

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
MAY 18, 2012**

The City Council of the City of Leon Valley, Texas, met on the 18th of May, 2012 at 8:30 a.m. at the Kinman House, 6417 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

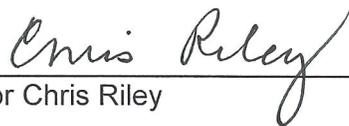
**SPECIAL CITY COUNCIL MEETING
OF THE CITY OF LEON VALLEY CITY COUNCIL**

1. **Call the City of Leon Valley City Council Special Meeting to Order, and Determine a Quorum is Present.** Mayor Chris Riley called the Special City Council Work Session to order at 8:42 a.m. with the following City Council Members in attendance: Hill, Reyna, Baldrige, Dean and Bieber.

City staff in attendance: City Manager Longoria.
2. **Discuss Meeting Expectations.** Mayor Riley initiated the discussion of this morning's meeting expectations. The City Council and City Manager Longoria discussed their respective expected goals and outcomes.
3. **Review and Status of the Goals Set Last Year.** The Mayor, City Council, and City Manager Longoria reviewed the status of the goals set in May 2011.
4. **Budget.** The Mayor, City Council, and City Manager covered the main points that will need to be considered during the Fiscal Year 2013 General Fund Budget, identified new revenue sources, and discussed the designated uses of the \$1.5 million from the CPS Energy CIED Fund.
5. **Economic Development.** The Mayor, City Council, and City Manager discussed and considered the following agenda topics, as part of Economic Development: approaches to marketing the City of Leon Valley to developers and businesses, discussed and defined support strategies for the new Economic Development Director and the Leon Valley Economic Development Corporation. The Mayor, City Council, and City Manager also discussed the development of the Fiesta Dodge Property, its status, and anticipated future uses. The Mayor, City Council, and City Manager discussed the need for formalizing a small and local business advocacy policy.
6. **Transportation.** The Mayor, City Council, and City Manager discussed and considered Bandera Road Traffic, probable solutions for smoothing traffic flowing including partnering with the City of San Antonio on improving current traffic conditions. There was also discussion and consideration of sidewalk development and the need to develop formalized approaches to a maintenance plan.
7. **Code Compliance.** The Mayor, City Council, and City Manager discussed and considered the status of the formerly proposed Property Maintenance Code Plan, best and transparent approaches to bringing it back for continued study.
8. **City Council.** The Mayor, City Council, and City Manager discussed and considered the use of Roberts Rules of Order by the Leon Valley City Council. An alternative set of Rules of Conduct in use by the City of Schertz was discussed.

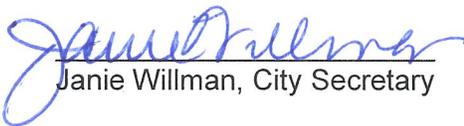
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9. **Planning Initiatives.** The Mayor, City Council, and City Manager discussed and considered planning initiatives including renewing El Verde by 2020. They also discussed a timeline for updating the City of Leon Valley's Strategic Plan and for providing citizen input to the City's Strategic Plan.
10. **City Manager Expectations.** The Mayor, City Council, and City Manager discussed and considered the focus and establishment of priorities for the City's Management Team.
11. **Adjourn.** Mayor Riley adjourned the meeting without objection at 1:30 p.m.



Mayor Chris Riley

ATTEST:



Janie Willman, City Secretary



**City Council/City Manager Work Session
Meeting Notes
May 18, 2012**

EXPECTATIONS

1. Economic Development (Hill)
2. Beautification of Bandera Road (Riley, Baldrige, Longoria)
3. Better Communication to Community (Baldrige, Biever)
4. Develop Triangle into Park (Dean)
5. Implementation of Bond Referendum—Ground Breaking by 1st quarter of 2013 or 4th quarter of 2012 (Dean)
6. Better Code Compliance—Meaningful, with Citizen Involvement (Biever)
7. Increase Economic Development Tax by 1/8 cent (Reyna)

BOND PROCESS: NEXT STEPS

1. Sale Bonds, Market at all time low—sell either June 26th or July 16th depending on market conditions
2. Prepare Official Statement (Financial Advisor)
3. Establish Capital Oversight Committee
 - a. NOT to Micro-manage project
 - b. Make sure project is on time and on budget
 - c. Communicate to the Citizens on Progress
 - d. Specific Charter with sunset provision
4. Project Delivery Approach
 - a. RFQ for Architect selection versus Design Build
 - b. Follow Through—Make sure to manage change orders
 - c. Construction Manager at Risk

