

NOTICE OF PUBLIC MEETINGS

AGENDA

LEON VALLEY CITY COUNCIL MEETINGS

**TUESDAY, APRIL 17, 2012, 5:30 P.M.
LEON VALLEY CITY HALL, CITY COUNCIL CHAMBERS
6400 EL VERDE ROAD, LEON VALLEY, TEXAS 78238**

SPECIAL MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 5:30 P.M.

- 1. Call the City of Leon Valley Special City Council Meeting to Order and Determine a Quorum is Present. (Mayor Riley)**
 - 2. Executive Sessions in Accordance with the Texas Government Code**
 - A.** The City Council of the City of Leon Valley will Convene in Executive Session Pursuant to Section 551.071(1)(A)&(B), Consultation with Attorney, Regarding Pending or Contemplated Litigation, The Elijah Group v. the City of Leon Valley, Civil Action # SA-08-CV-0907 OG NN, M&C # **04-01-12**, and
 - B.** The City Council of the City of Leon Valley will Convene in Executive Session, Pursuant to Section 551.071(2), Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Regarding the Specific Use Permit Case # 2012-270, a Request by Barry Williamson, Applicant and Property Owner, for a Specific Use Permit to Construct and Operate an "Office" Specifically a Department of Public Safety Driver's License Mega-Center Adjacent to an R-1 (Single-Family Dwelling) Zoning District," on a B-2 (Retail) Zoned Property, in the 7400 Block of Huebner Road, Being 3.4 Acres of a 5.3 Acre Tract in the Sustainability Overlay, M&C # **04-02-12**.
 - C.** The City Council of the City of Leon Valley will Reconvene into Open Session.
 - D.** The City Council will Consider Any Possible Actions Resulting from the Executive Sessions.
 - 3. Adjourn.**
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REGULAR MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 7 P.M.

- 1. Call the City of Leon Valley Regular City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance. (Mayor Riley)**
- 2. Motorcycle Safety and Awareness Month Proclamation. (Mayor Riley)**
- 3. Briefing by Alamo Area Council of Governments (AACOG) Executive Director Dean J. Danos Regarding Programs and Activities Administered by the AACOG.**
- 4. Commemoration of the Sesquicentennial (150th) Anniversary of the Historic Huebner Homestead and the 60th Anniversary of the City of Leon Valley Proclamation. (Mayor Riley)**

5. **Employee Presentation Award for 25 Years of Service to Greg Linsten. (Mayor and City Council)**
6. **Presentation of the Annual Report by the Historical Society of Leon Valley, Darby Riley, President.** *This agenda item will allow the City Council to receive an annual report from the Leon Valley Historical Society (LVHS) by Darby Riley, LVHS President.*
7. **Citizens to be Heard and Time for Objections to the Consent Agenda.**
"Citizens to be Heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council for which the subject was not posted on the agenda of that meeting, the Council may receive the information, but cannot act upon it at that meeting. They may direct staff to contact the requestor or request that the issue be placed on a future agenda for discussion by the Council.

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

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

8. **Consider Approval of the Meeting Minutes of the April 3, 2012 Leon Valley Regular City Council Meeting.** *This agenda item will allow the City Council to consider approval of the draft minutes of the Leon Valley Regular City Council Meeting of April 3, 2012. (Willman)*
9. **Consider Approval of Final Acceptance of Public Improvements, a Request by Diamond Shine, LLC, Property Owner, for an 8" Sanitary Sewer Main Extension, Being Along the Frontage of Lot 6, Block 2, North Valley Ryan Subdivision and of the Bandera Retail Subdivision, Being Lot 2, CB4446, at 7212 Bandera Road, M&C # 04-03-12.** *This agenda item will allow the City Council to consider final approval of the public improvements described as an 8 inch sanitary sewer main extension across easements along frontage of Lot 6, Block 2, North Valley Ryan Subdivision & Lot 2, Bandera Retail Subdivision, being Lot 2, CB4446, at the Diamond Shine Car Wash located at 7212 Bandera Road, by Diamond Shine, LLC, Applicant. (Flores)*
10. **Consider Action on M&C # 04-04-12, Approving Quarterly Investment Report for January 1, 2012 through March 31, 2012.** *This agenda item will allow the City Council to receive the Quarterly Investment Report for the Period of January 1 through March 31, 2012. (V. Wallace)*
11. **Consider Action on M&C # 04-05-12, Appointing a Member to the City's Boards, Committees, and Commissions: the Zoning Commission.** *This agenda item will allow the City Council to consider making appointments to the City's Boards, Committees, and Commissions by minute order. (Mayor Riley)*

Regular Agenda

12. **Consider Action on M&C # 04-06-12, Authorizing the City Manager to Negotiate and Enter into an Agreement with CPS Energy to Terminate the Community Infrastructure & Economic Development (CIED) Fund Program and Transfer Funds in the Amount of \$1,519,671.61 to the City of Leon Valley.** *This agenda item will allow the City Council to consider authorizing the City Manager to negotiate and enter into an agreement with CPS Energy to terminate the Community Infrastructure & Economic Development (CIED) Fund Program and transfer funds in the amount of \$1,519,671.61 to the City of Leon Valley.* (Longoria)
13. **Discuss and Consider Action on M&C # 04-07-12, Authorizing the City Manager to Renew Gallagher Benefit Services' Contract for Insurance Agent of Record for the City's Employee Group Insurance Plans.** *This agenda item will allow the City Council to consider authorizing the City Manager to renew the contract with the City's current Insurance Agent of Record, Gallagher Benefit Services, for the City's Employee Group Insurance Plans.* (Caldera)
14. **Consider Action on M&C # 04-08-12, Authorizing the City Manager to Negotiate and Execute an Engagement Contract with Thompson, Williams, Biediger, Kastor & Young, an External Independent Certified Public Accounting Firm to Provide Audit Services to the City of Leon Valley on an Annual Basis for Five Years Starting with the Fiscal Year that Ends on September 30, 2012.** *This agenda item will allow the City Council to consider authorizing the City Manager to negotiate and execute an Engagement Contract with Thompson, Williams, Biediger, Kastor & Young, an External Independent Certified Public Accounting Firm to Provide Audit Services to the City of Leon Valley on an annual basis for a five year period starting with the audit for the Fiscal Year ending on September 30, 2012.* (V. Wallace)

Discussion Agenda

15. **Discuss the Plan for the Operation of the City Swimming Pool for the 2012 Summer Season, M&C # 04-09-12.** *This agenda item will allow the City Council to receive an updated report and discuss the plan for the operation of the City Swimming Pool, located on Grass Valley, for the 2012 Summer Season.* (Vick)
16. **City Manager's Report.** (Longoria)
 - A. **Informational updates, as may be required**
 - B. **Monthly Departmental Reports.**
 - C. **Financial Statement for the Month of March 2012.** (V. Wallace)
 - D. **City Council/City Manager Retreat/Work Session, May 18, 2012 at 9 a.m. at the Kinman House, 6417 Evers Road, Leon Valley, 78238.**
 - E. **Town Hall Meeting, April 28, 2012 at 9 a.m. at City Hall, 6400 El Verde Road, Leon Valley, 78238, with City Hall Tours immediately following.**
 - F. **Approved Minutes of City-Affiliated Boards, Committees, and Commissions.** *This agenda item will allow the City Council to review the work of City-affiliated boards, committees, and commissions through the publication of approved meeting minutes on an ongoing basis.*
 - (1) BOMA, Leon Valley Business Owners' and Managers' Association Meeting Minutes of March 13, 2012 Meeting.
 - G. **Future Agenda Items.**
 - (1) Update and Presentation on Architectural Design of the Children's Wing Expansion of the Leon Valley Public Library. (Richard Mogas, Architect),

May 1.

- (2) Canvass the Results of the May 12, 2012 General and Bond Elections, Friday, May 18, 2012, 9 a.m. Special City Council Meeting.

17. Citizens to be Heard.

18. Announcements by the Mayor and Council Members.

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

Community Events:

May 19: Annual Pet Parade, 10 a.m. – 12 Noon, Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78238.

May 20: Taste of Leon Valley, 2 p.m. - 6 p.m., Leon Valley Community & Conference Centers, 6421 & 6427 Evers Road, Leon Valley, Texas 78238.

Executive Session

- 19.** 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).
- 20. Adjourn.**

I hereby certify that the above NOTICE OF PUBLIC MEETINGS AND AGENDA OF THE LEON VALLEY CITY COUNCIL were posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on April 12, 2012 by 6:00 p.m. and remained posted until after the meeting hereby posted concluded. This notice was likewise posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours ahead of the meeting. To make arrangements call (210) 684-1391, Ext. 216.




Janie Willman, City Secretary

Agenda Item 2.A. Special Meeting

MAYOR AND COUNCIL COMMUNICATION

DATE: April 17, 2012
M&C #: **04-01-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT:

The City Council of the City of Leon Valley will Convene in Executive Session Pursuant to Section 551.071(1)(A)&(B), Consultation with Attorney, Regarding Pending or Contemplated Litigation, The Elijah Group v. the City of Leon Valley, Civil Action # SA-08-CV-0907 OG NN.

PURPOSE

The City Council will be briefed in Executive Session regarding the status of Pending Litigation in the matter of The Elijah Group by Attorney Lowell Denton of Denton, Navarro, Rocha & Bernal, P.C.

S.E.E IMPACT

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

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

Environmental Stewardship – Not applicable

FISCAL IMPACT

None at this time.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

Agenda Item 2.B. Special Meeting

MAYOR AND COUNCIL COMMUNICATION

DATE: April 17, 2012
M&C #: **04-02-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT:

The City Council of the City of Leon Valley will Convene in Executive Session Pursuant to Section 551.071(2), Consultation with Attorney on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551, Regarding the Specific Use Permit Case # 2012-270, a Request by Barry Williamson, Applicant and Property Owner, for a Specific Use Permit to Construct and Operate an "Office" Specifically a Department of Public Safety Driver's License Mega-Center Adjacent to an R-1 (Single-Family Dwelling) Zoning District," on a B-2 (Retail) Zoned Property, in the 7400 Block of Huebner Road, Being 3.4 Acres of a 5.3 Acre Tract in the Sustainability Overlay.

PURPOSE

The City Council will be briefed in Executive Session by City Attorney Mick McKamie, McKamie Krueger, L.L.P.

S.E.E IMPACT

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

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

Environmental Stewardship – Not applicable

FISCAL IMPACT

None at this time.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary



A PROCLAMATION

WHEREAS, motorcyclists are roughly unprotected and therefore more prone to injury or death in a crash than other vehicle drivers; and

WHEREAS, campaigns have helped inform riders and motorists alike on motorcycle safety issues to reduce motorcycle related risks, injuries, and most of all, fatalities, through a comprehensive approach to motorcycle safety; and

WHEREAS, it is the responsibility of all who put themselves behind the wheel, to become aware of motorcyclists, regarding them with the same respect as any other vehicle traveling the highways of this country; and it is the responsibility of riders and motorists alike to obey all traffic laws and safety rules; and

WHEREAS, urging all citizens of our community to become aware of the inherent danger involved in operating a motorcycle, and for riders and motorists alike to give each other the mutual respect they deserve;

NOW THEREFORE, I, CHRIS RILEY, MAYOR, of the City of Leon Valley, on behalf of the City Council, do hereby proclaim the month of May, as Motorcycle Safety and Awareness Month in this City. Further, I urge all residents to do their part to increase safety and awareness in our community.

Signed by my hand on this 17th day of April, 2012.

Chris Riley, Mayor





PROCLAMATION LEON VALLEY DAYS 2012

Whereas, 2012 marks the 60th anniversary of the incorporation of the City of Leon Valley, Texas, a jewel of a city in Bexar County; and

Whereas, 2012 marks the 150th anniversary of the Historic Huebner-Onion Homestead and Stagecoach Stop, a Texas Landmark, listed in the National Register of Historic Places; and the former family home of community founders and leaders; and

Whereas, it is fitting and proper to officially recognize these milestone events in the history of our vibrant community; and

Whereas, it is fitting and proper to officially recognize the civic and public celebrations which will commemorate the occasion at the Leon Valley Community Center and Raymond Rimkus Park; and

Whereas, it is fitting and proper to officially encourage the pride all Leon Valley citizens feel about the unique history, heritage, multiculturalism and community activism that is at the heart of our city; and

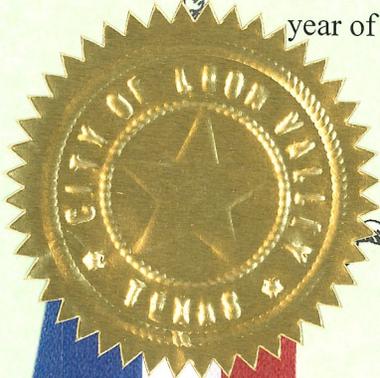
Whereas, the City of Leon Valley and the Leon Valley Historical Society will partner together to organize these celebrations;

NOW, THEREFORE, I, Chris Riley, Mayor of the City of Leon Valley, Texas, do hereby proclaim October 19 through October 20, 2012 to be

LEON VALLEY DAYS NEW HISTORY IN THE MAKING

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Leon Valley on this seventeenth day of April in the year of our Lord two thousand twelve.

Chris Riley, Mayor



Employee Service Award - 25 Years of Service

Greg Linsten began his employment with the City of Leon Valley as a Patrol Officer in January 1987.

In 1995, he was promoted to Sergeant, and in 1999, Mr Linsten transferred to Criminal Investigation Department.

Mr. Linsten has a Master Peace Officer certification and is described by his supervisor as very meticulous detective. He provides leadership in the Police Department and is looked upon by his peers for guidance.

The City is very grateful to Greg for his 25 years of service.



Dedicated to preserving our history and heritage through education and research

April 11, 2012

Board of Directors

Darby Riley
President

Honorable Chris Riley
Mayor
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238-2399

Hon. Jack Dean
Council Place 4
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238-2399

Irene Baldrige
Vice President

Pam Weatherford
Recording Secretary

Mark Eisenhower
Corresponding Secretary

Hon. Kathy Hill
Council Place 1
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238-2399

Hon. Paul K. Biever
Council Place 5
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238-2399

Barbara Fryer
Treasurer

Carol Poss
Memorial Trust Officer

Shirley Owen
Archivist

Hon. Arthur Reyna
Council Place 2
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238-2399

Hon. Manuel Longoria, Jr.
City Manager
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238-2399

Advisory Board

John Gaines

Frank Onion

Joyce Dorrycott

Bonnie Ellison

Cindy Smith

Hon. Irene Baldrige
Council Place 3
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238-2399

Dear Mayor Riley, Members of the City Council and City Manager Longoria:

In 2000, at the request of the City of Leon Valley, the Leon Valley Historical Society ("LVHS") accepted the deed to the historic Huebner-Onion Homestead, on .58 acres, from InTown Suites, as part of the transaction by which the City purchased the rest of the 36-acre Huebner-Onion property. The idea was that it made more sense for a volunteer non-profit, like the LVHS, which had worked hard to save the historic building and the land, to restore the Homestead, than for the City to do so.

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In 2005, the city council approved a 10-year, \$1.00 a year lease to LVHS of the 36-acre tract. Since then, LVHS has maintained the property as an increasingly popular Natural Area and wildlife refuge, open to the public 7 days a week, at virtually no cost to the City. In accordance with the lease, LVHS has created and maintained a simple primitive trail on the perimeter of the property. Moreover, LVHS has continuously maintained liability insurance on the Natural Area, and has provided annual reports on its activities, including surveys of wildlife, gathering of archeological and historical artifacts and fossils, and conducting numerous volunteer cleanups of the acreage. We have also regularly provided historical/nature tours for scouts and others, and this educational effort has tremendous potential for expansion. We have participated in several Volksmarches and last year sponsored a 5k run/walk through the Natural Area. We are grateful for the City's continued confidence in entrusting the Natural Area to us.

We are in the process of developing the Master Plan for the Homestead restoration through two of the top historical architects in the state, Carolyn Petersen of Ford, Powell & Carson, and Sue Ann Pemberton of Mainstreet Architects. The Master Plan should be completed in the next few months. We will then embark on a capital campaign to raise the funds for restoration, using the Master Plan to persuade major donors to support us.

As all Leon Valley's city planners and consultants have recognized over the last 15 years, the Huebner-Onion complex is an important community asset, with its combination of preserved history and preserved nature in a densely developed urban area. The uniqueness of the site is in the combination. The restored 1862 Homestead, without the beautiful one mile nature trail, and the Joseph Huebner gravesite, would not be nearly as attractive to visitors as would the Homestead with the land. It makes sense to keep the original Huebner-Onion Homestead property together as a unit, so that it can become the important community history and nature center which the citizens envisioned years ago.

The ongoing partnership between the LVHS and the City with respect to the completion of the Huebner-Onion complex also makes sense for both parties. The City benefits because the 501(c)(3) non-profit can raise funds which the City cannot, and can gather the necessary volunteers and experts which the City is not equipped to assemble. LVHS benefits because the City's support is very important to induce donors to provide the funds; and because, as recognized by the lease, sometimes the help of the City's Public Works Department is needed to

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repair a trail, and sometimes the help of the Leon Valley police force is needed to help visitors cross Bandera Road to visit the site for events.

This is to request the continuation of that successful partnership in several specific and immediate ways:

1. Extension of 10-year lease to 2025. LVHS requests a 10-year extension on its lease, which currently expires in 2015 (copy attached at Tab 1). This will enable LVHS to show the City's continued support for the history/nature educational center concept to major donors. LVHS and its architects believe this expression of confidence and cooperation by the City will greatly strengthen our hand in the upcoming capital campaign for Homestead restoration.

