



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, November 19, 2019

MINUTES

6:00 PM Call to Order, Determine a Quorum is Present, Pledge of Allegiance.

Attendee Name	Organization	Title	Status	Arrived
Chris Riley	City of Leon Valley	Mayor	Present	
Monica Alcocer	City of Leon Valley	Mayor Pro-Tem, Council Place 3	Present	
Donna Charles	City of Leon Valley	Council Place 1	Present	
Catherine Rodriguez	City of Leon Valley	Council Place 2	Present	
Matthew Hodde	City of Leon Valley	Council Place 4	Present	
Will Bradshaw	City of Leon Valley	Council Place 5	Excused	

Also present was City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, Public Works Director Melinda Moritz, Public Works Assistant Director David Dimaline, Finance Director Vickie Wallace, Assistant Finance Director Floyd Messick, LVFD Chief Michael Naughton, Assistant Fire Chief Eric Burnside, Deputy Fire Marshal Justin Garcia, LVPD Chief Joseph Salvaggio, LVPD Assistant Chief Ruben Saucedo, Planning & Zoning Director Brandon Melland and various LVPD staff.

Mayor Chris Riley welcomed everyone and asked Councilor Matthew Hodde to lead the Pledge of Allegiance.

Mayor Riley asked for all cell phones to be silenced and that if anyone in the audience needed to speak with their neighbor, they take it to the foyer so they don't disturb the meeting.

Lastly, Mayor Riley reminded everyone that local rules allow citizens input on agenda items and asked that if anyone needed to speak, to please come up to the podium.

PRESENTATIONS

Administration of the Oath of Office to Deputy Fire Marshal Elliott Gangwer (Mayor Chris Riley)

Mayor Riley administered the Oath of Office to Deputy Fire Marshal Elliott Gangwer.

- William Johnson spoke and said he had a problem with the Oath's wording, "I have not pledged anything valuable" and said "Mr. Gangwer has pledged his

life if necessary and not everyone realizes that our Fire and Police Department literally put their lives on the line every time they go out, the wording seemed rather strange to me” he concluded.

RESULT: PRESENTED

Monthly Financial Report Ending October 31, 2019 (Vickie Wallace, Finance Director)

Finance Director Vickie Wallace presented the monthly Financial Report October 2019.

RESULT: PRESENTED

Presentation and Provide Feedback to Staff Regarding the Development of a Request for Proposals for Planning Services to Update the City’s Current Comprehensive Master Plan (M&C # 2019-11-19-01 B. Melland)

Planning & Zoning Director Brandon Melland presented a draft proposal for request for Comprehensive Master Plan Services.

Planning & Zoning Director Melland gave a brief background by saying that most recently, the City updated its Comprehensive Master Plan in January of 2018. The City produced this update, in-house, without the assistance of consultants. This update carried forward the conceptual approaches of previous plans but did not address the physical design of the City or fiscal impact; nor did this update address future land use or transportation to the extent necessary to guide current planning and development initiatives such as major updates to the City’s out dated Zoning Code and the Bandera Road Corridor Plan.

Planning & Zoning Director Melland concluded his presentation by saying that these are critical elements of any Comprehensive Plan and staff believes it imperative that these elements be updated or created. Over the past month, Staff has worked with the Zoning Commission to develop the attached proposed Request for Proposals (RFP). The Zoning Commission recommends the provisions in this RFP and staff seeks final feedback from the Council prior to formal solicitation from potential respondents.

