

# PROPOSED ANNUAL OPERATING BUDGET

FY 2025



# LEON VALLEY CITY COUNCIL



MAYOR  
CHRIS RILEY



PLACE 1  
BENNY MARTINEZ



MAYOR PRO-TEMP  
PHILIP CAMPOS



PLACE 4  
REY OROZCO



PLACE 5  
WILL BRADSHAW

# CITY OF LEON VALLEY MISSION STATEMENT

The City of Leon Valley is committed to protecting the quality of life, safety, and liberty for all its citizens while prioritizing fiscal responsibility, resiliency, sustainability, and economic development

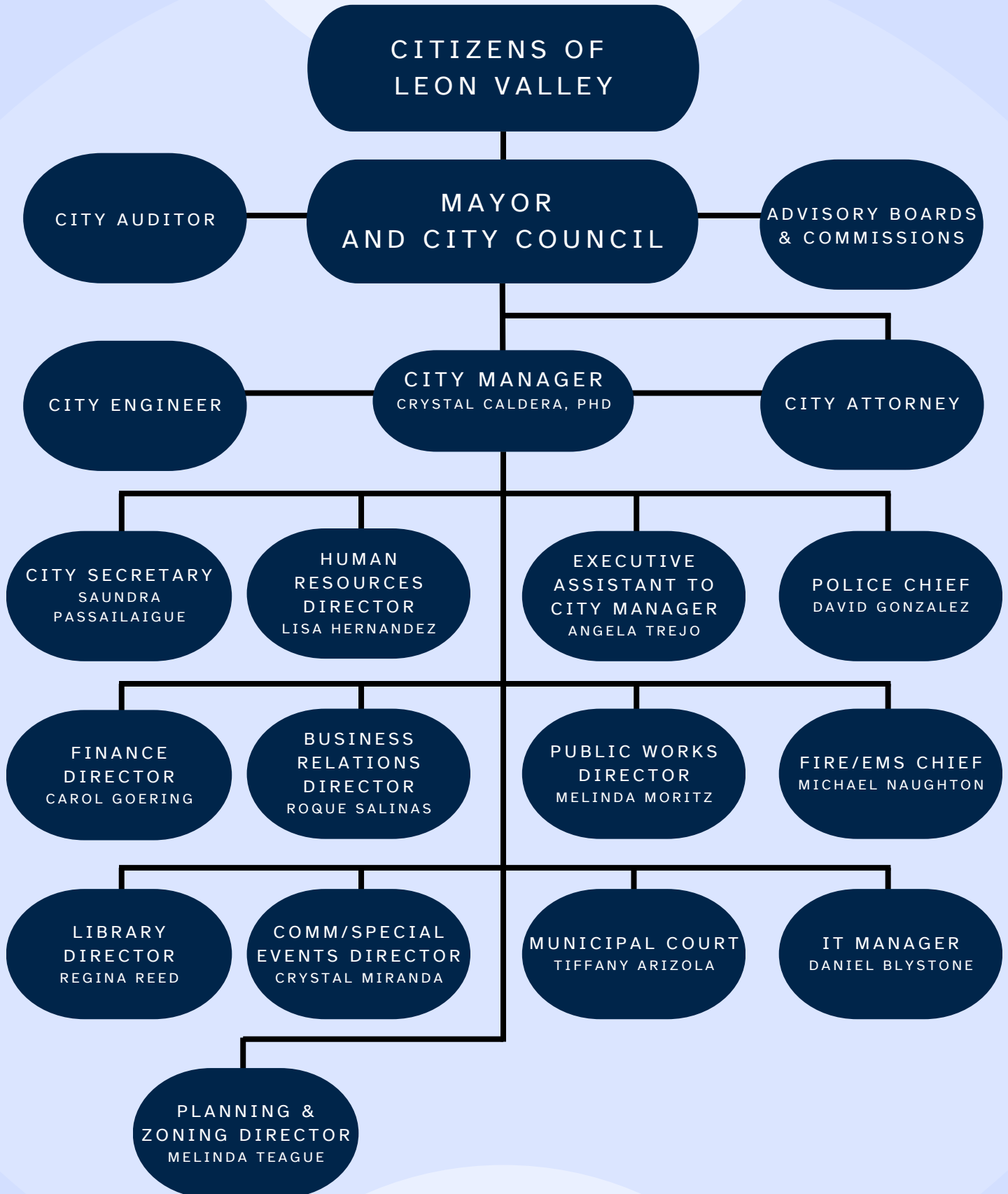
## CITY OF LEON VALLEY VISION STATEMENT

The City of Leon Valley strives to foster a community that is resilient to challenges, sustainable for future generations, and economically dynamic, ensuring a prosperous and harmonious future for all.

### GOALS:

01. Economic Development
02. Safety and Security
03. Transportation
04. Infrastructure/Capital Plan
05. Environmental Sustainability
06. Citizen Involvement
07. Parks, Recreational Green Space and Cultural Opportunities

# ORGANIZATIONAL CHART



# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### MUNICIPAL COURT

- Staff attended professional development training through the Texas Municipal Court Education Center (TMCEC) increasing job proficiency.
- Improved daily end-of-day cash count procedures to include two separate counts and requiring two signatures before submitting to finance for a final count.
- Changed document processing to remain in the court room to help deter lobby congestion which allows service more quickly to residents making payments.
- Created and implemented the use of tickets within the court room for exiting defendants to provide window clerks for clear transparency of payment required and etc.
- Implemented 88th legislative changes that required the court to create a Court Confidentiality Policy and make it effective by May 1, 2024.
- Added information to the template for police officer's citation books to include information of alternative to payments along with compliment/complaint referrals as required by legislation.
- Secured real time video for contesting defendants to provide immediate court service and due process of law.
- Implemented two additional jury trial settings to the court calendar.
- Worked cooperatively with Judges and the transition of prosecutors.
- Implemented a general court email address to streamline court communication with the public.
- Began the use of DocuSign to assist defendants with an efficient electronic option in signing court documents.

### FINANCE

- Prepared, submitted and was awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) Program for the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended September 30, 2023.
- Assisted City Manager with preparation of annual budget.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### **FINANCE (Continued)**

- Prepared salary and benefit costs for budget preparation.
- Assisted Department Heads with the preparation of their Budget and Capital acquisition Plans.
- Conducted training for department heads on online budget preparation on an as needed basis.
- Coordinated and assisted external auditor with annual audit.
- Ensured time frames were met with regard to timely preparation and presentation of the annual audit.
- Prepared schedules for the ACFR.
- Reviewed records management schedule and prepared records that are to be destroyed.
- Explored ways to make the functions of the Finance Department more efficient

### **CITY MANAGER & COUNCIL**

- Through a formal bidding process, coordinated the selection of health insurance broker and City group benefits.
- Successful compliance of the new Affordable Care Act requirements, saving the City money by doing it in-house.
- Began implementing Physical Assessments of staffing as established by their essential job functions.
- Department staffing needs were addressed using a multi-source approach using third party agencies, contractors, temp hires, and direct hires to ensure timely response to staffing vacancies and keeping within budget.
- Continued to provide excellent customer service to all internal and external customers.
- Maintained the City's Code of Ordinances with routine updates to include the online version.
- Continued the use of JustFOIA to process open record requests in an efficient manner.
- Established Loan Provisions and Designated Roth Account Options to existing 457 Deferred Compensation Plan to increase attraction and retention of staff.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### **CITY MANAGER & COUNCIL (Continued)**

- Continued using Civic Plus Agendas and Minutes Program to allow all departments to work together on a single system for drafting, submitting, and searching meeting topics and documents in an effort to assist all departments in creating organized City Council agendas, packets, and minutes in a consistent manner.
- Implemented Employee Navigator to manage open enrollment, benefit plan reports, and to audit carrier billings and benefit reductions.
- Obtained a Firm to conduct a Staffing Utilization Study for the Assessment of Community Risks and Standards of Cover for Police, Fire/EMS, and Public Works Departments.

### **INFORMATION TECHNOLOGY**

- Maintain a more stable network for all departments through the implementation of more cloud-based systems.
- Increase the virtualization of server hardware to provide a more reliable and cost-effective way of managing departments and data.
- Implement a network-wide monitoring and alerting system. Data from this system will provide valuable insight for future technology purchases that need to be replaced.
- Maintain a ticket-based help desk system to provide triage of reported issues and develop an in-house knowledge base that includes self-help articles for easy end-user fixes.

### **POLICE**

- Progressed in revising policies and standard operating procedures, aligning them with Texas Police Chiefs Association recommended best practices policies and procedures.
- Demonstrated officer presence in neighborhoods while actively addressing citizen needs and fostering a safer community environment.
- Through close collaboration with the community, we maintained a cooperative effort in combating drugs while reducing citizen complaints related to suspected drug activity.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### **POLICE (Continued)**

- Provided educational resources to develop further mechanisms to inform the public about crime prevention measures.
- Continued to develop property crime reduction programs, addressing ongoing property crimes in Leon Valley.
- Advanced the growth of Community Policing programs, enhancing engagement with and service to the community.
- Successfully secured additional grants and funding opportunities to implement new programs, acquire equipment, and recruit additional officers.
- Continued progression in addressing Animal Control and Code Compliance issues, ensuring adherence to regulations, and safeguarding public welfare.
- Successfully recruited and trained qualified applicants for the Police department, working to restore law enforcement capabilities.
- Collaborated closely with citizens to implement data-driven programs, effectively meeting the law enforcement needs of the community.
- Continued to respond professionally to citizen complaints of traffic violations in neighborhoods and school zones.
- Worked closely with businesses and residents to reduce graffiti, address code violations, and proactively respond to locations that become public nuisances.
- Collaborated with the District Attorney's Office, Bexar County Sheriff's Department, San Antonio Police Department, and other local law enforcement agencies to solve crimes and prosecute criminals.
- Implemented covert programs resulting in the arrest of criminals breaking the law within the community.
- Utilized intelligence-driven data to identify and proactively address locations experiencing crime or emerging nuisances under the law.

### **IMPOUND LOT**

- The Leon Valley Police Impound Lot accepted all non-wrecked vehicles towed within the city limits. Our officers towed vehicles, and the impound collected storage and administrative fees.
- The City seized/auctioned abandoned vehicles at one auction. Funds collected went to the general fund.



# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### FIRE

- Continue EMS training agreements with John Marshall High School, San Antonio College, U.S. Army Combat Medic, and U.S. Air Force PJ Training Programs.
- Actively participating in the John Marshall High School student mentoring program
- Improved staffing levels to meet the minimum staffing requirements.
- Participated and received funds from the ASSPP (Ambulance Service Supplemental Payment Program)
- Maintain the use and collection of funds from Fire Recovery Services.
- Maintained Texas Forestry Service Fire Wise status for the entire City of Leon Valley.
- Collected and distributed over 2000lbs of food through the Blessing Box program.
- Collected and distributed essential school supplies and back packs for over fifty elementary school kids.

### PUBLIC WORKS

- Continued to monitor EPA Plume Project and well testing.
- Provided staff support to the Community Advisory Group.
- Conducted semiannual spring and fall trash and large item pickup.
- Repaired/replaced various street signs through the city.
- Cleared debris, mowed grass, trimmed and maintained all city buildings, creeks, drainage ditches, and right of ways.
- Assisted Police and Fire Departments, Library and City Hall as needed.
- Continued energy savings program, lights, filters, water, reseal windows, etc.
- Repaired and maintained streets throughout City, with Year 5 Street Maintenance Projects and reranking streets according to condition and age.
- Repaired and maintained sidewalks.
- Completed Linkwood ADA Sidewalk program by installing sidewalks across alleyways.
- Provided support for city events.
- Removed fallen trees, trim overgrown limbs for emergency vehicle clearance.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### **PUBLIC WORKS (Continued)**

- Continued accreditation efforts for Public Works.
- Updated mapping on software system for service requests.
- Responded to various service requests from residents or city.
- Supported Bexar County with Huebner Creek LC-17 Phase III project.
- Provided building maintenance and continued to support the functions at the Kinman House restaurant.
- Performed city facility electrical preventative maintenance review in support of El Verde by 2025 energy reduction planning.
- Performed building inspection and review of all city facilities for ADA compliance, created an ADA Plan, and made recommendations for replacement of non-compliant structures and facilities.
- Demolished records storage facility.
- Installed school zone and crossing at Huebner and Balky.
- Completed Year 6 Street Maintenance Project.
- Complete the Christian Village Drainage Improvement Project.

### **PLANNING & ZONING**

- Began work on removing Sustainability, Gateway, and Commercial/Industrial Overlay Zoning Districts from the Zoning Code, but incorporated standards into other portions of the Code.
- Adopted current building codes.
- Updated Zoning map.
- Customized permitting software.
- Updated permit and other forms used by the department.
- Created Requests for Proposals (RFP's) for Building and Health Inspector positions.
- Updated fee schedule for permits.
- Continue to resolve open permits.
- Facilitate large development projects.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### **ECONOMIC DEVELOPMENT**

- Distributed \$94,480 in assistance, reflecting their commitment to supporting local businesses and residents.
- The department facilitated a total of 274 meetings focused on retention and expansion.
- Currently, the occupancy rate stands at an impressive 79%, indicating a healthy and vibrant business environment.
- Recruited and maximized new businesses to Leon Valley through recruitment and potential incentives.
- Enhanced economic growth through partnerships with other economic development partnerships like Greater SATX, Local school districts, chambers of commerce, and more.
- Launch new incentives programs like the facade improvement program, demolition program, and 0% business loan program to encourage redevelopment efforts in Leon Valley.
- Made changes to the permitted use table to reduce the number of obstacles for businesses to open in Leon Valley.

### **PARKS AND RECREATION**

- Continued to plant trees at Raymond Rimkus Park, Old Mill Park, and Steurethaler-Silo Park.
- Refreshed the Community Garden area and encouraged citizens to participate in gardening.
- Power washed and maintained the playground area, replaced worn playground equipment, restored fall zone material.
- Provided flood debris cleanup for flooding events.
- Replaced worn signage.
- Removed dead trees and replaced them with new plantings.
- Maintained swimming pools and repaired/replaced broken equipment and components.
- Continued development of Steurethaler-Silo, Old Mill and The Ridge parks, and the Hetherington Trail.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## GENERAL FUND

### **LIBRARY**

- Distributed \$94,480 in assistance, reflecting their commitment to supporting local businesses and residents.
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# FISCAL YEAR 2024 ACCOMPLISHMENTS

## ENTERPRISE FUND

### WATER

- Replaced non or partially functioning water valves in various subdivisions.
- Installed new fire hydrants in various subdivisions.
- Installed new meters to upgraded touch read meters under the meter replacement program.
- Installed replacement water lines and curb stops as needed.
- Continue to coordinate with the Fire Department and installed new “quick connect” on existing fire hydrants.
- Installed new water and sewer service connections for infill housing and commercial development.
- Maintained three elevated storage tanks and one groundwater storage tank.
- Tested backflow protection device for Recycled Water System.
- Maintained the Grass Hill and Huebner Chlorine control systems.
- Conducted annual TCEQ tank inspection.
- Complied with TCEQ, EPA and the San Antonio Health District by providing proper water samples for analysis.
- Repaired leaks under driveways, sidewalks, etc. and replaced materials as needed.
- Flushed dead end water mains per schedule.
- Repaired irrigation systems at Rimkus Park, Community and Conference Centers, Library and City Hall.
- Completed the Huebner Elevated Water Storage Tank rehabilitation project.
- Received a renewed Superior Rating Status from the TCEQ for our water system.
- Completed the Blacksmith/Settler’s Ridge CDBG water main replacement project.
- Performed water rate and Impact Fee studies and investigated funding resources to provide for water main replacement.
- Increased Impact Fees as per state law.
- Obtained \$1.3 million grant for replacement of the El Verde Road water main.
- Created a Capital Improvements Plan for eventual replacement of all water delivery components city-wide.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## ENTERPRISE FUND

### **WATER (Continued)**

- Performed leak detection city-wide and repaired identified leaks for reduction in water loss.

### **SEWER**

- Performed sewer camera video and sewer jet machine activities to clear mains and lines.
- Maintained sewer mains and lines.
- Conducted annual Sewer Line Cleaning Program.
- Continue the low-flow toilet rebate/replacement program.
- Assisted public with sewer locating services.
- Monitored sewer rates and investigated funding resources to provide for sewer main replacement.
- Completed the Wurzbach Road Sewer Main Segment I Replacement Project.
- Obtained grant funds for the Wurzbach Sewer Main Segment II Replacement Project.

### **STORMWATER**

- Completed -four times per year street sweeping program.
- Identified construction activity for proper storm water runoff control.
- Participate in educational activities such as Earthwise Living Day and Basura Bash, with coordination of volunteers.
- Continue maintenance program for public parking areas.
- Mowed and cleaned debris from Zarzamora and Huebner Creeks.
- Mowed and maintained storm drain inlet/outlets.
- Performed engineering and designs for the Huebner Creek Erosion Control Project Segment 1.
- Completed construction of the \$2 million drainage remediation project in the Seneca West subdivision.
- Revised and implemented the new stormwater rates.
- Repaired erosion under the Wurzbach Road bridge.
- Replaced Canterfield drain with new drainage structure.

# FISCAL YEAR 2024 ACCOMPLISHMENTS

## RED LIGHT CAMERA FUND

### RED LIGHT CAMERA

- The Red-Light Camera Program documented incidents of disregarding red-light signals, with notices being issued over this time frame.
- Funds from the program allow the City to purchase traffic safety equipment and fund traffic safety initiatives.

### TRAFFIC SAFETY

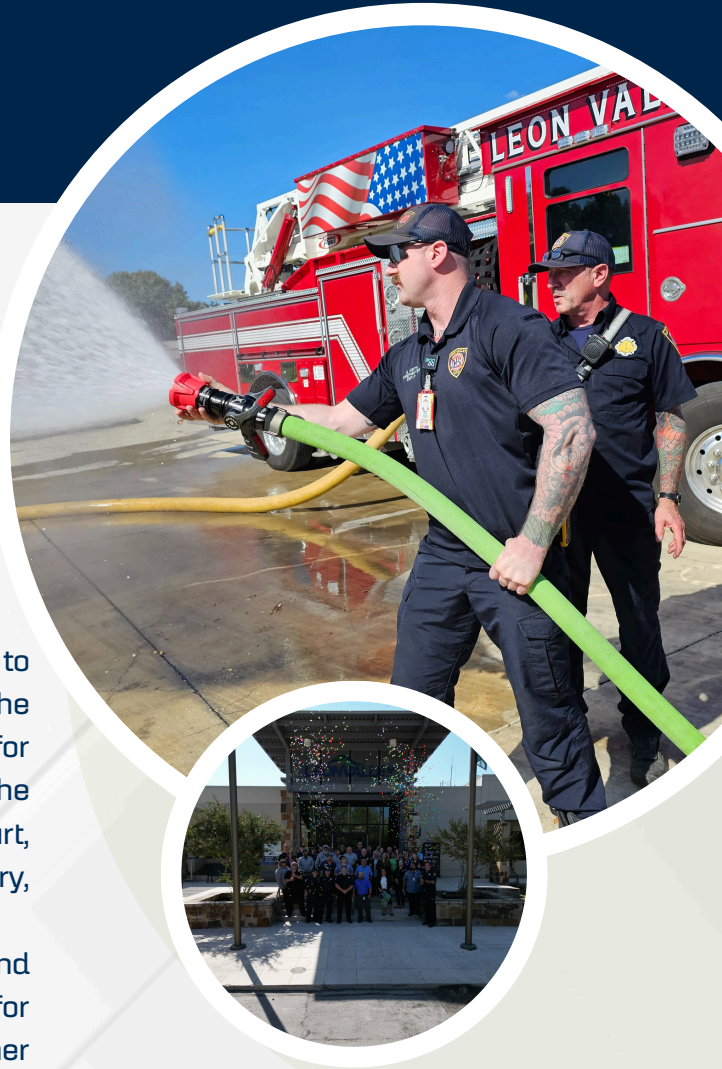
- This division is 100% funded through the Tier II monies collected from the Photographic Traffic Control System violations. These officers are in the field and available to handle citizen complaints dealing with traffic related incidents throughout the community.
- The officers assigned to Traffic Safety are assigned to areas of high traffic concerns to reduce incidents through issuance of citations or warnings for violations witnessed in their presence or view.
- Developed a traffic reporting tracking system to ensure citizen's complaints are answered and resolved in a timely manner.

# GENERAL FUND

The General Fund accounts for the resources used to finance the fundamental operations of the City. It is the basic fund of the City and covers all activities except for those in which a separate fund has been established. The General Fund contains such services as municipal court, finance, city manager and council, police, fire, EMS, library, streets, parks, and planning and zoning.

In addition to property and sales taxes, the General Fund also includes revenues derived from fines, fees for services, franchise fees, payments from other governments, and miscellaneous revenue sources.

The General Fund has the following departments:



-  Municipal Court
-  Finance
-  City Manager & Council
-  Information Technology
-  Police
-  Fire
-  Public Works
-  Planning & Zoning
-  Special Events
-  Parks & Recreation
-  Library
-  Impound Lot
-  Economic Development



**GENERAL FUND  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 4,835,254</b>	<b>\$ 5,919,097</b>	<b>\$ 5,919,097</b>	<b>\$ 5,225,259</b>
<b>Revenues</b>				
Ad Valorem Taxes	5,450,281	5,470,447	5,470,447	5,646,046
Sales Taxes	3,806,901	3,789,946	3,721,913	3,714,749
Franchise Fees	1,182,224	1,001,820	996,372	998,900
Licenses, Permits, Fees, Fines	1,351,189	1,237,800	1,319,621	1,504,935
Grants	47,891	1,335,312	81,756	1,342,068
Other	903,034	749,582	714,409	769,978
<b>Total Revenues</b>	<b>12,741,520</b>	<b>13,584,907</b>	<b>12,304,518</b>	<b>13,976,676</b>
<b>Other Funding Sources</b>				
EDCD Fund Balance	-	-	86,750	-
Transfer in-ARP Funds	377,974	330,000	330,000	-
Transfer-Personnel Shared Services	1,889,209	1,803,856	1,803,856	1,916,890
Contractual Shared Services	-	-	-	-
Peg Fund Balance	-	-	-	229,000
Tree Mitigation Fds (Sprinkler System)	-	227,000	227,000	-
<b>Total Other Financing Sources</b>	<b>2,267,183</b>	<b>2,360,856</b>	<b>2,447,606</b>	<b>2,145,890</b>
<b>TOTAL RESOURCES</b>	<b>\$ 15,008,703</b>	<b>\$ 15,945,763</b>	<b>\$ 14,752,124</b>	<b>\$ 16,122,566</b>
<b>Expenditures</b>				
Personnel Services	9,340,823	10,366,434	10,366,434	11,456,876
Supplies	699,817	915,270	915,270	921,944
Contractual Services	2,435,925	3,116,939	3,116,939	3,285,732
Capital Outlay	12,984	3,338,146	1,047,319	2,781,636
<b>Total Expenditures</b>	<b>12,489,549</b>	<b>17,736,789</b>	<b>15,445,962</b>	<b>18,446,188</b>
<b>Other Financing Uses</b>				
Transfer to Capital	95,765	-	-	-
Transfer Out EDCD to GF	62,884	-	-	-
Transfer Out to ARP	1,276,661	-	-	-
<b>Total Other Financing Uses</b>	<b>1,435,310</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 13,924,859</b>	<b>\$ 17,736,789</b>	<b>\$ 15,445,962</b>	<b>\$ 18,446,188</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 5,919,097</b>	<b>\$ 4,128,071</b>	<b>\$ 5,225,259</b>	<b>\$ 2,901,638</b>

**GENERAL FUND  
SCHEDULE OF REVENUES BY SOURCE**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>Ad Valorem Taxes</b>				
Current	5,384,969	5,420,447	5,420,447	5,596,046
Delinquent	34,424	25,000	25,000	25,000
Penalty and Interest	30,888	25,000	25,000	25,000
<b>Total Ad Valorem Taxes</b>	<b>5,450,281</b>	<b>5,470,447</b>	<b>5,470,447</b>	<b>5,646,046</b>
<b>Sales Taxes</b>				
City Sales Tax	3,356,178	3,332,946	3,255,493	3,255,493
Alcoholic Beverage Sales Tax	31,248	30,000	27,365	27,365
Economic Development Sales Tax	419,475	409,000	406,891	406,891
Vehicle Inventory Tax	-	18,000	32,164	25,000
<b>Total Sales Taxes</b>	<b>3,806,901</b>	<b>3,789,946</b>	<b>3,721,913</b>	<b>3,714,749</b>
<b>Franchise Fees</b>				
City Public Service	966,243	801,000	803,800	803,800
Telecommunication Fees	1,331	8,000	-	-
Node Pole Rental	1,250	750	750	500
ROW Fees	8,723	11,870	11,870	11,900
San Antonio Water System	1,336	1,300	1,052	-
Sanitation	59,076	65,000	65,000	65,000
PEG Fees	18,296	18,700	18,700	18,700
Cable Franchise Fees	117,431	93,400	93,400	95,000
Grey Forest Utilities	8,538	1,800	1,800	4,000
<b>Total Franchise Fees</b>	<b>1,182,224</b>	<b>1,001,820</b>	<b>996,372</b>	<b>998,900</b>
<b>Licenses, Fees and Fines</b>				
Building Department	217,271	253,000	253,000	454,045
Contractor's Registration	100	-	-	-
Animal Licenses and Tags	-	-	100	100
Animal Control Fees	82	500	50	50
Property Room Fee	2,407	1,900	1,900	1,500
Property Room Auctions	1,329	3,000	1,000	1,000
Special and Solicitors	-	2,400	-	-
Co-Reinspection Fee	10,175	-	4,200	4,200
Zoning and Board of Adjustment	9,954	-	5,125	5,200
Subdivision Platting Fees	-	-	3,131	4,000
Occupation, Liquor, and Food	25,685	-	27,575	30,000

**GENERAL FUND  
SCHEDULE OF REVENUES BY SOURCE**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
Time Payment Reimbursement Fee	-	-	1,600	1,600
Warrant Fees	42,128	48,500	45,000	45,000
Municipal Court Fines	435,294	373,700	373,700	355,000
Impound Lot Fees	118,700	100,000	118,000	118,000
Impound Lot Auctions	106,296	65,000	106,000	106,000
Recreation Fee	27,785	26,600	25,500	25,500
Fire Recovery	13,273	-	13,200	13,200
Fire Inspection Fees	150	-	100	100
EMS Fees	340,305	362,800	340,300	340,300
Book Fines	254	400	140	140
<b>Total Licenses, Fees and Fines</b>	<b>1,351,189</b>	<b>1,237,800</b>	<b>1,319,621</b>	<b>1,504,935</b>
<b>Grants</b>				
PD Grants	4,230	25,000	25,000	25,000
Fire Grants	6,449	50,000	50,000	50,000
Library Grants	6,756	-	6,756	6,756
EMS/Trauma System	-	-	-	-
Criminal Justice Grant	30,456	-	-	-
Hike and Bike	-	1,260,312	-	1,260,312
<b>Total Grants</b>	<b>47,891</b>	<b>1,335,312</b>	<b>81,756</b>	<b>1,342,068</b>
<b>Other</b>				
Interest Income	347,643	305,000	320,250	311,100
EDCD Interest	19,566	11,000	11,550	11,550
Sprint Tower Lease	15,972	15,972	15,972	17,500
Pool Revenue	53,320	50,000	50,000	35,000
Credit Card Processing Fees	45,766	39,400	42,950	42,950
Parks Bucks Program	733	710	733	733
Miscellaneous	256,665	100,000	10,000	100,000
Library Non Resident Users	3,120	3,000	2,280	2,280
Library Memorial Donations	645	300	100	1,000
EDCD Miscellaneous Revenue	-	-	-	-
Sale of Surplus Property	-	10,000	22,500	10,000
Towing Contract	285	-	2,000	2,000
Special Events	41,375	80,000	50,825	50,825

**GENERAL FUND  
SCHEDULE OF REVENUES BY SOURCE**

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
EDC - 4th of July Funding	-	-	30,000	30,000
Blue Santa	4,109	4,200	9,633	4,800
CARES Act Reimbursement	-	-	-	-
Café Lease	9,460	-	19,300	26,640
City Hall Annex Lease	3,150	-	1,800	-
ASSPP	-	30,000	20,000	20,000
DEA Reimbursement	-	50,000	50,000	50,000
FOIA Fees	3,617	-	3,600	3,600
Insurance Proceeds	97,608	50,000	50,916	50,000
<b>Total Other</b>	903,034	749,582	714,409	769,978
<b>TOTAL REVENUES</b>	<b>\$ 12,741,520</b>	<b>\$ 13,584,907</b>	<b>\$ 12,304,518</b>	<b>\$ 13,976,676</b>

**GENERAL FUND  
SCHEDULE OF EXPENDITURES BY DEPARTMENT**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
Municipal Court	384,749	426,289	426,289	431,380
Finance	425,312	465,686	465,686	503,295
City Manager & Council	1,297,571	1,155,434	1,155,434	1,036,595
Information Technology	251,955	315,718	315,718	463,082
Police	3,201,140	3,542,439	3,542,439	4,007,415
Impound Lot	126,581	201,505	201,505	192,176
Fire	3,366,956	3,900,408	3,900,408	4,089,171
Public Works	1,938,943	2,688,519	2,688,519	2,565,559
Planning & Zoning	384,342	649,789	649,789	1,215,396
Economic Development	288,638	505,191	505,191	643,441
Special Events	134,063	144,606	144,606	159,162
Parks & Recreation	233,812	3,154,343	863,516	2,590,987
Library	455,487	586,862	586,862	548,529
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,489,549</b>	<b>\$ 17,736,789</b>	<b>\$ 15,445,962</b>	<b>\$ 18,446,188</b>

# MUNICIPAL COURT



The Municipal Court Office is responsible for the day-to-day receipt and processing of all City revenue. Fairly and impartially serving the public within the functions of the Municipal Court.

The mission of the Municipal Court is to demonstrate the highest standards of professionalism and work ethic in compliance with the governing rules and regulations. Provide excellent service to all customers. Support the community by providing efficient services through the promotion of justice.

## **OBJECTIVES FOR FY 2024-2025**

- Continue upgrades to court documents for clarification of information to the defendant.
- Maintain accurate court records in accordance with established policies and procedures.
- Continue to dismiss, close, purge aged and uncollectible cases per statute.
- Work cooperatively with city staff and Prosecutor to efficiently expedite the disposition of court cases.
- Purchase additional electronic writers for the PD patrol officers.
- Participate in Municipal Court Week and Jury Appreciation Week.
- Collaborate with staff to ensure goals and objectives are met.
- Continue to build positive relationships with the citizens that encounter the court.
- Continue to work collaboratively with the Police Department with impound auction events.
- Improve the collection of warrants using text messaging capabilities within the InCode software.
- Continue to cross train court clerks to ensure the functionality of the court.
- Maintain the accuracy of record keeping as required by Office of Court Administration (OCA)

**COURT  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	193,194	201,753	201,753	214,435
Retirement Plan	36,988	40,310	40,310	44,989
Group Insurance	25,108	36,547	36,547	40,202
Worker Compensation	1,049	357	357	380
Social Security	14,483	15,434	15,434	16,404
Longevity Pay	3,069	3,333	3,333	2,023
<b>Total Personnel Services</b>	<b>273,891</b>	<b>297,734</b>	<b>297,734</b>	<b>318,433</b>
<b>SUPPLIES</b>				
Office Supplies	1,054	1,500	1,500	1,650
Operating Supplies	4,653	7,430	7,430	7,513
Repairs & Maintenance - Internal	5	250	250	-
Misc. Supplies	806	2,160	2,160	2,376
<b>Total Supplies</b>	<b>6,518</b>	<b>11,340</b>	<b>11,340</b>	<b>11,539</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	52,554	57,965	57,965	42,958
Contractual Services	-	-	-	1,300
Utilities - Gas, Water, Electric	-	15,000	15,000	12,000
Printing	893	700	700	700
Advertising	-	600	600	600
Travel	1,276	3,000	3,000	3,300
Membership, Dues & Licenses	469	350	350	350
Subscriptions to Publications	75	200	200	200
Credit Card Processing Fee	49,073	39,400	39,400	40,000
<b>Total Contractual Services</b>	<b>104,340</b>	<b>117,215</b>	<b>117,215</b>	<b>101,408</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 384,749</b>	<b>\$ 426,289</b>	<b>\$ 426,289</b>	<b>\$ 431,380</b>

# FINANCE



The purpose of the finance department is to optimally manage the City's finances through its accounting, purchasing and billing functions in order to ensure the proper safeguarding and preservation of City assets. The Finance Department accomplishes this mission by ensuring all the financial operations and transactions of the City which include accounts payable, cash management, grant administration, internal audit and purchasing, are adequately managed and accounted for in accordance with Generally Accepted Accounting Principles, Governmental Accounting Standards Board Pronouncements and other legally mandated standards as required by Federal, State and City laws. The Finance Department assists the City Manager with developing and compiling the City's annual operating budget and is also responsible for compiling the City's financial statements and Annual Comprehensive Financial Report (ACFR).

## **OBJECTIVES FOR FY 2024-2025**

- Prepare and submit fiscal year 2023 ACFR to GFOA for Certificate of Achievement for Excellence in Financial Reporting Program.
- Continue to improve information reporting, budgeting and forecasting.
- Continue to review and update internal controls.
- Assist City Manager with preparation of annual budget.
- Continue to prepare salary and benefit costs for budget preparation.
- Coordinate and assist external auditor with annual audit.
- Continue to ensure time frames are met with regard to timely preparation and presentation of the annual audit.
- Continue to prepare schedules for the ACFR.
- Continue to train the Assistant Finance Director.
- Continue to explore ways to make the functions of the Finance Department more efficient.



**FINANCE  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	283,922	288,807	288,807	298,235
Retirement Plan	36,729	47,714	47,714	62,570
Group Insurance	21,886	27,410	27,410	30,151
Worker Compensation	1,125	423	423	528
Social Security	20,638	18,269	18,269	22,815
Longevity Pay	2,970	3,198	3,198	295
<b>Total Personnel Services</b>	<b>367,270</b>	<b>385,821</b>	<b>385,821</b>	<b>414,595</b>
<b>SUPPLIES</b>				
Office Supplies	2,419	3,000	3,000	3,500
Operating Supplies	997	2,800	2,800	4,230
Misc. Supplies	-	1,000	1,000	1,000
<b>Total Supplies</b>	<b>3,416</b>	<b>6,800</b>	<b>6,800</b>	<b>8,730</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	50,796	49,265	49,265	57,421
Contractual Services	1,040	-	-	-
Utilities - Telephone	-	-	-	285
Utilities - Gas, Water, Electric	-	13,000	13,000	11,000
Printing	389	350	350	800
Advertising	1,161	2,000	2,000	1,200
Travel	437	3,000	3,000	3,000
Membership, Dues & Licenses	803	450	450	450
Liability Insurance	-	5,000	5,000	5,814
<b>Total Contractual Services</b>	<b>54,626</b>	<b>73,065</b>	<b>73,065</b>	<b>79,970</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 425,312</b>	<b>\$ 465,686</b>	<b>\$ 465,686</b>	<b>\$ 503,295</b>

# CITY MANAGER & COUNCIL



The City of Leon Valley will provide our community with a superior quality of life by balancing social equity, environmental stewardship, and economic development to achieve sustainability.

## VISION STATEMENT

The City of Leon Valley will be a sustainable community by balancing Social Equity, Economic Development and Environmental Stewardship (S.E.E.)

### *Social Equity*

The City will promote a superior quality of life by responding to citizens in a fair and prompt manner, by providing outstanding public safety services, high quality educational, recreational, historical, and cultural amenities, and superb infrastructure. The City will encourage collaborative participation by its residents, businesses, and stakeholders.

### *Economic Development*

The City will provide a diverse and versatile business environment that supports a healthy economy. The City will exhibit a distinctive and welcoming identity at its boundaries and throughout the community. The City will attract, expand, and retain viable businesses to promote development and redevelopment, including a town-centered design, pedestrian friendly connections, and world class public transit.

### *Environmental Stewardship*

The City will become carbon-neutral by conserving and preserving natural resources and by expanding recycling initiatives and enhancing our environment with earth-friendly practices.

### *Goals:*

- Develop a business climate that provides the right mix of amenities to attract and retain business within the City of Leon Valley;
- Support staff by devising strategies for performance evaluations, recruiting, training, compensations, benefits, and development.

# CITY MANAGER & COUNCIL



## *Goals (continued):*

- Committed to providing guidance and serving as the point of contact for employees relations and communication.
- Deliver Human Resource services, programs, communications, and teamwork that add value for our prospective employees, current employees, and retirees;
- Seek ways to increase communication with and involvement of the citizens.
- Develop strategies to mitigate traffic congestion throughout the City of Leon Valley;
- Develop a system of parks, facilities, and recreational activities to enhance the quality of life; and
- Effectively manage the City's infrastructure and capital needs.

The City Manager's Office partners with the Mayor and City Council in achieving the goals and objectives set forth for the City of Leon Valley. To this end, a key factor is the identification of priorities and the establishment of management procedures that develops and effectively utilizes City resources. As the City's Chief Administrative Officer, the City Manager's responsibilities include organizational management; fiscal management; program development and City service evaluation. The City Manager must be aware of new methods as they apply to City services. New developments in the area of public policy are researched and analyzed to organize a process of program planning in anticipation of future City needs.

The Office of the City Secretary is responsible for a multitude of duties that support, facilitate and strengthen the Leon Valley governmental process by assisting the City Manager, City Council and City Staff in fulfilling their duties and responsibilities, publishing required legal notices in the official newspaper of the City as dictated by state law, attending the City Council meetings, as well as preparing and archiving the minutes of the meetings, coordinating the various boards and commissions and the appointment process of new members, safeguarding and improving the public access to records, documents and files of the City, including responding to requests for information, coordinating and conducting all City elections, managing and updating the Leon Valley Code of Ordinances, and for the maintenance schedule of City Hall and the Leon Valley Police Department.

# CITY MANAGER & COUNCIL



## OBJECTIVES FOR FY 2024-2025

- Continue “green” communication efforts to keep the public and employees informed with the use of electronic messaging through updated website, emails, Leon Valley ENews, and timely messages on the local business marqueees that have been made available to the City.
- Continue to implement Physical Assessments of staffing as established by their essential job functions.
- Continue to provide guidance to staffing needs using a multi-source approach using third party agencies, contractors, temp hires, and direct hires to ensure timely response to staffing vacancies and keeping within budget.
- To establish a Standards of Coverage Plan in response to the Staffing Utilization Study.
- Continue to provide excellent customer service to all internal and external customers.
- Continue to promote efficient and effective training and current safety programs to all departments with the goal of reducing insurance claims: health, workers’ compensation, property/liability claims, and keeping you with safety regulations.
- Maintain up to date employment policies to ensure compliance with applicable Federal, State, and local laws – FMLA policy, driving, drug and alcohol, electronic communications, and new health program mandates.
- Human Resources to continue educational development with professional associations to ensure employment policies and methods of best practices are following federal, state, and local laws.
- Conduct a record destruction in accordance with the Record Management Program and approved by the Record Management Committee.

# CITY MANAGER & COUNCIL



## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Coordinate with each department to implement the revised records management retention schedule and hold more staff training events.
- Continue to process open record requests with all departments and research ways to make information more readily available to the public using the City website and MuniDocs.
- Continue the implementation of the Contract Management Program.
- Maintain the Leon Valley City Code of Ordinances through bi-annual Supplements.
- Oversee legal requirements for all City elections, promoting communications to keep voters informed and coordinating joint elections with Bexar County Elections Department.
- Continue training in the Texas Municipal Clerks Certification Program for fifth recertification (City Secretary).
- Prepare and submit application to maintain the Texas Municipal Clerk's Association, Inc. Municipal Clerk's Office Achievement of Excellence Award.