2. Beautification of Bandera Road frontage portion of Natural Area.

a. Deed of additional ½ acre. LVHS requests that the City deed to it an estimated ½ acre of the Bandera Road frontage adjacent to the Homestead (boundaries to be surveyed) which will unite the farm outbuildings/sheds with the other buildings on the Homestead property. *See* attached plat with estimated boundary (Tab 2). We would then work for installation of a new fence to encompass the enlarged boundary.

b. Request for help with architectural fees. We have cleared out the fallen or collapsed farm shed on the Bandera Road frontage at the City's request and we will continue to cooperate with the City in beautifying the frontage for visitors. The City has paid half the \$1,500 contractor cost of dismantling the shed and storing it for later reconstruction.

However, before dismantling we were compelled to take our architects' advice that we should follow best practices by documenting the location and construction of the dismantled shed, consistent with the Secretary of the Interior's standards for historic preservation.

Attached is a copy of the architectural report on the shed structure (Tab 4). This thorough and professional job will help LVHS when we begin the restoration fundraising. Although Sue Ann Pemberton generously donated her time for this report,

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her staff time resulted in a charge of \$4,803.75 (Tab 3). We request the City share one-half of this total, amounting to \$2,400.00. Support from the City for one-half the cost of this report will be greatly appreciated and of great assistance to LVHS. This report was an unplanned but necessary expense outside the \$67,000 the LVHS has set aside for the historic site assessment and Master Plan. If the City disburses the \$2,400.00 amount we request, the LVHS will turn to the San Antonio Conservation Society ("SACS") for a matching grant in the amount of \$2,400.00 to cover the other one-half of the invoice. We are confident that the SACS will look favorably on a public-private partnership between the City and the LVHS and grant the balance needed, based upon our longstanding history of generous but occasional support from SACS.

3. Co-operation on Founders Day Celebrations. LVHS requests staff and other help from the City, as partners in the Founders Day celebrations, scheduled for Friday, October 19, 2012 (annual fundraising dinner for the LVHS at the Community Center) and Saturday, October 20, 2012 (3:00-8:00 p.m. festival in the park and conference center grounds). The planning committee, which includes council members Baldrige and Hill, is trying to make this celebration of the sesquicentennial (150th anniversary) of the Homestead, and the diamond (60th) anniversary of the City's incorporation into a very big event.

Please feel free to call me at (210) 225-7236 or (210) 681-5889 if you have any questions or if you wish to discuss any aspect of these requests. Thank you for your consideration.

Very truly yours,



Darby Riley
President

DR/me
Attachments

LEASE AGREEMENT

THE STATE OF TEXAS §

COUNTY OF BEXAR §

KNOW ALL MEN BY THESE PRESENTS

This LEASE AGREEMENT (the "Lease") is made this the 15 day of ~~March~~ ^{April}, 2005, between the CITY OF LEON VALLEY, (the "Lessor") whose address is 6400 El Verde, Leon Valley, Texas 78238, and the HISTORICAL SOCIETY OF LEON VALLEY (the "Lessee"), a non-profit corporation incorporated under the laws of the State of Texas, whose address is P.O. Box 380644, San Antonio, Texas 78268-7644.

WITNESSETH, that the Lessor does by these presents LEASE and DEMISE unto the Lessee, that tract of land consisting of about thirty seven acres identified as Lot 8 of the amended Intown Suites Bandera Road subdivision as recorded in volume 9545, page 119-122 of the Deed and Plat Records of Bexar County (the "PROPERTY").

This lease shall contain the following terms:

1. **INITIAL TERM** - This lease shall be for an initial term of 10 years beginning on the day both parties have agreed to execute the document as shown on the signatory page of this lease.
2. **PAYMENTS** - Payment for the initial term of the lease shall consist of \$10.00 and other good and valuable services provided by the Lessee to Lessor in execution of conditions and purposes.
3. **RENEWALS** - At least ninety days prior to expiration of the initial or subsequent renewal term of the lease, Lessee may request that Lessor extend the lease for an additional term. Said option may only be exercised by written request of Lessee's authorized representative to Lessor. Said request must be received not less than ninety (90) days prior to expiration of the term.
4. **BURDENS ON PROPERTY** - Upon termination or expiration of any lease term, Lessee shall deliver the **PROPERTY** to Lessor free and clear of legal or financial liens, burdens or obligations that may have been incurred by Lessee during the term of the lease.
5. **PURPOSES** - The **PROPERTY** shall be used solely to accomplish the mission of the Lessee, that is to provide a nature center and promote conservation of natural resources through education and conservation management activities as set forth in the Huebner Creek Natural Area/Huebner-Onion Homestead Master Plan included herein.
6. **LEASE INTENTION** - The lease is intended to assist in furthering the cause of restoration of the Huebner/Onion house as a historical monument and in furthering the management of the natural area as an important public, cultural, and natural resource to further the other goals as stated in paragraph five above. Lessee shall provide regular reports describing progress in this regard and must matriculate toward this goal.

7. **SUBLEASES** - Lessee shall not sublet the **PROPERTY**, or any part thereof, to any person or persons whatsoever, without prior written authorization from the Lessor. Any such attempt to sublet shall be considered Null and Void and a violation of the terms of this agreement.
8. **USE FEES** - Lessee shall not be entitled to charge use fees to the public for use of the **PROPERTY**. Donations may be collected however to further the purposes of this Lease. Nothing in this agreement prohibits the Lessee from charging fees for access or use of other properties owned by Lessee.
9. **OWNERSHIP** - Upon termination or expiration of the Lease, improvements remaining on the **PROPERTY** shall remain with the **PROPERTY** and shall thereafter belong to Lessor. Personal property remaining on the **PROPERTY** upon expiration or termination of the Lease shall become the property of the Lessor.
10. **LIABILITY INSURANCE** - Lessee shall maintain liability insurance on the **PROPERTY** in the amounts and type required by the City for the protection of the City as follows:
 - a. The Lessee shall bear, at its own expense, general liability insurance in the amount of five hundred thousand dollars (\$500,000). From time to time, the Lessor may require the lessee to maintain a greater or lesser amount of such insurance coverage or to carry another type of insurance coverage. In such event, the lessor shall provide the lessee with written notice of any change in the required insurance coverage; the Lessee shall obtain such coverage within thirty (30) days of its receipt of such notice from the Lessor.
 - b. Any and all insurance required hereunder shall name the Lessor as a co-loss payee and additional insured. In addition, the Lessee shall provide the Lessor with a copy of each insurance policy required hereunder along with proof that all premiums for each such policy or policies shall have been paid by the Lessee.
 - c. The Lessor shall not be liable to Lessee's employees, agents, invitees, licensees or visitors, or to any other person, for any injury to such person or damage to property on or about the Premises caused by the negligence or misconduct of lessee, its agents, servants, or employees, or of any other person entering upon the Premises or property under the express or implied invitation of the Lessee.
11. **INDEMNIFICATION** - The Lessor shall not be liable to Lessee's employees, agents, invitees, licensees, or visitors, or to any other person, for any injury to such person or damage to property on or about the **PROPERTY** caused by the negligence or misconduct of lessee, its agents, servants or employees, or of any other person entering upon the **PROPERTY** under the express or implied invitation of the Lessee or caused by structures, buildings signs, additions, improvements, displays and other items becoming out of repair, or the failure or cessation of any service provided by Lessor. The Lessee agrees to **INDEMNIFY AND HOLD HARMLESS** the Lessor of and from any loss, expense or claim arising out of any such damage or injury, including the Lessor's reasonable attorneys' fees incurred thereby.
12. **SECURITY and SAFETY** - At all times of the lease, Lessee shall be fully responsible for the security and safety of visitors to the **PROPERTY**. Lessor will not be expected to provide on site security services for the site but may do so in agreement with Lessee. At such time as the

City of Leon Valley or Lessee determines that the **PROPERTY** must be closed, Lessee shall close the **PROPERTY** and/or evacuate the area.

13. **WAGES AND INSURANCE** - Lessee shall be fully responsible for its employees, including meeting all state and federal requirements for minimum wage, income tax withholding, workers compensation, insurance, and all city, state and federal requirements governing employer/employee relations. Lessee hereby certifies to Lessor that it shall be and is in compliance with all such regulations, laws and requirements. Failure to comply with this clause shall constitute a default on the part of Lessee and shall entitle Lessor to immediately terminate the Lease and take possession of the **PROPERTY**.
14. **REPORTS** - On May 1 of each year, beginning in 2006, Lessee shall produce to Lessor an annual activity report to include:
 - a. Type and number of programs and activities previously held and attendance at such;
 - b. List of any physical developments made during the year;
 - c. Proposed programs and activities for next 12 months;
 - d. Annual budget for the Lessee, and any and all such information as may be requested by the Lessor no later than thirty (30) days prior to May 1 of each year.
15. **PROPERTY ACCESS** - Lessor shall have free and full access to the **PROPERTY** at all times. The general public shall have free access to the **PROPERTY** during daylight hours. Lessee may limit public access to the **PROPERTY** only when facilities and grounds on the **PROPERTY** are not safe, or when such access would cause damage to the **PROPERTY** or programs conducted by the Lessee. Lessee shall properly post all limitations.
16. **UTILITIES** - The cost of all utility usage for Lessee shall be borne by Lessee.
17. **COMPLIANCE** - Lessee shall comply with all Ordinances of the City of Leon Valley, including Flood Plain Management Regulations.
18. **TERMINATION** - Upon the Lessee's breach of any covenant set forth in this Lease, upon written notice of such violation or breach, and upon the failure of the Lessee to remedy such violation or breach within a reasonable period of time not to exceed thirty (30) days, Lessor or its agents or assigns shall:
 - a. Have the option to terminate the leases by giving written notice to Lessee and thereafter take possession of the **PROPERTY** without being liable for any claim of damages; and/or
 - b. To seek other remedies at law or in equity, including, but not limited to the filing of a lawsuit for monetary damages sustained by the Lessor occasioned by the Lessee's breach of this Lease; and/or
 - c. To prosecute the Lessee for any violation by the Lessee or its employees, agents, invitees, licensees, and or visitors of any ordinance, regulation or statute of any governmental authority.
19. **VENUE** - The laws of the State of Texas shall govern the construction and validity of this Lease. Venue for any legal action commenced hereunder shall be in a court of appropriate jurisdiction in Bexar County, Texas.

20. **SEVERABILITY** - In the event any portion of this Lease is deemed illegal, invalid or unenforceable, then the remainder of this Lease shall not in any way be affected thereby and shall be enforced to the greatest extent permitted by applicable law.
21. **CLEAN AND SAFE** - Lessee shall maintain the **PROPERTY** to be safe for the general public's use. Safe means regular pick up and disposal of garbage, trash and domestic animal waste. Safe also means being in compliance with all provisions of City, State and Federal laws relating to health and safety. Lessee will regularly remove man-made refuse from the 36-acre natural area.
22. **NON-PROFIT STATUS** - Lessee shall demonstrate that it has received designation as an IRS 501 c.3 or c.4 non-profit corporation and agrees to maintain such status during the course of the lease.
23. **MINERAL RIGHTS** - Lessor retains all mineral rights (oil, gas, water etc.) for the **PROPERTY**.
24. **INDEPENDENT CONTRACTOR**: Lessee agrees to comply with Article 22 Section 800 of the Supplementary Conditions adopted by the City entitled "General Independent Contractor Clause". In this clause, Lessee shall assume the position of the Contractor.
25. **WAIVER OF FEES** - Lessor shall allow Lessee to use the Community Center twice each year to conduct fundraiser or promotional events. Such events must be scheduled with the Development Office in advance. The rental and fee for the use of the facility will be waived. Lessee shall pay Clean Up and security charges.
26. **CONSERVATION ACTION PLAN** - Within 1 year of the execution of this lease, the Lessee shall submit a plan that details the following:
- Proposed conservation education audience
 - Proposed types of activities to accomplish conservation education mission
 - Flora and fauna found in the natural area
 - Wildlife and land management goals and objectives of the natural area
 - Wildlife and land Management tools to accomplish goals and meet objectives
 - Fire management strategies and procedures
27. **UTILITY CONNECTIONS** - Utility connections and related charges and fees for **PROPERTY** belonging to the Lessee shall be the responsibility of the Lessee. Lessor construction crews may, at the request of Lessee, construct a 6" sewer service line to Lessee's property after Lessee has paid all fees and obtained necessary permits from SAWS.
28. **DRAINAGE AND UTILITY EASEMENTS** - Lessor maintains blanket drainage and utility easements over the **PROPERTY** to insure the right to cause necessary drainage or utility improvements or maintenance to occur. Lessee is advised that TxDOT has funded significant drainage improvements to occur immediately upstream of the Bandera Road at Huebner Creek junction. Lessor maintains continuous rights of access in the **PROPERTY** for these purposes. Fencing must have the prior approval of Lessor.

29. **NEW CONSTRUCTION AND PLANTINGS** - Lessor retains the right of approval over any new construction in the **PROPERTY**. Trees to be planted in the **PROPERTY** must conform to the CPS tree-planting guide unless otherwise approved by Lessor. Trees are not to be planted within utility easements.
30. **FLOOD DAMAGE AND CLEAN UP** - Lessor may, at Lessee's request, provide requested assistance in clean up and refuse removal that may be needed following significant flooding. This assistance may or may not include restoration of trails, fencing or signage.
31. **FENCING, SIGNAGE and IDENTIFICATION** - Signage and Fencing for the **PROPERTY** must be subject to approval by the City's permit office. Fees less than \$100 will be waived. Project proposals; grant applications, fundraisers must clearly identify the Lessee as the sponsor and responsible party involved.
32. **GRAVE SITE** - The **PROPERTY** being leased includes the Huebner Grave Site. The gravesite has been restored by the City and Eagle Scouts and is fenced to protect it from further vandalism. During the course of the lease, Lessee assumes the obligation to protect the gravesite and should vandalism occur, shall restore the site to a preexisting condition. Lessee may remove the existing chain link fence and install a suitable iron picket or stone fence.
33. **TRAILS DESIGN AND LAYOUT**- Lessee may layout, enhance, or create trailways on the **PROPERTY** within the intent and guidelines of the Conservation Action Plan.
34. **GRANT APPLICATIONS** - Lessee and Lessor, either separately or together, may elect to pursue grants to further the purposes of the Lease as stated in paragraph 5; provided that, before application for grants, each party must advise the other of its intention in this regard and must seek the approval and/or cooperation of the other. If the parties cannot agree on the advisability of seeking any grant, such question will be submitted to the Leon Valley City Council for decision.
35. **LIGHTS** - Nothing in this lease shall preclude Lessee from installing an area lighting system near the Huebner - Onion House for parking purposes. Any such lights shall not be placed within 100' of the current residential area and shall be directed downward.
36. **BANDERA ROAD ACCESS** - The long term development plans of Lessee shall include access from Bandera Road at El Verde Road. Parking would be provided for the public in the area designated by Lessee adjacent to the Homestead. At the request of Lessee, Lessor may assist in construction of the parking area as time and funds allow.
37. **FLOOD EMERGENCY PLAN** - For the initial phase of operation of the Property, the sole public entrance to the Property will be through Rimkus Park. Lessee will rely on Lessor's Flood Emergency Plan which keeps visitors out of Rimkus Park, to likewise keep visitors out of the Property during flood events. Lessee will post notices on the Property that the area is subject to flooding hazards.
38. **DAILY OPERATIONS PLAN** - Use of the trails on the Property will be self-guided. Signage will advise the public that this is a carry in - carry out facility and that hours of operation are sunup to sundown. Guided tours of the property may be conducted by qualified persons,

including urban biologists from Texas Parks and Wildlife, for school or scout groups or other visitors. Such tours will be coordinated through HSLV. HSLV will designate contact persons concerning the Property. Initial contact person will be Michael MacDonald, 6630 Peachtree, 522-0656, who has full authority to act as HSLV's agent.

This Lease shall become effective on April 15, 2005.

LESSEE: HISTORICAL SOCIETY OF LEON VALLEY

BY: President Darby Riley Darby Riley

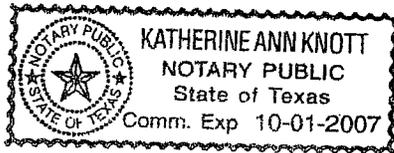
State of Texas §

County of Bexar §

Before me, a Notary Public on this day personally appeared Darby Riley of the Historical Society of Leon Valley, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes or consideration therein expressed.

Given under my hand and seal of office this 15th day of April, 2005.

SEAL



Katherine Knott
Notary Public, State of Texas

LESSOR: CITY OF LEON VALLEY

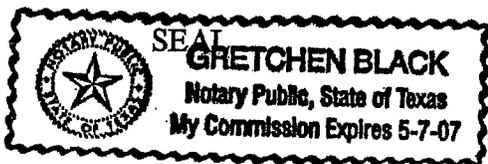
BY: Mayor Chris Riley Chris Riley

State of Texas §

County of Bexar §

Before me, a Notary Public on this day personally appeared Chris Riley Mayor of the City of Leon Valley, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes or consideration therein expressed.

Given under my hand and seal of office this 15 day of April, 2005.



Gretchen Black
Notary Public, State of Texas

MAYOR AND COUNCIL COMMUNICATION

DATE: March 1, 2005
M&C #05-03-01

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDERATION OF A LEASE AGREEMENT WITH THE HISTORICAL SOCIETY OF LEON VALLEY (HSLV)

PURPOSE

Consideration of a lease agreement between the City of Leon Valley and the Historical Society of Leon Valley (HSLV) to lease the City owned 36 acre Bandera Road property. The President of the HSLV has requested that the attached lease agreement be presented to the City Council at the meeting of March 1, 2005 for consideration.

A lease agreement was presented by the HSLV for Council consideration in September of 2004 however, a decision on the proposed agreement was delayed because there were too many unresolved issues. At that meeting, staff was directed by the Council to develop a workable lease agreement that would be acceptable to the parties. Council also asked that opinions and comments from the Park Commission be solicited regarding the lease agreement. Because the goal of developing a workable lease agreement has been accomplished, no other alternative use of the property is presented.

