

SPECIAL CITY COUNCIL WORKSHOP MEETING OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, APRIL 17, 2010

The City Council of the City of Leon Valley, Texas, met on the 17th day of April 2010 at 8:30 a.m. at the Leon Valley City Council Chambers, Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238, for the purpose of the following business, to-wit:

SPECIAL CITY COUNCIL WORKSHOP MEETING - 8:30 A.M.

Call to order.

Mayor Riley called the Special City Council Workshop Meeting to order at 8:45 a.m. and asked that the minutes reflect that the following members of City Council were present: Councilmembers Garcia, Reyna, Baldrige, and Nelson. The Mayor announced that Councilman Dean had an excused absence as he was out of town for Parent's Weekend and unable to attend the meeting.

City Manager Lambert, City Secretary Feutz, City Accountant Wallace, Fire Chief Irwin, Police Chief Wallace, Community Development Director Flores, Public Works Director Vick, Library Director Trent, Economic Development Director Ryan, HR Officer/Assistant City Secretary Caldera, Grant Writer Word, and facilitator Leslie Stephens were also present.

City Council Strategic Planning

Mayor Riley introduced facilitator Leslie Stephens, who had facilitated a strategic plan workshop in 2007 for the city.

Facilitator Leslie Stephens welcomed everyone and recognized members of city committees, commissions, and boards who were present at the meeting as well as members of Council and visitors who represented a property owner group, marketing agent, and a local shopping center manager.

City Manager Lambert stated that in 2007 the City updated their strategic goals and today was another step in updating the goals for the City.

Economic Development Director Ryan presented information on **the #1 Strategic Goal - Economic Development** - "Attract and retain quality businesses that will generate sales tax revenue within the City of Leon Valley."

Objective A: Establish an Economic Development Sales Tax	Done
Objective B: Establish a Street Maintenance Sales Tax Program	Done
Objective C: Promote Business-Friendly Practices	Some done and some ongoing
Objective D: Create, review & enforce codes that impact ED	Some done and some ongoing and some unfunded
Objective E: Increase Educational Training Resources	Some unfunded and some done
Objective F: Promote Leon Valley	Some unfunded and some done

Ms. Ryan highlighted items unfunded such as unique street sign program and explained about the ongoing work being done to retain and attract businesses to Leon Valley. She reported that the City and the Leon Valley Economic Development Corporation have funded a contract with Buxton to provide a valued marketing tool for economic development. She also reported on the local, county, and state agencies that the Economic Development office is working with to promote the City and business in Leon Valley.

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Fire Chief Irwin provided information on **Strategic Goal #2 - Safety and Security** : “Maintain a high level of safety and security for the residential and business community”.

Objective A: Index fire and police staffing and services and equipment To current needs	Some done and some unfunded
Objective B: Review, create and/or modify ordinances And rules that promote a safe environment	Done and ongoing
Objective C: Establish programs for a safe Leon Valley	Done and ongoing

Chief Irwin explained that funding was not available for an ISO audit to improve the ISO rating or for a fire station expansion or relocation study. He highlighted several items from the objectives completed in that last 12-24 months including: the purchase of the new fire truck, ongoing updating of the emergency annexes for emergency management, fire and police studies to analyze and compare staffing and equipment levels to local, state, and national levels, recertification of the EMS program, and expansion of the warrant collection program. Chief Irwin reported on the ongoing programs of CPR classes, fire extinguisher training for business staff, and the neighborhood night out program from the Police Department.

Police Chief Wallace reported on **Strategic Goal #3 - Transportation** - Develop strategies to mitigate traffic congestion and improve travel safety through Leon Valley. He explained that many of the objectives and action items were related to the elevated Loop 410 ramp onto Bandera Road that was under construction for three years.

Objective A: Develop a plan to minimize the impact of Road construction for residents and businesses	70% DONE and 3 action items unfunded
Objective B: Develop and implement a neighborhood	Several were not funded - others DONE
Objective C: Develop a long-term traffic management plan	Unfunded and some done and ongoing

Chief Wallace stated that some unfunded items were studied and found to be cost prohibitive and other actions were taken to help mitigate congestion. He stated that his Department met with TxDOT construction staff on a regular basis during the ramp construction and that TxDOT’s public information officer kept the City informed throughout the construction period of lane closures and construction hours.

