

NOTICE OF PUBLIC MEETINGS

AGENDA

LEON VALLEY CITY COUNCIL MEETINGS

TUESDAY, JANUARY 10, 2012

LEON VALLEY CITY COUNCIL CHAMBERS

6400 EL VERDE ROAD, LEON VALLEY, TEXAS 78238

SPECIAL CITY COUNCIL MEETING – 5:15 P.M.

1. **Call to Order and Determine a Quorum is Present.**
 2. **Executive Sessions in Accordance with the Texas Government Code.**
 - A. **The City Council of the City of Leon Valley Will Convene in Executive Session 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; or (2) to Deliberate the Offer of a Financial or Other Incentive to a Business Prospect Described by Subdivision (1), Regarding the Town Center Project, M&C # 01-01-12.**
 - B. **The City Council of the City of Leon Valley Will Convene in Executive Session 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 the Upcoming Appointments to the Board of the City of Leon Valley Economic Development Corporation, M&C # 01-02-12.**
 - C. **The City Council of the City of Leon Valley will Reconvene Into Open Session and Take Any Possible Actions Resulting from the Executive Sessions.**
 3. **Adjourn.**
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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.**
2. **Presentation of Service Awards to Employees of the City of Leon Valley, M&C # 01-03-12.**
This agenda item will allow the Mayor and City Council to formally recognize a number of City employees who are receiving their five year, ten year, twenty and twenty-five year service recognition awards. (Mayor and City Council)
3. **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.

4. **Consider Approval of the Meeting Minutes of the December 20, 2011 Special and Regular City Council Meetings. (Willman)**
5. **Consider Action on M&C # 01-04-12, Appointing Members to the City's Boards, Committees, and Commissions: the Earthwise Living Committee.** *This agenda item will allow the City Council to consider making appointments to the City's Boards, Committees, and Commissions by minute order. (Mayor Riley)*
6. **Consider Action on M&C # 01-05-12, with Attached Resolution Appointing Member to the Bandera Road Site – Community Advisory Group (CAG).** *This agenda item will allow the City Council to consider making an appointment to the (CAG) by Resolution to replace an organizational appointee who is resigning. (Willman)*
7. **Consider Action on M&C # 01-06-12 Authorizing the City Manager to Enter Into a Continued Lease Agreement With the Northwest Senior Citizen's Club.** *This agenda item will allow the City Council to consider taking action authorizing the City Manager to renew the contract of use of the City of Leon Valley Community Center including associated support staff services by the Northwest Senior Citizen's Club effective January 2012 for a two year period. (Flores)*

Discussion Agenda

8. **Discuss and Update on Town Hall Meeting of January 28, 2012, M&C # 01-07-12.** *This agenda item is to allow the City Council to continue discussing the preparations for the special City Council meeting to be conducted in the format of a Town Hall Meeting on Saturday, January 28, 2012 at the Leon Valley Conference Center.*
9. **City Manager's Report. (Longoria)**
 - A. **Informational Issues.**
 - (1) **Results of the Election of the Bexar Appraisal District Board of Directors for 2012-2013.** *This agenda item will allow the City Council to receive an update on the results of the Election of the Bexar Appraisal District Board of Directors for 2012-2013.*
 - 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) **Earthwise Living Committee Meeting Minutes of November 8, 2011**
 - C. **Future Agenda Items.**
 - (1) **Discuss New City Website, Preliminary Workshop Meeting, January 24, 2012**

- (2) Conduct Two (2) Public Hearings on the Proposed Property Maintenance Code Ordinance on January 24 and February 7 with Ordinance Adoption Consideration Scheduled for February 21.
- (3) Discuss and Consider Purchasing Policy, Contract Renewal Policy, and Personal and Professional Services Policy, January 24, 2012.
- (4) Consider Approval of the Comprehensive Annual Financial Report for Fiscal Year 2011, January 24, 2012.
- (5) Consider Ordering the May 12, 2012 General Officers Election, January – March 5, 2012.
- (6) Executive Session to Discuss Negotiations Concerning the CPS Energy Franchise Agreement, January – February, 2012.

10. Citizens to be Heard.

11. 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:

01-28-12 Town Hall Meeting, 9 a.m. – 12:30 p.m., Leon Valley Conference Center
02-25-12 23rd Anniversary Earthwise Living Day, 10 a.m. – 2 p.m., Leon Valley Community Center

Executive Session

- 12.** 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).

13. Adjourn.

I hereby certify that the above NOTICE OF PUBLIC MEETINGS AND AGENDAS OF THE LEON VALLEY CITY COUNCIL MEETINGS was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on January 5, 2012 by 5:00 p.m. and remained posted until after the meetings 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

MAYOR AND COUNCIL COMMUNICATION

DATE: January 10, 2012
M&C #: **01-01-12**
Special Meeting

TO: MAYOR AND CITY COUNCIL

SUBJECT:

The City Council of the City of Leon Valley will Convene in Executive Session Pursuant to Section 551.087, Deliberation Regarding Economic Development Negotiations (1) to Discuss or Deliberate Regarding Commercial or Financial Information that the Governmental Body has Received from a Business Prospect 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; or (2) to Deliberate the Offer of a Financial or Other Incentive to a Business Prospect Described by Subdivision (1):

Regarding the Town Center Project

PURPOSE

The City Council will be briefed in Executive Session regarding the Town Center Project. City Attorney Mick McKamie will be present to advise the City Council.

S.E.E IMPACT

Social Equity – The attorney consultation contract is an integral part of how citizens are equally represented in the municipal government process.

Economic Development – Responsible city governments that uphold the tradition of good governance will and do attract community and economic development.

Environmental Stewardship – Not applicable

FISCAL IMPACT

None at this time.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: January 10, 2012
M&C # 01-02-12
Special Meeting

TO: MAYOR AND CITY COUNCIL

SUBJECT:

The City Council of the City of Leon Valley will Convene in Executive Session as Authorized by the Texas Government Code, 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 the Upcoming Appointments to the Board of the City of Leon Valley Economic Development Corporation.

PURPOSE

The City Council will interview interested individuals who have applied to be considered for service on the LVEDC Corporation Board of Directors. This action is in keeping with the City Council's standard of recruitment for this very important board. The City Council adopted Ordinance No. 11-022 on September 20, 2011 providing for the staggering of terms of office of members of the Board of Directors of the LVEDC, creating place numbers and assigning members to the various places on the LVEDC Board, and establishing the procedures for appointment of members to the LVEDC Board.

