

# NOTICE OF PUBLIC MEETING

## AGENDA

### LEON VALLEY CITY COUNCIL MEETING

DECEMBER 18, 2012, 7:00 P.M.

LEON VALLEY CITY HALL, CITY COUNCIL CHAMBERS  
6400 EL VERDE ROAD, LEON VALLEY, TEXAS 78238

---

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

1. **Call the City of Leon Valley Regular City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance. (Mayor Riley)**
2. **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

3. **Consider Approval of the Meeting Minutes of the Special and Regular City Council Meetings of December 4, 2012. (Willman)**
4. **Consider Approval of the Tax Roll for the City of Leon Valley, Texas, for the 2012 Tax Year and the Attached Ordinance, M&C # 12-09-12.** *Each year, once the City Council had adopted a Tax Rate, the Bexar County Tax Assessor furnishes a summary of the Tax Roll. The State Property Tax Code requires the Tax Roll be approved by the Taxing Units' Governing Body. This agenda item will allow the City Council to consider those required approvals. (V. Wallace)*
5. **Consider Action on an Ordinance Approving a Budget from the CIED Fund for the Following Projects: Bandera Road Gateway-Grass Hill & IH-410 \$235,000, Bandera Road Gateway-Eckhert Road, \$285,000, Library Expansion \$200,000, Bandera Road Triangle Park \$10,000, 20 Percent Hike and Bike Trails Grant Cash Match \$186,000, M&C # 12-10-12.** *This agenda item will allow the City Council to approve a budget from the CIED Fund for projects as detailed in the caption above and as discussed at the December 4, 2012 City Council Meeting. (Longoria)*

### Regular Agenda

6. **Conduct the Second of Two Public Hearings and Readings, and Consider Action on a Resolution Approving a Leon Valley Economic Development Corporation (LVEDC) Project Funding of Up to \$10,000 in a Grant and Up to \$37,500 in a Loan to Mauricio Romero and El Sol Bakery, Inc., for the Relocation of El Sol Bakery to Leon Valley and Improvements to The Kinman House at 6417 Evers Road, Leon Valley, TX, M&C # 12-11-12.** *This agenda item will allow the City Council to conduct the second of two required public hearings, and two required readings, and consider action on a resolution approving an LVEDC Project Funding request of up to \$10,000 in a grant and up to \$37,500 in a loan to Mauricio Romero and El Sol Bakery, Inc., for the relocation of El Sol Bakery to Leon Valley and improvements to the Kinman House located at 6417 Evers Road in Leon Valley. (Mora, LVEDC Chair Abraham Diaz)*
  - A. **Open Public Hearing.**
  - B. **Close Public Hearing.**
  - C. **City Council to Consider Action.**
7. **Consider a Request to Allow an Electronic Message Center (EMC) Sign, Measuring 24 Square Feet at 6421 Bandera Road, M&C # 12-12-12.** *This agenda item will allow the City Council to consider a sign variance request for an electronic message sign, amending Chapter 14, Zoning, Regulations for All Districts, Overlay Districts, Appendix C, Prohibited Signs. (Flores)*
8. **Consider Action on a Variance Request, by Ordinance, to Allow a Building Addition, Measuring 156 Square Feet at 6509 Grissom Road, M&C # 12-13-12.** *This agenda item will allow the City Council to consider a variance request, by ordinance, for a 156-square foot building addition on a public drainage easement, Luv-N-Care Child Development Center at 6509 Grissom Road. (Flores)*
9. **Consider Approval of the Architectural Services Contract with OCO Architects for Professional Services Related to the Municipal Facilities Improvement Project as Authorized in the 2012 Municipal Bond Election, M&C # 12-14-12.** *This agenda item will allow the City Council to consider approving the architectural services contract with OCO Architects as authorized by the City Council on October 16, 2012 with the adoption of Ordinance No. 12-032. (Longoria)*
10. **Consider Authorizing the City Manager, by Ordinance, to Execute a Solid Waste Contract with Waste Management of Texas, Inc., M&C # 12-15-12.** *This agenda item will allow the City Council to consider approving and adopting an ordinance authorizing the City Manager to execute a solid waste management contract with the City's current provider, Waste Management of Texas, Inc., pursuant to the City Council's directions in Executive Session conducted on November 5, 2012. (Longoria)*

### Discussion Agenda

11. **Update Regarding January 26, 2013 Town Hall Meeting Agenda Topics, M&C # 12-16-12.** *This agenda item will allow the City Council to receive and discuss agenda topic updates and discuss details pertinent to the January 26, 2013 Town Hall Meeting. (Longoria)*

12. **Receive a Report on Policy Decisions to be Determined Related to the May 11, 2013 Joint, General and Special Elections and Provide Direction to Staff, M&C # 12-17-12.** *This agenda item will allow the City Council to receive a report on policy decisions related to the May 11, 2013 Joint, General, and Special Elections and to provide direction to staff based on the consensus of the City Council. (Willman)*
13. **City Manager's Report. (Longoria)**
- A. **Informational updates, as may be required.**
- B. **Monthly Departmental Reports for Month of November 2012.**
- C. **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) Leon Valley 2012 Bond Oversight Committee Meeting Minutes, September 27, 2012.
- (2) Leon Valley Zoning Commission Meeting Minutes of November 27, 2012.
- D. **Future Agenda Items**
- (1) Consider Renewal of Support Services Contract with Leon Valley Economic Development Corporation (LVEDC).
- (2) Consider Action on a Resolution Authorizing the City Manager to Execute a Lease with Mauricio Romero for the Kinman House at 6417 Evers Road, Leon Valley, TX, December - January
- (3) LVCC & LVEDC Quarterly Joint Meeting, January 2013.
- (4) Consideration of a Service Provider for Construction Manager at Risk for the Municipal Facilities Improvement Project, January, 2013.
- (5) Conduct Annual Town Hall Meeting, Saturday, January 26, 2013.
- (6) Texas Department of Transportation Presentation on Super Street Model.
- (7) Staff Update / Presentation on the Progress of the Sun Setting Process for the City of Leon Valley's Boards, Committees, and Commissions.
14. **Citizens to be Heard.**
15. **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.*

*Holiday Closings:*

*Monday, December 24, 2012 for Christmas  
 Tuesday, December 25, 2012 for Christmas  
 Tuesday, January 1, 2013 for New Year's*

### Executive Session

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

---

#### **Attendance by Other Elected or Appointed Officials:**

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

I hereby certify that the above NOTICE OF PUBLIC 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, December 14, 2012 by 5:30 p.m. and remained posted until after the meetings hereby posted concluded. This notice was likewise posted on the City website at [www.leonvalleytexas.gov](http://www.leonvalleytexas.gov). This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours ahead of the meeting. To make arrangements call (210) 684-1391, Ext. 216.



  
Janie Willman, City Secretary

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

The City Council of the City of Leon Valley, Texas, met on the 4<sup>th</sup> of December, 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 5:30 p.m. with all members of the City Council present: Hill, Reyna, Baldrige, Dean, and Bieber.

City Staff present: City Manager Longoria and City Secretary Willman.

2. **Executive Session in Accordance with the Texas Government Code.**
  - A. The City Council convened in Executive Session at 5:31 p.m., pursuant to Texas Government Code Section 551.074, Personnel Matters, to conduct interviews with prospective board candidates, for the Economic Development Corporation, M&C # 12-01-12.
  - B. The City Council reconvened into Open Session at 7:02 p.m. and considered action on an Ordinance regarding the appointment of a member to the Leon Valley Economic Development Corporation (LVEDC), M&C # 12-02-12.

Motion by Councilman Reyna and second by Councilman Dean to approve and adopt the ordinance re-appointing Mr. Stephen Ynostrosa to the LVEDC Board of Directors in Place 6. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Adopted **Ordinance No. 12-036** – An ordinance of the City Council of the City of Leon Valley Providing for the appointment of members to the Board of Directors of the Leon Valley Economic Development Corporation (LVEDC) [in Place 6 – Stephen Ynostrosa, appointment to expire September 30, 2014.]

3. **Adjourn.** Mayor Riley adjourned the Special City Council Meeting at 7:03 p.m. without objection.
- 

#### **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 Meeting to order at 7:03 p.m. with all members of the City Council present: Hill, Reyna, Baldrige, Dean, and Bieber.

City Staff present: City Manager Longoria, City Attorney Charles E. Zech, City Secretary Willman, Economic Development Director Mora, Human Resources Director Caldera, and Police Chief Wallace.

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

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

- 2. Introduction of New City Attorney, Charles E. Zech, of Denton, Navarro, Rocha & Bernal, P.C., M&C # 12-03-12.** Mayor Riley thanked the firm of McKamie-Krueger for their service to the City of Leon Valley for their five years of service.

She introduced the City's new attorney, Mr. Charles E. Zech, of Denton, Navarro, Rocha & Bernal (DNRB) with a short biographical background on Mr. Zech's accomplishments.

City Manager Longoria reported the key elements of the new city attorney services contract being: \$3,000 flat fee per month including 10 hours per month of legal review of the agenda and supporting documentation, attendance at two meetings, and Mr. Zech's attendance at 70 percent of City Council meetings. Mr. Longoria indicated that DNRB is a full service municipal legal firm with a full complement of attorneys that can assist with other municipal issues that may arise. He noted serving with Mr. Zech at other cities.

Mayor Riley introduced an associate DNRB attorney, Ms. Jameene Banks.

- 3. Volunteer Recognition of Those Persons Involved in the Huebner-Onion House 150<sup>th</sup> and the City of Leon Valley 60<sup>th</sup> Anniversary Commemoration Events.** Mayor Riley, Council Members Hill and Baldrige joined the volunteers who assisted with the Commemoration Events on October 20-21, 2012 at the front of the dais and presented Good Neighbor Certificates for the devoted services of the volunteers who met since December 2011. Certificates were issued to: Barbara Fryer, Betty Wolfshohl, Carlos Vera, Carol Poss, Carol Reed, Darby Riley, Ed Conroy, Greg Meffert, Jennifer Hsu, Jim Wolfshohl, Linda Dozier, Mark Eisenhauer, Olen Yarnell, Patty Manea, Raymond Diaz, Robert Dons, Rosie Schaeffer, Shirley Owen, Walter Reed, Wanda Phelps, and Wendy Phelps.

Council Member Hill noted special thanks to all of the Event sponsors, and City staff, in particular, Marisa Flores and Sylvia Gomez. There was a brief presentation of photos from the Commemoration and Evers School Water Well Events. Mayor Riley thanked Councilwoman Hill and Councilwoman Baldrige for their leadership over the course of the year in planning and staging the Commemoration Events.

- 4. Texas State Senate Proclamation 1416 Issued by Senator Leticia Van de Putte Recognizing the Preservation of the Evers School Water Well and on the Placing of a Historical Plaque.** Mayor Riley read the Texas State Senate Proclamation 1416 which had been issued by Texas Senator Leticia Van de Putte. The Proclamation was issued in recognition of the preservation of the Evers School Water Well and placing of a historical plaque on October 30, 2012, culminating the City's Commemoration Events in October, 2012.
- 5. Introduction of New City Staff, M&C # 12-04-12.** Police Chief Randall Wallace introduced the new Code Enforcement Officers; Ms. Annette Rodriguez, formerly of the City of San Antonio, and Mr. Jonathan Diaz. Chief Wallace also introduced new members of the City's Police and Police Reserves; John Cozad, Chuck Brewton, Jesse Medina, Carl Barrella, Hal Adams, and Johnny Vasquez. Chief Wallace noted all the

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

officers meet the same peace officer standards as does he. The savings demonstrated with maintaining a strong complement of reserve officers is between \$3,000 and \$10,000 per month, depending on the number of reserve hours worked.

**Council Member Hill asked for a point of personal of privilege. She announced that Mayor Riley's recently celebrated a birthday. She presented the Mayor with a cake and birthday cards. The assembly sang the Birthday Song. The Mayor thanked the City Council for their good wishes.**

- 6. Citizens to be Heard and Time for Objections to the Consent Agenda.** Mayor Riley called for objections to the Consent Agenda. Councilman Reyna asked that Agenda item 7 be pulled for separate consideration.

**Daniel Ramos**, 6722 Forest Bend North, addressed the City Council regarding the lack of speed limit signs from the blinking sign at the stop sign at Evers Road to Wurzbach. It seems like the sign was taken down because there is a post there but not sign.

#### Consent Agenda

Motion by Councilman Reyna and second by Councilman Biever to approve Consent Agenda Items, 8, 9, and 10. Voting Aye: Hill, Reyna, Baldrige, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

- 8. Consider Approval of the Meeting Minutes of the Special and Regular City Council Meetings of November 5, 2012.** Approved the Meeting Minutes of the November 5, 2012 City Council Meetings, as presented.
- 9. Consider Approval of the Meeting Minutes of the Special City Council Meeting of November 12, 2012.** Approved the Meeting Minutes of the November 12, 2012 City Council Meeting, as presented.
- 10. Consider Action on Continuation of Agreement with the San Antonio Police Department for the (High Intensity Drug Trafficking Area) HIDTA Program, M&C # 12-05-12.** The City Council approved and continued an agreement with the San Antonio Police Department related to the High Density Drug Trafficking Area Program for one more year.

Motion by Councilman Reyna and second by Councilman Biever to approve the Meeting Minutes of the November 2, 2012 City Council Meeting, as corrected. Voting Aye: Hill, Reyna, Baldrige, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

- 7. Consider Approval of the Meeting Minutes of the Special Joint City Council and Leon Valley Historical Society Meeting of November 2, 2012.** Councilman Reyna noted the need for a correction to the November 2 meeting minutes; the addition of a notation indicating he left the meeting at 11:50 a.m.

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

Motion by Councilman Reyna and second by Councilman Biever to approve the minutes as amended. Voting Aye: Hill, Reyna, Baldrige, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

#### Regular Agenda

11. **Discuss and Consider Action on an Ordinance Authorizing the City Manager to Execute a Municipal Maintenance Agreement with the Texas Department of Transportation, for Maintenance and Operation of State Highway 16, M&C # 12-06-12.**

Following the City Manager's briefing, the Council considered action. The City Council noted it was timely and would be a good thing to inform Leon Valley residents because there have been presenters who have come to voice concerns about the maintenance of Bandera Road corridor.

Motion by Councilwoman Hill and second by Councilwoman Baldrige to approve and adopt an Ordinance authorizing the Municipal Maintenance Agreement with the Texas Department of Transportation. Voting Aye: Hill, Reyna, Baldrige, Dean, and Biever. Voting Nay: None. Mayor Riley announced the motion carried.

Adopted **Ordinance No. 12-037** – An Ordinance Approving the Agreement Dated December 4, 2012, Between the State of Texas and the City of Leon Valley for the Maintenance, Control, Supervision, and Regulation of Certain State Highways and/or Portions of State Highways in the City of Leon Valley and Providing for the Execution of Said Agreement; and Declaring an Emergency.

#### Discussion Agenda

12. **Discuss Proposed CIED Fund Budget, M&C # 12-07-12.** The City Council discussed a list of proposed projects to be paid for with the proceeds of the CIED Fund. Mayor Riley reported that the CIED (Community Infrastructure Economic Development) Fund had accumulated about \$1.5 million. The City had its funds returned from CPS Energy. The Mayor noted that the City had just received the second of four installments with the remainder to be received within the next year. Mayor Riley indicated that the City Council had just generally discussed how it might be spent.

Mr. Longoria reported that CPS Energy had a formula that was difficult to be able to use the money. This resulted in projects often not being funded and the funds grew over a number of years. He noted that the cities negotiated to have the money returned to be able to use the funds that had accumulated over a number of years. The money was returned with no strings attached other than the funds should be used for economic development. The City Manager detailed the most usual recipients of CIED funds being those cities with industrial parks and industrial economic development. With Leon Valley's economic strength being retail, the City's funds had not been used when the CIED funds were still under control of CPS Energy.

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

Mr. Longoria continued reporting about the details involved in the proposed list of projects to be used with the CIED Fund money now under the City's control.

