

**SPECIAL CITY COUNCIL WORKSHOP MEETINGS AND REGULAR CITY COUNCIL MEETING OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, JUNE 2, 2009, 2009**

The City Council of the City of Leon Valley, Texas, met on the 2<sup>nd</sup> day of June 2009 at 3:00 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

**SPECIAL CITY COUNCIL WORKSHOP MEETING - 3:00 P.M.**

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**Call to order.**

Mayor Riley called the Special City Council Meeting to order at 3:05 p.m. and asked that the minutes reflect that the following members of Council were present: Garcia, Reyna, Dean, and Nelson. She announced that Councilmember Baldrige had an excused absence as she was out of town for her anniversary trip.

City Manager Lambert, City Secretary Feutz, Community Development Director Flores, Fire Chief Irwin, Police Chief Wallace, and Economic Development Director Ryan were also present.

**Presentations and discussion with Overland Partners.**

Mayor Riley welcomed James Andrews and Steven Kline, from architectural firm Overland Partners, to the meeting and everyone in attendance introduced themselves.

Mr. Andrews presented information about the 22-year history of Overland Partners and explained how the City of Leon Valley's community of passion for learning and providing input for the American Institute of Architects' SDAT project were of interest to Overland Partners. He provided an overview of the mission of their company and the firm's core values that he stated foster a healthy balanced relationship between occupants and their environments. Mr. Andrews explained that Overland Partners has worked with Indefinite delivery/Indefinite quantity (IDIQ) contracts for projects when it cannot be predetermined, above a specified minimum, the precise quantities of supplies or services that the government will require during the contract period. Mr. Kline and Mr. Andrews presented slides demonstrating various projects Overland Partners has worked and they explained how some of the projects presented similar challenges as Leon Valley is addressing.

Group discussion centered on steps toward reaching green building standards, water conservation programs, energy and transportation projects, LEED building standards, changes over time that are economical to support, costs for demolishing existing buildings, and steps toward becoming sustainable that the City could consider.

Mr. Andrews recommended the City ask itself, "Is it beautiful?," and suggested Leon Valley consider using a public relations plan to market the advantages of Leon Valley - its park, library, trails, bike paths, and connectivity. He recommended that the City ask everyone to tell them about Leon Valley in two sentences and see what everyone really values in Leon Valley.

Group discussion continued on the need for a master redevelopment plan and the need to solicit firms to get qualifications, the economic impact driving future plans for fulfilling SDAT recommendations, and the need to market the sustainable lifestyle in an affordable city - Leon Valley, and asking for everyone to buy-in and building with us.

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**Adjourn.**

Hearing no further business, Mayor Riley thanked Mr. Andrews and Mr. Kline for their information and she announced the first Special City Council Workshop Meeting adjourned at 4:30 p.m. and announced that the next Special Workshop meeting would begin at 5:00 p.m.

**SPECIAL CITY COUNCIL WORKSHOP MEETING - 5:00 P.M.**

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**Call to order.**

Mayor Riley called the second Special City Council Workshop Meeting to order at 5:01 p.m. and asked that the minutes reflect that the following members of Council were present: Garcia, Reyna, Dean, and Nelson. She again announced for the record that Councilmember Baldrige had an excused absence from this meeting.

City Manager Lambert, City Secretary Feutz, Assistant City Secretary/HR Officer Caldera, Fire Chief Irwin and City Accountant Wallace were also present.

**Presentations and discussion on proposals for broker services for employee group insurance plans (Feutz).**

City Secretary Feutz informed Council that the packets they received included answers to questions raised by members of Council at the last Regular City Council meeting and also a synopsis of the original RFP packets submitted by the eight brokers/firms who would follow with their presentations. She informed Council that each firm would have seven minutes to present their firm's information and five minutes were allotted for follow-up questions from Council. Ms. Feutz also explained that during the regular meeting agenda Council would be asked to consider a decision on which firm/broker to select for the group health insurance program.

Brokers presented information on their company and the advantages of choosing them to represent the City of Leon Valley: FBS - Financial Benefit Service, LLC, CBG - The Benefit Group, Inc., Texas Benefit Insurance and Financial Services, Robert Feike and Associates Insurance, SWBC Employee Benefits Consulting, Mullen Pension and Benefits Group, Gallagher Benefits Service, Inc., and the Alamo Insurance Group, Inc.

Council asked representatives about the services included in their proposal, how their firm will work to help Leon Valley control costs, descriptions of their work with other municipalities, and how their firms have helped other clients hold down costs.

Mayor Riley and Council thanked each group's representatives and after all firms/brokers had been heard from, Mayor Riley announced adjournment of this Special Workshop Meeting at 7:02 p.m. and asked for a fifteen minute break before the Regular City Council Meeting was to begin. There were no objections from Council.

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**REGULAR CITY COUNCIL MEETING - 7:00 P.M.**

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**Call to order and Pledge of Allegiance.**

Mayor Riley called the Regular City Council Meeting to order at 7:28 p.m. and asked that the minutes reflect that the following members of Council were present: Garcia, Reyna, Dean, and Nelson. Mayor Riley again advised the audience that Councilmember Baldrige had an excused absence.

