



**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, August 04, 2026 at 6:30 PM

AGENDA

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**
- 2. Citizens to be Heard** - Citizens wishing to address the City Council for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the City Council is restricted from discussing or acting on items not listed on this agenda.
- 3. Presentations**
 1. Presentation of a Proclamation Encouraging Voter Registration and Participation in Leon Valley Elections – Mayor Chris Riley
 2. Presentation, Discussion and Possible Direction to Staff on the City's Economic Development Incentive Policy - S. Woeppel, Economic Development & Special Projects Director
 3. Presentation, Discussion and Workshop on an Ordinance Related to the Fiscal Year 2026-2027 Proposed Budget (1st Reading was held on 06-02-2026) - Dr. C. Caldera, City Manager
- 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.

5. City Manager's Report

1. Upcoming Important Events:

- **August 18, 2026 – Regular City Council Meeting**
6:00 PM - City Council Chambers
- **September 07, 2026 – City Hall and Municipal Offices Closed**
In observance of Labor Day
- **Miscellaneous other Events and Announcements**

6. Consent Agenda - All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of a Consent Agenda item unless a member of City Council requests that the item be pulled from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

1. Discussion and Possible Action Approving of the Following City Council Minutes:
 - a. 07-21-2026 Regular City Council Meeting Minutes
 - b. 07-25-2026 Coffee with the Mayor & City Council Minutes
2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:
 - a. 04-15-2026 Citizens Police Advisory Committee Meeting Minutes
3. Discussion and Possible Action on an Ordinance Amending Chapter 6 Health and Sanitation Article 6.02 Food Establishments, Sec. 6.02.002 Definitions of Food Establishments to Amend Food Establishment Definitions and Add Definitions for Child Care Center, School Food Service Operation, and Mobile Food Vendor, Sec. 6.02.003 Licenses, Permits and Exemptions (E)1 and (H) to Comply with State Law, and Amending Appendix A Fee Schedule Article A6.000 Food Establishments Section A6.001 License Fees Deleting Mobile Food Vending License Fee of \$120 and Mobile Food Truck Vending Food License of \$35.00 and Repealing Ordinance 2021-58 (1st Read was held on 07-21-2026) - M. Gallardo, Planning and Zoning Director
4. Discussion and Possible Action on an Amending Ordinance Chapter 4, Business Regulations, Article 4.14 Short Term Rental to Expand Prohibition from 200 Feet on the Same Block Face to 300 Foot Radius, Establishing Occupancy Standards to Maximum Floor Area Allowance Per Occupant at 200 Gross, Not Allowing Permits to be Transferable, Require that any trash dispersed beyond property boundaries be collected, removed, or disposed of within 24 Hours (1st Read was Held 07-21-2026) - Dr. Caldera, City Manager

7. Regular Agenda

1. Discussion and Possible Action on Amending an Ordinance of The City of Leon Valley, Texas, Chapter 2, "Animal Control," of The Code of Ordinances; Amending Definitions; Revising Regulations Governing Prohibited Animals; Authorizing Certain Licensed Zoological Parks, Aquariums, and Educational Animal Exhibition Facilities to Possess Otherwise Prohibited Animals Subject to Specified Safety Requirements; Establishing Pet Shop Requirements Regarding the Source of Dogs and Cats Offered for Sale or

Adoption, Allowing for 6 Month Grace Period for Existing Businesses (1st Read was Held 07-21-2026) - Dr. Caldera, City Manager

2. Presentation, Discussion and Possible Action on an Ordinance Authorizing the City Manager to enter into an agreement with BB Inspection Services LLC for Building Reviews and Inspection Services (1st Reading as Required by City Charter) M. Gallardo, Planning and Zoning Director
3. Presentation, Discussion and Possible Action on an Ordinance Authorizing the City Manager to enter into an agreement with BB Inspection Services LLC for Health Inspection Services (1st Reading as Required by City Charter) M. Gallardo, Planning and Zoning Director
4. Presentation, **Public Hearing**, and Discussion of Approving a Specific Use Permit Request to Allow a Professional Aesthetic Clinic Offering Advanced Aesthetic Treatments in a B-2 Retail District on Approximately 1.03 Acre Tract of Land, Located at 6502 Bandera Road Suite 201; and More Specifically Described as CB 4429A, Block 8, Lot 6, Seneca Estates Unit 9 (First Read as Required by City Charter) – M. Gallardo, Planning and Zoning Director
5. Presentation, **Public Hearing**, and Discussion of Approving a Specific Use Permit Request to Allow a Provider-led Wellness and Aesthetic Clinic Offering Advanced Aesthetic Treatments in a B-2 Retail District on Approximately 2.24 Acre Tract of Land, Located at 5903 Wurzbach Road Suite 106; and More Specifically Described as CB 4429A, Block 4, Lot 29, Crystal Lake Commercial (First Read as Required by City Charter) – M. Gallardo, Planning and Zoning Director
6. Presentation, Discussion, and Possible Action to Consider a Temporary Variance for Century Communities (Senna I and Senna II) from Chapter 8, Article 8.07 (Noise and Sound Level Regulations) to Allow Early Morning Concrete Placement and Finishing Prior to 7:00 a.m. When Necessary Due to Weather Conditions, Public Safety, Engineering Requirements, or Other Construction-Related Circumstances. - Dr. C. Caldera, City Manager
8. **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.**
9. **Adjournment**

Executive Session - The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during this meeting to discuss any matter listed on the posted agenda, as authorized by the Texas Government Code, including but not limited to: **Section 551.071** – Consultation with Attorney, **Section 551.072** – Deliberations about Real Property, **Section 551.073** – Deliberations about Gifts and Donations, **Section 551.074** – Personnel Matters, **Section 551.076** – Deliberations about Security Devices, and **Section 551.087** – Economic Development

Continuation of Meetings (Sec. 551.0411, Texas Government Code) - A governmental body that recesses an open meeting to the following regular business day is not required to post a new notice if the action is taken in good faith and not to circumvent the law. If a recessed meeting is continued to another day beyond the following business day, written notice of the continued meeting must be given as required by law.

Attendance by Other Elected or Appointed Officials - Members of other City boards, commissions, and/or committees may attend this meeting in numbers that could constitute a quorum. Accordingly, this agenda is also posted as a meeting notice for those boards, commissions, and/or committees. Members present may participate in discussions but may not deliberate or take action on items listed on this agenda. [Attorney General Opinion No. GA-0957 (2012)]

Certification of Posting - I hereby certify that the above **Notice of Public Meeting(s) and Agenda of the Leon Valley City Council** was posted at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until the conclusion of the meeting(s). This notice is also available on the City's website at .

Accessibility: This building is wheelchair accessible. Requests for sign interpretation or other services must be made at least 48 hours in advance of the meeting. To arrange assistance, please call (210) 684-1391, Extension 212.

The City provides the following information in compliance Texas Government Code § 551.043(c): (i) a copy of the City's proposed budget may be located on the City's home page of its website and at <https://www.leonvalleytexas.gov/finance/page/truth-taxation-information>; and (ii) Taxpayer Impact Statement – For the median-valued homestead property a comparison of the current property tax bill in dollars pertaining to the property for the current fiscal year ("FY"), an estimate if the proposed budget is adopted for the upcoming FY, and an estimate of a balanced budget at the no-new-revenue tax rate for the upcoming FY is below:

Median-Valued Homestead Property of \$218,019	Property Tax Bill in Dollars
Current FY 2025/26	\$ 1,255.72
An estimate if the proposed budget is adopted for FY 2026/27	\$ 1,188.29
An estimate if a balanced budget is funded and adopted at the no-new-revenue tax rate for FY 2026/27	To Be Determined

SAUNDRA PASSAILAIGUE, TRMC
City Secretary
July 29, 2026 2:01 PM





PROCLAMATION - Encouraging Voter Registration and Participation in Leon Valley Elections

***WHEREAS**, the strength of our democracy depends upon the active participation of informed and engaged citizens; and*

***WHEREAS**, voting is both a cherished right and a civic responsibility that gives every eligible resident the opportunity to help shape the future of the City of Leon Valley; and*

***WHEREAS**, local elections have a direct impact on the quality of life in our community by determining the leadership and decisions that affect public safety, infrastructure, parks, neighborhoods, city services, and the responsible stewardship of taxpayer resources; and*

***WHEREAS**, recent municipal elections in Leon Valley have experienced voter turnout of approximately six percent, demonstrating an opportunity for greater civic engagement among our residents; and*

***WHEREAS**, every eligible voter who registers and casts a ballot helps ensure that our local government reflects the voices, values, and priorities of the entire community; and*

***WHEREAS**, residents who need to register to vote, update their voter registration information, or verify their registration status may contact the Leon Valley City Secretary's Office at s.pass@leonvalleytexas.gov or 210-684-1391, extension 216, or visit the Bexar County Elections Department's voter registration resources at <https://www.bexar.org/1701/Voter-Registration>;*

***NOW, THEREFORE**, I, Chris Riley Mayor of the City of Leon Valley, Texas, do hereby proclaim our continued commitment to encouraging every eligible resident to:*

- Register to vote or verify that their voter registration is current;*
- Learn about the issues and candidates on the ballot;*
- Make a plan to vote in every municipal election; and*
- Encourage family members, friends, and neighbors to participate in the electoral process.*

Together, we can strengthen our community by increasing civic participation and ensuring that every voice has the opportunity to be heard. Every vote matters, and every resident has the power to help shape the future of Leon Valley.

Signed by my hand on this the 4th day of August, 2026.

Mayor Chris Riley

MAYOR AND COUNCIL COMMUNICATION

DATE: August 4, 2026

TO: Mayor and Council

FROM: Sarah Woeppel, Economic Development & Special Projects Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Discussion and Possible Direction to Staff on City's Economic Development Incentive Policy

SPONSOR(S): N/A

PURPOSE & BACKGROUND

The City of Leon Valley's Economic and Community Development Grant Policy establishes the framework for administering the City's economic development incentive programs. These incentives are intended to encourage business attraction, business expansion, property reinvestment, and community enhancement projects that generate long-term economic and quality-of-life benefits.

Under the policy adopted by City Council in August 2023, all incentive requests are reviewed by the Economic Development Director, City Manager, or their designee before being presented to City Council for consideration. Applications are evaluated using several criteria, including projected sales tax generation, job creation, increases in property values, capital investment, reduction of commercial vacancies, financial viability, compatibility with zoning and surrounding land uses, and the overall benefit to the Leon Valley community.

The City currently administers several incentive programs to support redevelopment and placemaking efforts. The Commercial Property Demolition and Lot Clearing Grant Program provides reimbursement assistance for qualifying properties that are at least 20 years old, with awards capped at \$100,000. The Façade and Building Improvement Grant Program assists commercial property and business owners with eligible exterior improvements, including façade restoration, painting, signage, awnings, and window or door replacements. Award amounts are currently determined based on project scope and demonstrated costs.

Eligible projects may also qualify for the Leon Valley Business Grant Program, which offers grants and ad valorem tax rebates to businesses locating, expanding, or reinvesting within the City. Incentives are intended to encourage new development, redevelopment, capital investment, and increased sales and property tax revenues.

In addition to direct financial incentives, the City offers development fee waivers and participates in the Texas Property Assessed Clean Energy (TX-PACE) Program. Through its partnership with the Alamo Area Council of Governments (AACOG), TX-PACE provides private financing for commercial energy efficiency, renewable energy, and water conservation improvements.

Businesses investing in Leon Valley may also be eligible for county and state incentive programs. Bexar County offers grants, tax abatements, and workforce development assistance, while the State of Texas administers programs such as the Jobs, Energy, Technology and Innovation (JETI) Act, the Texas Enterprise Zone Program, and the Freeport Tax Exemption. These programs can complement local incentives and further reduce project costs.

The Economic Development Director reviews all applications and submits recommendations to City Council for final consideration. Incentive awards are subject to available funding. The FY 2026 budget includes \$324,246 for economic development incentive programs, while funding for FY 2027 will be determined through the annual budget process and City Council approval.

FISCAL IMPACT

None. This item is for briefing purposes only.

RECOMMENDATION

Staff reviewed the City's existing incentive policies for competitiveness against benchmark Texas cities, historical program performance, and compliance with applicable state law. Of the fifteen benchmark cities evaluated, six have clearly defined target industries or prioritize specific types of development within their incentive policies. Additionally, six of the benchmark cities currently offer, or have historically offered, tax abatement agreements authorized under Chapter 312 of the Texas Tax Code. These findings informed staff's recommended updates to ensure Leon Valley's incentive policies remain competitive, strategic, and aligned with best practices.

City	Targeted or Incentivized Industries/Sectors	Chapter 312 Tax Abatement Policy
Alamo Heights	No	No
Balcones Heights	No	No
Castle Hills	No	No
Cibolo	Yes	Yes

City	Targeted or Incentivized Industries/Sectors	Chapter 312 Tax Abatement Policy
Converse	No	No
Helotes	No	Yes
Kirby	No	No
Leon Valley	No	No
Live Oak	Yes	No
San Antonio	Yes	Yes
Schertz	Yes	No
Selma	Yes	Yes
Shavano Park	No	No
Universal City	Yes	Yes
Windcrest	No	Yes

To strengthen Leon Valley's competitiveness by supporting business retention, attracting new investment, and generating positive economic and community benefits, staff recommends that City Council authorize the development of revisions to the City's Economic Development Incentives Policy through the following actions:

1. Prioritize target industries that align with the City's 2025 Strategic Plan and future development and redevelopment goals:
 - Destination retail, restaurants, and entertainment concepts that demonstrate market uniqueness.
 - Commercial office-based sales industries (e.g., medical equipment suppliers, software and hardware sales, wholesale distributors).
 - Hotels.
2. Establish a formal tax abatement policy consistent with Chapter 312 of the Texas Tax Code.
3. Adopt objective eligibility criteria, including minimum job creation and capital investment thresholds, as well as standardized maximum incentive award calculations for tax abatements and rebates.
4. Cap Façade and Building Improvement Grant awards at a maximum of \$10,000 per project.
5. Limit ad valorem tax rebates to the City's Maintenance and Operations (M&O) tax rate only (currently \$0.497818).
6. Require annual reporting to strengthen compliance, performance monitoring, and transparency.
7. Require a portion of each incentive award to support eligible workforce development initiatives, public green space and tree planting, and/or public art.
8. Update the incentive application to reflect all approved policy revisions.

These recommendations align with the City's 2025 Strategic Plan by promoting sustainable

economic growth, enhancing quality of life, and advancing Leon Valley's long-term community priorities.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Economic Incentive Policy Review

City Council Regular Meeting
August 4, 2026

Sarah Woepfel,
Economic Development & Special Projects Director

Summary

- Question
 - **City Council is being asked to review the City's Economic & Community Development Incentive Policy.**
- Options
 - Recommended:
 - 1. City Council approval for staff to draft amendments to incentive policy for future City Council consideration.
 - Denial
 - Other: N/A
- Declaration
 - N/A

Purpose

- **To present and discuss the City of Leon Valley's Economic & Community Development Incentive Policies**

Active City Programs

Placemaking

- Commercial Property Demolition and Lot Clearing Grant Program
- Facade and Building Improvement Grant

Job Creation

- Leon Valley Business Grants
- Ad Valorem & Sales Tax Rebates

Additional Incentives

- Fee Waivers
- PACE

Available Budget

- FY26/27
 - Project Funding: TBD
 - Available funding in reserves for case-by-case projects

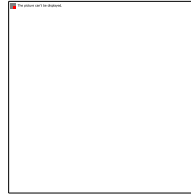
Local & State Incentives

- Bexar County Incentive Programs
 - Grants, Tax Abatements, Workforce Grants
- Jobs, Energy, Technology and Innovation Act (JETI)
 - School District Tax Abatement program
- Texas Enterprise Zone
 - Per job grant
- Freeport Tax Exemption
 - Tax exemption on certain imported goods

Incentive Policy Goals

Return on Investment (ROI)

- Is the project creating a positive economic benefit? (tax generation, job creation, etc.)
 - $ROI > 1$
- Is the project delivering a public benefit to the community?



Strengthen Competitiveness,
Support Retention and Fuel
Investment



Deliver Net Positive
Economic and Community
Benefits



Advance Broader Community
Priorities

What's Missing?

Strategy

- Preference for Targeted Industries
- The “But for” Question & Competition
- Workforce Development Component

Readiness

- Updates to the Application
- Chapter 312 Policy Guidelines

Risk Mitigation

- Maximum and Minimum Thresholds
 - Abatement/Rebate Percentages, Job #'s, Wages, Capex
- Stronger compliance procedures and recapture options
- Application Fee

Performance Review

- Annual Executive Briefings on Status/Compliance of Active Incentive Agreements

Grants & Tax Rebates/Abatements

Recommended Updates

Façade and Building Improvement Grant ☒

- Recommendation for ECDAC Review of Policy
- Introduce maximum cap amount & require matching funds

Commercial Property Demolition & Lot Clearing Program ☒

Leon Valley Business Grants – Needs Improvement

- **Improved Compliance Measures**
 - ED Incentive offer letter
 - Detailed cure period/amendment process
 - Stricter recapture/"claw-back" provisions
 - Annual year-end reporting requirements for multi-year agreements
- **Preference for targeted industries**
 - Destination retail, restaurants, & entertainment concepts that demonstrate market uniqueness
 - Commercial Office-Based Sales Industries (Medical Equipment Suppliers, Software/Hardware Sales, Wholesale Distributors, etc.)
 - Hotels
- **More Detailed List of Eligible Grant Expenses**
 - Real/Tangible Tax Improvements
 - Require percentage (%) of total incentive value be used for eligible workforce, public green space and/or tree planting, or public art

Benchmarked City Incentive Comparison

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City	Targeted or Incentivized Industries or Sectors	Chapter 312 Policy (Tax Abatements)
Alamo Heights	✗	✗
Balcones Heights	✗	✗
Castle Hills	✗	✗
Cibolo	✓	✓
Converse	✗	✗
Helotes	✗	✓
Kirby	✗	✗
Leon Valley	✗	✗
Live Oak	✓	✗
San Antonio	✓	✓
Schertz	✓	✗
Selma	✓	✓
Shavano Park	✗	✗
Universal City	✓	✓
Windcrest	✗	✓

Tax Abatement/Rebates Matrix

Project must create at least 5 jobs and meet the below capital investment requirements to qualify:

Capital Investment (\$)	Max Eligible Abatement/ Rebate Term (Yrs)	First Year - Max Eligible Abatement/ Rebate (%)
\$1M - \$10M	3-4	30%
>\$10M - \$20M	5-6	50%
>\$20M-\$30M	7-8	75%
>\$30M	9-10	90%

- Subsequent abatement term years to reduce annually by 10%.
- Recommend limits on Ad Valorem Tax rebates for only the Maintenance & Operations (M&O) portion of the City's property tax rate. (\$0.497818)

Staff Recommendation

- Staff to proceed with drafting updated incentive policies for future City Council consideration.

Fiscal Impact

- This item is for briefing purposes only
- No Fiscal Impact

Strategic Goals & Objectives

A. Economic Development: To foster sustainable economic growth in Leon Valley by attracting and supporting diverse businesses, enhancing infrastructure, and creating a vibrant community that promotes job creation, innovation, and a high quality of life for residents and visitors.

Objectives:

1. **Business Attraction & Retention** - Develop incentive programs, support strategic partnerships, and streamline permitting processes to attract new businesses while supporting the growth and retention of existing enterprises in Leon Valley.
2. **Infrastructure & Development** - Invest in critical infrastructure improvements, such as roads, utilities, and broadband, to create a business-friendly environment and support future economic expansion. Review, create and enforce codes that assist in stimulating declining commercial areas and that impact Economic development.
3. **Workforce Development** - Partner with educational institutions and local businesses to provide job training, career development programs, and employment opportunities that meet the evolving needs of the workforce.
4. **Revitalization** - Enhance commercial districts and revamp underutilized properties by supporting low-density/mixed-use developments that contribute to a vibrant and dynamic local economy. Support smart urban planning that balances economic progress with environmental and social responsibility.
5. **Marketing & Promotion** - Implement targeted marketing campaigns to showcase Leon Valley's strengths, attract new investment, and position the city as a premier destination for businesses, residents, and visitors

Economic Development Incentive Policy Overview Presentation

Sarah Woepfel, MA
Economic Development & Special Projects Director
City Council Meeting
August 4, 2026

FY 2027 PROPOSED ANNUAL OPERATING BUDGET

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1

Loss Pattern

How much lost in protest?

This reflects the reduction in property values due to protests and appraisal adjustments during the year. In 2025, values decreased by approximately \$54 million as part of the appraisal review process, which is incorporated into the final taxable values.

2025 Beginning Value

\$1,731,767,242

2025 Ending Value

\$1,677,848,095

Net Protest Loss in Tax year 2025

(\$53,919,147)

2

Market Condition

Are values up or down overall?

This comparison looks at where values begin each year, before any protest reductions. Values are slightly lower when comparing the 2025 and 2026 tax year beginning values, based on the appraisal district’s certified values. Beginning values can change due to new construction, updated appraisals based on market data, and changes in exemptions or property characteristics.

2025 Beginning Value

\$1,731,767,242

2026 Beginning Value

\$1,726,463,384

Year-over-Year Market Decline

(\$5,303,858)

3

Revenue Reality

What will hit our budget?

This comparison reflects the expected final taxable value after accounting for reductions from protests and litigation. The appraisal district establishes final values through the appraisal review process, and these estimates are provided for planning purposes using historical trends. This is the value that directly impacts property tax revenue.

2025 Certified Ending Value

\$1,677,848,095

2026 Projected Value

\$1,635,970,439

Projected Revenue Impact

(\$41,877,656)

Property Valuation Loss

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Property Type	Count Difference	Value Difference
Single Family Residential	33	1,779,130
Multi-Family Residential	No change	(8,991,745)
Small Vacant Tracts of Land	-3	(428,710)
Res Imp on Rural Land & Non-Qualified Open Space	-2	(994,400)
Commercial Real Property	2	(4,735,682)
Industrial & Manufacturing Real Property	No change	(143,682)
Telephone Company	No change	(17,200)
Cable Television	No change	(15,110)
Commercial Personal Property	136	(2,387,324)
Industrial & Manufacturing Personal Property	6	315,792
Mobile Home only on Land W/Different Ownership	No change	(13,530)
Residential Inventory	186	15,040,210
Special Inventory	1	(3,325,890)
Totally Exempt Property	-146	(1,385,717)
TOTAL		(5,303,858)

Tax Rate History



* Proposed Tax Rate for Budget P 28 g

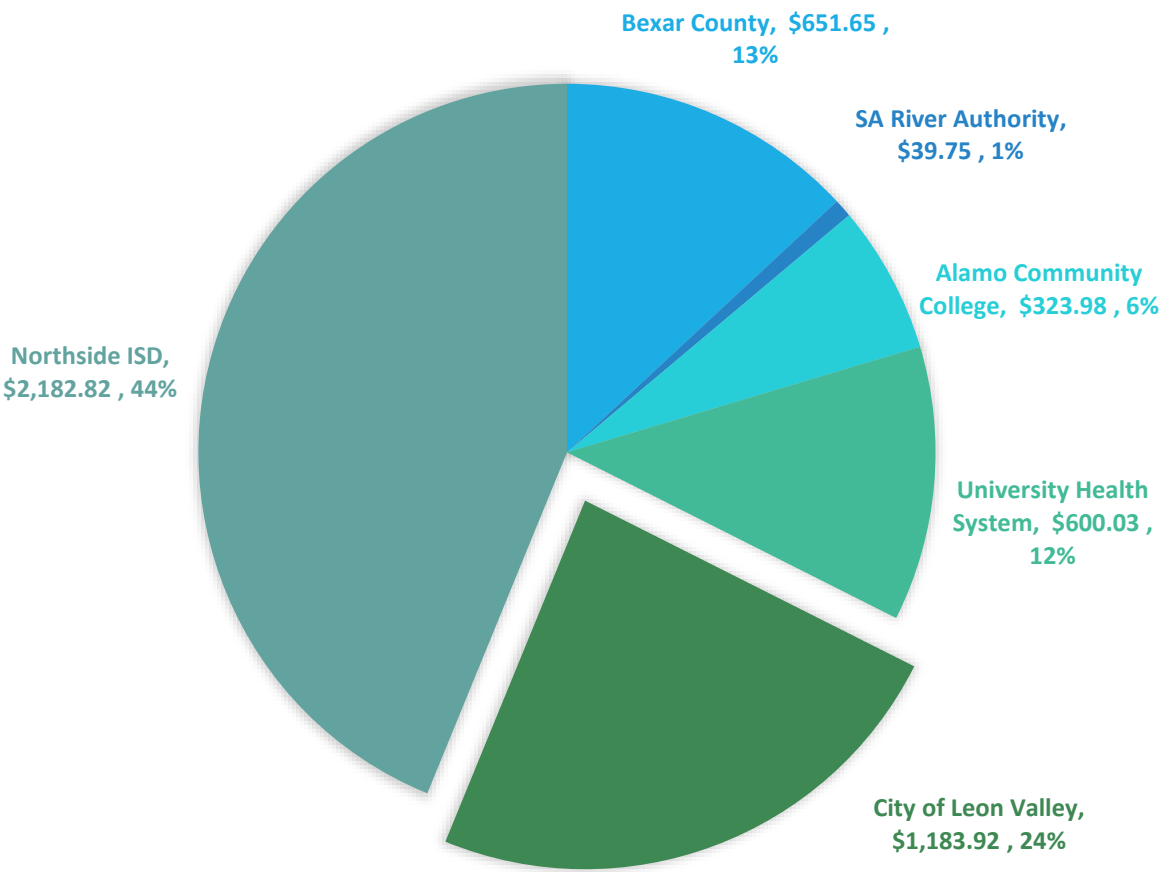
Avg. Home Taxable Value

\$217,218

Avg. City of Leon Valley Levy

\$1,183.92

Breakdown of Tax Year 2025 Homeowner Tax Bill



Average Home Value		
Tax Year 2025	Tax year 2026	Decrease
\$230,391	\$217,218	(\$13,173)

Average Tax Bill		
Tax Year 2025	Tax Year 2026	Decrease
\$1,255.72	\$1,183.92	(\$71.80)

Tax Rate Reference

Tax Year 2025 Rate (FY 2026)	0.545040
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Tax Year 2026 Rate (FY 2027)	0.545040
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General Fund

FY 2027 Proposed Budget

General Fund Overview — Projected Fund Balance

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For FY 2027, we are projecting a fund balance in the General Fund of approximately:

\$5,605,457

Capital Reserve Fund

+

\$1,250,000

Emergency Fund

+

\$275,000

Future Capital
Purchase Fund

=

\$7,130,457

Projected Fund Balance

< 1

Month of operating income

Emergency Fund alone

5.3

Months of operating income

Capital Reserve Fund + Emergency Fund+ Future
Capital Purchase Fund

⚠ The FY 2026 General Fund budget is not balanced as presented

Operating Deficit

\$454,888

Operating Revenues

\$15,530,864

▲ \$317,643 increase
over FY 2026

Proposed Tax Rate

\$0.545040

per \$100 of assessed valuation

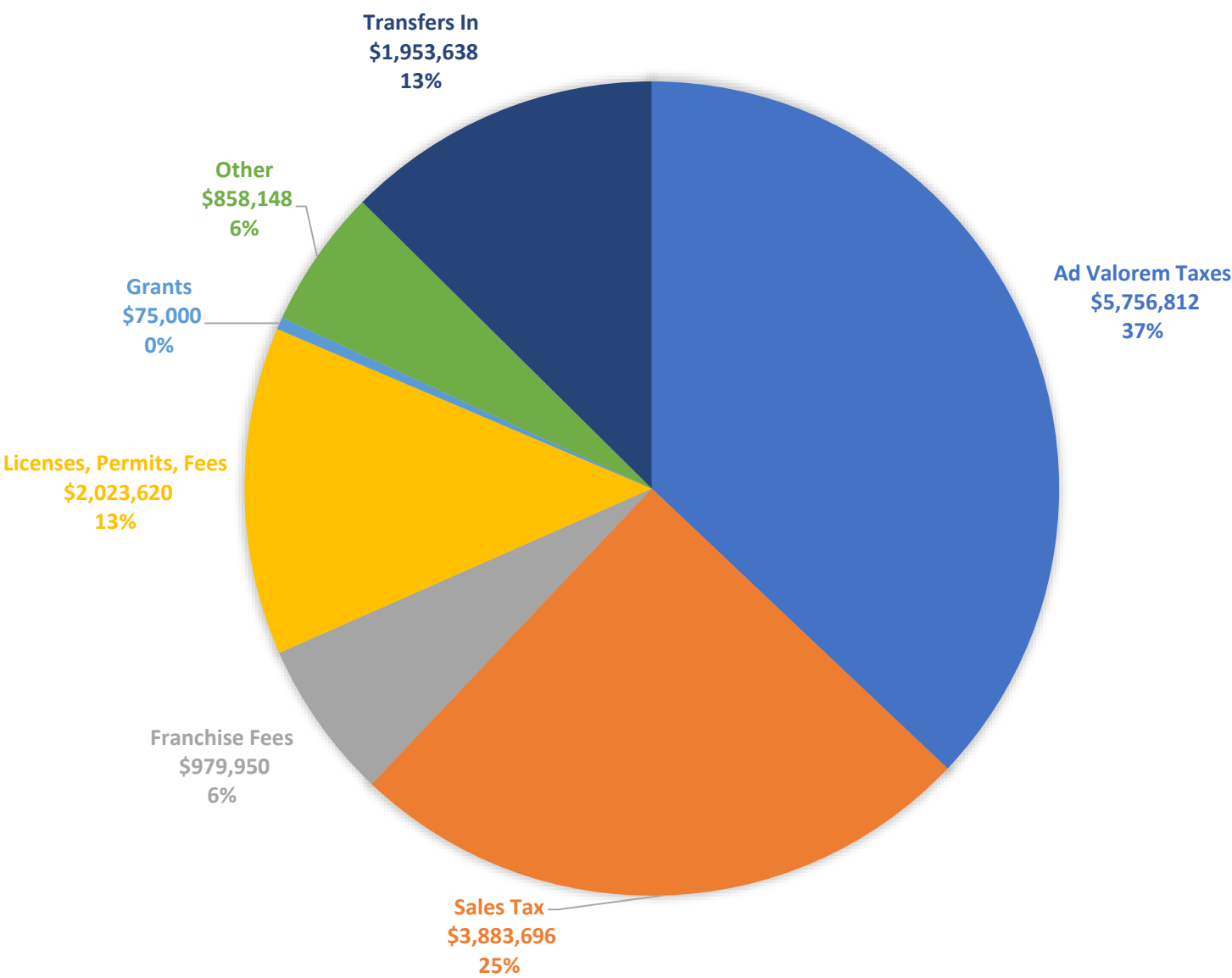
- Same rate as prior year
- Rate is estimated — may be adjusted up or down after receiving the official calculation from Bexar County

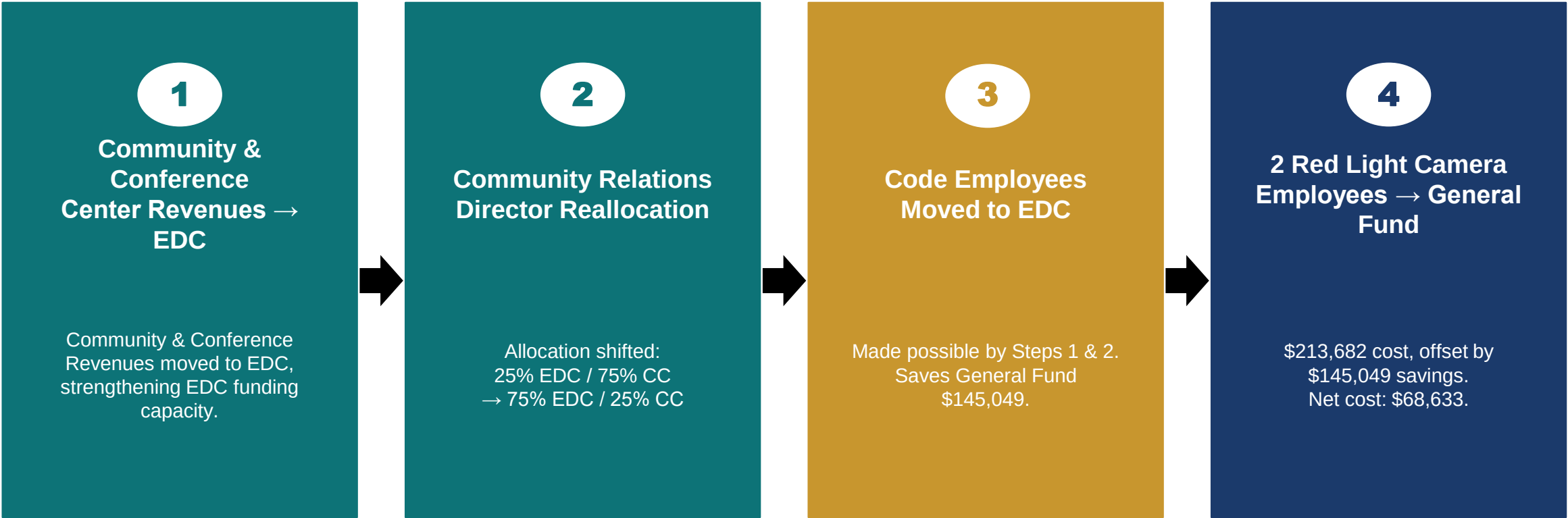
General Fund - Projected Operating Revenue

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Revenue Source	Budget 2025-2026	Budget 2026-2027	Variance	Trend
Ad Valorem	\$6,181,698	\$5,756,812	(\$424,886)	▼ Decrease
Sales Tax	3,827,643	3,883,696	56,053	▲ Increase
Franchise Fees	940,450	979,950	39,500	▲ Increase
Building Permits	472,200	819,970	347,770	▲ Increase
Court Fines	617,000	693,500	76,500	▲ Increase
EMS Revenue	510,000	510,000	—	No Change
Book Fines	140	150	10	▲ Increase
Grants	77,000	75,000	(2,000)	▼ Decrease
Other	895,273	858,148	(37,125)	▼ Decrease
Personnel Shared Services	1,687,817	1,941,338	253,521	▲ Increase
Peg Funds	4,000	9,300	5,300	▲ Increase
Tree Mitigation Fund	—	3,000	3,000	▲ Increase
TOTAL	\$15,213,221	\$15,530,864	\$317,643	

General Fund Revenues by Category



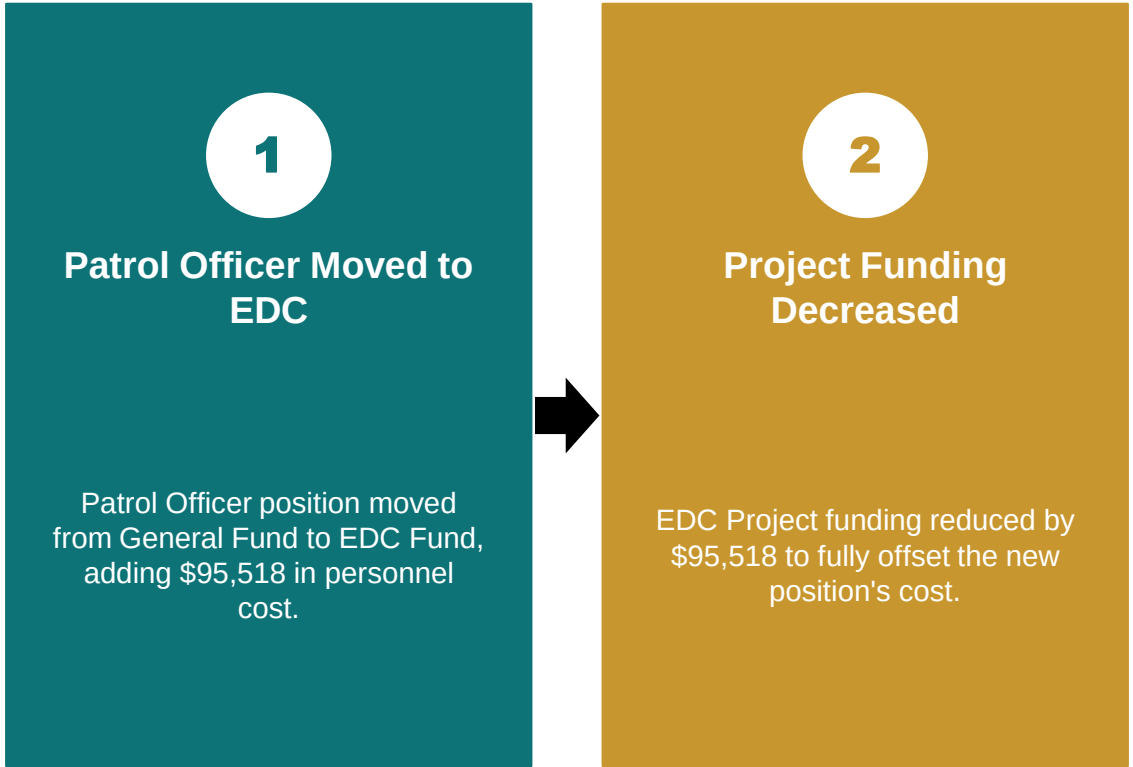


Steps 1 & 2 enabled Step 3 · Step 3 savings offset the cost of Step 4

Fund Restructuring — Summary by Fund

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General Fund	EDC Fund	Community Center Fund	Red Light Camera Fund
Code employees moved OUT to EDC -\$145,049 ▼ Savings	Community & Conference Center revenues added	Revenues moved to EDC	2 traffic safety employees transferred to General Fund / Police Dept. Employees went from 8 to 6
2 Red Light Camera employees moved IN +\$213,682 ▲ New Cost	Community Relations Director: 25% → 75%	Community Relations Director: 75% → 25%	
Net impact to General Fund +\$68,633 ▲ Net Cost	Code employees absorbed from General Fund		



Step 2 offsets the cost of Step 1

Patrol Officer Reallocation — Summary by Fund

{Section}.33.

General Fund	EDC Fund
Patrol Officer moved OUT to EDC	Patrol Officer moved IN
-\$95,518 ▼ Savings	+\$95,518 ▲ New Cost
	EDC Project funding decreased
	-\$95,518 ▼ Savings
	Net impact to EDC Fund
	\$0 • No Net Cost

Operating Expenditures

\$15,985,753

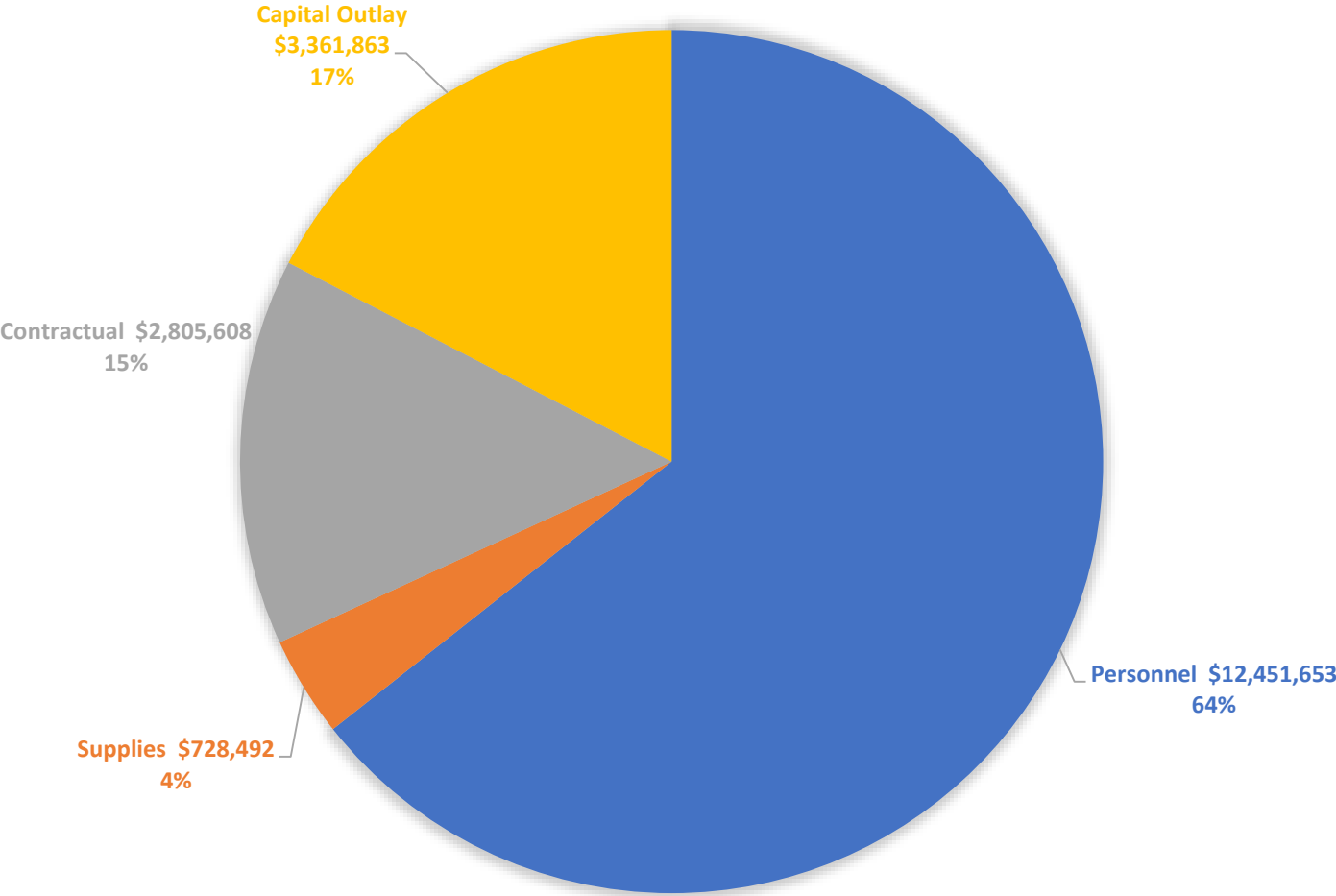
▲ Increase of \$621,669 over FY 26

Capital Expenditures

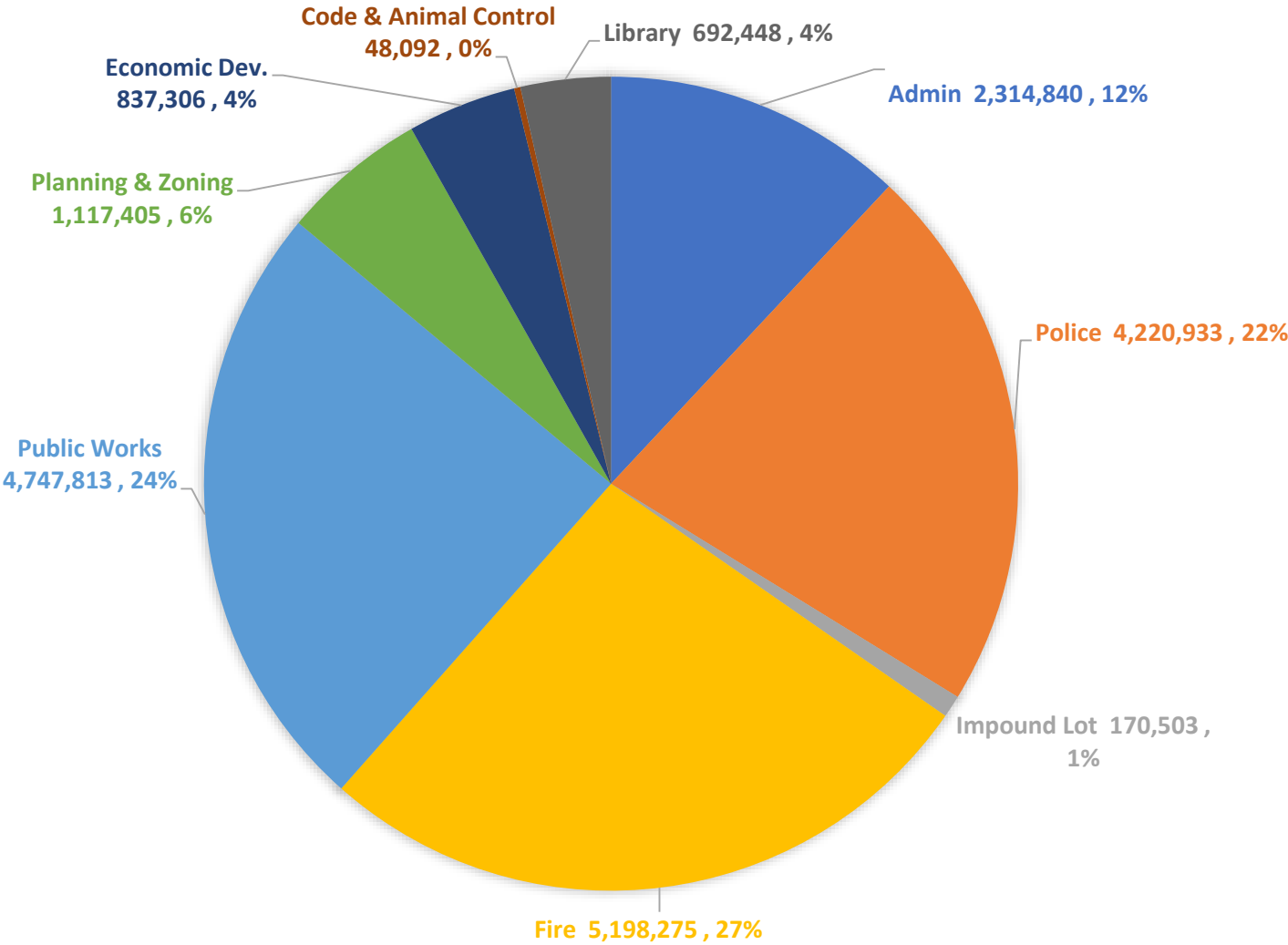
\$3,361,863

▲ Increase of \$213,674 over FY 26

General Fund Expenditures by Category



General Fund Expenditures by Department



SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

		ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE		\$ 6,221,889	\$ 8,326,205	\$ 8,326,205	\$ 7,522,205
Revenues					
Ad Valorem Taxes		5,624,828	6,181,698	6,181,698	5,756,812
Sales Taxes		3,777,494	3,827,643	3,827,643	3,883,696
Franchise Fees		978,234	940,450	940,450	979,950
Licenses, Permits, Fees, Fines		2,062,834	1,599,340	1,599,340	2,023,620
Grants		5,829	1,337,312	77,000	75,000
Other		1,930,952	895,273	895,273	858,148
Transfers In		-	-	-	1,953,638
Total Revenues		14,380,171	14,781,716	13,521,404	15,530,864
Other Funding Sources					
Transfer in-ARP Funds		260,186	265,125	4,939	-
Transfer-Personnel Shared Services		1,729,644	1,687,817	1,687,817	-
Tree Mitigation Fund Balance		-	-	-	439,691
Assigned Fund Balance - Ambulance		-	-	-	200,000
H&B Grant		-	-	-	1,260,312
Peg Fund Balance		-	4,000	4,000	-
Total Other Financing Sources		1,989,830	1,956,942	1,696,756	1,900,003
TOTAL RESOURCES		\$16,370,001	\$16,738,658	\$15,218,160	\$17,430,867
Expenditures					
Personnel Services		10,075,819	11,782,833	11,782,833	12,451,653
Supplies		782,027	667,730	667,730	728,492
Contractual Services		2,318,996	2,913,521	2,913,521	2,805,608
Capital Outlay		1,088,844	3,148,189	658,075	3,361,863
Total Expenditures		14,265,686	18,512,273	16,022,159	19,347,616
TOTAL EXPENDITURES		\$14,265,686	\$18,512,273	\$16,022,159	\$19,347,616
ENDING FUND BALANCE		\$ 8,326,205	\$ 6,552,589	\$ 7,522,205	\$ 5,605,457

17,430,867	Total Resources
(1,260,312)	Hike and Bike Grant
(200,000)	Assigned Fund Balance
(439,691)	Tree Mitigation Fund Balance
15,530,864	Total Operating Revenue
12,451,653	Personnel Services
728,492	Supplies
2,805,608	Contractual Services
15,985,753	Total Operating Expenditures
(454,888)	Total Over (Under) Expenditures

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
ASSIGNED FUND BALANCE				
Future Capital Purchase				
Ambulance	-	200,000	-	-
Dedicated Grant - Pool	-	200,000	-	200,000
SCBA	-	75,000	-	75,000
FUTURE CAPITAL PURCHASE FUND BALANCE	-	475,000	-	275,000
TOTAL ENDING FUND BALANCE	\$ 8,326,205	\$ 6,077,589	\$ 7,522,205	\$ 5,130,457

SCHEDULE OF REVENUES BY SOURCE

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
Ad Valorem Taxes				
Current	5,667,957	6,131,698	6,131,698	5,706,812
Delinquent	(76,931)	25,000	25,000	25,000
Penalty and Interest	33,802	25,000	25,000	25,000
Total Ad Valorem Taxes	5,624,828	6,181,698	6,181,698	5,756,812
Sales Taxes				
City Sales Tax	3,329,853	3,354,836	3,354,836	3,421,932
Alcoholic Beverage Sales Tax	26,572	28,500	28,500	29,070
Economic Development Sales Tax	416,174	419,307	419,307	427,693
Vehicle Inventory Tax	4,895	25,000	25,000	5,000
Total Sales Taxes	3,777,494	3,827,643	3,827,643	3,883,696
Franchise Fees				
City Public Service	783,584	745,000	745,000	785,000
Node Pole Rental	250	250	250	250
ROW Fees	8,832	10,500	10,500	9,000
Sanitation	71,358	67,000	67,000	70,000
PEG Fees	15,624	18,700	18,700	18,700
Cable Franchise Fees	92,870	95,000	95,000	92,000
Grey Forest Utilities	5,716	4,000	4,000	5,000
Total Franchise Fees	978,234	940,450	940,450	979,950

SCHEDULE OF REVENUES BY SOURCE

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
Licenses, Fees and Fines				
Building Department	431,455	384,000	384,000	726,520
Tree Mitigation	277,500	-	-	-
Short Term Rentals	300	-	-	200
Animal Licenses and Tags	285	100	100	100
Property Room Fee	1,756	1,500	1,500	1,500
Property Room Auctions	285	500	500	500
Co-Reinspection Fee	19,050	18,000	18,000	18,500
Zoning and Board of Adjustment	23,648	25,000	25,000	-
Subdivision Platting Fees	-	-	-	25,000
Occupation, Liquor, and Food	38,430	45,000	45,000	45,000
Food Trucks	2,015	-	-	2,000
Time Payment Reimbursement Fee	6,033	4,000	4,000	6,500
Warrant Fees	48,527	45,000	45,000	45,000
Municipal Court Fines	375,875	335,000	335,000	380,000
Impound Lot Fees	139,781	101,000	101,000	135,000
Impound Lot Auctions	90,678	102,000	102,000	90,000
Recreation Fee	34,090	28,000	28,000	35,000
Fire Recovery	7,960	5,000	5,000	5,000
Fire Inspection Fees	2,650	100	100	2,650
EMS Fees	562,217	505,000	505,000	505,000
Book Fines	299	140	140	150
Total Licenses, Fees and Fines	2,062,834	1,599,340	1,599,340	2,023,620
Grants				
PD Grants	-	25,000	25,000	25,000
Fire Grants	5,161	50,000	50,000	50,000
Library Grants	668	2,000	2,000	-
Hike and Bike	-	1,260,312	-	-
Total Grants	5,829	1,337,312	77,000	75,000

SCHEDULE OF REVENUES BY SOURCE

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
Other				
Interest Income	416,553	410,000	410,000	420,000
EDCD Interest	21,041	20,313	20,313	20,313
EDCD - Community Center Fees	-	-	-	55,000
EDCD - Conference Center Fees	-	-	-	25,000
T-Mobile Tower Lease	17,569	16,800	16,800	16,800
Pool Revenue	45,077	35,000	35,000	-
Credit Card Processing Fees	55,722	55,000	55,000	60,000
Parks Bucks Program	682	685	685	685
Miscellaneous	36,779	100,000	100,000	100,000
Library Non Resident Users	2,852	2,350	2,350	2,350
Library Memorial Donations	325	1,000	1,000	500
Sale of Surplus Property	1,187,761	10,000	10,000	10,000
Towing Contract	4,960	3,500	3,500	5,000
Special Events Donations	78,700	50,825	50,825	2,700
EDC - Community Events	-	50,000	50,000	-
Blue Santa	6,731	4,800	4,800	4,800
Café Lease	26,640	26,400	26,400	26,400
ASSPP	-	20,000	20,000	20,000
DEA Reimbursement	-	35,000	35,000	35,000
FOIA Fees	3,590	3,600	3,600	3,600
Insurance Proceeds	25,970	50,000	50,000	50,000
Total Other	1,930,952	895,273	895,273	858,148
Transfers In				
Personnel Shared Services	-	-	-	1,941,338
Peg Reserve Fund	-	-	-	9,300
Tree Mitigation Fund Balance	-	-	-	3,000
	-	-	-	1,953,638
TOTAL REVENUES	\$ 14,380,171	\$ 14,781,716	\$ 13,521,404	\$ 15,530,864

Municipal Court

\$538,208

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	205,636	220,352	220,352	228,164
Retirement Plan	40,629	44,335	44,335	44,469
Group Insurance	35,211	43,710	43,710	50,266
Worker Compensation	287	4,141	4,141	4,308
Social Security	15,329	16,857	16,857	17,455
Overtime	-	-	-	-
Longevity Pay	1,505	1,767	1,767	2,380
Total Personnel Services	298,597	331,162	331,162	347,042
SUPPLIES				
Office Supplies	1,278	1,500	1,500	1,500
Operating Supplies	7,328	2,900	2,900	3,855
Misc. Supplies	2,039	1,496	1,496	1,160
Total Supplies	10,645	5,896	5,896	6,515
CONTRACTUAL SERVICES				
Professional Services	43,012	82,738	82,738	100,038
Contractual Services	1,698	1,300	1,300	1,300
Utilities - Telephone	-	150	150	360
Utilities - Gas, Water, Electric	9,540	9,525	9,525	9,540
Printing	346	700	700	750
Advertising	-	600	600	600
Travel	2,332	3,300	3,300	3,450
Membership, Dues & Licenses	506	370	370	560
Subscriptions to Publications	-	200	200	200
Credit Card Processing Fee	63,843	60,000	60,000	65,000
Liability Insurance	-	2,607	2,607	2,853
Total Contractual Services	121,277	161,490	161,490	184,651
TOTAL EXPENDITURES	\$430,519	\$498,548	\$ 498,548	\$538,208

MUNICIPAL COURT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 1,500	\$ 1,500	\$ -
General Supplies	1,500	1,500	-
Operating Supplies	\$ 2,900	\$ 3,855	\$ 955
Postage	2,700	3,655	955
Court Supplies	-	-	-
Jury Trial Supplies	-	-	-
Janitorial Supplies	200	200	-
Miscellaneous Supplies	\$ 1,496	\$ 1,160	\$ (336)
Dry Cleaning - Judge Robes	496	160	(336)
Replacement of Court Equipment	1,000	1,000	-
Total Supplies	\$ 5,896	\$ 6,515	\$ 619

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MUNICIPAL COURT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 82,738	\$ 100,038	\$ 17,300
FSA Plan	288	-	(288)
Municipal Prosecutor	42,000	46,000	4,000
Municipal Prosecutor - Jury & Bench Trials	10,500	11,638	1,138
Judge Fee #1 (L M)	11,350	17,350	6,000
Judge Fee #2 (L K)	11,350	17,350	6,000
Extra Judge Meetings	-	-	-
Jury Trials (3 per FY) - Judge Fee	2,250	3,000	750
Bench Trials (3 per FY) - Judge Fee	3,000	2,700	(300)
Interpreter	500	500	-
Warrant Fees	1,500	1,500	-
Extra Jury Dates	-	-	-
Contractual Services	\$ 1,300	\$ 1,300	\$ -
DocuSign	1,300	1,300	-
Utilities-Telephone	\$ 150	\$ 360	\$ 210
Utilities-Water & Electric	\$ 9,525	\$ 9,540	\$ 15
Printing	\$ 700	\$ 750	\$ 50
Advertising	\$ 600	\$ 600	\$ -
Travel - Training	\$ 3,300	\$ 3,450	\$ 150
Memberships, Dues & Licenses	\$ 370	\$ 560	\$ 190
Subscriptions	\$ 200	\$ 200	\$ -
Processing Fees	\$ 60,000	\$ 65,000	\$ 5,000
Liability Insurance	\$ 2,607	\$ 2,853	\$ 246
Total Contractual	\$ 161,490	\$ 184,651	\$ 23,161
TOTAL COURT	\$ 167,386	\$ 191,166	\$ 23,780

{Section}.33.

Finance

\$497,300

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	254,638	273,224	273,224	283,739
Retirement Plan	47,375	54,973	54,973	55,301
Group Insurance	27,222	32,782	32,782	37,700
Worker Compensation	-	3,106	3,106	3,231
Physical Examinations	405	-	-	-
Social Security	19,602	20,902	20,902	21,706
Longevity Pay	245	490	490	670
Total Personnel Services	349,487	385,476	385,476	402,346
SUPPLIES				
Office Supplies	1,569	2,500	2,500	1,900
Operating Supplies	2,374	4,210	4,210	3,555
Total Supplies	3,943	6,710	6,710	5,455
CONTRACTUAL SERVICES				
Professional Services	54,331	58,649	58,649	69,177
Contractual Services	-	-	-	-
Utilities - Telephone	285	286	286	300
Utilities - Gas, Water, Electric	9,540	9,858	9,858	9,910
Printing	365	1,000	1,000	1,150
Advertising	2,440	1,200	1,200	2,400
Travel	1,225	2,870	2,870	2,370
Membership, Dues & Licenses	1,076	800	800	1,339
Liability Insurance	4,777	2,607	2,607	2,853
Total Contractual Services	74,039	77,270	77,270	89,499
TOTAL EXPENDITURES	\$427,469	\$469,456	\$ 469,456	\$497,300

FINANCE DEPARTMENT

	FY 2026	FY 2027	VARIANCE
Office Supplies	\$ 2,500	\$ 1,900	\$ (600)
General Supplies	1,360	1,000	(360)
Printer Supplies	800	800	-
Paper	340	100	(240)
Operating Supplies	\$ 4,210	\$ 3,555	\$ (655)
Postage	2,410	1,755	(655)
Department Supplies	1,450	1,450	-
Janitorial Supplies-Gulf Coast	350	350	-
Miscellaneous Supplies	\$ -	\$ -	\$ -
Misc. Supplies	-	-	-
Total Supplies	\$ 6,710	\$ 5,455	\$ (1,255)
	-	-	-
Professional Services	\$ 58,649	\$ 69,177	\$ 10,528
External Audit Fees (General Fund)	9,735	12,057	2,322
Bexar Appraisal District Dues (\$9,022)	36,088	44,000	7,912
Ad Valorem Tax Collection Fee (Bexar County)	8,100	9,000	900
GFOA Budget Award	460	600	140
SEC Rule Reporting	3,000	3,000	-
Employee Public Bond	1,050	520	(530)
Cafeteria Plan	216	-	(216)
Utilities-Telephone	\$ 286	\$ 300	\$ 14
Utilities-Water & Electric	\$ 9,858	\$ 9,910	\$ 52
Printing	\$ 1,000	\$ 1,150	\$ 150
Advertising	\$ 1,200	\$ 2,400	\$ 1,200
Travel - Training	\$ 2,870	\$ 2,370	\$ (500)
Memberships, Dues & Licenses	\$ 800	\$ 1,339	\$ 539
Liability Insurance	\$ 2,607	\$ 2,853	\$ 246
Total Contractual	\$ 77,270	\$ 89,499	\$ 12,229
TOTAL FINANCE	\$ 83,980	\$ 94,954	\$ 10,974

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City Manager & Council

\$965,523

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	454,535	472,979	472,979	501,551
Retirement Plan	97,384	101,909	101,909	104,286
Group Insurance	36,637	43,710	43,710	50,266
Worker Compensation	-	4,141	4,141	4,308
Unemployment Compensation	8,061	-	-	-
Social Security	34,872	38,748	38,748	40,933
Car Allowance	6,000	6,000	6,000	6,000
Other Benefits	29,358	27,526	27,526	27,526
Longevity Pay	6,119	5,653	5,653	7,019
Total Personnel Services	672,966	700,665	700,665	741,890
SUPPLIES				
Office Supplies	103	-	-	-
Operating Supplies	10,270	11,952	11,952	14,706
Repairs & Maintenance - Internal	-	-	-	-
Employee Award Program	4,308	-	-	500
Total Supplies	14,681	11,952	11,952	15,206
CONTRACTUAL SERVICES				
Professional Services	4,647	19,694	19,694	22,900
Contractual Services	128,255	70,535	70,535	77,705
Utilities - Telephone	16,455	13,470	13,470	11,585
Utilities - Gas, Water, Electric	10,157	10,500	10,500	10,290
Printing	32,942	42,400	42,400	38,938
Advertising	1,531	3,950	3,950	7,550
Travel	16,782	32,700	32,700	28,125
Membership, Dues & Licenses	5,708	7,124	7,124	8,267
Subscriptions to Publications	90	780	780	214
Liability Insurance	28,663	2,607	2,607	2,853
Total Contractual Services	245,230	203,760	203,760	208,427
TOTAL EXPENDITURES	\$932,877	\$916,377	\$ 916,377	\$965,523

CITY MANAGER & COUNCIL DEPARTMENT

{Section}.33.

	FY2026	FY2027	VARIANCE
	\$ 11,952	\$ 14,706	\$ 2,754
Operating Supplies			
General Supplies	1,250	1,000	(250)
Printer Supplies	3,000	2,500	(500)
Postage	310	381	71
Janitorial Supplies	200	200	-
Meeting Supplies	900	900	-
Letterhead/ Cards	500	500	-
Shared Supplies	1,000	1,000	-
Shirts (Court, Receptionist & P&Z)	-	1,600	1,600
Payroll Forms: W-2s	1,500	1,500	-
Council Activities: Town Halls	1,650	2,600	950
Council Activities: Coffee Mtgs	600	600	-
CM: Zoom and Go to Meeting	392	-	(392)
CS: Notary Renewal	-	275	275
HR: General Supplies	-	500	500
HR: Printer Supplies	-	500	500
HR: Programs for HR	650	650	-
HR: Welcoming Promotions Packet/ Open Enrollment	-	-	-
Employee Award Program	\$ -	\$ 500	\$ 500
Employee Awards: Pins, Plaques (40 & 25 years)	-	500	500
Total Supplies	\$ 11,952	\$ 15,206	\$ 3,254

CITY MANAGER & COUNCIL DEPARTMENT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 19,694	\$ 22,900	\$ 3,206
City Attorney Non-Retainer Requests & Projects	10,000	10,000	-
TML (Non-Retainer Requests & Projects)	5,000	5,000	-
Spanish Translator for Election Documents	600	600	-
Cafeteria Plan	150	3,600	3,450
DPS Agency	144	100	(44)
Safeshred Record Destruction	400	400	-
Safesite Records Storage	2,200	2,200	-
COBRA	1,200	1,000	(200)
Contractual Services	\$ 70,535	\$ 77,705	\$ 7,170
Bexar County Elections	8,000	16,000	8,000
City Attorney Contract	60,000	60,000	-
Social Security Contract	35	35	-
Bonds - CS, AFD, Mayor & Council	2,500	1,300	(1,200)
Postmaster - BRM Permit	-	370	370
Utilities-Telephone	\$ 13,470	\$ 11,585	\$ (1,885)
Utilities-Water & Electric	\$ 10,500	\$ 10,290	\$ (210)
Printing	\$ 42,400	\$ 38,938	\$ (3,462)
Advertising	\$ 3,950	\$ 7,550	\$ 3,600
Travel - Training	\$ 32,700	\$ 28,125	\$ (4,575)
Memberships, Dues & Licenses	\$ 7,124	\$ 8,267	\$ 1,143
Subscriptions	\$ 780	\$ 214	\$ (566)
Liability Insurance	\$ 2,607	\$ 2,853	\$ 246
Total Contractual	\$ 203,760	\$ 208,427	\$ 4,667
TOTAL CITY MANAGER & COUNCIL	\$ 215,712	\$ 223,633	\$ 7,921

{Section}.33.

Information Technology

\$275,357

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	70,353	-	-	-
Retirement Plan	13,870	-	-	-
Group Insurance	8,368	-	-	-
Worker Compensation	123	-	-	-
Social Security	5,084	-	-	-
Longevity Pay	95	-	-	-
Total Personnel Services	97,893	-	-	-
SUPPLIES				
Office Supplies	521	1,500	1,500	-
Operating Supplies	23,226	37,500	37,500	-
Repairs & Maintenance - Internal	3,024	4,750	4,750	2,000
Total Supplies	26,771	43,750	43,750	2,000
CONTRACTUAL				
Contractual Services	261,180	275,274	275,274	266,912
Utilities - Telephone	1,045	500	500	500
Utilities - Gas, Water, Electric	271	300	300	240
Repairs and Maintenance-External (Peg	1,345	4,000	4,000	-
Travel	1,350	2,000	2,000	-
Memberships, Dues & Licenses	246	1,000	1,000	-
Liability Insurance	-	5,214	5,214	5,705
Tota Contractual Services	265,437	288,288	288,288	273,357
CAPITAL OUTLAY				
Other Machinery & Equipment	32,282	-	-	-
Total Capital Outlay	32,282	-	-	-
TOTAL EXPENDITURES	\$422,383	\$332,038	\$ 332,038	\$275,357

IT DEPARTMENT

{Section}.33.