Mr. Longoria referenced a chart of projects identified. Mr. Longoria indicated he would like to prepare a budget for the CIED Fund money. Mayor Riley noted she would like to see the floor at the Leon Valley Community Center re-done. She reported that the City Manager would like to apply for Bexar County CDBG funding to redo the Community Center flooring as the floor in its present condition may represent a safety issue.

Councilwoman Hill asked about the contribution the Friends of the Library are making. She asked if the Friends' contribution was to the bricks and mortar (building) fund of the Children's Wing Expansion Project or if the Friends were contributing to books. The City Manager reported that almost one-half of the Children's Wing Expansion Project is being funded by the Friends of the Library; almost \$185,000. He indicated he would confirm the exact amount with the Finance Director. Mayor Riley noted that Librarian Joyce Trent indicated she may receive grant funding for furniture and fixtures for the Project.

Mayor Riley indicated that the CPS Energy franchise fees need to be negotiated a higher rate than the proposed 3 percent, which represents no change from what was negotiated about 20 years ago. CPS Energy gets 14 percent and the suburban cities get 3 percent. She indicated the suburban cities may be a point where they need to obtain legal representation regarding negotiating a larger increase fee. City Manager Longoria noted that in North Texas and in other parts of the State, cities negotiate their franchise agreements through a unified effort. The cities in North Texas get together to pay for contracted legal services to hire experts in the area of franchise utilities.

Councilwoman Baldrige asked about an email that was received from the City of Helotes. Mr. Longoria noted that a member of the Public Utility Commission is from San Antonio and that individual has offered to help. He reported the meeting had already taken place and he expected to hear about the results soon. The question was raised as to whether it would be appropriate to set aside some of the CIED Fund money for contributing to hire an attorney to work on the franchise fee increase. It was suggested that the City Council should find out if that is legal to use the funds to sue the utility provider that is paying the franchise fee.

Councilman Reyna indicated there is similarly a need to present a unified front in negotiating with the San Antonio Water System (SAWS). He suggested that the City Council not just get legal guidance from the City Attorney but that connections with other cities may be made through the City's attorneys. Councilwoman Baldrige noted that perhaps the new City Attorney might provide some guidance. City Attorney Zech informed the City Council that he has negotiated many franchise agreements. He noted there are things the City Council can do to obtain leverage, if the City Council is willing to engage in the process.

Councilman Reyna asked if City Manager Longoria would be formalizing the CIED Fund Projects into a formal proposal with the City Council taking action at a future date. Mayor Riley responded affirmatively. Councilwoman Hill observed that the City Council might

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

get some future direction at the January 26 Town Hall Meeting as part of the discussion on economic development as one possible use to allow the City to benefit from the remaining portion of the CIED Fund money.

**13. Discuss January 26, 2013 Town Hall Meeting Agenda Topics and Provide Direction to the City Manager, M&C # 12-08-12.** The City Council discussed agenda topics and details pertinent to the January 26, 2013 Town Hall Meeting:

Capital Facilities Update including status on architect planning and meeting for citizen input, construction manager-at-risk, bond money, and expected timeline.

Waste Management service options and survey.

Economic Development status of strategic plan and overall funding of projects; annual festival (Taste of Leon Valley and music venue together?); branding of City.

Huebner-Onion Homestead presentation by architects of draft Master Plan and Site Assessment, discussion of Triangle Park, Natural Area and capital campaign.

Economic Development Use of the last  $\frac{1}{8}$  cent of sales tax.

Bandera Road Beautification Share the details of what has been discussed in City Council Meetings so citizens may know the proposed scheduling and help 'spread the word' as an incentive for established businesses to increase business and homeowners should see their property values increase.

Solid Waste Collection Services Discuss new garbage collection services as authorized in the contract to be considered by the City Council on December 18.

Introduce New City Code Officers and other new City staff members so those persons attending the Town Hall Meeting learn who the new City employees are.

Economic Development Discuss manner of getting property owners involved in supporting Leon Valley businesses to improve Leon Valley's business and property values. Leon Valley's new businesses really stand out and should be.

The City Council discussed expanding the Town Hall Meeting to an all-day session. It was noted that some citizens may not have one entire day to devote to a town hall meeting. The discussion then moved to the possibility of having one town hall meeting per quarter. It was suggested that for the January Town Hall Meeting, consideration be given to having one session on Friday afternoon for the City Council and staff, and one session for the public component on Saturday morning. Mayor Riley and Councilwoman Hill committed to meeting before the December 18 City Council Meeting to design the card mailer sufficiently early for printing production and timely mailout to the City's residents and businesses. The consensus of the City Council was to continue this discussion on December 18 with a Town Hall Meeting draft agenda. The City Manager was directed to pull a draft agenda together for the December 18 Town Hall Meeting discussion.

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

14. **City Manager's Report. (Longoria)**
- A. Informational updates, as may be required.**
- B. Monthly Departmental Reports for Month of October 2012.** There were no questions or comments about the monthly reports.
- C. Approved Minutes of City-Affiliated Boards, Committees, and Commissions.**
- (1) Leon Valley Economic Development Corporation, September 26, 2012 and October 24, 2012
  - (2) Leon Valley Park Commission, September 10, 2012, and October 8, 2012
  - (3) Leon Valley Public Library Board of Trustees, August 13, 2012, and October 8, 2012
  - (4) Leon Valley Zoning Commission, August 28, 2012, September, No Meeting, and October 23, 2012
- D. Future Agenda Items**
- (1) Conduct the Second of Two Public Hearings and Readings and Consider Action on a Resolution Approving a Leon Valley Economic Development Corporation (LVEDC) Project Funding of Up to \$10,000 in a Grant and Up to \$37,500 in a Loan to Mauricio Romero and El Sol Bakery, Inc. for the Relocation of El Sol Bakery to Leon Valley and Improvements to the Kinman House at 6417 Evers Road, Leon Valley, TX, December - January
  - (2) Consider Action on a Resolution Authorizing the City Manager to Execute a Lease with Mauricio Romero for the Kinman House at 6417 Evers Road, Leon Valley, TX, December - January
  - (3) Consider Renewal of Support Services Contract with LVEDC, December 18, 2012.
  - (2) Consider Approval of the Architectural Services Contract with OCO Architects for Professional Services Related to the Municipal Facilities Improvement Project as Authorized in the 2012 Municipal Bond Election, December 18, 2012.
  - (3) Consider Approving the Solid Waste Contract, December 18, 2012.
  - (4) Consider a Request to Allow a Light Emitting Diode (LED) Sign, Measuring 24 Square Feet at 6421 Bandera Road, December 18, 2012.
  - (5) LVCC & LVEDC Quarterly Joint Meeting, January 2013.
  - (6) Consideration of a Service Provider for Construction Manager at Risk for the Municipal Facilities Improvement Project, January, 2013.
  - (7) Conduct Annual Town Hall Meeting, Saturday, January 26, 2013.
  - (8) Texas Department of Transportation Presentation on Super Street Model.
  - (9) Staff Update / Presentation on the Progress of the Sun Setting Process for the City of Leon Valley's Boards, Committees, and Commissions.
15. **Citizens to be Heard.** Olen Yarnell, 7230 Sulky Lane, addressed the City Council asking if having the City become Wi-Fi enabled could be considered economic development. Another idea he presented for the use of the CIED Fund money are sidewalks. He noted

## Agenda Item 3

### CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS DECEMBER 4, 2012

that the Zoning Commission has received feedback from residents from the different neighborhoods as the Zoning Commission conducts its current review of the City's Master Plan update regarding the need to replace broken sidewalks. He suggested having two town hall meetings instead of one per quarter.

Al Uvietta, 6923 Sunlight Drive, asked that the City Council as it plans the January 26 Town Hall to consider the participants' perspective and not use breakout groups. He observed that had been a problem in previous town hall meetings because that limits persons who want to participate in all of the discussions to only those breakout sessions, they can sit in on while other breakout sessions are being conducted simultaneously.

Daniel Ramos, 6722 Forest Bend North, addressed the City Council voicing concern about the soil erosion around the tree roots at Raymond Rimkus Park along the drainage channel. He asked if anything is in the planning stages to address that situation. He was asked to leave his phone number with the City Secretary so City staff can provide an answer to him.

#### 16. **Announcements by the Mayor and Council Members.**

*Holiday Concert, December 9, 2:30 p.m. – 4:30 p.m., Beethoven Concert Band Performing, Leon Valley Community Center, 6427 Evers Road, Leon Valley, 78238*

Councilman Biever thanked everyone for their concern. He attended the Christmas Tree Lighting the evening before and it was a wonderful community event.

Councilwoman Baldrige thanked everyone for their concerns for her family. She expressed her regrets at not being able to attend the Christmas Tree Lighting event.

Councilman Reyna thanked everyone for their concern for his father who has been ill. He reported that his father came home on Thanksgiving weekend.

Councilwoman Hill reported that the Texas Municipal League (TML) Conference was so helpful in terms of what other cities are doing related to city services.

Mayor Riley noted she also enjoyed the TML Conference and learned a lot about social media and much from many of the other sessions she attended. Mayor Riley thanked the Community Events Committee for its work on the Christmas Tree Lighting. She thanked the staff for their contributions to the successful staging.

#### **Executive Session**

17. 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).

**Agenda Item 3**

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS  
DECEMBER 4, 2012**

There was no Executive Session conducted under this agenda item.

- 18. Adjourn.** Mayor Riley adjourned the meeting without objection at 8:38 p.m.

---

Mayor Chris Riley

ATTEST:

---

City Secretary Janie Willman

## Agenda Item 4

### MAYOR AND COUNCIL COMMUNICATION

DATE: December 18, 2012

M&C # 12-09-12

**TO:** MAYOR AND COUNCIL

**SUBJECT:** APPROVAL OF THE TAX ROLL FOR THE CITY OF LEON VALLEY, TEXAS, FOR THE 2012 TAX YEAR AND THE ATTACHED ORDINANCE

#### **PURPOSE**

Each year once Council has adopted a **Tax Rate**, the Bexar County Tax Assessor furnishes a summary of the **Tax Roll**. Section 26.09e of the State Property Tax Code requires the **Tax Roll** be approved by the taxing units governing body. Attached is the Ordinance and Tax Roll Statement for such approval.

#### **FISCAL IMPACT**

Ad valorem taxes provide revenue for the General Fund to provide service such as Police and fire protection, emergency medical service, construction, operation, maintenance and repair of the City's infrastructure including streets, sidewalks, curbs, drains, right-of-way, traffic control systems and signage, zoning, planning and subdivision administration, building inspections, code compliance, recreational activities, library services and government administration.

#### **RECOMMENDATION**

Approve the 2012 Tax Year Tax Roll as furnished by the Bexar County Tax Assessor Collector.

#### **S.E.E. IMPACT STATEMENT**

**Social Equity** – A responsible municipal budget strives to allocate tax payer's dollars in an efficient and effective manner that represents all citizens equally. The adoption of the 2012 Tax Roll will provide revenue to support City services.

**Economic Development** – Utilizing tax payer monies to maximize public safety, city administration and city programs/services allows the City to actively pursue Economic Development opportunities.

**Environmental Stewardship** – The City's El Verde by 2020 initiative continues to be

supported through careful allocation of budgetary dollars that promotes sustainability. Ad Valorem Taxes are the most stable source of revenue for the General Fund.

**APPROVE:** \_\_\_\_\_ **DISAPPROVE:** \_\_\_\_\_

**APPROVE WITH THE FOLLOWING COMMENTS:** \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Janie Willman, City Secretary

**AN ORDINANCE**

**APPROVING THE TAX ROLL OF THE CITY OF LEON VALLEY, TEXAS, FOR THE 2012 TAX YEAR**

**BE IT ORDAINED BY THE CITY OF LEON VALLEY, TEXAS:**

1. The City Council of the City of Leon Valley hereby officially approves the City Tax Roll as required by Section 26.09e of the State Property Tax Code.
2. A signed copy of this ordinance shall be submitted to Sylvia S. Romo, C.P.A., Bexar County Tax Assessor-Collector.
3. This ordinance shall take effect immediately upon its passage and approval as required by law.
4. This Tax Roll statement is as of October 1, 2012.

**PASSED** and **APPROVED** this 18<sup>th</sup> day of December 2012.

ATTEST:

\_\_\_\_\_  
Mayor Chris Riley

\_\_\_\_\_  
City Secretary Janie Willman

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney Charles E. Zech

## **Agenda Item 5**

### **MAYOR AND COUNCIL COMMUNICATION**

**DATE: December 18, 2012**

**M&C # 12-10-12**

**TO: MAYOR AND CITY COUNCIL**

**SUBJECT: CONSIDER ACTION ON AN ORDINANCE APPROVING A BUDGET FROM THE CIED FUND FOR THE FOLLOWING PROJECTS: BANDERA ROAD GATEWAY-GRASS HILL & IH-410 \$235,000, BANDERA ROAD GATEWAY-ECKHERT ROAD \$285,000, LIBRARY EXPANSION \$200,000, BANDERA ROAD TRIANGLE PARK \$10,000, 20 PERCENT HIKE AND BIKE TRAILS GRANT CASH MATCH \$186,000**

#### **PURPOSE**

The City Council discussed this policy initiative at the December 4, 2012 City Council Meeting. A consensus was reached to bring this agenda item for consideration at the December 18 City Council Meeting on the Consent Agenda to be adopted with a proposal detailing a list of projects to be funded.

The original amount of money received from CPS Energy was \$1,519,671. Of those funds, the City Council authorized the expenditure of \$49,850 in CIED Funds on October 16, 2012, to amend the Contract for Services with Halff Associates related to the enhancement of Bandera Road for monument sign designs, landscaping and irrigation design, drainage plans, lighting plans, and traffic control with the adoption of Ordinance No. 12-034.

The attached ordinance seeks to set-aside \$916,000 for the purposes defined in the agenda and ordinance caption. The Suggested CIED Fund Projects Chart has a line in it reflecting a credit of \$27,216 as coming from the Leon Valley Economic Development Corporation (LVEDC). Although this amount is in the approved budget of the LVEDC for the current fiscal year, the Board has yet to vote its appropriation of the \$27,216 fund amount. Staff's policy report on December 4 noted that the LVEDC funds had been acquired. Although the funding is anticipated, the draft ordinance being considered by the City Council does not reflect the LVEDC funding at this time.

#### **FISCAL IMPACT**

\$916,000, as authorized by the City Council. The CIED Funds are in the current fiscal year budget that was adopted on September 18, 2012.

**RECOMMENDATION**

That the City Council approve and adopt the attached ordinance setting aside \$916,000 for the list of projects to be funded from the CIED Fund.

**S.E.E. IMPACT**

**Social Equity** – The process of open and responsive governance is inherent to the City of Leon Valley and its Mayor and City Council. In order to continue the City Council’s practice of transparent, open, and collaborative government, the determination of a list of projects on which to expend CIED Funds, and the monies need to be set aside formally with the approval and adoption of an ordinance.

**Economic Development** – Responsible city governments that uphold the tradition of transparency in governance attract and retain versatile and quality businesses. Enhancing the Bandera Road Business Corridor will add to and strengthen the City’s and LVEDC’s economic development strategies.

