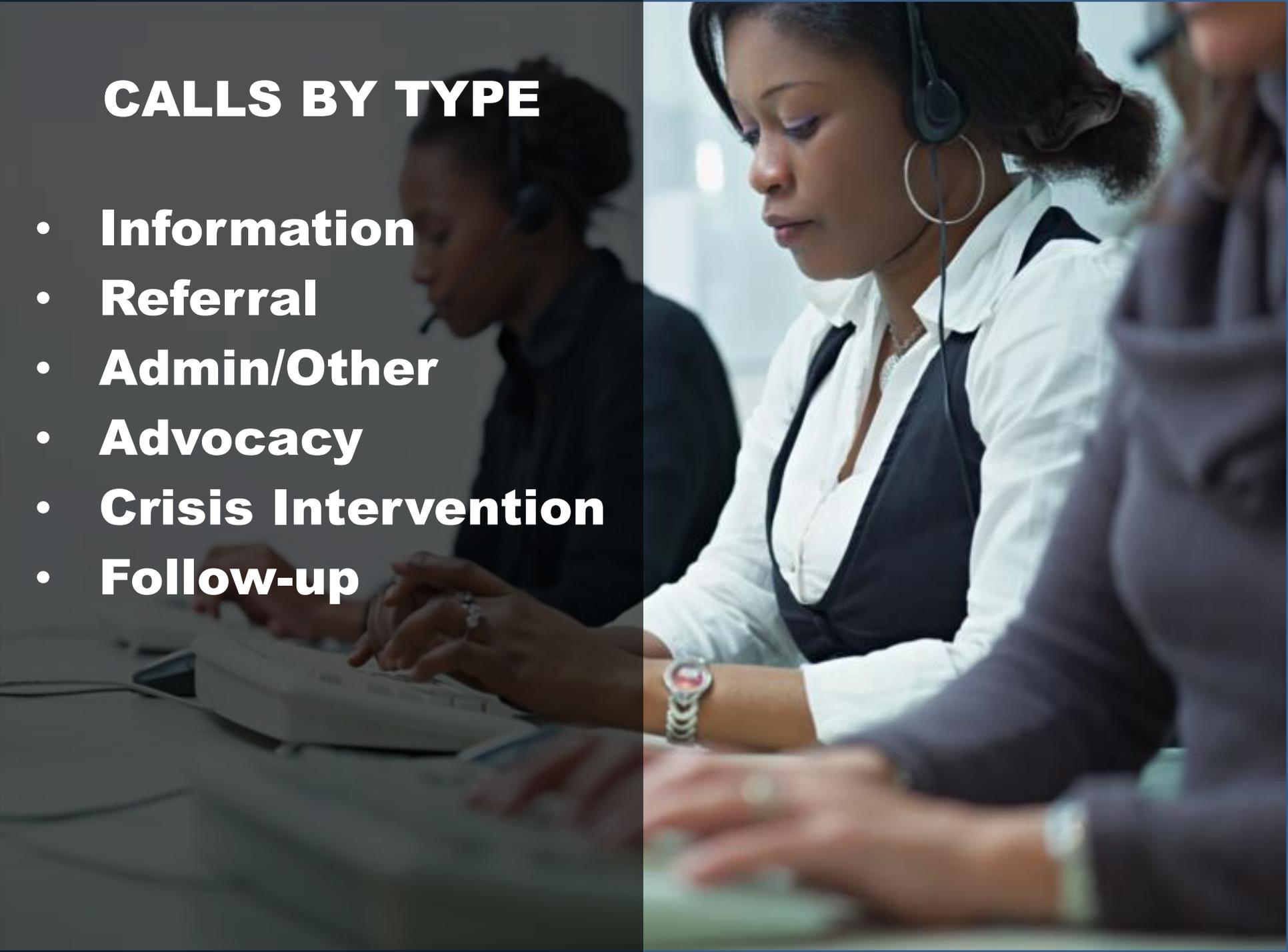
MOST COMMON REQUESTS:

- **BASIC NEEDS**
- **CRISIS SITUATIONS**
- **MILITARY RESOURCES**
- **DISASTER MITIGATION**
- **SEASONAL PROGRAM**



CALLS BY TYPE

- **Information**
- **Referral**
- **Admin/Other**
- **Advocacy**
- **Crisis Intervention**
- **Follow-up**



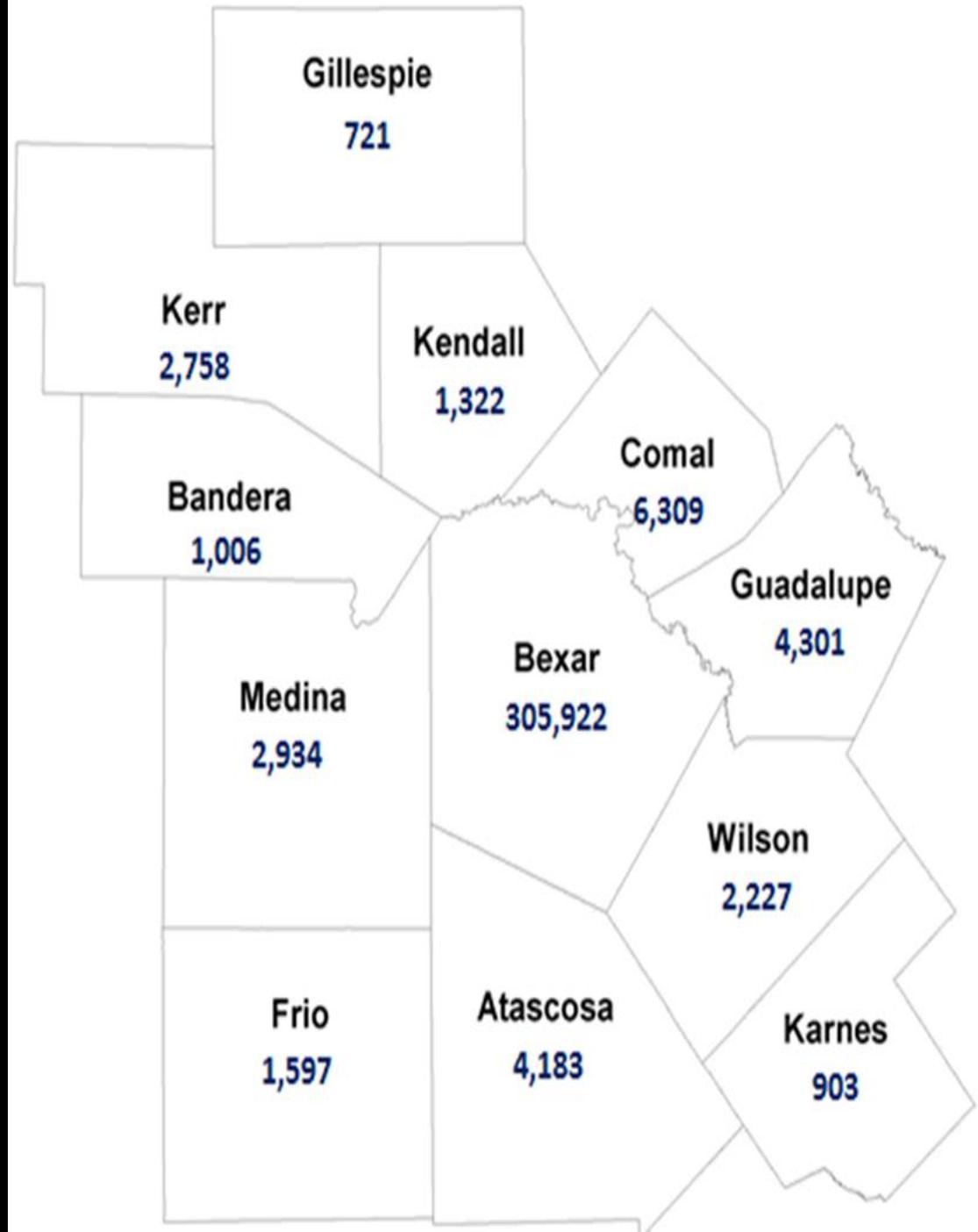


We've got Texas covered!

- **Locally serves 12 county region**
- **25 Call Centers statewide**
- **Shared referral database**

247,559

**Total Calls
Handled by
Alamo Region in 2015**





We help find local childcare resources

**We link people
in crisis to
response services**

- **Suicide**
- **Domestic Violence**
- **Sexual Assault**
- **Child Abuse**
- **Elder Abuse**
- **Neglect**



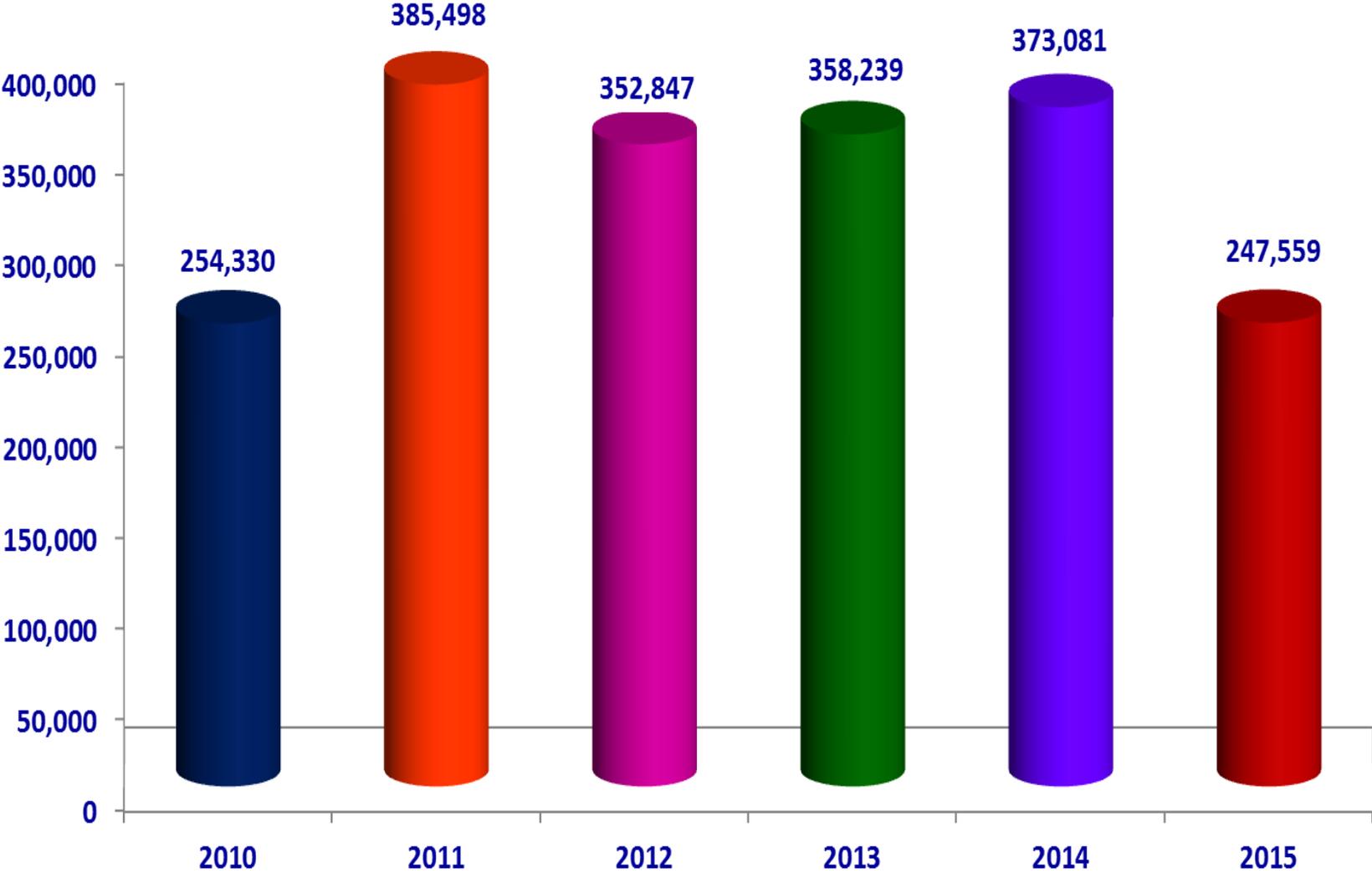
**We connect people to
seasonal resources
like Christmas
programs**



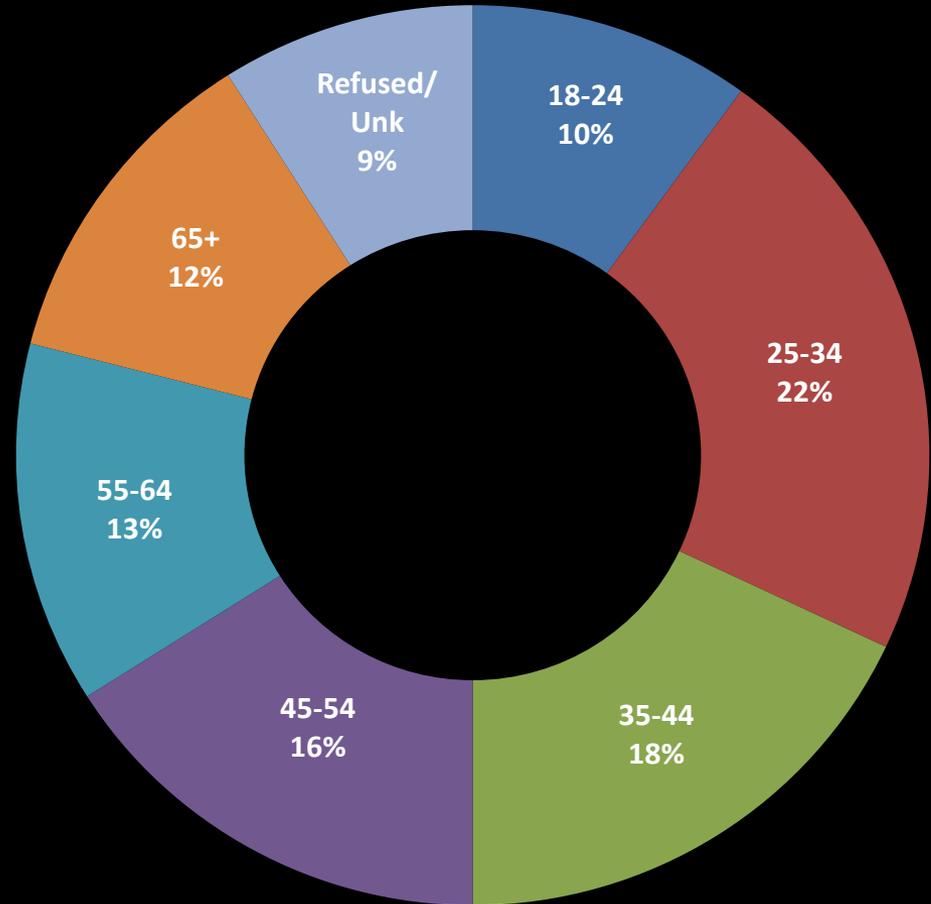
**We help military
members and
their families to
look for support.**



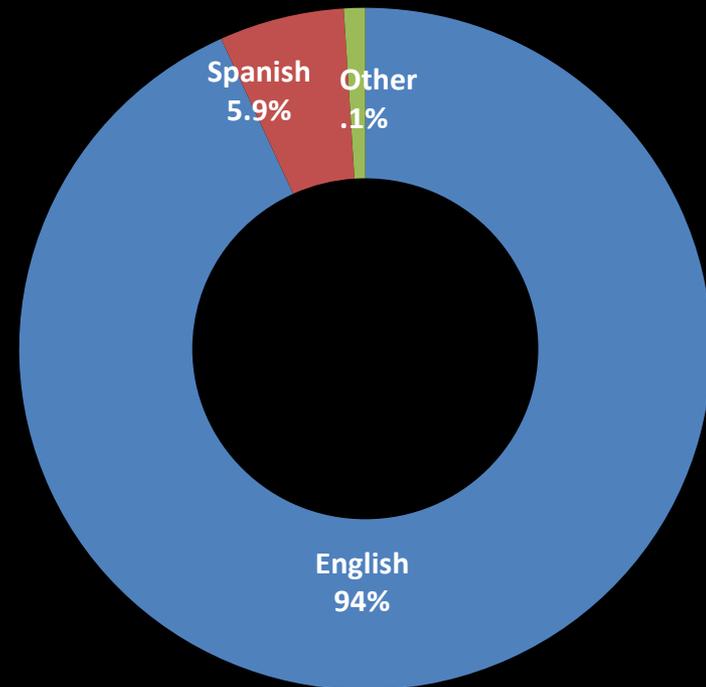
Total Number of People Served



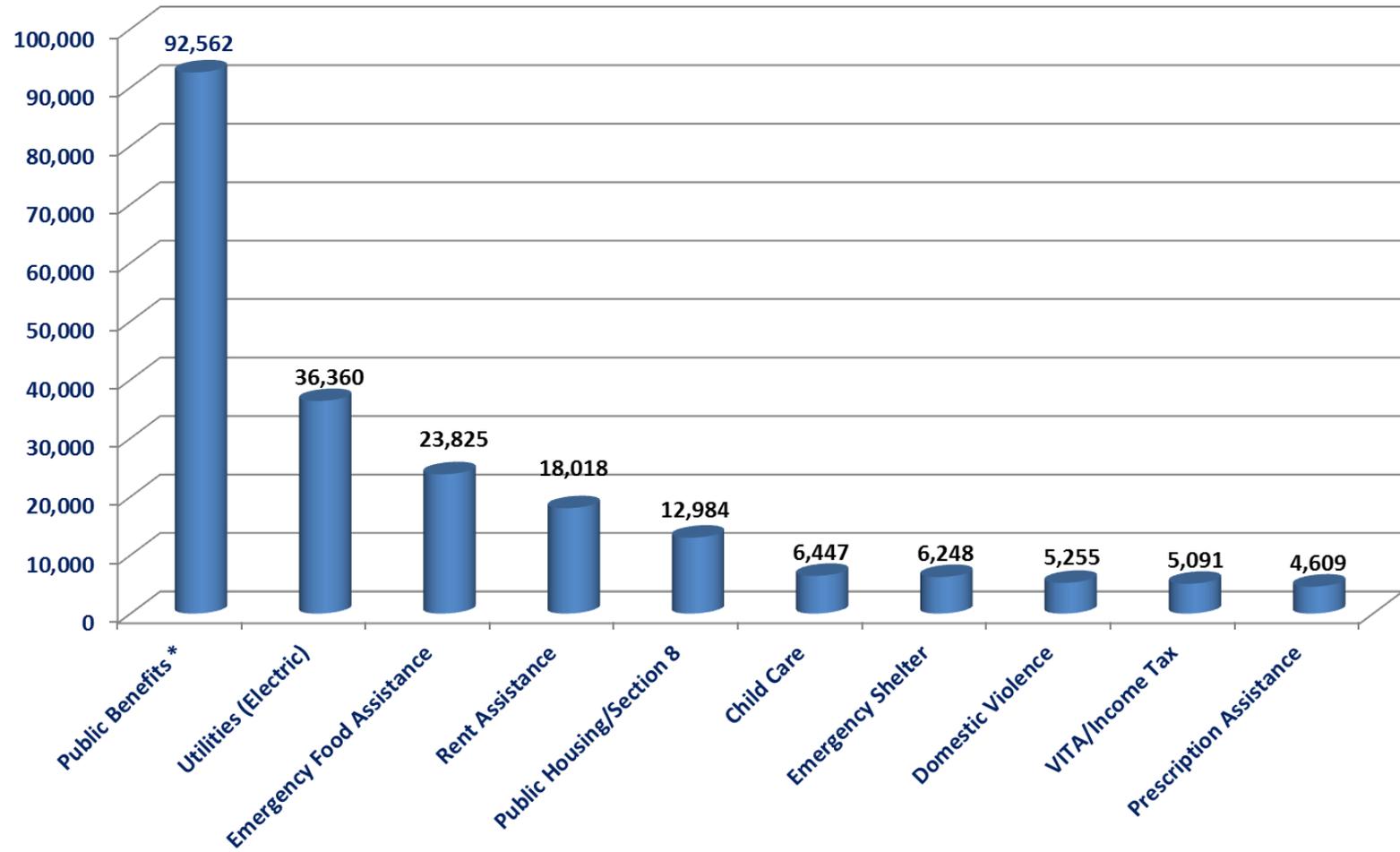
Call Statistics: Caller Age



Call Statistics: Caller Language

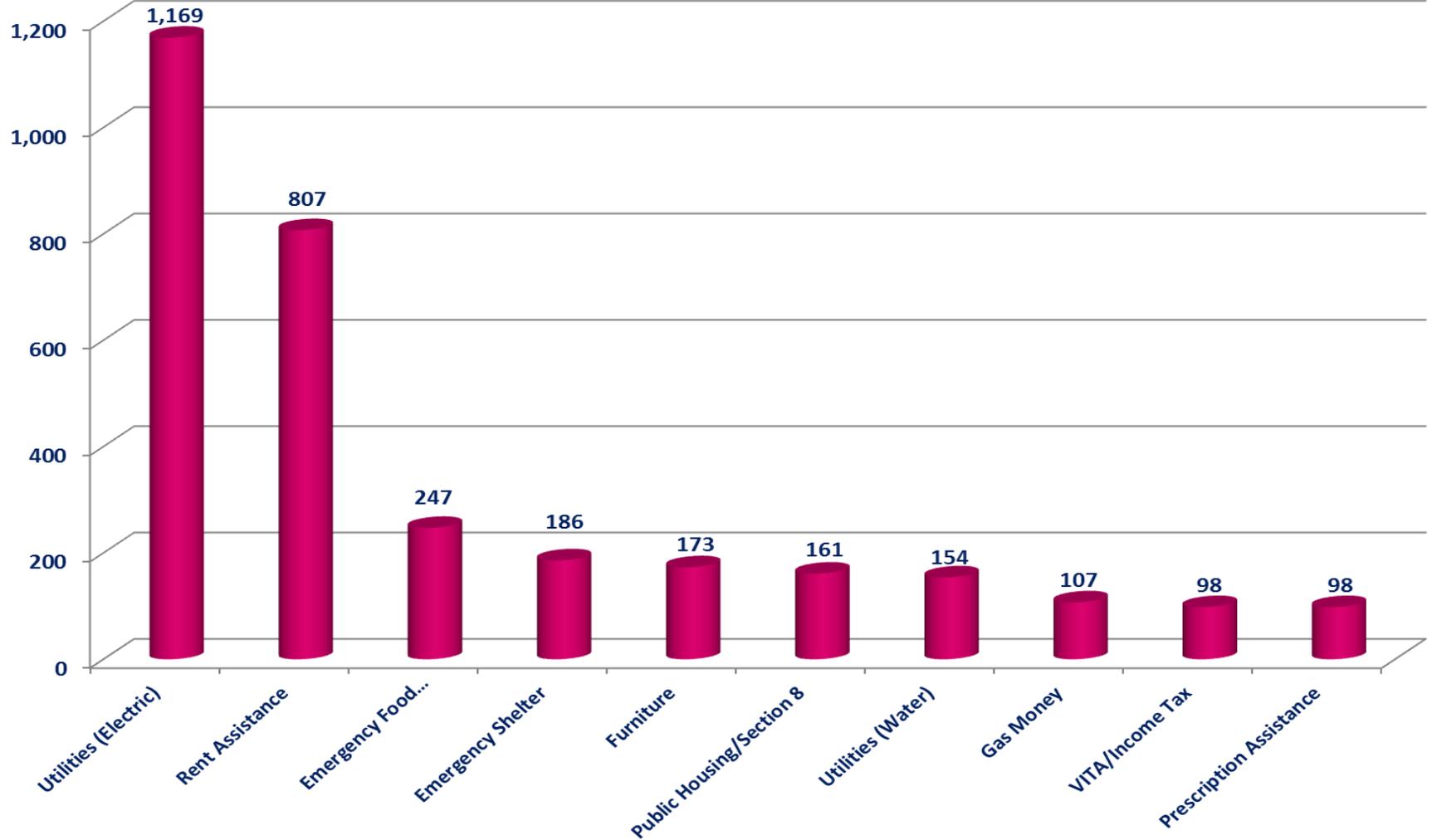


Top 10 Caller Needs



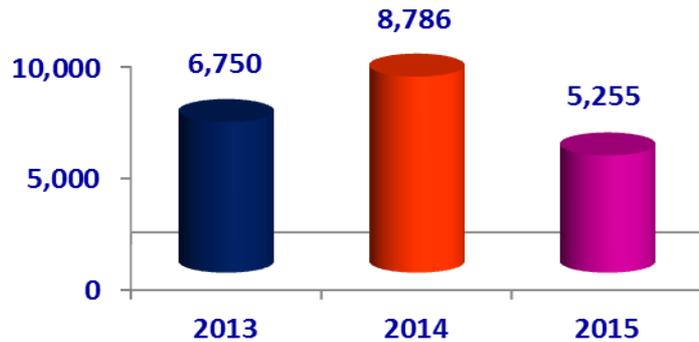
* Calls transferred to Health and Human Services Commission (HHSC) Eligibility program from recipients needing to report changes in their status, lost cards or have questions about their benefits such as Food Stamps/SNAP, Medicaid, Temporary Assistance to Needy Families/TANF, CHIP and Medicare Savings Programs.

