

NOTICE OF PUBLIC MEETING

AGENDA

LEON VALLEY CITY COUNCIL MEETING

TUESDAY, NOVEMBER 15, 2011

LEON VALLEY CITY COUNCIL CHAMBERS

6400 EL VERDE ROAD, LEON VALLEY, TEXAS 78238

REGULAR CITY COUNCIL MEETING – 7:00 P.M.

1. **Call to Order, Determine a Quorum is Present, and 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 at that meeting. They may direct staff to contact the requestor or request that the issue be placed on a future agenda for discussion by the Council.

Consent Agenda

All of the following items on the Consent Agenda are considered to be self-explanatory by the Council or have been previously discussed in Open Session and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member so requests.

3. **Consider Approval of the Meeting Minutes of the November 1, 2011 Regular City Council Meeting. (Willman)**
4. **Consider Action on M&C # 11-11-11, Appointing Members to the City’s Boards, Committees, and Commissions: Earthwise Living Committee and the Park Commission. (Mayor Riley)**
5. **Consider Approval of the Tax Roll for the City of Leon Valley for the 2011 Tax Year and the Attached Ordinance, M&C # 11-12-11. Each year, once the City Council has adopted a Tax Rate, the Bexar County Tax Assessor furnishes a summary of the Tax Roll. The State Property Tax Code requires the Tax Roll be approved by the Taxing Units’ Governing Body This agenda item will allow the City Council to consider those required approvals. (Wallace)**

Regular Agenda

6. **Consider Action on a Resolution with Attached M&C # 11-13-11 to Canvass the Returns of the November 8, 2011 Special Election for the City of Leon Valley Held for the Purpose of Allowing Voters to Vote For or Against the Reauthorization of the Local Sales and Use Tax in the City of Leon Valley at the Rate of One-Quarter (1/4) of One Percent (0.0025000) to Continue Providing Revenue for Maintenance and Repair of Municipal Streets. This agenda item will allow the City Council to Canvass the Votes of the Special Election to Consider Votes for and Votes against Reauthorizing the Local Sales and Use Tax in the City of Leon Valley at the Rate of One-Quarter of One Percent (0.0025000) to Continue Providing Revenue for Maintenance and Repair of Municipal Streets. (Willman)**
7. **Consider Action on M&C # 11-14-11 to Authorize the City Manager to Amend the Contract for Fines and Fees Collection with Linebarger Goggan Blair & Sampson (LBG&S), LLP, to Allow for Other Receivables Such as Emergency Medical and Transportation Services**

Delinquent Accounts for a Period of January 1, 2012 to September 30, 2016. *This agenda item will allow the City Council to consider authorizing the City Manager to Sign an Amended Contract with Linebarger Goggan Blair & Sampson to include Emergency Medical and Transportation Services in its collection of delinquent accounts receivable for a period of January 1, 2012 through September 30, 2016. (Wallace)*

8. **Consider Action on Resolution with Attached M&C # 11-15-11 Casting a Vote for a Nominee for the Bexar Appraisal District Board of Directors for the 2012-2013 Term.** *This agenda item will allow the City Council to consider casting its vote from a slate of nominees desiring to serve on the Bexar Appraisal District Board of Directors for the period of January 1, 2012 through December 31, 2013. A voting resolution and the completed ballot must be returned to Bexar Appraisal District before December 15, 2011. (Mayor Riley)*

Discussion Agenda

9. **Discuss Possible City Council Meeting Re-Scheduling or Cancellations, M&C # 11-16-11.** *This agenda item will allow the City Council to discuss the merits of re-scheduling or cancelling upcoming City Council Meetings which occur during the Christmas and New Year Holiday Season. (Mayor Riley)*
10. **Update on Progress of Town Center Project, M&C # 11-17-11.** *This agenda item is to allow the City Council to receive a status report from the City Manager regarding the progress of the work on the Town Center Project. (Longoria)*
11. **City Manager's Report. (Longoria)**
- A. Informational Issues.
 - B. Monthly Departmental Reports.
 - C. Approved Minutes of City-Affiliated Boards, Committees, and Commissions. *This agenda item is to allow the City Council to review the work of its boards, committees, commissions, and affiliated City boards through the publication of approved meeting minutes on an ongoing basis.*
 - (1) Community Events Committee, September 28, 2011 Approved Meeting Minutes.
 - (2) City of Leon Valley Park Commission, September 12, 2011 Approved Meeting Minutes.
 - (3) Leon Valley Public Library Board of Trustees Meeting, September 12, 2011 Approved Meeting Minutes.
 - (4) Storm Water Advisory Committee, September 12, 2011 Approved Meeting Minutes.
 - D. **Future Agenda Items.**
 - (1) Consider Authorizing the City Manager to Enter into an Agreement for Medical Direction for the Fire Department EMS Program, December 2011.
 - (2) Consider Awarding Bid for the Slurry Seal Project for the Project Year 2012, December 2011.
 - (3) Report Activities to Strengthen the City of Leon Valley's Code of Ordinances, December 2011.
 - (4) Discuss Various Approaches and Consider Continuation and Expanded Use of American Textile Recycling Service (ATRS) Boxes, December 2011.
 - (5) Consider Action on Revisions to Chapter 3, "Signs," Article 3.04.013, "Temporary Signs." December 2011.
 - (6) Report on Activities to Commemorate the 60th Anniversary of the City of Leon Valley and to Commemorate the Sesquicentennial (150th) Anniversary of the Huebner-Onion House, December 2011.
 - (7) Consider Appointments to the LVEDC Board, January 2012.
 - (8) Consider Ordering the May 12, 2012 General Officers Election, January-March 2012.
 - (9) Presentation of Service Awards to Employees of the City of Leon Valley, January 2012.
 - (10) Consider Ordinance Establishing Library Bucks Program, January, 2012.

12. **Citizens to be Heard.**

13. **Announcements by the Mayor and Council Members.**

At this time, reports about items of community interest regarding 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 Council or a City official.

Community Events:

- 11-11-11 **“The Waste Management Dallas Cowboys Tickets” Charity Auction on E-Bay begins at 11 a.m. for ten (10) days for two tickets donated by Waste Management to benefit the Friends of the Leon Valley Public Library Children’s Wing Expansion Project. The Friends of the Leon Valley Public Library are a 501(c)(3) non-profit. The auction item will have an opening bid of \$300 for the two tickets on the Ring of Honor Level with proceeds to fund the Friends of the Leon Valley Public Library Children’s Wing Expansion Project. For more information, please see the Friends’ website at www.friendsoflvpl.org.**
- 11-12-11 **Annual Leon Valley Arbor Day, Saturday, 9 a.m. – 12 Noon, Leon Valley Public Library and Leon Valley Conference Center Green, 6421 Evers Road, Leon Valley.**
- 11-16-11 **Special City Council Agenda Posting for City Employees Thanksgiving Luncheon, City Council Chambers, 11:30 a.m.**
- 12-03-11 **Breakfast with Santa, Saturday, 8:30 a.m. – 10:30 a.m., Leon Valley Community Center, 6427 Evers Road, Leon Valley.**
- 12-05-11 **Leon Valley Tree Lighting Ceremony, Monday, 6:30 p.m. – 8:30 p.m., Leon Valley Community Center, Leon Valley.**
- 12-11-11 **Holiday Concert, Sunday, 2:30 p.m. – 4 p.m., Leon Valley Community Center, 6427 Evers Road, Leon Valley.**
- 01-28-12 **Town Hall Meeting, the exact meeting time is still to be determined.**

Executive Session

14. 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).

15. **Adjourn.**

I hereby certify that the above NOTICE OF PUBLIC MEETING AND AGENDA OF THE LEON VALLEY CITY COUNCIL MEETING was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on November 10, 2011 at 9 a.m. and remained posted until after the meeting hereby posted concluded. This notice was likewise 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 ahead of the meeting. To make arrangements call (210) 684-1391, Ext. 216.




Janie Willman, City Secretary

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 1, 2011**

The City Council of the City of Leon Valley, Texas, met on the 1st of November 2011 at 6:30 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

SPECIAL CITY COUNCIL MEETING – 6:30 P.M.

1. **Call to Order and Determine a Quorum is Present.**
Mayor Riley called the Special City Council Meeting to order at 6:29 p.m. Mayor Riley asked that the minutes reflect that the following City Council Members were present: Hill, Reyna, Baldrige, Dean, and Biever.

City Staff in attendance: City Manager Longoria, City Attorney McKamie, City Secretary Willman, Community Development Director/Interim Economic Development Director Flores, Human Resources Director Caldera, and Police Chief Wallace.
 2. **Executive Session in Accordance with the Texas Government Code.**
 - A. The City Council of the City of Leon Valley convened in Executive Session at 6:30 p.m., pursuant to Section 551.074, Personnel Matters, to deliberate the duties and responsibilities of Public Officers, the City of Leon Valley Economic Development Corporation Board Members, Related to Upcoming Appointments to the Board of the City of Leon Valley Economic Development Corporation, M&C # 11-01-11.
 - B. The City Council of the City of Leon Valley reconvened into Open Session at 7:15 p.m. and took no actions resulting from the Executive Session.
 3. **Adjournment.** Motion for adjournment by Councilman Reyna and second by Council Member Baldrige at 7:15 p.m. There being no other business to come before the Council, Mayor Riley adjourned the meeting at 7:15 p.m.
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REGULAR CITY COUNCIL MEETING – 7:00 P.M.

1. **Call to Order, Determine a Quorum is Present, and Pledge of Allegiance.**
Mayor Riley called the Regular City Council Meeting to order at 7:16 p.m. Mayor Riley asked that the minutes reflect that the following City Council Members were present: Hill, Reyna, Baldrige, Dean, and Biever.

City Staff in attendance: City Manager Longoria, City Attorney McKamie, City Secretary Willman, Community Development Director/Interim Economic Development Director Flores, Fire Chief Irwin, Human Resources Director Caldera, Library Director Trent, and Police Chief Wallace.

Council Member Baldrige led the assembly in the 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 at that meeting. They may direct staff to contact the

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requestor or request that the issue be placed on a future agenda for discussion by the Council.

Olen Yarnell, 7230 Sulky Lane, addressed the City Council regarding his suggestion about a Library Bucks Program. He suggested that the program be copied after the Parks Bucks Program.

The following persons addressed the City Council concerning Rose Ryan's employment status:
Al Baldrige, 6368 Parsley Hill Lane.
Rose Ryan, former Economic Development Director.
Mike Davis, 6634 Grist Mill.

Consent Agenda

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Motion by Councilman Reyna and second by Councilman Dean to approve Consent Agenda Items 3 and 4. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

3. **Consider Approval of the Meeting Minutes of the October 18, 2011 Regular City Council Meeting. (Willman)**
4. **Consider Approval of the Meeting Minutes of the October 19, 2011 Special City Council Meeting. (Willman)**

Mayor Riley announced that there was one correction to Consent Agenda Item 5 and that would be the appointment of Mr. Ruiz only to the BOMA and the Community Events committees due to the Capital Facilities Committee being at full membership capacity.

Motion by Councilman Reyna and second by Council Member Baldrige to appoint Mr. Ricardo Ruiz to the BOMA and Community Events committees. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

5. **Consider Action on M&C # 11-02-11, Appointing Members to the City's Boards, Committees, and Commissions: Business Managers' and Owners' Alliance Committee (BOMA), Community Events Committee, and the Capital Facilities Committee. (Mayor Riley)**

Discussion Agenda

6. **Discussion and Update of the American Textile Recycling Service (ATRS) Boxes for Future Consideration of the Expanded Use of the ATRS Boxes, M&C # 11-03-11.** *This agenda item is a follow-up report to the City Council on the initial six month trial of a non-attended recycling bin for textiles and recycling service program-related materials. (Jonathan Vela, ATRS)* On February 1, 2011, the City Council authorized

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the City Manager to allow a single ATRS box for a six month trial basis to evaluate the program. This agenda item is the follow-up discussion on the six month trial basis.

Jonathan Vela, Community Relations Coordinator for ATRS, updated the City Council on the following points regarding the un-attended donation station textiles recycling box. He noted changes in the box logo, the success in keeping the box clean and graffiti free, that the City has been paid \$250 since the program began resulting from the two plus tons of textiles recycled using the collection box. Mr. Vela asked that the Council place four more additional boxes throughout the City in high-trafficked areas to increase collection and to grant ATRS the exclusive right to provide this kind of service to the City.

The Council's input included various location suggestions for additional boxes, whether or not to add this use to the zoning table of uses, whether to authorize additional un-attended donation station boxes, whether to grant ATRS an exclusive contract, and the attendant issue of equity to other potential providers for the same kind of service. City Manager Longoria committed to bringing back a report on an approach of how best to proceed with this program.

7. **Community Yard Sale, M&C # 11-04-11.** *This agenda item is to allow the Council to discuss community yard sales in response to an idea proposed by a resident during the City Council's National Night Out meeting. (Mayor Riley)*

Mayor Riley introduced this agenda item. The Council discussed the different aspects of a community yard sale including advertising, the positive benefits of recycling through the re-sale of still serviceable items, and the attraction of persons from outside the City. Mr. McKamie indicated that the City Council could authorize a community yard sale by taking a vote on it. Mayor Riley indicated she would contact the resident who raised the topic.

8. **Report Update on Initiation of the Process to Obtain a Provider for Towing Services for the City of Leon Valley, M&C # 11-05-11.** This agenda item is to allow the City Council to receive an update on the progress of process to obtain a provider for towing services in the City of Leon Valley; initially reported to the Council on October 18, 2011. **(Chief Wallace)**

Chief Wallace detailed how the point system would be built into the Request for Proposals (RFP) for Towing Services for the City of Leon Valley. He went through a presentation that specified the criteria for assigning points as part of the RFP evaluation process.

The City Council questioned and discussed several specific areas of how the scoring will work in the RFP. The first question was about whether the towing companies will be bound by the tow pricing provided in the RFP answers. Staff answered that based on the information being provided was in response to a specific scenario, that the towing companies will not be bound to the pricing provided. A question was raised regarding the charge of administrative fees, as to whether it would be figured on percentages or a dollar figure. The City Manager answered that typically companies will describe it in RFPs and agreements as a percentage of the tow fees the towing company is

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assessing. It was noted that some administrative fees are described in numbers of dollars. Mr. Longoria noted that the City of Leon Valley is leaving this area open for towing companies to describe how the administrative fees will be assessed. Another area questioned is how the number of points will be assigned based on companies joining together in joint ventures to quantify the number of years of experience. There was discussion about whether amounts for administrative fees should be quantified in dollars versus percentages. Also discussed was the effect of wait versus actual tow or work time.

City Manager Longoria suggested to the Council that staff will do a survey of other cities to see what kind of percentages they have applied to the contracts and report the finding of the survey to the City Council before the RFP scoring matrix is finalized.

The issue of equity was raised, Council inquired about ensuring that historically underutilized businesses be approached to ensure access to the City's procurement. City Manager Longoria assured the Council that the City is using the State-prescribed procurement process. He detailed the complexity of adopting and using a HUB-based policy as requiring very extensive study and cost to assess disparity in treatment as the basis for its need, use, and adoption. Council asked the City Manager to do what he can to ensure small businesses have the opportunity to compete in the procurement process in Leon Valley.

- 9. Discussion of Chapter 6, "Health & Sanitation," Article 6.05, "Smoking Regulations." M&C # 11-06-11.** *This agenda item is to allow the City Council to receive a report from the Department of Community Development on a concern from a resident about enforcement of the City's Smoking Ordinance. (Flores)*

Community Development Director Flores reported to the Council that this complaint had been thoroughly checked. She answered the City Council's questions regarding the City's Smoking ordinance and regulations. Ms. Flores reported that smoke fumes and smell were determined to be unfounded during the incident investigation. The property manager, Greenblum Investments, installed a power vent at the expense of \$2,500 and engaged two third party contractors to report back regarding the complaint of smoke or the presence of nicotine in the air. The contractors reported that Bandera Bowling Alley's air quality was found to be acceptable and there was no nicotine present. It was noted that there are nine additional vented charcoal filters installed with regular maintenance. It was further noted that smoking is not allowed during family friendly hours from 8 a.m. to 7 p.m. Staff's recommendation of that the current smoking ordinance appears to be adequate and that no change to the smoking ordinance be made at this time unless so directed by the Council. The Council thanked Ms. Flores and her staff for their thorough work on this complaint. The Council did not direct any changes to the City's current Smoking Ordinance and regulations.

- 10. Discussion for Future Consideration of Revisions to Chapter 3, "Signs," Article 3.04.013, "Temporary Signs." M&C # 11-07-11.** *This agenda item is to allow the City Council to receive a report and discuss the proposed temporary sign revisions as developed through the work of the ad-hoc Sign Committee. (Flores)*

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Community Development Director Flores detailed the history of this agenda item and how the revisions were studied and brought forth through the Council's ad-hoc committee. Council discussed the rubric and made some suggestions. Council discussed the need to educate the City's businesses of the proposed changes using the Business Owners and Managers Alliance (BOMA), the City of Leon Valley Economic Development Corporation, and the Leon Valley Area Chamber of Commerce. It was discussed that what is proposed seems to be a reasonable compromise between what was and what is proposed. There was some question about code enforcement of garage sale permits and signs placed too early or left out after the permitted sale time. It was suggested to change the Saturday 6 a.m. start time to Friday evening at 6 p.m. with Sunday at 8 p.m. being fine as the time to remove signs. The Council reached a consensus to leave holiday weekends as suggested. Staff agreed to make the recommended changes and bring the agenda item back to allow the Council to officially consider adopting the changes at a future meeting.

- 11. Update on Progress of Town Center Project, M&C # 11-08-11.** *This agenda item is to allow the City Council to receive a status report from the City Manager regarding the progress of the work on the Town Center Project. (Longoria)*

City Manager Longoria reported that there was mediation meeting the week before. There is an Executive Session later this evening to report on the legal issues related to the ongoing Town Center Project work.

- 12. City Manager's Report. (Longoria)**

A. Informational Issues. City Manager Longoria asked the City Secretary to report on the upcoming Elections dates, times, and important events relating through the end of the Special Election for the Street Maintenance Sales Tax. City Secretary Willman noted important facets of the Special Election through the anticipated date of the Election Canvass on November 15.

Mr. Longoria also reported that over 200 pounds of drugs were turned in to the Police Department as part of the U.S. Drug Enforcement Administration's program to collect and dispose of outdated and unused narcotic medications. Mayor Riley noted that there is a program that residents may call for hazardous waste one time per year based on a countywide grant.

The City Manager announced the upcoming VIA-BRT (Bus Rapid Transit) Planning Workshop Meeting on Thursday, November 10 from 1 p.m. to 5 p.m.

Mr. Longoria introduced the next agenda item informing the Council that starting with the September 2011 approved meeting minutes of the Council's different boards, this will be a standing agenda item to encourage linkage between the work the boards do and the City Council. He indicated it is a furtherance of transparency and allows the community to remain current on the meetings of the various City boards and committees.

Mr. Longoria reported that the City Council has set a goal of completing the appointments process to the Economic Development Corporation by the

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January 17, 2012 City Council Meeting.

Regarding the upcoming agenda item on strengthening the Code of Ordinances, the City Manager indicated focus will be given on Code Compliance-related programs such as the one demonstrated in the City of Farmers Branch at the recent TML Conference.