**Environmental Stewardship** – N/A

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING COMMENTS: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Janie Willman, City Secretary

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS AUTHORIZING CERTAIN CIED FUND EXPENDITURES FOR PROJECTS; BANDERA ROAD GATEWAY-GRASS HILL & IH-410 \$235,000; BANDERA ROAD GATEWAY-ECKHERT ROAD \$285,000; LIBRARY EXPANSION \$200,000; BANDERA ROAD TRIANGLE PARK \$10,000; 20 PERCENT HIKE AND BIKE TRAILS GRANT CASH MATCH \$186,000; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the City Council of the City of Leon Valley, Texas has lawfully adopted a budget for fiscal year 2012-2013 by prior action of the City Council; and

**WHEREAS**, included in the lawfully adopted fiscal year 2012-2013 budget, are funds obtained from CPS Energy in the amount of \$1,519,671, identified in the budget as the CIED Fund; and

**WHEREAS**, the City Council of the City of Leon Valley finds a public purpose for the funds to be expended as expressed in the caption of this ordinance and as detailed in Exhibit A; and

**WHEREAS**, the City Council through this expenditure of funds demonstrates its commitment to the City's Vision Statement that the City of Leon Valley will be a sustainable community by balancing Social Equity, Economic Development, and Environmental Stewardship (S.E.E.); and

**WHEREAS**, the City Council with the expenditure of these funds demonstrates its commitment to Social Equity through the promotion and assurance of a superior quality of life by providing outstanding public safety services, and high quality educational, recreational, historical and cultural amenities and superb infrastructure; and

**WHEREAS**, the City Council with the expenditure of these funds demonstrates its commitment to Economic Development by exhibiting a distinctive and welcoming identity at its boundaries and throughout the community which encourage attraction, expansion, and retention of viable businesses

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

**Section 1.** The City Manager is hereby authorized to make the expenditure of the CIED Fund for the express and public purpose of these projects: Bandera Road Gateway-Grass Hill & IH-410 \$235,000; Bandera Road Gateway-Eckhert Road \$285,000; Library Expansion \$200,000; Bandera Road Triangle Park \$10,000; 20 Percent Hike and Bike Trails Grant Cash Match \$186,000.

- Section 2.** That should any project herein named, considered, and applied for not be obtained as legally expressed in this document by the City Council that the expenditure of the funds identified for a specifically named project revert to the CIED Fund to be expended as determined by the City Council.
- Section 3.** For the purpose of these project expenditures, that said uses would be those specifically allowed by law and found to be in the public interest for a public purpose as expressed by the City Council, recommended by its duly appointed City Manager, and reviewed by its City Attorney.
- Section 4.** That should the expenditure of any project funding occur in a fiscal year beyond the lawfully adopted Fiscal Year 2012-2013 Budget that the funding expenditure will be carried over in successive years budgeting for consideration for adoption by the then sitting City Council.
- Section 5.** If any section, subsection, paragraph, sentence, clause, phrase or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect, and to this end, the provisions of this Ordinance are declared severable.
- Section 6.** This ordinance shall take effect immediately from and after its passage and any publication as may be required by law.

PASSED and APPROVED this the 18<sup>th</sup> day of December, 2012.

\_\_\_\_\_  
Mayor Chris Riley

ATTEST:

\_\_\_\_\_  
City Secretary Janie Willman

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
City Attorney Charles E. Zech

**CIED FUND PROJECT LIST**

**EXHIBIT A**

<b>Suggested CIED Fund Projects</b>	<b>Budget by Project</b>	<b>Total Budget</b>	<b>Year-to-Date Expenditures</b>	<b>Budget Balance</b>
<b>Bandera Road Gateway-Grass Hill &amp; IH 410</b>				
Entry Feature	95,000			95,000
Landscape and Irrigation	55,000			55,000
Lighting	20,000			20,000
Survey, Permitting, Design, Administration, and 10% Contingency	65,000			65,000
<b>TOTAL Grass Hill &amp; IH 410</b>	<b>\$ 235,000</b>			<b>\$ 235,000</b>
<b>Bandera Road Gateway-Eckhert Road</b>				
Entry Feature	85,000			85,000
Landscape and Irrigation	51,000			51,000
Median and Drainage	64,000			64,000
Lighting	20,000			20,000
Survey, Permitting, Design, Administration, and 10% Contingency	65,000			65,000
<b>TOTAL Eckhert Road</b>	<b>\$ 285,000</b>			<b>\$ 285,000</b>
<b>LESS LVEDC CONTRIBUTION</b>	<b>\$ (27,216)</b>	<b>\$ (27,216)</b>		<b>\$ (27,216)</b>
<b>TOTAL BANDERA ROAD GATEWAY BEAUTIFICATION</b>		<b>\$ 492,784</b>		<b>\$ 492,784</b>
<b>Library Expansion</b>	200,000			
<b>TOTAL LIBRARY EXPANSION</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>		<b>\$ 200,000</b>
<b>Bandera Road Triangle Park</b>	10,000			
<b>TOTAL BANDERA ROAD TRIANGLE PARK</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>		<b>\$ 10,000</b>
<b>20% Hike and Bike Trails Grant Cash Match</b>	186,600			
<b>TOTAL 20% HIKE AND BIKE TRAILS GRANT CASH MATCH</b>	<b>\$ 186,600</b>	<b>\$ 186,600</b>		<b>\$ 186,600</b>
<b>TOTAL SUGGESTED PROJECTS</b>		<b>\$ 889,384</b>		<b>\$ 889,384</b>
<b>TOTAL FUNDS AVAILABLE</b>		<b>\$ 1,519,671</b>		<b>\$ 1,519,671</b>
<b>BALANCE AVAILABLE</b>		<b>\$ 630,287</b>		



# City of Leon Valley City Council

Consider Action on an Ordinance  
Approving a Budget from the CIED Fund  
For Specific Projects  
December 18, 2012



# Purpose

- Bring back for City Council Consideration for action, an ordinance approving a budget from the CIED Fund, for specific projects per the City Council's discussion and direction on December 4, 2012



# Purpose

- Project List with associated recommendations for funding:
  - Bandera Road Gateway-Grass Hill & IH-410 at \$235,000
  - Bandera Road Gateway-Eckhert Road at \$285,000
  - Library Expansion at \$200,000
  - Bandera Road Triangle Park at \$10,000
  - 20 Percent Hike & Bike Trails Grant Cash Match at \$186,000



# Fiscal Impact

Suggested CIED Fund Projects	Budget by Project	Total Budget	Year-to-Date Expenditures	Budget Balance
<b>Bandera Road Gateway-Grass Hill &amp; IH 410</b>				
Entry Feature	95,000			95,000
Landscape and Irrigation	55,000			55,000
Lighting	20,000			20,000
Survey, Permitting, Design, Administration, and 10% Contingency	65,000			65,000
<b>TOTAL Grass Hill &amp; IH 410</b>	<b>\$ 235,000</b>			<b>\$ 235,000</b>
<b>Bandera Road Gateway-Eckhart Road</b>				
Entry Feature	85,000			85,000
Landscape and Irrigation	51,000			51,000
Median and Drainage	64,000			64,000
Lighting	20,000			20,000
Survey, Permitting, Design, Administration, and 10% Contingency	65,000			65,000
<b>TOTAL Eckhart Road</b>	<b>\$ 285,000</b>			<b>\$ 285,000</b>
<b>LESS LVEDC CONTRIBUTION</b>	<b>\$ (27,216)</b>	<b>\$ (27,216)</b>		<b>\$ (27,216)</b>
<b>TOTAL BANDERA ROAD GATEWAY BEAUTIFICATION</b>		<b>\$ 492,784</b>		<b>\$ 492,784</b>
<b>Library Expansion</b>	200,000			
<b>TOTAL LIBRARY EXPANSION</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>		<b>\$ 200,000</b>
<b>Bandera Road Triangle Park</b>	10,000			
<b>TOTAL BANDERA ROAD TRIANGLE PARK</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>		<b>\$ 10,000</b>
<b>20% Hike and Bike Trails Grant Cash Match</b>	186,600			
<b>TOTAL 20% HIKE AND BIKE TRAILS GRANT CASH MATCH</b>	<b>\$ 186,600</b>	<b>\$ 186,600</b>		<b>\$ 186,600</b>
<b>TOTAL SUGGESTED PROJECTS</b>		<b>\$ 889,384</b>		<b>\$ 889,384</b>
<b>TOTAL FUNDS AVAILABLE</b>		<b>\$ 1,519,671</b>		<b>\$ 1,519,671</b>
<b>BALANCE AVAILABLE</b>		<b>\$ 630,287</b>		



# Fiscal Impact

- As authorized by the City Council's adoption of the attached Ordinance;
  - either adopted as presented **or**
  - as amended



# City of Leon Valley City Council

Consider Action on an Ordinance  
Approving a Budget from the CIED Fund  
For Specific Projects  
December 18, 2012

## Agenda Item 6

### MAYOR AND COUNCIL COMMUNICATION

**DATE: December 18, 2012**

**M&C # 12-11-12**

**TO: MAYOR AND CITY COUNCIL**

**SUBJECT: CONDUCT THE SECOND OF TWO PUBLIC HEARINGS AND READINGS, AND CONSIDER ACTION ON A RESOLUTION APPROVING LVEDC PROJECT FUNDING OF UP TO \$10,000 IN A GRANT AND UP TO \$37,500 IN A LOAN TO MAURICIO ROMERO AND EL SOL BAKERY, INC. FOR THE RELOCATION OF EL SOL BAKERY TO LEON VALLEY AND IMPROVEMENTS TO THE KINMAN HOUSE AT 6417 EVERS ROAD, LEON VALLEY, TX**

#### **PURPOSE**

This agenda item is intended to conduct the second and final of two public hearings and readings of the resolution approving expenditure of LVEDC funding, and receive comment from Leon Valley citizens regarding information provided on LVEDC project applicant, El Sol Bakery, owned by Mauricio Romero.

Article IV Functional Corporate Duties and Requirements, Section 4.5 Expenditure of Corporate Money, Subsection (c) of the Bylaws of the City Leon Valley Economic Development Corporation (LVEDC) requires that projects approved by the LVEDC Board of Directors for project funding in excess of \$10,000.00 have at least two separate readings of the approving City Council resolution and two public hearings.

At the October 24, 2012 meeting, the LVEDC Board approved the funding of up to \$10,000 in a grant and up to \$37,500 in a loan to Mauricio Romero and El Sol Bakery, Inc. The funding will enable El Sol Bakery to establish a bakery and bistro in Leon Valley at the Kinman House, 6417 Evers Road. The total project costs are estimated to be \$150,000. The City Council conducted the first public hearing on November 5, 2012 and approved a resolution supporting the funding of the El Sol Bakery project as recommended by the LVEDC Board of Directors.

If approved by the City Council, this project will create a new business for Leon Valley, will enhance the City's sales and ad valorem tax revenues, and will create five (5) full-time jobs and three (3) part-time jobs.

The estimated overall sales tax revenues, based on 2011 sales are \$17,956 per year, of which approximately \$3,038.63 comes directly to the City of Leon Valley.

This project meets the City's and the LVEDC's economic development goals and is consistent with the intent of the LVEDC program.

**FISCAL IMPACT**

This project would be funded by the FY 2013 LVEDC Budget line item "Project Funding". Monies for the LVEDC Budget come from the collection of 1/8 of one-cent in sales tax for economic development purposes as authorized by law. The LVEDC is a Type B (formerly 4B) economic development corporation which uses the collected sales tax revenues to promote and conduct economic development in and for Leon Valley.

**S.E.E. IMPACT**

**Social** – This business will be open to the public and may be enjoyed by all locals and visitors; thus, helping the City promote a superior quality of life.

**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

**RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY APPROVING THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) PROJECT FUNDING OF UP TO \$10,000 IN A GRANT AND UP TO \$37,500 IN A LOAN TO MAURICIO ROMERO AND EL SOL BAKERY, INC. FOR THE RELOCATION OF EL SOL BAKERY TO LEON VALLEY AND IMPROVEMENTS TO THE KINMAN HOUSE AT 6417 EVERS ROAD, LEON VALLEY, TX**

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

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

**WHEREAS**, the LVEDC Board reviewed and approved the project funding October 24, 2012, for the El Sol Bakery project for a grant in an amount up to \$10,000 and a loan in an amount up to \$37,500 for improvements to the Kinman House at 6417 Evers Road to establish a bakery and bistro, and generate new sales tax revenue;

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

1. The City Council approves the expenditure of LVEDC funds up to \$10,000 in a grant and up to \$37,500 in a loan to Mauricio Romero and El Sol Bakery, Inc. (“Grantee”).
2. The expenditure of funds may be made in one or more disbursements and in the form of a direct grant, a loan, or a combination thereof as approved by the LVEDC Board (“Board”). The Board shall receive in exchange for the grant of funds a security interest in the personal property for which the grant is provided. The Board shall as a condition of the expenditure minimally require an Performance Agreement (“Agreement”) setting forth requirements for the creation of a specific number of full time jobs at a “living wage” to be determined by the Board; contractual indemnification to be secured by insurance in an amount acceptable by the Board. The Agreement shall be enforced for a minimum of five (5) years and shall include claw back provisions. Grantee Mauricio Romero and El Sol Bakery shall be jointly and severally liable for the performance of the Agreement and shall provide collateral acceptable to the LVEDC Board to secure any loan portion hereof. Grantee shall execute a collateralized promissory note at a commercial rate of interest specified by the LVEDC.

**RESOLUTION**

3. All final and fully executed documentation related to the approval of the LVEDC Project Funding of up to \$10,000 in a grant and up to \$37,500 in loan to Mauricio Romero and El Sol Bakery, Inc., for the purposes herein described and authorized, including but not limited to the Leon Valley Economic Development Resolution, the Economic Development Agreement, the Property Lease, the contractual indemnification insurance certificates naming and/or referencing the City of Leon Valley as authorized by the Leon Valley City Council at the requisite first and second public hearings, and the first and second readings of this resolution, as amended, at both public hearings, as recommended by the Leon Valley Economic Development Corporation and as finally directed by the Leon Valley City Council.
4. The final form of the Economic Development Agreement including the commercial terms thereof shall be considered for approval by the LVEDC Board of Directors at a subsequent meeting.
5. The City Council finds that the Resolution is in the public interest and is necessary for the good governance of the City.
6. If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be unconstitutional or illegal, such decision shall not affect the validity of the remaining sections of this Resolution. The City Council hereby declares that it would have passed this Resolution, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared void; and that in lieu of each clause or provision of this Resolution that is invalid, illegal, or unenforceable there be added as a part of the Resolution a clause or provision as similar in terms to such invalid, illegal or unenforceable clause or provision as may be possible, legal, valid and enforceable.
7. This Resolution shall be effective upon approval and signature of the Mayor.

**PASSED AND APPROVED by the Leon Valley City Council on the Second Reading on this 18th day of December 2012.**

**RESOLUTION**

SIGNED:

\_\_\_\_\_  
Mayor Chris Riley

ATTEST:

\_\_\_\_\_  
Janie Willman, City Secretary

## Agenda Item 7

### MAYOR AND COUNCIL COMMUNICATION

DATE: December 18, 2012

M&C: # 12-12-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER A REQUEST BY MASOOD CHUGTHAI, APPLICANT AND PROPERTY OWNER OF BANDERA CENTER SHOPPING CENTER, FOR A VARIANCE TO CHAPTER 14, "ZONING," SECTION 14.02.305, "REGULATIONS FOR ALL DISTRICTS, SUBSECTION (m), "OVERLAY DISTRICTS," APPENDIX C, SECTION G.2 (j.), "PROHIBITED SIGNS," TO ALLOW AN ELECTRONIC MESSAGE CENTER (EMC) SIGN, MEASURING 24 SQUARE FEET AT 6421 BANDERA ROAD

#### **PURPOSE**

Mr. Chugthai would like to remove a panel from his existing multi-tenant sign to add an Electronic Message Center (EMC) panel measuring 24 square feet.

The Sustainability Overlay prohibits EMC and LED signs other than time and temperature message boards (see attached regulations).

The existing sign does not have a message panel and the property owner would like to provide additional advertisement for his tenants to highlight businesses within the center. The applicant has noted that the shopping center is on a sloped property at the bottom of a hill that leads to Seneca Drive and is also impacted by the elevated entry highway (flyover), which affects visibility for the shopping center and his tenants which he feels can be resolved by allowing the variance.

#### **FISCAL IMPACT**

\$100 was paid for consideration of the sign variance request. If approved, the sign permit fee will be \$100.

#### **RECOMMENDATION**

There is no objection to the proposed sign. Approval is at the discretion of City Council.

#### **S.E.E**

*Social Equity* – Variance consideration for the property owner encourages their collaborative participation in working with the City on sustainability initiatives and in improving business sites.

*Environmental Stewardship* – There is not an environment impact per say as the sign is not using bright or flashy lighting.

