



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

Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, January 20, 2026 at 5:45 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](mailto: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  
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 5:45 PM and announced that a quorum of the City Council was present in Council Chambers.

Mayor Riley asked Council Place 5, Beth Mursch, 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 Item 2.1.

- 1. Pursuant to Texas Government Code, Chapter 551, Section 551.074 Personnel Matters: Regarding the Annual Review of the City Manager as Outlined in the Employment Agreement.**

The City Council went into Executive Session at 5:47 PM.

### **3. Reconvene into Regular Session**

The City Council reconvened into Open Session at 6:39 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.

Will McCloud spoke at this time.

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

No action will be taken at this time. City Council will reconvene at the end of the meeting to continue the Executive Session discussion.

### **6. Presentations**

#### **1. Presentation and Discussion of the Monthly Financial Report Ending December 31, 2025 - C. Goering, Finance Director**

Carol Goering, Finance Director, presented the Monthly Financial Report ending December 31, 2025.

#### **2. Presentation Providing an Update on the Leon Valley Housing Developments - M. Gallardo, Planning and Zoning Director**

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

Council Place 5, Mursch said she would be interested in knowing how many of the new homes are actually occupied. Director Gallardo said he would get with the sales team to get that information for the City Council.

Dr. Crystal Caldera, City Manager, added that once the Trilogy is complete, an item to discuss an updated traffic study will be brought to the City Council.

Council Place 4, Orozco, suggested a discussion with the developers to include coverage of mailboxes in the HOA insurance or in the deeds and restrictions, placing the responsibility of replacement on the developer.

#### **3. Presentation on the City-Wide Diseased/ Dead Trees Inventory - David Dimaline, Public Works Director**

David Dimaline, Public Works Director, presented this item.

A list of addresses of trees of concern will be provided to members of the City Council so they can take a look at them at their leisure.

**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:**

- **February 03, 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
- **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)
- **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 Melinda Moritz's farewell party was paid 100% by donations.

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

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

The motion passed unanimously.

1. Discussion and Possible Action Approving the Following City Council Minutes:
  - a. 12-16-2025 Regular City Council Meeting Minutes
2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:
  - a. 07-16-2025 Citizens Police Advisory Committee Meeting Minutes
  - b. 09-11-2025 Park Commission Meeting Minutes
  - c. 10-08-2025 Earthwise Living Committee Meeting Minutes

- d. 11-12-2025 Earthwise Living Committee Meeting Minutes
- e. 11-13-2025 Library Advisory Board Meeting Minutes
- 3. **Discussion and Possible Action of the Quarterly Investment Report for the Quarter Ended December 31, 2025 - C. Goering, Finance Director**
- 4. **Discussion and Possible Action on an Amendment to the City of Leon Valley's Code of Ordinances, Chapter 15 Article 15.02 Zoning Ordinance Division 13. Organization and Enforcement Section 15.020.721 (First Read was Held 12-16-2025) - Dr. C. Caldera, City Manager**
- 5. **Discussion and Possible Action Excusing Council Place 5, Beth Mursch from the December 16, 2025, Regular City Council Meeting in Accordance with the City of Leon Valley Charter, Article III - The City Council and Mayor - Mayor Chris Riley**
- 6. **Discussion and Possible Action on approving Hiring David Dimaline for the Public Works Director position with the City of Leon Valley - C. Caldera, City Manager**

## 10. Regular Agenda

- 1. **Presentation, Discussion, and Public Hearing to Consider Approval of an Ordinance Closing a Portion of Jeff Loop Road for Public Purposes (1st Read as Required by City Charter) - M. Gallardo, Planning and Zoning Director**

Mike Gallardo, Planning and Zoning Director, presented this item for a second read and Public Hearing.

Mayor Chris Riley opened the Public Hearing at 8:00 PM.

Those who spoke were Will McCloud.

Mayor Riley closed the Public Hearing at 8:03 PM.

There was a consensus among members of the City Council to place this item on the February 03, 2026, Consent Agenda for a second read.

- 2. **Presentation on City Code of Ordinance Violations Legal Process and Next Steps - Dr. C. Caldera, City Manager**

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

There was a consensus among members of City Council to amend the ordinance to link short-term rentals to Expedia and Bookings.com.

- 3. **Discussion and Possible Action on 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, and 12-16-2025) - Dr. C. Caldera, City Manager**

Dr. Crystal Caldera, City Manager, presented this item and asked the City Council if they really want to continue to have a PDD.

There was a consensus to allow the amendment to be brought back with the PDD being omitted.

4. **Discussion and Possible Action on a Resolution of the City Council of the City of Leon Valley Ordering and Establishing Procedures for a General Election in the City of Leon Valley, Texas, to Elect Three Council Members (Places 2, 4, and Mayor) by the Qualified Voters of the City of Leon Valley; Authorizing the Mayor to Enter Into a Joint Election Agreement with the Bexar County Elections Administrator for the Conduct of Said Election; Providing Details Relating to the Conduct of the Election; and Authorizing the Use of the Leon Valley Conference Center for Early Voting (April 20, 2026, Through April 28, 2026), and for Election Day Voting on May 2, 2026 - S. Passailaigue, City Secretary**

**Discusión Y Posible Acción Sobre Una Resolución Del Consejo Municipal De La Ciudad De Leon Valley Para Ordenar Y Establecer Los Procedimientos Para Una Elección General En La Ciudad De Leon Valley, Texas, Para Elegir Tres Miembros Del Consejo: (Posiciones 2, 4 Y Alcalde) Por Parte De Los Votantes Habilitados De La Ciudad De Leon Valley; Autorizando Al Alcalde A Firmar Un Acuerdo De Elección Conjunta Con El Administrador De Elecciones Del Condado De Bexar Para La Celebración De Dicha Elección, Proporcionando Detalles Relativos A La Celebración De Dicha Elección, Y Autorizando El Uso Del Centro De Conferencias De Leon Valley Para La Votación Anticipada (Del 20 De Abril De 2026 Hasta El 28 De Abril De 2026, Inclusive) Y Para La Votación El Día De Elección El 2 De Mayo De 2026 - S. Passailaigue, Secretaria De La Ciudad**

Saundra Passailaigue, City Secretary, presented this item.

A motion was made by Council Place Campos to approve the resolution as presented. The motion was seconded by Council Place 5, Mursch.

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

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.**

Council Place 3, Campos, in regard to recycled water, asked that the City ask SAWS if we can expand to another location and if we could get more recycled water for the LC17 tree watering.

Council Place 2, Heyl, asked about a schedule for future street sweeping so that residents would have time to move their vehicles off the street. Dr. Caldera, City Manager, said she would try to get a schedule out soon.

**12. The City Council Shall Meet in Executive Session to Continue the Discussion of Agenda Item 2.1.**

The City Council went into Executive Session at 9:22 PM.

**13. Reconvene into Regular Session**

The City Council reconvened into Open Session at 9:41 PM.

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

There was a consensus among members of City Council to schedule a continuation of the City Manager's Annual Performance Evaluation to Tuesday, February 03, 2026, at 5:30 PM.

The Executive Session that is currently scheduled for February 03, 2026, will be moved to February 17, 2026.

**15. Adjournment**

Mayor Riley announced that the meeting adjourned at 9:43 PM.

**These minutes were approved by the Leon Valley City Council on the 3rd day of February, 2026.**

**APPROVED**

*Chris Riley*  
CHRIS RILEY  
MAYOR

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

