



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**

Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, September 15, 2026 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 Danielle Bolton
Council Place 2 Betty Heyl
Council Place 3 Philip Campos
Council Place 4 Rey Orozco
Mayor Pro-Tem, Council Place 5 Beth Mursch

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

Mayor Riley asked Council Place 3, Philip Campos, to lead the Pledge of Allegiance.

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

Mayor Riley read the caption for Agenda Item 2.1 aloud.

The City Council entered Executive Session at 6:01 PM.

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

3. Reconvene into Regular Session

The City Council reconvened into Regular Session at 6:30 PM.

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

A motion was made by Mayor Pro-Tem, Council Place 5, Mursch, to allow the City Manager to enter into contract negotiations to purchase the property at 6908 Poss Road for an amount not to exceed \$250,000. The motion was seconded by Council Place 3, Campos.

Voting Yea: Council Place 1 Bolton, Council Place 2 Heyl, Council Place 3 Campos, Mayor Pro-Tem, Council Place 5 Mursch

Voting Nay: Council Place 4 Orozco

The motion passed 4 to 1.

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 Ricardo "Rick" Martinez and Rita Burnside.

6. Presentations

1. Presentation, Discussion and Possible Direction on Amendments to Appendix A Fee Schedule - M. Gallardo, Planning and Zoning Director

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

2. Update on the Bexar County Precinct 2 Community Development Block Grant (CDBG) Project for the Installation of Solar Powered Streetlights - D. Dimaline, Public Works Director

David Dimaline, Public Works Director, presented the item.

Mike Erickson, Account Manager, Dalkia EDF Group, was present to answer questions.

Dr. Crystal Caldera, City Manager, stressed to the City Council that the responsibility for funding the maintenance of these lights will need to be considered in future budgets of the City of Leon Valley.

There was a consensus among members of City Council to move forward with the Interlocal Agreement (ILA), which will be brought back at a future meeting for consideration.

- 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

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

City Manager Caldera also provided the following updates:

- Saundra Passailaigue, City Secretary, was at the Library today for National Voter Registration, where 12 people were registered, three mail-in ballot applications were provided, and 73 people were assisted with voter registration questions, early voting dates, and voter registration status verification.
- Sarah Woepple, Economic Development and Special Projects Director, has ordered the election signs in hopes of placing them before the last day to vote.
- Brush pickup has begun with most residents staying within the size limits, but there are some that have exceeded the limit. Those that have exceeded the amount have been marked with orange spray paint. These will need special arrangements with Tiger and those that do not comply will receive notices from Code Compliance.

1. Upcoming Important Events:

- **October 06, 2026 – Regular City Council Meeting – Cancelled**
- **October 20, 2026 – Regular City Council Meeting**
6:30 PM - City Council Chambers
- **September 14, 2026 – Brush and Bulky Item Pickup**
- **October 06, 2026 – National Night Out**
- **October 23, 2026 – Last day to apply for a Mail Ballot**
- **October 19-30, 2026 – Early Voting Period**
- **October 24, 2026 – Coffee with the Mayor & City Council**
9:00 AM – 11:00 AM – Leon Valley Community Center
- **November 03, 2026 – Election Day**
- **November 14, 2026 – Citywide Garage Sale**
8:00 AM – 6:00 PM – Citywide
- **Miscellaneous other Events and Announcements**

- 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 Mayor Pro-Tem, Council Place 5, Mursch.

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

The motion passed unanimously.

1. **Discussion and Possible Action Approving of the Following City Council Minutes:**
 - a. **09-01-2026 Regular City Council Meeting Minutes**
2. **Presentation and Discussion of the Monthly Financial Report Ending August 31, 2026 - C. Goering, Finance Director**
3. **Discussion and Possible Action on an Ordinance Authorizing a Budget Adjustment to the Fiscal Year 2025-2026 General Fund Budget in the amount of \$109,704 for the Purpose of Increasing the Fire Department by \$11,239, the Park Department by \$74,372, the Library Department by \$11,700 and the Special Events Budget by \$12,393 to Provide Funding for the end of the year budget adjustments. (1st Read was Held on 09-01-2026) - C. Goering, Finance Director**
4. **Discussion and Possible Action to Consider Approval of a Resolution Authorizing the City Manager to Apply to the Texas Parks & Wildlife Department (TPWD) for a Local Park Grant Program to Provide Funding for the Renovation of the Forest Oaks Community Pool Facility - D. Dimaline, Public Works Director**
5. **Discussion and Possible Action on an Ordinance of the City Council of the City of Leon Valley, Texas, Amending the City of Leon Valley Code Of Ordinances, Chapter 1, Article 1.04, City Council, Section 1.04.001, Rules of Meeting Decorum and Conduct, Adding Mayor's Discretion Meeting Start Time of 5:30 PM; Providing for Repealer, Severability and Savings Clauses; and Providing for an Effective Date - Mayor, Chris Riley (First Read was Held 09-01-2026)**

10. Regular Agenda

1. **Discussion and Possible Action on an Ordinance Approving and Adopting the Tax Year 2026; Tax Rate for the Maintenance and Operations at \$0.497818 and the Interest and Sinking Fund at \$0.047222, for a Total Tax Rate of \$0.545040 (1st Read was Held 09-01-2026) - Dr. C. Caldera, City Manager**

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

A motion was made by Council Place 3, Campos, that the property tax rate be increased by the adoption of a tax rate of \$0.545040, which is effectively a 1.0651%, which is the proposed tax rate exceeding the no new revenue rate percent increase tax rate. Maintenance and Operating and the Sinking Fund is allocated as follows: Maintenance and Operations at \$0.497818 and the Interest and Sinking Fund at \$0.047222, for a Total Tax Rate of \$0.545040. The motion was seconded by Council Place 4, Orozco.

Mayor Riley called for a roll call vote.

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

The motion passed unanimously.

2. **Presentation, Discussion on an Ordinance of the City Of Leon Valley, Texas, Amending Chapter 1, "General Provisions," Article 1.05, "Administrative Code," Division 2, "City Manager," Section 1.05.031, "Appointment; Functions; Absence or Disability," of the City of Leon Valley Code of Ordinances; Removing the Provision Automatically Designating the City Secretary to Perform the Duties of City Manager During the City Manager's Absence or Disability; Providing for the Designation and Appointment of an Acting City Manager Consistent with Section 5.01(E) of the City Charter - (First Read as Required by the Charter) - Dr. Crystal Caldera, City Manager**

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

There was a consensus among members of City Council to place this item on the October 20, 2026, Consent Agenda for a second read.

3. **Presentation, Discussion on an Ordinance of the City of Leon Valley, Texas, City Council Authorizing the City Manager to Execute a Purchase Contract - Between the City of Leon Valley, as Buyer, and Randolph Brooks Federal Credit Union, as Seller, for the Sale and Conveyance of Approximately 3.578 acres of Real Property Located at 6908 Poss Rd Leon Valley, Texas, Tax Parcel Number 217809, for a Purchase Price not to exceed of \$250,000 including Closing Cost (First Read as required by the City Charter) - Dr. C. Caldera, City Manager**

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

Dr. Caldera, City Manager, said that the next step will be for her to get with the broker to make the offer and then this item will come back for a second read at a Special City Council meeting.

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.**

No future agenda items were requested.

12. Adjournment

There being no further business, Mayor Riley adjourned the meeting at 8:01 PM.

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

APPROVED



CHRIS RILEY
MAYOR

ATTEST:



SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