Top 10 Caller Unmet Needs



Call Trends

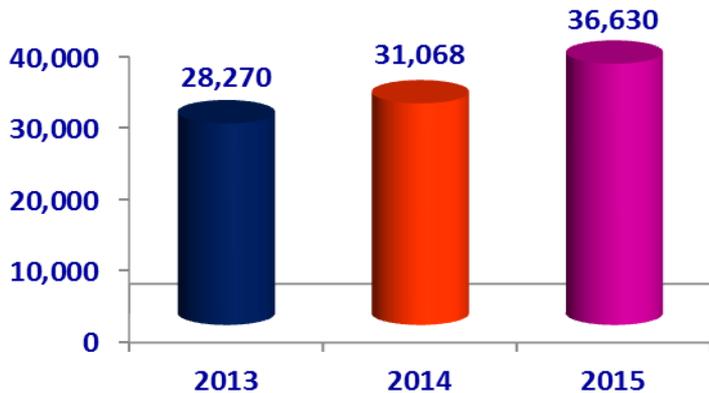
2-1-1 Domestic Violence Trends



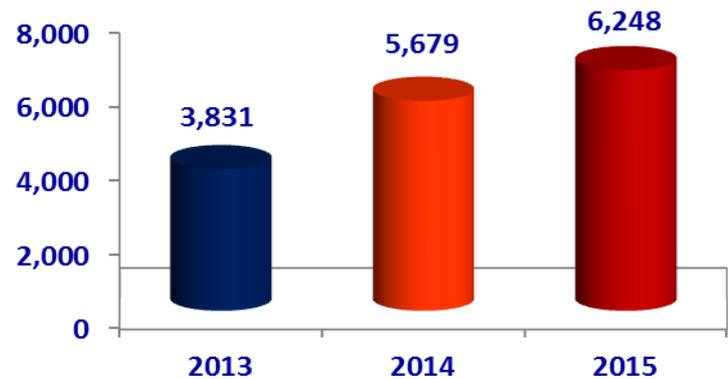
2-1-1 Emergency Food Assistance Trends



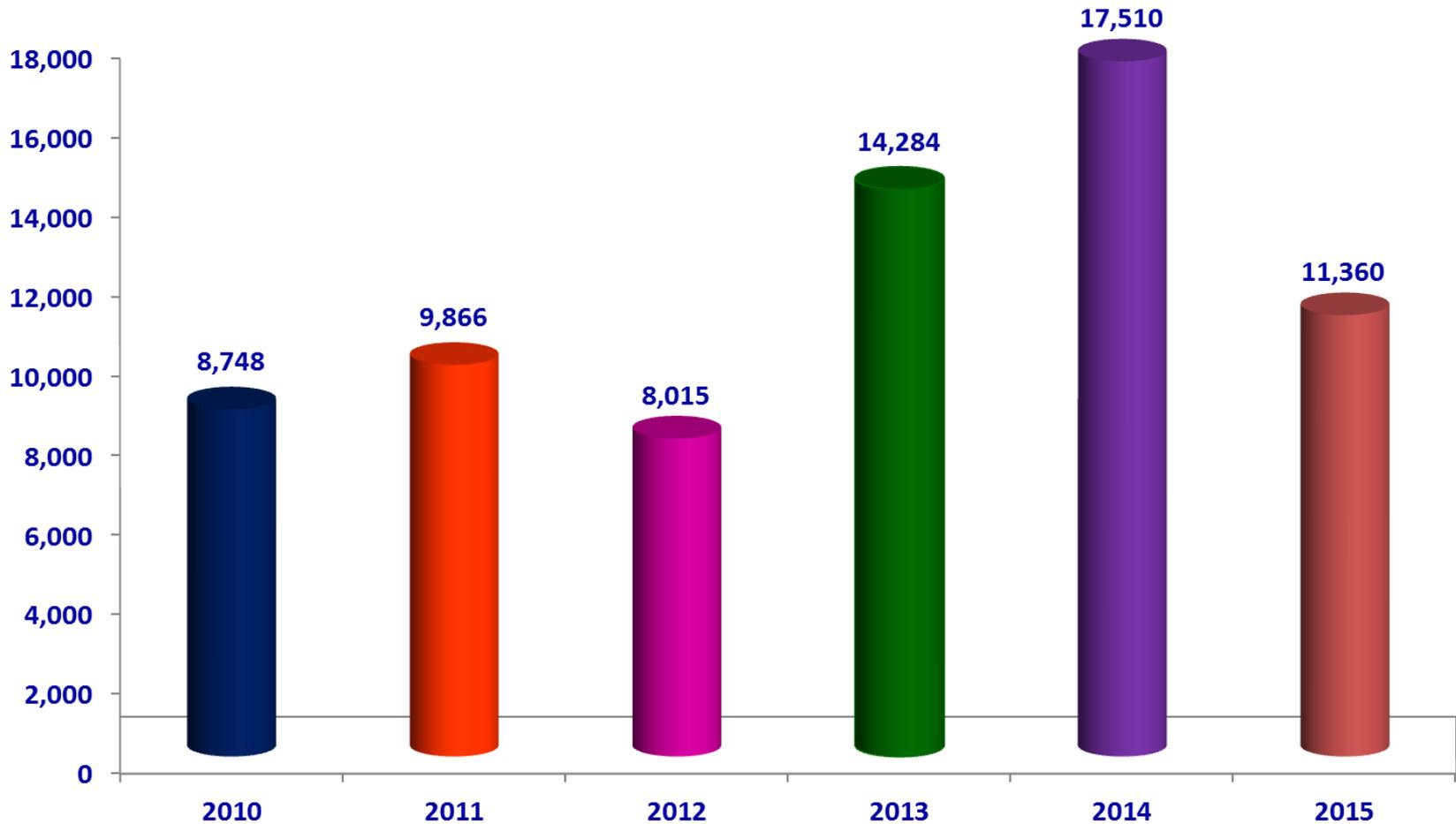
2-1-1 Utility Assistance Trends



2-1-1 Emergency Shelter Trends

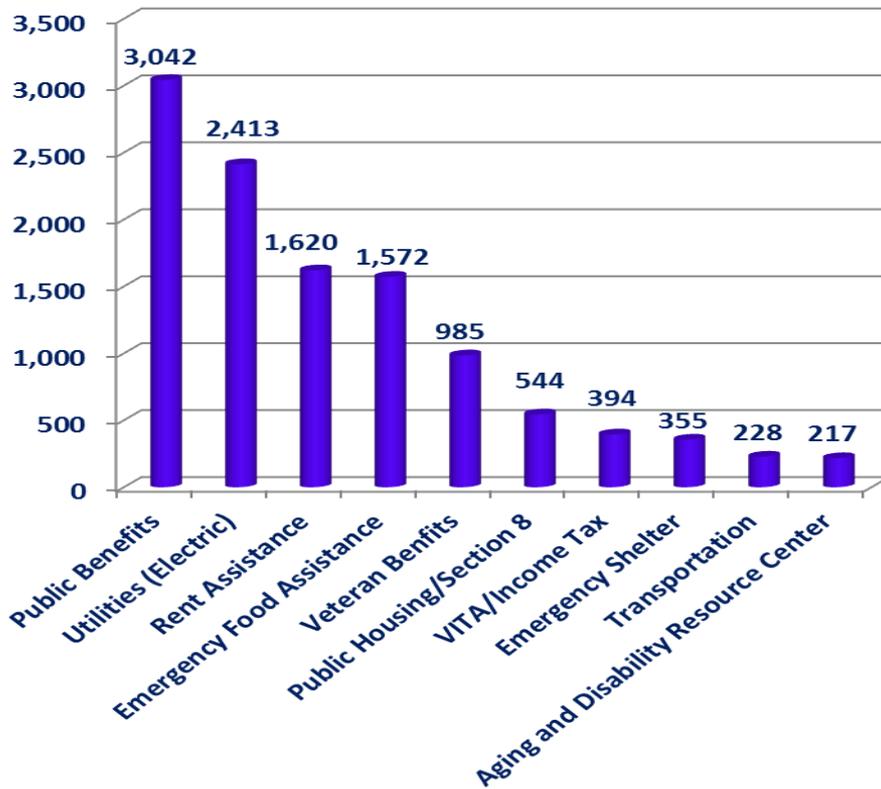


Military Call Volume Trends

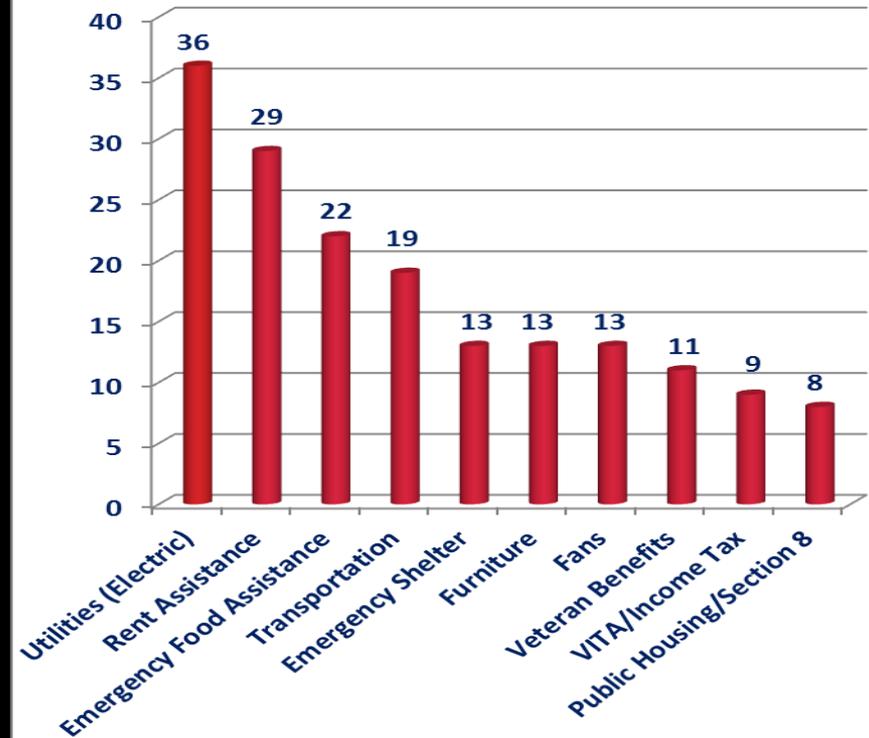


Top Military Needs

2015 Top 10 Military Needs



2015 Top 10 Military Unmet Needs



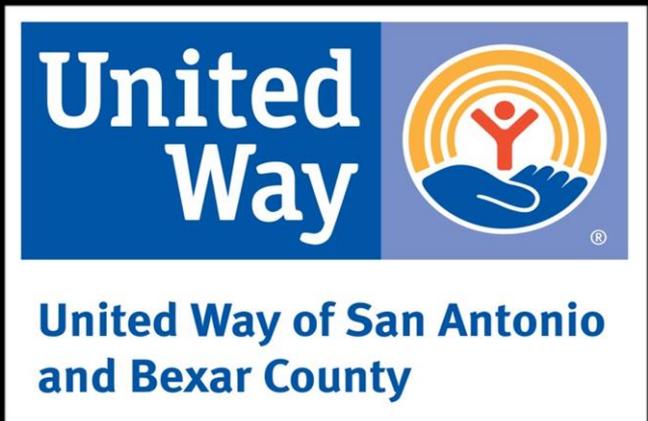
A close-up photograph of a person's hand dialing a number on a corded telephone keypad. The hand is positioned over the keypad, with fingers resting on the buttons. The background is slightly blurred, showing the handset of the phone. The overall image has a soft, muted color palette.

We Can Be Reached:

- **By dialing 2-1-1, Option 1**
- **By dialing 877-541-7905, Option 1**
- **Online at www.211texas.org**
- **Email unitedway@unitedwaysatx.org**



THANK YOU!





CERTIFICATE OF APPRECIATION

WHEREAS, in recognition of outstanding service, this Certificate of Appreciation is awarded to:

Robert Garcia

WHEREAS, in recognition of the excellent record you have compiled during your 33 years of service with the City of Leon Valley, it is a pleasure to present this certificate.

WHEREAS, Robert Garcia has completed thirty years of service with the Leon Valley Public Works Department serving the City of Leon Valley and its citizens first as a Maintenance Worker in October 1983;

WHEREAS, Robert Garcia has distinguished himself with advancements throughout his years of service first as a Maintenance Worker, Crew Leader, and in 1987 was named the first Maintenance Foreman; and

NOW, THEREFORE, by the authority vested in me as Mayor, and on behalf of our governing body and all citizens, I do hereby present this Certificate of Appreciation to you as a testimonial to the loyal and dedicated service which you have contributed with our best wishes for continued success and happiness in the future.

Signed by my hand on this the 16th day of February, 2016.

Chris Riley

Mayor Chris Riley



Municipal Court Clerk Certification Program

Be it known that

Emily M. Wright

Satisfactorily completed the prescribed
course of study as required by the
Municipal Court Clerk Certification
Certified Court Clerk Level I

This certificate duly signed has been issued
by the Boards of Directors of Texas Court
Clerks Association, Texas Municipal Courts
Association, and Texas Municipal Courts
Education Center in cooperation with
Texas State University-San Marcos

Issued on the 4th day of February, 2016.



Texas Court Clerks Association President



The rising STAR of Texas



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

Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, January 19, 2016

MINUTES

The City Council of the City of Leon Valley, Texas met on the 19th day of January, 2016 at the Leon Valley Conference Center located at 6421 Evers Road, Leon Valley, Texas for the purpose of the following business:

REGULAR CITY COUNCIL MEETING

Mayor Riley called the Regular City Council Meeting to order at 7:03 p.m. and asked returning Finance Director Vickie Wallace to lead the Pledge of Allegiance.

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

Also in attendance were:

City Manager Kelly Kuentler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Roxann Pais Cotroneo, Communication Director Darrick Green, Community Development Director Elizabeth Carol, Public Works Director Melinda Moritz, Fire Chief Luis Valdez, Police Chief Randall Wallace, and Finance Director Vickie Wallace.

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. There being no item pulled the Mayor proceeded to citizens to be heard.

- Carrie Macias, 6602 Huebner, told City Council that more attention is needed at 6607 Huebner to address the traffic, etc.
- Patti Manea, President, City of Leon Valley Economic Development Corporation (CoLVEDC), invited the members of City Council to attend the January 27th CoLVEDC meeting.

CONSENT AGENDA**Approval of City Council Minutes. (S. Passailaigue)**

- a) **October 20, 2015 Special and Regular City Council Meeting**
- b) **December 15, 2015 Regular City Council Meeting**
- c) **December 21, 2015 Special City Council Meeting**

Approval of Quarterly Investment Report for the quarter ended December 31, 2015. M&C #2016-01-19-02 (K. Kuenstler)**Approval of Final Draft Town Hall Meeting Agenda with the addition of the “City Manager’s Report”**

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez, to approve Consent Agenda Item #3 (October 20th, December 15th and December 21st, 2015 City Council Minutes), Item #4 (Quarterly Investment Report) and Item #5 (Town Hall Meeting Agenda) as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

REGULAR AGENDA**Discussion and possible action on Resolution No. 16-001R, a resolution of the City of Leon Valley, Texas to appoint Roxann Pais Cotroneo as the city attorney and city prosecutor for the City of Leon Valley, Texas effective immediately followed by the administration of the Oath of Office by Mayor Riley.**

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to adopt Resolution No. 16-001R as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Mayor Riley administered the Oath of Office to City Attorney, Roxann Pais Cotroneo.

Discussion and possible action regarding new laws effective on January 1, 2016 regulating a citizen’s right to carry a handgun and the City’s option to regulate handguns in city facilities. M&C #2016-01-19-03 (R. Cotroneo).

City Attorney Roxann Pais Cotroneo presented the item in an effort to discuss new laws effective on January 1, 2016 regulating a citizen’s right to carry a handgun and the City’s option to regulate handguns in city facilities. City Attorney Cotroneo informed the City Council that a city has very limited authority to prohibit a *license holder* from carrying in city facilities to which the general public has access. State law prohibits a license holder from carrying a handgun on the premises: 1) Of a polling place on the day of election or while voting is in progress; and 2) Any government court or offices utilized by the court, unless pursuant to written regulation or written authorization from the court; and in addition, a city has the option of posting a specific notice to prohibit a license holder from carrying in the room or rooms

where a meeting of the governmental entity is held and if the meeting is an open meeting subject to the Open Meetings Act.

City Attorney Cotroneo's recommendation is that City Council direct staff to prepare a resolution to designate offices essential to court operations; prohibit handguns during government open meetings; and post notice signs in accordance with state law and City Council actions. The only fiscal impact would be the cost of signs and installation.

Council Member Benny Martinez was opposed to this saying that the state already regulates it. All other members of City Council were in favor.

- Belinda Ealy, 7314 Canterfield, spoke in opposition to regulating open carry except in court.
- Jacob Middleton, Senator Menendez' office said they would assist with signage costs.

City Attorney Cotroneo said she would participate in an upcoming webinar on this topic as well as discuss it with other city attorneys, draft a resolution and come back to City Council to present and discuss further.

Discussion and possible action to consider approval of a budget adjustment, with related Ordinance No. 16-001, from the Communications Department to the Fire and Public Works Departments, to fund one part-time employee at the Fire Department and two new employees in the Public Works Department. M&C #2016-01-19-04 (M. Moritz)

Public Works Director Melinda Moritz presented this item to request an additional part-time Administrative Assistant position for the Fire Department and additional two full-time positions to the Public Works Department, with the related budget adjustment ordinance.

Fire Department - Currently, the Fire Station has one part-time receptionist that works from 8 am to 12 noon. The reception desk is left unstaffed in afternoons. If firefighters are out on a call, the phones are not answered and the public must leave a message for the Administrative Assistant, who returns the call the next business day. If the phones are being answered by firefighters, it interrupts their training and other tasks. The new stand-alone building needs a full-time receptionist. Two part-time positions will cover the full day and using part-time staff reduces the cost to the City, as the City would not have to pay any benefits to either person.

Public Works - In Public Works, the two new positions would be split between the Construction Crew (streets, sidewalks, curbs) and the Maintenance Crew (buildings, parks, grounds). The Public Works Department has not added any personnel since 1991. In addition, one employee was removed from Public Works and reassigned to the Library. The City has grown from a 1990 population of 9,581 to a 2010 population of 10,151. The City has also added additional duties for the Stormwater Program. The City owns more property, facilities, streets, and sidewalks since 1991 and will add more:

- Conference Center, Kinman House, Records Storage Facility, Fire Station, Library Children's Wing; and Huebner-Onion Natural Area, Shadow Mist, and Silo parks; LC-17 Phase III 36 acres to be deeded to City in 2017

- Streets/sidewalks in Pavona Place, The Ridge at Leon Valley, Shadow Mist, Brisa Estates, Linkwood Addition

The Construction Crew has 4 employees and the Maintenance crew has 8 persons, which is not sufficient to complete all tasks assigned, nor are they able to respond as promptly as we would like to citizen service requests. The Department currently contracts to have the Bandera Road right of way mowed and cleaned at a cost of \$28,000 per year. If one new Crewmember is added to Maintenance Crew, we could terminate the contract and perform the work in-house, using the savings to fund some of the new salaries. The Crew would be dedicated to mowing, trimming, and trash removal in right of ways and parks. We would add one new Crewmember to the Construction Crew to assist with street and sidewalk projects.

Public Works Director Moritz said staff is proposing to fund these positions in the current fiscal year from savings in the Communications Department due to the dissolution of the dispatch services. The Communications Department Personnel Services budget would be reduced \$43,230, and Fire Department Personnel budget would be increased by \$6,352 and the Public Works Department Personnel Department would be increased by \$36,878. Next year, we would split the Public Works new employee salaries with Water Department (Enterprise Fund). In Fiscal Year 2017, each department would need additional funds such as FICA, health insurance, salary, etc.

Staff recommends that City Council approve the request to add a part-time Administrative Assistant position for the Fire Department and to add two full-time positions to the Public Works Department, with related budget adjustment ordinance, using the savings from the Communications Department to pay the new salaries.

A motion was made by Council Member Benny Martinez and seconded by Council Member Carmen Sanchez, to adopt Ordinance No. 16-001 as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action to consider a date for the re-dedication of the Leon Valley City Hall and Police Station. M&C #2016-01-19-05 (M. Moritz)

Public Works Director Melinda Moritz presented the item to ask the City Council to finalize a date for the re-dedication of City Hall and the Police Station. The 2012 Municipal Bond Project is coming to completion and City staff will be moving back into City Hall the weekend of February 5, 2016. The Police Department has already moved in. In order to showcase the efforts of the City Council, the Bond Oversight Committee, City Staff, and the citizens, a re-dedication ceremony and Open House should be held. After speaking with the Construction Supervisor from Bartlett Cocke and the architect from LPA, Inc., any date after February 18th was deemed acceptable to all. By that date, all punch list items, and the testing and balancing of HVAC and other systems should be completed, and the building ready for an open house.

Public Works Director Moritz added that with the exception of some light refreshments, decorations, and invitations, there is no fiscal impact – the dedication plaque is included in the Bond project.

Staff has recommended the City Council approve a date after February 18, 2016, for the rededication of City Hall.

- Mike K. Davis, 6002 Forest Shadow, expressed his concern with waiting to hold the re-dedication off until April.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez, to hold a re-dedication of the Leon Valley City Hall and Police Station on Saturday, April 02, 2016 at 10:00 a.m. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Presentation and discussion on the savings from the Community Center Solar Panels. M&C #2016-01-19-06 (E. Carol)

Community Development Director Elizabeth Carol presented the item at the request of City Council. In 2007 The City adopted a Strategic Plan that focused on three initiatives: Social Equity, Economic Development and Environmental Sustainability. The Strategic Plan led to the development of our S.E.E. values. As part of the Environmental Sustainability component, the City was able to install solar panels on the Community Center with a Department of Energy Efficiency and Conservation Block Grant. The City did not contribute financially to this program.

The City compared the kilowatt consumption 3 years before and after the installation. There was an average savings of 31,135 kilowatt per year, which means our electrical consumption dropped by 33%. This has resulted in an annual average savings of \$2,365. Since the implementation there have been two rate increases by CPS Energy. In 2010, CPS Energy raised their rates by 7.5% and again in 2013 by 4.25%. CPS Energy has projected a future rate increase of 5.25% in 2016, and 4.25% in 2018.

City Manager Kelly Kuenstler announced that she would be meeting with Solar Host SA this Friday in response to a submission of an application to Solar Host SA to provide solar energy to the municipal building within the City of Leon Valley.

No action was taken.

Discussion and possible action on the Proposed Communication Policy. M&C #2016-01-19-07 (D. Green)

Communications Director Darrick Green presented this item saying this policy sets forth the process for communication consistency within the City of Leon Valley organizational structure in order for staff and City Council to effectively and efficiently communicate with one another and the public. In addition, this policy establishes the framework with which staff and City Council will collect and disseminate information in a timely and proactive manner so that all citizens as well as City of Leon Valley employees and City Council remain knowledgeable on all information pertaining to the City.

Communications Director Green said the strategic goals were to 1) Increase public awareness and understanding of the City, the services that we provide our community, and our future prospects for growth; 2) Promote a positive public image of the City and the work we do to the audiences that are important to the City, which includes existing and prospective residents, employees and vendors, as well as government officials; 3) To be open and responsive to information requests from the media because they are among the many ways our residents and business partners build individual perceptions of the City of Leon Valley; and 4) To prevent the improper use of social media platforms by employees that may negatively impact the City of Leon Valley's reputation or departmental operations.

Staff recommends that City Council adopt the proposed Communication Policy for (Internal, External and Social Media)

- Carol Poss, 7201 Huebner Road, expressed her concerns with the Echo not covering Leon Valley as she feels it should and suggested that the City get a new newspaper.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to approve the City of Leon Valley Communication Policy as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action authorizing the City Manager to remodel the Kinman House for use as a restaurant. M&C #2016-01-19-08 (K. Kuenstler)

City Manager Kelly Kuenstler presented this item seeking City Council authorization to remodel the Kinman House to accommodate a restaurant. The Kinman property was purchased in 1998 and the home was renovated in 2007 to house the Economic Development Department. The Economic Development Department moved out of the house in November of 2015. Since that time, it has been used for City Council coffees, temporary offices, and as an event dressing area. The bakery "El Sol" considered using the facility for their restaurant activities, but they were unable to secure financing. The building is currently vacant.

The Leon Valley Café is currently located next to City Hall on Bandera Road in a space that is rapidly becoming too small. They have expressed an interest in renting the Kinman House for use as a restaurant. Patrons would come from their existing customer base, catering for the renters of the Community and Conference Center, Park rentals, and the general public

The conversion of the home would be accomplished through the use of a few contractors and in-house Public Works labor. Outside services would be sought for foundation repair, the fire alarm system, electrical, gas relocation, and equipment purchase. In-house labor would be used for the construction and the installation of equipment. If the Leon Valley Café is not successful at this location and moves out, the building could be rented to another restaurant.

A portion of the work was already budgeted in Fiscal Year 2016, namely the fire alarm and roof repair at \$13,000. Other work to be performed includes minor interior reconfiguration, deck construction, and the purchase of commercial kitchen equipment such as a range/oven, ansul

venthood system, 3 compartment sink, walk-in cooler and freezer, fryer, griddle, heat lamp, planetary mixer, etc.

Funding for this project could be taken from the General Fund or CIED funds. Furthermore, a request could be made from the Leon Valley Economic Development Corporation for funds associated with this project. The work would take approximately 2½ months to complete. The cost for remodeling and equipment purchase would total \$72,100.

City Manager Kuenstler and staff recommend the City Council authorize the City Manager to pursue this project and approve the associated budget adjustments and/or request a portion of this project from the Leon Valley Economic Development Corporation.

City Manager Kuenstler will go to the City of Leon Valley Economic Development Corporation to present the idea.

- Mike K. Davis, 6002 Forest Shadow, said he was opposed to the City of Leon Valley “going into the restaurant business” and asked if anyone had looked at the books of the proposed restaurant.
- Lynn Joseph, Trotter Lane, responded to Mr. Davis saying that the restaurant was doing “well.”
- Irene Baldrige, 6368 Parsley Hill, spoke in favor of the idea.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez, to approve with the proviso that we first try to do it with the City of Leon Valley Economic Development Corporation (CoLVEDC).

A motion was made by Council Member Monica Alcocer and seconded by Council Member Carmen Sanchez, made a friendly amendment to the previous motion to approve with the proviso that we ~~first also try to do it with the~~ City of Leon Valley Economic Development Corporation (CoLVEDC) funding and to authorize the City Manager to expend up to \$20,000 immediately to repair the chimney and foundation at the Kinman House. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Mayor Riley announced that the next three items would be discussed at one time.

Discussion and possible action on Resolution No. 16-002R, supporting specific 2016 San Antonio Chamber of Commerce federal legislative efforts relating to aerospace. M&C #2016-01-19-09 (K. Kuenstler)

City Manager Kuenstler presented by saying that approval of this resolution is sought in an effort to support the federal legislative efforts of the San Antonio Chamber of Commerce in conjunction with the San Antonio Suburban Cities Coalition. Coalition members joined the San Antonio Chamber of Commerce in an effort to corroborate federal, state and local initiatives and to demonstrate a regional approach to problem solving in the area. The support of a Resolution regarding aerospace supports an increase in non-stop service from the San

Antonio International Airport to key cities and it supports long term reauthorization of the Federal Aviation Authority (FAA) including increased funding and flexibility for the Airport Improvement Program (AIP) and an increase in the cap of the Passenger Facility Charge.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to approve Resolution No. 16-002R, Resolution No. 16-003R and Resolution No. 16-004R as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action on Resolution No. 16-003R, supporting specific 2016 San Antonio Chamber of Commerce federal legislative efforts relating to transportation. M&C #2016-01-19-10 (K. Kuenstler)

City Manager Kuenstler presented by saying that approval of this resolution is sought in an effort to support the federal legislative efforts of the San Antonio Chamber of Commerce in conjunction with the San Antonio Suburban Cities Coalition. Coalition members joined the San Antonio Chamber of Commerce in an effort to corroborate federal, state and local initiatives and to demonstrate a regional approach to problem solving in the area. The passage of a Resolution regarding transportation supports the Corridors of National Significance Program for the Loan Star Rail District, VIA Metropolitan Transit projects, the Congestion Mitigation & Air Quality (CMAQ) Program, the Surface Transportation Program, the National Highway Performance Program (NHPP) and the Transportation Alternatives Program (TAP).

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to approve Resolution No. 16-002R, Resolution No. 16-003R and Resolution No. 16-004R as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action on Resolution No. 16-004R, supporting specific 2016 San Antonio Chamber of Commerce federal legislative efforts relating to water and environment. M&C #2016-01-19-11 (K. Kuenstler)

City Manager Kuenstler presented by saying that approval of this resolution approval is sought in an effort to support the federal legislative efforts of the San Antonio Chamber of Commerce in conjunction with the San Antonio Suburban Cities Coalition. Coalition members joined the San Antonio Chamber of Commerce in an effort to corroborate federal, state and local initiatives and to demonstrate a regional approach to problem solving in the area. The passage of a Resolution regarding water and the environment seeks to secure funding for FY 16 and FY 17 with the US Army Corp of Engineers for reimbursing Bexar County for advancing \$61.3 million of the federal share of the San Antonio Channel Improvement Project and to monitor legislative initiatives regarding the Environmental Protection Agency (EPA) and US Army Corps of Engineers implementation of the proposed rule entitled "Waters of the United States" under the Clean Water Act.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan, to approve Resolution No. 16-002R, Resolution No. 16-003R and Resolution No. 16-004R as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion and possible action regarding the Contribution and Content Policy for the Lion's Roar. M&C #2016-01-19-12 (K. Kuenstler)

City Manager Kuenstler presented this item to update the Newsletter Content Policy dated March 1, 2011 and amendment dated January 12, 2015 and to discuss the removal of number 8 on the content policy. The updated policy makes inconsequential changes as follows: Changes Neighborhood News to Publisher, publisher content policy removed (our current publisher does not have a content policy), and submittal to IT Specialist instead of the Community Development Department.

Number eight on the content policy reads as follows: "Newsletter article contributions by any elected official may not be submitted within 120-days prior to the election". Some inquiries have been made to 1) remove the item all together 2) amend the number to allow only those that are running for office or reelection 3) Reducing the number to 90 days instead of 120 days. The law continuously prohibits the use of public funds and internal mail system for the purpose of political advertising, unless the communication factually describes the purposes of a measure and if the communication does not advocate passage or defeat of a measure (*Election Code Title 15 Chapter 255*).

City Manager Kuenstler's recommendation is to update the content policy with the Inconsequential changes and to delete number 8 from the content policy.

A motion was made by Council Member Benny Martinez and seconded by Council Member Monica Alcocer, to approve the update as recommended by City Manager Kuenstler. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

Discussion to form a Home Rule Charter Commission and begin the process to move Leon Valley from General Law to a Home Rule city. M&C #2016-01-19-13 (Council Members Benny Martinez and Carmen Sanchez)

Council Member Carmen Sanchez and Council Member Benny Martinez spoke in favor of creating a Home Rule Charter Commission to begin the process of taking the City of Leon Valley from a Home Rule city to a Home Rule Charter city. Council Member Sanchez said that the City started a great thing by starting the commission. The vote was so close that the City should revisit and with more citizen input without all the political negativity. Council Member Martinez said he had been in support of Leon Valley becoming a Home Rule city since day 1. "It's time Leon Valley grows up and becomes a Home Rule city."

Council Member Monica Alcocer and Council Member David Jordan spoke in in opposition of creating a Home Rule Charter Commission to begin the process of taking the City of Leon Valley from a Home Rule city to a Home Rule Charter city at this time. Council Member

Alcocer said she wasn't sure Leon Valley needed to be a Home Rule city or not but that she feels the timing is wrong. Council Member Jordan said he felt there were still some challenges on the validity of a Home Rule city and whether or not they can be overruled by the state legislature at their own whim. Council Member Jordan said he was not in favor at this time but maybe after some time has passed and there is more case law on what can be done.

Mayor Riley said she had spoken to the city attorney who felt there was a period a city must wait before holding another election for a Home Rule Charter. City Attorney Cotroneo said there is a mandate that when a measure fails you do have to wait a year before placing it back on the ballot. The deadlines for the May 2016 elections have already passed so it would not be technically feasible to get this on the May ballot.

Council Members Sanchez and Martinez both said that the idea was not to place it on the May 2016 ballot but to form a committee to possibly draft a new Charter to be placed on the May 2017 ballot. This would give the citizens time to give their input which they did not do last time.

ACM/HR Director Crystal Caldera will let the Council know what the total expenditure was in 2015 when this was done.

- Lynn Joseph, Trotter Lane, asked if any other cities had problems with legislative changes and enforcement as Home Rule cities.
 - City Attorney Cotroneo responded to Ms. Joseph saying that this is something she would like to prepare a presentation to educate the community on the basics as the city attorney.
- Pedro Esquivel, 7207 Forest Meadow, said he didn't think it was too early to start looking at this again and thinks this forming a new committee is a great idea.

Council Member Alcocer said that the timing is just wrong and when it is done it should be done gradually and with purpose. The City just needs time to breathe and move on. Right now we are doing what is necessary for the City.

~~There was a consensus among Council Members to place on the next agenda with possible action.~~

City Attorney Cotroneo said the item could be on the next agenda per the Council Member request language. Council Member Sanchez said, "Yes, thank you".

Discussion and possible action on Ordinance No. 16-002, an ordinance approving amendments to the General Fund of the City Of Leon Valley, Texas Municipal Budget for Fiscal Year of 2015-2016. M&C #2016-01-19-14 (C. Caldera)

ACM/HR Director Crystal Caldera was present to answer questions.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Jordan, to adopt Ordinance No. 16-002 as presented. Upon a vote of four (4) for and zero (0) against, with Council Member Edwards being excused, Mayor Riley announced the motion carried.

City Manager's Report:

- a) **Approved Minutes from Boards, Commissions and Committees**
- b) **Future Agenda Items:**
 - **Call of the May 2016 General Election , February 2, 2016**
- c) **Upcoming Important Events:**
 - **Town Hall Meeting, Conference Center, January 23, 2016 from 8:30 a.m. until 12:30 p.m.**
 - **General Election Application Filing Period, January 20, 2016 until 5:00 p.m. February 19, 2016**
 - **Volunteer Appreciation Dinner, Wednesday, April 6, 2016 at 6:00 p.m.**
 - **Annual Pet Parade, Saturday, April 30, 2016, 10:00 a.m. – noon.**

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

Citizens to be heard.

- Mike K. Davis, 6002 Forest Shadow, spoke on Item #8 of this agenda asking why the current part time Fire Department employee had not been offered a full time position instead of creating a position for another part time employee.
 - Mayor Riley responded that the current employee does not wish to work full time.
- Jacob Middleton, invited everyone to the 2nd Community Gathering hosted by Senator Menendez' on January 30th from 9:00 a.m. to 11:00 a.m. at 8650 Fredericksburg Road.
- Vickie Jamvold, 7203 Poss Road, asked that the City be proactive and said she feels "slighted".
- Belinda Ealy, 7314 Canterfield, said that ~~the savings~~ the City would have seen a bigger savings from the solar panels on the Community Center if the panels were cleaned. Ms. Ealy also reminded everyone of the Earthwise Living Event on March 5th.

Announcements by the Mayor and Council Members.

Council Member Carmen Sanchez wished everyone a happy new year.

Council Member Monica Alcocer thanked everyone for coming and for their comments.

Council Member Benny Martinez announced that the next Leon Valley Area Chamber of Commerce monthly meeting would be held next Thursday at 11:30 a.m. at Native Wings.

Council Member David Jordan invited everyone to come out to the Annual Town Hall meeting Saturday, January 23rd.

Mayor Riley thanked Council Member Sanchez for filling in for her in her absence and to Council Member Benny Martinez for filling in for her at the Suburban Mayors Meeting. Mayor Riley then listed the items that will be discussed at the Annual Town Hall meeting.

Adjournment.