Staff has recently delivered a copy of the proposed lease agreement to the Park Commission members. The City Attorney has been sent a copy via facsimile and he will be in attendance at the meeting. Our liability insurance provider, the Texas Municipal League (TML) was sent a copy via facsimile as well. Staff does not anticipate any objections to the lease agreement from TML. The only outstanding item at this time is formal action by the Park Commission.

Attached for the Council's review is a outline summary of the actions and/or discussions which have taken place with regard to the property since it was purchased in June of 2000.

FINANCING

None.

ALTERNATIVES

- A. Approve the lease agreement as presented by the HSLV.
- B. Remand the lease agreement to the City Park Commission for review and recommendations for consideration by the City Council at a future date.
- C. Other.

RECOMMENDATION

Alternatives A or B could be approved.

APPROVE: C

DISAPPROVE: _____

APPROVED WITH THE FOLLOWING COMMENTS: Approve the agenda

as presented with the addition that the
HSLV will be responsible for mowing
the property & that the property
will remain as permitted
as possible with marked
trails surrounding the
perimeter of the property

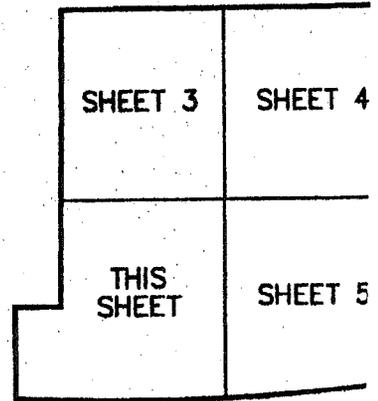
ATTEST:

M. Fung

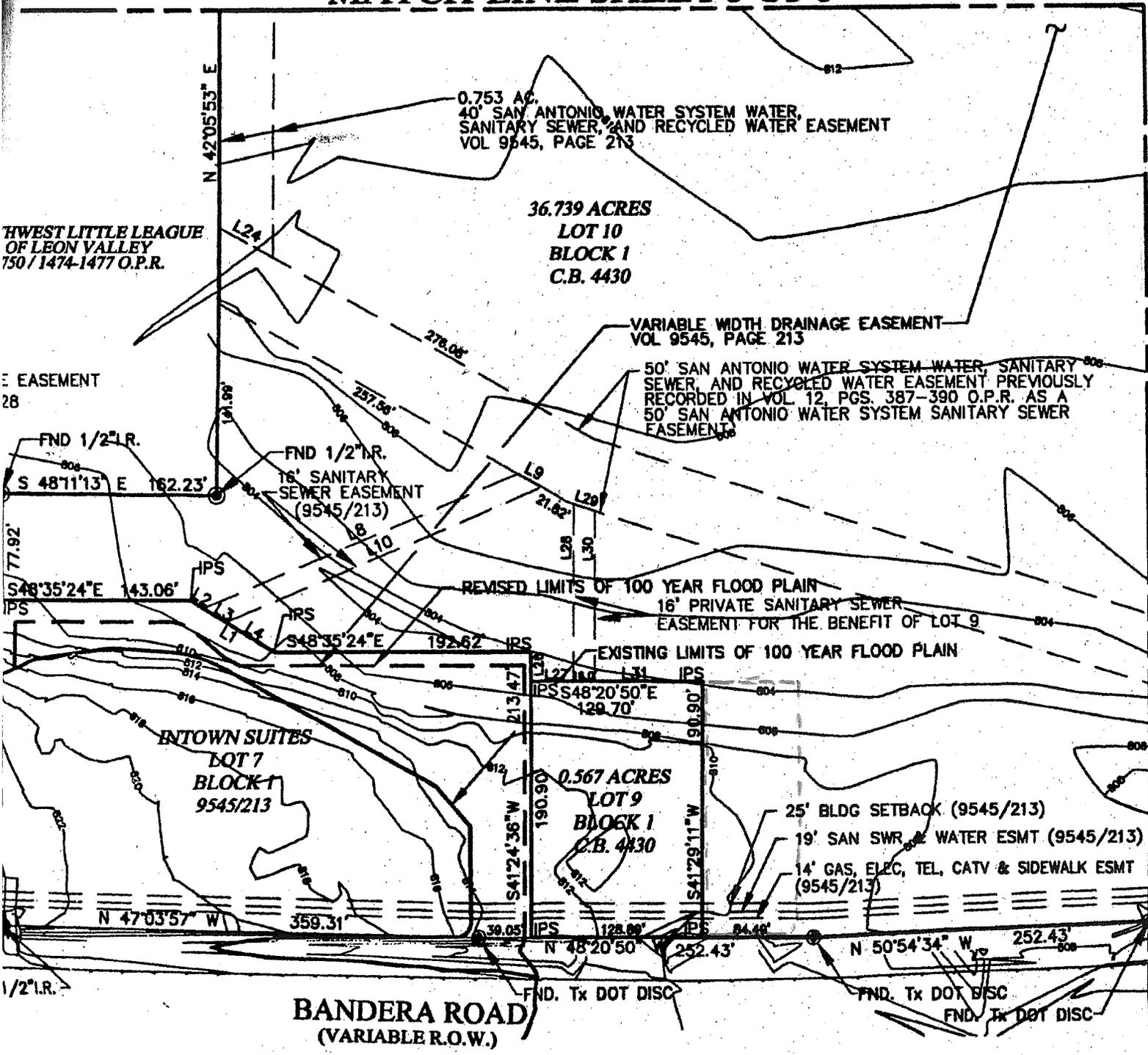
MATCH-LINE SHEET 3 OF 5



SCALE:
1" = 100'



INDEX MAP



MATCH-LINE SHEET 5 OF 5

MAINSTREET

ARCHITECTS INC.

21 February 2012

Darby Riley, President
Historical Society of Leon Valley
P.O. Box 380644
San Antonio, TX 78268

RE: Documentation of Fallen Structure
Additional Service

Invoice for Services

As per request and verbal authorization, Mainstreet Architects has documented the fallen structure located at the Huebner Onion Homestead. The documentation included photographs, measurements of the building components, and drawings of the building if reconstructed. The reconstruction was based on evidence and our best assumptions for its original construction.

Staff Time		
106.75 hours at \$45.00 per hour		\$4803.75

Architect's Time – No charge		
<u>Total Requested Payment</u>		<u>\$4803.75</u>

Thank you for the opportunity to provide these services for you.



Sue Ann Pemberton, FAIA

Agenda Item 8

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
APRIL 3, 2012**

The City Council of the City of Leon Valley, Texas, met on the 3rd of April, 2012 at 7:00 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

REGULAR MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 7:00 P.M.

1. Call the City of Leon Valley Regular City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance.

Mayor Riley called the Regular City Council Meeting to order at 7:00 p.m. with all City Council Members in attendance: Hill, Reyna, Baldrige, Dean, and Bieber.

City Staff in attendance: City Manager Longoria, City Attorney McKamie, City Secretary Willman, Community Development Director Flores, Economic Development Director Mora, Human Resources Director Caldera, Police Chief Wallace, and City Engineer Sia Sayyadi.

City Attorney McKamie led the assembly in the Pledge of Allegiance.

2. Citizens to be Heard and Time for Objections to the Consent Agenda.

Susan Pamerleau, 230 Dwyer Avenue, # 1102, San Antonio, addressed the City Council informing them of her background. Ms. Pamerleau asked for the City Council's vote in the 2012 Republican Primary on May 29, 2012, and then in the General Election in November 6, 2012.

Liz Maloy, 7411 Chenal Point, addressed the Council indicating she was at the City Council Meeting on February 21, 2012, speaking during the Citizens to be Heard after Mayor Riley had on the agenda the item to expand the notification area [related to the DPS Mega-Center]. Ms. Maloy noted her addressing the City Council was not put into the minutes and asked that the minutes be amended to reflect that occurrence.

Ms. Maloy acknowledged that some of what is being considered this evening is in a draft form from the Planning and Zoning Commission. Ms. Maloy further noted that in the City Council agenda packet there was a difference in the beginning presentation of the decision made by Planning and Zoning on March 27, which is different and is not as inclusive as what Ms. Kristie Flores has put in her presentation concerning amendments made. She explained that if one did not know that there was a difference and did not know to look in the presentation what comes across is that it was not as complex a motion with amendments when it actually was. Ms. Maloy asked that her remarks be entered in the minutes. Mayor Riley thanked Ms. Maloy and indicated her comments would be noted.

Consent Agenda

3. Consider Approval of the Meeting Minutes of the March 20, 2012 Leon Valley Regular City Council Meeting. The City Council approved the draft minutes of the Leon Valley Regular City Council Meeting of March 20, 2012.

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**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
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- 4. Consider Approval of the Meeting Minutes of the March 24, 2012 Leon Valley Special City Council Meeting.** The City Council approved the draft minutes of the Leon Valley Special City Council Meeting of March 24, 2012.

Motion by Council Member Baldrige and second by Council Member Hill to approve Consent Agenda Items 3 and 4. The motion carried on unanimous vote of the City Council. There were no votes against and no abstentions. Mayor Riley announced the motion carried.

Regular Agenda

Mayor Riley asked City Attorney McKamie to review the zoning process and specific use permit procedure, to provide the City Council guidelines that need to be considered in weighing the specific use permit under consideration, and to define conflict of interest. Mayor Riley indicated that following the City Attorney's remarks, the Council would hear the guidelines for the conduct of tonight's public hearing.

Mr. McKamie informed the assembly that the City of Leon Valley has a zoning ordinance that provides for a specific use permit (SUP) to regulate properties in certain circumstances. Generally SUPs are used to provide a means for protecting surrounding prosperities from development that may be a little more intense than the surrounding developments. In Leon Valley, in a B-2 zoned district, that is generally defined as retail uses, development, including some professional office development. In some of our B-2 zones, the developer or owner of the property can put in such a use that is listed in our ordinance without seeking an SUP. The SUP is required in some circumstances to ensure that surrounding properties are better protected because in our ordinance if the proposed B-2 Retail Use is new and going into an area that is surrounded by what is defined as residential properties, that is exactly the kind of situation for which an SUP is designed to be used and which is defined in the City's ordinance. In this case, since this would be a use that is allowed in a B-2 zone, but it does abut or is right next to residential properties, an SUP is required. An SUP as a zoning device requires ordinance approval by the City Council. But before it is finally implemented, it must go to public hearing, at least two; one at the Planning and Zoning Commission which is statutorily required by law to examine such permit applications and make recommendations to the City Council and the second hearing for final consideration by the City Council. If the SUP is approved, then the development or the project can go forward on that site in accordance with the conditions in our zoning ordinance as well as any conditions that were placed additionally on the property as a result of the SUP process. The reason that is important is because the considerations that are used by the Planning and Zoning Commission and the City Council are traditional zoning considerations. The considerations do not involve financial considerations; they do not involve uses that are nice to have, or what Council likes or does not like. It involves light, traffic, noise, and density, impact on surrounding properties and on the community as a whole. Additionally, the zoning statutes of Texas and our ordinances requires owners of property within 200 feet of the location where the SUP application is proposed; to be given notice of an SUP application and public hearing. The City Council voted to increase the notice in this case to ensure that everyone had an opportunity to respond and be present at the public hearing. Once all of those conditions are met, the City Council is free, after the recommendation of P&Z, to either adopt the recommendation or to turn it down or to add additional conditions in the SUP.

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**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
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Regarding conflict of interest; Leon Valley is a general law city in Texas, thus the City is regulated only by the Conflict of Interest laws in Texas statutes. Chapter 176 of the Local Government Code requires that members of the Planning and Zoning Commission or the City Council that may be considering a matter declare they have a conflict of interest and recuse themselves from deliberation and consideration and vote on an item. If a conflict is identified, that individual official must file an affidavit with the records keeper, the City Secretary, and then refrain from any discussion or vote during the meetings, if their conflict has been declared. The conflict is really financial only. There are some provisions about conflict in zoning matters, such as if you live on the same street or there is some ownership in the property. Generally, there is a conflict of interest if an individual is considering a matter before the Planning and Zoning Commission or the City Council with whom they have earned more than \$2,500 in the last year or the individual or their immediate family members have received more than 10 percent of their income. Otherwise there is no conflict of interest under Texas law and Council Members and P&Z members are free to deliberate, discuss, and vote. On occasion, we have a member who even though they don't have a conflict of interest and aren't required to file the affidavit, do not feel comfortable or feel there might be an appearance of a conflict to the public and they will elect to recuse themselves voluntarily not out of conflict of interest but personal choice.

Mayor Riley summarized the order of the proceedings on Agenda Item 5.

- 5. Conduct a Public Hearing and Consider Specific Use Permit Case # 2012-270, with Attached Ordinance, a Request by Barry Williamson, Applicant and Property Owner, for a Specific Use Permit to Construct and Operate an "Office" Specifically a Department of Public Safety Driver's License Mega-Center Adjacent to an R-1 (Single-Family Dwelling) Zoning District," on a B-2 (Retail) Zoned Property, in the 7400 Block of Huebner Road, Being 3.4 Acres of a 5.3 Acre Tract in the Sustainability Overlay, M&C # 03-10-12. On March 27, 2012, the Zoning Commission recommended approval of the request by a vote of 4 to 3.** This agenda item allowed the City Council to conduct a public hearing and consider approval of Specific Use Permit Case # 2012-270, with attached Ordinance, a request by Barry Williamson, Applicant and Property Owner, for a Specific Use Permit to construct and operate an "office" specifically a Department of Public Safety Driver's License Mega-Center adjacent to an R-1 (Single-Family Dwelling) Zoning District, on a B-2 (Retail) Zoned Property, in the 7400 Block of Huebner Road, Being 3.4 Acres of a 5.3 Acre Tract in the Sustainability Overlay. On March 27, 2012, the Zoning Commission recommended approval of the request by a vote of 4 to 3.

Kristie Flores, Community Development Director, summarized the facts of the SUP case before the City Council for consideration. City Engineer Sia Sayyadi was on hand to clarify any traffic-related questions.

Claude Guerra, the Zoning Commission Chair, addressed the City Council regarding the Zoning Commission's recommendations on the SUP application. Mr. Guerra noted that most of the discussion dealt with the traffic impact on that area. Other matters that came up for discussion, included the matter of four holding cells; one was required for each, an adult male, adult female, a juvenile male, and a juvenile female. Mr. Guerra noted there would be no overnight detention. He informed the City Council that none of the four San Antonio Department of Motor Vehicle sites will be eliminated. Mr. Guerra discussed the

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**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
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vote of the Zoning Commission with the three additional stipulations included in the recommendations to the City Council; noting that there were 4 votes in support of the SUP approval and 3 votes against the SUP approval. One recommendation is that of the three routes that had been proposed to be used by the DPS; the third route that was recommended which took drivers outside of Leon Valley so persons who are taking their driving test not be in City of Leon Valley neighborhoods. The second stipulation or condition is that there are no extended hours; only 8 a.m. to 5 p.m. The third stipulation or condition was that the traffic study and the traffic recommendations be sufficiently clarified and addressed as to the true traffic impact on the area.

Barry Williams, owner and developer of the property, introduced Texas Senator Leticia Van De Putte, District 26. Senator Van De Putte provided an explanation of the legislative intent in proposing the DPS Mega Centers. She noted the fast population growth in Texas, with 60 percent of the growth of Bexar County in the northwest quadrant. There were three new projects authorized by the Texas Legislature in the 81st Legislative Session. Based on changes related to the increased need for identification, the Legislature despite having to cut many programs authorized funds for increased services of this kind and was aimed at compliance with the Federal Real ID Act. She noted that persons using the Center will be community neighbors and persons from the Northwest Bexar County quadrant. She disclosed she is in compliance with the Constitution of the State of Texas that no member of the Legislature shall benefit directly or indirectly with any piece of legislation or any contract.

Rebecca Davio, Director of Licensing with the Department of Public Safety, addressed the City Council informing them that the Legislature directed the DPS to improve the quality of service provided to Texans. In order to accomplish that, the DPS is working to make the driver license process faster and easier. One important element of that effort is to add six larger facilities with more staff. Ms. Davio noted that one of the recommendations by the Zoning Commission, to restrict the operating hours is not acceptable to the DPS because the hours are a direct violation of the lease that the DPS signed. She informed the City Council that the Texas Facilities Commission signed a lease on behalf of the DPS that listed the hours as from 7 a.m. to 7 p.m. She explained the DPS is not currently operating using those hours. She noted that the DPS has a late night on Tuesday nights throughout the State of being open to 6 p.m. at their offices. The DPS is currently looking at expanding their hours of service as one of the initiatives in order to improve their services. The other restriction that might prove problematic is the recommendation from the Zoning Commission that only Route 3 is used for driving tests. She noted, in the event there is a road closure, DPS would not be able to conduct their business. She noted that Route 3 is a farther distance and using it only for driver tests will reduce the location's ability to offer driving tests by 25 percent.

- A. Discussion by the City Council.** Council brought up several questions that Ms. Davio, and Mr. Barry Williamson answered regarding the location at Babcock and the proposed new DPS Mega Center. There were some issues brought up related to the neighbor complaints about the location at Babcock regarding light intrusion at night, and drivers coming to practice parallel parking before testing and to practice learning the neighborhood streets around the Babcock Center. A question was asked about the future of commercial driver testing at the new

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
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proposed Mega Center. Council was informed that is a future possibility. Ms. Davio noted that approximately 70 percent of persons coming to transact business do not have to take the driver testing. Mr. Sayyadi clarified that a Level 1 means 100 to 500 cars per hour with immediate impact to the site. He noted that the standards used are developed by traffic engineers. Council asked for an example of a Leon Valley business with similar peak per hour trips to help them envision the impact of the traffic at the Mega Center. Mr. Sayyadi indicated that during its peak operational hours, a similar comparison could be made to a Valero Station in Leon Valley. Mr. Sayyadi noted that there will be street infrastructure changes to accommodate the additional traffic. A question was raised about the Mega Center in Pflugerville being in a residential or a commercial property. Paul Medrano, architect, indicated that the Center being built in Pflugerville is 300 yards from the nearest house or residential area but zoned appropriately. Mr. Williamson noted that the City has requested that the peak hour trips be over-engineered four to five times what is expected. He indicated that the expectation is about 560 people for the day based on 35 persons per day per booth.

