

NOTICE OF PUBLIC MEETINGS

AGENDA

LEON VALLEY CITY COUNCIL MEETINGS

**TUESDAY, AUGUST 7, 2012, 6:00 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, 6:00 P.M.

- 1. Call the Special Meeting of the City of Leon Valley City Council to Order, and Determine a Quorum is Present. (Mayor Riley)**
 - 2. Executive Session in Accordance with the Texas Government Code. The City Council of the City of Leon Valley will Convene in Executive Session Regarding the Fiesta Dodge Property, M&C # 08-01-12. (Longoria)**
 - A. Pursuant to Section 551.071, Consultation with Attorney, and
 - B. Pursuant to Section 551.087, Deliberation Regarding Economic Development Negotiations (1) to Discuss or Deliberate Regarding Commercial or Financial Information that the Governmental Body Has Received from a Business Prospect that the Governmental Body Seeks to Have Locate, Stay, or Expand in or Near the Territory of the Governmental Body and with Which the Governmental Body is Conducting Economic Development Negotiations.
 - 3. The City Council of the City of Leon Valley Will Reconvene into Open Session and Will Take Any Possible Actions Arising Out of Executive Sessions 2.A. or 2.B.**
 - 4. Adjourn.**
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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)**
- 2. 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.

3. **Consider Approval of the Meeting Minutes of the July 7, 2012 Leon Valley Special and Regular City Council Meetings.** *This agenda item will allow the City Council to consider approval of the draft minutes of the Leon Valley Special and Regular City Council Meetings of July 7, 2012. (Willman)*
4. **Consider Action on an Ordinance, Appointing Members and Alternates to the Commemoration Committee, the Earthwise Living Committee, and the Leon Valley Public Library Board of Trustees, M&C # 08-02-12.** *This agenda item will allow the City Council to consider adopting an ordinance appointing members and alternate members to the City Council's Boards, Committees, and Commissions, following the May 2012 Elections; with such appointments to be effective immediately and the terms to be co-terminus with the Mayor's Term of Office. (Willman)*
5. **Consider Action on a Resolution Canceling the City Council Meeting(s) of November 20, 2012 to Allow the City Council, Community, and City Staff to Fully Observe the Thanksgiving Holidays. M&C # 08-03-12.** *This agenda item will allow the City Council to consider canceling the Tuesday, November 20, 2012 City Council Meeting(s) so the City Council, community, and City staff may fully observe the Thanksgiving holidays. (Willman)*
6. **Consider Action on M&C # 08-04-12 with Attached Ordinance Accepting Communications Equipment and Grant Funds in the Amount of \$6,122 from Southwest Texas Regional Advisory Council (STRAC) and Making Associated Budget Adjustments for the Leon Valley Fire Department EMS Supplies and Equipment Budget.** *This agenda item will allow the City Council to consider adopting an ordinance amending the Fiscal Year 2012 Budget to allow for the purchase of EMS supplies and equipment based on grant funding received. (Fire Chief Irwin)*

Regular Agenda

7. **Consider Action on M&C # 08-05-12, a Request by American Legion Post No. 336 for the City of Leon Valley to Co-Sponsor a Patriot Day Remembrance Ceremony on September 16, 2012 at the Leon Valley Community Center and Waive Any Applicable City Facility Use Fees.** *This agenda item will allow the City Council to consider co-sponsoring the Patriot Day Remembrance Ceremony commemorating the heroism on September 11, 2001 and consider the waiver of all or some charges and use fees. (Walter Geraghty, American Legion Post No. 336 Commander)*
8. **City Manager Presents Proposed Fiscal Year 2013 Budget, M&C # 08-06-12.** *The City Manager formally presents his Proposed Fiscal Year 2013 Budget Recommendations to the City Council. Following the City Manager's presentation, the Mayor and City Council will begin discussing and determining matters pertinent to the Fiscal Year 2013 Budget, including setting a timetable for budget workshops. (Longoria)*
 - A. **General Fund**
 - B. **Water and Sewer (Enterprise) fund**
 - C. **Community Center Fund**
 - D. **Street Maintenance Tax Fund**
 - E. **Grant Fund**
 - F. **CIED Fund**

- G. **Building Security Fund**
 - H. **Child Safety Fund**
 - I. **Municipal Court Technology Fund**
 - J. **Debt Service Fund**
 - K. **Capital Project Fund**
 - L. **Police Forfeiture Fund**
9. **Presentation of the Leon Valley Economic Development Corporation Proposed Fiscal Year 2013 Budget, M&C # 08-07-12.** *This agenda item will allow the City Council to hear a presentation on the Proposed Fiscal Year 2013 Budget. Following the presentation, the Mayor and City Council will begin discussing and determining matters pertinent to the Fiscal Year 2013 LVEDC Budget. (Mora)*
10. **Discuss and Consider Action on a Resolution Supporting Legislation to Permit Indefinite Renewal of the Street Maintenance Sales and Use Tax for Consideration in the 2013 State of Texas Legislative Session, M&C # 08-08-12.** *This agenda item will allow the City Council to discuss, consider, and determine matters pertinent to presenting a local bill for permitting the indefinite renewal of the Street Maintenance Sales and Use Tax to be considered in the 2013 State of Texas Legislative Session. The bill would allow the City of Leon Valley to leverage funding in order to maintain and reconstruct streets and roads in the City of Leon Valley. (Longoria)*

Discussion Agenda

11. **Discuss and Consider Resolutions for the 2012 Texas Municipal League (TML) Conference, M&C # 08-09-12.** *This agenda item will allow the City Council to discuss and consider submitting any legislation for consideration by the 2012 Texas Municipal League's Legislative Resolutions Committee. (Mayor Riley and Councilman Reyna)*
12. **City Manager's Report. (Longoria)**
- A. **Informational updates, as may be required.**
 - B. **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) **Community Events Committee Approved Meeting Minutes of June 13, 2012.**
 - (2) **Leon Valley Economic Development Corporation Board Approved Meeting Minutes of April 25, 2012, May 23, 2012, June 19, 2012, and June 27, 2012.**
 - C. **Future Agenda Items.**
 - (1) **Municipal Facility Design Services Contract.**
 - (2) **Fiscal Year 2013 Budget Workshops in August, 2012; specific dates to be announced.**
 - (3) **Texas Department of Transportation Presentation on Super Street Model.**
 - (4) **Fiscal Year 2013 Budget Public Hearing, Adoption, and FY2013 Tax Rate set on September 18, 2012.**
 - (5) **City Council Awards City Attorney Contract.**
 - (6) **Next Quarterly Special Joint Meeting with the Leon Valley Economic Development Corporation Board of Directors, September 18, 2012, 5:30 P.M.**
13. **Citizens to be heard.**
14. **Announcements by the Mayor and Council Members.**

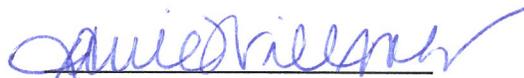
At this time, reports about items of community interest regarding which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, 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.

Executive Session

15. 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).
16. **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 Friday, August 3, 2012 by 11:30 a.m. and remained posted until after the meetings hereby posted concluded. This notice was likewise posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours ahead of the meeting. To make arrangements call (210) 684-1391, Ext. 216.




Janie Willman, City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: August 7, 2012
M&C # 08-01-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: THE CITY COUNCIL OF THE CITY OF LEON VALLEY WILL
CONVENE IN EXECUTIVE SESSION REGARDING THE FIESTA
DODGE PROPERTY

PURPOSE

This agenda item is intended to provide information to the Mayor and City Council on a public/private development opportunity for the Fiesta Dodge property.

FISCAL IMPACT

N/A

S.E.E. IMPACT

Social – N/A

Economic – To provide 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:

Janie Willman, City Secretary

Agenda Item 3

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
JULY 17, 2012**

The City Council of the City of Leon Valley, Texas, met on the 17th of July, 2012 at 5:30 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, 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 called the Special City Council Meeting to order at 5:34 p.m. with all members of the City Council present: Hill, Reyna, Baldrige, Dean, and Bieber.

The following staff members were in attendance: City Manager Longoria, Assistant City Attorney Ruiz, City Secretary Willman, Community Development Director Flores, Economic Development Director Mora, Finance Director Wallace, Human Resources Director Caldera, and Police Chief Wallace.

- 2. Executive Session in Accordance with the Texas Government Code. The City Council of the City of Leon Valley will Convene in Executive Session Regarding the Fiesta Dodge Property, M&C # 07-01-12.**

- A. The City Council of the City of Leon Valley convened in Executive Session at 5:35 p.m. pursuant to Section 551.071, Consultation with Attorney, and
- B. Pursuant to Section 551.087, Deliberation Regarding Economic Development Negotiations (1) to Discuss or Deliberate Regarding Commercial or Financial Information that the Governmental Body Seeks to Have Locate, Stay, or Expand in or Near the Territory of the Governmental Body and With Which the Governmental Body is Conducting Economic Development Negotiations.

- 3. Executive Session in Accordance with the Texas Government Code Regarding the Solid Waste Management Contractual Agreement with Waste Management of Texas, Inc., M&C # 07-02-12.**

- A. The City Council of the City of Leon Valley convened in Executive Session at 5:35 p.m., immediately following the conclusion of the Executive Session Items 2.A. and 2.B., pursuant to Section 551.071, Consultation with Attorney.

- 4. The City Council of the City of Leon Valley reconvened into Open Session at 7:00 p.m. and considered possible actions arising out of Executive Sessions 2.A., 2.B., or 3.A. as follows:**

Agenda Items 2.A. and 2.B., No actions were taken.

Agenda Item 3.A. Motion by Councilman Reyna and second by Councilman Dean that the the City Council direct the City Manager to enter into negotiations with the City of Leon Valley's current waste management provider, Waste Management of Texas, Inc., to continue or extend the City's current contract for an extended period. The motion carried on unanimous vote of the City Council. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

- 5. Adjourn.** Mayor Riley adjourned the meeting at 7:02 p.m. without objection. She announced that following a two minute break, the City Council would convene its Regular Meeting.
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Agenda Item 3

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
JULY 17, 2012**

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 Meeting to order at 7:05 p.m. with all members of the City Council present: Hill, Reyna, Baldrige, Dean, and Bieber.

The following staff members were in attendance: City Manager Longoria, Assistant City Attorney Ruiz, City Secretary Willman, Community Development Director Flores, Economic Development Director Mora, Finance Director Wallace, Fire Chief Irwin, Human Resources Director Caldera, and Police Chief Wallace.

The Pledge of Allegiance was led by Assistant City Attorney Adolfo Ruiz.

