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CITY SECRETARY

NOTICE OF PUBLIC MEETING

LEON VALLEY CITY COUNCIL

MONDAY, FEBRUARY 10, 2014

CEREMONIAL ITEMS -6:45 P.M.

REGULAR MEETING OF THE CITY COUNCIL-7:00 P.M.

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

AGENDA

Ceremonial Items - 6:45 p.m.

1. Proclamation in recognition of contributions to the City of Leon Valley by the Bethel Covenant Assembly of God

Regular City Council Meeting Agenda - 7:00 p.m.

2. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
3. **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 during the meeting. Council may direct staff to contact the requestor or ask that the issue be placed on a future agenda for discussion by the Council. **Citizens must sign the appropriate sign-in sheet by 7:15 p.m.**

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

4. Approval of the January 13, 2014, City Council Minutes. (Callanen)
5. Approval of a resolution ordering a General Election to be held May 10, 2014. **M&C 2014-02-10-05** (Callanen) [*Aprobación de resolución que ordena que se lleven a cabo Elecciones Generales el día 10 de mayo del 2014.*]

6. Approval of a Memorandum of Understanding with Bexar County Elections Department for the conduct of the May 10, 2014 General Election. **M&C 2014-02-10-06** (Callanen)
7. Tier II Board and Commission Appointments **M&C 2014-02-10-07** (Callanen):
 - a. Appointing Ms. Monica Alcocer to the Parks Commission.
 - b. Appointing Ms. Jackie Walton to the Parks Commission.
8. Tier III Board and Commission Appointments **M&C 2014-02-10-08** (Callanen):
 - a. Appointing Ms. Sylvia Stein to the Earthwise Living Committee.
 - b. Appointing Ms. Jackie Walton to the Community Events Committee.
 - c. Appointing Mr. Travis Nelson and Mrs. Cathy Nelson to serve on the Community Events Committee.
9. Approval of an ordinance authorizing a Budget Adjustment in the amount of \$52,400.00 for Detention Pond Construction at the Silo Property located on Huebner Road. **M&C 2014-02-10-09** (Moritz)
10. Approval of Quarterly Investment Report for the Quarter ending September 30, 2013. **M&C 2014-02-10-10** (V. Wallace)
11. Consideration of an amendment to Ordinance #99-01 adopting a prevailing wage for use on the Municipal Facilities Capital Project. **M&C 2014-02-10-11** (Longoria)

REGULAR AGENDA

12. Consideration of an ordinance determining the route configuration for the Huebner Creek Hike and Bike Trail. **M&C 2014-02-10-12** (Moritz)
13. Approval of the Comprehensive Annual Financial Report (CAFR) For Fiscal Year 2013. **M&C 2014-02-10-13** (V. Wallace)
14. Consideration of an ordinance approving an amendment to the Bartlett Cocke Construction Contract: Providing authorization for the City Manager to commit to a Guaranteed Maximum Price (GMP) for the Construction of the Municipal Offices, Police Station and Fire Station, in an amount not to exceed \$6,736,460. **M&C 2014-02-10-14** (Longoria)
15. Consideration of an ordinance accepting the lowest responsive bid and awarding a construction contract to R.L. Rohde General Contractors for the construction of the gateway monuments. **M&C 2014-02-10-15** (Flores)

16. Authorize The City Manager to enter into a Franchise Fee Agreement with CPS Energy.

M&C 2014-02-10-16 (Longoria)

17. Consideration of a resolution establishing Guidelines for the Coffee with Mayor and Council events. **M&C 2014-02-10-17** (C. Zech)

18. Consideration of a resolution designating the City Council as the Crime Control & Prevention District Board. **M&C 2014-02-10-18** (R. Wallace)

19. Recess the Regular City Council Meeting and Convene a meeting of the Leon Valley Crime Control & Prevention District. **M&C 2014-02-10-19** (R. Wallace)

- a. Election of Officers and Establishment of the Fiscal Year for the District
- b. Adjourn
- c. Reconvene City Council Meeting

20. City Manager's Report

- a. Staff update on Feral Cat Pilot Program
- b. Staff update on DPS Traffic Improvements and Traffic Study
- c. Update on Huebner Creek LC-17 Project
- d. Monthly Departmental Reports
- e. Approved Minutes from Boards, Commission and Committees.
- f. City Employee news and update
- g. Future Agenda Items:
 - Resolution in support of the Greenway Park Mix-Use Development Project (Possible Special Meeting in February)
 - Payday Loans 90 Day Moratorium Status and Possible Action (March)
 - LVEDC Board Appointments
 - Regular City Council Meeting Schedule (March)

21. Citizens to be Heard.

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

23. Executive Session. 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).

24. Adjourn.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members other City boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or take action on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.



Leticia Callanen, Interim City Secretary



**NOTICE OF PUBLIC MEETING
LEON VALLEY CITY COUNCIL
MONDAY, JANUARY 13, 2014**

REGULAR MEETING OF THE CITY COUNCIL-7:00 P.M.

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

MINUTES

At 7:00 P.M. Mayor Riley called the meeting to order, determined a quorum of Council was in attendance, and led the Pledge of Allegiance.

COUNCIL PRESENT: Ricardo Ruiz, Art Reyna, Abraham Diaz, Jack Dean, Paul Bieber

STAFF PRESENT: Manuel Longoria, City Manager; Crystal Caldera, HR Director; Leticia Callanen, Interim City Secretary; Kristie Flores, Community Development Director; Claudia Mora, Economic Development Director; Melinda Moritz, Public Works Director; Luis Valdez, Fire Chief; Randall Wallace, Police Chief; Vickie Wallace, Finance Director; Charlie Zech, City Attorney.

* * *

***Item 1* Citizens to Be Heard and Time for Objections to the Consent Agenda**

Mr. Al Uvietta, 6923 Sunlight Drive, read a letter into the record regarding the Mayor's Op-ed piece in the Northwest weekly.

Ms. Liz Malloy spoke to the limitation to of public input. Spoke to the role of Board of Adjustment to approve variances. M&C quorum issues, notice issues, topic.

Ms. Kathy Hill 6323 Mary Jameson, spoke to her concern with limiting public participation at business meetings.

* * *

CONSENT AGENDA

Councilman Biever made a motion to approve the Consent Agenda. Councilman Dean seconded the motion. The Motion passed by consensus vote.

3. Approval of the December 9, 2013 and December 16, 2013 Regular & Special City Council Meeting Minutes, and Minutes from the December 14, 2013 Coffee with Mayor and Council. (Callanen)
4. An ordinance designating the Commercial Recorder, the San Antonio Express News, and The Echo as the Official Newspapers to publish required legal notices for the City of Leon Valley for FY 2014, pursuant to Local Government Code section 52.04. (Callanen)

* * *

REGULAR AGENDA

Item 5 Report by Mr. Jess Swaim, P.E., VP of IDS Engineering Group, on the public input meeting held January 9, 2014, for the Proposed Huebner Creek Hike and Bike Trail, and any appropriate action arising out of citizen input. (Moritz)

Ms. Melinda Moritz, Director of Public Works, provided a PowerPoint presentation as an overview of the discussions held at the public meeting on January 9th. (A copy of the PowerPoint presentation is made part of the official documents for this meeting.) The presentation summarized citizen comments that were received on the comment cards handed out at the meeting, including five (5) additional emailed comments. Mr. Jess W. Swaim, P.E., briefly thanked the Mayor and Council for the opportunity to conduct the public forum.

There being no citizens signed up to speak to this item, Mayor Riley opened the floor to Council comments.

Mayor Riley referred to previous comments regarding the timing of funding by the MPO and asked Mr. Longoria to sit down and discuss the funding options before the next city council meeting.

In response, Mr. Longoria stated that he would coordinate with all Councilmembers. Mr. Longoria further stated that there is a certain expectation that once a grant is received, you must follow up accordingly, so as not to jeopardize future grant funding opportunities.

Discussion ensued related to the timing and delays associated with Bexar County's LC 17 Project; the opposition by residents on El Verde to that portion of the City's plan; and the next steps to move forward with the Huebner Creek Hike and Bike Trail planning efforts.

Mr. Longoria explained staff recommendation to have the consultants complete the trail analysis of Option 1 and 3, develop the cost of construction, and come back to City Council for approval of a final trail route on February 10th.

Councilman Dean made a motion to direct staff to proceed as staff recommended, to include a meeting with stakeholders and all interested parties as per Mayor's request, and to include parking concerns, and to include a path toward the Onion House. Councilman Bieber seconded the motion. The motion passed by consensus vote.

* * *

Item 6 An ordinance adopting revisions to the Boards and Commissions Appointment Process and Procedure Policy. (Callanen)

Ms. Leticia Callanen, Interim City Secretary, presented a PowerPoint presentation highlighting the areas of the proposed policy that have been modified as a result of City Council input at the meeting held on December 9th.

At this time, Mayor Riley obliged citizen comments.

Mr. Hodde, spoke in opposition to the application and to the interview process.

Mr. Olen Yarnell, 7230 Sulky Lane expressed his opinions with regard to the description of tiers as well as his concerns with attendance requirements.

Mr. Mike Adams, 6031 Walking Gate, spoke in opposition of Item 6 regarding volunteers.

Ms. Liz Malloy, expressed her opposition to the policy.

Ms. Kim Crawford, Forest Mont, spoke to the application process being simpler for Ad Hoc committees and spoke in support of the application process for Tier I, including background checks.

Mr. Al Uvietta spoke in favor of the application process and background checks.

Council discussion ensued regarding the process and its applicability to Zoning Commission, LVEDC, and the application itself being modified.

Mayor Riley suggested that the deadline for submission should be modified to receive electronic submissions through midnight.

Mr. Hubert Lange, 6018 Forest Bend, spoke to his experience of serving as a board member, and voiced his concerns with the current selection process, and expressed the need to raise volunteer participation based on knowledge over politics.

Council discussion ensued related requirements for Tier I applicants versus Tiers II and III.

Ms. Kathy Hill discussed the need for consideration of those who work during the day and may need to send in their applications after hours.

Ms. Irene Baldrige stated that a background check isn't required to run for City Council.

Councilman Reyna made a motion to approve with the change that we remove the any residency requirements, and evaluate in six months. Councilman Dean seconded the motion. The Motion passed by consensus vote. Vote: aye: All. Consensus.

Councilman Dean spoke to residency requirements and business owners or managers being included. City Attorney Zech explained that residency and other requirements will be driven by what's already on the books for those particular Boards and this wouldn't be applicable.

* * *

Item 7 Public Hearing and possible action on an Amendment to the City Zoning regulations moving Section 14.02.501, "Landscaping," Subsection (j), "Tree Preservation", from the zoning regulations to a new Chapter 15 titled "Tree Preservation." (Flores)

Ms. Kristie Flores, Director of Community Development, presented an overview of the proposed action.

Ms. Wendy Phelps, Zoning Commission, discussed the Zoning Commission's actions last week, where they decided to approve the zoning amendment, creating a new chapter, vote was 5 in favor and two opposed.

Ms. Flores discussed other city practices in Balcones Heights which has "article 7" with their landscaping regulations; City of New Braunfels has a vegetation ordinance; and Castle Hills has a similar regulation. Ms. Flores stated that the meeting was held properly, in accordance with the zoning code, and all established protocols were followed.

Mayor Riley called the Public Hearing to order at 8:40 p.m.

There being no citizens appearing to speak, Mayor Riley closed the Public Hearing at 8:41 p.m.

Councilman Reyna made a motion to approve the amendment. Councilman Dean seconded the motion. The motion was approved by consensus vote.

* * *

Item 8 An ordinance amending the City Code of Ordinances Chapter 15 Tree Preservation to provide a variance process for political subdivisions of the state to serve a public purpose. (Longoria)

City Manager Longoria presented an overview of the proposed action as a companion piece to adopt a variance process, for political subdivisions. Mr. Longoria explained that the impetus for this item was a meeting held with Bexar County staff to discuss the tree preservation ordinance and learned that they wanted a less onerous process. The proposed procedure for variances flows to the Tree Advisory Board with the City Council being the final authority. The tree preservation ordinance would remain intact; however, the only change would be for the handling of variance procedure for political subdivisions, such as

Bexar County. The City Manager would serve as the reviewer of appeals and would confer with the City Council with projects of this nature.

In response to questions raised by the Mayor, Mr. Zech provided clarification of the variance and appeal process.

Councilman Dean stated his understanding that if Council does not agree with the City Manager, then he would be held accountable. He further stated that he has full confidence in his ability and integrity, and understands the Manager will not make a decision without conferring with City Council.

Councilman Biever spoke to perception as a potential problem area, and discussed his time serving on the Zoning Commission, where it was ultimately the City Council who would make any final decisions. He also spoke in favor of the item in order to get projects done with the County.

Mr. Zech discussed the removal of the tree preservation from the existing chapter in the Code are not related to the hike and bike trail project. Mr. Zech offered his opinion that the tree preservation Ordinance has a better chance of being challenged if it were left under the Zoning Chapter. Mr. Zech discussed the item from a legal perspective, from which he drafted the ordinance to address concerns in a narrow fashion, to clearly state that it would apply with political subdivisions.

Mr. Mike Davis explained that he raised the issue about it being a properly called meeting and discussed these concerns with the item.

Mr. Olen Yarnell read from the draft ordinance related to the provision concerning the City Manager's authority.

Ms. Liz Malloy spoke to her concern that this isn't being handled by the Board of Adjustment.

Mr. Zech provided a brief explanation of provisions under Chapter 211 under the Texas Government Code related to zoning regulations, which provides authority to board of adjustments to hear only those related to Zoning issues, to which, Tree Preservation is not a listed purpose under zoning. Mr. Zech stated that the City could better defend the tree preservation ordinance outside of the zoning chapter.

Ms. Liz Malloy raised a question about how to appeal a decision from the City Manager.

Mr. Pedro Esquivel spoke to his experience of working within government and following legal counsel advice.

Councilman Biever made a motion to approve the item. Councilman Reyna seconded the motion.

The Motion passed by unanimous vote.

* * *

Item 9 Discussion regarding the Open Meetings Act application to the monthly Coffee with the Mayor and Council and possible direction to the City Attorney for a legal opinion, as requested by Mayor Chris Riley

At this time, the Council moved to executive session for consultation regarding policy issues with the City Attorney, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney).

The Council meeting reconvened at 10:00 p.m., at which time the Mayor advised that no action was taken during the Executive Session.

Councilman Reyna made a motion to direct the City Attorney to prepare a proposed policy and procedure guideline for conducting Coffee with Mayor and City Council monthly events. Councilman Biever seconded the motion. The motion passed by consensus vote.

* * *

Item 10 Discussion and possible action on amendment to Resolution No. 10-016 related to the rules of conduct for the City Council and rules of parliamentary procedures for City Council meetings, as requested by Councilmember Art Reyna and Councilmember Abraham Diaz

Councilman Reyna clarified his intent for bringing this item. The reason the citizens didn't stay for their item at a previous meeting is that it got late. When a citizen apologized for having to leave the meeting, he proposed to the manager that we approach the public speaking, provided an overview of the proposal.

Councilman Biever concerned with having a representative of a group speaking, and Councilman Reyna agreed that the policy would be fine without that component.

Mayor Riley expressed concern with cutting the time for individuals speaking down from 5 minutes to 3, and from 3 minutes to 2 minutes.

Councilman Reyna explained that this is not the only way citizens can voice their concerns to the City Council.

Council Discussion ensued related the number of public opportunities citizens and the Council have in order to discuss issues, participate in policy matters effectively, and fairly.

Ms. Kim Crawford spoke in opposition of the proposed item.

Ms. Malloy spoke in opposition to these proposed amendments.

Councilman Reyna discussed his observation of being in attendance at other public meetings whereby citizen input had limits of some sort.

Councilman Reyna made a motion to adopt the proposed amendments to the resolution with the exception of group participation, and leave the time limit at 3 minutes only, and instead of 10 minutes total, the citizen comment period would have a 21 minute total time limit. Councilman Diaz seconded the motion. The motion passed by consensus vote.

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Item 11 City Manager's Report

- a. Annual Town Hall Meeting/Update of 2010 Strategic Plan, scheduled Saturday, February 1, 2014, at the Leon Valley Conference Center. (8:30 a.m.-12:30 p.m.)
- b. Monthly Departmental Reports.
- c. Approved Minutes from Boards, Commission and Committees.
- d. Future Agenda Items:
 - City Council Decision on Final Huebner Creek Hike & Bike Trail Route (February)
 - Consideration of CPS Franchise Agreement.
 - Meeting of Leon Valley Crime Control & Prevention District declaring that the City Council shall be the Crime Control and Prevention District (CCPD) Board of Directors. (February)
 - Resolution of City Council approving the City Council to serve as CCPD Board of Directors. (February)
 - Approval of Maximum Price Guarantee with Bartlett-Cocke General Contractors for the Municipal Facilities Project. (February)

- Call for General Election. (February/March)

Item 12 Citizens to be Heard.

Mr. Lange shared his concerns with the conduct of the City Council meetings which could be made more efficient. He also spoke to his concerns with Evers Road.

* * *

Item 13 Announcements by the Mayor and Council Members.

Councilman Diaz voiced concern over the microphone issues in the chamber and asked for the Manager to explore something to enhance the equipment in preparation for our move into a new facility.

City Manager Longoria stated that he is aware of the concern, but explained that the renovation includes an upgrade to the AV equipment, thus cautions making any new expenditure before then.

Mayor clarified the concern that at the zoning commission parts of the discussion was not recorded.

City Attorney Zech announced the change in the name of his firm to include Zech. The new name of the firm is Denton Navarro Rocha Bernal Hyde & Zech.

* * *

The meeting adjourned at 10:35 p.m.

Mayor Riley

Leticia Callanen, Interim City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C 2014-02-10-05

DATE: FEBRUARY 10, 2014
TO: MAYOR AND CITY COUNCIL
FROM: Leticia Callanen, Interim City Secretary
THROUGH: Manuel Longoria, City Manager
SUBJECT: Consider action on a resolution ordering a General Election in the City of Leon Valley, Texas to be held Jointly with Bexar County for the Joint, General and Special Elections on the 10th Day of May, 2014, for the Purpose of Electing Three Members of the City Council; Places 2, 4, and Office of the Mayor, by the Qualified Voters of the City of Leon Valley, and Providing Details Relating to the Conduct of Holding the Election.

PURPOSE

The purpose of this agenda item is to allow the City Council to order a General Election in the City of Leon Valley, Texas to be held jointly with Bexar County for the Joint, General and Special Elections on the 10th Day of May, 2014, for the purpose of Electing Three Members of the City Council; Places 2, 4, and Office of the Mayor, by the Qualified Voters of the City of Leon Valley, and Providing Details Relating to the Conduct of Holding the Election by adoption of the attached resolution.

FISCAL IMPACT

Costs for this election are authorized in the current Fiscal Year Budget.

RECOMMENDATION

Staff recommends approval of this resolution.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

RESOLUTION

A RESOLUTION ORDERING A GENERAL ELECTION IN THE CITY OF LEON VALLEY, TEXAS, TO BE HELD JOINTLY WITH BEXAR COUNTY FOR THE JOINT, GENERAL AND OTHER ELECTIONS ON THE 10TH DAY OF MAY, 2014, FOR THE PURPOSE OF ELECTING TWO MEMBERS OF THE CITY COUNCIL IN PLACES 2 AND 4, AND A MAYOR BY THE QUALIFIED VOTERS OF THE CITY OF LEON VALLEY; AUTHORIZING THE CITY MANAGER TO SIGN A JOINT ELECTION AGREEMENT WITH THE BEXAR COUNTY ELECTIONS ADMINISTRATOR FOR THE CONDUCT OF SAID ELECTION, AND PROVIDING DETAILS RELATING TO THE CONDUCT OF HOLDING THE ELECTION, AUTHORIZING THE USE OF THE LEON VALLEY CITY COUNCIL CHAMBERS ON THE 10TH DAY OF MAY, 2014, FOR ELECTION DAY VOTING, AND THE USE OF THE LEON VALLEY CONFERENCE CENTER, LOCATED AT 6421 EVERS ROAD, LEON VALLEY, TEXAS, 78238, FOR EARLY VOTING (APRIL 28 THROUGH MAY 6, 2014).

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

1. The City of Leon Valley will hold a General Election to be held on May 10, 2014 for the purpose of electing three members of the Leon Valley City Council, in Council Place No. 2, Council Place No. 4, and for the office of Mayor; each to serve a term of two years, or when their successors are duly elected and qualified.
2. Qualified persons desiring to be candidates for these offices shall file an application for candidacy with the City Secretary, Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, 78238, beginning at 7:30 a.m. on January 29, 2014, and no later than 5:00 p.m. on February 28, 2014.
3. At said election, each of the offices shall be voted upon separately and the person receiving the highest number of votes for each office shall be elected to such office.
4. The election will be held jointly with Bexar County on May 10, 2014, pursuant to Section 271 of the Texas Election Code. The costs of said election are to be shared and the City Manager is authorized to enter into contract for election services with the Bexar County Elections Administrator to share costs of said election on a fair and equitable basis.
5. The Bexar County voting precincts will be the City of Leon Valley voting precincts for this election and the polling places and hours of voting during early voting by personal appearance and voting on Election Day will be the places and hours established by the Bexar County Elections Administrator for the May 10, 2014 elections.
6. Joint early voting by personal appearance will be conducted at the Leon Valley Conference Center at 6421 Evers Road, Leon Valley, Texas, beginning on April 28 and ending on May 6, 2014 and at additional early voting poll sites to be determined by the Bexar County Elections Administrator. Hours of early voting by personal appearance shall be:

Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.
April 28 8:00 am - 6:00 pm	April 29 8:00 am - 6:00 pm	April 30 8:00 am - 6:00 pm	May 1 8:00 am - 6:00 pm	May 2 8:00 am - 6:00 pm	May 3 8:00 am - 8:00 pm	May 4 Closed
May 5 8:00 am- 8:00 pm	May 6 8:00 am - 8:00 pm				May 10 ELECTION DAY	

7. Election Day voting will be from 7:00 a.m. to 7:00 p.m. at polling places designated for each Bexar County voting precinct as ordered by the Bexar County Elections Administrator including the use of the Leon Valley City Council Chambers located at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, 78238.
8. Applications for ballot by mail shall be mailed to:
Jacquelyn F. Callanen (Early Voting Clerk)
203 W. Nueva, Suite 3.61
San Antonio, Texas 78207-4045
9. Applications for a ballot by mail must be received no later than the close of business on May 1st.
10. The Bexar County Elections Administrator, Jacquelyn F. Callanen, is appointed as the Early Voting Clerk. The appointment of Deputy Early Voting Clerks shall be in accordance with Section 83.001 et. seq. of the Texas Election Code.
11. Election officers appointed by the Bexar County Elections Administrator shall serve as the election judges and clerks for this joint election.
12. Oral assistance and election materials for the election will be provided and printed in English and Spanish, as required in accordance with the Texas Election Code and the Federal Voting Rights Act of 1965, as amended. One or more individuals will be available to assist voters on the day of the election and during the period of early voting.
13. The City Secretary shall serve as our Election Officer for this election to post election notices on the bulletin board used for posting City Council meeting notices and on the City's website, to accept mail ballot applications to be forwarded to the Early Voting Clerk, and to provide any other election process assistance as necessary.
14. Each entity will canvass the results of their own election.

Passed and approved this the 10th day of February 2014.

Mayor

ATTEST:

City Secretary

RESOLUCIÓN

UNA RESOLUCION QUE ORDENA QUE SE LLEVEN ACABO ELECCIONES GENERALES EN LA CIUDAD DE LEON VALLEY, TEXAS, JUNTO CON LAS DEL CONDADO DE BEXAR, EL DIA 10 DE MAYO DEL 2014, CON EL FIN DE QUE LOS ELECTORES CALIFICADOS DE LA CIUDAD DE LEON VALLEY ELIJAN TRES MIEMBROS DEL AYUNTAMIENTO ENCLUYENDO EL ALCALDE, UN MIEMBRO DE AYUNTAMIENTO EN EL LUGAR NUMERO DOS (NO. 2), Y UN MIEMBRO DEL AYUNTAMIENTO EN EL LUGAR NUMERO CUATRO (NO. 4), Y LA AUTORIZACIÓN DEL GERENTE DE LA CIUDAD PARA FIRMAR UN ACUERDO DE ELECCIÓN CONJUNTO CON LA ADMINISTRADOR DE ELECCIONES DEL CONDADO DE BEXAR PARA LA CONDUCTA DE ELECCIÓN DICHA, Y PROPORCIONANDO DETALLES ACERCA DE LA CONDUCTA DE SOSTENER LA ELECCIÓN, AUTORIZANDO EL USO DE LAS CÁMARAS DE AYUNTAMIENTO DE LEON VALLEY DURANTE EL DÍA 10 DE MAYO DE 2014, DÍA DE LAS ELECCIONES, Y EL USO DEL CENTRO DE CONFERENCIA DE LEON VALLEY, LOCALIZADO EN 6421 CAMINO EVERS, LEON VALLEY, TEXAS, 78238, PARA VOTACIÓN ADELANTADA (EN LAS FECHAS COMENZANDO EL 28 DE ABRIL Y TERMINANDO EL 6 DE MAYO DE 2014).

POR LO TANTO, RESUÉLVASE Y ORDÉNESE POR EL CONCEJO MUNICIPAL DE LA CIUDAD DE LEON VALLEY, CONDADO DE BEXAR, TEXAS, QUE:

1. La ciudad de Leon Valley celebre Elecciones Generales el 10 de mayo del 2014, con el propósito de elegir a los miembros del ayuntamiento en el lugar de alcalde, en el lugar 2 y el lugar 4; quienes desempeñarán sus cargos en un período de dos años o hasta que se elija y califique debidamente a sus sucesores.
2. Las personas calificadas que deseen ser candidatos para estos cargos, presentarán una solicitud para la candidatura ante la secretaria municipal en su oficina localizada en Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, 78238, a partir de las 7:30 a.m. del día 29 de enero del 2014, pero a más tardar a las 5:00 p.m. del 28 de febrero del 2014.
3. En dichas elecciones, se votará por cada uno de los cargos en forma separada y la persona que reciba el mayor número de votos para cada cargo será electo para dicho puesto.
4. Las elecciones se llevarán a cabo junto con las del Condado de Bexar, el 10 de mayo del 2014, de acuerdo con la Sección 271 del Código Electoral de Texas. Los costos de dichas elecciones deberán ser compartidos y el gerente municipal queda autorizado para celebrar un contrato por servicios electorales con el administrador de las elecciones del Condado de Bexar para compartir los costos de dichas elecciones de una manera justa y equitativa.
5. Para estas elecciones, los distritos para la votación del Condado de Bexar serán los distritos para la votación de la Ciudad de Leon Valley, y las casetas electorales y el horario para votación durante la votación por adelantado en persona y la votación el día de las elecciones, serán en los lugares y a los horarios establecidos por el administrador de las elecciones del Condado de Bexar para las elecciones del 10 de mayo del 2014.
6. La votación conjunta por adelantado en persona se llevará a cabo en Leon Valley Conference Center, localizad en 6421 Evers Road, Leon Valley, Texas, a partir del 28 de abril 2014 y terminará el 6 de mayo 2014, y en las casetas electorales adicionales para votación por adelantado que se determinarán por el administrador de elecciones del Condado de Bexar. El horario para votación por adelantado en persona, será:

Lunes	Martes	Miércoles	Jueves	Viernes	Sábado	Domingo
Abril 28 8:00 am - 6:00 pm	Abril 29 8:00 am - 6:00 pm	Abril 30 8:00 am - 6:00 pm	Mayo 1 8:00 am - 6:00 pm	Mayo 2 8:00 am - 6:00 pm	Mayo 3 10:00 am – 8:00 pm	Mayo 4 Cerrado
Mayo 5 8:00 am- 8:00 pm	Mayo 6 8:00 am - 8:00 pm				Mayo 10 DÍA DE ELECCIONES	

7. El día de las elecciones, la votación se llevará a cabo entre las 7:00 a.m. y las 7:00 p.m. en las casetas electorales designadas para cada distrito para la votación del Condado de Bexar, según se ordenó por el administrador de elecciones del Condado de Bexar incluyendo el uso de las Cámaras de Ayuntamiento de Leon Valley localizado en 6400 El Verde Road, Leon Valley, Texas, 78238.
8. Las solicitudes para recibir boletas electorales para votar por correo deberán enviarse a:
Jacquelyn F. Callanen (Secretaria de la votación por adelantado)
203 W. Nueva, Suite 3.61
San Antonio, Texas 78207-4045
9. Las solicitudes para las boletas electorales por correo deberán recibirse a más tardar el 1 de mayo del 2014, al cierre del día laboral.
10. La administradora de elecciones del Condado de Bexar, Jacquelyn F. Callanen, queda nombrada como secretaria de la votación por adelantado. El nombramiento de los secretarios delegados de la votación por adelantado se hará de acuerdo con la Sección 83.001 y siguientes del Código Electoral de Texas.
11. Los oficiales electorales nombrados por la administradora de elecciones del Condado de Bexar fungirán como jueces y secretarios electorales para estas elecciones conjuntas.
12. La ayuda oral y los materiales electorales impresos para las elecciones serán proporcionados en inglés y en español, según se requiere de acuerdo con el Código Electoral de Texas y la Ley Federal de Derechos de Votar de 1965, con sus enmiendas. Una o más personas estarán disponibles para ayudar a los electores el día de las elecciones y durante el período de votación por adelantado.
13. La secretaria municipal fungirá como nuestro oficial electoral para estas elecciones y se encargará de anunciar los avisos electorales en el pizarrón que se utiliza para anunciar los avisos de las juntas del concejo municipal y en la página Web del municipio; aceptar las solicitudes para recibir las boletas electorales para votar por correo que se enviarán, a su vez, al secretario de la votación por adelantado; y proporcionar cualquiera ayuda adicional necesaria para el proceso electoral.
14. Cada entidad examinará los resultados de sus propias elecciones.

Autorizada y aprobada este día 10 de febrero del 2014.

DOY FE:

Chris Riley, Alcalde

Secretaria Municipal

JOINT GENERAL, SPECIAL AND BOND ELECTION
Bexar County
Political Subdivisions
MAY 10, 2014
10 de mayo de 2014

THE HOURS OF EARLY VOTING WILL BE: (LAS HORAS Y FECHAS DE VOTACION ADELANTADA SERAN:)

Mon., April 28 thru Fri., May 2.....8:00 a.m. to 6:00 p.m.
 Lunes 28 de abril de 2014 hasta el viernes 2 de mayo de 2014.....8:00 a.m. to 6:00 p.m.
 Sat., May 3, 2014.....8:00 a.m. to 8:00 p.m.
 Sabado 3 de mayo de 2014.....8:00 a.m. to 8:00 p.m.
 Sun., May 4, 2014.....CLOSED
 Domingo 4 de mayo de 2014.....CERRADO
 Mon., May 5 thru Tues., May 6..... 8:00 a.m. to 8:00 p.m.
 Lunes 5 de mayo de 2014 hasta el martes 6 de mayo de 2014..... 8:00 a.m. to 8:00 p.m.

April 28, 2014 – May 6, 2014

SUN	MON	TUES	WED	THURS	FRI	SAT
	28 *****	29 *****	30 *****	1 *****	2 *****	3 *****
4 CLOSED	5 *****	6 *****	7	8	9	10 Election Day

Main Early Voting Location: (Localidad Principal de Votacion Adelantada:)

BEXAR COUNTY JUSTICE CENTER.....300 Dolorosa
DEAFLINK available at these sites
(Basement, south end across from cafeteria)
(Sotano, lado sur, frente de la cafeteria)

In addition to the main early polling place, early voting will be conducted at the following locations: (Ademas de la localidad principal, votacion adelantada se llevara a cabo en las siguiente localidades:)

BROOKHOLLOW LIBRARY.....530 Heimer Road
CASTLE HILLS CITY HALL... (SE CORNER OF COUNCIL CHAMBERS).....209 Lemonwood Dr.
CLAUDE BLACK CENTER 2805 East Commerce
CODY LIBRARY..... 11441 Vance Jackson
COLLINS GARDEN LIBRARY 200 North Park
COPERNICUS COMMUNITY CENTER..... 5003 Lord Rd.
EAST CENTRAL ISD ADMIN BUILDING..... 6634 New Sulphur Springs Road
FAIR OAKS RANCH CITY HALL... (COUNCIL CHAMBERS).....7286 Dietz Elkhorn
GREAT NORTHWEST LIBRARY..... 9050 Wellwood

HELOTES CITY HALL12951 Bandera Road
 HENRY A. GUERRA, JR. LIBRARY.....7978 W Military Drive
 JOHN IGO LIBRARY..... 13330 Kyle Seale Parkway
 JOHNSTON LIBRARY 6307 Sun Valley Drive
 JULIA YATES SEMMES LIBRARY @ Comanche Lookout Park..... 15060 Judson Road
 LAS PALMAS LIBRARY 515 Castroville Road
 LEON VALLEY CONFERENCE CENTER.....6421 Evers Rd
 LION'S FIELD..... 2809 Broadway
 LUNA MIDDLE SCHOOL.....200 N Grosenbacher Rd
 MAURY MAVERICK, JR. LIBRARY..... 8700 Mystic Park
 MCCRELESS LIBRARY..... 1023 Ada Street
 MEMORIAL LIBRARY..... 3222 Culebra
 MISSION LIBRARY.....3134 Roosevelt Ave.
 NORTHSIDE ACTIVITY CENTER7001 Culebra
 OLMOS PARK CITY HALL..... 120 West El Prado Drive
 PARMAN LIBRARY@Stone Oak..... 20735 Wilderness Oak
 PRECINCT 1 SATELLITE OFFICE..... 3505 Pleasanton Rd.
 SAN ANTONIO COMMUNITY COLLEGE (Moody Hall)..... 1300 San Pedro Ave
 SHAVANO PARK CITY HALL... (COUNCIL CHAMB)..... 900 Saddletree Ct
 SOMERSET CITY HALL 7360 E. 6th, Somerset
 SOUTH PARK MALL.....2310 S.W. Military
 STEVENS HIGH SCHOOL..... 600 N Ellison Dr
 TOBIN LIBRARY @OAKWELL..... 4134 Harry Wurzbach
 UNIVERSAL CITY – CITY HALL..... 2150 Universal City Blvd.
 WINDCREST TAKAS PARK CIVIC CENTER.....9310 Jim Seal Dr.
 WONDERLAND MALL OF THE AMERICAS @ CROSSROADS4522 Fredericksburg

subject to change
 (*sujeito a cambio*)

For more information contact the office of the Bexar County Elections Administrator,
 Jacquelyn F. Callanen, at (210) 335-VOTE (8683)
 (Para mas informacion comuniquese con oficina del Condado de Bexar Administrador de
 Elecciones, Jacquelyn F. Callanen, al telefono (210) 335-VOTE (8683))

MAYOR AND COUNCIL COMMUNICATION

M&C 2014-02-10-06

DATE: AUGUST 20, 2013

TO: MAYOR AND CITY COUNCIL

FROM: Leticia Callanen, Interim City Secretary

THROUGH: Manuel Longoria, City Manager

SUBJECT: AUTHORIZING AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, AUTHORIZING THE CITY MANAGER TO ENTER INTO A MEMORANDUM OF UNDERSTANDING (MOU) FOR ELECTION SERVICES WITH THE BEXAR COUNTY ELECTIONS ADMINISTRATOR

PURPOSE

This action is required to enter into an Agreement between Bexar County Elections Administrator (“ADMINISTRATOR”), acting on behalf of Bexar County;”) and the City of Leon Valley (“COLV”); pursuant to Texas Election Code Section 271.002(a), in order to conduct the May 10, 2014 election.

BACKGROUND

Section 271.002(a) of the Texas Election Code authorizes two or more political subdivisions to enter into an agreement to hold elections jointly in the election precincts that can be served by common polling places; and the Entities desire that a joint election be held in order to provide a convenient, simple, and cost-saving election to the voters in their respective jurisdictions; and The Entities desire to enter into an agreement setting out their respective duties and responsibilities for the May 10, 2014 election, which is outlined in the attached proposed Agreement.

POLICY STATEMENT

This action by City Council coincides with the Calling of an Election for the May 10, 2014 General Election for the purposes of electing Council members for Place 2, 4, and the Office of Mayor.

FISCAL IMPACT

The County will determine the City's share in costs once the deadline to order an election has passed. Funds have been allocated for election services for FY2014, and a contract will be executed through a future ordinance.

RECOMMENDATION

Staff recommends approval.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

JOINT ELECTION AGREEMENT

This Agreement is entered into by and between Bexar County Elections Administrator (“ADMINISTRATOR”), acting on behalf of Bexar County; with City of San Antonio (“COSA”); Alamo Community College District (“ACCD”); Alamo Heights Independent School District (“AHISD”); Northside Independent School District (“NISD”); North East Independent School District (“NEISD”); Southside Independent School District (“SSISD”); Trinity Glen Rose Ground Water Conservation District (“TGRGCD”); the City of Alamo Heights (“COAH”); the City of Balcones Heights (“COBH”); the City of Castle Hills (“COCH”); the City of Fair Oaks Ranch (“COFOR”); the City of Grey Forest (“COGF”); the City of Helotes (“COH”); the City of Hill Country Village (“COHCV”); the City of Hollywood Park (“COHP”); the City of Kirby (“COK”); the City of Leon Valley (“COLV”); the City of Live Oak (“COLO”); the City of Olmos Park (“COOP”); San Antonio Municipal Utility District (“SAMUD”); the City of Shavano Park (“COSP”); the City of Somerset (“COS”); the City of Terrell Hills (“COTH”); Bexar County W.C.I.D.# 10 (BCWCID#10) and the City of Universal City (“COUC”) and they may also be referred to, individually, as an “Entity” or, collectively, as the “Entities,” acting by and through their duly appointed and qualified representatives, pursuant to Texas Election Code Section 271.002(a), for the May 10, 2014 election.

WHEREAS, COSA will conduct a special unexpired term election on Saturday, May 10, 2014; and

WHEREAS, ACCD will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, AHISD will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, NEISD will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, NISD will conduct a bond election on Saturday, May 10, 2014; and

WHEREAS, SSISD will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, TGRGCD will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COAH will conduct a general and special election on Saturday, May 10, 2014; and

WHEREAS, COBH will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COCH will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COFOR will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COGF will conduct a general and special election on Saturday, May 10, 2014; and

WHEREAS, COHCV will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COH will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COHP will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COK will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COLV will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COLO will conduct a general and bond election on Saturday, May 10, 2014; and

WHEREAS, COOP will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, SAMUD will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COSP will conduct a general and special election on Saturday, May 10, 2014; and

WHEREAS, COS will conduct a general and bond election on Saturday, May 10, 2014; and

WHEREAS, COTH will conduct a general and special election on Saturday, May 10, 2014; and

WHEREAS, BCWCID#10 will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, COUC will conduct a general election on Saturday, May 10, 2014; and

WHEREAS, Section 271.002(a) of the Texas Election Code authorizes two or more political subdivisions to enter into an agreement to hold elections jointly in the election precincts that can be served by common polling places; and

WHEREAS, the Entities desire that a joint election be held in order to provide a convenient, simple, and cost-saving election to the voters in their respective jurisdictions; and

WHEREAS, the Entities desire to enter into an agreement setting out their respective duties and responsibilities for the May 10, 2014 election;

NOW THEREFORE, it is agreed that the Entities will hold a joint election on Saturday, May 10, 2014 (the "Joint Election") under the following terms and conditions:

I.

The Entities are each required to enter into their own separate contract with ADMINISTRATOR for election services and will hold elections jointly with other Entities in the election precincts that can be served by common polling places, using joint election officer and clerks as ADMINISTRATOR determines is necessary and appropriate.

II.

The Entities agree to conduct early voting jointly. ADMINISTRATOR will arrange for and handle early voting in person and by mail for the Joint Election in accordance with her contracts with those Entities.

III.

The Entities agree that a single ballot, containing all the measures and offices to be voted on at a particular polling place, shall be used in this Joint Election.

IV.

Each Entity is responsible for its own posting of public notices in connection with the Joint Election. ADMINISTRATOR shall be responsible for publishing a Notice of Election in a newspaper of general circulation in the territory as required of all the Entities under Section 4.003 of the Election Code, and each Entity shall pay ADMINISTRATOR its proportionate share of the publishing cost.

V.

Each Entity is responsible for paying ADMINISTRATOR for any and all other election costs, as applicable to the specific Entity and agreed upon by separate contract for election services between each Entity and ADMINISTRATOR.

VI.

ADMINISTRATOR will tabulate the ballots and provide a set of copies of the affidavit page of each return along with the returns of the election, as agreed upon by separate contract between each Entity and ADMINISTRATOR.

VII.

Each Entity will be responsible for canvassing its respective precinct returns for the Joint Election.

VIII.

The Entities agree to comply with any and all applicable state and federal record retention statutes. Each Entity shall be the custodian of its respective election records.

IX.

If an Entity determines not to participate in the Joint Election to be held on Saturday, May 10, 2014, because it has no contested positions, the nonparticipating Entity shall promptly notify ADMINISTRATOR and the other Entities, and this Agreement shall be automatically amended to delete the nonparticipating Entity as a party to the Agreement.

X.

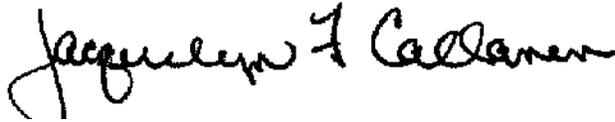
The undersigned persons are the duly authorized signatories of their Entities, and their signatures represent acceptance of the terms and conditions of this Agreement, as passed and approved by their respective governing bodies.

XI.

This Agreement may be executed in two or more counterparts. Together the counterparts shall be deemed an executed original instrument. The Entities may execute this Agreement and exchange counterparts of the signature pages by means of facsimile transmission, and the receipt of executed counterparts by facsimile transmission shall be binding on the Entities. Following a facsimile exchange, the Entities shall promptly exchange original signature pages.

SIGNED and AGREED this _____ day of _____, 2013/2014.

BEXAR COUNTY ELECTIONS ADMINISTRATOR



Jacquelyn F. Callanen

ENTITY: _____

BY: _____

TITLE: _____

ENTITY: _____

BY: _____

TITLE: _____

ENTITY: _____

BY: _____

TITLE: _____

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-02-10-07

DATE: FEBRUARY 10, 2014
TO: MAYOR AND CITY COUNCIL
FROM: LETICIA CALLANEN, INTERIM CITY SECRETARY
THROUGH: MANUEL LONGORIA, JR., CITY MANAGER
SUBJECT: CONSIDERATION OF BOARD OR COMMISSION APPOINTMENT – TIER II, PARK COMMISSION

PURPOSE

The City of Leon Valley currently has two openings on the Parks Commission.

Two applications (Attachments A & B) have been received in the City Secretary's Office for the following individuals with their stated interest. This action will approve the appointment of:

- A. Ms. Monica Alcocer to the Parks Commission for a two-year term, conterminous with the Mayor
- B. Ms. Jackie Walton to the Parks Commission for a two-year term, conterminous with the Mayor

Upon approval, the term will be effective immediately.

Ordinance #08-032 (adopted 09-05-2008), established The Park Commission consisting of nine members, who are appointed by the City Council for a two year term, conterminous with the Office of the Mayor, and serve as an advisory commission to the Council in the development, maintenance and regulation of city parks as the council may prescribe. The commission shall prepare and submit recommendations to the council concerning items to be purchased for the park; however, the council shall have final decision-making authority on all matters.

RECOMMENDATION

Staff recommends approval of this Commission appointment.

S.E.E IMPACT STATEMENT

Social Equity—Encourages residents, business owner/operators, and other stakeholders volunteer opportunities to actively participate in advisory processes affecting City services.

Economic Development –Board appointments in these areas support the goal to attract, expand and retain viable businesses to promote development and redevelopment.

Environmental Stewardship – The Park Commission actively supports the continued efforts

for the City to become carbon-neutral by conserving and preserving natural resources to enhance our environment with earth-friendly practices.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Leticia Callanen, Interim City Secretary

(210) 680-9322

FAX COVER SHEET --- PLEASE DELIVER IMMEDIATELY

TO: Mayor Chris Riley

FAX #: ~~XXXXXXXXXXXX~~XXXXXXXXXXXX

DATE: 9-17-13

TIME: 8:29 am

SUBJECT: Parks Commission Volunteer

PLEASE INFORM US IMMEDIATELY IF ANY PAGES ARE MISSING OR IMPROPERLY RECEIVED

1 of 3 pages

The documents accompanying this telecopy transmission contain confidential information which is legally privileged. The information is intended only for the use of the recipient named above. If you have received this telecopy in error, please immediately notify us by telephone to arrange for return of the telecopy documents to us. You are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this telecopied information is strictly prohibited.

Chris - my primary / first interest is Parks!
Thank -
Monica



City of Leon Valley - VOLUNTEERS WANTED!

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

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

HP LaserJet 3050

Fax Call Report



CITY LEON VALLEY
2106844476
Sep-17-2013 8:20AM

Job	Date	Time	Type	Identification	Duration	Pages	Result
15733	9/17/2013	8:19:36AM	Receive	2106809322 XXXXXX	0:48	3	OK

09/17/2013 09 35 2108809322

#0100 P 001/003

(210) 680-9322

FAX COVER SHEET --- PLEASE DELIVER IMMEDIATELY

TO: *Mayor Chris Riley* FAX #: ~~680-611-XXXX~~

DATE: *9-17-13* TIME: *8:29 am*

SUBJECT: *Parks Commission Volunteer*

PLEASE INFORM US IMMEDIATELY IF ANY PAGES ARE MISSING OR
IMPROPERLY RECEIVED

1 of 3 pages

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*Chris - my primary / first interest is Parks!
Thank -
Monica*

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- Community Events Committee:** The Community Events Committee (CEC) is committed to providing volunteer support and coordination for the various City-sponsored civic events including the 4th of July Celebration, the Beautification Awards Program, the Grandparents' Day Concert, and the Holiday Lighting Program. Monthly meetings are held on the third Wednesday at 6:30 p.m. at the Conference Center or Kinman House.
- Earthwise Living Committee:** The Earthwise Living Committee (EWLC) is dedicated to providing community education that will develop a sustainable way of life in harmony with the natural surroundings. The EWLC sponsors and coordinates the annual Earthwise Living Day held on the last Saturday in February. Monthly meetings are held on the second Tuesday at 6:00 p.m. at the Public Works Service Center off Evers Road.
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RECEIVED
CITY OF LEON VALLEY
NOV 26 3 50 PM '08
COMMUNITY SECURITY

- Tree Advisory Board:** This seven member (7) Board with three (3) alternate members will meet to oversee the Leon Valley Tree Challenge and work toward the City's goal to plant 10,000 trees by the year 2020. Board members serve a term co-terminus with the Mayor. This Board began meeting in July 2009 and holds their meetings monthly at 6:30 p.m. in Council Chambers on the 3rd Wednesday of the month.
- Zoning Commission:** The Zoning Commission (ZC) acts as an advisory board to the City Council on land use and zoning matters. The Commission holds public meetings on all matters relating to:
 - the creation of zoning districts
 - the enforcement of zoning regulations
 - amendments to all zoning ordinances
 - any other matter within the scope of the zoning power
 Meetings are held on the fourth Tuesday of each month at 6:30 p.m. at City Hall. There are seven (7) members and three (3) alternates.
- Leon Valley Now Volunteers:** These volunteers serve as volunteer code enforcement assistants. They patrol a designated area of the City and report violations of City Code which the Code Enforcement Officer will investigate. There are no formal meetings after the initial training sessions. These volunteers work closely with the Community Development Department and the City's Code Enforcement Officers.
- Volunteer Park Patrol:** This new volunteer group assists the Leon Valley Police Department in to helping to manage our recreational and trail areas within the City. The volunteers will be called upon to assist staff in providing a safe environment for park patrons. The Park Patrol volunteers will receive basic training in various subjects related to the position, including public relations, first aid, CPR, policies and procedures, and special event assistance. Please see the homepage of the City's website at www.leonvalleytexas.gov for additional information.
- Other Volunteer Activities:** If you would like to assist with the graffiti abatement reporting, in our library shelving books and etc., or just when there is a special event - consider checking this box. You will be assigned duties on the day of the activity and your help is always welcomed!
- Commemoration Committee:** If you would like to assist with the planning and staging of the commemoration activities celebrating the City of Leon Valley's 60th Anniversary and the Huebner-Onion Historic Homestead's (150th) Sesquicentennial Anniversary, please check this box. This is an ad-hoc Committee of the City Council.