B. Open Public Hearing. Mayor Riley opened the Public Hearing at 8:14 p.m.

Ray Rosin, from the Rosin Group, 759 Sweetbrush, San Antonio, is the project civil engineer and the author of the TIA. Mr. Rosin indicated the Mega Center could be called a convenience center. He noted that the traffic is not mega traffic and represents only 2 to 3 percent of the traffic on Huebner. He noted the positive attributes of the Mega Center including turn lanes which will help control the traffic flow.

Adolfo Garza, 6617 Evers Road, spoke as a business owner on Evers Road. He indicated that he was an investor who had proposed a business development in this area and noted that his business project was also rejected. He pointed out that the same neighbors with the same arguments keep coming forward. He noted, that in his opinion, if the neighbors choose to live in front of a commercial property, the neighbors should respect the rights of commercial properties as well.

Charles Malouff, 6514 Fontana Point. Mr. Malouff read from a prepared statement. He indicated that there has been a lack of due diligence on behalf of the City engineer, City staff, and the Zoning Commission in doing their duty in understanding the impact of current and anticipated traffic flow on Huebner and Evers Roads. He asked the City Council to set up a town hall meeting so all residents who may be affected can attend and have an opportunity to be heard on the impact of the Mega Center.

Betty Wolfshohl, 7414 Canterfield. Ms. Wolfshohl indicated her proximity to the development and noted she favored a doctor's office to be placed in the location. She noted that there is a safety issue for children and small wildlife. She noted problems with extra traffic, lights, and noise. She asked if the DPS is tax exempt.

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Liz Maloy, 7411 Chenal Point. Ms. Maloy noted her experience as former City Council Member, former chair of the Leon Valley Planning and Zoning Commission, a degreed urban planner, and current president of the Pavona Place Home Owners Association. She noted the efforts of the City to bring hike and bike and walking trails as a loss to persons who might have otherwise engaged in those activities due to safety issues including senior citizens and children. Ms. Maloy cited incompatibility issues and the negative impact on the surrounding community as the basis of her opposition.

Jeton Kellogg, 6615 Fontana Point. Ms. Kellogg voiced concern for children from Leon Valley Elementary, the devaluing of neighboring properties, and the overuse of the City's streets. She stated the Mega Center does not belong in the neighborhoods and recommended that the Mega Center be placed on Bandera Road.

Paul Ottavio, 7415 Chenal Point. He noted that a project this large should be scheduled in a town hall meeting format so all residents of Leon Valley can attend and be heard. He indicated that he was not sure that the surrounding churches, residents, and businesses were aware that this project was going on. He voiced concern for water and rain runoff because the building and the parking traffic area.

Carole Smith, 7230 Grass Valley Drive, noted increased traffic as a concern and noted the suggested traffic flow remedies were not convincing. She explained traffic would come from all directions and noted that this will affect many more homeowners than just those at Huebner at Evers Road. She and her husband drove to the DPS location at Babcock and saw trash, burglar bars, and a security camera at Babcock Road.

Brett Ballio, 24245 Wilderness Oak, # 506, San Antonio. He indicated he is in favor of the development. He owns property that is adjacent to the church. He noted that he is impressed with Mr. Williamson's efforts to comply with the City. He stated that the property has been zoned commercial for a long time. He indicated he was glad the property was going to be developed into something nice.

Mary Key, 4718 Canterfield. She indicated she is opposed to the location because of the traffic and the noise. She voiced concern for the safety of children.

Robert Trout, 7418 Ellerby Point, Pavona Place, Leon Valley, suggested that residential be placed in the location and suggested that the Mega Center be placed behind Chachos or the Dodge Dealership. He noted that traffic between 4:30 p.m. and 6:30 p.m. is so bad he cannot turn into Pavona Place. He asked how traffic can be controlled. He asked if the City is going to hire more police, EMS, or firefighters.

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Thomas Robertson, with Alamo Park Properties, 8110 FM 1692, Miles, Texas. He indicated he will be the site superintendent for the project. He informed the City Council that Alamo Park Properties met with City staff in early January after confirming with City staff that the property met the zoning. He stated they learned what the process would be to obtain a permit. The project was developed according to the design standards and after two rounds of comments, they took the comments and did what was asked of them. Once the design was certified to meet compliance, the project was scheduled for the Zoning Commission. He detailed the developer's efforts to meet the City's standards.

Miguel Cason, 2247 Sondra Ridge, San Antonio. He noted that the project has a right to be developed and that the increased traffic is based on population growth. He encouraged the development to go forward. He informed the City Council of a recent effort to get his driver's license at the Babcock location noting it was very crowded.

Sonny Hepp, 8100 Huebner, indicated he is a resident and business owner in Leon Valley. He noted he is in favor of the new development. He informed the City Council that he is the owner of the nearby convenience store.

Duane Smith, 7230 Grass Valley Drive, cited numerous reasons for being vehemently opposed to the development. He voiced concern that none of the persons speaking in favor of the development live in the area. He indicated couldn't see any real deterrent that the DPS will have on crime, as the troopers will only be present 45 percent of the time. He noted the changes in the commitment to comply with the recommendations from the Zoning Commission between what was indicated at the Zoning Commission meeting and tonight's City Council meeting.

Walter Geraghty, 7315 Ellerby Point. As former City Council Member, former Mayor Pro Tem, as a Member of the Leon Valley Stormwater Committee, and as a citizen, Mr. Geraghty noted this as a limited opportunity to affect the decision of his neighborhood. Mr. Geraghty discussed the problem with flooding on Evers Road. He discussed the problem with traffic congestion and asked the City Council to vote its conscience.

Renee Baird, 6611 Forest Bend North, indicated she was very disturbed by the tone of the attacks on the Zoning Commission Members. She pointed out that Zoning Commission Members actually take time to study the locations and proposed changes before listening to the input of the proponents and opponents. She noted that the location is a commercial area and asked the City Council to make a decision based on what should be considered.

Carol Poss, 7201 Huebner. She indicated there is a lot of traffic congestion at the Leon Valley Elementary School on Huebner. She stated that the area is obviously a residential center, even if there is some commercially zoned property.

Agenda Item 8

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
APRIL 3, 2012**

Robert Allen, 7414 Chenal Point. He informed the City Council that he and his fiancée chose Leon Valley for its natural beauty. He voiced concern with traffic that gets backed up on Evers Road and noted his opposition to the development.

Lyn Joseph, 6324 Trotter Lane. Ms. Joseph noted that there are children who are dropped off on her street and that no one stops at the stop sign on her street. She asked that the police patrol there for a while. She asked if other properties were considered.

Sean Wood, 6526 Fontana Point, indicated he is a long time resident of Leon Valley and that he is opposed to this development. He noted that no one has said anything positive about the location at Babcock. The last time he was at the Babcock location, there was graffiti and dirty diapers on the ground and his concern was that the residential area in Leon Valley will look like that in 5 to 10 years.

Louise Malouff, 6514 Fontana Point, asked questions about whether car insurance premiums will increase, about the hours of operation, and asked for clarification about the traffic flow.

Joe Hinojosa, 5506 Thunderbird Drive, stated that he sent a letter to the Mayor and City Council and asked that it be entered into the record. He asked that if the stipulations of the Zoning Commission are now being rescinded, if that meant the developer needs to return to the Zoning Commission for new consideration.

Rudy Garza, 6510 Pavona Ridge, indicated he is opposed to the project. He indicated that the location is the wrong place for this development.

Ann Sawyer, 6230 Walking Gait, noted that at the Zoning Commission Meeting, there was confirmation that the traffic study is two years old. She indicated she also did not appreciate the change of operation hours by the DPS from the Zoning Commission Meeting on March 27 to the City Council Meeting on this evening. She indicated this particular location is not an ideal location.

Tommy Branson, 6634 Fontana Point, indicated he carried a sign up and down in front of the development. He counted cars within a two hour period on Monday, Friday, and Saturday and came up with between 67 and 78 cars per hour.

Janet Parrish, 6506 Fontana Point, indicated she is against the extra light, the extra traffic, and the extra noise. She stated she is a mother and does not believe her child will be safe to go to the park. She indicated she is against the project.

Tanya Wood, 6526 Fontana Point, indicated she is against the project. She asked if the City Council needs for the rest of the persons present at the Council meeting who did not come forward to speak to stand up to voice their opposition. Mayor Riley indicated the City Council had a good sampling of how people feel.

Agenda Item 8

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
APRIL 3, 2012**

Councilman Reyna asked that those who want to have their voice heard may also email the City Manager and him directly.

- C. Close Public Hearing.** Mayor Riley closed the public hearing at 9:47 p.m. and called for a short break.

Mayor Riley reconvened the meeting at 9:58 p.m. Mayor Riley reviewed the questions that remain to be answered. The question about the development being tax exempt is incorrect; ad valorem taxes have to be paid on what is private property which happens to be leased to the State of Texas.

When was the City first contacted? After Thanksgiving in 2011.

For what offenses are people put in holding cells? These are small rooms to take persons away from the general population being serviced while being interviewed about outstanding warrants and other legal matters.

What is the amount of time that persons can be held? The shortest amount of time that persons can be held.

What exit off of Interstate 410 will the Department of Transportation be telling persons to exit? That would be something to be determined between the Department of Transportation, the developer, and the City of Leon Valley.

What about graffiti? Because the new development / facility will be privately owned, it will be better maintained.

What is the square footage? Square footage of the new Mega Center is 24,302 square feet.

What is the square footage of the location on Babcock? 5,500 square feet.

What is the growth in the Northwest quadrant? The State of Texas is growing at 21 percent. The Northwest quadrant is growing at 60 percent.

Is the recommendation to the City Council null and void because some of the conditions may change? City Attorney McKamie indicated the City Council retains the full legislative authority with the right to impose additional conditions related to traditional planning considerations.

A question was raised about the operation hours. The answer was from 8 a.m. to 5 p.m. Locations in San Antonio stay open later on Tuesdays.

Would you clarify the route to be used for driver testing? The developer understands that the City would prefer that the route be used away from Leon Valley.

Agenda Item 8

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
APRIL 3, 2012**

What evidence do you have that DPS is a crime deterrent? Mr. Williamson spoke with the individual (Richard Cook) who runs the Babcock location. Indications are that in 13 years, there have been no complaints.

What is the date of the last traffic data used? Two traffic counts were done in 2006 and in 2009. It was noted that with minor increases, those traffic counts remain valid.

Were other properties notified other than this site? The Texas Facilities Commission identified for this area for a certain number of area codes. Property owners can only compete within those area codes.

Will our car insurance go up? The response was provided that occurrence was highly doubtful.

Questions about the turning lanes were raised and answered.

What about the property values? Councilman Biever noted that national studies indicate that property values did not go down nor did it take any longer to sell property in a variety of spots throughout the country based on his experience with homes for disabled vets and ex-offenders.

David Earl, attorney, 15303 Huebner, informed the City Council that he was hired just the previous Friday and came to advise the Council about something that it needs to be aware of. He said his client is not waiving any of its rights with respect to the issue. He explained that in his legal opinion these proceedings are not appropriate because this property does not abut residential property. In this case, there is a strip of property that is owned by the City.

Motion by Councilman Reyna and second by Council Member Baldrige to postpone this matter to have an additional traffic study done.

There was discussion about the need to have time to allow the City Attorney to advise the City Council in an Executive Session.

Councilman Reyna withdrew his motion. Council Member Baldrige withdrew her second.

Motion by Councilman Reyna and second by Council Member Hill to postpone this deliberation to Executive Session to April 17th and for the public to be notified via the newsletter that this item will be considered at the May 1st meeting. Voting Aye: 3 in favor; Hill, Reyna, and Biever. Voting Nay: Baldrige. Recused: Dean. Mayor Riley announced the motion carried.

The City Council dispensed with the remaining agenda due to the late hour.

10. Adjourn. Motion to adjourn without objection at 11:10 p.m. by Mayor Riley.

Agenda Item 8

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
APRIL 3, 2012**

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: April 17, 2012
M&C: # 04-03-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER APPROVAL OF FINAL ACCEPTANCE OF PUBLIC IMPROVEMENTS, REQUEST BY DIAMOND SHINE, LLC, PROPERTY OWNER, FOR AN 8" SANITARY SEWER MAIN EXTENSION, BEING ALONG THE FRONTAGE OF LOT 6, BLOCK 2, NORTH VALLEY RYAN SUBDIVISION AND OF THE BANDERA RETAIL SUBDIVISION, BEING LOT 2, CB 4446, AT 7212 BANDERA ROAD

PURPOSE

On November 15, 2007 City Council approved the replat of this site. On June 21, 2011, the City Council approved Preliminary Acceptance of this improvement. The developer has completed their 1-year warranty period and has prepared the final paperwork for approval.

FISCAL IMPACT

The applicant submitted a maintenance guarantee in the amount of \$3,447.65 which will be refunded if approved.

RECOMMENDATION

On February 29, 2012, the Final Improvements were inspected and found to be acceptable. Approval is recommended.

S.E.E IMPACT STATEMENT

Social Equity – proper infrastructure is fair to the developer and surrounding properties for existing and eventual development and is required by Code.

Environmental Stewardship – the dirt which was trenched for the sewer line improvements has been returned to its natural state.

Economic Development – the completed public improvements/infrastructure support the development of the site, which will result in building construction and then business revenue (economic development).

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

**DEVELOPER PETITION FOR FINAL ACCEPTANCE
OF PUBLIC IMPROVEMENT(S)**

PART II

WHEREAS, the City Council of the City of Leon Valley, Texas approved the preliminary acceptance of the improvement(s) stated in the Developer Petition For Preliminary Acceptance of Public Improvement(s), Part I for LOT 6, BLOCK 2, N. RYAN SUBDIVISION AND

BANDERA RETAIL Subdivision, located at Lot 2

Block _____, CB 4446 in the City of Leon Valley.

WHEREAS, the property owner has maintained such improvements in good condition for one year from the date of preliminary acceptance by the Leon Valley City Council; and

WHEREAS, the owner has corrected all deficiencies reported by the City of Leon Valley. It is therefore requested that final inspection be made of said improvement(s). that the final acceptance be approved by the City, and that the owner be relieved of any further obligation to maintain or cause to maintain such improvement(s).

Scott Thomas
Owner's Signature

2-27-12
Date

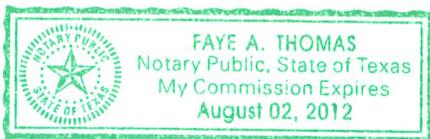
By: owner/manager

BEFORE ME, the undersigned authority on this day personally appeared, President of DIAMOND SHINE, LLC, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledge to me that he executed the same for the purposes and consideration therein expressed (in the capacity therein stated, as the act and deed of said corporation).

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this 27 day of February, 2012

(Seal) Faye A. Thomas
Notary Public in and for Bexar County, Texas

My Commission expires: Aug 2, 2012



**FINAL ACCEPTANCE
OF PUBLIC IMPROVEMENT(S)**

The improvement(s) referred to in the Developer Petition For Final Acceptance of Public Improvements, Part II, for _____ Subdivision have been inspected as required by current regulations. All required maintenance has been performed and all noted deficiencies have been corrected. I recommend that the improvements be accepted by the City of Leon Valley, Texas and all maintenance on said improvements be assumed by the City.



City Engineer
City of Leon Valley

2/29/2012
Date

APPROVED and ACCEPTED by the City Council of the City of Leon Valley, Texas, on the ____ day of _____, 20__.

ATTEST:

Mayor

City Secretary

*** (SUBMIT TRIPLICATE ORIGINALS OF **BOTH** PAGES.) ***

Agenda Item 10

MAYOR AND COUNCIL COMMUNICATION

DATE: April 17, 2012

M&C # 04-04-12

TO: MAYOR AND COUNCIL

SUBJECT: APPROVAL OF QUARTERLY INVESTMENT REPORT FOR THE
QUARTER ENDED MARCH 31, 2012

PURPOSE

Approval of the Quarterly Investment Report for the quarter ended March 31, 2012

FISCAL IMPACT

None.

RECOMMENDATION

Approve Quarterly Investment Report for the quarter ended March 31, 2012.

S.E.E IMPACT

Social Equity - To ensure compliance with the Public Funds Investment Act of 1987. The Public Funds Investment Act of 1987 (PFIA) established rules and regulations for governmental entities to follow for the proper investment of public monies. The City's investment program is conducted to accomplish the following objectives, listed in priority order.

A. Safety

The primary objective of the City's investment program is the preservation and safety of principal in the overall portfolio. Each investment transaction shall seek first to ensure that capital losses are avoided, whether they are from security defaults or erosion of market value.

B. Liquidity

The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated. Liquidity shall be achieved by

matching investment maturities with forecasted cash flow requirements; thereby avoiding the need to liquidate investments under adverse market condition. It is the intent of the City to invest its funds to maturity.

C. Diversification

The investment portfolio will be designed to limit risk by avoiding the concentration of assets with a specific maturity, with a specific issuer, or in a specific class of securities.

D. Yield

A fundamental rule of investing is that risk equals return. The City has deliberately established a low risk threshold to protect its financial resources and ensure that cash is available when needed. The City will invest idle cash at the highest possible rate of return, consistent with the objectives and provisions of this policy, and in compliance with state and federal laws governing the investment of public funds.

Economic Development - N/A

Environmental Stewardship - N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS:

ATTEST:

Janie Willman, City Secretary

City of Leon Valley, Texas
Quarterly Investment Report
January 1, 2012 - March 31, 2012

April 17, 2012

Honorable Mayor Riley and City Council Members:

The Quarterly Investment Report for the City of Leon Valley, Texas for the quarter ended March 31, 2012 is hereby submitted.