2. **Presentation of Service Awards to Employees of the City of Leon Valley, M&C # 07-03-12.** Mayor Riley presented gold watches engraved with the City of Leon Valley and their respective dates of service to Wade Clapper, David Ricks, and Jan Schulz, in recognition of 25 years of devoted service. Each employee in turn made a few remarks.
3. **Presentation of Good Neighbor Award to the Community Events Committee in Recognition of the July 4, 2012 Independence Day Parade and Celebration, M&C # 07-04-12.** Mayor Riley presented a Good Neighbor Award to the Community Events Committee, on behalf of the City Council, expressing appreciation and thanks for the Committee's efforts and work on the City of Leon Valley July 4, 2012 Independence Day Parade and community celebration. The assembly viewed a brief slideshow of photos from the events of July 4.
4. **Presentation of the Huebner-Onion Homestead Preliminary Design and Renovation Plan by Architects Sue Ann Pemberton, Mainstreet Architects, Inc., and Allison Chambers, Ford, Powell & Carson, Architects and Planners, Inc., M&C # 07-05-12.** Following introductory remarks by Leon Valley Historical Society President Darby Riley, the City Council viewed a presentation by architects Sue Ann Pemberton and Allison Chambers. Ms. Pemberton and Ms. Chambers are professional architects working with the Leon Valley Historical Society in the development of the preliminary design and renovation plan for the Historic Huebner-Onion Homestead. The architects discussed the philosophy of using a historic context to highlight the property's historic significance. Both architects discussed and highlighted aspects of the development of the property through its three distinct construction stages. The plan highlighted proposed changes to improve access to and from the property from Bandera Road via a parking lot which would be constructed of natural materials to encourage access by the public, schools, and educational groups. Questions were raised regarding the need to balance programmatic and functional needs. The City Council asked about the involvement of the City's Park Commission regarding the proposed changes and indicated that the Homestead and natural park area needs to be more inviting with improved signage. Questions were raised regarding whether the programming would include a museum with exhibits. The architects indicated that the design would include a museum with exhibits and amenities. The Council asked about the parking area in the park, entrances, and entrance ramps.

Agenda Item 3

CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS JULY 17, 2012

The City Manager indicated that there would have to be an election in order to allow the City's voters to determine what can be done with the natural area which is now classified as public park land. City Manager Longoria and Leon Valley Historical President Darby Riley spoke to probable solutions the details of which have to be worked out jointly between the Leon Valley Historical Society and the City of Leon Valley. The City Council provided input preferring that the area not be characterized or described as ranch land because it is wildlife area and the concept of a city park needs to be maintained. A question was raised about the amount of land being sought for a parking lot.

Mr. Riley indicated that the presentation is still in its conceptual stage. He indicated that the plan proposes to restore the structure to its 1930 status to operate as a museum. City Council asked to see an actual representation of the intended footprint with an accurate description of the amount of property needed for the proposed changes. City Council Member Baldrige, who is also Vice-President of the Leon Valley Historical Society, spoke to wanting to see a solution to provide a safer entry for school children to be able to participate. A question was raised as to the timeline proposed for delivery of a more detailed presentation of the Master Plan. The Historical Society and its partner architects hope to return by the end of August 2012 with a more defined concept which will serve as a springboard for fundraising activities. Ed Conroy, consultant, working with the Historical Society informed the City Council that the Historical Society had met as recently as the Thursday evening before tonight's City Council Meeting to expand its bylaws to strengthen the Historic Society's ability to engage the corporate and philanthropic communities as part of its strategic plan for continued and expanded development. He described the need to form a private-public partnership.

- 5. Citizens to be Heard and Time for Objections to the Consent Agenda.** Councilman Reyna asked that Consent Agenda Item 10 be pulled for further consideration. Mayor Riley asked that Consent Agenda Item 9 be pulled for further consideration.

Walter Geraghty, 7315 Ellerby Point, addressed the City Council regarding the increased population of the City of Leon Valley based on the 2010 Decennial Census and the need to remunerate City Council Members at the rate of \$20 per month and the Mayor at the rate of \$50 per month to offset expenses related to service on the City Council beginning in January 2016. He urged the City Council to begin thinking about enacting such changes in order to encourage others to public service. Mr. Geraghty informed the City Council of the American Legion Post No. 336's September 11 Remembrance Ceremony including the donation of a tree honoring Stephen Perez, the first serviceman from Leon Valley to die in September 2006 in the war on terrorism. Mr. Geraghty congratulated the City on a very fine Independence Day parade and event. He concluded by suggesting that the City do what it can to publicize next year's July 4th events more to increase participation. City Manager Longoria informed the City Council that the City is appealing to get the City of Leon Valley's population numbers corrected to include persons attributed to the City of San Antonio. He concluded following the adjustment to correct the City's population, the City of Leon Valley will comply with any new statutes regulating Type A General Law cities our size.

Agenda Item 3

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
JULY 17, 2012**

Consent Agenda

Motion by Councilman Reyna and second by Council Member Hill to adopt Consent Agenda Items 6, 7, and 8, as presented. The motion passed on unanimous vote of the City Council. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

6. **Consider Approval of the Meeting Minutes of the June 19, 2012 Leon Valley Special and Regular City Council Meetings.** The City Council approved the minutes of the Leon Valley Special and Regular City Council Meetings of June 19, 2012.
7. **Consider Approval of the Meeting Minutes of the June 27, 2012 Leon Valley Special City Council Meeting.** The City Council approved the minutes of the Leon Valley Special City Council Meeting of June 27, 2012.
8. **Consider Action on M&C # 07-06-12, Approving Quarterly Investment Report for April 1, 2012 through June 30, 2012.** The City Council received and approved the Quarterly Investment Report for the period of April 1, 2012 through June 30, 2012.
9. **Consider Action on an Ordinance, Appointing Members and Alternates to the Bandera Road Site – Community Advisory Group (CAG), the Board of Adjustment, the Commemoration Committee, the Community Events Committee, the Earthwise Living Committee, the Leon Valley Public Library Board of Trustees, the Park Commission, the Storm Water Management Program, the Tree Advisory Board, and the Zoning Commission, M&C # 07-07-12.** The City Council adopted an ordinance appointing members and alternate members to the City Council's Boards, Committees, and Commissions, following the May 2012 Elections; with such appointments to be effective immediately and the terms to be co-terminus with the Mayor's Term of Office.

Mayor Riley introduced the agenda item and informed the City Council that the City staff confirmed appointments until after the normal agenda deadline in order to seat as many new members as possible to optimize the functions of the boards, committees, and commissions. City Secretary Willman highlighted the changes in the ordinance presented this evening for the City Council's consideration.

Adopted Ordinance No. 12-015 – Appointing Scott J. Baird, John Hoyt, Gail Nelson, Darby Riley, Bob Tome, Frank Zavala, and Carole-Anne Randolph-Oviedo to the Bandera Road Site – Community Advisory Group (CAG); appointed Renee Baird, Lupita Carpio, Liz Maloy, Lucinda Mandujano, Don Modrick, Ray Olvera, Vivian Pankey, Sharon Wyeth to the Board of Adjustment (BOA); appointed Linda Tarin, Linda Brewster Meffert and Greg Meffert to the Commemoration Committee; appointed Bobbie Schaeff, Larry Schaeff, Carlos Vera, Darcy Vera, Betty Jean Robledo and Evelyn Scarborough to the Community Events Committee; appointed Erica Almaraz, Thomas Benavides, Rita Burnside, Jean Johnson, Sandra Keller, Mary Key, Gene Marck, Shirley Owen, Marty Tome, Sharon Wyeth, Carole-Anne Randolph-Oviedo to the Earthwise Living Committee; appointed Tom Bellows, Barbara Owens, Carol Poss, Susan Priesand, and Horace Staph to the Leon Valley Public Library Board of Trustees; appointed Scott Baird, Benay Cacciatore, Bill Cooper, Rachel Felkner, Susan Fraser, Tom Fraser,

Agenda Item 3

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
JULY 17, 2012**

Carole-Anne Randolph-Oviedo, Linda Tarin, Bert Thomas, and John Stanley to the Park Commission; appointed David Clarke, Bill Clemenson, Walter Geraghty, John Hoyt, and Bob Tome to the Storm Water Management Program; appointed Thomas Benavides, Denise Berger, Melinda Dawson, Mary Key, Diana Sarfin, Rich Sarfin, and Paul Johnson to the Tree Advisory Board; re-appointed Hal Burnside, Mike K. Davis, Jr., and Phyllis McMillan to the Zoning Commission.

Motion by Councilman Reyna and second by Councilman Bieber to consider Consent Agenda Item 10 with Discussion Agenda Item 14. The motion passed on unanimous vote of the City Council. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Ordinance No. 12-015 - Appointing Members and Alternates to the Bandera Road Site – Community Advisory Group (CAG), the Board of Adjustment, the Commemoration Committee, the Community Events Committee, the Earthwise Living Committee, the Leon Valley Public Library Board of Trustees, the Park Commission, the Storm Water Management Program, the Tree Advisory Board, and the Zoning Commission.

Regular Agenda

11. **Consider Action on an Ordinance Appointing a Member and a Chairperson to the 2012 Bond Program Oversight Committee, M&C # 07-09-12.** The City Council adopted an ordinance appointing a member and appointing a chairperson to the 2012 Bond Program Oversight Committee.

Motion by Councilman Dean and second by Councilman Reyna to appoint Christopher (Chris) Gover as a member and appoint Abraham Diaz as chairperson of the 2012 Bond Program Oversight Committee. The motion passed on unanimous vote of the City Council. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Ordinance No. 12-016 – Appointing a Member to the 2012 Bond Program Oversight Committee and Naming a Chairperson for this Committee.

12. **Consider a Request by Kevin Smotherman of WALLCO Retaining Walls, Incorporated, Applicant on Behalf of Tarantino Properties, Incorporated, Property Owner, with Attached Ordinance, to Grant a Variance Allowing a Retaining Wall to Remain in the City’s Right-of-Way at 6300 Rue Marielyne and Authorize the City Manager to Sign an Agreement, M&C # 07-10-12.** The City Council adopted an Ordinance granting the request for a variance to allow a retaining wall to remain in the City’s right-of-way and to authorize the City Manager to sign an Agreement.

Motion by Councilman Reyna and second by Councilman Bieber to adopt the Ordinance granting the variance request and authorizing the City Manager to sign an Agreement. The motion passed on unanimous vote of the City Council. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
JULY 17, 2012**

Ordinance No. 12-017 – Granting a Variance to Kevin Smotherman of WALLCO Retaining Walls Incorporated, Applicant on Behalf of Tarantino Properties Incorporated, Property Owner, to Allow a Retaining Wall to Remain on City Right-of-Way at 6300 Rue Marielyne.

Discussion Agenda

13. **Discuss the Need, Criteria, and Process for Sunsetting City Council Boards, Committees, and Commissions and Provide Staff Direction, M&C # 07-11-12.** The City Council discussed the process regarding the need for, identifying criteria and processes for Sunsetting City Council Boards, Committees, and Commissions following a briefing by City Manager Longoria. Mr. Longoria indicated there have been problems with some of the City's boards not being able to make meeting quorums to conduct business. He recommended that all of the City's boards, committees, and commissions be taken through an objective sunseting review process based on specific criteria. Following City Council discussion of how other boards and ad-hoc committees have sunsetted and the changing dynamics of various boards, the City Council reached a consensus for the City Manager to work with the City's staff liaisons to do the preliminary work and bring factual information on which to base recommendations to the entire City Council.

