



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, July 16, 2024 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 Betty Heyl  
Mayor Pro-Tem, Council Place 3 Philip Campos  
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 introduced Scout Troop 515 from St. Thomas Episcopal Church along with Prasanna Rajupeta, Scout Master. Those present were Bhuvanyu Rajupeta, Ronith Gayyi, Praanad, Nishweanth Vennapusa, Sathivik Koneru, and Arjun.

Mayor Riley asked Troop 515 to lead the Pledge of Allegiance

**2. Citizens to be Heard**

Those who spoke at this time were: Richard Blackmore (Leon Valley); and Tina Chasan (Leon Valley)

Mayor Chris Riley moved agenda item 3.2 in front of agenda item 3.1.

### 3. Presentations

#### 1. Recognition of Ben Castro, LVPD for 40 Years of Service to the City of Leon Valley - Mayor Chris Riley

Mayor Chris Riley presented Ben Castro, LVPD with a proclamation and an award in appreciation for his 40 years of service from the City of Leon Valley.

#### 2. Presentation, Discussion and Workshop on an Ordinance Approving and Adopting Fiscal Year 2024-2025 Proposed Budget (1st Read was Held on 06-06-2024) - Dr. C. Caldera, City Manager

Dr. Crystal Caldera, City Manager presented a second reading of the ordinance authorizing the Fiscal Year 2024-2025 Proposed Budget.

City Council members made suggestions which Dr. Crystal Caldera, City Manager, will put into the proposed budget for the next presentation of this proposed Fiscal Year 2024-2025 Budget.

Councilor Philip Campos made a motion to move Regular Agenda Items 7.1 - 7.3 up to this point on the agenda to accommodate guests. Councilor Will Bradshaw seconded the motion.

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

The motion passed unanimously.

### 4. Regular Agenda

#### 1. Presentation, Public Hearing, Discussion, to Consider Approval of an Ordinance for an Specific Use Permit (SUP) on an Approximately 2.75 Acre Tract of Vacant Land, Located in the 5300 Block of Wurzbach Road, Being Lots 5, 24, and 25, Block 4, CB 9904, Rollingwood Ridge Subdivision, and Zoned B-3 Commercial with Commercial/Industrial Overlay Zoning, for the Construction of a "Church and Learning Center" (1st Read as Required by City Charter) - R. Salinas, Economic Development Director

Roque Salinas, Economic Development Director presented.

The applicant was present to answer questions.

Mayor Riley opened the Public Hearing at 7:24 PM.

There being no public comment, Mayor Riley closed the Public Hearing at 7:24 PM

The consensus of the City Council was to place this item on the August 06, 2024 Consent Agenda.

- 2. Presentation, Public Hearing, Discussion, to Consider Approval of an Ordinance Authorizing a Zone Change from B-3 Commercial with the Sustainability Overlay District to B-3 Commercial Zoning District on an Approximately 1.05 Acre Tract of Vacant Land, Located in the 6400 Block of Grissom Road, Being Lot 73, CB 5784 Leon Valley Addition Glass Service Subdivision (1st Read as Required by City Charter) - R. Salinas, Economic Development Director**

Roque Salinas, Economic Development Director presented.

The applicant was present to answer questions.

Mayor Riley opened the Public Hearing at 7:34 PM.

There being no public comment, Mayor Riley closed the Public Hearing at 7:34 PM

The consensus of the City Council was to place this item on the August 06, 2024 Consent Agenda.

- 3. Presentation, Public Hearing, and Discussion, to Consider an Ordinance Approving a Zone Change From R-1 (Single Family Dwelling) District with Sustainability Overlay to B-2 (Commercial) Zoning District, on an Approximately 0.4028-Acre Tract of Vacant Land, Located at 7704 and 7708 Eckhart Road, Being Lots 13 and 14, Block 1, CB 4446A, Linkwood Addition Subdivision (1st Read as Required by City Charter) - R. Salinas, Economic Development Director**

Roque Salinas, Economic Development Director presented.

