

NOTICE OF PUBLIC MEETINGS
AGENDA
LEON VALLEY CITY COUNCIL MEETINGS
AUGUST 6, 2013, 6:30 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, 6:30 p.m.

1. **Call the Leon Valley Special City Council Meeting to Order, and Determine a Quorum is Present.**
 2. **Proclamation Recognizing City Secretary, Janie Willman on Her Three Years of Services to the City of Leon Valley.**
 3. **Adjourn**
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There will be a short reception honoring City Secretary, Janie Willman in the Leon Valley City Hall Foyer from 6:35 p.m. to 6:55p.m. The public is cordially invited.

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

4. **Call the City of Leon Valley Regular City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance.**
5. **Citizens to be Heard and Time for Objections to the Consent Agenda.** "Citizens to be Heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council for which the subject was not posted on the agenda of that meeting, the Council may receive the information, but cannot act upon it 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

6. **Consider Approval of the July 9, 2013 City Council Special and Regular Meetings Minutes. (City Secretary)**

Regular Agenda

7. **Consider Action on a Resolution Adopting or Providing Direction on the New City Logo for Purposes of Developing a New City Brand and City Identity, M&C # 08-01-13. (Mora, Mike De La Garza)**
8. **Consider action on Ordinance Allowing the City Manger to Negotiate a Contract with IDS Engineering for Consulting Services on the Leon Valley Hike and Bike Trail Project, M& C # 08-02-13. (Smith)**
9. **Presentation of Proposed Fiscal Year 2014 Budget, M&C # 08-03-13. (Wallace, Longoria)**

Discussion Agenda

10. **City Manager's Report (Longoria)**
 - A. **Discussion on Initiating "Coffee with Mayor & City Council" Sessions to Allow Residents Access to the Mayor & City Council Members.**
 - B. **Strategic Planning Update**
 - C. **Monthly Departmental Reports-Fire Department May and June**
 - D. **Future Agenda Items:**
 - 1) Report on the Pilot Recycling Program at The Ridge, August 20.
 - 2) Special Joint Meeting with LVEDC, August 20.
 - 3) Budget Hearings
 - a. August 20, 2013 City Council Budget Workshop
 - b. September 3, 2013 If needed, City Council Budget Workshop & First Public Hearing on Proposed Tax Rate
 - c. September 10, 2013 Second Public Hearing On Proposed Tax Rate
 - d. September 17, 2013 Public Hearing & Adoption of the Budget & Formal Adoption of the Tax Rate
 - 4) A Request by Manuel Rubio, applicant, to rezone approximately 4.26 acres of land from the Sustainability Overlay (SO) to the Commercial/Industrial Overlay (CIO) at 6217 Grissom, 6645 and 6655 Poss Road. The underlying zoning will remain B-3 (Commercial), August 20.
11. **Citizens to be Heard.**
12. **Announcements by the Mayor and City Council Members.** At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

Executive Session

13. 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).
14. Adjourn.

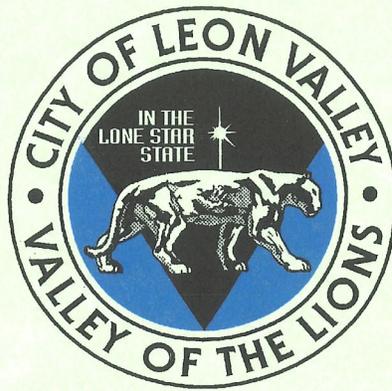
Attendance by Other Elected or Appointed Officials:

It is anticipated that members of other City boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum of other City boards, commissions and/or committees. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of other boards, commissions and/or committees of the City, whose members may be in attendance. The members of other City boards, commissions, and/or committees may not participate in discussions on the items listed on the agenda, which occur at the meeting, and no action will be taken by such in attendance unless such item and action is specifically provided for on an agenda for that City board, commission or committee subject to the Texas Open Meetings Act. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on Thursday, August 1, 2013, by 5:30 p.m., and remained posted until after the meeting(s) 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 in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.




Leticia Callanen, Interim City Secretary



PROCLAMATION OF APPRECIATION

WHEREAS, Janie Willman has completed three years of service with the City of Leon Valley; and

WHEREAS, Janie Willman in 2010 was appointed by City Council as the City Secretary; and

WHEREAS, the City of Leon Valley appreciates Janie Willman for the value and service she has provided to its citizens and feels she is deserving of public recognition; and

NOW THEREFORE, I, Chris Riley, Mayor of the City of Leon Valley, Texas, together with the entire Leon Valley City Council, do hereby express our heartfelt thanks and sincere appreciation to City Secretary Janie Willman Secretary of the City of Leon Valley for her three years of service to our community.

Signed by my hand on this the 6th day of August 2013.

Chris Riley

Mayor Chris Riley



**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
JULY 9, 2013**

City Council of the City of Leon Valley, Texas met on the 9th day of July, 2013 at 6 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

SPECIAL MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 6 P.M.

1. **Call the City of Leon Valley Special City Council Meeting to Order, and Determine a Quorum is Present.** Mayor Riley called the Special City Council Meeting to order at 6:01 p.m. with the following City Council Members in attendance: Ruiz, Reyna, Diaz, and Dean. Councilman Biever's absence was excused due to the re-scheduling of the Regular Meeting which would normally be held on July 16, 2013. The meeting was re-scheduled by City Council Ordinance No. 13-028 on June 18, 2013.

City staff in attendance: City Manager Longoria, City Attorney Zech, City Secretary Willman, and Economic Development Director Mora.

2. **Executive Session Under the Texas Local Government Code.** The City Council convened into Executive Session at 6:02 p.m., pursuant to Section 551.071, Consultation with Attorney, the City Attorney will consult with the City Council on legal issues associated with the Lease Agreement between the City of Leon Valley and the Leon Valley Historical Society, M&C # 07-01-13.

3. The City Council reconvened into Open Session at 7 p.m. to consider any possible recommended actions arising out of the Executive Session:

A. No action to be taken.

B. Authorizing the staff to take direction as discussed and recommended in the Executive Session. Councilman Reyna stated that pursuant to the City Manager's recommendation that the City Council direct the City Manager to find some sort of mediation-type path to resolve issues regarding the Natural Area Lease.

4. **Adjourn.** Motion by Councilman Reyna, second by Councilman Diaz to adjourn the meeting at 7 p.m. Mayor Riley adjourned the meeting without objection at 7 p.m.
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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 called the Regular City Council Meeting to order at 7:00 p.m. with the following City Council Members in attendance: Ruiz, Reyna, Diaz, and Dean. Councilman Biever's absence was excused due to the re-scheduling of the Regular Meeting which would normally be held on July 16, 2013. The Meeting was re-scheduled by City Council Ordinance No. 13-028 on June 18, 2013.