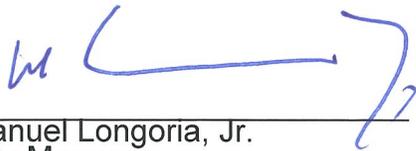
The current depository bank for the City is Frost National Bank. Only enough funds to meet current obligations are being maintained at this bank. All excess funds are invested as allowed by the City's Investment Policy.

For the quarter, TexPool's yield ranged between .1150% and .0875%, compared to the quarter ended December 31, 2011 yield of between .1080% and .0810%. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .115% and .010% for the quarter. The City had three certificate of deposits with an interest rate of .10%

A cash flow analysis is made to determine the cash liquidity needs of the City. The City must have ready access to liquid cash to provide for day-to-day business needs, accounts payable, payroll, and capital projects. Short-term dollars are maintained in checking accounts, investment pools, or certificate of deposits. As of March 31, 2012 the City had \$8,225,504.92 in its investment portfolio.

Bank accounts are insured by a combination of FDIC insurance and pledged securities maintained at the Federal Reserve Bank. U.S. Treasuries and Agencies are guaranteed as to principal and interest by the full faith and credit of the United States of America. TexPool's Liquid Asset Portfolio seeks to maintain a net asset value of \$1.00 per unit invested to preserve the principal of all pool participants.

This report is in full compliance with the investment strategies as established by the City of Leon Valley Investment Policy and the Public Funds Investment Act.



Manuel Longoria, Jr.
City Manager



Vickie Wallace
Finance Director

**CITY OF LEON VALLEY, TEXAS
 INVESTMENT PORTFOLIO SUMMARY
 FOR THE QUARTER ENDED MARCH 31, 2012**

<i>FUND</i>	<i>VALUE BY TYPE OF INVESTMENT</i>		<i>INTEREST EARNED FOR QUARTER</i>	<i>TOTAL</i>
	<i>INVESTMENT POOL</i>	<i>CERTIFICATE OF DEPOSITS</i>		
*GENERAL FUND	\$ 3,637,059.88	\$ 1,000,000.00	\$ 1,898.69	\$ 4,637,059.88
**ENTERPRISE FUND	\$ 2,251,013.58	\$ 500,000.00	\$ 1,075.92	\$ 2,751,013.58
COMMUNITY CENTER	\$ 71.28	\$ -	\$ -	\$ 71.28
POLICE FORFEITURE TRUST	\$ 435,603.01	\$ -	\$ 106.19	\$ 435,603.01
STREET SALES TAX	\$ 401,757.17	\$ -	\$ 95.60	\$ 401,757.17
TOTAL INVESTMENT PORTFOLIO AS OF 03/31/12			\$ 3,176.40	\$ 8,225,504.92

* Certificate of Deposit interest included \$1,062.84

** Certificate of Deposit interest included \$531.42

**GENERAL FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2012**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/11	151400005			1.000	\$ 2,936,223.03	\$ 2,936,223.03
01/31/2012	151400005	\$ 400,239.36	\$ 400,000.00	1.000	\$ 2,936,462.39	\$ 2,936,462.39
02/29/2012	151400005	\$ 700,242.22	\$ -	1.000	\$ 3,636,704.61	\$ 3,636,704.61
03/31/2012	151400005	\$ 355.27	\$ -	1.000	\$ 3,637,059.88	\$ 3,637,059.88
TOTAL TEXPOOL AS OF 03/31/12						\$ 3,637,059.88

CERTIFICATES OF DEPOSIT						
<i>PURCHASE DATE</i>	<i>INVESTMENT</i>	<i>TERM</i>	<i>MATURITY DATE</i>	<i>YIELD AT PURCHASE</i>	<i>FACE VALUE</i>	<i>MARKET VALUE</i>
03/07/2012	CD	90 days	06/05/2012	0.10%	\$ 500,000.00	\$ 500,000.00
03/07/2012	CD	90 days	06/05/2012	0.10%	\$ 500,000.00	\$ 500,000.00
TOTAL CERTIFICATES OF DEPOSIT AS OF 03/31/12						\$ 1,000,000.00

TOTAL GENERAL FUND INVESTMENT PORTFOLIO AS OF 03/31/12	\$ 4,637,059.88
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**ENTERPRISE FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2012**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/11	151400003			1.000	\$ 2,000,469.08	\$ 2,000,469.08
01/31/2012	151400003	\$ 250,163.23	\$ -	1.000	\$ 2,250,632.31	\$ 2,250,632.31
02/29/2012	151400003	\$ 161.39	\$ -	1.000	\$ 2,250,793.70	\$ 2,250,793.70
03/31/2012	151400003	\$ 219.88	\$ -	1.000	\$ 2,251,013.58	\$ 2,251,013.58
TOTAL TEXPOOL AS OF 03/31/12						\$ 2,251,013.58

CERTIFICATES OF DEPOSIT						
<i>PURCHASE DATE</i>	<i>INVESTMENT</i>	<i>TERM</i>	<i>MATURITY DATE</i>	<i>VALUE AT PURCHASE</i>	<i>FACE VALUE</i>	<i>MARKET VALUE</i>
03/07/2012	CD	90 days	06/05/2012	0.10%	\$ 500,000.00	\$ 500,000.00
TOTAL CERTIFICATES OF DEPOSIT AS OF 03/31/12						\$ 500,000.00

TOTAL ENTERPRISE FUND INVESTMENT PORTFOLIO AS OF 03/31/12						\$ 2,751,013.58
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**COMMUNITY CENTER
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2012**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/11	151400001				\$ 71.28	\$ 71.28
01/31/2012	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
02/29/2012	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
03/31/2012	151400001	\$ -	\$ -	1.000	\$ 71.28	\$ 71.28
TOTAL TEXPOOL AS OF 03/31/12						\$ 71.28
TOTAL COMMUNITY CENTER INVESTMENT PORTFOLIO AS OF 03/31/12						\$ 71.28

**POLICE FORFEITURE TRUST ACCOUNT
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED MARCH 31, 2012**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER</i>	<i>SHARES PURCHASED</i>	<i>SHARES REDEEMED</i>	<i>PRICE PER SHARE</i>	<i>SHARES OWNED</i>	<i>MARKET VALUE</i>
AS OF 12/31/11	151400008			1.000	\$ 435,496.82	\$ 435,496.82
01/31/2012	151400008	\$ 32.38	\$ -	1.000	\$ 435,529.20	\$ 435,529.20
02/29/2012	151400008	\$ 31.24	\$ -	1.000	\$ 435,560.44	\$ 435,560.44
03/31/2012	151400008	\$ 42.57	\$ -	1.000	\$ 435,603.01	\$ 435,603.01
TOTAL TEXPOOL AS OF 03/31/12						\$ 435,603.01
TOTAL POLICE FORFEITURE INVESTMENT PORTFOLIO AS OF 03/31/12						\$ 435,603.01

**STREET TAX
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED MARCH 31, 2012**

INVESTMENT POOL - TEXPOOL						
<i>DATE</i>	<i>ACCOUNT NUMBER ACCOUNT</i>	<i>SHARES PURCHASED SHARES</i>	<i>SHARES REDEEMED SHARES</i>	<i>PRICE PER SHARE PRICE PER</i>	<i>SHARES OWNED SHARES</i>	<i>MARKET VALUE MARKET</i>
AS OF 12/31/11	151400005			1.000	\$ 251,661.57	\$ 251,661.57
01/31/2012	151400005	\$ 150,027.53	\$ -	1.000	\$ 401,689.10	\$ 401,689.10
02/29/2012	151400005	\$ 28.83	\$ -	1.000	\$ 401,717.93	\$ 401,717.93
03/31/2012	151400005	\$ 39.24	\$ -	1.000	\$ 401,757.17	\$ 401,757.17
TOTAL TEXPOOL AS OF 03/31/12						\$ 401,757.17

TOTAL STREET TAX INVESTMENT PORTFOLIO AS OF 03/31/12	\$401,757.17
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Agenda Item 11

MAYOR AND COUNCIL COMMUNICATION

DATE: April 17, 2012
M&C # **04-05-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: TO APPOINT A MEMBER TO THE CITY'S BOARDS, COMMITTEES, AND COMMISSIONS: THE ZONING COMMISSION

PURPOSE

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

Zoning Commission:

Nicole Monsibais, Alternate 3

Zoning Commission

Mayor Riley received a letter of resignation from Linda Geraghty from the Zoning Commission due to family obligations. In order of succession, this means that Zoning Commission Member Carmen Sanchez moves to Alternate 1, Phyllis McMillan moves to Alternate 2, which leaves a vacancy to be filled with this applicant, if approved by the City Council.

S.E.E IMPACT

Social Equity – Residents, business owner/operators, and other stakeholders volunteer to actively participate in the decision-making processes affecting City services.

Economic Development – Not applicable.

Environmental Stewardship – Not applicable.

FISCAL IMPACT

Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

City of Leon Valley - VOLUNTEERS WANTED!

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

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

Nicole Monsibais

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

*upon a conversation
with Mayor
Kiley*

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

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

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

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

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

Other Volunteer Activities: If you would like to assist with the graffiti abatement reporting, in our library shelving books and etc., or just when there is a special event - consider checking this box. You will be assigned duties on the day of the activity and your help is always welcomed!

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

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

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

Name <i>Nicole Monsibais</i>	Address <i>5421 Caraway Bend, 78238</i>
Phone Number <i>210-262-7211</i>	E-mail Address
Alternate Phone Number <i>210-431-6198</i>	

I spoke w/ Sharon (Ridge HOA) & note: if time permits, I'll join Carthorse, but I'm excited about ZC

Where to return your application:

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

Nicole Monsibais

Agenda Item 12

MAYOR AND COUNCIL COMMUNICATION

**DATE: April 17, 2012
M&C # 04-06-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND ENTER INTO AN AGREEMENT WITH CPS ENERGY TO TERMINATE THE COMMUNITY INFRASTRUCTURE & ECONOMIC DEVELOPMENT (CIED) FUND PROGRAM AND TRANSFER TO THE CITY OF LEON VALLEY \$1,519,671.61

PURPOSE

On January 30, 2012 the Board of Trustees of CPS Energy voted to terminate the CIED Fund Program effective February 1, 2012 and allow CPS Energy staff to work with the City of Leon Valley on a method to transfer the outstanding CIED Fund program balance to the City. The outstanding balance due to the City of Leon Valley is \$1,519,671.61. The transfer of these funds to the City is the result of several years of negotiations with CPS Energy by Mayor Riley, City Councilmember Irene Baldrige and City Manager Longoria. The primary issue pertained to the City's inability to use the CEID fund for City of Leon Valley economic development projects.

A separate fund will be created to account for the CIED funds received. Approval for expenditures from this fund will be done during the annual budget process.

FISCAL IMPACT

CPS Energy will wire a total of \$1,519,671.61 to the City of Leon Valley. A separate fund will be created to account for revenues and expenditures of CIED funds received.

RECOMMENDATION

Authorize the City Manager to negotiate and enter into an agreement between CPS Energy and the City of Leon Valley to terminate the CIED Program and transfer CIED funds to the City of Leon Valley in the amount of \$1,519,671.61.

S.E.E. IMPACT STATEMENT

Social Equity – Cities that practice good financial responsibility demonstrate and provide for superior public safety services, high quality recreational, historical, and cultural amenities and ensure superb infrastructure.

Environmental Stewardship – Not applicable

Economic Development – Cities that practice transparency in governance attract and retain quality economic development.

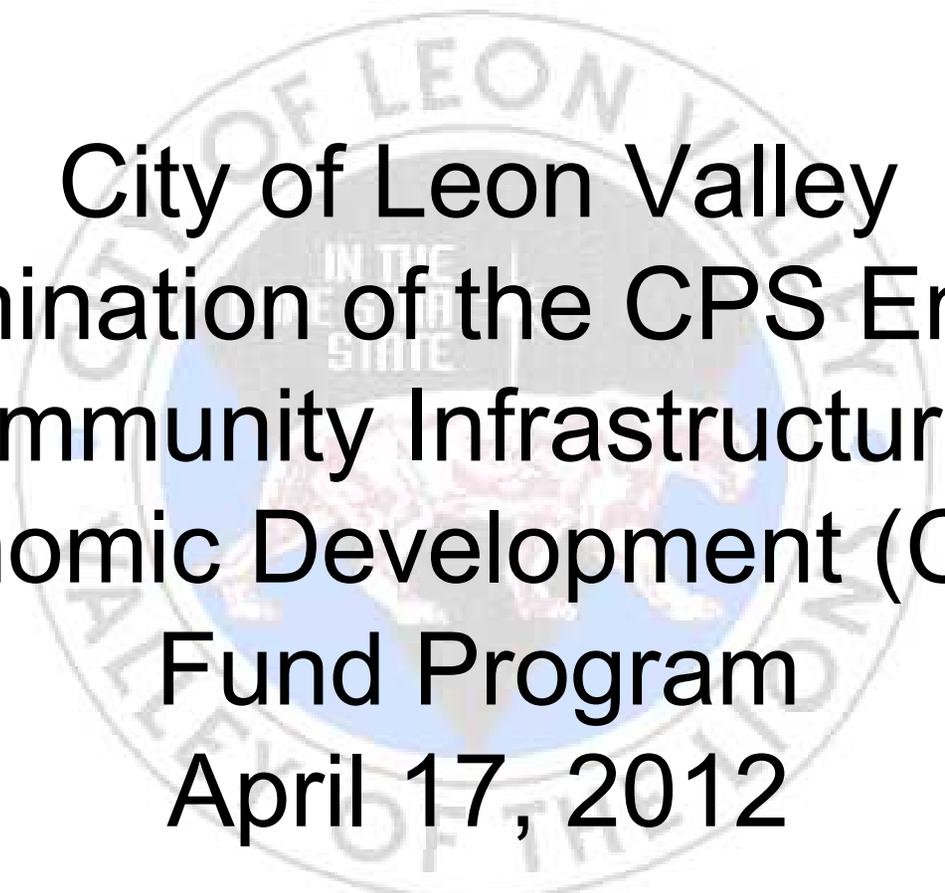
Agenda Item 12

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary



**City of Leon Valley
Termination of the CPS Energy
Community Infrastructure &
Economic Development (CIED)
Fund Program
April 17, 2012**



Background

- On January 30, 2012, the Board of Trustees of CPS Energy voted to terminate the Community Infrastructure & Economic Development (CIED) Fund Program
- What does this mean for Leon Valley?
 - CPS Energy will transfer \$1,519,671.61 to the City
 - This represents the City's balance in the CIED Fund



Background

- City has been negotiating renewal of the Franchise Agreement with CPS Energy
 - Agreement expired in June 2011
 - Agreement remains in place until City or CPS gives 180 notice to terminate
 - Discussions continue with CPS and Suburban Cities are organizing to pursue a united front for a better agreement
- During negotiations, COLV and other suburban Cities stressed inability to use the CEID fund for City projects
 - Too Restrictive for practical use by the City
- CPS agreed to terminate the CEID fund and transfer fund balance to COLV without restrictions



Establish LV CIED Fund

- A separate fund will be created to account for these funds
- Authorization to expend these funds will require City Council approval
 - Parameters for use of fund/projects will be discussed during City Council/City Manager Work Session scheduled for May 18th.
- Ordinance allows CM to sign an agreement for transfer of funds to COLV
 - Staff Recommends Approval



City of Leon Valley

April 17, 2012

MAYOR AND COUNCIL COMMUNICATION

**DATE: April 17, 2012
M&C: # 04-07-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: AUTHORIZE THE CITY MANAGER TO RENEW THE GALLAGHER BENEFITS SERVICE'S CONTRACT FOR INSURANCE AGENT OF RECORD FOR THE CITY'S EMPLOYEE GROUP INSURANCE PLANS

PURPOSE

The services of a professional insurance broker serving as the City's Insurance Agent of Record, can provide expertise in identifying the best group plans that meets the city's needs, could bring current knowledge of market trends in rates and plan structures, and may present a larger client pool to the negotiating table.

On June 7, 2011 after an extensive Request for Proposal (RFP) selection process, City Council selected Gallagher Benefits Services as the City's Insurance Agent of Record. The Council authorized a one year contract with an option to renew for the second year, based on the company's overall performance.

Gallagher Benefits Services states, that it is premature in the year to provide a definite on the City's Health Insurance rates for FY 2013. However, they do guarantee to continue to provide the City with an affordable quality benefits. An employee survey was passed out to 101 employees and 58 were returned. The survey asked the staff if they were satisfied with Gallagher. The majority of the participants had not utilized their services; but the ones that had, were pleased with their services.

FISCAL IMPACT

The commissions paid to the Insurance Agent of Record have no direct fiscal impact on the City; the commissions are paid as a part of the health insurance premium fee structure.

	Gallagher
Commissions	4% on Health, 10% on Dental, & 5% on Life
Based on Avg. AETNA annual bill	\$25,789.44

RECOMMENDATIONS

The City of Leon Valley did not see an increase in health insurance rates for FY 2012. Further, below are the results for Question #1 on employee survey (See Attachment A), which states "Overall how satisfied are you with the Health Insurance Broker – Gallagher Benefits Services".

Agenda Item 13

Code	Response Item	Frequency	Percent
1	Satisfied	10	18.18%
2	Somewhat Satisfied	9	16.36%
3	Not Satisfied at all	8	14.55%
4	Have not Utilized Their Service	28	50.91%
	Total	55	

Recommendation of staff is to renew the contract.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary

Agenda Item 13

Attachment A

Employee Survey 03/2012

The City of Leon Valley as your employer values your opinion. Please, take a moment to fill out the survey below and return to the Human Resources office by April 11, 2012.