RESULT: PRESENTED

CITY MANAGER'S REPORT

City Manager Kelly Kuenstler reminded everyone that the City Manager’s Report is posted on the website as well as placed on the table in the foyer for all interested. City Manager Kuenstler then supplemented that report with new information with: a) William Cox is ready to present the audit final report but because of the large agenda tonight, I have asked him to push this to December. b) Congratulations to our Finance Department for receiving the Certificate of Achievement for Excellence in Financial Reporting by the GFOA for its comprehensive annual CAFR. This is the highest form of recognition in government accounting. c) Congratulations to Chad Mandry for successfully applying for and receiving the Walmart Community Grant. This is a \$1,000.00 grant award that will be used towards

the Blue Santa Program. d) Bexar County has let us know that their contractors went around last week to mark the locations where the equipment will be installed for the Flood or HALT gates. This is so they can call Utility Locate Services (811) before starting digging operations. They are still not sure when they will start working on Leon Valley but they just alerted us that this part was being done. They are looking at possibly starting the first week of December but that is for all locations. They will give us advance notice before starting any operations in Leon Valley. e) Movies in the Park- we are proposing (through the Pool Committee) that we do Movies at the Pool vs. Movies in the Park- they will begin Memorial weekend, May 23rd- this kick off movie will be "Finding Dory". f) There was a meeting with all the Department Directors to speak about a Succession Plan. The City Manager does not have one and we are going to fix this. We will assign half of the Departments to ACM/HR Director Crystal Caldera and I will appoint a 2nd ACM to oversee the other half of the Departments. There will be a no pay increase; all Directors have been given the opportunity to apply to obtain the experience.

ACM/HR Director Crystal Caldera announced that City Manager Kuenstler was nominated by her region as City Manager of the Year.

Mayor Riley asked if anyone had any questions or comments for the City Manager on her report.

Councilor Donna Charles spoke and said she really likes the idea of a Succession Plan for the City Manager as this is a great opportunity for staff to learn.

Upcoming Important Events:

- Next Regular City Council Meeting Tuesday, December 03, 2019, at 6:00 p.m. in Council Chambers
- City offices will be closed on Thursday, November 28, 2019 and Friday, November 29, 2019, in observance of the Thanksgiving Holiday.
- Annual Christmas Tree Lighting December 2, 2019, at 5:30 p.m. at the Leon Valley Conference Center.
- Annual Breakfast with Santa on December 7, 2019, at the Community Center Sponsored by the Friends of the Leon Valley Public Library and the Leon Valley Public Library from 8:00 a.m. - 10:30 a.m.
- Annual Town Hall Meeting, Saturday, January 25, 2020, from 8:30 a.m. to 12:30 p.m. at the Leon Valley Conference Center.
- Miscellaneous other events and announcements

RESULT:	PRESENTED
----------------	------------------

CITIZENS TO BE HEARD

- Steven Price: spoke about a notice he received yesterday from the Fire Chief asking to remove all BBQ Pits from their property and said it is unfair that residents are being asked to remove them.
 - LVFD Chief Michael Naughton responded and informed Council that this is not a

new ordinance. The ordinance has been in effect for over 25 years and he has made several attempts to get all apartment complexes in compliance with this rule. Chief Naughton explained that the ordinance says that you cannot store nor have a BBQ Pit within 10 feet of a building, stairs and anything combustible. Chief Naughton said that it is not up to the Fire Department to decide where residents can BBQ; he is leaving it up to the apartment complexes to determine a safe non-combustible area.

- William Johnson: spoke on agenda Item 7.2 and disagreed on the caption, "First read was held 11/05/2019", he said there was nothing read.
 - City Secretary Sandra Passailaigue explained that "a read" is when a caption is read for the first time and the Council discusses a first read ordinance.
- Phillip Riddle: informed Council that he subscribed to the Leon Valley Water System and asked if the City was ever to lose power, would his water be affected or is there a backup?
 - City Manager Kuenstler responded and said the City does have backup generators.
- Benny Martinez: spoke regarding moving City Council meetings to an early start time; he said it is unfair to the citizens. He also spoke on agenda Item 8 regarding the Executive Session; he said it does not list the reason for the Executive Session.
 - City Manager Kuenstler informed Council that agenda Item 8 was drawn up by former City Attorney Denise Frederick and hopes that the current City Attorney is already aware of this item as well, "we have two attorney opinions that the item is fine", she said.
- City Manager Kuenstler read aloud a letter from Jacque Conrad expressing her concern regarding the poll which took place to determine the time to begin the City Council meetings- "[...] is this just another attempt to leave the voters and their opinions out?" she asked.
- Leslie Bacon: expressed her concern about what's going on with the City Council and City Manager and asked as to "why and how in a City of 11,000 residents/tax payers you increased your salary over \$30, 000 in one year and write a contract that renews automatically without any input from the City?"
 - City Manager Kuenstler responded and said that her contract is between her and the City Council and if she wants to receive a copy of it, to submit an open records request.