The applicant was present to answer questions.

Mayor Riley opened the Public Hearing at 7:47 PM.

There being no public comment, Mayor Riley closed the Public Hearing at 7:47 PM.

The consensus of the City Council was to place this item on the August 06, 2024 Consent Agenda for denial.

## **5. Presentations Continued**

- 1. Presentation and Discussion of the Standards of Cover and Staffing Utilization Study conducted on the City of Leon Valley Police Department, Fire/EMS Department, and Public Works Department by Fitch & Associates - L. Hernandez, Human Resources Director**

Lisa Hernandez, Human Resource Director introduced the item as well as presenters from Fitch & Associates. Guillermo Fuentes, Partner at Fitch & Associates, and Bill Sturgeon of Fitch & Associates presented their findings.

Mayor Chris Riley called for a five-minute recess at 9:19 PM.

Mayor Riley reconvened into regular session at 9:26 PM

**2. Presentation and Discussion Regarding Possible Water and Sewer Rate Adjustments - Phillip Givens, Rate Study Consultant, Superior Management**

Phillip Givens, Rate Study Consultant, Superior Management presented.

**3. Presentation and Discussion of the Monthly Financial Report Ending June 30, 2024 - D. Tarr, Assistant Finance Director**

Dawn Tarr, Assistant Finance Director presented.

Councilor Benny Martinez requested future presentations show a breakdown on the short-term rentals. Dr. Crystal Caldera, City Manager agreed to add a footnote.

**6. 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.

**7. City Manager's Report**

Dr. Crystal Caldera, City Manager, announced that the City Manager's Report will be available on the website and added a correction about a petition she made earlier; provided an email for national night out; and thanked everyone for participating in the July 4th celebration.

**1. Upcoming Important Events:**

- **Regular City Council Meeting, Tuesday, August 06, 2024, at 6:30 PM, in City Council Chambers.**
- **Movies in the Park featuring Paw Patrol, Mighty Movie , Friday, July 19, 2024, at Dusk, at Veteran's Park near the Community/Conference Center Grassy Area, 6421 Evers Road.**
- **Coffee with the Mayor & City Council, Saturday, July 27, 2024, from 9:00 AM to 11:00 AM, at the Leon Valley Conference Center.**
- **Movies in the Park featuring Kung Fu Panda 4 , Friday, August 16, 2024, at Dusk, at Veteran's Park near the Community/Conference Center Grassy Area, 6421 Evers Road.**
- **Crime Control & Prevention Board of Directors Meeting, Tuesday, August 20, 2024, at 5:00 PM, in City Council Chambers.**
- **Miscellaneous other events and announcements.**

## 8. Consent Agenda

Councilor Benny Martinez made a motion to accept the Consent Agenda items as presented. Councilor Will Bradshaw seconded the motion.

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

The motion passed unanimously.

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:**
  - a. 06-04-2024 Regular City Council Meeting Minutes**
- 2. Discussion and Possible Action accepting of the Following Board/Commission Minutes:**
  - a. 05-28-2024 Planning & Zoning Commission Meeting Minutes**
- 3. Presentation and Discussion of the Monthly Financial Report Ending May 31, 2024 - D. Tarr, Assistant Finance Director**
- 4. Discussion, and Possible Action on an Ordinance Amending the City of Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.006 Curb Cut Permit and Section A8.018 Sidewalk Permit to Increase Fees for Such Permits (1st Reading was held 6/4/2024) - R. Salinas, Director of Economic Development**
- 5. Discussion, and Possible Action on an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, A 8.003 Plan Review Fee Assessment, to Add a Subsection (C) Re-Review Plan Fee (1st Read was held 6/4/2024) - R. Salinas, Director of Economic Development**
- 6. Discussion and Possible Action of the Quarterly Investment Report for the Quarter Ended June 30, 2024 - C. Goering, Finance Director**
- 7. Discussion and Possible Action Removing Richard Blackmore from all Committees Due to his Behavior - Council Member Will Bradshaw and Council Member Benny Martinez**
- 8. Discussion and Possible Action Authorizing the City Manager to Negotiate a Contract and Enter into an Agreement with the University of Texas Health Science Center for Medical Direction for the Fire Department Emergency Medical Services (EMS) Program - M. Naughton, Fire Chief**

