



**CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Monday, February 4, 2019

MINUTES

1. **8:00 PM** Call to Order and Determine a Quorum is Present.

Attendee Name	Organization	Title	Status	Arrived
Chris Riley	City of Leon Valley	Mayor	Present	
Monica Alcocer	City of Leon Valley	Mayor Pro Tem	Present	
David Edwards	City of Leon Valley	Council Place 1	Present	
Catherine Rodriguez	City of Leon Valley	Council Place 2	Present	
Benny Martinez	City of Leon Valley	Council Place 4	Present	
David Jordan	City of Leon Valley	Council Place 5	Present	

Also present was City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Denise Frederick, LVFD Michael Naughton, Planning & Zoning Director Brandon Melland, LVPD Chief Joseph Salvaggio, Public Works Director Melinda Moritz and Assistant Public Works Director David Dimaline and LVPD staff.

Mayor Riley informed everyone that due to the first meeting in January being cancelled for the holidays, the February 5th City Council agenda was very full. In an effort to lighten that agenda City Council is meeting this evening in a Special meeting to address some of those agenda items so that meeting will not be so long.

Citizens to Be Heard

None

Announcements by the Mayor and Council Members

- Councilor David Edwards thanked everyone for coming to the previous workshop and to this Special workshop.
- Councilor Catherine Rodriguez thanked Eric from the fire department and the fire department for allowing her to participate in the preparations for their tower climb.
- Councilor Monica Alcocer reiterated thanks to Brandon for the presentation at the six o'clock session and the question and answer period. It was very helpful and informative.
- Councilor Benny Martinez thanked everyone for being here tonight; fantastic Town Hall meeting and hopefully we gained information about what the people want.
- Councilor David Jordan thanked everyone for coming out tonight and reiterate that it was

great seeing everyone at the Town Hall meeting, and see all the people we represent and to hear their voices; grateful to be a City Council person at this time; thanked the City staff for the hard work they do each and every day to make sure we have the information we need and that the citizens are informed to the best of their knowledge; thank you very much.

- Mayor Riley “ditto to what everybody said” I had my Town Hall meeting thanks to the City staff and to the whole team that put on an excellent Town Hall meeting and I look forward to the report from Dr. Romero.

Mayor Riley said if there were no objections, she would like to move Item 5.4 up on the agenda as there are people present for this item. There were no objections.

Discussion and Possible Action on a Resolution Appointing Members to the Economic and Community Development Advisory Committee (M&C # 2019-02-04-06 S. Passailaigue)

Mayor Riley announced that there were three vacancies on the Economic and Community Advisory Committee but that she had received four applications. Mayor Riley made a suggestion to amend the committee to include two alternate positions. City Manager Kelly Kuenstler agreed and said that could be brought back at the next City Council agenda for consideration. Mayor Riley said she would like to place Olen Yarnell as an alternate and that he would not need to reapply, once the amendment was approved.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Catherine Rodriguez to appoint the first three applicants in the order received to the Economic and Community Development Advisory Committee; and moving Mr. Olen Yarnell into the position of alternate once the committee has been amended to create the position; noting that he would not need to re-apply.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	Catherine Rodriguez, Council Place 2
AYES:	Alcocer, Edwards, Rodriguez, Martinez, Jordan

Ordinance

Discussion and Possible Action on a Budget Adjustment to fund Signage Reimbursement for 6838 Bandera Rd or Office Furniture Liquidations (1st Read was Held on 01-15-19) (M&C # 2019-02-04-01 K. Kuenstler)

City Manager Kelly Kuenstler presented this item seeking City Council consideration of a partial signage reimbursement for the property located at 6838 Bandera Road or Office Furniture Liquidations. Since the property was purchased, several improvements have been made to the building.

City Manager Kuenstler concluded her presentation saying that the total request amount for half of the sign cost is \$9,691.00. The funding would come from the Economic &

Community Development Sales Tax. The total cost of the sign is \$19,382.00.

Property owner Mr. Peter Marquardt and tenant Erik Darmstetter were present for questions. Mr. Darmstetter invited everyone to their February 28th Grand Opening from 4:00 p.m. to 8:00 p.m.

