



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, March 20, 2018

MINUTES

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

Attendee Name	Organization	Title	Status
Chris Riley	City of Leon Valley	Mayor	Present
Benny Martinez	City of Leon Valley	Mayor Pro Tem	Present
David Edwards	City of Leon Valley	Council Place 1	Present
Belinda Ealy	City of Leon Valley	Council Place 2	Present
Monica Alcocer	City of Leon Valley	Council Place 3	Present
David Jordan	City of Leon Valley	Council Place 5	Present

Also present was City Manager Kelly Kuentler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Denise Frederick, LVPD Chief Joseph Salvaggio, LVFD Chief Luis Valdez, Community Development Planning Technician Christina Garcia, Community Development Permit Technician, Captain Todd Morgan, Special Events/Program Coordinator Maribel Mendoza, Interim Public Works Director David Dimaline, and Assistant Finance Director Ashley Wayman.
Mayor Riley welcomed everyone and led the Pledge of Allegiance.

Mayor Riley asked for all cell phones to be silenced.

PRESENTATIONS

Introduction and Recognition of New Officers Tacquard and Chapman (Mayor Chris Riley and LVPD Chief Joseph Salvaggio)

Mayor Chris Riley and LVPD Chief Joseph Salvaggio presented Administrative Hearing Officer Chad Chapman with a Certificate of Achievement and his badge. Officer Chapman's wife pinned him with his badge and his daughter was present as well.

Administrative Hearing Officer Mike Tacquard was unable to attend this evening.

Bandera Road Groundwater Plume Superfund Site Report (John Hoyt, Community Advisory Group (CAG), Chairman)

Community Advisory Group (CAG) Chairman John Hoyt presented the Bandera Road

Groundwater Plume Superfund Site Report.

Monthly Financial Report-February 2018 (V. Wallace)

Finance Director Vickie Wallace presented the Monthly Financial Report.

Presentation and Discussion on Fiscal Year 2018 Operations of the Police Impound Lot (M&C # 2018-03-20 J. Salvaggio)

LVPD Chief Joseph Salvaggio presented on the status of the Leon Valley Police Department Impound Lot. Chief Salvaggio reported on the period between October 2017 and February 2018 having a: total collected at \$130,280; total expenditures at \$96,946; with a Net Revenue of \$33,334.

RESULT: PRESENTED

CITY MANAGER'S REPORT

Approved Committee Minutes for City Council Review.

- a. **01-23-2018 Zoning Commission Minutes**
- b. **02-08-2018 Park Commission Minutes**
- c. **02-13-2018 Library Board of Trustees Minutes**

Upcoming Important Events:

- Next City Council Meeting April 3, 2018, at 6:00 p.m.
- Introduction to Yoga FREE taught by Yoga Seva Institute: Sundays starting March 4 through April 29 from 3-4:30 pm at the Library
- Beautification Committee Meeting, March 21, 2018 4:15 p.m. at the Fire Department, EOC Room
- Trash & Treasure Sale, Community Center, March 31, 2018, from 9:00 a.m. until 2:00 p.m.
- Deadline to register to vote in the May General Election, April 5, 2018
- Volunteer Appreciation Dinner, Conference Center, April 5, 2018 at 6:00 p.m.
- Library Volunteer Appreciation Event at the library Wednesday, April 18 from 5-7pm
- Coffee with the Mayor and City Council, Conference Center, Saturday, April 28, 2018 from 9:00 a.m. until 11:00 a.m.
- May 5, 2018 General Election Early Voting, April 23rd - May 1st
- Miscellaneous other events and announcements

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) announced that the NWLL is holding its Opening Day of spring Little League this Saturday, March 24th at 9:45 a.m. at the Poss Road Fields. They are expecting the biggest turnout of record as the league fields the most teams it has ever had; b) gave an update on the Soap Box Derby Event; c) spoke of the 2018 Fiesta Medals and invited citizens to get theirs; d) showed

everyone the new dimmer switches in Council Chambers; e) Huebner Creek LC-17 project was expected to be complete by late September 2018 but due to three (3) unexpected site conflicts such as google fiber, blue treated water, and the wrong stub-out elevation, that completion date is now December 24th, 2018; and f) two (2) businesses were shut down today due to no licenses, lack of Certificate of Occupancy. Lastly, City Manager Kuenstler spoke about a recent fire in Leon Valley where a family of seven (7) lost pretty much everything. City Manager Kuenstler added that Ms. Peggy Proffitt contacted her and asked that the City accept donations on behalf of the Smith Family to help them replace necessary items. Ms. Proffitt has provided a list of needed items and Ms. Kuenstler has put that information out via the City's social media.

