



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, December 16, 2025 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 citizenstobeheld@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 Danielle Bolton (*Arrived at 6:21 PM*)

Mayor Pro-Tem, Council Place 2 Betty Heyl

Council Place 3 Philip Campos

Council Place 4 Rey Orozco

EXCUSED

Council Place 5 Beth Mursch

Mayor Chris Riley called the meeting to order at 6:01 PM and announced that a quorum of the City Council was present in Council Chambers.

Mayor Riley asked Mayor Pro Tem, Council Place 2, Betty Heyl, to lead the Pledge of Allegiance.

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

Mayor Riley read aloud the captions for Agenda Items 2.1 and 2.2.

- 1. Pursuant to Texas Local Government Code Section 551.071: Consultation with the Attorney; and Section 551.087 Deliberation Regarding Economic Development Incentives for the Property Located at 7249 Bandera Road**

2. Pursuant to Texas Local Government Code Section 551.072: Deliberations about Real Property to discuss the purchase of 6908 Poss Road, Leon Valley Texas, 78238

The City Council went into Executive Session at 6:03 PM.

3. Reconvene into Regular Session

The City Council reconvened into Open Session at 6:30 PM

City Council will reconvene into Executive Session at the end of this meeting to resume discussion.

4. 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.

None

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

No action at this time.

6. Presentations

1. Presentation, Discussion and Possible Action to Amend the Action of the Joint Meeting Between the Leon Valley City Council and the Leon Valley Historical Society, which was Held on 10-18-2025 - Mayor Chris Riley

Mayor Chris Riley introduced the item by giving a brief background. Engineers from Ardurra were also present to answer any questions.

Those who spoke at this time were John Hoyt.

A motion was made by Council Place 3, Campos, to direct the City Manager to work with the city engineers to develop a fourth option (a dropwall) and to come back in January with a budget adjustment of \$8,278.00 for engineering costs. The motion was seconded by Mayor Pro Tem, Council Place 2, Heyl.

Voting Yea: Council Place 1 Bolton, Mayor Pro-Tem, Council Place 2 Heyl, Council Place 3 Campos

Voting Nay: Council Place 4 Orozco

The motion passed 3-1.

- 7. 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 shared announcements.

8. City Manager's Report

1. Upcoming Important Events:

- **January 20, 2026 – Regular City Council Meeting**
6:30 PM · City Council Chambers
- **January 24, 2026 – Annual Town Hall Meeting**
8:30 AM · Leon Valley Community Center
- **December 24, 2025 – January 1, 2026 – City Offices & Municipal Court Closed**
Christmas, Winter Break & New Year's Day (City Hall reopens January 2, 2026)
- **January 14, 2026 – February 13, 2026** – Filing period to submit an application for a place on the May 02, 2026, General Election Ballot
- **January 19, 2026 – City Offices & Municipal Court Closed**
In observance of Martin Luther King, Jr. Day (City Hall reopens January 20, 2026)
- **December 15, 2025 through 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 December 27, 2025
- **Miscellaneous other Events and Announcements**

Dr. Crystal Caldera, City Manager, announced that the City Manager's Report was available in print on the table in the foyer and posted on the City website.

She provided the following updates:

- Reported that, as a follow-up to Agenda Item 6.1, the total amount spent to date on the creek erosion project is \$245,537.00.
- Commended the Leon Valley Police Department and Leon Valley Fire Department for their response to a recent fire.
- Announced that the upcoming Toy Drive will be held from noon to 2:00 p.m.
- Thanked City staff for volunteering at the recent Blue Santa events.

- 9. 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.

A motion was made by Council Place 3, Campos, to approve the Consent Agenda as presented. The motion was seconded by Council Place 4, Orozco.

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

The motion passed unanimously.

1. **Discussion and Possible Action Approving of the Following City Council Minutes:**
 - a. 12-02-2025 Regular City Council Meeting Minutes
2. **Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
 - a. 10-28-2025 Planning Zoning Commission Meeting Minutes
3. **Presentation and Discussion of the Monthly Financial Report Ending November 30, 2025 - C. Goering, Finance Director**
4. **Discussion and Possible Action on a Resolution Appointing a Member to the Park Commission - Mayor Chris Riley**
5. **Discussion and Possible Action on a Resolution Approving and Adopting the City of Leon Valley the Transition of Credit Cards from CitiBank to U.S. Bank, N.A. - C. Goering, Finance Director**

10. Regular Agenda

1. **Presentation and Discussion on Amending Ordinance Chapter 15 Article 15.02 Zoning Ordinance Division 13. Organization and Enforcement Section 15.020.721 (First Read as required by the Charter) - Dr. C. Caldera, City Manager**

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

There was a consensus to accept the amendments as presented tonight and to add that the council liaison be added as one to be contacted.

This item will be brought back on the January 20, 2026, Consent Agenda for a second read.

2. **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, 12-2-2025) - Dr. C. Caldera, City Manager**

A motion was made by Council Place 3, Campos, to postpone this item to January 20, 2026, when Council Place 5, Mursch, can be present for discussion. The motion was seconded by Mayor Pro-Tem, Council Place 2, Heyl.

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

The motion passed unanimously.

3. Presentation, Discussion, and Possible Action to Approve a Resolution on a Petition for Preliminary Acceptance of Public Improvements at the Seneca Trails Phase I Subdivision, Located at 6518 Samaritan Drive – M. Gallardo, Planning and Zoning Director

Michael Gallardo, Planning and Zoning Director, presented this item.

A motion was made by Council Place 3, Campos, to accept as presented with the caveat that the 1-year start date is contingent upon the completion of the Plan of Record, water and sewer main shape files, and the walking trail is ADA compliant. The motion was seconded by Council Place 4, Orozco.

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

The motion passed unanimously.

11. 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.

Dr. Crystal Caldera, City Manager, informed the City Council of an upcoming agenda item to discuss "next steps" for code violations.

Mayor Riley requested an update on the upcoming audit, and January 20, 2026, at 5:45 PM will be the annual performance evaluation for the City Manager.

12. The City Council Shall Meet in Executive Session to Discuss the Following (Continued)

- 1. Pursuant to Texas Local Government Code Section 551.071: Consultation with the Attorney; and Section 551.087 Deliberation Regarding Economic Development Incentives for the Property Located at 7249 Bandera Road**
- 2. Pursuant to Texas Local Government Code Section 551.072: Deliberations about Real Property to discuss the purchase of 6908 Poss Road, Leon Valley Texas, 78238**

The City Council went into Executive Session at 7:24 PM.

13. Reconvene into Regular Session

The City Council reconvened into Open Session at 8:02 PM

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

No action was taken on Agenda Items 2.1 and 2.2.

15. Adjournment

Mayor Riley announced that the meeting adjourned at 8:02 PM.

These minutes were approved by the Leon Valley City Council on the 20th day of January, 2026.

APPROVED

Chris Riley
CHRIS RILEY
MAYOR

ATTEST: *Saundra Passailaigue*
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