City Manager Lambert reported on **Strategic Goal #4 - Infrastructure/Capital Plan** - Effectively manage and improve the City’s infrastructure and capital needs. He explained that the City has a Mission Statement of where we want to go, a Vision Statement of what we want to look like, and the Strategic Plan is the roadmap to getting it all accomplished.

Objective A: Develop a capital acquisition plan that establishes needs and provides framework	Unfunded
Objective B: Develop and encourage city-wide infrastructure	Done and some unfunded

Mr. Lambert explained that the City annually updates and reviews their 5-year capital plan for items that will cost more than \$5,000 and last more than 12 months. He explained that the costs of an engineer to evaluate and analyze needs for expansion and relocated for the Fire and Police departments and city hall have not been funded, but the City continues to fund water right purchases and leases and annually provides the consumer confidence water report. He reported on the Huebner Creek flood control program being funded now by Bexar County. Mr. Lambert reported that the Council funded \$40,000 for city sidewalks and streets and he reported that with the mandated stormwater fees on the city’s water bills, the City will be able to fund stormwater

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projects. He explained that the creek under Bandera Road was lowered a couple of years ago with CIED funds to help with drainage.

Community Development Director Flores presented an overview of the **Strategic Goal #5 - Environmental Sustainability** - to become an environmentally sustainable city through conservation, recycling and education.

Objective A: Develop a water management plan that Addresses conservation quality resources	Done
Objective B: Develop an energy conservation program	Done and ongoing
Objective C: Investigate mass transportation opportunities	Ongoing and unfunded
Objective D: Implement and communicate a full recycling Program for citizens, city and businesses	Done and ongoing
Objective E: Encourage and communicate LEEDS Construction standards	Ongoing
Objective F: Create a citizen and business health and Wellness plan and program	Done and ongoing

Ms. Flores highlighted programs and projects completed such as cardboard recycling, a water conservation ordinance, city park using recycled water, working with the EPA on the Superfund Site, an expanded recycling program in city buildings and at city events, providing water harvesting programs, city wide cleanups twice each year, and the annual Volksmarch program open to the public to encourage a healthier community. She explained with a sustainable plan many of those objectives are ongoing such as work on encouraging recycling and encouraging mass transit components for the City. Ms. Flores reported also on the city's efforts to develop a green building program in Leon Valley like the San Antonio Green Program.

City Secretary Feutz presented an overview of progress on **Strategic Goal #6 - Citizen Involvement** - promote effective communication with and to included the involvement of citizens".

Objective A: Maintain an up-to-date website	Done and ongoing
Objective B: Optimize the use of technology	Unfunded and Done
Objective C: Continue to educate citizens about city Services and volunteer opportunities	Done and some unfunded and some ongoing
Objective D: Promote Neighborhood Enhancement	Unfunded and ongoing

Ms. Feutz highlighted projects done such as on-line credit card payments for utility and court fines, updated website and codified City Code available on line, weekly ENEWS, bi-monthly Lion's Roar, expanded recruitment of city committees, increased National Night Out activities, and the availability of Fire, Police, and Code Enforcement staff members to speak at Homeowners Association meetings. She also highlighted action items that remain unfunded such as expansion of the Library, the Sister City Program, "Live at the Library", welcome packets, and access to webpage directories of local businesses.

Public Works Director Vick presented an overview of progress on **Strategic Goal #7 - Parks, Recreational Green Space and Cultural Opportunities.**

Objective A: Implement Master Park Plan as funding is available within the parameters of the infrastructure plan	Done and some unfunded
Objective B: Increase the size of city park	Done and ongoing
Objective C: Improve public-private partnerships To improve facilities/programs	Done and ongoing

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Objective D: Create, enhance and improve educational and cultural components

Done and unfunded

Objective E: Encourage development of recreational and programs.

Mr. Vick highlighted worked done to increase property purchases for additional park space and increased rentals at the Conference and Community Centers. He reminded the audience of the added recreational components in the park system funded through a donation, City funds and from grant funding such as playground equipment, trails, and additional land. Mr. Vick reported on the continuing program to seek grant funding and thanked the Park Commission for their work on the Master Park Plan.