1. Overall how satisfied are you with the Health Insurance Broker – Gallagher Benefits Services?

Satisfied Somewhat satisfied Not satisfied at all Have not utilized their services

2. Do you have the Base or Buy-up, health insurance plan?

Base Buy-up

3. Overall how satisfied are you with the Health insurance benefits – Aetna?

Satisfied Somewhat satisfied Not satisfied at all Have not utilized their services

4. Which would you prefer?

Christmas Party Extra Day Off

Additional Comments:



To renew for one year the Gallagher Benefits Service's
contract for Insurance Agent of Record

04/17/2012

City Council Meeting



Purpose

- An Insurance Agent of Record can provide:
 - expertise in identifying the best group plans that meets the city's needs,
 - could bring current knowledge of market trends in rates and plan structures, and
 - may present a larger client pool to the negotiating table.
- On June 7, 2011 after an extensive Request for Proposal (RFP) selection process, Gallagher was selected by Council as the City's Insurance Agent of Record.



Purpose (CONT)

- The Council authorized a one year contract with an option to renew for the second year, based on the company's overall performance.
- Gallagher Benefits Services states, that it is premature in the year to provide a definite on the City's Health Insurance rates for FY 2013.
- Gallagher does guarantee to continue to provide the city with an affordable quality benefit.



Fiscal Impact

- The commissions paid to the Insurance Agent of Record have no direct fiscal impact on the city; the commissions are paid as a part of the health insurance premium fee structure.

	Gallagher
Commission	4% on Health, 10% on Dental, & 5% on Life
Based on Avg. AETNA annual bill	\$25,789.44



Recommendation

- Below are the results for Question #1 on employee survey (See Attachment A), which states “Overall how satisfied are you with the Health Insurance Broker – Gallagher Benefits Services”. Staff recommends renewal.

Code	Response Item	Frequency	Percent
1	Satisfied	9	18.37%
2	Somewhat Satisfied	8	16.33%
3	Not Satisfied at all	7	14.29%
4	Have not Utilized Their Service	25	51.02%
	Total	49	



To renew the Gallagher Benefits Service's contract
for Insurance Agent of Record

04/17/2012

City Council Meeting

MAYOR AND COUNCIL COMMUNICATION

**DATE: April 17, 2012
M&C # 04-08-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN ENGAGEMENT CONTRACT WITH AN EXTERNAL INDEPENDENT CERTIFIED PUBLIC ACCOUNTING FIRM TO PROVIDE AUDIT SERVICES TO THE CITY ON AN ANNUAL BASIS FOR FIVE YEARS STARTING WITH THE FISCAL YEAR THAT ENDS ON SEPTEMBER 30, 2012

PURPOSE

Request for Proposals (RFP) were solicited from qualified certified public accounting firms to audit the City's financial statements for the fiscal year ending September 30, 2012 with the option to renew for the subsequent four fiscal years thereafter.

The Audit Selection Committee (ASC) that consisted of Councilmember Art Reyna, Councilmember Paul Biever, City Manager Manuel Longoria, Jr, Economic Development Director Claudia Mora and Finance Director Vickie Wallace scored the proposals submitted. Based on the scoring criteria included in the RFP the top three are as follows:

1. Thompson, Williams, Biediger, Kastor & Young (TWBKY)
3. Armstrong, Vaughan & Associates
4. Garza/Gonzales & Associates

Based on these scores, the ASC recommends the engagement contract be awarded to the firm with the highest score, which is TWBKY on an annual basis for five years starting with the fiscal year that ends on September 30, 2012. In the event that TWBKY performance does not meet the City's expectations as set forth in the RFP, the City Manager has the authority to negotiate with the second highest scoring firm of Armstrong, Vaughan & Associates. A change in an auditing firm would require Council approval.

FISCAL IMPACT

The audit fees are budgeted expenditures paid out of the General and Enterprise Funds. The fee for FY 2012 will be \$14,500. For years two through five the fees are as follows:

Year Two	\$14,500
Year Three	\$14,750
Year Four	\$14,750
Year Five	\$15,000

RECOMMENDATION

The ASC recommends Council authorize the City Manager to negotiate and execute an engagement contract with the firm with the highest score, which is TWBKY on an annual basis for five years starting with the fiscal year that ends on September 30, 2012. If

Agenda Item 14

TWBYK performance does not meet the City's expectations as set forth in the RFP the City Manager has the authority to negotiate an engagement contract with the second highest scoring firm of Armstrong, Vaughan & Associates. A change in an auditing firm would require Council approval.

S.E.E. IMPACT

Social Equity - The Comprehensive Annual Financial Report provides a transparency in government for the citizens of Leon Valley.

Economic Development - N/A

Environmental Stewardship - N/A

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary

Audit Technical Proposal Evaluation

Name of Firm: _____

Expertise and Experience (Maximum 40 points Items 1-4)

1. Past experience and performance (15 points maximum)

5 or more similar engagements in the past five years (15 points)

Less than 5 years (3 points for each year)

Item 1. No. of Points: _____

2. Quality of personnel (15 points maximum)

2 partners each with 10 or more years governmental auditing experience and support staff with 5 or more governmental auditing experience (15 points)

1 Partner . . . 10 years experience = 5 points

1 Partner . . . 10 years experience = 5 points

1 Staff 5 years experience = 5 points

1 Partner . . . 5 - 9 years experience = 2.5 points

1 Partner . . . 5 - 9 years experience = 2.5 points

1 Staff 3 - 4 years experience = 2.5 points

1 Partner . . . <5 years experience = 1 points

1 Partner . . . <5 years experience = 1 points

1 Staff <3 years experience = 1 points

Item 2. No. of Points: _____

3. Single Audit experience/GASB 34 (5 Points)

Item 3. No. of Points: _____

4. Additional services/technical support (5 Points)

Item 4. No. of Points: _____

TOTAL POINTS FOR EXPERTISE AND EXPERIENCE: _____

Audit Technical Proposal Evaluation

Name of Firm: _____

Audit Approach - Items 1-5 (Maximum 35 points)

1. Staffing plan and quality of technical consultation (10 points maximum)

Partner or manager present 100% during field work = 10 points.

Partner or manager present <100% during field work = 5 points.

Item 1. No. of Points: _____

2. Sampling techniques (5 points)

Item 2. No. of Points: _____

3. Analytical and substantive procedures (5 points)

Item 3. No. of Points: _____

4. Comprehensiveness of audit work plan (10 points)

Item 4. No. of Points: _____

5. Evaluation of internal controls/environment (5 points)

Item 5. No. of Points: _____

TOTAL POINTS FOR AUDIT APPROACH: _____

Audit Dollar Proposal

Name of Firm: _____

Year One _____

Year Two _____

Year Three _____

Year Four _____

Year Five _____

TOTAL YEARS 1 - 5 _____



**City of Leon Valley
Request for Proposals
For
Professional Auditing Services
April 17, 2012**



Background

- Request for Proposals (RFP) were solicited from qualified certified public accounting firms to audit the City's financial statements for the fiscal year ending September 30, 2012 with the option to renew for the subsequent four fiscal years thereafter



Background

Continued

- The Audit Selection Committee (ASC) that consisted of Councilmember Art Reyna, Councilmember Paul Biever, City Manager Manuel Longoria, Jr, Economic Development Director Claudia Mora and Finance Director Vickie Wallace scored the proposals submitted. Based on the scoring criteria included in the RFP the top three are as follows:
 - Thompson, Williams, Biediger, Kastor & Young (TWBKY)
 - Armstrong, Vaughan & Associates
 - Garza/Gonzales & Associates



Scores

Firm Name	Points			
	Expertise & Experience	Audit Approach	Dollar	Total Points
TWBKY	199.00	167.00	25.00	391.00
Armstrong, Vaughan & Associates	193.50	144.00	15.00	352.50
Garza/Gonzales & Associates	196.00	141.00	10.00	347.00
PB&H	196.00	138.00	5.00	339.00
*Anthony Cardiel, CPA	46.50	117.00	20.00	183.50

* Did not meet the mandatory General Requirements in the Request for Proposals



Recommendation

- The ASC recommends Council authorize the City Manager to negotiate and execute an engagement contract with the firm with the highest score, which is TWBKY on an annual basis for five years starting with the fiscal year that ends on September 30, 2012
- If TWBYK performance does not meet the City's expectations as set forth in the RFP the City Manager has the authority to negotiate an engagement contract with the second highest scoring firm of Armstrong, Vaughan & Associates
- A change in auditing firms would require Council approval

City of Leon Valley
Request for Proposals
For
Professional Auditing Services
April 17, 2012

MAYOR AND COUNCIL COMMUNICATION

DATE: April 17, 2012
M&C # 04-09-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: DISCUSS THE PLAN FOR THE OPERATION OF THE CITY SWIMMING POOL FOR THE 2012 SUMMER SEASON

PURPOSE

The purpose of this agenda item is to allow the City Council to receive an updated staff report on the Grass Valley (City) Swimming Pool for the 2012 Summer Season.

The current contract with the Leon Valley Community Association expires on April 18, 2012. Efforts are underway to obtain a new certified pool operator.

Public Works is still working on making the pool ready for the new Summer Season.

The pool is operational from May 31 through September 4 of each year.

FISCAL IMPACT

None at this time.

RECOMMENDATION

Not applicable

S.E.E. IMPACT

Social Equity – Cities that promote a superior quality of life demonstrate commitment by providing superb infrastructure. The Grass Valley Pool provides a needed recreational facility in the City of Leon Valley.

Economic Development – This activity extends the life of the existing infrastructure, reducing the need for major reconstruction.

Environmental Stewardship – Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Janie Willman, City Secretary

Leon Valley Community Association – 2011 Swim Season Summary

04/02/12

Total Gross Income: \$21,326.75 (108 Memberships, Concessions, Party, Guest, Walk-in, Swim Team & Swim Lessons).

Note that memberships were down dramatically - many regular members told us that since they could pay as a walk-in that they were saving money by not purchasing a membership.

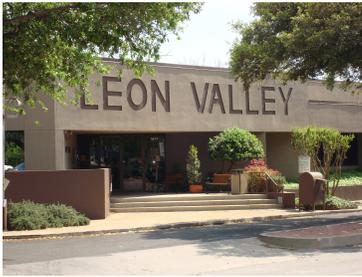
Total Gross Expense: \$20,102.19 (Lifeguards, Motor & Light Repairs, Chemicals, Misc Supplies, Telephone, Bank Fees, P.O. Box, Advertising, Insurance)

*Net total income was \$1,224.56

Please note that all of the furniture, umbrellas, and also the vacuum cart at the pool belong to the Leon Valley Community Association. We will allow the City to use our furniture, etc. so that it will not have to purchase new items. This means that all repairs/replacements need to be done by the City or by whatever company rents the pool from the City; each year items need to be painted, welded, etc. If the City ever decides to not re-open the pool, I need to be informed so that I can have the furniture and our other property removed from the site.

If at any time after May 24, 2012 I need to gain entry to the pool grounds to remove any of our property I will contact Public Works; that is the day that our insurance contract expires.

Thank you,
Gail Nelson, Jr.
President, LVCA



COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 1 of 3

BUILDING PERMIT ACTIVITY

There were three (2) residential building permits issued in February 2012 for new homes, which generated \$1,213.44 revenue and cumulatively were valued at \$163,990. There were no commercial projects this month.

The overall permits (fence, roof, HVAC, electrical, plumbing, etc...) issued in February 2012 totaled 87. The revenue generated was \$10,626.75.

Food licenses were renewed this month accounting for a large part of the monthly revenues (\$9,478).

Application was made for a Certificate of Occupancy by the following:

Cai and Naya Photography, LLC	6502 Bandera
Asure Spa	6531 Bandera
Prohealth Institute	5768 Bandera
Truckmaster Lube	6780 Bandera
Café con Leche	6526 Bandera
Jacqi's Fitness, LLC	6709 Bandera
Methodist Health Care	5405 Bandera #114
Eagle African Market	6158 Wurzbach
My Kids and I	7616 Eckhert

There were a total of nine (9) Certificates of Occupancy. The revenue totaled \$780.

ZONING & LAND USE PROJECTS

A **Specific Use Permit** request was submitted by Alamo Park Properties, for Construction and Operation of an "Office," specifically a Department of Public Safety Mega-Center, adjacent to residential in the 7400 block of Huebner Road.

INSPECTIONS/REVIEWS

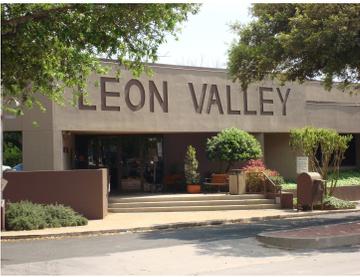
BUILDING

There were 81 inspections conducted in February 2012 at a fee of \$2,430.

HEALTH

23 inspections were done in February 2012 by Steve Barscewski at a fee of \$1,002.

- 05 food service establishments
- 09 complaints
- 05 retail food store
- 01 consultation
- 02 certificates of occupancy
- 01 foster care



FEBRUARY 2012

**COMMUNITY DEVELOPMENT
MONTHLY REPORT**

Page 2 of 3

**CODE ENFORCEMENT
ACTIVITY**

Water Leaks	2
Overgrown Premises	146
No Roof Permit	1
Brush Accumulation (alley)	4
No Sewer Permit	1
Illegal Dumping	1
Low Hanging Tree Limbs	1
Fence Inspection	6
Overgrown Vacant Lot	9
Snipe Signs	12
Outside Storage	7
Accumulation Trash & Debris	5
Zoning Violation	1
Dilapidated Fence	2
Illegal Business Signs	2
Graffiti Abated	6
Illegal Illumination	1
Animal Control Assist	2
TOTAL CODE ENFORCEMENT ACTIVITIES	209
COMPLIED W/CODE VIOLATION NOTICE	182

**ANIMAL CONTROL
ACTIVITY**

Dogs Running at Large	47
Cats Running at Large	21
Barking Dogs	5
Leash Law Violation	0
Dead Animals	4
Wild Animals Relocated	19
Horse	1
Excessive Animals in Dwelling	0
Requests for Traps	14
Animals Reported Lost	2
Animals Found	0
Assistance w/ Snipe Sign Removal	21
Assistance w/Graffiti Abatement	0
TOTAL ANIMAL CONTROL ACTIVITIES	134

FEBRUARY 2012

COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 3 of 3



COMMUNITY & CONFERENCE CENTER RENTALS

COMMUNITY CENTER RENTALS

- Feb 2012 – three (3)
- * Feb 2011 – Four (4)

REVENUE - \$3,062

CONFERENCE CENTER RENTALS

- Feb 2012 – three (3)
- * Jan 2011 – One (1)

REVENUE - \$2,631

Other Events Held:

- The American Backflow Workshop – February 9
- Community Events Committee – February 15
- MPO Meeting – February 13
- Earthwise – February 25

OTHER COMMUNITY & ECONOMIC DEVELOPMENT ACTIVITIES

- Meeting regarding Potential Construction of an AutoZone at the corner of Bandera Road and Seneca Drive
- Meeting with San Antonio Board of Realtors Regarding the Proposed Property Maintenance Code
- Meeting with the County Regarding LC-17
- Meeting with DPS regarding site plan, traffic and proposed construction
- Bandera Road Beautification – continued collaboration with City Manager, Jim Carrillo and TxDot
- Continued Preparation for the Taste of Leon Valley
- M&C consideration for Los Leones - \$10 food booth fee vs. \$20
- Economic Development Corporation Meeting – February 22
- Tree Advisory Board Meeting – February 22
- Zoning Commission Meeting – February 28

MARCH 2012

COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 1 of 3



BUILDING PERMIT ACTIVITY

There was one (1) residential building permit issued in March 2012 for a new home, which generated \$1,437.50 revenue and cumulatively were valued at \$200,000. There were no commercial projects this month.

The overall permits (fence, roof, HVAC, electrical, plumbing, etc...) issued in March 2012 totaled 107. The revenue generated was \$16,068.50.

Application was made for a Certificate of Occupancy by the following:

Edcotex, Inc	6502 Bandera
Small Wonders, LLC	6531 Bandera
Atlantis Discovered	7036 Bandera
Black Note Studio Galleria	570 Wurzbach
Commmializadora Hernandez Bros, LLC	5504 Bandera #608

There were a total of Five (5) Certificates of Occupancy. The revenue totaled \$300.

ZONING & LAND USE PROJECTS

There were no zoning cases received in March 2012.

INSPECTIONS/REVIEWS

BUILDING

85 inspections conducted in March 2012 by Bruce Bealor at a fee of \$2,550.

HEALTH

Steve Barscewski conducted 25 inspections in March 2012 at a fee of \$959.

-01 food service establishments

-18 complaints

-03 retail food store

-03 certificates of occupancy



MARCH 2012

**COMMUNITY DEVELOPMENT
MONTHLY REPORT**

Page 2 of 3

**CODE ENFORCEMENT
ACTIVITY**

Water Leaks	4
Overgrown Premises	144
No Fence Permit	1
Brush Accumulation (alley)	28
Overgrown Vacant Lot	29
Zoning Violations	3
Right of Way Violations	1
Fence Inspection	13
No Roof Permit	3
Snipe Signs	33
Outside Storage	7
Accumulation Trash & Debris	4
Sidewalk Obstruction	2
Dilapidated Fence	2
Illegal Business Signs	9
Graffiti Abated	9
Overgrown Alley	33
Animal Control Assist	3
TOTAL CODE ENFORCEMENT ACTIVITIES	328
COMPLIED W/CODE VIOLATION NOTICE	288

**ANIMAL CONTROL
ACTIVITY**

Dogs Running at Large	21
Cats Running at Large	9
Barking Dogs	11
Leash Law Violation	2
Dead Animals	5
Wild Animals Relocated	9
Horse	0
Excessive Animals in Dwelling	0
Requests for Traps	12
Animals Reported Lost	9
Animals Found	3
Assistance w/ Snipe Sign Removal	29
Assistance w/Graffiti Abatement	0
TOTAL ANIMAL CONTROL ACTIVITIES	110

MARCH 2012

COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 3 of 3



COMMUNITY & CONFERENCE CENTER RENTALS

COMMUNITY CENTER RENTALS

- March 2012 - two (2)
- * March 2011 - Four (4)

REVENUE - \$1,950

CONFERENCE CENTER RENTALS

- March 2012 - Three (3)
- * March 2011 - Four (4)

REVENUE - \$2,520

Other Events Held:

- The American Backflow Workshop - March 8
- Community Events Committee - March 21
- Los Leones - March 30 & 31
(28th NISD equipment delivered in p.m., 29th set-up of art boards, 30th teacher art set-up & in p.m. judging, , 31th event, April 1st holdover of NISA equipment & supplies, April 2 pick-up of NISD equipment & supplies to clear both halls.