Board Members in Places 2, 4, and 6 were appointed on September 20 with their terms set to expire on September 30, 2012. Board Members serving in Places 1, 3, 5, and 7 have continued to serve until their successors are duly appointed. In order to continue with the staggering of service terms, appointments made in Places 1, 3, 5, and 7 will serve until their successors are appointed or until September 30, 2013.

S.E.E IMPACT

Social Equity – The process of continuance of government is inherent to providing social equity for all Leon Valley community members and stakeholders. Appointing members to the LVEDC Board of Directors ensures the ongoing provision of quality economic development services to the City of Leon Valley, its residents and businesses. The continuance of quality board leadership is the demonstration of the City Council's commitment to representative social equity.

Economic Development – Responsible city governments that uphold the tradition of good governance do and will attract quality community and economic development.

Environmental Stewardship – Not applicable

FISCAL IMPACT

None at this time.

APPROVED: _____ DISAPPROVED: _____
APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

ORDINANCE NO. 11-022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY PROVIDING FOR THE STAGGERING OF TERMS OF OFFICE FOR MEMBERS OF THE BOARD OF DIRECTORS OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC); CREATING PLACE NUMBERS AND ASSIGNING MEMBERS TO THE VARIOUS PLACES ON THE BOARD; AND ESTABLISHING THE PROCEDURES FOR APPOINTMENT OF MEMBERS TO THE BOARD OF DIRECTORS OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)

WHEREAS, the citizens of the City of Leon Valley, Texas have approved the implementation of a sales tax to fund economic development in the City; and

WHEREAS, the Leon Valley Economic Development Corporation (LVEDC), created to administer the revenues received from the economic development sales tax, has operated in furtherance of the purposes of the Corporation; and

WHEREAS, the City Council finds and determines that the staggering of terms of office for the Members of the Board of Directors is in the best interest of continuity and stability on the Board to insure its continued effectiveness and efficiency;

WHEREAS, the City Council finds it in the best interests of the City to provide for Places on the Board of Directors, and to provide for the procedures to be followed of the appointment of Members of the LVEDC Board of Directors ;

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

1. There are hereby created seven Places on the Board of Directors of the Leon Valley Economic Development Corporation, to be numbered Places 1, 2, 3, 4, 5, 6, and 7.
2. Each current Member of the LVEDC Board of Directors is hereby assigned to fill a numbered Place on the Board, using alphabetical order by surname, to wit:

Place 1	Mike Davis
Place 2	Abraham Diaz
Place 3	Claude Guerra
Place 4	Nancy Marin
Place 5	Mike McCarley
Place 6	Steven Ynostrosa

Place 7 Georgia Zannaras

3. The current terms of office of all Members of the LVEDC Board expire on September 30, 2011. In order to stagger the terms of office of the Members of the LVEDC Board, the terms of office of Members who serve in Places 1, 3, 5 and 7 shall expire on September 30, 2011. The terms of office of Members who serve in Places 2, 4 and 6 shall expire on September 30, 2012. As necessary to implement the staggered terms of office, the Members appointed to serve in Places 2, 4 and 6 shall be appointed for a term of one year.
4. After the steps necessary to implement staggered terms of office have been completed, Members of the LVEDC Board of Directors shall continue to be appointed to serve two-year terms from the date of appointment or reappointment.

PASSED and APPROVED this 20th day of September, 2011.

APPROVED:

ATTEST:


Chris Riley, Mayor


Janie Willman, City Secretary

APPROVED AS TO FORM:


William M. McKemie, City Attorney
FRANK ONION



Agenda Item 2

MAYOR AND COUNCIL COMMUNICATION

DATE: January 10, 2012
M&C # 01-03-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: PRESENTATION OF SERVICE AWARDS TO EMPLOYEES OF THE CITY OF LEON VALLEY

PURPOSE

The City Council will formally recognize a number of City of Leon Valley employees who are receiving their five year, ten year, and twenty year service recognition pins and awards.

Eligible employees (presented alphabetically by surname) and their years of service are:

Five Years

Sylvia Gomez
Kasey Marshall
Kory Paulini
Jason Prado
Valerie Siat
Byron Vick
Melinda Ybarra

Ten Years

Michael Cuevas
Jessie Fenimore
Billy Lawson
Mando Martinez
Pam McAdams
Edgar Miranda
Mike Poston
Luis Valdez

Twenty Years

Wally Fabela

Twenty-Five Years

Albert SanMiguel

Employees who are unable to attend the City Council Meeting will pick up their service award from the Human Resource Office.

S.E.E IMPACT

Social Equity – Providing recognition for longevity of public service ensures continued social equity through the recognition of quality service provision and commitment to the City of Leon Valley, its residents, businesses, and community stakeholders.

Economic Development – Responsible city governments that provide quality services ensure the attraction and retention of quality economic development.

Environmental Stewardship – Not applicable

FISCAL IMPACT

None at this time.

APPROVED: _____ DISAPPROVED: _____
APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

Agenda Item 4

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
DECEMBER 20, 2011**

The City Council of the City of Leon Valley, Texas, met on the 20th Day of December 2011 at 6:00 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 – 6:00 P.M.

- 1. Call to Order, and Determine a Quorum is Present.**
Mayor Riley called the Special City Council Meeting to order at 5:59 p.m. with all City Council Members in attendance: Hill, Reyna, Baldrige, Dean, and Bieber.

City Staff in attendance: City Manager Longoria, Assistant City Attorney Onion, and City Secretary Willman.
 - 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 p.m. Pursuant to Section 551.071, Consultation with Attorney on Pending Litigation, The Elijah Group, Inc., v. the City of Leon Valley, Civil Action # SA-08-CV0907 OG NN, Lowell Denton of Denton, Navarro, Rocha & Bernal, P.C., and McKamie Krueger, L.L.P., M&C # 12-13-11.
 - B.** The City Council of the City of Leon Valley reconvened into Open Session at 7 p.m. No actions were taken resulting from the Executive Session.
 - 3. Adjourn.** There being no other business to come before the City Council, Mayor Riley adjourned the meeting at 7 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 7:02 p.m. with all the City Council Members in attendance: Hill, Reyna, Baldrige, Dean, and Bieber.

