

CITY OF LEON VALLEY



CITY OF LEON VALLEY CITY COUNCIL SPECIAL MEETING

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, August 18, 2014

AGENDA

1. **6:15 P.M.** Call to order, Determine a Quorum is Present.
2. The City Council shall meet in Executive Session under Texas Government Code §551.071 *Consultation with Attorney* to discuss the following:
 - a) Consultation with Attorney Concerning the Jazz Festival Event Options.
3. Reconvene into Regular Session and take action on issues discussed in Executive Session if necessary.

SPECIAL CITY COUNCIL MEETING

4. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
5. **Citizens to Be Heard and Time for Objections to the Consent Agenda.** "Citizens to be heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council, for which the subject was not posted on the agenda of that meeting, the Council may receive the information but cannot act upon it during the meeting. Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the Council. **Citizens must sign the appropriate sign-in sheet by 7:15 p.m.**

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

CONSENT AGENDA

6. Consideration of Ordinance No. 14-018, an ordinance accepting the bid and awarding the FY 2014 street sealcoat project contract to D&A Technology & Development, LLC, and authorizing the City Manager to sign the contract, with an option for an additional year, and change orders up to 25 percent of the bid amount. **M&C 2014-08-18-02 (M. Moritz)**

REGULAR AGENDA

7. Full discussion of the Hike & Bike trail route, including but not limited to conditions of grant, original proposal by City of Leon Valley,, the 2005 and 2008 ordinance establishing the lease and Natural Area trail route and conditions and establishing the Huebner-Onion Natural Area Park; possible alternative routes for the trail, including obtaining expert advise on a Poss Road/Salazar Road option; possible delay of the scheduled construction date, possible town hall meeting to discuss this issue, possible voter consideration of trail route on November 2014 ballot, other alternatives to garner city input and appropriate action on any of the above options. **(Mayor Riley)**
8. Conduct the second of two public hearings and readings, and consider action on a resolution approving the expenditure of LVEDC funds in a grant of \$200,000 to LOQ Bandera Road Holdings, LLC. **M&C # 2014-08-18-03 (C. Mora)**
9. Consideration of Resolution No. 14-019R of the City Council of the City of Leon Valley approving the Leon Valley Economic Development Corporation (LVEDC) project funding of \$200,000 in a grant to LOQ Bandera Road Holdings, LLC for the construction and renovation of 6320 Bandera Road, Leon Valley, TX. **M&C # 2014-08-18-04 (C. Mora)**
10. Presentation of the Proposed Fiscal Year 2014-15 Budget. **M&C # 2014-08-18-05 (M. Longoria)**
11. Presentation of the Leon Valley Economic Development Corporation (LVEDC) Proposed Fiscal Year 2014-15 Budget. **M&C # 2014-08-18-06 (C. Mora)**
12. Consideration of Ordinance No.14-016 amending Appendix A Fee Schedule, Article A11.000 Water and Sewer Fees, Section A11.001 (c) and (d) Residential Sewer Service Rates and Non-Residential Sewer Service Rates; and Section A11.001 (g) Edwards Aquifer Authority fee to cover expenses mandated as pass through fees by the San Antonio Water Systems and the Edwards Aquifer Authority. **M&C # 2014-08-18-07 (M. Moritz)**
13. Consideration adopting a policy concerning the installation of traffic control speed-humps in residential areas. **M&C # 2014-08-18-08 (L. Valdez)**
14. Consideration of Resolution No. 14-020R amending the Council Code of Conduct to allow for approved or rejected items by the City Council through resolution, ordinance or general direction to City staff at a City Council meeting may not be reconsidered or placed upon a Council agenda for further discussion for a period of one (1) year unless a City Council super-majority consisting of four (4) members agree to place the item on the agenda. **M&C # 2014-08-18-09 (Councilman P. Bieber)**
15. Consideration of Resolution No. 14-21R appointing members to the Infrastructure Sub-Committee, Customer Service/Communication Sub-Committee, Policy Sub-Committee and the Economic Development Sub-Committee. **M&C 2014-08-18-10 (S. Passailaigue)**
16. Consideration of policies amending the regulations of boarders, commercial businesses and vehicles in the R-1 Zoning Districts. **M&C # 2014-08-18-11 (K. Flores) City Council may go**

into Executive Session as allowed by LGC § 551.071 Consultation with Attorney to discuss this item if necessary.

17. City Manager's Report

- a. July 5, 2014 Forest Oaks Apartment Fire
- b. Update on traffic improvements on Huebner and Evers Road (DPS)
- c. August 23, 2014 Coffee with the Mayor
- d. September 01, 2014 – Observation of Labor Day City Office Closure
- e. Monthly Departmental Reports
- f. Approved Minutes from Boards, Commissions and Committees

18. Citizens to be Heard

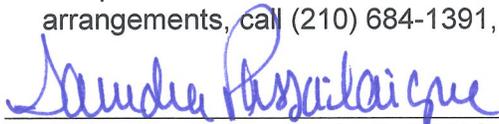
19. Announcements by the Mayor and City Council Members. At this time, reports about items of community interests, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding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

20. Adjournment

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

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

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on August 14, 2014 at 1:20 p.m. and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.



SAUNDRA PASSAILAIGUE, TRMC
City Secretary



MAYOR AND COUNCIL COMMUNICATION

DATE: August 18, 2014 **M&C #2014-08-18-02**

TO: Mayor and City Council

FROM: Melinda Moritz, Director of Public Works

THROUGH: Manuel Longoria Jr., City Manager

SUBJECT: Request to accept the bid and award the contract for the FY 2014 Street Sealcoat Project to D & A Technology & Development and authorize the City Manager to sign the contract, with an option for an additional year, and change orders up to an additional 25 percent of the Bid amount.

PURPOSE

Only one bid was received by the deadline date of 2 p.m., August 12, 2014, and it was from D & A Technology & Development, LLC, and they meet all qualifications.

This agenda item allows the City Council to consider accepting the qualified bidder and award the contract for the FY 2014 Street Sealcoat Project to D & A Technology & Development, LLC, and to authorize the City Manager to sign the contract, with an option for an additional year, and change orders up to an additional 25 percent of the bid amount. A list of the streets to be resurfaced is attached (att. A).

SEE LEON VALLEY

Social – To assist in the tax burden placed upon residents of Leon Valley by having the street maintenance tax support the maintenance of City streets.

Economic – By extending the life of the existing streets, the need to reconstruct is reduced, minimizing the financial impact to the taxpayer.

Environmental – The street sealcoat TRMSS product is made of recycled tires, and also extends the life of the streets, which reduces the impact to our environment.

FISCAL IMPACT

The project was estimated at \$119,235; however, the bid came in at \$106,970.38, for a savings of \$12,264.62.

STRATEGIC GOALS

The action supports the Council’s goal of maintaining City streets.

RECOMMENDATION

Accept the qualified bidder and award the contract for the FY 2014 Street Sealcoat Project to D & A Technology & Development, LLC, and authorize the City Manager to sign the contract, with an option for an additional year, and change orders up to an additional 25 percent of the bid amount.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Saundra Passailaigue, TRMC
City Secretary

Attachment A – Street Resurfacing List

#	Street	Limits	Length (FT)	Width (FT)	SF	SY
1	Linkside	Linkcrest to Linkway	2,160	30	64,800	7,200
2	Linkwood	Linkcrest to Linkway	2800	30	84,000	9333
3	Linkhaven	Eckert to Linkside	320	42	13,440	1493
4	Reindeer Trail	Bandera to city limit	840	42	35,280	3920
5	Sawyer	Bandera to 6700 blk	1120	42	47,040	5227
6	Sawyer	6700 blk to city limit	2880	22	63,360	7040
7	Shadow Mist	Grissom to south end	2640	44	116,160	12,907
8	Hurley	Bandera to Watercress	640	44	28,160	3129
9	Exchange Pkwy	Wurzbach to city limit	280	44	12,320	1369
10	Avedisian	Bandera to city limit	195	30	5,850	650
11	Daughtry	Evers to Loop 410	960	42	40,320	4480
12	Timco East	City limit to Timco West	480	42	20,160	2240
13	Timco West	City limit to Bandera	1160	42	48,720	5413
14	Althea	City limit to Evers	640	20	12,800	1422
15	Hodges	Bandera to Evers	1040	20	20,800	2311
		Total	18,155		613,210	68,134

AN ORDINANCE ACCEPTING THE BID AND AWARDING THE FY 2014 STREET SEALCOAT PROJECT CONTRACT TO D & A TECHNOLOGY & DEVELOPMENT, LLC, AND AUTHORIZING THE CITY MANAGER TO SIGN THE CONTRACT, WITH AN OPTION FOR AN ADDITIONAL YEAR, AND CHANGE ORDERS UP TO 25 PERCENT OF THE BID AMOUNT.

Whereas on September 17, 2013 the City Council of the City of Leon Valley adopted the 2013-2014 fiscal year budget: and

Whereas the street sealcoat project and funding was approved by the City Council during the budget process: and

Whereas the Leon Valley City Council hereby finds and determines that annual street sealcoating and maintenance is in the best interest of its citizens.

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

SECTION I

That the City Council of the City of Leon Valley hereby accepts the bid and awards the contract for the 2014 TRMSS Project to D & A Technology & Development, LLC, and authorizes the City Manager to sign the contract, with an option for an additional year, for the FY 2014 Street Seal Coat project, and change orders up to 25 percent of the bid amount.

**SECTION II
SEVERABILITY**

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

**SECTION III
REPEALER CLAUSE**

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

**SECTION IV
EFFECTIVE DATE**

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

**SECTION V
PROPER NOTICE AND MEETING**

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

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 18th day of August, 2014.

APPROVED

**CHRIS RILEY
MAYOR**

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

CHARLES E. ZECH
City Attorney

Leon Valley City Council

FY 2014 Street Sealcoat Project

August 18, 2014



FY 2014 Street Sealcoat Project

- Request to Accept Bid and Award Contract for the FY 2014) Street Sealcoat Project to D & A Technology & Development, LLC in the amount of \$106,970.38
- Authorize the City Manager to sign a contract, with an option for an additional year, and change orders up to an additional 25 percent of the bid amount.

FY 2014 Street Sealcoat Project

- Bid received on August 12, 2014 from D & A Technology & Development, LLC (only bidder)
- The project was estimated to cost \$119,235; however, the bid came in at \$106,970.38, for a savings of \$12,264.62

FY 2014 Street Sealcoat Project

Results of Bid Opening on May 21, 2013

Company	Bid Amount	Met RFP Qualifications
D & A Technology & Development, LLC	\$106,970.35	Yes

FY 2014 Street Sealcoat Project

#	Street	Limits	Length (FT)	Width (FT)	SF	SY
1	Linkside	Linkcrest to Linkway	2,160	30	64,800	7,200
2	Linkwood	Linkcrest to Linkway	2800	30	84,000	9333
3	Linkhaven	Eckert to Linkside	320	42	13,440	1493
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		Total	18,155		613,210	68,134

Leon Valley City Council

FY 2014 Street Sealcoat Project

August 18, 2013



MAYOR AND COUNCIL COMMUNICATION

DATE: August 18, 2014 **M&C # 2014-08-18-03**

TO: Mayor and City Council

FROM: Claudia Mora, Economic Development Director

SUBJECT: Conduct the second of two public hearings and readings, and consider action on a resolution approving the expenditure of LVEDC funds in a grant of \$200,000 to LOQ Bandera Road Holdings, LLC

PURPOSE

This agenda item is intended to conduct the second of two public hearings and readings of the resolution approving expenditure of LVEDC funding, and to receive comment from Leon Valley citizens regarding the grant of \$200,000 to LOQ Bandera Road Holdings, LLC.

Article IV Functional Corporate Duties and Requirements, Section 4.5 Expenditure of Corporate Money, Subsection (c) of the Bylaws of the City of Leon Valley Economic Development Corporation (LVEDC) requires that expenditures approved by the LVEDC Board of Directors for project funding in excess of \$10,000 have at least two separate readings of the approving City Council resolution and two public hearings.

At the July 23, 2014 meeting, the LVEDC Board of Directors approved the funding of \$200,000 in LVEDC funds to LOQ Bandera Road Holdings, LLC for the construction and renovation of 6320 Bandera Road, part of the former Fiesta Dodge property. A copy of the LVEDC's approving resolution is attached as Attachment A.

If approved by the City Council, the funding will allow LOQ Bandera Road Holdings, LLC to make renovations to the existing facilities on the property. The construction and renovation are part of the plans to develop the property as an entertainment and retail center focused on educating and attracting people of all ages.

The first public hearing and reading was held during the City Council meeting of August 11, 2014.

Staff is working with the LVEDC attorney and representatives of LOQ Bandera Road Holdings, LLC to finalize a performance agreement as required by state statute.

FISCAL IMPACT

The LVEDC grant of \$200,000 will be paid to LOQ Bandera Road Holdings, LLC after the construction and renovation are completed.

RECOMMENDATION

Staff recommends approval.

STRATEGIC GOALS

This item supports the approved Strategic Goals for 2013-2014; specifically:
Goal 1. Align City Resources to meet City Council Objectives/Expectations
Goal 5. Establish Organization Culture to Spur Economic Development

S.E.E. IMPACT

Social – To continue developing a diverse and versatile business environment that will encourage a superior quality of life for residents.

Economic – To provide a diverse and versatile business environment that supports a healthy economy by attracting viable businesses and patrons.

Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Saundra Passailaigue, TRMC
City Secretary

RESOLUTION #2014-0024

A RESOLUTION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) APPROVING THE EXPENDITURE OF LVEDC FUNDS IN A GRANT OF \$200,000 TO BANDERA ROAD HOLDINGS LLC

WHEREAS, the mission of the Leon Valley Economic Development Corporation is to promote businesses within the City or businesses relocating into the City; and

WHEREAS, the mission of the Leon Valley Economic Development Corporation also supports improvements to businesses which will improve sales tax generation and attract other businesses to the City; and

WHEREAS, staff has reviewed the request of Bandera Road Holdings LLC, and recommended approval by the LVEDC Board for the funding of the grant request of \$200,000 for construction and renovation of the existing buildings to bring them up to code and for the use of a prospective tenant; and

WHEREAS, LVEDC Board review of the recommendation and approval of Bandera Road Holdings LLC request for funding of \$200,000 supports and is in accordance with the mission of the LVEDC and City; and

NOW THEREFORE, BE IT RESOLVED that the Leon Valley Economic Development Corporation of the City of Leon Valley, that:

1. The Board approves the expenditure of LVEDC funds of \$200,000 in a grant to Bandera Road Holdings LLC ("Grantee") for construction and renovation of the existing buildings to bring them up to code and for the use of a prospective tenant.
2. The expenditure of funds will be made in one disbursement and in the form of a direct grant reimbursing Grantee for costs for completed work and materials, as approved by the LVEDC Board ("Board"), after the Grantee has submitted photos of and receipts for the completed work and materials;

PASSED AND APPROVED by the Leon Valley Economic Development Corporation this 23rd day of July 2014.

