



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, June 04, 2024 at 6:00 PM

AGENDA

The City of Leon Valley City Council Shall Hold an In-Person Meeting with A Quorum of Members of City Council to Be Physically Present in The Leon Valley City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238. Some Members of City Council May Appear and Participate in The Meeting by Videoconference Pursuant to The Requirements Set Forth in The Texas Open Meetings Act.

Citizens May E-Mail Public Comments To citizenstobeheard@leonvalleytexas.gov. All Other Citizen Participation May Be Provided In-Person at City Council Chambers.

1. Call to Order; Determine a Quorum is Present, Pledge of Allegiance

2. Citizens to be Heard

Citizens wishing to address the City Council for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the City Council is restricted from discussing or acting on items not listed on this agenda.

3. Presentations

1. Presentation, Discussion and Workshop on an Ordinance Approving and Adopting Fiscal Year 2024-2025 Proposed Budget (1st Reading as Required by City Charter) - Dr. Caldera, City Manager

2. Presentation, Discussion, and Direction to Staff on a Reallocation of Funds to Revise the Parks, Recreation, Trails, and Open Space Master Plan and Resurface Tennis and Basketball Courts - M. Moritz, Public Works Director

3. Presentation, Discussion, and Possible Action on Update of Fourth of July Celebration - C. Miranda, Community Relations

4. Regular Agenda

1. Presentation, Discussion and Possible Action on Authorizing the City Manager to Sign the Commercial Contract for Unimproved Property located at 0 Samaritan Drive, Leon Valley, Texas, 78238, Lots 1 and 2, Block 1, CB 4430, Grass Hill Estates Subdivision, Approximately 19.614 Acres of Land - Dr. Caldera, City Manager

5. **Announcements by the Mayor and Council Members.** At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

6. **City Manager's Report**

1. **Upcoming Important Events:**

- **Regular City Council Meeting, Tuesday, July 16, 2024, at 6:30 PM, in City Council Chambers.**
- **Big Rig Petting Zoo, Friday, June 07, 2024, from 10:30 AM to 12:00 PM, at Raymond Rimkus Park.**
- **Movies in the Park featuring, Migration, Friday, June 07, 2024, at Dusk, at Veteran's Park near the Community/Conference Center Grassy Area.**
- **Movies in the Park featuring Kung Fu Panda 4 , Friday, June 21, 2024, at Dusk, at Veteran's Park near the Community/Conference Center Grassy Area.**
- **City Hall and Municipal Court will be closed Thursday, July 04, 2024, in observance of Independence Day.**
- **30th Annual 4th of July Celebration, Thursday, July 04, 2024, at Raymond Rimkus Park. Complete day's schedule of events may be found on the City's website, ENews, as well as on the City's Facebook and Twitter pages.**
- **Coffee with the Mayor & City Council, Saturday, July 27, 2024, 9:00 AM to 11:00 AM, at the Leon Valley Conference Center.**
- **Miscellaneous other events and announcements.**

7. **Consent Agenda**

All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of a Consent Agenda item unless a member of City Council requests that the item be pulled from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

1. Discussion and Possible Action Approving of the Following City Council Minutes - S. Passailaigue, City Secretary:
 - a. 05-21-2024 Regular City Council Meeting Minutes
2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes - S. Passailaigue, City Secretary:
 - a. 04-11-2024 Park Commission Meeting Minutes
 - b. 04-23-2024 Planning & Zoning Commission Meeting Minutes
3. Discussion and Possible Action on an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.05 Sewers, Section 14.05.001 Connection to Allow Properties Over One Acre in Size to Install On Site Sewage Facilities if Not Within 300' of the City's Sanitary Sewer System Mains (1st Read was Held on 05-21-2024) - M. Moritz, Public Works Director

4. Discussion and Possible Action on an Ordinance Authorizing a Budget Adjustment to Transfer Funds from the American Rescue Plan Fund (ARP) to the Enterprise Fund for Remaining ARP Funds (1st Read was on Held 05-21-2024) - C. Goering, Finance Director

8. Regular Agenda - Continued

1. Presentation, Discussion, and Possible Action on a Resolution Granting a Variance to Section 3.05.005(a)(1)(a) of the City of Leon Valley Code of Ordinances for Fence Height at 6618 Adair Drive -R. Salinas, Director of Economic Development.
 2. Presentation and Discussion of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, A 8.003 Plan Review Fee Assessment, to Add a Subsection (C) Re-Review Plan Fee (1st Read as Required by City Charter) - R. Salinas, Director of Economic Development.
 3. Presentation and Discussion on Amending the City of Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit to Increase Fees for Such Permits (1st Reading as Required by City Charter) - R. Salinas, Director of Economic Development.
 4. Discussion and Possible Action of a Resolution of the City of Leon Valley, TX., City Council Appointing Members, Alternates, and a Council Liaison to the Board of Adjustment - S. Passailaigue, City Secretary
 5. Discussion and Possible Action on a Resolution Appointing Members to the Citizens Police Advisory Committee - S. Passailaigue, City Secretary
 6. Discussion and Possible Action on a Resolution Appointing Members to the Economic and Community Development Advisory Committee - S. Passailaigue, City Secretary
 7. Discussion and Possible Action on a Resolution Appointing Members to the Library Advisory Board - S. Passailaigue, City Secretary
 8. Discussion and Possible Action on a Resolution Appointing Commissioners and Alternates to the Park Commission - S. Passailaigue, City Secretary
 9. Discussion and Possible Action on a Resolution Appointing Commissioners and Alternates to the Planning & Zoning Commission- S. Passailaigue, City Secretary
9. **Requests from Members of City Council to Add Items to Future Agendas – Per Section 3.10 (A) of the City of Leon Valley’s Code of Ordinances, at a Meeting of City Council, a Member of City Council May Place an Item on an Agenda by Making a Motion to Place the Item on a Future Agenda and Receiving a Second. No Discussion Shall Occur at the Meeting Regarding the Placement of the Item on a Future Agenda.**

10. The City Council Shall Meet in Executive Session to Discuss the Following:

- 1. Pursuant to Texas Government Code, Chapter 551, Section 551.071, Consultation on Legal Issues; and Section 551.072, Deliberations on Real Property: 0 Samaritan Drive, Leon Valley, Texas, 78238, Lots 1 and 2, Block 1, CB 4430, Grass Hill Estates Subdivision, Approximately 19.614 Acres of Land

11. Reconvene into Regular Session

12. Possible Action on Issues Discussed in Executive Session If Necessary


13. Adjournment

Executive Session. The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

Sec. 551.0411. MEETING NOTICE REQUIREMENTS IN CERTAIN CIRCUMSTANCES: (a) Section does not require a governmental body that recesses an open meeting to the following regular business day to post notice of the continued meeting if the action is taken in good faith and not to circumvent this chapter. If an open meeting is continued to the following regular business day and, on that following day, the governmental body continues the meeting to another day, the governmental body must give written notice as required by this subchapter of the meeting continued to that other day.

Attendance by Other Elected or Appointed Officials: It is anticipated that members of other City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or act on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at <https://www.leonvalleytexas.gov>. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To plan, call (210) 684-1391, Extension 212.


 SAUNDRA PASSAILAIGUE, TRMC
 City Secretary
 MAY 30, 2024 1:55 PM



AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL ADOPTING THE ANNUAL BUDGET FOR THE CITY OF LEON VALLEY FOR THE FISCAL YEAR 2025; APPROVING PROJECTS INCLUDED IN THE PLANS; APPROPRIATING FUNDS AND PROVIDING FOR PAYMENT

WHEREAS, in accordance with the Leon Valley Code of Ordinances, it is necessary to adopt a budget for the Fiscal Year 2025; and

WHEREAS, the Proposed Annual Budget for the period commencing October 1, 2024, and ending September 30, 2025 has been prepared by the City Manager and the City Council has considered the City Manager's proposals; and

WHEREAS, after public notice, work sessions and hearings were held on the Proposed Budget and the City Council has considered the issue for several weeks; and

WHEREAS, on August 20, 2024, City Council considered the Proposed Budget;

NOW, THEREFORE: BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

SECTION 1. The Proposed Annual Budget for the City of Leon Valley, Texas, for the Fiscal Year 2025, as set out in Attachment A, is attached hereto and incorporated herein for all purposes, and the following sections of this Ordinance, is hereby approved and adopted for the fiscal year commencing October 1, 2024 and ending September 30, 2025.

SECTION 2. Appropriations. The sums set forth in Attachment A are hereby appropriated for the ensuing Fiscal Year 2025 for the different City Departments and purposes of the City.

SECTION 3. Personnel Positions.

- A. The number of City-funded personnel positions in all City-funded Departments shall not exceed the total number by indicated fund as set forth in Attachment A unless authorized by subsequent ordinance(s).
- B. Any Departments, Divisions, Sections, Offices, or Programs which have been funded in previous budgets but are not contained in the attached Fiscal Year 2025 Budget Document (Attachment A) are hereby abolished. Any personnel positions that have been authorized in previous budgets, but are not contained in Attachment A are hereby abolished.

SECTION 4. Texas Municipal Retirement System. Pursuant to Section 855.407(g) of the Texas Government Code (the TMRS Act), the City hereby elects to make future normal and prior service contributions to its account in the municipal accumulation fund of the Texas Municipal Retirement System at such combined rate of the total compensation paid by the City to employees who are members of the System, as the System's actuary shall

annually determine as the rate necessary to fund within the amortization period determined as applicable to the City under the TMRS Act the costs of all benefits which are or may become chargeable to or are to be paid out of the City's account in said accumulation fund, regardless of other provisions of the TMRS Act limiting the combined rate of City contributions. This election shall be effective on October 1, 2024.

SECTION 5. Budget Document Filing. The City Manager shall cause the Fiscal Year 2025 Budget and a copy of this Ordinance to be filed with the City Secretary and the County Clerk of Bexar County, as required by the Texas Local Government Code.

SECTION 6. Conflict Provisions. Any discrepancy between this Ordinance and Attachments A shall be resolved in favor of Attachments A.

SECTION 7. Effective Date. Except as otherwise specifically provided for herein, this Ordinance shall take effect on the 1st day of October, 2024.

Proposed Budget Workshop Fiscal Year 2025

Crystal Caldera, PhD
City Manager
City Council Meeting
June 04, 2024

General Fund

Overview

- For FY 2025, we are projecting a fund balance in the General Fund of approximately
 - \$2,901,638 in the Capital Reserve Fund
 - \$1,000,000 in the Emergency Fund
 - Estimated total of \$3,901,638

Overview

- The Emergency Fund alone represents approximately less than 1 month of operating income
- The combined fund balance (Emergency and Reserve) represents approximately 2 months of operating income

Overview

- As presented, the Fiscal Year 2025 General Fund budget is not balanced
 - An operating deficit
\$777,297

Revenue Highlights

- Operating Revenues - \$13,976,676
 - An increase over FY 24 of \$391,769
- To fund the FY 2025 General Fund Budget, we are proposing a tax rate of \$0.484739 cents per \$100 of valuation
 - This is an estimated tax rate that is the same as last year and may be adjusted up or down after we receive the official rate calculation from Bexar County.

Revenue Highlights

Continued

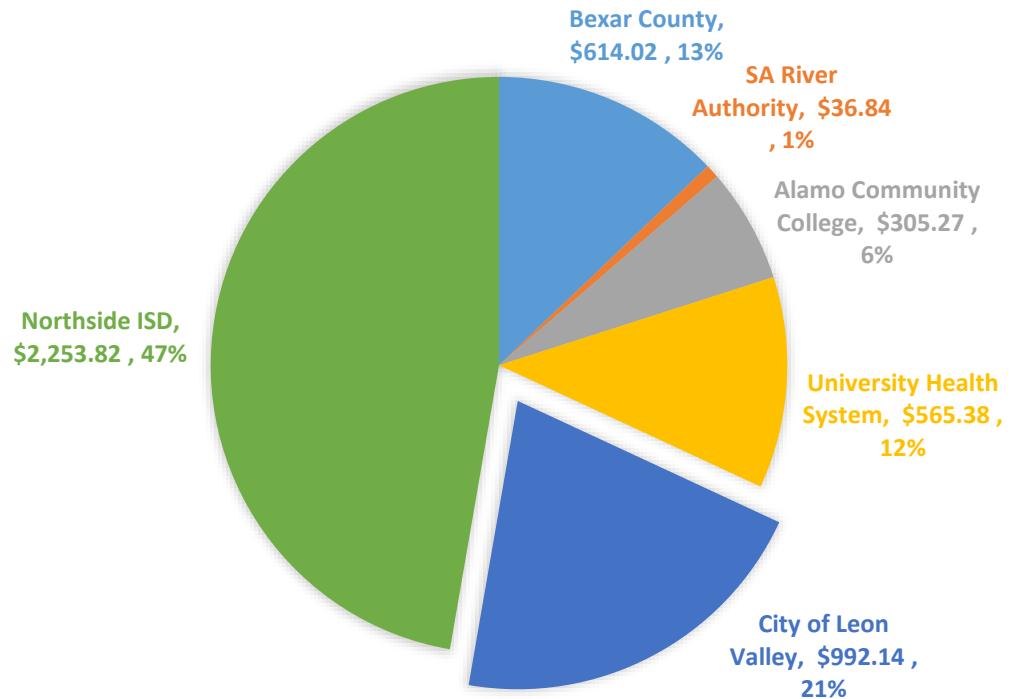
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- Once again Bexar County Appraisal District projects an increase in tax value
 - Market Value for tax year 2024 increased by \$35,263,002 over tax year 2023
- It is yet to be determined the amount we will lose to appeals
 - We lost \$67,073,641 to appeals in tax year 2023
- Ad Valorem Tax revenues for fiscal year 2025 are being projected with an increase of \$175,599 over FY 2024

Ad Valorem Impact to Homeowner



Breakdown of Tax Year 2023 Homeowner Tax Bill



Tax Year 2024
Average Home Taxable Value
\$224,622

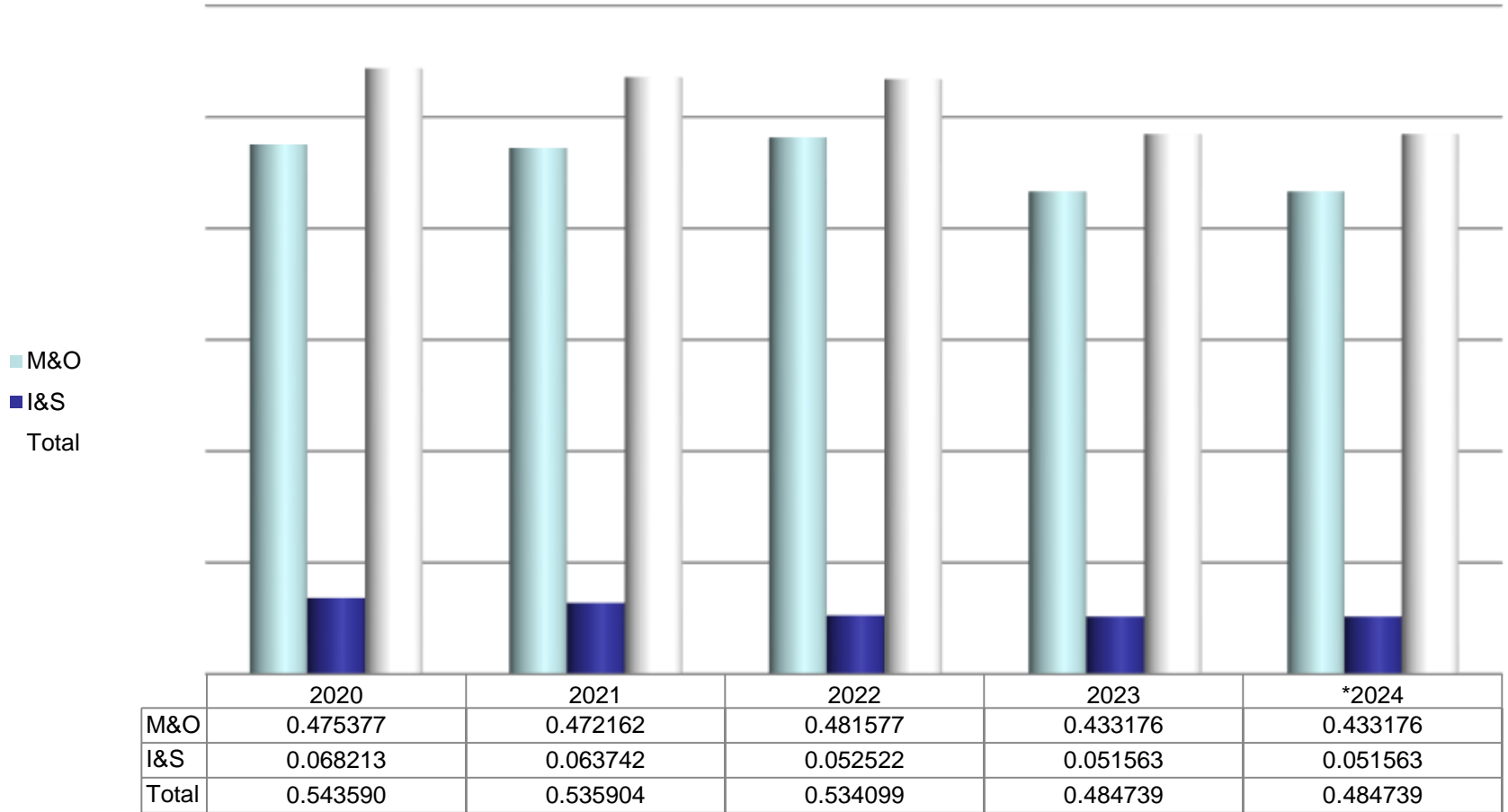
Average City of Leon Valley Levy:
\$1,088.83

Average Taxable Home Value Increase in Leon Valley (as determined by Bexar County)

<i>Average Home Value</i>		
TY 2023	TY 2024	Increase
\$204,675	\$224,622	\$19,947

Average Tax Increase		
TY 2023	TY 2024	Increase
\$992.14	\$1,088.83	\$96.69

Tax Rate History



*Projected

Projected Revenue

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- Notable increases in the FY 25 budget for revenue are:
 - Ad Valorem
 - \$175,599
 - This will possibly change once we get the Tax Rate Calculations from Bexar County. Last year's Tax Rate was used to calculate the revenue
 - Building Permits
 - \$241,795

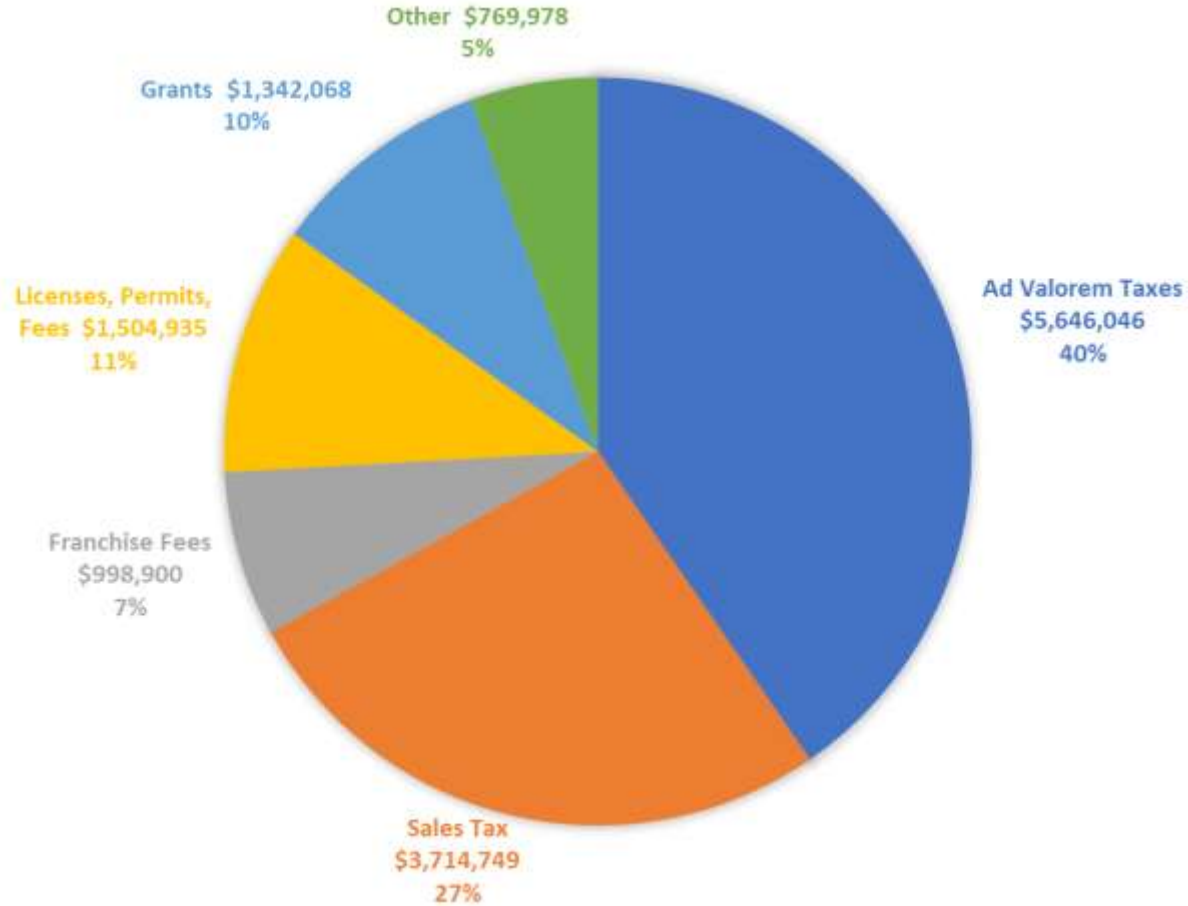
Projected Revenue

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- Notable decreases in the FY 25 budget for revenue are:
 - Sales Tax
 - \$75,197
 - EMS Revenue
 - \$9,300

General Fund Revenue By Category

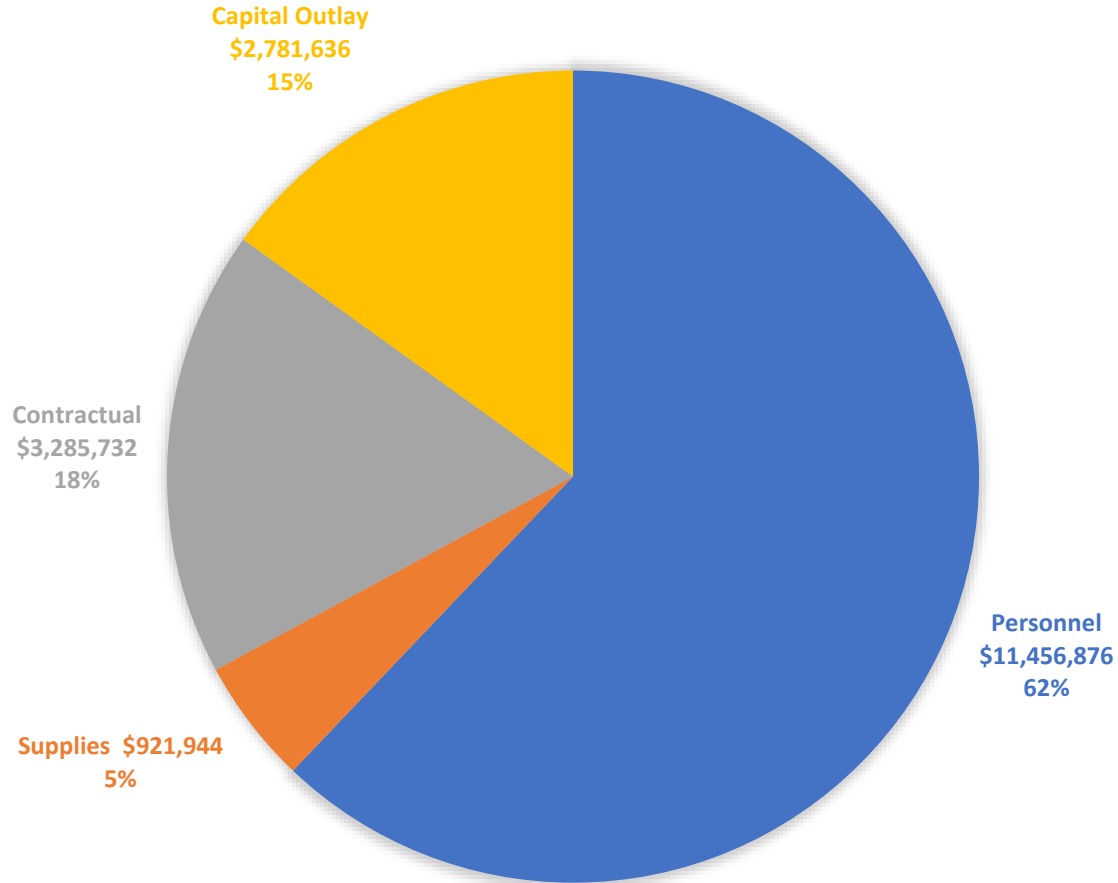
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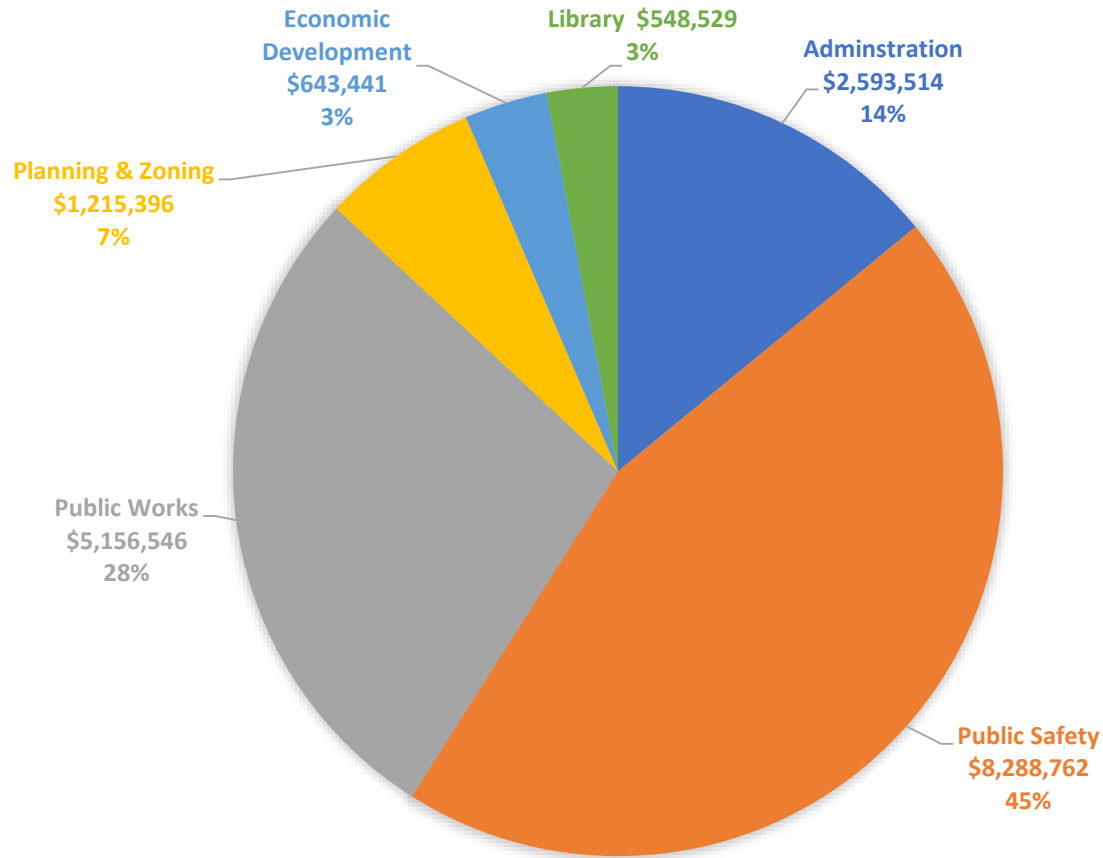
Expenditure Highlights

- Operating Expenditures - \$15,664,552
 - An increase of \$1,265,909
 - Personnel
 - Supplies
 - Contractual
- Capital Expenditures - \$2,781,636
 - A decrease of \$556,510