- Tina Chasan said that the NextDoor App could be used to pass on the needs of the Smith family.
 - City Manager Kuenstler said that would be fine but asked that all donations go through City Hall.

CITIZENS TO BE HEARD

- Phillip Riddle thanked the City Council for all of their hard work. Mr. Riddle also thanked the Fire Chief for keeping his home safe during the recent fire on Rue Sophie. Mr. Riddle concluded saying that the Smith's cat came home this morning.
- Lyn Joseph asked if signs could be placed in the Huebner Creek to tell pet owners who let their dogs run loose in there to pick up the "poop".
 - City Manager Kuenstler said that would be no problem.
- Tina Chasan asked LVPD Chief Salvaggio to explain why he keeps moving her political signs.
 - LVPD Chief Salvaggio informed Ms. Chasan that as he had already explained to her, the City of Leon Valley follows not only the City's Code of Ordinance but the State Law when it comes to the placement of political signs. Chief Salvaggio reminded everyone that political signs may NOT be placed in the right-of-way (ROW). Chief Salvaggio added that even after he moved the signs at the residence of Ms. Chasan, she placed them back in the same place he had moved them from. Chief concluded by saying that Ms. Chasan was again in violation and pleaded with her to remove them from the ROW or he would be forced to issue her a citation.

ANNOUNCEMENTS BY THE MAYOR AND COUNCIL MEMBERS

Councilor David Edwards spoke of the "terrible things going on in Austin" and asked that everyone pray and be safe.

Councilor Monica Alcocer commended the LVFD for their efforts at the fire on Rue Sophie and asked that we all listen, be kind and think before you speak.

Councilor Benny Martinez thanked the City Manager for calling him to notify him of the fire. Councilor Martinez also made a public apology to ACM/HR Director Crystal Caldera for yelling at her at the last meeting.

Councilor David Jordan announced that he had just seen a message on his phone that there was another bomb in Austin.

Councilor Belinda Ealy told everyone to “think to thank”.

Mayor Riley wished everyone a Happy Easter and reminded everyone about the upcoming Volunteer Appreciation Dinner to be held on April 5th.

CONSENT AGENDA

A motion made by Councilor Monica Alcocer and seconded by Councilor Belinda Ealy to approve as written.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Council Place 3
SECONDER:	Belinda Ealy, Council Place 2
AYES:	Benny Martinez, David Edwards, Belinda Ealy, Monica Alcocer, David Jordan

Consideration of the Following City Council Minutes:

- a. **Regular Meeting- March 6, 2018 6:00 PM**

ORDINANCE

Discussion and Possible Action on an Ordinance Authorizing the Acceptance of a Community Development Block Grant (CDBG) in the Amount of \$303,000 to Provide Funding for the Cades Cove Water and Sewer Main Project, Authorizing the Execution of the CDBG Program Agreement, and Authorizing a FY2017-2018 Enterprise Fund Budget Adjustment in the amount of \$600,296 (1st Read was held on 3-6-18) (M&C # 2018-03-20-01 D. Dimaline)

A motion was made by Councilor Benny Martinez and seconded by Councilor David Jordan to adopt as written.

