

CITY OF LEON VALLEY



CITY COUNCIL SPECIAL & REGULAR MEETING

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, July 14, 2014

AGENDA

SPECIAL JOINT MEETING OF THE LEON VALLEY CITY COUNCIL, LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION AND THE LEON VALLEY CHAMBER OF COMMERCE.

1. **5:30 P.M.** Call to order, Determine a Quorum is Present. **M&C #2014-07-14-01 (C. Mora)**
2. Possible items for discussion:
 - a) Summary of the LVEDC Funded Projects
 - b) Aquarium Project
 - c) Economic Development Strategic Plan
 - d) "Downtown Leon Valley" (Town Center)
3. Adjournment.

REGULAR CITY COUNCIL MEETING

1. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
2. Certificate of Valor presentation to Leon Valley Captain Blake Wade, and Firefighters Rick Sanchez, Kory Paulini, Sam Nevils, Moises Soliz and Mike Dizzine of the Leon Valley Fire Department.
3. "Good Neighbor Award" presentation to volunteers of the July 4th Celebration.
4. **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

5. Approval of City Council Minutes. **(S. Passailaigue)**
 - a) June 07, 2014 Council Retreat Meeting with Attachment
 - b) June 09, 2014 Regular City Council Meeting
 - c) June 14, 2014 Coffee with the Mayor & Council
 - d) June 30, 2014 Special City Council Meeting

6. Consideration of Resolution No. 14-012R affirming the June 30, 2014 re-appointment of Mike McCauley, Claude Guerra and Dr. Georgia Zannaras to the Leon Valley Economic Development Corporation for a term effective immediately and expiring September 30, 2015. **M&C 2014-07-14-02 (S. Passailaigue)**
7. Consideration of Resolution No. 14-013R authorizing the City Manager to enter into an Electric Line Right of Way Agreement with CPS Energy along 6300 El Verde Road. **M&C 2014-07-14-03 (M. Moritz)**
8. Consideration of Resolution No. 14-014R appointing Jack Dean to the Bond Oversight Committee. **M&C 2014-07-14-04 (Councilmember Diaz ,Councilmember Biever)**
9. Consideration of Resolution No. 14-015R reappointing members to the Zoning Commission. **M&C 2014-07-14-05 (S. Passailaigue)**

REGULAR AGENDA

10. Consideration and direction to City Staff to participate in a partnership with State Representative Justin Rodriquez to conduct a "Movies at Rimkus Park" event. **M&C 2014-07-14-06 (Councilmember Ruiz, Councilman Biever)**
11. Consideration of an Investment Policy for the Leon Valley Economic Development Corporation (LVEDC) as recommended by the LVEDC Board. **M&C 2014-07-14-07 (C. Mora)**
12. Consideration of Ordinance No. 14-013 creating and appointing members to the Leon Valley Home Rule Commission. **M&C 2014-07-14-08**
13. Consideration of Resolution No. 14-017R amending the City Council Code of Conduct Policy. **M&C 2014-07-14-09 (Councilmember Sanchez, Councilmember Diaz)**
14. Consideration of Resolution No. 14-018R authorizing the City Manager to enter into a contractual agreement with Tero Technologies and Entech Sales & Service, Inc. for the purpose of technological infrastructure and cabling in the new Fire Station and Municipal Facilities. **M&C 2014-7-14-10 (M. Moritz)**

DISCUSSION AGENDA

15. Discussion on a policy regarding the installation of Speed Bumps for traffic control **M&C 2014-07-14-11 (L. Valdez)**
16. Presentation and discussion on establishing City Council Sub-Committees to implement City Council goals and objectives **M&C 2014-07-14-12 (M. Longoria)**
17. Discussion on a proposed date change for the Coffee with the Mayor and Council. **M&C 2014-07-14-13 (Councilmember Sanchez, Councilmember Diaz)**
18. Discussion regarding the Jazz Festival Management Agreement. **M&C 2014-07-14-14 (Councilmember Martinez)**
19. Discussion on calling a Special City Council Meeting to Review the Leon Valley Employee Compensation Study. **M&C 2014-07-14-15 (Mayor Riley)**
20. City Manager's Report
 - a. Capital Facilities Monthly Report
 - b. TML 102nd Annual Conference and Exhibition September 2014
 - c. Establishment of the Citizen Action Team
 - d. Presentation of the 2014-15 Budget Calendar
 - e. Status of the Tree USA Signs

- f. Update on Recycling Survey
- g. Monthly Departmental Reports
- h. Approved Minutes from Boards, Commission and Committees
- i. City Employee News and Updates
- j. Future Agenda Items:
 - Approval of the 2014 Strategic Plan Update
 - Amendment to the City Code regarding regulations of boarders, commercial businesses and vehicles in the R-1 Zoning Districts

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. Adjournment

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).

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, on July 11, 2014 at 10:27 a.m. 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.


SAUNDRA PASSAILAIGUE, TRMC
City Secretary



MAYOR AND COUNCIL COMMUNICATION

M&C #2014-07-14-01

DATE: JULY 14, 2014

TO: MAYOR AND CITY COUNCIL

SUBJECT: JOINT MEETING OF THE CITY COUNCIL, THE BOARD OF DIRECTORS OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC), AND THE LEON VALLEY AREA CHAMBER OF COMMERCE (LVACC)

PURPOSE

The purpose of this M&C is to support a joint meeting of the City Council, the LVEDC Board of Directors and the LVACC Board of Directors. Items of discussion may include information on a business recruitment prospect for the Fiesta Dodge property, economic development strategic plan, and a "Downtown Leon Valley" project.

In an effort to continue the development and maintenance of a working relationship among the assembled groups, the City Council, the LVEDC Board of Directors, and the LVACC Board of Directors will resume quarterly joint meetings to receive staff reports and informational items.

This item supports the approved Strategic Goals for 2013-2014. Specifically:

- Goal 1. Align City Resources to meet City Council Objectives/Expectations
- Goal 3. Strengthen Communications to the Community
- Goal 5. Establish Organization Culture to Spur Economic Development

FISCAL IMPACT

There is no fiscal impact.

S.E.E. IMPACT

Social – None.

Economic – To provide a diverse and versatile business environment that supports a healthy economy by engaging in open dialogue on issues and matters which affect the conduct of economic development in Leon Valley.

Environmental – Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary



Mayor and Council,

Shortly after midnight on June 12, 2014, Leon Valley firefighters were dispatched to assist a vehicle stalled in the water along Poss Rd. next to our City Park.

A-shift, led by Captain Blake Wade, responded immediately with a full assignment and deployed personnel and equipment in an aggressive response. Captain Wade's experience and training brought bold, decisive actions that would later result in the rescue of the two men in peril. On arrival, Firefighter Kory Paulini placed the tip of the aerial ladder at the driver's window. Captain Blake Wade, and Firefighter Moises Soliz climbed out to the victims in the water and handed them life preservers and helmets. This decision would later prove critical to the outcome of this rescue. Firefighters Rick Sanchez, Sam Nevils, and Mike Dizzine quickly took up positions downstream with rope bags as a secondary safety plan.

The passenger of the pickup yelled to rescuers that he could not swim; the decision was made to remove this man first. The ladder truck strained at its maximum operational limit. The first victim was assisted out onto the ladder and guided to solid ground. As the second victim was exiting the vehicle onto the ladder, his foot became trapped in the steering wheel as the vehicle was washed downstream. The victim soon fell out of the vehicle and continued downstream.

Firefighters Sanchez, Nevils, and Dizzine rushed into the woods along the banks of Huebner Creek and worked together to remove the victim from the water.

Both victims were evaluated by EMS and released without injuries.

Ladies and Gentleman, It is my distinct honor to present these Firefighters with a commendation of Valor for their heroic conduct on that night. Please join me in recognizing this team.

Each of these Firefighters is tonight receiving a commendation bar and certificate from the Mayor.

Chief Valdez

MAYOR AND COUNCIL COMMUNICATION

DATE: July 14, 2014 **M&C #2014-07-14-02**

TO: MAYOR AND CITY COUNCIL

SUBJECT: PRESENTATION OF GOOD NEIGHBOR AWARD TO THE COMMUNITY EVENTS COMMITTEE IN RECOGNITION OF THE JULY 4, 2014 INDEPENDENCE DAY PARADE AND CELEBRATION

PURPOSE

This agenda item will allow the City Council to formally and official recognize the hard work and effort by the Community Events and Festival Committees and their staff liaisons, Kristie Flores and Sylvia Irwin, for the July 4, 2014 Independence Day Parade and Celebration.

FISCAL IMPACT

Not applicable

RECOMMENDATION

Not applicable

S.E.E. IMPACT

Social Equity – Local governments that use best practices encourage volunteer public service to the community. The City of Leon Valley ensures optimal Social Equity and services for their residents, business owners, and community stakeholders through the attraction and retention of dedicated volunteers.

Economic Development – Not applicable

Environmental Stewardship – Not applicable

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

CITY OF LEON VALLEY



ANNUAL CITY COUNCIL/CITY MANAGER RETREAT

The Kinman House
6417 Evers Road, Leon Valley, Texas 78238

Saturday, June 7, 2014

MINUTES

The Leon Valley City Council conducted their annual City Council/City Manager retreat at the Kinman House on Saturday, June 7, 2014.

Mayor Riley called the meeting to order at approximately 9:00 a.m.

All members of Council were present, as was City Manager Longoria. The meeting was facilitated by Bob Ashcroft.

Summary documents are attached that provide a description of the retreat.

Mayor Riley adjourned the meeting at approximately 12:30 p.m.

APPROVED

CHRIS RILEY
Mayor

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley
Leadership Team Agenda
June 1, 2014 – May 31, 2015
(review and discussion draft: 6/9/14)

This agenda was developed at the Annual City Council/City Manager Retreat held on Saturday, June 7, 2014.

Leadership Team Vision for a Successful Year

- work together as a team
- invest in economic development
- community has a positive image of the city's leadership team
- achieve annual objectives

Areas of Focus, Objectives and Assignments

Area of Focus: Economic Development/Redevelopment

Objectives:

- Resolve town center issue and develop a concept for moving forward.
- Economic Development Board should develop and use a strategic plan.
- Operating with a strong partnership among economic develop entities.
- Improve image, beautify and reduce clutter along Bandera Road by means of a concept and a plan of action.
- Be proactive in attracting diverse and viable businesses and be realistic in what the city can do attracting businesses and promoting economic development.
- Research and develop strategies and plans for addressing vacant property.

Responsible Party for Area of Focus and Objectives: Economic Development Director

Area of Focus: Customer Service/Communications

Objectives:

- Act on becoming a home rule city.
- Increase public satisfaction with public safety services.
- Have in place an effective system to track and respond to citizen inquires/complaints.
- Operate with better trained and functioning support services staff (e.g., attitude, skills, accountability, move from "good to great." 24/7, etc.)

Responsible Party for Area of Focus and Objectives: City Manager

Area of Focus: Infrastructure

Objectives:

- Improve traffic flow overall and in specific problem areas.
- Have a plan to resolve flood control issues around the park.
- Have a plan to address Evers Road rehabilitation.

Responsible Party for Area of Focus and Objectives: Public Works Director

Tracking and Reporting Progress

Employ quarterly reports to city council which provide an overview of the status of objectives and not a listing of tasks undertaken. The entire quarterly status report should be a page or less and be in a user-friendly form.

City of Leon Valley
Leadership Team
Roles, Responsibilities and Working Relationships

(review and discussion draft: 6/9/14)

The mayor, city council members and city manager should work together as a leadership team on behalf of the City of Leon Valley to benefit the community. The City of Leon Valley operates with the council-manager form of government under which the city council governs and the city manager administers. These roles, responsibilities and working relationships were reviewed, refined, validated or developed at the Annual City Council/City Manager Retreat held on Saturday, June 7, 2014.

City Council

- Essential Role: governing body (board of directors)
Key Responsibilities: -appoint and evaluate city manager
-set overall direction and policy
-oversight
-fiduciary
-stewardship

City Manager

- Essential Role: chief administrative officer (chief executive officer)
Key Responsibilities: -carry out direction and policies of city council
-administer day-to-day operations of the city
-provide information and recommendations to city council
-enforce laws and ordinances
-appoint, supervise and evaluate personnel
-communication
-represent the city
-budgeting
-planning
-contracting and purchasing officer

Mayor

- Essential Role: presiding officer (chairman of the board)
Key Responsibilities: -in coordination with city manager, prepare and approve council meeting agendas
-appoint city council committees
-coordinate and recommend appointments to City boards, commissions and committees
-sign ordinances
-declare emergencies

Responsibilities of an Individual Member of City Council

- be a voice for citizens
- focus on what is in the best interest of the city and community
- be prepared
- be an ambassador for the city
- be a good steward
- help get things done; be a positive force, not a hindrance
- be honest
- listen to others and be respectful

Characteristics of an Effective Leadership Team

- common goal(s)
- trust
- collective ideas
- mutual support
- work toward consensus
- respect
- willingness to share and to compromise
- diligence

Leadership Team Operating Protocols

- for individual council members, it is o.k. to ask staff for information, it is not o.k. to give them instructions (direction/instruction to staff comes from the city council as a body)
- it is always advisable to check in with and to inform the council about what you are doing
- address all communication to city secretary who then provides it to all appropriate parties
- in scheduling be considerate and respectful of people's time
- be inclusive in sharing information and letting people know what is going on in the community
- recognize and respect confidentiality
- communicate citizen/stakeholder issues/concerns/complaints to both the city manager and to the appropriate staff person
- have and use a means to track and measure response to requests by city staff to ensure timely and complete response

City of Leon Valley

Annual City Council/City Manager Retreat

Retreat Follow-Up Tasks

Retreat Idea Parking Lot Items – Review and Address

- clarify some of the key responsibilities of the city manager, e.g., “represent the city.” “contracting and purchasing officer,” etc.
- prepare and distribute a city organizational chart showing citizens, city council, mayor, city manager, key staff functions/positions, etc.
- clarify roles and working relationship between mayor and city manager
- clarify who is/are the spokesperson(s) for the city
- formalize and set an appropriate date for city council to evaluate the city manager
- clarify city council and city manager contracting authority
- in considering appointments to City boards, commissions and committees, provide information about all who are interested and who applied for appointments
- review the mayor’s role and responsibilities from 2004
- review and address the Linkwood neighborhood’s ingress and egress problems
- consider using city council members as liaisons or advisors for 12-month agenda

Other Retreat Follow-Up Tasks

- prepare a report to the community about the retreat
- schedule a check-in work session for Leadership Team by the end of 2014

CITY OF LEON VALLEY



CITY COUNCIL SPECIAL MEETING

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, June 09, 2014

MINUTES

The City Council of the City of Leon Valley, Texas met on the 9th day of June, 2014 at 6:00 p.m. at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

SPECIAL CITY COUNCIL MEETING

Call to order.

Mayor Riley called the Special City Council Meeting to order at 5:00 p.m.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Councilman Ricardo Ruiz, Carmen Sanchez, Abraham Diaz, Benny Martinez and Paul Biever.

City Manager Manuel Longoria, Jr., City Secretary Sandra Passailaigue, Human Resources Director Crystal Caldera, Economic Development Director Claudia Mora were also present.

The City Council shall meet in Executive Session under Texas Government Code §551.074 *Personnel Matters* to discuss the following:

Interviews for Tier I Board Appointments:

- **LVEDC**
 - 5:00 p.m. - Arthur "Art" Reyna, Jr.
 - 5:15 p.m. – Joe Sanchez
 - 5:30 p.m. – Arnie Jacob
 - 5.45 p.m. – Jose Maldonado
 - 6:00 p.m. – Patricia Manea
- **Zoning Commission**
 - 6:15 p.m. – David Jordan
 - 6:30 p.m. – Jack Dean

Mayor Riley announced that Arthur "Art" Reyna and Jack Dean withdrew their applications and that Ms. Patricia Manea had an emergency at work and would not be able to make her scheduled interview. The City Council convened into Executive Session at 5:01 p.m.

Reconvene into Open Session and take action on issues discussed in Executive Session if necessary.

The City Council reconvened at 6:47 p.m. No action was taken.

Adjournment

Mayor Riley announced the meeting adjourned at 6:47 p.m.

REGULAR CITY COUNCIL MEETING

Call to order and Pledge of Allegiance.

Mayor Riley called the Regular City Council Meeting to order at 7:00 p.m.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Councilman Ricardo Ruiz, Carmen Sanchez, Abraham Diaz, Benny Martinez and Paul Bieber.

City Manager Manuel Longoria, Jr., City Secretary Sandra Passailaigue, Human Resources Director Crystal Caldera, Finance Director Vickie Wallace, Fire Chief Luis Valdez, Assistant Fire Chief Bill Lawson, Police Chief Randall Wallace, Economic Development Director Claudia Mora, Director of Public Works Melinda Moritz, Assistant Public Works Director David Dimaline, and Community Development Director Kristie Flores were also present.

Consideration of Resolution No. 14-006R, appointing members to boards, commissions, and committees in accordance with Ordinance No. 2014-01-02. M&C 2014-06-09-02 (S. Passailaigue)

A motion was made by Councilman Paul Bieber, seconded by Councilman Abraham Diaz, to appoint Mr. Joe Sanchez to the Leon Valley Economic Development Corporation for a term expiring September 30, 2015. Upon a unanimous vote, Mayor Riley announced the motion carried.

A motion was made by Councilman Paul Bieber, seconded by Councilman Abraham Diaz, to adopt Resolution No. 14-006R appointing Mr. David Jordan to the Leon Valley Zoning Commission, Alternate 1 Position for a term expiring May 31, 2015. Upon a unanimous vote, Mayor Riley announced the motion carried.

Public Hearing on the proposed Hike and Bike Trail Improvements planned for the park known as the Huebner-Onion Natural Area Park. M&C 2014-06-09-03 (M. Moritz)

Public Works Director Moritz presented the item with a presentation which is required in order to obtain input from the public on the planned improvements to a portion of the Huebner-Onion Natural Area Park. Ms. Moritz reported that the project timeline beginning with December of 2011 – Authorization to file an application with San Antonio Bexar County MPO for the Hike and Bike Grant; November 2012 – A joint meeting with the Leon Valley Historical Society and input given on the conceptual trail design; January 2013 – Town Hall meeting to present conceptual plan to the public (3,000 notification postcard sent out); August 2013 – City Council unanimously voted to adopt Ordinance No. 2013-08-06-01 authorizing the City Manager to enter into a contract with IDS engineering for \$177,957; November 2013 – IDS Engineering presented a conceptual trail design to the Leon Valley Park Commission; December 2013 – Hike and Bike Presentation on development process for hike and bike process and public input. All citizens received notice of public hearing scheduled for January 2014 and again, 3000 postcards were sent out; January 2, 2014 – Met with the Leon Valley Historical Society to discuss trail alignment; January 9, 2014 – Hike and Bike Public Meeting for citizen input with over 50-60 citizens attending who were also surveyed; January 13, 2014 – Report from IDS Engineering on citizen input with 43 surveys being calculated indicating 62.5% supporting the project; January 14, 2014 – Met with Leon Valley Park Commission to present trail alignment options and results of the survey results taken from the public meeting; February 10, 2014 – City Council voted unanimously to adopt Ordinance No. 2014-02-10-03 approving of the final alignment. This brings us to today.

Mayor Riley opened the public hearing at 7:23 p.m. and called the following citizens up to speak:

- Al Uvietta – 6923 Sunlight Dr. – spoke in support of continuing with the Hike and Bike Trail.
- James Brandenburg – 7210 Gumtree – spoke in favor of keeping the area as a “natural area”.
- Olen Yarnell – 7230 Sulky Ln. – voiced his concerns with holding a public hearing after the trail has been planned.
- Sharon Hendricks – 6015 Aids Dr. – spoke in favor of keeping the area as a “natural area” and asked that the City Council reconsider their decision to move forward with this project.
- Cynthia Koger – 6727 Sunlight Dr. – spoke in favor of keeping the area as a “natural area” but asked that improvements be made to improve the creek area so people may be able to cross. Ms. Koger also said that many citizens are unaware of this project.
- Karl Riemann – 7411 Belmont Pl. – spoke about trail options and the City promoting the project more to get more input.
- Lyn Joseph – 6423 Trotter Ln. - spoke in favor of keeping the area as a “natural area”.
- Noel Sauer – 7115 Forest Brook – spoke in opposition of the Hike and Bike Trail stating that the ADA is a “bogus argument”.
- Liz Maloy – 2411 Chenal Pt. – question the Hike and Bike Trail and the “unclear intent” of the project.
- Richard Hartman – 6931 Sunlight Dr. – asked that the natural area be cleaned up.
- Rita Burnside - 6938 Forest Way - spoke in opposition of the Hike and Bike Trail.
- Patricia Manea – 6103 Britania Ct. – spoke in regards to the City being more “accountable” and letting the citizens of Leon Valley decide on the continuation of the Hike and Bike Trail.
- Bert Thomas – 6415 Long House Ct. – spoke in support of continuing with the Hike and Bike Trail.
- Darby Riley – 6939 Forest Way – asked that the City Council reconsider the trail route and that they not allow animals on the trails.

There being no further public comments, Mayor Riley closed the public hearing at 8:12 p.m.

Consideration of Resolution No. 14-007R to determine that the planned improvements related to the Hike and Bike project in the Huebner-Onion Natural Area Park are in the best interest of the citizens and the public. M&C 2014-06-09-04 (M. Moritz)

Following discussion in continuation of the previous item, a motion was made by Councilman Paul Bieber, seconded by Councilman Abraham Diaz, to adopt Resolution No. 14-007R as presented.

Mayor Riley then called for a call vote to which the City Council replied: Councilman Ruiz – Aye; Councilman Sanchez – Nay; Councilman Diaz – Aye; Councilman Martinez – Nay; and Councilman Bieber – Aye.

The City Council voted three (3) for and two (2) opposed with Councilman Sanchez and Councilman Martinez casting the negative votes. Mayor Riley announced that the motion carried.

Citizens to be heard.

