



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, September 19, 2023 at 6:30 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  
Mayor Pro Tem, Council Place 2 Josh Stevens  
Council Place 3 Philip Campos  
Council Place 4 Rey Orozco  
Council Place 5 Will Bradshaw

Mayor Chris Riley called the meeting to order at 6:30 PM and announced that a quorum of City Council was present in Council Chambers.

Mayor Riley asked Council Will Bradshaw to led the Pledge of Allegiance.

**2. Citizens to be Heard**

Those who spoke at this time were: Maria Gamboa (Leon Valley); Akimsola Muse (San Antonio African Food Festival); Sergio Gonzalez (Senator Menendez' office); Matthew Hodde (Leon Valley); and Erick Matta (Leon Valley)

### 3. Presentations

#### 1. **Presentation, Discussion and Possible Action to Review, Edit, and Approve a Citizen Survey for Solid Waste Services - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director presented a draft survey for solid waste services. Members of City Council will submit comments prior to this survey being available for community input.

#### 2. **Presentation, Discussion and Possible Direction to the Staff on a Shared Personnel Cost with the County for a Homeless Outreach Coordinator- Dr. Caldera, City Manager**

Crystal Caldera, City Manager presented an item regarding shared personnel cost with the County for a Homeless Outreach Coordinator.

#### 3. **Presentation and Discussion on the City's Investment Report - Councilor Philip Campos and Councilor Josh Stevens**

Crystal Caldera, City Manager and Councilor Philip Campos gave a brief presentation on the City's Investment Report.

#### 4. **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 Chris Riley and Members of City Council.

### 5. 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, October 03, 2023 was cancelled.**

**Regular City Council Meeting, Tuesday, October 17, 2023, at 6:30 PM, in City Council Chambers.**

**National Night Out, Tuesday, October 04, 2023. Deadline to register your event is Thursday, September 28, 2023. More information is available at <https://www.leonvalleytexas.gov/police/page/national-night-out>**

**Texas Municipal League (TML) 111th Annual Conference and Exhibition, Wednesday, October 04 – Friday, October 06, 2023, in Dallas, TX.**

**Coffee with the Mayor & City Council, Saturday, October 28, 2023, from 9:00 AM to 11:00 AM, at the Leon Valley Conference Center.**

**Trash & Treasure Event, Saturday, October 28, 2023, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.**

**Miscellaneous other events and announcements.**

## **6. Consent Agenda**

Mayor Chris Riley made a quick note of a correction to the resolution renaming the Leon Valley Conference Center after Irene Baldrige.

A motion was made by Councilor Josh Stevens to approve all items in the Consent Agenda with the amendment stated above. The motion was seconded by Councilor Josh Stevens.

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

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:  
a. 09-05-2023 Regular City Council Meeting**
- 2. Presentation of a Proclamation in Recognition of World Teacher's Day - October 05, 2023 by Mayor Chris Riley**
- 3. Discussion and Possible Action to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 1 General Provisions, Article 1.09 Parks and Recreation, Division 2 Use Regulations, Sec. 1.09.034 - Additional Prohibited Uses and Activities, to Add a Sub-section (h), Prohibiting Smoking in the Huebner-Onion Natural Area Park (HONAP) (1st Read was Held on 09-05-2023) - M. Moritz, Public Works Director**
- 4. Presentation and Discussion of the Monthly Financial Report Ending August 31, 2023 - C. Goering, Finance Director**
- 5. Discussion and Possible Action on an Ordinance Authorizing a Fiscal Year 2022-23 General Fund Budget Adjustment in the Amount of \$25,000 for the Purpose of Increasing the Finance Department Budget. (1st Read was Held on 09-05-2023) - C. Goering, Finance Director**
- 6. Presentation, Discussion and Possible Action on an Ordinance Amending Chapter 15 Zoning, Division 6, Section 15.02.306 R-1 Single-Family Dwelling District, to Allow Accessory Buildings in the Side Yard (1st Read was Held on 09-05-2023) - M. Teague, Planning and Zoning Director**
- 7. Discussion and Possible Action on an Ordinance of the City of Leon Valley, Texas, City Council Amending the City of Leon Valley Code of Ordinances, Chapter 4, Business Regulations, Article 4.03 Alcoholic Beverages, Removing Section 4.03.033 Sales Near Churches, Public Schools, or Private Schools; Amending**

**Section 4.03.035 Late Hours Permit (D)(3) Allowing for a Two-Year Permit; Amending Section 4.03.037 Beverage Fee Due Date; and Appendix A Fee Schedule, A2.000 Administrative Fees (1st Read was Held on 09-05-2023) - S. Passailaigue, City Secretary**

- 8. Discussion and Possible Action on a Resolution Renaming the Leon Valley Community Center to the Leon Valley Irene Baldrige Community Center - Mayor Riley**
- 9. Discussion and Possible Action on an Ordinance Authorizing the Amendment of the General Fund Budget for Earthwise Living Fiscal Year of 2022-2023 (1st Read was Held 09-05-2023) - C. Miranda, Community Relations Director**

## **7. Regular Agenda**

- 1. Conduct a Public Hearing for the City of Leon Valley on the Proposed 2023 Tax Rate - Dr. Caldera, City Manager**

Mayor Chris Riley opened the Public Hearing at 7:40 PM

There being no public comment; Mayor Riley closed the Public Hearing at 7:41 PM

- 2. Discussion and Possible Action on an Ordinance Approving and Adopting the Tax Year 2023; Levying a Tax of \$0.433176 for Maintenance and Operations and \$0.051563 for the Interest and Sinking Fund, for a Total Tax Rate of \$0.484739 . (1st Read Was Held on 09-05-2023) - Dr. Caldera, City Manager**

Councilor Josh Stevens motioned that the property tax rate be increased by the adoption of a tax rate of \$0.484739 which is effectively a 13.1335% (percentage by which the proposed tax rate exceeds the no new revenue tax rate) percent increase tax rate. Maintenance and Operations and Interest Sinking is allocated as follows: \$0.433176 for Maintenance and Operations; \$0.051563 for Interest and Sinking; \$0.484739 Total Tax Rate.

Mayor Chris Riley asked Saundra Passailaigue, City Secretary to take a roll call vote.

City Secretary Passailaigue proceeded with a roll call vote to which the City Council replied: Councilor Benny Martinez - Nay; Councilor Josh Stevens - Yea; Councilor Philip Campos - Yea; Councilor Rey Orozco - Yea; and Councilor Will Bradshaw - Yea.

Mayor Riley announced the motion passed.

- 3. Presentation, Discussion, and Possible Action Granting a Time Extension for Planned Development District (PD) #2021-1, on a 2.85 Acre Parcel of Land, Generally Located at 6758 Poss Road, Being Lot 64, Block 4, CB 5784, Quality Subdivision - M. Teague, Planning and Zoning Director**

Mindy Teague, Planning and Zoning Director presented on behalf of applicant Mr. Chehade, a request for a time extension for Planned Development District (PD) #2021-

1, on a 2.85-acre parcel of land, generally located at 6758 Poss Road, being Lot 64, Block 4, CB 5784, Quality Subdivision.

Councilor Philip Campos motioned to grant the request as presented. Councilor Will Bradshaw seconded the motion.

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

4. **Presentation and Discussion on an Ordinance Repealing the City's Juvenile Curfew Ordinance in the City's Code of Ordinances Chapter 8, Specifically Division 2. Chapter 8.02.031 - 8.02.035 (1st Read as Required by City Charter) - M. Tacquard, Asst. Police Chief**

Mike Tacquard, LVPD Assistant Chief presented a proposed ordinance repealing the City's Juvenile Curfew Ordinance.

This item will be added to the October 17, 2023 Consent Agenda for second reading.

5. **Presentation and Discussion on Amending Ordinance Chapter 3 Building Regulations; Article 3.02 - Technical and Construction Codes and Standards; Sec. 3.02.054 - Property Maintenance Code and Sec. 3.02.055 - Appeals and Variances to Technical and Construction Codes. (1st Read as Required by the Charter) – Dr. Caldera, City Manager**

Crystal Caldera, City Manager presented a proposed ordinance amending Chapter 3 Building Regulations; Article 3.02 - Technical and Construction Codes and Standards; Sec. 3.02.054 - Property Maintenance Code and Sec. 3.02.055 - Appeals and Variances to Technical and Construction Codes.

Those who spoke on this item were: Erick Matta (Leon Valley)

This item will be added to the October 17, 2023 Consent Agenda for second reading.

6. **Presentation and Discussion to Consider an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule to Amend Fees Associated with Building, Health, and Trade Permit and Inspection Fees, and to Remove Sections No Longer in Use (1st Read as Required by City Charter) - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director presented a proposed ordinance amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule to amend fees associated with Building, Health, and Trade Permit and Inspection Fees, and to remove sections no longer in use.

This item will be added to the October 17, 2023 Consent Agenda for second reading.

**8. Citizens to be Heard**

Those who spoke at this time were: Maria Gamboa (Leon Valley); and Erick Matta (Leon Valley)

**9. 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.**

Mayor Chris Riley asked that the next Town Hall (January 24, 2024) be added to a future agenda to begin discussing topics.

**10. Adjournment**

Mayor Riley announced that the meeting adjourned at 8:22 PM

**These minutes approved by the Leon Valley City Council on the 17th of October, 2023.**

**APPROVED**

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**CHRIS RILEY**  
MAYOR

**ATTEST:** \_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
CITY SECRETARY