There was a lengthy discussion regarding this topic.

Leslie Bacon asked how much have the tax payers paid for all the investigations that staff continues to instigate.

- City Manager Kuenstler replied and said she wasn't sure regarding her comment for "attorneys that do not come from in-town" but as far as the total amount of fees regarding legal charges, she explained that a pie chart had been prepared and presented during City Council meetings and one was presented during the Financial Report presentation early during this Council meeting.

There was a lengthy discussion regarding this topic.

- Josh Stevens: presented images regarding traffic that the Leon Valley website gets during certain days.
- Richard Blackmore: apologized to ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Manager Kelly Kuenstler, Staff, Councilor Donna Charles, Councilor Catherine Rodriguez, Councilor Monica Alcocer and Councilor Matthew Hodde for his attitude from the last meeting.
- Albert Alcocer: spoke regarding a group of negative people who seem to be the same ones attending City Council meetings.

ANNOUNCEMENTS BY THE MAYOR AND COUNCIL MEMBERS

- Councilor Donna Charles informed everyone that City Council attended the Census 2020 meeting last night and reminded everyone that the Census is just right around the corner and to please plan to participate and share the word with your neighbors. She also attended the Boots and Badges event at Whataburger and said that it was a good event- "A man wrapped up in himself makes a very small bundle".
- Councilor Catherine Rodriguez shared that Boots and Badges was exciting and that it was good to see how all the area Law Enforcement-Blues and Reds get together. "It gives us an opportunity to see who's protecting us in our City", she said.
- Councilor Monica Alcocer informed that she received comments from the community saying that they wished the City had advertised the Boots and Badges event in advance as many wanted to attend. She agreed that the event was nice and said there was a lot of attendance; she saw multiple agencies in attendance as well. "Happy Thanksgiving to everybody, thank you Mr. Riddle for your shirt, smile- you're on candid camera" she concluded.
- Councilor Matthew Hodde greeted everyone and clarified regarding the "Citizens to be Heard"- "[...] the time can be extended to 5 minutes, 3 minutes is simply to try and keep it at a reasonable amount of time [...]", he said. Councilor Hodde informed everyone that he also attended the Boots and Badges event and really enjoyed it, he added that he also attended the Library Board of Trustees Meeting for the first time and the Sign Code Update Advisory Meeting; he thanked all volunteers for their time. He encouraged everyone to "talk to staff" and know that they are "cohesive, helpful and accessible".
- Mayor Riley agreed that Boots and Badges was a great event despite the cold weather and thanked everyone who worked on putting it together, "more publicity would be good", she said. Mayor Riley also admired the Veterans Day Ceremony and thanked Chief Salvaggio and his granddaughter for doing a great job in honoring the Veterans of Leon Valley; Senator Menendez was a guest speaker and she's glad they were able to attend. Mayor Riley emphasized about the Bandera Road Work Group/ TxDOT Meeting which will take place at the Conference Center on December 11, 2019 from 5:00 p.m. to 7:00 p.m.; I received an email from John Marshall High School regarding their In-Kind-Grant application and will read it aloud.

CONSENT AGENDA

A motion was made by Councilor Donna Charles and seconded by Councilor Monica Alcocer to adopt Consent Agenda Items 6.1, 6.2 and 6.3 as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Donna Charles, Council Place 1
SECONDER:	Monica Alcocer, Mayor Pro-Tem, Council Place 3
AYES:	Monica Alcocer, Donna Charles, Catherine Rodriguez, Matthew Hodde
EXCUSED:	Will Bradshaw

Consideration of the Following City Council Minutes:

- a. Regular Meeting- July 16, 2019 6:00 PM
- b. Regular Meeting- August 6, 2019 6:00 PM

