



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, September 4, 2018

MINUTES

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

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

Also present was City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Denise Frederick, Public Works Director Melinda Moritz, Planning & Zoning Director Brandon Melland, Special Events/Community Center Manager Maribel Mendoza, Assistant Public Works Director David Dimaline, LVPD Captain Ruben Saucedo, Public Works Administrative Assistant Yvonne Acuna, LVFD Interim Chief Robert Ojeda, and LVFD Captain Blake Wade

Mayor Riley welcomed everyone and asked Councilor Catherine Rodriguez to lead the Pledge of Allegiance.

Mayor Riley asked for all cell phones to be silenced.

Mayor Riley asked for a moment of silence to remember Marcy Meffert, Peggy Proffitt and Pedro Esquivel and asked for continued prayers for their families.

Presentations

Mayor Chris Riley will Administer the Statement of Appointed Officer and the Oath of Office to Presiding Municipal Court Judge Lawrence Morales and Municipal Court Judge Leslie Kassahn

Mayor Chris Riley introduced and administered the Statement of Appointed Officer and the Oath of Office to Presiding Municipal Court Judge Lawrence Morales and Municipal Court Judge Leslie Kassahn.

Proclamation Declaring the First Full week in September, National Payroll Week in the City of Leon Valley, Texas - Christine Bodily, CPP, Payroll Manager, University of Incarnate Word (Mayor Chris Riley and Chris Bodily, Payroll Manager, University of Incarnate Word)

Mayor Chris Riley presented a Proclamation Declaring the First Full week in September, National Payroll Week in the City of Leon Valley, Texas to Christine Bodily, CPP, Payroll Manager, University of Incarnate Word.

City Manager's Report**Committee Minutes****Upcoming Important Events:**

- Next Regular City Council Meeting September 18, 2018, at 6:00 p.m.
- Culinary Flavors of Leon Valley, September 5, 2018 from 9:00 a.m. - 10:00 a.m. in the Leon Valley Library Parking Lot
- Grandparents Day, September 9, 2018, at 2:30 p.m. at the Leon Valley Community Center
- October 2, 2018, Regular City Council Meeting has been rescheduled to October 1, 2018, to accommodate National Night Out which is October 2, 2018
- Last day to register to vote on the November 6, 2018, Special Election is October 9, 2018
- 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) topics of discussion for the October 27th Coffee with the Mayor & City Council so far are the lot at Peachtree and Poss; and the amendments to the animal control ordinance. B) Mayor Riley and City Manager Kelly Kuenstler will be meeting with Senator Menendez in a few weeks. City Manager Kuenstler asked that any issues to be discussed be brought to her or the Mayor's attention prior to the meeting. C) Had a breakfast with UTSA's Economic Development Training Institute this morning at the Conference Center. Todd Morgan ended up showing four (4) businesses locations in Leon Valley and it appears three (3) of them have significant potential. There is no scheduled date or the next event but we will be sure to keep you advised. D) We have received a ballot for the Texas Municipal League Intergovernmental Risk Pool Board of Trustees Election were an organized vote for the election of several places. Ms. Kuenstler proposed that the group vote for Kimberly Meismer, Executive Director of General Operations, City of Kerrville; David Harris, City Administrator, Balcones Heights as they are both from our region. *(There was a consensus among City Council Members to cast the vote as proposed).*

Citizens to Be Heard

None

Announcements by the Mayor and Council Members

Councilor Catherine Rodriguez thanked Special Events Coordinator Maribel Mendoza for the Economic Development Breakfast this morning.

Councilor Monica Alcocer thanked everyone for coming to this evening's meeting; and reminded everyone that with the recent passing of few of our beloved citizens, we are reminded that life is short and we should be kind and smile more.

Councilor Benny Martinez announced that the Northwest Chamber of Commerce would be holding Casino Night October 26, 2018 at the Courtyard Marriot at Hwy 151.

Mayor Chris Riley announced the Leon Valley Historical Society's Blue Jean Gala to be held October 19, 2018 at the Leon Valley Community Center; spoke about the Economic Development Breakfast being "small but mighty" and asked that City Manager Kuenstler keep track of all leads.

Councilor David Jordan submitted an email that was read by ACM/HR Director Crystal Caldera announcing the October 18, 2018 Job Fair from 8:00 a.m. until noon at the Leon Valley Community Center.