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 1,500	\$ -	\$ (1,500)
General Supplies	1,500	-	(1,500)
Operating Supplies	\$ 37,500	\$ -	\$ (37,500)
Network Rack Repair Parts	1,500	-	(1,500)
Camera - Kennel (1)	1,000	-	(1,000)
Laptops & Docking Stations - (5)	10,000	-	(10,000)
Laptops - Fire Vehicles (10)	25,000	-	(25,000)
Repairs & Maintenance - Internal	\$ 4,750	\$ 2,000	\$ (2,750)
Replacement Desk Phones (1)	750	-	(750)
Replacement Laptop Other (1)	2,000	-	(2,000)
Replacement Desktop Other (1)	2,000	2,000	-
Total Supplies	\$ 43,750	\$ 2,000	\$ (41,750)

ITDEPARTMENT

	FY2026	FY2027	VARIANCE
	\$ 275,274	\$ 266,912	\$ (8,363)
Contractual Services			
TechLead - 50%	56,320	49,450	(6,870)
Incode (Tyler Technologies)	73,333	65,000	(8,333)
Cable Cast (Forte/AVI Systems)	4,750	4,750	-
Ninja	8,450	8,655	205
KnowBe4 (MicroAge)	2,200	-	(2,200)
Cisco/Meraki	15,000	6,330	(8,670)
GoGov	19,000	19,002	2
NitroPro	4,556	5,467	911
MicroAge (Microsoft Office 365)	28,500	32,000	3,500
Coronet (Coro Security)	25,200	25,200	-
Canon Solutions Workroom (S#XNF01978)	800	650	(150)
Sharp (City Council MXM5070)	340	400	60
Pitney-Bowes Postage Meter	5,000	5,500	500
Daktronics	600	650	50
Google Workspace - Patron Desktops	3,000	2,800	(200)
Civic Plus (Mass Notification)	-	4,935	4,934
Civic Plus (Archive Social)	4,188	4,618	430
Civic Plus (Municode - Code of Ordinances)	4,972	5,225	253
Civic Plus (Municode - Website hosting & support)	7,210	13,950	6,740
Civic Plus (Municode - Agendas & Minutes)	5,150	5,305	155
Civic Plus (MuniDocs Codification)	405	425	20
JustFOIA	6,300	6,600	300
Utilities-Telephone	\$ 500	\$ 500	\$ -
Utilities-Water & Electric	\$ 300	\$ 240	\$ (60)
Repairs & Maintenance - External	\$ 4,000	\$ -	\$ (4,000)
Travel - Training	\$ 2,000	\$ -	\$ (2,000)
Memberships, Dues & Licenses	\$ 1,000	\$ -	\$ (1,000)
Liability Insurance	\$ 5,214	\$ 5,705	\$ 491
Total Contractual	\$ 288,288	\$ 273,357	\$ (14,932)
TOTAL IT	\$ 332,038	\$ 275,357	\$ (56,682)
TOTAL IT (w/ capital)	\$ 332,038	\$ 275,357	\$ (56,682)

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Police

\$4,220,933

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	1,827,992	2,116,940	2,116,940	2,270,283
Retirement Plan	413,819	470,633	470,633	488,389
Group Insurance	205,018	316,896	316,896	376,997
Worker Compensation	36,178	30,024	30,024	33,389
Overtime	168,191	95,000	95,000	113,000
Social Security	156,658	178,943	178,943	191,697
Clothing Allowance	33,223	28,000	28,000	30,000
Standby	9,360	15,600	15,600	15,600
Special Pay	2,222	10,530	10,530	4,680
Certification Pay	57,369	73,060	73,060	72,280
Longevity Pay	12,069	13,250	13,250	17,286
Total Personnel Services	2,922,099	3,348,876	3,348,876	3,613,601
SUPPLIES				
Office Supplies	5,316	5,850	5,850	6,450
Operating Supplies	76,403	83,800	83,800	91,679
Repairs & Maintenance - Internal	-	-	-	-
Misc. Supplies	29,131	29,750	29,750	22,650
Blue Santa	1,905	4,800	4,800	4,800
Total Supplies	112,755	124,200	124,200	125,579
CONTRACTUAL SERVICES				
Professional Services	-	18,376	18,376	6,000
Contractual Services	70,380	68,663	68,663	15,095
Utilities - Telephone	27,705	30,288	30,288	23,620
Utilities - Gas, Water, Electric	9,540	9,525	9,525	9,600
Printing	916	2,500	2,500	2,500
Repairs and Maintenance - External	31,108	25,000	25,000	27,500
Travel	3,477	16,000	16,000	23,000
Membership, Dues & Licenses	1,273	2,500	2,500	2,500
Subscriptions to Publications	-	500	500	500
Grant Expense	-	25,000	25,000	25,000
Liability Insurance	66,880	36,498	36,498	39,938
Total Contractual Services	211,279	234,850	234,850	175,253
CAPITAL OUTLAY				
Vehicles	65,000	-	-	-
Other Machinery & Equipment	-	6,600	6,600	6,500
Improvements	-	-	-	300,000
Total Capital Outlay	65,000	6,600	6,600	306,500
TOTAL EXPENDITURES	\$3,311,133	\$3,714,526	\$3,714,526	\$4,220,933

POLICE DEPARTMENT

	FY 2026	FY 2027	VARIANCE
Office Supplies	\$ 5,850	\$ 6,450	\$ 600
Toner/ Ink, Ribbon/ Drums, Paper	2,200	2,200	-
Folders	800	800	-
Storage Boxes/ Folders/ Envelopes	1,200	1,200	-
Tape/ Pens/ Steno/ Tags/ Keys	750	750	-
High Speed Cables/ Computer Accessories	500	1,000	500
Batteries	400	500	100
Operating Supplies	\$ 83,800	\$ 91,679	\$ 7,879
Camera SD Cards & Flash Drives	1,000	1,000	-
Postage	500	1,979	1,479
Ammunition	2,300	2,500	200
Nitro	600	-	(600)
RMA Toll	100	-	(100)
Fingerprint Kits	650	1,200	550
Fuel	60,000	65,000	5,000
Computer Equipment & Docking Stations - Vehicles	6,000	6,000	-
Radio Equipment	5,000	5,000	-
Shooting range	5,000	6,000	1,000
Replacement Equipment	2,650	3,000	350
Repairs & Maintenance-Internal	\$ -	\$ -	\$ -
Building Maintenance	-	-	-
Miscellaneous Supplies	\$ 29,750	\$ 22,650	\$ (7,100)
Clipboards/ Folders/ Paper/ Keybox	750	750	-
Recruitment - Retention Supplies	-	1,000	1,000
Toner/ Ink/ Special Paper	500	500	-
Flares	5,300	6,000	700
Handcuffs/ Holders	1,800	2,000	200
VGA Adapters/ SD cards/ Flash drives/ HDMI	700	800	100
Printers/ Camera Equipment - CSI	2,400	2,600	200
Door Access Cards	300	1,000	700
Evidence Kits	5,000	-	(5,000)
Patrol Vehicles Lights/ Accessories/ Traffic Cones	5,000	6,500	1,500
Evidence Envelopes	1,500	1,500	-
Evidence/ Lab Processing	6,500	-	(6,500)
Blue Santa Program	\$ 4,800	\$ 4,800	\$ -
Blue Santa Giveaways	4,800	4,800	-
Total Supplies	\$ 124,200	\$ 125,579	\$ 1,379

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POLICE DEPARTMENT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 18,376	\$ 6,000	\$ (12,376)
FSA Plan	2,376	-	(2,376)
Forensic Testing	10,000	-	(10,000)
New Hire Expenses	6,000	6,000	-
Contractual Services	\$ 68,663	\$ 15,095	\$ (53,568)
Copier	500	5,800	5,300
Fire Inspection	150	175	25
Cable	3,528	3,600	72
Cardinal CAD/RMS Service Contract	10,000	-	(10,000)
Leads Online	2,500	2,520	20
TLO- TransUnion	3,000	3,000	-
Axon Taser	6,000	-	(6,000)
Axon (Vehicle & Body Cameras)	26,785	-	(26,785)
City of San Antonio - Radio air time	16,200	-	(16,200)
Utilities-Telephone	\$ 30,288	\$ 23,620	\$ (6,668)
Utilities-Water & Electric	\$ 9,525	\$ 9,600	\$ 75
Printing	\$ 2,500	\$ 2,500	\$ -
Repairs & Maintenance - External	\$ 25,000	\$ 27,500	\$ 2,500
Travel - Training	\$ 16,000	\$ 23,000	\$ 7,000
Memberships, Dues & Licenses	\$ 2,500	\$ 2,500	\$ -
Subscriptions to Publications	\$ 500	\$ 500	\$ -
Grant Expenditure	\$ 25,000	\$ 25,000	\$ -
Liability Insurance	\$ 36,498	\$ 39,938	\$ 3,440
Total Contractual	\$ 234,850	\$ 175,253	\$ (59,597)
TOTAL POLICE	\$ 359,050	\$ 300,832	\$ (58,218)
Other Machinery & Equipment	\$ 6,600	\$ 6,500	\$ (100)
Gym Equipment - Treadmill	6,600	-	(6,600)
Gym Equipment - Universal Trainer	-	6,500	6,500
Improvements other than Building	\$ -	\$ 300,000	\$ 300,000
Property Rooms Plans	-	300,000	300,000
Total Capital Outlay	\$ 6,600	\$ 306,500	\$ 299,900
TOTAL POLICE (w/ capital)	\$ 365,650	\$ 607,332	\$ 241,682

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ITEM 01 · POLICE DEPARTMENT			Total Cost
Gym Equipment - Universal Trainer			\$6,500
DESCRIPTION Gym Equipment - Universal Trainer for City of Leon Valley employee use.			
BENEFIT Replaces gym equipment originally placed in service in 2015. The equipment is available for use by all City of Leon Valley employees, supporting officer health and wellness. Placed in service before 2016.			
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
2015	Replacement	1	\$6,500

ITEM 02 · POLICE DEPARTMENT			Total Cost
Property Rooms Plans			\$300,000
DESCRIPTION New property rooms facility planning and development for the Leon Valley Police Department.			
BENEFIT A new property room will improve the secure storage and management of evidence and confiscated property, ensuring compliance with chain-of-custody requirements and state law.			
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
New	New	1	\$300,000

TOTAL CAPITAL OUTLAY – POLICE	\$306,500
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Impound Lot

\$170,503

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	80,520	86,832	86,832	90,411
Retirement Plan	18,234	18,980	18,980	19,083
Group Insurance	9,388	10,927	10,927	12,567
Worker Compensation	1,542	1,035	1,035	1,078
Social Security	6,744	7,216	7,216	7,490
Clothing Allowance	1,117	1,000	1,000	1,000
Standby	3,120	3,120	3,120	3,120
Special Pay	-	-	-	-
Certification Pay	3,345	3,380	3,380	3,380
Longevity Pay	5,247	4,410	4,410	5,522
Total Personnel Services	129,257	136,901	136,901	143,650
SUPPLIES				
Office Supplies	790	800	800	850
Operating Supplies	249	2,500	2,500	3,550
Misc. Supplies	38	-	-	-
Total Supplies	1,077	3,300	3,300	4,400
CONTRACTUAL SERVICES				
Professional Services	-	2,072	2,072	2,000
Contractual Services	8,936	6,000	6,000	11,000
Utilities - Gas, Water, Electric	1,611	1,600	1,600	1,600
Advertising	1,188	4,000	4,000	5,000
Liability Insurance	-	2,607	2,607	2,853
Total Contractual Services	11,735	16,279	16,279	22,453
CAPITAL OUTLAY				
Improvements	17,898	-	-	-
Total Capital Outlay	17,898	-	-	-
TOTAL EXPENDITURES	\$159,967	\$156,480	\$ 156,480	\$170,503

IMPOUND LOT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 800	\$ 850	\$ 50
Grease Pencils	200	200	-
Key Tags	100	150	50
Office Supplies-Pens/Folders/Paper/Boxes	500	500	-
Operating Supplies	\$ 2,500	\$ 3,550	\$ 1,050
Window Film	500	1,000	500
Duplicate Keys	500	500	-
Tires	500	500	-
Vehicle Registration	-	300	300
Batteries/ Jump Box	1,000	1,250	250
Total Supplies	\$ 3,300	\$ 4,400	\$ 1,100
Professional Services	\$ 2,072	\$ 2,000	\$ (72)
Cafeteria Plan	72	-	(72)
Towing Expenses	2,000	2,000	-
Contractual Services	\$ 6,000	\$ 11,000	\$ 5,000
Auto Data Direct	4,000	5,000	1,000
Ward Auction of San Antonio	2,000	6,000	4,000
Utilities-Water & Electric	\$ 1,600	\$ 1,600	\$ -
Advertising	\$ 4,000	\$ 5,000	\$ 1,000
Liability Insurance	\$ 2,607	\$ 2,853	\$ 246
Total Contractual	\$ 16,279	\$ 22,453	\$ 6,174
TOTAL IMPOUND LOT	\$ 19,579	\$ 26,853	\$ 7,274
Improvements other than Buildings	\$ -	\$ -	\$ -
Impound Lot	-	-	-
Impound Lot Security Cameras	-	-	-
Total Capital Outlay	\$ -	\$ -	\$ -
TOTAL IMPOUND LOT (w/capital)	\$ 19,579	\$ 26,853	\$ 7,274

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Fire

\$5,198,275

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	1,869,179	2,382,398	2,382,398	2,263,598
Retirement Plan	438,198	544,618	544,618	540,992
Group Insurance	243,448	338,751	338,751	389,563
Worker Compensation	40,857	28,989	28,989	33,389
Physical Examinations	17,033	16,000	16,000	19,170
Overtime	210,577	140,000	140,000	349,514
Social Security	165,197	207,074	207,074	212,344
Clothing Allowance	21,211	23,250	23,250	-
Certification Pay	133,855	161,200	161,200	162,630
Longevity Pay	19,188	20,058	20,058	23,866
Total Personnel Services	3,158,743	3,862,338	3,862,338	3,995,067
SUPPLIES				
Office Supplies	2,600	4,000	4,000	6,000
Operating Supplies	101,982	147,950	147,950	175,150
Repairs & Maintenance - Internal	9,134	12,000	12,000	18,000
EMS Supplies	79,419	88,400	88,400	101,600
Total Supplies	193,135	252,350	252,350	300,750
CONTRACTUAL SERVICES				
Professional Services	-	2,160	2,160	100
Contractual Services	63,349	79,000	79,000	92,174
Utilities - Telephone	11,354	11,820	11,820	11,199
Utilities - Gas, Water, Electric	30,551	33,180	33,180	33,600
Printing	-	500	500	1,000
Advertising	2,724	2,000	2,000	4,500
Repairs and Maintenance - External	85,327	100,000	100,000	100,000
Travel	15,557	35,000	35,000	35,000
Membership, Dues & Licenses	11,726	16,450	16,450	16,450
Subscriptions to Publications	395	1,350	1,350	1,350
Grant Expense	5,345	50,000	50,000	50,000
Liability Insurance	38,217	33,891	33,891	37,085
Total Contractual Services	264,545	365,351	365,351	382,458
CAPITAL OUTLAY				
Vehicles	260,183	265,125	4,942	350,000
Other Machinery & Equipment	75,679	54,321	54,321	170,000
Total Capital Outlay	335,862	319,446	59,263	520,000
TOTAL EXPENDITURES	\$3,952,285	\$4,799,485	\$4,539,302	\$5,198,275

FIRE DEPARTMENT

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	FY2026	FY2027	VARIANCE
Office Supplies	\$ 4,000	\$ 6,000	\$ 2,000
General Office Supplies - FD & EMS	4,000	4,000	-
Replacement Equipment	-	2,000	2,000
Operating Supplies	\$ 147,950	\$ 175,150	\$ 27,200
Janitor Supplies	7,200	7,200	-
Fuel	36,000	48,000	12,000
Small Equipment Replacement	5,000	10,000	5,000
Building Supplies	2,000	3,000	1,000
Fire Fighting Foams	5,000	5,000	-
Fire Sprinkler & Fire Alarm Repairs	3,000	3,000	-
Equipment Oils & Fuels	1,500	3,000	1,500
Bunker Gear Replacement	74,000	50,000	(24,000)
Station Equipment Repair/Replacement	5,000	10,000	5,000
New Fire Fighters Uniforms & Boots (3)	2,250	-	(2,250)
Fire Fighting Tools & Equipment	7,000	10,000	3,000
Uniforms	-	25,950	25,950
Repairs & Maintenance - Internal	\$ 12,000	\$ 18,000	\$ 6,000
Vehicle & Equipment Repairs - in House	12,000	18,000	6,000
EMS Supplies	\$ 88,400	\$ 101,600	\$ 13,200
Disposable Supplies & Medications	74,000	86,000	12,000
Oxygen	5,400	6,000	600
PPE & Decontamination Supplies	9,000	9,600	600
Total Supplies	\$ 252,350	\$ 300,750	\$ 48,400

FIRE DEPARTMENT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 2,160	\$ 100	\$ (2,060)
FSA Plan	2,160	-	(2,160)
Credit Collections System	-	100	100
Contractual Services	\$ 79,000	\$ 92,174	\$ 13,174
ITSD SA Radio System (44 radios)	11,700	13,524	1,824
Professional Tech Services	1,000	1,000	-
Cardiac Monitor Maintenance	8,600	8,600	-
Stretcher & Load Maintenance	9,500	12,800	3,300
Sharp Copier	1,400	1,400	-
EMS Billing/Collections	1,500	6,500	5,000
Charter - Internet & Phone	4,200	4,200	-
Fire Records Management Software (STRAC)	9,000	9,000	-
RICO STRAC - Fire & Police	2,000	2,000	-
Medical Waste Disposal	1,500	1,500	-
Medical Control - University THSCSA	18,000	20,000	2,000
Fire Alarm Monitoring	600	600	-
Generator Maintenance	-	1,050	1,050
Scheduling & Vehicle Software (Vector/Target)	10,000	10,000	-
Utilities-Telephone	\$ 11,820	\$ 11,199	\$ (621)
Utilities-Water & Electric	\$ 33,180	\$ 33,600	\$ 420
Printing	\$ 500	\$ 1,000	\$ 500
Advertising	\$ 2,000	\$ 4,500	\$ 2,500
Repairs & Maintenance - External	\$ 100,000	\$ 100,000	\$ -
Travel - Training	\$ 35,000	\$ 35,000	\$ -
Memberships, Dues & Licenses	\$ 16,450	\$ 16,450	\$ -
Subscriptions to Publications	\$ 1,350	\$ 1,350	\$ -
Grant Expense	\$ 50,000	\$ 50,000	\$ -
Liability Insurance	\$ 33,891	\$ 37,085	\$ 3,194
Total Contractual	\$ 365,351	\$ 382,458	\$ 17,107
TOTAL FIRE	\$ 617,701	\$ 683,208	\$ 65,507

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FIRE DEPARTMENT

	FY2026	FY2027	VARIANCE
Vehicles	\$ 265,125	\$ 350,000	\$ 84,875
Ambulance	265,125	-	(265,125)
Ambulance with Power Load System - M159B	-	250,000	250,000
Support Truck S159	-	100,000	100,000
Other Machinery & Equipment	\$ 54,321	\$ 170,000	\$ 115,679
Fire Station Technology	41,850	-	(41,850)
Vent Hood with suppression system	12,471	-	(12,471)
Stretcher	-	50,000	50,000
Rescue Air Bags	-	30,000	30,000
Thermal Imaging Camera (3)	-	30,000	30,000
Extron Server	-	15,000	15,000
Auto Pulse	-	45,000	45,000
Total Capital Outlay	\$ 319,446	\$ 520,000	\$ 200,554
TOTAL FIRE(w/ capital)	\$ 937,147	\$ 1,203,208	\$ 266,061

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ITEM 01 · FIRE DEPARTMENT

Stretcher

Total Cost

\$50,000

DESCRIPTION

Motorized EMS stretcher for ambulance patient transport operations.

BENEFIT

Replaces a stretcher acquired in 2014. A new motorized stretcher reduces the risk of injury to EMS personnel and improves patient comfort and safety during transport.

ACQUISITION YEAR

2014

PURCHASE TYPE

Replacement

QTY.

1

FY 2027 TOTAL

\$50,000

ITEM 02 · FIRE DEPARTMENT

Rescue Air Bags

Total Cost

\$30,000

DESCRIPTION

High-pressure pneumatic rescue air bags used in vehicle extrication and structural collapse incidents.

BENEFIT

Replaces rescue air bags acquired in 2013. Updated equipment ensures reliable performance during life-safety rescue operations and meets current NFPA standards.

ACQUISITION YEAR

2013

PURCHASE TYPE

Replacement

QTY.

1

FY 2027 TOTAL

\$30,000

ITEM 03 · FIRE DEPARTMENT

Total Cost

Thermal Imaging Camera (3)

\$30,000

DESCRIPTION

Handheld thermal imaging cameras for use in fire suppression and search and rescue operations.

BENEFIT

Replaces aging thermal cameras. Thermal imaging allows firefighters to locate victims and hotspots in zero-visibility environments, significantly improving firefighter safety and rescue effectiveness.

ACQUISITION YEAR

PURCHASE TYPE

QTY.

FY 2027 TOTAL

Variable

Replacement

3

\$30,000

ITEM 04 · FIRE DEPARTMENT

Total Cost

Extron Server

\$15,000

DESCRIPTION

Extron AV distribution server used to manage audio/visual systems within the fire station.

BENEFIT

Replaces an aging AV server. A new Extron server ensures reliable operation of training, communications, and situational awareness systems throughout the fire station facility.

ACQUISITION YEAR

PURCHASE TYPE

QTY.

FY 2027 TOTAL

Variable

Replacement

1

\$15,000

ITEM 05 · FIRE DEPARTMENT

Total Cost

Ambulance with Power Load System - M159B

\$250,000

DESCRIPTION

Type I ambulance equipped with a power load stretcher system for safe patient loading and transport.

BENEFIT

Replaces a 2013 ambulance that has exceeded its useful service life. The power load system reduces EMS personnel injury risk and ensures reliable emergency medical response capability for Leon Valley residents.

ACQUISITION YEAR

2013

PURCHASE TYPE

Replacement

QTY.

1

FY 2027 TOTAL

\$250,000

ITEM 06 · FIRE DEPARTMENT

Total Cost

Support Truck S159

\$100,000

DESCRIPTION

Fire department support truck used for logistics, equipment transport, and incident support operations.

BENEFIT

Replaces a 2012 support truck that has exceeded its useful service life. A new vehicle ensures continued operational support for fire and EMS incidents, reduces maintenance costs, and improves overall fleet reliability.

ACQUISITION YEAR

2012

PURCHASE TYPE

Replacement

QTY.

1

FY 2027 TOTAL

\$100,000

ITEM 07 · FIRE DEPARTMENT			Total Cost
AutoPulse			\$45,000
DESCRIPTION	Automated CPR device that delivers consistent chest compressions during cardiac arrest resuscitation.		
BENEFIT	Replaces aging AutoPulse devices. Automated CPR delivers uninterrupted, high-quality compressions that improve cardiac arrest survival rates and reduce physical strain on EMS personnel during extended resuscitation efforts.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Replacement	1	\$45,000

TOTAL CAPITAL OUTLAY – FIRE	\$520,000
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Public Works

\$2,790,570

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	1,076,312	1,261,306	1,261,306	1,295,558
Retirement Plan	222,749	268,515	268,515	256,921
Group Insurance	173,380	229,476	229,476	263,898
Worker Compensation	19,395	21,742	21,742	22,618
Unemployment Compensation	4,572	-	-	-
Overtime	8,327	60,000	60,000	12,000
Social Security	85,107	102,094	102,094	100,844
Special Pay	-	-	-	-
Certification Pay	10,000	13,260	13,260	10,660
Longevity Pay	20,618	19,334	19,334	17,072
Total Personnel Services	1,620,460	1,975,727	1,975,727	1,979,569
SUPPLIES				
Office Supplies	2,922	3,000	3,000	3,000
Operating Supplies	80,531	62,910	62,910	75,088
Repairs & Maintenance - Internal	50,191	16,000	16,000	25,000
Misc. Supplies	1,361	15,000	15,000	15,000
Total Supplies	135,005	96,910	96,910	118,088
CONTRACTUAL SERVICES				
Professional Services	20,490	42,920	42,920	42,500
Contractual Services	87,609	87,415	87,415	78,038
Utilities - Telephone	8,263	10,008	10,008	11,385
Utilities - Gas, Water, Electric	73,086	71,800	71,800	72,700
Printing	4,181	6,000	6,000	6,000
Advertising	223	5,000	5,000	3,000
Repairs and Maintenance - External	109,131	70,000	70,000	90,000
Equipment Rental	5,108	3,000	3,000	18,000
Travel	13,078	15,000	15,000	7,500
Membership, Dues & Licenses	4,469	10,000	10,000	8,000
Liability Insurance	68,461	39,104	39,104	42,790
Total Contractual Services	394,099	360,247	360,247	379,913
CAPITAL OUTLAY				
Vehicles	-	15,000	15,000	130,000
Other Machinery & Equipment	87,958	19,000	19,000	-
Buildings	57,854	-	-	183,000
Improvements	43,883	-	-	-
Total Capital Outlay	189,695	34,000	34,000	313,000
TOTAL EXPENDITURES	\$ 2,339,259	\$ 2,466,884	\$ 2,466,884	\$ 2,790,570

PUBLIC WORKS DEPARTMENT

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	FY2026	FY2027	VARIANCE
Office Supplies	\$ 3,000	\$ 3,000	\$ -
General Supplies	3,000	3,000	-
Operating Supplies	\$ 62,910	\$ 75,088	\$ 12,178
Building Maintenance	9,000	13,000	4,000
Equipment	4,000	4,000	-
Postage	370	338	(32)
Equipment Supplies	1,500	3,000	1,500
Fleet	4,000	6,000	2,000
Fuel (30%)	8,040	11,250	3,210
Gorunds Maintenance	5,000	5,000	-
Janitorial Supplies	10,000	13,000	3,000
Materials	5,000	5,000	-
Personnel (PPEBoots)	7,000	7,000	-
ROW Supplies	4,000	6,000	2,000
T&RKennels A/C	5,000	-	(5,000)
Kennels Maintenance	-	1,500	1,500
Repairs & Maintenance - Internal	\$ 16,000	\$ 25,000	\$ 9,000
Building Maintenance - water filters, toilets, HVAC parts	2,000	5,000	3,000
Fleet - oil, brake fluid, wiper fluid, filters, lubricants	10,500	12,500	2,000
ROW Maintenance	2,500	2,500	-
Supplies - A/C, electrical, plumbing, water heater repairs	1,000	5,000	4,000
Miscellaneous Supplies	\$ 15,000	\$ 15,000	\$ -
Miscellaneous	15,000	15,000	-
Total Supplies	\$ 96,910	\$ 118,088	\$ 21,178

PUBLIC WORKS DEPARTMENT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 42,920	\$ 42,500	\$ (420)
FSA Plan	420	-	(420)
Engineering Services	42,000	42,000	-
Victor Pollution Liability	500	500	-
Contractual Services	\$ 87,415	\$ 78,038	\$ (9,377)
Debris removal	10,000	10,000	-
Copier Service Agreement - Canon	2,500	1,550	(950)
Uniforms	7,000	7,000	-
Nearmap - 30%	2,180	2,190	10
Novo ShareNet - 30%	3,735	3,750	15
Urban SDK	12,000	13,998	1,998
Mass Notification	6,500	-	(6,500)
Tire Disposal	1,000	1,000	-
Tree Trimming/Removal	15,000	10,000	(5,000)
Oil Igloo Disposal	2,500	2,500	-
Generator Maintenance	-	1,050	1,050
Building Maintenance - Painting, Pest Control, Security, & Other	25,000	25,000	-
Utilities-Telephone	\$ 10,008	\$ 11,385	\$ 1,377
Utilities-Water & Electric	\$ 71,800	\$ 72,700	\$ 900
Printing	\$ 6,000	\$ 6,000	\$ -
Advertising	\$ 5,000	\$ 3,000	\$ (2,000)
Repairs & Maintenance - External	\$ 70,000	\$ 90,000	\$ 20,000
Equipment Rental	\$ 3,000	\$ 18,000	\$ 15,000
Travel - Training	\$ 15,000	\$ 7,500	\$ (7,500)
Memberships, Dues & Licenses	\$ 10,000	\$ 8,000	\$ (2,000)
Liability Insurance	\$ 39,104	\$ 42,790	\$ 3,686
Total Contractual	\$ 360,247	\$ 379,913	\$ 19,666
TOTAL PUBLIC WORKS	\$ 457,157	\$ 498,001	\$ 40,844

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PUBLIC WORKS DEPARTMENT

	FY2026	FY2027	VARIANCE
Vehicles	\$ 15,000	\$ 130,000	\$ 115,000
ATV - 2 seater	15,000	-	(15,000)
M14 F150 Pick-Up 1/2 Ton	-	65,000	65,000
M3 Ford F-150	-	65,000	65,000
Improvements Other than Build.	\$ -	\$ 183,000	\$ 183,000
City Hall - AC Cleaning	-	33,000	33,000
Public Works Building Plans & Engineering	-	150,000	150,000
Other Machinery & Equipment	\$ 19,000	\$ -	\$ (19,000)
Concrete grinder walk behind	12,000	-	(12,000)
Equipment trailer	7,000	-	(7,000)
Total Capital Outlay	\$ 34,000	\$ 313,000	\$ 279,000
TOTAL PUBLIC WORKS (w/capital)	\$ 491,157	\$ 811,001	\$ 319,844

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ITEM 01 · PUBLIC WORKS DEPARTMENT			Total Cost
M14 F150 Pick-Up 1/2 Ton			\$65,000
DESCRIPTION	1/2 ton Ford F-150 pickup truck for Public Works field operations and infrastructure maintenance activities.		
BENEFIT	Replaces a 2013 vehicle that has exceeded its useful service life. A new work truck ensures reliable transportation for field crews performing street maintenance, drainage inspections, and facility upkeep across the city.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
2013	Replacement	1	\$65,000

ITEM 02 · PUBLIC WORKS DEPARTMENT			Total Cost
M3 Ford F-150			\$65,000
DESCRIPTION	Ford F-150 pickup truck assigned to Public Works operations for daily field maintenance and crew transportation.		
BENEFIT	Replaces a 2012 vehicle with high mileage and increasing maintenance costs. Replacement reduces downtime, improves crew efficiency, and ensures dependable field operations for streets, drainage, and city facility maintenance.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
2012	New	1	\$65,000

ITEM 03 · PUBLIC WORKS DEPARTMENT			Total Cost
Public Works Building Plans & Engineering			\$150,000
DESCRIPTION	Architectural planning and engineering services for the design of a new Public Works facility.		
BENEFIT	A new Public Works building will consolidate operations, equipment storage, and fleet maintenance in a modern facility designed to support the City's growing infrastructure needs. This investment funds the planning and engineering phase required prior to construction.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
New	New	1	\$150,000

ITEM 04 · PUBLIC WORKS DEPARTMENT			Total Cost
City Hall - A/C Cleaning			\$33,000
DESCRIPTION	Professional cleaning and servicing of the HVAC and air conditioning systems at City Hall to restore optimal performance and indoor air quality.		
BENEFIT	Thorough A/C cleaning at City Hall will improve system efficiency, extend equipment lifespan, reduce energy consumption, and ensure a healthy and comfortable working environment for City staff and visitors. Proper HVAC maintenance also reduces the risk of costly emergency repairs and unplanned system failures.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
New	New	1	\$33,000

TOTAL CAPITAL OUTLAY – PUBLIC WORKS	\$313,000
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Planning & Zoning

\$1,117,405

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	159,180	179,450	179,450	179,034
Retirement Plan	31,209	36,105	36,105	34,894
Group Insurance	17,118	21,855	21,855	25,133
Worker Compensation	287	2,071	2,071	2,154
Social Security	11,323	13,728	13,728	13,696
Longevity Pay	155	285	285	355
Total Personnel Services	219,272	253,494	253,494	255,266
SUPPLIES				
Office Supplies	1,047	1,500	1,500	2,500
Operating Supplies	3,257	5,135	5,135	4,954
Repairs & Maintenance - Internal	-	-	-	-
Misc. Supplies	209	-	-	-
Total Supplies	4,513	6,635	6,635	7,454
CONTRACTUAL SERVICES				
Professional Services	292,342	462,216	462,216	809,520
Contractual Services	33,792	20,000	20,000	20,000
Utilities - Telephone	1,209	1,320	1,320	1,160
Utilities - Gas, Water, Electric	10,861	10,800	10,800	10,800
Printing	751	1,500	1,500	1,500
Advertising	1,461	2,000	2,000	2,000
Travel	117	1,500	1,500	1,500
Membership, Dues & Licenses	1,297	2,000	2,000	2,000
Subscriptions to Publications	-	500	500	500
Liability Insurance	-	5,214	5,214	5,705
Total Contractual Services	341,830	507,050	507,050	854,685
CAPITAL OUTLAY				
Improvements	-	250,000	250,000	-
Total Capital Outlay	-	250,000	250,000	-
TOTAL EXPENDITURES	\$565,615	\$1,017,179	\$1,017,179	\$1,117,405

PLANNING AND ZONING DEPARTMENT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 1,500	\$ 2,500	\$ 1,000
General Supplies	1,500	2,500	1,000
Operating Supplies	\$ 5,135	\$ 4,954	\$ (181)
Printer Ink Cartridges	2,500	2,500	-
Postage	1,135	454	(681)
Computer Hardware	1,500	1,500	-
Janitorial Supplies	-	500	500
Total Supplies	\$ 6,635	\$ 7,454	\$ 819
Professional Services	\$ 462,216	\$ 809,520	\$ 347,304
Building/ Fire Plan Review & Inspections	100,000	110,000	10,000
BB inspections/ Seneca West I	90,000	484,800	394,800
BB inspections/ Seneca West II	90,000	20,200	(69,800)
BB inspections/ Senna I	21,000	40,400	19,400
BB inspections/ Senna II	21,000	8,800	(12,200)
BB inspections/ Trilogy	42,000	32,320	(9,680)
Engineering Services	75,000	80,000	5,000
Health Inspections	20,000	30,000	10,000
Cannon	3,000	3,000	-
FSA Plan	216	-	(216)
Contractual Services	\$ 20,000	\$ 20,000	\$ -
My Permit Now	15,000	15,000	-
City Attorney	5,000	5,000	-
Utilities-Telephone	\$ 1,320	\$ 1,160	\$ (160)
Utilities-Water & Electric	\$ 10,800	\$ 10,800	\$ -
Printing	\$ 1,500	\$ 1,500	\$ -
Advertising	\$ 2,000	\$ 2,000	\$ -
Travel - Training	\$ 1,500	\$ 1,500	\$ -
Memberships, Dues & Licenses	\$ 2,000	\$ 2,000	\$ -
Subscriptions	\$ 500	\$ 500	\$ -
Liability Insurance	\$ 5,214	\$ 5,705	\$ 491
Total Contractual	\$ 507,050	\$ 854,685	\$ 347,635
TOTAL PLANNING AND ZONING	\$ 513,685	\$ 862,139	\$ 348,454
Improvements other than Buildings	\$ 250,000	\$ -	\$ (250,000)
Comprehensive Master Plan	250,000	-	(250,000)
Total Capital Outlay	\$ 250,000	\$ -	\$ (250,000)
TOTAL PLANNING AND ZONING (w/ capital)	\$ 763,685	\$ 862,139	\$ 98,454

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SUMMARY OF REVENUES AND EXPENDITURES

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$925,274	\$1,085,925	\$1,085,925	\$841,296
Revenues				
Economic Development Sales Tax	416,174	416,174	416,174	427,693
EDCD Interest	21,041	20,313	20,313	20,313
EDCD - Community Center Fees	-	-	-	55,000
EDCD - Conference Center Fees	-	-	-	25,000
Total Revenue	437,215	436,487	436,487	528,006
Other Funding Sources				
Transfer in-PEG Funds	94,106	4,000	4,000	9,300
Total Other Financing Sources	94,106	4,000	4,000	9,300
TOTAL RESOURCES	\$1,456,595	\$1,526,412	\$1,526,412	\$ 1,378,602
Expenditures				
Personnel Services	159,746	170,168	170,168	492,444
Supplies	14,364	4,475	4,475	4,475
Contractual Services	93,954	386,627	386,627	40,387
Capital Outlay	102,606	123,846	123,846	300,000
TOTAL EXPENDITURES	\$ 370,670	\$ 685,116	\$ 685,116	\$ 837,306
ENDING FUND BALANCE	\$1,085,925	\$ 841,296	\$ 841,296	\$ 541,296

Economic Development

\$837,306

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	116,555	121,495	121,495	333,659
Retirement Plan	23,003	24,445	24,445	65,767
Group Insurance	10,206	13,659	13,659	59,691
Worker Compensation	225	1,035	1,035	3,231
Clothing	-	-	-	3,000
Social Security	9,000	9,294	9,294	25,814
Special Pay	600	-	-	-
Certification Pay	-	-	-	780
Longevity Pay	157	239	239	501
Total Personnel Services	159,746	170,168	170,168	492,444
SUPPLIES				
Office Supplies	713	650	650	650
Operating Supplies	13,651	3,825	3,825	3,825
Total Supplies	14,364	4,475	4,475	4,475
CONTRACTUAL SERVICES				
Professional Services	-	1,590	1,590	-
Contractual Services	43,381	43,186	43,186	24,800
Utilities - Telephone	285	300	300	300
Utilities - Gas, Water, Electric	271	300	300	300
Advertising	7,135	5,000	5,000	5,000
Repairs & Maintenance - External	20	750	750	-
Travel	3,894	3,070	3,070	2,500
Membership, Dues & Licenses	785	1,346	1,346	1,671
Subscriptions to Publications	211	1,625	1,625	-
Project Funding	6,061	324,246	324,246	111
4th of July Funding	1,911	-	-	-
Liability Insurance	30,000	5,214	5,214	5,705
Total Contractual Services	93,954	386,627	386,627	40,387
CAPITAL OUTLAY				
Peg Funds	87,771	123,846	123,846	-
Vehicles	8,500	-	-	-
Improvements	6,335	-	-	300,000
Total Capital Outlay	102,606	123,846	123,846	300,000
TOTAL EXPENDITURES	\$370,670	\$685,116	\$ 685,116	\$837,306

ECONOMIC DEVELOPMENT DEPARTMENT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 650	\$ 650	\$ -
General Supplies	650	650	-
Operating Supplies	\$ 3,825	\$ 3,825	\$ -
Drone Equipment & Required Licenses	450	450	-
Plotter Supplies	2,000	2,000	-
Business Cards	125	125	-
New Business Welcome supplies	1,250	1,250	-
Total Supplies	\$ 4,475	\$ 4,475	\$ -
Professional Services	\$ 1,590	\$ -	\$ (1,590)
Cafeteria Plan	90	-	(90)
Miscellaneous	1,500	-	(1,500)
Contractual Services	\$ 43,186	\$ 24,800	\$ (18,386)
City Attorney Fees (EDCD Allocation)	12,500	12,500	-
ZAC Tax	3,000	3,000	-
Moody's Property Listing & Data	3,025	-	(3,025)
Placer. AI	13,261	-	(13,261)
Peg Channel	11,400	9,300	(2,100)
Utilities-Telephone	\$ 300	\$ 300	\$ -
Utilities-Water & Electric	\$ 300	\$ 300	\$ -
Advertising	\$ 5,000	\$ 5,000	\$ -
Repairs & Maintenance - External	\$ 750	\$ -	\$ (750)
Travel - Training	\$ 3,070	\$ 2,500	\$ (570)
Memberships, Dues & Licenses	\$ 1,346	\$ 1,671	\$ 325
Subscriptions to Publications	\$ 1,625	\$ -	\$ (1,625)
ED Project Funding	\$ 324,246	\$ 111	\$ (228,616)
Liability Insurance	\$ 5,214	\$ 5,705	\$ 491
Total Contractual	\$ 386,627	\$ 40,387	\$ (250,721)
TOTAL ECONOMIC DEVELOPMENT	\$ 391,102	\$ 44,862	\$ (250,721)

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ECONOMIC DEVELOPMENT DEPARTMENT

	FY 2026	FY 2027	VARIANCE
PEG Funds - Capital	\$ 123,846	\$ -	\$ (123,846)
Council Channel	114,060	-	(114,060)
Broadcasting Equipment	9,786	-	(9,786)
Improvements	\$ -	\$ 300,000	\$ 300,000
Royal Tile LP	-	15,000	15,000
Little Caesars	-	35,000	35,000
Public Works Building Plans & Engineering	-	150,000	150,000
Tyler Technologies (Incode)	-	100,000	100,000
Total Capital Outlay	\$ 123,846	\$ 300,000	\$ 176,154
TOTAL ECONOMIC DEVELOPMENT (w/ capital)	\$ 514,948	\$ 344,862	\$ (74,567)

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ITEM 01 · ECONOMIC DEVELOPMENT			Total Cost
Royal Tile LP - Business Incentive Agreement			\$15,000
DESCRIPTION	Business incentive agreement with Rotal Tile LP to support commercial investment and job creation in Leon Valley.		
BENEFIT	This incentive agreement encourages Rotal Tile LP to establish or expand operations in Leon Valley, contributing to local economic growth, increased sales tax revenue, and expanded employment opportunities for residents.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
2025	Incentive	1	\$15,000

ITEM 02 · ECONOMIC DEVELOPMENT			Total Cost
Little Caesars - Business Incentive Agreement			\$35,000
DESCRIPTION	Business incentive agreement with Little Caesars to support retail growth and commercial activity in Leon Valley.		
BENEFIT	This incentive agreement supports the establishment of a Little Caesars location in Leon Valley, generating additional sales tax revenue, creating local employment, and enhancing commercial activity and retail options available to residents.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
2025	Incentive	1	\$35,000

ITEM 04 · ECONOMIC DEVELOPMENT

Total Cost

Public Works Building Plans & Engineering

\$150,000

DESCRIPTION

Architectural planning and engineering services for the design of a new Public Works facility.

