



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, May 15, 2018

**MINUTES**

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1. **6:00 PM** Call to Order, Determine a Quorum is Present, Pledge of Allegiance.

| Attendee Name       | Title           | Status  | Arrived |
|---------------------|-----------------|---------|---------|
| Catherine Rodriguez | Council Place 2 | Present |         |
| Chris Riley         | Mayor           | Present |         |
| Benny Martinez      | Mayor Pro Tem   | Present |         |
| David Edwards       | Council Place 1 | Present |         |
| Belinda Ealy        | Council Place 2 | Present |         |
| Monica Alcocer      | Council Place 3 | Present |         |
| David Jordan        | Council Place 5 | Present |         |

Also present was City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Denise Frederick, Executive Assistant to the City Manager Angela Trejo, Finance Director Vickie Wallace, Assistant Finance Director Ashley Wayman, Library Director Sandy Underwood, Assistant Library Director Theresa Brader, Executive Assistant to the Fire Chief Lisa Martin, Planning & Zoning Director Brandon Melland, Permit Technician Ana Federico, Planning Technician Christina Garcia, and Public Works Director Melinda Moritz.

Mayor Riley welcomed everyone and asked Councilor Belinda Ealy to lead the Pledge of Allegiance.

Mayor Riley asked for all cell phones to be silenced.

**Presentations**

**Discuss and Consider Possible Action on a Resolution Canvassing the Returns and Declaring the Official Results of the City of Leon Valley, Texas, May 05, 2018, General Election (M&C # 2018-05-15-01 S. Passailaigue)**

City Secretary Sandra Passailaigue presented the item in accordance with the Texas Election Code, Chapter 67 § 67.002.

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

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                          |
| <b>MOVER:</b>    | Monica Alcocer, Council Place 3                     |
| <b>SECONDER:</b> | David Jordan, Council Place 5                       |
| <b>AYES:</b>     | Rodriguez, Martinez, Edwards, Ealy, Alcocer, Jordan |

### **Recognition of Councilor Belinda Ealy for her Years of Service to the City of Leon Valley**

Mayor Chris Riley thanked Councilor Belinda Ealy for her dedication to the City of Leon Valley. Mayor Riley presented Councilor Belinda Ealy with a clock in appreciation of her time spent on City Council.

### **The Honorable Judge Michael Mery, 37th District Court will administer the Oath of Office and There Will Be a Presentation of the Certificate of Election to Council Member-Elect, Catherine Rodriguez, Council Place 2; Council Member-Elect, Benny Martinez, Council Place 4; and Mayor, Chris Riley.**

Mayor Chris Riley introduced the Honorable Judge Michael Mery of the 37<sup>th</sup> District Court who administered the Oath of Office to Mayor Chris Riley, Councilor Benny Martinez and Councilor Catherine Rodriguez.

Mayor Riley thanked Judge Mery for his time.

### **Recess: There will be a short recess for a reception honoring the newly sworn Leon Valley Councilors in the City Hall Foyer at this time. The public is cordially invited to attend.**

Mayor Riley called for a recess at 6:17 p.m. and invited Council and guests to a reception honoring Councilor Belinda Ealy and the newly sworn Leon Valley Councilors in the City Hall Foyer at this time.

### **Reconvene**

Mayor Riley reconvened the meeting at 6:35 p.m.

### **Citizens to be Heard**

- Kathy Hill invited everyone to the LVHS Ice Cream Social on May 26<sup>th</sup> from 10:00 a.m. until 3:00 p.m. This event is free to the public and also an office SA 300 event.
- Rosie Padilla spoke about code compliance concerns with a junk car in her neighborhood.
  - Captain Todd Morgan volunteered to speak with Ms. Padilla in the hallway

### **Presentations**

#### **Presentation of the Library Board of Trustees Annual Report (Heather Haskin, Library Board of Trustees Vice Chair)**

Heather Haskin, Library Board of Trustees Vice Chair presented the Leon Valley Public Library Board of Trustees.

**Presentation and Oath of Office taken by Texas State Peace Officer, LVFD Deputy Fire Marshal Eric Burnside. (Mayor Chris Riley and LVFD Fire Chief L. Valdez)**

Mayor Riley administered the Oath of Office to Texas State Peace Officer, LVFD Deputy Fire Marshal Eric Burnside.

