



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, November 6, 2018

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	Present	
David Edwards	City of Leon Valley	Council Place 1	Present	
Catherine Rodriguez	City of Leon Valley	Council Place 2	Present	
Benny Martinez	City of Leon Valley	Council Place 4	Present	
David Jordan	City of Leon Valley	Council Place 5	Present	

Also present was City Manager Kelly Kuentler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, Public Works Director Melinda Moritz, LVFD Chief Michael Naughton, Special Events/Community Center Manager Maribel Mendoza, LVPD Chief Joseph Salvaggio, LVPD Assistant Chief Ruben Saucedo, Executive Assistant to the City Manager Angela Trejo, Planning & Zoning Director Brandon Melland, Planning & Zoning Assistant Director Xavier Antu, and numerous LVFD and LVPD staff.

Mayor Chris Riley welcomed everyone and asked LVPD Assistant Chief Ruben Saucedo to lead the Pledge of Allegiance.

Mayor Riley asked for all cell phones to be silenced.

PRESENTATIONS

Introduction and Recognition of New Police Officers Amadin and Massiatte, and Police Sergeant Trevino. (Mayor Chris Riley and LVPD Chief Joseph Salvaggio)

Mayor Chris Riley and LVPD Chief Joseph Salvaggio introduced the newest Leon Valley Police Department staff and presented them with Certificates of Achievement. The new staff is Officer Amadin and Massiatte and Sergeant Trevino. Their families were present as well.

Promotion of Ruben Saucedo to Assistant Police Chief (Mayor Chris Riley and LVPD Chief Joseph Salvaggio)

Mayor Chris Riley and LVPD Chief Joseph Salvaggio presented a Certificate of Achievement to the newly sworn in Leon Valley Assistant Police Chief Ruben Saucedo. Assistant Chief Saucedo had his daughter and many family and friends present as well.

RECESS: THERE WILL BE A SHORT RECESS FOR A RECEPTION HONORING THE NEWLY SWORN LEON VALLEY ASSISTANT POLICE CHIEF AND NEW LEON VALLEY POLICE OFFICERS IN THE CITY HALL FOYER AT THIS TIME. THE PUBLIC IS CORDIALLY INVITED TO ATTEND.

Mayor Riley recessed the meeting at 6:27 p.m. and reconvened the meeting at 6:38 p.m.

CITY MANAGER'S REPORT

Board, Commission, and Committee Minutes:

- 09-24-2018 Tree Advisory Committee Minutes
- 10-11-2018 Park Commission Minutes
- 10-11-2018 Library Board of Trustees Minutes
- 10-17-2018 Citizens Police Advisory Committee Minutes

Upcoming Important Events:

- Next Regular City Council Meeting Tuesday, November 20, 2018, at 6:00 p.m.
- Annual Stuffed Animal Sleep over Drop Off at the Library on November 9, 2018, from 3:00 p.m. - 6:00 p.m. at the Leon Valley Library.
- Bridge Dedication and Veterans Day Event on November 11, 2018, from 1:00 p.m. -3:00 p.m. at the Veterans Memorial Park at 6427 Evers Road.
- City offices will be closed on Monday, November 12, 2018 in observance of Veterans' Day.
- Official Canvassing of the City of Leon Valley 2018 Special Election, Tuesday, November 20, 2018, at 6:00 p.m. during the Regular City Council meeting.
- Due to the Thanksgiving Holiday, the Citizens Police Advisory Committee has been rescheduled from Wednesday, November 21st at 6:00 p.m. to Wednesday, November 14, 2018 at 6:00 p.m.
- Texas Recycle Day November 17, 2018, from 8:00 a.m. - 11:00 a.m. at the Leon Valley Public Works Department.
- Annual Breakfast with Santa on December 1, 2018, 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 Christmas Tree Lighting December 3, 2018, at 6:00 p.m. at the Leon Valley Conference Center.
- Annual Reading with Rudolph/Magic Reindeer Food Event on December 19, 2018, at 10:30 a.m. at the Leon Valley Library.
- Annual Polar Express Reading, Hot Chocolate and Nougat and Visit from Special Guest on December 20, 2018, at 6:30 p.m. at the Leon Valley Library.
- Annual Town Hall Meeting, Saturday, January 26, 2019, from 8:30 a.m. until 12:30 p.m. at the Conference Center.
- 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) gave a brief update on the Shadow Mist/Crystal Hills parking lot; and B) Read aloud the LDS slide show.

CITIZENS TO BE HEARD

- Richard Blackmore spoke in opposition of the Tobacco 21 Program
- Gail Tribble spoke about her recent Board of Adjustment Case
- Bob Tribble spoke in opposition of the Tobacco 21 Program

ANNOUNCEMENTS BY THE MAYOR AND COUNCIL MEMBERS

Councilor David Jordan thanked everyone for coming.

Councilor Benny Martinez thanked "God the election is over!"; announced a re-grand opening for Office Depot; and asked that staff check format of City Council packet material pointing out that the voting graphs from the October 21st Coffee with the Mayor & City Council were too small.

Councilor Monica Alcocer thanked everyone for being here; and spoke about a postcard from CPS regarding winter savings.

Councilor Catherine Rodriguez thanked everyone for coming; congratulations to all the new officers; and thank you to Maribel Mendoza for all her hard work for the Movies in the Park.

Councilor David Edwards thanked everyone for coming tonight and for those who voted.

Mayor Chris Riley spoke about the previous sponsorship of the Movies in the Park by Senator Jose Menendez and State Representative Justin Rodriguez; there was a Bandera Road Task Force meeting about a week ago where it was mentioned that origin and destination studies are about to begin; and congratulated Assistant Chief Saucedo and the other officers for their promotions.

City Secretary Sandra Passailaigue gave a brief update on the Special Election.

CONSENT AGENDA

A motion was made by Councilor Monica Alcocer and seconded by Councilor Benny Martinez to adopt the Consent Agenda as presented.

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

Consideration of the Following City Council Minutes:

- a. Regular Meeting- October 16, 2018 6:00 PM
- b. Coffee with the Mayor and City Council- October 20, 2018 9:00 AM

ORDINANCE

Discussion and Possible Action on an Ordinance Establishing a Tobacco 21 Program for the City of Leon Valley (1st Reading was held on 06-19-2018, 2nd Reading was held on 08-06-2018, this is a 3rd Reading) (M&C # 2018-11-06-01 K. Kuenstler)

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

RESULT:	ADOPTED [3 TO 2]
MOVER:	Monica Alcocer, Mayor Pro Tem
SECONDER:	David Jordan, Council Place 5
AYES:	Monica Alcocer, David Edwards, David Jordan
NAYS:	Catherine Rodriguez, Benny Martinez

Presentation and Discussion of an Ordinance, on a Request by Sergio Cardona, Granting a Specific Use Permit for Entertainment Indoor, at Lot 10, Block 1, Bandera Center Unit 4A, Leon Valley, Bexar County, Texas. (1st Reading was held on October 16, 2018) (M&C # 2018-10-16-02 B. Melland)

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: Monica Alcocer, David Edwards, Catherine Rodriguez, Benny Martinez, David Jordan

Discussion and Possible Action to Consider an Ordinance Authorizing a Budget Adjustment in the Amount of \$285,204 From the General Fund Reserve and \$75,801 From the Red-Light Camera Fund Reserve to Fund the Remainder of the Evers Road Bridge, Huebner Road Sewer Main Extension, and Wurzbach at Exchange Parkway Traffic Signal Projects (1st Read Held on October 16, 2018) (M&C # 2018-11-06-03 M. Moritz)

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

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

REGULAR AGENDA

Presentation, Discussion and Possible Action of an Ordinance Authorizing the Negotiation and Execution of a Leon Valley Community Center Lease Agreement with the Northwest Seniors (1st Reading as Required by City Charter) (M&C # 2018-11-06-04 K. Kuenstler)

City Manager Kelly Kuenstler presented this item because the City of Leon Valley's lease agreement with the Northwest Seniors will expire on December 31, 2018. City Manager Kuenstler presented a proposed two (2) year lease with the Northwest Seniors. If approved, the lease would be effective January 1, 2019 through December 31, 2020.

City Manager Kuenstler said that this lease comes with very few changes which include: That the City would agree to waive the following - Phone: \$360.00 per year; Utilities: \$7,200.00 per year; Supplies: \$1,584.00 per year; Facility Rental: \$1,500.00 per week (52 wks/yr) \$78,000 per year; Public Works: \$6,480.00 per year; (Crew Maintenance of Grounds and Building/Set Up and Break down Fees); and Weekend Events: \$1,600.00 (2 Saturdays a year). The approximate Total Annual Waiver Amount: \$95,224.00. The Seniors agree to pay the following - A fee of \$120.00 per month would be assessed for senior citizen daily activities - this is a clean-up fee.

City Manager Kuenstler concluded the presentation saying that staff recommends 2nd and 3rd edits by seniors be approved. Staff also recommends that 1st edit not be approved due

to the activities sometimes necessary for operation of the impound lot and other city functions.

- Shirley Jonas was present and spoke of all the activities held at the Community Center.