BENEFIT

Funds the planning and engineering phase for a new Public Works building that will consolidate City operations, improve infrastructure management capacity, and support long-term service delivery across Leon Valley.

ACQUISITION YEAR

New

PURCHASE TYPE

New

QTY.

1

FY 2027 TOTAL

\$150,000

ITEM 05 · ECONOMIC DEVELOPMENT

Total Cost

Tyler Technologies (Incode) — System Update

\$100,000

DESCRIPTION

System update and upgrade for Tyler Technologies Incode, the City's enterprise resource planning (ERP) and financial management platform.

BENEFIT

Updating the Incode system ensures continued compliance with state reporting requirements, improves financial data accuracy, enhances system security, and supports more efficient citywide operations across finance, utility billing, and municipal court functions.

ACQUISITION YEAR

Update

PURCHASE TYPE

Update

QTY.

1

FY 2027 TOTAL

\$100,000

TOTAL CAPITAL OUTLAY – ECONOMIC DEVELOPMENT

\$300,000

Code & Animal Control

\$48,092

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	-	93,754	93,754	-
Retirement Plan	-	19,266	19,266	-
Group Insurance	-	21,855	21,855	-
Worker Compensation	-	2,071	2,071	-
Liability Insurance	-	-	-	-
Social Security	-	7,325	7,325	-
Clothing Allowance	-	2,000	2,000	-
Special Pay	-	-	-	-
Longevity Pay	-	145	145	-
Total Personnel Services	-	146,416	146,416	-
SUPPLIES				
Office Supplies	-	1,000	1,000	800
Operating Supplies	-	8,750	8,750	12,151
Total Supplies	-	9,750	9,750	12,951
CONTRACTUAL SERVICES				
Professional Services	-	5,000	5,000	7,000
Contractual Services	-	24,600	24,600	18,100
Utilities - Telephone	-	600	600	288
Utilities - Gas, Water, Electric	-	300	300	300
Printing	-	350	350	350
Repairs & Maintenance - External	-	2,500	2,500	4,000
Travel	-	1,500	1,500	1,500
Membership, Dues & Licenses	-	750	750	750
Liability Insurance	-	2,607	2,607	2,853
Total Contractual Services	-	38,207	38,207	35,141
TOTAL EXPENDITURES	\$ -	\$194,373	\$ 194,373	\$ 48,092

CODE & ANIMAL CONTROL DEPARTMENT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 1,000	\$ 800	\$ (200)
General Supplies	1,000	800	(200)
Operating Supplies	\$ 8,750	\$ 12,151	\$ 3,401
Postage	-	1,239	1,239
Dog Food/ Dog Leashes/ Dog bowls/ etc.	750	850	100
Vehicle Computer Equipment	750	312	(438)
Trash bags/paint/requirement/ staff PPE	1,250	1,250	-
Fuel	5,000	7,500	2,500
Tiger sant. Roll away for clean up events (\$500 per roll away)	1,000	1,000	-
Total Supplies	\$ 9,750	\$ 12,951	\$ 3,201
Professional Services	\$ 5,000	\$ 7,000	\$ 2,000
Animal Care - Vet, Vaccines, etc.	5,000	7,000	2,000
Contractual Services	\$ 24,600	\$ 18,100	\$ (6,500)
Animal - San Antonio Pet Alive	10,000	10,000	-
Animal Boarding	5,000	5,000	-
Recording Fee - Simplifile	-	600	600
Radios - 1	8,000	-	(8,000)
Body Cameras - 2	1,600	-	(1,600)
Body Cameras Charging Station	-	2,500	2,500
Utilities-Telephone	\$ 600	\$ 288	\$ (312)
Utilities-Water & Electric	\$ 300	\$ 300	\$ -
Printing	\$ 350	\$ 350	\$ -
Repairs & Maintenance - External	\$ 2,500	\$ 4,000	\$ 1,500
Travel	\$ 1,500	\$ 1,500	\$ -
Membership, Dues & License	\$ 750	\$ 750	\$ -
Liability Insurance	\$ 2,607	\$ 2,853	\$ 246
Total Contractual	\$ 38,207	\$ 35,141	\$ (3,066)
TOTAL CODE & ANIMAL CONTROL	\$ 47,957	\$ 48,092	\$ 135

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Special Events

\$38,452

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Retirement Plan	9,333	2,098	2,098	2,098
Overtime	48,132	10,000	10,000	10,000
Social Security	3,591	765	765	765
Total Personnel Services	61,056	12,863	12,863	12,863
SUPPLIES				
Advertising	2,968	-	-	-
Concerts	-	-	-	-
Volunteer Appreciation Dinner	3,670	-	-	-
Fourth of July	82,788	-	-	15,000
Christmas Tree Lighting	2,038	4,800	4,800	7,500
Earthwise Living Day	6,300	7,488	7,488	2,700
Legion	-	389	389	389
Arbor Day	-	-	-	-
Movies in the Park	2,215	-	-	-
Employee Luncheon	3,834	-	-	-
Total Supplies	103,813	12,677	12,677	25,589
TOTAL EXPENDITURES	\$164,869	\$ 25,540	\$ 25,540	\$ 38,452

SPECIAL EVENTS

	FY2026	FY2027	VARIANCE
Volunteer Appreciation Dinner	\$ -	\$ -	\$ -
Fourth of July	\$ -	\$ 15,000	\$ 15,000
Arbor Day	\$ -	\$ -	\$ -
Christmas Tree Lighting	\$ 4,800	\$ 7,500	\$ 2,700
Earthwise LivingDay	\$ 7,488	\$ 2,700	\$ (4,788)
Legion	\$ 389	\$ 389	\$ -
Movies in the Park	\$ -	\$ -	\$ -
Advertising	\$ -	\$ -	\$ -
Employee Luncheon	\$ -	\$ -	\$ -
Fiesta Medals	\$ -	\$ -	\$ -
Total Supplies	\$ 12,677	\$ 25,589	\$ 12,912
TOTAL SPECIAL EVENTS	\$ 12,677	\$ 25,589	\$ 12,912

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Parks & Recreation

\$1,957,243

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Social Security	-	-	-	-
Total Personnel Services	-	-	-	-
SUPPLIES				
Office Supplies	48	-	-	-
Operating Supplies	29,004	27,000	27,000	30,300
Repairs & Maintenance - Internal	53,326	10,500	10,500	17,000
Misc. Supplies	480	4,000	4,000	2,500
Total Supplies	82,858	41,500	41,500	49,800
CONTRACTUAL SERVICES				
Professional Services	33,319	5,000	5,000	3,500
Contractual Services	124,870	124,975	124,975	11,980
Utilities - Telephone	2,111	1,850	1,850	1,815
Utilities - Gas, Water, Electric	30,843	30,030	30,030	39,080
Printing	190	2,000	2,000	2,000
Advertising	-	-	-	1,000
Repairs and Maintenance - External	52,300	40,000	40,000	25,000
Equipment Rental	26	6,800	6,800	5,000
Travel	7	-	-	-
Membership, Dues & Licenses	100	1,000	1,000	-
Liability Insurance	3,822	5,214	5,214	5,705
Total Contractual Services	247,588	216,869	216,869	95,080
CAPITAL OUTLAY				
Other Machinery & Equipment	36,135	35,000	35,000	-
Improvements	309,366	2,379,297	149,366	1,812,363
Total Capital Outlay	345,501	2,414,297	184,366	1,812,363
TOTAL EXPENDITURES	\$675,947	\$2,672,666	\$ 442,735	\$1,957,243

PARKS & RECREATION DEPARTMENT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ -	\$ -	\$ -
Park Commissioner supplies	-	-	-
Operating Supplies	\$ 27,000	\$ 30,300	\$ 3,300
Equipment maintenance & supplies	4,000	4,000	-
Fuel 20% allocation	4,500	6,300	1,800
Grounds maintenance - fall zone, sand, soil, etc.	3,000	3,000	-
Janitorial supplies	6,500	6,500	-
Park maintenance - mulch, soil, irrigation, trimmer sup	5,000	5,000	-
Arbor Day Trees		3,000	3,000
Undefined park supplies	4,000	2,500	(1,500)
Repairs & Maintenance - Internal	\$ 10,500	\$ 17,000	\$ 6,500
Fleet - Oil, brake fluid, wiper fluid, filters, lubricant	500	2,000	1,500
Park Maintenance - court/field nets, tables, chairs,	10,000	15,000	5,000
Playground maintenance	-	-	-
Pool maintenance - plumbing supplies, parts	-	-	-
Asphalt, base materials for trail repairs	-	-	-
Miscellaneous Supplies	\$ 4,000	\$ 2,500	\$ (1,500)
Park amenities	4,000	2,500	(1,500)
Total Supplies	\$ 41,500	\$ 49,800	\$ 8,300

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PARKS & RECREATION DEPARTMENT

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	FY2026	FY2027	VARIANCE
Professional Services	\$ 5,000	\$ 3,500	\$ (1,500)
Engineering Service	5,000	3,500	(1,500)
Contractual Services	\$ 124,975	\$ 11,980	\$ (112,995)
Tree Removal, pest control	15,000	10,000	(5,000)
Pool Contract	108,000	-	(108,000)
Nearmap - 10%	730	730	-
Novo ShareNet - 10%	1,245	1,250	5
Utilities-Telephone	\$ 1,850	\$ 1,815	\$ (35)
Utilities-Water & Electric	\$ 30,030	\$ 39,080	\$ 9,050
Printing	\$ 2,000	\$ 2,000	\$ -
Advertising	\$ -	\$ 1,000	\$ 1,000
Repairs & Maintenance - External	\$ 40,000	\$ 25,000	\$ (15,000)
Equipment Rental	\$ 6,800	\$ 5,000	\$ (1,800)
Travel - Training	\$ -	\$ -	\$ -
Memberships, Dues & Licenses	\$ 1,000	\$ -	\$ (1,000)
Liability Insurance	\$ 5,214	\$ 5,705	\$ 491
Total Contractual	\$ 216,869	\$ 95,080	\$ (121,789)
TOTAL PARKS	\$ 258,369	\$ 144,880	\$ (113,489)

PARKS & RECREATION DEPARTMENT

	FY2026	FY2027	VARIANCE
Other Machinery & Equipment	\$ 35,000	\$ -	\$ (35,000)
Lawnmower 60"	15,000	-	(15,000)
MerryGo Round	20,000	-	(20,000)
Improvements Other than Build.	\$ 2,379,297	\$ 1,812,363	\$ (566,934)
Hike & Bike Trail Segment II	2,173,297	1,260,312	(912,985)
Veterans Park Monument	24,000	5,360	(18,640)
Pool Repairs - replastering	75,000	-	(75,000)
Hike & Bike (El Verde) Sprinkler System	107,000	366,691	259,691
ROW Tree Removal - Tree Mitigation	-	90,000	90,000
Natural Area - Tree Mitigation	-	90,000	90,000
Total Capital Outlay	\$ 2,414,297	\$ 1,812,363	\$ (601,934)
TOTAL PARKS (w/capital)	\$ 2,672,666	\$ 1,957,243	\$ (715,423)

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ITEM 01 · PARKS & RECREATION			Total Cost
Hike and Bike Trail — Phase II			\$1,260,312
DESCRIPTION	Construction of Phase II of the Leon Valley Hike and Bike Trail, connecting to the existing Segment I at Huebner Creek.		
BENEFIT	This project was granted funds from the MPO and is to connect to the existing Segment I at Huebner Creek. Reimbursement funds will be received through TxDOT and the FHWA. Phase II will expand recreational trail access for Leon Valley residents, promote active transportation, and enhance community connectivity and quality of life.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
New	New	1	\$1,260,312

ITEM 02 · PARKS & RECREATION			Total Cost
Veteran's Memorial Monument			\$5,360
DESCRIPTION	Purchase and installation of a memorial marker and benches to honor veterans of the City of Leon Valley.		
BENEFIT	The City Council has requested funding to create a Veteran's Memorial. This funding will be used to purchase a memorial marker and benches, providing a dedicated space to honor and recognize the service and sacrifice of veterans from the Leon Valley community.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
New	New	1	\$5,360

ITEM 03 · PARKS & RECREATION

H&B Sprinkler System

Total Cost
\$366,691

DESCRIPTION

Installation of a new automated irrigation and sprinkler system at H&B Park to support turf maintenance and landscaping operations.

BENEFIT

A new automated sprinkler system will ensure consistent and efficient irrigation of park grounds, reducing water waste, lowering long-term maintenance costs, and improving the quality and appearance of green spaces for Leon Valley residents. The system will also reduce the manual labor required for park irrigation operations.

ACQUISITION YEAR

New

PURCHASE TYPE

New

QTY.

1

FY 2027 TOTAL

\$366,691

ITEM 04 · PARKS & RECREATION

ROW Tree Removal - Tree Mitigation

Total Cost
\$90,000

DESCRIPTION

Removal of trees within the City's right-of-way (ROW) that pose safety hazards, obstruct infrastructure, or require removal as part of street and utility improvement projects.

BENEFIT

Removing hazardous or obstructing right-of-way trees improves public safety by eliminating risks to pedestrians, motorists, and utility infrastructure. Proper ROW tree management also reduces liability, supports street maintenance operations, and ensures clear sightlines and access throughout Leon Valley's road network.

ACQUISITION YEAR

New

PURCHASE TYPE

New

QTY.

1

FY 2027 TOTAL

\$90,000

ITEM 05 · PARKS & RECREATION		Total Cost	
Natural Area - Tree Mitigation		\$90,000	
DESCRIPTION	Development and enhancement of a designated natural area within the City to support tree canopy preservation, native plantings, and environmental stewardship.		
BENEFIT	Establishing a natural area supports the City's tree mitigation obligations by preserving and expanding the urban tree canopy. Natural areas provide environmental benefits including improved air quality, stormwater absorption, habitat for local wildlife, and enhanced recreational green space for Leon Valley residents, contributing to the City's long-term environmental sustainability goals.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
New	New	1	\$90,000

TOTAL CAPITAL OUTLAY – PARKS & RECREATION	\$1,812,363
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Library

\$692,448

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	283,675	315,735	315,735	318,903
Retirement Plan	49,663	63,526	63,526	62,154
Group Insurance	26,168	43,710	43,710	50,266
Worker Compensation	601	7,247	7,247	6,462
Social Security	21,668	24,154	24,154	24,396
Longevity Pay	4,468	4,376	4,376	5,732
Total Personnel Services	386,243	458,747	458,747	467,914
SUPPLIES				
Office Supplies	1,165	1,100	1,100	1,117
Operating Supplies	49,468	14,525	14,525	17,113
Repairs & Maintenance - Internal	31	1,000	1,000	1,000
Misc. Supplies	-	-	-	-
Library Supplies	27,601	30,000	30,000	30,000
Gifts and Memorials	202	1,000	1,000	1,000
Total Supplies	78,467	47,625	47,625	50,230
CONTRACTUAL SERVICES				
Professional Services	-	300	300	-
Contractual Services	18,241	22,474	22,474	21,794
Utilities - Telephone	4,060	3,095	3,095	3,820
Utilities - Gas, Water, Electric	13,294	12,900	12,900	12,900
Printing	108	750	750	750
Repairs and Maintenance - External	2,999	1,500	1,500	1,500
Travel	2,196	3,000	3,000	3,755
Membership, Dues & Licenses	3,896	4,000	4,000	2,378
Subscriptions to Publications	3,189	4,000	4,000	11,702
Liability Insurance	-	5,214	5,214	5,705
Grant Expenses	-	-	-	-
Total Contractual Services	47,983	57,233	57,233	64,304
CAPITAL OUTLAY				
Improvements	-	-	-	110,000
Total Capital Outlay	-	-	-	110,000
TOTAL EXPENDITURES	\$512,693	\$563,605	\$ 563,605	\$692,448

LIBRARY DEPARTMENT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 1,100	\$ 1,117	\$ 17
General Supplies	600	882	282
Filing & Organization - Binders, File Folders, Filing bins	500	235	(265)
Operating Supplies	\$ 14,525	\$ 17,113	\$ (1,195)
Paper for Printing Services; Colored Paper, Cardstock, Colored Cardstock	1,250	1,400	150
Postage	75	203	128
Cleaning Supplies	1,500	195	(1,305)
Processing Supplies - Book Tape, Covers, Labels	1,500	5,482	3,982
Janitorial Supplies	-	3,783	-
Regular Programming	2,000	2,800	800
Summer Reading - Weekly Presenters, Kickoff Party, Big Weekly Programs	2,000	3,250	1,250
Touch2Play Computers (Replace nonworking AWE computers)	5,000	-	(5,000)
Book Scanners - 3 New	1,200	-	(1,200)
Repairs & Maintenance - Internal	\$ 1,000	\$ 1,000	\$ -
Routine Maintenance	1,000	1,000	-
Miscellaneous Supplies	\$ -	\$ -	\$ -
Misc.	-	-	-
Library Materials	\$ 30,000	\$ 30,000	\$ -
Adult Materials (Fic: \$4750, NF: \$3500, GN: \$750)	9,000	10,000	1,000
Young Adult Materials (Fic: \$2200, NF: \$1200, GN: \$1000)	8,400	6,000	(2,400)
JUV Materials (Fic: \$2250, NF: \$1500, GN: \$1200)	3,600	6,500	2,900
Early Readers (Leveled Readers ER: \$1000, ER Chapters: \$1250)	1,250	1,500	250
Read Aloud (Picture Books \$3600, BB \$600)	3,725	4,700	975
DVDs	500	1,300	800
Hoopla	3,525	-	(3,525)
Gifts & Memorials	\$ 1,000	\$ 1,000	\$ -
Estimated Donations	1,000	1,000	-
Total Supplies	\$ 47,625	\$ 50,230	\$ (1,178)

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LIBRARY DEPARTMENT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 300	\$ -	\$ (300)
Presenters Fees	-	-	-
Programming Fees	-	-	-
Cafeteria Plan	300	-	(300)
Contractual Services	\$ 22,474	\$ 21,794	\$ (680)
Library System - Simplicity	3,000	2,300	(700)
Security System - Vallance	1,140	1,140	-
Amigos Texpress Courier ILL	3,000	3,000	-
Website Maintenance	250	-	(250)
Copier Service Agreement	5,400	5,000	(400)
eBook Content Platform	3,000	3,000	-
Movie License - Kanopy	600	1,750	1,150
Adobe	500	-	(500)
TexShare Database Fees	300	300	-
Print & Time Management Software - LibData	2,000	2,000	-
Fire Extinguishers	100	120	20
Biblioboard	2,500	2,500	-
Computer Backup Service/Monitoring	684	684	-
Utilities-Telephone	\$ 3,095	\$ 3,820	\$ 725
Utilities-Water & Electric	\$ 12,900	\$ 12,900	\$ -
Printing	\$ 750	\$ 750	\$ -
Repairs & Maintenance	\$ 1,500	\$ 1,500	\$ -
Travel - Training	\$ 3,000	\$ 3,755	\$ 755
Memberships, Dues & Licenses	\$ 4,000	\$ 2,378	\$ (1,622)
Subscriptions	\$ 4,000	\$ 11,702	\$ 7,702
Liability Insurance	\$ 5,214	\$ 5,705	\$ 491
Total Contractual	\$ 57,233	\$ 64,304	\$ 7,071
TOTAL LIBRARY	\$ 104,858	\$ 114,534	\$ 5,893
Improvements other than Building	\$ -	\$ 110,000	\$ 110,000
Flooring Carpet Tiles	-	110,000	110,000
Total Capital Outlay	\$ -	\$ 110,000	\$ 110,000
TOTAL FIRE(w/capital)	\$ 104,858	\$ 224,534	\$ 115,893

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ITEM 01 · LIBRARY DEPARTMENT			Total Cost
Flooring Carpet Tiles			\$110,00
DESCRIPTION	Restoration and replacement of carpet tile flooring throughout the Leon Valley Public Library facility.		
BENEFIT	Restoring the library's flooring will improve the appearance, safety, and comfort of the facility for patrons and staff. Worn and damaged carpet tiles present a trip hazard and negatively impact the overall experience for the community members who use the library daily.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Restoring	1	\$110,000

TOTAL CAPITAL OUTLAY – LIBRARY	\$110,000
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Enterprise Fund

FY 2027 Proposed Budget

✓ Budget is Balanced

Operating Revenues

\$5,562,024

Operating Expenses

\$4,742,235

Operating Expenses + Shared personnel Services

\$104,288

Transfer Out for Debt Service

\$1,372,965

Transfer Out for Personnel
Services

\$1,940,000

Capital

FY27 Projected Impact Fee Revenue



\$952,787

FY 27 Projected Impact Fee

Restricted revenue: may only fund capital improvements identified in the adopted Capital Improvements Plan.



Texas Local Government Code, Chapter 395

PERMITTED USES

Sec. 395.012: Items Payable by Fee

- ✓ Construction of capital improvements & facility expansions in the adopted Capital Improvements Plan (water, wastewater, drainage, roadway)
- ✓ Design, engineering & construction contract costs
- ✓ Land acquisition for approved improvements
- ✓ Fees to an independent engineer or financial consultant who prepares or updates the CIP

PROHIBITED USES

Sec. 395.013: Items Not Payable by Fee

- ✗ Facilities or assets not identified in the Capital Improvements Plan
- ✗ Repair, operation, or maintenance of existing or new facilities
- ✗ Upgrades to serve existing development or meet stricter standards
- ✗ Administrative & operating costs of the political subdivision
- ✗ Principal or interest payments on debt (except as allowed under 395.012)

Texas Local Government Code §395.012: Items Payable by Impact Fees

Category	Description	Examples
Construction of Capital Improvements	Construction or expansion of water, wastewater, drainage, or roadway facilities identified in the adopted Capital Improvements Plan (CIP).	• New water transmission main to serve a new subdivision • Expansion of a wastewater lift station for future growth • Construction of an additional water storage tank
Engineering and Professional Services	Design, surveying, engineering, environmental studies, and construction management directly related to an approved capital improvement.	• Engineering design for a new water main • Surveying and geotechnical studies for a drainage project
Land and Easement Acquisition	Purchase of land or easements necessary for approved capital improvements.	• Purchasing property for a future elevated water tank • Acquiring easements for a new sewer interceptor
Capital Improvement Planning	Fees paid to an independent engineer or financial consultant to prepare or update the Capital Improvements Plan.	• Updating the City's Impact Fee Study • Preparing land use assumptions and service area analyses
Debt Service (Limited)	Principal and interest on debt issued to finance eligible capital improvements included in the CIP.	• Bond payments for a water transmission line identified in the Impact Fee CIP

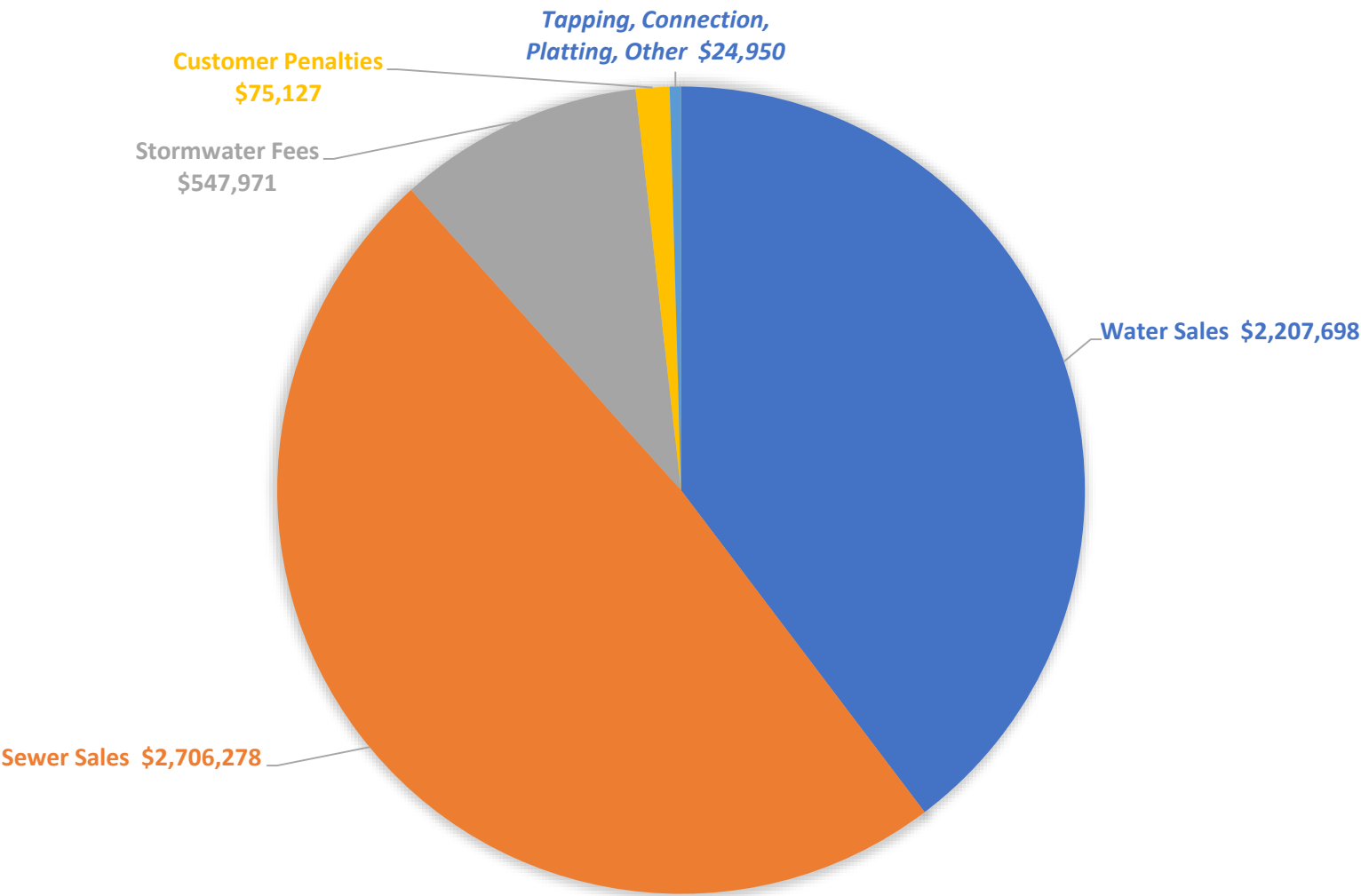
Source: Texas Local Government Code, Chapter 395 (§395.012)

Texas Local Government Code §395.013: Items Not Payable by Impact Fees

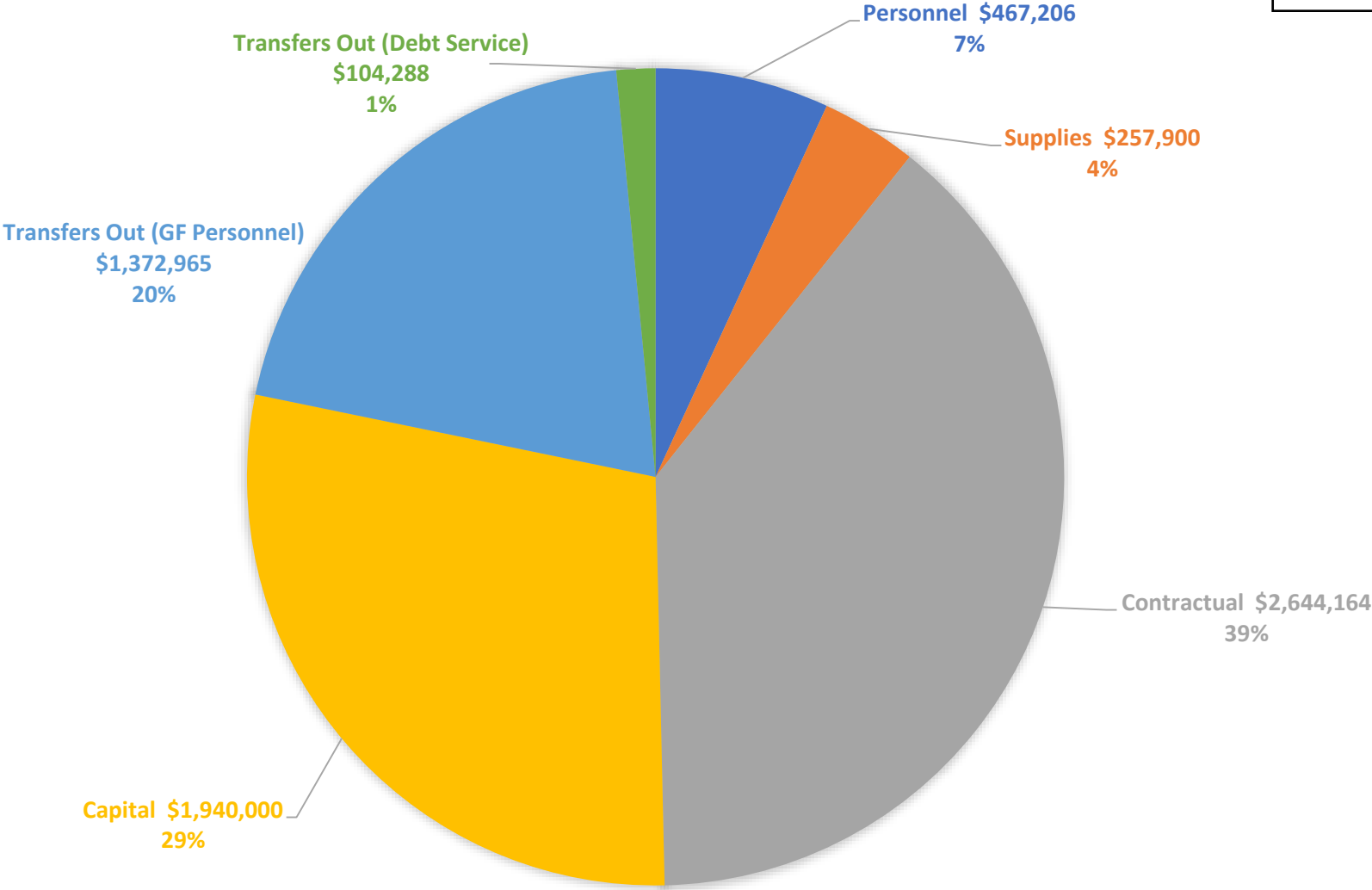
Category	Description	Examples
Projects Not Included in the CIP	Impact fees cannot fund facilities or improvements that are not identified in the adopted Capital Improvements Plan.	• Constructing a water line that was never included in the Impact Fee Study
Operation, Repair, or Maintenance	Routine operation, maintenance, repairs, or replacement of existing or new facilities or equipment.	• Repairing water line leaks • Replacing pumps due to normal wear • Routine street resurfacing • Mowing drainage easements
Improvements Benefiting Existing Development	Projects that primarily correct existing deficiencies or improve service to existing customers.	• Upsizing an old water main because it already lacks capacity • Replacing aging sewer lines • Upgrading infrastructure solely to meet new regulatory requirements for existing customers
Administrative and Operating Expenses	Salaries, office expenses, utilities, vehicles, and other day-to-day operating costs.	• Public Works employee salaries • Utility billing software • Fuel and vehicle maintenance • Office supplies
Debt Not Tied to Eligible Improvements	Debt service for projects that are not authorized under Section 395.012.	• Paying bonds issued for a maintenance facility or City Hall improvements