City staff in attendance: City Manager Longoria, City Attorney Zech, City Secretary Willman, Community Development Director Flores, Economic Development Director Mora, Interim Fire Chief Valdez, and Interim Assistant Fire Chief Lawson.

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Mayor Riley led the assembly in the Pledge of Allegiance.

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

Councilman Reyna asked for Consent Agenda Item 5 to be removed from the Consent Agenda for separate consideration.

Nancy Marin, 7222 Forest Meadow, addressed the City Council on Agenda Item 8, the Lease Agreement related to the Kinman House by El Sol Bakery. Ms. Marin indicated she would address the City Council when the Agenda Item was introduced for consideration.

Benny Martinez, 6319 Rue Sophie, addressed the City Council regarding the missed opportunity for economic development and in the changing of the City phone system to the VOIP (voice over internet protocol) system. Mr. Martinez stated that the Mission/Vision/Values statement of the City does not seem to be supported by the City Manager's actions. Mr. Martinez noted that he had emailed to the City Council copies of the quote. Mr. Martinez asked how much money was spent. He stated his company serviced the Police Department and the Kinman House for a number of years very successfully. Mr. Martinez stated that as a Leon Valley business he does not want or expect a guarantee of City business, only the chance to provide a bid. He asked why a local company was not contacted. He urged the City Council to defund this project until proper procedures are followed. He asked the City Council to show publicly that it is willing to make the hard decisions and is willing to follow its own Mission and Vision statements.

Ed Quisenberry, owner of Therapists for Optimal Health Therapeutic Body Work, also a member of the Board of Directors for the Leon Valley Area Chamber of Commerce, addressed the City Council about Consent Agenda Item 5, related to the request for the waiver for fees for the use of the Leon Valley Conference Center on July 17, 2013. Mr. Quisenberry informed the City Council that based on the short window of opportunity to set-up the Chamber luncheon and mixer, the Chamber was requesting that date be moved to August 21.

Roy Ramirez, 5549 Saffron Way, addressed the City Council regarding the Pilot Recycling Program at The Ridge Report. Mr. Ramirez discussed the timeline for the Report to be brought back to the City Council as having been determined to be in the June to July timeframe. He informed the City Council that he had also brought a petition with signatures to City Manager Longoria. Mr. Ramirez indicated that The Ridge Homeowners Association did not accurately represent the entire Homeowner's Association members as favoring the change from two solid waste collections per week to one collection per week.

Matthew Hodde, 5813 El Verde, addressed the City Council regarding 5801 El Verde Road, the property has grass is as high as an elephant's eye and requires Code Enforcement action. He thanked the City Council for its commitment in service.

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Evan Hodde, 5813 El Verde, addressed the City Council regarding 5801 El Verde Road, noting there is a fox that is killing domestic animals. He requested assistance from the City's Code Enforcement/Animal Control Department regarding the location and matter.

Nancy Marin, 7222 Forest Meadow, addressed the City Council again regarding Agenda Item 8. She noted that additional information is needed. She asked that the City Council to table this item and noted that the City needs to do its due diligence. She noted she has checked the City's website and the information which would answer her questions is not there yet. She requested that the City Council consider not approving this agenda item at this time.

Motion by Councilman Dean and second by Councilman Reyna to approve Consent Agenda Items 3, 4, and 6. Voting Aye: Ruiz, Reyna, Diaz, and Dean. Voting Nay: None. Absent and excused: Bieber. Mayor Riley announced the motion carried.

Consent Agenda

- 3. Consider Approval of the June 18, 2013 City Council Meeting Minutes.**
Approved the City Council Meeting Minutes of the June 18, 2013 Regular City Council Meeting.
- 4. Consider Approval of Waiver for Related Fees for the Use of the Leon Valley Conference Center for the Region 7 TML Dinner on July 12, 2013, Co-sponsored by the City of Leon Valley, M&C # 07-02-13.** Approved by minute order the waiver of the related fees for the use of the Leon Valley Conference Center for the Region 7 TML Dinner on July 12, 2013.
- 6. Consider Approval of a Budget Adjustment and Related Ordinance for the Community Center Fund for the Leon Valley Conference Center Repairs and Improvements, M&C # 07-04-13.**

Approved Ordinance No. 13-029 – An Ordinance Approving Amendments to the Original Budget of the City of Leon Valley, Texas, for the Fiscal Year of 2013.

- 5. Consider Approval of Waiver for Related Fees for the Use of the Leon Valley Conference Center by the Leon Valley Area Chamber of Commerce on July 17, 2013, Co-sponsored by the City of Leon Valley, M&C # 07-03-13.** Economic Development Director Mora introduced this agenda item, noting the Chamber's request earlier this evening to use the Conference Center on August 21, which staff confirmed is available for use.

Councilman Reyna asked that the item be removed for separate consideration as it had been brought to his attention that the date needed to be changed.

Motion by Councilman Reyna, second by Councilman Dean, to approve the waiver of the related fees for the use of the Leon Valley Conference Center by the Leon Valley Area Chamber of Commerce on August 21 as requested this evening. Voting Aye: Ruiz, Reyna, Diaz, and Dean. Voting Nay: None. Absent and excused: Bieber. Mayor Riley announced the motion carried.

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Regular Agenda

7. **Consider Action on a Resolution Adopting or Providing Direction on the New City Logo for Purposes of Developing a New City Brand and City Identity, M&C # 07-05-13.** Economic Development Director Mora introduced this agenda matter.

Communications Consultant Mike De La Garza addressed the City Council detailing the process, the initial work on the development of the proposed logo and its evolution to its current presentation. Mr. De La Garza noted that comments provided by the Branding Subcommittee members, community input, and City employees were brought forward. The image was discussed through four meetings. The logo is in its complete mountain lion design, with the essence of a mountain lion, or a puma image versus a Disney-like image of a lion. The Subcommittee was very diligent in its approach. The Subcommittee arrived at a consensus. Mr. De La Garza noted he and graphic artist Andrew Anguiano were happy to be part of the process.

Mayor Riley asked for the City Council's comments on the proposed logo.

Councilman Ruiz noted he showed the logo to his family and asked for comments. He noted the puma looks too much like something that would be used in a high school setting. Councilman Ruiz noted that when changes are made to the image he thought the City's Tree City USA should part of the City's identity and might need to be worked into the new logo.

Councilman Dean noted that he had received more calls on this City initiative than anything else since he had been on the City Council. He referenced receiving comments such as 'kitty city' and noted that something has to be done to make the lion's head look more involved. He noted the concept is good but that it needs to look more realistic like a lion rather than a caricature. He noted that he doesn't know how much money the City is spending but stated that more work needs to be done.