HOTEL/MOTEL REVENUE - \$7,515

* Previous March 2011 - \$2,577

OTHER COMMUNITY & ECONOMIC DEVELOPMENT ACTIVITIES

- Continued Planning and Organization of Taste of Leon Valley
- Continued Collaboration with Jim Carrillo and TxDot Regarding Bandera Road Beautification
- WebQA Presentation to the BOMA and LCEDC - March 13 & 28
- Community Development Assistant Resigned - March 19
- Drainage Concerns Sawyer Road and Huebner Road submitted to Community Development by Ms. Marcotte and Ms. Hale and Involving the Buddhist Temple
- Continued issues with the constructed Retaining Wall on Rue Marielyne - wall constructed in the wrong place
- Numerous Records Requests from Vicky Jamvold - 7203 Poss Road
- Tree Advisory Meeting - March 21
- Zoning Meeting - March 27
- LVEDC Meeting - March 28

ECONOMIC DEVELOPMENT DEPARTMENT

Staff Report for March 2012

1. Implemented plan to meet Leon Valley restaurant owners and managers by visiting Sabor a Mi, Café Con Leche, Moroccan Bites, and Tellez.
2. Met with owner of Old West Burgers regarding potential/available restaurant space and LVEDC funding for relocation of restaurant from San Antonio to Leon Valley.
3. Met with owner/manager of Five Star Barbershop regarding possible LVEDC funding for property improvements.
4. Met with CPS Economic Development Team to discuss the utility's economic development programs to assist cities in their service area.
5. Outreach to Leon Valley Area Chamber of Commerce president to discuss economic development partnership opportunities.
6. Outreach to the Office of the Governor – Economic Development & Tourism to set up meeting with South Texas Region representative for April, and to apply for inclusion in their database to receive prospect business leads.
7. Outreach to the UTSA Small Business Development Center to discuss future small business workshop(s) for area businesses.
8. Established director's membership in Texas Economic Development Council.

Monthly Report

Finance

March 2012

Sales Tax Revenue

- ❖ Sales tax revenue of \$122,390 was received from the State Comptroller's office in March. After consideration of the March sales tax payment, year-to-date sales tax revenues are 2.60% lower than this time last year.

Street Maintenance Sales Tax Revenue

- ❖ Street Maintenance Sales tax revenue of \$30,593 was received from the State Comptroller's office in March.

Ad Valorem Taxes

- ❖ Ad valorem tax collections of \$36,438 were received from the Tax Assessor/Collector's office in March. Collections for March 2011 were \$60,616.

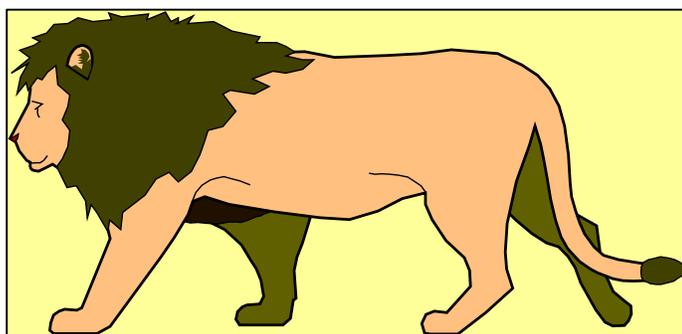
Winter Sewer Averaging

- ❖ March utility bills reflect the new winter sewer averages for residential customers. Winter averages are calculated using water consumption figures for the period of November 15 through February 15. The system wide sewer average for residential customers was calculated to be \$17.32 monthly, which is \$2.80 lower than the average calculated last year. The system average is used to calculate monthly billings for non-metered residential customers (customers with sewer service only) and new metered residential customers. Sewer adjustment requests for water leaks occurring during the winter averaging period will be accepted in the Finance department until May 1.

LEON VALLEY PUBLIC LIBRARY STATISTICS

MARCH 2012

	MARCH 2012	<i>Compared to</i>	FEBRUARY 2012
Items Loaned	3167		3226
EBSCOHost Sessions	5		5
OneClickAudio Sessions	0		0
Days Open/Average Per Day	22/144		20/161
Door Count	9394		8279
Volunteer Hours	290		310
Items Added New/Redo	303/227		227/170
Value of Gift Items	\$2404		\$1306
Reference Questions	516		484
Items Withdrawn	36		60
Library Cards Issued	48		40
Internal Internet Sessions	520		505
External Wi-Fi Accesses	1266		1411
Faxes Sent	91		76
Lit. Students/Items Used	<i>3stu/6bks</i>		<i>3stu/6bks</i>
ILL Received TexPress	<i>24pkg/24bks</i>		<i>18pkg/18bks</i>
ILL Returned TexPress	<i>22Pkg/23bks</i>		<i>14pkg/14bks</i>
ILL Mailed	<i>2 in/ 1 out</i>		<i>2 in/3 out</i>
Library Fines	\$77.00		\$75.00
Library Copy	\$96.00		\$79.50
Tax Equivalent	\$30.00		\$148.75
Gifts and Memorials	\$75.00		\$20.00



Public Works Monthly Report

March 2012



Director's Report

- Attended all normal Staff meetings, Park Commission and CAG
- Met with Eduardo Nunez, Nunez lawn Service to mow Huebner Creek, Onion House
- Met with SIA Engineer for various projects in progress
- Met with Roy Akiona and Tony Saucedo, San Antonio Design Group
- Met with Kristi Flores, Developments on several projects in progress
- Met with Brad Pearce, Viking Construction ; Charles Brown, Ruben Cepeda, Interstate Barricades
- Met with Phillip Sharp, River City Pool Service
- Met with David Mooney, Quarter Moon Plumbing



Assistant Director's Report

- Met with Chuck Christians
- Met with Justin Bustos, Boy Scouts for Park maintenance project
- Met with Kristie Flores, Development
- Met with Brad Pearce, Viking Construction; Charles Brown, Ruben Cepeda, Interstate Barricades



Construction Crew Activities

- 03-01 Grass Valley Easement: Graded and rolled alley.
- 03-05 Grass Valley and Tea Leaf Easements: Continued and completed grading and rolling alleys.
- 03-06 6634 Peach Tree: Cut grass in alley between Grass Valley and Poss Rd. Also filled and leveled low areas behind 6634 Peach Tree.
- 03-07 5258 Evers Rd.: Excavated, backfilled and compacted collapsed sewer line ditch.
- 03-08 &09 PSC: Cleaned and serviced equipment. Also hauled base material and top soil to yard.
- 03-12&13 5258 Evers Rd.: Spread top soil and laid sod over collapsed sewer line area.
- 03-14&15 6018 Forest Bend: Leveled alley and added stabilized base material. Watered and compacted material.
- 03-16 Grass Valley and Tea Leaf Easements: Continued and completed adding and compacting material to alleys.
- 03-19 PSC: Began to excavate and prep gutter for asphaltting.
- 03-20 PSC: Received and unloaded 3 storm drain inlets for Timberhill and Huebner. Also hauled in fresh top soil.
- 03-21 PSC: Continued to prep gutter area to be asphalted.
- 03-22 PSC: Saw cut and oiled gutter.
- 03-23 PSC: Spread and compacted 20 tons of hot mix asphalt in gutter.
- 03-26 PSC: Received and unloaded remaining 3 storm drain inlets for Timberhill and Huebner.
- 03-26 PSC: Purchased and hauled in 2 pallets of Cold Mix asphalt.
- 03-27 PSC: Received and calibrated new mosquito fogger.
- 03-28 PSC: Crew began to dismantle mosquito fogger.
- 03-29 Hauled new fogger back to vendor, Plan B to have it serviced for defective component.
- 03-30 PSC: Removed knockouts from storm drain inlets.



Water Crew Activities

Water Samples for S.A. Health District	11 water samples for analysis
Disconnect Notices	158
Disconnect Water Service	29
Flush dead-end water mains	26 Flushed
Meter Reading	3 Days
Meter Re-reads	12 Re-reads
Meter Changed Out Program	5 Meters changed out
Temporary Meters Installed	2 Installed
Move Outs	6 Closed
Move INS	5 Activated

Locates

8 Completed

Wells/Tower Sites
City Wide

Cut grass and trim
Fire hydrant list and painted hydrants

LOCATION

Aids Drive, Samaritan and PCS
Lark Song
Centerfield
Autumn Chase
Poss Road
Library
Forest Ridge
Poss Road
Clover bend
Nutmeg/Linklea
Seneca
Poss/Bandera
Horsetail
Eckhert

SERVICE

cleaned sewer lines for four days
replaced curb stop
repaired leaking ¾ copper line
repaired sewer line
repaired fire hydrant
repaired sprinkler leak and water line
ran sewer camera
painted fire hydrants and flushed dead ends
replaced gasket at meter
checked for meter leak, customer side
ran sewer jet
raised valve cover, sawcut asphalt, cut meter box lids
replaced U Branch and curbstops
new service tap



Maintenance Crew

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

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

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

Community Center:	Grounds cut and trimmed, repairs as needed
Community Center:	Wednesday set up for bingo & Thursday cleaned up for seniors
Community Center:	Set up for events
Library:	Grounds cut and trimmed, pick up recyclables
Library:	Repairs as needed
Library Annex:	Clean, mow and trim, repairs as needed
City Hall:	Grounds cut and trimmed, Mondays only, repairs as needed
City Hall:	Pick up recyclables
City Hall:	Completed remodel of restroom
LVPD:	Repairs as needed
LVFD:	Repairs as needed
Citywide:	Removed graffiti throughout the city
Citywide:	Reinstall fallen stop/street signs
Citywide:	Check surveillance camera and maintain
Citywide:	Removed fallen trees
Marquee	Marquee update as they come in
Service requests:	Various requests completed as they come in



CITY OF LEON VALLEY
FINANCIAL STATEMENT
MARCH 2012



General Fund

	FY 2011-2012 BUDGET		FY 2011-2012 Y-T-D ACTUAL		FY 2010-2011 Y-T-D	
REVENUE						
Ad Valorem	\$ 3,057,097	50.0%	\$ 2,712,391	88.7%	\$ 2,699,971	88.8%
Sales Taxes	1,795,645	50.0%	562,243	31.3%	577,050	34.7%
Franchise Taxes	706,236	50.0%	361,859	51.2%	359,961	51.3%
Licenses,Permits,Fees,Fines	1,190,346	50.0%	549,473	46.2%	650,647	54.3%
Miscellaneous	156,084	50.0%	59,074	37.9%	91,464	36.4%
TOTAL REVENUE	\$ 6,905,408	50.0%	\$ 4,245,040	61.5%	\$ 4,379,093	63.9%
EXPENDITURES						
Business Office	\$ 189,985	50.0%	\$ 73,159	38.5%	\$ 84,318	42.9%
Finance	227,277	50.0%	109,962	48.4%	109,140	50.6%
Council & Manager	366,125	50.0%	175,504	47.9%	190,669	41.7%
Police	2,146,262	50.0%	1,083,040	50.0%	1,094,810	50.0%
Fire	2,138,627	50.0%	1,036,693	48.0%	1,040,990	50.0%
Public Works	1,120,835	50.0%	535,260	47.8%	521,599	43.7%
Community Development	380,160	50.0%	207,802	54.7%	168,739	47.8%
Economic Development	129,282	50.0%	29,731	23.0%	59,655	45.2%
Special Events	13,750	50.0%	2,582	18.8%	3,455	11.5%
Parks & Recreation	116,559	50.0%	47,237	40.5%	58,133	51.2%
Library	427,827	50.0%	133,435	31.2%	136,724	50.6%
Other Sources/Uses	18,000	50.0%	-	-	-	-
TOTAL EXPENDITURES	\$ 7,274,689	50.0%	\$ 3,434,405	47.3%	\$ 3,468,232	48.4%



Water and Sewer Fund

	FY 2011-2012 <u>BUDGET</u>		FY 2011-2012 <u>Y-T-D ACTUAL</u>		FY 2010-2011 <u>Y-T-D</u>	
<u>REVENUE</u>						
Water Sales	\$ 1,475,894	50.0%	\$ 562,957	38.1%	\$ 584,629	40.4%
Sewer Sales	1,541,447	50.0%	700,852	45.5%	675,647	38.1%
Connection & Platting	2,500	50.0%	450	18.0%	1,425	71.3%
Customer Fees	43,300	50.0%	23,348	53.9%	21,857	55.8%
Tapping Fees	21,000	50.0%	2,805	13.4%	7,080	27.4%
Miscellaneous	16,000	50.0%	1,314	8.2%	7,713	20.2%
TOTAL REVENUE	\$ 3,100,141	50.0%	\$ 1,291,726	41.7%	\$ 1,298,351	39.0%
<u>EXPENDITURES</u>						
Business Office	592,998	50.0%	248,007	41.8%	248,808	46.1%
Water System	942,368	50.0%	451,789	47.9%	475,032	30.2%
Sewer System	1,424,716	50.0%	473,494	33.2%	556,362	37.9%
Storm Water	343,073	50.0%	153,461	44.7%	86,436	22.6%
TOTAL EXPENDITURES	\$ 3,303,155	50.0%	\$ 1,326,750	40.2%	\$ 1,366,638	34.5%



Community Center Fund

FY 2011-2012 BUDGET	FY 2011-2012 Y-T-D ACTUAL	FY 2010-2011 Y-T-D
------------------------	------------------------------	-----------------------

<u>REVENUE</u>						
Hotel/Motel Taxes	66,701	50.0%	14,358	21.5%	16,402	32.8%
RENTAL FEES:						
Community Center	48,000	50.0%	17,200	35.8%	19,415	42.2%
Conference Center	26,000	50.0%	13,137	50.5%	12,558	29.9%
Miscellaneous:						
CDBG Grant	-	0.0%	-	-	-	-
CPS Energy Rebate	-	0.0%	-	-	-	-
TOTAL REVENUE	\$ 140,701	50.0%	\$ 44,695	31.8%	\$ 48,375	29.7%
TOTAL EXPENDITURES	\$ 134,881	50.0%	\$ 55,977	41.5%	\$191,737	62.4%



Street Maintenance Sales Tax

	Actual FY 2010	Actual FY 2011	Budget FY 2012	Actual FY 2012
Revenues	422,653	429,403	439,560	139,262
Transfers In	-	-	-	-
TOTAL REVENUES	422,653	429,403	439,560	139,262
Expenditures	402,824	500,431	546,311	137,264
TOTAL EXPENDITURES	402,824	500,431	546,311	137,264
FUND BALANCE	575,300	504,272	397,521	506,270

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2012

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	3,057,097.00	41,552.63	0.00	2,712,390.67	0.00	344,706.33	88.72
SALES TAXES	1,795,645.00	122,390.00	0.00	562,243.18	0.00	1,233,401.82	31.31
FRANCHISE FEES	706,236.00	4,210.29	0.00	361,859.40	0.00	344,376.60	51.24
LICENSE, PERMITS, FEES, FINE	1,190,346.00	104,770.08	0.00	549,472.70	0.00	640,873.30	46.16
MISCELLANEOUS	<u>156,084.00</u>	<u>13,300.99</u>	<u>0.00</u>	<u>59,073.85</u>	<u>0.00</u>	<u>97,010.15</u>	<u>37.85</u>
TOTAL REVENUE	6,905,408.00	286,223.99	0.00	4,245,039.80	0.00	2,660,368.20	61.47
=====							
EXPENDITURE SUMMARY							

Business Office							

PERSONNEL SERVICES	79,221.00	5,987.99	0.00	28,198.72	0.00	51,022.28	35.60
SUPPLIES	9,600.00	56.97	0.00	3,324.15	120.82	6,155.03	35.89
CONTRACTUAL SERVICES	<u>101,164.00</u>	<u>11,792.11</u>	<u>0.00</u>	<u>41,093.70</u>	<u>421.50</u>	<u>59,648.80</u>	<u>41.04</u>
TOTAL Business Office	189,985.00	17,837.07	0.00	72,616.57	542.32	116,826.11	38.51
Finance							

PERSONNEL SERVICES	140,036.00	15,243.92	0.00	70,986.55	0.00	69,049.45	50.69
SUPPLIES	8,517.00	92.95	0.00	4,180.71	0.00	4,336.29	49.09
CONTRACTUAL SERVICES	73,724.00	7,942.70	0.00	34,794.30	0.00	38,929.70	47.20
CAPITAL OUTLAY	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
TOTAL Finance	227,277.00	23,279.57	0.00	109,961.56	0.00	117,315.44	48.38
City Manager & Council							

PERSONNEL SERVICES	191,638.00	20,775.97	0.00	95,071.30	0.00	96,566.70	49.61
SUPPLIES	17,150.00	829.34	0.00	3,179.02	0.00	13,970.98	18.54
CONTRACTUAL SERVICES	117,337.00	9,445.49	0.00	72,288.07	466.00	44,582.93	62.00
CAPITAL OUTLAY	<u>40,000.00</u>	<u>4,500.00</u>	<u>0.00</u>	<u>4,500.00</u>	<u>0.00</u>	<u>35,500.00</u>	<u>11.25</u>
TOTAL City Manager & Council	366,125.00	35,550.80	0.00	175,038.39	466.00	190,620.61	47.94