**Presentation of a Proclamation to the Lupus Foundation Proclaiming May 18, 2018 "Put on Your Purple Day". (Mayor Chris Riley and Angelica Garza of the Lupus Foundation, Lone Star Chapter)**

Mayor Riley presented a proclamation proclaiming May 18, 2018 "Put on Your Purple Day" to Angelica Garza of the Lupus Foundation, Lone Star Chapter.

**Monthly Financial Report - April 2018 (V. Wallace, Finance Director)**

Finance Director Vickie Wallace presented the monthly financial statement.

- Lyn Joseph asked about tapping fees and park rentals.

**Presentation of new Firewise Signs and Plaque from the Texas A&M Forest Service and National Fire Protection Association, recognizing the City of Leon Valley for five years of Firewise USA status. (Mayor Chris Riley and LVFD Chief L. Valdez, LVFD Deputy Fire Marshal E. Burnside)**

LVFD Chief L. Valdez presented new Firewise Signs and Plaque from the Texas A&M Forest Service and National Fire Protection Association, recognizing the City of Leon Valley for five years of Firewise USA status.

**City Manager's Report**

**Approved Committee Minutes for City Council Review**

**Upcoming Important Events:**

- Next City Council Meeting June 05, 2018, at 6:00 p.m.
- Joint Primary Runoff Election, Early Voting May 14-18, 2018; Election Day May 22, 2018
- Library Summer Reading Program Kick Off, Saturday, June 9, 2018, at 10:30 a.m.
- 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) asked if it was the consensus to cancel the July 3rd meeting; B) threw out two names for the July 4th Grand Marshall - Hank Daughtry of Leon Valley Storage and Leon Valley Veteran Pedro Esquivel. There was a consensus to proceed to see if the two individuals

agreed. C) Sales taxes were up in April by 2.61% and 2.6% in March; and D) Motor vehicle citations are flooding into our Municipal Court now that we have our Tier II traffic officers on board.

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| <b>RESULT:</b> | <b>PRESENTED</b> |
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### **Announcements by the Mayor and Council Members**

Mayor Riley began with a Point of Personal Privilege and congratulated Councilors Martinez and Rodriguez and thanked the citizens that voted for her. Mayor Riley urged those who were dissatisfied with their city government to get more involved to change or improve what they feel needs changing. Mayor Riley thanked those candidates that did run stating that having opponents made them better candidates.

Mayor Riley continued speaking on items she wanted to speak on that were brought to her attention during her campaign. This may be heard in its entirety on the City's website.

Councilor David Edwards thanked everyone that got out and voted.

Councilor Monica Alcocer told everyone to stay positive.

Councilor Benny Martinez spoke about the lack of street numbers he noticed going door to door.

Councilor David Jordan congratulated all and said he was ready for everyone to work together.

Councilor Catherine Rodriguez said she was grateful for her seat and will do her best.

### **CONSENT AGENDA**

A motion was made by Councilor Monica Alcocer and seconded by Councilor Benny Martinez to approve Consent Agenda Items 9.1, 9.2, and 9.3 as presented.

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|------------------|---|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Monica Alcocer, Council Place 3               |
| <b>SECONDER:</b> | Benny Martinez, Mayor Pro Tem                 |
| <b>AYES:</b>     | Rodriguez, Martinez, Edwards, Alcocer, Jordan |

1. Consideration of the Following City Council Minutes:
  - a. Special Meeting for Executive Session- April 17, 2018 5:30 PM
  - b. Regular Meeting- April 17, 2018 6:00 PM
  - c. Coffee with the Mayor and City Council- April 28, 2018 9:00 AM
  - d. Regular Meeting- May 1, 2018 6:00 PM

**Discussion and Possible Action on a Resolution Authorizing the Execution of a Housing and Urban Development (HUD) Cooperative Agreement between The City of Leon Valley and Bexar County; and Approving the Participation in the Three (3) Year Urban County Entitlement Period Designation for Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Solution Grant (ESG) Programs for the Fiscal Years 2019, 2020 and 2021. (M&C # 2018-05-15-02 D. Frederick)**

**Discuss and Consider Possible Action to Extend the Current Terms of those Members of the Board of Adjustment, Zoning Commission, Library Board of Trustees, Park Commission with Terms That Are Coterminous with the Mayor from Ending May 31, 2018, to June 30, 2018. (M&C # 2018-05-15-03 S. Passailaigue)**