*Economic Development* – Approval of the variance assists the property owner in updating their sign and creates a means for the owner to conveniently, control and market messages which will feature businesses within the shopping center to make them more noticeable.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS: \_\_\_\_\_

---

ATTEST:

---

Janie Willman, City Secretary

- vi. Awning signs shall be flush with the surface of the awning, and shall not project beyond any edge of the awning.

**h. Restaurants and Cafes**

- i. A wall-mounted display featuring the actual menu as used at the dining table, to be contained within a shallow wood or metal case, and clearly visible through a glass front.
- ii. The display case shall be attached to the building wall, next to the main entrance, at a height of approximately five feet,
- iii. The display case shall not exceed a total area of five square feet, and may be lighted.

**i. Building Directory Signs**

- i. One per building entrance.
- ii. The sign shall be located next to the building entrance.
- iii. The sign shall project out from the wall to which it is attached no more than 6 inches.
- iv. Maximum size shall be eight square feet.

**j. Prohibited Signs**

- i. Roof Signs
- ii. Pole Signs not located adjacent to Loop 410 and the Flyover.
- iii. Animated, moving, flashing, blinking, reflecting, revolving, or any similar signs, except time/temperature devices and barber shops.
- iv. Electronic reader board signs, except time/temperature devices.

**3. Building Colors**

- a. Buildings which are painted bright and distinctive colors shall be interpreted as signage and prohibited.
- b. The Planning Director may refer any interpretation of color to the City Council for final determination.

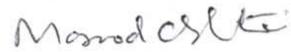
October 30, 2012  
Mayor Chris Riley & The City Council  
City Of Leon Valley  
6400 El Verde  
Leon Valley, Texas 78238

Re: Pylon Sign Bandera Center  
6421 Bandera Road, Leon Valley, Texas 78238

With due respect, I would like to request a special hearing to add one EMC panel to the existing pylon sign to highlight the businesses within the shopping center. The proposed and existing layouts are attached for your review and favorable consideration.

I look forward to The City Council meeting. Thank you,

Truly Yours



Masood Chughtai

Bandera Center  
6421 Bandera Road  
Leon Valley, Texas 78238

Current

BANDERA  
CENTER

PLANET BIKE  
FAST FLOORS

 Navy Career Center

 Mastectomy  
Boutique

For Lease  
210-366-5050

 THE WICKHAM GROUP

Joy Elmslie  
Les Latta  
Andrea Palumbo

APPROVED BY:

NOTE: Layout at discretion of Art Department.  
No; Please Do not alter layout.

© SIGNTRONIX INC.

Unauthorized use, reproduction, or display shall  
render infringer liable for up to \$100,000  
in statutory damages per infringement,  
plus attorneys fees under the U.S. Copyright Act, 17 U.S.C. 412

 © 2011

# Proposed



2' x 12'  
Tri-Color EMC

For Lease  
210-306-5050

**W**  
THE WESTMAN GROUP  
Jay Elsholtz  
Luis Lallo  
Andrea Palomero

APPROVED BY:   
NOTE: Layout at discretion of Art Department.   
No: Please Do not alter layout.   
**© SIGNTRONIX INC.**  
Unauthorized use, reproduction, or display shall  
render infringer liable for up to \$100,000  
in statutory damages per infringement,  
plus attorneys fees under the U.S. Copyright Act, 17 U.S.C. 412

OWN  
Fes  
OF LIVING  
ITCHENS

BIKE  
82-2050  
ANTONIO

**SIGNTRONIX**  
© 2011



# City of Leon Valley City Council

Consider a Sign Variance – A Request  
to Allow an Electronic Message Center  
(EMC) at 6421 Bandera Road

December 18, 2012



# Purpose

- Applicant & Owner: Masood Chugthai  
(Bandera Center Shopping Center)
- Variance to Chapter 14, “Prohibited Signs”
  - to Allow an Electronic Message Center (EMC)  
at 6421 Bandera Road



# Purpose

- Proposed sign
  - would be housed in an existing panel
  - would measure 24 square feet
  - would be visible from both sides
  - the height of the sign is not changing



# Purpose

- Sign proposed is not intended to be bright or flashy but feature various tenants within the Center to promote patronage
- The owner has indicated that his property is quite sloped and is in close proximity to the elevated entry/exit ramp



# Fiscal Impact

- \$100 paid for sign variance consideration
- If approved, \$100 for sign permit

Current

BANDERA  
CENTER

PLANET BIKE  
FAST FLOORS

Navy Career Center

Mastectomy  
Boutique

For Lease  
210-388-5050

W  
THE WINDHAM GROUP  
An Office  
Let's Talk  
Business Today

Own  
Yes.  
SOLUTIONS

BIKE  
82-2050  
EXTENSIVE

APPROVED BY:  
NOTE: Layout at discretion of Art Department.  
No: Please Do not alter layout.  
© SIGNTRONIX INC.  
Unauthorized use, reproduction, or display shall  
render infringer liable for up to \$100,000  
in statutory damages per infringement,  
plus attorney's fees under the U.S. Copyright Act, 17 U.S.C. 412

SIGNTRONIX  
© 2011

# Proposed

BANDERA CENTER

BIKE SALE

2' x 12'  
Tri-Color EMC

PLANET BIKE  
FAST FLOORS

Down  
Yes  
STORAGE

 Navy Career Center

 Mastectomy  
Boutique

For Lease  
210-308-5050

  
The Warehouse Group  
Jay Glavin  
Lee Lakin  
John P. Murray

APPROVED BY: \_\_\_\_\_  
NOTE: Layout at discretion of Art Department.   
No: Please Do not alter layout.   
© SIGNTRONIX INC.  
Unauthorized use, reproduction, or display shall  
render infringer liable for up to \$100,000  
in statutory damages per infringement,  
plus attorney fees under the U.S. Copyright Act, 17 U.S.C. 412

  
© 2011



# City of Leon Valley City Council

Consider a Sign Variance – A Request  
to Allow an Electronic Message Center  
(EMC) at 6421 Bandera Road

December 18, 2012

## Agenda Item 8

### MAYOR AND COUNCIL COMMUNICATION

DATE: December 18, 2012

M&C: # 12-13-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER A REQUEST, WITH ATTACHED ORDINANCE, BY PAUL M. COOKE-ARD MOR INCORPORATED DBA LUV-N-CARE CHILD DEVELOPMENT CENTER, APPLICANT AND PROPERTY OWNER, FOR A VARIANCE TO ALLOW A 156 SQUARE FOOT BUILDING ADDITION ON A PUBLIC DRAINAGE EASEMENT AT 6509 GRISSOM ROAD

#### **PURPOSE**

A 156 square foot building addition for a break room was built within the public drainage easement at 6509 Grissom Road (see attachments). Fire Marshall Luis Valdez was performing a routine inspection of the child care center when he discovered that the addition had been constructed. Marshall Valdez was unable to approve the childcare inspection due to lack of a permit for the addition. When the owner visited with the Community Development Office to obtain a permit it was noted that the building was constructed within the drainage easement on site and a building permit could not be issued until it was determined through a variance whether

The building addition has been inspected by the City Fire Marshall, Building Inspector and Engineer and has been found to be compliant with City Code. It has also been noted that the added structure within the drainage easement does not present a danger of impeding water flow in this area nor will it create any flooding concerns to existing and surrounding properties. The only matter left to resolve is whether the building addition may remain in the drainage easement via this variance request. Once a determination is made by Council a building permit may be issued and the Marshall Valdez can approve their fire inspection which in turn will allow them to meet their State requirements for child care facility inspection.

The attached Agreement between Paul M. Cooke-Ard Mor Incorporated outlines all of the terms between the child care facility owner and the City of Leon Valley, if the building addition is allowed to remain where it has been constructed. The City Manager may be authorized to enter into this agreement with the property owner if approval is given by the City Council.

#### **FISCAL IMPACT**

The cost to the property owner in building and continuing to try to resolve this matter is approximately \$14,000.

If variance is approved and the building permit is issued the permit fee is \$202.50. If the building addition has to be removed there will be additional demolition costs.

#### **RECOMMENDATION**

It is recommended that if the City Council approves the variance request that the City Manager be authorized to enter into the attached Agreement with Paul M. Cooke-Ard Mor Incorporated on behalf of the City.

**S.E.E IMPACT STATEMENT**

*Social Equity* – it is equitable for the City to assist the property owner in resolving this matter.

*Environmental Stewardship* – the building addition will not have an adverse environmental affect on the area.

*Economic Development* – the building addition adds to the property value of the site, resulting in additional property taxes.

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING COMMENTS: \_\_\_\_\_

---

ATTEST:

\_\_\_\_\_  
Janie Willman, City Secretary

ORD NO. \_\_\_\_\_

**AN ORDINANCE**

**GRANTING A VARIANCE TO PAUL M. COOKE-ARD MOR INCORPORATED  
DBA LUV-N-CARE CHILD DEVELOPMENT CENTER, PROPERTY OWNER,  
TO ALLOW A BUILDING ADDITION TO REMAIN ON A PUBLIC DRAINAGE  
EASEMENT AT 6509 GRISSOM ROAD**

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

1. A variance is hereby granted by the City Council of the City of Leon Valley to Paul M. Cooke-Ard Mor Incorporated, being the Property Owner of said building addition, to allow the building addition to encroach 156 square feet onto the public drainage easement at 6509 Grissom Road, per the terms set out in the Agreement Terms attached hereto as Exhibit A.
2. This ordinance shall become effective on and after its passage and approval, as prescribed by law.

**PASSED and APPROVED** this the 18<sup>th</sup> day of December, 2012.

**ATTEST:**

\_\_\_\_\_  
**Mayor Chris Riley**

\_\_\_\_\_  
**City Secretary Janie Willman**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**City Attorney Charles E. Zech**

December 10, 2012

The Honorable Mayor Riley and City Counsel Members of Leon Valley,

I am writing this letter in order to request a variance to encroach approximately 8 feet into an existing drainage easement located at 6509 Grissom. Employees at our facility had requested a small break room that was then built on an existing slab on our property. The structure is approximately 165 square feet, measuring 8.5 x 19 and runs parallel with the existing structure (19ft is the length... 8.5ft is width). The structure has met all building code inspections at this time.

The existing concrete drainage ditch, which is located down the center of the playground, is submerged. Our facility has been located on the property since 1987 and has never had an issue with water flow due to the tremendous drainage ditch that was required by the city upon construction of our facility. Please note that it has been determined by an engineer that the structure we are discussing presents no danger of impeding water flow in this area and will not cause any issues to other structures or property in the vicinity. In addition, the structure constructed does not encroach on top of the existing concrete drainage ditch. I have provided pictures for your review.

Thank you for your time on this matter. Should you have any questions regarding this variance request, please contact me at the number(s) listed below.

Sincerely,



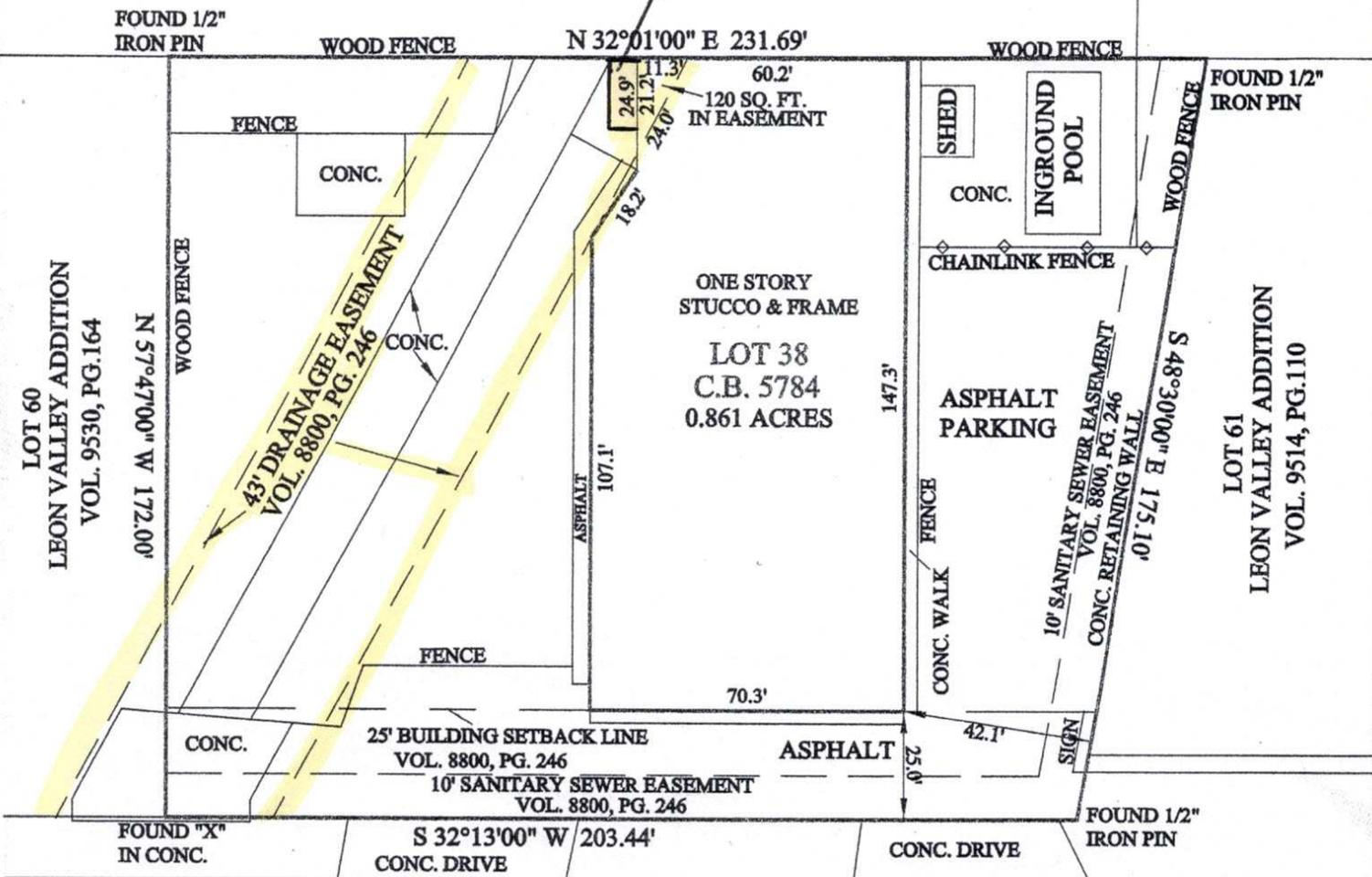
Steven Lindsey  
Luv-n-Care Child Development Center  
Ard Mor, Inc.  
210-410-6368 (c)  
210-699-1555 (w)

SCALE: 1" = 40'

*\* Not to Scale \**

LOT 37  
 LEON VALLEY AD  
 VOL. 8900, PG. 3

LOT 61  
 LEON VALLEY ADDITION  
 VOL. 9514, PG. 110



GRISSOM ROAD (F.M. 471)

(R.O.W. VARIES)