Source: Texas Local Government Code, Chapter 395 (§395.013)

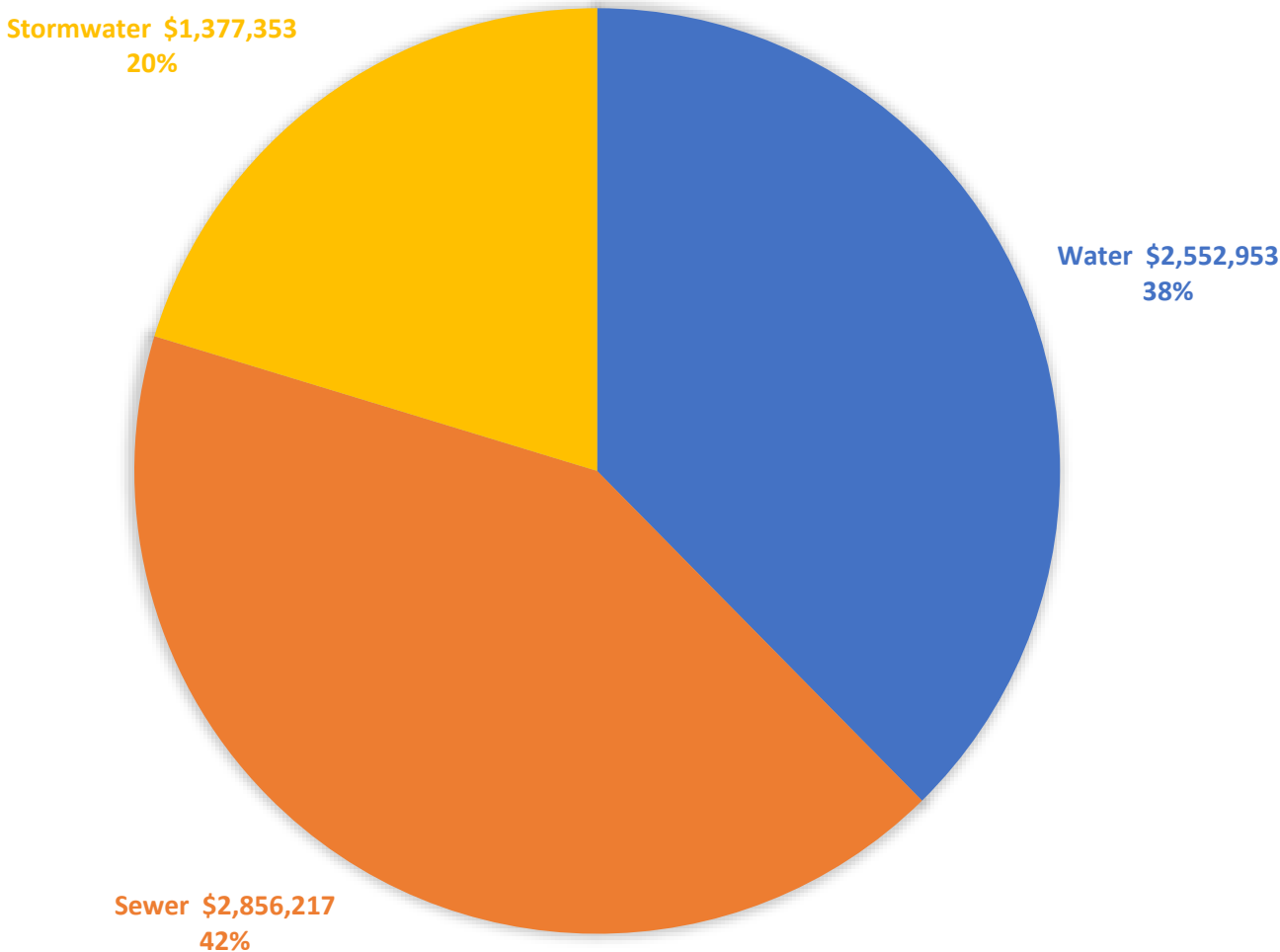
Enterprise Fund Operating Revenue by Category



Enterprise Fund Expenses by Category



Enterprise Fund Expenses by Department



SUMMARY OF REVENUES AND EXPENSES

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$ 3,276,814	\$ 4,667,902	\$ 4,667,902	\$ 2,567,927
OPERATING REVENUES				
Water Sales	2,111,522	2,069,950	2,069,950	2,207,698
Sewer Sales	2,686,232	2,649,085	2,649,085	2,706,278
Stormwater Fees	543,633	569,500	569,500	547,971
Customer Penalties	61,332	62,750	62,750	75,127
Tapping Fees	19,443	20,000	20,000	12,500
Connection & Platting	4,350	-	-	12,450
TOTAL OPERATING REVENUES	5,426,512	5,371,285	5,371,285	5,562,024
NON-OPERATING REVENUES				
Interest Income	189,763	175,099	175,099	178,601
Bexar County Reimbursement	-	-	724,720	-
CDBG Reimbursement	246,900	-	704,059	-
Miscellaneous	32,024	500	500	500
SAWS Water Lease	9,000	9,000	9,000	-
Water Supply Fund Balance (Impact Fees)	222,570	-	188,738	140,000
TOTAL NON-OPERATING REVENUES	700,257	184,599	1,802,116	319,101
TOTAL REVENUES	6,126,769	5,555,884	7,173,401	5,881,125
OPERATING EXPENSES				
Water Department	1,130,922	1,235,650	1,235,650	1,273,237
Sewer Department	1,832,223	1,890,442	1,890,442	1,858,226
Stormwater Department	66,688	239,352	239,352	237,808
Transfer Out Shared Personnel Services	1,253,538	1,301,355	1,301,355	1,372,965
Depreciation	403,328	-	-	-
TOTAL OPERATING EXPENSES	4,686,699	4,666,798	4,666,798	4,742,235
NON-OPERATING EXPENSES				
Transfer out to Debt Service	48,982	106,075	106,075	104,288
Capital Outlay	-	4,500,503	4,500,503	1,940,000
TOTAL NON-OPERATING EXPENSES	48,982	4,606,578	4,606,578	2,044,288
TOTAL EXPENDITURES	4,735,681	9,273,376	9,273,376	6,786,523
ENDING FUND BALANCE	\$ 4,667,902	\$ 950,410	\$ 2,567,927	\$ 1,662,530

SCHEDULE OF REVENUES BY SOURCE

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
OPERATING REVENUES				
Water Sales				
Metered Water	1,710,196	1,718,739	1,718,739	1,798,946
Edwards Aquifer Fee	158,839	177,417	177,417	170,000
Bulk Water	2,890	20,000	20,000	6,500
Water - Surcharge	94,688	5,000	5,000	90,000
Water Supply Fee	138,619	142,694	142,694	136,017
TCEQ Public Health Fee	6,290	6,100	6,100	6,235
Total Water Sales	2,111,522	2,069,950	2,069,950	2,207,698
Sewer Sales				
City Service (SAWS)	2,675,077	2,640,085	2,640,085	2,696,278
City Surcharge	11,155	9,000	9,000	10,000
Total Sewer Sales	2,686,232	2,649,085	2,649,085	2,706,278
Storm Water				
Storm Water Fees	400,016	380,000	380,000	405,065
Storm Water Fee-SAWS Billing	138,700	185,000	185,000	138,906
Storm Water Penalties	4,917	4,500	4,500	4,000
Total Storm Water Fees	543,633	569,500	569,500	547,971
Connection Fees				
Connection Fees	4,350	-	-	12,450
Total Connection Fees	4,350	-	-	12,450
Customer Fees				
Customer Penalties	54,012	54,750	54,750	64,347
Customer Disconnection Fees	7,320	8,000	8,000	10,780
Total Customer Fees	61,332	62,750	62,750	75,127
Tapping Fees				
Water Tap Fees	19,443	20,000	20,000	12,500
Sewer Tap Fees	-	-	-	-
Total Tapping Fees	19,443	20,000	20,000	12,500
TOTAL OPERATING REVENUES	\$5,426,512	\$5,371,285	\$ 5,371,285	\$ 5,562,024

Enterprise Fund — Net Position Summary

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Water & Sewer Combined	
Operating Revenues	\$5,014,053
Total Operating Expenses (Operating Expenses + Personnel Share Portion)	(\$4,164,882)
Total Non-Operating (Debt Payment, Water Supply Fund Balance, Interest & Misc. Revenue)	\$214,814
Net Increase / (Decrease)	\$1,063,984
Unrestricted Net Position FY26	\$1,821,732
Water Capital	(\$640,000)
Sewer Capital	(\$500,000)
Ending Balance	\$1,745,717

Stormwater	
Operating Revenues	\$547,971
Total Operating Expenses (Operating Expenses + Personnel Share Portion)	(\$577,353)
Total Non-Operating	—
Net Increase / (Decrease)	(\$29,382)
Unrestricted Net Position FY26	\$746,195
Stormwater Capital	(\$800,000)
Ending Balance	(\$83,187)

Water

\$1,913,237

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	198,072	228,680	228,680	233,421
Retirement Plan	43,238	50,947	50,947	48,717
Group Insurance	30,451	43,710	43,710	50,266
Worker Compensation	3,523	3,106	3,106	3,231
Overtime	21,796	8,000	8,000	-
Social Security	17,279	19,371	19,371	19,122
Standby	10,970	13,000	13,000	13,000
Certification Pay	3,760	3,536	3,536	3,536
Longevity Pay	7,994	3,602	3,602	4,702
Total Personnel Services	337,083	373,951	373,951	375,994
SUPPLIES				
Office Supplies	(7,084)	2,500	2,500	2,500
Operating Supplies	73,533	84,200	84,200	89,000
Repairs & Maintenance - Internal	92,753	122,500	122,500	122,500
Misc. Supplies	11,987	7,000	7,000	7,000
Water Conservation Program	-	2,000	2,000	2,000
Total Supplies	171,189	218,200	218,200	223,000
CONTRACTUAL SERVICES				
Professional Services	39,241	43,401	43,401	45,336
Contractual Services	291,683	302,113	302,113	321,510
Utilities - Telephone	136	140	140	150
Utilities - Gas, Water, Electric	117,863	113,175	113,175	119,120
Printing	3,333	4,000	4,000	4,000
Advertising	1,098	3,600	3,600	3,600
Repairs and Maintenance - External	130,087	140,000	140,000	140,000
Equipment Rental	7,167	5,000	5,000	5,000
Travel	1,480	5,000	5,000	5,000
Membership, Dues & Licenses	1,899	1,000	1,000	2,000
Liability Insurance	28,663	26,070	26,070	28,527
Total Contractual Services	622,650	643,499	643,499	674,243
CAPITAL OUTLAY				
Water Rights*	-	188,738	188,738	140,000
Improvements	-	2,137,574	2,137,574	500,000
Total Capital Outlay	-	2,326,312	2,326,312	640,000
TOTAL EXPENSES	\$ 1,130,922	\$ 3,561,962	\$ 3,561,962	\$ 1,913,237

* Water rights are being paid using the Water Supply Fund Balance Reserve and Impact Fees

WATER DEPARTMENT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 2,500	\$ 2,500	\$ -
Normal Supplies	1,500	1,500	-
Administrative Reporting	1,000	1,000	-
Operating Supplies	\$ 84,200	\$ 89,000	\$ 4,800
Fuel 30% Allocation	12,000	16,800	4,800
Personnel - Boots, Ear Protection, Glasses, Gloves	1,200	1,200	-
Fleet - Vehicle Registration/Inspection, Lights	1,000	1,000	-
New Meters	20,000	20,000	-
Hand Tools, Nuts, Bolts, Clamps, Corps, Materials, Etc.	50,000	50,000	-
Repairs and Maintenance - Internal	\$ 122,500	\$ 122,500	\$ -
Fleet - Oil, Brake Fluid, Wiper Fluid, Filters, Lubricants	2,500	2,500	-
Replacement of Water Meters, Curb Stops, Mains	50,000	50,000	-
Repairs & Maintenance - Vehicles & Equipment	5,000	5,000	-
Replacement Fire Hydrants, Storz Connectors	65,000	65,000	-
Miscellaneous Supplies	\$ 7,000	\$ 7,000	\$ -
Other Unplanned Supplies	7,000	7,000	-
Conservation	\$ 2,000	\$ 2,000	\$ -
Rebates for Low Flow Toilets, HE Washers	1,000	1,000	-
Rebates for Rain Barrels & Xeriscaping	1,000	1,000	-
Total Supplies	\$ 218,200	\$ 223,000	\$ 4,800

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WATER DEPARTMENT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 43,401	\$ 45,336	\$ 1,935
Cafeteria Plan	288	288	-
Engineering Service	25,000	25,000	-
ESRI ArcMAP GIS	10,000	10,000	-
External Audit	8,113	10,048	1,935
Contractual Services	\$ 302,113	\$ 321,510	\$ 19,397
Uniforms	8,500	8,500	-
Techlead - 10%	5,664	9,888	4,224
Vehicle Inspection, Seals & Equipment Repairs	10,000	10,000	-
H2O Samples	5,500	5,500	-
Meter Reading Maintenance	5,000	5,000	-
EAA Program and Management Fees	165,000	178,000	13,000
Water Sampling	5,600	5,600	-
SAWS Interconnect	4,700	4,700	-
Water System bills	2,700	2,700	-
TCEQ Water Sampling	6,400	6,400	-
Annual Meter Replacement Program	-	-	-
Tank Inspections	10,000	10,000	-
Daupler	4,100	4,900	800
Nearmap - 30%	2,180	2,190	10
Quadiant - 50%	15,000	15,600	600
Novo ShareNet - 30%	3,735	3,735	-
WaterWorth - 50%	7,000	-	(7,000)
Incode Utilities (Tyler Technologies) - 50%	5,034	5,034	-
Copier Service Agreement - Canon	-	1,550	1,550
Generator Maintenance	-	4,213	4,213
SCADA System license	6,000	6,000	-
Chlorine	5,000	7,000	2,000
Pump Maintenance (Emergency Contractual)	25,000	25,000	-
Utilities-Telephone	\$ 140	\$ 150	\$ 10
Utilities-Water & Electric	\$ 113,175	\$ 119,120	\$ 5,945
Printing	\$ 4,000	\$ 4,000	\$ -
Advertising	\$ 3,600	\$ 3,600	\$ -
Repairs & Maintenance - External	\$ 140,000	\$ 140,000	\$ -
Equipment Rental	\$ 5,000	\$ 5,000	\$ -
Travel - Training	\$ 5,000	\$ 5,000	\$ -
Memberships, Dues & Licenses	\$ 1,000	\$ 2,000	\$ 1,000
Liability Insurance	\$ 26,070	\$ 28,527	\$ 2,457
Total Contractual	\$ 643,499	\$ 674,243	\$ 30,744

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WATER DEPARTMENT

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	FY2026	FY2027	VARIANCE
Water Rights	\$ 188,738	\$ 140,000	\$ (48,738)
Water Rights	188,738	140,000	(48,738)
Improvements Other Than Bldg.	\$ 2,137,574	\$ 500,000	\$ (1,637,574)
Replace Water Mains City-Wide	2,137,574	500,000	(1,637,574)
Total Capital Outlay	\$ 2,326,312	\$ 640,000	\$ (1,686,312)
TOTAL ENTERPRISE- WATER	\$ 3,188,011	\$ 1,537,243	\$ (1,650,768)

ITEM 02 · WATER		Total Cost	
Purchase Water Rights		\$140,000	
DESCRIPTION	Acquisition of water rights to secure long-term access to water resources for the City of Leon Valley.		
BENEFIT	Purchasing water rights is a critical long-term investment in the City's water supply security. As regional water demand grows, securing water rights ensures Leon Valley has access to sufficient water resources to meet the needs of current and future residents, support economic development, and maintain compliance with state water planning requirements.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
New	New	1	\$140,000

ITEM 01 · WATER		Total Cost	
Replace Water Mains City-Wide		\$500,00	
DESCRIPTION	City-wide replacement of aging water main infrastructure originally installed between 1960 and 1990		
BENEFIT	Many of Leon Valley's water mains are 35 to 65 years old and have exceeded their useful service life. Replacing these lines will reduce water loss from leaks and breaks, improve water pressure and delivery reliability, decrease emergency repair costs, and ensure continued safe and uninterrupted water service to all residents and businesses throughout the city.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Replacement	1	\$500,000

TOTAL CAPITAL OUTLAY – WATER	\$640,000
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Sewer

\$2,358,226

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	49,518	57,170	57,170	58,355
Retirement Plan	9,839	13,290	13,290	11,546
Group Insurance	7,613	10,927	10,927	12,567
Worker Compensation	971	2,071	2,071	2,154
Overtime	35	8,000	8,000	-
Social Security	3,720	5,053	5,053	4,532
Certification Pay	940	884	884	884
Longevity Pay	1,998	900	900	1,175
Total Personnel Services	74,634	98,296	98,296	91,213
SUPPLIES				
Operating Supplies	1,142	3,000	3,000	4,200
Repairs & Maintenance - Internal	1,889	13,000	13,000	14,000
Misc. Supplies	-	6,000	6,000	-
Total Supplies	3,031	22,000	22,000	18,200
CONTRACTUAL SERVICES				
Professional Services	40,939	33,113	33,113	10,148
Contractual Services	1,673,850	1,636,763	1,636,763	1,635,938
Advertising	213	2,200	2,200	2,200
Repairs and Maintenance - External	16,702	60,000	60,000	60,000
Liability Insurance	9,554	26,070	26,070	28,527
Sewer Surcharge	13,300	12,000	12,000	12,000
Total Contractual Services	1,754,558	1,770,146	1,770,146	1,748,813
CAPITAL OUTLAY				
Improvements	-	1,791,778	1,791,778	500,000
Total Capital Outlay	-	1,791,778	1,791,778	500,000
TOTAL EXPENSES	\$ 1,832,223	\$ 3,682,220	\$ 3,682,220	\$ 2,358,226

SEWER DEPARTMENT

	FY2026	FY2027	VARIANCE
Operating Supplies	\$ 3,000	\$ 4,200	\$ 1,200
Fuel 10% Allocation	3,000	4,200	1,200
Repairs & Maintenance - Internal	\$ 13,000	\$ 14,000	\$ 1,000
Sewer Main Parts	10,000	10,000	-
Sewer Camera Repairs	1,000	2,000	1,000
VULCAN MATERIALS	-	-	-
Fleet-Repair for Vehicles & Equipment	2,000	2,000	-
Miscellaneous Supplies	\$ 6,000	\$ -	\$ (6,000)
Manhole Lids, PVC Pipe	5,000	-	(5,000)
Hand Tools, Clamps Fasteners, Nuts, Bolts	1,000	-	(1,000)
Total Supplies	\$ 22,000	\$ 18,200	\$ (3,800)
Professional Services	\$ 33,113	\$ 10,148	\$ (22,965)
Cafeteria Plan	-	100	100
Engineering Service	25,000	-	(25,000)
External Audit	8,113	10,048	1,935
Contractual Services	\$ 1,636,763	\$ 1,635,938	\$ (825)
SAWS Sewer Service	1,600,000	1,600,000	-
Techlead	5,664	9,888	4,224
TCEQ Water Sampling	100	100	-
POSTCARDS-BELLWETHER	-	-	-
Rate Software	3,800	3,800	-
Quadiant - 50%	15,000	15,600	600
WaterWorth - 30%	4,200	-	(4,200)
Novo ShareNet - 20%	2,489	2,500	11
Nearmap - 20%	2,490	2,490	-
Incode (Tyler Technologies) - 30%	3,020	1,560	(1,460)
Advertising	\$ 2,200	\$ 2,200	\$ -
Repairs & Maintenance - External	\$ 60,000	\$ 60,000	\$ -
Liability Insurance	\$ 26,070	\$ 28,527	\$ 2,457
Sewer Surcharge	\$ 12,000	\$ 12,000	\$ -
Total Contractual	\$ 1,770,146	\$ 1,748,813	\$ (21,333)

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SEWER DEPARTMENT

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	FY2026	FY2027	VARIANCE
Improvements Other Than Bldg.	\$ 1,179,444	\$ 500,000	\$ (679,444)
Replace Water Mains City-Wide	1,179,444	500,000	(679,444)
Total Capital Outlay	\$ 1,179,444	\$ 500,000	\$ (679,444)
TOTAL ENTERPRISE- SEWER	\$ 2,971,590	\$ 2,267,013	\$ (704,577)

ITEM 01 · SEWER		Total Cost	
Replace Water Mains City-Wide		\$500,00	
DESCRIPTION	City-wide replacement of aging sewer main infrastructure originally installed between 1960 and 1990		
BENEFIT	Many of Leon Valley's sewer mains are 35 to 65 years old and have exceeded their useful service life. Replacing these lines will reduce water loss from leaks and breaks, improve water pressure and delivery reliability, decrease emergency repair costs.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Replacement	1	\$500,000

TOTAL CAPITAL OUTLAY – SEWER	\$500,000
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Stormwater

\$1,037,808

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Overtime	-	-	-	-
Social Security	-	-	-	-
Longevity Pay	-	-	-	-
Total Personnel Services	-	-	-	-
SUPPLIES				
Operating Supplies	4,612	8,500	8,500	10,100
Repairs & Maintenance - Internal	2,761	1,500	1,500	3,000
Miscellaneous Supplies	480	3,600	3,600	3,600
Total Supplies	7,853	13,600	13,600	16,700
Contractual Services				
Professional Services	32,626	25,000	25,000	25,000
Contractual Services	8,609	146,952	146,952	141,408
Printing	1,930	1,000	1,000	1,000
Repairs and Maintenance - External	15,520	50,000	50,000	50,000
Travel	150	2,500	2,500	2,500
Membership, Dues & Licenses	-	300	300	1,200
Total Contractual Services	58,835	225,752	225,752	221,108
CAPITAL OUTLAY				
Improvements	-	106,413	106,413	800,000
Other Machinery & Equipment	-	276,000	276,000	-
Total Capital Outlay	-	382,413	382,413	800,000
TOTAL EXPENSES	\$ 66,688	\$621,765	\$ 621,765	\$1,037,808

STORMWATER DEPARTMENT

	FY2026	FY2027	VARIANCE
Operating Supplies	\$ 8,500	\$ 10,100	\$ 1,600
Fuel 10% Allocation	4,000	5,600	1,600
Personnel - Trash Pickers, Gloves	2,000	2,000	-
Supplies for Lawnmowers/ Trimmers	2,500	2,500	-
Repairs & Maintenance - Internal	\$ 1,500	\$ 3,000	\$ 1,500
Fleet - Oil, Fluids, Lubricant, Brooms	1,500	3,000	1,500
Miscellaneous Supplies	\$ 3,600	\$ 3,600	\$ -
ROW Maintenance	3,600	3,600	-
Total Supplies	\$ 13,600	\$ 16,700	\$ 3,100
Professional Services	\$ 25,000	\$ 25,000	\$ -
Engineering Service	25,000	25,000	-
Contractual Services	\$ 146,952	\$ 141,408	\$ (5,544)
Uniforms	2,500	2,500	-
Techlead - 10%	5,664	9,888	4,224
Debris Removal from Street Sweeping	13,000	13,000	-
Street Sweeper Maintenance	1,000	5,000	4,000
Repairs to Drainage System	85,000	75,000	(10,000)
High Sierra Flood Control	33,000	33,000	-
WaterWorth - 20%	2,800	-	(2,800)
Nearmap - 10%	730	730	-
Novo ShareNet - 10%	1,245	1,250	5
Incode (Tyler Technologies) - 20%	2,013	1,040	(973)
Printing	\$ 1,000	\$ 1,000	\$ -
Repairs & Maintenance - External	\$ 50,000	\$ 50,000	\$ -
Travel	\$ 2,500	\$ 2,500	\$ -
Memberships, Dues & Licenses	\$ 300	\$ 1,200	\$ 900
Total Contractual	\$ 225,752	\$ 221,108	\$ (4,644)

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STORMWATER DEPARTMENT

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	FY2026	FY2027	VARIANCE
Other Machinery & Equipment	\$ 276,000	\$ -	\$ (276,000)
Wood chipper 9" throat	41,000	-	(41,000)
2 ton Brush removal truck	85,000	-	(85,000)
M2 Case Backhoe	150,000	-	(150,000)
Improvements Other Than Bldg.	\$ 106,413	\$ 800,000	\$ 693,587
Seneca West Drainage	106,413	-	(106,413)
Huebner Creek Erosion Control	-	800,000	800,000
Total Capital Outlay	\$ 382,413	\$ 800,000	\$ (276,000)
TOTAL ENTERPRISE- STORMWATER	\$ 621,765	\$ 1,037,808	\$ (277,544)

ITEM 01 · STORMWATER		Total Cost	
Huebner Creek Erosion Control		\$800,000	
DESCRIPTION	Erosion control improvements along Huebner Creek to stabilize stream banks, reduce sediment runoff, and protect adjacent infrastructure.		
BENEFIT	Huebner Creek has experienced significant erosion that threatens nearby infrastructure, roadways, and private properties. This project will stabilize the creek banks, reduce sediment loading into the drainage system, mitigate flood risk for surrounding neighborhoods.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Replacement	1	\$800,000

TOTAL CAPITAL OUTLAY – STORMWATER	\$800,000
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Red Light Camera Fund

FY 2027 Proposed Budget

Red Light Camera Fund Overview

✓ Budget is Balanced

SUMMARY OF REVENUES AND EXPENDITURES

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$944,822	\$648,608	\$648,608	\$421,855
Revenues				
Red Light Camera Fines	1,813,701	1,884,258	1,884,258	2,176,803
Red Light Camera Late Fees	147,734	200,000	200,000	200,000
Interest	30,072	45,000	37,000	45,000
Miscellaneous	6,239	-	-	-
Total Revenue	1,997,746	2,129,258	2,121,258	2,421,803
TOTAL RESOURCES	\$2,942,568	\$2,777,866	\$2,769,866	\$ 2,843,658
Expenditures				
Personnel Services	811,894	919,464	919,464	739,738
Supplies	39,449	82,400	82,400	91,550
Contractual Services	837,254	1,048,886	1,048,886	1,084,692
Capital Outlay	235,099	10,423	10,423	68,000
Total Expenditures	1,923,696	2,061,173	2,061,173	1,983,980
Other Financing Uses				
Shared Personnel Services to GF	370,264	286,838	286,838	357,243
Total Other Financing Uses	370,264	286,838	286,838	357,243
TOTAL EXPENDITURES	\$2,293,960	\$2,348,011	\$2,348,011	\$ 2,341,223
ENDING FUND BALANCE	\$ 648,608	\$ 429,855	\$ 421,855	\$ 502,435

Red Light Camera

\$1,695,135

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	419,845	460,481	460,481	479,738
Retirement Plan	88,967	98,616	98,616	99,459
Group Insurance	54,116	65,565	65,565	75,399
Worker Compensation	8,265	6,212	6,212	6,462
Unemployment Compensation	-	-	-	-
Overtime	466	-	-	-
Social Security	33,561	37,496	37,496	39,039
Clothing Allowance	4,780	6,000	6,000	6,000
Stand - By	3,120	3,120	3,120	3,120
Special Pay	122	1,170	1,170	1,170
Certification Pay	20,080	19,370	19,370	20,280
Longevity Pay	7,966	7,531	7,531	9,071
Total Personnel Services	641,288	705,561	705,561	739,738
SUPPLIES				
Office Supplies	176	200	200	200
Operating Supplies	2,912	18,450	18,450	23,200
Total Supplies	3,088	18,650	18,650	23,400
CONTRACTUAL SERVICES				
Professional Services	-	920	920	860
Contractual Services	788,160	884,328	884,328	902,610
Liability Insurance	-	26,070	26,070	28,527
Total Contractual Services	788,160	911,318	911,318	931,997
TOTAL EXPENDITURES	\$1,432,536	\$1,635,529	\$1,635,529	\$1,695,135

RED LIGHT CAMERA DEPARTMENT

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 200	\$ 200	\$ -
Forayboard/ Expo Markers/ Self ink Stamps	200	200	-
Operating Supplies	\$ 18,450	\$ 23,200	\$ 4,750
Hole Punch/ Pens/Folders/Paper/Legal pads/Tape	750	750	-
Toner, Ink	1,100	1,250	150
Batteries	600	600	-
Office Furniture Replacement	1,000	-	(1,000)
Fuel	10,000	15,000	5,000
Expendable Traffic Equipment	1,600	2,200	600
Ammunition	3,400	3,400	-
Total Supplies	\$ 18,650	\$ 23,400	\$ 4,750
Professional Services	\$ 920	\$ 860	\$ (60)
Cafeteria Plan	360	300	(60)
New Hires	560	560	-
Contractual Services	\$ 884,328	\$ 902,610	\$ 18,282
City Attorney Contract (RLC Allocation)	15,000	15,000	-
Techlead - 20%	11,328	19,776	8,448
RLCATS Contract	798,000	798,000	-
RLC Legal Fees	10,000	10,000	-
RLC - City Audit	-	8,038	8,038
Computer Maintenance	10,000	10,000	-
Copier Maintenance	3,500	4,596	1,096
High Speed Internet (For RLC Videos)	17,500	17,500	-
Signal Maintenance (included all signals)	7,000	7,000	-
Axon Taser	5,000	5,500	500
Axon (Body Cameras)	7,000	7,200	200
Liability Insurance	\$ 26,070	\$ 28,257	\$ 2,187
Total Contractual	\$ 911,318	\$ 931,727	\$ 20,409
TOTAL RED LIGHT CAMERA	\$ 929,968	\$ 955,127	\$ 25,159

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Traffic Safety

\$288,845

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	104,416	126,261	126,261	-
Retirement Plan	22,849	29,872	29,872	-
Group Insurance	14,971	21,855	21,855	-
Worker Compensation	3,854	2,071	2,071	-
Overtime	11,519	18,000	18,000	-
Social Security	8,479	11,358	11,358	-
Clothing Allowance	2,311	2,000	2,000	-
Special Pay	122	-	-	-
Certification Pay	1,930	2,210	2,210	-
Longevity Pay	155	275	275	-
Total Personnel Services	170,606	213,903	213,903	-
SUPPLIES				
Office Supplies	-	700	700	1,000
Operating Supplies	19,425	40,200	40,200	43,900
Misc. Supplies	16,936	22,850	22,850	23,250
Total Supplies	36,361	63,750	63,750	68,150
CONTRACTUAL SERVICES				
Professional Services	-	1,216	1,216	1,216
Contractual Services	37,742	98,282	98,282	107,952
Repairs and Maintenance - External	11,352	12,000	12,000	15,000
Liability Insurance	-	26,070	26,070	28,527
Total Contractual Services	49,094	137,568	137,568	152,695
CAPITAL OUTLAY				
Vehicles	187,102	-	-	68,000
Other Machinery & Equipment	17,424	10,423	10,423	-
Improvements other than Building	30,573	-	-	-
Total Capital Outlay	235,099	10,423	10,423	68,000
TOTAL EXPENDITURES	\$491,160	\$425,644	\$ 425,644	\$288,845

TRAFFIC SAFETY DEPARTMENT

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	FY2026	FY2027	VARIANCE
Office Supplies	\$ 700	\$ 1,000	\$ 300
Computer cables/ HDMI, Misc. Equipment	700	1,000	300
Operating Supplies	\$ 40,200	\$ 43,900	\$ 3,700
Radar Equipment/Laptop equipment	5,500	7,200	1,700
Traffic Vehicles Lights/ Accessories and Traffic Cones	7,500	9,500	2,000
Office Furniture Replacement	5,000	-	(5,000)
Investigative Equipment/Tools	3,000	3,000	-
Fuel	10,000	15,000	5,000
Ammunition	9,200	9,200	-
Miscellaneous Supplies	\$ 22,850	\$ 23,250	\$ 400
SD Card, Batteries	550	750	200
Printer Cables	200	-	(200)
Flares	600	1,000	400
Patrol Vehicles Lights/ Accessories/ Traffic Cones	15,000	15,000	-
Traffic signs, barricades, cones, bollards	6,500	6,500	-
Total Supplies	\$ 63,750	\$ 68,150	\$ 4,400

TRAFFIC SAFETY DEPARTMENT

	FY2026	FY2027	VARIANCE
Professional Services	\$ 1,216	\$ 1,216	\$ -
Cafeteria Plan	216	216	-
New Hires	1,000	1,000	-
Contractual Services	\$ 98,282	\$ 107,952	\$ 9,670
Axon (Vehicle & Body Cameras)	27,785	28,000	215
Axon Taser	5,000	5,500	500
Axon - Interview Room	-	7,500	7,500
SAT Radio Air Time	39,997	40,000	3
Urban SDK	7,500	7,500	-
Charter Communications	1,000	1,452	452
Trusted Driver	5,000	5,000	-
First Net - Phones (Trusted Driver)	5,000	5,000	-
Cardinal CAD/RMS Service Contract	7,000	8,000	1,000
Repairs & Maintenance - External	\$ 12,000	\$ 15,000	\$ 3,000
Liability Insurance	\$ 26,070	\$ 28,527	\$ 2,457
Total Contractual	\$ 137,568	\$ 152,695	\$ 15,127
TOTAL TRAFFIC SAFETY	\$ 201,318	\$ 220,845	\$ 19,527
Vehicles	\$ -	\$ 68,000	\$ 68,000
Police Patrol Vehicle (1 w/equip)	-	68,000	68,000
Other Machinery & Equipment	\$ 10,423	\$ -	\$ (10,423)
Intersection Conflict Warning (ICWS)	10,423	-	(10,423)
TOTAL TRAFFIC SAFETY w/ Capital	\$ 211,741	\$ 288,845	\$ 77,104

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ITEM 01 · TRAFFIC SAFETY			Total Cost
Police Patrol Vehicle (1 w/equip)			\$68,000
DESCRIPTION	One fully equipped police patrol vehicle for traffic safety enforcement operations.		
BENEFIT	Replacing an aging patrol vehicle dedicated to traffic safety enforcement ensures continued effective operation of the City's traffic safety program. A fully equipped patrol vehicle supports red light camera enforcement, speed enforcement, and traffic-related incident response, contributing to safer roads and intersections throughout Leon Valley.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Replacement	1	\$68,000

TOTAL CAPITAL OUTLAY – TRAFFIC SAFETY	\$68,000
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Crime Control & Prevention Fund

FY 2027 Proposed Budget

✓ Budget is Balanced

Revenues

\$446,777

Expenditures

\$444,606

SUMMARY OF REVENUES AND EXPENDITURES

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$738,579	\$886,123	\$886,123	\$889,892
Revenues				
Crime Control Sales Tax	412,138	415,747	407,595	421,983
Interest	21,707	24,553	24,072	24,794
Miscellaneous	374	-	-	-
Total Revenue	434,219	440,300	431,667	446,777
TOTAL RESOURCES	\$ 1,172,798	\$1,326,423	\$1,317,790	\$ 1,336,669
Expenditures				
Personnel Services	195,680	268,026	268,026	276,252
Supplies	-	4,200	4,200	11,600
Contractual Services	6,930	13,179	13,179	73,389
Capital Outlay	-	65,000	65,000	223,000
Total Expenditures	202,610	350,405	350,405	584,241
Other Financing Uses				
Shared Personnal Services to GF	84,065	77,493	77,493	83,365
Total Other Financing Uses	84,065	77,493	77,493	83,365
TOTAL EXPENDITURES	\$ 286,675	\$ 427,898	\$ 427,898	\$ 667,606
ENDING FUND BALANCE	\$ 886,123	\$ 898,525	\$ 889,892	\$ 669,063

Crime Control & Prevention Fund ·

Expenditures Detail

\$584,241

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	128,893	145,912	145,912	149,472
Retirement Plan	27,697	38,066	38,066	37,694
Group Insurance	15,526	21,855	21,855	25,133
Worker Compensation	-	2,071	2,071	2,154
Overtime	1,908	34,000	34,000	34,000
Social Security	10,105	14,473	14,473	14,795
Clothing Allowance	1,012	2,000	2,000	2,000
Standby	3,120	3,120	3,120	3,120
Special Pay	1,000	-	-	-
Certification Pay	3,735	4,160	4,160	4,810
Longevity Pay	2,684	2,368	2,368	3,074
Shared Services	-	-	-	-
Total Personnel Services	195,680	268,026	268,026	276,252
SUPPLIES				
Operating Supplies	-	4,200	4,200	11,600
Total Supplies	-	4,200	4,200	11,600
CONTRACTUAL SERVICES				
Professional Services	-	-	-	10,000
Contractual Services	6,930	10,572	10,572	60,536
Liability Insurance	-	2,607	2,607	2,853
Total Contractual Services	6,930	13,179	13,179	73,389
CAPITAL OUTLAY				
Vehicles	-	65,000	65,000	73,000
Other Machinery & Equipment	-	-	-	50,000
Building	-	-	-	100,000
Total Capital Outlay	-	65,000	65,000	223,000
TOTAL EXPENDITURES	\$202,610	\$350,405	\$ 350,405	\$584,241

CRIME CONTROL DISTRICT

	FY2026	FY2027	VARIANCE
Operating Supplies	\$ 4,200	\$ 11,600	\$ 7,400
Evidence Kits	-	5,000	5,000
Evidence/ Lab Processing	-	6,600	6,600
Prior Year Supplies	4,200		(4,200)
Total Supplies	\$ 4,200	\$ 11,600	\$ 7,400
	(4,200)	-	4,200
Professional Services	\$ -	\$ 10,000	\$ 10,000
Forensic Testing	-	10,000	10,000
New Hire Expenses	-	-	-
Contractual Services	\$ 10,572	\$ 60,536	\$ 49,964
Cardinal CAD/RMSService Contract	-	10,500	10,500
Axon Taser	-	6,200	6,200
Axon (Vehicle & Body Cameras)	-	27,000	27,000
City of San Antonio - Radio air time	-	16,836	16,836
Prior Year Contractual	10,572	-	(10,572)
Liability Insurance	\$ 2,607	\$ 2,607	\$ -
Total Contractual	\$ 13,179	\$ 73,143	\$ 59,964
TOTAL CRIME CONTROL	\$ 17,379	\$ 84,743	\$ 67,364
	-	-	-
Vehicles	\$ 65,000	\$ 73,000	\$ 8,000
Vehicles	65,000	68,000	3,000
Vehicles Uplifitting	-	5,000	5,000
Other Machinery & Equipment	\$ -	\$ 50,000	\$ 50,000
Flock Camera	-	50,000	50,000
Improvements other than Building	\$ -	\$ 100,000	\$ 100,000
Property Rooms Plans	-	100,000	100,000
Total Capital Outlay	\$ 65,000	\$ 223,000	\$ 158,000
TOTAL CRIME CONTROL (w/capital)	\$ 82,379	\$ 307,743	\$ 225,364

{Section}.33.