- B.** Approved Minutes of City-Affiliated Boards, Committees, and Commissions. *This agenda item is to allow the City Council to review the work of its boards, committees, commissions, and affiliated City boards through the publication of approved meeting minutes on an ongoing basis.*
- (1) Leon Valley Economic Development Corporation Meeting Minutes of September 28, 2011.
 - (2) Leon Valley Zoning Commission Meeting Minutes of September 27, 2011.
 - (3) Earthwise Living Committee Meeting Minutes of September 13, 2011.
- C. Future Agenda Items.**
- (1) Appointments to the Leon Valley Economic Development Corporation Board.
 - (2) Medical Director Contract, November 15, 2011.
 - (3) Canvass the Results of the Street Maintenance Sales Tax Election, November 15, 2011.
 - (4) Report Activities to Strengthen the City of Leon Valley's Code of Ordinances, November 15, 2011.
 - (5) Report on Activities to Commemorate the 60th Anniversary of the City of Leon Valley and to Commemorate the Sesquicentennial (150th) Anniversary of the Huebner-Onion House, December, 2011.

Council Member Hill reported that the first meeting is planned on the commemoration activities before Thanksgiving. She indicated she has been talking with a number of persons who want to be involved to increase the available pool of people available to add to the energy and ideas in staging the event.

13. Citizens to be Heard. There were no citizens to be heard.

14. Announcements by the Mayor and Council Members.

At this time, reports about items of community interest regarding 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 Council or a City official.

Community Events:

Early Voting through 11-04-11

Street Maintenance Sales Tax Election Early Voting Begins at the Leon Valley Conference Center, 6421 Evers Road, and continues through 10 – 28 from 8 a.m. to 6 p.m., 10 – 29 from 10 a.m. to 6 p.m., 10 – 30 from 12 p.m. to 6 p.m., 10 – 31 through 11 – 04 from 8 a.m. to 8 p.m., Election Day, 11 – 08, 7 a.m. – 7 p.m.

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- 11-03-11 Community Meeting at 6:30 p.m., Bexar County Flood Control, Leon Valley Conference Center, 6427 Evers Road, Leon Valley.**
- 11-10-11 VIA Bus Rapid Transit (BRT) Charrette, 1 p.m.-5 p.m., Leon Valley Conference Center, 6421 Evers Road, Leon Valley.**
- 11-12-11 Annual Leon Valley Arbor Day, Saturday, 9 a.m. – 12 Noon, Leon Valley Public Library and Leon Valley Conference Center Courtyard, 6421 Evers Road, Leon Valley.**
- 12-03-11 Breakfast with Santa, Saturday, 8:30 a.m. – 10:30 a.m., Leon Valley Community Center, 6427 Evers Road, Leon Valley.**
- 12-05-11 Leon Valley Tree Lighting Ceremony, Monday, 6:30 p.m. – 8:30 p.m., Leon Valley Community Center, Leon Valley.**
- 12-11-11 Holiday Concert, Sunday, 2:30 p.m. – 4 p.m., Leon Valley Community Center, 6427 Evers Road, Leon Valley.**

Council Member Baldrige thanked those persons who attended and participated in the Annual Fund Raiser hosted by the Leon Valley Historical Society to benefit the historic Huebner-Onion House.

Councilman Bieber indicated the TML seminar on Code Enforcement was a good program.

Mayor Riley announced that the Leon Valley Historical Society is partnering with the Jesus Christ of Latter Day Saints Mormon Church in the community to work an upcoming clean-up event of the natural area.

The City Council presented Council Member Baldrige with a birthday cake, a card, and sang the birthday song honoring her recent birthday.

Executive Session

- 15. Executive Session in Accordance with the Texas Government Code.**
The City Council of the City of Leon Valley convened in Executive Session at 8:55 p.m. regarding the Fiesta Dodge Property, M&C # 11-09-11.
 - A.** Pursuant to Section 551.087, Deliberation Regarding Economic Development Negotiations (1) to Discuss or Deliberate Regarding Commercial or Financial Information that the Governmental Body Seeks to Have Locate, Stay, or Expand in or Near the Territory of the Governmental Body and With Which the Governmental Body is Conducting Economic Development Negotiations.
 - B.** The City Council of the City of Leon Valley reconvened into Open Session at 10 p.m. and did not take any actions resulting from the Executive Session.
- 16. Executive Session in Accordance with the Texas Government Code.**
The City Council of the City of Leon Valley convened concurrently in Executive Session at 8:55 p.m. regarding the Town Center Project, M&C # 11-10-11.
 - A.** Pursuant to Section 551.087, Deliberation Regarding Economic Development Negotiations (1) to Discuss or Deliberate Regarding Commercial or Financial Information that the Governmental Body Seeks to

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Have Locate, Stay, or Expand in or Near the Territory of the Governmental Body and With Which the Governmental Body is Conducting Economic Development Negotiations.

- B.** The City Council of the City of Leon Valley reconvened into Open Session at 10 p.m. and took no actions resulting from the Executive Session.
- 17.** 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).
- There was no Executive Session held under this agenda item.
- 18. Adjourn.** Motion by Councilman Reyna and second by Councilman Biever to adjourn. With no other business to come before the City Council, Mayor Riley adjourned the meeting at 10 p.m.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2011
M&C # 11-11-11

TO: MAYOR AND CITY COUNCIL

SUBJECT: TO MAKE BOARD, COMMITTEE, AND COMMISSION APPOINTMENTS BY MINUTE ORDER.

PURPOSE

The following application reflects a request to serve on the City of Leon Valley Boards, Committees, and Commissions:

Earthwise Living Committee

Jacob R. Benavides

Park Commission

Jacob R. Benavides

Please note that the applicant also applied for service on other boards which are either inactive or are at full membership capacity. The applicant has been advised that his application is being considered for the Earthwise Living Committee and the Park Commission.

S.E.E IMPACT

Social Equity – Every resident, business owner/operator, and other stakeholders are encouraged to volunteer and actively participate in the decision-making process that directly affects their community.

Economic Development – Citizens whom engage in the decision making process and contribute to the policy making of Leon Valley are spokesmen for the City.

Environmental Stewardship – Citizens whom engage in the process understand the City's initiatives and work to improve the quality of life in Leon Valley.

FISCAL IMPACT

Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

City of Leon Valley - VOLUNTEERS WANTED!

Volunteers help to make the City of Leon Valley a great place to live, work and do business! If you are willing to share your time and talents with your community, we would very much be interested in hearing from you. Please consider these opportunities to meet new community members, learn more about your City and help make Leon Valley its best.

- Bandera Road Site - Community Advisory Group:** This Group meets quarterly to listen to updates from the Environmental Protection Agency (EPA) about the contaminate water plume in the City and inform the Council and the community about the EPA's actions and findings and make suggestions in the remediation and investigation process. The water plume is centered at approximately the intersection of Grissom and Bandera Roads. They usually meet quarterly at 5:30 p.m. at the Leon Valley Conference Center.
- Board of Adjustment:** The Board of Adjustment (BOA) has the power to review and approve variances from zoning ordinance requirements and administrative decisions (Zoning Interpretations) that create unnecessary hardships in the development of property because of exceptional or extraordinary conditions. Unlike other boards or commissions, the BOA makes the final decision on items that come before it; variances are not passed on to City Council for final approval. Meetings are held on call and are typically held on Monday evenings at 6:30 p.m. at City Hall. There are five (5) members and four (4) alternates.
- Business Managers' and Owners' Alliance Committee (BOMA):** This committee, formerly the Business Alliance Committee, has taken a new name and a new emphasis to act as a business advisory committee to City Council and local businesses on business-related topics. Additional goals are: to assist in providing business incentive ideas and programs to encourage a robust economy and to retain and attract businesses; to advise on specific efforts that will market the Leon Valley business community; to facilitate business vitality by new and existing business retention, expansion, and beautification projects; and to assist the City in creating a unified theme of development that will promote future business development and redevelopment of existing properties. Meetings are held the second Wednesday of each month, at 1:00 p.m. at the Leon Valley Kinman House, 6417 Evers Road.
- Community Events Committee:** The Community Events Committee (CEC) is committed to providing volunteer support and coordination for the various City-sponsored civic events including the 4th of July Celebration, the Beautification Awards Program, the Grandparents' Day Concert, and the Holiday Lighting Program. Monthly meetings are held on the third Wednesday at 6:30 p.m. at the Conference Center or Kinman House.
- Earthwise Living Committee:** The Earthwise Living Committee (EWLC) is dedicated to providing community education that will develop a sustainable way of life in harmony with the natural surroundings. The EWLC sponsors and coordinates the annual Earthwise Living Day held on the last Saturday in February. Monthly meetings are held on the second Tuesday at 6:00 p.m. at the Public Works Service Center off Evers Road.
- Library Board of Trustees:** This Board of seven appointed members serve for terms of 2 years, and meets the second Monday of each month in the Library at 7:00 p.m. to discuss Library projects and plans and to review Library policies.
- Park Commission:** The Park Commission (PC) is an advisory commission, of Leon Valley citizens, which makes recommendations to the City Council regarding park ordinances and policies, as well as serves as a liaison for the City with the public for park matters. Meetings are held on the second Monday of each month at 7:00 p.m. at City Hall. There are nine (9) members on this commission.

Tree Advisory Board: This seven member (7) Board with three (3) alternate members will meet to oversee the Leon Valley Tree Challenge and work toward the City's goal to plant 10,000 trees by the year 2020. Board members serve a term co-terminus with the Mayor. This Board began meeting in July 2009 and holds their meetings monthly at 6:30 p.m. in Council Chambers on the 3rd Wednesday of the month.

Zoning Commission: The Zoning Commission (ZC) acts as an advisory board to the City Council on land use and zoning matters. The Commission holds public meetings on all matters relating to:

- the creation of zoning districts
- the enforcement of zoning regulations
- amendments to all zoning ordinances
- any other matter within the scope of the zoning power

Meetings are held on the fourth Tuesday of each month at 6:30 p.m. at City Hall. There are seven (7) members and three (3) alternates.

Leon Valley Now Volunteers: These volunteers serve as volunteer code enforcement assistants. They patrol a designated area of the City and report violations of City Code which the Code Enforcement Officer will investigate. There are no formal meetings after the initial training sessions. These volunteers work closely with the Community Development Department and the City's Code Enforcement Officers.

Volunteer Park Patrol: This new volunteer group assists the Leon Valley Police Department in helping to manage our recreational and trail areas within the City. The volunteers will be called upon to assist staff in providing a safe environment for park patrons. The Park Patrol volunteers will receive basic training in various subjects related to the position, including public relations, first aid, CPR, policies and procedures, and special event assistance. Please see the homepage of the City's website at www.leonvalleytexas.gov for additional information.

Other Volunteer Activities: If you would like to assist with July 4th parade activities, the annual holiday tree lighting event, on actual Trade & Market Days, in our library shelving books and etc., or just when there is a special event - consider checking this box. You will be assigned duties on the day of the activity and your help is always welcomed!

I would like to serve on the Committee(s) I have checked above. Please contact me with further information regarding meetings and appointment.

I'm not able to volunteer at this time, but perhaps in the future.

Name	JACOB R. PEVADES	Address	7520 LINKLEA
Phone Number	(210) 364-0299	E-mail Address	
Alternate Phone Number	(210) 690-7451		

Where to return your application:
 Mail or drop off your application in care of the Mayor's Office at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238-2399, or fax your application to (210) 684-4476, or email to Mayorriley@leonvalleytexas.gov.

Item 5

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2011
M&C # 11-12-11

TO: MAYOR AND COUNCIL

SUBJECT: APPROVAL OF THE TAX ROLL FOR THE CITY OF LEON VALLEY,
TEXAS, FOR THE 2011 TAX YEAR AND THE ATTACHED ORDINANCE

PURPOSE

Each year once Council has adopted a **Tax Rate**, the Bexar County Tax Assessor furnishes a summary of the **Tax Roll**. Section 26.09e of the State Property Tax Code requires the **Tax Roll** be approved by the taxing units governing body. Attached is the Ordinance and Tax Roll Statement for such approval.

FISCAL IMPACT

Ad valorem taxes provide revenue for the General Fund to provide service such as Police and fire protection, emergency medical service, construction, operation, maintenance and repair of the City's infrastructure including streets, sidewalks, curbs, drains, right-of-way, traffic control systems and signage, zoning, planning and subdivision administration, building inspections, code compliance, recreational activities, library services and government administration.

RECOMMENDATION

Approve the 2011 Tax Year Tax Roll as furnished by the Bexar County Tax Assessor Collector.

S.E.E. IMPACT STATEMENT

Social Equity – A responsible municipal budget strives to allocate taxpayer's dollars in an efficient and effective manner that represents all citizens equally. The adoption of the 2011 Tax Roll will provide revenue to support City services.

Economic Development – Utilizing tax payer monies to maximize public safety, city administration and city programs/services allows the City to actively pursue Economic Development opportunities.

Item 5

Environmental Stewardship – The City's El Verde by 2020 initiative continues to be supported through careful allocation of budgetary dollars that promotes sustainability. Ad Valorem Taxes are the most stable source of revenue for the General Fund.

APPROVE: _____

DISAPPROVE: _____

APPROVE WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

TAX ROLL STATEMENT AS OF OCTOBER 01, 2011

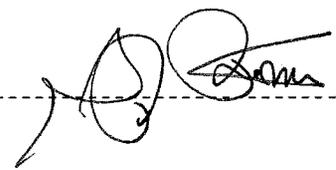
TAX ASSESSMENT ROLLS OF LEON VALLEY FOR THE YEAR 2011 SHOW THE FOLLOWING SUMMARIES:

ROLL	NUMBER ACCTS	MARKET VALUE	TAXABLE VALUE	FREEZE LOSS	TOTAL LEVY
REAL PROPERTY	4,048	699,287,940	632,810,023	75,094.16	3,314,982.72
MOBILE HOMES	38	761,603	667,843	0.00	3,576.32
PERSONAL PROPERTY	387	32,223,499	30,513,309	0.00	164,404.03
INTANGIBLES	8	13,084,985	13,084,985	0.00	70,071.40
TOTAL	4,481	745,358,027	677,076,160	75,094.16	3,553,034.47

RATE OF TAXATION ASSESSMENT RATIO 100%
TOTAL TAX RATE 00.535510

SYLVIA S. ROMO
TAX ASSESSOR-COLLECTOR BEXAR COUNTY
BY:

OCTOBER 05, 2011



ORD. NO.

AN ORDINANCE

APPROVING THE TAX ROLL OF THE CITY OF LEON VALLEY, TEXAS, FOR THE 2011 TAX YEAR

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

1. The City Council of the City of Leon Valley hereby officially approves the City Tax Roll as required by Section 26.09e of the State Property Tax Code.
2. A signed copy of this ordinance shall be submitted to Sylvia S. Romo, C.P.A., Bexar County Tax Assessor-Collector.
3. This ordinance shall take effect immediately upon its passage and approval as required by law.
4. This Tax Roll statement is as of October 1, 2011.

PASSED and **APPROVED** this 15th day of November 2011.

ATTEST:

Chris Riley, Mayor

Janie Willman, City Secretary

APPROVED AS TO FORM:

City Attorney

Item 6

MAYOR AND COUNCIL COMMUNICATION

**DATE: November 15, 2011
M&C: # 11-13-11**

TO: MAYOR AND CITY COUNCIL

SUBJECT: CANVASS THE RETURNS OF THE NOVEMBER 8, 2011 SPECIAL ELECTION FOR THE CITY OF LEON VALLEY HELD FOR THE PURPOSE OF ALLOWING VOTERS TO VOTE FOR OR AGAINST THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF LEON VALLEY AT THE RATE OF ONE-QUARTER (1/4) OF ONE PERCENT (0.0025000) TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS.

PURPOSE

The purpose of this agenda item is to allow the City Council to canvass the results of the November 8, 2011 Special Election for the Reauthorization of the Street Maintenance Sales Tax.

FISCAL IMPACT

None at this time.

RECOMMENDATION

That the City Council pass and adopt the attached Resolution canvassing the results of the November 8, 2011 Special Election.

S.E.E. IMPACT STATEMENT

Social Equity: The City of Leon Valley City Council affirms its commitment to a superior quality of life by providing a superb infrastructure. Allowing the qualified voters of the City of Leon Valley to consider whether or not to reauthorize the Local Sales and Use Tax for at one-quarter of one percent to continue providing revenue for the maintenance and repair of municipal streets is demonstrating Social Equity and responsiveness to a superior quality of life to residents, businesses, and stakeholders in the City of Leon Valley.

Economic Development: Ensuring safe and passable streets serves as the foundation of the City of Leon Valley's commitment and attraction of quality economic development initiatives.

Environmental Stewardship: Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE NOVEMBER 8, 2011 SPECIAL ELECTION OF CITY OF LEON VALLEY HELD FOR THE PURPOSE OF ALLOWING VOTERS TO VOTE FOR OR AGAINST THE REAUTHORIZATION OF THE LOCAL SALES AND USE TAX IN THE CITY OF LEON VALLEY, TEXAS AT THE RATE OF ONE-QUARTER (1/4) OF ONE PERCENT (0.0025000) TO CONTINUE PROVIDING REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS

WHEREAS, on July 19, 2011, the City Council of the City of Leon Valley, approved Ordinance No. 11-012, ordering a Special Election to be held in the City of Leon Valley on November 8, 2011, to allow the voters to vote for or against the reauthorization of the local sales and use tax in the City of Leon Valley, Texas at the rate of one-quarter (1/4) of one percent (0.0025000) to continue providing revenue for maintenance and repair of municipal streets; and

WHEREAS, the Leon Valley City Council has reviewed matters pertaining to said election and finds that said election was duly held at the time and place specified, after due notice as required by law had been given by posting and publication; and

WHEREAS, state law requires that the governing body of the City of Leon Valley canvass the Special Election.

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

- 1. The City of Leon Valley held a Special Election on November 8, 2011 to allow its voters to vote for or against the reauthorization of a local sales and use tax in the City of Leon Valley, Texas at the rate of one-quarter (1/4) of one percent (0.0025000) to continue providing revenue for maintenance and repair of municipal streets under the authority of Chapter 327.007(b) of the Texas Tax Code; and
2. The Leon Valley City Council officially finds, determines, and declares that the election was duly and properly conducted and noticed in accordance with the Texas Election Code and that the returns of the Special Election are canvassed by the City Council in accordance with the law; and
3. The Leon Valley City Council accepts the canvassed results of said Special Election which indicate:

Table with 4 columns: Category, Early Votes, Election Day Votes, Total Votes. Rows: FOR, AGAINST.

On the following proposition:

Proposition

“The Reauthorization of the Local Sales and Use Tax in the City of Leon Valley, Texas at the Rate of One-Quarter (1/4) of One Percent to Continue Providing Revenue for Maintenance and Repair of Municipal Streets.”

The results reflected by the election returns indicate that the proposition passed by a total of 347 votes.

4. The Leon Valley City Council, acting as the canvassing board, finds and declares that figures on election records correspond to the figures on these election returns for the Special Election held on November 8, 2011 and declares that the election results reflect the expressed desires of those persons voting at said election.

PASSED and **RESOLVED** this 15th day of November 2011.

Chris Riley, Mayor

ATTEST:

Janie Willman, City Secretary

November 8, 2011 Special Election Unofficial Tabulation of Election Results

PROPOSITION

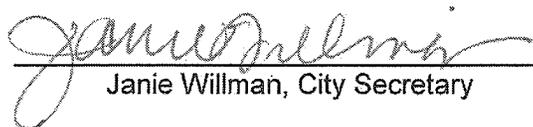
“The Reauthorization of the Local Sales and Use Tax in the City of Leon Valley, Texas at the Rate of One-Quarter (1/4) of One Percent (0.0025000) to Continue Providing Revenue for Maintenance and Repair of Municipal Streets.”