City Staff in attendance: City Manager Longoria, City Attorney Onion, City Secretary Willman, Community and Interim Economic Development Director Flores, Finance Director Wallace, Fire Chief Irwin, Library Director Trent, and Police Chief Wallace. Also in attendance were Code Enforcement Officer Tijerina and Community Development Project Coordinator Carter.

The Pledge of Allegiance was led by Pablo Harline, Boy Scout Troop 700, Church of Jesus Christ of Latter Day Saints in Leon Valley. Mayor Riley introduced Pablo Harline, a seventh grade Boy Scout, working on his Citizenship in the Community badge.

Mayor Riley shared that she received a 'green' Christmas card from Library Director Trent. The Christmas card includes seeds for wildflowers which bloom when planted.

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**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
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She donned a green Santa hat gifted to her by Library Director Trent in honor of the City's sustainability initiatives.

2. Presentation of the Status Report by the Bandera Road Site – Community Advisory Group. (John R. Hoyt, P.G., Edwards Aquifer Authority)

John R. Hoyt, P.G., Edwards Aquifer Authority and Chair of the Bandera Road Site – Community Advisory Group (CAG), presented a status report on the activities of the CAG and activities related to the Bandera Road Superfund Site since the CAG's last annual report in December 2011.

3. 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.

Council Member Hill asked that Agenda Item 5 be pulled from the Consent Agenda for separate consideration.

Motion by Councilman Reyna and second by Council Member Baldrige to approve Consent Agenda Items 4, and 6. Voting Aye: Hill, Reyna, Baldrige, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

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.

4. Consider Approval of the Meeting Minutes of the December 6, 2011 Special and Regular City Council Meetings. Approved the Meeting Minutes of the December 6, 2011 Special and Regular City Council Meetings.

6. Consider Action on M&C # 12-15-11, Appointing Members to the City's Boards, Committees, and Commissions: the Parks Commission. Appointed Mr. Ruben Robledo to the City Park Commission.

5. Consider Action on M&C # 12-14-11 with Attached Ordinance, a Request to Amend the Leon Valley Code of Ordinances Chapter 2 “General Provisions,” Section 2.401 “Official Newspaper” by Designating the Daily Commercial Recorder and the San Antonio Express News as the Official Newspapers to Publish Required Legal

Agenda Item 4

CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 20, 2011

Notices for the City of Leon Valley for Fiscal Year 2012 Pursuant to Local Government Code §52.04. The City Council renewed its designation of the San Antonio Express News and the Daily Commercial Recorder for the City of Leon Valley's required legal notices for the Fiscal Year 2012.

City Secretary Willman briefed the City Council on this agenda item. Council Member Hill asked if publications would continue to be made in the Northwest Weekly. She voiced a concern because some persons don't subscribe to a full weekly newspaper. Some persons only get a weekend paper and some persons pick up a copy of the Northwest Weekly for free at the City Hall newsstand. Council Member Hill wanted to make sure that the City publishes information in as many places for the public to be able to find it as possible.

Staff responded that the City tries to publish everything possible in the Northwest Weekly to ensure that the City reaches its target audience and to conserve resources. The question about the Northwest Weekly arose as it was noted in the presentation that it is not a standalone newspaper but qualifies as a supplement to the *San Antonio Express News* and is delivered with the *San Antonio Express News*.

Motion by Councilman Biever and second by Councilman Reyna to approve the Ordinance Amending the Code of Ordinances to designate the Daily Commercial Recorder and the San Antonio Express News as the official newspapers of the City of Leon Valley for the Fiscal Year 2012. Voting Aye: Hill, Reyna, Baldrige, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

Adopted Ordinance 11-032, "Amend Section 2.401 "Official Newspaper" of the Leon Valley Code of Ordinances Chapter 2, "General Provisions", to Designate *The San Antonio Express News* and the *Daily Commercial Recorder* as "Official Newspapers."

Regular Agenda

- 7. Consider Action on M&C # 12-16-11 with attached Ordinance Amending the Fiscal Year 2012 Budget to Authorize a Match of Funds by the City of Leon Valley in the Amount of \$750 Towards the Historical Preservation and Clean-up of a Farm Shed (Racing Pigeon Coop) Abutting the Historic Huebner-Onion Homestead in the Natural Area as Part of a Matching Contribution by the Leon Valley Historical Society.** The City Council authorized a budget amendment in the amount of \$750 in a direct match of \$750 from the Leon Valley Historical Society for the removal and storage of building materials from a farm shed located onsite at the Natural Area abutting the Historic Huebner-Onion Homestead on Bandera Road.

City Manager Longoria briefed the City Council on this agenda item. Mr. Longoria noted that the City has been working with the Leon Valley Historical Society to affect clean-up of the Natural Area. He addressed the progress of the work to clean-up the site by removing the structure and preserve it as it has some historic value. There was Council discussion regarding clarification of the language used to describe this agenda item.

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**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
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Motion by Councilman Dean and second by Councilman Bieber to remove the descriptive wording "racing pigeon coop" and leave the wording "farm shed" and to approve the \$750 match from the non-taxpayer funds.

Discussion continued regarding the need to clarify the language being used to characterize the structure. Councilman Reyna asked a question about the need to consider the motion as two separate motions. Mr. Onion indicated the City Council should vote to on the amended ordinance language first and then vote on the amended ordinance language.

Voting Aye: Hill, Baldrige, Dean, and Bieber. Voting Nay: Reyna. Mayor Riley announced the motion carried 4 to 1.

Motion by Councilman Dean and second by Councilman Bieber to approve the \$750 direct match to the Leon Valley Historical Society from the special non-taxpayer funds from SAWS for the removal of the farm shed. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Adopted Ordinance 11-033, "Approving Amendments to the Original Budget of the City of Leon Valley, Texas, for the Fiscal Year of 2012."

- 8. Consider Action on M&C # 12-17-11 with Attached Ordinance Authorizing the City Manager to Enter into a Continued Service Agreement with the City of Leon Valley Economic Development Corporation (LVEDC) for Facilities and Support Services. On November 30, 2011, the LVEDC approved continuation of the service agreement by a vote of 5 - 0.** The City Council renewed its service agreement with the City of Leon Valley Economic Development Corporation for facility and support services and authorized the City Manager to execute the documentation.