Mayor Riley announced the meeting adjourned at 10:12 p.m.

These minutes approved by the Leon Valley City Council on the 2nd of January, 2016.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

DRAFT

MAYOR AND COUNCIL COMMUNICATION**MC #2016-02-16-01**

DATE: February 16, 2016
TO: Mayor and City Council
THROUGH: Kelly Kuenstler, City Manager
FROM: Melinda Moritz, Director of Public Works

SUBJECT: Consider Approval of an Ordinance Repealing and Replacing Ordinance #2014- 02-10-02 with a new Ordinance Adopting the United States Department of Labor's Davis-Bacon Act (40 U.S.C. Section 276a et seq.) Prevailing Wage Rate for Public Works Construction Projects.

PURPOSE

To consider approving an ordinance that will repeal and replace Ordinance No. 2014-02-10-02, which will replace outdated ordinance regarding prevailing local wage rates required for all Public Works projects.

Title 10 General Government, Subtitle F. State and Local Contracts and Fund Management, Chapter 2258 Prevailing Wage Rates, requires that a person working on a Public Works project be paid a prevailing wage. Section 2258.022 Determination of Prevailing Wage Rate, states that wage rates must be determined by either the use of a survey of local wages by the public body, which must be performed within the past three years, or by the use of the United States Department of Labor's Davis-Bacon Act wage rates for the locality.

In 2014, City Council updated the prevailing wage ordinance to adopt the Northside Independent School District's (NISD) local wage scale. That scale has since expired and NISD has not performed an updated wage rate survey.

The City will be undertaking several projects this year and next and will need to have this ordinance in place in order to meet the requirements of the law.

FISCAL IMPACT

The approval of this update may increase the cost of Public Works projects, by mandating that contractors and subcontractors of the City provide proof of the payment of wages to their employees according to the Davis-Bacon wage rate.

RECOMMENDATION

Approve repealing and replacing Ordinance 2014-02-10-02 with a new Ordinance to

adopt the use of the United States Department of Labor's Davis-Bacon Act (40 U.S.C. Section 276a et seq.) for public works projects.

S.E.E. IMPACT STATEMENT

Social Equity – Provides fair wages for all persons employed in construction of public works.

Economic Development – Person working on Leon Valley projects will typically shop locally, paying into our in sales tax.

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE REPEALING AND REPLACING ORDINANCE NUMBER 2014-02-10-02 PROVIDING FOR A MINIMUM PREVAILING WAGE BY ADOPTING PREVAILING WAGE RATES FOR PUBLIC WORKS CONSTRUCTION AS DETERMINED BY THE U.S. DEPARTMENT OF LABOR, AND OTHER MATTERS IN CONNECTION THEREWITH.

WHEREAS, the City of Leon Valley (the "City") is required by Chapter 2258 of the Texas Government Code to determine the prevailing rate of per diem, and a prevailing rate for legal holiday and overtime work, in the locality for each craft and type of worker needed to perform a contract for public works construction; and

WHEREAS, Chapter 2258 allow municipalities to use prevailing wage rates as determined by the U.S. Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a, et seq.), and its subsequent amendments, in lieu of conducting wage rate surveys and compiling wage rate schedules;

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

Section 1. The City Council hereby elects to use the prevailing wage rates as determined by the U.S. Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C Section 276a, et seq.), and its subsequent amendments, in lieu of conducting wage rate surveys and compiling wage rate schedules.

Section 2. If and when the U.S. Department of Labor's wages rate schedule may be revised, updated, or amended, such revisions, updates and amendments shall automatically apply for the construction of public works in the City, but shall not be applied or enforced retroactively to any public works project for which a formal agreement has been executed prior to the revision, update or amendment.

Section 3. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 4. All Ordinances or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance is hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section 5. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 6. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Ordinance would have been enacted without such invalid provision.

Section 7. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, Texas Government Code, as amended.

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

That Ordinance Number 2014-02-10-02 is hereby amended by Ordinance No. 16-005 repealing the replacing the existing ordinance and exhibits.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 16th day of February, 2016.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

ROXANN PAIS COTRONEO
City Attorney

Repealing and Replacing Ordinance 2016-02-10-02 Prevailing Wages

City Council Meeting
February 16, 2016

Purpose

- To consider approving an ordinance that will repeal and replace Ordinance No. 2014-02-10-02 , which will update prevailing local wage rates required for all Public Works projects

Purpose

- Title 10 General Government, Subtitle F. State and Local Contracts and Fund Management, Chapter 2258 Prevailing Wage Rates, requires that a person working on a Public Works project be paid a prevailing wage
- Section 2258.022 Determination of Prevailing Wage Rate, states that wage rates must be determined by either the use of a survey of local wages by the public body, which must be performed within the past three years, or by the use of the United States Department of Labor's Davis-Bacon Act wage rates for the locality

Purpose

- In 2014, City Council updated the prevailing wage ordinance to adopt the Northside Independent School District's (NISD) local wage scale
- Scale has since expired and NISD has not performed an updated wage rate survey
- City will be undertaking several public works construction projects in next three years & is required by law to meet the requirements

Fiscal Impact

- The approval of this update may increase the cost of Public Works projects
- Contractors/subcontractors of City required to provide proof of payment of wages to their employees in accordance with Davis-Bacon wage rate

Recommendation

- Approve repealing and replacing Ordinance 2014-02-10-02 with a new Ordinance to adopt the use of the United States Department of Labor's Davis-Bacon Act (40 U.S.C. Section 276a et seq.) for public works projects

S.E.E. Statement

- Social Equity – Provides fair wages for all persons employed in construction of public works.
- Economic Development – Person working on Leon Valley projects will typically shop locally, paying into our in sales tax.
- Environmental Stewardship – N/A

Repealing and Replacing Ordinance 2016-02-10-02 Prevailing Wages

City Council Meeting
February 16, 2016

MAYOR AND COUNCIL COMMUNICATION**M&C #2016-02-16-02**

DATE: February 16, 2016

TO: Mayor and City Council

THROUGH: Kelly Kuenstler, City Manager

FROM: Melinda Moritz, Director of Public Works

SUBJECT: Flood Remediation Workshop – Consider Alternatives for Flood and Drainage Remediation at Huebner Creek and at Monte Robles Park

PURPOSE

This M & C is to present options and provide opportunity for discussion for alleviating the flooding of Huebner Creek and to present a solution for the flooding and drainage concerns in the Monte Robles Park neighborhood.

During the neighborhood discussions for the City's Master Plan revisions in past years, citizens stated their desire to alleviate flooding in the Grass Valley and Monte Robles Park neighborhoods. The City Council budgeted \$200,000 in FY 2016 to perform studies of the flooding and drainage in these areas.

Huebner Creek

Huebner Creek runs parallel to Poss Road and frequently floods, affecting both the Canterfield and Grass Valley neighborhoods, with the most severe being Grass Valley. The flooding is occurring with greater frequency and higher levels, due to development upstream and channels that become smaller as the creek reaches Leon Valley. To contain the creek inside its banks, the channel needs to be widened or another solution found. City Council has asked that we provide several options for consideration, which are attached. Other options may be found after a more detailed study is performed.

Option 1 widens the existing creek alignment from Evers to Bandera Road, from 30 ft. to 100 ft. in width. The consequences of choosing this option include:

- Takes out large pavilion
- Takes out most of the athletic fields
- Takes out portion of large parking lot
- Takes out portion of properties on way to Natural Area Park
- Installs new parking area

Option 2 also widens the existing creek alignment from Evers to Bandera Road, from 30 ft. to 100 ft. in width, with the following consequences:

- Takes out portion of Poss Road
- Takes out large pavilion

- Takes out portion of athletic field
- Takes out portion of large parking lot
- Takes out portion of properties on way to Natural Area Park
- Installs new parking areas and new bridge

Option 3 leaves the existing creek width, but provides an alternative drainage channel on the south side of Raymond Rimkus Park, with the following consequences:

- Will have to move existing playground
- Will have to move tennis and basketball courts
- Takes out several picnic areas
- Takes out “quiet area” walking path
- Takes out portion of large parking lot
- Installs new parking areas and 2 new bridges
- Installs new picnic areas

Monte Robles Park

Monte Robles Park Subdivision was platted in 1947. The streets are not curbed and the existing roadside drainage swales have filled in over the years. Minor additional runoff has occurred from the expansion of John Marshall High School and from new development in the subdivision. An engineering company was hired, drainage areas were calculated, and a feasibility study has been prepared.

In this plan, the water is to be directed from the neighborhood, down Huebner Road, to an existing drainage structure, and then finally to the newly constructed detention pond near the Steurenthaler - Silo Park and Huebner well site. The detention pond would slowly drain the water into Huebner Creek. The detention pond has enough capacity to handle the flows.

FISCAL IMPACT

Huebner Creek

The costs for all three options must still be determined; however, there are grant opportunities through the Corp of Engineers and other sources. The City would pay a portion of the costs, but this could include in-kind services, such as real estate and right-of-way acquisition. A detailed cost estimate must be calculated, once a final option is selected.

Monte Robles Park

The firm of Kimley-Horn was hired at a cost of \$24,700 to perform the feasibility study. Estimates of options that cost between \$815,000 and \$1,500,000 have been prepared. The project is not currently funded, but could be considered in the FY 2017 budget from the Stormwater Fund.

RECOMMENDATION

It is recommended the City Council authorize the City Manager to pursue an engineering study of Huebner Creek with the Corp of Engineers, and then report findings to City Council; and to fund the drainage remediation of Monte Robles Park in FY 2017.

S.E.E. IMPACT STATEMENT

Social Equity – Protects citizens in older, substandard subdivisions from the threat of flooding.

Economic Development – Removing the threat of flooding increases property values.

Environmental Stewardship – Improving drainage channels and directing floodwaters protects the environment from pollutants found in floodwaters, which improves water quality and protects wildlife and native vegetation.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

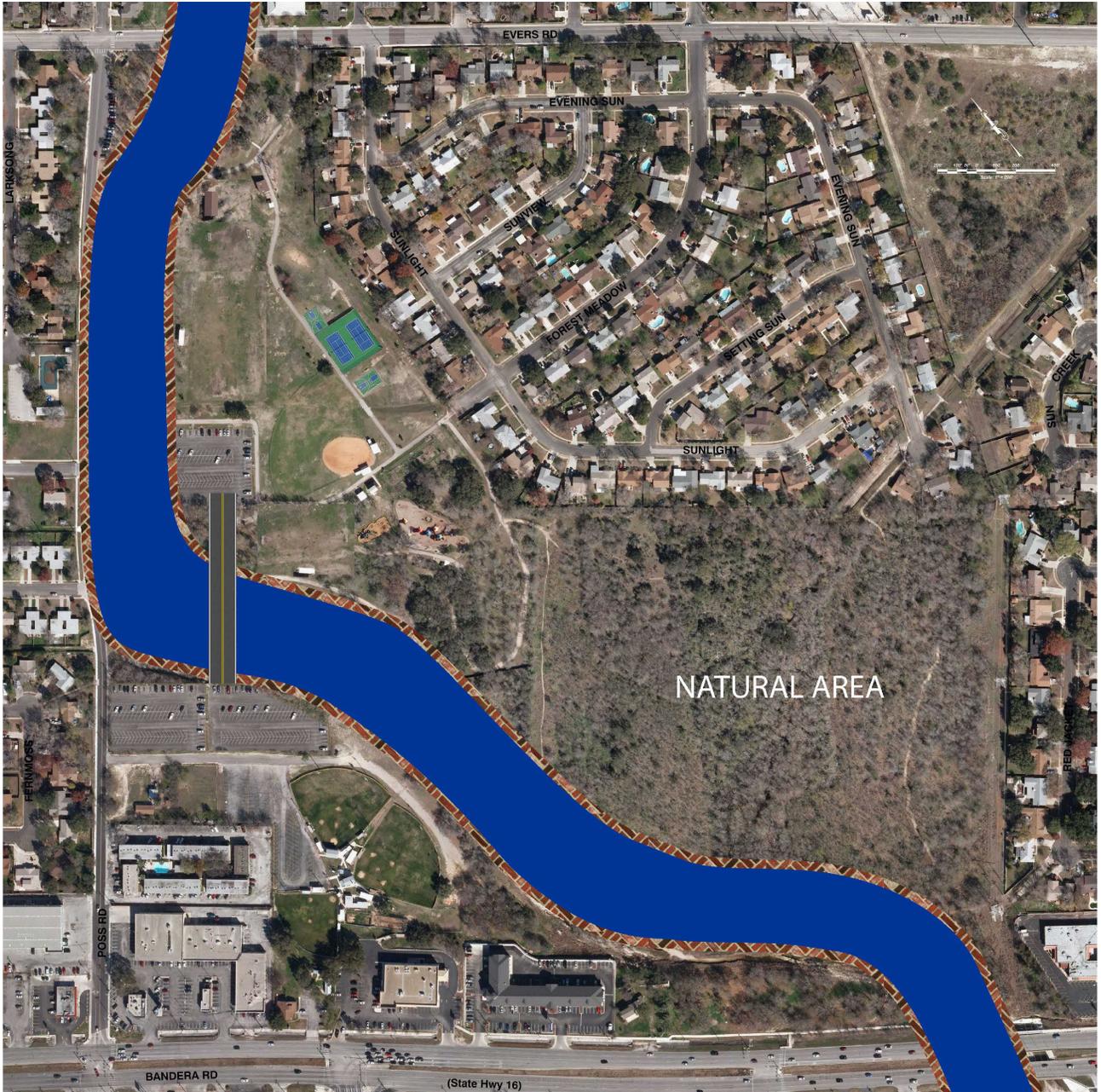
ATTEST:

SAUNDRA PASSAILAGUE, TRMC
City Secretary

Huebner Creek Option 1



Huebner Creek Option 2



Huebner Creek Option 3



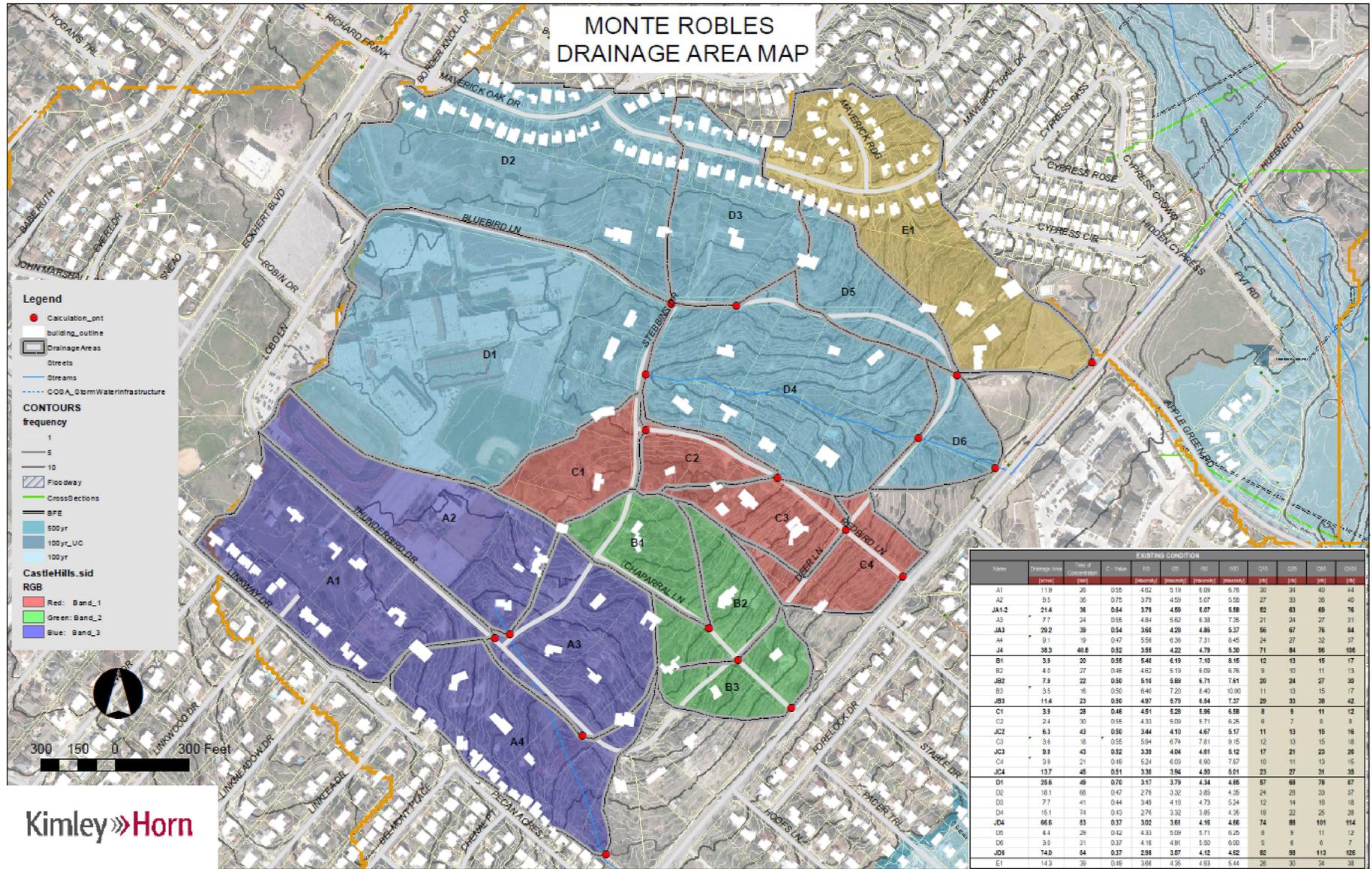
Huebner Creek Bank Shoring Option



Huebner Creek Bank Shoring Options

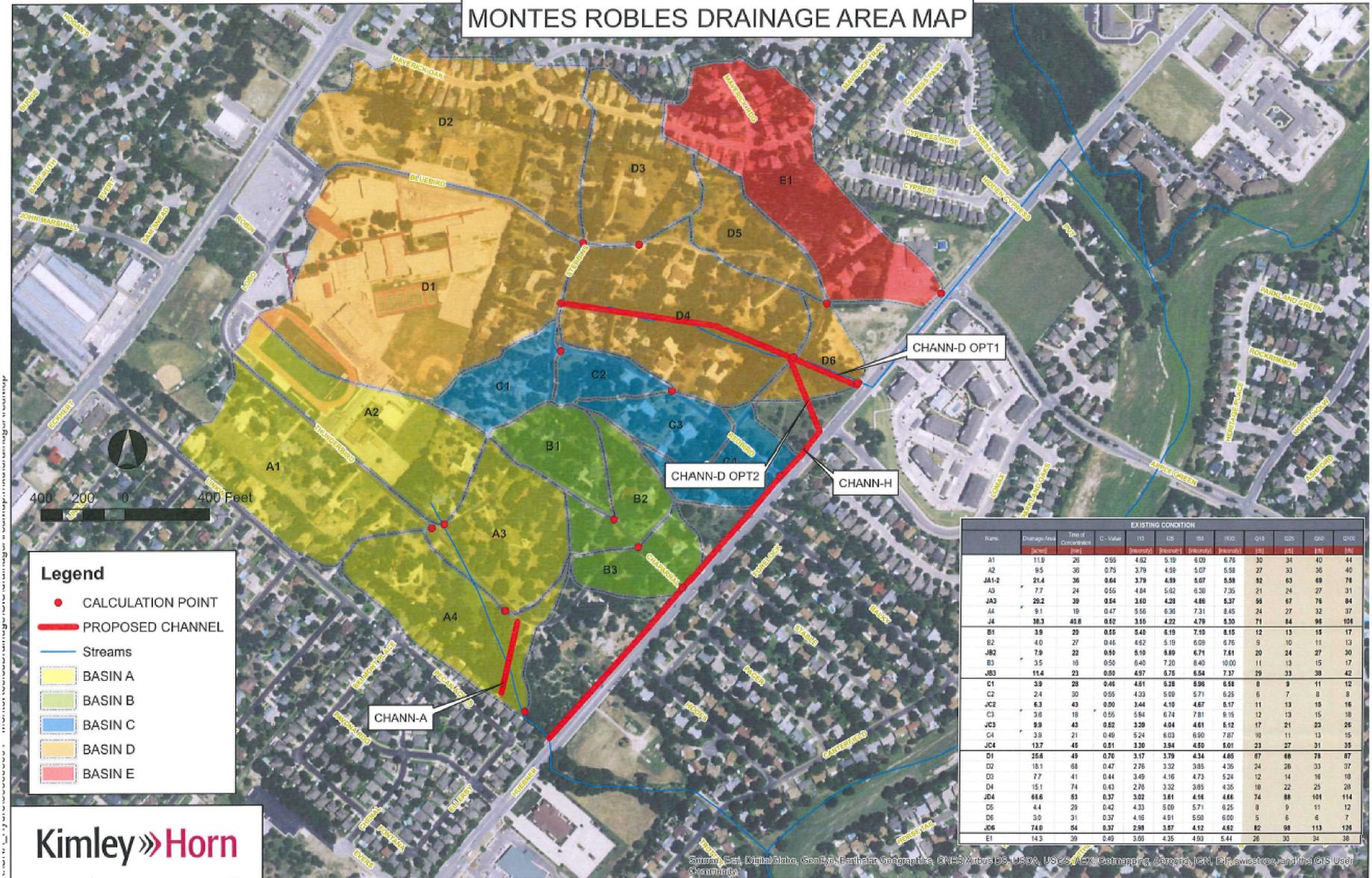


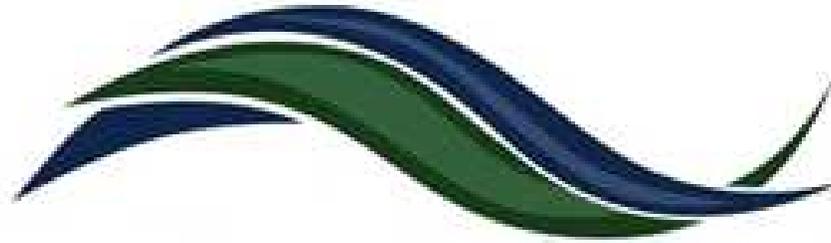
Monte Robles Park Drainage Area Calculations



Monte Robles Park Drainage Area Plan

MONTES ROBLES DRAINAGE AREA MAP





Flooding / Drainage Options Huebner Creek & Monte Robles Park

City Council Meeting

February 16, 2016

Purpose

- To present options and provide opportunity for discussion for alleviating flooding of Huebner Creek
- To present a solution for the flooding and drainage concerns in the Monte Robles Park neighborhood

Background

- During the neighborhood discussions for the City's Master Plan revisions in past years, citizens stated their desire to alleviate flooding in the Grass Valley and Monte Robles Park neighborhoods
- City Council budgeted \$200,000 in FY 2016 to perform studies of the drainage in these areas

Huebner Creek

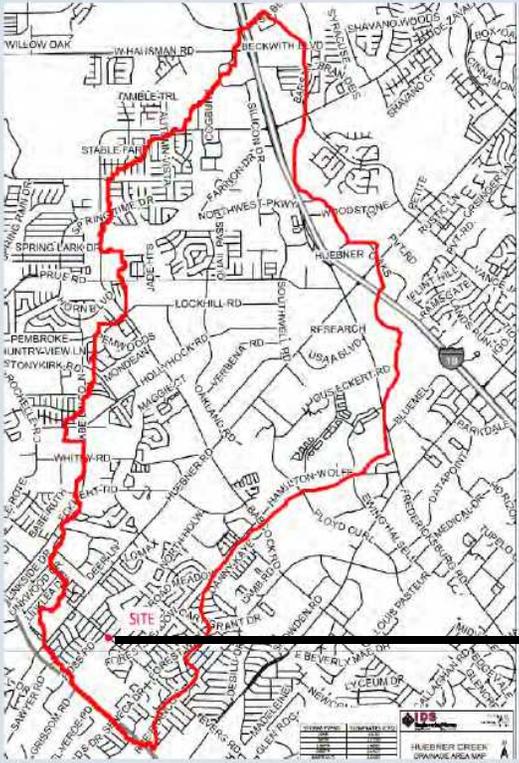
- Huebner Creek runs parallel to Poss Rd & frequently floods, affecting Canterfield & Grass Valley - most severe along Poss
- 9.5 sq. mi. watershed area upstream
 - developed without mandatory detention
 - feeding into increasingly smaller channels
- To contain creek, channel needs to be widened or another solution found
- City Council has asked that we provide several options for consideration, but other options may be found after more detailed studies

Huebner Creek Watershed Area



Drainage Analysis

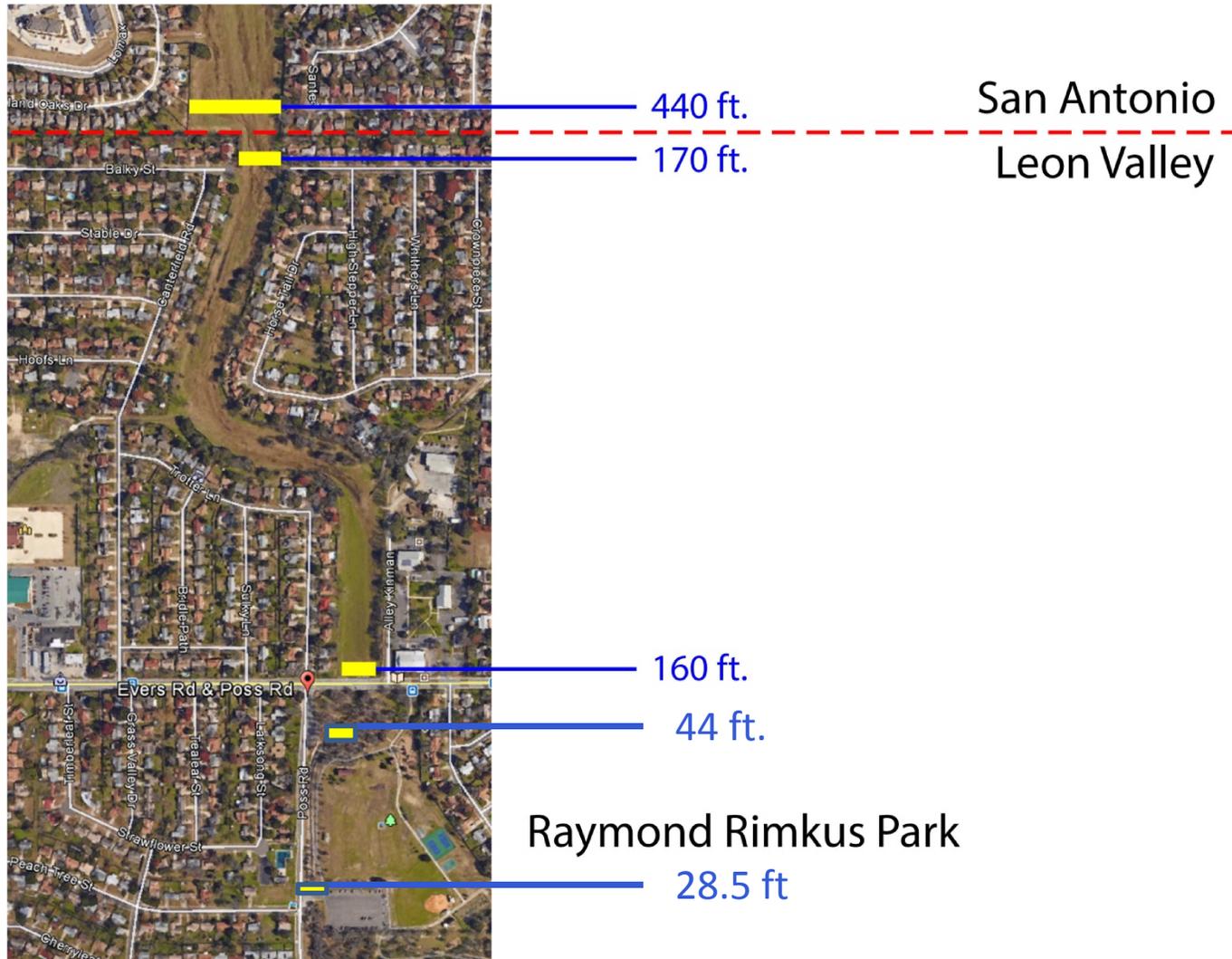
Drainage Area (SQ Mi)	9.5
Storm Event (YR)	Flow Rate (cfs)
100	14892
50	12793
10	8120
5	6988
2	5434
Existing Culverts	800



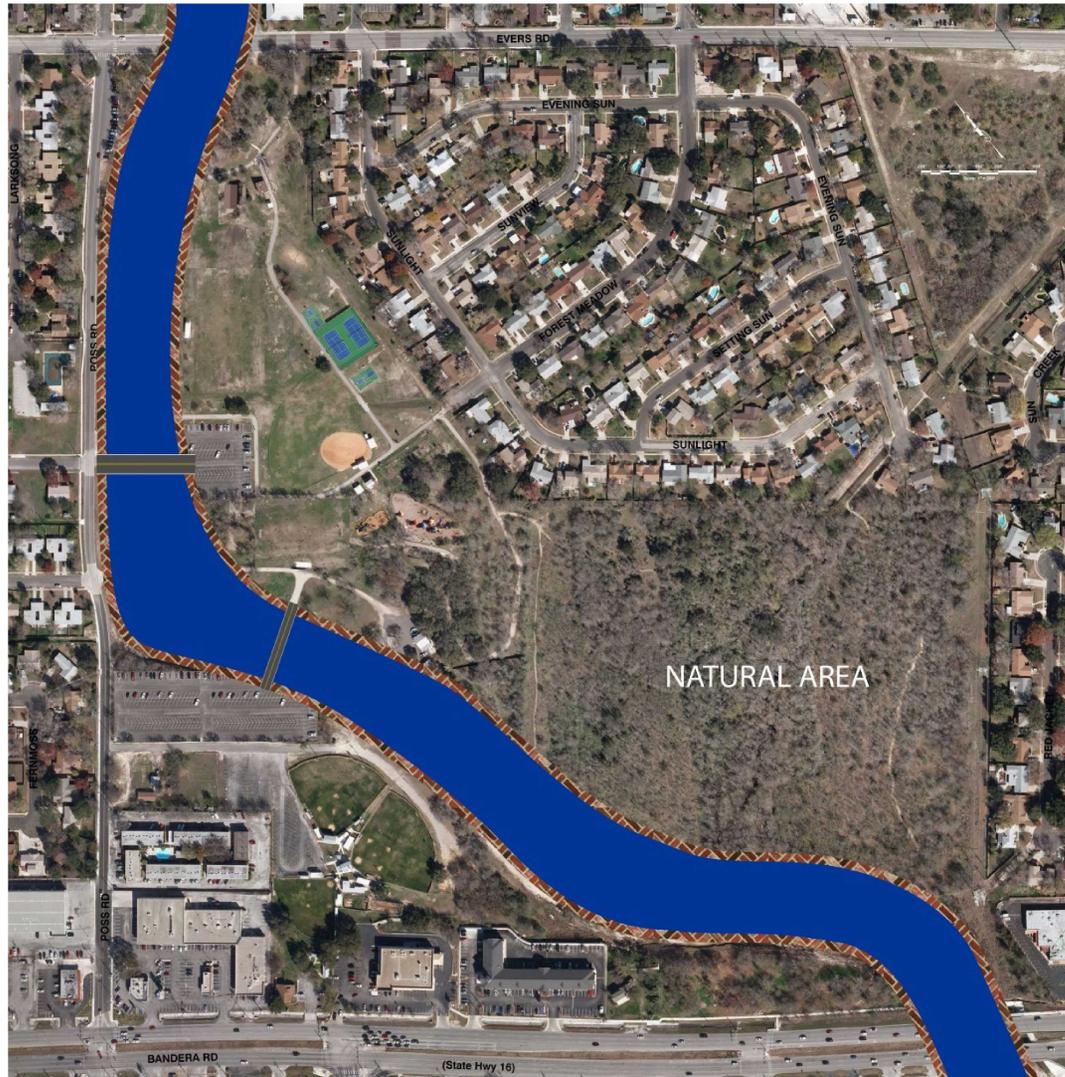
Evers Rd Bridge



Huebner Creek Width



Huebner Creek Option 1



Huebner Creek Option 1

- Option 1 widens existing creek path from Evers to Bandera Road, from 30 ft to 100 ft in width
 - Takes out large pavilion
 - Takes out most of the athletic fields
 - Takes out portion of large parking lot
 - Takes out portion of properties on way to Natural Area Park
 - Installs new parking area