10. **Consider Action on a Resolution Rescheduling the City Council Meeting of October 2, 2012 to October 1, 2012, to Allow the City Council, Community, and City Staff to Participate in National Night Out, M&C # 07-08-12.** This agenda item will allow the City Council to consider rescheduling the Tuesday, October 1, 2012 City Council Meeting to Monday, October 1, 2012 to allow for full community participation in National Night Out in the City of Leon Valley on Tuesday, October 2, 2012.

Motion by Councilman Reyna and second by Councilman Dean to adopt the Resolution as presented. The motion passed on unanimous vote of the City Council. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Resolution No. 12-009 – Resolution of the City Council of the City of Leon Valley to Reschedule the Regular City Council Meeting(s) of Tuesday, October 2, 2012 to Monday, October 1, 2012.

14. **Discuss the Texas Municipal League 100th Annual Conference and Exhibition in Grapevine, Texas, November 13-16, 2012; Anticipated Attendance by Mayor and City Council; and Provide Direction to Staff Regarding City Council Meeting of November 20, 2012, Tuesday, Preceding Thanksgiving Holidays, M&C # 07-12-12.** The City Council directed the City Manager to bring an agenda item placed on the Consent Agenda at the next City Council Meeting to cancel, by resolution, the November 20, 2012 City Council Meeting(s) based on the City Council and City Manager's anticipated attendance at the 100th Annual Conference and Exhibition of the Texas Municipal League in Grapevine, Texas, Tuesday through Friday, November 13-16, during the normal agenda preparation week for November 20 and the actual date of the second City Council Meeting in November; November 20th, the Tuesday preceding the

Agenda Item 3

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
JULY 17, 2012**

Thanksgiving Holidays.

15. City Manager's Report.

A. Informational updates, as may be required. City Manager Longoria reported on the very successful attendance of the pre-proposal Request for Qualification meeting for the Municipal Facility Design Services related to the \$7 Million Bond Program. Mr. Longoria reported 50 individuals attended representing 35 firms.

Mr. Longoria indicated that Architect Richard Mogas completed the construction drawings for the Leon Valley Public Library Children's Wing Expansion Project. He indicated the City will go through the process of bidding the project out to try to determine if the project can be built for the current funding considering savings which may be obtained based on the current economic conditions. Mr. Longoria indicated the entire bidding process may take 45 days.

Mr. Longoria noted that Raising Cane's is close to completing its permitting process. He stated that there will be a formal groundbreaking ceremony on Friday, July 27. The entire City Council is invited to participate. The location is next to Whataburger on Bandera Road.

Mr. Longoria announced that Assistant Public Works Director Fred Stolz will be retiring September 5. Mr. Longoria indicated there will be a formal recognition before September for Mr. Stolz before the City Council.

B. Monthly Departmental Reports. There were no questions nor remarks regarding the monthly departmental reports.

C. Financial Statement for the Month of June 2012. Finance Director Vickie Wallace briefed the City Council on the City's Financial Statement for the Month of June 2012.

D. Approved Minutes of City-Affiliated Boards, Committees, and Commissions.

(1) Leon Valley Public Library Board of Trustees Approved Meeting Minutes for September 12, 2011, October 10, 2011, November 14, 2011, January 9, 2012, March 12, 2012, April 9, 2012, May 14, 2012; quorum not met. No meeting in December, 2011, due to Breakfast with Santa Event.

E. Future Agenda Items.

(1) Presentation of the City Manager's Fiscal Year (FY) 2013 Budget Recommendations, August 7.

(2) Review Request for Qualifications for Municipal Facility Design Services Related to the \$7 Million Bond Program, August 21.

(3) Fiscal Year 2013 Budget Workshops in August, 2012; specific dates to be announced.

(4) Fiscal Year 2013 Budget Public Hearing, Adoption, and FY2013 Tax Rate set on September 18, 2012.

(5) City Council Awards City Attorney Contract, September 4, 2012.

(6) City Council Decision/Selection on Solid Waste Management Services, September 18, 2012.

(7) City Council Decision/Selection on City Engineering Services Contracts, November 6, 2012.

Agenda Item 3

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
JULY 17, 2012**

16. Citizens to be heard. No citizen came forward to address the City Council.

17. Announcements by the Mayor and Council Members.

Councilman Biever indicated he participated in a parade in the Pocono Mountains with his grandchildren and that was the reason for his absence from this year's Independence Day Parade. Mr. Biever indicated he appreciated the employee's luncheon following the Independence Day holiday.

Council Member Baldrige thought this year's Independence Day Parade was wonderful. She expressed all the effort by the volunteers and staff in pulling the annual event together.

Council Member Hill invited the assembly to the next Commemoration Committee meeting on Saturday at 10 a.m. at the Jim's Restaurant on Bandera Road at Loop 410.

Mayor Riley reiterated her appreciation for the July 4th events and for the City's volunteers that work so hard to make such events a success.

Executive Session

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

There was no Executive Session held under this agenda item.

19. Adjourn. Mayor Riley adjourned the meeting without objection at 9:10 p.m.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: August 7, 2012
M&C: # 08-02-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON AN ORDINANCE APPOINTING MEMBERS AND ALTERNATES TO THE COMMEMORATION COMMITTEE, THE EARTHWISE LIVING COMMITTEE, AND THE LEON VALLEY PUBLIC LIBRARY BOARD OF TRUSTEES

PURPOSE

This agenda item will allow the City Council to consider adopting an ordinance appointing members and alternates to the City Council's boards, committees, and commissions following the May 2012 Elections, with such appointments to be effective immediately and the terms to be co-terminous with the Mayor's term of office.

FISCAL IMPACT

Not applicable

RECOMMENDATION

It is recommended that the City Council adopt the attached ordinance appointing and re-appointing members to the City Council's Boards, Committees, and Comissions, following the May 2012 Elections; with such appointments to be effective immediately and the terms to be co-terminous with the Mayor's Term of Office.

S.E.E IMPACT STATEMENT

Social Equity – The City will encourage collaborative participation by its residents, businesses and stakeholders. The City's citizens participate by serving on boards, committees, and commissions. This encourages transparency, communication, and accountability.

Environmental Stewardship – Not applicable

Economic Development – Not applicable

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

ORD NO. _____

AN ORDINANCE

APPOINTING MEMBERS AND ALTERNATES TO THE COMMEMORATION COMMITTEE, THE EARTHWISE LIVING COMMITTEE, AND THE LEON VALLEY PUBLIC LIBRARY

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

1. The following individuals are hereby appointed as members to the **Commemoration Committee:**

Darby Riley, Ed Conroy, Patty Manea, Wendy Phelps, Wanda Phelps, Jim Wolfshohl, Betty Wolfshohl, Rosie Schaetter, Barbara Fryer, Olen Yarnell, Walter Reed, Carol Reed, Robert Dons, Linda Dozier, Shirley Owen, Carlos Vera.

2. The following individuals are hereby appointed as members to the **Earthwise Living Committee:**

Brenda Sarmiento

3. The following individuals are hereby appointed as members to the **Leon Valley Public Library Board of Trustees:**

Peggy Proffitt

PASSED and **APPROVED** this the 7th day of August, 2012.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

APPROVED AS TO FORM:

Mick McKamie, City Attorney

Agenda Item 5

MAYOR AND COUNCIL COMMUNICATION

**DATE: August 7, 2012
M&C: # 08-03-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON ATTACHED RESOLUTION CANCELING THE CITY COUNCIL MEETING OF NOVEMBER 20, 2012 TO ALLOW THE CITY COUNCIL, COMMUNITY, AND CITY STAFF TO FULLY OBSERVE THE THANKSGIVING HOLIDAYS.

PURPOSE

This agenda item is being placed to allow the City Council to consider cancelling the second City Council Meeting(s) in November; November 20, 2012, to allow the City Council, community, and staff to fully observe the Thanksgiving Holidays which occur two days later in that week.

It has been tradition for the City of Leon Valley City Council to affect the change by Resolution. Therefore, a resolution is submitted for the City Council's consideration.

S.E.E. IMPACT

Social Equity – The City Council by canceling its City Council Meeting(s) on November 20, 2012 allows for observance of the Thanksgiving Holidays by the City Council, Community, and City staff.

Economic Development – Not applicable.

Environmental Stewardship – Not applicable.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

That the City Council approve the resolution cancelling the November 20, 2012 City Council Meeting(s).

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary

Resolution

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY TO CANCEL THE CITY COUNCIL MEETING(S) OF TUESDAY, NOVEMBER 20, 2012

WHEREAS, the City of Leon Valley's Code of Ordinances, Chapter 2 states that a regular council meeting shall be held on both the first and third Tuesdays of each month beginning at 7:00 o'clock p.m.; and

WHEREAS, the second Tuesday in November 2012 is November 20, 2012, which precedes the Thanksgiving Holidays; and

WHEREAS, the Leon Valley City Council desires that its citizens and staff have the opportunity to fully enjoy the Thanksgiving Holidays.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, HEREBY APPROVES CANCELING THE SECOND MEETING(S) FOR THE MONTH OF NOVEMBER 2012; NOVEMBER 20, 2012.

Passed and approved this 7th day of August 2012.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: **August 7, 2012**
M&C #: **08-04-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON ORDINANCE ACCEPTING COMMUNICATIONS EQUIPMENT AND GRANT FUNDS IN THE AMOUNT OF \$6,122 FROM SOUTHWEST TEXAS REGIONAL ADVISORY COUNCIL (STRAC) AND MAKING ASSOCIATED BUDGET ADJUSTMENTS FOR THE FIRE DEPARTMENT EMS SUPPLIES AND EQUIPMENT BUDGET

PURPOSE

To amend the current fiscal year budget to accept a grant of communications equipment and to allow for the purchase of EMS supplies, equipment, and data communications services.

Leon Valley Fire/EMS received a grant of communications equipment and services, valued at \$8,192.75, which included three In-Motion mobile gateways, three air cards, a three-year support plan for each gateway and a five-year subscription to the LifeNet electrocardiogram transmission program.

Leon Valley Fire/EMS received a \$6,122 grant allotment from the Texas EMS/Trauma Systems funding for fiscal year 2012. If approved, the funds will be used to fund monthly data charges for the three mobile gateways, installation, and other EMS equipment and supplies.

The In-Motion gateways will allow paramedics in the field to transmit electrocardiograms, through the LifeNet System, to local hospitals so that they can be analyzed by specialists. Obtaining and transmitting the EKGs in the field saves time and duplication of effort, reducing the door-to-cath lab time for the emergency cardiac patient.

The following adjustment is proposed:

General Fund/Fire Department/EMS: + 6,122

FISCAL IMPACT

None. The City received a grant to fund this training. On-going expense of data transmission is covered by the trauma grants.

Agenda Item 6

SEE VISION IMPACT

Social Equity – This equipment will enhance the medical care and life safety of the public.

Economic Development – Use of grant funding conserves City funds for other uses.