	By Personal Appearance	Early Voting Mail Ballots	Early Voting Early Voting Ballots Cast	TOTAL Election Day Votes Cast	Election Day TOTAL VOTES CAST
FOR the Proposition	_____	_____	<u>246</u>	<u>101</u>	<u>347</u>
AGAINST the Proposition	_____	_____	<u>34</u>	<u>27</u>	<u>61</u>
PROVISIONAL VOTES	_____			_____	_____

This is an **Unofficial Tabulation** of the election results. Provisional ballots will be delivered to the Voter Registrar on Wednesday, November 9, 2011. The Voter Registrar has three business days to review the provisional ballots and determine whether they will be accepted or rejected. The provisional ballots will be returned to the Early Voting Ballot Board, who will then meet to count or not count (depending on the Voter Registrar's disposition) the ballots. The presiding judge of the Early Voting Ballot Board shall make a new return sheet of the votes. The determination of provisional ballots will be available on Monday, November 14, 2011.

The **Official Canvass** of the election will be conducted Tuesday, November 15, 2011 at a Leon Valley City Council Meeting at 7:00 p.m. to be held in the Leon Valley City Hall Council Chambers, 6400 El Verde Road, Leon Valley, Texas, 78238.

Total Voters	<u>408</u>
Total Early Voters	<u>280</u>
Total Mail Ballots Received	_____
Total Provisional Votes	_____
Total Election Day Voters	<u>128</u>


Janie Willman, City Secretary

Nov. 8, 2011, 10:59 pm
Date/Time

Run Date: 11/09/11 10:20 AM

Report EL45A Page 001

	TOTAL VOTES	%	Early Vote	Election Day
City of Leon Valley Proposition				
VOTE FOR 1				
(WITH 6 OF 6 PRECINCTS COUNTED)				
FOR	347	85.05	246	101
AGAINST	61	14.95	34	27

Joseph F. Callan

Numbered Key Canvass

Bexar County, Texas
Amend, Joint, Genrl, Spec & Bond
November 8, 2011

(Early Vote)

RUN DATE:11/09/11 10:33 AM

REPORT-EL52 PAGE 0001

City of Leon Valley Proposition

VOTES PERCENT

VOTES PERCENT

VOTE FOR 1

01 = FOR

02 = AGAINST

246 87.86
34 12.14

03 = OVER VOTES
04 = UNDER VOTES

0
5

	01	02	03	04
2061	9	3	0	0
2111	123	12	0	2
2112	34	8	0	2
2134	1	1	0	0
2143	79	10	0	1
3032	0	0	0	0

Numbered Key Canvass

Bexar County, Texas
Amend. Joint, Genrl, Spec & Bond
November 8, 2011

(Election Day)

RUN DATE:11/09/11 10:34 AM

REPORT-EL52 PAGE 0001

City of Leon Valley Proposition

VOTES PERCENT

VOTES PERCENT

VOTE FOR 1

01 = FOR
02 = AGAINST

101 78.91 03 = OVER VOTES
27 21.09 04 = UNDER VOTES

0
2

	01	02	03	04
2061	14	4	0	0
2111	29	6	0	1
2112	32	4	0	1
2134	0	2	0	0
2143	26	11	0	0
3032	0	0	0	0

Numbered Key Canvass

Bexar County, Texas
Amend, Joint, Genrl, Spec & Bond
November 8, 2011

Unofficial Results

RUN DATE:11/09/11 10:33 AM

REPORT-EL52 PAGE 0001

City of Leon Valley Proposition

VOTES PERCENT

VOTES PERCENT

VOTE FOR 1

01 = FOR

02 = AGAINST

347 85.05
61 14.95

03 = OVER VOTES
04 = UNDER VOTES

0
7

	01	02	03	04
2061	23	7	0	0
2111	152	18	0	3
2112	66	12	0	3
2134	1	3	0	0
2143	105	21	0	1
3032	0	0	0	0

MAYOR AND COUNCIL COMMUNICATION

**DATE: November 15, 2011
M&C: # 11-14-11**

TO: MAYOR AND CITY COUNCIL

SUBJECT: AUTHORIZE THE CITY MANAGER TO AMEND THE FINES AND FEES CONTRACT WITH LINEBARGER GOGGAN BLAIR & SAMPSON (LBG&S) TO ALLOW FOR THE COLLECTION OF OTHER RECEIVABLES SUCH AS EMERGENCY MEDICAL AND TRANSPORTATION SERVICES DELINQUENT ACCOUNTS FOR A PERIOD OF JANUARY 1, 2012 TO SEPTEMBER 30, 2016

PURPOSE

Authorize the City Manager to amend the Fines and Fees contract with LBG&S that was executed on April 19, 2011 by adding the collection of other receivables such as Emergency Medical and Transportation delinquent accounts.

Currently the City contracts with Business Professionals for the collection of delinquent EMS accounts. The total amount in delinquent status with Business Professionals is \$1,416,002. Since fiscal year 2007 they have collected \$815. Business Professionals charges a collection fee of forty percent (40%) of what is collected. LBG&S collection fees will be thirty percent (30%) of what is collected.

FISCAL IMPACT

Funding for the collection services is derived from a thirty percent (30%) fee of what is collected.

RECOMMENDATION

Authorize the City Manager to amend the Fines and Fees contract with LBG&S that was executed on April 19, 2011 by adding the collection of other receivables such as Emergency Medical and Transportation delinquent accounts for a period of January 1, 2012 to September 30, 2016.

S.E.E. IMPACT STATEMENT

Social Equity – The efficient and effective collection of monies owed to the City insures that our tax payers do not suffer an increased burden due to users of City services who fail to pay for their obligations.

Economic Development – N/A

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST: _____

Janie Willman, City Secretary

ADDENDUM TO CONTRACT FOR FEES AND FINES COLLECTIONS

This Addendum to Contract is made by and between the **CITY OF LEON VALLEY (CLIENT)**, a political subdivision of the State of Texas acting herein by and through its governing body, and **LINEBARGER GOGGAN BLAIR & SAMPSON, LLP**, Attorneys at Law (**FIRM**).

CLIENT and FIRM previously entered into a written contract entitled "Contract for Fees and Fines Collection Services" on the 19th day of April, 2011. A copy of that contract is attached and marked as Exhibit A.

CLIENT and FIRM desire to amend the contract through this ADDENDUM so as to allow the CLIENT to refer other city receivables, in addition to court fees and fines, for collections. The amendments are as follows:

Paragraphs 2.01, 2.03, 2.04, and 2.05 of Article 2 of the original contract are amended to read as follows:

2.01 CLIENT agrees to employ and does hereby employ FIRM to provide specific legal services provided herein and enforce the collection of:

- a. Delinquent court fees and fines that are subject to this AGREEMENT, pursuant to the terms and conditions described herein; and*
- b. Other city receivables which CLIENT agrees to refer to the FIRM for collection and which the FIRM agrees to receive and undertake the collection thereof.*

Such legal services shall include but not be limited to recommendations and legal advice to CLIENT to take legal enforcement action; representing CLIENT in any dispute or legal challenge over authority to collect such court fees, fines, or other receivables; defending CLIENT in litigation or challenges of its collection authority; and representing CLIENT in collection interests in bankruptcy matters as determined by FIRM and CLIENT. This AGREEMENT supersedes all prior oral and written agreements between the parties regarding court fees, fines, and other receivables, and can only be amended if done so in writing and signed by all parties. Furthermore, this contract cannot be transferred or assigned by either party without the written consent of all parties.

If CLIENT chooses to refer to FIRM Emergency Medical and Transport Services delinquent accounts, FIRM will execute a separate Business Associates Agreement to acknowledge compliance with the Health Insurance Portability and Delinquent accountability Act, the Health and Human Services Department Standards for Individually Identifiable Health Information, 45 C.F.R. Parts 142, 160, 162 and 164, the Fair Debt Collection Practices Act, 15 U.S.C. 1692 et.seq., applicable Medicare and Medicaid rules and regulations and other state, federal and local laws. Said Business Associates Agreement will become an Addendum to the contract the same as if incorporated herein.

2.03 Fines and fees that are subject to this AGREEMENT are those that are more than sixty (60) days past due as of the effective date hereof and those that become more than sixty (60) days past due during the term hereof. As used in this section, "more than 60 days past due" has that meaning assigned by Subsection (f) of Art. 103.0031, Texas Code of Criminal Procedure [as amended by Senate Bill 782, 78th Legislature (2003), effective June 18, 2003]. The meaning assigned to the phrase "more than 60 days past due" shall, for the term and purposes of this AGREEMENT, survive any future amendments to, or repeal of, Article 103.0031, Texas Code of Criminal Procedure, or any parts thereof. Receivables other than court fees and fines that are subject of this agreement are those that are referred to FIRM by CLIENT with a request for collection action.

2.04 The CLIENT agrees to provide to the FIRM data regarding any fines, fees, and other receivables that are subject to this AGREEMENT. The data shall be provided by electronic medium in a file format specified by the FIRM. The CLIENT and the FIRM may from time-to-time agree in writing to modify this format. The CLIENT shall provide the data to the FIRM not less frequently than monthly.

2.05 The FIRM, in all communications seeking the collection of fines, fees, and other receivables shall direct all payments directly to the CLIENT at an address designated by the CLIENT. If any fines, fees, or other receivables are paid to the FIRM, said payments shall be expeditiously turned over to the CLIENT.

Paragraph 3.01 of Article 3 of the original contract is amended to read as follows:

3.01 The CLIENT agrees to pay the FIRM as compensation for the services required hereunder thirty (30%) percent of the total amount of all the fines, fees [exclusive of any collection fee assessed by the CLIENT pursuant to Subsection (b) of Article 103.0031, Texas Code of Criminal Procedure], and other receivables subject to the terms of this AGREEMENT as set forth in Section 2.03 above that are collected by the CLIENT during the term of this AGREEMENT. All compensation shall become the property of the FIRM at the time payment of the fines and fees is made to the CLIENT.

Paragraph 6.02 of Article 6 of the original contract is amended to read as follows:

6.02 At any time during the initial term of this AGREEMENT or any extension hereof, the CLIENT may terminate this AGREEMENT, with or without cause, provided the CLIENT delivers by certified mail a written notice to the FIRM allowing for a sixty (60) day period to collect any placements referred to the FIRM for collection before termination ("Termination Date"). Further, CLIENT retains the right to withdraw any receivables other than court fees and fines from collection at any time that this contract is in force and refer such other receivables to another firm at the discretion of CLIENT without the need to terminate the CONTRACT or this ADDENDUM.

This Addendum is executed on behalf of CLIENT and FIRM by the duly authorized persons whose signatures appear below.

WITNESS the signatures of all parties hereto in triplicate originals this, the _____ day of _____, AD 2011, BEXAR COUNTY, TEXAS.

CITY OF LEON VALLEY

**LINEBARGER GOGGAN
BLAIR & SAMPSON, LLP**

By: _____
MANUEL LONGORIA, JR
City Manager

By: _____
CLIFTON F. DOUGLASS III
Managing Partner – San Antonio

EXHIBIT A
CONTRACT FOR FINES AND FEES COLLECTION SERVICES

STATE OF TEXAS

COUNTY OF BEXAR

THIS CONTRACT (hereinafter "AGREEMENT") is made and entered into by and between CITY OF LEON VALLEY, acting herein by and through its governing body, hereinafter styled "CLIENT", and Linebarger Goggan Blair & Sampson, LLP, hereinafter styled "FIRM".

Article I

Nature of Relationship and Authority for Contract

1.01 The parties hereto acknowledge that this AGREEMENT creates an attorney-client relationship between CLIENT and FIRM.

1.02 The CLIENT hereby employs the FIRM to provide the services hereinafter described for compensation hereinafter provided.

1.03 This AGREEMENT is entered into pursuant to and as authorized by Subsection (a) of ART. 103.0031, Texas Code of Criminal Procedure.

Article 2

Scope of Services

2.01 CLIENT agrees to employ and does hereby employ FIRM to provide specific legal services provided herein and enforce the collection of delinquent court fees and fines that are subject to this AGREEMENT, pursuant to the terms and conditions described herein. Such legal services shall include but not be limited to recommendations and legal advice to CLIENT to take legal enforcement action; representing CLIENT in any dispute or legal challenge over authority to collect such court fees and fines; defending CLIENT in litigation or challenges of its collection authority; and representing CLIENT in collection interests in bankruptcy matters as determined by FIRM and CLIENT. This AGREEMENT supersedes all prior oral and written agreements between the parties regarding court fees and fines, and can only be amended if done so in writing and signed by all parties. Furthermore, this contract cannot be transferred or assigned by either party without the written consent of all parties.

2.02 The CLIENT may from time-to-time specify in writing additional actions that should be taken by the FIRM in connection with the collection of the fines and fees that are subject to this AGREEMENT. CLIENT further constitutes and appoints the FIRM as CLIENT's attorneys to sign all legal instruments, pleadings, drafts, authorizations and papers as shall be reasonably necessary to pursue collection of the CLIENT's claims.

2.03 Fines and fees that are subject to this AGREEMENT are those that are more than sixty (60) days past due as of the effective date hereof and those that become more than sixty (60) days past due during the term hereof. As used in this section, "more than 60 days past due" has that meaning assigned by Subsection (f) of Art. 103.0031, Texas Code of Criminal Procedure [as amended by Senate Bill 782, 78th Legislature (2003), effective June 18, 2003]. The meaning assigned to the phrase "more than 60 days past due" shall, for the term and purposes of this AGREEMENT, survive any future amendments to, or repeal of, Article 103.0031, Texas Code of Criminal Procedure, or any parts thereof.

2.04 The CLIENT agrees to provide to the FIRM data regarding any fines and fees that are subject to this AGREEMENT. The data shall be provided by electronic medium in a file format specified by the FIRM. The CLIENT and the FIRM may from time-to-time agree in writing to modify this format. The CLIENT shall provide the data to the FIRM not less frequently than monthly.

2.05 The FIRM, in all communications seeking the collection of fines and fees, shall direct all payments directly to the CLIENT at an address designated by the CLIENT. If any fines and fees are paid to the FIRM, said payments shall be expeditiously turned over to the CLIENT.

Article 3

Compensation

3.01 The CLIENT agrees to pay the FIRM as compensation for the services required hereunder thirty (30%) percent of the total amount of all the fines and fees [exclusive of any collection fee assessed by the CLIENT pursuant to Subsection (b) of Article 103.0031, Texas Code of Criminal Procedure] subject to the terms of this AGREEMENT as set forth in Section 2.03 above that are collected by the CLIENT during the term of this AGREEMENT. All compensation shall become the property of the FIRM at the time payment of the fines and fees is made to the CLIENT.

3.02 The CLIENT shall pay the FIRM by the twentieth day of each month all compensation earned by the FIRM for the previous month as provided in this Article 3. The CLIENT shall provide an accounting showing all collections for the previous month with the remittance.

Article 4

Intellectual Property Rights

4.01 The CLIENT recognizes and acknowledges that the FIRM owns all right, title and interest in certain proprietary software that the FIRM may utilize in conjunction with performing the services provided in this AGREEMENT. The CLIENT agrees and hereby grants to the FIRM the right to use and incorporate any information provided by the CLIENT ("CLIENT Information") to update the databases in this proprietary software, and, notwithstanding that CLIENT Information has been or shall be used to update the

databases in this proprietary software, further stipulates and agrees that the CLIENT shall have no rights or ownership whatsoever in and to the software or the data contained therein, except that the CLIENT shall be entitled to obtain a copy of such data that directly relates to the CLIENT's accounts at any time.

4.02 The FIRM agrees that it will not share or disclose any specific confidential CLIENT Information with any other company, individual, organization or agency, without the prior written consent of the CLIENT, except as may be required by law or where such information is otherwise publicly available. It is agreed that the FIRM shall have the right to use CLIENT Information for internal analysis, improving the proprietary software and database, and generating aggregate data and statistics that may inherently contain CLIENT Information. These aggregate statistics are owned solely by the FIRM and will generally be used internally, but may be shared with the FIRM's affiliates, partners or other third parties for purposes of improving the FIRM's software and services.

Article 5

Costs

5.01 The FIRM and CLIENT recognize that certain costs may be incurred in the process of providing any additional services contemplated in Section 2.02 above or in providing any special litigation services. The CLIENT agrees that all such costs shall be billed to the CLIENT, but that the FIRM will either (i) advance such costs on behalf of the CLIENT or, (ii) when possible, arrange with the vendor or agency providing the service that the costs of services will not be paid unless and until such costs are recovered by the CLIENT from the debtor.

5.02 The CLIENT acknowledges that the FIRM may provide such services with its own employees or with other entities or individuals who may be affiliated with the FIRM, but the FIRM agrees that any charges for such services will be reasonable and consistent with what the same services would cost if obtained from a third party.

5.03 The CLIENT agrees that upon the recovery of such costs, the CLIENT will (i) pay the FIRM for any such costs that have been advanced by the FIRM or performed by the FIRM and (ii) pay any third party agency or vendor owed for performing such services.

Article 6

Term and Termination

6.01 This AGREEMENT is drawn to cover a period of five (5) years beginning October 1, 2011 and ending September 30, 2016. The CLIENT shall have the option, exercisable at any time that this contract is in force, to renew and extend this agreement on its identical terms for four (4) additional periods of three (3) or five (5) years. The first extension shall commence on October 1, 2016. The remaining renewal options shall commence on October 1st of the year in which the previous option expires.

6.02 If, at any time during the initial term of this AGREEMENT or any extension hereof, the CLIENT may terminate this AGREEMENT with or without cause providing the CLIENT delivers by certified mail a written notice to the FIRM allowing for a sixty (60) day period to collect any placements referred to the FIRM for collection before termination ("Termination Date").

6.03 Whether this AGREEMENT expires or is terminated, the FIRM shall be entitled to continue to collect any items and to pursue collection of any claims that were referred to and placed with the FIRM by the CLIENT prior to the Termination Date or Expiration Date for an additional ninety (90) days following termination or expiration. The CLIENT agrees that the FIRM shall be compensated as provided by Article 3 for any such item or pending matters during the ninety (90) day period.

6.04 The CLIENT agrees that the FIRM shall be reimbursed for any costs advanced and shall be paid for any services performed pursuant to Article 5 when such costs are recovered by or on behalf of the CLIENT, regardless of the date recovered. It is expressly agreed that neither the expiration nor the termination of this AGREEMENT constitutes a waiver by the FIRM of its entitlement to be reimbursed for such costs and to be paid for such services. It is further expressly agreed that the expiration of any ninety (90) day period under Section 6.04 does not constitute any such waiver by the FIRM.

Article 7 *Miscellaneous*

7.01 Subcontracting. The FIRM may from time-to-time obtain co-counsel or subcontract some of the services provided for herein to other law firms or entities. In such cases, the FIRM will retain supervisory control and responsibility for any services provided by such co-counsel or subcontractors and shall be responsible to pay any compensation due to any such co-counsel or subcontractor.

7.02 Arbitration. Any controversy between the parties to this AGREEMENT involving the construction or application of any of the terms, covenants, or conditions of this AGREEMENT shall, on the written request of one party served on the other, be submitted to arbitration, and such arbitration shall comply with and be governed by the provisions of the Texas General Arbitration Act.