Facilitator Stephens asked the Council, staff, and audience to break up into small focus groups, with each group assigned to a specific goal of the Strategic Plan's seven goals. She invited everyone to pick two Strategic Plan Goals to attend to provide ideas during the open discussion period.

After group discussions, the groups met together again in the Council Chambers to provide summaries gathered from the input into each Strategic Plan Goal focus group.

Strategic Plan Goal #1 - Economic Development recommendations were reviewed by Economic Development Director Ryan:

- City logo/City "I.D."/ Branding campaign
 - Town Center/Town Square
 - Street Signs
- Monument signs/Entry ways
- City Incentives
 - TIF (Tax Increment Financing)
 - TIRZ (Tax Increment Redev. Zone)
 - NCR (Neighborhood Community Revitalization)
 - PID (Public Improvement District)
- Signage Improvements
- Code Enforcement for vacant lots
- BR & E Sales Tax Revenue Increase
- Bandera Corridor Improvement and Access
- Develop Bandera Corridor "Vision Plan"
 - Bring forth to VIA and ARMA
 - Access by patrons to Businesses(example: Lacks)
- Crossway Center Improvements
 - Mom & Pop Businesses
 - Lost 5 tenants---need city flexibility
 - "Business friendly"
- Coordination between departments by guidelines
- Enhance "Shop Local" Program
- Land Acquisition ("control property")
- Directory of vacant property (Link SAEDF)
- Fiesta Dodge development
- Town Center
- Public/Private Partnerships (example: Dallas/Kroger library)
- Library in high profile area- Town Center (increase grant eligibility)
- Shop Local- survey businesses (description/ category; business directory; what "leakage"?)
- Fully explore NDC funding
 - Alamo Community College District training sites
 - i.e. Avance (NDC)
 - Town Center (ARRA grants)
- Landscaping and lighting/streetscaping
 - STEP grant-TXDoT
- Utilize IEDS Training/Workshops
 - Retainer (C.E.D.) to train in house
- A specific "attraction"
 - L.V. "Eagle" train ride for families
 - NW Little League
 - Lake in wilderness
 - 24 hr "zone"
- Consider property acquisition of San Antonio area by 410---like Windcrest/Rackspace
- Improve Seneca Plaza (gateway to city)
 - EDC
- Design and build photogenic background setting along cemetery fence facing Conference Center - possible contest
- Consider Economic Development Sales Tax increase by 1/8%

Strategic Plan Goal #2 - Safety and Security recommendations were reviewed by Fire Chief Irwin:

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- Storage
- Relocation/training area (part of Town Center/Reuse Plan)
- NIMS compliance training (all staff)
- Capital Plan
 - Replacements -1977 Brush Truck
 - 1981 Fire Engine
- Additional personnel (stimulus money availability)
- Forfeiture spending availability vs. Funding for department needs
- Comparative study to include retention tools (staffing levels, pay scale study, etc.)
- Educational programs (burglar proof homes, etc.) even via City home page
- Consider movement of administrative offices and leave fire/police in current location

Strategic Plan Goal #3 - Transportation recommendations were reviewed by Police Chief Wallace:

- Limited connector roads west of Bandera
- Synchronization of lights with City of San Antonio
- Better signage on Loop 410 for Bandera exits
- Continue working with VIA on mass transit and associated ED benefit
- 4-way stop at Forest Meadow
- Working with VIA on people friendly scheduling
- Work with TxDOT on making Bandera pedestrian friendly (Bandera crossover)

Strategic Plan Goal #4 - Infrastructure/Capital Plan recommendations were reviewed by City Manager Lambert

- Police and Fire Department (renovate/relocate/ or expand) with administrative office consideration
- Library expansion
- El Verde Park
- Bandera Road beautification
- Fire Truck purchase
- Fences along Huebner and Evers -
 - Aesthetics and soundproofing from traffic
 - Property owner cooperation to exchange property for provided soundproofing fence
- Huebner Onion Homestead /Museum/Library sponsoring Texas authors and musicians - become tourist spot
- Lake with fountain at Huebner Creek/Bandera or at Evers/Library
- Reauthorize Street Maintenance Sales Tax 2011