## 9. Regular Agenda Continued

### 1. Presentation, Discussion, and Possible Action to Approve a Resolution Authorizing a TXDOT Advance Funding Agreement and Authorizing the City Manager to Execute the Agreement for Funding of the Huebner Creek Greenway Hike & Bike Trail Segment II - M. Moritz, Public Works Director

Melinda Moritz, Public Works Director presented this item.

Councilor Benny Martinez made a motion to approve the resolution as presented. Councilor Will Bradshaw seconded the motion.

Mayor Chris Riley asked Dr. Crystal Caldera, City Manager, to take a roll call vote.

Dr. Crystal Caldera, City Manager, proceeded with a roll call vote to which the City Council replied:

Voting Yea: Council Place 1 Martinez, Council Place 2 Heyl, Council Place 5 Bradshaw

Voting Nay: Mayor Pro-Tem, Council Place 3 Campos, Council Place 4 Orozco

Mayor Riley announced the motion passed (3 to 2)

Dr. Crystal Caldera, City Manager reminded Mayor Chris Riley that the meeting had passed the time limit.

Councilor Will Bradshaw made a motion to continue the meeting. Councilor Rey Orozco seconded the motion.

### 2. Discussion and Possible Action on a Resolution Appointing Members to the Citizens Police Advisory Committee - S. Passailaigue, City Secretary

Mayor Chris Riley nominated Phyllis Beal; and Councilor Rey Orozco nominated Kim Crawford and Bill Stannard.

There was a consensus to appoint those mentioned above. *(There was no motion nor second for this item).*

### 3. Discussion and Possible Action on a Resolution Appointing Commissioners and Alternates to the Park Commission - S. Passailaigue, City Secretary

Mayor Chris Riley nominate Julie Martinez and Ann Sawyer.

Councilor Rey Orozco made a motion to appoint Julie Martinez and Ann Sawyer to the Park Commission. Councilor Philip Campos seconded the motion.

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

The motion passed unanimously.

**4. Presentation, Discussion and Possible Action on a Resolution Creating and Appointing a Temporary Solid Waste Services Committee - Dr. Caldera, City Manager**

Dr. Crystal Caldera, City Manager presented the item.

Councilor Benny Martinez nominated Tina Chasan; Councilor Betty Heyl nominated Joshua Stevens; Councilor Philip Campos nominated Anna Campos; Councilor Rey Orozco nominated Drew Power; Councilor Will Bradshaw nominated John Saenz; and Mayor Chris Riley nominated Rita Burnside and Abraham Diaz.

Councilor Rey Orozco made a motion to approve the resolution and nominations of City Council. Councilor Will Bradshaw seconded the motion.

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

The motion passed unanimously.

**10. 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.**

Dr. Crystal Caldera, City Manager asked the City Council if they would prioritize the items for infrastructure improvements that could be discussed at a future meeting. Councilor Philip Campos motioned to do this. Councilor Will Bradshaw seconded the motion.

Mayor Chris Riley mentioned a text received about the “comparison of SAWS vs...” and asked if the Staff Utilization Study will be posted to the website. Dr. Crystal Caldera, City Manager replied that the entire report will be placed on the City website homepage.

Councilor Rey Orozco announced that he would not attend the next meeting.

**11. Adjournment**

Mayor Riley announced that the meeting adjourned at 11:01 PM

**These minutes approved by the Leon Valley City Council on the 6th of August, 2024.**

**APPROVED**

*Chris Riley*

**CHRIS RILEY  
MAYOR**

**ATTEST:**

*Saundra Passailaigue*

**SAUNDRA PASSAILAIGUE, TRMC  
CITY SECRETARY**

