



CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, February 20, 2018

MINUTES

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

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 present was City Manager Kelly Kuenstler, ACM/HR Director Crystal Caldera, City Secretary Sandra Passailaigue, City Attorney Denise Frederick, LVPD Chief Joseph Salvaggio, LVFD Chief Luis Valdez, Finance Director Vickie Wallace, Assistant Finance Director Ashley Wayman, Librarian Sandy Underwood, Assistant Librarian Theresa Brader, Public Works Director Melinda Moritz, Community Development Director Nina Nixon-Mendez, Assistant Community Development Director Felisha Novan, Community Development Permit Clerk Christina Garcia, Community Development Permit Clerk Ana Federico and Director of Special Events Maribel Mendoza.

Mayor Riley welcomed everyone and led the Pledge of Allegiance.

Mayor Riley asked for a moment of silence for the families of last week's tragedy in Florida.

Mayor Riley asked for all cell phones to be silenced.

Presentations

Introduction and Recognition of New Officers Johnson and Chapman (Mayor Chris Riley and LVPD Chief Joseph Salvaggio)

Mayor Chris Riley and LVPD Chief Joseph Salvaggio introduced and presented a Certificate of Appreciation to Sergeant Blake Johnson.

Monthly Financial Report-January 2018

Finance Director Vickie Wallace presented the Monthly Financial Report.

City Manager's Report

Approved Minutes from Committees:

Upcoming Important Events:

- Next City Council Meeting March 6th, 2018, at 6:00 p.m.
- 29th Annual Earthwise Living Day, Conference & Community Center, March 3, 2018 from 9:30 a.m. to 1:30 p.m.
- Introduction to Yoga FREE taught by Yoga Seva Institute: Sundays starting March 4 through April 29 (no class April 1 - Easter) 3-4:30pm at the Library
- Second annual MakerSpace Event at the library during Spring Break: Monday March 12 and Tuesday March 13 from 2-5pm daily
- Hiding in the Spotlight Play presentation at the library Saturday, March 10 at 12:30pm
- Library Board of Trustees Meeting Tuesday March 13 at 5:30pm in the library
- Trash & Treasure Sale, Community Center, March 31, 2018 from 9:00 a.m. until 2:00 p.m.
- Library Volunteer Appreciation Event at the library Wednesday, April 18 from 5-7pm
- May 5, 2018 General Election Filling Period, January 17th - February 16th, 2018
- Volunteer Appreciation Dinner, Conference Center, April 5th, 2018 at 6:00 p.m.
- Miscellaneous other events and announcements

City Manager 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) correction to the "Upcoming Events" item on the General Election which had a typo of the 7th of May when Election Day is actually the 5th of May; b) asked to remove agenda Item 7.3 as the Rule 11 is not ready yet and asked that this item be moved to March 6, 2018.

Mayor Riley asked City Manager Kuenstler about signs to notify drivers that the Conference Center, Library and Cafe were still open even though Evers Road is closed. Public Works Director Melinda Moritz informed the Mayor and City Council that signs had been ordered and were ready for pick up.

City Manager Kuenstler added that many political signs have been picked up because they were placed in the City's right-of-way which is a City Code Violation. The signs that were picked up have been placed at the Public Works Yard gate for political parties/candidates to retrieve. If not picked up they will be discarded.

Citizens to Be Heard

- Judy Pearl spoke about abandoned or vacant businesses that leave their signage behind; and asked what the City was doing to bring in new businesses to Leon Valley.
- City Manager Kuenstler responded to Ms. Pearl saying that one of the recent businesses that closed is one that is closing country-wide. City Manager Kuenstler concluded her

response saying that 304 business permits were issued in Leon Valley over the last two (2) years.

- Lyn Joseph asked who was handling economic development in the City right now.
- City Manager Kuenstler reported that she herself along with Captain Todd Morgan and Special Events Director Maribel Mendoza were all three working together on this.
- Cassie Rowse let the Mayor and City Council know that she and many of her neighbors were very pleased with the service and customer service provided by Tiger Sanitation. "Tiger has been very responsive."