Acceptance of Committee Minutes:

- 03-20-2019 Citizens Police Advisory Committee Minutes
- 05-15-2019 Citizens Police Advisory Committee Minutes
- 06-19-2019 Citizens Police Advisory Committee Minutes
- 10-10-2019 Library Board of Trustees Meeting Minutes

A Resolution Approving the Tax Roll for the City of Leon Valley, Texas for the 2019 Tax Year. (M&C # 2019-11-19-02 V. Wallace)

Discuss and Consider Possible Action on an In-Kind Grant Request by John Marshall High School Band for Use of the Leon Valley Community Center at 6427 Evers Road for their 2019 Ram Band Winter Dance - *Item Removed from Consent* (M&C # 2019-11-19-03 M. Mendoza)

ORDINANCE

Discussion and Possible Action on an Ordinance of the City Council of the City of Leon Valley, Texas, Approving the City Manager's Appointment of the Law Firm of Denton Navarro Rocha Bernal & Zech, PC to Provide Legal Services as City Attorney and Designating a City Attorney and Assistant City Attorneys (1st Read was Held 11-05-2019) (M&C # 2019-11-19-04 K. Kuenstler)

City Manager Kelly Kuenstler presented this 2nd read ordinance to approve the City Manager's appointment of the Law Firm of Denton Navarro Rocha Bernal & Zech, PC to provide legal services as City Attorney and designating a City Attorney and Assistant City Attorneys.

City Manager Kuenstler said there were no changes since the 1st read.

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

City Attorney Habib Erkan said that on behalf of the partners and associates of the firm, they are honored to serve the City of Leon Valley. Mr. Erkan also shared a little bit about his professional previous experience with the City of Leon Valley.

City Manager Kuenstler informed Council that the swearing of the Prosecutor and the Attorney will take place at next City Council meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro-Tem, Council Place 3
SECONDER:	Matthew Hodde, Council Place 4
AYES:	Monica Alcocer, Donna Charles, Catherine Rodriguez, Matthew Hodde
EXCUSED:	Will Bradshaw

Discussion and Possible Action on an Ordinance Amending the Leon Valley Code of Ordinances to Possibly Change the City Council Meeting Dates, Duration and Times of the City Council Meetings (1st Read was Held 11-05-2019) (M&C # 2019-11-19-05 Councilor Monica Alcocer and Councilor Matthew Hodde)

Councilor Matthew Hodde proposed having a discussion on this item tonight as a 2nd reading and add a 3rd reading to have Councilor Will Bradshaw present as well.

Councilor Monica Alcocer said that she would like to discuss this item as planned and believes a 3rd reading will not be necessary as this item will go over “a basic request”.

There was discussion on an ordinance amending the Leon Valley Code of Ordinances to change the City Council meeting dates, duration and times of the City Council meetings.

- Lyn Joseph: spoke on Councilor Bradshaw’s desire to have a three (3) hour meeting and asked for someone to check with him and find out if that’s really what he wants. “It sounds like Council wants to streamline everything to where citizens will not have that much capability of input [...]”, she said. She believes Council should give citizens more consideration.
- Drew Power: asked for clarification regarding the times proposed.
- Josh Stevens: made a Google Analytics clarification; “the average saturation and both the bounce rate are not going to be useful at all [...]”, he said.
- Pat Martinez: spoke on Councilor Bradshaw’s right to be present for this item.
- Irene Baldridge: spoke on regular meeting times starting at 7:00 p.m.
- Josh Stevens: read aloud a text message he just received from Councilor Bradshaw, “I wish they would make this more about the citizens and not about me.”
- Kim Crawford: spoke in objection to the term “pre-meeting” and proposed to start the regular meeting at 5:30 p.m.
- William Johnson: spoke in regards to the poll Councilor Bradshaw made for meeting times. “The poll was tailored to focus on Leon Valley community only”, he said.
- Maria Gamboa: spoke on citizens who are interested will attend the meetings.
- Richard Blackmore: spoke on the population of Leon Valley residents who actually participate on City Council meetings, “very few voice their opinion” he said.