BUDGET

1. Need stronger growth in sales tax and property values—trends have been flat which creates serious budget stabilization problem.
2. Good code compliance creates better property value and increase in property tax base.
3. CPS Franchise Agreement—3% bump. Negotiate for higher amount.
4. CPS Pass Through—up to 3%--will show on CPS bill as LV Pass Through
 - a. Consider but only as a last resort
 - b. Residents already experiencing higher water rates and potential higher solid waste collection fees.
5. FY 2012—preliminary deficit \$200K
 - a. Biggest Decrease in Revenue is in Fines
6. Staff will present budget in August versus July

7. Program Improvement: Maintenance of Bandera Road; 1 position plus contractual services for mowing (1/2 LVEDC 1/2 City)

CEID FUND ALLOCATION

1. 1st. installation due August 15th.
2. Beautification of Bandera Road—Monuments. Landscaping and Lighting—to include the triangle park.
3. \$200,000 match for Huebner Creek Hike and Bike Trail
4. 2nd. Installment due December 2012.
5. Street Signs (similar to Alamo Heights)

ECONOMIC DEVELOPMENT

1. Town Center Project—litigation decision due in June.
 - a. Manuel Rubio-interested in developing his 1 acre.
 - b. Work in obtaining Little property (corner lot)-Manuel Rubio.
2. Customer Service Training
3. Change in Process—ED Department first before contact with Community Development.
4. Fiesta Dodge—Mark Granados—receptive to EPA Charrette Idea (mixed-use)
 - a. LV incentives included.
5. Small & Local Business Advocacy Policy-Points System for being a Small Business.
6. Marketing LV to Developers/Businesses
 - a. Taste of Leon Valley
 - b. Leon Valley Open For Business Theme
7. Support Strategies for ED Director/LVEDC
 - a. Need ED Plan!!

TRANSPORTATION

1. Light Synchronization—Eckert Road to Loop 410 along Bandera Road
 - a. \$200,000 Cost—1/3 cost shared between TXDOT, COLV & COSA
2. Support from COSA for use of Traffic Engineers to develop plan for Bandera Road.
 - a. Can we include Linkwood (SIA Has a plan that needs to be presented to them)
3. Buxton Services—incorporate their data into overall plan.
4. Sidewalk Development & Maintenance Plan
 - a. Encourage Connectivity
 - b. Bandera Road Crosswalks
 - c. Develop a Plan
 - i. Link Linkwood to downtown LV
 - d. Survey of broken sidewalks and sidewalk systems including areas that are lacking.

CODE COMPLIANCE—GOAL IS INCREASE PROPERTY VALUES

1. What are the Statutes—Legal Requirements
2. Draft Updated Code
 - a. Scrap January 2012 Proposal
 - b. Town Hall meeting versus forming citizens committee versus input on Website
3. Process of Code Enforcement
 - a. Can we use Waste Management to pickup junk and bill the violator later?
 - i. City will need to pay the cost up-front and seek recovery from violator
 - b. Code Compliance Enforcement is Inconsistent (common complaint from citizens)
4. Complete an analysis of complaints over a 1-year period
 - a. Present report to City Council
 - b. Then City Council will give Direction on how to proceed.
5. Beautify our City

CODE OF CONDUCT-CITY COUNCIL RULES

1. Use City of Schertz rules in place of Robert's Rules of Conduct (too complex)
 - a. City Council will look at the Schertz sample document and will address it on a future agenda discussion item.

EL VERDE 2020

1. Show where we are
2. Savings in tax dollars
 - a. Green versus \$\$\$ green
3. City Facilities—follow as many recommendations—on new facility-police, fire & admin.

UPDATE STRATEGIC PLAN

1. Put in discussion agenda item
 - a. Goals discussed today & update plan
 - b. Run by staff & citizens/committees for update

CITY MANAGER EXPECTATIONS

1. Align city resources to meet City Council objectives/expectations
2. Brick & Mortar Year
 - a. Implement Capital Projects Programs
 - i. Beautification of Bandera Road

1. Monuments
2. Landscaping & Lighting
3. Triangle Park
- ii. Bond—Fire Police & Administration Bldg.
- iii. Library Expansion
3. Communicate to City Council & Community
4. Improve Customer Service
5. Develop Pro-Business Philosophy & Practices
6. Develop Strategy to Improve Evers Road
 - a. Legislative Support for a Sustained Street Maintenance Tax