- I would like to serve on the Committee(s) I have checked above.** Please contact me with further information regarding meetings and appointment.
- I'm not able to volunteer at this time, but perhaps in the future.**

Name	Address
Jackie Walton	6110 Forest wood st 78240
Phone Number	E-mail Address
210 559-7826	jackiewalton@xoxo.com
Alternate Phone Number	
wc 689-6565	

CITY SECRETARY

Where to return your application:

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

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MAY 21 2010

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-02-10-08

DATE: FEBRUARY 10, 2014
TO: MAYOR AND CITY COUNCIL
FROM: LETICIA CALLANEN, INTERIM CITY SECRETARY
THROUGH: MANUEL LONGORIA, JR., CITY MANAGER
SUBJECT: CONSIDERATION OF COMMITTEE APPOINTMENTS – TIER III

PURPOSE

The City of Leon Valley has opportunities on Tier III Boards for membership. The following applications have been submitted indicating the individual's preferences for serving on these committees.

This action will approve the appointment of:

- a. Ms. Sylvia Stein to the Earthwise Living Committee.
- b. Ms. Jackie Walton to the Community Events Committee.
- c. Mr. Travis Nelson and Mrs. Cathy Nelson to serve on the Community Events Committee.

These particular Tier III committees are ad-hoc committees called upon for specific tasks or projects. Committees that fall under this Tier could automatically dissolve or sunset upon completion of its charge, or the time prescribed by City Council.

RECOMMENDATION

Staff recommends approval of these committee appointments.

S.E.E IMPACT STATEMENT

Social Equity—Encourages residents, business owner/operators, and other stakeholders volunteer opportunities to actively participate in advisory processes affecting City services.

Economic Development –Committee appointments in these areas support the goal to attract, expand and retain viable businesses to promote development and redevelopment.

Environmental Stewardship – The Earthwise Living Committee actively supports the continued efforts for the City to become carbon-neutral by conserving and preserving natural resources to enhance our environment with earth-friendly practices.

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Leticia Callanen, Interim City Secretary

each month at 7:00 p.m. at City Hall. There are nine (9) members on this commission.

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

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	City Branding/Identity - To help determine the City's branding, logos, and identity for recommendation to the City Council
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 CITY SECRETARY

Name	Address
Sylvia Stein	5404 Bandera Road, San Antonio, Texas 78238
Phone Number	E-mail Address
210-528-4620	Sylvia.stein@intertek.com
Alternate Phone Number	
210-373-6822	

I have felony convictions. I do not have felony convictions.
This information will not disqualify you from consideration.

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Other Leon Valley Community Volunteer Opportunities:

Community Group	Contact Name/Phone	Website
American Legion	Walter Geraghty 210-684-4189	No website is currently available
Forest Oaks Garden Club	Jean Johnson 210-543-1005	Forest Oaks Garden Club http://www.leonvalleytexas.gov/el_verde_2020/f_o_garden_club.php
Friends of the Leon Valley Public Library	Carol Poss 210-684-8586	www.FriendsofLvpl.org
Leon Valley Chamber of Commerce	Tony Flores 210-681-8540	www.Leonvalleyareachamber.org
Leon Valley Historical Society	Carol Poss 210-684-8586	http://www.e2sq.com/lvhs/home.htm
Northwest Seniors	Clarence Swart 210-520-5572	No website is currently available. See their annual schedule on-line: www.leonvalleytexas.gov

Your information will be shared with only those groups you select. The City of Leon Valley does not guarantee nor infer membership in any of the above groups. Your information will be forwarded only to those groups in which you have expressed interest by checking the box to the left of the organization name.

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 CITY SECRETARY



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- XX** **Earthwise Living Committee:** The Earthwise Living Committee (EWLC) is dedicated to providing community education to assist in learning to live a sustainable way of life in harmony with the natural surroundings. The EWLC sponsors and coordinates the annual Earthwise Living Day held on the last Saturday in February. Monthly meetings are held on the second Tuesday at 6:00 p.m. at the Public Works Service Center off Evers Road.
- Library Board of Trustees:** This Board of seven appointed members serve for terms of 2 years, and meets the second Monday of each month in the Library at 7:00 p.m. to discuss Library projects, plans, and to review Library policies.
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City of Leon Valley - VOLUNTEERS WANTED!

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

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COMMUNITY SECURITY

- Tree Advisory Board:** This seven member (7) Board with three (3) alternate members will meet to oversee the Leon Valley Tree Challenge and work toward the City's goal to plant 10,000 trees by the year 2020. Board members serve a term co-terminus with the Mayor. This Board began meeting in July 2009 and holds their meetings monthly at 6:30 p.m. in Council Chambers on the 3rd Wednesday of the month.
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- Leon Valley Now Volunteers:** These volunteers serve as volunteer code enforcement assistants. They patrol a designated area of the City and report violations of City Code which the Code Enforcement Officer will investigate. There are no formal meetings after the initial training sessions. These volunteers work closely with the Community Development Department and the City's Code Enforcement Officers.
- Volunteer Park Patrol:** This new volunteer group assists the Leon Valley Police Department in to helping to manage our recreational and trail areas within the City. The volunteers will be called upon to assist staff in providing a safe environment for park patrons. The Park Patrol volunteers will receive basic training in various subjects related to the position, including public relations, first aid, CPR, policies and procedures, and special event assistance. Please see the homepage of the City's website at www.leonvalleytexas.gov for additional information.
- Other Volunteer Activities:** If you would like to assist with the graffiti abatement reporting, in our library shelving books and etc., or just when there is a special event - consider checking this box. You will be assigned duties on the day of the activity and your help is always welcomed!
- Commemoration Committee:** If you would like to assist with the planning and staging of the commemoration activities celebrating the City of Leon Valley's 60th Anniversary and the Huebner-Onion Historic Homestead's (150th) Sesquicentennial Anniversary, please check this box. This is an ad-hoc Committee of the City Council.

- I would like to serve on the Committee(s) I have checked above.** Please contact me with further information regarding meetings and appointment.
- I'm not able to volunteer at this time, but perhaps in the future.**

Name	Address
Jackie Walton	6110 Forest wood st 78240
Phone Number	E-mail Address
210 559-7826	jackiewalton@xoxo.com
Alternate Phone Number	
wc 689-6565	

CITY SECRETARY

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Feb. 10 mtg



City of Leon Valley VOLUNTEERS WANTED!

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CITY SECRETARY

510-875-115

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 CITY SECRETARY

- I would like to serve on the Committee(s) I have checked above. Please contact me with further information regarding meetings and appointment.
- I'm not able to volunteer at this time, but perhaps in the future.

Name Cathy Nelson	Address 6702 Yellow Rose
Phone Number 210-298-0142	E-mail Address LV, TX 78238
Alternate Phone Number 210-298-0142	cathynelson@gmail.com

- I have felony convictions.
- I do not have felony convictions.
This information will not disqualify you from consideration.

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Feb. 10 mtg



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

Name Travis Nelson	Address 6702 Yellow Rose
Phone Number 210-298-XXXX	LV, TX 78238
Alternate Phone Number 210-298-XXXX	E-mail Address General@Stars77@yahoo.com

- I have felony convictions.
 - I do not have felony convictions.
- This information will not disqualify you from consideration.*

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 CITY SECRETARY

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-02-10-09

DATE: FEBRUARY 10, 2014

TO: MAYOR AND CITY COUNCIL

SUBJECT: APPROVAL OF A BUDGET ADJUSTMENT AND RELATED ORDINANCE IN THE AMOUNT OF \$52,400 FOR THE WATER FUND FOR THE PURPOSE OF CONSTRUCTING A DETENTION POND NEAR THE HUEBNER WELL SITE

PURPOSE

In May of 2013, the City was deeded a 3.89 acre tract of land in the 7400 block of Huebner Road. In return for this land, the City agreed to construct a detention pond to facilitate stormwater runoff prevention in that area. The owner paid the City for this construction and the funds were deposited into the Water and Sewer Fund. In order to pay for labor, materials and equipment for the project, a budget adjustment is needed. The detention pond will be constructed by Public Works employees.

The following budget adjustment is needed for the Water and Sewer Fund:

\$52,400

FISCAL IMPACT

None. This is a pass-through action.

S.E.E. IMPACT STATEMENT

Social Equity – Reducing stormwater runoff pollutants and flooding helps to protect public health.

Economic Development – Reduces costs associated with removing pollutants from our water sources.

Environmental Stewardship – Effective management of storm water runoff provides for improvement in the quality of the receiving water bodies and in conservation of water resources.

STRATEGIC GOALS STATEMENT

Item 2(b) Examine the Parks System to Incorporate LC-17 and Silo Property Conveyance

The construction of the detention pond will allow access to the rear portion of the property for a pocket park, as recommended in the 2014 Parks, Recreation and Open Space Master Plan

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

AN ORDINANCE

APPROVING AMENDMENTS TO THE ORIGINAL BUDGET OF THE CITY OF LEON VALLEY, TEXAS, FOR THE FISCAL YEAR OF 2014

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

1. The attached Mayor and Council Communication #2014-02-10-xx contains an amendment to the original Budgets for the City of Leon Valley, Texas, for the Fiscal Year 2014 a true copy of which is file in the office of the City Secretary and made a part hereof by reference, are hereby amended and approved and ordered filed in the office of the City Secretary.

Water and Sewer Fund

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

PASSED and **APPROVED** this 10th day of February, 2014.

Mayor

ATTEST:

Leticia Callanen, Interim City Secretary

APPROVED AS TO FORM:

City Attorney

City of Leon Valley
Budget Adjustment
Water & Sewer Fund
Huebner Road Well Site Detention Pond

City Council Meeting
February 10, 2014

Purpose

- May of 2013 - City was deeded 3.89 acre tract in 7400 block of Huebner Road
- In return, City agreed to construct a detention pond
 - to facilitate stormwater runoff prevention in that area
- Owner paid City for the construction
 - funds were deposited into the Water & Sewer Fund
- In order to pay for labor, materials and equipment for the project, a budget adjustment is needed
- The detention pond will be constructed by Public Works employees

Site Plan



Fiscal Impact

- The following budget adjustment is needed for the Water and Sewer Fund:
 - » \$52,400

Recommendation

- Recommend approving a budget adjustment and related ordinance, in the amount of \$52,400
- For purpose of constructing a detention pond in the 7400 blk of Huebner Road
- Meets City Council Strategic Goals for 2013-2014 by continuing to improve the City's Capital and Planning Projects

S.E.E. Statement

- Social Equity – Reducing stormwater runoff pollutants and flooding helps to protect public health
- Economic Development – Reduces costs associated with removing pollutants from our water sources
- Environmental Stewardship – Effective management of storm water runoff provides for improvement in the quality of the receiving water bodies and in conservation of water resources

Strategic Goals Statement

- Item 2(b) Examine the Parks System to Incorporate LC-17 and Silo Property Conveyance
 - The construction of the detention pond will allow access to the rear portion of the property for a pocket park, as recommended in the 2014 Parks, Recreation and Open Space Master Plan

City of Leon Valley
Budget Adjustment
Water and Sewer Fund
Huebner Road Well Site Detention Pond

City Council Meeting
February 10, 2014

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-02-10-10

DATE: February 10, 2014
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: APPROVAL OF QUARTERLY INVESTMENT REPORT FOR THE QUARTER ENDED SEPTEMBER 30, 2013

PURPOSE

Approval of the Quarterly Investment Report for the quarter ended December 31, 2013.

RECOMMENDATION

Approve the Quarterly Investment Report for the quarter ended December 31, 2013.

S.E.E IMPACT

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

A. Safety

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

B. Liquidity

The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated. Liquidity shall be achieved by matching investment maturities with forecasted cash flow requirements;

thereby avoiding the need to liquidate investments under adverse market condition. It is the intent of the City to invest its funds to maturity.

C. Diversification

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

D. Yield

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

Economic Development - N/A

Environmental Stewardship - N/A

FISCAL IMPACT

None.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST: _____

City of Leon Valley, Texas
Quarterly Investment Report
October 1, 2013 - December 31, 2013

February 10, 2014

Honorable Mayor Riley and City Council Members:

The Quarterly Investment Report for the City of Leon Valley, Texas for the quarter ended December 31, 2013 is hereby submitted.

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

For the quarter, TexPool's average monthly rate ranged between .0498% and .0372%, compared to the quarter ended September 30, 2013 yield of between .0531% and .0394%. In comparison, interest rates for 13-week U.S. Treasury Bills ranged between .132% and .035% for the quarter.

A cash flow analysis is made to determine the cash liquidity needs of the City. The City must have ready access to liquid cash to provide for day-to-day business needs, accounts payable, payroll, and capital projects. Short-term dollars are maintained in checking accounts, investment pools, or certificate of deposits. As of December 31, 2013 the City had \$15,246,849.23 in its investment portfolio.

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

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



Manuel Longoria, Jr.
City Manager



Vickie Wallace
Finance Director

**CITY OF LEON VALLEY, TEXAS
 INVESTMENT PORTFOLIO SUMMARY
 FOR THE QUARTER ENDED DECEMBER 31, 2013**

FUND	VALUE BY TYPE OF INVESTMENT		INTEREST EARNED FOR QUARTER	TOTAL
	INVESTMENT POOL	CERTIFICATE OF DEPOSITS		
GENERAL FUND	\$ 3,643,509.66	\$ -	\$ 369.97	\$ 3,643,509.66
ENTERPRISE FUND	\$ 2,755,614.13	\$ -	\$ 304.53	\$ 2,755,614.13
COMMUNITY CENTER	\$ 71.28	\$ -	\$ -	\$ 71.28
POLICE FORFEITURE TRUST	\$ 336,342.69	\$ -	\$ 37.14	\$ 336,342.69
STREET SALES TAX	\$ 542,316.95	\$ -	\$ 71.83	\$ 542,316.95
CAPITAL PROJECT FUND	\$ 6,709,210.85	\$ -	\$ 741.48	\$ 6,709,210.85
CIED FUND	\$ 1,259,783.67	\$ -	\$ 139.27	\$ 1,259,783.67
TOTAL INVESTMENT PORTFOLIO AS OF 12/31/13			\$ 1,664.22	\$ 15,246,849.23

**GENERAL FUND
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED DECEMBER 31, 2013**

INVESTMENT POOL - TEXPOOL							
DATE	ACCOUNT NUMBER	SHARES PURCHASED	SHARES REDEEMED	PRICE PER SHARE	SHARES OWNED	MARKET VALUE	
AS OF 09/30/13	151400005			1.000	\$ 3,243,139.69	\$	3,243,139.69
10/31/2013	151400005	\$ 200,139.11	\$ -	1.000	\$ 3,443,278.80	\$	3,443,278.80
11/30/2013	151400005	\$ 125.56	\$ 300,000.00	1.000	\$ 3,143,404.36	\$	3,143,404.36
12/31/2013	151400005	\$ 500,105.30	\$ -	1.000	\$ 3,643,509.66	\$	3,643,509.66
TOTAL TEXPOOL AS OF 12/31/13						\$	3,643,509.66

CERTIFICATES OF DEPOSIT							
PURCHASE DATE	INVESTMENT	TERM	MATURITY DATE	YIELD AT PURCHASE	FACE VALUE	MARKET VALUE	
TOTAL CERTIFICATES OF DEPOSIT AS OF 12/31/13						\$	-

TOTAL GENERAL FUND INVESTMENT PORTFOLIO AS OF 12/31/13 \$ 3,643,509.66

**ENTERPRISE FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED DECEMBER 31, 2013**

INVESTMENT POOL - TEXPOOL							
DATE	ACCOUNT NUMBER	SHARES PURCHASED	SHARES REDEEMED	PRICE PER SHARE	SHARES OWNED	MARKET VALUE	
AS OF 09/30/13	151400003			1.000	\$ 2,755,309.60	\$ 2,755,309.60	
10/31/2013	151400003	\$ 116.56	\$ -	1.000	\$ 2,755,426.16	\$ 2,755,426.16	
11/30/2013	151400003	\$ 101.00	\$ -	1.000	\$ 2,755,527.16	\$ 2,755,527.16	
12/31/2013	151400003	\$ 86.97	\$ -	1.000	\$ 2,755,614.13	\$ 2,755,614.13	
TOTAL TEXPOOL AS OF 12/31/13						\$ 2,755,614.13	

CERTIFICATES OF DEPOSIT						
PURCHASE DATE	INVESTMENT	TERM	MATURITY DATE	VALUE AT PURCHASE	FACE VALUE	MARKET VALUE
TOTAL CERTIFICATES OF DEPOSIT AS OF 12/31/13						\$ -

TOTAL ENTERPRISE FUND INVESTMENT PORTFOLIO AS OF 12/31/13 \$ 2,755,614.13

**COMMUNITY CENTER
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED DECEMBER 31, 2013**

INVESTMENT POOL - TEXPOOL							
DATE	ACCOUNT NUMBER	SHARES PURCHASED	SHARES REDEEMED	PRICE PER SHARE	SHARES OWNED	MARKET VALUE	
AS OF 09/30/13	151400001				\$ 71.28	\$ 71.28	
10/31/2013	151400001	\$ -	\$ -	1.000	71.28	\$ 71.28	
11/30/2013	151400001	\$ -	\$ -	1.000	71.28	\$ 71.28	
12/31/2013	151400001	\$ -	\$ -	1.000	71.28	\$ 71.28	
TOTAL TEXPOOL AS OF 12/31/13						\$ 71.28	

TOTAL COMMUNITY CENTER INVESTMENT PORTFOLIO AS OF 12/31/13	\$ 71.28
---	-----------------

**POLICE FORFEITURE TRUST ACCOUNT
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED DECEMBER 31, 2013**

INVESTMENT POOL - TEXPOOL							
DATE	ACCOUNT NUMBER	SHARES PURCHASED	SHARES REDEEMED	PRICE PER SHARE	SHARES OWNED	MARKET VALUE	
AS OF 09/30/13	151400008			1.000	\$ 336,305.55	\$ 336,305.55	
10/31/2013	151400008	\$ 14.19	\$ -	1.000	\$ 336,319.74	\$ 336,319.74	
11/30/2013	151400008	\$ 12.34	\$ -	1.000	\$ 336,332.08	\$ 336,332.08	
12/31/2013	151400008	\$ 10.61	\$ -	1.000	\$ 336,342.69	\$ 336,342.69	
TOTAL TEXPOOL AS OF 12/31/13						\$ 336,342.69	

TOTAL POLICE FORFEITURE INVESTMENT PORTFOLIO AS OF 12/31/13 \$ 336,342.69

**STREET TAX
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED DECEMBER 31, 2013**

INVESTMENT POOL - TEXPOOL							
DATE	ACCOUNT NUMBER ACCOUNT	SHARES PURCHASED SHARES	SHARES REDEEMED SHARES	PRICE PER SHARE PRICE PER	SHARES OWNED SHARES	MARKET VALUE MARKET	
AS OF 09/30/13	151400005			1.000	\$ 592,245.12	\$ 592,245.12	
10/31/2013	151400005	\$ 200,026.95	\$ -	1.000	\$ 792,272.07	\$ 792,272.07	
11/30/2013	151400005	\$ 27.76	\$ 250,000.00	1.000	\$ 542,299.83	\$ 542,299.83	
12/31/2013	151400005	\$ 17.12	\$ -	1.000	\$ 542,316.95	\$ 542,316.95	
TOTAL TEXPOOL AS OF 12/31/13						\$ 542,316.95	

TOTAL STREET TAX INVESTMENT PORTFOLIO AS OF 12/31/13 \$542,316.95

**CAPITAL PROJECT FUND
 INVESTMENT PORTFOLIO
 BY TYPE OF INVESTMENT
 FOR THE QUARTER ENDED DECEMBER 31, 2013**

INVESTMENT POOL - TEXPOOL								
DATE	ACCOUNT NUMBER	SHARES PURCHASED	SHARES REDEEMED	PRICE PER SHARE	SHARES OWNED	MARKET VALUE		
AS OF 09/30/13	151400013			1.000	\$ 6,708,469.37	\$ 6,708,469.37		
10/31/2013	151400013	\$ 283.87		1.000	\$ 6,708,753.24	\$ 6,708,753.24		
11/30/2013	151400013	\$ 245.87	\$ -	1.000	6,708,999.11	6,708,999.11		
12/31/2013	151400013	\$ 211.74	\$ -	1.000	\$ 6,709,210.85	\$ 6,709,210.85		
TOTAL TEXPOOL AS OF 12/31/13							\$ 6,709,210.85	

TOTAL 2009 PPFCO INVESTMENT PORTFOLIO AS OF 12/31/13	\$ 6,709,210.85
---	------------------------

CIED FUND
INVESTMENT PORTFOLIO
BY TYPE OF INVESTMENT
FOR THE QUARTER ENDED DECEMBER 31, 2013

INVESTMENT POOL - TEXPOOL									
DATE	ACCOUNT NUMBER	SHARES PURCHASED	SHARES REDEEMED	PRICE PER SHARE	SHARES OWNED	MARKET VALUE			
AS OF 09/30/13	151400013			1.000	\$ 1,259,644.40	\$ 1,259,644.40			
10/31/2013	151400013	\$ 53.33	\$ -	1.000	\$ 1,259,697.73	\$ 1,259,697.73			
11/30/2013	151400013	\$ 46.19	\$ -	1.000	\$ 1,259,743.92	\$ 1,259,743.92			
12/31/2013	151400013	\$ 39.75	\$ -	1.000	\$ 1,259,783.67	\$ 1,259,783.67			
TOTAL TEXPOOL AS OF 12/31/13							\$ 1,259,783.67		

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-02-10-11

DATE: February 10, 2014

TO: MAYOR AND CITY COUNCIL

FROM: MANUEL LONGORIA JR., CITY MANAGER

SUBJECT: AN ORDINANCE AMENDING ORDINANCE #99-01 PERTAINING TO THE PREVAILING WAGES PAID BY THE CITY FOR PUBLIC CAPITAL PROJECTS AND ADOPTING A PREVAILING WAGE FOR USE ON THE MUNICIPAL FACILITIES CAPITAL PROJECT

PURPOSE

Ordinance #99-01 was adopted by the City Council in 1999 to address prevailing wages on City capital projects. The purpose of this item is to amend Section 4: Determination of Prevailing Wage Rates Subsection A (1) by replacing Attachment A for building trades with the Minimum Wage Rate Determination Schedule used by the Northside Independent School District (NISD) for their capital facility construction projects. The schedule is attached as an exhibit to this memorandum and replaces "Attachment A" in Ordinance #99-01.

FISCAL IMPACT

There is no cost associated with the approval of this item.

RECOMMENDATION

Staff recommends approval of this amendment.

S.E.E STATEMENT

Social Equity – The new wage rates will provide more current prevailing wages for individuals working on city capital projects.

Environmental Stewardship – N/A.

Economic Development – Higher wages provided through this policy change provides more income to workers that circulate through the community providing for economic empowerment and more spending in the community.

APPROVED:_____ DISAPPROVED:_____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Interim City Secretary

MINIMUM HOURLY WAGE RATE

BUILDING CONSTRUCTION

Air Conditioning Mechanic	\$22.96
Air Conditioning Mechanic Helper	\$ 8.82
Air Conditioning Serviceman	\$21.86
Air Conditioning Serviceman Helper	\$10.10
Bricklayer/Stone Mason	\$18.16
Carpenter, Form	\$12.02
Carpenter, Trim and Finish	\$14.92
Concrete Finisher	\$12.47
Drywall Installer	\$14.38
Electrician	\$18.93
Electronic Technician	\$14.45
Floor Layer, Resilient	\$12.00
Glazier	\$10.88
Ironworker, Reinforcing	\$10.19
Ironworker, Structural	\$12.50
Ironworker, Structural Helper	\$11.06
Laborer, Skilled	\$ 9.94
Laborer, Unskilled	\$ 8.10
Operator, Crane	\$15.90
Operator, Forklift	\$12.50
Painter	\$10.00
Pipefitter	\$23.10
Pipefitter, Helper	\$ 9.45
Plumber	\$23.93
Plumber Helper	\$ 9.65
Roofer	\$ 9.95
Roofer, Helper	\$ 9.01
Sheet Metal Worker, Roofing	\$13.92
Sheet Metal Worker, Roofing Helper	\$ 9.46
Sheet Metal Worker, Ductwork	\$20.87
Sheet Metal Worker, Ductwork Helper	\$ 7.99
Sprinkler System Installer (Fitter)	\$18.70
Tile Installer, Ceramic	\$12.15
Waterproofer Installer	\$10.92
Welder, Certified Pipe	\$24.14
Welder, Structural	\$13.68

SITework, PAVING, AND UTILITY CONSTRUCTION

Carpenter, Rough	\$14.90
Laborer, Common	\$ 9.93
Laborer, Utility	\$ 9.50
Operator, Crane	\$11.50
Operator, Front-end-Loader (<2.5c.y.)	\$11.08
Operator, Motor Grader (Fine)	\$14.63
Pipelayer	\$ 9.30
Steelworker, Structural	\$13.11
Truck Driver, Single Axle, Light	\$10.51
Truck Driver, Tandem Axle or Semi	\$11.78

Any worker employed on this project shall be paid at the rate of one and a half (1-1/2) times the regular rate for every hour worked in excess of forty (40) hours per week.

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-02-10-12

DATE: FEBRUARY 10, 2014
TO: MAYOR AND CITY COUNCIL
FROM: MELINDA MORITZ, PUBLIC WORKS DIRECTOR
THROUGH: MANUEL LONGORIA, JR., CITY MANAGER
SUBJECT: PROPOSED LEON VALLEY HIKE & BIKE TRAIL ALIGNMENT CONFIGURATION

PURPOSE

To gain City Council decision and approval of an ordinance for the Hike & Bike Trail alignment configuration.

BACKGROUND

At the January 13, 2014 City Council meeting, staff was directed to provide an Opinion of Probable Construction Costs for the proposed Hike & Bike Trail alignment Options 1 & 3, as presented at that meeting. In addition, staff was directed to meet with the stakeholders and to move the trail alignment configuration on the section from El Verde to Shadow Mist closer to the creek bed. Other direction included delaying construction of the trail below Bandera Road until such time as the property is conveyed to City (2017).

- On January 14th, the Park Commission reviewed both the City Council presentation and the direction given to staff.
- On February 3rd, the Mayor, City Manager, and the Director of Public Works met with the Metropolitan Planning Organization (MPO). Direction was given to change the scope of work, move the project to the 2015 TIP, and gain approval from MPO Board.
- On February 5th, the City Manager and the Director of Public Works met with TxDOT. Direction was given to submit an ordinance, approved by the City Council, specifying and approving the change in the scope of work, the delay of construction below Bandera Road, and moving the project to the 2015 TIP.

Mr. Jess Swaim of the IDS Engineering Group will present the Opinion of Probable Construction Costs for the trail alignment configuration options to the City Council.

FISCAL IMPACT

None.

RECOMMENDATION

Approve an ordinance specifying trail alignment configuration, approving the change in the scope of work, to delay construction of the trail below Bandera Road, and moving the project to the 2015 TIP.

S.E.E. IMPACT STATEMENT

Social Equity – The trail will provide additional outdoor recreation opportunities for all citizens.

Economic Development – Maintaining attractive recreational resources provides additional incentive for citizens and businesses to relocate or stay in Leon Valley.

Environmental Stewardship – A Hike & Bike Trail is a prudent use of natural resources and assures the highest and best use of our floodplain/way properties.

STRATEGIC GOALS STATEMENT

Item 2 (b) Examine Parks system to incorporate LC-17 and the Silo property

Development of the Hike and Bike Trail is consistent with City Council goals for the incorporation of the LC-17 lands and for community involvement.

ATTEST:

Leticia Callanen, Interim City Secretary

AN ORDINANCE

APPROVING A HIKE AND BIKE TRAIL ALIGNMENT CONFIGURATION, DELAYING CONSTRUCTION OF A PORTION OF THE PROPOSED TRAIL AND REVISING THE DATE OF THE STP-MM TIP FROM 2014 TO 2015

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

WHEREAS, in March of 2013, the MPO approved the project known as the Leon Valley Hike and Bike Trail, at their November 2012 meeting as an STP-MM 2014 project; and

WHEREAS, at the February 10, 2014 City Council meeting, the trail alignment configuration was redefined;

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

1. The Hike & Bike trail alignment will be as proposed in Exhibit A.
2. The proposed portion of the trail below the Bandera Road (SH16) bridge, from El Verde Road to Shadow Mist, as depicted in Exhibit B, be moved to the creek bed and delayed until such time as the property is conveyed to the City.
3. The project be moved from the Metropolitan Planning Organization's 2014 STP-MM project year to the year 2015.
3. This ordinance shall become effective on and after its passage, approval, and publication, as prescribed by law.

PASSED and **APPROVED** this the 10th day of February, 2014.

Mayor Chris Riley

ATTEST:

Leticia Callanen, City Secretary

APPROVED AS TO FORM:

City Attorney

City of Leon Valley
Hike & Bike Trail
Alignment Configuration

City Council Meeting
February 10, 2014

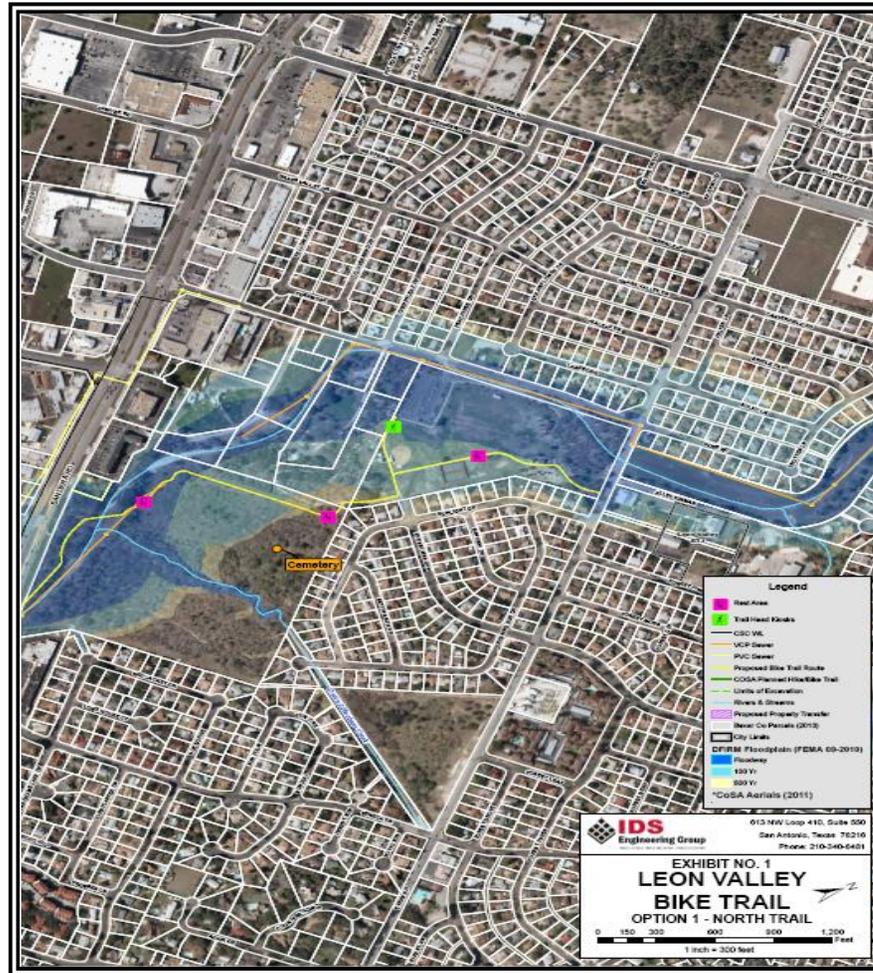
Purpose

- To gain City Council decision and approval of ordinance for final Hike & Bike Trail alignment configuration

Background

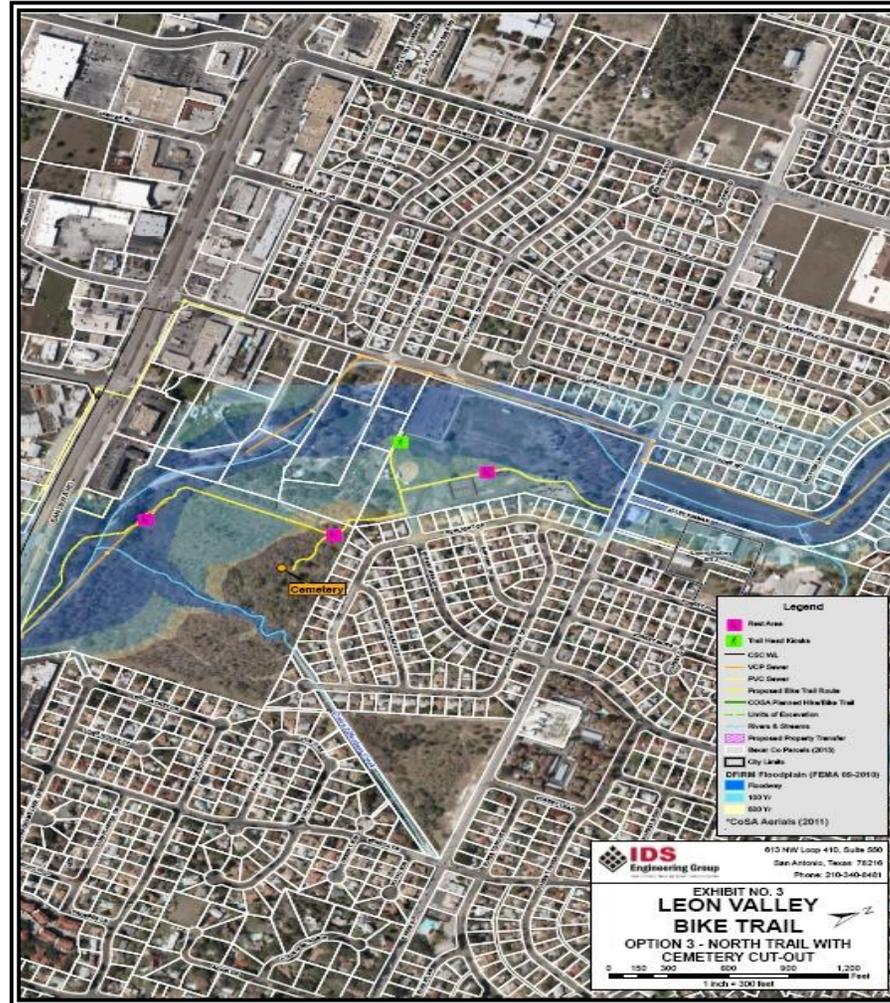
- January 13, 2014 CC meeting - presented three trail alignment configuration options
- Council direction to staff:
 - Provide Probable Opinion of Construction Costs for Options 1 & 3
 - Meet with stakeholders
 - Move trail alignment from El Verde to Shadow Mist to creek bed
 - Delay construction below Bandera Road until property is conveyed to City (2017)

Option 1



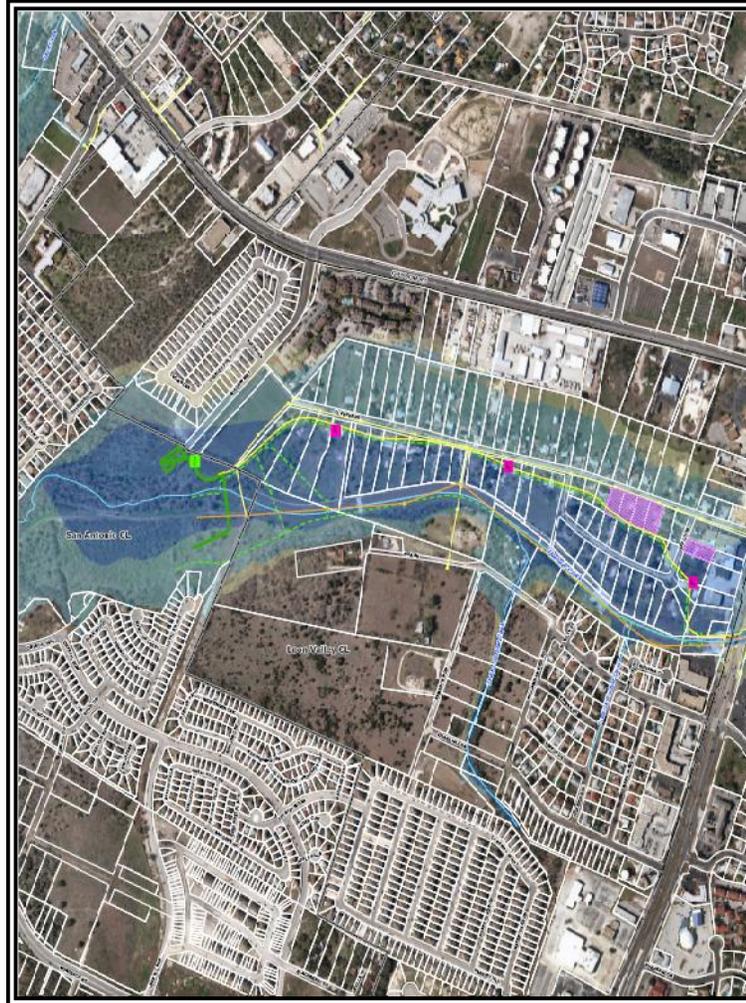
Trail along perimeter of Natural Area and Huebner Creek, as in conceptual plan

Option 3



Trail as conceptualized, with short trail to gravesite

Future Trail Construction



Trail as conceptualized, with short trail to gravesite

Background

- 1/14/14 – Reviewed Council presentation and direction at Park Commission meeting
- 2/3/14 – Met with MPO:
 - Change the scope of work, move project to 2015 TIP, gain approval from MPO Board
- 2/5/14 – Met with TxDOT:
 - Provide ordinance or resolution specifying change in scope and year
- 2/10/14 - IDS Engineering Group to present Opinion of Probable Costs to Council

Staff Recommendation

- Approve ordinance to change scope of work and postpone El Verde portion of trail to 2017

S.E.E. Statement

- Social Equity – The trail will provide additional outdoor recreation opportunities for all citizens
- Economic Development – Maintaining attractive recreational resources provides additional incentive for citizens and businesses to relocate or stay in Leon Valley
- Environmental Stewardship – A Hike & Bike Trail is a prudent use of natural resources and assures the highest and best use of our floodplain/way properties

City of Leon Valley
Hike & Bike Trail
Alignment Configuration

City Council Meeting
February 10, 2014

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-02-10-13

DATE: February 10, 2014
TO: Mayor and Council
FROM: Vickie Wallace, Finance Director
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: APPROVAL OF COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR 2013

PURPOSE

Approve the attached Comprehensive Annual Financial Report for Fiscal Year 2013.

FISCAL IMPACT

None.

RECOMMENDATION

Approve the Comprehensive Annual Financial Report for Fiscal Year 2013.

S.E.E. IMPACT

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

Economic Development - N/A

Environmental Stewardship - N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:



ALONZO.BaCaRISSE
IRVINE + PaLMER^{P.C.}

CERTIFIED PUBLIC ACCOUNTANTS and ADVISORS

**City of Leon Valley
Comprehensive Annual
Financial Report
Year Ended September 30, 2013**



What's in the Comprehensive Annual Financial Report (CAFR)

- Introduction
- Independent Auditor's Report
- Management Discussion & Analysis
- Government-wide Financial Statements
- Fund Financial Statements
- Notes to the Financial Statements
- Required Supplemental Information
- Supplemental Combining & Individual Financial Statements & Schedules
- Statistical Tables



Independent Auditor's Report

- Audit Standards to follow
 - Generally Accepted Auditing Standards
- Purpose
 - To form an independent opinion on whether the financial statements are presented in accordance with Generally Accepted Accounting Principles (GAAP).
- Independent opinion on the financial statements
 - Audit is “unmodified”
 - This is the best opinion that can be given for an independent audit. It means we have no modifying statements in our opinion letter.



Management Discussion & Analysis

- Financial Highlights
- Overview of the Financial Statements
- Government-wide Financial Analysis
- Financial Analysis of the City's Funds
- Budgetary Highlights
- Capital Assets and Debt
- Requests for Information



Financial Highlights

- Government-Wide Financial Statements
 - Assets of the City exceeded its liabilities by \$13 million at September 30, 2013.
 - Governmental activities net position increased by \$2,285,970.
 - Governmental activities revenue increased \$1,646,728 and expenses decreased \$317,203 from the 2012 fiscal year.



Financial Highlights (Continued)

	PRIMARY GOVERNMENT			COMPONENT UNIT
	GOVERNMENTAL	BUSINESS-TYPE	TOTAL	
	ACTIVITIES	ACTIVITIES		
<u>NET POSITION</u>				
Net investment in				
Capital Assets	6,374,117	3,867,460	10,241,577	-
Restricted for				
Inventory	13,784	-	13,784	-
Prepaid Expense	41,313	-	41,313	-
Parks	49,726	-	49,726	-
Public Education Grants	52,251	-	52,251	-
Water Supply	-	392,203	392,203	-
Storm Water Fee	-	674,297	674,297	-
Unrestricted Net Position	<u>6,496,088</u>	<u>1,829,758</u>	<u>8,325,846</u>	<u>528,293</u>
Total Net Position	<u>13,027,279</u>	<u>6,763,718</u>	<u>19,790,997</u>	<u>528,293</u>



Financial Highlights (Continued)

- Fund Financial Statements
 - The General Fund's fund balance at the end of the 2013 fiscal year was \$3,652,107 and the combined fund balance for all funds was \$13,486,597
 - Fund balance for the general fund increased \$336,666. The increase is the result of higher than expected ad valorem collections, contributions for capital improvements and personnel vacancies.



Financial Highlights (Continued)

	GENERAL FUND	CAPITAL PROJECTS FUND	CIED	OTHER NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
FUND BALANCES					
Nonspendable	54,278	-	-	819	55,097
Restricted:					
Capital Projects	-	6,872,585	-	-	6,872,585
Public Education Grants	52,251	-	-	-	52,251
Park Fund	49,531	-	-	-	49,531
Park Bucks	195	-	-	-	195
Debt Service	-	-	-	209,391	209,391
Special Revenue	-	-	1,279,591	1,338,001	2,617,592
Committed:					
Disaster Emergencies	900,000	-	-	-	900,000
Assigned:					
Library Construction	14,135	-	-	-	14,135
Road Development	125,000	-	-	-	125,000
Unassigned:	<u>2,456,717</u>	<u>-</u>	<u>-</u>	<u>134,103</u>	<u>2,590,820</u>
Total Fund Balances	<u>3,652,107</u>	<u>6,872,585</u>	<u>1,279,591</u>	<u>1,682,314</u>	<u>13,486,597</u>



Financial Highlights (Continued)

- Fund Financial Statements

- The water and sewer fund net position increased by \$37,145 to \$6,763,718 for the fiscal year.
- Increase to net position is the result of rate increases during the year.

	BUSINESS-TYPE ACTIVITY WATER AND WASTEWATER
<u>NET POSITION</u>	
Net Investment in Capital Assets	3,867,460
Restricted Net Position	
Water Supply Fee Reserve	392,203
Storm Water Fee Reserve	674,297
Unrestricted Net Position	
Appropriated for Capital Outlay	1,479,758
Unrestricted Unappropriated Net Position	<u>350,000</u>
Total Net Position	<u>6,763,718</u>



Letter on Conduct of Audit

- Accounting Policies
- Accounting Estimates
- Difficulties
- Misstatements
- Disagreements
- Management Representations
- Consultations with other Independent Accountants
- Compliance with the Public Funds Investment Act



QUESTIONS?

CONTACT INFORMATION

Janet Pitman, CPA

jpitman@abipcpa.com

(210) 341-2581



CITY OF LEON VALLEY, TEXAS
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FISCAL YEAR ENDED SEPTEMBER 30, 2013

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INTRODUCTORY SECTION

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February 10, 2014

The Honorable Mayor, Members of City Council
and Citizens of the City of Leon Valley:

State law requires that every general-purpose local government publish within six months of the close of each fiscal year a complete set of audited financial statements. This report is published to fulfill that requirement for the fiscal year ended September 30, 2013.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

The City of Leon Valley financial statements have been audited by ABIP, P.C., a firm of licensed certified public accountants. They have issued an unqualified "clean" opinion on the City of Leon Valley's financial statements for the year ended September 30, 2013. The independent report is located at the front of the financial section of this report.

Management's discussion and analysis (MD&A) immediately follows the independent auditor report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction with it.

PROFILE OF THE GOVERNMENT

The City, incorporated in 1952, is a residential community located in south central Texas in the northwest portion of the San Antonio Metropolitan Statistical Area. The City is located in Bexar County, Texas. Bexar County's economy is based on military, tourism, agriculture, limestone mining, medical facilities, and manufacturing. The City has a land area of 3.5 square miles and is surrounded on all sides by the City of San Antonio. Most City residents are employed within the greater San Antonio Metropolitan Statistical Area. A full range of services is provided to residents and businesses, including police and fire protection, construction and maintenance of streets and infrastructure, recreational activities, and water and sewer utilities. The City population based upon the 2010 census is 10,866. The City is empowered to levy a property tax on both real and personal property located within its boundaries. The City's property tax rate is average compared to the rest of Bexar County.

The City is operated under the council-manager form of government. Policy making and legislative authority are vested in the City Council, which consists of a mayor and a five-member council. The Council is elected on a non-partisan basis at large. Council members are elected to two-year staggered terms. The Mayor is elected at large to a two-year term. The City Council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees and the hiring of a City Manager. The City Manager is responsible for carrying out the policies and ordinances of the governing Council, overseeing the day-to-day operations of the City, and appointing the heads of the City's departments.

The City maintains extensive budgetary controls. The objective of these controls is to ensure the proper safeguarding of City assets, compliance with State budgetary statutes and compliance with legal provisions embodied in the annual budget approved by the City Council. Activities of the General Fund, Debt Service Fund, Water and Sewer (Enterprise) Fund, Community Center Fund, Building Security Fund, Child Safety Fund, Municipal Court Technology Fund, Street Maintenance Tax Fund, Police Forfeiture Fund, Grant Fund, CIED Fund, and Capital Project Fund are included in the City's annual budget. The Capital Projects Fund activities are expected to extend beyond one or more fiscal years, and are therefore budgeted on a project-by-project basis. Federal, State, and local grants are budgeted for at the time of grant acceptance.

The annual budget serves as the foundation for the City of Leon Valley's financial planning and control. Generally the City has a policy of funding current year operating expenditures with current operating revenues. Capital purchases are funded from the Unassigned Fund Balance. All agencies of the City of Leon Valley are required to submit requests for appropriation to the City Manager on or before the first week in May each year. The City Manager then presents this proposed budget to the Council for review in July. The Council is required to hold public hearings on the proposed budget and to adopt a final budget by no later than September 30, the close of Leon Valley's fiscal year.

The City has adopted financial policies for budgetary control that is stricter than is required by law. The appropriated budget is prepared by fund, department (e.g. police), and function (e.g. patrol). Department heads may make transfers of appropriations within a department. Transfers of appropriations between departments, however, require the special approval of the Council. Budget-to-actual comparisons are provided in this report for each individual governmental fund for which an appropriated annual budget has been adopted. For the general fund, this comparison is presented on pages 51-53 as required supplemental information for the governmental funds.

LOCAL ECONOMY

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City of Leon Valley operates.

The City of Leon Valley has experienced an economic upturn as far as sales tax over the past few fiscal years and property values are demonstrating an increase in value. The region's leading industries, in terms of gross sales for the City, are auto dealers/gasoline service stations and food stores; a significant portion of sales for these businesses is not subject to local sales taxes.

LONG-TERM FINANCIAL PLANNING

In FY 2011 the City implemented GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions and formally adopted a Fund Balance Policy. The Fund Balance Policy adopted by the City will be the framework upon which consistent operations may be built and sustained. For man-made or natural disaster emergencies the City will strive to have a Committed Fund Balance that is equal to three months operating expenses based on the current operating budget. For the fiscal year that ended September 30, 2013, the Committed Fund Balance was \$900,000. Each January the policy will be reviewed and the Committed Fund Balance will be adjusted up or down based on the annual operating budget, available funds and necessity.

The City also maintains a five-year Capital Acquisition Plan (CAP) to provide for capital outlay expenditures. Each fiscal year, the CAP is reviewed and analyzed by the City Manager and City staff to determine needs for office and other machinery and equipment, vehicles, buildings and building improvements, land, and other improvements. The five-year CAP is authorized by City Council during the City's annual budget adoption process. As items are funded only when deemed necessary, capital outlay details and amounts vary between budget years. The plan is funded from the Unassigned Fund Balance.