### **Ordinance**

**Presentation and Discussion on an Amendment to the City of Leon Valley Code of Ordinances, Appendix A - Article A10.000 "Emergency Medical Services Fees" (1st Reading was held on 04-17-2018) (M&C # 2018-05-15-04 L. Valdez)**

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

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Benny Martinez, Mayor Pro Tem                 |
| <b>SECONDER:</b> | David Edwards, Council Place 1                |
| <b>AYES:</b>     | Rodriguez, Martinez, Edwards, Alcocer, Jordan |

**Discussion 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, Creating Section 5.04.006, "Adopted International Wildland-Urban Interface Code" and Creating Section 5.04.007, "Amendments", By Adopting The International Wildland-Urban Interface Code, 2018 Edition With Amendments (1st Reading held on 05-01-2018) (M&C # 2018-05-15-05 E. Burnside)**

Deputy Fire Marshall Eric Burnside presented 2nd read updates to City Council.

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

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Monica Alcocer, Council Place 3               |
| <b>SECONDER:</b> | David Jordan, Council Place 5                 |
| <b>AYES:</b>     | Rodriguez, Martinez, Edwards, Alcocer, Jordan |

**Discussion and Possible Action on an Ordinance Accepting the Southwest Regional Advisory Council Trauma Grant Award and Adjusting and Increasing the General Fund Budget in the Amount of \$3,760 for Leon Valley Fire Department EMS Supplies (1st Reading was held on 5-1-18) (M&C # 2018-05-15-06 LVFD Assistant Fire Chief Blake Wade)**

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

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| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                    |
| <b>MOVER:</b>    | Monica Alcocer, Council Place 3               |
| <b>SECONDER:</b> | David Jordan, Council Place 5                 |
| <b>AYES:</b>     | Rodriguez, Martinez, Edwards, Alcocer, Jordan |

**11. REGULAR AGENDA**

**Discuss and Consider Possible Action on the Election of Mayor Pro Tem (M&C # 2018-05-15-07 S. Passailaigue)**

A motion was made by Councilor Benny Martinez to appoint Councilor David Edwards to Mayor Pro Tem. The motion died for a lack of a second.

A motion was made by Councilor David Jordan and seconded by Councilor Monica Alcocer to appoint Councilor Monica Alcocer to Mayor Pro Tem.

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| <b>RESULT:</b>   | <b>APPROVED [3 TO 2]</b>        |
| <b>MOVER:</b>    | David Jordan, Council Place 5   |
| <b>SECONDER:</b> | Monica Alcocer, Council Place 3 |
| <b>AYES:</b>     | Rodriguez, Alcocer, Jordan      |
| <b>NAYS:</b>     | Martinez, Edwards               |

**Presentation and Discussion to Consider an Ordinance Authorizing a Budget Adjustment in the Amount of \$15,000, to Fund the Platting of Properties Along William Rancher, Aids, Samaritan, and Grass Hill Drives and to Consider Dedicating 1.72 Acres of Land as Parkland (1st Reading as Required by Leon Valley City Charter) (M&C # 2018-05-15-08 M. Moritz)**

Public Works Director Melinda Moritz presented this item for the purpose of Council consideration to approve an ordinance authorizing a budget adjustment in the amount of \$15,000 to fund the platting of the properties along William Rancher, Aids, Samaritan, and Grass Hill Drive, and to dedicate two of the parcels as parkland, to add acreage to The Ridge at Leon Valley Park.

In 2017, the City purchased 23.071 acres of land along those streets and now wishes to sell 21.351 of those acres. In order to facilitate the sale, the properties should be either platted or new metes and bounds surveys prepared. The most cost effective method is to plat them. This process will cost approximately \$15,000, which was not included in the FY 2018 Public Works budget.

These properties have never been platted and were sold (and resold) by metes and bounds descriptions. While researching the deeds, a mistake in metes and bounds of one of the properties was discovered and it needs to be corrected prior to a sale. The unplatted status of the properties also does not provide for future right-of-way needs.

Platting will assure the property descriptions are correct, which will protect the City after the sale, and will ensure that all the properties have access to a public right of way, create or vacate easements, dedicate land for other public uses, such as parks or areas needed for flood protection, and ensures that all properties have access to public utilities. This action will also show the amount of right-of-way needed and how many utility easements exist and their location, which will assist the future developer in determining the actual costs for development and what portions of the lots can actually be developed.

