



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, July 15, 2025 at 6:30 PM

**MINUTES**

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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**

**PRESENT**

Mayor Chris Riley  
Council Place 1 Danielle Bolton  
Mayor Pro-Tem, Council Place 2 Betty Heyl  
Council Place 3 Philip Campos  
Council Place 4 Rey Orozco  
Council Place 5 Beth Mursch

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

Mayor Riley asked Council Place 1, Bolton, to lead the 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.

Those who spoke at this time were Tina Chasan and Mark Brogley.

**3. Presentations**

- 1. Presentation of the Texas Municipal Clerks Association (TMCA) 2025-2026 Municipal Clerk's Office Achievement of Excellence Award - S. Passailaigue, City Secretary**

Mayor Chris Riley presented the 2025 TMCA Municipal Clerk's Office Achievement of Excellence Award to Sandra Passailaigue, City Secretary.

**2. Presentation and Discussion of the Monthly Financial Report Ending June 30, 2025 - C. Goering, Finance Director**

Carol Goering, Finance Director, presented the monthly financial report.

**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.

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

**5. City Manager's Report**

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 also provided the following updates:

- Reminded everyone about the upcoming Coffee with the Mayor & Council event on July 26, 2025.
- Thanked Crystal Miranda, Community Relations Director, for all of her hard work preparing for the July 4th event.
- Thanked Dawn Tarr, Assistant Finance Director, for her volunteerism with the Ingram Volunteer Fire Department.

Mayor Chris Riley asked everyone to join her in wishing a happy birthday to Council Place 1, Bolton, and Council Place 5, Mursch.

**1. Upcoming Important Events:**

- **Regular City Council Meeting, Tuesday, July 15, 2025, at 6:30 PM, in City Council Chambers.**
- **Mini Golf, August 07, 2025 from 3:30 PM to 7:30 PM; and August 08, 2025 from 9:30 AM to 1:30 PM, at the Leon Valley Public Library.**
- **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.

Dr. Crystal Caldera, City Manager, asked that City Council consider appointing a Council Liaison to the Board of Adjustment when making a motion to approve the Consent Agenda.

She also reminded everyone that fosters are needed for dogs currently in the care of Animal Control.

A motion was made by Council Place 4, Orozco, to approve the Consent Agenda as presented and to appoint Mayor Pro Tem, Council Place 2, Heyl, as Council Liaison to the Board of Adjustment. The motion was seconded by Council Place 3, Campos.

Voting Yea: Council Place 1, Bolton; Council Place 3, Campos; Council Place 4, Orozco; Council Place 5, Mursch.

1. **Discussion and Possible Action Approving of the Following City Council Minutes:**
  - a. **06-03-2025 Regular City Council Meeting Minutes**
  - b. **06-19-2025 Special City Council Meeting/Workshop Minutes**
2. **Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
  - a. **05-08-2025 Park Commission Meeting Minutes**
  - b. **04-22-2025 Planning Zoning Commission Meeting Minutes**
3. **Presentation and Discussion of the Monthly Financial Report Ending May 31, 2025 - C. Goering, Finance Director**
4. **Discussion and Possible Action of the Quarterly Investment Report for the Quarter Ended June 30, 2025 - C. Goering, Finance Director**
5. **Discussion and Possible Action to Amend the Leon Valley Code of Ordinances Appendix A – Fee Schedule, Article A4.00- Animal Control Fees, to add Article A4.006- Dog Microchipping (1st Read was Held on 06-05-2025) - R. Salinas, Executive Director**
6. **Presentation on the City Manager's Training Report as per the Employment Agreement - Dr. Crystal Caldera, City Manager**
7. **Discussion and Possible Action on a Resolution Appointing Members to the Citizens Police Advisory Committee - S. Passailaigue, City Secretary**
8. **Discussion and Possible Action of a Resolution Appointing a Member, and a Council Liaison to the Board of Adjustment - S. Passailaigue, City Secretary**
9. **Discussion and Possible Action on a Resolution Appointing a Member to the Economic and Community Development Advisory Committee - S. Passailaigue, City Secretary**
10. **Discussion and Possible Action on a Resolution Appointing a Member to the Library Advisory Board - S. Passailaigue, City Secretary**

**11. Discussion and Possible Action on a Resolution Appointing a Member to the Earthwise Living Day Committee - S. Passailaigue, City Secretary**

**7. Regular Agenda**

- 1. Presentation, Discussion and Public Hearing to Consider Approval of an Ordinance on a Request for a Specific Use Permit to Allow Construction and Operation of a Telecommunication Antennae/Tower in a B-3 Commercial Zoning District, Located at 6004 Grissom Road; and More Specifically Described as Lot 4, CB 5955, Leon Valley Ranches Subdivision (1st Read as Required by City Charter) - S. Huerta, Planning and Zoning Director**

Susana Huerta, Planning and Zoning Director, presented the item.

