



**City of Leon Valley
Board of Adjustment Training
MEETING MINUTES
6:00 PM – NOVEMBER 6, 2023
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238**

1. CALL TO ORDER AND ROLL CALL

Vice-Chair Yvonne Orozco called the Board of Adjustment meeting to order at 6:01 PM.

PRESENT

Vice-Chair	Yvonne Orozco	
Board Member	Betty Heyl	
Board Member	Danielle Bolton	Tardy
Board Member	Stephen Parker	
Board Member	Bryan Sawyer	Tardy
1st Alternate	David Siege	

ABSENT

Council Liaison	Will Bradshaw	Unexcused
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Also in attendance were City Attorney Art Rodriguez, Planning & Zoning Director Mindy Teague, and Permit Technician Elizabeth Aguilar

2. APPROVAL OF MINUTES

Board Member Heyl made a motion to approve the minutes as presented, which was seconded by Vice-Chair Orozco. The motion carried unanimously.

3. NEW BUSINESS

City Attorney Rodriguez gave a presentation of the duties and legal obligations of the Board of Adjustment. A brief question and answer discussion was held between the Board Members and Mr. Rodriguez.

4. ANNOUNCEMENTS BY MEMBERS AND CITY STAFF

Vice-Chair Yvonne Orozco thanked Mr. Rodriguez for the training.

Mindy Teague asked the members if they wanted more training or to possibly meet again to hold some mock cases. The members stated that they would like to hold a mock case meeting and would like to have the City Attorney present at each meeting.

Mrs. Teague showed all members how to access the Code of Ordinances on the website.

Vice-Chair Yvonne Orozco wished everyone a Happy Veteran's Day.

5. ADJOURNMENT

Vice-Chair Yvonne Orozco announced the meeting adjourned at 7:20 PM.

These minutes approved by the Leon Valley Board of Adjustment on the 6th of December 2023.

APPROVED

YVONNE OROZCO
VICE-CHAIR

ATTEST: _____

ELIZABETH AGUILAR
PERMIT TECHNICIAN