General Fund Expenditures by Category



General Fund Expenditures by Department



GENERAL FUND
SUMMARY OF REVENUES AND EXPENDITURES

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	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
BEGINNING FUND BALANCE	\$ 4,835,254	\$ 5,919,097	\$ 5,919,097	\$ 5,225,259
Revenues				
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
Total Revenues	12,741,520	13,584,907	12,304,518	13,976,676
Other Funding Sources				
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	-
Total Other Financing Sources	2,267,183	2,360,856	2,447,606	2,145,890
TOTAL RESOURCES	\$15,008,703	\$15,945,763	\$ 14,752,124	\$ 16,122,566
Expenditures				
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
Total Expenditures	12,489,549	17,736,789	15,445,962	18,446,188
Other Financing Uses				
Transfer to Capital	95,765	-	-	-
Transfer Out EDCD to GF	62,884	-	-	-
Transfer Out to ARP	1,276,661	-	-	-
Total Other Financing Uses	1,435,310	-	-	-
TOTAL EXPENDITURES	\$13,924,859	\$17,736,789	\$ 15,445,962	\$ 18,446,188
ENDING FUND BALANCE	\$ 5,919,097	\$ 4,128,071	\$ 5,225,259	\$ 2,901,638

GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
Ad Valorem Taxes				
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
Total Ad Valorem Taxes	5,450,281	5,470,447	5,470,447	5,646,046
Sales Taxes				
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
Total Sales Taxes	3,806,901	3,789,946	3,721,913	3,714,749
Franchise Fees				
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
Total Franchise Fees	1,182,224	1,001,820	996,372	998,900

GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE

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	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
Licenses, Fees and Fines				
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
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
Total Licenses, Fees and Fines	1,351,189	1,237,800	1,319,621	1,504,935

GENERAL FUND SCHEDULE OF REVENUES BY SOURCE

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
Grants				
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
Total Grants	47,891	1,335,312	81,756	1,342,068

GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE

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	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
Other				
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
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
Total Other	903,034	749,582	714,409	769,978
TOTAL REVENUES	\$ 12,741,520	\$ 13,584,907	\$ 12,304,518	\$ 13,976,676

COURT EXPENDITURES

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	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	BUDGET 2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	273,891	297,734	297,734	318,433
SUPPLIES				
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
Total Supplies	6,518	11,340	11,340	11,539
CONTRACTUAL SERVICES				
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
Total Contractual Services	104,340	117,215	117,215	101,408
TOTAL EXPENDITURES	\$ 384,749	\$ 426,289	\$ 426,289	\$ 431,380

Municipal Court Supplies

MUNICIPAL COURT	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Tonner, drum, ribbon, labels, paper, other supplies pens, highlighters ext.	1,500	1,650	150
	\$ 1,500	\$ 1,650	\$ 150
<u>Operation Supplies</u>			
Postage	6,000	6,600	600
Sam's court supplies	480	528	48
Jury Trial expenses	300	330	30
Holiday décor/candy	50	55	5
New printer - headset equipment	600	-	(600)
	\$ 7,430	\$ 7,513	\$ 83
<u>Repair/Maintenance</u>			
Normal	250	-	(250)
	\$ 250	\$ -	\$ (250)
<u>Miscellaneous Supplies</u>			
Work uniforms & dry cleaning judge robes	1,160	1,276	116
Replacement of court equipment	1,000	1,100	100
	\$ 2,160	\$ 2,376	\$ 216
TOTAL SUPPLIES	\$ 11,340	\$ 11,539	\$ 199

Municipal Court Contractual

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MUNICIPAL COURT	FY 2024	FY 2025	Difference
Professional Services			
Cafeteria Plan	965	288	(677)
Jury Trials	1,200	3,600	2,400
Judges Fees	43,200	30,000	(13,200)
Extra Judge Meetings	700	1,050	350
Bench Trials (1 per qtr.)	7,200	4,000	(3,200)
Interpreter	500	1,200	700
Warrant Fees	1,800	1,500	(300)
Extra dates	2,400	1,320	(1,080)
	\$ 57,965	\$ 42,958	\$ (15,007)
Contractual Services	\$ -	\$ 1,300	\$ (1,300)
Utilities - Water & Electric	15,000	12,000	(3,000)
Printing	700	700	-
Memberships, Dues & Licenses	350	350	-
Subscriptions to Publications	200	200	-
Advertising	600	600	-
Credit Card Processing Fees	39,400	40,000	600
Travel - Training	3,000	3,300	300
TOTAL CONTRACTUAL SERVICES	\$ 117,215	\$ 101,408	\$ (18,407)

**FINANCE
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	367,270	385,821	385,821	414,595
SUPPLIES				
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
Total Supplies	3,416	6,800	6,800	8,730
CONTRACTUAL SERVICES				
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
Total Contractual Services	54,626	73,065	73,065	79,970
TOTAL EXPENDITURES	\$ 425,312	\$ 465,686	\$ 465,686	\$ 503,295

Finance Supplies

{Section}.31.

FINANCE	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Binders, file folders, pens, paper, labels	3,000	3,500	500
	\$ 3,000	\$ 3,500	\$ 500
<u>Operating Supplies</u>			
Normal Operating Supplies	2,800	3,080	280
Chairs (2)	-	250	250
Standing Desk (1)	-	900	900
	\$ 2,800	\$ 4,230	\$ 1,430
<u>Miscellaneous Supplies</u>	\$ 1,000	\$ 1,000	\$ -
TOTAL SUPPLIES	\$ 6,800	\$ 8,730	\$ 1,930

Finance Contractual

{Section}.31.

FINANCE	FY 2024	FY 2025	Difference
Professional Services			
External Audit Fees (General Fund)	8,500	11,055	2,555
Bexar Appraisal District Dues (\$8,286)	30,000	34,000	4,000
Ad Valorem Tax Collection Fee (Bexar County)	8,100	8,100	-
SEC Rule Reporting	2,000	3,000	1,000
Employee Public Bond	550	1,050	500
Cafeteria Plan	115	216	101
	\$ 49,265	\$ 57,421	\$ 8,156
Utilities - Telephone	-	285	285
Utilities - Water & Electric	13,000	11,000	(2,000)
Printing			
(Envelopes, 1099s, budget binders by ODP)	350	800	450
Advertising (Public Hearing Notices)	2,000	1,200	(800)
Travel - Training	3,000	3,000	-
Membership, Dues & License	450	450	-
Subscriptions to Publications	-	-	-
Liability Insurance	5,000	5,814	814
TOTAL	\$ 73,065	\$ 79,970	\$ 6,905

**CITY MANAGER & COUNCIL
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	592,007	626,924	626,924	678,953
SUPPLIES				
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	-	-	-	-
Total Supplies	30,942	29,950	29,950	23,150
CONTRACTUAL SERVICES				
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	-	-	-
Total Contractual Services	674,622	483,560	483,560	334,492
CAPITAL OUTLAY				
Other Machinery & Equipment	-	15,000	15,000	-
Total Capital Outlay	-	15,000	15,000	-
TOTAL EXPENDITURES	\$ 1,297,571	\$ 1,155,434	\$ 1,155,434	\$ 1,036,595



Manager & Council Supplies

{Section}.31.

CITY MANAGER & COUNCIL	FY 2024	FY 2025	Difference
Office Supplies	-	-	-
	\$ -	\$ -	\$ -
Operating Supplies			
Estimated at \$250 per month for a total of \$3,000 for the year. Includes: Binders, staples, dividers, file folders, flip charts, sheet protectors, & miscellaneous other office supplies;	3,000	1,000	(2,000)
Printer color toners for 6 desktop printers	4,000	4,000	-
2 New computers	-	-	-
Council Meeting supplies including: Council nametags, business cards \$50 per standard order, thank you cards	900	900	-
Flags - For all City Buildings, to include American, Texas, City, Library, LVFD and Veteran's Park	-	-	-
Letterhead/envelopes, and employee birthday cards	500	500	-
Admin share of coffee, copy paper, green bar paper, some toner for the copier	1,000	1,000	-
Constant Contact \$600 per year for up to 500 email contacts with unlimited messaging at \$50 per month, includes archive library, and extended memory library [required to use graphics] Note: If prepay using credit card, can realize significant savings of 40% on services.	600	-	(600)
Logo shirts for Mayor, City Council and Admin staff – 2 each annually at \$50 each for a total of \$1,100. (Receptionist's shirts to come from Court Budget per Court Supervisor)	1,100	1,100	-
ACA Reporting Forms	-	-	-
W-2 Forms	1,500	1,500	-
Special City Council Activities:			
Meals or snacks for City Council Meetings, 24 regular meetings at \$100 each	3,600	3,600	-
Town Hall Meetings (\$200 per Town Hall Meeting for food, beverages, snacks plus \$150 for miscellaneous supplies per Town Hall Meeting plus \$1300 for Town Hall Meeting Postcards x 2 Town Hall Meetings) for a total of \$1,650 for one Town Hall Meeting	1,650	1,650	-
Volunteer Appreciation Dinner for all volunteers including catered dinner, decorations, music, gifts, door prizes & other miscellaneous items including Police Reserve Officers \$5,000 for 125 persons;	-	-	-
Employee Holiday Lunch	3,000	-	(3,000)
Coffee w/the Mayor & Council (Quarterly) @ \$150 each	600	600	-
Holiday Decorations for City Hall	-	-	-
Employee training:			
FY2017 Program from Human Resources	-	-	-
Programs for Human Resources	500	500	-
Health Fair	-	-	-
Welcoming Promotions Packet/Open Enrollment	1,000	1,000	-
PIA, TOMA, and Records Training from City Secretary	200	-	(200)
	\$ 23,150	\$ 17,350	\$ (5,800)

Manager & Council Supplies

{Section}.31.

CITY MANAGER & COUNCIL	FY 2024	FY 2025	Difference
<u>Repairs and Maintenance - Internal</u>			
City Council Chambers computer equipment/projector/lamp repairs	2,000	-	(2,000)
Fire Safety Repairs to City Hall/Police Department	-	-	-
	\$ 2,000	\$ -	\$ (2,000)
<u>Miscellaneous Supplies</u>	\$ -	\$ -	\$ -
<u>Employee Award Program</u>			
Tenure Award Pins	-	-	-
Employee Appreciation	-	1,000	1,000
Employee Awards - \$4800 (tenure awards pins, plaques, retirements, etc.)	4,800	4,800	-
	\$ 4,800	\$ 5,800	\$ 1,000
TOTAL SUPPLIES	\$ 29,950	\$ 23,150	\$ (6,800)

Manager & Council Contractual

{Section}.31.

CITY MANAGER & COUNCIL	FY 2024	FY 2025	Difference
Professional Services			
City Attorney Non-Retainer Requests & Projects	15,000	10,000	(5,000)
TML (Non-Retainer Requests & Projects)	10,000	10,000	-
Spanish Translator for Election Documents	1,250	1,250	-
EAP and Cafeteria Plan	648	288	(360)
DPS Agency	96	144	48
Records Destruction	1,400	400	(1,000)
Safesite Records Storage	4,800	3,600	(1,200)
COBRA	1,200	1,200	-
DotGov Program (Domain)	-	-	-
	\$ 34,394	\$ 26,882	\$ (7,512)
Contractual Services			
Bexar County Elections	16,000	8,000	(8,000)
City Attorney Contract (General Fund Allocation)	60,000	60,000	-
Municipal Prosecutor Contract	45,000	45,000	-
Techlead	-	-	-
Town Hall Facilitator	850	-	(850)
Social Security Contract	35	35	-
Bonds - CM, CS, Mayor & Council	2,500	2,500	-
ACA (Affordable Care Act) Reporting	-	1,500	1,500
Municode - Code of Ordinances	1,196	1,196	-
Municode - Code of Ordinances Supplements	4,500	4,500	-
Municode - Website hosting & support	7,000	5,605	(1,395)
Municode - Agendas & Minutes	5,000	5,400	400
MuniDocs	350	350	-
JustFOIA	5,700	6,300	600
Archive Social	-	-	-
Rave Mobile Safety	-	-	-
Ninja RMM	-	-	-
Shi Government Solutions	-	-	-
Annual Incode Fees	1,300	-	(1,300)
Canon Solutions America	785	-	(785)
Pitney Bowes - Maintenance for Mailing Base	1,966	-	(1,966)
Sharp MX-5070 Maintenance Agreement	800	-	(800)
Turning Technologies Clickers	500	-	(500)
Culligan Drinking Water Service	660	663	3
Fire Inspection of City Hall Extinguishers	-	-	-
Fire Alarm Control Systems	-	-	-
Sprinkler System Inspection	270	-	(270)
Orkin Pest Control	-	-	-
Gleam Team Interior/Exterior Window Cleaning	-	-	-
Staffing Utilization Study	75,000	-	(75,000)
Haven for Hope	40,000	-	(40,000)
	\$ 269,412	\$ 141,049	\$ (128,363)

Manager & Council Contractual

{Section}.31.

CITY MANAGER & COUNCIL	FY 2024	FY 2025	Difference
Utilities - Telephone	25,000	17,000	(8,000)
Utilities - Water & Electric	17,800	12,000	(5,800)
Printing	45,000	52,250	7,250
Advertising	10,475	5,000	(5,475)
Travel - Training	38,900	35,850	(3,050)
Repairs & Maintenance	-	-	-
Membership, Dues & Licenses	10,709	8,796	(1,913)
Subscription to Publications	1,870	780	(1,090)
Liability Insurance	30,000	34,885	4,885
TOTAL CONTRACTUAL SERVICES	\$ 483,560	\$ 334,492	\$ (149,068)

**INFORMATION TECHNOLOGY
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	54,457	119,596	119,596	125,371
SUPPLIES				
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
Total Supplies	3,793	13,000	13,000	29,500
CONTRACTUAL				
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, Dus & Licenses	-	175	175	1,000
Tota Cotractual Services	193,705	183,122	183,122	273,711
CAPITAL OUTLAY				
Other Machinery & Equipment	-	-	-	34,500
Total Capital Outlay	-	-	-	34,500
TOTAL EXPENDITURES	\$ 251,955	\$ 315,718	\$ 315,718	\$ 463,082

Information Technology Supplies

{Section}.31.

INFORMATION TECHNOLOGY	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Labels, paper, toner, ink	1,000	1,500	500
	\$ 1,000	\$ 1,500	\$ 500
<u>Operating Supplies</u>			
Misc. wires, mice, keyboards, batteries and USB	3,000	4,000	1,000
Laptop replacement - Technology Dept	3,500	-	(3,500)
Municipal Court Computers (2)	-	2,400	2,400
Police Department Computers (4)	-	4,800	4,800
Administrative Staff (2)	-	2,400	2,400
Council and Manager Laptops (6)	-	7,200	7,200
Network Rack Parts	-	1,000	1,000
Desktop Scanners P&Z (2)	-	800	800
Desktop Scanners for Court (2)	-	800	800
Ultra-wide screen monitors (1)	-	1,100	1,100
	\$ 6,500	\$ 24,500	\$ 18,000
<u>Repairs and Maintenance - Internal</u>			
Replacement Desk Phones (5)	500	500	-
Replacement Laptop Other (1)	2,500	1,500	(1,000)
Replacement Desktop Other (2)	2,500	1,500	(1,000)
	\$ 5,500	\$ 3,500	\$ (2,000)
TOTAL SUPPLIES	\$ 13,000	\$ 29,500	\$ 16,500

Information Technology Contractual

{Section}.31.

INFORMATION TECHNOLOGY	FY 2024	FY 2025	Difference
Contractual Services			
TechLead	48,000	48,000	-
Incode	65,000	67,000	2,000
Archive Social	2,700	2,700	-
Rave911	7,700	642	(7,058)
Ninja	500	8,000	7,500
SHI -Verkada Surveillance	1,725	1,725	-
KnowBe4	2,016	2,016	-
Cisco/Meraki	20,000	20,000	-
GoGov	10,750	10,750	-
NitroPro	4,556	4,556	-
Microsoft Office 365 G5 License	-	64,000	64,000
Zoho CRM	700	-	(700)
ArcGIS Pro License (3)	-	9,100	9,100
Canon Solutions Workroom	-	1,000	1,000
Pitney-Bowes Postage Meter - replacement	-	2,000	2,000
Phone System	-	20,000	20,000
Cafeteria Plan	-	72	72
	\$ 163,647	\$ 261,561	\$ 97,914
Repairs & Maintenance-External			
Library Computers	5,500	-	(5,500)
Fire Department Computers	3,300	-	(3,300)
Public Works Computers	3,300	-	(3,300)
Planning & Zoning Computer	2,000	-	(2,000)
Council Manager Computers	2,200	-	(2,200)
Conference Center Tech Refresh	-	2,000	2,000
Community Center Tech Refresh	-	2,000	2,000
	\$ 16,300	\$ 4,000	\$ (12,300)
Utilities-Telephone	-	1,800	(1,800)
Utilities-Gas, Water, Electricity	-	350	(350)
Travel -Training	3,000	5,000	2,000
Memberships, Dues & Licenses	175	1,000	825
Subscription to Publications	-	-	-
Liability Insurance	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 183,122	\$ 273,711	\$ 86,289

Information Technology Capital

{Section}.31.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
Department Server - Fire	2024	Replacement	15,000
Meraki 48 port Switch (2x) - Library	2020	Replacement	13,000
Meraki 48 port Switch (1x) - Fire	New	New	6,500
TOTAL BY FISCAL YEAR			\$ 34,500

**POLICE
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	2,746,088	3,193,061	3,193,061	3,514,740
SUPPLIES				
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
Total Supplies	171,024	119,200	119,200	150,200
CONTRACTUAL SERVICES				
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
Total Contractual Services	284,029	230,178	230,178	277,475
CAPITAL OUTLAY				
Vehicles	-	-	-	65,000
Total Capital Outlay	-	-	-	65,000
TOTAL EXPENDITURES	\$ 3,201,140	\$ 3,542,439	\$ 3,542,439	\$ 4,007,415



Police Supplies

{Section}.31.

POLICE	FY 2024	FY 2025	Difference
Office Supplies			
Toner/ Ink, Ribbon/ Drums, Paper	1,900	2,200	300
Folders	700	800	100
Storage Boxes/ Folders/ Envelopes	1,000	1,200	200
Tape/ Pens/ Steno/ Tags/ Keys	700	750	50
High Speed Cables/ Computer Accessories	400	500	100
Batteries	300	400	100
	\$ 5,000	\$ 5,850	\$ 850
Operating Supplies			
Camera SD cards, flash drives	600	1,000	400
Ammunition	5,200	5,200	-
Nitro	250	600	350
RMA Toll	100	100	-
Fingerprint Kits	500	650	150
Fuel	60,000	72,000	12,000
Vehicle Computer Equipment/Docking Stations	3,200	4,000	800
Radio Equipment	2,500	3,000	500
Office Furniture Replacement	-	10,000	10,000
Replacement Equipment	2,650	3,000	350
	\$ 75,000	\$ 99,550	\$ 24,550
Miscellaneous Supplies			
Clipboards/Folders/ Paper/ Key box	750	800	50
Trophy/ Plaques	200	200	-
Toner/Ink/Special Paper	250	500	250
Flares	5,300	5,300	-
Handcuffs/ Holders	1,200	1,800	600
VGA Adapters/SD cards/ Flash drives/HDMI	700	800	100
Printers/ Camera Equipment	2,400	2,800	400
Door Access Cards	300	300	-
Evidence Kits	4,000	5,000	1,000
Patrol Vehicles Lights/Accessories/ Traffic Cones	13,000	15,000	2,000
Evidence Envelopes	1,000	1,500	500
Evidence/ Lab Processing	5,900	6,000	100
	\$ 35,000	\$ 40,000	\$ 5,000
Blue Santa Program	\$ 4,200	\$ 4,800	\$ 600
TOTAL SUPPLIES	\$ 119,200	\$ 150,200	\$ 31,000

Police Contractual

POLICE	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	2,513	2,376	(137)
Forensic Testing	9,128	9,500	372
New Hire Expenses	3,359	-	(3,359)
	\$ 15,000	\$ 11,876	\$ (3,124)
<u>Contractual Services</u>			
Copier	2,500	2,600	100
Culligan Water	1,800	1,850	50
Fire Inspection	150	150	-
Cable/WIFI Service	3,528	4,100	572
Cardinal CAD/RMS Service Contract	8,400	6,000	(2,400)
Leads Online	2,300	3,800	1,500
CLEAR Proflex	5,000	6,200	1,200
Animal Boarding	14,000	20,000	6,000
Axon Taser		6,000	6,000
Axon (Vehicle & Body Cameras)	15,000	12,000	(3,000)
City of San Antonio - Radio air time	-	15,000	15,000
	\$ 52,678	\$ 77,700	\$ 25,022
Utilities - Telephone	14,000	14,000	-
Utilities - Water, Electric	14,000	14,000	-
Printing	2,500	2,500	-
Repairs and Maintenance - External	32,000	38,000	6,000
Travel - Training	3,000	10,000	7,000
Membership, Dues, Licenses	1,500	2,500	1,000
Subscription to Publications	500	500	-
Grant Expense	25,000	25,000	-
Liability Insurance	70,000	81,399	11,399
TOTAL CONTRACTUAL SERVICES	\$ 230,178	\$ 277,475	\$ 47,297

Police Capital

{Section}.31.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
Detective Vehicle (1)	Variable	Replacement	65,000
TOTAL POLICE			\$ 65,000

**IMPOUND LOT
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	114,174	122,502	122,502	178,804
SUPPLIES				
Office Supplies	1,194	400	400	800
Operating Supplies	1,396	1,500	1,500	2,500
Misc. Supplies	-	-	-	-
Total Supplies	2,590	1,900	1,900	3,300
CONTRACTUAL SERVICES				
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
Total Contractual Services	9,817	10,000	10,000	10,072
CAPITAL OUTLAY				
Improvements	-	67,103	67,103	-
Total Capital Outlay	-	67,103	67,103	-
TOTAL EXPENDITURES	\$ 126,581	\$ 201,505	\$ 201,505	\$ 192,176



Impound Lot Supplies

IMPOUND LOT	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Grease Pencils	200	200	-
Key Tags	100	100	-
Office Supplies-Pens/Folders/Paper/Boxes	100	500	400
	\$ 400	\$ 800	\$ 400
<u>Operating Supplies</u>			
Window Film	450	500	50
Duplicate Keys	350	500	150
Tires	350	500	150
Batteries/Jump Box	350	1,000	650
	\$ 1,500	\$ 2,500	\$ 1,000
TOTAL SUPPLIES	\$ 1,900	\$ 3,300	\$ 1,400

Impound Lot Contractual

IMPOUND LOT	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	-	72	72
Towing Expenses	2,000	2,000	-
	\$ 2,000	\$ 2,072	\$ 72
<u>Contractual Services</u>			
Legal Notifications	5,000	5,000	-
	\$ 5,000	\$ 5,000	\$ -
<u>Advertising</u>	\$ 3,000	\$ 3,000	\$ -
TOTAL CONTRACTUAL SERVICES	\$ 10,000	\$ 10,072	\$ 72

**FIRE
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	3,013,017	2,951,820	2,951,820	3,365,737
SUPPLIES				
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
Total Supplies	158,562	236,400	236,400	228,500
CONTRACTUAL SERVICES				
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
Total Contractual Services	195,377	350,188	350,188	364,934
CAPITAL OUTLAY				
Vehicles	-	330,000	330,000	-
Lease Purchase	-	-	-	-
Other Machinery & Equipment	-	32,000	32,000	130,000
Improvements	-	-	-	-
Total Capital Outlay	-	362,000	362,000	130,000
TOTAL EXPENDITURES	\$ 3,366,956	\$ 3,900,408	\$ 3,900,408	\$ 4,089,171



Fire Supplies

{Section}.31.

FIRE	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
General office supplies for FD and EMS	6,000	4,000	(2,000)
General office supplies for MIH	1,500	-	(1,500)
	\$ 7,500	\$ 4,000	\$ (3,500)
<u>Operating Supplies</u>			
Janitor supplies	6,000	7,200	1,200
Vehicle fuels	40,000	36,000	(4,000)
Small equipment replacement	10,000	10,000	-
Building supplies	2,000	3,000	1,000
Fire fighting foams	4,000	5,000	1,000
Fire sprinkler/Fire alarm repairs	1,500	3,000	1,500
Equipment oils and fuels	2,000	1,500	(500)
Bunker gear replacement	34,000	40,000	6,000
Station equipment repair/replacement	8,000	5,000	(3,000)
Body Armor for Fire Fighters	12,500	12,000	(500)
Fire fighting tools and equipment	12,000	7,000	(5,000)
	\$ 132,000	\$ 129,700	\$ (2,300)
<u>Repairs and Maintenance - Internal</u>			
Vehicle and equipment repairs done by LVFD	12,000	12,000	-
	\$ 12,000	\$ 12,000	\$ -
<u>EMS Supplies</u>			
Disposable supplies and medications	76,500	72,000	(4,500)
Oxygen	2,400	4,800	2,400
PPE and decontamination supplies	6,000	6,000	-
	\$ 84,900	\$ 82,800	\$ (2,100)
TOTAL SUPPLIES	\$ 236,400	\$ 228,500	\$ (7,900)

Fire Contractual

{Section}.31.

FIRE	FY 2024	FY 2025	Difference
Professional Services			
Cafeteria Plan	3,024	2,160	(864)
	\$ 3,024	\$ 2,160	\$ (864)
Contractual Services			
ITSD SA Radio System (44 radios)	-	10,200	10,200
Professional Tech Services	1,000	1,000	-
Cardiac Monitor Maintenance	8,000	8,600	600
Stretcher and Load Maintenance	9,500	9,500	-
Sharp Copier (MX3050N B & C)	1,200	1,200	-
EMS Billing/Collections	1,500	1,500	-
Spectrum Internet/Phone	3,600	4,200	600
Fire Records Management Software (STRAC)	9,000	9,000	-
Medical Waste Disposal	1,500	1,500	-
Medical Control	18,000	25,000	7,000
Fire Alarm Monitoring	500	600	100
Scheduling and Vehicle Software (Vector)	12,500	10,000	(2,500)
Pest Control	900	-	(900)
	\$ 67,200	\$ 82,300	\$ 15,100
Utilities - Telephone (mobile/vehicles)	10,320	14,160	3,840
Utilities - Water, Electric	32,000	30,000	(2,000)
Printing	500	500	-
Advertising	3,500	6,500	3,000
Repairs and Maintenance - External	100,000	90,000	(10,000)
Travel - Training	25,000	25,000	-
Membership, Dues, Licenses	17,344	16,450	(894)
Subscription to Publications	1,300	1,350	50
Grant Expense	50,000	50,000	-
Liability Insurance	40,000	46,514	6,514
TOTAL CONTRACTUAL SERVICES	\$ 350,188	\$ 364,934	\$ 14,746

Fire Capital

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
Fire Station Technology	2013	Replacement	95,000
Vent Hood with suppression system	2013	Replacement	35,000
TOTAL FIRE DEPARTMENT			\$ 130,000

**PUBLIC WORKS
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	1,410,635	1,730,082	1,730,082	1,868,951
SUPPLIES				
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
Total Supplies	131,036	192,635	192,635	161,040
CONTRACTUAL SERVICES				
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
Total Contractual Services	397,273	485,002	485,002	500,568
CAPITAL OUTLAY				
Vehicles	-	100,000	100,000	-
Other Machinery & Equipment	-	105,586	105,586	-
Buildings	-	-	-	35,000
Improvements	-	75,214	75,214	-
Total Capital Outlay	-	280,800	280,800	35,000
TOTAL EXPENDITURES	\$ 1,938,943	\$ 2,688,519	\$ 2,688,519	\$ 2,565,559

Public Works Supplies

{Section}.31.