Community Development and Interim Economic Development Director Flores briefed the City Council on this agenda item. The City Council asked about what is included in staff support services. Ms. Flores shared that staff support includes compiling data, handling phone calls and inquiries, compiling meeting packets, and typing minutes. Clarification was further requested regarding other services included. It was noted that facility use is included. Ms. Flores emphasized that the cost pays for support services rather than a staff person or personnel services to provide support.

Motion by Council Member Baldrige and second by Council Member Hill to approve the ordinance authorizing the City Manager to Enter into a Continued Service Agreement with the City of Leon Valley Economic Development Corporation for Facilities and Support Services. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Adopted Ordinance 11-034, "Approving the Proposed Service Agreement Between the City of Leon Valley and the Leon Valley Economic Development Corporation (LVEDC) for Support Services from the City and Subsequent Reimbursement to the City by the LVEDC."

Discussion Agenda

Agenda Item 4

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
DECEMBER 20, 2011**

9. **Discussion of Ordinance for Future Consideration Amending Chapter 6, Health and Sanitation, to Adopt New Article 6.06, "Property Maintenance Code," and Providing a Penalty of Up to Two Thousand Dollars (\$2,000), M&C # 12-18-11.** The City Council discussed a draft ordinance proposed to amend and strengthen the City of Leon Valley's Code of Ordinances related to property maintenance.

Community Development Director Flores briefed the City Council on this agenda item. Ms. Flores introduced her staff members present who collaborated on the ordinance which originated in Farmers Branch, Texas. Ms. Flores indicated not all of the regulations / standards from Farmers Branch were used to formulate the standards presented to the City Council this evening for study. She further attributed interest in stronger ordinance standards from the community due to run-down and unkempt properties as reported by callers who indicated property value loss to Code Enforcement. Interest was further noted in improving property maintenance standards as City Council Members saw this presentation at the Texas Municipal League Conference in Houston. Flores noted that three subdivisions in the City have additional coverage as part of the applicable homeowner association regulations. Ms. Flores presented a chart indicating other Bexar County cities' standards. Ms. Flores asked for guidance on the language. It was mentioned that this represents an opportunity re-institute Leon Valley NOW (Neighbors on Watch) as well as making an effort to get out more public information materials regarding property maintenance and code enforcement standards.

Council Members asked about numbers of plants in front yards. Ms. Flores indicated that percentage of foliage being alive or dead is the standard. A question was raised whether two code enforcement officers will be sufficient to enforce heightened standards via a property maintenance code. It was noted from the TML presentation that Farmers Branch started out with one code enforcement officer and grew in capacity with the focus determined by need on a ranking basis. A question was raised as to how much more work would be required by the increased standards. Staff responded that more letters would have to be generated and there would have to be additional lien work. It was noted that while the Code Enforcement standards are being enforced, the City's Code does not have all of the basic requirements needed to enforce some property maintenance issues. A request was made to add a standard to remove trash containers or bins back to the side of the house after collection. A suggestion was made that the time to put out bins could be not before 7 p.m. the night before and to allow persons to have the bins collected to the house by 10 p.m. It was decided to bring back language for both setting out bins/containers and re-collecting them following trash removal approximating the standards used by the City of San Antonio.

There was a question about insect screens. If windows can be opened, insect screens will be required. A question was raised about broken windows. It was noted that broken items are addressed in the Code already. There was a question about whether the City can enforce this upon everyone without having a constitutional challenge. Assistant City Attorney Frank Onion indicated that notices need to be given to the Community as well as including this information as part of a public education process and having the

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information on the City's website. Consideration may need to be given to a variance and review process for cases of hardship in order to allow people due process. Mr. Onion also indicated that a severability clause needs to be added to the language. There was also needed clarification needed regarding permanent structures erected for front yard parties. Permanent versus temporary structures would have to be defined. It was recommended that a public hearing be held on this kind of a code change. There was a question raised about on street parking which impedes the access of public safety vehicles. A question was raised if there were areas in Farmers Branch where there have been problems with public understanding and enforcement in order to try to avoid similar situations.

Staff noted that the additional proposed standards do not deal with abandoned structures but would address the conditions associated with property abandonment.

Staff indicated that the City of Leon Valley could allow 60 days to allow the community to acclimate to the new standards such as was done in the City of San Antonio. Mention was made of persons living on fixed incomes having difficulty in bringing their homes or structures up to Code standards. There was some discussion regarding different options to help persons living on limited incomes. Community service projects assigned by the Municipal Court, scout projects, church projects, and other entities may be interested in helping to defray the cost of required code upgrades.

Mr. Longoria indicated the staff will make the recommended changes and schedule a series of public hearings to gain citizen input.

- 10. Update on Progress of Town Center Project, M&C # 12-19-11.** City Manager Longoria updated the City Council on the status of the Town Center Project. Mr. Longoria informed the City Council that the appraisals on the property have been completed. The property values are being evaluated by the LVEDC and City staff. The City Council asked if the City Manager would be sending the City Council the information as it becomes available. Mr. Longoria indicated that can be done.
- 11. City Manager's Report. (Longoria)**
 - A.** Informational Issues. City Manager Longoria distributed a briefing statement detailing some of the City staff's major accomplishments in 2011. Mr. Longoria noted that the City provides good basic services that the public wants.
 - B.** Update City Council Regarding Library Bucks Program. The City Manager informed the City Council that staff is not prepared to present this item yet. Staff will bring back information when the complete staff work has been done.
 - C.** Monthly Departmental Reports. No questions were asked about the reports.
 - D.** 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) City of Leon Valley Economic Development Corporation (LVEDC) Board Meeting Minutes of October 26, 2011.

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**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
DECEMBER 20, 2011**

(2) City of Leon Valley Economic Development Corporation (LVEDC) Board Meeting Minutes of November 9, 2011.

(3) Leon Valley Tree Advisory Board Meeting Minutes of October 19, 2011.

E. Future Agenda Items.

(1) Consider Appointments to the LVEDC Board, January 2012.

(2) Discuss City New Website, January 2012.

(3) Consider Ordering the May 12, 2012 General Officers Election, January-March 2012.

(4) Presentation of Service Awards to Employees of the City of Leon Valley, January 2012.

(5) Discussion on Ordinance Establishing Library Bucks Program, January 24, 2012.

(6) Purchasing Policy, Contract Renewal Management Policy, and Personal and Professional Services Policy.