BEARING SOURCE: VOL. 8800, PG. 246

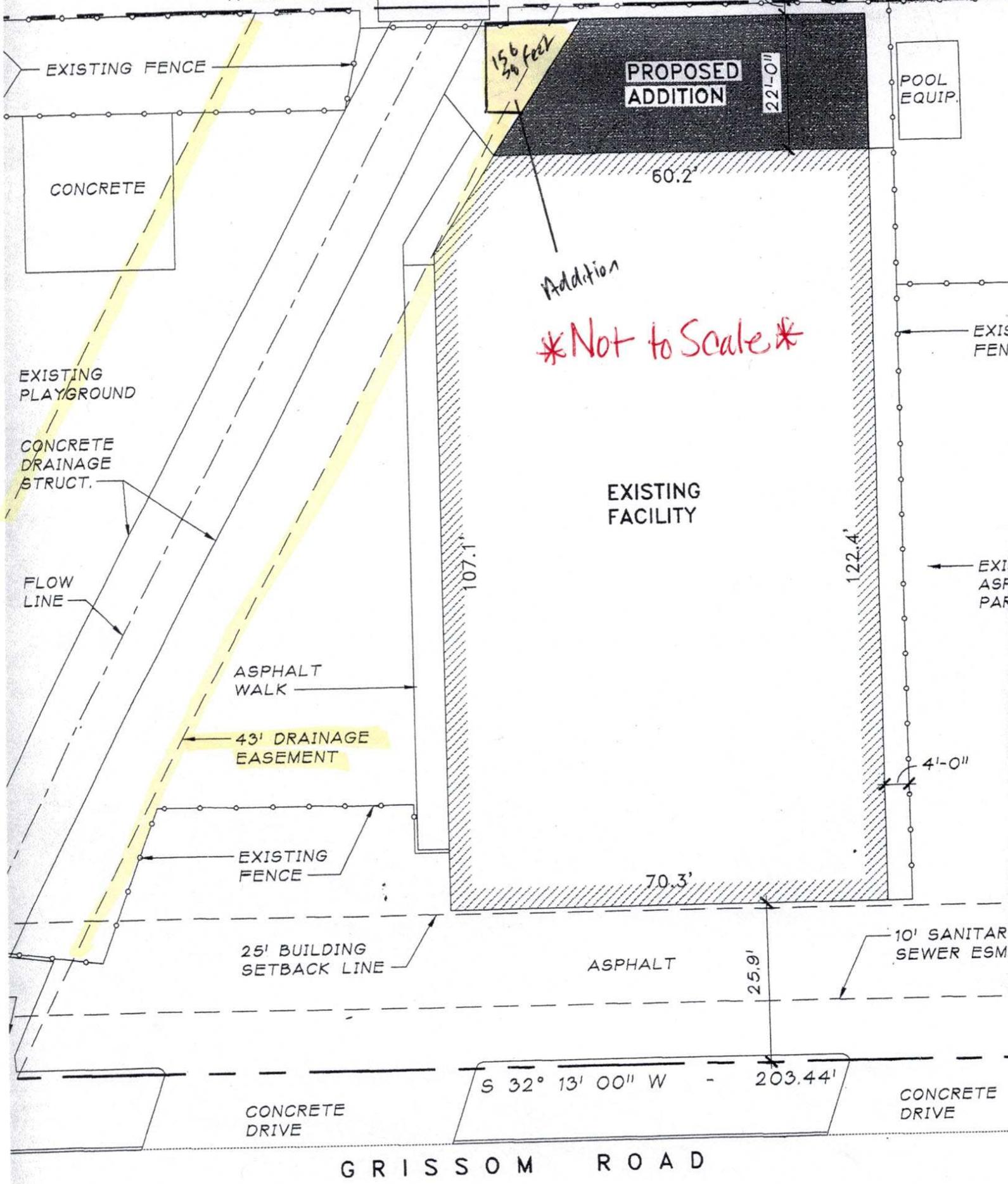
REFERENCES:  
 VOLUME 8800, PAGE 246

SUBDIVISION	LEON VALLEY ADDITION	UNIT
VOLUME	8800	PAGE 246
LOT	38	BLOCK CB 5784
ADDRESS	6509 GRISSOM ROAD	
CITY	LEON VALLEY	
COUNTY	BEXAR	STATE TEXAS

NO PORTION OF SUBJECT PROPERTY IS LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA, ZONE A, 100-YEAR FLOOD BOUNDARY, AND SUBJECT PROPERTY IS LOCATED IN ZONE X BEING OUTSIDE OF THE 500 YEAR FLOOD PLAIN AS DEFINED BY FLOOD INSURANCE RATE MAP FOR BEXAR COUNTY, TEXAS MAP NUMBER 48029C0426 E, EFFECTIVE DATE FEBRUARY 16, 1996, AS PREPARED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

STATE OF TEXAS  
 COUNTY OF BEXAR

I HEREBY CERTIFY THAT THIS PLAT IS TRUE AND CORRECT



EXISTING FENCE

CONCRETE

EXISTING PLAYGROUND

CONCRETE DRAINAGE STRUCT.

FLOW LINE

ASPHALT WALK

43' DRAINAGE EASEMENT

EXISTING FENCE

25' BUILDING SETBACK LINE

CONCRETE DRIVE

S 32° 13' 00" W - 203.44'

GRISSOM ROAD

PROPOSED ADDITION

156 3/4 feet

22'-0"

60.2'

Addition

*\*Not to Scale\**

EXISTING FACILITY

107.1'

122.4'

70.3'

ASPHALT

25.9'

10' SANITARY SEWER ESMN

CONCRETE DRIVE

POOL EQUIP.

EXIST FENCE

EXIST ASPH PARK

4'-0"



**AGREEMENT BETWEEN**  
**THE CITY OF LEON VALLEY, TEXAS**  
**AND**  
**PAUL M. COOKE/ARD MOR INCORPORATED DBA**  
**LUV-N-CARE DAYCARE**

This agreement is hereby made and entered into this 10<sup>th</sup> day of December, 2012, by and between City of Leon Valley, hereafter called the **City**, and Paul M. Cooke/ Ard Mor Incorporated dba Luv-N-Care Daycare, hereafter called **Daycare Owner and Operator**, to allow a building addition encroachment of 156 square feet to remain at 6509 Grissom Road within a public drainage easement as set forth in this agreement.

The said parties, for the considerations hereinafter mentioned, hereby agree to the following:

1. The **City** hereby agrees to allow a building addition to remain on the public drainage easement at 6509 Grissom Road so long as the building addition is structurally sound and as long as the wall is not damaged by 50% or more. Upon failure or damage of the wall, the **Daycare Owner and Operator** shall remove said building addition.
2. The **Daycare Owner and Operator** hereby agrees that the **City** possesses full right to access to the public drainage easement for public or safety purposes and the City is held harmless and is not liable or responsible for damages or replacement of said building addition.
3. The **Daycare Owner and Operator** hereby agrees that the **City** is held harmless in the event of injury or death resulting from injuries and/or accidents due to the building addition encroachment and placement in the public drainage easement.
4. This agreement shall be interpreted under laws of the State of Texas.
5. Attorney's fees and court costs shall be paid by the defendant in the event that judgment must be, and is, obtained to enforce this agreement or any breach thereof.

**IN WITNESS WHEREOF**, the parties hereto set their hands and seals the day and year written above.

DRAFT ONLY

By: Manuel Longoria, Jr. City Manager December , 2012  
Title Date

By: Paul M. Cooke Owner December 10, 2012  
Paul M. Cooke Title Date  
Ard Mor Incorporated

**BEFORE ME**, a Notary Public in and for Texas, on this date personally appeared Paul Cooke who states that all terms in the Agreement are understood and will be complied with in full.

**SWORN TO** and **SUBSCRIBED** before me this 10<sup>th</sup> day of December, 2012.

SEAL

Stephanie L. Byers  
Notary Public, Bexar County, Texas  
My Commission expires: 4/26/13



**AGREEMENT BETWEEN**  
**THE CITY OF LEON VALLEY, TEXAS**  
**AND**  
**PAUL M. COOKE/ARD MOR INCORPORATED DBA**  
**LUV-N-CARE CHILD DEVELOPMENT CENTER**

This agreement is hereby made and entered into this \_\_\_\_\_ day of December 2012, by and between **City of Leon Valley**, hereafter called the **City**, and **Paul M. Cooke/ Ard Mor Incorporated dba Luv-N-Care Child Development Center**, hereafter called **Daycare Owner and Operator**, to allow a building addition encroachment of 156 square feet to remain at 6509 Grissom Road within a public drainage easement as set forth in this agreement.

The said parties, for the considerations hereinafter mentioned, hereby agree to the following:

1. The **City** hereby agrees to allow a building addition to remain on the public drainage easement at 6509 Grissom Road so long as the building addition is structurally sound and as long as the wall is not damaged by 50% or more. Upon failure or damage of the wall, the **Daycare Owner and Operator** shall remove said building addition.
2. The **Daycare Owner and Operator** hereby agrees that the **City** possesses full right to access to the public drainage easement for public or safety purposes and the City is held harmless and is not liable or responsible for damages or replacement of said building addition.
3. The **Daycare Owner and Operator** hereby agrees that the **City** is held harmless in the event of injury or death resulting from injuries and/or accidents due to the building addition encroachment and placement in the public drainage easement.
4. This agreement shall be interpreted under laws of the State of Texas.
5. Attorney's fees and court costs shall be paid by the defendant in the event that judgment must be, and is, obtained to enforce this agreement or any breach thereof.

**IN WITNESS WHEREOF**, the parties hereto set their hands and seals the day and year written above.

By: \_\_\_\_\_ City Manager December , 2012  
Manuel Longoria, Jr. Title Date

By: \_\_\_\_\_ \_\_\_\_\_ December , 2012  
Paul M. Cooke Title Date  
Ard Mor Incorporated  
Luv-N-Care Child Development Center

**BEFORE ME**, a Notary Public in and for \_\_\_\_\_, on this date personally appeared \_\_\_\_\_ who states that all terms in the Agreement are understood and will be complied with in full.

**SWORN TO** and **SUBSCRIBED** before me this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

SEAL

\_\_\_\_\_  
Notary Public, Bexar County, Texas  
My Commission expires: \_\_\_\_\_



# City of Leon Valley

Consider a Request For a Variance to Allow  
a Building Addition on a  
Public Drainage Easement at  
6509 Grissom Road

December 18, 2012



# Purpose

- Applicant & Owner: Paul M. Cooke of Ard Mor Incorporated
- A building addition measuring 156-square feet was constructed on the public drainage easement



# Purpose

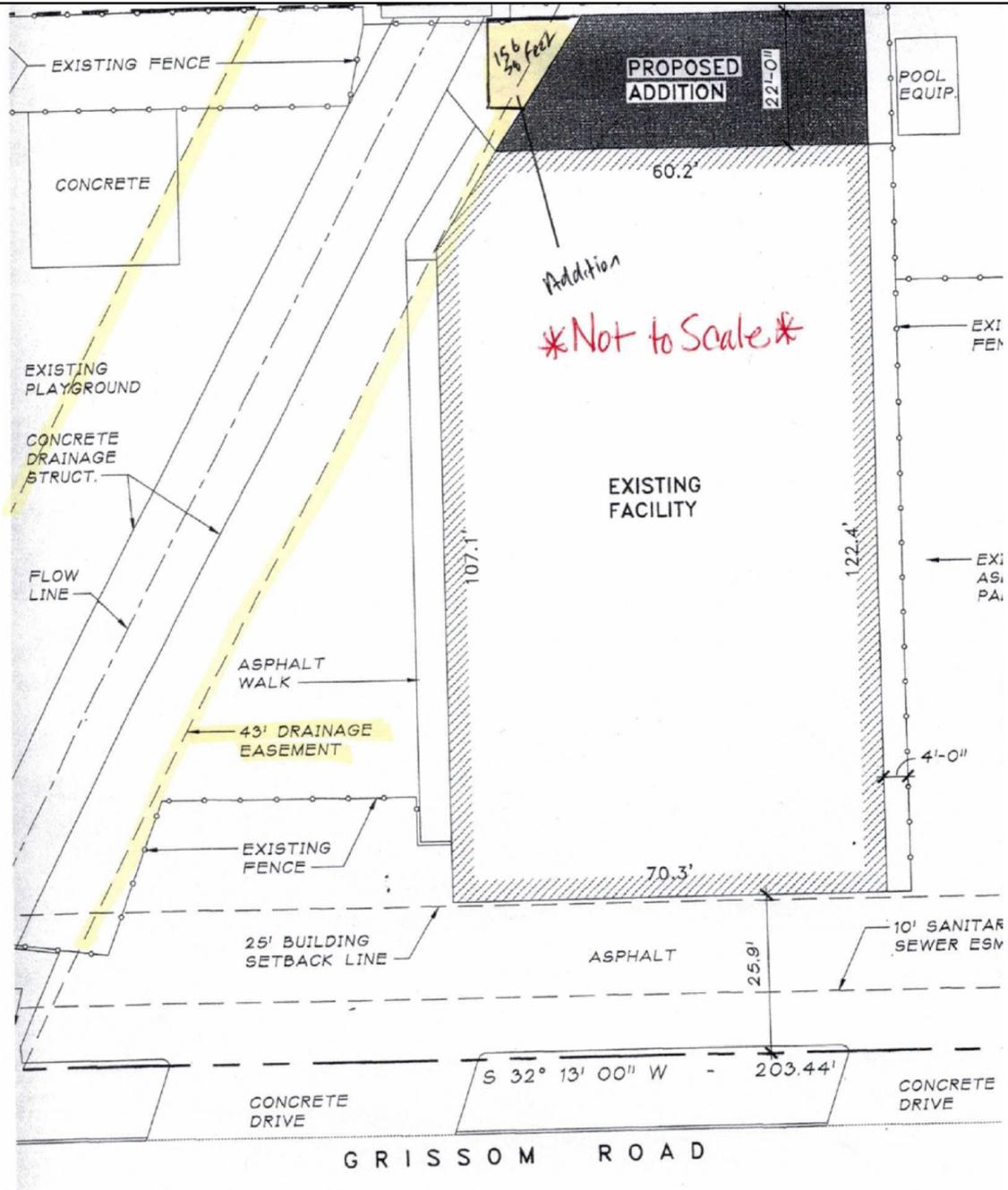
- Building addition
  - meets the Building Code & Fire Code requirements
  - found not to impede the flow of water nor create adverse watershed



# Purpose

- The child care center is required to pass an annual fire code inspection to renew State licensing
- Cannot approve a building permit or formally pass fire code inspection until the matter regarding the structure in the easement is addressed









# Fiscal Impact

- Owner Cost  
= approx. \$14,000.00
- If granted a variance – BP=\$202.50
- If not granted the building has to be removed and there will be additional demolition



# Recommendation

- If Council approves the variance request that the City Manager should be authorized to enter into the attached Agreement with Paul M. Cooke owner of Ard Mor Incorporated on behalf of the City.



# City of Leon Valley

Consider a Request For a Variance to Allow  
a Building Addition on a  
Public Drainage Easement at  
6509 Grissom Road

December 18, 2012

## Agenda Item 9

### MAYOR AND COUNCIL COMMUNICATION

DATE: December 18, 2012  
M&C: # 12-14-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER APPROVAL OF THE ARCHITECTURAL SERVICES CONTRACT WITH OCO ARCHITECTS FOR PROFESSIONAL SERVICES RELATED TO THE MUNICIPAL FACILITIES IMPROVEMENT PROJECT AS AUTHORIZED IN THE 2012 MUNICIPAL BOND ELECTION

#### **PURPOSE**

This agenda item will allow the City Council to approve the architectural services contract with O'Neill Conrad Oppelt Architects, Inc. (OCO Architects) for architectural design services related to the Municipal Facilities Improvement Project.

The City Council, on October 16, 2012, authorized the City Manager to select and negotiate the Municipal Facility Design Service Contract with the architecture firm of OCO Architects with the adoption of Ordinance No. 12-032.

**City Attorney Zech and City Manager Longoria are currently reviewing the final contract document. Delivery of the contract document to City Council is anticipated on Monday but will be delivered no later than Tuesday at noon.**

#### **FISCAL IMPACT**

Funds are appropriated in the Capital Project Fund from the proceeds of the General Obligation Bonds for the Municipal Facilities Improvement Project. The contractor's fee will be determined as part of the contract negotiations and will be presented to the City Council for final approval.

#### **RECOMMENDATION**

It is recommended that the City select OCO Architects to perform architectural design services related to the Municipal Facilities Capital Improvement Project.