Announcements by the Mayor and Council Members

- Council Member David Edwards thanked everyone for coming to this evenings meeting.
- Council Member Monica Alcocer spoke about Basura Bash and reminded everyone to "be kind to one another".
- Council Member Benny Martinez reminded everyone that the Leon Valley Chamber of Commerce would meet at Henry's Puffy Taco tomorrow. All are welcome.
- Council Member David Jordan also spoke about Basura Bash and encouraged all to participate next year.
- Council Member Belinda Ealy spoke about low park attendance and reminded everyone to "Come on Out for the Leon Valley Earthwise Living Day event" Saturday, March 3rd
- Mayor Chris Riley read off the dates and times for early voting for the Joint Primary Election; Bandera Road options meeting this coming Wednesday at VIA at 1021 San Pedro.

CONSENT AGENDA

A motion was made by Council Member Monica Alcocer and seconded by Council Member David Edwards to approve agenda Items 6.1 and 6.2 as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Council Place 3
SECONDER:	David Edwards, Council Place 1
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan

1. Consideration of the Following City Council Minutes:
 - a. Special Meeting for Executive Session- February 6, 2018 5:30 PM
 - b. Regular Meeting- February 6, 2018 6:00 PM

Consider, Discussion and Possible Action on a Resolution Removing Rita Peterson and Linda Barker from Earthwise Living Committee; Appointing William Dooley to the Zoning Commission; Appointing Jack Dean to the Park Commission; and Appointing Herminia Ruiz to the Citizens Police Advisory Committee (M&C # 2018-02-20-01 S. Passailaigue)

Ordinance

Presentation and Possible Action on an Ordinance Approving the Hike & Bike Trail Grading Plan and Trail Alignment (2nd Reading as Required by City Charter) (M&C # 2018-02-20-02 F. Novan)

A motion was made by Council Member Monica Alcocer and seconded by Council Member Belinda Ealy to approve as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Monica Alcocer, Council Place 3
SECONDER:	Belinda Ealy, Council Place 2
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan

Presentation and Possible Action on an Ordinance Authorizing a Budget Adjustment in the Amount of \$17,500 for a Mowing Tractor (2nd Reading as Required by the Leon Valley Charter) (M&C # 2018-02-20-03 M. Moritz)

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

Presentation, Discussion and Possible Action on an Ordinance Granting Specific Use Permit #2017-281 to Crystal Covino of the San Antonio Aquarium, LLC for the Operation of an "Entertainment-Outdoor" Facility in a B-3 (Commercial) Commercial/Industrial Overlay Zoning District, Generally Located at 6320 Bandera Road, being 5.6 acres known as CB 4429H (Lincoln Mercury Subdivision) BLK 1 LOT 6 (2nd Reading as Required by the Leon Valley Charter) (M&C # 2018-02-20-04 N. Nixon-Mendez)

A motion was made by Council Member David Jordan and seconded by Council Member Monica Alcocer to pull the item and bring it back to the March 3, 2018 City Council agenda.

RESULT:	POSTPONED [UNANIMOUS]	Next: 3/6/2018 6:00 PM
MOVER:	David Jordan, Council Place 5	
SECONDER:	Monica Alcocer, Council Place 3	
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan	

Presentation and Possible Action on an Ordinance Authorizing the Continued Closure of Evers Road until Completion of the Evers Road Multi-Culvert Crossing Project (2nd Reading as Required by City Charter) (M&C # 2018-02-20-05 M. Moritz)

A motion was made by Council Member David Jordan and seconded by Council Member David Edwards to adopt as presented.

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

Presentation and Possible Action on an Ordinance Accepting the Texas Office of the Governor (OOG) Grant Award and Adjusting and Increasing the General Fund Budget in the amount of \$23,850 for Ballistic Rifle Armor Carriers (2nd Reading as Required by the Leon Valley Charter) (M&C # 2018-02-20-06 J. Salvaggio)

A motion was made by Council Member David Edwards and seconded by Council Member David Jordan to adopt as presented.

