

NOTICE OF PUBLIC MEETINGS

AGENDA

LEON VALLEY CITY COUNCIL MEETINGS

DECEMBER 4, 2012, 5:30 P.M.

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

SPECIAL MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 5:30 P.M.

1. Call the City of Leon Valley Special City Council Meeting to Order, and Determine a Quorum is Present. (Mayor Riley)
 2. Executive Session in Accordance with the Texas Government Code.
 - A. The City Council Will Convene in Executive Session, Pursuant to Texas Government Code Section 551.074, Personnel Matters, to Conduct Interviews with Prospective Board Candidates, for the Economic Development Corporation, M&C # 12-01-12.
 - B. The City Council Will Reconvene into Open Session and Consider Action on an Ordinance Regarding the Appointment of a Member to the Leon Valley Economic Development Corporation (LVEDC), M&C # 12-02-12.
 3. Adjourn.
-

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

1. Call the City of Leon Valley Regular City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance. (Mayor Riley)
2. Introduction of New City Attorney, Charles E. Zech, of Denton, Navarro, Rocha & Bernal, P.C., M&C # 12-03-12. (Mayor Riley & Longoria)
3. Volunteer Recognition of Those Persons Involved in the Huebner-Onion House 160th and the City of Leon Valley 60th Anniversary Commemoration Events. (Council Members Hill & Baldrige)
4. Texas State Senate Proclamation 1416 Issued by Senator Leticia Van de Putte Recognizing the Preservation of the Evers School Water Well and on the Placing of a Historical Plaque. (Mayor Riley)
5. Introduction of New City Staff, M&C # 12-04-12. (Police Chief Randall Wallace)
6. Citizens to be Heard and Time for Objections to the Consent Agenda.
"Citizens to be Heard" is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council for which the subject was not posted on the agenda of that meeting, the Council may receive the information, but cannot act upon it at that meeting. They may direct staff to contact the requestor or request that the issue be placed on a future agenda for discussion by the Council.

Note: City Council may not debate any non-agenda issue, nor may any action be taken on any non-agenda issue at this time; however City Council may present any factual response to items brought up by citizens [Attorney General Opinion – JC 0169].

Consent Agenda

7. **Consider Approval of the Meeting Minutes of the Special Joint City Council and Leon Valley Historical Society Meeting of November 2, 2012. (Willman)**
8. **Consider Approval of the Meeting Minutes of the Special and Regular City Council Meetings of November 5, 2012. (Willman)**
9. **Consider Approval of the Meeting Minutes of the Special City Council Meeting of November 12, 2012. (Willman)**
10. **Consider Action on Continuation of Agreement with the San Antonio Police Department for the (High Intensity Drug Trafficking Area) HIDTA Program, M&C # 12-05-12. This agenda item will allow the City Council to consider approving and continuing an agreement with the San Antonio Police Department (Police Chief Randall Wallace)**

Regular Agenda

11. **Discuss and Consider Action on an Ordinance Authorizing the City Manager to Execute a Municipal Maintenance Agreement with the Texas Department of Transportation, for Maintenance and Operation of State Highway 16, M&C # 12-06-12. This agenda item will allow the City Council to consider approving an ordinance authorizing a municipal maintenance agreement between the City of Leon Valley and the Texas Department of Transportation related to the maintenance and operation of State Highway 16 (Bandera Road) and authorizing the City Manager to execute the municipal maintenance agreement. (Longoria)**

Discussion Agenda

12. **Discuss Proposed CIED Fund Budget, M&C # 12-07-12. This agenda item will allow the City Council to discuss a proposed budget to determine projects for the CIED Fund. (Mayor Riley)**
13. **Discuss January 26, 2013 Town Hall Meeting Agenda Topics and Provide Direction to the City Manager, M&C # 12-08-12. This agenda item will allow the City Council to discuss agenda topics and details pertinent to the January 26, 2013 Town Hall Meeting. (Mayor Riley)**
14. **City Manager's Report. (Longoria)**
 - A. **Informational updates, as may be required.**
 - B. **Monthly Departmental Reports for Month of October 2012.**
 - C. **Approved Minutes of City-Affiliated Boards, Committees, and Commissions. This agenda item will allow the City Council to review the work of City-affiliated boards, committees, and commissions through the publication of approved meeting minutes on an ongoing basis.**

- (1) Leon Valley Economic Development Corporation, September 26, 2012 and October 24, 2012
- (2) Leon Valley Park Commission, September 10, 2012, and October 8, 2012
- (3) Leon Valley Public Library Board of Trustees, August 13, 2012, and October 8, 2012
- (4) Leon Valley Zoning Commission, August 28, 2012, September, No Meeting, and October 23, 2012

D. Future Agenda Items

- (1) Conduct the Second of Two Public Hearings and Readings and Consider Action on a Resolution Approving a Leon Valley Economic Development Corporation (LVEDC) Project Funding of Up to \$10,000 in a Grant and Up to \$37,500 in a Loan to Mauricio Romero and El Sol Bakery, Inc. for the Relocation of El Sol Bakery to Leon Valley and Improvements to the Kinman House at 6417 Evers Road, Leon Valley, TX, December - January
- (2) Consider Action on a Resolution Authorizing the City Manager to Execute a Lease with Mauricio Romero for the Kinman House at 6417 Evers Road, Leon Valley, TX, December - January
- (3) Consider Renewal of Support Services Contract with LVEDC, December 18, 2012.
- (4) Consider Approval of the Architectural Services Contract with OCO Architects for Professional Services Related to the Municipal Facilities Improvement Project as Authorized in the 2012 Municipal Bond Election, December 18, 2012.
- (5) Consider Approving the Solid Waste Contract, December 18, 2012.
- (6) Consider a Request to Allow a Light Emitting Diode (LED) Sign, Measuring 24 Square Feet at 6421 Bandera Road, December 18, 2012.
- (7) LVCC & LVEDC Quarterly Joint Meeting, January 2013.
- (8) Consideration of a Service Provider for Construction Manager at Risk for the Municipal Facilities Improvement Project, January, 2013.
- (9) Conduct Annual Town Hall Meeting, Saturday, January 26, 2013.
- (10) Texas Department of Transportation Presentation on Super Street Model.
- (11) Staff Update / Presentation on the Progress of the Sun Setting Process for the City of Leon Valley's Boards, Committees, and Commissions.

15. Citizens to be Heard.

16. Announcements by the Mayor and Council Members.

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

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

Executive Session

- 17.** The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed

on the posted agenda, above, as authorized by the Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

18. Adjourn.

Attendance by Other Elected or Appointed Officials:

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

I hereby certify that the above NOTICE OF PUBLIC MEETINGS AND AGENDA OF THE LEON VALLEY CITY COUNCIL were posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on Friday, November 30, 2012 by 2:45 p.m., and remained posted until after the meetings hereby posted concluded. This notice was likewise posted on the City website at www.leonvalleytexas.gov. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours ahead of the meeting. To make arrangements call (210) 684-1391, Ext. 216.


Janie Willman, City Secretary



**Agenda Item 2.A. & 2.B.
Executive Session**

MAYOR AND COUNCIL COMMUNICATION

**DATE: December 4, 2012
M&C # 12-01-12**

TO: MAYOR AND CITY COUNCIL

**SUBJECT: THE CITY COUNCIL WILL CONVENE IN EXECUTIVE SESSION,
PURSUANT TO SECTION 551.074, PERSONNEL MATTERS, TO
CONDUCT INTERVIEWS WITH PROSPECTIVE BOARD CANDIDATES
FOR THE ECONOMIC DEVELOPMENT CORPORATION**

PURPOSE

The City Council will interview applicants for possible appointment to the Leon Valley Economic Development Corporation (LVEDC) Board of Directors in Executive Session. One (1) of the current LVEDC Board Places – 6 – had a term which expired on September 30, 2012. The current place is vacant on the LVEDC Board of Directors.

FISCAL IMPACT

There is no fiscal impact.

S.E.E. IMPACT

Social – The process of continuance of government is inherent to providing social equity for all Leon Valley community members and stakeholders. Appointing members to the LVEDC Board of Directors ensures the ongoing provision of quality economic development services to the City of Leon Valley, its residents and businesses. The continuance of quality board leadership is the demonstration of the City Council's commitment to representative social equity.

Economic – Responsible city governments that uphold the tradition of good governance do and will provide a diverse and versatile business environment that supports a healthy economy by attracting viable businesses.

Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

**Agenda Item 2.A. & 2.B.
Executive Session**

MAYOR AND COUNCIL COMMUNICATION

**DATE: December 4, 2012
M&C # 12-02-12**

TO: MAYOR AND CITY COUNCIL

SUBJECT: THE CITY COUNCIL WILL RECONVENE INTO OPEN SESSION AND CONSIDER ACTION ON AN ORDINANCE REGARDING THE APPOINTMENT OF A MEMBER TO THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)

PURPOSE

The City Council will consider action on an ordinance appointing a member to the Board of Directors of the Leon Valley Economic Development Corporation (LVEDC). Prospective members were interviewed during Executive Session. One (1) of the current LVEDC Board Places – 6 – had a term which expired on September 30, 2012. The current place is vacant on the LVEDC Board of Directors.

The term of the newly appointed director will expire on September 30, 2014.

FISCAL IMPACT

There is no fiscal impact.

S.E.E. IMPACT

Social – The process of continuance of government is inherent to providing social equity for all Leon Valley community members and stakeholders. Appointing members to the LVEDC Board of Directors ensures the ongoing provision of quality economic development services to the City of Leon Valley, its residents and businesses. The continuance of quality board leadership is the demonstration of the City Council's commitment to representative social equity.

Economic – Responsible city governments that uphold the tradition of good governance do and will provide a diverse and versatile business environment that supports a healthy economy by attracting viable businesses.

Environmental – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY PROVIDING FOR THE APPOINTMENT OF MEMBERS TO THE BOARD OF DIRECTORS OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)

WHEREAS, the citizens of the City of Leon Valley, Texas have approved the implementation of a sales tax to fund economic development in the City; and

WHEREAS, the Leon Valley Economic Development Corporation (LVEDC), created to administer the revenues received from the economic development sales tax, has operated in furtherance of the purposes of the Corporation; and

WHEREAS, the City Council finds and determines that the staggering of terms of office for the Members of the Board of Directors is in the best interest of continuity and stability on the Board to insure its continued effectiveness and efficiency;

WHEREAS, the City Council finds it in the best interest of the City to continue and complete its appointments initiated on September 20, 2011 with Ordinance 11-022;

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

1. In order to continue and complete appointments with the staggered terms of office of the Members of the LVEDC Board as established in Ordinance 11-022, the terms of office of the Member herein appointed who shall serve in Place 6, shall expire on September 30, 2014.
2. That the following individual is appointed as a Member of the Board of Directors to the Leon Valley Economic Development Corporation as follows by Place Number:

Place 6 - _____

3. After the staggered term of office of the appointment herein authorized has been completed, Members of the LVEDC Board of Directors shall continue to be appointed to serve two-year terms from the date of appointment or re-appointment, as established in Ordinance 11-022, to provide for stability and continuity of governance, with terms expiring on September 30 of even-numbered years in Places 2, 4 and 6, with terms expiring on September 30 of odd-numbered years in Places 1, 3, 5, and 7.

PASSED and APPROVED this 4th day of December, 2012.

APPROVED:

ATTEST:

Chris Riley, Mayor

Janie Willman, City Secretary

APPROVED AS TO FORM:

Charles E. Zech, City Attorney

Agenda Item 2

MAYOR AND COUNCIL COMMUNICATION

DATE: December 4, 2012

M&C: # 12-03-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: INTRODUCTION OF NEW CITY ATTORNEY, CHARLES E. ZECH OF DENTON, NAVARRO, ROCHA & BERNAL, P.C.

PURPOSE

The purpose of this agenda item is to introduce Charles (Charlie) E. Zech of Denton, Navarro, Rocha & Bernal, P.C., as the City of Leon Valley's new City Attorney.

FISCAL IMPACT

As authorized in the adopted current Fiscal Year Budget.

RECOMMENDATION

Not applicable.

S.E.E

Social Equity – The process of open and responsive governance is inherent to the City of Leon Valley, the City's Mission Statement, and its leadership through its duly elected Mayor and City Council. Through the process to obtain a new city attorney contract, the City Council through an ad-hoc committee of its own members reviewed the proposals, with the full City Council interviewing city attorney candidate finalists and culminated the process by authorizing the City Manager to negotiate and execute a contract for City Attorney Services.

The purpose of the city attorney contract is to ensure the practice of due diligence and compliance with the law in all of the City of Leon Valley's municipal governance processes and documentation. The discharge of the ministerial duty in obtaining a qualified city attorney ensures optimal social equity for the City's residents, businesses, and community stakeholders.

Economic Development – Responsible city governments that uphold the tradition of transparent and open governance provide a diverse and versatile business environment that supports a healthy economy by attracting and retaining viable businesses.

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

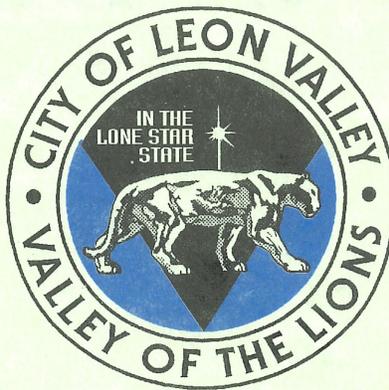
APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary

CHARLES E. ZECH, PARTNER

Charles E. Zech is a Partner/Shareholder in the Firm of Denton, Navarro, Rocha and Bernal, P.C. Mr. Zech practices in the area of municipal land use, contract, economic development and local government law. He handles all aspects of representation for local governmental agencies across Texas by providing representation and legal advice to the various city councils, commissions, boards and development corporations while focusing his special project work on economic development and land use issues. Mr. Zech is a past President of the Board of Directors of the Texas City Attorney's Association. He has been an International Municipal Lawyers Association Local Government Fellow since 2007 and previously served as Chair of its Ethics Section. Mr. Zech is a member of the San Antonio Bar Association, Austin Bar Association, Texas City Managers Association, the College of the State Bar Association, and has served as Faculty speaker to the Suing and Defending Governmental Entities State Bar Program and the University of Texas Annual Land Use program. He is a veteran of the U.S. Navy and the Gulf War. He received his J.D. from St. Mary's School of Law, a BBA in Economics and Finance from Southwest Texas State University and a Masters Degree in Public Administration from Texas State University. Mr. Zech is licensed to practice in all County and District Courts of Texas, the Texas Supreme Court, the U.S. District Court, Texas Western District, and the U.S. District Court, Texas Northern District. Mr. Zech is the 2011 recipient of the State Bar of Texas, Governmental Section, Outstanding Government Lawyer Award. Mr. Zech is an Adjunct Professor at Texas State University where he teaches Problems in Public Law course.



GOOD NEIGHBOR AWARD

Presented

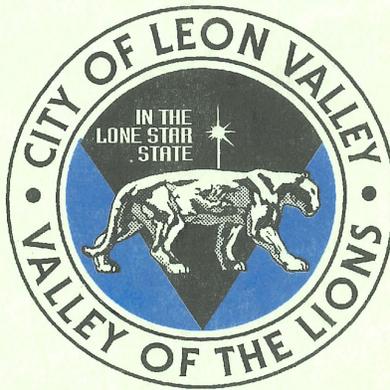
to

BARBARA FRYER

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

Signed by my hand this 4th day of December 2012.

Mayor Chris Riley



GOOD NEIGHBOR AWARD

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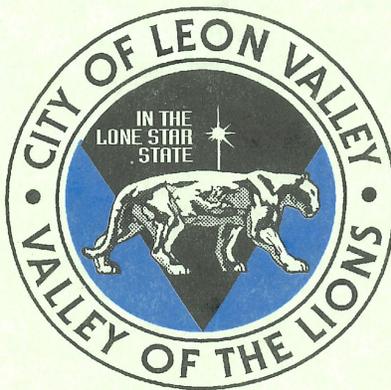
to

BETTY AND JIM WOLFHOHL

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

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Mayor Chris Riley



GOOD NEIGHBOR AWARD

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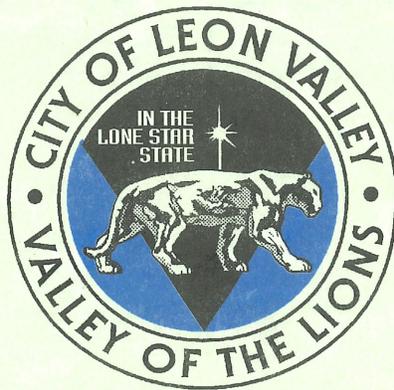
to

CARLOS VERA

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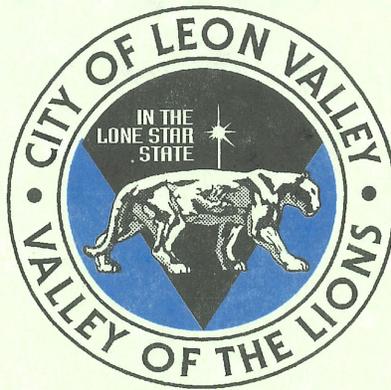
to

CAROL POSS

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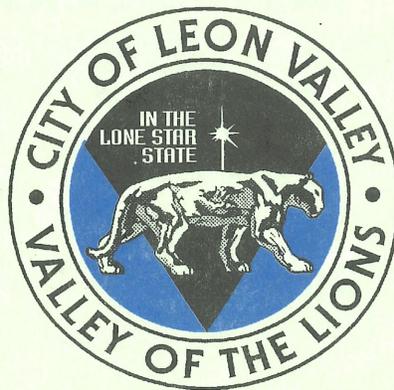
to

CAROL AND WALTER REED

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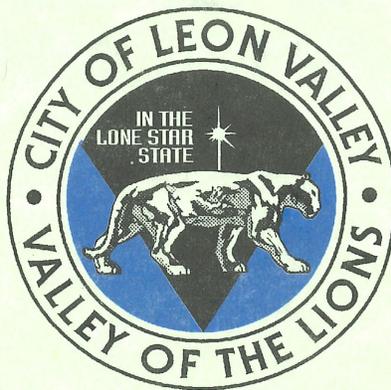
to

DARBY RILEY

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

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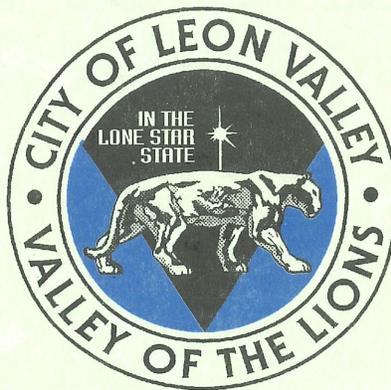
to

