



CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, April 18, 2017

MINUTES

1. **7:00 PM** Call to Order, Determine a Quorum is Present.

Attendee Name	Title	Status	Arrived
Chris Riley	Mayor	Present	
David Jordan	Mayor Pro Tem	Present	
David Edwards	Council Place 1	Present	
Belinda Ealy	Council Place 2	Present	
Monica Alcocer	Council Place 3	Present	
Benny Martinez	Council Place 4	Present	

Also in attendance were:

City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Denise Frederick, Community Development Director Kristie Flores, Community Development Manager Megan McLeod, Public Works Director Melinda Moritz, Assistant Public Works Director David Dimaline, Finance Director Vickie Wallace, Finance Clerk Ashley Wayman, Economic Development Director Amber Anthony, Police Chief Joseph Salvaggio, LVPD Captain Ruben Saucedo, Fire Chief Luis Valdez, Fire Captain Blake Wade and Fire Marshal Eric Burnside. Also present for presentations in Section 3 were numerous members of the LVPD and LVFD.

Mayor Riley asked Council Member Monica Alcocer to lead the Pledge of Allegiance.

Citizens to Be Heard and Time for Objections to the Consent Agenda

Mayor Riley asked if any of the Council Members wished to pull any item from the Consent Agenda for discussion. There being no item pulled the Mayor proceeded to citizens to be heard.

- Sharon Hendricks of 6015 Aids Drive gave an impromptu report on the status of the Earthwise Living Committee.
- City Manager Kelly Kuenstler read aloud a letter she received from Ron Bucchi, President of the San Francescani Society thanking and praising Chief Joseph Salvaggio, Chief Luis Valdez, Chad Mandry and members of the LVPD and LVFD for helping a local family in desperate need.

Presentations

Recognition of Philip H. Francis Ph.D. as a Distinguished Civic Leader. (Mayor Chris Riley)

Mayor Chris Riley and former Mayor Bob Williams presented a Proclamation of Distinguished Civic Leader in recognition of Philip H. Francis Ph.D. Mrs. Francis and her family was present to accept the proclamation on his behalf.

Presentation of a Certificate of Achievement to Detective Jimmie Wells for his 32+ years of service to the City of Leon Valley. (Mayor Chris Riley and Police Chief Joseph Salvaggio)

Mayor Riley and Police Chief Joe Salvaggio presented a Certificate of Achievement to Detective Jimmie Wells for his 32+ years of service to the City of Leon Valley.

Presentation and badge pinning of new Fire Captain, Todd Morgan. (Mayor Chris Riley and Fire Chief L. Valdez)

Mayor Chris Riley and Fire Chief Luis Valdez presented new Fire Captain, Todd Morgan. Captain Morgan’s wife and daughter were present to pin Captain Morgan with his badge. Captain Morgan’s parents were present as well.

Presentation and Pinning of badges on new Firefighters, Connor Hughett and Julian Mendoza. (Mayor Chris Riley and Fire Chief L. Valdez)

Mayor Chris Riley and Fire Chief Luis Valdez introduced Firefighter Connor Hughett whose wife was present to pin him with his badge.

Mayor Chris Riley and Fire Chief Luis Valdez introduced Firefighter Julian Mendoza whose parents were present to pin him with his badge.

CONSENT AGENDA

A motion was made by Council Member Benny Martinez and a second by Council Member Belinda Ealy to accept the consent agenda as revised.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Benny Martinez, Council Place 4
SECONDER:	Belinda Ealy, Council Place 2
AYES:	Jordan, Edwards, Ealy, Alcocer, Martinez

City Council - Regular Meeting - Apr 4, 2017 7:00 PM

Discussion and possible action on the appointment of applicants to various City boards and committees. (M&C # 2017-04-18-01 S.Passailaigue)

Consider Approval of Quarterly Investment Report for the quarter ended March 31, 2017. (M&C # 2017-04-18-02 V. Wallace)

Consider, Discuss, and Possible Action to Amend Resolution No. 15-016R Requesting the Alamo Area Metropolitan Planning Organization (MPO) Amend their Transportation Improvement Program (TIP) to Move the Huebner Creek Greenway Hike and Bike Trail Project Funding from Their Fiscal Year 2017 to Their Fiscal Year 2019 to Align With the Completion of the Bexar County Flood Control LC-17 Project (M&C # 2017-04-18-03 M. Moritz)