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

Presentation and Possible Action on an Ordinance Authorizing a Budget Adjustment in the FY 2017-2018 General Fund Budget in the Amount \$1,840.25 to Reimburse Northstar Sports, LLC for ECDAC Signage. (2nd Reading as Required by City Charter) (M&C # 2018-02-20-07 K. Kuenstler)

A motion was made by Council Member Benny Martinez and seconded by Council Member David Edwards to adopt as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Benny Martinez, Mayor Pro Tem
SECONDER:	David Edwards, Council Place 1
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan

8. REGULAR AGENDA

Presentation, Discussion & Possible Action on a Resolution Authorizing a 3rd Amendment to the Leon Valley Cafe Lease Agreement (M&C # 2018-02-20-08 K. Kuenstler)

City Manager Kuenstler presented this item which is the 3rd amendment to the lease agreement and is being proposed in consideration for the construction of the bridge project on Evers Road in Leon Valley. The construction and closing of Evers Road has caused a hardship and a reduction in customers at the Leon Valley Café. The business has had to terminate employment of several employees due to the business reduction they believe has been caused by the road closure and construction project.

A motion was made by Council Member Benny Martinez and seconded by Council Member David Edwards to adopt as presented with the amendment to amend from *six (6) months ending August 31, 2018* to *ten (10) months ending December 31, 2018* (end of calendar

year).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Benny Martinez, Mayor Pro Tem
SECONDER:	David Edwards, Council Place 1
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan

Presentation and Discussion on a 1st reading of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix "A", Section A2.003 Municipal Park Administrative Fees. (1st Reading as Required by City Charter) (M&C # 2018-02-20-09 M. Moritz)

Public Works Director Melinda Moritz and Park Commission Member David Smith presented this item seeking City Council consideration in revising the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Section A2.003 Municipal park administrative fees, subsections 1. (a) through 1. (f) to increase user fees for park facilities and provide a discount for Leon Valley residents.

The park fees have not been increased since 2010. In performing research of other cities park user fees, it was discovered that Leon Valley user fees were almost the lowest in the San Antonio metropolitan area. Raymond Rimkus Park is in use by the public constantly and the facilities are rented every weekend. This change will assure that our fees are competitive, which may reduce the overuse of the athletic fields, and will provide additional funding for maintenance and improvements to the parks.

This ordinance will be presented at the March 6, 2018 City Council meeting for a second read.

RESULT:	FIRST READ
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Presentation and Discussion on a 1st Reading of an Ordinance Authorizing a Budget Adjustment in the FY2017-2018 General Fund in the Amount of \$29,600 to Provide Funding for the Leon Valley Hike & Bike Trail Project. (1st Reading as Required by City Charter) (M&C # 2018-02-20-10 M. Moritz)

Public Works Director Moritz presented this item seeking City Council approval of an Ordinance authorizing a budget adjustment from the General Fund in the amount of \$29,600, for the plans, specifications, and engineering (PS&E) for the grading of a Hike & Bike trail.

The Hike & Bike Trail Committee recommended, and the City Council approved, a trail alignment that will run parallel to El Verde Road, from Shadow Mist to the Bandera Road bridge. In order to provide PS&E for this project, funds are needed in the amount of \$29,600.

We are hopeful that the actual grading of the trail will be paid for and performed by the Bexar County Flood Control as a part of the LC-17 flood control project; however, they will need engineered plans in order to perform the work.

The City applied for and received a reimbursement grant from the Alamo Area Metropolitan Planning Organization for the construction of a Hike and Bike Trail; however, the grant does not pay for PS&E. The cost must be borne by the City. In addition to the grading plan, the City will also pay for the remaining portion of plans for the actual finished product when that time comes.

The County is expecting the LC-17 Segment III project to be completed by mid-summer, but will not be deeding the land to the City for a period of one year. At that time, the land will be deeded to the City and the remaining portion of the Hike & Bike Trail may be completed. It is expected that plans for the remainder of the trail will be completed in the winter of this year, which is in the next fiscal year, and then submitted to TxDOT for their review in early January of 2019. The reviews should be completed and the project bid by the time the County deeds the land to the City.

This ordinance will be presented at the March 6, 2018 City Council meeting for a second read.