**CITY MANAGER & COUNCIL  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	401,624	427,632	427,632	457,622
Retirement Plan	82,303	91,440	91,440	103,043
Group Insurance	38,272	36,547	36,547	40,202
Worker Compensation	4,794	811	811	870
Unemployment Compensation	680	-	-	-
Social Security	29,443	35,011	35,011	37,573
Car Allowance	6,000	6,000	6,000	6,000
Other Benefits	23,858	24,026	24,026	27,526
Special Pay	-	-	-	-
Longevity Pay	5,033	5,457	5,457	6,119
<b>Total Personnel Services</b>	<b>592,007</b>	<b>626,924</b>	<b>626,924</b>	<b>678,953</b>
<b>SUPPLIES</b>				
Operating Supplies	28,578	23,150	23,150	17,350
Repairs & Maintenance - Internal	-	2,000	2,000	-
Misc. Supplies	1,203	-	-	-
Employee Award Program	1,161	4,800	4,800	5,800
Coronavirus Expenses	-	-	-	-
<b>Total Supplies</b>	<b>30,942</b>	<b>29,950</b>	<b>29,950</b>	<b>23,150</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	5,810	34,394	34,394	26,882
Contractual Services	208,953	269,412	269,412	141,049
Utilities - Telephone	70,117	25,000	25,000	17,000
Utilities - Gas, Water, Electric	318,861	17,800	17,800	12,000
Printing	34,287	45,000	45,000	52,250
Advertising	2,784	10,475	10,475	5,000
Repairs and Maintenance - External	-	-	-	-
Travel	12,644	38,900	38,900	35,850
Membership, Dues & Licenses	5,437	10,709	10,709	8,796
Subscriptions to Publications	422	1,870	1,870	780
Liability Insurance	10,515	30,000	30,000	34,885
American Rescue Plan	4,792	-	-	-
<b>Total Contractual Services</b>	<b>674,622</b>	<b>483,560</b>	<b>483,560</b>	<b>334,492</b>
<b>CAPITAL OUTLAY</b>				
Other Machinery & Equipment	-	15,000	15,000	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,297,571</b>	<b>\$ 1,155,434</b>	<b>\$ 1,155,434</b>	<b>\$ 1,036,595</b>

# INFORMATION TECHNOLOGY



The Technology Department develops and implements the strategy to keep all city departments up to date with current technology and information security based on industry best practices. Personnel in all departments within the city rely on various levels of technology to perform their duties. It is the mission of the Information Technology department to maintain all these systems at their peak both operationally and securing them from threats. Strategic goals, such as evolving the city into a “Smart City” with more information needed and available to residents this, and future, budgets will be tailored to this need.

## **OBJECTIVES FOR FY 2024-2025**

- Strengthen cyber security policies and user training to protect the technology and data for the city.
- Reduce downtime due to major and minor technology component failures. This will be accomplished through replacement of aging or out-of-compliant hardware and software.
- Migrate from the commercial Microsoft 365 suite to the more secure Government Microsoft 365.
- Develop a strategic plan for making Leon Valley a Smart City.

**INFORMATION TECHNOLOGY  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	39,998	86,426	86,426	89,456
Retirement Plan	7,592	17,268	17,268	18,768
Group Insurance	3,472	9,137	9,137	10,050
Worker Compensation	871	153	153	158
Social Security	2,524	6,612	6,612	6,843
Longevity Pay	-	-	-	95
<b>Total Personnel Services</b>	<b>54,457</b>	<b>119,596</b>	<b>119,596</b>	<b>125,371</b>
<b>SUPPLIES</b>				
Office Supplies	965	1,000	1,000	1,500
Operating Supplies	114	6,500	6,500	24,500
Repairs & Maintenance - Internal	2,714	5,500	5,500	3,500
<b>Total Supplies</b>	<b>3,793</b>	<b>13,000</b>	<b>13,000</b>	<b>29,500</b>
<b>CONTRACTUAL</b>				
Professional Services	-	-	-	-
Contractual Services	181,016	163,647	163,647	261,561
Repairs and Maintenance-External	12,574	16,300	16,300	4,000
Utilities - Telephone	-	-	-	1,800
Utilities - Gas, Water, Electric	-	-	-	350
Travel	115	3,000	3,000	5,000
Memberships, Dues & Licenses	-	175	175	1,000
<b>Total Contractual Services</b>	<b>193,705</b>	<b>183,122</b>	<b>183,122</b>	<b>273,711</b>
<b>CAPITAL OUTLAY</b>				
Other Machinery & Equipment	-	-	-	34,500
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>34,500</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 251,955</b>	<b>\$ 315,718</b>	<b>\$ 315,718</b>	<b>\$ 463,082</b>



# POLICE



The Police Department of Leon Valley operates across three distinct sections: Administration, Patrol, and Criminal Investigations, each with specialized functions contributing to the overall mission of maintaining public safety and fostering community well-being. Within Administration, sub-sections including Code Compliance, Animal Control, and the Impound Lot, alongside the Red-Light Camera program, work collectively to support and augment law enforcement efforts. The Administrative Section is dedicated to cultivating public trust and support by engaging with the community, resolving disputes, and implementing programs aimed at crime deterrence. Patrol officers within the Patrol Section promptly respond to calls for service, enforce laws, safeguard citizens' rights, and uphold peace within the community. Meanwhile, the Criminal Investigations Division comprises detectives proficient in all aspects of criminal inquiry, collaborating closely with local, state, and federal agencies to ensure the apprehension and prosecution of offenders. These investigators meticulously gather evidence, conduct interviews, and prepare comprehensive criminal case files for presentation to the district attorney. Concurrently, Code Compliance and Animal Control officers diligently uphold city and state ordinances to safeguard public health, safety, and welfare. The Impound Lot efficiently manages vehicles seized for various violations, while the Red-Light Camera program oversees photographic traffic enforcement, issuing notices, scheduling and conducting hearings. Funds collected through the Red Light Camera program are used for traffic safety initiatives administered by all sections of the department. Through these integrated efforts, the Leon Valley Police Department is steadfast in its commitment to protecting and serving the community, ensuring a secure and harmonious environment for all residents.

## **OBJECTIVES FOR FY 2024-2025**

- Continue revising all general manuals and standard operating procedures, aligning them with Texas Police Chiefs Association recommended best practices policies and procedures to ensure consistency and adherence to industry standards.

# POLICE



## OBJECTIVES FOR FY 2024-2025 (continued)

- Expanding officer presence in neighborhoods, we aim to address community needs proactively. This initiative fosters a safer environment, builds trust with residents through regular patrols and community engagement initiatives, and ensures your safety, which is our top priority.
- Facilitate neighborhood collaboration within Neighborhood Watch Programs, advocate for empowering communities in crime prevention efforts, and enhance collaboration with law enforcement.
- Continue cooperative efforts in combating drug-related crimes by working closely with the community to address citizen complaints, investigate suspected drug activity, and implement proactive measures to mitigate the impact of drug-related issues.
- Continue undercover enforcement operations targeting property crimes and enhance public awareness of crime prevention measures through educational campaigns and community outreach efforts.
- Continue developing and expanding Community Policing programs that will strengthen our partnerships, promote problem-solving approaches to address local concerns, and enhance public safety, demonstrating our respect for your input and concerns.
- Actively seek additional grants and funding sources to support the implementation of new programs, acquisition of equipment, and recruitment of extra officers, ensuring the department remains well-equipped and adequately staffed to serve the community effectively.
- Maintain efforts to address Animal Control and Code Compliance issues to uphold city and state regulations and safeguard public health, safety, and welfare within the community.
- Recruit and retain qualified applicants for the Police department to effectively serve citizens, bolster community policing efforts, and provide additional support to regular patrol operations.

# POLICE



## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Build our traffic enforcement program to respond professionally to citizen complaints of traffic violations in neighborhoods and school zones.
- Work closely with the District Attorney's Office, Bexar County Sheriff's Department, San Antonio Police Department, and other local law enforcement agencies to solve crime and prosecute criminals to the fullest extent of the law.
- Implement covert programs to seek out and arrest criminals breaking the law in our community.
- Further develop property crime reduction programs to address the property crimes being committed in Leon Valley.
- Regularly review and evaluate CID processes and procedures to identify areas for improvement and implement innovative solutions to enhance investigative outcomes.
- Implement strategies to enhance the effectiveness and efficiency of the Criminal Investigations Division (CID) in solving crimes, gathering evidence, and ensuring successful prosecutions.
- Provide advanced training opportunities for CID detectives to stay updated on evolving investigative techniques, forensic technologies, and legal procedures.

**POLICE  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	1,727,833	2,018,077	2,018,077	2,181,013
Retirement Plan	373,770	443,745	443,745	509,240
Group Insurance	194,595	283,241	283,241	321,615
Worker Compensation	48,765	50,722	50,722	55,354
Physical Examinations	-	-	-	-
Unemployment Compensation	-	-	-	-
Overtime	142,345	95,000	95,000	95,000
Social Security	143,087	170,201	170,201	185,686
Clothing Allowance	28,043	30,000	30,000	31,000
Standby	5,720	6,240	6,240	15,600
Special Pay	4,060	7,930	7,930	9,100
Certification Pay	57,848	67,600	67,600	95,550
Longevity Pay	20,021	20,305	20,305	15,582
<b>Total Personnel Services</b>	<b>2,746,088</b>	<b>3,193,061</b>	<b>3,193,061</b>	<b>3,514,740</b>
<b>SUPPLIES</b>				
Office Supplies	3,153	5,000	5,000	5,850
Operating Supplies	121,775	75,000	75,000	99,550
Repairs & Maintenance- Internal	6,737	-	-	-
Misc. Supplies	39,091	35,000	35,000	40,000
Blue Santa	268	4,200	4,200	4,800
<b>Total Supplies</b>	<b>171,024</b>	<b>119,200</b>	<b>119,200</b>	<b>150,200</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	31,028	15,000	15,000	11,876
Contractual Services	119,754	52,678	52,678	77,700
Utilities - Telephone	-	14,000	14,000	14,000
Utilities - Gas, Water, Electric	-	14,000	14,000	14,000
Printing	275	2,500	2,500	2,500
Repairs and Maintenance - External	474	32,000	32,000	38,000
Travel	51,676	3,000	3,000	10,000
Membership, Dues & Licenses	1,058	1,500	1,500	2,500
Subscriptions to Publications	549	500	500	500
Grant Expense	-	25,000	25,000	25,000
Liability Insurance	79,213	70,000	70,000	81,399
<b>Total Contractual Services</b>	<b>284,029</b>	<b>230,178</b>	<b>230,178</b>	<b>277,475</b>
<b>CAPITAL OUTLAY</b>				
Vehicles	-	-	-	65,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,201,140</b>	<b>\$ 3,542,439</b>	<b>\$ 3,542,439</b>	<b>\$ 4,007,415</b>

# IMPOUND LOT



The Impound Lot program, operating under the purview of the Administrative Division, is essential to managing vehicles entering and exiting the lot. Led by a dedicated sworn detective, the program oversees vehicles' daily intake, release, and maintenance, ensuring their safekeeping and compliance with local and state regulations. With a focus on efficiency and responsibility, the program conducts multiple vehicle auctions annually, facilitating the lawful sale, destruction, or repurposing of abandoned cars within the City of Leon Valley. Additionally, the Impound Lot diligently notifies vehicle owners and lien holders in accordance with legal requirements while meticulously managing all paperwork filed with the State of Texas.

## **OBJECTIVES FOR FY 2024-2025**

- Streamline the intake, release, and management processes of vehicles entering and exiting the impound lot to ensure operational efficiency.
- Maintain the safety and security of impounded vehicles while in custody.
- Ensure strict adherence to local and state laws regarding the impoundment, storage, and disposal of vehicles, including proper notification to vehicle owners and lien holders.
- Facilitate timely vehicle auctions or other disposal methods in accordance with legal requirements to manage inventory and maximize space within the impound lot.
- Maintain clear and timely communication with vehicle owners, lien holders, law enforcement agencies, and other stakeholders regarding impounded vehicles and related procedures.

# IMPOUND LOT



## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Maintain accurate records of all vehicles entering and exiting the impound lot, including proper documentation filed with relevant authorities.
- Strive to provide courteous and professional customer service to individuals interacting with the impound lot, ensuring a positive experience despite challenging circumstances.
- Identify areas for process improvement and implement measures to enhance the efficiency, effectiveness, and overall quality of impound lot operations.

**IMPOUND LOT  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	72,781	75,943	75,943	103,203
Retirement Plan	15,767	16,646	16,646	24,589
Group Insurance	8,395	9,137	9,137	20,101
Worker Compensation	-	1,918	1,918	2,699
Social Security	5,889	6,373	6,373	8,966
Clothing Allowance	-	1,000	1,000	1,000
Standby	-	-	-	-
Special Pay	3,120	3,120	3,120	6,240
Certification Pay	3,250	3,250	3,250	6,760
Longevity Pay	4,972	5,115	5,115	5,247
<b>Total Personnel Services</b>	<b>114,174</b>	<b>122,502</b>	<b>122,502</b>	<b>178,804</b>
<b>SUPPLIES</b>				
Office Supplies	1,194	400	400	800
Operating Supplies	1,396	1,500	1,500	2,500
Misc. Supplies	-	-	-	-
<b>Total Supplies</b>	<b>2,590</b>	<b>1,900</b>	<b>1,900</b>	<b>3,300</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	420	2,000	2,000	2,072
Contractual Services	8,670	5,000	5,000	5,000
Advertising	727	3,000	3,000	3,000
<b>Total Contractual Services</b>	<b>9,817</b>	<b>10,000</b>	<b>10,000</b>	<b>10,072</b>
<b>CAPITAL OUTLAY</b>				
Improvements	-	67,103	67,103	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>67,103</b>	<b>67,103</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 126,581</b>	<b>\$ 201,505</b>	<b>\$ 201,505</b>	<b>\$ 192,176</b>

# FIRE



The Fire Department is divided into two functional sections, Administrative Section and Operations Section.

The mission of the Administrative section is to manage the City's multifaceted all-risk emergency services including fire suppression, investigation and prevention, emergency management, rescue, hazardous materials, weapons of mass destruction and emergency medical services. The administration of the Fire Department works with the City Manager to establish levels of service, propose innovative programs or improvements, and formulate budget requests.

The mission of the City's Emergency Management Program is to provide action plans for City emergencies, maintains emergency warning equipment, and governs overall disaster responses and mitigation capabilities for the City.

The Fire Chief, Assistant Fire Chief, and Deputy Fire Marshal are trained to respond to "all risks" and maintain certifications in structural firefighting, Emergency Medical Services, multiple types of technical rescue, hazardous materials/WMD, and arson investigation. The Fire Chief, Assistant Fire Chief and Deputy Fire Marshal must also maintain certification as Peace Officers and credentials in Emergency Management.

The Fire Chief, Assistant Fire Chief, and Deputy Fire Marshal personnel work 40-hour work weeks and are subject to recall during emergencies. The Operations Section is responsible for the suppressing fires, providing rescue services, providing emergency medical services, promoting public safety, providing fire prevention service and education. Operation personnel are trained as certified Texas Firefighters, certified Texas basic emergency medical technicians or paramedics and are trained to manage basic hazardous material operations. The Operations Sections is always staffed 24/7/365 by a minimum of six personnel. Staffing is broken down into three shifts working 48/96-hour shifts. Each shift consists of a Captain (1), Lieutenant (1), Engineer (1) and Firefighters (5). All personnel are certified by the Texas Department of State Health Service as an EMT or Paramedic.

To provide a fire department based full-service Emergency Medical Service with advanced life support capabilities. Strive to maintain superior services at reasonable costs with quality patient care as our number one goal.



# FIRE



The Emergency Medical Services staff is the same staff utilized and assigned in the Operations Division. All the staff are trained Emergency Medical Technician, and most are trained to the Paramedic level. Paramedics receive training in Advanced Cardiac Life Support (ACLS), Pediatric Cardiac Life Support (PALS), Basis Life Support (BLS), Basic Trauma Life Support (BTLS), Pediatric Pre-hospital Provider Course (PPPC) and other EMS specialty classes.

## **OBJECTIVES FOR FY 2024-2025**

- Increase staff to accommodate for greater demand for services, especially EMS services.
- Purchase a new command vehicle to replace our existing 2012 vehicle that was previously the animal control vehicle.
- Promote a highly motivated and well-trained workforce by providing staff with the opportunity to improve and excel in their position.
- Maintain an average response time of under 5 minutes.
- Cultivate and strengthen relationships with stakeholders, governing bodies, and our residents throughout the community.
- Initiate revised fire prevention and life safety programs.
- Continue to apply for grants to improve fire prevention programs.
- Continue to implement practices that meet the TFMA (Texas Fire Marshals Association) Best Practices model.
- Seek to improve operational efficiency and effectiveness by shaping, enhancing, and adapting to changing circumstances.
- Seek to maintain/improve our current ISO rating of three.
- Continue to apply for grants through FEMA, AFG, TIFMAS and STRAC.
- Work to decrease the number of times the fire department has no personnel available to respond to calls due to call volume.
- Continue preparing for the return of the CERT program through BCOEM.

# FIRE



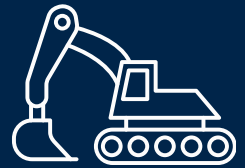
## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Continue to implement practices that meet the TFCA (Texas Fire Chiefs Association) Best Practices model.
- Continue to participate and received funds from the ASSPP (Ambulance Service Supplemental Payment Program)
- Maintain the use and collection of funds from Fire Recovery Services.
- Maintain the lowest possible fire loss rates.

**FIRE  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	1,771,273	1,786,198	1,786,198	2,013,339
Retirement Plan	401,186	411,088	411,088	487,432
Group Insurance	221,824	237,557	237,557	281,413
Worker Compensation	56,373	53,508	53,508	60,421
Physical Examinations	15,754	16,000	16,000	16,000
Overtime	239,106	140,000	140,000	140,000
Social Security	153,820	157,399	157,399	177,734
Clothing Allowance	16,201	18,980	18,980	21,000
Other Benefits	1,300	-	-	-
Special Pay	1,260	-	-	-
Certification Pay	118,610	112,320	112,320	148,980
Longevity Pay	16,309	18,770	18,770	19,418
<b>Total Personnel Services</b>	<b>3,013,017</b>	<b>2,951,820</b>	<b>2,951,820</b>	<b>3,365,737</b>
<b>SUPPLIES</b>				
Office Supplies	5,776	7,500	7,500	4,000
Operating Supplies	82,814	132,000	132,000	129,700
Repairs & Maintenance - Internal	9,358	12,000	12,000	12,000
Misc. Supplies	453	-	-	-
EMS Supplies	60,162	84,900	84,900	82,800
<b>Total Supplies</b>	<b>158,562</b>	<b>236,400</b>	<b>236,400</b>	<b>228,500</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	1,214	3,024	3,024	2,160
Contractual Services	33,946	67,200	67,200	82,300
Utilities - Telephone	-	10,320	10,320	14,160
Utilities - Gas, Water, Electric	-	32,000	32,000	30,000
Printing	275	500	500	500
Advertising	2,770	3,500	3,500	6,500
Repairs and Maintenance - External	88,579	100,000	100,000	90,000
Travel	20,405	25,000	25,000	25,000
Membership, Dues & Licenses	5,865	17,344	17,344	16,450
Subscriptions to Publications	608	1,300	1,300	1,350
Grant Expense	-	50,000	50,000	50,000
Liability Insurance	41,716	40,000	40,000	46,514
<b>Total Contractual Services</b>	<b>195,377</b>	<b>350,188</b>	<b>350,188</b>	<b>364,934</b>
<b>CAPITAL OUTLAY</b>				
Vehicles	-	330,000	330,000	-
Lease Purchase	-	-	-	-
Other Machinery & Equipment	-	32,000	32,000	130,000
Improvements	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>362,000</b>	<b>362,000</b>	<b>130,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,366,956</b>	<b>\$ 3,900,408</b>	<b>\$ 3,900,408</b>	<b>\$ 4,089,171</b>

# PUBLIC WORKS



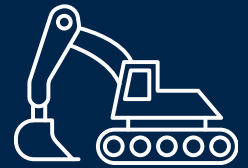
The mission of this department is to construct, operate, maintain and repair the City's infrastructure including streets, sidewalks, curbs, drains, rights-of-way, traffic control systems and signage, marquees, buildings and other facilities and to provide support services to other City departments and to the public. Included is the operation of environmental activities such as solid waste disposal, used oil recycling, drought management, right-of-way mowing, street sweeping and mosquito control. Also included is supervision of franchised utilities, telecommunication companies and developer construction of public infrastructure.