5. **REGULAR AGENDA**

Consideration of an Ordinance Amending the City of Leon Valley's City Code - Appendix A - Fee Schedule, Article A2.003 Municipal Park Administrative Fees, to add a new letter (g) Swimming Pool Fees (M&C # 2017-04-18-04 D.Dimaline)

Assistant Public Works Director David Dimaline presented the item for the purpose of amending the City of Leon Valley's City Code - Appendix A Fee Schedule, Article A2.003, Municipal Park Administrative Fees, to add a new letter (g) Swimming Pool Fees. Staff recommends approval of the proposed ordinance amending the Leon Valley City Code Appendix A Fee Schedule to add Sec. A2.008 Fees for the City of Leon Valley's Community Pools. Staff also recommends further study, after the 2017 swim season, on all funding options before next fiscal year operations.

Representatives from Sela Aquatics, LLC were present to answer questions.

The following citizens spoke on this item:

- Carolyn Gabriel, 6014 Forest Bend, opposed to the fees and concerned with the affect it would have on the swim teams.
- Ms. Acevedo, 5923 Forest Mill, in favor of the fees
- Ms. Cooley, 6615 Cherryleaf, opposed to the fees for families and swim team members
- Brigid Cooley, 6615 Cherryleaf, opposed to the fees for families and swim team members
- Carol Cooley, 6615 Cherryleaf, opposed to the fees for families
- Olen Yarnell, 7230 Sulky, spoke about the cost to the City

City Attorney Denise Frederick called for a Point of Order twice asking speakers to stay on the topic that was posted on the agenda.

There was a lengthy discussion followed by a motion made by Council Member Benny

Martinez and seconded by Council Member Belinda Ealy to approve the proposed fee schedule as presented with the following changes: Season Pass - Swim Team Member (team use only) \$20.00; Season Pass - Swim Team Member (full use of pool) \$30.00; family fee not to exceed \$200.00; and with a minimum age of 16 to be allowed without an adult.

City Attorney Frederick called another Point of Order reminding Council they are only to consider fees. That being said, Council Member Martinez withdrew the portion of his motion as it relates to the minimum age requirement and staff was directed to put that requirement into the pool policy.

Mayor Riley restated the motion to approve the proposed fee schedule as presented with the following changes: Season Pass - Swim Team Member (team use only) \$20.00; Season Pass - Swim Team Member (full use of pool) \$30.00; and a family fee not to exceed \$200.00 and asked for a vote which was unanimous.

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Benny Martinez, Council Place 4
SECONDER:	Belinda Ealy, Council Place 2
AYES:	Jordan, Edwards, Ealy, Alcocer, Martinez

Discuss timeline and consider possible action to approve a Resolution Naming the new Evers Rd. / Huebner Creek bridge, "Lance Corporal Stephen J. Perez Memorial Bridge". (M&C # 2017-04-18-05 J.Salvaggio)

Police Chief Joe Salvaggio presented this item asking City Council to consider naming the new bridge, being a crossing over Huebner Creek, the "Lance Corporal Stephen J. Perez Memorial Bridge". Chief Salvaggio gave a background saying that Stephen J. Perez was a young man that spent a good portion of his life in Leon Valley. He spent time visiting his Aunt, a resident of Leon Valley, as a small boy, and even played baseball with his brother at Northwest Little League for several seasons. His mother later purchased a home in Leon Valley in the Linkwood subdivision where she lived when her Sons. Immediately following the tragic events that took place on September 11, 2001. Stephen Perez became a Marine and would come home to Leon Valley to visit his family during his time in service. Lance Corporal Perez died in battle on April 13th, 2006, in Al Anbar Province, Iraq, while serving in Operation Iraqi Freedom. He was a 2002 graduate of St. Anthony Catholic High School and attended St. Mary's University. Lance Corporal Perez enlisted in the United States Marine Corps in 2003. He received several medals while serving including; the Purple Heart, Iraqi Campaign Medal, Global War on Terrorism Service Medal, Global War on Terrorism Expeditionary Medal, National Defense Service Medal, Humanitarian Service Medal, and the Sea Service Deployment Ribbon, 2nd Award.