Councilor Hodde said he does not believe there’s anything wrong with this proposal. “I don’t think Ms. Alcocer is trying to cut people out, we are just trying to see different options,” he said.

Mayor Riley said she doesn't think there's an issue with the length of the meeting, she believes everyone agrees meetings are too long and need to be shortened. Mayor Riley believes the issue is the start time. She asked what if Council is not done with agenda items by 9:00 p.m.; "do we just carry everything over to the next meeting?", she asked.

Councilor Hodde said that if the agenda is lined up correctly there shouldn't be a problem.

Mayor Riley proposed taking this item to the Town Hall meeting and to obtain more input from the citizens.

There was a lengthy discussion on this item.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Donna Charles to hold all celebratory items and presentations between 5:30 p.m. and 6:00 p.m.; and then hold the meeting until 9:00 p.m. with a maximum of three (3) hours; and for this to begin with the first meeting in December 2019.

Mayor Riley asked when an Executive Session would take place. Councilor Alcocer responded and said an Executive Session would take place right after the regular meeting ends, if the regular meeting ends before 9:00 p.m. or at 5:00 p.m. when people can make it.

- Steven Price: spoke in objection to the start time of celebratory and presentations.
- Olen Yarnell: asked Council how they will catch up on agenda items if those get moved to the next agenda because of the cut off time being 9:00 p.m. Olen Yarnell proposed reducing presentation times to something reasonable.
- Benny Martinez: spoke on the length of tonight's Council meeting packet- "listen to the people, the people are your boss, they want 7:00 p.m. start time," he said.

Mayor Riley asked City Secretary Sandra Passailaigue to take a roll call vote.

City Secretary Passailaigue proceeded with a roll call vote to which the City Council replied: Councilor Donna Charles - Abstained; Councilor Catherine Rodriguez - Aye; Councilor Monica Alcocer - Aye; Councilor Matthew Hodde - Aye; and Councilor Will Bradshaw - Excused.

Mayor Riley announced the motion failed.

RESULT:	DEFEATED [2 TO 1]
MOVER:	Monica Alcocer, Mayor Pro-Tem, Council Place 3
SECONDER:	Donna Charles, Council Place 1
AYES:	Monica Alcocer, Donna Charles
NAYS:	Matthew Hodde
ABSTAIN:	Catherine Rodriguez
EXCUSED:	Will Bradshaw

Presentation, Discussion and Public Hearing on the Amendment of Chapter 15, Zoning Code of the City of Leon Valley Code of Ordinances to Establish a “PD” Planned Development Zoning District and Associated Use and Development Standards. (1st Reading held on November 5, 2019) (M&C # 2019-11-19-06 B. Melland)

Planning & Zoning Director Brandon Melland presented this 2nd read ordinance to amend Chapter 15 of the City’s Zoning Code to establish a Planned Development Zoning District (PD) and Associated Use and Development Standards.

Planning & Zoning Director Melland asked if anyone had any questions about PD.

Mayor Riley asked why the Mixed-Use Development can’t be used and what the difference between both developments is. Planning & Zoning Director Melland said that in regards to the development at Poss Road, the Mixed-Use Zoning classification cannot be used because that classification is very prescriptive, he said that the classification says: “you may use this, provided you do these things [...]”. Mr. Melland continued and said that for a development like the mixed-use project that is proposed, that project needs flexibility.

“Is Specific Use Permits part of this process?” Mayor Riley asked. Planning & Zoning Director Melland replied that Specific Use Permits (SUP) can be a way to authorize one certain use that may not be allowed by right, but an SUP process is only additive.

There was a lengthy discussion regarding this item.

Planning & Zoning Director Melland informed the Council that he amended the presentation and Ordinance and notified everyone that City Attorney Habib Erkan assisted with this Ordinance. Mr. Melland stated that this is a proposed code amendment to establish a PD. Staff is recommending the creation of this new zoning district for the general purpose of providing additional zoning flexibility for future projects while the City is in the process of developing significant revisions to its zoning code that will ultimately provide a more permanent long-term solution to address the complexity of existing and future land uses throughout the City.