SIGNED:



Stephen Ynostrosa, Board President

ATTEST:



David J. Gannon, Board Secretary

City of Leon Valley

2nd Public Hearing

**Expenditure of \$200,000
in LVEDC Funds for a Grant to
LOQ Bandera Road Holdings, LLC**

Monday, August 18, 2014

2nd Public Hearing

- 1st Public Hearing – August 11, 2014
 - Also, first reading of the resolution approving expenditure of \$200,000 in LVEDC funds
- 2nd Public Hearing – August 18, 2014
 - Second reading of resolution
 - Final approval of resolution

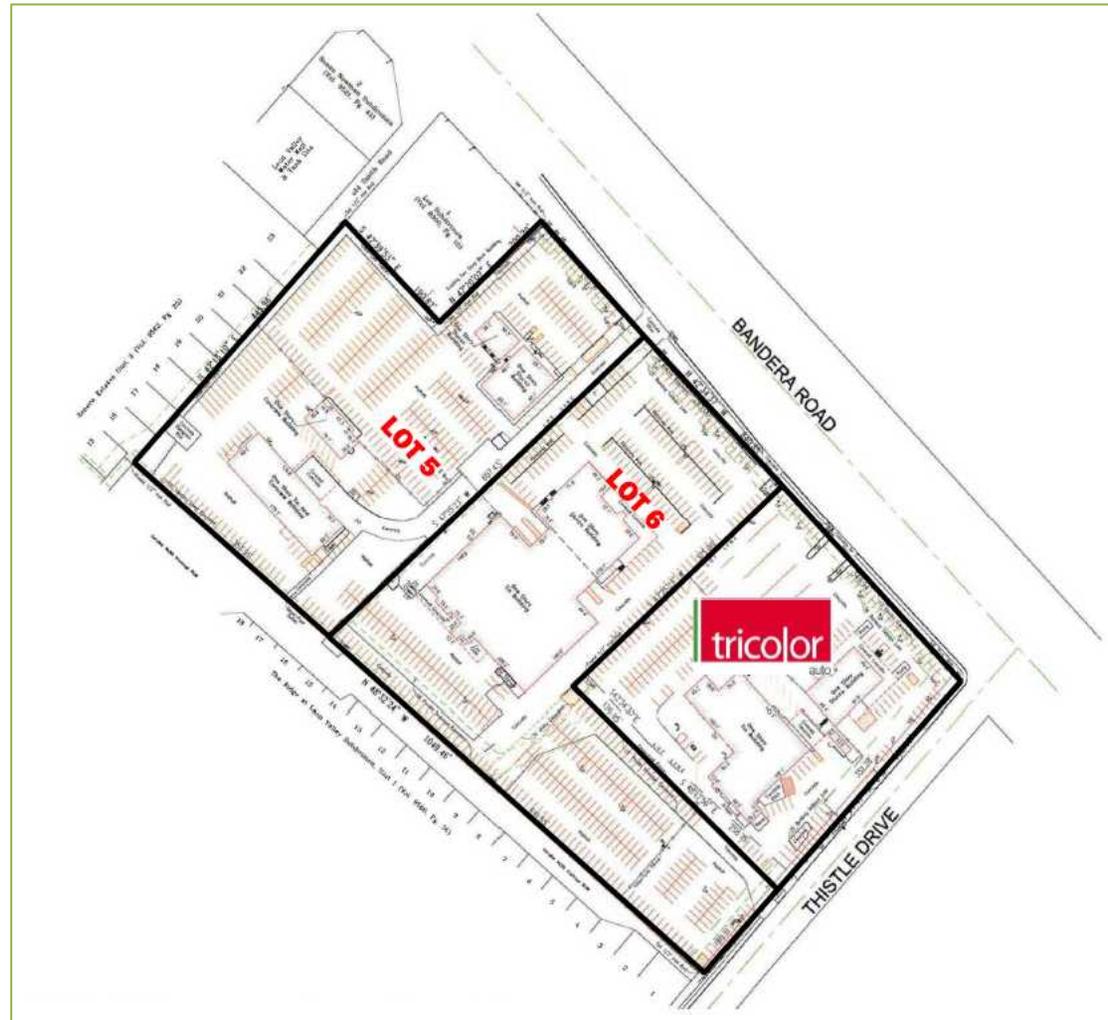
LVEDC Expenditure of \$200,000

- Type B (4B) sales tax receipts may be used for business retention, expansion and attraction along with beautification and improvement of the quality of life for Leon Valley citizens.
- Construction and renovation of existing facilities and the development of property to attract business are allowable activities for funding.

LOQ Bandera Road Holdings, LLC

- Main partners are QMC Quintanilla Management Company owned by Leo and Hector Quintanilla.
- Jones Lang LaSalle (JLL) is a minority partner and leasing agent for the property.
- Fiesta Dodge Property at 6320 Bandera Road
- 5.4182 acres
- Approximately 40,000 square feet

LOQ Bandera Road Holdings, LLC



LOQ Bandera Road Holdings, LLC

- Proposed investment = \$1.6 to 2 M
- Construction, installation, renovation of existing buildings and parking lot
- Tenant – San Antonio Aquarium
- Demolition - Immediately
- Start Construction – September-October
- Target Opening – December 2014

LOQ Bandera Road Holdings, LLC

- Current on property taxes
- One tenant at 6300 Bandera Road
 - TriColor Auto Sales
- Plans for destination retail center to complement proposed aquarium project and area

LVEDC Expenditure of \$200,000

- LVEDC Board of Directors approved funding on July 23, 2014.
- One (1) public hearing was held by the LVEDC.
- Funding will be available in the LVEDC FY2014-2015 Budget, EDC Project Funding line item.

LVEDC Expenditure of \$200,000

- Staff is working with LVEDC attorney and JLL to negotiate a performance agreement as required by statute.
- Included in the agreement are claw back provisions.

LVEDC Expenditure of \$200,000

- LVEDC Bylaws require that expenditures approved by the LVEDC Board of Directors for project funding in excess of \$10,000 have at least two separate public hearings and readings by the City Council.

LVEDC Expenditure of \$200,000

- LVEDC Board of Directors seeks approval of expenditure of \$200,000 in a grant to LOQ Bandera Road Holdings, LLC.

City of Leon Valley

2nd Public Hearing

**Expenditure of \$200,000
in LVEDC Funds for a Grant to
LOQ Bandera Road Holdings, LLC**

Monday, August 18, 2014

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY APPROVING THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) PROJECT FUNDING OF \$200,000 IN A GRANT TO LOQ BANDERA ROAD HOLDINGS, LLC FOR THE CONSTRUCTION AND RENOVATION OF 6320 BANDERA ROAD, LEON VALLEY, TX.

WHEREAS, the City Council is required by Texas State law to approve LVEDC projects in excess of \$10,000; and

WHEREAS, the City Council has established a Type B (formerly 4B) Economic Development Corporation Board, to review project applications and administer the Type B sales tax receipts specifically earmarked for eligible economic development projects as described in the Official ballot language; and

WHEREAS, the LVEDC Board reviewed and approved the project funding July 23, 2014 for the LOQ Bandera Road Holdings, LLC project for a grant in the amount of \$200,000 for construction and renovation to the existing facility at 6320 Bandera Road to establish an aquarium, and generate new sales tax revenue;

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

1. The City Council approves the expenditure of LVEDC funds \$200,000 in a grant to LOQ Bandera Road Holdings, LLC ("Grantee").
2. The expenditure of funds may be made in one or more disbursements and in the form of a direct grant, as approved by the LVEDC Board ("Board"). The Board shall as a condition of the expenditure minimally require a Performance Agreement ("Agreement") setting forth requirements to be determined by the Board. The Agreement shall include claw back provisions. Grantee LOQ Bandera Road Holdings, LLC shall be liable for the performance of the Agreement.
3. All final and fully executed documentation related to the approval of the LVEDC Project Funding of \$200,000 in a grant to LOQ Bandera Road Holdings, LLC, for the purposes herein described and authorized, including but not limited to the Leon Valley Economic Development Resolution, the Performance Agreement, as authorized by the Leon Valley City Council at the requisite first and second public hearings, and the first and second readings of this resolution, at both public hearings, as recommended by the Leon Valley Economic Development Corporation and as finally directed by the Leon Valley City Council.
4. The City Council finds that the Resolution is in the public interest and is necessary for the good governance of the City.
5. If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Resolution. The City Council hereby declares that it would have

passed this Resolution, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared void; and that in lieu of each clause or provision of this Resolution that is invalid, illegal, or unenforceable there be added as a part of the Resolution a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.

6. This Resolution shall be effective upon approval and signature of the Mayor.

PASSED AND APPROVED by the City Council of the City of Leon Valley on the second reading this the 14th day of July, 2014.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
CHARLES E. ZECH
City Attorney

Proposed

MAYOR AND COUNCIL COMMUNICATION

DATE: August 18, 2014

M&C#2014-08-18-10

TO: Mayor and Council

From: Manuel Longoria, Jr., City Manager

SUBJECT: Presentation of Proposed Fiscal Year 2015 Budgets

PURPOSE

The City Manager will formally present his Proposed Fiscal Year 2015 Budget recommendations to the City Council.

- General Fund
- Water and Sewer (Enterprise) Fund
- Grant Fund
- CIED Fund
- Crime Control and Prevention District
- Building Security Fund
- Child Safety Fund
- Municipal Court Technology Fund
- Debt Service Fund
- Community Center Fund
- Street Maintenance Tax Fund
- Capital Project Fund
- Police Forfeiture Fund

S.E.E. IMPACT STATEMENT

Social Equity - The budget serves as the foundation of the City's financial planning and control. It addresses the goals of the City, establishes priorities, determines the level of funding commitment, and serves as a day-to-day operations guide. The City establishes a budget for thirteen separate funds. Activities of the General Fund, Water and Sewer (Enterprise) Fund, Grant Fund, CIED Fund, Crime Control and Prevention District, Building Security Fund, Child Safety Fund, Municipal Court Technology Fund, Debt Service Fund, Community Center Fund, Street Maintenance Fund, Capital Projects Fund and Police Forfeiture are included in the annual budget.

Economic Development - Utilizing taxpayer monies to maximize public safety, City administration and City programs/services allows the City to actively pursue Economic Development opportunities.

Environmental Stewardship -The City's El Verde by 2020 initiative continues to be supported through careful allocation of budgetary dollars that promotes sustainability.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Saundra Passailaigue, City Secretary

FY 2015 Proposed Budget Overview

City Council Meeting
August 18, 2014

Budget Overview

- City staff worked to compile the proposed budget for FY 2015
 - Proposed budget focused on Strategic Goals adopted by the City Council in June
- The Proposed FY 2015 budget is **balanced** and provides revenue sufficient to meet budgeted expenditures for operations, capital improvements, equipment replacement, and debt service for the next fiscal year

Financial Reserves

- We remain in sound financial condition
 - Overall **Unappropriated** Fund Balance of \$2,792,442
 - \$1,892,442 in the Capital Reserve Fund
 - \$900,000 in the Committed Fund Balance

Overview

- The budget was developed in a very prudent manner that addresses the continued need for fiscal constraint
- It is a basic service budget that concentrates resources on the day-to-day services of the City such as police, fire and public works
- Increase in spending - due to inflationary adjustments to line items and increase in personnel expenses

Overview

Continued

- Overall General Fund Revenues **\$7,835,059**
 - An increase of \$360,862 over FY 2014
- Expenditures **\$7,811,101**
 - An increase of \$226,979 over FY 2014

Overview

Continued

- We are recommending a tax rate of
 - \$0.575507 cent per \$100 of valuation for FY 2015
- Current rate = \$0.582915
- The tax components are as follows
 - \$0.476752 for Maintenance and Operations (no change from FY 2014)
 - \$0.098755 for Interest and Sinking Fund Debt Service
- This is a decrease of \$0.007408 for Debt Service

Overview

Continued

The following chart illustrates the City of Leon Valley certified property tax roll (valuations) as determined by the Bexar County Appraisal District (BCAD) and a comparison to FY 2014

	FY 15 Proposed	FY 14 Adopted	Change	Monetary Change
Freeze Adjusted Taxable Value	\$ 613,682,498	\$ 597,669,962	2.68%	\$ 16,012,536
Freeze Taxable Value	\$ 76,344,658	\$ 72,516,020	5.28%	\$ 3,828,638
Total Taxable Value	\$ 690,027,156	\$ 670,185,808	2.96%	\$ 19,841,348
Total Property Tax Revenue	\$ 3,971,155	\$ 3,906,614	2.96%	\$ 64,541
Tax Rate	\$ 0.575507	\$ 0.582915	\$ (0.007408)	N/A

Revenue Highlights

- The General Fund proposed FY 2015 revenues are budgeted at \$7,835,059
 - An increase of \$360,862 over FY 2014
- Sales Tax revenue is budgeted at \$2,095,190
 - An increase of 10% over FY 2013 actual revenue of \$1,904,719
- Franchise fees are budgeted at \$840,098
 - An increase of \$132,917 over FY 2014 budget
 - The increase is mainly attributable to the increase in the CPS Franchise fee recently negotiated as a part of the twenty-year (20) franchise agreement

Revenue Highlights

Continued

- On November 5, 2013, the voters approved a 1/8 percent local sales and use tax to support a Crime Control and Prevention District
- The Crime Control and Prevention District is a special purpose district created for the purpose of improving crime prevention
- Revenue for FY 2015 is budgeted at \$261,866

Revenue Highlights

Continued

- The Water and Sewer Fund revenues for FY 2015 are budgeted at \$3,582,169
 - This is an increase of \$324,569 from FY 2014
 - The increase is attributable to pass through fees mandated by the San Antonio Water System (SAWS) and a mandated increase in the Edwards Aquifer Authority fee (EAA)

Expenditure Highlights

- Funds for a new police officer are included in the newly created Crime Control and Prevention District
- \$94,000 is budgeted for police and fire furnishings for the new facility
- Funding in the amount of \$16,000 is budgeted to implement our public safety departments migration to 800MHz dispatch
 - This project will improve the City's interoperability with our mutual aid partners

Expenditure Highlights

Continued

- Funds a new basketball court at the Silo Park located on Huebner Road at a cost of \$20,000
- \$20,000 is included for installation of sidewalks in the City
- \$40,000 for the pool management contract
 - This will allow the City pool to operate for the summer 2015 swim season

Expenditure Highlights

Continued

- Funding in the amount of \$300,000 is included in the Street Maintenance Tax Fund for design fees associated with the Evers Road reconstruction project
- \$35,000 to support Leon Valley Festival activities
- \$30,000 for relocation of administration staff during the final phase of construction
- \$20,000 is funded to purchase new books for the Library

Expenditure Highlights

Continued

- The Grant, Building Security, Child Safety, Municipal Court Technology, Debt Service and Police Forfeiture Funds proposed budgets total \$927,758
- The CPS CIED Fund budget is \$2,069,016
- The Community Center Fund proposed budget totals \$171,063, a decrease of \$37,537 from FY 2014

Expenditure Highlights

Continued

- The Street Maintenance Tax Fund proposed budget totals \$1,393,806
- The newly created Crime Control and Prevention District proposed budget totals \$180,653

Employee Compensation

- Includes funding for the Salary Market Compensation Study
 - Approximately 33 employees will get a pay adjustment in order to raise their salaries to market levels
 - Approximately 73 employees who have salaries at market will receive on average a 3% pay adjustment
- All employees will receive a 1% Cost of Living Adjustment (COLA)

Employee Compensation

Continued

- Funds the continuation of the longevity pay system
 - Under this program, employees receive \$4 per month for each year of service to the City
- Includes funding for an annual increase of \$200 for police and fire uniform allowance
- Includes funding for the Texas Municipal Retirement System (TMRS) contribution rate
 - The rate will decrease as of January 1, 2015 from 16.56% to 15.88%

Employee Compensation

Continued

- Includes funding for the City's Medical Insurance Program which includes medical, dental, vision and life insurance coverage
 - The City provides coverage to the employee at no cost
 - Dependent insurance cost is paid by the employee

Next Steps

- August 23, 2014
 - Budget Presentation-Coffee with Mayor and City Council
- September 2, 2014
 - First Public Hearing on proposed Tax Rate
 - Budget Work Session to discuss Departmental Budgets

Next Steps

- September 8, 2014
 - Second Public Hearing on proposed Tax Rate
 - Budget Work Session to discuss Departmental Budgets
- September 22, 2014
 - Public Hearing and formal adoption of the proposed FY 2015 Budget
 - Formal adoption of the Tax Rate

FY 2015 Proposed Budget Overview

City Council Meeting
August 18, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: August 18, 2014

M&C # 2014-08-18-06

TO: Mayor and City Council

FROM: Claudia Mora, Economic Development Director

SUBJECT: Presentation of the City of Leon Valley Economic Development Corporation (LVEDC) Proposed Fiscal Year 2014-2015 Budget

PURPOSE

The purpose of this M&C is to present the proposed LVEDC Fiscal Year 2014-2015 Budget, as approved by the LVEDC Board of Directors at their meeting of August 5, 2014.

FISCAL IMPACT

The LVEDC Fiscal Year 2014-2015 Budget was developed by using an average of the previous four years' sales tax revenue generated by the 1/8 of one-cent. The Board added an additional \$20,000 citing previous years' and current year's trend of increasing sales tax revenues. In addition, \$200,000 was added to the proposed budget for a grant to LOQ Bandera Road Holdings, LLC, approved by the Board at their meeting of July 23, 2014. The total proposed LVEDC Fiscal Year 2014-2015 Budget is \$440,000.

RECOMMENDATION

Staff recommends approval.

STRATEGIC GOALS

This item supports the approved Strategic Goals for 2013-2014; specifically:

Goal 1. Align City Resources to meet City Council Objectives/Expectations

Goal 5. Establish Organizational Culture to Spur Economic Development

S.E.E. IMPACT

Social – N/A

Economic – To provide a diverse and versatile business environment that supports a healthy economy by engaging in open dialogue on issues and matters which affect the conduct of economic development in Leon Valley.