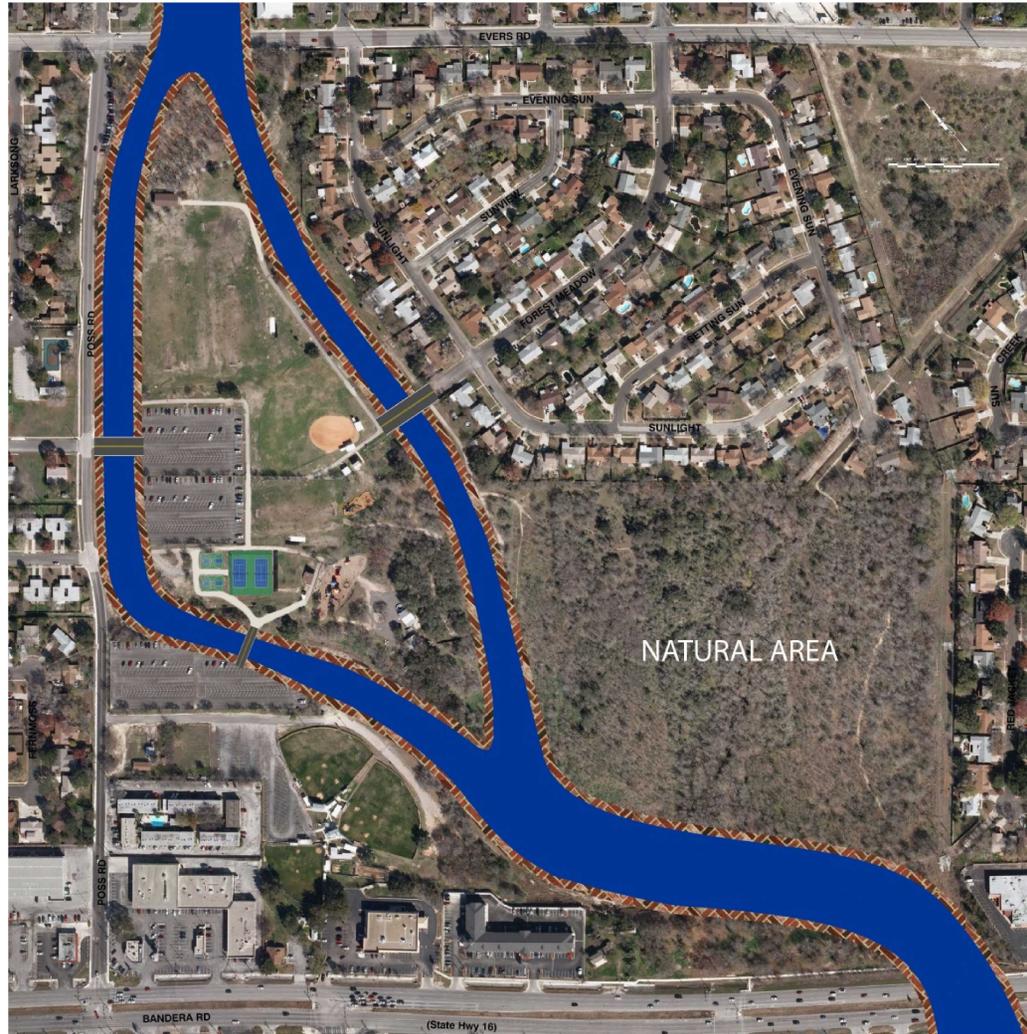
Huebner Creek Option 2



Huebner Creek Option 2

- Option 2 also widens existing creek path from Evers to Bandera Road, from 30 ft to 100 ft in width
 - Takes out portion of Poss Road
 - Takes out large pavilion
 - Takes out portion of athletic field
 - Takes out portion of large parking lot
 - Takes out portion of properties on way to Natural Area Park
 - Installs new parking areas and new bridge

Huebner Creek Option 3



Huebner Creek Option 3

- Option 3 leaves existing width, but provides alternative drainage channel on back side of park
 - Will have to move existing playground
 - Will have to move tennis and basketball courts
 - Takes out several picnic areas
 - Takes out “quiet area” walking path
 - Takes out portion of large parking lot
 - Installs new parking areas and 2 new bridges
 - Installs new picnic areas

Huebner Creek Bank Shoring



Huebner Creek Bank Shoring



Huebner Creek Bank Shoring



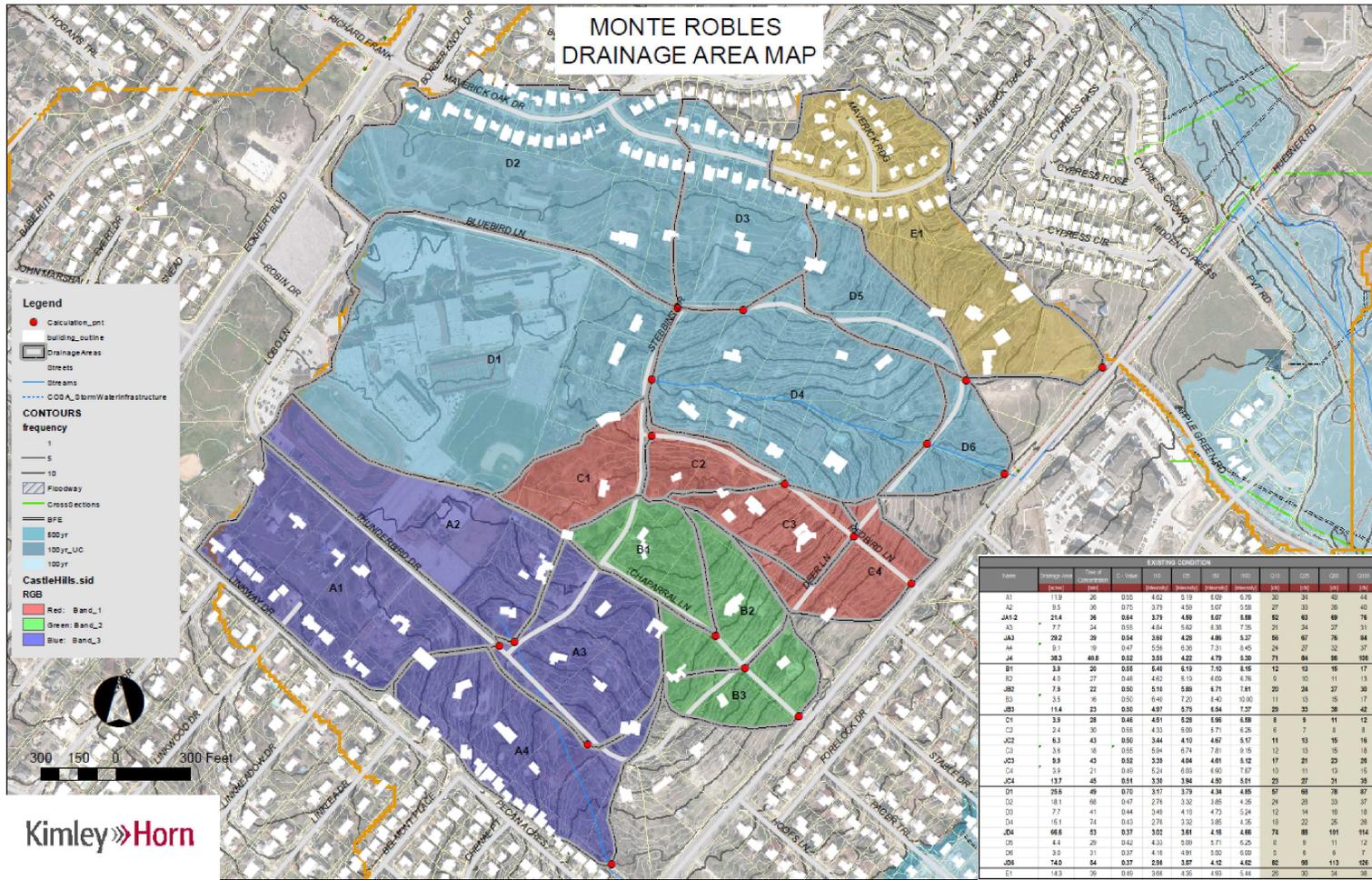
Monte Robles Park

- Monte Robles Park platted in 1947
- Streets are not curbed & existing roadside drainage swales filled in over years
- Minor additional runoff occurring from John Marshall High School and new residential development
- Engineering company hired, drainage areas calculated, feasibility study prepared

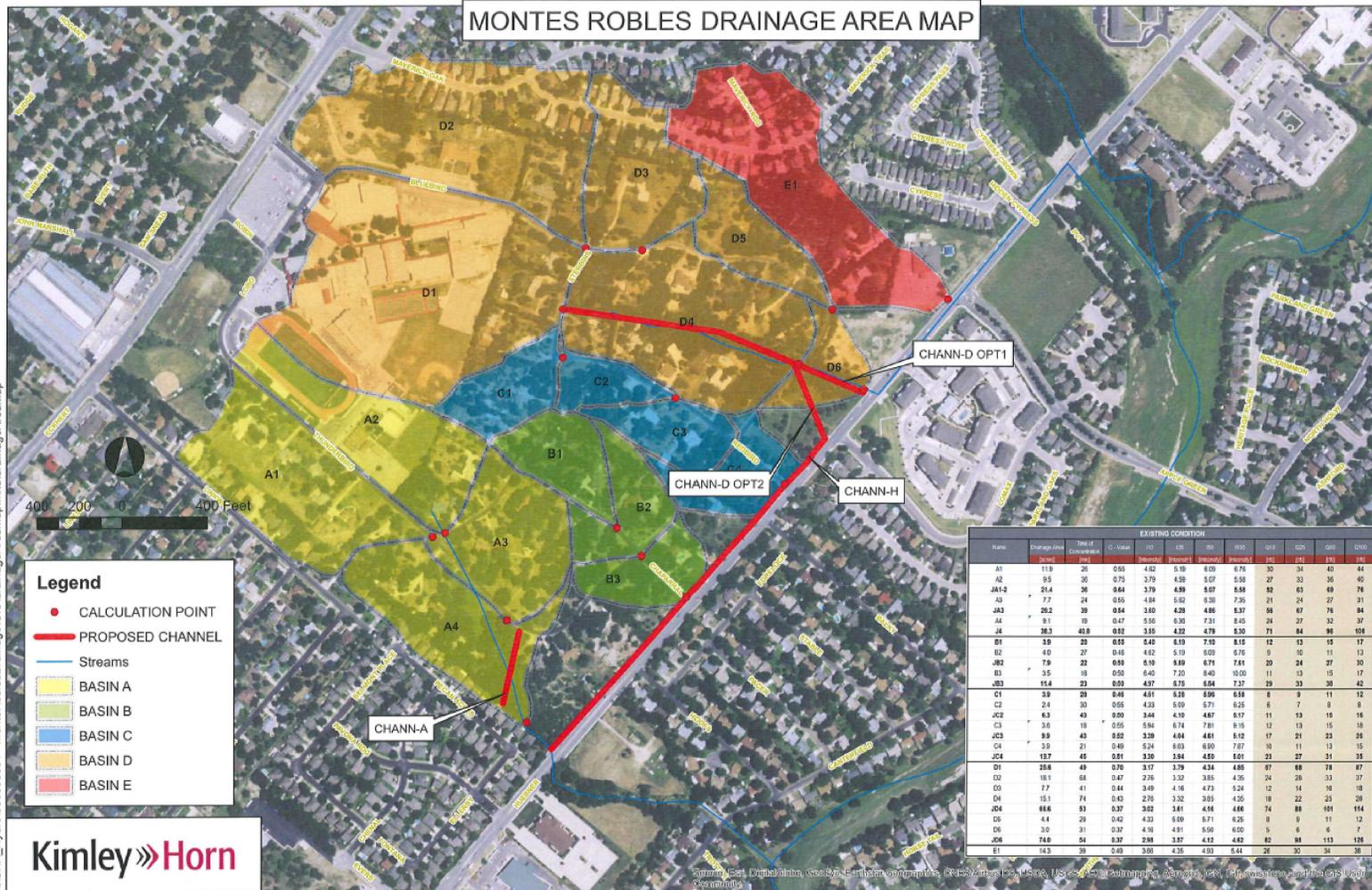
Monte Robles Park

- Water to be directed from the neighborhood, down Huebner Road, to existing drainage structure, and then to newly constructed detention pond near Steurenthaler - Silo Park and Huebner well site
- Detention pond would slowly drain the water into Huebner Creek
- Detention pond has enough capacity to handle flows

Monte Robles Drainage Calculations



Monte Robles Drainage Plan



Fiscal Impact Huebner Creek

- Costs to be determined; however, there are grant opportunities through the Corp of Engineers and other sources
- City would pay portion of the costs, but this could include in-kind services, such as real estate and right-of-way acquisition
- A detailed cost estimate must be calculated, once final option is selected

Fiscal Impact - Monte Robles Park

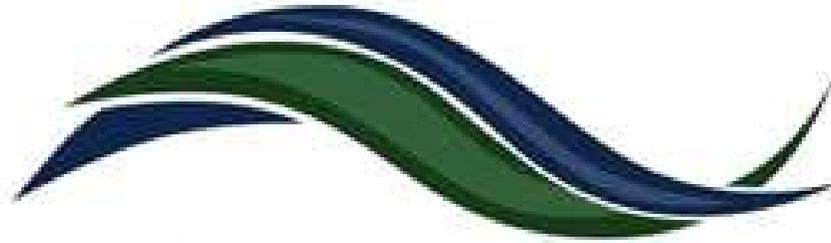
- Estimates giving options that cost between \$815,000 and \$1,500,000 have been prepared
- Project not currently funded
- Potential funding source, other than General or Stormwater Funds, not identified

Recommendation

- Huebner Creek - recommend City Council direct Staff to work with Corp of Engineers to finalize a plan for the flooding remediation of Huebner Creek and then report back to the City Council their findings & cost estimates
- Monte Robles Park - recommend budgeting for drainage project in next fiscal year, through the Stormwater Fund

S.E.E. IMPACT STATEMENT

- Social Equity – Protects citizens in older, substandard neighborhoods from the threat of flooding.
- Economic Development – Removing the threat of flooding increases property valuations.
- Environmental Stewardship – Improving drainage channels & directing floodwaters protects the environment from pollutants found in floodwaters, which improves water quality and protects wildlife and native vegetation.



Flooding / Drainage Options Huebner Creek & Monte Robles Park

City Council Meeting

February 16, 2016

MAYOR AND COUNCIL COMMUNICATION**MC #2016-02-16-02**

DATE: February 16, 2016
TO: Mayor and City Council
THROUGH: Kelly Kuenstler, City Manager
FROM: Melinda Moritz, Director of Public Works

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

PURPOSE

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

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

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

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

The Park Commission directed staff to survey property owners within 600 feet of Raymond Rimkus Park to gather public response to the general use of the park for special

and after hours events, to include the use of lights in the park, using the park after sun down, and several other use type questions. The survey was mailed on January 26, 2016, with a due date of February 5, 2016. Attached are the results of that survey.

FISCAL IMPACT

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

RECOMMENDATION

Per Section 1.09.011 of the Parks and Recreation Ordinance, in order to grant a variance to the requirements of the Code, the Park Commission and City Council must find:

1. That the request is consistent with the goals of the Park ordinance,
2. That the granting of the variance will not cause significant harm to any other person or group of persons or result in the city being in violation of regulatory requirements; and
3. That the activity being granted will not disturb the peace and dignity of the surrounding residential neighborhoods.

The Park Commission met on February 9, 2016 to hear and make a recommendation on this request. The Park Commission determined that the use meets the three findings as stated in the variance request procedures and therefore, recommends approval of this request, as follows:

- 1) That the San Antonio Astronomical Society be allowed to use the large parking lot at Raymond Rimkus Park for the purpose of stargazing, for eight consecutive Wednesday evenings, from dusk to 10:30 pm;
- 3) That there be no fees charged in conjunction with these events; and
- 4) That the Society be required to provide a summary report of their activities to the Park Commission at their April 12, 2016 regular Park Commission meeting.

Options:

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

S.E.E. IMPACT STATEMENT

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

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

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

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Attachments:

- 1) Letter of Request, 2) Summary of Park Survey Results

Dear Leon Valley City Council Members:

Jan. 14, 2016

For the past decade and then some, the San Antonio Astronomical Association (a 501(3)c Educational Non-Profit) has been offering free public viewing of the night sky through telescopes for the public at McAllister Park at the Lower Bee Tree Soccer Field Parking lot.

Recently, the soccer fields had stadium lighting installed, and now due to light pollution (mainly glare), we are forced to find a new location for this weekly event. This outreach event has been one of the reasons that SAAA has earned many awards from NASA's Night Sky Network for our educational outreach.

We routinely have high school and college students come to the park to earn extra credit for assignments in Earth/Space History. Also, many times in the fall and spring girl and boy scouts working on merit badges visit as troop field trips. Recently, (Tuesday, Oct. 13, 2015) this event was featured in the San Antonio Express News.

It is of utmost importance that San Antonio Astronomical Association finds a new location for this weekly event.

Upon reviewing area parks, we found that Raymond Rimkus Park to be an ideal location for this small weekly event. The sky from the parking lot of Raymond Rimkus Park has ideal horizons with no lights. It would make an excellent location to set up a telescope and share the wonders of the night sky with the citizens of Leon Valley. The parking lot area does not have any homes near and the Association implements strict rules around the telescopes of no horse play, loud music or lights on near the telescopes. Each telescope is the personal property of each astronomer.

Recently, a few members of the San Antonio Astronomical Association board of directors assessed the park at night and found the parking lot to be ideal for continuing this educational event in the San Antonio area.

On behalf of the San Antonio Astronomical Association, I would like to ask that a variance be granted to allow use of the park's parking lot on Wednesdays weekly from Sunset to 10:30 pm. (Typically in the winter months stargazing ends much sooner because it gets darker earlier so we start early like at 6:00 pm. In the summer it does not get dark until 9 pm so we stay until 10:30 pm. We adjust based on the season.)

We would like to make this the new home for our weekly event. We feel that the parking lot at Raymond Rimkus Park offers the greatest location in Bexar County for the Astronomy Association's weekly stargazing.

We are hoping that a continuing variance can be made for us to hold these public events weekly at Raymond Rimkus Park, so we can enrich and educate future generations to learn the night sky.

Thank you for your consideration,
Matthew Rottman
Dark Sky Issues Chair / Park Search Committee Chair
San Antonio Astronomical Association
210-355-4360 or matthew2000tx@gmail.com

Att. 1

City of Leon Valley

Attachment #2 Summary Park Survey Results 2/2016

Surveys mailed: 316
Surveys received: 38
Surveys returned undeliverable 15

Survey Questions:

1. There have been proposals to place lights in Raymond Rimkus Park to illuminate the jogging path and the athletic fields. Do you agree or disagree?

Agree 22 Disagree 16 Comment:

Those that agreed commented:

A. Lights need to be energy efficient and use a dark sky compliant light fixture, i.e., the light needs to be directed downward and no light being able to escape skyward. Direct light from the fixtures should not even be seen by the adjoining neighborhood.

The whole park may need to be illuminated to some degree. If, for example, only the tennis/basketball courts or only the jogging path were illuminated, with no light illuminating towards other areas, I would not feel comfortable if I heard sounds in the shadows and did not know what they were (foraging animals or people).

How much crime is happening in the park right now? Would lights increase or decrease the crime? Would Police have to spend more time around the park, drawing them away from other areas? How late would the lights stay on? (10 pm, 11 pm, midnight at the latest probably okay) No loud noise (to be defined) after 10 pm. Would lights cause animals that are normally in the park at night to move to the darker neighborhood streets?

B. 9:30 – 10:00 pm turn off lights. Not enough lighting especially after Movie at the Park events.

C. Would love to be able to walk after dark, especially this time of year.

D. Turn lights off at 11 to 12 midnight.

E. This would especially be helpful to early morning joggers/walkers.

F. It would be nice to have some lights in the park to deter vandals.

Those that disagreed commented:

A. When Raymond Rimkus Park was established, an agreement was made with adjoining neighbors that there would be no lights or late night activities in the Park. Additionally, animals from the Natural Area like to roam in Raymond Rimkus Park at

night.

B. Any change to the original plans will violate the City's promise.

C. We think if you light up the park, there will be a lot of people at all times of the night.

D. Will disturb wildlife, lights will disturb residents along fenced area, noise that causes commotion to be heard in residential area.

E. This might be ok if Police Officers (2 or more) are stationed at the park to provide protection and to make sure there is no loud noise.

F. Please, no lights! This has been brought up before. Please again – no lights!

G. Proximity of park to residences & nighttime wildlife activity conduit.

H. There's enough activity going on already without lights. Who needs the noise that lights would bring.

I. Late evening/after dark activity is disruptive to our household.

J. Too much light is disruptive to surrounding homes, particularly those immediately surround the park. Lighting would attract and encourage a variety of activities and events that most likely would result in increased noise levels, and possibly unruly behavior. Availability of the park after dark may increase potential use of the park as a night-time "hangout"; this should be discouraged.

K. I strongly would prefer the park to be empty by sunset.

L. I see how the lights from the Little League fields light up the park. May do the same to the houses.

M. Should not be used after dark.

2. The City holds several events at Raymond Rimkus Park after hours. Are these activities interfering with the peace and enjoyment of your residence?

Yes 7

No 31

Comment:

Those that said "yes" commented:

A. If I wanted to attend Jazz festivals, weddings, etc., I'd go to them. Window shattering, constant "music" for 2 days and/or late into the night 2 blocks from my house is not what I pay taxes for.

B. The noise from the bands/radios/etc. is ridiculous. There is no good reason to bother the residents who live near the park.

C. Loud music & crowd noise! Have had attendees dump debris into our yard.

D. On several occasions, my family has caught "peeping toms" (obviously not from our area) in trees at rear of house overlooking pool (and teenage daughter).

E. Some of them definitely do.

Those that said "no" commented:

A. Three or four times per year are a lot different than every day.

B. The noise level is not controlled as well as it could be.

C. We can't tell the park is having any events. Park events do not interfere with our peace.

- D. I love that our park is being used.
- E. Since these events are not an everyday thing (and hope they won't be) they do disturb.
- F. No, but I don't abut the park.
- G. Occasional, officially sanctioned, community sponsored events are a positive aspect of living in Leon Valley and contribute to its shared sense of community. These events are not so frequent as to be disruptive of surrounding residents.
- H. No, because it's only on special occasions, not every night.
- I. These events are not an everyday occurrence, we enjoy them.
- J. We live too far away.
- K. We live on Forest Pine & definitely hear it, but normally it doesn't bother us. Would prefer less noise on Sundays.
- L. The events finish early enough to not interfere even though I live near the park.
- M. Would like any lights turned off at 10 pm.
- N. It very nice to have these special events close to home. 2-3 events per year is perfect.

3. Are there any activities that are currently in operation that you disagree with or prefer to not have at either of the parks?

Yes 8 No 29 Comment:

Those that answered "yes" commented:

- A. After hours use of the athletic fields by youth activities, especially football in the autumn season (every night until 8:30-9:00 pm). These are elementary schoolchildren who should be home having supper and resting. LV Police used to send people home at dusk.
- B. Movie night
- C. Weddings, Quinceaneras, etc. are not helpful to those who work all week and would enjoy peace and quiet in their own homes on the weekends.
- D. Anything with loud music or noise.
- E. Movies, 4th of July, Fall Festival, LV Historical Society lease of Natural Area Park.
- F. Any activities that would increase the noise level after dark.
- G. Concerts/festivals

Those that answered "no" commented:

- A. Current activities have not been disruptive to our family or neighbors, or to the peacefulness of the park, which is a wonderful amenity.
- B. My tenants on Larksong have never complained about activities at the park.
- C. Parking in the streets can be a problem during big events, but this is just a few days out of the year.

4. Are there any activities that are NOT being allowed in the parks or not available

that you would like to see implemented?

Yes 5 No 32 Comment:

Those that answered “yes” commented:

- A. Trade/flea market events, classic car/oldies or 50's music events, stock show/rodeo/country music events.
- B. Would like LV Natural Area Park trail improvement allowing law enforcement patrols & EMS access.
- C. Sunday summer concerts.
- D. Walking path usable in early evening (when it gets dark before 10).

Those that answered “no” commented:

- A. Landscaping, Community cleanups, City ordinances enforced?
- B. Park is full now, do not need anymore.

5. What other specific improvements would you like to see implemented at either of the parks?

- A. Better water fountains and basketball courts. Basketball rim and backboard are old school.
- B. Remove ball moss from the many trees. Set one day a week with no activities on the athletic fields to recover and staff to repair them.
- C. Please fix or replace wood privacy fence. Ours is falling apart. We have no privacy.
- D. I haven't been in the park in a couple of months, but I would like to see better distance markers on the jogging path. I have seen ¼ mile tiles in the grass, but I don't know where they are measured from. There were total distances on one of the signs, but I found it confusing. Confusion arises because of the portion of asphalt path along the third baseline of the ballfield. That portion essentially turns the jogging path into three different partially overlapping paths. Please keep the tree branches trimmed on the dirt/gravel portion of the jogging path. Vertical distance should be at least eight feet (eight feet allows for some growth and wind movement).
- E. More covered pavilions, better lighting in bathrooms, pattern park improvements much like Travis Park downtown.
- F. Homeless people sleeping in park brings down our property values.
- G. Improve (unreadable) drainage, prevent erosion.
- H. Mandate the clean up the surrounding yards, fences and general appearance that park visitors are faced with, i.e., Poss Road, rentals, fences in disrepair.
- I. Less practice teams. The running of kids interferes with walkers.
- J. There should be an ordinance prohibiting loud noise or music, especially music with low frequency sounds. They penetrate the houses and are extremely disturbing.
- K. That it would be more patrolled.

- L. Improved Hike & Bike Trail in Natural Area.
- M. Dog park!!
- N. It would be good to have a rough, plank bridge over the wash-out area at the south end of the trail in the Natural Area.
- O. No alcohol consumption except on special events.
- P. Keep drainage in the park adequate for flooding.
- Q. Keep the Huebner – Onion Area natural – no concrete path to nowhere.
- R. Emergency telephones.
- S. Sun down – everyone out of the park.
- T. Keep Natural Area natural = minimal improvements.
- U. We would love to see a splash pad for our young kids!!
- V. A dog park would be a welcome addition to the park.
- W. More open parking for events.
- X. Biking path connected to S.A.
- Y. A bit more handicap accessible.

General Comments:

A. The Natural Area Park should not be leased to a private association and be separated from Raymond Rimkus Park. This land belongs to the City of Leon Valley and their citizens. The Leon Valley Historical Society should be concerned with the restoration of the Huebner – Onion home and other historical sites, but not with City Parkland. They are encouraged to contribute to both parks through the Park Bucks program.

Establish a Leon Valley Historical Commission for all historical sites and areas within Leon Valley. They should act as coordinator with the Leon Valley Park Commission in regards to the Natural Area Park. The Master Plan for the Natural Area Park should be merged into the Leon Valley Park Master Plan. The Vice Chairman for each Commission could be a member of each other's Commission to enhance communication between them. Stop dividing our city with a private association. Let everyone work together for a better city.

Drop off area for picnic area: Byron Vick, a past Director of Public Works, replaced the loading and passenger/picnic supply drop off area on Poss Road with 7 parking spaces for compact cars. This area was also used for school buses to drop off small children for the playground. Because of this, many people are stopping on Evers Rd to load and off-load passengers and supplies. This is a very dangerous situation. Suggest this offloading area be returned to the Poss Road Area.

B. Lowered price concession stands items during events, allow snack/ice cream trucks at park throughout the year, more benches throughout park, eliminate pre-movie political speeches, screen more classic family/adult movies at park such as Some Like it Hot (1959), with Tony Curtis and Jack Lemmon, Laurel & Hardy, Marx Brothers, and the original King Kong, and install swings that cater to adults/grownups. Great work City Hall! Thank you for bringing more family friendly events to the City of Leon Valley :-).

C. No walking or loitering in creek after sundown because many homes that have been burglarized have entered through access from the creek. My house (backyard) faces the

Community Center and strangers walking along my backyard fence at crazy hours of the night is scary to me. A simple sign saying no loitering would be nice.

D. The park is a very nice facility and I have no problems with anything that goes on there. I think it is a great asset to our community.

E. These parks could be eco-friendly, peaceful, natural, clean places for people to enjoy if inconsiderate, slovenly visitors and/or residents were forced to help make these parks/areas presentable and well kept. Surrounding homes are disgracefully kept and they are right in the eyesight of park users. Of course with "music" at top decibels, and going past midnight every weekend in the summer, especially, who cares about fences and homes falling down around them? Very "low class" and almost slum-like . . . it's a shame that LV has deteriorated like this. . . it used to be rather nice. Monoliths at the city limits is only a small step forward. Traffic lights need recalibration, otherwise drivers are forced to look at the eyesore for as long as 3-5 minutes. This is a residential area, not a business area! Make money elsewhere.