#### **S.E.E. IMPACT**

**Social Equity** – *The City of Leon Valley's commitment to a superior quality of life by responding to citizens in a fair and prompt manner, by providing outstanding public safety services, and superb infrastructure is clearly identified and met with the authorization of the City's qualified voters in the May 2012 Bond Election for the issuance of \$7 million in bonds to complete the work and projects required for the projects identified in the May 2012 Bond Election. This architectural contract forms the basis for the work authorized by the City's qualified voters and underscores the City Council's commitment to Social Equity.*

**Agenda Item 9**

**Economic Development** – *By providing superb infrastructure and commitment to cost effective quality projects, the City of Leon Valley will attract and retain quality economic development businesses.*

**Environmental Stewardship** – *All materials and processes will use environmentally friendly practices where possible demonstrating the City's and the City Council's commitment to environmental stewardship in a cost effective manner.*

**FISCAL IMPACT**

The fiscal impact will be \_\_\_\_\_

Approve: \_\_\_\_\_ Disapproved \_\_\_\_\_

Approved with the following amendments:

\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Janie Willman, City Secretary

**Agenda Item 10**

**MAYOR AND COUNCIL COMMUNICATION**

**DATE: December 18, 2012  
M&C: # 12-15-12**

**TO: MAYOR AND CITY COUNCIL**

**SUBJECT: CONSIDER AUTHORIZING THE CITY MANAGER, BY ORDINANCE, TO EXECUTE A SOLID WASTE CONTRACT WITH WASTE MANAGEMENT OF TEXAS, INC.**

**PURPOSE**

This agenda item will allow the City Council to consider action on an ordinance authorizing the City Manager to execute a solid waste contract with the City's current service provider, Waste Management of Texas, Inc.

The City Council, by its unanimous vote in open session, authorized and directed the City Manager to negotiate a solid waste services contract with the City's current provider, Waste Management of Texas, Inc., according to the directions given in Executive Session conducted on November 5, 2012.

**FISCAL IMPACT**

As authorized in the current fiscal year contract.

**RECOMMENDATION**

It is recommended that the City Council approve and adopt the ordinance authorizing the City Manager to execute a solid waste contract with Waste Management of Texas, Inc.

**S.E.E. IMPACT**

**Social Equity** – *The City of Leon Valley's City Council is committed to providing the best possible services in an equitable and cost-effective manner. The solid waste management contract with its improvement in services at the lowest possible cost is demonstration of the City Council's commitment to providing the best possible waste management services in an equitable and cost-effective manner.*

**Economic Development** – N / A

**Environmental Stewardship** – N / A

Approved: \_\_\_\_\_ Disapproved \_\_\_\_\_

Approved with the following amendments:

---

**Agenda Item 10**

ATTEST:

---

Janie Willman, City Secretary

ORD. NO. \_\_\_\_\_

**AN ORDINANCE**

**AUTHORIZING THE CITY MANAGER TO EXECUTE A SOLID WASTE CONTRACT WITH WASTE MANAGEMENT OF TEXAS, INC.**

**WHEREAS**, the City Council authorized the City Manager to negotiate a solid waste services contract with Waste Management of Texas, Inc. on November 5, 2012; and,

**WHEREAS**, the negotiations process having successfully concluded and resulted in the attached contract document; and,

**WHEREAS**, the City Attorney having reviewed the attached contract document and finds it meets all legal requirements.

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

1. That the City Manager is authorized to execute the solid waste management contract with Waste Management of Texas, Inc.
2. The authority herein granted be effective as of the date of adoption of this ordinance and publication as may be required by law.

PASSED and APPROVED this the 18<sup>th</sup> day of December 2012.

\_\_\_\_\_  
Chris Riley, Mayor

ATTEST:

\_\_\_\_\_  
Janie Willman, City Secretary

APPROVED AS TO FORM:

\_\_\_\_\_  
Charles E. Zech, City Attorney

## **Agenda Item 11**

### **MAYOR AND COUNCIL COMMUNICATION**

**DATE: December 18, 2012**

**M&C # 12-16-12**

**TO: MAYOR AND CITY COUNCIL**

**SUBJECT: UPDATE REGARDING THE JANUARY 26, 2013 TOWN HALL MEETING AGENDA TOPICS**

#### **PURPOSE**

At the last City Council meeting, the City Council discussed topics for the January 26, 2013 Town Hall Meeting. The discussion considered the meeting set-up and frequency of town hall meetings to be conducted in 2013. The City Manager received direction to development an agenda for the meeting based on organizational needs and report back at the December 18<sup>th</sup> meeting.

This agenda item will also allow the City Council to provide direction to the City Manager regarding any additional speakers, including details related to the meeting set-up, etc.

The draft agenda follows this M&C Communication.

#### **FISCAL IMPACT**

As authorized in the current adopted fiscal year budget.

#### **RECOMMENDATION**

Not applicable.

#### **S.E.E. IMPACT**

**Social Equity** – The process of open and responsive governance is inherent to the City of Leon Valley and its Mayor and City Council. In order to continue the City Council's practice of transparent, open, and collaborative government, preparations must be made in advance of the Annual Town Hall Meeting anticipated for Saturday, January 26, 2013.

**Economic Development** – Responsible city governments that uphold the tradition of transparency in governance attract and retain versatile and quality businesses.

**Environmental Stewardship** – N/A

APPROVED: \_\_\_\_\_

DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING COMMENTS: \_\_\_\_\_

---

ATTEST:

---

Janie Willman, City Secretary

**PROPOSED TOWN HALL MEETING  
SATURDAY, JANUARY 26, 2013**

- 1. Call to Order, and Determine a Quorum is Present, and Opening Remarks (Mayor Chris Riley)**
- 2. Update on Capital Projects and Construction Activity in Leon Valley**
  - a. City Library—Children’s Wing Expansion (Richard Mogas)
  - b. Bandera Road Monuments (Jim Carrillo)
  - c. Bexar County LC-17 Drainage Project
  - d. Plans for Hike & Bike Trails in Leon Valley
  - e. Huebner/Onion House Master Plan
  - f. City Hall Project (Mickey Conrad)
- 3. Communication Strategies for Leon Valley (Mike De La Garza-Facilitator)**
  - a. Citizen Breakout Sessions
  - b. Break-out Group Reports
  - c. Next Steps
- 4. Community Identity, Annual City Festival & Branding of the City (Kathy Hill—Facilitator)**
- 5. Next Steps (Manuel Longoria)**

## Agenda Item 12

### MAYOR AND COUNCIL COMMUNICATION

DATE: December 18, 2012

M&C: # 12-17-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: Report on Policy Decisions to be Determined Related to the May 11, 2013 Joint, General and Special Elections

#### PURPOSE

##### Early Voting Hours

The purpose of this agenda item is to allow the City Council to deliberate proposed changes to Early Voting hours and to consider other matters pertinent to the May 11, 2013 Joint, General and Special Elections. Bexar County has requested input from each participating governing body, by mid-to-late January 2013, in order to timely notify the U.S. Department of Justice and request preclearance for the anticipated changes within the prescribed timelines.

During the course of the combined 2012 elections, it was noted that the Early Voting salaries for the November elections alone, which comprise part of the MOU Election costs, totaled \$500,000. As a consequence, Bexar County began closely analyzing when voters are coming to the polls to try discern helpful information. They found that generally voting dropped off during the 5 p.m. – 6 p.m. hour. This prompted a question as to whether jurisdictions would consider reducing early voting hours and/or changing early voting hours.

In an effort to demonstrate salary savings on future elections, the Bexar County Elections Department has requested that each of the jurisdictions which met on December 5 consider reductions and changes to early voting hours as shown below:

##### ***Current weekday hours:***

Monday – Friday, 7 a.m. – 8 p.m., first week of Early Voting

##### ***Proposed weekday hours:***

Monday – Friday, 8 a.m. – 5 p.m., first week of Early Voting

##### ***Current extended Saturday weekend hours:***

Saturday, 8 a.m. – 8 p.m.

##### ***Proposed extended Saturday weekend hours:***

- Saturday, 7 a.m. – 7 p.m., still for 12 hours, the change reflected is the adjustment of the beginning and ending hours to help the public remember that the Early Voting hours are the same as on Election Day
- If we do away with extended Sunday weekend hours.

##### ***Current extended Sunday weekend hours:***

Sunday, 12 noon – 6 p.m.

**Proposed extended Sunday weekend hours:**

Sunday, 12 noon – 5 p.m.

**Current Monday and Tuesday of the 2<sup>nd</sup> week of Early Voting:**

8 a.m. – 8 p.m.

**Proposed Monday and Tuesday of the 2<sup>nd</sup> week of Early Voting:**

7 a.m. – 7 p.m., still for 12 hours, the change reflected is the adjustment of the beginning and ending hours to help the public remember that the Early Voting hours are the same as on Election Day

The staff is **seeking feedback** to provide Bexar County Elections by mid-to-late January 2013 regarding the Early Voting Hour proposed changes.

**Political Signage**

Bexar County Elections asked that all cities that contract with them provide the current signs requirements related to elections in order to link the information to their website so that when local and other jurisdictional elections are conducted, candidates and prospective candidates may obtain information for erecting signs, as the requirements vary from jurisdiction to jurisdiction.

If this is a matter of concern or interest to the City Council, the information is presented her to facilitate the City Council's study and discussion. By way of comparison, what other cities do to reduce or control visual clutter during extensive elections seasons like the year-long elections that occurred in 2012, this information is presented here.

Currently, the City of Leon Valley's Ordinance contains the following language related to political and campaign signs. *(11) **Political and campaign signs.** Political or campaign signs on behalf of candidates for public office or measures on election ballots provided that said signs are erected not earlier than sixty (60) days prior to said election and shall be removed within fifteen (15) days following said election.*

The City of Fair Oaks Ranch's ordinance is more restrictive in order to try to control some of the visual clutter. **Political sign.** Political signs supporting a candidate for office or a proposition may only be displayed during the duration of a campaign. **At the poll site; two political signs per candidate or proposition allowed and must be removed within two (2) days after the election.** Political sign cannot have an effective area greater than thirty-six (36) square feet; be more than eight (8) feet high; be illuminated; or have any moving elements.

Fair Oaks Ranch will be considering amending the section of the ordinance that section of their ordinance as follows

***At the poll site; two political signs per candidate or proposition allowed starting on the first day of early voting and must be removed within two days after the election.***

It is important to note that with the Election Season getting earlier each year, campaign signs could be up from the time of filing period begins through the end of the election. In Leon

Valley's municipal elections, this could be from January 30 through mid-May, based on the current Texas Elections statutes.

**Other Regulations of Political Signs**

- Currently, the Texas Ethics Commission administers rules related to political advertising.
- TxDOT has a set of rules for posting campaign signs.
- Local Government Code, Chapter 216, Regulations of Signs by Municipalities has a section in it related to the regulation of political signs; Section 216.903. Regulation of Political Signs by Municipality.

Information is included in the Presentation that accompanies this document for the City Council's study. Staff can report on political signage more in-depth at a future meeting, if the City Council is interested. There is no recommendation regarding signage.

**FISCAL IMPACT**

Not applicable.

**RECOMMENDATION**

Not applicable.

**S.E.E**

*Social Equity* – The process of open and responsive governance is inherent to the City of Leon Valley, the City's Mission Statement, and its leadership through its duly elected Mayor and City Council. As elections represent the best opportunity for an active participative democracy, any proposed elections changes are presented for the City Council's consideration.

*Economic Development* – N/A

*Environmental Stewardship* – N/A

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS: \_\_\_\_\_

\_\_\_\_\_  
ATTEST:

\_\_\_\_\_  
Janie Willman, City Secretary

Hour AM or PM	4/30/2012 Monday	5/1/2012 Tuesday	5/2/2012 Wednesday	5/3/2012 Thursday	5/4/2012 Friday	5/5/2012 Saturday	5/6/2012 Sunday	5/7/2012 Monday	5/8/2012 Tuesday	
7	2	1		1						
8	142	129	108	151	146			136	192	1,004
9	189	173	235	263	285	5		241	344	1,735
10	260	298	310	334	422	501		336	426	2,887
11	257	290	339	345	473	358	1	384	348	2,795
12	280	292	296	339	400	381	258	347	401	2,994
1	258	303	340	388	429	320	224	352	558	3,172
2	228	269	283	337	446	300	200	389	545	2,997
3	209	198	228	293	314	272	156	296	538	2,504
4	168	179	228	222	288	248	122	315	567	2,337
5	157	146	173	257	216	166	105	283	559	2,062
6	3	6	1	6	2	1		229	539	787
7								86	254	340
8									2	2
	2153	2284	2541	2936	3421	2552	1066	3394	5273	

**Joint General and Special Election  
November 6, 2012**

**November 2, 2012**

<b>Site</b>	<b>Location Name</b>	<b>Daily</b>	<b>Previous</b>	<b>Total To Date</b>
1	Bexar County Justice Center	764	5167	5931
134	Brookhollow Library	2250	19378	21628
280	Castle Hills City Hall	1050	5534	6584
2	Claude Black Center	827	5476	6303
123	Cody Library	1932	13596	15528
221	Collins Garden Library	860	3998	4858
311	Ed Kneupper Justice Center Converse	1184	7470	8654
310	Cortez Library	616	2892	3508
240	East Central ISD Admin	780	3949	4729
113	Encino Park Community Center	1072	9459	10531
265	Fair Oaks Ranch City Hall	882	6271	7153
145	Great Northwest Library	2041	14392	16433
258	Henry A Guerra, Jr. Library	1142	7087	8229
288	John Igo Library	1431	12154	13585
132	Johnston Library	926	5290	6216
259	Julia Yates Semmes Library	1855	14414	16269
133	Las Palmas Library	1167	6328	7495
302	Leon Valley Conference Center	1258	7892	9150
13	Lion's Field	1310	9432	10742
260	Maury Maverick Library	1708	12511	14219
238	McCreless Library	1452	7992	9444
231	Memorial Library	868	4838	5706
304	Mission Library	786	4025	4811
187	Northside Activity Center	1048	8094	9142
191	Olmos Basin Golf Course	1068	7670	8738
306	Parman Library @ Stone Oak	1784	13755	15539
313	Precinct 1 Satellite Office	581	2171	2752
256	Shavano Park City Hall	1505	11519	13024
248	Somerset High School	315	1449	1764
19	South Park Mall	1016	6154	7170
312	South San Admin Building	331	797	1128
273	Southside ISD Administration Building	275	1253	1528
289	St. Benedict's Catholic Church	622	3555	4177
314	Thousand Oaks/El Sendero Library	1274	6498	7772
218	Tobin Library @ Oakwell	1776	11360	13136
24	Universal City City Hall	888	8367	9255
106	University of Texas at San Antonio	979	5732	6711
235	VIA Metro Center	805	3301	4106
286	Windcrest Takas Park	895	6749	7644
4	Wonderland of the Americas@Crossroads	2052	15009	17061
	<b>TOTAL IN PERSON</b>	45375	302978	348353



# City of Leon Valley City Council

Report on Policy Decisions Related to the  
May 11, 2013

Joint, General and Special Elections

December 18, 2012



# Purpose

- To allow the City Council to deliberate proposed changes to Early Voting hours
- To allow the City Council to discuss the period of Elections Signs & other matters pertinent to signage



# Purpose

- Proposed changes to Early Voting are being considered to demonstrate salary savings which are a part of the Memorandum of Understanding (MOU) election costs



# Purpose

- For May elections, reducing the hours from the current schedule, Monday through Friday, of 8 a.m. to 6 p.m., (the first week of Early Voting) to 5 p.m., because voting drops off in many jurisdictions after 5 p.m.



# Purpose

- Changing extended weekend voting on Saturday from 8 a.m. – 8 p.m. to 7 a.m. – 7 p.m.



# Purpose

- Doing away with extended weekend voting on Sunday
- or**
- Reducing Early Voting on Sunday from Noon – 6 p.m. to Noon – 5 p.m.



# Purpose

- For May elections, changing the hours, the second week of Early Voting from 8 a.m. – 8 p.m. to 7 a.m. – 7 p.m.



# Purpose

- Discuss Elections Sign Regulations to consider the reduction of visual clutter which can occur due to extended or overlapping elections seasons



# Purpose

- Leon Valley (11) Political and campaign signs. Political or campaign signs on behalf of candidates for public office or measures on election ballots provided that said signs are erected ***not earlier than sixty (60) days prior to said election and shall be removed within fifteen (15) days following said election***



# Purpose

- City of Fair Oaks Ranch’s political signs ordinance:
- Political signs supporting a candidate for office or a proposition may only be displayed during the duration of the campaign.