(7) Consider Approval of the Comprehensive Annual Financial Report for Fiscal Year 2011, January 24, 2012.

- 12. Citizens to be Heard.** Al Uvietta, 6923 Sunlight Drive, addressed the City Council regarding the Northwest Weekly distribution not being delivered on a regular basis throughout the City. Mr. Uvietta indicated the City Council may want to be aware if is relying on the Northwest Weekly to get the word out about City news.

Mayor Riley thanked Mr. Uvietta for the lovely Christmas card sent to her office. The Mayor indicated she shared the card with the City Council.

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:

01-07-12 Quarterly Walk with the Mayor, Meet at City Hall at 8:30 a.m., for a walk through Seneca III.

01-28-12 Town Hall Meeting, 9 a.m. – 12:30 p.m., Leon Valley Conference Center

02-25-12 23rd Anniversary Earthwise Living Day, 10 a.m. – 2 p.m., Leon Valley Community Center

The City Council went around the dais wishing everyone a Merry Christmas.

Mayor Riley thanked the staff for the employee Christmas luncheon. She noted the employee camaraderie. She reminded those present of the City Council Meeting changes in January to January 10 and 24. She asked for the City Council to consider at its January 10 meeting agenda that the City Council finalizes commitments on who would like to work which agenda item for the Town Hall Meeting. She wished everyone

Agenda Item 4

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
DECEMBER 20, 2011**

a Merry Christmas and Happy New Year. She thanked those present for the honor of serving the City.

Community Development Director Flores introduced Community Development Project Coordinator Christy Carter.

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).

There was no Executive Session held under this agenda item.

- 15. Adjourn.** Motion by Councilman Dean and second by Councilman Biever to adjourn the meeting at 9:07 p.m. There being no other business to come before the City Council, Mayor Riley adjourned the meeting.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

Agenda Item 5

MAYOR AND COUNCIL COMMUNICATION

DATE: January 10, 2012
M&C # 01-04-12

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

Derba Mills

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.

Ms. Derba Mills

www.nitropdf.com

Agenda Item 5

- 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 to 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 the graffiti abatement reporting, 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!
- Commemoration Committee:** If you would like to assist with the planning and staging of the commemoration activities celebrating the City of Leon Valley's 60th Anniversary and the Huebner-Onion Historic Homestead's (150th) Sesquicentennial Anniversary, please check this box. This is an ad-hoc Committee of the City Council.

- 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	Address
Derba Mills	513 Misty Water SA TX 78260
Phone Number	E-mail Address
210.415.5462	
Alternate Phone Number	

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.

Ms. Derba Mills

MAYOR AND COUNCIL COMMUNICATION

DATE: January 10, 2012
M&C # 01-05-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: TO APPOINT A MEMBER TO THE BANDERA ROAD SITE – COMMUNITY ADVISORY GROUP.

PURPOSE

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

Bandera Road Site – Community Advisory Group
Derba Mills

Ms. Annalisa Peace, Executive Director, Greater Edwards Aquifer Alliance (GEAA) advised the Mayor’s Office on December 7, 2011, of the need to resign from representing the GEAA on the Bandera Road Site – Community Advisory Group (CAG) due to business-related time constraints. Ms. Peace recommended as her replacement on the CAG, Ms. Derba Mills, who is the owner of Clothesline Cleaners. Ms. Mills is very familiar with dry cleaning operations and the chemicals used. Ms. Mills is very interested in serving the City of Leon Valley and the CAG in this capacity. Her application for volunteer service is attached for the City Council’s consideration. As this appointment is an organizational replacement, a resolution is attached for the City Council’s consideration.

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 and community stakeholders whom engage in the decision making process and contribute to the policy making of Leon Valley are spokesmen for the City.

Environmental Stewardship – Citizens and community stakeholders 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.

RECOMMENDATION

That the City Council adopt the attached Resolution appointing Ms. Derba Mills to the Bandera Road Site – Community Advisory Group as the representative of the Greater Edwards Aquifer Authority.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

Agenda Item 6

ATTEST:

Janie Willman, City Secretary

RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS APPOINTING A MEMBER TO THE BANDERA ROAD SITE COMMUNITY ADVISORY GROUP

WHEREAS, the Leon Valley City Council resolved to form a Community Advisory Group (CAG) to be made up of representatives of diverse community interests providing a public forum for community members to present and discuss their needs and concerns related to the Superfund decision-making process and to offer community preferences for site cleanup and remediation to the Environmental Protection Agency.

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

The Bandera Road Site Community Advisory Group shall also include the following representative:

Ms. Derba Mills, representing the Greater Edwards Aquifer Alliance.

PASSED and **APPROVED** this 10th day of January, 2012.

Chris Riley, Mayor

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.
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Ms. Derba Mills

Agenda Item 6

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Ms. Derba Mills

MAYOR AND COUNCIL COMMUNICATION

**DATE: January 10, 2012
M&C: # 01-06-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTINUED LEASE AGREEMENT WITH THE NORTHWEST SENIOR CITIZEN’S CLUB (NWSCC)

PURPOSE

This request is to consider authorizing the City Manager to continue the lease agreement with the NWSCC under the same terms for a two (2) year period beginning January 11, 2012 and ending on December 31, 2013.

Historically, the City has waived the \$200 monthly rental fee. The Senior’s pay \$87 per month for cleaning services and will continued to do so if the City Manager is authorized to renew the agreement.

FISCAL IMPACT

\$87 per month cleaning cost - \$1,044 annually
\$200 per month rental fee - WAIVED

RECOMMENDATION

Approval of the request is recommended.

S.E.E IMPACT

Social Equity – provides support and services to the elderly community in the City.
Environmental Stewardship – the facilities are safe and clean and the grounds are maintained with sustainable materials and supplies.
Economic Development – the continued support of the Senior’s could attract developer’s interested in retirement cottages and homes further spurring Leon Valley’s economy.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary

Agenda Item 7 - Agreement

STATE OF TEXAS {}
COUNTY OF BEXAR {}

**OFFICIAL RULES, REGULATIONS & LEASE AGREEMENT
Of the
CITY OF LEON VALLEY
COMMUNITY CENTER
6427 Evers Road**

This Lease Agreement, made and entered into this ____ day of _____, by and between the **CITY OF LEON VALLEY**, a municipal corporation in Bexar County, Texas (**LESSOR** and **NORTHWEST SENIOR CITIZEN'S CLUB** (**LESSEE**).