The applicant was present to answer questions.

Mayor Riley opened the Public Hearing at 7:26 PM. There being no public comment, she closed the Public Hearing at 7:26 PM.

There was a consensus to place this item on the August 5, 2025, Consent Agenda.

- 2. Presentation, Discussion and Public Hearing of an Ordinance Amendment to CHAPTER 15, "ZONING," Appendix C. Sustainability, Gateway, and Commercial/Industrial Overlay District Standards to Delete the Sustainability and the Commercial/Industrial Overlay Districts. Revisions to Article 15.02 Zoning Ordinance, Sec. 15.02.052, "Definitions", Sec.15.02.301, "Districts", Sec. 15.02.304 "Description and Purpose of Districts"; Sec. 15.02.305 "Regulation for All Districts"; Sec. 15.02.314 "Residential Use Table"; Amending Sec. 15.02.318 "PD Planned Development District" to a Different Section; and Deleting Sec. 15.02.318 "MX-1 Mixed Use District"; Amending Sections 15.02.319 "O-1 Office District", Sec. 15.02.320 "B-1 Small Business District", Sec. 15.02.321 "B-2 Retail District", Sec. 15.02.322 "B-3 Commercial District", and Sec. 15.02.323 "I-1 Industrial District" to Add Landscaping and Lighting Requirements; Amending Sec. 15.02.324 Table of Minimum Requirements to Add the R-7 District; Amending Sec. 15.02.381 "Permitted Use Table" to Delete the Sustainability and Commercial/Industrial Overlay Districts; Amending Sec. 15.02.441 "Parking Regulations" to Add Landscaping Regulations and Add Bicycle Parking; Deleting Exhibit 2 – Overlay Boundaries, Exhibit 2A – Sustainability Overlay and Exhibit 2C – Commercial/Industrial Overlay; and Renumbering Exhibit 2B. – Gateway Overlay (1st Read as Required by City Charter) - S. Huerta, Planning and Zoning Director**

Dr. Crystal Caldera, City Manager, provided a brief background on this matter.

Susana Huerta, Planning and Zoning Director, presented the item.

Mayor Chris Riley opened the Public Hearing at 8:13 PM.

Those who spoke at this time were Kim Crawford and Jed Hefner.

There being no further public comment, Mayor Riley closed the Public Hearing at 8:19 PM.

The City Council agreed to proceed with the adoption of this ordinance at the next meeting and will consider amending other provisions of the ordinance section-by-section, thereafter, for example, Plan Development District, streetscape provisions, Mixed Use etc..

**3. Discussion and Possible Action on Revisions to the Short-Term Rentals - Council Place 3, Campos, and Mayor Pro Tem, Council Place 2, Heyl**

Council Place 3, Philip Campos, presented this item.

Those who spoke at this time were Maria Gamboa, Benny Martinez, Jed Hefner, and Tina Chasan.

A motion was made by Council Place 3, Campos, to direct staff to draft an ordinance incorporating the amendments discussed this evening, have the City Attorney review it for legal purposes, and bring it back to City Council for review and consideration. 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; Council Place 5, Mursch.

**4. Discussion and Possible Action Regarding Dog Tethering - Council Place 1, Bolton and Mayor Pro Tem, Council Place 2, Heyl**

Council Place 1, Danielle Bolton, presented this item.

A motion was made by Council Place 1, Bolton, to amend the item to prohibit the use of chains in order to be compliant with the City of San Antonio. The motion was seconded by Mayor Pro Tem, Council Place 2, Heyl.

Those who spoke at this time were Tina Chasan, Jed Hefner, and Maria Gamboa.

After further discussion, Council Place 1, Bolton withdrew her motion and instead requested to table the item. She stated that she would conduct additional research on the issue and bring back proposed amendments at a later date. Mayor Pro Tem, Council Place 2, Heyl, withdrew her second to the previously made motion.

**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.**

Mayor Chris Riley stated that she, along with at least two members of City Council, is requesting a paper meeting packet for City Council meetings. She said this item will be placed on a future agenda for further discussion.

## 9. Adjournment

Mayor Riley announced that the meeting adjourned at 9:34 PM.

**These minutes were approved by the Leon Valley City Council on the 5th of August, 2025.**

**APPROVED**

  
**CHRIS RILEY**  
MAYOR

ATTEST:

  
**SAUNDRA PASSAILAIGUE, TRMC**  
CITY SECRETARY