ITEM 01 · CRIME CONTROL DISTRICT			Total Cost
Detective Vehicle (1 w/equip)			\$73,000
DESCRIPTION	One fully equipped detective vehicle for criminal investigations and plainclothes law enforcement operations.		
BENEFIT	Replaces a 2017 detective vehicle that has exceeded its useful service life. A fully equipped replacement vehicle ensures investigators have reliable, safe, and properly outfitted transportation to conduct criminal investigations, surveillance operations, and community crime prevention activities throughout Leon Valley.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
2017	Replacement	1	\$73,000

ITEM 02 · CRIME CONTROL DISTRICT			Total Cost
Flock Safety Cameras			\$50,000
DESCRIPTION	Flock Safety automated license plate reader (ALPR) cameras for strategic deployment at key locations throughout Leon Valley.		
BENEFIT	Flock Safety cameras provide 24/7 automated license plate recognition to assist officers in identifying stolen vehicles, locating suspects, and solving crimes. The system enhances investigative capabilities, deters criminal activity, and improves overall community safety without requiring additional personnel resources.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Replacement	1	\$50,000

ITEM 03 · CRIME CONTROL DISTRICT

Total Cost

Property Rooms Plans

\$100,000

DESCRIPTION

Architectural planning and design services for a new police property room facility to improve evidence storage and chain-of-custody management.

BENEFIT

A dedicated property room facility will ensure the secure and compliant storage of evidence, confiscated property, and seized assets. Proper evidence management is critical to the integrity of criminal prosecutions and compliance with state law governing chain-of-custody requirements. This investment funds the planning phase prior to construction.

ACQUISITION YEAR

Variable

PURCHASE TYPE

Replacement

QTY.

1

FY 2027 TOTAL

\$100,000

TOTAL CAPITAL OUTLAY – CRIME CONTROL

\$223,000

Community Center Fund

FY 2027 Proposed Budget

✓ Budget is Balanced

Operating Revenues

\$100,547

Operating Expenditures

\$100,056

COMMUNITY CENTER FUND

FY 2027 Budget Total

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$294,008	\$362,555	\$362,555	\$342,979
Revenues				
Hotel/Motel Taxes	107,863	85,000	85,000	85,000
Rental Fees	75,651	68,000	68,000	-
Interest	11,041	15,242	15,242	15,547
Miscellaneous	38,243	-	-	-
Total Revenue	232,798	168,242	168,242	100,547
Other Funding Sources				
Transfers in	-	-	-	-
Total Other Funding Sources	-	-	-	-
TOTAL RESOURCES	\$ 526,806	\$ 530,797	\$ 530,797	\$ 443,525
Expenditures				
Personnel Services	93,290	100,500	100,500	37,899
Supplies	1,405	13,650	13,650	13,100
Contractual Services	37,663	51,538	51,538	49,057
Capital Outlay	10,116	-	-	160,000
Total Expenditures	142,474	165,688	165,688	260,056
Other Financing Uses				
Shared Personnal Services to GF	21,777	22,131	22,131	-
Total Other Financing Uses	21,777	22,131	22,131	-
TOTAL EXPENDITURES	\$ 164,251	\$ 187,818	\$ 187,818	\$ 260,056
ENDING FUND BALANCE	\$ 362,555	\$ 342,979	\$ 342,979	\$ 183,470

COMMUNITY CENTER FUND

FY 2027 Budget Total

Community Center · Expenditures

\$260,056

Detail

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	67,967	71,294	71,294	26,432
Retirement Plan	13,353	14,344	14,344	5,152
Group Insurance	6,760	8,196	8,196	3,142
Worker Compensation	-	1,035	1,035	1,078
Social Security	5,082	5,454	5,454	2,022
Longevity Pay	128	176	176	74
Total Personnel Services	93,290	100,500	100,500	37,899
SUPPLIES				
Office Supplies	862	2,500	2,500	2,500
Operating Supplies	496	4,400	4,400	4,850
Repairs & Maintenance - Internal	47	5,750	5,750	4,750
Misc. Supplies	-	1,000	1,000	1,000
Total Supplies	1,405	13,650	13,650	13,100
CONTRACTUAL SERVICES				
Professional Services	1,978	2,626	2,626	2,326
Contractual Services	2,396	5,045	5,045	3,806
Utilities - Telephone	4,408	4,700	4,700	4,700
Utilities - Gas, Water, Electric	25,036	21,550	21,550	22,790
Printing	-	750	750	750
Advertising	499	3,100	3,100	3,100
Repairs and Maintenance - External	2,014	5,000	5,000	5,000
Membership, Dues & Licenses	1,332	1,085	1,085	1,138
Equipment Rental	-	2,000	2,000	-
Travel	-	3,075	3,075	2,840
Liability Insurance	-	2,607	2,607	2,607
Total Contractual Services	37,663	51,538	51,538	49,057
CAPITAL OUTLAY				
Office Equipment	10,116	-	-	-
Improvements	-	-	-	160,000
Total Capital Outlay	10,116	-	-	160,000
TOTAL EXPENDITURES	\$142,474	\$165,688	\$ 165,688	\$260,056

COMMUNITY CENTER

{Section}.33.

	FY2026	FY2027	VARIANCE
Office Supplies	\$ 2,500	\$ 2,500	\$ -
General Supplies	1,750	1,750	-
Toner	750	750	-
Operating Supplies	\$ 4,400	\$ 4,850	\$ 450
Solar Light Cleaning	600	600	-
Chair cleaning	2,000	2,500	500
Janitorial Supplies	-	250	250
Reception Chair	300	-	(300)
Miscellaneous - Window cleaning	1,500	1,500	-
Repairs & Maintenance - Internal	\$ 5,750	\$ 4,750	\$ (1,000)
Toilet repairs	500	-	(500)
Light fixture repairs	750	750	-
Kitchen appliance repairs	-	1,500	1,500
Other misc. repairs	2,500	2,500	-
Misc. - Add/ Replace Restroom sanitary bins (18)	2,000	-	(2,000)
Miscellaneous Supplies	\$ 1,000	\$ 1,000	\$ -
Replace Soap Dispensers	1,000	-	(1,000)
Trash Receptacles	-	1,000	1,000
Total Supplies	\$ 13,650	\$ 13,100	\$ (550)

COMMUNITY CENTER

	FY2026	FY2027	VARIANCE
Professional Services	\$ 2,626	\$ 2,326	\$ (300)
Security & Fire Alarm System	2,500	2,200	(300)
FSA Plan	126	126	-
Contractual Services	\$ 5,045	\$ 3,806	\$ (1,239)
Adobe	420	420	-
Canva	600	700	100
Constant Contact	600	840	240
Cloud Storage	-	36	36
Cable/Internet Services	1,700	-	(1,700)
Sprinklers Inspection	-	860	860
Fire Extinguishers Inspection	1,725	950	(775)
Utilities-Telephone	\$ 4,700	\$ 4,700	\$ -
Utilities-Water & Electric	\$ 21,550	\$ 22,790	\$ 1,240
Printing	\$ 750	\$ 750	\$ -
Advertising	\$ 3,100	\$ 3,100	\$ -
Repairs & Maintenance - External	\$ 5,000	\$ 5,000	\$ -
Equipment Rental	\$ 2,000	\$ -	\$ (2,000)
Travel - Training	\$ 3,075	\$ 2,840	\$ (235)
Memberships, Dues & Licenses	\$ 1,085	\$ 1,138	\$ (840)
Liability Insurance	\$ 2,607	\$ 2,607	\$ -
Total Contractual	\$ 51,538	\$ 49,057	\$ (3,374)
TOTAL COMMUNITY CENTER	\$ 65,188	\$ 62,157	\$ (3,924)
Improvements Other than Building	\$ -	\$ 160,000	\$ 160,000
Restrooms	-	160,000	160,000
TOTAL COMMUNITY CENTER(w/capital)	\$ 65,188	\$ 222,157	\$ 156,076

{Section}.33.

ITEM 01 - COMMUNITY CENTER FUND		Total Cost	
Bathroom Renovation — Conference Center		\$160,000	
DESCRIPTION	Full replacement and renovation of the restroom facilities at the Leon Valley Conference Center.		
BENEFIT	The Conference Center restrooms have exceeded their useful service life and require full renovation to meet modern standards. Updated bathroom facilities will significantly improve the guest experience for event attendees, support higher facility rental rates, increase bookings, and ensure the Conference Center remains competitive as a premier event venue in the Leon Valley community.		
ACQUISITION YEAR	PURCHASE TYPE	QTY.	FY 2027 TOTAL
Variable	Replacement	1	\$160,000

TOTAL CAPITAL OUTLAY – COMMUNITY CENTER	\$160,000
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Street Maintenance Tax Fund

FY 2027 Proposed Budget

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$1,751,192	\$1,524,563	\$1,524,563	\$1,771,090
Revenues				
Street Sales Taxes	832,349	805,727	805,727	805,727
Interest	59,203	40,800	40,800	41,616
Total Revenue	891,552	846,527	846,527	847,343
Other Financing Uses				
Transfer from General Fund	-	-	-	-
Total Other Financing Uses	-	-	-	-
TOTAL RESOURCES	\$ 2,642,744	\$ 2,371,090	\$2,371,090	\$ 2,618,433
Expenditures				
Personnel Services	-	-	-	-
Supplies	-	-	-	-
Contractual Services	1,118,181	4,681,299	600,000	2,618,433
Total Expenditures	1,118,181	4,681,299	600,000	2,618,433
TOTAL EXPENDITURES	\$ 1,118,181	\$ 4,681,299	\$ 600,000	\$ 2,618,433
ENDING FUND BALANCE	\$ 1,524,563	\$(2,310,209)	\$1,771,090	\$ -

Special Revenue Funds

FY 2027 Proposed Budget

Fund	Beginning Balance	Revenue	Expenditures	Ending Balance
Grant Fund (LEOSE)	\$6,905	\$5,412	\$12,317	\$0
Court Building Security Fund	107,007	7,040	7,040	107,007
Child Safety Fund	96,833	12,481	22,832	86,481
Municipal Court Technology	79,924	21,530	17,000	84,454
Debt Service	596,898	661,231	685,288	572,841
Police Forfeiture	1,059,933	11,548	170,917	900,565

FUND INFORMATION

ADMINISTERING AGENCY

TX Comptroller of Public Accounts
State mandated allocation program

BENEFETING DEPARTMENT

Leon Valley Police Department
Law Enforcement Continuing Education

LEGAL AUTHORITY

Senate Bill 1135 · 74th Texas Legislature

Senate Bill 1135, passed by the 74th Texas Legislature, directs the Comptroller of Public Accounts to make an annual allocation from the Law Enforcement Officer Standards and Education (LEOSE) account to qualified law enforcement agencies. Twenty percent of the account is allocated equally among qualified agencies. The remaining eighty percent is allocated based on the number of eligible law enforcement positions each agency had as of January 1 of the preceding calendar year.

FUND PURPOSE

Funds must only be spent on expenses related to the continuing education of qualified law enforcement personnel. This program includes funds for the Leon Valley Police Department to support officer training, professional development, and continuing education requirements.

ELIGIBLE EXPENSES

- Tuition and registration fees for continuing education courses.
- Subscriptions to professional publications and resources
- Equipment related to continuing education (e.g., technology, tools)
- Travel expenses related to qualifying education and training events

LEOSE FUND

FY 2027 Budget Total

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$9,838	\$9,887	\$9,887	\$6,905
Revenues				
LEOSE Grant	5,445	5,412	5,412	5,412
Total Revenue	5,445	5,412	5,412	5,412
TOTAL RESOURCES	\$ 15,283	\$ 15,299	\$ 15,299	\$ 12,317
Expenditures				
Contractual Services	5,396	8,394	8,394	12,317
TOTAL EXPENDITURES	\$ 5,396	\$ 8,394	\$ 8,394	12,317
ENDING FUND BALANCE	\$ 9,887	\$ 6,905	\$ 6,905	\$ -

Leose Fund · Expenditures Detail

\$12,317

{Section}.33.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2024-2025	2025-2026	2025-2026	2026-2027
CONTRACTUAL SERVICES				
Travel	5,396	8,394	8,394	12,317
TOTAL EXPENDITURES	\$ 5,396	\$ 8,394	\$ 8,394	\$ 12,317

FUND INFORMATION

REVENUE SOURCE \$4.90 Court Security Fee Collected per non jailable misdemeanor conviction	BENEFETING DEPARTMENT Municipal Court Court Building Security Operations
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LEGISLATIVE UPDATE

Effective May 29, 2025 · Art. 102.0175 · Texas Code of Criminal Procedure

The Texas Legislature consolidated the Municipal Court Building Security Fee and Municipal Court Technology Fee for cities with populations under 100,000. As a result:

Fees collected prior to May 29, 2025 remain restricted within their original funds.

Beginning May 29, 2025, new collections are deposited into the Consolidated Municipal Court Building Security and Technology Fund.

This fund will remain active until existing restricted balances are fully expended in accordance with statutory requirements.

FUND PURPOSE

This fund is used to account for security fee proceeds received through Municipal Court operations. Security fee proceeds can only be used to finance the direct cost of security personnel, services, and items directly related to buildings that house the operations of municipal courts.

ELIGIBLE EXPENSES

- X-ray machines
 - Walkthrough metal detectors
 - Electronic locking and surveillance equipment
 - Locks, chains, alarms, or similar security devices including bullet-proof glass.
 - Warrant officers and related equipment.
- Handheld metal detectors
 - Identification cards and systems
 - Video teleconferencing systems, personnel, signage, confiscated weapon inventory and tracking systems
 - Continuing education on security issues for court and security personnel

COURT BUILDING SECURITY FUND

FY 2027 Budget Total

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$89,701	\$102,007	\$102,007	\$107,007
Revenues				
MC Building Security Fees	10,107	13,000	13,000	5,000
Interest	2,199	2,040	2,000	2,040
Total Revenue	12,306	15,040	15,000	7,040
TOTAL RESOURCES	\$102,007	\$117,047	\$ 117,007	\$ 114,047
Expenditures				
Personnel Services	-	-	-	-
Supplies	-	-	-	-
Contractual Services	-	10,000	10,000	7,040
Capital Outlay	-	-	-	-
Total Expenditures	-	10,000	10,000	7,040
TOTAL EXPENDITURES	\$ -	\$ 10,000	\$ 10,000	\$ 7,040
ENDING FUND BALANCE	\$102,007	\$107,047	\$ 107,007	\$ 107,007

Court Building Security Fund ·
Expenditures Detail

\$7,040

{Section}.33.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2024-2025	2025-2026	2025-2026	2026-2027
PERSONNEL SERVICES				
Salaries	-	-	-	-
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Worker Compensation	-	-	-	-
Liability Insurance	-	-	-	-
Overtime	-	-	-	-
Social Security	-	-	-	-
Special Pay	-	-	-	-
Longevity Pay	-	-	-	-
Total Personnel Services	-	-	-	-
CONTRACTUAL SERVICES				
Professional Services	-	10,000	10,000	7,040
Total Contractual Services	-	10,000	10,000	7,040
TOTAL EXPENDITURES	\$ -	\$ 10,000	\$ 10,000	\$ 7,040

FUND INFORMATION

REVENUE SOURCE

\$25 Court Fee

Per qualifying traffic & school zone conviction

PRIMARY USE

School Crossing Guard

Safe Passage for Children in Leon Valley

LEGAL AUTHORITY

Article 102.014(c) & 102.014(g) · Texas Code of Criminal Procedure

Article 102.014(c) requires a person to pay \$25.00 when convicted of an offense under Subtitle C, Title 7 of the Transportation Code, when the offense occurs within a school crossing zone, passing a school bus, parent contributing to nonattendance, and some city ordinance parking violations. Article 102.014(g) instructs that the money collected must be used for a school crossing guard program if the municipality operates one.

FUND PURPOSE

The Child Safety Fund Program is dedicated to safeguarding children's well-being as they navigate busy streets within Leon Valley. The department deploys school crossing guards who serve as guardians, ensuring the safe passage of children across streets and intersections.

USE OF SURPLUS FUNDS

If the money received from fines exceeds the amount necessary to fund the school crossing guard program, the municipality may use surplus funds for the following:

- Deposit the additional money in an interest bearing account.
- Expend the additional money for programs designed to enhance child safety, health, or nutrition — including child abuse prevention and intervention, youth diversion, and drug and alcohol abuse prevention.
- Expend the additional money for programs designed to enhance public safety and security.

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$78,603	\$93,167	\$93,167	\$96,833
Revenues				
MC Child Safety Fees	18,475	10,400	10,400	10,400
Interest	2,300	2,081	2,040	2,081
Total Revenue	20,775	12,481	12,440	12,481
Other Funding Sources				
Fund Balance	-	-	-	-
Total Other Funding Sources	-	-	-	-
TOTAL RESOURCES	\$ 99,378	\$105,648	\$ 105,607	\$ 109,314
Expenditures				
Personnel Services	6,211	7,774	7,774	21,832
Supplies	-	-	-	-
Contractual Services	-	1,000	1,000	1,000
Capital Outlay	-	-	-	-
Total Expenditures	6,211	8,774	8,774	22,832
Other Financing Uses				
Transfer to Capital	-	-	-	-
Total Other Financing Uses	-	-	-	-
TOTAL EXPENDITURES	\$ 6,211	\$ 8,774	\$ 8,774	\$ 22,832
ENDING FUND BALANCE	\$ 93,167	\$ 96,874	\$ 96,833	\$ 86,481

Child Safety Fund · Expenditures
Detail

\$22,832

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	5,640	5,760	5,760	17,280
Retirement Plan	-	-	-	-
Group Insurance	-	-	-	-
Worker Compensation	-	1,035	1,035	2,154
Liability Insurance	-	-	-	-
Social Security	441	479	479	1,398
Clothing Allowance	-	500	500	1,000
Longevity	130	-	-	-
Total Personnel Services	6,211	7,774	7,774	21,832
CONTRACTUAL SERVICES				
Contractual Services	-	1,000	1,000	1,000
Total Contractual Services	-	1,000	1,000	1,000
TOTAL EXPENDITURES	\$ 6,211	\$ 8,774	\$ 8,774	\$ 22,832

FUND INFORMATION

REVENUE SOURCE

\$4.00 Court Technology Fee
Per non-jailable misdemeanor conviction

BENEFETING DEPARTMENT

Municipal Court
Court technology & systems maintenance

LEGISLATIVE UPDATE

Effective May 29, 2025 · Art. 102.0175 · Texas Code of Criminal Procedure

The Texas Legislature consolidated the Municipal Court Building Security Fee and Municipal Court Technology Fee for cities with populations under 100,000. As a result:

Fees collected prior to May 29, 2025 remain restricted within their original funds.

Beginning May 29, 2025, new collections are deposited into the Consolidated Municipal Court Building Security and Technology Fund.

This fund will remain active until existing restricted balances are fully expended in accordance with statutory requirements.

FUND PURPOSE

The Court Technology Fund is used to enhance and maintain technology within the Leon Valley Municipal Court system. Funds are used exclusively to purchase and maintain technological equipment and systems that improve court operations, increase efficiency, and enhance access to justice for all citizens who interact with the Municipal Court.

ELIGIBLE EXPENSES

- Computer systems
- Computer hardware
- Imaging systems
- Electronic ticket writers
- Computer networks
- Computer software
- Electronic kiosks
- Docket management systems

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$61,966	\$83,424	\$83,424	\$79,924
Revenues				
MC Technology Fees	19,780	12,000	12,000	20,000
Interest	1,678	1,530	1,500	1,530
Total Revenue	21,458	13,530	13,500	21,530
TOTAL RESOURCES	\$ 83,424	\$ 96,954	\$ 96,924	\$ 101,454
Expenditures				
Personnel Services	-	-	-	-
Supplies	-	-	-	8,500
Contractual Services	-	17,000	17,000	8,500
Capital Outlay	-	-	-	-
Total Expenditures	-	17,000	17,000	17,000
TOTAL EXPENDITURES	\$ -	\$ 17,000	\$ 17,000	\$ 17,000
ENDING FUND BALANCE	\$ 83,424	\$ 79,954	\$ 79,924	\$ 84,454

Court Technology Fund

Expenditures Detail

\$17,000

{Section}.33.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2024-2025	2025-2026	2025-2026	2026-2027
SUPPLIES				
Misc. Supplies	-	-	-	8,500
Total Supplies	-	-	-	8,500
CONTRACTUAL SERVICES				
Contractual Services	-	17,000	17,000	8,500
Total Contractual Services	-	17,000	17,000	8,500
TOTAL EXPENDITURES	\$ -	\$ 17,000	\$ 17,000	\$ 17,000

COURTTECHNOLOGY FUND

{Section}.33.

	FY2026		FY2027		VARIANCE	
Supplies	\$	-	\$	8,500	\$	8,500
Misc. Supplies		-		8,500		8,500
Total Supplies	\$	-	\$	8,500	\$	8,500
Contractual Services	\$	-	\$	8,500	\$	8,500
Incode (Tyler Technologies) - Court Brazos		-		8,500		8,500
Total Contractual	\$	-	\$	8,500	\$	8,500
TOTAL COURTTECHNOLOGY FUND	\$	-	\$	17,000	\$	17,000

The Debt Service Fund is used to account for the accumulation of resources for and the payment of principal and interest on general long-term debt of the City other than revenue bonds. An ad valorem property tax rate is calculated by the City annually. Property taxes are levied on January 1 each year on all taxable property within the City. The taxes become payable on October 1 following the levy date and delinquent on February 1 of the subsequent year. The annual tax levy must be sufficient in amount to meet current year debt payment requirements.

Issue	Outstanding as of 09/30/25
2021 Refunding Bond	\$3,570,000
2016 Certificates of Obligation	\$1,590,000

SUMMARY OF REVENUES AND EXPENDITURES

{Section}.33.

	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$577,210	\$581,247	\$581,247	\$596,898
Revenues				
Ad Valorem Taxes	562,609	580,451	580,451	541,337
Interest	22,628	15,300	15,300	15,606
Total Revenue	585,237	595,751	595,751	556,943
Other Funding Sources				
Transfers in from Other Funds	-	106,075	106,075	104,288
Total Other Funding Sources	-	106,075	106,075	104,288
TOTAL RESOURCES	\$ 1,162,447	\$1,283,073	\$1,283,073	\$ 1,258,129
Expenditures				
Principal	460,000	525,000	525,000	540,000
Interest	120,900	158,175	158,175	142,288
Fees	300	3,000	3,000	3,000
Total Expenditures	581,200	686,175	686,175	685,288
TOTAL EXPENDITURES	\$ 581,200	\$ 686,175	\$ 686,175	\$ 685,288
ENDING FUND BALANCE	\$ 581,247	\$ 596,898	\$ 596,898	\$ 572,841

Debt Fund · Expenditures Detail**\$685,288**

{Section}.33.

	ACTUAL	BUDGET	ESTIMATED	BUDGET
	2024-2025	2025-2026	2025-2026	2026-2027
DEBT SERVICE				
Principal - 2016 CO	-	55,000	55,000	55,000
Interest - 2016 CO	-	51,075	51,075	49,288
Principal - 2021 Refunding GO	460,000	470,000	470,000	485,000
Interest - 2021 Refunding GO	120,900	107,100	107,100	93,000
Paying Agent Fee	300	3,000	3,000	3,000
TOTAL EXPENDITURES	\$581,200	\$686,175	\$ 686,175	\$685,288

FUND INFORMATION

REVENUE SOURCE

Criminal Assets Forfeitures

Assets seized through lawful law enforcement means

BENEFETING DEPARTMENT

Leon Valley Police Department

Law enforcement purposes only

LEGISLATIVE UPDATE

Texas Code of Criminal Procedure · Chapter 59 · Asset Forfeiture

As mandated by state law, this fund provides a dedicated repository for allocating and utilizing assets seized through lawful means. Operating within strict regulatory frameworks, the fund ensures compliance with legal obligations, safeguarding against misuse or misappropriation of seized assets.

FUND PURPOSE & MISSION

This fund serves as a vital mechanism for the transparent and accountable management of proceeds derived from criminal asset forfeitures. It stands as a testament to the City's commitment to uphold the principles of justice and integrity within law enforcement operations.

The mission of the Police Forfeiture Fund is twofold: firstly, to responsibly manage and allocate seized assets in accordance with legal statutes, and secondly, to utilize these resources exclusively for law enforcement purposes. Through prudent fiscal management and transparent accounting practices, the fund facilitates the enhancement of law enforcement capabilities.

ELIGIBLE USES

- Equipment upgrades for law enforcement operations
- Community outreach efforts supporting public safety
- Officer training programs and professional development
- Initiatives advancing law enforcement objectives and capabilities

SUMMARY OF REVENUES AND EXPENDITURES

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
BEGINNING FUND BALANCE	\$1,058,032	\$1,008,320	\$1,008,320	\$1,059,933
Revenues				
Seizures	136,713	-	202,916	-
Interest	20,672	11,322	11,322	11,548
Miscellaneous	8,500	-	-	-
Total Revenue	165,885	11,322	214,238	11,548
TOTAL RESOURCES	\$1,223,917	\$1,019,642	\$1,222,558	\$ 1,071,482
Expenditures				
Personnel Services	-	95,625	95,625	98,084
Supplies	3,010	-	-	-
Contractual Services	1,687	4,607	2,000	4,833
Capital Outlay	210,900	65,000	65,000	68,000
Total Expenditures	215,597	165,232	162,625	170,917
Other Financing Uses				
Transfer to Capital	-	-	-	-
Total Other Financing Uses	-	-	-	-
TOTAL EXPENDITURES	\$ 215,597	\$ 165,232	\$ 162,625	\$ 170,917
ENDING FUND BALANCE	\$1,008,320	\$ 854,410	\$1,059,933	\$ 900,565

Forfeiture Fund · Expenditures Detail

\$170,917

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	ACTUAL 2024-2025	BUDGET 2025-2026	ESTIMATED 2025-2026	BUDGET 2026-2027
PERSONNEL SERVICES				
Salaries	-	61,879	61,879	63,429
Retirement Plan	-	13,174	13,174	12,937
Group Insurance	-	10,927	10,927	12,567
Worker Compensation	-	1,035	1,035	1,078
Overtime	-	-	-	-
Social Security	-	5,009	5,009	5,078
Clothing Allowance	-	1,000	1,000	1,000
Special Pay	-	1,170	1,170	1,170
Certification Pay	-	1,430	1,430	780
Longevity Pay	-	-	-	45
Total Personnel Services	-	95,625	95,625	98,084
SUPPLIES				
Operating Supplies	3,010	-	-	-
Total Supplies	3,010	-	-	-
CONTRACTUAL SERVICES				
Contractual Services	1,687	2,000	2,000	1,980
Liability Insurance	-	2,607	-	2,853
Total Contractual Services	1,687	4,607	2,000	4,833
CAPITAL OUTLAY				
Vehicles	210,900	65,000	65,000	68,000
Total Capital Outlay	210,900	65,000	65,000	68,000
TOTAL EXPENDITURES	\$215,597	\$165,232	\$ 162,625	\$170,917

Personnel

FY 2027 Proposed Budget

Salaries Adjusted to Salary Scale

Salaries have been adjusted to based salary scale and 2% COLA.

Longevity Pay

Funds longevity pay for all qualifying full-time City employees.

Longevity Payment Schedule

Paid annually in November.

Medical Insurance Program — 15% Estimated Increase

The proposed budget includes funding for the City's Medical Insurance Program providing medical, dental, vision and life insurance coverage with a 15% estimated increase.

- The program provides medical insurance to employees at no cost
- Dependent insurance cost is paid for by the employee

Retirement Funding — 19.49% Effective January 1, 2027

Funds the retirement at 19.49% effective January 1, 2027.

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Christmas Holidays — City is Closed

- Thursday, December 24 to Monday, January 4
 - **The City will Reopen Monday, January 4**

Next Steps

FY 2027 Proposed Budget



Budget Public Hearing and Formal Adoption

August 25th, 2026



Tax Rate Public Hearing and Formal Adoption

September 8th, 2026

10 Year Capital Plan

FY 2027 Proposed Budget

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN

DEPARTMENTS	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36	Total Capital
Municipal Court	-	-	-	-	-	-	-	-	-	-	-
Finance	-	-	-	-	-	-	-	-	-	-	-
City Manager & Council	-	-	-	-	-	-	-	-	-	-	-
Information Technology	-	-	-	6,500	33,500	6,500	6,500	6,500	-	-	59,500
Police	306,500	171,200	73,000	65,000	-	68,000	68,000	7,000	7,000	144,500	910,200
Impound Lot	-	-	10,000	-	-	-	-	-	10,000	-	20,000
Fire	520,000	782,000	650,000	524,000	525,000	1,570,000	560,000	35,000	140,000	1,535,000	6,841,000
Public Works	313,000	298,500	350,000	367,000	355,000	340,000	265,000	230,000	245,000	64,600	2,828,100
Planning & Zoning	-	-	-	-	-	-	-	-	-	75,000	75,000
Code & Animal Control	-	90,000	-	-	-	-	-	-	-	-	90,000
Parks	1,812,363	1,655,135	116,000	370,000	40,000	1,080,000	25,000	-	114,000	250,000	5,462,498
Library	110,000	57,000	30,000	-	90,000	25,000	-	-	29,000	24,000	365,000
TOTAL	\$3,061,863	\$3,053,835	\$ 1,229,000	\$ 1,332,500	\$1,043,500	\$3,089,500	\$ 924,500	\$ 278,500	\$ 545,000	\$ 2,093,100	\$16,651,298

FY26 General Fund Unassigned Fund Balance (Unaudited) \$ 7,316,976

FY27 General Fund Unassigned Fund Balance (Unaudited) \$ 4,255,113

FY27 Future Capital Purchase Fund Balance (Unaudited) \$ 275,000

DEPARTMENTS	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36	Total Capital
Economic Development	340,000	5,000	-	-	-	-	-	-	-	-	-
TOTAL	\$ 340,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY26 Economic Development Fund Balance (Unaudited) \$ 962,079

FY27 Economic Development Fund Balance (Unaudited) \$ 622,079

DEPARTMENTS	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36	Total Capital
Tree Mitigation	180,000	-	-	-	-	1,000,000	-	-	-	-	-
TOTAL	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -

FY 26 Tree Mitigation Fund Balance (Unaudited) \$ 668,975

FY 27 Tree Mitigation Fund Balance (Unaudited) \$ 488,975

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
INFORMATION TECHNOLOGY

{Section}.33.

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Meraki 48 port Switch (1) - Library	Variable	Replacement				6,500						
Meraki 48 port Switch (1) - Public Works	Variable	Replacement					6,500					
Data center Server - All	Variable	Replacement					27,000					
Meraki 48 port Switch (1) - Police	Variable	Replacement						6,500				
Meraki 48 port Switch (1) - Fire	Variable	Replacement							6,500			
Meraki 48 port Switch (1) - City Hall	Variable	Replacement								6,500		
TOTAL INFORMATION TECHNOLOGY			\$ -	\$ -	\$ -	\$ 6,500	\$ 33,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	\$ -

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
POLICE DEPARTMENT

{Section}.33.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>FY 34-35</i>	<i>FY 35-36</i>
Gym Equipment - Universal Trainer	2015	Replacement	6,500									
Property Rooms Plans	New	New	300,000									
Radios	Variable	Replacement		150,000								
Duty Firearm	Variable	Replacement		15,000								
Gym Equipment - Pro-Stepper	Variable	Replacement		6,200								
Patrol Vehicle (1 w/equip)	Variable	Replacement			68,000							
Gym Equipment - Misc.	Variable	Replacement			5,000							
Mobile Digital Terminals	Variable	Replacement				65,000						
Detective Vehicle (1 w/equip)	Variable	Replacement						68,000				
Patrol Vehicle (1 w/equip)	Variable	Replacement							68,000			
Gym Equipment - Treadmill	Variable	Replacement								7,000		
Gym Equipment - Universal Trainer	Variable	Replacement									7,000	
Patrol Vehicle (1 w/equip)	Variable	Replacement										68,000
Mobile Digital Terminals	Variable	Replacement										70,000
Gym Equipment - Pro-Stepper	Variable	Replacement										6,500
TOTAL POLICE			\$306,500	\$171,200	\$73,000	\$65,000	\$ -	\$68,000	\$68,000	\$7,000	\$7,000	\$144,500

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
IMPOUND LOT

{Section}.33.

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Lot Maintenance - Sealcoat/Striping	2025	Replacement			10,000							
Lot Maintenance - Sealcoat/Striping	2029	Replacement									10,000	
TOTAL IMPOUND LOT			\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ -

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
FIRE DEPARTMENT

{Section}.33.

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Stretcher	2014	Replacement	50,000									
Rescue Air Bags	2013	Replacement	30,000									
Thermal Imaging Camera (3)	Variable	Replacement	30,000									
Extron Server	Variable	Replacement	15,000									
Ambulance with Power Load System - M159B*	2013	Replacement	250,000									
Support Truck S159	2012	Replacement	100,000									
Auto Pulse	Variable	Replacement	45,000									
Covered Parking for City Vehicles/Equip	New	New		20,000								
Brush Truck R159	2014	Replacement		250,000								
Exterior Painting	2014	Replacement		50,000								
Fire - Gear Extractor	2013	Replacement		12,000								
Automatic Bay Doors - Repair	Variable	Replacement		25,000								
Breathing Air Compressor	Variable	Replacement		100,000								
SCBA's (30)	Variable	Replacement		325,000								
Stretcher	Variable	Replacement			50,000							
Extraction Tools (3)	Variable	Replacement			150,000							
DW Camera System	Variable	Replacement			25,000							
Ambulance with Power Load System - M159A	2018	Replacement			425,000							
Water Heater Replacement	Variable	Replacement				10,000						
Cardiac Monitors (5)	Variable	Replacement				250,000						
Generator for EMS (2)	Variable	Replacement				14,000						
Mechanical CPR Device (4)	Variable	Replacement				80,000						
Vehicle Assistant Fire Chief	2021	Replacement				85,000						
DFM Vehicle - DFM 159	2019	Replacement				85,000						
AC System	Variable	Replacement					50,000					
Stretcher	Variable	Replacement					50,000					
Ambulance with Power Load System - M159C	2020	Replacement					425,000					
SCBA's (3)	Variable	Replacement						35,000				
Engine E159A	2016	Replacement						1,500,000				
Emergency Generator	Variable	Replacement						35,000				
Stretcher	Variable	Replacement							50,000			
Ambulance with Power Load System - M159D	2025	Replacement							425,000			
Fire Chief Truck	2025	Replacement							85,000			
Generator and ATS	Variable	Replacement								35,000		
Stretcher	Variable	Replacement									50,000	
Station Alerting	Variable	Replacement									30,000	
Flood Siren Server	Variable	Replacement									30,000	
One Rain Server	2023	Replacement									30,000	
Engine E159B	2022	Replacement										1,500,000
Utility Terrain Vehicle	2024	Replacement										35,000
TOTAL FIRE DEPARTMENT			\$520,000	\$782,000	\$650,000	\$524,000	\$525,000	\$1,570,000	\$560,000	\$ 35,000	\$140,000	\$1,535,000

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
PUBLIC WORKS

{Section}.33.

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
M14 F150 Pick-Up 1/2 Ton	2013	Replacement	65,000									
M3 Ford F-150	2012	Replacement	65,000									
Public Works Building Plans & Engineering	New	New	150,000									
City Hall - AC Cleaning	New	New	33,000									
Exterior Painting City Hall	2015	Restoring		70,000								
Roof Kinman House	2017	Replacement		8,500								
Exterior Painting Kinman House	2017	Restoring		10,000								
M6A Case Loader Backhoe	2015	Replacement		150,000								
M15 Chevrolet Silverado 2500	2016	Replacement		60,000								
C21 International Water Truck	2010	Replacement			100,000							
C20 Southwest Gooseneck Trailer	2017	Replacement			75,000							
C22 Cart-Away Concrete Mixer Trailer	2018	Replacement			20,000							
C23 Doosan Forklift	2018	Replacement			40,000							
C19 Asphalt Zipper	2007	Replacement			115,000							
AC System Repair 6429	2017	Replacement				12,000						
AC System (AC Technical/HTC) City Hall Repair	2015	Replacement				150,000						
M16 Chevy Silverado 1/2 Ton	2017	Replacement				60,000						
C12A Doosan Compressor	2013	Replacement				30,000						
C18 Ingersoll Rand Roller	1999	Replacement				50,000						
M22 Chevrolet Silverado	2019	Replacement				65,000						
Water Heater Replacement Kinman House	2020	Replacement					5,000					
AC System Kinman House	2020	Replacement					15,000					
C10A Leeboy Motor Grader	2014	Replacement					100,000					
M21 Ford F350 Truck Flatbed	2019	Replacement					45,000					
C25 International Dump Truck	2020	Replacement					100,000					
C26 Concrete Load Pro	2020	Replacement					80,000					
Car washing Equipment	2021	Replacement					10,000					
C25 International Dump Truck	2020	Replacement						100,000				
C26 Concrete Load Pro	2020	Replacement						80,000				
Car washing Equipment	2021	Replacement						10,000				
Traffic Signal System - Huebner/Evers	2017	Replacement						150,000				
ST01 Onan generator	2000	Replacement							115,000			
M24 GMC 2500 Supercab 4x2	2023	Replacement							65,000			
M21 Ford F350 Truck Flatbed	2019	Replacement							70,000			
Water Heater Replacement 6429	2022	Replacement							5,000			
Water Heater Replacement (PD)	2022	Replacement							10,000			
C16 Broce Broom	2022	Replacement								70,000		
Water Heater Replacement (City Hall)	2023	Replacement								10,000		
Traffic Signal Hubner and Evers	2016	Replacement								150,000		
Traffic Signal System - Wurzbach	2017	Replacement									150,000	
M27 Kubota tractor & shredder	2023	Replacement									60,000	
Emergency Generator 6429		Replacement									35,000	
ATV (2 seater)	2025	Replacement										15,000
Concrete grinder walk behind	2025	Replacement										12,000
Equipment trailer	2025	Replacement										7,000
C30 Custom Trailer	2025	Replacement										30,600
TOTAL PUBLIC WORKS			\$313,000	\$298,500	\$350,000	\$367,000	\$355,000	\$340,000	\$265,000	\$230,000	\$245,000	\$ 64,600

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
PLANNING AND ZONNING

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Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Comprehensive Master Plan update	2026	Replacement										75,000
TOTAL PLANNING & ZONNING			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
ECONOMIC DEVELOPMENT

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Royal Title LP*	2025	Incentive	15,000									
Little Caesars*	2025	Incentive	35,000	5,000								
Hotel Feasibilities Study	New	New	40,000									
Public Works Building Plans & Engineering	New	New	150,000									
Tyler Technologies (Incode)	Update	Update	100,000									
TOTAL ECONOMIC DEVELOPMENT			\$ 340,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

* Indicates future payments related to previously approved EDC incentive agreements.

FY26 Economic Development Fund Balance (Unaudited) \$ 962,079
FY27 Economic Development Fund Balance (Unaudited) \$ 622,079

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
CODE & ANIMAL CONTROL

{Section}.33.

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Animal Control Truck	2017	Replacement		75,000								
Animal Control Repurpose Pick Up Truck	Variable	Replacement		15,000								
TOTAL CODE & ANIMAL CONTROL			\$ -	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
PARKS

{Section}.33.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>FY 34-35</i>	<i>FY 35-36</i>
Hike & Bike Trail Segment II	New	New	1,260,312									
Veterans Park Monument	New	New	5,360									
H&B Sprinkler System	New	New	366,691									
ROW Tree Removal - Tree Mitigation Fund	New	New	90,000									
Natural Area - Tree Mitigation Fund	New	New	90,000									
FO Pool*	Variable	Replacement		1,655,135								
Silo Park Playscape	2018	Replacement			50,000							
Old Mill Pavilion	2018	Replacement			16,000							
Old Mill Park Playscape	2018	Replacement			50,000							
RRP Multi-purpose play structure	1996	Replacement				125,000						
RRP Playground Equipment Natural Area	2013	Replacement				50,000						
RRP Shade Structures	2019	Replacement				180,000						
Silo Fitness Equipment	2016	Replacement				15,000						
Old Mill fencing	2018	Replacement					40,000					
Ridge Park fitness equipment	2018	Replacement						15,000				
Ridge Park Pavilion	2019	Replacement						15,000				
Ridge Park Playscape	2019	Replacement						50,000				
Bandera Rd - Tree Mitigation Fund **	New	New						1,000,000				
Silo Park Pavilion	2016	Replacement							25,000			
Lawnmower 60"	2025	Replacement									15,000	
Veterans Park Monument	2026	Replacement									24,000	
Pool Repairs - Replastering	2026	Replacement									75,000	
Hike & Bike Trail Segment II	2026	Replacement										250,000
TOTAL PARKS			\$1,812,363	\$1,655,135	\$116,000	\$370,000	\$40,000	\$1,080,000	\$25,000	\$ -	\$114,000	\$250,000

* Indicates project is expected to be funded, in whole or in part, by grant funding.

**Bandera Rd Parkway trees, Benches

CITY OF LEON VALLEY
GENERAL FUND 10 YEAR CAPITAL ACQUISITION PLAN
LIBRARY

{Section}.33.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>FY 34-35</i>	<i>FY 35-36</i>
Flooring Carpet Tiles	Variable	Restoring	110,000									
A/C Unit	Variable	Replacement		12,000								
Adult & YA Tables & Seating	1991	Replacement		20,000								
Kitchen Update	Variable	Restoring		25,000								
Exterior Painting	Variable	Restoring			30,000							
AC System Replacement	Variable	Replacement					60,000					
Water Heater Replacement	Variable	Replacement					5,000					
Children's Furniture Update	2013	Replacement					25,000					
Flooring	2025	Replacement						25,000				
A/C Unit	Variable	Replacement									24,000	
Ceiling Fans - exterior	2025	Replacement									5,000	
A/C Unit	Variable	Replacement										24,000
TOTAL LIBRARY			\$110,000	\$57,000	\$30,000	\$-	\$90,000	\$25,000	\$-	\$-	\$29,000	\$24,000

CITY OF LEON VALLEY
ENTERPRISE FUND 10 YEAR CAPITAL ACQUISITION PLAN

{Section}.33.

DEPARTMENTS	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36	Total Capital
*Water	640,000	640,000	810,000	730,000	755,000	640,000	-	1,514,000	-	-	5,729,000
*Sewer	500,000	625,000	560,000	500,000	500,000	500,000	-	-	-	-	3,185,000
TOTAL	\$ 1,140,000	\$ 1,265,000	\$1,370,000	\$1,230,000	\$1,255,000	\$1,140,000	\$ -	\$1,514,000	\$ -	\$ -	\$ 8,914,000

**Indicates Priorities previously adopted by council*

FY 26 Unassigned Net Position (Unaudited) \$ 868,840

FY 27 Unassigned Net Position (Unaudited) \$ (271,160)

DEPARTMENTS	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36	Total Capital
Stormwater	800,000	270,000	-	200,000	70,000	70,000	55,000	-	-	150,000	1,615,000
TOTAL	\$ 800,000	\$ 270,000	\$ -	\$ 200,000	\$ 70,000	\$ 70,000	\$ 55,000	\$ -	\$ -	\$150,000	\$ 1,615,000

FY 26 Stormwater Net Position (Unaudited) \$ 833,749

FY 27 Stormwater Net Position (Unaudited) \$ 33,749

CITY OF LEON VALLEY
ENTERPRISE FUND 10 YEAR CAPITAL ACQUISITION PLAN
WATER DEPARTMENT

{Section}.33.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>FY 34-35</i>	<i>FY 35-36</i>
Replace Water Mains City-Wide	1960 - 1990	Replacement	500,000									
Purchase Water Rights	New	New	140,000									
Replace Water Mains City-Wide	1960 - 1990	Replacement		500,000								
Purchase Water Rights	New	New		140,000								
S136 Leeboy Asphalt Distributor	2017	Replacement			100,000							
S137 Dynpac Roller	2017	Replacement			70,000							
Replace Water Mains City-Wide	1960 - 1990	Replacement			500,000							
Purchase Water Rights	New	New			140,000							
W13 Ford F550 Dump Truck	2018	New				100,000						
W8 Backhoe	2009	Replacement				130,000						
Replace water mains city-wide	1960-1990	Replacement				500,000						
ST01 Onan 100KW Generator	2010	Replacement					115,000					
Replace Water Mains City-Wide	Replacement	Replacement					500,000					
Purchase Water Rights	New	New					140,000					
Replace Water Mains City-Wide	Replacement	Replacement						500,000				
Purchase Water Rights	New	New						140,000				
S122 Top Hat Trailer	2014	Replacement								7,000		
S123 Top Hat Trailer	2014	Replacement								7,000		
Marshall Elevated Water Storage Tank	1935	Replacement								1,500,000		
TOTAL WATER DEPARTMENT			\$640,000	\$640,000	\$810,000	\$ 730,000	\$755,000	\$640,000	\$ -	\$1,514,000	\$ -	\$ -

CITY OF LEON VALLEY
ENTERPRISE FUND 10 YEAR CAPITAL ACQUISITION PLAN
SEWER DEPARTMENT

{Section}.33.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>FY 34-35</i>	<i>FY 35-36</i>
Replace Sewer Mains City-Wide	1960 - 1990	Replacement	500,000									
W10 3/4 Ton Pickup Truck	2016	Replacement		65,000								
Replace Sewer Mains City-Wide	1960 - 1990	Replacement		500,000								
W12 Vermeer Vac-Tron Trailer	2017	Replacement		60,000								
W11 Sewer Jet Machine	2016	Replacement			60,000							
Replace Sewer Mains City-Wide	1960 - 1990	Replacement			500,000							
Replace sewer mains city-wide	1960-1990	Replacement				500,000						
Replace Sewer Mains City-Wide	Replacement	Replacement					500,000					
Replace Sewer Mains City-Wide	Replacement	Replacement						500,000				
TOTAL SEWER DEPARTMENT			\$500,000	\$625,000	\$560,000	\$500,000	\$500,000	\$500,000	\$ -	\$ -	\$ -	\$ -

CITY OF LEON VALLEY
ENTERPRISE FUND 10 YEAR CAPITAL ACQUISITION PLAN
STORMWATER DEPARTMENT

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Huebner Creek Erosion Control	Variable	Replacement	800,000									
S143 Hustler Super Z HD	2017	Replacement		20,000								
S144 John Deere Rotary Cutter	2018	Replacement		250,000								
S135 Vermeer Chipper	2017	Replacement				70,000						
Stewart Amos Isuzu Street Sweeper	2018	Replacement				130,000						
S197 Vermeer Chipper	2025	Replacement					70,000					
M18 John Deere Mower Tractor w/Shred	2018	Replacement						70,000				
W-17 Excavator Trailer	2023	Replacement							15,000			
W-15 John Deere Mini Excavator	2022	Replacement							40,000			
M29 JCB Backhoe	2025	Replacement										150,000
TOTAL STORMWATER DEPARTMENT			\$800,000	\$270,000	\$ -	\$200,000	\$70,000	\$70,000	\$55,000	\$ -	\$ -	\$150,000

CITY OF LEON VALLEY
CRIME CONTROL FUND 10 YEAR CAPITAL ACQUISITION PLAN

{Section}.33.

Item	Acquisition Date	Purchase Type	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	FY 34-35	FY 35-36
Detective Vehicle (1 w/equip)	2017	Replacement	73,000									
Flock Safety Cameras	Variable	Replacement	50,000									
Property Rooms Plans	New	New	100,000									
Radios	Variable	Replacement		250,000								
Duty Firearm	Variable	Replacement		15,000								
Patrol Vehicle (1 w/equip)	Variable	Replacement			68,000							
Flock Safety Cameras	Variable	Replacement				50,000						
TOTAL CRIME CONTROL FUND			\$223,000	\$265,000	\$ 68,000	\$50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY26 Crime Control Fund Balance (Unaudited) \$ 821,123
FY27 Crime Control Fund Balance (Unaudited) \$ 598,123

CITY OF LEON VALLEY
COMMUNITY CENTER FUND 10 YEAR CAPITAL ACQUISITION PLAN

{Section}.33.

<i>Item</i>	<i>Acquisition Date</i>	<i>Purchase Type</i>	<i>FY 26-27</i>	<i>FY 27-28</i>	<i>FY 28-29</i>	<i>FY 29-30</i>	<i>FY 30-31</i>	<i>FY 31-32</i>	<i>FY 32-33</i>	<i>FY 33-34</i>	<i>FY 34-35</i>	<i>FY 35-36</i>
Bathrooms	Variable	Replacement	160,000									
Exterior Painting 6427	2020	Restoring		25,000								
Exterior Painting 6421	2020	Restoring		25,000								
Flooring 6427	2006	Replacement			20,000							
AC System 6427	2018	Replacement				50,000						
Water Heater Replacement 6421	2020	Replacement				5,000						
AC System 6421	2020	Replacement					50,000					
Water Heater Replacement 6427	2024	Replacement							5,000			
Ceiling Fans - exterior 6421	2020	Replacement								5,000		
TOTAL COMMUNITY CENTER			\$ 160,000	\$50,000	\$20,000	\$55,000	\$50,000	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -

FY 26 Community Center Fund Balance (Unaudited) \$ 362,544
FY 27 Community Center Fund Balance (Unaudited) \$ 202,544

FY 2027 PROPOSED ANNUAL OPERATING BUDGET

{Section}.33.





**CITY OF LEON VALLEY
CITY COUNCIL REGULAR MEETING**
Leon Valley City Council Chambers
6400 El Verde Road, Leon Valley, TX 78238
Tuesday, July 21, 2026 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 Danielle Bolton
Council Place 2 Betty Heyl
Council Place 3 Philip Campos
Council Place 4 Rey Orozco
Mayor Pro-Tem, Council Place 5 Beth Mursch

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 asked Council Place 2, Betty Heyl, to lead the Pledge of Allegiance.

2. Citizens to be Heard - Citizens wishing to address the City Council for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the City Council is restricted from discussing or acting on items not listed on this agenda.

Those who spoke at this time were Olivia Espinosa, Michelle Alonzo, Jaden Metcalf, Maria Alonzo, Gabby Metcalf, Hope Alonzo, Aquines Alonzo, and Robin Johnson.

3. Presentations

1. **Presentation and Discussion of the Monthly Financial Report Ending June 30, 2026 - C. Goering, Finance Director**

Carol Goering, Finance Director, presented the Monthly Financial Report ending June 30, 2026.

2. **Presentation, Discussion and Workshop on an Ordinance Related to the Fiscal Year 2026-2027 Proposed Budget (1st Reading was held on 06/02/26) - Dr. Caldera, City Manager**

Dr. Crystal Caldera, City Manager, continued the presentation of the proposed Fiscal Year 2026-2027 Budget from where she left off during the July 14, 2026, Special City Council Meeting.

There was a brief discussion regarding future July 4th celebrations, during which various options were discussed. Mayor Riley announced that there would be another opportunity for the public to voice their concerns regarding the July 4th Celebration on Saturday, July 25, 2026, from 9:00 a.m. to 11:00 a.m. at the Coffee with the Mayor & City Council event. The public was encouraged to attend.

Dr. Caldera, City Manager, continued the budget presentation, beginning with the Enterprise Fund.

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.

Mayor Chris Riley and members of the City Council shared announcements.

5. City Manager's Report

1. **Upcoming Important Events:**

- **July 25, 2026 – Coffee with the Mayor & City Council**
9:00 AM – 11:00 AM - Leon Valley Conference Center
- **August 04, 2026 – Regular City Council Meeting**
6:30 PM - City Council Chambers
- **Miscellaneous other Events and Announcements**

Dr. Crystal Caldera, City Manager, announced that the City Manager's Report was available in print in the foyer and posted on the City's website.

City Manager Caldera also provided the following updates:

- Commended Crystal Miranda, Community Relations Director, for putting together the July 4th Celebration in such a short time.
- Commended Fire, Police, and Public Works for all their efforts during the recent flooding.
- Commended Regina Reed, Library Director, for her efforts in obtaining multiple grants.

6. Consent Agenda - All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of a Consent Agenda item unless a member of City Council requests that the item be pulled from the Consent Agenda and considered in its normal sequence on the Regular Agenda.

A motion was made by Council Place 3, Campos to approve the Consent Agenda as presented. The motion was seconded by Mayor Pro Tem, Council Place 2, Heyl.

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

The motion passed unanimously.

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:**
 - a. 06-02-2026 Regular City Council Meeting Minutes**
 - b. 06-06-2026 Special City Council Meeting - City Council - Manager Annual Retreat Minutes**
 - c. 06-10-2026 Special City Council Meeting Minutes**
 - d. 07-14-2026 Special City Council Meeting Minutes**
- 2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
 - a. 08-12-2025 Board of Adjustment Minutes**
 - b. 04-09-2026 Library Advisory Board Meeting Minutes**
 - c. 05-14-2026 Library Advisory Board Meeting Minutes**
- 3. Discussion and Possible Action of the Quarterly Investment Report for the Quarter Ended June 30, 2026 - C. Goering, Finance Director**
- 4. Presentation and Discussion of the Monthly Financial Report Ending May 31, 2026 - C. Goering, Finance Director**
- 5. Discussion and Possible Action on a Resolution Appointing a Member to the Economic and Community Development Advisory Committee - S. Passailaigue, City Secretary**
- 6. Discussion and Possible Action on a Resolution Appointing an Alternate to the Planning & Zoning Commission - S. Passailaigue, City Secretary**

7. **Discussion and Possible Action of a Resolution Approving the Title VI Program for the City of Leon Valley and Assurance Related to Compliance with the Non-Discrimination Requirements of Title VI and Related Non-Discrimination Authorities - D. Dimaline, Public Works Director**
8. **Discussion and Possible Action on an Ordinance of the City of Leon Valley Accepting Grant Funds from the Dollar General Literacy Foundation and Authorizing a Budget Adjustment for the Fiscal Year 2025-2026 to the General Fund Budget in the amount of \$10,000 for the purpose to support Workforce Development and Adult Education at the Leon Valley Public Library (1st Read was held on 07-14-2026) - R. Reed, Library Director**
9. **Discussion and Possible Action on an Ordinance of the City of Leon Valley Accepting Grant Funds from the Texas State Library and Archives Commission (TSLAC) and Authorizing a Budget Adjustment for the Fiscal Year 2025-2026 to the General Fund Budget in the amount of \$75,000 for the purpose to support Workforce Development and Adult Education at the Leon Valley Public Library (1st Read was held on 07-14-2026) - R. Reed, Library Director**
10. **Discussion and Possible Action on an Ordinance of the City of Leon Valley Accepting Grant Funds from the Texas Book Festival and Authorizing a Budget Adjustment for the Fiscal Year 2025-2026 to the General Fund Budget in the amount of \$2,500 for the purpose of enhancing the Adult Nonfiction Collection at the Leon Valley Public Library (1st Read was held on 07-14-2026) - R. Reed, Library Director**

7. Regular Agenda

1. **Presentation, Discussion and Possible Action of a Resolution Authorizing Staff to Apply for a Federal, Department of Justice, Technology and Equipment Program, COPS Grant - D. Gonzalez, Police Chief**

This item was pulled from tonight's agenda.

2. **Presentation, Discussion, and Possible Action on the First Amendment to the Chapter 380 Economic Development Agreement between the City of Leon Valley, Texas and 6400 Bandera, LP and Xuyan Lang and David Weiner - S. Woeppel, Economic Development & Special Projects Director**

Sarah Woeppel, Economic Development & Special Projects Director, presented the item.

A motion was made by Council Place 3, Campos to accept the amendment as presented. The motion was seconded by Council Place 1, Bolton.

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

The motion passed unanimously.

3. **Presentation and Discussion on Amending an Ordinance of The City of Leon Valley, Texas, Chapter 2, "Animal Control," of The Code of Ordinances; Amending Definitions; Revising Regulations Governing Prohibited Animals; Authorizing Certain Licensed Zoological Parks, Aquariums, and Educational Animal Exhibition Facilities to Possess Otherwise Prohibited Animals Subject to Specified Safety Requirements; Establishing Pet Shop Requirements Regarding the Source of Dogs and Cats Offered for Sale or Adoption (1st Reading as Required by the City Charter) - Dr. Caldera, City Manager**

Dr. Crystal Caldera, City Manager, presented the item.

There was a consensus among the members of the City Council to provide six (6) months to comply with the amendments.

This item will be placed on the August 4, 2026, Regular City Council Regular Agenda for a second reading.

There was also a consensus among the members of the City Council to provide advance notice to the local pet stores.

4. **Presentation and Discussion on Amending Ordinance Chapter 4, Business Regulations, Article 4.14 Short Term Rental to Expand Prohibition from 200 Feet on the Same Block Face to 300 Foot Radius, Not Claiming Homestead Exemption on a Home Operating as a Short Term Rental, Establishing Occupancy Standards to Maximum Floor Area Allowance Per Occupant at 200 Gross, Not Allowing Permits to be Transferable, Require that any trash dispersed beyond property boundaries be collected, removed, or disposed of within 24 Hours (1st Read as Required by the Charter) - Dr. Caldera, City Manager**

Dr. Crystal Caldera, City Manager, presented the item.

Council Place 3, Campos made the recommendation that Section 414.005, J be struck from page 3 of the draft. All members of City Council agreed.

This item will be placed on the August 4, 2026, Regular City Council Consent Agenda for a second reading.

5. **Presentation and Discussion on an Ordinance Amending Chapter 6 Health and Sanitation Article 6.02 Food Establishments, Sec. 6.02.002 Definitions of Food Establishments to Amend Food Establishment Definitions and Add Definitions for Child Care Center, School Food Service Operation, and Mobile Food Vendor, Sec. 6.02.003 Licenses, Permits and Exemptions (E)1 and (H) to Comply with State Law, and Amending Appendix A Fee Schedule Article A6.000 Food Establishments Section A6.001 License Fees Deleting Mobile Food Vending License Fee of \$120 and Mobile Food Truck Vending Food License of \$35.00 and Repealing Ordinance 2021-58 (1st Reading as Required by City Charter) - M. Gallardo, Planning and Zoning Director**

Michael Gallardo, Planning and Zoning Director, presented the item.

This item will be placed on the August 4, 2026, Regular City Council Consent Agenda for a second reading.

6. Discussion and Possible Action on an Application for a BYOB Permit for Wulfspaar Nexus, a PC Gaming Destination, located at 7007 Bandera Road Suite 17 – M. Gallardo, Planning and Zoning Director

Michael Gallardo, Planning and Zoning Director, presented the item.

A motion was made by Council Place 4, Orozco to deny the request for a BYOB Permit as requested. The motion was seconded by Council Place 3, Campos.

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

The motion to deny the request passed unanimously.

7. Presentation and Possible Action on Economic and Community Development Advisory Committee Objectives - S. Woepfel, Economic Development & Special Projects Director

Sarah S. Woepfel, Economic Development & Special Projects Director

A motion was made by Council Place 3 Campos to approve the Community Development Advisory Committee Objectives as presented. The motion was seconded by Mayor Pro-Tem, Council Place 5 Mursch.

Voting Yea: Council Place 2 Heyl, Council Place 3 Campos, Council Place 4 Orozco, Mayor Pro-Tem, Council Place 5 Mursch
Voting Absent: Council Place 1 Bolton

The motion passed 4-0.

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

City Council did not go into Executive Session.

1. Pursuant to Texas Local Government Code Section 551.071: Consultation with the Attorney regarding the Short-Term Rentals and Animal Ordinances if needed.

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

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.

Mayor Riley requested that the topic of feeding the deer be brought back for discussion after the completion of the budget process. Dr. Crystal Caldera, City Manager, replied that she would place the item on an October agenda for discussion.

11. Adjournment

Mayor Riley announced that the meeting adjourned at 9:11 PM.

These minutes were approved by the Leon Valley City Council on the 4th day of August, 2026.

APPROVED

CHRIS RILEY
MAYOR

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY



**CITY OF LEON VALLEY
COFFEE WITH THE MAYOR AND CITY COUNCIL**

Leon Valley Conference Center, 6421 Evers Road, Leon Valley, Texas 78240
6400 El Verde Road, Leon Valley, TX 78238
Saturday, July 25, 2026 at 9:00 AM

MINUTES

1. Call to Order; Determine a Quorum is Present

PRESENT

Mayor Chris Riley
Council Place 1 Danielle Bolton
Council Place 2 Betty Heyl
Council Place 3 Philip Campos
Council Place 4 Rey Orozco
Mayor Pro-Tem, Council Place 5 Beth Mursch

Mayor Chris Riley called the meeting to order at 9:04 AM, welcomed everyone, and introduced the members of City Council who were present.

2. Leon Valley City Council Will Host a Citizens' Communication Meeting to Hear Citizen Issues and Provide General Policy and Factual Information as To Issues Brought Up by Citizens. No Action Will Be Taken Except to Place an Item on A Future Agenda as Appropriate

Mayor Chris Riley read the Coffee Guidelines aloud for everyone to hear.

3. Citizens to be Heard

None

4. Presentations

1. Fiscal Year 2026-2027 Proposed Budget

Dr. Crystal Caldera, City Manager, presented the "highlights" of the proposed Fiscal Year 2026-2027 Budget.

Those who spoke at this time were Benny Martinez, Olen Yarnell, Darby Riley, and Louis Kelley.

2. Feedback on the July 4th Event

Crystal Miranda, Community Relations Director, presented this item.

Dr. Crystal Caldera, City Manager, presented a Mente Meter questionnaire for those in attendance. This will be posted online to allow others to provide input for the next week.

The person who spoke during this time was Vera Ann Sawyer

Mayor Riley took a moment to congratulate the Library and Public Works Department for obtaining recent grants.

Those who spoke at this time were Mayor Pro Tem, Council Place 5, Beth Mursch, Linda Meffert, Louis Kelley, Olen Yarnell, Rita Burnside, Mayor Pro Tem, Council Place 5, Beth Mursch, Benny Martinez, Yvonne Orozco, and Kim Crawford.

5. 12:00 p.m. Adjournment

Mayor Riley announced the meeting adjourned at 10:43 AM.

These minutes were approved by the Leon Valley City Council on the 4th of August, 2026.

APPROVED

CHRIS RILEY
MAYOR

ATTEST: _____
SAUNDRA PASSAILAIGUE, TRMC
CITY SECRETARY



**CITY OF LEON VALLEY
CITIZEN POLICE ADVISORY COMMITTEE**
Leon Valley City Hall- Large Conference Room
6400 El Verde, Leon Valley, Texas 78238
Wednesday, April 15, 2026, at 6:30 p.m.

MINUTES

The Citizen Police Advisory Committee met on the 15th day of April 2026, at the Leon Valley City Hall-Large Conference Room located at 6400 El Verde Rd, Leon Valley, Texas 78238 for the purpose of the following business:

Agenda Item #1 Call to Order and Announcement of a Quorum

Manuel Rubio called the Police Advisory Committee Meeting to order at 6:31 p.m. Committee Members present included Darby Riley, Erick Matta, Andrea Roofe, Ann Sawyer, Kim Crawford, Bill Stannard, Tina Chasan, Ronnie Morgan and City Council members Rey Orozco and Beth Mursch.

Absent members included Olen Yarnell, Raymond Diaz, Melanie Munoz and Donnie Britt.

The documented staff present included Police Lieutenant Kasey Tucker and Police Chief David Gonzalez.

Agenda Item #2 Discussion and Possible Action on the Approval of Citizens Police Advisory Committee Meeting Minutes for January 21, 2026

Committee member Tina Chasan made a motion to approve the minutes as presented, which was seconded by Committee Member Ronnie Morgan. The motions carried unanimously.

Agenda Item #3 Discussion and update on the Safety Camera System and Staffing Levels, Recruitment and Current Applications

Chief Gonzalez gave an updated status regarding location selections and that the department is awaiting TXDOT approval for those in rights-of-way while others are being installed.

Agenda Item #4 Discussion of 1st Quarter Crime Statistics by Police Chief D. Gonzalez

Gonzalez shared crime statistics from the 1st Quarter of 2026 with the committee. The presentation covered crime trends in Index Crimes with updated information to show a comparison between 2024 and 2025 1st Quarter statistics. Chief Gonzalez showed that

there was a 33.3% decrease in violent crime and 24.5% decrease in property crime number comparatively over the same period in 2025. He contrasted these with other local cities and the county.

Agenda Item #5 Discussion about Property Room Expansion Needs and other Departmental Needs

Chief Gonzalez discussed property room needs as the Department was reaching capacity and that all prior reconfigurations could be made. Chief Gonzalez discussed that he had found one last way to temporarily address the issue of maintaining integrity of the property room but that a decision needed to be made soon by City Council to permanently expand the Property Room to ensure integrity and compliance. He discussed with the committee departmental needs he had submitted for the FY26-27 Budget.

Agenda Item #6 Discussion and Possible Action on Future Agenda Items

Prior to this discussion of Future Agenda items, Ann Sawyer requested to be excused from the meeting at 1931 hours.

Updates regarding Officer Staffing levels, recruitment and application statuses, Property Room expansion, and Safety Cameras. Information regarding 2nd Quarter Crime Data and Concealed Carry Laws.

Agenda Item #7 Citizens to be Heard

No citizens to be heard.

Agenda Item #8 Committee Announcements

No committee announcements were made.

Agenda Item #9 Adjournment at 8:05 pm CT on 04/15/2026.

Committee member Kim Crawford made a motion to end the meeting, which was seconded by Committee Member Darby Riley. The motion carried unanimously.

These minutes were approved by the Leon Valley Police Advisory Committee on the 22nd of July, 2026.