Environmental – N/A

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Saundra Passailaigue, TRMC
City Secretary



Leon Valley Economic Development Corporation (LVEDC)

Proposed FY 2014 – 2015 Budget

August 18, 2014

Budget Highlights

- Contractual Services = \$45,417 (estimate)
 - Increase of \$3,003 over previous FY
 - Services Agreement with COLV = \$45, 417
 - Base Salary = \$30,443
 - FICA = \$2,337
 - Retirement = \$5,562
 - Health = \$6,176
 - EAP = \$200
 - Cafeteria Plan = \$200
 - W/C = \$200
 - Liability = \$200
 - Longevity = \$100

Budget Highlights

- Printing = \$500
 - \$300 increase over previous FY
- Advertising = \$24,000
 - 10% of proposed budget amount of \$240,000
- Travel = \$15,000
- EDC Project Funding = \$303,308
 - \$213,142 increase over previous FY
 - \$200,000 grant to LOQ Bandera Road Holdings, LLC

FY 2014 - 2015 Budget

- Based on steady annual increase in sales tax revenue, Board recommended increasing proposed budget to \$240,000.
- On July 23, 2014, Board approved a \$200,000 grant to LOQ Bandera Road Holdings, LLC for construction and renovation improvements to 6320 Bandera Road for the San Antonio Aquarium Project.



Proposed FY 2014-2015 Budget

DEPARTMENTAL EXPENDITURES	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ACTUAL	2012-2013 ACTUAL	2013-2014 ADOPTED	2013-2014 ADJUSTED	2014-2015 PROPOSED
SUPPLIES								
5100-520.01 Office Supplies	-	127	9	61	-			300
5100-520.02 Operating Supplies	-	-	45	106	-			0
5100-520.04 Miscellaneous Supplies	-	-	-	-	-			200
TOTAL SUPPLIES	-	127	54	167	-			
CONTRACTUAL SERVICES								
5100-530.01 Professional Services	1,000	42,194	34,649	72,695	40,000	50,000	50,000	50,000
5100-530.02 Contractual Services	6,136	18,239	28,514	38,369	41,153	42,414	42,414	45,417
5100-530.03 Telephone	-	-	-	-	-	-	-	-
5100-530.04 Utilities - Gas, Water, Electricity	-	-	-	-	-	-	-	-
5100-530.05 Printing	-	-	36	-	-	200	200	500
5100-530.06 Advertising	-	383	1,466	273	-	10,258	22,092	24,000
5100-530.08 Equipment Rental	-	-	1,749	1,406	-	-	-	-
5100-530.09 Travel	2,400	350	525	1,946	10,000	15,000	15,000	15,000
5100-530.10 Membership	700	700	-	650	700	1,050	1,050	1,275
5100-530.15 EDC Project Funding	-	7,568	50,927	-	108,147	102,000	90,166	303,308
TOTAL CONTRACTUAL SERVICES	10,236	69,434	117,866	115,339	200,000	220,922	220,922	440,000
TOTAL BUDGET		69,561	117,920	115,506	200,000	220,922	220,922	440,000



FY 2014 - 2015 Budget Schedule

- August 5 - LVEDC Board Adopted FY 2014 - 2015 Budget
- August 18 – Presentation of Budget to City Council
- September 22 – City Council Adoption of Budget



Leon Valley Economic Development Corporation (LVEDC)

Proposed FY 2014 – 2015 Budget

August 18, 2014

MAYOR AND COUNCIL COMMUNICATION**DATE:** August 18, 2014**M&C # 2014-08-18-07****TO:** Mayor and Council**FROM:** Melinda Moritz, Public Works Director**THROUGH:** Manuel Longoria, Jr., City Manager

SUBJECT: Consider action on attached ordinance, amending Appendix A Fee Schedule, Article A11.000 water and sewer fees, Section A11.001 (c) and (d) residential sewer service rates and nonresidential sewer service rates, and Section A11.001 (g) Edwards Aquifer Authority fee, and providing a conflicts provision, a request to approve water and sanitary sewer rate increases to accommodate an increase in the San Antonio Water System (SAWS) sanitary sewer fees and Edwards Aquifer Authority (EAA) fees.

PURPOSE

To propose an increase in rates charged for water and sanitary sewer usage. Leon Valley provides sanitary sewer transportation for the entire City and water service for approximately 2/3 of the City. Presently there are about 3,000 sewer connections and 2,500 water connections. The proposed increases are due to the increase in the San Antonio Water System (SAWS) sewer rate and an increase in the Edwards Aquifer Authority fee.

SAWS Sewer Fee

The City maintains 37 miles of sanitary sewer mains and customer laterals. This system distributes into the SAWS sewer system, therefore we pay SAWS an annual sewer surcharge of approximately \$1.1M. SAWS staff has notified us that the sewer surcharge will increase 6%. A 6% increase in our billing will cover the costs associated with this increase.

Residential Sewer Service Rates

Amount	Current Rate	Proposed Rate (6% Increase)
0 – 4,488 gallons	\$13.55	\$14.36
Over 4,488 gallons	\$5.27/1,000 gallons	\$5.59/1,000 gallons

Commercial Sewer Service Rates

Amount	Current Rate	Proposed Rate (6% Increase)
0 – 2,224 gallons	\$13.55	\$14.36
Over 2,224 gallons	\$5.27/1,000 gallons	\$5.59/1,000 gallons

Edwards Aquifer Authority Management Fee

The EAA completed a four year scientific study, required by the U.S. Fish and Wildlife Department, to implement measures to protect the San Marcos and New Braunfels springs, and the Edwards Aquifer. This study developed a Habitat Conservation Plan intended to resolve the longstanding conflict between the federal mandate to protect threatened and endangered species associated with the Edwards Aquifer and the region's dependence on the same aquifer as its primary water resource. The costs associated with implementing the HCP are estimated to be \$20 million, therefore the EAA's management fees have increased.

In March of 2013, the EAA fee was increased by \$39 per acre foot. The total EAA fees are now at \$84 per acre foot (\$194,000 per year) and the City is authorized to pump 2,307.42 acre feet. In order to cover this increase, the City will need to raise the current fee of \$0.36 per 1000 gallons to \$0.62 per 1000 gallons. The City will apply the additional pass through user fees to the annual EAA management fees.

Current	Proposed Increase
\$.36 / 1,000 gallons	\$.62 / 1,000

FISCAL IMPACT

The EAA Management Fee and SAWS Sewer Fee are pass through fees, and there is no fiscal impact to the City; however, the customer will be impacted. The average water and sewer bills will increase by 6% for sewer and by 73% for EAA fees.

RECOMMENDATION

Approve the Ordinance. Staff has budgeted for a water and sewer rate study, to be completed during the next fiscal year. The study will take into account existing rates, as well as capital projects necessary to address aging infrastructure. At the completion of this report, staff will bring forward their recommendations to the City Council.

S.E.E. Impact Statement

Social Equity – The City of Leon Valley will promote a superior quality of life to all citizens and businesses by providing a superior water system ensuring the delivery of safe, potable water, in sufficient quantity at equitable pricing to ensure the continued maintenance and operations of the City of Leon Valley’s Water and Sanitary Sewer System.

Economic Development – Cities which ensure a superior quality of life to its citizens and businesses ensure business attraction and retention, the basis of Economic Development. Key to a superior quality of life is the maintenance and operation of a superior water system.

Environmental Stewardship – The increase in the water fee will fully support the Edwards Aquifer Habitat Conservation Plan mission.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS:

ATTEST:

 Sandra Passailaigue, TRMC
 City Secretary

AMENDING APPENDIX A FEE SCHEDULE ARTICLE A11.000 WATER AND SEWER FEES SECTION A11.001 (c), (d), AND (g), PROVIDING AN EFFECTIVE DATE OF THE FIRST DAY OF THE WATER BILLING CYCLE FOR OCTOBER 2014, WITH PUBLICATION, AS REQUIRED BY LAW, AND PROVIDING A CONFLICTS PROVISION.

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

1. That Section A11.001 "Generally" be amended as follows:

(c) Residential Sewer Service Rates:

(1) Sewer service rates, residential

0 to 4,488 gallons of water minimum charge of \$14.36 per month

Over 4,488 gallons of water \$5.59/1,000 gallons

(2) Methods for adjusting Monthly Residential Sewer Charges

(A) Final Billings: As to all final billings, either the "winter average" monthly sanitary sewer service charge, or the "interim average" monthly sanitary sewer service charge, or the "unmetered residential charge", whichever is in effect at the termination of service for residential customers, will be the basis for final charge at a pro-rated amount of the total charges in excess of the monthly minimum divided by 30 days for each day connected to the system, plus the minimum monthly charge.

(B) New customers who have not established a monthly sanitary service charge within the service area during the preceding six months:

(i) New Customers that move into the service area who have not established a winter average shall be charged the system sewer system average.

(ii) New customers that move into the service area after the first day of a billing period and before the last day of the billing period will be billed for the system winter average volume at a pro-rated amount of the total charges in excess of the monthly minimum divided by 30 days for each day connected to the system, plus the minimum monthly charge.

(d) Non-residential Sewer Service Rates:

0 to 2,244 gallons of water minimum charge of..... \$14.36 per month

Over 2,244 gallons of water.....\$ 5.59/1,000 gallons

(g) Edwards Aquifer Authority Fee – All customers shall be charged the following additional fee based on the meter consumption per month: \$0.62/1,000 gallons.

2. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed to the

extent of the conflict.

3. This ordinance shall become effective upon adoption for the first day of the water billing cycle for September 2014, and with publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 18th day of August, 2014.

Approved

CHRIS RILEY
Mayor

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

CHARLES E. ZECH
City Attorney

Proposed

Enterprise Fund

City of Leon Valley

August 18, 2014

Purpose

- Propose a 6% increase in rates charged for sanitary sewer usage during FY 2015
- Propose a 73% increase in the Edwards Aquifer fee for FY 2015

Purpose

- Leon Valley provides sanitary sewer transportation and treatment services for the entire City and water service for approximately 2/3 of the City
- Approximately 3,000 sewer connections and 2,500 water connections
- The City maintains 37 miles of sanitary sewer mains and customer laterals
- This system distributes into the SAWS sewer system, so we pay SAWS an annual sewer surcharge of approximately \$1.1M

Purpose

- SAWS staff has notified Leon Valley that the sewer surcharge will increase by 6%
- A 6% increase will cover the costs associated with this increase next fiscal year
- City will apply the additional revenue to our annual SAWS surcharge

Purpose

- EAA completed a four year scientific study, required by the U.S. Fish and Wildlife Department, for ultimate protection of the San Marcos and New Braunfels springs, and the Edwards Aquifer
- Developed a Habitat Conservation Plan from the study to resolve the conflict between the federal mandate to protect threatened and endangered species associated with the Edwards Aquifer and the region's dependence on the same aquifer as its primary water resource
- Costs associated with implementing the HCP are estimated to be \$20 million, therefore the EAA's management fees have increased.

Purpose

- In March of 2013, the EAA fee was increased by \$39 per acre foot
- Total EAA fees are currently \$84 per acre foot (\$194,000 per year) and the City is authorized to pump 2,307.42 acre feet
- To cover this increase, the City will need to raise the current fee of \$.36 per 1000 gallons to \$.62 per 1000 gallons
- City will apply the user fees to the annual EAA management fees

Fiscal Impact

- None to City – these are pass through fees

Residential Sewer Service Rates

Amount	Current Rate	Proposed Rate (6% Increase)
0 – 4,488 gallons	\$13.55	\$14.36
Over 4,448 gallons	\$5.27/1,000 gallons	\$5.59/1,000 gallons

Commercial Sewer Service Rates

Amount	Current Rate	Proposed Rate (6% Increase)
0 – 2,244 gallons	\$13.55	\$14.36
Over 2,244 gallons	\$5.27/1,000 gallons	\$5.59/1,000 gallons

Residential Sewer Rates

Consumption	Current	Proposed	Increase
Gallons	Monthly Bill	Monthly Bill	Monthly
4,000	\$13.55	\$14.36	\$0.81
7,500	\$29.42	\$31.20	\$1.78
15,000	\$68.95	\$73.12	\$4.17
25,000	\$121.65	\$129.02	\$7.37

Commercial Sewer Rates

Consumption	Current	Proposed	Increase
Gallons	Monthly Bill	Monthly Bill	Monthly
5,000	\$28.07	\$29.77	\$1.70
10,000	\$54.42	\$57.72	\$3.30
25,000	\$133.47	\$141.57	\$8.10
50,000	\$265.22	\$281.32	\$16.10

Fiscal Impact

- None to City – these are pass through fees

Edwards Aquifer Authority Fees

Current	Proposed Increase
\$.36 / 1,000 gallons	\$.62 / 1,000 gallons

EAA Rate (Res. & Com.)

Consumption	Current	Proposed	Increase
Gallons	Monthly Bill	Monthly Bill	Monthly
5,000	\$1.80	\$3.10	\$1.30

Recommendation

- Approve the Ordinance
- Staff has budgeted for a rate study to be completed during the next fiscal year
 - Rate study will take into account existing rates, as well as capital projects necessary to address aging infrastructure
 - At completion of this report, staff will bring forward recommendations related to possible additional rate changes for the Water Utility

S.E.E. Statement

- **Social Equity** – The City of Leon Valley will promote a superior quality of life to all citizens and businesses by providing a superior water system ensuring the delivery of safe, potable water, in sufficient quantity and at equitable pricing, to ensure the continued maintenance and operations of the City of Leon Valley’s Water and Sanitary Sewer System
- **Economic Development** – Cities which ensure a superior quality of life to its citizens and businesses ensure business attraction and retention, the basis of Economic Development. Key to a superior quality of life is the maintenance and operation of a superior water system
- **Environmental Stewardship** – The increase in the water fee will fully support the Edwards Aquifer Habitat Conservation Plan mission

Enterprise Fund

City of Leon Valley

August 18, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: August 18, 2014 **M&C#: 2014-08-18-08**
TO: Mayor and Council
FROM: Luis Valdez, Fire Chief
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Consider approval of speed hump policy that provides guidelines, rules, design, and procedures for the installation of speed humps on residential streets.

PURPOSE

This M&C would approve a recommended policy that provides rules for the installation of speed humps. This policy also provides general procedures to request speed humps, guidelines for eligibility, installation and design requirements.

In order for speed hump installations to be effective, they should be located selectively in accordance with defined engineering criteria for the purpose of improving documented speeding problems, with consideration of emergency services. Proper installation will also minimize driver frustration and encourage safe driving practices.

FISCAL IMPACT

There is no impact for the approval of the policy, however the current estimated cost to install one set of speed humps is \$6,000.

RECOMMENDATION

Staff has budgeted for a water and sewer rate study, to be completed during the next fiscal year. The study will take into account existing rates, as well as capital projects necessary to address aging infrastructure. At the completion of this report, staff will bring forward their recommendations to the City Council.

S.E.E. Impact Statement

Social Equity – Speed humps are an effective and appropriate device for safely reducing vehicle speeds for all.

Economic Development – No impact

Environmental Stewardship – No impact

APPROVED: _____DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS:

ATTEST:

Saundra Passailaigue, TRMC
City Secretary

CITY OF LEON VALLEY SPEED HUMPS INSTALLATION POLICY

A. GENERAL

Speed humps are an effective and appropriate device for safely reducing vehicle speeds on certain types of streets when installed in accordance with the provisions of this policy.

In order for speed hump installations to be effective, they should be located selectively in accordance with defined engineering criteria for the purpose of improving documented speeding problems. Proper installation will also minimize driver frustration and encourage safe driving practices.

Installation of speed humps on streets other than local residential streets could have potentially severe traffic safety consequences, almost certainly affect emergency services and other service consequences, and almost certainly create a diversion of large amounts of through traffic onto local residential streets, which were not intended for that purpose. Therefore, speed humps will not be considered for streets that are classified as collector streets or higher in the City. These streets include:

- Bandera Rd.
- Huebner Rd. – East of Timberhill
- Evers Rd.
- Poss Rd. – West of Evers Rd.
- Grissom Rd.
- Eckhert Rd.
- Wurzbach Rd.
- Seneca – (Bandera Rd. to Evers Rd.)

The purpose of this policy is to establish the circumstances and criteria under which speed humps will be considered for installation on a residential street. This policy also promotes reasonable opportunities for residents and property owners most affected by a proposed speed hump to participate together in the process that leads to its installation.

