



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, March 21, 2023 at 6:00 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 Benny Martinez  
Council Place 2 Josh Stevens  
Council Place 3 Jed Hefner  
Mayor Pro Tem, Council Place 4 Rey Orozco  
Council Place 5 Will Bradshaw

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

Mayor Riley asked Councilor Rey Orozco to lead the Pledge of Allegiance.

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

Mayor Riley read aloud the agenda caption for Item 2.1 and Item 2.2.

The City Council went into Executive Session at 6:02 PM

**1. Pursuant to Texas Government Code, Chapter 551, Section 551.071 Consultation with Counsel on Legal Matters: To Receive Legal Advice Regarding the Lease Agreement between Ms. Bania Artiaga and the City of Leon Valley**

- 2. Section 551.071: Consultation with the Attorney Regarding Pending or Contemplated Litigation, or Settlement Offer; or on a Matter in which the Duty of the Attorney to the Governmental Body Under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas Clearly Conflicts with the Texas Open Meetings Act, Re: City of Leon Valley v. 5622 Equity DE LLC, a Delaware Limited Liability Company D/B/A Vista Del Rey Apartments Located at 5622 Evers Road**

- 3. Reconvene into Regular Session**

The City Council reconvened into Open Session at 6:47 PM

- 4. Citizens to be Heard**

Those who spoke at this time were: Randy Gonzalez (Leon Valley); and Dave Shippy (Vista Del Rey)

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

No action was taken.

- 6. Presentations**

- 1. Presentation of the 2022 Texas Municipal Library Director's Achievement of Excellence in Libraries Award - R. Reed, Library Director**

Regina Reed, Library Director gave a brief presentation regarding the 2022 Texas Municipal Library Director's Achievement of Excellence in Libraries Award.

Mayor Chris Riley presented the 2022 Texas Municipal Library Director's Achievement of Excellence in Libraries Award to Regina Reed, Library Director and Theresa Brader, Assistant Library Director.

- 2. Presentation of a Proclamation for Local Library Day - R. Reed, Library Director**

Mayor Chris Riley presented a proclamation to Regina Reed, Library Director and Theresa Brader, Assistant Library Director proclaiming as Local Library Day in the City of Leon Valley.

- 3. Presentation, Discussion, and Possible Action to Enter into an Agreement with a Call Center Company to Provide 24/7 Call Operations Services- R. Salinas, Director of Economic Development**

Roque Salinas, Economic Development Director presented an agreement with a call center company to provide 24/7 call operation services.

- 4. Presentation, Discussion, and Direction - Homeless Camp Cleanup Actions - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director gave a presentation on possible actions to cleanup homeless camps.

Crystal Caldera, City Manager will bring back cost estimates at the next meeting.

- 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.

Announcements were made by Mayor Riley and members of City Council.

**8. City Manager's Report**

Crystal Caldera, City Manager reminded everyone that the City Manager's Report was printed and available on the table in the foyer, as well as posted on the website.

**1. Upcoming Important Events:**

**Regular City Council Meeting, Tuesday, April 18, 2023, at 6:30 PM, in Council Chambers.**

**Last day to register to vote in the May 06, 2023 Elections is April 06, 2023.**

**Volunteer Appreciation Dinner, April 12, 2023, at 6:00 PM, at the Leon Valley Conference Center.**

**Library Volunteer Appreciation Party, Wednesday, April 19, 2023, from 5:00 PM to 7:00 PM, at the Library.**

**Picnic with the Mayor & City Council, Saturday, April 22, 2023, from 11:00 AM to 1:00 PM, in the "grassy" area at the Conference Center.**

**Early Voting at the Leon Valley Conference Center, 6421 Evers Road, Texas, 78238, Monday, April 24, 2023 through Thursday, April 27, 2023 from 8:00 AM to 6:00 PM; Friday, April 28, 2023 – Closed; Saturday, April 29, 2023 from 8:00 AM to 8:00 PM; Sunday, April 30, 2023 - Closed; and Monday, May 01, 2023 and Tuesday, May 02, 2023 from 8:00 AM to 8:00 PM.**

**Annual City-Wide Garage Sale, Saturday, May 20, 2023, from 8:00 AM to 6:00 PM.**

**Big Rig Petting Zoo, Monday, June 05, 2023, from 10:30 AM - 12:00 PM, at Raymond Rimkus Park.**

**Miscellaneous other events and announcements.**

## **9. Consent Agenda**

A motion was made by Councilor Jed Hefner to approve the Consent Agenda as presented. The motion was seconded by Councilor Benny Martinez.

Voting Yea: Council Place 1 Martinez, Council Place 2 Stevens, Council Place 3 Hefner, Mayor Pro Tem, Council Place 4 Orozco, Council Place 5 Bradshaw

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:**
  - a. 03-07-2023 Regular City Council Meeting Minutes**
- 2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
  - a. 02-09-2023 Park Commission Meeting Minutes**
- 3. Presentation and Discussion on the Leon Valley Police Department Racial Profiling Report for 2022 - D. Gonzalez, Police Chief**
- 4. Discussion and Possible Action on an Ordinance Authorizing the City Manager to enter into an Agreement between the City of Leon Valley and Lift Fund to Administer a 0% Interest Loan Program to Local Businesses (1st Read was Held 03-07-2023) – R. Salinas, Director of Economic Development**
- 5. Discussion and Possible Action to Consider Approval of an Ordinance Amending Chapter 15 Zoning, Article 15.01 Zoning Ordinance, Division 13. Organization and Enforcement, Section 15.02.722 General Statutes, Ordinances, and Rules Applying to the Board of Adjustment, as Mandated by the Texas Local Government Code (1st Read was held on 3/7/23) M. Teague, Planning and Zoning Director**
- 6. Presentation Discussion and Possible Action on City Council Affirming the City Manager's Hire for Finance Director, Carol Goering - C. Caldera, City Manager**
- 7. Presentation Discussion and Possible Action on City Council Affirming the City Manager's Hire for IT Director, Daniel Blystone - C. Caldera, City Manager**
- 8. Presentation and Discussion on acceptance of OOG Ballistic Shield Grant - D. Gonzalez, Police Chief**
- 9. Discussion and Possible Action to Consider Approval of an Ordinance Amending LVCC, Chapter 1 General Provisions, Article 1.06 Boards, Commissions, and Committees, Sec. 1.06.002 Tree Advisory Board, (e) Duties (1st Read Held on March 7, 2023) - M. Moritz, Public Works Director**

## 10. Regular Agenda

- 1. Presentation, Discussion and Possible Action on a Public Hearing in Accordance with the COLV COO 3.12.006, Regarding the Property and the Two Structures Located at 5616 Bandera rd., Leon Valley, TX 78238. An Inspection of the Property by the City has Deemed this Property as Substandard, Unsecured, and Dangerous Building as Defined by the COLV COO 3.12.002 - Assistant Chief Burnside, Fire Department**

Michael Naughton, LVFD Chief gave this presentation seeking direction from City Council.

Mayor Chris Riley opened the Public Hearing at 8:24 PM

There being no public comment; Mayor Riley closed the Public Hearing at 8:24 PM

A motion was made by Councilor Will Bradshaw to approve the demolition of this property. The motion was seconded by Councilor Rey Orozco.

Voting Yea: Council Place 1 Martinez, Council Place 2 Stevens, Council Place 3 Hefner, Mayor Pro Tem, Council Place 4 Orozco, Council Place 5 Bradshaw

- 2. Presentation, Discussion, and Possible Action on the Leon Valley Public Library Board of Trustees Bylaws - R. Reed, Library Director**

Regina Reed, Library Director presented the draft Bylaws for City Council consideration.

A motion was made by Councilor Josh Stevens to approve the Bylaws and name change as presented. The motion was seconded by Councilor Jed Hefner.

Voting Yea: Council Place 1 Martinez, Council Place 2 Stevens, Council Place 3 Hefner, Mayor Pro Tem, Council Place 4 Orozco, Council Place 5 Bradshaw

- 3. Presentation, Discussion, and Possible Action on the Leon Valley Public Library Policy Article 11: Archives - R. Reed, Library Director**

Regina Reed, Library Director presented this item.

A motion was made by Councilor Jed Hefner to approve as presented. The motion was seconded by Councilor Josh Stevens.

Voting Yea: Council Place 1 Martinez, Council Place 2 Stevens, Council Place 3 Hefner, Mayor Pro Tem, Council Place 4 Orozco, Council Place 5 Bradshaw

- 4. Discussion and Possible Action on An Ordinance to Amend the Leon Valley Code of Ordinances, Article 1.06 Boards, Commissions, and Committees and Add Sec. 1.06.009 City of Leon Valley Economic and Community Development Policies and Guidelines for Funding (1st Reading as Required by City Charter) – R. Salinas, Director of Economic Development)**

Roque Salinas, Economic Development Director presented this item.

Councilor Josh Stevens requested a copy of all denial letters be shared with City Council Members. Also that the documents be exempt from any public information requests by mandating this through an amendment to the Code of Ordinances keeping these proprietary documents private.

- 5. Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Division 1 Generally, Section 1.09.036 Pets and Other Animals, (e), to Prohibit the Feeding of Deer in City-owned Parks and Drainageways (1st Read as Required by City Charter) - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director presented this item.

This item will be brought back to the April 04, 2023 Consent Agenda for a second read.

**11. Citizens to be Heard**

None

- 12. 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.**

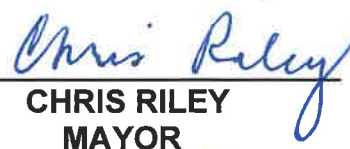
None

**13. Adjournment**

Mayor Riley announced that the meeting adjourned at 9:30 PM

**These minutes approved by the Leon Valley City Council on the 4th of April, 2023.**

**APPROVED**

  
**CHRIS RILEY**  
**MAYOR**

**ATTEST:**

  
**SAUNDRA PASSAILAIGUE, TRMC**  
**CITY SECRETARY**