7.03 Integration. This AGREEMENT contains the entire AGREEMENT between the parties hereto and may only be modified in a written amendment, executed by both parties.

7.04 Representation of Other Governmental Entities. The CLIENT acknowledges and consents to the representation by the FIRM of other governmental entities that may be seeking the payment of fines and fees or other claims from the same person(s) as the CLIENT.

7.05 Value Added Services. The FIRM agrees to provide the CLIENT with ACT Lien Software at no cost to the CLIENT as long as this contract is in force.

7.06 Notices. For purposes of sending any notice under the terms of this contract, all notices from CLIENT shall be sent to FIRM by certified United States mail, or delivered by hand or by courier, and addressed as follows:

Linebarger Goggan Blair & Sampson, LLP
711 Navarro, Suite 300
San Antonio, Texas 78205
ATTN: Clifton F. Douglass III

All notices from the FIRM to the CLIENT shall be sent to CLIENT by certified United States mail, or delivered by hand or by courier, and addressed as follows:

City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78219

EXECUTED ON the 19th day of April, 2011.

CITY OF LEON VALLEY

LINEBARGER GOGGAN
BLAIR & SAMPSON, LLP

By: _____
CHRIS RILEY
Mayor

By: _____
CLIFTON F. DOUGLASS III
Managing Attorney – San Antonio

Exhibit B
ADDENDUM TO CONTRACT FOR FEES AND FINES COLLECTIONS

CITY OF LEON VALLEY DEPARTMENT OF HEALTH SERVICES
HIPAA COMPLIANCE BUSINESS ASSOCIATE AGREEMENT

THIS HIPAA COMPLIANCE BUSINESS ASSOCIATE AGREEMENT (hereinafter "Agreement") is made effective this 1st day of January 1, 2012 ("EFFECTIVE DATE") by and between LINEBAREGR GOGGAN BLAIR & SAMPSON, LLP (hereinafter "FIRM") and the CITY OF LEON VALLEY FIRE DEPARTMENT/EMS (hereinafter "CLIENT").

PURPOSE:

The purpose of this Agreement is to satisfy the obligations of CLIENT under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and its implementing regulations issued by the U.S. Department of Health and Human Services (45 C.F.R. Parts 160-164), as may be modified or amended from time to time to ensure the integrity and confidentiality of "Protected Health Information".

DEFINITIONS:

Terms used herein, but not otherwise defined in this Agreement shall have the meaning and definition of those terms as set forth in the Privacy Rule. For convenience of reference, the definition of additional relevant terms is set forth as follows:

- a) "**Protected Health Information**" shall have the same meaning as the term "protected health information" as defined in the Privacy Rule, limited to the information created or received by FIRM from or on behalf of CLIENT.
- b) "**Privacy Rule**" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160-164, Subpart A and E.
- c) "**Existing Contract**" shall mean any separate and underlying agreement(s) or contract(s) between the parties herein providing for third party collection services to be provided by FIRM for and on behalf of CLIENT. Said "Existing Contract" is a separate and self-sustaining contract document that shall remain independently valid and in effect pursuant to its terms. An "Existing Contract" may be executed concurrently with this Agreement or, alternatively, at any time and place appropriate and as agreed between the contracting parties.

PARTIES:

CLIENT shall be, for purposes of this Agreement, a "Business Associate" as that term is defined by the Privacy Rule. CLIENT shall be, for purposes of this Agreement, a "Covered Entity" as that term is defined by the Privacy Rule.

EXISTING CONTRACT:

FIRM and CLIENT are parties to an Existing Contract(s), said contract being a separate, underlying and continuing contract and agreement providing for third party collection services by FIRM for and on behalf of CLIENT. The provisions of this Agreement shall be separate, and in addition to, the provisions, rights, duties and obligations of the respective parties to the continuing Existing Contract.

IN CONSIDERATION OF the recitals herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, FIRM and CLIENT agree as follows:

1. Independent Contractor Status

The parties expressly agree that FIRM is an independent contractor. Nothing in this Agreement is intended, nor shall be construed to create an employer-employee relationship nor a joint venture relationship, nor to allow CLIENT to exercise direction or control over the manner or method by which FIRM performs the services which are the subject matter of the Existing Contract or this Agreement.

2. Applicability of Terms; Conflicts.

This Agreement applies to all past, present, and future contracts and relationships between FIRM and CLIENT, written or unwritten, formal or informal, in which CLIENT provides any Protected Health Information to FIRM in any form whatsoever. As of the Effective Date, this Agreement automatically amends all existing agreements between FIRM and CLIENT that involve the use or disclosure of Protected Health Information. This Agreement shall automatically be incorporated in all subsequent agreements between FIRM and CLIENT that involve the use or disclosure of Protected Health Information whether or not specifically referenced therein. In the event of any conflict or inconsistency between the provisions of this Agreement and the provisions of any other agreement between FIRM and CLIENT, the provisions of this Agreement shall control unless the parties specifically agree to the contrary in writing. Any ambiguity in this Agreement shall be resolved to permit the parties to comply with the Privacy Rule.

3. Permitted Use and Disclosures of Protected Health Information.

FIRM is permitted to use or disclose Protected Health Information as follows:

A. Functions and Activities on City's Behalf.

FIRM is permitted to use and disclose Protected Health Information for purposes authorized by CLIENT for completion of contractual and legal duties as set forth in any Existing Contract between the parties or through specific oral instruction.

B. Firm's Operations.

FIRM may use and disclose Protected Health Information as necessary for FIRM's proper management and administration or to carry out FIRM's legal responsibilities including, but not limited to, its duties under the Fair Debt Collection Practices Act and as otherwise provided in the Privacy Rule and in this Agreement. FIRM may disclose Protected Health Information to the extent that: (1) the disclosure is required or permitted by law; or (2) FIRM obtains reasonable assurance, evidenced by written contract, from any person or organization to which FIRM will disclose Protected Health Information that the person or organization will (a) hold such Protected Health Information in confidence and use or further disclose it only for the purpose for which FIRM disclosed it to the person or organization or as required by law; and (b) notify FIRM of any instance of which the person or organization becomes aware in which the confidentiality of such Protected Health Information is breached.

C. Use and Disclosure by Sub-contractors and Agents of Firm.

FIRM will require each of its subcontractors and agents to which FIRM is permitted to disclose Protected Health Information to provide reasonable assurance, evidenced by a written contract, that each such subcontractor and agent will comply with all of the same privacy and security requirements that FIRM is required to comply with pursuant to this Agreement.

4. Prohibition on Unauthorized Use or Disclosure.

FIRM will neither use nor disclose Protected Health Information except as permitted or required by this Agreement or as required by law or as otherwise authorized by CLIENT. CLIENT shall not request or direct FIRM to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done so by CLIENT.

5. Confidential Treatment of Protected Health Information:

5.1 Confidentiality.

All Protected Health Information which FIRM receives from, accesses through, or creates for CLIENT shall be kept confidential and shall not be used or disclosed by FIRM for any purpose other than as specifically permitted under this Agreement. FIRM shall require its employees, subcontractors and agents to maintain the confidentiality of Protected Health Information.

5.2 Information Safeguards.

FIRM will implement, maintain and use appropriate administrative, technical and physical safeguards, in compliance with the Privacy Rule, to preserve the integrity and confidentiality of and to prevent non-permitted or violating use or disclosure of Protected Health Information.

6. Additional Responsibilities of Firm With Respect to Protected Health Information.

With respect to use and/or disclosure of Protected Health Information, FIRM agrees to do the following:

A. Report of Unauthorized Use or Disclosure.

FIRM will report to the Privacy Officer of CLIENT, any use and/or disclosure of Protected Health Information that is not permitted or required by this Agreement of which FIRM becomes aware as soon as reasonably possible but in no event more than thirty (30) business days after discovery by FIRM of such unauthorized use or disclosure. This reporting obligation shall include breaches by FIRM, its employees, subcontractors, and/or agents. Each report of a breach will address the following: (i) identify the nature of the non-permitted or violating use or disclosure; (ii) identify the Protected Health Information used or disclosed; (iii) identify who made the non-permitted or violating use or disclosure; (iv) identify who received the non-permitted or violating use or disclosure; (v) identify what corrective action FIRM took or will take to prevent further non-permitted or violating uses or disclosures; (vi) identify what FIRM did or will do to mitigate any deleterious effect of the non-permitted or violating use or disclosure; and (vii) provide such other information as CLIENT may reasonably request.

B. Mitigation.

FIRM will work diligently and cooperatively with CLIENT to establish procedures and to take appropriate steps which mitigate, to the extent reasonably possible, deleterious effects of any unauthorized use and/or disclosure of Protected Health Information.

C. General Access by Client and/or Secretary of the United States Department of Health and Human Services ("Secretary").

Within a reasonable period of time, not to exceed ten (10) business days, following receipt of a written request from CLIENT, FIRM will make available to CLIENT and/or the Secretary its books, records, and other documents relating to disclosures of Protected Health Information for inspection during regular business hours so that CLIENT may meet its disclosure accounting obligations under HIPAA and/or so that the Secretary can determine CLIENT's compliance with HIPAA. If events beyond the control of FIRM cause FIRM to be unable to make available the requested books, records, and other documents within the ten (10) business days as reflected herein, FIRM shall notify CLIENT of this inability within the ten (10) day period with explanation as to the inability to timely fulfill the request of CLIENT and shall provide additional assurance to CLIENT that the request will be fulfilled within an agreed-upon extended time period. FIRM will maintain records related to disclosures of Protected Health Information for at least six years. Nothing in this section shall be deemed a waiver of any legally

recognized claim of privilege available to FIRM or CLIENT.

D. Access by Client Related to Requests from Individuals Who Are the Subject of Protected Health Information.

Within a reasonable period of time, not to exceed ten (10) business days, following receipt of a written request from CLIENT, FIRM shall provide to CLIENT all information requested by CLIENT to the extent reasonably required under HIPAA for CLIENT to respond to requests of individuals who are the subject of Protected Health Information. Such requests by individuals may include, but are not limited to, requests for copies of Protected Health Information, accountings of disclosures of Protected Health Information by CLIENT (including disclosures by FIRM and its employees, subcontractors, and agents), and requests for amendment of Protected Health Information. If events beyond the control of FIRM cause FIRM to be unable to make available the requested information within the ten (10) business days as reflected herein, FIRM shall notify CLIENT of this inability within the ten (10) day period with explanation as to the inability to timely fulfill the request of CLIENT and shall provide additional assurance to CLIENT that the request will be fulfilled within an agreed-upon extended time period. Nothing in this section shall be deemed a waiver of any legally recognized claim of privilege available to FIRM or CLIENT.

E. Client Direction in Writing.

FIRM's obligation to provide information, to make corrections or amendments to information, to respond to the written instruction/request of CLIENT; or to deliver information and documentation to CLIENT shall only be as directed, in writing to FIRM, by CLIENT.

7. Necessary Information to Effectuate Services.

Pursuant to the terms of the underlying contract and agreement ("Existing Contract") CLIENT has authorized FIRM to commence customary and standard third party collection procedures to effectuate payment of a referred account when CLIENT provides FIRM with the account information. FIRM has determined that, in order to perform the third party collection services for CLIENT, the following information regarding the account constitutes information regarding the account that may be needed by FIRM. FIRM understands that CLIENT is relying on FIRM's determination of the minimum information it requires in connection with services provided to CLIENT. If, in connection with performing its services on behalf of CLIENT, FIRM determines that it needs or requires additional information from CLIENT regarding the account, FIRM's request for such information will be considered a representation by FIRM that the requested information is reasonable, necessary and legal for the performance of its services on behalf of CLIENT.

The parties agree that the following information may be necessary for FIRM to reasonably

effectuate services on behalf of CLIENT:

- A) Name and address of responsible party;
- B) Name and address of patient;
- C) Telephone number of responsible party;
- D) Telephone number of patient;
- E) Date of birth of responsible party;
- F) Date of birth of patient;
- G) Date of death of responsible party;
- H) Date of death of patient;
- I) Social security number of responsible party;
- J) Social security number of patient;
- K) Account number/Medical record number;
- L) Balance information and payment history pertaining to the account;
- M) Name and address of any healthcare provider and /or health plan pertaining to the account;
- N) Driver's license number of responsible party if available;
- O) Driver's license number of patient, if available;
- P) Upon FIRM's receipt of a written request from patient, pursuant to that person's rights under the Fair Debt Collection Practices Act, requesting verification of the account information, CLIENT shall provide FIRM with a complete itemization of the services rendered to the patient and which pertain to the account receivable referred to FIRM so that FIRM may fulfill its legal obligation with regard to said request;
- Q) Insurance information;
- R) Any other unique identifier or code; and
- S) Other information that may become available and necessary during FIRM's continuing representation of CLIENT.

The parties agree that each of the above listed items is reasonably necessary for FIRM to perform services on behalf of CLIENT and to comply with applicable law.

8. Obligations of City to Firm — City Assurances

8.1 Accounts in Default.

CLIENT represents and agrees that all accounts referred to FIRM are in default.

8.2 Consents obtained.

CLIENT has and shall obtain throughout the term of this Agreement, all necessary consents under 45 CFR §164.506, sufficient to permit the disclosure of protected health information to FIRM and to permit FIRM to perform all its obligations and contractual duties and services on behalf of CLIENT.

8.3 City Privacy Policies and Procedures.

CLIENT represents and agrees that the uses and disclosures of Protected Health Information under this Agreement are consistent and in accordance with CLIENT's internal privacy policies and procedures adopted pursuant to the Health and Human Services Department Standards for Individually Identifiable Health Information, 45 C.F.R. Parts 142,160, 162 and 164.

8.4 City Privacy Notice limitations.

CLIENT shall notify FIRM of any limitations in its notice of privacy practices in accordance with the Privacy Rule, 45 CFR § 164.520, to the extent that such limitation may affect FIRM's use or disclosure of Protected Health Information.

8.5 City Information Permission limitations.

CLIENT shall notify FIRM of any changes in, or revocation of, permission by Individual to use or disclose Protected Health Information, to the extent that such changes may affect FIRM's use or disclosure of Protected Health Information.

8.6 City Information Restrictions.

CLIENT shall notify FIRM of any restriction to the use or disclosure of Protected Health Information that CLIENT has agreed to in accordance with the Privacy Rule, 45 CFR § 164.522, to the extent that such restriction may affect FIRM's use or disclosure or Protected Health Information.

8.7 Firm Right to Refuse to Perform Services.

Upon receipt of notice that an account referred to FIRM is subject to restrictions on the use or disclosure of Protected Health Information, FIRM may, at its sole discretion, return the account to CLIENT without penalty.

8.8 City Knowledge of Dispute or Bankruptcy.

CLIENT shall immediately notify FIRM when CLIENT knows or has reason to know that the Individual or responsible party for whom it has or does provide service disputes the account, is represented by an attorney or has filed bankruptcy.

9. Electronic Data Exchange.

CLIENT and FIRM shall adhere to the electronic data exchange protocols as provided in Health and Human Services Department Standards for Individually Identifiable Health Information, 45 CFR Part 142. The following encryption and sender/receiver protocols shall be adhered to by the parties throughout the term of this Agreement: 128bit encryption on Point-to-Point Tunneling Protocol.

10. Termination Provisions

10.1 Continuing Privacy Obligation.

FIRM's obligation to protect the privacy of Protected Health Information is continuous and survives any termination, cancellation, expiration, or other conclusion of this Agreement or any other agreement between FIRM and CLIENT.

10.2 City's Right to Terminate for Breach.

The term of this agreement shall be effective as of the "Effective Date" and shall remain in effect until all of the Protected Health Information provided by CLIENT to FIRM or is received by FIRM on behalf of CLIENT, is returned, destroyed, or otherwise protected, as set forth in the following section of this agreement. Upon CLIENT's knowledge of a material breach by FIRM, CLIENT may either:

- A. Provide FIRM with written notice of the existence of an alleged breach of this agreement and provide an opportunity for FIRM to cure the material breach within a reasonable period of time, not to exceed thirty days (30) from the date FIRM receives notice from CLIENT. In the event FIRM is unable to cure the material breach within a reasonable period of time, not to exceed thirty days (30) from the date FIRM receives notice from CLIENT, CLIENT may provide notice to FIRM of its intent to terminate this agreement.
- B. Immediately provide notice to FIRM of its intent to terminate this agreement if FIRM has breached a material term of this agreement and cure, as determined by both parties, is not possible; OR
- C. If neither termination of this agreement nor cure is possible/feasible, CLIENT shall report the breach and violation to the Secretary.

10.3 Return of Protected Health Information.

Upon termination of this Agreement and upon receipt of written demand and direction from CLIENT, FIRM agrees, if feasible, to return or destroy all Protected Health Information received from, or created or received by FIRM on behalf of CLIENT that FIRM still maintains in any form. In the event such return or destruction is not feasible, FIRM shall extend the protections of this Agreement to all retained Protected Health Information and shall limit further uses and disclosures to those purposes that make the return or destruction of the information infeasible.

11. Notices.

All notices pursuant to this Agreement must be given in writing and shall be effective when received if hand-delivered or upon dispatch if sent by reputable overnight delivery service, by facsimile to the appropriate facsimile number set forth below, or by U.S. Mail, addressed to:

To CLIENT:
CITY OF LEON VALLEY FIRE DEPARTMENT/EMS

Attn: Stan Irwin
6400 El Verde Road
Leon Valley, TX 78238
Phone: 210-684-1391

To FIRM:
Linebarger Goggan Blair & Sampson, LLP
Attn: Scott Wylie – HIPAA
233 S. Wacker, Suite 4030
Chicago, IL 60606
Phone: 312-655-0160
Fax: 312-655-0161

And
Linebarger Goggan Blair & Sampson, LLP
Attn: Clif Douglass – Managing Partner, San Antonio Office
711 Navarro, Suite 300
San Antonio, Texas 78205
Phone: 210-225-6763
Fax: 210-225-6410

12. General Provisions.

12.1 No Third Party Beneficiaries.

FIRM and CLIENT understand and agree that individuals who are the subject of Protected Health Information are not intended to be third party beneficiaries of this Agreement.

12.2 Severability.

In the event that any provision of this Agreement violates any applicable statute, ordinance or rule of law in any jurisdiction that governs this Agreement, such provision shall be ineffective to the extent of such violation without invalidating any other provision of this Agreement.

12.3 Survival.

The respective rights and obligations of the parties pursuant the terms of their underlying agreement (“Existing Contract” referred to above) shall survive any modification, amendment, cancellation, expiration, termination or other form of conclusion of this Agreement.

12.4 Amendments; No Waiver.

This Agreement may not be amended, altered or modified except by written agreement signed by FIRM and CLIENT. No provision of this Agreement may be waived except by an agreement in writing signed by the waiving party. A waiver of any term or provision shall not be construed as

a waiver of any other term or provision. The parties agree to take such action as is necessary to amend this Agreement from time to time, as is necessary, for the parties to comply with the mandates of the Privacy Rule.