Strategic Plan Goal #5 - Environmental Sustainability recommendations were reviewed by Community Development Director Flores:

- Objective A - Water Management
 - Continue to explore water harvesting program - city facilities and rollout to community - consider grant funding
 - Exact reuse program by EPA - of lands within water contamination plume
 - Continue to look at recycled water for City Hall (Bandera Road beautification, cistern use, green roofs)
 - Key businesses used to launch program
 - Tree planning/beautification to use recycled water
 - Use of permeable products for construction(look at "complete streets program", permeable "green alleys")
- Objective B - Energy Conservation
 - More goal (short-term) dates for "El Verde by 2020" plan
 - Continue to be current with successful recycling programs and bring them to Leon Valley (i.e., zero

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- waste)
 - Leaf harvesting/composting (“Don’t bag it” program)
 - Investigate LES (optimizing electrical systems for savings)
- Objective C - Mass Transportation
 - Continue advocating for bus rapid transit (BRT)
 - Hybrid fleet (city conversion)
 - Work with MPO for walkable community - Huebner/Evers/Grissom
- Objective D - Recycling
 - Expand recycling into park/public areas
 - Work with Waster Management for program for businesses/shopping centers/apartment complexes
 - Research 1-day per week trash/recycling (automated) large 55 gallon containers
 - Better communication with committees to have elements of “green”
- Objective E - LEEDS Construction Standards
 - Team with Build Green SA and provide incentives to businesses to encourage it
 - Inform public/businesses regarding rebates/enews/LV library sources for green information
 - Look at new LEED standards for neighborhoods, Austin Energy, and AIA suggestions
- Objective F - Health and Wellness
 - Wellness essential to future
 - Positive perspective spin (Proclamation “Going Bananas for Health”)
 - Structured Program
 - Create citizen committee for health grant eligible for state program
 - Food standards for events (healthy alternatives)

Strategic Plan Goal #6 - Citizen Involvement recommendations were reviewed by City Secretary Feutz as follows:

- Coordinate synergies of committees for events
 - Keep Trade and Market Days - community builder
 - Communication between committees to learn how committee activities can share expertise and assistance
 - Family community encourages family fun events
- Continue Communications
 - ENews - get the word out how to subscribe
 - Lion’s Roar - highlight event news
 - Booths at community events to advertise city news and general city information
- Expand Sister-City Program
 - Possible New Committee?
 - Renew ties
- Big Event - City-wide
 - Public/Private partnerships
 - Historical Society of Leon Valley - Pioneer Day with Onion House with NISD Education Foundation, and others
- Leadership Program - Promote and foster young civic interest
 - High school and middle school - target audience
 - Youth Leadership Program for a day for Honor Society
- Community Involved Event Committees
 - Coordinate synergies
 - Well advertised
 - Community building

Strategic Plan Goal # 7 - Parks, Recreational Green Space and Cultural Opportunities recommendations were presented by Public Works Director Vick as follows:

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- Fund new pavilion, BBQ, tables, picnic tables, bleachers
- Purchase 1 acre lot beside parking lot
- Shade over bleachers
- Develop Shadow Mist and new purchases and communicate with City of San Antonio
- Repair access to park/Poss washout
- Plan trees/flowers to beautify area
- Communicate with City of San Antonio
- Trail system/Zen garden and beautification
- Addition of art to library/conference center/community center/ and or park
- Pocket parks, small community areas
- Check dugouts
- Cultural and education programs at the library

Mr. Lambert stated that now that suggestions have been made, work will begin to put in action items with goals to finish the update for the Strategic Plan.

Facilitator Leslie Stephens thanked everyone for their input.

Mayor Riley thanked everyone - City Council, the City Manager, staff, and all the citizens for coming to the workshop.

No action or votes were taken by Council.

Adjourn.

Hearing no further comments or business and no objections, Mayor Riley announced the meeting adjourned at 12:04 p.m.

Mayor Chris Riley

ATTEST:

Marie, City Secretary

Approved by unanimous vote of City Council at the Regular City Council Meeting of May 4, 2010.