Councilman Reyna, noted that he too, showed the image to his family, and received feedback that the image looks like a high school or a college mascot. He commented in retrospect should we even have a lion in the first place. He noted the wonderful process but that the Subcommittee was rushed because of the need to incorporate the image in the City's new gateway monuments. Mr. Reyna noted he agreed with Councilman Dean's comments. He indicated that the graphic artist was great. He asked about the budget.

Mayor Riley thanked Mr. De La Garza and Mr. Andrew Anguiano for their work and support. She noted that it was an amazing process. She too noted that it felt like the Branding Subcommittee was trying to get through the process. She continued commenting that the Subcommittee wanted to be true to the City's history. She remarked that perhaps the Subcommittee should go back and tweak the image based on the comments received this evening.

Councilman Diaz, noted that he took the image to work, and was told it looks too high-school. He remarked that the Subcommittee needs to review how the image can be changed.

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A question was raised about the lead time on the monuments. City Manager Longoria noted that the City could probably take one more month and that it is was important for the Branding Subcommittee to come to a consensus on the logo.

- 8. Consider Action on an Ordinance Authorizing the City Manager to Negotiate, Enter Into and Execute a Lease Agreement with El Sol Bakery, Inc., for the Kinman House at 6417 Evers Road, Leon Valley, Texas, M&C # 07-06-13.** Economic Development Director Mora introduced this agenda item. El Sol Bakery owners, Teresa and Mauricio Romero addressed the City Council regarding their desire and actions to lease the Kinman House for the purpose of operating a bakery and bistro in Leon Valley.

Nancy Marin, 7222 Forest Meadow, addressed the City Council. Ms. Marin noted she had been following the Leon Valley Economic Development Corporation's (LVEDC) actions through its minutes posted online. Ms. Marin noted that not all of the LVEDC's minutes have been posted online. She stated that the \$10,000 grant and \$37,500 loan had to come before the City Council for approval because it exceeds the maximum approval authority of the LVEDC. She indicated that because no public hearings have been held and the entire job [project] is about \$150,000, there has to be sufficient funding. Ms. Marin expressed that this action is extremely premature and noted that unless the owners are in a position to bankroll the entire project, that there are many things that concerned her as a former board member of the LVEDC.

Councilman Reyna asked if the City Council was just doing the lease this evening. He noted that the LVEDC has not decided what, if any, assistance is going to be offered.

Mr. Longoria affirmed that Councilman Reyna's comments were correct. He noted that the City Council acted on the proposed project because it was a time-sensitive matter. He pointed out that the Romeros obtained a loan from their bank and this project was vetted more than most. He noted that there is some risk but it is minimal risk. He noted further that the City of Leon Valley recruited this economic development project.

Councilman Reyna clarified that the reason he asked the question is that he was concerned that if all of the elements did not come together that the Romeros would be stuck leasing a building from the City that they can't use in the way in which they originally intended. Mr. Longoria reiterated that he would not sign the lease until the LVEDC approves the performance agreement. Councilman Reyna asked the City Attorney if that condition needed to be a part of the motion. City Attorney Zech replied that if the City Council wanted to make sure it gets done, the condition should be a part of the motion.

Councilman Dean stated he thought the City Council should just rely on the City Manager. Councilman Reyna noted that he was willing to do that, just seeking clarification. Councilman Reyna asked if there were any personal guarantees from the Romeros in this. City Manager Longoria said there were no personal guarantees in this.

Economic Development Director Mora clarified the first public hearing and first reading occurred before the City Council on November 5 and the second public hearing and the second reading was held on December 18 of the resolution related to the \$10,000 grant

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and \$37,500 loan. Ms. Mora noted the City Council approved the resolution on both readings.

Councilman Diaz asked how close the LVEDC and El Sol are to finalizing the Development Agreement. Ms. Mora noted that the LVEDC is waiting for the certification of the collateral. Ms. Mora indicated she hoped to get that in the next week or so and then it would be presented to the LVEDC at its July meeting.

City Manager Longoria responded that the Development Agreement is very close to being completed because the key component is the collateral being provided, the terms of the performance agreement are being developed. Once the LVEDC has done that, then the performance agreement will be finalized. He noted that this item is time-sensitive because the Romeros took out a loan from a bank that's getting real close to expiring at the end of July.

Mayor Riley stated the City is very thrilled because there hasn't been an economic development project in about a year or two. She noted her hope that the City gets this project completed. Mayor Riley also noted that this economic development project includes the loan being made versus grants which have not yielded a solid track record on some of the LVEDC projects in the past. She noted it will be a wonderful gathering for the community.

Economic Development Director Mora clarified that there have been economic development initiatives including the work of cleaning up and beautifying the Bandera Road Corridor. Ms. Mora affirmed this would be the first project in a while but that it is important that the community understand that.

Motion by Councilman Dean, second by Councilman Diaz, to approve the Ordinance Authorizing the City Manager to Negotiate, Enter Into, and Execute a Lease Agreement with El Sol Bakery, Inc., for the Kinman House at 6417 Evers Road, Leon Valley, Texas. Voting Aye: Ruiz, Reyna, Diaz, and Dean. Voting Nay: None. Absent and excused: Biever. Mayor Riley announced the motion carried.

Approved Ordinance No. 13 – 030 – Authorizing the City Manager to Negotiate, Enter Into and Execute a Lease Agreement with El Sol Bakery, Inc., for the Kinman House at 6417 Evers Road, Leon Valley, Texas.

- 9. Consider Action on an Ordinance Approving the Waiver for Development Fees for the Remodeling of the Kinman House at 6417 Evers Road for Use as a Bakery and Bistro by El Sol Bakery, Inc., M&C # 07-07-13.** Economic Development Director Mora introduced this agenda item.

Motion by Councilman Diaz, with second by Council Ruiz, to approve the Ordinance approving the waiver for Development Fees for the Remodeling of the Kinman House at 6417 Evers Road for use as a bakery and bistro by El Sol Bakery. Voting Aye: Ruiz, Reyna, Diaz, and Dean. Voting Nay: None. Absent and excused: Biever. Mayor Riley announced the motion carried.

Approved Ordinance No. 13 – 031 – Authorizing the Waiving of Development Fees for Remodeling of the Kinman House at 6417 Evers Road, Leon Valley, Texas.

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- 10. Consider Action on a Resolution Authorizing the City Manager to Execute an Interlocal Agreement By and Between the City of Leon Valley, Texas, and the Texas Department of Transportation for the Installation and Construction of Two Gateway Monument Signs on State Highway 16 (Bandera Road), M&C # 07-08-13.** Community Development Director Flores introduced this agenda item. Ms. Flores introduced Brandon Simpkins of Half Associates. Mr. Simpkins made a formal presentation to the City Council regarding the details and layout of the proposed gateway monuments.