12.5 Authority.

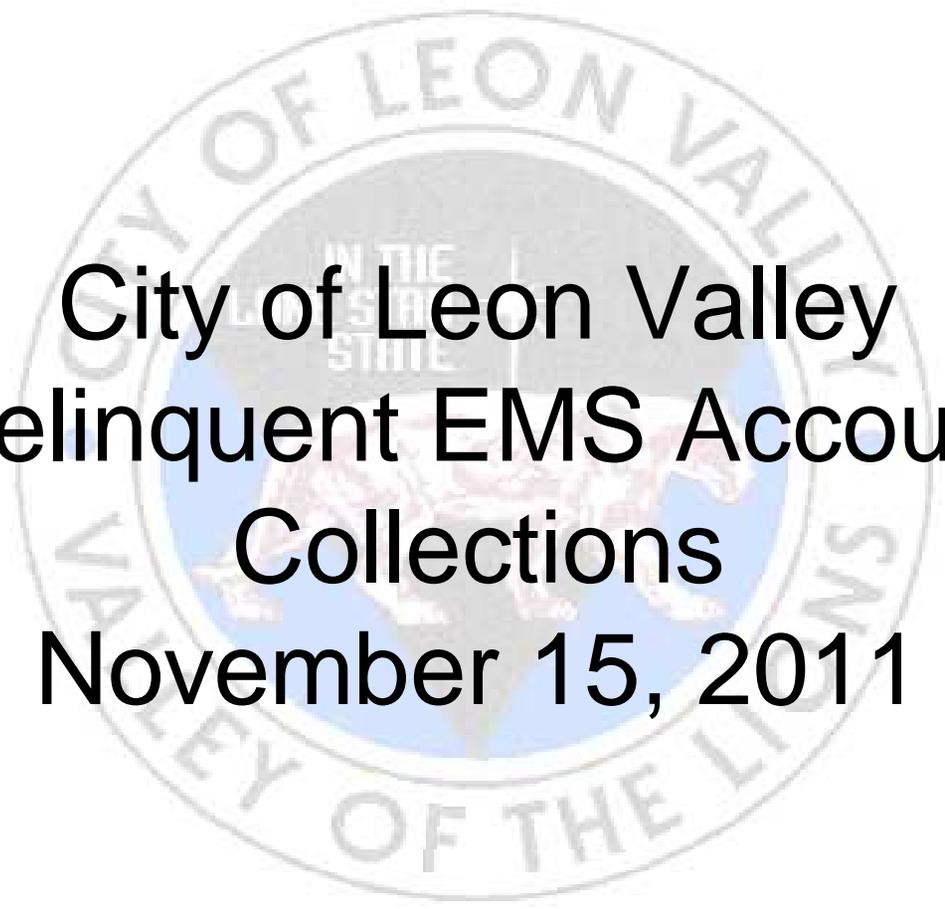
The persons signing below have the right and authority to execute this Agreement for their respective entities and no further approvals are necessary to create a binding Agreement.

12.6 Governing Law.

This agreement shall be governed by the laws of the State of Texas. Venue shall be in City of Leon Valley, Texas.

**LINEBARGER GOGGAN
BLAIR & SAMPSON, LLP**

By: _____
CLIFTON F. DOUGLASS III
Managing Partner – San Antonio

The background features a large, faded circular seal. The outer ring of the seal contains the text "CITY OF LEON VALLEY OF THE LIONS". The inner part of the seal depicts a lion standing on a globe, with the words "IN THE STATE" visible above the lion.

**City of Leon Valley
Delinquent EMS Account
Collections
November 15, 2011**



EMS Delinquent Account Collections

- Currently the City contracts with Business Professionals for the collection of delinquent EMS accounts
- The total amount in delinquent status with Business Professionals is \$1,416,002
 - Since fiscal year 2007 they have collected \$815
- Business Professionals charges a collection fee of forty percent (40%) of what is collected



EMS Delinquent Account Collections

- Staff is recommending to terminate the contract with Business Professionals and amend the Fines and Fees contract with Linebarger Goggan Blair & Sampson to include the collection of delinquent EMS accounts
- (LBG&S) collection fees will be thirty percent (30%) of what is collected



EMS Delinquent Account Collections

- The term of the contract will be from January 1, 2012 and terminate with the original Fines and Fees contract on September 30, 2016



City of Leon Valley
Delinquent EMS Account
Collections
November 15, 2011

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2011
M&C # 11-15-11

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON RESOLUTION CASTING A VOTE FOR A NOMINEE FOR THE BEXAR APPRAISAL DISTRICT BOARD OF DIRECTORS FOR THE 2012-2013 TERM.

PURPOSE

The Bexar Appraisal District Board of Directors has submitted a slate of nominees for the Leon Valley City Council's consideration of support. As required by Section 6.03(k), eligible taxing units including the City of Leon Valley may now cast votes for the nominees. A copy of the voting entitlement of each taxing unit follows and a ballot listing all persons nominated by the taxing units in alphabetical order. Each taxing unit authorized to vote may do so by resolution of its governing body. The voting resolution and a completed ballot must be submitted before December 15, 2011. The results of the election will be delivered to each taxing unit before December 31, 2011.

RECOMMENDATION

That the City Council select from the slate of presented nominees and adopt the Resolution in support of its selected nominee.

S.E.E IMPACT

Social Equity – Having elected members representative of the City of Leon Valley City Council's selection to serve on the Bexar Appraisal District Board of Directors demonstrates the City's commitment to social equity by supporting nominees who will ensure that all Leon Valley citizens receive equitable and prompt responses to their inquiries as they deal with the Bexar Appraisal District.

Economic Development – Not applicable.

Environmental Stewardship – Not applicable.

FISCAL IMPACT

Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY ELECTING CANDIDATES OF THE BEXAR APPRAISAL DISTRICT BOARD OF DIRECTORS TO SERVE TWO-YEAR TERMS FROM JANUARY 1, 2012 THROUGH DECEMBER 31, 2013

WHEREAS, the Texas Tax Code Section 6.03(k) allows taxing entities to elect candidates for the Board of Directors of the Bexar Appraisal District; and

WHEREAS, the City of Leon Valley is a taxing unit authorized to vote and may nominate by resolution one candidate for each position on the Bexar Appraisal District Board of Directors; and submit those votes by December 15, 2011; and

WHEREAS, the City of Leon Valley has received the official ballot for this election of Directors to the Bexar Appraisal District.

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

The City of Leon Valley through its duly elected governing body casts its votes for the following candidates for positions as Directors on the Bexar Appraisal District Board of Directors who will serve the two year term of January 1, 2012 through December 31, 2013.

_____	Votes cast for	_____
_____	Votes cast for	_____
_____	Votes cast for	_____

PASSED and **RESOLVED** this 15th day of November 2011.

Chris Riley, Mayor

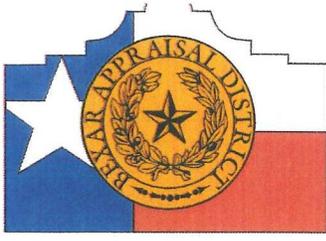
ATTEST:

Janie Willman, City Secretary

Taxing Unit	2010 Tax Levy	Sum of Levies	Votes
City of Alamo Heights	\$4,619,948.00	\$1,980,682,665.00	12
Alamo Heights I.S.D.	\$56,603,997.00	\$1,980,682,665.00	143
City of Balcones Heights	\$1,155,295.00	\$1,980,682,665.00	3
Bexar County	\$283,045,419.00	\$1,980,682,665.00	715
Boerne I.S.D.	\$14,443,839.00	\$1,980,682,665.00	36
City of Castle Hills	\$2,426,889.00	\$1,980,682,665.00	6
Town of China Grove	\$80,281.00	\$1,980,682,665.00	0
Comal I.S.D.	\$19,608,449.00	\$1,980,682,665.00	49
City of Converse	\$4,024,395.00	\$1,980,682,665.00	10
East Central I.S.D.	\$24,362,641.00	\$1,980,682,665.00	62
Edgewood I.S.D.	\$12,609,228.00	\$1,980,682,665.00	32
City of Elmendorf	\$108,836.00	\$1,980,682,665.00	0
Fair Oaks Ranch	\$1,545,717.00	\$1,980,682,665.00	4
Floresville I.S.D.	\$16,272.00	\$1,980,682,665.00	0
City of Grey Forest	\$33,697.00	\$1,980,682,665.00	0
Harlandale I.S.D.	\$18,703,839.00	\$1,980,682,665.00	47
City of Helotes	\$2,618,566.00	\$1,980,682,665.00	7
City of Hill County Village	\$286,644.00	\$1,980,682,665.00	1
Town of Hollywood Park	\$1,945,008.00	\$1,980,682,665.00	5
Judson I.S.D.	\$87,387,137.00	\$1,980,682,665.00	221
City of Kirby	\$1,400,372.00	\$1,980,682,665.00	4
City of Leon Valley	\$3,486,377.00	\$1,980,682,665.00	9
City of Live Oak	\$3,735,012.00	\$1,980,682,665.00	9
City of Lytle	\$2,566.00	\$1,980,682,665.00	0
Medina Valley I.S.D.	\$2,769,730.00	\$1,980,682,665.00	7
North East I.S.D.	\$381,808,284.00	\$1,980,682,665.00	964
Northside I.S.D.	\$434,797,847.00	\$1,980,682,665.00	1098
City of Olmos Park	\$2,517,824.00	\$1,980,682,665.00	6
City of San Antonio	\$398,035,719.00	\$1,980,682,665.00	1005
San Antonio I.S.D.	\$150,761,444.00	\$1,980,682,665.00	381
City of Schertz	\$251,235.00	\$1,980,682,665.00	1
Schertz-Cibolo I.S.D.	\$4,083,393.00	\$1,980,682,665.00	10
City of Selma	\$1,183,331.00	\$1,980,682,665.00	3
City of Shavano Park	\$2,449,029.00	\$1,980,682,665.00	6
City of Somerset	\$255,670.00	\$1,980,682,665.00	1
Somerset I.S.D.	\$2,940,902.00	\$1,980,682,665.00	7
South San Antonio I.S.D.	\$17,321,082.00	\$1,980,682,665.00	44
Southside I.S.D.	\$7,316,799.00	\$1,980,682,665.00	18
Southwest I.S.D.	\$17,629,022.00	\$1,980,682,665.00	45
City of St. Hedwig	\$471,493.00	\$1,980,682,665.00	1
City of Terrell Hills	\$4,442,767.00	\$1,980,682,665.00	11
City of Universal City	\$5,387,384.00	\$1,980,682,665.00	14
City of Von Ormy	\$85,760.00	\$1,980,682,665.00	0
City of Windcrest	\$1,923,526.00	\$1,980,682,665.00	5
TOTAL	\$1,980,682,665.00		5000

Texas Property Tax Code Sec. 6.03

"The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. A taxing unit participating in two or more districts is entitled to vote in each district in which it participates, but only the taxes imposed in a district are used to calculate voting entitlement in that district."



OFFICIAL ELECTION BALLOT
OF BEXAR APPRAISAL DISTRICT BOARD OF DIRECTORS
TO SERVE TWO-YEAR TERM
FROM JANUARY 1, 2012 THROUGH DECEMBER 31, 2013

CANDIDATE

NUMBER OF VOTES

CHERI BYROM
(NOMINATED BY EAST CENTRAL ISD, EDGEWOOD ISD, SOUTHWEST ISD)

DAVID CARPENTER
(NOMINATED BY EAST CENTRAL ISD, CITY OF SAN ANTONIO)

LAMAR B. GILLIAN, JR
(NOMINATED BY CITY OF BALCONES HEIGHTS)

KEITH HUGHEY
(NOMINATED BY EAST CENTRAL ISD, NORTH EAST ISD)

JUAN ANTONIO JASSO
(NOMINATED BY SOUTHSIDE ISD)

JOSE MACIAS
(NOMINATED BY JUDSON ISD)

JIM MARTIN
(NOMINATED BY NORTHSIDE ISD)

SERGIO "CHICO" RODRIGUEZ
(NOMINATED BY BEXAR COUNTY)

MICHELE BUNTING ROSS
(NOMINATED BY CITY OF SHAVANO PARK)

LEO SALAS
(NOMINATED BY SOMERSET ISD)

RICK A. SCHRODER
(NOMINATED BY THE CITY OF HELOTES)

TOMAS URESTI
(NOMINATED BY HARLANDALE ISD, SAN ANTONIO ISD, CITY OF SAN ANTONIO)

TAXING UNIT NAME: _____

IMPORTANT - - VOTE MUST BE BY RESOLUTION.

**PLEASE BE SURE TO ATTACH THIS BALLOT TO YOUR RESOLUTION.
THANK YOU.**

MAYOR AND COUNCIL COMMUNICATION

DATE: November 15, 2011
M&C # 11-16-11

TO: MAYOR AND CITY COUNCIL

SUBJECT: DISCUSS POSSIBLE CITY COUNCIL MEETING RE-SCHEDULING OR CANCELLATIONS

PURPOSE

The purpose of this agenda item is to allow the City Council to discuss the merits of re-scheduling or cancelling upcoming City Council Meetings which occur during the Christmas and New Year Holiday Season.

Eligible for re-scheduling or cancellation are the following meeting dates:

- January 3, 2012, as this is the first day immediately following the date the City of Leon Valley's employees observe the New Year Holiday. Cancelling this meeting would allow the staff to enjoy the benefit of the long holiday weekends and holiday vacations. This minimizes the complexity of the agenda preparation process with limited staffing.

If the January 3, 2012 meeting is cancelled, the City Council would be respectfully requested to keep the second and third Tuesdays in January available for meeting, the dates of January 10 and 17, respectively.

- December 20, 2011, as this is the meeting that precedes the Christmas holidays granted to City employees in order that our City employees may also enjoy the benefit of the extended holiday weekend or vacations. This would minimize the complexity of the agenda preparation process with limited staffing.

If the City Council reaches a consensus to cancel some of its regularly scheduled meetings, the staff would bring this item back for consideration on a consent agenda with the appropriate resolution granting this authorization.

S.E.E IMPACT

Social Equity – Allowing the City of Leon Valley's employees to maximize their benefit of paid holidays and vacations demonstrates the gain-sharing of social equity with the City staff.

Economic Development - Not applicable.

Environmental Stewardship – Cancelling two regularly scheduled City Council Meetings would demonstrate a savings in gasoline consumption by City staff and further neutralizes the City's carbon footprint.

FISCAL IMPACT

Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

Item 10

MAYOR AND COUNCIL COMMUNICATION

**DATE: November 15, 2011
M&C: # 11-17-11**

TO: MAYOR AND CITY COUNCIL

SUBJECT: UPDATE ON PROGRESS OF TOWN CENTER PROJECT

PURPOSE

The purpose of this agenda item is to update the City Council on the ongoing progress of the Town Center Project as many of the processes related to establishing the Town Center Project transpire on a continuum. This agenda item will be placed on the City Council's Discussion Agendas until the Project is completed.

FISCAL IMPACT

None at this time.

RECOMMENDATION

Not applicable.

S.E.E. IMPACT STATEMENT

Social Equity: The City of Leon Valley City Administration affirms its commitment to a superior quality of life by responding to the governing body, citizens, and businesses in fair, prompt, and consistent manner. Maintaining open communication regarding the progress of ongoing community projects is a further demonstration of the City Council's commitment to social equity.

Economic Development: The City of Leon Valley through its ongoing commitment to the Town Center Project is establishing a physical identity and promotes economic development opportunities through a mixed-use development in a town-centered design including pedestrian friendly connections.

Environmental Stewardship: The City of Leon Valley demonstrates its commitment to becoming carbon-neutral by conserving and preserving natural resources and enhancing the environment through its defined town-centered design for community and business gatherings and therein reducing the need to drive from location to location for a variety of retail and social opportunities.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

Monthly Report

Finance

October 2011

Sales Tax Revenue

- ❖ Sales tax revenue of \$145,192.74 was received from the State Comptroller's office in October. After consideration of the October sales tax payment, year-to-date sales tax revenues are 2.44% higher than this time last year. The October and November sales tax payments are for the fiscal year that ended September 30, 2011 and will be reflected in the sales tax revenue for that fiscal year.

Street Maintenance Sales Tax Revenue

- ❖ Street Maintenance Sales tax revenue of \$36,298.19 was received from the State Comptroller's office in October.

Ad Valorem Taxes

- ❖ Tax collections are already flowing in with \$105,408 in total collections for October. Collections for October 2010 were \$65,675.

Fiscal Year 2011 Audit

- ❖ Audit field work for the City's annual financial audit began on October 31. The compiling and reviewing of the report should be completed by December with expected delivery of the draft report by mid December and formal presentation of the report to Council in January. The Finance Director is currently drafting the FY year 2011 transmittal letter and statistical section updates for inclusion in the comprehensive annual financial report (CAFR).

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT JUNE 2011

Overall Responses:

The Fire Department responded to 133 incidents this month (2010 – 137 incidents). Fire loss this month was estimated at \$1,550 and value of saved property was \$389,950. No injuries due to fire were reported.

Fires:

Firefighters extinguished a grass fire in 6600 block of Bandera Road on June 1. A carelessly discarded cigarette probably ignited the fire in the median. There was no damage.

A fire on an external stairway at Shadow Valley Apartments, 5650 Grissom Road caused \$1,500 damage to Building 18 on June 18. Firefighters found that a cigarette had fallen into a rotten board on the stair, causing the board to catch fire and smolder. Firefighters extinguished the fire and checked for fire extension into the building. Estimated pre-incident value of the building was \$391,000.

On June 16 the fire department was called to Leon Valley Elementary, where some books had been set on fire on a wooden ramp leading to a portable classroom. Firefighters extinguished the smoldering fire. NISD Police and Leon Valley Deputy Fire Marshal Valdez investigated the intentionally set fire. Damage was estimated at \$50 and the ramp had a value of \$500.

Mutual Aid:

Leon Valley assisted Castle Hills Fire Department with a house fire at 404 Antler Drive on June 24. Leon Valley assisted with salvage and overhaul operations.

Hazardous Conditions:

A dangerous situation was handled by firefighters on June 23 at 7007 Bandera. Natural gas filled a restaurant when a valve to an appliance was accidentally left open overnight. Adjacent business owners called in the odor of gas when they arrived for work. Firefighters ventilated the gas, then found the open valve and shut off the flow. In the right concentration, and with a spark, gas can explode with tremendous force - potentially destroying a building, injuring or killing occupants, or starting a fire.

EMS Responses:

EMS responded to a total of 78 incidents (2010 - 82). 47 patients were transported to local hospitals by Leon Valley EMS. No patients were transported by private ambulance. Twenty-six EMS support responses were made.

EMS collections totaled \$10,836.11 this month. Collections for FY 10-11 to date total \$157,041.35 A total of \$225,251.28 was collected in fiscal year 09-10.

Other Responses:

Fire crews responded to 10 false alarms and 5 good intent calls this month.

Fire Prevention/Education:

82 Fire inspections were completed (2010 – 116 inspections), which includes 8 C of O inspections. No construction plans were reviewed this month, No fire permits were issued and no permit fees were collected. Fiscal year to date fire fees received total \$3,465. A total of \$7,729.50 was collected in fiscal year 09-10.

Personnel & Training News:

Firefighter/Paramedic Ricardo Lopez was hired and began work on June 6. Ricardo fills the position vacated by Keaton Mattick. Welcome aboard Ricardo!

Dr. Gordon provided a Continuing Education class for paramedics on June 15 at the fire station. The session covered facial and neck trauma and sports injuries.

Leon Valley firefighters participated in a mutual aid drill with Leon Springs and Grey Forest on June 15. The drill centered on aerial ladder operations.

Leon Valley firefighters participated in a mutual aid drill with ESD 2 and ESD 5 on June 27. The drill centered on aerial ladder operations.

Chief Irwin attended a STRAC meeting on June 3 at Santa Rosa Children's Hospital.

Chief Irwin and Asst. Chief Lee attended an Alamo Area Fire Chief's meeting on June 24 at the Castle Hills fire station.

Engineer Alex O'Rourke responded to a STRAC emergency communications deployment on June 19.

Vehicle & Equipment News:

Engine 1 was out of service on June 7 through June 11 with pump shift problems. Siddons Fire Apparatus completed the repairs.

Medic 2 was out of service June 7 and 8, and received preventative maintenance at Public Works on June 15.

The Prime Mover received preventative maintenance on June 7 at Public Works, Platform 1 on June 8 and the Brush Truck received maintenance on June 9.

PERSONNEL STATISTICAL DATA

STAFFING	JUNE 2011	JUNE 2010
BUDGETED	27.5	27.5
BEGINNING OF MONTH	25.5	27.5
SEPARATIONS	0	0
HIRED	1	0
END OF MONTH	26.5	27.5

PERSONNEL ON LEAVE	JUNE 2011	JUNE 2010
SICK LEAVE	103	253.5
ANNUAL/PERSONAL LEAVE	599	401.75
COMP. TIME	164	305.5
HOLIDAY LEAVE	209	97
KELLY DAY	264	336
OTHER LEAVE	48	0

ON DUTY INJURIES	JUNE 2011	JUNE 2010	CYTD 2011	CYTD 2010
NUMBER OF INJURIES	1	0	2	3

PERSONNEL RESPONSES	JUNE 2011
MAN-HOURS ON ALARMS	209 Hours 51 Minutes
OFF DUTY RESPONSES	0
OFF-DUTY FIREFIGHTERS	0
OFF-DUTY HOURS	0

FIRE PREVENTION ACTIVITIES

INSPECTIONS	JUNE 11	JUNE 10	CYTD 11	CYTD 10	TOTAL CY 10
COMMERCIAL BUSINESS	30	56	300	327	651
INDUSTRIAL	1	1	12	16	23
PUBLIC BUILDINGS	7	4	27	31	62
APARTMENTS/HOTEL	0	6	20	20	46
INSTITUTIONAL	3	4	18	23	52
RESIDENTIAL CONTACT	2	3	19	20	45
COMPANY IN-SERVICE	27	28	127	168	265
NEW CONSTRUCTION	4	5	24	32	64
CERTIFICATES OF OCCUPANCY	8	9	58	58	116
TOTAL INSPECTIONS	82	116	605	695	1324

OTHER ACTIVITY	JUNE 11	JUNE 10	CYTD 11	CYTD 10	TOTAL CY 10
SUPERVISED FIRE DRILLS	0	1	4	9	19
LECTURES/DEMOS NUMBER ATTENDED	3 90	4 82	13 839	9 632	32 3214
PLAN REVIEWS	8	2	30	20	46
CITATIONS ISSUED	0	0	0	4	4
WARNINGS ISSUED	0	1	8	2	11
COMPLAINTS INVESTIGATED	0	2	6	6	23
CHILD SAFETY SEAT INSPECTIONS	0	1	3	7	11
SIGN PERMITS REVIEWED	9	2	33	17	40
PERMITS ISSUED	0	1	13	22	39
PERMIT FEES RECEIVED	0	200.00	2,165.00	4,467.00	6704.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	JUNE 11	JUNE 10	CYTD 11	CYTD 10	TOTAL CY 10
STRUCTURE RESIDENTIAL	0	0	2	3	9
STRUCTURE COMMERCIAL RESIDENTIAL	1	0	4	2	6
STRUCTURE COMMERCIAL	0	1	1	1	3
STRUCTURE FIXED MOBILE RESIDENTIAL	0	0	0	0	0
STRUCTURE FIXED MOBILE COMMERCIAL	0	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	1	0	2	2	5
VEHICLE FIRE	0	0	0	1	5
OUTSIDE RUBBISH FIRE	0	0	4	3	4
SPECIAL OUTSIDE FIRE	0	0	0	0	0
NATURAL VEGETATION FIRE	1	0	8	1	2
CULTIVATED VEGETATION CROP FIRE	0	0	0	0	0
FIRE, OTHER	0	0	0	0	0
FALSE ALARM	10	9	83	71	152
INVESTIGATION OR SPECIAL INCIDENT	0	0	0	2	4
SERVICE CALL	6	7	34	35	84
EMS	78	82	517	506	1078
EMS ASSIST	26	19	212	170	399
HAZARDOUS CONDITION	3	10	33	31	61
RESCUE	0	1	9	8	11
MUTUAL AID	2	4	7	10	15
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	5	4	51	37	98
SEVERE WEATHER OR NATURAL DISASTER	0	0	1	2	2
TOTAL	133	137	968	885	1938

Stan C. Irwin, Fire Chief

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT JULY 2011

Overall Responses:

The Fire Department responded to 149 incidents this month (2010 – 169 incidents). Fire loss this month was estimated at \$9,600 and value of saved property was \$95,800. No injuries due to fire were reported.

Fires:

Lightning from a small thunderstorm caused a small fire in a home in the 6800 block of Forest Haven on July 10. Firefighters were called to the residence for a roof fire. On arrival light smoke was visible from an attic vent. With the aid of the department's Thermal Imaging Camera (TIC) firefighters located the fire in the structure surrounding the fireplace chimney. Firefighters extinguished the fire and checked for extension of the fire to other areas. Damage was estimated at \$8,000 and pre-incident value of the home was placed at \$103,800. Balcones Heights provided mutual aid assistance on this fire, sending an engine and two firefighters.

A fire in the engine area of a vehicle caused \$1,600 in damages to a 1997 Dodge Stratus parked in front of Hancock Fabric, 7046 Bandera, on July 19. Firefighters contained the fire to the engine compartment, however because of the age of the vehicle and the amount of damage to the engine, the vehicle was a total loss. Mechanical failure caused the fire.

A small fire in a flowerbed in front of Office Depot was quickly extinguished by firefighters on July 23. There was no damage.

Firefighters extinguished a small grass fire in Huebner Creek near Jeff Loop on July 27. There was no damage.

EMS Responses:

EMS responded to a total of 92 incidents (2010 –99). 69 patients were transported to local hospitals by Leon Valley EMS. One patient was transported by private ambulance (AMR). Thirty-one EMS support responses were made.

EMS collections totaled \$16,417.30 this month. Collections for FY 10-11 to date total \$173,458.65 A total of \$225,251.28 was collected in fiscal year 09-10.

Other Responses:

Fire crews responded to 9 false alarms and 7 good intent calls this month.

Fire Prevention/Education:

84 Fire inspections were completed (2010 – 110 inspections), which includes 15 C of O inspections. Eight construction plans were reviewed this month. Two fire permits were issued for a total of 87.50 in permit fees. Fiscal year to date fire fees received total \$3,552.50. A total of \$7,729.50 was collected in fiscal year 09-10.

Personnel & Training News:

Firefighter/Paramedic Carolyn Poston resigned from the department effective July 7. Carolyn is taking a paramedic position with Air Evac. Good luck Carolyn!

Dr. Gordon provided a Continuing Education class for paramedics on July 20 at the fire station. The session covered environmental injuries and geriatrics.

Leon Valley firefighters participated in the 4th of July Parade with Engine 1, Medic 1, Platform 1 and Fire Pup.

Starting July 15, the minimum fire station staffing was reduced from 6 firefighters on duty to five firefighters in order to reduce excess accumulated compensatory and vacation hours. The minimum staffing level of 6 has been maintained since 1989, when the EMS program was started. The reduced minimum staffing will continue in effect until all firefighters have used all compensatory time and reduced annual leave hours to half of their maximum. The reduced staffing level may continue for nine months or more.

The Leon Valley Facilities Committee toured the fire station on July 14. The Facilities Committee is charged with studying options for expanding or replacing City buildings.

Firefighters completed required annual turnout gear inspections this month.

Firefighter/Paramedic Danielle Montana and Engineer John Suhr attended the annual Texas A&M Firefighters Municipal School July 25 through 29. A Metro 911 scholarship through the Local Emergency Planning Committee funded the training.

Chief Irwin and Asst. Chief Lee hosted an Alamo Area Fire Chief's meeting on July 29 at the fire station.

Vehicle & Equipment News:

Medic 2 was out of service July 22 with mechanical problems and on July 28 for air conditioner repairs.

Medic 3 lost a serpentine belt on an EMS call and had to be towed to the station. The belt and a tensioner were repaired on July 19.

PERSONNEL STATISTICAL DATA

STAFFING	JULY 2011	JULY 2010
BUDGETED	27.5	27.5
BEGINNING OF MONTH	26.5	27.5
SEPARATIONS	1	0
HIRED	0	0
END OF MONTH	25.5	27.5

PERSONNEL ON LEAVE	JULY 2011	JULY 2010
SICK LEAVE	96	208.85
ANNUAL/PERSONAL LEAVE	420	520.65
COMP. TIME	602.5	0
HOLIDAY LEAVE	230.5	513.75
KELLY DAY	264	97
OTHER LEAVE	0	264

ON DUTY INJURIES	JULY 2011	JULY 2010	CYTD 2011	CYTD 2010
NUMBER OF INJURIES	1	0	3	0

PERSONNEL RESPONSES	JULY 2011
MAN-HOURS ON ALARMS	271 Hours 52 Minutes
OFF DUTY RESPONSES	5
OFF-DUTY FIREFIGHTERS	4
OFF-DUTY HOURS	4

FIRE PREVENTION ACTIVITIES

INSPECTIONS	JULY 11	JULY 10	CYTD 11	CYTD 10	TOTAL CY 10
COMMERCIAL BUSINESS	84	56	384	383	651
INDUSTRIAL	0	2	12	18	23
PUBLIC BUILDINGS	3	5	30	36	62
APARTMENTS/HOTEL	2	3	22	23	46
INSTITUTIONAL	7	3	25	26	52
RESIDENTIAL CONTACT	0	4	19	24	45
COMPANY IN-SERVICE	43	24	170	192	265
NEW CONSTRUCTION	1	5	25	37	64
CERTIFICATES OF OCCUPANCY	15	8	73	66	116
TOTAL INSPECTIONS	155	110	760	805	1324

OTHER ACTIVITY	JULY 11	JULY 10	CYTD 11	CYTD 10	TOTAL CY 10
SUPERVISED FIRE DRILLS	1	1	5	10	19
LECTURES/DEMOS NUMBER ATTENDED	1 100	1 300	14 939	10 932	32 3214
PLAN REVIEWS	8	5	38	25	46
CITATIONS ISSUED	0	0	0	4	4
WARNINGS ISSUED	0	0	8	2	11
COMPLAINTS INVESTIGATED	1	4	7	10	23
CHILD SAFETY SEAT INSPECTIONS	0	0	3	7	11
SIGN PERMITS REVIEWED	6	4	39	21	40
PERMITS ISSUED	2	3	15	25	39
PERMIT FEES RECEIVED	87.50	337.50	2252.50	4804.50	6704.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	JULY 11	JULY 10	CYTD 11	CYTD 10	TOTAL CY 10
STRUCTURE RESIDENTIAL	1	0	3	3	9
STRUCTURE COMMERCIAL RESIDENTIAL	0	3	4	5	6
STRUCTURE COMMERCIAL	0	0	1	1	3
STRUCTURE FIXED MOBILE RESIDENTIAL	0	0	0	0	0
STRUCTURE FIXED MOBILE COMMERCIAL	0	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	0	2	2	5
VEHICLE FIRE	1	0	1	1	5
OUTSIDE RUBBISH FIRE	0	0	4	3	4
SPECIAL OUTSIDE FIRE	0	0	0	0	0
NATURAL VEGETATION FIRE	2	0	10	1	2
CULTIVATED VEGETATION CROP FIRE	0	0	0	0	0
FIRE, OTHER	0	0	0	0	0
FALSE ALARM	9	12	92	83	152
INVESTIGATION OR SPECIAL INCIDENT	0	0	0	2	4
SERVICE CALL	3	5	37	40	84
EMS	92	99	609	605	1078
EMS ASSIST	31	36	243	206	399
HAZARDOUS CONDITION	1	4	34	35	61
RESCUE	1	0	10	8	11
MUTUAL AID	1	0	8	10	15
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	7	10	58	47	98
SEVERE WEATHER OR NATURAL DISASTER	0	0	1	2	2
TOTAL	149	169	1117	1054	1938

Stan C. Irwin, Fire Chief

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT AUGUST 2011

Overall Responses:

The Fire Department responded to 202 incidents this month (2010 – 185 incidents). Fire loss this month was estimated at \$5,000 and saved property was estimated at \$745,000. No injuries due to fire were reported.

Fires:

A grass fire started on the Ancira property, 6111 Bandera Road, on August 23. The fire grew fast and burned off the site and onto several adjacent residential lots, causing \$5,000 damage. Hot and dry conditions, coupled with wind created problems for firefighters attempting to control the fire. Five residential back yards and fences were damaged by the fire, and one home had light smoke damage inside, although there were no structures involved. Value of saved property was estimated at \$750,000. A cause for the fire was not determined.

Firefighters extinguished a fire in the median of Bandera Road at Huebner Road on August 19. There was no damage. A carelessly discarded cigarette was most likely the cause of the fire.

Mutual Aid:

Leon Valley assisted Balcones Heights with a small apartment fire at 5945 I.H. 10 West on August 26. Leon Valley also provided assistance with a large structure fire in an office building at 96 Crossroads. Several office areas within the building were heavily damaged. Castle Hills, Alamo Heights and Shavano Park also assisted Balcones with the fire.

EMS Responses:

EMS responded to a total of 103 incidents (2010 - 101). 63 patients were transported to local hospitals by Leon Valley EMS. No patients were transported by private ambulance. Forty-eight EMS support responses were made.

EMS collections totaled \$17,484.80 this month. Collections for FY 10-11 to date total \$190,943.45. A total of \$225,251.28 was collected in fiscal year 09-10.

Other Responses:

Fire crews responded to 15 false alarms and 6 good intent calls this month.

Fire Prevention/Education:

129 Fire inspections were completed (2009 – 122 inspections), which includes 14 C of O inspections. Eight construction plans were reviewed this month and four fire permits were issued for a total of \$462.50 in permit fees. Fiscal year to date fire fees received total \$4,015.00. A total of \$7,729.50 was collected in fiscal year 09-10.

Personnel & Training News:

Dr. Gordon provided a Continuing Education class for paramedics on August 19 at the fire station. The session covered medications (amphetamines), stroke and injuries associated with blasts.

Chief Irwin and Asst. Chief Lee attended an Alamo Area Fire Chiefs Meeting on August 26 at Shavano Park.

Chief Irwin attended a South Texas Regional Advisory Council (STRAC) meeting on August 5 in Uvalde.

Chief Irwin attended a Local Emergency Planning Committee (LEPC) meeting on August 12 at Southwest Research Institute.

The Capital Facilities Committee toured the new San Antonio Fire Station #1 downtown on August 10, and met at City Hall on August 17. The Capital Facilities Committee is charged with exploring alternatives for expansion and/or relocation of Police, Fire and Administrative buildings.

Paramedics attended Pre-Hospital Trauma Life Support (PHTLS) Classes August 10 -12 and 24 -26 at the fire station. University of Texas Health Science Center instructors presented the classes. The class was funded by a trauma grant from STRAC.

Vehicle & Equipment News:

Truck 1 went to Siddons Fire Apparatus for hydraulic cylinder repair on August 22, and was back in service on August 29. Seals on the two main lifting cylinders were replaced. Cost of the repair was \$3,275.

Medic 2 was out of service three weeks for major air conditioner work. The unit was repaired on August 25. Cost of the repair was \$2,675.

Truck 1 hydraulic cab lift was repaired on August 30.

Semi-annual turnout gear cleaning was accomplished this month.

PERSONNEL STATISTICAL DATA

STAFFING	AUG 2011	AUG 2010
BUDGETED	27.5	27.5
BEGINNING OF MONTH	25.5	27.5
SEPARATIONS	0	0
HIRED	0	0
END OF MONTH	25.5	27.5

PERSONNEL ON LEAVE	AUG 2011	AUG 2010
SICK LEAVE	67	414.5
ANNUAL/PERSONAL LEAVE	266.5	511.5
COMP. TIME	1000.25	226.5
HOLIDAY LEAVE	96	96
KELLY DAY	288	312
OTHER	48	0

ON DUTY INJURIES	AUG 2011	AUG 2010	CYTD 2011	CYTD 2010
NUMBER OF INJURIES	0	0	3	3

PERSONNEL RESPONSES	AUG 2011
MAN-HOURS ON ALARMS	353 Hours 22 Minutes
OFF DUTY RESPONSES	11
OFF-DUTY FIREFIGHTERS	9
OFF-DUTY HOURS	21

FIRE PREVENTION ACTIVITIES

INSPECTIONS	AUG 11	AUG 10	CYTD 11	CYTD 10	TOTAL CY 10
COMMERCIAL BUSINESS	70	59	454	442	651
INDUSTRIAL	1	2	13	20	23
PUBLIC BUILDINGS	5	4	35	40	62
APARTMENTS/HOTEL	1	10	23	33	46
INSTITUTIONAL	7	4	32	30	52
RESIDENTIAL CONTACT	4	4	23	28	45
COMPANY IN-SERVICE	23	25	193	217	265
NEW CONSTRUCTION	4	6	29	43	64
CERTIFICATES OF OCCUPANCY	14	8	87	74	116
TOTAL INSPECTIONS	129	122	889	927	1324

OTHER ACTIVITY	AUG 11	AUG 10	CYTD 11	CYTD 10	TOTAL CY 10
SUPERVISED FIRE DRILLS	1	2	6	12	19
LECTURES/DEMOS NUMBER ATTENDED	2 102	2 40	16 1041	12 972	32 3214
PLAN REVIEWS	8	6	46	31	46
CITATIONS ISSUED	1	0	1	4	4
WARNINGS ISSUED	1	2	9	4	11
COMPLAINTS INVESTIGATED	5	5	12	15	23
CHILD SAFETY SEAT INSPECTIONS	0	3	3	10	11
SIGN PERMITS REVIEWED	3	3	42	24	40
PERMITS ISSUED	4	3	19	28	39
PERMIT FEES RECEIVED	462.50	300.00	2715.00	5104.50	6704.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	AUG 11	AUG 10	CYTD 11	CYTD 10	TOTAL CY 10
STRUCTURE RESIDENTIAL	0	0	3	3	9
STRUCTURE COMMERCIAL RESIDENTIAL	0	0	4	5	6
STRUCTURE COMMERCIAL	0	0	1	1	3
STRUCTURE FIXED MOBILE RESIDENTIAL	0	0	0	0	0
STRUCTURE FIXED MOBILE COMMERCIAL	0	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	1	2	3	5
VEHICLE FIRE	0	3	1	4	5
OUTSIDE RUBBISH FIRE	1	1	5	4	4
SPECIAL OUTSIDE FIRE	0	0	0	0	0
NATURAL VEGETATION FIRE	7	1	17	2	2
CULTIVATED VEGETATION CROP FIRE	0	0	0	0	0
FIRE, OTHER	0	0	0	0	0
FALSE ALARM	15	13	107	96	152
INVESTIGATION OR SPECIAL INCIDENT	0	0	0	2	4
SERVICE CALL	6	8	43	48	84
EMS	103	101	712	706	1078
EMS ASSIST	48	37	291	243	399
HAZARDOUS CONDITION	7	8	41	43	61
RESCUE	5	0	15	8	11
MUTUAL AID	4	2	12	12	15
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	6	10	64	57	98
SEVERE WEATHER OR NATURAL DISASTER	0	0	1	2	2
TOTAL	202	185	1319	1239	1938

Stan C. Irwin, Fire Chief

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT SEPTEMBER 2011

Overall Responses:

The Fire Department responded to 148 incidents this month (2010 – 174 incidents). Fire loss this month was estimated at \$4,500 and the value of saved property was estimated at \$135,000. No injuries due to fire were reported.