A motion was made by Councilor Monica Alcocer and seconded by Councilor David Jordan to adopt the budget adjustment as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	David Jordan, Council Place 5
AYES:	Alcocer, Edwards, Rodriguez, Martinez, Jordan

Discussion and Possible Action on an Ordinance Authorizing a Budget Adjustment for the FY2018-2019 General Fund Police Department Red light Camera Tier I and Tier II Budget in the Amount of \$232,302; and Authorizing a Budget Adjustment in the Amount of \$79,897 Out of the Police Forfeiture Fund (1st Read was Held on 01-15-19) (M&C # 2019-02-04-02 J. Salvaggio)

LVPD Chief Joseph Salvaggio presented the proposed ordinance which if adopted would authorize a budget adjustment in the amount of \$232,302 for the Fiscal Year 2018-2019 Police General Fund Photographic Traffic Control System Tier I and Tier II Program Budget, and authorize \$79,897 in additional expenditures from the Police Federal Forfeiture Fund.

Chief Salvaggio noted several reasons the budget adjustment was needed: First, the City Council voted to add three additional photographic traffic control systems to the program. This will bring the total number of cameras to fourteen (14). It is expected that the cameras would be installed and operational by March 15, 2018; the second is for \$64,305 from the Photographic Traffic Control System Tier II Traffic Safety Program to provide additional funds to create a detective investigator position and purchase a vehicle for \$35,000 for the investigator to handle the increases in hit and run accidents; the third reason we are seeking a budget adjustment is due to an increase in our cost for our mobile digital terminals (patrol car computers) and cell phones. There was a Congressional mandate after the 9-11 attacks to provide a dedicated phone line for first responders. This dedicated line is meant to provide uninterrupted cell phone services to ensure that the phone systems don't get overloaded during an emergency, keeping first responders from being able to communicate with each other or to call in emergency resources. This First Net system went on-line in late Fiscal Year 2018, and it guarantees call priority to first responder systems. The cost for the First Net system for fourteen (14) mobile digital terminals and eleven (11) cell phones is \$1,042.00 per month, for a total of \$12,504. Due to the impending changes and unknown costs of the First Net system, the police department only budgeted \$4,000 in the FY2019 General Fund budget for telephones. Of the \$8,504 balance, \$2,664 should be charged to the General Fund Photographic Traffic Control Tier II budget, and the remaining \$5,840

should be charged to the Police Federal Forfeiture Fund to pay for the additional costs of the First Net systems; the fourth reason for this budget adjustment is to purchase a new vehicle for the Police Departments Arson Investigations Unit. The Arson Investigations Unit was recently absorbed under the police department. The Arson Investigations Chief Investigator's vehicle broken down in Fiscal Year 2018 and was sold at auction. We are requesting \$37,000 to purchase a new police interceptor truck, and another \$13,000 for equipment (radio, bed cover, lights and graphics). The monies for this adjustment should come out of the Police Federal Forfeiture Funds; the fifth reason we are seeking a budget adjustment is to cover the added expenses for the postage and certified letters required for the impound lot. The projected cost for sending out certified letters for all cars in our possession for more than two days should be approximately \$8,000 above what was initially projected. The monies for this adjustment should come out of the Police Federal Forfeiture Funds; and the last budget adjustment item is due to the unexpected repairs of the air conditioning systems in the police department. All four compressors had to be replaced in the four cooling systems. While part of the repairs was covered by warranty, the police department incurred emergency repair costs of \$16,057. We are requesting authorization to expend an additional \$16,057 from the Police Forfeiture Fund to cover those costs.