F. We think if you light the parking lot only when you have the events 4th of July and Jazz festival would be fine with us.

G. Dog walkers continue to not pick up after their dogs. Most of the time you can see dog mess comes from people with large dogs. I know it's a hard thing to control, but walkers wind up stepping in it. Kids on bikes running over walkers (no parents around). Needless to say, my thirty plus years as a resident, I've stopped walking in the park. Find other places to go walk.

H. If you must have the Jazz Festival or any other event with loud noise, maybe you could have the bands play in the Community Center (with doors closed?) If that's not possible, maybe you could hold the events at different locations. I've seen car shows held at the bowling alley's parking lot. If you could change/rotate venues, then the citizens wouldn't be driven out of their homes each year. If you don't live by the park, then you might not understand the frustration with the noise. Imagine staying in your home while new roofing shingles are being installed. The hammering is tortuous. Since the loud music is totally unnecessary, please consider the taxpayers by the park and, at least, turn the volume way down.

I. The subject of park lights have been brought up before – let's remember lights in the park was turned down! Let's stick to it! Please no lights!

J. Lack of law enforcement access has often resulted in UTL reports. Parks are a positive community recreational resource and should be managed by CoLV as such. Continuing to see LV Historical Society agent in Natural Area Park interior pestering visitors.

K. I don't live next to the park, but there are times when activities at the convention center area create a lot of noise, even inside the Grass Valley area. Please don't allow lights and additional noise to ruin our neighborhood.

L. If the City was willing to allow easement/variance to fence height many concerns could be mitigated, I think an 8-10 ft. fence on park side of yard at the homeowner's expense

would be sufficient.

M. Everything seems to be working WELL at the park. Why change what is working. My property has been adjacent to the park since 1973. We were told "the park would be used for daytime activities only". Installing lights for nighttime use now would be contrary to what we were originally told. LET IT BE.

N. The park is beautiful as it – natural.

O. In my younger days, I would jog around the park and always thought that the City of San Antonio should have more of these than the "Monster" Parks that only grow "scrub brush". Make the park as user friendly as possible.

P. Keep the Raymond Rimkus Park jogging path in the back natural (as is). The deer come out in this area after dark. They sleep in the grassy areas under the trees after feeding. The more area we take from them, the more chance we have of them coming into the neighborhood to roam and feed, causing problems. We enjoy our park. Thank you Leon Valley!!

Q. Why break something that's not broken?

R. Open park up to San Antonio Astronomy Club & other organizations needing a quiet environment for their events.

S. We love the 4th of July festivities & think events like this add to the appeal of Leon Valley.

T. As long as events are city-sponsored if not too many – ok. Events after dark are noisy. I have lived in Leon Valley since September 1973, the thing that has impressed me the most is the feeling of safety with gang control. To put up with lights will leave it open for undesirables. Who is a jogger and who is a gang member? Thank you.

U. Would like any activities to end by 10 pm.

Park Variance Request San Antonio Astronomical Society

City Council Meeting
February 16, 2016

Purpose

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

Purpose

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

Purpose

- SA Astronomical Society proposes to use the large parking lot, from just before dusk to 10:30 pm.
- Stated they normally have 20 to 30 attendees, unless there is a special occasion, at which as many as 100 persons would attend
- Outreach includes Boy and Girl Scout Troops, high school and college students, and the general public

Background

- Nov 2015 – Park Commission hears initial request
- States activity in the park after sun down is prohibited
- Requires that the organization receive a variance to the Park ordinance
 - Article 1.09 Parks and Recreation, Sec. 1.09.008 Park Resource Usage, states:
 - All parkland resources, except for specified exemptions, are available during authorized operating hours specified as sun up to sun down. Entry or remaining in any parkland, is specifically prohibited

Background

- Park Commission directed staff to survey property owners within 600 feet of Raymond Rimkus Park to gather general public response:
 - the use of lights in the park
 - using the park after sun down, and
 - other use type questions
 - survey was mailed on January 26, 2016, with a due date of February 5, 2016
 - survey results included in Council packet

Fiscal Impact

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

Recommendation

Park Commission Chairman

Roger Christensen

Recommendation

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

Park Commission Recommendation

- Park Commission met on 2/9/16 and recommended approval of the request, as follows:
 - 1) That the use meets all of the findings as stated in the Code;
 - 2) That San Antonio Astronomical Society be allowed to use the large parking lot at Raymond Rimkus Park for the purpose of stargazing, for eight consecutive Wednesday evenings, from dusk to 10:30 pm;
 - 3) That there be no fees charged in conjunction with these events; and
 - 4) That the Society be required to provide a summary report of their activities to the Park Commission at their April 12, 2016 regular Park Commission meeting.

City Council Actions

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

S.E.E. Statement

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

Park Variance Request San Antonio Astronomical Society

City Council Meeting
February 16, 2016

MAYOR AND COUNCIL COMMUNICATION**M&C #2016-02-16-04**

DATE: February 16, 2016

TO: Mayor and City Council

FROM: Kelly Kuenstler, City Manager

SUBJECT: CONSIDERATION AND APPROVAL OF A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS AUTHORIZING AND APPROVING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; COMPLYING WITH THE REQUIREMENTS CONTAINED IN SECURITIES AND EXCHANGE COMMISSION RULE 15c2-12; AND PROVIDING AN EFFECTIVE DATE

PURPOSE

Consideration and approval of a Resolution by the City Council of the City of Leon Valley, Texas authorizing and approving publication of a notice of intention to issue Certificates of Obligation for:

- (1) constructing, acquiring, purchasing, renovating, enlarging, and improving the City's utility system:
- (2) constructing street improvements (including utilities repair, replacement, and relocation), curb, gutters, sidewalk improvements, drainage, and landscaping incidental hereto,
- (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and
- (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects.

In August of 2015, the City Council authorized the engineering and design of two new wells, with related equipment. In December of 2015, a water and sewer rate study was completed and a new rate structure was adopted, to repay funding for this project. In February of 2016, the engineering and design were completed, and the bids are to be advertised. We expect to bring the bids to City Council at their April 5, 2016 regular City Council meeting.

FISCAL IMPACT

Funding for this project will come from the issuance of Certificates of Obligation. The project is anticipated to cost \$1,662,000, but we will be asking for funding in the amount not to exceed \$2,000,000 to cover contingencies.

RECOMMENDATION

That City Council authorize and approve publication of intention to issue Certificates of Obligation. The motion must be made as follows:

I move that the City Council adopt a Notice of Intention Resolution No. 16-007R as presented.

S.E.E. IMPACT STATEMENT

Social Equity - A safe and reliable water supply benefits the health and safety of all citizens.

Economic Development – Maintaining a superior water system provides additional incentive for citizens and businesses to relocate or stay in Leon Valley.

Environmental Stewardship – The City has an active program for educating the public about water conservation.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAGUE, TRMC
City Secretary

RESOLUTION

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS AUTHORIZING AND APPROVING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; COMPLYING WITH THE REQUIREMENTS CONTAINED IN SECURITIES AND EXCHANGE COMMISSION RULE 15c2-12; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council (the *City Council*) of the City of Leon Valley, Texas (the *City*) has determined that it is advisable and necessary to issue and sell one or more series of certificates of obligation (the *Certificates*) in an amount not to exceed \$2,000,000 as provided pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code, Section 271.041 through Section 271.064, for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing, acquiring, purchasing, renovating, enlarging, and improving the City's utility system; (2) constructing street improvements (including utilities repair, replacement, and relocation), curb, gutters, sidewalk improvements, drainage, and landscaping incidental thereto, (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects; and

WHEREAS, prior to the offering, sale, and issuance of the Certificates, the appropriate officials of the City must review and approve the distribution of a "deemed final" preliminary official statement (the *Official Statement*) in order to comply with the requirements contained in 17 C.F.R. §240.15c2-12 (the *Securities and Exchange Commission Rule*); and

WHEREAS, based upon their review of the Official Statement, the appropriate officials of the City must find to the best of their knowledge and belief, after reasonable investigation, that the representations of facts pertaining to the City contained in the Official Statement are true and correct and that, except as disclosed in the Official Statement, there are no facts pertaining to the City that would adversely affect the issuance of the Certificates or the City's ability to pay the debt service requirements on the Certificates when due; and

WHEREAS, the City Council will comply with the requirements contained in the Securities and Exchange Commission Rule concerning the creation of a contractual obligation between the City and the proposed purchaser(s) of the Certificates (the *Purchasers*) to provide the Purchasers with an Official Statement in a time and manner that will enable the Purchasers to comply with the distribution requirements and continuing disclosure requirements contained in the Securities and Exchange Commission Rule; and

WHEREAS, the City Council authorizes the Mayor, City Manager, Finance Director, City Secretary, and the City Attorney, as appropriate, or their designees, to review, approve, and execute any document or certificate in order to allow the City to comply with the requirements contained in the Securities and Exchange Commission Rule; and

WHEREAS, prior to the issuance of the Certificates, the City Council is required to publish notice of its intention to issue the Certificates in a newspaper of general circulation in the City, such notice stating (i) the time and place the City Council tentatively proposes to pass the ordinance authorizing the issuance of the Certificates, (ii) the maximum amount proposed to be issued, (iii) the purposes for which the Certificates are to be issued, (iv) and the manner in which the City Council proposes to pay the Certificates; and

WHEREAS, the City Council hereby finds and determines that such documents pertaining to the sale of the Certificates should be approved, and the City should proceed with the giving of notice of intention to issue the Certificates in the time, form, and manner provided by law; and

WHEREAS, the City Council hereby finds and determines that the adoption of this Resolution is in the best interests of the residents of the City; now, therefore,

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

SECTION 1. The City Secretary is hereby authorized and directed to cause notice to be published of the City Council's intention to issue the Certificates in an amount not to exceed \$2,000,000 for the purpose of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing, acquiring, purchasing, renovating, enlarging, and improving the City's utility system; (2) constructing street improvements (including utilities repair, replacement, and relocation), curb, gutters, sidewalk improvements, drainage, and landscaping incidental thereto, (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects. The Certificates will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and additionally from a pledge of and lien on certain revenues derived from the operation of the City's utility system. The notice hereby approved and authorized to be published shall read substantially in the form and content of Exhibit A attached hereto, which notice is incorporated herein by reference as a part of this Resolution for all purposes.

SECTION 2. The City Secretary shall cause the notice described in Section 1 to be published in a newspaper of general circulation in the City, once a week for two consecutive weeks, the date of the first publication shall be at least thirty (30) days prior to the date stated therein for passage of the ordinance authorizing the issuance of the Certificates.

SECTION 3. The Mayor, City Manager, Finance Director, City Secretary, and the City Attorney, as appropriate, or their designees, are authorized to review and approve the Official Statement pertaining to the offering, sale, and issuance of the Certificates and to execute any document or certificate in order to comply with the requirements contained in the Securities and Exchange Commission Rule.

SECTION 4. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

SECTION 5. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 6. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 7. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

SECTION 8. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 9. This Resolution shall be in force and effect from and after the date of its adoption, and it is so resolved.

[The remainder of this page intentionally left blank.]

PASSED AND APPROVED, this the 16th day of February, 2016.

CITY OF LEON VALLEY, TEXAS

Mayor

ATTEST:

City Secretary

(CITY SEAL)

Exhibit A

NOTICE OF INTENTION TO ISSUE
CITY OF LEON VALLEY, TEXAS
CERTIFICATES OF OBLIGATION

NOTICE IS HEREBY GIVEN that the City Council of the City of Leon Valley, Texas will convene at its regular meeting place in the City Hall in Leon Valley Texas, at 7:00 o'clock P.M., Leon Valley, Texas time on April 5, 2016, and, during such meeting, the City Council will consider the passage of an ordinance or ordinances and take such other actions as may be deemed necessary to authorize the issuance of one or more series of certificates of obligation in an aggregate principal amount not to exceed \$2,000,000 for the purpose or purposes of paying contractual obligations of the City to be incurred for making permanent public improvements and for other public purposes, to-wit: (1) constructing, acquiring, purchasing, renovating, enlarging, and improving the City's utility system; (2) constructing street improvements (including utilities repair, replacement, and relocation), curb, gutters, sidewalk improvements, drainage, and landscaping incidental thereto, (3) the purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and (4) the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects. The certificates of obligation (the *Certificates*) will be payable from the levy of an annual ad valorem tax, within the limitations prescribed by law, upon all taxable property within the City and from a lien on and pledge of certain revenues derived by the City from the operation of the City's utility system. The Certificates are to be issued, and this notice is given, under and pursuant to the provisions of the Certificate of Obligation Act of 1971, as amended, Texas Local Government Code Section 271.041 through Section 271.064, and Chapter 1502, as amended, Texas Government Code.

/s/ Sandra Passailaigue

City Secretary,
City of Leon Valley, Texas

Resolution Approving Publication of
Notice of Intention to Issue Certificates
of Obligation
Water System Improvements

City Council Meeting
February 16, 2016

Purpose

- To consider approval of a Resolution by the City Council of the City of Leon Valley, Texas
- Authorizing and approving publication of a notice of intention to issue Certificates of Obligation for:
 - constructing, acquiring, purchasing, renovating, enlarging, and improving the City's utility system;
 - constructing street improvements (including utilities repair, replacement, and relocation), curb, gutters, sidewalk improvements, drainage, and landscaping incidental hereto,
 - purchase of materials, supplies, equipment, machinery, landscaping, land, and rights-of-way for authorized needs and purposes relating to the aforementioned capital improvements; and
 - the payment of professional services related to the design, construction, project management, and financing of the aforementioned projects

Purpose

- August 2015 – City Council authorizes the engineering and design of two new wells, with related equipment
- December 2015 – Water and sewer rate study completed and new rate structure adopted, to repay funding for project
- February 2016 – engineering and design complete, expected to bring bids to Council April 5, 2016

Fiscal Impact

- The Certificates of Obligation will be in an amount not to exceed \$2,000,000
- The well project is expected to cost approximately \$1,662,000, but bids will not be submitted to City Council until the April 5th meeting date
- The City will also incur cost for engineering construction management
- The debt service payment for the Certificates of Obligation will be paid from rates paid by Leon Valley Water customers only

Recommendation

- That City Council authorizes and approves publication of intention to issue Certificates of Obligation.
- The motion *must* be made as follows:
 - **I move that the City Council adopt a Notice of Intention Resolution No. 16-007R as presented.**

S.E.E. Statement

- Social Equity - A safe and reliable water supply benefits the health and safety of all citizens
- Economic Development – Maintaining a superior water system provides additional incentive for citizens and businesses to relocate or stay in Leon Valley
- Environmental Stewardship – The City has an active program for educating the public about water conservation

Resolution Approving Publication of
Notice of Intention to Issue Certificates
of Obligation
Water System Improvements

City Council Meeting
February 16, 2016

MAYOR AND COUNCIL COMMUNICATION

DATE: February 16, 2016 **M&C # 2016-02-16-05**

TO: Mayor and Council

FROM: Darrick Green, Communications Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: **2016 4th of July Celebration Estimated Draft Event Budget** Submission of proposed event budget with estimated expenses and revenues YTD.

PURPOSE

To update City Council on the preliminary budget and planning for the 2016 4th of July Celebration.

- 5 acts have been verbally confirmed with 3 submitting invoices thus far. The other 2 are in process
- 2 stages from SA Parks and Rec. have been secured at a savings of \$6,100.00
- Lighting, Backline and Sound have been secured
- Generator Power source has been secured
- 5 amusement rides have been reserved
- 2 food vendors have been secured. All of the others from last year have been contacted
- Porta potties, 3/14 proposed street banners, large tent from Sunset Funeral Home, and porta cools secured
- 2 Fireworks quotes received, for 3 launch point display
- 2/3 required Electrical quotes for booth wiring have been sourced
- HEB, Walmart, Miracle Body, Tejanita's, LVACC, LVEDC, Ancira and Bring Your Own Parts have received Sponsorship request letters or visits

SEE LEON VALLEY

Social – To provide the residents in and around Leon Valley with an Annual 4th of July Celebration. Moreover, the annual event is an opportunity to increase resident's awareness of the recreational, shopping and dining options in Leon Valley

Economic – To assist Leon Valley businesses in the marketing and promotion of their businesses.

Environmental – N/A

FISCAL IMPACT

The YTD expenditures are projected to be between \$40,667.05 and \$95,817 given the current estimated expenses, which are not yet solidified, as final numbers are still developing.

STRATEGIC GOALS

To increase region-wide awareness of Leon Valley and provide family focused, quality of life events for the residents of Leon Valley

RECOMMENDATION

At this time no recommendation is requested as this report is a project status update.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

2016 4th of July Celebration Budget											
Contact Person	Contact Number	Expenses				2016 Estimated	2016 Actual	Revenues	2016	2015	2014
		Name				Amount	Amount	Name	Amount	Amount	Amount
								H.E.B.	\$ -	\$ -	\$ -
								WALMART	\$ -	\$ -	\$ -
Mark Rodrigue	210.391.7595	Finding Fridays				\$ 1,600		TARGET	\$ -	\$ -	\$ -
Allan Hendrickson	210-787-0290	Allan Hendrickson				\$ 1,000		CITY	\$ 46,000	\$ 49,082	\$ 50,185
Juan Felan	<juanffelan@sbcglobal.net>	Jennifer Felan				\$ 500		LVEDC	\$ 15,000	\$ 15,000	\$ -
Vincent	210-849-5570	Eclipse				\$ 1,600		LVEDC ADV	\$ 2,500	\$ 2,500	\$ -
Vincent	210-849-5570	BadFunkybones				\$ 1,250		ANCIRA	\$ 2,500	\$ -	\$ 15,000
		B LEVEL ACTS				\$ 2,700		UHAUL STOR	\$ 10,000	\$ 10,000	
		SUBTOTAL				\$ 8,650		RBFCU	\$ -	\$ -	\$ 1,000
						\$ 5,950		MIRACLE	\$ 1,000	\$ 1,000	\$ 1,000
		PORT O UNITS						BRING YOUR TELLEZ TAM	\$ -	\$ -	\$ -
Heather	512-738-4599	Porta Potties				\$ 1,570		BOOTH REV	\$ 500	\$ 500	\$ 500
Lisa	210-340-2007	Porto Cool				\$ 833		BEV CONC	\$ 2,715	\$ 2,715	\$ 1,235
		SUBTOTAL				\$ 2,403		WALGREEN	\$ 2,870	\$ 2,870	\$ -
						\$ 2,403		CONN'S	\$ -	\$ -	\$ -
		ADVERTISING						STARBUCKS DIAMOND SHINE	\$ -	\$ -	\$ -
Kandice	210-732-7874	Banners Allied 19 Banners				\$ 9,287		VALERO	\$ -	\$ -	\$ -
	785-2168	IHeart Media- 56 ad spots				\$ 1,790		DICKEY'S	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 11,077		HOBBY LOBBY	\$ -	\$ -	\$ -
						\$ 2,132		SA ACQarium	\$ -	\$ -	\$ -
Tina Warwick	Starlightfire works 512.801.5492	Fireworks		Low Estim	High Estim	\$ 20,000		BILL MILLERS	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 12,500	\$ 20,000	CHA CHA'S	\$ -	\$ -	\$ -
						\$ 12,500		IHOP	\$ -	\$ -	\$ -
		AMUSEMENT RIDES						AUDIO SOLU	\$ -	\$ -	\$ -
				Low Estim	High Estim	\$ 20,000		PETSMART	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 11,000	\$ 20,000	OFFICE DEPOT	\$ -	\$ -	\$ -
						\$ -		CVS	\$ -	\$ -	\$ -
		DECORATIONS						WALGREENS	\$ -	\$ -	\$ -
	1-800-228-0475	Oriental Trade- Flags, Pins Fans				\$ 1,340		NISD	\$ -	\$ -	\$ -
	MISCELLANEOUS	PARTY CITY/HOBBY LOBBY/CANDY				\$ 338		WELLS FARGO	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 1,678		BUSH'S	\$ -	\$ -	\$ -
						\$ 1,678		MISC.		\$ 3,232	\$ 19,908
		STAGE COST						TOTAL	\$ 83,085	\$ 86,899	\$ 88,828
		Booths- 30				\$ 2,210					
		32x8 Stage with unfolding Roof				\$ 2,300					
		Sound, Lights & Backline Main Stage				\$ 6,500		ESTIMATED	\$ 37,085	\$ 37,817	\$ 38,643
		Electrician				\$ 4,995					
						\$ 16,005			\$ 46,000	\$ 49,082	\$ 50,185
		SUBTOTAL				\$ 16,005	\$ 16,005				<u>City</u>
		Total		Low Estim		\$ 95,817	\$ 95,817	NET +/-	\$ (12,732)		
						\$ 40,667	High Estimate		\$ 5,333		

2016 4th of July

Celebration Budget

2016 4th of July Celebration Budget											
Contact Person	Contact Number	Expenses				2016 Estimated	2016 Actual	Revenues	2016	2015	2014
		Name				Amount	Amount	Name	Amount	Amount	Amount
		ENTERTAINERS						H.E.B.	\$ -	\$ -	\$ -
								WALMART	\$ -	\$ -	\$ -
Mark Rodriguez	210.391.7595	Finding Fridays				\$ 1,600		TARGET	\$ -	\$ -	\$ -
Allan Hendricks on	210-787-0290	Allan Hendrickson				\$ 1,000		CITY	\$ 46,000	\$ 49,082	\$ 50,185
Juan Felan	<juanffelan@sbcglobal.net>	Jennifer Felan				\$ 500		LVEDC	\$ 15,000	\$ 15,000	\$ -
Vincent	210-849-5570	Eclipse				\$ 1,600		LVEDC ADV	\$ 2,500	\$ 2,500	\$ -
Vincent	210-849-5570	BadFunkybones				\$ 1,250		ANCIRA	\$ 2,500	\$ -	\$ 15,000
		B LEVEL ACTS				\$ 2,700		UHAUL STOR	\$ 10,000	\$ 10,000	
		SUBTOTAL				\$ 8,650		RBFCU	\$ -	\$ -	\$ 1,000
						\$ 5,950		MIRACLE	\$ 1,000	\$ 1,000	\$ 1,000
		PORT O UNITS						BRING YOUR	\$ -	\$ -	\$ -
Heather	512-738-4599	Porta Potties				\$ 1,570		TELLEZ TAM	\$ 500	\$ 500	\$ 500
Lisa	210- 340-2007	Porto Cool				\$ 833		BOOTH REV	\$ 2,715	\$ 2,715	\$ 1,235
		SUBTOTAL				\$ 2,403		BEV CONC	\$ 2,870	\$ 2,870	\$ -
						\$ 2,403		WALGREEN	\$ -	\$ -	\$ -
		ADVERTISING						CONN'S	\$ -	\$ -	\$ -
Kandice	210-732-7874	Banners Allied 19 Banners				\$ 9,287		STARBUCKS	\$ -	\$ -	\$ -
	785-2168	IHeart Media- 56 ad spots				\$ 1,790		DIAMOND SHINE	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 11,077		VALERO	\$ -	\$ -	\$ -
						\$ 2,132		DICKEY'S	\$ -	\$ -	\$ -
								HOBBY LOBBY	\$ -	\$ -	\$ -
Tina Warwick	Starlightfire works 512.801.5492	Fireworks			Low Estimate	High Estim	\$ 20,000	SA ACqarium	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 12,500	\$ 20,000	BILL MILLERS	\$ -	\$ -	\$ -
						\$ 12,500		CHA CHA'S	\$ -	\$ -	\$ -
		AMUSEMENT RIDES						IHOP	\$ -	\$ -	\$ -
								AUDIO SOLU	\$ -	\$ -	\$ -
					Low Estimate	High Estim	\$ 20,000	PETSMART	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 11,000	\$ 20,000	OFFICE DEPOT	\$ -	\$ -	\$ -
						\$ -		CVS	\$ -	\$ -	\$ -
		DECORATIONS						WALGREENS	\$ -	\$ -	\$ -
	1-800-228-0475	Oriental Trade- Flags, Pins Fans				\$ 1,340		NISD	\$ -	\$ -	\$ -
	MISCELLANEOUS	PARTY CITY/HOBBY LOBBY/CANDY				\$ 338		WELLS FARGO	\$ -	\$ -	\$ -
		SUBTOTAL				\$ 1,678		BUSH'S	\$ -	\$ -	\$ -
						\$ 1,678		MISC.		\$ 3,232	\$ 19,908
		STAGE COST						EVENT PLANNER		\$ 17,500	\$ 12,000
		Booths- 30				\$ 2,210		TOTAL	\$ 83,085	\$ 104,399	\$ 88,828
		32x8 Stage with unfolding Roof				\$ 2,300		ESTIMATED	\$ 37,085	\$ 37,817	\$ 38,643
		Sound, Lights & Backline Main Stage				\$ 6,500			\$ 46,000	\$ 49,082	\$ 50,185
		Electrician				\$ 4,995					<u>City</u>
						\$ 16,005					
		SUBTOTAL				\$ 16,005	\$ 16,005				
		Total				Low Estimate	\$ 95,817		NET +/-	\$ (12,732)	
						\$ 40,667	High Estimate		\$ 5,333		

City of Leon Valley
2016
4th of July Celebration
Event Update

City Council Meeting
2-16-16

Event Overview

- To update City Council on the preliminary budget and planning for the 2016 4th of July Celebration.
- 5 acts have been verbally confirmed with 3 submitting invoices thus far. The other 2 are in process
- 2 stages from SA Parks and Rec. have been secured at a savings of \$6,100.00
- Lighting, Backline and Sound have been secured
- Generator Power source has been secured

Event Overview

- 5 amusement rides have been reserved-with generators and ride technicians
- 2 food vendors have been secured. All of the others from last year have been contacted
- Porta potties, 3/14 proposed street banners, large tent from Sunset Funeral Home, and porta cools secured
- 2 Fireworks quotes received, for 3 launch point display
- 2/3 required Electrical quotes for booth wiring have been sourced

Event Overview

- HEB, Walmart, Miracle Body, Tejanita's, LVACC, LVEDC, Ancira and Bring Your Own Parts have received Sponsorship request letters or visits

Fiscal Impact

- The YTD expenditures are projected to be between \$40,667.05 and \$95,817 given the current.

.

			\$ 832.50		BOOTH REV	\$ 2,715.00	\$ 2,715.00	\$ 1,235.00		
					BEV CONC	\$ 2,870.00	\$ 2,870.00	\$ -		
					WALGREEN	\$ -	\$ -	\$ -		
					CONN'S	\$ -	\$ -	\$ -		
					STARBUCKS	\$ -	\$ -	\$ -		
					DIAMOND					
ad spots			\$ 1,790.00		SHINE	\$ -	\$ -	\$ -		
					VALERO	\$ -	\$ -	\$ -		
					DICKEY'S	\$ -	\$ -	\$ -		
					HOBBY LOBBY	\$ -	\$ -	\$ -		
Low Estimate	High Estimate		\$ 20,000.00		SA ACQarium	\$ -	\$ -	\$ -		
\$12,500	\$ 20,000.00				BILL MILLERS	\$ -	\$ -	\$ -		
\$ 12,500.00					CHA CHA'S	\$ -	\$ -	\$ -		
Low Estimate	High Estimate		\$ 20,000.00		IHOP	\$ -	\$ -	\$ -		
\$11,000	\$ 20,000.00				AUDIO SOLU	\$ -	\$ -	\$ -		
\$ -					PETSMART	\$ -	\$ -	\$ -		
					OFFICE DEPOT	\$ -	\$ -	\$ -		
					CVS	\$ -	\$ -	\$ -		
					WALGREENS	\$ -	\$ -	\$ -		
ags, Pins Fans			\$ 1,340.00		NISD	\$ -	\$ -	\$ -		
Y LOBBY/CANDY			\$ 337.55		WELLS FARGo	\$ -	\$ -	\$ -		
					BUSH'S	\$ -	\$ -	\$ -		
					MISC.		\$ 3,231.83	\$ 19,907.69		
					TOTAL					
					REVENUE	\$ 80,585.00	\$ 86,898.83	\$ 88,827.69		
nfolding Roof			\$ 2,210.00							
ackline Main Stage			\$ 2,300.00		ESTIMATED	\$ 34,585.00	\$ 37,816.83	\$ 38,642.69	Non-City Contribution	
			\$ 4,995.00							
			\$ 16,005.00			\$ 46,000.00	\$ 49,082.00	\$ 50,185.00	City Contribution	
\$ 16,005.00	\$ 16,005.00									
Low Estimate	\$ 95,817.05	\$ 95,817.05	\$ -							
					REVENUE & EXPENSES					
\$ 40,667.05		High Estimate			NET +/-	\$ (15,232.05)				
						\$ 5,332.95				

SEE & STRATEGIC GOALS

- Social – To provide family focused community events that promote Leon Valley's recreation and business opportunities.

STRATEGIC GOALS

- Increase public awareness of the City and the various services that it provides
- Promote a positive public image of the City

STRATEGIC GOALS

Economic – Increase Sales and Property Tax Revenues within the City by promoting and increasing awareness of Leon Valley as a destination for visiting, shopping, dining and doing business.

Environmental – N/A

Next Steps

- Continue to solidify event elements
- Continue to seek out community sponsorships
- Reach out to other City Departments and committees for input on planning and needed resources
- Look to have 80-85% of event elements in place by the end of March and 95% by the beginning of May

Questions?

MAYOR AND COUNCIL COMMUNICATION

DATE: February 16, 2016 **M&C # 2016-02-16-06**

TO: Mayor and Council

FROM: Darrick Green, Communications Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: **In-Kind Grant Assistance Program** (501c3, non profit, charitable, government, etc.)

PURPOSE

The City of Leon Valley has developed a grant program in effort to meet the growing demand of in kind assistance requests by local community organizations and entities. In kind assistance is described as provision of service(s) from City human and/or plant resources – NOT financial resources.

SEE LEON VALLEY

Social – The in kind assistance is designed to increase revenues within the City by fostering public/private partnerships that promote Leon Valley as a destination for visiting, shopping, dining and doing business.

Economic – To assist Leon Valley businesses in the marketing and promotion of their businesses.

Environmental – N/A

FISCAL IMPACT

Ideally, the city would be able to provide the requested In-Kind Assistance utilizing comp/flex time. The ability to determine actual cost would be better analyzed after a 3-4 month period post implementation. Hence, some data would be available to establish a baseline.

STRATEGIC GOALS

Increase revenues within the City by fostering public/private partnerships that promote Leon Valley as a destination for visiting, shopping, dining and doing business.

RECOMMENDATION

Approve the implementation of the In-Kind Grant Assistance program for eligible (501c3, non profit, charitable, government, etc.)