ED CONROY

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

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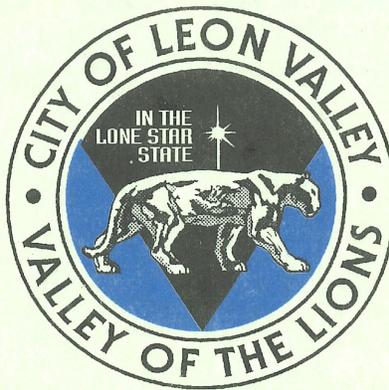
to

GREG MEFFERT

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

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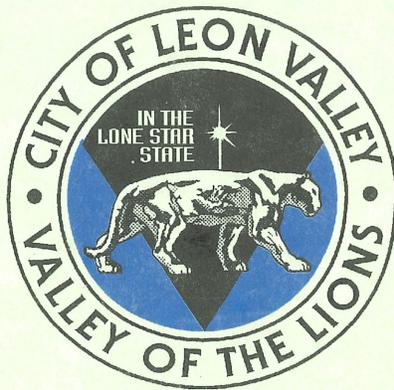
to

JENNIFER HSU

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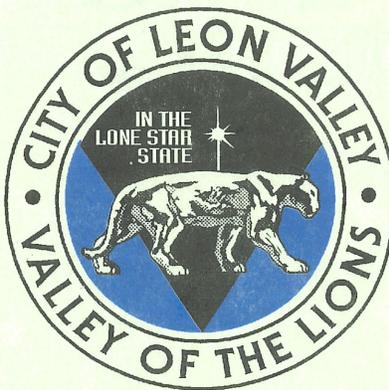
to

LINDA DOZIER

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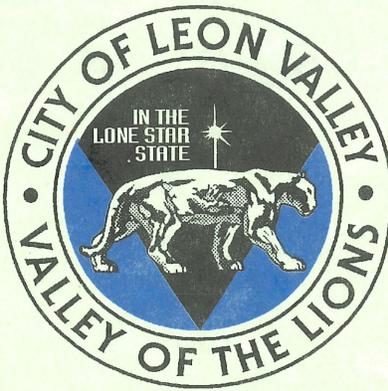
to

MARK EISENHAUER

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

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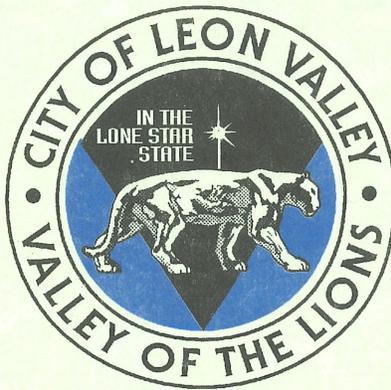
To

OLEN YARNELL

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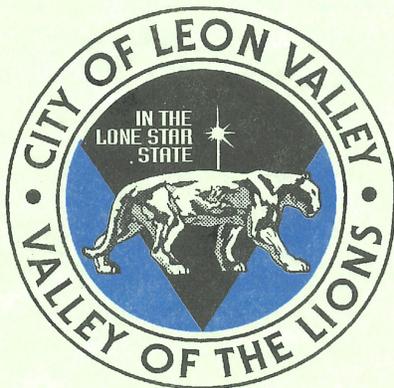
to

PATTY MANEA

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

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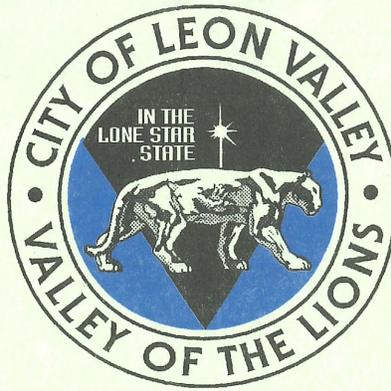
to

RAYMOND DIAZ

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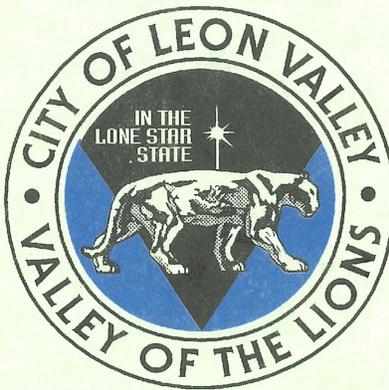
to

ROBERT DONS

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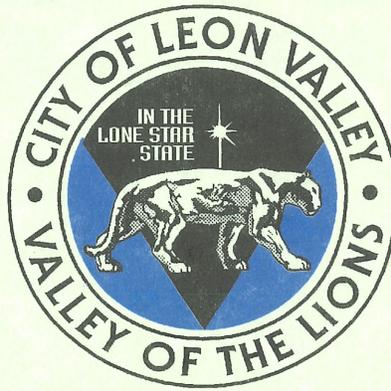
to

ROSIE SCHAETTER

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GOOD NEIGHBOR AWARD

Presented

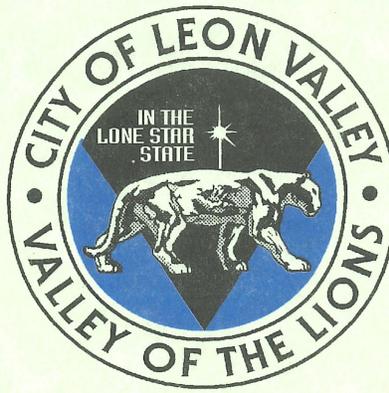
to

SHIRLEY OWEN

On behalf of the Leon Valley City Council, this award is presented to you in recognition of your community spirit and volunteer work on the 2012 Commemoration Committee devoted to celebrating the 60th Anniversary of the Incorporation of the City of Leon Valley and the 150th Anniversary of the Historic Huebner-Onion Homestead in October 2012. We gratefully acknowledge your gift of time and energy to the wonderful community of Leon Valley.

Signed by my hand this 4th day of December 2012.

Mayor Chris Riley



GOOD NEIGHBOR AWARD

Presented

to

WANDA PHELPS

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GOOD NEIGHBOR AWARD

Presented

to

WENDY PHELPS

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Signed by my hand this 4th day of December 2012.

Mayor Chris Riley



The Senate of The State of Texas

SENATE PROCLAMATION NO. 1416

WHEREAS, The Senate of the State of Texas is pleased to recognize the City of Leon Valley on the occasion of the dedication of a plaque in honor of the Evers School well; and

WHEREAS, The 1894 Evers School was the first school in the area and was established by Leon Valley pioneers; the hand-dug, picturesque well was the only source of water for the school's students and teachers; and

WHEREAS, The school was located near the corner of Huebner and Evers Roads and was used until 1924, when the Leon Valley School opened elsewhere; when Huebner Road was widened in 2001, the well's future was threatened; then-mayor Marcy Meffert instigated the well's relocation to its present site in the courtyard of the Leon Valley Conference Center; and

WHEREAS, A plaque commemorating the well's history and importance to the 1894 Evers School was dedicated on October 31, 2012, as part of the 60th anniversary celebration of the City of Leon Valley's incorporation; now, therefore, be it

PROCLAIMED, That the Senate of the State of Texas hereby extend congratulations to the citizens of Leon Valley on the preservation of the Evers School water well and on the placing of a historical plaque; and, be it further

PROCLAIMED, That a copy of this Proclamation be prepared for the City of Leon Valley.

Van de Putte

Member, Texas Senate

I hereby certify that the
above Proclamation was adopted. _____

Secretary of the Senate



Agenda Item 5

MAYOR AND COUNCIL COMMUNICATION

DATE: DECEMBER 4, 2012
M&C # 12-04-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: INTRODUCTION OF NEW CITY OF LEON VALLEY EMPLOYEES

PURPOSE

With the addition of our Code Enforcement Officer, Animal Control Officer, a Patrol Officer, and a Reserve Officer to the City of Leon Valley over the past several months, this is our opportunity to introduce these employees to both our City Council and residents.

FISCAL IMPACT

N/A

RECOMMENDATION

N/A

S.E.E. IMPACT

Social – To introduce our new employees to our City Council and Residents

Economic – N/A

Environmental – N/A

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

Agenda Item 7

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 2, 2012**

The City Council of the City of Leon Valley, Texas, met on the 2nd of November, 2012 at 9:15 a.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

**JOINT LEON VALLEY CITY COUNCIL
& LEON VALLEY HISTORICAL SOCIETY (LVHS) WORKSHOP, 9:15 A.M.**

Call the Special Joint Leon Valley City Council & Leon Valley Historical Society Workshop to Order, and Determine a Quorum is Present. Mayor Riley called the Special Joint Workshop Meeting to order at 9:15 a.m. with the following City Council Members in attendance: Hill, Reyna, Baldrige, Dean, and Bieber.

The following Leon Valley Historical Society Members were in attendance: Darby Riley, President, Vice President Irene Baldrige, Correspondence Secretary Mark Eisenhauer, Memorial Trust Officer Carol Poss, Barbara Fryer, Treasurer, Archivist Shirley Owen, Consultant Ed Conroy, and Betty and Jim Wolfshohl.

The following staff members were in attendance: City Manager Longoria, City Attorney McKamie, City Secretary Willman, Fire Chief Irwin, Deputy Fire Marshal Valdez, Library Director Trent, and Police Chief Wallace.

Also in attendance: Park Commission Bert Thomas. Architect Sue Ann Pemberton arrived later.

Mayor Riley announced that the amended agenda was not the agenda meeting format she approved. She indicated she had been in Mexico for five days and the agenda was changed in her absence. She noted that the agenda and meeting format was to be a workshop rather than a town hall style meeting to facilitate dialogue between the two boards. Councilman Dean requested that the workshop be conducted to allow for public and staff comments. Mayor Riley indicated to facilitate the two-way exchange between the two boards with the many topics to be covered in the limited time necessitated keeping public comments to one minute per speaker per each topic to ensure both public input and that the two boards covered the entire agenda.

The City Council and the Leon Valley Historical Society Board discussed the following topics related to the extension of the Lease of the Natural Area as proposed by the LVHS:

1. Homestead Master Plan & Proposal of the LVHS Extension of the Lease, on the 36 acre, which expires in 2015
2. Performance on the Lease by the LVHS since 2005
3. Pending Issues
 - a. Creek Erosion
 - b. Status of Fire Break in the Natural Area
 - c. Status of the Huebner Gravesite
 - d. Access for People with Disabilities
4. Assistance from the City of Leon Valley on Major Projects in the Natural Area
5. Process and Communication and Complaint
6. Triangle Area

Agenda Item 7

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 2, 2012**

- a. Approval of Plan to Construct Buildings
- b. Agreement on Plan for Parking and Beautification
7. City Representation on LVHS Board
8. Coordination of Metropolitan Planning Organization Grant with the Natural Area
9. Agreed Modification of the Lease and Extension to 2027

Darby Riley, LVHS President, initiated the dialogue with a detailed history preceding the acquisition of the property including a petition of 1200 signatures petitioning the City Council to save the homestead. Mr. Riley discussed the lease, the term of the lease, and the resulting issues which lead to the LVHS' need and request to modify the lease. He emphasized that the LVHS would like to participate in the landscaping decisions made to beautify the Triangle area. Noted was the parking proposed with the City's involvement. Mr. Riley spoke to the increased communication and partnership with the City of Leon Valley. He recommended that the City's partnership could include a volunteer from the Park Commission. Mr. Riley discussed by the lease is beneficial to both the City of Leon Valley and the Leon Valley Historical Society. Under the lease, the Natural Trails have been created and maintained. The LVHS' educational focus under the lease has included Boy Scout troops learning about the house, the barns, and the Natural Area. All the work to maintain the Natural Trails has been done by volunteers and Mike McDonald, and has not cost the City. Artifacts have been located and documented. A fire break was created. The Historical Society has worked with Texas Parks and Wildlife when the creek was disrupted by the San Antonio Water System sewer project. He noted that restoration needs to be done. The Historic Society has applied to the Texas Historic Cemeteries for approval of a gravesite marker for the Huebner grave. He described community events which have been conducted. Regarding the creek erosion issue, the San Antonio River Authority is ready to meet with the City's Public Works Department to obtain agreement on what needs to be done.

Councilman Dean addressed issues related to the performance under the current lease related to the need for a fire break on the Natural Trail, the need for additional care to the Huebner gravesite, and to make the Natural Area and Homestead as ADA compliant as possible. He agreed that the City of Leon Valley needs to help with cleaning-up and then the Historic Society needs to maintain the property. Councilman Dean stated he would like to see the Natural Trail opened up to the gigantic oak tree so more people can access and use the Natural Trail. Mr. Dean indicated he would like to see the LVHS comply with the current Lease obligations before the City Council considers extending the Lease as requested to 2027.

Marcus Semmelman objected to the public input being limited to one minute per topic. He left the meeting.

There was more discussion about the status of the fire break in the Natural Area and the standards required. Mr. Riley noted he wants to get it cut along both sides of the fence line. He reported that the Deputy Fire Marshal communicated that two large trees need to be cut and moved off. Mayor Riley asked how often the fire break needs to be cut. The Deputy Fire Marshal answered the fire code doesn't stipulate how often-just that it needs to be maintained. The Deputy Fire Marshal addressed the standards for trimming the trees.

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CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS NOVEMBER 2, 2012

There was extensive discussion about access for people with disabilities. Councilwoman Hill voiced a concern for safety during the discussion of accessibility. Fire Chief Irwin answered that persons becoming injured or ill would be carried on litters to the point where an ambulance could be parked. City Attorney McKamie indicated that in terms of ADA compliance, there is a need to provide access for persons who are visually and hearing impaired in addition to those who are physically impaired. Mr. Riley noted he visited with a resident who accesses services using a wheelchair. Ms. Barbara Fryer indicated it would be wonderful for visitors to be able to access the Huebner gravesite. Resident Christine Koger who lives adjacent to the Natural Area noted she enjoys the two areas that cross the creek and that it should be maintained in its natural and wild status. Regarding changes to the Natural Trail to make it more accessible, it was noted that the trails in a wildlife area are unique and different and that this park is different from parks like Raymond Rimkus and other parks. It was also noted that Library Director Trent's son created a virtual walk as part of an urban wildlife display which allows visitors who may not be able to visit the Natural Area Parkland to experience its beauty and uniqueness. Councilwoman Hill indicated she supported making the area more accessible with the addition of marking to point out which areas are more accessible as it is a public park. Councilman Biever addressed a need to keep the covenant with our citizens including disabled persons. He noted he would like to see the area more inviting. He visited a park in Bexar County which has beautiful accessible pathways that maintain the integrity of the wilderness. He further noted that what might have worked 5 to 10 years ago may not be what works today in terms of the trails being narrow. LVHS Consultant Ed Conroy noted that the architects working with the Historic Society pointed out that the trails need to be better organized and that is reflected in the Master Plan; going in exactly the direction Mr. Biever pointed out; the trail width will be largely addressed in the Master Plan. LVHS Memorial Trust Officer Carol Poss noted that Raymond Rimkus has walking trails regarding the question of wheelchair access on primitive walking trails. Park Commission Chairman Bert Thomas noted the dialogue has yielded some great ideas. He asked why the ideas couldn't be added to the City's Master Plan. He added that he would to bring some of the ideas to the Park Commission.

Al Uvietta noted concerns with the City of Leon Valley and the Leon Valley Historical Society avoiding public input when decisions are made about how things will work regarding access to their park.

Questions were raised regarding the City's budgeting and contributing \$10,000 to the 2012 Commemoration Events. A flyer about the Commemoration Event was mentioned with references of contributions to the LVHS. Councilwoman Hill who co-chaired the Commemoration Committee reported that the \$10,000 was completely spent for the events and services provided at the City's Raymond Rimkus Park during the Saturday Commemoration Event.

Cynthia Koger asked about transparent communications with the citizenry who live adjacent to the area. She indicated she is against a paved road being installed along the back side of the Natural Area. City Manager Longoria stated there is no plan to put a road back there.

There was discussion about a process for communication and resolving complaints. Councilwoman Baldrige noted that the current lease provides for a 30 day notice which was not used to communicate problem areas related to the Lease. It was suggested by a number of

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CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS NOVEMBER 2, 2012

the speakers that the desire to establish a open and positive communication channel between the City and the LVHS focused on partnering to find solutions. It was suggested that a more structured process for communicating be established. It was noted that the City can have representation on the LVHS Board to include any number of members from the Park Commission. City Manager Longoria noted discussions with Mr. Riley about a communication process for notification of the extension of the Lease. He noted the discussion included needing a point of contact for communications. Councilwoman Hill asked that the new lease include specific language about communications. Councilman Biever stated he doesn't want to have removed the City Council's responsibility to allow citizens to come directly to their elected officials.

Then Mr. Conroy noted the specific duty of Board Membership and its fund raising activity. He spoke to the building fund and that the Historic Society works on an annual basis to raise the funds needed to pay for the Master Plan and utilities. Regarding fiduciary duties, it was also noted that the Historic Society has contributed thousands of volunteer hours including the educational component that was important to Mrs. Onion in addition to the fundraising events such the pioneer run. There was discussion about the partnership between the City and the Historic Society to realize the work of the Natural Trail.

Councilman Dean read from a report that referenced financial support. Mayor Riley asked that copies of the information be distributed so everyone could see that information. The City Manager indicated he would ensure the information was provided.

Councilman Reyna noted the Lease and Parkland are part of a public – private partnership. He further noted the City needs to be responsible to track with our legal requirements regarding the Lease. He asked what the City's legal obligations are regarding the Lease and the Natural Area. He voiced a preference to see the Historic Society be more inclusive in working with the Park Commission. He asked about the LVHS adding their Master Plan to the City's Master Plan and referenced the SDAT Plan.

During the discussion of the Triangle Area, the City Manager noted the issue of budgeting related to the plan for parking and beautification needs to resolved as the costs to do some of the improvement communicated will be very expensive because it involves traffic control devices which are very expensive.

Discussion ensued about the coordination of the MPO Grant filed related to the Hike and Bike Trail for the Natural Area. Park Commissioner Bill Cooper noted that the involvement of the architect is key when designing access between the Natural Area and the Hike and Bike Trail. Christine Koger indicated she is willing to bring a citizen petition asking that the trails in the Natural Area not be paved. Councilman Biever noted he and the City Council are open to receive such a petition if that is her desire. Mr. Uvietta noted that the City needs to be an integral part of the planning process rather than relinquishing the responsibility to the LVHS including and up to the renewal of the Lease. Mayor Riley confirmed that the Hike and Bike Trails MPO Application included a conceptual rendering only in order to ensure the application deadline was met. There is still time for a public component for input on the final actual plan for the project. Mayor Riley detailed all of the projects the City is working on. The City Manager asked that the map detailing the project area was reduced on the overhead screen to show

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CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS NOVEMBER 2, 2012

clearly that the connections were going around the Natural Area rather than through it. Mayor Riley noted this is a quality of life issue for the City's residents. The City Manager confirmed that at this stage, the map shown is a conceptual plan, which will require more coordination with the City of San Antonio and Bexar County as it tracks through Crystal Hills Park and the Creek Channel. A question was raised if the Park Commission has been involved. The City Manager indicated that would be opportunity for input as the planning and work will not be done until the 2014-2015 timeframe. The plan presented is conceptual and not designed to exclude anyone rather an effort to get an application before the application deadline.

Architect Sue Ann Pemberton addressed the assembly. She shared that from a master planning process the LVHS and the architects considered the complete area as a whole rather than as parts or fractions of acreage. That is the only way to interpret the character well and sell it well is in its entirety as a property harkening back to its original uses. She indicated that in order to celebrate the homestead, the parkland, and the ranch land, the Master Plan incorporates a parking lot that is less intrusive and works around the natural landscaping. The house would be renovated to the Onion time period and the barns and outbuildings would be renovated to Huebner time period. The area has a deep history rooted significantly as part of the stagecoach trails. The property line bifurcates the site as far as trying to do the site. She noted other buildings outside the property line that were originally part of the use. She noted that for that reason it needs to be considered as one piece. She described other potential uses based on new structures under the proposed renovation plan. She detailed aspects covered in the Master Plan. She described a proposed low water crossing to connect the Natural Area to the Homestead area. She noted that the architects are recommending widening the trail to allow for two persons to walk them without any kind of asphalt improvement. There are components which include partnering with SAWS to maintain the creek in its natural state. Discreet signage will be included as part of the Natural Area. She detailed the plans for accessibility. Rather than paving, Ms. Pemberton noted there may be compacted materials that can be used. She noted the architects agreed the area needs to be accessible. Councilman Dean asked to be provided a calculation of how much land will be left once the parking and renovations are done. Ms. Pemberton agreed to try to get the calculation back to Councilman Dean.

The discussion of the agreed modification of the Lease and extension to 2027 brought up areas to be addressed:

- That the fire break needs to be done now to allow the fire trucks to enter the area
- Removal of the two trees
- Trees need to be trimmed
- ADA compliant for accessibility for all
- Parking – more detail
- Maintenance of Trails
- Representation on the two boards
- Financial Reporting since the LVHS is operating on public property for every quarter
- Cooperation between the City and the Leon Valley Historical Society
- The City Council want whatever is proposed reviewed by the City Attorney
- That communication be open and that a complaint process be defined
- Post meeting notices of the LVHS on the City's website

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**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 2, 2012**

Mayor Riley adjourned the meeting without objection at 12:40 p.m.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

Agenda Item 8

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 5, 2012**

The City Council of the City of Leon Valley, Texas, met on the 5th of November, 2012 at 5:30 p.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

SPECIAL MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 5:30 P.M.

- 1. Call the City of Leon Valley Special City Council Meeting to Order, and Determine a Quorum is Present.** Mayor Riley called the Special City Council Meeting to order at 5:28 p.m. with all the following City Council Members in attendance: Hill, Reyna, Baldrige, Dean, and Bieber.

The following staff members were in attendance: City Manager Longoria, City Attorney McKamie, City Secretary Willman, and Police Chief Wallace.

- 2. Executive Session in Accordance with the Texas Government Code.**
 - A. The City Council of the City of Leon Valley convened in Executive Session at 5:29 p.m., Pursuant to Section 551.074, Personnel Matters, to Deliberate the Duties and Responsibilities of a City Attorney as Those Duties and Responsibilities Relate to the Upcoming Contract Negotiations for City Attorney Services, M&C # 11-01-12.
 - B. The City Council of the City of Leon Valley convened in Executive Session at 5:29 p.m. immediately following Agenda Item 2.A., Pursuant to Section 551.071, Regarding the Solid Waste Management Contract Negotiations with Waste Management of Texas, Inc., M&C # 11-02-12.
 - C. The City Council of the City of Leon Valley reconvened into Open Session at 7 p.m. and to consider any possible actions resulting from the Executive Session 2.A. or 2.B. including providing direction to the City Manager based on the City Council's findings in and arising out of Executive Session 2.A. or 2.B.

Executive Session conducted under 2.A.

Motion by Councilman Reyna and second by Councilman Bieber to instruct, authorize, and direct the City Manager to negotiate a City Attorney Services Contract according to the directions given to the City Manager in Executive Session. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Executive Session conducted under 2.B.

Motion by Councilman Reyna and second by Councilman Dean to instruct, authorize, and direct the City Manager to negotiate a Solid Waste Services Contract with the City's current provider, Waste Management of Texas, Inc., according to the directions given to the City Manager in Executive Session. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

- 3. Adjourn.** Motion by Councilman Reyna and second by Councilwoman Baldrige to adjourn the meeting at 7:02 p.m. Mayor Riley adjourned the meeting at 7:02 p.m. without objection.
-

Agenda Item 8

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 5, 2012**

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

1. **Call the City of Leon Valley Special City Council Meeting to Order, Determine a Quorum is Present, and Pledge of Allegiance.** Mayor Riley called the Special City Council Meeting to order at 5:28 p.m. with all the following City Council Members in attendance: Hill, Reyna, Baldrige, Dean, and Bieber.

The following staff members were in attendance: City Manager Longoria, City Attorney McKamie, City Secretary Willman, Community Development Director Flores, Economic Development Director Mora, Fire Chief Irwin, and Police Chief Wallace.

Mayor Riley led the assembly in the Pledge of Allegiance.

2. **Arbor Day Proclamation.** Mayor Riley presented an Arbor Day Proclamation to Tree Advisory Board Member Melinda Dawson and Community Development Director Flores. Ms. Flores invited the assembly to attend the 4th Annual Arbor Day Event on Saturday, November 10.
3. **Citizens to be Heard and Time for Objections to the Consent Agenda.** There were no citizens to come forward to address the City Council.

Motion by Councilman Reyna and second by Councilwoman Hill to approve Consent Agenda Items 4, 5, 6, 7, and 8. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Consent Agenda

4. **Consider Approval of the Meeting Minutes of the Special and Regular City Council Meetings of October 16, 2012.** Approved the Meeting Minutes of the October 16, 2012 City Council Meetings.
5. **Consider Action on M&C # 11-03-12 Appointing Members to the City's Boards, Committees, and Commissions.** Appointed Lehua Wood and Michael A. Morales to the Community Events Committee and Jason Meza to the Earthwise Living Committee.
6. **Consider Action on a Resolution Rescheduling City Council Meetings of January 1, 2013 to January 8, 2013, and from January 15, 2013 to January 22, 2013, M&C # 11-04-12.**

Adopted Resolution No. 12-016 – A Resolution of the City Council of the City of Leon Valley to Reschedule the Regular City Council Meetings of January 1, 2013 to January 8, 2013, and from January 15, 2013 to January 22, 2013

7. **Consider Action on a Resolution Authorizing the Mayor to Sign an Interlocal Agreement Appointing and Designating Dr. Thomas Schlenker, M.D., Director of the San Antonio Metropolitan Health District, as the Local Health Authority for the City Of Leon Valley, M&C # 11-05-12.**

Agenda Item 8

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 5, 2012**

Adopted Resolution No. 12-017 – A Resolution of the City Council of the City of Leon Valley Authorizing the Mayor to Sign an Interlocal Agreement Appointing and Designating Dr. Thomas Schlenker, M.D., Director of the San Antonio Metropolitan Health District, as the Local Health Authority for the City of Leon Valley

8. **Consider Action Rejecting All Bids Submitted for the Leon Valley Public Library Children’s Wing Capital Improvement Project, M&C # 11-06-12.** Rejected all bids submitted for the Leon Valley Public Library Children’s Wing expansion based on the lowest bid exceeding the anticipated cost of the Project. The project will be re-bid as soon as possible.

Regular Agenda

9. **Conduct the First of Two Public Hearings and Readings, and Consider Action on a Resolution Approving a Leon Valley Economic Development Corporation (LVEDC) Project Funding of Up to \$10,000 in a Grant and Up to \$37,500 in a Loan to Mauricio Romero and El Sol Bakery, Inc., for the Relocation of El Sol Bakery to Leon Valley and Improvements to the Kinman House at 6417 Evers Road, Leon Valley, TX, M&C # 11-07-12.**

Economic Development Director Mora briefed the City Council and introduced Mauricio and Tere Romero. Mr. and Mrs. Romero addressed the City Council requesting favorable consideration of their project. Mauricio Romero noted that his sweet bread is a healthy, gluten-free product with a target market of senior citizens. When asked about the anticipated completion date of the work to be done on the Kinman House, Mr. Romero noted if the work is started in the January to February timeframe, it could take between 3 to 5 months. Mr. Romero was also asked about the anticipated operating hours. He responded that he hopes to operate 6 days a week from 7 a.m. to 7 p.m.

Following the presentation, the City Council undertook the public hearing.

- A. Open Public Hearing.** Mayor Riley opened the Public Hearing at 7:30 p.m. Benny Martinez, 6319 Rue Sophie, asked if there was anyone from the LVEDC present to provide the Board’s input.

Abraham Diaz, LVEDC Board President, addressed the City Council confirming that the LVEDC Board voted unanimously in favor of funding the Project.

- B. Close Public Hearing.** Mayor Riley closed the Public Hearing at 7:32 p.m., there being no other speakers.

- C. City Council to Consider Action.**

During the deliberation of the agenda item, questions were raised regarding the confluence of the major-named agreements; the Development Agreement between the LVEDC and Mr. Mauricio Romero DBA El Sol Bakery, and the Lease Agreement between the City of Leon Valley and Mr. Mauricio Romero DBA El Sol Bakery. A

Agenda Item 8

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 5, 2012**

question was raised seeking clarity regarding whether the City of Leon Valley as property owner of the Kinman House, a public property to which modifications, structural improvements, etc., are to be made using tax dollars in the various forms of a loan and grant, should be named in the Development Agreement as well as in the Lease Agreement. City Attorney McKamie indicated a preference to keep the documentation (the Development Agreement and the Lease) separate and heavily cross-referenced to include breach terms in the event that circumstances would require default on some basis.

Following the deliberation, the City Council requested the resolution be amended to include, if not already provided, claw back provisions, a performance agreement, an economic development agreement, a property lease, contractual indemnification insurance certificates, and a separate funding agreement which would include project approval. A question was raised if a renewal clause was included and the amount of time involved. Staff responded a renewal clause was included with an initial period of five years and at least one additional five year period.

Motion by Councilman Dean and second by Councilwoman Hill to (approve the terms of the LVEDC El Sol Bakery Project, and finding that Mauricio and Tere Romero and El Sol Bakery are suitable tenants) adopt a Resolution, as amended, of the City Council of the City of Leon Valley approving the Leon Valley Economic Development Corporation (LVEDC) Project Funding of up to \$10,000 in a grant and up to \$37,500 in a loan to Mauricio Romero and El Sol Bakery, Inc., for the relocation of El Sol Bakery to Leon Valley and improvements to the Kinman House at 6417 Evers Road, Leon Valley, TX.

Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the resolution passed on the first reading.

Adopted Resolution No. 12-018 - A Resolution of the City Council of the City of Leon Valley Approving the Leon Valley Economic Development Corporation (LVEDC) Project Funding of Up to \$10,000 in a Grant and Up to \$37,500 in a Loan to Mauricio Romero and El Sol Bakery, Inc. for the Relocation of El Sol Bakery to Leon Valley and Improvements to the Kinman House at 6417 Evers Road, Leon Valley, TX

- 10. Consider Action on a Resolution of the City of Leon Valley Authorizing the Filing of an Application with the San Antonio – Bexar County Metropolitan Planning Organization (MPO) FY2013-2016 Transportation Enhancement Program (TEP); Authorizing the City Manager to Act on Behalf of the City of Leon Valley in All Matters Related to the Application; and Pledging That if a Grant is Received the City Of Leon Valley Will Comply with the Grant Requirements, M&C # 11-08-12.**

Following a briefing by Economic Development Director Mora, the City Council took action.

Motion by Councilman Bieber and second by Councilwoman Baldrige to adopt a Resolution of the City of Leon Valley authorizing the filing of an application with the San Antonio-Bexar County Metropolitan Planning Organization (MPO) FY 2013-2016 Transportation Enhancement Program (TEP); authorizing the City Manager to act on behalf of the City of Leon Valley in all

Agenda Item 8

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 5, 2012**

matters related to the application; and pledging that if a grant is received the City of Leon Valley will comply with the Grant requirements. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Adopted Resolution No. 12-019 – A Resolution of the City Council of the City of Leon Valley Authorizing the Filing of an Application With the San Antonio-Bexar County Metropolitan Planning Organization (MPO) FY 2013-2016 Transportation Enhancement Program (TEP); Authorizing the City Manager to Act on Behalf of the City of Leon Valley In All Matters Related to the Application; and Pledging That if a Grant is Received the City of Leon Valley Will Comply With the Grant Requirements.

11. Discuss and Consider Action on Delivery Methods for the Municipal Facilities Capital Improvement Project, M&C # 11-09-12.

City Manager Longoria briefed the City Council on the various delivery methods that can be used for the Municipal Facilities Capital Improvement Project. The City Council was informed that the staff recommends the Construction Manager – At Risk based on the renovation and phase scope of the City’s Project requiring a “skilled” contractor with extensive previous experience with similar projects. It was noted that the Bond Oversight Committee concurs with the staff’s recommendation. Following the briefing, the City Council took action.

Motion by Councilman Bieber and second by Councilman Dean to support the Bond Oversight Committee’s and the City Manager’s recommendation to use the Construction Manager – At Risk delivery method for the Capital Facilities Project. Voting Aye: Hill, Reyna, Baldrige, Dean, and Bieber. Voting Nay: None. Mayor Riley announced the motion carried.

Discussion Agenda

12. City Manager’s Report. (Longoria)

A. Informational updates, as may be required.

City Manager Longoria reported that two new Code Officers have been hired and they are scheduled to begin work on November 13. Annette Rodriguez will work as the new Code Enforcement Officer, and Jonathan Diaz will work as the new Animal Control Officer.

Fire Chief Irwin reported on a weekend fire caused by lightning over the weekend. Chief Irwin noted that the fire centered in the attic following the lightning strike. Other departments responded providing assistance.

B. Children’s Wing Project Update.

City Manager Longoria reported the bids received for the Children’s Wing Expansion were over the project amount. He indicated the re-bid process would start as soon as possible.

C. Monthly Departmental Reports for Month of October 2012. There were no questions raised regarding the Monthly Departmental Report included in the packet.

Agenda Item 8

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 5, 2012**

D. Approved Minutes of City-Affiliated Boards, Committees, and Commissions.

- (1) Leon Valley Economic Development Corporation Board Meeting Minutes for the August 22, 2012 and September 18, 2012 Meetings.

E. Future Agenda Items

- (1) Consider Approval of Contract with OCO Architects Related to the Municipal Facilities Improvement Project, December 4, 2012.
- (2) Executive Session Interviews and Possible Appointment of LVEDC Board Member in Place 6, December 4, 2012.
- (3) Consider Approval of Solid Waste Contract as Authorized by the City Council, December, 2012.
- (4) Consider Proposed CIED Fund Budget, December, 2012.
- (5) Consideration of a Service Provider for Construction Manager at Risk for the Municipal Facilities Improvement Project, January, 2013.
- (6) Conduct Annual Town Hall Meeting, Saturday, January 26, 2013.
- (7) Texas Department of Transportation Presentation on Super Street Model.
- (8) Staff Update / Presentation on the Progress of the Sun Setting Process for the City of Leon Valley's Boards, Committees, and Commissions.

- 13. Citizens to be Heard.** Al Uvietta, 6923 Sunlight Drive, informed the City Council that there was a brief fire in the Natural Area on the trail extension from Raymond Rimkus Park trail head to the gravesite which burned intensely. The location should be looked at. Ran into an elderly lady who was very grateful also in the Evening Sun area. She had some brush that extended into the roadway and couldn't take care of it. She was helped by Police Lt. Reyes who went and got some clippers and cut the brush back.

14. Announcements by the Mayor and Council Members.

Councilman Bieber indicated there have been some break-ins in vehicles along Handsome Lake and the Police have apprehended the person involved. Kudos to the Police Department for their assistance. A child ran into the street and was hit by a car. The Police Chief promised that he will watch the location.

Councilwoman Baldrige thanked the City Council for her surprise birthday cake presented at the Special City Council Workshop Meeting of November 2.

Councilman Reyna announced he has shared with the City Manager the Resolutions booklet so it may be shared with the City Council prior to the TML Conference. He asked that the City Council inform him once they are in attendance at TML what resolutions they have interest in supporting. He announced that on Wednesday afternoon he is moderating a panel on desalination. He announced that his father is improving.

Councilwoman Hill announced that the City's Commemoration Events celebrating the City of Leon Valley's 60th Anniversary and the Historic Huebner-Onion Homestead were a success due to the partnership with the Leon Valley Historical Society and the ad-hoc Commemoration Committee. She mentioned that the Well Ceremony went well.

Agenda Item 8

**CITY COUNCIL MEETINGS OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 5, 2012**

Ms. Hill indicated that recognition for the volunteers and persons involved in the Commemoration Events will be done in December. Councilwoman Baldrige thanked the City Manager for the excellent work done by the City's employees who contributed their hard work and talent to this year's Commemoration Events. Mayor Riley read two letters of appreciation received in connection with the Commemoration Events.

Executive Session

- 15.** 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).

No Executive Session was conducted under this agenda item.

- 16. Adjourn.** Motion to adjourn by Councilman Reyna and second by Councilwoman Hill at 8:33 p.m. Mayor Riley adjourned the meeting without objection.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

Agenda Item 9

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 12, 2012**

The City Council of the City of Leon Valley, Texas, met on the 12th of November, 2012 at 9:00 a.m. at the Leon Valley City Council Chambers, at 6400 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

SPECIAL MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL, 9:00 A.M.

- 1. Call the City of Leon Valley Special City Council Meeting to Order, and Determine a Quorum is Present.** Mayor Riley called the Special City Council Meeting to order at 9:05 a.m. with the following City Council Members in attendance: Hill, Reyna, Baldrige, and Dean. Absent and excused: Councilman Biever due to illness.

The following staff members were in attendance: City Manager Longoria, City Secretary Willman, Finance Director Wallace, and Police Chief Wallace.

- 2. Executive Session in Accordance with the Texas Government Code.**
 - A. The City Council of the City of Leon Valley convened in Executive Session at 9:05 a.m., pursuant to Section 551.074, Personnel Matters, to deliberate the duties and responsibilities of public officers and to discuss the business terms of the contractual agreement with the prospective City Attorney firm, Denton, Navarro, Rocha & Bernal, P.C., related to awarding the Contract for City Attorney Services, M&C # 11-10-12.
 - B. The City Council of the City of Leon Valley reconvened into Open Session at 9:30 a.m. and considered possible actions resulting from the Executive Session:
 - 1) Providing Direction to the City Manager Based on the City Council's Findings in and arising out of Executive Session
 - 2) Consider Action on an Ordinance Authorizing a Contractual Agreement for City Attorney Services with the Firm of Denton, Navarro, Rocha & Bernal, P.C., M&C # 11-10-12.

Motion by Councilman Reyna and second by Councilwoman Hill to approve and adopt the ordinance awarding the contract for City Attorney Services to the firm of Denton, Navarro, Rocha & Bernal, P.C., with the amendments to the contract language as discussed in Executive Session.

Voting Aye: Hill, Reyna, Baldrige, and Dean. Voting Nay: None. Absent: Biever. Mayor Riley announced the motion carried.

Adopted Ordinance No. 12-035 – An Ordinance of the City Council of the City of Leon Valley authorizing the City Manager to Execute a Professional Services Contract with Denton, Navarro, Rocha & Bernal, P.C., to Provide City Attorney Services for the City of Leon Valley

Mr. Charles Zech thanked the City Council for their confidence in the Firm of Denton, Navarro, Rocha & Bernal.

- 3. Discuss January 26, 2013 Town Hall Meeting Agenda Topic Timeline, M&C # 11-11-12.** Mayor Riley asked that the City Council email their topics for the January 26, 2013

Agenda Item 9

**CITY COUNCIL MEETING OF THE CITY OF LEON VALLEY, TEXAS
NOVEMBER 12, 2012**

Town Hall Meeting to the City Manager by November to facilitate an agenda item on the City Council's December 4 meeting for discussion.

4. **Adjourn.** Motion to adjourn by Councilman Reyna and second by Councilwoman Baldrige at 9:34 a.m. without objection. Mayor Riley adjourned the meeting at 9:34 a.m.

Mayor Chris Riley

ATTEST:

Janie Willman, City Secretary

Agenda Item 10

MAYOR AND COUNCIL COMMUNICATION

DATE: December 4, 2012
M&C # 12-05-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONTINUATION OF AGREEMENT WITH THE SAN ANTONIO
POLICE DEPARTMENT

PURPOSE

In January of 2005, the City of Leon Valley entered into a cooperative agreement with the San Antonio Police Department. This agreement places a Leon Valley Police Officer into the San Antonio Police Department High Intensity Drug Trafficking Area (HIDTA). The agreement is a one-year agreement. In the event the City decides to withdraw its participation in the initiative, the agreement contains a "30 day opt out" provision.

Member agencies of the San Antonio HIDTA Initiative have unique opportunities to impact the quality of life and well being of the citizens of Leon Valley, San Antonio, the State of Texas, and the United States. By combining their efforts, these agencies have committed to the task force concept in order to achieve the goals of the HIDTA Initiative.

S.E.E. IMPACT

Social Equity – To assist in helping our community fight illegal narcotics. With the addition of Task Force Officers, this increases the response our agency can provide to complaints

Economic Development– N/A

Environmental Stewardship – N/A

FISCAL IMPACT

The agreement stipulates that the San Antonio Police Department will provide the necessary funds and equipment to support the activities of our Officer. The City is responsible for the Officer's salary, but is reimbursed for any overtime earned.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

City Secretary

MEMORANDUM OF UNDERSTANDING
BETWEEN THE SAN ANTONIO POLICE DEPARTMENT
AND THE LEON VALLEY POLICE DEPARTMENT

The San Antonio Police Department and the Leon Valley Police Department enter into this Memorandum of Understanding regarding participation in the San Antonio Police Department High Intensity Drug Trafficking Area (HIDTA) Detail.

I. PURPOSE

The purpose of this Memorandum of Understanding is to:

1. Establish the relationship between the San Antonio Police Department and the Leon Valley Police Department, and
2. Formalize policy and procedures involving participation in the San Antonio Police Department HIDTA Detail; including the initiation and participation in drug enforcement investigations, with a primary focus of operational safety.

II. AUTHORITY

This agreement is established pursuant to the guidelines established by the High Intensity Drug Trafficking Area Program. Operational and administrative oversight shall be the responsibility of the initiative's sponsoring agency, the San Antonio Police Department.

III. PHILOSOPHY

The mission of the San Antonio Police Department HIDTA Detail, including its member law enforcement agencies, is to measurably diminish drug trafficking by disrupting and dismantling regional, national and international drug trafficking and money laundering organizations. These operations support the South Texas HIDTA Threat Assessment Strategy. To accomplish its mission, the San Antonio Police Department HIDTA Detail and its member law enforcement agencies, have adopted specific goals that include to:

1. Reduce drug trafficking and money laundering activities;
2. Reduce public corruption;
3. Reduce crime rates and illegal drug availability;
4. Increase safety for investigative and support personnel.

These goals will be furthered by the following activities:

1. Promoting counter-drug intelligence exchanges within the HIDTA and its member agencies.

2. Targeting illicit drug and money laundering organizations operating or impacting the HIDTA.
3. Identifying and prosecuting leaders of drug trafficking and money-laundering organizations.
4. Developing additional target organizations through intelligence and enforcement efforts.
5. Developing or adopting investigations which meet criteria for acceptance as Organized Crime Drug Enforcement Task Force (OCDETF) cases.

The San Antonio Police Department HIDTA Detail consists of joint, collocated, and or commingled Federal, State, or local law enforcement agencies (LEA).

IV. LIFE OF THIS AGREEMENT

This agreement's effective date will commence immediately on the date it is signed by the representatives of the respective entities involved and shall be effective until September 30, 2013.

V. CONDITIONS AND PROCEDURES

One (1) Leon Valley Police Department K-9 officer/investigator is assigned to the San Antonio Police Department HIDTA Detail. The San Antonio Police Department HIDTA Detail will provide Leon Valley Police Department K-9 officer/investigator Garland Gaston with:

1. Office space and office equipment.
2. Cellular telephone.
3. Personal computer with database access.
4. K-9 supplies, food, and veterinary care.
5. Vehicle fuel.
6. SAPD radio.
7. Overtime (up to a limit of \$10,000) for work on HIDTA cases.

The use of equipment and facilities listed above follow guidelines established by HIDTA and the City of San Antonio for use in the development and investigation of shared cases. Salaries, fringe benefits, and other liabilities would remain the responsibility of the Leon Valley Police Department.

As in previous agreements, sharing of revenues generated by participation in shared cases is also anticipated. The previous agreement was as follows:

1. On cases initiated by other task force members, where the Leon Valley Police Department investigator's contribution was assistance in surveillance, data base investigation, case preparation, or other assistance, the Leon Valley Police Department will receive a portion of the revenues not to exceed ten (10) percent.

The amount of participation and sharing of assets shall be determined by the San Antonio Police Department HIDTA Detail supervisor.

- 2. On cases initiated by the Leon Valley Police Department investigator as part of his responsibilities with the SAPD HIDTA Detail and where the other task force members provide assistance in the investigation, the sharing of revenues will be based on task force man-hours in the investigation. The percentage of revenue sharing in these cases shall be determined by the San Antonio Police Department HIDTA Detail supervisor.

VI. FUNDING

Overtime funding for the Leon Valley Police Department investigator will be provided by the task force project income, Activity Code 17-11-11 (SAPD HIDTA Detail account).

VII. TERMINATION OF THIS AGREEMENT

This agreement is understood by all parties to be voluntary in nature. Any party to this memorandum of understanding may terminate their participation thirty (30) days after providing notification to the San Antonio Police Department HIDTA Detail and the Signatories of this agreement.

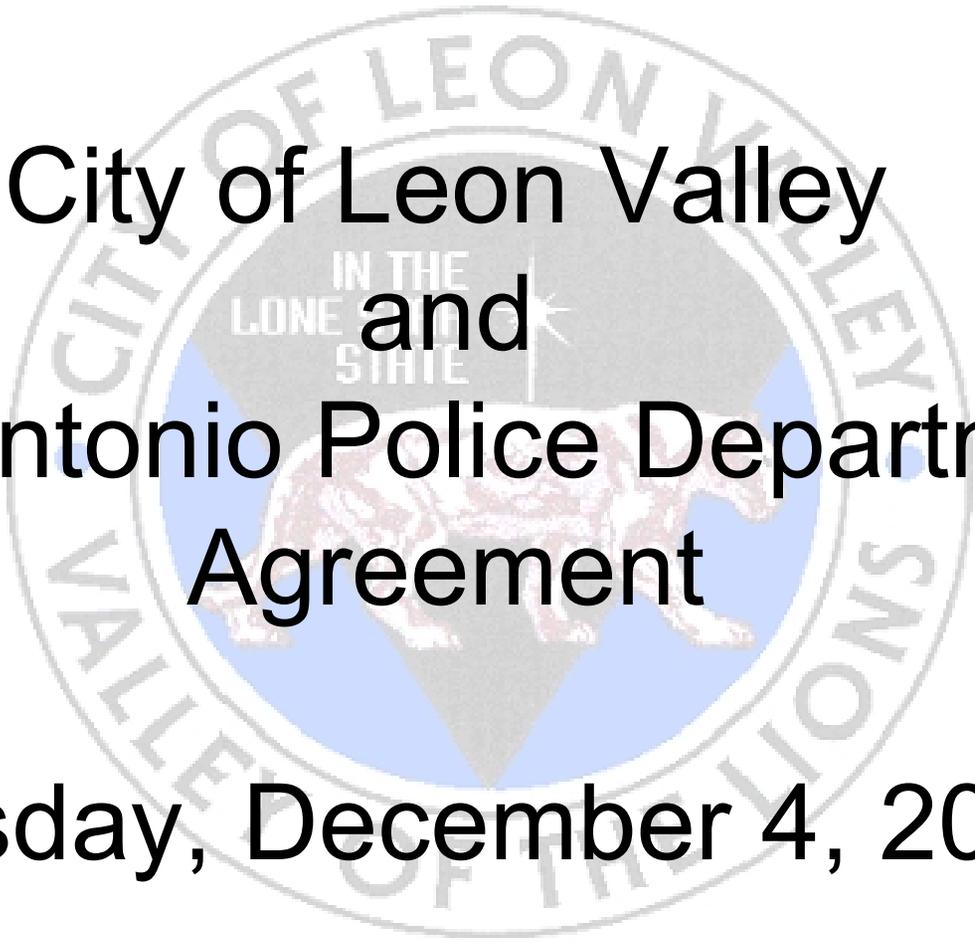
VIII. CLOSING REMARKS

Member agencies of the San Antonio Police Department HIDTA Detail have unique opportunities to impact the quality of life and well being of the citizens of San Antonio and Leon Valley, the State of Texas, and the United States. By combining their efforts, these agencies have committed to the task force concept in order to achieve the goals and activities stated herein.

The term of this agreement shall be from the date of signature by representatives of both parties until September 30, 2013.

For the San Antonio Police Department: For the Leon Valley Police Department:

William P. McManus Date OCT 29 2012 Date _____
William P. McManus, Chief Randall Wallace, Chief
San Antonio Police Department Leon Valley Police Department



**City of Leon Valley
and
San Antonio Police Department
Agreement**

Tuesday, December 4, 2012



Background

- Agreement to continue Leon Valley's participation in the San Antonio Police Department High Intensity Drug Trafficking Area (HIDTA)
 - We currently have one Officer assigned



Purpose of Initiative

- Reduce drug trafficking and money laundering activities
- Reduce public corruption
- Reduce crime rates and illegal drug availability
- Increase safety for investigative and support personnel



San Antonio Police Department Provides

- All operating supplies necessary to complete mission
- Reimbursement of overtime



Leon Valley Provides

- Salary and benefits



Benefit to Leon Valley

- Targeting illicit drug and money laundering organizations operating or impacting the HIDTA
- Developing or adopting investigations which meet criteria for acceptance as Organized Crime Drug Enforcement Task Force (OCDETF) cases.



Benefit to Leon Valley (continued)

- Access to additional resources to assist Leon Valley
 - Ability to have Task Force respond to any Leon Valley issues
- Transfer of forfeited property to Leon Valley

Agenda Item 11

MAYOR AND COUNCIL COMMUNICATION

DATE: December 4, 2012

M&C: # 12-06-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: DISCUSS AND CONSIDER ACTION ON AN ORDINANCE AUTHORIZING THE CITY MANAGER TO EXECUTE A MUNICIPAL MAINTENANCE AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE MAINTENANCE AND OPERATION OF STATE HIGHWAY 16

PURPOSE

The purpose of this agenda item is to allow the City Council to consider action on an ordinance approving the transfer of maintenance and operations of State Highway 16 (Bandera Road) in the City of Leon Valley to the City of Leon Valley. The ordinance authorizes the City Manager to execute the municipal maintenance agreement.

With the acquisition of the CIED Funds from CPS Energy and the funding contribution by the Leon Valley Economic Development Corporation, the City of Leon Valley is positioned to realize a number of initiatives related to the enhancement (clean-up and beautification) of the Bandera Road business corridor.

FISCAL IMPACT

As authorized in the adopted current Fiscal Year Budget.

RECOMMENDATION

Not applicable.

S.E.E

Social Equity – The City’s demonstration and commitment towards a sustainable community includes providing superb infrastructure which has the public and demonstrated enhancement of its main business corridor, Bandera Road, with components to affect cleanliness and beautification

Economic Development – Clean, liveable cities attract and retain a diverse and versatile business environment and viable businesses

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Janie Willman, City Secretary



Texas Department of Transportation

P.O. BOX 29928 • SAN ANTONIO, TEXAS 78229-0928 • (210) 615-1110

November 26, 2012

Municipal Maintenance Agreement City of Leon Valley, Bexar County

Mr. Manuel Longoria, Jr.
City Manager
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

Dear Mr. Longoria:

As we discussed on November 20 and 26, 2012, attached for your review are two (2) originals of a new Municipal Maintenance Agreement (MMA). These originals include a detailed listing of highways and responsibilities on Exhibit "A" (non-controlled access highways) and Exhibit "B" (controlled access highways). Also included with each new MMA is a map showing the city limits and a color coding of the various highways within the City of Leon Valley.

We will also need the City to pass an Ordinance or Resolution, whichever applies, to authorize signature of this document. Attached is an example of an Ordinance document and a Resolution document for your use.

If you concur with the new MMA and all Exhibits, please obtain approval of an Ordinance or Resolution, obtain the appropriate signature from the City on all original MMAs, and return all original MMAs and a copy of your Ordinance or Resolution to my office for final approval by TxDOT. After final approval by TxDOT, we will send you one original including all Exhibits.

We appreciate the great working relationship we have with the City of Leon Valley to operate and maintain the highway system. If you have any questions or wish to discuss the new MMA in person, please call me at (210)615-6476.

Sincerely,

John D. Bohuslav, P.E.
Director of Maintenance

Attachment

cc: Mr. Michael Acosta, P.E.
Mr. Ronnie Lemmons
Mr. Ricardo Castaneda, P.E.
Mr. Marvin Hatter
Mr. Dan Stacks, P.E.

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THE TEXAS PLAN

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MUNICIPAL MAINTENANCE AGREEMENT

STATE OF TEXAS §

COUNTY OF TRAVIS §

THIS AGREEMENT made this _____ day of _____, 20____, by and between the State of Texas, hereinafter referred to as the "State," party of the first part, and the City of Leon Valley, Bexar County, Texas (population 10,151, 2010, latest Federal Census) acting by and through its duly authorized officers, hereinafter called the "City," party of the second part.

WITNESSETH

WHEREAS, Chapter 311 of the Transportation Code gives the City exclusive dominion, control, and jurisdiction over and under the public streets within its corporate limits and authorizes the City to enter agreements with the State to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through its corporate limits; and

WHEREAS, Section 221.002 of the Transportation Code authorizes the State, at its discretion, to enter agreements with cities to fix responsibilities for maintenance, control, supervision, and regulation of State highways within and through the corporate limits of such cities; and

WHEREAS, the Executive Director, acting for and in behalf of the Texas Transportation Commission, has made it known to the City that the State will assist the City in the maintenance and operation of State highways within such City, conditioned that the City will enter into agreements with the State for the purpose of determining the responsibilities of the parties thereto; and

WHEREAS, the City has requested the State to assist in the maintenance and operation of State highways within such City:

A G R E E M E N T

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto to be by them respectively kept and performed, it is agreed as follows:

For this agreement, the use of the words "State Highway" shall be construed to mean all numbered highways that are part of the State's Highway System.

COVERAGE

1. This agreement is intended to cover and provide for State participation in the maintenance and operation of the following classifications of State Highways within the City:
 - A. Non-Controlled Access highways or portions thereof which are described and/or graphically shown as "State Maintained and Operated" highways in Exhibit "A," which is attached hereto and made a part hereof.
 - B. All State highways or portions thereof which have been designated by the Texas Transportation Commission or maintained and operated as Controlled Access Highways and which are described and/or graphically shown in Exhibit "B," which is attached hereto and made a part hereof.
2. In the event that the present system of State highways within the City is changed by cancellation, modified routing, or new routes, the State will terminate maintenance and operation and this agreement will become null and void on those portions of the highways which are no longer on the State Highway System; and the full effect and all conditions of this agreement will apply to the changed highways or new highways on the State Highway System within the City; and they shall be classified as "State Maintained and Operated" under paragraph 1 above, unless the execution of a new agreement on the changed or new portions of the highways is requested by either the City or the State.
3. Exhibits that are a part of this agreement may be exchanged with both parties' written concurrence. Additional exhibits may also be added with both parties' written concurrence.

GENERAL CONDITIONS

1. The City authorizes the State to maintain and operate the State highways covered by this agreement in the manner set out herein.
2. This agreement is between the State and the City only. No person or entity may claim third party beneficiary status under this contract or any of its provisions, nor may any non-party sue for personal injuries or property damage under this contract.
3. This agreement is for the purpose of defining the authority and responsibility of both parties for maintenance and operation of State highways through the City. This agreement shall supplement any special agreements between the State and the City for the maintenance, operation, and/or construction of the State highways covered herein, and this agreement shall supersede any existing Municipal Maintenance Agreements.
4. Traffic regulations, including speed limits, will be established only after traffic and engineering studies have been completed by the State and/or City and approved by the State.

5. The State will erect and maintain all traffic signs and associated pavement markings necessary to regulate, warn, and guide traffic on State highways within the State right-of-way except as mentioned in this paragraph and elsewhere in this agreement. At the intersections of off-system approaches to State highways, the City shall install and maintain all stop signs, yield signs, and one-way signs and any necessary stop or yield bars and pedestrian crosswalks outside the main lanes or outside the frontage roads, if such exist. The City shall install and maintain all street name signs except for those mounted on State maintained traffic signal poles or arms or special advance street name signs on State right-of-way. All new signs installed by the City on State right-of-way shall meet or exceed the latest State breakaway standards and be in accordance with the *Texas Manual on Uniform Traffic Control Devices*, latest edition and revision. All existing signs shall be upgraded on a maintenance replacement basis to meet these requirements.
6. Subject to approval by the State, any State highway lighting system may be installed by the City provided the City shall pay or otherwise provide for all cost of installation, maintenance, and operation except in those installations specifically covered by separate agreements between the City and State.
7. The City shall enforce the State laws governing the movement of loads which exceed the legal limits for weight, length, height, or width as prescribed by Chapters 621, 622, and 623 of the Transportation Code for public highways outside corporate limits of cities. The City shall also, by ordinance/resolution and enforcement, prescribe and enforce lower weight limits when mutually agreed by the City and the State that such restrictions are needed to avoid damage to the highway and/or for traffic safety.
8. The City shall prevent future encroachments within the right-of-way of the State highways and assist in removal of any present encroachments when requested by the State except where specifically authorized by separate agreement; and prohibit the planting of trees or shrubbery or the creation or construction of any other obstruction within the right-of-way without prior approval in writing from the State.
9. Traffic control devices such as signs, traffic signals, and pavement markings, with respect to type of device, points of installation and necessity, will be determined by traffic and engineering studies. The City shall not install, maintain, or permit the installation of any type of traffic control device which will affect or influence the use of State highways unless approved in writing by the State. Traffic control devices installed prior to the date of this agreement are hereby made subject to the terms of this agreement and the City agrees to the removal of such devices which affect or influence the use of State highways unless their continued use is approved in writing by the State. It is understood that basic approval for future installations of traffic control signals by the State or as a joint project with the City, will be indicated by the proper City official's signature on the title sheet of the plans. Both parties should retain a copy of the signed title sheet or a letter signed by both parties acknowledging which signalized intersections are covered by this agreement. Any special requirements not covered within this agreement will be covered under a separate agreement.
10. New construction of sidewalks, ramps or other accessibility related items shall comply with current ADA standards. The city is responsible for the maintenance of these items.

11. If the City has a driveway permit process that has been submitted to and approved by the State, the City will issue permits for access driveways on State highway routes and will assure the grantee's conformance, for proper installation and maintenance of access driveway facilities, with either a Local Access Management Plan that the City has adopted by ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted to the State a Local Access Management Plan, the State's "Regulations for Access Driveways to State Highways" and the State's Access Management Manual. If the City does not have an approved city-wide driveway permit process, the State will issue access driveway permits on State highway routes in accordance with the City's Local Access Management Plan, adopted by city ordinance and submitted to the State or, if the City has not adopted by ordinance and submitted a Local Access Management Plan, the State's "Regulations for Access Driveways to State Highways" and the State's Access Management Manual.
12. The use of unused right-of-way and areas beneath structures will be determined by a separate agreement.

NON-CONTROLLED ACCESS HIGHWAYS

The following specific conditions and responsibilities shall be applicable to non-controlled access State highways in addition to the "General Conditions" contained herein above. Non-controlled access State highways or portions thereof covered by this section are those listed and/or graphically shown in Exhibit "A."

State's Responsibilities (Non-Controlled Access)

1. Maintain the traveled surface and foundation beneath such traveled surface necessary for the proper support of same under vehicular loads encountered and maintain the shoulders.
2. Assist in mowing and litter pickup to supplement City resources when requested by the City and if State resources are available.
3. Assist in sweeping and otherwise cleaning the pavement to supplement City resources when requested by the City and if State resources are available.
4. Assist in snow and ice control to supplement City resources when requested by the City and if State resources are available.
5. Maintain drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the State highway facility within its corporate limits.
6. Install, maintain, and operate, when required, normal regulatory, warning and guide signs and normal markings (except as provided under "General Conditions" in paragraph 5). In cities with less than 50,000 population, this also includes school safety devices, school crosswalks, and crosswalks installed in conjunction with pedestrian signal heads. This does not include other pedestrian crosswalks. Any other traffic striping desired by the City may be placed and maintained by the City subject to written State approval.

7. Install, operate, and maintain traffic signals in cities with less than 50,000 population.
8. In cities equal to or greater than 50,000 population, the State may provide for installation of traffic signals when the installation is financed in whole or in part with federal-aid funds if the City agrees to enter into an agreement setting forth the responsibilities of each party.

City's Responsibilities (Non-Controlled Access)

1. Prohibit angle parking, except upon written approval by the State after traffic and engineering studies have been conducted to determine if the State highway is of sufficient width to permit angle parking without interfering with the free and safe movement of traffic.
2. Install and maintain all parking restriction signs, pedestrian crosswalks [except as provided in paragraph 6 under "State's Responsibilities (Non-Controlled Access)"], parking stripes, and special guide signs when agreed to in writing by the State. Cities greater than or equal to 50,000 population will also install, operate, and maintain all school safety devices and school crosswalks.
3. Signing and marking of intersecting city streets with State highways will be the full responsibility of the City (except as provided under "General Conditions" in paragraph 5).
4. Require installations, repairs, removals, or adjustments of publicly or privately owned utilities or services to be performed in accordance with Texas Department of Transportation specifications and subject to approval of the State in writing.
5. Retain all functions and responsibilities for maintenance and operations which are not specifically described as the responsibility of the State. The assistance by the State in maintenance of drainage facilities does not relieve the City of its responsibility for drainage of the State highway facility within its corporate limits except where participation by the State is specifically covered in a separate agreement between the City and the State.
6. Install, maintain, and operate all traffic signals in cities equal to or greater than 50,000 population. Any variations will be handled by a separate agreement.
7. Perform mowing and litter pickup.
8. Sweep and otherwise clean the pavement.
9. Perform snow and ice control.

CONTROLLED ACCESS HIGHWAYS

The following specific conditions and responsibilities shall be applicable to controlled access highways in addition to the "General Conditions" contained herein above. Controlled access State highways or portions thereof covered by this section are those listed and/or graphically shown in Exhibit "B."

State's Responsibilities (Controlled Access)

1. Maintain the traveled surface of the through lanes, ramps, and frontage roads and foundations beneath such traveled surface necessary for the proper support of same under vehicular loads encountered.
2. Mow and clean up litter within the outermost curbs of the frontage roads or the entire right-of-way width where no frontage roads exist, and assist in performing these operations between the right-of-way line and the outermost curb or crown line of the frontage roads in undeveloped areas.
3. Sweep and otherwise clean the through lanes, ramps, separation structures, or roadways and frontage roads.
4. Remove snow and control ice on the through lanes and ramps and assist in these operations as the availability of equipment and labor will allow on the frontage roads and grade separation structures or roadways.
5. Except as provided under "General Conditions" in paragraph 5, the State will install and maintain all normal markings and signs, including sign operation if applicable, on the main lanes and frontage roads. This includes school safety devices, school crosswalks, and crosswalks installed on frontage roads in conjunction with pedestrian signal heads. It does not include other pedestrian crosswalks.
6. Install, operate, and maintain traffic signals at ramps and frontage road intersections unless covered by a separate agreement.
7. Maintain all drainage facilities within the limits of the right-of-way and State drainage easements. This does not relieve the City of its responsibility for drainage of the highway facility within its corporate limits.

City's Responsibilities (Controlled Access)

1. Prohibit, by ordinance or resolution and through enforcement, all parking on frontage roads except when parallel parking on one side is approved by the State in writing. Prohibit all parking on main lanes and ramps and at such other places where such restriction is necessary for satisfactory operation of traffic, by passing and enforcing ordinances/resolutions and taking other appropriate action in addition to full compliance with current laws on parking.
2. When considered necessary and desirable by both the City and the State, the City shall pass and enforce an ordinance/resolution providing for one-way traffic on the frontage roads except as may be otherwise agreed to by separate agreements with the State.

3. Secure or cause to be secured the approval of the State before any utility installation, repair, removal, or adjustment is undertaken, crossing over or under the highway facility or entering the right-of-way. In the event of an emergency, it being evident that immediate action is necessary for protection of the public and to minimize property damage and loss of investment, the City, without the necessity of approval by the State, may at its own responsibility and risk make necessary emergency utility repairs, notifying the State of this action as soon as practical.
4. Pass necessary ordinances/resolutions and retain its responsibility for enforcing the control of access to the expressway/freeway facility.
5. Install and maintain all parking restriction signs, pedestrian crosswalks (except as mentioned above in paragraph 5 under "State's Responsibilities"), and parking stripes when agreed to by the State in writing. Signing and marking of intersecting city streets to State highways shall be the full responsibility of the City (except as discussed under "General Conditions" in paragraph 5).

TERMINATION

All obligations of the State created herein to maintain and operate the State highways covered by this agreement shall terminate if and when such highways cease to be officially on the State highway system; and further, should either party fail to properly fulfill its obligations as herein outlined, the other party may terminate this agreement upon 30 days written notice. Upon termination, all maintenance and operation duties on non-controlled access State highways shall revert to City responsibilities, in accordance with Chapter 311 of the Texas Transportation Code. The State shall retain all maintenance responsibilities on controlled access State highways in accordance with the provisions of Chapter 203 of the Texas Transportation Code, 23 United States Code § 116 and the State's Interstate Maintenance Guidelines as approved by the Federal Highway Administration in accordance with 23 CFR § 635, Subpart E.

Said State assumption of maintenance and operations shall be effective the date of execution of this agreement by the Texas Department of Transportation.

IN WITNESS WHEREOF, the parties have hereunto affixed their signatures, the City of _____ on the _____ day of _____, 20__, and the Texas Department of Transportation, on the _____ day of _____, 20__.

ATTEST:

THE STATE OF TEXAS

CITY OF LEON VALLEY

Executed and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, and established policies or work programs heretofore approved and authorized by the Texas Transportation Commission

BY _____
(Title of Signing Official)

BY _____
District Engineer

San Antonio District

The Texas Department of Transportation maintains the information collected through this form. With few exceptions, you are entitled on request to be informed about the information that we collect about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you also are entitled to receive and review the information. Under Section 559.004 of the Government Code, you are also entitled to have us correct information about you that is incorrect. For inquiries call 512-416-3048.

NOTE: To be executed in duplicate and supported by Municipal Maintenance Ordinance/Resolution and City Secretary Certificate.

C:\MMAFormLeonValley.doc

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE AGREEMENT DATED _____,
BETWEEN THE STATE OF TEXAS AND THE CITY OF LEON VALLEY _____,
FOR THE MAINTENANCE, CONTROL, SUPERVISION, AND REGULATION OF CERTAIN STATE
HIGHWAYS AND/OR PORTIONS OF STATE HIGHWAYS IN THE CITY OF LEON VALLEY _____;
AND PROVIDING FOR THE EXECUTION OF SAID AGREEMENT; AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY _____:

SECTION 1. That the certain agreement dated _____, between the State of Texas and
the City of Leon Valley _____ for the maintenance, control, supervision, and regulation
of certain State Highways and/or portions of State Highways in the City of Leon Valley _____,
and the same is, hereby approved; and that _____ is hereby
authorized to execute said agreement on behalf of the City of Leon Valley _____ and to transmit
the same to the State of Texas for appropriate action.

SECTION 2. The fact that the work contemplated under the above mentioned agreement is needed, creates an
emergency which for the immediate preservation of the public peace, health, safety, and general welfare requires
that this Ordinance take effect immediately from and after its passage and it is accordingly so ordained.

ATTEST:

PASSED: _____

Secretary

APPROVED: _____

City of _____
Clerk

Mayor

APPROVED AS TO FORM:

City Attorney

EXHIBIT "A"

NON-CONTROLLED ACCESS HIGHWAYS WITHIN THE CITY OF LEON VALLEY

MMA- MAINTENANCE RESPONSIBILITIES WILL BE IN ACCORDANCE WITH THE MUNICIPAL MAINTENANCE AGREEMENT

HIGHWAY	FROM:	TO:	STATE RESPONSIBILITIES	CITY RESPONSIBILITIES
1 SH 16 (Bandera Rd)	WEST CITY LIMITS	IH 410	MMA & ASSIST IN SNOW/ICE CONTROL.	MMA
2 SH 16 (Bandera Rd)	IH 410	EAST CITY LIMITS	MMA	MMA
3 FM 471 (Grissom Rd)	SOUTH CITY LIMITS	SH 16 (Bandera Rd)	MMA	MMA
4				
5				
6				
7				
8				
9				
10				

EXHIBIT "B"

CONTROLLED ACCESS HIGHWAYS WITHIN THE CITY OF LEON VALLEY

MMA- MAINTENANCE RESPONSIBILITIES WILL BE IN ACCORDANCE WITH THE MUNICIPAL MAINTENANCE AGREEMENT

	HIGHWAY	FROM:	TO:	STATE RESPONSIBILITIES	CITY RESPONSIBILITIES
1	IH 410	SOUTH CITY LIMITS	NORTH CITY LIMITS	MMA	MMA.
2					
3					
4					
5					
6					

CITY OF LEON VALLEY MUNICIPAL MAINTENANCE AGREEMENT

July 19, 2010

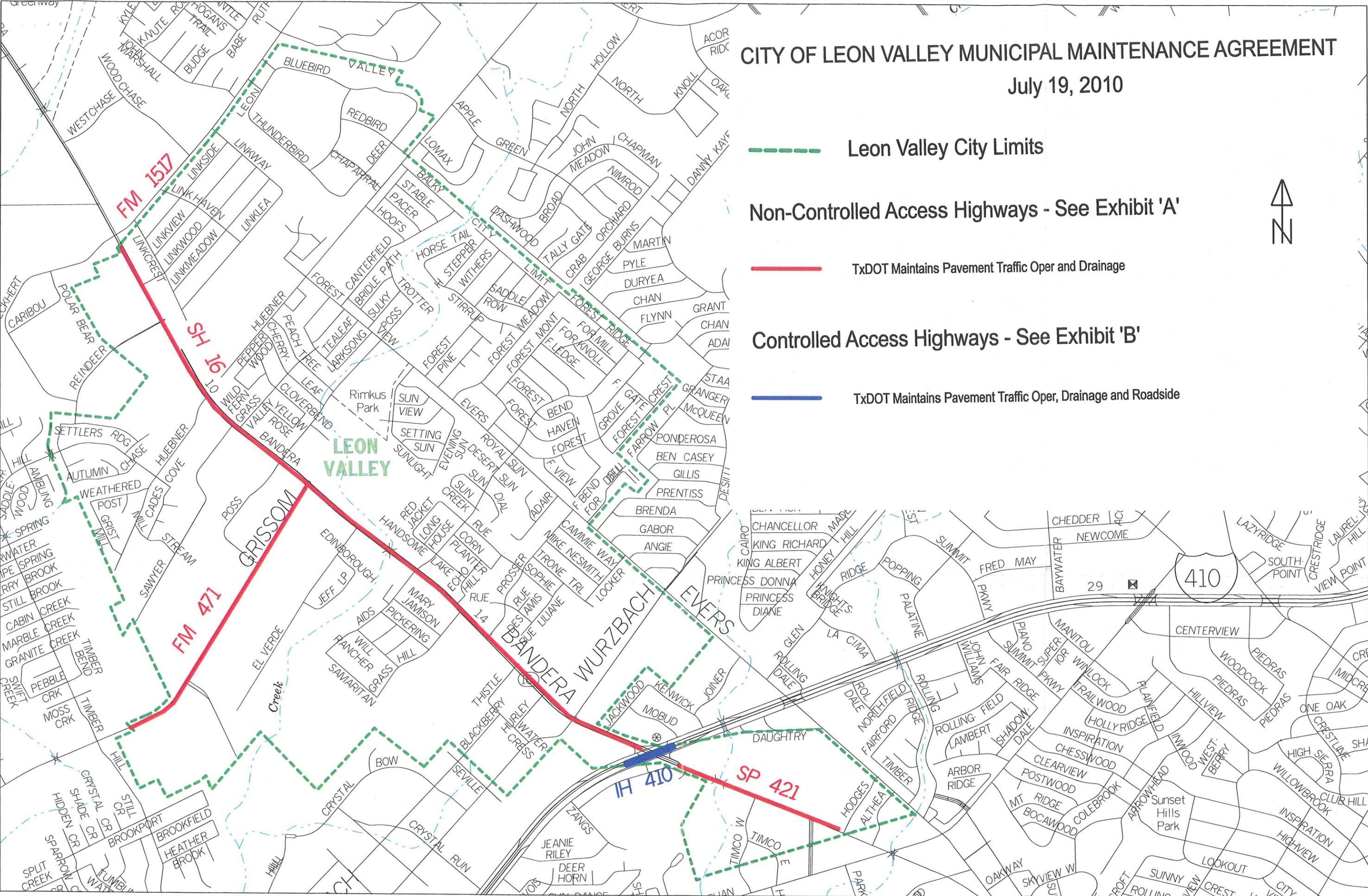
 Leon Valley City Limits

 Non-Controlled Access Highways - See Exhibit 'A'

 TxDOT Maintains Pavement Traffic Oper and Drainage

 Controlled Access Highways - See Exhibit 'B'

 TxDOT Maintains Pavement Traffic Oper, Drainage and Roadside





TXDOT Maintenance Agreement

December 4, 2012



Background

- This Item is part of the City's goal of Beautifying Bandera Road
- Two Prong Approach:
 1. Take over maintenance of the Bandera Road Business Corridor
 - TXDOT currently provides only four right-of-way mowings per year
 2. Placement of Monuments on Bandera Road @ entrance to the City
 - TXDOT has approved preliminary design
 - Jim Carrillo is working on schematic design