Chief Salvaggio concluded his presentation saying that the fiscal impact of this budget adjustment was that the three additional red-light camera systems should bring \$159,900 in monies to the General Fund from the citation fees and fines. The new expenses with adding those camera systems is Tier 1 costs for the new systems is \$99,750. We are requesting to spend \$30,583 to add a part time Municipal Court prosecutor and a part time officer, in additional Tier 1 costs. In Tier 2 costs, we request adding \$64,305 for a new Traffic Investigator Detective, \$35,000 for a new vehicle for that investigator, and \$2,664 for the First Net system, for a total General Fund budget adjustment of \$232,302. In addition, we are requesting authorization to spend \$79,897 to pay for the new Arson Investigation Chief's vehicle, additional postage for certified letters for the impound lot, the remaining balance of the First Net System, and the cost of repairing the air condition systems in the police department. This cost will be taken out of the Federal Forfeiture Funds currently on hand.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Catherine Rodriguez to adopt the ordinance as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	Catherine Rodriguez, Council Place 2
AYES:	Alcocer, Edwards, Rodriguez, Martinez, Jordan

5. **REGULAR AGENDA**

Presentation, Discussion, and Possible Action to Consider Approval of a Resolution Resolving to Apply for a Congestion Mitigation and Air Quality Program (CMAQ) Reimbursable Federal Funding Program, Through the Alamo Area Metropolitan Planning Organization (MPO), to Construct a Hike and Bike Trail, from Bandera Road to Evers Road, and Pledging a 30% Funding Match. (M&C # 2019-02-04-03 M. Moritz)

Public Works Director Melinda Moritz presented this item seeking City Council approval of a proposed resolution, to apply for a Congestion Mitigation and Air Quality Program (CMAQ) reimbursable federal funding program, through the Alamo Area Metropolitan Planning Organization (MPO), to construct a Hike and Bike Trail, from Bandera Road to Evers Road, and pledging a 30% funding match.

Public Works Director Moritz went over the three options that she presented on January 15, 2019 and reminded everyone that all four options would end up connecting to the existing trail in Raymond Rimkus Park, which would be reconstructed to meet regulations. These reimbursement programs are typically 80/20 matching construction funds, with the Federal Highway Administration and the State paying 80% and the City paying 20%. More points are given towards approval of a project in which the entity pledges to provide a higher than 20% match of funds. We are proposing a 30% pledge. An Opinion of Probable Cost will be developed, based on the option chosen by the City Council. The City would be responsible for 30% of construction costs and all costs for engineering, which are typically 10-12% of the construction costs.

- Larry Proffitt said that the option presented here tonight was the wrong option; not the option chosen at the Town Hall Meeting.
 - Public Works Director Moritz stated that the PowerPoint shown here this evening is the same as shown at the Town Hall Meeting. Same Option. Members of City Council concurred.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	David Edwards, Council Place 1
AYES:	Alcocer, Edwards, Rodriguez, Martinez, Jordan

Presentation and Discussion on an Ordinance Authorizing the Lowest Responsive Bid; and Authorizing the Execution of an Agreement in the Amount of \$278,400.00 With NG Painting, LP, with 15% Contingency, for the Grass Hill Ground Storage Tank Painting and Rehabilitation Project (1st Reading as Required by City Charter) (M&C # 2019-02-04-04 D. Dimaline)

Assistant Public Works Director David Dimaline presented this item seeking City Council consideration to award a bid in the amount of \$278,400.00 and authorize the City Manager to enter into a contract with NG Painting, LC for the purpose of painting and rehabilitating the Grass Hill ground storage tank.

Assistant Public Works Director Dimaline gave some background saying the Grass Hill ground storage tank was constructed in 1977. The tank is constructed of welded steel and holds 750,000 gallons of potable water. Records indicate that the ground storage tank was rehabilitated over 20 years ago. An inspection was conducted in April of 2018 by HOT Inspection Services. The condition of the tank was evaluated and a report was provided including recommendations and cost estimates for rehabilitating the tank. The report concluded that the tank can be overcoated on the exterior and rehabilitated on the interior to add another full life cycle of 18-20 years. Modifications to the ladders and vent systems will also be made per TCEQ requirements. Exterior work will include cleaning and painting the exterior with an overcoat system. The interior work will include cleaning and painting the interior with a 2-coat epoxy system, grinding and corrosion repairs, replacing the roof vent, access ladder modifications, replace caulking, gaskets and bolts.

