



CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, August 20, 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 of a Proclamation Declaring Payroll Week - Ms. Denise Kelly with Holt CAT - Mayor Chris Riley
2. Presentation, Discussion and Possible Action to Consider Accepting a Grant, From the Channing's Joy Foundation, for the Construction and Installation of Communication Boards in All City Parks - M. Moritz, Public Works Director
3. Presentation, Discussion and Possible Action to Award the Fiscal Year 2025 Group Insurance Bid for Employee Medical, Dental, and Life Insurances provided by Gallagher Benefit Services - L. Hernandez, HR Director

4. 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.

5. City Manager's Report

1. Upcoming Important Events:

Regular City Council Meeting, Tuesday, September 03, 2024, at 6:30 PM, in City Council Chambers.

November 05, 2024 Joint General, Special and Charter Election for Early Voting and Election Day - Early voting begins Monday, October 21, 2024.

Coffee with the Mayor & City Council, Saturday, October 26, 2024, 9:00 AM to 11:00 AM, at the Leon Valley Conference Center.

Trash & Treasure Event, Saturday, October 26, 2024, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.

Arbor Day Event, Saturday, October 26, 2024, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.

Leon Valley Night Out, Tuesday, October 01, 2024.

Miscellaneous other events and announcements

6. 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:

a. 08-06-2024 Regular City Council Meeting Minutes

2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:

a. 05-09-2024 Library Advisory Board Meeting Minutes

b. 05-08-2024 Earthwise Living Committee Meeting Minutes

3. Presentation and Discussion of the Monthly Financial Report Ending July 31, 2024 - C. Goering, Finance Director

4. Discussion and Possible Action of an Ordinance Granting a Specific Use Permit (SUP) on an approximately 0.3444 Acre Tract of Vacant Land, Located at 7125 and 7129 Bandera Road, Being Lots 8 and 9, Block A, Linkwood Addition Subdivision, for the Construction of an Office Building (1st Read was Held on 08-06-2024) - M. Teague, Director of Planning and Zoning

5. Discussion and Possible Action of an Ordinance Authorizing a Budget Adjustment in the Amount of \$168,723 from the Stormwater Fund Reserve to Provide Additional Funding for the Huebner Creek Erosion Control Project Segment 1 (1st Read was Held on 08-06-2024) - M. Moritz, Public Works Director
6. Discussion and Possible Action of an Ordinance Granting a Variance to the Leon Valley Code of Ordinances, Chapter 8 Offenses and Nuisances, Article 8.09.022, Placing a Fence or Other Obstacle in Drain or Easement, at Northwest Industrial Drive and Bandera Road, Being Lot 1, Block 1, CB 4428F, Northwest Industrial Park Unit 1 (1st Read was Held on 08-06-2024) - M. Teague - Director of Planning and Zoning
7. Discussion and Possible Action of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A16 Water and Wastewater Impact Fees, Section A16.002 Sewer Impact Fees, 4. San Antonio Water System, to Allow Direct Payment to the San Antonio Water System (SAWS) by Developers for SAWS Sewer Impact Fees (1st Read was Held on 08-06-2024) - M. Moritz, Public Works Director
8. Discussion and Possible Action of an Ordinance Amending Chapter 10 Subdivision Regulations, Division 4. Additional Regulations, Section 10.02.151 Additional Regulations, Subsection (c) to Allow Deferral of Water Meter and Sidewalk Installation to the Building Phase of a Subdivision Project (1st Read was Held on 08-06-2024) - M. Moritz, Public Works Director
9. Discussion and Possible Action on a Resolution Appointing a Member to the Citizens Police Advisory Committee - S. Passailaigue, City Secretary
10. Discussion and Possible Action on an Ordinance Authorizing the Amendment of the General Fund Budget for Fiscal Year 2023-2024 in the Amount of \$38,760.46 for the Household Hazardous Waste Event (1st Read was Held on 08-06-2024) - C. Miranda, Community Relations Director
11. Discussion and Possible Action on a Resolution of the City of Leon Valley, TX., City Council Appointing an Alternate Member to the Leon Valley Planning & Zoning Commission - Mayor Chris Riley

7. Regular Agenda

1. Discussion and Possible Action of an Ordinance Rezoning Approximately 30-Acres of Land From R-1 (Single Family Dwelling) and RE-1 (Residential Estate) Zoning Districts to a Planned Development District (PDD) with R-6 (Garden Home) District Base Zoning, on a 19.614 Acre Tract, Being Lots 1 and 2, Block 1, CB 4430 Grass Hill Estates Subdivision and an Unplatted 11.37 Acre Tract, Being Parcel 13, Abstract 432, CB 4430, Located in the 6500 Block of Samaritan Drive and a Portion Surrounded by Aids, Samaritan, Grass Hill, and William Rancher Streets, Leon Valley, Texas - Councilor Rey Orozco and Councilor Will Bradshaw (1st Read was Held on 08-06-2024) - M. Teague, Planning and Zoning Director

2. Conduct a **Public Hearing** for the City of Leon Valley on the Proposed Budget Fiscal Year 2024-2025 - Dr. Caldera, City Manager
3. Discussion and Possible Action on an Ordinance Approving and Adopting Fiscal Year 2024-2025 Budget and Associated Capital Acquisition Plan (1st Read Was Held on 06-04-2024) - Dr. Caldera, City Manager
4. Discussion and Possible Action of a Resolution Ratifying the Fiscal Year 2025 Budget - C. Goering, Finance Director
5. Conduct a **Public Hearing** for the City of Leon Valley on the Proposed 2024 Tax Rate - Dr. Caldera, City Manager
6. Discussion and Possible Action on an Ordinance Approving and Adopting the Tax Year 2024; Tax Rate for the Maintenance and Operations at \$0.44021 and the Interest and Sinking Fund at \$0.044718, for a Total Tax Rate of \$0.484739 (1st Read Was Held on 08-06-2024) - Dr. Caldera, City Manager
7. Discussion and Possible Action of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management, Division 3 Drought Management, Section 14.11.073 Definitions and Section 14.11.074 Demand Reduction Measures to Revise the Definition of “Stage”, Revise Allowed Watering Hours, Add a Surcharge to (C), and Add (1) (E) Stage V, (3) (E) Stage V, and (8) Drought Surcharge Appeal; and Amend Appendix A Fee Schedule, Article A11.000 Water and Sewer Fees, Section A11.001 Generally to Add a Subsection (s) Critical Period Drought Management Surcharges, to Create Fees for Certain Water Usage Thresholds During Stages III, IV, and V Critical Period Drought Management (1st Read was Held on 08-06-2024) - M. Moritz, Public Works Director
8. **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.**
 1. **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.**

9. 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).

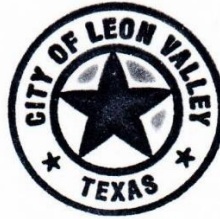
Sec. 551.0411. MEETING NOTICE REQUIREMENTS IN CERTAIN CIRCUMSTANCES: (a) Section does not require a governmental body that recesses an open meeting to the following regular business day to post notice of the continued meeting if the action is taken in good faith and not to circumvent this chapter. If 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 arrange for assistance, call (210) 684-1391, Extension 212.



SAUNDRA PASSAILAIGUE, TRMC
City Secretary
MONTH XX, 2022 XX:XX PM





National Payroll Week Proclamation

Whereas the Payroll Org and its more than 20,000 members have launched a nationwide public awareness campaign that pays tribute to the nearly 150 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings, and withholding federal employment taxes; and

Whereas payroll professionals in the City of León Valley, Texas play a key role in maintaining the economic health of the City of Leon Valley, carrying out such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting, and depositing; and

Whereas payroll departments collectively spend more than \$2.4 trillion annually complying with myriad federal and state wage and tax laws; and Whereas payroll professionals play an increasingly important role ensuring the economic security of American families by helping to identify noncustodial parents and making sure they comply with their child support mandates; and

Whereas payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

Whereas payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

Whereas the week in which Labor Day falls has been proclaimed National Payroll Week, I hereby give additional support to the efforts of the people who work in the City of Leon Valley, Texas and of the payroll profession by proclaiming the first full week of September Payroll Week for this City of Leon Valley, Texas.

Signed by my hand on this the 20th day of August, 2024.

Chris Riley

Mayor Chris Riley



MAYOR AND CITY COUNCIL COMMUNICATION

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Melinda Moritz, Public Works Director

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

SUBJECT: Presentation, Discussion, and Possible Action to Consider Accepting a Grant, From the Channing's Joy Foundation, for the Construction and Installation of Communication Boards in All City Parks

SPONSOR(S): N/A

PURPOSE

This M & C is to consider accepting a grant from the Channing's Joy Foundation for the construction and installation of communication boards at all city parks (www.channingsjoy.com).

BACKGROUND

The city received a request from resident Jessica Manley to consider accepting a grant from the Channing's Joy Foundation to install a communication board at Raymond Rimkus Park, so that parents of autistic and other nonverbal persons could have an easier time communicating while at the playgrounds. After some discussion, staff asked if the Foundation would consider installing these boards at all city park facilities. After consideration, the Foundation agreed.

What Are Communication Boards?

Communication boards are typically made of an all-weather sign with wood or metal posts affixed low to the ground, depicting customizable symbols such as a slide, a merry go round, characters in different forms of action, etc., with an explanation of how to use the board. They are geared towards nonverbal children and other persons, specifically for those on the autism spectrum, to aid in communications between the nonverbal person and their caregiver. Ms. Manley is willing to donate her time to customize the sign symbols for each park's play activities.

Who and what is the Channing's Joy Foundation?

From their website:

"The Channing's Joy Foundation was founded in 2022 by Channing's mama, Lauren. The

foundation is run solely by Lauren (with the help of her husband, Chad) and is dedicated to promoting inclusion and acceptance of autism and all individuals with special needs. Channing, the foundation's namesake, was diagnosed with autism spectrum disorder in 2018. All proceeds collected by the foundation go to support families of children with special needs and/or organizations whose mission is to promote inclusion."

According to the Centers for Disease Control, in the United States, one in 36 children have autism, up from a previous rate of one in 44. One in 45 adults also has autism. Further statistics indicate that four in 100 are boys and one in 100 are girls. Boys are nearly four times more likely to be diagnosed with autism than girls.

A child or adult with autism spectrum disorder may have problems with social interaction and communication skills, such as failing to respond to his or her name or appears not to hear at times, seems to prefer playing alone, doesn't speak or has delayed speech, or loses the previous ability to say words or sentences, can't start a conversation or keep one going, or only starts one to make requests or label items, speaks with an abnormal tone or rhythm and may use a singsong voice or robot-like speech, and repeats words or phrases verbatim, without knowing the meaning.

These boards make communication less stressful, as the nonverbal person need only point to a symbol to communicate their feelings, thoughts, or needs to the caregiver. The boards have an explanation on one side to let others know how to use them. They will also be useful for children aged two to four that may not have total command of a language and may even become a game play feature on their own.

Leon Valley would be the first city in Bexar County to include these boards in public playground areas and would further the goal of having all-inclusive playgrounds.

FISCAL IMPACT

The Channing’s Joy Foundation is donating the boards, including installation, to the city. Public Works Crews will have to maintain them, but they are all-weather commercial grade signs and should last for years.

Parents of persons with disabilities pay property and sales taxes that are used to support the city’s parks system, and the inclusion of these boards will assist their nonverbal children in using the park equipment and property that the parents helped fund.

RECOMMENDATION

Staff recommends accepting the grant.

APPROVED : _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Accept a Grant Communication Boards City Parks

Melinda Moritz, Public Works Director
City Council Meeting
August 20, 2024

Summary

- Question
 - City Council is being asked to accept a grant from the Channing’s Joy Foundation to install communication boards at all city parks
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - Staff recommends accepting the grant, as this furthers the goal of having all-inclusive park facilities

Purpose

- To consider accepting a grant from the Channing's Joy Foundation
- For the construction & installation of communication boards at all city parks (www.channingsjoy.com)
- To benefit nonverbal children & caregivers in communications at playgrounds

Background

- City received request from a resident to accept a grant (Channing's Joy Foundation) to install a communication board at Raymond Rimkus Park
 - Autistic children & other nonverbal persons would have an easier time communicating at playground
- After discussion, staff asked if the grant could include donating these boards at all city park facilities
- After consideration, the Foundation agreed

Communication Board



Communication Board

- Boards made of all-weather sign with wood or metal posts affixed low to the ground, depicting customizable symbols
 - slide, merry go round, home, characters in action, etc., & explanation of use
- Geared towards nonverbal children & other persons, specifically for those on autism spectrum
 - Aids in communications between nonverbal & caregiver
 - Ms. Manley would donate time to design customized symbols for each park

Communication Board



Purpose

- Boards make communication less stressful
 - Nonverbal person points to symbol to communicate with caregiver
 - Boards have explanation on one side to let others know how to use them
 - Also useful for children 2-4 yrs - may even become a game play feature
- Leon Valley would be first city in County to include in public playgrounds
- Furthers goal of ADA & all-inclusive playgrounds

Fiscal Impact

- Channing's Joy Foundation is donating the boards, including installation, to the city
 - PW Crew will maintain, but signs are commercial grade, all-weather & should last for years
- Parents of persons with disabilities pay property & sales taxes used to support city parks
- Inclusion of boards will assist nonverbal children in using the park equipment & property that parents helped fund

Recommendation

- Staff recommends accepting the grant

MAYOR AND COUNCIL COMMUNICATION

DATE: August 20, 2024

TO: Mayor and Council

FROM: Lisa Hernandez, Human Resources Director

THROUGH: Crystal Caldera, City Manager

SUBJECT: Presentation, Discussion and Possible Action to Award the Fiscal Year 2025 Group Insurance Bid for Employee Medical, Dental and Life Insurances provided by Gallagher Benefit Services.

PURPOSE

To identify health plans that would better serve the needs of the city and its employees while minimizing the city’s and employee’s costs in order to provide quality benefits to employees. The City currently pays 100% of the Employee-Only premium costs for basic health, dental, and life insurances.

Gallagher Benefit Services, Insurance Broker, sought renewal and negotiated health insurance plans and rates for fiscal year beginning October 1, 2024, and ending September 30, 2025. The premium base results for BlueCross BlueShield negotiated renewal for medical insurance represents an increase of 12.4%

- BCBS: 12.4% Increase
- Curative: 32.4% Increase
- EvryHealth: 26.9% Increase
- Aetna: 30.6% Increase
- United HC: 6.2% Increase (Unconventional / Copay Range based)

The city’s current renewal plan with Blue Cross Blue Shield is the most competitive plan design and rate without disrupting current employee health coverage and network providers.

Approval of a plan will authorize the City Manager to execute the city’s group health, dental & life insurance contract through Gallagher Benefit Services, Inc., our Insurance Brokerage firm, which will serve as the City’s liaison with the insurer selected by the Council.

| HEALTH (MEDICAL) INSURANCE | Current Base BCBS | Renewal Base BCBS |
|----------------------------|-------------------|-------------------|
| Premium | | |
| EE Only (City's Portion) | \$697.38 | \$783.91 |
| EE & Spouse | \$1,238.53 | \$1,392.14 |
| EE & Child | \$974.93 | \$1,095.83 |
| EE & Family | \$1,822.24 | \$2,048.28 |

| DENTAL INSURANCE | Current Base BCBS | Renewal Base BCBS | |
|---------------------------------------|-------------------|-------------------|--------------------------------|
| Premium | | | |
| EE Only | \$24.87 | \$26.11 | |
| EE & Spouse | \$49.75 | \$52.24 | |
| EE & Child | \$67.33 | \$70.70 | |
| EE & Family | \$101.97 | \$107.07 | |
| LIFE INSURANCE | CURRENT | RENEWAL - BCBS | |
| \$10,000 Basic / AD&D | \$1.30 | \$1.30 | |
| Base Employer Cost | CURRENT | RENEWAL - BCBS | RENEWAL - BCBS (Adjusted Cost) |
| Health | \$697.38 | \$783.91 | \$818.28 |
| Dental | \$24.87 | \$26.11 | \$26.11 |
| Life | \$1.30 | \$1.30 | \$1.30 |
| Total per Month per Emp | \$723.55 | \$811.32 | \$845.69 |
| | | | |
| \$ Increase/(Decrease) from Last Year | | \$87.77 | \$122.14 |
| % Increase/(Decrease) from Last Year | | 12.13% | 16.88% |

| | Current Plan | Current Employee Portion | Renewal Rate | New Employee Portion | Increase Difference | Proposed Rate | Increase Difference |
|--------------------------|--------------|--------------------------|--------------|----------------------|---------------------|---------------|---------------------|
| EE Only (City's Portion) | \$697.38 | \$0.00 | \$783.91 | \$0.00 | \$0.00 | \$818.28 | \$0.00 |
| EE & Spouse | \$1,238.53 | \$541.15 | \$1,392.14 | \$608.23 | \$67.08 | \$573.86 | \$32.71 |
| EE & Child | \$974.93 | \$277.55 | \$1,095.83 | \$311.92 | \$34.37 | \$277.55 | \$0.00 |
| EE & Family | \$1,822.24 | \$1,127.86 | \$2,048.28 | \$1,264.37 | \$136.51 | \$1,230.00 | \$102.14 |

FISCAL IMPACT

The total premium increase cost for the BCBS renewal plan for medical, dental and life insurance benefits is 12.13%; however, staff is proposing to increase the city's covered costs for employee from \$783.91 to \$818.28 to minimize increases of employee dependent coverages. The renewal plan and rates with BCBS is budgeted in the FY 2025 Budget.

RECOMMENDATION

To approve the benefits bid contract with BlueCross BlueShield of Texas for the renewal plan designs: MTBCP018 Blue Choice PPO Medical Plan, DTNLM08 Blue Care Dental Low Plan, and the Dearborn Basic Life / AD&D Insurance Plans, with optional buy-up plan designs for medical and dental.

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Group Benefits FY 2025

Regular City Council Meeting

August 20, 2024

Lisa Hernandez, HR Director

Purpose

- To review and award the bid for employee group benefits for:
 - Medical
 - Dental
 - Life and AD&D

Medical Renewal

Base Plan

| HEALTH (MEDICAL) INSURANCE | Current Base BCBS | EE OOP Cost | Renewal Base BCBS | EE OOP Cost | Employer Increased Cost to Reduce EE OOP for Dependent |
|----------------------------|---------------------|-------------|-------------------|---------------------|--|
| CY Deductible | \$2,000 | | | \$2,000 | |
| Max OOP | \$6,000 | | | \$6,000 | |
| Preventative | 100% | | | 100% | |
| Office Copays | \$35PCP/\$70 Spec | | | \$35PCP/\$70 Spec | |
| Urgent Care | \$75 | | | \$75 | |
| ER (Copay) | 40% after \$500 | | | 40% after \$500 | |
| Prescription - Preferred | \$0/\$10/\$50/\$100 | | | \$0/\$10/\$50/\$100 | |
| Premium | | | | | |
| EE Only (City's Portion) | \$697.38 | \$0.00 | \$783.91 | \$0.00 | \$818.28 |
| EE & Spouse | \$1,238.53 | \$541.15 | \$1,392.14 | \$608.23 | \$573.86 |
| EE & Child | \$974.93 | \$277.55 | \$1,095.83 | \$311.92 | \$277.55 |
| EE & Family | \$1,822.24 | \$1,127.86 | \$2,048.28 | \$1,264.37 | \$1,230.00 |

There is actual renewal base plan increased by 12.4%; however, increasing the city's portion by \$34.37 or 4.9% will help minimize employee dependent cost.

Medical Renewal Impact

| | | Current | | | New | | | |
|--------------------------|--------------|------------|--|------------|------------|------------|-----------------|------------|
| | Current Plan | Employee | | Renewal | Employee | Increase | Proposed | Increase |
| | | Portion | | Rate | Portion | Difference | Rate | Difference |
| EE Only (City's Portion) | \$697.38 | \$0.00 | | \$783.91 | \$0.00 | \$0.00 | \$818.28 | \$0.00 |
| EE & Spouse | \$1,238.53 | \$541.15 | | \$1,392.14 | \$608.23 | \$67.08 | \$573.86 | \$32.71 |
| EE & Child | \$974.93 | \$277.55 | | \$1,095.83 | \$311.92 | \$34.37 | \$277.55 | \$0.00 |
| EE & Family | \$1,822.24 | \$1,127.86 | | \$2,048.28 | \$1,264.37 | \$136.51 | \$1,230.00 | \$102.14 |

Dental & Life

| DENTAL INSURANCE | Current Base BCBS | EE OOP Cost | Renewal Base BCBS | EE OOP Cost |
|----------------------------|------------------------------|------------------------|------------------------------|------------------------|
| CYD | \$50 | | \$50 | |
| Preventative | 100% | | 100% | |
| Basic- ER Exam, Root Canal | 80% | | 80% | |
| Major-Crowns Implants | 50% | | 50% | |
| Benefit Maximum | \$1,500 | | \$1,500 | |
| Premium | | | | |
| EE Only | \$24.87 | \$0.00 | \$26.11 | \$0.00 |
| EE & Spouse | \$49.75 | \$24.88 | \$52.24 | \$26.13 |
| EE & Child | \$67.33 | \$42.46 | \$70.70 | \$44.59 |
| EE & Family | \$101.97 | \$77.10 | \$107.07 | \$80.96 |

| LIFE INSURANCE | CURRENT | EE OOP Cost | RENEWAL - BCBS | EE OOP Cost |
|-----------------------|----------------|------------------------|-----------------------|------------------------|
| \$10,000 Basic / AD&D | \$1.30 | \$0.00 | \$1.30 | \$0.00 |

The renewal base plan for dental increased by 5%;
no increased cost for group life insurance.



Other Benefits

- Employee Medical Buy-Up plan options:
 - Buy-up decreases individual annual deductible from \$2,000 to \$1,000, reduces employee coinsurance percentage and copay costs.
 - City proposes to pay the Base Plan at a Premium Rate of \$818.28 for Employee Only; Employee is responsible for difference above the base premium for either buy-option.

- Employee Dental Buy-Up (High) plan option:
 - City pays up to Base Plan Premium Rate (\$26.11) for Employee Only; Employee is responsible for difference above the base premium for high plan option.

- Vision coverage is optional:
 - Employee only cost is \$9.04 per month.

- Supplemental Critical Illness and Accident plans with Allstate at employee cost.

- Supplemental Term Life options with Dearborn above the Basic Life/AD&D Benefit at employee cost.

Fiscal Impact

The City’s group insurance benefit costs with the adjusted rate is budgeted in the FY 2024-25 budget.

| Base Employer Cost | CURRENT | RENEWAL - BCBS | RENEWAL - BCBS (Adjusted Cost) |
|---------------------------------------|-----------------|-----------------|--------------------------------|
| Health | \$697.38 | \$783.91 | \$818.28 |
| Dental | \$24.87 | \$26.11 | \$26.11 |
| Life | \$1.30 | \$1.30 | \$1.30 |
| Total per Month per Emp | \$723.55 | \$811.32 | \$845.69 |
| | | | |
| \$ Increase/(Decrease) from Last Year | | \$87.77 | \$122.14 |
| % Increase/(Decrease) from Last Year | | 12.13% | 16.88% |



Recommendations

- To renew benefits bid with Blue Cross Blue Shield for Insurance Plans:
 - Medical: MTBCP018 Blue Choice PPO Plan
 - Dental: DTNLM08 Blue Care Dental Low Plan
 - Life: Dearborn Basic / AD&D
- To provide employee optional buy-up plans for medical and dental insurance.
- To provide employee optional vision and supplemental plans.



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, August 06, 2024 at 6:00 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
- Council Place 2 Betty Heyl
- Mayor Pro-Tem, Council Place 3 Philip Campos
- Council Place 4 Rey Orozco
- Council Place 5 Will Bradshaw

Mayor Chris Riley called the meeting to order at 6:00 PM and announced that a quorum of City Council was present in Council Chambers.

Mayor Riley asked Councilor Philip Campos to lead the Pledge of Allegiance.

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

Mayor Riley read aloud the caption for both Agenda Item 2.1 and 2.2.

- 1. The City Council shall meet in Executive Session Pursuant to Texas Local Government Code Section 551.071: Consultation with the Attorney and Section 551.087 Deliberation regarding Economic Development negotiations regarding a possible 380 agreement with 6400 Bandera, LLC.**

2. **The City Council shall meet in Executive Session Pursuant to Texas Local Government Code Section 551.071: Consultation with the Attorney and Section 551.087 Deliberation regarding Economic Development negotiations regarding an agreement with Global Gate USA.**

The City Council went into Executive Session at 6:02 PM

3. **Reconvene into Regular Session**

The City Council reconvened into Open Session at 6:31 PM

4. **Possible Action on Issues Discussed in Executive Session If Necessary**

Councilor Will Bradshaw motioned to allow the city manager to enter into negotiations for a 380 agreement with 6400 Bandera LLC. Councilor Rey Orozco seconded the motion.

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

The motion passed unanimously.

Councilor Philip Campos motioned to allow the city manager to enter into a grant agreement negotiations with Global Gate USA for the amount of \$4,755.00. Councilor Rey Orozco seconded the motion.

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

The motion passed unanimously.

5. **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.

Those who spoke at this time were Drew Power, Richard Blackmore, Charles Matthews, and Erick Matta

Mayor Riley moved Agenda Item 10.11 up on the agenda at this time.

6. **Regular Agenda**

1. **Presentation, Discussion, and Possible Action on an In-Kind Grant Application from American Legion for their September 11 Ceremony. - C. Miranda, Community Relations Director**

Crystal Miranda, Community Relations Director, presented this item.

Councilor Rey Orozco motioned to grant the request from the American Legion as presented. Councilor Benny Martinez seconded the motion.

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

The motion passed unanimously.

7. Presentations

1. Presentation and Discussion on an Ordinance Authorizing the Proposed 2024 Property Tax Rate and Call for Public Hearing and Adopt Tax Hearing (1st Reading as Required by City Charter) - Dr. Caldera, City Manager

Dr. Crystal Caldera, City Manager, presented the item.

The majority of City Council wanted to keep the tax rate at .484739. This item will be brought back to the August 20, 2024 City Council meeting for a second read.

8. 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.

9. 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, informed everyone that this year's Trash & Treasure will be held October 26, 2024 and that next year it will be held in September; and that Tiger Sanitation had an employee fall ill today so if your solid waste was not picked up, it will be tomorrow.

1. Upcoming Important Events

- **Regular City Council Meeting, Tuesday, August 20, 2024, at 6:30 PM, in City Council Chambers.**
- **Movies in the Park featuring Kung Fu Panda 4 , Friday, August 16, 2024, at Dusk, at Veteran's Park near the Community/Conference Center Grassy Area, 6421 Evers Road.**
- **Crime Control & Prevention Board of Directors Meeting, Tuesday, August 20, 2024, at 5:45 PM, in City Council Chambers.**
- **Trash & Treasure Event, Saturday, October 26, 2024, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.**
- **Arbor Day Event, Saturday, October 26, 2024, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.**
- **Leon Valley Night Out, Tuesday, October 01, 2024.**

- **Miscellaneous other events and announcements.**

10. 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.

Councilor Benny Martinez requested that item 9.9 be pulled for discussion.

Councilor Will Bradshaw motioned to accept the Consent Agenda as presented, with the exception of 9.9. Councilor Rey Orozco seconded the motion.

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Mayor Pro-Tem, 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:**
 - a. **07-16-2024 Regular City Council Meeting Minutes**
2. **Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
 - a. **05-09-2024 Park Commission Meeting Minutes**
 - b. **06-25-2024 Planning & Zoning Commission Meeting Minutes**
3. **Presentation, Discussion and Possible Action of Councilor Rey Orozco's Excused Absence for the August 20, 2024, City Council Meeting as Provided in the Charter Section 3.08, Subsection B, Part 3**
4. **Discussion and Possible Action to Appoint Members to the Planning & Zoning Commission - S. Passailaigue, City Secretary**
5. **Discussion and Possible Action of an Ordinance on a Request for a Specific Use Permit (SUP) on an Approximately 2.75 Acre Tract of Vacant Land, Located in the 5300 Block of Wurzbach Road, Being Lots 5, 24, and 25, Block 4, CB 9904, Rollingwood Ridge Subdivision, and Zoned B-3 Commercial with Commercial/Industrial Overlay Zoning, for the Construction of a "Church and Learning Center" (1st Read was Held on 07-16-2024) - R. Salinas, Economic Development Director**
6. **Discussion and Possible Action of an Ordinance Authorizing a Zone Change from B-3 Commercial with the Sustainability Overlay District to B-3 Commercial Zoning District on an Approximately 1.05 Acre Tract of Vacant Land, Located in the 6400 Block of Grissom Road, Being Lot 73, CB 5784 Leon Valley Addition Glass Service Subdivision (1st Read was Held 7-16-24) - R. Salinas, Economic Development Director**

7. **Discussion and Possible Action to Deny an Ordinance Requesting a Zone Change From R-1 (Single Family Dwelling) District with Sustainability Overlay to B-3 (Commercial) Zoning District, on Approximately 0.4028-Acre Tract of Vacant Land, Located at 7704 and 7708 Eckhert Road, Being Lots 13 and 14, Block 1, CB 4446A, Linkwood Addition Subdivision (1st Read was Held 07-16-2024) - R. Salinas, Economic Development Director**
8. **Discussion and Possible Action on a Resolution Rejecting a Bid Received for the CDBG East of Wurzbach Sewer Main Project from Allteam Solutions in the Amount of \$109,665.00 and Authorizing the City Manager to Re-advertise for bids - D. Dimaline, Assistant Public Works Director**
9. **Presentation, Discussion, and Possible Action to Consider Approval of a Request by Spirit Halloween for a Variance to Chapter 3 Building Regulations, Article 3.04 Signs, Section 3.04.013 Temporary signs, (b), to Display a Temporary Sign for Longer Than Allowed by the Code, Located at 6808 Huebner Rd - M. Teague, Planning and Zoning Director**

11. Regular Agenda

1. **Discussion and Possible Action on a Resolution Awarding the Lowest Qualified Bid in the Amount of \$895,626.73, with 15% for Contingency and Authorizing the City Manager to Enter into a Contract with Clark Construction of Texas, Inc. for the FY 2024 Street Maintenance Program - D. Dimaline, Assistant Public Works Director**

David Dimaline, Assistant Public Works Director, presented the item.

Councilor Benny Martinez requested that Mr. Dimaline make an amendment to the contract by replacing the "owner" with "City of Leon Valley or CoLV".

Councilor Benny Martinez motioned to approve the resolution with the requested amendment. Councilor Philip Campos seconded the motion.

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

The motion passed unanimously.

2. **Presentation, Discussion, and Public Hearing, to Consider Approval of an Ordinance Requesting to Rezone Approximately 32-Acres of Land From R-1 (Single Family Dwelling) and RE-1 (Residential Estate) Zoning Districts to a Planned Development District (PDD) with R-6 (Garden Home) District Base Zoning, on a 19.614 Acre Tract, Being Lots 1 and 2, Block 1, CB 4430 Grass Hill Estates Subdivision and an Unplatted 11.37 Acre Tract, Being Parcel 13, Abstract 432, CB 4430, Located in the 6500 Block of Samaritan and a Portion Surrounded by Aids, Samaritan, Grass Hill, and William Rancher Streets, Leon Valley, Texas,**

Being a Total of Approximately 30.984-Acres (1st Read as Required by City Charter) - M. Teague, Planning and Zoning Director

Mindy Teague, Planning and Zoning Director, presented this item.

Mr. Samir Chehade gave a presentation as well.

Mayor Chris Riley opened the Public Hearing at 7:52 PM

Those who spoke were Charles Matthews, Russell Hernandez, Olen Yarnell, Mary Ruth Fernandez, Cynthia Hernandez, Abraham Diaz, Mark Ferris, Theresa Moser, Erick Matta, Sharon Hendricks, Tina Chasan

Mayor Riley closed the Public Hearing at 8:35 PM

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

3. Presentation, Public Hearing, and Discussion to Consider an Approval of an Ordinance Requesting a Specific Use Permit (SUP) on an approximately 0.3444 Acre Tract of Vacant Land, Located at 7125 and 7129 Bandera Road, Being Lots 8 and 9, Block A, Linkwood Addition Subdivision, for the Construction of an Office Building (1st Read as Required by City Charter) - M. Teague, Director of Planning and Zoning

Mindy Teague, Planning and Zoning Director, presented this item.

Mr. Jay Castaneda gave a presentation as well.

Mayor Chris Riley opened the Public Hearing at 8:40 PM

Those who spoke were Drew Power

Mayor Riley closed the Public Hearing at 8:42 PM

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

4. Presentation and Discussion to Consider Approval of an Ordinance Authorizing a Budget Adjustment in the Amount of \$168,723 from the Stormwater Fund Reserve to Provide Additional Funding for the Huebner Creek Erosion Control Project Segment 1 (1st Read as Required by City Charter) - M. Moritz, Public Works Director

Melinda Moritz, Public Works Director presented the item.

Those who spoke were Olen Yarnell.

Councilor Will Bradshaw motioned to move Agenda Item 9.9 up on the agenda as the applicant was waiting. Councilor Rey Orozco seconded the motion.

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

The motion passed unanimously.

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

5. Presentation and Discussion to Consider Approval of an Ordinance Granting a Variance to the Leon Valley Code of Ordinances, Chapter 8 Offenses and Nuisances, Article 8.09.022, Placing a fence or other obstacle in drain or easement, at Northwest Industrial and Bandera (1st Read as required by City Charter) - M. Teague - Director of Planning and Zoning

Mindy Teague, Planning and Zoning Director, presented this item.

Ms. Brittany Sanchez was present on behalf of the applicant.

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

6. Discussion and Possible Action to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A16 Water and Wastewater Impact Fees, Section A16.002 Sewer Impact Fees, 4. San Antonio Water System, to Allow Direct Payment to the San Antonio Water System (SAWS) by Developers for SAWS Sewer Impact Fees (1st Read as Required by City Charter) - M. Moritz, Public Works Director

Melinda Moritz, Public Works Director, presented the item.

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

7. Presentation and Discussion to Consider Approval of an Ordinance Amending Chapter 10 Subdivision Regulations, Division 4. Additional Regulations, Section 10.02.151 Additional Regulations, Subsection (c) to Allow Deferral of Water Meter and Sidewalk Installation to the Building Phase of a Subdivision Project (1st Read as Required by City Charter) - M. Moritz, Public Works Director

Melinda Moritz, Public Works Director, presented this item.

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

8. **Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management, Division 3 Drought Management, Section 14.11.073 Definitions and Section 14.11.074 Demand Reduction Measures to Revise the Definition of "Stage", Revise Allowed Watering Hours, Add a Surcharge to (C), and Add (1) (E) Stage V and (3) (E) Stage V; and Amend Appendix A Fee Schedule, Article A11.000 Water and Sewer Fees, Section A11.001 Generally to Add a Subsection (s) Critical Period Drought Management Surcharges, to Create Fees for Certain Water Usage Thresholds During Stages III, IV, and V Critical Period Drought Management (1st Read as Required by City Charter) - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director, presented the item.

Those who spoke were Charles Mathews, Theresa Moser, and Olen Yarnell

There was a consensus to bring back appeal processes and to provide the Council with a detailed report on how this would impact the City budget.

9. **Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 6 Health and Sanitation, Article 6.03 Weeds, High Grass, and Debris, Section 6.03.002 Prohibited Conditions, (a) to Mandate the Removal of Dead Trees (1st Read as Required by City Charter) - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director, presented the item.

Mayor Riley mentioned that the City Council did receive an email about a dead tree, to which Ms. Moritz responded.

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

10. **Presentation and Discussion on an Ordinance Authorizing the Amendment of the General Fund Budget for Fiscal Year 2023-2024 in the Amount of \$38,760.46 for the Household Hazardous Waste Event (1st Read as Required by City Charter) - C. Miranda, Community Relations Director**

Dr. Crystal Caldera, City Manager, presented the item.

There was a consensus among members of City Council to place this item in the Consent Agenda of the August 20, 2024, Regular City Council Agenda for a second read.

11. Presentation, Discussion and Possible Action for Preliminary Acceptance of the Public Improvements for Senna Phase I, Located at 7213 Huebner - M. Teague, Planning and Zoning Director

Mayor Riley announced that this item has been withdrawn and will be brought back at a future meeting.

12. 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.

13. Adjournment

Mayor Riley announced that the meeting adjourned at 9:39 PM

These minutes approved by the Leon Valley City Council on the 20th of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

ATTEST: _____
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY



**CITY OF LEON VALLEY
LEON VALLEY PUBLIC LIBRARY ADVISORY BOARD**

Leon Valley Public Library
6425 Evers Road, Leon Valley, TX 78238
Thursday, May 09, 2024 at 5:30 PM

MINUTES

- 1. CALL TO ORDER** at 5:30 pm by Clare Brown, chair.
 - a. Clare Brown, Chair – present
 - b. Linda Crews – present
 - c. Maryanna Christensen – present
 - d. Margaret Tovar – present
 - e. Hillary Huber – present
 - f. Patricia Birkhead - unexcused
 - g. Regina Reed, Library Director – present
 - h. Theresa Brader, Assistant Library Director - excused

- 2. CITIZENS TO BE HEARD**

No Citizens to be heard.

- 3. DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING MINUTES**
 - a. 04-11-2024 Library Advisory Board Meeting – Motion to approve the minutes by Hillary Huber, a second by Maryanna Christensen. The motion passed unanimously.

- 4. LIBRARY VOLUNTEER APPRECIATION REVIEW** Discussion led by Regina Reed, Library Director.

- 5. DISCUSSION AND POSSIBLE ACTION ON CANCELING THE JUNE 2024 LIBRARY ADVISORY BOARD MEETING.** Discussion led by Regina Reed. A motion to cancel the June 2024 meeting by Maryanna Christensen, a second by Linda Crews. The motion passed unanimously.

- 6. LIBRARY DIRECTOR'S REPORT** Led by Regina Reed, Library Director.
 - a. Monthly Statistics
 - b. Upcoming Events
 - c. Grants
 - d. TLA 2024

- e. Outreach Efforts
 - f. Summer Reading
7. **FRIENDS OF THE LIBRARY REPORT** Led by Maryanna Christensen, president of the Friends of the Leon Valley Public Library.
8. **TRUSTEE ANNOUNCEMENTS**
- a. Hillary Huber mentioned the John Oliver Special segment regarding libraries.
9. **ADJOURNMENT** Motion to adjourn by Margaret Tovar, a second by Maryanna Christensen, adjourned at 6:54 pm.

These minutes were approved by the Leon Valley Public Library Advisory Board on the 8th of August, 2024.

APPROVED



CLARE BROWN, BOARD CHAIR

ATTEST:



**REGINA REED, BOARD SECRETARY &
LIBRARY DIRECTOR**

**EARTHWISE LIVING COMMITTEE MEETING MINUTES
CITY OF LEON VALLEY, TEXAS
May 8, 2024**

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 8th day of May at 5:30 pm in the Large Conference Room at City Hall, located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business, to-wit:

**REGULAR MEETING OF THE CITY OF LEON VALLEY EARTHWISE LIVING COMMITTEE,
5:55 PM**

1. Call the City of Leon Valley Regular Earthwise Living Committee Meeting to Order and Determine a Quorum is Present.

The meeting was called to order and a quorum was established at 5:55 pm. Members present were Key, Castillo, Zannaras, Marcotte, Vice-Chair Burnside, and Secretary Meffert. Also present were Staff liaison Miranda and Council liaison Mayor Riley. Absent were members Mursch and Campos. Member Valdez has resigned.

2. Review and Consider Approval of the 2024 Regular Earthwise Living Committee Meeting minutes

The meeting minutes from April 10, 2024 were reviewed and a motion to approve was made by Key and second by Castillo.

4. De-Brief from 2024 Earthwise Living Day Event


Invoices are still being received. A report will be prepared when information is available. Preferred placement of sthe two treet banners was determined for the March 1, 2025 event.

5. Other Business

Election of a new Chair is being deferred at this time. Plans for Earthwise Living Day event will be reviewed at the next meeting.

6. Adjournment

The meeting was adjourned without objection at 6:54 pm. The Committee will reconvene on Wednesday, August 14, 2024.


Chair

8-14-24
Date

City of Leon Valley July 2024 Financial Report

Carol Goering
Finance Director
City Council Meeting
August 20, 2024

City of Leon Valley Monthly Financial July 2024

{Section}.63.

General Fund

Target Percentage 83.33%

| REVENUE | FY 2024 BUDGET | FY 2024 Y-T-D ACTUAL | | FY 2023 Y-T-D ACTUAL | |
|---------------------------------|----------------------|-------------------------|--------------|-------------------------|--------------|
| Ad Valorem | \$ 5,470,447 | \$ 5,438,348 | 99.4% | \$ 5,404,316 | 98.7% |
| Sales Taxes | 3,789,946 | 2,481,020 | 65.5% | 2,497,854 | 75.2% |
| Franchise Taxes (*) | 1,001,820 | 506,320 | 50.5% | 706,144 | 78.3% |
| Licenses, Permits, Fees & Fines | 1,237,800 | 1,046,689 | 84.6% | 1,062,118 | 64.6% |
| Interest Income | 316,000 | 392,175 | 124.1% | 298,206 | 565.1% |
| Miscellaneous Revenue | 1,772,504 | 762,070 | 43.0% | 411,681 | 110.3% |
| Transfers In | 2,133,856 | 2,133,856 | 100.0% | 2,267,183 | 109.2% |
| Total Revenue | \$ 15,722,373 | \$ 12,760,478 | 81.2% | \$ 12,647,501 | 89.9% |

| EXPENDITURES | | | | | |
|---------------------------|----------------------|----------------------|--------------|----------------------|--------------|
| Municipal Court | \$ 426,289 | \$ 316,372 | 74.2% | \$ 315,116 | 75.2% |
| Finance | 465,686 | 365,701 | 78.5% | 340,177 | 83.4% |
| Council & Manager | 1,155,434 | 805,412 | 69.7% | 1,060,701 | 79.8% |
| Information Technology | 315,718 | 280,654 | 88.9% | 214,067 | 67.9% |
| Police | 3,542,439 | 2,634,517 | 74.4% | 2,620,713 | 79.2% |
| Impound Lot | 201,505 | 108,918 | 54.1% | 101,084 | 0.0% |
| Fire | 3,900,408 | 2,827,929 | 72.5% | 2,724,113 | 75.2% |
| Public Works | 2,772,751 | 1,872,159 | 67.5% | 1,578,173 | 70.7% |
| Planning and Zoning | 649,790 | 412,591 | 63.5% | 294,178 | 57.1% |
| Economic Development | 514,605 | 254,670 | 49.5% | 189,672 | 0.0% |
| Special Events | 144,606 | 157,804 | 109.1% | 124,641 | 88.8% |
| Parks & Recreation | 3,154,343 | 355,472 | 11.3% | 185,453 | 65.9% |
| Library | 586,862 | 389,527 | 66.4% | 350,472 | 61.2% |
| Transfers Out | - | - | - | 659,000 | 103.1% |
| Total Expenditures | \$ 17,830,436 | \$ 10,781,727 | 60.5% | \$ 10,757,560 | 78.0% |

* Franchise Fees are due 45 days post quarter end. We received the following fees as of 08/13/2024, payments for the Q2 (April-June)

| | |
|---------------------|---------|
| Google | 7,477 |
| CPS | 204,699 |
| Total | 212,176 |
| Franchise Taxes YTD | 718,496 |
| YTD vs Budget | 283,324 |



City of Leon Valley Monthly Financial July 2024

Water/Sewer/Storm Water Fund

Target Percentage 83.33%

| REVENUE | FY 2024 BUDGET | FY 2024 Y-T-D ACTUAL | | FY 2023 Y-T-D ACTUAL | |
|-----------------------|---------------------|-------------------------|--------------|-------------------------|--------------|
| Water Sales | \$ 2,084,115 | \$ 1,471,998 | 70.6% | \$ 1,571,942 | 80% |
| Sewer Sales | 2,516,542 | 2,021,311 | 80.3% | 2,025,754 | 82% |
| Storm Water | 580,444 | 418,350 | 72.1% | 372,149 | 78% |
| Connection & Platting | 350 | 1,500 | 428.6% | - | - |
| Customer Fees | 68,921 | 57,986 | 84.1% | 60,239 | 106% |
| Tapping Fees | 10,000 | 21,371 | 213.7% | - | - |
| Interest Income | 50,000 | 172,481 | 345.0% | 113,278 | 664% |
| Miscellaneous Revenue | 10,500 | 358,852 | 878.2% | 83,076 | 570.8% |
| Total Revenue | \$ 5,320,872 | \$ 4,523,849 | 85.0% | \$ 4,226,437 | 84.7% |

EXPENDITURES

| | | | | | |
|---------------------------|---------------------|---------------------|--------------|---------------------|--------------|
| Water System | 1,844,795 | 927,087 | 50.3% | 690,064 | 73.8% |
| Sewer System | 3,274,892 | 1,742,911 | 53.2% | 1,236,275 | 58.8% |
| Storm Water | 1,177,632 | 434,995 | 36.9% | 49,187 | 55.3% |
| Other Sources/Uses | 1,354,109 | 1,169,147 | 86.3% | 2,269,467 | 0.0% |
| Total Expenditures | \$ 7,651,428 | \$ 4,274,140 | 55.9% | \$ 4,244,993 | 63.2% |

City of Leon Valley Monthly Financial July 2024

{Section}.63.

Community Center Fund

Target Percentage 83.33%

| REVENUE | FY 2024 BUDGET | FY 2024 Y-T-D ACTUAL | | FY 2023 Y-T-D ACTUAL | |
|----------------------|-------------------|-------------------------|--------------|-------------------------|--------------|
| Hotel/Motel Taxes | \$ 84,000 | \$ 36,417 | 43.4% | \$ 42,522 | 60.8% |
| Short Term - Rentals | \$ - | \$ 15,699 | - | \$ - | - |
| RENTAL FEES | | | | | |
| Community Center | 47,900 | 30,503 | 63.7% | 41,079 | 82.2% |
| Conference Center | 16,354 | 22,463 | 137.4% | 14,768 | 0.0% |
| Interest Income | 7,200 | 10,543 | 146.4% | 8,223 | 222.7% |
| Transfers in | - | - | - | - | - |
| Total Revenue | \$ 155,454 | \$ 115,625 | 74.4% | \$ 106,592 | 73.7% |

EXPENDITURES

| | | | | | |
|---------------------------|-------------------|-------------------|--------------|------------------|--------------|
| Personnel | \$ 89,338 | \$ 72,569 | 81.2% | \$ 63,918 | 86.8% |
| Supplies | 8,000 | 2,378 | 29.7% | 639 | 8.5% |
| Contractual | 59,350 | 32,626 | 55.0% | 27,711 | 53.8% |
| Capital Outlay | 72,000 | 11,287 | 15.7% | - | - |
| Total Expenditures | \$ 228,688 | \$ 118,860 | 52.0% | \$ 92,268 | 63.8% |

City of Leon Valley Monthly Financial July 2024

Economic/Community Development

Target Percentage 83.33%

| REVENUE | FY 2024 | FY 2024 | | FY 2023 | |
|-----------------------|-------------------|-------------------|--------------|-------------------|-------------|
| | Budget | Y-T-D ACTUAL | | Y-T-D Actual | |
| Sales Tax Revenues | \$ 409,000 | \$ 269,912 | 66.0% | \$ 275,099 | 0.0% |
| Interest Income | 11,000 | 20,092 | 182.7% | 15,669 | 0.0% |
| Total Revenues | \$ 420,000 | \$ 290,004 | 69.0% | \$ 290,768 | 0.0% |

EXPENDITURES

| | | | | | |
|---------------------------|-------------------|-------------------|--------------|-------------------|-------------|
| Personnel | \$ 172,139 | \$ 120,079 | 69.8% | \$ 92,642 | 0.0% |
| Supplies | 11,475 | 10,206 | 88.9% | 8,230 | 0.0% |
| Contractual | 324,656 | 124,386 | 38.3% | 88,799 | 0.0% |
| Capital Outlay | 6,335 | - | - | - | - |
| Total Expenditures | \$ 514,605 | \$ 254,670 | 49.5% | \$ 189,672 | 0.0% |

City of Leon Valley Monthly Financial July 2024

Impound Lot

Target Percentage 83.33%

| REVENUE | FY 2024 Budget | FY 2024 Y-T-D ACTUAL | | FY 2023 Y-T-D Actual | |
|-----------------------|-------------------|-------------------------|--------------|-------------------------|-------------|
| Impound Lot Fees | \$ 100,000 | \$ 79,710 | 79.7% | \$ 84,590 | 0.0% |
| Auctions | 65,000 | 80,574 | 124.0% | 64,876 | 0.0% |
| Total Revenues | \$ 165,000 | \$ 160,284 | 97.1% | \$ 149,466 | 0.0% |

EXPENDITURES

| | | | | | |
|---------------------------|-------------------|-------------------|--------------|-------------------|-------------|
| Personnel | \$ 122,502 | \$ 99,578 | 81.3% | \$ 94,065 | 0.0% |
| Supplies | 1,900 | 624 | 32.8% | 2,340 | 0.0% |
| Contractual | 10,000 | 8,716 | 87.2% | 4,680 | 0.0% |
| Capital | 67,103.00 | - | - | - | - |
| Total Expenditures | \$ 201,505 | \$ 108,918 | 54.1% | \$ 101,084 | 0.0% |

City of Leon Valley Monthly Financial July 2024

{Section}.63.

Red Light Cameras (RLC)

Target Percentage 83.33%

| REVENUE | FY 2024 Budget | FY 2024 Y-T-D ACTUAL | | FY 2023 Y-T-D Actual | |
|------------------------|---------------------|-------------------------|---------------|-------------------------|--------------|
| Red Light Camera Fines | \$ 1,895,872 | \$ 2,038,055 | 107.5% | \$ 1,939,651 | 86.8% |
| Late Fees/Court Costs | 200,000 | 155,858 | 77.9% | 153,449 | 0.0% |
| Interest Income | 25,000 | 34,452 | 137.8% | 40,598 | 353.3% |
| Miscellaneous Revenue | - | 22,500 | 0.0% | - | - |
| Transfers in | - | - | - | - | - |
| Total Revenues | \$ 2,120,872 | \$ 2,250,865 | 106.1% | \$ 2,133,698 | 95.2% |

EXPENDITURES

Red Light Cameras (Tier 1)

| | | | | | |
|-------------------------|---------------------|---------------------|--------------|---------------------|--------------|
| Personnel (6 employees) | \$ 642,258 | \$ 499,013 | 77.7% | \$ 492,397 | 80.6% |
| Supplies | 3,150 | - | - | 3,346 | 83.7% |
| Contractual | 887,000 | 573,078 | 64.6% | 657,005 | 72.9% |
| Transfers | 342,558 | 342,558 | 100.0% | 326,574 | 100% |
| Total Tier One | \$ 1,874,966 | \$ 1,414,649 | 75.4% | \$ 1,479,322 | 75.1% |

Traffic Safety (Tier 2)

| | | | | | |
|----------------------------------|-------------------|-------------------|--------------|-------------------|-------------|
| Personnel (2 out of 3 employees) | \$ 298,227 | \$ 178,438 | 59.8% | \$ 181,857 | 0.0% |
| Supplies | 9,800 | 1,981 | 20.2% | 1,455 | 0.0% |
| Contractual | 53,997 | 18,669 | 34.6% | - | - |
| Capital Outlay | 592,568 | 307,003 | 51.8% | 126,000 | 0.0% |
| Total Tier Two | \$ 954,592 | \$ 506,090 | 53.0% | \$ 309,312 | 0.0% |

UNAUDITED

| | | |
|-------------------------------|-------------|--|
| RLC Fines Revenue | 2,038,055 | |
| RLC Expenditures | (1,072,091) | |
| RLC Personnel Transfers YTD | (285,465) | Estimated for the YTD FY |
| | 680,499 | Of this 50% goes to the city the other 50% goes to the state |
| City 50% Revenue (Loss) | 340,249 | This is the 50% that comes to the city |
| Late Fees Revenue | 155,858 | City keeps 100% |
| Interest Income Revenue | 56,952 | City keeps 100% |
| Traffic Safety Expenditures | (506,090) | |
| Total Net Fund Revenue (Loss) | 46,969 | |

City of Leon Valley July 2024 Financial Report

Carol Goering
Finance Director
City Council Meeting
August 20, 2024

MAYOR AND COUNCIL COMMUNICATION

DATE: August 20, 2024
TO: Mayor and Council
FROM: Mindy Teague, Planning & Zoning Director
THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT: Discussion and Possible Action to Consider Approval of an Ordinance Granting a Specific Use Permit (SUP) at Lots 8 & 9, Block A, CB 4446 A, Linkwood Addition Subdivision, being a 0.3444 Acre Tract of Land, Located at 7125 and 7129 Bandera Road

PURPOSE:

To approve a Specific Use Permit for the construction of an office building at Lots 8 & 9, Block A, CB 4446A, Linkwood Addition Subdivision, being a 0.3444 tract of vacant land located at 7125 & 7129 Bandra Road.

The property owner is proposing to construct a four-unit office building. Per the City Engineer, the Specific Use Permit (SUP), meets all requirements of the zoning code for parking, lighting, and landscaping. The applicant has submitted a Traffic Impact Analysis which indicates less than 100 peak hour trips for this use.

HISTORY

The Linkwood Addition subdivision was platted in 1956, and the property was rezoned from R-1 Single Family Dwelling to B-2 Retail in 1978 in a city-initiated zoning case for this entire block. The property was approved for a Specific Use Permit (SUP) in 2020 with this same site plan; however, the permit has expired. The owner will be required to replat the property prior to building.

NOTIFICATION

Eighteen (18) letters were sent to surrounding property owners.
0 - Opposed
0 – In Favor
0 – Undeliverable

FISCAL IMPACT:

The applicant has paid all fees associated with this project. The development of this property will increase ad valorem taxes.

RECOMMENDATION

At their June 25, 2024, meeting, the Planning and Zoning Commission recommended approval of this request.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE GRANTING A SPECIFIC USE PERMIT FOR THE CONSTRUCTION OF A MULTI-TENANT OFFICE BUILDING AT 7125 AND 7129 BANDERA STREET ZONED B-2 RETAIL DISTRICT, BEING LOTS 8 AND 9, BLOCK A, LINKWOOD ADDITION SUBDIVISION; PROVIDING FOR REPEALER AND SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Chapter 211 of the Texas Local Government Code empowers a city to enact zoning regulations and provide for its administration, enforcement and amendment; and

WHEREAS, the City has previously deemed it necessary and desirable to adopt zoning regulations and zoning tools to provide for the orderly development of property within the City to promote the public health, safety, morals and general welfare of the residents of the City, and

WHEREAS, the Leon Valley Code of Ordinances Chapter 14 constitutes the City's Zoning Regulations and requires property to be zoned in accordance with proper designations as defined by the City; and

WHEREAS, the Planning and Zoning Commission of the City of Leon Valley provided adequate notice and held a public hearing in accordance with Chapter 14 of the Leon Valley Code of Ordinances; and

WHEREAS, the Planning and Zoning Commission of the City of Leon Valley has recommended approval of the Specific Use Permit, a zoning tool, to address the use of the designated property; and

WHEREAS, the Planning and Zoning Commission has confirmed that the Specific Use Permit is uniform and conforms to the plan and design of the City of Leon Valley's Zoning regulations and Permitted Use Table and the City of Leon Valley Comprehensive Plan; and

WHEREAS, the City Council of the City of Leon Valley has also held a public hearing regarding the Specific Use Permit for construction of a multi-tenant office building on the affected property and has issued adequate notice to all the affected parties; and

WHEREAS, the City Council of the City of Leon Valley believes the granting of a Specific Use Permit will not adversely affect the character of the area of the neighborhood in which it is proposed to operate the Specific Use Permit; and

WHEREAS, said Specific Use Permit will not substantially depreciate the value of adjacent or nearby properties; and

WHEREAS, said Specific Use Permit will be in keeping with the spirit and intent of the City's Zoning Ordinance; and

WHEREAS, said Specific Use Permit will comply with applicable standards of the district

in which located; and

WHEREAS, said Specific Use Permit will not adversely affect traffic, public health, public utilities, public safety, and the general welfare of the residents of the City of Leon Valley; and

WHEREAS, it is now the desire of the City Council of the City of Leon Valley to grant a Specific Use Permit for the construction and operation of a multi-tenant building

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

SECTION 1. The property being described as approximately a 0.3444 Acre tract of vacant land, located at 7125 and 7129 Bandera Road, being Lots 8 and 9, Block A, Linkwood Addition Subdivision and more particularly described in case file SUP 2024-13, is hereby granted a Specific Use Permit to construct a multi-tenant office building, in a B-2 Retail District, with Sustainability Overlay.

SECTION 2. The City staff is hereby authorized to issue said zoning when all conditions imposed by the City Council have been addressed and complied with in full.

SECTION 3. This Ordinance shall be cumulative of all provisions of the City of Leon Valley, Texas, except where provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event, conflicting provisions of such Ordinance are hereby repealed.

SECTION 4. It is hereby declared to be the intention of the City Council of the City of Leon Valley that this ordinance is not severable.

SECTION 5. The Ordinance shall be effective upon passage and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 20th day of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

CRYSTAL CALDERA, PhD
CITY MANAGER

Approved as to Form:

ARTURO D. 'ART' RODRIGUEZ
CITY ATTORNEY

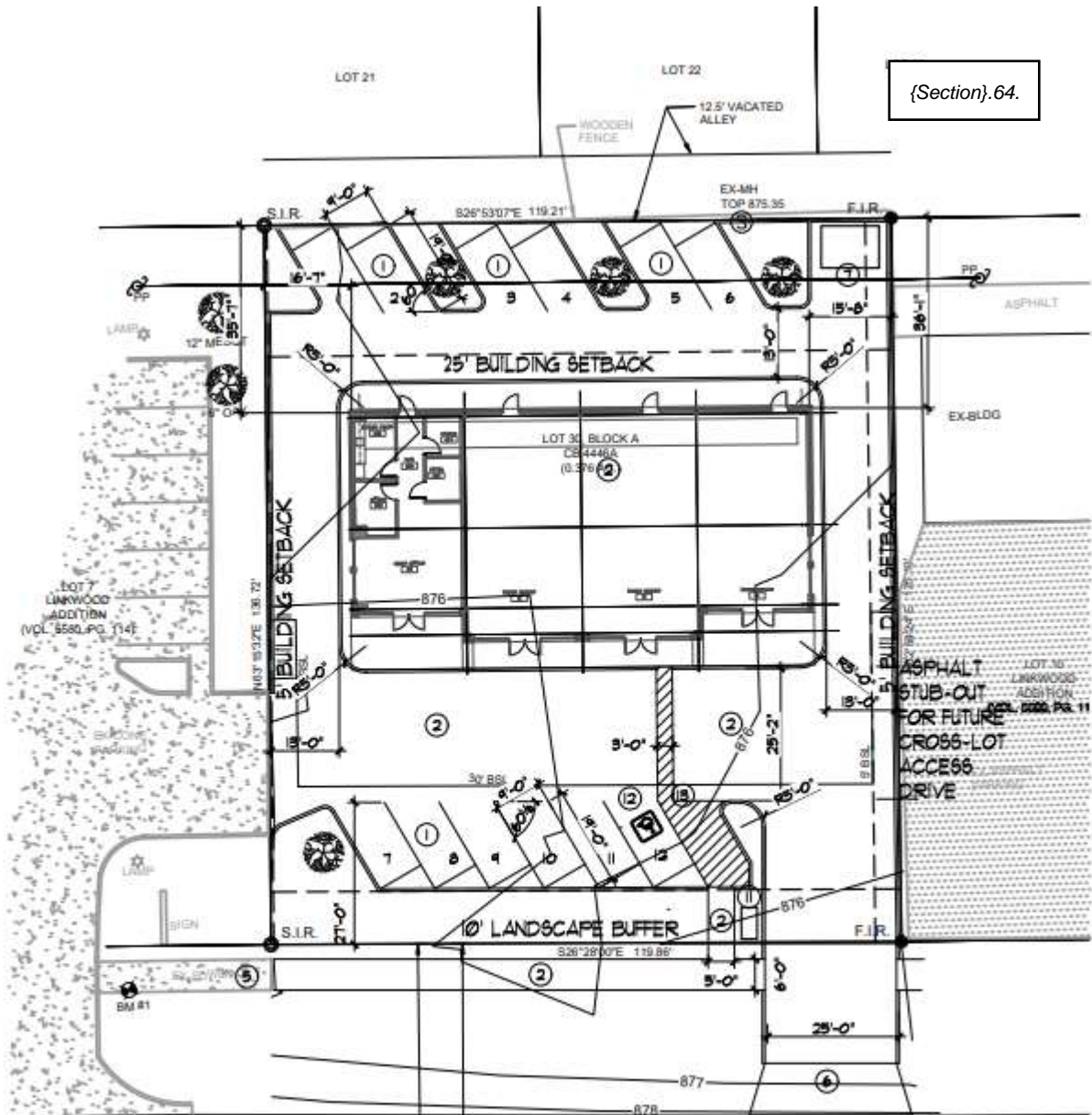
Request for a Specific Use Permit 7125 & 7129 Bandera Linkwood Subdivision

Mindy Teague
Planning and Zoning Director
City Council Meeting
August 20, 2024

Background

- The owner is proposing to construct a 4-unit multi-tenant office building
 - He intends to use one office as an insurance agency
- Per the City Engineer, set-backs, drainage, landscaping, trash, and parking requirements meet Leon Valley code requirements
- The property was rezoned from R-1 to B-2 in 1978 and property was approved for a SUP for this same use in 2020; however, the permit expired
- The property owner will be required to replat the property prior to building

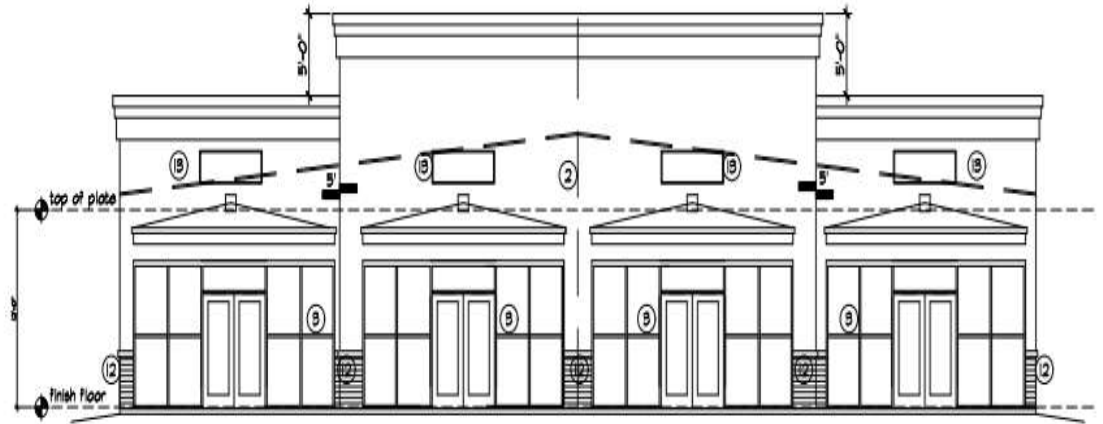
Site Plan 7125 & 7129 Bandera Rd.