Two of the parcels, P-22 and P-22A, Abstract 432, CB 4430, being 1.72 acres, are located adjacent to The Ridge at Leon Valley Park. The existing land area at that park is very small, as a portion of it is a detention pond: 1.54 acres - detention pond; 0.5802 - flat land

Adding the two parcels will allow for more amenities and a longer walking path: (P-22) 0.865 and (P-22A) 0.8550 = 1.72 acres

This dedication will also allow for a better connection to the Hetherington Trail: Total new park acreage 3.8402; Trail 2.86 acres; and Total 6.7002 acres.

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| <b>RESULT:</b> | <b>FIRST READ</b> |
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**Presentation, Discussion and Possible Action on an Ordinance Authorizing a Budget Adjustment in the Amount of \$20,600 to the FY 2017-2018 General Fund Budget to Provide Funding for the Updating of Internet Cable Infrastructure and Technology at the Library (1st Reading as Required by City Charter) (M&C # 2018-05-15-09 S. Underwood)**

Library Director Sandy Underwood presented the item for the purpose of requesting City Council approval of an ordinance authorizing a budget adjustment in the amount of \$20,600, to update the Library internet cable infrastructure and technology to current standards, including the addition of internet cabling in the 2013 Children's Wing and meeting room addition.

The current library building was constructed in 1992 and internet cabling was installed that was the standard for that time (CAT5). Since that period, the use of the internet has expanded greatly, the wiring standard is now CAT6, and the number of computers and devices being used in the library, as well as outside on our porch area, has surpassed the capability of the existing infrastructure. Over time, additional desktop computers were added to accommodate the increased use; however the additional computers are using the

internet Wi-Fi connection, as there are no hardwire data drops available. Customers are experiencing slow connectivity and random drops of service as a result of the outdated cabling, and the many patches and switches that have been added, which has led to bottle necks of data, due to these ineffective "fixes".

The Children's Wing and meeting room that were added in 2013 do not have internet, although the data ports were installed at the time of construction. The technology element was planned to be a future addition, but was not included in the capital outlay in the following years.

The Leon Valley Public Library is attempting to stay on the edge of technology, as we have been tasked, and as is the trend for libraries. We are operating 19 computers, 6 iPads, 6 Chromebooks, multiple printers and a 3D printer, as well as our patron's personal devices. We average 30 wireless devices logged into our system on a daily basis and often for hours at a time.

Director Underwood concluded her presentation saying that this budget adjustment would allow staff to service patrons in a manner that has become a standard in today's world, with ease of connectivity and the ability to do so without the compromise of devices dropping the Wi-Fi, as a result of roaming throughout the library. It also allows for growth and the ability to expand needs

The presentation was followed by a lengthy discussion.

Director Underwood said that she would have Barcom present for the 2<sup>nd</sup> reading.

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|----------------|-------------------|
| <b>RESULT:</b> | <b>FIRST READ</b> |
|----------------|-------------------|

**Presentation and Discussion on Amending the City of Leon Valley's Code of Ordinances, Chapter 5 "Fire Prevention and Protection", Article 5.02, Creating Section 5.02.011, "Authority to Establish Fire Prevention Education Programs and Activities" (1st Reading as required by the Leon Valley Charter) (M&C # 2018-05-15-10 L. Valdez)**

LVFD Chief Luis Valdez presented this item saying that the fire department has a long history of implementing excellent fire prevention programs throughout the City of Leon Valley. The authority to implement programs is not formally recognized, and the fire department is seeking best practices in standard recognition.

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| <b>RESULT:</b> | <b>FIRST READ</b> |
|----------------|-------------------|

### **Citizens to be Heard**

None

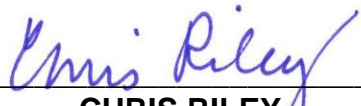
### **Adjournment**


Mayor Riley announced that the meeting adjourned at 8:33 PM.



**These minutes approved by the Leon Valley City Council on the 19th of June, 2018.**

APPROVED

  
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**CHRIS RILEY**  
MAYOR

ATTEST:   
**SAUNDRA PASSAILAIGUE, TRMC**  
CITY SECRETARY