- Olen Yarnell – 7230 Sulky Ln. – asked that the City Council rethink the process for developing the Hike and Bike Trail.
- Arthur “Art” Reyna, Jr. – 6021 Mike Nesmith – passed on speaking at this time.
- David Jordan – 5309 Cilantro Pl. - passed on speaking at this time.
- Karl Riemann – 7411 Belmont Pl. – said that he is in support of the Hike and Bike Trail but against the process.

- Liz Maloy – 2411 Chenal Pt. – Asked that the City follow its own Code of Ordinances and that someone look into the “Jerky World” sign that has been up even though the business closed a year ago.

Councilman Biever asked that Item #9 of the Consent Agenda be pulled for discussion.

CONSENT AGENDA

Approval of City Council Minutes. (Passailaigue)

- a) April 14, 2014 Regular City Council Meeting**
- b) May 12, 2014 Regular City Council Meeting**
- c) May 17, 2014 Coffee with the Mayor & Council**
- d) May 20, 2014 Special City Council Meeting**

Consideration of Resolution No. 14-008R appointing the Municipal Court Judges of the Leon Valley Municipal Court for a term of two (2) years expiring May 2016. M&C 2014-06-09-04 (V. Wallace)

Consideration of Resolution No. 14-009R authorizing the City Manager to enter into a City Pride Sign Agreement with the Texas Department of Transportation (TxDOT) for the purpose of allowing the installation of new City limit signs along Bandera and Grissom Roads. M&C 2014-06-09-05 (M. Moritz)

Consideration of Ordinance No. 14-008, approving a budget adjustment for an adjustment of the Leon Valley Economic Development Corporation contribution to the Special Events Budget. M&C 2014-06-09-07 (K. Flores)

A motion was made by Councilman Abraham Diaz, seconded by Councilman Paul Biever, to approve Consent Agenda Items #6 (City Council Minutes – 4/14/14, 5/12/14, 5/17/14, and 5/20/14), #7 (Resolution No. 14-008R), #8 (Resolution No. 14-009R), and #10 (Ordinance No. 14-008) as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consideration of Ordinance No. 14-007, an ordinance of the City Council of the City of Leon Valley, Texas amending the Leon Valley Code of Ordinances Appendix A, “Fee Schedule,” adding Section A2.013, “Newsletter Advertisement Fees”, for fees to advertise in the City Newsletter. M&C 2014-06-09-06 (K. Flores)

Community Development Director Kristie Flores presented this item saying that the City is moving to a new publisher and that there will be changes in advertisements. The City will be selling ads but keeping it to two pages of ads. Ms. Flores pointed out that there are plenty of local businesses showing interest in advertising in the City’s newsletter. Ms. Flores concluded her presentation by saying that the newsletter will continue to be published every two months as it has been.

A motion was made by Councilman Paul Biever, seconded by Councilman Carmen Sanchez, to adopt Ordinance No. 14-007 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

REGULAR AGENDA

Election of the Mayor Pro-Tem. M&C 2014-06-09-08 (S. Passailaigue)

A motion was made by Councilman Abraham Diaz, seconded by Councilman Benny Martinez, to nominate Councilman Paul Bieber to the position of Mayor Pro Tem. Upon a unanimous vote, Mayor Riley announced the motion carried.

Consider the appointment of a City Council Member to serve as a liaison to the Leon Valley Bond Oversight Committee. M&C 2014-06-09-09 (S. Passailaigue)

A motion was made by Councilman Abraham Diaz, seconded by Councilman Ricardo Ruiz, to nominate Councilman Carmen Sanchez to the position of City Council Liaison to the Leon Valley Bond Oversight Committee. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action to formally establish a process to create a Home Rule Charter Commission for the City of Leon Valley. Memorandum (Requested by Councilman Bieber and Councilman Diaz)

Councilman Abraham Diaz presented the item and his proposal of having each member of Council appoint two (2) members and the Mayor appointing one (1) member to create a Home Rule Charter Commission which was followed by a lengthy discussion. Mayor Riley expressed her concerns with the Mayor only being allowed one (1) appointment to this Commission while the Councilmembers are allowed two (2) appointments.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Paul Bieber, to have the city attorney prepare an ordinance that will allow the City Council to establish an eleven-member Home Rule Charter Commission for formal action at the July 14th City Council meeting and that the eleven (11) member commission be appointed at the July 14th meeting as follows: Each City Council member will appoint two (2) members and the Mayor will appoint one (1) member; and that the ordinance creating the Commission specify that Commission Members will select one (1) of its members to serve as the Chairperson of the Commission; and finally that the Commission be directed to complete its work to allow the proposed Home Rule Charter to be presented to the voters for the May 2015 City Election. Upon a unanimous vote, Mayor Riley announced the motion carried.

Mayor Riley called upon the citizens that had previously signed up to speak on this item.

- Al Uvietta – 6923 Sunlight Dr. – spoke in support.
- Liz Maloy – 2411 Chenal Pt. – said “thank you for the vote” and that “this will get this City out of kindergarten and get us playing with the big boys!”
- Olen Yarnell – 7230 Sulky Ln. – passed on speaking at this time.
- Arthur “Art” Reyna, Jr. – 6021 Mike Nesmith - passed on speaking at this time.
- Lyn Joseph – 6423 Trotter Ln. - passed on speaking at this time.
- David Jordan – 5309 Cilantro Pl. - passed on speaking at this time.
- Karl Riemann – 7411 Belmont Pl. – passed on speaking at this time.

Consideration of Ordinance No. 14-009, an ordinance amending the Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Section 1.09.008 (L) Moonwalks and related items. M&C 2014-06-09-10 (M. Moritz)

Public Works Director Melinda Moritz presented this item to amend the City’s Code of Ordinance to add to Chapter 1 General Provisions, Article 1.09, § 1.09.008 (L) Moonwalks and related items.

Councilman Biever pointed out the need to address that the moonwalk users adequately tie the moonwalk down to avoid fly-a-ways such as those in recent news.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Ricardo Ruiz, to adopt Ordinance No. 14-009 as presented. Upon a 4-1 vote with Councilman Benny Martinez casting the negative vote, Mayor Riley announced the motion carried.

Mayor Riley called upon the citizens that had previously signed up to speak on this item.

- Olen Yarnell – 7230 Sulky Ln. – passed on speaking at this time.
- Lyn Joseph – 6423 Trotter Ln. – suggested installing “concrete tethers” in the park.
 - City Attorney Zech responded that he would prefer that the City allow them to be brought in but that the responsibilities remain on the user to ensure the safety of their guests.

Consideration of Ordinance No. 14-010 approving a budget adjustment for the Municipal Facilities Bond Project for technological equipment and cabling infrastructure in the new Fire Station and Municipal Facilities. M&C 2014-06-09-11 (M. Moritz)

Public Works Director Melinda Moritz presented this item seeking Council’s approval for a budget adjustment in the amount of \$207,770 for the installation of technological infrastructure and cabling in the new Fire Station and Municipal facilities; and to authorize the City Manager to negotiate contracts with service providers. Ms. Moritz continued by saying that the Municipal facilities project provides an opportunity to improve technology in the City facilities and that these items are considered personal property and are not a part of the building construction. The City contracted with Elert & Associates to assess these needs and perform the Requests for Proposals and construction management of the IT systems. Elert & Associates have now submitted the proposals to the City and have recommended two companies to perform the installations. Those companies are Tero Technologies, Inc. for cabling infrastructure at a cost of \$92,852.00; Entech Sales & Service, Inc. for hardware to support a wireless network at a cost of \$28,184.00 as well as providing network and UPS systems needed to support the computers, security cameras, access points and anything on the network at a cost of \$86,734.00. This item will authorize the City Manager to negotiate contracts with Tero Technologies, Inc. and Entech Sales & Service, Inc. for formal contact approval by the City Council at the July 14, 2014 City Council meeting. Funding for this project will come from the General Fund sales tax windfall, CIED (additional funds from CPS), Community Center, Water and Sewer, and Police State Forfeiture funds. Mayor Riley asked for clarification on the “sales tax windfall” to which City Manager Longoria responded that the windfall is that the City is actually up an unexpected 11% on sales tax revenue. Mr. Longoria added that the contract would lock in this cost.

Mayor Riley called upon the citizens that had previously signed up to speak on this item.

- Al Uvietta – 6923 Sunlight Dr. – passed on speaking at this time.
- Lyn Joseph – 6423 Trotter Ln. – asked that we look into discussing this project being done at a reduced cost.
 - Mr. Longoria responded to Ms. Joseph saying that Elert & Associates and the companies they are recommending were asked to “value engineer” this project so this is the number you get after these companies went through a process which reduced the original cost by about \$35,000.
- Olen Yarnell – 7230 Sulky Ln. – expressed his concerns as a member of the Bond Oversight Committee being allowed to review this type of matter.
 - Mr. Longoria responded by saying that this was an item of discussion on the last Bond Oversight Committee agenda and the committee did concur with the decision.

- Al Uvietta – 6923 Sunlight Dr. – informed everyone that the Bond Oversight Committee Charter and Charge on the committee is one thing and that is to make certain to follow this project and not to get involved in the design. It is their responsibility to ensure that the 7 million dollars are spent in the manner that the citizens voted and to bring any problems with that to the Council and the public.
- David Jordan – 5309 Cilantro Pl. – voiced his concerns on the process and what he calls “free reign” that somebody has and there is no accountability.
- Karl Riemann – 7411 Belmont Pl. – questioned whether or not this was an extra on the contract.
 - Mr. Longoria responded that the contract does have cabling in it. New technology is the reason for the additional funds.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Paul Biever, to adopt Ordinance No. 14-010 as presented. Upon a 3-2 vote with Councilman Benny Martinez and Councilman Carmen Sanchez casting the negative votes, Mayor Riley announced the motion carried.

Public Hearing with attached ordinance to consider Specific Use Permit #2014-272, the operation of a “Birthday/Playroom – Kids Only”, located generally at 6835 Bandera Road in a B-2 (Retail) Zoning District in the Sustainability Overlay District. Memorandum. (K. Flores)

The request was withdrawn and therefore, no public hearing was held. No action.

Public Hearing with attached Ordinance No. 14-011 to consider Zoning Case #2014-393, the rezoning of approximately 14.07 acres of land located generally at 6016, 6312, 6360, and 6400 Grissom Road from the Sustainability Overlay District to the Commercial/Industrial Overlay District within a B-3 (Commercial) Zoning District. M&C 2014-06-09-12 (K. Flores)

Community Development Director Flores and Zoning Commission Chairman Claude Guerra presented this item along with applicant Henry Daughtry, Jr. (Leon Valley Storage) who is acting as agent for Leatrice Hans, Eddie Miller and Susana Guzman in hopes of rezoning of the Sustainability Overlay to the Commercial/Industrial Overlay at the subject noted addresses above. These owners support the Zoning overlays and the goals of beautification and improved design standards, but cannot presently expand without triggering complete conformance with the Sustainability Overlay standards. The businesses are located in a B-3 (Commercial) Zoning District and were allowed by right before the Overlay was initiated. The businesses are presently non-conforming and would not continue to be allowed in the Sustainability Overlay if the Overlay is triggered and so to continue their businesses, and make them better the property owners are requesting rezoning to the Commercial/Industrial Overlay. Overlay changes should be done in groupings of properties and not individually as that is not the nature of an overlay. Thus, this request is appropriate. The property owner of the Leon Valley Storage is proposing a \$1.2 million office/retail center and storage addition in the vacant property. The other property owners involved in the request are also making improvements to their property.

Mayor Riley opened the Public Hearing at 10:00 p.m. and called up those citizens wanting to speak on the item:

- Liz Maloy – 2411 Chenal Pt. – commended the city attorney for his knowledge in the area of zoning.
- Olen Yarnell – 7230 Sulky Ln. – spoke of his concerns with drainage in the areas being discussed in this item.

There being no further public comment, Mayor Riley closed the public hearing at 10:04 p.m.

A motion was made by Councilman Benny Martinez, seconded by Councilman Carmen Sanchez, to adopt Ordinance No. 14-011 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Public Hearing with attached Ordinance No. 14-012 to consider Specific Use Permit #2014-273, the operation of a “Restaurant – Not Completely Enclosed,” located generally at 6430 Bandera Road in a B-2 (Retail) Zoning District in the Sustainability Overlay District. M&C 2014-06-09-13 (K. Flores)

Community Development Director Flores and Zoning Commission Chairman Claude Guerra presented this item as well on behalf of Wing Daddy’s Sauce House who is requesting operation for a restaurant with an open patio at 6430 Bandera Road. A Specific Use Permit (SUP) is required because of the unenclosed patio and the potential for added noise and/or light pollution, and traffic. Wing Daddy’s is proposing \$283,000 in improvements to the site.

Mayor Riley opened the Public Hearing at 10:10 p.m. and called up those citizens wanting to speak on the item:

- Jason Wightman – 16719 Huebner Road – Mr. Wightman along with Sung Song and Brent Anderson are the architects for this project. Mr. Wightman wanted everyone to know they were here if anyone had a question.

There being no further public comment, Mayor Riley closed the public hearing at 10:10 p.m.

A motion was made by Councilman Paul Bieber, seconded by Councilman Benny Martinez, to adopt Ordinance No. 14-012 as presented. Upon a unanimous vote, Mayor Riley announced the motion carried.

Discussion and possible action on the creation of a Beautification Committee for the City of Leon Valley. M&C 2014-06-09-14 (Mayor Chris Riley)

Mayor Riley presented this item at the request of citizens during a Town Hall meeting held in February. Mayor Riley would like the Council to consider creating this committee as a Tier III Ad Hoc Committee.

A motion was made by Councilman Abraham Diaz, seconded by Councilman Paul Bieber, to approve of the creation of the Beautification Committee as requested. Upon a unanimous vote, Mayor Riley announced the motion carried.

Councilman Martinez said he would like to see an award given to citizens and businesses for beautification efforts.

Discussion of the Volunteer Committee appointment process. M&C 2014-06-09-15 (Mayor Chris Riley)

Mayor Riley made a recommendation that Tier II and Tier III return to the one page application form and keep the Tier I application as it is with all the details; Mayor added that as decided this evening, the Council would like to interview all Tier I applicants (new and reappointments); would also like to have the required back ground check removed or amended; would also like to discuss amending the new appointment months of June and January; and would like to discuss performance measure #4.

Councilman Bieber asked that something come back to Council in writing so that all issues could be discussed. Mayor Riley agreed to do that.

Councilman Diaz requests that in the future, if a Councilmember places an item on the agenda they include material to review.

Discussion of the Rules of Conduct for City Council Business Meetings. M&C 2014-06-096-16 (Councilman Sanchez and Councilman Martinez)

Councilman Sanchez suggested that the City Council consider amending these rules to allow citizens the ability to speak on agenda items without all of the current rules.

Councilman Paul Biever made a recommendation that Councilman Carmen Sanchez and Councilman Abraham Diaz work together to draft a revised resolution and bring back their recommended changes at a future meeting. Both members of Council agreed to work together on this task.

Discussion of “topics of discussion” for the Coffee with the Mayor and Council on June 14th; and clarification of what constitutes an “excused vs. unexcused absence” of a Council Member at the Coffee. M&C 2014-06-09-17 (Mayor Chris Riley)

Mayor Riley presented this item to clarify “excused vs. unexcused absence” to which the city attorney said there is no legal implications for the term excused or non-excused.

Mayor Riley asked that any topics of discussion be emailed to the City Secretary by 9:00 a.m. Wednesday in order to get them on the June 14th Coffee agenda.

Staff Information

- a. **Programmed improvement to Raymond Rimkus Park to include prioritization, timeline for completion and formal approval process. (M. Moritz)**
- b. **Update on the 4th of July Celebration. (K. Flores)**
- c. **Update on the Fall Jazz Festival. (K. Flores)**
- d. **Update on status of the Next Door Neighbor Social Networking program being reviewed by the City Council Communications Sub-Committee. (C. Caldera)**
- e. **Update on change in Lions Roar Newsletter (K. Flores)**
- f. **Evers Road Rehabilitation timeline and funding. (D. Dimaline)**

a. Mayor Riley asked Public Works Director Melinda Moritz to report specifically on the itemization or the process of the improvement project. Ms. Moritz reported that \$100,000 was budgeted to make improvements to the park; then the Park Commission concurred that these repairs and improvements needed to be done; the Park Commission brought their recommendations to City Council who then asked the Park Commission to prioritize their recommendations; the Park Commission agreed that what had been originally presented as their recommendation was in order of priority so the Public Works Department went to work on that list. Mayor Riley asked that Ms. Moritz look into whether or not the Park Commission came back to Council for approval to which Ms. Moritz replied that she would.

b. Community Development Director Kristie Flores reported on the 4th of July Celebration saying that the event will kick off at about 8:00 a.m. with the Pioneer Firecracker 5K through the Historical Society followed by the 20th Annual Parade which to date, has about thirty (30) entries. There will be food and beverage booths, the San Antonio Marching Band, a comedian, a magician, an all-female acapella group, story tellers, baton twirlers, prop planes, dog tricks and aerial performers. The evening events will kick off with Finding Friday, and Monte Montgomery. Finally, the fireworks display. All is free to the public. There will be a public meeting to explain and answer questions from citizens who may have concerns about fire safety. Safety first!

c. Community Development Director Kristie Flores reported on the Fall Jazz Festival which is scheduled for October 4th & 5th in the park. Event advertising has begun and is currently on the San Antonio Parks and Recreation webpage as well as on the City's Facebook page. Ms. Flores added that soon Council members will see information about the 1st Annual Humanitarian Award which is something that is done by Mr. Tobias as part of this event. There will also be food vendors but this event is still in the planning stage with more information coming to Council in the near future.

d. Human Resource Director Crystal Caldera reported that she is still waiting for a response to some questions and will report back to Council once she has something to report.

e. Mayor Riley announced that this issue had already been discussed this evening so there was no need for a report.

f. David Dimaline, Assistant Director of Public Works, provided a status report on Evers Rd. He reported that an MPO grant application was submitted last year to reconstruct Evers Rd. from Forest Dell to Huebner Rd. The project was not selected for grant funding. In the meantime, staff will look into repairing parts of Evers Rd. "in-house", and will explore funding opportunities to address the needed street repairs.

City Manager's Report

a. Capital Facilities Monthly Report

b. Monthly Departmental Reports

c. Approved Minutes from Boards, Commission and Committees

d. City Employee News and Updates

e. Future Agenda Items:

- **An ordinance amending the City Code regarding regulations of boarders, commercial businesses and vehicles in R-1 Zoning Districts.**
- **Consideration of a policy regarding the installation of speed bumps in residential areas.**
- **Joint meeting of the Leon Valley City Council, the Leon Valley Chamber of Commerce and the Leon Valley Economic Development Corporation on July 14, 2014.**

City Manager Longoria updated the City Council on the Municipal Facility Capital Expense Report saying that the total revenues are at \$7,368,806 which is pretty much the approved budget for the project. The majority of that is the General Obligation Bond which was approved at \$7 million but we have earned some interest bringing that number to \$7,012,820; Court Technology Funds of \$30,000; Police Forfeiture Funds of \$50,000; Enterprise Funds of \$50,000; Redirect Dedicated Funds (redirected park funds) of \$62,662; and CPS CIED Fund of \$163,324. Expenditures include design fees at \$383,728; Fire Department Lots at \$56,545; surveys at \$21,000; appraisals at \$2,700; legal fees at \$24,402; GeoTech at \$29,045; Data/Security at \$26,748; and construction at \$828,796 bringing the total expenditures to date to \$1,373,004. Mayor Riley asked Mr. Longoria where the \$207,000 for technology mentioned this evening would go to which Mr. Longoria responded that it would be in the regular General Fund because it is not part of the actual bond.

Mr. Longoria continued his report by informing the Council of new hire Jerry Perales. Mr. Perales will fill the position of Code Compliance/Animal Care Officer along with Code Compliance Officer Annette Rodriguez.

Citizens to be heard.

None

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 Local Government Code, such as: expressions of thanks, congratulations or condolences, 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.

Councilman Abraham Diaz asked that staff look into the “temporary meter loop” at the veterinary clinic. Councilman Diaz also congratulated his wife who won the NBA Cares Challenge which will give the school she works at \$50,000 to make improvements at their library along with items donated by the San Antonio SPURS.

Mayor Riley thanked Councilman Carmen Sanchez for arranging a meeting between the two of them along with the City Manager to meet with the San Antonio Metropolitan Health Director to explore some grants for the pool.

Mayor Riley then asked that the community keep longtime resident Rene Baird in their prayers.

Adjournment

A motion was made by Councilman Abraham Diaz, seconded by Councilman Paul Biever, to adjourn the June 9th, 2014 Regular City Council Meeting at 11:25 p.m. Upon a unanimous vote, Mayor Riley announced the meeting adjourned at 11:25 p.m.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

CITY OF LEON VALLEY



COFFEE WITH THE MAYOR AND CITY COUNCIL

Leon Valley Conference Center
6427 Evers Road, Leon Valley, Texas 78238
Saturday, June 14, 2014

MINUTES

The Leon Valley City Council hosted a citizen meeting at the Conference Center on Saturday, June 14, 2014.

Mayor Pro-Tem Paul Biever called the meeting to order at approximately 9:00 a.m.

All members of Council were present with the exception of Mayor Riley who was excused due to a previously scheduled out of state trip. City Manager Longoria and Human Resources Director Caldera were also in attendance.

No action was taken at the meeting.

Mayor Pro-Tem Biever adjourned the meeting at approximately 11:00 a.m.

APPROVED

CHRIS RILEY
Mayor

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

CITY OF LEON VALLEY



CITY COUNCIL SPECIAL MEETING

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, Texas 78238
Monday, June 30, 2014

MINUTES

The City Council of the City of Leon Valley, Texas met on the 30th day of June, 2014 at 5:33 p.m. at the Leon Valley City Council Chambers located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business.

SPECIAL CITY COUNCIL MEETING

Call to order.