# Purpose

- City of Fair Oaks Ranch’s political signs ordinance:
- At the poll site, two political signs per candidate or proposition allowed and must be removed within two (2) days after the election. Political sign cannot have an effective area greater than thirty-six (36) square feet; be more than eight (8) feet high; be illuminated; or have any moving elements



# Purpose

- City of Fair Oaks Ranch’s political signs ordinance:
- Will be considering amending the ordinance to read as follows: *At the poll site; two political signs per candidate or proposition allowed **starting on the first day of early voting** and must be removed within two days after the election*



# Purpose

## – TxDOT Rules for Posting Campaign Signs

- It is illegal to place any signs on or within the right-of-way. This includes posting signs on trees, telephone poles, traffic signs and other objects on the right-of-way
- Campaign signs along Texas roads can be placed on private property with the owner's permission. Signs must be made of lightweight material and be no larger than 50 square feet



# Purpose

## – TxDOT Rules for Posting Campaign Signs

- Campaign signs may be posted as early as 90 days before an election (no earlier) and must be removed within 10 days after the election
- Before placing a sign inside of incorporated city limits, check with the city for applicable ordinances

## – Sign Removal

- If you've placed your sign in the right-of-way or it's posing a traffic hazard, TxDOT will remove it without prior notice. All costs associated with sign removal will be paid by the sign owner.



# Purpose

- Local Government Code, Chapter 216, Regulations of Signs by Municipalities
  - Section 216.903. Regulation of Political Signs by Municipality.
    - (a) In this section, “private real property” does not include real property subject to an easement or other encumbrance that allows a municipality to use the property for a public purpose



# Purpose

- Section 216.903. Regulation of Political Signs by Municipality.
- (b) A municipal charter provision or ordinance that regulates signs may not, for a sign that contains primarily a political message and that is located on private real property with the consent of the property owner:
  - (1) prohibit the sign from being placed
  - (2) require a permit or approval of the municipality or impose a fee for the sign to be placed
  - (3) restrict the size of the sign; or
  - (4) provide for a charge for the removal of a political sign that is greater than the charge for removal of other signs regulated by ordinance.



# Purpose

- Section 216.903. Regulation of Political Signs by Municipality.
- (c) Subsection (b) does not apply to a sign, including a billboard, that contains primarily a political message on a temporary basis and that is generally available for rent or purchase to carry commercial advertising or other messages that are not primarily political



# Purpose

- Section 216.903. Regulation of Political Signs by Municipality.
- (d) Subsection (b) does not apply to a sign that:
  - (1) has an effective area greater than 36 feet
  - (2) is more than eight feet high
  - (3) is illuminated; or
  - (4) has any moving elements

Added by Acts 2003, 78<sup>th</sup> Leg., ch. 1004, Sec. 1, eff. Sept. 1, 2003.



# Fiscal Impact

- None at this time



# City of Leon Valley City Council

Report on Policy Decisions Related to the  
May 11, 2013

Joint, General and Special Elections

December 18, 2012

# LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT NOVEMBER 2012

## ***Overall Responses:***

The Fire Department responded to 145 incidents this month (2011 – 152 incidents). Fire loss this month was estimated at \$111,000 and value of saved property was set at \$123,430. No injuries due to fire were reported.

## ***Fires:***

A home was hit by lightning during a thunderstorm in the early morning hours of November 4. Homeowners smelled smoke, but did not call the fire department until smoke detectors went off. When firefighters responded to the home in the 5200 block of Savory Glen, they could see a column of smoke as they turned onto Bandera Road from the station.

The well-involved attic fire took an hour to bring under control, and firefighters were withdrawn from the structure at one point because of the potential of structural collapse. The roof over a substantial portion of the home was completely destroyed, but firefighters kept the fire from extending into the living spaces of the upper and lower floors of the home. There was heavy water damage throughout the home. Fire loss was estimated at \$90,000 to structure and \$15,000 to contents. Pre-incident value of structure was set at \$170,000 and estimated contents value was \$45,000. There were no injuries. Units from Helotes, Shavano Park and Balcones Heights assisted Leon Valley firefighters.

A fire in one vehicle spread to a second vehicle and damaged another in the parking lot of InTown Suites, 6451 Bandera, on Nov. 8. The fire started under the hood of a 2000 Ford F150 pickup truck and burned until it was discovered and reported by passers-by. Flames from the well-involved truck caught the interior of 1999 Chevrolet van on fire, and damaged the paint on a 2007 Ford Edge. Firefighters extinguished the fire without incident, and there were no injuries. The Ford pickup was a total loss, valued at \$3,500. The van was also totaled, valued at \$1,000. Damage to the Ford Edge was estimated at \$1,500 with a pre-incident value of \$14,400. A recalled electrical component that was not replaced is thought to be the cause of the fire.

## ***EMS Responses:***

EMS responded to a total of 88 incidents (2011 - 88). 55 patients were transported to local hospitals by Leon Valley EMS. No patients were transported by private ambulance or other EMS agencies. Twenty-nine EMS support responses were made.

EMS collections totaled \$12,019.24 this month. Collections for FY 12-13 to date total \$31,862.18. A total of \$215,838.96 was collected in fiscal year 11-12.

## ***Other Responses:***

Fire crews responded to 11 false alarms and 6 good intent calls this month.

## ***Fire Prevention/Education:***

89 Fire inspections were completed (2011 – 115 inspections), which includes 8 C of O inspections. No construction plans were reviewed this month. Two fire permits were issued for a total of \$275 in permit fees. Fiscal year to date fire fees received total \$425. A total of

\$2,675 was collected in fiscal year 11-12.

***Personnel & Training News:***

Dr. Gordon presented two EMS Continuing Education classes for paramedics at the fire station this month, one on November 7 and the other on November 21.

Chief Irwin participated in a regional emergency management tabletop disaster exercise on Nov. 13 at San Antonio/Bexar County EOC.

Asst. Chief Lee and Captain Haynes attended a Wildfire Summit meeting here in Leon Valley on Nov. 9.

Firefighter/Paramedic Blake Wade attended an automobile fire arson seminar November 12 – 15.

Firefighters received required annual physical/hazardous materials examinations on November 28 and 29.

Firefighter/Paramedic Joy Auger attended Hazardous materials Technician classes Nov. 29 & 30.

Firefighters stood by the Arbor Day activities at the Conference Center on Nov. 9.

***Vehicle & Equipment News:***

Engine 1's foam eductor was out of service the entire month, and the electronic water level indicator was out of service Nov. 1-16.

EMS stretchers received semi-annual maintenance by EMSAR on November 1.

T-1 all-steer system was out of service the entire month.

Truck 1 and Platform 1 received semi-annual cleaning and greasing of the aerial ladders this month.

The Hazardous Materials Trailer power system was repaired under warranty on November 21 by Southwest Trailers.

The hazardous Materials Prime Mover truck received a PM on Nov. 7 and a new battery on Nov. 9.

Medic 2's batteries were replaced on November 9.

## PERSONNEL STATISTICAL DATA

<b>STAFFING</b>	NOV 2012	NOV 2011
BUDGETED	26.5	27.5
BEGINNING OF MONTH	26.5	25.5
SEPARATIONS	0	1
HIRED	0	0
END OF MONTH	26.5	24.5

<b>PERSONNEL ON LEAVE</b>	NOV 2012	NOV 2011
SICK LEAVE	135.25	240
ANNUAL/PERSONAL LEAVE	437.3	351
COMP. TIME	136.98	475.5
HOLIDAY LEAVE	359.54	188.5
KELLY DAY	264	240
OTHER	24	0

<b>ON DUTY INJURIES</b>	NOV 2012	NOV 2011	CYTD 2012	CYTD 2011
NUMBER OF INJURIES	0	0	7	4

<b>PERSONNEL RESPONSES</b>	NOV 2012
MAN-HOURS ON ALARMS	280 Hours 51 Minutes
OFF DUTY RESPONSES	2
OFF-DUTY FIREFIGHTERS	3
OFF-DUTY HOURS	9.75

## FIRE PREVENTION ACTIVITIES

INSPECTIONS	NOV 12	NOV 11	CYTD 12	CYTD 11	TOTAL CY 11
COMMERCIAL BUSINESS	54	48	538	597	644
INDUSTRIAL	1	0	9	13	13
PUBLIC BUILDINGS	4	0	39	38	41
APARTMENTS/HOTEL	3	10	38	41	47
INSTITUTIONAL	2	5	36	49	55
SCHOOLS	2		21		
RESIDENTIAL CONTACT	2	0	25	25	27
COMPANY IN-SERVICE	9	31	240	289	322
NEW CONSTRUCTION	4	10	51	50	55
CERTIFICATES OF OCCUPANCY	8	11	112	120	132
<b>TOTAL INSPECTIONS</b>	<b>89</b>	<b>115</b>	<b>1109</b>	<b>1222</b>	<b>1336</b>

OTHER ACTIVITY	NOV 12	NOV 11	CYTD 12	CYTD 11	TOTAL CY 11
SUPERVISED FIRE DRILLS	1	1	9	8	8
LECTURES/DEMOS NUMBER ATTENDED	3 240	5 163	27 2120	37 3195	37 3195
PLAN REVIEWS	0	1	16	48	49
CITATIONS ISSUED	0	0	0	3	3
WARNINGS ISSUED	0	0	2	9	12
COMPLAINTS INVESTIGATED	0	1	3	18	18
CHILD SAFETY SEAT INSPECTIONS	0	0	0	4	4
SIGN PERMITS REVIEWED	0	2	30	53	53
PERMITS ISSUED	2	2	19	23	24
PERMIT FEES RECEIVED	275	162.50	2762.50	3052.50	3177.50

## EMERGENCY INCIDENT RESPONSE DATA

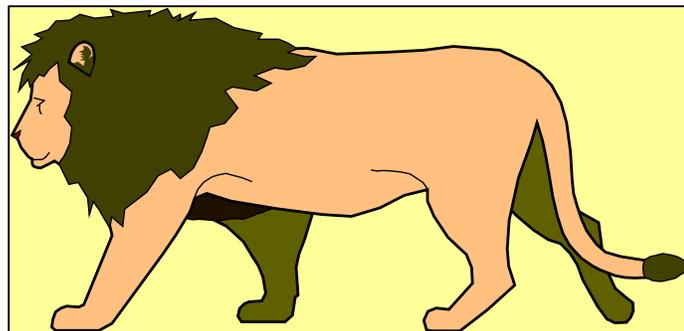
INCIDENT TYPE	NOV 12	NOV 11	CYTD 12	CYTD 11	TOTAL CY 11
STRUCTURE RESIDENTIAL	1	0	6	4	5
STRUCTURE COMMERCIAL RESIDENTIAL	0	0	1	4	5
STRUCTURE COMMERCIAL	0	0	0	1	1
STRUCTURE FIXED MOBILE RESIDENTIAL	0	0	0	0	0
STRUCTURE FIXED MOBILE COMMERCIAL	0	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	1	0	1	3	3
VEHICLE FIRE	2	0	6	5	8
OUTSIDE RUBBISH FIRE	0	0	7	5	5
SPECIAL OUTSIDE FIRE	0	0	2	0	0
NATURAL VEGETATION FIRE	0	0	2	18	18
CULTIVATED VEGETATION CROP FIRE	0	0	0	0	0
FIRE, OTHER	0	0	0	0	0
FALSE ALARM	11	26	130	160	170
INVESTIGATION OR SPECIAL INCIDENT	0	0	0	1	1
SERVICE CALL	0	1	77	57	60
EMS	88	88	961	971	1064
EMS ASSIST	29	27	320	381	405
HAZARDOUS CONDITION	3	4	57	59	61
RESCUE	3	2	14	20	20
MUTUAL AID	1	1	12	13	13
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	6	3	62	80	84
SEVERE WEATHER OR NATURAL DISASTER	0	0	2	2	2
<b>TOTAL</b>	<b>145</b>	<b>152</b>	<b>1660</b>	<b>1784</b>	<b>1925</b>

Stan C. Irwin, Fire Chief

# LEON VALLEY PUBLIC LIBRARY STATISTICS

## NOVEMBER 2012

	NOVEMBER 2012	<i>Compared to</i>	OCTOBER 2012
Items Loaned	2884		3299
OneClickAudio Sessions	3		0
Days Open/Average Per Day	19/152		22/150
Door Count	8735		7029
Volunteer Hours	144		276
Items Added New/Redo	285/214		254/191
Value of Gift Items	\$2199		\$2344
Reference Questions	641		622
Items Withdrawn	66		60
Library Cards Issued	62		49
Internal Internet Sessions	490		386
External Wi-Fi LVP Accesses	786		644
Faxes Sent	56		94
Facebook Reaches	1001		686
Lit. Students/Items Used	3stu/6bks		3stu/6bks
ILL Received TexPress	14pkg/14bks		23pkg/25bks
ILL Returned TexPress	24pkg/24bks		26pkg/27bks
ILL Mailed	0 in/ 1 out		3 in/ 1 out
Library Fines	\$55.75		\$51.50
Library Copy	\$89.50		\$91.90
Tax Equivalent	\$130.00		\$195.00
Gifts and Memorials	\$25.00		\$0.00
Member Amount Saved	\$42,493.98		\$49568.55





# Leon Valley Police Department Monthly Report November 2012

## Calls for Service

	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Calls for Service	713	8,403	793	8,561
Index Crimes	87	853	68	802
Non-Index Crimes	626	7,724	725	7,792

Non-index calls are contacts with citizens and/or visitors that are either non-criminal in nature, or are criminal in nature but are not categorized as an index crime.

An index crime is defined as murder, rape, robbery, theft, theft of a motor vehicle, assault, burglary, or burglary of a motor vehicle. These are the crimes that are reported to the Federal Bureau of Investigations on a monthly basis.

## Non-Index Crimes

	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Suspicious Vehicle	35	616	51	635
Assist the Public/Other Agency	57	749	72	775
Disturbance	43	973	65	799
Violation of City Ordinance	17	138	13	149
Traffic Offenses	42	366	23	300
Burglar Alarm	87	1,057	84	1,055
Accidents	40	537	57	598
Criminal Mischief	20	247	19	190
Other	182	1,887	183	1,826
N-Code 10*	17	129	11	88
N-Code 14**	27	343	37	337
N-Codes	59	895	110	1,010

\* N-Code 10 – Private property accident where blue forms issued

\*\* N-Code 14 – Accident which occurred on the roadway where a blue form was issued

\*\*\*Became separate categories in Nov 2012



## Leon Valley Police Department Monthly Report

### Index Crimes

	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Burglary	7	130	9	102
Burglary – Motor Vehicle	20	207	6	175
Assault	7	82	5	86
Homicide	0	0	0	0
Rape	1	4	0	2
Theft	44	372	39	375
Theft of Service	6	22	6	29
Vehicle Theft	1	26	1	20
Robbery	1	10	2	10

### Citations

	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Citations Issued	762	8,691	370	6,542

Citations by Selected Categories	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Expired License Plates	78	1,092	39	734
Expired Inspection Certificate	129	1,630	45	1,113
No/Expired/Invalid DL	63	689	42	565
No Insurance	136	1,574	63	1,234
Ran Red Light	15	161	8	118
Ran Stop Sign	84	442	5	385
Speeding	60	774	38	464

Hazardous vs. Non-Hazardous	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Hazardous	159	1,377	51	977
Non-Hazardous	603	7,294	319	5,565

Hazardous citations are for actions that could cause accidents. Examples include speeding, ran red light, and ran stop sign. Non-hazardous citations are for violations of either the Traffic Code or City Ordinance, which would not result in the potential for an accident. These include expired license plates, no liability insurance, expired motor vehicle inspection certificate, no drivers license, expired drivers license, etc.



## Leon Valley Police Department Monthly Report

### Arrest

Arrests	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Felony Offense	5	75	6	52
Misdemeanor Offense	81	724	51	571
Warrants	6	103	4	124

### Investigations

	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Assigned	135	1,438	109	1,291
Arrest/Charges Filed at Large	38	299	35	324
Suspended	48	940	49	864
Closed by Exception	10	178	16	155

A suspended case is one where no leads are available or what leads were available did not lead to an arrest

A case closed by exception is one where either the Complainant did not wish to pursue charges, the Defendant died, or for some other reason a known Defendant was not prosecuted.