B. DEFINITIONS

For the context of this policy only:

Collector Street – is a low-to-moderate capacity road which serves to move traffic from local streets to arterial roads.

Speed Hump - is a geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the traveled way, whose primary purpose is to reduce the speed of vehicles traveling along that roadway;

Traffic Speed Study - will include the operational characteristics, and geometric characteristics of a typical day for 24hrs.

Typical Day - is defined as a weekday

Speed Criteria - is the speed that is 5 mph or greater over the legal speed limit (30mph)

Street - refers to the street length that must be petitioned. It is a 1000-foot segment generally centered on the proposed location of the humps, or the length of the block, whichever is greater. If the 1000-foot segment extends into any part of an adjacent block, it includes the entire length of the adjacent block, unless separated by an intervening thoroughfare, traffic signal or offset intersection.

C. ELIGIBILITY REQUIREMENTS

All of the following criteria must be satisfied for a street to be considered eligible for speed hump installation.

1. Petition. A petition that documents a minimum of ninety percent of the residential dwellings on the street that support its installation. In instances where speed humps will affect other roadways i.e. (grid network), the requestor will be required to obtain a petition that documents that a minimum of two-thirds of the household along the total affected area are in favor of the speed hump. Petitions will be made available to requestors. Requester will be responsible for distribution and collection of all petitions.

2. Location of the Street. The land uses of the properties abutting the street where the speed hump is proposed must be composed primarily of single-family residential dwelling.

3. Operational Characteristics of the Street.

A. The street must be used to provide access to collector street (or higher) as indicated above.

B. There must be no more than one moving lane of traffic in each direction.

C. Traffic volumes must be more than 400 vehicles per day.

D. The street must have a speed limit of 30 mph or less as determined in accordance with State Law.

E. City Engineer, City Fire Chief, and City Police Chief must approve all speed humps and its locations.

F. Paved traveled ways that do not function as a street such as alleys, utility/access easements, parking lot circulation routes, and commercial service

drives are not eligible for the installation of speed humps, regardless of any identification signs, due to their operational characteristics.

G. Must be a primary bi-pass roadway that is connecting two collector/primary streets.

D. Geometric Characteristics of the Street.

1. The street must have adequate sight distances to accommodate safely the hump as determined by the Department of Public Works.
2. The street must not have curves or grades that prevent safe placement of the humps. Humps may be located on streets that contain curves and/or grades, but the hump itself should not be located within a significant horizontal curve, on a vertical grade greater than eight percent.
3. The street shall be paved. If there are no curbs, a special design must be used to prevent vehicle run-around.
4. Private property in the City Limits is not governed or controlled by this Speed Hump Installation Policy.
5. In the case of areas with grid networks a comprehensive study of all affected roadways will need to be assessed.

E. SPEED HUMP REMOVAL AND ALTERATION

The process for speed hump removal or alteration by residents will require a petition that documents that a minimum of ninety percent of adjacent property owners on the street support its removal. The City Manager has the right to remove a speed hump if it is deemed necessary.

F. SPEED HUMP LOCATION

1. A speed hump must not be located in front of a property if the property owner objects to its placement.
2. The exact speed hump location shall be determined by the City Engineer.
3. The speed hump shall be located a minimum of 250' from the nearest intersecting street and at the property line.
4. The speed hump shall not be located or constructed such that it interferes with the proper drainage of the street.

5. Speed hump should not be located within 10' from the nearest driveway.

G. DESIGN STANDARDS AND PROCEDURES

The City Engineer shall prepare and maintain current design standards and installation procedures for speed humps in accordance with this policy.

PROCEDURES FOR SPEED HUMP INSTALLATION

1. The initial request for the installation of speed humps must originate from the residents living on the street. A request in writing from a resident or representative must be forwarded to the following address:

Speed Hump Program
Department of Public Works
6400 El Verde Rd.
Leon Valley, TX 78238

2. A determination of eligibility based on a traffic engineering study conducted at the subject site will be made in a timely manner.

A. If the street is determined not to be eligible, the applicant(s) will be given written notification of that determination and its reasons within 30 days. An exception to the policy may be considered at this time and may only be granted for traffic count (Operational Characteristic C, listed above); no exceptions for locations not approved by the City Engineer, Fire Chief, and Police Chief, or the location is not determined to be a collector street or a bypass roadway.

B. The decision may be appealed in writing to the City Manager within 15 days of the notification date. The City Manager will review the determination and respond to the applicant(s) within 30 days of the appeal request.

C. If the street is determined to be eligible for consideration, a meeting will be arranged between the applicant(s) and staff to define the petition area and the approximate speed hump location range. The applicant(s) will be instructed to submit a petition indicating that a minimum of ninety percent of the low density dwelling households on the street support the installation of speed humps as provided in the speed hump policy. Only petition forms supplied by the Department of Public Works or exact duplicates may be used for this purpose.

3. After verification of the petitions, the Department of Public Works will conduct the necessary traffic engineering studies and solicit comments and recommendations of other agencies. A determination of the street's eligibility for

speed hump installation will be made in a timely manner, based on the speed hump policy.

A. If the street is determined not to be eligible for speed hump installation, the applicant(s) will be notified in writing giving the reason.

B. The decision may be appealed in the same manner as in Section 2.

C. If the street is determined to be eligible; the street will be placed on a list of street eligible for speed hump installation.

4. Based on July 2014 estimates, the cost to install speed cushions and signage is approximately \$6,000 per site. (Per the accepted design of Appendix 1)

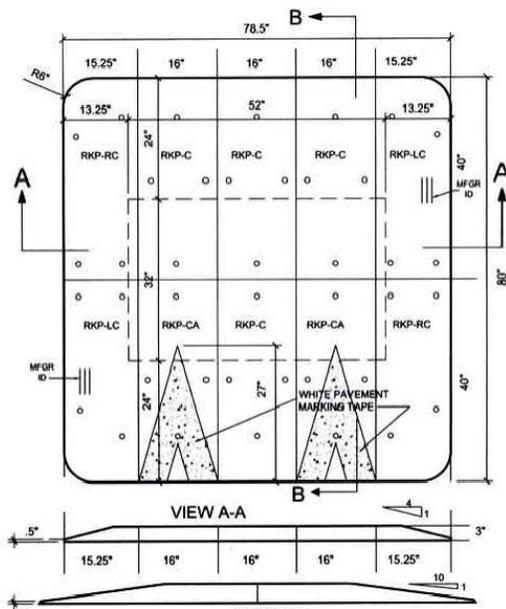
5. If funding is not available through regular city resources, residents may assess themselves the fee in order to expedite the installation of speed humps.

Appendix 1

Vehicle	Average Track width (Center to center)
Typical vehicle	4 ft. 2 inches – 4 ft. 11 inches
Large vehicle	5 ft. 9 inches
Typical Fire Engine	6 ft. 5 inches
Typical Aerial Ladder Truck	6 ft. 8 inches
Typical VIA bus	6 ft. 3 inches

Example of accepted design

OVERALL DIMENSIONS: 6'-6" WIDE x 6'-8" LONG x 3" HI



CITY OF LEON VALLEY SPEED HUMP INSTALLATION POLICY

City of Leon Valley
City Council Meeting
August 18, 2014

Purpose

- To approve a speed hump policy
- The proposed policy also provides general procedures for speed hump requests:
 - Eligibility
 - Installation
 - Design requirements
 - Exceptions
 - Community funding option

Background

- Currently, there are no guidelines for the installation of speed humps
- Speed humps are a proven effective way to help curb speeding and encourage safe driving
- Areas that surround Leon Valley have existing policies that address speed humps/pads

Definitions

- *Collector Street* – is a low-to-moderate capacity road which serves to move traffic from local streets to arterial roads.
 - *Speed Hump*
 - *Traffic Speed Study*
 - *Typical Day*
 - *Speed Criteria*
 - *Street*

Requirements

- Speed humps will not be considered for streets that are classified as collector streets or higher in the City
 - Bandera Rd.
 - Huebner Rd. – East of Timberhill
 - Evers Rd.
 - Poss Rd. – West of Evers Rd.
 - Grissom Rd.
 - Eckhert Rd.
 - Wurzbach Rd.
 - Seneca – between Bandera and Evers Rd.

ELIGIBILITY - Requirements

- Must submit petition that documents a minimum of ninety-percent of households on the street supports installation
- Street must be composed primarily of single-family residential dwellings
- No more than one moving lane of traffic in each direction
- Traffic volumes must be more than 400 vehicles per day
- Speed limit of 30 mph or less
- City Engineer, City Fire Chief, and City Police Chief must review and approve all locations

ELIGIBILITY - Requirements

- Must be a primary bi-pass roadway that connects two collector/primary streets
- Safe sight distance, without curves or grades that prevent safe placement
- Private property in the City Limits is not governed by this policy
- Shall not be located or constructed such that it interferes with the proper drainage
- Speed hump should not be located within 10' from the nearest driveway

PROCEDURES

- The initial request must originate from the residents living on the street
- Determination of eligibility (location, petition, etc..)
- Appeals process for determination of ineligibility
- If determined to be eligible; street to be placed on a list of street eligible for speed hump installation

Fiscal Impact

- The cost to place the devices is approximately \$6000 per site
- Each site would be budgeted during the regular budget process as are all projects

Recommendation

- Staff recommends approval

S.E.E. Statement

- ***SOCIAL EQUITY***— *Speed humps are an effective and appropriate device for safely reducing vehicle speeds for all*
- ***ECONOMIC DEVELOPMENT*** - *None*
- ***ENVIRONMENTAL STEWARDSHIP***— *Speed humps are made of recycled materials*

CITY OF LEON VALLEY SPEED HUMP INSTALLATION POLICY

City of Leon Valley
City Council Meeting
August 18, 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: August 18, 2014 **M&C# 2014-08-18-09**
TO: Mayor and City Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Consideration of Resolution No. 14-020R amending the Council Code of Conduct to allow for approved or rejected items by the City Council through resolution, ordinance or general direction to City staff at a City Council meeting may not be reconsidered or placed upon a Council agenda for further discussion for a period of one (1) year unless a City Council super-majority consisting of four (4) members agree to place the item on the agenda.

PURPOSE

This item was placed on the City Council agenda at the request of Councilman Paul Biever pursuant to Ordinance No. 2014-01-13-02 as well as through a motion at the July 14, 2014 City Council meeting that had a 4-1 vote to be placed on the August 11, 2014 City Council Agenda which was then moved to the August 18, 2014 City Council Agenda.

A draft resolution has been placed in this packet as presented by Councilman Paul Biever.

Mayor Riley has asked for discussion on TML's description of the Duties of the Mayor in a Type A General Law City be placed with this item to be discussed during this item.

APPROVED: _____ DISAPPROVED: _____

COMMENTS OR DIRECTION GIVEN OR ACTION TAKEN:

ATTEST:

Sandra Passailaigue, TRMC
City Secretary

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY
AMENDING THE RULES OF CONDUCT FOR CITY COUNCIL ESTABLISHED IN
RES. NO. 10016**

WHEREAS, the purpose of a City Council meeting is to ensure that the business of government is conducted in a fair, timely, and orderly manner while allowing the citizens to participate effectively; and

WHEREAS, the City Council recognizes the need for rules to allow for an orderly and fair process for its citizens to address the Council and for Council to conduct its business; and

WHEREAS, the City Council will review “Rules of Conduct for Council” and amend the “Rules of Conduct for Council” that were approved on January 13, 2014 regular City Council Meeting.

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

The following rules will apply for citizen participation:

1. A person wishing to address the City Council must first register with the City Secretary in order to be recognized by the presiding officer to hold the floor and provide input during the “Citizen-to-be-Hheard” on items that are not on the agenda and for items listed on the agenda.
 - A person may register in person, by electronic mail, or by telephone. The deadline to register to address the City Council is the meeting date at 7:15 pm.
 - A person may address the City Council without registering at the end of each meeting during the “Citizen-to-be-Hheard” portion of the meeting.
 - A person may submit written comments up to the meeting date at 5:00 pm via e-mail, regular mail, or fax:
 - i. Emailed to leonvalleycitizen@leonvalleytexas.gov
 - ii. Mail to: Leon Valley Citizen Comments
6400 El Verde Road
Leon Valley, TX 78238
 - iii. Faxed to (210) 684-4476
2. Citizens may address the City Council during the “Citizen-to-be-Hheard” portion of the meeting:

- The “Citizens-to-be-Heard” portion will allow citizens to address Council on items that are not on the agenda.
 - Citizens will be allowed a maximum of five (5) minutes to provide comments during the “Citizens-to-be-Heard” portion.
 - The “Citizens-to-be-Heard” portion of the meeting will be:
 - i. Prior to the beginning of the meeting; and
 - ii. At the end of each meeting.
 - The “Citizens-to-be-Heard” portion will be no longer than thirty (30) minutes at the beginning and end of each meeting.
 - i. The presiding officer may allow an additional thirty (30) minutes when high attendance is present.
3. Citizens who have registered to speak will be allowed to address Council on items listed on the agenda.
 - Citizens who wish to address an item on the agenda will be allowed a maximum of three (3) minutes to comment; and
 - A maximum of (30) thirty minutes per agenda item will be allotted.
 4. All ceremonial items and informational presentations, if any, will be placed at 7:00 p.m. of scheduled business meetings.
 5. A Councilmember who has spoken should refrain from speaking again until each Councilmember has had an opportunity to speak.
 6. Council members shall not use devices for the purpose of communicating during a City Council meeting.
 - These devices include but are not limited to telephone, computer, I-Pad.
 - Communication includes but is not limited to e-mails, texts, and messaging.
 7. Members of the public shall not shout, display unruly behavior, distract with side conversations, use profanity, threat of violence, or disrupt the orderly conduct of the meeting.
 - The presiding officer will request that a person who is disrupting the orderly conduct of the meeting to cease the disruption.
 - If the disruption continues, the presiding officer will warn the person that he or she will be required to leave the meeting room if the disruption continues.
 - If the person is asked to leave the meeting room and the person does not leave the meeting room, the presiding officer may order any peace officer at the meeting to remove the person from the meeting room.
 8. Any item to be placed on the agenda requires the signatures of two (2) Council members, Mayor and the City Manager; agenda item documentation is needed 72 hours prior to the agenda being posted.

9. Any policy item considered, approved, or rejected by the City Council through resolution, ordinance, or general direction to City staff at a City Council meeting may not be reconsidered or placed on the City Council's agenda for further discussion for a period of one (1) year; unless a City Council super-majority consisting for four (4) City Council Members agree to place the item on the agenda for reconsideration.

~~9-10.~~ Meeting protocol will be posted on the City's website and City Hall bulletin board, where meeting agendas are displayed.

~~10-11.~~ Robert's Rules of Order will take precedence for conduct not covered by these Council meeting rules.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 14th day of July, 2014.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
CHARLES E. ZECH
City Attorney

Legal Q&A

By Laura Mueller, TML Assistant General Counsel

What are a mayor's duties in a general law city?

In a general law city, a mayor's duties and authority come first from the Local Government Code and other state law and then may be expanded by the city council. *See* TEX. LOC. GOV'T CODE §§ 22.037; 22.042; and 23.027. A mayor in a Type A city presides over the meetings of the governing body, but may not vote unless there is a tie. *Id.* § 22.037. A Type A mayor is also authorized to call special meetings on her "own motion or on the application of three aldermen." *Id.* § 22.038.

The majority of the mayor's duties are listed in Section 22.042 of the Local Government Code. The mayor: (1) is the "chief executive officer" of the city; (2) must "actively ensure that the laws and ordinances of the municipality are properly carried out"; (3) must "inspect the conduct of each subordinate municipal officer and shall cause any negligence, carelessness, or other violation of duty to be prosecuted and punished"; and (4) must give to the city council "any information, and shall recommend to the governing body any measure, that relates to improving the finances, police, health, security, cleanliness, comfort, ornament, or good government of the municipality."

The mayor also has emergency management authority including: (1) the authority to close public facilities in order to ensure the peace and good order of the city during a riot or unlawful assembly; and (2) the authority to summon a special police force when necessary for the enforcement of city laws, because of riot or outbreak, or because of the threat of serious danger. *Id.* §§ 22.042; 341.011. A Type A mayor also has the authority to appoint an individual to a vacancy in a municipal office, subject to confirmation by the city council. *Id.* § 22.010. However, the mayor's duties are not only determined by state law. The city council can also prescribe the duties and authority of the mayor, and the mayor must perform these duties as directed by the city council. *Id.* § 22.042. Additional emergency management powers of a mayor are discussed further below.