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



IN-KIND ASSISTANCE GRANT

Grant Policy:

The City of Leon Valley has created the “In-Kind Assistance Grant Program” to meet the growing demand of in-kind assistance requests by local community organizations. Under this grant program, in-kind assistance does not include financial resources, but it may include providing City personnel, equipment or other services to:

- Promote Leon Valley as a destination for visiting shopping, and dining;
- Stimulate business and commercial activity in the City; and
- Serve a public purpose.

Applicants eligible to apply are non-profit organizations, charitable organizations, government entities, religious organizations, schools, or other tax-exempt organizations. Proof of organization status is required.

Grant applications are due:

- September 1st for events scheduled October 1 – December 1
- November 1st for events scheduled December 1- February 1
- February 1st for events scheduled March 1 – May 1
- May 1st for events scheduled June 1 – September 1

Application Guidelines:

Applicants must submit a completed application along with supporting documentation. Incomplete applications will not be considered. All applications will be reviewed and scored by the In-Kind Assistance Grant Committee who will make recommendations to the Leon Valley City Council. The Leon Valley City Council will make all final decisions. Scoring is based on the following areas:

- (1) Qualifying organization/entity;
- (2) Outstanding debt with the City of Leon Valley, if any;
- (3) Generation of additional sales and tax revenues in Leon Valley;
- (4) Opportunity for community and visitor participation; and
- (5) Availability of requested City resources.

Applicants are eligible to apply only once from October 1 – September 30 of each year. Applicants applying for in-kind assistance for an annual event that was supported by a previous in-kind City assistance grant must submit a financial report indicating whether the previous event was profitable. All applicants that are awarded in-kind assistance from the City must return a completed “post event report form” within seven calendar days after the event. Delinquent post event reports will disqualify organizations from future in-kind services for one calendar year from date of event.

The In-Kind Assistance Grant Committee will update a list of City services eligible for in-kind assistance on a quarterly basis available at www.leonvalleytexas.gov. This list will also include the fees associated with each in-kind service to help the applicant fill out the budget for the proposed event.



Marketing Guidelines:

Event sponsor signage or any promotional materials (brochures, website, advertisements, etc.) are required to include an approved City of Leon Valley logo with the www.leonvalleytexas.gov website below the logo. Contact the City Communications Office, (210) 684-1391 ext.253 for approval and logo.

In-Kind Assistance Grant Committee:

The In-Kind Assistance Grant Committee will meet within one week after the application deadline to evaluate, score and make a determination for approval or denial of assistance requests. All applicants will be notified in writing of the Committee's recommendations to the Leon Valley City Council. The Leon Valley City Council makes all final decisions.

Application Instructions:

Please complete the attached application form and provide the following documentation:

- (1) Proof of status (i.e. 501c3, non-profit, charitable, government, etc.);
- (2) Description of proposed event;
- (3) Budget for proposed event (must use format provided);
- (4) List of all in-kind assistance being requested; and
- (5) Marketing plan for proposed event, including identification and appropriateness of target audience.



IN KIND ASSISTANCE GRANT APPLICATION

<i>Organization Name</i>			
<i>Address</i>	<i>City</i>	<i>State</i>	<i>Zip Code</i>
<i>Telephone Number</i>		<i>Mobile Number</i>	
<i>Type of Organization (Check all that apply)</i>			
<input type="checkbox"/> Non-Profit	<input type="checkbox"/> Government Entity	<input type="checkbox"/> Charitable	
<input type="checkbox"/> Religious	<input type="checkbox"/> Tax-Exempt	<input type="checkbox"/> School	
<input type="checkbox"/> Other (please specify)			

Please answer these questions.

- (1) Event Name, Date and Location
- (2) Event Set-up Date and Time
- (3) Event Breakdown/Clean-Up Date & Time
- (4) If event is a fundraiser, what will fundraising funds be used for?
- (5) List all other sources of funding for this event such as admission fee, donations, grants, etc.
- (6) Will your event allow the sale or consumption of alcohol? If yes, have you already obtained the proper state permits? Please attach copy of permits.
- (7) What benefits will the City of Leon Valley receive from this event?
- (8) Describe the in-kind services that you are requesting such as security, facility usage, electrical, booth set-up, stage set-up, clean-up, transportation, barricades, etc.
- (9) Has this organization or project previously received in-kind City services? If yes, please provide the details, including the monetary value of the resources.
- (10) If this is a second or third request for assistance, please tell us what's new, improved, expanded, or innovative about this year's proposed project compared to previous applications.
- (11) Who is your target audience for this project? Please be as specific as possible regarding your target audience and expected number of participants.
- (12) Please describe your specific plans to market and promote the proposed project.

Please attach the answers to the above-questions, the attached project budget and all other supporting documents and mail or hand-deliver to:

City of Leon Valley, Communications Department
 6400 El Verde Rd.
 Leon Valley, Texas 78238



IN-KIND ASSISTANCE GRANT

Post Event Form

Within seven calendar days after the completion of the event supported by the In-Kind Assistance Grant, the applicant will provide a detailed report including the following documentation and information:

1. Documents illustrating the event planning process: Include any sample promotional information such as fliers, press releases, invitations, presenter and volunteer lists, event schedules and maps, evaluation forms, photo releases, and any other useful documents generated in the process.
2. Documentation of participants, activities, and participant evaluations: Include any photo-released digital images, video or print photographs, quotes or written statements from participants, copies of any photographs or articles resulting from media coverage of the event.
3. Post-event self-evaluation and summary of accomplishments: Include number of participants, number of volunteers, number and names of partnering organizations, self-evaluation of effectiveness in meeting stated goals, and other appropriate additional information.
4. Final Project/Event Budget: Include all actual event expenditures and all funding sources, including the in-kind received from the City of Leon Valley.

**Please submit the above information and all other supporting documents by mail or hand deliver to: City of Leon Valley - Communications Department
6400 El Verde Rd, Leon Valley, TX 78238**

PROJECT BUDGET

PROJECT EXPENDITURES	Applicant Contribution In-Cash	Applicant Contribution In-Kind (value)	City Resources Requested
Personnel Costs: Wages, salaries, fees and fringe benefits			
Contracted Services/Specialist			
Production, exhibition, event, materials & Equipment costs			
Marketing and Promotion Costs			
Licenses, permits and other fees			
Administration and overhead costs			
Other Expenditures			
TOTAL EXPENDITURES	-	-	-

PROJECT REVENUE			
Earned Income for the project: Sales, memberships, etc.			
Support from other sources:			
Cash Support			
Applicant's contribution			
In-kind support			
TOTAL REVENUE	-	-	-

Amount requested from City of Del Rio

_____ -

City of Leon Valley
2016
In-Kind Grant
Assistance Program

City Council Meeting
2-16-16

Program Overview

- The City of Leon Valley has created the “In-Kind Assistance Grant Program” to meet the growing demand of in-kind assistance requests by local community organizations. Under this grant program, in-kind assistance does not include financial resources, but it may include providing City personnel, equipment or other services to:
 - Promote Leon Valley as a destination for visiting shopping, and dining;
 - Stimulate business and commercial activity in the City; and
 - Serve a public purpose.

Program Overview

- Applicants eligible to apply are non-profit organizations, charitable organizations, government entities, religious organizations, schools, or other tax-exempt organizations. Proof of organization status is required.

Fiscal Impact

- Ideally, the city would be able to provide the requested In-Kind Assistance utilizing comp/flex time. The ability to determine actual cost would be better analyzed after a 3-4 month period post implementation. Hence, some data would be available to establish a baseline.

SEE & STRATEGIC GOALS

- **Social –**
- Promote Leon Valley as a destination for visiting shopping, and dining;
- Stimulate business and commercial activity in the City; and
- Serve a public purpose.

STRATEGIC GOALS

Economic – Increase Sales and Property Tax Revenues within the City by promoting and increasing awareness of Leon Valley as a destination for visiting, shopping, dining and doing business.

Environmental – N/A

Next Steps

- Approve the implementation of an official In-Kind Grant Assistance Program Policy.

Questions?

MAYOR AND COUNCIL COMMUNICATION

DATE: February 16, 2016 **M&C # 2016-02-16-07**

TO: Mayor and Council

FROM: Kelly Kuentler, City Manager

SUBJECT: Discussion of Organizational chart

PURPOSE

The Purpose is to update the City Council on the City of Leon Valley's organizational chart. At the top of the organizational chart are the citizens of Leon Valley followed by the Mayor and City Council. The Advisory Boards, Commissions and City Auditor report to the City Council. The City of Leon Valley is a General Law City, which has adopted a City Manager form of government. The City Manager is the person not publicly elected, but appointed by a city council to manage the administration of city. The City Manager is responsible for nine departments. The Departments are as follows:

- 1) **Administration** which consists of the following:
 - a. Assistant City Manager/HR Director
 - i. Personnel Management
 - ii. Safety-Risk Management
 - iii. Benefit Administrator
 - iv. Special Projects
 - v. IT Specialist
 - b. Executive Assistant to the City Manager
 - i. Mayors Liaison
 - ii. Council Liaison
 - c. City Secretary
 - i. Agendas/Minutes
 - ii. Records Management
 - iii. Public Information
 - iv. Animal and Code Compliance
 - v. Elections
 - d. City Attorney/City Prosecutor
 - i. Municipal Court
- 2) **Fire & EMS** Department
 - i. Emergency Management
 - ii. Inspections
- 3) **Police** Department
 - i. Law Enforcement
 - ii. Traffic Control

- iii. Criminal Investigations
- 4) **Public Works**
 - i. Street Maintenance
 - ii. Drainage Maintenance
 - iii. Stormwater
 - iv. Parks
 - v. Fleet Service
 - vi. Traffic Engineer
 - vii. Water/ Wastewater
 - viii. Solid Waste
 - ix. Utility Billy
- 5) **Finance**
 - i. Accounting/ Budget
 - ii. Procurement Services
 - iii. Payroll
- 6) **Communications**
 - i. Grant Administration
 - ii. City Festivals
 - iii. City Recreational Activities
 - iv. Public Outreach
- 7) **Community Development**
 - i. Planning & Zoning
 - ii. Permits Licenses
 - iii. Community Events
 - iv. Building Inspections
 - v. Facilities
 - vi. Health Inspections
- 8) **Library**
 - i. Leon Valley Library Board
 - ii. Manage the Leon Valley Library
- 9) **Economic Development**
 - i. LVEDC Support
 - ii. Business Recruitment
 - iii. Business Retention

FISCAL IMPACT

All positons are currently budgeted.

RECOMMENDATION

none

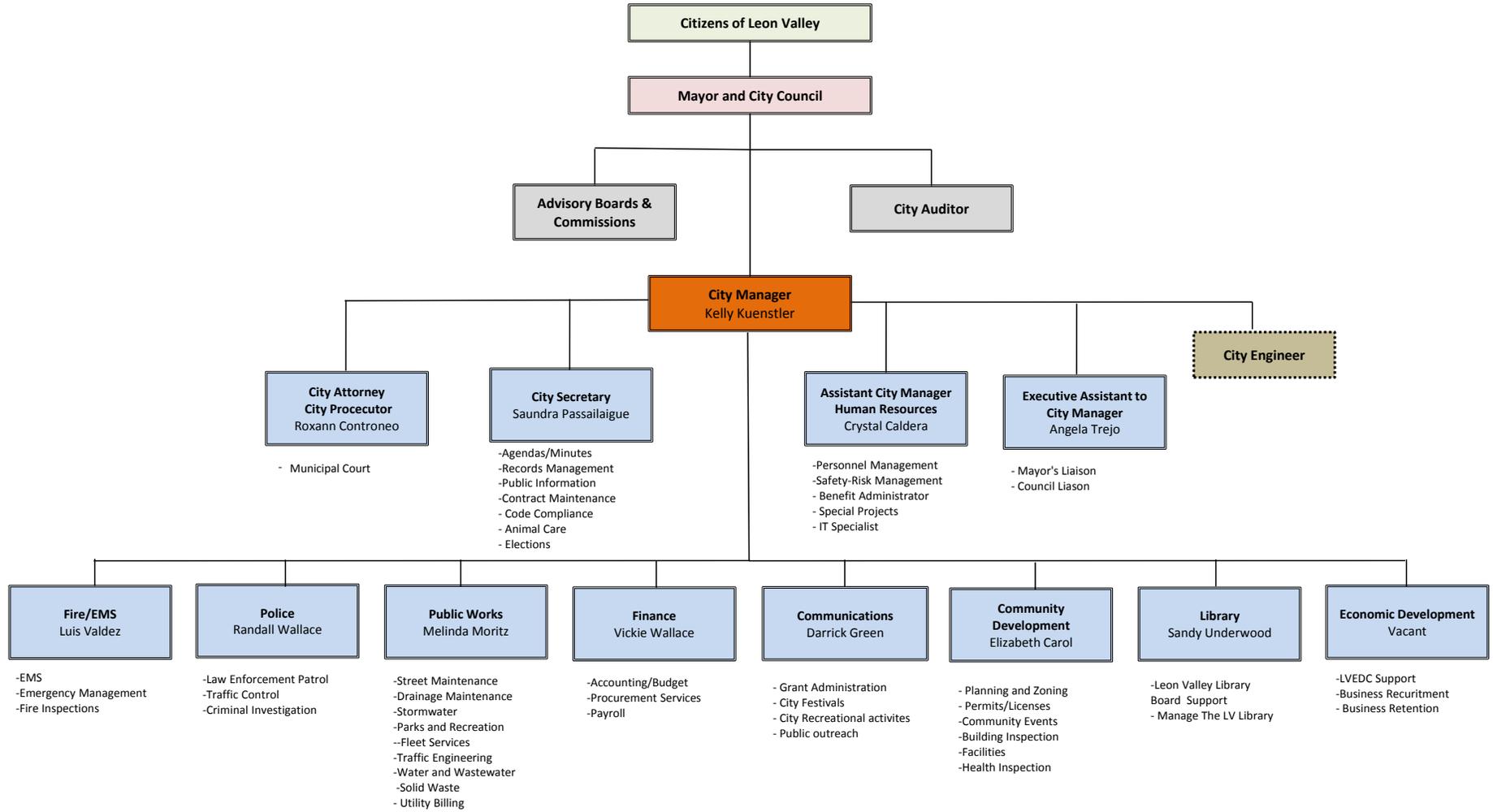
APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley Organizational Chart



MAYOR AND COUNCIL COMMUNICATION**M&C#: #2016-02-16-08**

DATE: February 16, 2016

TO: Mayor and Council

FROM: Luis Valdez, Fire Chief
Vickie Wallace, Finance Director

THROUGH: Kelly Kuenstler, City Manager

SUBJECT: PRESENTATION, DISCUSSION AND POSSIBLE ACTION ON FUNDING
OPTIONS FOR FIRE ENGINE REPLACEMENT

PURPOSE

The City's fire engine is currently out of service and in need of extensive repairs that are estimated at \$41,000. The fire engine is 25 years old and has exceeded its life expectancy.

The fire engine is the city's primary fire response apparatus and essential to the protection of its citizens and property. The fire engine also serves as the primary response vehicle for traffic accidents, rescues, and support to high priority EMS responses.

The department is recommending the purchase of a "Sutphen" pumper as its new fire engine. The cost, as specified for the City of Leon Valley is \$491,047.

Due to the length of the build process expected to take six to ten months, the Fire Department is seeking approval to order a new fire engine as soon as possible. The fire department will present to Council a final requested budget adjustment if the delivery is prior to the end of fiscal year 2016, or will present in the budget presentation of fiscal year 2017.

Funding options include; a lease/purchase, or payment in full through CIED fund.

FISCAL IMPACT

\$491,047

STRATEGIC GOALS

N/A

SEE LEON VALLEY

Social – The new fire engine will work to enhance the life safety of the public.

Economic – Maintains ISO rating, and better protects buildings.

Environmental – A new fire engine would work to extinguish fires and meet modern approved emission standards.

RECOMMENDATION

Grant permission for the fire department to move forward with ordering a new fire engine.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Leon Valley Fire Department Fire Engine

City of Leon Valley
City Council Meeting
February 16, 2016

Purpose

- The City's fire engine is currently out of service and in need of extensive repairs that are estimated at \$41,000
- The fire engine is 25 years old and has exceeded its life expectancy
- The Fire Department is seeking approval to order a new fire engine

Background

- The fire department is equipped with a 1991 fire engine that serves as the primary fire response apparatus
- The primary advantages of a fire engine are; tank capacity, size, and compartment space and equipment
- The city's fire engine scored 8.24 out of 10 possible points in the March 2014 ISO survey
- In January, while responding to an emergency the Engineer reported having lack of power and eventually the fire engine was unable to respond

Evaluation

- An estimate of repairs totaling \$41,254 was provided
- This includes replacing the leaking tank - \$20,000
- The department then reviewed the quote to determine the *minimum* needed to make the vehicle safe to operate (broken steering column, etc.)
 - Estimated at \$10,300
- *This does not include the cost of the tank, or any other work to the motor, transmission or suspension*

Options

1. Pay an additional \$41,654 in repairs to make the fire engine safe and operational
2. Order a new fire engine now and receive in 6 months

Recommendation

- The department recommends replacement
- The department will operate with two aerials in response to all structure fires, and our Brush Truck as a rescue support vehicle
- The Fire Department Apparatus Committee reviewed, and made the following recommendation for a new fire engine
 - Purchase a Sutphen Pumper that can be purchased through Texas State Buy Board. (drawing and specification available)
 - The cost of the new fire engine is \$491,047
 - For comparison, the new “Pierce” fire engines that were recently ordered for SAFD cost \$700,000

Recommendation

Continued

- The Fire Chief and Assistant Fire Chief have reviewed the specification and concur with Apparatus Committee
- Once order is placed through a Purchase Order on Texas Buy Board, the build process takes an estimated 6 months

Funding Options

- Purchase outright using General Fund Capital Reserve
 - \$2,779,000
- Use CIED funds that were transferred to the General Fund in FY 2016
 - \$645,000
 - If purchased outright the City would receive a discount of \$10,127.39
 - Total cost would be \$480,919.61
- Lease Purchase with a 3 to 5 year term
 - First payment would be due November 1, 2016 (FY 2017)

Funding Options

Lease Purchase

Frost Bank

Term	Principal	Lease Rate	Lease Cost	Total
3 years	\$ 491,047	2.26%	\$ 18,744	\$ 509,791
4 years	\$ 491,047	2.36%	\$ 25,556	\$ 516,603
5 years	\$ 491,047	2.43%	\$ 32,531	\$ 523,578

Leasing 2

Term	Principal	Lease Rate	Lease Cost	Total
3 years	\$ 491,047	2.71%	\$ 22,524	\$ 513,571
4 years	\$ 491,047	2.74%	\$ 29,651	\$ 520,698
5 years	\$ 491,047	2.76%	\$ 36,813	\$ 527,860

Funding Options

Lease Purchase Continued

Frost Bank

Term	Annual Payment
3 years	\$ 169,930
4 years	\$ 129,151
5 years	\$ 104,716

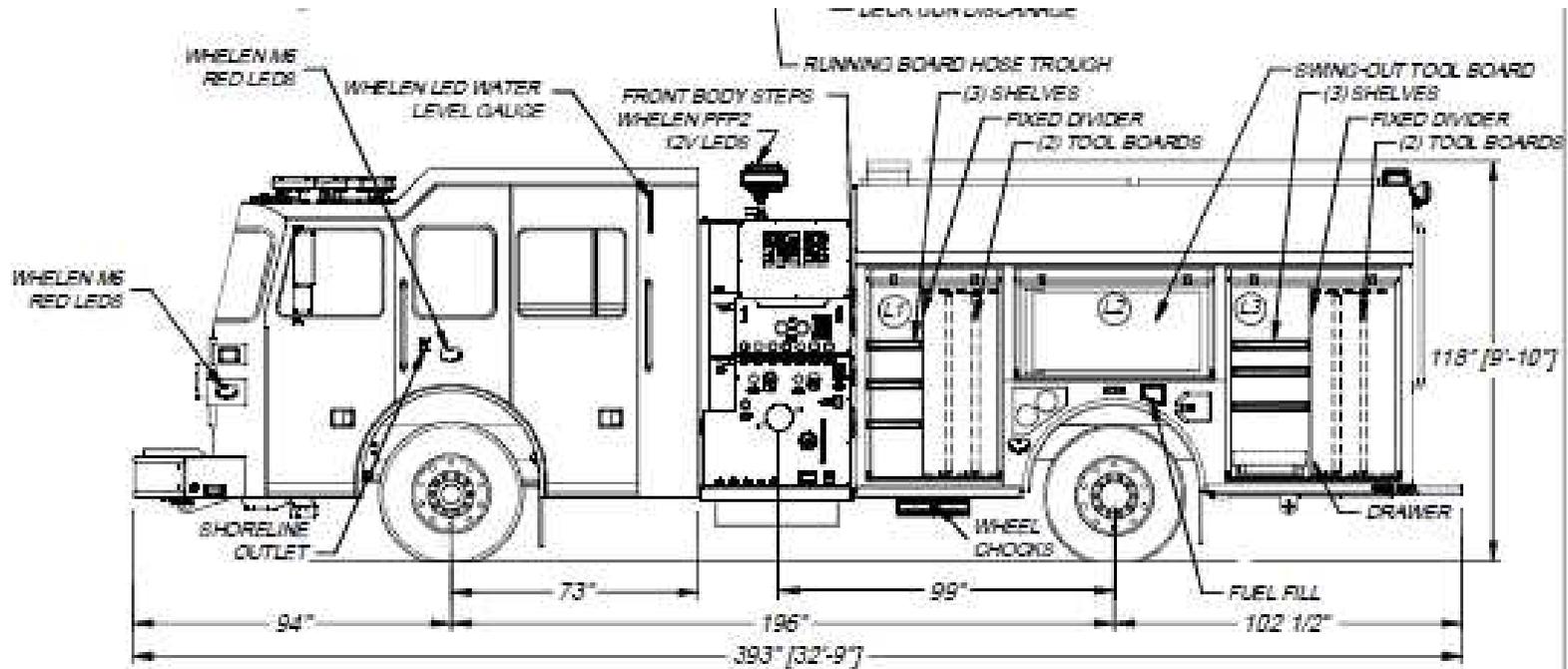
Leasing 2

Term	Annual Payment
3 years	\$ 171,190
4 years	\$ 130,175
5 years	\$ 105,572

Recommendation

- Grant permission for the fire department to move forward with ordering a new fire engine
- Approve financing option
- If Council selects the lease purchase option staff recommends Frost Bank for the funding

Sutphen Pumper



			DESIGNED BY:	 SUTPHEN LEON VALLEY FIRE DEPARTMENT SAN ANTONIO, TX	
			DRAWN BY:		
			DATE:		
DATE:	JRH	11/14/2014	DATE:	11/12/2014	
	JRH	11/12/2014	SPR. FACILITY:	SPRINGFIELD	
DESCRIPTION:			BY:	DATE:	
<small>*THIS DRAWING IS A PRELIMINARY DESIGN AND IS NOT TO BE USED IN ANY MANNER DEPENDENT ON THE EXTENT OF SUTPHEN CORPORATION'S LIABILITY.</small>					
				PROGRAM #:	42-0000

Sutphen Pumper



SEE Vision Statement

Social – The new fire engine will work to enhance the life safety of the public.

Economic – Replacement maintains ISO rating

Environmental – A new fire engine would be manufactured with and meet more modern emission standards

Leon Valley Fire Department Fire Engine

City of Leon Valley
City Council Meeting
February 16, 2016

MAYOR AND COUNCIL COMMUNICATION**M&C #2016-02-16-09**

DATE: February 16, 2016

TO: Mayor and City Council

FROM: Kelly Kuenstler, City Manager

SUBJECT: Approve a Resolution and related Acquisition Fund Agreement authorizing the City of Leon Valley to enter into a Lease Purchase Agreement with Frost Bank for the Purchase of a Fire Engine

PURPOSE

Council authorized the purchase of a Fire Engine with funding through a Lease Purchase Agreement to replace the City's fire engine that is currently out of service and in need of extensive repairs that are estimated at \$41,000. The fire engine is 25 years old and has exceeded its life expectancy.

The fire engine is the city's primary fire response apparatus and essential to the protection of its citizens and property. The fire engine also serves as the primary response vehicle for traffic accidents, rescues, and support to high priority EMS responses.

Staff now needs the City Council to officially approve a Resolution and related Acquisition Fund Agreement with Frost Bank to purchase the Fire Engine through a Lease Purchase Agreement

FISCAL IMPACT

Funding for the Fire Engine is coming from a Lease Purchase Agreement with Frost Bank.

RECOMMENDATION

Staff recommends approval of a Lease Purchase Agreement with Frost Bank for the purchase of a Fire Engine with the first payment starting November 1, 2016.

S.E.E. IMPACT STATEMENT

Social – The new fire engine will work to enhance the life safety of the public.

Economic – Maintains ISO rating, and better protects buildings.

Environmental – A new fire engine would work to extinguish fires and meet modern approved emission standards.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAGUE, TRMC
City Secretary

ACQUISITION FUND AGREEMENT

This **ACQUISITION FUND AGREEMENT**, dated as of February 16, 2016, by and between the City of Leon Valley, Texas, a political subdivision of the state of Texas (hereinafter referred to as "Lessee") and **THE FROST BANK**, a national banking association (hereinafter referred to as "Acquisition Fund Custodian").

Reference is made to that certain Municipal Equipment Lease/Purchase Agreement dated as of even date herewith between Acquisition Fund Custodian and Lessee (hereinafter referred to as the "Lease"), covering the acquisition and lease of certain equipment described therein (the "Equipment"). It is a condition of the Lease that the proceeds (an amount not to exceed \$*) be deposited into an escrow under terms satisfactory to the Acquisition Fund Custodian, for the purpose of fully funding the Lease, and providing a mechanism for the application of such amounts to the purchase of and payment for the Equipment.

The parties agree as follows:

1. Creation of Acquisition Fund.

(a) There is hereby created a special trust fund to be known as the "**City of Leon Valley Fire Engine Lease Account**" Account #* (the "Acquisition Fund") to be held in trust by the Acquisition Fund Custodian for the purposes stated herein, for the benefit of the Lessee, to be held, disbursed and returned in accordance with the terms hereof.

(b) The Acquisition Fund Custodian shall invest and reinvest moneys on deposit in the Acquisition Fund in any investment authorized under the Public Funds Investment Act, V.T.C.A. Government Code § 2256.001 et. seq. ("Permitted Investments") in accordance with written instructions received from the Lessee. The Lessee shall be solely responsible for ascertaining that all proposed investments and reinvestments are Permitted Investments and that they comply with federal, state and local laws, regulations and ordinances governing investment of such funds and for providing appropriate notice to the Acquisition Fund Custodian for the reinvestment of any maturing investment. Accordingly, the Acquisition Fund Custodian shall not be responsible for any liability, cost, expense, loss or claim of any kind, directly or indirectly arising out of or related to the investment or reinvestment of all or any portion of the moneys on deposit in the Acquisition Fund, and the Lessee agrees to and does hereby release the Acquisition Fund Custodian from any such liability, cost, expenses, loss or claim. Interest on the Acquisition Fund shall become part of the Acquisition Fund, and gains and losses on the investment of the moneys on deposit in the Acquisition Fund shall be borne by the Acquisition Fund.

(c) Unless the Acquisition Fund is earlier terminated in accordance with the provisions of paragraph (d) below, amounts in the Acquisition Fund shall be disbursed by the Acquisition Fund Custodian in payment of amounts described in Section 2 hereof, as is more fully described in Section 2 hereof. If the amounts in the Acquisition Fund are insufficient to pay such amounts, the Lessee shall provide any balance of the funds needed to complete the acquisition of the Equipment. Any moneys remaining in the Acquisition Fund after acquisition of all Equipment shall be applied as provided in Section 4 hereof.

(d) The Acquisition Fund shall be terminated at the earliest of (i) the final distribution of amounts in the Acquisition Fund, (ii) the occurrence of an Event of Default or termination of the Lease due to an Event of Nonappropriation (as defined in the Lease) or (iii) twelve (12) months from the date hereof.

(e) The Acquisition Fund Custodian may act in reliance upon any writing or instrument or signature which it, in good faith, believes to be genuine and may assume the validity and accuracy of any statement or assertion contained in such a writing or instrument. The Acquisition Fund Custodian shall not be liable in any manner for the sufficiency or correctness as to form, manner of execution, or validity of any instrument nor as to the identity, authority, or right of any person executing the same; and its duties hereunder shall be limited to the receipt of such moneys, instruments or other documents received by it as the Acquisition Fund Custodian, and for the disposition of the same in accordance herewith.

(f) Unless the Acquisition Fund Custodian is guilty of negligence or willful misconduct with regard to its duties hereunder, the Lessee agrees to and does hereby, to the extent permitted by law, release and indemnify the Acquisition Fund Custodian and hold it harmless from any and all claims, liabilities, losses, actions, suits or proceedings at law or in equity, or any other expense, fees or charges of any character or nature, which it may incur or with which it may be threatened by reason of its acting as Acquisition Fund Custodian under this agreement; and in connection therewith,

does to the extent permitted by law indemnify the Acquisition Fund Custodian against any and all expenses; including reasonable attorneys' fees and the cost of defending any action, suit or proceeding or resisting any claim.

(g) The Acquisition Fund Custodian shall otherwise not be liable for any mistakes of fact or errors of judgment, or for any acts or omissions of any kind unless caused by its negligence or willful misconduct.

(h) The Lessee shall reimburse the Acquisition Fund Custodian for all reasonable costs and expenses, including those of the Acquisition Fund Custodian's attorneys, agents and employees incurred for extraordinary administration of the Acquisition Fund and the performance of the Acquisition Fund Custodian's powers and duties hereunder in connection with any Event of Default under the Lease.

2. Acquisition of Property.

(a) Acquisition Contracts. The Lessee will arrange for, supervise and provide for, or cause to be supervised and provided for, the acquisition of the Equipment, with moneys available in the Acquisition Fund. The Lessee represents the estimated costs of the Equipment are within the funds estimated to be available therefor. The Acquisition Fund Custodian shall have no liability under any of the acquisition or construction contracts. The Lessee shall obtain all necessary permits and approvals, if any, for the acquisition, equipping and installation of the Equipment, and the operation and maintenance thereof.

(b) Authorized Acquisition Fund Disbursements. Disbursements from the Acquisition Fund shall be made for the purpose of paying (including the reimbursement to the Lessee for advances from its own funds to accomplish the purposes hereinafter described) the cost of acquiring the Equipment.