PUBLIC WORKS	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Normal supplies	3,000	3,000	-
	\$ 3,000	\$ 3,000	\$ -
<u>Operating Supplies</u>			
Building maintenance - paint, batteries, a/c filters, keys, etc.	25,000	10,000	(15,000)
Equipment - Chain saws, weed eaters, small equipment	5,000	6,000	1,000
Equipment supplies - Nuts, bolts, screws, fasteners, wood	13,500	1,500	(12,000)
Fleet - vehicle registration, lights, electrical tape, bed coatings	-	4,000	4,000
Fuel 30% allocation	6,700	8,040	1,340
Grounds maintenance - herbicide, pesticide, landscaping supplies, trees	5,000	5,000	-
Janitorial Supplies - paper, cleaners, mops, etc.	10,000	10,000	-
Materials - base, sand, chat, gravel, concrete	15,000	10,000	(5,000)
Personnel - PPE, boots, 15 persons	5,935	6,000	65
ROW maintenance - traffic signs, barricades, cones, bollards	11,185	13,000	1,815
Special Projects	-	1,000	1,000
Supplies - trimmer string, flashlights, tires, batteries, etc.	5,000	12,000	7,000
	\$ 102,320	\$ 86,540	\$ (15,780)
<u>Repairs and Maintenance - Internal</u>			
Building maintenance - water filters, toilets, HVAC parts	8,815	2,000	(6,815)
Fleet - oil, brake fluid, wiper fluid, filters, lubricants, def	6,000	15,000	9,000
ROW maintenance	10,000	12,000	2,000
Supplies - A/C, electrical, plumbing, water heater repairs	20,000	10,000	(10,000)
	\$ 44,815	\$ 39,000	\$ (5,815)
<u>Miscellaneous Supplies</u>			
Miscellaneous supplies not defined	42,500	32,500	(10,000)
	\$ 42,500	\$ 32,500	\$ (10,000)
TOTAL SUPPLIES	\$ 192,635	\$ 161,040	\$ (31,595)

Public Works Contractual

{Section}.31.

PUBLIC WORKS	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	2,940	420	(2,520)
Engineering Services	100,000	100,000	-
Computer Services	3,500	-	(3,500)
	\$ 106,440	\$ 100,420	\$ (6,020)
<u>Contractual Services</u>			
Debris removal	15,000	15,000	-
Copier Service Agreement	2,500	2,500	-
Uniforms	5,500	5,500	-
Signal Maintenance (included all signals)	120	-	(120)
Software - ACS Shop, Page Freeze, ShareNet, NearMap, Urban SDK	1,870	24,325	22,455
Tire Disposal	1,000	1,000	-
Service request software (moved)	6,378	-	(6,378)
Fire Extinguisher Servicing (moved to bldg. maint.)	1,400	-	(1,400)
Tree Trimming/Removal	15,000	15,000	-
Oil Igloo Disposal	2,500	2,500	-
Other Contractual	25,000	25,000	-
Building maintenance - City Hall, PD	40,000	40,000	-
Pest Control (moved to bldg. maint.)	3,500	-	(3,500)
PageFreezer Software (moved to software)	294	-	(294)
	\$ 120,062	\$ 130,825	\$ 10,763
Utilities - Telephone	4,000	4,000	-
Utilities - Water & Electric	70,000	70,000	-
Printing	6,000	6,000	-
Advertising	5,000	5,000	-
Repairs & Maintenance - External	70,000	80,000	10,000
Equipment Rental	13,000	1,000	(12,000)
Travel - Training	10,000	15,000	5,000
Memberships, Dues & Licenses	5,000	5,000	-
Liability insurance	71,000	83,323	12,323
Single audit	4,500	-	(4,500)
TOTAL CONTRACTUAL SERVICES	\$ 485,002	\$ 500,568	\$ 15,566

Public Works Capital

{Section}.31.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
Kennel	New	New	35,000
TOTAL PUBLIC WORKS			\$ 35,000

**PLANNING & ZONING
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	247,099	285,310	285,310	369,595
SUPPLIES				
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
Total Supplies	3,092	7,000	7,000	7,800
CONTRACTUAL SERVICES				
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	-	-	-	-
Total Contractual Services	134,151	357,479	357,479	838,001
CAPITAL OUTLAY				
Improvements	-	-	-	-
Total Capital Outlay	-	-	-	-
TOTAL EXPENDITURES	\$ 384,342	\$ 649,789	\$ 649,789	\$ 1,215,396

Planning and Zoning Supplies

{Section}.31.

PLANNING AND ZONING	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
General	2,000	2,500	500
	\$ 2,000	\$ 2,500	\$ 500
<u>Operating Supplies</u>			
Printer Ink Cartridges	1,200	1,500	300
Computer Hardware	-	-	-
Miscellaneous	1,000	1,000	-
Software	300	300	-
ESRI ArcMAP GIS	1,500	1,500	-
	\$ 4,000	\$ 4,300	\$ 300
<u>Repairs and Maintenance - Internal</u>			
Repairs to Office Equipment	500	500	-
	\$ 500	\$ 500	\$ -
<u>Miscellaneous Supplies</u>			
Department Uniforms	250	250	-
Board & Commission Supplies (Nametags, Plaques, Trophy's, etc.)	250	250	-
	\$ 500	\$ 500	\$ -
TOTAL SUPPLIES	\$ 7,000	\$ 7,800	\$ 800

Planning and Zoning Contractual

{Section}.31.

PLANNING & ZONING	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Building/Fire Plan Review & Inspections	190,045	190,045	
BB inspections/first sub	-	90,000	
BB inspections/second sub	-	90,000	
BB inspections/third sub	-	21,000	
BB inspections/fourth sub	-	21,000	
BB inspections/fifth sub	-	42,000	264,000
Engineering Services	50,000	50,000	-
Health Inspections	15,000	20,000	5,000
Cannon	-	3,000	3,000
Cafeteria Plan	150	216	66
	\$ 255,195	\$ 527,261	\$ 272,066
<u>Contractual Services</u>			
My Permit Now	26,000	15,000	(11,000)
City Attorney	20,000	20,000	-
Comprehensive Master Plan	-	250,000	250,000
	\$ 46,000	\$ 285,000	\$ 239,000
Utilities - Telephone	1,940	1,940	-
Utilities - Water & Electric	17,144	13,000	(4,144)
Printing	1,500	1,500	-
Advertising	2,300	2,300	-
Travel - Training	7,000	5,000	(2,000)
Memberships, Dues & License	1,500	1,500	-
Subscription to Publication	500	500	-
TOTAL CONTRACTUAL SERVICES	\$ 333,079	\$ 838,001	\$ 504,922

**ECONOMIC & COMMUNITY DEVELOPMENT
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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	-	-	-	-
Total Personnel Services	118,694	172,140	172,140	155,448
SUPPLIES				
Office Supplies	821	950	950	650
Operating Supplies	9,067	10,525	10,525	12,825
Total Supplies	9,888	11,475	11,475	13,475
CONTRACTUAL SERVICES				
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
Total Contractual Services	160,057	321,576	321,576	249,518
CAPITAL OUTLAY				
Peg Funds	-	-	-	225,000
Total Capital Outlay	-	-	-	225,000
TOTAL EXPENDITURES	\$ 288,638	\$ 505,191	\$ 505,191	\$ 643,441



Economic Development Supplies

{Section}.31.

ECONOMIC DEVELOPMENT	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
General Office Supplies - Disposable	650	650	-
VIVO Height Adjustable 42 inch Stand Up Desk	300	-	(300)
	\$ 950	\$ 650	\$ (300)
<u>Operating Supplies</u>			
Postage	1,500	-	(1,500)
Drone equipment and required licenses	-	450	450
Plotter Supplies	700	2,000	1,300
Business Cards	125	125	-
New Business Welcome supplies	1,000	1,250	250
Grand opening supplies	-	-	-
Misc. Expenses	700	1,500	800
Fiesta Medals	6,500	7,500	1,000
	\$ 10,525	\$ 12,825	\$ 2,300
TOTAL SUPPLIES	\$ 11,475	\$ 13,475	\$ 2,000

Economic Development Contractual

{Section}.31.

ECONOMIC DEVELOPMENT	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Retail coach	10,000	-	(10,000)
Cafeteria Plan	-	90	90
	\$ 10,000	\$ 90	\$ (9,910)
<u>Contractual Services</u>			
City Attorney Fees (EDCD Allocation)	10,000	12,500	2,500
Greater SATX	5,000	5,000	-
CRM System	2,500	2,500	-
ZAC Tax	3,000	3,000	-
Software Updates	400	400	-
Moody's property listing and data	-	2,750	2,750
Cafeteria Plan	240	-	(240)
Placer. Al	-	12,875	12,875
Local Intel or other software	7,100	7,500	400
Peg channel	-	11,400	11,400
Size up	4,995	-	(4,995)
	\$ 33,235	\$ 57,925	\$ 24,690
Utilities-Telephone	-	500	500
Utilities- Water, Gas, Electricity	-	500	500
Advertising	4,500	7,750	3,250
Repairs & Maintenance-External	300	300	-
Travel -Training	5,195	6,695	1,500
Memberships, Dues & Licenses	1,346	1,346	-
Subscription to Publications	950	1,625	675
ED Project Funding	234,050	140,461	(93,589)
Liability Insurance	2,000	2,326	326
4th of July Funding	30,000	30,000	-
TOTAL CONTRACTUAL SERVICES	\$ 321,576	\$ 249,518	\$ (72,058)

Economic Development Capital

{Section}.31.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
Community Relations Vehicle - Peg Funds	New	New	55,000
Council Channel - Peg Funds	New	New	150,000
Broadcasting Equipment - Peg Funds			20,000
TOTAL ECONOMIC DEVELOPMENT			\$ 225,000

SPECIAL EVENTS EXPENDITURES

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	BUDGET 2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	38,584	29,356	29,356	35,502
SUPPLIES				
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
Total Supplies	95,478	115,250	115,250	123,660
TOTAL EXPENDITURES	\$ 134,063	\$ 144,606	\$ 144,606	\$ 159,162

Special Events Supplies

{Section}.31.

SPECIAL EVENTS	FY 2024	FY 2025	Difference
<u>Supplies</u>			
Concerts: Jazz Fest	-	-	-
Volunteer Appreciation Dinner	4,000	4,000	-
Fourth of July	99,200	100,000	800
Christmas Tree Lighting	4,350	4,800	450
Earthwise Living	2,700	2,700	-
Movies in the Park	2,000	2,160	160
Advertising	3,000	4,000	1,000
Employee Luncheon	-	6,000	6,000
TOTAL SUPPLIES	\$ 115,250	\$ 123,660	\$ 8,410

**PARK & RECREATION
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Worker Compensation	-	-	-	-
Liability Insurance	-	-	-	-
Social Security	-	-	-	-
Special Pay	-	-	-	-
Longevity Pay	-	-	-	-
Total Personnel Services	-	-	-	-
SUPPLIES				
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
Total Supplies	43,342	122,000	122,000	95,600
CONTRACTUAL SERVICES				
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
Total Contractual Services	190,469	448,100	448,100	203,251
CAPITAL OUTLAY				
Buildings	-	-	-	-
Other Machinery & Equipment	-	-	-	40,000
Improvements	-	2,584,243	293,416	2,252,136
Total Capital Outlay	-	2,584,243	293,416	2,292,136
TOTAL EXPENDITURES	\$ 233,812	\$ 3,154,343	\$ 863,516	\$ 2,590,987

Parks Supplies

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PARKS	FY 2024	FY 2025	Difference
Office Supplies			
Park Commissioner supplies	-	300	300
	\$ -	\$ 300	\$ 300
Operating Supplies			
Equipment maintenance & supplies	-	8,000	8,000
Fall zone materials (moved to grounds maintenance)	12,000	-	(12,000)
Fuel 20% allocation	5,000	6,000	1,000
Grounds maintenance - fall zone, sand, soil, etc.	-	3,000	3,000
Janitorial supplies	6,000	6,500	500
Landscaping supplies, garden soil (moved to grounds)	3,000	-	(3,000)
Park maintenance - mulch, soil, irrigation, trimmer supplies	5,000	5,000	-
Pool maintenance	-	6,800	6,800
Softball sand (moved to Grounds maintenance)	6,000	-	(6,000)
Undefined park supplies	8,000	8,000	-
	\$ 45,000	\$ 43,300	\$ (1,700)
Repairs and Maintenance - Internal			
Fleet - Oil, brake fluid, wiper fluid, filters, lubricant	500	500	-
Park Maintenance - court/field nets, tables, chairs,	10,000	15,000	5,000
Barbecue pits (moved to park maint)	1,000	-	(1,000)
Decomposed granite Linkwood Trail	5,000	-	(5,000)
Playground maintenance	12,000	12,000	-
Pool maintenance - plumbing supplies, parts	7,000	6,000	(1,000)
Pool tables, chairs, umbrellas (moved to pool)	2,000	-	(2,000)
Irrigation sprinkler heads, service line repairs (moved)	5,000	-	(5,000)
Asphalt, base materials for trail repairs	5,000	4,000	(1,000)
	\$ 47,500	\$ 37,500	\$ (10,000)
Miscellaneous Supplies			
Other undefined materials and supplies	10,000	10,000	-
Park amenities	4,500	4,500	-
Basketball court repainting	15,000	-	(15,000)
	\$ 29,500	\$ 14,500	\$ (15,000)
TOTAL SUPPLIES	\$ 122,000	\$ 95,600	\$ (26,400)

Parks Contractual

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PARKS	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	700	-	(700)
Engineering Service	15,000	15,000	-
	\$ 15,700	\$ 15,000	\$ (700)
<u>Contractual Services</u>			
Tree Removal	15,000	15,000	-
Pool Contract	130,000	90,000	(40,000)
Pool Repairs - replastering	200,000	-	(200,000)
	\$ 345,000	\$ 105,000	\$ (240,000)
Utilities - Telephone	2,400	3,000	600
Utilities - Water & Electric	40,000	40,000	-
Printing	5,000	5,000	-
Advertising	8,500	2,600	(5,900)
Repairs and Maintenance - External	25,000	25,000	-
Travel	1,000	2,000	1,000
Membership, Dues, Licenses	1,500	1,000	(500)
Liability Insurance	4,000	4,651	651
TOTAL CONTRACTUAL SERVICES	\$ 448,100	\$ 203,251	\$ (244,849)

Parks Capital

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<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</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
TOTAL PARKS			\$ 2,292,136

**LIBRARY
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	364,908	452,088	452,088	430,747
SUPPLIES				
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
Total Supplies	40,135	48,320	48,320	65,450
CONTRACTUAL SERVICES				
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	-	-	-	-
Total Contractual Services	37,459	57,454	57,454	52,332
CAPITAL OUTLAY				
Other Machinery & Equipment	-	29,000	29,000	-
Improvements	12,984	-	-	-
Total Capital Outlay	12,984	29,000	29,000	-
TOTAL EXPENDITURES	\$ 455,487	\$ 586,862	\$ 586,862	\$ 548,529

Library Supplies

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LIBRARY	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Colored Paper, Cardstock, Colored Cardstock (Moved to Operating)	1,000	-	(1,000)
General Office (pens, pencils, staplers, post-its, markers, etc.)	750	500	(250)
Filing & Organization (binders, file folders, filing bins)	1,000	700	(300)
Misc. Needs (magazine holders, laminating sheets, etc.)	250	150	(100)
	\$ 3,000	\$ 1,350	\$ (1,650)
<u>Operating Supplies</u>			
Paper for Printing Services (Continued); Colored Paper, Cardstock, Colored Cardstock (Moved)	1,000	2,000	1,000
Library Cards (Previously Misc.)	1,000	-	(1,000)
Cleaning & Janitorial Supplies	1,000	2,000	1,000
Processing Supplies (book tape, covers, labels)	1,000	2,000	1,000
Circ Desk: Staff Desks (x2)	-	3,200	3,200
Circ Desk: ADA Height Desk	-	1,300	1,300
Circ Desk: Work Space Tables (x3) (Front Corners & Side)	-	5,700	5,700
Circ Desk: Tall Desk Chairs (x4)	-	800	800
Staff Needs: Desk Chairs (x3)	-	600	600
Uniforms (moved from Misc. Supplies)	-	1,000	1,000
Volunteer Appreciation (moved from Misc. Supplies)	-	500	500
Regular Programming (Lapsits, Storytimes, Community Coffee, STEAM, D&D, Book Clubs, etc.) (moved from Misc. Supplies)	-	3,000	3,000
Summer Reading (moved from Misc. Supplies)	-	2,000	2,000
Yoga (new)	-	5,000	5,000
	\$ 4,000	\$ 29,100	\$ 25,100
<u>Repairs and Maintenance - Internal</u>			
Misc. Needs for routine maintenance	1,000	1,000	-
	\$ 1,000	\$ 1,000	\$ -

Library Supplies

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LIBRARY	FY 2024	FY 2025	Difference
<u>Miscellaneous Supplies</u>			
Uniforms	1,000	-	(1,000)
Volunteer Appreciation	500	-	(500)
Regular Programming (including STEAM)	3,000	-	(3,000)
Summer Reading	2,000	-	(2,000)
Flags	500	-	(500)
Misc.	500	500	-
3- Patio Fans	3,000	-	(3,000)
	\$ 10,500	\$ 500	\$ (10,000)
<u>Library Materials</u>			
Adult Materials (Fic: \$5000, NF: \$2250, GN: \$750)	7,540	8,000	460
Young Adult Materials (Fic: \$2000, NF: \$1200, GN: \$700)	3,420	3,900	480
JUV Materials (Fic: \$2000, NF: \$1200, GN: \$1200)	4,800	4,400	(400)
Early Readers (Leveled Readers ER: \$1000, ER Chapters: \$1000)	-	2,000	2,000
Read Aloud (Picture Books \$3600, BB \$600)	5,160	4,200	(960)
Audio/Visual Materials (DVDs: \$1920, Digital Audio: \$5400, eBooks: \$2680)	7,900	10,000	2,100
	\$ 28,820	\$ 32,500	\$ 3,680
<u>Gifts & Memorials</u>			
Donations estimated	1,000	1,000	-
	\$ 1,000	\$ 1,000	\$ -
TOTAL SUPPLIES	\$ 48,320	\$ 65,450	\$ 17,130

Library Contractual

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LIBRARY	FY 2024	FY 2025	Difference
Professional Services			
Presenters Fees	500	750	250
Programming Fees	300	300	-
Cafeteria Plan	350	288	(62)
	\$ 1,150	\$ 1,338	\$ 188
Contractual Services			
Apollo/Biblionix Library System	2,960	2,960	-
Vallance Security	1,200	1,200	-
Techlead	640	-	(640)
Amigos Texpress Courier ILL	2,700	2,700	-
Website Maintenance	150	200	50
Fortres Grand Software Updates	500	-	(500)
Copier Service Agreement	1,200	1,200	-
eBook Content Platform	3,000	3,000	-
Movie License	600	600	-
TexShare Database Fees	-	300	300
Print & Time Management Software	1,800	1,800	-
Angel Fire (moved lines)	100	100	-
Bibliboard	2,500	2,500	-
Orkin Pest Control	1,020	-	(1,020)
Computer Backup Service/Monitoring	684	684	-
	\$ 19,054	\$ 17,244	\$ (1,810)
Utilities - Telephone	3,000	3,000	-
Utilities - Water & Electric	17,000	12,000	(5,000)
Printing	750	750	-
Repairs and Maintenance - External	3,000	3,000	-
Travel - Training	3,000	3,500	500
Membership, Dues & Licenses	3,000	3,000	-
Subscription to Publications	2,500	3,500	1,000
Liability Insurance	5,000	5,000	-
Library Expense Grant	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 57,454	\$ 52,332	\$ (5,122)

Enterprise Fund

Overview

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- Budget is not Balanced
 - Water and Sewer operating deficit
\$72,333
- Operating Revenues
 - \$5,262,850
- Operating Expenses
 - \$3,649,899

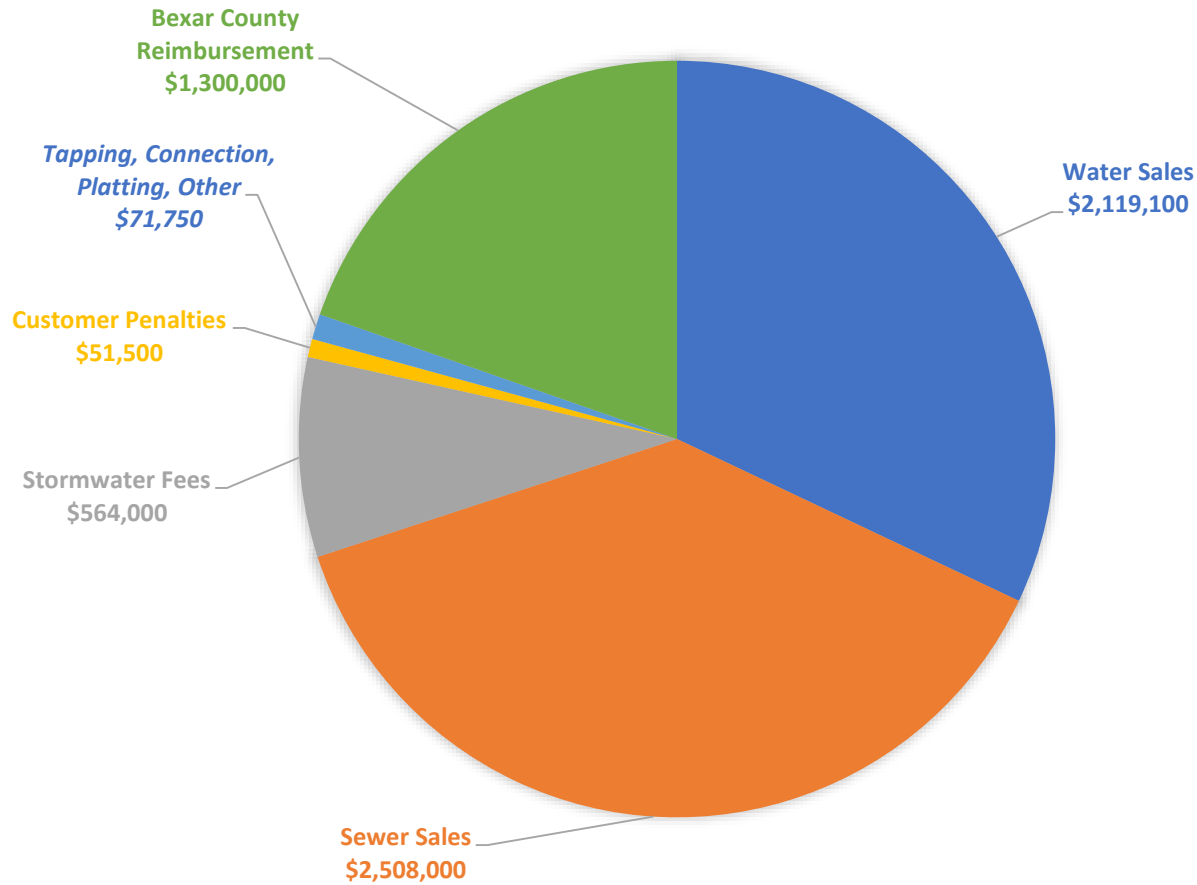
Overview

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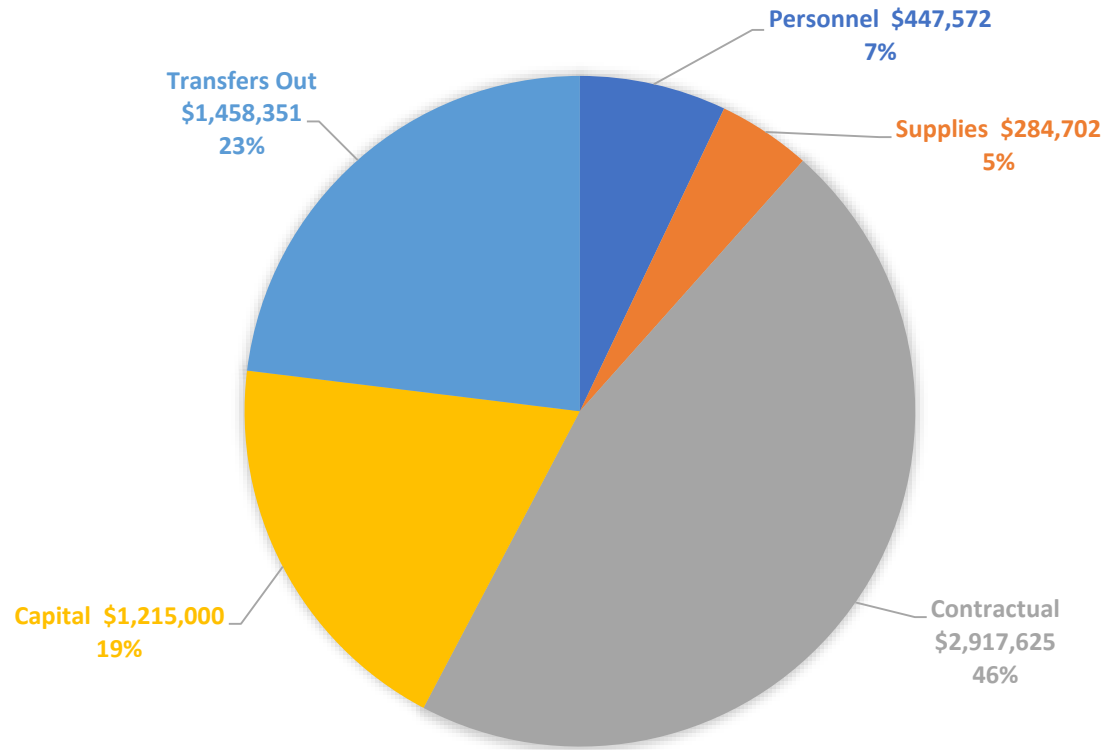
- Transfer Out for Debt Service
 - \$107,863
- Transfer Out for Personnel Services
 - \$1,458,351
- Capital
 - \$1,215,000

Enterprise Fund Revenue by Category

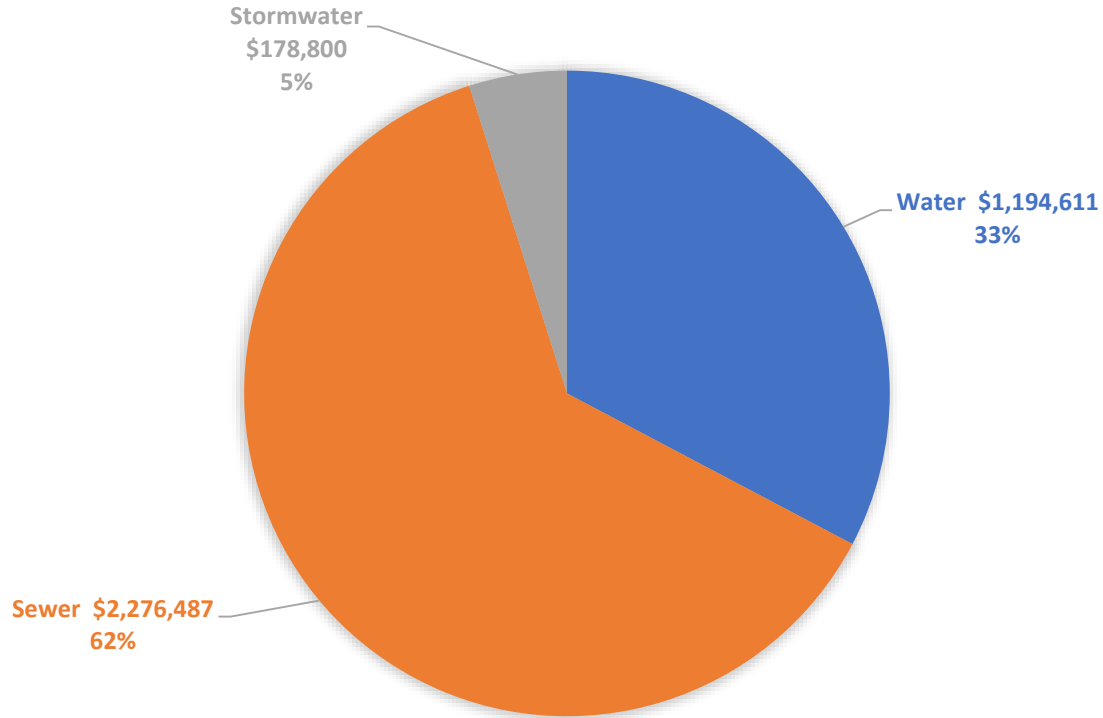
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Enterprise Fund Expenses by Category



Enterprise Fund Expenses by Department



**WATER, SEWER AND STORMWATER
SUMMARY OF REVENUES AND EXPENSES**

{Section}.31.