Motion by Councilman Reyna, second by Councilman Dean, to approve the Resolution authorizing the City Manager to Execute an Interlocal Agreement by and between the City and the Texas Department of Transportation for the installation and construction of two gateway monument signs on Bandera Road. Voting Aye: Ruiz, Reyna, Diaz, and Dean. Voting Nay: None. Absent and excused: Bieber. Mayor Riley announced the motion carried.

Approved Resolution No. 13 – 006 – Authorizing the City Manager to Execute an Interlocal Agreement By and Between the City of Leon Valley, Texas, and the Texas Department of Transportation for the Installation and Construction of Two Gateway Monument Signs on State Highway 16 (Bandera Road).

- 11. Consider Action on a Resolution Establishing the City's Intent to Create a Crime Control and Prevention District, as Authorized by Chapter 363, Local Government Code, M&C # 07-09-13.** City Manager Longoria made a formal presentation to the City Council regarding the provisions of Chapter 363 and the processes for establishing a crime control and prevention district in Leon Valley.

Motion by Councilman Reyna, second by Councilman Dean, to approve the Resolution to Establish the City's Intent to Create a Crime Control and Prevention District. Voting Aye: Ruiz, Reyna, Diaz, and Dean. Voting Nay: None. Absent and excused: Bieber. Mayor Riley announced the motion carried.

Approved Resolution No. 13 – 007 – Establishing the City's Intent to Create a Crime Control and Prevention District.

- 12. Consider Action on a Resolution Appointing a Temporary Board of Directors for a Crime Control and Prevention District, as Authorized by Chapter 363, Local Government Code, M&C # 07-10-13.** City Manager Longoria introduced this agenda matter as being the companion to Agenda Item 11. He made a formal presentation on this agenda item and informed the assembly that an agenda posting had been made in anticipation of tonight's earlier action and this agenda item, for a meeting of the proposed Temporary Board of Directors immediately following this meeting for the purpose of electing a Board Chair.

Motion by Councilman Dean, second by Councilman Diaz, to approve the Resolution to appoint a Temporary Board of Directors for a Crime Control and Prevention District.

Discussion ensued regarding the naming of one additional Leon Valley resident to serve as a Board Director. Mayor Riley announced that she had received an email expressing

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interest from Ms. Gail Tribble to serve in that capacity. Councilman Reyna noted that with all due respect to Ms. Tribble's interest in serving on the Temporary Board of Directors that Mr. Pedro Esquivel had attended City Council meetings for seven or more years in support of the City's Police and Fire Departments.

Councilman Dean reiterated his motion to approve the Resolution including the appointment of Mr. Pedro Esquivel as the additional Leon Valley resident to serve as a Board Director along with the Leon Valley Mayor and entire City Council. Councilman Diaz seconded the motion for approval of the Resolution as stated by Councilman Dean. Voting Aye: Ruiz, Reyna, Diaz, and Dean. Voting Nay: None. Absent and excused: Bieber.

Approved Resolution No. 13 – 008 – Appointing a Temporary Board of Directors for a Crime Control and Prevention District. [Naming the Mayor, City Council, and Mr. Pedro Esquivel as the Temporary Board of Directors.]

Discussion Agenda

13. City Manager's Report (Longoria)

- A. **Library Capital Project Report**
- B. **Pilot Recycling Program at The Ridge Report**
- C. **Status/Update on the Evers/Huebner Road Traffic Improvements**
- D. **Resolutions for the 2013 TML Annual Conference**
- E. **Approved Minutes of the City-Affiliated Boards, Committees, and Commissions:**

- 1) Leon Valley 2012 Bond Program Oversight Committee Meeting Minutes of March 28, May 3, and May 17, 2013 Meetings.

F. **Future Agenda Items.**

- 1) Report on the Pilot Recycling Project from The Ridge Homeowners Association, August 16. City Manager Longoria reported that the report on the Pilot Recycling Project would be brought to the City Council on August 16.

Roy Ramirez, 5549 Saffron Way, addressed the City Council regarding the Pilot Recycling Program at The Ridge Report. Mr. Ramirez discussed the timeline for the Report to be brought back to the City Council as having been determined to be in the June to July timeframe. He informed the City Council that he had also brought a petition with signatures to City Manager Longoria. Mr. Ramirez indicated that The Ridge Homeowners Association did not accurately represent the entire Homeowner's Association members as favoring the change from two solid waste collections per week to one collection per week.

- 14. Citizens to be Heard.** Lyn Joseph, 6423 Trotter Lane, noted concerns about near accidents trying to get into Pavona with the delineators. She noted it is important to get something done before school starts. She asked who is going to pay for the cost of the delineators. Mr. Longoria noted that the City will be responsible for the maintenance following installation. He reported that the delineators are working. He reported that what is needed is better signage. He indicated that a monument sign is needed on Evers Road. He indicated that would something he would have to discuss with the DPS Center staff.

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David Landrum, 5541 Saffron Way, concerning the Recycle Project at The Ridge. He noted he doesn't use the 96 gallon containers. He reported he uses bags. This creates a problem with the accumulation of bags in his garage waiting for collection of trash. He pointed to the logo behind the Mayor and City Council and said it is a great mountain lion. He suggested using the state of Texas behind the mountain lion in the logo.

Roy Ramirez, 5549 Saffron Way, noted it is a concern with the Helotes Echo being thrown into yards in plastic bags because half of the papers are lying in the street and the driveways. He said after a rain, it looks tacky.

15. Announcements by the Mayor and City Council Members.

Councilman Ruiz noted the 60th anniversary of Intertek on 5404 Bandera Road. He thanked the Texas Municipal Clerks Association (TMCA) for having its meeting on June 26 with the TMCA state president Norma Aguilar, the meeting which was hosted by Leon Valley City Secretary Willman. He noted that he, Councilman Reyna, and the City Manager attended the meeting. He spoke to the 4th of July Parade participants. He noted that his children had the opportunity to participate in the 4th of July Parade also.

Councilman Reyna congratulated the City staff for a very successful 4th of July Parade.

Councilman Diaz thanked Community Events Committee Chair Carlos Vera and Staff Liaison Sylvia Gomez. He noted it was a wonderful event.

Councilman Dean noted it was the largest parade ever and a wonderful event.

Mayor Riley noted it was a wonderful event. She thanked Councilman Biever for walking with her. She noted the City is participating in the Low Impact Design competition. She noted it would be a free design for the City. She stated it would an opportunity to put it in with the MPO as a project as partners. She noted she has been invited to be a judge. She noted the Walk with the Mayor was wonderful. She noted that Councilman Ruiz participated. She stated that perhaps on the next agenda there could be an item map out the first Coffee with the Council in an effort to communicate in a different manner.

- **July 4th Parade and Celebration**, Leon Valley Community Center, 6427 Evers Road, from 10 a.m. to 2 p.m. Texas State Senator Leticia Van de Putte and State Representative Justin Rodriguez are the Grand Marshals for the Leon Valley July 4th Parade.
- **July 6th Walk & Talk with the Mayor**, meet at the Leon Valley Public Library Porch at 8:30 a.m. for a walk to the Silo Property located on Huebner Road. Bring water to counter the heat and wear comfortable shoes for the walk.

Executive Session

- 16.** 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),

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**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
JULY 9, 2013**

551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

There was no Executive Session conducted under this agenda item.

- 17. Adjourn.** Councilman Reyna made a motion to adjourn at 9:13 p.m. Mayor Riley adjourned the meeting without objection at 9:13 p.m.

Mayor Chris Riley

ATTEST:

City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: August 6, 2013
M&C # 08-01-13

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON A RESOLUTION ADOPTING OR PROVIDING DIRECTION ON THE NEW CITY LOGO FOR PURPOSES OF DEVELOPING A NEW CITY BRAND AND CITY IDENTITY

PURPOSE

This agenda item will provide information to the City Council on the comments received by the City on the new proposed logo created as an identity or brand for Leon Valley.

Staff, along with Michael De La Garza, President and Chief Provider of MDLG + Company, will present the logo and the process leading to its design. Also, staff will summarize comments received on the proposed new logo. Next steps in the branding process will be discussed.

FISCAL IMPACT

The City Manager entered into a contract with MDLG + Company to provide branding support services in the amount of \$15,000. The cost to implement a branding campaign has not been determined.

RECOMMENDATION

Staff recommends approval of the resolution adopting the new city logo or providing direction to staff on the new city logo.

S.E.E. IMPACT

Social – This economic development initiative of creating an identity for the city and implementing a plan to unveil and advertise a brand promotes a superior quality of life.

Economic – Branding helps promote a diverse and versatile business environment that supports a healthy economy by attracting viable businesses.

Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Interim City Secretary

A RESOLUTION

ADOPTING OR PROVIDING DIRECTION ON THE NEW CITY LOGO FOR PURPOSE OF DEVELOPING A NEW CITY BRAND AND CITY IDENTITY

WHEREAS, the City of Leon Valley seeks to provide a diverse and versatile business environment that supports a healthy economy;

WHEREAS, the City of Leon Valley encourages the attraction, expansion and retention of viable businesses to the city;

WHEREAS, the City of Leon Valley wants to develop a new brand and identity for the City to spur economic development; and

WHEREAS, the City of Leon Valley has had good participation by the residents, employees and business owners of the community participate in the development of a new City logo;

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

1. Adopt the proposed City logo as developed and attached to this resolution as Exhibit A; and,
2. Provide direction to the City Manager to proceed with the branding process to promote the logo and the City of Leon Valley.

PASSED and APPROVED this the 6th day of August 2013.

Chris Riley, Mayor

ATTEST:

Leticia Callanen, Interim City Secretary

APPROVED AS TO FORM:

City Attorney



Proposed City Logo Branding Leon Valley

**City of Leon Valley City Council
August 6, 2013**



Purpose

- Adopt or provide direction on a new city logo for purposes of developing a new city brand and city identity.



Background

- The City Council Branding Subcommittee met six times to discuss and develop a new City logo with consultants.
- The logo development included the consideration of the city's location, history, and desired image.
- Emphasis was placed on promoting a prosperous and inviting community along with maintaining an accurate representation of city's namesake.



Purpose of the Logo and Uses

- Logo is designed to be a new brand and/or identity for Leon Valley.
- Logo is to be used to promote Leon Valley in economic development initiatives.
- Logo is to be used on City vehicles, water towers, City stationery, staff business cards, name badges, etc.
- Logo is to be used as a whole.



Summary of Process

- Branding process has been transparent.
- Subcommittee members, staff and stakeholders have had input in the process.
- Emphasis on promoting Leon Valley as a business friendly community was important.
- Community wants to be seen as a viable and sustainable community.



LEONVALLEY





Description of the Logo

- Emphasis on “valley”.
- “Swoosh” elements represent natural area and Huebner Creek; Bandera Road; and shows progressive movement.
- Texas shape in “o” shows location in country.
- Colors represent prosperity and growth.



Description of the Logo (continued)

- Consensus that logo would carry a more contemporary representation of valley and all elements contained within.

NOTE:

Consensus that lion would continue to be an element of the City seal.



Unveiling of Logo

- City of Leon Valley website and Facebook page
- E-News
- Northwest Weekly
- Interview with KTSA radio
- Leon Valley Area Chamber of Commerce
- Leon Valley Economic Development Corporation (LVEDC)
- Constant Contact email to City's contact list



Summary of Comments

- 46 responses / comments
 - 26 residents (including 4 City employees)
 - 8 City employees (including 4 residents)
 - 4 business owners/managers
 - 12 other
- 29 liked the logo
- 11 did not like the logo
- 6 were neutral



Recommendation

- Staff recommends approval of the resolution adopting the new city logo or providing direction to staff on the new city logo.



LEON VALLEY

The logo consists of a stylized wave graphic above the text. The wave is composed of three overlapping, curved bands in shades of blue and green. The text 'LEON VALLEY' is rendered in a bold, blue, sans-serif font. The letter 'O' in 'LEON' is replaced by a green silhouette of the state of Texas.

MAYOR AND COUNCIL COMMUNICATION

**DATE: August 6, 2013
M&C # 08-02-13**

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER AUTHORIZING THE CITY MANAGER, BY ORDINANCE, TO NEGOTIATE A CONTRACT WITH AN ENGINEERING FIRM TO PROVIDE SERVICES FOR THE ENGINEERING AND DESIGN OF A HIKE AND BIKE TRAIL

PURPOSE

To consider authorizing the City Manager to negotiate a contract with an engineering firm for the engineering and design of a Hike & Bike Trail, from Evers Road to Shadow Mist, along Huebner Creek.

In November of 2012, the City Council authorized the City Manager to file an application with the San Antonio Metropolitan Planning Organization (MPO) for the purpose of obtaining funds for a Hike & Bike Trail. The project was selected and staff has been in the process of obtaining engineering services for the design and planning of such a trail.

In May of 2013, RFP&Q's for engineering and design services were solicited, and eleven (11) responses were received. All references were checked. The Hike & Bike Trail Committee scored each firm and selected the top four (4) firms. Interviews were conducted with each of the four firms. The Committee then scored the finalists and presented their recommendation to the City Manager. The City Manager concurs with the Committee's selection and we are now forwarding that recommendation to the City Council.

The firm selected for recommendation is:

- IDS Engineering Group

FISCAL IMPACT

The City Manager will enter into negotiations with the selected firm. If an agreement cannot be reached, the City Manager would then enter into negotiations with the next scored firm, and so on until an agreement can be reached.