This department provides personnel and support facilities for activities such as subdivision and building plan review, code enforcement lot cleaning, janitorial services, vehicle maintenance, traffic counts and special activities (Christmas, Neighborhood Renewal Program, Earthwise Living, Community Center, Fourth of July, etc.). This department also administers grant projects through the Texas Department of Transportation and Bexar County Community Development Block Grant programs.

## **OBJECTIVES FOR FY 2024-2025**

- Continue to monitor EPA Plume Project and well testing.
- Provide staff support to Community Advisory Group.
- Conduct Spring and Fall trash and large item pickup.
- Repair/replace various street signs through the city.
- Maintenance to clear debris, mow grass, trim and maintain all city buildings, creeks, drainage ditches and right of ways.
- Assist Police and Fire Departments, Library and City Hall as needed.
- Continue energy savings program, lights, filters, water, reseal windows, etc.
- Repair erosion damage along Huebner Creek and low water crossings.
- Continue accreditation efforts for Public Works.
- Continue to support El Verde by 2025 initiatives by creation of new policies and procedures for carbon reduction.

# PUBLIC WORKS



## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Propose electric vehicle stations at various city facilities in support of El Verde by 2025.
- Continue to apply for grants through Bexar County CDBG.
- Manage Street Maintenance Program using sales tax revenue funds throughout City.
- Perform Year 7 Street Maintenance Project.
- Repair and maintain curbs and sidewalks.
- Remove fallen trees, trim overgrown for emergency vehicle clearance.
- Provide support services for city events.
- Investigate grants for public infrastructure.
- Replace dead trees and other vegetation in public areas.
- Continue supervision of telecommunications contractors.
- Apply for grants for infrastructure rehabilitation where appropriate.
- Assure the continued maintenance programs for all city property.
- Continue pothole repair program throughout city.
- Maintain Huebner Creek LC-17 Flood Control project area.
- Open one pool and provide maintenance support.
- Assure the continued maintenance programs for all city property.
- Remove Library Annex.
- Oversee the bid process and construction of the Leon Valley Hike and Bike Trail (Segment II).
- Continue ADA improvements to city facilities.

**PUBLIC WORKS  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	921,488	1,100,199	1,100,199	1,177,883
Retirement Plan	184,619	235,139	235,139	263,286
Group Insurance	144,037	182,736	182,736	208,045
Worker Compensation	24,727	24,125	24,125	25,731
Unemployment Compensation	848	-	-	-
Overtime	30,980	60,000	60,000	60,000
Social Security	71,425	90,031	90,031	96,003
Special Pay	-	-	-	-
Certification Pay	11,875	15,070	15,070	17,056
Longevity Pay	20,636	22,782	22,782	20,947
<b>Total Personnel Services</b>	<b>1,410,635</b>	<b>1,730,082</b>	<b>1,730,082</b>	<b>1,868,951</b>
<b>SUPPLIES</b>				
Office Supplies	3,817	3,000	3,000	3,000
Operating Supplies	76,530	102,320	102,320	86,540
Repairs & Maintenance - Internal	32,477	44,815	44,815	39,000
Misc. Supplies	18,212	42,500	42,500	32,500
<b>Total Supplies</b>	<b>131,036</b>	<b>192,635</b>	<b>192,635</b>	<b>161,040</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	74,214	106,440	106,440	100,420
Contractual Services	64,081	120,062	120,062	130,825
Utilities - Telephone	649	4,000	4,000	4,000
Utilities - Gas, Water, Electric	-	70,000	70,000	70,000
Printing	275	6,000	6,000	6,000
Advertising	2,595	5,000	5,000	5,000
Repairs and Maintenance - External	180,607	70,000	70,000	80,000
Single Audit	-	4,500	4,500	-
Equipment Rental	10,215	13,000	13,000	1,000
Travel	878	10,000	10,000	15,000
Membership, Dues & Licenses	1,622	5,000	5,000	5,000
Liability Insurance	62,137	71,000	71,000	83,323
<b>Total Contractual Services</b>	<b>397,273</b>	<b>485,002</b>	<b>485,002</b>	<b>500,568</b>
<b>CAPITAL OUTLAY</b>				
Vehicles	-	100,000	100,000	-
Other Machinery & Equipment	-	105,586	105,586	-
Buildings	-	-	-	35,000
Improvements	-	75,214	75,214	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>280,800</b>	<b>280,800</b>	<b>35,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,938,943</b>	<b>\$ 2,688,519</b>	<b>\$ 2,688,519</b>	<b>\$ 2,565,559</b>

# PLANNING & ZONING



To promote and foster a wholesome, active, community environment and to protect the health, safety, and welfare of citizens in a proactive and neighborhood-based formula, through public education and positive behavior reinforcement.

The Planning and Zoning Department is a multi-faceted team tasked with the responsibilities of zoning, planning, platting, permits, subdivision administration and tree preservation, building inspections, health inspections, workshops, and public information. The team is committed to providing a wholesome, active, community environment in Leon Valley. The public health, safety, and welfare of Leon Valley will be advanced in a proactive neighborhood-based initiative through public education and positive behavior reinforcement.

## **OBJECTIVES FOR FY 2024-2025**

- Finalization of revisions to Zoning Code.
- Further revision and analysis of the Code of Ordinances that is used by this department.
- Update Master Plan.
- Further customizing permitting software.
- Continuing training for staff.

**PLANNING & ZONING  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	177,687	201,632	201,632	263,280
Retirement Plan	33,265	40,286	40,286	55,236
Group Insurance	22,222	27,410	27,410	30,151
Worker Compensation	1,056	357	357	466
Overtime	30	-	-	-
Social Security	12,839	15,425	15,425	20,141
Other Benefits	-	-	-	-
Longevity Pay	-	200	200	320
<b>Total Personnel Services</b>	<b>247,099</b>	<b>285,310</b>	<b>285,310</b>	<b>369,595</b>
<b>SUPPLIES</b>				
Office Supplies	713	2,000	2,000	2,500
Operating Supplies	2,195	4,000	4,000	4,300
Repairs & Maintenance - Internal	-	500	500	500
Misc. Supplies	185	500	500	500
<b>Total Supplies</b>	<b>3,092</b>	<b>7,000</b>	<b>7,000</b>	<b>7,800</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	121,883	275,195	275,195	527,261
Contractual Services	9,059	50,400	50,400	285,000
Utilities - Telephone	-	1,940	1,940	1,940
Utilities - Gas, Water, Electric	-	17,144	17,144	13,000
Printing	716	1,500	1,500	1,500
Advertising	1,793	2,300	2,300	2,300
Travel	650	7,000	7,000	5,000
Membership, Dues & Licenses	50	1,500	1,500	1,500
Subscriptions to Publications	-	500	500	500
Liability Insurance	-	-	-	-
<b>Total Contractual Services</b>	<b>134,151</b>	<b>357,479</b>	<b>357,479</b>	<b>838,001</b>
<b>CAPITAL OUTLAY</b>				
Improvements	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 384,342</b>	<b>\$ 649,789</b>	<b>\$ 649,789</b>	<b>\$ 1,215,396</b>



# ECONOMIC DEVELOPMENT



The Economic Development Department (EDD) serves as the City of Leon Valley's business arm. EDD focuses on three areas of activity: 1) promote the development and expansion of new and existing business enterprises within Leon Valley; 2) serve as the City liaison with the Leon Valley business community; and 3) develop and coordinate partnerships with various government agencies and business groups to develop and retain local businesses.

The mission of the Economic Development Department is to facilitate economic development activities that assist in developing and sustaining businesses to create a strong local economy, in an effort to provide a better quality of life for the citizens of Leon Valley; as well as focusing on redevelopment to enhance the community, revitalize the Bandera Road corridor, and increase sales tax revenue.

## OBJECTIVES FOR FY 2024-2025

- Finalization of revisions to Zoning Code.
- Further revision and analysis of the Code of Ordinances that is used by this department.
- Update Master Plan.
- Further customizing permitting software.
- Continuing training for staff.

Performance Indicators	FY23 Actual	FY24 YTD	FY24 Target
Grand opening events	12	3	15
Amount in financial incentives	94,480	-	125,000
Development or Re-development projects	0	0	2
Business Retention and Expansion Visits.	274 (1 <sup>st</sup> year)	50	120 (10 per month)
Bandera Road Occupancy Rate	79%	Unknown	82%

**ECONOMIC & COMMUNITY DEVELOPMENT  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	91,883	106,363	106,363	110,818
Retirement Plan	17,364	31,543	31,543	23,250
Group Insurance	2,269	13,705	13,705	12,563
Worker Compensation	485	280	280	196
Liability Insurance	-	-	-	-
Social Security	6,692	12,077	12,077	8,478
Car Allowance	-	1,500	1,500	-
Other Benefits	-	6,006	6,006	-
Longevity Pay	-	666	666	144
Shared Services	-	-	-	-
<b>Total Personnel Services</b>	<b>118,694</b>	<b>172,140</b>	<b>172,140</b>	<b>155,448</b>
<b>SUPPLIES</b>				
Office Supplies	821	950	950	650
Operating Supplies	9,067	10,525	10,525	12,825
<b>Total Supplies</b>	<b>9,888</b>	<b>11,475</b>	<b>11,475</b>	<b>13,475</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	4,952	10,000	10,000	90
Contractual Services	24,873	33,235	33,235	57,925
Utilities - Telephone	-	-	-	500
Utilities - Gas, Water, Electric	-	-	-	500
Advertising	1,634	4,500	4,500	7,750
Repairs & Maintenance - External	-	300	300	300
Travel	994	5,195	5,195	6,695
Membership, Dues & Licenses	1,898	1,346	1,346	1,346
Subscriptions to Publications	-	950	950	1,625
Project Funding	94,480	234,050	234,050	140,461
4th of July Funding	30,000	30,000	30,000	30,000
Liability Insurance	1,225	2,000	2,000	2,326
<b>Total Contractual Services</b>	<b>160,057</b>	<b>321,576</b>	<b>321,576</b>	<b>249,518</b>
<b>CAPITAL OUTLAY</b>				
Peg Funds	-	-	-	225,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>225,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 288,638</b>	<b>\$ 505,191</b>	<b>\$ 505,191</b>	<b>\$ 643,441</b>

# SPECIAL EVENTS



The City sponsors several special events in the Community Relations Department. The following are programmed City events: July 4th Celebration, Holiday Tree Lighting Ceremony, Volunteer Appreciation Dinner, Movies in the Park, and Earthwise Living Day. The mission of the Special Event program is to provide a sense of community, recreation and entertainment to enhance the quality of life of the Leon Valley citizenry, and to promote tourism of the City.

**SPECIAL EVENTS  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Retirement Plan	7,910	4,596	4,596	5,790
Overtime	27,558	23,000	23,000	27,600
Social Security	3,117	1,760	1,760	2,111
<b>Total Personnel Services</b>	<b>38,584</b>	<b>29,356</b>	<b>29,356</b>	<b>35,502</b>
<b>SUPPLIES</b>				
Advertising	2,939	3,000	3,000	4,000
Concerts	22,138	-	-	-
Volunteer Appreciation Dinner	59	4,000	4,000	4,000
Fourth of July	61,530	99,200	99,200	100,000
Christmas Tree Lighting	336	4,350	4,350	4,800
Earthwise Living Day	6,767	2,700	2,700	2,700
Arbor Day	1,200	-	-	-
Concert in the Park	-	-	-	-
Movies in the Park	510	2,000	2,000	2,160
Employee Luncheon	-	-	-	6,000
<b>Total Supplies</b>	<b>95,478</b>	<b>115,250</b>	<b>115,250</b>	<b>123,660</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 134,063</b>	<b>\$ 144,606</b>	<b>\$ 144,606</b>	<b>\$ 159,162</b>

# PARKS & RECREATION



The goal of the Parks and Recreation Department is to provide excellent parks, recreational green space, and cultural opportunities. The mission of the Parks and Recreation Department is to monitor and revise the Parks Master Plan, encourage development of new recreational programs, continue to improve park spaces, continue to develop the hike & bike trail system, develop a program to encourage residents to take advantage of outside amenities, and to provide cultural opportunities to our citizens and guests. The Department will enhance the citizens' quality of life by providing safe, well-maintained parks and public places; preserving open space and historic resources; caring for people; strengthening the bonds of community; and creating opportunities for enrichment. This department works with the Reservation Clerk for rentals in the park and provides staff support to the Park Commission.

## **OBJECTIVES FOR FY 2024-2025**

- Continue to support activities at the Community Garden area and encourage citizens to participate.
- Provide management and program oversight to City pools contractor.
- Work with Park Commission to create programs for citizen participation at the parks.
- Construct the new Leon Valley Ranches Park.
- Rehabilitate Park amenities as needed at all parks, mow grass, creeks and trim trees, and repair sidewalks and walkways.
- Continue to support City events.
- Plant and maintain new trees in all parks for El Verde 2025 project.
- Repair athletic field surface and irrigation system.
- Construct the Huebner Creek Greenway Hike & Bike Trail Segment II.
- Provide maintenance and upkeep of the Huebner Creek Greenway Hike and Bike Trail Segment I.
- Provide staff support and assistance to the Park Commission.
- Complete improvements to the pedestrian path at the Linkwood-Pavona Place walking trail.
- Decommission the Leon Valley Community Pool.

# PARKS & RECREATION



## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Remodel the Forest Oaks Community Pool.
- Place murals on the Silos at the Silo Park.
- Continue development of Steurenthaler-Silo, Old Mill and The Ridge parks, and the Hetherington Trail.
- Continue maintenance of Huebner Creek LC-17 Flood Control project land areas.
- Replace Raymond Rimkus Park restroom with ADA compliant restroom.

**PARK & RECREATION  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Worker Compensation	-	-	-	-
Liability Insurance	-	-	-	-
Social Security	-	-	-	-
Special Pay	-	-	-	-
Longevity Pay	-	-	-	-
<b>Total Personnel Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>SUPPLIES</b>				
Office Supplies	-	-	-	300
Operating Supplies	23,949	45,000	45,000	43,300
Repairs & Maintenance - Internal	17,860	47,500	47,500	37,500
Misc. Supplies	1,534	29,500	29,500	14,500
<b>Total Supplies</b>	<b>43,342</b>	<b>122,000</b>	<b>122,000</b>	<b>95,600</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	18,770	15,700	15,700	15,000
Contractual Services	136,706	345,000	345,000	105,000
Utilities - Telephone	-	2,400	2,400	3,000
Utilities - Gas, Water, Electric	-	40,000	40,000	40,000
Printing	275	5,000	5,000	5,000
Advertising	2,109	8,500	8,500	2,600
Repairs and Maintenance - External	28,560	25,000	25,000	25,000
Travel	200	1,000	1,000	2,000
Membership, Dues & Licenses	100	1,500	1,500	1,000
Liability Insurance	3,749	4,000	4,000	4,651
<b>Total Contractual Services</b>	<b>190,469</b>	<b>448,100</b>	<b>448,100</b>	<b>203,251</b>
<b>CAPITAL OUTLAY</b>				
Buildings	-	-	-	-
Other Machinery & Equipment	-	-	-	40,000
Improvements	-	2,584,243	293,416	2,252,136
<b>Total Capital Outlay</b>	<b>-</b>	<b>2,584,243</b>	<b>293,416</b>	<b>2,292,136</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 233,812</b>	<b>\$ 3,154,343</b>	<b>\$ 863,516</b>	<b>\$ 2,590,987</b>

# LIBRARY



The Leon Valley Public Library is the city's friendly gateway to the worlds of learning, imagination, creativity, and community interaction. The primary mission of the Leon Valley Public Library is to provide quality educational and information resources, historical and cultural opportunities, and recreational activities enriching the entire community.

## **OBJECTIVES FOR FY 2024-2025**

- Continue to digitize the Archives Collection.
- Continue working with IT and the Library Advisory Board to develop a Technology Plan outlining future updates, replacements, and improved technology for library patrons and staff.
- Continue looking for and applying for grants to help us enhance programming and update the Library's appearance.
- Continue to update staff workspaces to increase productivity and enhance workflow.
- Increase availability and access to workforce development resources.
- Increase availability and access to parenting resources.
- Develop self-guided technology courses.
- Increase availability of resources available on the library's website.

