



**CITY OF LEON VALLEY**  
**CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, September 18, 2018

**MINUTES**

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1. **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	Present	
Catherine Rodriguez	Council Place 2	Present	
Benny Martinez	Council Place 4	Present	
David Jordan	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, Public Works Administrative Assistant Yvonne Acuna, LVPD Chief Joseph Salvaggio, Finance Director Vickie Wallace, Assistant Finance Director Ashley Wayman, Special Events/Community Center Manager Maribel Mendoza, LVPD Captain Ruben Saucedo, Library Director Sandy Underwood, Planning & Zoning Director Brandon Melland, LVFD Interim Chief Robert Ojeda, and LVFD Captain Blake Wade, and various LVPD staff.

Mayor Riley welcomed everyone and asked Councilor David Edwards to lead the Pledge of Allegiance.

Mayor Riley asked for all cell phones to be silenced.

**Presentations**

**Monthly Financial Report August 2018 (A. Wayman, Assistant Finance Director)**

Assistant Finance Director Ashley Wayman presented the Financial Report ending August 2018.

**Staff Report on the 2018 Swim Season for both City Pools (M&C #2018-09-18 D.Dimaline)**

Public Works Director Melinda Moritz presented this item along with Sela representatives.

- Lyn Joseph asked about the expenditure of \$11,174.18.

- Public Works Director Melinda Moritz responded by saying that the funds were spent on bonding and grounding the pool which had apparently never been done.
- Larry Proffitt asked if the data targeted age groups and asked about hot food permits.
  - Sela representatives responded that there is no need for a food permit because everything that needs to be heated is done by microwave instead of an oven or stove which does require a permit.

<b>RESULT:</b>	<b>PRESENTED</b>
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## City Manager's Report

### Committee Minutes

### Upcoming Important Events:

- Next Regular City Council Meeting **Monday**, October 01, 2018, at 6:00 p.m.
- October 2, 2018, Regular City Council Meeting has been rescheduled to October 1, 2018, to accommodate National Night Out which is October 2, 2018
- National Night Out, October 2, 2018
- Coffee with the Mayor & City Council, Saturday, October 27, 2018, from 9:00 a.m. to 11:00 a.m. at the Conference Center
- 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) asked for a consensus from members of City Council to consider moving the October 27th Coffee with the Mayor & City Council to October 20th due to numerous City events being held on October 27th (there was a consensus to do just that). B) asked for a consensus from City Council on whether or not they wanted their email addresses put back on the website (there was a consensus to do just that); C) Ambulance services uncompensated care cost settlement amount - the City is getting a settlement amount of \$33,830.99 by October 1<sup>st</sup>. This amount could change but if it does it is believed that it will only be to the good. D) Sales tax is up 5.53% in September. E) The City of Leon Valley received the Certificate of Achievement for Excellence in financial reporting by GFOAT for its annual CAFR. F) Councilor Monica Alcocer wanted Tobacco 21 topic on the October Coffee with the Mayor & City Council agenda. City Manager Kuenstler asked for a consensus to add it to the agenda (there was a consensus to add it). G) We received notice from Bexar County that Leon Valley has been preliminarily awarded another CDBG Grant for the Blacksmith & Water Spoke Water & Sewer Main Replacements in the amount \$302,632 which is half of the funding needed for the

project which came to about \$605,000.00. H) Gave a report on which streets Tiger Sanitation had completed brush pick up on so far. I) Culinary Flavors of Leon Valley will be held September 5<sup>th</sup> from 9:00 a.m. to 10:00 a.m. in the Public Library parking lot. J) Grandparents Day is September 9<sup>th</sup> at 2:30 p.m. at the Community Center.

<b>RESULT:</b>	<b>PRESENTED</b>
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### **Citizens to Be Heard**

- Lyn Joseph offered her compliments on the Evers Road Bridge saying that it “is very pretty”.
- Liz Maloy spoke about the zoning changes that had been recently requested by the Baptist Church at Huebner and Evers.

### **Announcements by the Mayor and Council Members**

Councilor David Jordan spoke about Grandparents Day; and the 3<sup>rd</sup> Annual Job Fair to be held here on October 18<sup>th</sup> from 9:00 a.m. to noon.

Councilor Benny Martinez announced that the American Legion Honor Guard won 2<sup>nd</sup> Place in a recent competition and said that they would like to be part of the Evers Road Bridge Dedication Ceremony; also that the NW San Antonio Area Chamber of Commerce will hold their next meeting tomorrow at 11:30 a.m. at the Marriott off of Hwy 151; the Chamber will also hold their Gala on October 26<sup>th</sup>.

Councilor Monica Alcocer reminded everyone to be kind and smile more.

Councilor Catherine Rodriguez thanked everyone for coming; said she loves her people; thanked the staff; and thanked Maribel Mendoza for inviting her group to dance at the Grandparents Day event.

Councilor David Edwards thanked everyone for coming.

Mayor Chris Riley reminded everyone that the last day to register to vote is October 9<sup>th</sup>.

### **CONSENT AGENDA**

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

City Secretary Sandra Passailaigue asked for clarification on the resolution for the appointments to the Sign Code Update Advisory Committee. City Council confirmed that only the four (4) volunteers who had submitted their applications would be appointed at this time.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Benny Martinez, Council Place 4
<b>SECONDER:</b>	Monica Alcocer, Mayor Pro Tem
<b>AYES:</b>	Alcocer, Edwards, Rodriguez, Martinez, Jordan

1. Consideration of the Following City Council Minutes:
  - a. Regular Meeting- September 4, 2018 6:00 PM

**Discuss and Consider Possible Action on a Resolution Appointing Members to the Sign Code Update Advisory Committee (M&C # 2018-09-018-01 S. Passailaigue)**

A motion was made by Councilor Benny Martinez and seconded by Councilor Catherine Rodriguez to accept the Consent Agenda as presented.

**Ordinance**

**Discussion and Action 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 Read was held on 09-04-2018) (M&C # 2018-09-18-02 D. Dimaline)**

Public Works Director Melinda Moritz presented the item saying there were no changes since the first reading.

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

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

**Discussion and Action 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 Held on September 4, 2018) (M&C # 2018-09-18-03 M. Moritz)**

Public Works Director Melinda Moritz presented the item saying there were no changes since the first reading.

A motion was made by Councilor David Jordan and seconded by Councilor Catherine Rodriguez to adopt as presented.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	David Jordan, Council Place 5
<b>SECONDER:</b>	Catherine Rodriguez, Council Place 2
<b>AYES:</b>	Alcocer, Edwards, Rodriguez, Martinez, Jordan

**Discussion and Possible Action 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 Read was held on 9-4-2018) (M&C # 2018-09-18-04 B. Wade)**

LVFD Captain Blake Wade presented this item with the change of funds received going from \$10,565 to \$14,000.

A motion was made by Councilor Benny Martinez and seconded by Councilor Catherine Rodriguez to adopt as amended.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Benny Martinez, Council Place 4
<b>SECONDER:</b>	Catherine Rodriguez, Council Place 2
<b>AYES:</b>	Alcocer, Edwards, Rodriguez, Martinez, Jordan

**Discussion and Possible Action 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 Read was held on 09-04-2018) (M&C # 2018-09-18-05 J. Salvaggio)**

LVPD Chief Joseph Salvaggio presented the item saying there were no changes since the first reading.

A motion was made by Councilor Monica Alcocer and seconded by Councilor David Jordan to adopt as read.

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

**Discussion and Possible Action 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 Read was held on 09-04-2018) (M&C # 2018-09-18-06 J. Salvaggio)**

LVPD Chief Joseph Salvaggio presented the item saying there were no changes since the first reading.

- Richard Blackmore questioned what the City would do if the governor denies the use of these cameras.

A motion was made by Councilor Monica Alcocer and seconded by Councilor David Edwards to adopt as presented.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Monica Alcocer, Mayor Pro Tem
<b>SECONDER:</b>	David Edwards, Council Place 1
<b>AYES:</b>	Alcocer, Edwards, Rodriguez, Martinez, Jordan

**Discussion and Action To Consider Approval of an Ordinance Amending the City of Leon Valley "Wireless Services (Small Cells) Design Manual," Regarding the Permitting Process for the Installation of New Poles and Interference between Different Providers. (1st Reading was held on 08-07-18; 2nd Reading was tabled on 09-04-18) (M&C # 2018-09-18-07 B. Melland)**

Planning & Zoning Director Brandon Melland presented the item.

A motion was made by Councilor Monica Alcocer seconded by Councilor David Jordan to table this item until the next regularly scheduled City Council meeting.

<b>RESULT:</b>	<b>TABLED [UNANIMOUS]</b>
<b>MOVER:</b>	Monica Alcocer, Mayor Pro Tem
<b>SECONDER:</b>	David Jordan, Council Place 5
<b>AYES:</b>	Alcocer, Edwards, Rodriguez, Martinez, Jordan

**8. REGULAR AGENDA**

**Discuss and Consider Possible Action on an In Kind Grant Request by the Leon Valley Historical Society for Use of the Leon Valley Community Center at 6427 Evers Road for the Pioneer Gala (M&C # 2018-09-18-08 M. Mendoza)**

Special Events Coordinator Maribel Mendoza presented the item in response to a request that was submitted by the Leon Valley Historical Society is requesting in kind grant for use of the Leon Valley Community Center on Friday, October 19, 2018, for their Pioneer Fundraising Gala. The request is for the use of the facility, to include waiver of rental fees and assistance with setup and take down of the event. The Leon Valley Historical Society is willing to pay for the deposit, clean-up set-up and security fees.

The set-up of the Center will be during the hours of 2:00 p.m. - 5:00 p.m. on Friday. The event will begin in the evening from 6:30 p.m. -10:30 p.m. The purpose of the event is to fundraise for the Huebner- Onion Homestead and Stagecoach Stop Restoration Project. No alcohol will be sold. In reviewing the Community Center calendar and the City resources, the date and facility is available for use.

The In Kind Grant Committee consists of representation from Community Development, the Leon Valley Library, and the administration departments.

The In Kind Grant Committee evaluated the request based on the criteria outlined in the grant policy and guidelines. A scoring matrix was created to further evaluate the request. Per the matrix the maximum score is 24. In evaluating the request, a score of 18 or above results in an affirmative recommendation by the committee members, to then forward to Council for final consideration.

The attached request scored a median average of 19.25 resulting in a recommendation of approval to be forwarded to the City Council for final consideration.

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

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Monica Alcocer, Mayor Pro Tem
<b>SECONDER:</b>	Catherine Rodriguez, Council Place 2
<b>AYES:</b>	Alcocer, Edwards, Rodriguez, Martinez, Jordan

**Citizens to be Heard**


None

**Adjournment**

Mayor Riley announced that the meeting adjourned at 8:25 PM.

**These minutes approved by the Leon Valley City Council on the 1st of October, 2018.**

APPROVED

  
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**CHRIS RILEY**  
 MAYOR

ATTEST:   
**SAUNDRA PASSAILAIGUE, TRMC**  
 CITY SECRETARY