In conclusion, staff met with Mrs. Diana Pena-Smith, Mother of Lance Corporal Stephen J. Perez and brother, Kenneth Perez. Discussions included finding ways to honor the memory

of Leon Valley local hero, Lance Corporal Stephen Perez. While several options were discussed, the idea of naming our new bridge in his honor was favored. This bridge is planned to replace and improve the Huebner Creek crossing along Evers Rd. The proposed bridge is currently under review with TxDOT, and will be scheduled soon for bidding and awarding of a contract. An estimated timeline for this project is July 2017 through March 2018. A dedication of the new bridge may take place at completion, on Memorial Day, or both. The decision of naming the bridge may play a factor in design and planning for presentation to the public.

A motion was made by Council Member David Jordan and seconded Council Member Benny Martinez to approve a the naming the new Evers Rd. / Huebner Creek bridge, "Lance Corporal Stephen J. Perez Memorial Bridge".

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Jordan, Mayor Pro Tem
SECONDER:	Benny Martinez, Council Place 4
AYES:	Jordan, Edwards, Ealy, Alcocer, Martinez

Consideration, Discussion and Action on Sign Variance # 2017-001, to grant a Sign Variance to Chapter 14, "Zoning Ordinance," Section 14.02.304, "Regulations for All Districts," Subsection (m) "Overlay Districts," Part G(2)(j). "Prohibited Signs," to allow an 85 square foot Electronic Message Center sign to be added to an existing 39-foot tall Pole Sign with a 298 square foot sign face to In Town Suites at 6625 Bandera Road (M&C # 2017-04-18-06 K. Flores)

Community Development Director Kristie Flores presented this item on behalf of In Town Suites Bandera Road Inc., who is requesting consideration of an Electronic Message Center sign measuring 85 square feet to be added to their existing 39-foot tall sign pole which has an existing sign face of approximately 298 square feet. The overall sign face would total 383 square feet with the addition of the Electronic Message Center. The applicant has indicated that the Electronic Message Center would be helpful to their business and the surrounding area by: 1) allowing them to communicate involvement initiatives such as Blue Santa, Food Bank Drives and the like, 2) would allow In Town to communicate rates to customers, which would promote occupancy, and 3) would reduce the liability incidents associated with changing out pricing manually. There have been similar variances granted in the area. Bandera North Shopping Center at 6400 Bandera Road was granted a message board sign variance in January 2017, Bandera Center at 6421 Bandera Road in December 2012 and Leon Valley Veterinary Hospital at 6701 Bandera Road in September 2011.

A motion was made by Council Member Monica Alcocer and seconded by Council Member Belinda Ealy to deny the variance but that he be able to come back after the ordinance is amended but without having to pay a fee.

City Manager Kelly Kuenstler asked that City Council consider allowing staff through summer to bring back a sign amendment. City Council agreed.

RESULT:	DEFEATED [2 TO 3]
MOVER:	Monica Alcocer, Council Place 3
SECONDER:	Belinda Ealy, Council Place 2
AYES:	Jordan, Alcocer
NAYS:	Edwards, Ealy, Martinez

Amending the City Code of Ordinances, Appendix A, "Fee Schedule," Article A8.000, "Building and Construction Related Fees," Section A8.004, "Certificate of Occupancy," to add "(3) Certified Duplicate Certificate Fee: \$125" (M&C # 2017-04-18-07 K. Flores)

Community Development Director Flores presented this item saying City Departments have created an audit process by which businesses are visited and audited to make sure that they have a posted Certificate of Occupancy. The audit began in February 2017 and to date many businesses have applied and received their Certificates but do not have them posted or have misplaced them. Upon verifying that the business does have a Certificate per the Incode permitting system, staff is having to spend valuable time duplicating or recreating Certificates for business owners to post.

Community Development Director Flores concluded saying staff proposes to recoup the expense of staff verification and preparation, letterhead, and certificate seals by charging a Certified Duplicate Certificate Fee of \$125. It is the responsibility of the business owner to ensure they have the proper permitting posted as directed on each certificate issued by the Development Department. There will be revenue generated to support Building Department operations. The proposed Certified Duplicate Certificate Fee is \$125.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan to adopt the ordinance amending the City Code of Ordinances, Appendix A, "Fee Schedule," Article A8.000, "Building and Construction Related Fees," Section A8.004, "Certificate of Occupancy," to add "(3) Certified Duplicate Certificate Fee: \$125" as presented.

