



CITY OF LEON VALLEY
CITY COUNCIL SPECIAL MEETING
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Monday, July 17, 2017

MINUTES

1. **5:30 PM** Call to Order

Attendee Name	Title	Status	Arrived
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 in attendance were:

City Manager Kelly Kuenstler, City Secretary Sandra Passailaigue, Finance Director Vickie Wallace, Finance Clerk Ashley Wayman, Interim Community Development Director Melinda Moritz, Interim Public Works Director David Dimaline, LVFD Chief Luis Valdez, LVFD Fire Marshal Eric Burnside, LVPD Chief Joe Salvaggio, LVPD Captain Ruben Saucedo, LV Public Library Director Sandy Underwood, LV Public Library Assistant Director Theresa Brader, Community Center/Conference Center Manager Amber Anthony, Executive Assistant to the City Manager Angela Trejo, Community Development Permit Clerk Ana Federico, Community Development Manager Megan McLeod and LVFD Captain Todd Morgan.

ACM/HR Director Crystal Caldera and City Attorney Denise Frederick joined the meeting after the Home Rule Charter Meeting they were attending concluded.

Agenda

Conduct a Workshop on the Proposed Fiscal Year 2018 Budgets and Associated Capital Plans. During the workshop, the City Manager will present a PowerPoint Presentation on the following Proposed Fiscal Year 2018 Budgets: General Fund; Water and Sewer (Enterprise) Fund; Grant Fund; Crime Control and Prevention District Fund; Building Security Fund; Child Safety Fund; Municipal Court Technology Fund; Debt Service Fund; Community Center Fund; Street Maintenance Tax Fund; and Police Forfeiture Fund (M&C # 2017-07-17-01 K. Kuenstler)

City Manager Kelly Kuenstler presented the proposed Fiscal Year 2018 Budget by first

saying that she is projecting a fund balance in the General Fund of approximately \$1,482,227 in the Capital Reserve Fund and \$1,000,000 in the Emergency Fund for an estimated total of \$2,482,227. City Manager Kuenstler said that as of today, the budget is not balanced by \$125,143 and then presented options to balance this budget. Options that were presented are to cut the dispatch contract (\$141,000) and go with Bexar County at no cost to the City; cut police and fire overtime (\$11,000); cut the slurry seal of the Community Center complex (\$30,000); cut the moving of the Library Annex (\$15,000); cut City Council streaming services (\$9,640); and cut the Kelly Day funding (\$69,392). Staff recommends these options as they have the least impact on the services we provide the citizens of Leon Valley and it would continue to allow the City to improve pay so we are competitive with other cities.

City Manager Kuenstler then moved to revenue highlights which include operating revenue of \$10,236,632; Ad Valorem taxes increased \$95,919; Impound Lot is estimated at \$180,000. Expenditure highlights included operating expenditures of \$9,074,025 which increased by \$538,675 due to the Impound Lot and personnel costs; and Capital expenditures of \$2,210,015 which also increased by \$1,114,387 due to the Evers Road Bridge Project.

City Manager Kuenstler went on to go into department contractual expenditures pointing out major items in the following: General Government - \$75,000 for salary market adjustments; \$10,600 for cameras in the Council chambers; \$6,500 for software to stream Council meetings; and \$6,165 to replace the postage meter. Police Department - \$36,715 for a part-time position for the Impound Lot; \$102,000 for portable hand-held radios (Forfeiture Fund); \$29,950 for in-car camera systems (Forfeiture Fund); \$68,056 for a traffic per-emption control system (Forfeiture Fund); \$61,955 to eliminate holiday time off and pay for worked holidays at double time; and \$66,265 for a new patrol officer position approved by Council in February 2017 (Forfeiture Fund). Fire Department - \$32,000 for five self-contained breathing apparatuses; \$204,000 for an ambulance and power stretcher system; \$42,270 to eliminate holiday time off and pay for worked holidays at double time; and \$69,392 for Kelly Day and 19-day pay cycle elimination. Public Works Department - \$92,000 for the pool management contract; \$120,000 for sidewalks; \$45,000 for a flatbed water truck; \$15,000 for a concrete mixer; \$75,000 for a backhoe; \$25,000 for a pick-up truck for the Construction Crew; \$35,000 for a dump truck; \$15,000 for a utility vehicle; \$150,000 to replace the traffic signal at Wurzbach and Exchange Parkway; and \$1,287,750 for the construction of the Evers Road Bridge. There was a consensus among the members of City Council to include \$20,000 (\$10,000 Water/Sewer and \$10,000 Public Works) for trenching and fungicide for a Tree Replacement Fund. City Manager Kuenstler proceeded with the Community Development Department - Deleted the Community Development Director position and replaced with a Planning and Zoning Director position. Special Events - \$65,757 to support the July 4th Celebration (\$46,000 for the event and \$19,757 for overtime) and \$15,000 for the Ciclovía Event. The Park Department - \$60,000 for the Silo Park pavilion and playscape; \$95,000 for the Old Mill park pavilion, playscape and fencing; and \$12,000 for the Ridge Park fitness equipment.

City Council recessed from 8:02 p.m. and reconvened at 8:14 p.m.

City Manager Kuenstler continued with the Leon Valley Public Library expenditures with \$10,000 to purchase new books; and \$24,670 to eliminate the summer hires and replace with two part-time positions which will also allow for the Library to remain open seven (7) days a week. Communication Department - this department is eliminated in the Fiscal Year 2018 budget and expenses have been allocated as appropriate.

City Manager Kuenstler went onto the Water and Sewer Fund saying this is a balanced budget with revenues at \$4,349,455 and operating expenses at \$3,901,022 (Operating expenses in the Water and Sewer Fund decreased by \$570,000 in Fiscal Year 2017). Capital is \$570,000. Water major expenditures are \$150,000 to replace water mains; \$20,000 for a utility pick-up; and \$130,000 to purchase water rights. Major Sewer expenditures are \$150,000 to replace sewer lines. Storm Water - \$30,000 for a mower tractor and shredder; and \$90,000 to purchase land.

City Manager Kuenstler addressed the Community Center next saying the budget is balanced with operating revenues of \$168,000; operating expenditures of \$165,042; and Capital of \$13,244 to remodel the Community Center kitchen.

Crime Control and Prevention Budget is also balanced with operating expenditures of \$375,389. This funds the salaries and benefits for the police captain, two (2) patrol officers, investigation sergeant, overtime and certification pay.

Special Revenue Funds include a Grant Fund of \$2,924 for law enforcement training; Building Security Fund of \$7,284 for the Municipal Court Bailiff; Child Safety Fund of \$14,530 for the School Crossing Guard Program; Municipal Court Technology of \$13,283; Debt Services of \$784,926; Police Forfeiture of \$420,366. Major items include: \$102,000 for portable hand held radios; \$28,950 for in-car camera system; and \$68,056 for a traffic pre-emption control system.

City Manager Kuenstler concluded the presentation with saying this budget would provide the following for Personnel: funds the Merit Pay System which allows each employee a 2% merit increase on their date of hire, if they qualify; funds the continuation of longevity pay (\$4.00 per month for each year of service); funds the retirement system (increase of .29%); funds a 2.5% COLA; Health Insurance (as of this meeting date those numbers have not been received by the City); provides the City Manager discretionary funds of \$75,000 for market salary adjustments.

Adjournment

Mayor Riley announced that the meeting adjourned at 9:30 PM.

These minutes approved by the Leon Valley City Council on the 1st of August, 2017.

APPROVED



CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