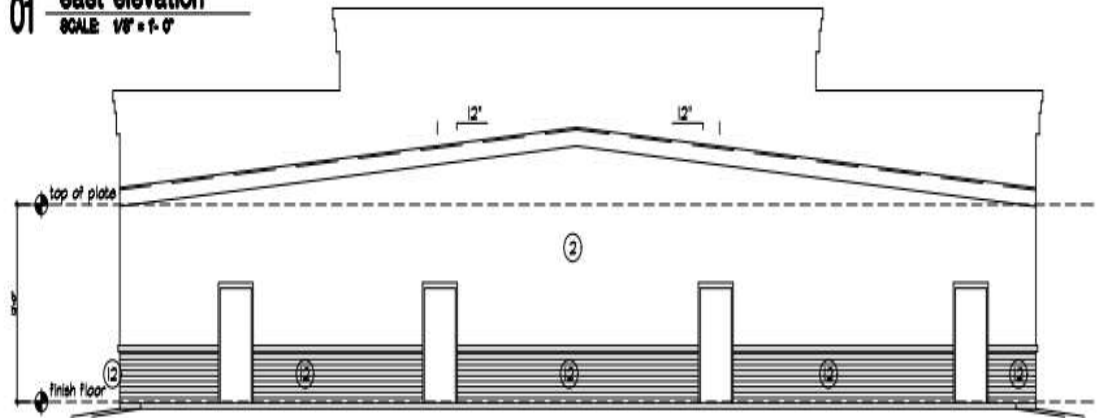
01 new work site plan
SCALE: 1" = 30'-0"



Building Elevations 7125 & 7129 Bandera Rd.



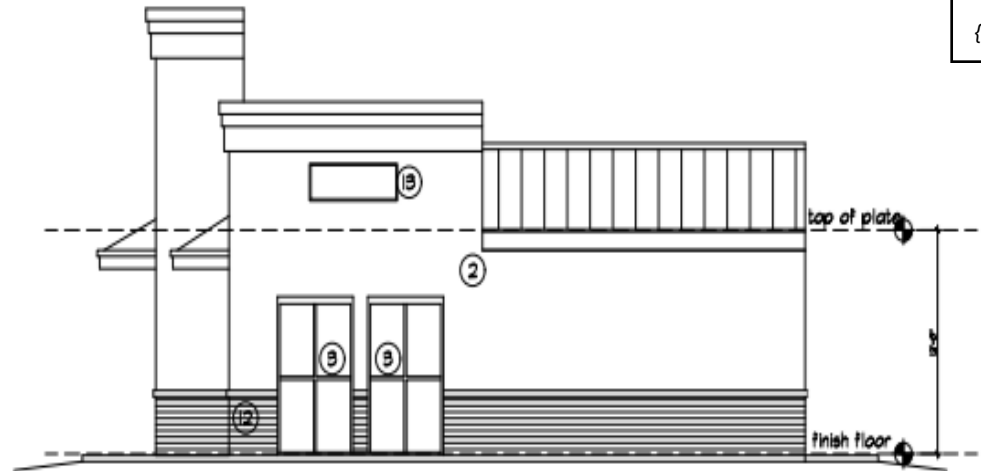
01 east elevation
SCALE: 1/8" = 1'-0"



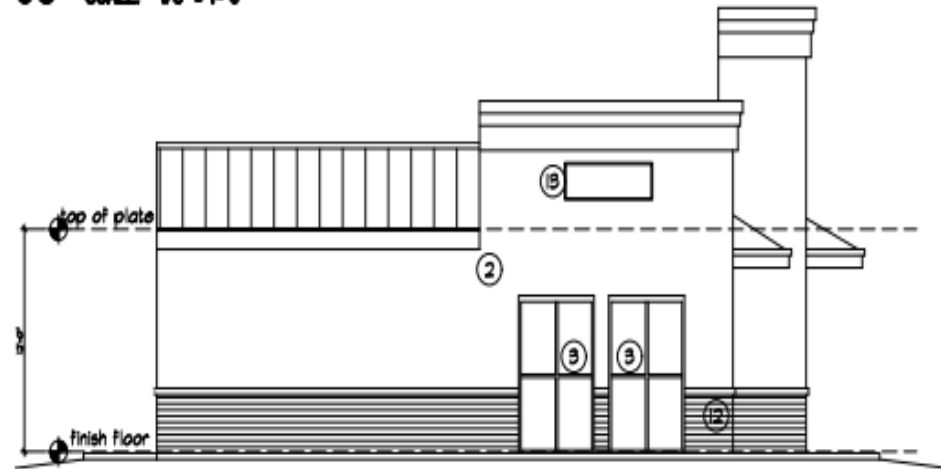
02 west elevation
SCALE: 1/8" = 1'-0"



Building Elevations 7125 & 7129 Bandera Rd.



03 north elevation
SCALE: 1/8" = 1'-0"



04 south elevation
SCALE: 1/8" = 1'-0"

Aerial View 7125 & 7129 Bandera Rd



MASTER PLAN

7125 & 7129
Bandera Rd

LINKWOOD ADDITION

- Property consolidation of Blocks A and B is encouraged for development of B-2 (Retail) properties
- All non-residential zoning in this area shall orient and be accessible only from Bandera Road
- It is recommended that the lots fronting Bandera Road in Blocks A and B should remain B-2 (Retail); lots fronting Linkcrest Drive in Blocks A and B should remain B-2 (retail) or be rezoned to R-1 (Single-Family) or R-2 (duplex)
- It is also recommended that the Zoning Board of Adjustment consider allowing variances to the requirement for rear yard setbacks on any lot or lots, fronting Bandera Road, if warranted

Fiscal Impact

- The owner has paid all fees associated with the specific use permit
- The construction of an office building will increase ad valorem taxes

Recommendation

- At their 6-25-24 meeting, the Planning and Zoning Commission recommended approval of this request

MAYOR AND CITY COUNCIL COMMUNICATION

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Melinda Moritz, Public Works Director

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

SUBJECT: Presentation and Discussion to Consider Approval of an Ordinance Authorizing a Budget Adjustment in the Amount of \$168,723 from the Stormwater Fund Balance to Fund Additional Engineering and Design of a Flood and Erosion Control Project in Huebner Creek

SPONSOR(S): N/A

PURPOSE

This M & C is to approve additional funding for the Huebner Creek Erosion Control Project Segment 1. At the February 24, 2024 City Council meeting, the Council asked that the proposed alignment of the creek be moved to follow the existing alignment of the creek. In addition, Council asked for concrete bank stabilization near the Huebner-Onion Homestead barn. To do so, additional funds are necessary for additional survey cross sections, structural design of the wall, tree surveying, and geotechnical.

FISCAL IMPACT

Detailed Design Phase Services

| | |
|---------------|---------------------|
| Engineering | \$305,614.00 |
| Surveying | \$ 60,095.00 |
| Geotechnical | \$ 14,030.00 |
| Environmental | \$225,643.00 |
| SUE | \$ 27,785.00 |
| Total | \$633,167.00 |

| | |
|---------------------------|---------------------|
| Additional Funding Needed | \$168,723.00 |
| New Total: | \$801,890.00 |

Invoices paid to date: \$162,000.00

Fund balance as 09/30/24 \$1,418,398

STRATEGIC GOALS

This initiative is specifically listed in the 2018 Strategic Goal (4) - Infrastructure/Capital Plan: Objective D - Continue to mitigate flooding through capital improvement planning and mandatory stormwater reduction in new and redeveloped commercial properties.

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 AMENDING THE ENTERPRISE FUND BUDGET OF THE CITY OF LEON VALLEY, TEXAS MUNICIPAL BUDGET FOR THE FISCAL YEAR 2023-2024 IN A TOTAL AMOUNT OF \$168,723.00, TO PROVIDE ADDITIONAL FUNDING FOR THE LEON VALLEY STORMWATER FUND FOR THE REVISED ENGINEERING AND DESIGN OF THE HUEBNER CREEK FLOOD AND EROSION CONTROL PROJECT SEGMENT 1; PROVIDING FOR REPEALER, SEVERABILITY AND SAVING CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the city is in the process of engineering and designing a flood and erosion control project in Huebner Creek, from the Bandera Road bridge to Poss Road at Cherryleaf Street; and

WHEREAS, the City Council of the City of Leon Valley decided to move the alignment of the project to match the existing alignment of the creek, which will necessitate additional funds for surveying, design, and engineering; and

WHEREAS, it is necessary to amend the FY 2023-24 Stormwater Fund budget to provide the additional funding for the project;

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

SECTION 1. The FY 2023-2024 Enterprise Fund Budget of the City of Leon Valley is amended to increase the budget by the amount of \$168,723.00 to provide additional funding for the engineering and design of a flood and erosion control project in Huebner Creek.

SECTION 2. The increase of \$168,723.00 is to be taken from the Stormwater Fund Reserve.

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 20th day of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

City Attorney

Budget Adjustment

Huebner Creek Channel Improvements Project

Segment 1

Melinda Moritz
Public Works Director
City Council Meeting
August 20, 2024

Summary

- Question
 - City Council is being asked to provide additional funding for the design & engineering of the Huebner Creek Channel Improvements Project
- Options
 - Approve
 - Deny
- Declaration
 - At Council discretion

Purpose

- To consider approving an Ordinance authorizing a budget adjustment to provide additional funds for the design & engineering of the Huebner Creek Erosion Control Project Segment 1

Background

- The plan was explained at the February 24, 2024 City Council meeting
- To minimize the number of trees that would have had to be removed, the City Council asked that the project be aligned with the existing layout of the creek
- The Council also asked that the channel be made of concrete to prevent further erosion of the banks
- To do so, additional funds are necessary for additional survey cross sections, structural design of the wall, tree surveying, and geotechnical

Fiscal Impact

| | |
|-----------------------------|---------------------|
| • Engineering | \$305,614.00 |
| • Surveying | \$ 60,095.00 |
| • Geotechnical | \$ 14,030.00 |
| • Environmental | \$225,643.00 |
| • SUE | \$ 27,785.00 |
| • Total | \$633,167.00 |
| • Additional Funding Needed | \$168,723.00 |
| • New Total: | \$801,890.00 |
| – Invoices paid to date: | \$162,000.00 |
| • Fund balance as 09/30/24 | \$1,418,398 |

Fiscal Impact

SUMMARY OF FEE

DETAILED DESIGN PHASE SERVICES

| | Additional Work | Original Contract |
|---------------------------|-----------------|-------------------|
| 1) Engineering Services | \$ 111,693.00 | \$ 305,614.00 |
| 2) Surveying Services | \$ 50,280.00 | \$ 60,095.00 |
| 3) Geotechnical Services | \$ 6,750.00 | \$ 14,030.00 |
| 4) Environmental Services | \$ - | \$ 225,643.00 |
| 5) SUE Services | \$ - | \$ 27,785.00 |
| | <hr/> | <hr/> |
| | \$ 168,723.00 | \$ 633,167.00 |

MAYOR AND CITY COUNCIL COMMUNICATION

DATE: August 20, 2024
TO: Mayor and City Council
FROM: Mindy Teague, Planning and Zoning Director
THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT: Discussion and Possible Action to Consider Approval of an Ordinance Granting a Variance to the Leon Valley Code of Ordinances, Chapter 8 Offenses and Nuisances, Article 8.09 Drains and Drainage Easements, Sec. 8.09.002 Placing Fence or Other Obstacle in Drain or Easement, to Allow the Construction of an Eight Foot (8') Fence on the Property Known as 4921 N.W. Industrial Drive, Being Lot 1, Block 1, CB 4428F, Northwest Industrial Park Unit 1

PURPOSE

The purpose of this item is to consider approval of an Ordinance granting a variance to allow the construction of an eight (8') foot high fence on a vacant lot at 4921 N.W. Industrial Drive. The property is located within the floodplain known as Zarzamora Creek and will eventually be used to store vehicles. The Leon Valley Code of Ordinance Article 8.09 Drains and Drainage Easements, Sec. 8.09.002 Placing Fence or Other Obstacle in Drain or Easement states:

“It shall be unlawful for any person to build or place any fence of any kind, or any other structure or physical obstacle, in, on or across any drainage easement, or any natural or artificial drain, or any stream, creek or channel in the city, or any part thereof, without special permission from the city council, evidenced by an ordinance duly passed, and then only in strict accord with the terms of such permission, if any.”

The City Engineer has determined that the fence will not cause a rise to Zarzamora Creek, and the applicant has submitted all documents in accordance with LVCC Chapter 3 Building Regulations, Article 3.03 Flood Damage Prevention.

FISCAL IMPACT:

The applicant has paid all fees associated with this request and will obtain a fence permit.

RECOMMENDATION

After careful review, Staff has no objection to this request.

APPROVED: _____

DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, GRANTING A VARIANCE TO THE CITY OF LEON VALLEY CODE OF ORDINANCES, CHAPTER 8 OFFENSES AND NUISANCES, ARTICLE 8.09 DRAINS AND DRAINAGE EASEMENTS, SECTION 8.09.002 PLACING A FENCE OR OTHER OBSTACLE IN DRAIN OR EASEMENT, TO INSTALL AN EIGHT FOOT CHAIN-LINK FENCE WITH A TWELVE FOOT GATE AROUND THE PERIMETER OF THE PROPERTY, LOCATED ON NORTHWEST INDUSTRIAL DRIVE AT BANDERA ROAD, BEING BLOCK 1, LOT 1 CB 4428 F, NORTHWEST INDUSTRIAL PARK SUBDIVISION; 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 8 Offenses and Nuisances, Article 8.09, Section 8.09.002 Placing a fence or other obstacle in drain or easement; and

WHEREAS, Chapter 8 Offenses and Nuisances, Article 8.09, Section 8.09.002 Placing a fence or other obstacle in drain or easement provides that City Council may authorize variances to the requirements of the Code, when the 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 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 8 Offenses and Nuisances, Article 8.09, Section 8.09.002, Placing fence or other obstacle in drain or easement; to allow an eight-foot fence height with a twelve-foot gate, being Lot 1, Block 1, CB 4428 F, Northwest Industrial Park Subdivision to be located on Northwest Industrial Drive at Bandera Road.

SECTION 2. Expiration. This variance shall not expire.

SECTION 3. Recitals. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the Council.

SECTION 4. Conflicts. All Ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

SECTION 5. Savings. That all rights and privileges of the City are expressly saved as to any and all violations of the provision of any Ordinances repealed by this Ordinance which have accrued at the time of the effective date of this Ordinance; and, as to such accrued violation and all pending litigation, both civil and criminal, whether pending in court or not, under such Ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts.

SECTION 6. Severability. This Ordinance is not severable.

SECTION 7. Effective date. This Ordinance 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 20th day of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE
City Secretary, TRMC

Approved as to Form:

ARTURO D. 'ART' RODRIGUEZ
CITY ATTORNEY

Variance Statement

Dear Members of the Leon Valley City Council,

I hope this letter finds you well. I am writing to respectfully request permission to install a fence around our property located at 4921 Northwest Industrial Leon Valley TX 78238. This request is driven by several critical considerations that I believe will contribute positively to our community.

1. **Safety and Security:** The primary reason for our request is to enhance the safety and security of the commercial property. A fence will establish a clear boundary, helping to deter unauthorized entry and protect the property from vandalism and other security threats. This measure is particularly important given the current unused state of the property.
2. **Usability and Purpose:** Currently, the property is not in use primarily due to the lack of a secure perimeter. Installing a fence will enable us to develop and utilize the property for its intended commercial purpose, whether it be for storage, business operations, or rental to tenants. This will not only make the property functional but also contribute to local economic activity.
3. **Liability Reduction:** An unfenced property poses significant liability risks, as unauthorized individuals may enter and potentially get injured. By installing a fence, we can better control access and mitigate these risks, ensuring the property is safer for future development and use.
4. **Community Safety:** Securing the property with a fence will also enhance the safety of the surrounding community. It will prevent the area from becoming a hotspot for illegal activities and ensure that it is maintained and monitored more effectively.
5. **Aesthetic Considerations:** We plan to install a fence that is not only secure but also aesthetically pleasing, ensuring it aligns with the character and appearance of the surrounding area. This will help in improving the overall visual appeal of the neighborhood and demonstrate our commitment to maintaining community standards.
6. **Property Value and Economic Impact:** Fencing the property will increase its value by making it usable and more attractive to potential businesses. This, in turn, can lead to job creation and increased economic activity in the area, benefiting the broader community.

In conclusion, we believe that installing a fence around our commercial property is a necessary step to make the property safe, secure, and usable. It will enable us to develop the property for its intended commercial use, reduce liability risks, enhance community safety, and contribute positively to the local economy. We are committed to

adhering to all relevant regulations and guidelines and to working closely with the council to ensure that the fence meets community standards.

We kindly request the council's approval to proceed with this project and are more than willing to discuss any concerns or provide additional information as needed.

Thank you for your time and consideration.

Sincerely,

Brittany Sanchez

210-772-4899

On behalf of Shamam Farhan

FLOODPLAIN DEVELOPMENT PERMIT

04/29/2024

Mindy Teague
Planning and Zoning Director
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

Re: 2024-136 – 4911 NW Industrial Drive Floodplain Development Permit

Dear Ms. Teague:

The Owner's engineer, A. Hinojosa Engineering, has supplied the Stormwater Management Report for the floodplain development permit for the lot at 4911 NW Industrial Drive. The development consists of placing an 8' perimeter fence around the property (0.34 acres), which is partially in the floodplain. The report provides hydraulic data and modelling that concludes that there will be no rise to the floodplain due to the proposed development.

As the City Engineer, Ardurra recommends approval of the floodplain development permit for this property since there is no impact to the floodplain.

This permit also requires permission from City Council to place a fence in any part of a floodplain/creek (per Sec. 8.09.002 of the City of Leon Valley Ordinance) for final approval. We recommend City Council's approval for this development to proceed.

If you have any questions, please feel free to contact me at (210) 822-2232.

Sincerely,
Ardurra (Formerly LNV, Inc)
TBPE Firm No. F-366

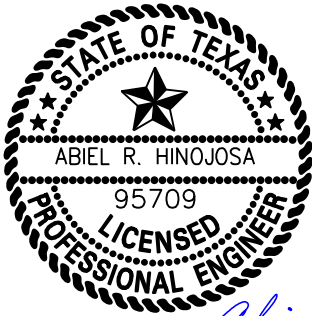


Ricardo J. Zamora, P.E., CFM
Senior Project Manager

Storm Water Management Report for:

Northwest Industrial Park
Leon Valley, Texas 78238

PREPARED FOR:
CITY OF LEON VALLEY
PLANNING & ZONING DEPARTMENT



Abiel R. Hinojosa

Prepared By: Abiel R. Hinojosa, P.E.

4-17-2024

TBPE Reg No F-24573

4-17-2024

Planning & Zoning Department
City of Leon Valley
6400 El Verde Rd
Leon Valley, Texas 78238

Re: Northwest Industrial Park
New Chain Link Fence – Lot 1, Block 1, CB 4428F

Dear Reviewer,

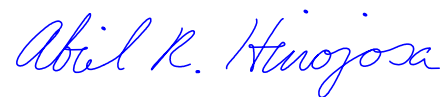
The above-referenced property is located at Industrial Center, Leon Valley, TX 78238. It is approximately 0.34 acres and zoned Industrial. The proposed improvements include the construction of a standard 8' chain-link fence with barbed wire around the perimeter and one 12' wide vehicular gate off Northwest Industrial Dr.

This Storm Water Management Report is intended for review by the City of Leon Valley Public Works Department only. It is not intended to revise or amend the effective National Flood Insurance Program Flood Insurance Rate Maps.

The increase in runoff due to this construction is minimal and will have no adverse impact on habitable structures, other properties, or public infrastructure. The attached stormwater report shows this.

Please call me if you have any questions or need additional information.

Sincerely,



Abiel R. Hinojosa, P.E.
Consultant

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Proposed Conditions

Overall Hydrology and Hydraulics

Adverse Impact / Downstream Analysis

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Zarzamora Creek Effective Flood Profile

HEC-RAS Workmap

HEC-RAS Summary Table

HEC-RAS Cross Sections

SITE DESCRIPTION

The proposed project is located at the southwest corner of Northwest Industrial Dr. and Bandera Rd within the limits of Bexar County, Texas, and the City of Leon Valley (see attached location map). The proposed development will be contained on Lot 1, Block 1, CB 4428F of the Northwest Industrial Park Subdivision Survey Plat as shown on the Plat of Record in Volume 6100, Page 171 of the Plat Records of Bexar County Texas (see attached Survey Plat). This site is not within a Mandatory Detention Area. The site is not located in the Edwards Aquifer contributing, recharge, or transition zones. The site is located within a floodplain per FEMA FIRM Map 48029C 0380G dated 9-29-2010.

This Storm Water Management Report is intended for review by the City of Leon Valley Public Works Department. It is not intended to be used to revise or amend the National Flood Insurance Program Flood Insurance Rate Maps (FIRM) (see attached FEMA Firmette).

EXISTING CONDITIONS

The property (0.34 acres) is located within precipitation area (PA) 3, and in the Upper San Antonio River watershed. The existing site is undeveloped with poor vegetative cover. The lot drains in a southeast direction and outfalls onto Northwest Industrial Dr. then east along Bandera Rd and outfalls into Zarzamora Creek.

PROPOSED IMPROVEMENTS

The proposed improvements are the construction of a chainlink fence around the perimeter with steel posts in 1ft diameter concrete footings every 10ft and one vehicular gate along Northwest Industrial Drive. The increase in impervious area is 0.0011 acres. No other improvements are proposed at this time.

OVERALL HYDROLOGY AND HYDRAULICS

The Draft D-Firm (HEC-RAS and HEC-HMS) Models for Zarzamora Creek are the best available data, downloaded from the San Antonio River Authority D2MR, used to analyze this project. The rainfall data is based on NOAA Atlas 14, Volume 11 (A14) rainfall frequency estimates for Precipitation Area PA-3 for Bexar County.

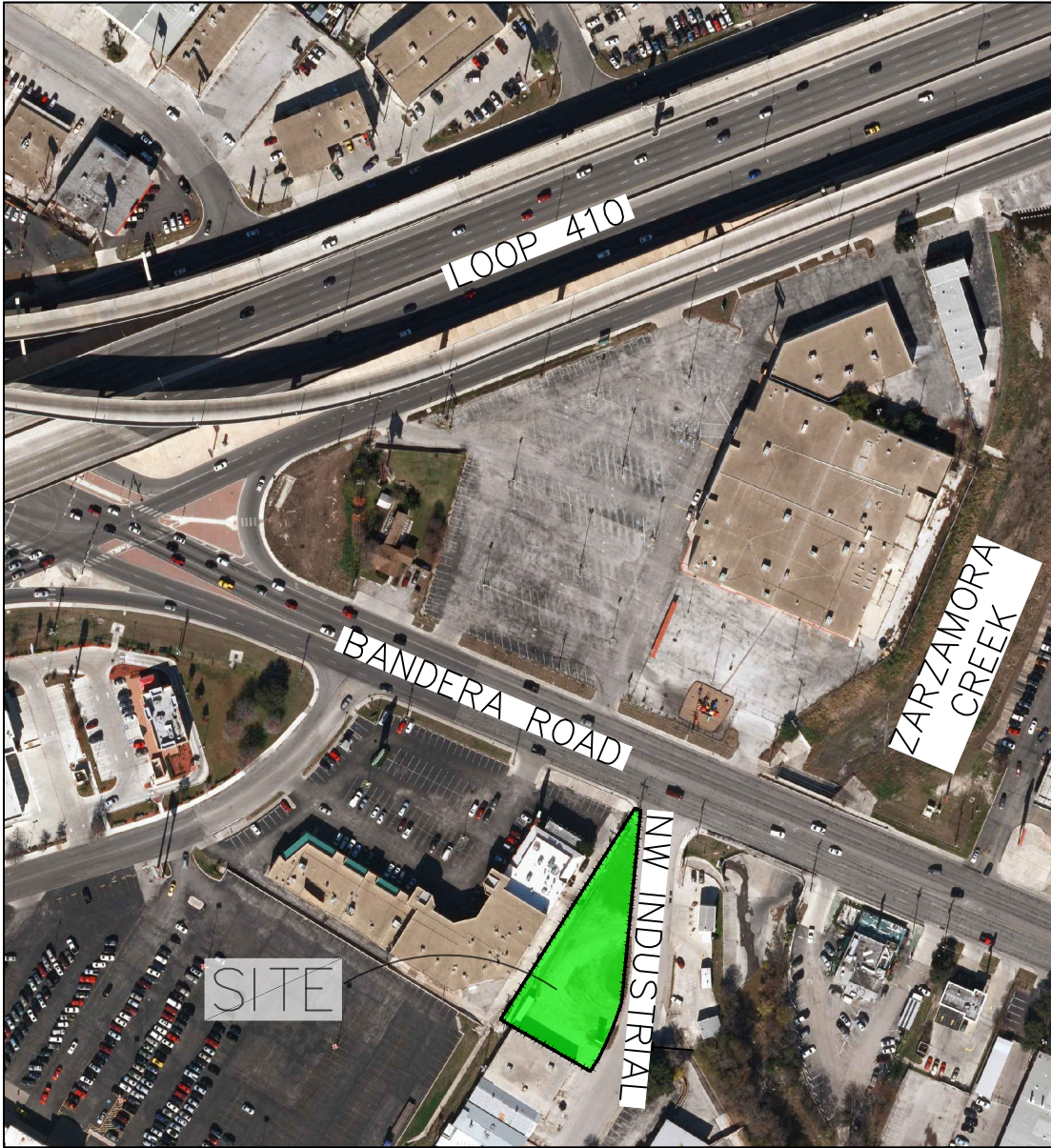
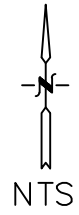
ADVERSE IMPACT / DOWNSTREAM ANALYSIS

The downstream analysis chosen for the project is adverse impact option A ii, stormwater flows directly off the site and into Zarzamora Creek. Zarzamora Creek was analyzed using the latest HEC-RAS model (updated with Atlas-14 intensities) provided by SARA. The existing DFIRM floodplain and the HEC-RAS floodplain delineations (inundation boundaries) for the 100 year Atlas-14 existing, proposed, and ultimate conditions have been added to the Workmap located in the attachments along with the HEC-RAS table and cross sections for the river stations 39846 through 39055. The proposed fence was added to the post construction model as an obstruction; note the property is located in the ineffective area so there was no change to the water surface elevation. The results of the hydraulic analysis show that the 100-year existing, proposed, and ultimate floodplain delineations remain the same pre- and post-construction.

CONCLUSION

Due to the minimal increase of impervious cover (0.0011 acres) for the proposed conditions and the size of our drainage area compared to the contributing area of the existing floodplain, it can be concluded that the increased runoff resulting from the proposed development will not produce an adverse impact to the downstream properties, habitable structures, or drainage infrastructure systems to a point 2,000 feet downstream. There will be no rise to the floodplain due to the proposed development. Downstream conditions in this reach have been field verified by myself or members of my staff.

EXHIBITS



DATE: 4-5-2024

LOCATION MAP

INDUSTRIAL PARK SUBDIVISION LOT 1

EDWIN ALEXANDER SURVEY NO. 149
COUNTY BLOCK 14880
CITY OF LEON VALLEY
BEXAR COUNTY, TEXAS



SCALE 1" = 60'

LEGEND

- IRF - STEEL ROD FOUND
- IRS - 1/2" REBAR SET WITH "POLLOK & SONS" CAP
- CP - CORNER POST
- DD'MM'SS" DIST.' - FIELD (DD'MM'SS" DIST.') - RECORD
- x - BARBED WIRE FENCE
- ⊕ - POWER/UTILITY POLE
- ⊙ - WATER WELL/WATER METER (AS NOTED)
- ⊙ - SEPTIC TANK
- O - CHAIN LINK FENCE
- || - WOOD PRIVACY FENCE

BANDERA PLAZA
UNIT 3
BLOCK 4
N.C.B. 14880
VOL. 9502, PG. 50

Chain link fence

BANDERA ROAD
R.O.W. NOT TO SCALE

ZONE AE

(1) 12' gate doors on metal rollers

LOT 1
0.34
ACRES

PK FND.
ON TOP
OF WALL
ELEV.=915.46'

(N33°00'00"E)
431.40'±
(247.17')
(246.59')

(109.54')
108.86'

N58°25'31"W
(N57°00'00"W)

(204.47')
204.21'
S05°13'30"W
(S06°18'00"W)

(R=170.00')
(L=79.22')
(D=26°42'00")
(T=40.34')

R=170.00'
L=66.94'
D=22°33'40"
Chrd.Brng=S16°00'28"W
Chrd.=66.51'

LOT 2
BLOCK 1

NORTHWEST INDUSTRIAL DR.
60' R.O.W.

SURVEY PLAT OF LOT 1, BLOCK 1, NORTHWEST INDUSTRIAL PARK SUBDIVISION AS SHOWN ON THE PLAT OF RECORD IN VOLUME 6100, PAGE 171 OF THE PLAT RECORDS OF BEXAR COUNTY, TEXAS.

SURVEYOR NOTES:

- 1.) RECORDS WERE NOT RESEARCHED FOR EASEMENTS ON THIS TRACT OF LAND.
- 2.) THE BASIS OF THE BEARING SYSTEM IS NAD83 TEXAS SOUTH CENTRAL.
- 3.) THIS PLAT WAS PREPARED FOR SHAMAM FARHAN. NO LICENSE HAS BEEN CREATED, EXPRESSED, OR IMPLIED TO COPY THIS SURVEY EXCEPT AS IS NECESSARY IN CONJUNCTION WITH THE ORIGINAL TRANSACTION.
- 4.) THIS SURVEY IS ONLY VALID WITH THE SURVEYOR'S ORIGINAL SIGNATURE IN GREEN INK. THE SURVEYOR ASSUMES NO LIABILITY FOR THIS SURVEY WITHOUT AN ORIGINAL SEAL AND SIGNATURE.



**POLLOK & SONS
SURVEYING, INC.**
FIRM NO. 10052700
FLORESVILLE, TEXAS
(830) 393-4770



STATE OF TEXAS
COUNTY OF BEXAR

I HEREBY CERTIFY THAT THE ABOVE PLAT REPRESENTS AN ACTUAL SURVEY MADE ON THE GROUND BY PEOPLE WORKING UNDER MY DIRECT SUPERVISION

THIS 26TH DAY OF JANUARY, 2024 A.D.

LARRY J. POLLOK

R.P.L.S. NO.5186

REFERENCE: VOL. 6100, PG. 171 - PLAT

© 2024 ALL RIGHTS RESERVED

JOB NO. 24-019

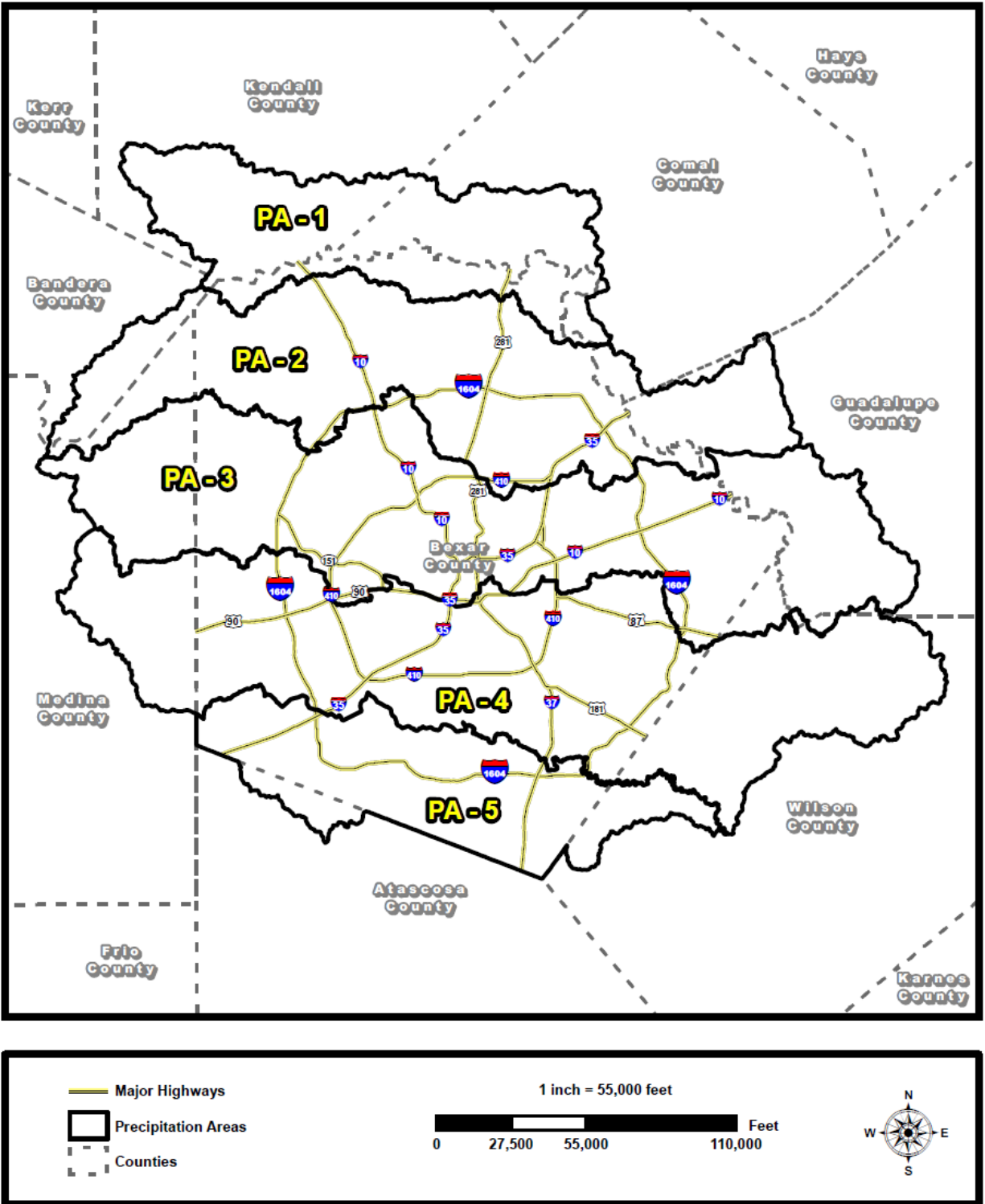
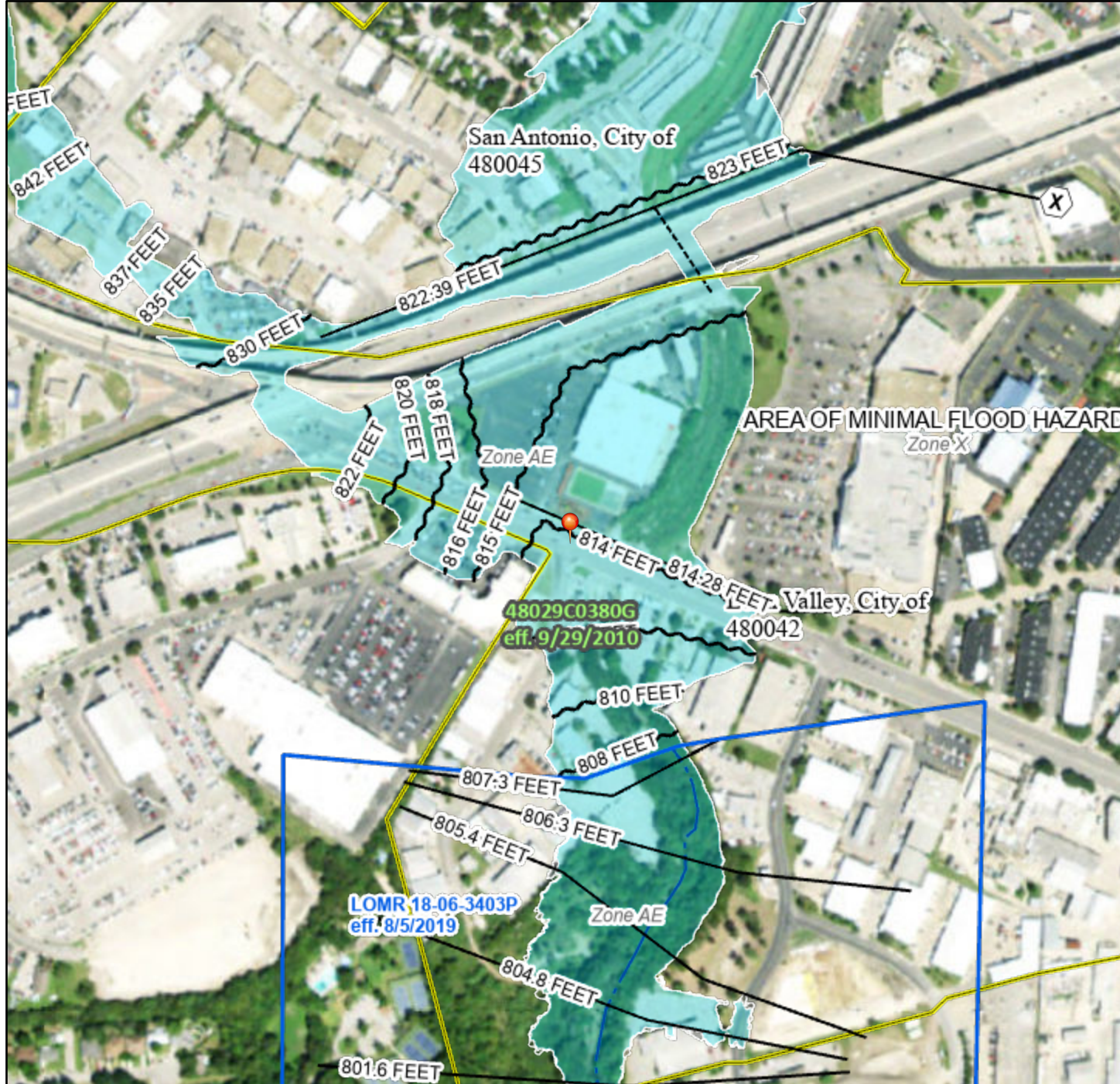


Figure 5.5- Precipitation Area (PA) Map for Major San Antonio River Watersheds (*Precipitation Areas are available in GIS format at <https://www.sanantonio.gov/GIS>*)

National Flood Hazard Layer FIRMette



98°36'10"W 29°29'9"N



98°35'32"W 29°28'38"N

Basemap Imagery Source: USGS National Map 2023

Legend

{Section}.66.

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP

| | | |
|----------------------------|--|--|
| SPECIAL FLOOD HAZARD AREAS | | Without Base Flood Elevation (BFE) Zone A, V, A99 |
| | | With BFE or Depth Zone AE, AO, AH, VE, AR |
| | | Regulatory Floodway |

| | | |
|-----------------------------|--|---|
| OTHER AREAS OF FLOOD HAZARD | | 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X |
| | | Future Conditions 1% Annual Chance Flood Hazard Zone X |
| | | Area with Reduced Flood Risk due to Levee. See Notes. Zone X |
| | | Area with Flood Risk due to Levee Zone D |

| | | |
|--------------------|--|---|
| OTHER AREAS | | NO SCREEN Area of Minimal Flood Hazard Zone X |
| | | Effective LOMRs |
| GENERAL STRUCTURES | | Area of Undetermined Flood Hazard Zone D |
| | | Channel, Culvert, or Storm Sewer |
| | | Levee, Dike, or Floodwall |

| | | |
|----------------|--|---|
| OTHER FEATURES | | 20.2 Cross Sections with 1% Annual Chance |
| | | 17.5 Water Surface Elevation |
| | | Coastal Transect |
| | | Base Flood Elevation Line (BFE) |
| | | Limit of Study |
| | | Jurisdiction Boundary |
| | | Coastal Transect Baseline |
| | | Profile Baseline |
| | | Hydrographic Feature |

| | | |
|------------|--|---------------------------|
| MAP PANELS | | Digital Data Available |
| | | No Digital Data Available |
| | | Unmapped |

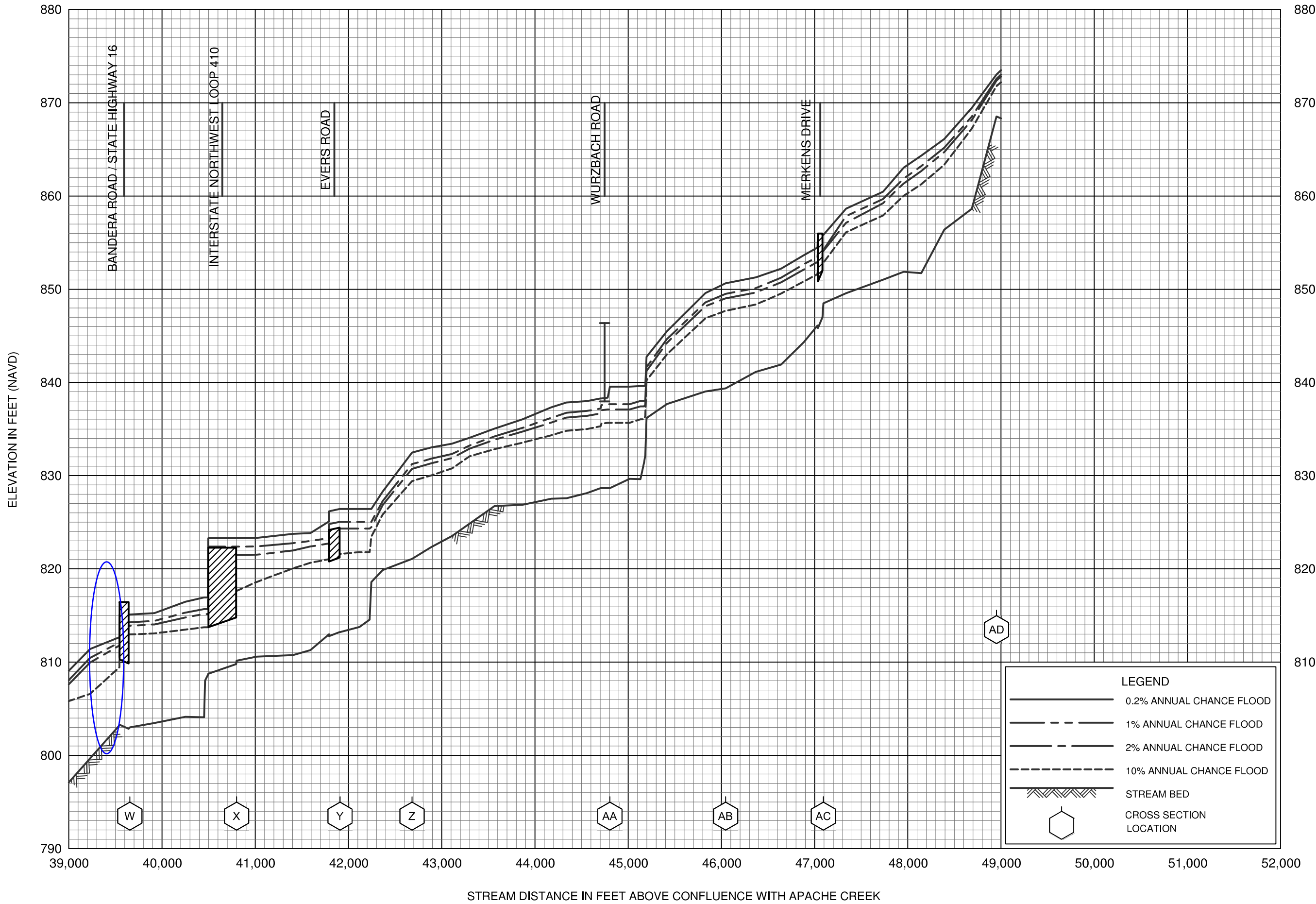


The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 4/3/2024 at 12:16 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifier, FIRM panel number, and FIRM effective date. Map in unmapped and unmodernized areas cannot be used for regulatory purposes.



FLOOD PROFILES
ZARZAMORA CREEK

FEDERAL EMERGENCY MANAGEMENT AGENCY
BEXAR COUNTY, TX
AND INCORPORATED AREAS

672P



**A HINOJOSA
ENGINEERING**

9323 WILDSTONE PLACE
San Antonio, Texas 78254
TBPE Reg. No. F-24573

NORTHWEST INDUSTRIAL
WORK MAP

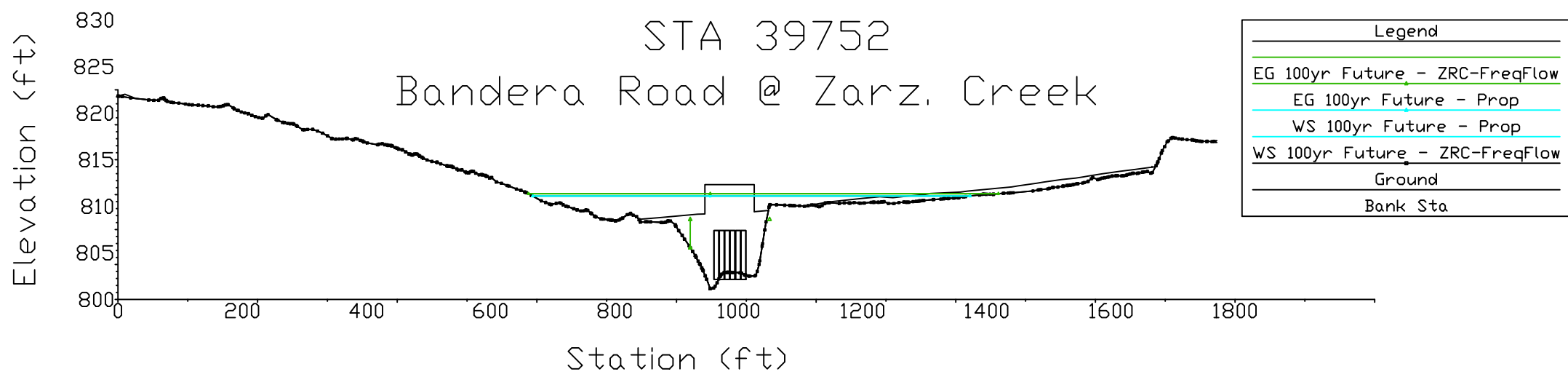
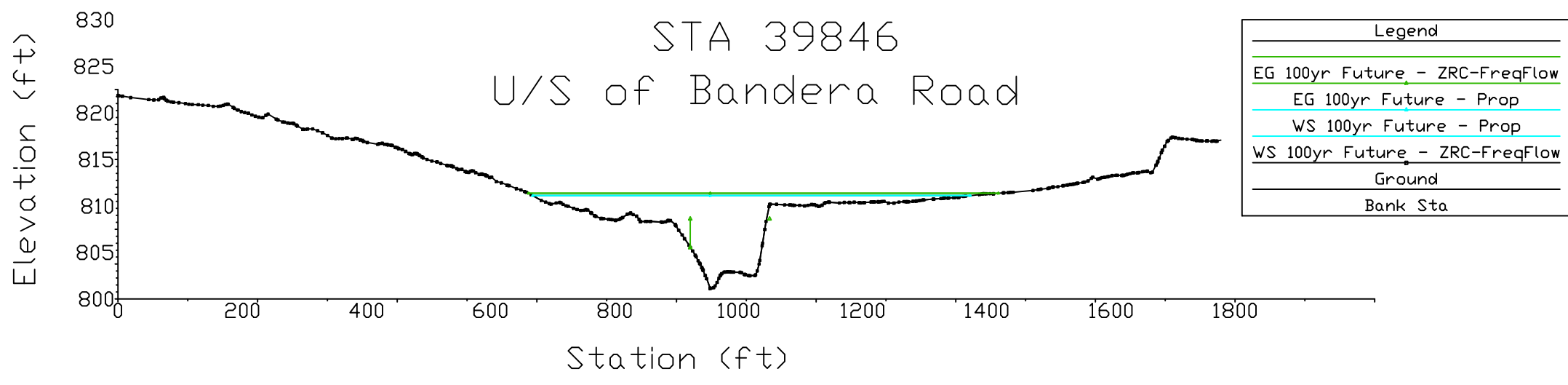
| | | | |
|-----------------|--------------------|-------------------|-----------------------|
| ___% SUBMITTAL | PROJECT NO.: _____ | DATE: ___/___/___ | 93 |
| DRWN. BY: _____ | DSGN. BY: _____ | CHKD. BY: _____ | SHEET NO.: ___ OF ___ |

Profile Output Table - Standard Table 1

File Options Std. Tables Locations Help

HEC-RAS Locations: User Defined Profile: 100yr Future

| River | Reach | River Sta | Profile | Plan | Q Total (cfs) | Min Ch El (ft) | W.S. Elev (ft) | Crit W.S. (ft) | E.G. Elev (ft) | E.G. Slope (ft/ft) | Vel Chnl (ft/s) | Flow Area (sq ft) | Top Width (ft) | Froude # Chl |
|-----------------|---------|-----------|--------------|--------------|------------------|-------------------|-------------------|-------------------|-------------------|-----------------------|--------------------|----------------------|-------------------|--------------|
| Zarzamora Creek | Reach 1 | 39846 | 100yr Future | ZRC-FreqFlow | 7642.00 | 801.53 | 814.82 | 809.48 | 815.15 | 0.001081 | 4.97 | 2077.79 | 628.10 | 0.28 |
| Zarzamora Creek | Reach 1 | 39846 | 100yr Future | Prop | 7642.00 | 801.53 | 814.81 | 809.48 | 815.13 | 0.001090 | 4.98 | 2067.34 | 626.35 | 0.28 |
| Zarzamora Creek | Reach 1 | 39752 | | | Culvert | | | | | | | | | |
| Zarzamora Creek | Reach 1 | 39663 | 100yr Future | ZRC-FreqFlow | 7642.00 | 801.34 | 810.91 | 808.97 | 812.62 | 0.002031 | 10.50 | 755.91 | 625.34 | 0.65 |
| Zarzamora Creek | Reach 1 | 39663 | 100yr Future | Prop | 7642.00 | 801.34 | 810.91 | 808.97 | 812.62 | 0.002031 | 10.50 | 755.91 | 570.81 | 0.65 |
| Zarzamora Creek | Reach 1 | 39388 | 100yr Future | ZRC-FreqFlow | 8383.00 | 799.25 | 809.79 | 808.49 | 811.37 | 0.016358 | 11.75 | 1129.86 | 351.63 | 0.81 |
| Zarzamora Creek | Reach 1 | 39388 | 100yr Future | Prop | 8383.00 | 799.25 | 809.79 | 808.49 | 811.37 | 0.016358 | 11.75 | 1129.86 | 351.63 | 0.81 |
| Zarzamora Creek | Reach 1 | 39055 | 100yr Future | ZRC-FreqFlow | 8383.00 | 797.66 | 808.09 | | 808.70 | 0.004140 | 6.54 | 1679.42 | 450.92 | 0.42 |
| Zarzamora Creek | Reach 1 | 39055 | 100yr Future | Prop | 8383.00 | 797.66 | 808.09 | | 808.70 | 0.004140 | 6.54 | 1679.42 | 450.92 | 0.42 |

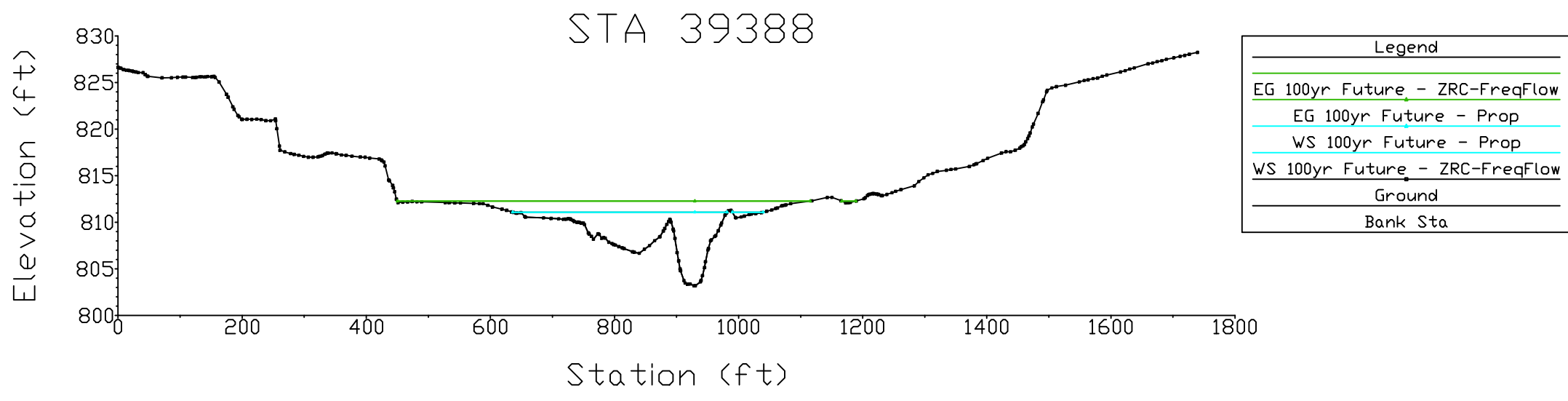
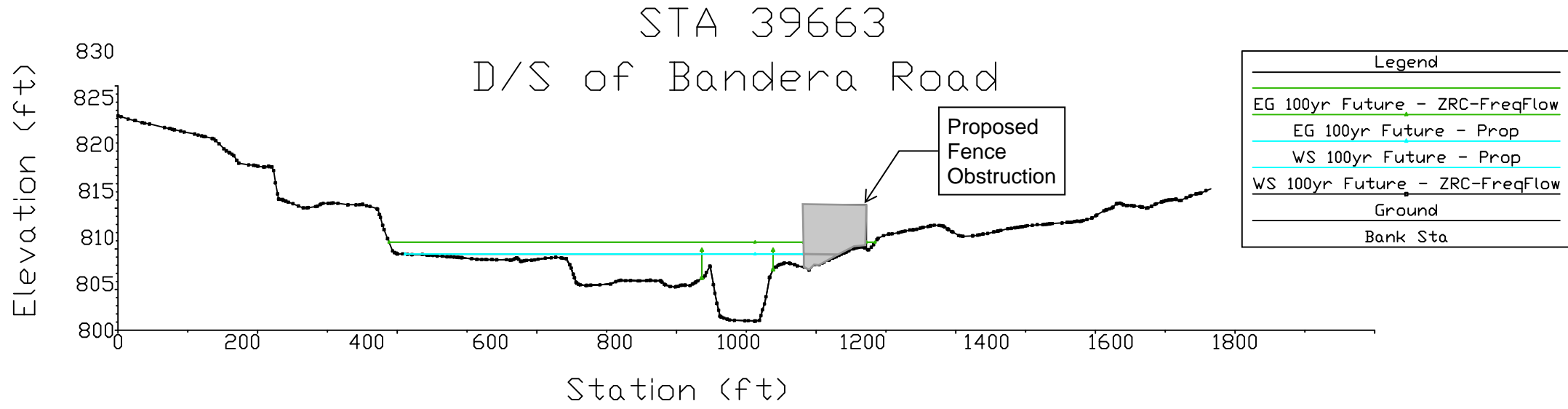


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San Antonio, Texas 78254
TBPE Reg. No. F-24573

NORTHWEST INDUSTRIAL
HEC-RAS SECTIONS

| | | | |
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| % SUBMITTAL | PROJECT NO.: | DATE: A | 95 |
| DRWN. BY: | DSGN. BY: | CHKD. BY: | SHEET NO. OF |

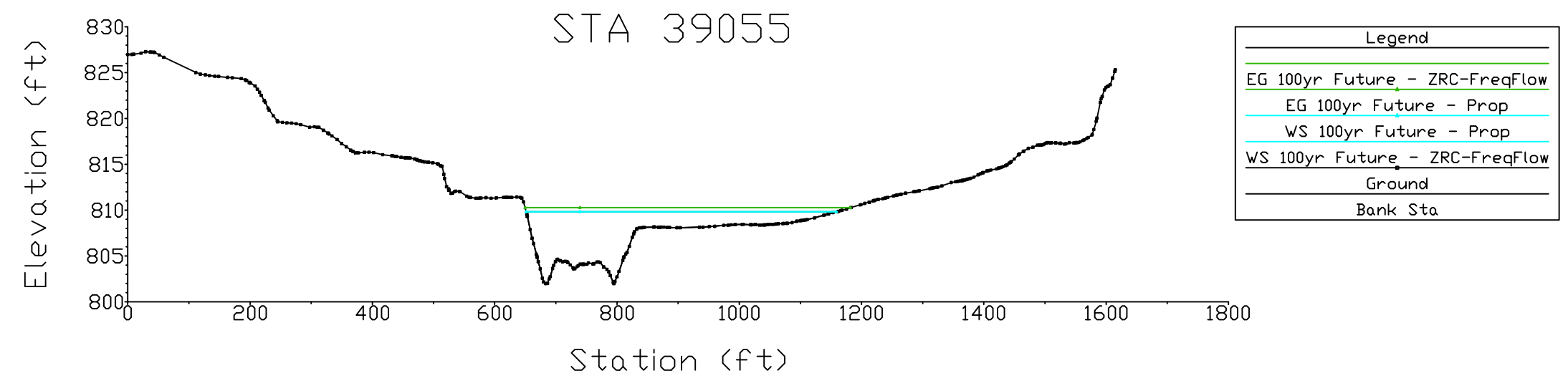


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TBPE Reg. No. F-24573

NORTHWEST INDUSTRIAL
HEC-RAS SECTIONS

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| % SUBMITTAL | PROJECT NO.: | DATE: | 96 |
| DRWN. BY: | DSGN. BY: | CHKD. BY: | SHEET NO. OF |



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TBPE Reg. No. F-24573

NORTHWEST INDUSTRIAL
HEC-RAS SECTIONS

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|--------------------------------|-----------------------------------|----------------------------------|--------------------------------------|
| <small>___% SUBMITTAL</small> | <small>PROJECT NO.:</small> _____ | <small>DATE:</small> ___/___/___ | 97 |
| <small>DRWN. BY:</small> _____ | <small>DSGN. BY:</small> _____ | <small>CHKD. BY:</small> _____ | <small>SHEET NO.:</small> ___ OF ___ |

National Flood Insurance Program

Elevation Certificate

and Instructions

2022 EDITION



FEMA

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

OMB Control No. 1660-0008
Expiration Date: 06/30/2026

ELEVATION CERTIFICATE AND INSTRUCTIONS

PAPERWORK REDUCTION ACT NOTICE

Public reporting burden for this data collection is estimated to average 3.75 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting this form. You are not required to respond to this collection of information unless a valid OMB control number is displayed on this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street SW, Washington, DC 20742, Paperwork Reduction Project (1660-0008). **NOTE: Do not send your completed form to this address.**

PRIVACY ACT STATEMENT

Authority: Title 44 CFR § 61.7 and 61.8.

Principal Purpose(s): This information is being collected for the primary purpose of documenting compliance with National Flood Insurance Program (NFIP) floodplain management ordinances for new or substantially improved structures in designated Special Flood Hazard Areas. This form may also be used as an optional tool for a Letter of Map Amendment (LOMA), Conditional LOMA (CLOMA), Letter of Map Revision Based on Fill (LOMR-F), or Conditional LOMR-F (CLOMR-F), or for flood insurance rating purposes in any flood zone.

Routine Use(s): The information on this form may be disclosed as generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act of 1974, as amended. This includes using this information as necessary and authorized by the routine uses published in DHS/ FEMA-003 – *National Flood Insurance Program Files System of Records Notice 79 Fed. Reg. 28747 (May 19, 2014)* and upon written request, written consent, by agreement, or as required by law.

Disclosure: The disclosure of information on this form is voluntary; however, failure to provide the information requested may impact the flood insurance premium through the NFIP. Information will only be released as permitted by law.

PURPOSE OF THE ELEVATION CERTIFICATE

The Elevation Certificate is an important administrative tool of the NFIP. It can be used to provide elevation information necessary to ensure compliance with community floodplain management ordinances, to inform the proper insurance premium, and to support a request for a LOMA, CLOMA, LOMR-F, or CLOMR-F.

The Elevation Certificate is used to document floodplain management compliance for Post-Flood Insurance Rate Map (FIRM) buildings, which are buildings constructed after publication of the FIRM, located in flood Zones A1–A30, AE, AH, AO, A (with Base Flood Elevation (BFE)), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO, and A99. It may also be used to provide elevation information for Pre-FIRM buildings or buildings in any flood zone.

As part of the agreement for making flood insurance available in a community, the NFIP requires the community to adopt floodplain management regulations that specify minimum requirements for reducing flood losses. One such requirement is for the community to obtain the elevation of the lowest floor (including basement) of all new and substantially improved buildings, and maintain a record of such information. The Elevation Certificate provides a way for a community to document compliance with the community's floodplain management ordinance.

Use of this certificate does not provide a waiver of the flood insurance purchase requirement. Only a LOMA or LOMR-F from the Federal Emergency Management Agency (FEMA) can amend the FIRM and remove the federal mandate for a lending institution to require the purchase of flood insurance. However, the lending institution has the option of requiring flood insurance even if a LOMA/LOMR-F has been issued by FEMA. The Elevation Certificate may be used to support a LOMA, CLOMA, LOMR-F, or CLOMR-F request. Lowest Adjacent Grade (LAG) elevations certified by a land surveyor, engineer, or architect, as authorized by state law, will be required if the certificate is used to support a LOMA, CLOMA, LOMR-F, or CLOMR-F request. A LOMA, CLOMA, LOMR-F, or CLOMR-F request must be submitted with either a completed FEMA MT-EZ or MT-1 application package, whichever is appropriate. If the certificate will only be completed to support a LOMA, CLOMA, LOMR-F, or CLOMR-F request, there is an option to document the certified LAG elevation on the Elevation Form included in the MT-EZ and MT-1 application.

This certificate is used only to certify building elevations. A separate certificate is required for floodproofing. Under the NFIP, non-residential buildings can be floodproofed up to or above the BFE. A floodproofed building is a building that has been designed and constructed to be watertight (substantially impermeable to floodwaters) below the BFE. Floodproofing of residential buildings is not permitted under the NFIP unless FEMA has granted the community an exception for residential floodproofed basements. The community must adopt standards for design and construction of floodproofed basements before FEMA will grant a basement exception. For both floodproofed non-residential buildings and residential floodproofed basements in communities that have been granted an exception by FEMA, a floodproofing certificate is required.

The expiration date on the form herein does not apply to certified and completed Elevation Certificates, as a completed Elevation Certificate does not expire, unless there is a physical change to the building that invalidates information in Section A Items A8 or A9, Section C, Section E, or Section H. In addition, this form is intended for the specific building referenced in Section A and is not invalidated by the transfer of building ownership.

Additional guidance can be found in FEMA Publication 467-1, *Floodplain Management Bulletin: Elevation Certificate*.