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

Consider, discussion and possible action on an Ordinance Authorizing The Negotiation and Execution of A Professional Services Agreement with Armstrong, Vaughan & Associates for auditing services in an amount not to exceed \$100,000 for Term of Five (5) Years (M&C # 2017-04-18-08 V. Wallace)

Finance Director Vickie Wallace and Finance Clerk Ashley Wayman presented the item by

saying that Request for Qualifications (RFQ) were solicited from qualified certified public accounting firms to audit the City’s financial statements for five years starting with the fiscal year that ends on September 30, 2017. The responses were evaluated and scored by an Audit Selection Committee (ASC). The Audit Selection Committee (ASC) consisted of David Dimaline, Megan McLeod, Luiz Valdez, Ruben Saucedo, Ashley Wayman and Vickie Wallace. Based on the scoring criteria included in the RFQ the top four firms are as follows: Armstrong, Vaughan & Associates; ABIP; Belt Harris; and Patillo, Brown and Hill.

Finance Director Wallace concluded saying that staff recommends the City Manager to be authorized to negotiate and execute a Professional Service Agreement with Armstrong Vaughan and Associates in an amount not to exceed \$100,000 for a term of five (5) years.

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Jordan to authorize the negotiation and execution of a professional services agreement with Armstrong, Vaughan & Associates for auditing services in an amount not to exceed \$100,000 for term of five (5) years as presented.

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

Update on San Antonio Water System’s LC-17 Phase III and W-2 Huebner Creek Projects - Ryan Sowa, P.E. of Kimley-Horn, (engineer for San Antonio Water Systems SAWS Project). (M&C # 2017-04-18-09 M. Moritz)

Public Works Director Melinda Moritz introduced Ryan Sowa, P.E. of Kimley-Horn to present an update to the City Council and citizens on the San Antonio Water System’s (SAWS) portion of the LC-17 Phase III project and the future SAWS Huebner Creek W-2 project. The projects are to relocate recycled water and sewer mains in Huebner Creek, from the city limits at Shadow Mist Drive to the northeast city limits at the Apple Creek subdivision, and then beyond.

Bexar County Flood Control (BCFC) has begun construction of the LC-17 Phase III project, which consists of widening Huebner Creek, from Shadow Mist to the Bandera Road bridge. This project also includes relocating the SAWS recycled water and wastewater mains in the creek, from Shadow Mist to the Northwest Little League ballfields, off of Poss Road. The contractor for SAWS is marking locations in the creek bed at the Bandera Road bridge and is expected to begin construction in June.

The contractor will stage at the Bandera Road bridge and dig bore pits. They will then bore a tunnel from the bridge, through Huebner Creek, to the Northwest Little League Softball field area. SAWS plans on continuing from the Northwest Little League ball fields to the

northeast city limits on Huebner Road, as a part of their Huebner Creek W-2 project. This will consist of boring a tunnel from the ballfield to the Evers Road bridge, along Poss Road. The remaining portion of the project will then continue from the Evers Road bridge to the Apple Creek subdivision in San Antonio, through Huebner Creek.

The work is expected to take approximately 40 months to complete. A tree removal permit for the LC-17 Phase III project was issued to SAWS on June 16, 2016. The plans call for a total of five trees to be removed and four new trees to be planted. All areas of construction are to be restored and SAWS is aware of the sensitive nature of the Huebner - Onion Natural Area Park. Bank erosion along the creek in areas that were disturbed near Bandera Road bridge is to be mitigated with high-strength matting and gabion mattresses.

- Lyn Joseph, 6423 Trotter Lane asked about the tunnels from Evers to Huebner.
- Matthew Hodde, 5905 El Verde Road asked what the limitation of what could be built over this project along Bandera Road to the city limits.