(c) Requisition Procedure. Prior to disbursement from the Acquisition Fund there shall be filed with the Acquisition Fund Custodian a requisition for such payment in the form of the Disbursement Request attached hereto, stating each amount to be paid and the name of the person, firm or corporation to whom payment thereof is due. No disbursement from the Acquisition Fund shall be made unless and until the Acquisition Fund Custodian has approved such requisition. Each such requisition shall be signed by an authorized representative of the Lessee (an "Authorized Representative") and by Acquisition Fund Custodian, and shall be subject to the following:

1. Delivery to the Acquisition Fund Custodian of a certificate of the Lessee to the effect that:

(i) an obligation in the stated amount has been incurred by the Lessee, and that the same is a proper charge against the Acquisition Fund for costs relating to the Equipment identified in the Lease, and has not been paid; (ii) the Authorized Representative has no notice of any vendor's, mechanic's or other liens or rights to liens, chattel mortgages, conditional sales contracts or security interest which should be satisfied or discharged before such payment is made; (iii) such requisition contains no item representing payment on account, or any retained percentages which the Lessee is, at the date of such certificate, entitled to retain; (iv) the Equipment is insured in accordance with the Lease; (v) no Event of Default, and no event which with notice or lapse of time, or both, would become an Event of Default, under the Lease has occurred and is continuing at the date hereof; and (vi) no Event of Nonappropriation has occurred as of the date hereof.

2. Delivery to the Acquisition Fund Custodian of an Acceptance Certificate executed by Lessee, together with any purchase agreement assignment or bill of sale and invoice therefor as required by the Lease;

3. There shall exist no Event of Default (nor any event which, with notice or lapse of time or both, would become an Event of Default);

4. No material adverse change in Lessee's financial condition shall have occurred since the date of the Lease; and

3. Deposit to Acquisition Fund. The Acquisition Fund Custodian will cause the Lease proceeds to be deposited in the Acquisition Fund. The Lessee agrees to pay any costs with respect to the Equipment in excess of amounts available therefor in the Acquisition Fund.

4. Excessive Acquisition Fund. Following the final disbursement from the Acquisition Fund or termination of the Acquisition Fund as otherwise provided herein, the Acquisition Fund Custodian shall transfer any remainder from the Acquisition Fund to the application to amounts owed under the Lease.

5. Security Interest. The Acquisition Fund Custodian and Lessee acknowledge and agree that the Acquisition Fund and all proceeds thereof are being held by Acquisition Fund Custodian for disbursement or return as set forth herein. Lessee hereby grants to the Acquisition Fund Custodian a first priority perfected security interest in the Acquisition Fund, and all proceeds thereof and all investments made with any amounts in the Acquisition Fund. If the Acquisition Fund, or any part thereof, is converted to investments as set forth in this agreement, such investments shall be made in the name of Acquisition Fund Custodian for the purpose of perfecting its security interest.

6. Miscellaneous. Capitalized terms not otherwise defined herein shall have the meanings assigned to them in the Lease. This agreement shall be governed by the laws of the State of Texas. This agreement may not be amended except in writing signed by all parties hereto. This agreement may be executed in one or more counterparts, each of which shall be deemed to be an original instrument and each shall have the force and effect of an original and all of which together constitute, and shall be deemed to constitute, one and the same instrument. Notices hereunder shall be made in writing and shall be deemed to have been duly given when personally delivered or when deposited in the mail, first class postage prepaid, or delivered to an express carrier, charges prepaid, or sent by facsimile with electronic confirmation, addressed to each party at its address below:

If to the Lessee: City of Leon Valley *
6400 El Verde Road
Leon Valley, Texas 78238
Attention: Vickie Wallace
Fax: 210-684-4476

If to the Acquisition Fund Custodian: The Frost Bank
P. O. Box 1600
San Antonio, Texas 78296
Attn: Jerry Yost
Fax:

7. Entire Agreement. THIS AGREEMENT EMBODIES THE FINAL, ENTIRE AGREEMENT AMONG THE PARTIES HERETO AND SUPERSEDES ANY AND ALL PRIOR COMMITMENTS, AGREEMENTS, REPRESENTATIONS, AND UNDERSTANDINGS, WHETHER WRITTEN OR ORAL, RELATING TO THE SUBJECT MATTER HEREOF AND MAY NOT BE CONTRADICTED OR VARIED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS, OR SUBSEQUENT ORAL AGREEMENTS OR DISCUSSIONS OF THE PARTIES HERETO. THERE ARE NO ORAL AGREEMENTS AMONG THE PARTIES HERETO.

In Witness Whereof, the parties have executed this Acquisition Fund Agreement as of the date first above written.

THE FROST NATIONAL BANK
Acquisition Fund Custodian

CITY OF LEON VALLEY
Lessee

By: _____

By: _____
Chris Riley, Mayor

DISBURSEMENT REQUEST NO. _____

(Lease No. *)

**Re: Municipal Equipment Lease/Purchase Agreement dated as of February 16, 2016
By and between Frost Bank, as Lessor and
City of Leon Valley, as Lessee (the "Lease")**

In accordance with the terms of the Acquisition Fund Agreement, dated as of February 16, 2016 (the "Acquisition Fund Agreement") by and among Lessor as the "Acquisition Fund Custodian," the undersigned hereby requests the Acquisition Fund Custodian pay the following persons the following amounts from the Acquisition Fund created under the Acquisition Fund Agreement (the "Acquisition Fund") for the following purposes.

Payee's Name and Address	Invoice Number	Dollar Amount	Purpose

The undersigned hereby certifies as follows:

- (i) An obligation in the stated amount has been incurred by Lessee, and the same is a proper charge against the Acquisition Fund for costs relating to the Equipment identified in the Lease, and has not been paid. Attached hereto is the original invoice with respect to such obligation.
- (ii) The undersigned, as Authorized Representative, has no notice of any vendor's, mechanic's or other liens or rights to liens, chattel mortgages, conditional sales contracts or security interest which should be satisfied or discharged before such payment is made.
- (iii) This requisition contains no item representing payment on account, or any retained percentages which Lessee is, at the date hereof, entitled to retain.
- (iv) The Equipment is insured in accordance with the Lease.
- (v) No Event of Default, and no event which with notice or lapse of time, or both, would become an Event of Default, under the Lease has occurred and is continuing at the date hereof.
- (vi) No Event of Nonappropriation (as defined in the Acquisition Fund Agreement) has occurred as of the date hereof

(vii) No material adverse change in Lessee's financial condition shall have occurred since the date of the Lease.

Dated: _____, 20__

City of Leon Valley
as Lessee under the Lease

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Disbursement of funds from the Acquisition
Fund in accordance with the foregoing
Disbursement Request hereby is authorized

THE FROST BANK
as Lessor under the Lease

By: _____
Name: _____
Title: _____

EXHIBIT A

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS
EXTRACT OF MINUTES**

LESSEE: City of Leon Valley

At a duly called meeting of the City Council of the City of Leon Valley, Texas held on the 16 th day of February 2016, the following resolution was introduced and adopted.

RESOLVED, whereas the City Council of the City of Leon Valley, Texas has determined that a true and very real need exists for the acquisition of the Equipment described in the Lease-Purchase Agreement by and between the City of Leon Valley and Frost Bank dated as of March 1, 2016 and presented to this meeting; and has further determined that the Equipment will be used solely for essential governmental functions and not for private business use.

WHEREAS, The City of Leon Valley has taken the necessary steps, including, without limitation to compliance with legal bidding requirements, under applicable law to arrange for the acquisition of such Equipment.

BE IT RESOLVED, by the City Council of the City of Leon Valley, Texas that the terms of said Lease-Purchase Agreement and Acquisition Fund Agreement are in the best interest of Lessee for the acquisition of such Equipment, and the City Council of the City of Leon Valley, Texas designates and confirms the following person to execute and deliver, the Lease-Purchase Agreement and Acquisition Fund Agreement and any related documents necessary to the consummation of the transactions contemplated by the Lease-Purchase Agreement and Acquisition Fund Agreement.

(Signature of Party to Execute
Lease-Purchase Agreement and Acquisition Fund Agreement)

(Print Name and Title)

The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect and further certifies that the above and foregoing Lease-Purchase Agreement and Acquisition Fund Agreement is the same as presented at said meeting of the City Council of the City of Leon Valley, Texas.

(SEAL)

City Secretary

Date

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
JANUARY 12, 2016 MEETING MINUTES**

The Park Commission of the City of Leon Valley, Texas met on the 12th day of January, 2016, at 7:00 p.m., at 6421 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

LEON VALLEY PARK COMMISSION MEETING, 7:00 P.M.

1. Call the Meeting to Order and Determine a Quorum is Present.

Chairman Roger Christensen called the Park Commission meeting to order at 7:00 p.m., with the following Park Commissioners in attendance: Commissioners Linda Tarin, Carolyn Gabriel, Steve Parker, Belinda Ealy, Benay Cacciatore, Dorothy Humphrey, Jackie Walton, and Josue De La Torre. Absent and excused was Commissioner Kathy Hill. Also present were City Staff member Melinda Moritz and resident Robert Jarzombek.

2. Review and Approval of the December 8, 2015 Regular Park Commission Meeting Minutes.

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

3. Citizens to be Heard

None.

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

a. Discussion and Recommendations – FY 2017 Budget Items

Staff member Moritz addressed the Commission, giving a presentation to inform the Commission of the current year park improvements and reporting the progress of each item. She explained each budget line item and for what purpose each was used. She then reviewed the recommendations in the Park Master Plan and asked the Commissioners what they wished to have placed in the FY 2017 budget. She explained that budget preparations would begin in the early spring and she needed to have all wish list items prepared. The Commissioners reviewed the list and gave a recommendation to add shades for the playground and stated they wanted the basketball court that had been scheduled for demolition to remain, but be resurfaced. They also requested that the court be reconfigured to a small children's basketball court and that an additional adult sized court be built. They also requested that all the jogging paths in

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
JANUARY 12, 2016 MEETING MINUTES**

the park be resurfaced, that the athletic fields be reconditioned, and that areas of erosion in the creek banks be corrected. They also recommended the addition of a bridge over the stream in the Natural Area Park and correct any general erosion. They want to have the paths repaired as well. After general discussion, the Chairman moved to the next item on the agenda.

b. Discussion and Recommendation – Tree Advisory Board (TAB) Plan

Staff member Moritz stated that she had spoken with Community Development Director Carol and that Ms. Carol had explained the TAB would not be ready to present a tree planting plan to the Park Commission until May of 2016. Commissioner Ealy made a motion to table the discussion until the May regular Park Commission meeting and the motion was seconded by Commissioner Cacciatore. Upon unanimous vote, the motion carried.

c. Discussion – Park Survey

Staff member Moritz explained to the Commission that due to malfunctions in both the City's internet service and at Bexar Appraisal, the survey had been sent out to late to give a summary, but that she would present the summary at the next regular meeting.

d. Discussion and Recommendations- Park Commission Meeting Location

Staff member Moritz explained that City Hall would be ready for occupancy by the next Park Commission meeting and asked if the Park Commissioners would like to change the location of their meetings to City Hall. After brief discussion, it was decided to hold the next meeting at the Conference Center.

5. Commissioner and Staff Comments

Commissioner Torre wished everyone a happy New Year.

Commissioner Walton thanked Chairman Christensen for his hard work.

**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
JANUARY 12, 2016 MEETING MINUTES**

Commissioner Humphrey noted that walking in the area was growing in popularity.

Commissioner Gabriel mentioned that she would like to see a better place for fitness activities than the park and that she had heard the S.A. Astronomical Society was holding their events at McAlister Park again.

Commissioner Ealy asked if there were any plans for the jogging trail to be constructed up the creek to the city limits. Staff member Moritz stated that there were no plans for such construction in the current year.

Chairman Christensen stated that in October, Dr. Beal had given a 10 lb. bag of wildflower seeds to the City, and that the seeds were spread in the wildflower garden areas. He explained that he was working on the wildflower area to reduce the stubble and to develop planting area strips to get a better understanding of growth. He also stated that he had spoken with Police Chief Randall Wallace about the new open carry gun laws. A general discussion was held regarding the new law.

6. Adjourn.

A motion was made by Commissioner Parker to adjourn the meeting, which was seconded by Commissioner Cacciatore, and the meeting was adjourned at 8:44 pm.



Roger Christensen - Chairman



Date

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 3rd day of February, 2016 at 5:30 p.m. at the Leon Valley Public Service Center, at 6427 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

**REGULAR MEETING OF THE CITY OF LEON VALLEY
EARTHWISE LIVING COMMITTEE, 5:30 P.M.**

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

The meeting was called to order at 5:50pm. Present were Committee members Burnside, Ealy, Hendricks, Key and Mayor Riley. Also present was Staff member Acuna.

2. Review and Consider Approval of the January 13, 2016 Regular Meeting Minutes.

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

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

Staff member Acuna presented an updated budget which included vendors, sponsors and door prizes. Many vendors have not sent in registration forms. Whole World Provisions and Morgan's Wonderland had donated door prizes. Some members suggested additional vendors. It was approved for V. Vargas to serve cups of corn, and the SA Blood Bank Bus will be on site from 9:30AM-12:30PM. An electronic sign in for donors will be placed on the City website. Member Ealy discussed Holistic Healing and what demonstrations they could provide. She reported her conversations with Marshall High School. Member Burnside had contact information for schools and reported that Trader Joe's needs a tax exempt form. Native American Seed Co. has milkweed seeds for purchase. The UTSA speaker for Monarch Butterflies may have milkweed seeds to distribute. The SA Food Bank will have vegetable and flower seeds to distribute. Due to their charity status, they are asking for a waiver of the vendor fee. There will be one taxi driver and the taxi will have handicap accessibility. The program was finalized and member Hendricks will email it to the members for final review. The list of models were reviewed. Currently there is seven adult models and possibly two younger models. The parking lot will be the location for the SA Blood Bank Bus, the VIA Bus, and CPS tree give away. The bowling for children will be on the grass. Great NW Recycling will be in the lot by the Kinman House. Food vendors will be on the driveway outside of the Community Center. Vendors will be located in the Conference Center and the Community Center. The musical and dance performances will be outside at the Community Center. Vendors will need to provide their own tarps for cover. The duties for volunteers was discussed and included monitoring the recycle bins for proper use, making coffee, distributing the breakfast food, arranging chairs in the Conference Center, distributing the pinecone bags at the Pinecone booth, being an announcer for speakers at the Conference Center and an announcer for door prizes and speakers at booths in the Community Center. The Forest Oaks Garden Club volunteers will man the registration table and sell EWL t shirts etc. Staff member Acuna will ask Grady's Bar B Que to be a food vendor. Member Hendricks will ask Lisa's Tacos to be a sponsor and provide the breakfast tacos for the vendors. She will ask Walmart to provide fruit for breakfast

for the volunteers. Member Mayor Riley will check with the Boy Scouts for volunteers, and will send the EWL flyer to the Sierra Club and the League of Women's Voters. She reported that Luby's will provide coffee and the

Echo will publish our flyer in the paper. Members are responsible to send the appropriate forms to all vendors/speakers.

4. Adjourn

Member Burnside moved to adjourn the meeting and the motion was seconded by member Mayor Riley. The meeting was adjourned without objection at 7:25 p.m. The next meetings will be held on February 10, 24 and March 2, 2016 at 5:30p.m. Staff member Acuna reminded members that they need to be present on March 4, 2016 for set up.

Belinda Esly
Co-Chair

Feb. 10, 2016
Date



**MINUTES OF THE LEON VALLEY
BOARD OF ADJUSTMENT
December 21, 2015**

I. ROLL CALL

The meeting convened at 7:10 p.m., and Members Lupe Carpio, Vivian Pankey, Liz Maloy and Pat Martinez were present; and Member Barbara Dean was absent. Also present at the meeting was City Manager Kelly Kuenstler and Community Development Director Elizabeth Carol, acting as recording secretary.

II. NOMINATION AND ELECTIONS OF OFFICERS

Board Member Lupe Carpio made a motion to nominate Member Liz Maloy as the Chair, which was seconded by Vivian Pankey, and the nomination was approved. Then Vivian Pankey made a nomination to nominate Member Lupe Carpio as Vice Chair, which was seconded by Pat Martinez, and approved. Vice Chair Carpio made a motion to nominate Vivian Pankey as Second Vice Chair, which was seconded by member Pat Martinez and subsequently approved.

**III. BOARD OF ADJUSTMENT CASE NO. BOA 2015-1541
(David and Susan Smith, applicant and property owner)**

A variance to the Leon Valley Code of Ordinances, Chapter 14, "Zoning," Section 14.02.306 to allow a single family home at 7477 Linkwood.

- A. Subsection (c.2), rear yard, specifically to grant a variance to encroach twelve feet (12') into the required thirty foot (30') Rear Yard Setback on lot 35.

Chair Maloy opened the public hearing at 7:15 p.m. After being sworn in, Ms. Carol presented the case information and stated that BOA Case #2015-1541 (A), was requested by Mr. Mrs. David Smith, applicant and property owner, for a variance to L.V.C.C, Chapter 14, "Zoning," Section 14.02.306 (c.2), "rear yard" setback requirements, specifically to grant a variance to encroach twelve feet (12') into the required thirty feet (30') Rear Yard Setback to construct a single family home, at 7477 Linkwood, being Lot 35, Block E, CB 4446A, Linkwood Amending Plat Subdivision. Staff then provided a historical overview of the setback variances that had previously been considered by the Board in the surrounding area.

Staff also stated that 21 letters were mailed to property owners within 200 feet and that, as of the meeting, no letters were received in favor, one (1) letter received in opposition, and one was returned as undeliverable.

After being sworn in, applicant and property owner David Smith addressed the Board and noted that the variance was needed because he is retired and that the house needs to be designed with ADA features to allow for a tropical outdoor space that avoids the northwest portion of the lot. He goes on to indicate that in 1956 Allied Development filed the deed restrictions for Linkwood and that those restrictions are unchanged to date.

Chair Maloy, inquired if any of the board members had any questions, and there were none and she noted that she had several. She wanted to know if the roof would be prefabricated roof trusses or stick built and if that would mean a higher roof pitch. Mrs. Smith (retired architect) responded that it would be stick built, but that it would not necessarily alter the pitch of the roof

Mr. Smith then went on to note that the setbacks in Linkwood have always been 5", which was concurred by the Chair, who then noted that City Code would also apply.

Board Member Pankey, noted that a letter provided by Ms. Noela Benavidez to the Board expressed concern about the lack of sunlight on adjacent properties, and Mr. Smith responded that the property owner did not live adjacent to lot 35. The adjacent property owner is north of lot 34.

Mr. Jim Bailey expressed concern that if Mr. Smith receives a variance, on behalf of lot 35, then other property owners will want the same consideration. He went on to note that he has lived there for 18 years and that flooding has been an issue, especially given the approximately five foot drop between Linkwood and Linkview. In addition, it was noted that they have added trenches to divert the water and with the added encroachment, would mean that the water problem would increase. Mr. Bailey also expressed concern that the proposed house will be too close to my backyard, blocking the sun and reducing the breeze.

The Chair noted that less than five percent of the property owners within Linkwood have requested a variance.

Mr. Smith inquired as to the size of Mr. Bailey's rear setback line. Mr. Bailey responded that it was greater than thirty feet, but the house was built by the previous property owner. Bailey then went on to note that he would prefer to move the house towards the front, as it would be wasted space.

Ms. Gloria Garcia noted that her home is downhill from the applicant's property and that they have existing drainage concerns from that direction. She went on to note that when her home was being constructed she was notified that the design was in violation of the setback lines and that she had to redesign her home in accordance with the setbacks.

Ms. Margaret Gately indicated that she concurred with Ms. Garcia's concerns regarding Mr. Smith's variance request.

Ms. Lori Calvillo noted that she came to the meeting to get a better understanding of the proposal, and was not in favor or opposed to the variance.

Mr. Jesse Carrizales, indicated that he lives next door to lot 35 and that he is opposed to the variance as indicated in the letter he provided to the Board.

Mr. Smith requested the opportunity to speak again and he noted that the streets function as the storm drainage, and that everything would run in the street. He also noted that the rain would not increase because of the size of the house.

Chair Maloy noted that yes drainage does run in street; however these property owners are abutting your lot and the street would not divert the water. The size of the proposed setback would reduce the amount of water could be absorbed by the soil.

Mr. Smith then went on to note that the water would run in the same direction that it currently flows.

Chair Maloy replied that the water is currently being absorbed by ground, would be diverted due to impervious cover.

Mrs. Smith noted that there are ordinances that prevent you from directing water to another property owner, and that French Drains could be used to address these concerns.

The discussion continued between the applicants and the board regarding the elevation of the street in relationship to the house, backyard and alleyway. Board Member Pankey noted that there is a drainage problem in the area, which would get worse, once a structure was added.

Ms. Smith replied that everyone was stating that they did not want a house at that location. Member Pankey and Chair Maloy noted that the opposition was tied to the setback line, not the house itself.

When asked if they would be agreeable to building a smaller house. Mr. Smith replied that the design meets their needs and their lifestyle.

Chair Maloy closed the public hearing and opened the floor for the Board to discuss.

Board member Pankey noted that the dialog was excellent and was pleased to see so many neighbors participating in the process; however she was concerned about the drainage being forced into the neighbor's backyard.

Member Carpio, noted that the drainage problem would negatively impact the property owners to the rear.

Chair Maloy then goes on to note that the BOA is like a court case and that in order to get a variance; the burden of proof is on the applicant to demonstrate:

- That there are special circumstances;
- Strict enforcement would deprive property owner of the privileges;
- Conditions were not self-imposed;
- Does not grant a special privilege; and
- That no reasonable use can be made of the property without the variance.

Board Member Martinez noted that her house is on a slope and that you cannot direct the water towards another property owner.

The Chair noted that if there were no other questions, would someone make a motion. Member Pankey made a motion for denial of the variance request, which was seconded by Member Carpio. The motion passed unanimously. The Chair then noted that the applicant may want to redesign their home in keeping with the existing setback lines.

Ms. Carol presented the applicant's request for a variance to the Leon Valley Code of Ordinances, Chapter 14, "Zoning," Section 14.02.306, subsection (b.2), frontage, specifically to grant a five (5') foot variance to the minimum frontage requirements of seventy (70') feet along the public Right of Way on lot 34. The Chair opened the floor for "B" and the Board had questions related to the need to replat, if it would be considered by City Council and Maloy noted that the future owner of lot 34 would have enough room to build a house on the lot.

The Chair then noted that there were no additional concerns and requested a motion. Member Vankey made a motion to approve the variance, which was seconded by Member Carpio. The motion passed unanimously.

Chair Maloy thanked the applicant and the neighbors for attending and being involved in the community, particularly given the holiday.

VI. OTHER BUSINESS

None.

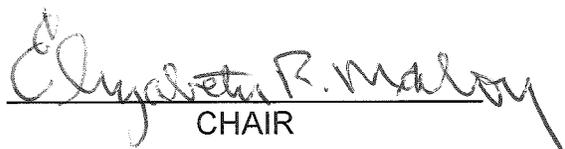
VII. ADJOURN

There being no further request for discussion, Vice Chair Lupe Carpio moved to adjourn the meeting. 2nd Vice Chair Vivian Pankey seconded the motion and the motion carried unanimously by voice vote.

TIME: 8:05 p.m.



 STAFF



 CHAIR



**MINUTES OF THE SPECIAL JOINT MEETING
OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
AND THE CITY OF LEON VALLEY CITY COUNCIL
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, January 12, 2015**

A special joint meeting of the Leon Valley Economic Development Corporation (LVEDC) and the City of Leon Valley City Council (City Council) was held in the City Council Chambers.

I. Call to Order and Determine If Quorum is Present

Board Vice President Claude Guerra called the meeting to order at 5:30 p.m. Board Secretary David Gannon, Board Treasurer Mike McCarley, Board Member Rudy Garcia, Board Member Dr. Georgia Zannaras, and Board Member Joe Sanchez were present, constituting a quorum. Also in attendance were Economic Development Director and Staff Liaison Claudia Mora, acting as recording secretary, Mayor Riley, CCM Ricardo Ruiz, CCM Carmen Sanchez, CCM Abraham Diaz, CCM Benny Martinez, CCM Paul Biever, Leon Valley Area Chamber of Commerce (LVACC) President Joe Maldonado, LVACC Board Members, Bill Gerlt, Gail Tribble, Donna Morund and Shirley Owen. City of Leon Valley staff present were City Manager Manuel Longoria, Jr., ACM Crystal Caldera, ACM Randall Wallace, and City Secretary Sandra Passailaigue.

II. Discussion on Economic Initiatives in the Area

The items of discussion during the special joint meeting included the LVEDC Façade and Signage Program, Ethnic Food Corridor, Economic Development Strategic Plan, The Retail Coach (TRC), and the San Antonio Aquarium.

Board Vice President Guerra provided an update on the LVEDC Façade and Signage Program. He informed the group that the next round of applications would be accepted through February 15th. In addition, he provided a status on the development of an economic development strategic plan. Board Secretary Gannon is leading the effort; and, Mr. Gannon provided a report on what the LVEDC subcommittee had done to date. The next steps include developing and finalizing a mission statement.

Mr. Guerra mentioned that The Retail Coach was assisting the LVEDC in updating demographic reports on Leon Valley's retail trade area. The information will be used to target retail businesses for Leon Valley.

Board Member Sanchez reported on the Ethnic Food Corridor. Evers Road, outside Loop 410 has over 20 ethnic restaurants. It is hoped that by partnering with the City of San Antonio, we can promote the area as a destination for international dining.

Mr. Maldonado from the LVACC informed the group of upcoming LVACC projects and activities. He mentioned that the Chamber planned on having an annual gala and hoped that the City and LVEDC would participate. He also mentioned that a new commercial or short film on Leon Valley needed to be produced for PBS. Mr. Maldonado mentioned that in September the LVACC would be co-sponsoring the Tri-Chamber mixer with the Helotes Chamber of Commerce and the Westside San Antonio Chamber of Commerce. Another LVACC activity coming up was the Backpack/Toy Drive with Home Depot scheduled for November. Mr. Maldonado spoke to the group about reinstating Market Days and co-sponsoring a health fair. Finally, Mr. Maldonado informed the group that the LVACC would be working on presenting workshops for the businesses in the Leon Valley area.



Information was shared regarding the grand opening of the San Antonio Aquarium in December. The traffic in the immediate area increased over the Christmas holidays. The parking lot appeared to be full during the two-week holiday break.

III. Adjourn

Board Vice President Guerra adjourned the meeting at 6:29 p.m.

A handwritten signature in cursive script, reading "Patricia Manea", written in black ink above a horizontal line.

Patricia Manea,
Board President

A handwritten signature in cursive script, reading "Larry W. Proffitt", written in black ink above a horizontal line.

Larry Proffitt,
Board Secretary



**MINUTES OF THE MEETING OF THE SPECIAL JOINT MEETING
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
AND CITY OF LEON VALLEY CITY COUNCIL
Wednesday, June 10, 2015**

I. Call to Order and Determine if Quorum is Present

Board President Stephen Ynostrosa called the meeting to order at 6:38 p.m. Board Vice President Claude Guerra, Board Secretary Dave Gannon, Board Treasurer Mike McCarley, Board Member Rudy Garcia, and Board Member Georgia Zannaras were present, constituting a quorum. Board Member Joe Sanchez was absent and excused. Also in attendance was Staff Liaison Claudia Mora, acting as recording secretary. Representing the Board Attorney was Gaines Griffin. Mr. Dan Pozza, attorney, was present.

As this was a special joint meeting, the City Council had a quorum present along with Interim City Manager Hank Brummett, Assistant City Manager Crystal Caldera and City Secretary Sandra Passailaigue. The City Attorney, Charlie Zech was also present.

II. Discussion and Presentation by the City Attorney on the legal relationship between the City Council and the Leon Valley Economic Development Corporation

City Attorney Zech presented the Texas statutes and general information relating to the creation and operations of EDCs. In addition, Mr. Zech discussed the role of the City Council in relation to the EDC.

LVEDC Board President Ynostrosa provided a handout to the LVEDC Board and City Council which outlined a timeline of events which occurred that lead up to the lawsuit and trial:

- 2008: Leon Valley, TX SDAT: El Verde by 2020 conducted with report in 2009
 - Tow Center concept part of report
- 2009: LVEDC is created after 2008 election to assess 1/8 of one cent sales tax for economic development
- 2010: LVEDC begins discussion with Larry Little to acquire and develop property for a retail shopping center
- 2010 LVEDC approves funding for Town Center project and application to State for economic development loan for project
- 2011: City Council approves LVEDC funding activity for Town Center project
- 2011: Discussions for 380/Performance Agreement take place
- 2011: Assistance from Drenner, Golden & Wolff law firm to negotiate and finalize Agreement
- 2011: Mediation
- 2011: Lawsuit Filed
- 2011 – 2014: Motions filed
- 2015 Mediation
- 2015: Trial and Verdict
- 2015: Appeal

Mr. Ynostrosa also summarized the lawsuit by providing information on Mr. Little's claim and the LVEDC's position. Mr. Little alleged that he and the LVEDC had agreed to and the City of Leon Valley had approved an agreement. He claimed that the LVEDC, not the City, breached the agreement when it failed to purchase the property even though there was an approved loan to fund the purchase. Little could not sue the City for breach of contract because the City had immunity. Mr. Little's only recourse was to sue the LVEDC. The LVEDC's position was that a contract did not exist.



At the trial, the jury ruled in favor of Mr. Little. The judgment entered was for \$2,641,252.14.

Mayor Riley added that between and including 2011 and 2012, there were motions and appeals to the decisions on the motions. Mayor Riley also clarified that there was a mediation session prior to the lawsuit being filed against the LVEDC.

At this point in the meeting, Mr. Ynostrosa took time to introduce the LVEDC's litigating attorney, Gaines Griffin, and the appellate attorney that the LVEDC was planning to hire for the appeal, Dan Pozza.

Discussion ensued regarding the conduct of business by the LVEDC, the City's involvement, processes for granting funds, etc. Mr. Ynostrosa clarified for the City Council how the LVEDC operated today and how it differs from the time before the lawsuit.

Both the City Attorney, Mr. Zech, and the litigation attorney, Mr. Griffin, provided information on the differences between a 380 economic development agreement and a performance agreement. It was explained that both agreements have statutory origins. A city is authorized to enter into and implement a 380 economic development agreement. The law requires that EDCs have performance agreements in place prior to issuing any grants or funds to projects.

III. Closed Session in Accordance with the Texas Government Code.

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

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

The LVEDC and City Council went into closed session at 7:23 p.m.

The LVEDC and City Council returned to open session at 8:40 p.m. No action was taken in closed session

The LVEDC reconvened for the remainder of their meeting at the Kinman House, 6417 Evers Road at 8:50 p.m.

IV. Consideration of Action to Approve a Contract with Dan Pozza, J.D. to Represent the LVEDC in the Lawsuit *Larry Little v. City of Leon Valley EDC*

Board President Ynostrosa introduced Mr. Pozza to the LVEDC Board. After a brief discussion, Board Secretary Gannon moved to approve the contract with Mr. Pozza to represent the LVEDC during the appeal processes in the lawsuit *Larry Little v. City of Leon Valley EDC*. Board Member Garcia seconded the motion. The motion carried by voice vote.