AWARDS AND ACKNOWLEDGEMENTS

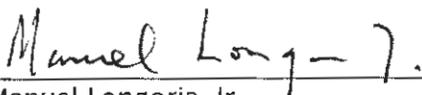
The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Leon Valley for its comprehensive annual financial report (CAFR) for the fiscal year ended September 30, 2012. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for the preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized comprehensive annual financial report, whose contents conform to program standards. The CAFR must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current report continues to conform to the Certificate of Achievement program requirements and we are submitting it to GFOA.

We would like to extend our sincere thanks and appreciation to the finance department, and all City staff and department heads who helped in the preparation of this report. A special thanks goes to our Mayor and City Council for their strong leadership and support, their sense of civic duty and responsibility, and their diligence in conducting the operations of the City in a responsible and progressive manner.

Respectfully submitted,



Manuel Longoria, Jr.
City Manager



Vickie Wallace
Finance Director

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Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Leon Valley
Texas**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2012

Executive Director/CEO

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CITY OF LEON VALLEY, TEXAS
LIST OF PRINCIPAL OFFICERS
YEAR ENDED SEPTEMBER 30, 2013

Elected Officials

Chris Riley, Mayor

Councilmember Place 1
Councilmember Place 2
Councilmember Place 3
Councilmember Place 4
Councilmember Place 5

Ricardo Ruiz
Arthur "Art" Reyna, Jr.
Abraham Diaz
Jack Dean
Paul Biever

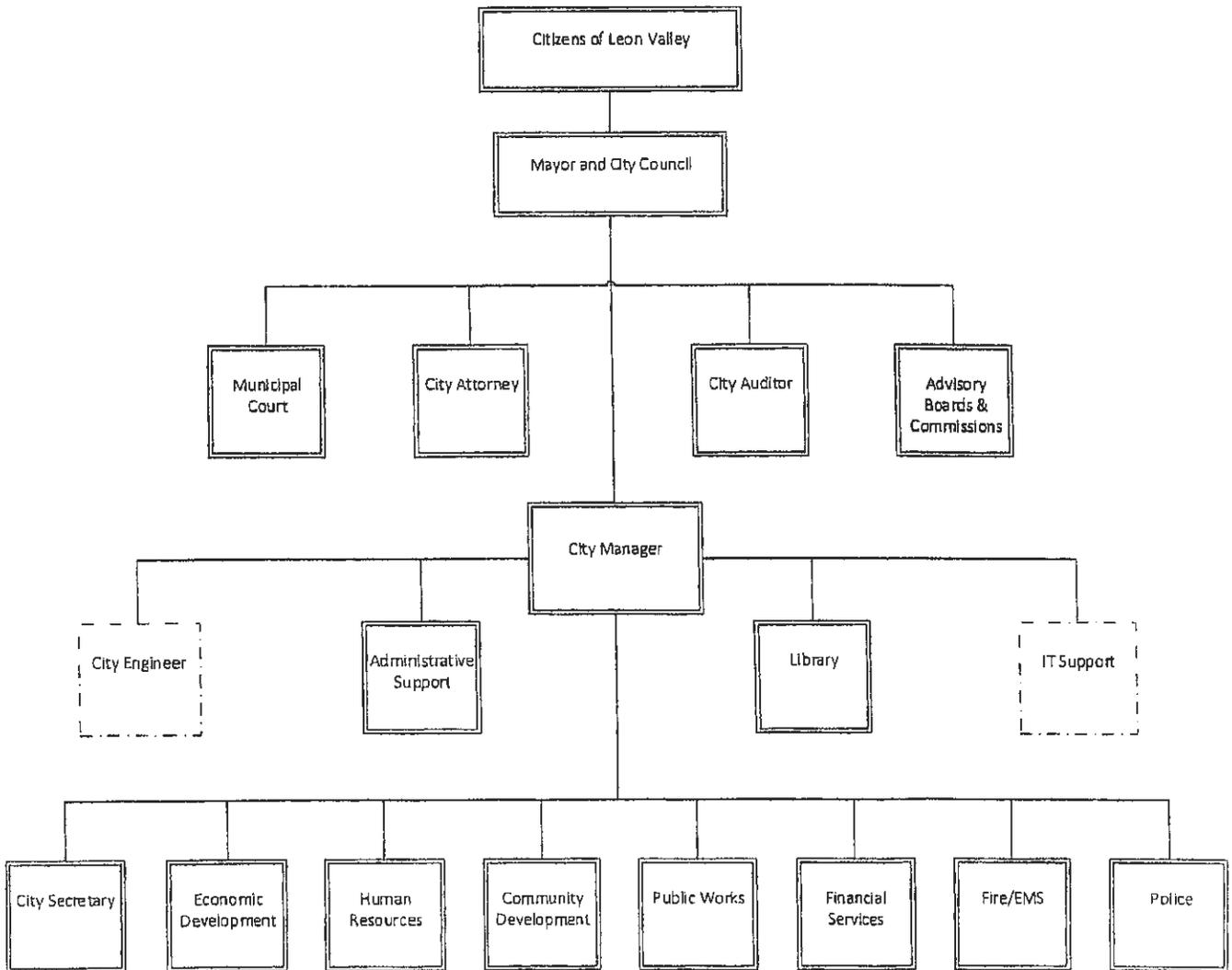
City Officials

Manuel Longoria, Jr., City Manager

Interim City Secretary
Finance Director
Community Development Director
Economic Development Director
Police Chief
Fire Chief
Librarian
Public Works Director

Leticia Callanen
Vickie Wallace
Kristie Flores
Claudia Mora
Randall Wallace
Luiz Valdez
Joyce Trent
Melinda Smith

City of Leon Valley Organizational Chart



FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and
Members of the City Council
City of Leon Valley, Texas

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Leon Valley, Texas, as of and for the year ended September 30, 2013, and related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Leon Valley, Texas, as of September 30, 2013 and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 5 through 14 and pages 51 through 53 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the City of Leon Valley, Texas's basic financial statements. The introductory section, combining and individual non-major fund financial statements and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual non-major fund financial statements and other supplementary information are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual non-major fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and accordingly, we do not express an opinion or provide any assurance on them.

A.B.I.P., P.C.

Certified Public Accountants

San Antonio, Texas

February 10, 2014

CITY OF LEON VALLEY, TEXAS
MANAGEMENT'S DISCUSSION AND ANALYSIS
SEPTEMBER 30, 2013

As management of the City of Leon Valley, Texas (the City), we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2013. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal and the financial statements provided in this report.

FINANCIAL HIGHLIGHTS

- The assets of the City exceeded its liabilities at September 30, 2013 by \$19,790,997 (net position). Of this amount, \$8,325,846 (unrestricted net position), may be used to meet the government's ongoing obligations to citizens and creditors.
- The general fund reported a fund balance this year of \$3,652,107, an increase of \$336,666.

OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis is intended to serve as the introduction of the City of Leon Valley, Texas' basic financial statements which are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements and required supplementary information.

Government-Wide Financial Statements - The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business financial presentation.

The statement of net position is a presentation of the City's assets and liabilities, including capital and infrastructure assets, and long-term liabilities. This statement reports the difference between assets and liabilities as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information regarding increases and decreases to the government's net position for the fiscal year. Changes in net position are recorded when the underlying event giving rise to the change occurs regardless of the timing of cash flows. Therefore, revenues and expenses reported in this statement for some items will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused personal leave). Both government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees or charges (business-type activities). Governmental activities include general government, public safety, public works, parks and recreation, library and community development. The business-type activities of the City are water and sewer. The City has one component unit which is a 4B Economic Development Corporation.

Fund Financial Statements – The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements are used to present financial information detailing resources that have been identified for specific activities. The focus of the fund financial statements is on the City’s major funds, although non-major funds are also presented in aggregate and further detailed in the supplementary statements. The City uses fund accounting to ensure and demonstrate compliance with requirements placed on resources. Funds are divided into three types: governmental, proprietary, and fiduciary. However, the City does not have any fiduciary funds.

Governmental Funds – Governmental funds are used for essentially the same functions reported in the governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources available for current spending, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government’s near-term financing requirements.

As the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government’s near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Proprietary Funds – The City maintains one type of proprietary fund. Enterprise funds are used to report the functions presented in business-type activities in the government-wide financial statements. The City uses the enterprise fund to account for the provision of water and sewer services to residents.

Proprietary fund financial statements provide separate and more detailed information for the water and sewer fund. The water and sewer fund is considered a major fund of the City.

Notes to the Basic Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information – In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information on the City’s general fund budget, which is adopted on an annual basis. A budgetary comparison statement has been provided for this fund in order to demonstrate budgetary compliance with this budget.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Below is a comparative summary of the governmental activities and business-type activities as required by GASB Statement No. 34:

STATEMENT OF NET POSITION
AS OF SEPTEMBER 30, 2013
(With Comparative Totals for September 30, 2012)

	GOVERNMENTAL ACTIVITIES		BUSINESS-TYPE ACTIVITIES		TOTAL	
	2013	2012	2013	2012	2013	2012
<u>ASSETS</u>						
Current Assets	\$14,221,136	\$12,569,705	\$3,208,979	\$3,028,094	\$17,430,115	\$15,597,799
Capital Assets	<u>9,178,642</u>	<u>8,831,723</u>	<u>3,867,460</u>	<u>3,998,041</u>	<u>13,046,102</u>	<u>12,829,764</u>
TOTAL ASSETS	<u>\$23,399,778</u>	<u>\$21,401,428</u>	<u>\$7,076,439</u>	<u>\$7,026,135</u>	<u>\$30,476,217</u>	<u>\$28,427,563</u>
<u>LIABILITIES</u>						
Current Liabilities	\$ 949,448	\$ 783,858	\$ 263,974	\$ 254,948	\$ 1,213,422	\$ 1,038,806
Long-Term Liabilities	<u>9,423,052</u>	<u>9,872,446</u>	<u>48,747</u>	<u>44,614</u>	<u>9,471,799</u>	<u>9,917,060</u>
Total Liabilities	<u>10,372,499</u>	<u>10,656,304</u>	<u>312,721</u>	<u>299,562</u>	<u>10,685,220</u>	<u>10,955,866</u>
<u>NET POSITION</u>						
Net Investment in Capital Assets	6,374,117	5,934,633	3,867,460	3,998,041	10,241,577	9,932,674
Restricted Net Position	157,074	101,677	1,066,500	762,316	1,223,574	863,993
Unrestricted Net Position	<u>6,496,088</u>	<u>4,708,814</u>	<u>1,829,758</u>	<u>1,966,216</u>	<u>8,325,846</u>	<u>6,675,030</u>
Total Net Position	<u>13,027,279</u>	<u>10,745,124</u>	<u>6,763,718</u>	<u>6,726,573</u>	<u>19,790,997</u>	<u>17,471,697</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$23,399,778</u>	<u>\$21,401,428</u>	<u>\$7,076,439</u>	<u>\$7,026,135</u>	<u>\$30,476,217</u>	<u>\$28,427,563</u>

The largest portion of the City's net position, \$10,241,577 represents its investment in capital assets (e.g., land, buildings, machinery, and equipment), less any related debt used to acquire those assets that are still outstanding. The City of Leon Valley, Texas uses these assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Of the other net position, \$1,223,574 represents resources that are subject to external restrictions on how they may be used. The remaining \$8,325,846 represents unrestricted net position, which can be used to meet the government's ongoing obligations to citizens and creditors.

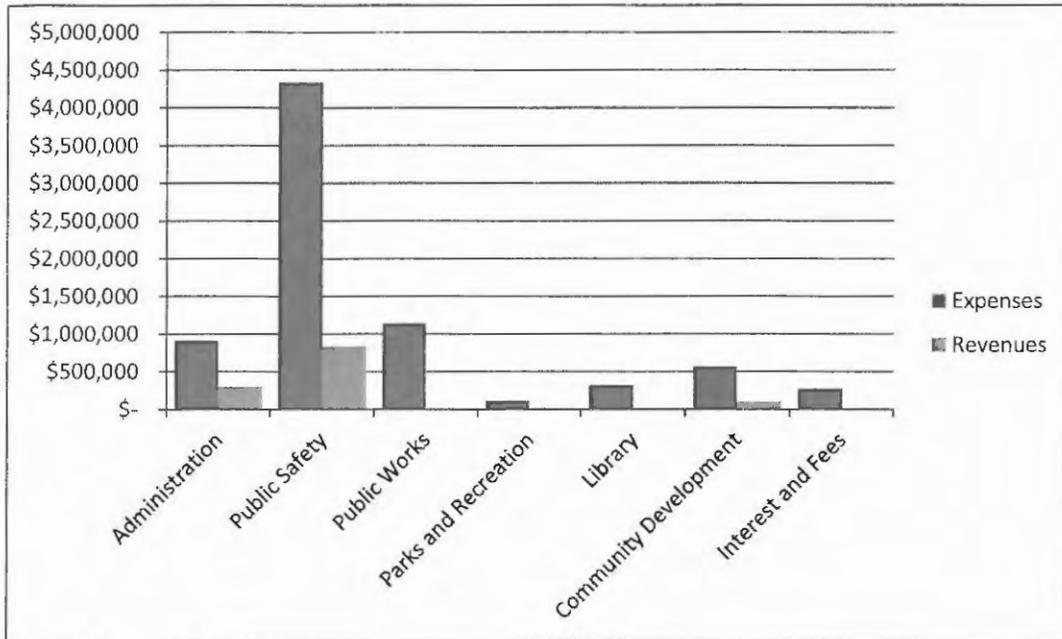
Governmental Activities. Governmental activities increased net position by \$2,282,155 which is attributable to fluctuations in program revenues and expenses. Key elements of this increase are as follows:

**CHANGE IN NET POSITON
FOR THE YEAR ENDED SEPTEMBER 30, 2013
(With Comparative Totals for September 30, 2012)**

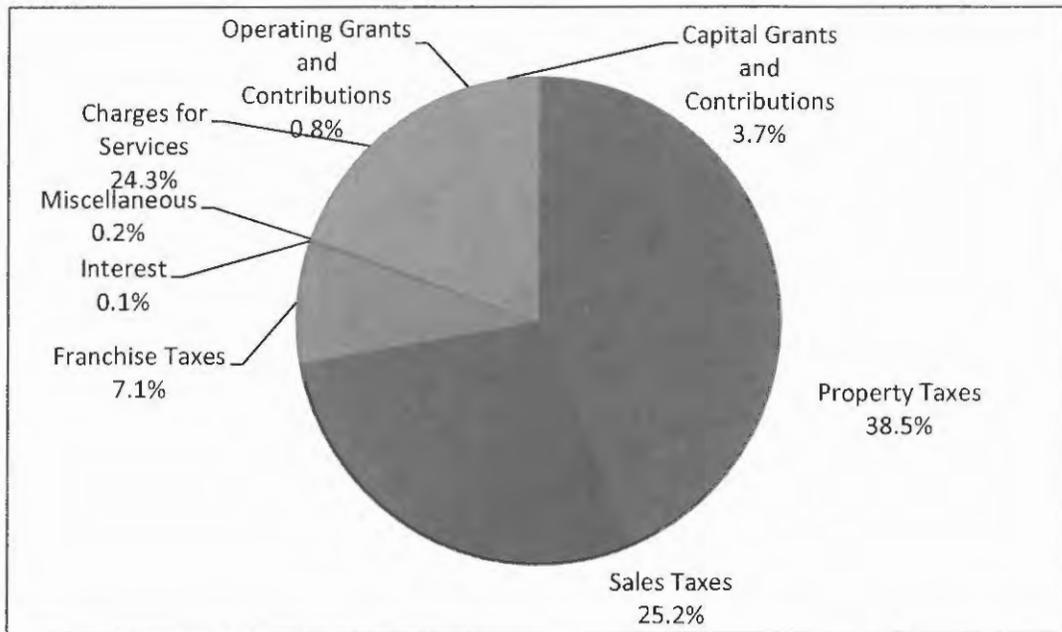
	GOVERNMENTAL ACTIVITIES		BUSINESS-TYPE ACTIVITIES		TOTAL	
	2013	2012	2013	2012	2013	2012
PROGRAM REVENUES						
Charges for Services	\$ 1,247,318	\$ 1,583,297	\$3,291,009	\$3,039,389	\$ 4,538,327	\$ 4,622,686
Operating Grants and Contributions	82,626	117,275	-	-	82,626	117,275
Capital Grants and Contributions	372,585	-	-	-	372,585	-
General Revenues						
Property Taxes	3,834,233	3,550,430	-	-	3,834,233	3,550,430
Sales Tax	2,503,411	2,327,969	-	-	2,503,411	2,327,969
Franchise Taxes	701,468	708,434	-	-	701,468	708,434
Impact Fees	-	-	20,417	22,593	20,417	22,593
CIED	1,172,352	-	-	-	1,172,352	-
Interest	12,804	6,795	2,579	3,374	15,383	10,169
Miscellaneous	20,138	6,007	5,914	35,609	26,052	41,616
Total Revenues	<u>9,946,935</u>	<u>8,300,207</u>	<u>3,319,919</u>	<u>3,100,965</u>	<u>13,266,854</u>	<u>11,401,172</u>
EXPENSES						
Administration	910,636	764,140	-	-	910,636	764,140
Public Safety	4,335,920	4,344,695	-	-	4,335,920	4,344,695
Public Works	1,140,612	1,714,581	-	-	1,140,612	1,714,581
Parks and Recreation	113,792	117,840	-	-	113,792	117,840
Library	322,587	322,688	-	-	322,587	322,688
Community Development	566,113	610,394	-	-	566,113	610,394
Utility	-	-	3,282,774	3,218,973	3,282,774	3,218,973
Interest and Fiscal Agent Fees	275,120	107,645	-	-	275,120	107,645
Total Expenses	<u>7,664,780</u>	<u>7,981,983</u>	<u>3,282,774</u>	<u>3,218,973</u>	<u>10,947,554</u>	<u>11,200,956</u>
Increase (Decrease) in Net Position	2,282,155	318,224	37,145	(118,008)	2,319,300	200,216
NET POSITION AT BEGINNING OF YEAR	<u>10,745,124</u>	<u>10,426,900</u>	<u>6,726,573</u>	<u>6,844,581</u>	<u>17,471,697</u>	<u>17,271,481</u>
NET POSITION AT END OF YEAR	<u>\$13,027,279</u>	<u>\$10,745,124</u>	<u>\$6,763,718</u>	<u>\$6,726,573</u>	<u>\$19,790,997</u>	<u>\$17,471,697</u>

Revenue for governmental activities for the fiscal year ended September 30, 2013 totaled \$9,946,935, an increase of \$1,646,728 over fiscal year 2012 total revenues of \$8,300,207. In 2013 the City benefited from a reimbursement from CPS which accounts for most of the increase.

EXPENSES AND PROGRAM REVENUES – GOVERNMENTAL ACTIVITIES



REVENUES BY SOURCE – GOVERNMENTAL ACTIVITIES

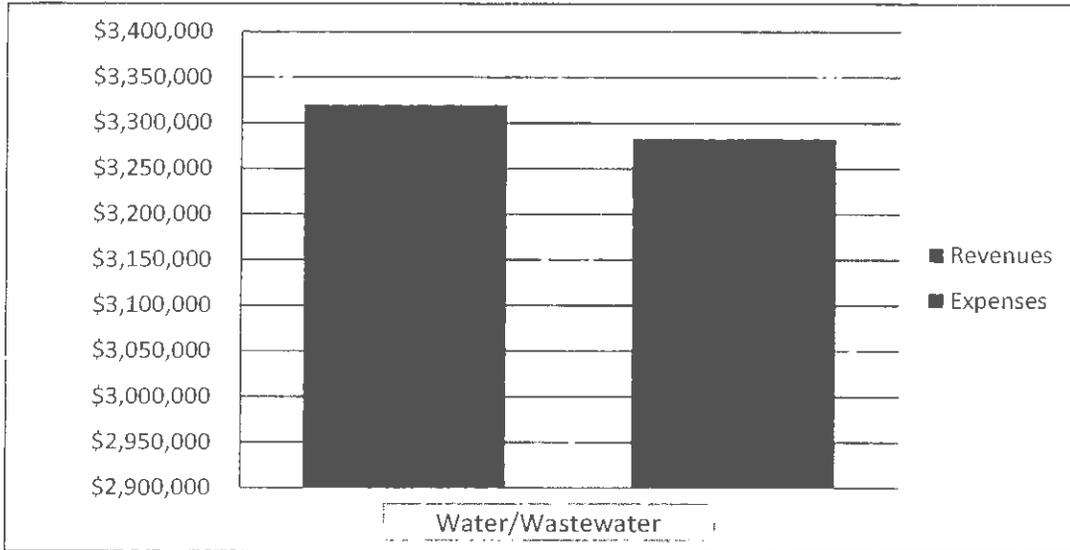


Expenses for governmental activities totaled \$7,664,780, a decrease of \$317,203 over fiscal year 2012.

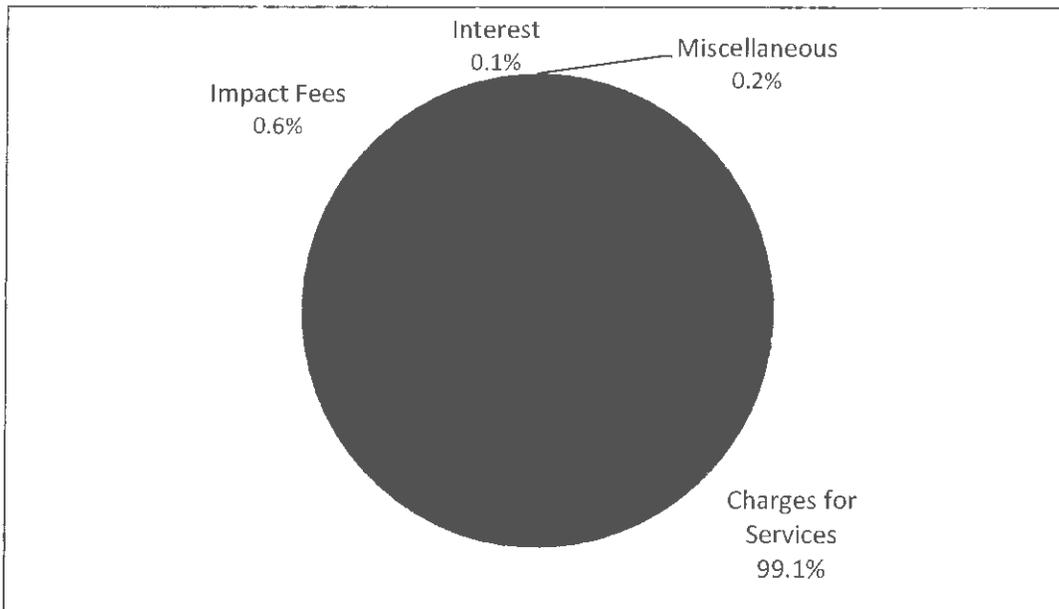
Business-Type Activities. Business-type activities increased net position by \$37,145. Key elements of this increase are as follows:

- Utility expenses for business-type activities increased by \$63,801, which is attributable to an increase in personnel costs.

EXPENSES AND PROGRAM REVENUES - BUSINESS-TYPE ACTIVITIES



REVENUES BY SOURCE - BUSINESS-TYPE ACTIVITIES



FINANCIAL ANALYSIS OF THE GOVERNMENTAL FUNDS

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds – Activities of the primary government’s general fund, capital projects fund, special revenue funds and debt service funds are considered general government functions. The general fund is the City’s general operating fund. The capital projects fund is used to account for financial activity related to the acquisition and construction of major capital facilities. Special revenue funds are used to account for proceeds of specific sources that are legally restricted as to expenditures. The debt service funds are used to account for financial activity related to the City’s general bonded indebtedness, as well as long-term obligations.

As of the current fiscal year, the City’s governmental funds reported combined ending fund balances of \$13,486,597, an increase of \$1,546,777 in comparison with fiscal year 2012. The general fund which is the chief operating fund of the City, at the end of the current fiscal year, had a committed fund balance of \$900,000. The committed fund balance is used only for man-made or natural disaster emergencies.

For the fiscal year ended September 30, 2013, the fund balance of the City’s general fund increased by \$336,666. Key factors in the increase are as follows:

- Ad valorem collection rate was higher than budgeted.
- Contributions for capital improvements
- Personnel vacancies.

The capital projects fund has a total fund balance of \$6,872,585, all of which is legally restricted for construction projects.

The CIED fund has a total fund balance of \$1,279,591, all of which can be used ongoing City operations.

The debt service fund has a total fund balance of \$209,391, all of which is reserved for the payment of debt service. The net increase in the fund balance during the current year in the debt service fund was \$28,766.

Proprietary Funds – The City’s proprietary fund provided the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the water and sewer fund at the end of the year amounted to \$1,829,758. The total increase in net position for the water and sewer fund was \$37,145. Other factors concerning the finances of this fund have already been addressed in the discussion of the business-type activities.

GENERAL FUND BUDGETARY HIGHLIGHTS

Over the course of the year, the City revised its budget for a total increase of \$400,434. The following are the main components of the increase.

- \$395,910 supplemental appropriation for a completion of renovations of the City’s Library;
- \$4,524 supplemental appropriation for Emergency Medical Service supplies and contractual services.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets - The City's investment in capital assets for its governmental and business-type activities as of September 30, 2013 amounted to \$13,046,103 (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, machinery and equipment, park facilities, and roads. The City's investment in capital assets for the current fiscal year increased by \$216,339 from fiscal year 2012.

CAPITAL ASSETS
(Net of Depreciation)

<u>GOVERNMENTAL ACTIVITIES</u>	<u>BALANCE</u> <u>9/30/2012</u>	<u>RECLASS AND</u> <u>ADDITIONS</u>	<u>RECLASS AND</u> <u>DISPOSALS</u>	<u>BALANCE</u> <u>9/30/2013</u>
<u>Capital Assets - Not Depreciated</u>				
Land	\$ 643,676	\$ 117,585	\$ -	\$ 761,261
<u>Capital Assets - Depreciated</u>				
Buildings	3,325,703	555,568	(9,000)	3,872,271
Transportation and Equipment	5,181,066	217,354	(92,146)	5,306,274
Infrastructure	<u>10,789,688</u>	<u>-</u>	<u>-</u>	<u>10,789,688</u>
Total Capital Assets - Depreciated	<u>19,296,457</u>	<u>772,922</u>	<u>(101,146)</u>	<u>19,968,233</u>
<u>Less: Accumulated Depreciation</u>				
Buildings	(1,427,987)	(64,084)	5,175	(1,486,896)
Transportation and Equipment	(3,181,591)	(327,282)	92,146	(3,416,727)
Infrastructure	<u>(6,498,832)</u>	<u>(148,397)</u>	<u>-</u>	<u>(6,647,229)</u>
	<u>(11,108,410)</u>	<u>(539,763)</u>	<u>97,321</u>	<u>(11,550,852)</u>
<u>ASSETS BEING DEPRECIATED - NET</u>	<u>8,188,047</u>	<u>233,159</u>	<u>(3,825)</u>	<u>8,417,381</u>
TOTAL CAPITAL ASSETS - NET	<u>\$ 8,831,723</u>	<u>\$ 350,744</u>	<u>\$ (3,825)</u>	<u>\$ 9,178,642</u>

CAPITAL ASSETS (CONTINUED)
(Net of Depreciation)

<u>BUSINESS-TYPE ACTIVITIES</u>	<u>BALANCE</u> <u>9/30/2012</u>	<u>RECLASS AND</u> <u>ADDITIONS</u>	<u>RECLASS AND</u> <u>DISPOSALS</u>	<u>BALANCE</u> <u>9/30/2013</u>
<u>Capital Assets - Not Depreciated</u>				
Land	\$ 76,348	\$ 20,035	\$ -	\$ 96,383
Water Rights	<u>1,055,539</u>	<u>-</u>	<u>-</u>	<u>1,055,539</u>
Total Capital Assets - Not Depreciated	<u>1,131,887</u>	<u>20,035</u>	<u>-</u>	<u>1,151,922</u>
<u>Capital Assets - Depreciated</u>				
Buildings	25,403	-	-	25,403
Improvements other than Buildings	6,644,883	-	-	6,644,883
Transportation and Equipment	<u>632,742</u>	<u>20,269</u>	<u>-</u>	<u>653,011</u>
Total Capital Assets - Depreciated	<u>7,303,028</u>	<u>20,269</u>	<u>-</u>	<u>7,323,297</u>
<u>Less: Accumulated Depreciation</u>				
Buildings	(18,297)	(410)	-	(18,707)
Improvements other than Buildings	(3,979,517)	(127,595)	-	(4,107,112)
Transportation and Equipment	<u>(439,060)</u>	<u>(42,879)</u>	<u>-</u>	<u>(481,939)</u>
	<u>(4,436,874)</u>	<u>(170,884)</u>	<u>-</u>	<u>(4,607,758)</u>
<u>ASSETS BEING DEPRECIATED - NET</u>	<u>2,866,154</u>	<u>(150,615)</u>	<u>-</u>	<u>2,715,539</u>
TOTAL CAPITAL ASSETS - NET	<u>\$ 3,998,041</u>	<u>\$ (130,580)</u>	<u>\$ -</u>	<u>\$ 3,867,461</u>

Additional information of the City of Leon Valley's capital assets can be found in Note 6 of this report.

Long-Term Debt – For the fiscal year ended September 30, 2013, the City had a total bonded debt outstanding of \$9,415,000.

OUTSTANDING DEBT LONG-TERM DEBT

	<u>BALANCE</u> <u>9/30/2012</u>	<u>ADDITIONS</u>	<u>PAYMENTS</u>	<u>BALANCE</u> <u>9/30/2013</u>	<u>DUE WITHIN</u> <u>ONE YEAR</u>
<u>Governmental Activities</u>					
General Obligation Refunding Bonds Original Amount of \$2,575,000 Interest Rate 3.12%	\$ 1,810,000	\$ -	\$(280,000)	\$1,530,000	\$ 290,000
Public Property Finance Contracts Original Amount of \$1,060,000 Interest Rate 4.42%	950,000	-	(40,000)	910,000	40,000
General Obligation Refunding Bonds Original Amount of \$7,000,000 Interest Rate 1.25-3.25%	7,000,000	-	(25,000)	6,975,000	90,000
Issuance Premium	<u>138,014</u>	<u>-</u>	<u>(6,959)</u>	<u>131,055</u>	<u>6,959</u>
Subtotal	9,898,014	-	(351,959)	9,546,055	426,959
Compensated Absences	<u>427,456</u>	<u>84,682</u>	<u>(106,864)</u>	<u>405,274</u>	<u>101,319</u>
	<u>\$10,325,470</u>	<u>\$ 84,682</u>	<u>\$(458,823)</u>	<u>\$9,951,329</u>	<u>\$ 528,278</u>
<u>Business-Type Activities</u>					
Compensated Absences	<u>\$ 59,486</u>	<u>\$ 20,382</u>	<u>\$ (14,872)</u>	<u>\$ 64,996</u>	<u>\$ 16,249</u>

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

These factors were taken into account when adopting the general fund budget for fiscal year 2014, sales tax was budgeted with a 2.5% increase. The City adopted a tax rate of \$.582915, which is \$.008633 higher than the fiscal year 2013 tax rate of \$.574282. The increase will be used to pay the debt payment of General Obligations Bonds, Series 2012 that was approved by the voters of Leon Valley in May 2012 to build and remodel the public safety and municipal facilities.

Expenditures for the general fund are budgeted at \$7,454,125. The largest increase comes from personnel and contractual costs.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Finance Director, 6400 El Verde Road, Leon Valley, Texas 78238.

BASIC FINANCIAL STATEMENTS

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CITY OF LEON VALLEY, TEXAS
STATEMENT OF NET POSITION
SEPTEMBER 30, 2013

<u>ASSETS</u>	<u>PRIMARY GOVERNMENT</u>			<u>COMPONENT UNIT</u>
	<u>GOVERNMENTAL ACTIVITIES</u>	<u>BUSINESS-TYPE ACTIVITIES</u>	<u>TOTAL</u>	
Cash and Cash Equivalents	\$ 13,329,874	\$ 2,715,406	\$16,045,280	\$ 485,551
Receivables - Net of Allowances for Uncollectibles:				
Property Taxes	162,823	-	162,823	-
Special Assessment	11,744	-	11,744	-
Other	128,534	363,805	492,339	-
Due from Other Governments	350,583	-	350,583	42,742
Inventories	13,784	-	13,784	-
Prepaid Items	41,313	7,571	48,884	-
Restricted Cash, Customer Deposits	-	122,197	122,197	-
Capitalized Bond Issue Costs	182,481	-	182,481	-
Capital Assets				
Land	761,261	96,384	857,645	-
Water Rights	-	1,055,539	1,055,539	-
Buildings	2,385,375	6,697	2,392,072	-
Water/Wastewater System-Plant	-	2,537,770	2,537,770	-
Transportation and Equipment	1,889,547	171,070	2,060,617	-
Infrastructure	4,142,459	-	4,142,459	-
TOTAL ASSETS	<u>\$ 23,399,778</u>	<u>\$ 7,076,439</u>	<u>\$30,476,217</u>	<u>\$ 528,293</u>
<u>LIABILITIES AND NET POSITION</u>				
Liabilities				
Accounts Payable	\$ 136,731	\$ 113,519	\$ 250,250	\$ -
Accrued Expenditures	205,192	12,009	217,201	-
Accrued Interest Payable	43,679	-	43,679	-
Payable from Restricted Assets, Customer Deposits	-	122,197	122,197	-
Deposits Payable	35,568	-	35,568	-
Noncurrent Liabilities				
Due Within One Year	528,278	16,249	544,527	-
Due in More Than One Year	9,423,052	48,747	9,471,799	-
Total Liabilities	<u>10,372,499</u>	<u>312,721</u>	<u>10,685,220</u>	<u>-</u>
<u>NET POSITION</u>				
Net investment in Capital Assets	6,374,117	3,867,460	10,241,577	-
Restricted for				
Inventory	13,784	-	13,784	-
Prepaid Expense	41,313	-	41,313	-
Parks	49,726	-	49,726	-
Public Education Grants	52,251	-	52,251	-
Water Supply	-	392,203	392,203	-
Storm Water Fee	-	674,297	674,297	-
Unrestricted Net Position	6,496,088	1,829,758	8,325,846	528,293
Total Net Position	<u>13,027,279</u>	<u>6,763,718</u>	<u>19,790,997</u>	<u>528,293</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 23,399,778</u>	<u>\$ 7,076,439</u>	<u>\$30,476,217</u>	<u>\$ 528,293</u>

(The Accompanying Notes are an Integral Part of these Financial Statements)

CITY OF LEON VALLEY, TEXAS
STATEMENT OF ACTIVITIES
YEAR ENDED SEPTEMBER 30, 2013

FUNCTIONS AND PROGRAMS	EXPENSES	CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS
<u>Governmental Activities</u>				
Administration	\$ 910,636	\$ 298,947	\$ -	\$ 117,585
Public Safety	4,335,920	833,662	82,626	-
Public Works	1,140,612	-	-	125,000
Parks and Recreation	113,792	15,544	-	-
Library	322,587	1,972	-	130,000
Community Development	566,113	97,193	-	-
Interest and Fees	275,120	-	-	-
Total Governmental Activities	7,664,780	1,247,318	82,626	372,585
<u>Business-Type Activities</u>				
Water/Wastewater	3,282,774	3,291,009	-	-
Total Government	\$ 10,947,554	\$ 4,538,327	\$ 82,626	\$ -
<u>Component Unit</u>				
Leon Valley Economic Development Corporation	\$ 142,468	\$ -	\$ -	
<u>General Revenues</u>				
Taxes:				
Property Taxes				
Sales Taxes				
Franchise Taxes				
Impact Fees				
CIED				
Interest				
Miscellaneous				
Total General Revenues and Transfers				
Change in Net Position				
<u>Net Position at Beginning of Year</u>				
NET POSITION AT END OF YEAR				

<u>GOVERNMENTAL ACTIVITIES</u>	<u>BUSINESS-TYPE ACTIVITIES</u>	<u>TOTAL PRIMARY GOVERNMENT</u>	<u>COMPONENT UNIT</u>
\$ (494,104)	\$ -	\$ (494,104)	
(3,419,632)	-	(3,419,632)	
(1,015,612)	-	(1,015,612)	
(98,248)	-	(98,248)	
(190,615)	-	(190,615)	
(468,920)	-	(468,920)	
<u>(275,120)</u>	<u>-</u>	<u>(275,120)</u>	
<u>(5,962,251)</u>	<u>-</u>	<u>(5,962,251)</u>	
<u>-</u>	<u>8,235</u>	<u>8,235</u>	
<u>(5,962,251)</u>	<u>8,235</u>	<u>(5,954,016)</u>	
			<u>\$ 142,468</u>
3,834,233	-	3,834,233	-
2,503,411	-	2,503,411	238,058
701,468	-	701,468	-
-	20,417	20,417	-
1,172,352	-	1,172,352	-
12,804	2,579	15,383	452
<u>20,138</u>	<u>5,914</u>	<u>26,052</u>	<u>-</u>
8,244,406	28,910	8,273,316	238,510
2,282,155	37,145	2,319,300	96,042
<u>10,745,124</u>	<u>6,726,573</u>	<u>17,471,697</u>	<u>432,251</u>
<u>\$ 13,027,279</u>	<u>\$ 6,763,718</u>	<u>\$19,790,997</u>	<u>\$ 528,293</u>

CITY OF LEON VALLEY, TEXAS
BALANCE SHEET - GOVERNMENTAL FUNDS
SEPTEMBER 30, 2013

	<u>GENERAL FUND</u>	<u>CAPITAL PROJECTS FUND</u>	<u>CIED</u>	<u>OTHER NONMAJOR GOVERNMENTAL FUNDS</u>	<u>TOTAL GOVERNMENTAL FUNDS</u>
<u>ASSETS</u>					
Cash and Cash Equivalents	\$3,550,906	\$6,873,325	\$1,280,101	\$ 1,625,542	\$ 13,329,874
Receivables - Net of Allowances for Uncollectibles					
Property Taxes	139,820	-	-	23,003	162,823
Special Assessment	-	-	-	11,744	11,744
Other	26,044	-	-	102,490	128,534
Due from Other Governments	350,583	-	-	-	350,583
Prepaid Items	40,494	-	-	819	41,313
Inventories	13,784	-	-	-	13,784
	<u>\$4,121,631</u>	<u>\$6,873,325</u>	<u>\$1,280,101</u>	<u>\$ 1,763,598</u>	<u>\$ 14,038,655</u>
<u>LIABILITIES</u>					
Accounts Payable	\$ 124,891	\$ 740	\$ 510	\$ 10,590	\$ 136,731
Accrued Expenditures	203,703	-	-	1,489	205,192
Deposits Payable	1,110	-	-	34,458	35,568
Deferred/Unearned Revenue	139,820	-	-	34,747	174,567
Total Liabilities	<u>469,524</u>	<u>740</u>	<u>510</u>	<u>81,284</u>	<u>552,058</u>
<u>FUND BALANCES</u>					
Nonspendable	54,278	-	-	819	55,097
Restricted:					
Capital Projects	-	6,872,585	-	-	6,872,585
Public Education Grants	52,251	-	-	-	52,251
Park Fund	49,531	-	-	-	49,531
Park Bucks	195	-	-	-	195
Debt Service	-	-	-	209,391	209,391
Special Revenue	-	-	-	1,338,001	1,338,001
Committed:					
Disaster Emergencies	900,000	-	-	-	900,000
Assigned:					
Library Construction	14,135	-	-	-	14,135
Road Development	125,000	-	-	-	125,000
Unassigned:	2,456,717	-	1,279,591	134,103	3,870,411
Total Fund Balances	<u>3,652,107</u>	<u>6,872,585</u>	<u>1,279,591</u>	<u>1,682,314</u>	<u>13,486,597</u>
	<u>\$4,121,631</u>	<u>\$6,873,325</u>	<u>\$1,280,101</u>	<u>\$ 1,763,598</u>	<u>\$ 14,038,655</u>

CITY OF LEON VALLEY, TEXAS
 RECONCILIATION OF BALANCE SHEET
 GOVERNMENTAL FUNDS TO STATEMENT OF NET POSITION
 SEPTEMBER 30, 2013

<u>TOTAL FUND BALANCES - GOVERNMENTAL FUNDS</u>	<u>\$13,486,597</u>
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.	9,178,642
Other long-term assets are not available to pay for current period expenditures and, therefore, are deferred in the funds.	174,567
Bond issue costs which will be amortized in future years are not reported in the funds.	182,481
Accrued vacation leave payable is not due and payable in the current period and, therefore, is not reported in the funds.	(405,274)
Long-term liabilities consisting of bonds payable are not due and payable in the current period and, therefore, are not reported in the funds.	(9,546,055)
Accrued interest payable on bonded debt is not reported in the funds.	<u>(43,679)</u>
TOTAL NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$13,027,279</u>

CITY OF LEON VALLEY, TEXAS
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES -
GOVERNMENTAL FUNDS
YEAR ENDED SEPTEMBER 30, 2013

	GENERAL FUND	CAPITAL PROJECTS FUND	CIED	OTHER NONMAJOR GOVERNMENTAL FUNDS	TOTAL GOVERNMENTAL FUNDS
<u>REVENUES</u>					
Property Taxes	\$3,164,070	\$ -	\$ -	\$ 645,285	\$ 3,809,355
Sales Taxes	1,933,466	-	-	569,945	2,503,411
Franchise Taxes	701,468	-	-	-	701,468
Licenses, Permits, Fees and Fines	1,038,869	-	-	117,813	1,156,682
CIED Revenue	-	-	1,172,352	-	1,172,352
Grants	4,523	-	-	-	4,523
Rent	-	-	-	83,470	83,470
Interest	3,777	7,548	731	748	12,804
Miscellaneous	343,249	4,348	-	12,808	360,405
Total Revenues	<u>7,189,422</u>	<u>11,896</u>	<u>1,173,083</u>	<u>1,430,069</u>	<u>9,804,470</u>
<u>EXPENDITURES</u>					
Current					
Administration	660,356	140,235	46,207	23,899	870,697
Public Safety	3,994,846	-	-	121,748	4,116,594
Public Works	961,763	-	-	10,721	972,484
Parks and Recreation	86,802	-	-	-	86,802
Library	267,588	-	-	-	267,588
Community Development	420,393	-	-	133,694	554,087
Capital Outlay	678,224	-	-	94,698	772,922
Debt Service					
Principal	-	-	-	345,000	345,000
Interest	-	-	-	270,019	270,019
Fiscal Agent Fees and Bond Issue Costs	-	-	-	1,500	1,500
Total Expenditures	<u>7,069,972</u>	<u>140,235</u>	<u>46,207</u>	<u>1,001,279</u>	<u>8,257,693</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>119,450</u>	<u>(128,339)</u>	<u>1,126,876</u>	<u>428,790</u>	<u>1,546,777</u>
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfers In	227,216	-	-	10,000	237,216
Transfers Out	(10,000)	-	(227,216)	-	(237,216)
Total Other Financing Sources (Uses)	<u>217,216</u>	<u>-</u>	<u>(227,216)</u>	<u>10,000</u>	<u>-</u>
Net Change in Fund Balances	336,666	(128,339)	899,660	438,790	1,546,777
<u>FUND BALANCES AT BEGINNING OF YEAR</u>	<u>3,315,441</u>	<u>7,000,924</u>	<u>379,931</u>	<u>1,243,524</u>	<u>11,939,820</u>
FUND BALANCES AT END OF YEAR	<u>\$3,652,107</u>	<u>\$6,872,585</u>	<u>\$1,279,591</u>	<u>\$ 1,682,314</u>	<u>\$ 13,486,597</u>

(The Accompanying Notes are an Integral Part of these Financial Statements)

CITY OF LEON VALLEY, TEXAS
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
YEAR ENDED SEPTEMBER 30, 2013

<u>NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS</u>	<u>\$1,546,777</u>
Amounts reported in governmental activities and in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets are capitalized.	772,922
Capital assets are not recorded in government funds and are not therefore depreciated. However, in the statement of activities these assets are depreciated over their estimated useful lives. This is the amount of 2013 depreciation.	(539,763)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	
Property Taxes	24,878
Capital Contributions	117,585
Bond issue costs are expended in the governmental activities, but are capitalized and amortized over the life of the bond in the statement of activities. This is the amortization for 2013.	(7,426)
The repayment of principal on debt consumes current financial resources and is expended in the governmental funds, but is a reduction of the liability and does not affect the statement of activities.	345,000
Amounts to be expended for long-term employee leave is not recorded as an expenditure in the funds, but is an expense in the statement of activities. This is the change in compensated absences in 2013.	<u>22,182</u>
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	<u>\$2,282,155</u>

CITY OF LEON VALLEY, TEXAS
STATEMENT OF NET POSITION
 PROPRIETARY FUND
 SEPTEMBER 30, 2013

	<u>BUSINESS-TYPE ACTIVITY WATER AND WASTEWATER</u>
<u>ASSETS</u>	
<u>CURRENT ASSETS</u>	
Cash and Cash Equivalents	\$ 2,715,406
Accounts Receivable, Net of Allowance for Uncollectible	363,805
Prepaid Items	<u>7,571</u>
Total Current Assets	<u>3,086,782</u>
 <u>NONCURRENT ASSETS</u>	
Restricted Cash and Cash Equivalents for Customer Deposits	122,197
Capital Assets	
Land	96,384
Water Rights	1,055,539
Buildings	6,697
Water and Wastewater System - Plant	2,537,770
Equipment	<u>171,070</u>
Total Noncurrent Assets	<u>3,989,657</u>
TOTAL ASSETS	<u>\$ 7,076,439</u>
 <u>LIABILITIES AND NET POSITION</u>	
<u>CURRENT LIABILITIES</u>	
Accounts Payable	\$ 113,519
Accrued Expenses	12,009
Current Portion of Accrued Leave	<u>16,249</u>
Total Current Liabilities	<u>141,777</u>
 <u>NONCURRENT LIABILITIES</u>	
Accrued Leave	48,747
Payable from Restricted Assets	
Customer Deposits Payable	<u>122,197</u>
Total Noncurrent Liabilities	<u>170,944</u>
Total Liabilities	<u>312,721</u>
 <u>NET POSITION</u>	
Net Investment in Capital Assets	3,867,460
Restricted Net Position	
Water Supply Fee Reserve	392,203
Storm Water Fee Reserve	674,297
Unrestricted Net Position	
Appropriated for Capital Outlay	1,479,758
Unrestricted Unappropriated Net Position	<u>350,000</u>
Total Net Position	<u>6,763,718</u>
TOTAL LIABILITIES AND NET POSTION	<u>\$ 7,076,439</u>

(The Accompanying Notes are an Integral Part of these Financial Statements)

CITY OF LEON VALLEY, TEXAS
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUND
YEAR ENDED SEPTEMBER 30, 2013

	<u>BUSINESS-TYPE</u> <u>ACTIVITY</u> <u>WATER AND</u> <u>WASTEWATER</u>
<u>OPERATING REVENUES</u>	
Metered Water Sales	\$ 833,367
Wastewater Sales Charges	1,766,682
Storm Water Fees	381,623
Connection and Platting	247,832
Customer Penalties	40,332
Customer Disconnect Fees	7,860
Tap Fees	13,313
Total Operating Revenues	<u>3,291,009</u>
<u>OPERATING EXPENSES</u>	
General and Administrative	569,584
Water System	895,140
Wastewater System	1,428,467
Stormwater System	218,699
Depreciation	170,884
Total Operating Expenses	<u>3,282,774</u>
Operating Income (Loss)	<u>8,235</u>
<u>NONOPERATING REVENUES</u>	
Interest Income	2,579
Miscellaneous	5,914
Impact Fees	20,417
Total Nonoperating Revenues	<u>28,910</u>
Net Change in Net Position	37,145
<u>NET POSITION AT BEGINNING OF YEAR</u>	<u>6,726,573</u>
NET POSITION AT END OF YEAR	<u>\$ 6,763,718</u>

CITY OF LEON VALLEY, TEXAS
STATEMENT OF CASH FLOWS
YEAR ENDED SEPTEMBER 30, 2013

<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>	
Payments Received from Customers	\$ 3,252,163
Payments to Suppliers for Goods and Services	(1,987,570)
Payments for Salaries and Benefits	<u>(1,110,631)</u>
Net Cash Provided by Operating Activities	<u>153,962</u>
 <u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</u>	
Acquisition of Capital Assets	(40,305)
Impact and Service Fees	<u>26,331</u>
Net Cash Used by Capital and Related Financing Activities	<u>(13,974)</u>
 <u>CASH FLOWS FROM INVESTING ACTIVITIES</u>	
Interest Received	<u>2,579</u>
Net Increase in Cash and Cash Equivalents	142,567
 <u>CASH AND CASH EQUIVALENTS - BEGINNING</u>	
Cash and Cash Equivalents	2,571,549
Restricted Cash and Cash Equivalents	<u>123,487</u>
CASH AND CASH EQUIVALENTS - BEGINNING	<u>\$ 2,695,036</u>
 <u>CASH AND CASH EQUIVALENTS - ENDING</u>	
Cash and Cash Equivalents	\$ 2,715,406
Restricted Cash and Cash Equivalents	<u>122,197</u>
CASH AND CASH EQUIVALENTS - ENDING	<u>\$ 2,837,603</u>
 <u>RECONCILIATION OF UTILITY OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES</u>	
Operating Income (Loss)	\$ 8,235
Depreciation	170,884
(Increase) Decrease in Assets	
Accounts Receivable	(37,556)
Prepaid Expense	(760)
Increase (Decrease) in Liabilities	
Accounts Payable	1,181
Accrued Expenses	13,268
Customer Deposits	<u>(1,290)</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 153,962</u>

NOTES TO BASIC FINANCIAL STATEMENTS

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Leon Valley, Texas, was incorporated in 1952. The City operates under a council-manager form of government and provides the following services as authorized by its charter: police and fire protection, maintenance of streets, planning and zoning, parks and recreation, general administrative services, water, and sewer services.

The financial statements of the City have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. Proprietary type funds apply all applicable GASB pronouncements as well as Financial Accounting Standards Board (FASB) Statements and Interpretations, APB Opinions, and ARB pronouncements issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. The more significant of the City's accounting policies are described below:

A. Reporting Entity

In evaluating how to define the government, for financial purposes, management has considered all potential component units and associated component units. The decision to include a potential component unit or associated component unit in the reporting entity was made by applying the criteria set forth in GASB Statement 14, *The Financial Reporting Entity* and GASB Statement 39 *Determining Whether Certain Organizations are Component Units*. The definition of the reporting entity is based primarily on the concept of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. Based on the criteria of GASB Nos. 14 and 39, the Leon Valley Economic Development Corporation (LVEDC) is considered to be a discretely presented component unit. The LVEDC is financially accountable to the City because City Council approves the LVEDC budget and must approve any debt issuance. The component unit's board is appointed by City Council and its activities benefit the City by promoting growth and development opportunities. Separate financial statements are not issued for the LVEDC.

B. Government-Wide Fund Financial Statements

The government-wide financial statements include the statement of net position and statement of activities. Government-wide statements report information on all of the activities of the City. The effect of interfund transfers has been removed from the government-wide statements but continues to be reflected on the fund statements. The values of interfund services provided and used are not eliminated in the government-wide financial statements, as elimination of those charges would distort the direct costs reported for the various functions. Governmental activities are supported mainly by taxes and intergovernmental revenues. Business-type activities are financed whole or in part by fees charged to external parties for goods and services. The City has no fiduciary funds.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Government-Wide Fund Financial Statements (Continued)

The statement of activities reflects the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included in program revenues are reported as generally revenues.

Separate fund financial statements are provided for governmental funds and proprietary funds. The general fund, capital projects fund, and CIED fund meet the criteria as major governmental funds. The combined amounts for all nonmajor funds are reflected in a single column in the fund balance sheet and statement of revenues, expenditures, and changes in fund balances. Detailed statements for nonmajor funds are presented within combining and individual fund statements and schedules.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. This measurement focus is also used for the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash revenue types, which have been accrued, revenue from the investments, intergovernmental revenue and charges for services. Grants are recognized as revenue when all applicable eligibility requirements imposed by the provider are met.

Revenues are classified as program revenues and general revenues. Program revenues include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions. General revenues include all taxes, grants not restricted to specific programs and investment earnings.

Governmental fund level financial statements are reported using the current financial resources measurement focus and modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Measurable and available revenues include revenues expected to be received within 60 days after the fiscal year ends. Receivables which are measurable but not collectible within 60 days after the end of the fiscal period are reported as deferred revenue. Property taxes which are levied prior to September 30, 2012, and became due October 1, 2012 have been assessed to finance the budget of the fiscal year beginning October 1, 2012 and, accordingly, have been reflected as deferred revenue and taxes receivable in the fund financial statement at September 30, 2013.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Sales taxes, franchise taxes, hotel/motel taxes, and fees associated with the current fiscal year are considered to be susceptible to accrual and so have been recognized as revenue in the current fiscal period. All other revenue items received by the government are considered to be measurable and available only when the cash is received by the City.

Expenditures generally are recorded when a fund liability is incurred; however, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when the liability has matured and payment is due.

The government reports the following major governmental funds:

General fund is the general operating fund of the City and is always classified as a major fund. The general fund is used to account for all financial resources except those required to be accounted for in another fund. Major revenue sources include property taxes, charges for services, intergovernmental revenues and investment of idle funds. Primary expenditures are for general administration, public safety, public service and capital acquisition.

Capital Projects fund accounts for financial resources to be used for the acquisition and construction of major capital facilities and is principally financed by the sale of general obligation bonds.

CIED Fund accounts for CPS Energy collections to be used for ongoing City operations.

Nonmajor funds include special revenue funds and debt service funds.

Proprietary fund level financial statements are used to account for activities, which are similar to those found in the private sector. The measurement focus is upon determination of net income, financial position and cash flows. The City's proprietary fund is the water/wastewater fund (used to account for the provisions of water and sewer services to residents).

The proprietary fund is accounted for using the accrual basis of accounting as follows:

- Revenues are recognized when earned, and expenses are recognized when liabilities are incurred.
- Current-year contributions, administrative expenses and benefit payments, which are not received or paid until the subsequent year, are accrued.

Proprietary funds distinguish operating revenues and expenses from non-operating. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Cash and Cash Equivalents

For purposes of the statement of cash flows, the enterprise fund (water and wastewater fund) considers all highly liquid investments including cash in banks, cash on hand, money market accounts, deposits in local government investment pools, and restricted cash and temporary investments to be cash equivalents.

E. Investments

State statutes authorize the City to invest in (1) obligations of the United States or its agencies and instrumentalities; (b) direct obligations of the State of Texas or its agencies; (c) other obligations, the principal and interest of which are unconditionally guaranteed or insured by the State of Texas or the United States; (d) obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent; (e) certificates of deposit by state and national banks domiciled in this state that are (i) guaranteed or insured by the Federal Deposit Insurance Corporation, or its successor; or, (ii) secured by obligations that are described by (a) – (d). Statutes allow investing in local government investment pools organized and rated in accordance with the Interlocal Cooperation Act, whose assets consist exclusively of the obligations of the United States or its agencies and instrumentalities and repurchase assessments involving those same obligations.

Investments are stated at fair value (plus accrued interest) except for money market investments and participating interest-earning investment contracts (U.S. Treasuries) that have a remaining maturity at time of purchase of one year or less. Those investments are stated at amortized cost. Likewise, certificates of deposit are stated at amortized cost.

F. Accounts Receivable

Property taxes are levied based on taxable value at January 1 prior to September 30 and become due October 1, 2012 and past due after January 31, 2013. Accordingly, receivables and revenues for property taxes are reflected on the government-wide statement based on the full accrual method of accounting.

Accounts receivable from other governments include amounts due from grantors for approved grants for specific programs and reimbursements for services performed by the City. Program grants are recorded as receivables and revenues at the time all eligibility requirements established by the provider have been met.

Reimbursements for services performed are recorded as receivables and revenues when they are earned in the government-wide statements. Included are fines and costs assessed by the court action and billable services for certain contracts. Revenues received in advance of the costs being incurred are recorded as deferred revenue in the fund statements. Receivables are shown net of an allowance for uncollectibles.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

G. Short-Term Interfund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as “due from other funds” or “due to other funds” on fund statements. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances”.

H. Inventories and Prepaids

The City accounts for inventories using the consumption method. Inventories consist primarily of supplies and are valued at cost determined by the average cost method. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaids of governmental funds are recorded as expenditures when consumed rather than when purchased.

I. Budget

An operating budget is adopted each fiscal year for all City governmental funds. The budget is adopted on the GAAP basis of accounting.

J. Restricted Assets

Certain enterprise fund revenues are collected for a specific purpose by state law and city ordinances such as impact fees for infrastructure improvements and the purchase of future water rights. These funds are classified as restricted assets on the statement of net position and balance sheet because their use is limited by law.

Also, considered as restricted assets, are deposits of water/sewer customers and performance bond deposits pending refund to the customer.

K. Capital Assets

Capital assets, which include land, buildings and improvements, equipment, and infrastructure assets are reported in the applicable governmental or business type activities column in the government-wide financial statements. Capital assets such as equipment are defined as assets with a cost of \$5,000 or more. Infrastructure assets include city-owned streets, sidewalks, curbs and bridges. Capital assets are recorded at historical costs if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Interest has not been capitalized during the construction period on property plant and equipment.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Capital Assets (Continued)

ASSET	YEARS
Buildings	50 Years
Transportation and Equipment	3-30 Years
Infrastructure	50 Years
Improvements other than Buildings	50 Years

L. Compensated Absences

Vested or accumulated vacation leave and compensatory time that is expected to be liquidated with expendable available resources is reported as an expenditure and fund liability of the governmental fund that will pay for it. Amounts of vested or accumulated vacation leave and compensatory time that are not expected to be liquidated with expendable available financial resources are reported in the government wide statements. Vested or accumulated vacation leave and compensatory time of the enterprise fund is recorded as an expense and liability of that fund as the benefits accrue to employees. Accumulated vacation pay and compensatory time at September 30, 2013 of \$64,996 and \$405,274 has been recorded in accrued liabilities of the enterprise fund and government-wide statements, respectively. Compensated absences are reported in the governmental funds only if they have matured (i.e., unused reimbursable leave outstanding following an employee’s resignation or retirement). The general fund is the governmental fund that has typically been used in prior years to liquidate the liability for compensated absences.

M. Deferred/Unearned Revenue

Property tax revenues and emergency medical services are recognized when they become both measurable and available in fund statements. Available means when due, or past due, and receivable within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. Property tax revenue and emergency medical service revenues not expected to be available for the current period are reflected as deferred revenue.

Unearned revenues arise when assets are recognized before revenue recognition criteria have been satisfied. Grant and reimbursement revenues received in advance of expense/expenditures are reflected as unearned revenue.

N. Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities under governmental activities or proprietary fund type statement of net position. On new bond issues, bond premium and discounts, as well as issuance costs, are deferred and amortized over the life of the term of the related debt.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

N. Long-Term Obligations (Continued)

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

O. Net Position

Net Position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets, and adding back unspent proceeds. Net position are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The City has elected to appropriate net position of its business type activity. Such appropriations reflect the intended use of the net position.

P. Interfund Transactions

Legally authorized transfers are treated as interfund transfers and are included in the results of operations of both governmental and proprietary funds.

Q. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the enterprise. For the City, those revenues are charges for electric, water, and sewer services. Operating expenses are necessary costs incurred to provide the service that is the primary activity. Revenues and expenses not meeting these definitions are reported as nonoperating.

R. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

S. Fund Balance Classification Policies

The City adopted Governmental Accounting Standards Board Statement Number 54 (GASB 54) *Fund Balance Reporting and Governmental Fund Type Definitions*. The statement provides guidance for fund balance categories and classifications and governmental fund type definitions. GASB 54 changed the way we look at fund balances, specifically reporting what fund balances, by major governmental fund type, are or are not available for public purposes. Five categories of fund balances were created and defined by GASB 54. These five categories are as follows:

- **Non-spendable** – These funds are not available for expenditures based on legal or contractual requirements. An example might be inventories and prepaid expenditures.
- **Restricted** – These funds are governed by externally enforceable restrictions.
- **Committed** – Fund balances in this category are limited by the government’s highest level of decision making (in this case the City Council). Any changes of this designation must be done in the same manner that it was implemented. For example, if funds are committed by resolution, the commitment could only be released with another resolution.
- **Assigned** – For funds to be assigned, there must be an intended use which can be established by the City Council or an official delegated by the council, such as a city administrator or finance director. Assigned fund balance is delegated by the City Council to the City Manager.
- **Unassigned** – This classification is the default for all funds that do not fit into the other categories.

Restricted amounts are considered to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available. The City’s policy is to apply expenditures against non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance and unassigned fund balance at the end of the fiscal year.

T. Change in Accounting Policy

The City adopted the provisions of GASB #63 Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position. The statement requires governments to account for deferred outflows of resources, deferred inflows resources and net position as they relate to derivatives and service concession arrangements. Under the provisions of this statement, governments will also present a Statement of Net Position and changes the caption “Net Assets” to “Net Position”. The City has no deferred outflows or inflows of resources, but the statement titles and captions have been changed in conformity with the statement.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 2: CASH AND CASH EQUIVALENTS

The City's funds are required to be deposited and invested under the terms of the depository contract. The depository bank deposits for safekeeping and trust with the City's agent bank approved pledge securities in an amount sufficient to protect City funds on a day-to-day basis during the period of the contract. The pledge of approved securities is waived only to the extent of the depository bank's dollar amount of Federal Deposit Insurance Corporation (FDIC) insurance.

A. Cash

At September 30, 2013, the carrying amount of the City's cash on hand was \$1,400, deposits in the bank were \$1,386,448 and the book balance was \$1,270,892. The City's cash was fully collateralized. The component unit's bank deposits were \$487,839 and the book balance was \$485,551. This balance was fully collateralized.

B. Investments

The City is required by Government Code Chapter 2256, The Public Funds Investment Act, to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date of the portfolio, (8) investment staff quality and capabilities, and (9) bid solicitation preferences for certificates of deposits.

The Act determines the types of investments which are allowable for the City. These include, with certain restrictions, (1) obligations of the U.S. Treasury, U.S. agencies, and the State of Texas, (2) certificates of deposit, (3) certain municipal securities, (4) securities lending program, (5) repurchase agreements, (6) bankers acceptances, (7) mutual funds, (8) investments pools, (9) guaranteed investment contracts, and (10) commercial paper.

The City's cash, and cash equivalents at September 30, 2013 are as shown below:

	REPORTED AND FAIR VALUE	WEIGHTED AVERAGE MATURITY	RATING	
			MOODY'S	S & P
TexPool	\$14,895,185	n/a	Aaa	AAAm
Cash on Hand	1,400	n/a	n/a	n/a
Bank Deposits	<u>1,270,892</u>	n/a	n/a	n/a
 TOTAL CASH, CASH EQUIVALENTS, AND INVESTMENTS	 <u>\$16,167,477</u>			
 Unrestricted	 <u>16,045,280</u>			
 RESTRICTED	 <u>\$ 122,197</u>			

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

C. Analysis of Specific Deposit and Investment Risks

GASB Statement No. 40 requires a determination as to whether the City was exposed to the following specific investment risks at year end and if so, the reporting of certain related disclosures:

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized rating agencies are designed to give an indication of credit risk. City investment policy follows state guidelines. The City policy allows investments in certificates of deposit with banks in Texas, investments in U.S. Treasuries and Agencies, and investment pools that invest in obligations of the United States or its agencies and instrumentalities to name a few.

At September 30, 2013, the City's investments were in TexPool, a public funds investment pool where all securities held maintain a continuous rating of no lower than Aaa or AAAM or an equivalent rating by at least one nationally recognized rating service.

Custodial Credit Risk. Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the City's name.

At year end and per City policy all funds were in the City's name and collateralized with securities that maintain a continuous rating of no lower than AAA or AAA-m or an equivalent rating by at least one nationally recognized rating service. The City was not exposed to custodial credit risk.

Concentration of Credit Risk. This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. All City funds are in the external investment pool as allowed by the City's investment policy, and the investment pool invests in hundreds of authorized securities that minimize concentrations of credit risk. At year end, the City was not exposed to concentration of credit risk.

Interest Rate Risk. This is the risk that changes in interest rates will adversely affect the fair market value of an investment. At year end, the City was not exposed to interest rate risk due to investment in an external investment pool as authorized by the City's investment policy.

Foreign Currency Risk. This is the risk that exchange rates will adversely affect the fair value of an investment. The City's policy does not allow investment in foreign currency. At year end the City was not exposed to foreign currency risk.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

D. Investment Policy

The City's general policy is to report money market investments and short-term participating interest-earning investment contracts as amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes. Nonnegotiable certificates of deposit are examples of nonparticipating interest-earning investment contracts.

E. Public Funds Investment Pools

Public funds investment pools in Texas are established under the authority of the Interlocal Cooperation Act, Chapter 79 of the Texas Government Code, and are subject to the provisions of the Public Funds Investment Act, Chapter 2256 of the Texas Government Code. In addition to other provisions of the Act designed to promote liquidity and safety of principal, the Act requires pools to: (1) have an advisory board composed of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool; (2) maintain a continuous rating of no lower than AAA or AAA-m or an equivalent rating by at least one nationally recognized rating service; and (3) maintain the market value of its underlying investment portfolio within one half of one percent of the value of its shares.

NOTE 3: RECEIVABLES

A. Special Assessments

The City levied special assessments in 1986 against various property owners benefiting from public improvements completed in 1987. In accordance with the provisions of the assessment certificates issued for the property owners, assessments are due and payable at the time of completion. All assessments receivable as of September 30, 2012, are considered delinquent. These public improvements were funded through a note payable at the City's depository bank. Collections from assessment accounts were insufficient to cover the required note payments and therefore, the City's general fund paid the note in full through a transfer. Accordingly, current and future principal and interest collections on these delinquent accounts will be used to reimburse the City's general fund. The related assessments receivable, revenues, deferred revenue, and debt payments are reported in the debt service fund.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 3: RECEIVABLES (CONTINUED)

B. Other Receivables

Other receivables consist of the following:

	<u>AMOUNT</u>	<u>ALLOWANCE FOR DOUBTFUL</u>	<u>NET RECEIVABLE</u>
Property Taxes	\$ 191,556	\$ (28,733)	\$ 162,823
EMS Receivables	209,384	(209,384)	-
Special Assessment	11,744	-	11,744
Accounts	129,101	-	129,101
Utility	381,598	(17,793)	363,805

NOTE 4: PROPERTY TAX CALENDAR

The City's property tax is levied and becomes collectible each October 1 based on the assessed values listed as of prior January 1, which is the date a lien attaches to all taxable property in the City. Assessed values are established by the Bexar County Appraisal District at 100% of estimated market value. Assessed values are reduced by lawful exemptions to arrive at taxable values. A revaluation of all property is required to be completed every four (4) years. The total taxable value as of January 1, 2012, upon which the fiscal 2013 levy was based, was \$681,878,582 (market value less exemptions).

The City is permitted by the Constitution of the State of Texas to levy taxes up to \$2.50 per \$100 of taxable assessed valuation for all governmental purposes. Pursuant to a decision of the Attorney General of the State of Texas, up to \$1.50 per \$100 of assessed valuation may be used for the payment of long-term debt. The combined tax rate to finance general governmental services, including the payment of principal and interest on long-term debt, for the year ended September 30, 2013 was \$.574282 per \$100 of assessed value, which means that the City has a tax margin of \$1.92572 for each \$100 value. The City may not, however, adopt a tax rate that exceeds the rollback rate or the effective rate, whichever is lower, without first having two public hearings. If the City adopts a tax rate that exceeds the rollback tax rate, registered voters may petition the City for an election on the tax increase. A successful election limits the City's current tax rate to the rollback rate.

Property taxes are recorded as receivables and deferred revenues at the time the taxes are assessed. In governmental funds, revenues are recognized as the related ad valorem taxes are collected. Additional amounts estimated to be collectible in the time to be a resource for payment of obligations incurred during the fiscal year and therefore susceptible to accrual in accordance with generally accepted accounting principles have been recognized as revenue. In the government wide financial statements, the entire levy is recognized as revenue, net of estimated uncollectible amounts (if any), at the levy date.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 5: INTERFUND TRANSACTIONS

Transfers consisted of the following:

		PURPOSE
General Fund		
Transfers from CIED Fund	\$(227,216)	Program Supplement
Transfers to Building Security Fund	<u>10,000</u>	Program Supplement
TOTAL GENERAL FUND	<u>\$(217,216)</u>	

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CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 6: CAPITAL ASSETS

Governmental capital asset activity for the year ended September 30, 2013 was as follows:

	<u>BEGINNING BALANCE</u>	<u>RECLASS AND ADDITIONS</u>	<u>RECLASS AND DELETIONS</u>	<u>ENDING BALANCE</u>
<u>Governmental Activities</u>				
Capital Assets not being Depreciated				
Land	\$ 643,676	\$ 117,585	\$ -	\$ 761,261
Capital Assets being Depreciated				
Buildings	3,325,703	555,568	(9,000)	3,872,271
Transportation and Equipment	5,181,066	217,354	(92,146)	5,306,274
Infrastructure	10,789,688	-	-	10,789,688
Total Capital Assets being Depreciated	<u>19,296,457</u>	<u>772,922</u>	<u>(101,146)</u>	<u>19,968,233</u>
Less Accumulated Depreciation:				
Buildings	(1,427,987)	(64,084)	5,175	(1,486,896)
Transportation and Equipment	(3,181,591)	(327,282)	92,146	(3,416,727)
Infrastructure	(6,498,832)	(148,397)	-	(6,647,229)
Total Accumulated Depreciation	<u>(11,108,410)</u>	<u>(539,763)</u>	<u>97,321</u>	<u>(11,550,852)</u>
 Total Capital Assets being Depreciated - Net	 <u>8,188,047</u>	 <u>233,159</u>	 <u>(3,825)</u>	 <u>8,417,381</u>
 GOVERNMENTAL ACTIVITIES CAPITAL ASSETS - NET	 <u>\$ 8,831,723</u>	 <u>\$ 350,744</u>	 <u>\$ (3,825)</u>	 <u>\$ 9,178,642</u>
<u>Business-Type Activities</u>				
Capital Assets not being Depreciated				
Buildings	\$ 76,348	\$ 20,035	\$ -	\$ 96,383
Water Rights	1,055,539	-	-	1,055,539
Total Capital Assets not being Depreciated	<u>1,131,887</u>	<u>20,035</u>	<u>-</u>	<u>1,151,922</u>
Capital Assets being Depreciated				
Buildings	25,403	-	-	25,403
Improvements Other than Buildings	6,644,883	-	-	6,644,883
Transportation and Equipment	632,742	20,269	-	653,011
Total Capital Assets being Depreciated	<u>7,303,028</u>	<u>20,269</u>	<u>-</u>	<u>7,323,297</u>
Less Accumulated Depreciation				
Buildings	(18,297)	(410)	-	(18,707)
Improvements Other than Buildings	(3,979,517)	(127,595)	-	(4,107,112)
Transportation and Equipment	(439,060)	(42,879)	-	(481,939)
Total Accumulated Depreciation	<u>(4,436,874)</u>	<u>(170,884)</u>	<u>-</u>	<u>(4,607,758)</u>
 Total Capital Assets being Depreciated - Net	 <u>2,866,154</u>	 <u>(150,615)</u>	 <u>-</u>	 <u>2,715,539</u>
 BUSINESS-TYPE ACTIVITIES CAPITAL ASSETS - NET	 <u>\$ 3,998,041</u>	 <u>\$ (130,580)</u>	 <u>\$ -</u>	 <u>\$ 3,867,461</u>

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 6: CAPITAL ASSETS (CONTINUED)

Depreciation expense was charged to the governmental functions as follows:

Governmental Activities

Administration	\$ 39,109
Public Safety	225,786
Public Works	174,247
Parks and recreation	27,645
Community Development	66,571
Library	<u>6,405</u>
 TOTAL DEPRECIATION EXPENSE - GOVERNMENTAL ACTIVITIES	 <u>\$ 539,763</u>

Business-Type Activities

Water and Wastewater Utilities	<u>\$ 170,884</u>
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NOTE 7: LONG-TERM DEBT

Long-term debt and obligations payable at September 30, 2013 were comprised of the following individual issues:

	BALANCE 9/30/2012	ADDITIONS	PAYMENTS	BALANCE 9/30/2013	DUE WITHIN ONE YEAR
<u>Governmental Activities</u>					
General Obligation Refunding Bonds, Series 2009 Original Amount of \$2,575,000 Interest Rate 3.12%	\$ 1,810,000	\$ -	\$(280,000)	\$1,530,000	\$ 290,000
Public Property Finance Contract, 2009 Original Amount of \$1,060,000 Interest Rate of 4.42%	950,000	-	(40,000)	910,000	40,000
General Obligation Bonds, Series 2012 Original Amount of \$7,000,000 Interest Rate 1.25-3.25%	7,000,000	-	(25,000)	6,975,000	90,000
Issuance Premium	<u>138,014</u>	<u>-</u>	<u>(6,959)</u>	<u>131,055</u>	<u>6,959</u>
Subtotal	9,898,014	-	(351,959)	9,546,055	426,959
Compensated Absences	<u>427,456</u>	<u>84,682</u>	<u>(106,864)</u>	<u>405,274</u>	<u>101,319</u>
TOTAL GOVERNMENTAL ACTIVITIES	<u>\$10,325,470</u>	<u>\$ 84,682</u>	<u>\$(458,823)</u>	<u>\$9,951,329</u>	<u>\$ 528,278</u>
<u>Business-Type Activities</u>					
Compensated Absences	<u>\$ 59,486</u>	<u>\$ 20,382</u>	<u>\$ (14,872)</u>	<u>\$ 64,996</u>	<u>\$ 16,249</u>

In the past, the general fund and the water and wastewater fund were used to liquidate compensated absences.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 7: LONG-TERM DEBT (CONTINUED)

The General Obligation Refunding Bonds, Series 2009 were issued to refund the 1998 Certificates of Obligation and the 2000 Tax Notes which were for capital improvements and equipment. The 2009 Public Property Finance Contract was used to purchase a fire truck. The General Obligation Bonds, Series 2012 were issued for construction of new city facilities.

The annual requirements to amortize all long-term debt and obligations outstanding as of September 30, 2013, including interest payments, are as follows:

<u>YEAR ENDING SEPTEMBER 30,</u>	<u>PRINCIPAL</u>	<u>INTEREST</u>	<u>TOTAL</u>
2014	\$ 420,000	\$ 257,121	\$ 677,121
2015	430,000	245,946	675,946
2016	445,000	233,370	678,370
2017	460,000	219,505	679,505
2018	475,000	203,810	678,810
2019-2023	2,300,000	866,313	3,166,313
2024-2028	2,585,000	570,448	3,155,448
2029-2032	<u>2,300,000</u>	<u>181,488</u>	<u>2,481,488</u>
	<u>\$9,415,000</u>	<u>\$2,778,001</u>	<u>\$12,193,001</u>

NOTE 8: EMPLOYEES' RETIREMENT SYSTEM

A. Plan Description

The City provides pension benefits for all of its eligible employees through a non-traditional, joint-contributory, hybrid defined benefit plan in the state-wide Texas Municipal Retirement System (TMRS), an agent multiple-employer public employee retirement system. The plan provisions that have been adopted by the City are within the options available in the governing statutes of TMRS.

TMRS issues a publicly available comprehensive annual financial report that includes financial statements and required supplementary information (RSI) for TMRS; the report also provides detailed explanations of the contributions, benefits and actuarial methods and assumptions used by the system. This report may be obtained from TMRS' website at www.TMRS.com.

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Plan provisions for the City were as follows:

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 8: EMPLOYEES' RETIREMENT SYSTEM (CONTINUED)

A. Plan Description (Continued)

	<u>PLAN YEAR 2012</u>	<u>PLAN YEAR 2013</u>
Employee Deposit Rate	6.0%	6.0%
Matching Ratio (City to Employee)	2 to 1	2 to 1
Years Required for Vesting	10	10
Service Retirement Eligibility (Expressed as Age/Years of Service)	60/10, 0/20	60/10, 0/20
Updated Service Credit	100% Repeating, Transfers	100% Repeating, Transfers
Annuity Increase (to Retirees)	70% of CPI Repeating	70% of CPI Repeating

B. Contributions

Under the state law governing TMRS, the contribution rate for each City is determined annually by the actuary, using the Projected Unit Credit actuarial cost method. This rate consists of the normal cost contribution rate and the prior service cost contribution rate, which is calculated to be a level percent of payroll from year to year. The normal cost contribution rate finances the portion of an active member's projected benefit allocated annually; the prior service contribution rate amortizes the unfunded (over-funded) actuarial liability (asset) over the applicable period for that City. Both the normal cost and prior service contribution rates include recognition of the projected impact of annually repeating benefits, such as Updated Service Credits and Annuity Increases.

The City contributes to the TMRS Plan at an actuarially determined rate. Both the employees and the City make contributions monthly. Since the City needs to know its contribution rate in advance for budgetary purposes, there is a one-year delay between the actuarial valuation that serves as the basis for the rate and the calendar year when the rate goes into effect. The funded status as of December 31, 2012, the most recent actuarial valuation date, is presented as follows:

YEAR	(A) ACTUARIAL VALUE OF ASSETS	(B) ACTUARIAL ACCRUED LIABILITY	(C) (A)/(B) FUNDING RATIO	(D) UNFUNDED ACTUARIAL ACCRUED LIABILITY (UAAL)	(E) ANNUAL COVERED PAYROLL	(D)/(E) UAAL AS A PERCENT OF COVERED PAYROLL
2012	\$ 29,437,257	\$33,307,361	88.40%	\$ 3,870,104	\$ 4,568,492	84.71%

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 8: EMPLOYEES' RETIREMENT SYSTEM (CONTINUED)

B. Contributions (Continued)

The required contribution rates for fiscal year 2013 were determined as part of the December 31, 2010 and 2011 actuarial valuations. Additional information of the latest actuarial valuation at December 31, 2012 also follows:

Actuarial Valuation Date	<u>DECEMBER 31, 2012</u>	<u>DECEMBER 31, 2011</u>	<u>DECEMBER 31, 2010</u>
Actuarial Cost Method	Projected Unit Credit	Projected Unit Credit	Projected Unit Credit
Amortization Method	Level Percent of Payroll	Level Percent of Payroll	Level Percent of Payroll
GASB 25 Equivalent Single Amortization Period	25.2 years; closed period	26.1 years; closed period	27.1 years; closed period
Amortization Period for New Gains/Losses	30 Years	30 Years	30 Years
Asset Valuation Method	10-Year Smoothed Market	10-Year Smoothed Market	10-Year Smoothed Market
Actuarial Assumptions			
Investment Rate of Return	7.00%	7.00%	7.00%
Projected Salary Increases	Varies by Age and Service	Varies by Age and Service	Varies by Age and Service
Inflation	3.00%	3.00%	3.00%
Cost of Living Adjustments	2.10%	2.10%	2.10%

C. Supplemental Death Benefits Fund

The City also participates in the cost sharing multiple-employer defined benefit group-term life insurance plan operated by the Texas Municipal Retirement System (TMRS) known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

D. Benefits

The death benefit for active employees provides a lump-sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings, for the 12-month period preceding the month of death); retired employees are insured for \$7,500; this coverage is an "other post-employment benefit" or OPEB.

E. Contributions

The City contributes to the SDBF at a contractually required contribution rate as determined by an annual actuarial valuation. The rate is equal to the cost of providing one-year term life insurance. The funding policy for the SDBF program is to assure that adequate resources are available to meet all death benefit payments for the upcoming year; the intent is not to pre-fund retiree term life insurance during employees' entire careers.

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 8: EMPLOYEES' RETIREMENT SYSTEM (CONTINUED)

E. Contributions (Continued)

The City's contributions to the TMRS SDBF for the years ended 2013, 2012, and 2011 were \$11,927, \$11,788, and \$13,716 respectively, which equaled the required contributions each year. A schedule of contribution rates follows:

<u>PLAN YEAR</u>	<u>ANNUAL REQUIRED CONTRIBUTION RATE</u>	<u>ACTUAL CONTRIBUTION MADE</u>	<u>PERCENT CONTRIBUTED</u>	<u>NET PENSION OBLIGATION</u>
2013	0.03%	0.03%	100%	\$ -
2012	0.03	0.03	100	-
2011	0.03	0.03	100	-

NOTE 9: FUND BALANCE CATEGORIES

	<u>GENERAL FUND</u>	<u>OTHER GOVERNMENTAL FUNDS</u>	<u>TOTAL</u>
Non-Spendable			
Prepaid Expenditures	\$ 40,494	\$ 819	\$ 41,313
Inventory	13,784	-	13,784
	<u>54,278</u>	<u>819</u>	<u>55,097</u>
Restricted			
Capital Projects	-	6,872,585	6,872,585
Public Education Grants	52,251	-	52,251
Park Construction	49,531	-	49,531
Park Bucks Program	195	-	195
Debt Service	-	209,391	209,391
State Police Forfeiture	-	38,198	38,198
Federal Police Forfeiture	-	382,036	382,036
Building Security	-	368	368
Court Technology	-	50,537	50,537
Street Maintenance Tax	-	866,862	866,862
	<u>101,977</u>	<u>8,419,977</u>	<u>8,521,954</u>
Committed			
Natural or Man-Made Disasters	900,000	-	900,000
Assigned			
Library Construction	14,135	-	14,135
Bandera Road Development	125,000	-	125,000
	<u>139,135</u>	<u>-</u>	<u>139,135</u>
Unassigned	<u>2,456,717</u>	<u>1,413,694</u>	<u>3,870,411</u>
TOTALS	<u>\$3,652,107</u>	<u>\$ 9,834,490</u>	<u>\$13,486,597</u>

CITY OF LEON VALLEY, TEXAS
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
SEPTEMBER 30, 2013

NOTE 9: FUND BALANCE CATEGORIES (CONTINUED)

City Council established a policy where by \$900,000 may only be spent for natural or man-made disasters. That amount is reported as committed fund balance.

NOTE 10: CONTINGENCIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such agencies. Any disallowed claims, including amounts already collected may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

NOTE 11: RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; business interruption; errors and omissions; injuries to employees; employee health benefits; and other claims of various natures. The City contracts with the Texas Municipal League (TML) to provide insurance coverage for property and casualty, and workers compensation. TML is a multi-employer group that provides for a combination of risk sharing among pool participants and stop loss coverage. Contributions are set annually by the provider. Liability by the City is generally limited to the contribution amounts. During the past three years, no settlements have exceeded insurance coverage.

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REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule – General Fund
- Schedule of Funding Progress – Defined Benefit

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CITY OF LEON VALLEY, TEXAS
 REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL - GENERAL FUND
YEAR ENDED SEPTEMBER 30, 2013
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	BUDGET AMOUNTS		2013 ACTUAL	VARIANCE WITH FINAL BUDGET - POSITIVE (NEGATIVE)	2012 ACTUAL
	ORIGINAL	FINAL			
<u>REVENUES</u>					
Property Taxes	\$ 3,086,388	\$ 3,086,388	\$3,164,070	\$ 77,682	\$3,128,035
Sales Taxes	1,793,342	1,793,342	1,933,466	140,124	1,802,128
Franchise Fees	725,827	725,827	701,468	(24,359)	708,434
Licenses, Permits, Fees and Fines	1,026,965	1,026,965	1,038,869	11,904	994,608
Grants	-	-	4,523	4,523	6,122
Other	120,243	120,243	347,026	226,783	95,454
Total Revenues	<u>6,752,765</u>	<u>6,752,765</u>	<u>7,189,422</u>	<u>436,657</u>	<u>6,734,781</u>
<u>EXPENDITURES</u>					
Administration					
Business Office					
Personnel Services	74,991	74,991	71,065	3,926	63,575
Supplies	8,330	8,330	6,525	1,805	7,827
Contracted Services	82,990	82,990	72,754	10,236	93,402
Total Business Office	<u>166,311</u>	<u>166,311</u>	<u>150,344</u>	<u>15,967</u>	<u>164,804</u>
Finance and Accounting					
Personnel Services	132,072	132,072	131,170	902	138,679
Supplies	6,800	6,800	4,755	2,045	10,323
Contracted Services	75,575	75,575	74,007	1,568	66,123
Capital Outlay	-	-	-	-	-
Total Finance and Accounting	<u>214,447</u>	<u>214,447</u>	<u>209,932</u>	<u>4,515</u>	<u>215,125</u>
Council and Manager					
Personnel Services	178,673	178,673	179,464	(791)	190,126
Supplies	14,600	14,600	13,402	1,198	10,311
Contracted Services	113,354	113,354	107,214	6,140	111,269
Capital Outlay	-	-	-	-	-
Total Council and Manager	<u>306,627</u>	<u>306,627</u>	<u>300,080</u>	<u>6,547</u>	<u>311,706</u>
Total Administration	<u>687,385</u>	<u>687,385</u>	<u>660,356</u>	<u>27,029</u>	<u>691,635</u>
Public Safety					
Law Enforcement Administration					
Personnel Services	211,899	211,899	207,168	4,731	208,164
Supplies	1,900	1,900	2,696	(796)	2,089
Contracted Services	31,597	31,597	30,764	833	29,294
Total Law Enforcement Administration	<u>245,396</u>	<u>245,396</u>	<u>240,628</u>	<u>4,768</u>	<u>239,547</u>
Law Enforcement Patrol					
Personnel Services	1,154,878	1,154,878	1,029,686	125,192	1,155,960
Supplies	82,900	82,900	62,792	20,108	71,876
Contracted Services	9,700	9,700	28,493	(18,793)	8,024
Capital Outlay	-	-	-	-	-
Total Law Enforcement Patrol	<u>1,247,478</u>	<u>1,247,478</u>	<u>1,120,971</u>	<u>126,507</u>	<u>1,235,860</u>

CITY OF LEON VALLEY, TEXAS
 REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
BUDGET AND ACTUAL- GENERAL FUND (CONTINUED)
 YEAR ENDED SEPTEMBER 30, 2013
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	BUDGET AMOUNTS		2013 ACTUAL	VARIANCE WITH FINAL BUDGET - POSITIVE (NEGATIVE)	2012 ACTUAL
	ORIGINAL	FINAL			
<u>EXPENDITURES (CONTINUED)</u>					
Public Safety (Continued)					
Law Enforcement Communications					
Personnel Services	\$ 271,968	\$ 271,968	\$ 240,988	\$ 30,980	\$ 258,240
Supplies	1,025	1,025	833	192	1,268
Contracted Services	4,400	4,400	3,186	1,214	2,914
Total Law Enforcement Communications	<u>277,393</u>	<u>277,393</u>	<u>245,007</u>	<u>32,386</u>	<u>262,422</u>
Law Enforcement Investigations					
Personnel Services	289,736	289,736	285,730	4,006	279,695
Supplies	2,100	2,100	514	1,586	767
Contracted Services	4,950	4,950	1,945	3,005	2,467
Total Law Enforcement Investigations	<u>296,786</u>	<u>296,786</u>	<u>288,189</u>	<u>8,597</u>	<u>282,929</u>
Law Enforcement Narcotics					
Personnel Services	75,249	75,249	73,012	2,237	68,877
Contracted Services	136	136	102	34	111
Total Law Enforcement Narcotics	<u>75,385</u>	<u>75,385</u>	<u>73,114</u>	<u>2,271</u>	<u>68,988</u>
Fire Protection Administration					
Personnel Services	219,810	219,810	159,658	60,152	211,202
Supplies	4,914	10,065	10,392	(327)	5,142
Contracted Services	37,817	37,817	35,326	2,491	39,138
Capital Outlay	39,000	33,849	15,259	18,590	14,927
Total Fire Protection Administration	<u>301,541</u>	<u>301,541</u>	<u>220,635</u>	<u>80,906</u>	<u>270,409</u>
Fire Protection Operations					
Personnel Services	1,633,702	1,633,702	1,609,765	23,937	1,475,784
Supplies	31,237	31,237	27,551	3,686	59,813
Contracted Services	67,891	67,891	75,838	(7,947)	71,730
Capital Outlay	67,508	67,508	44,741	22,767	24,551
Total Fire Protection Operations	<u>1,800,338</u>	<u>1,800,338</u>	<u>1,757,895</u>	<u>42,443</u>	<u>1,631,878</u>
Emergency Medical Services					
Supplies	39,610	40,634	38,745	1,889	40,696
Contracted Services	68,920	72,420	69,662	2,758	65,448
Capital Outlay	-	-	30,847	(30,847)	26,970
Total Emergency Medical Services	<u>108,530</u>	<u>113,054</u>	<u>139,254</u>	<u>(26,200)</u>	<u>133,114</u>
Total Public Safety	<u>4,352,847</u>	<u>4,357,371</u>	<u>4,085,693</u>	<u>271,678</u>	<u>4,125,147</u>
Public Works					
Public Works					
Personnel Services	699,963	699,963	648,003	51,960	704,979
Supplies	152,300	152,300	107,106	45,194	132,953
Contracted Services	210,000	210,000	206,654	3,346	168,482
Capital Outlay	49,500	49,500	31,809	17,691	22,766
Total Public Works	<u>1,111,763</u>	<u>1,111,763</u>	<u>993,572</u>	<u>118,191</u>	<u>1,029,180</u>

CITY OF LEON VALLEY, TEXAS
 REQUIRED SUPPLEMENTARY INFORMATION
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE -
 BUDGET AND ACTUAL - GENERAL FUND (CONTINUED)
 YEAR ENDED SEPTEMBER 30, 2013
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	BUDGET AMOUNTS		2013 ACTUAL	VARIANCE WITH FINAL BUDGET - POSITIVE (NEGATIVE)	2012 ACTUAL
	ORIGINAL	FINAL			
<u>EXPENDITURES (CONTINUED)</u>					
Parks and Recreation					
Personnel Services	\$ 81,940	\$ 81,940	\$ 57,002	\$ 24,938	\$ 67,429
Supplies	15,000	15,000	17,519	(2,519)	12,455
Contracted Services	15,000	15,000	12,281	2,719	11,940
Capital Outlay	-	-	-	-	-
Total Parks and Recreation	<u>111,940</u>	<u>111,940</u>	<u>86,802</u>	<u>25,138</u>	<u>91,824</u>
Library					
Personnel Services	202,437	202,437	202,007	430	190,690
Supplies	20,344	21,344	34,893	(13,549)	33,058
Contracted Services	30,530	30,530	30,688	(158)	86,977
Capital Outlay	185,000	579,910	555,568	24,342	-
Total Library	<u>438,311</u>	<u>834,221</u>	<u>823,156</u>	<u>11,065</u>	<u>310,725</u>
Development Activities					
Community Development/Events					
Personnel Services	182,218	182,218	148,691	33,527	184,035
Supplies	8,000	8,000	8,455	(455)	21,750
Contracted Services	120,252	120,252	130,012	(9,760)	143,119
Capital Outlay	-	-	-	-	17,442
Total Community Development/Events	<u>310,470</u>	<u>310,470</u>	<u>287,158</u>	<u>23,312</u>	<u>366,346</u>
Special Events					
Supplies	17,599	17,599	10,899	6,700	-
Economic Development					
Personnel Services	114,814	114,814	111,762	3,052	63,785
Supplies	1,339	1,339	1,493	(154)	3,366
Contracted Services	8,604	8,604	9,081	(477)	29,196
Capital Outlay	-	-	-	-	-
Total Economic Development	<u>124,757</u>	<u>124,757</u>	<u>122,336</u>	<u>2,421</u>	<u>96,347</u>
Total Development Activities	<u>452,826</u>	<u>452,826</u>	<u>420,393</u>	<u>32,433</u>	<u>462,693</u>
Total Expenditures	<u>7,155,072</u>	<u>7,555,506</u>	<u>7,069,972</u>	<u>485,534</u>	<u>6,711,204</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(402,307)</u>	<u>(802,741)</u>	<u>119,450</u>	<u>922,191</u>	<u>23,577</u>
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfers In	-	-	227,216	227,216	-
Transfers Out	(10,000)	(10,000)	(10,000)	-	(18,000)
Total Other Financing Sources (Uses)	<u>(10,000)</u>	<u>(10,000)</u>	<u>217,216</u>	<u>227,216</u>	<u>(18,000)</u>
Net Change in Fund Balance	(412,307)	(812,741)	336,666	1,149,407	5,577
<u>FUND BALANCE - BEGINNING</u>	<u>3,315,441</u>	<u>3,315,441</u>	<u>3,315,441</u>	<u>-</u>	<u>3,309,864</u>
FUND BALANCE - ENDING	<u>\$ 2,903,134</u>	<u>\$ 2,502,700</u>	<u>\$3,652,107</u>	<u>\$ 1,149,407</u>	<u>\$3,315,441</u>

CITY OF LEON VALLEY, TEXAS
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF FUNDING PROGRESS
YEAR ENDED SEPTEMBER 30, 2013

YEAR	(A) ACTUARIAL VALUE OF ASSETS	(B) ACTUARIAL ACCRUED LIABILITY	(C) (A)/(B) FUNDING RATIO	(D) UNFUNDED ACTUARIAL ACCRUED LIABILITY (UAAL)	(E) ANNUAL COVERED PAYROLL	(D)/(E) UAAL AS A PERCENT OF COVERED PAYROLL
2010	\$ 25,902,789	\$ 30,487,236	84.96%	\$ 4,584,447	\$ 4,572,138	100.27%
2011	27,729,485	31,993,586	86.70%	4,264,101	4,456,281	95.70%
2012	29,437,257	33,307,361	88.40%	3,870,104	4,568,492	84.71%

OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes combining nonmajor individual fund statements which are not required by the GASB, nor a part of the basic financial statements.

FUND DESCRIPTIONS

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues and expenditures that are legally restricted for a specific purpose.

- **Community Center** – Accounts for hotel occupancy tax revenues and expenditures, funding mainly the community and conference centers.
- **Grants Fund** – Accounts for grant revenues received from other governments and the related expenditures.
- **Child Safety Fund** – Accounts for the drug awareness and prevention program, school crossing guards, and other child safety programs.
- **State Police Forfeiture Fund** – Accounts for revenues from seized assets and the allowed expenditure of that revenue.
- **Federal Police Forfeiture Fund** – Accounts for revenues from seized assets in federal cases and the allowed expenditure of that revenue.
- **Building Security Fund** – Accounts for portion of municipal fines that are allocated to building security and the allowed expenditures.
- **Court Technology** – Accounts for portion of municipal fines that are allocated to court technology and the allowed expenditures.
- **Street Maintenance Fund** – Accounts for sales tax collections for street maintenance. This special tax was approved by voters in November 2007.

DEBT SERVICE FUNDS

These funds are used to account for the accumulation of resources and the related disbursement for the retirement of long-term debt.