The bid opening was held on January 15, 2019 and a total of 9 companies submitted bids. LNV Engineers reviewed each of the bid submittals, and they recommend awarding the construction contract for the Grass Hill Ground Storage Tank Painting and Rehabilitation Project to the second lowest and more qualified bidder, NG Painting, LP. It is recommended the City awards the base bid and bid alternative 2 for a total bid amount of \$278,400.00.

D&M Tank, LLC and CTEX Construction Services, LLC did not acknowledge Addendum #1, and Mohon Blasting & Coatings, LLC has only been in existence for 3 years and the Contractor did not provide references for projects of similar size and scope of work dating back five years.

NG Painting, LP has performed over 50 tank rehabilitations in the past five years and is familiar with the Tnemec products specified in this scope of work. NG Painting's bid

amount is under the engineer's estimate of probable construction cost of \$296,618.30.

Assistant Public Works Director Dimaline informed City Council that the estimated budget for this project was \$351,438, with \$296,618 for construction and \$54,820 for engineering, and construction administration. The lowest qualified bid from NG Painting, LP is \$278,400.00. Funds for this project are included in the FY 2018-19 Enterprise Fund Budget utilizing remaining bond funds from 2016 Municipal Water Supply Bond Project. The remaining bond fund balance is \$362,014 (Engineering: \$54,820; Construction: \$ 278,400; Total: \$333,220; Bond Fund Balance: \$362,014)

Assistant Public Works Director Dimaline concluded his presentation saying that City staff recommends that the City Council accepts the lowest qualified bid from NG Painting, LP, and authorize the City Manager to enter into a contract in the amount of \$278,400.00, to construct the Grass Hill Ground Storage Tank Painting and Rehabilitation Project.

Councilor Monica Alcocer said she really appreciated the extra detail from the engineering firm and even more so from Public Works Director Melinda Moritz whose letter was the most professional she had ever seen in response to those whose bids were not selected.

A motion was made by Councilor Monica Alcocer and seconded by Councilor David Jordan to accept the bid as presented. The motion was immediately withdrawn by both as they quickly recalled this being a first read of the ordinance.

RESULT:	FIRST READ
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Presentation and Discussion of an Ordinance Authorizing the Acceptance of a 2018-19 Regional Solid Waste Grant through the Alamo Area Council of Governments; and Authorizing a Budget Adjustment for the General Fund in the Amount of \$24,565 for the Purpose of Purchasing Recycling Stations and Signage for our Parks and City Pools (1st Reading as Required by City Charter) (M&C # 2019-02-04-05 D. Dimaline)

Assistant Public Works Director David Dimaline presented a proposed ordinance seeking City Council authorization and acceptance of an Alamo Area Council of Governments (AACOG) Solid Waste Grant and a budget adjustment in the amount of \$24,565 for the General Fund, to purchase seven recycling stations and signs for our Parks and both City Pools.

Assistant Public Works Director David Dimaline gave a little background on this item saying that the City of Leon Valley applied for the 2018-19 Regional Solid Waste Grants Program, and was awarded the grant in the amount of \$19,149, with a City match of \$5,416, to purchase seven recycling/waste stations, with related signage, for our Parks and City Pools. The stations will increase our recyclable collections and help divert waste from area

landfills. The new stations will include a separate bin for recycling and garbage. Public Works staff will maintain the recycling stations, and empty them as part of our park maintenance schedule. The bins will be purchased from Recycle Away. Similar stations are currently in use in the Boston Metro Transportation subway system and in Yankee Stadium. The budget adjustment amount is \$24,565 from the General Fund balance to the Public Works General Fund. The AACOG grant amount is \$19,149 and will be reimbursed at the completion of the project. The remaining \$5,416 is provided as the City's match.

Assistant Public Works Director David Dimaline concluded his presentation saying it is recommended that the City Council approve an Ordinance authorizing the acceptance of an Alamo Area Council of Government (AACOG) Solid Waste Grant and a budget adjustment in the amount of \$24,565 to the Public Works General Fund budget, to fund the purchase of recycling stations.

RESULT:	FIRST READ
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Citizens to be Heard

None

Adjournment

Mayor Riley announced that the meeting adjourned at 8:43 PM.

These minutes approved by the Leon Valley City Council on the 19th of February, 2019.

APPROVED



CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