PREMISES: For and in consideration of rental fees to be paid and the covenants to be performed by LESSEE hereunder, LESSOR hereby leases in its present condition, the Leon Valley Community Center, upon the following terms and conditions:

HOURS OF OPERATION: The hours of rental for said premises unless otherwise agreed to in writing and signed by the parties hereto, shall be as follows: **Monday, Tuesday, Thursday, and Friday: 9:00 a.m. to 2:00 p.m., and Wednesday: 9:00 a.m. to 3:00 p.m.** for the duration of the term of the lease as shown below, with the following exception:

The day before any City Sponsored event that necessitates use of the entire premises, as determined by City, LESSEE shall not have use of the facilities. LESSEE shall be given notice within a reasonable time once such event is scheduled.

The LEASEE is authorized to use the center one weekend day per calendar year at no charge for rent and security, subject to availability. LESSEE may select the date at the time of contract renewal.

USE OF BUILDING: During the term of this lease the building is to be used by Lessee for the purpose of Northwest Senior Citizen's Club activities and for no other reason without written consent from the City of Leon Valley.

ESTIMATED ATTENDANCE: 25 – 300
WILL ALCOHOLIC BEVERAGES BE SERVED? NO **SOLD?** NO

TERM OF LEASE:

Commencing Date: January 11, 2012
Renewal Date: December 31, 2013

SPECIAL TERM CONDITIONS: City continues the process of facility maintenance, renovation, and/or improvements. Should the City undertake same during the term of this lease, Lessee shall be notified at least thirty (30) days in advance. City will attempt to accommodate Lessee during any such time period; however, cancellation may become necessary. If this lease is terminated for this reason, City will honor the terms of this agreement for an equivalent time to the remaining option, once such maintenance, renovation and/or improvements are completed.

SPECIAL, AFTER HOUR, OR WEEKEND EVENTS: A separate contract shall be entered into for any other Special, After Hour or Weekend Events **other than stated above.**

RENTAL: Due to the lessee's status as a Senior Citizens' Organization, and the specific agreement by Lessee that City shall retain the right use a portion of the facility concurrently with any scheduled lease time hereunder, on a non-interference basis, there will be no weekly rental fees charged.

Agenda Item 7 - Agreement

RELIGIOUS USE: The City of Leon Valley maintains a position of neutrality on religious functions. The City will neither promote nor inhibit religious activities within the City. Rental or use of the Leon Valley Community Center by all religious groups will be limited only in that the City shall not allow religious services or ceremonies upon the premises.

CLEANING FEE: A fee of eighty-seven dollars (\$87.00) per month will be assessed for senior citizen daily activities. This is a special rate granted to LESSEE with the intention that City staff will conduct the cleaning and arrange for contractor breakdown. In order for this fee to be applicable, LESSEE must be completely out of the building by the **daily** end of the lease term, otherwise, clean-up fees shall be charged in accordance with the standard City contract covering the Center at that time.

SET-UP/BREAKDOWN: City staff will provide set-up and arrange for contractor breakdown. The lessee is responsible for storing all tables and chairs after daily activities.

KEYS: LESSEE may pick up a single set of keys on scheduled days, no earlier than 8:30 a.m. and to be returned no later than 2:30 p.m. Monday through Friday (3:30 p.m. on Wednesdays). Failure to return keys will, on the first occasion; result in the charging of a \$5.00 administrative fee .

COMPLIANCE WITH LAWS: LESSEE agrees to comply promptly with all laws, rules and regulations of Federal and State government and applicable ordinances and policies of the City of Leon Valley, and its departments applicable to the premises herein leased. LESSEE will not do, nor suffer or cause to be done any violations of such rules, regulations or ordinances. If LESSEE is in violation of any of such, LESSEE will immediately correct such violations.

ALCOHOLIC BEVERAGES: LESSEE shall not serve or sell any alcoholic beverages without prior written consent from the City. If alcoholic beverages are sold, a current liquor license is required. Leon Valley off-duty police officers will be required during the time alcoholic beverages are served or sold. No alcohol may be served during decorating and preparation time. Failure to comply with this provision will result in immediate termination of your event. No fee refunds will be made.

DISTURBANCES: LESSEE agrees that the use of said leased premises shall be in such a manner as not to create any nuisance nor interfere with, annoy, or disturb any persons living nearby.

SUBLETTING: LESSEE shall not assign, sublet or pledge this lease or any part thereof. LESSEE shall not make any alterations to the premises without LESSOR'S written consent.

LESSOR'S RIGHT OF ENTRY: The City of Leon Valley or its representatives does not relinquish the right to enter and inspect the leased premises at anytime on any occasion for the purpose of ascertaining the condition of the premises, nor does it relinquish the right to control the management and operation of the Community Center.

FIRE, DISASTER, OR UNFORESEEN CIRCUMSTANCE: In the event said building or any part thereof is damaged or destroyed by fire or any other cause, or if any other casualty or unforeseen occurrence shall render the fulfillment of this AGREEMENT impossible by the City, the City of Leon Valley shall not be liable ore responsible to LESSEE for any damages caused. LESSEE shall be refunded the unused portion of payments made to the City.

SMOKING IS PROHIBITED IN THE CENTER AT ALL TIMES.

NO DEFACEMENT OF BUILDING OR ITS PROPERTY: LESSEE shall not, or permit its guests, to injure, mar, nail, or make alterations of any kind or in any manner deface said building or its property. LESSEE shall be responsible to ensure no objects shall be placed or dropped in drains, restroom facilities or any part of the sewer system, which will require maintenance and repairs. All equipment is the property of the City and it is strictly prohibited to assemble, disassemble, move or rearrange any fixture or equipment (except tables and chairs). It is prohibited to drive any vehicle or park vehicles on patio entrance or inside building.

ANTI-DISCRIMINATION: It is understood that the premises are owned by the City and any discrimination by LESSEE, its agents or employees on account of race, sex, color, religion or natural origin in the use of or admission to the premises is prohibited.

