

NOTICE OF PUBLIC MEETING

**LEON VALLEY CITY COUNCIL
REGULAR MEETING**

**TUESDAY, SEPTEMBER 17, 2013
7:00 P.M.**

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

AGENDA

1. **7:00 P.M.** Call to order, Determine a Quorum is Present, Pledge of Allegiance.
2. **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. Council 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]

3. **PRESENTATION:** MPO's Pedestrian Safety Action Plan Update by Allison Blazosky, Bicycle/Pedestrian Transportation Planner. **M&C 2013-09-17-3**

CONSENT AGENDA

4. Consideration of the following board appointments **M&C 2013-09-17-4** (Callanen):
 - a. The appointment of Mr. John Cervantes to serve on the Board of Adjustment and the 2012 Bond Oversight Committee
 - b. The appointment of Mrs. Irene Baldrige to the Tree Advisory Committee
5. Consider the approval of the September 3, 2013 Regular City Council Meeting Minutes. (Callanen)

6. Consider approval of a budget adjustment and related ordinance in the amount of \$15,000 from the Library Reserve Fund to the General Fund for the purpose of finalizing the Library Children's Wing Expansion Project. **M&C 2013-09-17-6**(Smith)
7. Consider a request by Los Leones Student Arts Festival Planning Team for a fee waiver to pay only half the amount required for Temporary Food Permits this year and every year thereafter that the event is held. **M&C 2013-09-17-7** (Flores)

REGULAR AGENDA

8. Consider the reappointments of Herman Segovia (Place 1), Claude Guerra (Place 3) Mike McCarley (Place 5), and Georgia Zannaras (Place 7) to the Leon Valley Economic Development Corporation Board, for a two-year term. **M&C 2013-09-17-8** (Mora)
9. Presentation of the City of Leon Valley Economic Development Corporation (LVEDC) proposed Fiscal Year 2014 Budget, and Consideration of a resolution of the City Council of the City of Leon Valley approving and adopting the budget for the City of Leon Valley Economic Development Budget Year 2014 to support the City Of Leon Valley Economic Development Corporation's operation, programs and projects. **M&C 2013-09-17-9** (Mora)
10. Public Hearing and Consideration of an action to amend the frequency of the City Council Regular Meetings. **M&C 2013-09-17-10** (Longoria)
 - a. Open Public Hearing for Comment
 - b. Close Public Hearing
 - c. Consider an ordinance amending Chapter 1, Section 1.04.001, entitled "Meetings" modifying the Regular City Council Meeting schedule by holding one meeting per month, on every second Monday.
11. Consider an ordinance authorizing the execution of a contract with the Bexar County Elections Administrator for election services for the November 5, 2013 special election, for an estimated amount of \$5,489.66. **M&C 2013-09-17-11** (Callanen)
12. Public Hearing and Consideration of an ordinance adopting Fiscal Year 2013-2014 Budgets and associated Capital Acquisition Plans. **M&C 2013-09-17-12** (Longoria)
13. Vote to ratify the General Fund Fiscal Year 2014 Budget that will raise more total property taxes than last year's Budget by \$150,812 Or 4.9639% and of that amount \$31,021 is tax revenue to be raised from new property added to the roll this year. **M&C 2013-09-17-13** (V. Wallace)

14. Consider an ordinance setting The 2013 Tax Rate for the Maintenance and Operation Fund at \$0.476752 and Interest and Sinking Fund at \$0.106163 for a total Tax Rate of \$0.582915 which is 4.567560 percent higher than the Effective Tax Rate Of \$0.557453. This Tax Rate will support the FY 2014 Budget. **M&C 2013-09-17-14** (V. Wallace)

DISCUSSION AGENDA

15. City Manager's Report

- a. Update on the Library Expansion Project
- b. Report on the 911 Memorial Tower Climb
- c. National Night Out, October 1, 2013
- d. First Coffee with the Mayor and City Council to be held September 21, 2013
- e. Monthly Departmental Reports
- f. Future City Council Agenda Items:
 - October—Panhandling Ordinance
 - October—Consider the adoption of Street and Facility Naming Policy for the City of Leon Valley
 - November—Payday Loan Regulations
- g. Other announcements related to community events

16. Citizens to be Heard.

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

18. Executive Session. The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

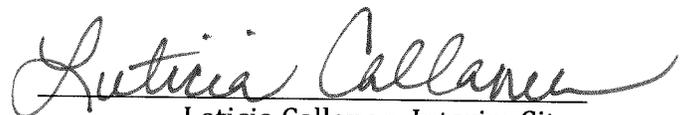
19. Adjourn.

Attendance by Other Elected or Appointed Officials:

It is anticipated that members of other City boards, 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 MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on Friday, August 30, 2013, by 5:30 p.m., and remained posted until after the meeting(s) 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 in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.




Leticia Callanen, Interim City
Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-3

DATE: SEPTEMBER 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: PRESENTATION ON THE PEDESTRIAN SAFETY ACTION PLAN

PURPOSE

Ms. Allison "Allie" Blazosky, Pedestrian and Bicycle Transportation Planner with San Antonio's Metropolitan Planning Organization (MPO) will be presenting a report to bring awareness to the Pedestrian Safety Action Plan (PSAP) existence and its relevance to the City of Leon Valley.

This item is for educational purposes only and does not require any action by City Council.



The Pedestrian Safety Action Plan

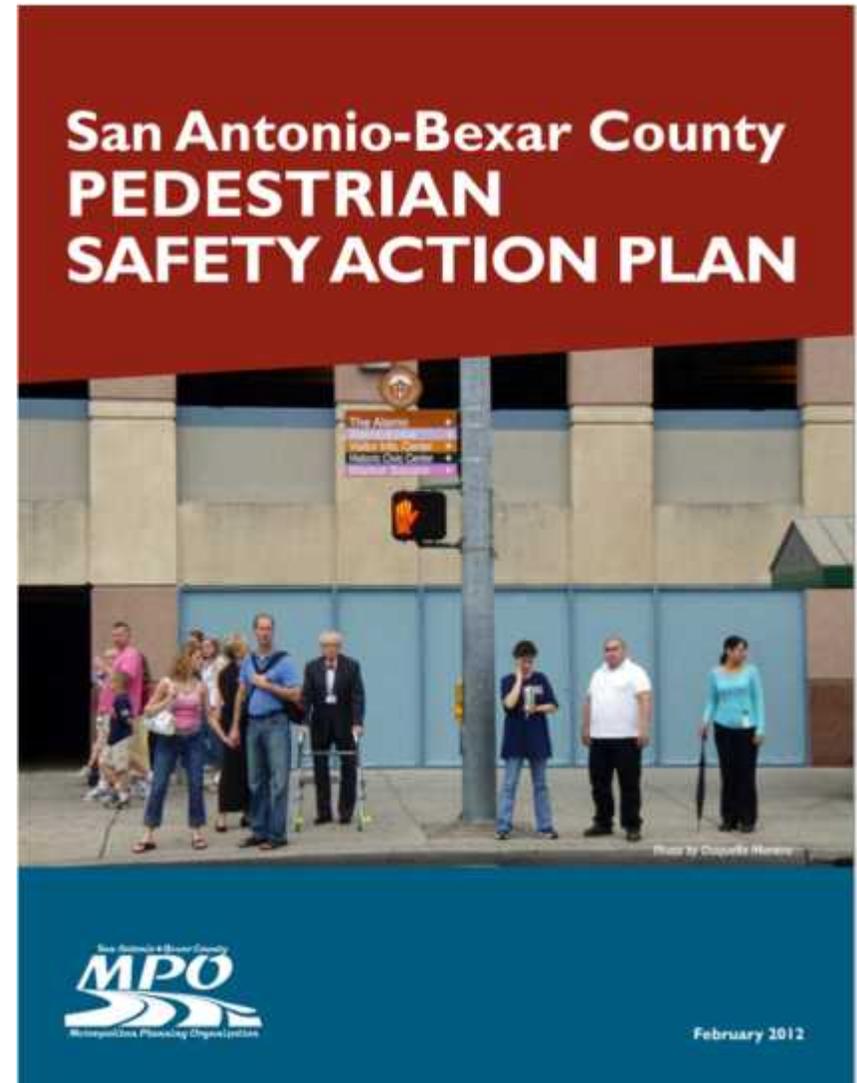
Leon Valley City Council

September 17, 2013

www.sanmunicipal.org

Pedestrian Safety Action Plan

- Background of the MPO's active transportation planning
- Development of the Pedestrian Safety Action Plan (PSAP)
- Countermeasures
- Next steps



Active Transportation at the MPO

- Bicycle and Pedestrian Mobility Advisory Committees
 - BMAC formed in 1995 and PMAC in 1997
 - Agency and citizen representation at monthly meetings
- Walk & Roll Program
 - Supports National Bike Month
 - Encourages businesses to support active transportation
 - Encourages residents to try it
 - May 2013 was the MPO's 17th year of activities
- Walkable Community Program
 - Walkable Community Workshops
 - Pedestrian and bicycle safety classes, bike rodeos, helmet distribution
 - Defensive Driving class support



Active Transportation in Leon Valley

- July 2008: Walkable Community Workshop
- October 2008: Sustainable Design Assessment Team public workshop and successive report
- 2012: Leon Valley applied for and was approved STP-MM funding for a 1.6 mi hike/bike trail along Huebner Creek
- Ongoing: Low Impact Design (LID) Roadway Design Competition Winner Evers Road



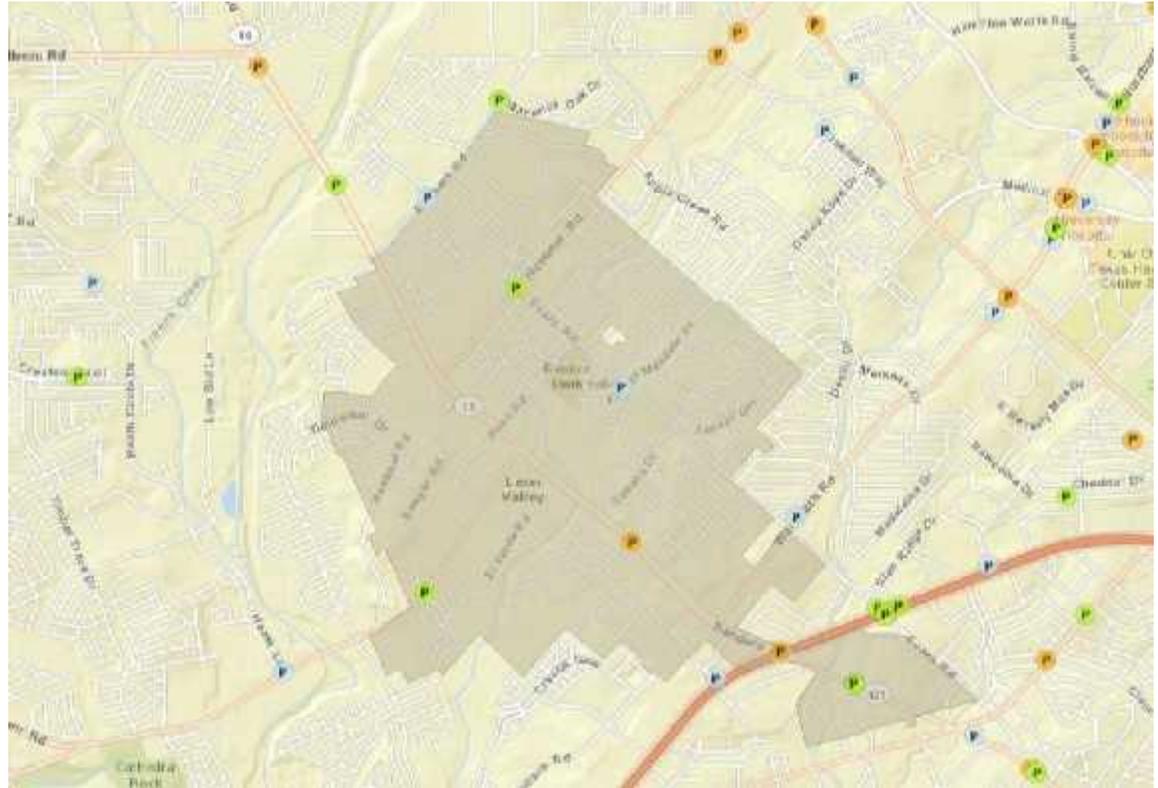
Pedestrian Safety Focus City

- Texas and San Antonio are designated a Pedestrian Safety Focus State and City
- Focus Cities exceed the national average of 20 annual pedestrian fatalities or a pedestrian fatality rate of >2.33 per 100,000 population



What is a Pedestrian Safety Action Plan?

- The Pedestrian Safety Action Plan provides a roadmap for:
 1. Reducing pedestrian crashes
 2. Increasing walking trips



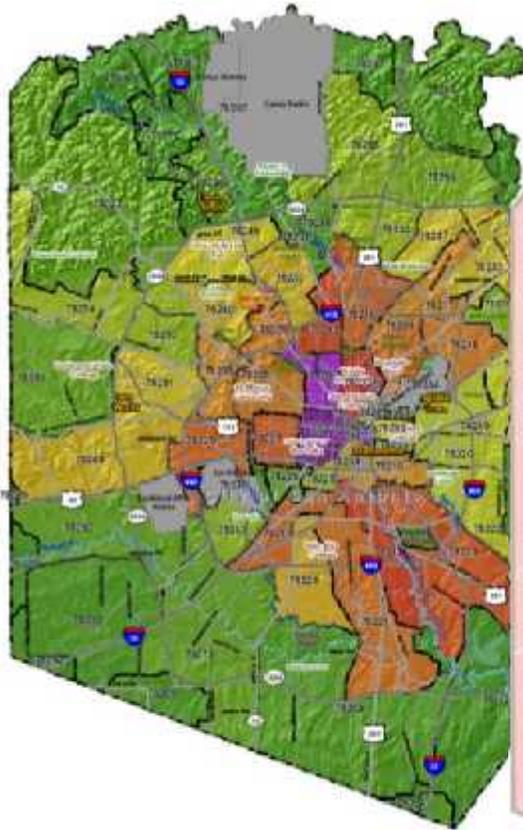
	Bexar County		Leon Valley
Year	Fatalities	Crashes	Crashes
2010	33	675	3
2011	33	474	2
2012	42	584	2

Development of the PSAP

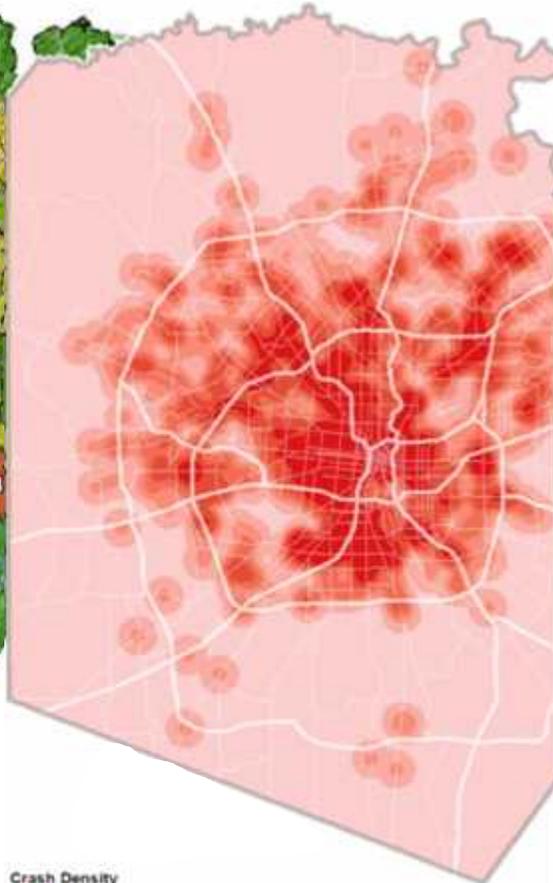
- 2009
 - FHWA hosted a two-day workshop on “Developing a Pedestrian Safety Action Plan”
- 2010
 - Communities Putting Prevention to Work grant funded the Pedestrian Safety Action Plan (PSAP)
 - The MPO’s Pedestrian Mobility Advisory Committee (PMAC) served as the study oversight committee
 - Development of the PSAP kicked off in December
- 2011
 - Held stakeholder roundtable meetings
 - Community Outreach:
 - Online interactive map and survey
 - Six focus groups
 - Analyzed crash data

Crash Data Analysis

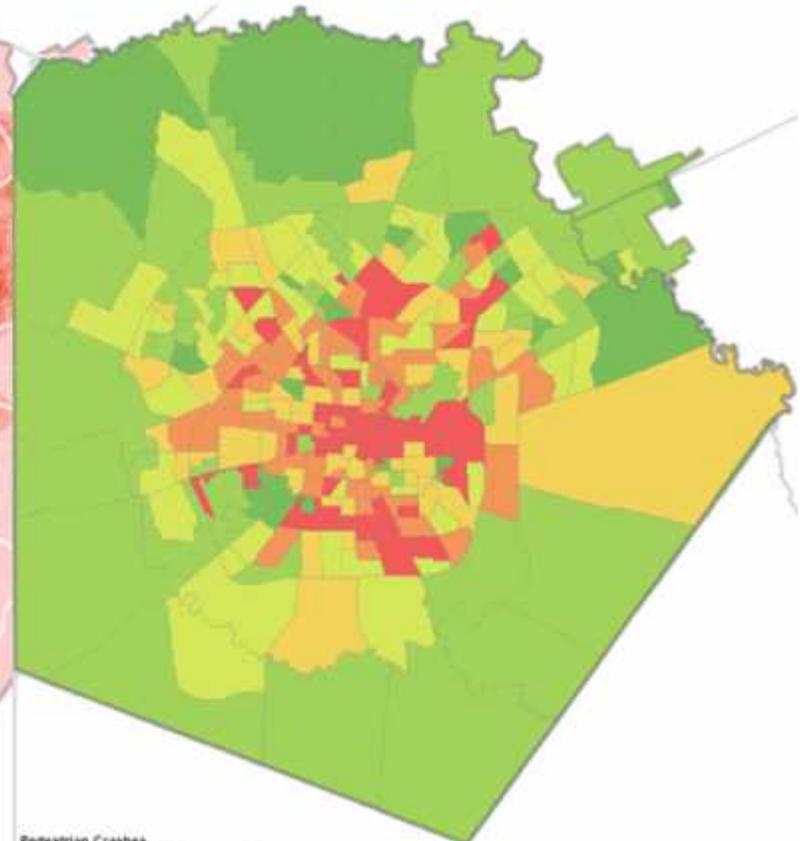
Pedestrian Crash Counts by Zip Codes



Pedestrian Crash Density Map



Pedestrian Crash Counts by Census Tracts



Development of the PSAP

- 2011, continued
 - Held monthly Oversight Committee meetings
 - Identified locations to assess countermeasures
 - Conducted field work
 - Best Practices analysis
 - Toolkit developed with 43 recommended countermeasures
 - Draft plan developed
- 2012
 - PSAP was presented to the MPO's Transportation Policy Board (TPB) for its two-step approval process
 - The TPB adopted a resolution supporting implementation of the plan in March
 - Pedestrian Mobility Advisory Committee continues to monitor progress
 - CD copies of the PSAP were sent to 57 municipalities and department directors in the MPO's study region

Examples of Countermeasures

- Leon Valley was recognized as a Best Practice for off-street parking and building entrance orientation guidance
 - Through-block connections, i.e. walkways: “Crosswalk ways six (6) to ten (10) feet in width, as determined by the city, shall be dedicated where deemed necessary by the city to provide circulation or access to schools, playgrounds, shopping centers, transportation and other community facilities, or to provide pedestrian circulation.” From Article 10.02 Subdivision Ordinance, 10.02.251(11)
 - A sidewalk, with a minimum width of six (6) feet excluding vehicular overhang, shall be provided adjacent to the parking spaces between the building and parking spaces. From Zoning Ordinance, Sec 14.02.441(c)(8)(E)(iv)

Examples of Countermeasures

MINI-TRAFFIC CIRCLES

Mini-traffic circles are circular islands that are installed in the center of appropriate residential street intersections to reduce traffic speeds and collisions. Traffic circles require vehicles to reduce speed while allowing continuous traffic flow. They can be installed in lieu of signals or stop signs. Mini-traffic circles can be landscaped or paved. Vegetation should be planted/maintained so that it does not block visibility. Mini-traffic circles should be accompanied by tight curb radii on the adjacent corners to reduce right turning vehicle speeds. Larger vehicles such as school buses that make wider turns can be accommodated by building traffic circles with mountable curbs. Traffic circles may be designed to accommodate transit vehicles using a mountable curb for truck approval. However, in general, streets with transit routes should not be considered for traffic circles.

Current Use in the City of San Antonio/Bexar County Region: Mini-traffic circles have not been used in the San Antonio/Bexar County Region.

Recommendations for the City of San Antonio/Bexar County Region: All traffic calming features should be installed only after completing a thorough analysis of potential impacts on the surrounding street network. Consider installing mini-traffic circles on:

- Intersections of residential streets with high design speeds where there is a history of crashes
- Bicycle routes (residential streets that are signed or otherwise designated as bicycle routes)

Crash Reduction Factors	Reference/Guidance	Examples
Traffic circles CTR = 90% (City of Seattle)	<ul style="list-style-type: none"> • PedSafe – Traffic Circles • City of Seattle Traffic Circle Program 	<ul style="list-style-type: none"> • Seattle, WA • Portland, OR



Mini-traffic circle combined with signage at a T-intersection.



Traffic circle with a mountable curb - Seattle, WA.

Location	Photo of Location	Issue/Condition Addressed by Countermeasure
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Location # 1

Stony Meadow and Storry Hill (See also "Chicanes" countermeasure profile).



A traffic circle at this location would provide:

- A reduction in vehicle speeds on roads that otherwise provide little in the way of traffic calming
- Improved safety along routes travelled by children walking to/from school

Location # 2

Every other, or every third, intersection along Spring Valley Rd and Spring Mist Rd (Spring Creek Neighborhood)



Traffic circles at these locations would provide:

- A reduction in vehicle speeds on roads that otherwise provide little in the way of traffic calming
- Improved safety along routes travelled by children walking to/from school
- For the elimination of stop control at the intersection

Notes: This information is provided for illustrative purposes only and is not intended to require any agency to implement these improvements.

Examples of Countermeasures

MID-BLOCK STAGGERED SIGNAL

A mid-block, staggered, two-stage traffic signal at a crossing island (also known as a Z-crossing) can reduce impacts on motor vehicle flow while helping pedestrians cross multi-lane roadways. The two crossings are separated by a forward median that provides a walk/wait area and a pedestrian stops one direction of traffic at a time. An issue with staggered crosswalks is that they may present a challenge for visually impaired pedestrians who can be disoriented by changes in the direction of the walkway leading to the road. A solution is to provide detectable warnings and/or railings to help realign the pedestrian route similarly to the roadway just before the second crossing. A two-stage traffic signal should not be installed without the staggered (Z) crossing since a pedestrian may "hitch" on the wrong pedestrian indicator causing them to "WALK" when they should be stopped for traffic.

Current Use in the City of San Antonio/Bexar County Region: Mid-block staggered signals have not been implemented.

Recommendations for the City of San Antonio/Bexar County Region: Use this treatment sparingly. When used, focus on the following types of locations:

- Locations with high pedestrian volumes
- High crash locations
- Locations with high use by populations most represented in the crash data such as children, seniors and persons with disabilities
- Locations that provide a better alternative to nearby intersections that are complex, relatively high speed, and/or have a history of pedestrian crashes

Crash Reduction Factors	Reference/Guidance	Examples
CRF _{m-4} 2f	<ul style="list-style-type: none"> • Safe Routes to School Guide – Tools to Reduce Crossing Distances for Pedestrians • PedSafe – Case Study No. 34 	<ul style="list-style-type: none"> • PedSafe – Staggered Median • Bellevue, WA



Location	Photo of Location	Issue/Condition Addressed by Countermeasure
<p>Location # 1</p> <p>Frederickburg Rd. 8900 block, near Las Alamos Apartments and transit stops</p>		<p>Apartments and mid-block transit stops are generators of pedestrian traffic. A mid-block staggered signal would provide:</p> <ul style="list-style-type: none"> • A safe crossing opportunity • A reduction in the number of pedestrians crossing the street at unmarked mid-block locations
<p>Location # 2</p> <p>S.W.W. White Rd at Lead Rd</p> <p>Also see "median" countermeasure profile</p>		<p>This location is a long block (approximately a quarter mile between crossings) with retail and transit stops along its length. A staggered mid-block crossing would:</p> <ul style="list-style-type: none"> • Reduce potential for mid-block crashes associated with pedestrians crossing the roadway at unmarked locations • Allow pedestrians to cross a 4-lane roadway in two stages

Note: This information is provided for illustrative purposes only and is not intended to require any agency to implement these improvements.

Next Steps

- Continue to educate the public that the PSAP exists
- PMAC continues to remain active in the implementation process
- Goal that all municipalities will adopt resolutions supporting implementation of the in the MPO study region

Contact Information



Allison "Allie" Blazosky

Pedestrian and Bicycle Transportation Planner

blazosky@sametroplan.org

210-230-6911

www.sametroplan.org

www.Mobility2040.org

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-4

DATE: SEPTEMBER 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDERATION OF BOARD APPOINTMENTS (A) AND (B)

PURPOSE

The City of Leon Valley currently has openings on the Board of Adjustment, 2012 Bond Oversight Committee, and the Tree Advisory Board.

Applications have been received in the City Secretary’s Office for the following individuals with their stated interest. This action will approve the appointments of:

- A. Mr. John Cervantes to serve on the Board of Adjustment and the 2012 Bond Oversight Committee
- B. Mrs. Irene Baldrige to serve on the Tree Advisory Board

Upon approval, their terms will be effective immediately.

S.E.E IMPACT STATEMENT

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

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

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

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

John "Richard" Cervantes

6007 Cammie Way
San Antonio, Texas 78238
(210) 522-1600

HIGHLIGHTS OF EXPERIENCE

2001 to Present

Sales Representative

Sweet Paper, San Antonio, Texas.

Direct and introduce all new brands and product lines. Provide MSD sheets. Territory encompasses: San Antonio, Austin, Waco, Victoria, Corpus Chrisiti, Eagle Pass, Laredo, McAllen, and Harlingen.

1996 to 2001

General Manager

Cervantes Enterprise/Porter Poultry, San Antonio, Texas.

Developed new and existing accounts in a high competitive market. Oversaw the day-to-day management, sales, and administration operations for a food service distributor generating \$10M in annual revenues. Facilitated customer awareness through individual sales presentations. Recruited, interviewed, hired, trained, supervised, and motivated a staff of 35. Implemented cost analysis. Acted as a liaison with brokers and manufacturers representatives.

1993 to 1996

Captive Agent

New York Life Insurance, San Antonio, Texas.

Sold life insurance, 401K, 403B, retirement plans, mutual fund, disability, health, and hospitalization to customers.

★ Achieved Council Member.

★ Top Agent.

- Details of previous food service management will be furnished upon request.

EDUCATION

- Bachelor of Science (B.S.) Degree in Hotel Management, University of Houston, Houston, Texas.
- Associates Degree in Food Service Management, El Centro College, Dallas, Texas.

REFERENCES

Excellent references are available upon request.

PROFESSIONAL OBJECTIVE

Actively seeking a challenging position which will fully utilize my acquired skills, abilities, knowledge, and education with an organization offering advancement opportunities.

SUMMARY OF QUALIFICATIONS

Offering years of management, sales, customer service, and public relation experience, coupled with the initiative, drive, and the desire to excel.

- Established track record of exceeding quotas and achieving sales increases throughout career.
- Business management experience includes purchasing, inventory, loss prevention, financial control and accounting activities.
- Proficient knowledge and expertise with OSHA guidelines, policies, and procedures.
- Proven customer service and public relation skills.
- Bilingual fluent in English and Spanish.
- Computer literate.
- Excellent oral and written communicative skills. Clear, articulate speaker. At ease in both one-on-one and group settings.

Poised, polished individual. Quick learner. Dedicated and hard working. Motivated achiever. A professional who continually strives to excel.



City of Leon Valley - VOLUNTEERS WANTED!

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

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

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

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

Zoning Commission: The Zoning Commission (ZC) acts as an advisory board to the City Council on land use and zoning matters. The Commission holds public meetings on all matters relating to:

- creation of zoning districts
- enforcement of zoning regulations
- amendments to all zoning ordinances
- any other matter within the scope of the zoning power

Meetings are held on the fourth Tuesday of each month at 6:30 p.m. at City Hall. There are seven (7) members and three (3) alternates.

2012 Bond Oversight Committee: The 2012 Bond Oversight Committee is a special committee established by the City Council in 2012 seated for the express work related to the \$7 Million Bond authorized by the Leon Valley voters for the construction of municipal facilities related to Fire, Police, & City Administration support services. Applications are accepted upon vacancy and call by the Mayor & City Council for appointment consideration.

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City Council Sub-Committees Formed from January 2013 Town Hall Meeting

Please check the box to the left of the Committee to indicate your interest. Thank you.

	City Branding/Identity - To help determine the City's branding, logos, and identity for recommendation to the City Council
	City Communications - To help determine the best uses of the City's resources for enhanced communications for recommendation to the City Council
	City Festival(s) - To help determine and define options for future City Festivals for recommendation to the City Council

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I would like to serve on the Committee(s) I have checked above. Please contact me with further information regarding meetings and appointment.

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

Name John Cervantes	Address 6007 Cammie Way
Phone Number 210-522-1600	E-mail Address jcervantes7@satx.rr.com
Alternate Phone Number 210-383-2825	

I have felony convictions. I do not have felony convictions.

This information will not disqualify you from consideration.

.....

Return your application: Mail, email, or drop off your application in care of the Mayor's Office at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238-2399, fax your application to (210) 684-4476, or email to Mayorriley@leonvalleytexas.gov.

From time to time, the City of Leon Valley is contacted requesting information for other community groups or volunteer opportunities. The following information is provided to facilitate communication.

Other Leon Valley Community Volunteer Opportunities:

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

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

Return your application: Mail, email, or drop off your application in care of the Mayor's Office at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238-2399, fax your application to (210) 684-4476, or email to Mayorriley@leonvalleytexas.gov.



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- Bandera Road Site - Community Advisory Group:** This Group meets quarterly to listen to updates from the Environmental Protection Agency (EPA) about the contaminate water plume in the City and inform the Council and the community about the EPA's actions and findings, and make suggestions in the remediation and investigation process. The water plume is centered at approximately the intersection of Grissom and Bandera Roads. The quarterly meeting is held at 5:30 p.m. at the Leon Valley Conference Center.
- Board of Adjustment:** The Board of Adjustment (BOA) has the power to review and approve variances from zoning ordinance requirements and administrative decisions (Zoning Interpretations) that create unnecessary hardships in the development of property because of exceptional or extraordinary conditions. Unlike other boards or commissions, the BOA makes the final decision on items that come before it; variances are not passed on to City Council for final approval. Meetings are held on-call and are typically held on Monday evenings at 6:30 p.m. at City Hall. There are five (5) members and four (4) alternates.
- Business Managers' and Owners' Alliance Committee (BOMA):** This committee, formerly the Business Alliance Committee, has taken a new name and a new emphasis to act as a business advisory committee to City Council and local businesses on business-related topics. Additional goals are: to assist in providing business incentive ideas and programs to encourage a robust economy and to retain and attract businesses; to advise on specific efforts that will market the Leon Valley business community; to facilitate business vitality by new and existing business retention, expansion, and beautification projects; and to assist the City in creating a unified theme of development that will promote future business development and redevelopment of existing properties. Meetings are held the second Wednesday of each month, at 1:00 p.m. at City Hall.
- Community Events Committee:** The Community Events Committee (CEC) is committed to providing volunteer support and coordination for the various

City-sponsored civic events including the 4th of July Celebration, the Beautification Awards Program, the Grandparents' Day Concert, and the Holiday Lighting Program. Monthly meetings are held on the third Wednesday at 6:30 p.m. at the Conference Center.