Staff is also recommending the creation of a PD District at this time because it is working to provide a creative and responsible method for processing two upcoming development projects which the Zoning Commission has recently been briefed on: the Paradise Car Wash expansion; and a potential high-density mixed-use development project on the 3-acre site tract located at 6758 Poss Road.

Planning and Zoning Director Melland concluded his presentation saying that the Zoning Commission unanimously recommended approval of the establishment of the proposed PD, at their October 8, 2019 meeting.

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro-Tem, Council Place 3
SECONDER:	Catherine Rodriguez, Council Place 2
AYES:	Monica Alcocer, Donna Charles, Catherine Rodriguez, Matthew Hodde
EXCUSED:	Will Bradshaw

Discussion and Possible Action on an Ordinance Amending Chapter 2 Animal Control of the Leon Valley Code of Ordinances and Appendix A Fee Schedule (4th Read - 1st Read was Held on 09-30-2019; 2nd Read was Held 10-15-2019; 3rd was Held on 11-05-2019) (M&C # 2019-11-19-07 J. Salvaggio)

LVPD Chief Joseph Salvaggio asked Council how they would like to proceed with this 4th read to amend Chapter 2 of the City's Animal Control Code of Ordinances and Appendix A Fee Schedule.

Mayor Riley said she had some questions for Chief.

Councilor Donna Charles proposed for Mayor Riley to ask her questions and then vote on the item.

Mayor Riley asked regarding the \$100 Fiscal Impact for Pet Grooming, Kennel and Pet Shop. "Is that up from \$50 for everything to \$100 to \$150-\$150?" she asked.

Jed Hefner clarified that the pages the Mayor is looking at are summaries from Chief's notes. Chief Salvaggio added that those fees did not exist initially and that they are adding Pet Grooming, Pet Kennel and Pet Shop Licenses so that residents can maintain all the requirements that are being proposed.

Mayor Riley asked what criterion will be used for "creating a nuisance" under section "2.01.015; Keeping Animals Other than Dogs, Cats and Horses; 3. The domestic fowl must be kept in a manner that does not allow them to create a nuisance." Chief Salvaggio said that it will be based on sound and smell.

City Attorney Habib Erkan informed Council that a public nuisance is an action or event that offends the reasonable sensibilities of a person whether its odor, sound or light.

Mayor Riley asked if there is a fee for a permit for "Excess Animal" and "Feral Cat Colony". Chief Salvaggio said that he doesn't remember there being a fee but just a permit.

"How often are pet shops and stores inspected?" Mayor Riley asked. Chief Salvaggio

responded that Animal Control relies on spot checks and annual checks.

“What is the difference between a dangerous dog and a vicious animal and why haven’t we seen that in Leon Valley” Mayor Riley asked. Chief Salvaggio said that it is a new provision that was not part of the Leon Valley Ordinance. City Attorney Erkan added that Dangerous Dogs Provisions is in the Texas Health Code and that the distinction is that you cannot have a vicious animal but possibly could have a dangerous dog if you take precautions. Chief Salvaggio presented the definition of a vicious animal and a dangerous dog.

There was a lengthy discussion on this item.

- Lyn Joseph: asked if Animal Control check if cats are chipped as soon as they get picked up.
 - Chief Salvaggio said that he has never heard of a chipped cat and he would need to get with Animal Control Officer Heather Rodriguez in order to answer that question but that dogs are being checked all the time.
- Kim Crawford: spoke and said that the statement about “everyone who has cats and dogs is a breeder” is not true. “Not everyone who has a dog is a professional breeder”, she added.

Chief Salvaggio said that his team will educate citizens and not just give citations; everyone will receive all the information necessary to comply with the law.