Agenda Item 7 - Agreement

REMOVAL OF LESSEE’S PROPERTY: LESSEE agrees to remove all its exhibits, goods, wares, merchandise, furnishings, and property of any kind and all descriptions which may be occupying said building, with the sole exception of those items regularly kept in the following areas of the Community Center: kitchen – 1 drawer and 1 cupboard, hallway storage closet, and the utility room excluding red-marked area, and do not exceed the space limitations of same. Otherwise the City is authorized to remove such property of all descriptions and store at LESSEE’s expense after the lease has expired. The City will not be liable for any damages or loss of such property of all descriptions either by reason of removal or the place to which it may be moved to, and the City is hereby expressly released from any and all claims for damages or loss of whatever kind of nature.

LESSEE’S RESPONSIBILITY: LESSEE hereby assumes full responsibility for the character, acts and conducts of all persons admitted to said premises. LESSEE shall be responsible for informing their guests that children must be supervised at all times inside or outside the building.

OBSTRUCTIONS: LESSEE will not permit any type of obstruction at entrances or exit passages for the purpose of ingress and egress to and from the building.

REPAIRS: LESSEE agrees to take good care of the premises or any portion of said building during the term of the lease. In the event of damage by act of default or negligence of LESSEE, or any person(s) admitted to said premises by LESSEE. LESSEE shall pay the City upon demand any and all necessary fees to restore said premises, equipment or any portion of said building.

DECORATIONS: Decorations will not be taped or attached to wall surfaces in any manner. Nails, staples, hooks or any penetration fasteners are prohibited. Helium filled balloons or other decorations that could damage the ceiling fans are strictly prohibited.

CANCELLATION BY LESSOR: The City reserves the right to terminate this agreement without cost by giving the LESSEE notice in writing of at least thirty (30) days. The LESSEE agrees to provide the CITY notice in writing at least thirty (30) days prior to the cancellation of the agreement.

CANCELLATION: Notification covers both LESSEE and LESSOR to reflect both.

ATTORNEY’S FEES: Should the City be required to file suit to collect any amount owed, to enforce or defend, all or any of LESSOR’S rights or remedies hereunder, LESSEE agrees to pay any reasonable attorney’s fees.

HEADINGS: The paragraph headings contained herein are for convenience in reference and are not intended to define, extend or limit any provisions of this Lease Agreement.

Witness our signatures this _____ day of _____, 20_____.

LESSEE: _____
Print Name

LESSOR: CITY OF LEON VALLEY

Signature

By: _____

ADDRESS: _____

STATE/ZIP: _____

PHONE NO: HM _____

CELL _____



Agenda Item 7 Presentation

City of Leon Valley City Council

Agreement with the Northwest Senior
Citizen's Club for use of the
Community Center

January 10, 2012



Agenda Item 7 Presentation

Purpose

- Continue the City's agreement with Northwest Senior Citizen's Club (NWSCC) for use of the Community Center on weekdays
- If continued the term would be for a period of two years, from January 11, 2012 to December 31, 2013



Agenda Item 7 Presentation

Purpose

- Current agreement requires the Club to pay:
 - monthly fee of \$87 for cleaning
 - rental fees are waived (\$200)



Agenda Item 7 Presentation

Fiscal Impact

- Rental fees \$200
- Cleaning Fees \$87



Agenda Item 7 Presentation

Recommendation

- Approve the continued agreement with the Senior's



Agenda Item 7 Presentation

City of Leon Valley City Council

Agreement with the Northwest Senior
Citizen's Club for use of the
Community Center

January 10, 2012

Agenda Item 8

MAYOR AND COUNCIL COMMUNICATION

DATE: January 10, 2012
M&C # 01-07-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: DISCUSS AND CONSIDER DETAILS RELATED TO THE UPCOMING TOWN HALL MEETING SET FOR SATURDAY, JANUARY 28, 2012.

PURPOSE

To allow the City Council to determine any additional topics as Council Members may deem necessary to be added to the draft agenda for the Town Hall Meeting set for January 28, 2012.

Topics proposed for inclusion in the draft agenda:

Capital Improvements Projects

Beautification of Bandera Road and Poss Road

Economic Development

- Planning & Strategy
 - Town Center
 - Fiesta Dodge
 - Layout process for developing Economic Development Plan
- Transportation Issues
- Other Infrastructure Issues
 - Drainage / Hike & Bike Trails
- Other Ideas

RECOMMENDATION

That the City Council determine any additional topics as Council Members may deem necessary to be added to the draft agenda for the proposed Town Hall Meeting of January 28, 2012.

S.E.E IMPACT

Social Equity – Establishing and maintaining a community dialogue with the resident and business stakeholders will promote and demonstrate a superior quality of life through the continued consideration of providing outstanding public safety services, high quality educational, recreational, historical, and cultural amenities and superb infrastructure. Hosting an annual Town Hall Meeting is the City Council's commitment to encouraging collaborative participation by its residents, businesses, and stakeholders.

Economic Development – Part of the ongoing planning that arises out of the community dialogue is how to encourage and provide a diverse and versatile business environment that supports a healthy economy.

Environmental Stewardship – Healthy, sustainable, and viable cities plan for their future growth including a clear demonstration and commitment to environmental stewardship as part of its annual review and community dialogue in a Town Hall Meeting.

Agenda Item 8

FISCAL IMPACT

Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary



Agenda Item 9A(1)

BEXAR APPRAISAL DISTRICT

Michael A. Amezquita
Chief Appraiser

411 N. Frio, P.O. Box 830248
San Antonio, TX 78283-0248
Phone (210) 224-8511
Fax (210) 242-2451

BOARD OF DIRECTORS

DAVID CARPENTER
Chairman
KEITH HUGHEY
Vice-Chairman
TOMAS URESTI
Secretary

JAMES MARTIN
SYLVIA S. ROMO, CPA, RTA

December 22, 2011

VIA CERTIFIED MAILER
7004 1160 0005 6426 4965
The Honorable Chris Riley, Mayor
City of Leon Valley
6400 El Verde Rd.
San Antonio, TX 78238

RE: Results of Election of Bexar Appraisal District Board of Directors for 2012-2013

The Honorable Mayor Riley:

Voting resolutions and ballots were required to be submitted before December 15, 2011 and have since been tallied. Thank you to those taxing units that casted their votes for the directors of the Bexar Appraisal District for the 2012-2013 terms.

As required by Section 6.03(k), Texas Property Tax Code, the Chief Appraiser has counted the votes and declared the five candidates who received the largest cumulative vote totals elected. Enclosed are the voting results.