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

Discussion and Possible Action on an Ordinance Authorizing the Acceptance of a Community Development Block Grant in the Amount of \$175,000 and Authorizing a Budget Adjustment in the Amount of \$123,724.43 to Fund Drainage Improvements at Huebner and Timberhill (1st Read was held on 03-06-2018) (M&C # 2018-03-20-02 D. Dimaline)

A motion was made by Councilor Monica Alcocer and seconded by Councilor David Edwards to adopt as presented.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Monica Alcocer, Council Place 3
SECONDER: David Edwards, Council Place 1
AYES: Benny Martinez, David Edwards, Belinda Ealy, Monica Alcocer,
 David Jordan

Discussion and Possible Action on an Ordinance Granting Kevin C. White, White-Conlee Builders, LTD, a Variance to the City of Leon Valley Code of Ordinances, Chapter 13, Tree Preservation for 20.98 Acres of Land Generally Located in the 5500-5600 Block of Grissom Road Near the Corner of Grissom Road and Timberhill Road, Being All of Lot 1, Block 102, CB 4433, Cottages at Timberhill Subdivision (1st Read was held on 03-06-2018) (M&C # 2018-03-20-03 M. Moritz)

A motion was made by Councilor David Edwards and seconded by Councilor Monica Alcocer to adopt as presented.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: David Edwards, Council Place 1
SECONDER: Monica Alcocer, Council Place 3
AYES: Benny Martinez, David Edwards, Belinda Ealy, Monica Alcocer,
 David Jordan

Discussion and Possible Action on an Ordinance Amending the Leon Valley Code of Ordinances to Add Article 8.12 City Park and Recreational Area Safety Zone (1st Reading was held on 03-06-2018) (M&C # 2018-03-20-04 J. Salvaggio)

A motion was made by Councilor Belinda Ealy and seconded by Councilor David Jordan to adopt as read.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Belinda Ealy, Council Place 2
SECONDER: David Jordan, Council Place 5
AYES: Benny Martinez, David Edwards, Belinda Ealy, Monica Alcocer,
 David Jordan

Presentation and Possible Action on an Ordinance Amending the City of Leon Valley's Code of Ordinances, Chapter 5 "Fire Prevention and Protection", Article 5.04 Section 5.04.001, "Adopted", and Section 5.04.002, "Amendments", By Adopting the International Fire Code, 2018 Edition with Amendments (1st Read was held on 03-06-2018) (M&C # 2018-03-20-05 L. Valdez)

A motion was made by Councilor David Jordan and seconded by Councilor David Edwards to adopt as presented.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: David Jordan, Council Place 5
SECONDER: David Edwards, Council Place 1
AYES: Benny Martinez, David Edwards, Belinda Ealy, Monica Alcocer,
 David Jordan

Discussion and Possible Action on an Ordinance to Repeal the Approval of the Placement and Operation of a New Pavilion at 6600 Strawflower at the Corner of Peachtree and Poss Roads (1st Read was held 03-06-18) (M&C # 2018-03-20-06 K. Kuenstler)

A motion was made by Councilor David Edwards and seconded by Councilor Benny Martinez to adopt as presented.

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

REGULAR AGENDA

Presentation and Discussion on an Ordinance Authorizing the City Manager to Enter into an Agreement with SELA Aquatics, LLC in the amount of \$48,000 to Provide Management of Both City Pools for the 2018 Swim Season and to Revise the Leon Valley Code of Ordinances, Appendix A, Section A2.003 Municipal Park Administrative Fees, (g) Swimming Pool Fees (1st Reading as Required by City Charter) (M&C # 2018-03-20-07 D. Dimaline)

Interim Public Works Director David Dimaline presented this item seeking Council

consideration authorizing the City Manager to enter into an Agreement in the amount of \$48,000 with SELA Aquatics, LLC to manage both the Leon Valley Community Pool and the Forest Oaks pool during the 2018 swim season, and to revise the Leon Valley Code of Ordinances, Appendix A, Section A2.003, (g) Swimming Pool Fees. The City Manager actually has the authority to sign contracts under \$50,000.00; however, because the Council created the Pool Advisory Committee to review pool operations and expenses, correct protocol would be for this entire item to come to council.

Council asked that Sela provide a quarterly report.

This item will come back at the April 3rd meeting for a 2nd read.