RESULT: FIRST READ

Discuss and Consider Possible Action on an In-Kind Grant Request by Representative Justin Rodriguez for Use of the Leon Valley Community Center at 6427 Evers Road for their 2018 District 125 Holiday Party (M&C # 2018-11-06-05 M. Mendoza)

Mayor Riley informed everyone that due to this evening's elections, State Representative Justin Rodriguez was unable to attend tonight's meeting.

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

RESULT: APPROVED [UNANIMOUS]
MOVER: David Edwards, Council Place 1
SECONDER: David Jordan, Council Place 5
AYES: Alcocer, Edwards, Rodriguez, Martinez, Jordan

Discuss and Consider Possible Action on a Resolution of the City of Leon Valley, TX. City Council Making Appointments to the City of Leon Valley Zoning Commission and Sign Code Update Advisory Committee (M&C # 2018-11-06-06 S. Passailaigue)

A motion was made by Councilor Monica Alcocer and seconded by Councilor David Jordan to appoint Sherry Pfau to the Zoning Commission to the position of Alternate 2; and to place the applications of Tina Chasan and Leticia Robledo as pending for future consideration.

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

A motion was made by Councilor and seconded by Councilor to appoint Ruth Spinoso DeRamos, Tina Chasan and Amy Monnig to the Sign Code Update Advisory Committee.

A motion was made by Councilor Monica Alcocer and seconded by Councilor Benny Martinez to accept the recommendation of the Zoning Commission to move Hilary Huber, Place 2 with a term expiring May 31, 2020; and David Malouff, 1st Alternate with a term expiring May 31, 2019.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Monica Alcocer, David Edwards
SECONDER: Benny Martinez, Council Place 4
AYES: Alcocer, Edwards, Rodriguez, Martinez, Jordan

Presentation and Discussion to Consider Approval of an Ordinance Authorizing ARCA, Inc. to Use a Portion of Shadow Mist Street or to Consider Approval of an Ordinance Authorizing a Budget Adjustment in the Amount of \$100,000, from the Stormwater Fund Balance, to Construct a Parking Lot at Shadow Mist Park, for Temporary Diagonal Parking Which May Be Used by the Soccer Facility at 5504 Shadow Mist (1st Read as Required by City Charter). (M&C # 2018-11-06-07 M. Moritz)

Public Works Director Melinda Moritz presented this item seeking City Council consideration of an ordinance authorizing ARCA, Inc. to use a portion of Shadow Mist Street for temporary diagonal parking for their soccer facility located at 5504 Shadow Mist Street, or to consider approval of an Ordinance authorizing a budget adjustment in the amount of \$100,000 from the Stormwater Fund Balance, to construct the Shadow Mist Park parking lot, also to provide temporary parking which may be used by the soccer facility, in order to comply with a court ordered Rule 11 Agreement.

RESULT: **FIRST READ**

Discussion and Possible Action on Audio, Visual and Networking Improvements at the Leon Valley Conference Center (M&C # 2018-11-06-08 S. Passailaigue)

ACM/HR Director Crystal Caldera presented this item for City Council review and seeking City Council's direction to staff on upgrading the Audio, Visual and Networking Equipment in the Leon Valley Conference Center. On October 20, 2018, the City of Leon Valley hosted its quarterly Coffee with the Mayor and City Council. During this event it was clear that the AV system needs some improvements, as well as, the internet or networking system. This item was requested by Councilwomen Alcocer and seconded by Councilman Jordan to be placed on the agenda for discussion and action.

ACM/HR Director Caldera concluded the presentation by informing the City Council that the sound system had not been upgraded since 1998. An upgrade was to the system was discussed in 2010, but decided not to move forward due to cost. The networking system has not been improved in at least 10 years. The projector and screen were placed in the conference center 6 years ago. The entire system has been piecemeal together over the years.

Amendment to Leon Valley Organizational Chart (K. Kuenstler)

City Manager Kuenstler presented a proposed restructure to the organizational chart and make the council approved Business Relations Specialist, a Business Relations Director who will be a direct report to the Manager. Furthermore, the Special Events Coordinator will be under the supervision of the Business Relations Director instead of a direct report to the

City Manager.

This change maintains the exact number of director level positions the council previously approved and the same exact number of FTEs previously approved by council. However, it restructures who the directors are and who the Special Events Coordinator reports to in the organizational chart.

CITIZENS TO BE HEARD

No comments from the public.

City Secretary Passailaigue updated everyone on the Election Results emphasizing that it was an Unofficial Tabulation.

ADJOURNMENT


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

These minutes approved by the Leon Valley City Council on the 20th of November, 2018.

APPROVED



CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