A motion was made by Councilor Matthew Hodde and seconded by Councilor Donna Charles to adopt the ordinance as amended.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Matthew Hodde, Council Place 4
SECONDER:	Donna Charles, Council Place 1
AYES:	Monica Alcocer, Donna Charles, Catherine Rodriguez, Matthew Hodde
EXCUSED:	Will Bradshaw

REGULAR AGENDA

Discussion and Possible Action to Consider Swimming Pool Facilities and Operations, and Approval of a Resolution Authorizing the Extension of an Agreement with San Antonio Pool Management Company to Operate and Manage both City Swimming Pool Facilities for the FY 2020 Swim Season (M&C # 2019-11-19-08 M. Moritz)

Public Works Director Melinda Moritz presented this resolution to consider swimming pool facilities and operations and to authorize the extension of an agreement with San Antonio Pool Management Company to operate and manage both City swimming pool facilities for the FY 2020 Swim Season.

Public Works Director Moritz gave a brief background on the item by saying that it was considered at the September 30, 2019 City Council meeting and staff was directed to return

the item to the Pool Advisory Committee (PAC) for their recommendation for operations of both pools for the FY 2020 swim season. In addition to meeting with the Pool Advisory Committee, Staff also met with an architect to assess the conditions at both pool facilities, as a part of the restroom remodel project at the Leon Valley Community Pool facility.

Neither facility is ADA accessible. They both need to be remodeled to bring them into compliance. According to the architect, the Leon Valley Community Pool would cost between \$130,000 - \$180,000 to bring it into compliance and the Forest Oaks Pool facility would cost between \$900,000 to \$1,000,000 to bring that facility into compliance. The City is not required to bring both facilities into compliance immediately, but we must have a plan and budget for that plan.

Staff consulted with the pool management company and they have signaled their willingness to manage one or both pools at whatever duration the Council desires.

Public Works Director Moritz concluded her presentation by saying that on September 11, 2019, the PAC was briefed on the 2019 swim season. The PAC voted to recommend extending the contract with San Antonio Pool Management for the 2020 Swim Season.

- Karen Friedeck: spoke on how much the Forest Oaks pool means to her and provided her ideas regarding renovations and advertisement.

This was followed by a discussion.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Catherine Rodriguez to approve Item 8.1 as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro-Tem, Council Place 3
SECONDER:	Catherine Rodriguez, Council Place 2
AYES:	Alcocer, Charles, Rodriguez, Hodde
EXCUSED:	Bradshaw

Presentation, Discussion, and Public Hearing to Consider Approval of a Resolution to Adopt the 2020 Leon Valley Parks, Recreation, Trails, and Open Space Master Plan (M&C # 2019-11-19-09 M. Moritz)

Mayor Riley pulled this item from the agenda and moved it to the December 3, 2019 agenda.

RESULT:	WITHDRAWN
----------------	------------------

Presentation and Discussion on an Ordinance Amending the Leon Valley Code of Ordinances Appendix A, Fee Schedule, Article A13.000 Zoning Administrative Fees, Establishing Planned Development District Zoning Request Fees. (1st Reading Held on November 5, 2019) (M&C # 2019-11-19-10 B. Melland)

Planning and Zoning Director Brandon Melland presented this 1st read ordinance to amend the City's Code of Ordinances Appendix A, Fee Schedule, Article A13.000 Zoning Administrative Fees, establishing Planned Development District Zoning Request Fees.

Planning and Zoning Director Melland explained that this amendment/addition to the City's Fee Schedule is necessary because the Planned Development District (PD) is a new type of zoning that the fee schedule does not address. Additionally, the PD creation process is more intensive than a standard zone change. Therefore, separate fees are necessary to ensure that City recovers its costs on zone changes involving PD Districts.

The proposed fees are as established in the attached Exhibit A. These fees were generated by looking at peer cities and by analyzing the number of public hearings required for a PD District zoning, compared to standard zone changes.

Planning and Zoning Director Melland concluded his presentation by saying that staff recommends approval as presented.

RESULT:	FIRST READ
----------------	-------------------

Discussion and Placement of Items Approved by the Council Regarding the 2020 Town Hall Agenda (M & C # 2019-11-19-13 K. Kuenstler)

City Manager Kelly Kuenstler asked Council for a final consensus on the 2020 Town Hall meeting agenda.