- Earthwise Living Committee:** The Earthwise Living Committee (EWLC) is dedicated to providing community education to assist in learning to live a sustainable way of life in harmony with the natural surroundings. The EWLC sponsors and coordinates the annual Earthwise Living Day held on the last Saturday in February. Monthly meetings are held on the second Tuesday at 6:00 p.m. at the Public Works Service Center off Evers Road.
- Library Board of Trustees:** This Board of seven appointed members serve for terms of 2 years, and meets the second Monday of each month in the Library at 7:00 p.m. to discuss Library projects, plans, and to review Library policies.
- Park Commission:** The Park Commission (PC) is an advisory commission of Leon Valley citizens which makes recommendations to the City Council regarding park ordinances and policies, as well as serves as a liaison for the City with the public for park matters. Meetings are held on the second Monday of each month at 7:00 p.m. at City Hall. There are nine (9) members on this commission.
- Tree Advisory Board:** This seven member (7) Board with three (3) alternate members will meet to oversee the Leon Valley Tree Challenge and work toward the City's goal to plant 10,000 trees by the year 2020. Board members serve a term co-terminus with the Mayor. This Board began meeting in July 2009 and holds meetings monthly at 6:30 p.m. in Council Chambers on the 3rd Wednesday of the month.
- Zoning Commission:** The Zoning Commission (ZC) acts as an advisory board to the City Council on land use and zoning matters. The Commission holds public meetings on all matters relating to:
 - creation of zoning districts
 - enforcement of zoning regulations
 - amendments to all zoning ordinances
 - any other matter within the scope of the zoning powerMeetings are held on the fourth Tuesday of each month at 6:30 p.m. at City Hall. There are seven (7) members and three (3) alternates.

City Council Sub-Committees Formed from January 2013 Town Hall Meeting

Please check the box to the left of the Committee to indicate your interest.
Thank you.

	City Branding/Identity - To help determine the City's branding, logos, and identity recommendation to the City Council
	City Communications - To help determine the best uses of the City's resources for enhanced communications for recommendation to the City Council
	City Festival(s) - To help determine and define options for future City Festivals for recommendation to the City Council

I would like to serve on the Committee(s) I have checked above. Please contact me with further information regarding meetings and appointment.

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

Name Irene Baldridge	Address 6368 Parsley Hill Leon Valley, TX 78238
Phone Number 210-523-1206	E-mail Address 1sb28@sbc global.net
Alternate Phone Number 210-386-0569	

I have felony convictions.

I do not have felony convictions.

This information will not disqualify you from consideration.

Return your application: Mail, email, or drop off your application in care of the Mayor's Office at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238-2399, fax your application to (210) 684-4476, or email to Mayorriley@leonvalleytexas.gov.

From time to time, the City of Leon Valley is contacted requesting information for other community groups or volunteer opportunities. The following information is provided to facilitate communication.

Other Leon Valley Community Volunteer Opportunities:

Community Group	Contact Name/Phone	Website
American Legion	Walter Geraghty 210-684-4189	No website is currently available
Forest Oaks Garden Club	Jean Johnson 210-543-1005	Forest Oaks Garden Club http://www.leonvalleytexas.gov/el_verde_2020/f_o_garden.c

	Friends of the Leon Valley Public Library	Carol Poss 210-684-8586	www.FriendsofLvpl.org
	Leon Valley Chamber of Commerce	Tony Flores 210-681-8540	www.Leonvalleyareachamber.org
	Leon Valley Historical Society	Carol Poss 210-684-8586	http://www.e2sq.com/lvhs/home.htm
	Northwest Seniors	Clarence Swart 210-520-5572	No website is currently available. See their annual schedule on-line: www.leonvalleytexas.gov .

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

Return your application: Mail, email, or drop off your application in care of the Mayor's Office at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238-2399, fax your application to (210) 684-4476, or email to Mayorriley@leonvalleytexas.gov.

**LEON VALLEY CITY COUNCIL
SPECIAL JOINT MEETING WITH LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION
&
REGULAR MEETING**

**TUESDAY, SEPTEMBER 3, 2013
5:30 P.M.
LEON VALLEY CITY COUNCIL CHAMBERS
6400 EL VERDE ROAD, LEON VALLEY, TEXAS 78238**

MINUTES

**SPECIAL JOINT MEETING OF THE CITY OF LEON VALLEY CITY COUNCIL AND
THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)**

At 5:41 p.m. Mayor Riley convened the City of Leon Valley City Council Special Joint Meeting to Order, and Determined a Quorum of Council and Leon Valley Economic Development Board was present.

City Council Present: Ricardo Ruiz, Art Reyna, Abraham Diaz, Jack Dean, Paul Bieber

Mr. Herman Segovia, Chair of the LVEDC, convened the Joint Meeting, and confirmed a quorum of the Board was present.

LVEDC Board Members Present: Mike McCarley, Georgia Zannaras, Claude Guerra, Dave Gannon, Rudy Garcia; Absent: Stephen Ynostrosa.

Staff Present: Manuel Longoria, Jr., City Manager; Leticia Callanen, Interim City Secretary; Crystal Caldera Human Resources; Claudia Mora, Economic Development Director; Vickie Wallace, Finance Director

At this time, item number 4 was discussed among the members of the LVEDC and the City Council. Discussion took place regarding matters pertaining to pending projects, specifically related to El Sol Bakery, and existing mechanisms to manage grant and funding arrangements to qualified businesses. Concerns were raised about the need for provisions to recoup grant funds in the event a breach in any formal agreement is made with potential businesses.

Discussions ensued regarding members of Council and the LVEDC's concerns on the processes that are currently in place to negotiate with applicants and the possible impact of this current experience on future requests.

Item 5 Minutes

With the arrival of City Attorney Charles Zech at 6:27 p.m., the Leon Valley City Council and the City of Leon Valley Economic Development Corporation Board convened in Joint Executive Session, pursuant to Tex. Gov't Code Ann. Section 551.071 (1)(2), pending litigation consultation with attorney, regarding Larry Little v. LVEDC; Tex. Gov't Code Ann. Section 551.072 Deliberations Regarding Real Property.

At 6:58 the regular joint meeting reconvened with announcements made that no action was taken and no further action was required.

The Special Joint Meeting Adjourned at 7:13 p.m.

* * *

REGULAR CITY COUNCIL MEETING

At 7:14 P.M. Mayor Riley Called the Regular Meeting of City Council to order, determined a Quorum Present, and introduced Mr. Nathan Estrada, a student band member, and President of the John Marshal High School Band to lead the assembly in the Pledge of Allegiance.

Staff Present: Manuel Longoria, Jr., City Manager; Leticia Callanen, Interim City Secretary; Crystal Caldera Human Resources; Claudia Mora, Economic Development Director; Vickie Wallace, Finance Director; Randall Wallace, Police Chief; Melinda Smith, Interim Public Works Director; Fire Chief Luis Valdez, Assistant Fire Chief Bill Lawson

*Item 2. **Citizens to Be Heard and Time for Objections to the Consent Agenda.***

Carolina Macias, requested help with a situation on 6602 Huebner Road. Ms. Macias provided photos to the City Council that illustrated "flooding issue" that has been brought to the City attention.

Lois Murphey, 6333 Sun View, spoke her concerns over any potential plans for Evers Road to be reduced to two lanes.

*Item 3. **Proclamation in recognition of the John Marshall High School Band and Color Guard***

Mayor welcomed the members of the John Marshall Band and the administration represented at the meeting and read a proclamation honoring the Band's achievements and declared September 6, 2013 John Marshal Band and Color Guard Day.

Item 5 Minutes

School Administration and Members of the Band and Color Guard took the opportunity to thank the Mayor and Council for the recognition and further spoke to the importance of *leadership* and *responsibility* that is being instilled in the students by participating in the Band program.

Item 4. **7:30 TIME CERTAIN ITEM:** Public Hearing and Work Session regarding the architectural schematic representations of preliminary designs for the Municipal Facilities, Police Department Headquarters and Fire Station, presented by OCO Architects.

Mr. Longoria introduced this item as the first opportunity, outside of the Bond Oversight Committee, for the public to see the design plans for the voter approved bond funded new municipal building and fire and police headquarter buildings. Mr. Longoria stressed that this is the preliminary design and the next steps will be to receive public comment.

Mr. Mickey Conrad, of OCO Architects, presented a PowerPoint presentation that illustrated the schematic drawings of the façade designs as well as the interior configuration for the Administrative area, the adjoining Police Headquarters, and the new Fire Station Headquarter building.

City Council discussion ensued and Mr. Conrad addressed question regarding building materials, design elements, and energy efficiency.

After further discussion, direction was given to explore the use of limestone in the building's exterior façade.

Questions were also raised about the budget and projected market prices for materials and construction costs. Mr. Conrad responded to the questions and explained that the next step in this process would be to take the schematics and develop cost options, which will be used to prioritize the features. Mr. Longoria further pointed out that when the project was first budgeted the bond market was in a strong position, however, construction costs have risen by 22%, and to address this increase, he offered suggestions on how to overcome the cost increases by utilizing value engineering.

Mr. Longoria stated that throughout this process there will be additional opportunities for public input.

There being no citizens to speak or further discussion, the public hearing was closed at 8:18 p.m.

* * *

Councilman Dean made a motion to approve the consent agenda. Councilman Ruiz seconded the motion. The motion passed by unanimous vote.

CONSENT AGENDA

5. Consider the approval of the August 20, 2013 Regular City Council Meeting Minutes. (Callanen)
6. Consider action on a request by American Legion Post No. 336 for the City of Leon Valley to co-sponsor a Patriot Day Remembrance Ceremony on September 15, 2013 at the Leon Valley Community Center and waive any applicable city facility use fees. **M&C 2013-09-03-6**
(Requestor: Walter Geraghty, Commander, American Legion Post No. 336)
7. Consider a resolution (**Resolution 2013R-09-03-1**) authorizing the approval of the proposed design of the Gateway Monuments and requests Texas Department of Transportation (TXDOT) approval of installation of said Gateway Monuments at the proposed State Highway 16 (Bandera Road) Right-Of-Way Locations. **M&C 2013- 09-03-7** (Flores)

REGULAR AGENDA

Item 8. Consider an ordinance authorizing the City Manager to enter into a contract for the purchase of Parcel P-6, abstract 432, CB 4430, an approximately 0.396 acre tract of land in the 6800 block of Poss Road, for the purpose of future Stormwater prevention. **M&C 2013-09-03-8**

Ms. Melinda Smith, Interim Public Works Director, made a PowerPoint presentation outlining the background of the project and the proposed ordinance.

In response to a question raised by Councilman Biever, Ms. Smith, explained that part of cleaning water, it is important to keep as much of the sediment out as possible. Once the properties are acquired the City can enlist an engineer to design measures to stabilize the creek to reduce continued erosion. Further, Ms. Smith explained that the Stormwater Fund can be used for these purposes.

A motion was made by Councilman Dean to approve the ordinance. Councilman Diaz seconded the motion. The motion passed by unanimous vote.

ORDINANCE 2013-09-03-1

AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT FOR THE PURCHASE OF PARCEL P-6, ABSTRACT 432, CB 4430, AN APPROXIMATELY 0.396 ACRE TRACT OF LAND IN THE 6800 BLOCK OF POSS ROAD, FOR THE PURPOSE OF FUTURE STORMWATER PREVENTION.

* * *

Item 9. Consider the award of the FY 2014 group health insurance bid for employee medical, dental and life insurances and to authorize the City Manager to execute the insurance contract(s) with Aetna. **M&C 2013-09-03-9**

Item 5 Minutes

Ms. Caldera, Human Resources Director, introduced Mr. Matt Steadman, representing Gallagher Benefits, Inc. who proceeded to present a PowerPoint outlining the City's current loss ratio and further discussed aggregate claims experience, medical fee trend at a 5-6% increase and the impact of Health Care Reform on the proposed new benefit costs.

In response to questions raised by City Council, Mr. Steadman discussed the differences in cost between Blue Cross and Aetna, and stated that Blue Cross has lost many of their clients due the steep increase in fees.

In response to a question by Mayor Riley regarding Health Care Reform and the availability of statewide insurance exchange program, Mr. Steadman began to explain the pros and cons of the program and offered to provide additional detailed information to the Mayor.

Councilman Biever made a motion to award the contract for employee group health insurance to Aetna. Councilman Diaz seconded the motion. The motion passed by unanimous vote.

* * *

Item 10. **Public Hearing** on the Proposed 2013 Tax Rate of \$0.582915 per \$100 Valuation which is 4.567560 percent higher than the calculated Effective Tax Rate of \$0.557453 and \$0.008633 higher than last year's Tax Rate of \$0.574282. **M&C 2013-09-03-10**

Ms. Wallace presented a PowerPoint giving an overview of the Proposed 2013 Tax Rate and provided next steps in the process, which includes conducting this public hearing and an additional public hearing to be conducted on September 10th, with final approval with the Budget Adoption on September 17th.

Mayor Riley opened the public hearing at 8:51.

Clarification by staff was given related to the tax increase exemption for anyone over 65.

There being no citizens to speak, Mayor Riley closed the public hearing at 8:52 p.m.

* * *

Item 11. Presentation on the Proposed Fiscal Year 2014 Budgets, **M&C 2013-09-03-11**

City Manager Longoria presented a PowerPoint and responded to questions from City Council on proposed FY 2014 Budget that covered allocations in the following funds:

- a. Water and Sewer Fund
- b. Building Security Fund
- c. Child Safety Fund
- d. Municipal Court Technology Fund

Item 5 Minutes

- e. Debt Service Fund
- f. Police Forfeiture Fund
- g. CPS Energy CIED Fund
- h. Community Center Fund

Mr. Longoria responded to questions regarding scheduled and completed improvements to the Community Center. Mr. Longoria informed the Council that a sound system expert would be consulted prior to purchasing and installing a new PA system. Direction was given to staff to consider costs for renovating the floors in the center.

- i. Street Maintenance Sales Tax Fund

Councilman Reyna asked for clarification on what this fund is used for and asked if any of these funds will be used to reduce Evers Road, in reference to a citizen inquiry earlier in the meeting. Mr. Longoria clarified that an engineering firm has been hired to complete a study that will involve a traffic counts for said road, with the final report to be presented at a future City Council Meeting. Brief discussion took place regarding traffic calming measures that have been used similar to the recommended design presented at an earlier related to the Low Impact Design award winner.

- j. Employee Benefits and Compensation

Councilman Diaz requested to have staff explore the idea of closing City Hall between Christmas and New Year's Day. Mr. Longoria stated that he would have staff conduct that research and present findings prior to the adoption of the Budget.

* * *

Item 12. Consider an ordinance authorizing the appointment of Luis Valdez as fire chief made through selection by the City Manager of Leon Valley, effective immediately, pursuant to the State Of Texas Local Government Code and Chapter 5 of the City Code. **M&C 2013-09-03-12**

Mr. Longoria explained that the appointment of Fire Chief Valdez requires an ordinance making the action official, as required by State law.

Councilman Bieber made a motion to approve the ordinance. Councilman Dean seconded the motion. The motion passed by unanimous vote.

ORDINANCE 2013-09-03-2

AUTHORIZING THE APPOINTMENT OF LUIS VALDEZ AS FIRE CHIEF MADE THROUGH SELECTION BY THE CITY MANAGER OF LEON VALLEY, EFFECTIVE IMMEDIATELY, PURSUANT TO THE STATE OF TEXAS LOCAL GOVERNMENT CODE AND CHAPTER 5 OF THE CITY CODE.

* * *

DISCUSSION AGENDA

13. City Manager's Report

- a. Other announcements related to community events: VIA Metropolitan is conducting a public hearing at 6:00 p.m. related to the BRT expansion, and the public is encouraged to attend. The City's Fall Clean Up September 9th-23rd.
- b. Approved Minutes of City-Affiliated Boards, Committees, and Commissions.
 - Leon Valley Park Commission Board Meeting, July 8, 2013
 - Leon Valley Park Commission Board Meeting, June 10, 2013
- c. Future City Council Agenda Items:
 - September 10, 2013 Second Public Hearing on Proposed Tax Rate
 - September 17, 2013 Street & Building (Facilities) Naming Policy
 - September 17, 2013 Public Hearing & Adoption of the Budget & Formal Adoption of the Tax Rate
 - September 17, 2013 LVEDC Board Appointment
 - September 17, 2013 Consideration of Modification to Council Meeting Procedures
 - September 17, 2013 Consideration of accepting donation from LVEDC
 - September 17, 2013 Consideration of a Contract with Bexar County for Election Services and briefing on Election Information
 - Panhandling Policy
 - Payday Loan regulations

Item 14. Citizens to be Heard.

Mr. Olen Yarnell, 7230 Sulky Lane, expressed concerns over Code Compliance issues at a residence located at the intersection of Evers and Poss Road.