Mayor Riley called the Special City Council Meeting to order at 5:33 p.m.

Mayor Riley asked that the minutes reflect that the following members of City Council were present: Councilman Ricardo Ruiz, Carmen Sanchez, Abraham Diaz, Benny Martinez and Paul Bieber.

City Manager Manuel Longoria, Jr., City Secretary Sandra Passailaigue and Economic Development Director Claudia Mora were also present.

The City Council shall meet in Executive Session under Texas Government Code §551.074 *Personnel Matters* to discuss the following:

Interviews for Tier I Board Appointments:

- **LVEDC**
 - **5:30 p.m. – Mike McCarley**
 - **5:45 p.m. – Claude Guerra**
 - **6:00 p.m. – Patricia Manea**
 - **6:15 p.m. – Dr. Georgia Zannaras**

The City Council convened into Executive Session at 5:34 p.m.

Reconvene into Open Session and take action on issues discussed in Executive Session if necessary.

The City Council reconvened at 7:26 p.m.

A motion was made by Councilman Carmen Sanchez, seconded by Councilman Paul Bieber, to re-appoint Claude Guerra, Mike McCarley and Dr. Georgia Zannaras to the Leon Valley Economic Development Corporation for a term expiring September 30, 2015. Upon a unanimous vote, Mayor Riley announced the motion carried.

Adjournment

Mayor Riley announced the meeting adjourned at 7:27 p.m.

APPROVED

ATTEST

CHRIS RILEY
MAYOR

SAUNDRA PASSAILAIGUE
CITY SECRETARY

MAYOR AND COUNCIL COMMUNICATION

M&C # 2014-07-14-02

DATE: JULY 14, 2014
TO: MAYOR AND CITY COUNCIL
FROM: Sandra Passailaigue, City Secretary
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Resolution No. 14-012R Re-appointment of LVEDC members.

PURPOSE

This item was placed on the City Council agenda to allow for the ratification of the re-appointment of members of LVEDC Board as made by City Council during a Special City Council meeting held on June 30, 2014. The LVEDC had three (3) positions to fill with interviews being requested by Council. Four applicants were interviewed on June 30, 2014. Those applicants were: Mike McCarley, Claude Guerra, Patricia Manea and Dr. Georgia Zannaras.

APPROVED: _____ DISAPPROVED: _____

COMMENTS OR DIRECTION GIVEN OR ACTION TAKEN

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING MEMBERS TO THE LEON VALLEY ECONOMIC DEVELOPMENT BOARD OF DIRECTORS.

WHEREAS, The City of Leon Valley deemed it necessary to create boards, commissions and committees composed of volunteers from the community to perform specific functions for the City.

WHEREAS, these boards, commissions and committees are invaluable to the City Council for their expertise, insight, and dedication to the City of Leon Valley.

WHEREAS, the City Council of Leon Valley empowers these boards, commissions and committees to make decisions affecting the citizens and the future of the City.

WHEREAS, the individuals currently filling the boards, commissions and committees have performed admirably and honestly for the benefit of the City of Leon Valley and its citizens.

WHEREAS, the City Council formally re-appoints and sets the term for the following individuals to the Leon Valley Economic Development Corporation:

LEON VALLEY ECONOMIC DEVELOPMENT BOARD OF DIRECTORS

Member – Place 3	Claude Guerra, III	Immediate – September 30, 2015
Member – Place 5	Mike McCarley	Immediate – September 30, 2015
Member – Place 7	Dr. Georgia Zannaras	Immediate – September 30, 2015

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

That the appointments of the aforementioned individuals to their respected board and term for each individual become effective immediately.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 14th day of July, 2014.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

DATE: JULY 14, 2014

M&C: 2014-07-14-03

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ELECTRIC LINE RIGHT OF WAY AGREEMENT WITH CPS ENERGY, TO GRANT A 28 FOOT WIDE ELECTRIC LINE EASEMENT AT 6300 EL VERDE ROAD, A 0.105 ACRE PARCEL OF LAND OUT OF LOT 105, CB 5955, LEON VALLEY RANCHES SECOND FILING SUBDIVISION, FOR THE PURPOSE OF PROVIDING ELECTRICAL SERVICE TO THE NEW FIRE STATION.

PURPOSE

In order to provide electrical service to the new fire station, the City will need to agree to provide a 28-foot wide by 162.86-foot long electrical line easement at 6300 El Verde Road. This can be accomplished by allowing the City Manager to enter into the attached agreement with CPS Energy.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends approval of this agreement.

S.E.E IMPACT STATEMENT

Social Equity – This project will provide improved and more efficient services to all the citizens of Leon Valley, regardless of ethnicity, religion, age, or gender.

Economic Development – This project provides more efficient service to businesses and will improve the City’s public image.

Environmental Stewardship – The construction and remodeling will increase energy efficiency and improve health and safety, by removing outdated building insulation, materials, asbestos, plumbing, and electrical devices and services.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ELECTRICAL LINE RIGHT OF WAY AGREEMENT WITH CPS ENERGY TO GRANT A 28 FOOT WIDE ELECTRIC LINE EASEMENT AT 6300 EL VERDE ROAD, ON A 0.105 ACRE PARCEL OF LAND OUT OF LOT 105, CB 5955, LEON VALLEY RANCHES SECOND FILING SUBDIVISION, FOR THE PURPOSE OF PROVIDING ELECTRICAL SERVICE TO THE NEW FIRE STATION.

WHEREAS, the City of Leon Valley's qualified voters authorized the issuance of General Obligation Bonds in the amount of \$7 million in the May 2012 Bond election, for projects related to Municipal Facilities Capital Improvement Project; and

WHEREAS, a new fire station is part of the capital improvements; and

WHEREAS in order to bring electrical service to the new fire station, an electrical line easement is needed;

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

1. That the City Manager be authorized to enter into an Electrical Line Right-of-Way Agreement with CPS Energy, said right-of-way being a 0.105 acre parcel of land out of Lot 105, CB 5955, Leon Valley Ranches Second Filing Subdivision, located at 6300 El Verde Road.
2. This ordinance shall become effective on and after its passage, approval, and publication, as prescribed by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 14th day of July, 2014.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
CHARLES E. ZECH
City Attorney

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS ANY INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

ELECTRIC LINE RIGHT-OF-WAY AGREEMENT

STATE OF TEXAS §
 § KNOW ALL MEN BY THESE PRESENTS:
COUNTY OF BEXAR §

That CITY OF LEON VALLEY, A MUNICIPAL CORPORATION (“Grantor”), acting by and through its duly authorized officers, for and in consideration of One Dollar (\$1.00) and other good and valuable consideration in hand paid by the CITY PUBLIC SERVICE BOARD OF SAN ANTONIO, a Municipal Board of the CITY OF SAN ANTONIO, in Bexar County, Texas, created pursuant to the authority contained in § 1502.070 of the Texas Government Code, and its predecessor statute; the receipt and sufficiency of which is hereby acknowledged and confessed, has granted, sold and conveyed and by these presents does grant, sell and convey unto the CITY OF SAN ANTONIO, as a part of its electric and gas system, (“Grantee”), whose mailing address is P. O. Box 1771, San Antonio, Texas 78296, an easement and right-of-way for overhead and underground electric transmission and distribution lines consisting of variable numbers of wires and cables, conduits, and all necessary or desirable appurtenances at or near the location, and along the general course now located and staked out by Grantee, across, under and upon the following described land located in Bexar County, Texas, to-wit:

Being 0.105 of one acre out of Lot 105, County Block 5955, Leon Valley Ranches, Second Filing Subdivision, as shown by amending plat recorded in Volume 9667, Page 45, Deed and Plat Records, Bexar County, Texas. Said Lot 105 being comprised of Lots 54 – 57, inclusive, County Block 5955, Leon Valley Ranches Second Filing Subdivision, as shown by replat recorded in Volume 3025, Pages 319 and 320 and being described as 1.7437 acres in deed recorded in Volume 16559, Page 253, Official Public Records of Real Property, Bexar County, Texas.

Said easement and right-of-way being more particularly described and shown by metes and bounds and drawing marked Exhibits “A” and “B”, attached hereto and made a part hereof.

Together with the right of ingress and egress over its adjacent lands and along said right-of-way for the purpose of constructing, reconstructing, inspecting, patrolling, installing underground cables, conduits, erecting poles, hanging wires on, maintaining and removing said lines and appurtenances; the right to relocate along the same general direction of said lines; the right to remove from said lands by standard industry practices employed in vegetation management, all trees, and parts thereof, any vegetation or obstructions which endanger or may interfere with the efficiency of said lines or appurtenances thereto, and Grantor agrees that no building or structure of any kind will hereafter be erected or placed by Grantor, its successors and

TO HAVE AND TO HOLD the above described easement and rights unto Grantee, its successors and assigns, until the use of said easement by Grantee shall be permanently abandoned.

And Grantor does hereby bind itself, its successors and assigns, to warrant and forever defend all and singular the above described easement and rights unto Grantee, its successors and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof.

SIGNED TO BE EFFECTIVE this _____ day of _____, 2014.

CITY OF LEON VALLEY,
A MUNICIPAL CORPORATION

BY: _____

NAME: _____

TITLE: _____

STATE OF TEXAS §
 §
COUNTY OF BEXAR §

This instrument was acknowledged before me on this _____ day of _____, 2014, by _____, _____, on behalf of CITY OF LEON VALLEY, A MUNICIPAL CORPORATION.

Notary Public, State of TEXAS

**METES AND BOUNDS
FOR A
28-FOOT WIDE ELECTRIC EASEMENT**

A 0.105 acres (4,559 square feet) tract of land, out of Lot 105, County Block 5955, **LEON VALLEY RANCHES, SECOND FILING SUBDIVISION**, recorded in Volume 9667, Page 45 of the Deed and Plat Records of Bexar County, Texas, and being more particularly described as follows:

BEGINNING: from the North corner of said Lot 105, said point being in the Southeast Right-of-Way line of **EL VERDE ROAD**, for the North corner of this tract;

THENCE: S 52°44'54" E, departing from the Southeast Right-of-Way line of said **EL VERDE ROAD**, and following along the Northerly line of said Lot 105, a distance of 162.86 feet to the East corner of this tract;

THENCE: S 37°15'06" W, into the interior of said Lot 105, a distance of 28.00 feet to the South corner of this tract;

THENCE: N 52°44'54" W, a distance of 162.78 feet to a point on the Southeast Right-of-Way line of said **EL VERDE ROAD** and the Northwest line of said Lot 105, for the West corner of this tract;

THENCE: N 37°05'20" E, with and along the Southeast Right-of-Way line of said **EL VERDE ROAD** and the Northwest line of said Lot 105, a distance of 28.00 feet to the **POINT OF BEGINNING**, and containing 0.105 acres of land, more or less.

See attached survey plat.
Job Number: 14005

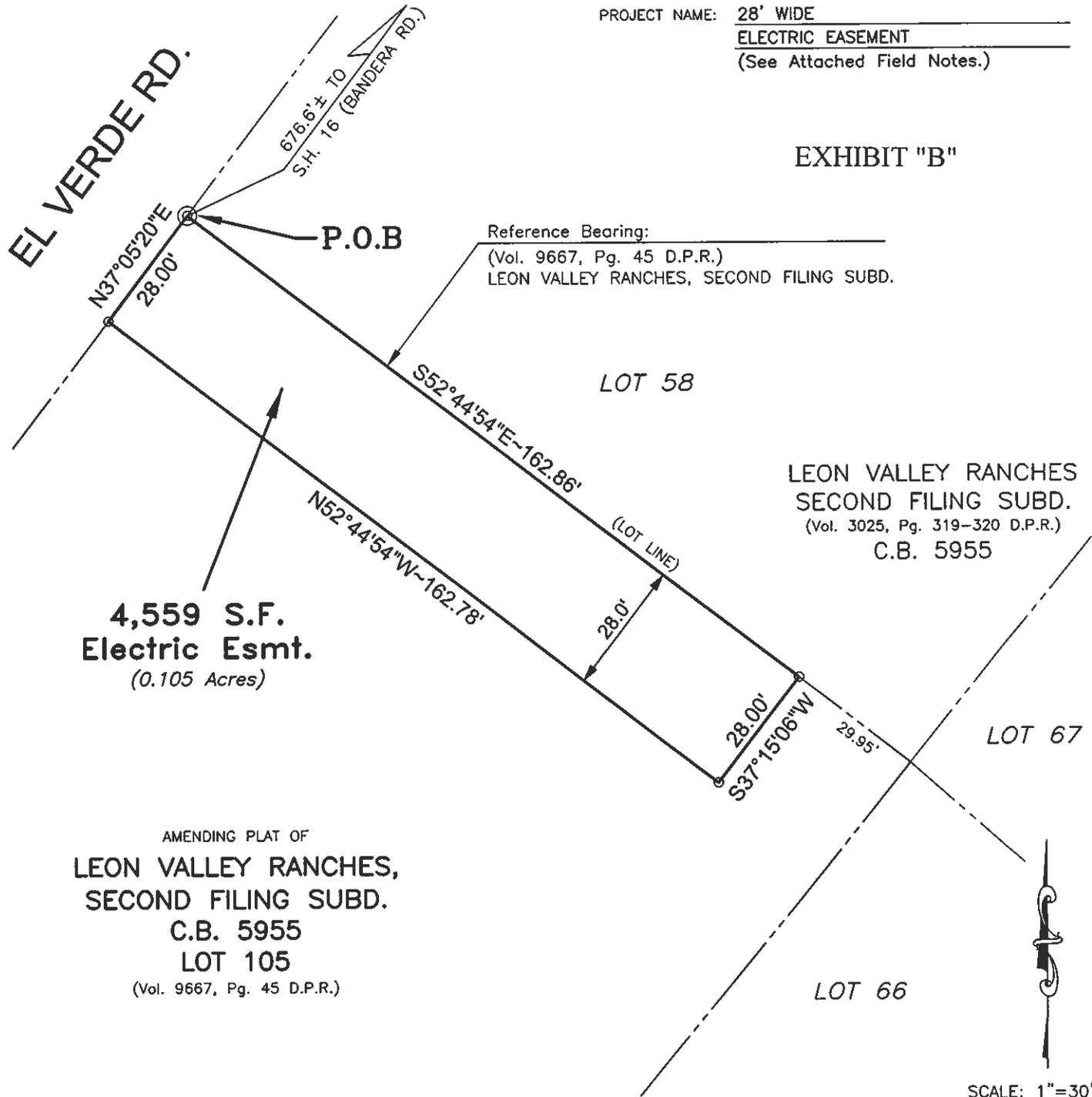



Sia Sayyadi
RPLS No. 5451
April 18, 2014

EXHIBIT "A"

PROJECT NAME: 28' WIDE
ELECTRIC EASEMENT
 (See Attached Field Notes.)

EXHIBIT "B"



4,559 S.F.
Electric Esmt.
 (0.105 Acres)

AMENDING PLAT OF
LEON VALLEY RANCHES,
SECOND FILING SUBD.
C.B. 5955
LOT 105
 (Vol. 9667, Pg. 45 D.P.R.)

LEON VALLEY RANCHES
SECOND FILING SUBD.
 (Vol. 3025, Pg. 319-320 D.P.R.)
C.B. 5955

SCALE: 1"=30'

LOCATION: 676.6± Southwest of South Intersection of S.H. 16 & El Verde Rd., Bexar County, Texas

Sia Sayyadi

SIA SAYYADI
 REGISTERED PUBLIC LAND SURVEYOR #5451



SIA ENGINEERING, INC.

6977 SAN PEDRO AVE.
 SAN ANTONIO, TEXAS 78216-6245
 (210) 341-5500 FAX (210) 308-0662

FIELD WORK	DATE	BY
DRAFTING	04/18/14	K.F.K.
REVISED		

J.O. #14005

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-07-14-04

DATE: JULY 14, 2014
TO: MAYOR AND CITY COUNCIL
FROM: Sandra Passailaigue, City Secretary
THROUGH: Manuel Longoria, Jr., City Manager
SUBJECT: Appointment to the Bond Oversight Committee

PURPOSE

This item was placed on the City Council agenda at the request of Councilman Diaz and Councilman Biever pursuant to Resolution No. 2014R-01-13-01.

Attachments:

E-mail requesting the item.
Proposed Draft Resolution

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Manny Longoria

From: Paul Bieber <paul.bieber@gmail.com>
Sent: Tuesday, July 08, 2014 3:30 PM
To: Manny Longoria
Subject: Request from GOC Chairman

Mr. Longoria:

As requested by Mr. Pedro Esquivel, Chairman of the Bond Oversight Committee, I am officially requesting that the Agenda for the July 14, 2014 City Council Meeting include the appointment of Mr. Jack Dean to this Committee.

The Parks Commission Chairman, Bert Thomas, has requested that new appointees be made ASAP since they cannot get a quorum for their meetings. Please include this item (Park Commission board appointments) on the Agenda for the July 14, 2014 City Council Meeting.

Paul Bieber, Place 5

Manny Longoria

To: Abraham Diaz
Subject: RE: Request from GOC Chairman

From: Abraham Diaz
Sent: Tuesday, July 08, 2014 4:35 PM
To: Manny Longoria
Subject: Re: Request from GOC Chairman

Manny,

Please make the necessary actions to put both request in the email to be added to the July 14, 2014 City Council agenda.

Abraham

Sent from my iPad

On Jul 8, 2014, at 3:33 PM, "Manny Longoria" <m.longoria@leonvalleytexas.gov> wrote:

From: Paul Bieber [<mailto:paul.bieber@gmail.com>]
Sent: Tuesday, July 08, 2014 3:30 PM
To: Manny Longoria
Subject: Request from GOC Chairman

Mr. Longoria:

As requested by Mr. Pedro Esquivel, Chairman of the Bond Oversight Committee, I am officially requesting that the Agenda for the July 14, 2014 City Council Meeting include the appointment of Mr. Jack Dean to this Committee.

The Parks Commission Chairman, Bert Thomas, has requested that new appointees be made ASAP since they cannot get a quorum for their meetings. Please include this item (Park Commission board appointments) on the Agenda for the July 14, 2014 City Council Meeting.

Paul Bieber, Place 5

July 8, 2014

Mr. Longoria

In keeping with the mayor's interest to appoint interested and qualified citizens to the various committees I have a request to make and would appreciate your assistance in bringing my request to the mayor's attention. My request is that the mayor consider appointing Mr. Jack Dean to the Bond Oversight Committee.

There is no question about Mr. Dean's commitment to the interests of our citizens and the BOC mandate. We certainly value the interest and experience of Mr. Dean were considered when the mayor first appointed Mr. Dean as liaison of the City Council and the BOC. His wise counsel and guidance has proven to be invaluable while serving on the BOC and will continue to be a great asset to our committee upon his reappointment. I believe Mr. Dean's appointment is consistent with the mayor's interest for greater citizen participation on city committees.

Thank you
C. J. Quinn

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING JACK DEAN TO THE LEON VALLEY BOND OVERSIGHT COMMITTEE.

WHEREAS, The City of Leon Valley deemed it necessary to create boards, commissions and committees composed of volunteers from the community to perform specific functions for the City.

WHEREAS, these boards, commissions and committees are invaluable to the City Council for their expertise, insight, and dedication to the City of Leon Valley.

WHEREAS, the City Council of Leon Valley empowers these boards, commissions and committees to make decisions affecting the citizens and the future of the City.

WHEREAS, the individuals currently filling the boards, commissions and committees have performed admirably and honestly for the benefit of the City of Leon Valley and its citizens.

WHEREAS, the City Council formally appoints and sets the term for the following individuals to their respected board or commission:

BOND OVERSIGHT COMMITTEE

Jack Dean

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

That the appointments of the aforementioned individuals to their respected board, commission or committee and term for each individual become effective immediately.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 14th day of July, 2014.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C #2014-07-14-05

DATE: JULY 14, 2014

TO: MAYOR AND CITY COUNCIL

FROM: Sandra Passailaigue, City Secretary

THROUGH: Manuel Longoria, Jr., City Manager

SUBJECT: Appointments to the Leon Valley Zoning Commission

PURPOSE

The Leon Valley Zoning Commission has three positions for re-appointment and those positions are Commissioner 2, Hal Burnside; Commissioner 5, Phyllis McMillan; and Commissioner 6, Nicole Monsibais. Each of these members have resubmitted their application for Council review.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends re-appointing the three Commissioners to enable the Zoning Commission to function as they should and continue to recruit applicants for the other three vacancies.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

A RESOLUTION OF THE CITY OF LEON VALLEY CITY COUNCIL APPOINTING MEMBERS TO THE LEON VALLEY ZONING COMMISSION FOR A TERM EXPIRING MAY 31, 2016.

WHEREAS, The City of Leon Valley deemed it necessary to create boards, commissions and committees composed of volunteers from the community to perform specific functions for the City.

WHEREAS, these boards, commissions and committees are invaluable to the City Council for their expertise, insight, and dedication to the City of Leon Valley.

WHEREAS, the City Council of Leon Valley empowers these boards, commissions and committees to make decisions affecting the citizens and the future of the City.

WHEREAS, the individuals currently filling the boards, commissions and committees have performed admirably and honestly for the benefit of the City of Leon Valley and its citizens.

WHEREAS, the City Council formally appoints and sets the term for the following individuals to their respected board or commission:

ZONING COMMISSION

Commissioner Place 2	_____	Immediate – May 31, 2016
Commissioner Place 5	_____	Immediate – May 31, 2016
Commissioner Place 6	_____	Immediate – May 31, 2016

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

That the appointments of the aforementioned individuals to their respected board, commission or committee and term for each individual become effective immediately.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 14th day of July, 2014.

A P P R O V E D

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-07-14-06

DATE: July 14, 2014

TO: MAYOR AND CITY COUNCIL

SUBJECT: Movies in the Park

PURPOSE

This is a request by Councilmembers Ricardo Ruiz and Paul Biever requesting support for City involvement in a "Movies at Rimkus Park" event. Councilmember Ruiz was approached by State Representative Justin Rodriguez about developing a partnership to create this event. City Staff will be seeking direction from the City Council on this item.

FISCAL IMPACT

Staff estimates the cost for the event at approximately \$1,000. It is our understanding that the Office of Justin Rodriguez may contribute 50% of the cost. Therefore, the estimated cost to Leon Valley will be approximately \$500. Funds are not budgeted for this item; however, staff can identify funding should the City Council approve the request.

S.E.E IMPACT

Social Equity – Not applicable.

Environmental Stewardship – Not applicable.

Economic Development – Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Manny Longoria

From: Ricardo Ruiz
Sent: Wednesday, July 09, 2014 12:55 PM
To: Manny Longoria
Subject: Movies In The Park

I have been approached by the offices of State Rep Justin Rodriguez work in conjunction with the City of Leon Valley to have Movies in Park night at Rimkus park. I am requesting to be put on the agenda for the next meeting. Please contact me for any questions. Thank You.

Sent from my iPad

Manny Longoria

From: Paul Bieber <paul.bieber@gmail.com>
Sent: Wednesday, July 09, 2014 2:09 PM
To: Manny Longoria
Subject: movies in the park

Mr. Longoria: I am requesting that the possibility of having movies at night in Rimkus Park be added to the July 14, 2014 City Council Meeting Agenda.

Paul Bieber, Place 5

MAYOR AND COUNCIL COMMUNICATION

M&C # 2014-07-14-07

DATE: JULY 14, 2014
TO: MAYOR AND CITY COUNCIL
SUBJECT: CONSIDER ACTION ON AN ORDINANCE OF THE CITY OF LEON VALLEY CITY COUNCIL APPROVING THE ADOPTION OF THE CITY OF LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION INVESTMENT POLICY AND STRATEGY AND DESIGNATING THE LVEDC BOARD PRESIDENT, VICE PRESIDENT AND TREASURER AS INVESTMENT OFFICERS

PURPOSE

The purpose of this M&C is to support the adoption of the City of Leon Valley Economic Development Corporation Investment Policy and Strategy and the designation of the LVEDC Board President, Vice President and Treasurer as Investment Officers, as adopted by LVEDC Resolution #2014-0021 by the LVEDC at their regular monthly Board of Directors meeting on June 25th.

The LVEDC’s policy is modeled after the City of Leon Valley’s Investment Policy and Strategy. It was reviewed by Linda Patterson of Patterson & Associates, the financial advisors to the LVEDC. The policy outlines the practice and procedures the LVEDC will take to ensure safe investment of the public funds collected by the 1/8 of one percent sales tax.

The Public Funds Investment Act requires that the governing body of an investment entity approve by order, ordinance or resolution, as appropriate, an investment strategy and policy regarding the investment of its funds, as well as the designation of Investment officers. The LVEDC Board of Directors adopted such by resolution on June 25th. The LVEDC Board of Directors seeks ratification by the City Council via ordinance.

All quarterly reports and annual review regarding the investment policy and strategy will be forwarded to the City Council after the LVEDC Board of Directors has received and accepted the reports and review from the designated Investment Officers and staff.

This item supports the approved Strategic Goals for 2013-2014. Specifically:
Goal 1. Align City Resources to meet City Council Objectives/Expectations
Goal 3. Strengthen Communications to the Community
Goal 5. Establish Organization Culture to Spur Economic Development

FISCAL IMPACT

There is no fiscal impact.

S.E.E. IMPACT

Social – None.
Economic – To provide a diverse and versatile business environment that supports a healthy economy by engaging in open dialogue on issues and matters which affect the conduct of economic development in Leon Valley.
Environmental – Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION #2014-0021

A RESOLUTION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) APPROVING THE CITY OF LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION INVESTMENT POLICY AND STRATEGY

WHEREAS, the mission of the Leon Valley Economic Development Corporation is to promote businesses within the City or businesses relocating into the City; and

WHEREAS, the mission of the Leon Valley Economic Development Corporation also supports improvements to businesses which will improve sales tax generation and attract other businesses to the City; and

WHEREAS, the LVEDC Board of Directors wishes to adopt an investment policy and strategy to maximize the value of the funds in the bank; and

WHEREAS, an investment policy and strategy are meant to assist the LVEDC Board of Directors in protecting and investing the funds of the LVEDC and provide a means to report the actions of the Board with regard to the funds; and

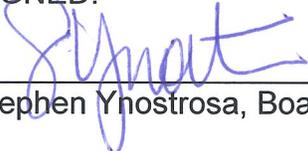
WHEREAS, adoption of an investment policy and strategy is important in maintaining the integrity and reputation of the organization and its operations;

NOW THEREFORE, BE IT RESOLVED by the Leon Valley Economic Development Corporation of the City of Leon Valley, that:

1. The Board approves the City of Leon Valley Economic Development Corporation Investment Policy and Strategy attached to this resolution as Attachment A.
2. The Board approves the designation of the LVEDC Board President, Vice President and Treasurer as Investment Officers, and authorizes the Investment Officers with the management and responsibility for the investment program.

PASSED AND APPROVED by the Leon Valley Economic Development Corporation this **25th day of June 2014**.

SIGNED:



Stephen Ynostrosa, Board President

ATTEST:



David J. Gannon, Board Secretary

ATTACHMENT A

**City of Leon Valley
Economic Development Corporation
Investment Policy and Strategy**

DRAFT

May 2014

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I. PURPOSE

A. Introduction

This investment policy documents policies and procedures to be followed by the City of Leon Valley Economic Development Corporation (LVEDC), to ensure the safe investment of public funds. This policy will be reviewed by the LVEDC Board of Directors annually. At such time, the LVEDC Board of Directors will adopt by resolution the Policy and Strategy (1) stating that the investment policy and strategy have been reviewed and (2) enumerating the changes to be made to the policy. The LVEDC Board of Directors will then present the policy to the City of Leon Valley City Council for their consideration and adoption by ordinance.

B. Statutory Authority

This policy serves to satisfy the statutory requirements of defining and adopting a formal investment policy and strategy in accordance with the Public Funds Investment Act, Article 342a-2 V.T.C.S (the "Act").

C. Scope

This investment policy applies to all financial assets of the LVEDC.

II. OBJECTIVES

The LVEDC's investment program will be conducted to accomplish the following objectives, listed in priority order:

A. Safety

The primary objective of the LVEDC'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 LVEDC's investment portfolio will remain sufficiently liquid to enable the LVEDC 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 LVEDC to invest on a buy and hold basis.

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 LVEDC has deliberately established a low risk threshold to protect its financial resources and ensure that cash is available

when needed. The LVEDC 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.

III. STANDARDS OF CARE

A. Prudence

The standard of care used by the LVEDC shall be the "prudent person" standard which shall be applied in the context of managing the overall portfolio within the applicable legal constraints. "Investments shall be made with judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

All participants in the investment process shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transactions that might impair public confidence in the LVEDC's ability to govern effectively. The LVEDC Board of Directors recognizes that in maintaining a diversified portfolio, occasional measured unrealized losses due to market volatility are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

B. Ethics and Conflicts of Interest

Investment officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or that which could impair their ability to make impartial investment decisions. Investment Officers and subordinate employees shall disclose any material interests in financial institutions or broker/dealer firms with which they conduct business. They shall further disclose any personal investment positions that could be related to the performance of the investment portfolio. Investment Officers and subordinate employees shall refrain from undertaking personal investment transactions with the same individual(s) with whom business is conducted on behalf of the LVEDC. Investment Officers with personal/business relationships within two levels of blood or marriage shall disclose the relationship to the LVEDC Board and the Texas Ethics Commission.

C. Delegation of Authority

Management responsibility for the investment program is delegated to the LVEDC Board President, Vice President and Treasurer by Board resolution. These Investment Officers are responsible for the day-to-day administration of the investment program. No person may engage in investment transactions except as provided under the terms of this policy.

D. Training

Investment Officers shall attend at least one training session related to their duties as Investment Officers within 12 months of assuming office; a training session not less than once in a two-year

fiscal year period that begins on the first day of the City of Leon Valley Economic Development Corporation's fiscal year and consists of the two consecutive years after that date; each training session shall contain not less than 10 hours of training. This training must include education in investment controls, security risks, strategy risks, market risks and compliance with the Public Funds Investment Act. The training provider must be an independent provider approved by LVEDC Board of Directors. The LVEDC Board of Directors hereby authorizes the following entities to serve as qualified training providers for the LVEDC:

1. The Texas Municipal League, or any of its affiliate organizations;
2. The Government Treasurers Organization of Texas;
3. The Government Finance Officers Association;
4. The State of Texas, Comptroller's Office, or any other department/division of the State of Texas;
5. The University of Texas at Austin, or any other public University or College of higher education in Texas;
6. Investment pool administrators to include LOGIC, Texpool and Lone Star Investment Pool; and

E. Indemnity

Investment Officers and subordinate employees, acting in accordance with the provisions of this investment policy, shall not be held personally liable for a specific security's credit risk or market price change, provided that any unexpected deviations are reported in a timely manner and that appropriate action is taken to control adverse developments.

IV. AUTHORIZED INVESTMENTS

A. Investment Types

Only the following investments are permitted under this policy, in compliance with the Public Funds Investment Act:

1. Fully FDIC insured depository certificates of deposit issued by state and national banks or savings banks doing business in the State of Texas not to exceed two years to maturity.
2. Share certificates of state or federal credit unions doing business in Texas and insured by the National Credit Union Administration Insurance Fund not to exceed two years to maturity.
3. Obligations of the U.S. Government (Treasuries) or its agencies or instrumentalities, excluding mortgage-backed securities, and not to exceed three years to stated maturity.
4. Debt obligations of the any US state or local political subdivisions of any US state having been rated as investment quality by a nationally recognized investment rating firm, and having received a rating of not less than "A" or its equivalent not to exceed two years to

maturity.

5. Repurchase Agreements. Repurchase agreements that are collateralized to 102% by U.S. Treasuries or Agencies including mortgage-backed securities and CMOs which pass the bank test.
6. Constant dollar Texas Local Government Investment Pools that meet the following criteria:
 - a. provides an offering circular or other similar disclosure instrument and provide monthly transaction reporting.
 - b. is created to function as a money market mutual fund marking its portfolio to market daily, including in its investment objectives the maintenance of a stable net asset value of \$1 for each share and continuously rated no lower than "AAA" or equivalent by at least one nationally recognized rating service.
7. **Money Market Mutual Funds.** AAA-rated, money market mutual funds if the fund:
 - a. Is registered with and regulated by the Securities and Exchange Commission (SEC);
 - b. Provides a prospectus and other information required by federal law.
 - c. Invests exclusively in U.S. Treasuries or Agencies and/or repurchase agreements fully collateralized by such obligations;
 - d. Has a dollar-weighted average stated maturity of 60 days or less; and
 - e. Includes in its investment objectives the maintenance of a stable net asset value of \$1 per share;
 - f. Is lawfully insured, interest bearing accounts of any bank doing business in Texas.

Delivery versus Payment

All security transactions will occur on a delivery versus payment (DVP) basis. All securities will be safe-kept at the LVEDC banking services depository and broker safekeeping is prohibited. With DVP, LVEDC funds shall not be released until verification has been made that the purchased security has been received by the banking services depository acting as safekeeping agent. The security shall be held on behalf of the LVEDC. The safekeeping agent's shall record the LVEDC's ownership of the securities. The original copy of all safekeeping receipts shall be delivered to the LVEDC and maintained.

B. Prohibited Investments

LVEDC Investment Officers and employees are prohibited from investing in the following instruments which are strictly prohibited by the Public Funds Investment Act:

1. Interest Only MBS. Mortgage obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;

2. Principal Only MBS. Mortgage obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations (CMO) that have a stated final maturity date of greater than ten years; and
4. Inverse MBS. Collateralized mortgage obligations whereby the interest rate is determined by an index that adjusts opposite to the changes in a market index.

C. Maximum Maturity and Weighted Average Maturity

The LVEDC intends to match the holding period of investment funds with liquidity needs of the LVEDC. In no case will the maximum dollar-weighted average maturity of the portfolio of the LVEDC exceed one year.

The maximum final stated maturity of any investment shall not exceed three years.

The Investment Officers will monitor rating changes in Investment acquired with public funds that require a minimum rating on no less than a monthly basis. A decreased rating will be disclosed to the Board within three days and the Investment Officers shall take all prudent measures consistent with the investment policy to liquidate an investment that does not have the minimum rating thereby making that investment an unauthorized investment. The Investment Officers will advise the Board of the recommendation for liquidation.

D. Benchmark

The risk benchmark of the LVEDC's investment portfolio will be the one-year U.S. Treasury Bill which represents the authorized investments and the maximum weighted average maturity of the portfolio. The benchmark is used as a basis to determine the amount of risk being taken is appropriate to the Policy and LVEDC.

V. SELECTION OF BANKS AND DEALERS

The LVEDC will only purchase investments from financial institutions, pools and broker/dealer firms as approved by the LVEDC Board of Directors. The Board will approve the list of authorized broker/dealers on an annual basis.

All banking institutions, pools and brokers/dealers are required to submit a LVEDC Policy Certification signed by a qualified representative of the firm stating that the LVEDC's investment policy has been reviewed and that reasonable procedures and controls are in place to preclude unauthorized investment transactions (Appendix A). Transactions are unauthorized unless this certification is on file with the LVEDC and the City of Leon Valley. Material changes to the policy will require recertification.

A. Depository

1. **Banking Services.** The banking services depository shall be selected through the LVEDC's banking service procurement process, which shall include a formal request for proposals (RFP) at least every five years. In selecting the banking services depository, the LVEDC and the City of Leon Valley staff liaison shall evaluate the fees, earnings potential and credit worthiness of the institution. No more than the FDIC insured amount may be held in the banking services depository at any time.

Other banking institutions may be used for time and demand deposits under FDIC insurance coverage only.

2. **Insurability.** All depositories shall provide evidence that deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Share certificates shall be fully insured by the National Credit Union Administration Insurance Fund.

B. Investment Broker/Dealers

Any broker/dealer may be authorized for use by the LVEDC if the broker/dealer is:

1. included on the Federal Reserve Bank of New York's list of primary government securities dealers or is a regional dealer;
2. is registered with the State of Texas State Securities Board;
3. is regulated by the Financial Industry Regulatory Authority (FINRA);
4. provides its FINRA CRD number for annual review by the investment officer.

VI. FDIC Insurance

A. Insurance

All time and demand deposits in banks shall be fully insured by the FDIC. As a public corporation the LVEDC is not authorized to be collateralized.

VII. REPORTING REQUIREMENTS

A. Quarterly Reports

Not less than quarterly, the Investment Officers shall prepare and submit to the LVEDC Board of Directors, an investment report that describes in detail the investment position of the LVEDC as of the date of the report. These reports will be prepared to allow the LVEDC Board of Directors to ascertain whether investment activities have conformed to the LVEDC's investment policy in accordance with law. After the LVEDC Board of Directors has received, reviewed and accepted the quarterly investment report, a copy will be forwarded to the City of Leon Valley City Council.

Quarterly investment reports will summarize recent market conditions, economic developments and anticipated investment conditions. Reports must be signed and dated by the Investment Officers and must contain the following statement: "This report is in full compliance with the investment strategies as established by the City of Leon Valley Economic Development Corporation Investment Policy and Strategy, and the Public Funds Investment Act."

At a minimum, quarterly reports submitted to the LVEDC Board of Directors will include the following:

1. A summary statement of investment activity for each pooled fund group prepared in compliance with Generally Accepted Accounting Principles (GAAP) to include fully accrued interest for the reporting period. The summary shall also state:
 - a. Beginning market and amortized book value for the reporting period;
 - b. Additions and changes to the market value during the period;
 - c. Ending market and amortized book value for the reporting period;
 - d. Accrued interest and total earnings for the period;
 - e. Period yield for the portfolio compared to the portfolio's benchmark.
2. State the book value and market value of each separately invested asset at the beginning and end of the reporting period by fund type.
3. State the maturity date of each separately invested asset that has a maturity date.

VIII. INTERNAL CONTROLS AND ANNUAL REVIEW

A. Internal Controls

The LVEDC strives to effectively prevent the loss of public funds caused by fraud, misrepresentation by third parties, unanticipated changes in financial markets, employee error or imprudent actions by LVEDC employees. Internal controls have been designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management. The following guidelines establish a system of internal controls over investment procedures for the City of Leon Valley Economic Development Corporation.

1. **Separation of Duties.** A separation of custodial, accounting and record keeping systems shall be maintained to the extent possible.
2. **Clear Delegation of Authority.** The LVEDC Board President, Vice President and Treasurer are charged with management responsibility for the investment program.
3. **Adequate Training and Development of Investment Officials.** All Investment Officers are to be educated in the area of investment management in order to make informed decisions. The Board will provide for the training of investment officers.

4. **Control of Collusion.** All investment transactions must be approved by two duly authorized Investment Officers
5. **Documentation of Investments.** Purchase and sales transactions, including telephone transactions, must be documented in writing and evidenced by the signatures of two duly authorized Investment Officers or subordinate employees. A copy of such documentation shall be placed in an investment transaction file to be maintained in the City of Leon Valley Economic Development Department.
6. **Verification of all Interest Income and Security Purchase and Sale Computations.** All investment interest income, fees, gains and/or losses shall be recalculated and reported monthly for the period by the City of Leon Valley Economic Development Department.
7. **Reconciliation of Security Receipts with Subsidiary Records.** All security safekeeping receipts shall be reconciled to the general ledger monthly by the City of Leon Valley.
8. **Custodial Safekeeping.** All securities owned by the LVEDC shall be placed with a Board approved independent third party for safekeeping.

B. Compliance Audits

The LVEDC Investment Officers and Board shall perform an internal compliance audit of the LVEDC's investment policies and investment procedures annually to ensure compliance with the Public Funds Investment Act. This compliance audit may be performed by a Certified Public Accountant or registered investment adviser and shall be reported to the LVEDC Board of Directors during the same meeting at which the LVEDC's Comprehensive Annual Financial Report is presented.

If the LVEDC's investment portfolio contains other than investment pools bank time and demand investments the LVEDC quarterly report must be reviewed by the Corporation's outside auditor annually.

IX. ANNUAL POLICY REVIEW AND ADOPTION

The Investment Policy and Strategy of the LVEDC shall be reviewed and adopted by resolution of the LVEDC Board no less than annually. If changes are made to the policy these changes shall be noted in the adopting resolution. After the annual review and adoption of the policy and strategy by the LVEDC Board of Directors, a copy will be forwarded to the City of Leon Valley City Council.

APPENDIX A

**LEON VALLEY EDC
POLICY CERTIFICATION**

Firm Name: _____

As the qualified representative of _____ I hereby certify that I and the broker serving the Corporation have personally read and understand the Investment Policy of the City of Leon Valley Economic Development Corporation (LVEDC) and have implemented reasonable procedures and controls designed to avoid unauthorized transactions. Transactions between this firm and the City of Leon Valley Economic Development Corporation will be directed toward protecting the LVEDC from undue market risk.

I attest that I am a qualified representative of this firm, authorized to sign on its behalf.

Firm _____

Signature _____

Printed Name _____

Title _____

Date _____

GLOSSARY

AGENCIES: Federal agency securities.

ASKED PRICE: The price at which securities are offered for sale by a financial firm or seller.

BID PRICE: The price offered by a buyer of securities. (When you are selling securities, you ask for a bid.) See Offer.

BROKER: A firm or individual who brings buyers and sellers together for a commission.

CERTIFICATE OF DEPOSIT (CD): A time deposit with a specific maturity evidenced by a certificate.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR): The official annual report for the City of Leon Valley.

COUPON: (a) The annual rate of interest that bond issuers promises to pay the bondholder on the bond's face value. (B) A certificate attached to a bond evidencing due on a payment date.

DEALER: A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling from his own inventory.

DEBENTURE: A bond secured only by the general credit of the issuer the Federal agencies issue debentures.

DELIVERY VERSUS PAYMENT: Delivery versus payment is delivery of securities with an exchange of money for the securities.

DISCOUNT: The difference between the cost price of a security and its maturity when quoted at lower than face value. A security selling below original offering price after sale also is considered to be at a discount.

DISCOUNT SECURITIES: Non-coupon bearing money market instruments that are issued a discount and redeemed at maturity for full face value, e.g. U.S. Treasury Bills. All discount securities will be issued or auctioned with a maturity not to exceed one year.

DIVERSIFICATION: Dividing investment funds among a variety of securities offering independent returns.

MAYOR AND COUNCIL COMMUNICATION

M&C # 2014-07-14-08

DATE: JULY 14, 2014

TO: MAYOR AND CITY COUNCIL

FROM: SAUNDRA PASSAILAIGUE, CITY SECRETARY

THROUGH: MANUEL LONGORIA, JR., CITY MANAGER

SUBJECT: ORDINANCE NO. 14-013 CREATING AND ESTABLISHING A HOME RULE CHARTER COMMISSION

PURPOSE

The purpose of this item is to establish the Leon Valley Home Rule Commission and to appoint members to serve on the commission.

BACKGROUND:

On June 9, 2014, City Councilmembers Abraham Diaz and Paul Biever presented an action item for appointment of a Home Rule Commission to review and recommend a governance structure for the City of Leon Valley. The following action and direction was approved by the City Council at the meeting:

A motion was made by Councilman Abraham Diaz, seconded by Councilman Paul Biever, to have the city attorney prepare an ordinance that will allow the City Council to establish an eleven-member Home Rule Charter Commission for formal action at the July 14th City Council meeting and that the eleven (11) member commission be appointed at the July 14th meeting as follows: Each City Council member will appoint two (2) members and the Mayor will appoint one (1) member; and that the ordinance creating the Commission specify that Commission Members will select one (1) of its members to serve as the Chairperson of the Commission; and finally that the Commission be directed to complete its work to allow the proposed Home Rule Charter to be presented to the voters for the May 2015 City Election.

Therefore, at the direction of the City Council, City Attorney Zech has prepared the following proposed ordinance allowing for the creation and establishment of a Home Rule Charter Commission.

FISCAL IMPACT

.
N/A

RECOMMENDATION

.
N/A

S.E.E IMPACT STATEMENT

N/A

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

CREATING A HOME RULE CHARTER COMMISSION; APPOINTING MEMBERS TO THE COMMISSION; PROVIDING FOR APPOINTMENT OF A COMMISSION CHAIR AND CREATION OF WORKING RULES; AND PROVIDING A DEADLINE FOR COMPLETING ITS WORK.

WHEREAS, the Texas Local Government Code Chapter 9 Home-Rule Municipality provides for the process and procedures for creating a home rule charter commission; and

WHEREAS, the City Council of the City of Leon Valley on a unanimous vote directed the City Attorney to prepare an ordinance which would allow the City Council to establish an eleven member home rule charter commission; and

WHEREAS, the City Council of the City of Leon Valley desires to create a home rule charter commission for purposes of creating the City’s first home rule charter to be placed before the citizens of the City of Leon Valley for consideration.

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

1. That the City Council hereby creates a Home Rule Charter Commission (the “HRCC”) for the purpose of drafting a home rule charter to be presented to the citizens of Leon Valley for a vote of approval.
2. That the HRCC shall be composed of eleven (11) members.
3. That each City Council Member shall appoint two members and the Mayor shall appoint one member whose appointments shall be as follows:
 - a. Mayor Chris Riley
 - i. _____
 - b. Council Place 1- Ricardo Ruiz:
 - i. _____
 - ii. _____
 - c. Council Place 2 – Carmen Sanchez
 - i. _____
 - ii. _____
 - d. Council Place 3 – Abraham Diaz
 - i. _____
 - ii. _____

e. Council Place 4 – Benny Martinez

i. _____

ii. _____

f. Council Place 5 – Paul K. Biever

i. _____

ii. _____

4. That at its initial meeting the HRRRC Members shall select one of its Members to serve as Chairperson of the Commission.
5. That the HRRRC shall at its initial meeting create rules for governing its meetings.
6. That the HRCC shall complete its work in time sufficient to allow the proposed Home Rule Charter to be presented to the voters at the May 2015 City election.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 14th day of July, 2014.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

CHARLES E. ZECH
City Attorney

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-07-14-09

DATE: July 14, 2014

TO: MAYOR AND CITY COUNCIL

SUBJECT: Proposed Amendments to the City Council Code of Conduct Policy

PURPOSE

At the June 9, 2014 City Council meeting, the City Council tasked Councilmembers Carmen Sanchez and Abraham Diaz to review the existing Resolution pertaining to City Council Code of Conduct policy. The purpose of this item is to consider amendments proposed by Councilmembers Sanchez and Diaz as well as other suggestions make by City Council members.

Three (3) documents are attached. 1.) Councilmembers Sanchez & Diaz Recommended Changes; 2.) Mayor Riley’s review, comments & suggested changes; and 3.) Councilmember Bieber’s amendment and suggested changes.

FISCAL IMPACT

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

S.E.E IMPACT

Social Equity – Not applicable.

Environmental Stewardship – Not applicable.

Economic Development – Not applicable.

APPROVED:_____ DISAPPROVED:_____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

COUNCILMEMBERS SANCHEZ & DIAZ RECOMMENDATIONS

July 14, 2014

RES. NO. 2014R-01-13-01

RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY AMENDING THE RULES OF CONDUCT FOR CITY COUNCIL ESTABLISHED IN RES. NO. 10016

WHEREAS, the purpose of a City Council meeting is to ensure that the business of government is conducted in a fair, timely, and orderly manner while allowing the citizens to participate effectively; and

WHEREAS, the City Council recognizes the need for rules to allow for an orderly and fair process for its citizens to address the Council and for Council to conduct its business; and

WHEREAS, the City Council will review "Rules of Conduct for Council" and amend the "Rules of Conduct for Council" that were approved on January 13, 2014 regular City Council Meeting.

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

The following rules will apply for citizen participation:

1. A person wishing to address the city council must first register with the city secretary in order to be recognized by the presiding officer to hold the floor and provide input during the "Citizen-to-be-Heard" on items that are not on the agenda and for items listed on the agenda.
 - A person may register in person, by electronic mail, or by telephone. The deadline to register to address the city council is the meeting date at 7:15 pm.
 - A person may address the city council without registering at the end of each meeting during the "Citizen-to-be-Heard" portion of the meeting.
 - A person may submit written comments up to the meeting date at 5:00 pm via e-mail, regular mail, or fax:
 - i. Emailed to leonvalleycitizen@leonvalleytexas.gov
 - ii. Mail to: Leon Valley Citizen Comments
- 6400 El Verde Road
- Leon Valley, TX 78238
- iii. Faxed to 210.XXX.XXXX
2. Citizens may address the City Council during the "Citizen-to-be-Heard" portion of the meeting:
 - The "Citizens-to-be-Heard" portion will allow citizens to address Council on items that are not on the agenda.
 - Citizens will be allowed a maximum of five (5) minutes to provide comments during the "Citizens-to-be-Heard" portion.
 - The "Citizens-to-be-Heard" portion of the meeting will be:
 - i. Prior to the beginning of the meeting; and
 - ii. At the end of each meeting.

COUNCILMEMBERS SANCHEZ & DIAZ RECOMMENDATIONS

July 14, 2014

- The "Citizens-to-be-Heard" portion will be no longer than thirty (30) minutes at the beginning and end of each meeting.
 - i. The presiding officer may allow an additional thirty (30) minutes when high attendance is present.
- 3. Citizens who have registered to speak will be allowed to address Council on items listed on the agenda.
 - Citizens who wish to address an item on the agenda will be allowed a maximum of three (3) minutes to comment; and
 - A maximum of (30) thirty minutes per agenda item will be allotted.
- 4. All ceremonial items and informational presentations, if any, will be placed (30) thirty minutes prior to each scheduled business meeting.
- 5. A Councilmember who has spoken should refrain from speaking again until each Councilmember has had an opportunity to speak.
- 6. Council members shall not use devices for the purpose of communicating during a City Council meeting.
 - These devices include but are not limited to telephone, computer, I-Pad.
 - Communication includes but is not limited to e-mails, texts, and messaging.
- 7. Members of the public shall not shout, display unruly behavior, distract with side conversations, use profanity, threat of violence, or disrupt the orderly conduct of the meeting.
 - The presiding officer will request that a person who is disrupting the orderly conduct of the meeting to cease the disruption.
 - If the disruption continues, the presiding officer will warn the person that he or she will be required to leave the meeting room if the disruption continues.
 - If the person is asked to leave the meeting room and the person does not leave the meeting room, the presiding officer may order any peace officer at the meeting to remove the person from the meeting room.
- 8. Any item to be placed on the agenda requires the signatures of two (2) Council members or the Mayor; agenda item documentation is needed 72 hours prior to the agenda being posted.
- 9. Meeting protocol will be posted on the City's website and City Hall bulletin board, where meeting agendas are displayed.
- 10. Robert's Rules of Order will take precedence for conduct not covered by these Council meeting rules.

PASSED and APPROVED this day of July 2014

MAYOR RILEY'S RECOMMENDATIONS
JULY 14, 2014

RES. NO. 2014R-01-13-01

RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY AMENDING THE RULES OF CONDUCT FOR CITY COUNCIL ESTABLISHED IN RES. NO. 10016

WHEREAS, the purpose of a City Council meeting is to ensure that the business of government is conducted in a fair, timely, and orderly manner while allowing the citizens to participate effectively; and

WHEREAS, the City Council recognizes the need for rules to allow for an orderly and fair process for its citizens to address the Council and for Council to conduct its business; and

WHEREAS, the City Council will review "Rules of Conduct for Council" and amend the "Rules of Conduct for Council" that were approved on January 13, 2014 regular City Council Meeting.

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

THAT: The following rules will apply for citizen participation:

1. A person wishing to address the city council must first register with the city secretary in order to be recognized by the presiding officer to hold the floor and provide input during the "Citizen-to-be-Heard" on items that are not on the agenda and for items listed on the agenda.
 - A person may register in person, by electronic mail, or by telephone. The deadline to register to address the city council is the meeting date at 7:15 pm.
 - A person may address the city council without registering at the end of each meeting during the "Citizen-to-be-Heard" portion of the meeting.
 - A person may submit written comments up to the meeting date at 5:00pm via e-mail, regular mail, or fax:
 - i. Emailed to leonvalleycitizen@leonvalleytexas.gov
 - ii. Mail to: Leon Valley Citizen Comments

6400 El Verde Road

Leon Valley, TX 78238
 - iii. Faxed to 210.XXX.XXXX
2. Citizens may address the City Council during the "Citizen-to-be-Heard" portion of the meeting:
 - The "Citizens-to-be-Heard" portion will allow citizens to address Council on items that are not on the agenda.
 - Citizens will be allowed a maximum of five (5) minutes to provide comments during the "Citizens-to-be-Heard" portion.
 - The "Citizens-to-be-Heard" portion of the meeting will be:
 - i. Prior to the beginning of the meeting;
 - and ii. At the end of each meeting.

MAYOR RILEY'S RECOMMENDATIONS
JULY 14, 2014

Res. No. 10-021 – Consider reverting to what we had in our previous Rules of Conduct:

1. **The “Citizens to be Heard” portion of the agenda will allow citizens to address Council on items on the agenda and not on the agenda prior to the beginning and end of City Council deliberation;**
2. **Citizens will be allowed a maximum of five (5) minutes to provide comments during the “Citizens to Be Heard” portion of the agenda;**
3. **Sign up sheets will not be required for the Citizens to be Heard portion of the Council meeting.**
 - The "Citizens-to-be-Heard" portion will be no longer than thirty (30) minutes at the beginning and end of each meeting.
 - i. The presiding officer may allow an additional thirty (30) minutes when high attendance is present.
3. • Citizens who wish to address an item on the agenda will be allowed a maximum of three (3) minutes to comment; and
 - A maximum of (30) thirty minutes per agenda item will be allotted. – **no time limit preferred or add: The presiding officer may allow an additional thirty (30) minutes when high attendance is present.**
4. All ceremonial items and informational presentations, if any, will be placed (30) thirty minutes prior to each scheduled business meeting. **Delete this rule. Place at the beginning of the regular start time of the city council meeting (7:00 p.m.)**
5. A Councilmember who has spoken should refrain from speaking again until each Councilmember has had an opportunity to speak.
6. Council members shall not use devices for the purpose of communicating during a City Council meeting.
 - These devices include but are not limited to telephone, computer, 1-Pad.
 - Communication includes but is not limited to emails, texts, and messaging.
 - **In case of an emergency, have your family/office notify the dispatcher at 684-3215.**
7. Members of the public shall not shout, display unruly behavior, distract with side conversations, use profanity, threat of violence, or disrupt the orderly conduct of the meeting.
 - The presiding officer will request that a person who is disrupting the orderly conduct of the meeting to cease the disruption.
 - If the disruption continues, the presiding officer will warn the person that he or she will be required to leave the meeting room if the disruption continues.
 - If the person is asked to leave the meeting room and the person does not leave the meeting room, the presiding officer may order any peace officer at the meeting to remove the person from the meeting room.

MAYOR RILEY'S RECOMMENDATIONS

JULY 14, 2014

8. Any item to be placed on the agenda requires the signatures of two (2) Council members or the Mayor; agenda item **documentation necessary to explain, describe and identify action is due to the City Secretary's office by 5:00 p.m. the Wednesday preceding the following Monday City Council business meeting** [is needed 72 hours prior to the agenda being posted.]
9. Meeting protocol will be posted on the City's website and City Hall bulletin board, where meeting agendas are displayed.
10. Robert's Rules of Order will take precedence for conduct not covered by these Council meeting rules.

PASSED and APPROVED this day of July 2014

Additional Considerations:

- In an effort to conduct "Public Hearings" in an efficient and expedient manner, sign-in sheets will be required;
- Citizens will be allowed a maximum of five (5) minutes to provide comments during the Public Hearing;
- No maximum time limit for Public Hearings.

Respectfully submitted,

Mayor Chris Riley

7/9/14

Suggested Changes are in Bold; brackets mean deletion

Councilmember Biever's Suggestions

July 14, 2014

RES. NO. 2014R-01-13-01

RESOLUTION

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY AMENDING THE RULES OF CONDUCT FOR CITY COUNCIL ESTABLISHED IN RES. NO. 10016

WHEREAS, the purpose of a City Council meeting is to ensure that the business of government is conducted in a fair, timely, and orderly manner while allowing the citizens to participate effectively; and

WHEREAS, the City Council recognizes the need for rules to allow for an orderly and fair process for its citizens to address the Council and for Council to conduct its business; and

WHEREAS, the City Council will review "Rules of Conduct for Council" and amend the "Rules of Conduct for Council" that were approved on January 13, 2014 regular City Council Meeting.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF LEON VLLY, TEXAS, THAT:

The following rules will apply for citizen participation:

1. A person wishing to address the city council must first register with the city secretary in order to be recognized by the presiding officer to hold the floor and provide input during the "Citizen-to-be-Heard" on items that are not on the agenda and for items listed on the agenda.
 - A person may register in person, by electronic mail, or by telephone. The deadline to register to address the city council is the meeting date at 7:15 pm.
 - A person may address the city council without registering at the end of each meeting during the "Citizen-to-be-Heard" portion of the meeting.
 - A person may submit written comments up to the meeting date at 5:00 pm via e-mail, regular mail, or fax:
 - i. Emailed to leonvalleycitizen@leonvalleytexas.gov
 - ii. Mail to: Leon Valley Citizen Comments
- 6400 El Verde Road
- Leon Valley, TX 78238
- iii. Faxed to 210.XXX.XXXX
2. Citizens may address the City Council during the "Citizen-to-be-Heard" portion of the meeting:
 - The "Citizens-to-be-Heard" portion will allow citizens to address Council on items that are not on the agenda.
 - Citizens will be allowed a maximum of five (5) minutes to provide comments during the "Citizens-to-be-Heard" portion.
 - The "Citizens-to-be-Heard" portion of the meeting will be:
 - i. Prior to the beginning of the meeting; and
 - ii. At the end of each meeting.

Councilmember Biever's Suggestions

July 14, 2014

- The "Citizens-to-be-Heard" portion will be no longer than thirty (30) minutes at the beginning and end of each meeting.
 - i. The presiding officer may allow an additional thirty (30) minutes when high attendance is present.
3. Citizens who have registered to speak will be allowed to address Council on items listed on the agenda.
 - Citizens who wish to address an item on the agenda will be allowed a maximum of three (3) minutes to comment; and
 - A maximum of (30) thirty minutes per agenda item will be allotted.
 4. All ceremonial items and informational presentations, if any, will be placed (30) thirty minutes prior to each scheduled business meeting.
 5. A Councilmember who has spoken should refrain from speaking again until each Councilmember has had an opportunity to speak.
 6. Council members shall not use devices for the purpose of communicating during a City Council meeting.
 - These devices include but are not limited to telephone, computer, I-Pad.
 - Communication includes but is not limited to e-mails, texts, and messaging.
 7. Members of the public shall not shout, display unruly behavior, distract with side conversations, use profanity, threat of violence, or disrupt the orderly conduct of the meeting.
 - The presiding officer will request that a person who is disrupting the orderly conduct of the meeting to cease the disruption.
 - If the disruption continues, the presiding officer will warn the person that he or she will be required to leave the meeting room if the disruption continues.
 - If the person is asked to leave the meeting room and the person does not leave the meeting room, the presiding officer may order any peace officer at the meeting to remove the person from the meeting room.
 8. Any item to be placed on the agenda requires the signatures of two (2) Council members, the Mayor or the City Manager; agenda item documentation is needed 72 hours prior to the agenda being posted.
 - The City Manager shall have the authority to develop the agenda as necessary to perform the duties of managing the operations of the City.
 9. Any policy item considered, approved or rejected by the City Council through Resolution, Ordinance, or general direction to City Staff at a City Council meeting may not be reconsidered or placed on the City Council agenda for further discussion for a period of one (1) year; unless a City Council super- majority consisting of four (4) City Council Members agree to place the item on the agenda for reconsideration.
 10. Meeting protocol will be posted on the City's website and City Hall bulletin board, where meeting agendas are displayed.
 11. Robert's Rules of Order will take precedence for conduct not covered by these Council meeting rules.

Councilmember Biever's Suggestions

July 14, 2014

PASSED and APPROVED this Day of July 2014

MAYOR AND COUNCIL COMMUNICATION

DATE: JULY 14, 2014 M&C # 2014-07-14-10

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER AUTHORIZING THE CITY MANAGER, BY ORDINANCE, TO ENTER INTO TECHNOLOGY INFRASTRUCTURE CONSTRUCTION CONTRACTS WITH ENTECH, INC. AND TERO TECHNOLOGIES, INC., TO PROVIDE CONTRUCTION SERVICES FOR THE NEW FIRE STATION AND FOR THE RENOVATED MUNICIPAL CITY HALL COMPLEX

PURPOSE

To consider authorizing the City Manager to enter into contracts with Entech, Inc. and Tero Technologies, Inc., for the construction of technology infrastructure at the new fire station and for the renovated City Hall complex.

In October 2013, Elert & Associates was contracted to provide Technology Construction Consulting Services to develop plans, specifications, and Requests for Proposals for the construction of the technology infrastructure at the new fire station and for the renovated City Hall complex. The Requests for Proposals were received on April 16, 2014, and were reviewed. The recommendations from this review were presented to the Bond Oversight Committee on May 22, 2014, then presented to the City Council on June 9, 2014. Entech, Inc. was selected to provide the Wireless Local Area Network (WLAN) and Tero Technologies was selected to provide network and UPS systems.

FISCAL IMPACT

A budget adjustment in the amount of \$207,770 for these services was authorized by the City Council at the June 9, 2014 regular City Council meeting.

RECOMMENDATION

Authorize the City Manager to enter into contracts with Entech, Inc. and Tero Technologies, Inc. for the construction of technology infrastructure at the new fire station and for the renovation of the Municipal Facilities.

S.E.E. IMPACT STATEMENT

Social Equity – Improves technology based services provided to the community and enhances web-based payment options

Economic Development – Enhances the City’s professional image

Environmental Stewardship – Use of technology reduces the need for paper and related products

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AUTHORIZING THE CITY MANAGER TO ENTER INTO CONTRACTS WITH ENTECH, INC. AND TERO TECHNOLOGIES, INC., TO PROVIDE TECHNOLOGY INFRASTRUCTURE CONSTRUCTION SERVICES FOR THE NEW FIRE STATION AND RENOVATED CITY HALL COMPLEX.

WHEREAS, a Request for Proposals for Technology Infrastructure construction was released on April 16, 2014, with the selection process completed on May 22, 2014, through Elert and Associates, Technology Consultants, and presented to the Leon Valley 2012 Bond Program Oversight Committee; and

WHEREAS, the recommendation and a request for budget adjustment were presented and approved by the Leon Valley City Council on June 9, 2014; and

WHEREAS, the findings and recommendation of the Technology Consultant, the Leon Valley 2012 Bond Program Oversight Committee, and the City Council are to seek authorization for the City Manager to enter into a Technology contract with Entech, Inc. and Tero Technologies, Inc., to provide technology infrastructure construction services for the new fire station and the renovated City Hall complex;

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

1. That the City Manager be authorized to enter into contracts with Entech, Inc. and Tero Technologies, Inc. for technology infrastructure construction at the new fire station and the renovated City Hall complex.
2. This ordinance shall become effective on and after its passage, approval, and publication, as prescribed by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 14th day of July, 2014.

APPROVED

CHRIS RILEY
Mayor

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
CHARLES E. ZECH
City Attorney

MAYOR AND COUNCIL COMMUNICATION

DATE: JULY 14, 2014 **M&C # 2014-07-14-11**

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER APPROVAL OF SPEED HUMP POLICY THAT PROVIDES GUIDELINES, RULES, DESIGN, AND PROCEDURES FOR THE INSTALLATION OF SPEED HUMPS ON RESIDENTIAL STREETS.

PURPOSE:

This M&C would approve a recommended policy that provides rules for the installation of speed humps. This policy also provides general procedures to request speed humps, guidelines for eligibility, installation and design requirements.

In order for speed hump installations to be effective, they should be located selectively in accordance with defined engineering criteria for the purpose of improving documented speeding problems, with consideration of emergency services. Proper installation will also minimize driver frustration and encourage safe driving practices.

FISCAL IMPACT

There is no impact for the approval of the policy, however the current estimated cost to install one set of speed humps is \$6,000.

SEE VISION IMPACT

Social Equity – Speed humps are an effective and appropriate device for safely reducing vehicle speeds for all.

Economic Development – No impact

Environmental Stewardship – No impact.

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

CITY OF LEON VALLEY SPEED HUMPS INSTALLATION POLICY

A. GENERAL

Speed humps are an effective and appropriate device for safely reducing vehicle speeds on certain types of streets when installed in accordance with the provisions of this policy.

In order for speed hump installations to be effective, they should be located selectively in accordance with defined engineering criteria for the purpose of improving documented speeding problems. Proper installation will also minimize driver frustration and encourage safe driving practices.

Installation of speed humps on streets other than local residential streets could have potentially severe traffic safety consequences, almost certainly affect emergency services and other service consequences, and almost certainly create a diversion of large amounts of through traffic onto local residential streets, which were not intended for that purpose. Therefore, speed humps will not be considered for streets that are classified as collector streets or higher in the City. These streets include;

- Bandera Rd.
- Huebner Rd. – West of Timberhill
- Evers Rd.
- Poss Rd. – East of Evers Rd.
- Grissom Rd.
- Eckhert Rd.
- Wurzbach Rd.
- Seneca – Bandera Rd. to Evers Rd.

The purpose of this policy is to establish the circumstances and criteria under which speed humps will be considered for installation on a residential street. This policy also promotes reasonable opportunities for residents and property owners most affected by a proposed speed hump to participate together in the process that leads to its installation.

B. DEFINITIONS

For the context of this policy only:

Speed Hump - is a geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the traveled way, whose primary purpose is to reduce the speed of vehicles traveling along that roadway;

Traffic Speed Study - will include the operational characteristics, and geometric characteristics of a typical day for 24hrs.

Typical Day - is defined as a weekday

Speed Criteria - is the speed that is 5 mph or greater over the legal speed limit (30mph)

Street - refers to the street length that must be petitioned. It is a 1000-foot segment generally centered on the proposed location of the humps, or the length of the block, whichever is greater. If the 1000-foot segment extends into any part of an adjacent block, it includes the entire length of the adjacent block, unless separated by an intervening thoroughfare, traffic signal or offset intersection.

C. ELIGIBILITY REQUIREMENTS

All of the following criteria must be satisfied for a street to be considered eligible for speed hump installation.

1. Petition. A petition that documents a minimum of two-thirds of the households' residential dwellings on the street that support its installation. In instances where speed humps will affect other roadways i.e. (grid network) the requestor will be required to obtain a petition that documents that a minimum of two-thirds of the household along the total affected area are in favor of the speed hump. Petitions will be made available to requestors. Requester will be responsible for distribution and collection of all petitions.

2. Location of the Street. The land uses of the properties abutting the street where the speed hump is proposed must be composed primarily of single-family residential dwelling.

3. Operational Characteristics of the Street.

A. The street must be used to provide access to collector street (or higher) as indicated above.

B. There must be no more than one moving lane of traffic in each direction.

C. Traffic volumes must be more than 400 vehicles per day.

D. The street must have a speed limit of 30 mph or less as determined in accordance with State Law.

E. City Engineer, City Fire Chief, and City Police Chief must approve all speed humps and its locations.

F. Paved traveled ways that do not function as a street such as alleys, utility/access easements, parking lot circulation routes, and commercial service drives are not eligible for the installation of speed humps, regardless of any identification signs, due to their operational characteristics.

G. Must be a primary bi-pass roadway that is connecting two collector/primary streets.

D. Geometric Characteristics of the Street.

1. The street must have adequate sight distances to accommodate safely the hump as determined by the Department of Public Works.

2. The street must not have curves or grades that prevent safe placement of the humps. Humps may be located on streets that contain curves and/or grades, but the hump itself should not be located within a significant horizontal curve, on a vertical grade greater than eight percent.
3. The street shall be paved. If there are no curbs, a special design must be used to prevent vehicle run-around.
4. Private property in the City Limits is not governed or controlled by this Speed Hump Installation Policy.
5. In the case of areas with grid networks a comprehensive study of all affected roadways will need to be assessed.

E. SPEED HUMP REMOVAL AND ALTERATION

The process for speed hump removal or alteration by residents will require a petition that documents that a minimum of two-thirds of adjacent property owners on the street support its removal. The City Manager has the right to remove a speed hump if it is deemed necessary.

F. SPEED HUMP LOCATION

1. A speed hump must not be located in front of a property if the property owner objects to its placement.
2. The exact speed hump location shall be determined by the City Engineer.
3. The speed hump shall be located a minimum of 250' from the nearest intersecting street and at the property line.
4. The speed hump shall not be located or constructed such that it interferes with the proper drainage of the street.
5. Speed hump should not be located within 10' from the nearest driveway.

G. DESIGN STANDARDS AND PROCEDURES

The City Engineer shall prepare and maintain current design standards and installation procedures for speed humps in accordance with this policy.

PROCEDURES FOR SPEED HUMP INSTALLATION

1. The initial request for the installation of speed humps must originate from the residents living on the street. A request in writing from a resident or representative must be forwarded to the following address:

**Speed Hump Program
Department of Public Works
6400 El Verde Rd.
Leon Valley, TX 78238**

2. A determination of eligibility based on a traffic engineering study conducted at the subject site will be made in a timely manner.

A. If the street is determined not to be eligible, the applicant(s) will be given written notification of that determination and its reasons.

B. The decision may be appealed in writing to the City Manager within 15 days of the notification date. The City Manager will review the determination and respond to the applicant(s) within 30 days of the appeal request.

C. If the street is determined to be eligible for consideration, a meeting will be arranged between the applicant(s) and staff to define the petition area and the approximate speed hump location range. The applicant(s) will be instructed to submit a petition indicating that a minimum of two-thirds of the low density dwelling households on the street support the installation of speed humps as provided in the speed hump policy. Only petition forms supplied by the Department of Public Works or exact duplicates may be used for this purpose.

3. After verification of the petitions, the Department of Public Works will conduct the necessary traffic engineering studies and solicit comments and recommendations of other agencies. A determination of the street's eligibility for speed hump installation will be made in a timely manner, based on the speed hump policy.

A. If the street is determined not to be eligible for speed hump installation, the applicant(s) will be notified in writing giving the reason.

B. The decision may be appealed in the same manner as in Section 2.

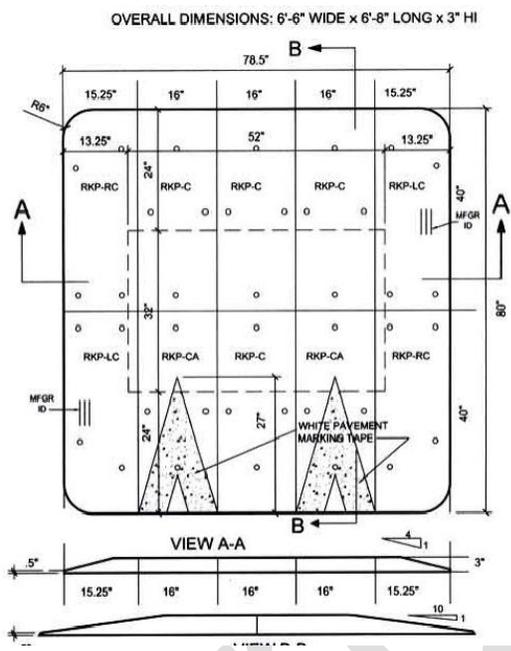
C. If the street is determined to be eligible; the street will be placed on a list of street eligible for speed hump installation.

4. Based on July, 2014 estimates, the cost to install speed cushions and signage is approximately \$6,000 per site. (Per the accepted design of Appendix 1)

Appendix 1

Vehicle	Average Track width (Center to center)
Typical vehicle	4 ft. 2 inches – 4 ft. 11 inches
Large vehicle	5 ft. 9 inches
Typical Fire Engine	6 ft. 5 inches
Typical Aerial Ladder Truck	6 ft. 8 inches
Typical VIA bus	6 ft. 3 inches

Example of accepted design



CITY OF LEON VALLEY SPEED HUMP INSTALLATION POLICY

City of Leon Valley
City Council Meeting
July 14, 2014

Purpose

- To approve a speed hump policy
- The proposed policy also provides general procedures for speed hump requests:
 - Eligibility
 - Installation
 - Design requirements

Background

- Currently, there are no guidelines for the installation of speed humps
- Several requests have been received:
 - Linkwood
 - Timberhill
 - Forest Way
- Speed humps are a proven effective way to help curb speeding and encourage safe driving
- Areas that surround Leon Valley have existing policies that address speed humps/pads

Definitions

- *Speed Hump* - is a geometric design feature of a roadway, consisting of a raised area in the roadway pavement surface extending transversely across the traveled way, whose primary purpose is to reduce the speed of vehicles traveling along that roadway;
 - *Traffic Speed Study*
 - *Typical Day*
 - *Speed Criteria*
 - *Street*

Requirements

- Speed humps will not be considered for streets that are classified as collector streets or higher in the City
 - Bandera Rd.
 - Huebner Rd. – West of Timberhill
 - Evers Rd.
 - Poss Rd. – East of Evers Rd.
 - Grissom Rd.
 - Eckhert Rd.
 - Wurzbach Rd.
 - Seneca – between Bandera and Evers Rd.

ELIGIBILITY - Requirements

- Must submit petition that documents a minimum of two-thirds of households on the street supports installation
- Street must be composed primarily of single-family residential dwellings
- No more than one moving lane of traffic in each direction
- Traffic volumes must be more than 400 vehicles per day
- Speed limit of 30 mph or less
- City Engineer, City Fire Chief, and City Police Chief must review and approve all locations

ELIGIBILITY - Requirements

- Must be a primary bi-pass roadway that connects two collector/primary streets
- Safe sight distance, without curves or grades that prevent safe placement
- Private property in the City Limits is not governed by this policy
- Shall not be located or constructed such that it interferes with the proper drainage
- Speed hump should not be located within 10' from the nearest driveway

PROCEDURES

- The initial request must originate from the residents living on the street
- Determination of eligibility (location, petition, etc..)
- Appeals process for determination of ineligibility
- If determined to be eligible; street to be placed on a list of streets eligible for speed hump installation

Fiscal Impact

- The cost to place the devices is approximately \$6000 per site
- Each site would be budgeted during the regular budget process as are all projects

Recommendation

- Staff recommends approval

S.E.E. Statement

- ***SOCIAL EQUITY***— *Speed humps are an effective and appropriate device for safely reducing vehicle speeds for all*
- ***ECONOMIC DEVELOPMENT*** - *None*
- ***ENVIRONMENTAL STEWARDSHIP***— *Speed humps are made of recycled materials*

CITY OF LEON VALLEY SPEED HUMP INSTALLATION POLICY

City of Leon Valley
City Council Meeting
July 14, 2014

MAYOR AND COUNCIL COMMUNICATION**M&C# 2014-07-14-12****DATE: July 14, 2014****TO: MAYOR AND CITY COUNCIL****SUBJECT: Establishment of City Council Sub-Committees to Implement Goals and Objectives for 2014-2015****PURPOSE**

The purpose of this item is to establish formal City Council Sub-Committees to implement the Goals & Objectives identified in the City Council/City Manager Retreat. The leadership agenda for the City of Leon Valley was developed at the annual City Council/City Manager retreat held Saturday, June 7, 2014. At this retreat, three areas of focus were established for the period from June 1, 2014 through May 31, 2015. The focus areas include:

1. Economic Development/Redevelopment
2. Customer Service/Communications
3. Infrastructure

In addition, the retreat identified another category referred to as the "parking-lot" issues meaning that more time was needed to carefully address certain issues. The retreat format did not allow sufficient time to address certain issues in a meaningful manner. To address the "parking-lot" issues City Staff is recommending a fourth Sub-Committee referred to as the Policy Sub-Committee.

In June 2013, after the City Council/City Manager Retreat, the City Council established three (3) Sub-Committees to address identified goals for 2013/2014. In order to implement the new sub-committees, staff recommends restructuring the Sub-Committees established last year. They included 1.) Branding, 2.) Communications and 3.) Festivals. Staff recommends that the Branding Committee be phased-out and be replaced with the new Economic Development/Redevelopment Sub-Committee. The work of the Branding is complete and therefore it makes sense to sunset it. The Communications Sub-Committee is still active and the propose work plan fits within the scope of the work plan for the new Customer Service/Communications Sub-Committee. Finally, the Festivals Committee can be restructured to become the Infrastructure Sub-Committee. We suggest that the work and members of the Festival Committee be moved over to the existing Community Events Committee. In order to maintain continuity of the work of the Festival Committee, staff suggests that a City Council member be appointed to the Community Events Committee.

If City Council concurs with the staff recommendation, City Council will need to appoint members as follows:

- City Council Economic Development/Redevelopment Sub-Committee: Two Councilmembers
- City Council Customer Service/Communications Sub-Committee : Two Councilmembers
- City Council Infrastructure Sub-Committee: Two Councilmembers
- City Council Policy Sub-Committee: Mayor, plus two Councilmembers
- Community Events Committee: One Councilmember

Attached for your information are the notes of the June 2014 City Council/City Manager Retreat. Three documents are included as follows:

- Leadership Agenda
- Leadership Team: Roles, Responsibilities and Working Relationships
- Retreat Follow-Up Tasks (Parking-Lot Issues)

FISCAL IMPACT

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

S.E.E IMPACT

Social Equity – Not applicable.

Environmental Stewardship – Not applicable.

Economic Development – Not applicable.

APPROVED:_____ DISAPPROVED:_____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

City of Leon Valley
Leadership Team Agenda
June 1, 2014 – May 31, 2015
(review and discussion draft: 6/9/14)

This agenda was developed at the Annual City Council/City Manager Retreat held on Saturday, June 7, 2014.

Leadership Team Vision for a Successful Year

- work together as a team
- invest in economic development
- community has a positive image of the city's leadership team
- achieve annual objectives

Areas of Focus, Objectives and Assignments

Area of Focus: Economic Development/Redevelopment

Objectives:

- Resolve town center issue and develop a concept for moving forward.
- Economic Development Board should develop and use a strategic plan.
- Operating with a strong partnership among economic develop entities.
- Improve image, beautify and reduce clutter along Bandera Road by means of a concept and a plan of action.
- Be proactive in attracting diverse and viable businesses and be realistic in what the city can do attracting businesses and promoting economic development.
- Research and develop strategies and plans for addressing vacant property.

Responsible Party for Area of Focus and Objectives: Economic Development Director

Area of Focus: Customer Service/Communications

Objectives:

- Act on becoming a home rule city.
- Increase public satisfaction with public safety services.
- Have in place an effective system to track and respond to citizen inquires/complaints.
- Operate with better trained and functioning support services staff (e.g., attitude, skills, accountability, move from "good to great." 24/7, etc.)

Responsible Party for Area of Focus and Objectives: City Manager

Area of Focus: Infrastructure

Objectives:

- Improve traffic flow overall and in specific problem areas.
- Have a plan to resolve flood control issues around the park.
- Have a plan to address Evers Road rehabilitation.

Responsible Party for Area of Focus and Objectives: Public Works Director

Tracking and Reporting Progress

Employ quarterly reports to city council which provide an overview of the status of objectives and not a listing of tasks undertaken. The entire quarterly status report should be a page or less and be in a user-friendly form.

City of Leon Valley
Leadership Team
Roles, Responsibilities and Working Relationships

(review and discussion draft: 6/9/14)

The mayor, city council members and city manager should work together as a leadership team on behalf of the City of Leon Valley to benefit the community. The City of Leon Valley operates with the council-manager form of government under which the city council governs and the city manager administers. These roles, responsibilities and working relationships were reviewed, refined, validated or developed at the Annual City Council/City Manager Retreat held on Saturday, June 7, 2014.

City Council

- Essential Role: governing body (board of directors)
Key Responsibilities: -appoint and evaluate city manager
-set overall direction and policy
-oversight
-fiduciary
-stewardship

City Manager

- Essential Role: chief administrative officer (chief executive officer)
Key Responsibilities: -carry out direction and policies of city council
-administer day-to-day operations of the city
-provide information and recommendations to city council
-enforce laws and ordinances
-appoint, supervise and evaluate personnel
-communication
-represent the city
-budgeting
-planning
-contracting and purchasing officer

Mayor

- Essential Role: presiding officer (chairman of the board)
Key Responsibilities: -in coordination with city manager, prepare and approve council meeting agendas
-appoint city council committees
-coordinate and recommend appointments to City boards, commissions and committees
-sign ordinances
-declare emergencies

Responsibilities of an Individual Member of City Council

- be a voice for citizens
- focus on what is in the best interest of the city and community
- be prepared
- be an ambassador for the city
- be a good steward
- help get things done; be a positive force, not a hindrance
- be honest
- listen to others and be respectful

Characteristics of an Effective Leadership Team

- common goal(s)
- trust
- collective ideas
- mutual support
- work toward consensus
- respect
- willingness to share and to compromise
- diligence

Leadership Team Operating Protocols

- for individual council members, it is o.k. to ask staff for information, it is not o.k. to give them instructions (direction/instruction to staff comes from the city council as a body)
- it is always advisable to check in with and to inform the council about what you are doing
- address all communication to city secretary who then provides it to all appropriate parties
- in scheduling be considerate and respectful of people's time
- be inclusive in sharing information and letting people know what is going on in the community
- recognize and respect confidentiality
- communicate citizen/stakeholder issues/concerns/complaints to both the city manager and to the appropriate staff person
- have and use a means to track and measure response to requests by city staff to ensure timely and complete response

City of Leon Valley

Annual City Council/City Manager Retreat

Retreat Follow-Up Tasks

Retreat Idea Parking Lot Items – Review and Address

- clarify some of the key responsibilities of the city manager, e.g., “represent the city.” “contracting and purchasing officer,” etc.
- prepare and distribute a city organizational chart showing citizens, city council, mayor, city manager, key staff functions/positions, etc.
- clarify roles and working relationship between mayor and city manager
- clarify who is/are the spokesperson(s) for the city
- formalize and set an appropriate date for city council to evaluate the city manager
- clarify city council and city manager contracting authority
- in considering appointments to City boards, commissions and committees, provide information about all who are interested and who applied for appointments
- review the mayor’s role and responsibilities from 2004
- review and address the Linkwood neighborhood’s ingress and egress problems
- consider using city council members as liaisons or advisors for 12-month agenda

Other Retreat Follow-Up Tasks

- prepare a report to the community about the retreat
- schedule a check-in work session for Leadership Team by the end of 2014

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-07-14-13

DATE: JULY 14, 2014

TO: MAYOR AND CITY COUNCIL

FROM: SAUNDRA PASSAILAIGUE, CITY SECRETARY

THROUGH: MANUEL LONGORIA, JR., CITY MANAGER

SUBJECT: PROPOSED DATE CHANGE FOR THE COFFEE WITH THE MAYOR AND COUNCIL

PURPOSE

This item was placed on the City Council agenda at the request of Councilman Sanchez and Councilman Diaz pursuant to Resolution No. 2014R-01-13-01.

The request is for consideration to hold the monthly Coffee on the fourth Saturday of the month. This would not be in conflict with the quarterly Walk in the Park with the Mayor.

Attachments:

E-mail requesting the item.
Proposed Draft Resolution

APPROVED: _____ DISAPPROVED: _____

COMMENTS OR DIRECTION GIVEN OR ACTION TAKEN: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC

Saundra Passailaigue

From: Carmen Sanchez <c.sanchez@leonvalleytexas.gov>
Sent: Sunday, July 06, 2014 4:32 PM
To: Manny Longoria; Saundra Passailaigue; Abraham Diaz
Subject: Changing the Coffee with The Mayor

Mr. Longoria,

If Mr. Diaz agrees; we would like to add an item to the agenda to change the Coffee with the Mayor and City Council to the 4th Saturday of every month. This will allow more time between the coffee and the city council meeting.

I will provide a calendar showing the existing and the proposed dates.

Thanks,

Carmen Sanchez

Sent from my iPad

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-07-14-14

DATE: JULY 14, 2014
TO: MAYOR AND CITY COUNCIL
FROM: SAUNDRA PASSAILAIGUE, CITY SECRETARY
THROUGH: MANUEL LONGORIA, JR., CITY MANAGER
SUBJECT: JAZZ FESTIVAL MANAGEMENT AGREEMENT.

PURPOSE

This item was placed on the City Council agenda at the request of Councilman Martinez pursuant to Resolution No. 2014R-01-13-01.

Attachments:
Agreement

APPROVED: _____ DISAPPROVED: _____

COMMENTS OR DIRECTION GIVEN OR ACTION TAKEN: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

EVENT MANAGEMENT AGREEMENT

This Agreement (the "Agreement") is made and entered into on December 12, 2013 (the "Effective Date"), by and between Anthony C. Tobias (the "Event Manager") and the City of Leon Valley (the "City").

ACKNOWLEDGEMENTS

WHEREAS, the City shall engage the Event Manager as an independent contractor, and not as an employee, to perform certain services for the City in connection with the First Annual Fall Leon Valley Art & Jazz Festival (the "Festival"), as more fully set forth in Attachment "A";

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt of which is hereby acknowledged, the Event Manager and the City do hereby agree as follows:

AGREEMENTS

1. **Licensed Marks:**

- A. The City does hereby grant to Event Manager a limited non-exclusive license to use the City name and the Festival name and accompanying logo service marks (the "Licensed Marks") solely in connection with the promotion and management of the Festival and Festival-related events, provided Event Manager complies with the terms and conditions contained in this Agreement. Event Manager will present to the City for its approval, prior to printing, distribution, publication, display, or use, any and all promotional materials and scripts of all statements, oral or written, to be made by Event Manager, its agents or spokespersons, which use or refer to said Licensed Marks and the Festival. Such materials or statements must be of a high quality, consistent with the outstanding public image of the City.
- B. The Event Manager shall not use the Licensed Marks for any event or purpose other than the Festival and Festival-related events.
- C. The authority of the Event Manager to use the Licensed Marks commences upon the effective date of this Agreement and terminates upon the expiration of the term of this Agreement or upon termination of this Agreement, whichever shall occur first.

- D. The Event Manager shall not sublicense, transfer or assign the use of the Licensed Marks to any person or entity, including sponsors and/or vendors, without the prior written consent of the City.
2. **Services:** Event Manager's primary responsibility shall be to plan, direct and implement all aspects of a Two (2) day Festival in accordance with the City's directions, policies and procedures. The event is scheduled for October 4 & 5 2014. Specifically, during the term of this Agreement, as set forth herein, the Event Manager shall, for the benefit of the City, provide the services set forth in Attachment "A", attached hereto and incorporated herein for all purposes. Unless otherwise expressly agreed in writing by the parties hereto, Event Manager shall have no authority to, and shall not, (i) make any statement on behalf of City, or (ii) bind or otherwise obligate the City to any contract at any time.
3. **Term of Agreement:** The term of this Agreement shall be effective from the Effective Date through October 31, 2014, after the completion of the Festival (the "Term"). However, the Event manager's financial and certain other obligations provided for herein shall continue in effect until such responsibilities have been completed.
4. **Fees:** As consideration for the services provided hereunder by Event Manager, the city shall pay Event Manager a fee of Twenty Five Thousand Dollars (\$25,000.00) (the "Fee") The City shall pay the Fees as follows:
- Ten thousand dollars (\$10,000.00) first payment is due upon signing of the Agreement.
 - Remaining balance (\$15,000) will be incremental payments on a schedule agreed upon by the Event Manager and the City.
 - The second payment (\$5,000) will be paid on January 15, 2014. If the City receives and identifies additional revenues to support the event in Fiscal Year 2014, the third payment in the amount of \$5,000 will be paid by April 15, 2014. If revenues are not identified as noted, the third payment will be paid October 1, 2014. The final payment in the amount of \$5,000 will be paid upon successful completion of the event. The target date for payment is October 6, 2014.

In addition to paying the fees listed above to the Event Manager for managing the event, the Event Manager shall receive the following revenues which will be deducted from the items listed once paid by the entity described:

- twenty percent (20%) of all sponsorship fees
- twenty percent (20%) of all concessions sales
- twenty percent (20%) of all vendor fees
- fifteen percent (15%) of all beer and wine sales

The Revenue Shares will be subject to audit by the City's Finance Director.

5. **Expenses:** All expenses shall be paid for by Event Manager out of the Fees and Revenue Shares.
6. **Invoices:** Event Manager shall submit a summary of fees and revenues with a tally or profit or loss associated (subject to audit by the City) with this event to the City addressed as follows:

City Manager
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

7. **Representations and Warranties:** Event Manager represents and warrants that all services performed under this Agreement will be of professional quality conforming to generally accepted industry practices. Services performed by Event Manager which are determined by the City to be of less than professional quality shall, at the City's option, be corrected by Event Manager, at Event Manager's expense.
8. **Relationship of Parties:** The parties to this Agreement are not joint venturers, partners, agents, nor representatives of each other, and such parties have no legal relationship other than as contracting parties to this Agreement. The Event Manager shall not act or represent or hold itself out as having authority to act as an agent or partner of the Leon Valley Fall Art & Jazz Festival or in any way bind or commit the City to any obligations, without the prior written consent of the City.
9. **Waiver:** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver of any such provision, nor prevent such party thereafter from enforcing such provision or any other provision of the Agreement. The rights and remedies granted to both parties herein are cumulative and the election of one shall not constitute a waiver of such party's rights to assert all other legal remedies available under the circumstances.
10. **Termination:** This Agreement may be terminated (i) by either party upon breach by the other party of any of the material provisions of this Agreement, which breach remains uncured for twenty (20) days from the date of receipt of written notice from the non-breaching party to the other party specifying such breach; (ii) immediately upon written notice by the City if the Event Manager engages in unauthorized activities including, but not limited to, unauthorized uses of the Licensed Marks or breach of any of the provisions of this Agreement relating to confidentiality or activities which jeopardize the tax-exempt status of the City and the Event Manager does not cure within five (5) days upon receiving notice (or without notice or cure period if incurable or the assets of the City are at risk); or (iii) by the mutual written agreement of the parties.
11. **INDEMNIFICATION:** EVENT MANAGER AGREES TO INDEMNIFY AND HOLD THE CITY HARMLESS FROM AND AGAINST ANY AND ALL COSTS, LOSSES OR EXPENSES, INCLUDING REASONABLE ATTORNEYS' FEES, THAT THE CITY MAY INCUR BY REASON OF ANY THIRD-PARTY CLAIM OR SUIT ARISING OUT OF OR IN CONNECTION WITH EVENT MANAGER'S FAILURE TO PERFORM PURSUANT TO THIS AGREEMENT, AS WELL AS THE NEGLIGENCE, GROSS NEGLIGENCE, OR INTENTIONAL MISCONDUCT OF EVENT MANAGER, ITS EMPLOYEES, AGENTS AND REPRESENTATIVES, CONTRACTORS OR SUBCONTRACTORS, INCLUDING THE EMPLOYEES AND REPRESENTATIVES OF SAID CONTRACTORS OR

SUBCONTRACTORS.

THIS SECTION SHALL SURVIVE THE TERMINATION OR EXPIRATION OF THIS AGREEMENT.

12. **Insurance:** Event Manager shall at all times during the term of this Agreement maintain current comprehensive general liability insurance coverage in the minimum amount of \$1,000,000 - per occurrence. The Event Manager shall provide a certificate of insurance evidencing such coverage to the City, and shall name the City as AN additional insured thereon solely with respect to the events and activities which are the subject of this Agreement.

Additionally, the Event Manager shall obtain insurance covering all Festival participants and any incident related to the Festival on the day prior to the Festival, on the day of the Festival, or at any time related to the Festival and name the City as an additional insured.

Event Manager shall obtain Certificates of Insurance as set forth in Attachment B.

13. **No Assignment:** No party hereto may assign or transfer its rights or obligations arising under this Agreement, without the prior written consent of the other party hereto. This Agreement shall be binding upon and shall inure to the benefit of the respective permitted successors and assigns of the parties.
14. **Authority:** Each party hereto represents and warrants to the other that it has the authority to enter into this Agreement and that it is not a party to any other Agreement which prohibits it from entering into this Agreement or which renders any provision of this Agreement ineffective or unenforceable.
15. **Governing Law and Forum:** This Agreement and any dispute arising under or relating to it directly or indirectly shall be governed and interpreted under Texas law, without giving effect to its conflict of law provisions.
16. **Notice:** Any notice by either party to the other under this Agreement shall be in writing and shall be addressed as set forth below, provided, however, that if either party shall have designated a different address by written notice to the other, then such notice shall be provided to the last address so designated. In the event that either party changes its mailing address, phone number, or fax number, such party shall provide the other party a five (5) day advance written notice of such change.

If to the City, notice shall be addressed to:

City Manager, City of Leon Valley

If to the Event Manager, notice shall be addressed to:

17. **Cooperation:** To the extent that the City retains any other entity to engage in activities on behalf of the City compatible with Event Manager's responsibilities, Event Manager agrees to cooperate with any such entities with respect to such activities.

18. **Entire Agreement:** This Agreement supersedes any prior understandings or oral agreements between the parties regarding the subject matter hereof and constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof, and there are no agreements, understandings, representations or warranties among the parties other than those set forth herein.

EVENT MANAGER



By: Anthony C. Tobias

Title: Executive Director/Event Coordinator

Date: December 16, 2013

CITY



By: Manuel Longoria Jr.

Title: CITY MANAGER

Date: December 16, 2013

Attachment "A"

What We Will Do (Anthony C. Tobias)

- Obtain and maintain a new website for this new entity, Leon Valley Fall Art & Jazz Fall Festival (FALL FEST)
- Obtain all licenses and insurance needed for event
- Obtain permit from TABC to sell alcohol (Beer & Wine) at proposed venue
- Obtain nonprofit organization large enough to operate and maintain beer booth
- Obtain nonprofit organization large enough to operate and maintain parking
- Obtain overnight security
- Obtain, negotiate and contract all musicians for event
- Obtain, negotiate and contract all emcees for event
- Obtain hotel rooms for musicians and emcees for event
- Obtain hotel rooms for emcees for event
- Obtain and contract all food vendors for event
- Obtain and contract all artists for event
- Obtain and contract all craftspersons for event
- Obtain and contract all sponsorships for event
- Obtain and contract staging for event
- Obtain and contract sound and light for stage or stages
- Obtain all TV and radio interviews on the event
- Create a logo for the event
- Create a poster for the 2014 event, of which the city will get 100 posters
- Create a program for the 2014 event, of which the city will get 200 programs
- Provide scripted and edited radio commercials, as well as selected and timed music for the radio commercials
- Provide all press releases
- Coordinate logistical plan for concert, which includes an emergency plan and event diagram for the City of Leon Valley
- Coordinate with the Leon Valley Health Department on obtaining food permits
- Coordinate with the Leon Valley Fire Department on obtaining fire permits, if any
- Coordinate with the Leon Valley Public Works on obtaining any street closures, if any
- Coordinate with non-profit on the beer booth, including volunteer scheduling and other vital elements associated with the beer booth
- Coordinate with non-profit on parking at the venue, including scheduling and other vital elements associated with the parking at the venue
- Coordinate, create, and help establish a Life-Time & Humanitarian Achievement Award, which will be presented to an individual each year who has excelled in the community of Leon Valley, (The city of Leon Valley can select this person or the city can elect a board to nominate these individuals)

Over all, we will be responsible for logistics and management of Leon Valley Jazz Fall Festival, which includes hiring approximately 10-15 local, regional, and international bands/musicians to perform, hiring artists and food vendors, hiring security personnel for the evening, hiring radio and television personalities to emcee concerts, and collaborating with prominent clubs and restaurants to obtain sponsorships and exhibitors. We will also coordinate all amenities and accommodations for musicians/bands and in addition, collaborate with well-known artists in designing and painting a unique poster for each annual concert.

What You Do (Leon Valley)

Pay \$10,000 up-front once this agreement is approved and the balance of \$15,000 in incremental payments through the successful completion of the event scheduled for October 2014.

Obtain venue to have this event for two days in Leon Valley

Obtain security during the event for all two or three days

Officers

Sheriffs or

Constables

Provide a city official who would represent the city of Leon Valley on TV and radio interviews, or we can do this

Provide a list of regulations and rules, Do's and Don'ts from attendees from the city

Example:

1. Green Event
2. Smoking or Non-smoking Venue
3. Pets or No Pets Allowed

MAYOR AND COUNCIL COMMUNICATION

M&C# 2014-07-14-15

DATE: JULY 14, 2014
TO: MAYOR AND CITY COUNCIL
FROM: SAUNDRA PASSAILAIGUE, CITY SECRETARY
THROUGH: MANUEL LONGORIA, JR., CITY MANAGER
SUBJECT: LEON VALLEY COMPENSATION STUDY

PURPOSE

This item was placed on the City Council agenda at the request of Mayor Riley pursuant to Resolution No. 2014R-01-13-01.

APPROVED: _____ DISAPPROVED: _____

COMMENTS OR DIRECTION GIVEN OR ACTION TAKEN: _____

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT APRIL 2014

Overall Responses:

The Fire Department responded to 185 incidents this month (2013 – 132 incidents). Fire loss for the month was estimated at \$5,000. No injuries due to fire were reported.

Fires:

Firefighters responded to smoke and flames coming from Arby's restaurant at 6799 Bandera Rd., and found a commercial appliance that had caught fire and caused light damage. The fire was extinguished and manager contacted.

Firefighters responded to a grass fire behind the Onion House in Raymond Rimkus Park. They discovered and quickly extinguished two small grass fires.

Improvement to Class 3 ISO rating:

The official packet from the ISO arrived with a new survey which resulted in an improvement of 9.05 points. This moves the entire city from a Class 4 to a Class 3! This first improvement in our city history is the result of the cooperative effort of our entire staff, and came at no cost to taxpayers. This improvement is significant mark in our department's history and an accomplishment we should all be proud of.

The biggest impact on our rating came from our improvement in our department training and emergency response.



*The new rating may work to lower the cost of insurance premiums for all property owners, however the time which the rating will be effective is not available at this time. Congrats to ALL!

Mutual Aid:

Firefighters responded to assist Balcones Heights Fire Department with a fire at Taco Cabana, and light smoke in a shopping center at 4400 Fredericksburg Road. Both incidents were quickly controlled.

Hazardous Condition Response:

Firefighters responded to a call to assist the public with water leaking from the ceiling in an apartment at 5622 Evers Rd. The cause was quickly identified as a bio-waste hazard, and the building and all occupants were quickly cleared; decontaminated, provided medical assessment, and relocated. Firefighters assisted property management in managing the incident and the hazard was removed, and the situation was mitigated. The building has since passed inspections and been approved for occupancy.

EMS Responses:

EMS responded to a total of 102 incidents (2013 - 78). Seventy-seven (77) patients were transported to local hospitals by Leon Valley EMS. Forty-seven (47) EMS support responses were made.

Other Responses:

Fire crews responded to 12 false alarms, 2 hazardous conditions, 1 rescues, and 2 good intent calls this month.

Department news:

LVFD Strategic Goal #3 met!...Live burn training! Leon Valley Firefighters were invited to train with area fire departments at the San Antonio Fire Department training center. Live fire training is generally very costly (est. \$1,500- \$2,000 per session), and difficult to obtain. Firefighters, Sam Nevils, Ramiro Cano, Daniel Cano, Joseph Valadez, and Mike Dizzine attended the training.



New service offered to El Verde Rd. residents by the Fire Department:

Assistant Chief, Bill Lawson visited this week and signed up 36 residents in a new exciting early-alert flood warning program. Now, residents on El Verde and Poss Rd. are included in the text-paging system with the City's flood warning system. Just as emergency staff receives the alerts, If the flood warning system is activated, residents will get immediate notification as well, and help them plan for a flood event.



Meeting department 2014 goal #1 – Improve Firefighter safety:

Specifically meeting our first objective this year of developing a respiratory fitness program, the department moved forward in having the *seal and fit* of every firefighter tested. When FF's enter hazardous atmospheres they can be confident their equipment is safe & in top working order.

Training – Heavy lifting techniques and special rescue:

Firefighters trained at the public works facility on heavy lift techniques and use of our air-lift-bag equipment. FF's practiced lifting a 30 foot dumpster off the ground.



Donation by Intertek Research, \$2,000! : Intertek generously donated \$2,000 to go towards needs for the new fire station currently under construction. Vice President, John Glasser wrote in a letter to the department, "Please accept our contribution of \$2,000 to your station, we appreciate your efforts, quick response time, and continued support".

New adapters installed on fire hydrants at Intertek Automotive Research: – As a result of recent training initiative with Intertek Research coordinated by Lt. Garcia, Intertek installed “Storz” adapters on all 4 on-site fire hydrants. This will improve our ability to establish a quick water supply during emergencies.



Training – Wall breach and “Bail out” training with Firefighter Dizzine: Firefighter Dizzine taught a class on emergency escapes and self rescue techniques this week. Being very creative and resourceful as usual, Firefighter Dizzine used the small wall in front of the station, and a few items from around the firehouse.

Firefighter Ramiro Cano obtains Class B drivers license: Congratulations to Firefighter Ramiro “Ram” Cano on passing his Class B drivers license test. We wish him well on his future training on emergency driving, and vehicle operations.

Drive Safe Ram!



FIRE PREVENTION ACTIVITIES

INSPECTIONS	APR 2014	APR 2013	TOTAL 2014	TOTAL 2013
COMMERCIAL BUSINESS	22	20	116	147
INDUSTRIAL	3	0	5	2
PUBLIC BUILDINGS	5	4	13	13
APARTMENTS/HOTEL	4	2	11	12
INSTITUTIONAL	2	1	6	9
SCHOOLS	4	2	6	7
RESIDENTIAL CONTACT	13	30	22	38
COMPANY IN-SERVICE	15	20	90	71
NEW CONSTRUCTION	1	2	25	13
CERTIFICATES OF OCCUPANCY	5	10	37	50
TOTAL INSPECTIONS	74	91	331	370

Other Activities	APRIL 2014	APRIL 2013	TOTAL 2014	TOTAL 2013
SUPERVISED FIRE DRILLS	1	0	5	5
LECTURES/DEMOS	4	3	13	42
NUMBER ATTENDED	102	62	257	2300
PLAN REVIEWS	4	3	13	30
CITATIONS ISSUED	0	0	0	0
WARNINGS ISSUED	0	0	0	3
COMPLAINTS INVESTIGATED	1	1	5	9
PERMITS ISSUED	1	1	1	16
PERMIT FEES RECEIVED	50.00	150.00	\$50.00	\$2,812.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	APRIL 2014	APRIL 2013	TOTAL 2014	TOTAL 2013
STRUCTURE RESIDENTIAL	0	1	3	7
STRUCTURE COMMERCIAL RESIDENTIAL	0	0	2	5
STRUCTURE COMMERCIAL	2	0	2	2
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	1
VEHICLE FIRE	0	1	5	8
OUTSIDE RUBBISH FIRE	1	2	3	11
SPECIAL OUTSIDE FIRE	0	0	0	3
NATURAL VEGETATION FIRE	1	0	3	2
FIRE, OTHER	1	2	3	10
FALSE ALARM	12	14	42	143
INVESTIGATION OR SPECIAL INCIDENT	0	0	0	2
SERVICE CALL	12	6	35	58
EMS	102	78	400	1159
EMS ASSIST	47	17	155	242
HAZARDOUS CONDITION	2	3	5	23
RESCUE	1	4	4	14
MUTUAL AID	2	1	8	19
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0
GOOD INTENT CALL	2	6	9	53
SEVERE WEATHER OR NATURAL DISASTER	0	0	0	1
TOTAL	185	132	673	1867



Luis Valdez, Fire Chief

LEON VALLEY FIRE DEPARTMENT MONTHLY REPORT MARCH 2014

Overall Responses:

The Fire Department responded to 167 incidents this month (2013 – 174 incidents). There was an estimated \$20,000 in fire loss this month, and no injuries due to fire were reported.

Fires:

Firefighters responded to an apartment fire at 5622 Evers Rd and quickly extinguished a small kitchen fire. The fire was caused by a box of trash bags being placed on top of burners. No injuries reported and the fire damage was limited to the immediate surrounding area.

Firefighters responded to a vehicle fire and found a vehicle rolled over with a small fire. The fire was extinguished and the driver transported. Firefighters responded to a small grass fire in the ditch of 7132 Bandera Rd. The fire was quickly controlled and limited to a very small area.

Firefighters released a new safety video on youtube. The video project was made by a group of firefighters to help promote grilling safety just in time for spring-time barbecues. Firefighter Gabriel "Nemo" Nerio is pictured Left as Firepup and Firefighter Ramiro Cano is pictured on the right, narrating the video.

Click the link or embedded link in the picture below to watch the video.
<https://www.youtube.com/watch?v=l3o3iabkoDA>



EMS:

EMS responded to a total of 98 incidents (2013 - 104). Seventy-three (73) patients were transported to local hospitals by Leon Valley EMS. Forty (40) EMS support responses were made.

Other Responses:

Fire crews responded to 12 false alarms, 1 grass/rubbish fires, 5 good intent calls, and 1 special rescue.

Fire Prevention/Education:

Ninety-three (93) Fire inspections were completed (2013 – 87 inspections), which includes 17 Certificate of Occupancy inspections. Two (2) construction plans were reviewed and no fire construction permits were issued in March.

Personnel & Training News:

Fire Department passed a “Spot” inspection by the Texas Commission on Fire Protection: Tim Gardner, Compliance Officer with the Texas Commission on Fire Protection stopped in for a surprise inspection.

Inspector Gardner reviewed the departments –

- Training Logs
- Bunker Gear
- Respiratory systems (SCBA's)
- Maintenance records



Force multiplier – Mutual Aid departments meet at Leon Valley FD:

Castle Hills FD, Balcones Heights FD, and Olmos Park FD responded with crews to the Leon Valley Fire Department for a training opportunity. Training included communications, ladder response, and resource management.

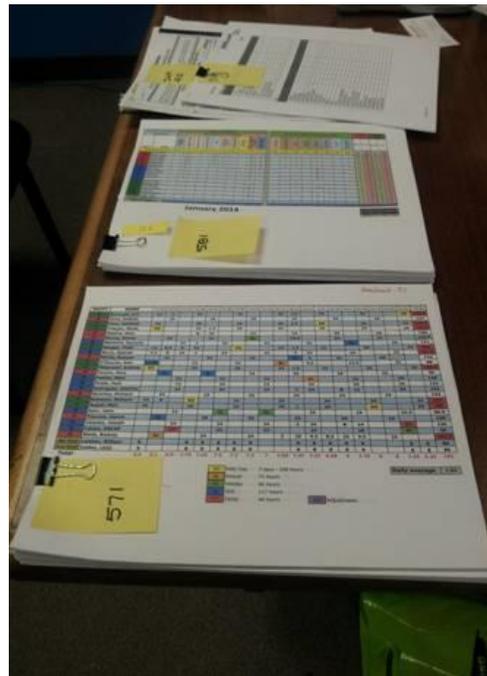


Leon Valley FD travels to Austin to meet with the ISO:

For the first time in our department's history, the fire department is travelling to the ISO office in Austin to challenge the last rating grade, awarded in 2012.

The department has made significant improvements that lead us to believe may have an impact on our rating.

Several reports compiled by our Firefighters are prepared, ready to challenge the last rating.



Local Ajahn (Teacher) Monk from the Buddhist temple stopped in for a visit:

One of our Monks was able to visit us at the fire station for a few minutes to discuss drainage improvements planned for the Temple property. These drainage improvement works to relieve water runoff into the homes at the end of Huebner Rd.

We plan a visit to the Temple soon to learn more about how we can best serve the Monks at the Temple on Sawyer Rd.

Arborist meet in Leon Valley to Learn about Firewise:

Arborist and local officials reported to the Leon Valley Community Center on Tuesday for a lesson on Firewise. The presentation was given by the Texas Forest Service, and included a presentation and tour of the shaded fuel break by Chief Valdez at the Leon Valley Natural Area.



FIRE PREVENTION ACTIVITIES

INSPECTIONS	MARCH 2014	MARCH 2013	TOTAL 2014	TOTAL 2013
COMMERCIAL BUSINESS	32	30	94	439
INDUSTRIAL	0	0	2	2
PUBLIC BUILDINGS	2	3	8	40
APARTMENTS/HOTEL	2	3	7	32
INSTITUTIONAL	1	4	4	26
SCHOOLS	0	0	2	22
RESIDENTIAL CONTACT	1	15	9	129
COMPANY IN-SERVICE	28	20	75	210
NEW CONSTRUCTION	10	3	24	26
CERTIFICATES OF OCCUPANCY	17	9	32	129
TOTAL INSPECTIONS	93	87	257	1065

Other Activities	MARCH 2014	MARCH 2013	TOTAL 2014	TOTAL 2013
SUPERVISED FIRE DRILLS	0	0	4	5
LECTURES/DEMOS	2	1	9	42
NUMBER ATTENDED	45	100	155	2300
PLAN REVIEWS	4	2	9	30
CITATIONS ISSUED	0	0	0	0
WARNINGS ISSUED	0	0	0	3
COMPLAINTS INVESTIGATED	2	1	4	9
PERMITS ISSUED	0	3	0	16
PERMIT FEES RECEIVED	0.00	200.00	\$0.00	\$2,812.50

EMERGENCY INCIDENT RESPONSE DATA

INCIDENT TYPE	MAR 2014	MAR 2013	TOTAL 2014	TOTAL 2013
STRUCTURE RESIDENTIAL	1	0	3	8
STRUCTURE COMMERCIAL RESIDENTIAL	0	2	2	2
STRUCTURE COMMERCIAL	0	0	0	0
STRUCTURE FIRE OTHER THAN BUILDING	0	0	0	1
VEHICLE FIRE	1	1	5	6
OUTSIDE RUBBISH FIRE	1	2	2	8
SPECIAL OUTSIDE FIRE	0	0	0	2
NATURAL VEGETATION FIRE	1	1	2	2
FIRE, OTHER	0	5	2	0
FALSE ALARM	12	13	30	141
INVESTIGATION OR SPECIAL INCIDENT	0	0	0	1
SERVICE CALL	5	2	20	81
EMS	98	104	298	1058
EMS ASSIST	40	25	108	356
HAZARDOUS CONDITION	0	5	3	61
RESCUE	1	4	3	14
MUTUAL AID	2	2	6	12
OVERPRESSURE RUPTURE OR EXPLOSION	0	0	0	0
GOOD INTENT CALL	5	8	7	66
SEVERE WEATHER OR NATURAL DISASTER	0	0	0	2
TOTAL	167	174	488	1821



Luis Valdez, Fire Chief

Monthly Report

Finance

June 2014

Sales Tax Revenue

- ❖ Sales tax revenue of \$174,843 was received from the State Comptroller's office in June. After consideration of the June sales tax payment, year-to-date sales tax revenues are 14.48% higher than this time last year.

Street Maintenance Sales Tax Revenue

- ❖ Street Maintenance Sales tax of \$43,705 was received from the State Comptroller's office in June.

Crime Control and Prevention District

- ❖ The City received the first sales tax remittance from the State Comptroller's office for the Crime Control and Prevention District in June. The amount received was \$19,770.03.

Ad Valorem Taxes

- ❖ Ad Valorem taxes of \$249,734 was received from the Tax Assessor/Collector's office in June. Collections for June 2013 were \$236,831.

2015 Budget

- ❖ Under the direction of the City Manager, the Finance department staff is compiling the first draft version of the proposed FY 2015 budget.



**CITY OF LEON VALLEY
FINANCIAL STATEMENT
JUNE 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	75.0%	\$ 3,076,742	95.0%	\$ 2,947,522	95.5%
Sales Taxes	1,855,346	75.0%	1,367,944	73.7%	1,092,373	60.9%
Franchise Taxes	707,181	75.0%	576,491	81.5%	513,535	70.8%
Licenses,Permits,Fees,Fines	1,011,551	75.0%	752,133	74.4%	793,326	77.3%
Miscellaneous	138,390	75.0%	169,021	122.1%	335,778	279.3%
TOTAL REVENUE	\$ 6,949,668	75.0%	\$ 5,942,331	85.5%	\$ 5,682,534	84.2%
<u>EXPENDITURES</u>						
Business Office	\$ 154,139	75.0%	\$ 90,855	58.9%	\$ 117,867	70.9%
Finance	221,690	75.0%	155,910	70.3%	151,349	70.6%
Council & Manager	422,832	75.0%	298,483	70.6%	198,307	64.7%
Police	2,296,157	75.0%	1,567,635	69.0%	1,460,235	69.0%
Fire	2,307,468	75.0%	1,649,328	72.0%	1,623,960	74.0%
Public Works	1,212,714	75.0%	878,417	72.4%	744,725	66.9%
Community Development	205,275	75.0%	139,408	67.9%	212,579	68.5%
Economic Development	161,088	75.0%	121,142	75.2%	87,056	69.8%
Special Events	28,000	75.0%	24,516	87.6%	9,629	54.7%
Parks & Recreation	213,266	75.0%	148,106	69.5%	58,765	52.5%
Library	287,199	75.0%	205,546	71.6%	392,736	47.1%
Other Sources/Uses	129,997	75.0%	116,997	90.0%	-	
TOTAL EXPENDITURES	\$ 7,639,825	75.0%	\$ 5,396,342	70.3%	\$ 5,057,208	66.9%



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	75.0%	\$ 981,540	65.4%	\$ 961,497	60.5%
Sewer Sales	1,647,000	75.0%	1,203,421	73.1%	1,225,426	76.0%
Connection & Platting	2,500	75.0%	450	18.0%	375	15.0%
Customer Fees	43,300	75.0%	33,950	78.4%	37,010	85.5%
Tapping Fees	16,000	75.0%	9,912	62.0%	8,936	55.9%
Miscellaneous	48,800	75.0%	145,008	297.2%	62,888	128.9%
TOTAL REVENUE	\$3,257,600	75.0%	\$2,374,280	72.9%	\$2,296,132	69.3%
<u>EXPENDITURES</u>						
Business Office	662,323	75.0%	429,071	64.8%	418,680	66.4%
Water System	1,322,683	75.0%	1,007,786	76.2%	701,326	60.6%
Sewer System	1,265,754	75.0%	971,865	76.8%	939,352	67.3%
Storm Water	381,581	75.0%	186,855	49.0%	149,718	40.7%
Other Sources/Uses	20,000	75.0%	20,000	100.0%		
TOTAL EXPENDITURES	\$3,652,341	75.0%	\$2,615,576	71.5%	\$2,209,076	62.2%



Community Center Fund

	FY 2013-2014 BUDGET		FY 2013-2014 Y-T-D ACTUAL		FY 2012-2013 Y-T-D	
<u>REVENUE</u>						
Hotel/Motel Taxes	83,082	75.0%	50,538	60.8%	47,529	62.8%
RENTAL FEES:						
Community Center	48,751	75.0%	34,463	70.7%	35,181	73.9%
Conference Center	34,800	75.0%	19,576	56.3%	27,587	104.4%
Miscellaneous:						
CDBG Grant	-		-		-	
CPS Energy Rebate	-		-		-	
TOTAL REVENUE	\$ 166,633	75.0%	\$ 104,577	62.8%	\$ 110,297	73.6%
TOTAL EXPENDITURES	\$ 208,600	75.0%	\$ 165,962	77.4%	\$ 87,848	60.7%



Street Maintenance Sales Tax

	Actual FY 2012	Actual FY 2013	Budget FY 2014	Actual FY 2014
Revenues	443,738	475,884	457,050	338,303
Transfers In	-	-	-	-
TOTAL REVENUES	443,738	475,884	457,050	338,303
Expenditures	546,311	10,720	955,799	377,271
TOTAL EXPENDITURES	546,311	10,720	955,799	377,271
FUND BALANCE	401,699	866,863	368,114	827,895

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 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	111,359.93	0.00	3,076,742.36	0.00	160,457.64	95.04
SALES TAXES	1,855,346.00	174,843.18	0.00	1,367,943.97	0.00	487,402.03	73.73
FRANCHISE FEES	707,181.00	145,401.99	0.00	576,491.25	0.00	130,689.75	81.52
LICENSE, PERMITS, FEES, FINE	1,011,551.00	67,393.30	0.00	752,132.74	0.00	259,418.26	74.35
MISCELLANEOUS	<u>138,390.00</u>	<u>46,865.10</u>	<u>0.00</u>	<u>169,020.80</u>	<u>0.00</u>	<u>30,630.80</u>	<u>122.13</u>
TOTAL REVENUE	6,949,668.00	545,863.50	0.00	5,942,331.12	0.00	1,007,336.88	85.51
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Business Office							

PERSONNEL SERVICES	79,009.00	5,676.59	0.00	47,152.22	0.00	31,856.78	59.68
SUPPLIES	8,230.00	77.82	0.00	7,166.39	79.14	984.47	88.04
CONTRACTUAL SERVICES	<u>66,900.00</u>	<u>1,474.95</u>	<u>0.00</u>	<u>36,457.15</u>	<u>0.00</u>	<u>30,442.85</u>	<u>54.49</u>
TOTAL Business Office	154,139.00	7,229.36	0.00	90,775.76	79.14	63,284.10	58.94
Finance							

PERSONNEL SERVICES	133,468.00	9,882.10	0.00	97,584.74	0.00	35,883.26	73.11
SUPPLIES	6,800.00	387.62	0.00	4,410.89	79.15	2,309.96	66.03
CONTRACTUAL SERVICES	71,422.00	6,290.98	0.00	53,088.96	0.00	18,333.04	74.33
CAPITAL OUTLAY	<u>10,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>745.89</u>	<u>0.00</u>	<u>9,254.11</u>	<u>7.46</u>
TOTAL Finance	221,690.00	16,560.70	0.00	155,830.48	79.15	65,780.37	70.33
City Manager & Council							

PERSONNEL SERVICES	207,644.00	20,027.69	0.00	147,322.32	0.00	60,321.68	70.95
SUPPLIES	18,640.00	1,827.93	0.00	11,198.09	233.84	7,208.07	61.33
CONTRACTUAL SERVICES	<u>196,548.00</u>	<u>15,444.77</u>	<u>0.00</u>	<u>139,728.86</u>	<u>0.00</u>	<u>56,819.14</u>	<u>71.09</u>
TOTAL City Manager & Council	422,832.00	37,300.39	0.00	298,249.27	233.84	124,348.89	70.59

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 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	20,315.22	0.00	218,715.63	0.00	101,263.37	68.35
SUPPLIES	6,500.00	102.37	0.00	2,844.34	176.41	3,479.25	46.47
CONTRACTUAL SERVICES	<u>56,971.00</u>	<u>5,782.35</u>	<u>0.00</u>	<u>41,734.47</u>	<u>0.00</u>	<u>15,236.53</u>	<u>73.26</u>
TOTAL Police Administration	383,450.00	26,199.94	0.00	263,294.44	176.41	119,979.15	68.71
Police Crime Prevention							

TOTAL Police Crime Prevention	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Police Patrol							

PERSONNEL SERVICES	1,145,721.00	82,490.56	0.00	818,693.87	430.00	326,597.13	71.49
SUPPLIES	83,400.00	5,800.28	0.00	49,568.39	3,477.13	30,354.48	63.60
CONTRACTUAL SERVICES	<u>9,700.00</u>	<u>353.60</u>	<u>0.00</u>	<u>4,141.07</u>	<u>376.20</u>	<u>5,182.73</u>	<u>46.57</u>
TOTAL Police Patrol	1,238,821.00	88,644.44	0.00	872,403.33	4,283.33	362,134.34	70.77
Police Communications							

PERSONNEL SERVICES	276,193.00	17,159.39	0.00	166,480.22	0.00	109,712.78	60.28
SUPPLIES	2,200.00	0.00	0.00	770.57	0.00	1,429.43	35.03
CONTRACTUAL SERVICES	<u>2,900.00</u>	<u>103.75</u>	<u>0.00</u>	<u>1,417.19</u>	<u>0.00</u>	<u>1,482.81</u>	<u>48.87</u>
TOTAL Police Communications	281,293.00	17,263.14	0.00	168,667.98	0.00	112,625.02	59.96
Police Investigations							

PERSONNEL SERVICES	308,883.00	17,121.18	0.00	199,306.69	154.00	109,422.31	64.57
SUPPLIES	2,600.00	0.00	0.00	593.97	0.00	2,006.03	22.85
CONTRACTUAL SERVICES	<u>5,500.00</u>	<u>42.05</u>	<u>0.00</u>	<u>946.45</u>	<u>0.00</u>	<u>4,553.55</u>	<u>17.21</u>
TOTAL Police Investigations	316,983.00	17,163.23	0.00	200,847.11	154.00	115,981.89	63.41
Police Narcotics TF							

PERSONNEL SERVICES	75,474.00	6,700.50	0.00	57,726.53	0.00	17,747.47	76.49
CONTRACTUAL SERVICES	<u>136.00</u>	<u>14.75</u>	<u>0.00</u>	<u>81.50</u>	<u>0.00</u>	<u>54.50</u>	<u>59.93</u>
TOTAL Police Narcotics TF	75,610.00	6,715.25	0.00	57,808.03	0.00	17,801.97	76.46

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 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	14,173.43	0.00	150,249.91	0.00	66,577.09	69.29
SUPPLIES	4,914.00	123.78	0.00	5,023.60	380.37	489.97	109.97
CONTRACTUAL SERVICES	35,346.00	2,101.35	0.00	23,533.78	0.00	11,812.22	66.58
TOTAL Fire Administration	257,087.00	16,398.56	0.00	178,807.29	380.37	77,899.34	69.70
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	112,130.92	0.00	1,115,216.13	0.00	528,658.87	67.84
SUPPLIES	31,237.00	5,442.57	0.00	19,300.01	1,636.60	10,300.39	67.03
CONTRACTUAL SERVICES	71,280.00	3,363.95	0.00	66,673.29	0.00	4,606.71	93.54
CAPITAL OUTLAY	190,480.00	0.00	0.00	15,085.94	163,900.00	11,494.06	93.97
TOTAL Fire Operations	1,936,872.00	120,937.44	0.00	1,216,275.37	165,536.60	555,060.03	71.34
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	1,208.16	0.00	15,338.59	4,051.36	20,220.05	48.95
CONTRACTUAL SERVICES	68,576.00	1,435.67	0.00	61,658.73	0.00	6,917.27	89.91
CAPITAL OUTLAY	5,323.00	7,280.00	0.00	7,280.00	0.00	1,957.00	136.76
TOTAL Fire EMS	113,509.00	9,923.83	0.00	84,277.32	4,051.36	25,180.32	77.82
Public Works M&O							

PERSONNEL SERVICES	671,134.00	49,660.27	0.00	484,900.73	0.00	186,233.27	72.25
SUPPLIES	147,000.00	7,406.12	0.00	109,979.76	837.63	36,182.61	75.39
CONTRACTUAL SERVICES	264,580.00	14,010.37	0.00	182,347.44	0.00	82,232.56	68.92
CAPITAL OUTLAY	130,000.00	240.00	0.00	100,351.04	0.00	29,648.96	77.19
TOTAL Public Works M&O	1,212,714.00	71,316.76	0.00	877,578.97	837.63	334,297.40	72.43

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 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
<hr/>							
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(129,997.00)	(116,997.00)	0.00	(116,997.00)	0.00	(13,000.00)	90.00
TOTAL OTHER SOURCES/USES	(129,997.00)	(116,997.00)	0.00	(116,997.00)	0.00	(13,000.00)	(90.00)
<hr/>							
NET GAIN OR (LOSS)	(690,157.00)	(123,188.96)	0.00	722,981.60	(176,992.87)	(1,236,145.73)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 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	54,025.37	0.00	145,008.05	0.00	96,208.05	297.15
WATER SALES	1,500,000.00	124,603.80	0.00	981,539.85	0.00	518,460.15	65.44
SEWER SALES	1,647,000.00	147,828.26	0.00	1,203,420.84	0.00	443,579.16	73.07
CONNECTION & PLATTING	2,500.00	150.00	0.00	450.00	0.00	2,050.00	18.00
CUSTOMER FEES	43,300.00	3,427.61	0.00	33,949.92	0.00	9,350.08	78.41
TAPPING FEES	16,000.00	3,885.60	0.00	9,911.52	0.00	6,088.48	61.95
TOTAL REVENUE	3,257,600.00	333,920.64	0.00	2,374,280.18	0.00	883,319.82	72.88
	=====	=====	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

Business Office

PERSONNEL SERVICES	540,221.00	38,821.86	0.00	368,891.00	0.00	171,330.00	68.29
SUPPLIES	33,750.00	1,300.00	0.00	10,910.54	157.77	22,681.69	32.79
CONTRACTUAL SERVICES	88,352.00	1,935.49	0.00	49,111.26	0.00	39,240.74	55.59
TOTAL Business Office	662,323.00	42,057.35	0.00	428,912.80	157.77	233,252.43	64.78

Water System

PERSONNEL SERVICES	331,189.00	25,008.30	0.00	243,892.27	0.00	87,296.73	73.64
SUPPLIES	82,500.00	2,407.05	0.00	43,853.58	10.39	38,636.03	53.17
CONTRACTUAL SERVICES	476,594.00	19,854.27	0.00	319,520.67	0.00	157,073.33	67.04
CAPITAL OUTLAY	432,400.00	0.00	0.00	400,508.31	0.00	31,891.69	92.62
TOTAL Water System	1,322,683.00	47,269.62	0.00	1,007,774.83	10.39	314,897.78	76.19

Sewer System

PERSONNEL SERVICES	127,604.00	7,823.89	0.00	90,097.55	0.00	37,506.45	70.61
SUPPLIES	4,751.00	0.00	0.00	116.33	0.00	4,634.67	2.45
CONTRACTUAL SERVICES	1,133,399.00	109,105.23	0.00	881,650.51	0.00	251,748.49	77.79
TOTAL Sewer System	1,265,754.00	116,929.12	0.00	971,864.39	0.00	293,889.61	76.78

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 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
<hr/>							
Construction							

TOTAL Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
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Storm Water							

PERSONNEL SERVICES	198,081.00	10,166.09	0.00	99,764.24	0.00	98,316.76	50.37
SUPPLIES	18,500.00	192.01	0.00	3,836.38	0.00	14,663.62	20.74
CONTRACTUAL SERVICES	165,000.00	2,768.13	0.00	66,910.83	0.00	98,089.17	40.55
CAPITAL OUTLAY	0.00	0.00	0.00	16,343.81	0.00	16,343.81	0.00
TOTAL Storm Water	381,581.00	13,126.23	0.00	186,855.26	0.00	194,725.74	48.97
<hr/>							
*** TOTAL EXPENDITURES ***	3,632,341.00	219,382.32	0.00	2,595,407.28	168.16	1,036,765.56	71.46
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *	(374,741.00)	114,538.32	0.00	(221,127.10)	168.16	(153,445.74)	40.95
	=====	=====	=====	=====	=====	=====	=====
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OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00	0.00	100.00
TOTAL OTHER SOURCES/USES	(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00	0.00	(100.00)
<hr/>							
NET GAIN OR (LOSS)	(394,741.00)	94,538.32	0.00	(241,127.10)	168.16	(153,445.74)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 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	5,343.72	0.00	50,538.49	0.00	32,543.51	60.83
FEES	83,551.00	3,816.00	0.00	54,039.00	0.00	29,512.00	64.68
TOTAL REVENUE	166,633.00	9,159.72	0.00	104,577.49	0.00	62,055.51	62.76
EXPENDITURE SUMMARY							
Community Center Operations							
PERSONNEL SERVICES	86,670.00	5,968.20	0.00	61,319.94	0.00	25,350.06	70.75
SUPPLIES	10,400.00	19.99	0.00	7,983.68	0.00	2,416.32	76.77
CONTRACTUAL SERVICES	66,530.00	1,272.88	0.00	49,774.52	0.00	16,755.48	74.82
CAPITAL OUTLAY	25,000.00	0.00	0.00	26,883.96	0.00	1,883.96	107.54
TOTAL Community Center Operations	188,600.00	7,261.07	0.00	145,962.10	0.00	42,637.90	77.39
Visitor Services							
TOTAL Visitor Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
*** TOTAL EXPENDITURES ***	188,600.00	7,261.07	0.00	145,962.10	0.00	42,637.90	77.39
** REVENUE OVER (UNDER) EXPENDITURES *	(21,967.00)	1,898.65	0.00	(41,384.61)	0.00	19,417.61	88.39-
OTHER FINANCING SOURCES (USES)							
OTHER SOURCES/USES	(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00	0.00	100.00
TOTAL OTHER SOURCES/USES	(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00	0.00	(100.00)
NET GAIN OR (LOSS)	(41,967.00)	18,101.35)	0.00	(61,384.61)	0.00	19,417.61	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: JUNE 30TH, 2014

720-Street Maintenance Tax
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
Revenues	457,050.00	43,704.78	0.00	338,303.00	0.00	118,747.00	74.02
TOTAL REVENUE	457,050.00	43,704.78	0.00	338,303.00	0.00	118,747.00	74.02
EXPENDITURE SUMMARY							
Street Maintenance Tax							
CONTRACTUAL SERVICES	955,799.00	9,708.45	0.00	377,271.00	0.00	578,528.00	39.47
TOTAL Street Maintenance Tax	955,799.00	9,708.45	0.00	377,271.00	0.00	578,528.00	39.47
*** TOTAL EXPENDITURES ***	955,799.00	9,708.45	0.00	377,271.00	0.00	578,528.00	39.47
** REVENUE OVER (UNDER) EXPENDITURES *	(498,749.00)	33,996.33	0.00	(38,968.00)	0.00	(459,781.00)	92.19
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)	(498,749.00)	33,996.33	0.00	(38,968.00)	0.00	(459,781.00)	

*** END OF REPORT ***

LEON VALLEY PUBLIC LIBRARY STATISTICS

JUNE 2014

	JUNE 2014	Compared to	MAY 2014
Items Loaned	2974		2768
OneClickAudio Sessions	2		0
Days Open/Average Per Day	20/149		22/126
Door Count	7727		7576
Volunteer Hours	257		206
Items Added New/Redo	132/99		148/111
Value of Gift Items	\$417		\$972
Reference Questions	498		582
Items Withdrawn	9		11
Library Cards Issued	75		55
Internal Internet Sessions	572		650
External Wi-Fi LVP Accesses	2185		2795
Faxes Sent	128		137
Facebook Reaches	3308		2227
Lit. Students/Items Used	3 stu/6 bks		3 stu/6 bks
ILL Received TexPress	24 pkg/ 25 bks		10 pkg/ 10 bks
ILL Returned TexPress	13 pkg/ 14 bks		16 pkg/ 16 bks
ILL Mailed	4 in/ 3 out		0 in/ 1 out
Library Fines	\$84.50		\$61.95
Library Copy	\$138.70		\$67.00
Tax Equivalent	\$173.50		\$192.50
Gifts and Memorials	\$110.00		\$135.00
Member Amount Saved	\$44,162.71		\$42,410.46