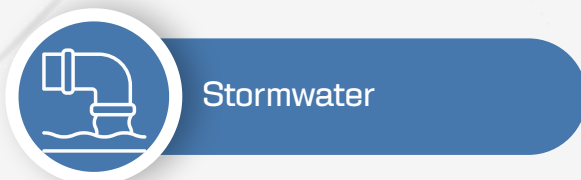
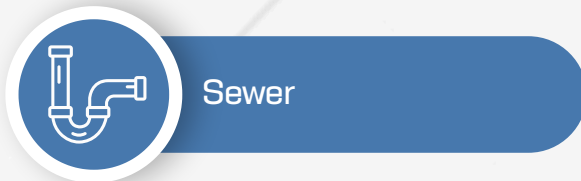
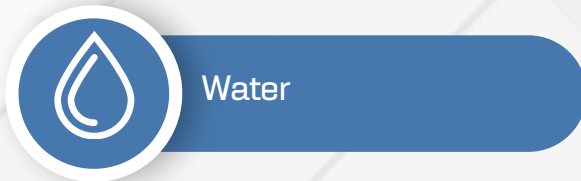


**LIBRARY  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	267,792	314,557	314,557	291,168
Retirement Plan	44,638	62,848	62,848	61,087
Group Insurance	25,719	45,684	45,684	50,252
Worker Compensation	1,411	747	747	692
Social Security	19,908	24,064	24,064	22,274
Longevity Pay	5,440	4,188	4,188	5,273
<b>Total Personnel Services</b>	<b>364,908</b>	<b>452,088</b>	<b>452,088</b>	<b>430,747</b>
<b>SUPPLIES</b>				
Office Supplies	1,934	3,000	3,000	1,350
Operating Supplies	5,255	4,000	4,000	29,100
Repairs & Maintenance - Internal	-	1,000	1,000	1,000
Misc. Supplies	12,088	10,500	10,500	500
Library Supplies	20,610	28,820	28,820	32,500
Gifts and Memorials	248	1,000	1,000	1,000
<b>Total Supplies</b>	<b>40,135</b>	<b>48,320</b>	<b>48,320</b>	<b>65,450</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	300	1,150	1,150	1,338
Contractual Services	19,558	19,054	19,054	17,244
Utilities - Telephone	-	3,000	3,000	3,000
Utilities - Gas, Water, Electric	-	17,000	17,000	12,000
Printing	525	750	750	750
Repairs and Maintenance - External	280	3,000	3,000	3,000
Travel	3,107	3,000	3,000	3,500
Membership, Dues & Licenses	1,466	3,000	3,000	3,000
Subscriptions to Publications	1,307	2,500	2,500	3,500
Liability Insurance	4,949	5,000	5,000	5,000
Grant Expenses	5,968	-	-	-
American Rescue Plan	-	-	-	-
<b>Total Contractual Services</b>	<b>37,459</b>	<b>57,454</b>	<b>57,454</b>	<b>52,332</b>
<b>CAPITAL OUTLAY</b>				
Other Machinery & Equipment	-	29,000	29,000	-
Improvements	12,984	-	-	-
<b>Total Capital Outlay</b>	<b>12,984</b>	<b>29,000</b>	<b>29,000</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 455,487</b>	<b>\$ 586,862</b>	<b>\$ 586,862</b>	<b>\$ 548,529</b>

# ENTERPRISE FUND

The Enterprise Fund's function is to account for the management and operation of the City's water, sewer, and stormwater Systems. All operations are intended to be self-supporting through user charges. The fund has three departments:



**ENTERPRISE FUND**  
**SUMMARY OF REVENUES AND EXPENSES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>OPERATING REVENUES</b>				
Water Sales	\$ 2,020,985	\$ 2,090,215	\$ 2,098,834	\$ 2,119,100
Sewer Sales	2,563,039	2,516,542	2,516,542	2,508,000
Stormwater Fees	566,053	583,679	564,000	564,000
Customer Penalties	51,054	51,576	51,500	51,500
Tapping Fees	971	10,000	-	10,000
Connection & Platting	13,932	8,360	8,350	10,250
<b>TOTAL OPERATING REVENUES</b>	<b>5,216,034</b>	<b>5,260,372</b>	<b>5,239,226</b>	<b>5,262,850</b>
<b>OPERATING EXPENSES</b>				
Water System	808,765	1,264,795	1,264,795	1,194,611
Sewer System	1,793,876	2,263,872	2,263,872	2,276,487
Stormwater	89,097	175,600	175,600	178,800
Depreciation	402,937	-	-	-
<b>TOTAL OPERATING EXPENSES</b>	<b>3,094,675</b>	<b>3,704,267</b>	<b>3,704,267</b>	<b>3,649,899</b>
<b>NET OPERATING INCOME (LOSS)</b>	<b>2,121,359</b>	<b>1,556,105</b>	<b>1,534,959</b>	<b>1,612,951</b>
<b>NON-OPERATING REVENUES (EXPENSES)</b>				
Interest Income and Other	231,875	60,500	60,500	1,351,500
Transfer in from Other Funds	-	224,382	224,382	-
Transfers In Capital	2,177,798	-	-	-
Transfer out to Debt Service	(53,982)	(105,363)	(105,363)	(107,863)
Transfer out to Other Funds	(25,680)	-	-	-
Transfer Out Shared Personnel Services	(1,426,604)	(1,380,647)	(1,380,647)	(1,458,351)
Transfer out to Capital	(535,648)	-	-	-
<b>TOTAL NON-OPERATING REVENUES (EXPENSES)</b>	<b>367,759</b>	<b>(1,201,128)</b>	<b>(1,201,128)</b>	<b>(214,714)</b>
<b>NET INCOME (LOSS)</b>	<b>2,489,118</b>	<b>354,977</b>	<b>333,831</b>	<b>1,398,238</b>
<b>CHANGES IN WORKING CAPITAL</b>				
<b>NET INCOME (LOSS)</b>	<b>2,489,118</b>	<b>354,977</b>	<b>333,831</b>	<b>1,398,238</b>
<b>SOURCES (USES) OF WORKING CAPITAL</b>				
Additions to Fixed Assets	-	2,492,312	2,492,312	1,215,000
<b>TOTAL SOURCES (USES) OF WORKING CAPITAL</b>	<b>-</b>	<b>2,492,312</b>	<b>2,492,312</b>	<b>1,215,000</b>
<b>NET INCREASE (DECREASE) IN WORKING CAPITAL</b>	<b>2,489,118</b>	<b>2,847,289</b>	<b>2,826,143</b>	<b>2,613,238</b>
BEGINNING FUND BALANCE	991,851	3,480,969	3,480,969	6,307,112
PENDING FUND BALANCE	<b>\$ 3,480,969</b>	<b>\$ 6,328,258</b>	<b>\$ 6,307,112</b>	<b>\$ 8,920,349</b>

**ENTERPRISE FUND**  
**SCHEDULE OF OPERATING REVENUES BY SOURCE**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>OPERATING REVENUES</b>				
<b>Water Sales</b>				
Metered Water	1,672,495	1,770,253	1,770,253	1,800,000
Edwards Aquifer Fee	180,144	172,593	170,000	170,000
Bulk Water	17,553	2,300	13,512	3,000
Water Supply Fee	144,619	138,969	138,969	140,000
TCEQ Public Health Fee	6,174	6,100	6,100	6,100
<b>Total Water Sales</b>	<b>2,020,985</b>	<b>2,090,215</b>	<b>2,098,834</b>	<b>2,119,100</b>
<b>Sewer Sales</b>				
City Service (SAWS)	2,554,968	2,507,356	2,507,356	2,500,000
City Surcharge	8,070	9,186	9,186	8,000
<b>Total Sewer Sales</b>	<b>2,563,039</b>	<b>2,516,542</b>	<b>2,516,542</b>	<b>2,508,000</b>
<b>Storm Water</b>				
Storm Water Fees	376,184	396,797	380,000	380,000
Storm Water Fee-SAWS Billing	185,793	183,647	180,000	180,000
Storm Water Penalties	4,076	3,235	4,000	4,000
<b>Total Storm Water Fees</b>	<b>566,053</b>	<b>583,679</b>	<b>564,000</b>	<b>564,000</b>
<b>Connection Fees</b>				
Connection Fees	-	350	350	2,250
<b>Total Connection Fees</b>	<b>-</b>	<b>350</b>	<b>350</b>	<b>2,250</b>
<b>Customer Fees</b>				
Customer Penalties	51,054	51,576	51,500	51,500
Customer Disconnection Fees	13,932	8,010	8,000	8,000
<b>Total Customer Fees</b>	<b>64,986</b>	<b>59,586</b>	<b>59,500</b>	<b>59,500</b>
<b>Tapping Fees</b>				
Water Tap Fees	-	10,000	-	10,000
Sewer Tap Fees	971	-	-	-
<b>Total Tapping Fees</b>	<b>971</b>	<b>10,000</b>	<b>-</b>	<b>10,000</b>
<b>TOTAL OPERATING REVENUES</b>	<b>\$ 5,216,034</b>	<b>\$ 5,260,372</b>	<b>\$ 5,239,226</b>	<b>\$ 5,262,850</b>

**ENTERPRISE FUND**  
**SCHEDULE OF NON-OPERATING REVENUES (EXPENSES)**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>Non-Operating Revenues</b>				
Interest Income	145,607	50,000	50,000	51,000
Impact Fees	15,451	10,000	1,200	-
Miscellaneous Income	(12,042)	500	856	500
Bexar County Reimbursement	82,860	-	-	1,300,000
Transfer In from Other Funds	-	224,382	224,382	-
Transfer In from Capital	2,177,798	-	-	-
<b>Total Non-Operating Revenues</b>	<b>2,409,673</b>	<b>284,882</b>	<b>276,438</b>	<b>1,351,500</b>
<b>Non-Operating Expenses</b>				
Transfer Out to Debt Service	(53,982)	(105,363)	(105,363)	(107,863)
Transfer Out to Other Funds	(25,680)	-	-	-
Transfer Out Shared Personnel Services	(1,426,604)	(1,380,647)	(1,380,647)	(1,458,351)
Transfer Out to Capital	(535,648)	-	-	-
<b>Total Non-Operating Expenses</b>	<b>(2,041,914)</b>	<b>(1,486,010)</b>	<b>(1,486,010)</b>	<b>(1,566,214)</b>
<b>TOTAL NON-OPERATING REVENUES (EXPENSES)</b>	<b>\$ 367,759</b>	<b>\$ (1,201,128)</b>	<b>\$ (1,209,572)</b>	<b>\$ (214,714)</b>

**ENTERPRISE FUND**  
**SCHEDULE OF SOURCES (USES) OF WORKING CAPITAL**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>Additions to Fixed Assets</b>				
Water System	-	580,000	580,000	715,000
Sewer System	-	1,011,020	1,011,020	500,000
Storm Water	-	901,292	901,292	-
<b>Total Additions to Fixed Assets</b>	<b>\$ -</b>	<b>\$ 2,492,312</b>	<b>\$ 2,492,312</b>	<b>\$ 1,215,000</b>

# WATER



The department provides management and administration to water system operations and provides policy guidance and procedures for distributing potable water to the City's water customers in accordance with requirements of the State and other regulatory agencies.

This department provides 24-hour support for operations and maintenance of the Leon Valley public water supply and distribution system. The mission is to deliver adequate supplies of potable water to approximately 2,600 customers in accordance with Texas Commission on Environmental Quality (TCEQ) and State Fire Insurance Commission regulations, and to plan for future water needs. Included is the maintenance of records, reports, and support for the water system and billing department in the reading of meters, customer actions, and new meter installations. The Department conducts meter repair and replacement; water storage tank rehabilitation and well maintenance; water main, fire hydrant, curb stop, valve, and lateral replacement activities. The department is also responsible for finding and correcting unaccounted water loss through an on-going leak detection and repair program. Personnel are also responsible for Edwards Aquifer Authority (EAA) critical period management plan operations.

## **OBJECTIVES FOR FY 2024-2025**

- Replace portions of water and sewer mains as identified in the Capital Improvements Plan.
- Maintain and conduct annual inspections of the three elevated and one ground storage tanks.
- Update the water and sewer GIS mapping.
- Continue to assist developers with water and sewer service for any new residential or commercial development.
- Continue the water meter repair/replacement program.
- Replace fire hydrants as needed with newer "quick-connect" type hydrants.
- Install replacement meters to upgraded touch read meters for meter replacement program.
- Install replacement curb stops.

# WATER



## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Test backflow prevention device for Recycled Water System.
- Maintain the Grass Hill and Huebner Chlorine control system.
- Conduct annual TCEQ tank inspection.
- Conduct water sampling for analysis per the TCEQ. Perform all required reporting.
- Repair any reported leaks under driveways, sidewalks, etc. and replace materials as needed.
- Continue to monitor water and sewer mains and rank for replacement.
- Continue to monitor water rates and identify methods to fund water main replacement.
- Replace fire hydrants in different neighborhoods.
- Maintain irrigation systems at Rimkus Park, Conference and Community Centers, Library and City Hall.



**WATER  
EXPENSES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	205,797	213,280	213,280	220,292
Retirement Plan	(11,828)	45,041	45,041	48,790
Group Insurance	36,277	36,547	36,547	40,202
Worker Compensation	4,920	4,382	4,382	4,521
Liability Insurance	-	-	-	-
Overtime	23,637	8,000	8,000	8,000
Social Security	17,513	17,246	17,246	17,791
Car Allowance	-	-	-	-
Other Benefits	-	-	-	-
Standby	10,170	-	-	-
Special Pay	-	-	-	-
Certification Pay	200	3,632	3,632	4,264
Longevity Pay	6,914	7,722	7,722	8,066
<b>Total Personnel Services</b>	<b>293,601</b>	<b>335,850</b>	<b>335,850</b>	<b>351,925</b>
<b>SUPPLIES</b>				
Office Supplies	607	3,000	3,000	2,000
Operating Supplies	14,002	39,000	39,000	50,550
Repairs & Maintenance - Internal	38,385	136,400	136,400	140,000
Misc. Supplies	16,746	15,000	15,000	15,000
Water Conservation Program	-	2,000	2,000	2,000
<b>Total Supplies</b>	<b>69,741</b>	<b>195,400</b>	<b>195,400</b>	<b>209,550</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	27,829	50,555	50,555	24,501
Contractual Services	268,801	369,490	369,490	282,250
Utilities - Telephone	-	17,000	17,000	17,000
Utilities - Gas, Water, Electric	385	100,000	100,000	100,000
Printing	2,319	3,000	3,000	3,000
Advertising	-	5,000	5,000	10,000
Repairs and Maintenance - External	127,441	145,000	145,000	145,000
Equipment Rental	-	1,500	1,500	8,000
Travel	3,030	10,000	10,000	7,000
Membership, Dues & Licenses	819	2,000	2,000	1,500
Liability Insurance	14,799	30,000	30,000	34,885
<b>Total Contractual Services</b>	<b>445,423</b>	<b>733,545</b>	<b>733,545</b>	<b>633,136</b>
<b>CAPITAL OUTLAY</b>				
Vehicles	-	-	-	-
Other Machinery & Equipment	-	50,000	50,000	-
Water Rights	-	280,000	280,000	140,000
Improvements	-	250,000	250,000	575,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>580,000</b>	<b>580,000</b>	<b>715,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 808,765</b>	<b>\$ 1,844,795</b>	<b>\$ 1,844,795</b>	<b>\$ 1,909,611</b>

# SEWER



The department provides management and administration to water, sewer, and stormwater system operations, provides policy guidance and procedures for distributing potable water to the City's water customers in accordance with requirements of the State and other regulatory agencies, provides direction for operations and maintenance of City-wide sanitary sewer collection system, and provides direction and administration to the Stormwater System in accordance with MS4 permitting regulations.

This department provides 24-hour personnel for operations and maintenance of the sanitary sewer collection system. Included in the responsibilities is the reconstruction of existing sewer mains and services, preparation of required reports, development of long range plans for system replacements, supervision of new construction by developers, support of Finance Department billing operations, clearance of sewer blockages, sewer main cleaning, and providing support of other utility operations.

## **OBJECTIVES FOR FY 2024-2025**

- Apply for CDBG funding to replace the sewer main and manholes at the Hidden Meadow apartment property.
- Televising video of sewer mains; commercial and residential.
- Run sewer camera for video and sewer jet machine to clear lines.
- Maintain sewer lines, point repairs, line replacements and install clean outs.
- Replace damaged sewer mains, identified from videotaped footage.
- Continue low-flow toilet replacement program.
- Perform sewer cleaning activities.
- Continue to monitor sewer rates and identify methods to fund sewer main replacement.

## SEWER EXPENSES

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
<b>PERSONNEL SERVICES</b>				
Salaries	51,635	53,320	53,320	55,073
Retirement Plan	10,056	12,407	12,407	13,429
Group Insurance	10,703	9,137	9,137	10,050
Worker Compensation	1,875	1,207	1,207	1,244
Liability Insurance	-	-	-	-
Overtime	350	8,000	8,000	8,000
Social Security	3,801	4,751	4,751	4,897
Standby	-	-	-	-
Special Pay	-	-	-	-
Certification Pay	-	778	778	936
Longevity Pay	1,729	1,930	1,930	2,016
<b>Total Personnel Services</b>	<b>80,149</b>	<b>91,530</b>	<b>91,530</b>	<b>95,646</b>
<b>SUPPLIES</b>				
Office Supplies	-	-	-	-
Operating Supplies	-	5,000	5,000	8,152
Repairs & Maintenance - Internal	25,980	27,500	27,500	17,500
Misc. Supplies	-	27,500	27,500	27,500
<b>Total Supplies</b>	<b>25,980</b>	<b>60,000</b>	<b>60,000</b>	<b>53,152</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	33,345	50,555	50,555	59,285
Contractual Services	1,616,805	1,977,787	1,977,787	1,980,276
Utilities - Telephone	51	-	-	-
Utilities - Gas, Water, Electric	-	-	-	-
Printing	-	-	-	-
Advertising	4,320	-	-	2,500
Repairs and Maintenance - External	18,828	60,000	60,000	60,000
Liability Insurance	2,783	10,000	10,000	11,628
Travel	-	-	-	-
Sewer Surcharge	11,615	14,000	14,000	14,000
<b>Total Contractual Services</b>	<b>1,687,747</b>	<b>2,112,342</b>	<b>2,112,342</b>	<b>2,127,689</b>
<b>CAPITAL OUTLAY</b>				
Improvements	-	1,011,020	1,011,020	500,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>1,011,020</b>	<b>1,011,020</b>	<b>500,000</b>
<b>TOTAL EXPENSES</b>	<b>\$ 1,793,876</b>	<b>\$ 3,274,892</b>	<b>\$ 3,274,892</b>	<b>\$ 2,776,487</b>

# STORMWATER



The department provides management and administration to water, sewer, and stormwater system operations, provides policy guidance and procedures for distributing potable water to the City's water customers in accordance with requirements of the State and other regulatory agencies, provides direction for operations and maintenance of City-wide sanitary sewer collection system, and provides direction and administration to the Stormwater System in accordance with MS4 permitting regulations.

The goal of this program is to reduce the discharge of pollutants into drainage systems, creeks and streams to the maximum extent practicable, to protect water quality, and to satisfy the requirements of the Texas Commission on Environmental Quality (TCEQ) Phase II program under the provisions of Section 402 of the Clean Water Act (CWA) and Chapter 26 of the Texas Water Code (TWC). The program also identifies Leon Valley's legal authority to implement the general permit.

This program describes the manner in which the permit will be administered and provides the basis for the city's development of a budget and fee collection system. The city's authority is explicitly stated in Chapter 30 of the Texas Administrative Code 205.5(a), and Section 26.040 of the Texas Water Code for the Texas Storm Water Discharges from Small MS4s – TCEQ Docket No. 2006-0428-WO TPDES General Permit To Discharge Under the Texas Pollutant Discharge Elimination System TXR040000.

## **OBJECTIVES FOR FY 2024-2025**

- Create and fund a position for a Certified Stormwater Inspector.
- Continue mowing and de-silting program for both creeks.
- Develop maintenance program for public parking areas.
- Continue inspections of construction activity to ensure Best Management Practices.
- Complete Annual Report for MS4 Permit.
- Participate in the 2025 Basura Bash and Earthwise Living Day.
- Investigate funding for Huebner Creek erosion control project.
- Complete the Low Impact Development (LID) parking lot located at Shadow Mist Park.

# STORM WATER



## **OBJECTIVES FOR FY 2024-2025 (continued)**

- Continue street sweeping program, with neighborhood notification and scheduling.
- Conduct Stormwater public education.
- Continue maintenance of storm drains.
- Provide maintenance of existing LID parking lot at City Hall.
- Perform flood/drainage remediation at identified areas.
- Identify additional opportunities for the construction of a LID parking lot.
- Mow and maintain storm drain inlet/outlets.

## STORMWATER EXPENSES

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
<b>PERSONNEL SERVICES</b>				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Overtime	-	-	-	-
Social Security	-	-	-	-
Car Allowance	-	-	-	-
Other Benefits	-	-	-	-
Special Pay	-	-	-	-
Certification Pay	-	-	-	-
Longevity Pay	-	-	-	-
<b>Total Personnel Services</b>	-	-	-	-
<b>SUPPLIES</b>				
Office Supplies	4,172	-	-	-
Operating Supplies	3,184	10,000	10,000	12,000
Repairs & Maintenance - Internal	-	10,000	10,000	10,000
<b>Total Supplies</b>	7,356	20,000	20,000	22,000
<b>Contractual Services</b>				
Professional Services	20,039	30,800	30,800	30,000
Contractual Services	17,175	56,500	56,500	58,500
Telephone	-	-	-	-
Printing	-	3,000	3,000	3,000
Repairs and Maintenance - External	41,509	50,000	50,000	50,000
Travel	40	5,000	5,000	5,000
Membership, Dues & Licenses	195	300	300	300
Liability Insurance	2,783	10,000	10,000	10,000
<b>Total Contractual Services</b>	81,741	155,600	155,600	156,800
<b>CAPITAL OUTLAY</b>				
Vehicles	-	-	-	-
Improvements	-	901,292	901,292	-
<b>Total Capital Outlay</b>	-	901,292	901,292	-
<b>TOTAL EXPENSES</b>	<b>\$ 89,097</b>	<b>\$ 1,076,892</b>	<b>\$ 1,076,892</b>	<b>\$ 178,800</b>

# RED LIGHT CAMERA FUND

The purpose of the Red Light Camera Fund is to provide oversight for the photographic traffic enforcement system throughout Leon Valley. Employees of this program observe, approve, and adjudicate civil traffic violations documented by our automated traffic control system. The goal of the program is traffic safety and reduction of injuries and property loss from traffic crashes throughout the City of Leon Valley.



Red Light Camera



Traffic Safety

**RED LIGHT CAMERA AND TRAFFIC SAFETY  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$919,758</b>	<b>\$1,077,147</b>	<b>\$1,077,147</b>	<b>\$484,589</b>
<b>Revenues</b>				
Red Light Camera Fines	2,078,852	1,895,872	2,000,000	2,020,963
Red Light Camera Late Fees	184,975	200,000	200,000	200,000
Interest	44,695	25,000	37,000	37,740
Miscellaneous	4,290	-	-	-
<b>Total Revenue</b>	<b>2,312,811</b>	<b>2,120,872</b>	<b>2,237,000</b>	<b>2,258,703</b>
<b>Other Funding Sources</b>				
ARP Funds	-	-	-	-
<b>Total Other Funding Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RESOURCES</b>	<b>\$ 3,232,569</b>	<b>\$ 3,198,019</b>	<b>\$ 3,314,147</b>	<b>\$ 2,743,292</b>
<b>Expenditures</b>				
Personnel Services	815,971	940,485	940,485	761,236
Supplies	5,646	12,950	12,950	29,775
Contractual Services	877,601	940,997	940,997	986,803
Capital Outlay	3,630	592,568	592,568	65,000
<b>Total Expenditures</b>	<b>1,702,848</b>	<b>2,487,000</b>	<b>2,487,000</b>	<b>1,842,814</b>
<b>Other Financing Uses</b>				
Shared Personnel Services to GF-RLC	326,574	342,558	342,558	373,636
Transfer to Capital-Traffic Safety	126,000	-	-	-
<b>Total Other Financing Uses</b>	<b>452,574</b>	<b>342,558</b>	<b>342,558</b>	<b>373,636</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,155,422</b>	<b>\$ 2,829,558</b>	<b>\$ 2,829,558</b>	<b>\$ 2,216,450</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 1,077,147</b>	<b>\$ 368,461</b>	<b>\$ 484,589</b>	<b>\$ 526,841</b>



# RED LIGHT CAMERA



The purpose of the Red-Light Camera Program is to provide oversight for the photographic traffic enforcement system throughout Leon Valley. Members of this program observe, approve, and adjudicate civil traffic violations documented by our automated traffic control system. The goal of the program is traffic safety and reduction of injuries and property loss from traffic crashes throughout the City of Leon Valley.

## **OBJECTIVES FOR FY 2024-2025**

- Continue to develop policies and processes, and review, approve, and oversee adjudication of the civil notices issued by the automated traffic control system and confirmed by dedicated officers.
- Monitor the camera systems to ensure that only those who commit violations are issued notices and held accountable for the indiscretions.

**RED LIGHT CAMERA  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	402,619	415,024	415,024	345,952
Retirement Plan	81,203	89,204	89,204	77,639
Group Insurance	36,326	54,821	54,821	50,252
Worker Compensation	20,364	10,280	10,280	8,321
Unemployment Compensation	-	-	-	-
Overtime	2,283	-	-	-
Social Security	30,141	34,155	34,155	28,310
Clothing Allowance	-	5,700	5,700	5,000
Stand - By	3,120	6,240	6,240	3,120
Special Pay	-	-	-	-
Certification Pay	18,690	19,500	19,500	15,990
Longevity Pay	6,583	7,335	7,335	6,794
Shared Services General Fund	-	-	-	-
<b>Total Personnel Services</b>	<b>601,327</b>	<b>642,258</b>	<b>642,258</b>	<b>541,378</b>
<b>SUPPLIES</b>				
Office Supplies	614	150	150	200
Operating Supplies	2,857	3,000	3,000	8,350
<b>Total Supplies</b>	<b>3,471</b>	<b>3,150</b>	<b>3,150</b>	<b>8,550</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	-	1,000	1,000	820
Contractual Services	876,138	886,000	886,000	907,000
Utilities - Telephone	-	-	-	-
Utilities - Gas, Water, Electric	-	-	-	-
Printing	-	-	-	-
Advertising	-	-	-	-
Repairs and Maintenance - External	-	-	-	-
<b>Total Contractual Services</b>	<b>876,138</b>	<b>887,000</b>	<b>887,000</b>	<b>907,820</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,480,937</b>	<b>\$ 1,532,408</b>	<b>\$ 1,532,408</b>	<b>\$ 1,457,748</b>

# TRAFFIC SAFETY



The purpose of Traffic Safety initiative is to provide data driven traffic enforcement efforts to keenly focus our traffic control officers on traffic safety concerns to reduce crashes, address problem traffic areas, and respond to concerns identified by Leon Valley residents and business owners.

## **OBJECTIVES FOR FY 2024-2025**

- Respond to citizen complaints of traffic problem areas on roads throughout Leon Valley.
- Continuously evaluate and refine traffic safety policies, procedures, and requirements, and community expectations, fostering a culture of continuous improvement and accountability within the section.

## TRAFFIC SAFETY EXPENDITURES

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
<b>PERSONNEL SERVICES</b>				
Salaries	146,633	179,547	179,547	124,540
Retirement Plan	27,954	41,602	41,602	31,961
Group Insurance	17,203	27,410	27,410	20,101
Worker Compensation	5,375	4,794	4,794	3,508
Overtime	1,945	18,000	18,000	18,000
Social Security	11,205	15,929	15,929	11,654
Clothing Allowance	-	3,000	3,000	2,000
Standby	-	3,120	3,120	-
Special Pay	2,102	-	-	650
Certification Pay	2,225	4,550	4,550	7,150
Longevity Pay	-	275	275	295
<b>Total Personnel Services</b>	<b>214,644</b>	<b>298,227</b>	<b>298,227</b>	<b>219,858</b>
<b>SUPPLIES</b>				
Office Supplies	-	300	300	500
Operating Supplies	-	9,000	9,000	19,900
Repairs and Maintenance - Int	721	-	-	825
Misc. Supplies	1,455	500	500	-
<b>Total Supplies</b>	<b>2,175</b>	<b>9,800</b>	<b>9,800</b>	<b>21,225</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	-	1,000	1,000	1,216
Contractual Services	1,462	44,997	44,997	67,767
Utilities - Telephone	-	-	-	-
Repairs and Maintenance - External	-	8,000	8,000	10,000
Travel	-	-	-	-
<b>Total Contractual Services</b>	<b>1,462</b>	<b>53,997</b>	<b>53,997</b>	<b>78,983</b>
<b>CAPITAL OUTLAY</b>				
Vehicles	-	275,000	275,000	65,000
Other Machinery & Equipment	-	230,738	230,738	-
Improvements other than Building	3,630	86,830	86,830	-
<b>Total Capital Outlay</b>	<b>3,630</b>	<b>592,568</b>	<b>592,568</b>	<b>65,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 221,912</b>	<b>\$ 954,592</b>	<b>\$ 954,592</b>	<b>\$ 385,066</b>

# DEBT FUND

The Debt Service Fund is used to account for the accumulation of resources for and the payment of principal and interest on general long-term debt of the City other than revenue bonds. An ad valorem property tax rate is calculated by the City annually. Property taxes are levied on January 1 each year on all taxable property within the City. The taxes become payable on October 1 following the levy date and delinquent on February 1 of the subsequent year. The annual tax levy must be sufficient in amount to meet current year debt payment requirements.



Issue	Outstanding as of 09/30/2023
<b>2021 GO Refunding Bonds</b>	\$4,475,000
<b>2016 Certificates of Obligation</b>	\$1,695,000

**DEBT SERVICE  
SUMMARY OF REVENUES AND EXPENDITURES**

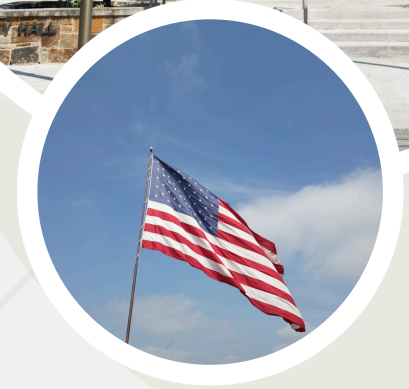
	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$306,236</b>	<b>\$428,334</b>	<b>\$428,334</b>	<b>\$444,984</b>
<b>Revenues</b>				
Ad Valorem Taxes	578,989	583,900	583,900	666,124
Interest	13,445	-	15,000	15,300
<b>Total Revenue</b>	<b>592,435</b>	<b>583,900</b>	<b>598,900</b>	<b>681,424</b>
<b>Other Funding Sources</b>				
Transfers in from Other Funds	107,863	105,363	105,363	107,863
<b>Total Other Funding Sources</b>	<b>107,863</b>	<b>105,363</b>	<b>105,363</b>	<b>107,863</b>
<b>TOTAL RESOURCES</b>	<b>\$ 1,006,534</b>	<b>\$ 1,117,597</b>	<b>\$ 1,132,597</b>	<b>\$ 1,234,271</b>
<b>Expenditures</b>				
Principal	430,000	495,000	495,000	515,000
Interest	147,150	189,613	189,613	173,763
Fees	1,050	3,000	3,000	3,000
<b>Total Expenditures</b>	<b>578,200</b>	<b>687,613</b>	<b>687,613</b>	<b>691,763</b>
<b>Other Financing Uses</b>				
Bond Refunding	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 578,200</b>	<b>\$ 687,613</b>	<b>\$ 687,613</b>	<b>\$ 691,763</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 428,334</b>	<b>\$ 429,984</b>	<b>\$ 444,984</b>	<b>\$ 542,508</b>

**DEBT SERVICE  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>DEBT SERVICE</b>				
Principal - 2009 PPFCO	-	-	-	-
Interest - 2009 PPFCO	-	-	-	-
Interest - 2012 GO	-	-	-	-
Principal - 2012 GO	-	-	-	-
Principal - 2016 CO	-	50,000	50,000	55,000
Interest - 2016 CO	-	55,363	55,363	52,863
Principal - Refunding Bonds	-	-	-	-
Interest - Refunding Bonds	-	-	-	-
Principal - 2021 Refunding GO	430,000	445,000	445,000	460,000
Interest - 2021 Refunding GO	147,150	134,250	134,250	120,900
Paying Agent Fee	1,050	3,000	3,000	3,000
<b>Total Personnel Services</b>	<b>578,200</b>	<b>687,613</b>	<b>687,613</b>	<b>691,763</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 578,200</b>	<b>\$ 687,613</b>	<b>\$ 687,613</b>	<b>\$ 691,763</b>

# SPECIAL REVENUE FUNDS

The purpose of Special Revenue Funds are used to account for specific revenues and expenditures that are legally restricted for a specific purpose.



● Grant Fund

● Lease Fund

● Crime Control & Prevention District

● Court Building Security Fund

● Child Safety Fund

● Court Technology Fund

● Community Center Fund

● Street Maintenance Fund

● Police Forfeiture Fund



# GRANT FUND

This fund is used to account for the expenditures of grant monies received for specific programs.

**AMERICAN RESCUE PLAN (ARP)  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$ 570,836</b>	<b>\$ 725,711</b>	<b>\$ 725,711</b>	<b>\$ 96,408</b>
<b>Revenues</b>				
ARP	2,326,376	-	-	-
Interest	69,354	-	17,560	17,560
<b>Total Revenue</b>	<b>2,395,729</b>	<b>-</b>	<b>17,560</b>	<b>17,560</b>
<b>Other Funding Sources</b>				
Transfers In	382,582	-	-	-
<b>Total Other Funding Sources</b>	<b>382,582</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RESOURCES</b>	<b>\$ 3,349,148</b>	<b>\$ 725,711</b>	<b>\$ 743,271</b>	<b>\$ 113,968</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Supplies	-	-	-	-
Contractual Services	-	-	-	-
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Financing Uses</b>				
Transfers Out	377,974	646,863	646,863	-
Transfer to Capital	2,245,463	-	-	-
<b>Total Other Financing Uses</b>	<b>2,623,437</b>	<b>646,863</b>	<b>646,863</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,623,437</b>	<b>\$ 646,863</b>	<b>\$ 646,863</b>	<b>\$ -</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 725,711</b>	<b>\$ 78,848</b>	<b>\$ 96,408</b>	<b>\$ -</b>

# LEOSE FUND

Senate Bill 1135, passed by the 74 Texas Legislature, directs the Comptroller of Public Accounts to make an annual allocation from the Law Enforcement Officer Standards and Education (LEOSE) account to qualified law enforcement agencies. Twenty percent of the account is allocated equally among the qualified agencies. The remaining eighty percent is allocated based on the number of eligible law enforcement positions each agency had as of January 1 of the preceding calendar year. Funds must only be spent on expenses related to the continuing education of qualified persons. Eligible expenses are not limited to tuition or registration fees; they may include equipment (such as TV's and VCR's), subscriptions, or travel expenses if they are related to continuing education. This program includes funds for the Leon Valley Police Department.

**LEOSE FUND  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$7,003</b>	<b>\$6,444</b>	<b>\$6,444</b>	<b>\$6,856</b>
<b>Revenues</b>				
LEOSE Grant	2,462	2,856	5,412	5,412
<b>Total Revenue</b>	<b>2,462</b>	<b>2,856</b>	<b>5,412</b>	<b>5,412</b>
<b>TOTAL RESOURCES</b>	<b>\$ 9,465</b>	<b>\$ 9,300</b>	<b>\$ 11,856</b>	<b>\$ 12,268</b>
<b>Expenditures</b>				
Contractual Services	3,021	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>3,021</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,021</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>ENDING FUND BALANCE</b>	<b>\$6,444</b>	<b>\$4,300</b>	<b>\$6,856</b>	<b>\$7,268</b>

**LEOSE  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>CONTRACTUAL SERVICES</b>				
Travel	3,021	5,000	5,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 3,021</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

# CRIME CONTROL & PREVENTION DISTRICT

The Crime Control & Prevention District is a special purpose district created for the purpose of improving crime prevention and reducing crime. In 1989, the Texas Legislature recognized that smaller cities within large metropolitan areas are greatly impacted by big city crime without the big city resources to fight crime problems they face. The Legislature passed the Crime Control & Prevention District Act to enable cities to create a special district that can collect a sales tax specifically dedicated to crime Control and reduction. On November 5, 2013 the citizens of Leon Valley voted to create a Crime Control & Prevention District that will be supported through a 1/8 percent local sales and use tax. Funds can be spend on services and programs that will reduce crime, increase public safety and maintain a high quality life in Leon Valley.

**CRIME CONTROL DISTRICT  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$508,227</b>	<b>\$624,621</b>	<b>\$624,621</b>	<b>\$698,945</b>
<b>Revenues</b>				
Crime Control Sales Tax	415,913	403,800	403,435	403,435
Interest	15,781	5,000	23,600	24,072
Miscellaneous	3,201	-	-	-
<b>Total Revenue</b>	<b>434,895</b>	<b>408,800</b>	<b>427,035</b>	<b>427,507</b>
<b>Other Funding Sources</b>				
ARP Funds	-	-	-	-
<b>Total Other Funding Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RESOURCES</b>	<b>\$ 943,122</b>	<b>\$ 1,033,421</b>	<b>\$ 1,051,656</b>	<b>\$ 1,126,452</b>
<b>Expenditures</b>				
Personnel Services	245,354	261,960	261,960	269,202
Supplies	-	-	-	-
Contractual Services	-	10,100	10,100	10,100
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>245,354</b>	<b>272,060</b>	<b>272,060</b>	<b>279,302</b>
<b>Other Financing Uses</b>				
Shared Personnal Services to GF	73,147	80,651	80,651	84,904
<b>Total Other Financing Uses</b>	<b>73,147</b>	<b>80,651</b>	<b>80,651</b>	<b>84,904</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 318,501</b>	<b>\$ 352,711</b>	<b>\$ 352,711</b>	<b>\$ 364,205</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 624,621</b>	<b>\$ 680,710</b>	<b>\$ 698,945</b>	<b>\$ 762,247</b>

**CRIME CONTROL DISTRICT  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	118,882	138,996	138,996	144,818
Retirement Plan	32,903	37,068	37,068	39,463
Group Insurance	20,894	18,274	18,274	20,101
Worker Compensation	4,212	4,272	4,272	4,331
Overtime	45,818	34,000	34,000	34,000
Social Security	12,507	14,193	14,193	14,390
Clothing Allowance	-	2,000	2,000	2,000
Standby	3,490	3,120	3,120	3,120
Special Pay	-	910	910	-
Certification Pay	3,995	6,500	6,500	4,160
Longevity Pay	2,654	2,627	2,627	2,819
Shared Services	-	-	-	-
<b>Total Personnel Services</b>	<b>245,354</b>	<b>261,960</b>	<b>261,960</b>	<b>269,202</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	-	-	-	-
Contractual Services	-	10,100	10,100	10,100
<b>Total Contractual Services</b>	<b>-</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 245,354</b>	<b>\$ 272,060</b>	<b>\$ 272,060</b>	<b>\$ 279,302</b>



# COURT BUILDING SECURITY FUND

This fund is used to account for security fee proceeds received through Municipal Court operations. Security fee proceeds can only be used to finance the direct cost of security personnel, services, and items directly related to buildings that house the operations of municipal courts.

Art. 102.017 of the Texas Code of Criminal Procedure allows a municipality to create a municipal court building security fund and require a person convicted of a non-jailable misdemeanor offense to pay a \$4.90 security fee as a cost of court. This fee must be deposited in a fund known as the Municipal Court Building Security Fund. These funds may only be used for security personnel, services, and items related to buildings that house the operations of municipal courts. "Security personnel, services and items" include:

- X-ray machines
- Handheld metal detectors
- Walkthrough metal detectors
- Identification cards and systems
- Electronic locking and surveillance equipment
- Video conferencing systems, personnel, signage, confiscated weapon inventory and tracking systems
- Locks, chains, alarms, or similar security devices including bullet-proof glass
- Continuing education on security issues for court and security personnel
- Warrant officers and related equipment.

**COURT BUILDING SECURITY  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$49,897</b>	<b>\$74,437</b>	<b>\$74,437</b>	<b>\$79,437</b>
<b>Revenues</b>				
MC Building Security Fees	22,495	18,000	13,000	13,000
Interest	2,045	-	2,000	2,040
<b>Total Revenue</b>	<b>24,540</b>	<b>18,000</b>	<b>15,000</b>	<b>15,040</b>
<b>Other Funding Sources</b>				
Fund Balance	-	-	-	-
<b>Total Other Funding Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RESOURCES</b>	<b>\$ 74,437</b>	<b>\$ 92,437</b>	<b>\$ 89,437</b>	<b>\$ 94,477</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Supplies	-	-	-	-
Contractual Services	-	10,000	10,000	10,000
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Other Financing Uses</b>				
Transfer to Capital	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 74,437</b>	<b>\$ 82,437</b>	<b>\$ 79,437</b>	<b>\$ 84,477</b>

**COURT BUILDING SECURITY  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Worker Compensation	-	-	-	-
Liability Insurance	-	-	-	-
Overtime	-	-	-	-
Social Security	-	-	-	-
Special Pay	-	-	-	-
Longevity Pay	-	-	-	-
<b>Total Personnel Services</b>	-	-	-	-
<b>CONTRACTUAL SERVICES</b>				
Professional Services	-	10,000	10,000	10,000
<b>Total Contractual Services</b>	-	10,000	10,000	10,000
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>

# CHILD SAFETY FUND

The Child Safety Fund Program provides school crossing guards to assist children in crossing safely on our busy streets.

Article 102.014(c) of the Texas Code of Criminal Procedure requires a person to pay \$25.00 when convicted of an offense under Subtitle C, Title 7, Transportation Code, when the offense occurs within a school crossing zone; passing a school bus; parent contributing to nonattendance, and some city ordinance parking violations. Article 102.014(g) instructs that the money collected must be used for a school crossing guard program if the municipality operates one. If the money received from fines from the municipal court cases exceeds the amount necessary to fund the school crossing guard program, the municipality may:

- Deposit the additional money in an interest bearing account;
- Expend the additional money for programs designed to enhance child safety, health, or nutrition including child abuse prevention and intervention, youth diversion, and drug and alcohol abuse prevention; or
- Expend the additional money for programs designed to enhance public safety and security.

The Child Safety Fund Program is dedicated to safeguarding children's well-being as they navigate busy streets within Leon Valley. The Department deploys school crossing guards who serve as guardians, ensuring the safe passage of children across streets and intersections.

**CHILD SAFETY  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$50,839</b>	<b>\$65,414</b>	<b>\$65,414</b>	<b>\$71,861</b>
<b>Revenues</b>				
MC Child Safety Fees	17,780	13,700	10,400	10,400
Interest	2,138	500	2,000	2,040
<b>Total Revenue</b>	<b>19,918</b>	<b>14,200</b>	<b>12,400</b>	<b>12,440</b>
<b>Other Funding Sources</b>				
Fund Balance	-	-	-	-
<b>Total Other Funding Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RESOURCES</b>	<b>\$ 70,757</b>	<b>\$ 79,614</b>	<b>\$ 77,814</b>	<b>\$ 84,301</b>
<b>Expenditures</b>				
Personnel Services	5,343	5,953	5,953	6,117
Supplies	-	-	-	-
Contractual Services	-	-	-	1,000
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>5,343</b>	<b>5,953</b>	<b>5,953</b>	<b>7,117</b>
<b>Other Financing Uses</b>				
Transfer to Capital	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,343</b>	<b>\$ 5,953</b>	<b>\$ 5,953</b>	<b>\$ 7,118</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 65,414</b>	<b>\$ 73,661</b>	<b>\$ 71,861</b>	<b>\$ 77,183</b>

**CHILD SAFETY  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	4,857	5,000	5,000	5,150
Retirement Plan	-	-	-	-
Group Insurance	31	-	-	-
Worker Compensation	106	71	71	73
Liability Insurance	-	-	-	-
Social Security	349	383	383	394
Clothing Allowance	-	500	500	500
<b>Total Personnel Services</b>	<b>5,343</b>	<b>5,953</b>	<b>5,953</b>	<b>6,117</b>
<b>CONTRACTUAL SERVICES</b>				
Contractual Services	-	-	-	1,000
<b>Total Contractual Services</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 5,343</b>	<b>\$ 5,953</b>	<b>\$ 5,953</b>	<b>\$ 7,117</b>

# COURT TECHNOLOGY FUND

To enhance and maintain technology within the Municipal Court system.

Art. 102.0172 of the Texas Code of Criminal Procedure allows a municipality to require a defendant convicted of a non-jailable misdemeanor offense, including a criminal violation of a municipal ordinance, to pay a technology fee of \$4.00 on conviction. This fund may be used only to finance the purchase of or to maintain technological enhancements for a municipal court, including:

- Computer systems
- Computer networks
- Computer hardware
- Computer software
- Imaging systems
- Electronic kiosks
- Electronic ticket writers
- Docket management systems.

**COURT TECHNOLOGY  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$38,208</b>	<b>\$48,126</b>	<b>\$48,126</b>	<b>\$46,626</b>
<b>Revenues</b>				
MC Technology Fees	23,357	19,000	12,000	12,000
Interest	1,561	500	1,500	1,530
<b>Total Revenue</b>	<b>24,918</b>	<b>19,500</b>	<b>13,500</b>	<b>13,530</b>
<b>TOTAL RESOURCES</b>	<b>\$ 63,126</b>	<b>\$ 67,626</b>	<b>\$ 61,626</b>	<b>\$ 60,156</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Supplies	-	-	-	-
Contractual Services	15,000	15,000	15,000	17,000
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>17,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 17,000</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 48,126</b>	<b>\$ 52,626</b>	<b>\$ 46,626</b>	<b>\$ 43,156</b>



**COURT TECHNOLOGY  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	15,000	15,000	15,000	17,000
Contractual Services	-	-	-	-
<b>Total Contractual Services</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>17,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 17,000</b>

# COMMUNITY CENTER FUND

This Fund was established to provide budgeting and accountability for revenues received from hotel occupancy taxes collected by providers from their guests who rent a room or space in a hotel. Under Texas law, funding from this source can only be used to directly promote tourism and the convention/hotel industry. This means the proceeds should be spent on projects or events that result in visitors or attendees staying overnight in the community, generating more hotel occupancy tax.

The Community Center Fund is comprised of the operations of two multipurpose centers: the Community Center, and the Conference Center. These Centers are rented to the general public for a fee and are also used for City sponsored events. The rental revenues off-set operational expenses and a portion of the revenue are also retained for the long-term maintenance of the facilities. The Hotel tax revenue fund also supports the Centers' operations.

The Centers are versatile facilities in a park-like setting and are used for a variety of activities such as civic, private, and social functions. The Conference Center was designed specifically for business conferences and events but is versatile enough to accommodate social events as well. The Conference Center is designed for events up to 150 people, and the Community Center can accommodate up to 300 people. The Centers are also used to host the City's civic events.

The mission of the Leon Valley Community and Conference Centers is to provide a multipurpose venue for area community groups such as senior citizens, civic organizations, and others, and to attract clients on a fee basis for use of the facilities for various events such as weddings, graduations, reunions, and special events.

## **OBJECTIVES FOR FY 2024-2025**

- Develop a virtual option to tour the facilities.
- Expanding the Kitchenette at the Conference Center for warming and cooling areas with counter space for caterers/renters.
- Replace/renovate the restrooms at the Conference Center.
- Replace tables and chairs at the Conference Center. Feedback has requested smaller round tables for Conferences/Events at the Conference Center.

**COMMUNITY/CONFERENCE CENTER  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$192,356</b>	<b>\$254,684</b>	<b>\$254,684</b>	<b>\$196,846</b>
<b>Revenues</b>				
Hotel/Motel Taxes	67,842	84,000	80,000	80,000
Rental Fees	63,766	64,254	64,200	66,417
Interest	10,267	7,200	14,650	14,943
Miscellaneous	36,275	-	-	-
<b>Total Revenue</b>	<b>178,150</b>	<b>155,454</b>	<b>158,850</b>	<b>161,360</b>
<b>Other Funding Sources</b>				
Transfers in from PEG Reserve	-	-	-	-
<b>Total Other Funding Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL RESOURCES</b>	<b>\$ 370,506</b>	<b>\$ 410,138</b>	<b>\$ 413,534</b>	<b>\$ 358,206</b>
<b>Expenditures</b>				
Personnel Services	79,387	89,338	89,338	94,191
Supplies	997	8,000	8,000	11,725
Contractual Services	35,438	59,350	59,350	50,101
Capital Outlay	-	60,000	60,000	160,000
<b>Total Expenditures</b>	<b>115,822</b>	<b>216,688</b>	<b>216,688</b>	<b>316,017</b>
<b>Other Financing Uses</b>				
Transfer to Capital	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 115,822</b>	<b>\$ 216,688</b>	<b>\$ 216,688</b>	<b>\$ 316,017</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 254,684</b>	<b>\$ 193,450</b>	<b>\$ 196,846</b>	<b>\$ 42,189</b>

**COMMUNITY/CONFERENCE CENTER  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	57,922	64,474	64,474	67,175
Retirement Plan	10,866	12,882	12,882	14,093
Group Insurance	6,360	6,853	6,853	7,538
Worker Compensation	94	114	114	119
Liability Insurance	-	-	-	-
Social Security	4,145	4,932	4,932	5,139
Special Pay	-	-	-	-
Longevity Pay	-	83	83	128
<b>Total Personnel Services</b>	<b>79,387</b>	<b>89,338</b>	<b>89,338</b>	<b>94,191</b>
<b>SUPPLIES</b>				
Office Supplies	180	1,000	1,000	1,375
Operating Supplies	817	2,000	2,000	4,100
Repairs & Maintenance - Internal	-	4,500	4,500	5,250
Misc. Supplies	-	500	500	1,000
<b>Total Supplies</b>	<b>997</b>	<b>8,000</b>	<b>8,000</b>	<b>11,725</b>
<b>CONTRACTUAL SERVICES</b>				
Professional Services	1,973	3,500	3,500	2,626
Contractual Services	1,385	3,200	3,200	3,425
Utilities - Telephone	2,798	14,800	14,800	5,200
Utilities - Gas, Water, Electric	22,913	28,000	28,000	20,000
Printing	275	200	200	750
Advertising	-	2,100	2,100	3,100
Repairs and Maintenance - External	1,118	2,000	2,000	5,000
Membership, Dues & Licenses	578	550	550	1,500
Equipment Rental	-	-	-	2,000
Travel	-	-	-	1,500
Liability Insurance	4,397	5,000	5,000	5,000
<b>Total Contractual Services</b>	<b>35,438</b>	<b>59,350</b>	<b>59,350</b>	<b>50,101</b>
<b>CAPITAL OUTLAY</b>				
Office Equipment	-	-	-	-
Improvements	-	60,000	60,000	160,000
Other Machinery & Equipment	-	-	-	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>60,000</b>	<b>60,000</b>	<b>160,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 115,822</b>	<b>\$ 216,688</b>	<b>\$ 216,688</b>	<b>\$ 316,017</b>

# STREET MAINTENANCE FUND

The City held an election in November of 2007, under Chapter 327 of the Texas Tax Code, to adopt an additional 1/4% city sales and use tax for Municipal Street Maintenance. The tax was re-authorized on November 8, 2011. State law requires the creation of a separate fund for these funds.

The sales tax may be used only to maintain and repair municipal streets and sidewalks that existed on the date of the election to adopt the tax.

**STREET MAINTENANCE  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$1,168,919</b>	<b>\$1,820,388</b>	<b>\$1,820,388</b>	<b>\$1,954,169</b>
<b>Revenues</b>				
Street Sales Taxes	838,949	798,000	813,781	813,781
Interest	44,160	30,000	40,000	40,800
<b>Total Revenue</b>	<b>883,110</b>	<b>828,000</b>	<b>853,781</b>	<b>854,581</b>
<b>TOTAL RESOURCES</b>	<b>\$ 2,052,029</b>	<b>\$ 2,648,388</b>	<b>\$ 2,674,169</b>	<b>\$ 2,808,750</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Supplies	-	-	-	-
Contractual Services	231,641	720,000	720,000	2,808,750
<b>Total Expenditures</b>	<b>231,641</b>	<b>720,000</b>	<b>720,000</b>	<b>2,808,750</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 231,641</b>	<b>\$ 720,000</b>	<b>\$ 720,000</b>	<b>\$ 2,808,750</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 1,820,388</b>	<b>\$ 1,928,388</b>	<b>\$ 1,954,169</b>	<b>\$ (0)</b>

**STREET MAINTENANCE  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>CONTRACTUAL SERVICES</b>				
Repairs and Maintenance - External	231,641	720,000	720,000	2,808,750
<b>Total Contractual Services</b>	231,641	720,000	720,000	2,808,750
<b>TOTAL EXPENDITURES</b>	<b>\$ 231,641</b>	<b>\$ 720,000</b>	<b>\$ 720,000</b>	<b>\$ 2,808,750</b>

# POLICE FORFEITURE FUND

This fund serves as a vital mechanism for the transparent and accountable management of proceeds derived from criminal asset forfeitures. As mandated by state law, this fund provides a dedicated repository for allocating and utilizing assets seized through lawful means. Operating within strict regulatory frameworks, the fund ensures compliance with legal obligations, safeguarding against misuse or misappropriation of seized assets. It stands as a testament to the commitment to uphold the principles of justice and integrity within law enforcement operations.

The mission of the Police Forfeiture Fund is twofold: firstly, to responsibly manage and allocate seized assets in accordance with legal statutes, and secondly, to utilize these resources exclusively for law enforcement purposes. Through prudent fiscal management and transparent accounting practices, the fund facilitates the enhancement of law enforcement capabilities, funding critical initiatives such as equipment upgrades, training programs, and community outreach efforts. By reinvesting seized assets into advancing law enforcement objectives, the fund contributes to the ongoing mission of promoting public safety, upholding the rule of law, and fostering trust and collaboration between law enforcement agencies and the communities they serve.



**POLICE FORFEITURE  
SUMMARY OF REVENUES AND EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>BEGINNING FUND BALANCE</b>	<b>\$290,065</b>	<b>\$400,786</b>	<b>\$400,786</b>	<b>\$217,418</b>
<b>Revenues</b>				
Seizures	215,159	-	58,882	-
Interest	9,105	2,000	11,100	11,322
Miscellaneous	6,458	-	-	-
<b>Total Revenue</b>	<b>230,721</b>	<b>2,000</b>	<b>69,982</b>	<b>11,322</b>
<b>TOTAL RESOURCES</b>	<b>\$ 520,786</b>	<b>\$ 402,786</b>	<b>\$ 470,768</b>	<b>\$ 228,740</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Supplies	-	-	-	-
Contractual Services	-	-	-	4,000
Capital Outlay	-	253,350	253,350	-
<b>Total Expenditures</b>	<b>-</b>	<b>253,350</b>	<b>253,350</b>	<b>4,000</b>
<b>Other Financing Uses</b>				
Transfer to Capital	120,000	-	-	-
<b>Total Other Financing Uses</b>	<b>120,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 120,000</b>	<b>\$ 253,350</b>	<b>\$ 253,350</b>	<b>\$ 4,000</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 400,786</b>	<b>\$ 149,436</b>	<b>\$ 217,418</b>	<b>\$ 224,740</b>

**POLICE FORFEITURE  
EXPENDITURES**

	<b>ACTUAL</b>	<b>BUDGET</b>	<b>ESTIMATED</b>	<b>BUDGET</b>
	<b>2022-2023</b>	<b>2023-2024</b>	<b>2023-2024</b>	<b>2024-2025</b>
<b>PERSONNEL SERVICES</b>				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Overtime	-	-	-	-
Social Security	-	-	-	-
Clothing Allowance	-	-	-	-
Special Pay	-	-	-	-
Longevity Pay	-	-	-	-
<b>Total Personnel Services</b>	-	-	-	-
<b>CONTRACTUAL SERVICES</b>				
Professional Services	-	-	-	-
Contractual Services	-	-	-	4,000
<b>Total Contractual Services</b>	-	-	-	4,000
<b>CAPITAL OUTLAY</b>				
Vehicles	-	190,000	190,000	-
Other Machinery & Equipment	-	63,350	63,350	-
<b>Total Capital Outlay</b>	-	253,350	253,350	-
<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 253,350</b>	<b>\$ 253,350</b>	<b>\$ 4,000</b>

# 10 YEAR CAPITAL ACQUISITION PLAN







CITY OF LEON VALLEY  
 GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
 FY 2025

MANAGER AND COUNCIL

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
Painting (Exterior) City Hall	New	New		50,000				
<b>TOTAL MANAGER AND COUNCIL</b>			\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
<b>TOTAL MANAGER AND COUNCIL</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



# GENERAL FUND

## INFORMATION TECHNOLOGY

**Item Description:**

Department server - Fire.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

Department servers are on a 5 year replacement cycle. Due to their continuous use they are replaced to ensure that there is no data loss due to system failure.

**Number of Items:** 1

**Cost per Item:** \$15,000

**Additional Cost per Item:** \$0

**Total:** \$15,000



# GENERAL FUND

## INFORMATION TECHNOLOGY

**Item Description:**

Meraki 48 port Switch (2x) - Library.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

The Library currently does not have any Meraki Switches. All our networks are protected and managed by a series of Meraki Firewalls. The addition of these switches will help to increase the efficiency and security of our networks.

**Number of Items:** 2

**Cost per Item:** \$6,500

**Additional Cost per Item:** \$0

**Total:** \$13,000

# GENERAL FUND

## INFORMATION TECHNOLOGY

**Item Description:**

Meraki 48 port Switch (2x) - Fire.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

The Fire department currently has two Meraki Switches and one non-Meraki switch with limited management capability. This switch would replace the non-Meraki switch and increase the efficiency and security of our networks.

**Number of Items:** 1**Cost per Item:** \$6,500**Additional Cost per Item:** \$0**Total:** \$6,500

CITY OF LEON VALLEY  
 GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
 FY 2025

POLICE DEPARTMENT

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
Police Patrol Vehicle (1 w/equip)	Variable	Replacement	-	65,000	65,000		65,000	
Detective Vehicle (1)	Variable	Replacement	65,000				55,000	
<b>TOTAL POLICE</b>			<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 120,000</b>	<b>\$ -</b>

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
Mobile Digital Terminals	Variable	Replacement				32,000		
<b>TOTAL POLICE</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,000</b>	<b>\$ -</b>	<b>\$ -</b>

# GENERAL FUND

## POLICE

**Item Description:**

Police Detective Vehicle - Replacement

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

This vehicle purchase will replace an un-marked detective vehicle that has accumulated over 100,000 miles. In 2017 all Police Vehicles were placed on a maintenance and replacement schedule. All Police Vehicles will be maintained and kept in service for 100,000 miles or five years before they are replaced.

**Number of Items:** 1

**Cost per Item:** \$65,000

**Additional Cost per Item:** \$0

**Total:** \$65,000

CITY OF LEON VALLEY  
 GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
 FY 2025

IMPOUND LOT

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
<b>TOTAL IMPOUND LOT</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
<b>TOTAL IMPOUND LOT</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CITY OF LEON VALLEY  
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2025**

**FIRE DEPARTMENT**

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
Fire Station Technology	2013	Replacement	95,000					
Vent Hood with suppression system	2013	Replacement	35,000					
Gear Extractor	2013	Replacement		12,000				
Rescue Air Bags	2013	Replacement		30,000				
FD Application Server	2019	Replacement		25,000				
Rescue Air Bags	2013	Replacement		30,000				
Support Truck (S159)	2014	Replacement		70,000				
Ambulance with Power Load System (M159B)	2014	Replacement		320,000				
Thermal Imaging Camera (3)	2019	Replacement			28,000			
Brush Truck	2015	Replacement			200,000			
Ambulance with Power Load System (M159A)	2018	Replacement					320,000	
Fire Chief Truck	2019	Replacement					70,000	
<b>TOTAL FIRE DEPARTMENT</b>			<b>\$ 130,000</b>	<b>\$ 487,000</b>	<b>\$ 228,000</b>	<b>\$ -</b>	<b>\$ 390,000</b>	<b>\$ -</b>

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
Mechanical CPR Device (3)	2019	Replacement	50,000					
Cardiac Monitors (4)	2019	Replacement	150,000					
Ambulance with Power Load System (M159C)	2020	Replacement	320,000					
SCBA's (25)	2018	Replacement				250,000		
Utility Terrain Vehicle	2013	Replacement					35,000	
Ambulance with Power Load System (M159D)	2025	Replacement					320,000	
<b>TOTAL FIRE DEPARTMENT</b>			<b>\$ 520,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 355,000</b>	<b>\$ -</b>

# GENERAL FUND FIRE

## Item Description:

Required Replacement of outdated station technology systems.

## Description of Benefit from Purchase in Improved Service or Lower Cost:

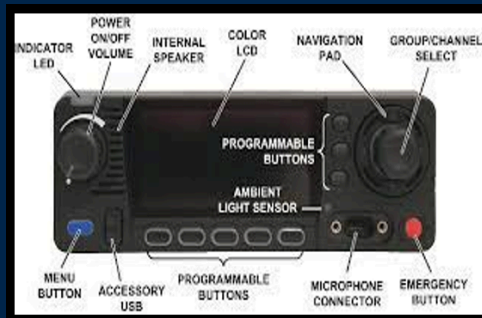
This item is to replace the existing station alerting system for the entire fire station. This equipment appears to have been used when installed and will be non-compatible with the current radio system requirements. This includes adequate emergency power and and fail over system to ensure radio communications and connectivity for all required systems. This will include radio, internet, camera, phone, UPS's, power points and station audio.

**Number of Items:** 1

**Cost per Item:** \$95,000

**Additional Cost per Item:** \$0

**Total:** \$95,000



# GENERAL FUND

## FIRE

### Item Description:

Approved Kitchen Hood System (replace portions of the ceiling grids and tiles, R/R existing cabinets with the installation of the appropriate suppression system).

### Description of Benefit from Purchase in Improved Service or Lower Cost:

This item is to replace the existing kitchen vent hood and fire suspension system currently installed in the FD. This item would install an appropriate hood system that meets the existing fire and building codes. The current system is only approved for residential applications. The current vent hood was installed against the approved fire code at the time the building was constructed. The current hood does not cover the complete stove top and has wooden cabinets directly along side of the burners.

**Number of Items:** 1

**Cost per Item:** \$35,000

**Additional Cost per Item:** \$0

**Total:** \$35,000





**CITY OF LEON VALLEY  
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2025**

**PUBLIC WORKS**

Item	Acquisition Date	Purchase Type	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Future Needs
Kennel	New	New	35,000					
ATV - 2 seater	2024	New		20,000				
C1 Chevy C8500	2000	Replacement		100,000				
C14 Ford F 350 Flatbed	1994	Replacement		45,000				
M12 Bobcat		Replacement			50,000			
M14 F150 Pick-Up 1/2 Ton	2013	Replacement			50,000			
M3 Ford F-150	2012	Replacement			50,000			
M9 Case JX55 Farm Tractor	2003	Replacement			150,000			
ST01 Onan generator	2000	Replacement			115,000			
M1 Ford F150 Super cab 4x2	2023	Replacement				50,000		
M16 Chevy Silverado 1/2 Ton	2017	Replacement				50,000		
C12A Doosan Compressor	2013	Replacement				30,000		
C15 Trail-Eze Trailer	1997	Replacement				20,000		
C18 Ingersoll Rand Roller	1999	Replacement				50,000		
C21 International Water Truck	2010	Replacement				100,000		
M15 Chevrolet Silverado 2500	2016	Replacement				45,000		
C10A Leeboy Motor Grader	2014	Replacement					75,000	
M7 Rhino 1348 Boom Mower	2006	Replacement					20,000	
C20 Southwest Gooseneck Trailer	2017	Replacement					40,000	
C22 Cart-Away Concrete Mixer Trailer	2018	Replacement					70,000	
C23 Doosan Forklift	2018	Replacement					200,000	
C24 Stewart -Amos Isuzu Sweeper	2018	Replacement					80,000	
C21 Water Tanker	2010	Replacement					30,000	
C5 Interstate Haul Trailer	2023	Replacement					120,000	
C19 Asphalt Zipper	2022	Replacement						
<b>TOTAL PUBLIC WORKS</b>			<b>\$ 35,000</b>	<b>\$ 165,000</b>	<b>\$ 415,000</b>	<b>\$ 345,000</b>	<b>\$ 635,000</b>	<b>\$ -</b>

Item	Acquisition Date	Purchase Type	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	Future Needs
M22 Chevrolet Silverado	2019	Replacement	45,000					
M21 Ford F 350 Truck	2019	Replacement	45,000					
C25 International Dump Truck	2020	Replacement		100,000				
C26 Concrete Load Pro	2020	Replacement		80,000				
Car washing Equipment	2021	Replacement		10,000				
C26 Concrete Load Pro	2020	Replacement		80,000				
M6A Case Loader Backhoe	2015	Replacement			120,000			
Traffic Signal System - Wurzbach	2017	Replacement			150,000			
Traffic Signal System - Huebner/Evers	2017	Replacement			150,000			
Crack seal trailer	2024	Replacement				65,000		
C16 Broce Broom	2024	Replacement				70,000		
<b>TOTAL PUBLIC WORKS</b>			<b>\$ 90,000</b>	<b>\$ 270,000</b>	<b>\$ 420,000</b>	<b>\$ 135,000</b>	<b>\$ -</b>	<b>\$ -</b>

# GENERAL FUND

## PUBLIC WORKS

**Item Description:**

4-dog Kennel.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

The City does not have a temporary animal holding shelter that would meet state code and sanitary requirements. This kennel would provide heated and cooled shelter for stray dogs, as well as shelter from inclement weather. The kennel would be operated by the Animal Control Officers until such time as the animals can be moved to an approved and licensed facility.

**Number of Items:** 1

**Cost per Item:** \$35,000

**Additional Cost per Item:** \$0

**Total:** \$35,000







# GENERAL FUND

## ECONOMIC DEVELOPMENT

**Item Description:**

Community Relations Vehicle.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

Vehicle to transport AV equipment for broadcasting needs.

**Number of Items:** 1

**Cost per Item:** \$55,000

**Additional Cost per Item:** \$0

**Total:** \$55,000

# GENERAL FUND

## ECONOMIC DEVELOPMENT

**Item Description:**

Council Channel

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

Upgrade/Add new equipment to record, stream, and broadcast

**Number of Items:** Varies

**Cost per Item:** Varies

**Additional Cost per Item:** Council Chambers AV needs.

**Total:** \$150,000

# GENERAL FUND

## ECONOMIC DEVELOPMENT

**Item Description:**

PEG Channel Broadcasting Equipment.

Audio: Shure, Audio Mixer, Broadcast.

Lighting: Aputure, reflector/light bounce/dome diffuser.

Camera: Sony, Mevo.

Greenscreen, Tripods, Carrying Cases, SIM cards.

Drone.

Computer, Laptop, speakers, monitors.

Video encoder.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

Create a new communications platform for the City. Create new content material to broadcast and promote Leon Valley.

**Number of Items:** Varies

**Cost per Item:** Varies

**Additional Cost per Item:** \$0

**Total:** \$20,000

**CITY OF LEON VALLEY  
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2025**

**PARKS**

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
Basketball Court Shade Structure	New	New	100,000					
Hike & Bike Trail Seg 2	New	New	2,152,136					
Mower/Shredder	New	New	40,000					
RRP Multi-purpose play structure	1996	Replacement					125,000	
RRP Playground Equipment Natural Area	2013	Replacement					50,000	
RRP Shade Structures	2019	Replacement					180,000	
Silo fitness equipment	2016	Replacement					15,000	
<b>TOTAL PARKS</b>			<b>\$ 2,292,136</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 370,000</b>	<b>\$ -</b>

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
Silo Park Pavilion	2018	Replacement	15,000					
Silo Park Playscape	2018	Replacement	50,000					
Old Mill Pavilion	2018	Replacement	16,000					
Old Mill Park Playscape	2018	Replacement	50,000					
Old Mill fencing	2018	Replacement			40,000			
Ridge Park fitness equipment	2018	Replacement			15,000			
Ridge Park Pavilion	2019	Replacement			15,000			
Ridge Park Playscape	2019	Replacement			50,000			
Sprinkler System - 4 parks	New	New			150,000			
Hike & Bike Trail Seg 1	2023	Replacement				150,000		
<b>TOTAL PARKS</b>			<b>\$ 131,000</b>	<b>\$ -</b>	<b>\$ 270,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>



# GENERAL FUND

## PARKS

**Item Description:**

Basketball court shade cover.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

Shade cover over the basketball court will improve the public's health and safety by providing much needed shade during the summer months.

**Number of Items:** 1

**Cost per Item:** \$100,000

**Additional Cost per Item:** \$0

**Total:** \$100,000



# GENERAL FUND PARKS

**Item Description:**

Leon Valley Huebner Creek Hike & Bike Trail Segment II.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

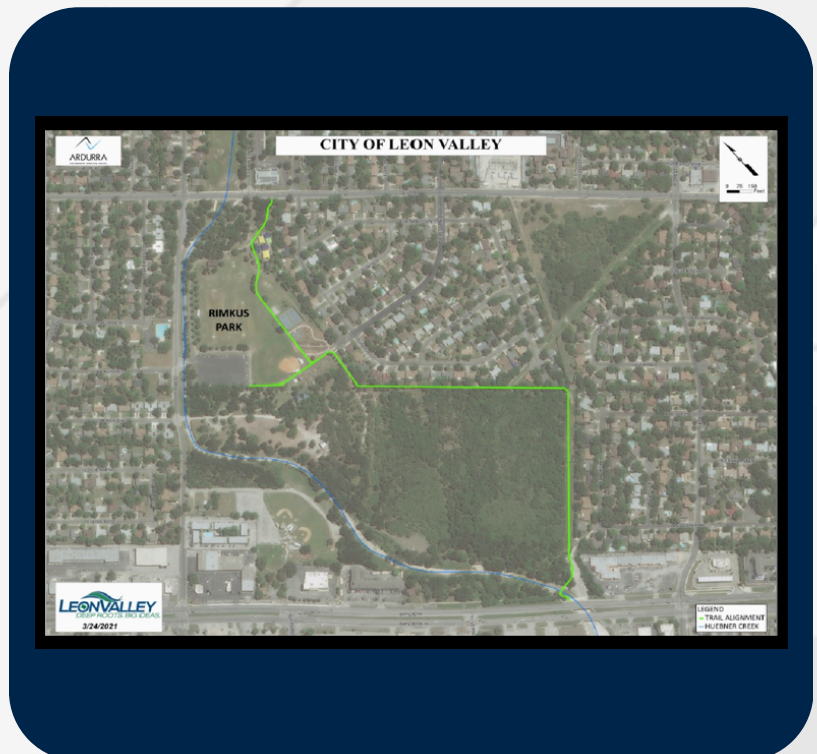
This project was granted funds from the MPO and is to connect to the existing Segment I at Huebner Creek. Reimbursement funds in the amount of \$1,260,312 will be received through TxDOT and the FHWA.

**Number of Items:** 1

**Cost per Item:** \$2,152,136

**Additional Cost per Item:** \$0

**Total:** \$2,152,136



# GENERAL FUND

## PARKS

**Item Description:**

Mower/shredder.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

This will be used to mow and shred Huebner Creek and the new hike & Bike Trail. The shredder can move sideways to get under trees and the mower has a bucket to move large boulders and tree limbs out of the way.

**Number of Items:** 1

**Cost per Item:** \$40,000

**Additional Cost per Item:** \$0

**Total:** \$40,000



CITY OF LEON VALLEY  
 GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
 FY 2025

LIBRARY

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Non Funded</i>
<b>TOTAL LIBRARY</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Non Funded</i>
<b>TOTAL LIBRARY</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF LEON VALLEY  
 GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN  
 FY 2025

	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
<b>TOTAL BY FISCAL YEAR</b>	\$ 2,781,636	\$ 767,000	\$ 723,000	\$ 360,000	\$ 1,530,000	\$ -

	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
<b>TOTAL BY FISCAL YEAR</b>	\$ 762,500	\$ 291,500	\$ 711,500	\$ 588,500	\$ 376,500	\$ -

**CITY OF LEON VALLEY  
ENTERPRISE FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2025**

<i>Item</i>	<b>Acquisition Date</b>	<b>Purchase Type</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>Future Needs</b>
WA - Replace water Mains City-Wide	1960 - 1990	Replacement	575,000					
WA - Purchase Water Rights	2018	New	140,000					
SW - Replace Sewer Mains City-Wide	1960 - 1990	Replacement	500,000					
STW - M2 Case Backhoe	2010	Replacement		150,000				
WA - Replace Water Mains City-Wide	1960 - 1990	Replacement		500,000				
WA - Purchase Water Rights	2018	New		140,000				
SW - Replace Sewer Mains City-Wide	1960 - 1990	Replacement		500,000				
WA - S122 Top Hat Trailer	2014	Replacement		7,000				
WA - S123 Top Hat Trailer	2014	Replacement		7,000				
SW - Replace Sewer Mains City-Wide	1960 - 1990	Replacement			500,000			
WA - Replace Water Mains City-Wide	1960 - 1990	Replacement			500,000			
WA - Purchase Water Rights	New	New			140,000			
WA - S136 Leeboy Asphalt Distributor	2017	Replacement			100,000			
WA - S137 Dynpac Roller	2017	Replacement			70,000			
STW - S135 Vermeer Chipper	2017	Replacement			30,000			
STW S143 Hustler Super Z HD	2018	Replacement			30,000			
SW - W10 3/4 Ton Pickup Truck	2016	Replacement				50,000		
WA - Replace Water Mains City-Wide	1960 - 1990	Replacement				500,000		
WA - Purchase Water Rights	New	New				140,000		
SW - Replace Sewer Mains City-Wide	1960 - 1990	Replacement				500,000		
STW - S141 ATV	2017	Replacement				20,000		
SW - W11 Sewer Jet Machine	2016	Replacement					40,000	
WA - Replace Water Mains City-Wide	1960 - 1990	Replacement					500,000	
WA - Purchase Water Rights	New	New					140,000	
SW - Replace Sewer Mains City-Wide	1960 - 1990	Replacement					500,000	
SW - W12 Vermeer Vac-Tron Trailer	2017	Replacement					60,000	
STW - S144 John Deere Rotary Cutter	2018	Replacement					25,000	
<b>TOTAL BY FISCAL YEAR</b>			<b>1,215,000</b>	<b>1,304,000</b>	<b>1,370,000</b>	<b>1,210,000</b>	<b>1,265,000</b>	<b>\$ -</b>

<i>Item</i>	<b>Acquisition Date</b>	<b>Purchase Type</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>Future Needs</b>
WA - W13 Ford F550 Dumptruck	2018	New	100,000					
WA - W8 Backhoe	2009	Replacement	130,000					
WA - Replace water mains city-wide	1960-1990	Replacement	500,000					
Sw - Replace sewer mains city-wide	1960-1990	Replacement	500,000					
STW - Streetsweeper	2018	New	250,000					
STW - M18 John Deere Mower Tractor w/Shred	2018	Replacement	130,000					
WA - Replace John Marshall elevated tank	1939	Replacement	1,000,000					
WA - ST01 Onan 100KW Generator	2010	Replacement		115,000				
WA - W9 Baldor Generator TS 175	2010	Remove		-				
WA - Replace Water Mains City-Wide	Replacement	Replacement		500,000				
WA - Purchase Water Rights	New	New		140,000				
SW - Replace Sewer Mains City-Wide	Replacement	Replacement		500,000				
WA - Replace Water Mains City-Wide	Replacement	Replacement			500,000			
WA - Purchase Water Rights	New	New			140,000			
SW - Replace Sewer Mains City-Wide	Replacement	Replacement			500,000			
STW - Excavator Trailer	2023	Replacement			70,000			
WA - Marshall Elevated Water Storage Tank							1,500,000	
<b>TOTAL BY FISCAL YEAR</b>			<b>2,610,000</b>	<b>1,255,000</b>	<b>\$ 1,210,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>

# ENTERPRISE FUND

## WATER

**Item Description:**

Replace water mains.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

This is part of the ongoing capital improvements plan to replace 40-50 year old asbestos concrete water mains.

**Number of Items:** 1

**Cost per Item:** \$575,000

**Additional Cost per Item:** \$0

**Total:** \$575,000

# ENTERPRISE FUND

## WATER

**Item Description:**

Purchase 20 acre feet of water rights.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

This is part of the ongoing capital improvements plan to acquire up to 2000 acre feet of water rights for future development.

**Number of Items:** 20

**Cost per Item:** \$7,000

**Additional Cost per Item:** \$0

**Total:** \$140,000



# ENTERPRISE FUND

## SEWER

**Item Description:**

Replace sewer mains.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

This is part of the ongoing capital improvements plan to replace 40-50 year old sewer mains.

**Number of Items:** 1

**Cost per Item:** \$500,000

**Additional Cost per Item:** \$0

**Total:** \$500,000

**CITY OF LEON VALLEY  
RED LIGHT CAMERA FUND - TRAFFIC SAFETY 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2025**

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
Police Patrol Vehicle (1 w/equip)	Variable	Replacement	65,000					
Mobile Digital Terminals	Variable	Replacement						
Detective Vehicle	Variable	Replacement						
Police Patrol Vehicles (2 w/equip)	Variable	Replacement			130,000			
Police Patrol Vehicle (1 w/equip)	Variable	Replacement				65,000		
Detective Vehicle	Variable	Replacement				65,000		
Jaws of Life (Tier 2)	Variable	Replacement					62,500	
In-Car Camera Systems	Variable	Replacement					86,500	
Police Patrol Vehicle (2 w/equip)	Variable	Replacement					130,000	
<b>TOTAL BY FISCAL YEAR</b>			<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ 130,000</b>	<b>\$ 279,000</b>	<b>\$ -</b>

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
Police Patrol Vehicle (1 w/equip)	Variable	Replacement	65,000					
Detective Vehicle	Variable	Replacement			65,000	55,000		
<b>TOTAL BY FISCAL YEAR</b>			<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ 65,000</b>	<b>\$ 55,000</b>	<b>\$ -</b>	<b>\$ -</b>

# RED LIGHT CAMERA FUND

## TRAFFIC SAFETY

**Item Description:**

New Police Patrol Vehicle w/equipment

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

This vehicle purchase will replace a 2019 Vehicle scheduled to be removed from service based on the current replacement schedule. In 2017 all Police Vehicles were placed on a maintenance and replacement schedule. All Police Vehicles will be maintained and kept in service for 100,000 miles or five years before they are replaced.

**Number of Items:** 1

**Cost per Item:** \$65,000

**Additional Cost per Item:** \$0

**Total:** \$65,000

CITY OF LEON VALLEY  
COMMUNITY CENTER FUND 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2025

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
Conference Center Restrooms	2000	Replacement	160,000					
A/C (2) Units Community Center	2018	Replacement					28,000	
<b>TOTAL BY FISCAL YEAR</b>			<b>\$ 160,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,000</b>	<b>\$ -</b>

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>Future Needs</i>
Conference Center A/V Equipment	2019	Replacement	25,000					
<b>TOTAL BY FISCAL YEAR</b>			<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# COMMUNITY CENTER FUND

**Item Description:**

Demo existing restroom and replace with new modern toilets/stalls (3), sinks, dispensers, flooring, paint walls, change lights, change counters, etc. The restroom has had numerous toilet leaks/clogs and has not been replaced since 1998 and requires ADA compliant entry/exit, etc.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

Upgrade Conference Center restrooms to be more accessible and upgrade/remodel for a more appealing look to generate more rentals.

**Number of Items:** Varies

**Cost per Item:** Varies

**Additional Cost per Item:** ADA Push Open Doors, etc.

**Total:** \$160,000

# COMMUNITY CENTER FUND

**Item Description:**

Demo existing restroom and replace with new modern toilets/stalls (3), sinks, dispensers, flooring, paint walls, change lights, change counters, etc. The restroom has had numerous toilet leaks/clogs and has not been replaced since 1998 and requires ADA compliant entry/exit, etc.

**Description of Benefit from Purchase in Improved Service or Lower Cost:**

Upgrade Conference Center restrooms to be more accessible and upgrade/remodel for a more appealing look to generate more rentals.

**Number of Items:** Varies

**Cost per Item:** Varies

**Additional Cost per Item:** ADA Push Open Doors, etc.

**Total:** \$160,000



**CITY OF LEON VALLEY  
POLICE FORFEITURE 10 YEAR CAPITAL ACQUISITION PLAN  
FY 2025**

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>	<i>FY 25-26</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>Future Needs</i>
Command Vehicle	Variable	Replacement		65,000				
Mobile Digital Terminals	Variable	Replacement				32,000		
Detective Police Vehicles (1)	Variable	Replacement		65,000				
Undercover Police Vehicles (1)	Variable	Replacement			65,000			
Police Patrol Vehicles (2) w/equip	Variable	Replacement			130,000		130,000	
In-Car Camera Systems	Variable	Replacement						
Detective Police Vehicles (1)	Variable	Replacement				65,000		
Video Server	Variable	Replacement					54,600	
In-Car Camera Systems	Variable	Replacement					86,500	
Multi Function Copier	Variable	Replacement					9,300	
<b>TOTAL BY FISCAL YEAR</b>			<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ 195,000</b>	<b>\$ 97,000</b>	<b>\$ 280,400</b>	<b>\$ -</b>

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>Future Needs</i>
Police Patrol Vehicles (2) w/equip	Variable	Replacement				130,000		
Undercover Police Vehicles (1)	Variable	Replacement		65,000				
Detective Police Vehicles (1)	Variable	Replacement		65,000				
<b>TOTAL BY FISCAL YEAR</b>			<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ -</b>	<b>\$ 130,000</b>	<b>\$ -</b>	<b>\$ -</b>