Mayor Riley asked for clarification on the Water Main Conditions Item. City Manager Kuenstler said that it is her understanding that staff was going to explain to citizens the water structure, the age of the infrastructure, the number of breaks, why they break and what needs to be replaced.

Councilor Monica Alcocer asked to reduce the Home Rule Charter Item to 30 minutes and to increase the time on the Pool Update Item to 30 minutes.

There was a consensus for the prioritization and order of events and they are as follows:

1. Introduction & Procedures - Dr. Francine Romero (5 minutes)
2. Update from 2019 Town Hall Meeting - Kelly Kuenstler, City Manager (10 minutes)
3. Citizens Input on Dates and Times of Council Meetings (10 minutes)
4. Census 2020 Education - Lisa Martin & Rosie Amaya, Co-Chairs (20 minutes)
5. Home Rule Charter Amendment Update - David Jordan, Chair, Home Rule Charter Committee (30 minutes)
6. Comprehensive Analysis of Leon Valley Swimming Pools, Annex and Public Works Regarding ADA Compliance- David Dimaline, Public Works Assistant Director (60 minutes)
7. Bandera Road Update - Halff & Associates (10 minutes)
8. Water Main Conditions - David Dimaline, Public Works Assistant Director (10 minutes)

9. Citizens to be Heard

The following item was moved to the Coffee with the Mayor meeting:

Follow up on El Verde by 2025 & the Reduction in our Carbon Footprint - Melinda Moritz, Public Works Director

City Manager Kuenstler said that she would summarize the Town Hall meeting agenda and if everyone is not on the same page, the item will get placed back on the next agenda to discuss.

RESULT:	PRESENTED
----------------	------------------

Presentation, Discussion and Possible Approval to Amend the Leon Valley Personnel Manual Article 7, Section III, Part 2, Subsection d. (M&C # 2019-11-19-12 K. Kuenstler)

City Manager Kelly Kuenstler presented to propose an amendment to the Leon Valley Personnel Manual Article 7, Section III, Part 2, Subsection d. which reads, all regular employees may accrue up to twice their annual rate of personal leave.

City Manager Kuenstler gave a brief background by saying that Department Directors are encouraged to take time off and find a work life balance; however, there are times when the workload does not allow for extended time off and many Department Directors max out and do not accrue any additional vacation time and are still unable to take time off. Some Department Directors lose accrued personal leave annually.

The amendment will allow FLSA exempt staff, specifically Department Directors to accrue up to 100 additional hours over the allowable maximum at the discretion of the City Manager. The amendment would also allow the City to buy down leave within the constraints of the budget which means that this would become a budget item for consideration next fiscal year.

City Manager Kuenstler concluded her presentation by saying that this policy change is at the discretion of the City Council.

There was a discussion with suggested changes.

Councilor Donna Charles asked if the City has a program where staff could donate hours. City Manager Kuenstler said that the City does have such program.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Catherine Rodriguez to approve Item 8.5 as presented with City Manager's discretion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro-Tem, Council Place 3
SECONDER:	Catherine Rodriguez, Council Place 2
AYES:	Alcocer, Charles, Rodriguez, Hodde
EXCUSED:	Bradshaw

The City Council shall meet in Executive Session Pursuant to Texas Government Code 551.071(2) (Consultation on a Matter In Which the Duty of the Attorney to the Governmental Body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Conflicts with this Chapter). (M&C # 2019-11-19-14 Councilor M. Alcocer and Councilor M. Hodde)

Mayor Riley read the caption out loud and then the Members of City Council went into Executive Session at 11:20 p.m.

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

Mayor Riley reconvened into Open Session at 11:42 p.m.

This item was moved to the December 3, 2019 agenda.

RESULT:	NO ACTION TAKEN
----------------	------------------------

CITIZENS TO BE HEARD


None

ADJOURNMENT

Mayor Riley announced that the meeting adjourned at 11:59 PM.

These minutes approved by the Leon Valley City Council on the 4th of June, 2020.

APPROVED


CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