Environmental Stewardship – No impact.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary

ORD. NO. _____

AN ORDINANCE

**APPROVING AMENDMENTS TO THE ORIGINAL BUDGET OF THE
CITY OF LEON VALLEY, TEXAS, FOR THE FISCAL YEAR OF 2012**

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

- I. The attached and incorporated Mayor and Council Communication # 08-04-12, as approved on August 7, 2012 contains an amendment to the original Budget for the City of Leon Valley, Texas, for the Fiscal Year 2012 as approved by the Leon Valley City Council on August 16, 2011 under Ordinance 11-014. A true copy of said documents are on file in the office of the City Secretary and made a part hereof by reference, are hereby amended and approved and are ordered filed in the office of the City Secretary.

GENERAL FUND / FIRE DEPARTMENT / EMS

PASSED and APPROVED this 7th day of August 2012.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

APPROVED AS TO FORM:

Mick McKamie, City Attorney



Trauma Funds Grant Budget Adjustment

City Council Meeting
August 7, 2012



Purpose

- Acceptance of grant communications equipment and services, and acceptance of grant funds in the amount of \$6,122 from Southwest Texas Regional Advisory Council (STRAC) and associated budget adjustments for the Fire Department EMS supplies and equipment budget



Background

- Leon Valley Fire/EMS received a grant of communications equipment and services valued at \$8,192.75 from STRAC which included:
 - Three InMotion Mobile Gateways
 - Three Air Cards
 - Five-year subscription to LifeNet EKG transmission program



Background

- Leon Valley Fire/EMS also received a \$6,122 grant allotment from the Texas EMS/Trauma Systems funding for fiscal year 2012



Background

- The In-Motion gateways will allow paramedics in the field to transmit electrocardiograms, through the LifeNet System, to local hospitals for analysis
 - Saves time and duplication of effort
 - Reduces door-to-cath lab time



Background

- If approved trauma funds will be used to purchase:
 - Data services for air cards (\$1,548/year)
 - Equipment installation (\$786)
 - Stryker stretcher rails and antlers (\$867)
 - Narcotics safe (\$1,750)
 - Rescue Training Manikin (\$1,171)



Fiscal Impact

- None. The City received a grant that can be used to fund this equipment and services
- Ongoing expense of data transmission will be funded by the trauma grants



S.E.E. Impact

- **Social Equity**
 - This equipment will enhance the medical care and life safety of the public
- **Economic Development**
 - Use of grant funding conserves City funds for other uses
- **Environmental Stewardship**
 - None



Discussion



Trauma Funds Grant Budget Adjustment

City Council Meeting
August 7, 2012

Agenda Item 7

MAYOR AND COUNCIL COMMUNICATION

DATE: August 7, 2012

M&C #: 08-05-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON A REQUEST BY AMERICAN LEGION POST NO. 336 FOR THE CITY OF LEON VALLEY TO CO-SPONSOR A PATRIOT DAY REMEMBRANCE CEREMONY ON SEPTEMBER 16, 2012 AT THE LEON VALLEY COMMUNITY CENTER AND WAIVE ANY APPLICABLE CITY FACILITY USE FEES. (WALTER GERAGHTY, AMERICAN LEGION POST NO. 336 COMMANDER)

PURPOSE

American Legion Post No. 336 submitted a written request (Attachment A) to the Mayor and City Council for their consideration to co-sponsor a Patriot Day Remembrance Ceremony on September 16, 2012 at the Leon Valley Community Center and to waive any applicable City Facility Use Fees.

The event is open to the public at no charge. The City Council approved co-sponsorship in 2009, 2010, and 2011. American Legion Post No. 336 Commander Walter Geraghty has reserved the Leon Valley Community Center on September 16, 2012 from 3 p.m. to 9 p.m. Mr. Geraghty has requested the use of the Leon Valley Community Center based on a much larger anticipated attendance at this year's event.

Mr. Geraghty is requesting that the following charges be waived:

\$ 160 – Cleaning

\$ 400 – Deposit

\$ 132 (\$22 per hour x 6 hours) – Security

\$ 600 – Actual Rental for 6-10 hours

\$1,292

The City's pricing list for the Leon Valley Community Center is attached for the Council's reference.

FISCAL IMPACT

The fiscal impact is dependent on the City Council's action on this request. If authorized, the fiscal impact will be on the Community Center Fund to the extent to be determined by the City Council.

RECOMMENDATION

City staff recommends that the following charges be paid:

\$ 160 – Cleaning

\$ 132 – (\$22 per hour x 6 hours) - Security

\$ 292

A larger crowd will require security to ensure the safety of participants. Thorough cleaning will need to be done following use by a larger crowd in the City's Community Center which is a larger facility than the Conference Center facility used in 2011. This is the basis of the City staff's recommendation that \$292 be paid to offset the cleaning and security expenses.

The City would waive the following fees:

\$ 400 – Deposit

\$ 600 – Actual Rental for 6 – 10 hours

\$1,000

The recommendation is that the City Council authorize the co-sponsorship with American Legion Post No. 336 of the Patriot Day Remembrance Ceremony on Sunday, September 16, 2012, from 3 p.m. to 9 p.m. with the City of Leon Valley to the extent to be determined by the City Council.

S.E.E. IMPACT STATEMENT

Social Equity - *The City of Leon Valley will promote a superior quality of life by providing events and amenities with historical and cultural significance. City co-sponsorship of the Patriot Day Remembrance Event on September 11, 2011 reflects on the American historical event that occurred on September 11, 2001 and seeks to honor those who gave their lives on that date.*

Economic Development – Not applicable.

Environmental Stewardship – *The City of Leon Valley and the American Legion Post No. 336 will demonstrate environmental stewardship at the Patriot Day Remembrance Ceremony on September 16, 2012 at the Leon Valley Community Center through the provision and use of recycling containers for reducing the amount of solid waste that gets in the waste stream and landfills.*

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

Rec'd 7/25/12
CR



The American Legion Post No. 336

DATE: July 25, 2012
TO: City of Leon Valley
FROM: Walter Doughty, Commander
RE: Annual 9/11 Ceremony at the Leon Valley Conference Center

Dear Mayor Riley and Council Members

For the past several years we have partnered with the City of Leon Valley for our annual Sept 11, 2001 event. This year we will present a tree in remembrance of Stephen Perry a resident of Leon Valley who died in Sept 2006 in the war on terrorism. Also this year we will name a Policeman and Fireman of the year. Our Post has now over 575 current members and the American Legion State Commander and current City of Killeen Mayor Mark Corbin has agreed to be our guest speaker. We are once again requesting a waiver of rental and fees to put on this event Sunday Sept 16, 2012 from 3 PM to 9 P.M. If necessary I will appear at the Aug 7, City Council meeting.

For God and Country
Walter Doughty, Commander

ATTACHMENT X - Price List

Leon Valley Community Center Rates

6427 Evers Road, Evers @ Poss Road 1.5 miles outside Loop 410
Community Center Attributes

- 4,000 square feet
- 300-person capacity
- 22- 60" round tables, 44- 8' long tables and 300 chairs
- Alcohol allowed; TABC permit required to sell
- Ice machine
- Large Kitchen
- Bathrooms, water fountain
- Ceiling fans
- Loft windows-limited natural light
- Cement floors and Platform stage
- Audio system available (additional fee)
- Open: Monday-Friday, 3:00 p.m.-12:00 midnight
Saturday-Sunday, 8:00 a.m.-12:00 midnight

Fee Classifications

Private- Functions not open to the general public, such as weddings, family reunions, anniversaries, birthdays, debuts, receptions.

Civic- Non-profit organizations that possess *IRS Determination Letter* and a *Tax-Exempt* status, hosting events such as meetings, celebrations, fund-raising and educational seminars.

RATES

DAY	RENT		DEPOSIT		CLEANUP	SECURITY
	<i>Private</i>	<i>Civic</i>	<i>Private</i>	<i>Civic</i>	<i>Both</i>	<i>Both</i>
Monday - Thursday	\$400 R	\$200 R	\$400.00	\$ 250.00	\$160.00*	\$22.00/hr** (per security guard)
	\$450 NR	\$250 NR				
Friday	\$700 R	\$700 R	\$400.00	\$ 250.00	\$160.00	\$22.00/hr
	\$750 NR	\$750 NR				
Saturday	\$800 R	\$800 R	\$400.00	\$ 250.00	\$160.00	\$22.00/hr
	\$850 NR	\$850 NR				
Sunday	\$600 R	\$200 R	\$400.00	\$ 250.00	\$160.00	\$22.00/hr
	\$650 NR	\$250 NR				

- ◆ Rent includes ten (10) hours usage (hourly security fee per hours used is an additional charge).
- ◆ Hours in the building can be split into two time periods in the day, with a minimum of two hours per time period.

- ◆ Deposit is required to reserve date.
- ◆ This deposit is held until the completion of an event, and will be returned by mail no later than 30 days if there are no damages or violations of the *Lease Agreement*.

* **Civic Meeting Rate Discount:** Effective, August 5, 2008, The City of Leon Valley will no longer offer Civic Meeting Rate discounts for clean-up.

** **Certain events may require additional security.** Call for more information.

For information, contact Sylvia Gomez , 684-1391 ext. 225
Reservations made at, 6400 El Verde Rd.
Office Hours M-Th 7:30 AM– 5:30 PM, Friday 7:30 AM – 11:30 AM

MAYOR AND COUNCIL COMMUNICATION

**DATE: August 7, 2012
M&C # 08-06-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: PRESENTATION OF PROPOSED FISCAL YEAR 2013 BUDGETS

PURPOSE

The City Manager will formally present his Proposed Fiscal Year 2013 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 ten 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 thru careful allocation of budgetary dollars that promotes sustainability.

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

ATTEST:

Janie Willman, City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: August 7, 2012
M&C # 08-07-12

TO: MAYOR AND CITY COUNCIL
SUBJECT: PRESENTATION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION PROPOSED FISCAL YEAR 2013 BUDGET

PURPOSE

This agenda item will allow the City Council to hear a presentation on the LVEDC Proposed Fiscal Year 2013 Budget, as approved by the LVEDC Board at their regular Board Meeting of July 25, 2012. Following the presentation, the Mayor and City Council will begin discussing and determining matters pertinent to the LVEDC Fiscal Year 2013 Budget.

FISCAL IMPACT

The LVEDC Fiscal Year 2013 Budget is developed by using 1/8 of one-cent of the projected sales tax revenue generated during the coming fiscal year. For Fiscal Year 2013, the estimated amount of the 1/8 of one cent sales tax generated is \$200,000.