Fires:

A fire in an oven caused \$500 in damages to a house on Pickering on September 7. The fire started the occupant turned the oven on without knowing that pizza boxes had been placed there. Firefighters extinguished the fire, ventilated the home, and installed two smoke detectors for the occupants. The oven was damaged and there was light smoke damage in the home. Pre-incident value of the home was estimated at \$125,000.

Firefighters were called to the 7000 block of Forest Mont to investigate a vehicle fire that occurred on the morning of September 15. An occupant of the residence was siphoning fuel out of the car when the fuel vapors ignited. The occupant put out the fire with a garden hose. The owner of the vehicle called to report the extinguished fire later in the afternoon. There was no damage.

On September 29 firefighters responded to a reported vehicle fire in the 6500 block of Rue Francois. The fire was out on arrival when firefighters arrived, but the vehicle was checked out and the battery cable was removed to prevent additional problems. A short electrical harness in the engine compartment of the 2006 Nissan sedan caused the fire. Damage was estimated at \$2,000 damage and the pre-incident value was set at \$11,500.

A 1997 Dodge Stratus caught fire at a home in the 6700 block of Sawyer Road on September 1. The engine area of the vehicle was fully involved when firefighters arrived. Mechanical failure was indicated as the cause, after an investigation by Deputy Fire Marshal Valdez. Damage estimate was \$2,000 and pre-incident value of the vehicle was set at \$3,000.

Rescues:

Leon Valley and San Antonio firefighters joined forces to rescue the trapped driver of a sedan that was hit broadside by a pickup truck at Bandera and Loop 410 near Stemmons on September 26. The rescue was complicated because the pickup truck was partially resting on top of the driver side door of the sedan, preventing firefighters from freeing the driver. Leon Valley EMS transported the injured driver of the pickup truck to the hospital while efforts to free the trapped driver of the sedan were underway. Leon Valley Engine 1, Medic 2 and San Antonio Engine 27 and Medic 27 crews removed the roof and passenger side door of the car to gain access to the patient and start patient care activities. San Antonio Heavy Rescue Team 11 and Truck 11 were specially requested because the pickup truck had to be lifted before the trapped driver could be extricated, and a heavy-duty wrecker was not immediately available. SAFD Rescue 11 arrived quickly and successfully lifted the vehicle with air bags, and then two wreckers were used to stabilize the pickup and remove the sedan from underneath the pickup. Once the vehicles were separated,

firefighters used heavy hydraulic tools to remove the driver side door and lift the dashboard/steering wheel off of the patient. The patient was immobilized on a backboard, removed from the wreckage and transported by San Antonio EMS to the trauma center. Both patients survived the accident. We are grateful to San Antonio Fire and EMS for their mutual aid assistance with this incident.

EMS Responses:

EMS responded to a total of 81 incidents (2010 - 103). 60 patients were transported to local hospitals by Leon Valley EMS. One patient was transported by private ambulance (Acadian). Thirty-one EMS support responses were made.

EMS collections totaled \$11,888.12 this month. Collections for FY 10-11 to date total \$202,831.57. A total of \$225,251.28 was collected in fiscal year 09-10.

Other Responses:

Fire crews responded to 10 false alarms and 7 good intent calls this month.

Fire Prevention/Education:

121 Fire inspections were completed (2010 – 107 inspections), which includes 13 C of O inspections. No construction plans were reviewed this month. One fire permit was issued for a total of \$125 in permit fees. Fiscal year to date fire fees received total \$4,140.00. A total of \$7,729.50 was collected in fiscal year 09-10.

Personnel & Training News:

Dr. Gordon provided a Continuing Education class for paramedics on September 14 at the fire station. The session covered pediatrics, including school sports injuries.

Chief Irwin and Asst. Chief Lee attended an Alamo Area Fire Chiefs Meeting on September 23 at Helotes Fire Station.

Paramedics attended Advanced Cardiac Life Support (ACLS) Classes September 7-9 and Pediatric Advanced Life Support (PALS) classes September 21-23 at the fire station. Airline instructors presented the classes. The class was funded by a trauma grant from STRAC.

Firefighters practiced extrication skills September 27-29 at the fire station. Instructors from Metro Fire Inc. taught the classes at no charge. Banis Towing provided free transportation for three cars donated by Pick N Pull Auto Parts. Thanks to these three vendors for providing such excellent service at no charge!

H. E. B. "Hometown Heroes" program provided a free breakfast for firefighters and free labor for some repairs on September 8 and 9. The H.E.B. staff cooked breakfast, then did some painting around the station. Thanks, H.E.B.!

Mr. Ferrell provided a lunch for firefighters on Sunday Sept. 11 in remembrance of 9-1-01. Mr. Ferrell buys the food and prepares the meal every year. Thanks Mr. Ferrell!

Vehicle & Equipment News:

The City's Opticom GPS traffic preemption system was serviced by Consolidated Traffic Controls August 29 and 30. Ten intersections were evaluated and adjusted/repared as needed. CTS personnel also repaired the GPS system on Engine 1. The preemption system turns traffic signals green in the direction of travel of emergency vehicles equipped with the system, decreasing response time and increasing safety of the public and first responders.

Medic 2 received preventative maintenance on Sept. 7 at Public Works, and Engine 1 and the Prime Mover received maintenance on September 9.

The brush truck was in shop for repairs Sept. 4 –13 for repairs.

Firefighters completed semi-annual fire hydrant annual inspections this month.

Platform 1 (Bronto Skylift) was out of service on September 27 with starter problems. The truck was repaired the next day; a bad connector was the cause of the problem.

Medic 3 was out of service September 27 –28 with a defective main power solenoid.

PERSONNEL STATISTICAL DATA

STAFFING	SEP 2011	SEP 2010
BUDGETED	27.5	27.5
BEGINNING OF MONTH	25.5	27.5
SEPARATIONS	0	1
HIRED	0	0
END OF MONTH	25.5	26.5

PERSONNEL ON LEAVE	SEP 2011	SEP 2010
SICK LEAVE	101	432
ANNUAL/PERSONAL LEAVE	160.5	384.95
COMP. TIME	877	385.55
HOLIDAY LEAVE	200	123.5
KELLY DAY	216	312
OTHER	0	0

ON DUTY INJURIES	SEP 2011	SEP 2010	CYTD 2011	CYTD 2010
NUMBER OF INJURIES	0	0	3	3

PERSONNEL RESPONSES	SEP 2011
MAN-HOURS ON ALARMS	255 Hours 37 Minutes
OFF DUTY RESPONSES	8
OFF-DUTY FIREFIGHTERS	7
OFF-DUTY HOURS	9.5

FIRE PREVENTION ACTIVITIES

INSPECTIONS	SEP 11	SEP 10	CYTD 11	CYTD 10	TOTAL CY 10
COMMERCIAL BUSINESS	57	57	511	499	651
INDUSTRIAL	0	1	13	21	23
PUBLIC BUILDINGS	0	6	35	46	62
APARTMENTS/HOTEL	6	5	29	38	46
INSTITUTIONAL	5	8	37	38	52
RESIDENTIAL CONTACT	0	5	23	33	45
COMPANY IN-SERVICE	34	9	227	226	265
NEW CONSTRUCTION	6	8	35	51	64
CERTIFICATES OF OCCUPANCY	13	8	100	82	116
TOTAL INSPECTIONS	121	107	1010	1034	1324

OTHER ACTIVITY	SEP 11	SEP 10	CYTD 11	CYTD 10	TOTAL CY 10
SUPERVISED FIRE DRILLS	0	2	6	14	19
LECTURES/DEMOS NUMBER ATTENDED	3 72	2 48	19 1113	14 1020	32 3214
PLAN REVIEWS	0	2	46	33	46
CITATIONS ISSUED	2	0	3	4	4
WARNINGS ISSUED	0	0	9	4	11
COMPLAINTS INVESTIGATED	5	2	17	17	23
CHILD SAFETY SEAT INSPECTIONS	0	0	3	10	11
SIGN PERMITS REVIEWED	8	3	50	27	40
PERMITS ISSUED	1	2	20	30	39
PERMIT FEES RECEIVED	125.00	300.00	2840.00	5404.50	6704.50

EMERGENCY INCIDENT RESPONSE DATA

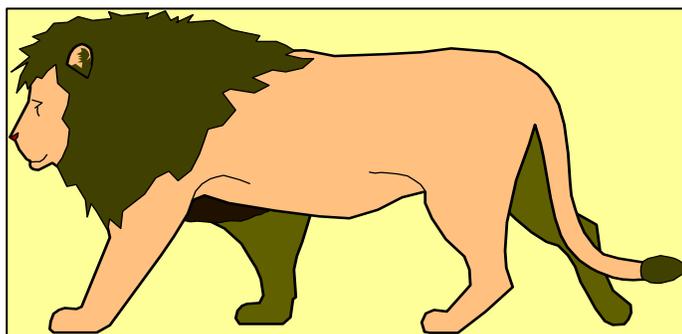
INCIDENT TYPE	SEP 11	SEP 10	CYTD 11	CYTD 10	TOTAL CY 10
STRUCTURE RESIDENTIAL	1	2	4	5	9
STRUCTURE COMMERCIAL RESIDENTIAL	0	0	4	5	6
STRUCTURE COMMERCIAL	0	0	1	1	3
STRUCTURE FIXED MOBILE RESIDENTIAL	0	0	0	0	0
STRUCTURE FIXED MOBILE COMMERCIAL	0	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	0	2	3	5
VEHICLE FIRE	3	0	4	4	5
OUTSIDE RUBBISH FIRE	0	0	5	4	4
SPECIAL OUTSIDE FIRE	0	0	0	0	0
NATURAL VEGETATION FIRE	0	0	18	2	2
CULTIVATED VEGETATION CROP FIRE	0	0	0	0	0
FIRE, OTHER	0	0	0	0	0
FALSE ALARM	10	13	117	109	152
INVESTIGATION OR SPECIAL INCIDENT	0	0	0	2	4
SERVICE CALL	6	4	49	52	84
EMS	81	103	793	809	1078
EMS ASSIST	31	34	322	277	399
HAZARDOUS CONDITION	8	4	49	47	61
RESCUE	1	1	16	9	11
MUTUAL AID	0	2	12	14	15
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	7	11	71	68	98
SEVERE WEATHER OR NATURAL DISASTER	0	0	1	2	2
TOTAL	148	174	1468	1413	1938

Stan C. Irwin, Fire Chief

LEON VALLEY PUBLIC LIBRARY STATISTICS

OCTOBER 2011

	OCTOBER 2011	<i>Compared to</i>	SEPTEMBER 2011
Items Loaned	3251		3431
EBSCOHost Accesses	6		15
Days Open/Average Per Day	21/155		21/163
Door Count	7110		8650
Volunteer Hours	220		255
Items Added New/Redo	334/251		246/185
Value of Gift Items	\$1738		\$1804
Reference Questions	508		556
Items Withdrawn	251		93
Library Cards Issued	39		41
Internal Internet Sessions	484		562
External Wi-Fi Accesses	354		389
Faxes Sent	75		48
Lit. Students/Items Used	3stu/6bks		3stu/6bks
ILL Received TexPress	21pkg/23bks		20pkg/22bks
ILL Returned TexPress	18pkg/20bks		21pkg/23bks
ILL Mailed	7 in /8 out		
Library Fines	\$69.00		\$80.00
Library Copy	\$104.00		\$76.10
Tax Equivalent	\$127.50		\$98.75
Gifts and Memorials	\$0.00		\$0.00





Leon Valley Police Department Monthly Report September 2011

Calls for Service

	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Calls for Service	660	6,961	767	7,827
Index Crimes	65	692	89	725
Non-Index Crimes	595	6,443	679	7,102

Non-index calls are contacts with citizens and/or visitors that are either non-criminal in nature, or are criminal in nature but are not categorized as an index crime.

An index crime is defined as murder, rape, robbery, theft, theft of a motor vehicle, assault, burglary, or burglary of a motor vehicle. These are the crimes that are reported to the Federal Bureau of Investigations on a monthly basis.

Non-Index Crimes

	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Suspicious Vehicle	48	527	53	512
Assist the Public/Other Agency	50	618	76	998
Disturbance	50	582	61	546
Violation of City Ordinance	4	106	6	84
Traffic Offenses	19	288	22	352
Burglar Alarm	84	886	95	1,023
Accidents	51	432	53	551
Criminal Mischief	8	188	17	185
Other	156	1,583	172	1,560
N-Code 10*	6	104	9	71
N-Code 14**	49	273	31	123
N-Codes	70	769	83	1,130

* N-Code 10 – Private property accident where blue forms issued

** N-Code 14 – Accident which occurred on the roadway where a blue form was issued

***Became separate categories in Sept 2010



Leon Valley Police Department Monthly Report

Index Crimes

	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Burglary	6	115	20	111
Burglary – Motor Vehicle	12	175	20	195
Assault	8	72	8	91
Homicide	0	0	0	0
Rape	0	3	0	2
Theft	35	281	29	272
Theft of Service	1	16	8	21
Vehicle Theft	3	23	3	19
Robbery	0	7	1	14

Citations

	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Citations Issued	319	7,133	1,101	9,783

Citations by Selected Categories	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Expired License Plates	39	921	152	1,427
Expired Inspection Certificate	41	1,380	202	2,029
No/Expired/Invalid DL	34	559	62	671
No Insurance	53	1,301	197	1,708
Ran Red Light	15	130	21	133
Ran Stop Sign	6	297	76	470
Speeding	20	645	96	875

Hazardous vs. Non-Hazardous	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Hazardous	41	1,072	193	1,478
Non-Hazardous	278	6,041	908	8,285

Hazardous citations are for actions that could cause accidents. Examples include speeding, ran red light, and ran stop sign. Non-hazardous citations are for violations of either the Traffic Code or City Ordinance, which would not result in the potential for an accident. These include expired license plates, no liability insurance, expired motor vehicle inspection certificate, no drivers license, expired drivers license, etc.



Leon Valley Police Department Monthly Report

Arrest

Arrests	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Felony Offense	4	62	6	59
Misdemeanor Offense	41	585	67	582
Warrants	16	89	45	282
LV Municipal Court Warrant			9	107

Investigations

	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Assigned	134	1,168	130	1,159
Arrest/Charges Filed at Large	27	233	39	225
Suspended	89	809	77	848
Closed by Exception	16	154	15	187

A suspended case is one where no leads are available or what leads were available did not lead to an arrest

A case closed by exception is one where either the Complainant did not wish to pursue charges, the Defendant died, or for some other reason a known Defendant was not prosecuted.

Communications

Total 911 Calls/ by Source	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Total	N/A		1091	9,830
Business			98	959
Residential			81	927
Coin			10	54
Cellular			887	7,790
Voice over Internet Protocol			14	86
Unknown			1	14

9-1-1 calls unavailable as of 10-07-2011



Leon Valley Police Department Monthly Report

Community Resource Officer

	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Violations of City Ordinance	34	470	55	378

Reserve Officers

Our Reserve Officers continue to supplement our Patrol as well as perform functions of security at City events. We have three of the Reserve Officers provide for security as well as clerical support for our Thursday Municipal Court sessions.

	Sept 2011	YTD 2011	Sept 2010	YTD 2010
Hours	352	3,132	428	4,526
Calls for Service Handled	84	693	45	793
Citations	42	371	47	534

Public Works Monthly Report

September 2011



Director's Report

- Attended all normal Staff meetings, Park Commission and CAG
- 2011 sewer and water improvements - Progress inspections Zumwalt Construction
- Met with Kristi Flores, Backflow inspections
- Met for Fiesta Dodge Revitalization
- Met with City Manager, Darby Riley, Nunez Co. to clear land at Onion House property
- Met with CMM for Poss Road project update
- Met with resident Mrs. Larkin, William Rancher high water
- Met with GDA, Eddie Dela Garza, for Slurry Project
- Met with GDA, Eddie Dela Garza, for Seneca Project
- Met with resident Ms. Crutchfield, Drainage issue
- Met with James Green, Etech Oil Separator
- Met with SIA Engineering
- Handled various calls for Public Works service requests



Assistant Director's Report

- Storm Water committee support.
- Met with Eddie De La Garza and San Antonio Constructors - Poss Road construction.
- 2011 sewer and water improvements - Progress inspections Zumwalt Construction.
- Cato drilling, piers for radio antenna.
- ETech construction – oil/water separator
- Ransor Tower Communication



Construction Crew

09-01 thru 09 Seneca Dr.: Crack Seal.
 09-12 Setting Sun: Crack Seal.
 9-13 PSC: Prepared steel and sonotube for installation with preparation to install radio tower anchors.
 9-14&15 PSC: Assisted contractors with preparations for installing radio tower anchors.
 09-16 PSC: Cleaned up brush and spoils from drillers.
 09-19 PSC: Removed forms and sonotubes from anchor piers. Also cleaned up debris from streets on Seneca Dr, Grass Hill and on Salazar Dr.
 09-20 Sun View: Completed crack sealing of street.
 09-21 Seneca Dr.: Removed and replaced large patch at 6415 Seneca.
 09-22 Sun Light: Crack Seal.
 09-23 Sun Light: Continued and completed crack sealing of street.
 09-26,27&28 Evening Sun: Continued and completed crack sealing street.
 09-29 Sun Light: Completed crack sealing street.
 09-30 Forest Court: Crack sealed street and dressed up around man hole with cold mix asphalt.