RECOMMENDATION

Authorize the City Manager to enter into negotiations with IDS Engineering Group for engineering and design services, and subsequent top scoring firms, if a negotiation cannot be reached with IDS Engineering Group.

S.E.E. IMPACT STATEMENT

Social Equity – Provides the opportunity for more than one firm to compete for City related projects & funds, and will provide all citizens with another source of recreation.

Environmental Stewardship – The project provides the highest and best use of floodplain/floodway by minimizing development.

Economic Development – The trail will eventually connect with the City of San Antonio’s Leon Creek Greenway Trail, introducing Leon Valley to potential business owners that travel the trails systems.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Interim City Secretary

AN ORDINANCE

AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT WITH IDS ENGINEERING GROUP, INC., TO PROVIDE ENGINEERING AND DESIGN SERVICES FOR THE PROPOSED LEON VALLEY HIKE & BIKE TRAIL

WHEREAS, in November 2012, the City of Leon Valley's City Council authorized the City Manager to apply for a San Antonio-Bexar County Metropolitan Planning Organization (MPO) Transportation Enhancement Program grant, for the purpose of constructing a Hike & Bike Trail; and

WHEREAS, in March of 2013, the MPO approved the project known as the Leon Valley Hike and Bike Trail, at their November 2012 meeting; and

WHEREAS, a Request for Proposals and Qualifications for engineering and design services was released in May of 2013, with the entire selection process completed on July 15, 2013, through a committee authorized by the City Manager, known as the Leon Valley Hike & Bike Trail Committee; and

WHEREAS, the findings and recommendation of the Leon Valley Hike & Bike Trail Committee seek authorization for the City Manager to negotiate the engineering and design services contract with IDS Engineering Group, Inc. to provide engineering and design services for the proposed Leon Valley Hike & Bike Trail, as identified in the 2013-2016 MPO program;

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

1. That the City Manager be authorized to negotiate the engineering and design contract with IDS Engineering Group, Inc. for the proposed Leon Valley Hike & Bike Trail.
2. That the City Manager is also authorized to negotiate a contract with Vickrey & Associates, Inc., Bain Medina Bain, Inc., and Lockwood, Andres, and Newnam, Inc., should negotiations with IDS Engineering Group, Inc. fail to produce an acceptable agreement for the City of Leon Valley.

3. This ordinance shall become effective on and after its passage, approval, and publication, as prescribed by law.

PASSED and **APPROVED** this the 6th day of August, 2013.

Mayor Chris Riley

ATTEST:

Interim City Secretary

APPROVED AS TO FORM:

City Attorney



**Engineering & Design Firm
Selection
Leon Valley Hike & Bike Trail
City Council Meeting
August 6, 2013
Agenda Item 8**



Purpose

- To authorize the City Manager to enter into negotiations & eventual contract with an engineering firm for the design and engineering of a Hike & Bike Trail



Background

- November 2012, City Council authorized City Manager to apply for MPO grant for Hike & Bike Trail – project was selected
- May 2013, RFP & Q advertised for engineering & design services
- June 2013 – 11 firms responded
- July 2013 – firms were scored and interviews conducted with top 4



Background

- July 2013 – recommendation forwarded to City Manager, with top 4
 - IDS Engineering Group
 - Vickrey & Associates, Inc.
 - Bain Medina Bain, Inc.
 - Lockwood, Andrews & Newnam, Inc.



Engineering Firm Focus

- General quality and adequacy of response
- Organization, personnel & experience
 - References checked
 - Interviews with top 4 performed
- Technical approach & quality of package provided



11 Responses Received

- Bain Medina Bain, Inc.
- Briones Consulting & Engineering
- Bury + Partners
- Gonzalez + De La Garza & Partners
- IDS Engineering Group
- KFW Engineering & Surveying
- Lockwood, Andrews & Newnam, Inc.
- Mendez Engineering
- Slay Engineering Company
- Vickrey & Associates, Inc.
- Young Professional Resources, Inc.



Top 4 Finalists

- IDS Engineering Group
- Vickrey & Associates, Inc.
- Bain Medina Bain, Inc.
- Lockwood, Andrews, & Newnam, Inc.



Hike & Bike Trail Committee Recommendation

- IDS Engineering Group
- Remaining in scored order:
 - Vickrey & Associates
 - Bain Medina Bain, Inc.
 - Lockwood, Andrews, & Newnam. Inc.



IDS Engineering Group, Inc.

- Have completed projects for:
 - Leon Creek Greenway, Segments I & II
 - Beacon Hills Linear Park Additions & Renovations
 - Salado Creek Greenway Northern & Southern Segments
 - Miraflores at Brackenridge Park Master Plan & Improvements, Phase I



IDS Engineering Group, Inc.

- Has ample experience with
 - TxDOT
 - TCEQ
 - SAWS
 - Bexar County
 - Bexar Met
 - CPS



Fiscal Impact

- City Manager will negotiate contract with recommended firm
- If non-negotiable, will negotiate with 2nd ranked firm, etc, until agreement can be reached with other engineering firm
- City share of reimbursement grant is 20% of total project estimated at \$990,000



S.E.E. Impact Statement

- *Social Equity* – Provides the opportunity for more than one firm to compete for City related projects & funds, and will provide all citizens with an additional source of recreation
- *Environmental Stewardship* – The project provides the highest and best use of floodplain/floodway by minimizing development in flood sensitive areas
- *Economic Development* – The trail will eventually connect with the City of San Antonio's Leon Creek Greenway Trail, introducing Leon Valley to potential business owners that travel the greenway trails systems



Recommendation

- Authorize the City Manager to negotiate services & enter into contract with IDS Engineering Group, Inc.
- Authorize City Manager to negotiate with Firms #2, #3, & #4 should negotiations with Firm #1 fail

**Engineering & Design Firm
Selection
Leon Valley Hike & Bike Trail
City Council Meeting
August 6, 2013**

MAYOR AND COUNCIL COMMUNICATION

**DATE: August 6, 2013
M&C # 08-03-13**

TO: MAYOR AND CITY COUNCIL

SUBJECT: PRESENTATION OF PROPOSED FISCAL YEAR 2014 BUDGETS

PURPOSE

The City Manager will formally present his Proposed Fiscal Year 2014 Budget recommendations to the City Council.

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

S.E.E. IMPACT STATEMENT

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

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

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

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST: _____

Interim City Secretary

**LEON VALLEY FIRE DEPARTMENT
MONTHLY REPORT
MAY 2013**

Overall Responses:

The Fire Department responded to 177 incidents this month (2012 – 146 incidents). Fire loss for the month was estimated at \$3,000, and value of saved property was estimated at \$200,000. No injuries due to fire were reported.