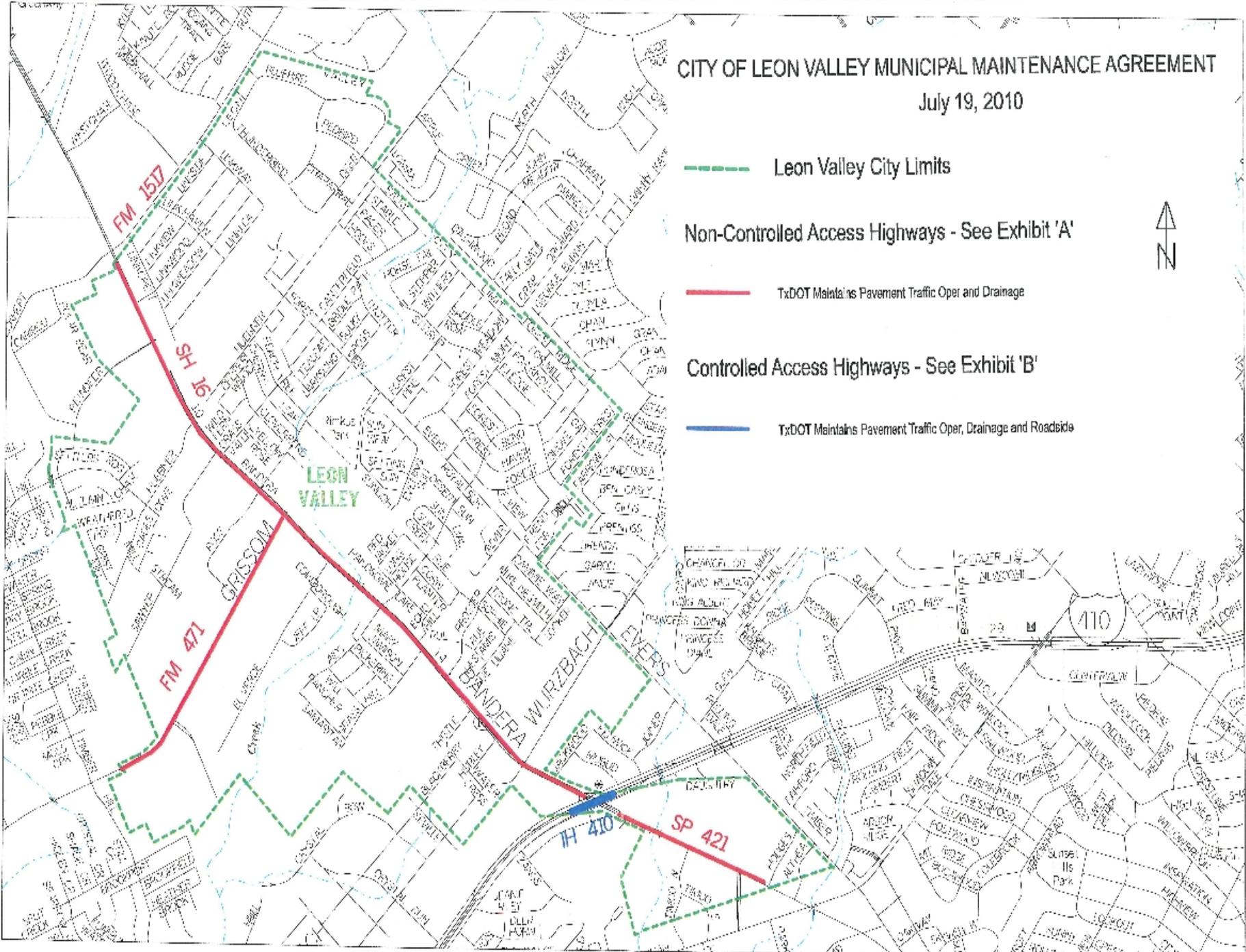
Agreement

- This agreement authorizes LV to take over maintenance on Bandera & Grissom
 - Both are State Highways
- This is a standard State of Texas agreement and provides very little flexibility for modification
- Controlled Access: Highways & Freeways
 - The Flyover
 - TXDOT will have primary responsibility
- Non-Control Access: State Business Corridors
 - Bandera & Grissom
 - LV will have primary responsibility
 - Allows the City to conduct clean-up and maintenance activity
- In both—State & LV will be available to assist
 - This is the current arrangement

CITY OF LEON VALLEY MUNICIPAL MAINTENANCE AGREEMENT

July 19, 2010

-  Leon Valley City Limits
-  Non-Controlled Access Highways - See Exhibit 'A'
-  TxDOT Maintains Pavement Traffic Oper and Drainage
-  TxDOT Maintains Pavement Traffic Oper, Drainage and Roadside





Resources

- Funds are appropriated in the Budget for:
 - Contract maintenance of mowing of Bandera Road ROW @ 42 times per year
 - One new staff position assigned to Bandera Road & Grissom
- Recommendation: City Staff recommends approval of the Ordinance authorizing the City Manager to execute the agreement

Agenda Item 12

MAYOR AND COUNCIL COMMUNICATION

DATE: December 4, 2012

M&C # 12-07-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION APPROVING PROPOSED CIED FUND BUDGET

PURPOSE

This agenda item will allow the City Council to discuss approving a proposed CIED Fund Budget with a detailed list of projects to be funded.

The City Council authorized the expenditure of \$49,850 in CIED Funds on October 16, 2012, to amend the Contract for Services with Half Associates related to the enhancement of Bandera Road for monument sign designs, landscaping and irrigation design, drainage plans, lighting plans, and traffic control.

The balance remaining to be determined is \$ 630,287.

FISCAL IMPACT

As authorized by the City Council. The CIED Funds are in the current fiscal year budget that was adopted on September 18, 2012.

RECOMMENDATION

That the City Council determine a list of projects to be funded from the CIED Fund Budget and consider authorizing the expenditure of the list of projects on December 18 on the Consent Agenda.

S.E.E. IMPACT

Social Equity – The process of open and responsive governance is inherent to the City of Leon Valley and its Mayor and City Council. In order to continue the City Council's practice of transparent, open, and collaborative government, the determination of a list of projects on which to expend CIED Funds needs to be discussed by the City Council and formally approved at a future meeting.

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

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary

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

Agenda Item 13

MAYOR AND COUNCIL COMMUNICATION

DATE: December 4, 2012

M&C # 12-08-12

TO: MAYOR AND CITY COUNCIL

SUBJECT: DISCUSS JANUARY 26, 2013 TOWN HALL MEETING AGENDA TOPICS AND PROVIDE DIRECTION TO THE CITY MANAGER

PURPOSE

The City Council was to send the suggested topics in preparation for the Annual Town Hall Meeting anticipated for Saturday, January 26, 2013 to the City Manager by November 28th for placement on the December 4 City Council Meeting for discussion.

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

Suggested Topics for Consideration:

1. **Capital Facilities Update** including status on architect planning and meeting for citizen input, construction manager-at-risk, bond money, and expected timeline
2. **Waste Management** service options and survey
3. **Economic Development** status of strategic plan and overall funding of projects; annual festival (Taste of Leon Valley and music venue together?); branding of City
4. **Huebner-Onion Homestead** presentation by architects of draft Master Plan and Site Assessment, discussion of Triangle Park, Natural Area and capital campaign
5. **Economic Development** Use of the last 1/8 cent of sales tax
6. **Bandera Road Beautification** Share the details of what has been discussed in City Council Meetings so citizens may know the proposed scheduling and help 'spread the word.'
7. **Economic Development** Discuss manner of getting property owners involved in supporting Leon Valley businesses to improve Leon Valley's business and property values. Leon Valley's new businesses really stand out and should be

an incentive for established businesses to increase business and homeowners should see their property values increase.

8. **Solid Waste Collection Services** Discuss new garbage collection services as authorized in the contract to be considered by the City Council on December 18.
9. **Introduce New City Code Officers and other new City staff members** so those persons attending the Town Hall Meeting learn who the new City employees are.

FISCAL IMPACT

Not applicable.

RECOMMENDATION

Not applicable.

S.E.E. IMPACT

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

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

Environmental Stewardship – N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Janie Willman, City Secretary



COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 1 of 3

BUILDING PERMIT ACTIVITY

Twelve (12) residential building permits were issued in August 2012 and a total of Three (3) Commercial Remodels revenue of \$3,684 with a total value of \$416,897

The overall permits (fence, roof, HVAC, electrical, plumbing, etc...) issued in August 2012 totaled 115.

The revenue generated was \$10,990.

Fifteen (13) applications were made for Certificates of Occupancy by the following:

Jacqi's Nu Fitness LLC	6715 Bandera Rd.
BPM	6176 Wurzbach Rd.
Cellphone Doctors & Computers	6504 Bandera Rd. #7
Sportbike Repair	5504 Bandera Rd. #513
Eric Rios (Temporary Only)	7500 Eckhert Rd. #140
Peng's Chinese Kitchen	5764 Evers Rd.
Primrose Lane Adult Day Care	6812 Bandera Rd. #124
A1 Alarm & Tint	5504 Bandera Rd. #206
Armada Medical Supplier	7342 Reindeer Trail
MYO Fascial Center of SA	7055 Bandera Rd.
LKO Keystone Automotive	5415 Bandera Rd. #509
Rios Golden Cuts Salon	7500 Eckhert Rd. #500
Davila Flooring	5504 Bandera Rd. #608

The total revenue for the Certificate of Occupancies was \$780.

ZONING & LAND USE PROJECTS

Staff initiated change of 6300 & 6320 Bandera Road from the Sustainability Overlay to the Commercial/Industrial Overlay.

INSPECTIONS/REVIEWS

BUILDING

A total of 98 Building, Plumbing Inspections and Building Reviews were conducted in August 2012 by Bruce Bealor. The total amounts of fees paid were \$2,940.

HEALTH

Steve Barscewski conducted 28 inspections in August 2012 at a fee of \$1,126.

- 11 Complaints and Follow-ups
- 01 Foster Care
- 07 Primary/Secondary Swimming Pools/Spa
- 01 Consultation

OTHER COMMUNITY DEVELOPMENT ACTIVITIES

- **Tree Advisory Meeting**—August 23, 2012
 - Presentation by Bexar County Regarding Flood & Tree Mitigation
 - Election of Officers
- **Zoning Commission** – August 28, 2012
 - Master Plan review Old Mill & Grass Hill
 - Zoning Overlay Change 6300 & 6320 Bandera
 - Election of Officers



August 2012

COMMUNITY DEVELOPMENT MONTHLY REPORT

Page 2 of 3

CODE ENFORCEMENT ACTIVITY

Overgrown Premises	31
Brush Accumulation (alley)	09
Overgrown Vacant Lot	08
Low Hanging Tree Limbs	05
Fence Inspections	02
Snipe Signs	43
Illegal Watering	01
Accumulation Trash & Debris	09
Graffiti Abated	17
Illegal Business Signs	02
Overgrown Alley	09
Vendors	01
Blocking of Sidewalk	01
Illegal Donation Box	01
Pools Treated w/ Mosquito Tables	02
No Roof Permits	01
Grass Cuttings	02
Illegal Wind Wavers	06
Outside Storage	08
TOTAL CODE ENFORCEMENT ACTIVITIES	158
COMPLIED W/CODE VIOLATION NOTICE	147

ANIMAL CONTROL ACTIVITY

Dog & Cat Pet Tags Issued	5
Dogs Running at Large	19
Cats Running At large	27
Barking Dogs	07
Violations of Leach law	0
Dead Animals on Streets	11
Wild Animal Relocated	14
Excessive Dogs and Cats at Residence	04
Dog Fighting	0
Request for Humane Traps	08
Animals Reported Lost	02
Animals Found	01
Snipe Signs Removed	14
Graffiti Areas Abated	03
Dogs Impounded	09
Cats Impounded	24
Dog Bites Confirmed	01
Total Animal Control Activities for August 2012	149

August 2012

**COMMUNITY DEVELOPMENT
MONTHLY REPORT**

Page 3 of 3



**COMMUNITY & CONFERENCE
CENTER RENTALS**

COMMUNITY CENTER RENTALS

- August 2012 – Eight (8)
- * August 2011 – Two (2)

REVENUE - \$8,458

CONFERENCE CENTER RENTALS

- August 2012 – Five (5)
- *August 2011 – Two (2)

REVENUE - \$4,113

HOTEL/MOTEL REVENUE - \$ 6,572

* Previous August 2011 - \$ 11,219

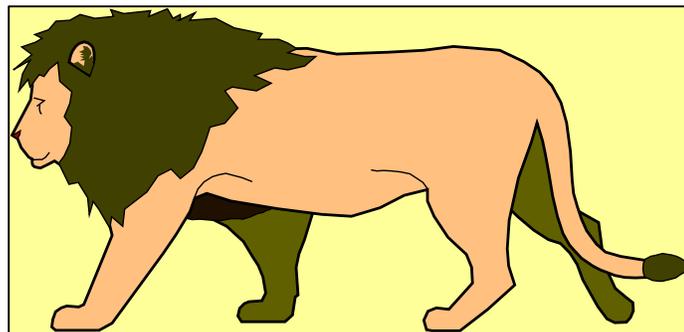
Other Events Held:

- “Dino George” c/o Library –
August 4 (Conference Center)
- The American Backflow Workshop –
August 9 (Conference Center)
- Northwest Senior Annual Health Fair
– August 29 (Community Center)

LEON VALLEY PUBLIC LIBRARY STATISTICS

OCTOBER 2012

	OCTOBER 2012	<i>Compared to</i>	SEPTEMBER 2012
Items Loaned	3299		3115
OneClickAudio Sessions	0		1
Days Open/Average Per Day	22/150		20/156
Door Count	7029		8169
Volunteer Hours	276		283
Items Added New/Redo	254/191		171/128
Value of Gift Items	\$2344		\$1144
Reference Questions	622		503
Items Withdrawn	60		75
Library Cards Issued	49		47
Internal Internet Sessions	386		369
External Wi-Fi LVP Accesses	644		692
Faxes Sent	94		79
Lit. Students/Items Used	3stu/6bks		3stu/6bks
ILL Received TexPress	23pkg/25bks		27pkg/29bks
ILL Returned TexPress	26pkg/27bks		17pkg/19bks
ILL Mailed	3 in/ 1 out		0 in/ 2 out
Library Fines	\$51.50		\$46.00
Library Copy	\$91.90		\$79.00
Tax Equivalent	\$195.00		\$175.00
Gifts and Memorials	\$0.00		\$0.00
Member Amount Saved	\$49568.55		\$46,816.91





Leon Valley Police Department Monthly Report October 2012

Calls for Service

	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Calls for Service	729	7,690	826	7,768
Index Crimes	74	766	72	734
Non-Index Crimes	655	7,098	754	7,037

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

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

Non-Index Crimes

	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Suspicious Vehicle	54	581	67	584
Assist the Public/Other Agency	74	692	65	703
Disturbance	48	630	72	734
Violation of City Ordinance	15	121	28	136
Traffic Offenses	36	324	32	277
Burglar Alarm	84	970	103	971
Accidents	65	497	67	541
Criminal Mischief	39	227	18	171
Other	122	1,705	125	1,643
N-Code 10*	8	112	6	77
N-Code 14**	43	316	54	300
N-Codes	67	836	117	900

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

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



Leon Valley Police Department Monthly Report

Index Crimes

	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Burglary	8	123	5	93
Burglary – Motor Vehicle	12	187	15	169
Assault	3	75	5	81
Homicide	0	0	0	0
Rape	0	3	0	2
Theft	47	328	39	336
Theft of Service	0	16	3	23
Vehicle Theft	2	25	4	19
Robbery	2	9	1	8

Citations

	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Citations Issued	796	7,929	403	6,172

Citations by Selected Categories	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Expired License Plates	93	1,014	48	695
Expired Inspection Certificate	121	1,501	60	1,068
No/Expired/Invalid DL	67	626	36	523
No Insurance	137	1,438	79	1,171
Ran Red Light	16	146	6	110
Ran Stop Sign	61	358	15	380
Speeding	69	714	37	426

Hazardous vs. Non-Hazardous	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Hazardous	146	1,218	68	926
Non-Hazardous	650	6,691	335	5,246

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



Leon Valley Police Department Monthly Report

Arrest

Arrests	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Felony Offense	8	70	7	46
Misdemeanor Offense	58	643	32	520
Warrants	8	97	14	120

Investigations

	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Assigned	135	1,303	120	1,182
Arrest/Charges Filed at Large	28	261	31	289
Suspended	14	892	89	815
Closed by Exception	83	168	19	139

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

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

Communications

Total 911 Calls/ by Source	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Total	857	9,768		
Business	38	712		
Residential	34	401		
Coin	4	86		
Cellular	761	7,619		
Voice over Internet Protocol	20	375		
Unknown	0	36		

911 Numbers not available



Leon Valley Police Department Monthly Report

Community Resource Officer

	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Violations of City Ordinance	38	508	9	272

Reserve Officers

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

	Oct 2011	YTD 2011	Oct 2012	YTD 2012
Hours	488	3,620	132	2,276
Calls for Service Handled	63	756	47	635
Citations	70	441	10	266

Public Works Monthly Report

October 2012



Director's Report

- Attended all normal Staff meetings, Park Commission and CAG
- Met with SIA Engineer for various projects in progress
- Organized preparations for City 60th Celebration
- Met with Steve Cady, Engineer and M&C Fonseca
- Met with Brad Pierce, Viking Construction
- Organized pick up of surplus supplies at Brooks City Base



Construction Crew Activities

- 10-01 7034 Grass Valley: Set forms and steel for curb.
- 10-02 7034 Grass Valley: Mixed, poured and finished concrete for curb.
- 10-03 6639 Seneca Dr.: Patched sections of asphalt, damaged by flood waters.
- 10-04 7030-34 Grass Valley: Watered, rolled and oiled base material.
- 10-05 7030-34 Grass Valley: Laid and compacted 45 tons of Hot Mix asphalt.
- 10-08 7034 Grass Valley: Spread top soil and laid sod to damaged areas behind curb.
- 10-09&10 7520 Huebner Rd.: Set forms, base material and re-bar for side walk.
- 10-11 7520 Huebner Rd.: Poured and finished 8cu.yd. of concrete for side walk.(124')
- 10-12 7520 Huebner Rd.: Cleaned and reset forms and then spread base material.
- 10-15 7520 Huebner Rd.: Installed re-bar and chairs.
- 10-15 6763 Timberhill: Saw cut street and began to set forms for side walk and driveway approach.
- 10-16 6763 Timberhill: Filled driveway approach with base material until resident moves in.
- 10-17 7520 Huebner Rd.: Poured and finished 8 cu. yd. of concrete for side walk. (139')
- 10-18 & 19 7520 Huebner Rd.: Dressed up entire area with top soil.
- 10-22 thru 25 6763 Timberhill: Excavated, set forms and steel for driveway approach and loaded spoils to be hauled away.
- 10-26 6763 Timberhill: Poured and finished 9 cu. yd. of concrete for driveway approach, curbs and sidewalks.



Water/Sewer Department

Water Samples for S.A. Health District	11 Water Samples for Analysis
Disconnect Notices	159
Disconnect Water Service	29
Flush Dead-End Water Mains	26 Flushed
Meter Reading	3 Days
Meter Re-reads	2 Re-reads
Meter Change Out Program	7 Meters changed out
Temporary Meters Installed	0 Installed
Move Outs	8 Closed
Move Ins	10 Activated
Locates	1 Completed
Wells/Tower Sites	Cut Grass and Trim
City Wide	Fire Hydrant List

Location

Sulky at Halter
 5915 Forest Ridge
 7203 Horsewhip
 5915 Forest Ridge
 7203 Horsewhip
 6763 Timberhill
 Shop
 7010/14 Sunlight
 6747 Poss
 Leon Trace Apt.
 Park
 7011 Sunlight
 Wells
 6502 Halter
 7202 Sulky

Work done

dug up leak
 put forms and put rebar
 put forms and rebar
 poured cement
 poured cement
 pulled rest of the driveway put forms
 took trucks to get inspection
 repair service line and replaced curb stop
 put forms and poured concrete
 dug around meter and replaced meter
 marked sprinklers
 installed speed limit sign
 changed air release valve
 cut out drive way replace 40ft of water main
 tapped service line



Maintenance Crew

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



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION**

September 26, 2012

The regular meeting of the Leon Valley Economic Development Corporation (LVEDC) convened at 6:32 p.m. on **Wednesday, September 26, 2012** in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. CALL TO ORDER

Present were President Abraham Diaz, Treasurer Michael McCarley, Secretary Nancy Marin, Board Member Claude Guerra, Board Member Dr. Georgia Zannaras, and Board Member Herman Segovia. Also present were Board Attorney Steven Peña and Economic Development Director Claudia Mora acting as staff support and recording secretary. Vice President Stephen Ynostrosa was excused.

II. CITIZENS TO BE HEARD

There were no citizens to be heard.

III. FINANCIAL REPORT BY LVEDC TREASURER (MICHAEL MCCARLEY) AND CONSIDERATION

Treasurer McCarley reported the balance in the checking account at \$20,238.19; money market account at \$385,013.35. The total amount on hand was reported as \$405,251.54. Expenditures for the month were reported as \$17,658.84. Applicable balance was reported as \$387,592.70. This amount included the sales tax revenue of \$16,870.87 for September. Board Member Marin asked about the attorney fees related to Drenner & Golden Stuart Wolff, LLP. Ms. Mora indicated she would do another review of the information on the agreement with and payments to Drenner & Golden Stuart Wolff and report back to the Board. President Diaz asked for a motion to accept the Treasurer's Financial Report. Board Member Marin moved to accept the Treasurer's Financial Report. Board Member Guerra seconded the motion. The motion carried.

IV. DISCUSSION CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-009, A RESOLUTION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) APPROVING THE EXPENDITURE OF LVEDC FUNDS UP TO THE AMOUNT OF \$10,000 IN A GRANT AND UP TO \$37,500 IN A LOAN TO MAURICIO ROMERO AND EL SOL BAKERY, INC.

Board Member Marin indicated that she wanted to present some financial information and analysis on El Sol and wished to do it in a closed session. Discussion ensued on whether to have a closed session. Board Attorney Peña stated that if the consensus of the Board was to have a closed session, then the Board could go into closed session and come out of it at any time. Board Member Marin wanted to go on record as having requested a closed session. The Board members were each asked their preference. Three Board members indicating their preference to go into closed session were Marin, McCarley and Zannaras. Three Board members indicating their preference to remain in open session were: Diaz, Guerra and Segovia.

Board Attorney Peña informed the Board that they could stay in open session and proceed line by line on the financials and then go into a closed session during the discussion.

President Diaz announced that the LVEDC Board was going into closed session at 7:06 p.m.

President Diaz announced that the LVEDC Board was reconvening into open session at 7:43. No action was taken during the closed session. No action was taken as a result of the closed session.

The Board conducted a discussion on the El Sol project and funding application. In general, the Board was concerned that Mr. Romero was not present at the meeting. There were questions that the Board wanted responses to that only Mr. Romero could provide. It was suggested that if funding were approved, El Sol would need to put up collateral to secure the funding from the LVEDC.

A suggestion was made that perhaps the City could negotiate that future sales tax generated by the business could be used to fund the project over a designated period of time.

Board Member Marin voiced her concern regarding the final scoring figures and wanted to go on record as not agreeing with staff's score on the application. Discussion ensued with comments from Board Member Segovia and Ms. Mora regarding the scoring not being completed at the end of the scoring session.

Board Member Marin moved that the Board agree that the application score is 70, which would allow for further review. Board Member McCarley seconded the motion. After some discussion, Ms. Marin and Mr. McCarley rescinded the motion and second.

Board Member Segovia moved that the Board accept agenda item IV and move forward with the process. Board Member Guerra seconded the motion. The motion carried.

The LVEDC Board recessed for five (5) minutes.

V. DISCUSSION AND CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-012, A RESOLUTION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) APPROVING THE REVISED LVEDC PROGRAM GUIDELINES – FUNDING POLICIES AND APPLICATION

Board Member Marin asked that the application portion of the draft be removed

President Diaz asked the Board if there were any questions on the draft guidelines as they were reviewed and worked on during the work session.

Board Member McCarley stated he still had an issue with the \$10,000 limit being the threshold for determining which projects went forward to the City Council for approval. He felt that all funding should be approved by the City Council.

There was a discussion on item 14 under the Guidelines Section of the draft program guidelines. This item dealt with employing non-U.S. citizens. The Board was concerned about the current percentage rate for interest to attach to the repayment of funds. After some research, it was determined that 5% be inserted in the draft guidelines.

Discussion ensued regarding the application review process. It was recommended that the City staff review all applications and present the results to the Board for action. Board Member Marin strongly advocated for two (2) Board Members to be part of the application review process. Board Member Guerra suggested that a Board Member be present during the staff discussions. President Diaz stated that staff would not be approving the applications; that the Board would be the ones to approve any applications. Board Member Segovia wanted to know what other EDC boards were doing in this matter.

Board Member Segovia moved to table agenda item V. Board Member Marin seconded the motion and asked that the application not be included. The motion carried.

Board Attorney Peña indicated that the term "Executive Director" be removed from the guidelines.

VI. FUTURE AGENDA ITEMS

No discussion was held on this item.

VII. ANNOUNCEMENTS

Ms. Mora informed the Board that she would be out of the office on business from September 28 through October 3.

Board Member Marin asked that the Board have printed copies of the revised guidelines at the next meeting.

VIII. ADJOURN

Board Member Segovia moved to adjourn, seconded by Board Member Guerra. The motion carried by voice vote and the meeting was adjourned at 9:33 p.m.



ABRAHAM DIAZ
BOARD PRESIDENT



CLAUDIA MORA
STAFF LIAISON



**MINUTES OF THE MEETING OF THE
LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION**

October 24, 2012

The regular meeting of the Leon Valley Economic Development Corporation (LVEDC) convened at 6:33 p.m. on **Wednesday, October 24, 2012** in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. CALL TO ORDER

Present were President Abraham Diaz, Vice President Stephen Ynostrosa, Treasurer Michael McCarley, Board Member David Gannon, Board Member Claude Guerra, Board Member Dr. Georgia Zannaras, and Board Member Herman Segovia. Also present were Board Attorney Steven Peña and Economic Development Director Claudia Mora acting as staff support and recording secretary.

II. PRESENTATION OF BOARD SERVICE APPRECIATION PLAQUE TO NANCY MARIN

Board President Diaz presented a service appreciation plaque to outgoing Board Member and Board Secretary, Nancy Marin. Ms. Marin thanked the Board for acknowledging her work and service. She also thanked the Board for their service. Various Board Members expressed their gratitude for Ms. Marin and her service to the Board.

III. CITIZENS TO BE HEARD

There were no citizens to be heard.

IV. CONSIDER LVEDC MINUTES – AUGUST 22, 2012 AND SEPTEMBER 18, 2012

Board Member Gannon abstained from consideration of the minutes. President Diaz asked for a motion to accept the minutes as drafted for August 22, 2012 and September 18, 2012. Board Member Guerra moved to accept the minutes. Board Member Zannaras seconded the motion. The motion carried.

V. FINANCIAL REPORT BY LVEDC TREASURER (MICHAEL MCCARLEY) AND CONSIDERATION

Treasurer McCarley reported the monthly sales tax revenue of \$19,831.71 for October. For the year, the total sales tax revenues are \$201,221.61. As of October 24, 2012, the balance in the checking account was \$7,142.20; money market account was \$404,870.35. The total amount on hand was reported as \$412,012.55. Treasurer McCarley also reported that he was to meet with the bank to find out to what the \$30-\$40 in monthly fees were attributed. Ms. Mora was asked about the status of the attorney's fees due to Drenner & Gold Stuart Wolff, LLP. Ms. Mora reported that the fees for the development agreement had been paid. The amount being charged to the LVEDC was for legal fees incurred by the law firm in response to the pending litigation with Mr. Little. Board Attorney Peña asked to see the LVEDC agreement with Drenner & Gold Stuart Wolff, LLP to determine whether the fees were attributable to the agreement.

President Diaz asked for a motion to accept the Financial Report. Board Member Gannon moved to accept the Financial Report. Board Member Ynostrosa seconded the motion. The motion carried by voice vote.

VI. DISCUSSION CONSIDERATION OF ACTION WITH ATTACHED RESOLUTION 2012-009, A RESOLUTION OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) APPROVING THE EXPENDITURE OF LVEDC FUNDS UP TO THE AMOUNT OF \$10,000 IN A GRANT AND UP TO \$37,500 IN A LOAN TO MAURICIO ROMERO AND EL SOL BAKERY, INC. Mauricio and Teresa Vasquez-Romero were introduced to the Board. The Romeros provided an introduction to El Sol Bakery and its mission. Ms. Mora provided a summary of the project for the Board's consideration. The Board proceeded with questions to the Romeros regarding equipment, property, bank letter, and the plans to relocate to Leon Valley.

Board Attorney Peña asked about the lease negotiation with the City. Ms. Mora responded that the negotiations were not yet completed.

Board Member Guerra asked the Romeros about the projected revenues for El Sol in Leon Valley. Mrs. Romero responded that \$1,500 was the high end; that the range would be between \$750 to \$1,500 daily. She felt that the traffic on Evers Road along with the solid patronage of El Sol customers for the past nine (9) years helped determine that range. Board Member Guerra also asked about specific marketing plans to help bring in that revenue. Mrs. Romero reported that the plans included outreach through the area newspaper, door-to-door flyers and contact, along with personal visits to area businesses and the Northside Independent School District.

President Diaz asked if the Romeros could budget the project funds so that the \$10,000 grant from the LVEDC would go toward the improvements made to the Kinman House. Mrs. Romero responded that they would look at that to make it work.

It was clarified that the business would generate sales tax on catering conducted by El Sol as well meals eaten in the El Sol Bakery and Bistro. Bread sold by the bakery does not generate sales tax.

Discussion ensued regarding equipment for collateral on a \$37,500 loan. Mrs. Romero indicated that El Sol owned additional equipment not pledged to First Mark Bank for their loan. This additional equipment could go toward the collateral secured for the LVEDC loan.

Board Attorney Peña commented that the resolution could be passed by the Board that evening so that the process could continue. As the resolution was worded, the Board is under no obligation to fund. This would allow agreement and terms are to be negotiated and reviewed by the Board prior to City Council approving.

Board Member Segovia moved to grant up to \$10,000 in a grant to El Sol as long as the grant was used to make improvements to the Kinman House; in addition, that a loan of up to \$37,500 be fully-secured, with the LVEDC having first priority on the collateral be made to El Sol; and that the terms of the loan be for five (5) years with clawback provisions, for which the Romeros would be responsible. Board Member Gannon seconded the motion. The motion carried by voice vote.

VII. SCHEDULE NOVEMBER AND ECEMBER 2012 MEETINGS

Board Member Guerra asked that staff research how other EDCs handle requests for funding along with improved signage and storefront improvements. Specifically, Board Member Guerra asked that staff look at amounts requested, participation by the applicant and board on the funding, whether funding was limited to sales tax generating businesses.

Board Member Zannaras stated that it would benefit the Board to have more meetings now to finish up the guidelines so that the new year could begin with new guidelines. She also expressed interest in finding out what other EDCs handle signage and land owner participation.

The next LVEDC Board meetings were set for November 7 and 14.

VIII. FUTURE AGENDA ITEMS

No discussion was held on this item.

IX. ANNOUNCEMENTS

President Diaz welcomed new Board Member, David Gannon.

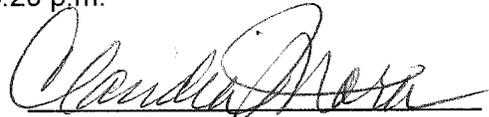
President Diaz asked staff to check on the training requirements for the Board Members. Specifically, he asked that staff check which Board Members need to attend the sales tax workshop conducted by the Texas Economic Development Council. Ms. Mora indicated that she would report back to the Board with that information.

X. ADJOURN

Board Member Guerra moved to adjourn, seconded by Board Member McCarley. The motion carried by voice vote and the meeting was adjourned at 8:20 p.m.



**ABRAHAM DIAZ
BOARD PRESIDENT**



**CLAUDIA MORA
STAFF LIAISON**

Minutes of the

September 10, 2012

CITY OF LEON VALLEY PARK COMMISSION

1. Call to Order and Determination via Roll Call if Quorum is Present: The September 10, 2012 meeting was called to order at approximately 6:30 PM by Chairman Bert Thomas in the large pavilion at Raymond Rimkus Park in the City of Leon Valley.

Present: Bert Thomas, Bill Cooper, Susan Fraser, Tom Fraser, Linda Tarin, Rachel Felkner, John Stanley, and Scott Baird.

Absent/Excused: Benay Cacciatore, Carol-Ann Randolph-Oviedo

City Staff Present: Byron Vick

City Council Liaison: None

2. Review and consideration for approval of the August 13, 2012 Meeting Minutes: Motion for approval was made by Tom Fraser, seconded by Bill Cooper and unanimously approved by the commissioners.

3. Citizens to be heard: None.

4. Reports: Activities that impact the Park or Access to the Park.

A. Park Rental Applications: Reviewed.

B. Boy Scout Project by Justin Bustos was reviewed. His job was completed in an outstanding manner. The park tables looked great as well as the new horseshoe pit. He did a commendable job.

5. Discuss:

A. Tagging in the park has been on the increase. Garbage containers, doggie litterbag dispensers, benches, basketball poll, and even a beam in the large pavilion where we were conducting this meeting have been tagged. Suggest the maintenance people carry spray cans of paint in their truck while picking up the garbage, and touch them up as they pick up trash.

B. Trees, along the trails in the area behind the community garden, need trimming. Limbs hang over the trails in several places and will hit the user in the face if they are not paying attention.

C. Discussed Sherry Disdier's concern over a man carrying a large snake in the park.

Each member voiced their concern and opinion over allowing snakes in the park. Our park rules do prohibit snakes from being brought into the park. We did change the wording in our rules to read (under prohibit-Pets): "No ponies, horses, reptiles, exotic animals, and unleashed pets."

6. Commissioner's and Staff's Comments:

A. All commissioners voiced their concerns during the discussion part of our meeting and we used this part of our meeting to make a tour the park.

7. Announcements: The next City of Leon Valley Park Commission Meeting will be at the City Council Chambers, Leon Valley, TX at 7:00 PM on October 8, 2012.

8. Adjournment: A motion to adjourn was made by Bill Cooper, seconded by Tom Fraser, and unanimously approved by the commissioners. The meeting adjourned at approximately 8:30 PM.



Bert H. Thomas, Chairman

Leon Valley Parks Commission

Minutes of the

October 8, 2012

CITY OF LEON VALLEY PARK COMMISSION

1. Call to Order and Determination via Roll Call if Quorum is Present: The October 8, 2012 meeting was called to order at approximately 7:05 by Chairman Bert Thomas in the City Chambers at the Leon Valley City Hall

Present: Bert Thomas, Bill Cooper, Rachel Felkner, John Stanley, Scott Biard, and Benay Cacciatore.

Absent/Excused: Susan Fraser, Tom Fraser, Linda Tarin and Carol-Ann Randolph-Oviedo.

City Staff Present: Byron Vick

City Council Liaison: None

2. Review and consideration for Approval of the September 10, 2012 Meeting Minutes: Motion for approval was made by Scott Baird, seconded by Bill Cooper and unanimously approved by the commissioners.

3. Citizens to be heard: None.

4. Reports: Activities that impact the Park or Access to the Park.

A. Park Rental Applications: Reviewed.

B. Park Rules Rewritten: No ponies, horses, reptiles, exotic animals, and unleashed pets allowed in the park. The word *dangerous* was removed from the rules; therefore, prohibiting any reptiles from being brought into the park.

5. Discuss:

A. Work Day in the park: We need to reseed wildflowers in the area adjacent to the community gardens as we have done over the past 4 or 5 years. Bill Cooper suggested we additionally seed the area along the fence line across from the community center. Dr. Wassel Beal provided us with 2 pounds of top quality wildflower seeds as he has done in the past years. Byron Vick said his Department will also provide seeds for us. The group decided to prepare the areas on Saturday Morning, October the 20th, and seed them on the following Saturday which is on October 26th.

6. Commissioners' and Staff's Comments:

A. Bert Thomas said the City Manager told him there will be a meeting in early November with the Leon Valley City Council and the Huebner Onion Homestead Society to discuss extending the lease on the 36 acre natural park area. Bert suggested that several of us should attend. He asked Bill Cooper, Scott Braid and John Stanley to attend with him. He will let them know the date when he is notified.

Bert asked Byron Vick if he will be buying new trees for planting in the park next year. He further asked, if he would purchase crepe myrtle bushes for planting around the perimeter of the outfield fence at the baseball field.

B. Benay Cacciatore suggested we place green water bags around the base of new trees the next time we plant them.

Benay suggested the Commissioner have a spring outing at the Lady Bird Johnson Wildflower Café.

C. Scott Baird asked Byron Vick if he could help rid the park of the tagging. Byron replied that his people try to remove them as they are discovered; however, he would look into any liability issues as far as Scott removing tagging and using certain chemicals needed to remove them.

D. Rachel Felkner mention the tallest metal sliding board, behind the community garden, is in need of repair.

7. Announcements: The next City of Leon Valley Park Commission Meeting will be at the City Council Chambers, Leon Valley, TX at 7:00 PM on November 12, 2012.

8. Adjournment: A motion to adjourn was made by Bill Cooper, seconded by Tom Fraser, and unanimously approved by the commissioners. This meeting adjourned at approximately 8:30 PM.

Approved:



Bert H. Thomas, Chairman

City of Leon Valley, Parks Commission



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

August 28, 2012

The meeting of the Leon Valley Zoning Commission convened at 6:30 p.m. on Tuesday, August 28, 2012, in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. Roll Call

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

Also present was Economic Development Director Claudia Mora.

Chairman Guerra III welcomed new Alternate Member Carlos Fernandez.

II. Approval of Minutes – July 24, 2012

2nd Vice-Chair Olen Yarnell made a motion to approve the minutes as written. Commissioner Pedro Esquivel seconded the motion, and the motion passed unanimously by voice vote.