Water Crew Activities

Water Samples for S.A. Health District	11 water samples for analysis
Disconnect Notices	148
Disconnect Water Service	38
Flush dead-end water mains	26 Flushed
Meter Reading	3 Days
Meter Re-reads	20 Re-reads
Meter Changed Out Program	36 Meters changed out
Temporary Meters Installed	4 Installed
Move Outs	3 Closed
Move INS	12 Activated
Locates	6 Completed
Wells\Tower Sites	Cut grass and trim
City Wide	Fire hydrant list

<u>Location</u>	<u>Work done.</u>
7320 Link Meadow	replaced meter box

6503 Sun Creek	covered hole after main break over weekend
7329 Link Meadow	replaced leaking curb stop
Walking Gait area	installed T.R.meters and replaced meter boxes
Grass Valley @ Clover Bend	repaired 6"water main break
6622 Clover Bend	repaired 6"water main break
Timber Leaf @ Evers	repaired 6"water main break
6618 Peachtree	repaired 6"water main break
7216 Bandera	new water service, made 2" water tap
7019 Wagon Spoke	ran sewer jet and camera in 4"customer line
5603 El Verde	replaced leaking 6"water valve
6414, 6422 Handsome Lake	spread top soil and level soil
7606 Centerfield	replaced leaking curb stop
6701 Huebner	replaced leaking curb stop



Maintenance Crew

Park:	Cut grass and trim
Park:	Delivered BBQ pit key and instructions on use for large pavilion
Park:	Cleaned Park and opened restrooms Monday thru Sunday @7:00am
Park:	Repaired toilets leaking faucets
Park:	Removed fallen trees and branches
Park:	Picked up trash
Park:	Cut and trimmed at playground, added fluff fall zone material
Park:	Maintain restrooms
Park:	Remove graffiti
Park:	Maintain picnic tables and pavilions
Public Works:	Cleaned Trucks, checked equipment
Public Works:	Cleaned and removed brush from Walking Trail behind PW
Public Works:	Cleaned shop, water cage, welding area, repairs as needed
Conference Center:	Set ups and clean ups for events held there
Conference Center:	Mowed complex, repairs as needed
Community Center:	Grounds cut and trimmed, repairs as needed
Community Center:	Wednesday set up for bingo & Thursday cleaned up for seniors
Community Center:	Set up for events
Library:	Grounds cut and trimmed, pick up recyclables
Library:	Repairs as needed
Library Annex:	Clean, mow and trim, repairs as needed
City Hall:	Grounds cut and trimmed, Mondays only, repairs as needed
City Hall:	Pick up recyclables
City Hall:	Completed remodel of restroom

LVPD:	Repairs as needed
LVFD:	Repairs as needed
Citywide:	Removed graffiti throughout the city
Citywide:	Reinstall fallen stop/street signs
Citywide:	Check surveillance camera and maintain
Citywide:	Removed fallen trees
Marquee	Marquee update as they come in
Service requests:	Various requests completed as they come in

Public Works Monthly Report

October 2011



Director's Report

- Attended all normal Staff meetings, Park Commission and CAG
- Met with SCADA Rep.
- Met with Jamie Green for the Oil/Water Separator
- Met with SIA on the Aids Drive ditch drawings
- Met with Kristi Flores for Clean Ups at the Community Center
- Met with Wayne Barrett for Community Center electrical outlet installations



Assistant Director's Report

- Storm Water committee support.
- Met with SIA on the Aids Drive ditch drawings
- ETech construction – oil/water separator



Construction Crew Activities

- 10-03 Walking Gait: Began to crack seal street.
- 10-04 thru 07: Filled in chug holes in alley behind Gabriels and Skate Ranch.
- 10-10 Evers Rd.: Cleaned up debris from flooding on Evers and Poss Rd.
- 10-11: Cleaned up debris on Echo Hill, Seneca Dr. and on Salazar Dr.
- 10-12&13 7014 Mill Wheel: Prepared driveway approach for concrete by setting forms and re-bar.
- 10-14 7014 Mill Wheel: Poured and finished 5cu.yd. of concrete for driveway approach.
- 10-17 7014 Mill Wheel: Removed forms and tamped in base material in front of driveway approach.
- 10-18: Cleaned and serviced equipment.
- 10-19&20 PSC: Removed and replaced boards on truck bed.(C-1)
- 10-21 7014 Mill Wheel: Spread and compacted 3 tons of asphalt in front of driveway approach.
- 10-24&25 Began excavation on emergency exit road at PSC .
- 10-26 Seneca Dr.: Scraped off and removed milled asphalt to be repaved.
- 10-27 Seneca Dr.: Laid and compacted 24 tons of hot mix asphalt on milled areas.
- 10-28 6602 Barneywood: Saw cut and excavated old base material from water main break in street.
- 10-31 PSC: Emergency Exit Road: Added base material and compacted to complete drive exit.



Water Crew Activities

Water Samples for S.A. Health District	11 water samples for analysis
Disconnect Notices	156
Disconnect Water Service	43
Flush dead-end water mains	26 Flushed
Meter Reading	3 Days
Meter Re-reads	32 Re-reads
Meter Changed out Program	33 Meters changed out
Temporary Meters Installed	2 Installed
Move Outs	6 Closed
Move INS	12 Activated
Locates	8 Completed

Wells\Tower Sites
City Wide

Cut grass and trim
Fire hydrant list

Location

6231 Forest Bend
City Wide
7230 Timber leaf
Jeff Loop and El Verde
Barneywood
7007 Wild fern
Highstepper@Checkrein
6310 Stirrup
6001 El Verde
Wells and tower sites

Work done

ran sewer camera
applied top soil to 6 different job sites
set forms and poured concrete
removed meter boxes and filled up holes with sand
6"water main break
replaced leaking curb stop
6"water main break
cleaned out sewer line and ran camera
6" water main break
trimmed branches and cleaned area around all 4
locations



Maintenance Crew

Park: Cut grass and trim
Park: Delivered BBQ pit key and instructions on use for large pavilion
Park: Cleaned Park and opened restrooms Monday thru Sunday @7:00am
Park: Repaired toilets leaking faucets
Park: Removed fallen trees and branches
Park: Picked up trash
Park: Cut and trimmed at playground, added fluff fall zone material
Park: Maintain restrooms
Park: Remove graffiti
Park: Maintain picnic tables and pavilions

Public Works: Cleaned Trucks, checked equipment
Public Works: Cleaned and removed brush from Walking Trail behind PW
Public Works: Cleaned shop, water cage, welding area, repairs as needed

Conference Center: Set ups and clean ups for events held there
Conference Center: Mowed complex, repairs as needed

Community Center: Grounds cut and trimmed, repairs as needed
Community Center: Wednesday set up for bingo & Thursday cleaned up for seniors
Community Center: Set up for events

Library: Grounds cut and trimmed, pick up recyclables
Library: Repairs as needed

Library Annex: Clean, mow and trim, repairs as needed

City Hall:	Grounds cut and trimmed, Mondays only, repairs as needed
City Hall:	Pick up recyclables
City Hall:	Completed remodel of restroom
LVPD:	Repairs as needed
LVFD:	Repairs as needed
Citywide:	Removed graffiti throughout the city
Citywide:	Reinstall fallen stop/street signs
Citywide:	Check surveillance camera and maintain
Citywide:	Removed fallen trees
Marquee	Marquee update as they come in
Service requests:	Various requests completed as they come in

CITY OF LEON VALLEY
MINUTES OF THE MEETING OF THE
COMMUNITY EVENTS COMMITTEE

September 28, 2011

The meeting of the Community Events Committee convened at 6:41p.m. on Wednesday at the Leon Valley Conference Center, 6417 Evers Rd. Leon Valley, Texas 78238.

I. ROLL CALL

Present were Chairman Carlos Vera and members, Celia Ramirez, Evelyn Scarborough, and Bobbie Schaeff and Darcy Vera. Also present was Sylvia T. Gomez, Administrative and Staff Liaison.

II. APPROVAL OF MINUTES

Chairman Carlos Vera made a motion to approve the minutes of August 24, 2011 and member Evelyn Scarborough seconded the motion. The committee then moved to accept the meeting minutes of August 24, 2011 as read. A correction to the minutes was brought up due to the change Of Date for Los Leones Art Show and Sale for NISD from October 2011 to March 31, 2012.

III. NEW BUSINESS

Grandparents Day Concert was held Sunday, September 11, 2011 at 2:30 p.m. Chairman Carlos Vera said Concert went well. Sylvia Gomez, Staff Liaison has been in contact with various groups to attend function. Refreshments were provided. Thank you Volunteers for helping on this Concert. Several Baskets were given out as Prizes. Thank you to members for your donation and Darcy Vera for putting the baskets together. Volunteers please give \$10 for donation of baskets to Darcy. We had about 100 people attend the Grandparents Day Concert.

OTHER BUSINESS

Senior Health Fair was held on August 31, 2011, Wednesday. They had a great turnout at the Senior Activity Center in Leon Valley. It was held from 9:00 a.m. to 12:00 p.m.

The Leon Valley Community Events Committee Activities Calendar 2011-2012 was reviewed by the members. On Dec. 1 - Thursday - 9:00am-11:00 am - Holiday Decoration/Community Center
Dec. 5 - Monday - 6:30 p.m-8:30 p.m. Holiday Tree Lighting/Choruses & Santa
Dec.11 - Sunday -2:30 p.m. -4:00 p.m. Holiday Concert
Dec.29 - Thursday -9:00 a.m. - 11:00 a.m. Decoration takes down
March 30 - Friday - Early Evening - Los Leones Judges reception
March 31 - Saturday - All Day 8:30-2:00 p.m. - Los Leones Art Show & Sale NISD
July 4 - Wednesday - 10:00 a.m.-2:30 p.m. - Independence Day Parade

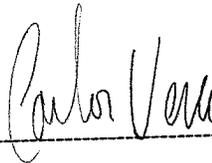
Election date for New Community Events committee officer Selection to be held on October 19, 2011. For President - Carlos Vera, For Secretary - Celia Ramirez.

Next meeting will be October 19, 2011.

ADJOURN

A motion to adjourn was made by Evelyn Scarborough and seconded by Darcy Vera. The meeting adjourned at 7:15 p.m.

CHAIR



STAFF



LEON VALLEY COMMUNITY EVENTS COMMITTEE
 CURRENT ACTIVITIES CALENDAR
 2011-2012

DATE	DAY	TIME	EVENT
Sept. 11	Sunday	2:30p.m. 4:00p.m.	Grandparent's Day Concert
Dec. 1	Thursday	9:00 a.m. 11:00 a.m.	Holiday Decor/Community Ctr.
Dec. 5	Monday	6:30 p.m. 8:30 p.m.	Holiday Tree Lighting/Choruses & visit from Santa (open to public)
Dec. 11	Sunday	2:30 p.m. 4:00p.m.	Holiday Concert (open to public)
Dec. 29	Thursday	9:00 a.m. 11:00 a.m.	Decoration take down
Mar. 30	Friday	Early Evening	NOT OPEN TO PUBLIC: Los Leones Judges' reception CEC mbrs. assist NISD <u>only</u>
Mar. 31	Saturday	All Day 8:30a.m. 2:00p.m.	Opening Ceremony for Los Leones Art Show & Sale assist NISD (open to public)
*THIS EVENT HAS BEEN CANCELLED			Xeriscape/Beautification Judging
July 4	Wednesday	10:00 a.m. 2:30 p.m.	Independence Day Parade & Celebration/Community Ctr. (open to public)

MINUTES OF SEPTEMBER 12, 2011
CITY OF LEON VALLEY PARK COMMISSION

1. Call to Order and Determination via Roll Call if Quorum is Present:

The September 12, 2011 meeting was called to order at approximately 6:30 PM by Chairman Bert Thomas in the large pavilion at Raymond Rimkus Park.

Present : Bert Thomas, Bill Cooper, Linda Tarin, Susan Fraser, Tom Fraser and Rachel Felker. A Quorum was present.

Excused : Benay Cacciatore

Resigned: David Fitzgerald.

City Staff Present: Byron Vick.

City Council Liaison: None.

Citizens to be Heard: None

Guests: Mary and Matt Hodde

2. Review and Approval of Minutes: The August 8th, 2011 minutes were submitted for approval. Motion for approval was made by Bill Cooper and seconded by Linda Tarin and Tom Fraser.

3. Reports: from Byron Vick:

A. Status of Dead Trees: Removal of dead trees, broken, fallen and low-hanging branches ongoing project.

B. Status of L.V. Park Survey: So far, 172 surveys have been returned for review. Results will be reported as soon as all the surveys are tallied.

4. Discussion:

A. Autumn Working Day in the Park : Possibly the third Saturday in October will be a working day for the commissioners. We'll meet and spend some time in the morning cleaning, planting and beautifying the park.

B. Watering trees: During this drought, the trees and shrubs have been seriously stressed. Some have even died due to following the city policy of no watering at the park in

keeping with the stage 2 water restrictions now in effect. Although the city uses recycled water, policy requires the city to follow the same restrictions as residential users. Matt Hodde asked about whether hand watering would be acceptable since it is allowed in private yards. (Two large crepe myrtles next to swings seem to be completely dead due to lack of water and we were concerned about that.) No clear answer was given.

5. Commissioners' and Staff's Comments:

A. Tom Fraser suggested holding community sporting events at the park.

B. Linda Tarin and Susan Fraser suggested we make fixing the tarmac path near the pavilion a priority. Bill Cooper agreed, saying he'd suggested this several years ago when it was included with the project to build a bridge across the creek bed.

C. Rachel Felker suggested putting sand in the volleyball pits, splash pads for kids to play in sprinklers and possibly engraving bricks with names of contributors to fundraisers for park projects.

D. Tom Fraser asked about replacing basketball nets with some stronger ones since they seem to have deteriorated in the hot summer sun. New ones are scheduled to be installed in October.

6. Walk around the park: We took a walk around the entire perimeter of the park. Except for a walker with his dog off the leash who said he knew all about the leash law and clearly didn't care about it, our walk was uneventful. The park looked especially cleaned of trash and cleared of dead wood. Ending near the pavilion where we began our walk, we all agreed again that fixing the paved path in that area ought to be a top priority.

7. Announcements: The next meeting will be at our regular time and place: City Council Chambers in City Hall at 7 PM on October 10th, 2011. (Columbus Day??)

8. Adjournment: The meeting adjourned at approximately 8 P.M as it was getting dark.

Approved by Bert Thomas, Chairman, Leon Valley Park Commission.



Minutes

Leon Valley Public Library Board of Trustees Meeting

Meeting of September 12, 2011 7:00pm at the Library

Meeting was called to order by Chairman Bellows at 7:15pm when a quorum was present. Present were: Chairman Tom Bellows, Shirley Loban, Susan Priesand, Dr. Horace Staph, Peggy Proffitt, Carol Poss, Barbara Owens, and Librarian Trent.

Minutes of the July 11, 2011 were approved with one addition: The First Saturday Book Sale for July raised approximately \$125.00. (Dollar amount was omitted from the sentence in the draft.) With this correction Shirley Loban moved and Carol Poss seconded that the minutes be approved as corrected. Motion carried.

Librarian Trent gave a brief update on the adopted 2012 Library Budget. Perhaps most significant in the budget is \$150,000 from the City Reserve Fund for the Children's Wing of the Library. Library Board was extremely pleased with this funding and agreed it would be very important to leveraging additional funding necessary to construct the addition, approximately \$540,000.

Status of Children's Wing Expansion

Librarian Trent noted the passage 9/6/2011 of the public-private partnership ordinance creating the City of Leon Valley and Friends partnership for the purpose of completing the Children's Wing. Work with Ms. Word, city grant writer continues for the month of September. This position is not funded in the 2012 budget and will impact our search for funding. She has offered to assist us after her employment ends in any way she can. It was also noted that with the \$150,000 funding in the 2012 Budget, \$156,313 in the Library Reserve and the Friends Building Fund (approx. \$128,000) there is \$336,313 in the overall Building Fund as of September 2011. It was also announced that funding from the LV EDC to the Friends for the Children's Wing is not allowed under current legislation that regulates the EDC.

Statistical Reports for the months of July 2011 and August 2011 were given to Board members.

Friends of the Library President Carol Poss reported on the Fall Friends Book Sale indicating approximately \$1400 was raised during the sale. The Fundraising Dinner held September 16, 2011 was also a sold out success! The event raised \$1323.00 after expenses. Leon Valley's Audie Murphy American Legion Post #336 contributed \$100.00 toward expenses for the evening. The actor Duffy Hudson was a huge success and there was wide spread agreement that we should try to get him back in the spring for another fundraising dinner with his Albert Einstein character. Joyce indicated she would stay in touch with the actor and try to arrange something in the spring 2012.

Director Trent reported that the Friends web page is up and running! <http://www.FriendsofLVPL.org> Amy Watson created this first site, which was a component needed for the Friends Guidestar listing.

The Library Board was informed that longtime library volunteer Jean Fox died at the age of 91yrs of age on June 9, 2011. She had moved from Leon Valley into an Alzheimer's residential facility. The Friends were notified by letter that they are a listed beneficiary in her last will. They are to be gifted with "all her books". It is not known how many books or how valuable this gift might be. Update on this issue will be sought with the estate attorney, K. T. Whitehead.

Carol Poss reminded members of the upcoming Breakfast with Santa to be held on December 3, 2011 8:30am – 10:30am. Volunteers for the event and items are needed for the Silent Auction (contact Joyce Cook).

Carol Poss also informed members that she was notified that the Leon Valley history book which is in final preparation for publication, will be published December 5, 2011. Proceeds from the sale of the book will be split between the two authors: Friends of the Leon Valley Public Library and Historical Society of Leon Valley. The book will be available at Barnes & Noble, Amazon and outlets in Leon Valley for about \$25.00. A book sale and signing will be held at the Library. Congratulations were offered on this important accomplishment.

There being no further business Carol Poss moved to adjourn and Shirley Loban seconded this motion. Motion passed, meeting adjourned at 8:15pm.

STORM WATER ADVISORY COMMITTEE

CITY OF LEON VALLEY

MEETING MINUTES

DATE: September 12, 2011
TIME: 7:00 PM
LOCATION: Leon Valley Public Works Department, 6427 Evers Road, Leon Valley, Texas.

MINUTES:

Members present:

Bob Tome, Chair
Fred Stolz, Staff Representative
Marisa Flores, Stormwater Clerk
David Clarke, Committee Member
Michael Clemenson, Committee Member
Walter Geraghty, Committee Member

Members absent:

Rene Baeten, Committee Member

Minutes of the March 7, 2011 meeting were approved on a motion by Mike Clemenson and second by a Dave Clarke, as presented. Bob notes that there are no minutes for the scheduled July meeting since a quorum was not present.

DISCUSSION:

- Marisa Flores again informed the committee of the results of the Basura Bash cleanup of Zarzamora Creek on February 26, 2011. Two areas were cleaned, Bandera Road to 410 and 410 to Evers Road. The event had 60 participants, 70 bags of trash were collected. Overall, Basura Bash involved 15 separate locations, and 810 tires and over 40 tons of material were collected. Bob Tome said that he would speak with a member of HEB's Environmental Quality team in regards to the City's efforts to install snow fencing along Zarzamora Creek.
- The committee reviewed the program progress. A lack of activity was noted regarding BMP 4, requiring that Leon Valley develop an ordinance establishing sediment and erosion controls for developments over 1 acre. Marisa will research Leon Valley's subdivision ordinance, which requires sediment and erosion controls, to see if the current ordinances in place will suffice. The Year 4 annual report is due on November 12, 2011.
- Marisa Flores reported that the Stormwater Program had made the purchase of a Trimblr GeoXT GPS unit for use in mapping outfall and infrastructure data. This purchase was approved by a motion made by the committee at the December 6, 2010 meeting.
- Fred Stolz reported that the Stormwater program's revenue were on target, with year to date revenue at \$323,808 and projected revenue at \$384,000. Expenses were light, with year to date expenses at \$179,956.37 and budgeted expenses at \$382,335. These totals lacked one month remaining in the fiscal year. Walter Geraghty asked if the acquisitions along El Verde Road for the flood project will substantially impact the stormwater revenue. Fred advised that there are

52 homes being acquired in this area, but we have offsetting development in The Ridge area.

- Marisa Flores reported that two proposals have been received for the shop oil and water separator and Public Works planned to move ahead with ETECH construction's bid of \$14,700. Bob Tome recommended that an alarm or monitoring device be installed with the oil and water separator. Public Works will consult with the City Engineer to see if this is possible.
- Bob Tome announced that changes to the MS4 Phase II General Permit will require that small MS4s inspect and report on all commercial activity within the city. As a result of this and additional changes that could require revisions to Leon Valley's SWMP, Bob recommended that the committee increase the frequency of its meetings from quarterly to bi-monthly. Walter Geraghty suggested that meetings be held on an as needed basis.
- Activities regarding the septic tank identification program were described by Marisa. 108 septic tanks were culled from the Bexar County Permit file as existing in Leon Valley. BMP 3 requires that the city inventory all septic tanks, and inspection duties currently reside with the County.

Next meeting for the fourth quarter will be on October 31, 2011 at 7:00 pm at Public Works.

The meeting was adjourned at 8:30 p.m.