



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, December 02, 2025 at 6:30 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** - 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. Direction to Staff on Purchase of Items for Veteran's Memorial - M. Moritz, Public Works 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:**
    - **Tuesday, December 16, 2025 – Regular City Council Meeting**  
6:30 PM · City Council Chambers
    - **Saturday, December 6, 2025 – Breakfast with Santa**  
9:00 AM –11:30 AM · Leon Valley Public Library

- **Wednesday, December 24, 2025 – Thursday, January 1, 2026 – City Offices & Municipal Court Closed**  
Christmas, Winter Break & New Year's Day (City Hall reopens Friday, January 2, 2026)
- **Monday, December 15, 2025 through Friday, December 19, 2025 - Leon Valley Fire Department - Santa Run, 6:00 PM - 8:00 PM**
- **Public Library Holiday Hours:** Closed December 24th - 26th in observance of Christmas; will reopen on Saturday, December 27, 2025
- **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. 11-18-2025 Regular City Council Meeting Minutes
2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:
  - a. 10-09-2025 Library Advisory Board Meeting Minutes
3. Discussion and Possible Action on an Ordinance of the City of Leon Valley, TX, City Council Authorizing Budget Adjustments for FY 2026 that were FY 25 Capital Improvements/Projects Rollovers for General Fund in the Amount of \$535,167, Traffic Safety Fund in the amount of \$10,423, Enterprise Fund in the Amount of \$1,103,645, and Street Maintenance Fund in the Amount of \$2,721,410 for Capital and Rollover Projects; Providing for Repealer, Severability and Saving Clauses; and Providing for an Effective Date (1st Read was Held on 11/18/25) - C. Goering, Finance Director
4. Discussion and Possible Action on an Ordinance Authorizing a Budget Adjustment for the Fiscal Year 2025-2026 to the General Fund Budget in the amount of \$28,000 for the Purpose of Increasing the Information Technology Department Budget to Provide Funding for the Migration to Microsoft 365 (1st Read was Held on 11/18/2025) - C. Goering, Finance Director
5. Discussion and Possible Action on an Ordinance Authorizing a Budget Adjustment for Fiscal Year 2026 from the Enterprise Fund Reserve, in the Amount of \$454,630 for the 2025 Forest Oaks Sewer Main Improvements Project, and Awarding the Lowest Qualified Bid in the Amount of \$844,878 with \$126,732 for Contingency (15%), and Authorizing the City Manager to Enter into a Contract with R.L. Jones, LP for the 2025 Forest Oaks Sewer Main Improvements Project (1st Read was Held on 11-18-2025) - D. Dimaline, Assistant Public Works Director
6. Discussion and Possible Action on Ordinance Authorizing a Budget Adjustment for Fiscal Year 2026 General Fund Budget in the Amount of \$121,650 for the Purpose of Increasing Funding for the Economic Development Department to Fund Council Approved Economic Development Projects from the Previous Fiscal Year (1st Read was Held 11-18-2025) – R. Salinas, Executive Director.

7. Discussion and Possible Action on an Ordinance to Amend the Leon Valley Code of Ordinances Article 2.04 Registration of Dogs and Cats (1st Read was Held on 11-18-2025) - R. Salinas, Executive Director
8. Discussion and Possible Action on an Ordinance to Amend the Leon Valley Code of Ordinances Appendix A – Fee Schedule, Article A4.00 - Animal Control Fees, to Article A4.006 - Dog Microchipping and A4.006 City Pet License (1st Read was Held 11-18-2025) - R. Salinas, Executive Director
9. Presentation, Discussion and Possible Action of Council Place 5, Beth Mursch's Excused Absence from the November 18, 2025, City Council Meeting as Provided in the Charter Section 3.08, Subsection B, Part 3
10. Discussion and Possible Action on a Resolution Appointing Karen Lockhart as 3rd Alternate and Correcting the Term Expiration of Commissioner 5 of the Planning & Zoning Commission - Mayor Chris Riley
11. Presentation, Discussion and Possible Action on the Second Amendment to the Grant Agreement for the Street Outreach Program Between the City of Leon Valley and Haven for Hope Requiring No Additional Funds from the City of Leon Valley - Dr. C. Caldera, City Manager

## 7. Regular Agenda

1. Presentation, Discussion to Consider an Ordinance Amending Chapter 15, "Zoning," Section 15.02.327, "PD", Planned Development District (1st Read was held on 10-21-2025) - Dr. C. Caldera, City Manager
2. Discussion and Possible Action on a Resolution Waiving Open Record Charges for Open Record Request OR-2025-622 - S. Passailaigue, City Secretary
3. Presentation, Discussion and Possible Action to Provide a Fee Waiver for the use of the Irene Baldrige Community Center or Conference Center for City Personnel that has Been Employed with the City of Leon Valley for 25 Plus Years - Dr. C. Caldera, City Manager
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. **Adjournment**

**Executive Session** – The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during this meeting to discuss any matter listed on the posted agenda, as authorized by the Texas Government Code, including but not limited to: **Section 551.071** – Consultation with Attorney, **Section 551.072** – Deliberations about Real Property, **Section 551.073** – Deliberations about Gifts and Donations, **Section 551.074** – Personnel Matters, **Section 551.076** – Deliberations about Security Devices, and **Section 551.087** – Economic Development

**Continuation of Meetings (Sec. 551.0411, Texas Government Code)** - A governmental body that recesses an open meeting to the following regular business day is not required to post a new notice if the action is taken in good faith and not to circumvent the law. If a recessed meeting is continued to another day beyond the following business day, written notice of the continued meeting must be given as required by law.

**Attendance by Other Elected or Appointed Officials** - Members of other City boards, commissions, and/or committees may attend this meeting in numbers that could constitute a quorum. Accordingly, this agenda is also posted as a meeting notice for those boards, commissions, and/or committees. Members present may participate in discussions but may not deliberate or take action on items listed on this agenda. [Attorney General Opinion No. GA-0957 (2012)]

**Certification of Posting** - I hereby certify that the above **Notice of Public Meeting(s) and Agenda of the Leon Valley City Council** was posted at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until the conclusion of the meeting(s). This notice is also available on the City's website at [www.leonvalleytexas.gov](http://www.leonvalleytexas.gov).

**Accessibility:** This building is wheelchair accessible. Requests for sign interpretation or other services must be made at least 48 hours in advance of the meeting. To arrange assistance, please call (210) 684-1391, Extension 212.

Median-Valued Homestead Property of \$230,620	Property Tax Bill in Dollars
Current FY 2024/25	\$ 1,087.67
An estimate if the proposed budget is adopted for FY 2025/26	\$ 1,256.97
An estimate if a balanced budget is funded and adopted at the no- new-revenue tax rate for FY 2025/26	\$ 1,164.72

*Saundra Passailaigue*

**SAUNDRA PASSAILAIGUE, TRMC**

City Secretary

NOVEMBER 24, 2025 11:52 AM