In a Type B city, the mayor is the president of the governing body of the city, but is not given more specific duties by statute. *Id.* § 23.027. A Type C mayor is given no guidance in Chapter 24 of the Local Government Code, which covers Type C cities. However, the Local Government Code provides what are commonly referred to as the "borrowing provisions." These provisions state that Type B and Type C cities have the same authority as a Type A city. TEX. LOC. GOV'T CODE §§ 51.035; 51.051. Section 51.035 states:

A Type B general-law municipality has the same authority, duties, and privileges as a Type A general-law municipality, unless the Type B general-law municipality in exercising the authority or privilege or performing the duty would be in conflict with another provision of this code or other state law that relates specifically to Type B general-law municipalities.

Section 51.051 states:

(a) The governing body of a Type C general-law municipality with 501 to 4,999 inhabitants has the same authority and is subject to the same duties as a Type A general-law municipality unless the authority or duties conflict with a provision of this code relating specifically to a Type C general-law municipality.

(b) The governing body of a Type C general-law municipality with 201 to 500 inhabitants has the same authority as a Type B general-law municipality unless the authority conflicts with a provision of this code relating specifically to a Type C general-law municipality.

Thus, a Type C city may have the same authority as a Type B or a Type A city, but because Type B cities have the same authority as a type A city, pursuant to Section 51.035, a type C city has the same authority as a type A city in cases where there is not a conflict. These “borrowing provisions” have been used to give mayors in Type B and Type C cities some of the same duties and authority as that held by a mayor in a Type A city. The mayor of any city also serves as the budget officer for the governing body, unless the city has the city manager form of government, which designates the city manager as the budget officer. *Id.* § 102.001.

Questions often arise as to the specific duties and authority of a mayor, and the city should consult with its city attorney on this issue.

(Note: In a home rule city, the mayor’s duties are determined by the charter.)

Does a mayor have the authority to cancel a city council meeting?

State law provides no procedure to cancel a city council meeting. In a general law city, the common practice is for the mayor to cancel a meeting when it becomes necessary to do so. If a mayor chooses to cancel a meeting, he should contact all councilmembers and inform them of the decision. Of course, as with other areas that are not governed by state law, a city council may wish to adopt written procedures to clarify the “who, when, and how” by which meetings are canceled.

(Note: A home rule city should consult its charter for any relevant provisions.)

Does a mayor in a general law city have veto power over actions taken by the city council?

No. However, the Local Government Code provides that the mayor in a *Type A general law city* has the authority to require “reconsideration” of an ordinance or resolution passed by the city council. *Id.* § 52.003. After an ordinance or resolution is passed by the city council, it must be placed in the secretary’s office for the mayor’s signature. The mayor may sign the ordinance or resolution, in which case it takes effect, or the mayor may return the ordinance or resolution to the council with objections. In the case of a “return” to the city council, the council must reconsider the vote by which the ordinance or resolution was adopted. *Id.* § 52.003. If the council passes the ordinance or resolution by a majority vote of the total number of members of the governing body, excluding the mayor, the ordinance takes effect. *Id.* § 52.003. If the mayor

neither signs the ordinance nor sends it back to the council, it automatically takes effect after the fourth day.

It is unclear whether a mayor in a Type B or Type C city has the right of reconsideration. Many Type A provisions apply to Type B and C cities through the “borrowing provisions” of the Local Government Code. *See* TEX. LOC. GOV’T CODE §§ 41.035; 51.051. However, attorney general opinion JM-527 (1987) suggests that a general law city that is not given reconsideration authority by statute may not have the right of reconsideration. *See* Tex. Atty. Gen. Op. No. JM-527 (1986). Each city should discuss this issue with its city attorney to determine whether the mayor has a right of reconsideration.

(Note: In a home rule city, the ability of a mayor to veto actions taken by the city council is determined by the city’s charter. Only a small percentage of Texas home rule charters contain veto language.)

Can a mayor file a lawsuit on behalf of the city without the approval of the city council?

No. A city may act only by and through its governing body, and acts of the mayor or individual councilmembers are ineffectual without express authorization from the governing body. *City of Bonham v. S.W. Sanitation, Inc.*, 871 S.W.2d 765, 765 (Tex. App.—Texarkana 1994, writ denied); *Alamo Carriage v. City of San Antonio*, 768 S.W.2d 937, 941 (Tex. App. – San Antonio 1989, no writ). The governing body may act officially only through resolution or ordinance. The statements of individual members of the governing body, including the mayor, do not bind the city. *City of Bonham*, 871 S.W.2d at 765; *Alamo Carriage*, 768 S.W.2d at 941-42.

The governing body of a city is authorized to delegate by resolution or ordinance the right to perform acts and duties necessary for the day-to-day operation of the city. *Stirman v. City of Tyler*, 443 S.W.2d 354, 354 (Tex. Civ. App.—Tyler 1969, writ ref’d n.r.e.); *Central Power & Light Co. v. City of San Juan*, 962 S.W.2d 602 (Tex. App.—Corpus Christi 1998, rev. disp’d w.o.j.). Therefore, the governing body could delegate the right to file a lawsuit on behalf of the city to the mayor, a city councilmember, or a city staff member. In the case of delegation of authority, any action taken beyond what has been authorized by the city council is void. *Foster v. City of Waco*, 255 S.W. 1104, 1106 (Tex. 1923).

Do mayors have emergency management powers and responsibilities?

Yes. State law provides that the mayor (or the mayor’s designee) is the emergency management director for a city. TEX. GOV’T CODE § 418.1015. In that role, the mayor has certain emergency management powers and duties. Generally, the mayor has the same powers, on a local level, as the governor under Chapter 418 of the Government Code (The Texas Disaster Act). *Id.* For example, the mayor has the authority to order evacuation and other restrictions on movement during an emergency. TEX. GOV’T CODE §§ 418.108(f); 418.1015(b); 418.018. The mayor is also the official responsible for declaring a local state of disaster or requesting that the governor declare a state of emergency. *See id.* §§ 418.108; 433.001.

If local disaster resources are exhausted, and assistance is needed outside a mutual aid agreement, the mayor is the official who must request that assistance from other political subdivisions or the state. 37 TEX. ADMIN. CODE §§ 7.23; 7.25. To request assistance from the state, the mayor must contact the local disaster district committee chairperson (the local Texas Highway Patrol commander). *Id.* § 7.24. For disaster district contact information, please see <http://www.puc.state.tx.us/emr/districtcontact.cfm>.

To assist her with her emergency management duties, the mayor may designate an emergency management coordinator to be her assistant for emergency management purposes. *Id.* § 418.1015. In many cities, the emergency management coordinator has responsibility for developing the emergency management plan and coordinating emergency management training. The mayor must notify the Texas Division of Emergency Management of her designee as emergency management coordinator (if any) and the city's plan for emergency management using a form provided by the division. 37 TEX. ADMIN. CODE § 7.3.

(Note: Sample documents for a disaster declaration, a request to the governor for declaration of an emergency, and an emergency powers ordinance are included at the end of the "Annex U - Legal" document of the model local emergency management plan, located at ftp://ftp.txdps.state.tx.us/dem/plans/uanax_21_1007.rtf.)

May a mayor administer an oath of office?

Under Texas Local Government Code Section 22.042(d), the mayor of a Type A city may administer oaths to officers of the city. Otherwise, the office of mayor is not part of the enumerated list of public officials authorized to administer an oath of office under Texas Government Code Section 602.002.

If a mayor is absent or incapacitated in a general law city, does the mayor pro tem automatically become mayor?

No. In the event that the mayor of a general law city is absent or incapacitated, the mayor pro tem does not actually become mayor. Rather, the mayor pro tem assumes the duties of the mayor, including presiding at meetings of the governing body. TEX. LOC. GOV'T CODE § 22.037(b). When assuming the duties of mayor, the mayor pro tem does not lose the power to vote, even when presiding at the meetings. (In some cities, the presiding officer does not vote as a matter of custom.)

MAYOR AND COUNCIL COMMUNICATION

DATE: August 18, 2014 **M&C #2014-08-18-10**
TO: Mayor and City Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Consideration of Resolution No. 14-21R appointing members to the Infrastructure Sub-Committee, Customer Service/Communication Sub-Committee, Policy Sub-Committee and the Economic Development Sub-Committee.

PURPOSE

This item was placed on the City Council agenda at the request of Mayor Chris Riley pursuant to Ordinance No. 2014-01-13-02.

This item was placed on the agenda to place Council Members on the following new sub-committees:

- Infrastructure Sub-Committee
- Customer Service/Communication Sub-Committee
- Policy Sub-Committee
- Economic Development Sub-Committee
- Community Events

At the July 14, 2014 City Council meeting, City Manager Longoria made the following recommendation:

The Branding Committee is dissolved since the group has completed the task they were given and that this committee evolves into an Economic Development/Redevelopment Committee.

The current Communications Committee evolves into the Customer Service/Communications Committee.

The Festival Committee evolves into the existing Community Events Committee.

City Council will need to appoint members as follows:

City Council Economic Development/Redevelopment Sub-Committee: Two Councilmembers
City Council Customer Service/Communications Sub-Committee: Two Councilmembers
City Council Infrastructure Sub-Committee: Two Councilmembers
City Council Policy Sub-Committee: Mayor, plus two Councilmembers
Community Events Committee: One Councilmember

Mayor Riley asked that each Council Member notify the City Secretary of their preference of sub-committee to serve on and to have them prioritized. That information is presented this evening.

APPROVED: _____ DISAPPROVED: _____

COMMENTS OR DIRECTION GIVEN OR ACTION TAKEN:

ATTEST:

Saundra Passailaigue, TRMC
City Secretary

RESOLUTION No. 14-021R

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING COUNCIL MEMBERS TO THE LEON VALLEY CITY PARK INFRASTRUCTURE SUB-COMMITTEE, CUSTOMER SERVICE/COMMUNICATION SUB-COMMITTEE, POLICY SUB-COMMITTEE AND THE ECONOMIC DEVELOPMENT SUB-COMMITTEE.

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

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

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

WHEREAS, the City Council formally appoints and sets the term for the following individuals to their respected sub-committees:

a. Infrastructure Sub-Committee:

- i. _____
- ii. _____
- iii. _____

b. Customer Service/Communication Sub-Committee:

- i. _____
- ii. _____
- iii. _____

c. Policy Sub-Committee:

- i. Mayor Chris Riley _____
- ii. _____
- iii. _____

d. Economic Development Sub-Committee:

i. _____

ii. _____

iii. _____

e. Community Events Sub-Committee:

i. _____

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

That the appointments of the aforementioned individuals to their respected sub-committee each individual become effective immediately.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 18th day of August, 2014.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

	POLICY COMM.	INFRASTRUCTURE COMM.	CUSTOMER SER. COMM.	ECONOMICDEVELOPMENT COMM.
Mayor Riley	2ND Choice			1ST Choice
Councilman Ruiz	3RD Choice	4TH Choice	1ST Choice	2ND Choice
Councilman Sanchez	1ST Choice	2ND Choice	3RD Choice	
Councilman Diaz				1ST Choice
Councilman Martinez			2ND Choice	1ST Choice
Councilman Biever	1ST Choice	2ND Choice		

7-14-14

Paul Bauer, Place 5

#1 Policy ~~Group~~ Subcommittee

#2 Infrastructure Subcommittee

MEETING NOTES

Saundra Passailaigue

From: Carmen Sanchez <c.sanchez@leonvalleytexas.gov>
Sent: Friday, July 18, 2014 8:57 PM
To: Saundra Passailaigue
Cc: Manny Longoria; Mayor Riley
Subject: Sub-committees

Follow Up Flag: Follow up
Flag Status: Flagged

Saundra,

These are the sub-committees I am interested in serving:

1st choice: City Council Policy Sub-Committee 2nd choice: City Council Infrastructure Sub-Committee 3rd choice: City Council Customer Service/Communication Sub-Committee

Thank You,

Carmen Sanchez

Sent from my iPad

Saundra Passailaigue

From: Abraham Diaz
Sent: Friday, July 25, 2014 9:46 PM
To: Saundra Passailaigue
Cc: Manny Longoria
Subject: Subcommittee

Saundra,

I would like to be the liaison for the economic development subcommittee.

Abraham

Sent from my iPad

Saundra Passailaigue

From: Benny Martinez <b.martinez@leonvalleytexas.gov>
Sent: Sunday, July 27, 2014 5:05 PM
To: Saundra Passailaigue
Cc: Mayor Riley
Subject: Committees

I request to be on the following committees EDC. And. Customer service

Sent from my iPad

Saundra Passailaigue

From: Mayor Riley
Sent: Sunday, July 27, 2014 5:41 PM
To: Saundra Passailaigue
Subject: City Council Sub Committees

Saundra - I will serve on the EDC and Policy Committee. To date, I have been copied on CC Martinez and Sanchez responses only. Please begin a matrix of which council members responded to which committees and date received. Thank you,

Chris Riley

Mayor, City of Leon Valley
6400 El Verde Rd.
Leon Valley, TX. 78238
(210) 618-2092 - (cell)
(210) 684-1391, Ext. 218

Saundra Passailaigue

From: Manny Longoria
Sent: Monday, August 04, 2014 5:14 PM
To: Saundra Passailaigue
Cc: Ricardo Ruiz; ricardo@chachas1.com
Subject: RE: Sub-Committee Selections

Saundra, I spoke to Councilman Ruiz and he gave me his preferences as follows: 1st Choice-Customer Service; 2nd Choice-Economic Development; 3rd Choice-Policy; 4th Choice-Infrastructure. ML.

From: Saundra Passailaigue
Sent: Monday, August 04, 2014 5:05 PM
To: Manny Longoria
Subject: Sub-Committee Selections

	POLICY COMM.	INFRASTRUCTURE COMM.	CUSTOMER SER. COMM.	ECONOMIC DEVELOPMENT COMM.
Mayor Riley	2 ND Choice			1 ST Choice
Councilman Ruiz				
Councilman Sanchez	1 ST Choice	2 ND Choice	3 RD Choice	
Councilman Diaz				1 ST Choice
Councilman Martinez			2 ND Choice	1 ST Choice
Councilman Bieber	1 ST Choice	2 ND Choice		

Saundra Passailaigue, TRMC
City Secretary
6400 El Verde Rd
Leon Valley, Texas 78238
Tele: 210-684-1391 Ext. 216
Fax: 210-684-1515
www.leonvalleytexas.gov



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MAYOR AND COUNCIL COMMUNICATION

DATE: August 11, 2014 **M&C: #2014-08-18-11**
TO: Mayor and City Council
FROM: Kristie Flores, Community Development Director
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Consideration of policies amending the regulations of boarders, commercial businesses and vehicles in the R-1 Zoning Districts

PURPOSE

The purpose of this item is for City Council to discuss possible policies to address concerns regarding too many occupants living in the R-1 (Single-Family Dwelling) zoning district and parking of commercial vehicles in residential areas.

The City Attorney's office has prepared a memorandum outlining the legal issues to be considered when drafting policies associated with these issues; however it is important to understand what the City and State already have in place before considering any new policy or revisions to existing policy.

First, a Boarding Home is allowed in the R-1 (Single-Family Dwelling) zoning district. Per the Zoning Code a "Board Home" is defined as *a dwelling containing a single dwelling unit and not more than ten (10) guest rooms or suites of rooms, where lodging is provided with or without meals, for compensation for more than one (1) week. Although a boarding home is allowed they are regulated by the Texas Boarding House Model Standards.*

Further you may note that there is some confusion regarding boarding homes and a family unit. The Zoning Code defines a "family" as *an individual or two (2) or more persons related by blood, marriage or adoption, or a group not to exceed six (6) unrelated persons living together as a single housekeeping unit.* In many of the instances where there have been complaints it is found to be a family unit per the City's zoning definition. The City Council may consider amending its definition of "family" however, as outlined in the City Attorney memorandum, attempting to amend the definition of "family" is very delicate and any existing use would be grandfathered.

To address commercial businesses and vehicles; commercial businesses are not allowed in the R-1 zoning district (see attached Home Occupation regulations). Some of the prohibited uses include: auto repair or maintenance, beauty culture schools, beauty parlors, barbershops, electricians, plumbers, sheet metal shops, furniture repair, sexually oriented commercial enterprises, catering and other similar uses. As for commercial vehicles it is not unusual for residents to bring their work vehicles home for lunch or after business hours. Many of these vehicles are not parked on site for long periods of time and if they are parked longer than 48-hours they are in violation of the City's existing parking regulations. Parking may also be addressed outside the city's zoning regulations through the City's traffic regulatory authority.