City Manager Lambert, City Secretary Feutz, Assistant City Secretary/HR Officer Caldera, City Accountant Wallace, Community Development Director Flores, Fire Chief Irwin, Police Chief Wallace, Economic Development Director Ryan, Public Works Director Vick, and City Attorney McKamie were also present.

Mayor Riley explained that Council had heard from representatives of the architectural firm Overland Partners at an earlier special workshop that began at 3:00 p.m., and had also heard presentations from brokers and firms regarding the City's group health insurance plan program for employees during a second workshop meeting that had begun at 5:00 p.m. She thanked everyone for waiting for this meeting to start.

Mayor Riley asked Councilman Rudy Garcia to lead the assembled group in the Pledge of Allegiance.

**Citizens to be heard and time for objections to the Consent Agenda.**

Mayor Riley asked Councilmembers if they wished for anything on the Consent Agenda to be removed for further discussion. Hearing no requests, Mayor Riley then asked if anyone in the audience wished to address the Council.

Seeing no one come forward for the "Citizens to be heard" portion of the meeting, Mayor Riley asked for a motion to approve the following Consent Agenda items:

**Consent Agenda**

**Consider approval of the minutes for the Special City Council Workshop Meeting and the Regular Council Meeting of May 19, 2009 (Feutz).**

**Consider action on M&C # 06-01-09 with attached Ordinance - a request to approve a budget adjustment to the General Fund for the Earthwise Living Event (Vick).**

**Consider action on ordinance appointing members and alternates to the Zoning Commission (Places 1, 3, and 5 and Alternate Place 1 and 3) (Flores).**

**Consider action on M&C # 06-02-09 - a request to authorize the Mayor to enter into a Community Development Block Grant Program Cooperative Agreement with Bexar County for inclusion in the urban county designation (Lambert).**

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A motion was made by Councilman Reyna, seconded by Councilmember Nelson, to approve the full Consent Agenda, as listed above. Upon vote, Mayor Riley announced that the motion carried and that all Consent Agenda items were approved.

**Action Agenda**

**Consider action on M&C # 06-03-09 - a request to authorize the City Manager to negotiate and enter into contract for broker services for group health insurance plans (Feutz).**

City Secretary Feutz addressed Council reminding them of the services a broker could provide to the City, the proposed time-line for a contract to be negotiated with the City Manager, and stated that she expected that the Broker would return insurance bids for Council's consideration in July 2009. Ms. Feutz reviewed what was asked for in the Request for Proposals and provided submittal comparison information for Council.

Following discussion, Council gave most favorable comments to the firm who quoted the lowest commission rate, the Mullen Group and complimented their innovative White Glove Program; the majority of Council also expressed their second choice being the firm Robert Feike and Associates Insurance.

A motion was made by Councilman Dean, seconded by Councilman Reyna, to authorize the City Manager to negotiate a contract with the Mullen Group at the proposed commission rates to serve as the City's broker for its group health insurance plans. Upon unanimous vote, Mayor Riley announced the motion carried.

A motion was made by Councilman Garcia, seconded by Councilman Reyna, to have the contract for the services to be for a period of two years. Upon vote, Mayor Riley announced that the motion carried. Mayor Riley again thanked all the firms and brokers who had participated in the process for broker services.

**Discussion Agenda**

**Discussion on consolidation and reorganization of City committees (Feutz). This item was tabled from May 19, 2009 City Council meeting agenda.**

Mayor Riley announced that this item was postponed from the last City Council meeting and invited Council to discuss the current committee standings, both ad hoc and standing committees.

City Secretary Feutz presented a list of both types of committees. She provided information on how the three ad hoc committees were formed by Resolution for the Bandera Road Site - Community Advisory Group, and by M&C for the ad hoc Citizens Neighborhood Progress Committee and the SDAT Steering Committee.

Council discussion confirmed the need to continue the Bandera Road Site - Community Advisory Group with the continuing Environmental Protection Agency work for the Superfund Site. Council discussed the importance of citizen input and whether there was a need to

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continue the SDAT Steering Committee and the CNPC as their primary missions were completed. They also discussed whether some of the volunteers may wish to serve on future subcommittees of the Leon Valley Economic Development Corporation and the need to contact them about future service to the City.

Resident Nancy Marin provided a synopsis of the standing of members who were appointed to the CNPC and expressed her concerns that the talents of those volunteers be solicited for input for other city projects.

Councilman Reyna asked if the Leon Valley Economic Development Corporation (LVEDC) could deal with other economic development items besides the 4B tax issue, perhaps as an advisory capacity, separate from their corporate duties. The City Attorney answered that the City Council can ask the LVEDC to take on additional duties, but the LVEDC Board is independent of Council with their corporate duties and the LVEDC can decide if they want to take on extra duties as their LVEDC duties are set by statute.

Resident Al Uvietta addressed Council explaining his interpretation of his duties as a member of the SDAT Steering Committee and he recommended terminating the SDAT and CNPC committees to prevent them from becoming a PAC or a filter group.

Discussion followed and Mayor Riley agreed that she would write letters to the members of both the CNPC and SDAT Steering Committee to encourage those citizens to remain involved. It was agreed action to dissolve both committees would be considered at a later date by Council.

**Discussion of a proposed moratorium calendar as recommended by the Zoning Commission (Flores/Lambert).**

Community Development Director Flores addressed Council to discuss the times and places of the meetings before Council to consider the proposed moratorium on construction, reconstruction, or other alteration or improvement of properties located in one of four districts in the City. She exhibited a map illustrating the four zones which included O-1, B-1, B-2, and B-3 and I-1 zoned districts, but which did not include residential zoned properties.

Ms. Flores reported that the Zoning Commission met on May 26, 2009 and recommended a calendar of follow-up meetings: a public hearing before the Zoning Commission on June 9, 2009, the second public hearing and the first reading before Council on June 10, 2009 and then the second reading and formal action by Council on June 16, 2009. She asked Council to set a time for their June 10, 2009 meeting and a place for that meeting. Ms. Flores noted that the final meeting had to be held by June 21, 2009 and that the City Attorney had already reviewed the dates to ensure that they met the requirements of the law. She also confirmed that the temporary moratorium will be in effect following the first public hearing, before the Zoning Commission, on June 10, 2009 and the moratorium will end after 120 days. Ms. Flores indicated that during that moratorium, zoning tools, master development plans, standards for signage, street and parking requirements, lighting and building requirements, will all be reviewed with input from the Zoning Commission.

It was recommended that RFQ's for planning and redevelopment assistance be sent out so that a firm could be on board by the time the moratorium begins.

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Council agreed that they would start their meeting on June 10, 2009 at 6:00 p.m. in City Council Chambers and a discussion on a Request for Qualifications was to be placed on the agenda for the Special Meeting of June 10, 2009.

**City Manager's report (Lambert).**

**A. TxDOT Survey on IH 410 lane expansion from SH 16 to Culebra Road.**

The City Manager reported that TxDOT is proposing improvements on IH 410 for the expansion of the mainlanes, ramp revisions, and the inclusion of direct connectors at the major interchanges of IH 35, US 90, and SH 151, and they have asked for the City's input in evaluating the reasonably foreseeable indirect impacts of the proposed project specifically on the area of IH 410 between Culebra and Bandera Roads.

**B. Meeting with TxDOT on median improvements on SH 16.**

Mr. Lambert reported that he and Grant Writer Kathryn Word had met with TxDOT officials regarding the median area from the elevated access ramp as it ascends and descends to Bandera Road to the intersection of Bandera Road at Senecca and they agreed not to fill that median with concrete and to allow us to landscape it and that they would not pay for the landscaping, but they would spread some seed over the area until Leon Valley gets the landscape plan completed. Mr. Lambert recommended that we install a nice sign, add irrigation, and landscape the area.

Mr. Lambert also reported that proposed renovations to the Community Center, which included some solar power elements, that were submitted for grant consideration to the CDBG will be going to the Commissioners for final consideration of the requested \$250,000 assistance.

**Citizens to be heard.**

No one appeared.

**Announcements by Councilmembers and Mayor.**

**A. Report of helicopter tour with Chief Wallace (Garcia)**

Councilman Garcia explained a short video and film clip series of the helicopter ride he took with Councilmember Baldrige and Chief Wallace. The clips showed views of Leon Valley from that helicopter ride.

**B. Report on need for additional volunteers.**

Mayor Riley reported that she had met with John Hoyt and Councilman Garcia and learned that the CAG was in need of volunteers. Mayor Riley asked all Councilmembers to continue efforts to recruit volunteers to serve on City committees.

**C. Reminder of upcoming Trade & Market Days - June 13, 2009**

Mayor Riley reminded everyone of the Trade & Market Days coming this Saturday and the city-wide garage sale also occurring the same day.

**D. Grand Opening of Green Star San Antonio Recycling Center - June 17, 2009**

Mayor Riley reported that Green Star, formerly known as Vista Fibers would be holding

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an open house on June 17, 2009. Mayor Riley reported that she would be going to their grand opening.

**E. Report on change in Council Liaison to Bandera Road Site - CAG.**

Councilman Reyna asked that since Councilman Garcia had been the Chair for the CAG, he would tender his resignation as the Council liaison for the CAG and recommended that Councilman Garcia continue his work with CAG as the new Council liaison. There were no objections from other members of Council and Councilman Garcia agreed with the plan.

**Adjourn.**

A motion was made by Councilman Reyna, seconded by Councilman Garcia, to adjourn the meeting. Upon vote, Mayor Riley announced the meeting adjourned at 8:45 p.m. and reminded everyone of the Special City Council Meeting of June 10, 2009 at 6:00 p.m. at City Hall.

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

ATTEST:

Marie Feutz  
\_\_\_\_\_  
City Secretary

*All minutes from Council meetings held on June 2, 2009 were approved by unanimous vote of City Council at the Regular City Council Meeting of June 16 2009*