### Communications

Total 911 Calls/ by Source	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Total		11,847	1,047	11,646
Business		1,150	61	615
Residential		1,099	25	378
Coin		75	12	65
Cellular		9,390	797	8,555
Voice over Internet Protocol		108	34	345
Unknown/Abandoned		25	118	1,688



## Leon Valley Police Department Monthly Report

### Community Resource Officer

	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Violations of City Ordinance	30	538	11	283

### Reserve Officers

Our Reserve Officers continue to supplement our Patrol as well as perform functions of security at City events. We have three of the Reserve Officers provide for security as well as clerical support for our Thursday Municipal Court sessions.

	Nov 2011	YTD 2011	Nov 2012	YTD 2012
Hours	351	3,971	175	2,451
Calls for Service Handled	64	820	49	684
Citations	42	483	11	277

### Code Enforcement – Animal Control

The Code Enforcement/Animal Control Officers started their duties the 14<sup>th</sup> of November and by month's end had 142 inspections.

# Public Works Monthly Report

## November 2012



### Director's Report

- Attended all normal Staff meetings, Park Commission and CAG
- Met with Fire Chief Irwin
- Met with TX Dot, John Boushlav and Community Director, Kristi Flores
- TCEQ Inspection
- Met with Electrician, Wayne Barrett Co.
- Met with Steve Cady, Engineer; Sewer/ Water project
- Met with SIA, Kristi, and Jim Carrillo, Monument Project
- Met with City Manager and TX Dot for road tour



### Construction Crew Activities

- 11-01 7201-7313 Huebner Rd.: Cleaned up washed over top soil from side walk.
- 11-02 6113 Rue Liliane: Leveled street around elevated man hole with hot mix asphalt. Also began to level street at 6508 Halter.
- 11-05 PW: Hauled in sand for storage bin. Picked up metal form pins from C.M.C.
- 11-06 6508 Halter: Continued and completed leveling street with hot mix asphalt.
- 11-06 6737 Poss Rd: Saw cut street from water main break, to be repaired.
- 11-07,08 &09 7201-7313 Huebner Rd.: Spread fresh top soil and sod to entire area.
- 11-13-16 6502 Halter: Straightened forms and re-bar for driveway approach. Added base material and excavated a beam for curb.
- 11-19 6502 Halter: Poured and finished 6 cu. yd. of concrete for driveway approach and curb.
- 10-20 6502 Halter: Spread and compacted 6 tons of hot mix asphalt in front of driveway approach and curb.
- 11-21 6502 Halter: Cleaned up area and spread fresh top soil.
- 11-26,27 & 28: Leveled man holes with street on Rue Liliane and on Echo Hill.
- 11-29 & 30: Began to saw cut damaged areas of streets at Evers Complex parking lots and Seneca Dr.



**Water/Sewer Department**

Water Samples for S.A. Health District	11 Water Samples for Analysis
Disconnect Notices	142
Disconnect Water Service	34
Flush Dead-End Water Mains	26 Flushed
Meter Reading	3 Days
Meter Re-reads	2 Re-reads
Meter Change Out Program	11 Meters changed out
Temporary Meters Installed	0 Installed
Move Outs	8 Closed
Move Ins	12 Activated
Locates	1 Completed
Wells/Tower Sites	Cut Grass and Trim
City Wide	Fire Hydrant List

**Location**

7203 Horsewhip  
 Huebner Well site  
 City Wide  
 Grasshill Well site  
 Grasshill Well site  
 Shop  
 Forest Pine and Stirrup  
 Highstepper and Whithers  
 6927 Sunlight  
 Bandera  
 6603 Cades Cove

**Work done**

cold patch in street and put top soil  
 cut branches along fence line  
 checked pressure  
 cut branches along fence line  
 replaced pressure gage and put one on the ground  
 cleaned up around water shed  
 unplugged sewer line  
 replace meter boxes  
 checked for low pressure  
 capped 2 inch main line  
 replaced curbstop



## Maintenance Crew

Park:	Cut grass and trim
Park:	Delivered BBQ pit key and instructions on use for large pavilion
Park:	Cleaned Park and opened restrooms Monday thru Sunday @7:00am
Park:	Repaired toilets leaking faucets
Park:	Removed fallen trees and branches
Park:	Picked up trash
Park:	Cut and trimmed at playground, added fluff fall zone material
Park:	Maintain restrooms
Park:	Remove graffiti
Park:	Maintain picnic tables and pavilions
Public Works:	Cleaned Trucks, checked equipment
Public Works:	Cleaned and removed brush from Walking Trail behind PW
Public Works:	Cleaned shop, water cage, welding area, repairs as needed
Conference Center:	Set ups and clean ups for events held there
Conference Center:	Mowed complex, repairs as needed
Community Center:	Grounds cut and trimmed, repairs as needed
Community Center:	Wednesday set up for bingo & Thursday cleaned up for seniors
Community Center:	Set up for events
Library:	Grounds cut and trimmed, pick up recyclables
Library:	Repairs as needed
Library Annex:	Clean, mow and trim, repairs as needed
City Hall:	Grounds cut and trimmed, Mondays only, repairs as needed
City Hall:	Pick up recyclables
City Hall:	Completed remodel of restroom
LVPD:	Repairs as needed
LVFD:	Repairs as needed
Citywide:	Removed graffiti throughout the city
Citywide:	Reinstall fallen stop/street signs
Citywide:	Check surveillance camera and maintain
Citywide:	Removed fallen trees
Marquee	Marquee update as they come in
Service requests:	Various requests completed as they come in

## **City of Leon Valley 2012 Bond Program Oversight Committee Meeting, September 27, 2012**

Chairman Abraham Diaz called the 2012 Bond Program Oversight Committee Meeting to order at 6:00 p.m... Committee Chairman Abraham Diaz, and Committee members Bob Tome, Al Uvietta, Mike Davis Jr., Pedro Esquivel, Olen Yarnell, and Christopher Gover were present. Mayor Pro-Tem Kathy Hill, Councilman Jack Dean, City Manager Manuel Longoria Jr., Police Chief Wallace, and Assistant Fire Chief Lee were also present.

A quorum was present.

### **Conduct Interviews with an Architectural Firm being considered to provide Architectural Services to the City of Leon Valley for Projects identified in the May 2012 Bond Election**

Chairman Diaz introduced the City Manager, Manuel Longoria Jr., who facilitated the interview process. The firm interviewed was

OCO Architects

After an introduction of the Committee members to the Architectural firm, the Architectural firm was able to introduce their team members, give a thirty minute presentation and which was followed by a question and answer session by the Committee.

### **Project Status Report**

City Manager Longoria was recognized by Chairman Diaz to present the status report of the project. The City Manager led a discussion about the next step in the process. The City Manager advised that references for the top five firms that were interviewed are being checked. The City Manager further advised the Committee that the date for presentation to the City Council has been moved to October 16, 2012.

During the project status report there was considerable discussion on the process and the purpose of the Bond Oversight Committee with a particular interest in the selection of Architects. After discussing whether Architects final order would be presented to the Committee, Bob Tome made a motion that the Bond Oversight Committee would have a meeting where the ranking was presented. This motion was seconded by Al Uvietta.

The discussion continued with the City Manager advising that the Architect Selection Review Committee would be meeting within the next two weeks to rank the finalist and once this was accomplished a meeting of the entire Committee would take place.

### **Adjourn**

Hearing no further business a motion was made by Mike Davis Jr. and seconded by Al Uvietta to adjourn the meeting. The meeting was adjourned at 7:39 p.m.



Abraham Diaz, Committee Chairman



MINUTES OF THE MEETING OF THE  
LEON VALLEY ZONING COMMISSION

November 27, 2012

The meeting of the Leon Valley Zoning Commission convened at 6:30 p.m. on Tuesday, November 27, 2012, in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

**I. Roll Call**

Present were Chairman Claude Guerra III, 2<sup>nd</sup> Vice-Chair Olen Yarnell, and Members Mike Davis, Jr., Carmen Sanchez and Alternate Members Phyllis McMillan. Absent and excused were 1<sup>st</sup> Vice-Chair Wendy Phelps, and Alternate Members Nicole Monsibais and Carlos Fernandez. Absent and unexcused were Members Hal Burnside and Pedro Esquivel. Also present was Kristie Flores, Director of Community Development, acting as recording secretary.

**II. Approval of Minutes – October 23, 2012**

Commissioner Phyllis McMillan made a motion to approve the minutes as written. 2<sup>nd</sup> Vice-Chair Olen Yarnell seconded the motion, and the motion passed unanimously by voice vote.

**III. Discussion of the Master Plan Revisions for the following Neighborhood Area –  
9N Seneca/Sun Valley and 10N Castle Estates**

Chairman Claude Guerra III opened the discussion of the Master Plan Revisions for 9N Seneca/Sun Valley. Staff addressed the audience and noted that the Zoning Commission reviews the Master Plan every 4 years to update it with current information and trends. Staff further noted that the Master Plan was a policy guide and was to be considered in broad terms and not as law.

Commission Member Mike Davis Jr. began the Seneca/Sun Valley presentation noting the following observations of Seneca/Sun Valley:

1. The existing Neighborhood Matrix let the reader/developer know what zoning/land uses are desirable for the area and provides adequate direction for Staff and the Commission.
2. The zoning for the area is compatible and consistent and appears to be what the community desires.
3. The existing zoning and development regulations appear to implement the Plan. It is recommended that the zoning/development regulations prescribed in the current Master Plan remain the same.
4. There appeared to be an ongoing American Disabilities Act (ADA) sidewalk improvement program for the area. However, the community appeared to want to maintain a country living setting thus sidewalks are not generally available.
5. The area appears to be in good shape, generally. Vigorous code enforcement is encouraged with special attention to retaining walls and fencing in the area.
6. Generally, this area slopes on all sides toward a creek bed and the observable water drainage system appeared to be in good condition. It was noted however, that there maybe a blocking sediment issue in the drainage at Rue Sophie and Rue Lillane.
7. A large portion of the commercial section of the review appears to be exempt property. The best opportunity for economic development appears to be at Seneca and Bandera Road. Modest improvements to site signage and exteriors to improve "curb" appeal are encouraged. The proximity of the park would be an amenity, as the park view could be a plus for multi-storied office

- and restaurant type configuration.
8. The Strategic Plan for this area should consist of continued effort to improve the commercial and business opportunities along Bandera Road.
  9. The current streets and sidewalks maintained by the City appear to be adequate. No other Capital Improvement needs were noted.
  10. The Plan for this area appears to meet zoning needs at this time.

Concluding the review of Seneca/Sun Valley, Commissioner Carmen Sanchez began the discussion of the Castle Estates Area. She noted the following in her presentation:

1. The area is in great condition with properties beautifully maintained. This area has a mix of newer and older homes and a mix of properties with standard lots and acreage lots. The zoning and use is residential.
2. The proposed zoning is residential and it is compatible with the area and it is what community members want.
3. Other zoning districts do not need to be considered. The existing zoning is compatible with the area. The zoning regulations implement the plan. This is a well established community with existing properties that are compatible with the Plan.
4. Graffiti was noticed on street signs. Police should continue to monitor and patrol the area.
5. The area looks good overall with only a couple of items to note such as a broken fence on the Evers Road side (close to Seneca) and better upkeep for the two-family dwelling properties located on Evers.
6. There are no obvious flood issues noted.
7. The area looks good. Street lighting is acceptable. Possibility of adding calming traffic measures to ease the entry and exit from the area.
8. The strategic plan should be to work with the City of Leon Valley to ensure proper street lighting to deter crime and to conduct a study to determine the appropriate measures to take to ease the entry and exit from the area.
9. The area is maintained properly and should be kept according to the City's Capital Improvement plan.
10. The current Plan is acceptable.

After the presentation of the area observations was complete, Chairman Guerra III opened the public discussion portion of the public meeting.

**Al Uvietta, 6923 Sunlight Drive**, addressed the Commission and noted that Code Enforcement and Animal Control were ongoing concerns in the area. He noted that the same four (4) cats can be found daily sitting at the entrance to the natural area. He also noted concerns with fences in need of repair on Evers Road. He explained that he would support traffic calming measures on Evers Road especially with the newly constructed DPS Facility. He also explained that if development was considered for the triangular property on Evers he would like the Commission to consider R-1 and R-6; not apartments. He also noted that consideration should be given to sidewalk repair and installation in the area, especially because the sidewalks present an issue to persons with disabilities.

**Joe Mechinias, 6020 Cammie Way**, addressed the Commission and noted that installation of traffic lights on Evers Road at the 4-way stop at Seneca was a concern and he did not support the recommendation. He noted that traffic flowed however; there were busier times than others. He also explained that it was very dark and dangerous at the crosswalk at Evers and Poss and asked that something be done to light the area.

**Sandra Morgan, 6803 Evening Sun**, addressed the Commission and noted that she enjoyed her quiet neighborhood. She also noted that the only time there were concerns was when Poss Road and

Evers Road were closed due to flooding. She explained that neighborhood becomes a cut through for traffic and further noted that detour signs had been put out in the past to assist traffic but the detour signage had stopped being put out. She asked that the City consider continuing the signs and also encouraged attention to sidewalks in the area. Her final comment was that better grass and weed maintenance needs to be done behind her property.

**Mary Sweeney, 6731 Evening Sun**, addressed the Commission and noted that her property backs up to the triangular property on Evers Road and it is often overgrown. She encouraged that any development on the triangular property be R-1.

**Rudy Garcia, 6819 Evening Sun**, addressed the Commission and noted that there were a lot of stray cats running around in the area. He also noted that a carport had been constructed in the 6800 block of Forest Meadow that was being used as storage and was visible to the public. He too voiced concerns with the conditions of sidewalks in the area. He pointed out that perhaps a traffic study could be done on Evers Road to see what could be done about traffic; particularly how to get in and out of areas such as Forest Meadow at Evers Road. Mr. Garcia supported R-1 and R-6 for the triangular property on Evers Road.

**Esperanza Olvera, 6331 Cornplanter**, addressed the Commission and noted that there was a large, brown stray dog roaming the area daily for the last four (4) months and although she called Animal Control she did not receive any assistance. She also noted that sidewalks needed repair between Rue Sophie and Sun Hollow.

**Ray Olvera, 6331 Cornplanter**, addressed the Commission and reiterated his wife's concerns with the stray dog in the area and sidewalks in need of attention. He added that fences along Seneca Drive were in need of repair.

**Adrian Garcia, 6410 Seneca Drive**, addressed the Commission and noted that he has two (2) small girls and he was concerned about how fast traffic flies on Seneca Drive. He suggested speed bumps for the area. He also encouraged street lighting at Rue Sophie, and at Evers Road and Poss Road.

**Steven Darby, 6000 Trone Trail**, addressed the Commission and noted that traffic controls were needed on Locker Lane. He further explained that traffic "whipped around" on Trone Trail. He suggested that perhaps the yield signs could be converted into stop signs.

**Michael Guevara, 6208 Locker Lane**, addressed the Commission and noted concerns with traffic on Evers Road. He also noted the need for street lighting on Locker Lane. He explained that his vehicle had already been vandalized in his driveway.

**Elsie Buchanan, 6232 Rue Marielyne**, addressed the Commission and noted that there was part of her area when water stands/pools after a rain. She also noted that the same stray dog visits her home around 10:00 p.m. each night. She asked that something be done about the semi-trailers that are parking at the Church on the Rock property at night.

**Celine Jacquemin, 6215 Sun Dial**, addressed the Commission and noted concern with a light at Evers Road and Seneca Drive. She also noted that she preferred R-1 and not R-3 for the triangular property.

**Janie Najera, 6101 Rue Francois**, addressed the Commission and noted that she did not support a light at Evers and Rue Francois. She too voiced concerns with the noisy semi-trailers parking on the church property at night and she also wants to see the stray dog captured, and Animal Control doing their job.