The attached Attorney memorandum outlines the legal background for City Council when considering new policies or revisions to existing policies to address these issues.

FISCAL IMPACT

None.

RECOMMENDATION

Staff requests the direction of the Council as to how to proceed in regard to these items.

S.E.E IMPACT STATEMENT

Social Equity – the policy or policies adopted should be fair to all property owners and/or family units in the City.

Environmental Stewardship – not applicable.

Economic Development – deterioration of properties in the City can create devaluation making it difficult to retain homeowners and maintain ad valorem taxes.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Saundra Passailaigue, TRMC
City Secretary

Sec. 3.05.004 Storage areas to be fenced

No land shall be used for or as a storage area for any material or storage units until a vision-proof fence is constructed and is sufficient height to conceal the storage materials and/or storage units. The fence shall also meet the setback requirements of the zoning district and the percentage of storage allowed for that zoning district.

ARTICLE 12.03 PARKING, STOPPING AND STANDING*

Division 1. Generally

Sec. 12.03.001 Presumption that vehicle owner is responsible for violation

When any person is charged with having parked or left standing a vehicle on any street in the city at a place on said street where parking of vehicles is prohibited, or with parking such vehicle on said street in a manner which violates the manner of parking of a vehicle as designated, or with parking such vehicle for a length of time in excess of that allowed in the space where said vehicle was parked, proof that said vehicle was, at the date of the offense alleged, owned by the person charged with the offense, shall constitute prima facie evidence that said vehicle was parked or left standing at the place charged by said owner, but the owner shall have the right to introduce evidence to show that said vehicle was not parked by him as charged in the complaint. (1972 Code, sec. 26.905)

State law reference—Presumption that owner of vehicle is responsible for offense, V.T.C.A., Transportation Code, sec. 545.308.

Sec. 12.03.002 Parking damaged or junked vehicle on street or right-of-way

No wrecked, damaged, junked or broken down automobile vehicle of any kind shall ever be parked, placed or left in any street, alley, or public right-of-way within the city at any time. (1972 Code, sec. 26.901(A))

State law reference—Junked vehicles, V.T.C.A., Transportation Code, sec. 683.071 et seq.

Sec. 12.03.003 Parking for longer than 48 hours; parking for certain purposes prohibited; parking of trailers or campers

It shall be unlawful for any person to park unused vehicles of any kind in any street or public place for more than forty-eight (48) hours, or at any time for the purpose of storage, washing, greasing or repairing such vehicle (except repairs necessitated by emergency), sale, or display of advertising signs or posters fixed to such vehicle, or any trailer, semitrailer, horse trailer, or boat trailer not attached to a tractor or towing vehicle, or any auto-bus, motor home or camper. (1972 Code, sec. 26.901(B))

Sec. 12.03.004 Blocking driveway

No automotive vehicle shall be parked in any manner which will block or impede free vehicular ingress and egress to all public and private driveways opening into any street, alley, or public right-of-way in the city. (1972 Code, sec. 26.901(C))

Sec. 12.03.005 Towing of illegally parked vehicles

The city may have any vehicle illegally parked under this article for a period of more than twenty-four (24) hours towed away and impounded and keep same until the owner, or his agent, pays all towing and storage charges and all fines and court costs adjudged against said owner (or his agent) in connection with such parking offense. (1972 Code, sec. 26.901(D))

Sec. 14.02.306 “R-1” single-family dwelling

(a) Purpose and description.

(1) This district provides areas for low density single-family uses which provide a buffer between agricultural and higher density areas of the city. Minimum lot size requirements are provided in order to allow for market and design flexibility while preserving neighborhood character. The district regulations are designed to encourage a suitable neighborhood environment for family life by including among the permitted uses such facilities as schools, libraries, and neighborhood recreation centers. The district regulations are designed to: (1) protect the residential character of the areas by prohibiting commercial and industrial activities; (2) encourage a suitable neighborhood environment; and (3) preserve the openness of the area by requiring that certain minimum yard and area standard requirements are met.

(2) The R-1 district implements the following policies of the master plan:

(A) Encourage patterns of urban development that provide a full range of housing choices and promote a sense of community, urban vitality and the efficient provision of infrastructure.

(B) Encourage connectivity throughout the city.

(b) Lot regulations.

(1) Area. Lots must have a minimum area of 8,400 square feet.

(2) Frontage. Minimum frontage of 70 feet along a public right-of-way.

(3) Depth. Minimum of 120 feet.

(4) Floor space. Minimum floor space of 1200 square feet of heated living space shall be provided in each one-story dwelling, 1400 square feet for each two-story dwelling.

(5) Height. Maximum of two and one-half (2-1/2) stories allowed.

(c) Setback requirements.

(1) Front yard. There shall be a front yard having a minimum of 25 feet from front property line to main structure.

(2) Rear yard. There shall be a rear yard of not less than 30 feet from rear property line to rear of main structure.

(1972 Code, sec. 30.606)

(3) Side yard. There shall be a side yard of not less than 5 feet from side property line to main structure. On corner lots the external side yard shall be not less than ten (10) feet. See [article 10.02](#) (subdivision ordinance) for garage setbacks. (Ordinance 07-033, sec. 1, adopted 8/8/07)

(4) Corner lot. Where lots abut on two (2) intersecting or intercepting streets, where the interior angle of intersection or interception does not exceed 135 degrees, a side yard shall be provided on the street side equal to the front yard.

(5) Reverse frontage. On corner lots, where interior lots have been platted or sold, fronting on the side street, a side yard shall be provided on the street side equal to the front yard on the lots in the rear. No accessory building on said corner lot shall project beyond the front line of the lots in the rear.

(d) Other.

(1) Accessory buildings. Shall be allowed, but shall be located no closer than 5 feet from any property line, and must be located in the rear yard. In no case shall an accessory building occupy more than 30% of the total open space in the rear yard.

(2) Landscaping. The use of drought tolerant turf grasses, such as zoysia or buffalo tif or combination, or other drought tolerant plantings and hardscape is strongly recommended.

(3) Lighting. All outdoor lighting shall be hooded and all light emissions shielded, and shall be oriented such that light is directed towards the property and does not trespass onto surrounding properties. Lights affixed to the buildings shall be mounted no higher than the eaves of said building. Lights affixed to a pole shall be mounted no higher than 40% of the distance from the front property line to the main structure.

(4) Masonry required. A minimum of 75% of total overall exterior walls shall be constructed of masonry, or other similar noncombustible materials.

- (5) Nonconforming dwellings. The provisions of floor space and masonry above shall not be applicable to nonconforming dwellings in existence on the date of the adoption thereof or to dwellings built hereafter on the same lot to replace such nonconforming dwellings as may be destroyed by fire, windstorm or other involuntary cause.
- (6) Parking. Two off-street parking spaces shall be provided for each residential structure.
- (7) Public facilities. Each lot shall be connected to the city's public water and sewer system, and shall have appropriate sidewalks and fire protection. See [article 10.02](#) (subdivision ordinance).
- (8) Storage. Outside storage is not allowed in the R-1 district, with the exception of vehicles, trailers, recreational vehicles and boats in accordance with [article 3.05](#) and [article 12.03](#) of the Leon Valley City Code. All items to be stored must be completely contained in either the main structure, garage or an accessory building.

Figure 1 (R-1 Single-Family Dwelling)



Sec. 14.02.315 Home occupations

(a) Purpose and description.

Home occupation regulations.

(1) General. Home occupations shall be permitted in all residential zoning districts, provided the home occupation is clearly and obviously subordinate to the main use or dwelling unit for residential purposes. Home occupations shall be conducted wholly within the primary structure or existing accessory building which is on the premises.

(2) Conditions.

(A) Area. Not to exceed twenty-five (25) percent of the floor area of the primary structure or fifty (50) percent of all accessory buildings on the premises.

(B) Personnel. Other than those related by blood, marriage or adoption, no more than one (1) person, other than the owner, can be employed in the home occupation;

(C) Inventory and supplies. Shall not occupy more than fifty (50) percent of the area permitted to be used as a home occupation;

(D) Outside display/storage. None allowed;

(E) Signage. The home occupation shall not involve the use of advertising signs on the premises or any other advertising media which calls attention to the fact that the dwelling unit is being used for a home occupation, with the exception of a telephone number listing and one nameplate, not exceeding one (1) square foot in area, provided the nameplate is nonilluminated and attached flat to the dwelling unit or visible through a window;

(F) Prohibited home occupations. Auto repair or maintenance, beauty culture schools, beauty parlors, barbershops, electricians, plumbers, sheetmetal shops, furniture repair, sexually oriented commercial enterprises, catering or other similar uses, shall not be allowed. The use of electrical or mechanical equipment that would change the fire rating of the dwelling or create visible or audible interference in radio or television receivers or cause fluctuations in line voltage outside the dwelling unit is prohibited; and/or the home occupation shall not involve the use of commercial vehicles for delivery of materials to and from the premises, nor shall any commercial vehicles be stored at the residence;

(G) Child care facilities. The care for payment of more than six (6) unrelated children shall require a specific use permit;

(H) Parking. Sales and services to patrons shall be arranged by appointment and scheduled so that not more than one (1) patron vehicle is on the premises at the same time; two (2) additional parking spaces shall be provided on the premises, except only one (1) need be provided if the home occupation does not have an employee;

(I) Appearance. The dwelling unit shall not be altered nor shall the home occupation be conducted in a manner which would cause the premises to differ from its residential character either by the use of colors, materials, construction, lighting, signs, increased traffic or the emission of odors, sounds or vibrations.

City of Leon Valley City Council

Consideration of Further Regulations of
Boarders, Commercial Businesses and
Vehicles in the R-1 Zoning District

August 18, 2014

Purpose

- Address concerns regarding:
 - 1) too many occupants living in a home
 - 2) parking of commercial vehicles in R-1
- Clarify the existing regulations
- Consider additional regulation

Purpose

- Boarding Homes are allowed in the R-1 district
a dwelling containing a single dwelling unit and not more than ten (10) guest rooms or suites of rooms, where lodging is provided with or without meals, for compensation for more than one (1) week.
- Regulated by the *Texas Boarding House Model Standards*

Purpose

- Boarding Home not to be confused with Zoning definition of “Family”

an individual or two (2) or more persons related by blood, marriage or adoption, or a group not to exceed six (6) unrelated persons living together as a single housekeeping unit.

- Many complaints received are found to be a **family unit** per the City’s zoning definition

Purpose

- Commercial Businesses and Vehicles in R-1
 - 1) commercial business NOT allowed
 - 2) commercial vehicles that temporarily park for lunch breaks or after work are allowed
 - 3) commercial vehicles parked 48 hours or longer can be regulated by the City's existing parking regulations

Purpose

- The Attorney memorandum in your packet outlines the legal background for City Council when considering new policies or revisions to existing policies to address these issues.

Fiscal Impact

- None

Recommendation

- Staff requests direction of the City Council as to how to proceed in regard to these items

City of Leon Valley City Council

Consideration of Further Regulations of
Boarders, Commercial Businesses and
Vehicles in the R-1 Zoning District

August 18, 2014

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT MAY 2014

Overall Responses:

The Fire Department responded to 178 incidents this month (2013 – 177 incidents). Fire loss for the month was estimated at \$4,000. No injuries due to fire were reported.

Fires:

Firefighters responded to three grass fires during the month. Each of the fires was quickly controlled, and no real property was damaged as a result of any of these fires. They included two fires near the drainage area of Horse Tail Drive, and a fire near a business at Hodges and Bandera Rd.

Firefighters responded to a vehicle fire at 7137 Bandera Rd. and quickly extinguished the fire and controlled the scene.

Fire Department Honor Guard presents at Council: – The fire department honor guard posted colors for the special council meeting that included the swearing in of our new council members and re-elected Mayor. This was the first official posting in the council chambers, and the guard appreciated the opportunity.



Mutual Aid:

Firefighters responded to assist Balcones Heights Fire Department with an apartment fire at 3253 Hillcrest Drive. Firefighters worked to extinguish the fire and limit the damage to the apartment unit that the fire originated from. No injuries were reported and all residents had been evacuated upon our arrival.

EMS Responses:

EMS responded to a total of 109 incidents (2013 - 122). Sixty-eight (68) patients were transported to local hospitals by Leon Valley EMS. Thirty-nine (39) EMS support responses were made.

Other Responses:

Fire crews responded to 10 false alarms, 1 hazardous condition, and 1 good intent call this month.

Department news:

Update on fire station – watch the first concrete pour!: Steel frame is going up on the “House” portion of the new fire station, (the photo on the left was taken early this morning). Firefighters compiled a quick time-lapse video of the first concrete pour and posted it to Youtube. Click the picture or the following link to watch the video.

<https://www.youtube.com/watch?v=Q70NBBxh-x4>



Extrication training: After receiving a vehicle from the automotive shop class at John Marshall High School, Firefighters were able to train together and sharpen their extrication skills during an extensive training session on Thursday May 9th.

Assistant Chief Lawson attends Emergency Management Conference: The conference included 4 days of intensive training in downtown San Antonio. Chief Lawson attended workshops in; Weather warning coordination, Leadership, Use of Social Media, TxDOT and Public Works resource management.

6 Firefighters attend Emergency Driver/Operator certification course!: Continuing with the departments goal to emphasize emergency driver safety, the department was able to secure 6 slots for a 40 hour intensive course. Firefighters Rick Sanchez, Daniel Cano, Gabriel Nerio, Sam Nevils, Ram Cano, and Joseph Valadez attended the course.

Safety training day with Ancira: Firefighters spent a day with employees at the Ancira auto complex teaching fire safety that included demonstrations on fire extinguishers.



Fire department receives approval letter for ASPP! We received our official approval letter for the *Ambulance Service Supplemental Payment Program (ASSPP)*! The ASSPP program allows us to recover funds from underinsured and uninsured patients that the city loses after responding to and managing emergencies. More details to come.

EMS passes inspection from Texas

Department of Health....no violations!

A routine inspection by the Texas Department of Health was carried out on Thursday, May 29th, and we are happy to report the Inspectors found no violations!

In fact, the Inspector stated that we were definitely on the right track and complimented the EMS system in Leon Valley!

Donation by Intertek Research, \$2,000! :

Intertek generously donated \$2,000 to go towards needs for the new fire station currently under construction. Vice President, John Glasser wrote in a letter to the department, "Please accept our contribution of \$2,000 to your station, we appreciate your efforts, quick response time, and continued support".



New lawnmower donated to fire station:

Several businesses that had asked about helping with needs for the new fire station worked as a team and purchased a commercial grade \$2,600 lawnmower! Several of the businesses asked to remain anonymous and we are working towards a special gift, thanking them for their generosity.



New service offered to El Verde Rd. residents by the Fire Department:

Assistant Chief, Bill Lawson visited this week and signed up 36 residents in a new exciting early-alert flood warning program. Now, residents on El Verde and Poss Rd. are included in the text-paging system with the City's flood warning system. Just as emergency staff receives the alerts, If the flood warning system is activated, residents will get immediate notification as well, helping them plan for a flood event.

Donation of mattresses for new fire station:

The fire department received a donation of ten (10) Tempur-pedic Twin CL mattresses from Louis Shanks for the new fire station. The estimated value for this donation is \$6,000.

New t-shirt design for station uniforms: After more than 20 years, the department changed to different color station t-shirt and modern design.