CITY OF LEON VALLEY, TEXAS
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
SEPTEMBER 30, 2013

	<u>COMMUNITY CENTER</u>	<u>GRANTS</u>	<u>CHILD SAFETY</u>	<u>STATE POLICE FORFEITURE</u>
<u>ASSETS</u>				
Cash and Cash Equivalents	\$ 146,251	\$ -	\$ 9,587	\$ 38,198
Accounts Receivable - Net of Allowance				
Property Taxes	-	-	-	-
Special Assessment	-	-	-	-
Other	15,692	-	916	-
Prepaid Items	<u>665</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL ASSETS	<u>\$ 162,608</u>	<u>\$ -</u>	<u>\$ 10,503</u>	<u>\$ 38,198</u>
<u>LIABILITIES</u>				
Accounts Payable	\$ 2,454	\$ -	\$ -	\$ -
Accrued Expenditures	946	-	485	-
Deposits Payable	34,458	-	-	-
Deferred/Unearned Revenue	-	-	-	-
Total Liabilities	<u>37,858</u>	<u>-</u>	<u>485</u>	<u>-</u>
<u>FUND BALANCES</u>				
Nonspendable	665	-	-	-
Restricted	-	-	-	38,198
Unassigned Reported in Special Revenue Funds	<u>124,085</u>	<u>-</u>	<u>10,018</u>	<u>-</u>
Total Fund Balances	<u>124,750</u>	<u>-</u>	<u>10,018</u>	<u>38,198</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 162,608</u>	<u>\$ -</u>	<u>\$ 10,503</u>	<u>\$ 38,198</u>

<u>FEDERAL POLICE FORFEITURE</u>	<u>BUILDING SECURITY</u>	<u>COURT TECHNOLOGY</u>	<u>STREET MAINTENANCE TAX</u>	<u>DEBT SERVICE SERVICE</u>	<u>TOTALS</u>
\$ 390,154	\$ 256	\$ 50,613	\$ 781,944	\$ 208,539	\$1,625,542
-	-	-	-	23,003	23,003
-	-	-	-	11,744	11,744
-	112	-	84,918	852	102,490
-	154	-	-	-	819
<u>\$ 390,154</u>	<u>\$ 522</u>	<u>\$ 50,613</u>	<u>\$ 866,862</u>	<u>\$ 244,138</u>	<u>\$1,763,598</u>
\$ 8,060	\$ -	\$ 76	\$ -	\$ -	\$ 10,590
58	-	-	-	-	1,489
-	-	-	-	-	34,458
-	-	-	-	34,747	34,747
<u>8,118</u>	<u>-</u>	<u>76</u>	<u>-</u>	<u>34,747</u>	<u>81,284</u>
-	154	-	-	-	819
382,036	368	50,537	866,862	209,391	1,547,392
-	-	-	-	-	134,103
<u>382,036</u>	<u>522</u>	<u>50,537</u>	<u>866,862</u>	<u>209,391</u>	<u>1,682,314</u>
<u>\$ 390,154</u>	<u>\$ 522</u>	<u>\$ 50,613</u>	<u>\$ 866,862</u>	<u>\$ 244,138</u>	<u>\$1,763,598</u>

CITY OF LEON VALLEY, TEXAS
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
YEAR ENDED SEPTEMBER 30, 2013

	<u>COMMUNITY CENTER</u>	<u>GRANTS</u>	<u>CHILD SAFETY</u>	<u>STATE POLICE FORFEITURE</u>
<u>REVENUES</u>				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Sales Taxes	94,396	-	-	-
Fines and Forfeitures	-	-	13,197	-
Rent	83,470	-	-	-
Interest	-	-	-	-
Miscellaneous	-	-	-	12,808
Total Revenues	<u>177,866</u>	<u>-</u>	<u>13,197</u>	<u>12,808</u>
<u>EXPENDITURES</u>				
Current				
Administration	-	-	-	-
Public Safety	-	2,638	27,389	-
Public Works	-	-	-	-
Community Development	133,694	-	-	-
Capital Outlay	-	-	-	-
Bond Issue Costs	-	-	-	-
Debt Service				
Principal	-	-	-	-
Interest	-	-	-	-
Fiscal Agent Fees and Bond Issue Costs	-	-	-	-
Total Expenditures	<u>133,694</u>	<u>2,638</u>	<u>27,389</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	44,172	(2,638)	(14,192)	12,808
<u>OTHER FINANCING SOURCES (USES)</u>				
Transfers In	-	-	-	-
Total Other Financing Sources (Uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balances	44,172	(2,638)	(14,192)	12,808
<u>FUND BALANCES AT BEGINNING OF YEAR</u>	<u>80,578</u>	<u>2,638</u>	<u>24,210</u>	<u>25,390</u>
FUND BALANCES AT END OF YEAR	<u>\$ 124,750</u>	<u>\$ -</u>	<u>\$ 10,018</u>	<u>\$ 38,198</u>

<u>FEDERAL POLICE FORFEITURE</u>	<u>BUILDING SECURITY</u>	<u>COURT TECHNOLOGY</u>	<u>STREET MAINTENANCE TAX</u>	<u>DEBT SERVICE SERVICE</u>	<u>TOTALS</u>
\$ -	\$ -	\$ -	\$ -	\$ 645,285	\$ 645,285
-	-	-	475,549	-	569,945
78,103	11,383	15,130	-	-	117,813
-	-	-	-	-	83,470
413	-	-	335	-	748
-	-	-	-	-	12,808
<u>78,516</u>	<u>11,383</u>	<u>15,130</u>	<u>475,884</u>	<u>645,285</u>	<u>1,430,069</u>
-	-	23,899	-	-	23,899
70,155	21,566	-	-	-	121,748
-	-	-	10,721	-	10,721
-	-	-	-	-	133,694
94,698	-	-	-	-	94,698
-	-	-	-	-	-
-	-	-	-	345,000	345,000
-	-	-	-	270,019	270,019
-	-	-	-	1,500	1,500
<u>164,853</u>	<u>21,566</u>	<u>23,899</u>	<u>10,721</u>	<u>616,519</u>	<u>1,001,279</u>
(86,337)	(10,183)	(8,769)	465,163	28,766	428,790
-	10,000	-	-	-	10,000
-	10,000	-	-	-	10,000
(86,337)	(183)	(8,769)	465,163	28,766	438,790
<u>468,373</u>	<u>705</u>	<u>59,306</u>	<u>401,699</u>	<u>180,625</u>	<u>1,243,524</u>
<u>\$ 382,036</u>	<u>\$ 522</u>	<u>\$ 50,537</u>	<u>\$ 866,862</u>	<u>\$ 209,391</u>	<u>\$ 1,682,314</u>

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
COMMUNITY CENTER FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>2013 ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>	<u>2012 ACTUAL AMOUNTS</u>
<u>REVENUES</u>					
Hotel/Motel Taxes	\$ 75,746	\$ 66,701	\$ 94,396	\$ 27,695	\$ 82,409
Rent	<u>74,053</u>	<u>74,000</u>	<u>83,470</u>	<u>9,470</u>	<u>75,525</u>
Total Revenues	<u>149,799</u>	<u>140,701</u>	<u>177,866</u>	<u>37,165</u>	<u>157,934</u>
<u>EXPENDITURES</u>					
Current					
Community Development	134,714	144,714	133,694	11,020	121,663
Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>134,714</u>	<u>144,714</u>	<u>133,694</u>	<u>11,020</u>	<u>121,663</u>
Net Change In Fund Balance	15,085	(4,013)	44,172	48,185	36,271
<u>FUND BALANCE - BEGINNING</u>	<u>80,578</u>	<u>80,578</u>	<u>80,578</u>	<u>-</u>	<u>19,569</u>
FUND BALANCE - ENDING	<u>\$ 95,663</u>	<u>\$ 76,565</u>	<u>\$ 124,750</u>	<u>\$ 48,185</u>	<u>\$ 55,840</u>

CITY OF LEON VALLEY, TEXAS
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
 BUDGET AND ACTUAL
 GRANTS FUND
 YEAR ENDED SEPTEMBER 30, 2013
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	ORIGINAL AND FINAL BUDGET	2013 ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	2012 ACTUAL AMOUNTS
<u>REVENUES</u>				
Grants	\$ -	\$ -	\$ -	\$ -
<u>EXPENDITURES</u>				
Current				
Public Safety	2,987	2,638	349	3,450
Net Change In Fund Balance	(2,987)	(2,638)	349	(3,450)
<u>FUND BALANCE - BEGINNING</u>	2,638	2,638	-	6,088
FUND BALANCE - ENDING	\$ (349)	\$ -	\$ 349	\$ 2,638

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
CHILD SAFETY FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>2013 ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>	<u>2012 ACTUAL AMOUNTS</u>
<u>REVENUES</u>					
Fines and Forfeitures	\$11,600	\$12,200	\$13,197	\$ 997	\$ 12,895
<u>EXPENDITURES</u>					
Current					
Public Safety	33,731	33,731	27,389	6,342	27,562
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfers In	-	15,000	-	(15,000)	15,000
Net Change in Fund Balance	(22,131)	(6,531)	(14,192)	(7,661)	333
<u>FUND BALANCE - BEGINNING</u>	<u>24,210</u>	<u>24,210</u>	<u>24,210</u>	<u>-</u>	<u>23,877</u>
FUND BALANCE - ENDING	<u>\$ 2,079</u>	<u>\$17,679</u>	<u>\$10,018</u>	<u>\$ (7,661)</u>	<u>\$ 24,210</u>

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
STATE POLICE FORFEITURE FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	<u>ORIGINAL AND FINAL BUDGET</u>	<u>2013 ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>	<u>2012 ACTUAL AMOUNTS</u>
<u>REVENUES</u>				
Miscellaneous	\$ -	\$ 12,808	\$ 12,808	\$ 2,392
<u>EXPENDITURES</u>				
Current				
Public Safety	-	-	-	-
Net Change In Fund Balance	-	12,808	12,808	2,392
<u>FUND BALANCE - BEGINNING</u>	<u>25,390</u>	<u>25,390</u>	<u>-</u>	<u>22,998</u>
FUND BALANCE - ENDING	<u>\$ 25,390</u>	<u>\$ 38,198</u>	<u>\$ 12,808</u>	<u>\$ 25,390</u>

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FEDERAL POLICE FORFEITURE FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	ORIGINAL BUDGET	FINAL BUDGET	2013 ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	2012 ACTUAL AMOUNTS
<u>REVENUES</u>					
Fines and Forfeitures	\$ -	\$ -	\$ 78,103	\$ 78,103	\$ 111,187
Interest	-	-	413	413	495
Total Revenues	<u>-</u>	<u>-</u>	<u>78,516</u>	<u>78,516</u>	<u>111,682</u>
<u>EXPENDITURES</u>					
Current					
Public Safety	85,558	107,702	70,155	37,547	67,217
Capital Outlay	98,000	98,000	94,698	3,302	48,609
Total Expenditures	<u>183,558</u>	<u>205,702</u>	<u>164,853</u>	<u>40,849</u>	<u>115,826</u>
Net Change In Fund Balance	(183,558)	(205,702)	(86,337)	119,365	(4,144)
<u>FUND BALANCE - BEGINNING</u>	<u>472,517</u>	<u>472,517</u>	<u>468,373</u>	<u>-</u>	<u>472,517</u>
FUND BALANCE - ENDING	<u>\$288,959</u>	<u>\$266,815</u>	<u>\$382,036</u>	<u>\$ 119,365</u>	<u>\$468,373</u>

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
BUILDING SECURITY FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>2013 ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>	<u>2012 ACTUAL AMOUNTS</u>
<u>REVENUES</u>					
Fines and Forfeitures	<u>\$13,500</u>	<u>\$19,800</u>	<u>\$11,383</u>	<u>\$ (8,417)</u>	<u>\$14,366</u>
<u>EXPENDITURES</u>					
Current					
Public Safety	<u>21,788</u>	<u>21,788</u>	<u>21,566</u>	<u>222</u>	<u>20,688</u>
<u>OTHER FINANCING SOURCES (USES)</u>					
Transfers In	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>-</u>	<u>3,000</u>
Net Change in Fund Balance	<u>1,712</u>	<u>8,012</u>	<u>(183)</u>	<u>(8,195)</u>	<u>(3,322)</u>
<u>FUND BALANCE - BEGINNING</u>	<u>705</u>	<u>705</u>	<u>705</u>	<u>-</u>	<u>4,027</u>
FUND BALANCE - ENDING	<u>\$ 2,417</u>	<u>\$ 8,717</u>	<u>\$ 522</u>	<u>\$ (8,195)</u>	<u>\$ 705</u>

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
COURT TECHNOLOGY FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>2013 ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>	<u>2012 ACTUAL AMOUNTS</u>
<u>REVENUES</u>					
Fines and Forfeitures	\$ 18,700	\$ 26,402	\$ 15,130	\$ (11,272)	\$ 19,169
<u>EXPENDITURES</u>					
Current					
Administration	23,200	23,200	23,899	(699)	22,103
Capital Outlay	30,000	30,000	-	30,000	-
Total Expenditures	53,200	53,200	23,899	29,301	22,103
Net Change In Fund Balance	(34,500)	(26,798)	(8,769)	18,029	(2,934)
<u>FUND BALANCE - BEGINNING</u>	<u>59,306</u>	<u>59,306</u>	<u>59,306</u>	<u>-</u>	<u>62,240</u>
<u>FUND BALANCE - ENDING</u>	<u>\$ 24,806</u>	<u>\$ 32,508</u>	<u>\$ 50,537</u>	<u>\$ 18,029</u>	<u>\$ 59,306</u>

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
STREET MAINTENANCE TAX FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	<u>ORIGINAL BUDGET</u>	<u>FINAL BUDGET</u>	<u>2013 ACTUAL AMOUNTS</u>	<u>VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)</u>	<u>2012 ACTUAL AMOUNTS</u>
<u>REVENUES</u>					
Fines and Forfeitures	\$ 439,560	\$ 439,560	\$ 475,549	\$ 35,989	\$ 443,432
Interest	-	-	335	335	306
Total Revenues	<u>439,560</u>	<u>439,560</u>	<u>475,884</u>	<u>36,324</u>	<u>443,738</u>
<u>EXPENDITURES</u>					
Current					
Public Works	<u>830,254</u>	<u>830,254</u>	<u>10,721</u>	<u>819,533</u>	<u>546,311</u>
Net Change In Fund Balance	(390,694)	(390,694)	465,163	855,857	(102,573)
<u>FUND BALANCE - BEGINNING</u>	<u>401,699</u>	<u>401,699</u>	<u>401,699</u>	<u>-</u>	<u>504,272</u>
FUND BALANCE - ENDING	<u>\$ 11,005</u>	<u>\$ 11,005</u>	<u>\$ 866,862</u>	<u>\$ 855,857</u>	<u>\$ 401,699</u>

CITY OF LEON VALLEY, TEXAS
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
DEBT SERVICE FUND
YEAR ENDED SEPTEMBER 30, 2013
(WITH COMPARATIVE ACTUAL TOTALS FOR 2012)

	ORIGINAL AND FINAL BUDGET	2013 ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)	2012 ACTUAL AMOUNTS
<u>REVENUES</u>				
Property Taxes	\$ 620,219	\$ 645,285	\$ 25,066	\$ 416,046
Total Revenues	<u>620,219</u>	<u>645,285</u>	<u>25,066</u>	<u>416,046</u>
<u>EXPENDITURES</u>				
Debt Service				
Principal	345,000	345,000	-	310,000
Interest	270,019	270,019	-	103,328
Fiscal Agent Fees	1,500	1,500	-	1,000
Total Expenditures	<u>616,519</u>	<u>616,519</u>	<u>-</u>	<u>414,328</u>
Net Change In Fund Balance	3,700	28,766	25,066	1,718
<u>FUND BALANCE - BEGINNING</u>	<u>178,907</u>	<u>180,625</u>	<u>-</u>	<u>178,907</u>
 FUND BALANCE - ENDING	 <u>\$ 182,607</u>	 <u>\$ 209,391</u>	 <u>\$ 25,066</u>	 <u>\$ 180,625</u>

STATISTICAL SECTION

STATISTICAL SECTION

This part of the City of Leon Valley's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about Leon Valley's overall financial health.

Contents

Tables

Financial Trends

1 through 5

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

Revenue Capacity

6 through 11

These schedules contain information to help the reader assess the City's most significant revenue sources.

Debt Capacity

12 through 16

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.

Demographic and Economic Information

17 through 18

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.

Operating Information

19 through 20

These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs.

CITY OF LEON VALLEY, TEXAS
NET POSITION, BY COMPONENT
LAST FIVE FISCAL YEARS

TABLE 1

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>GOVERNMENTAL ACTIVITIES</u>					
Net Investment in Capital Assets	\$ 6,147,970	\$ 6,213,549	\$ 5,639,798	\$ 5,934,633	\$ 6,374,117
Restricted	193,145	132,581	101,101	101,677	157,074
Unrestricted	<u>3,707,802</u>	<u>4,180,108</u>	<u>4,686,001</u>	<u>4,708,814</u>	<u>6,496,088</u>
 TOTAL GOVERNMENTAL ACTIVITIES NET POSITION	 <u>\$10,048,917</u>	 <u>\$10,526,238</u>	 <u>\$10,426,900</u>	 <u>\$10,745,124</u>	 <u>\$13,027,279</u>
<u>BUSINESS-TYPE ACTIVITIES</u>					
Net Investment in Capital Assets	\$ 3,635,029	\$ 3,897,305	\$ 4,138,854	\$ 3,998,041	\$ 3,867,460
Restricted	323,508	339,733	568,056	762,316	1,066,500
Unrestricted	<u>1,982,058</u>	<u>2,147,223</u>	<u>2,137,671</u>	<u>1,966,216</u>	<u>1,829,758</u>
 TOTAL BUSINESS-TYPE ACTIVITIES NET POSITION	 <u>\$ 5,940,595</u>	 <u>\$ 6,384,261</u>	 <u>\$ 6,844,581</u>	 <u>\$ 6,726,573</u>	 <u>\$ 6,763,718</u>
<u>PRIMARY GOVERNMENT</u>					
Net Investment in Capital Assets	\$ 9,782,999	\$10,110,854	\$ 9,778,652	\$ 9,932,674	\$10,241,577
Restricted	516,653	472,314	669,157	863,993	1,223,574
Unrestricted	<u>5,689,860</u>	<u>6,327,331</u>	<u>6,823,672</u>	<u>6,675,030</u>	<u>8,325,846</u>
 TOTAL PRIMARY GOVERNMENT NET POSITION	 <u>\$15,989,512</u>	 <u>\$16,910,499</u>	 <u>\$17,271,481</u>	 <u>\$17,471,697</u>	 <u>\$19,790,997</u>

CITY OF LEON VALLEY, TEXAS
CHANGE IN NET POSITION
LAST FIVE FISCAL YEARS

TABLE 2

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>EXPENSES</u>					
<u>Governmental Activities</u>					
Administration	\$ 805,391	\$ 940,156	\$ 849,230	\$ 764,140	\$ 910,636
Public Safety	4,439,516	4,525,947	4,502,741	4,344,695	4,335,920
Public Works	1,535,333	1,624,573	1,715,642	1,714,581	1,140,612
Parks and Recreation	100,777	144,742	135,728	117,840	113,792
Library	281,725	274,701	264,260	322,688	322,587
Community Development	680,352	664,712	666,326	610,394	566,113
Capital Outlay	-	-	-	-	-
Interest on Long-Term Debt	187,862	122,184	117,639	107,645	275,120
Total Governmental Activities	<u>8,030,956</u>	<u>8,297,015</u>	<u>8,251,566</u>	<u>7,981,983</u>	<u>7,664,780</u>
<u>Business-Type Activities</u>					
Water and Wastewater Utilities	<u>2,357,800</u>	<u>2,631,544</u>	<u>2,796,812</u>	<u>3,218,973</u>	<u>3,282,774</u>
Total Primary Government Expenses	<u>10,388,756</u>	<u>10,928,559</u>	<u>11,048,378</u>	<u>11,200,956</u>	<u>10,947,554</u>
<u>PROGRAM REVENUES</u>					
<u>Governmental Activities</u>					
<u>Charges for Service</u>					
Administration	333,606	330,541	288,791	595,568	298,947
Public Safety	1,265,691	1,589,362	1,082,149	849,832	833,662
Parks and Recreation	12,145	15,010	16,790	16,186	15,544
Library	2,358	1,987	3,102	2,329	1,972
Community Development	133,177	97,399	118,723	119,382	97,193
Operating Grants and Contributions	127,151	9,953	49,602	117,275	82,626
Capital Grants and Contributions	59,499	218,790	81,683	-	372,585
Total Governmental Activities Program Revenues	<u>1,933,627</u>	<u>2,263,042</u>	<u>1,640,840</u>	<u>1,700,572</u>	<u>1,702,529</u>
<u>Business-Type Activities</u>					
<u>Charges for Service</u>					
Water and Wastewater Utilities	<u>2,638,172</u>	<u>2,840,701</u>	<u>3,115,598</u>	<u>3,039,389</u>	<u>3,291,009</u>
Total Primary Government Program Revenues	<u>4,571,799</u>	<u>5,103,743</u>	<u>4,756,438</u>	<u>4,739,961</u>	<u>4,993,538</u>

CITY OF LEON VALLEY, TEXAS
CHANGE IN NET POSITION (CONTINUED)
LAST FIVE FISCAL YEARS

TABLE 2 (CONTINUED)

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>Net (Expense) Revenues</u>					
Governmental Activities	\$ (6,097,329)	\$ (6,033,973)	\$ (6,610,726)	\$ (6,281,411)	\$ (5,962,251)
Business-Type Activities	<u>280,372</u>	<u>209,157</u>	<u>318,786</u>	<u>(179,584)</u>	<u>8,235</u>
Total Primary Government Net Expenses	<u>(5,816,957)</u>	<u>(5,824,816)</u>	<u>(6,291,940)</u>	<u>(6,460,995)</u>	<u>(5,954,016)</u>
<u>GOVERNMENTAL REVENUES AND OTHER CHANGES IN NET POSITION</u>					
<u>Governmental Activities</u>					
Taxes					
Property Taxes	3,573,352	3,552,821	3,522,321	3,550,430	3,834,233
Franchise Taxes	656,329	2,207,901	728,548	708,434	701,468
Sales Taxes	2,045,615	677,001	2,253,347	2,327,969	2,503,411
Interest and Investment Earnings	35,325	8,546	7,172	6,795	12,804
Miscellaneous	-	11,025	-	6,007	20,138
Transfers	-	54,000	-	-	-
Total Governmental Activities	<u>6,310,621</u>	<u>6,511,294</u>	<u>6,511,388</u>	<u>6,599,635</u>	<u>7,072,054</u>
<u>Business-Type Activities</u>					
Interest and Investment Earnings	14,634	4,444	3,827	3,374	2,579
Miscellaneous	32,953	44,575	56,453	35,609	5,914
Impact Fees	83,782	239,490	81,254	22,593	20,417
Transfers	-	(54,000)	-	-	-
Total Business-Type Activities	<u>131,369</u>	<u>234,509</u>	<u>141,534</u>	<u>61,576</u>	<u>28,910</u>
<u>CHANGES IN NET POSITION</u>					
Governmental Activities	213,292	477,321	(99,338)	318,224	1,109,803
Business-Type Activities	<u>411,741</u>	<u>443,666</u>	<u>460,320</u>	<u>(118,008)</u>	<u>37,145</u>
 TOTAL PRIMARY GOVERNMENT	 <u>\$ 625,033</u>	 <u>\$ 920,987</u>	 <u>\$ 360,982</u>	 <u>\$ 200,216</u>	 <u>\$ 1,146,948</u>

CITY OF LEON VALLEY, TEXAS
FUND BALANCES, GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>
<u>GENERAL FUND</u>					
Reserved	\$ 57,230	\$ 101,374	\$ 100,730	\$ 99,626	\$ 163,442
Unreserved	2,349,579	2,490,428	2,544,748	2,557,994	2,713,567
Nonspendable	-	-	-	-	-
Restricted	-	-	-	-	-
Committed	-	-	-	-	-
Assigned	-	-	-	-	-
Unassigned	-	-	-	-	-
	<u> </u>				
TOTAL GENERAL FUND	<u>\$2,406,809</u>	<u>\$2,591,802</u>	<u>\$2,645,478</u>	<u>\$2,657,620</u>	<u>\$2,877,009</u>
<u>ALL OTHER GOVERNMENTAL FUNDS</u>					
Reserved	\$ 627	\$ 90,435	\$ 81,739	\$ 101,542	\$ 131,748
Unreserved, Reported in:					
Special Revenue Funds	543,198	318,269	509,282	707,371	1,251,752
Capital Project Funds	240,131	43,013	961	-	-
Nonspendable	-	-	-	-	-
Restricted	-	-	-	-	-
Unassigned	-	-	-	-	-
	<u> </u>				
TOTAL ALL OTHER GOVERNMENTAL FUNDS	<u>\$ 783,956</u>	<u>\$ 451,717</u>	<u>\$ 591,982</u>	<u>\$ 808,913</u>	<u>\$1,383,500</u>

Note: In 2011 the City implemented GASB 54 *Fund Balance Reporting and Governmental Fund Type Definitions*. The information for previous years has not been restated.

TABLE 3

2009	2010	2011	2012	2013
\$ 192,916	\$ 132,581	\$ -	\$ -	\$ -
3,930,887	3,066,450	-	-	-
-	-	50,745	51,278	54,278
-	-	49,551	49,642	101,977
-	-	800,000	800,000	900,000
-	-	56,642	14,135	139,135
-	-	2,352,926	2,400,386	2,456,717
<u>\$4,123,803</u>	<u>\$ 3,199,031</u>	<u>\$3,309,864</u>	<u>\$3,315,441</u>	<u>\$3,652,107</u>
\$ 154,429	\$ 165,926	\$ -	\$ -	\$ -
1,047,443	1,272,358	-	-	-
-	-	-	-	-
-	-	805	757	819
-	-	1,245,121	8,136,892	8,419,977
-	-	73,307	486,730	1,413,694
<u>\$1,201,872</u>	<u>\$ 1,438,284</u>	<u>\$1,319,233</u>	<u>\$8,624,379</u>	<u>\$9,834,490</u>

CITY OF LEON VALLEY, TEXAS
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS

	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
<u>REVENUES</u>				
Property Taxes	\$ 2,582,903	\$ 2,664,930	\$2,923,544	\$3,134,228
Nonproperty Taxes	2,420,562	2,351,336	2,295,549	1,781,223
Grants/Intergovernmental	172,098	229,720	31,936	1,151,487
Licenses, Permits, Fees and Fines	1,566,754	1,462,806	1,838,194	1,085,494
CIED	-	-	-	-
Other	135,290	248,002	355,136	985,829
Total Revenues	<u>6,877,607</u>	<u>6,956,794</u>	<u>7,444,359</u>	<u>8,138,261</u>
<u>EXPENDITURES</u>				
Administrative	969,375	1,138,676	1,163,175	712,894
Public Safety	3,475,837	3,560,463	3,760,073	4,082,514
Public Works	1,044,722	1,287,075	1,276,101	1,235,456
Parks and Recreation	92,169	103,365	107,713	109,259
Library	232,888	238,836	239,354	233,607
Community Development	95,685	91,199	92,582	579,800
Capital Outlay	113,984	340,782	179,678	522,089
Debt Service				
Principal	235,000	250,000	260,000	265,000
Interest	207,426	196,242	196,690	167,569
Fiscal Agent Fees and Bond Issue Costs	1,350	2,000	2,300	1,000
Total Expenditures	<u>6,468,436</u>	<u>7,208,638</u>	<u>7,277,666</u>	<u>7,909,188</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>409,171</u>	<u>(251,844)</u>	<u>166,693</u>	<u>229,073</u>
<u>OTHER FINANCING SOURCES (USES)</u>				
Proceeds from Sale of Assets	-	-	-	-
Transfers In	383,839	223,900	13,000	18,000
Transfers Out	(367,939)	(208,000)	(13,000)	(18,000)
Proceeds from Tax Notes	-	-	475,000	-
Proceeds from Bonds	-	-	-	-
Bond Premium	-	-	-	-
Proceeds from Refunding Bonds	-	-	-	-
Payments to Refunding Bonds	-	-	-	-
Escrow Agent	-	-	(447,752)	-
Total Other Financing Sources (Uses)	<u>15,900</u>	<u>15,900</u>	<u>27,248</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	<u>\$ 425,071</u>	<u>\$ (235,944)</u>	<u>\$ 193,941</u>	<u>\$ 229,073</u>
Debt Service as a Percentage of Noncapital Expenditures	6.96%	6.50%	6.43%	5.86%

TABLE 4

2008	2009	2010	2011	2012	2013
\$3,432,977	\$3,552,049	\$3,505,728	\$3,546,031	\$ 3,544,081	\$3,809,355
1,927,881	2,045,615	2,207,900	2,253,347	2,327,969	2,503,411
1,302,881	1,395,492	228,508	89,868	6,122	4,523
1,277,505	992,486	2,642,310	2,154,692	1,860,659	1,858,150
-	-	-	-	379,918	1,172,352
298,795	226,942	88,796	131,999	175,109	456,679
<u>8,240,039</u>	<u>8,212,584</u>	<u>8,673,242</u>	<u>8,175,937</u>	<u>8,293,858</u>	<u>9,804,470</u>
739,653	706,874	919,564	817,259	713,738	870,697
4,113,988	4,142,609	5,246,693	4,228,132	4,177,616	4,116,594
1,092,333	1,427,627	1,446,744	1,542,290	1,552,725	972,484
101,383	111,614	153,947	102,914	91,824	86,802
241,305	256,967	266,327	259,858	310,725	267,588
554,418	622,721	629,371	610,750	566,914	554,087
177,273	173,202	337,443	209,674	155,265	772,922
275,000	580,000	265,000	300,000	310,000	345,000
155,710	111,090	140,513	112,278	242,502	270,019
1,000	119,361	10,000	1,000	1,000	1,500
<u>7,452,063</u>	<u>8,252,065</u>	<u>9,415,602</u>	<u>8,184,155</u>	<u>8,122,309</u>	<u>8,257,693</u>
<u>787,976</u>	<u>(39,481)</u>	<u>(742,360)</u>	<u>(8,218)</u>	<u>171,549</u>	<u>1,546,777</u>
6,000	10,360	-	-	0	-
318,000	10,000	72,000	18,000	18,000	237,216
(318,000)	(10,000)	(18,000)	(18,000)	(18,000)	(237,216)
-	-	-	-	-	-
-	1,060,000	-	-	7,000,000	-
-	44,287	-	-	139,174	-
-	2,575,000	-	-	-	-
-	(2,585,000)	-	-	-	-
-	-	-	-	-	-
<u>6,000</u>	<u>1,104,647</u>	<u>54,000</u>	<u>-</u>	<u>7,139,174</u>	<u>-</u>
<u>\$ 793,976</u>	<u>\$1,065,166</u>	<u>\$ (688,360)</u>	<u>\$ (8,218)</u>	<u>\$ 7,310,723</u>	<u>\$1,546,777</u>
5.92%	8.55%	4.47%	5.17%	6.93%	8.22%

CITY OF LEON VALLEY, TEXAS
TAX REVENUES BY SOURCE, GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS

TABLE 5

<u>FISCAL YEAR</u>	<u>PROPERTY</u>	<u>SALES AND USE</u>	<u>OCCUPANCY</u>	<u>FRANCHISE</u>	<u>TOTAL REVENUE</u>
2004	\$2,582,902	\$1,788,803	\$ 97,288	\$ 534,471	\$5,003,464
2005	2,664,930	1,713,683	85,655	551,998	5,016,266
2006	2,923,544	1,602,192	96,507	596,851	5,219,094
2007	3,134,228	1,781,223	98,973	607,967	5,622,391
2008	3,432,977	1,927,881	92,357	639,332	6,092,547
2009	3,552,048	1,979,928	65,688	656,329	6,253,993
2010	3,505,728	2,141,199	66,701	677,001	6,390,629
2011	3,546,031	2,253,347	74,287	728,548	6,602,213
2012	3,544,081	2,327,969	82,409	708,434	6,662,893
2013	3,809,355	2,503,411	83,470	701,468	7,097,704

Note: Occupancy tax revenues have decreased due to the conversion of one hotel to apartments in 2004.

CITY OF LEON VALLEY, TEXAS
ASSESSED VALUE AND ACTUAL VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

TABLE 6

<u>FISCAL YEAR ENDED SEPTEMBER 30,</u>	<u>RESIDENTIAL PROPERTY</u>	<u>COMMERCIAL PROPERTY</u>	<u>INDUSTRIAL PROPERTY</u>	<u>LESS: TAX-EXEMPT PROPERTY</u>	<u>TOTAL TAXABLE ASSESSED VALUE</u>	<u>TOTAL DIRECT TAX RATE</u>
2004	\$312,279,955	\$244,242,621	\$2,467,634	\$39,010,640	\$519,979,570	0.502700
2005	314,184,627	237,061,366	2,211,035	40,898,560	512,558,468	0.517400
2006	334,283,756	246,833,519	1,965,230	40,042,855	543,039,650	0.537400
2007	380,457,461	252,192,158	1,774,770	53,686,457	580,737,932	0.537400
2008	436,832,864	272,798,655	4,728,530	67,753,134	646,606,915	0.527400
2009	454,788,574	281,431,232	5,600,760	66,158,755	675,661,811	0.527400
2010	468,647,503	281,076,061	5,246,600	62,354,128	692,616,036	0.527400
2011	456,646,017	280,720,343	5,025,705	66,555,963	675,836,102	0.527400
2012	455,927,780	266,406,857	5,103,401	50,361,878	677,076,160	0.535510
2013	460,768,403	265,776,360	5,426,124	50,092,305	681,878,582	0.574282

Source: Bexar Appraisal District

Note: Property is assessed at the actual value; therefore the assessed values are equal to actual values.

Tax rates are per \$100 of assessed value.

CITY OF LEON VALLEY, TEXAS
DIRECT AND OVERLAPPING PROPERTY TAX RATES
LAST TEN FISCAL YEARS

TABLE 7

<u>FISCAL YEAR</u>	<u>CITY DIRECT RATES</u>			<u>OVERLAPPING RATES</u>	
	<u>GENERAL FUND</u>	<u>DEBT SERVICE</u>	<u>TOTAL DIRECT</u>	<u>SCHOOL DISTRICT</u>	<u>BEXAR COUNTY</u>
2004	0.430700	0.072000	0.502700	1.762500	0.333671
2005	0.439834	0.077566	0.517400	1.762500	0.333671
2006	0.459560	0.077840	0.537400	1.775000	0.331190
2007	0.459560	0.077840	0.537400	1.592500	0.331190
2008	0.456560	0.070840	0.527400	1.262500	0.326866
2009	0.461560	0.065840	0.527400	1.302500	0.326866
2010	0.464029	0.063371	0.527400	1.337500	0.326866
2011	0.464029	0.063371	0.527400	1.365500	0.326866
2012	0.472701	0.062809	0.535510	1.375500	0.326866
2013	0.476752	0.097530	0.574282	1.375500	0.326866

Source: Information furnished by respective tax assessor.

CITY OF LEON VALLEY, TEXAS
PRINCIPAL PROPERTY TAXPAYERS
CURRENT AND NINE YEARS AGO

TABLE 8

TAXPAYER	2013			2004		
	TAXABLE ASSESSED VALUE	RANK	PERCENTAGE OF TOTAL CITY TAXABLE ASSESSED VALUE	TAXABLE ASSESSED VALUE	RANK	PERCENTAGE OF TOTAL CITY TAXABLE ASSESSED VALUE
H.E.B. Grocery	\$19,800,000	1	2.90%	\$ -	-	-
Ancira-Winton Chevrolet	15,406,580	2	2.26%	23,799,640	1	4.63%
Vista Del Rey	12,000,000	3	1.76%	11,369,270	5	2.21%
Leors Holdings	11,225,200	4	1.65%	-	-	-
Omninet Towers LP	10,150,000	5	1.49%	-	-	-
Barcelona Lofts LLC	9,600,000	6	1.41%	-	-	-
VR Shadow Valley Holdings	9,000,100	7	1.32%	-	-	-
Southwestern Bell	5,948,006	8	0.87%	13,618,400	3	2.65%
SA West Loop II Investors	5,450,000	9	0.80%	-	-	-
Forest Green Association	5,090,730	10	0.75%	-	-	-
Principal Life Insurance	-	-	-	18,000,000	2	3.50%
SCIC San Antonio	-	-	-	7,700,000	6	1.50%
Mill Place	-	-	-	6,385,000	9	1.24%
Gunn, CC	-	-	-	7,031,220	8	1.37%
E.W. Richardson	-	-	-	12,239,800	4	2.38%
Merrimas Associates	-	-	-	7,335,280	7	1.43%
Puget of Texas	-	-	-	5,391,330	10	1.05%
	<u>\$103,670,616</u>		<u>15.21%</u>	<u>\$112,869,940</u>		<u>21.96%</u>

Source: Bexar County Appraisal District

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CITY OF LEON VALLEY, TEXAS
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

TABLE 9

<u>FISCAL YEAR ENDED SEPTEMBER 30,</u>	<u>TAXES LEVIED FOR THE FISCAL YEAR</u>	<u>COLLECTED WITHIN THE FISCAL YEAR OF THE LEVY</u>		<u>COLLECTIONS IN SUBSEQUENT YEARS</u>	<u>TOTAL COLLECTIONS TO DATE</u>	
		<u>AMOUNT</u>	<u>PERCENTAGE OF LEVY</u>		<u>AMOUNT</u>	<u>PERCENTAGE OF LEVY</u>
2004	\$2,582,499	\$2,547,413	98.64%	\$ 17,094	\$2,564,507	99.30%
2005	2,668,164	2,609,185	97.79%	18,908	2,628,093	98.50%
2006	2,918,741	2,877,326	98.58%	22,548	2,899,874	99.35%
2007	3,121,053	3,081,888	98.75%	28,636	3,110,524	99.66%
2008	3,411,529	3,374,003	98.90%	13,805	3,387,808	99.30%
2009	3,563,440	3,364,408	94.41%	27,257	3,391,665	95.18%
2010	3,570,525	3,450,690	96.64%	70,192	3,520,882	98.61%
2011	3,485,988	3,437,057	98.60%	29,241	3,466,298	99.44%
2012	3,553,034	3,485,684	98.10%	17,175	3,502,859	98.59%
2013	3,817,953	3,755,784	98.37%	-	3,755,784	98.37%

Source: Bexar County Tax Assessor Collector (TC168) and City of Leon Valley Finance Department.

CITY OF LEON VALLEY, TEXAS
WATER SOLD BY TYPE OF CUSTOMER
LAST TEN FISCAL YEARS

<u>TYPE OF CUSTOMER</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>
Residential	164,301,622	177,750,433	225,793,960	156,780,956
Commercial	<u>131,347,112</u>	<u>133,164,020</u>	<u>141,720,115</u>	<u>124,891,408</u>
TOTAL	<u>295,648,734</u>	<u>310,914,453</u>	<u>367,514,075</u>	<u>281,672,364</u>
TOTAL DIRECT RATE PER 1,000 GALLONS	<u>\$ 0.85</u>	<u>\$ 0.88</u>	<u>\$ 0.91</u>	<u>\$ 0.91</u>

Source: City of Leon Valley Water Department

TABLE 10

<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
208,492,994	215,785,825	178,416,148	228,768,000	201,840,600	189,931,000
<u>144,510,811</u>	<u>136,065,390</u>	<u>129,071,600</u>	<u>133,301,040</u>	<u>122,936,377</u>	<u>123,088,895</u>
<u>353,003,805</u>	<u>351,851,215</u>	<u>307,487,748</u>	<u>362,069,040</u>	<u>324,776,977</u>	<u>313,019,895</u>
<u>\$ 0.93</u>	<u>\$ 0.96</u>	<u>\$ 0.99</u>	<u>\$ 1.02</u>	<u>\$ 1.05</u>	<u>\$ 1.08</u>

CITY OF LEON VALLEY, TEXAS
WATER AND SEWER RATES
LAST TEN FISCAL YEARS

TABLE 11

<u>FISCAL YEAR</u>	<u>WATER</u>		<u>SEWER</u>	
	<u>MONTHLY BASE RATE</u>	<u>RATE PER 1,000 GALLONS</u>	<u>MONTHLY BASE RATE</u>	<u>RATE PER 1,000 GALLONS</u>
2004	\$ 7.40	\$ 0.85	\$ 9.75	\$ 3.21
2005	7.62	0.88	11.03	3.94
2006	7.62	0.91	11.03	3.94
2007	7.85	0.91	11.36	4.06
2008	8.08	0.93	11.70	4.18
2009	8.32	0.96	12.05	4.31
2010	8.57	0.99	12.41	4.43
2011	8.83	1.02	12.78	4.57
2012	9.09	1.05	13.16	4.70
2013	9.36	1.08	13.55	5.27

Note: Rates are based on 5/8" meter, which is the standard household meter size.

CITY OF LEON VALLEY, TEXAS
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

TABLE 12

FISCAL YEAR	GOVERNMENTAL ACTIVITIES					BUSINESS-TYPE ACTIVITY		TOTAL PRIMARY GOVERNMENT	PERCENTAGE OF PERSONAL INCOME*	PER CAPITA*
	GENERAL OBLIGATION BONDS	PRIVATE PROPERTY FINANCE CONTRACTS	CERTIFICATES OF OBLIGATION	TAX NOTES	CAPITAL LEASES	REVENUE BONDS	CERTIFICATES OF OBLIGATION			
2004	\$ 3,615,000	\$ -	\$ -	\$ 565,000	\$ 33,174	\$ 235,000	\$ -	\$ 4,448,174	2.21%	\$ 481
2005	3,425,000	-	-	505,000	-	155,000	-	4,085,000	2.03%	442
2006	3,705,000	-	-	-	-	-	-	3,705,000	1.84%	401
2007	3,440,000	-	-	-	-	-	-	3,440,000	1.71%	372
2008	3,165,000	-	-	-	-	-	-	3,165,000	1.58%	343
2009	2,575,000	1,060,000	-	-	-	-	-	3,635,000	1.81%	393
2010	2,340,000	1,030,000	-	-	-	-	-	3,370,000	1.68%	365
2011	2,080,000	990,000	-	-	-	-	-	3,070,000	1.12%	279
2012	8,810,000	950,000	-	-	-	-	-	9,760,000	3.60%	898
2013	8,505,000	910,000	-	-	-	-	-	9,415,000	3.47%	866

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

*Population and personal income data can be found in Table 16.

CITY OF LEON VALLEY, TEXAS
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN FISCAL YEARS

TABLE 13

FISCAL YEAR	GENERAL BONDED DEBT OUTSTANDING			ACTUAL TAXABLE VALUE OF PROPERTY	PERCENTAGE OF ACTUAL TAXABLE VALUE OF PROPERTY	PER CAPITA*
	GENERAL OBLIGATION BONDS	PRIVATE PROPERTY FINANCE CONTRACTS	TOTAL			
2004	\$3,615,000	\$ -	\$3,615,000	\$ 519,979,570	0.70%	\$ 391
2005	3,425,000	-	3,425,000	512,558,468	0.67%	371
2006	3,705,000	-	3,705,000	543,039,650	0.68%	401
2007	3,440,000	-	3,440,000	580,737,932	0.59%	372
2008	3,165,000	-	3,165,000	646,606,915	0.49%	343
2009	2,575,000	1,060,000	3,635,000	675,661,811	0.54%	393
2010	2,340,000	1,030,000	3,370,000	692,616,036	0.49%	365
2011	2,080,000	990,000	3,070,000	675,836,102	0.45%	302
2012	8,810,000	950,000	9,760,000	677,076,160	1.44%	898
2013	8,505,000	910,000	9,415,000	681,878,582	1.38%	866

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

*Population data can be found in Table 16.

CITY OF LEON VALLEY, TEXAS
DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT
LAST TEN FISCAL YEARS

TABLE 14

<u>GOVERNMENTAL UNIT</u>	<u>DEBT OUTSTANDING</u>	<u>ESTIMATED PERCENTAGE APPLICABLE*</u>	<u>ESTIMATED SHARE OF OVERLAPPING DEBT</u>
Debt repaid with property taxes			
Alamo CCD	\$ 521,241,291	0.75%	\$ 3,909,310
Bexar County	514,034,876	0.75%	3,855,262
Bexar County Hospital District	722,025,892	0.75%	5,415,194
Northside Independent School District	1,790,178,184	2.05%	36,698,653
San Antonio RA	30,680,000	0.65%	<u>199,420</u>
Subtotal, Overlapping Debt			50,077,838
Leon Valley Direct Debt			<u>9,579,811</u>
TOTAL DIRECT AND OVERLAPPING DEBT			<u>\$59,657,649</u>

Source: Municipal Advisory Council of Texas.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses in Leon Valley. This process recognizes that, when considering Leon Valley's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt of each overlapping government.

* The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the County's taxable assessed value that is within Leon Valley's boundaries and divided it by the County's total taxable assessed value.

CITY OF LEON VALLEY, TEXAS
LEGAL DEBT MARGIN INFORMATION
LAST TEN FISCAL YEARS

LEGAL DEBT MARGIN CALCULATION FOR FISCAL YEAR 2013

Assessed Value	\$ 681,878,582
*Debt Limit (10% of Assessed Value)	68,187,858
Bonds and Certificates of Obligation	9,415,000
Less: Amount Set Aside for Repayment of General Obligation Debt	<u>209,392</u>

Total Net Debt Applicable to Limit 9,624,392

ECONOMIC DEBT MARGIN \$58,563,466

	FISCAL			
	2004	2005	2006	2007
Debt Limit	\$ 51,997,957	\$ 51,255,847	\$ 54,303,965	\$ 58,073,793
Total Net Debt Applicable to Limit	<u>4,090,301</u>	<u>3,338,646</u>	<u>3,840,998</u>	<u>3,338,457</u>
LEGAL DEBT MARGIN	<u>\$ 47,907,656</u>	<u>\$ 47,917,201</u>	<u>\$ 50,462,967</u>	<u>\$ 54,735,336</u>
Total Net Debt Applicable to the Limit as a Percentage of Debt Limit	7.87%	6.51%	7.07%	5.75%

* Texas statutes do not prescribe a debt limit: However, by custom a practical debt limit of 10% of the assessed valuation is used.

TABLE 15

YEAR					
2008	2009	2010	2011	2012	2013
\$ 64,660,692	\$ 67,561,181	\$ 69,261,604	\$ 67,583,610	\$ 67,707,616	\$ 68,187,858
<u>3,063,457</u>	<u>3,480,571</u>	<u>3,200,964</u>	<u>3,191,096</u>	<u>9,579,375</u>	<u>9,624,392</u>
<u>\$ 61,597,235</u>	<u>\$ 64,080,610</u>	<u>\$ 66,060,640</u>	<u>\$ 64,392,514</u>	<u>\$ 58,128,241</u>	<u>\$ 58,563,466</u>
4.74%	5.15%	4.62%	4.72%	14.21%	14.11%

CITY OF LEON VALLEY, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

TABLE 16

<u>YEAR</u>	<u>POPULATION</u>	<u>PERSONAL INCOME (THOUSANDS OF DOLLARS)</u>	<u>PER CAPITA PERSONAL INCOME</u>	<u>MEDIAN AGE</u>	<u>SCHOOL ENROLLMENT</u>	<u>UNEMPLOYMENT RATE</u>
2004	9,239	\$200,883,577	\$ 21,743	38.10	3,337	6.4%
2005	9,239	200,883,577	21,743	38.10	3,394	5.7%
2006	9,239	200,883,577	21,743	38.10	3,181	4.5%
2007	9,239	200,883,577	21,743	38.10	3,784	4.0%
2008	9,239	200,883,577	21,743	38.10	3,790	5.0%
2009	9,239	200,883,577	21,743	38.10	3,850	7.0%
2010	9,239	200,883,577	21,743	38.10	3,850	7.0%
2011	10,866	270,954,576	24,936	40.00	3,752	7.3%
2012	10,866	270,954,576	24,936	40.00	4,130	6.0%
2013	10,866	270,954,576	24,936	40.00	4,130	6.0%

Sources: Population, Per Capita Income and Median Age information provided by the United States Census Bureau. School enrollment information provided by the Northside Independent School District. Unemployment rate provided by the Texas Workforce Commission.

CITY OF LEON VALLEY, TEXAS
PRINCIPAL EMPLOYERS
CURRENT YEAR AND NINE YEARS AGO

TABLE 17

EMPLOYER	2013			2004		
	EMPLOYEES	RANK	PERCENTAGE OF TOTAL CITY EMPLOYMENT	EMPLOYEES	RANK	PERCENTAGE OF TOTAL CITY EMPLOYMENT
Lackland Air Force Base	37,097	1	23.64%	N/A	N/A	N/A
Fort Sam Houston-U.S. Army	32,000	2	20.39%	N/A	N/A	N/A
USAA	15,000	3	9.56%	N/A	N/A	N/A
H-E-B Food Stores	14,588	4	9.30%	N/A	N/A	N/A
Northside I.S.D.	12,751	5	8.12%	N/A	N/A	N/A
Randolph Air Force Base	11,088	6	7.07%	N/A	N/A	N/A
North East I.S.D.	10,522	7	6.70%	N/A	N/A	N/A
City of San Antonio	9,145	8	5.83%	N/A	N/A	N/A
San Antonio I.S.D.	7,000	9	4.46%	N/A	N/A	N/A
Methodist Healthcare System	7,747	10	4.94%	N/A	N/A	N/A
TOTAL	<u>156,938</u>		<u>100.01%</u>			

The City of Leon Valley is surrounded by the City of San Antonio and no data is available for the employers in Leon Valley. The above data is for San Antonio.

Source: San Antonio Economic Development Foundation

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CITY OF LEON VALLEY, TEXAS
FULL-TIME EQUIVALENT CITY EMPLOYEES BY FUNCTION
FISCAL YEAR ENDED SEPTEMBER 30,

TABLE 18

Full-Time Equivalent Employees as of September 30,

FUNCTION	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government										
Business Office	4.10	3.40	3.40	3.10	3.10	2.80	2.80	2.75	1.75	1.60
Finance	2.80	2.80	2.80	2.80	2.80	2.40	2.40	2.20	2.20	2.00
Manager and Council	2.80	2.80	2.80	2.80	2.80	2.40	2.40	2.30	2.30	2.00
*Police										
Officers	23.00	23.00	23.00	23.00	23.00	23.00	23.00	23.00	24.00	23.00
Civilians	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00	8.00
*Fire										
Civilians	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Firefighters and Officers	28.00	27.00	27.00	27.00	27.00	27.00	27.00	27.00	27.00	26.00
Public Works	15.25	15.25	15.25	15.25	14.75	14.75	14.75	14.05	13.09	12.60
Community Development	3.80	3.90	3.90	3.20	4.00	4.00	4.00	3.92	3.52	3.35
Economic Development	-	-	-	1.20	1.20	1.20	1.50	1.65	2.00	2.00
Parks	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50	1.50
Library	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50	3.50
Community Center	1.80	1.55	1.55	1.60	2.10	2.10	2.10	1.85	0.60	1.60
Water and Sewer	<u>11.05</u>	<u>11.75</u>	<u>11.75</u>	<u>12.05</u>	<u>12.96</u>	<u>12.96</u>	<u>12.96</u>	<u>14.88</u>	<u>16.04</u>	<u>18.35</u>
TOTAL	<u>106.10</u>	<u>104.95</u>	<u>104.95</u>	<u>105.50</u>	<u>107.21</u>	<u>106.11</u>	<u>106.41</u>	<u>107.10</u>	<u>106.00</u>	<u>106.00</u>

Source: City Annual Budget
*Does not include reserves.

CITY OF LEON VALLEY, TEXAS
OPERATING INDICATORS BY FUNCTION
LAST TEN FISCAL YEARS

FUNCTION	2004	2005	2006	FISCAL 2007
Police				
Traffic Violations	13,508	16,067	14,033	12,408
Arrests	1,038	1,173	1,489	1,230
Fire				
Fire Calls	681	703	703	805
EMS Calls	859	881	960	961
Inspections	771	898	1,094	1,282
Public Works				
Street Resurfacing (Miles)	4.5	4.5	5.0	0.5
Sidewalk Construction (Feet)	700	700	700	500
Library				
Reference Questions	2,859	3,159	3,142	3,142
Internet Sessions	4,385	5,058	6,336	6,336
Library Acquisitions	2,092	1,704	1,281	1,281
Water				
Service Connections	2,120	2,110	2,177	2,255
Average Daily Consumption	809,997	861,904	1,006,096	1,011,527
Sewer				
Service Connections	2,035	2,031	2,098	2,272
Average Daily Treatment of Gallons	1,000,000	713,639	748,112	664,496

Source: Various city departments.

TABLE 19

YEAR					
2008	2009	2010	2011	2012	2013
15,397	11,459	11,611	10,278	8,204	4,559
1,355	1,194	1,279	1,050	837	635
821	793	786	931	765	712
953	1,028	1,051	1,062	1,038	1,174
1,299	1,167	1,351	1,290	1,256	1,022
-	5.9	5.4	8.4	-	7.7
500	500	1,463	682	1,621	682
6,056	6,083	6,000	6,897	5,868	5,287
6,320	7,483	7,354	7,226	18,242	16,882
1,857	3,487	4,861	3,323	2,953	2,912
2,369	2,444	2,469	2,508	2,523	2,526
967,133	963,975	842,432	1,005,747	889,800	857,588
2,440	2,306	2,387	2,428	2,551	2,441
863,347	793,443	989,705	748,356	705,557	687,267

CITY OF LEON VALLEY, TEXAS
CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS

TABLE 20

FUNCTION	FISCAL YEAR									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Police										
Stations	1	1	1	1	1	1	1	1	1	1
* Officers	25	25	25	24	24	24	24	24	23	23
Fire										
Stations	1	1	1	1	1	1	1	1	1	1
Firefighters	28	27	27	27	27	27	27	27	26	26
Culture and Recreation										
Community Centers	2	2	2	2	2	2	2	2	2	2
Parks	1	1	1	1	1	1	1	1	1	1
Park Acreage	24.0	24.0	24.0	24.0	24.0	24.0	24.0	24.0	24.0	24.0
Libraries	1	1	1	1	1	1	1	1	1	1
Tennis Courts	1	1	1	1	1	1	1	1	1	1
Swimming Pools	1	1	1	1	1	1	1	1	1	1
Public Works										
Miles of Streets	38.2	38.2	39.5	39.5	39.5	39.5	39.5	39.5	39.5	39.5
Water										
Miles of Water Mains	38.2	38.2	39.5	39.5	39.5	39.5	39.5	39.5	39.5	39.5
Number of Hydrants	198	198	208	208	208	208	208	208	208	208
Sewer										
Miles of Sanitary Sewers	45.5	45.5	47.5	47.5	47.5	47.5	47.5	47.5	47.5	47.5
Feet of Storm Sewers	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000

Source: Various city departments.

* Includes Warrants Officer(s) from the Court.

COMPLIANCE SECTION

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS

To the Honorable Mayor and Members
of the City Council
City of Leon Valley, Texas

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Leon Valley, Texas, as of and for the year ended September 30, 2013, and the related notes to the financial statements, which collectively comprise the City of Leon Valley, Texas', basic financial statements and have issued our report thereon dated February 10 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Leon Valley, Texas' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Leon Valley, Texas' internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Leon Valley, Texas' internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Leon Valley, Texas' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

This report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

RBIP, P.C.

Certified Public Accountants

San Antonio, Texas

February 10, 2014

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-02-10-14

DATE: February 10, 2014

TO: MAYOR AND CITY COUNCIL

FROM: MANUEL LONGORIA JR., CITY MANAGER

SUBJECT: CONSIDERATION OF AN ORDINANCE APPROVING AN AMENDMENT TO THE BARTLETT COCKE CONSTRUCTION CONTRACT THAT PROVIDES AUTHORIZATION FOR THE CITY MANAGER TO COMMIT TO A GUARANTEED MAXIMUM PRICE AS THE COST FOR THE CONSTRUCTION OF THE MUNICIPAL OFFICES, POLICE STATION AND FIRE STATION

PURPOSE

The purpose of this item is to approve an amendment to the Bartlett Cocke Contractor at Risk agreement. The contract amendment gives the City Manager the authority to sign the agreement specifying the Maximum Price Guarantee (MPG) for the municipal facilities project. The MPG is set at \$6,736,460 and covers all expenses related to the construction of the Municipal Offices, Police and Fire Station. The MPG sets the maximum price and all construction costs above that number are the responsibility of Bartlett Cocke. However, if there are project savings through lower construction cost then the City gets those savings.

Attached is the MPG report that outlines the scope of the project as it relates to the MPG. The MPG was developed by Bartlett Cocke through an extensive bidding process. There is approximately \$200,000 of non-essential alternates that are not included in the MPG. We anticipate that as the project is constructed and value-engineering principles are applied we may identify cost savings within the MPG that will be used to fund these alternates. An example of an unfunded alternate is the City Hall monument sign for Bandera Road.

City Staff along with OCO Architects were involved in the bidding process and the associated refinements that are reflected in the final scope. Also, City Staff provided a summary of the GMP to the Bond Oversight Committee at their meeting held January 23, 2014. In addition, the GMP and the Amendment Agreement was reviewed by our Project Attorney—Mr. Jeff Chapman and he recommends approval.

If this item is approved, a notice to proceed will be issued on February 11 and we expect a twenty-four month construction schedule (December 2015) for completion of the project.

FISCAL IMPACT

The cost of this agreement is \$6,736,460 to be paid through the 2012 Bond Proceeds.

RECOMMENDATION

Staff recommends approval of this amendment.

S.E.E STATEMENT

Social Equity – The new facilities will provide state of the art systems that allow equitable use of the facilities by all citizens. The facilities will be built with the ADA requirements in place.

Environmental Stewardship – The environment is always of significant importance when designing and constructing city facility projects in the City. This project will incorporate LEED type systems where possible throughout the buildings and site improvements.

Economic Development – The updated City facilities may encourage new residents and businesses to consider moving to Leon Valley.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Interim City Secretary

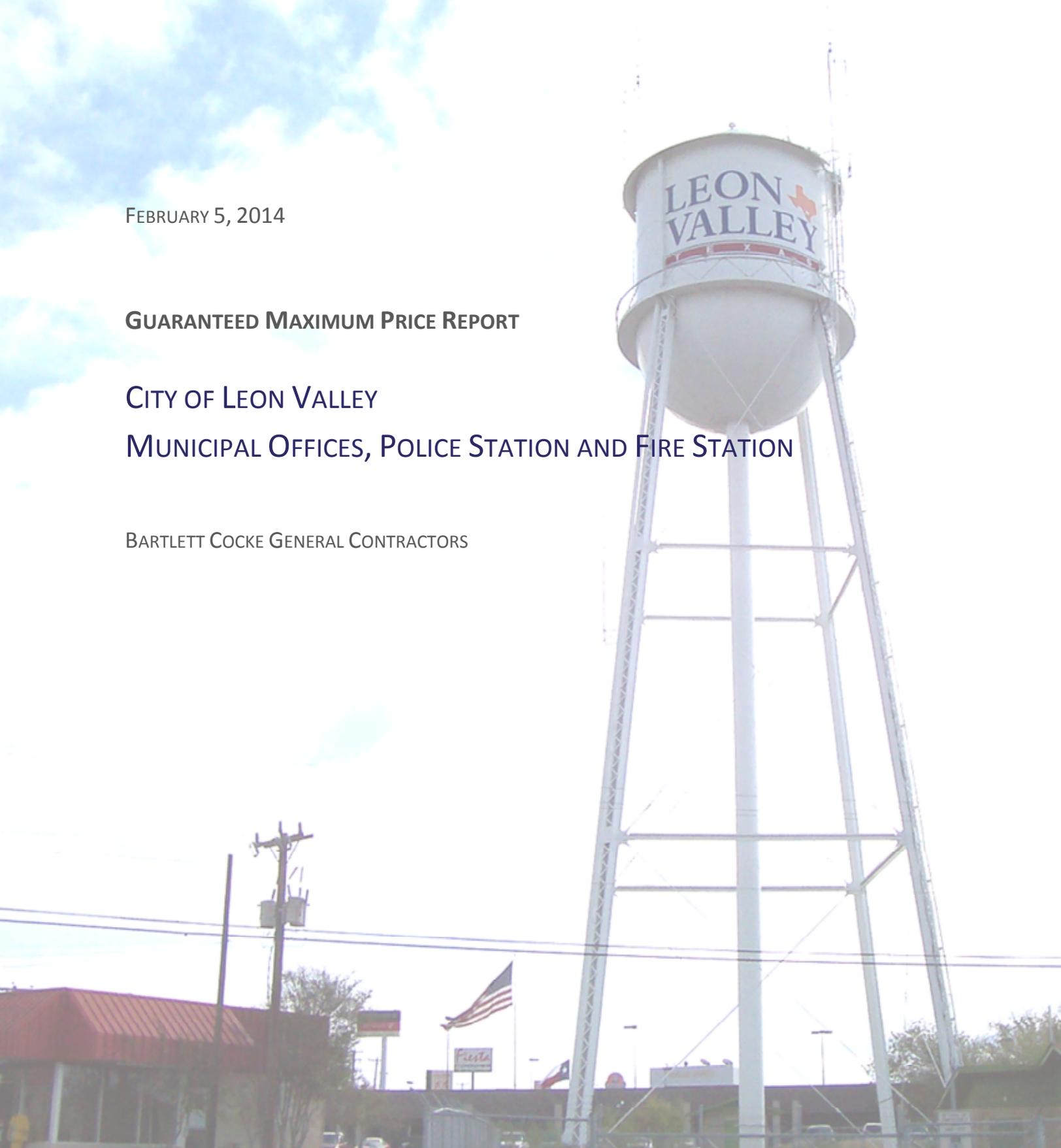
FEBRUARY 5, 2014

GUARANTEED MAXIMUM PRICE REPORT

CITY OF LEON VALLEY

MUNICIPAL OFFICES, POLICE STATION AND FIRE STATION

BARTLETT COCKE GENERAL CONTRACTORS



8706 LOCKWAY, SAN ANTONIO, TX 78217 · (210) 655-1031
WWW.BARTLETTCOCKE.COM





February 5, 2014

City of Leon Valley
6400 El Verde Rd
Leon Valley, Texas 78238

Attn: Mr. Manuel Longoria Jr.
City Manager

Ref.: City of Leon Valley – Fire Station and Municipal Offices
Guaranteed Maximum Price Proposal

Mr. Longoria:

Attached herewith is our Guaranteed Maximum Price (“GMP”) for the above referenced project. We received subcontractor and supplier proposals on January 16, 2014, at 2:00 pm.

PROPOSED VALUE:

- GMP (not-to exceed amount for the Cost of Work, General Conditions, Insurance and Fee)
.....\$6,736,460

ALLOWANCE BREAKDOWN (included in GMP – Base Proposal Above):

- Owner Contingency..... N/A
- CM Contingency..... \$123,190
- Inspection and Testing Allowance..... \$20,000
- Residential Appliances (Fire Station) Allowance..... \$6,000
- Residential Appliances (Municipal Building) Allowance..... \$7,200
- Utility Connection (Gas and Power) Allowance..... \$30,000
- Council Chamber Dias Modifications (Dias and Ramp)..... \$25,000

Attached to this letter is the proposal summary, alternates, unit prices, and a list of qualifications. We have also attached herewith, an executed copy of the contract agreement, including the AIA Document A133, 2009 Exhibit A, Guaranteed Maximum Price Amendment.

At this time, we are requesting that you review and approve our Guaranteed Maximum Price Proposal and issue the Notice to Proceed for this project by February 11, 2014. This notice shall grant the right to access and authorize construction operations to commence on the project site. If you have any questions, please do not hesitate to call.

Sincerely,
BARTLETT COCKE GENERAL CONTRACTORS

John Culver
Senior Estimator

cc: Jeff Chapman – Ford Nassen
Mickey Conrad – OCO Architects
Tim Martin – Bartlett Cocke
James Anderson – Bartlett Cocke
FILE



CITY OF LEON VALLEY

MUNICIPAL OFFICES, POLICE STATION AND FIRE STATION

GUARANTEED MAXIMUM PRICE REPORT

FEBRUARY 5, 2014

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EXECUTIVE SUMMARY

THE MUNICIPAL OFFICES, POLICE AND FIRE STATION PROJECTS includes construction of the new fire station and the renovation of the existing municipal facilities to include a new police station, municipal offices and associated appurtenances. These improvements will be completed in the following phases:

Phase I:

- Construction of New Fire Station Facility

Phase II:

- City of Leon Valley moves Fire Department into new Facility
- Interior Demolition and Remodel of Existing Fire Station into new Police Station
- City of Leon Valley moves Police into newly renovated area

Phase III:

- City of Leon Valley relocates employees out of Municipal Office
- Interior Demolition and Remodel of existing Municipal Offices
- City of Leon Valley relocates employees back into newly remodeled Municipal Offices



STAKEHOLDERS LIST

Owner

CITY OF LEON VALLEY
6400 El Verde Road
Leon Valley, Texas 78238
(210) 684-1391

Rhonda Hewitt
Purchasing Agent
r.hewitt@leonvalleytexas.gov

Architect

OCO ARCHITECTS
114 E Cevallos St
San Antonio, TX 78204
(210) 829-1737

Mickey Conrad, AIA
Principal

Civil Engineer

FORD ENGINEERING MARK HILL
10927 WYE DR, STE 104
SAN ANTONIO, TEXAS 78217
(210) 590-4777

Construction Manager at Risk

BARTLETT COCKE GENERAL CONTRACTORS
8706 Lockway
San Antonio, Texas 78217
(210) 655-1031

Tim Martin
Project Manager
tmartin@bartlettcocke.com
(210)744-9035

Manny Valdez
Superintendent
mvaldez@bartlettcocke.com
(210) 559-2058

Nathan Olson
Preconstruction Director
nolson@bartlettcocke.com
(210) 655-1031

Geotechnical & Material Testing

ARIAS & ASSOCIATES

MEP Engineer

DBR ENGINEERING CONSULTANTS
Zac Morton, LEED AP

Structural Engineer

ALPHA CONSULTING ENGINEERS, INC.
Scott Tak, PE
President

Technology Consultant

ELERT & ASSOCIATES
(651)430-2772

Test/Balance & Commissioning

TBD

John Culver – LEED AP BD + C

Senior Estimator
jculver@bartlettcocke.com
(210) 872-9654

Jerry Hoog

Vice President Operations
jhoog@bartlettcocke.com
(210) 872-9654

Jamey Arnold

Vice President Field Operations
jarnold@bartlettcocke.com
(210) 415-2714

Harry Moeller

President
hmoeller@bartlettcocke.com
(210) 551-1777

James Anderson

Regional Manager
janderson@bartlettcocke.com
(210) 912-3707



MUNICIPAL OFFICES, POLICE & FIRE STATION

FEBRUARY 5, 2014

GUARANTEED MAXIMUM PRICE REPORT

AIA CONTRACT WITH GMP AMENDMENT

ATTACHED IS THE EXECUTED AGREEMENT INCLUDING THE GMP AMENDMENT.

Document A133™ – 2009 Exhibit A

Guaranteed Maximum Price Amendment

for the following PROJECT:

(Name and address or location)

Leon Valley Administrative Offices, Fire Station and Police Station

THE OWNER:

(Name, legal status and address)

City of Leon Valley
6400 El Verde Road
Leon Valley, TX 78238

THE CONSTRUCTION MANAGER:

(Name, legal status and address)

Bartlett Cocke General Contractors, LLC
8706 Lockway
San Antonio, Texas

ARTICLE A.1

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 2.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of this Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed Six Million Seven Hundred Thirty-six Thousand Four Hundred Sixty Dollars and Zero Cents (\$ 6,736,460.00), subject to additions and deductions by Change Order as provided in the Contract Documents.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price.
(Provide below or reference an attachment.)

Refer to Exhibit "A" : Bid Summary

§ A.1.1.3 The Guaranteed Maximum Price is based on the following alternates, if any, which are described in the Contract Documents and are hereby accepted by the Owner:
(State the numbers or other identification of accepted alternates. If the Contract Documents permit the Owner to accept other alternates subsequent to the execution of this Amendment, attach a schedule of such other alternates showing the amount for each and the date when the amount expires.)

Refer to Exhibit "B" : Alternates

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201™–2007, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

§ A.1.1.4 Allowances included in the Guaranteed Maximum Price, if any:
(Identify allowance and state exclusions, if any, from the allowance price.)

Item	Price (\$0.00)
Refer to Exhibit "C" : Allowances	

§ A.1.1.5 Assumptions, if any, on which the Guaranteed Maximum Price is based:

Refer to Exhibit "D" : Qualifications, Clarifications, Assumptions and Exclusions

§ A.1.1.6 The Guaranteed Maximum Price is based upon the following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
N/A			

§ A.1.1.7 The Guaranteed Maximum Price is based upon the following Specifications:
(Either list the Specifications here, or refer to an exhibit attached to this Agreement.)

Title of Specifications exhibit: Exhibit "E"

Section	Title	Date	Pages
---------	-------	------	-------

§ A.1.1.8 The Guaranteed Maximum Price is based upon the following Drawings:
(Either list the Drawings here, or refer to an exhibit attached to this Agreement.)

Title of Drawings exhibit: Exhibit "E" : List of Documents

Number	Title	Date
--------	-------	------

§ A.1.1.9 The Guaranteed Maximum Price is based upon the following other documents and information:
(List any other documents or information here, or refer to an exhibit attached to this Agreement.)

In lieu of Article A.2.1, refer to Exhibit "F" for Construction Schedule (Multiple Substantial Completion Dates).

ARTICLE A.2

§ A.2.1 The anticipated date of Substantial Completion established by this Amendment:

OWNER (Signature)

CONSTRUCTION MANAGER (Signature)

Manuel Longoria, Jr., City Manager
(Printed name and title)

Jerry Hoog, Vice President of South Texas Operations
(Printed name and title)



MUNICIPAL OFFICES, POLICE & FIRE STATION

FEBRUARY 5, 2014

GUARANTEED MAXIMUM PRICE REPORT

BID SUMMARY – EXHIBIT A

ATTACHED IS THE SUMMARY OF THE PROJECT COSTS & NEEDS ASSESSMENT.

BARTLETT COCKE
GENERAL CONTRACTORS

Project Name: Leon Valley Municipal Buildings				
GMP				
<u>DESCRIPTION</u>		<u>BASE VALUE</u> <i>(analyzed as SUB)</i>	FIRE STATION	MUNICIPAL BUILDING
DIVISION 00 & 01 - GC's, MJC's and ALLOWANCES				
Allowance	Inspection and Testing Allowance	20,000	10,000	10,000
Allowance	Residential Appliances - Fire Station	6,000	6,000
Allowance	Residential Appliances - Municipal Building	7,200	7,200
Allowance	Utility Connection Allowance (Gas and Power)	30,000	30,000
Allowance	City Council Dias	25,000	25,000
no spec	Temporary Office & Supplies	63,073	27,816	35,257
no spec	Shop Drawings, Product Data, and Samples	6,924	3,054	3,870
no spec	Project Safety	6,476	2,856	3,620
no spec	Project Signage	1,362	601	761
no spec	As-Built, Project Close-out	5,965	2,631	3,334
no spec	Dumpsters and Debris Haul-off	25,000	11,025	13,975
no spec	Final Cleaning & Weekly	19,072	9,442	9,630
no spec	Project Layout & Equipment	30,550	18,150	12,400
DIVISION 02 - EXISTING CONDITIONS				
no spec	Demolition	106,357	0	106,357
DIVISION 03 - CONCRETE				
03 30 00	Building Concrete	659,639	499,413	160,226
no spec	Termite Control	904	904	N/A
DIVISION 04 - MASONRY				
04 00 00	Masonry	244,814	123,732	121,082
DIVISION 05 - METALS				
05 00 00	Structural Steel Fabrication	318,369	193,190	125,179
erect	Steel Erection	226,430	100,500	125,930
	Boat Dock	0	0	0
DIVISION 06 - WOODS and PLASTICS				
06 10 00	Rough Carpentry	87,360	26,790	60,570
06 20 00	Finish Carpentry	159,782	73,600	86,182
DIVISION 07 - THERMAL and MOISTURE PROTECTION				
07 2500	WEATHER BARRIERS	55,652	36,636	19,016
07 4113	METAL ROOF PANELS	456,565	161,100	295,465
DIVISION 08 - OPENINGS				
08 11 13	Hollow Metal Doors & Frames	151,041	62,624	88,417
08 33 23	Overhead Coiling Doors	43,917	43,917	-NA-
08 41 13	Aluminum Framed Entrance & Storefront	108,582	15,213	93,369
DIVISION 09 - FINISHES				
09 24 00	Portland Cement Plastering	50,475	21,981	28,494
09 29 00	Gypsum Board	370,958	204,745	166,213
09 30 00	Tiling	79,143	15,508	63,635
09 65 19	Resilient Tile Flooring	74,202	8,700	65,502
09 67 23	Fluid Applied Floors	4,081	724	3,357
09 91 00	Painting	173,655	71,146	102,509
DIVISION 10 - SPECIALTIES				
10 11 00	Visual Display Surfaces	4,339	2,724	1,615
10 14 00	Signage	10,946	3,731	7,215
10 21 13	Toilet Compartments	10,355	3,635	6,720
10 22 19	Corner Guards	1,795	596	1,199
10 44 16	Fire Extinguishers	2,473	972	1,501
	Lockers	5,650	5,650
	Weapons Lockers	3,308	3,308
	Red Racks	10,614	10,614
10 75 00	Flagpoles	11,025	4,889	6,136
DIVISION 11 - EQUIPMENT				
11 52 13	Projection Screens	-NA-	-NA-	-NA-
DIVISION 12 - FURNISHINGS				
12 21 13	Horizontal Louver Blinds	4,170	1,440	2,730
12 48 13	Entrance Floor Mats and Frames	1,301	Flr Mat \$	1,301
DIVISION 21 - FIRE SUPPRESSION				
21 00 00	Fire Sprinkler System	122,634	60,494	62,140
DIVISION 22 - PLUMBING				
22 00 00	Plumbing	429,900	234,500	195,400
DIVISION 23 - HVAC				

BARTLETT COCKE
GENERAL CONTRACTORS

<u>DESCRIPTION</u>		<u>BASE VALUE</u> <u>(analyzed as SUB)</u>		FIRE STATION	MUNICIPAL BUILDING
23 00 00	HVAC		413,250	140,875	272,375
DIVISION 26 - ELECTRICAL					
26 00 00	Electrical		765,500	296,700	468,800
Division 27 - COMMUNICATIONS					
27 00 00	Communications Systems		ByOwner	By Owner	By Owner
Division 28 - FIRE ALARM SYSTEM AND SMOKE DETECTION SYSTEM					
28 31 00	Fire Alarm System and Smoke Detection System		W/ Electric	W/ Electric	W/ Electric
Division 31 - EARTHWORK					
31 23 00	Earthwork		286,580	188,256	98,324
Division 32 - EXTERIOR IMPROVEMENTS					
32 11 51	Raised Pavement Markers		5,349	2,718	2,631
32 31 13	Chain Link Fences & Gates		0	0	0
32 84 00	Landscape		153,654	52,046	101,608
Division 33 - UTILITIES					
33 00 00	Site Utilities		77,502	61,123	16,379
SUB-TOTALS 5,938,893					
23.46	Builders Risk Insurance (Months / Rate per M)	0.0075	11,852	5,227	6,625
Y	General Liability	0.40%	26,946	11,884	15,062
% of Total	Business License	0.03%	2,000	882	1,118
% of Total	Permitting Fee (TXDot & CoLV)	0.06%	3,993	1,761	2,232
COST 5,983,684					
YES	Bond Premium STANDARD RATES (Enter # Mo)	23.46	67,092	29,589	37,503
5.50%	General Conditions (% backed into from Lump Sum Amount)		370,505	163,400	207,105
2.85%	Overhead & Profit		191,989	84,671	107,318
1.83%	CM Contingency		123,190	54,329	68,861
TOTAL 6,736,460					
				3,199,053	3,537,407



LIST OF ALTERNATES – EXHIBIT B

Alternate #1: Add all chain link and decorative metal fences, gates, keypads and controllers at the Fire Station. Underground conduits from the gate controller / motors to the building and stone fence columns to remain in the base bid.

\$60,743 Not Accepted

Alternate #2: Add the Fire Station equipment cover roofing, structure and concrete footings at columns between column grids 6 & 7 and C thru F.

\$25,854 Not Accepted

Alternate #3: Add the boat lift wench in the apparatus bay of the Fire Station.

\$7,407 Not Accepted

Alternate #4: Add the decorative metal fences, gates, keypads and controllers at the Municipal Building. Underground conduits from the gate controller / motors to the building to remain in the base bid.

\$36,474 Not Accepted

Alternate #5: Add the 4 car and 6 car parking covers at the Municipal Building.

\$19,905 Not Accepted

Alternate #6: Add the stone monument sign at the Municipal Building near the intersection of Bandera and El Verde Roads.

\$32,918 Not Accepted

Alternate #7: Cost to Utilize Alternate Lighting Schedule.

\$18,995 Not Accepted



ALLOWANCES – EXHIBIT C

List of Allowances:

Inspection and Testing Allowance:	\$20,000
Residential Appliances - Fire Station:	\$6,000
Residential Appliances - Municipal Building:	\$7,200
Utility Connection Allowance (Gas and Power):	\$30,000
Allowance for Council Dias and Ramp	\$25,000



GMP QUALIFICATIONS, CLARIFICATIONS, ASSUMPTIONS & EXCLUSIONS – EXHIBIT D



Division 00 - General Assumptions

1. This GMP Proposal is based on the Construction Documents (plans and specifications) titled, "City of Leon Valley Municipal Facilities" dated December 11, 2013, Addendum No. 1 dated January 6, 2014, Addendum No. 2 dated January 9, 2014 and Addendum No. 3 dated January 13, 2014.
2. The following Bid Alternates were not accepted by the City of Leon Valley and are not included within the scope and cost of this GMP:
 - a. Alternate 1: Metal fences, gates and controllers at Fire Station Add: \$60,742
 - b. Alternate 2: Fire Station equipment cover structure & roofing Add: \$25,853
 - c. Alternate 3: Boat lift wench in the Fire Station Apparatus Bay Add: \$7,407
 - d. Alternate 4: Metal fences, gates and controllers at Municipal Building. Add: \$36,473
 - e. Alternate 5: Police covered parking structures at Municipal Building. Add: \$19,905
 - f. Alternate 6: Stone monument sign at Municipal Building Add: \$32,918
 - g. Alternate 7: Utilize Alternate Lighting Schedule Add: \$18,995
3. There are no individual line item guarantees within the GMP. Individual item savings within the GMP shall be addressed in accordance with the Contract Agreement.
4. The GMP Proposal description for an item will take precedence over conflicting information in the plans, specifications, or other contract documents.
5. The Contractual Agreement between Bartlett Cocke, L.L.C. and The City of Leon Valley will supersede Divisions 0 and 1 of the Project Manual.
6. This GMP Proposal is based upon the utilization of the current Northside ISD prevailing wage rates (Tab 12).

Division 01 – General Requirements

1. This proposal is based upon conducting construction operations to meet the overall desired schedule. This proposal is based upon normal working hours; however to maintain the schedule, the Construction Manager may perform work outside of normal working hours. Construction Manager to advise owner when working outside normal working hours.
2. In order to maintain the construction schedule, access to the site, right of entry and use of property shall be granted for site clearing no later than February 11, 2014.
3. The construction schedule is based on the successful deed of property and transfer of ownership between parties.
4. In order to maintain the schedule, it is anticipated the City of Leon Valley Public Works will complete all work in accordance with the general contractor's construction schedule.
5. The building permit costs have been waived by the City of Leon Valley and are not included in this GMP. No cost have been included for public agency reviews, approvals, and associated fees.
6. Property taxes, business operations taxes and other taxes related to the Property and the operations of the project have not been included.
7. Allowances are included as stated in the estimate breakdown.
8. Laboratory and/or Materials Testing is included by Allowance.
9. In establishing the price for the GMP, Bartlett Cocke assumed that reasonable substitutions may be made to specified materials in the specifications, except where otherwise noted.
10. No provisions have been included in this GMP to achieve any level of LEED certification.
11. If field findings and actual conditions are different then described by the geotechnical report, boring logs and other contract documents, adjustments in cost may be required.



12. Security and Storage of OFCI equipment & materials will be by Owner until installation is required by the project. Our project team will coordinate delivery and installation of all items.
13. CAD/Revit backgrounds for the production of subcontractors shop drawings will be provided by the A/E at no cost to the Contractor and Subcontractors.
14. Public agency reviews, approvals, and associated fees are excluded.
15. All extended warranties included in the specifications, including the material/labor warranties, shall be assigned to Owner following the Construction Manager's one-year repair/replacement obligation under the Contract. Thereafter, the Construction Manager shall only be responsible for assisting the Owner in enforcing those warranties provided by manufacturers, suppliers, and subcontractors.
16. Sales tax for materials to be put in-place is excluded.
17. A Contractor's Contingency Allowance of 2% is included. The Construction Contingency Allowance amount will be used to fund increases in the Direct Construction Cost of the Project identified through the refinement, development, and completion of the Construction Documents or procurement of the Work.
18. No work outside the City of Leon Valley property lines is included within this proposal, other than the public storm drainage and concrete approach at the new fire station and pavers and sidewalks at the Municipal building.
19. The Construction Manager will install building components as shown in the 100% Construction Documents, which includes, but is not limited to, components with accessibility requirements. In addition, the Construction Manager and/or its Agents do not have nor accept liability for interpreting the design guidelines established by the Americans with Disabilities Act (ADA) and/or the Texas Accessibility (TAS). Furthermore, the Construction Manager and/or its Agents do not have nor accept liability for complying with the opinions of the State Accessibility Inspector.
20. Background checks and badging are not required for the scope of work included in this GMP.
21. GMP does not include any allowances for added structural or miscellaneous steel (not indicated on documents).
22. The Construction Manager will not assume the design responsibility for the identification, quantity, location and elevation of existing underground utilities and communication lines. Maintenance and protection of existing underground and overhead utilities & communication lines are not included. Repair of damaged utilities or communication systems will be paid through cost of work or project contingencies.
23. Establishment of easements for new and re-routed utilities is excluded.
24. Electronic submittal software is excluded (Submittal Exchange, Newforma).
25. This GMP includes a \$25,000 allowance for modifications to council chamber dias and ramp.

Division 2 – Existing Conditions

1. If the City of Leon Valley wants any items in the existing building for Salvage or Re-use, please have them removed from the spaces to be demolished prior to our mobilization.
2. Demolition has been priced without any Hazardous Abatement, containment and/or remediation of any kind. If a Hazardous material is encountered, we will stop work in that immediate area and notify the City of Leon Valley for further action to be taken.

Division 3 – Concrete

1. GMP does not include any allowances for added reinforcing steel (not indicated on documents).



Division 4 – Masonry

1. The quarry supplying the “Oklahoma Stone” is I-10 Building Materials.

Division 5 – Metals

1. If connection designs are required for the Steel Fabrication scope of work, please add \$5,000.
2. Boat Lift is not included in our price.
3. All steel has been priced as Primed with the exception of the Ladder with Cage at each building, which is to be galvanized.
4. Galvanized handrails & guardrails at municipal building west ramp are included.

Division 6 – Woods and Plastics

1. We have included an allowance of \$2,000 for any fire blocking which may be required at the Fire Station per section 06 1000 – Carpentry, paragraph 3.02.B.
2. We have included an allowance of \$2,000 for any fire blocking which may be required at the Municipal Building per section 06 1000 – Carpentry, paragraph 3.02.B.
3. We have included blocking around door and window openings only where shown on the Fire Station and Municipal Building details, not as referenced in specification section 06 1000 – Carpentry, paragraph 3.02.C.
4. This GMP includes a \$25,000 allowance for modifications to the council chamber dias and ramp. The final design and requirements for this work remain to be determined.
5. The end-panel shown on sheet A7.5/8 cannot support the counter as shown. A Structural piece of wood will be supplied and then clad.
6. At Room A173, we have included the countertops as plastic laminate.
7. We have not included wood bases for the lockers as no details for such a base were shown.

Division 7 – Thermal and Moisture Protection

1. Waterproofing has been included per plans and specifications.
2. Roofing has been included per plans and specifications.

Division 8 – Openings

1. No Qualifications this division.



Division 9 – Finishes

1. Plaster has been included per plans and specifications.
2. Gypsum Walls and Ceilings have been included per plans and specifications.
3. We have included the sealed concrete as a Prosoco LS/CS.
4. We have included the seamless flooring as HP Spartacote Sparta-Chip with 4" Base.
5. We have excluded Skudo HT floor protection at the sealed concrete. We have included cardboard/ RAM Board for temporary protection at areas of sealed concrete.

Division 10 – Specialties

1. Interior Signage has been priced as specified.
2. We have included Ready Rack brand Racks for the Fire Station Equipment.
3. We have included SecureIt weapon Storage Kits as specified for Police Station.
4. We have included Standard KD Lockers with sloped tops and a 6" base.

Division 11 – Equipment

2. No Qualifications this division.

Division 12 – Furnishings

1. The Fire Station room finish schedule on sheet A6.0 calls for window blinds in room A128 – Laundry room. No windows are shown for this room, and as such, no blind in that location has been included in our GMP.
2. We have included an Allowance of 1,300 for an Entrance Walk-off Mat at the Municipal Building.
3. All furniture (i.e. chairs, tables, desks, lamps) is excluded.

Division 13 – Special Construction

1. The car port cover is listed as an add alternate and is not included in the base bid proposal.

Division 14 – Conveying Equipment

1. No Conveying Equipment has been included in this GMP, as none was found on drawings.

Division 21 – Fire Suppression

1. Our proposal does not include provisions for a fire pump.



Division 22 – Plumbing

1. Where new systems tie into existing systems, it is assumed that the existing systems are in good working condition and that they were installed in accordance with all current codes and standards.
2. If actual locations of below slab utilities are different than described in the contract documents, adjustments in cost may be required.

Division 23 – Heating, Ventilating, and Air Conditioning

1. No temporary heating or cooling rental equipment has been included.
2. Warranty on equipment begins at substantial completion of each phase of the project.

Division 26 – Electrical

1. Warranty on equipment begins at substantial completion of each phase of the project.
2. We have not included Cable Tray, as it is assumed to be provided by the Technology subcontractor.

Division 27 – Communications

1. The scope of work and associated cost to furnish and install the integrated Fire Station Control System (FSCS) specified in Section 27 51 13 is excluded from the GMP. Only the electrical rough-in for the FSCS indicated in Addendum No. 1 has been included under Division 26 – Electrical.
2. All communications cabling and equipment shall be provided and installed by others. All conduit, back boxes, junction boxes, floor boxes and in-wall boxes shall be provided under Section 26 – Electrical as indicated in the Construction Documents.
3. The “Contractor(s)” referred to in General Notes #4, 5, 6, 7, & 8 on Sheet T0.0 will be the Telecom and Audio/Visual Contractors to be procured under a separate contract with the Owner.

Division 28 – Electronic Safety and Security

1. All electronic safety and security cabling, material and equipment shall be provided and installed by others. All conduit, back boxes, junction boxes, floor boxes and in-wall boxes shall be provided under Section 26 – Electrical as indicated in the Construction Documents.
2. The “Premise Security Contractor (PSC)” referred to in General Note #10 on Sheet T0.0 will be procured under a separate contract with the Owner.



Division 31 – Earthwork

1. The required undercut for the proposed fire station building foundation has been reduced from 7 ft to 5 ft based on the recommendation of the Geotechnical Engineer, in accordance with the geotechnical report letter dated, September 27, 2013.
2. The allowable PVR for the slab on grade is 1 ½” in accordance with the geotechnical report letter dated, September 27, 2013.
3. Underfloor crawl space, drainage, mud-slab, and ventilation is excluded below the suspended slab at fire station.
4. Onsite excavated fill to be used as common fill at suspended slab area.
5. Barricades, traffic control, detouring, or other CoLV requirements for the milling and re-topping of El Verde Street is excluded.
6. Any civil items (i.e. utility relocation, sidewalk replacement, etc.) that CoLV may require that is not specifically detailed in the drawings is excluded.
7. All hazardous waste, hazardous soils, and similar removal, abatement, testing, and disposal is excluded.

Division 32 – Exterior Improvements

1. Our proposal does not include any provisions for connection, communication, or work related to the existing traffic control devices nearby.
2. Maintenance and seal coating of existing parking areas and pavement is excluded.

Division 33 – Utilities

1. We assume water supply to be of sufficient PSI on El Verde to supply the project.
2. We assume Gas, Water Meter fees to be supplied by City.
3. City of Leon Valley to install and test under-slab fire lines to 12” above finish floor at Fire Station & Municipal Building.
4. It is understood that all other underground utility work to within 5’ of the structures will be installed by the City of Leon Valley Public Works department and outside of this scope of work.
5. Existing utility relocation not specifically detailed is excluded.
6. In order to maintain the schedule, it is anticipated the City of Leon Valley Public Works will complete all work in accordance with the general contractor’s construction schedule.
7. Removal of existing septic systems is excluded.

END



LIST OF DOCUMENTS – EXHIBIT E

List of Documents is used to track each document (Drawing, Specification, Contract, etc.) issued to ensure that the entire team is working from the same information. This log is kept throughout the Preconstruction process.



CITY OF LEON VALLEY
New Fire Station & Renovation of Police Station & Municipal Offices

LIST OF SPECIFICATIONS - EXHIBIT E

Proposal Information Packet

DOCUMENTS

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01 4000	QUALITY REQUIREMENTS	1-5
01 5000	TEMPORARY FACILITIES AND CONTROLS	1-2
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01 5713	TEMPORARY EROSION AND SEDIMENT CONTROL	1-5
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08 3323	OVERHEAD COILING DOORS	1-2
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23 0529	HANGERS SUPPORTS FOR PIPING AND EQUIPMENT - HVAC	1-5
23 0593	TESTING, ADJUSTING AND BALANCING	1-5
23 0713	DUCT INSULATION	1-4
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23 0900	DIRECT DIGITAL CONTROLS (Comments added in ADD #3)	1-25
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FS = Fire Station

MO = Municipal Office Bldg

List of Documents - Exhibit E

Document Number	Description	BLDG	Pages	Issue			
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Drawings							
ARCHITECTURAL - FIRE STATION							
A0.1	Abbreviations Legend and Symbols	FS	1	12/11/2013	-	-	-
A0.2	ADA Accessibility Standards	FS	1	12/11/2013	-	-	-
A0.3	ADA Accessibility Standards	FS	1	12/11/2013	-	-	-
A0.4	Code Analysis	FS	1	12/11/2013	-	-	-
A1.0	Site Plan	FS	1	12/11/2013	-	-	-
A1.1	Site Plan Details	FS	1	12/11/2013	-	-	-
A2.0	Floor Plan - Dimensional	FS	1	12/11/2013	-	-	-
A2.1	Floor Plan - Noted	FS	1	12/11/2013	-	1/6/2014	-
A2.2	Tower, Clearstory, and Mezzanine Plans and Sections	FS	1	12/11/2013	-	-	-
A2.3	Roof Plan	FS	1	12/11/2013	-	-	-
A3.0	Exterior Elevations - East & North	FS	1	12/11/2013	-	1/9/2014	-
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A7.3	Millwork Sections		1	12/11/2013	1/6/2014	-	-
A7.4	Millwork Sections		1	12/11/2013	1/6/2014	-	-
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A9.0	Furniture Plan	FS	1	12/11/2013	-	-	-
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C4.0	Paving Plan	FS	1	12/11/2013	-	-	-
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LANDSCAPE - FIRE STATION							



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List of Documents - Exhibit E

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MEP 2.2	MEP Roof Plan	FS	1	12/11/2013	-	-	-
M0.0	Mechanical Symbols and Abbreviations	FS	1	12/11/2013	-	-	-
M2.1	Mechanical Plan - Level 1	FS	1	12/11/2013	1/3/2014	-	-
M3.1	Mechanical Details	FS	1	12/11/2013	-	-	-
M4.1	Mechanical Schedules	FS	1	12/11/2013	-	-	-
M5.1	Mechanical Controls	FS	1	12/11/2013	-	-	-
M5.2	Mechanical Controls	FS	1	12/11/2013	-	-	-
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E3.1	Enlarged Electrical Plan - Storage Mezzanine	FS	1	12/11/2013	-	-	-
E4.1	Electrical Riser Diagram	FS	1	12/11/2013	1/6/2014	-	-
E5.1	Electrical Schedules	FS	1	12/11/2013	1/6/2014	1/9/2014	-
E6.1	Electrical Details	FS	1	12/11/2013	-	-	-
EL2.1	Electrical Lighting Plan - Level 1	FS	1	12/11/2013	1/6/2014	-	-
EP2.1	Electrical Power Plan - Level 1	FS	1	12/11/2013	1/6/2014	-	-
	PLUMBING - FIRE STATION						
P0.0	Plumbing Symbols and Abbreviations	FS	1	12/11/2013	-	-	-
P2.1	Plumbing Plan - Level 1	FS	1	12/11/2013	-	1/9/2014	-
P3.1	Plumbing Risers	FS	1	12/11/2013	-	-	-
P4.1	Plumbing Schedules	FS	1	12/11/2013	-	1/9/2014	-
P5.1	Plumbing Details	FS	1	12/11/2013	-	1/9/2014	-
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T0.0	Technology - Index Sheet	FS		12/11/2013	-	-	1/13/2014
T1.1	Technology - Floor Plan	FS		12/11/2013	-	-	1/13/2014
T1.2	Technology - Tower Pland and Above Floor Plans	FS		12/11/2013	-	-	1/13/2013
T5.1	Technology Details	FS		12/11/2013	-	-	1/13/2014
T5.2	Technology Details	FS		12/11/2013	-	-	1/13/2014
T5.3	Technology Details	FS		12/11/2013	-	-	1/13/2014
	ARCHITECTURAL - MUNICIPAL OFFICES						
A0.1	Abbreviations Legend and Symbols	MO	1	12/11/2013	-	-	-



FS = Fire Station

MO = Municipal Office Bldg

List of Documents - Exhibit E

Document Number	Description	BLDG	Pages	Issue			
				12/11/2013 100% Construction	ADD #1 1/6/2014	ADD #2 1/9/2014	ADD #3 1/13/2014
A0.2	ADA Accessibility Standards	MO	1	12/11/2013	-	-	-
A0.3	ADA Accessibility Standards	MO	1	12/11/2013	-	-	-
A0.4	Code Analysis	MO	1	12/11/2013	-	-	-
A0.5	Phasing & Composite Plans	MO	1	12/11/2013	-	-	-
A0.6	Foundation Grade Plans	MO	1	12/11/2013	-	-	-
AD1.0	Site Demolition Plan	MO	1	12/11/2013	-	1/9/2013	-
AD 2.0	Demolition Plan - Segment A	MO	1	12/11/2013	-	-	-
AD 2.1	Demolition Plan - Segment B	MO	1	12/11/2013	-	-	-
AD2.2	Demolition Roof Plan	MO	1	12/11/2013	-	-	-
A1.1	Site Plan - New Construction	MO	1	12/11/2013	-	-	-
A1.2	Enlarged Site Plans and Site Plan Details	MO	1	12/11/2013	1/6/2014	-	-
A2.0	New Floor Plan - Segment A - Noted	MO	1	12/11/2013	-	-	-
A2.1	New Floor Plan - Segment B - Noted	MO	1	12/11/2013	-	-	-
A2.2	New Floor Plan - Segment B - Noted	MO	1	12/11/2013	1/6/2014	-	-
A2.3	New Floor Plan - Segment B - Dimensioned	MO	1	12/11/2013	-	-	-
A2.5	Roof Plan	MO	1	12/11/2013	-	-	-
A3.0	Exterior Elevations	MO	1	12/11/2013	-	-	-
A3.1	Exterior Elevations	MO	1	12/11/2013	-	-	-
A3.1	Building Sections	MO	1	12/11/2013	-	-	-
A4.0	Wall Types	MO	1	12/11/2013	-	-	-
A4.1	Wall Sections	MO	1	12/11/2013	-	-	-
A4.2	Wall Sections and Section Details	MO	1	12/11/2013	-	-	-
A4.3	Roof Details	MO	1	12/11/2013	-	-	-
A4.4	Roof Details	MO	1	12/11/2013	-	-	-
A5.0	Plan Details	MO	1	12/11/2013	-	-	-
A6.0	Room Finish Schedules	MO	1	12/11/2013	1/6/2014	-	-
A6.1	Door Schedules and Types	MO	1	12/11/2013	1/6/2014	-	-
A6.2	Window Types and Details	MO	1	12/11/2013	1/6/2014	-	-
A6.3	Window Details	MO	1	12/11/2013	-	-	-
A6.4	Door Details	MO	1	12/11/2013	-	-	-
A7.0	Enlarged Floor Plans	MO	1	12/11/2013	-	-	-
A7.1	Enlarged Floor Plans	MO	1	12/11/2013	-	-	-
A7.2	Interior Elevations	MO	1	12/11/2013	-	-	-
A7.3	Interior Elevations	MO	1	12/11/2013	-	-	-
A7.4	Interior Elevations	MO	1	12/11/2013	-	-	-
A7.5	Interior Elevations	MO	1	12/11/2013	-	-	-
A7.6	Interior Elevations	MO	1	12/11/2013	-	-	-
A7.7	Interior Elevations	MO	1	12/11/2013	-	-	-
A7.8	Millwork Sections	MO	1	12/11/2013	-	-	-
A7.9	Millwork Sections and Details	MO	1	12/11/2013	-	-	-
A8.0	New Reflected Ceiling Plan - Segment A	MO	1	12/11/2013	-	-	-
A8.1	New Reflected Ceiling Plan - Segment B	MO	1	12/11/2013	-	-	-
A9.0	Floor Finish Plan - Segment A	MO	1	12/11/2013	1/6/2014	-	-
A9.1	Floor Finish Plan - Segment B	MO	1	12/11/2013	1/6/2014	-	-
A9.2	Furniture Plan - Segment A	MO	1	12/11/2013	-	-	-
A9.3	Furniture Plan - Segment B	MO	1	12/11/2013	-	-	-
	CIVIL - MUNICIPAL OFFICES						
C1.0	Demolition	MO	1	12/11/2013	-	-	-
C2.1	Site Plan	MO	1	12/11/2013	-	-	-
C2.2	Dimensional Control	MO	1	12/11/2013	-	-	-
C3.0	Grading Plan	MO	1	12/11/2013	-	-	-
C4.0	Utility Plan	MO	1	12/11/2013	-	-	-
C5.0	Civil Details	MO	1	12/11/2013	-	-	-
	TREE PRESERVATION PLAN						
TP1.01	Tree Preservation Plan	MO	1	12/11/2013	-	-	-



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List of Documents - Exhibit E

Document Number	Description	BLDG	Pages	Issue			
				12/11/2013 100% Construction	ADD #1 1/6/2014	ADD #2 1/9/2014	ADD #3 1/13/2014
TP1.02	Tree Preservation Details	MO	1	12/11/2013	-	-	-
	LANDSCAPE						
L1.01	Hardscape Materials Plan	MO	1	12/11/2013	-	-	-
L1.02	Entry Hardscape Layout Plan	MO	1	12/11/2013	-	-	-
L2.01	Planting Plan	MO	1	12/11/2013	-	-	-
L2.02	Planting Details	MO	1	12/11/2013	-	-	-
L3.01	Irrigation Plan	MO	1	12/11/2013	-	-	-
L3.02	Irrigation Details	MO	1	12/11/2013	-	-	-
	STRUCTURAL - MUNICIPAL OFFICES						
S1.1	Structural Notes	MO	1	12/11/2013	-	-	-
S1.2	Structural Notes	MO	1	12/11/2013	-	-	-
S1.3	Special Inspections	MO	1	12/11/2013	-	-	-
S1.4	Typical CMU Details	MO	1	12/11/2013	-	-	-
S2.1	Foundation Framing Plan - Segment A	MO	1	-	-	-	-
S2.1A	First Floor Framing Plan - Segment A	MO	1	12/11/2013	-	-	-
S2.1B	First Floor Framing Plan - Segment B	MO	1	12/11/2013	-	-	-
S2.2A	Mezzanine/Canopy/Tower Framing Plan - Segment A	MO	1	12/11/2013	-	-	-
S2.2B	Canopy Framing Plan - Segment B	MO	1	12/11/2013	-	-	-
S3.1	Cross Sections and Details	MO	1	12/11/2013	-	-	-
S4.1	Sections & Details	MO	1	12/11/2013	-	-	-
S4.2	Sections & Details	MO	1	12/11/2013	-	-	-
S5.1	Typical Steel Details	MO	1	12/11/2013	-	-	-
S5.2	Sections and Details	MO	1	12/11/2013	-	-	-
	MECHANICAL - MUNICIPAL OFFICES						
MEP1.2	Demo MEP Floor Plan	MO	1	12/11/2013	-	-	1/13/2014
MEP 2.1	MEP Siteplan	MO	1	12/11/2013	-	1/9/2014	1/13/2014
MEP 2.2	MEP Roof Plan	MO	1	12/11/2013	-	-	-
M0.0	Mechanical Symbols and Abbreviations	MO	1	12/11/2013	-	-	-
M2.1	Mechanical Plan - Area A	MO	1	12/11/2013	1/3/2014	-	1/13/2014
M2.2	Mechanical Plan - Area B	MO	1	12/11/2014	1/3/2014	-	1/13/2014
M2.3	Mechanical Plan - Mezzanine	MO	1	12/11/2013	1/3/2014	-	-
M3.1	Mechanical Details	MO	1	12/11/2013	-	-	-
M4.1	Mechanical Schedules	MO	1	12/11/2013	1/3/2014	-	-
M4.2	Mechanical Schedules	MO	1	12/11/2013	-	-	-
M5.1	Mechanical Controls	MO	1	12/11/2013	-	-	-
M5.2	Mechanical Controls	MO	1	12/11/2013	-	-	-
	ELECTRICAL - MUNICIPAL OFFICES						
E0.0	Electrical Symbols and Abbreviations	MO	1	12/11/2013	-	1/9/2014	-
E4.1	Electrical Riser Diagram	MO	1	12/11/2013	-	1/9/2014	-
E4.2	Electrical Phasing Diagram	MO	1	12/11/2013	-	-	-
E5.1	Electrical Schedules	MO	1	12/11/2013	-	1/9/2014	-
E5.2	Electrical Schedules	MO	1	12/11/2013	-	-	-
E6.1	Electrical Details	MO	1	12/11/2013	-	-	-
EL2.1	Electrical Lighting Plan - Area A	MO	1	12/11/2013	-	1/9/2014	-
EL2.2	Electrical Lighting Plan - Area B	MO	1	12/11/2013	-	1/9/2014	-
EL2.3	Electrical Lighting Plan - Mezzanine	MO	1	12/11/2013	-	-	-
EP2.1	Electrical Lighting Plan - Area A	MO	1	12/11/2013	-	1/9/2014	-
EP2.2	Electrical Lighting Plan - Area B	MO	1	12/11/2013	-	1/9/2014	-
EP2.3	Electrical Power Plan - Mezzanine	MO	1	12/11/2013	-	-	-
	PLUMBING - MUNICIPAL OFFICES						
P0.0	Plumbing Symbols and Abbreviations	MO	1	12/11/2013	-	-	-
P2.1	Plumbing Plan - Area A	MO	1	12/11/2013	-	1/9/2014	-



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List of Documents - Exhibit E

Document Number	Description	BLDG	Pages	Issue			
				12/11/2013	ADD #1	ADD #2	ADD #3
				100% Construction	1/6/2014	1/9/2014	1/13/2014
P2.2	Plumbing Plan - Area B	MO	1	12/11/2013	-	1/9/2014	-
P2.3	Plumbing Plan - Mezzanine	MO	1	12/11/2013	-	1/9/2014	-
P3.1	Plumbing Risers - Area A	MO	1	12/11/2013	-	-	-
P3.2	Plumbing Risers - Area B	MO	1	12/11/2013	-	-	-
P3.3	Plumbing Risers - Area B Continued	MO	1	12/11/2013	-	-	-
P4.1	Plumbing Schedules	MO	1	12/11/2013	-	1/9/2014	-
P5.1	Plumbing Details	MO	1	12/11/2013	-	1/9/2014	-
	TECHNOLOGY - MUNICIPAL OFFICES						
T0.0	Technology Index Sheet	MO	1	12/11/2013	-	-	1/13/2014
T1.1	Technology Overall Floor Plan	MO	1	12/11/2013	-	-	1/13/2014
T1.2	Technology Floor Plan Segment A	MO	1	12/11/2013	-	-	1/13/2014
T1.3	Technology Floor Plan Segment B	MO	1	12/11/2013	-	-	1/13/2014
T1.4	Technology Floor Plan Mezzanine	MO	1	12/11/2013	-	-	1/13/2014
T5.1	Technology Details	MO	1	12/11/2013	-	-	1/13/2014
T5.2	Technology Details	MO	1	12/11/2013	-	-	1/13/2014
T5.3	Technology Details	MO	1	12/11/2013	-	-	1/13/2014
T5.4	Technology Details	MO	1	12/11/2013	-	-	1/13/2014
T5.5	Technology Details	MO	1	12/11/2013	-	-	1/13/2014
T5.6	Technology Details	MO	1	12/11/2013	-	-	1/13/2014



MUNICIPAL OFFICES, POLICE & FIRE STATION

FEBRUARY 5, 2014

GUARANTEED MAXIMUM PRICE REPORT

UNIT PRICES



**CITY OF LEON VALLEY
UNIT PRICES:**

- #1. 24" Diameter Shaft Piers: Lesser Foundation Depth: a deductive unit price per linear foot for each diameter of shaft) price to be at least 75% of greater depth:..... \$(16.00) / Linear Foot
- #2. 24" Diameter Shaft Piers: Temporary Casing: a unit price for each diameter of shaft:
..... \$53.00 / Linear Foot
- #3. 24" Diameter shaft:..... \$48.00 / Linear Foot
- #4. Duplex convenience outlet circuited to nearest, appropriate circuit:..... \$265.00 / Each
- #5. Quad receptacle and 25'-0" of branch circuit:..... \$275.00 / Each
- #6. Power to light fixture and 25'-0" of branch circuit:..... \$230.00 / Each
- #7. Light fixture switch and 25'-0" of branch circuit:..... \$260.00 / Each
- #8. Occupancy sensor with relay pack and 25'-0" of branch circuit:..... \$560.00 / Each
- #9. Exit sign with 25'-0" of branch circuit:..... \$425.00 / Each
- #10. Fire Alarm strobe and 25'-0" of wire:..... \$400.00 / Each
- #11. Fire Alarm horn and 25'-0" of wire:..... \$400.00 / Each
- #12. Fire Alarm combination device and 25'-0" of wire:..... \$400.00 / Each
- #13. Fire Alarm pull station, connected to system:..... \$425.00 / Each
- #14. Fire Alarm smoke detector, connected to system:..... \$425.00 / Each
- #15. Wall Mounted speaker box with conduit to above ceiling:..... \$150.00 / Each
- #16. Wall Mounted telecommunications box with conduit to above ceiling:..... \$165.00 / Each
- #17. Ceiling mounted data box:..... \$150.00 / Each
- #18. Wall mounted exterior surveillance camera box with conduit to above ceiling:.... \$185.00 / Each



- #19. Ceiling mounted speaker box with conduit to above ceiling:..... \$160.00 / Each
- #20. Wall mounted security device box with conduit to above ceiling:..... \$150.00 / Each
- #21. Wall mounted volume control box with conduit to above ceiling:..... \$150.00 / Each
- #22. Wall mounted push-to-talk box with conduit to above ceiling:..... \$150.00 / Each
- #23. Wall mounted audio/visual device box with conduit to above ceiling:..... \$150.00 / Each
- #24. Ceiling mounted projector box:..... \$150.00 / Each
- #25. Wall mounted multimedia flat panel display box with conduit to above ceiling:... \$150.00 / Each



SCHEDULE – EXHIBIT F

PHASED SCHEDULE: Reference the attached schedule for additional details.

PHASE I – NEW FIRE STATION ANTICIPATED NOTICE TO PROCEED:	02/3/2014
PHASE I – NEW FIRE STATION SUBSTANTIAL COMPLETION:	12/12/2014
PHASE II – NEW POLICE ANTICIPATED START:	1/01/2014
PHASE II – NEW POLICE SUBSTANTIAL COMPLETION:	5/30/2015
PHASE III – NEW ADMIN ANTICIPATED START:	6/14/2015
PHASE III – NEW ADMIN SUBSTANTIAL COMPLETION:	12/14/2015
PROJECT SUBSTANTIAL COMPLETION:	12/14/2015
PROJECT FINAL COMPLETION:	1/15/2016



MUNICIPAL OFFICES, POLICE & FIRE STATION

FEBRUARY 5, 2014

GUARANTEED MAXIMUM PRICE REPORT

WAGE RATES

BUILDING CONSTRUCTION

November, 2004

Air Conditioning Mechanic	\$22.96
Air Conditioning Mechanic Helper	\$ 8.82
Air Conditioning Serviceman	\$21.86
Air Conditioning Serviceman Helper	\$10.10
Bricklayer/Stone Mason	\$18.16
Carpenter, Form	\$12.02
Carpenter, Trim and Finish	\$14.92
Concrete Finisher	\$12.47
Drywall Installer	\$14.38
Electrician	\$18.93
Electronic Technician	\$14.45
Floor Layer, Resilient	\$12.00
Glazier	\$10.88
Ironworker, Reinforcing	\$10.19
Ironworker, Structural	\$12.50
Ironworker, Structural Helper	\$11.06
Laborer, Skilled	\$ 9.94
Laborer, Unskilled	\$ 8.10
Operator, Crane	\$15.90
Operator, Forklift	\$12.50
Painter	\$10.00
Pipefitter	\$23.10
Pipefitter, Helper	\$ 9.45
Plumber	\$23.93
Plumber Helper	\$ 9.65
Roofer	\$ 9.95
Roofer, Helper	\$ 9.01
Sheet Metal Worker, Roofing	\$13.92
Sheet Metal Worker, Roofing Helper	\$ 9.46
Sheet Metal Worker, Ductwork	\$20.87
Sheet Metal Worker, Ductwork Helper	\$ 7.99
Sprinkler System Installer (Fitter)	\$18.70
Tile Installer, Ceramic	\$12.15
Waterproofer Installer	\$10.92
Welder, Certified Pipe	\$24.14
Welder, Structural	\$13.68

SITework, PAVING, AND UTILITY CONSTRUCTION

Carpenter, Rough	\$14.90
Laborer, Common	\$ 9.93
Laborer, Utility	\$ 9.50
Operator, Crane	\$11.50
Operator, Front-end-Loader (<2.5c.y.)	\$11.08
Operator, Motor Grader (Fine)	\$14.63
Pipelayer	\$ 9.30
Steelworker, Structural	\$13.11
Truck Driver, Single Axle, Light	\$10.51
Truck Driver, Tandem Axle or Semi	\$11.78

Any worker employed on this project shall be paid at the rate of one and a half (1-1/2) times the regular rate for every hour worked in excess of forth (40) hours per week.

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-02-10-15

DATE: FEBRUARY 10, 2014

TO: MAYOR AND CITY COUNCIL

FROM: KRISTIE FLORES, DIRECTOR OF COMMUNITY DEVELOPMENT

THROUGH: MANUEL LONGORIA JR., CITY MANAGER

SUBJECT: Consider Acceptance of the Bid, Award the Contract for the 2013-2014 Bandera Road Monument Construction Project and Authorize the City Manager to sign the contract and change orders up to an additional twenty-five percent (25%) of the bid amount.

PURPOSE

Four (4) bids were received by the deadline date of 2 p.m., January 14, 2014. The results were as follows:

LEON VALLEY GATEWAY MONUMENTS
JANUARY 14, 2014 - 2:00 P.M.
BID TABULATION

VENDOR	ITEM #1 ECKHERT RD.	ITEM #2 GRASS HILL DR.	TOTAL	DAYS TO COMPLETE
RL Rohde	\$ 182,000	\$ 142,000	\$ 324,000	90
Northstar	\$ 218,292	\$ 145,528	\$ 363,820	90
CGC	\$ 240,000	\$ 160,000	\$ 400,000	90
Jerdon Enterprise	\$ 201,000	\$ 208,000	\$ 409,000	120

This agenda item allows the City Council to consider a request accepting the **lowest qualified bidder** and awarding the contract for the 2013-2014 Bandera Road Monument Construction Project to RL Rohde in the amount of \$324,000 and authorize the City Manager to sign the contract and change orders up to an additional 25 percent (25%) of the bid amount.

FISCAL IMPACT

Funding in the amount of **\$444,926** is available in the Capital Infrastructure Economic Development (CIED) Fund for this project.

Total Budget	\$520,000
Total Spent to Date	\$ 47,858
Less LV EDC Contribution	<u>-\$ 27,216</u>
	\$444,926

Remaining Amount	\$444,926
Less Bid Amount	<u>-\$324,000</u>
	\$120,926
Contingency Fees	<u>-\$ 32,400</u>
	\$ 88,526
Engineering Fees	<u>-\$ 2,400</u>
	\$ 86,126
Halff Associates	<u>-\$ 12,090</u>
Potential Savings	\$74,036

RECOMMENDATION

Approval of the acceptance and authorization to the City Manager is at Council's discretion and if approved will allow staff to proceed to the construction phase of the monument project.

Approval of this action is also consistent with the Strategic Goal for Economic Development: to attract and retain quality businesses by providing beautification through landscaping, unique signs and defining the entry ways into the City.

S.E.E STATEMENT

Social Equity- It is equitable to create Chapter 15, "Tree Preservation," so that the Tree Advisory Board may provide professional recommendations to the City Council regarding matters concerning tree preservation such as tree variances.

Economic Development- The proposed monuments give the City a sense of identity and place and will assist in the Economic Development efforts to market and promote the City.

Environmental Stewardship- Environmentally friendly materials will be used in the construction of the monuments when possible and hard and drought tolerant plantings will be utilized for the landscaping.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

City Secretary

City of Leon Valley City Council

**Bid and Award Consideration - Contract
for 2013-2014 Bandera Road
Monument Construction Project**

February 10, 2014

Purpose

- Award Bid to Lowest Qualified Bidder
- Authorize the Manager to Execute the Contract and Change Orders up to 25% of bid amount

Bid Tabulation



LEON VALLEY GATEWAY MONUMENTS
JANUARY 14, 2014 - 2:00 P.M.
BID TABULATION

VENDOR	ITEM #1 <i>ECKHERT RD.</i>	ITEM #2 <i>GRASS HILL DR.</i>	TOTAL	DAYS TO COMPLETE
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Jerdon Enterprise	\$ 201,000	\$ 208,000	\$ 409,000	120

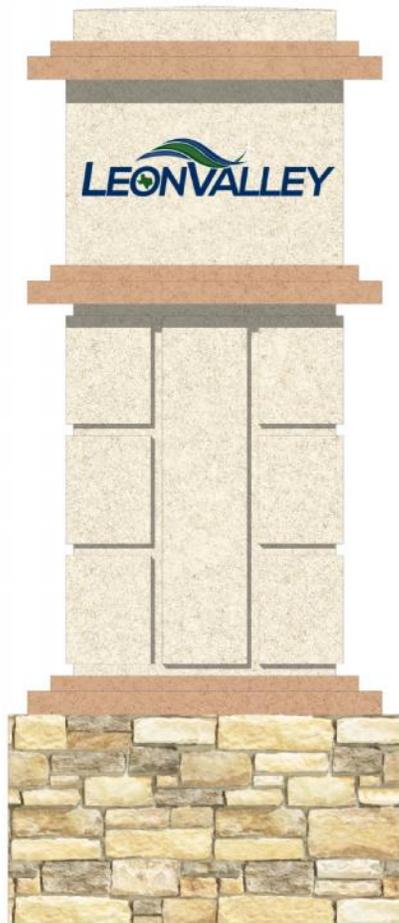
Fiscal Impact

- Funds available in Capital Infrastructure Economic Development (CIED) Fund

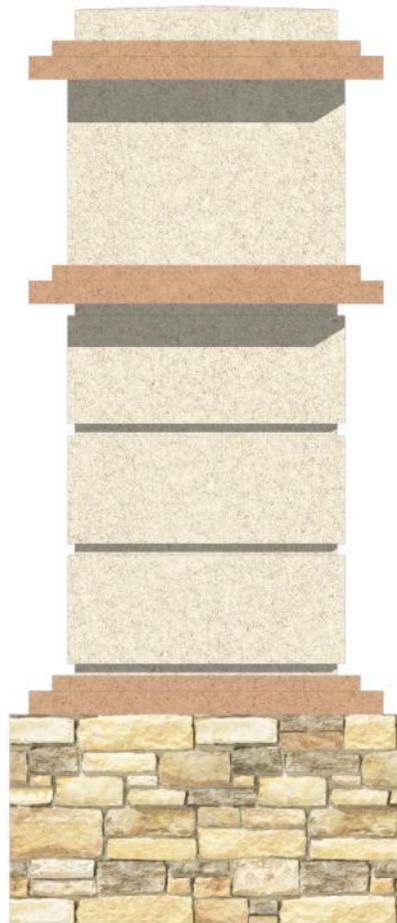
BANDERA RD. STREETScape IMPROVEMENTS



Gateway Design - Gateway Monument Feature



FRONT ELEVATION



SIDE ELEVATION



PERSPECTIVE

GATEWAY MONUMENT FEATURE

Recommendation

- Approval is at Council's Discretion
- The action is consistent with the City's Strategic Goals for Economic Development
- Approval of this action in its entirety allows staff to move to the construction phase of the project

City of Leon Valley City Council

**Bid and Award Consideration - Contract
for 2013-2014 Bandera Road
Monument Construction Project**

February 10, 2014

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-02-10-16

DATE: February 10, 2014
TO: Mayor and Council
FROM: Manuel Longoria, Jr., City Manager
SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A TWENTY (20) YEAR FRANCHISE FEE AGREEMENT WITH CPS ENERGY FOR FOUR AND ONE HALF PERCENT (4.5%) OF CPS ENERGY'S GROSS RECEIPTS FROM SALE OF ELECTRICITY AND GAS WITHIN THE CITY OF LEON VALLEY.

PURPOSE

On November 7, 2013 the City of San Antonio approved a CPS Energy rate adjustment of 4.25% for all electric and gas customers. As a result of this adjustment, CPS Energy is able to increase franchise fees from 3 to 4% for suburban cities effective February 1, 2014.

If at any time within the term of the franchise agreement the City passes an ordinance increasing the franchise fee from 4% to 5%, CPS agrees to execute documents necessary to accept the increase in fees. However, the additional 1% will be treated by CPS Energy as a City-specific fee and will identify it separately as a surcharge on bills of customers residing within the City limits.

Additionally, on January 15, 2014, CPS Energy offered suburban cities an additional .5% franchise fee effective February 1, 2014. Funding for the additional .5% will come from capital funds previously made available through the now terminated CIED Fund program to fund electric and gas infrastructure projects in suburban cities.

CPS has made it clear that the additional 1.5% franchise fee will be recovered through CPS Energy's base rates for all customers under the current system, not surcharged to individual city customers.

If approved the additional 1% will be deposited in the General Fund and the .5% will be deposited in the CIED Fund to be used for capital projects.

In addition to the 4.5% franchise fee detailed above, the proposed agreement has a provision that allows the City of Leon Valley (COLV) to assess an additional 1% City-specific fee. The additional 1% will be treated by CPS Energy as a City-specific fee and will identify it separately as a surcharge on bills of customers residing within the COLV city limits. In order to assess the fee, the COLV must approve an ordinance to authorize the fee. However, at this time we are not considering this provision but leaving it open for

future consideration by City Council.

FISCAL IMPACT

The annual increase for General Fund is estimated to be \$137,939 and the annual amount for the CIED Fund is estimated to be \$68,969 for a total annual increase of \$206,908.

RECOMMENDATION

Authorize the City Manager to enter into a twenty (20) year Franchise Fee agreement with CPS Energy for 4.5% of CPS Energy's gross receipts from sale of electricity and gas within the City of Leon Valley.

APPROVED: _____

DISAPPROVED:

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

City Secretary

ORDINANCE NO. 2014-02-10-16

GRANTING AN ELECTRIC & GAS FRANCHISE TO
CITY PUBLIC SERVICE

BE IT ORDAINED BY THE CITY COUNCIL

OF THE CITY OF LEON VALLEY

SECTION 1. Description. This agreement hereby grants the City of San Antonio, acting by and through the City Public Service Board, (CPS Energy), a twenty-year franchise commencing on February 1, 2014, for transmission, distribution and sale of electricity within CPS Energy's certificated service area and within the City of Leon Valley (Franchise Agreement). CPS Energy may construct, operate and maintain in, upon, over, under, and across the present and future streets, alleys, public ways and places within the City of Leon Valley, Texas (City) all the facilities CPS Energy deems reasonably necessary for the rendition of safe, reliable and economical electric and gas service (CPS Energy Facilities).

SECTION 2. Payment for Street Rental. CPS Energy shall make a payment for street rental to the City in the amount of four and one half percent (4.5%) of CPS Energy's gross receipts from the sale of electricity and gas within the City. "Gross receipts" excludes uncollectibles. The payment for street rental shall be treated by CPS Energy as a system-wide cost of service, and shall not be identified separately on the customer bill.

- 2.1. The payment for street rental will reflect CPS Energy's gross receipts for such sales, on a quarterly basis and will be due to the City within thirty (30) days after the close of each quarter in CPS Energy's fiscal year.

SECTION 3. Limitation on Assessments. The street rental charge is in lieu of all other fees or charges and the City shall not impose or collect, nor attempt to impose or collect, any charge or fee in connection with the construction, operation and maintenance of CPS Energy Facilities within the City other than the payment for street rental provided for under SECTION 2 above.

SECTION 4. Audits. Upon written notice to CPS Energy, the City shall be entitled, during normal working hours and at reasonable intervals during the term of this agreement, to audit records of CPS Energy supporting the payment for street rental, including customer lists, to the extent such information is public information.

SECTION 5. Construction, Operation and Maintenance of Facilities. CPS Energy may open cut streets, curbs and sidewalks, bore, or utilize any other methods it deems reasonably necessary to construct, operate and maintain CPS Energy Facilities within the City. The design and construction of CPS Energy Facilities and CPS Energy's access to and restoration of paved surfaces shall be in accordance with CPS Energy design and construction standards, which CPS Energy shall make available for review by the City upon request. Street cuts and restoration of paved surfaces shall be subject to ordinances that may be adopted by the City, to the extent that such requirements are not in conflict with the following provisions.

- 5.1 Prior to starting any work, CPS Energy shall give ten (10) days written notice of the scope and duration of the work to the official designated by the City. Prior notice may be reduced or waived by the City in order to allow the work to proceed. In the event CPS Energy determines there is an emergency, CPS Energy may act without any prior notice, but shall provide notice to the City as soon as practicable.

5.2 The surface of any street, alley, or public way or place disturbed by CPS Energy shall be restored by CPS Energy within a reasonable time after the completion of the work. No street, alley, or public way or place shall be encumbered by CPS Energy for a longer period than shall be reasonably necessary to execute the work. CPS Energy shall continue to maintain the integrity of the portion of any paved surface over CPS Energy Facilities, as restored by CPS Energy during the work, as long as CPS Energy Facilities remain in use by CPS Energy at that location. CPS Energy shall have no responsibility for any injuries to landscaping or improvements located over, under, or around CPS Energy Facilities, but shall use reasonable care to avoid such injuries.

SECTION 6. Civic Improvements. The City shall give reasonable prior written notice of street repaving, widening or straightening projects to CPS Energy. CPS Energy shall, at its expense, relocate CPS Energy Facilities in connection with activities reasonably related to the City's widening or straightening of streets.

SECTION 7. Use of Pole Space. CPS Energy shall permit the City to use existing CPS Energy poles for the City's communications conductors used for the City's governmental purposes, to the extent CPS Energy determines space is available. Such use shall be subject to the City's execution of CPS Energy's form of contract for pole attachment and payment of the CPS Energy fees applicable to such service.

SECTION 8. Rate Schedules. CPS Energy shall offer to serve the City's accounts under the rate schedules most favorable to the City, in accordance with CPS Energy's Rules and Regulations applying to Electric Service, a copy of which will be provided upon request.

SECTION 9. Furnishing of Information CPS Energy will make available to the City meeting agendas for CPS Energy's Board meetings, information packets, and rate filings, and will arrange periodic sessions for presentations by and discussions with knowledgeable CPS Energy employees.

CPS Energy will at times provide confidential and competitively sensitive information to the City, including, quarterly electrical usage reports. The City agrees to keep such information confidential according to the Confidentiality Agreement for an Inter-Governmental Transfer of Information attached hereto as Exhibit A.

SECTION 10. Uniform Franchise Benefits. If at any time during the term of this Franchise Agreement, CPS Energy enters into another franchise agreement for the provision of electric and gas service which provides increased financial benefits to any incorporated community in excess of the percentages stated in SECTION 2, CPS Energy shall provide written notice of such event to the City. At the option of the City, which must be exercised in writing within thirty (30) days after the City's receipt of notice from CPS Energy, this Franchise Agreement shall be amended to incorporate such increased financial benefit. The amendment to the Franchise Agreement shall be effective from the same date shown in the franchise agreement with such other incorporated community.

SECTION 11. Limited indemnity. It is expressly understood and agreed by and between the City and CPS Energy that CPS Energy shall indemnify and hold the City harmless from any and all loss sustained by the City on account of any suit, judgment, claim or demand whatsoever to the extent that such loss is attributed to the negligence of CPS Energy, its agents or employees in the performance of services under this Franchise Agreement.

SECTION 12. Effective Date. This Franchise Agreement shall become effective upon its adoption by the City in the form authorized by the board of CPS Energy. It shall supersede and take precedence over inconsistent ordinances, resolutions, or regulations hereafter or heretofore passed by the City. The payments provided for in SECTION 2 shall be effective for CPS Energy's gross receipts from electric sales within the City commencing February 1, 2014, if this Franchise Agreement is adopted by the City on or before February

10, 2014, or otherwise shall be effective for CPS Energy's gross receipts from electric and gas sales within the City commencing the first day of the month following adoption by the City.

SECTION 13. Headings. The headings of the sections in this Franchise Agreement are for organizational purposes only. They have no separate meaning and shall not be read as affecting the language of the sections.

SECTION 14. Continuation of Agreement. This Franchise Agreement shall remain in effect beyond the expiration of its term until a new agreement becomes effective between the parties or until this Franchise Agreement is terminated by either party upon 180 days prior written notice, which notice may precede the expiration date by not more than 180 days.

SECTION 15. Assignment. This Franchise Agreement may be assigned by CPS Energy upon mutual written agreement of the City and CPS Energy.

Passed and Approved on this the _____ day of _____ 20__.

MAYOR: CITY OF LEON VALLEY

ATTEST:

City Secretary

EXHIBIT A

Confidentiality Agreement for an Inter-Governmental Transfer of Information

This Confidentiality Agreement for an Inter-Governmental Transfer (Agreement) is made on this the _____ day of _____, 20____ between the City of San Antonio, Texas, acting by and through the City Public Service Board ("CPS Energy") and the City of Leon Valley("City").

WHEREAS, the City will receive confidential and competitively sensitive information from CPS Energy throughout the term of the City and CPS Energy's franchise agreement ("Information");

WHEREAS, CPS Energy considers the Information excepted from required disclosure under the Texas Public Information Act, Texas Government Code, Chapter 552 ("Act");

WHEREAS, the Texas Attorney General has recognized that governmental entities may share information without violating the confidentiality of the information or waiving exceptions to disclosure; and

WHEREAS, in the spirit of intergovernmental cooperation, CPS Energy is agreeable to sharing the Information with the City, subject to certain commitments by the City.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, CPS Energy and the City agree as follows:

1. CPS Energy will provide the Information to the City without waiving exceptions to disclosure under the Act.
2. CPS Energy, by providing the Information, is not agreeing to provide similar information to the City or to other governmental entities in response to subsequent requests for information and is not waiving its rights to withhold this type of information in the future.
3. Consistent with CPS Energy's assertion of confidentiality of the Information, the City shall (a) maintain the Information in a secure and non-public file; (b) permit access to the Information only to authorized personnel acting within their official capacity and only on a "need-to-know" basis; and (c) otherwise take all reasonable precautions to prevent the dissemination of the Information to any other employee, contractor, agent or other persons.
4. The City shall not provide the Information in response to a request for the information under the Act. The City shall immediately inform CPS Energy if the City receives a request under the Act for the Information so that CPS Energy can take the necessary actions under the Act to prevent disclosure of the Information.

City of Leon Valley, Texas

Title: _____

Printed Name: _____

City of Leon Valley
CPS Energy Franchise Fee Agreement
February 10, 2014

Overview

- On November 7, 2013 the City of San Antonio approved a CPS Energy rate adjustment of 4.25% for all electric and gas customers. As a result of this adjustment, CPS Energy is able to increase franchise fees from 3 to 4% for suburban cities effective February 1, 2014
 - This is an additional 1% for the General Fund

Overview

Continued

- Additionally, on January 15, 2014, CPS Energy offered suburban cities an additional .5% franchise fee effective February 1, 2014. Funding for the additional .5% will come from capital funds previously made available through the now terminated CIED Fund program to fund electric and gas infrastructure projects in suburban cities
- CPS has made it clear that the additional 1.5% franchise fee will be recovered through CPS Energy's base rates for all customers under the current system, not surcharged to individual city customers

Overview

Continued

- If approved the additional 1% will be deposited in the General Fund
 - Annual estimate \$137,939
- The .5% will be deposited in the CIED Fund and used for capital projects
 - Annual estimate \$68,969

Overview

Continued

- In addition to the 4.5% franchise fee already detailed, the proposed agreement has a provision that allows the City of Leon Valley (COLV) to assess an additional 1% City-specific fee
- The additional 1% will be treated by CPS Energy as a City-specific fee and will identify it separately as a surcharge on bills of customers residing within the COLV city limits
- In order to assess the fee, the COLV must approve an ordinance to authorize the fee
- However, at this time we are not considering this provision but leaving it open for future consideration by City Council

Recommendation

- Authorize the City Manager to enter into a twenty (20) year Franchise Fee agreement with CPS Energy for 4.5% of CPS Energy's gross receipts from sale of electricity and gas within the City of Leon

City of Leon Valley
CPS Energy Franchise Fee Agreement
February 10, 2014

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-02-10-17

DATE: FEBRUARY 10, 2014
TO: MAYOR AND CITY COUNCIL
FROM: Manuel Longoria, Jr., City Manager
SUBJECT: Adopting Guidelines for the Coffee with the Mayor and Council Meetings

PURPOSE

In order to ensure the Coffee with the Mayor and City Council regular meeting is held in accordance with the Texas Open Meetings Act while simultaneously affording the citizens of Leon Valley the greatest opportunity to engage in conversation with their City Council Members the City Council of the City of Leon Valley has determined it necessary to adopt guidelines for holding the Coffee with Mayor and City Council meetings.

BACKGROUND

Beginning September 21, 2014, the City Council began hosting a monthly community meeting, entitled "Coffee with the Mayor and Council." The meeting is intended to provide the citizens of the City of Leon Valley an opportunity to bring forward questions or issues of concern in an informal setting.

At the request of Mayor Riley, an item was placed on the January 13, 2014, City Council Meeting agenda regarding the Open Meetings Act and its application to the monthly Coffee with the Mayor and City Council. At this meeting direction was given to the City Attorney to review and draft appropriate guidelines for the conduct of the Coffee with Mayor and Council meetings. City Attorney Charlie Zech drafted the attached resolution and guidelines for consideration and approval.

The attached Guidelines are intended to ensure that the Coffee with the Mayor and Council meetings are held in compliance with the Texas Open Meetings Act, and shall be read by the Mayor after roll call at the meetings.

FISCAL IMPACT

There is no financial impact associated with this proposed action.

RECOMMENDATION

Staff recommends that the City Council adopts these guidelines for holding the regular Coffee

with Mayor and City Council meetings as provided for in the attached Exhibit "A".

This proposed policy is consistent with the Mayor and Council Strategic Goal to strengthen Communications to the Community by providing more opportunities for the members of the community to interact and share their views with the City Council.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

EXHIBIT A- Guidelines for Coffee with Mayor and Council

1. The meeting is intended to provide the citizens of the City of Leon Valley to bring forward questions or issues of concern in an informal setting. The following Guidelines are intended to ensure that the Coffee with the Mayor and Council meetings are held in compliance with the Texas Open Meetings Act.
2. If, prior to the meeting, the Mayor or a Council Member is made aware of a specific issue to be brought up by a citizen or would like to discuss a specific issue then that issue shall be specifically listed on the agenda as an item for discussion.
3. The Mayor shall read the “meeting guidelines” to the public after roll call.
4. Guidelines:
 - a. The meeting shall be called to order at the time designated on the agenda.
 - b. The meeting shall be adjourned at the time designated on the agenda.
 - c. Discussion regarding questions or issues brought up by citizens shall be limited to factual information and existing policies related to the questions or issues.
 - d. Except for deliberation and/or decisions regarding whether to place an issue on the agenda for a subsequent meeting no action may be taken by City Council at the meeting.
 - e. Items brought forward by Citizens which require action by City Council shall be placed on a subsequent agenda for full discussion and action by City Council.
 - f. Should the meeting result in City Council members being dispersed amongst the public then no three City Council members shall be involved in any single discussion.

RESOLUTION NO. # _____

A RESOLUTION ADOPTING LOCAL AGENCY MANAGEMENT PROCEDURES

WHEREAS, the City Council of the City of Leon Valley desires to hold a regular city council meeting, Coffee with the Mayor and City Council, which provides the citizens an opportunity to bring forward issues and questions in an open and less structured environment; and

WHEREAS, the Texas Open Meetings Act places certain restrictions on governmental bodies with regards to notice and discussion of issues not specifically noticed on a governmental bodies agenda; and

WHEREAS, the City Council of the City of Leon Valley desires to conduct all of their meetings in accordance with the laws of the State of Texas while affording the citizens of Leon Valley an opportunity to discuss issues of importance with their city council members; and

WHEREAS, in order to ensure the Coffee with the Mayor and City Council regular meeting is held in accordance with the Texas Open Meetings Act while simultaneously affording the citizens of Leon Valley the greatest opportunity to engage in conversation with their City Council Members the City Council of the City of Leon Valley has determined it necessary to adopt guidelines for holding the Coffee with Mayor and City Council meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS: that the City Council adopts guidelines for holding the regular Coffee with Mayor and City Council meetings as provided for in the attached Exhibit "A".

PASSED and APPROVED on this the ____ day of _____, 2014.

APPROVED:

Chris Riley, Mayor

ATTEST:

Leticia Callanen, City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C # 2014-02-10-18

DATE: February 10, 2014
TO: Mayor and Council
FROM: Randall Wallace, Chief of Police
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Appointing the City Council of Leon Valley as the Board of Directors for the Leon Valley Crime Control and Prevention District

PURPOSE

On July 9, 2013 the City Council of Leon Valley proposed the creation of the Leon Valley Crime Control and Prevention District and appointed a seven member temporary board.

The temporary Crime Control and Prevention District, working with City staff, formulated a two year Crime Control Plan and a two year Budget Plan. On August 20, 2013, these items were presented with input from the public accepted. At that time, the Crime Control Plan and two year Budget Plan was approved by the temporary Board of Directors and were presented to the Leon Valley City Council.

On August 20, 2013, the temporary Board of Directors of the Crime Control and Prevention District ordered an election on the proposition creating the Leon Valley Crime Control and Prevention District and the imposition of a proposed sales and use tax at the rate of one-eighth of one percent and this election was held on November 5, 2013.

The voters of Leon Valley approved the creation of the Leon Valley Crime Control and Prevention District with 436 of the 606 total votes cast received in favor of the proposition. The initial term of the Leon Valley Crime Control and Prevention District is four years.

The estimated sales and use tax collection is \$221,800 with expenditures projected at \$221,800.

Pursuant to Section 363.1015, the City Council, which is the governing body for the City of Leon Valley, may appoint their membership as the Board of Directors for the Leon Valley Crime Control and Prevention District. This action must be done by resolution.

SEE LEON VALLEY

Social – To assist in the tax burden placed upon residents of Leon Valley by having the sales and use tax support some City services.

Economic – Will increase the revenue available to the Police Department and with the re-allocation we will provide better services to our residents without increasing their ad valorem tax.

Environmental – N/A

FISCAL IMPACT

The revenue and expenditures are projected to be \$221,800 each year.

STRATEGIC GOALS

The proposal is specifically listed in the 2013 – 2014 Strategic Goals, (7) “Pursue Revenue Enhancements to Enhance City Operations”

RECOMMENDATION

Appoint the Leon Valley City Council as the governing body of the Board of Directors for the Leon Valley Crime Control and Prevention District.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Leticia Callanen, Interim City Secretary

Leon Valley City Council

Resolution 2014R-02-10-xx

A Resolution appointing the City Council of Leon Valley as the Board of Directors for the Leon Valley Crime Control and Prevention District

WHEREAS, the Leon Valley City Council proposed the creation of the Leon Valley Crime Control and Prevention District and appointed a seven member temporary Board of Directors at its July 9, 2013 meeting; and

WHEREAS, the temporary Board of Directors conducted a public hearing on August 20 2013 on the proposed two-year crime control plan and two year budget plan pursuant to Chapter 363 of the Texas Local Government Code;

WHEREAS, the temporary Board of Directors thereafter adopted a two-year Crime Control Plan and two-year Budget Plan at its August 20, 2013 meeting;

WHEREAS, the temporary Board of Directors submitted the two-year Crime Control Plan and two-year Budget Plan at the August 20, 2013 meeting of the Leon Valley City Council;

WHEREAS, the Leon Valley Crime Control and Prevention District Temporary Board of Directors ordered an election on the creation of the Leon Valley Crime Control and Prevention District and the imposition of a proposed sales and use tax at the rate of one-eighth of one percent which was held in the City of Leon Valley on the November 5, 2013 uniform election date;

WHEREAS, the voters of Leon Valley approved the creation of the Leon Valley Crime Control and Prevention District with 606 total votes cast, of which 436 were received in favor of the proposition; and

WHEREAS, pursuant to Section 363.1015 of the Texas Local Government Code, the Leon Valley City Council may appoint their membership as the Board of Directors for the Leon Valley Crime Control and Prevention District;

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

1.

The City Council, which is the governing body for the City of Leon Valley, hereby appoints its membership as the Board of Directors for the Leon Valley Crime Control and Prevention District.

PRESENTED AND PASSED on this the 10th day of February, 2014, by a vote of _____ ayes and _____ nays at a meeting of the City Council for the City of Leon Valley, Texas.

Chris Riley, Mayor

A TEST:

Leticia Callanen, City Secretary

APPROVED AS TO FORM:

City Attorney

City of Leon Valley

Appointment of the Board of Directors – Leon Valley Crime Control and Prevention District

February 10, 2014

Background

- On July 9, 2013 the City Council of Leon Valley proposed the creation of the Leon Valley Crime Control and Prevention District
- A seven member temporary board was appointed
- On August 20, 2013 the temporary board approved the Crime Control Plan and the two year Budget Plan
- The temporary board ordered an election on the proposition creating the Leon Valley Crime Control and Prevention District and the imposition of a proposed sales and use tax at the rate of one-eighth of one percent

Background

- The voters of Leon Valley approved the creation of the Leon Valley Crime Control and Prevention District on November 5, 2013.
- The proposition received 436 votes in favor out of the 606 total votes cast
- The estimated sales and use tax collection is \$221,800 with expenditures projected at \$221,800

Creation of Board of Directors

- The City Council, which is the governing body of the City of Leon Valley may appoint their membership as the Board of Directors of the Leon Valley Crime Control and Prevention District
- Alternative methods of appointing the Board of Directors is for the City Council to appoint seven persons who reside within the District as members of the Board of Directors or have each Council Member appoint one director, subject to confirmation by the entire City Council

Recommendation

- Appoint the Leon Valley City Council as the Board of Directors for the Leon Valley Crime Control and Prevention District
 - Must be done by Resolution

City of Leon Valley

Leon Valley Crime Control and
Prevention District Meeting

February 10, 2014



Background

- The Leon Valley City Council appointed their membership as the Board of Directors for the Leon Valley Crime Control and Prevention District

Performance Bond

- Prior to assuming the duties of office, each Director must execute a bond, payable to the District, conditioned on the faithful performance of the person's duties as a Director
 - This was completed by City Staff and all Directors have the bond in place

Election of Officers

- The Board of Directors shall elect from among its members a President and Vice President

Election of Officers

- The Board of Directors shall appoint a Secretary
 - Does not need to be a Director

Appointment of Treasurer

- The Finance Director for the City of Leon Valley shall serve as Treasurer for the District
 - Section 363.103 Local Government Code

Officer Terms

- Each Officer of the Board of Directors serves for a one year term

Fiscal Year

- The Board of Directors shall establish the fiscal year for the District
 - Staff recommendation is for Board's fiscal year to coincide with the fiscal year of the City
 - October 1 through September 30
 - May not be changed more than once in a 24 month period

LEON VALLEY CRIME CONTROL AND PREVENTION DISTRICT

MC# 2014-02-10-19

DATE: February 10, 2014
TO: Leon Valley Crime Control and Prevention District Board of Directors
FROM: Randall Wallace, Chief of Police
THROUGH: Manuel Longoria Jr., City Manager
SUBJECT: Election of Officers and Establishment of the Fiscal Year for the District

PURPOSE

Pursuant to Section 363.1015, the City Council, which is the governing body for the City of Leon Valley, appointed their membership as the Board of Directors for the Leon Valley Crime Control and Prevention District.

Before assuming the duties of office, each Director must execute a bond for \$5,000 payable to the District, conditioned on the faithful performance of the person's duties as Director. This action was completed by City Staff and all Directors have the bond in place.

The Board of Directors shall elect from among its members a President and Vice President. The Board of Directors shall also appoint a Secretary, which need not be a Director.

By virtue of Section 363.103 of the Local Government Code, the City of Leon Valley's Financial Director shall serve as Treasurer for the District.

Each Officer of the Board serves for a term of one year.

The Board of Directors for the Leon Valley Crime Control and Prevention District shall also establish the fiscal year for the District. The fiscal year may not be changed more than once in a 24 month period.

SEE LEON VALLEY

Social – To assist in the tax burden placed upon residents of Leon Valley by having the sales and use tax support some City services.

Economic – Will increase the revenue available to the Police Department and with the re-allocation we will provide better services to our residents without increasing their ad valorem tax.

Environmental – N/A

FISCAL IMPACT

The revenue and expenditures are projected to be \$221,800 each year.

STRATEGIC GOALS

The proposal is specifically listed in the 2013 – 2014 Strategic Goals, (7) “Pursue Revenue Enhancements to Enhance City Operations”

RECOMMENDATION

Have an election for the Officers, appoint a Secretary, and approve a fiscal year for the District.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Leticia Callanen, Interim City Secretary

LEON VALLEY CRIME CONTROL AND PREVENTION DISTRICT

DATE: February 10, 2014

SUBJECT: Election of Officers

During the February 10, 2014 meeting of the Leon Valley Crime Control and Prevention District, the Board of Directors held an election from among its members to name a President and Vice President.

The following individuals were elected to these offices

Board President _____

Board Vice President _____

The Board of Directors also appointed the following individual as the Secretary. This individual does not need to be a Director.

Secretary _____

By virtue of Section 363.103 of the Local Government Code the City of Leon Valley Finance Director shall serve as Treasurer.

The fiscal year for the Leon Valley Crime Control and Prevention District shall be from _____ to _____.

ATTEST:

Board President

CITY MANAGER'S REPORT

Monthly Report

Finance

January 2014

Sales Tax Revenue

- ❖ Sales tax revenue of \$154,856 was received from the State Comptroller's office in January. After consideration of the January sales tax payment, year-to-date sales tax revenues are 11.87% higher than this time last year.

Ad Valorem Taxes

- ❖ Ad valorem tax collections of \$952,131 were received from the Tax Assessor/Collector's office in January. Collections for January 2013 were \$1,103,485.

Inventory

- ❖ Started the process of reviewing both fixed and non-fixed assets.

Capital Acquisition Plan

- ❖ The working draft of the fiscal year 2015 Capital Acquisition Plan was delivered to department heads.