S.E.E. IMPACT

Social – N/A
Economic – To provide a diverse and versatile business environment that supports a healthy economy by retaining, expanding and attracting viable businesses.
Environmental – N/A

APPROVED: _____ DISAPPROVED: _____
APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)
Fiscal Year 2013 Proposed Budget
As Approved by the LVEDC Board 07/25/12

DEPARTMENTAL EXPENDITURES	2008-2009 ACTUAL	2009-2010 ACTUAL	2010-2011 ACTUAL	CURRENT BUDGET	Y-T-D ACTUAL	PROJECTED YEAR END	REQUESTED BUDGET	ADOPTED BUDGET
<u>SUPPLIES</u>								
5100-520.01 Office Supplies	-	127	9	1,200	-	-	-	-
5100-520.02 Operating Supplies	-	-	45	-	106	-	-	-
5100-520.04 Miscellaneous Supplies	-	-	-	-	-	-	-	-
<u>TOTAL SUPPLIES</u>	-	127	54	1,200	106	-	-	-
<u>CONTRACTUAL SERVICES</u>								
5100-530.01 Professional Services	1,000	42,194	34,649	22,980	57,102	-	40,000	-
5100-530.02 Contractual Services	6,136	18,239	28,514	40,830	28,514	-	41,153	-
5100-530.03 Telephone	-	-	-	-	-	-	-	-
5100-530.04 Utilities - Gas, Water, Electricity	-	-	-	-	-	-	-	-
5100-530.05 Printing	-	-	36	-	-	-	-	-
5100-530.06 Advertising	-	383	1,466	10,000	-	-	-	-
5100-530.08 Equipment Rental	-	-	1,749	5,200	1,406	-	-	-

LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)
Fiscal Year 2013 Proposed Budget
As Approved by the LVEDC Board 07/25/12

5100-530.09 Travel	2,400	350	525	2,900	1,543	-	10,000
5100-530.10 Membership	700	700	-	700	600	-	700
5100-530.15 EDC Project Funding	-	7,568	50,927	116,190	-	-	108,147
<u>TOTAL CONTRACTUAL SERVICES</u>	10,236	69,434	117,866	198,800	89,165	-	200,000
<u>TOTAL BUDGET</u>							200,000

MAYOR AND COUNCIL COMMUNICATION

DATE: August 7, 2012

M&C #: 08-08-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: DISCUSS AND CONSIDER ACTION ON A RESOLUTION SUPPORTING LEGISLATION TO PERMIT INDEFINITE RENEWAL OF THE STREET MAINTENANCE SALES AND USE TAX FOR CONSIDERATION IN THE 2013 STATE OF TEXAS LEGISLATIVE SESSION

PURPOSE

This agenda item will allow the City Council to discuss and consider action on the attached resolution supporting legislation to permit indefinite renewal of the Street Maintenance Sales and Use Tax for Consideration in the 2013 State of Texas Legislative Session. The bill would allow the City Council to leverage funding in order to maintain and reconstruct streets and roads in the City of Leon Valley.

See the white paper which follows this communication for presentation of the matter.

FISCAL IMPACT

None at this time.

RECOMMENDATION

That the City Council adopt the attached resolution supporting legislation to permit the indefinite renewal of the Street Maintenance Sales and Use Tax for consideration in the 2013 State of Texas Legislative Session.

S.E.E. IMPACT STATEMENT

Social Equity - *The City of Leon Valley will promote a superior quality of life by providing superior services and infrastructure. Evers Road in the City of Leon Valley serves as one of the City's major thoroughfares and requires significant maintenance and reconstruction work. Indefinite renewal of the Street Maintenance Sales and Use Tax would allow the City Council to leverage funding in order to maintain and reconstruct streets and roads in the City of Leon Valley without the additional expense and process involved in seeking re-authorization every four years. The City Council by approaching the 2013 State of Texas Legislature demonstrates its commitment to providing a superior quality of life to residents, businesses, and community stakeholders.*

Economic Development – *Cities that maintain a superior infrastructure attract and retain quality economic development.*

Environmental Stewardship – **Not applicable.**

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

Agenda Item 10

ATTEST:

Janie Willman, City Secretary

Street Maintenance Tax Authorization
Legislative Briefing Memorandum

State law requires an election by the citizens of a city to vote for the establishment of the street maintenance sales tax. The program is established for a four-year period and requires the voters to reauthorize the tax every four years. The sales tax was first approved by voters in November 2007, beginning on April 1, 2008 and expiring on March 31, 2012. Residents once again voted in favor of the tax in November 2011, and the second authorization began on April 1, 2012 and will expire on March 31, 2016.

Leon Valley voters overwhelmingly supported the tax (over 80%) in both elections. Some residents asked why we have to vote for the tax every four years and suggested we handle the tax in the same manner as the city's economic development tax, which was authorized indefinitely.

Due to the age of our city' streets and the size of our city, the amount of tax generated every four years is insufficient to repair and reconstruct all streets. If state law were changed to allow for the City of Leon Valley to ask for voter approval of the tax for an indefinite period, the city could use debt financing of major street projects.

The City of Leon Valley maintains 42 miles of street, with 98% asphalt and only 2% concrete. Asphalt pavement typically requires maintenance every 7 years. Street maintenance projects are not paid for out of property taxes; rather, they are planned and paid for in their entirety by the revenue collected from the street maintenance sales tax. At present, the street maintenance sales tax is one quarter of one cent which generates about \$400,000 annually. Major street reconstruction cannot be funded using this tax because they require debt issuance to cover the higher cost to reconstruct. For example, the City hopes to fund a reconstruction of approximately 1.2 miles of one of our main streets, a major project that will cost nearly \$2,000,000. To accomplish this project it is necessary to issue debt through a bond issuance requiring annual payments for a 20-year period. A reconstruction of Evers Road has been made yet more important with the construction of a State of Texas DPS Mega-Center at the intersection of Huebner and Evers Roads, and the inevitable rise in traffic volume that will accompany it. The city cannot accomplish this project without the ability to utilize a 20-year debt issuance. Currently, there are no federal or state funds available for city street projects.

Legislation can be bracketed to accommodate Leon Valley, a general law city with a population over 10,000. Our local legislative delegation is in full support of our effort. The city passed a resolution on August 7, 2012 memorializing our request.

Resolution

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY SUPPORTING LEGISLATION TO PERMIT INDEFINITE RENEWAL OF THE STREET MAINTENANCE SALES AND USE TAX FOR CONSIDERATION IN THE 2013 STATE OF TEXAS LEGISLATIVE SESSION

WHEREAS, the Texas Tax Code Chapter 327.007(b) requires an election be called and held every four years to reauthorize the Street Maintenance Sales and Use Tax in the same manner as an election to adopt the tax under Section 327.006; and,

WHEREAS, the City of Leon Valley voters re-authorized the Street Maintenance Sales and Use Tax at the rate of one-quarter (0.0025000) of one percent to continue providing revenue for the maintenance and repair of municipal streets on November 8, 2011; and,

WHEREAS, the current authorization of the tax began on April 1, 2012 and expires on March 31, 2015, and generates approximately \$400,000 annually; and,

WHEREAS, the City of Leon Valley has identified a major street reconstruction project that cannot be completed without ability to debt finance,

WHEREAS, a major street reconstruction project requires debt issuance through a bond issuance requiring annual payments over a 20-year-period.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, SUPPORTS LEGISLATION PERMITTING THE INDEFINITE RENEWAL OF THE STREET MAINTENANCE SALES AND USE TAX.

Passed and approved this 7th day of August 2012.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

Agenda Item 11

MAYOR AND COUNCIL COMMUNICATION

DATE: August 7, 2012

M&C: # 08-09-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: DISCUSS AND CONSIDER RESOLUTIONS FOR THE 2012 TEXAS MUNICIPAL LEAGUE (TML) CONFERENCE

PURPOSE

This agenda item is being placed to allow the City Council to discuss and consider submitting any legislation for consideration by the 2012 TML Legislative Resolutions Committee.

S.E.E. IMPACT

Social Equity – Cities that seek to promote the maximum social equity through legislative initiatives participate using the TML’s Legislative Resolutions Committee and policy implementation process.

Economic Development – Not applicable.

Environmental Stewardship – Not applicable.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

If the City Council desires to participate in the TML’s Legislative process prior to the Annual Conference in November, that direction be provided to staff regarding the preparation of items in time for submission at TML headquarters by no later than October 1, 2012.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary



TEXAS MUNICIPAL LEAGUE

President **Leonard Reed**, Mayor, Willis
Executive Director **Bennett Sandlin**

July 13, 2012

MEMORANDUM

TO: TML Member Cities
TML Regional Officers
TML Affiliate Presidents

FROM: Bennett Sandlin, Executive Director

SUBJECT: Resolutions for the 2012 TML Annual Conference

In order to facilitate the development of policy, the TML Constitution provides a resolutions process that allows input from TML member cities, regions, and affiliates. It is through this process that issues most important to the cities of Texas are identified and decisions are made regarding the allocation of the League's legislative and administrative resources.

The TML Constitution states that resolutions for consideration at the Annual Conference must be submitted to the TML headquarters 45 calendar days prior to the first day of the Annual Conference. For 2012, this provision means that resolutions from any member city, TML region, or TML affiliate must arrive at the TML headquarters no later than **October 1, 2012**.

The TML Board of Directors has adopted several procedures governing the resolutions process. Please review the following items carefully and thoroughly.

1. No resolution can be considered by the TML Resolutions Committee unless it has prior approval of: (a) the governing body of a TML member city; (b) the governing body or membership of a TML affiliate; **or** (c) the membership of a TML region at a regional meeting.
2. TML member cities, regions, and affiliates that wish to submit a resolution **must** complete a resolution cover sheet. The cover sheet to be used is attached. Please feel free to make as many copies of this cover sheet as needed. The cover sheet must be attached to the resolution throughout each step of the resolutions process.
3. Resolutions submitted will be thoroughly discussed at the TML Annual Conference. The Resolutions Committee is appointed by the TML

President and is made up of city officials from TML member cities across the state.

4. The city or other entity that submits a resolution is encouraged to send a representative to the Resolutions Committee meeting to explain the resolution. The Resolutions Committee will meet at **2:00 p.m.** on **Tuesday, November 13, 2012,** at the **Gaylord Texan Convention Center** in **Grapevine.**

If the procedures described above are not followed for any given resolution, that resolution is likely to be referred to some other TML committee for further study. In that case, the resolution would not be adopted during the 2012 conference.

You should also be aware that under the TML Constitution, resolutions received after the deadline of October 1, 2012, must not only have the attached cover sheet, but also must “state the reason precluding timely submission.” These late resolutions can be considered by the TML Resolutions Committee at the Annual Conference only if two-thirds of the Committee members present and voting agree to suspend the submission rule and consider the resolution.

Resolutions may be submitted by mail, fax, or by e-mail (resolutions@tml.org).

If you have any questions or would like any assistance, please call Bennett Sandlin, at any time – (512) 231-7400.

cc: TML Board of Directors

**2012
TML RESOLUTION COVER SHEET**

Sponsoring Entity: _____
(City, TML Affiliate, and/or TML Region)

Brief Background: _____

What the Resolution is Intended to Accomplish: _____

How the Resolution is City-Related/How it Addresses a Municipal Issue: _____

Statewide Importance: _____

Submitted By: Name: _____
Title: _____
City: _____
Telephone: _____

PLEASE DO NOT WRITE ON THE BACK OF THIS FORM

HOW THE LEAGUE IMPLEMENTS POLICY

TML Staff
October 2011

The Constitution of the Texas Municipal League provides that the purpose of the organization is to advance and sustain the interests of the cities of Texas and that the general policy of the League will be adopted by the Board of Directors. Service on the Board and participation in the legislative resolution and policy process, regional meetings, affiliate organizations, and other TML activities give member city officials the opportunity to witness the formulation of policy, but many do not have an opportunity to witness its implementation.