CONSENT AGENDA

A motion was made by Councilor Monica Alcocer and seconded by Councilor Benny Martinez to approve as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	Benny Martinez, Council Place 4
AYES:	Alcocer, Rodriguez, Martinez

Consideration of the Following City Council Minutes:

- a. **Regular Meeting- August 7, 2018 6:00 PM**
- b. **Regular Meeting- August 21, 2018 6:00 PM**

A Resolution Authorizing the Appointment of Denton, Navarro, Rocha, Bernal & Zech, P.C. as Acting City Attorney for the Duration of the City Attorney's Medical Leave; and Authorizing the Execution of the Appointment Letter (M&C # 2018-09-04-01 D. Frederick)

Ordinance

Discussion and Possible Action on an Ordinance Amending the Leon Valley Code of Ordinances Chapter 14, Article 14.09 Stormwater Management Utility, Division 1. Generally, Section 14.09.004 Authority, to Correct the State Statute Reference; Section 14.09.010 Stormwater Drainage Revenue Bonds, to Correct the Statute Reference; Division 2. Funding, Sections 14.09.052 (b) Stormwater Management Fund Established, to Remove a Reference to a Board; and 14.09.057 Exemptions from Fee (a) and (b), to Include School District Owned Properties (1st Read was held 08-21-2018) (M&C # 2018-09-04-02 D. Dimaline)

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

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

Discussion and Action to Consider Approval of an Ordinance Amending Section 3.2 of the City of Leon Valley "Wireless Services (Small Cells) Design Manual," Regarding the Permitting Process for the Installation of New Poles. (1st Reading was held on 08-07-18) (M&C # 2018-09-04-03 B. Melland)

Planning & Zoning Director Brandon Melland presented this item seeking City Council approval to amend Section 3.2 of the City of Leon Valley "Wireless Services (Small Cells) Design Manual," Regarding the Permitting Process for the Installation of New Poles, in order to take out the requirement for a Commercial Building Permit, in addition to Utility Construction Permits for work within the right-of-way.

Councilor Benny Martinez stated that an "interference was missing".

A motion was made by Councilor Benny Martinez to modify the ordinance but then quickly withdrew his motion.

A motion was made by Councilor Benny Martinez which was seconded by Councilor Monica Alcocer to postpone this item until the next Regular City Council meeting.

RESULT:	TABLED [UNANIMOUS]
MOVER:	Benny Martinez, Council Place 4
SECONDER:	Monica Alcocer, Mayor Pro Tem
AYES:	Alcocer, Rodriguez, Martinez

Discussion and Possible Action on an Amendment to the City Of Leon Valley Code of Ordinances, Chapter 1, General Provisions, Article 1.06 BOARDS, COMMISSIONS, AND COMMITTEES, Section 1.06.003 Leon Valley Police Department Citizens Police Advisory Committee to Delete and Replace Language in the Code, and Add Additional Language (1st Read was held on 08-07-2018) (M&C # 2018-09-04-04 J. Salvaggio)

LVPD Chief Joseph Salvaggio presented this item seeking City Council approval to amend the City of Leon Valley Code of Ordinances, Chapter 1, General Provisions, Article 1.06 Boards, Commissions, and Committees, Section 1.06.003, Leon Valley Police Department Citizens Police Advisory Committee to accomplish the following: update the code to allow for member extensions; solidify Council Members rotation after 1 year; detail election process annually in September; correct chair report to bi-annual versus quarterly; and amend the Committee name.

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

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

Presentation and Discussion on an Ordinance Authorizing Changes to the Policy and Criteria for the City of Leon Valley's In-Kind Grant Program (1st Read was held 08-21-2018) (M&C # 2018-09-04-05 M. Mendoza)

Councilor Benny Martinez stated that he would like to see a Satisfactory Survey included.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Benny Martinez to adopt as amended.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	Benny Martinez, Council Place 4
AYES:	Alcocer, Rodriguez, Martinez

REGULAR AGENDA

Discuss and Consider Possible Action on a Resolution Appointing One (1) Commissioner and One (1) Alternate to The Park Commission (M&C # 2018-09-04-06 S. Passailaigue)

A motion was made by Councilor Monica Alcocer and seconded by Councilor Catherine Rodriguez to appoint the first applicant to the position of Commissioner and the second applicant to Alternate.

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

Discuss and Consider Possible Action to Award the Fiscal Year 2019 Group Insurance Bid for Employee Medical, Dental and Life Insurances and to Authorize the City Manager to Execute the Insurance Agreement (s) (M&C # 2018-09-04-07 C. Caldera)

ACM/HR Director Crystal Caldera presented this item to identify health plans that would better serve the needs of the City and its employees and to control City costs, while continuing to provide quality benefits to employees. The City currently pays 100% of the employee-only premium under BLUE CROSS BLUE SHIELD of TEXAS base health dental, and MET LIFE Life insurances. Gallagher Benefits Services, the City's Insurance Broker, solicited bids from all the major insurance carriers.