RESULT: FIRST READ

Presentation, Discussion and Possible Action on Authorizing City Manager to Enter into a Contract with the Leon Valley Historical Society for the 2018 Bexar County Tri Centennial Event (M&C # 2018-03-20-08 K Kuenstler)

City Manager Kuenstler presented the item seeking authorization from the City Council to enter into a contract with the Leon Valley Historical Society for the Bexar County Tri Centennial Event to be held May, 2018. The contract essentially has the Leon Valley Historical Society (LVHS) responsible for an ice cream social celebration, pioneer and local history presentations, exhibits and a ceremonial event for Bexar County's tri-centennial celebration at the Huebner Onion Homestead. The LVHS will also be responsible for portable toilets for public use, music, ice cream and historical tours. The responsibilities under the City of Leon Valley include assisting with security and helping attendees cross Bandera Road through the Leon Valley Police Department. Furthermore, the City's Public Works Department will mow the area prior to the event, provide table & chair set ups (if necessary), assistance in removing the fence on the south side of the Homestead lot to open up the area for public use and replacing it after the event. The City's final responsibility would be to coordinate drop offs and pick-ups by VIA to the site.

LVHS Members Kathy Hill, Carol Poss and Ruth Lyle were present for questions.

A motion was made by Councilor Benny Martinez and seconded by Councilor David Edwards to approve as presented.

RESULT: APPROVED [UNANIMOUS]
MOVER: Benny Martinez, Mayor Pro Tem
SECONDER: David Edwards, Council Place 1
AYES: Martinez, Edwards, Ealy, Alcocer, Jordan

Discuss and Consider Possible Action for an In-Kind Grant by San Antonio Sunrise Rotary for a Texas Hold'em Fundraiser (M&C # 2018-03-20-09 M. Mendoza)

Special Events/Program Coordinator Maribel Mendoza presented this item on behalf of the

San Antonio Sunrise Rotary who is requesting use of the Conference Center on Saturday, May 19, 2018, from 1:00 p.m. - 11:00 p.m. The event features Sunrise Rotary's 7th Annual Texas Hold'em Tournament to raise funds for four (4) organizations, including Brighton School San Antonio, South San Antonio High School Interact Club, Under the Bridge, and Blue Santa. The event is open to the public and will include catered food, as well as free beer and wine. They have requested the wavier of cleaning, security, and rental fees. If approved, the grant would waive \$1,061 in fees. The San Antonio Sunrise Rotary has paid the deposit and is not requesting a waiver of this fee.

On September 19, 2017, the City Council voted to, "require a deposit, no longer waive cleanup cost, no longer waive security, and add a setup fee which would be same as the cleanup fee and do not waive the fee at the discretion of each application coming to Council - Council having the discretion to modify as situation warrants".

If approved, the grant would waive the following fees: Security \$220; Cleaning Fees \$145; Rental Fees \$696; Total Fees Waived \$1,061

The Committee forwards a recommendation of Approval to City Council with a score of 22 out of 30.

Cathy White and Tracey Alanis were present to answer questions. *(Clara Santos was also present but had to leave prior to the item coming up for discussion)*

A motion was made by Councilor Monica Alcocer and seconded by Councilor Belinda Ealy to waive only rental fees and the rotary would pay the security and cleaning fees.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	Monica Alcocer, Council Place 3
SECONDER:	Belinda Ealy, Council Place 2
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan

Discuss and Consider Possible Action on an In-Kind Grant request by Project Smash for Use of the Community Center at 6427 Evers Road for a Charity Dance Showcase (M&C # 2018-03-06-10 M. Mendoza)

Special Events/Program Coordinator Maribel Mendoza presented this item on behalf of Project Smash who is requesting use of the Community Center on Sunday, May 20, 2018, from 12:00 - 6:00 p.m. The event features the SMASH Kids Spring Showcase for Charity, which serves as a fundraiser to cover the cost of dance lessons for less fortunate families. The request includes waiver of the facility, cleaning, setup, and security fees.

The Project Smash Kids Spring Showcase will feature ballet, hip hop, and break dance performances by children ages 3-14. Admission to the event is open to the public with a suggested \$10 donation for adults and \$5 for children. The in-Kind Grant Committee reviewed the request and is forwarding an affirmative recommendation. The points required are a minimum of 20 and this request scored 20 out of 30.