Although TML policy initiatives occasionally focus on federal issues, the bulk of the organization's effort is directed toward state programs, particularly legislation, state agency rules, cases in state courts, contested agency cases, and similar activities of state government. A threshold question in all such matters is how best to maximize the time and efforts of TML's legislative, legal, and executive staff in order to devote finite resources to issues of highest priority.

On a routine basis, the staff monitors dozens of periodicals, recent case decisions, state agency activities, attorney general opinions, and miscellaneous publications that contain information on current developments relevant to cities. Of particular interest is the Texas Register, which contains the proposed rules and schedules of open meetings of the roughly 50 state agencies that have jurisdiction over municipal issues. If the proposed rules of an agency are believed to have a negative impact on municipal interests, the TML legal staff will file comments with the agency and will alert affected cities and affiliate organizations that may also desire to comment. Conversely, when the impact of particular rules is uncertain or of a highly technical nature, appropriate municipal officials with expertise in the subject of the rules are contacted for guidance. Staff members may also give testimony at hearings on the adoption of proposed rules. Occasionally, when an issue is of sufficient importance to merit it, the Board of Directors will approve a special (usually voluntary) dues assessment on member cities to finance litigation and/or the hiring of consultants to advocate TML's position.

Selected state agency hearings, agenda meetings, policy briefings, and advisory committee meetings are attended when city issues are involved, and TML staff members are frequently asked to serve as members of particular state agency advisory committees or task forces.

Under the League's Legal Defense Program, the legal staff files numerous *amicus curiae* (friend of the court) briefs in cases involving significant municipal issues. To a lesser degree, the staff files *amicus* briefs in contested state agency cases. The decision to file a brief is based on the degree to which issues involved in the case will affect the majority of Texas cities or are contrary to the League's adopted legislative policy. Similarly, the legal staff often receives notification from the attorney general's office that it has received a request for an opinion on a municipal issue, and TML is given the opportunity, or is requested, to file a brief recommending a particular position in the opinion.

The period of heaviest activity and involvement in policy issues for TML occurs immediately preceding and throughout regular and special sessions of the Texas Legislature. As each bill is filed prior to a session, and as each is filed or amended during the session, it is reviewed by TML staff members. Those of interest to cities are identified, and, with input from city officials, the executive director and staff make a determination of whether to endorse, support, oppose, or take no position on each bill. During the 2011 regular session, more than 6,300 bills were filed, of which approximately 1,400 were of interest to and tracked by TML.

The TML staff also prepares, finds sponsors for, and works for the passage of those legislative initiatives advanced by the membership and adopted by the TML Board of Directors. TML bills are selected from those recommended by member cities and TML's legislative policy committees. The policy committees, which are made up of member city representatives appointed by the TML president, meet periodically in Austin preceding the annual conference. Their recommendations, as well as those of member cities, must be adopted by the TML Resolutions Committee at the annual conference prior to submission to the TML Board.

Legislative resolutions adopted by the Resolutions Committee and the TML membership are forwarded to the TML Board for prioritization. In order to develop a workable and meaningful legislative package, the TML Board may, under power granted by the TML Constitution, modify the priority of any given resolution.

A great amount of time and effort during a session is devoted to informing legislators and advocates of particular proposals of the effect of bills that are opposed by cities. If amendments can be identified and accepted by a legislator that will remove municipal concerns, TML's position on a bill will be changed. In addition to lobbying efforts in support of and opposition to particular bills, TML staff members draft amendments, testify before legislative committees, monitor all sessions of the House and the Senate, and track the daily progress of each bill on which TML has taken a position. City officials are frequently called upon during a legislative session to conduct analyses of bills, to provide testimony, or to contact their legislators concerning particular bills or amendments.

The staff is guided through the policy implementation process by the resolutions and votes of the Board of Directors, but the Executive Committee of the Board—consisting of the president, the president-elect, all past presidents, and two additional Board members—is authorized to decide policy questions that require immediate TML action and cannot be delayed until the next meeting of the Board.

While it is not possible for TML to influence every issue in state government in the manner most advantageous to city interests, the League's policy implementation process has been highly successful and is a major component of TML's constitutionally stated goal of rendering to its member cities the "services which individual cities have neither the time, money or strength to do alone."

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

June 13, 2012

The meeting of the Community Events Committee convened at 6:40 p.m. on Wednesday at Leon Valley City Hall, 6400 El Verde Rd., Leon Valley, Texas 78238.

I. ROLL CALL

Present were Chairman, Carlos Vera and members, Bobbie Schaeff, Jean Robledo and Evelyn Scarborough. Committee Member Darcy Vera arrived soon after. Also present was Staff Liaison Sylvia Gomez.

II. APPROVAL OF MINUTES

Staff Liaison Sylvia Gomez advised that the minutes of May 16, 2012 were attached as received due to priority in preparing the final documentation for the 4th of July celebration and asked that the Committee review as a group for approval at our next regular meeting. The Community Events Committee reviewed the minutes with corrections to be made and Staff Liaison Sylvia Gomez will re-type for final review and approval as stated.

III. NEW BUSINESS

The invited guests for this meeting were Chief Stan Irwin and Chief Randall Wallace. Chairman Carlos Vera announced that the parade will go back to the original route on Poss Rd. Chief Wallace stated that four Police Officers would be assigned to the event.

Staff Liaison Sylvia Gomez will call Via Transit to advise them of the parade route with street closure, as it will affect the Via Transit bus route in the Leon Valley area.

Chairman Carlos Vera and Committee Members Darcy Vera, Bobbie Schaeff, Jean Robledo and Evelyn Scarborough agreed that the previously used telephone call list should again be published for event use.

Staff Liaison Sylvia Gomez confirmed that Dr. Folks will ride in a fire engine with costumed characters and the parade line-up was discussed. Staff Liaison Sylvia Gomez stated other than the starting line-up of officials and city vehicles, there is no parade placement. Then parade entries are lined up by motorized vehicles on left side of the Car-Vel Parking Lot and walking groups are on the right side of the parking lot and then mixed one after another as they proceed onto the parade route.

Further, the San Antonio Marching Band will not march in the parade but opted to only perform in the Community Center due to the heat and health concern of the band members who have another performance elsewhere after our event.

Parade participants who wish to pass out coupons or flyers may do so if walking but not from their vehicles for the safety of others and to avoid parade delays. After the parade, any coupons or flyers may be dropped off at the Community Center information booth; for anyone who would like that item.

Staff Liaison Sylvia Gomez asked Committee Members to give suggestions for children's games or consider a reuseable parade banner if unspent funds become available. Balloonamations has already been hired to create balloon animals and Staff Liaison Sylvia Gomez will look into banner prices.

Committee Member Jean Robledo knows the head of the Pinto Club and will contact her about participating in the 4th of July parade.

Chairman Carlos Vera announced that volunteer Kallan Talbert will bag the candy that has been purchased for parade use.

Chairman Carlos Vera and Committee Members Darcy Vera, Bobbie Schaeff, Jean Robledo and Evelyn Scarborough tabled the purchase of matching Community Events Committee shirts through contribution for a later meeting.

Staff Liaison Sylvia Gomez announced that Los Leones Chair person Gail Tribble donated a \$25.00 gift card, from H.E.B, to the Community Events Committee for their Los Leones volunteer assistance. Snacks will be purchased for the next Community Events Committee meeting.

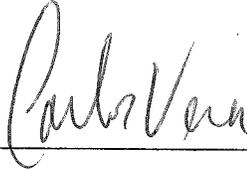
IV. OTHER BUSINESS

The next meeting will be on Wednesday, June 27, 2012.

V. ADJOURN

A motion to adjourn was made by Committee Member Darcy Vera and Committee Member Bobbie Schaeff seconded the motion. The meeting adjourned at 7:40 p.m.

CHAIR

A handwritten signature in cursive script, appearing to read "Carlos Vera", written over a horizontal line.

Staff

A handwritten signature in cursive script, appearing to read "Darcy Vera", written over a horizontal line.



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION**

April 25, 2012

The regular meeting of the Leon Valley Economic Development Corporation (LVEDC) convened at 6:36 p.m. on **Wednesday, April 25, 2012** in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. ROLL CALL

LVEDC Board Members in attendance: President Abraham Diaz, Treasurer Michael McCarley, Secretary Nancy Marin, and Board Member Dr. Georgia Zannaras. Board Members with excused absences: Claude Guerra, III, Herman Segovia and Stephen Ynostrosa.

Staff members in attendance: Board Attorney Steven Peña and LVEDC Executive Director Claudia Mora, acting as staff support and recording secretary.

President Diaz announced that Board Member Ynostrosa had accepted the position of LVEDC Vice President.

II. CITIZENS TO BE HEARD

Ms. Nora Perez addressed the LVEDC Board expressing disappointment regarding the lack of the LVEDC approval for her funding request. She informed the Board she made a request for records under the Texas Public Information Act and found the response lacking. Indications were that she might file a complaint with the Office of the Attorney General.

III. CONSIDER LVEDC MINUTES – March 6, 2012 and March 28, 2012

The Board reviewed the minutes of March 6 and March 28 meetings.

Motion by Board Member Zannaras and second by Board Member McCarley to approve the minutes with corrections detailed in the attached document.

Voting to approve the minutes: McCarley, Zannaras, and Diaz. Voting against approval: Marin.

The Board recommended that future meeting minutes be shortened and written more broadly to reflect topics of discussion.

IV. FINANCIAL REPORT BY LVEDC TREASURER (MICHAEL MCCARLEY)

Board Member McCarley reported that the sales tax report shows an average of \$17,000 in sales tax revenue that goes to the LVEDC. As of 1:00 p.m. April 25, 2012, the LVEDC had \$373,903.09 in both bank accounts. Mr. McCarley reminded the board that there were outstanding obligations that needed to be paid. A grand total was not yet available as of the meeting preparation time. Board Member Marin moved to accept the financial report. Board Member Zannaras seconded the motion. The motion passed unanimously.

V. STATUS OF WEBQA CONTRACT FOR GOLOCAL PROGRAM

Board Attorney briefed the LVEDC Board on the status of the contract. WebQA's contract was short and did not have an indemnity clause or other key clauses that would protect the LVEDC from being sued. The Board directed staff to follow-up with WebQA on the contract language. In addition, staff was directed to follow-up with the City on coverage under the City's TML insurance policy.

VI. STATUS OF BANK SIGNATURES

Executive Director Mora informed the Board that the City's contact at Frost Bank had assisted in processing the paperwork to get the bank signatures changed for the LVEDC. Ms. Mora indicated that President Diaz and Treasurer McCarley needed to sign the bank documents to affect the signature changes following this evening's meeting so that the signature change documentation could be mailed the next morning.

VII. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-005, REGARDING TAX SERVICES FOR PREPARING AND FILING OF IRS FORM 990 FOR 2011 BY THOMAS D. LEROY – BOOKKEEPING & TAX SERVICES, INC.