Fires:

Firefighters responded to a fire at the Kwik Wash Laundry at 7007 Bandera and found a fire inside one of the dryers. The fire was extinguished and damage limited to the immediate area surrounding the dryer. An Investigation revealed that the cause of the fire was oily rags that overheated while drying.

Firefighters responded and extinguished two dumpster fires in the City; one behind IHOP restaurant, and one at Hidden Meadow apartments on Wurzbach Rd.

Firefighters also responded to a call for an explosion at a residence on Strawberry Park. Upon arrival, they found the homeowner burning garbage in his barbecue pit. Firefighters extinguished the fire and returned back to the station.

Mutual Aid:

Leon Valley responded to assist Balcones Heights Fire Department with a response to Wonderland Mall for an activated fire alarm, and another call later at Wonderland Mall after a Contractor activated the fire alarm while welding.

No mutual aid was requested by Leon Valley during the month.

EMS Responses:

EMS responded to a total of 122 incidents (2012 - 80). Eighty-seven (87) patients were transported to local hospitals by Leon Valley EMS. No patients were transported by private ambulance. Twenty-seven (27) EMS support responses were made.

EMS collections totaled \$10,635.88 this month. Collections for FY 2013 to-date total \$132,589.57.

Other Responses:

Fire crews responded to 9 false alarms, 2 hazardous conditions, and 7 good intent calls this month.

On May 25th the City experienced the second wettest day in the history of the region, and received 9.86 inches of rain in a matter of a few hours. Firefighters responded alongside Police and Public Works personnel for several incidents to assist the public throughout the event. No losses of life or injuries were reported due to the flood. However, fifteen (15) homes were affected by water intrusion at varying degrees of impact.

Agenda Item 10 - C

A Disaster Summary Report was submitted to the County Emergency Management Coordinator, Kyle Coleman. In support of regional disaster declaration and request for recovery assistance.



Peachtree and Poss Rd.



Bandera Rd. at Huebner Creek

Fire Prevention/Education:

Sixty-five (65) Fire inspections were completed, which includes 9 Certificate of Occupancy inspections. Two (2) construction plans were reviewed this month. No permits were issued for May. Fiscal year-to-date fire permit fees received total \$1,387.50. A total of \$3,177.50 was collected in fiscal year 2012.

Agenda Item 10 - C

Firefighter Blake Wade taught a fire extinguisher class to all employees from the Ancira Dealerships on May 14th.

The construction of the “Defensible Space” project at the Leon Valley Natural Area was completed on May 2nd.



Firefighters gave a station tour to 25 children and parents on May 15th.

Personnel & Training News:

All personnel worked to re-inventory and re-organize the existing stock on the ambulances to be more effective and streamlined for an improved delivery of service. The list of equipment and supplies was reviewed and approved by both Dr. Gordon and Texas Department of Health Services.

A promotional exam was held for Lieutenant on May 9th.

Dr. Gordon conducted an in-service training class to Paramedics on May 22nd.

The Department renewed its Department of State Health Services EMS License.



The City was awarded “Firewise” designation by the National Fire Protection Association. Leon Valley becomes the first city in Bexar County, and only the 57th city in the state of Texas to receive this award. The Texas Forest Service reported that Leon Valley is the only city in the nation with both Firewise and Tree City USA designations.

Interim Fire Chief Valdez, and Assistant Chief Bill Lawson attended the monthly Bexar County Hazmat/WMD meeting at the Bexar county EOC on May 23rd.

Due to the flood that occurred on May 25th, the department reviewed and revamped its response guideline, and trained all personnel on the operation of the City’s flood gates, and flood warning equipment.

A new training program began with an emphasis on the essentials and fundamentals of firefighting. The daily and weekly work schedules were also reworked to place heavy emphasis on safety and training.

Vehicle & Equipment News

Received in a new Lifepack-15 12-lead heart monitor/defibrillator, and assigned to Medic 1 ambulance.

All cardiac monitors were inspected, tested, and had preventative maintenance performed by vendor Physio-control.

Brush-Truck 1 went to G&R Automotive repair for a replacement and repair of front end tie-rods, shocks, and other suspension components.

FIRE PREVENTION ACTIVITIES

INSPECTIONS	MAY 2013	MAY 2012	TOTAL 2013	CYTD 2012	TOTAL 2012
COMMERCIAL BUSINESS	22	55	169	212	644
INDUSTRIAL	0	1	2	1	13
PUBLIC BUILDINGS	2	3	15	13	41
APARTMENTS/HOTEL	2	4	14	20	47
INSTITUTIONAL	1	6	10	17	55
SCHOOLS	1	1	8	4	
RESIDENTIAL CONTACT	10	2	48	9	27
COMPANY IN-SERVICE	15	30	86	125	322
NEW CONSTRUCTION	3	8	16	19	55
CERTIFICATES OF OCCUPANCY	9	12	59	51	132
TOTAL INSPECTIONS	65	122	461	471	1336

OTHER ACTIVITY	MAY 2013	MAY 2012	TOTAL 2013	CYTD 2012	TOTAL 2012
SUPERVISED FIRE DRILLS	1	0	1	0	8
LECTURES/DEMOS NUMBER ATTENDED	2 31	1 8	10 145	8 98	37 3195
PLAN REVIEWS	2	1	9	7	49
CITATIONS ISSUED	0	0	0	0	3
WARNINGS ISSUED	0	0	2	2	12
COMPLAINTS INVESTIGATED	1	0	5	3	18
PERMITS ISSUED	0	2	7	9	24
PERMIT FEES RECEIVED	0	300	1387.50	1287.50	3177.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	MAY 2013	MAY 2012	TOTAL 2013	CYTD 2012	Total 2012
STRUCTURE RESIDENTIAL	0	0	3	3	8
STRUCTURE COMMERCIAL RESIDENTIAL	0	1	3	1	2
STRUCTURE COMMERCIAL	1	0	1	0	0
STRUCTURE FIXED MOBILE RESIDENTIAL	0	0	0	0	0
STRUCTURE FIXED MOBILE COMMERCIAL	0	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	0	1
VEHICLE FIRE	0	0	2	1	6
OUTSIDE RUBBISH FIRE	3	1	7	5	8
SPECIAL OUTSIDE FIRE	0	0	1	2	2
NATURAL VEGETATION FIRE	0	1	1	1	2
CULTIVATED VEGETATION CROP FIRE	0	0	0	0	0
FIRE, OTHER	0	0	7	0	0
FALSE ALARM	9	13	48	61	141
INVESTIGATION OR SPECIAL INCIDENT	1	0	2	0	1
SERVICE CALL	4	11	25	44	81
EMS	122	80	493	409	1058
EMS ASSIST	27	32	129	127	356
HAZARDOUS CONDITION	2	3	15	26	61
RESCUE	0	0	9	4	14
MUTUAL AID	0	0	7	3	12
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	7	4	34	28	66
SEVERE WEATHER OR NATURAL DISASTER	1	0	1	2	2
TOTAL	177	146	796	717	1821

Luis Valdez, Fire Chief

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT JUNE 2013

Overall Responses:

The Fire Department responded to 131 incidents this month (2012 – 179 incidents). Fire loss for the month was estimated at \$103,000, and value of saved property was set at \$183,000. No injuries due to fire were reported.

Fires:

Firefighters responded to a house fire on Linkwood Dr. on June 12th. Responding units found heavy smoke and fire coming from the attic/roof of the home. The fire was caused by a lightning strike through the roof. The residents were at home at the time of the lightning strike, and had safely evacuated.

Firefighters made an aggressive interior attack and extinguished the fire before it spread to the rest of the home. Three cats were rescued, and no injuries were reported. Firefighters placed tarps on the roof to prevent further weather damage, and secured the rest of the home before returning to the station.



Mutual Aid:

Helotes and Balcones Heights Fire Departments responded to assist Leon Valley on a house fire on June 12th. No other mutual aid was given or received during the month.

Agenda Item 10 - C

EMS Responses:

EMS responded to a total of 81 incidents (2012 - 99). Fifty-one (51) patients were transported to local hospitals by Leon Valley EMS. No patients were transported by private ambulance. Seventeen (17) EMS support responses were made.

EMS collections totaled \$34,710.08 this month. Collections for FY 2013 to-date total \$167,299.65.

Other Responses:

Fire crews responded to 19 false alarms, 2 hazardous conditions, and 3 good intent calls this month.

Fire Prevention/Education:

Sixty-four (64) Fire inspections were completed, which includes 10 Certificate of Occupancy inspections. Two (2) construction plans were reviewed this month. One (1) fire permit was issued for a fire sprinkler system modification for \$150. Fiscal year-to-date fire permit fees received total \$1,537.50. A total of \$3,177.50 was collected in fiscal year 2012.

Personnel & Training News:

Texas Commission on Fire Protection Inspector, Tim Gardner, met with staff and offered his assistance to ensure ongoing state compliance. While the Department is not scheduled for inspection until 2014, staff invited Mr. Gardner in the interest of planning ahead.



City of Leon Valley honors the four fallen Houston Firefighters at the flagpole on June 6th.

Agenda Item 10 - C



The Fire Department hosted a SCOTT Self-contained Breathing Apparatus Level 1 Field-maintenance course. Members received certification in maintenance and basic repair, which provides a means for in-house service. Attendees include Firefighters from Olmos Park Fire Department.

Engineers John Suhr and Jim Garcia were both promoted to the rank of Lieutenant.

A promotional exam for the remaining positions was administered on June 24th.

The online continuing education service for the Department was renewed for two years.

Secured “slots” and funding for two firefighters to attend the Texas A&M University Municipal Fire School in July. The course topics include Leadership and Officer Development.

Firefighter/Paramedics received refresher certification classes for Pediatric Advanced Life Support and Advanced Cardiac Life Support on June 25th and 26th. The classes were taught by Leslie Hernandez, Instructor from UT Health Science Center.

Dr. Gordon conducted an in-service training class to Paramedics on June 19th.

Agenda Item 10 - C



Interim Fire Chief, Luis Valdez attended the Texas Fire Chiefs Academy at St. Edwards University in Austin from June 23-28.

Vehicle & Equipment News:

Medic 1 received its first oil change on the new replacement motor. There have been no reported problems since the installation.

Compressed Oxygen cylinders and Self Contained Breathing cylinders were serviced, inspected, and several were sent out for required hydrostatic testing.



Re-organization and mounting of equipment in all fire apparatus was completed. The goal of the project was to improve safety and efficiency of operations.

FIRE PREVENTION ACTIVITIES

INSPECTIONS	JUNE 2013	JUNE 2012	TOTAL 2013	CYTD 2012	TOTAL 2012
COMMERCIAL BUSINESS	24	55	171	267	644
INDUSTRIAL	0	1	2	2	13
PUBLIC BUILDINGS	5	3	18	16	41
APARTMENTS/HOTEL	3	4	15	24	47
INSTITUTIONAL	2	5	11	22	55
SCHOOLS	2	1	9	5	
RESIDENTIAL CONTACT	2	2	40	11	27
COMPANY IN-SERVICE	15	24	86	149	322
NEW CONSTRUCTION	1	8	14	27	55
CERTIFICATES OF OCCUPANCY	10	12	60	63	132
TOTAL INSPECTIONS	64	115	434	586	1336

OTHER ACTIVITY	JUNE 2013	JUNE 2012	TOTAL 2013	CYTD 12	TOTAL 2012
SUPERVISED FIRE DRILLS	1	0	2	0	8
LECTURES/DEMOS NUMBER ATTENDED	1 10	1 8	11 155	9 148	37 3195
PLAN REVIEWS	3	1	15	8	49
CITATIONS ISSUED	0	0	0	0	3
WARNINGS ISSUED	0	0	2	2	12
COMPLAINTS INVESTIGATED	0	0	5	3	18
PERMITS ISSUED	1	2	8	10	24
PERMIT FEES RECEIVED	150	300	1537.50	1487.50	3177.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	JUNE 2013	JUNE 2012	TOTAL 2013	CYTD 2012	Total 2012
STRUCTURE RESIDENTIAL	1	1	4	4	8
STRUCTURE COMMERCIAL RESIDENTIAL	0	0	3	1	2
STRUCTURE COMMERCIAL	0	0	1	0	0
STRUCTURE FIXED MOBILE RESIDENTIAL	0	0	0	0	0
STRUCTURE FIXED MOBILE COMMERCIAL	0	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	0	1
VEHICLE FIRE	2	1	4	2	6
OUTSIDE RUBBISH FIRE	0	2	7	7	8
SPECIAL OUTSIDE FIRE	0	0	1	2	2
NATURAL VEGETATION FIRE	0	0	1	1	2
CULTIVATED VEGETATION CROP FIRE	0	0	0	0	0
FIRE, OTHER	0	0	7	0	0
FALSE ALARM	19	10	67	71	141
INVESTIGATION OR SPECIAL INCIDENT	0	0	2	0	1
SERVICE CALL	4	12	29	56	81
EMS	81	99	574	508	1058
EMS ASSIST	17	34	146	161	356
HAZARDOUS CONDITION	2	8	17	34	61
RESCUE	0	0	9	4	14
MUTUAL AID	2	4	9	7	12
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	3	8	38	36	66
SEVERE WEATHER OR NATURAL DISASTER	0	0	1	2	2
TOTAL	131	179	927	896	1821

Luis Valdez, Fire Chief