RESULT:	FIRST READ
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Presentation and Discussion on a 1st Reading of an Ordinance Authorizing a Budget Adjustment to Provide Additional Funding for the Tree Re-Purposing Project (1st Reading as required by City Charter) (M&C # 2018-02-20-11 D. Dimaline)

Public Works Director Moritz presented this item seeking City Council approval of an Ordinance authorizing a budget adjustment from the General Fund, in the amount of \$18,000, to fund the benches being made from the tree re-purposing project. The LC-17 Project is in progress and trees have been removed and delivered to Greenwood Milling for re-purposing into benches. There were approximately 20 trees milled.

At the April 4, 2017 City Council meeting, the City Council approved the type, style, number, and cost of the benches being created. The 20 benches approved will have a concrete form base, and cost \$900 each.

This ordinance will be presented at the March 6, 2018 City Council meeting for a second read.

RESULT:	FIRST READ
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Discuss and Consider Possible Action on an Amendment to the Leon Valley Public Library Policy & Procedure Manual, Articles VIII and XI (M&C # 2018-02-20-12 S. Underwood)

Library Director Sandy Underwood presented this item saying that written policies establish the framework for what will or will not be done. They are a philosophy, standard, or criterion that helps employees exercise good judgment.

Updates are proposed to the Patron Conduct Policy to update wording for clarity and completeness.

This was followed by a discussion regarding changes needed to remove “dangerous weapons” and replace it with “illegal weapons”; and “prescription drugs” to “illicit drugs” as per comments by Cassie Rowse.

A motion was made by Council Member David Jordan and seconded by Council Member Benny Martinez to approve as amended.

RESULT:	APPROVED AS AMENDED [UNANIMOUS]
MOVER:	David Jordan, Council Place 5
SECONDER:	Benny Martinez, Mayor Pro Tem
AYES:	Martinez, Edwards, Ealy, Alcocer, Jordan

Presentation, Discussion and Possible Action on the Status of the Mayor’s Youth Advisory Council (M&C # 2018-02-20-13 A. Wayman)

Assistant Finance Director Ashley Wayman presented the item to discuss the status of the Mayor’s Youth Advisory Council, approved at the regular City Council Meeting on February 7, 2017, and to receive recommendations from Council on how to proceed with this program.

The purpose of the Mayor’s Youth Advisory Council is to promote participation by local youth in municipal government, thereby cultivating civic leadership skills, facilitating connections to success, and empowering members to serve as the next generation of local decision makers.

Two (2) applications were received and interviews were conducted in September 2017, however minimum student participation was not met.

Staff is seeking direction from Council on how to proceed with this program.

Council Member Jordan offered to partner with Ms. Wayman to recruit volunteers. Lyn Joseph suggested contacting the scouts.

Catherine Rodriguez spoke out about having suggested the program and putting everything together and not being included in any of the discussions, changes or process. Mayor Riley apologized to Ms. Rodriguez informing her that the City Council made the decision to move forward with the program after attending the 2017 TML Annual Conference. Ms. Rodriguez said she would want to work with Council Member Jordan and Ms. Wayman on this committee.

Presentation and Discussion on the 1st Reading of an Ordinance Accepting the Southwest Regional Advisory Council Trauma Grant Award and Adjusting and Increasing the General Fund Budget in the amount of \$4,223 for Leon Valley Fire Department Paramedic Training (1st Reading as Required by the Leon Valley Charter) (M&C # 2018-02-20-14 L. Valdez)

LVFD Chief Luis Valdez presented this item seeking City Council approval of a budget adjustment to accept the Southwest Texas Regional Advisory Council trauma system grant of \$4,223 to purchase advanced cardiovascular life support and pediatric advanced life support training for all Leon Valley Fire Department Paramedics.

This ordinance will be presented at the March 6, 2018 City Council meeting for a second read.

RESULT:	FIRST READ
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Citizens to be Heard


- Maria Gamboa spoke about rats and mice at 6819 Forest Meadow.
- City Manager Kuenstler said she would have staff look into this.

Adjournment

Mayor Riley announced that the meeting adjourned at 9:15 PM.

These minutes approved by the Leon Valley City Council on the 6th of March, 2018.

APPROVED



CHRIS RILEY
 MAYOR

ATTEST: 



SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY