



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, October 17, 2023 at 6:00 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. 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 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 6:00 PM and announced that a quorum of the City Council was present in Council Chambers.

Mayor Riley announced that the Pledge of Allegiance would be done later once Boy Scout Troop 515 arrived.

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

Mayor Riley read aloud the agenda caption for Item 2.1.

The City Council went into Executive Session at 6:01 PM

1. City Council shall meet in Executive Session pursuant to Texas Government Code Section 551.087 Deliberation Regarding Economic Development Negotiations; Closed Meeting. RE: Review and Discussion of Request for Proposal (RFP) Received for the Kinman House - R. Salinas, Director of Economic Development

3. Reconvene into Regular Session

The City Council reconvened into Open Session at 6:32 PM

Mayor Chris Riley invited Yashwanth Movva and Revanth Movva from Boy Scout Troop 515 from the Stone Oak area to lead the Pledge of Allegiance.

4. Citizens to be Heard

Those who spoke at this time were: Herman Segovia (Leon Valley); Rose Ann Rodriguez (Leon Valley); Joe Sanchez (Leon Valley); Beth Mursch (Leon Valley); Joan Marquart (Leon Valley); Rashid Khalife (Leon Valley); Fred Wright (Leon Valley); Connie (Leon Valley); and Arthur Renteria (Leon Valley)

Mayor Riley introduced Art Rodriguez, City Attorney

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

No action was taken at this time. Mayor Riley did announce that the City Council would reconvene at the end of the meeting to resume discussion.

6. Presentations

1. Presentation of an Award of Appreciation for Years of Service to Yvonne Acuna, Assistant Finance Director

Mayor Chris Riley presented Yvonne Acuna with a proclamation and plaque in appreciation for her years of service and wished her well in her retirement.

2. Presentation of a Proclamation by the City Council of the City of Leon Valley, Texas that the Week of November 6-10, 2023 Is Hereby Recognized as Municipal Court Week in Recognition of the Fair and Impartial Justice Offered to Our Citizens by the Municipal Court of Leon Valley

Mayor Chris Riley presented a proclamation recognizing the week of November 6-10, 2023 as Municipal Court Week. The proclamation was presented to Tiffany Gutierrez, Court Administrator and Municipal Court staff, Sonia Corona, Karen Coe, and Jaime Leila.

3. Presentation, Discussion and Possible Action on Amendments to the Short-Term Rental Ordinance (Councilor Philip Campos and Councilor Josh Stevens)

Dr. Crystal Caldera, City Manager began the presentation and discussion on a draft Short Term Rental Ordinance along with the red-line comments submitted by Councilor Josh Stevens and Councilor Will Bradshaw.

There was a lengthy discussion on this item.

Councilor Will Bradshaw motioned to table this item. Councilor Josh Stevens seconded the motion.

Those who spoke on this item were: Lane Fisher (Leon Valley property owner); Roger Saucedo (Leon Valley); and Maria Saucedo (Leon Valley)

Mayor Chris Riley asked Sandra 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 - Nay; Councilor Rey Orozco - Nay; and Councilor Will Bradshaw – Yea

Mayor Riley announced the motion failed.

Dr. Crystal Caldera, City Manager suggested regulating distance, registration, and a safety brochure.

Councilor Josh Stevens motioned to instruct staff to construct and revise an ordinance containing three sections: registration, safety brochure, and distance requirements between short-term rentals. Councilor Philip Campos seconded the motion.

Mayor Chris Riley asked Sandra 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.

7. Consent Agenda

Mayor Riley announced that Consent Agenda Items 9.6, 9.7, and 9.10 would be moved to the November 7, 2023 Consent Agenda due to a wording issue.

Councilor Rey Orozco motioned to approve Consent Agenda Items with the exception of the ones previously mentioned. Councilor Philip Campos 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

1. Discussion and Possible Action Approving of the Following City Council Minutes: a. September 19, 2023 Regular City Council Meeting Minutes

2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:

- a. 08-09-2023 Earthwise Living Committee Meeting Minutes**
- b. 08-10-2023 Park Commission Meeting Minutes**
- c. 08-22-2023 Planning & Zoning Commission Meeting Minutes**
- d. 04-19-2023 Citizens Police Advisory Committee Meeting Minutes**
- e. 05-11-2023 Library Board of Trustees Meeting Minutes**

- f. 08-10-2023 Library Advisory Board Meeting Minutes**
- g. 04-24-2023 Economic and Community Development Advisory Committee Meeting Minutes**

3. **Discussion and Possible Action of 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 was Held on 09-18-2023) - M. Moritz, Public Works Director**
 4. **Discussion and Possible Action 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 was Held on 09-19-2023) - M. Tacquard, Asst. Police Chief**
 5. **Presentation, Discussion, and Possible Action on a Resolution of the City of Leon Valley City Council Designating the Echo and the San Antonio Express News as the City of Leon Valley's Official Newspapers for Posting of Public and Legal Notices - S. Passailaigue, City Secretary**
 6. **Discussion and Possible Action on a Resolution of the City of Leon Valley, Tx., City Council Appointing David Perry as Commissioner to the Leon Valley Planning & Zoning Commission - S. Passailaigue, City Secretary**
 7. **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 was Held on 09-18-2023) – Dr. Caldera, City Manager**
 8. **Presentation, Discussion and Possible Action on the Annual Review; and Adoption of a Resolution Approving the Investment Policy for the City of Leon Valley with No Changes. - C. Goering, Finance Director**
 9. **Presentation, Discussion and Possible Action on a Resolution Accepting an Agreement with ARDURRA Group for City Professional Engineering Services - Dr. Caldera, City Manager**
 10. **Presentation and Discussion on Authorizing an Ordinance Amending the City Of Leon Valley Code Of Ordinances, Chapter 1, Article 1.04 City Council, Sec. 1.04.001 Rules Of Meeting Decorum and Conduct, Adding Executive Session Meeting Time of 6:00 p.m. and Prohibiting Outside Presentations (First Read as Required by City Charter) - Dr. Caldera, City Manager**
8. **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.

9. City Manager's Report

1. Upcoming Important Events:

Regular City Council Meeting, Tuesday, November 07, 2023, at 6:30 PM, in City Council Chambers.

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.

City Offices and Municipal Court will be closed Thursday, November 23 - Friday, November 24, 2023, in observance of the Thanksgiving Holiday.

Breakfast with Santa, Saturday, December 02, 2023, from 8:00 AM to 10:30 AM, at the Leon Valley Public Library.

Lighting of the Christmas Tree and Celebration, Monday, December 04, 2023, at 6:00 PM, in the grassy area outside of the Leon Valley Conference Center.

Miscellaneous other events and announcements.

10. Regular Agenda

1. Discussion and Possible Action of a Resolution Granting a Fence Variance for 6406 Royalty Pt, CB 4429A BLK 1Lot 25, Seneca Estates - M. Teague, Planning and Zoning Director

Mindy Teague, Planning & Zoning Director presented a fence variance request for 6406 Royalty Pt., CB 4429A BLK 1, Lot 25, Seneca Estates. Director Teague informed members of the City Council that staff is not in support of this variance.

The applicant was available for questions.

There was a consensus among members of the City Council to have the applicant get approval from his neighbors and bring it back at the November 7th City Council meeting.

2. Discussion and Action to Consider an Appeal to the 2021 International Fire Code, Appendix D Fire Apparatus Access Roads, Section D107 One or Two-Family Residential Developments, D107.1 One or Two-Family Dwelling Residential Developments, to Allow Non-Fire Sprinklered Housing Units, at the Poss Landing Subdivision, Located at 7213 Huebner Road - M. Teague, Planning and Zoning Director

This item was withdrawn by the applicant.

3. Presentation, Discussion, and Possible Action on the Leon Valley Public Library Policy Article 7: Meeting Room Policy - R. Reed, Library Director

Regina Reed, Library Director presented a draft amendment to Article 7: Meeting Room Policy.

Councilor Benny Martinez motioned to accept as requested. Councilor Philip Campos 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

Mayor Riley moved Agenda Item 11.1 up so Ms. Reed could go home.

4. Presentation and Discussion on becoming a Family Place Library - R. Reed, Library Director

Regina Reed, Library Director gave a presentation on becoming a Family Place Library.

5. Presentation and Discussion of the Monthly Financial Report Ending September 30, 2023 - C. Goering, Finance Director

Carol Goering, Finance Director presented the Monthly Financial Report ending September 30, 2023.

6. Presentation, Discussion, and Possible Action to Create a New Economic Development Program for Building and/or Facade Improvements - R. Salinas, Director of Economic Development

Roque Salinas, Economic Development Director presented a proposed Economic Development Program for building and/or façade improvements.

Councilor Philip Campos motioned to approve the program as presented. Councilor Rey Orozco 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

7. Discussion and Possible Action Adding Topics to the January 27, 2024, Annual Town Hall Meeting - Mayor Chris Riley

There was a consensus to carry this item over to the next City Council meeting.

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

City Council reconvened into Executive Session at 10:00 PM to continue the discussion as stated in Agenda Item 2.1.

- 14. Reconvene into Regular Session**

The City Council reconvened into Open Session at 10:25 PM

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

Councilor Philip Campos motioned to accept the two RFPs, we have evaluated them, and we have come to a consensus that we are selecting Poppy's Café. Councilor Rey Orozco 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


- 16. Adjournment**

Mayor Riley announced that the meeting adjourned at 10:30 PM

These minutes were approved by the Leon Valley City Council on the 7th of November, 2023.

APPROVED


CHRIS RILEY
MAYOR

ATTEST: 
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY