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	BUDGET 2024-2025
OPERATING REVENUES				
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
TOTAL OPERATING REVENUES	5,216,034	5,260,372	5,239,226	5,262,850
OPERATING EXPENSES				
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	-	-	-
TOTAL OPERATING EXPENSES	3,094,675	3,704,267	3,704,267	3,649,899
NET OPERATING INCOME (LOSS)	2,121,359	1,556,105	1,534,959	1,612,951
NON-OPERATING REVENUES (EXPENSES)				
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)	-	-	-
TOTAL NON-OPERATING REVENUES (EXPENSES)	367,759	(1,201,128)	(1,201,128)	(214,714)
NET INCOME (LOSS)	2,489,118	354,977	333,831	1,398,238
CHANGES IN WORKING CAPITAL				
NET INCOME (LOSS)	2,489,118	354,977	333,831	1,398,238
SOURCES (USES) OF WORKING CAPITAL				
Additions to Fixed Assets	-	2,492,312	2,492,312	1,215,000
TOTAL SOURCES (USES) OF WORKING CAPITAL	-	2,492,312	2,492,312	1,215,000
NET INCREASE (DECREASE) IN WORKING CAPITAL	2,489,118	2,847,289	2,826,143	2,613,238
BEGINNING FUND BALANCE	991,851	3,480,969	3,480,969	6,307,112
*ENDING FUND BALANCE	\$ 3,480,969	\$ 6,328,258	\$ 6,307,112	\$ 8,920,349

**WATER
EXPENSES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	293,601	335,850	335,850	351,925
SUPPLIES				
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
Total Supplies	69,741	195,400	195,400	209,550
CONTRACTUAL SERVICES				
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
Total Contractual Services	445,423	733,545	733,545	633,136
CAPITAL OUTLAY				
Vehicles	-	-	-	-
Other Machinery & Equipment	-	50,000	50,000	-
Water Rights	-	280,000	280,000	140,000
Improvements	-	250,000	250,000	575,000
Total Capital Outlay	-	580,000	580,000	715,000
TOTAL EXPENSES	\$ 808,765	\$ 1,844,795	\$ 1,844,795	\$ 1,909,611



Water Supplies

WATER	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Normal Office supplies	3,000	1,000	(2,000)
Administrative reporting	-	1,000	1,000
	\$ 3,000	\$ 2,000	\$ (1,000)
<u>Operating Supplies</u>			
Fuel 30% allocation	9,000	10,800	1,800
Personnel - boots, ear protection, glasses, gloves	-	2,250	2,250
Fleet - vehicle registration/inspection, lights	-	2,500	2,500
New meters	15,000	10,000	(5,000)
Hand tools, nuts, bolts, clamps, corps, materials, etc.	15,000	25,000	10,000
	\$ 39,000	\$ 50,550	\$ 11,550
<u>Repairs and Maintenance - Internal</u>			
Fleet - Oil, brake fluid, wiper fluid, filters, lubricants	1,400	5,000	3,600
Replacement water meters, curb stops, lateral lines	40,000	40,000	-
Repairs and maintenance for vehicles & equipment	5,000	5,000	-
Replacement fire hydrants, Storz connectors	90,000	90,000	-
	\$ 136,400	\$ 140,000	\$ 3,600
<u>Miscellaneous Supplies</u>			
Other unplanned supplies	15,000	15,000	-
	\$ 15,000	\$ 15,000	\$ -
<u>Conservation</u>			
Rebates for low flow toilets, HE washers	1,000	1,000	-
Rebates for rain barrels and xeriscaping	1,000	1,000	-
	\$2,000	\$2,000	\$ -
TOTAL SUPPLIES	\$ 195,400	\$ 209,550	\$ 14,150

Water Contractual

WATER	FY 2024	FY 2025	Difference
Professional Services			
Cafeteria Plan	555	288	(267)
Engineering Service	50,000	15,000	(35,000)
External Audit	-	9,213	9,213
	\$ 50,555	\$ 24,501	\$ (26,054)
Contractual Services			
Uniforms	6,000	4,000	(2,000)
Fleet - vehicle inspection, seals, equipment repairs	-	10,000	10,000
H2O Samples	5,000	5,000	-
Meter Reading Maintenance	10,000	8,000	(2,000)
EAA Program and Management Fees	160,000	150,000	(10,000)
TCEQ Sampling	10,700	6,100	(4,600)
SAWS Interconnect	6,600	8,000	1,400
Water System Fee	6,150	6,150	-
Annual Meter Replacement Program	-	2,000	2,000
Tank Inspections	20,000	10,000	(10,000)
Quadiant/Neofund/ShareNet	17,040	30,000	12,960
SCADA System	6,500	1,500	(5,000)
Chlorine	6,500	6,500	-
Leak detection program	30,000	-	(30,000)
Tank cleaning	-	-	-
Pump Maintenance (was emergency contractual)	75,000	25,000	(50,000)
Incode	10,000	-	(10,000)
	\$ 369,490	\$ 272,250	\$ (97,240)
Utilities -Telephone	17,000	17,000	-
Utilities - Water & Electric	100,000	100,000	-
Printing	3,000	3,000	-
Advertising	5,000	10,000	5,000
Repairs and Maintenance - External	145,000	145,000	-
Equipment Rental	1,500	8,000	6,500
Travel - Training	10,000	7,000	(3,000)
Membership, Dues & Licenses	2,000	1,500	(500)
Liability Insurance	30,000	34,885	4,885
TOTAL CONTRACTUAL SERVICES	\$ 733,545	\$ 623,136	\$ (110,409)

Water Capital

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
WA - Replace water Mains City-Wide	1960 - 1990	Replacement	575,000
WA - Purchase Water Rights	2018	New	140,000
TOTAL BY FISCAL YEAR			1,215,000

**SEWER
EXPENSES**

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	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	80,149	91,530	91,530	95,646
SUPPLIES				
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
Total Supplies	25,980	60,000	60,000	53,152
CONTRACTUAL SERVICES				
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
Total Contractual Services	1,687,747	2,112,342	2,112,342	2,127,689
CAPITAL OUTLAY				
Improvements	-	1,011,020	1,011,020	500,000
Total Capital Outlay	-	1,011,020	1,011,020	500,000
TOTAL EXPENSES	\$ 1,793,876	\$ 3,274,892	\$ 3,274,892	\$ 2,776,487

Sewer Supplies

{Section}.31.

SEWER	FY 2024	FY 2025	Difference
<u>Office Supplies</u>	-	-	-
	\$ -	\$ -	\$ -
<u>Operating Supplies</u>			
Fuel - 10% allocation	-	3,152	3,152
Personnel - PPE	5,000	5,000	-
	\$ 5,000	\$ 8,152	\$ 3,152
<u>Repairs and Maintenance - Internal</u>			
Sewer main parts	20,000	10,000	(10,000)
Sewer camera repairs	1,500	1,500	-
Fleet - repair for vehicles & equipment	6,000	6,000	-
	\$ 27,500	\$ 17,500	\$ (10,000)
<u>Miscellaneous Supplies</u>			
Manhole lids, PVC pipe	25,000	25,000	-
Hand tools, clamps, fasteners, nuts, bolts	2,500	2,500	-
	\$ 27,500	\$ 27,500	\$ -
TOTAL SUPPLIES	\$ 60,000	\$ 53,152	\$ (6,848)

Sewer Contractual

{Section}.31.

SEWER	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	555	72	(483)
Engineering Service	50,000	50,000	-
External Audit	-	9,213	9,213
	\$ 50,555	\$ 59,285	\$ 8,730
<u>Contractual Services</u>			
SAWS Sewer Service	1,710,747	1,710,747	-
Sewer video program	250,000	250,000	-
Quadient/Neofunds/Sharenet	17,040	19,529	2,489
	\$ 1,977,787	\$ 1,980,276	\$ 2,489
Advertising	-	2,500	2,500
Repairs and Maintenance - External	60,000	60,000	-
Equipment Rental	-	-	-
Sewer Surcharge	14,000	14,000	-
Liability Insurance	10,000	11,628	1,628
TOTAL CONTRACTUAL SERVICES	\$ 2,112,342	\$ 2,127,689	\$ 15,347

Sewer Capital

{Section}.31.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
SW - Replace Sewer Mains City-Wide	1960 - 1990	Replacement	500,000
TOTAL BY FISCAL YEAR			1,215,000

**STORMWATER
EXPENSES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Overtime	-	-	-	-
Social Security	-	-	-	-
Car Allowance	-	-	-	-
Other Benefits	-	-	-	-
Special Pay	-	-	-	-
Certification Pay	-	-	-	-
Longevity Pay	-	-	-	-
Total Personnel Services	-	-	-	-
SUPPLIES				
Office Supplies	4,172	-	-	-
Operating Supplies	3,184	10,000	10,000	12,000
Repairs & Maintenance - Internal	-	10,000	10,000	10,000
Total Supplies	7,356	20,000	20,000	22,000
Contractual Services				
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
Total Contractual Services	81,741	155,600	155,600	156,800
CAPITAL OUTLAY				
Vehicles	-	-	-	-
Improvements	-	901,292	901,292	-
Total Capital Outlay	-	901,292	901,292	-
TOTAL EXPENSES	\$ 89,097	\$ 1,076,892	\$ 1,076,892	\$ 178,800

Storm Water Supplies

{Section}.31.

STORMWATER	FY 2023	FY 2024	Difference
<u>Office Supplies</u>	-	-	-
	\$ -	\$ -	\$ -
<u>Operating Supplies</u>			
Fuel 10% allocation	5,000	6,000	1,000
Personnel - trash pickers, gloves	-	1,000	1,000
Supplies for lawnmowers/trimmers	5,000	5,000	-
	\$ 10,000	\$ 12,000	\$ 2,000
<u>Repairs and Maintenance - Internal</u>			
Fleet - oil, fluids, lubricant, brooms	10,000	10,000	-
	\$ 10,000	\$ 10,000	\$ -
<u>Miscellaneous Supplies</u>	\$ -	\$ -	\$ -
TOTAL SUPPLIES	\$ 20,000	\$ 22,000	\$ 2,000

Storm Water Contractual

{Section}.31.

STORMWATER	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	800	-	(800)
Engineering Service	30,000	30,000	-
	\$ 30,800	\$ 30,000	\$ (800)
<u>Contractual Services</u>			
Uniforms	1,500	1,100	(400)
Debris Removal from Street Sweeping	15,000	15,000	-
Street Sweeper Maintenance	-	-	-
Repairs to drainage system	40,000	40,000	-
Sharenet software (was mapping)	-	2,400	2,400
	\$ 56,500	\$ 58,500	\$ 2,000
Printing	3,000	3,000	-
Travel - Training	5,000	5,000	-
Repairs and Maintenance - External	50,000	50,000	-
Membership, Dues, Licenses	300	300	-
Liability Insurance	10,000	10,000	-
TOTAL CONTRACTUAL SERVICES	\$ 155,600	\$ 156,800	\$ 1,200

Red Light Camera

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

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
BEGINNING FUND BALANCE	\$919,758	\$1,077,147	\$1,077,147	\$484,589
Revenues				
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	-	-	-
Total Revenue	2,312,811	2,120,872	2,237,000	2,258,703
Other Funding Sources				
ARP Funds	-	-	-	-
Total Other Funding Sources	-	-	-	-
TOTAL RESOURCES	\$ 3,232,569	\$ 3,198,019	\$ 3,314,147	\$ 2,743,292
Expenditures				
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
Total Expenditures	1,702,848	2,487,000	2,487,000	1,842,814
Other Financing Uses				
Shared Personnel Services to GF-RLC	326,574	342,558	342,558	373,636
Transfer to Capital-Traffic Safety	126,000	-	-	-
Total Other Financing Uses	452,574	342,558	342,558	373,636
TOTAL EXPENDITURES	\$ 2,155,422	\$ 2,829,558	\$ 2,829,558	\$ 2,216,450
ENDING FUND BALANCE	\$ 1,077,147	\$ 368,461	\$ 484,589	\$ 526,841

**RED LIGHT CAMERA
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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	-	-	-	-
Total Personnel Services	601,327	642,258	642,258	541,378
SUPPLIES				
Office Supplies	614	150	150	200
Operating Supplies	2,857	3,000	3,000	8,350
Total Supplies	3,471	3,150	3,150	8,550
CONTRACTUAL SERVICES				
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	-	-	-	-
Total Contractual Services	876,138	887,000	887,000	907,820
TOTAL EXPENDITURES	\$ 1,480,937	\$ 1,532,408	\$ 1,532,408	\$ 1,457,748

Red Light Camera Supplies

{Section}.31.

RED LIGHT CAMERA	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Foray board/ Expo Markers/ Self ink Stamps	150	200	50
	\$ 150	\$ 200	\$ 50
<u>Operating Supplies</u>			
Hole Punch/ Pens/Folders/Paper/Legal pads/Tape	300	750	450
Toner, Ink	600	1,100	500
Batteries	500	500	-
Office Furniture Replacement	-	1,000	1,000
Expendable Traffic Equipment	1,600	1,600	-
Ammunition	-	3,400	3,400
	\$ 3,000	\$ 8,350	\$ 5,350
TOTAL SUPPLIES	\$ 3,150	\$ 8,550	\$ 5,400

Red Light Camera Contractual

{Section}.31.

RED LIGHT CAMERA	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	540	360	(180)
New Hires	460	460	-
	\$ 1,000	\$ 820	\$ (180)
<u>Contractual Services</u>			
City Attorney Contract (RLC Allocation)	15,000	15,000	-
RLC ATS Contract	798,000	798,000	-
RLC Audit Fees	10,000	10,000	-
RLC Legal Fees	10,000	10,000	-
Computer Maintenance	34,000	34,000	-
Copier Maintenance	3,000	3,500	500
High Speed Internet (For RLC Videos)	16,000	17,500	1,500
Signal Maintenance (included all signals)	-	7,000	7,000
Axon Taser	-	5,000	5,000
Axon (Body Cameras)	-	7,000	7,000
Police Cleaning Service	-	-	-
	\$ 886,000	\$ 907,000	\$ 21,000
Utilities - Telephone	-	-	-
Utilities - Water & Electric	-	-	-
Printing	-	-	-
Advertising	-	-	-
Repairs and Maintenance - External	-	-	-
TOTAL CONTRACTUAL SERVICES	\$ 887,000	\$ 907,820	\$ 20,820

**TRAFFIC SAFETY
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	214,644	298,227	298,227	219,858
SUPPLIES				
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	-
Total Supplies	2,175	9,800	9,800	21,225
CONTRACTUAL SERVICES				
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	-	-	-	-
Total Contractual Services	1,462	53,997	53,997	78,983
CAPITAL OUTLAY				
Vehicles	-	275,000	275,000	65,000
Other Machinery & Equipment	-	230,738	230,738	-
Improvements other than Building	3,630	86,830	86,830	-
Total Capital Outlay	3,630	592,568	592,568	65,000
TOTAL EXPENDITURES	\$ 221,912	\$ 954,592	\$ 954,592	\$ 385,066

Traffic Safety Supplies

{Section}.31.

TRAFFIC SAFETY	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Computer cables/ HDMI, Misc. Equipment	300	500	200
	\$ 300	\$ 500	\$ 200
<u>Operating Supplies</u>			
Radar Equipment/Laptop equipment	2,265	3,000	735
Traffic Vehicles Lights/Accessories and Traffic Cones	5,335	6,500	1,165
Office Furniture Replacement	-	5,000	5,000
Investigative Equipment/Tools	1,400	2,000	600
Ammunition	-	3,400	3,400
	\$ 9,000	\$ 19,900	\$ 10,900
<u>Miscellaneous Supplies</u>			
SD Card, Batteries	200	400	200
Printer Cables	75	125	50
Flares	225	300	75
	\$ 500	\$ 825	\$ 325
TOTAL SUPPLIES	\$ 9,800	\$ 21,225	\$ 11,425

Traffic Safety Contractual

{Section}.31.

TRAFFIC SAFETY	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Cafeteria Plan	540	216	(324)
New Hire Expenses	460	1,000	540
	\$ 1,000	\$ 1,216	\$ 216
<u>Contractual</u>			
Axon (Vehicle & Body Cameras)	10,000	13,000	3,000
Axon Taser	-	5,000	5,000
SAT Radio Air Time	34,997	39,997	5,000
Urban SDK	-	4,875	4,875
Municode	-	1,895	1,895
Cardinal CAD/RMS Service Contract	-	3,000	3,000
	\$ 44,997	\$ 67,767	\$ 22,770
Utilities-Telephone	-	-	-
Repairs and Maintenance - External	8,000	10,000	2,000
TOTAL CONTRACTUAL SERVICES	\$ 53,997	\$ 78,983	\$ 24,986

Traffic Safety Capital

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
Police Patrol Vehicle (1 w/equip)	Variable	Replacement	65,000
TOTAL BY FISCAL YEAR			\$ 65,000

American Rescue Plan

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

{Section}.31.

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

Crime Control and Prevention District

Crime Control and Prevention Budget Overview

- Budget is Balanced
 - Operating Revenues - \$427,507
 - Operating Expenditures -\$364,205
- This Funds the Salary and Benefits for
 - 50% of the Assistant Police Chief
 - One Patrol Officer
 - One Investigations Sergeant

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

{Section}.31.

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

CRIME CONTROL DISTRICT EXPENDITURES

{Section}.31.

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	BUDGET 2024-2025
PERSONNEL SERVICES				
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	-	-	-	-
Total Personnel Services	245,354	261,960	261,960	269,202
CONTRACTUAL SERVICES				
Professional Services	-	-	-	-
Contractual Services	-	10,100	10,100	10,100
Total Contractual Services	-	10,100	10,100	10,100
TOTAL EXPENDITURES	\$ 245,354	\$ 272,060	\$ 272,060	\$ 279,302

Community Center Fund

Community Center Budget Overview

- Budget is Balanced
- Operating Revenues
 - \$161,360
- Operating Expenditures
 - \$156,017
- Capital
 - \$160,000

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

{Section}.31.

	ACTUAL 2022-2023	BUDGET 2023-2024	ESTIMATED 2023-2024	BUDGET 2024-2025
BEGINNING FUND BALANCE	\$192,356	\$254,684	\$254,684	\$196,846
Revenues				
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	-	-	-
Total Revenue	178,150	155,454	158,850	161,360
Other Funding Sources				
Transfers in from PEG Reserve	-	-	-	-
Total Other Funding Sources	-	-	-	-
TOTAL RESOURCES	\$ 370,506	\$ 410,138	\$ 413,534	\$ 358,206
Expenditures				
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
Total Expenditures	115,822	216,688	216,688	316,017
Other Financing Uses				
Transfer to Capital	-	-	-	-
Total Other Financing Uses	-	-	-	-
TOTAL EXPENDITURES	\$ 115,822	\$ 216,688	\$ 216,688	\$ 316,017
ENDING FUND BALANCE	\$ 254,684	\$ 193,450	\$ 196,846	\$ 42,189

**COMMUNITY/CONFERENCE CENTER
EXPENDITURES**

{Section}.31.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2022-2023	2023-2024	2023-2024	2024-2025
PERSONNEL SERVICES				
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
Total Personnel Services	79,387	89,338	89,338	94,191
SUPPLIES				
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
Total Supplies	997	8,000	8,000	11,725
CONTRACTUAL SERVICES				
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
Total Contractual Services	35,438	59,350	59,350	50,101
CAPITAL OUTLAY				
Office Equipment	-	-	-	-
Improvements	-	60,000	60,000	160,000
Other Machinery & Equipment	-	-	-	-
Total Capital Outlay	-	60,000	60,000	160,000
TOTAL EXPENDITURES	\$ 115,822	\$ 216,688	\$ 216,688	\$ 316,017

Community Center Supplies

{Section}.31.

COMMUNITY/CONFERENCE CENTER	FY 2024	FY 2025	Difference
<u>Office Supplies</u>			
Toner (Replaced 3 times a year)	200	375	175
Other Supplies: Pens, Highlighters, Folders, Binders Calendars, Rubber Band Etc.	800	1,000	200
	\$ 1,000	\$ 1,375	\$ 375
<u>Operating Supplies</u>			
Solar Light Cleaning	600	600	-
Chair cleaning	1,000	2,000	1,000
Miscellaneous - Window cleaning	400	1,500	1,100
	\$ 2,000	\$ 4,100	\$ 2,100
<u>Repairs and Maintenance - Internal</u>			
Toilet repairs	600	-	(600)
Light fixture repairs	500	750	250
Kitchen appliance repairs	400	-	(400)
Other misc. repairs	2,000	2,500	500
Misc. - Add/Replace Restroom sanitary bins (18)	1,000	2,000	1,000
	\$ 4,500	\$ 5,250	\$ 750
<u>Miscellaneous Supplies</u>			
Replace Soap Dispensers	\$ 500	\$ 1,000	\$ 500
TOTAL SUPPLIES	\$ 8,000	\$ 11,725	\$ 3,725

Community Center Contractual

{Section}.31.

COMMUNITY/CONFERENCE CENTER	FY 2024	FY 2025	Difference
<u>Professional Services</u>			
Techlead (Off Site Back-Up & Other Repairs)	1,000	-	(1,000)
Security System	2,500	2,500	-
Cafeteria Plan	-	126	126
	\$ 3,500	\$ 2,626	\$ (874)
<u>Contractual Services</u>			
Activenet Software	-	-	-
Cable/Internet Services	1,700	1,700	-
Fire Alarm (sensor repair)	1,100	1,725	625
Pest Control	400	-	(400)
	\$ 3,200	\$ 3,425	\$ 225
Utilities - Telephone	14,800	5,200	(9,600)
Utilities - Water & Electric, Gas (Valero)	28,000	20,000	(8,000)
Printing (flyers, banners, etc.)	200	750	550
Advertising (promotional)	2,100	3,100	1,000
Repairs and Maintenance - External	2,000	5,000	3,000
Memberships, Dues & Licenses	550	1,500	950
Equipment Rental	-	2,000	2,000
Travel	-	1,500	1,500
Subscriptions to Publications	-	-	-
Liability Insurance	5,000	5,000	-
TOTAL CONTRACTUAL SERVICES	\$ 59,350	\$ 50,101	\$ (9,249)

Community Center Capital

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 24-25</i>
Conference Center Restrooms	2000	Replacement	160,000
TOTAL BY FISCAL YEAR			\$ 160,000

Street Maintenance Tax Fund

STREET MAINTENANCE SUMMARY OF REVENUES AND EXPENDITURES

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

Special Revenue Funds

Special Revenue Funds

- Grant Fund - \$5,000
 - Law Enforcement Officer Standards and Education (LEOSE) Funds Law Enforcement Training
- Building Security Fund - \$10,000
 - Court Bailiff
- Child Safety Fund - \$7,117
 - School Crossing Guard Program
- Municipal Court Technology - \$17,000
 - Court Technology Related Items
- Debt Service - \$691,763

Special Revenue Funds

{Section}.31.

- Police Forfeiture
 - \$4,000

Personnel

- Funds the Merit Pay System, which allows each employee a 2% merit increase on the anniversary date of their hire, if they qualify
- Funds longevity pay for all qualifying full-time City employees
 - Paid annually in November
- Does Include a Cost-of-Living Increase of 3%

Personnel

- Includes funds for:
 - Assistant Planning Director
 - Labor Position in Public Works
 - Impound Lot Position (6 Months)

Personnel

- The proposed budget includes funding for the City's Medical Insurance Program which provides medical, dental, vision and life insurance coverage with a 10% increase
- The program provides medical insurance to employees at no cost
- Dependent insurance cost is paid for by the employee
- Funds the retirement at 20.98% effective January 1, 2025, an estimated increase of 1%

Personnel

- Christmas Holidays – City is Closed
 - Tuesday, December 24 to Wednesday, January 1
 - **The City will Reopen Thursday, January 2**

Next Steps

Possible Second Budget Workshop

- July 16, 2024
- Crime, Control & Prevention District Budget Public Hearing and Adoption
 - August 20, 2024 (start time 5:00 pm)
- Budget Public Hearing and Formal Adoption
 - August 20, 2024

Next Steps

- Formal Adoption of the Tax Rate
 - September 17, 2024 (estimated date)

Proposed Budget Workshop Fiscal Year 2025

Crystal Caldera, PhD
City Manager
City Council Meeting
June 04, 2024

Reallocation of Funds Pool/Park

City Council Meeting

June 4, 2024

Melinda Moritz, Public Works Director

Summary

- Should the City Council allow Staff to use funds earmarked for pool replastering to pay for the Park Master Plan & resurfacing tennis and basketball court
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - At City Council discretion

Purpose

- The City Council budgeted funds in the Park Department for the replastering of both pools
- Since that time, it was decided to close the Leon Valley Community Pool
- There was not enough time to replaster the Forest Oaks pool before opening
- Staff would like to use some of those funds for a consultant's assistance on revising the Park Master Plan and to resurface the Raymond Rimkus Park tennis and basketball courts

Park Master Plan

- Having a Park Master Plan is one of the criteria used to determine grant funding recipients from the Texas Parks and Wildlife Department:
 - Sets communities goals & expectations for parks, which guides the planning & development of the City's park system
 - Ensures everyone has just & fair access to quality parks, green space, recreation facilities and programs
 - Assist in collecting & analyzing metrics / outcome indicators; and in the development of a realistic implementation plan based on various resources, partnerships & funding scenarios

Tennis and Basketball Courts

- Tennis and Basketball courts are in fair condition and need to be resurfaced and repainted

Fiscal Impact

Recommendation

- Staff recommends allowing funds to be used to revise Park Master Plan

Presentation, Discussion, and Possible Action on Update of 2024 July 4th Celebration

City Council Meeting
June 4, 2024
Crystal Miranda
Community Relations Director

Purpose

- To present an update to the City Council for the City of Leon Valley's 4th of July Celebration

Schedule

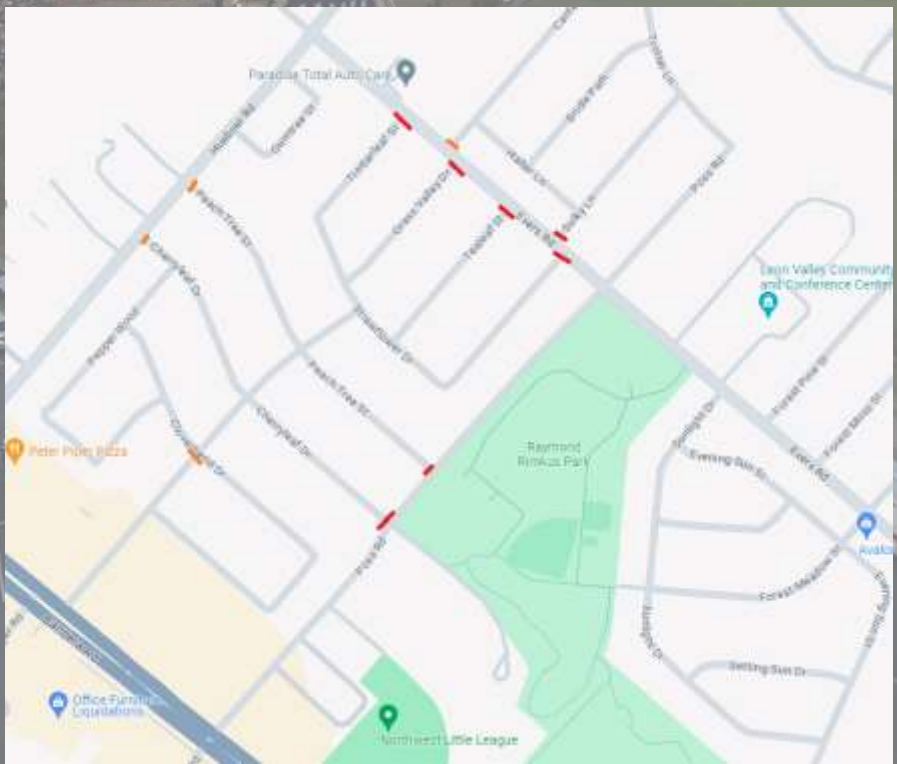
- Thursday, July 4, 2024
 - Leon Valley Historical Society Pioneer 5k Run – 7 a.m.
 - “Heroes of Independence: Honoring Our Military” Fourth of July Celebration
 - Vendor Set up begins at 2 p.m.
 - Parade begins at 7 p.m.
 - Welcome and National Anthem begins at 7:30* p.m.
 - Finding Friday begins at 7:45* p.m.
 - Fireworks begin at 9:45 p.m.
 - Finding Friday Finale 10:30* p.m.

Maps/Layout



Road Closures

- **4th of July** - Beginning at 4:00 p.m. on Thursday, July 4th, Evers Road will be closed until the event ends. Streets closed during that time will include:
- Evers Road from Huebner to just before the **flood gate**,
- Timberleaf,
- Grass Valley,
- Strawflower
- Peachtree,
- Tealeaf,
- Larksong,
- Canterfield,
- Sulky, and Poss Road;
- Poss Road from Evers to the entrances to Cherryleaf and Peachtree. **All streets will reopen after the parade ends, EXCEPT FOR POSS ROAD.**
- **EVENT PARKING:** Event parking will be available at the Community and Conference Centers Parking Lot and Leon Valley Elementary; 7111 Huebner Road. Elegant Limousine will shuttle from 6:00 pm until 11:00 pm, from the Bandera Bowling Center & Leon Valley Elementary School to the Park.



Updates

- Advertisement – Banners, Post Cards, Radio, etc.
- Sponsorship – Ongoing
- Participation – Ongoing
- Needs/Concerns
 - Security
 - Fencing
 - Weather

Recommendation

- City Council Discretion





**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, May 21, 2024 at 6:30 PM

MINUTES

The City of Leon Valley City Council Shall Hold an In-Person Meeting with A Quorum of Members of City Council to Be Physically Present in The Leon Valley City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238. Some Members of City Council May Appear and Participate in The Meeting by Videoconference Pursuant to The Requirements Set Forth in The Texas Open Meetings Act.

Citizens May E-Mail Public Comments To citizenstobeheard@leonvalleytexas.gov. All Other Citizen Participation May Be Provided In-Person at City Council Chambers.

1. Call to Order; Determine a Quorum is Present, Pledge of Allegiance

PRESENT

- Mayor Chris Riley
- Council Place 1 Benny Martinez
- Mayor Pro Tem, Council Place 2 Josh Stevens
- Council Place 2 Betty Heyl
- Council Place 3 Philip Campos
- Council Place 4 Rey Orozco
- Council Place 5 Will Bradshaw

Mayor Chris Riley called the meeting to order at 6:30 PM and announced that a quorum of City Council was present in Council Chambers.

Mayor Riley asked Mayor Pro Tem, Councilor Josh Stevens to lead the Pledge of Allegiance.

2. Citizens to be Heard

Those who spoke at this time were: Charles Matthews (Leon Valley); Linda Barker (Leon Valley); and Tina Chasan (Leon Valley)

3. Presentations

- 1. Recognition of Outgoing Council Place 2, Josh Stevens in Appreciation of Four Years of Service to the City of Leon Valley - S. Passailaigue, City Secretary**

Josh Stevens, Mayor Pro Tem, Council Place 2, took a "trip down memory lane" and spoke about changes within the City during his tenure.

Mayor Chris Riley presented Councilor Josh Stevens with a token of appreciation for his time and commitment to the City of Leon Valley from 2020 to 2024.

2. The Honorable, Judge Peter Sakai will Administer the Oath of Office and There Will Be a Presentation of the Certificate of Election to Council Member-Elect, Chris Riley, Mayor; Council Member-Elect, Betty Heyl, Council Place 2; and Council Member-Elect, Rey Orozco, Council Place 4 - S. Passailaigue, City Secretary

Mayor Chris Riley introduced the Honorable Judge Peter Sakai, who proceeded to administer the Oath of Office to Chris Riley, Mayor; Betty Heyl, Council Place 2; and Rey Orozco, Council Place 4.

Mayor Chris Riley thanked everyone who came out to vote. Councilor Elect Rey Orozco and Councilor Elect Betty Heyl also spoke and thanked everyone for their support.

Councilor Will Bradshaw, Councilor Benny Martinez, and Councilor Philip Campos congratulated those who were sworn in this evening; and thanked Councilor Josh Stevens for his efforts as Council Place 2 and wished him farewell.

There will be a short recess for a reception honoring Councilor Josh Stevens and newly sworn Leon Valley Councilors in the City Hall Foyer at this time. Following the reception, the City Council will reconvene into open session.

Mayor Chris Riley called for a recess at 7:04 PM. She invited members of the

City Council and guests to a reception honoring Councilor Josh Stevens and newly sworn Leon Valley Councilors in the City Hall Foyer at this time.

Mayor Riley reconvened the meeting at 7:24 PM

4. Citizens to be Heard

Those who spoke at this time were: Charles Matthews (Leon Valley); Linda Barker (Leon Valley); and Tina Chasan (Leon Valley)

5. Presentations

1. Presentation and Discussion on Trash Survey Results.- R. Salinas, Director of Economic Development

Economic Development Director, Roque Salinas gave the presentation on the trash survey, stating that the majority of residents were satisfied with the current services.

Dr. Caldera, the City Manager, explained that the next steps will be going out for a Request for Proposals and establishing a Committee to review the RFP submittals.

Those who spoke on this item were: Tina Chasan (Leon Valley); Rita Burnside (Leon Valley); Josh Stevens (Leon Valley)

Councilor Rey Orozco motioned to move Agenda Item 12.1 up to this time in the meeting. Councilor Will Bradshaw seconded the motion.

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

The motion passed unanimously.

6. The City Council Shall Meet in Executive Session to Discuss the Following:

Mayor Riley read aloud the caption.

1. **Pursuant to Texas Government Code, Chapter 551, Section 551.072, Deliberations on Real Property: 0 Samaritan Drive, Leon Valley, Texas, 78238, Lots 1 and 2, Block 1, CB 4430, Grass Hill Estates Subdivision, Approximately 19.614 Acres of Land - As Requested by Councilor Benny Martinez and Councilor Will Bradshaw**

The City Council went into Executive Session at 7:41 PM

7. Reconvene into Regular Session

The City Council reconvened into Open Session at 8:26 PM

8. Possible Action on Issues Discussed in Executive Session If Necessary

Councilor Rey Orozco motioned to move Agenda Item 6.2 before 6.1. Councilor Will Bradshaw seconded the motion.

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

The motion passed unanimously.

9. Regular Agenda

1. **Presentation, Discussion and Possible Action on the Sale of City-owned Property 0 Samaritan Drive, Leon Valley, Texas, 78238, Lots 1 and 2, Block 1, CB 4430, Grass Hill Estates Subdivision, Approximately 19.614 Acres of Land - As Requested by Councilor Benny Martinez and Councilor Will Bradshaw**

After a lengthy discussion, Councilor Rey Orozco motioned to approve and to allow the City Manager to enter into negotiations for the sale of City-owned property at Samaritan Drive, Leon Valley, Texas, 78238, Lots 1 and 2, Block 1, CB 4430, Grass Hill Estates Subdivision, approximately 19.614 acres of land to One-Stop Group. Councilor Will Bradshaw seconded the motion.

Those who spoke at this time were: Erick Matta (Leon Valley); Charles Matthews (Leon Valley); Olen Yarnell (Leon Valley); Beth Mursch (Leon Valley); Tina Chasan (Leon Valley); Robert (Leon Valley); Abraham Diaz (Leon Valley); Dr. Rajender Thusu (Leon Valley); Dr. Mary Ruth Fernandez (Leon Valley); Linda Barker (Leon Valley); Sharon Hendricks (Leon Valley)

Mayor Chris Riley asked Dr. Crystal Caldera, City Manager, to take a roll call vote.

Dr. Crystal Caldera, City Manager, proceeded with a roll call vote to which the City Council replied: Councilor Benny Martinez - Yea; Councilor Betty Heyl - Yea; Councilor Philip Campos - Nay; Councilor Rey Orozco - Yea; and Councilor Will Bradshaw - Yea.

Mayor Riley announced the motion passed.

2. Discussion and Possible Action on an Ordinance Rezoning Approximately 27-Acres of Land From R-1 (Single Family Dwelling) to a Planned Development District With R-6 (Garden Home) Base Zoning District, Being Lot 1, Block 1, CB 4430C, Good Samaritan Lodge Nursing Home Inc Subdivision, Parcel 1, Abstract 399, CB 4429, and Parcel 11, Abstract 432, CB 4430 (unplatted), Located at 6518 Samaritan Drive, Leon Valley, Texas (1st Read was Held on 03-19-2024; Second Read was Held on 04-02-2024) As requested by Councilor Will Bradshaw and Councilor Benny Martinez - M. Moritz, Public Works Director

Dr. Crystal Caldera, City Manager, gave a brief recap of this item, followed by Public Works Director Melinda Moritz reviewing the variances of this case.

Councilor Benny Martinez motioned to hear Mr. Chehade's presentation on this project. Councilor Will Bradshaw seconded the motion.

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

The motion passed unanimously.

Those who spoke at this time were: Beth Mursch (Leon Valley), Olen Yarnell (Leon Valley); Mark Ferris (Leon Valley); Margie (Leon Valley); Thomas Benavides (Leon Valley); Dr. Mary Ruth Fernandez (Leon Valley); Charles Matthews (Leon Valley); Linda Barker (Leon Valley); Mr. White (Leon Valley); Jose Saldana (Leon Valley); Dr. Rajender Thusu (Leon Valley); Abraham Diaz (Leon Valley); Erick Matta (Leon Valley); and Tina Chasan (Leon Valley)

After a lengthy discussion, Councilor Philip Campos motioned to deny Agenda Item 6.1 as requested. The motion failed for a lack of second.

Councilor Will Bradshaw motioned to approve Agenda Item 6.1, Zoning Change with the PDD to R-6, with a change that the developer pay the full \$112,000.00 for the trees and no variance. Councilor Betty Heyl seconded the motion.

Mayor Chris Riley asked Dr. Crystal Caldera, City Manager, to take a roll call vote.

Dr. Crystal Caldera, City Manager proceeded with a roll call vote to which the City Council replied: Councilor Benny Martinez - Yea; Councilor Betty Heyl - Yea; Councilor Philip Campos - Nay; Councilor Rey Orozco - Yea; and Councilor Will Bradshaw - Yea.

Mayor Riley announced the motion passed (4) to (1).

Councilor Benny Martinez motioned to continue this meeting until 11:30 PM. Councilor Will Bradshaw seconded the motion.

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

The motion passed unanimously.

- 10. Announcements by the Mayor and Council Members.** At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

Mayor Chris Riley and members of the City Council made announcements.

11. City Manager's Report

Dr. Crystal Caldera, City Manager, announced that the City Manager's Report was printed and available on the table in the foyer, as well as posted on the website. Dr. Caldera, City Manager, also stated that Planning & Zoning Department will be closed this Friday for a few hours to attend the funeral of Ms. Teague's daughter.

1. Upcoming Important Events:

- **Regular City Council Meeting, Tuesday, June 04, 2024, at 6:30 PM, in City Council Chambers.**
- **City Council will not hold another Regular City Council Meeting until Tuesday, July 16, 2024, at 6:30 PM, in City Council Chambers.**
- **City Offices will be closed Monday, May 27, 2024, in observance of Memorial Day.**
- **Annual City-Wide Garage Sale, Saturday, May 25, 2024, from 8:00 AM to 6:00 PM.**
- **Big Rig Petting Zoo, Friday, June 07, 2024, from 10:30 AM to 12:00 PM, at Raymond Rimkus Park.**
- **Movies in the Park featuring, Migration, Friday, June 07, 2024, at Dusk, at Veteran's Park near the Community/Conference Center Grassy Area.**
- **Movies in the Park featuring Kung Fu Panda 4, Friday, June 21, 2024, at Dusk, at Veteran's Park near the Community/Conference Center Grassy Area.**
- **30th Annual 4th of July Celebration, Thursday, July 04, 2024, at Raymond Rimkus Park. Complete day's schedule of events may be found on the City's website, ENews, as well as on the City's Facebook and Twitter pages.**
- **Coffee with the Mayor & City Council, Saturday, July 27, 2024, 9:00 AM to 11:00 AM, at the Leon Valley Conference Center.**

- **Miscellaneous other events and announcements.**

12. Consent Agenda

Councilor Benny Martinez motioned to approve the Consent Agenda as presented. Councilor Philip Campos seconded the motion.

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

The motion passed unanimously.

- 1. Discussion and Possible Action Approving of the Following City Council Minutes – S. Passailaigue, City Secretary:**
 - a. 05-07-2024 Regular City Council Meeting Minutes**
 - b. 05-15-2024 Special City Council Meeting Minutes**
- 2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes – S. Passailaigue, City Secretary:**
 - a. 03-14-2024 Library Advisory Board Meeting Minutes**
 - b. 02-16-2023 Earthwise Living Committee Meeting Minutes**
 - c. 04-05-2023 Earthwise Living Committee Meeting Minutes**
 - d. 02-07-2024 Earthwise Living Committee Meeting Minutes**
 - e. 04-10-2024 Earthwise Living Committee Meeting Minutes**
 - f. 11-09-2023 Library Advisory Board Meeting Minutes**
 - g. 01-11-2024 Library Advisory Board Meeting Minutes**
 - h. 04-11-2024 Library Advisory Board Meeting Minutes**
- 3. Discussion and Possible Action on an Ordinance of the City of Leon Valley Accepting Grant Funds from the 2024 J. Frank Dobie Trust and Amending the General Budget of the City of Leon Valley, Texas Municipal Budget for the Fiscal Year 2023-2024 in the Amount of \$3,610 to Provide Funding for the Leon Valley Public Library to Purchase Additional Nonfiction Books for the Juvenile Collection. (1st Read was Held on 05-07-2024), R. Reed, Library Director**
- 4. Presentation and Discussion of the Monthly Financial Report Ending May 31, 2024 - C. Goering, Finance Director**
- 5. Discussion and Possible Action on an Ordinance Authorizing a Fiscal Year 2023-24 General Fund Budget Adjustment in the Amount of \$6,335.00, from the Public, Educational and Governmental (PEG) Restricted Fund Balance for the Purpose of Increasing the Economic Development Department Budget and Authorizing the City Manager to Execute an Agreement with Spectrum Enterprise for PEG Channel Service (1st Read was Held on 05-02-2024) - R. Salinas, Director of Economic Development**
- 6. Discussion and Possible Action on an Ordinance Authorizing a Fiscal Year 2023-24 General Fund Budget Adjustment in the Amount of \$3,080.00 for the Purpose of Increasing the Economic Development Department Budget for PEG Channel**

Service till the End of the Fiscal Year 2024 (1st Read was Held on 05-02-2024) - R. Salinas, Director of Economic Development

- 7. Discussion and Possible Action to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances Chapter 14 Utilities to Add a Section 14.12 Impact Fees and Amending Appendix A Schedule of Fees Section A16 to Increase Water Impact Fees (1st Read Held on May 7, 2024) - M. Moritz, Public Works Director**

13. Regular Agenda

- 1. Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.05 Sewers, Section 14.05.001 Connection and Appendix A Schedule of Fees to Add a Subsection (d) On Site Sewage Facilities (OSSF) (Septic Tanks) Fees to Appendix A Schedule of Fees, Article A8.000 Building and Construction Related Fees, to Allow Property Owners of Properties Over One-Half Acre in Size to Install On Site Sewage Facilities and to Provide for Permitting and Inspection Fees and Services (1st Read as Required by City Charter) - M. Moritz, Public Works Director**

There was a consensus among members of the City Council to remove the wording from the amendment, which would only allow this in Monte Robles Park.

This item will be placed on the June 04, 2024 Consent Agenda for a second read.

- 2. Presentation and Discussion on an Ordinance Authorizing a Budget Adjustment to Transfer Funds from the American Rescue Plan Fund (ARP) to the Enterprise Fund for Remaining ARP Funds (1st Read was Held on 05-21-2024) - C. Goering, Finance Director**

This item will be placed on the June 04, 2024, Consent Agenda for a second read.

- 3. Discussion and Possible Action to Elect a Mayor Pro-Tem - S. Passailaigue, City Secretary**

Councilor Rey Orozco nominated Councilor Philip Campos as Mayor Pro Tem for a one-year term. Councilor Will Bradshaw seconded the motion.

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Council Place 3 Campos, Council Place 4 Orozco, Council Place 5 Bradshaw

The motion passed unanimously.

- 14. Requests from Members of City Council to Add Items to Future Agendas – Per Section 3.10 (A) of the City of Leon Valley’s Code of Ordinances, at a Meeting of City Council, a Member of City Council May Place an Item on an Agenda by Making a Motion to Place the Item on a Future Agenda and Receiving a Second. No Discussion Shall Occur at the Meeting Regarding the Placement of the Item on a Future Agenda.**

None

15. Adjournment

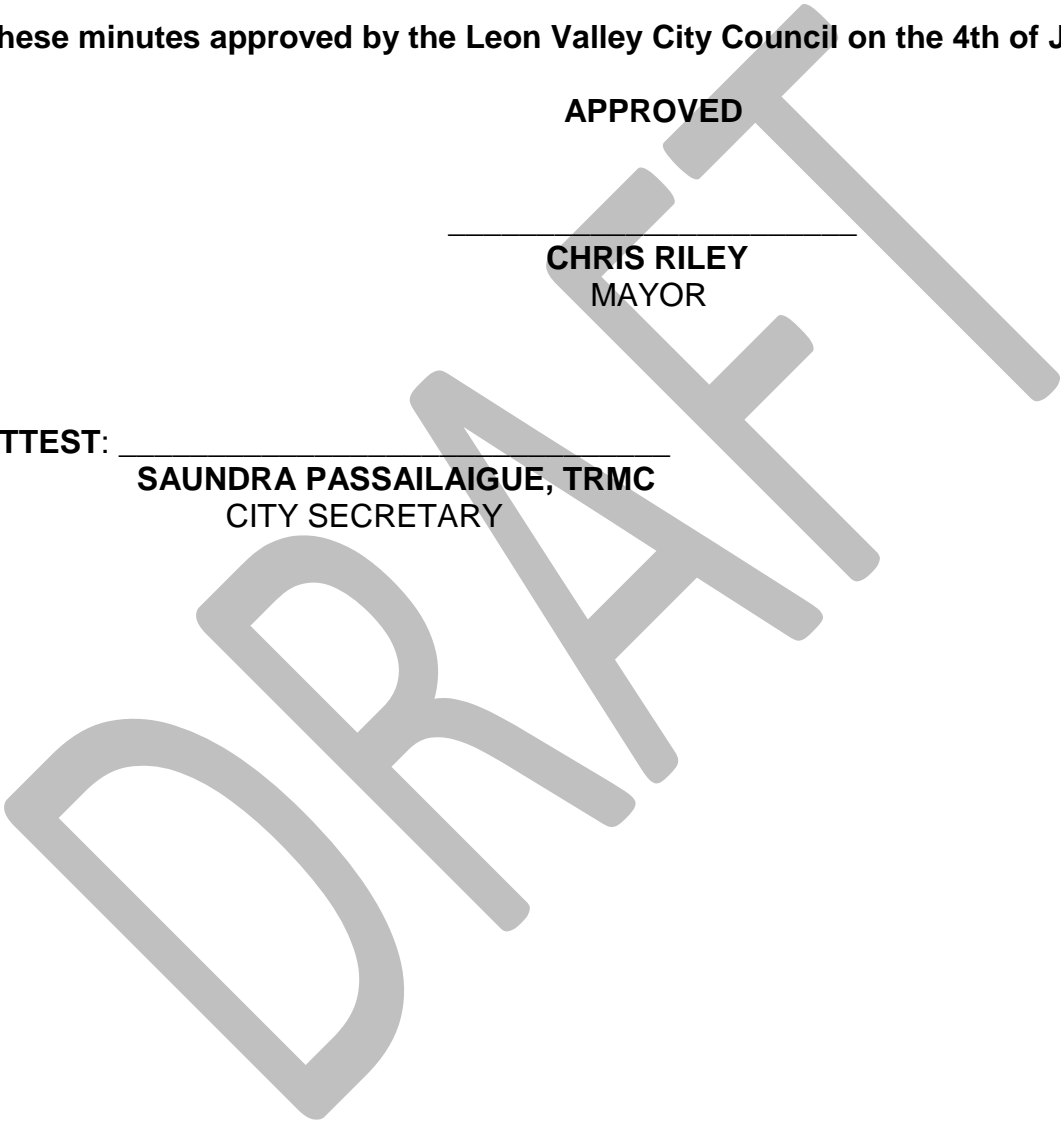
Mayor Riley announced that the meeting adjourned at 8:26 PM

These minutes approved by the Leon Valley City Council on the 4th of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

ATTEST: _____
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY



**PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
APRIL 11, 2024, MEETING MINUTES**

[Section].72.

The Park Commission of the City of Leon Valley, Texas met on the 11th day of April 2024, at 6:30 p.m., at the Leon Valley Ranches Park, 6208 El Verde Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

LEON VALLEY PARK COMMISSION MEETING, 6:30 P.M.

1. Call to Order, Pledge of Allegiance, and Determine if Quorum is Present.

Chair Roger Christensen called the Park Commission meeting to order at 6:30 p.m., with following Park Commissioners in attendance: Elaine Valdez, Thomas Benavides, Joyce Trent, Diane Frazer, and Nancy Marrufo. Absent were Vice-Chair Danielle Bolton, and Commissioners Ann Sawyer and Julie Carreon-Martinez. Also present was Staff Liaison Melinda Moritz and several residents of the El Verde neighborhood, including Mr. Matt Hodde, Mr. Evan Hodde, Mrs. Loretta Hodde, Mr. Jesse Barrera, Mrs. Cindy Henley, Mr. Christian Jarboe, and Ms. Abigail Flores. A letter was also received from Mr. Robert Harrison who also lives on El Verde Road.

2. Review and Approval of the March 14, 2024 Regular Park Commission Meeting Minutes.

Commissioner Maruffo made a motion to approve the minutes from the March 14, 2024 Regular Park Commission meeting. Commissioner Valdez seconded the motion, and the motion carried unanimously.

3. Citizens to be Heard.

A general discussion was held with the residents of El Verde Road regarding the proposed Leon Valley Ranches Park improvements. Concerns were centered around the possibility that homeless people might make use of a park as a sleeping area and that they might perpetrate crimes at the homes along El Verde. They further mentioned that there were very few children living in the area and that the City really needed more natural areas. The consensus was to leave the park as is, with some seeding for wildflowers. A request was made to remove the existing concrete slab, leave a trail wide enough for an ATV or city truck for maintenance of the trail, and install fencing to the fire station fence and at the end of El Verde next to the soccer field.

4. Old Business.

a. Discussion – Park Survey

Staff Liaison Moritz gave the Commissioners a copy of the revised Park Survey and asked for their review and approval. The Commissioners requested that a QR

code be inserted at the bottom, so that the survey could be answered online and informed staff that one of the numbers was wrong. The Commissioners recommended approval of the survey with these changes.

b. Discussion – Revising the Park Master Plan.

Staff Liaison Moritz directed the Commissioners attention to the document in their packet, with the proposed changes to the first 18 pages of the Master Plan. She then stated that Commissioner Valdez had submitted some changes as well and that those changes would be incorporated into the Plan. She then asked if the Commissioners would review one chapter of the plan at a time. The Commissioners noted their approval of both the style of the plan and the review period.

5. New Business.

a. None

b. Reports – Subcommittees

1. Pool Subcommittee - Commissioner Valdez stated that they had nothing to report.

2. Tree Subcommittee – Commissioner Benavides explained that the annual Arbor Day event that was typically held around Halloween needed to be solidified. A general discussion was held, and it was decided that Mr. Benavides should contact the librarian and find out what day the library events would be held, as well as the annual Trash and Treasure event hosted by the Northwest Senior’s Club.

6. Commissioner’s and Staff Comments.

Commissioner Valdez noted her enthusiasm for revising the Park Master Plan, as her background and work experience was in parks.

Commissioner Trent noted that she had been birdwatching and had noticed 28 different species in her backyard.

Commissioner Maruffo noted her appreciation for the neighborhood’s participation in the meeting and that she was glad for their input.

PARK COMMISSION OF THE CITY OF LEON VALLEY, TEXAS
APRIL 11, 2024, MEETING MINUTES

{Section}.72.

Commissioner Benavides noted that the old Oak tree next to the Hike & Bike Trail had died and needed to be removed.


Chair Christensen stated that he was also glad for the turnout from the neighbors.

7. Adjourn.

Commissioner Maruffo made a motion to adjourn the meeting. Commissioner Frazier seconded the motion and the motion carried unanimously. The meeting was adjourned at 7:38 p.m.



Roger Christensen - Chair



Date



**City of Leon Valley
PLANNING AND ZONING COMMISSION
MEETING MINUTES
6:30 PM – APRIL 23, 2024
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238**

1. CALL TO ORDER AND ROLL CALL

Chair Catherine Rowse called the Planning and Zoning Commission meeting to order at 6:44PM.

PRESENT

2 nd Vice-Chair	Andrea Roofe	Place 2
Commissioner	Pat Martinez	Place 4
Chair	Cassie Rowse	Place 5
1 st Vice-Chair	Erick Matta	Place 6
Commissioner	Richard Blackmore	Place 7
Commissioner	Hilda Gomez	Place 3
Commissioner	David Perry	Place 1
2 nd Alternate	Mary Ruth Fernandez	Seated to Vote
3 rd Alternate	Cynthia Koger	
Council Liaison	Benny Martinez	

Also present were Public Works Director Melinda Moritz, Mr. James Hoelscher, P.E. of Ardurra Inc, and Permit Technician Elizabeth Aguilar.

2. APPROVAL OF ZONING COMMISSION MINUTES

1. Planning & Zoning Commission - Regular Meeting - March 26, 2024

1st Vice-Chair Matta made a motion to approve the minutes as presented, which was seconded by Commissioner Blackmore. The motion carried unanimously.

3. NEW BUSINESS

1. Presentation, and Discussion to Consider a Recommendation to City Council Revising Chapter 15 Zoning, Article 15.02 Zoning Ordinance, Division 6, Districts, Boundaries, and Use Regulations, Section 15.02.327 "PD" Planned Development District - M. Teague, Planning and Zoning Director

Public Works Director Moritz presented proposed revisions to Chapter 15 Zoning, Division 6 Divisions, Boundaries, and Use Regulations, Section 15.02.327 Planned Development District, noting that there had been several comments from City Council members that applicants requesting this zoning change had been seemingly using it to circumvent the Board of Adjustment variance procedures, as they had proposed

traditional neighborhood layouts with only variances to the lot size and street width regulations.

A brief discussion was held regarding the original intent of the district regulations, procedures for revising the code, the need for inclusion of varied residential development designs, and lot area and size. Ms. Moritz stated that some of the regulations in the PDD section of code had been prohibited by law in the last legislative session and should be removed in any case. After discussion it was decided to postpone the item until staff could bring back some clear definitions of what qualifies as a Planned Development District to be included in the code revision.

Chair Rowse opened the public hearing at 7:07 p.m. asking if anyone wished to speak on this item. Seeing no one, Chair Rowse closed the public hearing at 7:07 p.m.

2nd Vice-Chair Roofe made a motion to table the item to the next meeting to allow staff to propose revised wording. The motion was seconded by 2nd Alternate Fernandez, and it carried unanimously.

Voting Yea: Chair Rowse and Commissioners Martinez, Matta, Blackmore, Gomez, Perry, Roofe and 2nd Alternate Fernandez.

Voting Nay: None

4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF

Chair Rowse reminded the Commissioner holding even number places to reapply for the position, and that the next meeting will be on May 28, 2024.

Public Works Director Melinda Moritz reminded the Commissioners there will be only one City Council meeting in June and that there would not be a Planning and Zoning Commission meeting that month.

Commissioner Blackmore reminded everyone to vote and that the Household Hazardous Waste event and the Coffee with the City Council meeting would be held on Saturday, May 27th.

5. ADJOURNMENT

Chair Rowse announced the meeting adjourned at 7:18PM.

These minutes were approved by the Leon Valley Planning & Zoning Commission on the 28th of May 2024.

APPROVED



ERICK MATTA
1ST VICE-CHAIR

ATTEST:



ELIZABETH AGUILAR
PERMIT TECHNICIAN



MAYOR AND COUNCIL COMMUNICATION

DATE: June 4, 2024

TO: Mayor and Council

FROM: Melinda Moritz, Public Works Director

THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT: Discussion and Possible Action to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.05 Sewers, Section 14.05.001 Connection to Allow Properties Over One Acre in Size to Install On Site Sewage Facilities if Not Within 300’ of the City’s Sanitary Sewer System Mains (1st Read Held on 5/21/24)

SPONSOR(S): None

PURPOSE & BACKGROUND

The purpose of this item is to consider approval of an Ordinance that would allow the installation of septic tanks on all lots over one acre in size that are connected to a public water system that are not within 300’ of the City’s sanitary sewer system, and to assure proper permitting and inspection.

Currently properties are required to connect to the City’s sanitary sewer system if they are within 300’ of a sewer main. Septic systems are allowed only in cases where a property is over one acre in size, is connected to the city’s water system, and is located in the Monte Robles Park subdivision. The only other exception is where connection is not feasible due to the topography of the land.

This change would allow any property over one acre in size located anywhere in the city to install a septic system, provided they are connected to the city’s water system, not within 300’ of the city’s sanitary sewer system mains, and the tanks are permitted and inspected by Bexar County.

FISCAL IMPACT

The city would not collect revenue for sewer service from these properties. The city would also not have to service any sewer mains or lateral lines to these properties.

RECOMMENDATION

At City Council discretion.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS, CITY COUNCIL, AMENDING THE LEON VALLEY CODE OF ORDINANCES, CHAPTER 14 UTILITIES TO AMEND ARTICLE 14.05 SEWERS, TO ALLOW ON SITE SEWAGE FACILITIES ON LOTS LARGER THAN ONE ACRE IN SIZE AT ANY PROPERTY WITHIN THE CITY, THAT ARE CONNECTED TO THE PUBLIC WATER SUPPLY, AND THAT ARE NOT WITHIN 300’ OF A PUBLIC SANITARY SEWER MAIN; PROVIDING AN EFFECTIVE DATE OF THE REVISION WITH PUBLICATION, AS REQUIRED BY LAW, PROVIDING A SAVINGS CLAUSE; AND PROVIDING A CONFLICTS PROVISION.

WHEREAS, several areas of the City contain properties that have a private on-site sewage facility (OSSF) (septic tank); and

WHEREAS, State law allows property owners of properties that are connected to a public water supply to install and maintain OSSF’s if the properties are over one acre in size; and

WHEREAS, there are several areas of the city, developed and undeveloped, that are or could be over one acre in size, that are or will be connected to a public water supply, and are not within 300’ of the city’s sanitary sewer system, and the installation of an OSSF may be of economic advantage to the property owner;

WHEREAS the city currently has no mechanism for permitting or inspecting the installation of such systems and desires to have Bexar County permit and inspect them to affirm such systems are installed properly and maintained according to local, state, and federal laws and regulations;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

SECTION 1. That the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.05 Sewers be amended as follows:

“Sec. 14.05.001 - Connection

(a) Required. Every residence, place of business, or other building or place where persons reside, congregate, or are employed, which abuts a street in which there is a public sanitary sewer, or the lot or tract of land which is at any point within 300 feet of a public sanitary sewer, within the city, shall be connected to the sewer, by the owner or agent of the premises, in the most direct manner possible, and with a separate connection for each home, building or place except for lots which meet all of the following criteria:

- (1) The lot is a minimum of one acre in area;

(2) The lot is served by a public water source; ~~and~~

~~(3) The lot is located in the Monte Robles Subdivision.~~

(3) An On-Site Sewage Facility (OSSF) (septic system) is designed, constructed, inspected, and maintained in accordance with local, state, and federal laws and regulations; and

(4) A permit and subsequent satisfactory inspections have been obtained through the Bexar County Department of Environmental Services for the installation of an On-Site Sewage Facility.

(b) A permit fee shall be charged for connection of the plumbing fixtures of any house, residence, structure or building equipped with one or more plumbing fixtures to any sewer line or pipe, or septic system connected with or destined to be connected with the sanitary system of any franchisee of this city or to the sewer system of the City of San Antonio, and connection of such fixtures, without first paying said fee and obtaining such permit is hereby declared to be an offense.

(c) Penalty. The connection of any plumbing fixture in any building to a sanitary sewer line in the city connected to any franchisee of this city or to the sewer system of the City of San Antonio without first paying said fee and obtaining such permit is hereby declared to be an offense.”

SECTION 2. This ordinance shall become effective on and after its passage, approval and the meeting of all publication requirements as provided by law.

SECTION 3. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict. All provisions, sections and sub-sections set forth in the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.05 Sewers not revised or amended herein shall remain in effect.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 4th day of June 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

City Attorney

On Site Sewage Facilities (OSSF) (Septic Tanks) in Leon Valley

City Council Meeting

June 4, 2024

Melinda Moritz, Public Works Director

Summary

- Should the City Council approve an Ordinance allowing the installation of septic tanks on lots one acre or larger anywhere in the city if the property is not within 300' of a sanitary sewer main?
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - At City Council discretion

Purpose

- LVCC Chapter 14 Utilities, Article 14.05, Section 14.05.001 Connection states:
 - Every residence, place of business, or other building or place where persons reside, congregate, or are employed, which abuts a street in which there is a public sanitary sewer, or the lot or tract of land which is at any point within 300 feet of a public sanitary sewer, within the city, shall be connected to the sewer, by the owner or agent of the premises, in the most direct manner possible, and with a separate connection for each home, building or place except for lots which meet all of the following criteria

Purpose

- Exceptions are:
 - The lot is a minimum of one acre in area;
 - The lot is served by a public water source; and
 - The lot must be located in the Monte Robles Subdivision
- The City has allowed 2 septic systems in the past 2 years
 - One in Monte Robles Park
 - One on Althea (not w/i 300' of a sewer main)
- Systems were designed by engineer, then inspected by engineer & Building Inspector

Purpose

- Staff has received inquiries from several residents with septic systems in both Monte Robles Park and in Castle Estates subdivisions
- They want to collapse their systems and connect to the City's sewer main as their tanks had failed
- Property owners are required to keep maintenance records annually, but most don't
- City charges monthly fee for sewer disposal & treatment, which assures wastewater is properly disposed of

Fiscal Impact

- The city would not collect revenue for sewer service from these properties
- The city would also not have to service any sewer mains or lateral lines to these properties
- Bexar County would be the permitting and inspection authority over the installation and maintenance of these tanks

Recommendation

- Staff recommends:
 - Amending current ordinance to allow septic systems on all lots over 1 acre – not just in Monte Robles Park, as long as they are not within 300’ of the city’s sanitary sewer system
 - Amending the Code to assure proper permitting and inspection by Bexar County

MAYOR AND COUNCIL COMMUNICATION

DATE: JUNE 4, 2024

TO: Mayor and Council

FROM: Carol Goering, Finance Director

THROUGH: Crystal Caldera, City Manager

SUBJECT: Presentation and Discussion to Consider Approval of an Ordinance Authorizing a Budget Adjustment in the amount of \$92,481 to Transfer Funds from the American Rescue Plan (ARP) to the Enterprise Fund for Remaining ARP Funds.

SPONSOR(S): N/A

PURPOSE

This M & C requests approval for a budget adjustment, which will Transfer Funds from the American Rescue Plan (ARP) to the Enterprise Fund for Remaining ARP Funds.

FISCAL IMPACT

The reallocation of the remaining ARP Funds will be transferred to the Enterprise Fund.

RECOMMENDATION

APPROVED : _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL AUTHORIZING A FISCAL YEAR 2023-24 AMERICAN RESCUE PLAN FUND AND ENTERPRISE FUND BUDGET ADJUSTMENT IN THE AMOUNT OF \$92,481 FOR THE PURPOSE OF ALLOCATING REMAINING FUNDS TO THE ENTERPRISE FUNDS; PROVIDING FOR REPEALER, SEVERABILITY AND SAVING CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Leon Valley has already approved their FY 2023-2024 Budget on September 05, 2023; and

WHEREAS, it has been determined that funding should be added to the FY 2023-2024 budget; and

WHEREAS, it is necessary to adjust the American Recuse Plan Fund and the Enterprise Fund budget by a total amount of \$92,481

WHEREAS, Texas Local Government Code Section 102-0120 provides that a municipality is not prohibited from making changes to a budget for municipal purposes; and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

SECTION 1. The American Rescue Plan Fund and the Enterprise Fund budget is hereby adjusted with a transfer from the American Rescue Plan to the Enterprise Fund in the amount of \$92,481.

SECTION 2. The financial allocations in this Ordinance are subject to approval by the Finance Director. The Finance Director may, subject to concurrence by the City Manager or the City Manager’s designee, correct allocations as necessary to carry out the purpose of this Ordinance.

SECTION 3. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph, or section of this Ordinance.

SECTION 4. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

SECTION 5. This Ordinance shall become effective immediately upon its passage and

publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley
this the 4th day of June, 2024.

APPROVED

CHRIS RILEY

MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC

City Secretary

Approved as to Form:

ARTURO D. "ART" RODRIGUEZ

City Attorney

Approval of an Ordinance
Authorizing a Budget Adjustment to
Transfer funds from the American Rescue Plan
Fund (ARP) to the Enterprise Fund for Remaining
ARP Funds.

Carol Goering, Finance Director
City Council Meeting
June 4, 2024

Summary

- Question
 - City Council is being asked to consider approval of an Ordinance authorizing budget adjustments for the FY 2023-2024 budget in the amount of \$92,481 for transfers from the American Rescue Plan (ARP) Fund to the Enterprise Fund for unused and unallocated ARP funds.
- Options
 - Recommended:
 - Approve the budget adjustment that will transfer funds from the American Rescue Plan (ARP) to the Enterprise Fund for the Remaining ARP Funds.
 - Deny approval of the budget adjustment.
- Declaration
 - These funds were unused and unallocated for fiscal year 2024. This will finalize the ARP Funds.

Recommendation

- It is recommended that City Council approve an Ordinance authorizing budget adjustments for the FY 2023-2024 budget for transfers from the American Rescue Plan Fund to the Enterprise Fund in the amount of \$92,481.

Approval of an Ordinance
Authorizing a Budget Adjustment to
Transfer funds from the American Rescue Plan
Fund (ARP) to the Enterprise Fund for Remaining
ARP Funds.

Carol Goering, Finance Director
City Council Meeting
June 4, 2024

MAYOR AND CITY COUNCIL COMMUNICATION

DATE: June 4, 2024
TO: Mayor and City Council
FROM: Roque Salinas, Economic Development Director
THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT: Presentation, Discussion and Possible Action to Consider Approval of a Variance Request to Chapter 3 Building Regulations, Article 3.05 Fences, Section 3.05.005 Dimension and Appearance, Subsection (a) Residential Fences (1)(a) to Allow a Fence Height Greater Than 44” in the Required Front Yard, Located at 6618 Adair drive.

PURPOSE:

The property owner wishes to construct a fence with a wrought iron gate that would be more than 44” high in his required front yard. The proposed fence will be at a height of 72 inches and the gate will reach a maximum height of 84 inches at its highest point.

FISCAL IMPACT:

The applicant has paid all fees associated with a variance but will have to pay a fee for a fence permit if approved.

RECOMMENDATION:

At council discretion.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, GRANTING A VARIANCE TO THE CITY OF LEON VALLEY CODE OF ORDINANCES, CHAPTER BUILDING REGULATIONS, ARTICLE 3.05 FENCES, SECTION 3.05.005 DIMENSION AND APPEARANCE, SUBSECTION (A)(1)(A) TO ALLOW A FENCE HEIGHT OF OVER FORTY-FOUR INCHES IN THE REQUIRED FRONT YARD, LOCATED AT 6618 ADAIR DRIVE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Leon Valley, as a Home Rule Municipality, derives its powers from its Home Rule Charter and is limited in authority only by express provisions of the Texas Constitution and the State statutes; and

WHEREAS, in accordance with such powers, the City Council adopted Chapter 3 Building Regulations, Article 3.05 Fences to regulate the construction, maintenance, repair and replacement of fences within the City's cooperate limits; and

WHEREAS, Section 3.05.004 provides that City Council may authorize variances to the requirements of Article 3.05, granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property in the area; and

WHEREAS, in granting a variance, the Council shall prescribe only conditions that it deems necessary to or desirable in the public interest; and

WHEREAS, the City Council has found that the request meets the criteria established by Section 3.05.004 of the City Code for granting variances; and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

SECTION 1. The Leon Valley City Council hereby grants a variance from the regulations found in LVCC Chapter 3 Building Regulations, Article 3.05 Fences, Section 3.05.005 Dimension and Appearance, Subsection (a)(1)(a) to allow a fence height of over 44' in the required front yard, specifically for a fence and gate not to exceed 84" in height, to be located at 6618 Adair Drive.

SECTION 2. Findings. City Council grants the variance according to the request and makes the following findings as prescribed by Section 3.05.004 of the City Code:

- (1) The granting of the variance will not be detrimental to the public health, safety or welfare, or injurious to other property in the area.
 - a. Finding - Affirmative

SECTION 3. Expiration. This variance shall not expire.

SECTION 4. Recitals. The recitals contained in the preamble hereof are hereby found to

be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION 5. Conflicts. All Resolutions and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

SECTION 6. Savings. That all rights and privileges of the City are expressly saved as to any and all violations of the provision of any Resolutions repealed by this Resolution which have accrued at the time of the effective date of this Resolutions; and, as to such accrued violation and all pending litigation, both civil and criminal, whether pending in court or not, under such Resolutions, same shall not be affected by this Resolution but may be prosecuted until final disposition by the courts.

SECTION 7. Severability. This Resolution is not severable.

SECTION 8. TOMA compliance. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 9. Effective date. This Resolution shall be effective upon the date of final adoption hereof and any publication required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 4th day of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE
City Secretary, TRMC

Approved as to Form:

ARTURO D. 'ART' RODRIGUEZ
CITY ATTORNEY

Consider Approval of a Variance Fence & Gate Height

Roque Salinas, MPA

Director of Economic Development

City Council Meeting 6/4/2024

Background

- Question
- Should the City Council grant a variance to allow the property owner at 6618 Adair to install a fence and gate over 44' high in the required front yard?
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - At City Council discretion

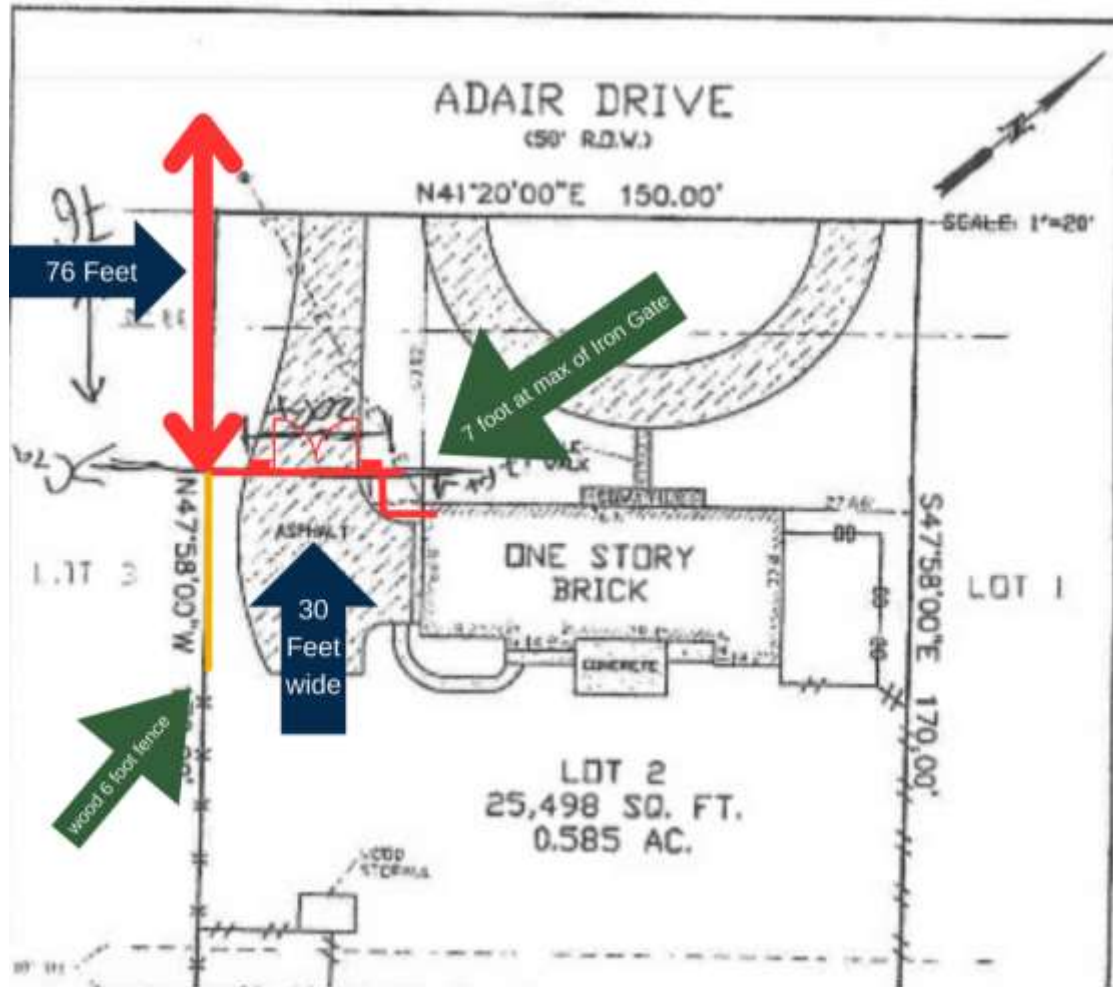
Background

- Property owner at 6618 Adair would like to install an ornamental iron fence and gate in his required front yard
- Fence would be at a height of 72” and the gate would be at a maximum height of 84” at it’s tallest point
- The Code Allows for fences of this height if the property is one acre or more, but the applicant’s lot is just over ½ acre
- Because the lot is less than acre, fences in the front yard are limited to 44” in height
- Subdivision is rural in nature and the proposed fence & gate would be appropriate for the area

Property



Plan



Proposed Site & Gate



Fiscal Impact

- The owner has paid all fees associated with the variance application
- If approved, owner would pay for a fence permit

Recommendation

- At City Council discretion

MAYOR AND COUNCIL COMMUNICATION

DATE: June 4, 2024
TO: Mayor and City Council
FROM: Roque Salinas, Director of Economic Development
THROUGH: Crystal Caldera, Ph.D., City Manager
SUBJECT: Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, A8.003 Plan Review Fee Assessment, to Add a Subsection (c) Re-Review Plan Fee (1st Read as Required by City Charter), R. Salinas, Director of Economic Development.

SPONSOR(S): N/A

PURPOSE

While reviewing fees being charged for plan review, it was discovered that several reviews were being performed after the initial review and that the applicants were not being charged for these subsequent reviews. The City Engineer, Building, and Health Inspectors charge the city for these subsequent reviews, which results in a revenue loss to the City when applications have multiple plan reviews performed.

This new fee will place the City of Leon Valley in line with other Cities in the area, that do charge additional fees for subsequent reviews as part of their fee schedule. The addition of this fee is vital to assure that Leon Valley Planning and Zoning department continues to generate enough revenue to be financially self-sufficient.

FISCAL IMPACT

The new fee will be a flat \$150.00 for additional plan reviews. The addition of the fee will increase revenue for the general fund.

RECOMMENDATION

Staff recommends approval of the Ordinance as presented.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS, CITY COUNCIL, AMENDING THE LEON VALLEY CODE OF ORDINANCES, APPENDIX A FEE SCHEDULE, ARTICLE A8.003 PLAN REVIEW FEE ASSESSMENT, TO ADD A SUBSECTION (c) RE-REVIEW PLAN FEE; PROVIDING AN EFFECTIVE DATE OF THE REVISION WITH PUBLICATION, AS REQUIRED BY LAW, PROVIDING A SAVINGS CLAUSE; AND PROVIDING A CONFLICTS PROVISION.

WHEREAS, A review of the current fee schedule was performed, and it was discovered that a re-review fee for plan reviews should be included in the fee schedule;

WHEREAS, the new fee will reduce revenue loss to the city where applications have multiple plan review by City inspectors.

WHEREAS, the new fee will place the City of Leon Valley in line with other Cities in the area that do charge re-review fees as a part of their fee schedule.

WHEREAS, the addition of this fee is vital to assure that Leon Valley Planning and Zoning department continues to generate enough revenue to be financially self-sufficient.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

SECTION 1. The Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 - Building and Construction Related Fees, A8.003 Plan Review Assessment Fee is amended to add a Subsection (c) as follows:

“(c) Re-review fees. \$150.00.”

SECTION 2. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph or section of this Ordinance.

SECTION 3. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

SECTION 4. This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 16th day of July 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

Saundra Passailaigue, TRMC
CITY SECRETARY

Approved as to Form:

ARTURO D. 'ART' RODRIGUEZ
CITY ATTORNEY

Consider Amending LVCC Appendix A Fee Schedule Building Plan Re-Review Fee

Roque Salinas, MPA

Director of Economic Development

City Council Meeting 6/4/2024

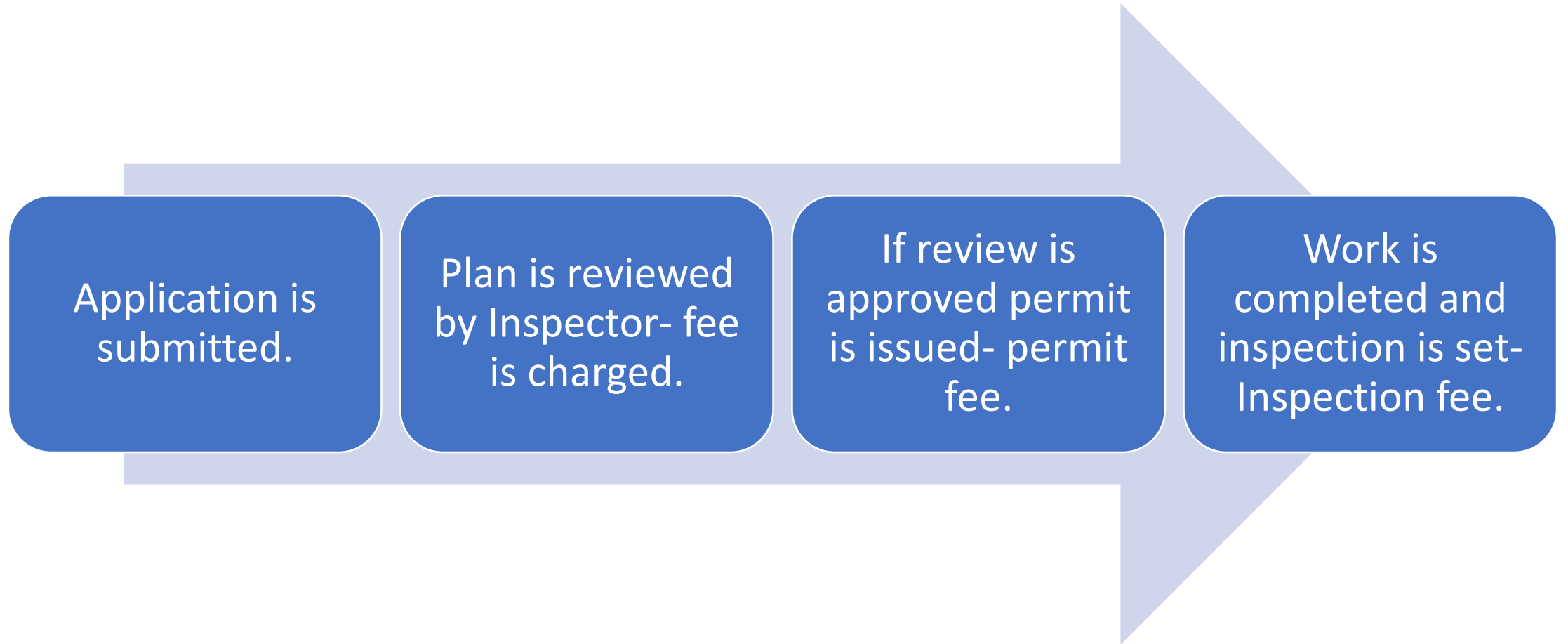
Summary

- Should the City Council approve an Ordinance Adding a Plan Re-Review Fee?
- Options
 - Approve
 - Deny
 - Other
- Declaration
- It is recommended that the fee be adopted to reduce the loss of revenue due to the lack of a re-review fee

Permits Impacted

1. Access/Driveway Permit (Commercial)
2. Access/Driveway Permit (Residential)
3. Building - Accessory (Commercial)
4. Building - Accessory (Residential)
5. Building - Demolition (only) (Commercial)
6. Building - Demolition (only) (Residential)
7. Building - Foundation Repair (Commercial)
8. Building - Foundation Repair (Residential)
9. Building - New Construction (Commercial)
10. Building - New Construction (Residential)
11. Building - Remodel (Commercial)
12. Building - Remodel (Residential)
13. Building Additions (adding over 500sf of impervious area) (Residential)
14. Building Solar (Commercial)
15. Building Solar (Residential)
16. Fence Permit (Commercial)
17. Fence Permit (Residential)
18. Pool Permit (Residential)
19. Sidewalk Permit (Residential)
20. Sign - Permanent (Commercial)
21. Sign - Temporary (Commercial)

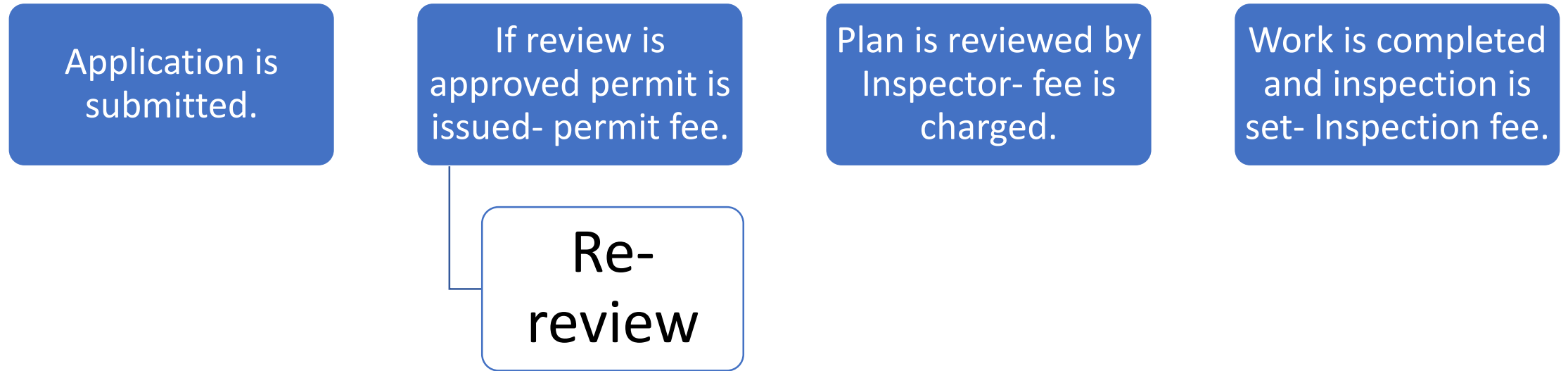
Permit process 1



Permit process 1- fiscal impact

Project Type	Plan review	Inspection PAID	Total paid fees	Permit cost	Profit/(loss)
Building - New Construction (Commercial)	\$ 95.00	\$ 60.00	\$ 155.00	\$257.04	\$102.04

Permit process 2



Permit process 2- fiscal impact

- The City charges a variable fee only on the first inspection (min. fee of \$100)
- If plans are not approved during the review process, the inspector sends them back to the applicant for corrections
- Applicant resubmits when corrected
- There is no fee for this process; however, per contract, the Inspector is paid for all reviews by the city
- In some cases, plans are reviewed more than 2 times
- After the 2nd review, the City loses money on that permit
- This fee will correct that issue

Permit process 1- fiscal impact

Example of a Business –

Where the city is losing money.

Project Type	Plan review	Inspection PAID	Total paid fees	Permit cost	Profit/(loss)
Building - New Construction (Commercial)	\$ 475.00	\$ 60.00	\$ 535.00	\$94.50	(440.50)

Fiscal Impact

- The amendment to the Ordinance adds a flat fee of \$150.00 for subsequent plan reviews
- Funds are deposited into General Fund, which pays for all department expenses

Recommendation

- Amend Appendix A Fee Schedule to add a fee for subsequent plan reviews

MAYOR AND COUNCIL COMMUNICATION

DATE: June 4, 2024

TO: Mayor and Council

FROM: Roque Salinas, Director of Economic Development

THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT: Presentation And Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit to Increase Fees for Curb Cut and Sidewalk Permits

SPONSOR(S): N/A

PURPOSE

A review of the current fees being charged for curb cuts and sidewalk permits was performed and it was discovered that the fees being charged do not recover the costs being invoiced to the city by the Building Inspector and for staff processing time.

Current

The current fee for each permit is \$75.00 for initial permit issuance and an additional \$75.00 for the reinspection fee.

Building Inspector charges:	
Steel inspection	\$ 65.00
Concrete pour	\$ 65.00
Total	<u>\$130.00</u>
Loss to City	\$ 55.00
City Reinspection fee	\$ 75.00
Building Inspector reinspection fee	<u>\$ 65.00</u>
Profit to City	\$ 10.00
Net loss to city	\$ 45.00

Proposed

Sec. A8.006 Curb cut permit

Commercial:	\$275.00, includes initial and final inspection only.
Residential:	\$175.00, includes initial and final inspection only.
Resubmittal of plan for review	\$150.00

Commercial reinspection: \$150.00
Residential reinspection: \$100.00

Sec. A8.018 Sidewalk permit

Commercial: \$275.00, includes initial and final inspection only.
Residential: \$175.00, includes initial and final inspection only.
Resubmittal of plan for review: \$150.00 flat fee

Commercial reinspection: \$150.00.
Residential reinspection: \$100.00.

FISCAL IMPACT

The fee increase will reduce revenue loss to the city for curb cut and sidewalk permits and will place the City of Leon Valley in line with fees being charged by other cities in the area. The increase of this fee will ensure the Leon Valley Planning and Zoning department continues to generate sufficient revenue to be financially self-sufficient.

RECOMMENDATION

Staff recommends approval of an Ordinance amending LVCC Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit to increase fees for these permits.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ORD. NO.

AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS, CITY COUNCIL, AMENDING THE CITY OF LEON VALLEY CODE OF ORDINANCES, APPENDIX A FEE SCHEDULE, ARTICLE A8.000 BUILDING AND CONSTRUCTION RELATED FEES, SECTION A8.006 CURB CUT PERMIT AND SECTION A8.018 SIDEWALK PERMIT TO INCREASE FEES FOR SUCH PERMITS; PROVIDING AN EFFECTIVE DATE OF THE REVISION WITH PUBLICATION, AS REQUIRED BY LAW, PROVIDING A SAVINGS CLAUSE; AND PROVIDING A CONFLICTS PROVISION.

WHEREAS, while reviewing fees being charged for plan review, it was discovered that additional reviews were being performed and that applicants were not being charged for these subsequent reviews, and that the fee for the number of inspections required were also not being recovered;

WHEREAS, the City Building Inspector invoices the city for any subsequent reviews and inspections, which results in a revenue loss to the city; and

WHEREAS, the increase of these fees ensures that the Leon Valley Planning and Zoning department continues to generate enough revenue to be financially self-sufficient;

WHEREAS, the City Council now desires to amend Appendix A Fee Schedule, Article A 8.000 Building and Construction Related Fees, Sections A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit to increase these fees;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

SECTION 1. The Leon Valley Code of Ordinances Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit are hereby amended as follows:

“Sec. A8.006 Curb Cut Permit

- (a) Commercial: \$275.00 (includes initial and final inspection only.
- (b) Residential: \$175.00 (includes initial and final inspection only.
- (c) Resubmittal of plans for review: \$150.00 flat fee.
- (d) Commercial reinspection: \$150.00.
- (e) Residential reinspection: \$100.00.”

“Sec. A8.018 Sidewalk Permit

- (a) Commercial: \$275.00 (includes initial and final inspection

- (b) Residential: only.
\$175.00 (includes initial and final inspection only.)
- (c) Resubmittal of plans for review. \$150.00 flat fee
- (d) Commercial reinspection: \$150.00.
- (e) Residential reinspection: \$100.00.”

SECTION 2. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph or section of this Ordinance.

SECTION 3. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

SECTION 4. This Ordinance shall become effective immediately upon its passage and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 16th day of July, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE
City Secretary, TRMC

Approved as to Form:

ARTURO D. ‘ART’ RODRIGUEZ
CITY ATTORNEY

Consider Amending LVCC, Appendix A Fee Schedule Increase Curb Cut and Sidewalk Permit Fees

Roque Salinas, MPA

Director of Economic Development

City Council Meeting 6/4/2024

Summary

- Question
 - Should the City Council increase fees being charged for curb cut and sidewalk permits to recover out of pocket costs to the city for review, inspection, and staff processing associated with this work?
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - Staff recommends increasing fees for curb cut and sidewalk permits to recover out of pocket costs associated with the review and inspection of these two permits

Current process

- Application is received by the City
- Permit Fee \$75
- Building Inspector charges:
 - Steel inspection \$65
 - Concrete pour \$65
 - Total \$130
 - Loss to City ~~\$55~~

 - City Reinspection fee \$75
 - Building Inspector reinspection fee \$65
 - Profit to City \$10
- **Net loss to city \$45**
- Current fees do not cover initial review, inspection, and staff processing time - City is losing funds on this permit
- Increase in fees will address the issue

Proposed Fees

Sec. A8.006 Curb cut permit

- A. Commercial: \$275.00, includes initial and final inspection only.
- B. Residential: \$175.00, includes initial and final inspection only.
- C. Commercial reinspection: \$150.00.
- D. Residential reinspection: \$100.00.
- E. Resubmittal of plan for review: \$150.00 flat fee.

Sec. A8.018 Sidewalk permit

- A. Commercial: \$275.00, includes initial and final inspection only.
- B. Residential: \$175.00, includes initial and final inspection only.
- C. Commercial reinspection: \$150.00.
- D. Residential reinspection: \$100.00.
- E. Resubmittal of plan for review: \$150.00 flat fee.

Fiscal Impact

- Fees will recover costs associated with the permitting, processing, and inspection of these 2 permits
- Funds are deposited to the General Fund which pays for Planning and Zoning Department operations
- Funds are in keeping with other cities that issue similar permits

Recommendation

- Staff recommends approving an Ordinance amending Appendix A Fee Schedule to increase the fees for curb cut and sidewalk permits

Exhibit A

Sec. A8.006 Curb cut permit

- A. Commercial \$275.00, Includes initial and final inspection only.
- B. Residential \$175.00, Includes initial and final inspection only.
- C. Commercial reinspection- \$150.00.
- D. Residential reinspection- \$100.00.
- E. \$150.00 flat fee for the resubmittal of plans for review.

Sec. A8.018 Sidewalk permit

- A. Commercial \$275.00, Includes initial and final inspection only.
- B. Residential \$175.00, Includes initial and final inspection only.
- C. Commercial reinspection- \$150.00.
- D. Residential reinspection- \$100.00.
- E. \$150.00 flat fee for the resubmittal of plans for review.

MAYOR AND COUNCIL COMMUNICATION

DATE: June 04, 2024

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Discussion and Possible Action of a Resolution of the City of Leon Valley, TX., City Council Appointing Members, Alternates, and a Council Liaison to the Board of Adjustment

SPONSOR(S): (N/A)

PURPOSE

The purpose of this item is to appoint Members and Alternates to the Board of Adjustment for a term of two-years to expire on June 30, 2026

This item is also to appoint a Council Liaison to the Board of Adjustment for a term of one-year to expire on June 30, 2025.

THE FOLLOWING APPLICATIONS WERE SUBMITTED:

Linda Barker – Received 03-25-2024
Danielle Bolton – Received 05-14-2024

FISCAL IMPACT

None

STRATEGIC GOALS

Not applicable

RECOMMENDATION

City Council Discretion

The following information is provided for City Council consideration. Names highlighted in yellow have terms that are expiring.

BOARD OF ADJUSTMENT - Coterminous with the Mayor

BOARD OF ADJUSTMENT		
Name	Position	Term
Betty Heyl	Board Member	Term Expires: 5/31/2024
Danielle Bolton	Board Member	Term Expires: 5/31/2024
Yvonne Orozco	Board Member Vice-Chair	Term Expires: 5/31/2024
Stephen Parker	Board Member	Term Expires: 5/31/2024
Brian Sawyer	Board Member	Term Expires: 5/31/2024
David Siege	1st Alternate	Term Expires: 5/31/2024
Vacant	2nd Alternate	Term Expires: 5/31/2024
Vacant	3rd Alternate	Term Expires: 5/31/2024
Vacant	4th Alternate	Term Expires: 5/31/2024
Councilor Will Bradshaw	Council Place 5 Council Liaison	Term Expires: 5/31/2023
Mindy Teague	Planning/Zoning Director Staff Liaison	Term Expires: N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION NO. 24-0__R

A RESOLUTION OF THE CITY OF LEON VALLEY, TX., CITY COUNCIL APPOINTING MEMBERS, ALTERNATES, AND A COUNCIL LIAISON TO THE BOARD OF ADJUSTMENT

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

The following individual(s) are hereby appointed as Members to the **Board of Adjustment** with a term expiring June 30, 2026:

The following individual(s) are hereby appointed as Alternates to the **Board of Adjustment** with a term expiring June 30, 2026:

The following individual is hereby appointed as Council Liaison to the **Board of Adjustment** with a term expiring June 30, 2025:

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

That the appointment of the aforementioned individual(s) to the Leon Valley Board of Adjustment and that the term become effective June 30, 2024.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 4th day of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC, City Secretary

Approved as to Form: _____
ARTURO D. "ART" RODRIGUEZ, City Attorney

Discussion and Possible Action of a Resolution of the City of Leon Valley, TX., City Council Appointing Members, Alternates, and a Council Liaison to the Board of Adjustment

Sandra Passailaigue, TRMC
City Secretary
City Council Meeting
June 04, 2024

Summary

- Question
 - **City Council is being asked to consider applications for appointment to various boards, committees, and commissions.**
- Options
 - Recommended:
 1. Make the appointments.

Purpose

- Discussion and Possible Action of a Resolution Appointing a Members, Alternates, and a Council Liaison to the Board of Adjustment.
 - The purpose of this item is to:
 1. To present to City Council all City of Leon Valley applications on file for consideration(2-year term)
 - **Applications were submitted by the following:**
 - » Linda Barker – Received 03-25-2024
 - » Danielle Bolton – Received 05-14-2024
 2. Appoint or re-appointment a Council Liaison (1-year term)

Current Board of Adjustment

BOARD OF ADJUSTMENT		
Name	Position	Term
Betty Heyl	Board Member	Term Expires: 5/31/2024
Danielle Bolton	Board Member	Term Expires: 5/31/2024
Yvonne Orozco	Board Member Vice-Chair	Term Expires: 5/31/2024
Stephen Parker	Board Member	Term Expires: 5/31/2024
Brian Sawyer	Board Member	Term Expires: 5/31/2024
David Siege	1st Alternate	Term Expires: 5/31/2024
Vacant	2nd Alternate	Term Expires: 5/31/2024
Vacant	3rd Alternate	Term Expires: 5/31/2024
Vacant	4th Alternate	Term Expires: 5/31/2024
Councilor Will Bradshaw	Council Place 5 Council Liaison	Term Expires: 5/31/2023
Mindy Teague	Planning/Zoning Director Staff Liaison	Term Expires: N/A

Attendance Roster: Board of Adjustment

Board of Adjustment	Active Member	11/6/2023	1/11/2024	1/17/2024	Column6	Column7	Column8	Column9	Column2	Column3
Betty Heyl - 1st Vice-Chair	Yes	X	X	X						
Danielle Bolton	Yes	T	(A)	T						
Yvonne Orozco - Chair	Yes	X	X	X						
Stephen Parker - 2nd Vice-Chair	Yes	X	X	X						
Bryan Sawyer	Yes	T	X	X						
David Siege - 1st Alternate	Yes	X	A	(A)						
Will Bradshaw - Council Liaison		A	A	A						
X = Present						T = Tardy				
A = Absent						(A) = Excused by Chair				

MAYOR AND COUNCIL COMMUNICATION

DATE: June 04, 2024
TO: Mayor and Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Dr. Crystal Caldera, City Manager
SUBJECT: Discussion and Possible Action on a Resolution Appointing Members to the Citizen’s Police Advisory Committee
SPONSOR(S): (N/A)

PURPOSE

The purpose of this item is to have appointments or reappointments made by Council Place 2, 4, and Mayor Chris Riley; and to appoint a Council Liaison; and to present to City Council all City of Leon Valley applications on file for consideration.

THE FOLLOWING APPLICATIONS ON FILE:

- Tina Chasan – Received 03-26-2024.
- Kim Crawford – Received 04-05-2024.
- Melissa Zavala – Received 04-16-2024.
- Erick Matta – Received 05-21-2024.
- Joshua Stevens – Received 05-29-2024.
- Olen Yarnell – Received 05-30-2024.

FISCAL IMPACT

None

RECOMMENDATION

City Council Discretion

The following information is provided for City Council consideration. Names highlighted in yellow have terms that are expiring.

CITIZENS POLICE ADVISORY COMMITTEE - Coterminous with the Mayor

CITIZEN'S POLICE ADVISORY COMMITTEE		
Name	Position	Term
Manuel Rubio	Committee Member Council Place 1 Appointment	Term Expires: 6/30/2025
Darby Riley	Committee Member Council Place 1 Appointment	Term Expires: 6/30/2025
Erick Matta	Chair Committee Member Council Place 2 Appointment	Term Expires: 5/31/2024
Ryan Brill	Committee Member Council Place 2 Appointment	Term Expires: 5/31/2024
Andrea Roofe	Committee Member Council Place 3 Appointment	Term Expires: 6/30/2025
Richard Blackmore	Committee Member Council Place 3 Appointment	Term Expires: 6/30/2025
Kim Crawford	Committee Member Council Place 4 Appointment	Term Expires: 5/31/2024
Bill Stannard	Committee Member Council Place 4 Appointment	Term Expires: 5/31/2024
Frank Gonzalez	Committee Member Council Place 5 Appointment	Term Expires: 6/30/2025
Michelle Rawls	Committee Member Council Place 5 Appointment	Term Expires: 6/30/2025
Olen Yarnell	Committee Member Mayor's Appointment	Term Expires: 6/30/2024
Tina Chasan	Committee Member Mayor's Appointment	Term Expires: 5/31/2024
Betty Heyl	Committee Member Mayor's Appointment	Term Expires: 5/31/2024
Councilor Rey Orozco	Mayor Pro-Tem, Council Place 4 Council Liaison	Term Expires: 5/31/2024
Kasey Burleson	Patrol LT. LVPD Staff Liaison	N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION NO. 24-0__R

A RESOLUTION OF THE CITY OF LEON VALLEY, TX., CITY COUNCIL APPOINTING MEMBERS TO THE CITIZENS POLICE ADVISORY COMMITTEE.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

1. The following individuals are hereby appointed as members to the **Citizens Police Advisory Committee** with a term expiring June 30, 2025:

Mayor Appointment - _____

Mayor Appointment - _____

Mayor Appointment - _____

Place 2 Appointment - _____

Place 2 Appointment - _____

Place 4 Appointment - _____

Place 4 Appointment - _____

2. The following individuals are hereby appointed as members to the **Citizens Police Advisory Committee** with a term expiring June 30, 2026:

Mayor's Appointment - _____

3. The following individual hereby appointed as Council Liaison to the **Citizens Police Advisory Committee** with a term expiring June 30, 2025:

Councilor _____

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

That the appointment of the aforementioned individual(s) to the Citizens Police Advisory Committee and that the term become effective immediately.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 4th day of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

Approved as to Form: _____
ARTURO D. "ART" RODRIGUEZ
City Attorney

Discussion and Possible Action on a Resolution Appointing Members to the Citizens Police Advisory Committee

Sandra Passailaigue, TRMC
City Secretary
City Council Meeting
June 04, 2024

Summary

- Question
 - **City Council is being asked to consider applications for appointment to various boards, committees, and commissions.**
- Options
 - Recommended:
 1. Make the appointments.

Purpose

- Discussion and Possible Action on a Resolution Appointing Members to the Citizens Police Advisory Committee
 - The purpose of this item is to
 1. Have appointments or re-appointments made by Council Place 2, 4, and Mayor (2-year term); and
 2. To appoint a Council Liaison (1-year term); and
 3. To present to City Council all City of Leon Valley applications on file for consideration.
 - **Applications were submitted by the following:**
 - » Tina Chasan – Received 03-26-2024
 - » Kim Crawford – Received 04-05-2024
 - » Melissa Zavala – Received 04-16-2024
 - » Erick Matta – Received 05-21-2024
 - » Joshua Stevens – Received 05-29-2024
 - » Olen Yarnell – Received 05-30-2024

Current Citizens Police Advisory Committee

CITIZEN'S POLICE ADVISORY COMMITTEE		
Name	Position	Term
Manuel Rubio	Committee Member Council Place 1 Appointment	Term Expires: 6/30/2025
Darby Riley	Committee Member Council Place 1 Appointment	Term Expires: 6/30/2025
Erick Matta	Chair Committee Member Council Place 2 Appointment	Term Expires: 5/31/2024
Ryan Brill	Committee Member Council Place 2 Appointment	Term Expires: 5/31/2024
Andrea Roofe	Committee Member Council Place 3 Appointment	Term Expires: 6/30/2025
Richard Blackmore	Committee Member Council Place 3 Appointment	Term Expires: 6/30/2025
Kim Crawford	Committee Member Council Place 4 Appointment	Term Expires: 5/31/2024
Bill Stannard	Committee Member Council Place 4 Appointment	Term Expires: 5/31/2024
Frank Gonzalez	Committee Member Council Place 5 Appointment	Term Expires: 6/30/2025
Michelle Rawls	Committee Member Council Place 5 Appointment	Term Expires: 6/30/2025
Olen Yarnell	Committee Member Mayor's Appointment	Term Expires: 6/30/2024
Tina Chasan	Committee Member Mayor's Appointment	Term Expires: 5/31/2024
Betty Heyl	Committee Member Mayor's Appointment	Term Expires: 5/31/2024
Councilor Rey Orozco	Mayor Pro-Tem, Council Place 4 Council Liaison	Term Expires: 5/31/2024
Kasey Burleson	Patrol LT. LVPD Staff Liaison	N/A

Attendance Roster: Citizens Police Advisory Committee

CPAC MEMBER	Appointed	Term Expires	Place	Position	Active Member	Participation Rate	03/16/2022	05/18/2022	08/31/2022	11/02/2022	04/19/2023
Manuel Rubio	12/21/2021	5/31/2023	Council Place 1	Member	Yes	100%	X	X	X	X	X
Darby Riley	12/21/2021	5/31/2023	Council Place 1	Member	Yes	100%	X	X	X	X	X
Erick Matta	7/19/2022	5/31/2024	Council Place 2	Chair	Yes	100%	X	X	X	X	X
Ryan Brill	7/19/2022	5/31/2024	Council Place 2	Member	Yes	60%		X	X	A	X
Tom Nolan	12/21/2021	5/31/2023	Council Place 3	Member	Yes	80%	X	X	X	X	
Phyllis Beal	2/21/2023	5/31/2023	Council Place 3	Member	No	0%					A
John Saenz	12/21/2021	5/31/2023	Council Place 3	Secretary	No	80%	X	X	X	X	A
Kim Crawford	7/19/2022	5/31/2024	Council Place 4	Member	Yes	0%				A	A
Bill Stannard	7/19/2022	5/31/2024	Council Place 4	Member	Yes	66%			X	A	X
Michelle Rawls	12/21/2021	5/31/2023	Council Place 5	Member	Yes	60%	X	A	A	X	X
Ty Chumbley	12/21/2021	5/31/2023	Council Place 5	Member	Yes	0%	A	A	A	A	A
Betty Heyl	7/19/2022	5/31/2024	Mayor's Appointment	Member	Yes	80%	X	X	X	X	A
James Brandenburg	7/19/2022	5/31/2024	Mayor's Appointment	Member	Yes	100%	X	X	X	X	
Philip Campos	2/7/2023	5/31/2024	Mayor's Appointment	Member	Yes	100%					X
Tina Chasan	7/19/2022	5/31/2024	Mayor's Appointment	Member	Yes	20%	X	A	A	A	A
							(X) = Attended				
							A = Absent				

MAYOR AND COUNCIL COMMUNICATION

{Section}.86.

DATE: June 04, 2024
TO: Mayor and Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Dr. Crystal Caldera, City Manager
SUBJECT: Discussion and Possible Action on a Resolution Appointing Members to the Economic and Community Development Advisory Committee
SPONSOR(S): (N/A)

PURPOSE

The purpose of this item is to present to City Council all City of Leon Valley applications for boards/commissions/committees that have been submitted to fill vacancies or to re-apply for expired terms. City Council would need to appoint members to the various boards/commissions/committees.

THE FOLLOWING APPLICATIONS WERE SUBMITTED:

Benjamin Alterman – Received 02-07-2024
Yvonne Orozco – Received 05-25-2024

FISCAL IMPACT

None

STRATEGIC GOALS

Not applicable

RECOMMENDATION

City Council Discretion

The following information is provided for City Council consideration The following information is provided for City Council consideration. Names highlighted in yellow have terms that are expiring.

ECONOMIC AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

ECONOMIC AND COMMUNITY DEVELOPMENT ADVISORY		
Name	Position	Term
Yvonne Orozco	Chair	Term Expires:
	Committee Member	5/31/2024
Danielle Bolton	Vice-Chair	Term Expires:
	Committee Member	5/31/2024
Vacant	Committee Member	Term Expires:
		5/31/2024
Roger Christensen	Committee Member	Term Expires:
		6/30/2025
Kishore Kamaraju	Committee Member	Term Expires:
		6/30/2025
Benjamin Alterman	Committee Member	Term Expires:
		5/31/2024
Vera "Ann" Sawyer	Committee Member	Term Expires:
		6/30/2025
Vacant	1st Alternate	Term Expires:
		5/31/2024
Vacant	2nd Alternate	Term Expires:
		5/31/2025
Roque Salinas r.salinas@leonvalleytexas.gov	Economic Development Director Staff Liaison	No Term Adopted

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

RESOLUTION NO. 24-0__R

A RESOLUTION OF THE CITY OF LEON VALLEY, TX., CITY COUNCIL APPOINTING MEMBERS TO THE ECONOMIC AND COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

The following individual(s) are hereby appointed as a Member to the **Economic and Community Development Advisory Committee** with a term expiring June 30, 2026:

The following individual(s) are hereby appointed as an Alternate to the **Economic and Community Development Advisory Committee** with a term expiring June 30, 2026:

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

That the appointment of the aforementioned individual(s) to the Leon Valley Economic and Community Development Advisory Committee and that the term become effective immediately.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 4th day of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

Approved as to Form: _____
ARTURO D. "ART" RODRIGUEZ
City Attorney

Discussion and Possible Action on a Resolution Appointing Members to the Economic and Community Development Advisory Committee

Sandra Passailaigue, TRMC
City Secretary
City Council Meeting
June 04, 2024

Summary

- Question
 - **City Council is being asked to consider applications for appointment to various boards, committees, and commissions.**
- Options
 - Recommended:
 1. Make the appointments.

Purpose

- **Discussion and Possible Action on a Resolution Appointing Members to the Economic and Community Development Advisory Committee**
 - The purpose of this item is to:
 1. Have appointments or re-appointments made by City Council (2-year term); and
 2. To present to City Council all City of Leon Valley applications on file for consideration.
 - **Applications were submitted by the following:**
 - » Benjamin Alterman – Received 02-07-2024
 - » Yvonne Orozco – Received 05-25-2024

Current Economic and Community Development Advisory Committee

ECONOMIC AND COMMUNITY DEVELOPMENT ADVISORY		
Name	Position	Term
Yvonne Orozco	Chair	Term Expires:
	Committee Member	5/31/2024
Danielle Bolton	Vice-Chair	Term Expires:
	Committee Member	5/31/2024
Vacant	Committee Member	Term Expires:
		5/31/2024
Roger Christensen	Committee Member	Term Expires: 6/30/2025
Kishore Kamaraju	Committee Member	Term Expires: 6/30/2025
Benjamin Alterman	Committee Member	Term Expires: 5/31/2024
Vera "Ann" Sawyer	Committee Member	Term Expires: 6/30/2025
Vacant	1st Alternate	Term Expires:
		5/31/2024
Vacant	2nd Alternate	Term Expires:
		5/31/2025
Roque Salinas r.salinas@leonvalleytexas.gov	Economic Development Director Staff Liaison	No Term Adopted

Attendance Roster: Economic and Community Development Committee

EDCD Committee Member	Active Member	Participation Rate	06/13/2022	07/11/2022	07/18/2022	11/14/2022	01/30/2023	03/20/2023	04/24/2023	09/25/2023	10/23/2023	11/06/2023	01/29/2024	02/26/2024	03/11/2024
Olen Yarnell	Yes	63.64%				X	X	X	X	x		NA	X	X	X
Roger Christensen	Yes	100.00%				X	X	X	X	x	x	NA	X	X	X
Yvonne Ororzco	Yes	100.00%				X	X	X	X	x	x	NA	X	X	X
Kishore Kamaraju	Yes	50.00%				X	A	A	X	x	x	NA	X	X	X
Dannielle Bolton	Yes	100.00%				X	X	X	X	x	x	NA	X	X	X
			(X) = Attended			A = Absent			(A) = Excused by Chair						

MAYOR AND COUNCIL COMMUNICATION

DATE: June 04, 2024

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Discussion and Possible Action on a Resolution Appointing Members to the Library Advisory Board

SPONSOR(S): (N/A)

PURPOSE

The purpose of this item is to present to City Council all City of Leon Valley applications for boards/commissions/committees that have been submitted to fill vacancies or to re-apply for expired terms. City Council would need to appoint members to the various boards/commissions/committees.

**These appointments are subject to a background check through Human Resources.*

THE FOLLOWING APPLICATIONS WERE SUBMITTED:

Hilary Huber – Received 03-17-2024
 Linda Crews – Received 04-01-2024
 Margaret Tovar – Received 05-07-2024

RECOMMENDATION

City Council Discretion

The following information is provided for City Council consideration The following information is provided for City Council consideration. Names highlighted in yellow have terms that are expiring.

LIBRARY ADVISORY BOARD

LIBRARY ADVISORY BOARD		
Name	Position	Term
Clare Brown	Member Chair	Term Expires: 6/30/2025
Barbara Owens	Member	Term Expires: 5/31/2024
Linda Crews	Member	Term Expires: 5/31/2024
Maryanna Christensen	Member	Term Expires: 6/30/2025
Patricia Birkhead	Member	Term Expires: 6/30/2025
Margaret Tovar	Member	Term Expires: 5/31/2024
Hillary Huber	Member	Term Expires: 5/31/2024
Vacant	Alternate #1	Term Expires: 6/30/2025
Vacant	Alternate #2	Term Expires: 5/31/2024
Theresa Brader	Assistant Library Director Alternate Staff Liaison	Term Expires: N/A
Regina Reed	Member Secretary	Term Expires: N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

RESOLUTION NO. 24-0__R

A RESOLUTION OF THE CITY OF LEON VALLEY, TX., CITY COUNCIL APPOINTING LIBRARY ADVISORY BOARD

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

The following individual(s) are hereby appointed as a Member to the **Library Advisory Board** with a term expiring June 30, 2026:

The following individual(s) are hereby appointed as an Alternate to the **Library Advisory Board** with a term expiring June 30, 2026:

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

That the appointment of the aforementioned individual(s) to the Leon Valley Library Advisory Board and that the term become effective immediately.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 4th day of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

Approved as to Form: _____
ARTURO D. "ART" RODRIGUEZ
City Attorney

Discussion and Possible Action on a Resolution Appointing Members to the Library Advisory Board

Sandra Passailaigue, TRMC
City Secretary
City Council Meeting
June 04, 2024

Summary

- Question
 - **City Council is being asked to consider applications for appointment to various boards, committees, and commissions.**
- Options
 - Recommended:
 1. Make the appointments.

Purpose

- **Discussion and Possible Action on a Resolution Appointing Members to the Library Advisory Board**
 - The purpose of this item is to
 1. Have Appointments or re-appointments made by City Council (2-year term); and
 2. To present to City Council all City of Leon Valley applications on file for consideration.
 - **Applications were submitted by the following:**
 - » Hilary Huber – Received 03-17-2024
 - » Linda Crews – Received 04-01-2024
 - » Margaret Tovar – Received 05-07-2024

Current Library Advisory Board

LIBRARY ADVISORY BOARD		
Name	Position	Term
Clare Brown	Member	Term Expires:
	Chair	6/30/2025
Barbara Owens	Member	Term Expires:
		5/31/2024
Linda Crews	Member	Term Expires:
		5/31/2024
Maryanna Christensen	Member	Term Expires:
		6/30/2025
Patricia Birkhead	Member	Term Expires:
		6/30/2025
Margaret Tovar	Member	Term Expires:
		5/31/2024
Hillary Huber	Member	Term Expires:
		5/31/2024
Vacant	Alternate #1	Term Expires:
		6/30/2025
Vacant	Alternate #2	Term Expires:
		5/31/2024
Theresa Brader	Assistant Library Director Alternate Staff Liaison	Term Expires: N/A
Regina Reed	Member Secretary	Term Expires: N/A

Attendance Roster: Library Advisory Board

First Name	Last Name	Position	June	July	August	September	October	November	December	January	February	March	April	May
Clare	Brown	Chair	NM	NM	X	X	X	NQ	NM	X	X	X	X	X
Barbara	Owens	Member	NM	NM	U	U	U	NQ	NM	U	U	U	N/A	N/A
Linda	Crews	Member	NM	NM	X	X	X	NQ	NM	X	X	X	E	X
Maryanna	Christensen	Member	NM	NM	X	X	X	NQ	NM	X	X	X	X	X
Margaret	Tovar	Member	NM	NM	X	E	E	NQ	NM	X	X	X	E	X
Patricia	Birkhead	Member	NM	NM	X	U	U	NQ	NM	U	X	X	X	U
Hillary	Huber	Member	NM	NM	X	X	X	NQ	NM	X	X	X	X	X
Vacant		1 Alternate	NM	NM	N/A	N/A	N/A	NQ	NM	N/A	N/A	N/A	N/A	N/A
Vacant		2 Alternate	NM	NM	N/A	N/A	N/A	NQ	NM	N/A	N/A	N/A	N/A	N/A
Regina	Reed	Liasion	NM	NM	X	X	X	NQ	NM	X	X	X	X	X
Theresa	Brader	Alt-Liasion	NM	NM	X	X	X	NQ	NM	X	X	X	X	E
KEY														
X	PRESENT													
E	EXCUSED													
U	UNEXCUSED													
NM	NO MEETING													
NQ	NO QUORUM													
N/A	NOT A MEMBER AT TIME OF MEETING													

MAYOR AND COUNCIL COMMUNICATION

{Section}.88.

DATE: June 04, 2024
TO: Mayor and Council
FROM: Sandra Passailaigue, City Secretary
THROUGH: Dr. Crystal Caldera, City Manager
SUBJECT: Discussion and Possible Action on a Resolution Appointing Members to the Park Commission.
SPONSOR(S): (N/A)

PURPOSE

The purpose of this item is to present to City Council all City of Leon Valley applications for boards/commissions/committees that have been submitted to fill vacancies or to re-apply for expired terms. City Council would need to appoint members to the various boards/commissions/committees.

THE FOLLOWING APPLICATIONS WERE SUBMITTED:

- Elaine Valdez – Received 04-03-2024
- Roger Christensen – Received 04-08-2024
- Diana Frazier – Received 04-12-2024
- Thomas Benavides – Received 05-01-2024
- Joyce Trent – Received 05-06-2024
- Danielle Bolton – Received 05-14-2024

RECOMMENDATION

City Council Discretion

The following information is provided for City Council consideration. The following information is provided for City Council consideration. Names highlighted in yellow have terms that are expiring.

PARK COMMISSION

PARK COMMISSION		
Name	Position	Term
Vacant	Commissioner	Term Expires: 5/31/2024
Danielle Bolton	Commissioner Vice-Chair	Term Expires: 5/31/2024
Roger Christensen	Commissioner Chair	Term Expires: 5/31/2024
Thomas Benavides	Commissioner	Term Expires: 5/31/2024
Elaine Valdez	Commissioner	Term Expires: 5/31/2024
Diana Frazier	Commissioner	Term Expires: 5/31/2024
Julie Carreon Martinez	Commissioner	Term Expires: 5/31/2024
Nancy Marrufo	Commissioner	Term Expires: 5/31/2024
Vera "Ann" Sawyer	Commissioner	Term Expires: 5/31/2024
Joyce Trent	1st Alternate	Term Expires: 5/31/2024
Vacant	2nd Alternate	Term Expires: 5/31/2024
Melinda Moritz	Public Works Director Staff Liaison	Term Expires: N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

RESOLUTION NO. 24-0__R

A RESOLUTION OF THE CITY OF LEON VALLEY, TX., CITY COUNCIL APPOINTING MEMBERS AND ALTERNATES TO THE PARK COMMISSION

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

The following individual(s) are hereby appointed as a Commissioner to the **Park Commission** with a term expiring June 30, 2026:

The following individual(s) are hereby appointed as an Alternate to the **Park Commission** with a term expiring June 30, 2026:

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

That the appointment of the aforementioned individual(s) to the Leon Valley Park Commission and that the terms become effective immediately.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 4th day of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

Approved as to Form: _____
ARTURO D. "ART" RODRIGUEZ
City Attorney

Discussion and Possible Action on a Resolution Appointing Commissioners and Alternates to the Park Commission

Sandra Passailaigue, TRMC
City Secretary
City Council Meeting
June 04, 2024

Summary

- Question
 - **City Council is being asked to consider applications for appointment to various boards, committees, and commissions.**
- Options
 - Recommended:
 1. Make the appointments.

Purpose

- **Discussion and Possible Action on a Resolution Appointing Members to the Park Commission**
 - The purpose of this item is to
 1. Have Appointments or re-appointments made by City Council (2-year term); and
 2. To present to City Council all City of Leon Valley applications on file for consideration.
 - **Applications were submitted by the following:**
 - » Elaine Valdez – Received 04-03-2024
 - » Roger Christensen – Received 04-08-2024
 - » Diana Frazier – Received 04-12-2024
 - » Thomas Benavides – Received 05-01-2024
 - » Joyce Trent – Received 05-06-2024
 - » Danielle Bolton – Received 05-14-2024

Current Park Commission

PARK COMMISSION		
Name	Position	Term
Vacant	Commissioner	Term Expires: 5/31/2024
Danielle Bolton	Commissioner Vice-Chair	Term Expires: 5/31/2024
Roger Christensen	Commissioner Chair	Term Expires: 5/31/2024
Thomas Benavides	Commissioner	Term Expires: 5/31/2024
Elaine Valdez	Commissioner	Term Expires: 5/31/2024
Diana Frazier	Commissioner	Term Expires: 5/31/2024
Julie Carreon Martinez	Commissioner	Term Expires: 5/31/2024
Nancy Marrufo	Commissioner	Term Expires: 5/31/2024
Vera "Ann" Sawyer	Commissioner	Term Expires: 5/31/2024
Joyce Trent	1st Alternate	Term Expires: 5/31/2024
Vacant	2nd Alternate	Term Expires: 5/31/2024
Melinda Moritz	Public Works Director Staff Liaison	Term Expires: N/A

Attendance Roster: Park Commission

Park Commissioner Name	POSITION	1/12/2023	2/9/2023	3/9/2023	4/13/2023	5/11/2023	6/8/2023	7/13/2023	8/10/2023	9/14/2023	10/12/2023	11/9/2023	12/14/2023
Roger Christensen	Chair	P	P	P	P	A	C	P	P	P	P	P	C
Danielle Bolton	Vice-Chair	P	P	P	P	P	C	P	A	P	A	U	C
Elaine Valdez	Comm	A	P	P	P	P	C	P	P	P	P	P	C
Diana Frazier	Comm	A	P	A	A	P	C	P	A	P	P	P	C
Julie Carreon-Martinez	Comm	P	P	P	A	P	C	P	A	P	A	U	C
Thomas Benavides	Comm	P	A	P	P	P	C	P	P	P	P	P	C
Vera Ann Sawyer	Comm	P	P	P	P	P	C	P	P	P	P	U	C
Nancy Marrufo	Comm	P	P	P	A	A	C	P	A	P	P	U	C
Evan Bohl	Comm	P	A	A	P	A	C	U					
Joyce Trent	1st Alt					P	C	P	P	P	A	U	C
	2nd Alt												
C = Meeting Cancelled		A - Absent			U - Unexcused				Q - No Quorum				

{Section}.88.

Park Commissioner Name	POSITION	1/11/2023	2/8/2023	3/14/2023	4/11/2024	5/9/2024	6/13/202	7/11/2024	8/8/2024	9/12/2024	10/10/2024	11/14/2024	12/12/2024
Roger Christensen	Chair	P	P	P	P	(A)	C	P	P				
Danielle Bolton	Vice-Chair	P	P	P	P	P	C	P	P				
Elaine Valdez	Comm	A	P	P	P	P	C	P	P				
Diana Frazier	Comm	A	P	A	A	P	C	P	A				
Julie Carreon-Martinez	Comm	P	P	P	A	P	C	P	P				
Thomas Benavides	Comm	P	A	A	P	A	C	A	P				
Vera Ann Sawyer	Comm	P	P	P	P	P	C	P	P				
Nancy Marrufo	Comm	P	P	P	A	A	C	P	A				
	Comm												
Joyce Trent	1st Alt			A	A	P	C	P	P				
	2nd Alt												
C = Meeting Cancelled		A - Absent			U - Unexcused								

MAYOR AND COUNCIL COMMUNICATION

{Section}.89.

DATE: June 04, 2024

TO: Mayor and Council

FROM: Sandra Passailaigue, City Secretary

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Discussion and Possible Action on a Resolution Appointing Commissioners and Alternates to the Planning & Zoning Commission

SPONSOR(S): (N/A)

PURPOSE

The purpose of this item is to present to City Council all City of Leon Valley applications for boards/commissions/committees that have been submitted to fill vacancies or to re-apply for expired terms. City Council would need to appoint members to the various boards/commissions/committees.

THE FOLLOWING APPLICATIONS WERE SUBMITTED:

- Linda Barker – Received 03-25-2024
- Andrea Roofe – Received 04-11-2024
- Mary Ruth Fernandez – Received 04-24-2024
- Pat Martinez – Received 04-29-2024
- Erick Matta – Received 05-21-2024

RECOMMENDATION

City Council Discretion

The following information is provided for City Council consideration The following information is provided for City Council consideration. Names highlighted in yellow have terms that are expiring.

PLANNING & ZONING COMMISSION

PLANNING & ZONING COMMISSION		
Name	Position	Term
David Perry	Commissioner (1)	Term Expires: 6/30/2025
Andrea Roofe	Commissioner (2) 2nd Vice-Chair	Term Expires: 5/31/2024
Hilda Gomez	Commissioner (3)	Term Expires: 6/30/2025
Pat Martinez	Commissioner (4)	Term Expires: 5/31/2024
Vacant	Commissioner (5)	Term Expires: 6/30/2025
Erick Matta	Commissioner (6) 1st Vice-Chair	Term Expires: 5/31/2024
Richard Blackmore	Commissioner (7)	Term Expires: 6/30/2025
Thomas Dillig	1st Alternate	Term Expires: 6/30/2025
Mary Ruth Fernandez	2nd Alternate	Term Expires: 6/30/2024
Cynthia Koger	3rd Alternate	Term Expires: 6/30/2025
Councilor Benny Martinez	Council Place 1 Council Liaison	Term Expires: 5/30/2025
Mindy Teague	Planning/Zoning Director Staff Liaison	Term Expires: N/A

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
 City Secretary

RESOLUTION NO. 24-0__R

A RESOLUTION OF THE CITY OF LEON VALLEY, TX., CITY COUNCIL APPOINTING MEMBERS AND ALTERNATES TO THE PLANNING & ZONING COMMISSION

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, THAT:

The following individual(s) are hereby appointed as a Commissioner to the **Planning & Zoning Commission** with a term expiring June 30, 2026:

The following individual(s) are hereby appointed as an Alternate to the **Planning & Zoning Commission** with a term expiring June 30, 2026:

Cynthia Koger – Alternate 2 _____ - Alternate 3

NOW, THEREFORE, BE IT RESOLVED AND ORDERED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

That the appointment of the aforementioned individual(s) to the Leon Valley Planning & Zoning Commission and that the terms become effective immediately.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 4th day of June, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

Approved as to Form: _____
ARTURO D. "ART" RODRIGUEZ
City Attorney

Discussion and Possible Action on a Resolution Appointing Commissioners and Alternates to the Planning & Zoning Commission

Sandra Passailaigue, TRMC
City Secretary
City Council Meeting
June 04, 2024

Summary

- Question
 - **City Council is being asked to consider applications for appointment to various boards, committees, and commissions.**
- Options
 - Recommended:
 1. Make the appointments.

Purpose

- **Discussion and Possible Action on a Resolution Appointing Members to the Planning & Zoning Commission**
 - The purpose of this item is to
 1. Have Appointments or re-appointments made by City Council (2-year term); and
 2. To present to City Council all City of Leon Valley applications on file for consideration.
 - **Applications were submitted by the following:**
 - » Linda Barker – Received 03-25-2024
 - » Andrea Roofe – Received 04-11-2024
 - » Mary Ruth Fernandez – Received 04-24-2024
 - » Pat Martinez – Received 04-29-2024
 - » Erick Matta – Received 05-21-2024

Current Planning & Zoning Commission

PLANNING & ZONING COMMISSION		
Name	Position	Term
David Perry	Commissioner (1)	Term Expires: 6/30/2025
Andrea Roofe	Commissioner (2) 2nd Vice-Chair	Term Expires: 5/31/2024
Hilda Gomez	Commissioner (3)	Term Expires: 6/30/2025
Pat Martinez	Commissioner (4)	Term Expires: 5/31/2024
Vacant	Commissioner (5)	Term Expires: 6/30/2025
Erick Matta	Commissioner (6) 1st Vice-Chair	Term Expires: 5/31/2024
Richard Blackmore	Commissioner (7)	Term Expires: 6/30/2025
Thomas Dillig	1st Alternate	Term Expires: 6/30/2025
Mary Ruth Fernandez	2nd Alternate	Term Expires: 6/30/2024
Cynthia Koger	3rd Alternate	Term Expires: 6/30/2025
Councilor Benny Martinez	Council Place 1 Council Liaison	Term Expires: 5/30/2025
Mindy Teague	Planning/Zoning Director Staff Liaison	Term Expires: N/A

Attendance Roster: Planning & Zoning Commission

Planning & Zoning Commission	Active Member	1/24/2023	2/28/2023	3/28/2023	4/25/2023	5/23/2024	6/27/2023	7/25/2023	8/22/2023	9/26/2023	10/23/2023	11/20/2023	12/12/2023
Catherine Rowse - Chair	Yes	X	X	X	X	(A)	(A)	X	X	X	X	X	X
Edward Alonzo - 1st Vice Chair	Yes	(A)	X	X	(A)	X	X	X	(A)	X			
Erick Matta - 2nd Vice Chair	Yes	X	X	X	X	A	(A)	(A)	T	X	T	X	
Erick Matta - 1st Vice Chair	Yes												X
Philip Campos, Jr.		X	X	X	X	X							
Hilda Gomez	Yes							X	(A)	X	(A)	X	X
Pat Martinez	Yes	X	X	(A)	X	X	(A)	(A)	X	X	X	(A)	(A)
Richard Blackmore	Yes	X	X	X	X	X	X	X	X	X	X	X	X
Andrea Roefe-	Yes	X	X	(A)	T	X	X	X	X	X	X	T	
Andrea Roefe - 2nd Vice Chair													X
David Perry	Yes										X	X	X
Kimberly Bohl - Alternate 1		(A)	(A)	(A)	(A)	A	A	A					
David Perry - Alternate 1	Yes	A	X	X	X	X	X	(A)	A	X			
Hilda Gomez - Alternate 2		X	X	X	X	A	X						
Thomas Dillig - Alternate 1	Yes							(A)	X	(A)	X	(A)	X
Mary Ruth Hernandez - Alternate 2	Yes								X	X	X	X	(A)
Gregory Meffert - Alternate 3	Yes											X	(A)
Benny Martinez		X	X	A	X	X	A	A	X	X	X	(A)	(A)

{Section}.89.

X = Present T = Tardy A = Absent (A) = Excused by Chair

Planning & Zoning Commission	Active Member	1/23/2024	2/27/2024	3/12/2024	3/26/2024	4/23/2024	5/28/2024	Column7	Column8	Column9	Column10	Column13	Column14
Catherine Rowse - Chair	Yes	X	T	X	X	X							
David Perry - Place 1	Yes	X	X	X	X	X							
Erick Matta - 1st Vice Chair	Yes	X	T	(A)	X	X							
Hilda Gomez - Place 3	Yes	(A)	X	X	X	X							
Pat Martinez - Place 4	Yes	(A)	X	X	X	X							
Richard Blackmore - Place 7	Yes	X	X	X	X	X							
Andrea Roefe - 2nd Vice Chair	Yes	X	X	X	(A)	X							
Thomas Dillig - Alternate 1	Yes	X	A	A									
Mary Ruth Fernandez - Alternate 2	Yes	X	X	X	X	X							
Gregory Meffert - Alternate 3	Yes	(A)	A										
Cynthia Koger - Alternate 3	Yes				X	X							
Benny Martinez		(A)	X	X	X	X							

X = Present T = Tardy A = Absent (A) = Excused by Chair



OUTSTANDING CITY COUNCIL ITEMS

- **Review of the Water Rates**
 - 6/20/2023 Postpone council requested this be a retreat item for 7/22/23.
 - Council will be looking at a 1% increase at a future meeting.
 - This will be discussed at the Town Hall meeting- on 11/21/2023, the Council decided on a workshop.
 - 12/5/2023 City Council reviewed the presentation from Waterworth. The next workshop is scheduled for 2/20/2023 (the date has been moved). We were waiting on the audited numbers. We just received them. We will be setting a new date for review.
- **Flooding**
 - Was addressed at the following Council Meetings.
 - 08/03/2021 – Flood damage prevention Ord. # 21-034.
 - 11/2/2021 – To discuss flood mitigation strategies.
 - 12/07/2021 – Short-Term options to address flooding.
 - Budget Adjustment – For funding floodway monitoring and software upgrades.
 - Upcoming Council presentation 1/18/2022.
 - Budget Adjustment – for creek cleanup.
 - Staff is proposing \$150,000 in ARP funds. Upcoming Council meeting TBD.
 - Segment one of Huebner Creek will be presented to the Council on 4/19/2022.
 - Council decided to look at the 50' wide, protected little league, the study will be brought back to the Council before we agree to do it.
 - Budget adjustment for creek cleanup.
 - 6/7/2022
 - Budget adjustment for flood gates and notification system.
 - 6/7/2022 postponed
- Huebner Creek Channel Improvement presentation 9/20/2022.
 - Council direction to bring back budget adjustment on \$633,000.
 - First Read 10/3/2022.
 - Second Read 10/18/2022.
 - 11/21/2023 – PW Director will provide an update and receive direction – Council decided to have a field trip to look at the creek layout TBD.
 - The Council decided to conduct a field trip in the Natural Area
 - 12/6/2023 the Council walked the steaked-out creek realignment
 - 1/16/2023 – The Council will revisit the project.
 - 2/24/2023- the Council will have a workshop to discuss with the engineer.
 - The council directed the engineer to look at a plan that leaves the creek alignment alone, a new tree survey, and build a retaining wall for erosion.

- **Seneca West R6 Zone change**
 - 3/7/2023
 - Council requested some prices to replat as larger lots, not in favor of R6.
 - Staff will be getting prices to plat larger lots and bring them back to the Council.
 - Staff has received the plans and probable cost and will review them with the Council at the retreat.
 - 08/10/2023 Discuss at the retreat. The Council would just like to plat and sell as is.
 - 11/7/2023 Executive session on four options.
 - 11/21/2023 Executive session on two options.
 - This Will be discussed at the town hall meeting.
 - Executive session on 2/6/24
 - Executive Session 3/19/2024
 - Executive Session 4/2/2024
 - Executive Session 5/21/2024
- **Tiger brush and bulk issues- Contract ends January 1, 2025 (Item Remaining from Retreat)**
 - Discussed at the following City Council Meetings
 - 02/22/2021
 - Council addressed complaints and Tiger Sanitation responded.
 - 09/7/2021
 - Considered a resolution on how to manage bulk pick-up. Resolution # 21-031-R, the direction was given to CM to come back with a plan.
 - Considered and Ordinance Amending the Ord 14.02 Solid Waste First reading.
 - 11/2/2021
 - Considered and Ordinance Amending the Ord 14.02 Solid Waste Second Reading Passes Ord. # 21-053.
 - 1/11/2022
 - The Council considered two options to manage the overflow of Brush. The Council decided to have PW pick up the overage after Tiger Sanitation picked up their 8 CY.
 - There were 11 homes with oversized brush the City had the item picked on 3/4/22-3/8/22.
 - 05/17/2022 Council meeting discussing rate increase.
 - Council allowed the 2.5% increase for July and another in January but did not approve the 7.5 % increase.
 - Council was willing to renegotiate terms.
 - On 8/23/2022, Council decided to leave terms as is.

- On 9/19/2023 the staff took a draft survey to the Council. Staff will amend it and bring it back to the Council at a later time.
- Will ask for input at the Town Hall meeting. The council decided on the final survey on 12/19/2023.
- The Council presented the Survey at the Town Hall meeting. The majority of Participants are satisfied with their trash service
- 02/20/2024- The Council will discuss the distribution of the survey.
 - The council decided to mail the survey out to the businesses and residents. The survey was mailed out on 3/19/24. RFP should go out May.
- **Discussion of updating the Strategic Plan, Mission, & Vision Statement**
 - Will be placed on the Town Hall meeting for discussion decided at the 11/21/23 Council meeting to hold a workshop.
 - February 3, 2024, workshop scheduled. At the council chambers. The Council changed the date to 2/24/24 to coincide with another workshop.
 - The Council decided to amend the mission and vision statements. Holding another workshop for the goals and objectives and core values.
 - Core values will be discussed at 3/19/2024. Goals will return in June.
- **Silo design per request of the adjacent property owner**
 - 5/2/2023 – Moved by CM due to the number of items on the agenda.
 - 5/16/2023 – Scheduled
 - Council Requested outreach to local universities.
 - Melinda is working on quotes.
- **Sustainability Overlay**
 - 6/6/2023 Staff is not ready and has been postponed until September.
 - 725/2023 – Zoning Commission started to review. The item is with the Attorney.
- **Stray Animal Ordinance**
 - Currently being reviewed by the City Attorney – we cannot require private industry to take in and adopt our stray animals.
 - Looking at a possible interlocal agreement.
 - Staff has met with the county for a long-term solution.
- **Neighborhood/Citizen Survey**
 - Will be tied to the solid waste survey. The council decided to keep these two separate items.
- **Looking at an amendment to Section 15.02 Appendix C (I), D Structural Nonconformity to add a matching percentage from Economic Community Development funds.**
 - After the sustainability review.
- **Four-way stop at Forest Meadow and Evers.**
 - To be evaluated upon the development of the Evers property.
- **Speed hump policy changes- (Item Remaining from Retreat)**

- This was added by Mr. Campos who wants to review the policy before adding.
- **Review of the Personnel Manual**
- **Discussion on large capital projects – Possible Bond**
 - Public Works Building
 - ADA requirements
 - Crystal Hills Park
 - Pool
 - Dog Park
 - Library Annex
- **Ordinance Amendment to allow lots with ½ Acre or more to have a septic system.**
 - **Discussion 5/7/2024,**
 - **first read 5/21/2024**
 - **Second Read 6/4/24**
- **Ordinance on Amending the PDD**
 - **Scheduled to go to the zoning commission meeting on 4/23/2024**
 - **The zoning commission tabled the item. Will revisit 5/28/2024**

ITEMS ARE STILL IN THE PIPELINE BUT HAVE BEEN ADDRESSED

- **Red-light Cameras first available contract end term is May 2037**
 - City Council adopted a Resolution declaring the intent to phase out redlight cameras 4/6/2021 – Resolution # 21-009R.
 - The RLC Contract would be difficult to terminate without financial obligation from the City.
 - City Council supports HB 1209 and physically delivers letters in support to Cortez, Biederman, Canales, Menendez
 - Funds – Eligible projects – CR
 - Will be discussed at the Town Hall Meeting on January 22, 2022.
 - Discussed at the retreat Council has decided not to spend funds until we know what the legislature is doing.
 - Resolution supporting SB 446-2/21/2023.
 - The item was not approved during the legislation process the Council will try again in 2025.
- **Comprehensive Master Plan**
 - Was addressed at the following Council meetings:
 - 2/2/2021
 - 3/23/2021
 - 06/1/2021
 - This item was discussed during the budget process and ultimately, the Council decided not to expend the funds on this project at this time.

- Will be discussed under the Town Hall meeting update to the Council on 4/19/2022.
 - Council would like us to use our future land use map.
- Establish neighborhood boundaries
- Council has opted not to Update Master Plan.
- P & Z Director investigating a university conducting the plan.
- Boundaries of the neighborhood
- **Sewer Service Charge Adjustments**
 - Council meeting 2/15/22.
 - Impact Fees Removed.
 - Sewer Charges will be brought back at a later time.
- **Apartments Finley And Sierra Royale, Forest Oaks, Vista Del Rey- BM**
 - Update on one of the Apartment Complexes at the CC mtg 3/15.
 - Presentation was given on Vista Del Rey.
 - Next apartment review is on 5/3/2022.
 - Staff received legal advice in the executive session.
 - Executive session 8/2/2022
 - Council decided to file a Chapter 54 lawsuit against Vista Del Rey, filed on 8/5/2022.
 - TRO was granted on 8/8/2022.
 - Administrative warrant executed on 8/17/2022.
 - Temporary Injunction was granted on 8/22/2022.
 - They have 6 months to comply.
 - 8/31/2022 Vista got new attorneys.
 - 9/9/2022 Vista filed a motion to dissolve the temporary injunction.
 - C of Os issued Shed, Maintenance Shop, Laundry 1-3, Vista, Gym.
 - 9/19/2022 hearing set and canceled.
 - Executive Session 9/20/2022
 - Vista Del Rey is 50% compliant. Council agreed to settle on 4/18/2023.
 - Vista has completed all inspections and received their C of Os.
- **AV equipment for the Conference Center - Budget Adjustment from ARP Funds**
 - Council meeting 2/1/22 first read.
 - Item amended to get the direction of the scope of work.
 - Will bring the item back after the BID process.
 - Discuss alternatives 5/3/2022.
 - This item could not be purchased out of ARP funds.

COMPLETED

- **Consumer protection mandate on refunds**
 - Sent request to attorney. The attorney feels that we have the laws in place.
 - Sent reminders to the animal sales businesses.
- **Interlocal Agreement with the County regarding an Outreach Coordinator.**
 - Bexar County is asking the City to sign a separate agreement with Haven for Hope. They will be completing a draft and sending it over for council approval in March 5, 2024.
 - Council approved
 - Budget adjustment 3/19/24 Approved
- **Legal review of the Sign Code**
 - Councilor Orozco and Bradshaw will work on this item.
 - Look into sign flippers in the median on Bandera
 - The council requested this item go to the Economic Development Advisory Committee. Economic Development Advisory Committee completed its review and a recommended version will come to council in April.
 - First read was held 4/16/24
 - Second Read 5/7/2024 passed unanimously
- **John Marshall Traffic Plan – CR, JH**
 - Discussed at the following Council meeting.
 - 12/14/2022 Next steps
 - NISD engineers are still working on the plan, collecting traffic counts, and coordinating with CoSA Traffic Department.
 - Once complete, additional meetings will be held with the City to determine the feasibility and appropriateness.
 - Once plans are final, the proposal will be presented to City Council for approval.
 - John Marshal Update on 3/15 based on 2/14 meeting.
 - The City received feedback on possible neighborhood suggestions on 5/09/2022. Joint meeting to be determined.
 - Heard by City Council to possible street closures on 8/23/20. Engineers will develop a report, and PD and Fire will review it.
 - Taking to Council on 10/3/2022.
 - 2/7/2023 council will review speed pads and school zones.
 - Council decided to move forward with the speed pads and wait on the school zone. The delineators will also be left alone.
 - Speed pads have been installed and school zone on Huebner is being addressed.
 - Interlocal agreement with San Antonio is complete. A budget adjustment of \$74,000 was approved by the Council for the mast traffic arms.
 - We met with the contractor, The Levy Company, and they informed us that the mast arms will take 16-24 weeks for delivery, so work will not start until December or January.

- 1/10/2023- installation has begun
- School Zone operable and seems to be working