Mr. Al Uvietta, 6923 Sunlight Drive, commented on the proposal presented by the Low Impact Design team, and stated his opposition of any plan to reduce roadway due traffic concerns. Mr. Uviera also stated his concern with hike and bike trails positioned on Evers road due to traffic concerns and elderly and young pedestrians that utilize the walkways.

Ms. Kim Crawford, 7007 Forrest Mont, stated her opposition to idea of reducing the lane size of Evers Road, due to traffic impacts and would like the City to consider alternatives.

Item 15. Item Announcements by the Mayor and Council Members.

Councilman Diaz thanked the Mayor and Council for acknowledgement and encouragement bestowed on the John Marshal Band and Color Guard for their achievements this evening and thanked City Secretary Callanen for her work preparing the proclamation. Councilman Diaz also wished Police Chief Wallace a belated Happy Birthday.

Councilman Ruiz announced the upcoming Grandparents Day concert to be held on September 9th, and announced an upcoming Coffee with State Representative Justin Rodriguez.

Mayor Riley highlighted an event sponsored by CPS Energy to be held Thursday, September 12 at 6:00 p.m. at the conference center, as well as an MPO meeting to be held September 26th.

Item 5 Minutes

Councilman Ruiz announced a senior breakfast being held on the 25th of September, and an event to be held September 11, at Cha Chas, from 6-9 pm.

* * *

Mayor Riley adjourned the meeting at 9:47 p.m.

Mayor Chris Riley

ATTEST:

Leticia Callanen, Interim City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-6

DATE: SEPTEMBER 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: APPROVAL OF A BUDGET ADJUSTMENT AND RELATED ORDINANCE IN THE AMOUNT OF \$15,000 FROM THE LIBRARY RESERVE FUND TO THE GENERAL FUND FOR THE PURPOSE OF FINALIZING THE LIBRARY CHILDREN'S WING EXPANSION PROJECT

PURPOSE

In order to finalize the Leon Valley Library Children's Wing Expansion Project, additional funding is needed for construction management services, geotechnical testing, flood hazard elevation certificate, construction plan printing, fire alarm system, landscaping, and related items not billed in the contract with Crownhill Builders, Inc. for the actual construction.

The following budget adjustment is needed for the General Fund:

\$15,000 from the Library Reserve Fund to the General Fund

FISCAL IMPACT

Funding for these items will come from the Library Reserve, as designated for this purpose.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

Leticia Callanen, Interim City Secretary

City of Leon Valley
Budget Adjustment – General Fund
Library Children’s Wing Expansion

City Council Meeting
September 17, 2013

Purpose

- In order to finalize the Leon Valley Library Children's Wing Expansion Project, additional funding is needed for items not billed in the contract with Crownhill Builders, Inc. for the actual construction:
 - Construction management services
 - Geotechnical testing
 - Flood hazard elevation certificate
 - Fire alarm system
 - Landscaping

Fiscal Impact

- The following budget adjustment is needed for the General Fund:
 - » \$15,000
- Funding for these items will come from the Library Reserve, as designated for this purpose

Recommendation

- Recommend approving a budget adjustment and related ordinance, in the amount of \$15,000
- For purpose of finalizing Library Children's Wing Expansion Project
- Meets City Council Strategic Goals for 2013-2014 by continuing to improve the City's Capital and Planning Projects

S.E.E. Statement

- Social Equity –
 - Enhances community & quality of life, provides increased educational opportunities for all youth in Leon Valley & surrounding area
- Economic Development –
 - Provides a destination that attracts increased traffic & potential patrons for area businesses
- Environmental Stewardship –
 - good use of undesirable property for the public good

City of Leon Valley
Budget Adjustment – General Fund
Library Children’s Wing Expansion

City Council Meeting
September 17, 2013

MAYOR AND COUNCIL COMMUNICATION

M&C# 2013-09-17-7

DATE: SEPTEMBER 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER A REQUEST BY LOS LEONES STUDENT ARTS FESTIVAL PLANNING TEAM FOR A FEE WAIVER TO PAY ONLY HALF THE AMOUNT REQUIRED FOR TEMPORARY FOOD PERMITS THIS YEAR AND EVERY YEAR THEREAFTER THAT THE EVENT IS HELD

PURPOSE

The Los Leones Student Arts Festival is in its 17th year and has traditionally been held at the Leon Valley Community and Conference Centers and on the grounds. This festival is a partnership between Northside Independent School District (NISD), the Northside Education Foundation and the City of Leon Valley.

The Festival participants have historically paid a \$10 temporary food license fee, however the fee increased in August 2011 to \$20. The event typically has approximately ten (10) food vendors. See the attached email for the details regarding the request.

In addition to allowing the cost reduction per permit for 2013, it is also requested that the fee for Los Leones food vendors remain \$10 every year hereafter that the event is held.

FISCAL IMPACT

Temporary Food Permit Fee \$20 x 10= \$200

Temporary Food Permit Fee \$10 X10= \$100

Net Difference \$100

RECOMMENDATION

City Council approved a similar request on March 20, 2012 for Los Leones 2012 (reference M&C #3-06-12). Staff has no objection to this request and approval is recommended and consistent with previous action.

S.E.E. IMPACT

Social Equity – this request fosters collaborative participation between Northside Independent School District (NISD) and the City of Leon Valley.

Economic Development – the Los Leones festivities brings thousands of people to the Leon Valley area showcasing the Community and Conference Center and encourages patronage in the City.

Environmental Sustainability – n/a

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Interim City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-8

DATE: SEPTEMBER 9, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONSIDER ACTION ON ORDINANCE OF THE CITY OF LEON VALLEY CITY COUNCIL PROVIDING FOR THE REAPPOINTMENT OF MEMBERS TO THE BOARD OF DIRECTORS OF THE LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC), FOR A TERM OF TWO YEARS

PURPOSE

The purpose of this M&C is to present the candidates for reappointment to the LVEDC Board of Directors. The City Council will consider and approve an ordinance reappointing members to the Board.

The City Council adopted Ordinance No. 11-022 on September 20, 2011 providing for the staggering of terms of office of members of the LVEDC Board of Directors, creating place numbers and assigning members to the various places on the Board, and establishing the procedures for appointment of members to the LVEDC Board.

Four (4) of the current LVEDC Board Places – 1, 3, 5 and 7 – have terms which expire on September 30, 2013. The current Board Members in those places have expressed an interest in continuing to serve the on LVEDC Board of Directors for another term. If approved by City Council, these Board Members will serve until their new term expires on September 30, 2015.

The following individuals will be reappointed as Members of the Board of Directors to the Leon Valley Economic Development Corporation as follows by Place Number:

Place 1 – Herman Segovia
Place 3 – Claude Guerra
Place 5 – Mike McCarley
Place 7 – Georgia Zannaras

These individuals will serve a two-year term which expires September 30, 2015, or until the Board appoints their successors.

This item supports the approved Strategic Goals for 2013-2014. Specifically:
Goal 3. Strengthen Communications to the Community
Goal 5. Establish Organization Culture to Spur Economic Development

FISCAL IMPACT

There is no fiscal impact.

S.E.E. IMPACT

Social – 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 – Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-9

DATE: SEPTEMBER 9, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: PRESENTATION OF THE CITY OF LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC) PROPOSED FISCAL YEAR 2014 BUDGET

PURPOSE

The purpose of this M&C is to present the proposed LVEDC Fiscal Year 2014 Budget, as approved by the LVEDC Board at their regular Board Meeting of August 28, 2013. Following the presentation, the Mayor and City Council will discuss matters pertinent to the LVEDC Fiscal Year 2014 Budget.

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

FISCAL IMPACT

The LVEDC Fiscal Year 2014 Budget is developed by using an average of the three preceding years' sales tax revenue generated by the 1/8 of one-cent. The Board added \$5,000 to the total based on the current fiscal year's projected increase of 9% in sales tax revenue generated over the prior fiscal year bringing in a projected \$236,204. It was projected that the sales tax revenue generated in Fiscal Year 2014 would be the same as the current fiscal year. The total proposed Fiscal Year 2014 LVEDC Budget is \$220,922.

S.E.E. IMPACT

Social – Not applicable.

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

Environmental – Not applicable.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)
Fiscal Year 2014 Proposed Budget

DEPARTMENTAL EXPENDITURES	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ACTUAL	CURRENT BUDGET	REQUESTED BUDGET	ADOPTED BUDGET
<u>SUPPLIES</u>						
5100-520.01 Office Supplies	127	9	61	-	-	
5100-520.02 Operating Supplies	-	45	106	-	-	
5100-520.04 Miscellaneous Supplies	-	-	-	-	-	
<u>TOTAL SUPPLIES</u>	127	54	167	-	-	
<u>CONTRACTUAL SERVICES</u>						
5100-530.01 Professional Services	42,194	34,649	72,695	40,000	50,000	
5100-530.02 Contractual Services	18,239	28,514	38,369	41,153	42,414	
5100-530.03 Telephone	-	-	-	-	-	
5100-530.04 Utilities - Gas, Water, Electricity	-	-	-	-	-	
5100-530.05 Printing	-	36	-	-	200	
5100-530.06 Advertising	383	1,466	273	-	10,258	
5100-530.08 Equipment Rental	-	1,749	1,406	-	-	
5100-530.09 Travel	350	525	1,946	10,000	15,000	

LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION (LVEDC)
Fiscal Year 2014 Proposed Budget

5100-530.10 Membership	700	-	650	700	1,050
5100-530.15 EDC Project Funding	7,568	50,927	-	108,147	102,000
<u>TOTAL CONTRACTUAL SERVICES</u>	69,434	117,866	115,339	200,000	220,922
<u>TOTAL BUDGET</u>	69,561	117,920	115,506	200,000	220,922

A RESOLUTION 2013R-09-17-9

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY APPROVING AND ADOPTING THE BUDGET FOR THE CITY OF LEON VALLEY ECONOMIC DEVELOPMENT BUDGET YEAR 2014 TO SUPPORT THE CITY OF LEON VALLEY ECONOMIC DEVELOPMENT CORPORATION'S OPERATION, PROGRAMS AND PROJECTS

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 City of Leon Valley City Council approved the Articles of Incorporation that formed the City of Leon Valley Economic Development Corporation to receive economic development funds and to prepare a plan and budget for the effective and efficient expenditure thereof in furtherance of the purposes of the Corporation; and

WHEREAS, Texas law requires the City Council to approve and adopt the annual Budget of the City of Leon Valley Economic Development Corporation; and

WHEREAS, the City of Leon Valley Economic Development Corporation approved the City of Leon Valley Economic Development Corporation Year 2014 Budget on August 28, 2013.

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

The City of Leon Valley Economic Development Corporation Budget for Fiscal Year 2014, attached as Exhibit "A", is hereby approved and adopted.

PASSES and **APPROVED** this 17th day of September 2013.

APPROVED:

ATTEST:

Chris Riley, Mayor

Leticia Callenan, Interim City Secretary



**Leon Valley Economic
Development Corporation
(LVEDC)**

Proposed FY 2014 Budget

Tuesday, September 17, 2013



Budget Highlights

- Contractual Services = \$42,414
 - Increase of \$1,261 over previous FY
 - Services Agreement with City
 - \$3,534.50 per month paid to City
- Advertising = \$10,258
 - Increase of \$10,258 over previous FY



Budget Highlights

- Membership = \$1,050
 - Increase of \$350 over previous FY
 - TEDC = \$700
 - ICSC = \$350
- EDC Project Funding = \$102,000
 - Decrease of \$6,147 from previous FY



Budget Summary

REVENUE SUMMARY	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	BOARD APPROVED
Revenues	\$ 210,980.00	\$ 214,736.00	\$ 222,050.00	\$ 200,000.00	\$ 215,922.00	\$ 220,922.00
Average of Actual	\$ 215,922.00					



Proposed FY 2014 Budget

DEPARTMENTAL EXPENDITURES	2009-2010 ACTUAL	2010-2011 ACTUAL	2011-2012 ACTUAL	CURRENT BUDGET	REQUESTED BUDGET	ADOPTED BUDGET
<u>SUPPLIES</u>						
5100-520.01 Office Supplies	127	9	61	-	-	-
5100-520.02 Operating Supplies	-	45	106	-	-	-
5100-520.04 Miscellaneous Supplies	-	-	-	-	-	-
<u>TOTAL SUPPLIES</u>	127	54	167	-	-	-
<u>CONTRACTUAL SERVICES</u>						
5100-530.01 Professional Services	42,194	34,649	72,695	40,000	50,000	
5100-530.02 Contractual Services	18,239	28,514	38,369	41,153	42,414	
5100-530.03 Telephone	-	-	-	-	-	-
5100-530.04 Utilities - Gas, Water, Electricity	-	-	-	-	-	-
5100-530.05 Printing	-	36	-	-	200	
5100-530.06 Advertising	383	1,466	273	-	10,258	
5100-530.08 Equipment Rental	-	1,749	1,406	-	-	
5100-530.09 Travel	350	525	1,946	10,000	15,000	
5100-530.10 Membership	700	-	650	700	1,050	
5100-530.15 EDC Project Funding	7,568	50,927	-	108,147	102,000	
<u>TOTAL CONTRACTUAL SERVICES</u>	69,434	117,866	115,339	200,000	220,922	
<u>TOTAL BUDGET</u>	69,561	117,920	115,506	200,000	220,922	



LVEDC Budget Review

- LVEDC Board reviewed Proposed Budget at regular monthly meeting of May 22, 2013
- LVEDC Board held a work session and approved a final budget at regular monthly meeting of August 28, 2013



Recommendation

Staff recommends approval of the
LVEDC Fiscal Year 2014 Budget of
\$220,922



**Leon Valley Economic
Development Corporation
(LVEDC)**

Proposed FY 2014 Budget

Tuesday, September 17, 2013

MAYOR AND COUNCIL COMMUNICATION

M&C# 2013-09-17-10

DATE: SEPTEMBER 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: PUBLIC HEARING AND CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 1, ARTICLE 1.04, SECTION 1.04.001 ENTITLED "MEETINGS," MODIFYING THE SCHEDULE OF REGULAR CITY COUNCIL MEETINGS TO ONE PER MONTH; AND MAKING OTHER CHANGES CONSISTENT WITH THE OPEN MEETINGS ACT.

PURPOSE

On May 31, 2013 a retreat was held with the City Council to develop strategic goals for the City of Leon Valley. In an effort to provide efficient use of City resources, one of the City Council's goals was to establish a more efficient City Council Meeting schedule to correspond with available resources, thus, modify the current schedule by reducing the number of regular meetings to one per month. In doing so, City staff may focus on day to day operations in order to improve service delivery to the citizens of Leon Valley.

After coordination with City Council and the City Attorney, City staff recommends that the City Council schedule be modified to hold one meeting per month on every second Monday. In the event that a holiday falls on this day, the meeting will be held on the subsequent *third* Monday of the month. (See Exhibit A)

Upon approval, the City Code will be amended as follows.

Current Code:

Sec. 1.04.001 Meetings, currently states that "A regular council meeting shall be held on both the first and third Tuesdays of each month beginning at 7:00 p.m. Special meetings may be called as provided by law. Meetings of the council shall always be open to the general public except as may be specifically provided by state law, and no vote or action of any kind shall ever be taken by the council except at a regular meeting or at a lawfully called special meeting," as amended in 1972.

Proposed Amendment:

"A regular council meeting shall be held ~~on both the first and third Tuesdays~~ on the second Monday of each month beginning at 7:00 p.m. Special meetings may be called as provided by law. Meetings of the council shall always be open to the general public except as may be specifically provided by state law, and no vote or action of any kind shall ever be taken by the council except at a regular meeting or at a lawfully called special meeting."

This action by City Council serves to address the approved Strategic Goals for 2013-2014, specifically, Goal 6, Provide Efficient Use of City Resources.

RECOMMENDATION

Staff recommends approval of this amendment to the City Code which implements policy that aligns with the 2013-2014 City Council Strategic Goals.