Smash Project has paid the deposit to hold the date for the event. However, they are requesting a waiver of the deposit per Council's decision this item would be refunded. Please, note any damages to the building would not be covered if deposit is waived.

If approved, the grant would waive the following fees: Security \$132; Cleaning Fees \$200; Setup Fee \$200; Rental Fees \$200; Deposit \$250; Total Fees Waived \$982

The Committee forwards a recommendation of Approval to City Council with a score of 20 out of 30.

Mr. Roberto Romero of Project Smash was also present for questions.

A motion was made by Councilor Benny Martinez and seconded by Councilor Monica Alcocer to waive all fees as requested.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Benny Martinez, Mayor Pro Tem
SECONDER:	Monica Alcocer, Council Place 3
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan

Discuss, Consider and Possible Action on the Upgrade of the Video Equipment in the City Council Chambers (M&C # 2018-03-20-11 C. Caldera)

ACM/HR Director Crystal Caldera presented the item at the request of Councilor Martinez and Dr. Edwards to provide information for a video equipment upgrade in the City Council Chambers and to determine the urgency of this objective. The City Council Chambers was remodeled in 2016 it was set up with audio visual equipment. The City attempted to use the equipment that was installed to post a meeting on YouTube; however, the file size was too large for our bandwidth capacity and failed. The City requested Citizen input at the April 22, 2017, Coffee with the Mayor and City Council. The residents were provided several options with cost and requested that the city use Accela (encoder purchased at \$3,600.00 and \$280.00 per month).

Ms. Caldera stated that the City has streamed six (6) meetings since November 21, 2017. Two issues have arisen since the launch. During the January 23rd, 2018, City Council Meeting, the encoder malfunctioned due to a city outage and the meeting was non-retrievable. During the February 20th, 2018, City Council Meeting there was an Accela outage and the meeting was retrieved and posted. Accela is refunding the City of Leon Valley for the 2 meetings that have had issues.

Councilor Martinez requested the following: move the camera that is on the wall going to the break room to the opposite wall, be able to move the cameras as needed, presets need to be set to zoom on the person talking, be able to switch cameras and we need to be able to have frontal view of presenters at the podium and need to be able to switch video to whatever is being shown on the wall. This would require a scope of work that would

include: rack mounts, relocation of the camera, microphone panel, additional computer monitor and desktop, preview display reprogramming and labor.

In this Fiscal Year's budget there is \$10,689. If the Council wants to move forward there will need to be a \$12,820 budget adjustment.

The presentation was followed by discussion.

- CoLV citizens Cassie Rowse and Lyn Joseph both stepped to the podium to offer their suggestions on resolving the problem.

Councilor David Jordan motioned to table the item and have a professional IT service do an assessment on the room and cameras.

City Manager Kelly Kuentler informed Councilor Jordan that this has already been done and the reason staff is bringing new information forward.

There was a consensus among the City Council to have staff simply stabilize the camera that faces Council for the time being. Staff will also make every attempt available to educate the public on how to use MinuteTraq to view PowerPoint presentations and any other meeting material while live streaming.

Councilor David Jordan withdrew his motion.

The City Council shall meet in Executive Session pursuant to Section 551.101 of the Open Meetings Act, Texas Government Code, a quorum of the governing body hereby convenes into closed session to discuss the following: Section 551.071 Consultation with Attorney to deliberate contemplated litigation or settlement regarding Cause No. 2018CV00594, Robert and Gail Tribble vs. The Board of Adjustment of The City of Leon Valley.

The City Council went into Executive Session at 10:05 p.m.

Reconvene into Regular Session and Take Action on Issues Discussed in Executive Session if Necessary

The City Council reconvened into Open Session at 10:55 p.m. No action was taken.

CITIZENS TO BE HEARD


None

ADJOURNMENT

Mayor Riley announced that the meeting adjourned at 10:58 PM.

These minutes approved by the Leon Valley City Council on the 3rd of April, 2018.

APPROVED



CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