RESULT:	PRESENTED
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Discuss, Consider and Possible Action to Approve the Creation of an Economic Development Advisory Committee (M&C # 2017-04-18-10 K. Kuenstler)

City Manager Kelly Kuenstler presented this item at the request of Council Member Benny Martinez and Council Member David Jordan that this item be brought forward for the Council to consider the creation of an advisory committee for economic development projects as 81% of citizens favored the oversight committee during the January, 2017 Town Hall Meeting.

City Manager Kuenstler said the advisory committee would be used to vet projects proposed by staff prior to the specific economic development project being placed on the City Council Agenda. This committee would be able to give the Leon Valley City Council further input and advice on proposed economic development projects. The committee would meet on an as needed basis and could be called by the staff liaison who is currently the Economic Development Director or the City Manager. Furthermore, the committee could meet on an annual basis to provide oversight on the expenditures allocated to the economic development portion of the 1/8% sales & use tax which is now being directed to the general fund to ensure that staff is utilizing funds in the intended manner.

City Manager Kuenstler concluded the presentation with the following staff recommendation being that City Council approve the creation of an Economic Development Advisory Committee to vet economic development projects on an as needed basis; that the Economic Development Advisory Committee provide annual oversight of the expenditures allocated to the economic development portion of the 1/8% sales & use tax which is now

being directed to the general fund; and that the committee consist of 7 members and that the existing Leon Valley Economic Development Corporation Members be given first choice to sit on the Advisory Committee. If they choose not to do so, the City will take applications from other interested citizens.

City Council Member Monica Alcocer said it would be more practical to combine Community Development and Economic Development but said she wasn't sure if that could be done with the way the item is captioned this evening. There was a consensus among the members of City Council to combine the two.

- Olen Yarnell, 7230 Sulky Lane asked what the process would be in getting information to City Council; and what involvement the City staff would have.

A motion was made by Council Member David Jordan and seconded by Council Member Benny Martinez to approve the resolution creating an Economic and Community Development Advisory Committee with the authority to make recommendation and vet economic and community development projects on an as needed basis. Also that the committee consists of seven (7) members and that the former Leon Valley Economic Development Corporation be given first option but excluding the two sitting City Council members.

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

City Manager's Report

Approved Minutes from Boards, Commissions and Committees for City Council review.

Upcoming Events:

- Next City Council Meeting, May 02, 2017
- San Antonio League of Women Voters Candidates Forum, April 20, 2017, at 6:00 p.m. at the Conference Center.
- Coffee with the Mayor & Council, April 22, 2017, 9:00 a.m. - 11:00 a.m. at the Conference Center - Garbage contract will be the primary topic.
- LVHS Homestead Under the Stars, April 22, 2017, 6:30 p.m. - 9:30 p.m. at the Huebner-Onion Homestead, 6613 Bandera Road
- San Antonio Earth Day Celebration, Leon Valley to receive 2017 Air Quality Stewardship Trailblazer Award. Ceremony is on April 22, 2017, at 1:00 p.m. at the Woodlawn Lake Park

- May 06, 2017, General Election
- Miscellaneous other events and announcements.

City Manager Kelly Kuenstler reported that the Texas Parks & Wildlife Grant that had been previously applied for was denied; that beginning in May all City boards/committees will have an assigned month where they will present a 10 minute report on what they are doing; and reminded everyone of the upcoming candidate forum.

Mayor Riley reminded those interested in applying to serve on the Home Rule Charter Committee to submit their application. Mayor Riley also suggested interviews for these applicants.

Citizens to be Heard

None.

Announcements by the Mayor and Council Members

- Council Member David Edwards thanked everyone for hanging in for the long meeting.
- Council Member Monica Alcocer announced that she would not be able to attend the April 22nd Coffee with the Mayor & City Council and therefore would be excused.
- Council Member Benny Martinez announced the LVACC meeting at Cha Cha’s tomorrow at 11:30 a.m.
- Council Member David Jordan said “Go Spurs Go”.
- Mayor Riley read aloud a “thank you” card from Richard and Diane Sarfin related to the April 12th Volunteer Appreciation Dinner. Mayor Riley thanked the Leon Valley Team for a great event.

Adjournment

Mayor Riley announced that the meeting adjourned at 10:38 PM.

These minutes approved by the Leon Valley City Council on the 6th of May, 2017.

APPROVED



CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