V. Presentation, Discussion, Review and Consideration of Action to Approve Final Performance Agreement between the LVEDC and the Leon Valley Area Chamber of Commerce

Staff reviewed the changes to the agreement requested by the LVACC and the changes made by Board Attorney Pena. She explained that Mr. Pena did not make all the changes submitted by the LVACC because the changes were to standard, boilerplate language in the agreement.



After some discussion, Board Secretary Gannon moved to approve the final agreement. Board Vice President Guerra seconded the motion. The motion was carried by voice vote.

VI. Adjournment

Board Member Garcia moved to adjourn the meeting. Board Secretary Gannon seconded the motion. The motion carried by voice vote. The meeting was adjourned at 9:20 p.m.

A handwritten signature in cursive script that reads "Patricia Manea".

Patricia Manea
Board President

A handwritten signature in cursive script that reads "Larry W. Proffitt".

Larry Proffitt
Board Secretary



**MINUTES OF THE MEETING
OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
Wednesday, August 26, 2015**

Prior to the commencement of the meeting, new Board Member Patricia Manea was welcomed by the Board. Board President Stephen Ynostrosa swore in Board Member Manea.

I. Call to Order and Determine If Quorum is Present

Board President Stephen Ynostrosa called the meeting to order at 6:50 p.m. Board Treasurer Mike McCarley, Board Member Rudy Garcia, Board Member Georgia Zannaras, Board Member Joe Sanchez and Board Member Patricia Manea were present, constituting a quorum. Also in attendance were Staff Liaison Claudia Mora, acting as recording secretary, and Economic Development Administrative Assistant Ana Federico. Board Attorney Jessie Lopez was present. Interim City Manager Hank Brummett was also in attendance.

Some of the agenda items for this meeting were taken up by the Board out of agenda order. For the purposes of the minutes, the agenda items will be reported in their numerical order.

II. Closed Session in Accordance with the Texas Government Code.

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

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

The LVEDC and City Council went into closed session at 9:19 p.m.

The LVEDC and City Council returned to open session at 10:01 p.m. No action was taken in closed session

III. 7:00 p.m. – Public Hearing, Presentation, discussion and Possible Action on Façade and Signage Program Funding: Up to \$10,000.00 to Marcario De Alba and Bring Your Own Parts; Up to \$5,222.36 Adrian De Los Reyes – Farmers Insurance

The Public Hearing was opened at 7:08 p.m. Staff presented the application of Marcario De Alba and Bring Your Own Parts requesting \$10,000.00 to make repairs to the exterior of the building including window framework, overhang and eaves repairs, painting, and repairs to the garage doors in front of the building facing Bandera Road. Discussion ensued regarding the garage doors and painting of the building.

Staff presented the application from Adrian De Los Reyes and Farmers Insurance for \$5,222.36. The application was for signage, exterior and interior. The Board expressed concern for the interior signage; signage should be for the exterior to attract business.

The Board asked that there be language in the performance agreements that certain milestones would need to be met by the grantees. The Board asked that staff be clear with the applicants regarding the guidelines of the program and the acceptable façade and signage improvements. Also, the Board discussed doing a review of the guidelines and draft agreements to make changes that would clarify some things. A suggestion was made to include language in the guidelines and agreements that each applicant and grantee must be in compliance with all codes and requirements of the City of Leon Valley.



Staff informed the Board that the businesses would not be reimbursed until they provided proof of payment for their improvements and signs.

Board Secretary Gannon moved to approve the Façade and Signage grant application for Marcario De Alba and Bring Your Own Parts for up to \$10,000.00, provided that Mr. De Alba present paid receipts for \$20,000.00, the total project cost. Board Member Manea seconded the motion. The motion carried by voice vote.

Board Member Zannaras moved to approve the Façade and Signage grant application for Adrian De Los Reyes and Farmers Insurance for up to \$5,222.36 and that the grant project not include the sign for the interior of the building. Board Member Garcia seconded the motion. The motion carried by voice vote.

The public hearing was closed at 7:39 p.m.

IV. Citizens to be Heard

There were none.

V. Consideration of LVEDC Minutes – June 3, June 10 (amended), June 24, July 2 and July 28, 2015

Board President Ynostrosa mentioned that more information needed to be included in the June 10th minutes which are material to the lawsuit. He felt it was important to include comments made by LVEDC Litigation Attorney Gaines Griffin and comments made by the Mayor. He asked that the June 10th minutes be tabled until those comments and information were added.

Board Secretary Gannon moved to approve the minutes of June 3rd, June 24th, July 2nd and July 28th, and to table the minutes of June 10th until amended. Board Member Garcia seconded the motion. The motion carried by voice vote.

VI. Financial Report by LVEDC Treasurer and Consideration

Board Treasurer McCarley reported that as of August 26, 2015 the balance in the checking account was \$95,272.37. He reported that the money market account balance was \$311,398.43. The total in the bank was \$406,670.80.

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

Board Secretary Gannon moved to table this agenda item. Board Treasurer McCarley seconded the motion. The motion carried by voice vote.

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

Staff Liaison Mora presented a draft budget, based on previous comments from the Board.

Discussion ensued. The Board discussed cutting advertising and professional services. The Board provided direction for staff to prepare a “bare bones” budget by reducing legal fees, eliminating services from Patterson & Associates, reducing The Retail Coach Services, eliminating printing, and eliminating EDC project funding for the coming fiscal year. Staff was asked to prepare three options for the budget – one that would include staff (executive director and administrative assistant), one that would represent a mid-level budget, and a “bare bones” budget with only the necessities to function during the next fiscal year. A special meeting will be set for the Board to review the budget options and select one to be presented to the City Council on September 8, 2015.



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

Staff Liaison Mora presented information on the type of information that The Retail Coach (TRC) has provided to the LVEDC in the past and how that information has been used. In addition, staff highlighted how the information is used to target certain retailers.

Ms. Mora presented the two options proposed by TRC. Option One includes a full service contract for \$15,000.00 to include new reports, marketing and representation. Option Two includes a contract to do reports for \$5,000.00.

The Board discussed whether TRC can pursue specific retailers identified by the LVEDC and whether it would be under a different Option. Staff indicated that they would have to ask TRC. Also, the Board asked which milestones of the current contract had been met. Ms. Mora indicated that a license plate survey had not been completed. Follow up with TRC would be done.

The Board asked for timelines to be added for all milestones (reports) be added.

This item was tabled until the next meeting or when the follow-up was completed and responses provided.

X. Election of Board Officers

The LVEDC Board elected new officers as follows:

- Board President – Stephen Ynostrosa
- Board Vice President – Rudy Garcia
- Board Secretary – Joe Sanchez
- Board Treasurer – Mike McCarley

XI. Future Agenda Items

The Board opted to table this agenda item. Board Secretary Gannon moved to table this item. Board Member Sanchez seconded the motion. The motion carried by voice vote.

XII. Announcements

Staff informed the Board of the Texas Municipal League Economic Development Conference in Bastrop from October 16th through 17th. Staff also reminded the Board of the TEDC Sales Tax Training in San Antonio on October 30th. All Board members needed to attend that training.

XIII. Adjourn

Board Secretary Gannon moved for adjournment. Board Member Sanchez seconded the motion. The meeting was adjourned at 10:10 p.m.

A handwritten signature in cursive script, reading "Patricia Manea", written over a horizontal line.

Patricia Manea,
Board President

A handwritten signature in cursive script, reading "Larry W. Proffitt", written over a horizontal line.

Larry Proffitt,
Board Secretary



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
Thursday, September 3, 2015**

I. Call to Order and Determine If Quorum is Present

Board President Stephen Ynostrosa called the meeting to order at 6:43 p.m. Board Treasurer Mike McCarley, Board Secretary Dave Gannon, Board Member Rudy Garcia, Board Member Patricia Manea and Board Member Joe Sanchez were present, constituting a quorum. Also in attendance were Staff Liaison Claudia Mora, acting as recording secretary, and Economic Development Administrative Assistant Ana Federico. Board Attorney Jessie Lopez and Litigation Attorney Dan Pozza were present.

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

Staff presented an updated version of the proposed budget.

Staff reminded the Board that the budget will be presented to the City Council at the September 8th meeting, one meeting prior to approving the City's budget and the LVEDC budget.

Board Secretary Gannon moved to approve the budget for a grand total of \$304,816 to be presented to City Council. Board Member Manea seconded the motion. The motion passed by voice vote.

III. Presentation, Discussion and Possible Action on the City of Leon Valley Articles of Incorporation

Board Member Sanchez moved to take action and asked Board Attorney, Jessie Lopez to draft a letter in accordance with Section 501.301, and to state that the LVEDC Board is asking the Mayor and City Council to change the current Articles of Incorporation to the original version or to state in wording that "no City Council member" is allowed to serve the LVEDC Board. Board Member Garcia seconded the motion. The motion passed by voice vote.

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

This agenda item was tabled.

Board Secretary Gannon moved for the item to be tabled. Board Member Manea seconded the motion. The motion passed by voice vote.

V. Closed Session in Accordance with the Texas Government Code.

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

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

The LVEDC convened into closed session at 6:45 p.m. The Board reconvened into open session at 7:57 p.m. No action was taken in closed session.

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



Ms. Mora gave an update to the LVEDC Board and mentioned that she will go over the contract to verify what work has been accomplished by The Retail Coach and what projects they still owe the LVEDC. Board Secretary Gannon moved for the item to be tabled for additional information. Board Member Garcia seconded the motion. The motion passed by voice vote.

VII. Presentation and Discussion on Special City Council Meeting of August 29th

Board Treasurer McCarley and Board Member Manea briefed the LVEDC Board on what was discussed at the Special City Council Meeting. Both members mentioned how the Historical Society provided a good concept of a well-thought-out project to construct restaurants and museums in the natural area of the Huebner-Onion Homestead.

VIII. Adjourn

Board Secretary Gannon moved for adjournment. Board Member McCarley seconded the motion. The meeting was adjourned at 9:17 p.m.

A handwritten signature in cursive script that reads "Patricia Manea".

Patricia Manea,
Board President

A handwritten signature in cursive script that reads "Larry W. Proffitt".

Larry Proffitt,
Board Secretary



MINUTES OF THE SPECIAL JOINT MEETING
OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
AND THE CITY OF LEON VALLEY CITY COUNCIL
Leon Valley Conference Center
6421 Evers Road, Leon Valley, Texas 78238
Tuesday, September 15, 2015

I. Call to Order and Determine If Quorum is Present

Board President Stephen Ynostrosa called the meeting to order at 6:07 p.m. Board Secretary David Gannon, Board Treasurer Mike McCarley, Board Member Rudy Garcia, and Board Member Patty Manea were present, constituting a quorum. Also in attendance were Mayor Riley, CCM David Edwards, CCM Carmen Sanchez, CCM Monica Alcocer, CCM Benny Martinez, and CCM David Jordan. City of Leon Valley staff present were Interim City Manager Hank Brummett, ACM Crystal Caldera, City Attorney Patrick Bernal, Economic Development Director and Staff Liaison Claudia Mora, acting as recording secretary, Police Chief Randall Wallace, Assistant Police Chief Ray Lacy, Fire Chief Luis Valdez, and City Secretary Sandra Passailaigue.

- II. A) Discussion and Possible Action on the Appointment of Council Members to the City of Leon Valley Economic Development Corporation (LVEDC) to include Discussion of the Parameters for Conflicts of Interest under State Law
B) Update on Timeline of Lawsuit Larry Little v. Leon Valley EDC (Stephen Ynostrosa, LVEDC Board President; D. Pozza)

The items of discussion during the special joint meeting included the possible appointment of city council members to the LVEDC Board of Directors, and presentation of an update and timeline regarding the lawsuit and appeal in Larry Little v. Leon Valley EDC.

A) Board President Ynostrosa began the discussion, with input from present LVEDC Board members, by expressing concerns with having city council members appointed to the LVEDC. It was mentioned that current LVEDC Board members felt there may be a conflict of interest in having council members on the Board. City Attorney Bernal informed all in attendance that legally there is no conflict of interest.

There was a lengthy discussion between the LVEDC Board members and the city council regarding the LVEDC Articles of Incorporation and Bylaws, and having city council members on the LVEDC Board.

B) City Attorney Bernal gave an update on the lawsuit. He mentioned that he had discussed the lawsuit and appeal with the LVEDC's appellate attorney, Dan Pozza.

Board President Ynostrosa provided a timeline regarding the lawsuit and appeal.

Interim City manager Brummett reminded city council that an item for appointment of city council members to the LVEDC Board was on the agenda for the regular meeting later in the evening.

I. Adjourn

Board President Ynostrosa adjourned the meeting at 7:14 p.m.

Handwritten signature of Patricia Manea, Board President

Handwritten signature of Larry Proffitt, Board Secretary



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
Wednesday, September 23, 2015**

I. Call to Order and Determine If Quorum is Present

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

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

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

III. Closed Session in Accordance with Texas Government Code

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

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

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

IV. Citizens to Be Heard

There were none

V. Consideration of LVEDC Minutes

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

VI. Financial Report by LVEDC Treasurer and Consideration

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

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

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

Ideas included

- Development of an Economic Development Plan (with Timeline)
- Development and Submittal of quarterly and annual LVEDC Status Reports
 - o Vacant Property List and Maps
 - o List of New Businesses by Quarter



- Development and Submittal of Annual LVEDC Budget to Council
- Monitor Legislation and legislative proposals which could impact economic development and develop a quarterly report
- Invest in Human Capital in Leon Valley
- Build 21st century infrastructure
- Implement smart-land use
- Prepare an educated workforce

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

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

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

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

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

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

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

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

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

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

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

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

The Board discussed the need for job descriptions of Ms. Mora and Ms. Federico to determine proper execution of roles and responsibilities. It was noted the Council is seeking a more active role on the day-to-day operations of the LVEDC. President Ynostrosa stated we could provide more information on a timely basis. No action taken on item.

President Ynostrosa stated he or the new Board Secretary Sanchez should be able to review any information sent to the City Staff or City Council. President Ynostrosa made a motion to not have any minutes or



information shared with staff or council until they are reviewed and approved by the LVEDC. Board Member McCarley seconded the motion. The motion passed by voice vote.

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

XII. Future Agenda Items

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

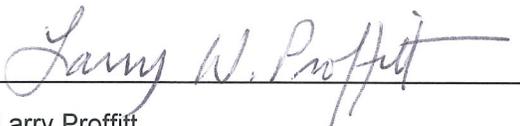
Announcements – Ms. Mora reminded the Board that some had to complete Tax Training in the very near future.

VIII. Adjourn

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



Patricia Manea,
Board President



Larry Proffitt,
Board Secretary



**MINUTES OF THE MEETING
OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
Wednesday, October 28, 2015**

I. Call to Order and Determine If Quorum is Present

Board Secretary Joe H. Sanchez called the meeting to order at 6:31 p.m. Board Treasurer Mike McCarley, Board Member David Jordan, and Board Member Monica Alcocer, were present, constituting a quorum. Board President Stephen Ynostrosa and Board Member Patty Manea were excused. Also in attendance were Staff Liaison Claudia Mora, acting as recording secretary, and Economic Development Administrative Assistant Ana Federico.

II. Citizens to be Heard

Ms. Gail Tribble, Treasurer of the Leon Valley Area Chamber of Commerce provided the LVEDC Board with an update on the Chamber's office operations. They've had a steady stream of visitors and inquiries about Leon Valley. Ms. Tribble then presented the LVEDC with a Lifetime Membership to the LVACC.

III. Closed Session in Accordance with the Texas Government Code.

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

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

There was no closed session.

IV. Presentation and Discussion of Lawsuit Timeline

Staff Liaison Mora informed the Board that this item was put on the agenda by Mr. Ynostrosa and that he had planned to present this item. Due to illness, he was unable to attend.

Ms. Mora briefly presented the timeline that Mr. Ynostrosa had presented during a special joint meeting of the LVEDC and the city council on June 10, 2015.

V. Discussion Regarding Attorney Invoices

Staff directed the Board to the spreadsheets in their meeting packets which detailed the invoices received and paid or pending payment by the LVEDC. The Board expressed concern for the amount of fees being charged by the Board attorneys for general counsel and the lawsuit. The Board inquired as to the nature of the charges. Ms. Mora provided examples of the types of items listed on the invoices. She also informed the Board that she started to audit the invoices from Davidson, Troilo, Ream & Garza, as directed by Board President Ynostrosa.

The Board asked to receive copies of future invoices.

VI. Consideration of LVEDC Minutes – June 10 (amended), August 26, September 3, and September 23, 2015

Board Treasurer McCarley moved that the minutes be approved. Board Member Jordan seconded the motion. The motion carried by voice vote.



VII. Financial Report by LVEDC Treasurer and Consideration

Board Treasurer McCarley reported that the current balance at Frost Bank as of the meeting date was \$343,934.16. This amount included \$243,741.66 in the money market account, and \$100,192.50 in the checking account.

LOQ Bandera Road Holdings, LLC had not cashed the \$100,000.00 check for their second and final installment of the \$200,000.00 grant. The bills for August had been paid; the checks had cleared the bank.

The deposit of sales tax for the month was \$19,600.12.

VIII. Presentation, Discussion and Possible Action on Performance Measures or Goals for the LVEDC FY2015-2016 Budget

City Manager Kelly Kuenstler presented possible performance measures to the LVEDC. She informed the Board that she reviewed the Articles of Incorporation and Bylaws for possible measures. The performance measures were statements of what the LVEDC Board was created to do.

Staff was directed to get a copy of Ms. Kuenstler's presentation and forward it to the Board for review and consider for adoption at a future meeting.

After Agenda Item VIII, Board Member Alcocer expressed concern for the approval of the September 23rd LVEDC Board Meeting minutes. Discussion ensued between Board Member Alcocer and Board Secretary Sanchez.

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

Staff Liaison Mora presented the proposed changes to the bylaws along with the full set of bylaws for review. The Board directed staff to email both documents to the Board members so that they could review them closely. The Board also directed staff to present a copy of the bylaws with the proposed changes incorporated – strikethrough on the language being deleted; underline on the language being added.

The Board also asked staff to confirm that the changes conformed to the law.

This item was tabled.

X. Discussion and Possible Action Regarding the Contractual Services Contract / Services Agreement with the City of Leon Valley for 2015-2016

Staff presented a draft of the agreement for the previous fiscal year and asked the Board to consider refining the document to detail the wants and expectations of staff by the Board. Ms. Mora indicated that the proposed FY 2015-2016 budget included \$46,000.00 to fund the economic development administrative assistant.

Board Member Alcocer inquired as to the staff support of the Board. City Manager Kuenstler indicated that she would be able to refine the duties of both the economic development director and administrative assistant once the LVEDC approved its performance measures.

At this point, the Board revisited Agenda Item VIII. City Manager Kuenstler reported that during the City's audit – regarding the component audit of the LVEDC – the auditors identified a concern for 2014-2015. For November 2014 and July 2015, the LVEDC was overdrawn on its checking account. Staff Liaison Mora informed the Board that she had not seen any indication from Frost Bank that the LVEDC had overdrawn amounts. Ms. Mora also informed the Board of the process for receiving and reviewing bank statements: the City's Assistant Finance Director gets all bank statements first so that she can review and record the



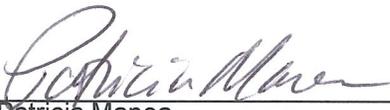
information in InCode. The statements are then forwarded to the Economic Development Department so that staff can reconcile the checkbook and make any modifications to the accounts payable spreadsheet provided to the Board each month.

City Manager Kuenstler informed the Board that she would email the auditor's letter to Mr. Sanchez and Mr. Ynostrosa so that the LVEDC could provide a response to the auditor.

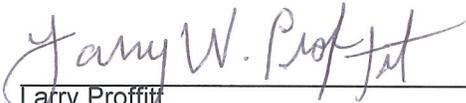
- XI. Discussion and Possible Action on LVEDC Administrative Protocol Regarding Agendas, Minutes, etc.**
Board President Ynostrosa was to present this item. Due to his absence, this item was tabled.
- XII. Discussion and Action on Rescheduling November and December Meetings**
Staff presented possible dates for the LVEDC to reschedule the November and December meetings. By consensus, the Board agreed to reschedule the November meeting to November 12, and the December meeting to December 17.
- XIII. Future Agenda Items**
A.) Work Session(s) on Strategic Plan
A new subcommittee would be appointed at a future Board meeting.

B.) Update on IRS Refund Request
Staff was asked to arrange for an update by the CPA who handled the filing to remove the 501(c)(6) designation.
- XIV. Announcements**
Staff reminded the Board that the Sales Tax Workshop sponsored by the Texas Economic Development Council (TEDC) was scheduled for October 30th in San Antonio. Staff also reminded the Board that applications for reappointment/appoint to the LVEDC Board of Directors were due October 31st.

City Manager Kuenstler informed the Board that the San Antonio Aquarium offered to provide a tour of the facility to the City Council and the LVEDC. Board Secretary Sanchez suggested that the Aquarium's general manager be invited to provide the LVEDC with an update of the operations and expansions taking place.
- XV. Adjourn**
Board Member Jordan moved for adjournment. Board Member Alcocer seconded the motion. The meeting was adjourned at 8:02 p.m.



Patricia Manea,
Board President



Larry Proffitt,
Board Secretary



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
Thursday, November 12, 2015, 6:30 P.M.**

I. Call to Order and Determine if Quorum is Present

Board Treasurer Mike McCarley called the meeting to order at 6:39 p.m. Councilman/Board Member David Jordan, Board Member Patricia Manea. Councilwoman/Board Member Monica Alcocer were present, constituting a quorum. Board President Stephen Ynostrosa was running late and Board Secretary Joe Sanchez and Economic Development Administrative Assistant Ana Federico were excused. City Manager, Kelly Kuenstler will be present at a later time. Also in attendance was Staff Liaison Claudia Mora, acting as recording secretary.

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

Ms. Mora gave presentation on specific performance measure goals that she believed the LVEDC Board will probably be doing this fiscal year. Ms. Mora informed the board that Ms. Kuenstler went over the LVEDC Bylaws and that is how she came up with the Performance Measures for the board.

Presentation Topics:

- a) Develop, finance and implement an LVEDC Economic Development Plan-draft and present to City Council.
- b) Develop and submit quarterly and annual LVEDC status reports to City Council.
- c) Develop and submit annual LVEDC Budget to City Council.
- d) Monitor legislation and legislative proposals which could impact economic development.
- e) Recruit new businesses and industries.
- f) Retain existing businesses and industries.

Purpose: Develop and implement performance measures to improve LVEDC operations and programs and provide better transparency of the LVEDC to the residents and businesses of Leon Valley.

Mr. Ynostrosa shared the goal of the LVEDC and that is to submit the performance measures to City Council. He informed the board about having emailed everyone a strategic plan for everyone to review.

Councilman/Board Member Jordan moved to approve the performance measures. Ms. Manea seconded the motion. The motion carried by voice vote.

III. Presentation, Discussion and Possible Action on FY 2015-2016 Budget for the LVEDC

Ms. Mora informed the LVEDC Board about having no changes to the budget FY 2015-2016. Ms. Mora reminded the board that there was a proposed budget of \$304,816.00 FY 2015-2016. She also reminded the board that they were currently working from a 60-day budget of \$186,107.00 which will take care of October and November. Ms. Mora informed/reminded the board about the \$100,000.00 grant which got paid October 1st to Bandera Road Holdings and which will go under the EDC Project Funding line item. Ms. Mora provided the board a brief description of all expenses/bills for each month (October and what it is expected to come in for November). Ms. Mora informed the LVEDC Board that adding all expenses for October and November- the LVEDC will be under the budget which was given for the 60 days (October and November).

Councilwoman/ Board Member Alcocer asked Ms. Mora why were October expenses so high and Ms. Mora explained and demonstrated in a spreadsheet that the LVEDC still had pending payments to make from September, those checks were written out and paid in October. Ms. Mora also explained the attorney's fees came in higher than projected (attorney's fees included: attorney reviewing performance agreement, attending meetings, having phone call conversations with City Attorney, Mr. Bernal). Ms. Mora will email Councilwoman/ Board Member Alcocer the attorney's invoice for her review. Mr. Ynostrosa suggested to Ms. Mora that the LVEDC should present December and January budget to City Council, using the same budget which was used for October November.

Councilwoman/Board Member Alcocer moved to add another 60-day budget which will cover December and January FY 2015-2016. Mr. McCarley seconded the motion. The motion carried by voice vote.

IV. Discussion and Possible Action Regarding the Contractual Services Contract/Services Agreement with the City of Leon Valley for 2015-2016

Ms. Mora introduced to the LVEDC Board the Agreement which was passed last year (2014) by City Council. Ms. Mora informed the LVEDC Board that many things have changed and that City Council as well as the LVEDC Board have asked questions regarding what type of work is being done for what the LVEDC is paying under the Contractual Services Contract/Services Agreement. Ms. Mora explained how the line item is paying the Admin position (administrative services). She suggested the board to add specifics (what work is being done) and present to City Council. Mr. Ynostrosa suggested extending the budget for this line item for December and January.

Mr. Ynostrosa moved to table item IV. Councilwoman/Board Member Alcocer seconded the motion. The motion carried by voice vote.

V. Discussion and Action on Rescheduling December Meeting

Ms. Mora proposed a possible December LVEDC Board meeting for Wednesday, December 16th or Thursday, December 17th. The LVEDC Board agreed to have a working lunch Thursday, December 17th at 11:00a.m.

VI. Announcements

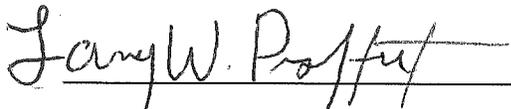
- Board appointments will be coming up.
- Extension of 60-day budget using the same figures from October and November to be used for December and January.
- Sales tax training coming up in Austin-December 2015.

VII. Adjourn

Councilwoman/Board Member Alcocer moved to adjourn the meeting. Ms. Manea seconded the motion. The motion carried by voice vote. The meeting was adjourned at 8:09 p.m.



Patricia Manea,
Board President



Larry Proffitt,
Board Secretary



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

October 27, 2015

The meeting of the Leon Valley Zoning Commission convened at 7:08 p.m. on Tuesday, October 27, 2015, in the Training Room at the Leon Valley Fire Department at 6300 El Verde Road, Leon Valley, Texas.

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

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

II. Approval of the September 22, 2015 Zoning Commission Minutes

After a brief discussion, Commissioner Pedro Esquivel made a motion to approve the minutes, and the motion was seconded by Commissioner Greg Price, and the motion passed unanimously.

After reviewing the minutes the Zoning Commission noted the need for better signage for public buildings within Leon Valley, such as the Community Center, Conference Center, Kinman House, the back side of City Hall and the Library. The Chair requested that this information be forwarded to Public Works.

III. Public Hearing and discussion of an amendment to the City of Code of Ordinances, Chapter 14 Zoning regulations concerning "church(es)" in residentially zoned districts within the City of Leon Valley.

The Chair opened the discussion and provided a brief history of some of the issues associated with churches being located within an R-1 residential neighborhood, and recommended that the commission have a discussion related resolving these concerns and if City's can provide suitable regulations. The Commission noted that City cannot prohibit religious organizations themselves, but perhaps the City could regulate the nuisances that are often attributed to noncompliance uses. The discussion continued and Commissioner Henry Diecker noted the need for additional public safety, such as traffic, noise and drainage concerns. 1st Vice Chair Phyllis McMillan, noted the similarities between this discussion and the Commissions previous attempt to define a family. She also noted that differences between an occasional meeting and day to day operations of a church. Commissioner Proffitt raised the concern about prejudices

between different types of churches and that the property would become tax exempt, which is a challenge for the City and school district.

Councilwoman Monica Alcocer, indicated that the discrimination noted by Commissioner Proffitt, is the reason behind the new laws, which is due to past discrimination against permitting mosques and temples. Councilwoman Alcocer also recommended that the city coordinate with Bexar Appraisal District, to see if they could notify the city of Leon Valley of a pending tax exempt application. Perhaps the city can use this information to proactively address Code Compliance concerns before they become an issue.

The Commission requested further clarification regarding the following questions:

- A. If Code Compliance had been more aggressive, would this have prevented this issue?
- B. Can zoning be used to prevent any church from operating in R-1 residential area?
- C. If a church were to operate in an R-1, within a residential structure, without a permit, what can be done?
- D. How can Code Compliance provide enforcement? For example if a single family home were to evolve into a church, what options would the city have? Would the church need to get permits?

A motion was made by Commissioner Pedro Esquivel, and was seconded by Commission Greg Price to take a five minute break at 8:19.

IV. Update and Discussion of the Master Plan Amendments

City Staff presented an updated of the Master Plan Amendment process and noted that the process is on schedule.

Staff provided the Commission with an update regarding the addition of a Tree Element which was prepared by the Tree Advisory Board (TAB). The TAB primary goals of plating 10,000 trees by 2020 and educating the community on the value of trees, and the Zoning Commission concurred with the TAB recommendation.

Staff then presented the Zoning Commission with an overview of the statistical and demographic data associated with the Leon Valley Master Plan. The Commission concurred with staff recommended changes; however the Zoning Commission advised staff that several areas needed additional clarification regarding demographics related to the business community. In addition the Commission wanted to examine how other cities are quantifying their "Existing Conditions" as it relates to changing ethnic makeup in light of the 2000 Census, which now allows individual the option to self-identify with more than one race on the questionnaire.

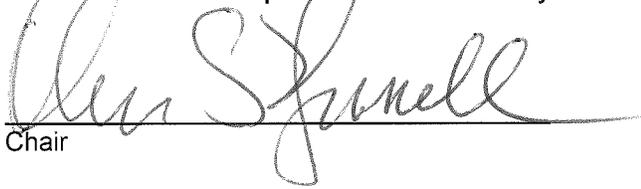
V. Adjourn

Chairman Yarnell announced that Commissioner Larry Proffitt would assist the Zoning Commission by providing oversight on behalf of the drainage projects provided to the City Council, as identified in the Master Plan public hearing process. The Commission also

discussed the need for new pictures to be taken with the Master Plan and Commissioner Henry Diecker, offered to get with his spouse and see if he would be available to take pictures by drone.

The Zoning Commission explored the upcoming meeting schedule as it relates to the holiday and voted to cancel November and December's Zoning Commission meeting, unless a project needs their review.

Commissioner Pedro Esquivel made a motion to adjourn, seconded by Commissioner Greg Price. The motion passed unanimously and the meeting was adjourned at 9:40 p.m.


Chair


Staff