FIRE PREVENTION ACTIVITIES

INSPECTIONS	MAY 2014	MAY 2013	TOTAL 2014	TOTAL 2013
COMMERCIAL BUSINESS	20	22	136	439
INDUSTRIAL	4	0	9	2
PUBLIC BUILDINGS	6	2	19	40
APARTMENTS/HOTEL	1	2	12	32
INSTITUTIONAL	3	1	9	26
SCHOOLS	5	1	11	22
RESIDENTIAL CONTACT	15	10	37	129
COMPANY IN-SERVICE	22	15	112	210
NEW CONSTRUCTION	6	3	31	26
CERTIFICATES OF OCCUPANCY	7	9	44	129
TOTAL INSPECTIONS	89	65	420	1065

Other Activities	MAY 2014	MAY 2013	TOTAL 2014	TOTAL 2013
SUPERVISED FIRE DRILLS	2	1	7	5
LECTURES/DEMOS NUMBER ATTENDED	4 50	2 31	17 307	42 2300
PLAN REVIEWS	3	2	16	30
CITATIONS ISSUED	1	0	1	0
WARNINGS ISSUED	0	0	0	3
COMPLAINTS INVESTIGATED	2	1	7	9
PERMITS ISSUED	0	0	1	16
PERMIT FEES RECEIVED	0	0	\$50.00	\$2,812.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	MAY 2014	MAY 2013	TOTAL 2014	TOTAL 2013
STRUCTURE RESIDENTIAL	0	0	3	7
STRUCTURE COMMERCIAL RESIDENTIAL	0	0	2	5
STRUCTURE COMMERCIAL	0	1	2	2
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	1
VEHICLE FIRE	1	0	6	8
OUTSIDE RUBBISH FIRE	1	3	4	11
SPECIAL OUTSIDE FIRE	0	0	0	3
NATURAL VEGETATION FIRE	1	0	4	2
FIRE, OTHER	0	0	3	10
FALSE ALARM	10	9	52	143
INVESTIGATION OR SPECIAL INCIDENT	1	1	1	2
SERVICE CALL	14	4	49	58
EMS	109	122	409	1159
EMS ASSIST	39	27	194	242
HAZARDOUS CONDITION	1	2	6	23
RESCUE	0	0	4	14
MUTUAL AID	0	0	8	19
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0
GOOD INTENT CALL	1	7	10	53
SEVERE WEATHER OR NATURAL DISASTER	0	1	0	1
TOTAL	178	177	851	1867



Luis Valdez, Fire Chief



**CITY OF LEON VALLEY
FINANCIAL STATEMENT
JULY 2014**



General Fund

	FY 2013-2014 BUDGET		FY 2013-2014 Y-T-D ACTUAL		FY 2012-2013 Y-T-D	
<u>REVENUE</u>						
Ad Valorem	\$ 3,237,200	83.3%	\$ 3,247,242	100.3%	\$ 3,121,233	101.1%
Sales Taxes	1,855,346	83.3%	1,512,093	81.5%	1,240,552	69.2%
Franchise Taxes	707,181	83.3%	580,669	82.1%	533,631	73.5%
Licenses,Permits,Fees,Fines	1,011,551	83.3%	822,739	81.3%	883,205	86.0%
Miscellaneous	138,390	83.3%	174,345	126.0%	340,079	282.8%
TOTAL REVENUE	\$ 6,949,668	83.3%	\$ 6,337,088	91.2%	\$ 6,118,700	90.6%
<u>EXPENDITURES</u>						
Business Office	\$ 154,139	83.3%	\$ 102,059	66.2%	\$ 125,357	75.4%
Finance	221,690	83.3%	171,920	77.6%	162,040	75.6%
Council & Manager	422,832	83.3%	347,895	82.3%	227,914	74.3%
Police	2,296,157	83.3%	1,788,041	78.0%	1,598,403	75.0%
Fire	2,307,468	83.3%	1,855,717	81.0%	1,760,487	80.0%
Public Works	1,212,714	83.3%	985,110	81.2%	806,624	72.6%
Community Development	205,275	83.3%	158,854	77.4%	234,864	75.7%
Economic Development	161,088	83.3%	133,565	82.9%	97,446	78.1%
Special Events	28,000	83.3%	67,450	240.9%	10,557	60.0%
Parks & Recreation	213,266	83.3%	160,240	75.1%	65,343	58.4%
Library	287,199	83.3%	236,932	82.5%	472,926	56.7%
Other Sources/Uses	129,997	83.3%	116,997	-	-	-
TOTAL EXPENDITURES	\$ 7,639,825	83.3%	\$ 6,124,780	80.0%	\$ 5,561,961	73.6%



Water and Sewer Fund

	FY 2013-2014 BUDGET		FY 2013-2014 Y-T-D ACTUAL		FY 2012-2013 Y-T-D	
<u>REVENUE</u>						
Water Sales	\$1,500,000	83.3%	\$1,105,914	73.7%	\$1,099,578	69.1%
Sewer Sales	1,647,000	83.3%	1,350,739	82.0%	1,374,635	85.3%
Connection & Platting	2,500	83.3%	600	24.0%	600	24.0%
Customer Fees	43,300	83.3%	36,940	85.3%	40,686	94.0%
Tapping Fees	16,000	83.3%	12,034	75.2%	11,780	73.6%
Miscellaneous	48,800	83.3%	145,065	297.3%	63,012	129.1%
TOTAL REVENUE	\$3,257,600	83.3%	\$2,651,292	81.4%	\$2,590,291	78.2%
<u>EXPENDITURES</u>						
Business Office	662,323	83.3%	489,023	73.8%	457,305	72.5%
Water System	1,322,683	83.3%	1,065,451	80.6%	817,838	70.7%
Sewer System	1,265,754	83.3%	1,097,170	86.7%	946,168	67.8%
Storm Water	381,581	83.3%	216,426	56.7%	165,188	44.9%
Other Sources/Uses	20,000	83.3%	20,000			
TOTAL EXPENDITURES	\$3,652,341	83.3%	\$2,888,069	79.0%	\$2,386,500	67.2%



Community Center Fund

	FY 2013-2014 BUDGET		FY 2013-2014 Y-T-D ACTUAL		FY 2012-2013 Y-T-D	
REVENUE						
Hotel/Motel Taxes	83,082	83.3%	65,896	79.3%	39,399	91.6%
RENTAL FEES:						
Community Center	48,751	83.3%	38,250	78.5%	36,252	76.1%
Conference Center	34,800	83.3%	22,175	63.7%	27,846	105.4%
Miscellaneous:						
CDBG Grant	-		-		-	
CPS Energy Rebate	-		-		-	
TOTAL REVENUE	\$ 166,633	83.3%	\$ 126,321	75.8%	\$ 103,497	89.1%
TOTAL EXPENDITURES	\$ 188,600	83.3%	\$ 159,624	84.6%	\$ 107,711	74.4%



Street Maintenance Sales Tax

	Actual FY 2012	Actual FY 2013	Budget FY 2014	Actual FY 2014
Revenues	443,738	475,884	457,050	372,647
Transfers In	-	-	-	-
TOTAL REVENUES	443,738	475,884	457,050	372,647
Expenditures	546,311	10,720	955,799	398,313
TOTAL EXPENDITURES	546,311	10,720	955,799	398,313
FUND BALANCE	401,699	866,863	368,114	841,197

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

AD VALOREM TAXES	3,237,200.00	170,374.65	0.00	3,247,242.25	0.00	(10,042.25)	100.31
SALES TAXES	1,855,346.00	144,148.81	0.00	1,512,092.78	0.00	343,253.22	81.50
FRANCHISE FEES	707,181.00	4,177.67	0.00	580,668.92	0.00	126,512.08	82.11
LICENSE, PERMITS, FEES, FINE	1,011,551.00	66,089.95	0.00	822,738.92	0.00	188,812.08	81.33
MISCELLANEOUS	<u>138,390.00</u>	<u>5,198.31</u>	<u>0.00</u>	<u>174,345.43</u>	<u>0.00</u>	<u>(35,955.43)</u>	<u>125.98</u>
TOTAL REVENUE	6,949,668.00	389,989.39	0.00	6,337,088.30	0.00	612,579.70	91.19
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Business Office							

PERSONNEL SERVICES	79,009.00	7,982.38	0.00	55,134.60	0.00	23,874.40	69.78
SUPPLIES	8,230.00	(254.81)	0.00	6,911.58	0.00	1,318.42	83.98
CONTRACTUAL SERVICES	<u>66,900.00</u>	<u>3,555.59</u>	<u>0.00</u>	<u>40,012.74</u>	<u>0.00</u>	<u>26,887.26</u>	<u>59.81</u>
TOTAL Business Office	154,139.00	11,283.16	0.00	102,058.92	0.00	52,080.08	66.21
Finance							

PERSONNEL SERVICES	133,468.00	14,075.95	0.00	111,660.69	0.00	21,807.31	83.66
SUPPLIES	6,800.00	120.21	0.00	4,531.10	0.00	2,268.90	66.63
CONTRACTUAL SERVICES	71,422.00	1,194.01	0.00	54,982.69	0.00	16,439.31	76.98
CAPITAL OUTLAY	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>745.89</u>	<u>0.00</u>	<u>9,254.11</u>	<u>7.46</u>
TOTAL Finance	221,690.00	15,390.17	0.00	171,920.37	0.00	49,769.63	77.55
City Manager & Council							

PERSONNEL SERVICES	207,644.00	28,423.55	0.00	175,745.87	0.00	31,898.13	84.64
SUPPLIES	18,640.00	609.28	0.00	11,807.37	0.00	6,832.63	63.34
CONTRACTUAL SERVICES	<u>196,548.00</u>	<u>20,613.33</u>	<u>0.00</u>	<u>160,342.19</u>	<u>0.00</u>	<u>36,205.81</u>	<u>81.58</u>
TOTAL City Manager & Council	422,832.00	49,646.16	0.00	347,895.43	0.00	74,936.57	82.28

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Police Administration							
PERSONNEL SERVICES	319,979.00	30,698.52	0.00	249,414.15	0.00	70,564.85	77.95
SUPPLIES	6,500.00	530.12	0.00	3,374.46	162.79	2,962.75	54.42
CONTRACTUAL SERVICES	<u>56,971.00</u>	<u>5,870.67</u>	<u>0.00</u>	<u>47,605.14</u>	<u>494.50</u>	<u>8,871.36</u>	<u>84.43</u>
TOTAL Police Administration	383,450.00	37,099.31	0.00	300,393.75	657.29	82,398.96	78.51
Police Crime Prevention							
TOTAL Police Crime Prevention	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Police Patrol							
PERSONNEL SERVICES	1,145,721.00	119,977.64	0.00	938,671.51	486.00	206,563.49	81.97
SUPPLIES	83,400.00	6,906.92	0.00	56,516.87	3,210.28	23,672.85	71.62
CONTRACTUAL SERVICES	<u>9,700.00</u>	<u>455.24</u>	<u>0.00</u>	<u>4,596.31</u>	<u>0.00</u>	<u>5,103.69</u>	<u>47.38</u>
TOTAL Police Patrol	1,238,821.00	127,339.80	0.00	999,784.69	3,696.28	235,340.03	81.00
Police Communications							
PERSONNEL SERVICES	276,193.00	24,130.04	0.00	190,610.26	0.00	85,582.74	69.01
SUPPLIES	2,200.00	0.00	0.00	770.57	179.45	1,249.98	43.18
CONTRACTUAL SERVICES	<u>2,900.00</u>	<u>50.75</u>	<u>0.00</u>	<u>1,467.94</u>	<u>0.00</u>	<u>1,432.06</u>	<u>50.62</u>
TOTAL Police Communications	281,293.00	24,180.79	0.00	192,848.77	179.45	88,264.78	68.62
Police Investigations							
PERSONNEL SERVICES	308,883.00	24,381.59	0.00	223,688.28	0.00	85,194.72	72.42
SUPPLIES	2,600.00	70.85	0.00	664.82	0.00	1,935.18	25.57
CONTRACTUAL SERVICES	<u>5,500.00</u>	<u>98.35</u>	<u>0.00</u>	<u>848.10</u>	<u>0.00</u>	<u>4,651.90</u>	<u>15.42</u>
TOTAL Police Investigations	316,983.00	24,354.09	0.00	225,201.20	0.00	91,781.80	71.05
Police Narcotics TF							
PERSONNEL SERVICES	75,474.00	9,196.63	0.00	65,351.38	0.00	10,122.62	86.59
CONTRACTUAL SERVICES	<u>136.00</u>	<u>9.25</u>	<u>0.00</u>	<u>90.75</u>	<u>0.00</u>	<u>45.25</u>	<u>66.73</u>
TOTAL Police Narcotics TF	75,610.00	9,205.88	0.00	65,442.13	0.00	10,167.87	86.55

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Police Reserves							

TOTAL Police Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Administration							

PERSONNEL SERVICES	216,827.00	20,440.67	0.00	170,690.58	0.00	46,136.42	78.72
SUPPLIES	4,914.00	452.22	0.00	5,475.82	0.00	561.82	111.43
CONTRACTUAL SERVICES	35,346.00	2,391.13	0.00	25,924.91	0.00	9,421.09	73.35
TOTAL Fire Administration	257,087.00	23,284.02	0.00	202,091.31	0.00	54,995.69	78.61
Fire Reserves							

TOTAL Fire Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Operations							

PERSONNEL SERVICES	1,643,875.00	162,585.18	0.00	1,277,801.31	0.00	366,073.69	77.73
SUPPLIES	31,237.00	1,651.37	0.00	17,648.64	740.73	12,847.63	58.87
CONTRACTUAL SERVICES	71,280.00	7,112.95	0.00	73,786.24	0.00	2,506.24	103.52
CAPITAL OUTLAY	190,480.00	164,250.00	0.00	179,335.94	6,170.05	4,974.01	97.39
TOTAL Fire Operations	1,936,872.00	332,296.76	0.00	1,548,572.13	6,910.78	381,389.09	80.31
Fire Prevention							

TOTAL Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire EMS							

SUPPLIES	39,610.00	2,610.59	0.00	17,949.18	2,116.69	19,544.13	50.66
CONTRACTUAL SERVICES	68,576.00	9,138.23	0.00	70,796.96	0.00	2,220.96	103.24
CAPITAL OUTLAY	5,323.00	0.00	0.00	7,280.00	0.00	1,957.00	136.76
TOTAL Fire EMS	113,509.00	11,748.82	0.00	96,026.14	2,116.69	15,366.17	86.46
Public Works M&O							

PERSONNEL SERVICES	671,134.00	68,510.10	0.00	553,410.83	0.00	117,723.17	82.46
SUPPLIES	147,000.00	12,521.25	0.00	122,501.01	724.58	23,774.41	83.83
CONTRACTUAL SERVICES	264,580.00	25,774.69	0.00	208,122.13	0.00	56,457.87	78.66
CAPITAL OUTLAY	130,000.00	0.00	0.00	100,351.04	0.00	29,648.96	77.19
TOTAL Public Works M&O	1,212,714.00	106,806.04	0.00	984,385.01	724.58	227,604.41	81.23

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Public Works Construction							

TOTAL Public Works Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Development							

PERSONNEL SERVICES	105,249.00	12,762.48	0.00	83,811.47	0.00	21,437.53	79.63
SUPPLIES	5,400.00	179.61	0.00	2,708.48	0.00	2,691.52	50.16
CONTRACTUAL SERVICES	94,626.00	6,674.48	0.00	72,334.13	0.00	22,291.87	76.44
TOTAL Community Development	205,275.00	19,616.57	0.00	158,854.08	0.00	46,420.92	77.39
Economic Development							

PERSONNEL SERVICES	119,916.00	12,666.73	0.00	98,187.23	0.00	21,728.77	81.88
SUPPLIES	2,720.00	598.42	0.00	1,752.64	0.00	967.36	64.44
CONTRACTUAL SERVICES	14,403.00	18.22	0.00	9,576.37	0.00	4,826.63	66.49
CAPITAL OUTLAY	24,049.00	(722.17)	0.00	24,049.00	0.00	0.00	100.00
TOTAL Economic Development	161,088.00	12,561.20	0.00	133,565.24	0.00	27,522.76	82.91
Special Events							

PERSONNEL SERVICES	0.00	12,555.55	0.00	12,555.55	0.00	(12,555.55)	0.00
SUPPLIES	28,000.00	30,378.12	0.00	54,894.43	0.00	(26,894.43)	196.05
TOTAL Special Events	28,000.00	42,933.67	0.00	67,449.98	0.00	(39,449.98)	240.89
Parks & Recreation							

PERSONNEL SERVICES	83,766.00	8,498.79	0.00	68,058.81	0.00	15,707.19	81.25
SUPPLIES	15,000.00	1,670.82	0.00	8,092.35	1,495.00	5,412.65	63.92
CONTRACTUAL SERVICES	14,500.00	1,964.74	0.00	14,278.17	0.00	221.83	98.47
CAPITAL OUTLAY	100,000.00	0.00	0.00	69,810.52	17,750.00	12,439.48	87.56
TOTAL Parks & Recreation	213,266.00	12,134.35	0.00	160,239.85	19,245.00	33,781.15	84.16
Library							