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2012

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	217,555.00	23,569.23	0.00	110,050.31	0.00	107,504.69	50.59
SUPPLIES	1,900.00	22.85	0.00	1,063.29	0.00	836.71	55.96
CONTRACTUAL SERVICES	<u>28,472.00</u>	<u>4,082.51</u>	<u>0.00</u>	<u>14,285.88</u>	<u>0.00</u>	<u>14,186.12</u>	<u>50.18</u>
TOTAL Police Administration	247,927.00	27,674.59	0.00	125,399.48	0.00	122,527.52	50.58
Police Crime Prevention							
TOTAL Police Crime Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Patrol							
PERSONNEL SERVICES	1,178,888.00	125,686.79	0.00	603,170.05	204.06	575,513.89	51.18
SUPPLIES	67,900.00	6,039.63	0.00	29,084.47	180.00	38,635.53	43.10
CONTRACTUAL SERVICES	<u>9,700.00</u>	<u>2,250.92</u>	<u>0.00</u>	<u>4,208.28</u>	<u>0.00</u>	<u>5,491.72</u>	<u>43.38</u>
TOTAL Police Patrol	1,256,488.00	129,475.50	0.00	636,462.80	384.06	619,641.14	50.68
Police Communications							
PERSONNEL SERVICES	276,015.00	28,217.02	0.00	129,725.44	0.00	146,289.56	47.00
SUPPLIES	1,025.00	0.00	0.00	518.49	0.00	506.51	50.58
CONTRACTUAL SERVICES	<u>5,125.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,922.25</u>	<u>0.00</u>	<u>2,202.75</u>	<u>57.02</u>
TOTAL Police Communications	282,165.00	28,217.02	0.00	133,166.18	0.00	148,998.82	47.19
Police Investigations							
PERSONNEL SERVICES	283,127.00	30,146.75	0.00	144,759.01	0.00	138,367.99	51.13
SUPPLIES	2,100.00	0.00	0.00	329.32	0.00	1,770.68	15.68
CONTRACTUAL SERVICES	<u>5,200.00</u>	<u>746.25</u>	<u>0.00</u>	<u>1,727.61</u>	<u>0.00</u>	<u>3,472.39</u>	<u>33.22</u>
TOTAL Police Investigations	290,427.00	30,893.00	0.00	146,815.94	0.00	143,611.06	50.55
Police Narcotics TF							
PERSONNEL SERVICES	69,119.00	9,252.83	0.00	40,811.89	0.00	28,307.11	59.05
CONTRACTUAL SERVICES	<u>136.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>136.00</u>	<u>0.00</u>
TOTAL Police Narcotics TF	69,255.00	9,252.83	0.00	40,811.89	0.00	28,443.11	58.93

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2012

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	213,852.00	22,082.55	0.00	112,587.46	0.00	101,264.54	52.65
SUPPLIES	4,940.00	62.02	0.00	2,371.50	10.40	2,558.10	48.22
CONTRACTUAL SERVICES	36,639.00	2,344.48	0.00	22,729.80	0.00	13,909.20	62.04
CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	14,927.00	73.00	99.51
TOTAL Fire Administration	270,431.00	24,489.05	0.00	137,688.76	14,937.40	117,804.84	56.44
Fire Reserves							

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

PERSONNEL SERVICES	1,588,452.00	156,361.81	0.00	741,011.63	395.99	847,044.38	46.67
SUPPLIES	33,738.00	1,003.51	0.00	6,349.21	0.00	27,388.79	18.82
CONTRACTUAL SERVICES	50,986.00	9,340.29	0.00	29,080.27	1,980.00	19,925.73	60.92
CAPITAL OUTLAY	62,980.00	0.00	0.00	26,518.45	0.00	36,461.55	42.11
TOTAL Fire Operations	1,736,156.00	166,705.61	0.00	802,959.56	2,375.99	930,820.45	46.39
Fire Prevention							

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

SUPPLIES	34,447.00	4,383.28	0.00	16,527.28	787.39	17,132.33	50.26
CONTRACTUAL SERVICES	67,791.00	2,809.08	0.00	34,447.04	0.00	33,343.96	50.81
CAPITAL OUTLAY	29,802.00	0.00	0.00	26,970.02	0.00	2,831.98	90.50
TOTAL Fire EMS	132,040.00	7,192.36	0.00	77,944.34	787.39	53,308.27	59.63
Public Works M&O							

PERSONNEL SERVICES	717,235.00	73,632.35	0.00	369,263.40	0.00	347,971.60	51.48
SUPPLIES	164,800.00	15,761.49	0.00	56,796.07	0.00	108,003.93	34.46
CONTRACTUAL SERVICES	193,300.00	14,734.02	0.00	86,434.72	0.00	106,865.28	44.72
CAPITAL OUTLAY	45,500.00	0.00	0.00	0.00	22,765.85	22,734.15	50.03
TOTAL Public Works M&O	1,120,835.00	104,127.86	0.00	512,494.19	22,765.85	585,574.96	47.76

CITY OF LEON VALLEY
 FINANCIAL STATEMENT - UNAUDITED
 AS OF: MARCH 31ST, 2012

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	207,512.00	22,064.18	0.00	97,333.83	0.00	110,178.17	46.91
SUPPLIES	9,200.00	435.70	0.00	5,585.81	10.01	3,604.18	60.82
CONTRACTUAL SERVICES	147,448.00	24,868.34	0.00	88,979.43	0.00	58,468.57	60.35
CAPITAL OUTLAY	16,000.00	0.00	0.00	0.00	15,892.65	107.35	99.33
TOTAL Community Development	380,160.00	47,368.22	0.00	191,899.07	15,902.66	172,358.27	54.66
Economic Development							

PERSONNEL SERVICES	111,647.00	7,974.61	0.00	28,175.07	0.00	83,471.93	25.24
SUPPLIES	4,500.00	33.60	0.00	144.66	0.00	4,355.34	3.21
CONTRACTUAL SERVICES	13,135.00	992.06	0.00	1,410.86	0.00	11,724.14	10.74
TOTAL Economic Development	129,282.00	9,000.27	0.00	29,730.59	0.00	99,551.41	23.00
Special Events							

SUPPLIES	13,750.00	568.29	0.00	2,581.57	0.00	11,168.43	18.78
TOTAL Special Events	13,750.00	568.29	0.00	2,581.57	0.00	11,168.43	18.78
Parks & Recreation							

PERSONNEL SERVICES	70,559.00	8,493.40	0.00	37,880.55	0.00	32,678.45	53.69
SUPPLIES	26,000.00	289.77	0.00	1,303.05	3,427.60	21,269.35	18.19
CONTRACTUAL SERVICES	20,000.00	1,277.08	0.00	4,626.10	0.00	15,373.90	23.13
TOTAL Parks & Recreation	116,559.00	10,060.25	0.00	43,809.70	3,427.60	69,321.70	40.53
Library							

PERSONNEL SERVICES	194,880.00	20,630.47	0.00	97,452.82	0.00	97,427.18	50.01
SUPPLIES	21,133.00	814.25	0.00	3,107.96	0.00	18,025.04	14.71
CONTRACTUAL SERVICES	41,814.00	1,992.52	0.00	14,476.50	0.00	27,337.50	34.62
CAPITAL OUTLAY	170,000.00	1,987.00	0.00	18,397.53	0.00	151,602.47	10.82
TOTAL Library	427,827.00	25,424.24	0.00	133,434.81	0.00	294,392.19	31.19
** TOTAL EXPENDITURES ***							
	7,256,689.00	697,116.53	0.00	3,372,815.40	61,589.27	3,822,284.33	47.33
* REVENUE OVER (UNDER) EXPENDITURES *(
	351,281.00	410,892.54	0.00	872,224.40	61,589.27	1,161,916.13	330.77

CITY OF LEON VALLEY
 FINANCIAL STATEMENT - UNAUDITED
 AS OF: MARCH 31ST, 2012

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
<hr/>							
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(18,000.00)	0.00	0.00	0.00	0.00	(18,000.00)	0.00
TOTAL OTHER SOURCES/USES	(18,000.00)	0.00	0.00	0.00	0.00	(18,000.00)	0.00
<hr/>							
NET GAIN OR (LOSS)	(369,281.00)	(410,892.54)	0.00	872,224.40	(61,589.27)	(1,179,916.13)	
=====							

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2012

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	16,000.00	(2.21)	0.00	1,313.60	0.00	14,686.40	8.21
WATER SALES	1,475,894.00	98,699.81	0.00	562,957.24	0.00	912,936.76	38.14
SEWER SALES	1,541,447.00	130,450.82	0.00	700,852.49	0.00	840,594.51	45.47
CONNECTION & PLATTING	2,500.00	75.00	0.00	450.00	0.00	2,050.00	18.00
CUSTOMER FEES	43,300.00	3,609.18	0.00	23,347.54	0.00	19,952.46	53.92
TAPPING FEES	<u>21,000.00</u>	<u>1,755.00</u>	<u>0.00</u>	<u>2,805.00</u>	<u>0.00</u>	<u>18,195.00</u>	<u>13.36</u>
TOTAL REVENUE	3,100,141.00	234,587.60	0.00	1,291,725.87	0.00	1,808,415.13	41.67
EXPENDITURE SUMMARY							
Business Office							
PERSONNEL SERVICES	448,365.00	46,444.20	0.00	213,891.43	0.00	234,473.57	47.70
SUPPLIES	33,000.00	1,659.52	0.00	7,174.17	0.00	25,825.83	21.74
CONTRACTUAL SERVICES	91,633.00	2,104.81	0.00	26,941.43	0.00	64,691.57	29.40
CAPITAL OUTLAY	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>	<u>0.00</u>
TOTAL Business Office	592,998.00	50,208.53	0.00	248,007.03	0.00	344,990.97	41.82
Water System							
PERSONNEL SERVICES	283,893.00	29,376.47	0.00	151,053.31	0.00	132,839.69	53.21
SUPPLIES	82,000.00	6,221.01	0.00	27,894.14	0.00	54,105.86	34.02
CONTRACTUAL SERVICES	378,475.00	7,246.79	0.00	257,455.29	0.00	121,019.71	68.02
CAPITAL OUTLAY	<u>198,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>15,385.85</u>	<u>182,614.15</u>	<u>7.77</u>
TOTAL Water System	942,368.00	42,844.27	0.00	436,402.74	15,385.85	490,579.41	47.94
Sewer System							
PERSONNEL SERVICES	91,566.00	7,255.76	0.00	47,829.80	0.00	43,736.20	52.24
SUPPLIES	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0.00
CONTRACTUAL SERVICES	<u>1,318,150.00</u>	<u>79,054.16</u>	<u>0.00</u>	<u>425,664.37</u>	<u>0.00</u>	<u>892,485.63</u>	<u>32.29</u>
TOTAL Sewer System	1,424,716.00	86,309.92	0.00	473,494.17	0.00	951,221.83	33.23

CITY OF LEON VALLEY
 FINANCIAL STATEMENT - UNAUDITED
 AS OF: MARCH 31ST, 2012

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
Storm Water							

PERSONNEL SERVICES	154,073.00	17,243.74	0.00	76,570.57	0.00	77,502.43	49.70
SUPPLIES	23,500.00	0.00	0.00	645.11	20,342.00	2,512.89	89.31
CONTRACTUAL SERVICES	165,500.00	3,599.94	0.00	55,902.99	0.00	109,597.01	33.78
TOTAL Storm Water	343,073.00	20,843.68	0.00	133,118.67	20,342.00	189,612.33	44.73
<hr/>							
*** TOTAL EXPENDITURES ***	3,303,155.00	200,206.40	0.00	1,291,022.61	35,727.85	1,976,404.54	40.17
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *(203,014.00)	34,381.20	0.00	703.26(35,727.85(167,989.41)	82.75
	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
=====							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
NET GAIN OR (LOSS)	(203,014.00)	34,381.20	0.00	703.26(35,727.85(167,989.41)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

CITY OF LEON VALLEY
 FINANCIAL STATEMENT - UNAUDITED
 AS OF: MARCH 31ST, 2012

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	66,701.00	(7,515.06)	0.00	14,357.84	0.00	52,343.16	21.53
FEES	<u>74,000.00</u>	<u>6,536.00</u>	<u>0.00</u>	<u>30,337.00</u>	<u>0.00</u>	<u>43,663.00</u>	<u>41.00</u>
TOTAL REVENUE	<u>140,701.00</u>	<u>(979.06)</u>	<u>0.00</u>	<u>44,694.84</u>	<u>0.00</u>	<u>96,006.16</u>	<u>31.77</u>
=====							
EXPENDITURE SUMMARY							

Community Center Operations							

PERSONNEL SERVICES	81,381.00	7,588.26	0.00	37,782.80	0.00	43,598.20	46.43
SUPPLIES	6,900.00	25.08	0.00	381.98	0.00	6,518.02	5.54
CONTRACTUAL SERVICES	41,600.00	2,132.63	0.00	17,812.64	0.00	23,787.36	42.82
CAPITAL OUTLAY	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
TOTAL Community Center Operations	<u>134,881.00</u>	<u>9,745.97</u>	<u>0.00</u>	<u>55,977.42</u>	<u>0.00</u>	<u>78,903.58</u>	<u>41.50</u>
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 **	<u>134,881.00</u>	<u>9,745.97</u>	<u>0.00</u>	<u>55,977.42</u>	<u>0.00</u>	<u>78,903.58</u>	<u>41.50</u>
=====							
* REVENUE OVER(UNDER) EXPENDITURES *	<u>5,820.00</u>	<u>(10,725.03)</u>	<u>0.00</u>	<u>(11,282.58)</u>	<u>0.00</u>	<u>17,102.58</u>	<u>293.86</u>
=====							
OTHER FINANCING SOURCES (USES)							

TOTAL OTHER SOURCES/USES	<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>

NET GAIN OR (LOSS)	<u>5,820.00</u>	<u>(10,725.03)</u>	<u>0.00</u>	<u>(11,282.58)</u>	<u>0.00</u>	<u>17,102.58</u>	
=====							

** END OF REPORT **

FINANCIAL STATEMENT - UNAUDITED

AS OF: MARCH 31ST, 2012

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	439,560.00	30,593.29	0.00	139,262.07	0.00	300,297.93	31.68
TOTAL REVENUE	439,560.00	30,593.29	0.00	139,262.07	0.00	300,297.93	31.68
EXPENDITURE SUMMARY							
Street Maintenance Tax							
CONTRACTUAL SERVICES	546,311.00	0.00	0.00	137,264.20	0.00	409,046.80	25.13
TOTAL Street Maintenance Tax	546,311.00	0.00	0.00	137,264.20	0.00	409,046.80	25.13
*** TOTAL EXPENDITURES ***	546,311.00	0.00	0.00	137,264.20	0.00	409,046.80	25.13
** REVENUE OVER (UNDER) EXPENDITURES **	(106,751.00)	30,593.29	0.00	1,997.87	0.00	(108,748.87)	101.87
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)	(106,751.00)	30,593.29	0.00	1,997.87	0.00	(108,748.87)	

*** END OF REPORT ***

**LEON VALLEY BUSINESS OWNERS'
AND MANAGERS' ASSOCIATION
MEETING MINUTES
Tuesday, March 13, 2012**

- I. CALL TO ORDER & ROLL CALL:** The meeting was called to order at 1:10 p.m. by Chairman Al Baldrige. In attendance were Chairman, Al Baldrige; BOMA Members: Walter Geraghty, Mike McCarley, and Steven Price, Sr. Also present were City Liaisons Kristie Flores and Claudia Mora.
- II. APPROVAL OF MINUTES:** A motion was made by Walter Geraghty to approve the minutes of the January 10, 2012 as written, and was seconded by Steven Price, Sr. Discussion was called by the Chair Al Baldrige. Being no discussion, the motion to approve the minutes carried, and the minutes were approved by a unanimous vote.
- III. INTRODUCTION OF NEW ECONOMIC DEVELOPMENT DIRECTOR:** Kristie Flores introduced the City's new Economic Development Director, Claudia Mora. The new director summarized her education and economic development work experience. In addition, Ms. Mora stated that she was committed to working with BOMA and other business owners in Leon Valley to maintain and attract business to the City. Mr. Price asked the director to review the plans and tasks of BOMA, the Leon Valley Economic Development Corporation (LVEDC), and the City of Leon Valley to ensure goal alignment. Mr. Baldrige expressed that LVEDC funds be used for local businesses looking to expand. Mr. Price mentioned that BOMA formally support projects applying for LVEDC funds. Walter Geraghty asked where Ms. Mora's office was located and expressed concern that the Economic Development Department, LVEDC and the Leon Valley Area Chamber of Commerce be co-located at the Kinman House. Ms. Flores said Ms. Mora was located at City Hall because of resources and City team support immediately available. In addition, Ms. Flores stated that the City was looking into leasing the Kinman House on a long-term basis.
- IV. SHOP LOCAL PROGRAM (WebQA Presentation):** The BOMA members and staff liaisons moved to the City Council Chambers for the WebQA presentation on the Shop Local Program. Ms. Lisa Dowling presented the program via an online and dialup format. Ms. Dowling explained that micro- website would be anchored to the City's website. She also explained how the information would be gathered by WebQA, and how information and training session would be conducted to assist interested businesses participate. Mr. Baldrige asked what the cost would be. Ms. Dowling stated that the implementation fee would be \$800 (to be charged one time). The monthly subscription for the City of Leon Valley would be \$250. The City would have to make a minimum commitment of one year to use the program. Mr. Price asked Ms. Dowling to send a list of Texas cities using the program and a sample of letters or newsletters attesting to the success of using the program.
- V. ADJOURNMENT:** Mr. Geraghty made a motion to adjourn the meeting. Mr. Price seconded the motion. The meeting was adjourned at 2:10 p.m.

Signed:



Al Baldrige, BOMA Chair



Staff Liaison