U.S. DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
National Flood Insurance Program

OMB Control No. 1660-0008
Expiration Date: 06/30/2026

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON PAGES 9-19

Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

| SECTION A – PROPERTY INFORMATION | FOR INSURANCE COMPANY USE |
|--|----------------------------|
| A1. Building Owner's Name: <u>Shamam Farhan</u> | Policy Number: _____ |
| A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: <u>4921 NW Industrial</u> | Company NAIC Number: _____ |
| City: <u>Leon Valley</u> State: <u>TX</u> ZIP Code: <u>78238</u> | |
| A3. Property Description (e.g., Lot and Block Numbers or Legal Description) and/or Tax Parcel Number: <u>PID 27390 - 1.00 acres out of Volume 1238, Page 189</u> | |
| A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.): <u>Non-Residential</u> | |
| A5. Latitude/Longitude: Lat. <u>29-28-51.87 N</u> Long. <u>98-35-52.19 W</u> Horizontal Datum: <input type="checkbox"/> NAD 1927 <input checked="" type="checkbox"/> NAD 1983 <input type="checkbox"/> WGS 84 | |
| A6. Attach at least two and when possible four clear photographs (one for each side) of the building (see Form pages 7 and 8). | |
| A7. Building Diagram Number: _____ | |
| A8. For a building with a crawlspace or enclosure(s): a) Square footage of crawlspace or enclosure(s): _____ sq. ft. b) Is there at least one permanent flood opening on two different sides of each enclosed area? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A c) Enter number of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade: Non-engineered flood openings: _____ Engineered flood openings: _____ d) Total net open area of non-engineered flood openings in A8.c: _____ sq. in. e) Total rated area of engineered flood openings in A8.c (attach documentation – see Instructions): _____ sq. ft. f) Sum of A8.d and A8.e rated area (if applicable – see Instructions): _____ sq. ft. | |
| A9. For a building with an attached garage: a) Square footage of attached garage: _____ sq. ft. b) Is there at least one permanent flood opening on two different sides of the attached garage? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A c) Enter number of permanent flood openings in the attached garage within 1.0 foot above adjacent grade: Non-engineered flood openings: _____ Engineered flood openings: _____ d) Total net open area of non-engineered flood openings in A9.c: _____ sq. in. e) Total rated area of engineered flood openings in A9.c (attach documentation – see Instructions): _____ sq. ft. f) Sum of A9.d and A9.e rated area (if applicable – see Instructions): _____ sq. ft. | |
| SECTION B – FLOOD INSURANCE RATE MAP (FIRM) INFORMATION | |
| B1.a. NFIP Community Name: <u>City of San Antonio</u> B1.b. NFIP Community Identification Number: <u>480045</u> | |
| B2. County Name: <u>Bexar</u> B3. State: <u>TX</u> B4. Map/Panel No.: <u>48029C0380</u> B5. Suffix: <u>G</u> | |
| B6. FIRM Index Date: <u>09/29/2010</u> B7. FIRM Panel Effective/Revised Date: <u>09/29/2010</u> | |
| B8. Flood Zone(s): <u>AE/X</u> B9. Base Flood Elevation(s) (BFE) (Zone AO, use Base Flood Depth): <u>813</u> | |
| B10. Indicate the source of the BFE data or Base Flood Depth entered in Item B9: <input type="checkbox"/> FIS <input checked="" type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other: _____ | |
| B11. Indicate elevation datum used for BFE in Item B9: <input type="checkbox"/> NGVD 1929 <input checked="" type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other/Source: _____ | |
| B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Designation Date: _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA | |
| B13. Is the building located seaward of the Limit of Moderate Wave Action (LiMWA)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON PAGES 9-19

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:
4921 NW Industrial

City: Leon Valley State: TX ZIP Code: 78238

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

SECTION C – BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: Construction Drawings* Building Under Construction* Finished Construction
*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations – Zones A1–A30, AE, AH, AO, A (with BFE), VE, V1–V30, V (with BFE), AR, AR/A, AR/AE, AR/A1–A30, AR/AH, AR/AO, A99. Complete Items C2.a–h below according to the Building Diagram specified in Item A7. In Puerto Rico only, enter meters.
Benchmark Utilized: VRS GPS Network Vertical Datum: NAVD 1988

Indicate elevation datum used for the elevations in items a) through h) below.

NGVD 1929 NAVD 1988 Other: _____

Datum used for building elevations must be the same as that used for the BFE. Conversion factor used? Yes No

If Yes, describe the source of the conversion factor in the Section D Comments area.

Check the measurement used:

- a) Top of bottom floor (including basement, crawlspace, or enclosure floor): _____ feet meters
- b) Top of the next higher floor (see Instructions): _____ feet meters
- c) Bottom of the lowest horizontal structural member (see Instructions): _____ feet meters
- d) Attached garage (top of slab): _____ feet meters
- e) Lowest elevation of Machinery and Equipment (M&E) servicing the building (describe type of M&E and location in Section D Comments area): _____ feet meters
- f) Lowest Adjacent Grade (LAG) next to building: Natural Finished 810.60 feet meters
- g) Highest Adjacent Grade (HAG) next to building: Natural Finished 812.49 feet meters
- h) Finished LAG at lowest elevation of attached deck or stairs, including structural support: _____ feet meters

SECTION D – SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by state law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Were latitude and longitude in Section A provided by a licensed land surveyor? Yes No

Check here if attachments and describe in the Comments area.

Certifier's Name: Larry J. Pollok License Number: 5186

Title: President

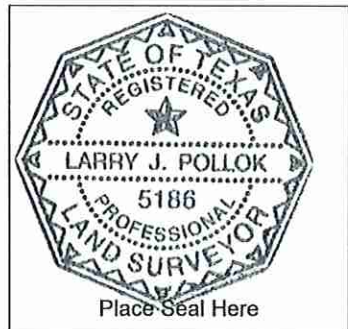
Company Name: Pollok & Sons Surveying, Inc.

Address: 1008 B Street

City: Floresville State: TX ZIP Code: 78114

Signature: _____ Date: 1-31-24

Telephone: (830) 393-4770 Ext.: _____ Email: polloksurveying@yahoo.com



Copy all pages of this Elevation Certificate and all attachments for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments (including source of conversion factor in C2; type of equipment and location per C2.e; and description of any attachments):
No structure existed on this tract at the time of the survey nor were any construction plans provided. The TBM is a "PK" nail in concrete located at the westerly property corner of this tract of land having an elevation of 815.46 feet.

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON PAGES 9-19

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

4921 NW Industrial

FOR INSURANCE COMPANY USE

Policy Number: _____

City: Leon Valley State: TX ZIP Code: 78238

Company NAIC Number: _____

SECTION E – BUILDING MEASUREMENT INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO, ZONE AR/AO, AND ZONE A (WITHOUT BFE)

For Zones AO, AR/AO, and A (without BFE), complete Items E1–E5. For Items E1–E4, use natural grade, if available. If the Certificate is intended to support a Letter of Map Change request, complete Sections A, B, and C. Check the measurement used. In Puerto Rico only, enter meters.

Building measurements are based on: Construction Drawings* Building Under Construction* Finished Construction
*A new Elevation Certificate will be required when construction of the building is complete.

E1. Provide measurements (C.2.a in applicable Building Diagram) for the following and check the appropriate boxes to show whether the measurement is above or below the natural HAG and the LAG.

a) Top of bottom floor (including basement, crawlspace, or enclosure) is: _____ feet meters above or below the HAG.

b) Top of bottom floor (including basement, crawlspace, or enclosure) is: _____ feet meters above or below the LAG.

E2. For Building Diagrams 6–9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 1–2 of Instructions), the next higher floor (C2.b in applicable Building Diagram) of the building is: _____ feet meters above or below the HAG.

E3. Attached garage (top of slab) is: _____ feet meters above or below the HAG.

E4. Top of platform of machinery and/or equipment servicing the building is: _____ feet meters above or below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? Yes No Unknown The local official must certify this information in Section G.

SECTION F – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without BFE) or Zone AO must sign here. *The statements in Sections A, B, and E are correct to the best of my knowledge*

Check here if attachments and describe in the Comments area.

Property Owner or Owner's Authorized Representative Name: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Signature: _____ Date: _____

Telephone: _____ Ext.: _____ Email: _____

Comments: _____

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON PAGES 9-19

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:

4921 NW Industrial

FOR INSURANCE COMPANY USE

Policy Number: _____

City: Leon Valley State: TX ZIP Code: 78238

Company NAIC Number: _____

SECTION G – COMMUNITY INFORMATION (RECOMMENDED FOR COMMUNITY OFFICIAL COMPLETION)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Section A, B, C, E, G, or H of this Elevation Certificate. Complete the applicable item(s) and sign below when:

- G1. The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by state law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)
- G2.a. A local official completed Section E for a building located in Zone A (without a BFE), Zone AO, or Zone AR/AO, or when item E5 is completed for a building located in Zone AO.
- G2.b. A local official completed Section H for insurance purposes.
- G3. In the Comments area of Section G, the local official describes specific corrections to the information in Sections A, B, E and H.
- G4. The following information (Items G5–G11) is provided for community floodplain management purposes.
- G5. Permit Number: _____ G6. Date Permit Issued: _____
- G7. Date Certificate of Compliance/Occupancy Issued: _____
- G8. This permit has been issued for: New Construction Substantial Improvement
- G9.a. Elevation of as-built lowest floor (including basement) of the building: _____ feet meters Datum: _____
- G9.b. Elevation of bottom of as-built lowest horizontal structural member: _____ feet meters Datum: _____
- G10.a. BFE (or depth in Zone AO) of flooding at the building site: _____ feet meters Datum: _____
- G10.b. Community's minimum elevation (or depth in Zone AO) requirement for the lowest floor or lowest horizontal structural member: _____ feet meters Datum: _____
- G11. Variance issued? Yes No If yes, attach documentation and describe in the Comments area.

The local official who provides information in Section G must sign here. *I have completed the information in Section G and certify that it is correct to the best of my knowledge. If applicable, I have also provided specific corrections in the Comments area of this section.*

Local Official's Name: _____ Title: _____

NFIP Community Name: _____

Telephone: _____ Ext.: _____ Email: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Signature: _____ Date: _____

Comments (including type of equipment and location, per C2.e; description of any attachments; and corrections to specific information in Sections A, B, D, E, or H):

ELEVATION CERTIFICATE

IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON PAGES 9-19

| | |
|--|--|
| Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 4921 NW Industrial | FOR INSURANCE COMPANY USE |
| | Policy Number: _____ Company NAIC Number: _____ |
| City: <u>Leon Valley</u> State: <u>TX</u> ZIP Code: <u>78238</u> | |

**SECTION H – BUILDING'S FIRST FLOOR HEIGHT INFORMATION FOR ALL ZONES
(SURVEY NOT REQUIRED) (FOR INSURANCE PURPOSES ONLY)**

The property owner, owner's authorized representative, or local floodplain management official may complete Section H for all flood zones to determine the building's first floor height for insurance purposes. Sections A, B, and I must also be completed. Enter heights to the nearest tenth of a foot (nearest tenth of a meter in Puerto Rico). *Reference the Foundation Type Diagrams (at the end of Section H Instructions) and the appropriate Building Diagrams (at the end of Section I Instructions) to complete this section.*

H1. Provide the height of the top of the floor (as indicated in Foundation Type Diagrams) above the Lowest Adjacent Grade (LAG):

a) For Building Diagrams 1A, 1B, 3, and 5–9. Top of bottom _____ feet meters above the LAG floor (include above-grade floors only for buildings with subgrade crawlspaces or enclosure floors) is:

b) For Building Diagrams 2A, 2B, 4, and 6–9. Top of next higher floor (i.e., the floor above basement, crawlspace, or enclosure floor) is: _____ feet meters above the LAG

H2. Is all Machinery and Equipment servicing the building (as listed in Item H2 instructions) elevated to or above the floor indicated by the H2 arrow (shown in the Foundation Type Diagrams at end of Section H instructions) for the appropriate Building Diagram?
 Yes No

SECTION I – PROPERTY OWNER (OR OWNER'S AUTHORIZED REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and H must sign here. *The statements in Sections A, B, and H are correct to the best of my knowledge. Note: If the local floodplain management official completed Section H, they should indicate in Item G2.b and sign Section G.*

Check here if attachments are provided (including required photos) and describe each attachment in the Comments area.

Property Owner or Owner's Authorized Representative Name: _____

Address: _____

City: _____ State: _____ ZIP Code: _____

Signature: _____ Date: _____

Telephone: _____ Ext.: _____ Email: _____

Comments: _____

ELEVATION CERTIFICATE
IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON PAGES 9-19
BUILDING PHOTOGRAPHS

See Instructions for Item A6.

| | |
|--|--|
| Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.: 4921 NW Industrial | FOR INSURANCE COMPANY USE |
| City: Leon Valley State: TX ZIP Code: 78238 | Policy Number: _____ Company NAIC Number: _____ |
| Instructions: Insert below at least two and when possible four photographs showing each side of the building (for example, may only be able to take front and back pictures of townhouses/rowhouses). Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." Photographs must show the foundation. When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9. | |
| Photo One | |
| Photo One Caption: | <input type="button" value="Clear Photo One"/> |
| Photo Two | |
| Photo Two Caption: | <input type="button" value="Clear Photo Two"/> |

ELEVATION CERTIFICATE
IMPORTANT: MUST FOLLOW THE INSTRUCTIONS ON PAGES 9-19
BUILDING PHOTOGRAPHS

Continuation Page

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.:
4921 NW Industrial

City: Leon Valley State: TX ZIP Code: 78238

FOR INSURANCE COMPANY USE

Policy Number: _____

Company NAIC Number: _____

Insert the third and fourth photographs below. Identify all photographs with the date taken and "Front View," "Rear View," "Right Side View," or "Left Side View." When flood openings are present, include at least one close-up photograph of representative flood openings or vents, as indicated in Sections A8 and A9.

Photo Three

Photo Three Caption:

Clear Photo Three

Photo Four

Photo Four Caption:

Clear Photo Four

Consider Approval of a Variance Fence in Drainage Area Northwest Industrial Drive

Mindy Teague

Director of Planning and Zoning
City Council Meeting 8/20/2024

Background

- Question
- Should the City Council grant a variance to allow the property owner to construct a chain-link fence around the perimeter of the property known as Lot 1, Block 1, CB 4428 F, Northwest Industrial Park Subdivision, a 0.3400 tract of vacant land on Northwest Industrial Drive at Bandera Road
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - At City Council discretion

Background

- Property owner would like to install a chain-fence around the perimeter of the property approximately 0.34 acres of vacant land
- Fence would be at a height of 8 feet, with a 12-foot gate
- The Code states:
 - *It shall be unlawful for any person to build or place any fence of any kind, or any other structure or physical obstacle, in, on or across any drainage easement, or any natural or artificial drain, or any stream, creek or channel in the city, or any part thereof, without special permission from the city council, evidenced by an ordinance duly passed, and then only in strict accord with the terms of such permission, if any.*

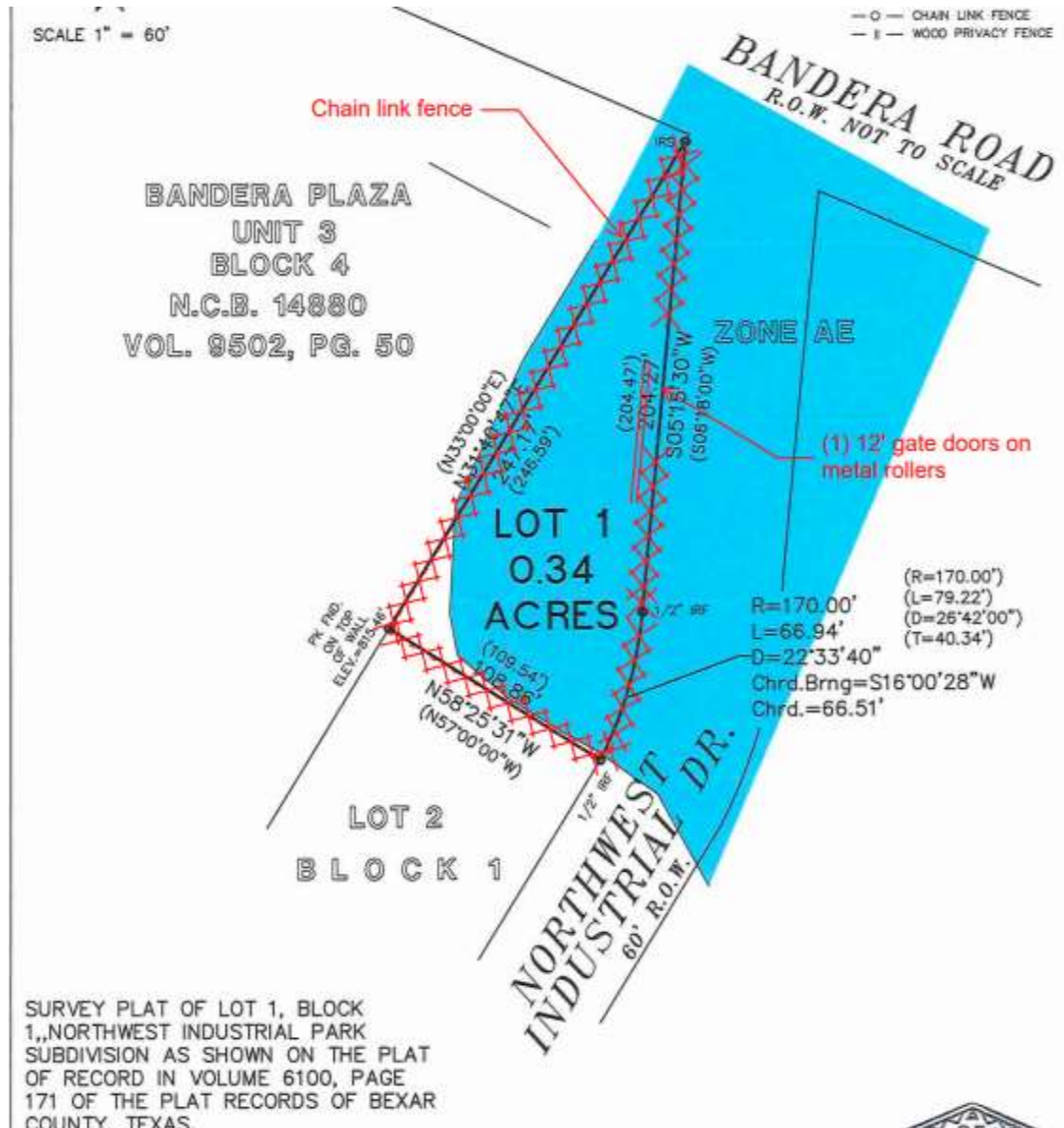
Property

{Section}.66.



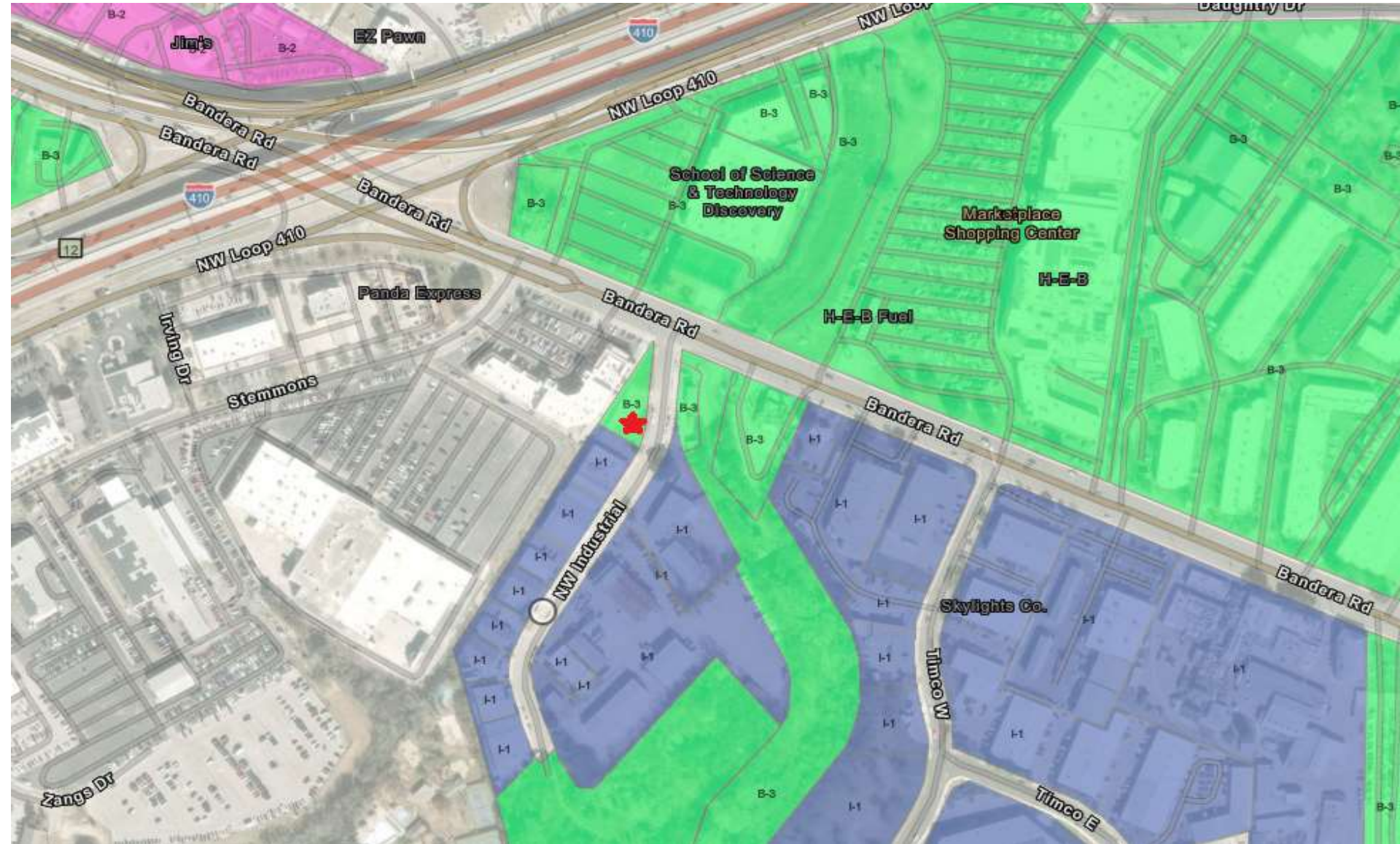
Plan

{Section}.66.



Zoning Map

{Section}.66.



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: August 20, 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, Appendix A Fee Schedule, Article A16 Water and Wastewater Impact Fees, Section A16.002 Sewer Impact Fees, 4. San Antonio Water System, to Allow Direct Payment to the San Antonio Water System (SAWS) by Developers for SAWS Sewer Impact Fees

SPONSOR(S): N/A

PURPOSE

The purpose of this item is to consider approval of an Ordinance that would allow developers to pay SAWS directly for the amount they will owe for sewer impact fees.

The city's wastewater effluent travels through Leon Valley sewer mains to the city limit, and then through SAWS sewer mains where it is collected in a SAWS-owned wastewater treatment facility, where it is treated and discharged.

Both Leon Valley and SAWS assess all new developments an impact fee to be used for new improvements to both the water and wastewater systems. Leon Valley does not need any further new improvements to its sewer mains; however, SAWS does. SAWS recently conducted an impact fee study and made the decision to increase both water and sewer impact fees. In the past, Leon Valley has collected sewer impact fees on behalf of SAWS and then mailed the payment at the end of each year.

After speaking with a SAWS representative about the increase to the sewer impact fees, it was discovered that San Antonio developers use the SAWS online payment system to pay the fees. Staff asked if developers in Leon Valley could use this same system instead of paying Leon Valley and they stated that they could. SAWS will make changes to their payment system for this task. Leon Valley would ensure the fees had been paid by submittal of the receipt showing payment prior to setting a meter.

The city has not had a substantial new development since 2010 and prepares and tracks approximately five new developments per year, which is not burdensome; however, we are now expecting over 400 new homes with associated impact fees. This bypass will assist Leon Valley by removing the task of accounting for these fees.

As a reminder, impact fees may only be used for improvements to the water and

wastewater system that are directly related to new development. They cannot be used to maintain or replace existing systems and may not be charged to existing customers, unless the customer has a change in use that would require an increase in water and/or wastewater treatment usage.

FISCAL IMPACT

This amendment will reduce staff time in accounting for SAWS sewer impact fees.

RECOMMENDATION

Staff recommends approval of this amendment.

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 APPENDIX A FEE SCHEDULE, ARTICLE A16 IMPACT FEES, SECTION A16.002 SEWER IMPACT FEES, 4. SAN ANTONIO WATER SYSTEM, TO MANDATE PAYMENT OF SEWER IMPACT FEES DIRECTLY TO THE SAN ANTONIO WATER SYSTEM; PROVIDING AN EFFECTIVE DATE OF THE REVISION WITH PUBLICATION, AS REQUIRED BY LAW, PROVIDING A SAVINGS CLAUSE; AND PROVIDING A CONFLICTS PROVISION.

WHEREAS, the San Antonio Water System (SAWS) assesses sewer impact fees from property developers in the city limits of Leon Valley in order to finance the cost of capital improvements or facility expansions necessitated by and attributable to the new development as specified in the SAWS Sanitary Sewer Capital Improvements Plan for designated impact fee service areas; and

WHEREAS, the city currently collects these fees from developers and submits them to SAWS, which requires careful accounting to assure proper assessment and payment is being made to SAWS; and

WHEREAS, SAWS has an online software system that will allow developers to pay the fees directly to SAWS, eliminating the need for Leon Valley to collect and then monitor and account for these fees; and

WHEREAS, to allow direct payment to SAWS for sewer impact fees, it is necessary to amend Appendix A Fee Schedule, Article A16 Impact Fees, Section A16.002 Sewer Impact Fees, 4. San Antonio Water System;

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, Appendix A Fee Schedule, Article A16 Impact Fees, Section A16.002 Sewer Impact Fees, 4. San Antonio Water System, be amended as follows:

“4. San Antonio Water System (SAWS) – Sewer impact fees are determined by SAWS as specified in the SAWS Sanitary Sewer Capital Improvements Plan as may be amended from time to time. Proof of payment to SAWS for sewer impact fees must be provided to the city prior to placement of any water meter or extension of a sanitary sewer service main or line to any property within the city limits of the City of Leon Valley. ”

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, Appendix A Fee Schedule 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 20th day of August 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

ARTURO D. 'ART' RODRIGUEZ
CITY ATTORNEY



May 16, 2024

TO INTERESTED PARTIES:

Texas Local Government Code Chapter 395 necessitates the updating of the San Antonio Water System (SAWS) impact fees by June 2024. The Capital Improvements Advisory Committee (CIAC), SAWS staff, and consultant Carollo Engineers began the update process for all water and wastewater impact fees in July 2023, and the CIAC finalized its recommendations in a findings report on January 31, 2024. The findings report and all other CIAC meeting documents are available at: www.saws.org/CIAC.

The update involves a projection of increased demand and resulting increased capacity in the water and wastewater systems for the next ten-year planning period. The costs associated with the capacity necessary to serve the projected growth determine the impact fee rate. The CIAC recommended impact fees are show below.

SUMMARY OF APPROVED IMPACT FEES

| Impact Fee Component | Impact Fee (\$/EDU) | | Fee Change | |
|---------------------------------|---------------------|-----------------|-----------------|------------|
| | Current | Recommended | \$ | % |
| Water Supply | \$ 2,706 | \$ 2,592 | \$ (114) | -4% |
| Water Flow | \$ 1,188 | \$ 1,368 | \$ 180 | 15% |
| Water System Development | | | | |
| High Elevation | \$ 1,203 | \$ 2,027 | \$ 824 | 68% |
| Middle Elevation | \$ 1,014 | \$ 1,744 | \$ 730 | 72% |
| Low Elevation | \$ 855 | \$ 1,510 | \$ 655 | 77% |
| Wastewater Treatment | | | | |
| Medio Creek | \$ 1,222 | \$ 1,527 | \$ 305 | 25% |
| Clouse / Leon Creek | \$ 651 | \$ 1,105 | \$ 454 | 70% |
| Wastewater Collection | | | | |
| Medio Creek | \$ 861 | \$ 1,836 | \$ 976 | 113% |
| Upper Medina | \$ 1,422 | \$ 1,702 | \$ 280 | 20% |
| Lower Medina | \$ 520 | \$ 768 | \$ 248 | 48% |
| Upper Collection | \$ 2,800 | \$ 4,436 | \$ 1,636 | 58% |
| Middle Collection | \$ 2,013 | \$ 2,792 | \$ 779 | 39% |
| Lower Collection | \$ 902 | \$ 1,138 | \$ 236 | 26% |
| Totals | \$ 7,227 | \$ 8,919 | \$ 1,692 | 23% |

The 2024 recommended impact fees were approved by the SAWS Board of Trustees on March 5, 2024, and by the San Antonio City Council on May 16, 2024. The 2024 recommended impact fees will take effect **July 1st, 2024** which is one month later than previously noted.

The determination on whether current impact fees or the recommended impact fees will be charged for service to a particular property is based on the date of plat recordation. In accordance with current state law, the impact fees in effect at the time the plat is recorded are the fees that will be charged. An individual may pay current impact fees for a property prior to July 1st, 2024, without plat recordation under the following conditions:

- The plat has been approved by the Planning Commission,
- All impact fees are paid prior to the effective date of the new impact fees.

If you have any questions please contact me at tracey.lehmann@saws.org / 210-233-3492 or patrick.middleton@saws.org / 210-233-3286.

Sincerely,

Tracey B. Lehmann, P.E.
Sr. Director
Engineering and Construction

Code Amendment Appendix A Fee Schedule San Antonio Water System Sewer Impact Fees

City Council Meeting

August 20, 2024

Melinda Moritz, Public Works Director

Summary

- Should the City Council approve an Ordinance amending Appendix A Fee Schedule to allow developers to pay SAWS sewer impact fees directly to SAWS?
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - Allowing developers to pay SAWS directly removes the task of accounting for these fees

Background

- Sewage travels through Leon Valley sewer mains to the city limit & then through SAWS sewer mains
- Sewage then dumps into SAWS-owned wastewater treatment facility, is treated & then discharged
- Both Leon Valley & SAWS assess all new developments an impact fee for new improvements to both water & wastewater systems
- Leon Valley does not need any new improvements to its sewer mains - SAWS does

Purpose

- SAWS recently increased both water & sewer impact fees
- Leon Valley collects sewer impact fees for SAWS & then mails payment at end of year
- Staff spoke with SAWS about increase in sewer impact fees
- Discovered that San Antonio developers use the SAWS online payment system to pay impact fees

Purpose

- Staff asked if developers in Leon Valley could use this same system instead of paying Leon Valley & were told they could
 - SAWS will make changes to their software to allow this
- Leon Valley would ensure the fees have been paid by submittal of receipt showing payment prior to setting a meter
- No substantial new development in LV since 2010 – we prepare & account for approximately five new developments per year - not burdensome

Purpose

- Leon Valley is now expecting over 400 new homes with associated impact fees
- This bypass will assist Leon Valley by removing the task of accounting for these fees
 - Reminder - impact fees may only be used for improvements to the water and wastewater system that are directly related to new development
 - Can't be used to maintain/replace existing systems & can't charge existing customers, unless customer changes use that requires increase in water and/or wastewater treatment usage

Fiscal Impact

- This amendment will reduce staff time in accounting for SAWS sewer impact fees

Recommendation

- Staff recommends approval of the amendment

MAYOR AND CITY COUNCIL COMMUNICATION

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Melinda Moritz, Public Works Director

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

SUBJECT: Presentation and Discussion to Consider Approval of an Ordinance Amending Chapter 10 Subdivision Regulations, Division 4. Additional Regulations, Section 10.02.151 Additional Regulations, Subsection (c) to Allow Deferral of Water Meter and Sidewalk Installation to the Building Phase of a Subdivision Project

SPONSOR(S): Council Member Benny Martinez

PURPOSE

This M & C is to consider approval of an Ordinance amending Chapter 10 Subdivision Regulations, Division 4. Additional Regulations, Section 10.02.151 Additional regulations, Subsection (c) to allow the deferral of water meter and sidewalk construction to the building phase of a subdivision project. The amendment to the section is in bold text below:

“(c) The city shall not permit repair, maintenance, installation or provision of streets or public utility services in any subdivision for which a final subdivision plat has not been approved and filed for record, nor in which the standards contained herein or referred to herein have not been complied with in full. **Exceptions to this section include the installation of water meters and the construction of sidewalks, which may be delayed to the building construction phase of a project upon request by the owner and approval by the City Engineer.**”

State law mandates that cities either approve or disapprove a subdivision final plat within thirty days of submittal. When Leon Valley receives a plat request, it is forwarded to the City Engineer for review. Once approved by the City Engineer, the plat is forwarded to the Planning and Zoning Commission for their approval or denial. The Subdivision Code mandates that all public improvements must be installed prior to such plat approval. If the developer wants to delay the installation of meters and sidewalks, they must request a variance and the plat then has to be brought before both the Planning and Zoning Commission and the City Council for final approval, which extends the time period for approval.

Developers don't want to install water meters and sidewalks until such time as the building they are constructing is almost complete, because they use heavy machinery (backhoes,

front end loaders, lifts, etc.) to bring construction materials to the site, which may result in damage to the meter or to the sidewalk. The additional step of having to ask the City Council for a variance to these two items lengthens the time the plat is pending either approval or denial, which puts the city at risk for not meeting the thirty-day deadline. These types of variances are always approved.

By allowing the deferral, the developer doesn't have to wait for the additional time period, which also saves them money. The building's final inspection is not approved until all items have been completed.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends approval of this amendment.

APPROVED : _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL AMENDING THE LEON VALLEY CODE OF ORDINANCES, CHAPTER 10 SUBDIVISION REGULATIONS, DIVISION 4 ADDITIONAL REGULATIONS, SECTION 10.02.151 ADDITIONAL REGULATIONS, SUBSECTION (C) TO ALLOW DEFERRAL OF THE INSTALLTION OF WATER METERS AND SIDEWALKS TO THE CONSTRUCTION PHASE OF A SUBDIVISION; PROVIDING FOR REPEALER, SEVERABILITY, AND SAVING CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 10 Subdivision Regulations requires that subdividers install water meters and sidewalks prior to being issued any building permits; and

WHEREAS, installing these items prior to the building phase of the subdivision tends to cause unnecessary damage to these infrastructure improvements; and

WHEREAS, plats are reviewed and approved by the Planning and Zoning Commission and, if no variances are requested, are filed for record at the Bexar County Deeds and Records office; and

WHEREAS, if variances are requested, the plats must be additionally reviewed and approved by the City Council which adds time and an unnecessary step for the developer of the subdivision;

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

SECTION 1. Chapter 10 Subdivision Regulations, Division 4 Additional Regulations, Section 10.02.151 Additional regulations, Subsection (C) is hereby revised as follows:

“(c) The city shall not permit repair, maintenance, installation or provision of streets or public utility services in any subdivision for which a final subdivision plat has not been approved and filed for record, nor in which the standards contained herein or referred to herein have not been complied with in full. Exceptions to this section include the installation of water meters and the construction of sidewalks, which may be delayed to the building construction phase of a project upon request by the owner and approval by the City Engineer.”

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 20th day of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

City Attorney

Code Amendment
Chapter 10 Subdivision Regulations
Water Meter and Sidewalk Construction Deferral

Melinda Moritz
Public Works Director
City Council Meeting
August 20, 2024

Summary

- Question
 - City Council is being asked to approve an amendment to Chapter 10 Subdivision Regulations to allow developers to defer the installation of water meters & sidewalks to the building construction phase of a subdivision
- Options
 - Approve
 - Deny
- Declaration
 - Staff recommends approval of the amendment, as this will reduce “red tape” for the developers

Purpose

- To consider amending the Subdivision Code to allow developers to delay the installation of water meters and sidewalk construction to the building phase of a project
- The Code currently requires all subdivision standards to be complied with in full prior to any building permits being issued
- Installing sidewalks & water meters is impractical prior to the building construction phase, as they could be damaged by heavy machinery

Purpose

- Currently, developers are required to present their plats to the Planning and Zoning Commission for approval
- If a variance is requested, the plat must then be presented to the City Council
 - This adds time & inconvenience to the developer
 - State law mandates plat approvals within 30 days of receipt of a final subdivision plat, which puts the Planning and Zoning Department in a predicament
- If deferral is allowed, a final building inspection would not be allowed until such time as these items are satisfactorily installed/constructed

Fiscal Impact

- None

Recommendation

- Approval of the code amendment

MAYOR AND COUNCIL COMMUNICATION

DATE: August 20, 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 a Member to the Citizen’s Police Advisory Committee
SPONSOR(S): (N/A)

PURPOSE

The purpose of this item is to have an appointment made by Council Place 3; and to present to City Council all City of Leon Valley applications on file for consideration.

THE FOLLOWING APPLICATIONS ON FILE:

Melissa Zavala – Received 04-16-2024.
Vera Ann Sawyer – Received 06-06-2024.

FISCAL IMPACT

None

RECOMMENDATION

City Council Discretion

CITIZENS POLICE ADVISORY COMMITTEE - Coterminous with the Mayor

| CITIZEN'S POLICE ADVISORY COMMITTEE | | | |
|--|--|-------------------------------|----------------------------|
| Name | Position | Appointed | Term |
| Manuel Rubio | Committee Member Council Place 1 Appointment | 7/18/2023 Res. No. 23-022R | Term Expires: 6/30/2025 |
| Darby Riley | Committee Member Council Place 1 Appointment | 7/18/2023 Res. No. 23-022R | Term Expires: 6/30/2025 |
| Erick Matta | Chair Committee Member Council Place 2 Appointment | 6/4/2024 Res. No. 24-023R | Term Expires: 5/31/2026 |
| Olen Yarnell | Committee Member Council Place 2 Appointment | 6/4/2024 Res. No. 24-023R | Term Expires: 5/31/2026 |
| Andrea Roofe | Committee Member Council Place 3 Appointment | 7/18/2023 Res. No. 23-022R | Term Expires: 6/30/2025 |
| Vacant | Committee Member Council Place 3 Appointment | | Term Expires: 6/30/2025 |
| Kim Crawford | Committee Member Council Place 4 Appointment | 6/4/2024 Res. No. 24-023R | Term Expires: 5/31/2026 |
| Bill Stannard | Committee Member Council Place 4 Appointment | 7/16/2024 Res. No. 24-029R | Term Expires: 5/31/2026 |
| Frank Gonzalez | Committee Member Council Place 5 Appointment | 8/1/2023 Res. No. 23-030R | Term Expires: 6/30/2025 |
| Michelle Rawls | Committee Member Council Place 5 Appointment | 8/1/2023 Res. No. 23-030R | Term Expires: 6/30/2025 |
| Tina Chasan | Committee Member Mayor's Appointment | 6/4/2024 Res. No. 24-023R | Term Expires: 5/31/2026 |
| Joshua Stevens | Committee Member Mayor's Appointment | 6/4/2024 Res. No. 24-023R | Term Expires: 5/31/2026 |
| Phyllis Beal | Committee Member Mayor's Appointment | 7/16/2024 Res. No. 24-029R | Term Expires: 5/31/2026 |
| Councilor Rey Orozco | Mayor Pro-Tem, Council Place 4 Council Liaison | 7/19/2022 Res. No. 22-021R | Term Expires: 5/31/2025 |
| Kasey Burleson | Patrol LT. LVPD Staff Liaison | N/A | 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 A MEMBER 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 individual is hereby appointed as a member of the **Citizens Police Advisory Committee** with a term expiring June 30, 2025:

Place 3 Appointment - _____

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 20th day of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

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

MAYOR AND COUNCIL COMMUNICATION

DATE: August 20, 2024

TO: Mayor and Council

FROM: Crystal Miranda, Community Relations Director

THROUGH: Crystal Caldera, City Manager

SUBJECT: Presentation and Discussion on an Ordinance Authorizing the Amendment of the General Fund Budget for Fiscal Year 2023-2024 in the Amount of \$38,760.46 for the Household Hazardous Waste Event (1st Read as Required by City Charter) - C. Miranda, Community Relations Director

SPONSOR(S): N/A

PURPOSE

Request approval for a budget adjustment in the amount of \$38,760.46, to pay for the services of Heritage Solutions for the Household Hazardous Waste Event in Leon Valley held in April. The City of Leon Valley was awarded a reimbursement grant from San Antonio River Authority in an amount not to exceed \$15,000 to host a Household Hazardous Waste Event. It is necessary to pay the total invoice to receive the reimbursement amount.

FISCAL IMPACT

An adjustment in the amount of \$38,760.46. A reimbursement of \$15,000 will be received from San Antonio River Authority upon proof of paid in full invoice. Total City cost after reimbursement equals \$23,760.46.

RECOMMENDATION

Staff recommends approval.

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 THE AMENDMENT OF THE GENERAL FUND BUDGET FOR FISCAL YEAR OF 2023-2024 IN THE AMOUNT OF \$38,760.46 TO PROVIDE PROPER FUNDING; PROVIDING FOR REPEALER, SEVERABILITY AND SAVINGS CLAUSES; AND PROVIDING FOR A REIMBURSEMENT GRANT.

WHEREAS, the City of Leon Valley was awarded a reimbursement of \$15,000 in assistance through the San Antonio River Authority to host a Household Hazardous Event in Leon Valley; and

WHEREAS, to continue its efforts to promote a healthier and sustainable environment, the City Council authorized staff to host a Household Hazardous Event; and

WHEREAS, it is a City Council goal to promote sustainability and to reduce the City's carbon footprint; and

WHEREAS, it was determined that funding should be added to the FY 2023-2024 Budget for a Household Hazardous Waste Event; and

WHEREAS, the City of Leon Valley passed their FY2022-2023 Budget on September 5, 2023; and

WHEREAS, it is necessary to fund the project in full for reimbursement, a budget adjustment in the amount of \$38,760.46 from the General Fund is necessary;

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

SECTION 1. The FY 2023-2024 General Fund of the City of Leon Valley is hereby amended to increase the budget by the amount of \$38,760.46 to fund the services of Heritage Solutions for the Household Hazardous Event in Leon Valley.

SECTION 2. The financial allocations in this Ordinance are subject to approval by the Director of Finance. The Director of Finance 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. 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 ___ day of ___, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

City Attorney

HERITAGE ENVIRONMENTAL SVCS, LLC
affiliates and subsidiaries including,
Rineco Chemical Industries, LLC a Heritage Company
Heritage Thermal Services, LLC
Heritage Transport, LLC
Heritage Interactive Systems, LLC
Heritage Thermal of Texas, LLC
Burns ODS, LLC



| | | |
|-------------------|-----------------|----------------|
| Invoice No: | 236866 | {Section}.610. |
| Invoice Date: | 07/22/24 | |
| Invoice Due Date: | 08/21/2024 | |
| Payment Terms: | NET30 | |
| PO# : | NO PO | |
| Customer No. | 1860114989 | |
| MMS# 199750 | HE124 TECH SERV | |

CITY OF LEON VALLEY

CAROL GOERING
6400 EL VERDE RD
LEON VALLEY, TX 78238 USA

Please Remit checks to:

PO BOX 933024
CLEVELAND, OH 44193 USA

Total Amount Due: USD \$ 38,760.46

**ANY AND ALL INVOICE AMOUNTS OR INFORMATION CONTAINED IN THIS INVOICE MUST BE DISPUTED
IN WRITING WITHIN 15 DAYS FROM THE INVOICE DATE UNLESS OTHERWISE CONTRACTUALLY AGREED,
AFTER WHICH THE INVOICE WILL BE DEEMED ACCEPTED AND ALL RIGHTS TO DISPUTE THE INVOICE WILL BE WAIVED.**

**PLEASE CONTACT YOUR HERITAGE CUSTOMER SERVICE REPRESENTATIVE OR
HESWASTEBILLING@HERITAGE-ENVIRO.COM WITH ANY DISPUTES OR QUESTIONS.**

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HERITAGE ENVIRONMENTAL SVCS, LLC
 PO BOX 933024
 CLEVELAND, OH 44193 USA



Invoice No: 236866
 Invoice Date: 07/22/24 {Section}.610.
 Invoice Due Date: 08/21/2024
 Payment Terms: NET30
 PO#: NO PO
 Customer No: 1860114989
 Page: 2

CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|---|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| 04/27/2024 | 215957 | HERITAGE ENVIRONMENTAL SERVICES, LLC. | | | | | | | | |
| 05/18/2024 | 38 | 001354231WAS | 17247679 | | | | | | | |
| | | 001354231WAS 1 | | | | | | | | |
| | | NON PCB BALLASTS AND CAPACITORS | | 134 | 26 | | LBS | 26.00 | 1.7700 | 46.02 |
| | | ENERGY SURCHARGE | | 134 | | | EA | 1.00 | 11.5100 | 11.51 |
| 04/27/2024 | | | | | | | | | | |
| 06/22/2024 | 44 | 001354232WAS | 17247681 | | | | | | | |
| | | 001354232WAS 1 | | | | | | | | |
| | | AEROSOL CANS/EXPIRED,USED&UNUSED FOAMING-HHW(LB | | 8073 | 76 | | D15 | 2.00 | 235.0700 | 470.14 |
| | | MIN) | | 8073 | | | EA | 1.00 | 117.5400 | 117.54 |
| | | ENERGY SURCHARGE | | | | | | | | |
| 04/27/2024 | | | | | | | | | | |
| 06/22/2024 | 27 | 001354232WAS | 17247157 | | | | | | | |
| | | 001354232WAS 2 | | | | | | | | |
| | | LABPACK - GENERIC INCINERABLE TO HTS(LB MIN) | | 8090 | 6 | | D05 | 1.00 | 164.6200 | 164.62 |
| | | ENERGY SURCHARGE | | 8090 | | | EA | 1.00 | 41.1600 | 41.16 |
| 04/27/2024 | | | | | | | | | | |
| 06/22/2024 | 27 | 001354232WAS | 17247158 | | | | | | | |
| | | 001354232WAS 3 | | | | | | | | |
| | | LABPACK - GENERIC INCINERABLE TO HTS | | 8090 | 7 | | LBS | 7.00 | 2.9600 | 20.72 |
| | | ENERGY SURCHARGE | | 8090 | | | EA | 1.00 | 5.1800 | 5.18 |

HERITAGE ENVIRONMENTAL SVCS, LLC
 PO BOX 933024
 CLEVELAND, OH 44193 USA



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 Customer No: 1860114989
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CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|---|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 17 | 001354233WAS | 17247675 | | | | | | | |
| | | 001354233WAS 1 | | | | | | | | |
| | | AEROSOLS(MIN) | | 86 | 604 | | BOX | 1.00 | 489.9600 | 489.96 |
| | | ENERGY SURCHARGE | | 86 | | | EA | 1.00 | 122.4900 | 122.49 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 18 | 001354233WAS | 17247676 | | | | | | | |
| | | 001354233WAS 2 | | | | | | | | |
| | | FLAMMABLE LIQUIDS (LOOSEPACK AND BULK) | | 124 | 1,498 | | BOX | 3.00 | 593.9600 | 1,781.88 |
| | | ENERGY SURCHARGE | | 124 | | | EA | 1.00 | 445.4700 | 445.47 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 16 | 001354233WAS | 17247154 | | | | | | | |
| | | 001354233WAS 3 | | | | | | | | |
| | | LEAD ACID BATTERIES | | 111 | 600 | | LBS | 600.00 | 0.5800 | 348.00 |
| | | ENERGY SURCHARGE | | 111 | | | EA | 1.00 | 87.0000 | 87.00 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 2 | 001354233WAS | 17247665 | | | | | | | |
| | | 001354233WAS 4 | | | | | | | | |
| | | BATTERIES- NICAD- UNIVERSAL WASTE(LB MIN) | | 112 | 113 | | D05 | 1.00 | 197.2400 | 197.24 |
| | | ENERGY SURCHARGE | | 112 | | | EA | 1.00 | 49.3100 | 49.31 |

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CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|--------------------------|-------------|---|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| 04/27/2024 05/06/2024 | 4 | 001354233WAS | 17247668 | | | | | | | |
| | | 001354233WAS 5 | | | | | | | | |
| | | BATTERIES- LITHIUM ION- UNIVERSAL WASTE | | 113 | 113 | | LBS | 113.00 | 1.7800 | 201.14 |
| | | ENERGY SURCHARGE | | 113 | | | EA | 1.00 | 50.2900 | 50.29 |
| 04/27/2024 05/06/2024 | 19 | 001354233WAS | 17247677 | | | | | | | |
| | | 001354233WAS 6 | | | | | | | | |
| | | ALKALINE BATTERIES | | 110 | 339 | | D05 | 3.00 | 113.9500 | 341.85 |
| | | ENERGY SURCHARGE | | 110 | | | EA | 1.00 | 85.4600 | 85.46 |
| 04/27/2024 05/06/2024 | 3 | 001354233WAS | 17247666 | | | | | | | |
| | | 001354233WAS 7 | | | | | | | | |
| | | LIGHT BULBS -CIRCULAR/COMPACT/INCANDESCENT- | | 109 | 113 | | LBS | 113.00 | 3.2700 | 369.51 |
| | | UNIVERSAL WASTE | | 109 | | | EA | 1.00 | 92.3800 | 92.38 |
| 04/27/2024 05/06/2024 | 5 | 001354233WAS | 17247669 | | | | | | | |
| | | 001354233WAS 8 | | | | | | | | |
| | | LIGHT BULBS - 4' - UNIVERSAL WASTE | | 109 | 254 | | LBS | 254.00 | 0.9700 | 246.38 |

HERITAGE ENVIRONMENTAL SVCS, LLC
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CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|------------------------------|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| | | ENERGY SURCHARGE | | 109 | | | EA | 1.00 | 61.6000 | 61.60 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 6 | 001354233WAS | 17247670 | | | | | | | |
| | | 001354233WAS 9 | | | | | | | | |
| | | USED OIL FILTERS | | 124 | 113 | | LBS | 113.00 | 0.6200 | 70.06 |
| | | ENERGY SURCHARGE | | 124 | | | EA | 1.00 | 17.5200 | 17.52 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 15 | 001354233WAS | 17247671 | | | | | | | |
| | | 001354233WAS 10 | | | | | | | | |
| | | LATEX PAINT (LOOSEPACK/BULK) | | 101 | 7,106 | | BOX | 11.00 | 265.6800 | 2,922.48 |
| | | ENERGY SURCHARGE | | 101 | | | EA | 1.00 | 730.6200 | 730.62 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 11 | 001354233WAS | 17247672 | | | | | | | |
| | | 001354233WAS 11 | | | | | | | | |
| | | ANTIFREEZE | | 101 | 196 | | D55 | 1.00 | 148.0000 | 148.00 |
| | | ENERGY SURCHARGE | | 101 | | | EA | 1.00 | 37.0000 | 37.00 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 22 | 001354233WAS | 17247678 | | | | | | | |
| | | 001354233WAS 12 | | | | | | | | |
| | | USED MIXED OIL | | 68 | 1,055 | | TOT | 1.00 | 601.0000 | 601.00 |

HERITAGE ENVIRONMENTAL SVCS, LLC
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 CLEVELAND, OH 44193 USA



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CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|---|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| | | ENERGY SURCHARGE | | | 68 | | EA | 1.00 | 150.2500 | 150.25 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 17 | 001354233WAS | 17255162 | | | | | | | |
| | | 001354233WAS 13 | | | | | | | | |
| | | AEROSOLS(MIN) | | | 86 | | D05 | 1.00 | 86.9200 | 86.92 |
| | | ENERGY SURCHARGE | | | 86 | | EA | 1.00 | 21.7300 | 21.73 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 5 | 001354233WAS | 17255165 | | | | | | | |
| | | 001354233WAS 14 | | | | | | | | |
| | | LIGHT BULBS - 4' - UNIVERSAL WASTE(LB MIN:55CF) | | | 109 | 40 | DRM | 1.00 | 113.7000 | 113.70 |
| | | ENERGY SURCHARGE | | | 109 | | EA | 1.00 | 28.4300 | 28.43 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 15 | 001354233WAS | 17255172 | | | | | | | |
| | | 001354233WAS 15 | | | | | | | | |
| | | LATEX PAINT (LOOSEPACK/BULK) | | | 101 | 1,660 | PL | 3.00 | 265.6800 | 797.04 |
| | | ENERGY SURCHARGE | | | 101 | | EA | 1.00 | 199.2600 | 199.26 |
| 04/27/2024 | | | | | | | | | | |
| 05/06/2024 | 14 | 001354233WAS | 17255173 | | | | | | | |
| | | (728=.2) TOTAL HALOGEN (TX) .2 PERCENT = \$0.88 | | | | | | | | |

HERITAGE ENVIRONMENTAL SVCS, LLC
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Invoice No: 236866
 Invoice Date: 07/22/24 {Section}.610.
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 Payment Terms: NET30
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 Customer No: 1860114989
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CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|-------------|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |

(962=9409) HEAT OF COMBUSTION 9409 BTU/LB = \$0.88

001354233WAS 16

| | | | | | | |
|---|-----|-------|-----|------|----------|----------|
| OIL BASED PAINT (LOOSEPACK/BULK)(MIN:200CF) | 147 | 2,303 | DRM | 3.00 | 593.9600 | 1,781.88 |
| ENERGY SURCHARGE | 147 | | EA | 1.00 | 445.4700 | 445.47 |

| | | | | | | |
|------------|--------------|------------------------|----------|--|----|--------------------------|
| 04/27/2024 | | | 17247152 | | | |
| 04/27/2024 | 001354233WAS | FREIGHT CHARGE | 945 | | LD | 1.00 4,609.0000 4,609.00 |
| | | FUEL SURCHARGE (28.9%) | 945 | | LD | 1.00 1,332.0000 1,332.00 |

| | | | | | | |
|------------|--------------|-------------------------|----------|--|----|------------------|
| 04/27/2024 | | | 17247685 | | | |
| 04/27/2024 | 001354233WAS | 15 GAL POLY OT NESTABLE | 802 | | EA | 4.00 0.0000 0.00 |

| | | | | | | |
|------------|--------------|---------------------------|----------|--|----|------------------|
| 04/27/2024 | | | 17247686 | | | |
| 04/27/2024 | 001354233WAS | 30 GAL NEW OPEN POLY DRUM | 802 | | EA | 3.00 0.0000 0.00 |

| | | | | | | |
|------------|--------------|-------------------------|----------|--|----|------------------|
| 04/27/2024 | | | 17247687 | | | |
| 04/27/2024 | 001354233WAS | 4 FOOT LIGHT BULB BOXES | 802 | | EA | 3.00 0.0000 0.00 |

| | | | | | | |
|------------|--------------|--------------------------------|----------|--|----|------------------|
| 04/27/2024 | | | 17247688 | | | |
| 04/27/2024 | 001354233WAS | 5 GAL OT POLY PAIL W/SCREW LID | 802 | | EA | 8.00 0.0000 0.00 |

04/27/2024

HERITAGE ENVIRONMENTAL SVCS, LLC
 PO BOX 933024
 CLEVELAND, OH 44193 USA



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 Page: 8

CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|--------------------------|-------------|--|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| 04/27/2024 | | 001354233WAS 55 GAL POLY OT NESTABLE | 17247689 | 802 | | | EA | 8.00 | 0.0000 | 0.00 |
| 04/27/2024 04/27/2024 | | 001354233WAS 55 GAL RECON METAL DRUM - CLOSED TOP | 17247690 | 802 | | | EA | 1.00 | 0.0000 | 0.00 |
| 04/27/2024 04/27/2024 | | 001354233WAS 55 GAL RECON METAL DRUM - OPEN TOP | 17247691 | 802 | | | EA | 0.00 | 0.0000 | 0.00 |
| 04/27/2024 04/27/2024 | | 001354233WAS 8 FOOT LIGHT BULB BOXES | 17247692 | 802 | | | EA | 1.00 | 0.0000 | 0.00 |
| 04/27/2024 04/27/2024 | | 001354233WAS CUBIC YARD BOX | 17247693 | 802 | | | EA | 24.00 | 0.0000 | 0.00 |
| 04/27/2024 04/27/2024 | | 001354233WAS FIELD CHEMIST | 17247694 | 801 | | | HRS | 44.00 | 75.0000 | 3,300.00 |
| 04/27/2024 04/27/2024 | | 001354233WAS FIELD TECHNICIAN | 17247695 | 801 | | | HRS | 11.00 | 65.0000 | 715.00 |
| 04/27/2024 04/27/2024 | | 001354233WAS | 17247696 | | | | | | | |

HERITAGE ENVIRONMENTAL SVCS, LLC
 PO BOX 933024
 CLEVELAND, OH 44193 USA



Invoice No: 236866
 Invoice Date: 07/22/24 {Section}.610.
 Invoice Due Date: 08/21/2024
 Payment Terms: NET30
 PO#: NO PO
 Customer No: 1860114989
 Page: 9

CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|--|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| | | MOBILIZATION/DEMOb FEE | | 801 | | | EA | 1.00 | 3,200.0000 | 3,200.00 |
| 04/27/2024 | | | 17247697 | | | | | | | |
| 04/27/2024 | | 001354233WAS PALLET CHARGE | | 802 | | | EA | 7.00 | 0.0000 | 0.00 |
| 04/27/2024 | | | 17247698 | | | | | | | |
| 04/27/2024 | | 001354233WAS PROJECT MANAGER | | 801 | | | HRS | 11.00 | 82.0000 | 902.00 |
| 04/27/2024 | | | 17247699 | | | | | | | |
| 04/27/2024 | | 001354233WAS ROLL OFF BOX RENTAL | | 808 | | | DAY | 0.00 | 0.0000 | 0.00 |
| 04/27/2024 | | | 17247700 | | | | | | | |
| 04/27/2024 | | 001354233WAS TOTE - RECONDITIONED | | 802 | | | EA | 1.00 | 0.0000 | 0.00 |
| 04/27/2024 | | | 17256874 | | | | | | | |
| 04/27/2024 | | 001354233WAS | | | | | | | | |
| | | 001354231WAS, 001354232WAS, 001354233WAS, 001354234WAS, 001354235WAS | | | | | | | | |
| | | E-MANIFEST MANAGEMENT FEE | | 855 | | | EA | 5.00 | 25.0000 | 125.00 |
| 04/27/2024 | | | 17247155 | | | | | | | |
| 05/28/2024 | 21 | 001354234WAS | | | | | | | | |
| | | 001354234WAS 1 | | | | | | | | |

HERITAGE ENVIRONMENTAL SVCS, LLC
 PO BOX 933024
 CLEVELAND, OH 44193 USA



Invoice No: 236866
 Invoice Date: 07/22/24 {Section}.610.
 Invoice Due Date: 08/21/2024
 Payment Terms: NET30
 PO#: NO PO
 Customer No: 1860114989
 Page: 10

CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|---|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |
| | | PESTICIDE LIQUIDS- LOOSEPACK | | 2100 | 1,429 | | BOX | 3.00 | 583.5500 | 1,750.65 |
| | | ENERGY SURCHARGE | | 2100 | | | EA | 1.00 | 437.6600 | 437.66 |
| 04/27/2024 | | | | | | | | | | |
| 05/28/2024 | 12 | 001354234WAS | 17247151 | | | | | | | |
| | | 001354234WAS 2 | | | | | | | | |
| | | ACIDS IN CONSUMER PACKAGES FOR INCIN - HHW(MIN:55DF) | | 2057 | 206 | | DRM | 1.00 | 389.2900 | 389.29 |
| | | ACIDS IN CONSUMER PACKAGES FOR INCIN - HHW(MIN:15DF) | | 2057 | 40 | | DRM | 1.00 | 226.7700 | 226.77 |
| | | ENERGY SURCHARGE | | 2057 | | | EA | 1.00 | 154.0200 | 154.02 |
| 04/27/2024 | | | | | | | | | | |
| 05/28/2024 | 13 | 001354234WAS | 17247153 | | | | | | | |
| | | 001354234WAS 3 | | | | | | | | |
| | | BASES IN CONSUMER PACKAGES FOR INCIN - HHW(MIN:55DF) | | 2057 | 184 | | DRM | 1.00 | 389.2900 | 389.29 |
| | | BASES IN CONSUMER PACKAGES FOR INCIN - HHW(MIN:30DF) | | 2057 | 65 | | DRM | 1.00 | 288.1400 | 288.14 |
| | | ENERGY SURCHARGE | | 2057 | | | EA | 1.00 | 169.3600 | 169.36 |
| 04/27/2024 | | | | | | | | | | |
| 05/28/2024 | 23 | 001354234WAS | 17247156 | | | | | | | |
| | | 001354234WAS 4 | | | | | | | | |
| | | NON HAZ CLEANERS-LOOSEPACKED | | 2100 | 443 | | D55 | 3.00 | 233.3800 | 700.14 |
| | | ENERGY SURCHARGE | | 2100 | | | EA | 1.00 | 175.0400 | 175.04 |

HERITAGE ENVIRONMENTAL SVCS, LLC
 PO BOX 933024
 CLEVELAND, OH 44193 USA



Invoice No: 236866
 Invoice Date: 07/22/24 {Section}.610.
 Invoice Due Date: 08/21/2024
 Payment Terms: NET30
 PO#: NO PO
 Customer No: 1860114989
 Page: 11

CITY OF LEON VALLEY

INVOICE

CAROL GOERING
 6400 EL VERDE RD
 LEON VALLEY, TX 78238 USA

| Pickup Date | Generator | Manifest | Transaction | Product | Weight | Containers | Units | Bill Qty | Unit Price | Extended Price |
|---------------|-------------|-------------|-------------|---------|--------|------------|-------|----------|------------|----------------|
| Delivery Date | Wastestream | Description | | | | | | | | |

| | | | | | | | | | | |
|------------|----|----------------------------------|----------|------|-------|--|-----|----------|----------|----------|
| 04/27/2024 | | | | | | | | | | |
| 05/23/2024 | 39 | 001354235WAS | 17247160 | | | | | | | |
| | | 001354235WAS 1 | | | | | | | | |
| | | ELECTRONIC EQUIPMENT (E - SCRAP) | | 2501 | 1,157 | | LBS | 1,157.00 | 2.2300 | 2,580.11 |
| | | ENERGY SURCHARGE | | 2501 | | | EA | 1.00 | 645.0300 | 645.03 |

| | | | | | | | | | | |
|------------|----|--|----------|------|-------|--|----|------|----------|----------|
| 04/27/2024 | | | | | | | | | | |
| 05/23/2024 | 39 | 001354235WAS | 17247680 | | | | | | | |
| | | 001354235WAS 2 | | | | | | | | |
| | | [CUBIC YARD BOX MIN]ELECTRONIC EQUIPMENT (E - SCRAP)(LB MIN) | | 2501 | 1,632 | | PL | 3.00 | 713.0000 | 2,139.00 |
| | | ENERGY SURCHARGE | | 2501 | | | EA | 1.00 | 534.7500 | 534.75 |

Pay this Amount \$ 38,760.46



Facility : RINECO
1007 VULCAN ROAD HASKELL
BENTON, AR 72015
(501)778-9089
EPA ID: ARD981057870

Stop : 4337799

Generator Mailing Address :

RYAN SCHROEDER
HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
HHW/GOLIAD
MARION, TX 78124-6591
UNITED STATES

Certificate of Management, Treatment, or Disposal

HERITAGE ENVIRONMENTAL SERVICES, LLC CERTIFIES AND ASSURES TO OUR CUSTOMERS THAT THE TRANSACTION DESCRIBED, INCLUDING TREATMENT AND/OR STORAGE AND/OR RECLAMATION AND/OR RECYCLING AND/OR DISPOSAL SHALL BE HANDLED IN COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL LAWS AND REGULATIONS.

Generator Site Address : **Gen# :** 215957

HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
MARION, TX 78124-6591

DOCUMENT : 001354233WAS
EPA ID NUMBER : TXD000084068
DATE RECEIVED : 06-MAY-24

| Wastestream | # Cont / Recycl | Total LBS / Recycl | H Code |
|--|-----------------|--------------------|--------|
| 2 BATTERIES- NICAD- UNIVERSAL WASTE | 1 / 0 | 30 / 0 | H141 |
| 3 LIGHT BULBS -CIRCULAR/COMPACT/INCANDESCENT | 1 / 0 | 61 / 0 | H141 |
| 4 BATTERIES- LITHIUM ION- UNIVERSAL WASTE | 1 / 0 | 60 / 0 | H141 |
| 5 LIGHT BULBS - 4' - UNIVERSAL WASTE | 2 / 0 | 279 / 0 | H141 |
| 6 USED OIL FILTERS | 1 / 0 | 113 / 0 | H061 |
| 11 ANTIFREEZE | 1 / 1 | 196 / 45 | H141 |
| 14 OIL BASED PAINT (LOOSEPACK/BULK) | 3 / 0 | 2,303 / 0 | H061 |
| 15 LATEX PAINT (LOOSEPACK/BULK) | 14 / 0 | 8,766 / 0 | H141 |
| 16 LEAD ACID BATTERIES | 1 / 0 | 1,170 / 0 | H141 |
| 17 AEROSOLS | 2 / 0 | 685 / 0 | H061 |
| 18 FLAMMABLE LIQUIDS (LOOSEPACK AND BULK) | 3 / 0 | 1,498 / 0 | H061 |
| 19 ALKALINE BATTERIES | 3 / 0 | 221 / 0 | H141 |
| 22 USED MIXED OIL | 1 / 0 | 1,055 / 0 | H061 |
| Totals | 34 / 1 | 16,437 / 45 | |

Note : For your sustainability records, the recycled count and pounds above represents the count and tare weight of the metal containers received which are typically recycled.

{Section}.610.



Facility : HERITAGE ENVIRONMENTAL SERVICES
7901 W MORRIS ST
INDIANAPOLIS, IN 46231-3301
(317)243-0811
EPA ID: IND093219012

Stop : 4337799

Generator Mailing Address :

RYAN SCHROEDER
HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
HHW/GOLIAD
MARION, TX 78124-6591
UNITED STATES

Certificate of Management, Treatment, or Disposal

HERITAGE ENVIRONMENTAL SERVICES, LLC CERTIFIES AND ASSURES TO OUR CUSTOMERS THAT THE TRANSACTION DESCRIBED, INCLUDING TREATMENT AND/OR STORAGE AND/OR RECLAMATION AND/OR RECYCLING AND/OR DISPOSAL SHALL BE HANDLED IN COMPLIANCE WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL LAWS AND REGULATIONS.

Generator Site Address : **Gen# :** 215957

HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
MARION, TX 78124-6591

DOCUMENT : 001354231WAS
EPA ID NUMBER : TXD000084068
DATE RECEIVED : 18-MAY-24

| Wastestream | # Containers | Total Pounds | H Code |
|------------------------------------|--------------|--------------|--------|
| 38 NON PCB BALLASTS AND CAPACITORS | 1 | 26 | H141 |
| Totals | | 1 | 26 |



Facility : HERITAGE THERMAL SERVICES, INC.
PO BOX 1026
1250 SAINT GEORGE ST UNIT 1
EAST LIVERPOOL, OH 43920-3461
(800)545-7655

Generator Mailing Address :

EPA ID: OHD980613541

Stop : 4337799

RYAN SCHROEDER
HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
HHW/GOLIAD
MARION, TX 78124-6591
UNITED STATES

CERTIFICATE OF TREATMENT AND DESTRUCTION

HERITAGE THERMAL SERVICES, INC. CERTIFIES AND ASSURES TO OUR CUSTOMERS THAT THE TRANSACTION DESCRIBED BELOW INCLUDED TREATMENT, STORAGE, AND DESTRUCTION OF YOUR WASTE IN COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL REGULATIONS AND LAWS.

Generator Site Address : Gen# : 215957

DOCUMENT : 001354232WAS

HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
MARION, TX 78124-6591

EPA ID NUMBER : TXD000084068

DATE RECEIVED : 22-JUN-24

| Wastestream | # Containers | Total Pounds | H Code |
|---|--------------|--------------|--------|
| 44 AEROSOL CANS/EXPIRED,USED&UNUSED FOAMING | 2 | 76 | H040 |
| Totals | 2 | 76 | |



Facility : HERITAGE THERMAL SERVICES, INC.
PO BOX 1026
1250 SAINT GEORGE ST UNIT 1
EAST LIVERPOOL, OH 43920-3461
(800)545-7655

Generator Mailing Address :

EPA ID: OHD980613541

Stop : 4337799

RYAN SCHROEDER
HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
HHW/GOLIAD
MARION, TX 78124-6591
UNITED STATES

CERTIFICATE OF TREATMENT AND DESTRUCTION

HERITAGE THERMAL SERVICES, INC. CERTIFIES AND ASSURES TO OUR CUSTOMERS THAT THE TRANSACTION DESCRIBED BELOW INCLUDED TREATMENT, STORAGE, AND DESTRUCTION OF YOUR WASTE IN COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL REGULATIONS AND LAWS.

Generator Site Address : Gen# : 215957

DOCUMENT : 001354232WAS

HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
MARION, TX 78124-6591

EPA ID NUMBER : TXD000084068

DATE RECEIVED : 22-JUN-24

| Wastestream | # Containers | Total Pounds | H Code |
|---|--------------|--------------|--------|
| 27 LABPACK - GENERIC INCINERABLE TO HTS | 2 | 13 | H040 |
| Totals | 2 | 13 | |

Please print or type.

| | | | | |
|---|---|--------------------------|--|---|
| UNIFORM HAZARDOUS WASTE MANIFEST | 1. Generator ID Number TXD000084068 | 2. Page 1 of 1 | 3. Emergency Response Phone (800) 326-1221 | 4. Manifest Tracking Number 001354234 WAS |
|---|---|--------------------------|--|---|

| | |
|--|---|
| 5. Generator's Name and Mailing Address HERITAGE ENVIRONMENTAL SERVICES, LLC. / RYAN 11890 W INTERSTATE 10 MARION, TX 78124-6591 | Generator's Site Address (if different than mailing address) LEON VALLEY HHW 6400 EL VERDE RD LEON VALLEY, TX 78238 GEN: 215957 |
|--|---|

| | |
|---|---|
| 6. Transporter 1 Company Name HERITAGE TRANSPORT LLC - TS SAN ANTONIO | U.S. EPA ID Number IND058484114 |
|---|---|

| | |
|-------------------------------|--------------------|
| 7. Transporter 2 Company Name | U.S. EPA ID Number |
|-------------------------------|--------------------|

| | |
|---|---|
| 8. Designated Facility Name and Site Address US ECOLOGY TULSA INC 2700 S 25TH WEST AVE TULSA, OK 74107-3435 | U.S. EPA ID Number OKD000402396 |
|---|---|

| 9a. HM | 9b. U.S. DOT Description (Including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any)) | 10. Containers | | 11. Total Quantity | 12. Unit Wt./Vol. | 13. Waste Codes | | |
|--------|--|----------------|-------------------|--------------------|-------------------|-----------------|--|--|
| | | No. | Type | | | | | |
| X | 1. UN1992, FLAMMABLE LIQUIDS, TOXIC, N.O.S., 3 (6.1), PGII, (PETROLEUM DISTILLATES/CARBAMATE PESTICIDES), ERG#131, HOUSEHOLD HAZARDOUS WASTE | 3 | CF Al-04/22/24 | 2100 | P | | | |
| X | 2. UN3264, CORROSIVE LIQUID, ACIDIC, INORGANIC, N.O.S., 8, PGII, (HYDROCHLORIC ACID, SULFURIC ACID), ERG#154 | 2 | DF | 300 | P | | | |
| X | 3. UN3266, CORROSIVE LIQUID, BASIC, INORGANIC, N.O.S., 8, PGII, (SODIUM HYDROXIDE, POTASSIUM HYDROXIDE), ERG#154 | 2 | DF | 300 | P | | | |
| | 4. NON-DOT/NON-RCRA REGULATED, (NON HAZ CLEANERS), NON HAZ CLEANERS-LOOSEPACKED | 3 | DF | 400 | P | | | |

| | |
|--|-------------------------|
| 14. Special Handling Instructions and Additional Information 1. I225777TUL_W21_T#17247155 2. I225779TUL_W12_T#17247151 3. I225781TUL_W13_T#17247153 4. I225785TUL_W23_T#17247156 | ERI-HERITAGE [19462978] |
|--|-------------------------|

| | | |
|---|---------------------------------|----------------------------------|
| 15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true. | | |
| Generator's/Offoror's Printed/Typed Name Matthew Holder | Signature <i>[Signature]</i> | Month Day Year 4 27 24 |

| | |
|--|---|
| 16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. | Port of entry/exit: Date leaving U.S.: |
|--|---|

| | | |
|---|---------------------------------|-----------------------------------|
| 17. Transporter Acknowledgment of Receipt of Materials | | |
| Transporter 1 Printed/Typed Name Arielle Reed | Signature <i>[Signature]</i> | Month Day Year 04 27 24 |
| Transporter 2 Printed/Typed Name | Signature | Month Day Year |

| | | | | | |
|-----------------------------------|-----------------------------------|-------------------------------|----------------------------------|--|---|
| 18. Discrepancy | | | | | |
| 18a. Discrepancy Indication Space | <input type="checkbox"/> Quantity | <input type="checkbox"/> Type | <input type="checkbox"/> Residue | <input type="checkbox"/> Partial Rejection | <input type="checkbox"/> Full Rejection |
| Manifest Reference Number: | | | | | |

| | |
|--|--------------------|
| 18b. Alternate Facility (or Generator) | U.S. EPA ID Number |
| Facility's Phone: | |

| | |
|---|----------------|
| 18c. Signature of Alternate Facility (or Generator) | Month Day Year |
|---|----------------|

| | | | |
|---|----|----|----|
| 19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) | | | |
| 1. | 2. | 3. | 4. |

| | | |
|--|-----------|----------------|
| 20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in item 18a | | |
| Printed/Typed Name | Signature | Month Day Year |



Please print or type.

Form Approved (Section) 610.

| UNIFORM HAZARDOUS WASTE MANIFEST | | 1. Generator ID Number TXD000084068 | 2. Page 1 of 3 | 3. Emergency Response Phone (800) 326-1221 | 4. Manifest Tracking Number 001354233 WAS | | |
|---|---|---|-----------------------|---|---|-----------------------------------|--|
| 5. Generator's Name and Mailing Address HERITAGE ENVIRONMENTAL SERVICES, LLC. / RYAN 11890 W INTERSTATE 10 MARION, TX 78124-6591 Generator's Phone: (210)533-5066 | | | | Generator's Site Address (if different than mailing address) LEON VALLEY HHW 6400 EL VERDE RD LEON VALLEY, TX 78238 GEN: 215957 | | | |
| 6. Transporter 1 Company Name HERITAGE TRANSPORT LLC - TS SAN ANTONIO | | | | | U.S. EPA ID Number IND058484114 | | |
| 7. Transporter 2 Company Name | | | | | U.S. EPA ID Number | | |
| 8. Designated Facility Name and Site Address RINECO 1007 VULCAN ROAD HASKELL BENTON, AR 72015 Facility's Phone: (501)778-9089 | | | | | U.S. EPA ID Number ARD981057870 | | |
| 9a. HM | 9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any)) | 10. Containers | | 11. Total Quantity | 12. Unit Wt./Vol. | 13. Waste Codes | |
| | | No. | Type | | | | |
| X | 1. UN1950, AEROSOLS, 2.1, (HAZARDOUS HOUSEHOLD WASTE), ERG#126 | 1 | CF | 800 | P | | |
| X | 2. UN1993, FLAMMABLE LIQUIDS, N.O.S., 3, PGII, (TOLUENE, ACETONE), ERG#128, HAZARDOUS HOUSEHOLD WASTE | 3 | CF | 2250 | P | | |
| X | 3. UN2794, BATTERIES, WET, FILLED WITH ACID (UNIVERSAL WASTE- BATTERIES), 8, (HOUSEHOLD HAZARDOUS WASTE), ERG#154 | 1 | CW | 900 | P | | |
| X | 4. UN3028, BATTERIES, DRY, CONTAINING POTASSIUM HYDROXIDE SOLID (UNIVERSAL WASTE- BATTERIES), 8, ERG#154 | 1 | DF | 75 | P | | |
| 14. Special Handling Instructions and Additional Information 1. W17_Q1725837 2. W18_Q1725840 3. W16_Q1725835 4. W2_Q1725788 | | | | | | | |
| ERI:HERITAGE [19462977] | | | | | | | |
| 15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true. | | | | | | | |
| Generator's/Offoror's Printed/Typed Name Matthew Holde | | | | Signature | | Month Day Year 4 27 24 | |
| 16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. Port of entry/exit: _____ Date leaving U.S.: _____ | | | | | | | |
| 17. Transporter Acknowledgment of Receipt of Materials | | | | | | | |
| Transporter 1 Printed/Typed Name Arielle Regas | | | | Signature | | Month Day Year 04 27 24 | |
| Transporter 2 Printed/Typed Name | | | | Signature | | Month Day Year | |
| 18. Discrepancy | | | | | | | |
| 18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection | | | | | | | |
| Manifest Reference Number: _____ | | | | | | | |
| 18b. Alternate Facility (or Generator) | | | | | U.S. EPA ID Number | | |
| Facility's Phone: _____ | | | | | | | |
| 18c. Signature of Alternate Facility (or Generator) | | | | | | Month Day Year | |
| 19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) | | | | | | | |
| 1. H061 | | 2. H061 | | 3. H141 | | 4. H141 | |
| 20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a | | | | | | | |
| Printed/Typed Name Jack Rice | | | | Signature | | Month Day Year 5 6 | |

Please print or type.

Form Approved

(Section).610.

| UNIFORM HAZARDOUS WASTE MANIFEST (Continuation Sheet) | | 21. Generator ID Number TXD000084068 | 22. Page 2 OF 3 | 23. Manifest Tracking Number 001354233WAS | | | | | |
|--|---|---|--|--|-------------------|--------------------------|------|----|------|
| 24. Generator Name HERITAGE ENVIRONMENTAL SERVICES, LLC. / RYAN 11890 W INTERSTATE 10 MARION, TX 78124-6591 | | | LEON VALLEY HHW 6400 EL VERDE RD LEON VALLEY, TX 78238 | | | | | | |
| 25. Transporter _____ Company Name | | | U.S. EPA ID Number | | | | | | |
| 26. Transporter _____ Company Name | | | U.S. EPA ID Number | | | | | | |
| 27a. HM | 27b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any)) | 28. Containers | | 29. Total Quantity | 30. Unit Wt./Vol. | 31. Waste Codes | | | |
| | | No. | Type | | | | | | |
| X | 5. UN3480, LITHIUM ION BATTERIES (UNIVERSAL WASTE - BATTERIES), 9, ERG#147 | 1 | DF | 100 | P | | | | |
| | 6. BATTERIES, DRY, SEALED, N.O.S., (ALKALINE BATTERIES), ALKALINE BATTERIES <i>AR 04/27/24</i> | 3 | DF | 240 | P | | | | |
| | 7. NON-DOT UNIVERSAL WASTE- LAMPS | 1 | DF | 125 | P | | | | |
| | 8. NON-DOT UNIVERSAL WASTE- LAMPS <i>AR 04/27/24</i> | 1 | DF | 150 | P | | | | |
| | 9. NON-DOT REGULATED MATERIAL USED OIL FILTERS <i>AR 04/27/24</i> | 1 | DF | 20 | P | | | | |
| | 10. NON-DOT UNIVERSAL WASTE- LAMPS 10. NON-DOT/NON-RCRA REGULATED (Latex Paint) <i>AR 04/27/24</i> | 11 | CF | 7700 | P | | | | |
| | 11. NON-DOT/NON-RCRA REGULATED, (HAZARDOUS HOUSEHOLD WASTE), ANTIFREEZE | 1 | DM | 350 | P | | | | |
| | 12. USED OIL, NON RCRA HAZARDOUS WASTE LIQUID, (HAZARDOUS HOUSEHOLD WASTE), USED MIXED OIL | 1 | TP | 800 | P | | | | |
| X | 13. UN1950 Aerosols, 2.1 (Hazardous Household waste) ERG# 126 | 1 | DF | 150 | P | | | | |
| | 14. NON-DOT Universal Waste- Lamps | 1 | CF | 20 | P | | | | |
| 32. Special Handling Instructions and Additional Information 5. W4_Q1725794 6. W19_Q1725842 7. W3_Q1725791 8. W5_Q1725797 9. W6_Q1725800 10. W5_Q1725800 11. W11_Q1725814 12. W22_Q1725852 13. 17 14. W5 <i>W15</i> | | | | | | | | | |
| 33. Transporter _____ Acknowledgment of Receipt of Materials Printed/Typed Name _____ Signature _____ Month _____ Day _____ Year _____ | | | | | | | | | |
| 34. Transporter _____ Acknowledgment of Receipt of Materials Printed/Typed Name _____ Signature _____ Month _____ Day _____ Year _____ | | | | | | | | | |
| 35. Discrepancy | | | | | | | | | |
| 36. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) | | | | | | | | | |
| 5. | H141 | 6. | H141 | 7. | H141 | 8. | H141 | 9. | H061 |
| 10. | H141 | 11. | H141 | 12. | H061 | <i>13. H061 14. H141</i> | | | |

| UNIFORM HAZARDOUS WASTE MANIFEST (Continuation Sheet) | | 21. Generator ID Number TXD 000084068 | 22. Page 3/3 | 23. Manifest Tracking Number 801 354 233 WAS | | |
|---|---|---|------------------------|--|-------------------|--------------------|
| 24. Generator's Name Heritage Environmental Services, LLC. | | | | | | |
| 25. Transporter _____ Company Name | | | | U.S. EPA ID Number | | |
| 26. Transporter _____ Company Name | | | | U.S. EPA ID Number | | |
| 27a. HM | 27b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any)) | 28. Containers | | 29. Total Quantity | 30. Unit Wt./Vol. | 31. Waste Codes |
| | | No. | Type | | | |
| | 15. NON-DOT / NON-RCRA Regulated (Latex Paint) | 3 | CW | 3000 | P | |
| X | 16. UN1263 Paint Related Material, 3 P6II ER C#128 | 3 | CF | 2500 | P | |
| 32. Special Handling Instructions and Additional Information 15. W15 16. W14 | | | | | | |
| 33. Transporter _____ Acknowledgment of Receipt of Materials | | | | | | |
| Printed/Typed Name | | | | Signature | | Month Day Year |
| 34. Transporter _____ Acknowledgment of Receipt of Materials | | | | | | |
| Printed/Typed Name | | | | Signature | | Month Day Year |
| 35. Discrepancy | | | | | | |
| 36. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) | | | | | | |
| 15-1141 H111 116. Hotel | | | | | | |

GENERATOR

TRANSPORTER

DESIGNATED FACILITY

Please print or type.

Form Approved

| | | | | | | |
|---|--------|---|---|---|---|-------------------|
| UNIFORM HAZARDOUS WASTE MANIFEST | | 1. Generator ID Number TXD000084068 | 2. Page 1 of 1 | 3. Emergency Response Phone (800) 326-1221 | 4. Manifest Tracking Number 001354235 WAS | |
| 5. Generator's Name and Mailing Address HERITAGE ENVIRONMENTAL SERVICES, LLC. / RYAN LEON VALLEY HHW 11890 W INTERSTATE 10 MARTIN, TX 78124-6591 Generator's Phone: (810) 538-6066 | | | Generator's Site Address (if different than mailing address) LEON VALLEY HHW 6400 EL VERDE RD LEON VALLEY, TX 78238 GEN: 819957 | | | |
| 6. Transporter 1 Company Name HERITAGE TRANSPORT LLC - TS SAN ANTONIO | | | U.S. EPA ID Number TXD000084114 | | | |
| 7. Transporter 2 Company Name | | | U.S. EPA ID Number | | | |
| 8. Designated Facility Name and Site Address LIGHTING RESOURCES 101 E BOWIE ST FORT WORTH, TX 76116-4216 Facility's Phone: (817) 338-1212 | | | U.S. EPA ID Number TXD000029191 | | | |
| GENERATOR | 9a. HM | 9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number and Packing Group (if any)) | 10. Containers | | 11. Total Quantity | 12. Unit Wt./Vol. |
| | 1 | NON-DOT/NON-RCRA REGULATED 2L 301/27/24 | 3 | LE | 2100 | P |
| | 2 | NON-DOT/NON-RCRA REGULATED | 3 | CW | 2100 | P |
| | 3 | | | | | |
| | 4 | | | | | |
| 13. Waste Codes | | | | | | |
| 14. Special Handling Instructions and Additional Information 1. W39_T#17247160 2. W39_T#17247680 | | | | | | |
| 15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true. Generator's/Offoror's Printed/Typed Name: Matthew Holde Signature: [Signature] Month Day Year: 4 27 24 | | | | | | |
| 16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. Part of entry/exit: _____ Transporter signature (for exports only): _____ Date leaving U.S.: _____ | | | | | | |
| 17. Transporter Acknowledgment of Receipt of Materials Transporter 1 Printed/Typed Name: Orielle Lopez Signature: [Signature] Month Day Year: 04 27 24 Transporter 2 Printed/Typed Name: _____ Signature: _____ Month Day Year: _____ | | | | | | |
| 18. Discrepancy 18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection Manifest Reference Number: _____ | | | | | | |
| 18b. Alternate Facility (or Generator) Facility's Name: _____ U.S. EPA ID Number: _____ Facility's Phone: _____ | | | | | | |
| 18c. Signature of Alternate Facility (or Generator) Month Day Year: _____ | | | | | | |
| 19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) 1. _____ 2. _____ 3. _____ 4. _____ | | | | | | |
| 20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a Printed/Typed Name: D. Barnes Signature: [Signature] Month Day Year: 5 12 24 | | | | | | |



Please print or type.

Form Approved (Section) 610.

| | | | | |
|----------------------------------|--|-------------------|---|--|
| UNIFORM HAZARDOUS WASTE MANIFEST | 1. Generator ID Number TXD000084068 | 2. Page 1 of 1 | 3. Emergency Response Phone (800) 326-1221 | 4. Manifest Tracking Number 001354231 WAS |
|----------------------------------|--|-------------------|---|--|

| | |
|--|---|
| 5. Generator's Name and Mailing Address HERITAGE ENVIRONMENTAL SERVICES, LLC. / RYAN 11890 W INTERSTATE 10 MARION, TX 78124-6591 Generator's Phone: (210) 533-5066 | Generator's Site Address (if different than mailing address) LEON VALLEY HHW 6400 EL VERDE RD LEON VALLEY, TX 78238 GEN: 215957 |
|--|---|

| | |
|--|------------------------------------|
| 6. Transporter 1 Company Name HERITAGE TRANSPORT LLC - TS SAN ANTONIO | U.S. EPA ID Number IND058484114 |
|--|------------------------------------|

| | |
|-------------------------------|--------------------|
| 7. Transporter 2 Company Name | U.S. EPA ID Number |
|-------------------------------|--------------------|

| | |
|--|------------------------------------|
| 8. Designated Facility Name and Site Address HERITAGE ENVIRONMENTAL SERVICES 7901 W MORRIS ST INDIANAPOLIS, IN 46231-3301 Facility's Phone: (317) 243-0811 | U.S. EPA ID Number IND093219012 |
|--|------------------------------------|

| 9a. HM | 9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any)) | 10. Containers | | 11. Total Quantity | 12. Unit Wt./Vol. | 13. Waste Codes | | |
|--------|--|----------------|------|--------------------|-------------------|-----------------|--|--|
| | | No. | Type | | | | | |
| 1. | NON-DOT/NON-RCRA REGULATED, (NON PCB BALLASTS AND CAPACITORS) | 1 | DF | 20 | P | | | |
| 2. | | | | | | | | |
| 3. | | | | | | | | |
| 4. | | | | | | | | |

| |
|---|
| 14. Special Handling Instructions and Additional Information 1. W38_Q1725891 |
|---|

| |
|---|
| 15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true. |
|---|

| | | | | |
|--|---------------|------------|-----------|------------|
| Generator's/Offoror's Printed/Typed Name Matthew Holder | Signature | Month 4 | Day 27 | Year 24 |
|--|---------------|------------|-----------|------------|

| | |
|--|---|
| 16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. | Port of entry/exit: Date leaving U.S.: |
|--|---|

| | | | | |
|--|---------------|-------------|-----------|------------|
| 17. Transporter Acknowledgment of Receipt of Materials | | | | |
| Transporter 1 Printed/Typed Name Arielle Regus | Signature | Month 04 | Day 27 | Year 24 |
| Transporter 2 Printed/Typed Name | Signature | Month | Day | Year |

| |
|--|
| 18. Discrepancy |
| 18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection |
| Manifest Reference Number: |

| | |
|---|--------------------|
| 18b. Alternate Facility (or Generator) | U.S. EPA ID Number |
| Facility's Phone: | |
| 18c. Signature of Alternate Facility (or Generator) | Month Day Year |

| | | | |
|---|----|----|----|
| 19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) | | | |
| 1. H141 | 2. | 3. | 4. |

| | | | | |
|--|---------------|------------|-----------|------------|
| 20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a | | | | |
| Printed/Typed Name Michael Burgess | Signature | Month 5 | Day 18 | Year 24 |

GENERATOR
INT'L
TRANSPORTER
DESIGNATED FACILITY



{Section} 610.

Please print or type.

Form Approved. OMB No. 2050-0039

| | | | | | | | | | | |
|---|---|--|-------------------|---|--|---|-------------------|----------------------------|----------------------------|--|
| UNIFORM HAZARDOUS WASTE MANIFEST | | 1. Generator ID Number TXD000084068 | 2. Page 1 of 1 | 3. Emergency Response Phone (800) 326-1221 | 4. Manifest Tracking Number 001354232 WAS | | | | | |
| 5. Generator's Name and Mailing Address HERITAGE ENVIRONMENTAL SERVICES, LLC. / RYAN 11890 W INTERSTATE 10 MARION, TX 78124-6591 Generator's Phone: (210) 533-5066 | | | | Generator's Site Address (if different than mailing address) LEON VALLEY HHW 6400 EL VERDE RD LEON VALLEY, TX 78238 GEN: 215957 | | | | | | |
| 6. Transporter 1 Company Name HERITAGE TRANSPORT LLC - TS SAN ANTONIO | | | | | U.S. EPA ID Number IND058484114 | | | | | |
| 7. Transporter 2 Company Name | | | | | U.S. EPA ID Number | | | | | |
| 8. Designated Facility Name and Site Address HERITAGE THERMAL SERVICES, INC. 1250 SAINT GEORGE ST UNIT 1 EAST LIVERPOOL, OH 43920-3461 Facility's Phone: (800) 545-7655 | | | | | U.S. EPA ID Number OHD980613541 | | | | | |
| GENERATOR | 9a. HM | 9b. U.S. DOT Description (including Proper Shipping Name, Hazard Class, ID Number, and Packing Group (if any)) | | 10. Containers No. Type | | 11. Total Quantity | 12. Unit Wt./Vol. | 13. Waste Codes | | |
| | X | 1. UN1950, AEROSOLS, 2.1, ERG#126 | | 2 DF | | 80 | P | | | |
| | X | 2. UN3109, Organic Peroxide, Type F, liquid, (Benzoyl Peroxide), 5.2, ERG#145 | | 1 DF | | 4 | P | | | |
| | X | 3. UN2733, Amines, Flammable, Corrosive, May (Ethylene diamine, Polyethylamine), 3(B), PCB, ERG#132 | | 1 DF | | 6 | P | | | |
| | X | 4. AR 04/27/24 | | - | | - | - | | | |
| 14. Special Handling Instructions and Additional Information 1. 211_W44_Q1725908 2. 600_W27_Q1725866 3. 600_W27_Q1725866 4. 600_W27_Q1725866 AR 04/27/24 ERI:HERITAGE I194629761 | | | | | | | | | | |
| 15. GENERATOR'S/OFFEROR'S CERTIFICATION: I hereby declare that the contents of this consignment are fully and accurately described above by the proper shipping name, and are classified, packaged, marked and labeled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. If export shipment and I am the Primary Exporter, I certify that the contents of this consignment conform to the terms of the attached EPA Acknowledgment of Consent. I certify that the waste minimization statement identified in 40 CFR 262.27(a) (if I am a large quantity generator) or (b) (if I am a small quantity generator) is true. T167852 | | | | | | | | | | |
| Generator's/Offoror's Printed/Typed Name Matthew Holder | | | | | Signature | | | Month Day Year 4 27 24 | | |
| 16. International Shipments <input type="checkbox"/> Import to U.S. <input type="checkbox"/> Export from U.S. Port of entry/exit: Date leaving U.S.: | | | | | | | | | | |
| TRANSPORTER | 17. Transporter Acknowledgment of Receipt of Materials | | | | | | | | | |
| | Transporter 1 Printed/Typed Name Arielle Regas | | | | | Signature | | | Month Day Year 04 27 24 | |
| Transporter 2 Printed/Typed Name | | | | | Signature | | | Month Day Year | | |
| DESIGNATED FACILITY | 18. Discrepancy | | | | | | | | | |
| | 18a. Discrepancy Indication Space <input type="checkbox"/> Quantity <input type="checkbox"/> Type <input type="checkbox"/> Residue <input type="checkbox"/> Partial Rejection <input type="checkbox"/> Full Rejection | | | | | | | | | |
| | 18b. Alternate Facility (or Generator) | | | | | Manifest Reference Number: U.S. EPA ID Number | | | | |
| | Facility's Phone: | | | | | 18c. Signature of Alternate Facility (or Generator) | | | | |
| 19. Hazardous Waste Report Management Method Codes (i.e., codes for hazardous waste treatment, disposal, and recycling systems) | | | | | | | | | | |
| 1. H040 | | 2. H040 | | 3. H040 | | 4. H040 | | | | |
| 20. Designated Facility Owner or Operator: Certification of receipt of hazardous materials covered by the manifest except as noted in Item 18a | | | | | | | | | | |
| Printed/Typed Name JOE BURKE | | | | | Signature | | | Month Day Year 06 23 24 | | |

FOLD LABEL AT LINE, AFFIX TO SIDE OF HAZ MATERIAL BILLS, TAB STICKS OUT (TYPE) © 1987, EPA



Straight Bill of Lading

| | | |
|--|--------------------------|-----------------|
| Order#: 60-13075 | Return Order #: 60-15151 | Shipper #: |
| Destination Name: 60 FORT WORTH TX | PO #: 001354235 WAS | Date: 5/20/2024 |
| Destination Address: 101 EAST BOWIE STREET FORT WORTH TX 76110 US | Unit: | |
| Destination Contact & Number: (817) 921-1440 | | |

| | | |
|--|---|---|
| Customer Name: HERITAGE ENVIRONMENTAL SERVICES Street: City, State, Zip: , , Contact: Phone Number: EPA ID: | Generator Name: LEON VALLEY HHW Street: 6400 EL VERDE RD City, State, Zip: LEON VALLEY, TX, 78238 Contact: Phone Number: EPA ID: | Transporter Name: CUSTOMER DROP OFF Phone Number: EPA ID: Arrive: Depart: |
|--|---|---|

Notes
 EMAIL INVOICES TO:
 VENDORINVOICES@HERITAGE-ENVIRO.COM
 COR EXCEPTION APPROVED. PLEASE SEND COR WITH INVOICE PACKET.

Generator Site Notes:
 Hours Operation:
 Can Fit a 53' Trailer
 Dock Available
 Forklift Available

| HM | Description of Articles | Containers | | Weight | |
|----|---------------------------|------------|------|--------|------|
| | | No. | Type | WT | Unit |
| | EW1 ELECTRONIC WASTE - EA | | | | 3/BX |
| | EW1 ELECTRONIC WASTE - EA | | | | 3/CW |

| | | | | |
|------------------------------|-------------------|---------------|-----------|------------|
| Supplies to Drop Off: | 2' BOX | 15 GAL BUCKET | 8' PALLET | 8'X85 DF |
| 4' BOX | 55 GAL STEEL DM | 5 GAL BUCKET | 2' DF | H.W. MANI. |
| 8' BOX | 55 GAL PLASTIC DM | MERCURY FLASK | 4'X200 DF | H.W. LABEL |
| CUBIC YARD BOX | 30 GAL PLASTIC DM | 4' PALLET | 4'X85 DF | U.W. LABEL |

"I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packaged, marked and labelled/placarded, and are in all respects in proper condition for transport according to applicable international and national governmental regulations. I also certify that all times listed above are true and correct."

| | | |
|-------------------------------------|-------------------------------|----------------|
| Generator Print Name | Sign Name | Date |
| Driver Print Name: JASON FERRUSALIM | Sign Name: <i>[Signature]</i> | Date: 05/20/24 |
| Destination Print Name: D. Barnes | Sign Name: <i>[Signature]</i> | Date: 5-20-24 |



Stop Ticket

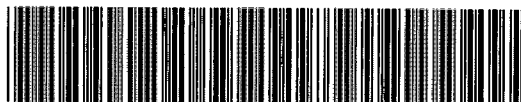
Stop#: 4337799-15119

Pick-up: 04/27/24 - 04/27/24

Trip#: 3202258

Pick-up Time: 06:00

Site#: 215957



EPA ID#: TXD000084068
PO#: NO PO

Internal Contact
MICHELLE ROSALES (317)741-6285

Mailing Address
RYAN SCHROEDER
HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
HHW/GOLIAD
MARION, TX 78124-6591
UNITED STATES

Site Address (None)
HERITAGE ENVIRONMENTAL SERVICES, LLC.
11890 W INTERSTATE 10
MARION, TX 78124-6591
UNITED STATES

Phone# (210)533-5066
HOLDER, MATTHEW - (682)257-8880 CELL# (214)676-9432

TRANSPORTATION AND DRIVER INFORMATION:

HERITAGE TRANSPORT LLC - TS SAN ANTONIO (12404)
IND058484114 US DOT#: 314460



Emergency Rate

Tractor# 538

Trailer# 40-57

Odometer: Start _____ End _____

Liner Qty _____

Driver# 5891 Driver Name Arnette Regos Date 04/27/24

PPE : PPE FOR CLOSED CONTAINERS - SAFETY GLASSES, SAFETY TOE, WORK GLOVES, HARD HAT. IF LEAKING OR SPILL - EVACUATE AREA

Does the logistics information need to be updated?Y N

*** Containers not picked up due to compliance issue require picture and description to be sent to internal contact and immediate supervisor for no-load fee. ***

PAPERWORK CHECKLIST: (Manifest Corrections or Changes ** Notify Dispatch **)

Manifest Checked / Properly Filled Out Stop Ticket Checked / Completed LDR Checked (if applicable)

DESIGNATED FACILITY AND WASTESTREAM INFORMATION:

HERITAGE THERMAL SERVICES, INC. (15119) OHD980613541
1250 SAINT GEORGE ST UNIT 1, PO BOX 1026 EAST LIVERPOOL, OH 43920-3461 UNITED STATES (800)545-7655

| P/U Items | Common Name | See Manifest | Transaction | Prod | Ref# | Ord Type |
|-----------|---------------------------------------|----------------|-------------|------|------|----------|
| 1) | AEROSOL CANS/EXPIRED,USED&UNUSED FOAM | 001354232WAS-1 | 17247681 | 8073 | N44N | 2 DF |
| 2) | LABPACK - GENERIC INCINERABLE TO HTS | 001354232WAS-2 | 17247157 | 8090 | N27N | 1 DF |
| 3) | LABPACK - GENERIC INCINERABLE TO HTS | 001354232WAS-3 | 17247158 | 8090 | N27N | 1 DF |
| 4) | LABPACK - GENERIC INCINERABLE TO HTS | 001354232WAS-4 | 17247159 | 8090 | N27N | 1 DF |

Stop Ticket

Stop#: 4337799-15119

Pick-up: 04/27/24 - 04/27/24

Trip#: 3202258

Pick-up Time: 06:00

Site#: 215957

EPA ID#: TXD000084068
PO#: NO PO

Internal Contact
MICHELLE ROSALES (317)741-6285

PAYROLL/BILLING
HERITAGE TERMINAL

TIME IN: _____ TIME OUT: _____

TOTAL TIME (MINUTES): _____

GENERATOR PICKUP

TIME IN: _____ TIME OUT: _____

TOTAL TIME (MINUTES): _____ DEMURRAGE*: _____

TSD FINAL DELIVERY

TIME IN: _____ TIME OUT: _____

TOTAL TIME (MINUTES): _____ DEMURRAGE*: _____

***ALL LOADS ARE ALLOWED 60 MINUTES FOR LOADING/UNLOADING BEFORE DEMURRAGE**

| Items | Description | Transaction | Ord | Actual |
|-------|--------------------------------------|-------------|-----|--------|
| 1) | 15 GAL POLY OT NESTABLE | 17247685 | 4 | 3 |
| 2) | 30 GAL NEW OPEN POLY DRUM | 17247686 | 5 | 3 |
| 3) | 4 FOOT LIGHT BULB BOXES | 17247687 | 5 | 3 |
| 4) | 5 GAL OT POLY PAIL W/SCREW LID | 17247688 | 25 | 8 |
| 5) | 55 GAL POLY OT NESTABLE | 17247689 | 10 | 5 |
| 6) | 55 GAL RECON METAL DRUM - CLOSED TOP | 17247690 | 2 | 1 |
| 7) | 55 GAL RECON METAL DRUM - OPEN TOP | 17247691 | 1 | 0 |
| 8) | 8 FOOT LIGHT BULB BOXES | 17247692 | 1 | 1 |
| 9) | CUBIC YARD BOX | 17247693 | 20 | 24 |
| 10) | FIELD CHEMIST | 17247694 | 20 | 44 |
| 11) | FIELD TECHNICIAN | 17247695 | 20 | 11 |
| 12) | MOBILIZATION/DEMOB FEE | 17247696 | 1 | 1 |
| 13) | PALLET CHARGE | 17247697 | 10 | 7 |
| 14) | PROJECT MANAGER | 17247698 | 20 | 11 |
| 15) | ROLL OFF BOX RENTAL | 17247699 | 1 | 0 |
| 16) | TOTE - RECONDITIONED | 17247700 | 2 | 1 |

GENERATOR PICKUP SITE REP

Name _____ Signature _____ Date _____

TSD FINAL DELIVERY SITE REP

Name _____ Signature _____ Date _____



{Section}.610.

Lab Pack Content Form

| | | | |
|-------------------|---|-----------------------|-----------------|
| MMS Drum ID # | 32659752 | CCI #: | LeonValley-01 |
| Packed By: | Matthew Holder | Customer Name: | Leon Valley HHW |
| Drum Size / Type: | 5DF | Customer City/ State: | Leon Valley, TX |
| Gross Weight: | | Manifest Doc #: | 001354232WAS |
| Net Weight: | | Wastestream #: | 215957-27 |
| | | Stop # | 4337799 |
| Shipping Desc: | UN3109,ORGANIC PEROXIDE TYPE F, LIQUID,5.2,(BENZOYL PEROXIDE),ERG#145 | | |

| # | Chemical Name (not trade name) | Qty | Size | S/L/G | EPA Codes |
|----|---------------------------------|-----|------|-------|-----------|
| 1 | benzoyl peroxide cream hardener | 1 | 4mL | L | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |
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| 22 | | | | | |



{Section}.610.

Lab Pack Content Form

MMS Drum ID # 32659753 CCI #: LeonValley-02

Packed By: Matthew Holder Customer Name: Leon Valley HHW

Drum Size / Type: 5DF Customer City/ State: Leon Valley, TX

Gross Weight: Manifest Doc #: 001354232WAS

Net Weight: Wastestream #: 215957-27

Stop # 4337799

Shipping Desc: UN2733,AMINES, FLAMMABLE, CORROSIVE, N.O.S.,3(8),PGII,(ETHYLENE DIAMINE, POLYETHYLAMINE),ERG#132

| # | Chemical Name (not trade name) | Qty | Size | S/L/G | EPA Codes |
|----|---|-----|------|-------|-----------|
| 1 | ethylenediamine, polyethylamine, ethanol, pigment | 1 | gal | L | |
| 2 | polyethylamine, ethanol, pigment | 1 | qt | L | |
| 3 | ethylenediamine, polyethylamine, ethanol, pigment | 1 | pt | L | |
| 4 | | | | | |
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| 22 | | | | | |

**Presentation and Discussion on an Ordinance
Authorizing the Amendment of the General Fund
Budget for Fiscal Year 2023-2024 in the Amount of
\$38,760.46 for the Household Hazardous Waste
Event.**

Crystal Miranda
Community Relations Director
City Council Meeting
August 20, 2024

Summary

- **City Council is being asked to approve a budget adjustment in the amount of \$38,760.46 from the General Fund, to pay services provided by Heritage Solutions for the Household Hazardous Waste Event held in April. (1st Read as Required by City Charter)**
- Options
 - Approve
 - Deny
 - Other

Purpose / Background

- The City of Leon Vally was awarded a grant not to exceed \$15,000 from the San Antonio River Authority to host a Household Hazardous Waste Event in Leon Valley.
- City staff worked as laborers to cut costs on the collection of materials.
- Heritage Solutions provided services to haul off and responsibly recycle all hazardous waste materials collected.

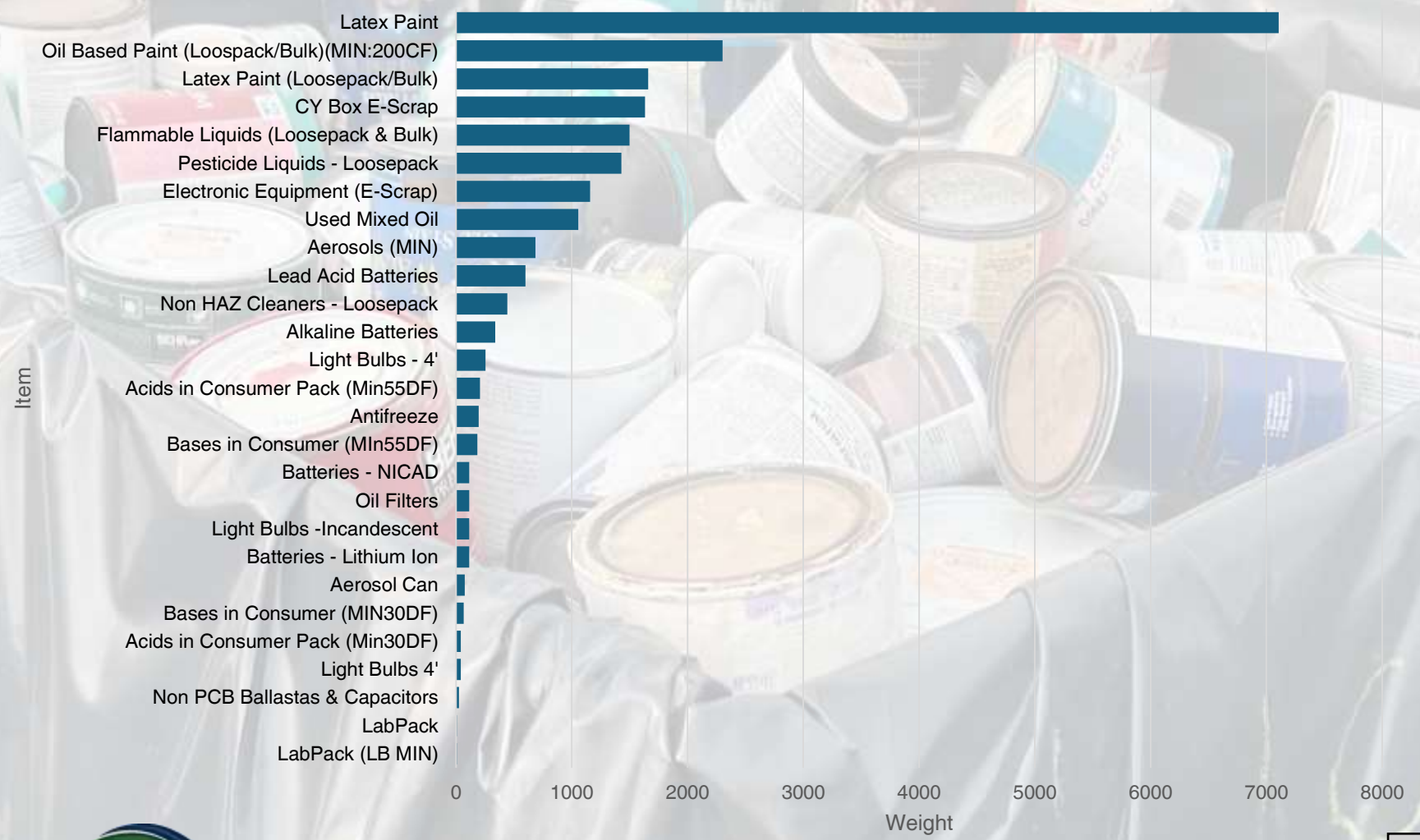
Collection Results

{Section}.610.

| Household Hazardous Waste Collection | | | |
|--------------------------------------|--------|-------------|------------------|
| Item | Weight | Cost | Energy Surcharge |
| Batteries - NICAD | 113 | \$ 197.24 | \$ 49.31 |
| Lead Acid Batteries | 600 | \$ 348.00 | \$ 87.00 |
| Batteries - Lithium Ion | 113 | \$ 201.14 | \$ 50.29 |
| Alkaline Batteries | 339 | \$ 341.85 | \$ 85.46 |
| Non PCB Ballastas & Capacitors | 26 | \$ 46.02 | \$ 11.51 |
| Aerosol Can | 76 | \$ 470.14 | \$ 117.54 |
| LabPack (LB MIN) | 6 | \$ 164.62 | \$ 41.16 |
| LabPack | 7 | \$ 20.72 | \$ 5.18 |
| Aerosols (MIN) | 604 | \$ 489.96 | \$ 122.49 |
| Flammable Liquids (Loosepack & Bulk) | 1498 | \$ 1,781.88 | \$ 445.47 |
| Light Bulbs -Incandescent | 113 | \$ 369.51 | \$ 92.38 |
| Light Bulbs - 4' | 254 | \$ 246.38 | \$ 61.60 |
| Oil Filters | 113 | \$ 70.06 | \$ 17.52 |
| Latex Paint | 7106 | \$ 2,922.48 | \$ 730.62 |
| Antifreeze | 196 | \$ 148.00 | \$ 37.00 |
| Used Mixed Oil | 1055 | \$ 601.00 | \$ 150.25 |
| Aerosols (MIN) | 81 | \$ 86.92 | \$ 21.73 |
| Light Bulbs 4' | 40 | \$ 113.70 | \$ 28.43 |
| Latex Paint (Loosepack Bulk) | 1660 | \$ 797.04 | \$ 199.26 |

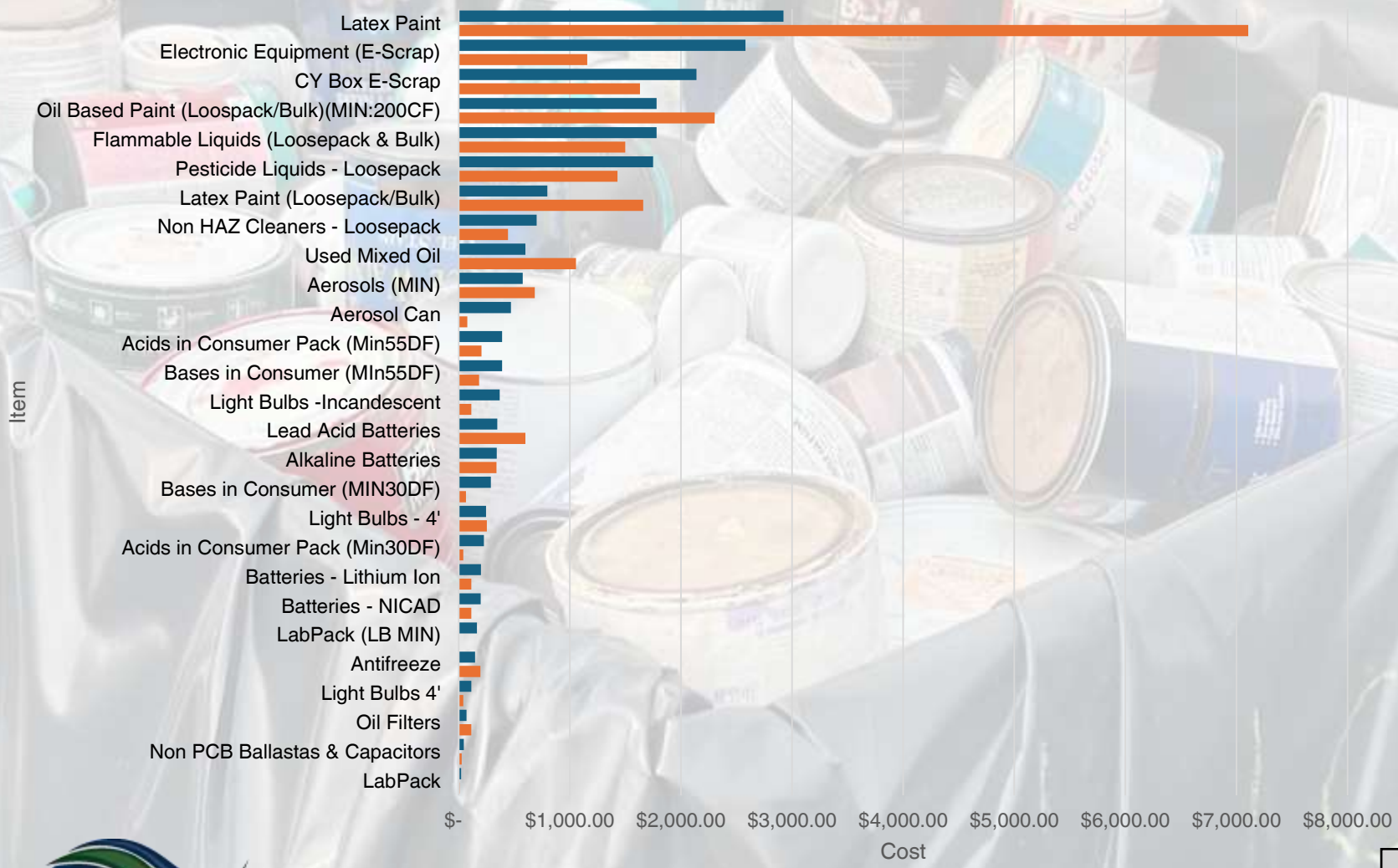
Collection Results

Items Collected by Weight



Collection Results

Cost by Item Weight



Fiscal Impact

- \$38,760.46
- The grant of \$15,000 was received from San Antonio River Authority.
- Total City cost after reimbursement = \$23,760.46

Questions?



**Presentation and Discussion on an Ordinance
Authorizing the Amendment of the General Fund
Budget for Fiscal Year 2023-2024 in the Amount of
\$38,760.46 for the Household Hazardous Waste
Event.**

Crystal Miranda
Community Relations Director
City Council Meeting
August 20, 2024

MAYOR AND COUNCIL COMMUNICATION

{Section}.611.

DATE: August 20, 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 an Alternate Member 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.

RECOMMENDATION

City Council Discretion

PLANNING & ZONING COMMISSION

PLANNING & ZONING COMMISSION

| Name | Position | Appointed | Term |
|------------------------------|---|-------------------------------|----------------------------|
| David Perry | Commissioner (1) | 11/7/2023 Res. No. 23-039R | Term Expires: 6/30/2025 |
| Andrea Roofe | Commissioner (2) 2nd Vice Chair | 6/4/2024 Res. No. 24-027R | Term Expires: 6/30/2026 |
| Hilda Gomez | Commissioner (3) | 7/18/2023 Res. No. 23-026R | Term Expires: 6/30/2025 |
| Pat Martinez | Commissioner (4) | 6/4/2024 Res. No. 24-027R | Term Expires: 6/30/2026 |
| Mary Ruth Fernandez | Commissioner (5) 1st Vice Chair | 6/4/2024 Res. No. 24-027R | Term Expires: 6/30/2026 |
| Erick Matta | Commissioner (6) Chair | 6/4/2024 Res. No. 24-027R | Term Expires: 6/30/2026 |
| Cynthia Koger | Commissioner (7) | 8/6/2024 Res. No. 24-018R | Term Expires: 6/30/2025 |
| Abraham Diaz | 1st Alternate | 8/6/2024 Res. No. 24-018R | Term Expires: 6/30/2026 |
| Beth (Mary Elizabeth) Mursch | 2nd Alternate | 8/6/2024 Res. No. 24-018R | Term Expires: 6/30/2026 |
| <i>Vacant</i> | 3rd Alternate | | Term Expires: 6/30/2025 |
| Councilor Benny Martinez | Council Place 1 Council Liaison | 7/18/2023 Res. No. 23-026R | Term Expires: 6/30/2025 |
| Mindy Teague | Planning/Zoning Director Staff Liaison | N/A | 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 AN ALTERNATE MEMBER TO THE LEON VALLEY 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 is hereby appointed to the **Planning & Zoning Commission as Alternate** with a term expiring June 30, 2025:

Olen Yarnell – 3rd Alternate

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 to the Leon Valley Planning & Zoning Commission and that the term become effective immediately.

PASSED, ADOPTED, AND APPROVED by the City Council of the City of Leon Valley on this the 20th day of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAGUE, TRMC
City Secretary

Approved as to Form:

ARTURO D. "ART" RODRIGUEZ
City Attorney

MAYOR AND COUNCIL COMMUNICATION

DATE: August 20, 2024
TO: Mayor and Council
FROM: Mindy Teague, Planning and Zoning Director
THROUGH: Dr. Crystal Caldera, Ph.D., City Manager
SPONSOR(S): N/A

SUBJECT: Discussion and Possible Action to Consider Approval of a Request to Rezone Approximately 30.98-Acres of Land From R-1 (Single Family Dwelling) and RE-1 (Residential Estate) Zoning Districts to a Planned Development District (PDD) with R-6 (Garden Home) District Base Zoning, on a 19.614 Acre Tract, Being Lots 1 and 2, Block 1, CB 4430 Grass Hill Estates Subdivision and an Unplatted 11.37 Acre Tract, Being Parcel 13, Abstract 432, CB 4430, Located in the 6500 Block of Samaritan and a Portion Surrounded by Aids, Samaritan, Grass Hill, and William Rancher Streets, Leon Valley, Texas

PURPOSE

The purpose of this item is to consider approval of a request for to rezone approximately 31 acres of land from R-1 and RE-1 to a PDD with R-6 based zoning district. The development would have a total of 205 single family homes.

This PDD allows for flexible planning to:

1. Comply with the City Council's specific request and preference for a PDD across the Seneca West area properties.
3. Site Planning to allow for realistic future links to the adjacent properties for a potentially optimized Master Site Plan for the Seneca West properties.

History

- 1971 – Area was annexed
- 1984 – Request to rezone existing Good Samaritan Nursing Home property from R-1 to B-2 (Retail) – request denied
- 1985 – Request to rezone 44 ac. from R-1 to R-6 – request denied
- 2007 – Request to rezone 68.569 acres from R-1 to R-7 (Single-Family Medium Density) – request denied
- 2007 – Residents of Seneca West petition to amend City Master Plan to remove recommendation of R-6 to only R-1 – petition approved
- 2010- Request to rezone approximately 65.704 acres from R-1 to R-6 – request denied

- 2011- The City Manager presented a TIF – proposal denied

VariANCES

Lots:

The applicant is requesting various lot widths and areas as follows:

Permitted modifications to Sec. 15.02.312 (R-6 Garden House District Zoning Ordinance) as per table below:

| Paragraph | Section 15.02.312 - R-6 Single Family Dwelling – Zoning Ordinances | Current R-6 Standard | Requested Modifications |
|------------------|---|-----------------------------|--------------------------------|
| b.2 | Minimum Area of Each lot | 4500 SQFT | 3000 SQFT |
| b.3 | Minimum Depth | 100 ft | 100 ft |
| b.4 | Minimum Floor Space | 1,800 SQFT | 1,350 SQFT |
| b.5 | Minimum Frontage | 45' | 30' |
| b.6 | Maximum Height | 2-1/2 stories | 2-1/2 stories |
| c.2 | Minimum Rear yard setback | 15 ft | 10 ft |
| c.3 | Minimum Side yard setback | 5 ft | 0 ft |
| c.3 | Minimum distance between the outside walls of adjacent structures | 10' ft | 5 ft |
| c.5 | Minimum Side yard setback (Corner Lot) | 20 ft | 5 ft |

Number c.3 Minimum Side yard Setback should have referred to c.4 Zero lot line homes – if zero lot line then the space between the lot line and the wall of the home on the adjacent lot will be no less than 5 feet.

- 144 lots would have a 30' width and a minimum area of 3,000 square feet. Some of these lots will have an area of 3,375 square feet. These lots would be situated on the unplatted parcel behind Samaritan and Aids Drive (see Master Site Plan).
- 44 lots would have a 40' width and a minimum area of 4,500 square feet. These lots would border Samaritan Drive (see Master Site Plan).
- 15 lots will have a 60' width and a minimum area of 6750 square feet. These lots would be east of the drainage channel on Grass Hill Estates Lot 1, bordering William Rancher, and Aids Drive (see Master Site Plan).

Streets:

Permitted Modifications to 10.02.251 (Applicable standards and specifications)

| Paragraph | Section 10.02.251 – Applicable Standards | Current Standard | Requested Modifications |
|-----------|--|------------------|-------------------------|
| L.iv | Minor or Private Street <i>Minimum Right Of Way</i> | 50 ft | 48 ft |
| L.iv | Minor or Private Street <i>Minimum Pavement Width</i> | 30 ft | 30 ft |

Tree Variance:

While the lots will have the required percentage of overall landscaping, the applicant intends to clear the properties and then mitigate by the planting of 2-1.5" diameter trees per lot (410 trees). They will also be paying fees in lieu of planting trees and constructing bike lanes, a hiking trail, and parkland.

Tree Inventory Summary

| Size | # Healthy | # Exempt |
|--------------|-----------|----------|
| Medium: | 103 | 6 |
| Large: | 233 | 11 |
| Heritage: | <u>32</u> | <u>3</u> |
| <i>Total</i> | 368 | 20 |

The applicant will be required to provide a detailed tree inventory stating the size of each tree to be removed at the platting stage of the development. The Code states:

“Sec. 13.02.077 - Mitigation in lieu of replacement

(a) Money may be paid to the city instead of providing the replacement trees required by this article.

(b) This provision is limited to 25 percent of the required tree replacement, unless insufficient land area exists to plant the required total caliper width of replacement trees as defined in this section, then the "cash in lieu" amount described above may be increased up to 50 percent of the required tree replacement amount. A certified arborist shall make a written determination of the maximum total caliper width of replacement trees that may be planted on the site.

(c) Any such payments shall be deposited to the tree mitigation and replacement fund.

(d) The per-diameter-inch cash value for replacement trees and plantings is \$100.00 per caliper inch tree. The city shall maintain a record of the current cash value of replacement trees and plantings.

Special Considerations

A. Applicant is asking to be granted the right to modify the Master Site Plan for the purpose of increasing lot size, decreasing density, adding or modifying bike trails, or adding more green spaces.

B. Applicant is asking for approval by the Planning and Zoning Department Director for subsequent development applications or amendments as long as they do not exceed 10% of overall plan.

C. Application is requesting to be allowed to relocate Samaritan Drive along with the underlying utilities as shown on the Master Site Plan. The applicant will continue the dedication of Samaritan Drive as a public street via the plat of the property and it will connect Seneca Drive to Grass Hill Drive.

Traffic Impact Analysis (TIA)

With the development of the previously approved PDD for the 27 acres at 6518 Samaritan Drive, the total for both developments would be 371 new residential homes. Numerous TIA’s have been calculated for this area – all of which indicate that both Seneca and Grass Hill are capable of accommodating traffic from this area.

The streets that would provide access to and from this proposed subdivision would be Samaritan, Seneca, and Grass Hill. Portions of all three streets need to be reconstructed to current code standards in order to carry the number of vehicles projected. The estimated cost for reconstruction of these streets is \$3,913,400. The applicant’s share of the costs for reconstruction are estimated to be \$1,389,482. This cost is separate from the costs incurred by the developer to construct streets within the proposed subdivision.

The city would be responsible for the remaining costs for reconstruction of the streets outside of the proposed subdivision.

City Master Plan

The current City Master Plan recommends R-1 Single Family Dwelling zoning for this area. Chapter 15 Zoning, Sec. 15.02.110 - Comprehensive planning activities states:

“The zoning administrator shall assist the planning and zoning commission in the development and implementation of the city's comprehensive master plan. There shall be no amendment made to this article which is not in compliance with the city's long-range comprehensive planning program and the city's master plan.”

However, the Code also states:

“Sec. 15.02.111 - Applicant qualifications

..... The planning and zoning commission or city council may, on its own motion, initiate proceedings to consider a change to the zoning on any property or to the regulations pertaining to property, when it finds that the public interest would be served by consideration of such a request.”

The applicant states:

“Although the current Master Plan calls for a recommended R-1 and RE-1 zoning, the majority of the surrounding zoning is R-6. The two most recent single-family developments in Leon Valley, Senna, and Trilogy, as zoned as high-density communities with lot frontages under 33’ in width. Similarly, the two most recent single-family developments located in the City of San Antonio, and within two miles of the medical center are, follow the same high-density standards (Villamanta and Enclave at Whitby). High density developments are becoming the new norm in inner-city communities, to meet the rising demand for affordable housing. Or proposed zoning is consistent with these market demands.”

NOTIFICATION

| | |
|-------------------------|----|
| Letters mailed: | 33 |
| Received in Opposition: | 2 |
| Received in Favor: | 0 |
| Returned Undeliverable: | 3 |

FISCAL IMPACT:

The developer has paid all fees associated with the processing of this PDD. The development of a single-family housing subdivision will increase ad valorem and sales taxes in the city.

RECOMMENDATION

At City Council's Discretion

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

From: Rey Orozco
Sent: Wednesday, August 7, 2024 6:36 PM
To: Crystal Caldera; Sandra Passailaigue; Will Bradshaw
Subject: Re: follow-up from last nights council meeting

Several residents and Councilman Campos have requested that I be present for the vote on Samir's request to Rezone approximately 32 acres agenda item 10.1, at last night council meeting. It has been requested that this item be postponed until the September 3rd 2024 Council meeting. Since the dead line is fast approaching, I would like to request that this item be placed on the August 20th 2024 City Council meeting for discussion and possible action. I truly understand the importance of this historical vote and the impact that it will have in our city.

Councilman Bradshaw has agreed to second

Thank you
Rey Orozco
Councilman place 4
Leon Valley Texas

From: Will Bradshaw
Sent: Thursday, August 8, 2024 8:05 PM
To: Rey Orozco; Crystal Caldera; Sandra Passailaigue
Subject: RE: follow-up from last nights council meeting

I agree with Councilor Orozco to keep this item on the August 20th City Council meeting agenda and am seconding this item.

Regards,

Will Bradshaw
Leon Valley City Council – Place 5

ATTACHMENT
To Ordinance _____
Of The City of Leon Valley

LAUBACH AND CITY-OWNED PROPERTIES
@ SENECA WEST

Submitted by: ONE STOP GROUP, LP

PLANNED DEVELOPMENT DISTRICT
PROJECT PLAN



Approved _____, 2024

Article 1. GENERAL

This PDD rezoning project plan covers a number of adjacent parcels of land totalling +/- 32 acres, as defined below.

Property Information (the “Property”):

The “Property” is defined as two adjacent parcels of land, +/- 32.93 acres of land in total, generally located in the Seneca-West area of the City of Leon Valley, TX., and described as follows:

Parcel #1: Description

Address: +/- 11.59 Acre Tract 5000 Block AIDS Drive, Leon Valley

Legal Description: CB 4430 P-13 abs 432y (BCAD ID 217829)

Current Owner: **GILBERT LAUBACH**
Tract under contract by: **One Stop Group, LP**
Current Zoning: **R-1**
Tract: **As illustrated in Exhibit A-1 (Site Survey)**

Parcel #2: Description

Address: +/- 21.34 Acre Tract at 6530 Samaritan Drive, Leon Valley, Texas, 78238, AND 6503 Samaritan Drive, Leon Valley, Texas, 78238

Legal Description: CB 4430 P-15 (2.137), P-16 (6.391) & P-16A (1.0) ABS 432 (BCAD ID 217834,) AND VARIOUS OTHER PARCELS AS SHOWN IN EXHIBIT “A”

Current Owner: **CITY OF LEON VALLEY**
Tract under contract by: **One Stop Group, LP**
Current Zoning: **RE-1**
Tract: **As illustrated in Exhibit A-2 (Site Survey)**

Article 2. LAND USE

The Land Use of the Property shall be changed to:

A. Base Zoning

Base Zoning: The base zoning for these two properties shall be changed from R-1 and RE-1 respectively, to R-6 Garden House. The use and development of the two properties shall comply with the zoning requirements in Sec. 15.02.312 - R-6 Garden House District Zoning Ordinance.

B. Supplemental Use Regulations

Additional Allowed Uses by-right:

1. The development of the proposed Master Site Plan, as shown in EXHIBIT B.
2. The development of a Site Plan which shall comply with the all the zoning requirements in Sec. 15.02.312 (R-6 Garden House District Zoning Ordinance) and Sec. 10.02.251 (Applicable standards and specifications), with the following:

- i. Permitted modifications to Sec. 15.02.312 (R-6 Garden House District Zoning Ordinance) as per table below:

| Paragraph | Section 15.02.312 - R-6 Single Family Dwelling – Zoning Ordinances | Current R-6 Standard | Requested Modifications |
|-----------|--|----------------------|-------------------------|
| b.2 | Minimum Area of Each lot | 4500 SQFT | 3000 SQFT |
| b.3 | Minimum Depth | 100 ft | 100 ft |
| b.4 | Minimum Floor Space | 1,800 SQFT | 1,350 SQFT |
| b.5 | Minimum Frontage | 45' | 30' |
| b.6 | Maximum Height | 2-1/2 stories | 2-1/2 stories |
| c.2 | Minimum Rear yard setback | 15 ft | 10 ft |
| c.3 | Minimum Side yard setback | 5 ft | 0 ft |
| c.3 | Minimum distance between the outside walls of adjacent structures | 10' ft | 5 ft |
| c.5 | Minimum Side yard setback (Corner Lot) | 20 ft | 5 ft |

ii. Restrictions:

- a. All lots situated east of the drainage canal on City Lot-1, and bordering William Rancher and Aids Drive, shall have a minimum width of 60 ft.
- b. All lots bordering Samaritan Drive shall have a minimum width of 40 ft.
- c. All other lots shall have a minimum width of 30 ft.

ii. Permitted Modifications to 10.02.251 (Applicable standards and specifications)

| Paragraph | Section 10.02.251 – Applicable Standards | Current Standard | Requested Modifications |
|-----------|--|------------------|-------------------------|
| L.iv | Minor or Private Street <i>Minimum Right Of Way</i> | 50 ft | 48 ft |
| L.iv | Minor or Private Street <i>Minimum Pavement Width</i> | 30 ft | 30 ft |

Article 3. PROPOSED TREE MITIGATION PLAN

EXHIBIT “D” details our proposed Tree Mitigation Plan.

Article 4. SPECIAL PROVISIONS

- A) The Applicant shall be granted the right to modify the proposed Site Plan, as currently shown in Exhibit B. Such modifications shall be allowed by-right for the sole purpose of increasing lot size, decreasing density, adding or modifying bike trails, or adding more green spaces.
- B) Any other deviations to this plan may be internally approved by the Planning and Zoning Director for subsequent development applications or amendments, if such deviation does not exceed 10% from the current plan.
- C) The relocation of Samaritan Drive and Underlying utilities:
By approving this rezoning PDD, Council grants the Applicant the right to relocate Samaritan Drive, and the current underlying water and sewer lines, to an adjacent parcel on the subject property, as shown in the proposed Master Plan (Exhibit B).

To that effect, the Applicant shall submit a subdivision plat dedicating to the public a right-of way on the subject Property, which is not less than the current right-of-way owned by the City, described as Samaritan Drive. This dedicated right-of-way shall provide the same general purpose of connecting

Aids Drive and Grass Hill Drive., and shall retain the same name. The Applicant shall furnish a survey complete with metes and bounds description of said right-of-way, and a water and sewer plan detailing the rerouting of the current underlying utilities.

Upon the approval of said subdivision plat:

1. The Applicant shall convey the fee title of the newly dedicated right-of-way and rerouted underlying utilities to the City;
2. The City shall close and vacate the current right-of-way described as Samaritan Drive, and the underlying utilities; and
3. The City shall convey the fee title of the current right-of-way and underlying utilities to the Applicant.

PURPOSE OF THIS PDD AND COMPLIANCE WITH PDD REQUIREMENTS

This rezoning application is submitted as a PDD at Council’s request. Further this PDD complies with the purpose of the PD Ordinance. It allows for:

1. Flexible planning to allow for:
 - a) Unique and well-defined parameters to best fit within an optimized Master Plan of three adjacent vacant properties totaling approximately 60 acres of land.
2. Economic Development and Growth

This PDD meets the following applicability standards:

- a. The land is located in close proximity to established residential neighborhoods where standard zoning classifications may not adequately address neighborhood concerns regarding the quality or compatibility of the adjacent development, and where it may be desirable to the neighborhood, the developer, or the city to develop and implement mutually agreed, enforceable development standards.

FIT WITH THE CITY’S LONG-TERM VISION

Although the current Master Plan calls for a recommended R-1 and RE-1 zoning, the majority of the surrounding zoning is R6. The two most recent single-family developments in Leon Valley, Senna and Trilogy, are zoned as high-density communities with lot frontages under 33’ in width. Similarly, the two most recent single-family developments located in the City of San Antonio, and within 2 miles from the Medical Centre area, follow the same high-density standards (Villamanta and Enclave at Whitby). High-density developments are becoming the new norm in inner-city communities, to meet rising market demand for affordable housing. Our proposed zoning is consistent with these market demands.

Our proposed PD district rezoning will allow the City to fulfill on its top two main goals as laid out in its most recent of Strategic Plan:

1. Economic Development:
 - a) Increasing its citizenship
 - b) Increasing its tax-base
 - c) Increase business interest in the area
2. Improve Public Safety by increasing recurring yearly revenues to increase its emergency response capacity.

ESTIMATED DEVELOPMENT SCHEDULE AND COMPLETION TIMETABLE

- February 2025: Complete Platting
- August 2025: Complete Infrastructure Construction
- December 2029: Complete Home Construction of the Entire project;

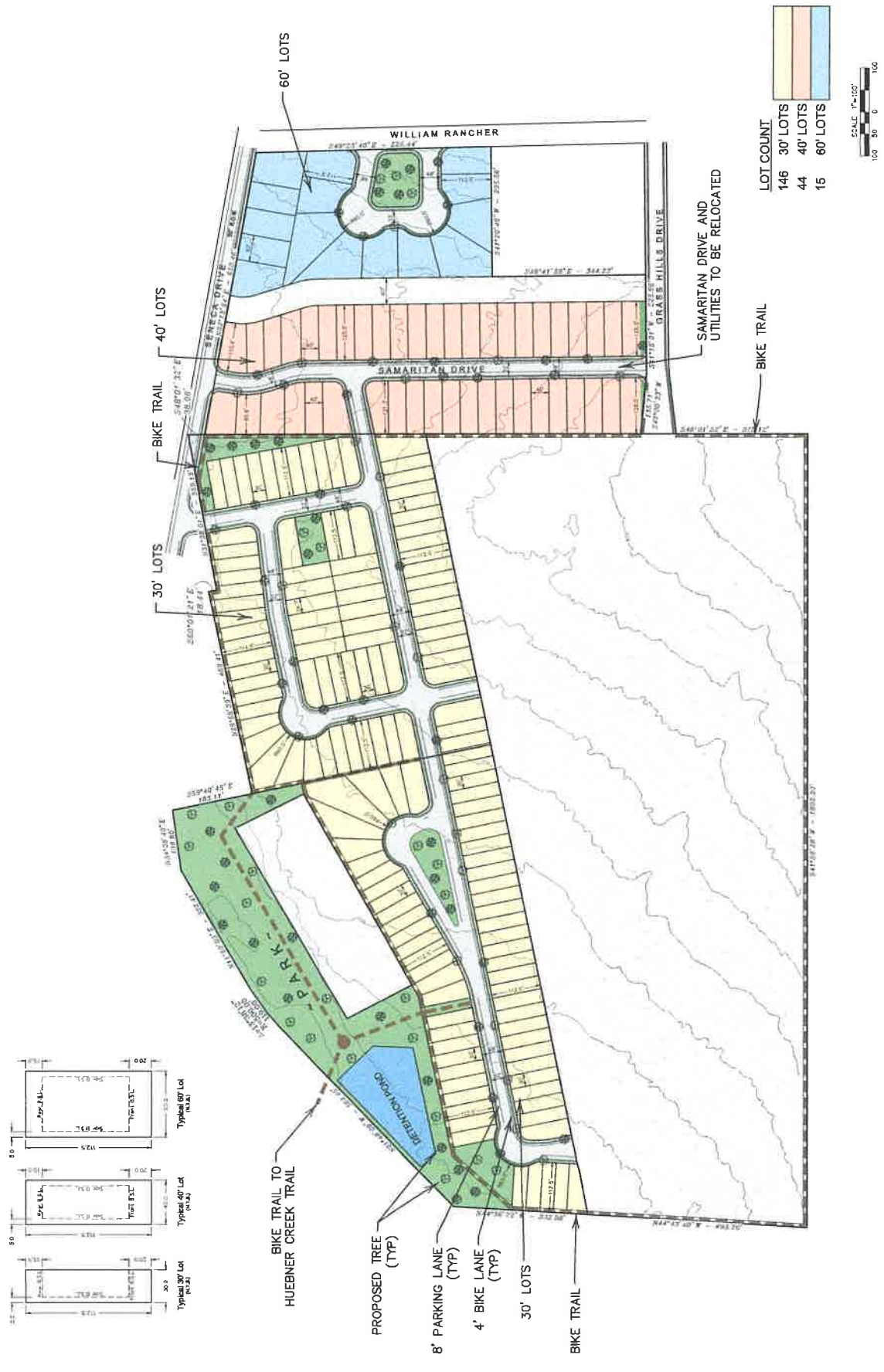
Our proposed PD zoning will not permanently injure the property rights of owner(s) of all real property affected by the proposed zoning change. This request will not adversely affect the health, safety, or welfare of the general public. This rezoning request is consistent with the City’s vision to grow its citizenship, increase its tax-base, and achieve long-term economic growth.

Respectfully submitted.
One Stop Group, LP

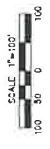
ATTACHED EXHIBITS

This Proposed PDD Project Plan includes the following Exhibits:

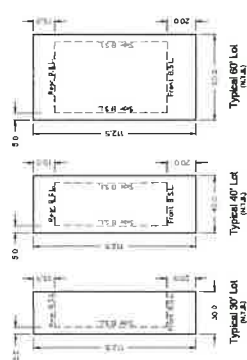
- A. Site Surveys (A-1, A-2)
- B. Proposed Site Plan
- C. Proposed Fire Plan
- D. Tree Survey and proposed Mitigation Plan
- E. Traffic Impact Analysis (E-1, E-2, E-3, E-4, E-5)
- F. Land Location
- G. Letters of Authorization (G-1, G-2)
- H. Master Site Plan of all three Seneca West properties
- I. Master Fire Plan of all three Seneca West Properties



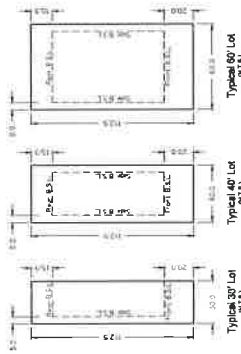
| LOT COUNT | 30' LOTS | 40' LOTS | 60' LOTS |
|-----------|----------|----------|----------|
| 146 | 44 | 15 | |



MASTER SITE PLAN
PLAN 2
 LAUBACH+CITY PROPERTIES
 (# 32 ACRES)
 JUNE 13, 2024



- FIRE PLAN NOTES:**
1. All Fire Hydrants to be spaced no more than 500' apart, measured as the hose lays.
 2. All inside corner radii of internal fire lanes to be no less than 25'.



LOT COUNT

| | |
|-----|----------|
| 146 | 30' LOTS |
| 44 | 40' LOTS |
| 15 | 60' LOTS |



**FIRE PLAN
PLAN 4**
LAUBACH+CITY PROPERTIES
(± 32 ACRES)
JUNE 13, 2024

EXHIBIT D



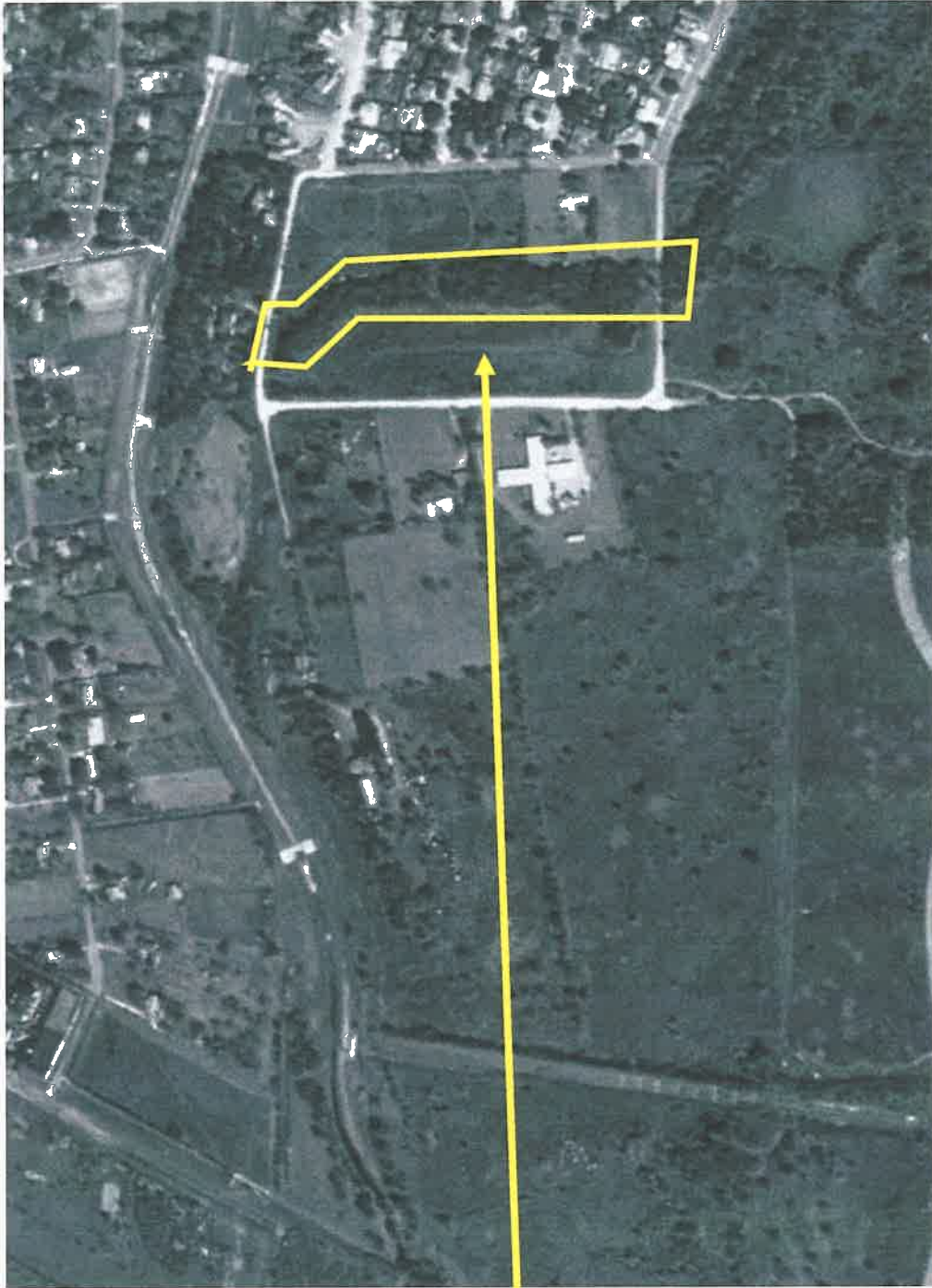
**LAUBACH AND CITY-OWNED
SENECA WEST PROPERTIES
TREE INVENTORY**



{Section}.71.

1995 AERIAL

THIS 1995 AERIAL MAP
SHOWS THESE
PROPERTIES AS
FARMLAND NO TREES
EXCEPT FOR THOSE
TRES ARE WERE
REMOVED WHEN
CONSTRUCTING THE
DRAINAGE CANAL



**2005
AERIAL MAP**

This aerial shows that, just like Trilogy, different portions of these Seneca West properties were used as a dumping area for the neighboring construction sites. Invasive trees grew on top.



CURRENT AERIAL MAP

The City-owned and Laubach properties have a substantially lesser concentration of trees as compared to the Samaritan property



THE VAST
MAJORITY OF
THESE TREES WERE
CLEARED BY THE
CITY WHEN
CONSTRUCTING
THE DRAINAGE
CANAL

DEFINITION OF “INVASIVE SPECIES” (ACCORDING TO NATIONAL GEOGRAPHIC)

Invasive Species

An invasive species is an organism that is not indigenous, or native, to a particular area. Invasive species can cause great economic and environmental harm to the new area.

DEFINITION OF “TREE PRESERVATION”

A “TREE PRESERVATION PLAN”, ALSO REFERRED TO AS “TREE CONSERVATION PLAN”
GENERALLY INCLUDES THREE COMMON STRATEGIES:

1. **CONSERVATION OF NATIVE TREE SPECIES**
2. **PROTECTING NATIVE TREES SPECIES BY REMOVING DISEASED OR DEAD TREES, AS WELL AS INVASIVE TREE SPECIES IN THEIR VICINITY.**
3. **PLANTING NEW NATIVE TREES**

TREE SPECIES NATIVE TO SAN ANTONIO

| Common Name | Scientific Name | Foliage | Mature Height | Mature Spread | Setback | Comments |
|--------------------------|--|----------------|---------------|---------------|------------|--|
| Anaqua | <i>Ehretia anacua</i> | Semi-evergreen | Medium | 35 feet + | 20 feet | Prefers shade; moist soils; clusters of white flowers in spring and yellow-orange fruit in summer; attracts birds. Also known as Sandpaper Tree. |
| Ebony, Texas | <i>Pinus strobus</i> flexilis | Evergreen | Medium | 35 feet + | 20 feet | Moderate growing native; very drought tolerant. Showy, fragrant white flower; attractive seeds of fruit eaten by wildlife. |
| Cypress, Arizona | <i>Cupressus arizonica</i> | Evergreen | Medium | 15 feet + | 15 feet | Fast growing; full sun, well drained soils; conical form; blue-gray foliage color; tolerant of dry conditions. |
| Cypress, Montezuma | <i>Taxodium mucronatum</i> | Semi-evergreen | Large | 40 feet + | 25 feet | Fast growing; conical form as young; leathery foliage. |
| Elm, Cedar | <i>Ulmus crassifolia</i> | Deciduous | Large | 30 feet + | 20 feet | Moderate growing; bright green new foliage in spring; yellow fall color; adaptable to a wide range of sites. |
| Maple, Urvalde Bigtooth | <i>Acer grandidentatum</i> | Deciduous | Medium | 30 feet + | 20 feet | Moderate growing; fall color; requires well drained soils; protect from afternoon sun to reduce leaf scorch. |
| Oak, Bur | <i>Quercus macrocarpa</i> | Deciduous | Large | 45 feet + | 25 feet | Prefers deep and well-drained soil; golf ball sized acorns may be of concern. |
| Oak, Chinquapin | <i>Quercus muhlenbergi</i> | Deciduous | Medium | 45 feet + | 25 feet | Prefers well drained soils, round-topped, with lance-shape foliage and attractive light-colored bark; wildlife food source; highly palatable acorns. |
| Oak, Lazy | <i>Quercus laevis</i> | Deciduous | Medium | 30 feet | 10-15 feet | Moderate growing, blue-gray foliage and usually yellow fall color. Rated as a "Texas SuperStar" by the Texas Cooperative Extension Service. |
| Oak, Live | <i>Quercus virginiana</i> var. <i>laevis</i> | Semi-evergreen | Large | 45 feet + | 25 feet | Can be moderate growing with appropriate care; spreading canopy. Caution: Must always paint wounds to prevent Oak Wilt disease. |
| Oak, Mexican White Live | <i>Quercus polymorpha</i> | Semi-evergreen | Large | 35 feet + | 25 feet | Fast growing with appropriate care; moderate acorn producer. Few, if any, pest problems. |
| Oak, Texas Red | <i>Quercus buckleyi</i> | Deciduous | Large | 35 feet + | 25 feet | Fast growing; "oak leaf" characteristic; fall color; good shade tree; requires minimal pruning. |
| Palm, Texas Sabal | <i>Sabal texana</i> | Evergreen | Medium | 15 feet | 15 feet | Only palm tree native to Texas; cold-tolerant; large blue-green, fan-shaped leaves. |
| Peccan | <i>Carya ilicoides</i> | Deciduous | Large | 45 feet + | 25 feet | State Tree; requires plenty of room and deep soil; prone to limb breakage and pest infestations. |
| Sycamore, Mexican | <i>Platanus mexicana</i> | Deciduous | Large | 45 feet + | 25 feet | Fast growing; resistant to insects; attractive foliage and minimal pruning. |
| Walnut, Texas | <i>Juglans microcarpa</i> | Deciduous | Medium | 30 feet | 15 feet | Moderate growing; small version of Black Walnut. |
| Anacacho Orchid Tree | <i>Bauhinia congesta</i> | Deciduous | Small | 10 feet | 5 feet | Does best in full sun; fragrant white flower clusters in spring. |
| Anacahuite/Wild Olive | <i>Cordia alliodora</i> | Evergreen | Small | 10 feet | 5 feet | Large white flowers most of summer; pale yellow fruit; cold sensitive but will re-sprout quickly. Also known as Mexican Olive. |
| Buckeye, Mexican | <i>Aegle marmelos</i> | Deciduous | Small | 10 feet | 5 feet | Understory or full sun; pink spring flowers; yellow fall foliage. |
| Condalia, Bluewood | <i>Condalia hookeri</i> | Evergreen | Small | 10 feet | 5 feet | Very drought tolerant; sun-sheds; fruit well-liked by wildlife. |
| Crape/Crape Myrtle | <i>Lagerstroemia indica</i> | Deciduous | Small | 5-20 feet | 5 feet | Non-native well adapted to our region; choice of flower colors from white to purple; some varieties can grow to medium height range. |
| Desert Willow | <i>Chilopsis linearis</i> | Deciduous | Small | 15 feet | 5 feet | Fast growing; very drought tolerant; large white, pink or purple trumpet-shaped flowers; attract hummingbirds, butterflies and bumblebees. |
| Eve's Neck/Juca | <i>Sophora affinis</i> | Deciduous | Small | 18 feet | 5 feet | Deciduous cousin to Texas mountain-laurel; pink flower clusters (late spring) form chains of black beans (resemble appearance) in late summer and fall. |
| Holly, Yaupon | <i>Ilex vomitoria</i> | Deciduous | Small | 10 feet | 5 feet | Sun or shade; red berries (females only); evergreen foliage; provides food & shelter for birds. |
| Jerusalem Thorn/Rubama | <i>Parkinsonia aculeata</i> | Deciduous | Small | 15 feet | 10 feet | Fast growing; drought tolerant; drooping panicles of yellow flowers through summer; green twigs and branches. |
| Perashmon, Texas | <i>Diospyros mexicana</i> | Deciduous | Small | 12 feet | 5 feet | Slow growing; edible fruit matures to a dark black in late summer and fall; great wildlife food source but can be a problem. |
| Plum, Mexican | <i>Prunus mexicana</i> | Deciduous | Small | 25 feet | 5 feet | Prefers well-drained soils; dappled sunlight; showy white flowers in early spring; tart and edible fruit; good for wildlife. |
| Redbud, Mexican or Texas | <i>Cercis canadensis</i> var. <i>mexicana</i> or <i>laxensis</i> | Deciduous | Small | 12 feet | 5 feet | Pink-red blossoms in early spring; yellow fall foliage; glossy and waxy leaves; more drought tolerant than Eastern species. Note: Do not select Eastern species. |
| Texas Mountain Laurel | <i>Sophora secundiflora</i> | Evergreen | Small | 18 feet | 5 feet | Fragrant, purple clusters in early spring. Very drought tolerant. Caution: Fruit is poisonous when chewed. |
| Viburnum, Rusty Blackhaw | <i>Viburnum rufidulum</i> | Deciduous | Small | 18 feet | 5 feet | Partial sun or shade; early spring bloomer with white flowers; red berries turn black in fall; good fall leaf color. |

TREE SPECIES NATIVE TO SAN ANTONIO

| Common Name | Scientific Name | Foliage | Mature Height* | Mature Spread | Setback | Comments |
|--------------------------|--|----------------|----------------|---------------|------------|--|
| Anaqua | <i>Ehretia aneca</i> | Semi-evergreen | Medium | 35 feet + | 20 feet | Prefers shade; moist soils; clusters of white flowers in spring and yellow-orange fruit in summer; attracts birds. Also known as Sandpaper Tree. |
| Ebony, Texas | <i>Pithecellobium flexicaulis</i> | Evergreen | Medium | 35 feet + | 20 feet | Moderate growing native; very drought tolerant. Showy, fragrant, white flower; attractive seeds of fruit eaten by wildlife. |
| Cypress, Arizona | <i>Cupressus arizonica</i> | Evergreen | Medium | 15 feet + | 15 feet | Fast growing; full sun, well drained soils; conical form; blue-gray foliage color; tolerant of dry conditions. |
| Cypress, Montezuma | <i>Taxodium mucronatum</i> | Semi-evergreen | Large | 40 feet + | 25 feet | Fast growing; conical form as young; leathery foliage. |
| Elm, Cedar | <i>Ulmus crassifolia</i> | Deciduous | Large | 30 feet + | 20 feet | Moderate growing; bright green new foliage in spring, yellow fall color; adaptable to a wide range of sites. |
| Maple, Uvalde Bigtooth | <i>Acer grandidentatum</i> | Deciduous | Medium | 30 feet + | 20 feet | Moderate growing; fall color; requires well drained soils; protect from afternoon sun to reduce leaf scorch |
| Oak, Bur | <i>Quercus macrocarpa</i> | Deciduous | Large | 45 feet + | 25 feet | Prefers deep and well-drained soil; golf ball sized acorns may be of concern. |
| Oak, Chinlepin | <i>Quercus muhlenbergi</i> | Deciduous | Medium | 45 feet + | 25 feet | Prefers well drained soils; round-topped, with lance-shape foliage and attractive light-colored bark; wildlife food source; highly palatable acorns. |
| Oak, Lazy | <i>Quercus laevis</i> | Deciduous | Medium | 30 feet | 10-15 feet | Moderate growing; blue-gray foliage and usually yellow fall color. Rated as a "Texas SuperStar" by the Texas Cooperative Extension Service. |
| Oak, Live | <i>Quercus virginiana var. fusiformis</i> | Semi-evergreen | Large | 45 feet + | 25 feet | Can be moderate growing with appropriate care; spreading canopy. Caution: Must always paint wounds to prevent Oak Wilt disease. |
| Oak, Mexican White Live | <i>Quercus polymorpha</i> | Semi-evergreen | Large | 35 feet + | 25 feet | Fast growing with appropriate care, moderate acorn producer. Few, if any, pest problems. |
| Oak, Texas Red | <i>Quercus buckleyi</i> | Deciduous | Large | 35 feet + | 25 feet | Fast growing; "oak leaf" characteristic; fall color; good shade tree; requires minimal pruning. |
| Palm, Texas Sabal | <i>Sabal texana</i> | Evergreen | Medium | 15 feet | 15 feet | Only palm tree native to Texas; cold-tolerant; large blue-green, fan-shaped leaves. |
| Pecan | <i>Carya illinoensis</i> | Deciduous | Large | 45 feet + | 25 feet | State Tree; requires plenty of room and deep soil; prone to limb breakage and pest infestations. |
| Sycamore, Mexican | <i>Platanus mexicana</i> | Deciduous | Large | 45 feet + | 25 feet | Fast growing; resistant to insects; attractive foliage and minimal pruning |
| Walnut, Texas | <i>Juglans microcarpa</i> | Deciduous | Medium | 30 feet | 15 feet | Moderate growing, small version of Black Walnut. |
| Anacacho Orchid Tree | <i>Bauhinia congesta</i> | Deciduous | Small | 10 feet | 5 feet | Does best in full sun; fragrant white flower clusters in spring |
| Anacahuat/Wild Olive | <i>Cordia alliodora</i> | Evergreen | Small | 10 feet | 5 feet | Large white flowers most of summer; pale yellow fruit; cold sensitive but will re-sprout quickly. Also known as Mexican Olive |
| Buckeye, Mexican | <i>Unguisia speciosa</i> | Deciduous | Small | 10 feet | 5 feet | Understory or full sun; pink spring flowers; yellow fall foliage. |
| Condalia, Bluewood | <i>Condalia hookeri</i> | Evergreen | Small | 10 feet | 5 feet | Very drought tolerant; sun-shade; fruit well-liked by wildlife |
| Crape/Crepe Myrtle | <i>Lagerstroemia Indica</i> | Deciduous | Small | 5-20 feet | 5 feet | Non-native well adapted to our region; choice of flower colors from white to purple; some varieties can grow to medium height range. |
| Desert Willow | <i>Chilopsis linearis</i> | Deciduous | Small | 15 feet | 5 feet | Fast growing; very drought tolerant; large white, pink or purple trumpet-shaped flowers; attract hummingbirds, butterflies and bumblebees. |
| Eve's Necklace | <i>Sophora affinis</i> | Deciduous | Small | 18 feet | 5 feet | Deciduous cousin to Texas mountain-laurel; pink flower clusters (late spring) form chains of black beans (necklace appearance) in late summer and fall. |
| Holly, Yaupon | <i>Ilex decidua</i> | Deciduous | Small | 10 feet | 5 feet | Sun or shade; red berries (females only); evergreen foliage; provides food & shelter for birds. |
| Holly, Yaupon | <i>Ilex vomitoria</i> | Evergreen | Small | 10 feet | 5 feet | Sun or shade; red berries (females only); evergreen foliage; provides food & shelter for birds. |
| Jerusalem Thorn/Retama | <i>Parkinsonia aculeata</i> | Deciduous | Small | 15 feet | 10 feet | Fast growing; drought tolerant; drooping panicles of yellow flowers through summer; green twigs and branches. |
| Peristemon, Texas | <i>Diospyros mexicana</i> | Deciduous | Small | 12 feet | 5 feet | Slow growing; edible fruit matures to a dark black in late summer and fall; great wildlife food source but can be a problem. |
| Plum, Mexican | <i>Prunus mexicana</i> | Deciduous | Small | 25 feet | 5 feet | Prefers well-drained soils; dappled sunlight; showy white flowers in early spring; tart and edible fruit; good for wildlife. |
| Redbud, Mexican or Texas | <i>Cercis canadensis var. mexicana or laevis</i> | Deciduous | Small | 12 feet | 5 feet | Pink-red blossoms in early spring; yellow fall foliage; glossy and waxy leaves; more drought tolerant than Eastern species. Note: Do not select Eastern species. |
| Texas Mountain Laurel | <i>Sophora secundiflora</i> | Evergreen | Small | 18 feet | 5 feet | Fragrant, purple clusters in early spring. Very drought tolerant. Caution: Fruit is poisonous when chewed |
| Viburnum, Rusty Blackhaw | <i>Viburnum rufidulum</i> | Deciduous | Small | 18 feet | 5 feet | Partial sun or shade; early spring bloomer with white flowers; red berries turn black in fall; good fall leaf color. |

TREE INVENTORY: 93% OF TREES ARE INVASIVE – ONLY 7% NATIVE TREES (22)

| SPECIE | TOTAL / SPECIE | OVERALL | | | Invasive | % of total | HERITAGE | | LARGE | | MEDIUM | |
|--------------|----------------|------------|-----------|--------|-------------|------------|----------|------------|-----------|------------|----------|--|
| | | HEALTHY | EXEMPT | EXEMPT | | | HEALTHY | EXEMPT | HEALTHY | EXEMPT | | |
| Arizona Ash | 3 | 0 | 1 | Y | 1% | 1 | | 2 | 1 | 0 | 0 | |
| Ashe Juniper | 142 | 138 | 4 | Y | 39% | 1 | 1 | 90 | 2 | 51 | 1 | |
| Cedar | 18 | 14 | 4 | Y | 5% | 8 | 1 | 4 | 0 | 5 | 1 | |
| Chinaberry | 7 | 4 | 3 | Y | 2% | 2 | | 7 | 2 | 3 | 1 | |
| Live Oak | 13 | 12 | 1 | | 4% | 2 | | 9 | 1 | 2 | 0 | |
| Elm | 3 | 3 | | | 1% | 0 | | 3 | | 0 | | |
| Hackberry | 83 | 79 | 4 | Y | 23% | 4 | | 47 | 2 | 32 | 2 | |
| Ligustrum | 41 | 39 | 2 | Y | 11% | 5 | | 33 | 1 | 3 | 1 | |
| Mesquite | 49 | 47 | 2 | Y | 14% | 5 | 1 | 36 | 2 | 7 | 0 | |
| Pecan | 6 | 6 | | | 2% | 4 | | 2 | | 0 | | |
| TOTAL | 365 | 342 | 21 | | 100% | 32 | 3 | 233 | 11 | 103 | 6 | |

| | |
|----------|-----|
| NATIVE | 7% |
| INVASIVE | 93% |

* EXEMPT = Diseased, Dead, or Hazardous

KEY STATISTICS

| TREE INVENTORY SUMMARY | | |
|------------------------|------------|-----------|
| SIZE | # HEALTHY | # EXEMPT |
| HERITAGE | 32 | 3 |
| LARGE | 233 | 11 |
| MEDIUM | 103 | 6 |
| TOTAL | 342 | 21 |

| NATIVE | INVASIVE |
|--------|----------|
| 22 | 343 |

* EXEMPT = Diseased, Dead, or Hazardous

| HERITAGE TREES | | | |
|----------------|-----|--------|----------|
| Specie | DBH | Health | INVASIVE |
| Arizona Ash | 24 | | Y |
| Ashe Juniper | 66 | | Y |
| Ashe Juniper | 22 | Dead | Y |
| Cedar | 48 | | Y |
| Cedar | 48 | | Y |
| Cedar | 43 | | Y |
| Cedar | 42 | | Y |
| Cedar | 36 | | Y |
| Cedar | 30 | | Y |
| Cedar | 28 | | Y |
| Cedar | 24 | Dead | Y |
| Cedar | 24 | | Y |
| Chinaberry | 27 | | Y |
| Chinaberry | 24 | | Y |
| Hackberry | 31 | | Y |
| Hackberry | 28 | | Y |
| Hackberry | 24 | | Y |
| Hackberry | 24 | | Y |
| Ligustrum | 35 | | Y |
| Ligustrum | 27 | | Y |
| Ligustrum | 27 | | Y |
| Ligustrum | 25 | | Y |
| Ligustrum | 24 | | Y |
| Live oak | 45 | | |
| Live oak | 24 | | |
| Mesquite | 27 | | Y |
| Mesquite | 34 | | Y |
| Mesquite | 34 | Dead | Y |
| Mesquite | 30 | | Y |
| Mesquite | 28 | | Y |
| Mesquite | 24 | | Y |
| Pecan | 45 | | |
| Pecan | 30 | | |
| Pecan | 28 | | |
| Pecan | 25 | | |

PRESERVING AND DEDICATING 4+ ACRES OF OUR LAND TO BE ADDED TO ADJACENT
NATURAL AREA BORDERING HUEBNER, TOTAL 6+ ACRES OF BEAUTIFULLY TREED NATURAL
PARKLAND BY THE CREEK



TREE PRESERVATION FEES

**WE RESPECTFULLY CHALLENGE THE IDEA OF CHARGING AN “IN-LIEU”
TREE PRESERVATION FEE FOR THE REMOVAL OF INVASIVE TREES!**

**TO THE CONTRARY, WE CONTEND THAT THE REMOVAL OF THESE
INVASIVE TREES IS INDEED AN ACTION TOWARDS TREE PRESERVATION
THAT WOULD NORMALLY BE PAID FOR FROM TREE PRESERVATION
FUNDS.**

OUR PROPOSED TREE MITIGATION PLAN

1. **Dedicate 4+ acres of treed park space**
2. **Remove all diseased and invasive trees**
3. **Plant over 270 x 1.5” native trees**
 1. TWO new 1.5” native trees per lot, on all lots with 40’ frontage or wider
 2. ONE new 1.5” native tree per lot, on all lots with a frontage narrower than 40’
4. **Cap the “in-lieu tree preservation fees” at \$25,000.**

(This fee, added to the \$100K+ currently calculated by the City for the Samaritan property, and our Group’s sales commission refund of \$60,000 to the City as part of the purchase of the property, makes for a very significant contribution to the tree preservation fund)

EXHIBIT E-1

TRAFFIC IMPACT ANALYSIS SENECA WEST AREA – 205 NEW HOMES

In this PDD application, we rely on four previous TIA's conducted for this Seneca Area, by Mr. Joe Nix, Traffic Engineer. Mr. Nix has conducted 4 different TIA's for these Seneca West properties starting back in 2007:

1. 2007 - TIA commissioned by the City for 359 homes – ATTACHED AS EXHIBIT E-2
2. 2007 - TIA commissioned by the City for 275 homes - ATTACHED AS EXHIBIT E-3
3. 2024-01-31 – TIA commissioned by our Group for 314 homes – ATTACHED AS EXHIBIT E-4
4. 2024-02-22 – TIA commissioned by our Group for 166 homes – ATTACHED AS EXHIBIT E-5

In his recent 2024-01-31 TIA for the development of 314 new homes, here are excerpts form his TIA showing Mr. Nix' calculations:

EXCERPT START

TRIP GENERATION

Table 1. Trip Generation for proposed development with 314 Lots

| TRIP GENERATION | | | | | | |
|-----------------|--------------------------------|------|-----------------|-----|-----------------|-----|
| ITE Code | Weekday 24 Hours | | Weekday AM Peak | | Weekday PM Peak | |
| | Single-Family Detached Housing | | | | | |
| Rate / Unit | 9.43 | | 0.70 | | 0.94 | |
| Units | 314 | | 314 | | 314 | |
| Trips | 2961 | | 220 | | 295 | |
| % Enter/Exit | 50% | 50% | 25% | 75% | 63% | 37% |
| # Enter/Exit | 1480 | 1481 | 55 | 165 | 186 | 109 |

Source: ITE Trip Generation Manual, Eleventh Edition, web-based

TRIP DISTRIBUTION

Trip distribution for trips generated by the proposed development would be onto Seneca Drive and onto Grass Hill Drive. Due to the accessibility of Seneca Drive at Bandera Road, and the nature of the roadway, 75% of the trips would be expected to use Seneca Drive and 25% use Grass Hill Drive. Table 2 indicates the trip distribution to Bandera Road via Seneca Drive and Grass Hill Drive.

EXHIBIT E-1

Table 2. Trip Distribution for proposed development with 314 Lots

| TRIP DISTRIBUTION | | | | | |
|-------------------|-----|--------------|------|--------------|------|
| Street | | AM Direction | | PM Direction | |
| | | Enter | Exit | Enter | Exit |
| Seneca Drive | 75% | 41 | 124 | 140 | 82 |
| Grass Hill Drive | 25% | 14 | 41 | 47 | 27 |

Mr. Nix' conclusion and Analysis was:

“Seneca drive and Grass Hill Drive can easily accommodate the additional traffic expected to be generated by the proposed development with as many as 314 lots. The additional traffic on Grass Hill Drive would be an average of less than one vehicle per minute. The traffic movements entering and exiting Grass Hill Drive at Bander Road. During the morning peak period on Seneca Drive, the anticipated additional traffic load would be an average of two vehicles approaching the signalized intersection. During the evening., the average number of vehicles entering Seneca Drive from Bandera Road would be just more than 2 vehicles per minute.”

EXCERPT END

We rely on Mr. Nix' most recent traffic analysis of this particular area, his calculations methods, and the *ITE TRIP GENERATION MANUAL , Eleventh Edition*. The Trip Generation and Trip Distribution calculations for 205 new homes are as follows:

Table 1. Trip Generation for proposed development (205 lots)

| TRIP GENERATION | | | | | | |
|-----------------|---------------------------------------|-----|-----------------|-----|-----------------|-----|
| ITE Code | Weekday 24 Hours | | Weekday AM Peak | | Weekday PM Peak | |
| | Single-Family Detached Housing | | | | | |
| Rate / Unit | 9.43 | | 0.7 | | 0.94 | |
| Units | 205 | | 205 | | 205 | |
| Trips | 1933 | | 144 | | 193 | |
| % Enter/Exit | 50% | 50% | 25% | 75% | 63% | 37% |
| # Enter/Exit | 967 | 967 | 36 | 108 | 121 | 71 |

Calculated as per ITE TRIP GENERATION MANUAL , Eleventh Edition

EXHIBIT E-1

Table 1. Trip Distribution for proposed development with 205 Lots

| TRIP DISTRIBUTION | | | | | |
|-------------------|-----|--------------|------|--------------|------|
| Street | | AM Direction | | PM Direction | |
| | | Enter | Exit | Enter | Exit |
| Seneca Drive | 75% | 27 | 81 | 91 | 53 |
| Grass Hill Drive | 25% | 9 | 27 | 30 | 18 |

Calculated as per ITE TRIP GENERATION MANUAL , Eleventh Edition

We believe these numbers to be correct. We also believe that Mr. Nix conclusion in January of this year, which is consistent with all his TIA conclusions since 2007, also remains true today. We look forward to the City Engineer's validation and comments.

Prepared For:

One Stop Group
12042 Blanco Road, Suite 305
San Antonio, Texas

TRAFFIC IMPACT STUDY - Updated



**Seneca West - 60 Acres
William Rancher Estates
County Block 4430
Leon Valley, Texas**



Joe F. Nix
01/31/2024

TIA Report - Updated
Seneca West – 60 Acres
William Rancher Estates
County Block 4430
Leon Valley, Texas

Prepared By:
JNIX TRAFFIC STUDIES
12518 PRIMA VISTA
SAN ANTONIO, TEXAS

Prepared For:
ONE STOP GROUP
12042 BLANCO ROAD, SUITE 305
SAN ANTONIO, TEXAS 78216



January 2024

TRAFFIC IMPACT ANALYSIS-Update
Proposed Seneca West Development
William Rancher Estates
County Block 4430

PROJECT SCOPE

As requested by One Stop Group, a Traffic Impact Analysis (TIA) report has been prepared for the proposed rezoning and development of up to a maximum of 60 acres of land from RE-1 and R-1 single-family districts to R-6 Garden Home district. The 60 acres are located west of William Rancher Rd. as shown in Figure 1 below. This report is an update of the Traffic Impact Analysis report prepared in 2007 labelled as Enclave on Huebner Creek, at the request of the City of Leon Valley for a potential rezoning of these same 60 acres to an R-6 district.

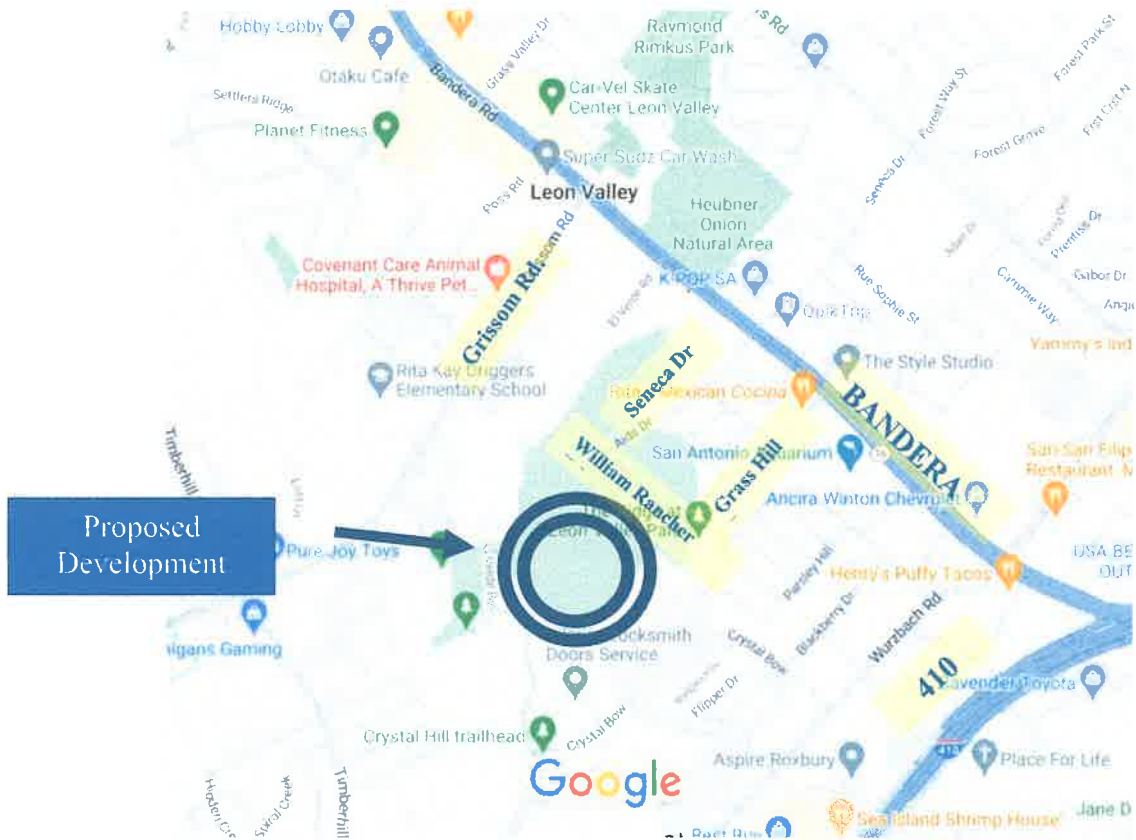


Figure 1. Location Map of proposed development

PROJECT DESCRIPTION

The proposed development encompasses approximately 60 acres located west of William Rancher Road, within the city of Leon Valley. The new development, if constructed on all 60 acres, is proposed to consist of as many as 314 single family residential homes. (The Enclave on Huebner Creek was proposed to consist of as many as 275 single family residences.) The development would be accessed by two streets onto Bandera Road: Seneca Drive and Grass Hill Drive. The proposed conceptual plan for the development is shown in Figure 2 and is attached.

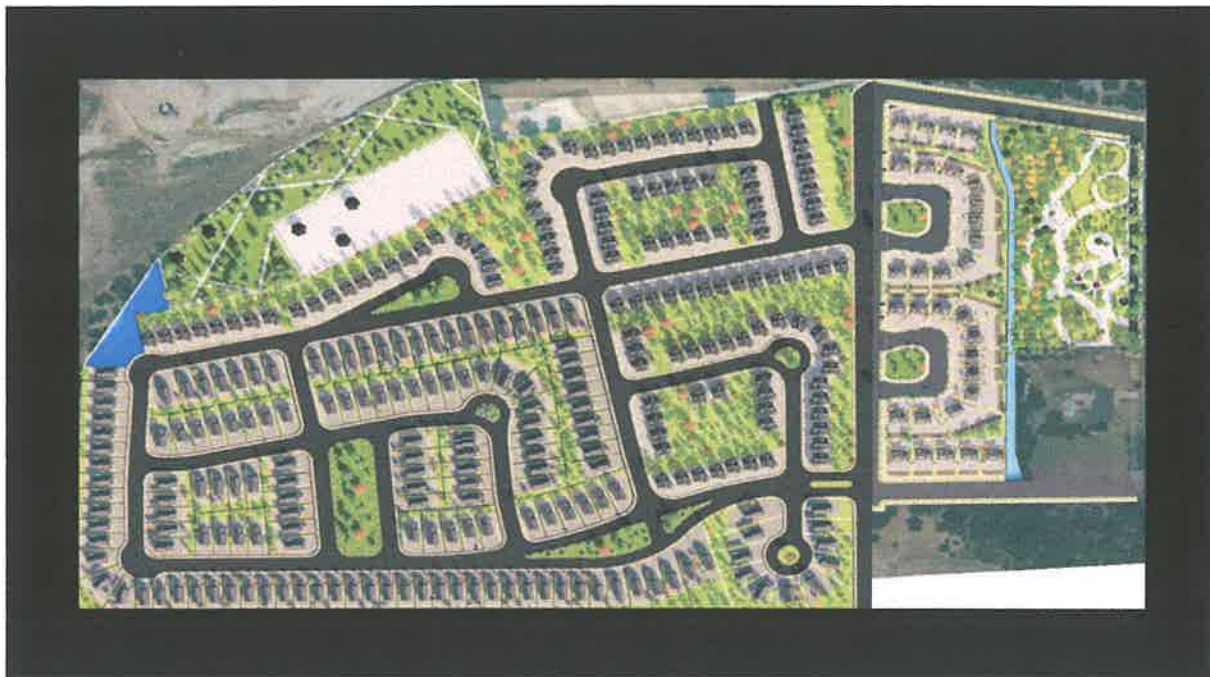


Figure 2. Conceptual Plan for the Proposed Development

STUDY AND SURROUNDING AREA

The study area around the proposed development would generally be within a one-quarter mile radius of the property. The developed properties within and near the study area are the Seneca Estates residential neighborhood, being between the 60 acres and Bandera Road, The Ridge at Leon Creek, and the Villas at Ingram Hills, being south of the 60 acres. A branch of the Leon Creek separates the 60 acres from the residential area north of the Creek. The Seneca Estates neighborhood would be the only area impacted by the development. The attached aerial photo exhibit and the Bexar Appraisal Map exhibit illustrate the properties near the 60 acres.

EXISTING ROADWAYS

The existing roadways that would potentially be directly impacted by the proposed development include Seneca Drive, Grass Hill Drive, Aids Drive, and Samaritan Drive.

Seneca Drive is a neighborhood collector street serving the residential area West of Bandera Road. Seneca Drive extends west of Bandera Rd to William Rancher Road. Seneca Dr. extends east, across Bandera Road, to Evers Road. The intersection of Seneca Drive and Bandera Road is controlled by a traffic signal. No residential homes front Seneca Drive east of Pickering Drive.



Figure 3. Seneca Drive, westbound at William Rancher Road

Grass Hill Drive serves as a residential collector street extending from Bandera Road to Samaritan Drive. Grass Hill Drive does not extend east across Bandera Road. There has not been a median opening along Bandera Road for Grass Hill Drive; nor is a median opening planned in the future. The residential homes along the south side of Grass Hill Drive between William Rancher Road and Bandera Road front the residential collector street. Grass Hill Drive will lead to and end at the main entrance of the proposed development.



Figure 4. Grass Hill Drive, westbound at William Rancher Road

Aids Drive is a narrow, two-lane, uncurbed roadway extending west of William Rancher Road, dead ending approximately 700 feet west of Samaritan Drive. Aids Drive is proposed to be improved and be aligned with Seneca drive with the development of the 60 acres.



Figure 5. Aids Drive, eastbound at William Rancher Road

Samaritan Drive is a two-lane, uncurbed roadway connecting Aids Drive and Grass Hill Drive. It will be used as one of two access roads for the proposed development, along with Grass Hill Drive.



Figure 6. Samaritan Drive, northbound

TRIP GENERATION

Table 1. Trip Generation for proposed development with 314 Lots

| TRIP GENERATION | | | | | | |
|---------------------|---------------------------------------|------|--------------------|-----|--------------------|-----|
| ITE Code | Weekday 24 Hours | | Weekday AM Peak | | Weekday PM Peak | |
| 210 | Single-Family Detached Housing | | | | | |
| Rate / Unit | 9.43 | | 0.70 | | 0.94 | |
| Units | 314 | | 314 | | 314 | |
| Trips | 2961 | | 220 | | 295 | |
| % Enter/Exit | 50% | 50% | 25% | 75% | 63% | 37% |
| # Enter/Exit | 1480 | 1481 | 55 | 165 | 186 | 109 |

Source: *ITE Trip Generation Manual, Eleventh Edition, web-based*

TRIP DISTRIBUTION

Trip distribution for trips generated by the proposed development would be onto Seneca Drive and onto Grass Hill Drive. Due to the accessibility of Seneca Drive at Bandera Road, and the nature of the roadway, 75% of the trips would be expected to use Seneca Drive and 25% use Grass Hill Drive. Table 2 indicates the trip distribution to Bandera Road via Seneca Drive and Grass Hill Drive.

Table 2. Trip Distribution for proposed development with 314 Lots

| TRIP DISTRIBUTION | | | | | |
|-------------------|-----|--------------|------|--------------|------|
| Street | | AM Direction | | PM Direction | |
| | | Enter | Exit | Enter | Exit |
| Seneca Drive | 75% | 41 | 124 | 140 | 82 |
| Grass Hill Drive | 25% | 14 | 41 | 47 | 27 |

ANALYSIS

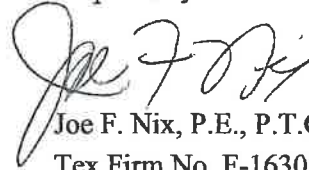
Seneca drive and Grass Hill Drive can easily accommodate the additional traffic expected to be generated by the proposed development with as many as 314 lots. The additional traffic on Grass Hill Drive would be an average of less than one vehicle per minute. The traffic movements entering and exiting Grass Hill Drive at Bander Road. During the morning peak period on Seneca Drive, the anticipated additional traffic load would be an average of two vehicles approaching the signalized intersection. During the evening., the average number of vehicles entering Seneca Drive from Bandera Road would be just more than 2 vehicles per minute.

CONCLUSION

The change in the levels-of-service of the two streets at Bandera Road would be insignificant with the addition of the anticipated traffic from 314 new homes in the proposed development.



Prepared by:



Joe F. Nix, P.E., P.T.O.E.
Tex Firm No. F-16308

Attachments:

EXHIBIT A: AERIAL PHOTO OF THE SURROUNDING AREA

EXHIBIT B: BEXAR APPRAISAL MAP OF THE SURROUNDING AREA

EXHIBIT C: SENECA WEST CONCEPTUAL PLAN

EXHIBIT A

AERIAL PHOTO OF THE SURROUNDING AREA



EXHIBIT B

BEXAR APPRAISAL MAP OF THE SURROUNDING AREA



EXHIBIT C

SENECA WEST CONCEPTUAL PLAN



Prepared For:

One Stop Group
12042 Blanco Road, Suite 305
San Antonio, Texas

TRAFFIC IMPACT STUDY



**Seneca West - 27 Acres
William Rancher Estates
County Block 4430
Leon Valley, Texas**



Joe F. Nix
02/22/2024

Prepared For:
City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238

TIA Report
Seneca West – 27 Acres
GOOD SAMARITAN PROPERTY
County Block 4430



February 2024

TRAFFIC IMPACT ANALYSIS
PROPOSED DEVELOPMENT AT SENECA WEST

TRAFFIC IMPACT ANALYSIS
Proposed Seneca West Development
GOOD SAMARITAN PROPERTY
27 ACRES
County Block 4430

PROJECT SCOPE

As requested by the City of Leon Valley, a Traffic Impact Analysis (TIA) report has been prepared for the proposed rezoning and development of up to a maximum of 27 acres of land from R-1 single-family districts to R-6 Garden Home district. These 27 acres are located west of William Rancher Road as shown in figure 1 below.

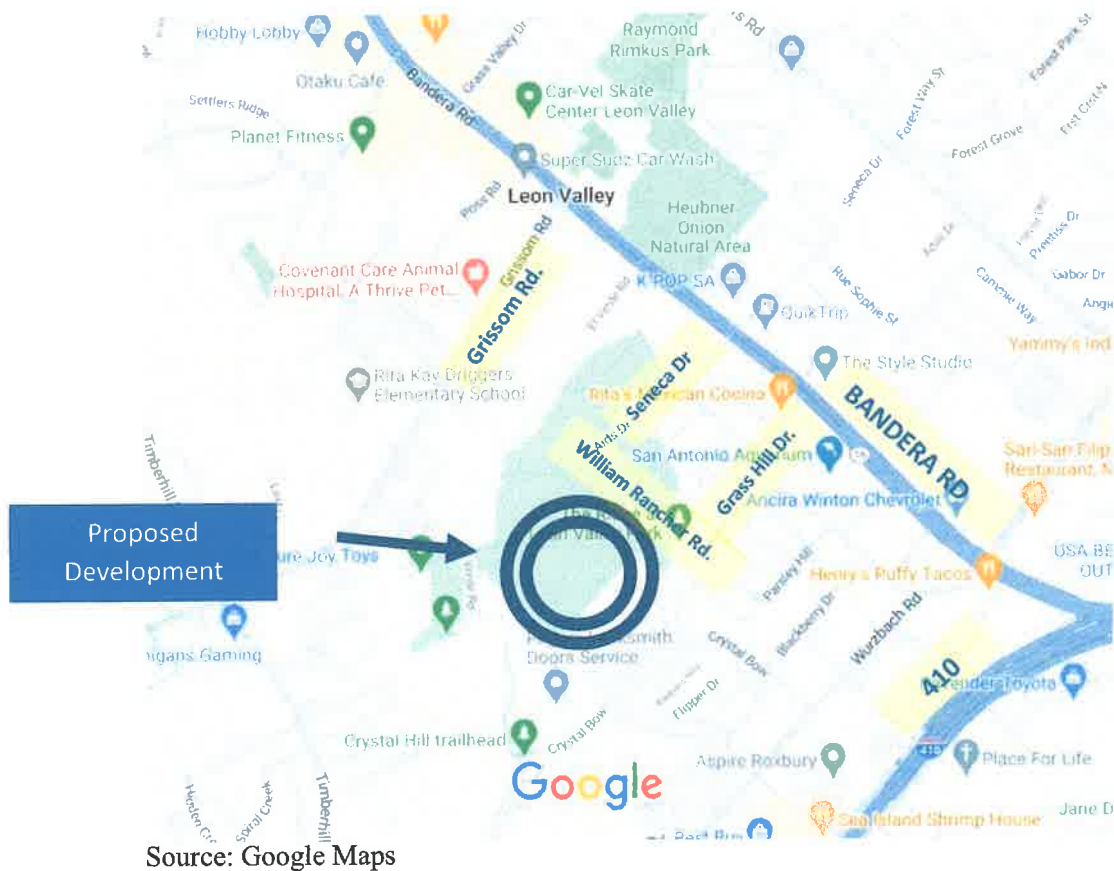


Figure 1. Location Map of proposed development

PROJECT DESCRIPTION

The proposed development encompasses approximately 27 acres located West of William Rancher Road within the City of Leon Valley. The new development, if constructed on all 27 acres, is proposed to consist of no more than 166 single family residential homes. The development would be accessed by two streets onto Bandera Road: Seneca Drive and Grass Hill Drive. The proposed conceptual plan for the development is shown in figure 2 and is attached.



Figure 2. Conceptual Plan for the Proposed Development

STUDY AND SURROUNDING AREA

The study area around the proposed development would generally be within a one-quarter mile radius of the property. The developed properties within and near the study area are the Seneca Estates residential neighborhood between the 27 acres and Bandera Road, The Ridge at Leon Creek, and the Villas at Ingram Hills south of the 27 acres. A branch of the Leon Creek separates the 27 acres from the residential area north of the Creek. The Seneca Estates neighborhood would be the only area impacted by the development. The attached aerial photo exhibit and the Bexar Appraisal Map exhibit illustrate the properties near the 27 acres.

EXISTING ROADWAYS

The existing roadways that would potentially be directly impacted by the proposed development include Seneca Drive, Grass Hill Drive, Aids Drive, and Samaritan Drive.

TRAFFIC IMPACT ANALYSIS
PROPOSED DEVELOPMENT AT SENECA WEST

Seneca Drive is a neighborhood collector street serving the residential area West of Bandera Road. Seneca Drive extends west of Bandera Rd to William Rancher Road. Seneca Dr. extends east, across Bandera Road, to Evers Road. The intersection of Seneca Drive and Bandera Road is controlled by a traffic signal. No residential homes front Seneca Drive east of Pickering Drive.



Figure 3. Seneca Drive, westbound at William Rancher Road

Grass Hill Drive serves as a residential collector street extending from Bandera Road to Samaritan Drive. Grass Hill Drive does not extend east across Bandera Road. There has not been a median opening along Bandera Road for Grass Hill Drive; nor is a median opening planned in the future. The residential homes along the south side of Grass Hill Drive between William Rancher Road and Bandera Road front the residential collector street. Grass Hill Drive will lead to and end at the main entrance of the proposed development.



Figure 4. Grass Hill Drive, westbound at William Rancher Road

TRAFFIC IMPACT ANALYSIS
PROPOSED DEVELOPMENT AT SENECA WEST

Aids Drive is a narrow, two-lane, uncurbed roadway extending west of William Rancher Road, dead ending approximately 700 feet west of Samaritan Drive. Aids Drive is proposed to be improved and be aligned with Seneca drive with the development of the 27 acres.



Figure 5. Aids Drive, eastbound at William Rancher Road

Samaritan Drive is a two-lane, uncurbed roadway connecting Aids Drive and Grass Hill Drive. It will be used as one of two access road for the proposed development, along with Grass Hill Drive.



Figure 6. Samaritan Drive, northbound

TRIP GENERATION

Table 1. Trip Generation for proposed development (166 lots)

| TRIP GENERATION | | | | | | |
|---------------------|---------------------------------------|-----|--------------------|-----|--------------------|-----|
| ITE Code | Weekday 24 Hours | | Weekday AM Peak | | Weekday PM Peak | |
| 210 | Single-Family Detached Housing | | | | | |
| Rate / Unit | 9.43 | | 0.7 | | 0.94 | |
| Units | 166 | | 166 | | 166 | |
| Trips | 1565 | | 116 | | 156 | |
| % Enter/Exit | 50% | 50% | 25% | 75% | 63% | 37% |
| # Enter/Exit | 783 | 783 | 29 | 87 | 98 | 58 |

Source: ITE Trip Generation Manual, Eleventh Edition

TRIP DISTRIBUTION

Trip distribution for trips generated by the proposed development would be onto Seneca Drive and onto Grass Hill Drive. Due to the accessibility of Seneca Drive at Bandera Road, and the nature of the roadway, 75% of the trips would be expected to use Seneca Drive and 25% use Grass Hill Drive. Table 2 indicates the trip distribution to Bandera Road via Seneca Drive and Grass Hill Drive. The attached trip distribution exhibit illustrates the anticipated trip distribution at each of the access streets to the development.

Table 2. Trip Distribution for proposed development with 166 Lots

| TRIP DISTRIBUTION | | | | | |
|-------------------|-----|--------------|------|--------------|------|
| Street | | AM Direction | | PM Direction | |
| | | Enter | Exit | Enter | Exit |
| Seneca Drive | 75% | 22 | 65 | 74 | 43 |
| Grass Hill Drive | 25% | 7 | 22 | 24 | 15 |

ANALYSIS

Seneca Drive and Grass Hill Drive can easily accommodate the additional traffic expected to be generated by the proposed development with as many as 166 lots. The additional traffic on Seneca Drive would be an average of less than one vehicle per signal cycle. The additional traffic on Grass Hill Drive would be an average of much less than one vehicle per minute. The traffic movements entering and exiting Grass Hill Drive at Bander Road. During the morning peak period on Seneca Drive, the anticipated additional traffic load would be an average of one vehicle per minute approaching the signalized intersection. During the evening., the average number of vehicles entering Seneca Drive from Bandera Road would be just more than 1 vehicle per minute.

CONCLUSION

The change in the levels-of-service of the two streets at Bandera Road would be insignificant with the addition of the anticipated traffic from 166 new homes in the proposed development.



Prepared by:

A handwritten signature in black ink that reads "Joe F. Nix".

Joe F. Nix, P.E., P.T.O.E.
Tex Firm No. F-16308

Attachments:

- EXHIBIT A: AERIAL PHOTO OF THE SURROUNDING AREA
- EXHIBIT B: BEXAR APPRAISAL MAP OF THE SURROUNDING AREA
- EXHIBIT C: GOOD SAMARITAN CONCEPTUAL PLAN

EXHIBIT A

AERIAL PHOTO OF THE SURROUNDING AREA



EXHIBIT B

BEXAR APPRAISAL MAP OF THE SURROUNDING AREA



EXHIBIT C

GOOD SAMARITAN CONCEPTUAL PLAN



EXHIBIT F

LOCATION





EXHIBIT G-1

Letter of Authorization

Date: 6/7/24

TO: City of Leon Valley, 6400 El Verde Road, Leon Valley, Texas 78238

This letter authorizes: One Stop Group, LP, its Agent, or its Assignee

Applicant First and Last Name

To submit an application for: Rezoning Specific-Use-Permit Platting

Legal Description: 6503 Samaritan Drive, Leon Valley, Texas, 78238, (CB 4430 P-15: 2.137 acres, P-16: 6.391 acres & P-16A: 1.0 acre, ABS432), And Various Parcels located William Rancher, Grass Hill, Samaritan, and Aids Drive BCAD Parcel Identification No.'s 217816, 217817, 217818, 217819, 217820, 217281, 217838, 217840 and 217843

BCAD Property ID: 21.34 Acre Tract at 6140 William Ranch Rd

Address (if assigned): _____

The CITY OF LEON VALLEY, the owner(s) of the aforementioned property, authorize the submitted request to be reviewed, presented to the Planning and Zoning Commission and City Council and, if approved, process such request as applicable.

Sincerely,

Property Owner's Signature
CITY OF LEON VALLEY
Printed Name of Property Owner
6400 El Verde Road,
Address
Leon Valley, Texas 78238
City, State, Zip Code

STATE OF TEXAS }
COUNTY OF BEXAR }

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day Crystal Caldera, City Mayor personally appeared and is known to me to be the person whose signature is subscribed to the foregoing instrument.

GIVEN UNDER MY HAND and SEAL OF OFFICE this the 7th day of June, A.D. 2024



Saundra Passailaigue
Notary Public, Bexar County, Texas

My Commission Expires: 11-17-2026



EXHIBIT G-2

Letter of Authorization

Date: _____

TO: City of Leon Valley, 6400 El Verde Road, Leon Valley, Texas 78238

This letter authorizes: One Stop Group, LP, its Agent, or its Assignee

Applicant First and Last Name

To submit an application for: Rezoning Specific Use Permit Platting

At: Lot(s) _____ Block P-13 CB 4430 Subdivision (ABS 432)

Address (if assigned): BCAD Property ID 217829 - AIDS DR - MAPSCO: 80A4

I, GILBERT LAUBACH, the owner(s) of the aforementioned property, authorize the submitted request to be reviewed, presented to the Planning and Zoning Commission and City Council and, if approved, process such request as applicable.

Sincerely,

Gilbert Laubach

Property Owner's Signature

GILBERT LAUBACH

Printed Name of Property Owner

PO BOX 26

Address

BOERNE, TX, 78006-0026

City, State, Zip Code

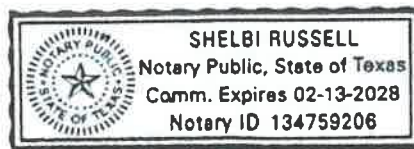
STATE OF TEXAS }
COUNTY OF ~~BEXAR~~ } SP
Hendall

BEFORE ME, the undersigned authority, a Notary Public in and for said County and State, on this day Gilbert Laubach personally appeared and is known to me to be the person whose signature is subscribed to the foregoing instrument.

GIVEN UNDER MY HAND and SEAL OF OFFICE this the 1 day of May, A.D. 2024

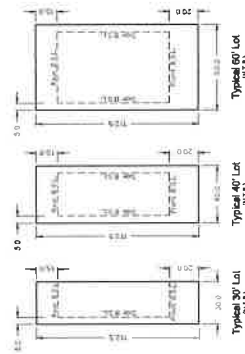
Shelbi Russell
Notary Public, Bexar County, Texas

My Commission Expires: 04/13/2028



MASTER SITE PLAN - ALL THREE SENECA WEST PROPERTIES

EXHIBIT H



| LOT COUNT |
|--------------|
| 146 30' LOTS |
| 219 40' LOTS |
| 15 60' LOTS |



MASTER SITE PLAN PLAN 3

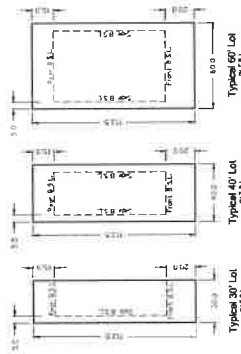
SAMARITAN+LAUBACH+CITY PROPERTIES
(± 60 ACRES)
JUNE 13, 2024

{Section}.71.

MASTER FIRE PLAN - ALL THREE SENECA WEST PROPERTIES

EXHIBIT I

FIRE PLAN NOTES:
 1. All Fire Hydrants to be spaced no more than 500' apart, measured as the hose lays.
 2. All inside corner radii of internal fire lanes to be no less than 25'.



LOT COUNT

| | |
|-----|----------|
| 146 | 30' LOTS |
| 219 | 40' LOTS |
| 15 | 60' LOTS |



MASTER FIRE PLAN PLAN 5

SAMARITAN+LAUBACH+CITY PROPERTIES
 (± 60 ACRES)
 JUNE 13, 2024

{Section}.71.

PZ-2024-14

Planned Development District (PDD)
with R-6 Garden Home Zoning
6530 Samaritan / Grass Hill Estates

Mindy Teague

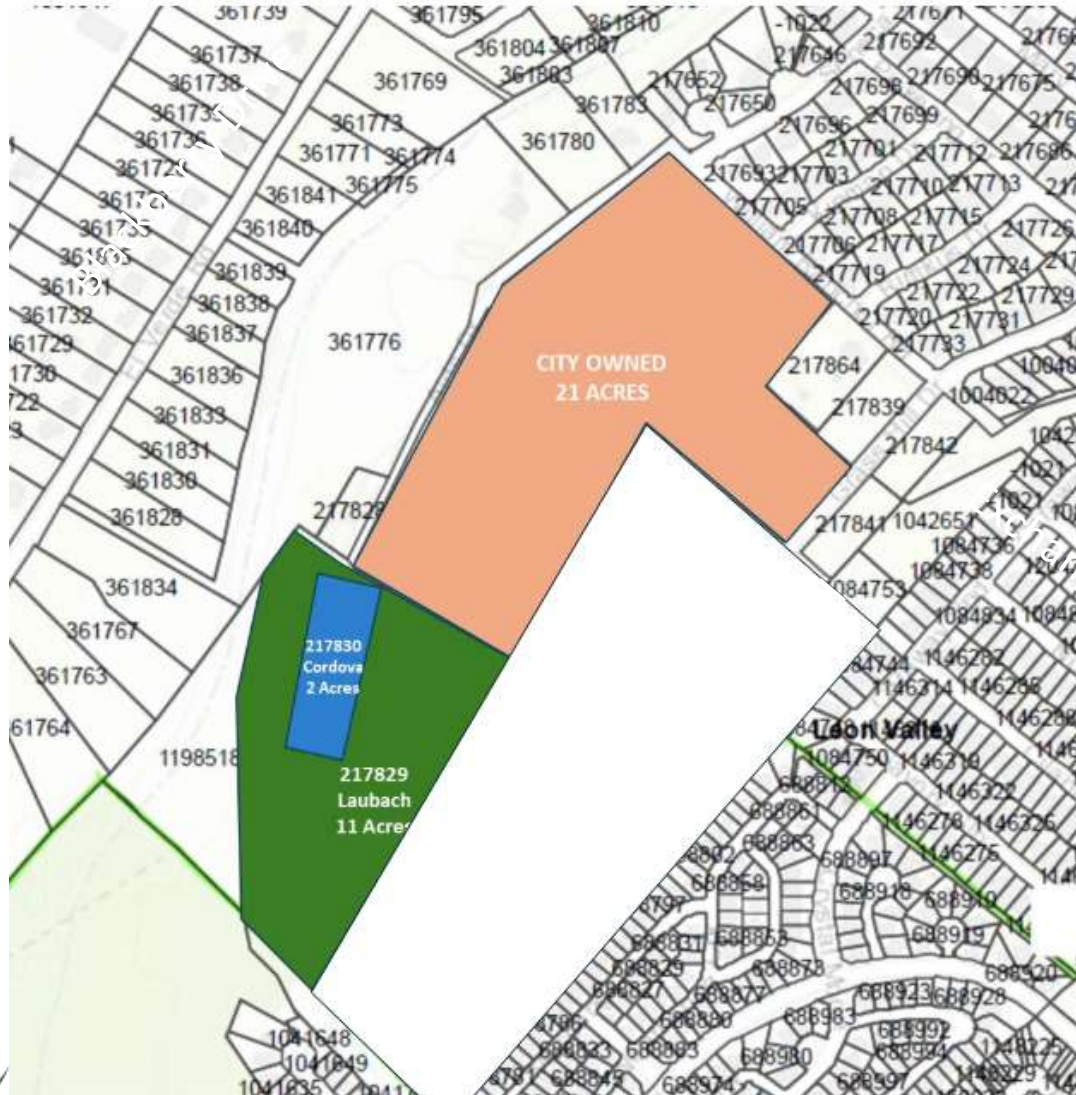
Planning & Zoning Director

8/20/2024

Purpose

- Request to Rezone Approximately 32-Acres of Land From R-1 (Single Family Dwelling) and RE-1 (Residential Estate) Zoning Districts to a Planned Development District (PDD) with R-6 (Garden Home) District Base Zoning
- Approx. 30.984 acres
 - 19.614-acre vacant tract, Lots 1 and 2, Block 1, CB 4430 Grass Hill Estates Subdivision
 - 11.37-acre vacant tract, P-13, ABS 432, CB 4430,
 - Located along Aids, Samaritan, Grass Hill, & William Rancher Streets

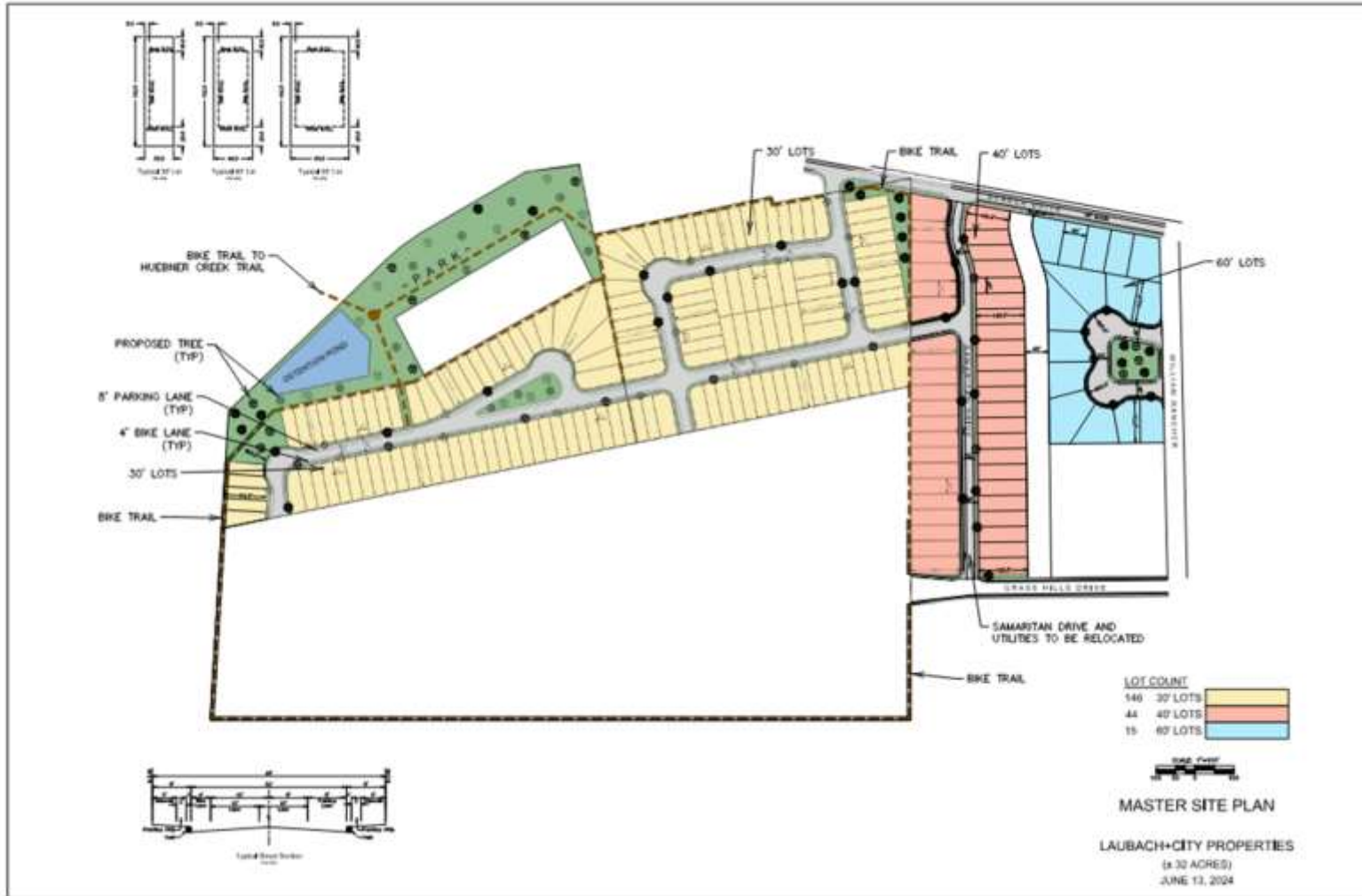
Location Map



Purpose

- A request for rezoning approximately 31 acres of land from R-1 and RE-1 to a PDD with R-6 based zoning district
- Development would have 144-30' wide, 46-40' wide, and 15-60' wide lots, for a total of 205 single family homes

Site Plan



History

- 1971 – Area was annexed
- 1984 – Request to rezone existing Good Samaritan Nursing Home property from R-1 to B-2 (Retail) – request denied
- 1985 – Request to rezone 44 ac. from R-1 to R-6 – request denied
- 2007 – Request to rezone 68.569 acres from R-1 to R-7 (Single-Family Medium Density) – request denied

History / TIA

- 2007 – Residents of Seneca West petition to amend City Master Plan to remove recommendation of R-6 to only R-1 – petition approved
- 2010- Request to rezone approximately 65.704 acres from R-1 to R-6 – request denied
- 2011- The City Manager presented a TIF – proposal denied

Variance Requests

{Section}.71.

Permitted modifications to Sec. 15.02.312 (R-6 Garden House District Zoning Ordinance) as per table below:

| Paragraph | Section 15.02.312 - R-6 Single Family Dwelling – Zoning Ordinances | Current R-6 Standard | Requested Modifications |
|-----------|--|----------------------|-------------------------|
| b.2 | Minimum Area of Each lot | 4500 SQFT | 3000 SQFT |
| b.3 | Minimum Depth | 100 ft | 100 ft |
| b.4 | Minimum Floor Space | 1,800 SQFT | 1,350 SQFT |
| b.5 | Minimum Frontage | 45' | 30' |
| b.6 | Maximum Height | 2-1/2 stories | 2-1/2 stories |
| c.2 | Minimum Rear yard setback | 15 ft | 10 ft |
| c.3 | Minimum Side yard setback | 5 ft | 0 ft |
| c.3 | Minimum distance between the outside walls of adjacent structures | 10' ft | 5 ft |
| c.5 | Minimum Side yard setback (Corner Lot) | 20 ft | 5 ft |

Number c.3 Minimum Side yard Setback should have referred to c.4 Zero lot line homes – if zero lot line then the space between the lot line and the wall of the home on the adjacent lot will be no less than 5 feet.

Variances - Lots

- 144 lots would have a 30' width and a minimum area of 3,000 square feet
 - Some of these lots will have an area of 3,375 square feet
 - Lots would be situated on the unplatted parcel behind Samaritan and Aids Drive
- 44 lots would have a 40' width and a minimum area of 4,500 square feet
 - Lots would border Samaritan Drive
- 15 lots will have a 60' width and a minimum area of 6,750 square feet
 - Lots would be east of the drainage channel on Grass Hill Estates Lot 1, bordering William Rancher and Aids Drive

Variations – Streets

Permitted Modifications to 10.02.251 (Applicable standards and specifications)

| Paragraph | Section 10.02.251 – Applicable Standards | Current Standard | Requested Modifications |
|-----------|--|------------------|-------------------------|
| L.iv | Minor or Private Street <i>Minimum Right Of Way</i> | 50 ft | 48 ft |
| L.iv | Minor or Private Street <i>Minimum Pavement Width</i> | 30 ft | 30 ft |

Variations - Trees

- Lots will have the required percentage of overall landscaping
- Applicant intends to clear the properties and then mitigate by the planting of 2-1.5” diameter trees per lot (410 trees)
- Applicant would also be required to pay fees in lieu of planting trees – they are requesting to not pay fees in lieu of
- They will be constructing bike lanes, a hiking trail, and dedicating parkland

Variiances - Trees

- Tree Inventory Summary

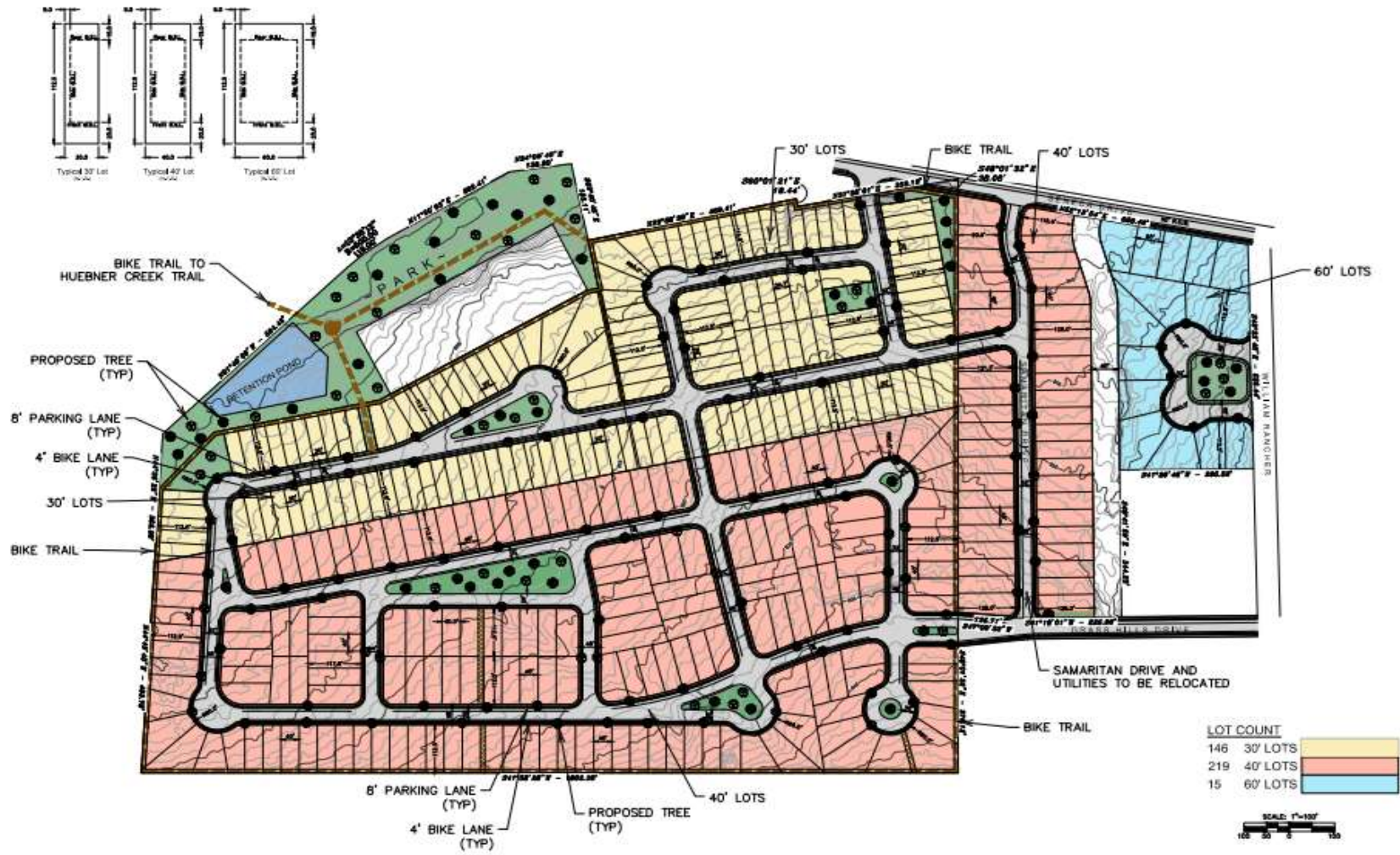
| Size | # Healthy | # Exempt |
|-----------|-----------|----------|
| Medium: | 103 | 6 |
| Large: | 233 | 11 |
| Heritage: | 32 | 3 |
| Total | 368 | 20 |

Master Site Plan

{Section}.71.

MASTER PLAN OF ALL THREE SENECA WEST PROPERTIES - +/- 60 ACRES

EXHIBIT J



Traffic Impact Analysis

- With the development of the previously approved PDD for the 27 acres at 6518 Samaritan Drive, the total for both developments would be 371 new residential homes
- TIA's have been calculated for this entire area – all of which indicate that both Seneca and Grass Hill are capable of accommodating the increase in traffic from this area

Streets

- Access to & from proposed subdivision would be Samaritan, Seneca, & Grass Hill
- Portions of all three streets need reconstruction to current standards to carry the number of vehicles projected
- Estimated cost for reconstruction of these streets is \$3,913,400
- Applicant's share of the costs for reconstruction are estimated to be \$1,389,482
- This is in addition to the costs for developing streets inside the subdivision

Master Plan, Section 11N Seneca West

- The Seneca West area remains largely unplatted and undeveloped
- Some platting occurred in 1972, and the future land use for the area consists of Single-Family low-density housing and Garden House Uses
- Land use for Seneca Estates Units 3 and 3B are established neighborhoods & should be maintained as residential areas
- Undeveloped tracts should be zoned R-1 (Single Family)

Master Plan, Section 11N Seneca West

- Consolidation of properties west of Seneca East subdivision is recommended to coordinate the development of property and utilities
- Existing zoning south of Grass Hill Drive should remain R-6 (Garden House)

Notification

- Letter mailed 33
- Received in favor 0
- Received in opposition 2
- Received undeliverable 3

Fiscal Impact

- The owner has paid all fees associated with this application
- The development of this area will generate both ad valorem and sales tax revenues

Recommendation

- At their July 23, 2024 meeting, the Planning and Zoning Commission recommended denial of this request
- 2 in favor
- 5 in opposition

Budget Public Hearing

Fiscal Year 2025

Crystal Caldera, PhD
City Manager
City Council Meeting
August 20, 2024

General Fund

Overview

- For FY 2025, we are projecting a fund balance in the General Fund of approximately
 - \$4,153,558 in the Capital Reserve Fund
 - \$1,250,000 in the Emergency Fund
 - Estimated total of \$5,403,558

Overview

- The Emergency Fund alone represents approximately less than 1 month of operating income
- The Emergency Fund was increased by \$250,000
- The combined fund balance (Emergency and Reserve) represents approximately 4.1 months of operating income

Overview

- As presented, the Fiscal Year 2025 General Fund budget is balanced
 - \$244,805 Revenue over (under) expenditures
 - \$95,000 ARP Interest gain on Texpool

Changes

- Moved one Police Officer to Police Forfeiture Fund
- Deleted part-time Impound Lot employee
- Allocated 10% of salary for three Parks Maintenance employees to Community Center Fund
- Deleted \$160,000 for Restrooms renovations in the Community Center Fund
- Increase Overtime by \$12,000 in the Special Events Department
- Deleted \$100,000 for Basketball Court Shade
- Added Microsoft 365 to the IT Department
- Insurance increase by 11%

Changes

- Made reductions to various other line items that was presented on the last meeting August 06, 2024.

Revenue Highlights

- Operating Revenues - \$14,323,329
 - An increase over FY 24 of \$738,422
- Transfers in for shared Personnel Services - \$1,974,448
- To fund the FY 2025 General Fund Budget, we are proposing a tax rate of \$0.484739 cents per \$100 of valuation

Revenue Highlights

Continued

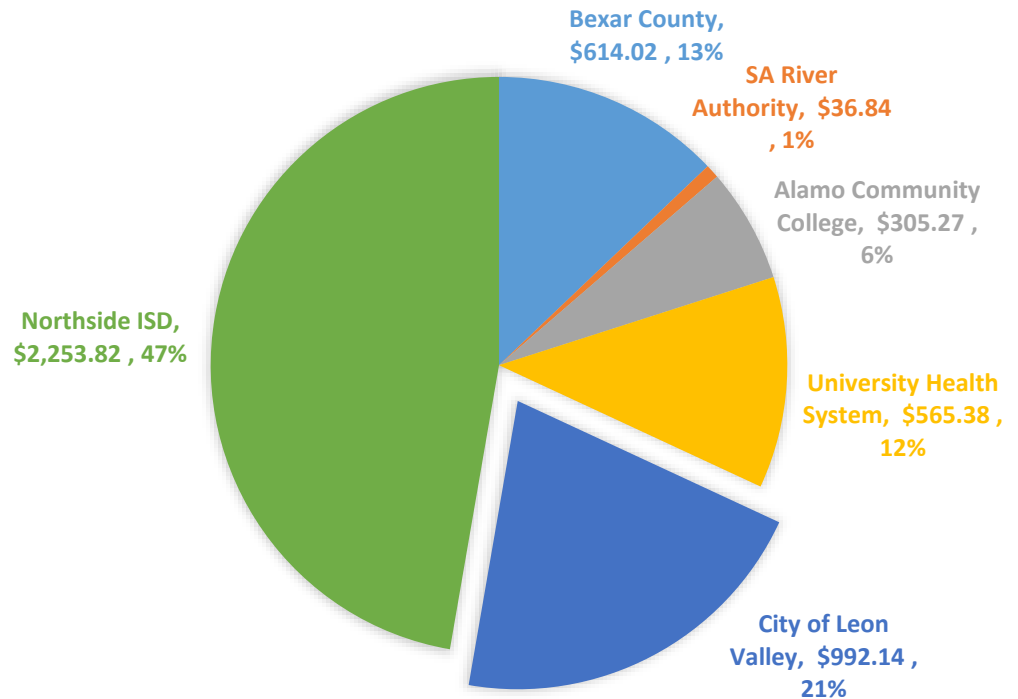
{Section}.72.

- 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 \$291,133 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

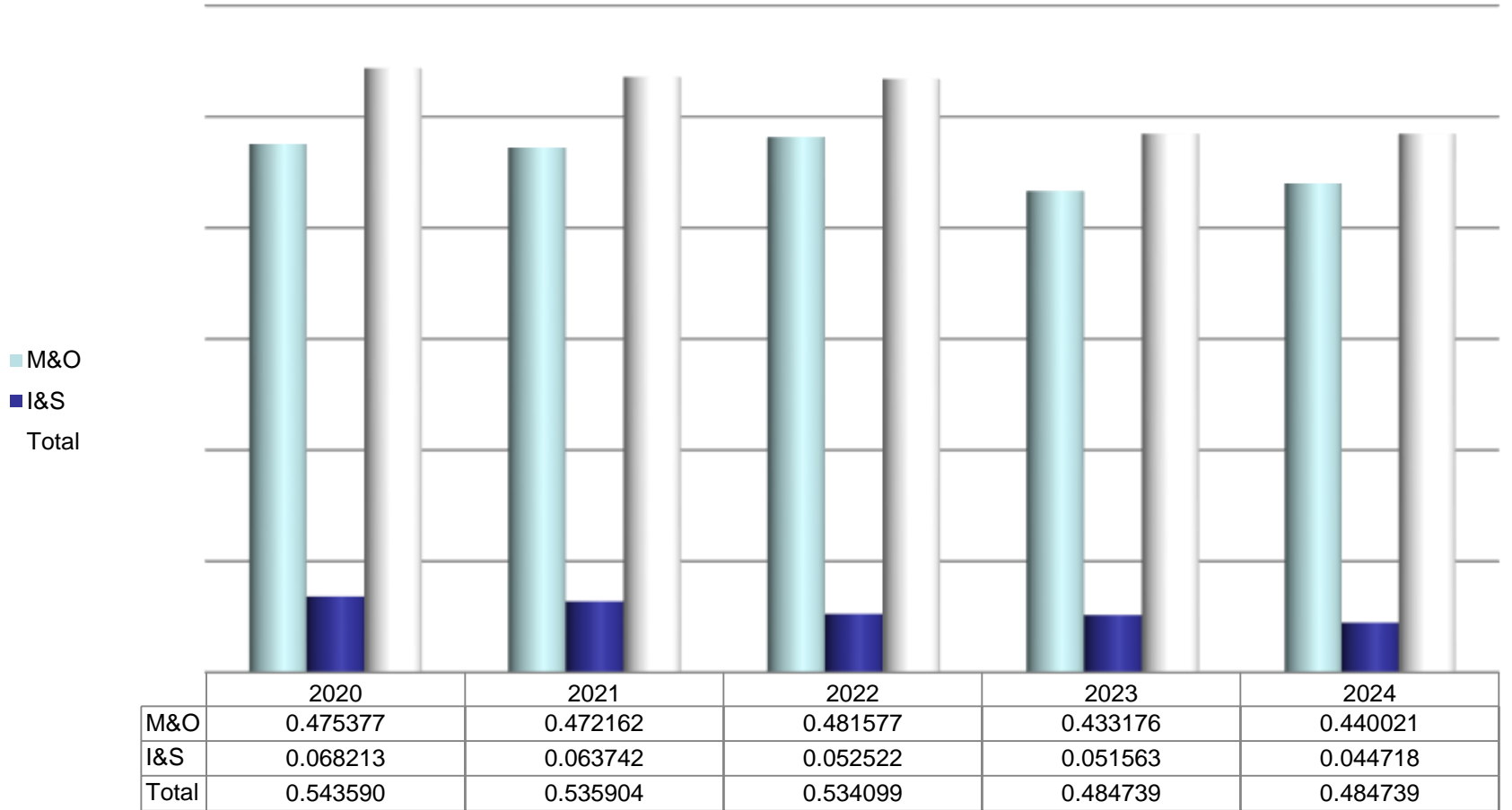
Average City of Leon Valley Levy:
\$1,088.83

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 Revenue

{Section}.72.

- Notable increases in the FY 25 budget for revenue are:
 - Ad Valorem
 - \$291,133
 - Building Permits
 - 261,795

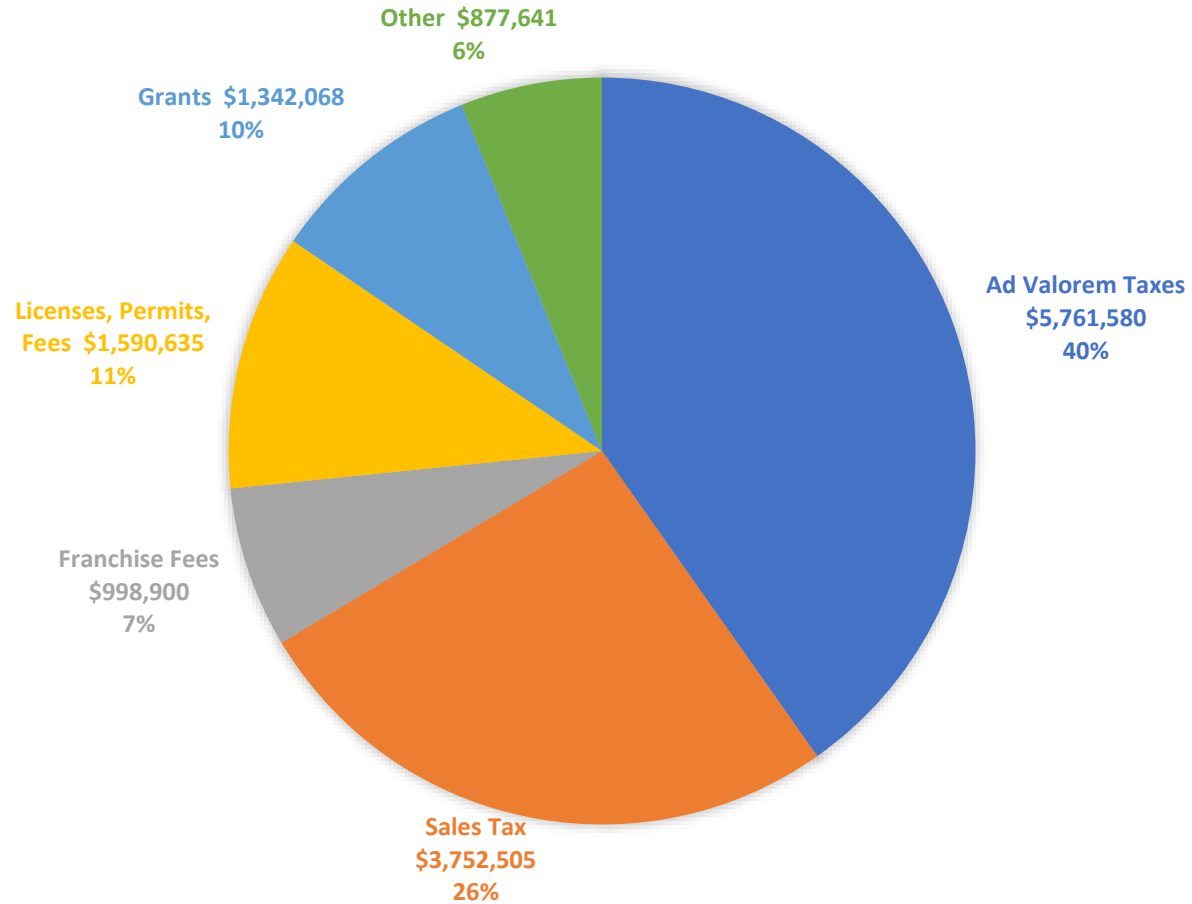
Projected Revenue

{Section}.72.

- Notable decreases in the FY 25 budget for revenue are:
 - Sales Tax
 - \$37,441
 - EMS Revenue
 - \$9,300

General Fund Revenue By Category

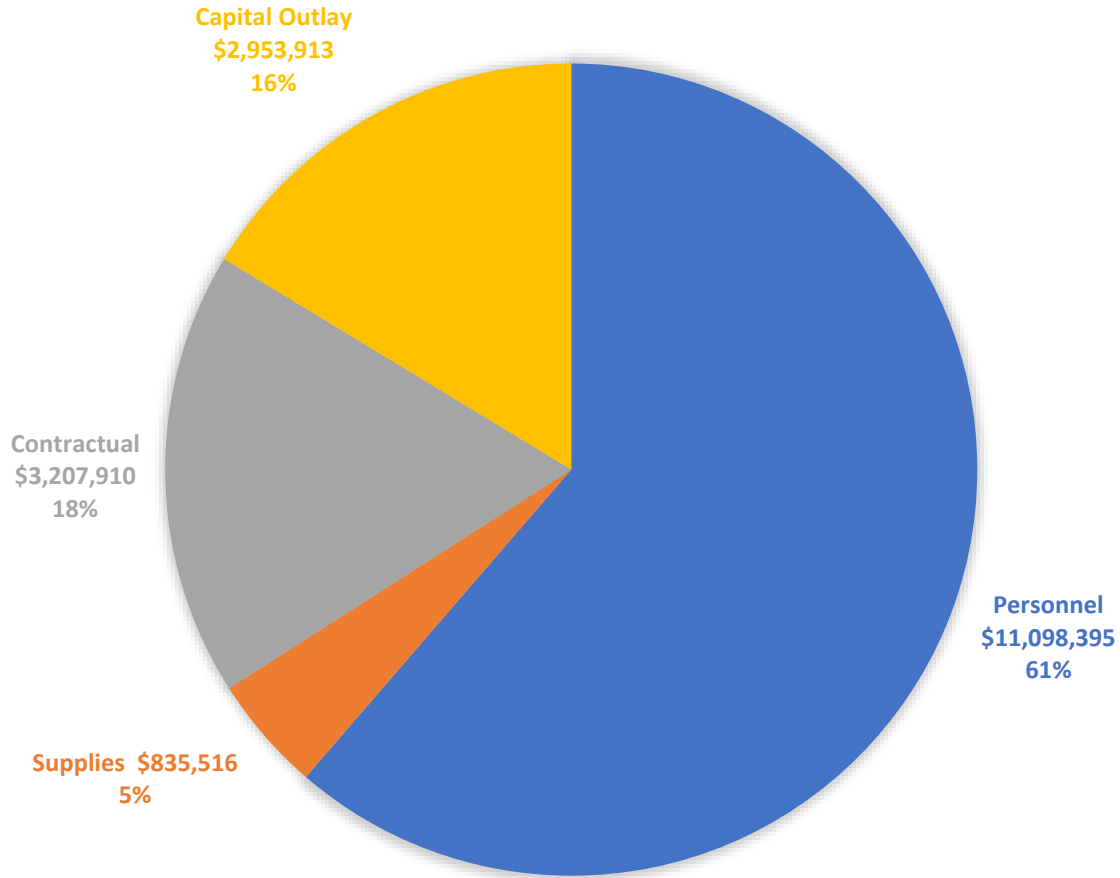
{Section}.72.



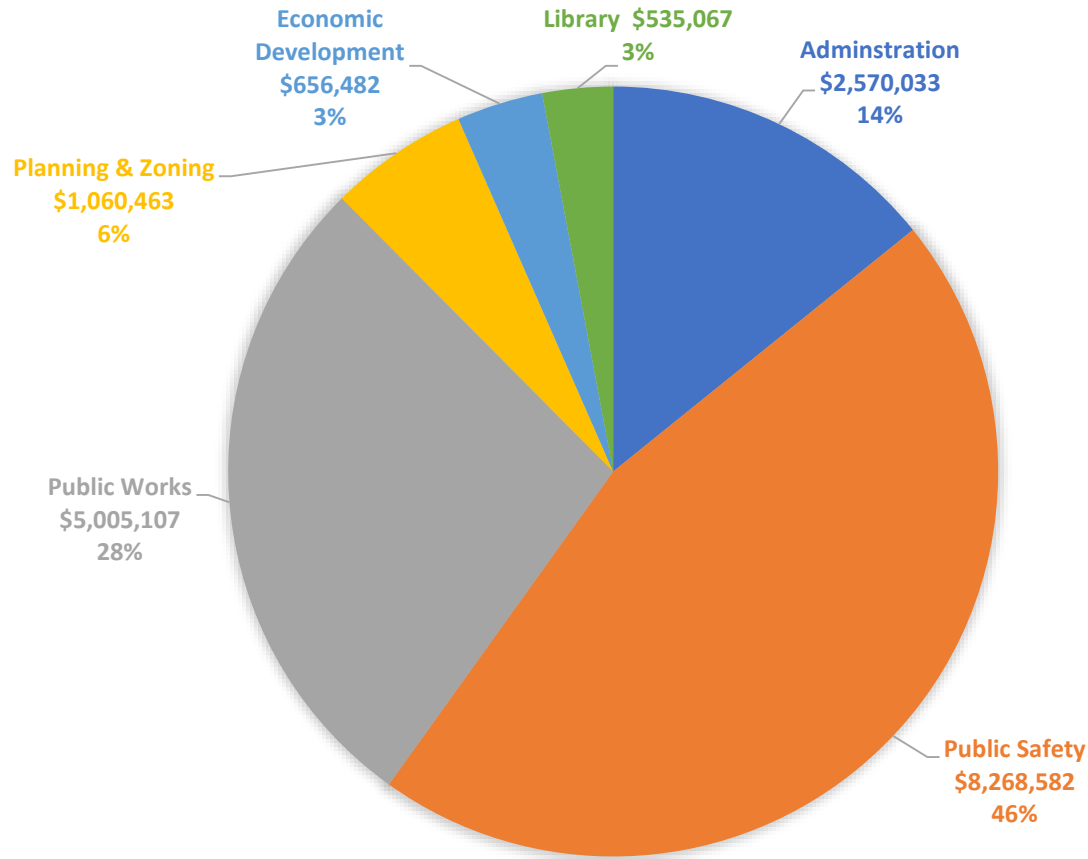
Expenditure Highlights

- Operating Expenditures - \$15,141,821
 - An increase of \$743,178
 - Personnel
 - Supplies
 - Contractual
- Capital Expenditures - \$2,953,913
 - A decrease of \$384,233

General Fund Expenditures by Category



General Fund Expenditures by Department



GENERAL FUND
SUMMARY OF REVENUES AND EXPENDITURES

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|--|---------------------|---------------------|----------------------|----------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| BEGINNING FUND BALANCE | \$ 4,835,254 | \$ 5,919,097 | \$ 5,919,097 | \$ 5,362,228 |
| Revenues | | | | |
| Ad Valorem Taxes | 5,450,281 | 5,470,447 | 5,470,447 | 5,761,580 |
| Sales Taxes | 3,806,901 | 3,789,946 | 3,759,669 | 3,752,505 |
| Franchise Fees | 1,182,224 | 1,001,820 | 996,372 | 998,900 |
| Licenses, Permits, Fees, Fines | 1,351,189 | 1,237,800 | 1,320,321 | 1,590,635 |
| Grants | 47,891 | 1,335,312 | 81,756 | 1,342,068 |
| Other | 903,034 | 749,582 | 812,922 | 877,641 |
| Total Revenues | 12,741,520 | 13,584,907 | 12,441,487 | 14,323,329 |
| Other Funding Sources | | | | |
| EDCD Fund Balance | - | - | 86,750 | - |
| Transfer in-ARP Funds | 377,974 | 330,000 | 330,000 | 360,286 |
| Transfer-Personnel Shared Services | 1,889,209 | 1,803,856 | 1,803,856 | 1,974,448 |
| 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 | 2,563,735 |
| TOTAL RESOURCES | \$15,008,703 | \$15,945,763 | \$ 14,889,093 | \$ 16,887,064 |
| Expenditures | | | | |
| Personnel Services | 9,340,823 | 10,366,434 | 10,366,434 | 11,098,395 |
| Supplies | 699,817 | 915,270 | 915,270 | 835,516 |
| Contractual Services | 2,435,925 | 3,116,939 | 3,116,939 | 3,207,910 |
| Capital Outlay | 12,984 | 3,338,146 | 1,047,319 | 2,953,913 |
| Total Expenditures | 12,489,549 | 17,736,789 | 15,445,962 | 18,095,734 |
| 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 | \$ 18,095,734 |
| ENDING FUND BALANCE | \$ 5,919,097 | \$ 4,128,071 | \$ 5,362,228 | \$ 4,153,558 |

**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

{Section}.72.

| | 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 | 5,711,580 |
| 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 | 5,761,580 |
| Sales Taxes | | | | |
| City Sales Tax | 3,356,178 | 3,332,946 | 3,289,054 | 3,289,054 |
| Alcoholic Beverage Sales Tax | 31,248 | 30,000 | 27,365 | 27,365 |
| Economic Development Sales Tax | 419,475 | 409,000 | 411,086 | 411,086 |
| Vehicle Inventory Tax | - | 18,000 | 32,164 | 25,000 |
| Total Sales Taxes | 3,806,901 | 3,789,946 | 3,759,669 | 3,752,505 |
| 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**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---------------------------------------|------------------|------------------|------------------|------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| Licenses, Fees and Fines | | | | |
| Building Department | 217,271 | 253,000 | 253,000 | 474,045 |
| 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 | 420,000 |
| Impound Lot Fees | 118,700 | 100,000 | 118,700 | 118,700 |
| 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 | 1,320,321 | 1,590,635 |
| 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**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------|----------------------|----------------------|----------------------|----------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| Other | | | | |
| Interest Income | 347,643 | 305,000 | 410,000 | 410,000 |
| EDCD Interest | 19,566 | 11,000 | 20,313 | 20,313 |
| T-Mobile 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 | 812,922 | 877,641 |
| TOTAL REVENUES | \$ 12,741,520 | \$ 13,584,907 | \$ 12,441,487 | \$ 14,323,329 |

**COURT
EXPENDITURES**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 193,194 | 201,753 | 201,753 | 214,435 |
| Retirement Plan | 36,988 | 40,310 | 40,310 | 41,858 |
| Group Insurance | 25,108 | 36,547 | 36,547 | 40,593 |
| 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 | 315,693 |
| SUPPLIES | | | | |
| Office Supplies | 1,054 | 1,500 | 1,500 | 1,500 |
| Operating Supplies | 4,653 | 7,430 | 7,430 | 7,465 |
| Repairs & Maintenance - Internal | 5 | 250 | 250 | - |
| Misc. Supplies | 806 | 2,160 | 2,160 | 2,276 |
| Total Supplies | 6,518 | 11,340 | 11,340 | 11,241 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 52,554 | 57,965 | 57,965 | 42,258 |
| 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 | 100,708 |
| TOTAL EXPENDITURES | \$ 384,749 | \$ 426,289 | \$ 426,289 | \$ 427,642 |

**FINANCE
EXPENDITURES**

{Section}.72.

| | 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 | 58,215 |
| Group Insurance | 21,886 | 27,410 | 27,410 | 30,445 |
| 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 | 410,534 |
| SUPPLIES | | | | |
| Office Supplies | 2,419 | 3,000 | 3,000 | 3,000 |
| Operating Supplies | 997 | 2,800 | 2,800 | 3,700 |
| Misc. Supplies | - | 1,000 | 1,000 | 1,000 |
| Total Supplies | 3,416 | 6,800 | 6,800 | 7,700 |
| 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 | \$ 498,204 |

**CITY MANAGER & COUNCIL
EXPENDITURES**

{Section}.72.

| | 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 | 95,872 |
| Group Insurance | 38,272 | 36,547 | 36,547 | 40,593 |
| 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 | 672,174 |
| SUPPLIES | | | | |
| Operating Supplies | 28,578 | 23,150 | 23,150 | 16,350 |
| Repairs & Maintenance - Internal | - | 2,000 | 2,000 | - |
| Misc. Supplies | 1,203 | - | - | - |
| Employee Award Program | 1,161 | 4,800 | 4,800 | 4,800 |
| Coronavirus Expenses | - | - | - | - |
| Total Supplies | 30,942 | 29,950 | 29,950 | 21,150 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 5,810 | 34,394 | 34,394 | 21,882 |
| 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 | 329,492 |
| 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 | \$ 1,022,816 |



**INFORMATION TECHNOLOGY
EXPENDITURES**

{Section}.72.

| | 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 | 17,462 |
| Group Insurance | 3,472 | 9,137 | 9,137 | 10,148 |
| 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 | 124,163 |
| SUPPLIES | | | | |
| Office Supplies | 965 | 1,000 | 1,000 | 1,500 |
| Operating Supplies | 114 | 6,500 | 6,500 | 23,500 |
| Repairs & Maintenance - Internal | 2,714 | 5,500 | 5,500 | 3,500 |
| Total Supplies | 3,793 | 13,000 | 13,000 | 28,500 |
| CONTRACTUAL | | | | |
| Professional Services | - | - | - | - |
| Contractual Services | 181,016 | 163,647 | 163,647 | 252,461 |
| 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 | 2,000 |
| Memberships, Dus & Licenses | - | 175 | 175 | 1,000 |
| Tota Cotractual Services | 193,705 | 183,122 | 183,122 | 261,611 |
| CAPITAL OUTLAY | | | | |
| Other Machinery & Equipment | - | - | - | 34,500 |
| Total Capital Outlay | - | - | - | 34,500 |
| TOTAL EXPENDITURES | \$ 251,955 | \$ 315,718 | \$ 315,718 | \$ 448,774 |

Information Technology Capital

{Section}.72.

| <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) - Public Works | New | New | 6,500 |
| TOTAL BY FISCAL YEAR | | | \$ 34,500 |

**POLICE
EXPENDITURES**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 1,727,833 | 2,018,077 | 2,018,077 | 2,120,420 |
| Retirement Plan | 373,770 | 443,745 | 443,745 | 460,282 |
| Group Insurance | 194,595 | 283,241 | 283,241 | 314,597 |
| Worker Compensation | 48,765 | 50,722 | 50,722 | 53,759 |
| Physical Examinations | - | - | - | - |
| Unemployment Compensation | - | - | - | - |
| Overtime | 142,345 | 95,000 | 95,000 | 95,000 |
| Social Security | 143,087 | 170,201 | 170,201 | 180,387 |
| Clothing Allowance | 28,043 | 30,000 | 30,000 | 30,000 |
| Standby | 5,720 | 6,240 | 6,240 | 15,600 |
| Special Pay | 4,060 | 7,930 | 7,930 | 13,650 |
| Certification Pay | 57,848 | 67,600 | 67,600 | 83,330 |
| Longevity Pay | 20,021 | 20,305 | 20,305 | 15,582 |
| Total Personnel Services | 2,746,088 | 3,193,061 | 3,193,061 | 3,382,607 |
| SUPPLIES | | | | |
| Office Supplies | 3,153 | 5,000 | 5,000 | 5,850 |
| Operating Supplies | 121,775 | 75,000 | 75,000 | 77,200 |
| Repairs & Maintenance- Internal | 6,737 | - | - | - |
| Misc. Supplies | 39,091 | 35,000 | 35,000 | 29,450 |
| Blue Santa | 268 | 4,200 | 4,200 | 4,800 |
| Total Supplies | 171,024 | 119,200 | 119,200 | 117,300 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 31,028 | 15,000 | 15,000 | 11,876 |
| Contractual Services | 119,754 | 52,678 | 52,678 | 74,428 |
| 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 | 5,000 |
| 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 | 269,203 |
| CAPITAL OUTLAY | | | | |
| Vehicles | - | - | - | 65,000 |
| Total Capital Outlay | - | - | - | 65,000 |
| TOTAL EXPENDITURES | \$ 3,201,140 | \$ 3,542,439 | \$ 3,542,439 | \$ 3,834,110 |



Police Capital

{Section}.72.

| <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}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 72,781 | 75,943 | 75,943 | 79,122 |
| Retirement Plan | 15,767 | 16,646 | 16,646 | 16,909 |
| Group Insurance | 8,395 | 9,137 | 9,137 | 10,148 |
| Worker Compensation | - | 1,918 | 1,918 | 1,995 |
| Social Security | 5,889 | 6,373 | 6,373 | 6,627 |
| Clothing Allowance | - | 1,000 | 1,000 | 1,000 |
| Standby | - | - | - | 3,120 |
| Special Pay | 3,120 | 3,120 | 3,120 | - |
| Certification Pay | 3,250 | 3,250 | 3,250 | 3,380 |
| Longevity Pay | 4,972 | 5,115 | 5,115 | 5,247 |
| Total Personnel Services | 114,174 | 122,502 | 122,502 | 127,548 |
| 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 | \$ 140,920 |

**FIRE
EXPENDITURES**

{Section}.72.

| | 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 | 452,751 |
| Group Insurance | 221,824 | 237,557 | 237,557 | 284,152 |
| Worker Compensation | 56,373 | 53,508 | 53,508 | 60,320 |
| 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 | 177,436 |
| 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 | 145,080 |
| Longevity Pay | 16,309 | 18,770 | 18,770 | 19,418 |
| Total Personnel Services | 3,013,017 | 2,951,820 | 2,951,820 | 3,329,494 |
| SUPPLIES | | | | |
| Office Supplies | 5,776 | 7,500 | 7,500 | 4,000 |
| Operating Supplies | 82,814 | 132,000 | 132,000 | 128,700 |
| 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 | 227,500 |
| 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 | 3,000 |
| Repairs and Maintenance - External | 88,579 | 100,000 | 100,000 | 70,000 |
| 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 | 341,434 |
| CAPITAL OUTLAY | | | | |
| Vehicles | - | 330,000 | 330,000 | 265,125 |
| Lease Purchase | - | - | - | - |
| Other Machinery & Equipment | - | 32,000 | 32,000 | 130,000 |
| Improvements | - | - | - | - |
| Total Capital Outlay | - | 362,000 | 362,000 | 395,125 |
| TOTAL EXPENDITURES | \$ 3,366,956 | \$ 3,900,408 | \$ 3,900,408 | \$ 4,293,553 |



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 |
| Ambulance with Power Load System (M159B) | 2014 | APR | 265,125 |
| TOTAL FIRE DEPARTMENT | | | \$ 395,125 |

**PUBLIC WORKS
EXPENDITURES**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 921,488 | 1,100,199 | 1,100,199 | 1,178,546 |
| Retirement Plan | 184,619 | 235,139 | 235,139 | 245,139 |
| Group Insurance | 144,037 | 182,736 | 182,736 | 213,114 |
| Worker Compensation | 24,727 | 24,125 | 24,125 | 25,752 |
| Unemployment Compensation | 848 | - | - | - |
| Overtime | 30,980 | 60,000 | 60,000 | 60,000 |
| Social Security | 71,425 | 90,031 | 90,031 | 96,071 |
| Special Pay | - | - | - | - |
| Certification Pay | 11,875 | 15,070 | 15,070 | 17,290 |
| Longevity Pay | 20,636 | 22,782 | 22,782 | 20,947 |
| Total Personnel Services | 1,410,635 | 1,730,082 | 1,730,082 | 1,856,860 |
| SUPPLIES | | | | |
| Office Supplies | 3,817 | 3,000 | 3,000 | 3,000 |
| Operating Supplies | 76,530 | 102,320 | 102,320 | 75,540 |
| Repairs & Maintenance - Internal | 32,477 | 44,815 | 44,815 | 28,500 |
| Misc. Supplies | 18,212 | 42,500 | 42,500 | 32,500 |
| Total Supplies | 131,036 | 192,635 | 192,635 | 139,540 |
| 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 | 70,000 |
| 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 | 490,568 |
| 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 | \$ 2,521,968 |



Public Works Capital

{Section}.72.

| <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}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 177,687 | 201,632 | 201,632 | 156,694 |
| Retirement Plan | 33,265 | 40,286 | 40,286 | 30,587 |
| Group Insurance | 22,222 | 27,410 | 27,410 | 20,297 |
| Worker Compensation | 1,056 | 357 | 357 | 278 |
| Overtime | 30 | - | - | - |
| Social Security | 12,839 | 15,425 | 15,425 | 11,987 |
| Other Benefits | - | - | - | - |
| Longevity Pay | - | 200 | 200 | 320 |
| Total Personnel Services | 247,099 | 285,310 | 285,310 | 220,162 |
| SUPPLIES | | | | |
| Office Supplies | 713 | 2,000 | 2,000 | 2,000 |
| 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 | 7,300 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 121,883 | 275,195 | 275,195 | 527,261 |
| Contractual Services | 9,059 | 50,400 | 50,400 | 280,000 |
| 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 | 833,001 |
| CAPITAL OUTLAY | | | | |
| Improvements | - | - | - | - |
| Total Capital Outlay | - | - | - | - |
| TOTAL EXPENDITURES | \$ 384,342 | \$ 649,789 | \$ 649,789 | \$ 1,060,463 |



**ECONOMIC & COMMUNITY DEVELOPMENT
EXPENDITURES**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 91,883 | 106,363 | 106,363 | 132,242 |
| Retirement Plan | 17,364 | 31,543 | 31,543 | 25,814 |
| Group Insurance | 2,269 | 13,705 | 13,705 | 12,676 |
| Worker Compensation | 485 | 280 | 280 | 234 |
| Liability Insurance | - | - | - | - |
| Social Security | 6,692 | 12,077 | 12,077 | 10,116 |
| Car Allowance | - | 1,500 | 1,500 | - |
| Other Benefits | - | 6,006 | 6,006 | - |
| Longevity Pay | - | 666 | 666 | 158 |
| Shared Services | - | - | - | - |
| Total Personnel Services | 118,694 | 172,140 | 172,140 | 181,239 |
| 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 | 127,711 |
| 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 | 236,768 |
| CAPITAL OUTLAY | | | | |
| Peg Funds | - | - | - | 225,000 |
| Total Capital Outlay | - | - | - | 225,000 |
| TOTAL EXPENDITURES | \$ 288,638 | \$ 505,191 | \$ 505,191 | \$ 656,482 |

Economic Development Capital

{Section}.72.

| <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**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Retirement Plan | 7,910 | 4,596 | 4,596 | 8,308 |
| Overtime | 27,558 | 23,000 | 23,000 | 39,600 |
| Social Security | 3,117 | 1,760 | 1,760 | 3,029 |
| Total Personnel Services | 38,584 | 29,356 | 29,356 | 50,937 |
| SUPPLIES | | | | |
| Advertising | 2,939 | 3,000 | 3,000 | 3,000 |
| 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 | - | - | - | 5,000 |
| Total Supplies | 95,478 | 115,250 | 115,250 | 121,660 |
| TOTAL EXPENDITURES | \$ 134,063 | \$ 144,606 | \$ 144,606 | \$ 172,597 |

**PARK & RECREATION
EXPENDITURES**

{Section}.72.

| | 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 | 39,300 |
| Repairs & Maintenance - Internal | 17,860 | 47,500 | 47,500 | 29,500 |
| Misc. Supplies | 1,534 | 29,500 | 29,500 | 11,500 |
| Total Supplies | 43,342 | 122,000 | 122,000 | 80,600 |
| 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 | 2,159,288 |
| Total Capital Outlay | - | 2,584,243 | 293,416 | 2,199,288 |
| TOTAL EXPENDITURES | \$ 233,812 | \$ 3,154,343 | \$ 863,516 | \$ 2,483,139 |

Parks Capital

{Section}.72.

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 24-25</i> |
|-------------------------|-------------------------|----------------------|---------------------|
| Hike & Bike Trail Seg 2 | New | New | 2,159,288 |
| Mower/Shredder | New | New | 40,000 |
| TOTAL PARKS | | | \$ 2,199,288 |

**LIBRARY
EXPENDITURES**

{Section}.72.

| | 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 | 56,836 |
| Group Insurance | 25,719 | 45,684 | 45,684 | 50,741 |
| 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 | 426,985 |
| SUPPLIES | | | | |
| Office Supplies | 1,934 | 3,000 | 3,000 | 1,350 |
| Operating Supplies | 5,255 | 4,000 | 4,000 | 21,600 |
| Repairs & Maintenance - Internal | - | 1,000 | 1,000 | 1,000 |
| Misc. Supplies | 12,088 | 10,500 | 10,500 | - |
| Library Supplies | 20,610 | 28,820 | 28,820 | 31,300 |
| Gifts and Memorials | 248 | 1,000 | 1,000 | 1,000 |
| Total Supplies | 40,135 | 48,320 | 48,320 | 56,250 |
| 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 | 3,000 |
| 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 | 51,832 |
| 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 | \$ 535,067 |

Enterprise Fund

Overview

{Section}.72.

- Budget is Balanced
- Operating Revenues
 - \$5,262,850
 - Non-Operating Revenues
 - \$172,166
 - Grants
 - \$1,300,000
- Operating Expenses
 - \$3,652,058

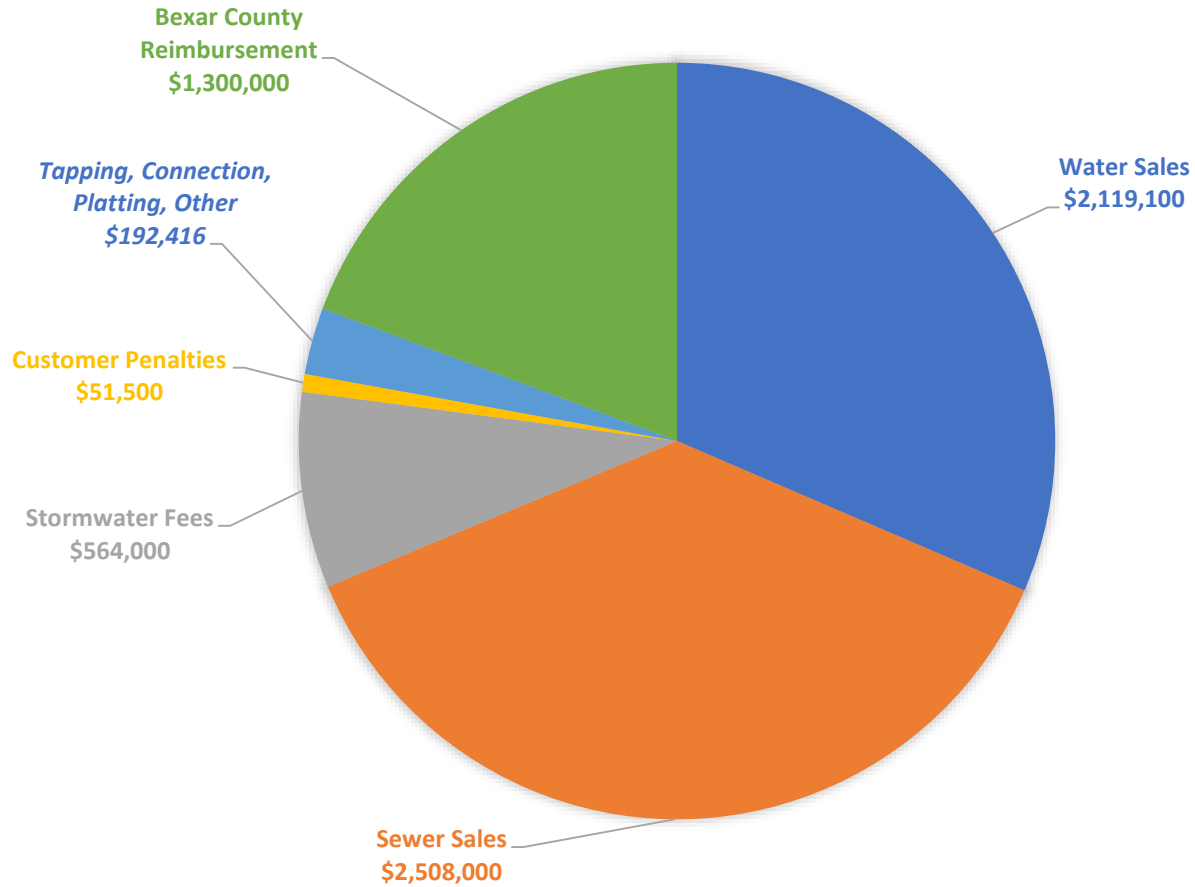
Overview

{Section}.72.

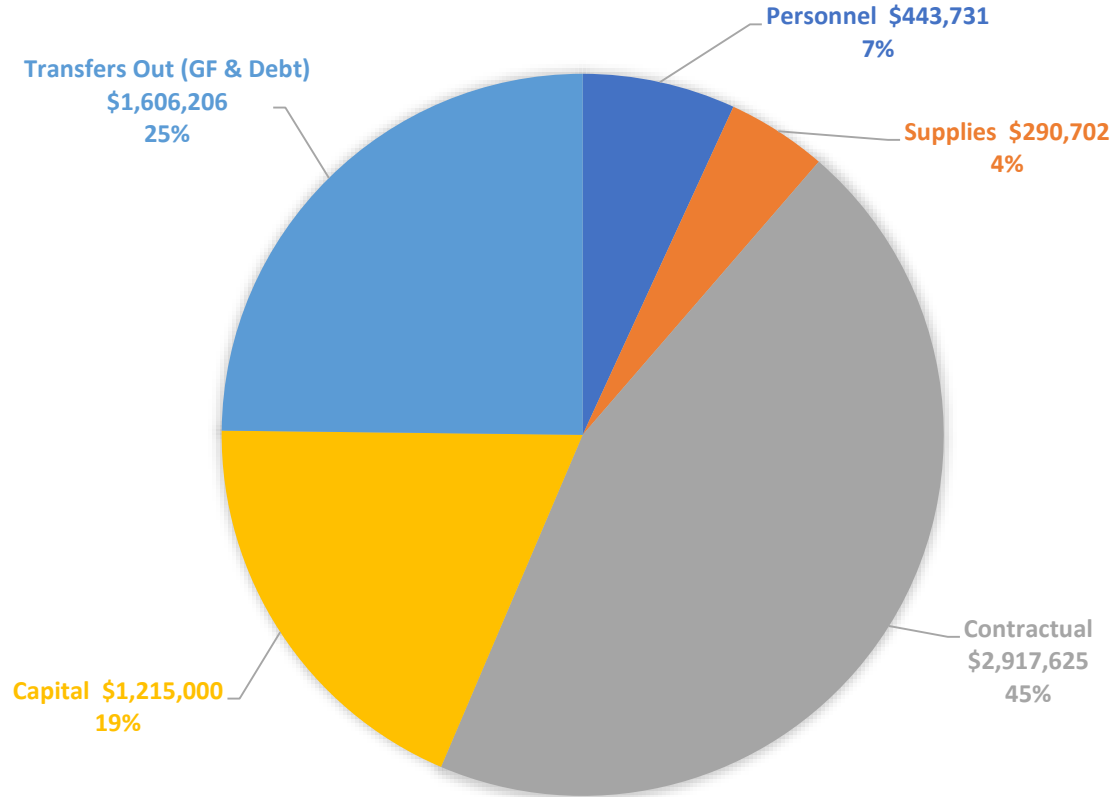
- Transfer Out for Debt Service
 - \$107,863
- Transfer Out for Personnel Services
 - \$1,498,343
- Capital
 - \$1,215,000

Enterprise Fund Revenue by Category

{Section}.72.



Enterprise Fund Expenses by Category



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

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 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 | 1,260,345 | 1,191,607 |
| Sewer System | 1,793,876 | 2,263,872 | 2,263,872 | 2,275,650 |
| Stormwater | 89,097 | 175,600 | 175,600 | 184,800 |
| Depreciation | 402,937 | - | - | - |
| TOTAL OPERATING EXPENSES | 3,094,675 | 3,704,267 | 3,699,817 | 3,652,058 |
| NET OPERATING INCOME (LOSS) | 2,121,359 | 1,556,105 | 1,539,409 | 1,610,792 |
| NON-OPERATING REVENUES (EXPENSES) | | | | |
| Interest Income and Other | 231,875 | 60,500 | 60,500 | 1,472,166 |
| Transfer in from ARP Fund | - | - | - | - |
| 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) | (1,498,343) |
| Transfer out to Capital | (535,648) | - | - | - |
| TOTAL NON-OPERATING REVENUES (EXPENSES) | 367,759 | (1,201,128) | (1,201,128) | (134,040) |
| NET INCOME (LOSS) | 2,489,118 | 354,977 | 338,281 | 1,476,753 |
| CHANGES IN WORKING CAPITAL | | | | |
| NET INCOME (LOSS) | 2,489,118 | 354,977 | 338,281 | 1,476,753 |
| 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 | (2,137,335) | (2,154,031) | 261,753 |
| BEGINNING FUND BALANCE | 991,851 | 3,480,969 | 3,480,969 | 1,326,938 |
| *ENDING FUND BALANCE | \$ 3,480,969 | \$ 1,343,634 | \$ 1,326,938 | \$ 1,588,690 |

**WATER
EXPENSES**

{Section}.72.

| | 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 | 45,395 |
| Group Insurance | 36,277 | 36,547 | 36,547 | 40,593 |
| 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 | 348,921 |
| SUPPLIES | | | | |
| Office Supplies | 607 | 3,000 | 2,000 | 2,000 |
| Operating Supplies | 14,002 | 39,000 | 40,550 | 50,550 |
| Repairs & Maintenance - Internal | 38,385 | 136,400 | 136,400 | 140,000 |
| Misc. Supplies | 16,746 | 15,000 | 10,000 | 15,000 |
| Water Conservation Program | - | 2,000 | 2,000 | 2,000 |
| Total Supplies | 69,741 | 195,400 | 190,950 | 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 | \$ 1,840,345 | \$ 1,906,607 |



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 | | | 715,000 |

**SEWER
EXPENSES**

{Section}.72.

| | 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 | 12,495 |
| Group Insurance | 10,703 | 9,137 | 9,137 | 10,148 |
| 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 | 94,809 |
| 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 | \$ 2,775,650 |



Sewer Capital

{Section}.72.

| <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 | | | 500,000 |

**STORMWATER
EXPENSES**

{Section}.72.

| | 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 |
| Miscellaneous Supplies | - | - | - | 6,000 |
| Total Supplies | 7,356 | 20,000 | 20,000 | 28,000 |
| 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 | \$ 184,800 |

Red Light Camera

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

{Section}.72.

| | 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 | 2,080,051 |
| 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 | 2,317,791 |
| Other Funding Sources | | | | |
| ARP Funds | - | - | - | - |
| Total Other Funding Sources | - | - | - | - |
| TOTAL RESOURCES | \$ 3,232,569 | \$ 3,198,019 | \$ 3,314,147 | \$ 2,802,380 |
| Expenditures | | | | |
| Personnel Services | 815,971 | 940,485 | 940,485 | 881,983 |
| Supplies | 5,646 | 12,950 | 12,950 | 46,275 |
| 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 | 1,980,061 |
| Other Financing Uses | | | | |
| Shared Personnel Services to GF-RLC | 326,574 | 342,558 | 342,558 | 370,264 |
| Transfer to Capital-Traffic Safety | 126,000 | - | - | - |
| Total Other Financing Uses | 452,574 | 342,558 | 342,558 | 370,264 |
| TOTAL EXPENDITURES | \$ 2,155,422 | \$ 2,829,558 | \$ 2,829,558 | \$ 2,350,325 |
| ENDING FUND BALANCE | \$ 1,077,147 | \$ 368,461 | \$ 484,589 | \$ 452,055 |

**RED LIGHT CAMERA
EXPENDITURES**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 402,619 | 415,024 | 415,024 | 432,204 |
| Retirement Plan | 81,203 | 89,204 | 89,204 | 89,927 |
| Group Insurance | 36,326 | 54,821 | 54,821 | 60,890 |
| Worker Compensation | 20,364 | 10,280 | 10,280 | 10,606 |
| Unemployment Compensation | - | - | - | - |
| Overtime | 2,283 | - | - | - |
| Social Security | 30,141 | 34,155 | 34,155 | 35,243 |
| Clothing Allowance | - | 5,700 | 5,700 | 6,000 |
| Stand - By | 3,120 | 6,240 | 6,240 | 3,120 |
| Special Pay | - | - | - | - |
| Certification Pay | 18,690 | 19,500 | 19,500 | 19,370 |
| Longevity Pay | 6,583 | 7,335 | 7,335 | 6,794 |
| Shared Services General Fund | - | - | - | - |
| Total Personnel Services | 601,327 | 642,258 | 642,258 | 664,154 |
| 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 | \$ 1,580,524 |

**TRAFFIC SAFETY
EXPENDITURES**

{Section}.72.

| | 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 | 29,737 |
| Group Insurance | 17,203 | 27,410 | 27,410 | 20,297 |
| 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 | 217,830 |
| SUPPLIES | | | | |
| Office Supplies | - | 300 | 300 | 500 |
| Operating Supplies | - | 9,000 | 9,000 | 19,900 |
| Repairs and Maintenance - Int | 721 | - | - | - |
| Misc. Supplies | 1,455 | 500 | 500 | 17,325 |
| Total Supplies | 2,175 | 9,800 | 9,800 | 37,725 |
| 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 | \$ 399,538 |



Traffic Safety Capital

| <i>Item</i> | Acquisition Date | <i>Purchase Type</i> | FY 24-25 |
|-----------------------------------|-------------------------|----------------------|------------------|
| 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}.72.

| | ACTUAL 2022-2023 | BUDGET 2023-2024 | ESTIMATED 2023-2024 | BUDGET 2024-2025 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| BEGINNING FUND BALANCE | \$ 5,071 | \$ 159,946 | \$ 159,946 | \$ 176,259 |
| Revenues | | | | |
| ARP | 2,326,376 | - | 381,738 | 184,027 |
| Interest | 69,354 | - | 16,313 | - |
| Total Revenue | 2,395,729 | - | 398,051 | 184,027 |
| Other Funding Sources | | | | |
| Transfers In | 382,582 | - | - | - |
| Total Other Funding Sources | 382,582 | - | - | - |
| TOTAL RESOURCES | \$ 2,783,382 | \$ 159,946 | \$ 557,997 | \$ 360,286 |
| Expenditures | | | | |
| Personnel Services | - | - | - | - |
| Supplies | - | - | - | - |
| Contractual Services | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Total Expenditures | - | - | - | - |
| Other Financing Uses | | | | |
| Transfers Out | 377,974 | 646,863 | 381,738 | 360,286 |
| Transfer to Capital | 2,245,463 | - | - | - |
| Total Other Financing Uses | 2,623,437 | 646,863 | 381,738 | 360,286 |
| TOTAL EXPENDITURES | \$ 2,623,437 | \$ 646,863 | \$ 381,738 | \$ 360,286 |
| ENDING FUND BALANCE | \$ 159,946 | \$ (486,917) | \$ 176,259 | \$ - |

Crime Control and Prevention District

Crime Control and Prevention Budget Overview

- Budget is Balanced
 - Operating Revenues - \$431,667
 - Operating Expenditures -\$277,223
- 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}.72.

| | ACTUAL 2022-2023 | BUDGET 2023-2024 | ESTIMATED 2023-2024 | BUDGET 2024-2025 |
|------------------------------------|---------------------|---------------------|------------------------|---------------------|
| BEGINNING FUND BALANCE | \$508,227 | \$624,621 | \$624,621 | \$703,105 |
| Revenues | | | | |
| Crime Control Sales Tax | 415,913 | 403,800 | 407,595 | 407,595 |
| Interest | 15,781 | 5,000 | 23,600 | 24,072 |
| Miscellaneous | 3,201 | - | - | - |
| Total Revenue | 434,895 | 408,800 | 431,195 | 431,667 |
| Other Funding Sources | | | | |
| ARP Funds | - | - | - | - |
| Total Other Funding Sources | - | - | - | - |
| TOTAL RESOURCES | \$ 943,122 | \$ 1,033,421 | \$ 1,055,815 | \$ 1,134,771 |
| Expenditures | | | | |
| Personnel Services | 245,354 | 261,960 | 261,960 | 266,651 |
| Supplies | - | - | - | - |
| Contractual Services | - | 10,100 | 10,100 | 10,572 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 245,354 | 272,060 | 272,060 | 277,223 |
| Other Financing Uses | | | | |
| Shared Personal Services to GF | 73,147 | 80,651 | 80,651 | 84,065 |
| Total Other Financing Uses | 73,147 | 80,651 | 80,651 | 84,065 |
| TOTAL EXPENDITURES | \$ 318,501 | \$ 352,711 | \$ 352,711 | \$ 361,288 |
| ENDING FUND BALANCE | \$ 624,621 | \$ 680,710 | \$ 703,105 | \$ 773,483 |

**CRIME CONTROL DISTRICT
EXPENDITURES**

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 118,882 | 138,996 | 138,996 | 144,818 |
| Retirement Plan | 32,903 | 37,068 | 37,068 | 36,717 |
| Group Insurance | 20,894 | 18,274 | 18,274 | 20,297 |
| 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 | 266,651 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | - | - | - | - |
| Contractual Services | - | 10,100 | 10,100 | 10,572 |
| Total Contractual Services | - | 10,100 | 10,100 | 10,572 |
| TOTAL EXPENDITURES | \$ 245,354 | \$ 272,060 | \$ 272,060 | \$ 277,223 |

Community Center Fund

Community Center Budget Overview

- Budget is Balanced
- Operating Revenues
 - \$161,360
- Operating Expenditures
- \$155,110
- Shared Personnel Services Transfer out
- \$21,777

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

{Section}.72.

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 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 | 93,284 |
| Supplies | 997 | 8,000 | 8,000 | 11,725 |
| Contractual Services | 35,438 | 59,350 | 59,350 | 50,101 |
| Capital Outlay | - | 60,000 | 60,000 | - |
| Total Expenditures | 115,822 | 216,688 | 216,688 | 155,110 |
| Other Financing Uses | | | | |
| Shared Personnal Services to GF | - | - | - | 21,777 |
| Total Other Financing Uses | - | - | - | 21,777 |
| TOTAL EXPENDITURES | \$ 115,822 | \$ 216,688 | \$ 216,688 | \$ 176,887 |
| ENDING FUND BALANCE | \$ 254,684 | \$ 193,450 | \$ 196,846 | \$ 181,319 |

**COMMUNITY/CONFERENCE CENTER
EXPENDITURES**

{Section}.72.

| | 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 | 13,113 |
| Group Insurance | 6,360 | 6,853 | 6,853 | 7,611 |
| 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 | 93,284 |
| 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 | - |
| Other Machinery & Equipment | - | - | - | - |
| Total Capital Outlay | - | 60,000 | 60,000 | - |
| TOTAL EXPENDITURES | \$ 115,822 | \$ 216,688 | \$ 216,688 | \$ 155,110 |



Street Maintenance Tax Fund

**STREET MAINTENANCE
SUMMARY OF REVENUES AND EXPENDITURES**

{Section}.72.

| | ACTUAL 2022-2023 | BUDGET 2023-2024 | ESTIMATED 2023-2024 | BUDGET 2024-2025 |
|-------------------------------|---------------------|---------------------|------------------------|---------------------|
| BEGINNING FUND BALANCE | \$1,168,919 | \$1,820,388 | \$1,820,388 | \$1,962,558 |
| Revenues | | | | |
| Street Sales Taxes | 838,949 | 798,000 | 822,170 | 822,170 |
| Interest | 44,160 | 30,000 | 40,000 | 40,800 |
| Total Revenue | 883,110 | 828,000 | 862,170 | 862,970 |
| TOTAL RESOURCES | \$ 2,052,029 | \$ 2,648,388 | \$ 2,682,558 | \$ 2,825,528 |
| Expenditures | | | | |
| Personnel Services | - | - | - | - |
| Supplies | - | - | - | - |
| Contractual Services | 231,641 | 720,000 | 720,000 | 2,825,528 |
| Total Expenditures | 231,641 | 720,000 | 720,000 | 2,825,528 |
| TOTAL EXPENDITURES | \$ 231,641 | \$ 720,000 | \$ 720,000 | \$ 2,825,528 |
| ENDING FUND BALANCE | \$ 1,820,388 | \$ 1,928,388 | \$ 1,962,558 | \$ - |

Special Revenue Funds

Special Revenue Funds

- Grant Fund - \$12,268
 - Law Enforcement Officer Standards and Education (LEOSE) Funds Law Enforcement Training
- Building Security Fund - \$10,000
 - Court Bailiff
- Child Safety Fund - \$7,118
 - School Crossing Guard Program
- Municipal Court Technology - \$17,000
 - Court Technology Related Items
- Debt Service - \$691,763
- Police Forfeiture
 - \$127,873

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

- The proposed budget includes funding for the City's Medical Insurance Program which provides medical, dental, vision and life insurance coverage
- The program provides medical insurance to employees at no cost
- Dependent insurance cost is paid for by the employee
- Funds the retirement at 19.52% effective January 1, 2025

Personnel

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

Next Steps

- Formal Adoption of the Tax Rate
 - August 20, 2024

Budget Public Hearing

Fiscal Year 2025

Crystal Caldera, PhD
City Manager
City Council Meeting
August 20, 2024

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.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 20th day of August, 2024.

APPROVED

CHRIS RILEY
MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

ARTURO D. "ART" RODRIGUEZ
City Attorney

PROPOSED ANNUAL OPERATING BUDGET

FY 2025



**City of Leon Valley, Texas
Annual Operating Budget
Fiscal Year 2024-2025**

Section 102.005(b) of the Texas Local Government Code, adopted in September 2007, requires any budget adopted after September 2007 to include the following language on a cover page:

"This budget will raise more revenue from property taxes than last year's budget by an amount of \$291,133, which is a 5.37 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$10,664"

LEON VALLEY CITY COUNCIL



MAYOR
CHRIS RILEY



PLACE 1
BENNY MARTINEZ



MAYOR PRO-TEMP
PHILIP CAMPOS



PLACE 4
REY OROZCO



PLACE 5
WILL BRADSHAW

CITY OF LEON VALLEY MISSION STATEMENT

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

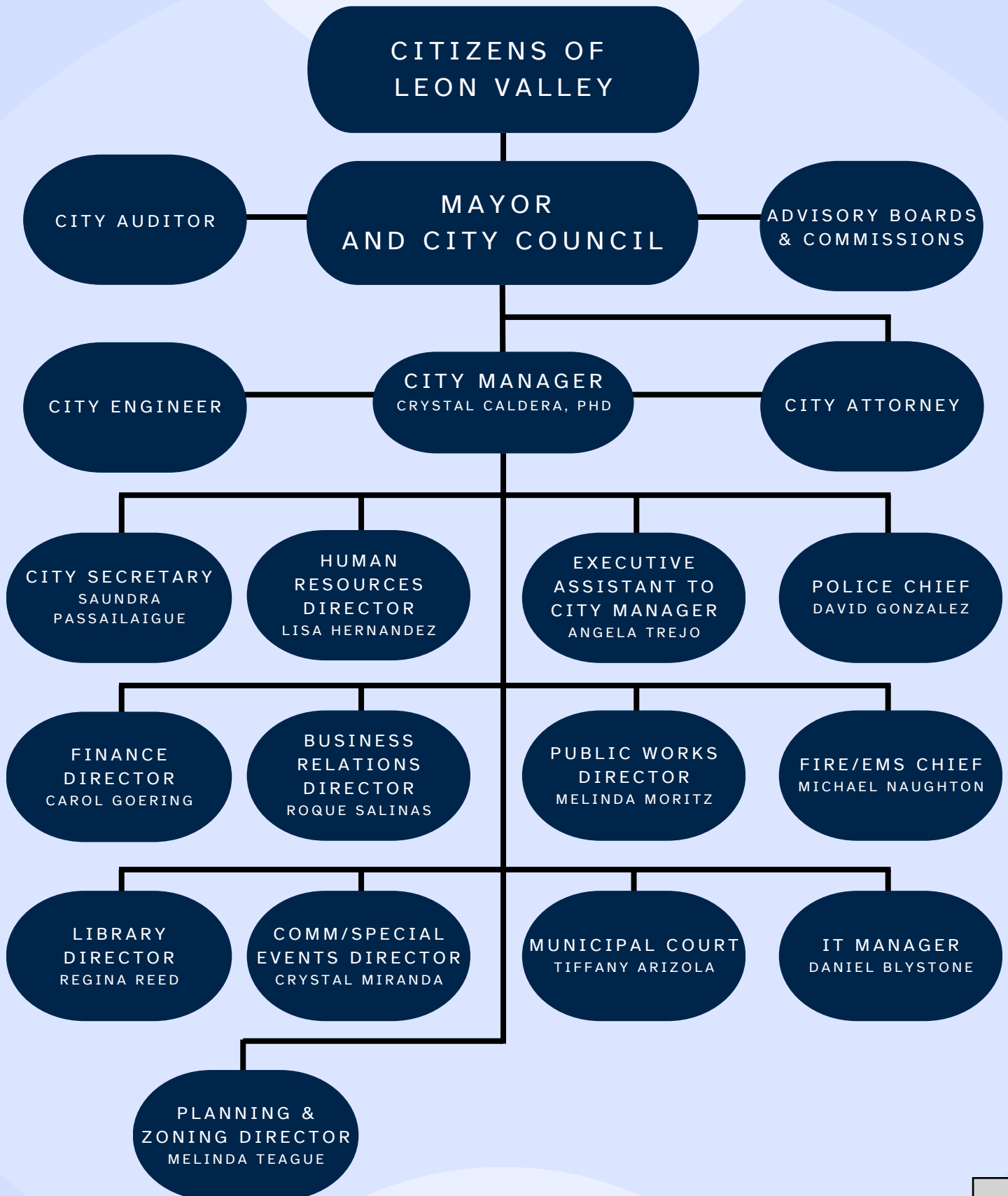
CITY OF LEON VALLEY VISION STATEMENT

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

GOALS:

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

ORGANIZATIONAL CHART



FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

MUNICIPAL COURT

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

FINANCE

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

FINANCE (Continued)

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

CITY MANAGER & COUNCIL

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

CITY MANAGER & COUNCIL (Continued)

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

INFORMATION TECHNOLOGY

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

POLICE

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

POLICE (Continued)

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

IMPOUND LOT

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

FIRE

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

PUBLIC WORKS

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

PUBLIC WORKS (Continued)

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

PLANNING & ZONING

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

ECONOMIC DEVELOPMENT

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

PARKS AND RECREATION

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

GENERAL FUND

{Section}.73.

LIBRARY

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

ENTERPRISE FUND

{Section}.73.

WATER

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

ENTERPRISE FUND

{Section}.73.

WATER (Continued)

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

SEWER

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

STORMWATER

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

FISCAL YEAR 2024 ACCOMPLISHMENTS

RED LIGHT CAMERA FUND

{Section}.73.

RED LIGHT CAMERA

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

TRAFFIC SAFETY

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

GENERAL FUND

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

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

The General Fund has the following departments:



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

**GENERAL FUND
SUMMARY OF REVENUES AND EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|--|----------------------|----------------------|----------------------|----------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| BEGINNING FUND BALANCE | \$ 4,835,254 | \$ 5,919,097 | \$ 5,919,097 | \$ 5,362,228 |
| Revenues | | | | |
| Ad Valorem Taxes | 5,450,281 | 5,470,447 | 5,470,447 | 5,761,580 |
| Sales Taxes | 3,806,901 | 3,789,946 | 3,759,669 | 3,752,505 |
| Franchise Fees | 1,182,224 | 1,001,820 | 996,372 | 998,900 |
| Licenses, Permits, Fees, Fines | 1,351,189 | 1,237,800 | 1,320,321 | 1,590,635 |
| Grants | 47,891 | 1,335,312 | 81,756 | 1,342,068 |
| Other | 903,034 | 749,582 | 812,922 | 877,641 |
| Total Revenues | 12,741,520 | 13,584,907 | 12,441,487 | 14,323,329 |
| Other Funding Sources | | | | |
| EDCD Fund Balance | - | - | 86,750 | - |
| Transfer in-ARP Funds | 377,974 | 330,000 | 330,000 | 360,286 |
| Transfer-Personnel Shared Services | 1,889,209 | 1,803,856 | 1,803,856 | 1,974,448 |
| 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 | 2,563,735 |
| TOTAL RESOURCES | \$ 15,008,703 | \$ 15,945,763 | \$ 14,889,093 | \$ 16,887,064 |
| Expenditures | | | | |
| Personnel Services | 9,340,823 | 10,366,434 | 10,366,434 | 11,098,395 |
| Supplies | 699,817 | 915,270 | 915,270 | 835,516 |
| Contractual Services | 2,435,925 | 3,116,939 | 3,116,939 | 3,207,910 |
| Capital Outlay | 12,984 | 3,338,146 | 1,047,319 | 2,953,913 |
| Total Expenditures | 12,489,549 | 17,736,789 | 15,445,962 | 18,095,734 |
| 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 | \$ 18,095,734 |
| ENDING FUND BALANCE | \$ 5,919,097 | \$ 4,128,071 | \$ 5,362,228 | \$ 4,153,558 |

**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

| | 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 | 5,711,580 |
| 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 | 5,761,580 |
| Sales Taxes | | | | |
| City Sales Tax | 3,356,178 | 3,332,946 | 3,289,054 | 3,289,054 |
| Alcoholic Beverage Sales Tax | 31,248 | 30,000 | 27,365 | 27,365 |
| Economic Development Sales Tax | 419,475 | 409,000 | 411,086 | 411,086 |
| Vehicle Inventory Tax | - | 18,000 | 32,164 | 25,000 |
| Total Sales Taxes | 3,806,901 | 3,789,946 | 3,759,669 | 3,752,505 |
| 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 |
| Licenses, Fees and Fines | | | | |
| Building Department | 217,271 | 253,000 | 253,000 | 474,045 |
| 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 |

**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---------------------------------------|------------------|------------------|------------------|------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| Warrant Fees | 42,128 | 48,500 | 45,000 | 45,000 |
| Municipal Court Fines | 435,294 | 373,700 | 373,700 | 420,000 |
| Impound Lot Fees | 118,700 | 100,000 | 118,700 | 118,700 |
| 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 | 1,320,321 | 1,590,635 |
| 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 |
| Other | | | | |
| Interest Income | 347,643 | 305,000 | 410,000 | 410,000 |
| EDCD Interest | 19,566 | 11,000 | 20,313 | 20,313 |
| 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 | - |

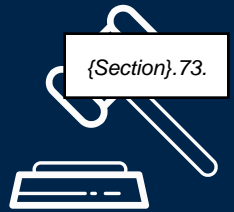
**GENERAL FUND
SCHEDULE OF REVENUES BY SOURCE**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------|----------------------|----------------------|----------------------|----------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| 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 | 812,922 | 877,641 |
| TOTAL REVENUES | \$ 12,741,520 | \$ 13,584,907 | \$ 12,441,487 | \$ 14,323,329 |

**GENERAL FUND
SCHEDULE OF EXPENDITURES BY DEPARTMENT**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---------------------------|----------------------|----------------------|----------------------|----------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| Municipal Court | 384,749 | 426,289 | 426,289 | 427,642 |
| Finance | 425,312 | 465,686 | 465,686 | 498,204 |
| City Manager & Council | 1,297,571 | 1,155,434 | 1,155,434 | 1,022,816 |
| Information Technology | 251,955 | 315,718 | 315,718 | 448,774 |
| Police | 3,201,140 | 3,542,439 | 3,542,439 | 3,834,110 |
| Impound Lot | 126,581 | 201,505 | 201,505 | 140,920 |
| Fire | 3,366,956 | 3,900,408 | 3,900,408 | 4,293,553 |
| Public Works | 1,938,943 | 2,688,519 | 2,688,519 | 2,521,968 |
| Planning & Zoning | 384,342 | 649,789 | 649,789 | 1,060,463 |
| Economic Development | 288,638 | 505,191 | 505,191 | 656,482 |
| Special Events | 134,063 | 144,606 | 144,606 | 172,597 |
| Parks & Recreation | 233,812 | 3,154,343 | 863,516 | 2,483,139 |
| Library | 455,487 | 586,862 | 586,862 | 535,067 |
| TOTAL EXPENDITURES | \$ 12,489,549 | \$ 17,736,789 | \$ 15,445,962 | \$ 18,095,734 |

MUNICIPAL COURT



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

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

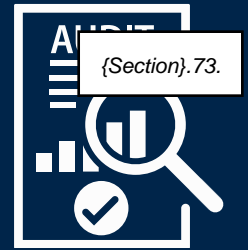
OBJECTIVES FOR FY 2024-2025

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

**COURT
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 193,194 | 201,753 | 201,753 | 214,435 |
| Retirement Plan | 36,988 | 40,310 | 40,310 | 41,858 |
| Group Insurance | 25,108 | 36,547 | 36,547 | 40,593 |
| 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 | 315,693 |
| SUPPLIES | | | | |
| Office Supplies | 1,054 | 1,500 | 1,500 | 1,500 |
| Operating Supplies | 4,653 | 7,430 | 7,430 | 7,465 |
| Repairs & Maintenance - Internal | 5 | 250 | 250 | - |
| Misc. Supplies | 806 | 2,160 | 2,160 | 2,276 |
| Total Supplies | 6,518 | 11,340 | 11,340 | 11,241 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 52,554 | 57,965 | 57,965 | 42,258 |
| 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 | 100,708 |
| TOTAL EXPENDITURES | \$ 384,749 | \$ 426,289 | \$ 426,289 | \$ 427,642 |

FINANCE



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

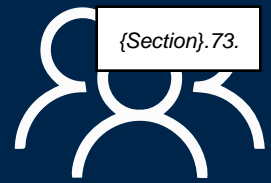
OBJECTIVES FOR FY 2024-2025

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

**FINANCE
EXPENDITURES**

| | 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 | 58,215 |
| Group Insurance | 21,886 | 27,410 | 27,410 | 30,445 |
| 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 | 410,534 |
| SUPPLIES | | | | |
| Office Supplies | 2,419 | 3,000 | 3,000 | 3,000 |
| Operating Supplies | 997 | 2,800 | 2,800 | 3,700 |
| Misc. Supplies | - | 1,000 | 1,000 | 1,000 |
| Total Supplies | 3,416 | 6,800 | 6,800 | 7,700 |
| 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 | \$ 498,204 |

CITY MANAGER & COUNCIL



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

VISION STATEMENT

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

Social Equity

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

Economic Development

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

Environmental Stewardship

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

Goals:

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

CITY MANAGER & COUNCIL



Goals (continued):

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

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

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

CITY MANAGER & COUNCIL



OBJECTIVES FOR FY 2024-2025

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

CITY MANAGER & COUNCIL



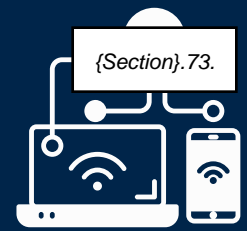
OBJECTIVES FOR FY 2024-2025 (continued)

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

**CITY MANAGER & COUNCIL
EXPENDITURES**

| | 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 | 95,872 |
| Group Insurance | 38,272 | 36,547 | 36,547 | 40,593 |
| 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 | 672,174 |
| SUPPLIES | | | | |
| Operating Supplies | 28,578 | 23,150 | 23,150 | 16,350 |
| Repairs & Maintenance - Internal | - | 2,000 | 2,000 | - |
| Misc. Supplies | 1,203 | - | - | - |
| Employee Award Program | 1,161 | 4,800 | 4,800 | 4,800 |
| Coronavirus Expenses | - | - | - | - |
| Total Supplies | 30,942 | 29,950 | 29,950 | 21,150 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 5,810 | 34,394 | 34,394 | 21,882 |
| 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 | 329,492 |
| 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 | \$ 1,022,816 |

INFORMATION TECHNOLOGY



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

OBJECTIVES FOR FY 2024-2025

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

**INFORMATION TECHNOLOGY
EXPENDITURES**

| | 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 | 17,462 |
| Group Insurance | 3,472 | 9,137 | 9,137 | 10,148 |
| 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 | 124,163 |
| SUPPLIES | | | | |
| Office Supplies | 965 | 1,000 | 1,000 | 1,500 |
| Operating Supplies | 114 | 6,500 | 6,500 | 23,500 |
| Repairs & Maintenance - Internal | 2,714 | 5,500 | 5,500 | 3,500 |
| Total Supplies | 3,793 | 13,000 | 13,000 | 28,500 |
| CONTRACTUAL | | | | |
| Professional Services | - | - | - | - |
| Contractual Services | 181,016 | 163,647 | 163,647 | 252,461 |
| 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 | 2,000 |
| Memnerships, Dus & Licenses | - | 175 | 175 | 1,000 |
| Tota Cotractual Services | 193,705 | 183,122 | 183,122 | 261,611 |
| CAPITAL OUTLAY | | | | |
| Other Machinery & Equipment | - | - | - | 34,500 |
| Total Capital Outlay | - | - | - | 34,500 |
| TOTAL EXPENDITURES | \$ 251,955 | \$ 315,718 | \$ 315,718 | \$ 448,774 |

POLICE



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

OBJECTIVES FOR FY 2024-2025

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



OBJECTIVES FOR FY 2024-2025 (continued)

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



OBJECTIVES FOR FY 2024-2025 (continued)

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

**POLICE
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 1,727,833 | 2,018,077 | 2,018,077 | 2,120,420 |
| Retirement Plan | 373,770 | 443,745 | 443,745 | 460,282 |
| Group Insurance | 194,595 | 283,241 | 283,241 | 314,597 |
| Worker Compensation | 48,765 | 50,722 | 50,722 | 53,759 |
| Physical Examinations | - | - | - | - |
| Unemployment Compensation | - | - | - | - |
| Overtime | 142,345 | 95,000 | 95,000 | 95,000 |
| Social Security | 143,087 | 170,201 | 170,201 | 180,387 |
| Clothing Allowance | 28,043 | 30,000 | 30,000 | 30,000 |
| Standby | 5,720 | 6,240 | 6,240 | 15,600 |
| Special Pay | 4,060 | 7,930 | 7,930 | 13,650 |
| Certification Pay | 57,848 | 67,600 | 67,600 | 83,330 |
| Longevity Pay | 20,021 | 20,305 | 20,305 | 15,582 |
| Total Personnel Services | 2,746,088 | 3,193,061 | 3,193,061 | 3,382,607 |
| SUPPLIES | | | | |
| Office Supplies | 3,153 | 5,000 | 5,000 | 5,850 |
| Operating Supplies | 121,775 | 75,000 | 75,000 | 77,200 |
| Repairs & Maintenance- Internal | 6,737 | - | - | - |
| Misc. Supplies | 39,091 | 35,000 | 35,000 | 29,450 |
| Blue Santa | 268 | 4,200 | 4,200 | 4,800 |
| Total Supplies | 171,024 | 119,200 | 119,200 | 117,300 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 31,028 | 15,000 | 15,000 | 11,876 |
| Contractual Services | 119,754 | 52,678 | 52,678 | 74,428 |
| 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 | 5,000 |
| 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 | 269,203 |
| CAPITAL OUTLAY | | | | |
| Vehicles | - | - | - | 65,000 |
| Total Capital Outlay | - | - | - | 65,000 |
| TOTAL EXPENDITURES | \$ 3,201,140 | \$ 3,542,439 | \$ 3,542,439 | \$ 3,834,110 |

IMPOUND LOT



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

OBJECTIVES FOR FY 2024-2025

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

IMPOUND LOT



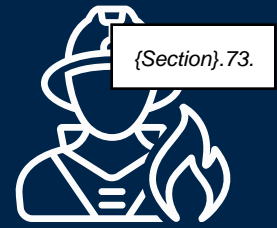
OBJECTIVES FOR FY 2024-2025 (continued)

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

IMPOUND LOT EXPENDITURES

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 72,781 | 75,943 | 75,943 | 79,122 |
| Retirement Plan | 15,767 | 16,646 | 16,646 | 16,909 |
| Group Insurance | 8,395 | 9,137 | 9,137 | 10,148 |
| Worker Compensation | - | 1,918 | 1,918 | 1,995 |
| Social Security | 5,889 | 6,373 | 6,373 | 6,627 |
| Clothing Allowance | - | 1,000 | 1,000 | 1,000 |
| Standby | - | - | - | 3,120 |
| Special Pay | 3,120 | 3,120 | 3,120 | - |
| Certification Pay | 3,250 | 3,250 | 3,250 | 3,380 |
| Longevity Pay | 4,972 | 5,115 | 5,115 | 5,247 |
| Total Personnel Services | 114,174 | 122,502 | 122,502 | 127,548 |
| 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 | \$ 140,920 |

FIRE



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

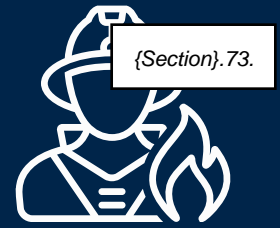
The mission of the Administrative section is to manage the City's multifaceted all-risk emergency services including fire suppression, investigation and prevention, emergency management, rescue, hazardous materials, weapons of mass destruction and emergency medical services. The administration of the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

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

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

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

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

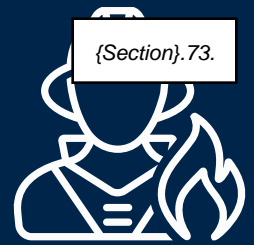


The Emergency Medical Services staff is the same staff utilized and assigned in the Operations Division. All the staff are trained Emergency Medical Technician, and most are trained to the Paramedic level. Paramedics receive training in Advanced Cardiac Life Support (ACLS), Pediatric Cardiac Life Support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

OBJECTIVES FOR FY 2024-2025

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

FIRE



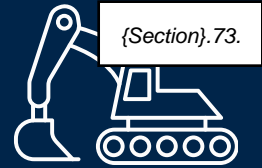
OBJECTIVES FOR FY 2024-2025 (continued)

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

**FIRE
EXPENDITURES**

| | 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 | 452,751 |
| Group Insurance | 221,824 | 237,557 | 237,557 | 284,152 |
| Worker Compensation | 56,373 | 53,508 | 53,508 | 60,320 |
| 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 | 177,436 |
| 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 | 145,080 |
| Longevity Pay | 16,309 | 18,770 | 18,770 | 19,418 |
| Total Personnel Services | 3,013,017 | 2,951,820 | 2,951,820 | 3,329,494 |
| SUPPLIES | | | | |
| Office Supplies | 5,776 | 7,500 | 7,500 | 4,000 |
| Operating Supplies | 82,814 | 132,000 | 132,000 | 128,700 |
| 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 | 227,500 |
| 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 | 3,000 |
| Repairs and Maintenance - External | 88,579 | 100,000 | 100,000 | 70,000 |
| 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 | 341,434 |
| CAPITAL OUTLAY | | | | |
| Vehicles | - | 330,000 | 330,000 | 265,125 |
| Lease Purchase | - | - | - | - |
| Other Machinery & Equipment | - | 32,000 | 32,000 | 130,000 |
| Improvements | - | - | - | - |
| Total Capital Outlay | - | 362,000 | 362,000 | 395,125 |
| TOTAL EXPENDITURES | \$ 3,366,956 | \$ 3,900,408 | \$ 3,900,408 | \$ 4,293,553 |

PUBLIC WORKS

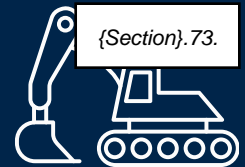


The mission of this department is to construct, operate, maintain and repair the City's infrastructure including streets, sidewalks, curbs, drains, rights-of-way, traffic control systems and signage, marquees, buildings and other facilities and to provide support services to other City departments and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

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

OBJECTIVES FOR FY 2024-2025

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



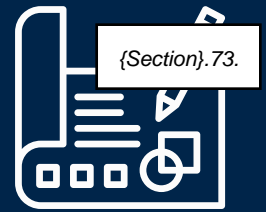
OBJECTIVES FOR FY 2024-2025 (continued)

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

**PUBLIC WORKS
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 921,488 | 1,100,199 | 1,100,199 | 1,178,546 |
| Retirement Plan | 184,619 | 235,139 | 235,139 | 245,139 |
| Group Insurance | 144,037 | 182,736 | 182,736 | 213,114 |
| Worker Compensation | 24,727 | 24,125 | 24,125 | 25,752 |
| Unemployment Compensation | 848 | - | - | - |
| Overtime | 30,980 | 60,000 | 60,000 | 60,000 |
| Social Security | 71,425 | 90,031 | 90,031 | 96,071 |
| Special Pay | - | - | - | - |
| Certification Pay | 11,875 | 15,070 | 15,070 | 17,290 |
| Longevity Pay | 20,636 | 22,782 | 22,782 | 20,947 |
| Total Personnel Services | 1,410,635 | 1,730,082 | 1,730,082 | 1,856,860 |
| SUPPLIES | | | | |
| Office Supplies | 3,817 | 3,000 | 3,000 | 3,000 |
| Operating Supplies | 76,530 | 102,320 | 102,320 | 75,540 |
| Repairs & Maintenance - Internal | 32,477 | 44,815 | 44,815 | 28,500 |
| Misc. Supplies | 18,212 | 42,500 | 42,500 | 32,500 |
| Total Supplies | 131,036 | 192,635 | 192,635 | 139,540 |
| 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 | 70,000 |
| 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 | 490,568 |
| 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 | \$ 2,521,968 |

PLANNING & ZONING



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

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

OBJECTIVES FOR FY 2024-2025

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

**PLANNING & ZONING
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 177,687 | 201,632 | 201,632 | 156,694 |
| Retirement Plan | 33,265 | 40,286 | 40,286 | 30,587 |
| Group Insurance | 22,222 | 27,410 | 27,410 | 20,297 |
| Worker Compensation | 1,056 | 357 | 357 | 278 |
| Overtime | 30 | - | - | - |
| Social Security | 12,839 | 15,425 | 15,425 | 11,987 |
| Other Benefits | - | - | - | - |
| Longevity Pay | - | 200 | 200 | 320 |
| Total Personnel Services | 247,099 | 285,310 | 285,310 | 220,162 |
| SUPPLIES | | | | |
| Office Supplies | 713 | 2,000 | 2,000 | 2,000 |
| 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 | 7,300 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | 121,883 | 275,195 | 275,195 | 527,261 |
| Contractual Services | 9,059 | 50,400 | 50,400 | 280,000 |
| 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 | 833,001 |
| CAPITAL OUTLAY | | | | |
| Improvements | - | - | - | - |
| Total Capital Outlay | - | - | - | - |
| TOTAL EXPENDITURES | \$ 384,342 | \$ 649,789 | \$ 649,789 | \$ 1,060,463 |

ECONOMIC DEVELOPMENT



{Section}.73.

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

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

OBJECTIVES FOR FY 2024-2025

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

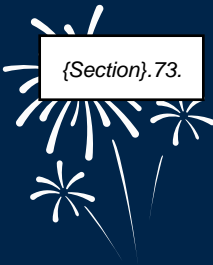
| Performance Indicators | FY23 Actual | FY24 YTD | FY24 Target |
|--|----------------------------|----------|--------------------|
| Grand opening events | 12 | 3 | 15 |
| Amount in financial incentives | 94,480 | - | 125,000 |
| Development or Re-development projects | 0 | 0 | 2 |
| Business Retention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

**ECONOMIC & COMMUNITY DEVELOPMENT
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 91,883 | 106,363 | 106,363 | 132,242 |
| Retirement Plan | 17,364 | 31,543 | 31,543 | 25,814 |
| Group Insurance | 2,269 | 13,705 | 13,705 | 12,676 |
| Worker Compensation | 485 | 280 | 280 | 234 |
| Liability Insurance | - | - | - | - |
| Social Security | 6,692 | 12,077 | 12,077 | 10,116 |
| Car Allowance | - | 1,500 | 1,500 | - |
| Other Benefits | - | 6,006 | 6,006 | - |
| Longevity Pay | - | 666 | 666 | 158 |
| Shared Services | - | - | - | - |
| Total Personnel Services | 118,694 | 172,140 | 172,140 | 181,239 |
| 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 | 127,711 |
| 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 | 236,768 |
| CAPITAL OUTLAY | | | | |
| Peg Funds | - | - | - | 225,000 |
| Total Capital Outlay | - | - | - | 225,000 |
| TOTAL EXPENDITURES | \$ 288,638 | \$ 505,191 | \$ 505,191 | \$ 656,482 |

SPECIAL EVENTS

{Section}.73.



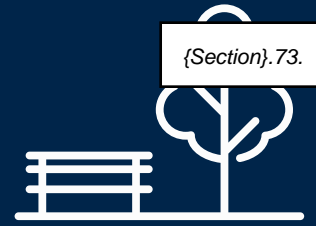
The City sponsors several special events in the Community Relations Department. The following are programmed City events: July 4th Celebration, Holiday Tree Lighting Ceremony, Volunteer Appreciation Dinner, Movies in the Park, and Earthwise Living Day. The mission of the Special Event program is to provide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

**SPECIAL EVENTS
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Retirement Plan | 7,910 | 4,596 | 4,596 | 8,308 |
| Overtime | 27,558 | 23,000 | 23,000 | 39,600 |
| Social Security | 3,117 | 1,760 | 1,760 | 3,029 |
| Total Personnel Services | 38,584 | 29,356 | 29,356 | 50,937 |
| SUPPLIES | | | | |
| Advertising | 2,939 | 3,000 | 3,000 | 3,000 |
| 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 | - | - | - | 5,000 |
| Total Supplies | 95,478 | 115,250 | 115,250 | 121,660 |
| TOTAL EXPENDITURES | \$ 134,063 | \$ 144,606 | \$ 144,606 | \$ 172,597 |

PARKS & RECREATION

{Section}.73.

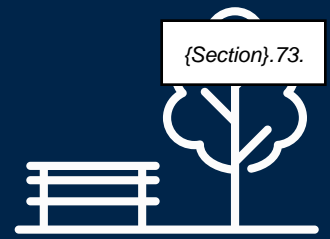


The goal of the Parks and Recreation Department is to provide excellent parks, recreational green space, and cultural opportunities. The mission of the Parks and Recreation Department is to monitor and revise the Parks Master Plan, encourage development of new recreational programs, continue to improve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

OBJECTIVES FOR FY 2024-2025

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

PARKS & RECREATION

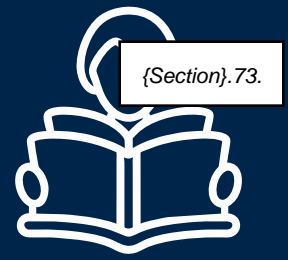


OBJECTIVES FOR FY 2024-2025 (continued)

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

**PARK & RECREATION
EXPENDITURES**

| | 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 | 39,300 |
| Repairs & Maintenance - Internal | 17,860 | 47,500 | 47,500 | 29,500 |
| Misc. Supplies | 1,534 | 29,500 | 29,500 | 11,500 |
| Total Supplies | 43,342 | 122,000 | 122,000 | 80,600 |
| 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 | 2,159,288 |
| Total Capital Outlay | - | 2,584,243 | 293,416 | 2,199,288 |
| TOTAL EXPENDITURES | \$ 233,812 | \$ 3,154,343 | \$ 863,516 | \$ 2,483,139 |



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

OBJECTIVES FOR FY 2024-2025

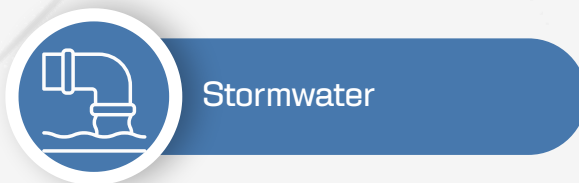
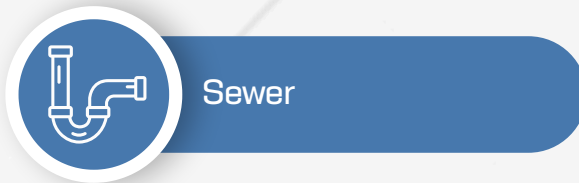
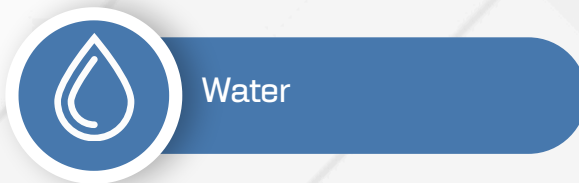
- Continue to digitize the Archives Collection.
- Continue working with IT and the Library Advisory Board to develop a Technology Plan outlining future updates, replacements, and improved technology for library patrons and staff.
- Continue looking for and applying for grants to help us enhance programming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

**LIBRARY
EXPENDITURES**

| | 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 | 56,836 |
| Group Insurance | 25,719 | 45,684 | 45,684 | 50,741 |
| 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 | 426,985 |
| SUPPLIES | | | | |
| Office Supplies | 1,934 | 3,000 | 3,000 | 1,350 |
| Operating Supplies | 5,255 | 4,000 | 4,000 | 21,600 |
| Repairs & Maintenance - Internal | - | 1,000 | 1,000 | 1,000 |
| Misc. Supplies | 12,088 | 10,500 | 10,500 | - |
| Library Supplies | 20,610 | 28,820 | 28,820 | 31,300 |
| Gifts and Memorials | 248 | 1,000 | 1,000 | 1,000 |
| Total Supplies | 40,135 | 48,320 | 48,320 | 56,250 |
| 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 | 3,000 |
| 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 | 51,832 |
| 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 | \$ 535,067 |

ENTERPRISE FUND

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



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

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 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 | 1,260,345 | 1,191,607 |
| Sewer System | 1,793,876 | 2,263,872 | 2,263,872 | 2,275,650 |
| Stormwater | 89,097 | 175,600 | 175,600 | 184,800 |
| Depreciation | 402,937 | - | - | - |
| TOTAL OPERATING EXPENSES | 3,094,675 | 3,704,267 | 3,699,817 | 3,652,058 |
| NET OPERATING INCOME (LOSS) | 2,121,359 | 1,556,105 | 1,539,409 | 1,610,792 |
| NON-OPERATING REVENUES (EXPENSES) | | | | |
| Interest Income and Other | 231,875 | 60,500 | 60,500 | 1,472,166 |
| Transfer in from ARP Fund | - | - | - | - |
| 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) | (1,498,343) |
| Transfer out to Capital | (535,648) | - | - | - |
| TOTAL NON-OPERATING REVENUES (EXPENSES) | 367,759 | (1,201,128) | (1,201,128) | (134,040) |
| NET INCOME (LOSS) | 2,489,118 | 354,977 | 338,281 | 1,476,753 |
| CHANGES IN WORKING CAPITAL | | | | |
| NET INCOME (LOSS) | 2,489,118 | 354,977 | 338,281 | 1,476,753 |
| 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 | (2,137,335) | (2,154,031) | 261,753 |
| BEGINNING FUND BALANCE | 991,851 | 3,480,969 | 3,480,969 | 1,326,938 |
| *ENDING FUND BALANCE | \$ 3,480,969 | \$ 1,343,634 | \$ 1,326,938 | \$ 1,588,690 |

**WATER AND SEWER FUND
SCHEDULE OF OPERATING REVENUES BY SOURCE**

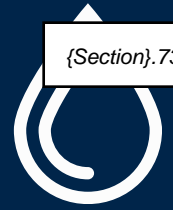
| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| OPERATING REVENUES | | | | |
| Water Sales | | | | |
| Metered Water | 1,672,495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

WATER AND SEWER FUND
SCHEDULE OF NON-OPERATING REVENUES (EXPENSES)

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|--|--------------------|-----------------------|-----------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| Non-Operating Revenues | | | | |
| Interest Income | 145,607 | 50,000 | 168,300 | 171,666 |
| Impact Fees | 15,451 | 10,000 | 1,200 | - |
| Miscellaneous Income | (12,042) | 500 | 856 | 500 |
| Bexar County Reimbursement | 82,860 | - | - | 1,300,000 |
| Transfer in from ARP Fund | - | - | - | - |
| Transfer In from Other Funds | - | 224,382 | 224,382 | - |
| Transfer In from Capital | 2,177,798 | - | - | - |
| Total Non-Operating Revenues | 2,409,673 | 284,882 | 394,738 | 1,472,166 |
| Non-Operating Expenses | | | | |
| 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) | (1,498,343) |
| Transfer Out to Capital | (535,648) | - | - | - |
| Total Non-Operating Expenses | (2,041,914) | (1,486,010) | (1,486,010) | (1,606,206) |
| TOTAL NON-OPERATING REVENUES (EXPENSES) | \$ 367,759 | \$ (1,201,128) | \$ (1,091,272) | \$ (134,040) |

WATER AND SEWER FUND
SCHEDULE OF SOURCES (USES) OF WORKING CAPITAL

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



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

OBJECTIVES FOR FY 2024-2025

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



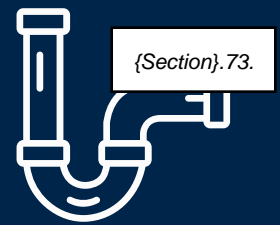
OBJECTIVES FOR FY 2024-2025 (continued)

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

**WATER
EXPENSES**

| | 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 | 45,395 |
| Group Insurance | 36,277 | 36,547 | 36,547 | 40,593 |
| 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 | 348,921 |
| SUPPLIES | | | | |
| Office Supplies | 607 | 3,000 | 2,000 | 2,000 |
| Operating Supplies | 14,002 | 39,000 | 40,550 | 50,550 |
| Repairs & Maintenance - Internal | 38,385 | 136,400 | 136,400 | 140,000 |
| Misc. Supplies | 16,746 | 15,000 | 10,000 | 15,000 |
| Water Conservation Program | - | 2,000 | 2,000 | 2,000 |
| Total Supplies | 69,741 | 195,400 | 190,950 | 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 | \$ 1,840,345 | \$ 1,906,607 |

SEWER



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

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

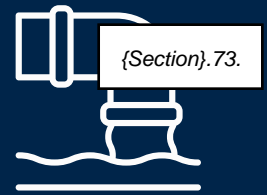
OBJECTIVES FOR FY 2024-2025

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

**SEWER
EXPENSES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 51,635 | 53,320 | 53,320 | 55,073 |
| Retirement Plan | 10,056 | 12,407 | 12,407 | 12,495 |
| Group Insurance | 10,703 | 9,137 | 9,137 | 10,148 |
| 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 | 94,809 |
| 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 | \$ 2,775,650 |

STORMWATER



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

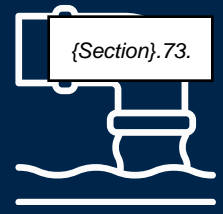
The goal of this program is to reduce the discharge of pollutants into drainage systems, creeks and streams to the maximum extent practicable, to protect water quality, and to satisfy the requirements of the Texas Commission on Environmental Quality (TCEQ) Phase II program under the provisions of Section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

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

OBJECTIVES FOR FY 2024-2025

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

STORM WATER



OBJECTIVES FOR FY 2024-2025 (continued)

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

**STORMWATER
EXPENSES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|------------------|---------------------|---------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| 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 |
| Miscellaneous Supplies | - | - | - | 6,000 |
| Total Supplies | 7,356 | 20,000 | 20,000 | 28,000 |
| 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 | \$ 184,800 |

RED LIGHT CAMERA FUND

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



Red Light Camera

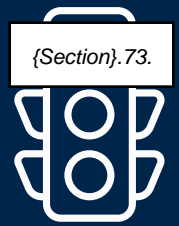


Traffic Safety

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

| | 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 | 2,080,051 |
| 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 | 2,317,791 |
| Other Funding Sources | | | | |
| ARP Funds | - | - | - | - |
| Total Other Funding Sources | - | - | - | - |
| TOTAL RESOURCES | \$ 3,232,569 | \$ 3,198,019 | \$ 3,314,147 | \$ 2,802,380 |
| Expenditures | | | | |
| Personnel Services | 815,971 | 940,485 | 940,485 | 881,983 |
| Supplies | 5,646 | 12,950 | 12,950 | 46,275 |
| 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 | 1,980,061 |
| Other Financing Uses | | | | |
| Shared Personnel Services to GF-RLC | 326,574 | 342,558 | 342,558 | 370,264 |
| Transfer to Capital-Traffic Safety | 126,000 | - | - | - |
| Total Other Financing Uses | 452,574 | 342,558 | 342,558 | 370,264 |
| TOTAL EXPENDITURES | \$ 2,155,422 | \$ 2,829,558 | \$ 2,829,558 | \$ 2,350,325 |
| ENDING FUND BALANCE | \$ 1,077,147 | \$ 368,461 | \$ 484,589 | \$ 452,055 |

RED LIGHT CAMERA



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

OBJECTIVES FOR FY 2024-2025

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

RED LIGHT CAMERA EXPENDITURES

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 402,619 | 415,024 | 415,024 | 432,204 |
| Retirement Plan | 81,203 | 89,204 | 89,204 | 89,927 |
| Group Insurance | 36,326 | 54,821 | 54,821 | 60,890 |
| Worker Compensation | 20,364 | 10,280 | 10,280 | 10,606 |
| Unemployment Compensation | - | - | - | - |
| Overtime | 2,283 | - | - | - |
| Social Security | 30,141 | 34,155 | 34,155 | 35,243 |
| Clothing Allowance | - | 5,700 | 5,700 | 6,000 |
| Stand - By | 3,120 | 6,240 | 6,240 | 3,120 |
| Special Pay | - | - | - | - |
| Certification Pay | 18,690 | 19,500 | 19,500 | 19,370 |
| Longevity Pay | 6,583 | 7,335 | 7,335 | 6,794 |
| Shared Services General Fund | - | - | - | - |
| Total Personnel Services | 601,327 | 642,258 | 642,258 | 664,154 |
| 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 | \$ 1,580,524 |

TRAFFIC SAFETY



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

OBJECTIVES FOR FY 2024-2025

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

**TRAFFIC SAFET
EXPENDITURE:**

| | 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 | 29,737 |
| Group Insurance | 17,203 | 27,410 | 27,410 | 20,297 |
| 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 | 217,830 |
| SUPPLIES | | | | |
| Office Supplies | - | 300 | 300 | 500 |
| Operating Supplies | - | 9,000 | 9,000 | 19,900 |
| Repairs and Maintenance - Int | 721 | - | - | - |
| Misc. Supplies | 1,455 | 500 | 500 | 17,325 |
| Total Supplies | 2,175 | 9,800 | 9,800 | 37,725 |
| 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 | \$ 399,538 |

DEBT FUND

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



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

**DEBT SERVICE
SUMMARY OF REVENUES AND EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| BEGINNING FUND BALANCE | \$306,236 | \$428,334 | \$428,334 | \$444,984 |
| Revenues | | | | |
| Ad Valorem Taxes | 578,989 | 583,900 | 583,900 | 580,451 |
| Interest | 13,445 | - | 15,000 | 15,300 |
| Total Revenue | 592,435 | 583,900 | 598,900 | 595,751 |
| Other Funding Sources | | | | |
| Transfers in from Other Funds | 107,863 | 105,363 | 105,363 | 107,863 |
| Total Other Funding Sources | 107,863 | 105,363 | 105,363 | 107,863 |
| TOTAL RESOURCES | \$ 1,006,534 | \$ 1,117,597 | \$ 1,132,597 | \$ 1,148,598 |
| Expenditures | | | | |
| Principal | 430,000 | 495,000 | 495,000 | 515,000 |
| Interest | 147,150 | 189,613 | 189,613 | 173,763 |
| Fees | 1,050 | 3,000 | 3,000 | 3,000 |
| Total Expenditures | 578,200 | 687,613 | 687,613 | 691,763 |
| Other Financing Uses | | | | |
| Bond Refunding | - | - | - | - |
| Total Other Financing Uses | - | - | - | - |
| TOTAL EXPENDITURES | \$ 578,200 | \$ 687,613 | \$ 687,613 | \$ 691,763 |
| ENDING FUND BALANCE | \$ 428,334 | \$ 429,984 | \$ 444,984 | \$ 456,835 |

**DEBT SERVICE
EXPENDITURES**

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

SPECIAL REVENUE FUNDS

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



● Grant Fund

● Lease Fund

● Crime Control & Prevention District

● Court Building Security Fund

● Child Safety Fund

● Court Technology Fund

● Community Center Fund

● Street Maintenance Fund

● Police Forfeiture Fund

GRANT FUND

{Section}.73.

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

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

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|---------------------|---------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| BEGINNING FUND BALANCE | \$ 5,071 | \$ 159,946 | \$ 159,946 | \$ 176,259 |
| Revenues | | | | |
| ARP | 2,326,376 | - | 381,738 | 184,027 |
| Interest | 69,354 | - | 16,313 | - |
| Total Revenue | 2,395,729 | - | 398,051 | 184,027 |
| Other Funding Sources | | | | |
| Transfers In | 382,582 | - | - | - |
| Total Other Funding Sources | 382,582 | - | - | - |
| TOTAL RESOURCES | \$ 2,783,382 | \$ 159,946 | \$ 557,997 | \$ 360,286 |
| Expenditures | | | | |
| Personnel Services | - | - | - | - |
| Supplies | - | - | - | - |
| Contractual Services | - | - | - | - |
| Capital Outlay | - | - | - | - |
| Total Expenditures | - | - | - | - |
| Other Financing Uses | | | | |
| Transfers Out | 377,974 | 646,863 | 381,738 | 360,286 |
| Transfer to Capital | 2,245,463 | - | - | - |
| Total Other Financing Uses | 2,623,437 | 646,863 | 381,738 | 360,286 |
| TOTAL EXPENDITURES | \$ 2,623,437 | \$ 646,863 | \$ 381,738 | \$ 360,286 |
| ENDING FUND BALANCE | \$ 159,946 | \$ (486,917) | \$ 176,259 | \$ - |

LEOSE FUND

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

**LEOSE FUND
SUMMARY OF REVENUES AND EXPENDITURES**

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

**LEOSE
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------|------------------|------------------|------------------|------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| CONTRACTUAL SERVICES | | | | |
| Travel | 3,021 | 5,000 | 5,000 | 12,268 |
| TOTAL EXPENDITURES | \$ 3,021 | \$ 5,000 | \$ 5,000 | \$ 12,268 |

CRIME CONTROL & PREVENTION DISTRICT

{Section}.73.

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

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

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|-------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| BEGINNING FUND BALANCE | \$508,227 | \$624,621 | \$624,621 | \$703,105 |
| Revenues | | | | |
| Crime Control Sales Tax | 415,913 | 403,800 | 407,595 | 407,595 |
| Interest | 15,781 | 5,000 | 23,600 | 24,072 |
| Miscellaneous | 3,201 | - | - | - |
| Total Revenue | 434,895 | 408,800 | 431,195 | 431,667 |
| Other Funding Sources | | | | |
| ARP Funds | - | - | - | - |
| Total Other Funding Sources | - | - | - | - |
| TOTAL RESOURCES | \$ 943,122 | \$ 1,033,421 | \$ 1,055,815 | \$ 1,134,771 |
| Expenditures | | | | |
| Personnel Services | 245,354 | 261,960 | 261,960 | 266,651 |
| Supplies | - | - | - | - |
| Contractual Services | - | 10,100 | 10,100 | 10,572 |
| Capital Outlay | - | - | - | - |
| Total Expenditures | 245,354 | 272,060 | 272,060 | 277,223 |
| Other Financing Uses | | | | |
| Shared Personnel Services to GF | 73,147 | 80,651 | 80,651 | 84,065 |
| Total Other Financing Uses | 73,147 | 80,651 | 80,651 | 84,065 |
| TOTAL EXPENDITURES | \$ 318,501 | \$ 352,711 | \$ 352,711 | \$ 361,288 |
| ENDING FUND BALANCE | \$ 624,621 | \$ 680,710 | \$ 703,105 | \$ 773,483 |

**CRIME CONTROL DISTRICT
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | 118,882 | 138,996 | 138,996 | 144,818 |
| Retirement Plan | 32,903 | 37,068 | 37,068 | 36,717 |
| Group Insurance | 20,894 | 18,274 | 18,274 | 20,297 |
| 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 | 266,651 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | - | - | - | - |
| Contractual Services | - | 10,100 | 10,100 | 10,572 |
| Total Contractual Services | - | 10,100 | 10,100 | 10,572 |
| TOTAL EXPENDITURES | \$ 245,354 | \$ 272,060 | \$ 272,060 | \$ 277,223 |

COURT BUILDING SECURITY FUND

{Section}.73.

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

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

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

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

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

COURT BUILDING SECURITY EXPENDITURES

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

CHILD SAFETY FUND

{Section}.73.

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

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

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

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

**CHILD SAFETY
SUMMARY OF REVENUES AND EXPENDITURES**

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

CHILD SAFETY EXPENDITURES

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

COURT TECHNOLOGY FUND

{Section}.73.

To enhance and maintain technology within the Municipal Court system.

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

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

**COURT TECHNOLOGY
SUMMARY OF REVENUES AND EXPENDITURES**

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

**COURT TECHNOLOGY
EXPENDITURES**

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

COMMUNITY CENTER FUND

{Section}.73.

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

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

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

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

OBJECTIVES FOR FY 2024-2025

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

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

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 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 | 93,284 |
| Supplies | 997 | 8,000 | 8,000 | 11,725 |
| Contractual Services | 35,438 | 59,350 | 59,350 | 50,101 |
| Capital Outlay | - | 60,000 | 60,000 | - |
| Total Expenditures | 115,822 | 216,688 | 216,688 | 155,110 |
| Other Financing Uses | | | | |
| Shared Personal Services to GF | - | - | - | 21,777 |
| Total Other Financing Uses | - | - | - | 21,777 |
| TOTAL EXPENDITURES | \$ 115,822 | \$ 216,688 | \$ 216,688 | \$ 176,887 |
| ENDING FUND BALANCE | \$ 254,684 | \$ 193,450 | \$ 196,846 | \$ 181,319 |

**COMMUNITY/CONFERENCE CENTER
EXPENDITURES**

| | 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 | 13,113 |
| Group Insurance | 6,360 | 6,853 | 6,853 | 7,611 |
| 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 | 93,284 |
| 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 | - |
| Other Machinery & Equipment | - | - | - | - |
| Total Capital Outlay | - | 60,000 | 60,000 | - |
| TOTAL EXPENDITURES | \$ 115,822 | \$ 216,688 | \$ 216,688 | \$ 155,110 |

STREET MAINTENANCE FUND

{Section}.73.

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

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

**STREET MAINTENANCE
SUMMARY OF REVENUES AND EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-------------------------------|---------------------|---------------------|---------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| BEGINNING FUND BALANCE | \$1,168,919 | \$1,820,388 | \$1,820,388 | \$1,962,558 |
| Revenues | | | | |
| Street Sales Taxes | 838,949 | 798,000 | 822,170 | 822,170 |
| Interest | 44,160 | 30,000 | 40,000 | 40,800 |
| Total Revenue | 883,110 | 828,000 | 862,170 | 862,970 |
| TOTAL RESOURCES | \$ 2,052,029 | \$ 2,648,388 | \$ 2,682,558 | \$ 2,825,528 |
| Expenditures | | | | |
| Personnel Services | - | - | - | - |
| Supplies | - | - | - | - |
| Contractual Services | 231,641 | 720,000 | 720,000 | 2,825,528 |
| Total Expenditures | 231,641 | 720,000 | 720,000 | 2,825,528 |
| TOTAL EXPENDITURES | \$ 231,641 | \$ 720,000 | \$ 720,000 | \$ 2,825,528 |
| ENDING FUND BALANCE | \$ 1,820,388 | \$ 1,928,388 | \$ 1,962,558 | \$ - |

**STREET MAINTENANCE
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|------------------------------------|-------------------|-------------------|-------------------|---------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| CONTRACTUAL SERVICES | | | | |
| Repairs and Maintenance - External | 231,641 | 720,000 | 720,000 | 2,825,528 |
| Total Contractual Services | 231,641 | 720,000 | 720,000 | 2,825,528 |
| TOTAL EXPENDITURES | \$ 231,641 | \$ 720,000 | \$ 720,000 | \$ 2,825,528 |

POLICE FORFEITURE FUND

{Section}.73.

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

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

**POLICE FORFEITURE
SUMMARY OF REVENUES AND EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| BEGINNING FUND BALANCE | \$290,065 | \$400,786 | \$400,786 | \$217,418 |
| Revenues | | | | |
| Seizures | 215,159 | - | 58,882 | - |
| Interest | 9,105 | 2,000 | 11,100 | 11,322 |
| Miscellaneous | 6,458 | - | - | - |
| Total Revenue | 230,721 | 2,000 | 69,982 | 11,322 |
| TOTAL RESOURCES | \$ 520,786 | \$ 402,786 | \$ 470,768 | \$ 228,740 |
| Expenditures | | | | |
| Personnel Services | - | - | - | 96,122 |
| Supplies | - | - | - | 18,000 |
| Contractual Services | - | - | - | 12,500 |
| Capital Outlay | - | 253,350 | 253,350 | - |
| Total Expenditures | - | 253,350 | 253,350 | 126,622 |
| Other Financing Uses | | | | |
| Transfer to Capital | 120,000 | - | - | - |
| Total Other Financing Uses | 120,000 | - | - | - |
| TOTAL EXPENDITURES | \$ 120,000 | \$ 253,350 | \$ 253,350 | \$ 126,622 |
| ENDING FUND BALANCE | \$ 400,786 | \$ 149,436 | \$ 217,418 | \$ 102,118 |

**POLICE FORFEITURE
EXPENDITURES**

| | ACTUAL | BUDGET | ESTIMATED | BUDGET |
|-----------------------------------|------------------|-------------------|-------------------|-------------------|
| | 2022-2023 | 2023-2024 | 2023-2024 | 2024-2025 |
| PERSONNEL SERVICES | | | | |
| Salaries | - | - | - | 60,593 |
| Retirement Plan | - | - | - | 12,962 |
| Group Insurance | - | - | - | 10,148 |
| Worker Compensation | | | | 1,529 |
| Overtime | - | - | - | - |
| Social Security | - | - | - | 5,080 |
| Clothing Allowance | - | - | - | 1,000 |
| Special Pay | - | - | - | 1,170 |
| Certification Pay | - | - | - | 3,640 |
| Longevity Pay | - | - | - | - |
| Total Personnel Services | - | - | - | 96,122 |
| SUPPLIES | | | | |
| Operating Supplies | - | - | - | 18,000 |
| Total Supplies | - | - | - | 18,000 |
| CONTRACTUAL SERVICES | | | | |
| Professional Services | - | - | - | - |
| Contractual Services | - | - | - | 12,500 |
| Total Contractual Services | - | - | - | 12,500 |
| CAPITAL OUTLAY | | | | |
| Vehicles | - | 190,000 | 190,000 | - |
| Other Machinery & Equipment | - | 63,350 | 63,350 | - |
| Total Capital Outlay | - | 253,350 | 253,350 | - |
| TOTAL EXPENDITURES | \$ - | \$ 253,350 | \$ 253,350 | \$ 126,622 |

10 YEAR CAPITAL ACQUISITION PLAN



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

MUNICIPAL COURT

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>FY 28-29</i> | <i>Future Needs</i> |
|------------------------------|-------------------------|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------------|
| | | | | | | | | |
| TOTAL MUNICIPAL COURT | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>FY 33-34</i> | <i>Future Needs</i> |
|------------------------------|-------------------------|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------------|
| | | | | | | | | |
| TOTAL MUNICIPAL COURT | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

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

FINANCE DEPARTMENT

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

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

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

MANAGER AND COUNCIL

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

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

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

INFORMATION TECHNOLOGY

| Item | Acquisition Date | Purchase Type | FY 24-25 | FY 25-26 | FY 26-27 | FY 27-28 | FY 28-29 | Future Needs |
|---|------------------|---------------|------------------|-------------|------------------|------------------|------------------|--------------|
| | | | | | | | | |
| Department Server - Fire | 2024 | Replacement | 15,000 | | | | | |
| Meraki 48 port Switch (2x) - Library | 2020 | Replacement | 13,000 | | | | | |
| Meraki 48 port Switch (1x) - Public Works | New | New | 6,500 | | | | | |
| Department Server - City Hall | 2021 | Replacement | | | 15,000 | | | |
| Department Server - Public Works | 2023 | Replacement | | | | 15,000 | | |
| Department Server - Library | 2023 | Replacement | | | | | 15,000 | |
| TOTAL BY FISCAL YEAR | | | \$ 34,500 | \$ - | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ - |

| Item | Acquisition Date | Purchase Type | FY 29-30 | FY 30-31 | FY 31-32 | FY 32-33 | FY 33-34 | Future Needs |
|---|------------------|---------------|------------------|------------------|------------------|------------------|------------------|--------------|
| | | | | | | | | |
| Department Server - PD | 2024 | Replacement | 15,000 | | | | | |
| Meraki 48 port Switch (1x) - Library | 2025 | Replacement | 6,500 | | | | | |
| Meraki 48 port Switch (1x) - Public Works | 2025 | Replacement | | 6,500 | | | | |
| Meraki 48 port Switch (1x) - Police | 2025 | Replacement | | | 6,500 | | | |
| Meraki 48 port Switch (1x) - Fire | 2025 | Replacement | | | | 6,500 | | |
| Meraki 48 port Switch (1x) - City Hall | 2025 | Replacement | | | | | 6,500 | |
| Department Server - Fire | 2025 | Replacement | | 15,000 | | | | |
| Department Server - City Hall | 2026 | Replacement | | | 15,000 | | | |
| Department Server - Public Works | 2023 | Replacement | | | | 15,000 | | |
| Department Server - Library | 2023 | Replacement | | | | | 15,000 | |
| TOTAL BY FISCAL YEAR | | | \$ 21,500 | \$ 21,500 | \$ 21,500 | \$ 21,500 | \$ 21,500 | \$ - |

GENERAL FUND

INFORMATION TECHNOLOGY

{Section}.73.

Item Description:

Department server - Fire

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

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

Number of Items: 1

Cost per Item: \$15,000

Additional Cost per Item: \$0

Total: \$15,000

GENERAL FUND

INFORMATION TECHNOLOGY

{Section}.73.

Item Description:

Meraki 48 port Switch (2x) - Library

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

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

Number of Items: 2

Cost per Item: \$6,500

Additional Cost per Item: \$0

Total: \$13,000

GENERAL FUND

INFORMATION TECHNOLOGY

{Section}.73.

Item Description:

Meraki 48 port Switch (2x) - Public Works

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

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

Number of Items: 1

Cost per Item: \$6,500

Additional Cost per Item: \$0

Total: \$6,500

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

POLICE DEPARTMENT

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

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

GENERAL FUND

POLICE

{Section}.73.

Item Description:

Police Detective Vehicle - Replacement

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

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

Number of Items: 1

Cost per Item: \$65,000

Additional Cost per Item: \$0

Total: \$65,000

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

IMPOUND LOT

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

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

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

FIRE DEPARTMENT

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>FY 28-29</i> | <i>Future Needs</i> |
|--|-------------------------|----------------------|-------------------|-------------------|-------------------|-----------------|-------------------|---------------------|
| Fire Station Technology | 2013 | Replacement | 95,000 | | | | | |
| Vent Hood with suppression system | 2013 | Replacement | 35,000 | | | | | |
| Ambulance with Power Load System (M159B) | 2014 | APR | 265,125 | | | | | |
| Gear Extractor | 2013 | Replacement | | 12,000 | | | | |
| Rescue Air Bags | 2013 | Replacement | | 30,000 | | | | |
| FD Application Server | 2019 | Replacement | | 25,000 | | | | |
| Rescue Air Bags | 2013 | Replacement | | 30,000 | | | | |
| Support Truck (S159) | 2014 | Replacement | | 70,000 | | | | |
| Ambulance with Power Load System (M159B) | 2014 | Replacement | | 320,000 | | | | |
| Thermal Imaging Camera (3) | 2019 | Replacement | | | 28,000 | | | |
| Brush Truck | 2015 | Replacement | | | 200,000 | | | |
| Ambulance with Power Load System (M159A) | 2018 | Replacement | | | | | 320,000 | |
| Fire Chief Truck | 2019 | Replacement | | | | | 70,000 | |
| TOTAL FIRE DEPARTMENT | | | \$ 395,125 | \$ 487,000 | \$ 228,000 | \$ - | \$ 390,000 | \$ - |

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

GENERAL FUND

FIRE

{Section}.73.

Item Description:

Required Replacement of outdated station technology systems.

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

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

Number of Items: 1

Cost per Item: \$95,000

Additional Cost per Item: \$0

Total: \$95,000



GENERAL FUND

FIRE

{Section}.73.

Item Description:

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

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

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

Number of Items: 1

Cost per Item: \$35,000

Additional Cost per Item: \$0

Total: \$35,000



GENERAL FUND

FIRE

{Section}.73.

Item Description:

Replacement of existing EMS unit M159D

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

While this item is scheduled for FY24-25, there is a 500-day Leadtime for delivery. There is a possibility of some funds coming in from the same of an ambulance that it will replace.

This is a planned replacement unit.

Number of Items: 1

Cost per Item: \$265,125

Additional Cost per Item: \$0

Total: \$265,125



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

PUBLIC WORKS

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

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

GENERAL FUND

PUBLIC WORKS

{Section}.73.

Item Description:

4-dog Kennel.

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

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

Number of Items: 1

Cost per Item: \$35,000

Additional Cost per Item: \$0

Total: \$35,000



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

PLANNING AND ZONING

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>FY 28-29</i> | <i>Future Needs</i> |
|----------------------------------|-------------------------|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------------|
| | | | | | | | | |
| TOTAL PLANNING AND ZONING | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>FY 33-34</i> | <i>Future Needs</i> |
|----------------------------------|-------------------------|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------------|
| | | | | | | | | |
| TOTAL PLANNING AND ZONING | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

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

ECONOMIC DEVELOPMENT

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>FY 28-29</i> | <i>Future Needs</i> |
|---|-------------------------|----------------------|-------------------|-----------------|-----------------|-----------------|-----------------|---------------------|
| Community Relations Vehicle - Peg Funds | New | New | 55,000 | | | | | |
| Council Channel - Peg Funds | New | New | 150,000 | | | | | |
| Broadcasting Equipment - Peg Funds | New | New | 20,000 | | | | | |
| TOTAL ECONOMIC DEVELOPMENT | | | \$ 225,000 | \$ - | \$ - | \$ - | \$ - | \$ - |

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 29-30</i> | <i>FY 30-31</i> | <i>FY 31-32</i> | <i>FY 32-33</i> | <i>FY 33-34</i> | <i>Future Needs</i> |
|-----------------------------------|-------------------------|----------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------------|
| | | | | | | | | |
| TOTAL ECONOMIC DEVELOPMENT | | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

GENERAL FUND

ECONOMIC DEVELOPMENT

{Section}.73.

Item Description:

Community Relations Vehicle.

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

Vehicle to transport AV equipment for broadcasting needs.

Number of Items: 1

Cost per Item: \$55,000

Additional Cost per Item: \$0

Total: \$55,000

GENERAL FUND

ECONOMIC DEVELOPMENT

{Section}.73.

Item Description:

Council Channel

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

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

Number of Items: Varies

Cost per Item: Varies

Additional Cost per Item: Council Chambers AV needs.

Total: \$150,000

GENERAL FUND

ECONOMIC DEVELOPMENT

{Section}.73.

Item Description:

PEG Channel Broadcasting Equipment.

Audio: Shure, Audio Mixer, Broadcast.

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

Camera: Sony, Mevo.

Greenscreen, Tripods, Carrying Cases, SIM cards.

Drone.

Computer, Laptop, speakers, monitors.

Video encoder.

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

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

Number of Items: Varies

Cost per Item: Varies

Additional Cost per Item: \$0

Total: \$20,000

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

PARKS

| <i>Item</i> | <i>Acquisition Date</i> | <i>Purchase Type</i> | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>FY 28-29</i> | <i>Future Needs</i> |
|-------------------------|-------------------------|----------------------|---------------------|-----------------|-----------------|-----------------|-------------------|---------------------|
| | | | | | | | | |
| Hike & Bike Trail Seg 2 | New | New | 2,159,288 | | | | | |
| Mower/Shredder | New | New | 40,000 | | | | | |
| TOTAL PARKS | | | \$ 2,199,288 | \$ - | \$ - | \$ - | \$ 370,000 | \$ - |

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

GENERAL FUND PARKS

{Section}.73.

Item Description:

Leon Valley Huebner Creek Hike & Bike Trail Segment II.

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

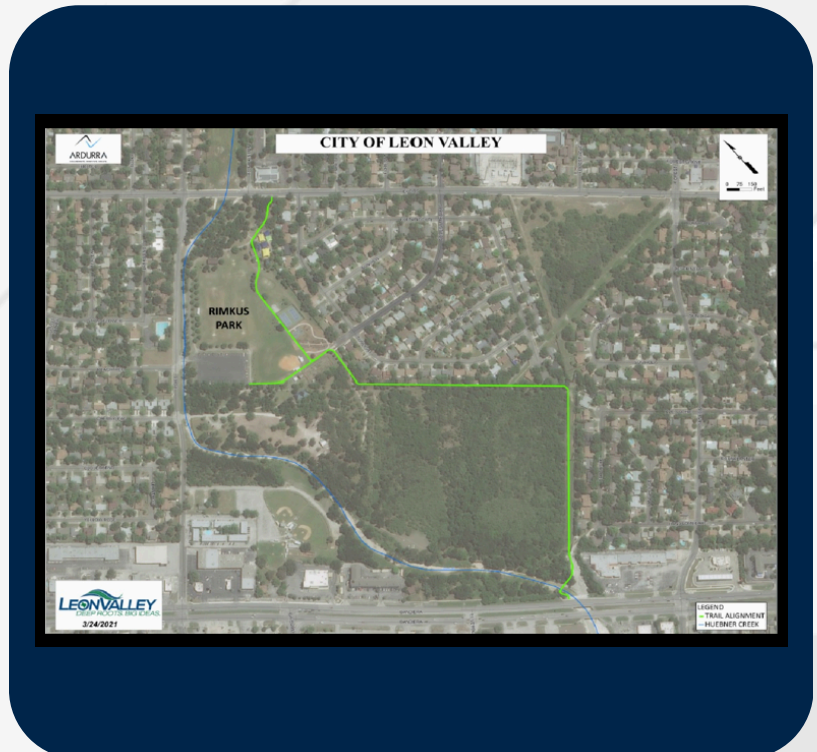
This project was granted funds from the MPO and is to connect to the existing Segment I at Huebner Creek. Reimbursement funds in the amount of \$1,260,312 will be received through TxDOT and the FHWA.

Number of Items: 1

Cost per Item: \$2,159,288

Additional Cost per Item: \$0

Total: \$2,159,288



GENERAL FUND

PARKS

{Section}.73.

Item Description:

Mower/shredder.

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

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

Number of Items: 1

Cost per Item: \$40,000

Additional Cost per Item: \$0

Total: \$40,000



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

LIBRARY

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

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

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

| | <i>FY 24-25</i> | <i>FY 25-26</i> | <i>FY 26-27</i> | <i>FY 27-28</i> | <i>FY 28-29</i> | <i>Future Needs</i> |
|-----------------------------|---------------------|-------------------|-------------------|-------------------|---------------------|---------------------|
| TOTAL BY FISCAL YEAR | \$ 2,953,913 | \$ 767,000 | \$ 723,000 | \$ 360,000 | \$ 1,530,000 | \$ - |

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

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

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

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

ENTERPRISE FUND

WATER

{Section}.73.

Item Description:

Replace water mains.

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

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

Number of Items: 1

Cost per Item: \$575,000

Additional Cost per Item: \$0

Total: \$575,000

ENTERPRISE FUND

WATER

{Section}.73.

Item Description:

Purchase 20 acre feet of water rights.

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

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

Number of Items: 20

Cost per Item: \$7,000

Additional Cost per Item: \$0

Total: \$140,000

ENTERPRISE FUND

SEWER

{Section}.73.

Item Description:

Replace sewer mains.

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

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

Number of Items: 1

Cost per Item: \$500,000

Additional Cost per Item: \$0

Total: \$500,000

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

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

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

RED LIGHT CAMERA FUND

TRAFFIC SAFETY

{Section}.73.

Item Description:

New Police Patrol Vehicle w/equipment

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

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

Number of Items: 1

Cost per Item: \$65,000

Additional Cost per Item: \$0

Total: \$65,000

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

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

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

COMMUNITY CENTER FUND

{Section}.73.

Item Description:

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

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

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

Number of Items: Varies

Cost per Item: Varies

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

Total: \$160,000

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

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

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

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS, RATIFYING THE FISCAL YEAR 2025 BUDGET THAT WILL RAISE MORE REVENUE FROM PROPERTY TAXES THAN LAST YEAR'S BUDGET BY AN AMOUNT OF \$291,133, WHICH IS A .0537101 PERCENT INCREASE FROM LAST YER'S BUDGET. THE PROPERTY TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLLS THIS YEAR IS \$10,663.77.

WHEREAS, during the 80th Legislative Session, the Texas legislature enacted H.B. No. 3195 to amend Section 102.007 by adding Subsection (c) to the Texas Local Government Code; and

WHEREAS, said Subsection (c) states that the adoption of a budget to raise less revenue from property taxes than in the previous year requires a ratification of the property tax increase reflected in the budget; and

WHEREAS, City Council desires to raise more revenue from property taxes in the FY 2025 Budget than in the FY 2024 Budget by \$291,133 or .0537101 percent; and

WHEREAS, it is necessary to ratify the property tax increase reflected in the FY 2025 Budget.

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

SECTION 1. The Annual Budget for the City of Leon Valley, Texas, for the Fiscal Year 2025, that will raise more total property taxes than the FY 2024 Budget by \$291,133 or .0537101 percent is hereby ratified.

SECTION 2. No expenditure of the funds of the City shall be made during said fiscal year except in strict compliance with the FY 2025 Adopted Budget.

SECTION 3. This Resolution shall become effective immediately upon passage by four (4) or more affirmative votes of the entire City Council; otherwise, said effective date shall be ten (10) days from the date of passage hereof.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 20th day of August 2024.

2024 PUBLIC HEARING PROPERTY TAX RATE (Ordinance 2nd Read)

Crystal Caldera, PhD
City Manager
City Council Meeting
August 20, 2024

Overview

- No-New-Revenue Tax Rate formerly known as the Effective Rate is generally equal to the total tax rate needed to raise the same amount of property tax revenue for the same properties in both the tax years

Overview

- Voter-Approval Tax Rate previously know as the Rollback Tax Rate provides the taxing unit with about the same amount of tax revenue it spent the previous year for day-to-day operations plus an extra 3.5% (previously 8%) increase for operations and sufficient funds to pay debts in the coming year
- Voter-Approval Tax Rate is the No-New-Revenue maintenance and operations tax rate times the 1.035 plus the current debt

Overview

- The 2023 adopted tax rate
 - \$0.484739
- The calculated 2024 No-new-revenue tax rate
 - \$0.482709
- The calculated 2024 Voter-approved tax rate
 - \$0.532911 (with unused increments)
- The 2024 proposed tax rate
 - \$0.484739 (same tax rate as last year)



Overview

Proposed Tax Rates

| | Adopted Tax Year 2023 | Proposed Tax Year 2024 | Difference |
|--------------|----------------------------------|-----------------------------------|-------------------|
| M&O | \$ 0.433176 | \$ 0.440021 | \$ 0.006845 |
| I&S | \$ 0.051563 | \$ 0.044718 | \$ (0.006845) |
| TOTAL | \$ 0.484739 | \$ 0.484739 | \$ - |

Overview

{Section}.75.

| <i>Average Home Value Increase</i> | | |
|---|------------|----------|
| TY 2023 | TY 2024 | Increase |
| \$204,675 | \$224,310 | \$19,635 |
| Average Tax Increase Due to Value Increase | | |
| TY 2023 | TY 2024 | Increase |
| \$992.14 | \$1,087.32 | \$95.18 |

Next Steps

- Vote to adopt the proposed 2024 tax rate of \$0.484739, which is the same tax rate as last year

2024 PUBLIC HEARING PROPERTY TAX RATE (Ordinance 2nd Read)

Crystal Caldera, PhD
City Manager
City Council Meeting
August 20, 2024

ORD. NO. 11-xx

AN ORDINANCE ESTABLISHING AND ADOPTING FOR THE PURPOSE OF TAXATION FOR THE CALENDAR YEAR 2024 AND FISCAL YEAR 2025; LEVYING A TAX OF \$0.440021 FOR MAINTENANCE AND OPERATIONS AND \$0.044718 FOR THE INTEREST AND SINKING FUND FOR A TOTAL TAX RATE OF \$0.484739 ON ALL PROPERTY SUBJECT TO TAXATION AND SITUATED IN THE CITY OF LEON VALLEY, TEXAS, ON THE FIRST DAY OF JANUARY 2024; ESTABLISHING THE RATE OF SAID LEVY; DETERMINING DUE DATE, DELINQUENT DATE, INTEREST RATES ON DELINQUENCIES, AND FOR PENALTIES FOR DELINQUENCIES; AND DETERMINING AND ENACTING OTHER MATTERS PERTINENT, NECESSARY AND INCIDENT TO THE SUBJECT; AND PROVIDING A SAVINGS CLAUSE.

WHEREAS, it is necessary to impose a tax of \$0.440021 for maintenance and operations shall be levied on all persons and property, real and personal within the City; and

WHEREAS, it is also necessary to impose a tax of \$0.044718 for the interest and sinking fund shall be levied on all persons and property, real and personal within the City; and

WHEREAS, in connection with said taxes, a total tax rate of \$0.484739 shall be levied on all property situated in the City of Leon Valley, shall be subject to taxation on the first day of January 2024; and

WHEREAS, also in connection with said taxes, taxes for the calendar year 2024 shall become due and payable October 1, 2024, and shall be delinquent on February 1, 2025; and

WHEREAS, it is necessary that all delinquent taxes shall bear interest at the rate of six (6) percent for the first month of delinquency and one (1) percent for each additional month or part of a month from the date of delinquency; and

WHEREAS, it is necessary that a tax delinquent on July 1, 2025 incurs a total penalty of twelve (12) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent; and

WHEREAS, it is also necessary to impose a penalty for failure to pay said taxes on or before January 31, 2025 for each successive month said tax remains unpaid; **NOW, THEREFORE,**

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

1. A tax is hereby levied on all persons and property, real and personal, within the City of Leon Valley, Texas, subject to taxation by the laws of this State, and situated within the City on the 1st day of January 2024 and the rate of said tax is hereby fixed and determined to be at the rate of \$0.484739 per each \$100 dollars of property valuation. The property tax rate is hereby allocated as follows:

- a. \$0.440021 per each \$100 dollars of property valuation for Maintenance and Operations (M&O), said tax being hereby levied for the calendar year beginning January 1, 2024 and ending December 31, 2024 for expenditure during the fiscal year beginning October 1, 2024 and ending September 30, 2025.

This tax rate will raise more taxes for Maintenance and Operations than last year's tax rate.

The tax rate will effectively be raised by 1.70% percent and will raise taxes for maintenance and operations on a \$100,000 home by approximately \$7.38.

- b. \$0.044718 per each \$100 dollars of property valuation for the Interest and Sinking Fund (I&S), said tax being hereby levied for the calendar year beginning January 1, 2024 and ending December 31, 2024 for expenditure during the fiscal year beginning October 1, 2024 and ending September 30, 2025.
2. It is hereby determined that the taxes above levied shall become due and payable on October 1, 2024, and all such taxes not paid on or before January 31, 2025, shall be and become delinquent on February 1, 2025.
 3. The following penalty and interest is hereby imposed on any person who fails to pay to the City of Leon Valley, Texas, all the taxes levied and imposed by the City upon his or her property for the year 2024 on or before the 31st day of January 2025:
 - a. A delinquent tax incurs a penalty of six (6) percent of the amount of the tax for the first calendar month it is delinquent plus one (1) percent for each additional month or portion of a month the tax remains unpaid prior to July 1 of the year in which it becomes delinquent. However, a tax delinquent on July 1 incurs a total penalty of twelve (12) percent of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax continues to incur the penalty provided by this section as long as the tax remains unpaid, regardless of whether a judgment for the delinquent tax has been rendered.
 - b. If a person who exercises the split-payment option provided by Section 31.03 of the Texas Property Tax Code fails to make the second payment before July 1, the second payment is delinquent and incurs a penalty of twelve (12) percent of the amount of the unpaid tax.
 - c. If a person qualifies for a four payment plan on property taxes imposed on that person's property they may choose to make four equal installments without penalty and interest if the first installment is paid before February 1 and is accompanied by notice to the taxing unit that the person will pay the remaining taxes in three equal installments. The second payment is due before April 1 and

the third installment is due before June 1. Payments are due under the four payment plan as follows:

- 1st payment – January 31st
- 2nd payment – March 31st
- 3rd payment – May 31st
- 4th payment – July 31st

- d. If a person who qualifies for a 10 month payment plan on property taxes imposed on that person's property they may choose to make 10 monthly installments each month, for ten months, beginning in October and continuing monthly through July of the following year.
4. That all costs that may be allowed and imposed by law shall be and the same are hereby imposed in addition to penalties and interest accruing under the provisions hereof against any property upon which taxes are delinquent.
5. That on any list prepared showing delinquent taxes for the City of Leon Valley, Texas, it shall not be necessary for the assessor and collector of taxes to show on any such list the penalties, interest and costs accrued against any land, lot and/or property delinquent in taxes, but in each and every instance all such penalties, interest and costs shall be and remain a charge imposed hereby, with the same force and effect as if listed on any such list of delinquent taxes, and the said assessor and collector shall calculate and charge all such penalties, interest and costs on all delinquent tax statements, or delinquent tax reports issued by him.
6. The tax hereby levied is levied for the purpose specified in and authorized by Vernon's Tax Code, Title 3, Chapter 302, Section 302.001(a), and none other, to-wit: For current expenses, and for the construction or purchase of public buildings, water works, sewers, and other permanent improvements within the limits of the City and the construction and improvement of the roads, bridges and streets of the City within its limits.
7. That the provisions of this ordinance are severable in the event any provision hereof shall be declared invalid by a Court of competent jurisdiction of this State, and it is hereby declared that the remaining provisions hereof would have been enacted notwithstanding such judicial determination and all remaining valid provisions hereof shall continue to be and remain in full force and effect.
8. This Ordinance shall take effect immediately from and after its passage.
9. It is hereby officially found and determined that the meeting at which this ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was give as required by the Open Meetings Act.

Mayor

ATTEST:

City Secretary

APPROVED AS TO FORM:

City Attorney

MAYOR AND COUNCIL COMMUNICATION

DATE: August 20, 2024

TO: Mayor and Council

FROM: Dr. Crystal Caldera, City Manager

SUBJECT: Discussion and Possible Action on an Ordinance Approving and Adopting the Tax Year 2024; Tax Rate for the Maintenance and Operations at \$0.440021 and the Interest and Sinking Fund at \$0.044718, for a Total Tax Rate of \$0.484739 (1st Read Was Held on 08-06-2024)

PURPOSE

The City is proposing to adopt a tax rate of \$0.484739 per \$100 of property valuation for the tax year 2024, which is the same as last year’s tax rate of \$0.484739. When a proposed tax rate exceeds the No-New-Revenue Tax Rate or the Voter-Approval Tax Rate, whichever is lower, Chapter 26 of the Texas Property Tax Code requires the City Council to vote to place the proposed Ordinance to adopt the tax rate on the agenda of a future meeting as an action item.

For the 2024 tax year, the proposed tax rate of \$0.484739 exceeds the No-New-Revenue Tax Rate of \$0.482709 by 0.4188%.

A record vote must be taken.

FISCAL IMPACT

Property taxes fund the activities in the General Fund and Debt Service Fund budgets for FY 2025.

STRATEGIC GOALS

N/A

RECOMMENDATION

Vote for the placement of a proposed Ordinance to adopt the City’s 2024 tax rate on the Agenda of August 20, 2024.

APPROVE: _____

DISAPPROVE: _____

APPROVE WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE
City Secretary

2024 PROPERTY TAX RATE (Ordinance 2nd Read)

Crystal Caldera, PhD
City Manager
City Council Meeting
August 20, 2024

Overview

- No-New-Revenue Tax Rate formerly known as the Effective Rate is generally equal to the total tax rate needed to raise the same amount of property tax revenue for the same properties in both the tax years

Overview

- Voter-Approval Tax Rate previously know as the Rollback Tax Rate provides the taxing unit with about the same amount of tax revenue it spent the previous year for day-to-day operations plus an extra 3.5% (previously 8%) increase for operations and sufficient funds to pay debts in the coming year
- Voter-Approval Tax Rate is the No-New-Revenue maintenance and operations tax rate times the 1.035 plus the current debt

Overview

- The 2023 adopted tax rate
 - \$0.484739
- The calculated 2024 No-new-revenue tax rate
 - \$0.482709
- The calculated 2024 Voter-approved tax rate
 - \$0.532911 (with unused increments)
- The 2024 proposed tax rate
 - \$0.484739 (same tax rate as last year)

Overview

Proposed Tax Rates

| | Adopted Tax Year 2023 | Proposed Tax Year 2024 | Difference |
|-------|----------------------------------|-----------------------------------|-------------------|
| M&O | \$ 0.433176 | \$ 0.440021 | \$ 0.006845 |
| I&S | \$ 0.051563 | \$ 0.044718 | \$ (0.006845) |
| TOTAL | \$ 0.484739 | \$ 0.484739 | \$ - |

Overview

{Section}.76.

| | Adopted Tax Year 2023 | Proposed Tax Year 2024 | Difference |
|-------|----------------------------------|-----------------------------------|-------------------|
| M&O | \$ 0.433176 | \$ 0.440021 | \$ 0.006845 |
| I&S | \$ 0.051563 | \$ 0.044718 | \$ (0.006845) |
| TOTAL | \$ 0.484739 | \$ 0.484739 | \$ - |

Next Steps

- Adopt the 2024 tax rate \$.484739, which is the same tax rate as last year

MAYOR AND CITY COUNCIL COMMUNICATION

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Melinda Moritz, Public Works Director

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

SUBJECT: Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management, Division 3 Drought Management, Section 14.11.073 Definitions and Section 14.11.074 Demand Reduction Measures to Revise the Definition of “Stage”, Add a Surcharge to (C), and Add (1) (E) Stage V, (3) (E) Stage V, and (8) Drought Surcharge Appeals; and Amend Appendix A Fee Schedule, Article A11.000 Water and Sewer Fees, Section A11.001 Generally to Add a Subsection (s) Critical Period Drought Management Surcharges, to Create Fees for Certain Water Usage Thresholds During Stages III, IV, and V Critical Period Drought Management

SPONSOR(S): N/A

PURPOSE

This M & C is to consider approval of an Ordinance amending the Leon Valley Code of Ordinances, Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management, Division 3 Drought Management, Section 14.11.073 Definitions and Section 14.11.074 Demand reduction measures to revise the definition of “Stage”, add a (1) (E) Stage V, (3) (E) Stage V, and (8) Drought Surcharge Appeals, to include language to address a Stage V and to provide for appeals, to revise the allowed watering hours, and finally to amend Appendix A Fee Schedule to create a critical period drought management surcharge when certain water usage thresholds are met.

Section 14.11.074 Demand reduction measures, (D) Stage IV restrictions states:

“A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if stage IV is still in effect at the beginning of the next billing month.”

The City has never been in Stage IV, a surcharge for this stage was never created, and there is no explanation as to how the additional funds would be used, although we can assume the additional funds would be used to encourage increased conservation, pay for more water rights, either by purchase or lease, and for additional code enforcement

support to prevent water waste. In addition, the code does not have a Stage V management period. The EAA does have a Stage V and it reduces the water pumping allowance to 44% of total water rights, and this should be reflected in the city's code.

As one-third of our city residents and businesses are connected to the San Antonio Water System (SAWS) water, it would be less confusing to the citizens to just adopt SAWS' drought surcharge rates. The City Council may also choose to delete any reference to a drought surcharge entirely.

If so desired, the amendments to the Code of Ordinances would be as follows:

Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management, Division 3 Drought Management

Sec. 14.11.073 Definitions – change the definition of “stage” from four to five stages:

“Stage. One of ~~four~~ five designated drought stages which may be declared by the city.”

The city's current Stage III restrictions do not mandate a drought surcharge, but SAWS' restrictions do. The changes to the Code would be as follows and would also apply the surcharge to Stage III:

Section 14.11.074 Demand reduction measures – add the surcharge to Stage III, and add subsections to #'s 1 and 3:

(C) “(vi) A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if Stage III is still in effect at the beginning of the next billing month.”

(1) “(E) Stage V. Water use reduction measures may be declared if the total supply of water from the Edwards Aquifer is insufficient to meet customer demand, even while complying with lesser restriction stages.”

(3) “(E) Stage V restrictions –

(i) Stage III landscape irrigation restrictions remain in effect.

(ii) A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if stage V is still in effect at the beginning of the next billing month.”

At the City Council's request, we added an appeals process as follows:

“(8) Drought Surcharge Appeals. An owner or occupant of a property that is being

assessed a drought surcharge may appeal the assessment to the Public Works Director. The Director shall follow the policy of the city for the application of and dismissal from drought surcharges. Any appeal denied by the Public Works Director may be heard and overturned by the governing body.”

Appendix A Fee Schedule, Article A11.000 Water and Sewer Fees, Section A11.001 Generally – add a Subsection (s) mandating a surcharge to match SAWS charges:

“(s) Critical Period Drought Management Surcharge

Drought management surcharges are in effect under Stages III, IV, and V Critical Period Drought management declarations and the fees to be charged are as currently adopted by the San Antonio Water System as Drought Surcharge and Non-Compliant Charges, incorporated by reference as though copied herein fully. Stage V surcharges are to be the same as in Stage IV, unless otherwise revised by SAWS.”

FISCAL IMPACT

From the San Antonio Water System:

“Drought Surcharge

Drought Surcharges are not applied unless a customer’s billed use achieves the volumetric thresholds shown. While the rate remains the same in Stage 3 and Stage 4, there are different thresholds in each stage such that the surcharge is incurred sooner in Stage IV drought conditions than in Stage V drought conditions.

| Drought Surcharge Rate Structure | | | | |
|-------------------------------------|---------------------------|---------------------|-----------------------------|-----------------------------|
| Customer Class | Rate Per Thousand Gallons | Meter Size (inches) | Stage 3 Threshold (gallons) | Stage 4 Threshold (gallons) |
| Residential | \$10.37 | All Sizes | 20,000 | 12,000 |
| Billed Commercial Irrigation | \$10.37 | 5/8 | 12,000 | 7,200 |
| | | 3/4 | 18,000 | 10,800 |
| | | 1 | 30,000 | 18,000 |
| | | 1.5 | 60,000 | 36,000 |
| | | 2 | 96,000 | 57,600 |
| | | 3 | 210,000 | 126,000 |
| | | 4 | 360,000 | 216,000 |
| | | 6 | 810,000 | 486,000 |
| | | 8 | 1,080,000 | 648,000 |
| | | 10 | 1,440,000 | 864,000 |

The surcharge is not a legal citation, just an additional charge on the water bill. The fees would be used to acquire water rights, either by lease or purchase.

RECOMMENDATION

At City Council discretion, although Staff does recommend approval in adding a Stage V to the regulation.

APPROVED : _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL AMENDING THE LEON VALLEY CODE OF ORDINANCES, CHAPTER 14 UTILITIES, ARTICLE 14.11 WATER CONSERVATION AND DROUGHT MANAGEMENT, DIVISION 3 DROUGHT MANAGEMENT, SECTION 14.11.073 DEFINITIONS AND SECTION 14.11.074 DEMAND REDUCTION MEASURES TO AMEND THE HOURS FOR WATERING, REVISE THE DEFINITION OF “STAGE”, ADD A SURCHARGE TO (C), AND ADD (1) (E) STAGE V AND (3) (E) STAGE V; AND AMEND APPENDIX A FEE SCHEDULE, ARTICLE A11.000 WATER AND SEWER FEES, SECTION A11.001 GENERALLY TO ADD A SUBSECTION (S) CRITICAL PERIOD DROUGHT MANAGEMENT SURCHARGES, TO CREATE FEES FOR CERTAIN WATER USAGE THRESHOLDS DURING STAGES III, IV, AND V CRITICAL PERIOD DROUGHT MANAGEMENT; PROVIDING FOR REPEALER, SEVERABILITY, AND SAVING CLAUSES; PROVIDING FOR A PENALTY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 14 Utilities, Division 3 Drought Management requires that Leon Valley water customers observe certain critical period drought management regulations, but it does not provide for a Stage V Critical Period; and

WHEREAS, Appendix A Fee Schedule does not provide for the collection of drought surcharges as stated in Chapter 14 Utilities Drought Management regulations; and

WHEREAS, a portion of the city’s residents are connected to the San Antonio Water System and SAWS does collect a drought management surcharge on those residents, which is confusing to the citizens as a whole; and

WHEREAS, to be fair and uniform city-wide, the City Council now wishes to amend the Code to include the Stage V Critical Period Management and to establish fees for drought management surcharges;

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

SECTION 1. Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management, Division 3 Drought Management, Section 14,11.073 Definitions, the definition of “Stage” is here by amended as follows:

“Stage. One of five designated drought stages which may be declared by the city.”

SECTION 2. Section 14.11.074 Demand reduction measures is hereby amended to revise watering hours, add a surcharge to Stage III, and add subsections to #'s 1 and 3, and add a subsection 8 Drought Surcharge Appeals as stated in Exhibit A attached hereto.

SECTION 3. Appendix A Fee Schedule, Article A11.000 Water and Sewer Fees, Section A11.001 Generally is hereby amended to add a Subsection (s) mandating a surcharge to be compatible with SAWS charges as follows:

“(s) Critical Period Drought Management Surcharge

Drought management surcharges are in effect under Stages III, IV, and V Critical Period Drought management declarations and the fees to be charged are as currently adopted by the San Antonio Water System as Drought Surcharge, incorporated by reference as though copied herein fully. Stage V surcharges are to be the same as in Stage IV, unless otherwise revised by SAWS.”

SECTION 4. 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 5. 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 6. 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 20th day of August, 2024.

APPROVED

CHRIS RILEY

MAYOR

Attest:

SAUNDRA PASSAILAIGUE, TRMC

City Secretary

Approved as to Form:

City Attorney

Amendment to
Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management,
Division 3 Drought Management, Section 14.11.074 Demand Reduction Measures

Exhibit A

Note: Blue text are additions, red strikeouts are deletions

Sec. 14.11.074 Demand reduction measures

The demand reduction measures for all water uses in stages I, II, III, ~~and~~, IV, and V are set out in this section.

- (1) *Declaration of emergency stages.* The city council or the city manager shall determine when conditions warrant implementation of the emergency drought management plan. The plan is declared when the aquifer is at or below 660 feet msl as measured at the test well (J-17). Regardless of aquifer level, the city may advance stages as needed to effect compliance with pumping limitation goals. The various stages shall be declared as follows:
 - (A) *Stage I.* Stage I water use reduction measures shall be declared to be in effect when the aquifer level at the J-17 well drops to 660 feet above msl (mean sea level), based on a ten-day rolling average calculated and determined by the Edwards Aquifer Authority.
 - (B) *Stage II.* Stage II water use reduction measures shall be declared to be in effect when the aquifer level at the J-17 well drops to 650 feet above msl based on a ten-day rolling average calculated and determined by the Edwards Aquifer Authority.
 - (C) *Stage III.* Stage III water use reduction measures may be implemented when the J-17 well falls to 640 feet above msl based on a ten-day rolling average calculated and determined by the Edwards Aquifer Authority.
 - (D) *Stage IV.* Stage IV water use reduction measures may be declared if the total supply of water from the Edwards Aquifer is insufficient to meet customer demand, even while complying with lesser restriction stages.
 - (E) *Stage V.* Stage V water use reduction measures may be declared if the total water supply from the Edwards Aquifer is insufficient to meet customer demand, even while complying with lesser restriction stages.
- (2) *Beginning and end of emergency drought management stages.*
 - (A) The city manager will declare the drought stage based on levels in the county J-17 well, or as a result of consultation with the Edwards Aquifer Authority.
 - (B) An emergency drought management stage will remain in effect for at least 30 days unless a more restrictive stage is implemented. A stage may be

rescinded before the 30 days expire if the city manager determines aquifer groundwater levels are sufficient to end the stage.

(3) *Watering restrictions.*

(A) *Stage I restrictions.* When stage I is in effect, the following restrictions apply:

- (i) Landscape watering with an irrigation system, ~~or sprinkler, or soaker hose~~ is allowed only once a week ~~before 11:00 a.m. or after 7:00 p.m.~~, but only ~~midnight to 10:00 am and 9:00 pm to midnight~~ on your designated watering day, in accordance with the last digit of the property address as follows:

| Last Digit of Address | Day of Week |
|-----------------------|-------------|
| 0—1 | Monday |
| 2—3 | Tuesday |
| 4—5 | Wednesday |
| 6—7 | Thursday |
| 8—9 | Friday |

Watering days begin and end at midnight; overnight watering is not allowed. All businesses and apartment complexes will use Wednesday as their watering day. Areas without a street address such as medians and neighborhood entryways will also use Wednesday as their watering day.

- (ii) No person may use groundwater for an ornamental outdoor fountain or similar feature unless a variance has been obtained for 100 percent non potable water use.
- (iii) Owners of exempt Edwards formation wells must comply with these restrictions.
- (iv) Operators of **golf courses**, athletic fields, **and parks** must submit a conservation plan to the city. **Golf courses, athletic fields, and parks** may not irrigate between 11:00 a.m. and 7:00 p.m.
- (v) Residential washing of vehicles or other equipment is allowed only on assigned watering days and times. A hose with an automatic shutoff nozzle or bucket of five gallons or less may be used. Water should not be allowed to run into the street.
- (vi) Washing of impervious cover such as parking lots, driveways, streets or sidewalks is prohibited.
- (vii) Hand watering with a hand-held hose, ~~soaker hose~~, drip irrigation, bucket or watering can is permitted any time and any day.

~~(viii) All nonpublic swimming pools must have a minimum of 25 percent of the surface area covered with evaporation screens when not in use. Inflatable pool toys or floating decorations may be used for this purpose.~~

(ix) The use of commercial carwash facilities is allowed any day.

(B) *Stage II restrictions.*

- (i) Landscape watering is permitted once a week from ~~7:00—11:00 a.m. and 7:00—11:00 p.m.~~ 5:00 am to 10:00 am and 9:00 pm to midnight on the designated watering day. Landscape watering by means of a properly installed irrigation system, sprinkler, or soaker hose is permitted on the authorized watering day during the designated hours listed in this subsection. Watering with drip irrigation or five-gallon bucket is permitted Monday through Friday ~~any day~~, but only between ~~7:00—11:00 a.m. and 7:00—11:00 p.m.~~ 5:00 am to 10:00 am and 9:00 pm to midnight. Watering with a handheld hose is allowed any time on any day.
- (ii) Filling of all new and existing swimming pools is prohibited, unless at least 30 percent of the water is obtained from a source other than the aquifer. Groundwater may be used to replenish swimming pools to maintenance level.
- (iii) Draining of swimming pools is permitted only onto a pervious surface or onto a pool deck where the water is transmitted directly to a pervious surface, only if necessary to:
 - a. Remove excess water from the pool due to rain to lower the water to the maintenance level;
 - b. Repair, maintain, or replace a pool component that has become hazardous;
 - c. Repair a pool leak; and
 - d. All nonpublic swimming pools must have a minimum of 25 percent (25%) of the surface area covered with evaporative screens when not in use; inflatable pool toys or floating decorations may be used for this purpose.
- (iv) Restrictions stated in stage I remain in effect, unless added to or replaced by stage II rules.
- (v) Owners of exempt wells must comply with these restrictions.
- (vi) Washing impervious cover such as parking lots, driveways, streets, or sidewalks is prohibited. Health and safety exceptions to this rule may be requested from the city in writing.
- (vii) Hotels, motels and other lodging must offer and clearly notify guests of a "linen/towel change on request only" program.

(viii) Restaurants may serve water only on request (to reduce dishwashing).

(ix) Charity carwashes are allowed only at commercial carwash locations.

(C) *Stage III restrictions.*

- (i) All restrictions stated in stage I and stage II remain in effect unless replaced by stage III rules as follows.
- (ii) Landscape watering is allowed once per week with an irrigation system, sprinkler, or soaker hose from ~~7:00 to 11:00 a.m. and 7:00 to 11:00 p.m.~~ 5:00 am to 10:00 am and from 9:00 pm to midnight on your designated watering day, as determined by your address. Watering with drip irrigation is allowed every Monday, ~~Wednesday~~ and Friday, but only from ~~7:00—11:00 a.m. and 7:00—11:00 p.m.~~ 5:00 am to 10:00 am and from 9:00 pm to midnight.
- (iii) Hotels, motels and other lodging must limit linen/towel changes to once every three nights, except for health and safety.
- (iv) Groundwater from the aquifer may be used when and to the extent necessary to prevent danger to public health, safety, or welfare.
- (vi) A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if stage III is still in effect at the beginning of the next billing month.

(D) *Stage IV restrictions.*

- (i) Stage III landscape irrigation restrictions remain in effect.
 - (ii) A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if stage IV is still in effect at the beginning of the next billing month.
 - (iii) Landscape watering is only allowed once every other week, from 5:00 am to 10:00 am or 9:00 pm to midnight on your designated watering day.
- (4) *End of emergency drought management plan.* The emergency drought management plan and [restrictions] for each stage may be terminated or changed at the discretion of the city manager after the trigger condition of a stage has been exceeded and after considering the J-17 water well level, pumping trends, current precipitation and the outlook for additional precipitation.
- (5) *Use necessary for public health or safety.* Notwithstanding any provision of these rules, underground water may be used when and to the extent it is

necessary to prevent danger to public health, safety, or welfare, or to the extent required by state or federal law.

(6) **Golf courses, athletic fields, and parks.**

(A) An owner or operator of a **golf course**, athletic field, or **park** who files with the city a conservation and reuse plan which plan has been approved by the city may apply underground water to the field in accordance with this section. **Golf courses, athletic fields, and parks** that are not covered by an approved conservation and reuse plan must comply with all maximum allowable and specific restrictions provided in these rules.

(B) A conservation and reuse plan **for athletic fields** must contain the following information:

- (i) The name, title, address, and telephone number of the owner or operator **of the athletic field**;
- (ii) The name, title, address, and telephone number of the persons responsible for the watering **of the field**;
- (iii) Whether the **facility field** is public or private, and the population served **by the field**;
- (iv) The location, dimensions, type of facility **athletic field**, and type of turf;
- (v) A description of the water delivery system used and how and when it is used;
- (vi) A description of management practices relating to watering **the field** that are employed to control the amount of water applied **to the field**;
- (vii) A description of any turf areas that are not essential to the functioning **of the field** that are or could be watered in accordance with the specific restrictions on landscape watering contained in these rules;
- (viii) A statement of what the owner or operator believes is a minimum amount of water and a minimum watering regimen during critical periods that applies only to the amount of water necessary to maintain the viability of the turf without creating a safety hazard to users of the field;
- (ix) A statement of any action or plans to obtain alternative water supplies such as reuse water, and if applicable a copy of any letter of commitment from a water purveyor regarding supplying such water to the field;
- (x) Any other information required by the city; and
- (xi) Any such plan filed with the city shall be a variance (see section 14.11.075) and shall follow the procedure for a variance request and be subject to the terms and conditions thereof.

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- (7) *Use of recycled water.* The use of recycled water may be used to irrigate any day between the hours of 7:00 p.m. and 11:00 a.m. without waste. Signs identifying property as using a recycled water source must be posted on site at a location where the general public can view it.
 - (8) *Drought Surcharge Appeal.* An owner or occupant of a property that is being assessed a drought surcharge may appeal the assessment to the Public Works Director. The Director shall follow the policy of the city for the application of and dismissal from drought surcharges. Any appeal denied by the Public Works Director may be heard and overturned by the governing body.



| | |
|---|---|
| SECTION: Public Works | REFERENCE NUMBER: W-15 |
| SUBJECT: Drought Surcharge Policy | EFFECTIVE DATE: 09/01/2024 |
| FROM: Crystal Caldera, Ph.D., CITY MANAGER | LAST REVISION DATE: 09/01/2024 |

A. PURPOSE

1. The drought surcharge fees were adopted to discourage Leon Valley water customers from overwatering and water wasting during periods of Stage III, Stage IV, and Stage V Critical Drought Management. Funds collected from the surcharge fees are to be used to purchase or lease water rights.
2. This policy will ensure that drought surcharge fees are fairly and impartially applied and that customers are not unfairly burdened by this charge due to the watering of produce gardens, new landscaping, unknown water leaks, and other situations.

B. DEFINITIONS

1. Responsible party. The Leon Valley Water System water and/or wastewater customer, property owner, occupant, or resident, of a property where the violation is observed shall be the responsible party for a violation of this policy, unless an alternative person is designated by the named meter holder and accepts responsibility, and it is documented in writing by both the alternative individual and the meter holder. If there is no meter, the property owner, occupant, or resident shall be the responsible party.

C. PROCEDURES

1. The Utility Billing Clerk will monitor all residential and commercial accounts for excessive water usage according to the drought surcharge table.
2. If it is found that an account is continuously using more than the allotted number of gallons of water, the drought surcharge will be applied to the account. Continuous use is a responsible party using over the allotted amount for three or more consecutive months.
3. In addition, the Utility Crew and Code Enforcement personnel will surveil the city for suspicious watering activity. Suspicious watering activity includes, but is not limited to, watering by irrigation on non-watering days or hours, or evidence that vegetation may be receiving more water than vegetation on surrounding properties during periods of drought management.

4. If non-compliance is suspected or observed, the official investigating the occurrence shall take pictures and collect any other evidence relating to the overwatering.
5. The official investigating the occurrence will then notify the responsible party of the possible violation, either by mail, in person, hangtag, email, or by phone. Every attempt will be made to assist the responsible party to come into compliance with the drought management stage watering regulations.
6. If the violation continues, a letter will be sent by certified mail mandating that the responsible party comes into compliance with the regulations within ten days of receipt of the notification.
7. If after ten days the responsible party continues to violate the watering regulations, a citation will be issued to the responsible party.
8. Appeals. The responsible party may appeal the decision to apply a drought surcharge to the account. All appeals must be requested in writing by the customer within ten days of receipt of notice of the drought surcharge being applied to the account. The following information, at a minimum, must be included in the appeal:
 - a. Name of customer;
 - b. Service address and/or account number;
 - c. Name of representative (if any);
 - d. Customer's home and work telephone numbers;
 - e. Nature of appeal and resolution desired; and
 - f. Customer's signature.

Appeals received will be routed to the Public Works Director for review and recommendation. Once a recommendation has been made, the appeal will be forwarded to the City Council for a final decision.

C. RESPONSIBILITIES

1. The Public Works Director or his designee is responsible for making a recommendation on an appeal and for any revisions to this policy.
2. The City Council is responsible for making a final decision on a request for an appeal.

Code Amendment
Chapter 14 Utilities
Appendix A Fee Schedule
Critical Period Drought Management Surcharges

Melinda Moritz
Public Works Director
City Council Meeting
August 20, 2024

Summary

- Question
 - City Council is being asked to approve amendments to LVCC Chapter 14 Utilities, Article 14.11 Water Conservation and Drought Management, Division 3 Drought Management and Appendix A Fee Schedule to revise watering hours, add a Stage V, and to create a Critical Period Drought Management Surcharge
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - Staff recommends the addition of a Stage V critical management period, revise watering hours, and a add a Stage III, Stage IV, and Stage V drought surcharge

Purpose

- To consider amending the city's drought management regulations to revise a definition, revise watering hours, add Stage V restrictions, & amend the fee schedule to create drought management surcharges
- The surcharges would go into effect when the city declares Stage III, IV, and V critical period drought management restrictions
- The surcharges would affect all Leon Valley water customers
 - They already affect all SAWS customers

Background

- City's drought management ordinance was created in 1994
- Had Stages I-IV, but no Stage V
- Mentioned a surcharge when in Stage IV, but no fee assessed in Fee Schedule
- Watering hours were never revised

Background

- Section 14.11.074 Demand reduction measures, Subsection (3) Watering restrictions, (D) Stage IV restrictions states:
 - “A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if stage IV is still in effect at the beginning of the next billing month.”

Background

- The City has never been in Stage IV, a surcharge for this stage was never created, & there's no explanation as to how the funds would be used
 - Can assume would be to encourage increased conservation, pay for more water rights (lease or purchase), and for more code enforcement
- Code also doesn't have Stage V management period
- EAA does have a Stage V (reduces pumping to 44% of total rights), which should be reflected in city code
- Watering hours in the Code do not match SAWS, which is confusing for LV water customers

Background

- As 1/3rd of residents & businesses are connected to SAWS water, it would be less confusing to the citizens to just adopt SAWS' watering hours
- Drought surcharge fee was never adopted & doesn't apply to Stage III like SAWS
 - The City Council may also choose to delete any reference to a drought surcharge entirely

Proposed Code Amendments

- Sec. 14.11.073 Definitions – change the definition of “stage” from four to five stages:
- “Stage. One of ~~four~~ five designated drought stages which may be declared by the city.”

Proposed Code Amendments

- Code Amendments would apply surcharge to Stages III & IV, & add a Stage V:
 - (C) “(vi) A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if Stage III is still in effect at the beginning of the next billing month.”
 - (1) “(E) Stage V. Water use reduction measures may be declared if the total supply of water from the Edwards Aquifer is insufficient to meet customer demand, even while complying with lesser restriction stages.”

Proposed Code Amendments

- (3) “(E) Stage V restrictions –
 - (i) Stage III landscape irrigation restrictions remain in effect.
 - (ii) A drought surcharge is assessed on all accounts for water used or assumed to be used for landscape irrigation. The surcharge is to remain in effect for a minimum of one complete billing month and will remain in effect if stage V is still in effect at the beginning of the next billing month.”
- Change watering hours to match SAWS

Proposed Code Amendment

- Appendix A Fee Schedule, Article A11.000 Water and Sewer Fees, Section A11.001 Generally – add a Subsection (s) mandating a surcharge:
 - “(s) Critical Period Drought Management Surcharge
 - Drought management surcharges are in effect under Stages III, IV, and V Critical Period Drought management declarations and the fees to be charged are as currently adopted by the San Antonio Water System as Drought Surcharge, incorporated by reference as though copied herein fully. Stage V surcharges are to be the same as in Stage IV, unless otherwise revised by SAWS.”

SAWS Drought Surcharge

- “Drought Surcharge - Drought Surcharges are not applied unless a customer’s billed use achieves the volumetric thresholds shown. While the rate remains the same in Stage 3 and Stage 4, there are different thresholds in each stage such that the surcharge is incurred sooner in Stage IV drought conditions than in Stage V drought conditions.”

| Drought Surcharge Rate Structure | | | | |
|-------------------------------------|---------------------------|---------------------|-----------------------------|-----------------------------|
| Customer Class | Rate Per Thousand Gallons | Meter Size (inches) | Stage 3 Threshold (gallons) | Stage 4 Threshold (gallons) |
| Residential | \$10.37 | All Sizes | 20,000 | 12,000 |
| Billed Commercial Irrigation | \$10.37 | 5/8 | 12,000 | 7,200 |
| | | 3/4 | 18,000 | 10,800 |
| | | 1 | 30,000 | 18,000 |
| | | 1.5 | 60,000 | 36,000 |
| | | 2 | 96,000 | 57,600 |
| | | 3 | 210,000 | 126,000 |
| | | 4 | 360,000 | 216,000 |
| | | 6 | 810,000 | 486,000 |
| | | 8 | 1,080,000 | 648,000 |
| | | 10 | 1,440,000 | 864,000 |

Recommendation

- At the last Council meeting, staff was directed to add an appeals process to the Ordinance & create internal policy for how surcharge to be applied & to give customers relief
- Also asked to find out how many residential customers used over 20,000-gallons per month
 - 35 customers used over 20,000 gallons per month
 - 184 used between 12,000 – 19,000 gallons per month
 - Some caused by leaks, one-time events, other
- Staff added the appeals section, created policy, & removed reference to non-compliance fee

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.
 - 7/16/2024 council will hear a new presentation
 - Some council expressed concern that the water rate does not match SAWS. Some council expressed concern that that by not increasing water rates the water infrastructure will not get addressed.
 - Everyone agreed on the surcharge and looking at the affordability rate
 - Staff will bring back the Surcharge on 8/6/2024.
 - New rates will be brought back to the council in September 2024.
 - Second Read on the Surcharge 8/20/2024.
- **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.
 - 8/6/2024 – budget adjust will be presented to council in the amount of \$168,000
 - Second Read on the Budget Adjustment is scheduled for 8/20/2024.
 - After council approval, the following is the timeline:
 - Preliminary Design – 1.5 months (45 days) from NTP
 - Final Design – 3-4 months (90-120 days)
 - Environmental – TBD – 3-6 months and will be concurrent with design
 - Bidding and Construction – TBD based on funding – Not Authorized at this time
- **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
 - On 6/4/2024, the council voted to enter into a contract with one stop to purchase the property.
 - 6/25/24 Zoning commission heard the preliminary hearing for the PDD
 - 7/23/2024 Zoning commission will have a public hearing on the PDD
 - Zoning commission is sending this to council with a denial recommendation

- First read by council 8/6/2024
- Second Read by council 8/20/24
- **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.
 - RFP closes July 18, 2024
 - Council will elect a committee on 7/16/2024
 - Council elected the committee
 - Staff only received two RFPs

- Extended the submittal deadline to August 22, 2024, committee has been contacted and a meeting will be scheduled after that date.
- **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 after the council retreat.
 - This item is still pending. Council did not get this item at the retreat.
- **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.
 - Will be discussed on 7/13/2024 council retreat
 - Waiting until after the development or until it is added by city council.
- **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
- Will be discussed at the council retreat on 7/13/2024
- This item was briefly discussed and will be brought back to city council.
- **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
 - Zoning commission revisited on 6/5/2024
 - Zoning commission will revisit in September

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.
 - The Council decided at the retreat not to address this issue.
- **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 has decided not to spend the funds on this project at this time.
 - This will be discussed during the town hall meeting update with 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 the Master Plan.
 - P & Z Director investigating a university conducting the plan.

- Boundaries of the neighborhood
- This has been placed in the FY 2025 budget.
 - Council has decided to move the \$250,000 to the city's emergency fund.
- **Sewer Service Charge Adjustments**
 - Council meeting 2/15/22.
 - Impact Fees Removed.
 - Sewer Charges will be brought back at a later time.
 - Impact fees were discussed on 6/4/2024 first read
 - Second read scheduled for 7/16/2024
 - Council passed the impact fees but wants the engineer to reevaluate the fee to include the new water rights purchase amount.
- **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.
 - On 2/7/2023, the 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
- **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 – approved as presented.