The 2012-2013 members of the Bexar Appraisal District Board of Directors are Ms. Cheri Byrom (*Nominated by Southwest ISD, East Central ISD, Edgewood ISD*), Mr. Keith Hughey (*Nominated by North East ISD, East Central ISD*), Mr. Jim Martin (*Nominated by Northside ISD*), Commissioner Sergio "Chico" Rodriguez (*Nominated by Bexar County*) and Mr. Tomas Uresti (*Nominated by Harlandale ISD, San Antonio ISD, City of San Antonio*).

If you have any questions regarding these results, please contact me or my Executive Assistant, Jennifer Rodriguez, at (210) 242-2406.

Sincerely,

Michael A. Amezquita

Enclosures

CC Via Regular Mail w/Enclosures: Mr. Manuel Longoria, City Manager

Agenda Item 9A(1)



2012 - 2013 Bexar Appraisal District Board of Directors Votes

	Cheri Byrom	Withdrawn - David Carpenter	Lamar B. Gillian Jr	Keith Hughey	Juan Antonio Jasso	Jose Macias	Jim Martin	Sergio "Chico" Rodriguez	Michele Bunting Ross	Leo Salas	Rick A. Schroder	Tomas Uresti
City of Alamo Heights								12				
Alamo Heights I.S.D.	143											
City of Balcones Heights			3									
Bexar County								715				
Boerne I.S.D.	36											
City of Castle Hills		3	3									
Comal I.S.D.							49					
City of Converse												10
East Central I.S.D.	62											
Edgewood I.S.D.	32											
Fair Oaks Ranch	4											
Harlandale I.S.D.												47
City of Helotes											7	
City of Hill Country Village												
Town of Hollywood Park											5	
Judson I.S.D.	221											
City of Kirby												
City of Leon Valley							9					
City of Live Oak									9			
Medina Valley I.S.D.							7					
North East I.S.D.	130			834								
Northside I.S.D.	264						834					
City of Olmos Park												
City of San Antonio		718										287
San Antonio I.S.D.												381
City of Schertz		1										
S.C.U.C. I.S.D.	10											
City of Selma		3										
City of Shavano Park									6			
City of Somerset					1							
Somerset I.S.D.												
South San Antonio I.S.D.												
Southside I.S.D.					18							
Southwest I.S.D.	45											
City of St. Hedwig				1								
City of Terrell Hills											11	
City of Universal City											14	
City of Windcrest												
Totals	947	725	6	835	19	0	899	727	15	0	37	725

Agenda Item 9B(1)

Earthwise Living Committee Meeting City of Leon Valley

Date: Tuesday, November 8, 2011
Time: 6:00 PM
Location: Leon Valley Public Works, 6427 Evers, Leon Valley, TX 78238
Staff Liaison: Valerie Siat
Members Present: Thomas Benavides, Jacob Benavides (new member), Rita Burnside, Jean Johnson, Sandra Keller, Andrea Nocito, Chris Riley, and Brenda Sarmiento
Members Absent: Erica Alarez, Mary Key, Tom Kusiak, Gene Marck, Shirley Owen, Susan Price, Marty Tome, and Sharon Wyeth

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

- Meeting called to order at 6:00PM and Quorum was met.

2. Approval of minutes for October 11, 2011 meeting.

- Meeting Minutes from October 11, 2011 were corrected and accepted.

3. Begin contacts for door prizes.

- Mary, Sandra, & Tom will begin door prize drive.
- Mary has introduction letter.
- Jacob will look into Fruit Baskets as a door prize.

4. Determine those to be invited as sponsors, vendors, and begin invitations.

- Valerie provided a list of previous sponsors/booth participants (reviewed in October by committee) to include a new list of sponsors gathered by her and Brenda at the 2nd Annual Green Product Show.
- Valerie will begin sending the invitations to sponsors (November) and booth participants (December).

5. Begin invitations for speakers, entertainment, and Emcee. The following is a list of possibilities for the Emcee, speakers, and entertainment.

- Emcee's -> Eileen Teves or Eliza Sonneland (Rita).
- Speaker -> Gregg Eckhardt who works for SAWS (Rita).
- Speaker -> Rufus Lopez who is owner of 911 Landscaping (Jacob).
- Entertainment -> Boerne Cooking Cottage - demonstration how to make Humus, Almond Milk, etc. (Brenda).
- Entertainment -> Driggers Elementary children dancers (Chris will contact).
- Jazz or Country Band -> Jacob will contact Country Band POC.
- TV Ads -> Ask Randy Beamer to see if he is available to make a TV Ad for the event (Rita).

6. Purchase of twin size sheets from Salvation Army, Thrift stores.

- Twin sheets are needed for the booth tables.
-- Call to members for any old twin sheets no longer needed.

7. Begin the coordination for the Poetry contest: send letters/make flyers to schools announcing the Poetry contest.

- Tom will coordinate with Joyce Trent (Leon Valley Librarian) who runs the Poetry Contest.
- Tom will contact local banks (Wells Fargo, Compass, IBC, etc.) and request sponsorship for the Poetry Contest Prizes (Savings Bonds).

8. Volunteers for Arbor Day/TX Recycles Day Saturday, November 12.

- Event will be from 9:00AM to 12:00PM
- Volunteers to man the EWL Table include Valerie, Brenda, Jean, Rita, Sharon, Brenda, and Chris.
- An Earthwise Recycle bag will be given to anyone who brings in 5 plastic bags.
- Rita provided community outreach on October 28 by supporting a Reusable Bag Campaign sponsored by Wal-Mart and Great Day San Antonio.

Agenda Item 9B(1)

**Earthwise Living Committee Meeting
City of Leon Valley**

9. Lions Roar Article due by November 28th for December release.

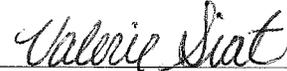
- Valerie provided a copy of Brenda's article in the Lions Roar (Earthwise Living Everyday).
- Valerie provided a copy of the article she wrote on Holiday Tips to be released in December.

10. Adjourn.

- Meeting adjourned at 7:30PM
- Next meeting will be on Tuesday, December 13, 2011 (6:00PM), at Leon Valley Public Works, 6427 Evers, Leon Valley, TX 78238. Note that the meeting location may be changed. Members will be polled via e-mail for final determination.



Chairwomen or Secretary



Staff Liaison