FISCAL IMPACT

The City will achieve annual savings in the amount of \$8,400 due to the reduction in the number of meetings where the City Attorney must be present.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

EXHIBIT "A"

2013 REMAINING REGULAR CITY COUNCIL MEETING DATES

Tuesday, September 17, 2013

Monday, October 14, 2014

Monday, November 18, 2013 (RESCHEDULED-DUE VETERAN'S DAY)

Monday, December 10, 2013

2014 REGULAR CITY COUNCIL MEETING DATES

January 13, 2014

February 10, 2014

March 10, 2014

April 14, 2014

May 12, 2014

June 9, 2014

July 14, 2014

August 11, 2014

September 8, 2014

October 13, 2014

November 10, 2014

December 8, 2014



City of Leon Valley City Council Public Hearing

Modifying Schedule of Regular City Council Meetings

Tuesday, September 17, 2013



Purpose

- **Public Hearing and Consideration of an Ordinance Amending Chapter 1, Article 1.04, Section 1.04.001 Entitled “Meetings”**
- **Modifying the Schedule of Regular City Council Meetings to One per Month**



Strategic Goals for 2013-2014

- **May 31, 2013 – City Council developed strategic goals for the City of Leon Valley**
- **Establish a more efficient City Council meeting schedule to correspond with available resources**
- **Goal 6**
 - **Provide Efficient Use of City Resources**



Current City Code

- **Sec. 1.04.001:**
 - **A regular council meeting shall be held on both the first and third Tuesdays of each month beginning at 7:00 p.m. Special meeting may be called as provided by law....**
 - **As amended in 1972**



Proposed Amendment

A regular council meeting shall be held on ~~both the first and third Tuesdays~~ the second Monday of each month beginning at 7:00 p.m. Special meetings may be called as provided by law....



Fiscal Impact

- **Annual savings of \$8,400**
 - **Due to reduction in number of meetings where City Attorney must be present**



Proposed Schedule

2013 REMAINING REGULAR CITY COUNCIL MEETING DATES

Tuesday, September 17, 2013

Monday, October 14, 2014

Monday, November 18, 2013 (RESCHEDULED-DUE VETERAN'S DAY)

Monday, December 10, 2013

2014 REGULAR CITY COUNCIL MEETING DATES

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March 10, 2014

April 14, 2014

May 12, 2014

June 9, 2014

July 14, 2014

August 11, 2014

September 8, 2014

October 13, 2014

November 10, 2014

December 8, 2014



Recommendation

Staff recommends approval of this amendment to the City Code which implements policy that aligns with the 2013-2014 City Council Strategic Goals.



City of Leon Valley City Council Public Hearing

Modifying Schedule of Regular City Council Meetings

Tuesday, September 17, 2013

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-11

DATE: SEPTEMBER 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: AN ORDINANCE AUTHORIZING EXECUTION OF A CONTRACT WITH THE BEXAR COUNTY ELECTIONS ADMINISTRATOR FOR ELECTION SERVICES FOR THE NOVEMBER 5, 2013 SPECIAL ELECTION, FOR AN ESTIMATED AMOUNT OF \$5,489.66.

PURPOSE

On August 20, 2013, The City of Leon Valley and the Leon Valley Temporary Crime Control and Prevention District, respectfully, called for special elections to be held jointly with the November 5, 2013 Constitutional Amendment and Special Election. Through a subsequent action, the City of Leon Valley approved a Memorandum of Understanding (MOU) with Jacqueline F. Callanen, Bexar County Elections Administrator, expressing its desire that certain election services would be provided by the Elections Administrator through her Elections Department.

With the deadline to call elections by other entities within Bexar County expired, the costs of the election has been estimated and a pro rata share has been calculated for the City of Leon Valley in the amount of \$5,489.66 which is .56% of the total election cost. This amount is required as a deposit and the contract stipulates that the City shall submit this amount to cover the estimated pro rata cost and if the actual election costs exceed the City's deposit, the difference between the actual costs and the deposit will be paid by the City within 30 days after receiving an itemized invoice from the Administrator. Any monies remaining after the payment of all costs of election bills will be the property of the City and returned to it.

At this Council Meeting, a presentation will be made to outline the communication effort that the City has initiated to educate voters of the new Photo ID requirements, which includes the use of online resources found at the City's website, www.leonvalleytexas.gov.

This action by City Council serves to address the approved Strategic Goals for 2013-2014; specifically items 2, "Continue to Work on Capital and Planning Projects," and item 7 "Pursue Revenue Enhancements to Enhance City Operations".

FISCAL IMPACT

The cost of the election has been estimated and a pro rata share has been calculated for the City of Leon Valley in the amount of \$5,489.66 which is .56% of the total election cost. The City has \$15,000 budgeted for Election Services in the proposed FY2013-2014 Budget, in anticipation of conducting the November 5th Special Election and City Council Election in May 2014. Costs for advertising and translations are budgeted.

RECOMMENDATION

Staff recommends approval of this ordinance in order to share costs for the conduct of the Special Election with other entities participating in the November 5, 2013 Constitutional Amendment and Special Election.

S.E.E. IMPACT STATEMENT

SOCIAL EQUITY—*The 2013 Constitutional Amendment and Special Election enhances the City’s goal to promote a superior quality of life by responding to citizens in a fair and prompt manner, by providing outstanding public safety services, high quality educational, recreational, historical and cultural amenities and superb infrastructure. This election on the proposed measures aligns with encouraging collaborative participation by its residents, businesses and stakeholders.*

ECONOMIC DEVELOPMENT—*The proposed ballot measures both promote the City’s desire to provide a diverse and versatile business environment that supports a distinctive and welcoming identity at its boundaries and throughout the community, and promotes development and redevelopment, including pedestrian friendly connections and world class public transit.*

ENVIRONMENTAL STEWARDSHIP—*The Election services provided by Bexar County utilizes robust technologies that reduces the reliance on paper, and offers an abundance of resources to assist voters by phone and online, which reduces the need to travel far for information.*

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

City of Leon Valley Election Services Contract

City Council Meeting
September 17, 2013

Purpose

- Authorizing the execution of a contract between the City of Leon Valley and the Bexar County Elections Administrator for election services for the November 5, 2013 special election, for an estimated amount of \$5,489.66

Purpose

- The deadline to call elections by other entities within Bexar County has passed
- Costs are pro rated among participating entities and the estimated cost for our City is \$5,489.66

Key Dates for our Residents

- ✓ Deadline to Register to Vote: October 7, 2013
- ✓ Early Voting: Monday, October 21 – Friday, November 1 at Leon Valley Conference Center
- ✓ Election Day : Tuesday, November 5, 2013 at City Hall
- ✓ New [Voter ID](#) law now in effect for this election – Information available at LeonValleyTexas.gov



- Senate Bill 14 (SB 14) created a new requirement for voters to show photo identification when voting in person. The U.S. Supreme Court issued a recent opinion which effectively ended all pending litigation, and the law is now in effect.
- A voter will be required to show one of the following forms of photo identification:
 1. Texas driver license issued by the Texas Department of Public Safety (DPS)
 2. Texas Election Identification Certificate issued by DPS
 3. Texas personal identification card issued by DPS
 4. Texas concealed handgun license issued by DPS
 5. United States military identification card containing the person's photograph
 6. United States citizenship certificate containing the person's photograph
 7. United States passport

Voters Can Make their Experience Smoother by Doing these Things

- Find out if their voter registration information matches their current Driver's License Information as soon as possible
- To check go to Secretary of State's [Voter Registration Name/Address Change](#) webpage. Link on City's webpage
- Or call 210-335-VOTE :Using your phone keypad input your birthdate and house number and it will give you the name you have on your voter registration card.

Fiscal Impact

- The City has \$15,000 budgeted for Election Services in the proposed FY2013-2014 Budget, in anticipation of conducting the November 5th Special Election and City Council Election in May 2014

Recommendation

- Staff recommends approval of this contract authorization in order to share costs for the conduct of the Special Election with other entities participating in the November 5, 2013 Constitutional Amendment and Special Election.

City of Leon Valley Election Services Contract

City Council Meeting
September 17, 2013

VOTE TEXAS.GOV

MAKE YOUR MARK ON TEXAS



POWERED BY THE TEXAS SECRETARY OF STATE



MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-12

DATE: September 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: CONDUCT A PUBLIC HEARING AND CONSIDER ACTION ON ATTACHED ORDINANCE APPROVING AND ADOPTING FISCAL YEAR 2013-2014 BUDGETS AND ASSOCIATED CAPITAL ACQUISITION PLANS

PURPOSE

Each year before adopting the budgets the City Council must conduct a public hearing on the budgets and formally adopt the budgets by approving the attached Ordinance for the Fiscal Year 2014 Budgets and associated Capital Acquisition Plans for the City of Leon Valley, Texas.

FISCAL IMPACT

The attached document provides the funding mechanism for City operations.

RECOMMENDATION

It is recommended that a public hearing be conducted and that the City Council then vote to adopt the attached Budgets and Capital Acquisition Plans for Fiscal Year 2014.

S.E.E. IMPACT STATEMENT

Social Equity - The budget serves as the foundation of the City's financial planning and control. It addresses the goals of the City, establishes priorities, determines the level of funding commitment, and serves as a day-to-day operations guide. The City establishes a budget for twelve separate funds. Activities of the General Fund, Water and Sewer (Enterprise) Fund, Debt Service Fund, Community Center Fund, Building Security Fund, Child Safety Fund, Street Maintenance Tax Fund, Municipal Court Technology Fund, Police Forfeiture Fund, CIED Fund, Grant Fund and Capital Project Fund are included in the annual budget.

Economic Development - Utilizing taxpayer monies to maximize public safety, City administration and City programs/services allows the City to actively pursue Economic Development opportunities.

Environmental Stewardship -The City's El Verde by 2020 initiative continues to be supported through careful allocation of budgetary dollars that promotes sustainability.

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

City of Leon Valley
Fiscal Year 2014
Formal Budget Adoption
September 17, 2013

Budget Action Items

- Item 13: Public Hearing & Formal Adoption of FY 2014 Budget
- Item 14: State Mandated Statement that FY 2014 Budget will raise more property tax than previous year
- Item 15: Sets the Property Tax to Fund the Budget

Budget Summary

Adopts Property Tax Rate of:

- \$0.582915 cent per \$100 of valuation for FY 2014
- The tax components are as follows
 - \$0.476752 for Maintenance and Operations
 - \$0.106163 for Interest and Sinking Fund Debt Service
- Increase of \$0.008633 only for debt service only

Authorized Positions

Administration	Total Number of Positions
City Manager	1
City Secretary	1
Human Resource Director	1
Administrative Assistant	1
Receptionist	1
Total # Administration Positions	5
Finance	
Finance Director	1
Assistant Finance Director	1
Purchasing Agent	1
Utility Billing Clerk	1
Municipal Court	
Senior Court Clerk	1
Assistant Court Clerk	1
Deputy Court Clerk	2
Total # Finance Positions	8

Community Development	Total Number of Positions
Community Development Director	1
Admin Asst.	1
Comm. & Conf. Center Admin Asst.	1
Total # Comm. Dev Positions	3
Economic Development Department	
Economic Development Director	1
Admin Asst.	1
Total # Economic Dev. Positions	2
Library	
Library Director	1
Library Aide	1
Library Technician	1
PT Library Aide	2
Total # Library Positions	5

Authorized Positions

Continued

Public Works	Total Number of Positions
Public Works Director	1
Special Projects Manager	1
Asst to the Director	1
Administrative Asst.	1
Construction	
Foreman	1
Crew leader	1
Laborer IV	3
Utility	
Foreman	1
Crew Leader	1
Laborer IV	2
Maintenance / Park	
Foreman	1
Crew leader	2
Laborer III	5
Laborer I	1
Shop Mechanics	
Mechanic	1
Auto Prevention Main Laborer	1
Total # Public Works Position	24

Police Department	Total Number of Positions
Police Chief	1
Community Resource Officer	1
Patrol Sergeant	3
Patrol Corporal	3
Detectives	3
Patrol Officers	12
Communications	
Communication Supervisor	1
Records Clerk	1
Dispatchers	6
PT School Crossing Guards	3
Code Enforcement	
Code Enforcement Officer	1
Animal Control Officer	1
Total # Police Positions	36
Fire Department	
Fire Chief	1
Asst. Fire Chief	1
PT Administrative Asst.	1
Fire Captains	3
Lieutenants	3
Fire Engineers	3
Firefighter Paramedics	15
Total # Fire Positions	27

Total # Full-Time Positions	102
Total # Part-Time Postions	6
Total # Positions	108

General Fund

Budget Summary

SOURCE	FY 11-12 ACTUAL	FY 12-13 BUDGET	FY 13-14 BUDGET
REVENUES	\$ 6,734,781	\$ 6,752,765	\$ 6,949,668
TOTAL OPERATING REVENUES	6,734,781	6,752,765	6,949,668
OTHER FINANCING SOURCES			
Capital Reserve	-	720,918	474,529
Other Reserve Uses		45,000	50,000
Transfers In	-	227,216	-
TOTAL OTHER FINANCING SOURCES	-	993,134	524,529
TOTAL RESOURCES AVAILABLE	6,734,781	7,745,899	7,474,197
EXPENDITURES			
Operations	6,604,548	6,818,588	6,979,596
Capital Outlay	106,656	720,918	474,529
Operating Transfers Out	18,000	10,000	13,000
Debt Service:			
Principal	-	-	-
Bond Issuance Costs	-	-	-
TOTAL EXPENDITURES	6,729,204	7,549,506	7,467,125
REVENUES OVER (UNDER) EXPENDITURES	5,577	196,393	7,072
Ending Fund Balance	\$ 2,387,256	\$ 2,044,866	\$ 1,527,409



Water and Sewer

Budget Summary

SOURCE	FY 11-12 ACTUAL	FY 12-13 BUDGET	FY 13-14 BUDGET
REVENUES			
Operating Revenues	\$ 3,039,389	\$ 3,264,442	\$ 3,208,800
Non-Operating Revenues	61,576	48,800	48,800
TOTAL REVENUES	3,100,965	3,313,242	3,257,600
OTHER FINANCING SOURCES			
Water Rights Reserve	-	241,592	260,000
TOTAL OTHER FINANCING SOURCES	-	241,592	260,000
TOTAL RESOURCES AVAILABLE	3,100,965	3,554,834	3,517,600
OPERATING EXPENDITURES			
Operations	3,050,874	3,282,489	3,199,941
Capital Outlay	-	268,092	380,000
Depreciation	168,099	-	-
TOTAL EXPENDITURES	3,218,973	3,550,581	3,579,941
NET INCREASE (DECREASE) IN WORKING CAPITAL	(118,008)	4,253	(62,341)
Ending Fund Balance	\$ 1,616,216	\$ 1,620,469	\$ 1,361,740

CIED Fund

Budget Summary

SOURCE	FY 11-12 ACTUAL	FY 12-13 BUDGET	FY 13-14 BUDGET
REVENUES			
CIED Program Proceeds	\$ 379,931	\$1,139,753	\$ -
TOTAL REVENUES	379,931	1,139,753	-
TOTAL RESOURCES AVAILABLE	379,931	1,139,753	-
Expenditures			
Operations	-	-	-
Capital Outlay	-	1,492,455	1,219,684
Non-Operating	-	27,216	-
TOTAL EXPENDITURES	-	1,519,671	1,219,684

Community Center

Budget Summary

SOURCE	FY 11-12 ACTUAL	FY 12-13 BUDGET	FY 13-14 BUDGET
REVENUES			
Hotel Taxes	\$ 82,409	\$ 75,746	\$ 83,082
Rental Fees	75,525	74,053	83,551
TOTAL REVENUES	157,934	149,799	166,633
OTHER FINANCING SOURCES			
Fund Balance	-	-	10,000
CDBG Reimbursement	-	-	-
TOTAL OTHER FINANCING SOURCES	-	-	10,000
TOTAL RESOURCES AVAILABLE	157,934	149,799	176,633
Expenditures			
Operations	116,675	134,714	158,600
Capital Outlay	4,988	-	10,000
Non-Operating	-	-	-
TOTAL EXPENDITURES	121,663	134,714	168,600
Ending Fund Balance	\$ 80,578	\$ 95,663	\$ 119,897

Street Maintenance Sales Tax

Budget Summary

SOURCE	FY 11-12 ACTUAL	FY 12-13 BUDGET	FY 13-14 BUDGET
BEGINNING FUND BALANCE	\$ 504,272	\$ 401,699	\$ 498,749
REVENUES			
Sales Tax	\$ 443,738	\$ 439,560	\$ 457,050
TOTAL REVENUES	443,738	439,560	457,050
OTHER FINANCING SOURCES (USES)			
Fund Balance	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-
TOTAL RESOURCES AVAILABLE	948,010	841,259	955,799
EXPENDITURES			
Street Maintenance	546,311	830,254	955,799
TOTAL EXPENDITURES	546,311	830,254	955,799
Ending Fund Balance	\$ 401,699	\$ 11,005	\$ -