PERSONNEL SERVICES	204,591.00	26,971.40	0.00	170,149.98	0.00	34,441.02	83.17
SUPPLIES	23,675.00	3,022.97	0.00	9,554.77	0.00	14,120.23	40.36
CONTRACTUAL SERVICES	38,933.00	2,263.50	0.00	37,416.42	0.00	1,516.58	96.10
CAPITAL OUTLAY	20,000.00	0.00	0.00	19,810.51	0.00	189.49	99.05
TOTAL Library	287,199.00	32,257.87	0.00	236,931.68	0.00	50,267.32	82.50
*** TOTAL EXPENDITURES ***							
=====							
*** TOTAL EXPENDITURES ***	7,509,828.00	892,138.66	0.00	5,993,660.68	33,530.07	1,482,637.25	80.26
** REVENUE OVER (UNDER) EXPENDITURES *							
=====							
** REVENUE OVER (UNDER) EXPENDITURES *	(560,160.00)	(502,149.27)	0.00	343,427.62	(33,530.07)	(870,057.55)	155.32
=====							

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(129,997.00)	0.00	0.00	(116,997.00)	0.00	(13,000.00)	90.00
TOTAL OTHER SOURCES/USES	(129,997.00)	0.00	0.00	(116,997.00)	0.00	(13,000.00)	(90.00)

NET GAIN OR (LOSS)	(690,157.00)	(502,149.27)	0.00	226,430.62	(33,530.07)	(883,057.55)	
=====							

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

MISCELLANEOUS	48,800.00	0.02	0.00	145,065.42	0.00	96,265.42	297.27
WATER SALES	1,500,000.00	124,374.04	0.00	1,105,913.89	0.00	394,086.11	73.73
SEWER SALES	1,647,000.00	147,317.79	0.00	1,350,738.63	0.00	296,261.37	82.01
CONNECTION & PLATTING	2,500.00	150.00	0.00	600.00	0.00	1,900.00	24.00
CUSTOMER FEES	43,300.00	2,989.95	0.00	36,939.87	0.00	6,360.13	85.31
TAPPING FEES	16,000.00	2,122.80	0.00	12,034.32	0.00	3,965.68	75.21
TOTAL REVENUE	3,257,600.00	276,954.60	0.00	2,651,292.13	0.00	606,307.87	81.39
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Business Office							

PERSONNEL SERVICES	540,221.00	52,357.08	0.00	421,248.08	0.00	118,972.92	77.98
SUPPLIES	33,750.00	4,438.39	0.00	15,348.93	0.00	18,401.07	45.48
CONTRACTUAL SERVICES	88,352.00	3,314.89	0.00	52,426.15	0.00	35,925.85	59.34
TOTAL Business Office	662,323.00	60,110.36	0.00	489,023.16	0.00	173,299.84	73.83
Water System							

PERSONNEL SERVICES	331,189.00	34,635.45	0.00	278,527.72	0.00	52,661.28	84.10
SUPPLIES	82,500.00	2,314.04	0.00	46,167.62	499.99	35,832.39	56.57
CONTRACTUAL SERVICES	476,594.00	112,380.87	0.00	431,901.54	0.00	44,692.46	90.62
CAPITAL OUTLAY	432,400.00	92,154.50	0.00	308,353.81	0.00	124,046.19	71.31
TOTAL Water System	1,322,683.00	57,175.86	0.00	1,064,950.69	499.99	257,232.32	80.55
Sewer System							

PERSONNEL SERVICES	127,604.00	11,078.64	0.00	101,176.19	0.00	26,427.81	79.29
SUPPLIES	4,751.00	0.00	0.00	116.33	0.00	4,634.67	2.45
CONTRACTUAL SERVICES	1,133,399.00	114,226.87	0.00	995,877.38	0.00	137,521.62	87.87
TOTAL Sewer System	1,265,754.00	125,305.51	0.00	1,097,169.90	0.00	168,584.10	86.68

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<hr/>							
Construction							

TOTAL Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
Storm Water							

PERSONNEL SERVICES	198,081.00	14,286.61	0.00	114,050.85	0.00	84,030.15	57.58
SUPPLIES	18,500.00	152.39	0.00	3,988.77	4,603.50	9,907.73	46.44
CONTRACTUAL SERVICES	165,000.00	10,027.85	0.00	76,938.68	0.00	88,061.32	46.63
CAPITAL OUTLAY	0.00	500.00	0.00	16,843.81	0.00	16,843.81	0.00
TOTAL Storm Water	381,581.00	24,966.85	0.00	211,822.11	4,603.50	165,155.39	56.72
<hr/>							
*** TOTAL EXPENDITURES ***	3,632,341.00	267,558.58	0.00	2,862,965.86	5,103.49	764,271.65	78.96
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *	(374,741.00)	9,396.02	0.00	(211,673.73)	5,103.49	(157,963.78)	42.15
	=====	=====	=====	=====	=====	=====	=====
<hr/>							
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	100.00
TOTAL OTHER SOURCES/USES	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	(100.00)
<hr/>							
NET GAIN OR (LOSS)	(394,741.00)	9,396.02	0.00	(231,673.73)	5,103.49	(157,963.78)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

710-Community Center
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

TAXES	83,082.00	15,357.46	0.00	65,895.95	0.00	17,186.05	79.31
FEES	<u>83,551.00</u>	<u>6,386.00</u>	<u>0.00</u>	<u>60,425.00</u>	<u>0.00</u>	<u>23,126.00</u>	<u>72.32</u>
TOTAL REVENUE	166,633.00	21,743.46	0.00	126,320.95	0.00	40,312.05	75.81
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Community Center Operations							

PERSONNEL SERVICES	86,670.00	9,241.24	0.00	70,561.18	0.00	16,108.82	81.41
SUPPLIES	10,400.00	0.00	0.00	7,983.68	91.91	2,324.41	77.65
CONTRACTUAL SERVICES	66,530.00	4,420.60	0.00	54,195.12	0.00	12,334.88	81.46
CAPITAL OUTLAY	<u>25,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>26,883.96</u>	<u>0.00</u>	<u>1,883.96</u>	<u>107.54</u>
TOTAL Community Center Operations	188,600.00	13,661.84	0.00	159,623.94	91.91	28,884.15	84.68
Visitor Services							

TOTAL Visitor Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL EXPENDITURES ***							
	188,600.00	13,661.84	0.00	159,623.94	91.91	28,884.15	84.68
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *	(21,967.00)	8,081.62	0.00	(33,302.99)	(91.91)	11,427.90	52.02-
	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	100.00
TOTAL OTHER SOURCES/USES	(20,000.00)	0.00	0.00	(20,000.00)	0.00	0.00	(100.00)
NET GAIN OR (LOSS)							
	(41,967.00)	8,081.62	0.00	(53,302.99)	(91.91)	11,427.90	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JULY 31ST, 2014

720-Street Maintenance Tax
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
Revenues	457,050.00	34,331.17	0.00	372,646.87	0.00	84,403.13	81.53
TOTAL REVENUE	457,050.00	34,331.17	0.00	372,646.87	0.00	84,403.13	81.53
EXPENDITURE SUMMARY							
Street Maintenance Tax							
CONTRACTUAL SERVICES	955,799.00	21,042.00	0.00	398,313.00	0.00	557,486.00	41.67
TOTAL Street Maintenance Tax	955,799.00	21,042.00	0.00	398,313.00	0.00	557,486.00	41.67
*** TOTAL EXPENDITURES ***	955,799.00	21,042.00	0.00	398,313.00	0.00	557,486.00	41.67
** REVENUE OVER (UNDER) EXPENDITURES *	(498,749.00)	13,289.17	0.00	(25,666.13)	0.00	(473,082.87)	94.85
OTHER FINANCING SOURCES (USES)							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET GAIN OR (LOSS)	(498,749.00)	13,289.17	0.00	(25,666.13)	0.00	(473,082.87)	

*** END OF REPORT ***



Leon Valley Police Department
Monthly Report
June 2014

Calls for Service

	June 2014	YTD 2014	June 2013	YTD 2013
Calls for Service	808	5,049	794	4,732
Index Crimes	74	393	65	445
Non-Index Crimes	734	4,656	729	4,287

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

	June 2014	YTD 2014	June 2013	YTD 2013
Suspicious Vehicle	72	431	72	443
Assist the Public/Other Agency	64	358	61	328
Disturbance	44	394	87	436
Violation of City Ordinance	18	92	12	112
Traffic Offenses	24	151	14	155
Burglar Alarm	97	594	107	596
Accidents	66	388	59	339
Criminal Mischief	14	101	24	157
Other	167	1,123	164	952
N-Code 10*	11	34	7	52
N-Code 14**	23	197	20	177
N-Codes	134	793	102	540

* 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 June 2013

Index Crimes

	June 2014	YTD 2014	June 2013	YTD 2013
Burglary	5	45	12	51
Burglary – Motor Vehicle	12	65	11	53
Assault	13	51	5	27
Homicide	0	0	0	0
Rape	1	1	1	2
Theft	39	207	30	265
Theft of Service	2	5	1	9
Vehicle Theft	2	16	3	9
Robbery	0	3	2	4



Leon Valley Police Department Monthly Report

Citations

	June 2014	YTD 2014	June 2013	YTD 2013
Citations Issued	294	2,280	388	2,186

Citations by Selected Categories	June 2014	YTD 2014	June 2013	YTD 2013
Expired License Plates	27	188	33	188
Expired Inspection Certificate	38	369	65	354
No/Expired/Invalid DL	27	211	34	176
No Insurance	46	365	62	387
Ran Red Light	12	69	7	43
Ran Stop Sign	6	46	15	64
Speeding	13	139	23	150

Hazardous vs. Non-Hazardous	June 2014	YTD 2014	June 2013	YTD 2013
Hazardous	31	254	45	257
Non-Hazardous	263	2,026	343	1,929

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.

Arrest

Arrests	June 2014	YTD 2014	June 2013	YTD 2013
Felony Offense	5	25	2	22
Misdemeanor Offense	37	234	31	249
Warrants	9	51	4	38

Investigations

	June 2014	YTD 2014	June 2013	YTD 2013
Assigned	187	1,052	76	670
Arrest/Charges Filed at Large	16	110	27	200
Suspended	39	402	26	170
Closed by Exception	24	157	10	383

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.



Leon Valley Police Department Monthly Report

Communications

Total 911 Calls/ by Source	June 2014	YTD 2014	June 2013	YTD 2013
Total	851	5,199	1,057	6,241
Business	80	386	49	379
Residential	48	285	43	292
Coin	0	15	3	25
Cellular	704	4,430	817	4,061
VOIP/Unknown	12	65	12	744
Abandoned	7	18	133	740

Community Resource Officer

	June 2014	YTD 2014	June 2013	YTD 2013
Violations of City Ordinance	4	38	13	182

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.

	June 2014	YTD 2014	June 2013	YTD 2013
Hours	94	843	135	904
Calls for Service Handled	4	176	30	249
Citations	10	33	10	57

Code Enforcement

The Code Enforcement and Animal Control Officers completed a total of 266 inspections bringing the year to date total to 948.

City of Leon Valley Minutes of the Meeting of the
Community Events Committee

July 16, 2014

The meeting of the Community Events Committee convened at 6:37 p.m. on Wednesday at Leon Valley City Hall, 6400 El Verde, Leon Valley, Texas 78238.

I. ROLL CALL

Present were Chairman, Carlos Vera, Committee and Council member Ricardo Ruiz, Committee members Jackie Walton, Evelyn Scarborough and new members in attendance Cathy Nelson Travis Nelson. Also present was Sylvia T. Gomez, Administrative and Staff Liaison.

II. APPROVAL OF MINUTES

Chairman Carlos Vera motioned for approval of the minutes and Member Jackie Walton seconded the motion. The Committee then moved to accept the meeting minutes of May 21, 2013 as read. The motion was passed.

III. NEW BUSINESS

Councilman Art Reyna was able to secure the Spurs Coyote but City Manager Manny Longoria and Albert Perez of Waste Management will follow-up.

Mike De La Garza of MDL Grand Company, will secure the parade Grand Marshalls of Senator Leticia Van De Putte, State Representative Justin Rodriguez and perhaps the Spurs Coyote as another Grand Marshall. All will be asked to stay for the ceremony after the parade.

Committee member Cathy Nelson asked if the committee had asked for a donation of flags from Dixie Flag Company and would pursue that idea. Staff Liaison Sylvia Irwin advised flags and fans are usually purchased from Oriental Trading Company.

Staff Liaison announced that local resident Dyhanara Rios would be singing the National Anthem at the ceremony. The HEB Buddy, Peter Piper Dinosaur and Baskin-Robins ice cream cone are listed as parade participants. In addition, our media sponsor will be KSAT.

Chairman, Carlos Vera, Committee and Council member Ricardo Ruiz, Committee members Jackie Walton, Evelyn Scarborough, Cathy Nelson and Travis Nelson agreed to a six to eight car club limit but we not turn anyone away at the parade site.

Staff Liaison Sylvia Gomez discussed that the Historical Society would hold a 5K run along with the 4th of July celebration.

A marked trail and inquiry as to parking for the disabled on Poss were concerns.

IV. OTHER BUSINESS

Chairman Carlos Vera threw out dates for our two June meetings of June 2nd or 4th and perhaps June 25th if we should hold our regular event meetings.

Further, a joint meeting between the Community Events Committee and Festival Committee was announced to be held with Mike De La Garza and Director Kristie Flores on Wednesday, June 18, 2014.

V. ADJOURN

A motion to adjourn was made by Chairman Carlos Vera and seconded by Jackie Walton. The meeting adjourned at 7:51 p.m.

CHAIR Carlos Vera

Date 7/16/2014

Staff Sylvia J. Gomez

Date 7/16/2014

Earthwise Living Committee Meeting City of Leon Valley

Date: Wednesday, May 14, 2014
Time: 5:30 PM
Location: Leon Valley Public Works, 6427 Evers, Leon Valley, TX 78240
Staff Liaison: Valerie Siat
Members Present: Thomas Benavides, Rita Burnside, Jean Johnson, Sandra Keller, Mary Key, and Chris Riley
Members Absent: Gene Marck, Shirley Owen, Syl Stein, and Marty Tome

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

a. Meeting called to order at 5:35 PM and Quorum was met.

2. Discuss Final Budget Funds; Purchases.

- a. Valerie provided a copy of the 2014 budget. There is \$980.19 available for the year after expenses.
- b. Purchase options are as follows:
- (1) EWL T-Shirts -> Valerie provided a quote of \$599.40 from "621 SCREEN PRINTING" for the purchase of 60 T-Shirt (5 sizes). Included was a sample of the T-Shirt (Black with the new Leon Valley Logo at the top, the EWL Logo, and the word "EVERYDAY" after "EARTHWISE LIVING DAY". Discussions included moving the Leon Valley Logo to the Sleeve or below the EWL Logo. Valerie will check on the options/costs.
 - (2) EWL Thermal Recycle Bags -> Last order placed was for \$928.18 (quantity data not readily available).
 - (3) Small Tablets with markers and post-it notes -> Chris will check into the pricing and send the data to Valerie.
- c. After discussing the options listed above, the Committee was decided to make a purchase of both the T-Shirts and the Small Tablets. Valerie and Chris will look into the pricing and will send the spending options to committee.
- d. The 2014 available balance must be spent by 9/30/2014. However, purchases must be invoiced by August in order to meet the spending deadline.
- e. The "Thank You Dinner" has not been invoiced. Valerie will check into this matter.

3. Discuss Event for Year 2015.

- a. Next year's EWL Day will be held on 3/7/2014.
- b. Ideas/Discussions for 2015 are as follows:
- (1) Just have a single speaker such as Heloise during EWL Day.
 - (2) Film Festival/Movie Nights.
 - (3) Garden Workshop.
 - (4) Study and resolve the Waste Management issue concerning trash pickup/recycling options.
 - (5) Help the Tree Advisory Board during Arbor Day (11/1/2014) and during the other Tree Giveaways.
- c. Items brought up as a result of the 2015 discussion:
- (1) EWL Meeting Minutes from 2/26/2014 reflected the last preparations prior to the 2014 EWL Day (3/1/2014).
 - (2) Valerie will check into the location of the 2 Rain Barrels donated by "Dave the Rain Barrel Man".

4. Adjourn.

- a. Valerie Siat will retire on June 2, 2014. There is no named replacement for the EWL Staff Liaison.
- b. EWL Committee will be on Summer Break during the months of June and July.
- c. Next meeting will be held at Leon Valley Public Works, 6427 Evers, Leon Valley, TX 78240 on Wednesday, August 13, 2014 at 5:30 PM.
- d. Meeting adjourned at 7:05 PM.

Chairperson or Secretary

Staff Liaison