Executive Director Mora informed the Board that Mr. LeRoy had prepared the form for the LVEDC for 2010. Board Member Marin moved to approve the resolution to engage Mr. LeRoy to prepare and file the IRS Form 990 on behalf of the LVEDC for 2011. Board Member Zannaras seconded the motion. President Diaz announced the motion carried.

VIII. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-006, REGARDING REGISTRATION AND TRAVEL RELATED EXPENSES FOR ABRAHAM DIAZ, OR A DESIGNEE, AND CLAUDIA MORA TO ATTEND THE INTERNATIONAL COUNCIL OF SHOPPING CENTERS RECON – THE GLOBAL RETAIL REAL ESTATE CONVENTION MAY 20-23, 2012

Executive Director Mora briefed the Board on the International Council of Shopping Centers (ICSC) RECON – The Global Retail Real Estate Convention held in Las Vegas, Nevada every May. For 2012, RECON will be held May 20-23. Representatives from Leon Valley have attended RECON in the past and have successfully attracted such businesses as HEB Marketplace, Bush's Chicken, and Payless Shoes. Ms. Mora reported that the registration fee to attend would be \$990 per person. The total estimated expenses associated with sending two people would be \$3,800. Ms. Mora indicated that part of her expenses would be covered by the City's general fund budget for Economic Development. Discussion ensued regarding the amount the LVEDC would pay for Ms. Mora to attend. Board Member Marin moved to approve the expenditure of funds for President Diaz or his designee to attend. Ms. Mora clarified that the LVEDC would cover only the expenses not covered by the Economic Development Department budget. Board Attorney Peña explained that the wording of the resolution did not need to be amended to indicate partial payment or reimbursement for Ms. Mora's expenses. Ms. Marin withdrew her motion.

Board Member Zannaras moved to approve the resolution authorizing the expenditure of LVEDC funds for registration and travel related expenses for Abraham Diaz, or a designee, and Claudia Mora to attend the ICSC RECON May 20-23, 2012. President Diaz seconded the motion. The motion passed.

Board Member Marin, concerned with the vote, asked to return to item VIII on the agenda. Board Attorney Peña informed the Board that they could revisit the item.

A roll call vote was taken.

Voting in Favor: Dr. Zannaras and Mr. Diaz.

Abstaining: Ms. Marin and Mr. McCarley.

Attorney Peña explained that the motion carried based on the majority of members voting and not abstaining as voting in favor of the motion. President Diaz announced the motion carried.

IX. NOMINATIONS AND CONDUCT ELECTION OF VICE PRESIDENT

President Diaz reiterated that Board Member Ynostrosa had accepted the Vice President position. Nominations and election of vice president were not needed.

X. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE

The City of Leon Valley Economic Development Corporation Board Convened into Executive Session at 7:34 p.m. regarding the following sections of the Texas Government Code:

- A. Pursuant to Section 551.071, (1)(2) Consultation with Attorney, Regarding Pending or Contemplated Litigation Regarding **DOCUmation Contract.**
- B. Pursuant to Section 551.071, (1)(2) Consultation with Attorney, Regarding Pending or Contemplated Litigation Regarding **Porky J's.**
- C. The City of Leon Valley Economic Development Corporation Board will Reconvene into Open Session.
- D. The City of Leon Valley Economic Development Corporation Board will Take Any Possible Actions Resulting from the Executive Session.

The Board reconvened into open session at 7:49 p.m.

There was NO ACTION TAKEN in Executive Session on Agenda Items A and B.

The City of Leon Valley Economic Development Corporation Board did not take any action resulting from the Executive Session on Agenda Items A and B.

XI. FUTURE AGENDA ITEMS

The Board indicated that they would like a streamlined application process for sales tax generating businesses. In addition, they expressed an interest in developing a policy guideline for the frequency of applying for a grant from the LVEDC.

The Board directed staff to research the possibility of setting up email accounts through the City of Leon Valley for the LVEDC board members. The new accounts would be used only for LVEDC business.

Board Member Zannaras shared her experience on another board with developing a strategic plan during a short, one-day work session. She indicated that the LVEDC Board may want to do something similar.

Board Member Marin expressed interest in reviewing and modifying the articles of incorporation's language regarding the duties of the board members and officers.

The FY2012-2013 budget will be discussed and considered at the next meeting. Also to be discussed and considered will be a resolution to set the date of the LVEDC board meetings for the fourth Wednesday of the month.

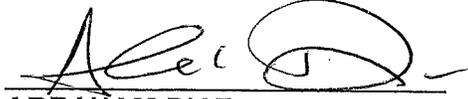
There was a brief discussion on the public hearing for the Special Use Permit for the proposed DPS project. The Board decided not to include this item as a future agenda item.

ITEMS ANNOUNCED

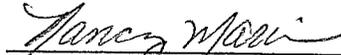
Board President Diaz shared with the Board that he and the Mayor were meeting once a month with the City Manager and Economic Development Director to discuss economic development activity and concerns.

XII. ADJOURN

Board Member McCarley moved to adjourn, seconded by Board Member Zannaras. The motion carried by voice vote and the meeting was adjourned at 8:20 p.m.



**ABRAHAM DIAZ
BOARD PRESIDENT**



**NANCY MARIN
BOARD SECRETARY**

Prepared by Staff Liaison: Claudia Mora



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION**

May 23, 2012

The regular meeting of the Leon Valley Economic Development Corporation (LVEDC) convened at 6:30 p.m. on **Wednesday, May 23, 2012** in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. ROLL CALL

Present were President Abraham Diaz, Vice President Stephen Ynostrosa, Treasurer Michael McCarley, Secretary Nancy Marin, Board Member Dr. Georgia Zannaras, and Board Member Claude Guerra, III. Board Member Herman Segovia was absent. Also present were Board Attorney Steven Peña, and LVEDC Executive Director Claudia Mora acting as staff support and recording secretary.

II. CITIZENS TO BE HEARD

None.

III. CONSIDER LVEDC MINUTES – April 25, 2012

President Diaz asked for a motion to approve. Board Member Zannaras moved to accept the minutes. Board Member Ynostrosa seconded the motion. The motion passed.

IV. FINANCIAL REPORT BY LVEDC TREASURER (MICHAEL MCCARLEY)

Board Member McCarley reported as of noon, May 22, 2012, the LVEDC had \$396,447.23 in both bank accounts. Mr. McCarley stated that there were outstanding checks for \$10,337.60, which would reduce the amount of funds to \$386,109.63. The balance in the money market account was \$362,989.59, and in the checking account, \$23,120.04. Mr. McCarley said he would transfer \$20,000 from the money market account to the checking account. Board Member Marin moved to accept the financial report. Board Member Zannaras seconded the motion. The motion passed unanimously.

V. STATUS OF WEBQA CONTRACT FOR GOLOCAL PROGRAM

Executive Director Mora reported that WebQA submitted language for an indemnity clause. Board Attorney Peña informed the Board and staff that the language was not acceptable. Ms. Mora reported to the Board that the City's TML insurance policy would cover some actions. Board President Diaz shared with the Board that he had expressed to staff that he would not sign a contract that was not approved by the Board Attorney. Ms. Mora mentioned that she would speak with the City of Seguin regarding their contract with WebQA and report back to the Board at the next meeting. In addition, Ms. Mora would continue to work with WebQA on contract language.

**VI. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-007,
REGARDING BUDGET ADJUSTMENT FOR ATTORNEY FEES**

Executive Director Mora reported on the outstanding attorney fees and the need for a budget adjustment to add money to the line item from which the fees are paid. Staff proposed that \$70,200 be moved from the EDC Project Funding line item to the Professional Services line item. The amount of the adjustment included the projection of fees anticipated through the end of the fiscal year. Staff was directed by the Board to include the resolution captions on future agendas. Board Member Guerra moved to approve the budget adjustment.

Board Member Marin seconded the motion. The motion passed. The budget adjustment would be sent to the City Council for approval at the June 19th meeting.

VII. PRESENTATION OF LVEDC PROPOSED BUDGET FOR FY 2013

Executive Director Mora reported that the City of Leon Valley was planning on having a tight or limited budget for 2013. In preparing a draft 2013 budget for the LVEDC, the same approach in preparing the general fund economic development budget was taken. Ms. Mora presented the proposed budget explaining the amounts proposed for each line item. Items of note included the Professional Services line item being raised to \$30,000 for 2013. It is anticipated that there would not be a large amount of legal fees next fiscal year. The Travel line item is increased to \$10,000 to cover training for Board members due for required training, and interested in additional economic development training. The line item for the EDC Project Funding is proposed to be increased to \$118,430. The line item for Equipment Rental would be reduced to \$0.

Ms. Mora explained that the proposed budget was a draft. The Board members were asked to review the budget over the next month, ask questions or make changes before voting to accept the budget at the next LVEDC Board meeting.

VIII. PRESENTATION OF BEAUTIFICATION OF BANDERA ROAD PROJECT

Executive Director Mora presented to the LVEDC Board information on a proposed partnership between the LVEDC and the City of Leon Valley. The Beautification of Bandera Road Project would include the financial support of the LVEDC toward the maintenance of Bandera Road. The proposed LVEDC contribution would be \$32,958. The maintenance would include regular trimming of the grass in the median, litter pick up, repairing of signs, etc. The idea for this project stems from business owners and citizens complaining about the unappealing appearance of areas along Bandera Road – in particular, the overgrowth of grass and weeds along the median. Ms. Mora explained that the City was in discussions with the Texas Department of Transportation regarding the maintenance of Bandera Road. In addition, the City was looking into creating an identity for the community by installing monuments with the city name and logo.

Ms. Mora indicated that the idea is presented for support and feedback. No action would be taken at this time.

Discussion ensued with concerns on whether a maintenance contract was an acceptable use under the Type 4B provisions. Preference for funding a monument or item of a long-standing nature for this project was mentioned. Ms. Mora stated that the City would not go through the application process but would have an agreement with the LVEDC to participate in the project. The Board indicated that it would like to collaborate on the project; however, it would not like to do maintenance. As a matter of clarification, the Board directed staff to research whether maintenance was an acceptable use of Type 4B money, and report back at the next LVEDC Board meeting.

IX. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-008, REGARDING DESIGNATING FOURTH WEDNESDAY OF THE MONTH AS THE REGULAR MEETING DATE FOR THE LVEDC

Executive Director Mora proposed that the LVEDC Board designate the fourth Wednesday of the month as the regular meeting date. Discussion ensued regarding consideration of designating the third Wednesday of the month as the regular meeting date in order to have ample time to meet the deadline for inclusion on the City Council agenda of an LVEDC-approved funding item requiring City Council approval. Staff was directed to check the availability of the City Council Chambers on the third Wednesday of the month for the LVEDC to use for their Board meetings. Board Member Marin moved to table this item and Board Member McCarley seconded the motion, the motion passed.

X. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE

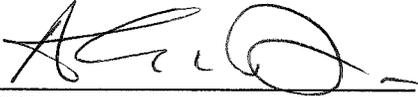
Board Attorney Peña stated that there was no need for the Board to have an executive session.

XI. FUTURE AGENDA ITEMS

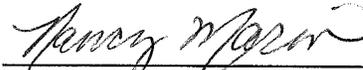
Board Member Marin expressed interest in reviewing and modifying the by-law's language regarding the duties of the board members and officers. In addition, she asked that staff research the terms of the officers.