Special Revenue Funds

- Grant Fund
- Building Security Fund
- Child Safety Fund
- Municipal Court Technology Fund
- Debt Service Fund
- Police Forfeiture Fund

Special Revenue Funds

Budget Summary

SOURCE	FY 11-12 ACTUAL	FY 12-13 BUDGET	FY 13-14 BUDGET
BEGINNING FUND BALANCE	\$ 504,272	\$ 401,699	\$ 498,749
REVENUES			
Sales Tax	\$ 443,738	\$ 439,560	\$ 457,050
TOTAL REVENUES	443,738	439,560	457,050
OTHER FINANCING SOURCES (USES)			
Fund Balance	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-
TOTAL RESOURCES AVAILABLE	948,010	841,259	955,799
EXPENDITURES			
Street Maintenance	546,311	830,254	955,799
TOTAL EXPENDITURES	546,311	830,254	955,799
Ending Fund Balance	\$ 401,699	\$ 11,005	\$ -

Holiday Closure

On Sept. 10th., City Council asked for Staff Analysis of Implementation of a Holiday Closure Schedule

- Saves **\$17,620** from the city's personal leave liability
- Aligns with Strategic Goal of providing efficient use of City resources
 - For the same timeframe last year the cashiers only serviced about half of its normal daily customer count
 - From 66 customers to 33
- Supports the Vision of Environmental Stewardship
 - Nominal water and utility savings
 - Minimizing staff's carbon emissions
 - Minimizing trash compilation
- Employee morale booster

Staff Recommendation

- City Offices will be closed from Wednesday, December 25, 2013 through Thursday, January 1, 2014
- City Offices will reopen Friday, January 2, 2014
- The Closure would include:
 - Christmas Day, the day after Christmas, and New Years Day
 - One Flex day
 - Two mandated personal leave days
- Several departments will be open to ensure ongoing provision of key services to the residents of Leon Valley; to include Police Department & the Fire Department

Holiday Schedule Recommendation

Continued

- For the two mandated personal leave days employees have the option of using a combination personal leave, and/or comp time
- Staff will proceed to implement the Holiday Scheduled through approval of the budget

Conclusion

- City is in Good Financial Condition
- The Budget is Balance
- Current Level of Services are Maintained
- We maintained Good Financial Reserves
- Necessary Capital Equipment is Funded
- We continue to make improvement in Employee Benefits & Compensation

- Thank You to Vicky Wallace, Department Heads & the City Council
- Staff Recommends Approval of the Budget

City of Leon Valley
Fiscal Year 2014
Formal Budget Adoption
September 17, 2013

AN ORDINANCE 2013-09-07-12

APPROVING THE BUDGETS AND ASSOCIATED CAPITAL ACQUISITION PLANS OF THE CITY OF LEON VALLEY, TEXAS FOR THE FISCAL YEAR OF 2014 AND THE SAME FILED WITH THE CITY SECRETARY AND THE BEXAR COUNTY CLERK

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

1. The following Budgets and associated Capital Acquisition Plans for the City of Leon Valley, Texas, for the Fiscal Year 2014, a true copy of which are on file in the office of the City Secretary and made a part hereof by reference, are hereby adopted and approved and ordered filed in the office of the City Secretary and the Bexar County Clerk.

GENERAL FUND AND CAPITAL ACQUISITION PLAN
WATER AND SEWER FUND AND CAPITAL ACQUISITION PLAN
COMMUNITY CENTER FUND AND CAPITAL ACQUISITION PLAN
GRANT FUND
CIED FUND
CHILD SAFETY FUND
BUILDING SECURITY FUND
MUNICIPAL COURT TECHNOLOGIES FUND
STREET MAINTENANCE SALES TAX
DEBT SERVICE FUND
CAPITAL PROJECT FUND
POLICE FORFEITURE TRUST FUND AND CAPITAL ACQUISITION PLAN

2. No expenditure of the funds of the City shall be made during said fiscal year except in strict compliance with such adopted budget.

PASSED and APPROVED this 17th day of September, 2013.

ATTEST:

Mayor

Leticia Callanen, Interim City Secretary

Approved as to form:

City Attorney

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-13

DATE: September 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: VOTE TO RATIFY THE GENERAL FUND FISCAL YEAR 2014 BUDGET THAT WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$150,812 OR 4.9639% AND OF THAT AMOUNT \$31,021 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE ROLL THIS YEAR.

PURPOSE

During the 80th legislative session, H.B. 3195 was enacted. In order for the General Fund budget to be adopted that will require raising more revenue from property taxes than in the previous year a separate vote of the governing body is required to ratify the property tax increase reflected in the budget. A vote under this section is in addition to and separate from the vote to adopt the budget or a vote to set the tax rate.

FISCAL IMPACT

The attached provides the funding mechanism for City operations.

RECOMMENDATION

It is recommended that the City Council vote to ratify the General Fund Fiscal Year 2014 Budget.

S.E.E. IMPACT STATEMENT

Social Equity - The budget serves as the foundation of the City's financial planning and control. It addresses the goals of the City, establishes priorities, determines the level of funding commitment, and serves as a day-to-day operations guide. The City establishes a budget for twelve separate funds. Activities of the General Fund, Water and Sewer (Enterprise) Fund, Debt Service Fund, Community Center Fund, Building Security Fund, Child Safety Fund, Street Maintenance Tax Fund, Municipal Court Technology Fund, Police Forfeiture Fund, Grant Fund, CIED Fund and Capital Project Fund are included in the annual budget.

Economic Development - Utilizing taxpayer monies to maximize public safety, City administration and City programs/services allows the City to actively pursue Economic Development opportunities.

Environmental Stewardship - The City's El Verde by 2020 initiative continues to be supported through careful allocation of budgetary dollars that promotes sustainability.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

AN ORDINANCE 2013-09-17-13

RATIFYING THE FY 2014 BUDGET THAT WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$150,812 OR 4.9639% AND OF THAT AMOUNT \$31,021 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE ROLL THIS YEAR.

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

1. The General Fund Budget and associated Capital Acquisition Plan for the City of Leon Valley, Texas, for the Fiscal Year 2014, that will raise more total property taxes than year's budget by \$150,812 or 4.9639% and of that amount \$31,021 is tax revenue to be raised from new property added to the roll this year, a true copy of which is on file in the office of the City Secretary and made a part hereof by reference, is hereby ratified and approved and ordered filed in the office of the City Secretary.
2. No expenditure of the funds of the City shall be made during said fiscal year except in strict compliance with such adopted budget.

PASSED and APPROVED this 17th day of September, 2013.

ATTEST:

Mayor

Leticia Callanen, Interim City Secretary

Approved as to form:

City Attorney

MAYOR AND COUNCIL COMMUNICATION

M&C #2013-09-17-14

DATE: SEPTEMBER 17, 2013

TO: MAYOR AND CITY COUNCIL

SUBJECT: ORDINANCE SETTING THE 2013 TAX RATE FOR THE MAINTENANCE AND OPERATION FUND AT \$0.476752 AND INTEREST AND SINKING FUND AT \$0.106163 FOR A TOTAL TAX RATE OF \$0.582915 WHICH IS 4.567560 PERCENT HIGHER THAN THE EFFECTIVE TAX RATE OF \$0.557453. THIS TAX RATE WILL SUPPORT THE FY 2014 BUDGET.

PURPOSE

Each year the Council must adopt the new fiscal year budget for the General Fund and set the tax rate to support the approved budget. The attached ordinance sets the tax rate for the Fiscal Year 2014 Budget for both the Maintenance and Operation Fund and the Interest and Sinking Fund.

The following tax rate is required to support the General Fund Fiscal Year 2014 Budget for the Maintenance and Operation Fund and the Interest and Sinking Fund:

Maintenance and Operation	\$0.476752
Interest and Sinking	\$0.106163
TOTAL	\$0.582915

1. The vote on the ordinances setting the tax rate that exceeds the effective tax rate must be a record vote.
2. The motion to adopt the Ordinance must be made in the following form:

I move that the property tax rate be increased by the adoption of a tax rate of \$0.582915 which is effectively a 4.567560 percent increase in the tax rate. The Maintenance and Operations tax rate portion being \$0.476752 and the Interest and Sinking tax rate portion being \$0.106163 for a total tax rate of \$0.582915.

S.E.E. IMPACT STATEMENT

Social Equity – A responsible municipal budget strives to allocate taxpayer dollars in an efficient and effective manner that represents all citizens equally. The adoption a tax rate will provide revenue to support City services.

Economic Development – Utilizing taxpayer monies to maximize public safety, City administration and City programs/services allows the City to actively pursue Economic Development opportunities.

Environmental Stewardship – The City's El Verde by 2020 initiative continues to be supported through careful allocation of budgetary dollars that promotes sustainability. Ad Valorem Taxes are the most stable source of revenue for the General Fund.

APPROVE: _____

DISAPPROVE: _____

APPROVE WITH THE FOLLOWING COMMENTS: _____

ATTEST:

Leticia Callanen, Interim City Secretary

AN ORDINANCE 2013-09-17-14

ESTABLISHING AND ADOPTING FOR THE PURPOSE OF TAXATION; THE CALENDAR YEAR; LEVYING A TAX OF \$0.476752 FOR MAINTENANCE AND OPERATIONS AND \$0.106163 FOR THE INTEREST AND SINKING FUND FOR A TOTAL TAX RATE OF \$0.582915 ON ALL PROPERTY SUBJECT TO TAXATION AND SITUATED IN THE CITY OF LEON VALLEY, TEXAS, ON THE FIRST DAY OF JANUARY 2013; ESTABLISHING THE RATE OF SAID LEVY; DETERMINING THAT TAXES FOR THE CALENDAR YEAR 2013 SHALL BECOME DUE AND PAYABLE OCTOBER 1, 2013, AND DELINQUENT ON FEBRUARY 1, 2014; DETERMINING THAT ALL DELINQUENT TAXES SHALL BEAR INTEREST AT THE RATE OF ONE PERCENT (1%) FOR EACH MONTH OR PART OF A MONTH FROM THE DATE OF THEIR DELINQUENCIES; DETERMINING THAT IF ANY PERSON FAILS TO PAY THE TAXES IMPOSED BY THE CITY OF LEON VALLEY, TEXAS, UPON HIS OR HER PROPERTY ON OR BEFORE THE 31ST DAY OF JANUARY 2014, THEN A PENALTY FOR EACH SUCCESSIVE MONTH SUCH TAXES REMAIN UNPAID (OR ANY PART OF SUCH MONTH) SHALL BE PAID UPON SUCH TAXES; AND DETERMINING AND ENACTING OTHER MATTERS PERTINENT, NECESSARY, AND INCIDENT TO THE SUBJECT, AND PROVIDING A SAVINGS CLAUSE.

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

1. A tax is hereby levied on all persons and property, real and personal, within the City of Leon Valley, Texas, subject to taxation by the laws of this State, and situated within the City on the 1st day of January 2013 and the rate of said tax is hereby fixed and determined to be at the rate of \$0.582915 per each \$100 dollars of property valuation. The property tax rate is allocated as follows:
 - a. \$0.476752 per each \$100 dollars of property valuation for Maintenance and Operations (M&O), said tax being hereby levied for the calendar year beginning January 1, 2013 and ending December 31, 2013 for expenditure during the fiscal year beginning October 1, 2013 and ending September 30, 2014. This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate. The tax rate will effectively be raised by 3.0476% and will raise taxes for Maintenance and Operations on a \$100,000 home by approximately \$14.10; and,
 - b. \$0.106163 per each \$100 dollars of property valuation for the Interest and Sinking Fund (I&S), said tax being hereby levied for the calendar year beginning January 1, 2013 and ending December 31, 2013 for expenditure during the fiscal year beginning October 1, 2013 and ending September 30, 2014.
2. It is hereby determined that the taxes above levied shall become due and payable on October 1, 2013, and all such taxes not paid on or before January 31, 2014, shall be and become delinquent on February 1, 2014.
3. That if any person shall fail to pay to the City of Leon Valley, Texas, all the taxes levied and imposed by the City upon his or her property for the year 2013 on or before the 31st day of January 2014, then the following penalty and interest shall be payable on such delinquent taxes

as follows:

- a. A delinquent tax incurs a penalty of six (6) percent of the amount of the tax for the first calendar month it is delinquent plus one (1) percent for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, a tax delinquent on July 1 incurs a total penalty of twelve (12) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax continues to incur the penalty provided by this section as long as the tax remains unpaid, regardless of whether a judgment for the delinquent tax has been rendered.
- b. If a person who exercises the split-payment option provided by Section 31.03 of the Texas Property Tax Code fails to make the second payment before July 1, the second payment is delinquent and incurs a penalty of twelve (12) percent of the amount of the unpaid tax.
- c. A delinquent tax accrues interest at a rate of one (1) percent for each month or portion of a month the tax remains unpaid.

4. That all costs that may be allowed and imposed by law shall be and the same are hereby imposed in addition to penalties and interest accruing under the provisions hereof against any property upon which taxes are delinquent.

5. That on any list prepared showing delinquent taxes for the City of Leon Valley, Texas, it shall not be necessary for the assessor and collector of taxes to show on any such list the penalties, interest and costs accrued against any land, lot and/or property delinquent in taxes, but in each and every instance all such penalties, interest and costs shall be and remain a charge imposed hereby, with the same force and effect as if listed on any such list of delinquent taxes, and the said assessor and collector shall calculate and charge all such penalties, interest and costs on all delinquent tax statements, or delinquent tax reports issued by him.

6. The tax hereby levied is levied for the purpose specified in and authorized by Vernon's Tax Code, Title 3, Chapter 302, Section 302.001(a), and none other, to-wit: For current expenses, and for the construction or purchase of public buildings, water works, sewers, and other permanent improvements within the limits of the City and the construction and improvement of the roads, bridges and streets of the City within its limits.

7. That the provisions of this ordinance are severable in the event any provision hereof shall be declared invalid by a Court of competent jurisdiction of this State, and it is hereby declared that the remaining provisions hereof would have been enacted notwithstanding such judicial determination and all remaining valid provisions hereof shall continue to be and remain in full force and effect.

PASSED and **APPROVED** this the 17th day of September, 2013.

ATTEST:

Letitia Callanen, Interim City Secretary

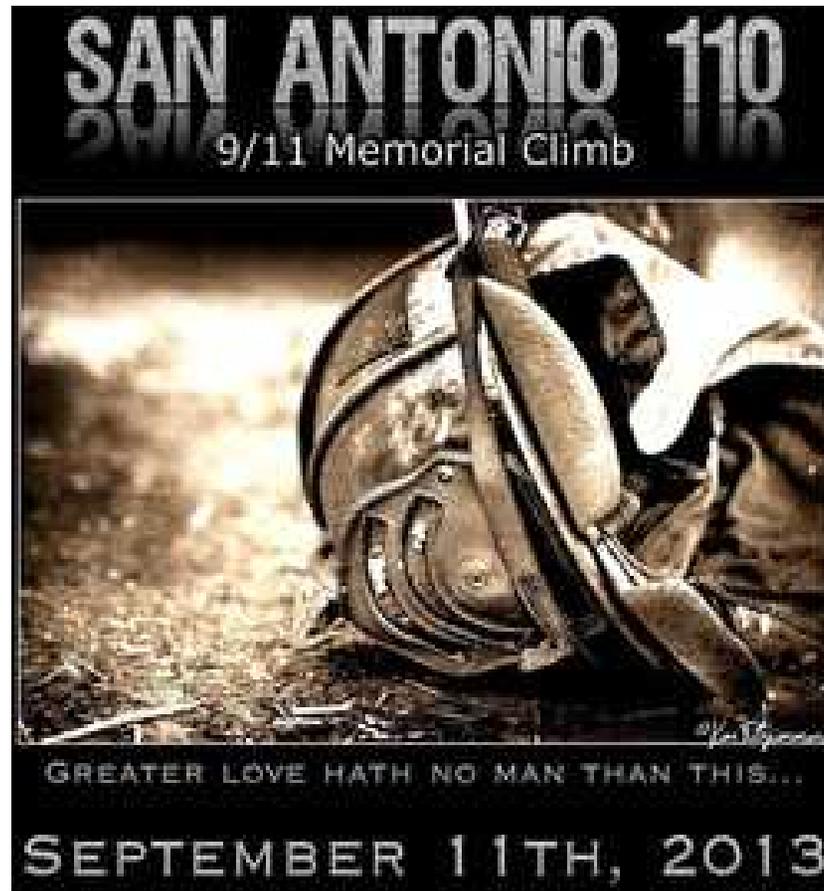
Mayor

APPROVED AS TO FORM:

City Attorney

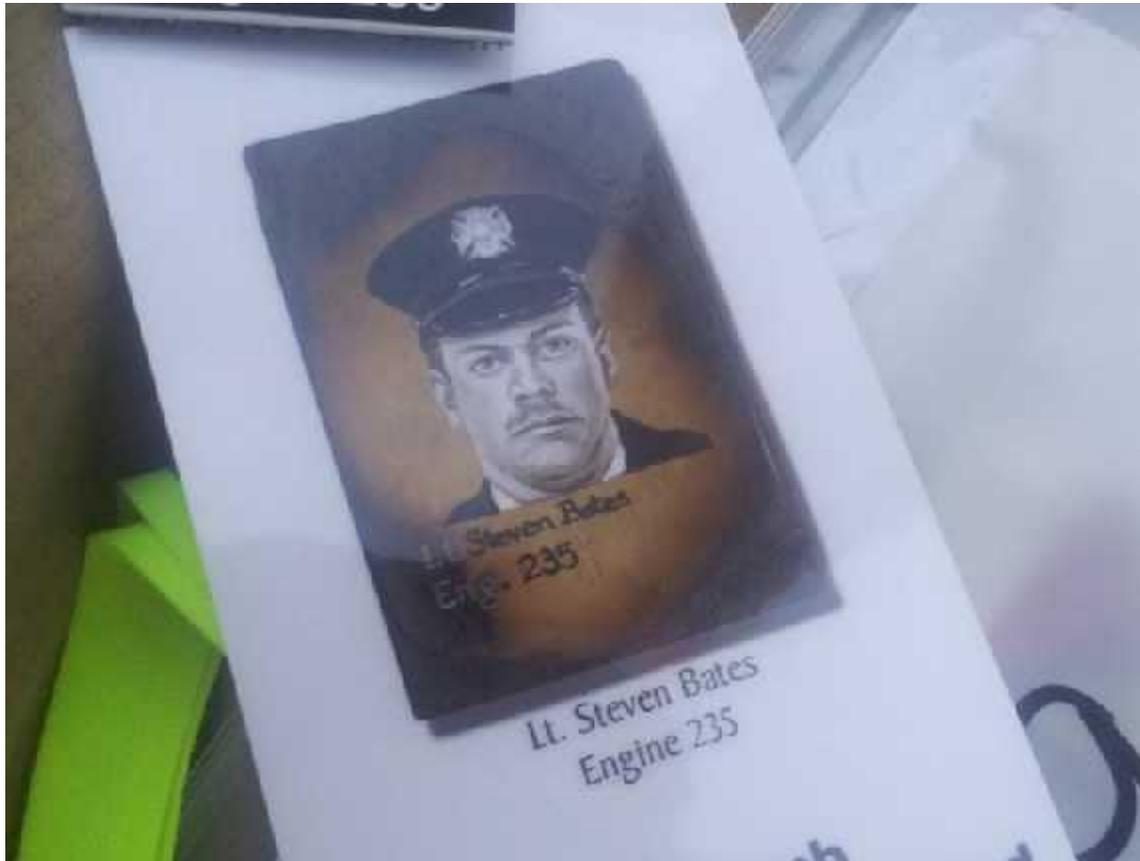
ITEM 15. CITY MANAGER REPORT
ITEMS A-F

City of Leon Valley Report - 9-11 Memorial Tower Climb



Purpose

- To honor and pay tribute to the lives lost and affected by the tragic events that occurred on Sept. 11, 2001.
- Each fallen New York First Responder was represented by a climbing participant who wore their ID tag and climbed the Tower of Americas twice in their memory.
- The City of Leon Valley was represented by 14 First Responders that climbed that day.



Each climber was issued an ID tag representing a fallen New York First Responder to carry with them on the climb.



Over 500 people participated in the event.
Firefighters entered the tower first at 8:46am, the
time the first plane struck Tower 1.



A look inside the stairwell of the Tower of Americas.



Upon completion, climbers signed a tribute flag with the name of the fallen First Responder that they represented for the day. (Firefighter Eric Burnside pictured).



Leon Valley First Responders look forward to representing our City again next year.

City of Leon Valley Report - 9-11 Memorial Tower Climb

City Council Meeting
September 17, 2013

Public Works Monthly Report

August 2013

Director's Report

- Co-ordinated installation of traffic delineators at DPS facility on Huebner Road
- Delivered contract to YPR, Associates for Evers Road street assessment
- Pre-construction meeting for 2013 Slurry Seal project with Intermountain and SAC water lines
- Monitored water rights purchase and the Library Children's Wing
- Expired files boxes staged for shredding
- Price quotes for fire and security alarm installation at Public Works
- Assisted Park Commission revision for Park Master Plan
- Reviewed FY 2013 budget and planning for FY 2014 budget
- Fall Clean-up postcards printed and mailed

Construction Crew Activities

The following streets were repaired with Crack Seal Treatment:

- Seneca Drive
- Pickering
- Mary Jamison
- Grass Hill Drive
- Huebner Road had repairs with cold mix asphalt
- Edinborough @ Seneca: Saw-cut street to prepare for asphalt overlay
- Grass Valley Monument: Repaired with cold mix asphalt and restored area with top soil

The following streets had Sidewalk repairs:

- Huebner Road near Post office
- Forest Way @ Seneca
- Grass Valley Monument area had a curb repair

Public Works Yard: Hauled in sand and top soil for stockpile

Assisted in moving furniture and materials at Library

Sprayed throughout city for Mosquitos

Commenced Wurzbach under bridge repairs

Water Crew Activities

Water Samples for S.A. Health District	12 Water Samples for Analysis
Disconnect Notices	138
Disconnect Water Service	22
Flush Dead-End Water Mains	27 Flushed
Meter Reading	3 Days
Meter Re-reads	12 Re-reads
Meter Change-Out Program	4 Meters changed out
Temporary Meters Installed	0 Installed
Move Outs	11 Closed
Move Ins	28 Activated
Locates	0 Completed
Wells\Tower Sites	Cut Grass and edged as necessary
City Wide	Updated Fire Hydrant List

Location

6739 Sunlight

Park Garden Plots

6739 Sunlight

6719 Blacksmith

Grasshill Well site

5809 El Verde

Grissom & Shadow Valley

Behind Huebner Well

Shop and Water Shed

6335 Balky

6323 Mary Jamison

6739 Sunlight

Work Performed

repaired sewer connection

replaced 2" ball valve with a curb stop

back filled trench

checked water leak it was the customers

cut trees along fence line

repaired water leak

dug up valves

cut grass and trees

routine clean up

replaced hose bib

replaced meter coupling

poured concrete

6739 Sunlight	removed forms and added top soil
Commercial route	cleaned out meter boxes
6136 Stirrup	repaired water main
6136 Stirrup	repaired sprinklers lines and put top soil
Commercial route	cut lids for touch read pads
Grass Valley	repaired main break, back filled hole

Maintenance Crew

- Performed routine landscaping (tree trimming, mowing, weed removal, debris removal) at all City facilities
- Collected recycling
- Performed routine updating of marquee
- Mowed right-of-ways (City Wide)
- Mowed Huebner and Seneca Creeks
- Removed fallen trees at Zarzamora Creek
- Set up and cleaned Community Center for Seniors
- Cleaned Ice machine in Community Center
- Provided set ups and cleanups for Community Center and Conference Center rentals
- Replaced air filters at conference center
- Maintained park clean up and mowing
- Repaired drinking fountain at park
- Stocked all facilities with paper supplies
- Performed toilet rebate inspection
- Repaired equipment at pool, chlorinated pool water and maintained lawn
- Wall patch, painted, moved books and shelves at Library
- Sharpened blades on mowers
- Move file boxes to record storage

Fleet Crew

- Prepared all salvage vehicles for transport to auction
- Repairing street roller equipment
- Performing routine Preventative Maintenance (PM) and repairs to various fleet vehicles
- Staged all fire extinguishers for extinguisher servicing
- Purchased and received new gas tank for generator

- Vehicles:
 - 15 Vehicles for repair
 - 6 Preventable Maintenance
 - 1 for Fire Dept. installation of equipment
- Support Equipment for City Maintenance
 - 14 repairs
 - 13 preventative maintenance

Repairs were made to the Masonry Mixer. This Mixer has been used in the past years as a substitute Concrete Mixer. Each time it is used improperly, the Bearing and Shaft Key must be replaced. The bearing cost is 300.00 each time of replacement.



CITY OF LEON VALLEY
FINANCIAL STATEMENT
AUGUST 2013



General Fund

	FY 2012-2013 BUDGET		FY 2012-2013 Y-T-D ACTUAL		FY 2011-2012 Y-T-D	
REVENUE						
Ad Valorem	\$ 3,086,388	92.0%	\$ 3,143,505	101.9%	\$ 3,119,749	102.1%
Sales Taxes	1,793,342	92.0%	1,429,894	79.7%	1,337,608	74.5%
Franchise Taxes	725,827	92.0%	692,841	95.5%	700,219	99.2%
Licenses,Permits,Fees,Fines	1,026,965	92.0%	953,570	92.9%	913,716	76.8%
Miscellaneous	120,243	92.0%	344,958	286.9%	92,994	59.6%
TOTAL REVENUE	\$ 6,752,765	92.0%	\$ 6,564,767	97.2%	\$ 6,164,286	89.3%
EXPENDITURES						
Business Office	\$ 166,311	92.0%	\$ 134,709	81.0%	\$ 145,672	76.7%
Finance	214,447	92.0%	184,193	85.9%	194,205	85.5%
Council & Manager	306,627	92.0%	260,263	84.9%	291,864	79.7%
Police	2,142,438	92.0%	1,810,338	84.0%	1,936,058	90.0%
Fire	2,214,933	92.0%	1,963,050	89.0%	1,882,391	88.0%
Public Works	1,111,763	92.0%	911,324	82.0%	925,157	82.5%
Community Development	310,470	92.0%	260,916	84.0%	324,783	85.4%
Economic Development	124,757	92.0%	112,715	90.4%	82,331	63.7%
Special Events	17,599	92.0%	10,758	61.1%	10,983	79.9%
Parks & Recreation	111,940	92.0%	76,484	68.3%	87,204	74.8%
Library	819,221	92.0%	579,961	70.8%	277,809	64.9%
Other Sources/Uses	10,000	92.0%	-	-	-	-
TOTAL EXPENDITURES	\$ 7,550,506	92.0%	\$ 6,304,709	83.6%	\$ 6,158,455	84.8%



Water and Sewer Fund

	FY 2012-2013 BUDGET		FY 2012-2013 Y-T-D ACTUAL		FY 2011-2012 Y-T-D	
REVENUE						
Water Sales	\$ 1,590,642	92.0%	\$ 1,243,468	78.2%	\$ 1,208,666	81.9%
Sewer Sales	1,612,000	92.0%	1,521,621	94.4%	1,361,228	88.3%
Connection & Platting	2,500	92.0%	675	27.0%	825	33.0%
Customer Fees	43,300	92.0%	44,599	103.0%	42,474	98.1%
Tapping Fees	16,000	92.0%	13,313	83.2%	8,681	41.3%
Miscellaneous	48,800	92.0%	8,301	17.0%	38,629	241.4%
TOTAL REVENUE	\$ 3,313,242	92.0%	\$ 2,831,978	85.5%	\$ 2,660,503	85.8%
EXPENDITURES						
Business Office	630,599	92.0%	518,050	82.2%	476,402	80.3%
Water System	1,157,019	92.0%	870,033	75.2%	864,160	84.2%
Sewer System	1,395,192	92.0%	1,182,886	84.8%	1,074,039	75.4%
Storm Water	367,771	92.0%	195,099	53.1%	248,795	72.5%
TOTAL EXPENDITURES	\$ 3,550,581	92.0%	\$ 2,766,069	77.9%	\$ 2,663,396	78.6%



Community Center Fund

	FY 2012-2013 BUDGET		FY 2012-2013 Y-T-D ACTUAL		FY 2011-2012 Y-T-D	
REVENUE						
Hotel/Motel Taxes	75,746	92.0%	76,638	101.2%	64,004	96.0%
RENTAL FEES:						
Community Center	47,620	92.0%	38,797	81.5%	41,577	86.6%
Conference Center	26,433	92.0%	27,871	105.4%	26,634	102.4%
Miscellaneous:						
CDBG Grant	-		-		-	
CPS Energy Rebate	-		-		-	
TOTAL REVENUE	\$ 149,799	92.0%	\$ 143,306	95.7%	\$ 132,215	94.0%
TOTAL EXPENDITURES	\$ 144,714	92.0%	\$ 121,099	83.7%	\$ 105,141	78.0%



Street Maintenance Sales Tax

	Actual FY 2011	Actual FY 2012	Budget FY 2013	Actual FY 2013
Revenues	429,403	443,738	439,560	352,683
Transfers In	-			
TOTAL REVENUES	429,403	443,738	439,560	352,683
Expenditures	500,431	546,311	830,254	10,720
TOTAL EXPENDITURES	500,431	546,311	830,254	10,720
FUND BALANCE	504,272	401,699	11,005	743,662

FINANCIAL STATEMENT - UNAUDITED

AS OF:AUGUST 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

AD VALOREM TAXES	3,086,388.00	22,271.55	0.00	3,143,505.02	0.00	(57,117.02)	101.85
SALES TAXES	1,793,342.00	189,341.64	0.00	1,429,893.52	0.00	363,448.48	79.73
FRANCHISE FEES	725,827.00	159,209.93	0.00	692,840.97	0.00	32,986.03	95.46
LICENSE, PERMITS, FEES, FINE	1,026,965.00	70,364.67	0.00	953,569.70	0.00	73,395.30	92.85
MISCELLANEOUS	<u>120,243.00</u>	<u>4,878.60</u>	<u>0.00</u>	<u>344,957.59</u>	<u>0.00</u>	<u>(224,714.59)</u>	<u>286.88</u>
TOTAL REVENUE	6,752,765.00	446,066.39	0.00	6,564,766.80	0.00	187,998.20	97.22
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Business Office							

PERSONNEL SERVICES	74,991.00	7,873.77	0.00	65,206.79	0.00	9,784.21	86.95
SUPPLIES	6,230.00	2,507.08	0.00	6,438.68	83.03	(291.71)	104.68
CONTRACTUAL SERVICES	<u>85,090.00</u>	<u>(1,112.50)</u>	<u>0.00</u>	<u>62,980.09</u>	<u>0.00</u>	<u>22,109.91</u>	<u>74.02</u>
TOTAL Business Office	166,311.00	9,268.35	0.00	134,625.56	83.03	31,602.41	81.00
Finance							

PERSONNEL SERVICES	132,072.00	14,286.01	0.00	120,674.52	0.00	11,397.48	91.37
SUPPLIES	6,800.00	1.41	0.00	4,525.66	101.95	2,172.39	68.05
CONTRACTUAL SERVICES	<u>75,575.00</u>	<u>7,763.13</u>	<u>0.00</u>	<u>58,890.40</u>	<u>0.00</u>	<u>16,684.60</u>	<u>77.92</u>
TOTAL Finance	214,447.00	22,050.55	0.00	184,090.58	101.95	30,254.47	85.89
City Manager & Council							

PERSONNEL SERVICES	178,673.00	22,687.37	0.00	165,408.78	0.00	13,264.22	92.58
SUPPLIES	14,600.00	470.36	0.00	11,723.80	336.50	2,539.70	82.60
CONTRACTUAL SERVICES	<u>113,354.00</u>	<u>9,710.68</u>	<u>0.00</u>	<u>82,793.56</u>	<u>0.00</u>	<u>30,560.44</u>	<u>73.04</u>
TOTAL City Manager & Council	306,627.00	32,868.41	0.00	259,926.14	336.50	46,364.36	84.88
Police Administration							

PERSONNEL SERVICES	211,899.00	23,269.26	0.00	189,856.76	317.00	21,725.24	89.75
SUPPLIES	1,900.00	(1,792.32)	0.00	2,607.45	66.04	(773.49)	140.71
CONTRACTUAL SERVICES	<u>31,597.00</u>	<u>411.01</u>	<u>0.00</u>	<u>27,822.78</u>	<u>0.00</u>	<u>3,774.22</u>	<u>88.06</u>
TOTAL Police Administration	245,396.00	21,887.95	0.00	220,286.99	383.04	24,725.97	89.92

FINANCIAL STATEMENT - UNAUDITED

AS OF:AUGUST 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Police Crime Prevention							

TOTAL Police Crime Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Police Patrol							

PERSONNEL SERVICES	1,154,878.00	113,276.39	0.00	948,245.81	157.00	206,475.19	82.12
SUPPLIES	82,900.00	5,188.07	0.00	57,266.24	0.00	25,633.76	69.08
CONTRACTUAL SERVICES	9,700.00	6,029.89	0.00	25,047.11	0.00	15,347.11	258.22
TOTAL Police Patrol	1,247,478.00	124,494.35	0.00	1,030,559.16	157.00	216,761.84	82.62
Police Communications							

PERSONNEL SERVICES	271,968.00	24,370.88	0.00	220,455.10	0.00	51,512.90	81.06
SUPPLIES	1,025.00	41.41	0.00	776.59	23.72	224.69	78.08
CONTRACTUAL SERVICES	4,400.00	2,182.00	0.00	3,010.63	0.00	1,389.37	68.42
TOTAL Police Communications	277,393.00	26,594.29	0.00	224,242.32	23.72	53,126.96	80.85
Police Investigations							

PERSONNEL SERVICES	289,736.00	30,123.13	0.00	261,724.60	0.00	28,011.40	90.33
SUPPLIES	2,100.00	0.00	0.00	492.88	20.77	1,586.35	24.46
CONTRACTUAL SERVICES	4,950.00	14.25	0.00	1,867.79	0.00	3,082.21	37.73
TOTAL Police Investigations	296,786.00	30,137.38	0.00	264,085.27	20.77	32,679.96	88.99
Police Narcotics TF							

PERSONNEL SERVICES	75,249.00	9,174.88	0.00	70,497.83	0.00	4,751.17	93.69
CONTRACTUAL SERVICES	136.00	3.75	0.00	81.45	0.00	54.55	59.89
TOTAL Police Narcotics TF	75,385.00	9,178.63	0.00	70,579.28	0.00	4,805.72	93.63
Police Reserves							

TOTAL Police Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Administration							

PERSONNEL SERVICES	219,810.00	8,462.30	0.00	145,044.55	0.00	74,765.45	65.99
SUPPLIES	4,914.00	1,261.83	0.00	4,819.49	17.32	77.19	98.43
CONTRACTUAL SERVICES	37,817.00	2,193.79	0.00	31,255.48	0.00	6,561.52	82.65
CAPITAL OUTLAY	39,000.00	15,259.00	0.00	20,409.88	0.00	18,590.12	52.33
TOTAL Fire Administration	301,541.00	27,176.92	0.00	201,529.40	17.32	99,994.28	66.84

FINANCIAL STATEMENT - UNAUDITED

AS OF: AUGUST 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Fire Reserves							

TOTAL Fire Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire Operations							

PERSONNEL SERVICES	1,633,702.00	176,933.48	0.00	1,491,022.07	0.00	142,679.93	91.27
SUPPLIES	31,237.00	2,626.13	0.00	19,052.36	2,525.76	9,658.88	69.08
CONTRACTUAL SERVICES	67,891.00	2,877.62	0.00	68,378.18	0.00	487.18	100.72
CAPITAL OUTLAY	67,508.00	3,873.63	0.00	49,148.00	0.00	18,360.00	72.80
TOTAL Fire Operations	1,800,338.00	186,310.86	0.00	1,627,600.61	2,525.76	170,211.63	90.55
Fire Prevention							

TOTAL Fire Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fire EMS							

SUPPLIES	40,634.00	1,505.61	0.00	32,120.61	5,875.74	2,637.65	93.51
CONTRACTUAL SERVICES	72,420.00	3,054.93	0.00	62,533.41	0.00	9,886.59	86.35
CAPITAL OUTLAY	0.00	0.00	0.00	30,847.05	0.00	30,847.05	0.00
TOTAL Fire EMS	113,054.00	4,560.54	0.00	125,501.07	5,875.74	18,322.81	116.21
Public Works M&O							

PERSONNEL SERVICES	699,963.00	69,013.96	0.00	594,263.47	0.00	105,699.53	84.90
SUPPLIES	152,300.00	18,363.93	0.00	97,591.40	1,123.91	53,584.69	64.82
CONTRACTUAL SERVICES	210,000.00	16,217.85	0.00	185,955.46	0.00	24,044.54	88.55
CAPITAL OUTLAY	49,500.00	0.00	0.00	32,389.74	0.00	17,110.26	65.43
TOTAL Public Works M&O	1,111,763.00	103,595.74	0.00	910,200.07	1,123.91	200,439.02	81.97
Public Works Construction							

TOTAL Public Works Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Development							

PERSONNEL SERVICES	182,218.00	14,668.34	0.00	137,644.83	0.00	44,573.17	75.54
SUPPLIES	8,000.00	680.80	0.00	8,089.06	83.03	172.09	102.15
CONTRACTUAL SERVICES	120,252.00	10,619.45	0.00	115,099.13	0.00	5,152.87	95.71
TOTAL Community Development	310,470.00	25,968.59	0.00	260,833.02	83.03	49,553.95	84.04

FINANCIAL STATEMENT - UNAUDITED

AS OF:AUGUST 31ST, 2013

100-General Fund
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
Economic Development							

PERSONNEL SERVICES	114,814.00	12,659.15	0.00	102,440.00	0.00	12,374.00	89.22
SUPPLIES	1,339.00	62.71	0.00	1,338.21	83.03 (82.24)	106.14
CONTRACTUAL SERVICES	<u>8,604.00</u>	<u>2,464.23</u>	<u>0.00</u>	<u>8,853.72</u>	<u>0.00 (</u>	<u>249.72)</u>	<u>102.90</u>
TOTAL Economic Development	124,757.00	15,186.09	0.00	112,631.93	83.03	12,042.04	90.35
Special Events							

SUPPLIES	<u>17,599.00</u>	<u>0.00</u>	<u>0.00</u>	<u>10,556.53</u>	<u>201.95</u>	<u>6,840.52</u>	<u>61.13</u>
TOTAL Special Events	17,599.00	0.00	0.00	10,556.53	201.95	6,840.52	61.13
Parks & Recreation							

PERSONNEL SERVICES	81,940.00	8,013.52	0.00	51,078.41	0.00	30,861.59	62.34
SUPPLIES	15,000.00	1,735.88	0.00	14,964.13	0.00	35.87	99.76
CONTRACTUAL SERVICES	<u>15,000.00</u>	<u>1,391.62</u>	<u>0.00</u>	<u>10,441.12</u>	<u>0.00</u>	<u>4,558.88</u>	<u>69.61</u>
TOTAL Parks & Recreation	111,940.00	11,141.02	0.00	76,483.66	0.00	35,456.34	68.33
Library							

PERSONNEL SERVICES	202,437.00	25,878.90	0.00	186,587.41	0.00	15,849.59	92.17
SUPPLIES	21,344.00	2,625.19	0.00	7,834.40	17.32	13,492.28	36.79
CONTRACTUAL SERVICES	30,530.00	5,554.00	0.00	28,140.00	0.00	2,390.00	92.17
CAPITAL OUTLAY	<u>564,910.00</u>	<u>72,959.92</u>	<u>0.00</u>	<u>357,381.95</u>	<u>0.00</u>	<u>207,528.05</u>	<u>63.26</u>
TOTAL Library	819,221.00	107,018.01	0.00	579,943.76	17.32	239,259.92	70.79
*** TOTAL EXPENDITURES ***							
	7,540,506.00	757,437.68	0.00	6,293,675.35	11,034.07	1,235,796.58	83.61
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *							
	(787,741.00 (311,371.29)	0.00	271,091.45 (11,034.07 (1,047,798.38)	133.01
	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
=====							
OTHER SOURCES/USES	<u>17,216.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200,000.00</u>	<u>0.00 (</u>	<u>182,784.00)</u>	<u>161.71</u>
TOTAL OTHER SOURCES/USES	17,216.00	0.00	0.00	200,000.00	0.00 (182,784.00)	(161.71)
NET GAIN OR (LOSS)							
	(770,525.00 (311,371.29)	0.00	471,091.45 (11,034.07 (1,230,582.38)	
	=====	=====	=====	=====	=====	=====	
*** END OF REPORT ***							

FINANCIAL STATEMENT - UNAUDITED

AS OF:AUGUST 31ST, 2013

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

MISCELLANEOUS	48,800.00	(54,710.44)	0.00	8,301.33	0.00	40,498.67	17.01
WATER SALES	1,590,642.00	143,890.38	0.00	1,243,468.03	0.00	347,173.97	78.17
SEWER SALES	1,612,000.00	146,985.64	0.00	1,521,620.94	0.00	90,379.06	94.39
CONNECTION & PLATTING	2,500.00	75.00	0.00	675.00	0.00	1,825.00	27.00
CUSTOMER FEES	43,300.00	3,913.21	0.00	44,599.43	0.00	(1,299.43)	103.00
TAPPING FEES	<u>16,000.00</u>	<u>1,533.30</u>	<u>0.00</u>	<u>13,313.44</u>	<u>0.00</u>	<u>2,686.56</u>	<u>83.21</u>
TOTAL REVENUE	3,313,242.00	241,687.09	0.00	2,831,978.17	0.00	481,263.83	85.47
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Business Office							

PERSONNEL SERVICES	506,992.00	57,144.66	0.00	444,749.01	0.00	62,242.99	87.72
SUPPLIES	33,769.00	2,535.19	0.00	13,844.18	77.15	19,847.67	41.23
CONTRACTUAL SERVICES	<u>89,838.00</u>	<u>999.62</u>	<u>0.00</u>	<u>59,379.94</u>	<u>0.00</u>	<u>30,458.06</u>	<u>66.10</u>
TOTAL Business Office	630,599.00	60,679.47	0.00	517,973.13	77.15	112,548.72	82.15
Water System							

PERSONNEL SERVICES	325,763.00	34,802.87	0.00	299,900.88	0.00	25,862.12	92.06
SUPPLIES	87,000.00	4,077.88	0.00	71,170.26	17.32	15,812.42	81.82
CONTRACTUAL SERVICES	476,164.00	23,961.43	0.00	478,676.27	0.00	(2,512.27)	100.53
CAPITAL OUTLAY	<u>268,092.00</u>	<u>(10,664.00)</u>	<u>0.00</u>	<u>20,268.66</u>	<u>0.00</u>	<u>247,823.34</u>	<u>7.56</u>
TOTAL Water System	1,157,019.00	52,178.18	0.00	870,016.07	17.32	286,985.61	75.20
Sewer System							

PERSONNEL SERVICES	125,905.00	11,008.01	0.00	106,742.54	0.00	19,162.46	84.78
SUPPLIES	15,000.00	0.00	0.00	23.36	0.00	14,976.64	0.16
CONTRACTUAL SERVICES	<u>1,254,287.00</u>	<u>225,709.75</u>	<u>0.00</u>	<u>1,076,120.05</u>	<u>0.00</u>	<u>178,166.95</u>	<u>85.80</u>
TOTAL Sewer System	1,395,192.00	236,717.76	0.00	1,182,885.95	0.00	212,306.05	84.78

FINANCIAL STATEMENT - UNAUDITED

AS OF:AUGUST 31ST, 2013

200-Water & Sewer
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
<hr/>							
Construction							

TOTAL Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
Storm Water							

PERSONNEL SERVICES	178,771.00	21,695.60	0.00	170,449.03	0.00	8,321.97	95.34
SUPPLIES	23,500.00	223.74	0.00	2,934.30	0.00	20,565.70	12.49
CONTRACTUAL SERVICES	165,500.00	7,491.34	0.00	21,215.75	0.00	144,284.25	12.82
CAPITAL OUTLAY	0.00	500.00	0.00	500.00	0.00	500.00	0.00
TOTAL Storm Water	367,771.00	29,910.68	0.00	195,099.08	0.00	172,671.92	53.05
<hr/>							
*** TOTAL EXPENDITURES ***	3,550,581.00	379,486.09	0.00	2,765,974.23	94.47	784,512.30	77.90
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES *	(237,339.00)	(137,799.00)	0.00	66,003.94	(94.47)	(303,248.47)	127.77
	=====	=====	=====	=====	=====	=====	=====
<hr/>							
OTHER FINANCING SOURCES (USES)							
=====							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<hr/>							
NET GAIN OR (LOSS)	(237,339.00)	(137,799.00)	0.00	66,003.94	(94.47)	(303,248.47)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF: AUGUST 31ST, 2013

710-Community Center
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							

TAXES	75,746.00	7,239.02	0.00	76,637.85	0.00	(891.85)	101.18
FEEES	<u>74,053.00</u>	<u>2,570.00</u>	<u>0.00</u>	<u>66,668.00</u>	<u>0.00</u>	<u>7,385.00</u>	<u>90.03</u>
TOTAL REVENUE	149,799.00	9,809.02	0.00	143,305.85	0.00	6,493.15	95.67
	=====	=====	=====	=====	=====	=====	=====
EXPENDITURE SUMMARY							

Community Center Operations							

PERSONNEL SERVICES	82,164.00	5,424.63	0.00	74,613.55	0.00	7,550.45	90.81
SUPPLIES	5,400.00	241.96	0.00	2,101.79	2,139.84	1,158.37	78.55
CONTRACTUAL SERVICES	<u>57,150.00</u>	<u>5,581.27</u>	<u>0.00</u>	<u>42,243.83</u>	<u>0.00</u>	<u>14,906.17</u>	<u>73.92</u>
TOTAL Community Center Operations	144,714.00	11,247.86	0.00	118,959.17	2,139.84	23,614.99	83.68
Visitor Services							

TOTAL Visitor Services	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
*** TOTAL EXPENDITURES ***							
	<u>144,714.00</u>	<u>11,247.86</u>	<u>0.00</u>	<u>118,959.17</u>	<u>2,139.84</u>	<u>23,614.99</u>	<u>83.68</u>
	=====	=====	=====	=====	=====	=====	=====
** REVENUE OVER (UNDER) EXPENDITURES **	5,085.00	(1,438.84)	0.00	24,346.68	(2,139.84)	(17,121.84)	336.71-
	=====	=====	=====	=====	=====	=====	=====
OTHER FINANCING SOURCES (USES)							
=====							
TOTAL OTHER SOURCES/USES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET GAIN OR (LOSS)							
	5,085.00	(1,438.84)	0.00	24,346.68	(2,139.84)	(17,121.84)	
	=====	=====	=====	=====	=====	=====	

*** END OF REPORT ***

FINANCIAL STATEMENT - UNAUDITED

AS OF:AUGUST 31ST, 2013

720-Street Maintenance Tax
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	PRIOR YEAR PO ADJUST.	Y-T-D ACTUAL	Y-T-D ENCUMBRANCE	BUDGET BALANCE	% OF BUDGET
REVENUE SUMMARY							
Revenues	439,560.00	47,328.90	0.00	352,682.27	0.00	86,877.73	80.24
TOTAL REVENUE	439,560.00	47,328.90	0.00	352,682.27	0.00	86,877.73	80.24
EXPENDITURE SUMMARY							
Street Maintenance Tax							
CONTRACTUAL SERVICES	830,254.00	1,190.25	0.00	10,719.89	0.00	819,534.11	1.29
TOTAL Street Maintenance Tax	830,254.00	1,190.25	0.00	10,719.89	0.00	819,534.11	1.29
*** TOTAL EXPENDITURES ***	830,254.00	1,190.25	0.00	10,719.89	0.00	819,534.11	1.29
** REVENUE OVER (UNDER) EXPENDITURES *	(390,694.00)	46,138.65	0.00	341,962.38	0.00	(732,656.38)	187.53
OTHER FINANCING SOURCES (USES)							
TOTAL OTHER SOURCES/USES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET GAIN OR (LOSS)	(390,694.00)	46,138.65	0.00	341,962.38	0.00	(732,656.38)	

*** END OF REPORT ***