



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, November 21, 2023 at 6:00 PM

**AGENDA**

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**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](mailto:citizenstobeheard@leonvalleytexas.gov). All Other Citizen Participation May Be Provided In-Person at City Council Chambers.**

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- 1. Call to Order; Determine a Quorum is Present, Pledge of Allegiance**
- 2. Citizens to be Heard**
- 3. Presentations**
  1. Presentation, Discussion, and Direction on the Huebner Creek Erosion Control Project - M. Moritz, Public Works Director
  2. Presentation, Discussion, and Possible Direction on Pool Repairs and Possible Closures – Dr. Crystal Caldera, City Manager
- 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, December 05, 2023, at 6:30 PM, in City Council Chambers.**

**City Offices and Municipal Court will be closed Thursday, November 23, 2023 and Friday, November 24, 2023 in observance of the Thanksgiving Holiday.**

**Breakfast with Santa, Saturday, December 02, 2023, from 8:00 AM to 10:30 AM, at the Leon Valley Public Library.**

**Lighting of the Christmas Tree and Celebration, Monday, December 04, 2023, at 6:00 PM, in the grassy area outside of the Leon Valley Conference Center.**

**Miscellaneous other events and announcements.**

## **6. Consent Agenda**

1. Discussion and Possible Action Approving of the Following City Council Minutes:
  - a. 11-07-2023 Regular City Council Meeting Minutes
2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:
  - a. 06-29-2022 Board of Adjustment Minutes
  - b. 04-13-2023 Library Advisory Board Meeting Minutes
3. Presentation and Discussion of the Monthly Financial Report Ending October 30, 2023 - C. Goering, Finance Director
4. Presentation, Discussion, and Possible Direction Authorizing the City Council to Amend the Leon Valley Code of Ordinance, Chapter 11- Taxation, by Adding 11.05 – Short Term Rentals- Occupancy Tax -Article 11.05 – Short Term-Rentals- Occupancy Tax (1st Read was Held 11-07-2023) - R. Salinas, Director Of Economic Development
5. Presentation, Discussion, and Possible Action of an Ordinance Revising Chapter 15 Zoning, Division 3 Administration, Section 15.02.103 Certificate of Occupancy, to Require a Complete and Accurate Application and Owner Affidavit for a Certificate of Occupancy (C of O) - (1st Read was Held 11-07-2023) - R. Salinas, Economic Development Director
6. Discussion and Possible Action on a Resolution of the City of Leon Valley, TX., City Council Appointing Gregory Meffert as Alternate to the Leon Valley Planning & Zoning Commission - Mayor Chris Riley
7. Presentation, Discussion and Possible Action a Resolution Giving the City of Leon Valley's Seven (7) Votes to Dave Gannon (NISD) for the Bexar Appraisal District Board of Directors for the 2024 Term - Chris Riley, Mayor

## **7. Regular Agenda**

1. Presentation, Discussion, and Possible Action to Approve a Plat with Requested Variances on 9.1810 Acre Tract of Land, Being P-4A, ABS 530, CB 4432 and Being Platted as the Trilogy Subdivision, Consisting of 67 Residential Lots, Located at the Intersection of Evers and Seneca Drive - M. Teague, Planning and Zoning Director

2. Discussion, Presentation, and Possible Action on an In-Kind Grant Application for Tax Aide Services through AARP
3. Presentation and Discussion of an Ordinance Authorizing Budget Adjustments for the FY 2023-2024 Council Approved Economic Development and General Fund in the amount of \$675,046, Enterprise Fund in the amount of \$1,577,930, Street Maintenance Fund in the amount of \$1,349,498, Traffic Safety Fund in the amount of \$86,830, and Community Center Fund in the amount of \$12,000 for Capital and Rollover Projects (1st Reading as Required by City Charter) - C. Goering, Finance Director
4. Presentation, Discussion and Possible Action Adding Topics to the January 27, 2024, Annual Town Hall Meeting - Mayor Chris Riley
5. Discussion and Possible Action on a Resolution Authorizing the City Manager to Enter into a Lease Agreement with Poppy's Café for the Rental of the Kinman House Located at 6417 Evers Road - R. Salinas, Director of Economic Development
6. Presentation, Discussion, and Possible Action on the 2024 City Calendar of Events - S. Passailaigue, City Secretary
7. Discussion and Possible Action on a Resolution of the City Council of the City of Leon Valley, Texas, Waiving Open Records Fees for Open Record Request Or-2023-363 - S. Passailaigue, City Secretary
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.**
9. **The City Council Shall Meet in Executive Session to Discuss the Following:**
  1. Pursuant to Texas Government Code, Chapter 551, Section 551.072, Deliberations on Real Property: 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), Various Parcels located William Rancher, Grass Hill, Samaritan, and Aids Drive BCAD Parcel Identification No.’s 217816, 217817, 217818, 217819, 217820, 217281, 217838, 217840,217843 (21 Acres)
10. **Reconvene into Regular Session**
11. **Possible Action on Issues Discussed in Executive Session If Necessary**
12. **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/meetings> This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To plan, call (210) 684-1391, Extension 216.



SAUNDRA PASSAILAIGUE, TRMC  
City Secretary  
November 17, 2023 11:55 AM