**III. Discussion of the Master Plan Revisions for the following Neighborhood Area –
3N Old Mill Area and 6N Grass Valley Area**

Chairman Claude Guerra III opened the discussion of the Master Plan Revisions for 3N Old Mill Area and 6N Grass Valley Area. Staff addressed the audience and noted that the Zoning Commission reviews the Master Plan every 4 years to update it with current information and trends. Staff further noted that the Master Plan was a policy guide and was to be considered in broad terms and not as law. Staff turned the discussion of the Old Mill Area to Commission Member Phyllis McMillan. She noted the following regarding Old Mill Area: the area is in good condition and the existing Neighborhood Matrix lets the reader/developer know what land uses are desirable to this area; the primary part of this area is zoned R-1 and R-6 with some retail along Huebner and Bandera roads; the proposed zoning is consistent and compatible with the area and allows for a good community/residential development; the existing zoning and development regulations are acceptable for the area and the R-1 and R-6 areas are completely developed; there are standard sidewalks and appropriate signage for the pedestrian and car traffic in the neighborhood; Code Enforcement of the area needs to continue as it is an older neighborhood; there were no obvious flood issues noted in the review of this neighborhood; Economic Development could benefit this area by developing empty B-2 plots of land along Huebner Road and encouraging businesses to inhabit empty buildings that are in B-2; the residential part of the Strategic plan is developed and is adequate; and there were no Capital Improvements noted for Old Mill.

Concluding the review of Old Mill, Commissioner Hal Burnside began the discussion of the Grass Valley Area. He noted the following in his presentation: Considering the age of this area, it is in good condition; the Neighborhood Matrix clearly defines this area as R-1 and R-2 with the pool area at Poss Road and Peach Tree being zoned as B-1; the zoning in this area is consistent and compatible with the developed community; no other zoning districts need to be considered for this area and the existing development regulations implement the plan for this community; there appear to be

sidewalks throughout the area. However as a Community Service to the area, pedestrian crossing signs should be installed at the existing crosswalk at Peach Tree and Poss, this crosswalk needs better definition (marks in the street) and improvement to make it safe and more obvious to drivers on Poss; the area generally looks good however, some existing fences viewed from along the streets need improved maintenance, overgrowth was found along the easement behind 6823 Grass Valley, and the alley behind the Grass Valley Shopping Center has become a dumping place for large discarded items and has large potholes; there are no obvious flooding areas here with the possible exception of the plots of residential property along Larksong that back up to Poss Road, at times park flooding might affect this area and other areas further down Poss; Economic Development would not benefit this area as it is primarily residential; the Strategic Plan, as written, is adequate for this area, and no Capital Improvements are suggested.

2nd Vice-Chair Yarnell noted that when attending a City Council meeting he heard the concern of a neighbor to Council noting that there were flooding problems in the area. He further explained that the concerned resident noted that water went all the way up the driveway and Public Works often had to assist by placing bags of sand along the property to keep it from flooding.

Commissioner Hal Burnside noted that he went out to Grass Valley on a Sunday after a Saturday night rain and there was no flooding at that time but water was definitely rushing down the street heavily.

Staff noted that Carol Smith of 7230 Grass Valley had called earlier in the day and was not able to attend the meeting but wanted the Commission to know that there is flooding at her home on Grass Valley as a result of the deterioration of curbs along Evers Road.

Chairman Guerra III opened the public discussion portion of the public meeting. He noted that there were no members of the audience to speak regarding Old Mill and the public discussion of Grass Valley began.

Staff noted that approximately 500 mail outs were sent between Old Mill and Grass Valley. Only three (3) residents were in the audience.

Carolyn Gabriel, 6814 Forest Bend, addressed the Commission and noted that she does not live in Grass Valley, but she was in attendance to speak for the pool. She noted that the notice sent out and the way it was worded gave the appearance that the pool was being sold and encouraged rezoning to residential. She explained that this made it difficult to promote and market the pool when they struggled this past year to keep it open and operating. She further explained that it was a nice pool with great shade trees and fresh, clear water.

Staff noted that the pool was not being sold and that there was no rezoning of the area occurring. Staff noted that the Master Plan was a policy guide to assist in future development of the property in the event it is ever sold, changes ownership or a developer attempts to rezone it if it ceases to be a pool. Staff further explained that a B-2 (Retail) use or even a more intense zoning classification such as B-3 (Commercial) could be considered unless otherwise specified in the Master Plan. Staff noted to Ms. Gabriel and the Commission that the sentence pertaining to the zoning considerations and potential selling of the pool could be rephrased to eliminate misconceptions. Ms. Gabriel noted that she appreciated the revision of the sentence and that it was clear to hear as part of the clarifying discussion that the meeting was simply a routine update.

Alejandro Vega, 6730 Cherryleaf, addressed the Commission and asked where the existing R-2 was located and whether there would be more R-2 developed. Staff indicated the location of the R-2 on

the zoning map and indicated that there was no more R-2 planned for the area, especially since the area was built out.

Mr. Vega also recommended consideration of a street light at Cherryleaf and Huebner noting that it would help traffic as well as assist the crossing guards by allowing them to utilize the light to safely get children across the street.

Being no further discussion Chairman Claude Guerra III thanked those in attendance for their participation and ended the public meeting discussion.

IV. Public Hearing to Consider an Amendment to Chapter 14, "Zoning," Appendix 2, "Overlay Boundaries," Map and Appendix 2A, "Sustainability Overlay" Map and 2C "Commercial/Industrial Overlay," Map to Move 6300 & 6320 Bandera Road, Being Lot 5 and NW IRR 285 feet of Lot 6, Block 1, Lincoln Mercury Subdivision, CB 4429H and Lot 2 and NE 25.10 feet of SE 387.74 feet of Lot 6, Block 1, CB 4429H, B-3 (Commercial) zoned properties from the Sustainability Overlay to the Commercial/Industrial Overlay

Staff noted that under the direction of City Manager Manuel Longoria, Jr., this request was being forwarded to the Zoning Commission for consideration. Staff explained that the request was simply to move 6300 and 6320 Bandera Road out of the Sustainability Overlay and into the Commercial/Industrial (CI) Overlay. It was noted that this was a staff-initiated request as the result of inquiries with a developer that would like to invest approximately \$7 million dollars in the development of this area. Staff noted that the property was zoned for commercial use and moving it into the Commercial/Industrial Overlay was consistent with properties already in the CI Overlay. It was explained that within the CI the property would allow for more commercial uses such as automotive headquarters for Enterprise, an auto dealership, and a destination family-oriented restaurant. Additional considerations for the overlay change were: the property's commercial feasibility, its accessibility and proximity to the flyover, the fact that an overlay would still guide development of the property, a memo from Jim Carrillo of Halff Associates noting that the change was an alternative for the property with the notation that a development agreement could be created to further protect the property.

The City Manager's memorandum also noted that the property value could be maintained if the property was occupied and ad valorem taxes continued to be collected, the developer was interested in assisting with the park system connection and drainage improvements on the property, and some of the activities proposed onsite would generate sales tax. The memo noted that the existing property could go from an eyesore that is often trespassed on and vandalized with graffiti to a revitalization project for the City that would attract similar investors that look for positive activities on vacant properties such as this.

Staff addressed questions that resulted in an email from 2nd Vice-Chair Yarnell noting that: the overlay change request is within the authority of the City to initiate and for the Zoning Commission and City Council to consider, staff noted that the process that was occurring was the appropriate procedure (staff noted this was similar to the request to remove Reindeer Trail from the Sustainability Overlay).

Another question noted that the Fiesta Dodge property had been in an executive session of Council and how the request had proceeded when no action resulted from executive session. Staff noted that the statement was correct and no action resulted from executive session.

There was also question as to whether the donation proposed for the trail system was similar to park land dedication or fees collected in lieu thereof as part of a development. Staff noted that this was not

park land dedication since the property was already developed. Staff further explained that in conversation regarding activities throughout the City with the developer such as the grant received to connect El Verde to the natural area and Raymond Rimkus it was noted that there were also phases of the project proposed from the Fiesta Dodge property through the Ridge and Seneca West to the creek at El Verde and Enterprise being a large proponent of parks and trees noted the contribution they could make as a good faith gesture and community partner to demonstrate their interest in the City and the property development.

2nd Vice-Chair Olen Yarnell noted that his questions were sufficiently answered via the presentation and responses.

Economic Development Director Claudia Mora was asked if she had located the potential developer. She explained that the developer came to the City. She stated that the developer was SRS, a company originally owned by Roger Staubach. She expounded noting that Mr. Staubach was no longer primary owner of the company, but part owner along with some other partners. She expressed confidence in the investors because they had a personal stake in the company success. She elaborated on the destination restaurant possibilities noting that at least eleven (11) different franchises were being contacted about development on-site such as: Chilis, Cheddars, Olive Garden, Mama Margie's, and Phil's Ice House (Amy's Ice Cream potentially as part of Phil's).

Being no additional discussion, Chairman Guerra III opened the public hearing at 7:38 p.m.

Alejandro Vega, 6730 Cherryleaf, addressed the Commission and asked if the developer had asked for tax abatements. Ms. Mora responded that they did not ask for Economic Development assistance or tax abatements.

Being no additional discussion, Chairman Guerra III closed the public hearing at 7:38 p.m.

Chairman Claude Guerra III noted that initially he had reservations about the requested change but in retrospect and with the information prepared and presented he saw that this proposal could result in a much needed project for the City in this location, especially with the challenges surrounding the property such as drainage, accessibility and proximity to the flyover. He further expressed that a vacant property is never a good property and it does not give a positive view of the City for those looking to develop here. He also pointed out that a \$7 million investment in the City could not be ignored. In closing he noted that the memorandum from Jim Carrillo of Half Associates regarding the alternatives for the property was also very insightful and had important information to impart.

Commissioner Pedro Esquivel agreed with Chairman Claude Guerra III's remarks and made a motion to recommend approval of moving 6300 and 6320 Bandera Road from the Sustainability Overlay to the Commercial/Industrial Overlay with an addendum including Jim Carrillo's memo in the motion stating that the proposed change was consistent with zoning of the area and compatible with businesses. 2nd Vice-Chair Olen Yarnell seconded the motion.

Commissioner Mike Davis Jr. noted that he was going to remain consistent with his comments regarding the overlays all along and vote "no" to any changes in that regard. He noted that the Sustainability Overlay has a purpose for this property and he would like to see the Plan remain the same until it has had an opportunity to show progress for the City. He explained that he has concerns that the Enterprise business will move out and with the change another automobile dealership will move in, thus there will never be anything different at that location.

Staff took a roll call vote and the motion passed by a vote of 6-1.

In Favor of the Motion
Commissioner Carmen Sanchez
Commissioner Pedro Esquivel
Commissioner Hal Burnside
2nd Vice-Chair Olen Yarnell
1st Vice-Chair Wendy Phelps
Chairman Claude Guerra III

Opposed to the Motion
Commissioner Mike Davis

V. Nominations & Election of Zoning Commission Officers

Chairman Claude Guerra III noted that the election of officers on the Zoning Commission occurs concurrently with the Mayor's Re-Election which transpired in May 2012. He noted that the positions for consideration were: Chair, Vice-Chair and 2nd Vice-Chair.

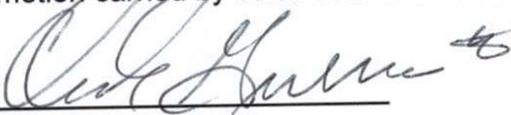
Being no new nominations, Commission Pedro Esquivel made a motion by acclamation to reappoint the presiding officers Claude Guerra III, as Chair, Wendy Phelps, Vice-Chair and Olen Yarnell, 2nd Vice-Chair Wendy Phelps by acclamation. The motion was seconded by Mike Davis Jr., and the motion passed unanimously by voice vote, 7-0.

VI. Executive Session in Accordance with the Texas Local Government Codes

There was neither item, nor action necessary for this session.

VII. Adjourn

Commissioner Pedro Esquivel made a motion to adjourn, seconded by Commissioner Hal Burnside. The motion carried by voice vote and the meeting was adjourned at 7:58 p.m.



CHAIR



STAFF



**MINUTES OF THE MEETING OF THE
LEON VALLEY ZONING COMMISSION**

October 23, 2012

The meeting of the Leon Valley Zoning Commission convened at 6:30 p.m. on Tuesday, October 23, 2012, in City Council Chambers at 6400 El Verde Road, Leon Valley, Texas.

I. Roll Call

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

II. Approval of Minutes – August 28, 2012

Commissioner Pedro Esquivel made a motion to approve the minutes as written. 1st Vice-Chair Wendy Phelps seconded the motion, and the motion passed unanimously by voice vote.

**III. Discussion of the Master Plan Revisions for the following Neighborhood Area –
8N Forest Oaks Area**

Chairman Claude Guerra III opened the discussion of the Master Plan Revisions for 8N Forest Oaks Area. Staff addressed the audience and noted that the Zoning Commission reviews the Master Plan every 4 years to update it with current information and trends. Staff further noted that the Master Plan was a policy guide and was to be considered in broad terms and not as law. Staff turned the discussion of the Forest Oaks Area to Chairman Guerra III and Commissioner Hal Burnside. In their presentation they noted the following regarding Forest Oaks:

- 1. Forest Oaks is a residential area, well established for over 40 years. It is generally in good condition, but there has been some decline in the maintenance of some residential properties over the years. There is very little undeveloped property, and the Master Plan clearly states that such properties should be developed as R-1.*
- 2. The existing zoning is consistent and compatible for the area.*
- 3. No additional zoning or re-zoning should be considered. The existing zoning supports the Master Plan.*
- 4. The City should consider if the pedestrian cross walk on Evers Road at the Library to the Park could be made more visible to passing traffic. There are signs that say "Yield for Pedestrians in Cross Walk," but often traffic does not yield for someone waiting to cross. The 2009 Master Plan recommended that stop signs be considered at the corner of Forest Meadow and Forest Ridge and that traffic calming measures should be considered on Forest Meadow to slow traffic. The City should review if such measures are needed.*
- 5. The area generally looks good and the residential properties for the most part are well maintained. Some code enforcement is needed on individual properties regarding landscaping, vehicles, boats, and maintenance of fences. The residential property at 6003 Forest Shadow is unoccupied and the house is structurally deteriorating.*
- 6. There are no obvious flood issues in the area.*
- 7. There is very little B-2 Retail Zoning in Forest Oaks and no other 'business' type zoning. The retail space at 6233 Evers Road is currently vacant.*

8. *The Strategic Plan for Forest Oaks should identify what measures are needed to 'revitalize' the residential properties and to make them attractive to the next generation of homeowners for raising families and investment.*

9. *The 'drainage improvement' in the area near Forest Brook and Forest Ledge noted in the 2009 Master Plan should be reviewed again. There were no obvious drainage issues observed during the tour of this area.*

10. *The Plan appears to meet the needs of the area.*

Commissioner Pedro Esquivel who also lives in Forest Oaks also noted that there were areas within the subdivision that did not have sidewalks and sidewalk consistency was needed, he also noted that some trees and bushes in the area needed to be trimmed and others that had been trimmed had been left on lots well after the brush pick-up took place. Commissioner Phyllis McMillian who also lives in the area noted that there was a drainage concern at Forest Brook that should be further explored.

Sandra Roegelein, 6010 Forest Shadow, addressed the Commission and noted that the house at 6003 Forest Shadow was deteriorating badly and she noted a concern with dogs in the area that were escaping back yards and running loose.

Robert Rodriguez, 5935 Forest Ridge, addressed the Commission and noted that there was a home which drained pool water into the alley. He also wanted to know if trees could be planted and removed in the area because when his property was first purchased there were pine trees that dried out and died and he wanted to replace them.

Diamantia Guajardo – 7111 Forest Brook, addressed the Commission and noted that when it rains water gathers in front of her house and she has even had water in her garage before. She further explained that her neighbor has the same problem; water puddles and runoff creates mud.

Sue Sauer, 7115 Forest Brook, addressed the Commission and noted that when there is heavy rain water comes over the curb at Forest Knoll, Forest Mill and Forest Ridge and the water floods into the yard. She also explained that in 2009 water flooded her front bedroom. She noted that she spoke to Fred Stolz and the engineer looked into the area. She also noted that she believed that when the road in the area was resurfaced it was raised above the level of the road and that is why the flooding occurs.

Ms. Guajardo, 7111 Forest Brook addressed the Commission a second time to note that she enjoyed walking in Raymond Rimkus Park in the evening but it is too dark and asked if lights could be considered in the Park.

Chairman Guerra III, addressed Ms. Guajardo noting that he was in discussions when lighting in the park was being considered and neighbors (especially those nearest the park) did not want the light intrusion. Staff also noted that the Park closes at sundown.

Jeremy Kreusel, addressed the Commission and noted that he was a new resident in Leon Valley and he appreciated the Master Plan discussion and that his area appeared good.

Gail Tribble, business office on Evers Road, addressed the Commission and noted that the business office at the pool, daycare and parking lots had been flooded before. She also noted concerns with traffic at the 4-way stop and also noted that traffic could use slowing at Evers Road and Forest Bend North.

Commissioner Hal Burnside noted that the Mayor had received phone calls from residents that could not attend the meeting regarding concerns with a stop light at Evers Road at Seneca Drive.

Chairman Guerra III noted that he was not sure what the solution to the traffic might be but regardless of whether it was stop signs or stop lights people run them.

Commissioner Pedro Esquivel noted that speed bumps had been discussed at a City Council meeting and he was adamantly opposed to speed bumps.

Chairman Guerra III noted that the Fire Department did not support speed bumps either because of the damage that can be caused to Fire Department equipment.

1st Vice-Chair Wendy Phelps noted that her father lives on Forest Court and also encounters problems with traffic in the area.

Robert Rodriguez, 5935 Forest Ridge, addressed the Commission again noting that he preferred pavement in the park rather than gravel which was more dangerous for slipping.

Gail Tribble, addressed the Commission and noted that Evers Road at Poss Road was very dark and could use lighting attention.

Commissioner Pedro Esquivel noted that with more traffic generated on Evers Road due to the DPS Center, perhaps they could assist in the cost of resolving traffic concerns on Evers Road.

2nd Vice-Chair Olen Yarnell noted that there is no space on Evers Road for an additional lane, and all drivers in the area need to take turns at the stop, rather than expending more funds for a traffic light.

Commissioner Nicole Monsibais asked if there was a study regarding crime issues in the park in respect to lack of lighting. Staff noted that there were no studies.

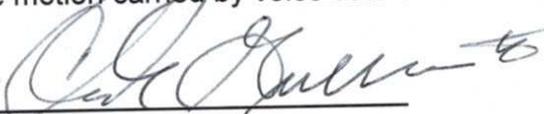
Being no further discussion Chairman Claude Guerra III thanked those in attendance for their participation and ended the public meeting discussion.

VI. Executive Session in Accordance with the Texas Local Government Codes

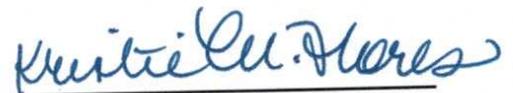
There was neither item, nor action necessary for this session.

VII. Adjourn

2nd Vice –Chair Olen Yarnell made a motion to adjourn, seconded by Commissioner Pedro Esquivel. The motion carried by voice vote and the meeting was adjourned at 7:35 p.m.



CHAIR



STAFF