**CITY OF LEON VALLEY
FINANCIAL STATEMENT
JANUARY 2014**



General Fund

	FY 2013-2014 BUDGET		FY 2013-2014 Y-T-D ACTUAL		FY 2012-2013 Y-T-D	
<u>REVENUE</u>						
Ad Valorem	\$ 3,237,200	33.3%	\$ 2,254,245	69.6%	\$ 2,163,804	70.1%
Sales Taxes	1,855,346	33.3%	315,117	17.0%	281,196	15.7%
Franchise Taxes	707,181	33.3%	196,957	27.9%	209,305	28.8%
Licenses,Permits,Fees,Fines	1,011,551	33.3%	279,683	27.7%	303,235	29.5%
Miscellaneous	138,390	33.3%	61,520	44.5%	28,258	23.5%
TOTAL REVENUE	\$ 6,949,668	33.3%	\$ 3,107,521	44.7%	\$ 2,985,797	44.2%
<u>EXPENDITURES</u>						
Business Office	\$ 154,139	33.3%	\$ 45,099	29.3%	\$ 52,588	31.6%
Finance	221,690	33.3%	75,249	33.9%	75,579	35.2%
Council & Manager	422,832	33.3%	132,194	31.3%	91,028	29.7%
Police	2,296,157	33.3%	782,169	34.0%	727,532	34.0%
Fire	2,301,695	33.3%	888,136	39.0%	802,139	37.0%
Public Works	1,177,784	33.3%	454,456	38.6%	339,654	30.6%
Community Development	205,275	33.3%	64,117	31.2%	97,130	31.3%
Economic Development	161,088	33.3%	73,001	45.3%	39,719	31.8%
Special Events	13,000	33.3%	1,691	13.0%	6,134	34.9%
Parks & Recreation	213,266	33.3%	41,393	19.4%	25,665	22.9%
Library	287,199	33.3%	87,632	30.5%	92,046	11.0%
Other Sources/Uses	13,000	33.3%	-			
TOTAL EXPENDITURES	\$ 7,467,125	33.3%	\$ 2,645,137	35.5%	\$ 2,349,214	31.1%



Water and Sewer Fund

	FY 2013-2014 BUDGET		FY 2013-2014 Y-T-D ACTUAL		FY 2012-2013 Y-T-D	
<u>REVENUE</u>						
Water Sales	\$ 1,500,000	33.3%	\$ 390,801	26.1%	\$ 386,131	24.3%
Sewer Sales	1,647,000	33.3%	479,950	29.1%	448,839	27.8%
Connection & Platting	2,500	33.3%	225	9.0%	300	12.0%
Customer Fees	43,300	33.3%	16,831	38.9%	17,781	41.1%
Tapping Fees	16,000	33.3%	3,226	20.2%	5,857	36.6%
Miscellaneous	48,800	33.3%	85,878	176.0%	7,206	14.8%
TOTAL REVENUE	\$ 3,257,600	33.3%	\$ 976,911	30.0%	\$ 866,114	26.1%
<u>EXPENDITURES</u>						
Business Office	662,323	33.3%	200,059	30.2%	181,831	28.8%
Water System	1,270,283	33.3%	743,742	58.6%	482,388	41.7%
Sewer System	1,265,754	33.3%	381,911	30.2%	322,379	23.1%
Storm Water	381,581	33.3%	92,464	24.2%	66,568	18.1%
TOTAL EXPENDITURES	\$ 3,579,941	33.3%	\$ 1,418,175	39.6%	\$ 1,053,166	29.7%



Community Center Fund

	FY 2013-2014 BUDGET		FY 2013-2014 Y-T-D ACTUAL		FY 2012-2013 Y-T-D	
REVENUE						
Hotel/Motel Taxes	83,082	33.3%	18,605	22.4%	18,073	23.9%
RENTAL FEES:						
Community Center	48,751	33.3%	10,358	21.3%	13,995	29.4%
Conference Center	34,800	33.3%	6,189	17.8%	10,088	38.2%
Miscellaneous:						
CDBG Grant	-		-		-	
CPS Energy Rebate	-		-		-	
TOTAL REVENUE	\$ 166,633	33.3%	\$ 35,152	21.1%	\$ 42,156	28.1%
TOTAL EXPENDITURES	\$ 173,600	33.3%	\$ 56,908	32.9%	\$ 43,413	30.0%



Street Maintenance Sales Tax

	Actual FY 2012	Actual FY 2013	Budget FY 2014	Actual FY 2014
Revenues	443,738	475,884	457,050	76,984
Transfers In	-	-	-	-
TOTAL REVENUES	443,738	475,884	457,050	76,984
Expenditures	546,311	10,720	955,799	330,747
TOTAL EXPENDITURES	546,311	10,720	955,799	330,747
FUND BALANCE	401,699	866,863	368,114	613,100

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

100-General Fund

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

AD VALOREM TAXES	3,237,200.00	1,311,375.86	0.00	2,254,245.45	0.00	982,954.55	69.64
SALES TAXES	1,855,346.00	162,282.20	0.00	315,116.72	0.00	1,540,229.28	16.98
FRANCHISE FEES	707,181.00	4,026.24	0.00	196,956.89	0.00	510,224.11	27.85
LICENSE, PERMITS, FEES, FINE	1,011,551.00	78,599.61	0.00	279,682.76	0.00	731,868.24	27.65
MISCELLANEOUS	138,390.00	(19,818.66)	0.00	61,519.51	0.00	76,870.49	44.45
TOTAL REVENUE	6,949,668.00	1,536,465.25	0.00	3,107,521.33	0.00	3,842,146.67	44.71
	=====	=====	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

Business Office

PERSONNEL SERVICES	79,009.00	5,152.33	0.00	19,858.76	0.00	59,150.24	25.13
SUPPLIES	8,230.00	115.89	0.00	3,535.23	124.84	4,569.93	44.47
CONTRACTUAL SERVICES	66,900.00	10,454.60	0.00	21,580.61	0.00	45,319.39	32.26
TOTAL Business Office	154,139.00	15,722.82	0.00	44,974.60	124.84	109,039.56	29.26

Finance

PERSONNEL SERVICES	133,468.00	14,345.49	0.00	48,061.62	0.00	85,406.38	36.01
SUPPLIES	6,800.00	1,704.02	0.00	2,483.59	843.20	3,473.21	48.92
CONTRACTUAL SERVICES	71,422.00	2,298.98	0.00	23,860.29	0.00	47,561.71	33.41
CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
TOTAL Finance	221,690.00	18,348.49	0.00	74,405.50	843.20	146,441.30	33.94

City Manager & Council

PERSONNEL SERVICES	207,644.00	19,139.71	0.00	61,464.05	0.00	146,179.95	29.60
SUPPLIES	18,640.00	579.39	0.00	1,750.38	321.54	16,568.08	11.12
CONTRACTUAL SERVICES	196,548.00	16,972.17	0.00	67,930.60	727.40	127,890.00	34.93
TOTAL City Manager & Council	422,832.00	36,691.27	0.00	131,145.03	1,048.94	290,638.03	31.26

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Police Administration							

PERSONNEL SERVICES	319,979.00	32,739.53	0.00	109,852.53	0.00	210,126.47	34.33
SUPPLIES	6,500.00	320.21	0.00	2,000.30	221.09	4,278.61	34.18
CONTRACTUAL SERVICES	56,971.00	5,813.90	0.00	19,063.16	0.00	37,907.84	33.46
TOTAL Police Administration	383,450.00	38,873.64	0.00	130,915.99	221.09	252,312.92	34.20
Police Crime Prevention							

TOTAL Police Crime Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Patrol							

PERSONNEL SERVICES	1,145,721.00	116,367.43	0.00	403,770.66	357.50	741,592.84	35.27
SUPPLIES	83,400.00	4,544.04	0.00	20,507.96	1,567.89	61,324.15	26.47
CONTRACTUAL SERVICES	9,700.00	141.58	0.00	874.35	45.00	8,780.65	9.48
TOTAL Police Patrol	1,238,821.00	121,053.05	0.00	425,152.97	1,970.39	811,697.64	34.48
Police Communications							

PERSONNEL SERVICES	276,193.00	24,321.15	0.00	79,734.33	0.00	196,458.67	28.87
SUPPLIES	2,200.00	545.66	0.00	665.26	0.00	1,534.74	30.24
CONTRACTUAL SERVICES	2,900.00	192.50	0.00	301.45	0.00	2,598.55	10.39
TOTAL Police Communications	281,293.00	25,059.31	0.00	80,701.04	0.00	200,591.96	28.69
Police Investigations							

PERSONNEL SERVICES	308,883.00	36,404.82	0.00	113,267.43	133.50	195,482.07	36.71
SUPPLIES	2,600.00	49.95	0.00	222.15	29.16	2,348.69	9.67
CONTRACTUAL SERVICES	5,500.00	50.90	0.00	682.70	0.00	4,817.30	12.41
TOTAL Police Investigations	316,983.00	36,505.67	0.00	114,172.28	162.66	202,648.06	36.07
Police Narcotics TF							

PERSONNEL SERVICES	75,474.00	8,582.63	0.00	28,837.62	0.00	46,636.38	38.21
CONTRACTUAL SERVICES	136.00	13.00	0.00	35.25	0.00	100.75	25.92
TOTAL Police Narcotics TF	75,610.00	8,595.63	0.00	28,872.87	0.00	46,737.13	38.19

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

100-General Fund

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Police Reserves							

TOTAL Police Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Administration							

PERSONNEL SERVICES	216,827.00	21,282.25	0.00	70,451.86	0.00	146,375.14	32.49
SUPPLIES	4,914.00	651.71	0.00	2,340.17	424.67	2,149.16	56.26
CONTRACTUAL SERVICES	35,346.00	3,672.34	0.00	11,164.87	0.00	24,181.13	31.59
TOTAL Fire Administration	257,087.00	25,606.30	0.00	83,956.90	424.67	172,705.43	32.82
Fire Reserves							

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

PERSONNEL SERVICES	1,643,875.00	170,620.50	0.00	557,906.03	0.00	1,085,968.97	33.94
SUPPLIES	31,237.00	2,753.57	0.00	8,236.82	740.73	22,259.45	28.74
CONTRACTUAL SERVICES	70,830.00	15,351.95	0.00	31,695.61	1,964.27	37,170.12	47.52
CAPITAL OUTLAY	190,480.00	0.00	0.00	0.00	168,505.00	21,975.00	88.46
TOTAL Fire Operations	1,936,422.00	188,726.02	0.00	597,838.46	171,210.00	1,167,373.54	39.71
Fire Prevention							

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

SUPPLIES	39,610.00	1,099.54	0.00	4,451.30	2,493.10	32,665.60	17.53
CONTRACTUAL SERVICES	68,576.00	10,260.45	0.00	27,761.68	0.00	40,814.32	40.48
TOTAL Fire EMS	108,186.00	11,359.99	0.00	32,212.98	2,493.10	73,479.92	32.08
Public Works M&O							

PERSONNEL SERVICES	671,134.00	66,151.29	0.00	246,268.51	0.00	424,865.49	36.69
SUPPLIES	147,000.00	8,613.18	0.00	40,121.46	297.77	106,580.77	27.50
CONTRACTUAL SERVICES	229,650.00	20,119.51	0.00	67,856.42	0.00	161,793.58	29.55
CAPITAL OUTLAY	130,000.00	90,577.00	0.00	99,911.39	0.00	30,088.61	76.85
TOTAL Public Works M&O	1,177,784.00	185,460.98	0.00	454,157.78	297.77	723,328.45	38.59

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

100-General Fund

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Public Works Construction							

TOTAL Public Works Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Development							

PERSONNEL SERVICES	105,249.00	10,202.24	0.00	35,340.99	0.00	69,908.01	33.58
SUPPLIES	5,400.00	123.40	0.00	636.28	164.74	4,598.98	14.83
CONTRACTUAL SERVICES	94,626.00	3,910.40	0.00	26,960.14	1,014.40	66,651.46	29.56
TOTAL Community Development	205,275.00	14,236.04	0.00	62,937.41	1,179.14	141,158.45	31.23
Economic Development							

PERSONNEL SERVICES	119,916.00	12,933.99	0.00	40,841.19	0.00	79,074.81	34.06
SUPPLIES	2,720.00	96.61	0.00	400.59	68.64	2,250.77	17.25
CONTRACTUAL SERVICES	14,403.00	276.31	0.00	6,690.68	228.77	7,483.55	48.04
CAPITAL OUTLAY	24,049.00	0.00	0.00	24,771.17	0.00	722.17	103.00
TOTAL Economic Development	161,088.00	13,306.91	0.00	72,703.63	297.41	88,086.96	45.32
Special Events							

SUPPLIES	13,000.00	254.49	0.00	1,690.80	0.00	11,309.20	13.01
TOTAL Special Events	13,000.00	254.49	0.00	1,690.80	0.00	11,309.20	13.01
Parks & Recreation							

PERSONNEL SERVICES	83,766.00	9,209.24	0.00	29,649.82	0.00	54,116.18	35.40
SUPPLIES	15,000.00	171.01	0.00	175.20	0.00	14,824.80	1.17
CONTRACTUAL SERVICES	14,500.00	2,437.74	0.00	7,144.04	0.00	7,355.96	49.27
CAPITAL OUTLAY	100,000.00	0.00	0.00	4,424.36	0.00	95,575.64	4.42
TOTAL Parks & Recreation	213,266.00	11,817.99	0.00	41,393.42	0.00	171,872.58	19.41
Library							

PERSONNEL SERVICES	204,591.00	19,064.72	0.00	63,454.24	0.00	141,136.76	31.02
SUPPLIES	23,675.00	475.07	0.00	1,180.14	13.85	22,481.01	5.04
CONTRACTUAL SERVICES	38,933.00	3,054.54	0.00	13,344.60	668.89	24,919.51	35.99
CAPITAL OUTLAY	20,000.00	3,758.38	0.00	8,970.36	0.00	11,029.64	44.85
TOTAL Library	287,199.00	26,352.71	0.00	86,949.34	682.74	199,566.92	30.51
*** TOTAL EXPENDITURES ***							
=====	7,454,125.00	777,971.31	0.00	2,464,181.00	180,955.95	4,808,988.05	35.49
** REVENUE OVER (UNDER) EXPENDITURES *(
=====	504,457.00)	758,493.94	0.00	643,340.33	180,955.95	966,841.38)	191.66
=====							

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

100-General Fund

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
OTHER FINANCING SOURCES (USES)							
=====							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
=====							
NET GAIN OR (LOSS)	(504,457.00)	758,493.94	0.00	643,340.33	(180,955.95)	966,841.38	
=====							

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

200-Water & Sewer

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

MISCELLANEOUS	48,800.00	52,400.00	0.00	85,877.84	0.00	(37,077.84)	175.98
WATER SALES	1,500,000.00	108,324.20	0.00	390,800.56	0.00	1,109,199.44	26.05
SEWER SALES	1,647,000.00	145,475.73	0.00	479,950.00	0.00	1,167,050.00	29.14
CONNECTION & PLATTING	2,500.00	0.00	0.00	225.00	0.00	2,275.00	9.00
CUSTOMER FEES	43,300.00	4,576.20	0.00	16,831.37	0.00	26,468.63	38.87
TAPPING FEES	16,000.00	0.00	0.00	3,226.18	0.00	12,773.82	20.16
TOTAL REVENUE	3,257,600.00	310,776.13	0.00	976,910.95	0.00	2,280,689.05	29.99
	=====	=====	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

Business Office

PERSONNEL SERVICES	540,221.00	56,463.42	0.00	172,259.38	0.00	367,961.62	31.89
SUPPLIES	33,750.00	0.00	0.00	3,815.58	54.79	29,879.63	11.47
CONTRACTUAL SERVICES	88,352.00	10,429.44	0.00	23,929.02	0.00	64,422.98	27.08
TOTAL Business Office	662,323.00	66,892.86	0.00	200,003.98	54.79	462,264.23	30.21

Water System

PERSONNEL SERVICES	331,189.00	35,885.15	0.00	123,764.22	0.00	207,424.78	37.37
SUPPLIES	82,500.00	6,395.82	0.00	26,738.19	10,263.67	45,498.14	44.85
CONTRACTUAL SERVICES	476,594.00	204,509.48	0.00	237,645.41	0.00	238,948.59	49.86
CAPITAL OUTLAY	380,000.00	248,391.86	0.00	345,330.36	0.00	34,669.64	90.88
TOTAL Water System	1,270,283.00	495,182.31	0.00	733,478.18	10,263.67	526,541.15	58.55

Sewer System

PERSONNEL SERVICES	127,604.00	11,035.87	0.00	50,762.16	0.00	76,841.84	39.78
SUPPLIES	4,751.00	24.31	0.00	24.31	0.00	4,726.69	0.51
CONTRACTUAL SERVICES	1,133,399.00	108,649.48	0.00	331,124.63	0.00	802,274.37	29.22
TOTAL Sewer System	1,265,754.00	119,709.66	0.00	381,911.10	0.00	883,842.90	30.17

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Construction							

TOTAL Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Storm Water							

PERSONNEL SERVICES	198,081.00	14,535.38	0.00	49,246.19	0.00	148,834.81	24.86
SUPPLIES	18,500.00	1,141.38	0.00	1,214.38	0.00	17,285.62	6.56
CONTRACTUAL SERVICES	165,000.00	10,040.31	0.00	26,044.06	0.00	138,955.94	15.78
CAPITAL OUTLAY	0.00	15,959.03	0.00	15,959.03	0.00	15,959.03	0.00
TOTAL Storm Water	381,581.00	41,676.10	0.00	92,463.66	0.00	289,117.34	24.23
*** TOTAL EXPENDITURES ***	3,579,941.00	723,460.93	0.00	1,407,856.92	10,318.46	2,161,765.62	39.61
=====							
** REVENUE OVER (UNDER) EXPENDITURES *	(322,341.00	(412,684.80	0.00	(430,945.97	(10,318.46)	118,923.43	36.89-
=====							
OTHER FINANCING SOURCES (USES)							
=====							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00

NET GAIN OR (LOSS)	(322,341.00	(412,684.80	0.00	(430,945.97	(10,318.46)	118,923.43	
=====							

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JANUARY 31ST, 2014

710-Community Center

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

TAXES	83,082.00	10,714.96	0.00	18,604.93	0.00	64,477.07	22.39
FEES	83,551.00	2,186.00	0.00	16,547.00	0.00	67,004.00	19.80
TOTAL REVENUE	166,633.00	12,900.96	0.00	35,151.93	0.00	131,481.07	21.10
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Community Center Operations							
PERSONNEL SERVICES	86,670.00	8,944.29	0.00	30,011.30	0.00	56,658.70	34.63
SUPPLIES	10,400.00	357.33	0.00	1,981.07	0.00	8,418.93	19.05
CONTRACTUAL SERVICES	66,530.00	6,871.16	0.00	24,916.11	149.17	41,464.72	37.68
CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00
TOTAL Community Center Operations	173,600.00	16,172.78	0.00	56,908.48	149.17	116,542.35	32.87
Visitor Services							
TOTAL Visitor Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***							
	173,600.00	16,172.78	0.00	56,908.48	149.17	116,542.35	32.87
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *	(6,967.00)	(3,271.82)	0.00	(21,756.55)	(149.17)	14,938.72	214.42-
	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET GAIN OR (LOSS)							
	(6,967.00)	(3,271.82)	0.00	(21,756.55)	(149.17)	14,938.72	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT November 2013

Overall Responses:

The Fire Department responded to 135 incidents in November (2012 – 145 incidents). There was a total estimated fire loss of \$25,000, including two vehicle fires. The dollar loss does not reflect fires in Helotes or Balcones Heights.

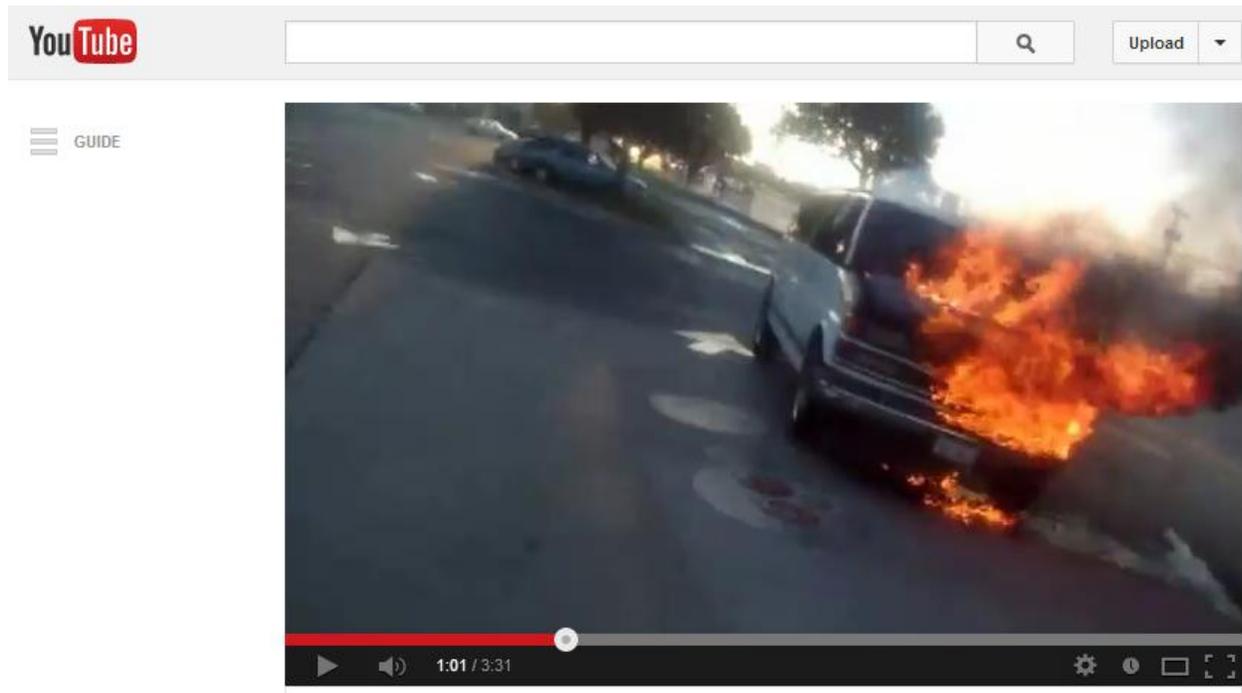
Fires:

The Fire Department responded to the City of Helotes to assist with a structure fire at Tejas Barbacoa at 12932 Bandera Rd. Firefighters assisted for several hours and returned to Leon Valley without incident.

A-shift responded to a vehicle fire in the parking lot of the HEB gas station. Citizens are able to ride along and get a front seat view of Leon Valley emergency response. In this video, viewers can watch and listen in, as Captain Blake Wade directs the team. First, performing a 360 view of the scene....while Firefighter Dan Cano deploys the nozzle.

**The vehicle is parked directly on top of the fuel storage tanks at the HEB gas station.*

<http://www.youtube.com/watch?v=VoIndstxCoE>



The Fire Department responded to the City of Balcones Heights for an apartment fire on Thanksgiving Day. Firefighters assisted for several hours and returned to Leon Valley without incident.

EMS Responses:

EMS responded to a total of 80 incidents (2012 - 88). 64 patients were transported to local hospitals by Leon Valley EMS. Twenty-eight EMS support responses were made.

Other Responses:

Fire Crews responded to another car fire, 15 false alarms, and 7 service calls.

Fire Prevention/Education:

Ninety-four (94) fire inspections were completed, which includes 11 Certificate of Occupancy inspections. No permits were issued for the month. Fiscal year-to-date fire permit fees received total \$2,812.50. A total of \$3,177.50 was collected in fiscal year 2012.

Certificate of Occupancy Finals

Address	Name	Type
6521 Bandera	Salon by A&E	Hair Salon
5250 Evers	Floor Covering Unlimited	Flooring retail/contractor
5504 Bandera #510	Enviro Master	Bathroom Supply Distribution
5504 Bandera #508	Emphasis Floral Supply	Storage and Distribution
5415 Bandera #512	H&S Champs Medical Supply	Storage and Distribution
7088 Bandera	Gamelot	Arcade, gaming center
6812 Bandera	KS Fashion Jewelry	Fashion jewelry store
6630 NW Loop 410	Tint World	Tint shop
5504 Bandera 206	D&K Distributing	Auto Parts Distribution
6541 Bandera	Texas Pride Insurance	Insurance Agent
5504 Bandera 617	Pipeline Plumbing	Contractor
Total		11

Personnel & Training News:

Move to the Cloud! Strategic Goal #6 (a) Provide efficient use of City resources:

Firefighters are able to now focus on more efficient time management in order to improve service delivery by moving its operating system to *Firehouse Cloud*, an internet based management system designed for fire departments.



Firefighters will be able to now input and track emergency calls; vehicle maintenance, equipment testing (hydrants, hose, etc...) building inspections, training, and much more all on one shared system that can be operated from anywhere!

Mutual Aid training with Castle Hills Fire Department:

This week began a new training program that includes working with the City of Castle Hills. At the beginning of each shift, for a few hours, a Firefighter is selected to visit and train with Castle Hills FD, and then reports back to our team. This works to improve communication with our mutual aide resources, and is consistent with the department's goal of improving the City's ISO score.

Leon Valley attends emergency management training with FBI:

Assistant Fire Chief Lawson attended a training exercise alongside the FBI, San Antonio Fire and Police Department, and other surrounding agencies. The training included a table top exercise simulating a mass casualty incident, and under the direction of the FBI.

EMS committee travels to Houston:

Leon Valley Paramedics continue to work through the process of our new Ambulance purchase. Our team toured the Frasier Ambulance Company headquarters in Houston and was able to run through a specification and demonstration of design. The team was also able to view the new San Antonio and New Braunfels ambulances before they are delivered.



Building partnership with San Antonio Regional Fire Academy:

Leon Valley Firefighters attended the San Antonio College Regional Fire Academy live-burn demonstration. The demonstration included approximately 200 guest and was an excellent opportunity for beginning a partnership with the Academy.



Strategic Goal #5 (a) -Tellez Tamales Throw-down!:

The Fire Department continues to work towards developing a pro-business philosophy and practices by supporting the *Tamale Throw-down* eating competition at Tellez Tamales on Saturday, November 9th. Firefighter Gabriel Nerio represented well, and was grateful for the invitation. Although he finished last, Firefighter Nerio was happy to help our local business during their event, and also help raise money for the San Antonio Food Bank.



Leon Valley hosts Soldiers from Lackland AFB for Thanksgiving:

Leon Valley Firefighters welcomed two visiting soldiers from Saudi Arabia for Thanksgiving. Nasser and Bader spent the day at the Firehouse, shared a meal with Firefighters and Police Officers, and seemed excited and appreciated the opportunity to spend the day with us and learn about Thanksgivingespecially FOOTBALL.



FIRE PREVENTION ACTIVITIES

INSPECTIONS	NOV 2013	NOV 2012	TOTAL 2013	CYTD 2012	TOTAL 2012
COMMERCIAL BUSINESS	32	54	413	538	644
INDUSTRIAL	0	1	2	9	13
PUBLIC BUILDINGS	3	4	38	39	41
APARTMENTS/HOTEL	4	3	31	38	47
INSTITUTIONAL	2	2	26	36	55
SCHOOLS	0	2	22	21	-
RESIDENTIAL CONTACT	20	2	119	25	27
COMPANY IN-SERVICE	20	9	189	240	322
NEW CONSTRUCTION	2	4	25	51	55
CERTIFICATES OF OCCUPANCY	11	8	129	112	132
TOTAL INSPECTIONS	94	89	966	1109	1336

OTHER ACTIVITY	NOV 2013	NOV 2012	TOTAL 2013	CYTD 2012	TOTAL 2012
SUPERVISED FIRE DRILLS	1	1	5	9	8
LECTURES/DEMOS NUMBER ATTENDED	5 60	3 240	39 2255	27 2120	37 3195
PLAN REVIEWS	1	0	28	16	49
CITATIONS ISSUED	0	0	0	0	3
WARNINGS ISSUED	0	0	3	2	12
COMPLAINTS INVESTIGATED	0	0	8	3	18
PERMITS ISSUED	0	2	16	19	24
PERMIT FEES RECEIVED	\$0	275	\$2,812.50	2762.50	\$3177.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	NOV 2013	NOV 2012	TOTAL 2013	CYTD 2012	Total 2012
STRUCTURE RESIDENTIAL	0	1	6	6	8
STRUCTURE COMMERCIAL RESIDENTIAL	1	0	5	1	2
STRUCTURE COMMERCIAL	0	0	2	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	1	1	1	1
VEHICLE FIRE	2	2	8	6	6
OUTSIDE RUBBISH FIRE	0	0	10	7	8
SPECIAL OUTSIDE FIRE	0	0	3	2	2
NATURAL VEGETATION FIRE	0	0	2	2	2
FIRE, OTHER	0	0	10	0	0
FALSE ALARM	15	11	136	130	0
INVESTIGATION OR SPECIAL INCIDENT	0	0	2	0	141
SERVICE CALL	7	0	54	77	81
EMS	80	88	1064	961	1058
EMS ASSIST	28	29	294	320	356
HAZARDOUS CONDITION	0	3	21	57	61
RESCUE	0	3	12	14	14
MUTUAL AID	2	1	19	12	12
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	0	6	48	62	66
SEVERE WEATHER OR NATURAL DISASTER	0	0	1	2	2
TOTAL	135	145	1696	1660	1821



Luis Valdez, Fire Chief

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT December 2013

Overall Responses:

The Fire Department responded to 161 incidents in December (2012 – 161 incidents). There is minimal dollar loss to report, an estimated (\$2,000).

Fires:

Firefighters responded to 6300 Rue Marielynn, Sierra Royale apartments for a small fire. The damage was limited to the heating unit, and no injuries were reported.

EMS Responses:

EMS responded to a total of 95 incidents (2012 - 97). 80 patients were transported to local hospitals by Leon Valley EMS. Forty-eight EMS support responses were made.

Other Responses:

Firefighters assisted in the rescue of 3 occupants trapped in a stalled elevator at the Villas of Leon Valley apartments on December 19th.

Fire Crews responded to 5 Good Intent calls, 2 Hazardous Conditions, 7 false alarms, and 4 service calls.

Fire Prevention/Education:

Ninety-nine (99) fire inspections were completed, which includes 5 Certificate of Occupancy inspections. No permits were issued for the month. Fiscal year-to-date fire permit fees received total \$2,812.50. A total of \$3,177.50 was collected in fiscal year 2012.

Certificate of Occupancy Finals

Address	Name	Type
7120 Bandera	The Busted Knuckle	Auto repair shop
5504 Bandera 308	VIPER Boxing Club	Boxing Club
5770 Evers	Guitar Glory	Guitar school
7364 Reindeer Trail	Yost Storage	Storage Warehouse
7434 Reindeer Trail	CR Mechanical	Mechanical Contractor
Total		5

Personnel & Training News:

Rapid Intervention Training:

Lt. Jim Garcia led a class that focused on Firefighter rescue. The exercise works to improve teamwork, and communication.



Leon Valley Fire Department presents in Boerne at Wildland Workshop:

As the only *Firewise Community* in the region, the Fire Department was invited to present at this year's regional urban-wildland workshop, hosted by the Boerne Fire Department. The presentation went very well, and included plenty of positive remarks from area Chiefs and Firefighters.

"Don't forget, you have an excellent resource here locally in Leon Valley, make sure to give them a call, they are excellent to work with".

– Closing remarks by
Bruce Woods, Director of Texas
A&M Forest Service

Welcome aboard our newest Firefighter!:

24 year-old Firefighter/Paramedic Matt Sudell comes to us from the Odessa Texas Fire Department. Matt is originally from Pleasanton, Texas.

Matt SET the course record on the physical agility test; had an excellent background and references, and scored extremely well in the interview. Matt has been assigned to



C-shift with Captain Clapper.

Leon Valley Senior Citizen Luncheon:

The Fire Department attended the Senior Citizen Christmas Luncheon, and took the opportunity to speak to residents about holiday safety, and the “File of Life” program, where citizens can provide necessary medical information in case of emergencies. *100 File of Life packets* were handed out, and Paramedics were offering assistance filling out the forms if needed.

A form titled "FILE OF LIFE" with a red header. Below the header, it says "KEEP INFORMATION UP TO DATE !! Review At Least Every Six Months ! MEDICAL DATA REVIEWED AS OF MO. YR." followed by lines for Name, Address, Doctor, and Phone #. There is also a section titled "EMERGENCY CONTACTS" with lines for Name, Address, and Phone #.

Chief Valdez as guest speaker at the San Antonio College Regional Fire Academy:

Returning after 20 years since graduating from the Academy, Chief Valdez accepted the invitation to speak to 65 graduating Cadets, and a crowd estimated at 300 people that included families and fire service professionals from surrounding departments. The speech was well received....and we believe a good reflection on the City of Leon Valley.



Strategic Goal #6a – IPAD + Firehouse Cloud = paperless and efficiency!:

The Fire Department continues to work towards a paperless process to focus on more efficient time management in order to improve service delivery.

Fire Inspections will now be done on an iPad in the field, all records stored on the “cloud”, and accessed electronically. This makes for a better record-keeping process, and eliminates the need for file cabinets.



Summary of Fill-the-Boot campaign for MDA!:

After each shift had an opportunity to “work” a 2-hour period as a department, we raised a total of \$4,079.87!

The Fire Department continues to strive for excellence in community service.

Leon Valley recognized for participation in the AACOG Walk and Roll Challenge:

On December 16th, our team’s “Challenge Officer”, Firefighter Gabriel Nerio “Nemo”, accepted the award on behalf of the City of Leon Valley. Firefighter “Nemo” stated that he was happy for the opportunity to be the Challenge Officer for this exciting program, and looks forward to improving next year.



Strategic Goal #3b and #5a –Teamwork with food drive!:

Leon Valley businesses and residents through social media net **1,117 lbs of food** for South Texas families! Food Bank representative, Mrs. Callie Scheben stated that this will feed 873 families during the holidays!

Fire Department ends the year with 1867 calls:

That’s an increase of 43 from CY2012.

FIRE PREVENTION ACTIVITIES

INSPECTIONS	DEC 2013	DEC 2012	TOTAL 2013	CYTD 2012	TOTAL 2012
COMMERCIAL BUSINESS	26	58	439	596	644
INDUSTRIAL	0	1	2	10	13
PUBLIC BUILDINGS	2	3	40	42	41
APARTMENTS/HOTEL	1	4	32	42	47
INSTITUTIONAL	0	4	26	40	55
SCHOOLS	0	3	22	24	-
RESIDENTIAL CONTACT	10	5	129	30	27
COMPANY IN-SERVICE	21	22	210	262	322
NEW CONSTRUCTION	1	5	26	56	55
CERTIFICATES OF OCCUPANCY	5	11	129	123	132
TOTAL INSPECTIONS	99	116	1065	1225	1336

OTHER ACTIVITY	DEC 2013	DEC 2012	TOTAL 2013	CYTD 2012	TOTAL 2012
SUPERVISED FIRE DRILLS	1	0	5	9	8
LECTURES/DEMOS NUMBER ATTENDED	3 45	0 0	42 2300	27 2120	37 3195
PLAN REVIEWS	2	3	30	16	49
CITATIONS ISSUED	0	0	0	0	3
WARNINGS ISSUED	0	0	3	2	12
COMPLAINTS INVESTIGATED	1	0	9	3	18
PERMITS ISSUED	0	1	16	19	24
PERMIT FEES RECEIVED	\$0	150.00	\$2,812.50	2762.50	\$3177.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	DEC 2013	DEC 2012	TOTAL 2013	CYTD 2012	Total 2012
STRUCTURE RESIDENTIAL	1	2	7	8	8
STRUCTURE COMMERCIAL RESIDENTIAL	0	1	5	2	2
STRUCTURE COMMERCIAL	0	0	2	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	0	1	1	1
VEHICLE FIRE	0	0	8	6	6
OUTSIDE RUBBISH FIRE	1	1	11	8	8
SPECIAL OUTSIDE FIRE	0	0	3	2	2
NATURAL VEGETATION FIRE	0	0	2	2	2
FIRE, OTHER	0	0	10	0	0
FALSE ALARM	7	11	143	141	0
INVESTIGATION OR SPECIAL INCIDENT	0	1	2	1	141
SERVICE CALL	4	4	58	81	81
EMS	95	97	1159	1058	1058
EMS ASSIST	48	36	242	356	356
HAZARDOUS CONDITION	2	4	23	61	61
RESCUE	2	0	14	14	14
MUTUAL AID	0	0	19	12	12
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0	0
GOOD INTENT CALL	5	4	53	66	66
SEVERE WEATHER OR NATURAL DISASTER	0	0	1	2	2
TOTAL	161	161	1867	1821	1821



Luis Valdez, Fire Chief



Leon Valley Police Department Monthly Report December 2013

Calls for Service

	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Calls for Service	825	9,228	727	9,288	813	9,602
Index Crimes	75	928	64	866	72	893
Non-Index Crimes	750	8,474	791	8,553	741	8,709

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

	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Suspicious Vehicle	61	677	58	693	57	852
Assist the Public/Other Agency	98	847	57	832	53	709
Disturbance	57	730	69	868	73	787
Violation of City Ordinance	10	148	12	161	15	236
Traffic Offenses	27	393	14	314	17	271
Burglar Alarm	97	1,154	112	1,167	94	1,235
Accidents	56	593	62	660	71	720
Criminal Mischief	26	273	10	200	24	250
Other	213	2,100	176	2,002	169	1,913
N-Code 10*	10	139	4	92	6	106
N-Code 14**	18	361	54	391	34	390
N-Codes	77	972	99	1,109	128	1,240

* 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



Leon Valley Police Department Monthly Report

Index Crimes

	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Burglary	10	140	10	112	2	93
Burglary – Motor Vehicle	21	228	10	185	24	143
Assault	6	88	6	92	6	79
Homicide	0	0	0	0	0	0
Rape	0	4	0	2	0	4
Theft	31	403	31	406	36	499
Theft of Service	5	27	7	36	0	12
Vehicle Theft	2	28	0	20	2	26
Robbery	0	10	0	10	2	12

Citations

	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Citations Issued	877	9,568	329	6,871	316	4,676

Citations by Selected Categories	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Expired License Plates	99	1,191	22	76	24	379
Expired Inspection Certificate	138	1,738	36	1,149	58	751
No/Expired/Invalid DL	72	761	29	594	40	395
No Insurance	158	1,732	75	1,309	52	818
Ran Red Light	15	176	11	129	15	1212
Ran Stop Sign	82	524	5	390	4	138
Speeding	49	823	24	488	30	329

Hazardous vs. Non-Hazardous	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Hazardous	146	1,523	40	1,017	49	588
Non-Hazardous	731	8,025	289	5,854	267	4,088

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	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Felony Offense	13	88	4	56	4	50
Misdemeanor Offense	78	802	43	614	31	465
Warrants	25	128	11	135	1	75

Investigations

	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Assigned	120	1,558	122	1,413	172	1,744
Arrest/Charges Filed at Large	27	326	30	354	24	339
Suspended	76	1,016	46	910	139	309
Closed by Exception	13	191	11	166	37	797

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	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Total	894	11,341	1,040	12,688	549	11,704
Business	56	807	54	669	39	741
Residential	33	468	32	410	37	572
Coin	4	92	3	68	3	60
Cellular	637	8,831	812	9,367	467	8,629
Voice over Internet Protocol	22	426	27	372	1	798
Unknown/Abandoned	142	649	112	1800	2	38



Leon Valley Police Department Monthly Report

Community Resource Officer

	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Violations of City Ordinance	11	549	10	293	2	227

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.

	Dec 2011	YTD 2011	Dec 2012	YTD 2012	Dec 2013	YTD 2013
Hours	220	4,191	147	2,598	111	1,625
Calls for Service Handled	37	857	40	724	25	408
Citations	29	512	9	286	8	93

Code Enforcement

The Code Enforcement and Animal Control Officers completed a total of 60 inspections in December for a total of 2,591 for 2013.

City of Leon Valley 2012 Bond Program Oversight Committee Meeting December 19, 2013

Chairman Pedro Esquivel called the 2012 Bond Program Oversight Committee Meeting to order at 5:34 pm. Committee members Al Uvietta, Frank Zavala, John Cervantes, and Mike Davis Jr were present. Kathy Hill and Olen Yarnell were absent.

Councilman Jack Dean, City Manager Manuel Longoria Jr., Fire Chief Luiz Valdez, Police Chief Wallace, and Special Projects Manager/Public Works Director Melinda Smith were also present. Councilman Abraham Diaz was absent.

A quorum was present.

Approval of Minutes

Chairman Esquivel asked for approval of the minutes from the October 30, 2013 meeting. Committee Member Frank Zavala had a question about a typo and this was addressed. Committee Member Zavala made a motion to approve the minutes and Committee Member Uvietta seconded the motion.

Chairman Esquivel asked for a vote and this motion passed unanimously.

Project Update

Chairman Esquivel introduced the City Manager who gave status reports on the following items.

Status of Lots from Bexar County

The City Manager advised that the City was advised that the Bexar County Commissioners Court was going to address the sale of the five lots to Leon Valley. This did not happen and the City was advised the item was going to be placed on the agenda during one of the December meetings. The item has not appeared on the agenda and upon checking, both by staff and by our Attorney's, it was determined that the project is stuck in the District Attorney's office. Upon further checking the City Manager was advised that there appeared to be no issues, they just cannot get it through the system.

The City Manager told the Committee that in the past few weeks' staff has not been able to ascertain what was going on due to Bexar County personnel who were involved in the process being out sick. The City Manager stated that he has since instructed our City Attorney to start the process to condemn the property.

The process has outlined by the Manager starts with our Attorney sending Bexar County the final offer for the properties. This letter will be mailed on December 20, 2013. The City must wait 14 days for any action by Bexar County and if there has been none, the City will file a lawsuit on the 15th day. This item must be addressed by a District Court within one month and because there is a public need, the Court will award the property to Leon Valley. With this judgment the City of Leon Valley will then be able to get a deed to the property.

Chairman Esquivel questioned if the process to condemn should not have been done earlier due to the County not willing to work with the City of Leon Valley. The City Manager advised that during the negotiations phase of this deal, everything has been friendly. The only issue seems to be getting the documents from the District Attorney's office and placed on the agenda for Commissioners Court. The City Manager advised that all the key personnel with Bexar County

City of Leon Valley 2012 Bond Program Oversight Committee Meeting December 19, 2013

have agreed to the process and have advised they are just waiting for the item to be placed on the Commissioner's Court agenda.

The Chairman asked if this process would give the City a definite time frame for the process and the City Manager advised that the condemnation process does have specific time frames.

The Chairman then questioned if the letter would actually be sent on December 20th or would the person from our Attorney's office be sick. The City Manager assured the Chairman and the Committee that the letter would be mailed on December 20, 2013 and this would then start the clock ticking.

Committee Member Uvietta asked if talking with a County Commissioner would help with the process and the City Manager advised that everything is ready, the contract has been signed by him, and that the check for the earnest money is already available. The City Manager advised the Commissioners would not be able to assist.

Committee Member Zavala asked if this delay was going to cause the price to increase. The City Manager advised the price has been identified and agreed to with County employees and the City is ready to pay this amount. The City Manager further stated that once condemnation is started, the County cannot back out.

Committee Member Davis Jr. said that one government agency suing another government agency is no good and that how can we be certain the process will go the way our Attorney say's. Committee Member Davis Jr. asked if the County could call their use of the land as being for public use just like the City of Leon Valley can. The City Manager advised that the law was very specific. The City Manager also advised that this was not like a traditional lawsuit but a condemnation suit.

Committee Member Zavala asked if the County originally condemned the land how could the City of Leon Valley condemn the same land a second time. The City Manager stated the County did not condemn the lots in question but in fact these lots were voluntarily sold to Bexar County by the property owners.

The City Manager stated that in order to make our deadlines, the City of Leon Valley needed to move forward on the condemnation and that was cannot afford to take a chance on waiting for the item to be placed on the agenda for Commissioners Court.

Committee Member Cervantes asked if the County could sell the lots to someone else. The City Manager reminded the Committee that the City has worked with Bexar County on the purchase of the lots and also reminded that while in the process, one of the lots to be purchased was identified by Bexar County as being necessary for their project and asked if the City of Leon Valley could exchange that lot for another lot. The City Manager advised that while this project is a priority for the City of Leon Valley, it is not a priority for Bexar County and anywhere during the process one person can delay the project.

The Chairman asked if the filing of the documents by our Attorney started a timeline and the City Manager advised yes. The Chairman then asked if after the condemnation process was started could the County and the City settle upon the sell. The City Manager advised they could, but that he needed to protect the interest of the City.

Committee Member Zavala asked if there was any of the County Commissioners they could turn to

City of Leon Valley 2012 Bond Program Oversight Committee Meeting December 19, 2013

for assistance. The City Manager stated that the project is being stalled at the staff level. The only thing the Commissioners can do is vote on the item once it is placed on the agenda. The Chairman stated that the condemnation process takes the item out of their hands.

Committee Member Davis Jr. advised that with his limited knowledge in real estate he knows that all things must be in writing. The City Manager responded by saying that everything we have done has been in writing, that the City of Leon Valley already has the sales contract, which was approved by Bexar County, drawn up and that he has signed this document. The only thing lacking is the signature of the County Judge and that cannot happen until the Commissioners Court has the item placed on the agenda and they vote on the item.

Committee Member Cervantes then stated that he would like to see how this will pan out. Councilman Dean advised that the Court will have to rule the property is needed for our public interest. The City Manager stated that our Attorney's say we can condemn the property and be successful. The Chairman stated the County can stop the condemnation by signing the documents authorizing the sale of the lots to Leon Valley, but that we needed to approach the County with something more than our hat in our hands.

Final Design and Project Bidding

The City Manager advised that they City has been working with Elert and Associates in regards to the technology portion of the project, but a question came up about allowing Bartlett Cocke to put this in the original bid packet. It was decided that the wiring for devices would be in the bid packet, but the devices themselves would be bid out later in the process.

The City Manager told the Committee that the bid packets went out on December 16th and has been advertised on several sites, including the Cities website. The Committee was informed of a pre-proposal conference that will take place on Jan 6th at 1:30 p.m. along with the bid opening that will occur on Jan 16th at 2 p.m.. The City Manager further stated that the information was passed along at the Leon Valley Chamber of Commerce meeting and advised the Committee Members that if they knew anyone who may be interested those persons needed to contact Bartlett Cocke.

The City Manager informed the Committee Members that the maximum price guarantee should be received near the end of January 2014.

The Chairman asked if the dates have been set for the regular meetings with the Project Manager. The City Manager advised that the schedule prepared by Bartlett Cocke had all necessary dates highlighted, including these meetings.

The City Manager advised that once the City receives the maximum price guarantee, the City Council must approve this, even if it means calling a special meeting. Once this is approved by the City, Bartlett Cocke then has 10 days to mobilize.

Committee Member Uvietta asked if any of the special funding sources identified by the City Manager in previous meetings has been changed by anyone. The City Manager advised that no one has changed this, but the City is looking at utilizing our capital plan to fund the outfitting of the facilities, and that this would take place over the next two to three budget years.

The Chairman asked when the project would be completed and the City Manager advised December of 2015.

City of Leon Valley 2012 Bond Program Oversight Committee Meeting December 19, 2013

Committee Member Zavala asked if there was any equipment that would be needed by the Fire Department that would not be available to which the Fire Chief responded no.

Committee Member Zavala asked if the contractor will put in the wiring for security or would someone else. The City Manager advised that all wiring would be installed by the contractor, but the final device, be it a television, card reader, or whatever else would be installed by a company hired by the City of Leon Valley.

Committee Member Uvietta applauded the City Manager for that thought process due to the fact that if you order the equipment now, it will be out of date before it is installed.

The Chairman asked why not allow Bartlett Cocke to do the bid process and why is there a difference to which the City Manager replied that everything Bartlett Cocke is involved in affects the budget because they received compensation based on the cost of the project.

The Chairman asked when the next scheduled meeting was going to be held and it was decided to have a meeting on Thursday, January 23, 2014 at 5:30 p.m.

The Chairman thanked the Committee Members for allowing him the opportunity to serve and also thanked them for their service on the Committee.

Adjourn

Hearing no further business a motion was made by Committee Member Zavala and seconded by Committee Member Cervantes to adjourn the meeting at 6:26 p.m.


Pedro Esquivel, Committee Chairman

**LEON VALLEY PARK COMMISSION MEETING MINUTES
NOVEMBER 12, 2013**

The Leon Valley Park Commission met on the 12th day of November, 2013 at 7 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

**REGULAR MEETING OF THE LEON VALLEY PARK COMMISSION
November 12, 2013, 7:00 PM**

1. Call the Leon Valley Park Commission Meeting to Order and Determine a Quorum is Present.

Chairman Bert Thomas called the regular Park Commission meeting to order. Present were Commissioners Bill Cooper, Scott Baird, John Stanley, and Benay Cacciatore. Absent and excused was Commissioners Linda Tarin and Tom Fraser. Also present was City Staff Member Melinda Smith, resident Monica Alcocer, and guest Mr. Jess Swaim, P.E. of IDS Engineering Group. Let the record show that a quorum was present.

2. Consider Approval of the October 15, 2013 regular meeting minutes.

Commissioner Baird requested that the word "table" be changed to "postponed", and Commissioner Cacciatore made a motion to approve the minutes as amended. Commissioner Baird requested that the minutes be shortened in the future and explained the reasoning behind the request. The motion carried unanimously.

3. Citizens to be Heard

There no citizens to be heard

4. Reports: Activities that Impact the Park or Access to the Park.

- a. Guest: Mr. Swaim with the IDS Engineering Group contracted with the City of Leon Valley for the Hike & Bike Trail and to scope the work to rehabilitate Raymond Rimkus Park.**

Mr. Swaim introduced himself to the Commission and briefly discussed his company, the proposed timeline for the design of the proposed Hike & Bike Trail, and options for placement of the trail through the natural area. He stated that a tentative plan would be ready for a public meeting the next month.

5. Discuss:

- a. Review the current Park Rules.**

Chairman Thomas noted that he had added a prohibition of after-hours lighting to the rules.

**LEON VALLEY PARK COMMISSION MEETING MINUTES
NOVEMBER 12, 2013**

b. Grant Programs. Items we want to consider for grants. Volunteer to work with Scott Baird in writing Grants.

Commissioner Baird discussed grant application deadlines and resident Monica Alcocer volunteered to work on grant applications with the Commission.

c. Set date for work session in the Park.

Chairman Thomas noted that the work date is scheduled for 10 am Saturday, November 16th. Leon Valley residents, Dr. Wassel and Mrs. Phyllis Beal, have donated wildflower seeds for this project. They have done this for the past 5 years, and because of this, Chairman Thomas stated he would like the City to send them a thank you letter in appreciation.

6. Commissioners' and Staff's Comments:

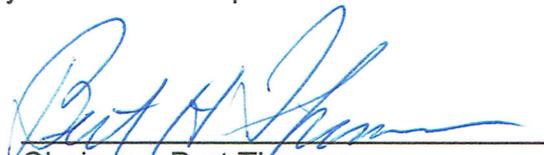
A general discussion was held regarding placement of a loading and unloading area at the park.

7. Announcements:

The next City of Leon Valley Park Commission Meeting will be in the City Council Chambers, at the Leon Valley City Hall on Tuesday, December 3, 2013.

8. Adjournment

Commissioner Stanley motioned to adjourn, and the motion was seconded by Commissioner Cooper. The motion carried unanimously. The meeting was adjourned at 7:48 pm.



Chairman Bert Thomas



Date

Approved by the Park Commission on the 14th day of January, 2014.