If approved by City Council, this will authorize the City Manager to execute the contract for the Fiscal Year 2019 Group Health, Dental & Life Insurances and to continue to provide reputable and comprehensive insurance coverage to the City employees. The contract will be for the period October 1, 2018, to September 30, 2019. The City's insurance broker, Gallagher Benefit Services, Inc. will serve as the City's liaison with the insurer selected by Council.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Benny Martinez to approve as presented.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	Benny Martinez, Council Place 4
AYES:	Alcocer, Rodriguez, Martinez

Discussion and Presentation on an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A, Article A8.000 Building and Construction Related Fees, A11.000 Water and Sewer Fees and A11.001 Generally (1st Reading as Required by City Charter) (M&C # 2018-09-04-08 D. Dimaline)

Assistant Public Works Director David Dimaline and Nelisa Heddin, President of Nelisa Heddin Consulting presented the item seeking City Council consideration and approval of an ordinance amending the Leon Valley Code of Ordinances Article A8.000, Section A8.005 and several sections in A11.000, to increase the bulk water fee, revise language regarding effective dates, adjust rate tiers, increase the commercial water and sewer volumetric rate, implement an irrigation rate table, and remove the permit fee for discharging into a sewer.

RESULT:	FIRST READ
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Presentation and Discussion on an Ordinance Authorizing a FY 2017-2018 General Fund Budget Adjustment in the Amount of \$10,565 to Reimburse Expenses Related to Emergency Responses to Vehicular Accidents (1st Reading as Required by City Charter) (M&C # 2018-09-04-09 B. Wade)

LVFD Captain Blake Wade presented the budget adjustment seeking reimbursement to the Leon Valley fire department for expenses related to emergency responses to vehicle accidents. These expenses include; equipment, supplies, and staffing.

RESULT:	FIRST READ
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Presentation and Discussion on an Ordinance of the City of Leon Valley, Bexar County, Texas, Authorizing Three Additional Photographic Traffic Signal Enforcement System Cameras to the Existing Photographic Traffic Signal Enforcement System Program (1st Reading as Required by City Charter) (M&C # 2018-09-04-10 J. Salvaggio)

LVPD Chief Joseph Salvaggio presented this item seeking City Council approval of this ordinance to add three additional cameras to our existing Photographic Traffic Signal Enforcement System Program in order to promote the health, safety and general welfare of the citizens of the City by reducing the hazards of running red lights.

RESULT:	FIRST READ
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Presentation and Discussion on an Ordinance Authorizing a Budget Adjustment for the Police Department General Fund in the Amount of \$150,819 for the Purchase of Traffic Safety Items Utilizing the Photographic Traffic Signal Enforcement Program Tier II Funds (1st Reading as Required by City Charter) (M&C # 2018-09-04-11 J. Salvaggio)

LVPD Chief Joseph Salvaggio presented this item seeking City Council approval of a budget adjustment in the amount of \$150,819 for the General Fund Tier II Traffic Safety Program to fund the following traffic safety items: engineering fees for the traffic signal at the intersections of Huebner and Evers Roads; traffic signal at Wurzbach and Exchange Parkway; and traffic safety signage.

RESULT:	FIRST READ
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Presentation and Discussion to Consider an Amendment to the Leon Valley Code of Ordinances, Chapter 12 Traffic and Vehicles, Article 12.03 Parking, Stopping, and Standing, Divisions 4 and 5, to Add a Stop Sign on Hurley Drive, at the Intersection of Hurley and Watercress and Remove the Requirement for a Yield Sign on Hurley Drive (1st Read as Required by City Charter) (M&C # 2018-09-04-12 M. Moritz)

Public Works Director Melinda Moritz presented this item seeking City Council consideration of an ordinance amending the Leon Valley Code of Ordinances, Chapter 12 Traffic and Vehicles, Article 12.03, Parking, Stopping, Standing, Divisions 4 and 5, to add a stop sign on Hurley Drive, at the intersection of Hurley and Watercress and remove the

requirement for a yield sign on Hurley Drive.

Presently there is a red yield sign on Hurley at this intersection, but we have received complaints that persons making the turn at that corner are not yielding to oncoming traffic to and from The Ridge at Leon Valley subdivision on Watercress Drive. Replacing this yield sign with a stop sign would reduce the threat of an accident by forcing traffic to come to a complete stop. Once the stop sign is installed, motorists would typically have 30 days before real time Police enforcement would begin.

RESULT:	FIRST READ
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Citizens to be Heard

None

Adjournment


Mayor Riley announced that the meeting adjourned at 8:18 PM.

These minutes approved by the Leon Valley City Council on the 18th of September, 2018.

APPROVED



CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