XII. ADJOURN

Board Member McCarley moved to adjourn, seconded by Board Member Marin. The motion carried by voice vote and the meeting was adjourned at 8:04 p.m.

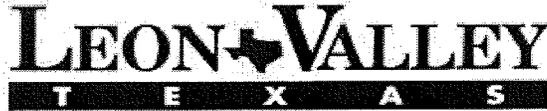


ABRAHAM DIAZ
BOARD PRESIDENT



NANCY MARIN
BOARD SECRETARY

Prepared by Staff Liaison: Claudia Mora



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
SPECIAL JOINT MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL AND THE CITY OF
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION**

June 19, 2012, 5:30 P.M.

City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

- 1. Call the City of Leon Valley City Council Special Joint Meeting to Order, and Determine a Quorum is Present.** Mayor Riley called the Special Joint Meeting to order at 5:36 p.m. with all members of the City Council present: Hill, Reyna, Baldrige, Dean, and Bieber.

The following staff members were in attendance: City Manager Longoria, City Attorney McKamie, City Secretary Willman, and Economic Development Director Mora.

- 2. Call the City of Leon Valley Economic Development Corporation (LVEDC) Board of Directors Special Joint Meeting to Order, and Determine a Quorum is Present.** LVEDC Board President Abraham Diaz called the Leon Valley Economic Development Corporation Board of Directors Special Joint Meeting to order at 5:36 p.m. with the following LVEDC Board of Directors present: Segovia, Guerra, Marin, McCarley, and Zannaras.

- 3. Joint Executive Session in Accordance with the Texas Government Code Regarding the Town Center Project, and Pending Litigation, Larry Little v. City of Leon Valley Economic Development Corporation, Civil Cause No. 2011-CI-17823, M&C # 06-11-12.**

A. The City Council of the City of Leon Valley and the City of Leon Valley Economic Development Corporation Board convened in Joint Executive Session at 5:38 p.m. pursuant to Section 551.071(1)(A), Consultation with Attorneys, on pending litigation.

- 4. Joint Executive Session in Accordance with the Texas Government Code Regarding the Town Center Project, M&C # 06-12-12.**

A. The City Council of the City of Leon Valley and the City of Leon Valley Economic Development Corporation Board convened in Joint Executive Session at 5:38 p.m. Pursuant to Section 551.071, Consultation with Attorneys, Other Pending Litigation-Demand Letter from Larry Little Counsel.

- 5. The City of Leon Valley Economic Development Corporation Board of Directors reconvened into Open Session at 6:25 p.m.**

- 6. The City of Leon Valley Economic Development Corporation Board of Directors did not take any actions in Executive Session, nor arising out of Executive Session 3.A. or 4.A.**

- 7. The City Council of the City of Leon Valley reconvened into Open Session at 6:25 p.m.**

8. The City Council of the City of Leon Valley considered possible actions arising out of Executive Session 3.A. or 4.A. Regarding Executive Session 3.A., Councilman Reyna made a motion that the City Council approve a budget adjustment of \$70,200 to pay for professional services incurred by the Leon Valley Economic Development Corporation. Council Member Hill seconded the motion. The motion carried on unanimous vote of the City Council. Voting Aye: Hill, Reyna, Baldrige, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

9. Presentation on International Council of Shopping Centers (ICSC) RECON Business Trip, M&C # 06-13-12.

Mayor Riley, LVEDC Board President Diaz, and Economic Development Director Mora reported on their experiences at this year's ICSC RECON Business Trip. Ms. Mora made a formal presentation to the City Council and the LVEDC highlighting elements of the ICSC RECON 2012 Plan, including identifying a group of prospective businesses to target for cold calls, preparing and updating the City's community profile, and attending conference seminars of interest or significance to Leon Valley. Ms. Mora indicated a review of the Buxton Retail Site Assessment identified economic segments as retail leakages in Leon Valley. She identified upscale retail establishments as target for recruitment to the area including clothing, shoes, and sporting goods. Thirty contacts were identified at this year's RECON. She concluded the presentation by detailing a number of successes and follow-up action plans.

10. Quarterly Update and Dialogue Between the City of Leon Valley City Council and the City of Leon Valley Economic Development Corporation Board of Directors, M&C # 06-14-12.

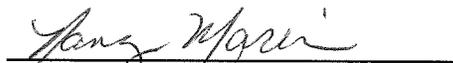
There was a warm exchange of remarks and comments regarding the positive experience of increasingly open dialogue between the Leon Valley City Council and the Leon Valley Economic Development Corporation Board of Directors. Due to the length of the Executive Sessions, members of both the City Council and the LVEDC Board, acknowledged their anticipation towards the next quarterly special joint meeting.

11. Adjourn.

- A. The City of Leon Valley Economic Development Corporation Board of Directors adjourned its meeting at 7 p.m. without objection.
- B. The City of Leon Valley City Council adjourned its meeting at 7 p.m. without objection.



ABRAHAM DIAZ
BOARD PRESIDENT



NANCY MARIN
BOARD SECRETARY

Prepared by Staff Liaison: Claudia Mora



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION**

June 27, 2012

The regular meeting of the Leon Valley Economic Development Corporation (LVEDC) convened at 6:30 p.m. on **Wednesday, June 27, 2012** in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. ROLL CALL

Present were President Abraham Diaz, Vice President Stephen Ynostrosa, Treasurer Michael McCarley, Secretary Nancy Marin, Board Member Dr. Georgia Zannaras, and Board Member Herman Segovia. Board Member Claude Guerra, III was absent, as communicated to the President. Also present were Board Attorney Steven Peña, LVEDC Executive Director Claudia Mora acting as staff support and recording secretary, and City Manager, Manuel Longoria.

II. CITIZENS TO BE HEARD

None.

III. CONSIDER LVEDC MINUTES – May 23, 2012

President Diaz asked for a motion to approve. Board Member Zannaras moved to accept the minutes. Board Member Segovia seconded the motion. The motion carried.

IV. FINANCIAL REPORT BY LVEDC TREASURER (MICHAEL MCCARLEY)

Board Member McCarley stated that he did not have a financial report at this time.

V. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-008, A RESOLUTION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) APPROVING THE DESIGNATION OF THE FOURTH WEDNESDAY OF EACH MONTH AS THE REGULAR MEETING DAY FOR THE LVEDC BOARD

Executive Director Mora informed the Board that the City Council Chambers were not available on the third Wednesday of the month, as had been asked at the May 23 LVEDC Board meeting. Board Member Marin moved that the LVEDC Board approve Resolution 2012-008 designating the fourth Wednesday of the month as the regular meeting day for the LVEDC Board. Board Member McCarley seconded the motion. The motion carried.

VI. PRESENTATION OF BANDERA ROAD REVITALIZATION PROJECT

Executive Director Mora presented, in detail, the proposed Bandera Road Revitalization Project. The report contained estimated costs for the project, including the costs for the monuments and landscaping. In addition, a budget proposal on the maintenance of the Bandera Road corridor was presented to the Board for their consideration in partnering with the City. The City Manager, Manuel Longoria, provided comment and responses regarding the project and the possible participation by the LVEDC.

Discussion ensued regarding the possibility of LVEDC participating in the revitalization project. After much discussion and clarification, it was proposed by one Board member that LVEDC fund the position

being proposed for the maintenance portion of the project for one year. Staff asked for some consensus from the Board on whether the LVEDC would consider some funding of the proposed revitalization maintenance employee. There was no consensus for this proposal from the Board members present. Board President Diaz directed staff to proceed with the budget preparation and return to the Board with a plan as to how the LVEDC contribution would be presented – in the form of an employee or a percentage of the maintenance contract.

VII. DISCUSSION OF THE LVEDC APPLICATION FOR \$80,000 SUBMITTED BY EL SOL BAKERY

Executive Director Mora presented a summary of the LVEDC funding request submitted by Mauricio Romero and El Sol Bakery, Inc. for \$80,000. The request for funding would be used to reconfigure space, utility upgrades, signage, paint building, and make the restroom compliant with the Americans with Disabilities Act. The applicant is open to negotiating a grant and a loan combination. The projected number of jobs to be created by this project is four full-time jobs and two part-time jobs. The City is working on a lease agreement for El Sol to move into the Kinman House.

Discussion ensued regarding the applicant's investment in the project and how a deal might be structured for this project.

VIII. DISCUSSION OF THE LVEDC APPLICATION FOR \$35,000 SUBMITTED BY OLD WEST BURGERS

Executive Director Mora presented a summary of the LVEDC funding request submitted by Jim Coultriss and Old West Burgers for \$35,000. The request for funding would be used for working capital and operating expenses, and to repair the roof, HVAC system and floor of the facility to be leased. The applicant requested a grant. The projected number of jobs to be created by this project is eight part-time jobs. The applicant was in negotiations to lease space at 6555 Bandera Road.

Mr. Coultriss was present. He provided some information on his business and distributed some restaurant ratings information and critiques on Old West Burgers. He answered questions regarding the business. He indicated that he was considering maintaining his current location in San Antonio and making the Leon Valley location an expansion. When asked whether he would consider a loan versus a grant, he indicated that he preferred the funding be in the form of a grant.

Board President Diaz asked for two volunteers to assist Executive Director Mora score the El Sol Bakery and Old West Burgers applications. Board Members Marin and Ynostrosa volunteered.

The Board discussed the funding requests amounts and the current policy guidelines. Board Attorney Peña suggested the Board have stringent funding agreements. The agreements could include the applicants enter into five-year leases. In addition, he mentioned that some type of performance measures mechanism be in place which would enable the Board to recoup funds if the applicant did not meet the requirements of the agreement. He also stressed the need to have revised program guidelines and a new application, in addition to making sure the Board and staff did due diligence in reviewing applications.

Discussion ensued with concerns on elements to include in the revised LVEDC funding guidelines and application. It was suggested that the budgeted project funds be divided into different categories. Also, it was recommended that applicants sign a disclosure letter or get a letter from a bank indicating that they are eligible for a business loan from the bank. Board Member McCarley discussed the LVEDC funds and expressed his concern regarding the current balance, the amounts requested by the applicants, the City's Bandera Road Revitalization request, and future litigation.

IX. FUTURE AGENDA ITEMS

Board Member Marin reiterated her request that staff review and report on Board appointments. She also indicated that the Board needed to develop a strategic plan. Board President Diaz stated that he

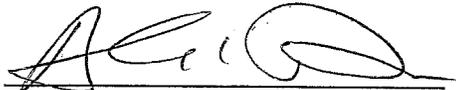
wanted to have a draft of the program guidelines presented to the Board sometime within the next two months.

X. ANNOUNCEMENTS

None.

XI. ADJOURN

Board Member McCarley moved to adjourn, seconded by Board Member Segovia. The motion carried by voice vote and the meeting was adjourned at 9:21 p.m.



ABRAHAM DIAZ
BOARD PRESIDENT



NANCY MARIN
BOARD SECRETARY

Prepared by Staff Liaison: Claudia Mora