APPROVED

CHAIR

MAYOR AND COUNCIL COMMUNICATION

DATE: August 4, 2026

TO: Mayor and Council

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Crystal Caldera, Ph.D., City Manager

SUBJECT:

Discussion and Possible Action on an Ordinance Amending Chapter 6 Health and Sanitation Article 6.02 Food Establishments, Sec. 6.02.002 Definitions of Food Establishments to Amend Food Establishment Definitions and Add Definitions for Child Care Center, School Food Service Operation, and Mobile Food Vendor, Sec. 6.02.003 Licenses, Permits and Exemptions (E)1 and (H) to Comply with State Law, and Amending Appendix A Fee Schedule Article A6.000 Food Establishments Section A6.001 License Fees Deleting Mobile Food Vending License Fee of \$120 and Mobile Food Truck Vending Food License of \$35.00 and Repealing Ordinance 2021-58

PURPOSE:

The purpose of this item is to consider a request to amend Chapter 6 Health and Sanitation to comply with State Law. The following changes are required:

1. Amend Section 6.02.002 Definitions of Food Establishments by amending the definition of Food Establishment and by adding definitions for Child Care Center, School Food Service Operation, and Mobile Food Vendor (reference Exhibit A).
2. Amend Section 6.02.003 Licenses, Permits, and Exemptions (E)(1) by exempting Public Schools, Licensed Child Care Facilities, Various Facilities and Cottage Food Operations from obtaining a City food establishment permit but in compliance with the State Law requirements (reference Exhibit A).
3. Amend Section 6.02.003 Licenses, Permits, and Exemptions (H) by exempting a mobile food vendor from obtaining a City food establishment permit to comply with State Law (reference Exhibit A).
4. Amend Appendix A Fee Schedule Article A6.00 by deleting Section A6.001(C) Mobile food vending license fee of \$120.00 (annually) and Mobile food truck vending food license of \$35.00 (annually) (reference Exhibit B).

STAFF COMMENTS:

The amendments to Chapter 6 Health and Sanitation are a result of House Bill 2844 which declares that mobile food vendors no longer need a separate city or county health permits. Additionally, Senate Bill 1008 declares that childcare facilities and schools are not required to obtain a city food establishment permit.

FISCAL IMPACT:

The fiscal impact is minimal with only (3) NISD schools in the city and only (5) food truck permits issued this fiscal year.

RECOMMENDATION

Staff recommends that Council approve the proposed amendment to Chapter 6 Health and Sanitation. The required changes are due to State Legislative updates.

APPROVED: _____ DISAPPROVED: _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST:

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

AMENDING ORDINANCE CHAPTER 6 HEALTH AND SANITATION ARTICLE 6.02 FOOD ESTABLISHMENTS, SEC. 6.02.002 DEFINITIONS OF FOOD ESTABLISHMENTS TO AMEND FOOD ESTABLISHMENT DEFINITIONS AND ADD DEFINITIONS FOR CHILD CARE CENTER, SCHOOL FOOD SERVICE OPERATION, AND MOBILE FOOD VENDOR, SECTION 6.02.003 LICENSES, PERMITS AND EXEMPTIONS (E) 1 AND (H) TO COMPLY WITH STATE LAW. AND AMENDING APPENDIX A FEE SCHEDULE ARTICLE A6.000 FOOD ESTABLISHMENTS SECTION A6.001 LICENSE FEES DELETING MOBILE FOOD VENDING LICENSE FEE \$120 AND MOBILE FOOD TRUCK VENDING FOOD LICENSE OF \$35.00 AND REPEALING ORDINANCE 2021-58.

WHEREAS, The City of Leon Valley is a home rule municipality. Chapter 215 of the Texas Local Government Code (LGC) authorizes a home rule municipality to regulate businesses pursuant to its police power. Chapter 51 of the LGC authorizes the governing body of a municipality to adopt, publish, amend, or repeal an ordinance, rule, or police regulation that is for good government, peace, or order of the municipality or for trade and commerce within the municipality and is necessary or proper for carrying out a power granted by law to the municipality or to an office or department of the municipality; and

WHEREAS, Chapter 437B of the Texas Health and Safety Code, enacted by House Bill 2844 of the 89th Texas Legislature, establishes a statewide licensing and inspection program for mobile food vendors; and

WHEREAS, Section 437B.003 of the Texas Health and Safety Code preempts municipal regulation of mobile food vendors to the extent local regulations conflict with Chapter 437B; and

WHEREAS, Section 437B.051 requires mobile food vendors to obtain a license from the Texas Department of State Health Services; and

WHEREAS, the City Council finds it necessary to amend Article 6.02 and Appendix A of the Code of Ordinances to conform with state law while preserving the City's authority over zoning, fire protection, public safety, traffic management, and the use of public property.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

SECTION 1. Chapter 6 Health and Sanitation, is hereby amended as stated in Exhibit A attached hereto and incorporated herein.

Section 2. Appendix A Fee Schedule is amended (Exhibit B) by deleting Sec. A6.001 License Fees Mobile food vending license fee: \$120.00 (annually)
Mobile food truck vending food license: \$35.00 (annually)

Section 3. Penalty. Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Chapter 1. General Provisions, Article 1.01 Code of Ordinances, Section 1.01.009 General penalty for violations of code: continuing violations of the City of Leon Valley Code, and/or applicable state law.

Section 4. Severability Clause. If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

Section 5. Savings Clause. The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

Section 6. Repeal. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict. All provisions, sections and sub-sections not revised or amended herein shall remain in effect.

Section 7. Effective Date. This ordinance shall become effective on and after its passage and approval, and publication requirements as provided by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 4th day of August 2026.

APPROVED

CHRIS RILEY
MAYOR

Attest:

CRYSTAL CALDERA, PhD
CITY MANAGER

Approved as to Form:

ARTURO D. 'ART' RODRIGUEZ
CITY ATTORNEY

Chapter 6

HEALTH AND SANITATION

ARTICLE 6.01 GENERAL PROVISIONS¹

Sec. 6.01.001 Penalty

Each violation of this chapter shall be punished by a penalty of a fine in accordance with section 1.01.009 of this Code, with each day of offense being a separate offense.

(Ordinance 1213, sec. 2, adopted 1-20-87; 2008 Code, sec. 6.01.001; Ordinance adopting 2017 Code)

Sec. 6.01.002 Sanitary code adopted

- (a) The city hereby adopts as its sanitary code, consisting of minimum standards of sanitation and health protection measures, V.T.C.A., Health and Safety Code, chapter 341 et seq., as amended.
- (b) The provisions of said V.T.C.A., Health and Safety Code, chapter 341 et seq., excluding the penalty therein, are incorporated into this section and adopted as the sanitary code of the city.

(1972 Code, secs. 12.101, 12.102; 2008 Code, sec. 6.01.002)

Sec. 6.01.003 Rodent control

The provisions of the San Antonio Code, 1986 edition, chapter 15, Health and Sanitation, article V, Rodent Control, are hereby adopted verbatim by this city as if written out fully herein, except insofar as the same should be inconsistent with other sections of this Code. Where the term "director of public health" is used in said article, it shall be meant to refer to the equivalent health and sanitation officer of this city.

(Ordinance 1445 adopted 1-5-93; 2008 Code, sec. 6.01.003)

Sec. 6.01.004 Dumping; maintenance of alleyways

- (a) It shall be unlawful for any person to dump any trash or refuse of any type on any vacant property or along any street or road within the city limits.
- (b) It shall be unlawful for any person to dump any trash or refuse of any kind in any public street, alley or way of the city.

¹State law reference(s)—Authority to enforce laws to protect public health, V.T.C.A., Health and Safety Code, § 121.003; local regulation of sanitation, V.T.C.A., Health and Safety Code, ch. 342; authority to make regulations for the promotion of health and the suppression of disease in type A general-law municipality, V.T.C.A., Health and Safety Code, § 122.005; minimum standards of sanitation and health protection, V.T.C.A., Health and Safety Code, ch. 341.

- (c) It shall be unlawful for both the owner and for the tenant of any property in the city abutting upon a public alley or way to permit the accumulation of any trash or refuse of any kind therein upon that part thereof from his property line to the center thereof, or to permit any shrubbery, brush, weeds, grasses or other vegetation whatsoever to grow therein to said centerline to a height of greater than five inches. Every such tenant and owner is required to keep such alley cleaned up and in a passable, sightly and sanitary condition, or cause same to be done, at all times.

(1972 Code, secs. 11.201, 11.202, 11.203; 2008 Code, secs. 6.01.004, 6.01.005)

State law reference(s)—Illegal dumping, V.T.C.A., Health and Safety Code, § 365.012.

ARTICLE 6.02 FOOD AND FOOD ESTABLISHMENTS²

Sec. 6.02.001 State code adopted

The City of Leon Valley adopts by reference the provisions of the current rule or rules as amended by The Executive Commissioner of the Health and Human Services Commission found in 25 Texas Administrative Code, Chapter 228, regarding the regulation of food establishments in this jurisdiction except when in conflict with other provisions of this Code.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.002 Definitions of food establishments

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

"*Authorized agent or employee*" means the employees of the regulatory authority.

"*Food establishment*" ~~means a food service establishment, a retail food store, a temporary food establishment, a mobile food unit, and/or a roadside food vendor.~~ shall have the meaning assigned in the Texas Food Establishment Rules, 25 Texas Administrative Code Chapter 228, as amended.

"*Municipality of Leon Valley*" in this article shall be understood to refer to the City of Leon Valley.

"*State rules*" mean the state rules found at 25 Texas Administrative Code, Chapter 228. These rules are also known as the Texas Food Establishment Rules.

"*Regulatory authority*" means the Health and Sanitation Officer of the City of Leon Valley.

"*Child Care Center*" shall have the meaning assigned by the Texas Food Establishment Rules and applicable state licensing regulations.

²Ord. No. 2025-27, § 1(Exh. A), adopted November 18, 2025, amended Article 6.02 in its entirety to read as herein set out. Former Article 6.02, §§ 6.02.001—6.02.009, pertained to the same subject matter, and derived from 1972 Code, secs. 12.201—12.204, 12.302, 12.306; Ordinance 1445 adopted 1-5-93; 2008 Code, secs. 6.02.001—6.02.009; Ordinance adopting 2017 Code.

State law reference(s)—Regulation of food products, generally, V.T.C.A., Health and Safety Code, chs. 433-438; regulation of food service establishments, retail food stores, mobile food units, and roadside food vendors, V.T.C.A., Health and Safety Code, § 437.001 et seq.

"School Food Service Operation" means a food service operation operated by a public school district, charter school, or accredited private school subject to state or federal school nutrition programs.

"Mobile Food Vendor" means a person operating a food vending vehicle licensed by the Texas Department of State Health Services pursuant to Texas Health and Safety Code Chapter 437B.

These definitions are in addition to the definitions listed in 25 Texas Administrative Code, Chapter 228, adopted in section 6.02.001.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.003 Licenses, permits, and exemptions

- (a) The annual license fees to cover the cost of inspection of such food service establishments shall be paid in advance upon issuance of such licenses as set forth in the fee schedule in Appendix A of the Leon Valley Code of Ordinances as amended or revised by ordinance from time to time.
- (b) Food licenses shall expire on the 31st day of December in the year when issued. The fees for annual licenses issued on or after February 1 each year shall be prorated, but no annual license shall be issued on and after November 1 each year, and monthly licenses shall thereafter be the license of greatest duration granted for the balance of said year.
- (c) Temporary food licenses are valid for a period of 30 days from date of issue.
- (d) A person may not operate a food establishment without a license or permit issued by the regulatory authority. Licenses and permits are not transferable from one person to another or from one location to another location, except as otherwise permitted by this article. A valid license or permit must be posted in or on every food store or establishment regulated by this article.
- (e) A food store or establishment operated solely by a nonprofit organization is exempt from the permitting requirements of this article but not exempt from compliance with state rules. The regulatory authority may require any information necessary to determine whether an organization is nonprofit for purposes of this exemption.

(1) The following are exempt from obtaining a City food establishment permit unless otherwise required by state law:

- a. Public schools participating in state or federal school nutrition programs;
- b. Licensed child care centers inspected by another governmental agency authorized to conduct food safety inspections;
- c. Facilities expressly exempted by the Texas Food Establishment Rules;
- d. Cottage food production operations authorized by Chapter 437, Texas Health and Safety Code.
- (f) Any person desiring to operate a food establishment must make a written application for a permit on forms provided by the regulatory authority. The application must contain the name and address of each applicant, the location and type of the proposed food establishment and the applicable fee. An incomplete application will not be accepted. Failure to provide all required information, or falsifying information required may result in denial or revocation of the permit. Renewals of permits are required on an annual basis, and the same information is required for a renewal permit as for an initial permit.

- (g) Prior to the approval of an initial permit or the renewal of an existing permit, the regulatory authority shall inspect the proposed food establishment to determine compliance with state laws and rules. A food establishment that does not comply with state laws and rules will be denied a permit or the renewal of a permit.
- (h) Notwithstanding any provision of this article, a mobile food vendor licensed by the Texas Department of State Health Services pursuant to Chapter 437B of the Texas Health and Safety Code shall not be required to obtain a separate City food establishment permit.

The City may require:

1. Compliance with zoning regulations;
2. Fire inspections;
3. Site permits for operation on City-owned property;
4. Special event permits;
5. Traffic and parking compliance;
6. Building, electrical, and plumbing inspections where applicable.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.004 Health and sanitation officer

The terms of this article shall be enforced by a health and sanitation officer, any assistant health inspectors that may be appointed, and the city health officer. All references in the provisions adopted in this article to the director of public health and other officials shall be construed to mean their counterparts as set out above.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.005 Review of plans

- (a) Whenever a food establishment is constructed or extensively remodeled and whenever an existing structure is converted to use as a food establishment, properly prepared plans and specifications for such construction, remodeling or conversion shall be submitted to the regulatory authority for review before work is begun. Extensive remodeling means that 20 percent or greater of the area of the food establishment is to be remodeled. The plans and specifications shall indicate the proposed layout, equipment arrangement, mechanical plans and construction of materials of work areas, and the type and model of proposed fixed equipment and facilities. The plans and specifications will be approved by the regulatory authority if they meet the requirements of the rules adopted by this article. The approved plans and specifications must be followed in construction, remodeling or conversion.
- (b) Failure to follow the approved plans and specifications will result in a permit denial, suspension, or revocation.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.006 Suspension of permit

- (a) The regulatory authority may, without warning, notice, or hearing suspend any permit to operate a food establishment if the operation of the food establishment constitutes an imminent hazard to public health. Suspension is effective upon the service required by Section 6.02.007(b) of this article. When a permit is suspended, food operations shall immediately cease. Whenever a permit is suspended, the holder of the permit shall be afforded an opportunity for a hearing within 20 days of receipt of a request for a hearing.
- (b) Whenever a permit is suspended, the holder of the permit or the person in charge shall be notified in writing that the permit is, upon service of the notice, immediately suspended and that an opportunity for a hearing will be provided if a written request for a hearing is filed with the regulatory authority by the holder of the permit within ten days. If no written request for hearing is filed within ten days, the suspension is sustained. The regulatory authority may end the suspension at any time if reasons for suspension no longer exist.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.007 Revocation of permit

- (a) The regulatory authority may, after providing opportunity for a hearing, revoke a permit for serious or repeated violations of any of the requirements of these rules or for interference with the regulatory authority in the performance of its duties. Prior to revocation, the regulatory authority shall notify the holder of the permit or the person in charge, in writing, of the reason for which the permit is subject to revocation and that the permit shall be revoked at the end of the ten days following service of such notice unless a written request for a hearing is filed with the regulatory authority by the holder of the permit within such ten day period.
- (b) If no request for hearing is filed within the ten-day period, the revocation of the permit becomes final.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.008 Administrative process

- (a) A notice as required in these rules is properly served when it is delivered to the holder of the permit or the person in charge, or when it is sent by registered or certified mail, return receipt requested, to the last known address of the holder of the permit. A copy of the notice shall be filed in the records of the regulatory authority.
- (b) The hearings provided for in these rules shall be conducted by the regulatory authority at a time and place designated by it. Based upon the recorded evidence of such hearing, the regulatory authority shall make final findings, and shall sustain, modify or rescind any notice or order considered in the hearing. A written report of the hearing decision shall be furnished to the holder of the permit by the regulatory authority.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

Sec. 6.02.009 Remedies

- (a) Any person who violates a provision of these rules and any person who is the permit holder of or otherwise operates a food service establishment that does not comply with the requirements of these rules and any responsible officer of that permit holder or those persons shall be fined as per code.
- (b) The regulatory authority may seek to enjoin violations of these rules.

(Ord. No. 2025-27, § 1(Exh. A), 11-18-2025)

ARTICLE 6.03 WEEDS, HIGH GRASS AND DEBRIS³

Sec. 6.03.001 Definitions

Authorized official. The city manager or his designee.

(1972 Code, sec. 14.101; 2008 Code, sec. 6.03.001)

Sec. 6.03.002 Prohibited conditions; penalty

- (a) It shall be unlawful for any person, or his agent, owning, renting or having under his control any lot or premises, whether vacant or improved, within the city, to permit the same to be covered, in whole or in part, with any weeds, high grass, down timber or brush, old logs, dead trees or shrubs, decaying vegetable matter, trash or trash piles, junk, scrap, open garbage, filth or debris whatsoever, and same are hereby declared to be public nuisances, a hazard and menace to public health, and fire hazards.
- (b) Each violation of subsection (a) of this section shall constitute an offense punishable by a fine of not less than \$1.00 nor more than \$2,000.00. Each day's continuation on such premises of any of the conditions enumerated in subsection (a) of this section shall constitute a separate offense. (V.H.S.C. section 342.005)

(1972 Code, secs. 14.102, 14.102.1; 2008 Code, sec. 6.03.002; Ord. No. 2024-37, § 1, 9-3-2024)

Sec. 6.03.003 Summary abatement

The authorized official shall have the power and duty, when any such situation shall constitute a health or fire hazard, or both, to summarily abate same, or have same abated, using city firemen, policemen, or other employees.

(1972 Code, sec. 14.103; 2008 Code, sec. 6.03.003)

Sec. 6.03.004 Weeds and debris in alleys

It shall be unlawful for both the owner and the tenant of any property in the city abutting upon a public alley or way to permit any weeds, grasses, or other vegetation whatsoever to grow therein to the centerline to a height of greater than five inches or to allow the accumulation of debris.

(1972 Code, sec. 14.104; 2008 Code, sec. 6.03.004)

State law reference(s)—Authority to require removal of weeds, unclean matter or trash from street, sidewalk or gutter, V.T.C.A., Transportation Code, § 311.003.

³State law reference(s)—Municipal regulation of sanitation, V.T.C.A., Health and Safety Code, § 342.001 et seq.

Sec. 6.03.005 Notice to remove

- (a) It shall be the duty of the authorized official of the city to notify the owner and/or agent of any premises within the city which are grown up in weeds to a greater height than 12 inches, or have accumulated debris, to remove such weeds or debris within ten days. This notice shall be given:
- (1) Personally to the owner in writing;
 - (2) By letter addressed to the owner at the owner's address as recorded in the appraisal district records of the appraisal district in which the property is located; or
 - (3) If personal service cannot be obtained:
 - (A) By publication at least once;
 - (B) By posting the notice on or near the front door of each building on the property to which the violation relates; or
 - (C) By posting the notice on a placard attached to a stake driven into the ground on the property to which the violation relates.
- (b) If the city mails a notice to the property owner in accordance with subsection (a) and the United States Postal Service returns the notice as "refused" or "unclaimed," the validity of the notice is not affected, and the notice is considered as delivered.
- (c) In a notice provided under this section, the city may inform the owner, by regular mail and a posting on the property or by personally delivering the notice, that if the owner commits another violation of the same kind or nature that poses a danger to the public health and safety on or before the first anniversary of the date of the notice, the city without further notice may correct the violation at the owner's expense and assess the expense against the property. If a violation covered by a notice under this subsection occurs within the one-year period and the city has not been informed in writing by the owner of an ownership change, the city may, without notice, take any action permitted in this article and assess its expenses as provided in this article.

(1972 Code, sec. 14.105; Ordinance adopting 2008 Code; 2008 Code, sec. 6.03.005)

Sec. 6.03.006 Removal by city

Upon the failure of any such owner and/or agent to comply with the notice as set forth in section 6.03.005 hereof, or upon the written request and authorization of such owner and/or agent so notified, it shall become the responsibility of the authorized official to have such weeds cut, raked and removed, or said debris removed, on all property within the city that abuts or adjoins improved property, by the employment of city forces, or by an authorized independent contractor. Said high weeds will be cut, raked, and removed on all lots up to two acres. For lots in excess of two acres, said high weeds will be cut, raked, and removed to a depth of at least 50 feet inward from all property lines of said property which adjoins or abuts improved property.

(1972 Code, sec. 14.106; 2008 Code, sec. 6.03.006)

Sec. 6.03.007 Assessment of city's expenses

A charge of actual costs plus 25 percent administrative costs for each cutting, raking and removal of said weeds and removal of said debris shall be levied, assessed and collected against such property each time such cutting, raking and removal of said weeds or removal of said debris shall be performed. The charges provided for herein shall be levied, assessed, and collected by the authorized official, and if any person shall fail to pay such

charges so assessed within ten days after proper notice, the authorized official will file with the county clerk a statement by the mayor setting out the expenses that the city has incurred pursuant to the provisions of this section, and the city shall thereby perfect a privileged lien on the property involved, second only to tax liens and liens for street improvements, to secure the expense to the city, together with ten percent per annum interest from the date such payment is due. (V.H.S.C. sections 342.004—342.007 inclusive)

(1972 Code, sec. 14.107; 2008 Code, sec. 6.03.007)

Sec. 6.03.008 Authority to immediately abate dangerous weeds

- (a) Notwithstanding any of the foregoing sections, the city may abate, without notification, weeds that:
 - (1) Have grown higher than 48 inches; and
 - (2) Are an immediate danger to the health, life, or safety of any person.
- (b) The city must give notice, in the manner provided in section 6.03.005, to the property owner no later than the tenth day after the date the city abates weeds under this section. The notification shall contain:
 - (1) An identification, which is not required to be a legal description, of the property;
 - (2) A description of the violation of this article that occurred on the property;
 - (3) A statement that the city abated the weeds; and
 - (4) An explanation of the property owner's rights to request an administrative hearing regarding the city's abatement of the weeds.
- (c) The city, by and through its city manager or designee, shall conduct an administrative hearing on the abatement of weeds under this section if, not later than the thirtieth day after the date of the abatement of the weeds, the owner files a written request for a hearing with the city.
- (d) The city shall conduct the administrative hearing not later than the twentieth day after the date a request for hearing is filed. At the administrative hearing, the owner may testify or present any witnesses or written information relating to the city's abatement of the weeds.
- (e) The city may assess expenses and create liens under this section in the same manner and subject to the same conditions as set forth in section 6.03.007 above.
- (f) The authority granted the city by this section is in addition to the authority granted by section 6.03.007.

(Ordinance adopting 2008 Code; 2008 Code, sec. 6.03.008)

State law reference(s)—Additional authority to abate dangerous weeds without notice, V.T.C.A., Health and Safety Code, § 342.008.

Sec. 6.03.009 Yard waste disposal

- (a) *Definitions.*

Containerized. The placement of yard waste in a trash can, bucket, bag or other vessel, such as to prevent the yard waste from spilling or blowing out into the street and coming into contact with stormwater.

Mulch. Yard waste one inch or less in length or square.

Person. Any individual, corporation, company, partnership, firm, association, or political subdivision of this state subject to municipal jurisdiction.

Recycling. Yard waste may be recycled by blowing, raking or sweeping the material onto the vegetative area as a mulch.

Street. Any street, avenue, boulevard, road, parkway, viaduct, drive, or other way which is an existing state, county, or municipal roadway, and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, curbs, sidewalks, parking areas, and other areas within the street lines.

Vegetative area. Any area which is not a street or sidewalk that contains grass or other plant life.

Yard maintenance area. The property to the curb or edge of the roadway.

Yard waste. Leaves, grass and weed clippings.

- (b) It shall be unlawful to sweep, rake, blow or otherwise place yard waste that is not containerized at the curb. Placing yard waste that is containerized at the curb or along the street is allowed the day of trash pickup and shall not be placed closer than ten feet from the storm drain inlet. Placement of containers shall be as prescribed in the prevailing waste management contract for hours of collection.
- (c) Yard waste may be blown, raked or swept into a vegetative area to be collected as mulch. Yard waste/clippings are not allowed in the street or along the edge of the roadway.

(Ordinance 10-040 adopted 9-21-10; 2008 Code, sec. 6.03.009)

ARTICLE 6.04 EMERGENCY AMBULANCE SERVICE⁴

Sec. 6.04.001 Definitions

As used in this article, the following terms have meanings as indicated:

Emergency. A circumstance in which the element of time is involved in treating and/or transporting a sick, wounded or injured person in order to protect such person's health or life.

Emergency ambulance. Any motor vehicle designed, equipped or used for transporting the injured or sick from an emergency site to a medical facility for treatment.

Emergency ambulance service. Responding to calls for ambulance service to the site of an emergency, the ambulance trip to the place or from the place of an emergency, the transporting of the sick and injured from the site to a medical facility or the rendering of first aid or medical assistance at an emergency site from an emergency ambulance.

Emergency run. An ambulance trip to a place where an emergency exists, or from such a place to a hospital or other medical facility for treatment.

(1972 Code, sec. 33.100; 2008 Code, sec. 6.04.001)

⁴State law reference(s)—Emergency medical services, V.T.C.A., Health and Safety Code, ch. 773; local provision of emergency medical services, V.T.C.A., Health and Safety Code, ch. 774.

Sec. 6.04.002 Penalty

It shall be unlawful to do or perform any act prohibited hereby, and it shall be unlawful to fail to do or perform any act required hereby. Upon conviction, any violation hereof shall be punishable by a fine in accordance with section 1.01.009 of this Code. Each day's violation shall be considered a separate offense.

(1972 Code, sec. 33.300; 2008 Code, sec. 6.04.002; Ordinance adopting 2017 Code)

Sec. 6.04.003 Emergency runs restricted to city emergency service; exceptions

- (a) It shall be unlawful for any person other than a member of the city fire department, emergency medical services division, to operate, drive, or cause to be operated or driven any ambulance on the streets of the city for the purpose of furnishing emergency ambulance service, or to furnish or attempt to furnish emergency ambulance service in the city.
- (b) It is an affirmative defense to prosecution that the site of the emergency is outside the area served by the city emergency medical services system, and the emergency ambulance is operating on city streets only for the purpose of responding to an emergency site so located or transporting the victim(s) to a medical facility.
- (c) It is an affirmative defense to prosecution that the driver of such an ambulance is operating same pursuant to a contract for maintaining an ambulance at a particular location or event for the purpose of transporting sick or injured persons for medical or hospital treatment.
- (d) It is an affirmative defense to prosecution that the site of an emergency is inside the area served by the city emergency medical services system, but permission has been received from the emergency medical services dispatcher to make such an emergency run. Upon receipt of a request to make such an emergency run, the dispatcher shall grant such permission if no other ambulance, public or private, has been dispatched to the emergency scene.
- (e) The area served by the city emergency medical services system shall consist of the corporate limits of the city.

(1972 Code, sec. 33.200; 2008 Code, sec. 6.04.003)

ARTICLE 6.05 SMOKING REGULATIONS⁵**Sec. 6.05.001 Penalties**

Each violation of this article if a first offense shall be punished by a penalty of a fine of not less than \$25.00 nor more than \$200.00; a second conviction shall be punished by a penalty of a fine of not less than \$50.00 nor more than \$500.00 for a second conviction; and shall be fined an amount no less than \$100.00 for third or more convictions nor more than \$2,000.00.

⁵Ord. No. 2025-4, § 1(Exh. A), adopted March 4, 2025, repealed the former Art. 6.05, §§ 6.05.001—6.05.008, and enacted a new Art. 6.05 as set out herein. The former Art. 6.05 pertained to similar subject matter and derived from Ordinance 08-053 adopted Nov. 18, 2008; 2008 Code, sec. 6.05.001—6.05.007; Ordinance 2018-81 adopted Nov. 6, 2018.

State law reference(s)—Smoking tobacco in certain public places or conveyances, V.T.C.A., Penal Code, § 48.01.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.002 Purpose

The Surgeon General of the United States has declared that smoking is the number one public health issue. The United States Environmental Protection Agency has concluded that passive smoking poses a public risk larger than the hazardous air pollutants from all industrial emissions combined. The city recognizes the evidence that smoke creates a danger to the health of some citizens and is a cause of annoyance and discomfort to those who are in confined spaces where the same is present. The city also recognizes that it is the right of citizens to choose whether or not to smoke actively or passively and it is the policy of the city to encourage food service establishments that have enclosed dining areas to provide adequate seating for patrons and employers and employees of such establishments who prefer a smoke-free environment. In order to protect the health, safety and welfare of the general public as well as protect the rights of smokers and non-smokers, this article has been created to restrict smoking in public places, except in areas designated as smoking areas.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.003 Definitions

Administrative areas. The area of an establishment not generally accessible to the public, including but not limited to individual offices, stockrooms, employee lounges, or meeting rooms.

Employee. Any person who is employed by any employer for direct or indirect monetary wages or profit, or is in a position that would lead one to believe that such person is employed.

Employer. Any person, partnership, corporation, association or other entity that employs one or more persons.

Enclosed. Closed in by a roof and walls with appropriate openings for ingress and egress, but does not include areas commonly described as public lobbies.

Food establishment. Any operation defined as such in section 6.02.003 of this Code.

Hospital. Any institution that provides medical, surgical, and overnight facilities for patients.

Movie theater. Any establishment engaged in the business of exhibiting motion pictures to the public.

Public-owned facilities. All buildings or structures whatsoever owned or operated by the city, to include the entirety thereof, where the public has access or not.

Public place. Any enclosed indoor area that may be used by the general public, and includes, but is not limited to: Stores, offices, and other commercial establishments; restaurants; public and private institutions of higher education; and health care facilities.

Retail and service establishments. Any establishment which offers goods or services for sale to the general public.

Service line. Any indoor service line at which one or more persons are waiting for or receiving service of any kind, whether or not such service involves the exchange of money.

Smoking means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, hookah, or any other lighted or heated tobacco or plant product intended for inhalation, whether natural or synthetic, including marijuana/cannabis, in any manner or in any form. Smoking includes the use of an electronic smoking device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking in this chapter.

Workplace. Any enclosed area of a structure, or portion thereof, intended for occupancy by employees who provide primarily clerical, professional or business services of a business entity, or who provide primarily clerical, professional, or business services to other business entities, or to the public, at that location. The enclosed indoor area under the control of the employer shall include those areas to which employees have access during the course of employment, including but not limited to work areas, employee lounges, employee restrooms, employee conference rooms, and employee cafeterias. A private residence is not considered a place of employment.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.004 Smoking prohibited in certain public areas

- (a) A person commits an offense if he smokes or possesses a burning tobacco, weed or other plant product or any lighted burning pipe, cigar or cigarette of any kind, or smoking equipment or device, in any of the following indoor or enclosed areas:
 - (1) An elevator used or that may be used by the public;
 - (2) A hospital or nursing home corridor providing direct access to patients;
 - (3) Any publicly owned facility or operated by the city as defined in section 6.05.003 above;
 - (4) All retail or service establishments and financial institutions serving the general public, including but not limited to any department store, grocery store, drugstore, clothing store, shoe store, hardware store, bank, savings and loan, laundromat, hair salon or barbershop, and shall include all public areas and waiting rooms of public transportation facilities, including but not limited to common areas of city-owned theaters, concert halls, and cultural facilities; provided that smoking may be allowed in common areas of the shopping malls and designated areas of public facilities;
 - (5) An area marked with a no smoking sign in accordance with section 6.05.005 by the owner or person in control of a hospital, nursing home, or retail or service establishment serving the general public; or
 - (6) Any facility of a public primary or secondary school; or an enclosed theater, motion picture theater, library, museum, and transportation vehicles, such as buses and taxicabs, except on charter buses for private hire or in taxicabs clearly designated by the operator to permit smoking;
 - (7) All rooms in which meetings and/or hearings are open to the public.
- (b) The owner or person in control of an establishment or area designated in this section shall post a sign, conspicuous to ordinary public view, at or near each public entrance to the establishment. The sign shall contain the words "No Smoking Except in Designated Areas, City of Leon Valley Ordinance," the universal symbol for no smoking, or other language that clearly prohibits smoking.
- (c) The owner of a person in control of an establishment or areas described in subsection (a)(4) or (a)(6) may designate an area, including but not limited to lobbies, meeting rooms, waiting rooms, or lounges, as a smoking area; provided that the designated smoking area may not:
 - (1) Include the entire establishment;
 - (2) Include cashier areas, over-the-counter service or sales areas, or service lines;
 - (3) Include the viewing area of any theater or motion picture theater.
- (d) It is the defense to prosecution under this section if the person was smoking:
 - (1) In a location that is not a designated nonsmoking area of a facility or establishment described in subsection (a)(4) or (a)(6) of this section;

- (2) In a location that is an administrative area or office area of an establishment described in subsection (a)(4) or (a)(6) of this section;
- (3) In a location that is a retail or service establishment serving the general public with less than 750 square feet of public showroom or service space or having one employee on duty, unless posted as designated in subsection (b) of this section;
- (4) In a location that is a retail or service establishment that is primarily engaged in the sale of tobacco, tobacco products or smoking implements;
- (5) In a retail or service establishment, which is a food service establishment regulated by section 6.05.005;
- (6) As a participant in an authorized theatrical performance; or
- (7) In a situation in which the person is present at an event in which an entire room or hall is used for a social function, seating arrangements are under the control of the sponsor of the function and not the proprietor or person in charge of the place. However, the sponsor of the social function may designate a nonsmoking area.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.005 Regulation of smoking in food establishments

- (a) A food service establishment that has indoor or enclosed dining areas shall provide areas for nonsmoking patrons.
- (b) A nonsmoking area must:
 - (1) Be separated from the smoking areas by a minimum of four feet of contiguous floor space, a partition or a wall;
 - (2) Be ventilated and situated so that air from the smoking area is not drawn into or across the nonsmoking area, or the smoking area shall be separately ventilated;
 - (3) Be clearly designated by appropriate signs visible to patrons within the dining area indicating the area that is designated nonsmoking; and
 - (4) Have ashtrays or other suitable containers for extinguishing smoking materials at the perimeter of the nonsmoking area.
- (c) Each food establishment which has a dining area shall:
 - (1) Have and implement a written policy on smoking which conforms to this article;
 - (2) Make the policy available for inspection by employees; and
 - (3) Have signs, conspicuous to ordinary public view, at each public entrance to the establishment indicating that nonsmoking seating is available.
- (d) Non-dining areas of any food establishment affected by this section to which the public has general access, including, but not limited to, food order areas, food service areas and restrooms, shall be designated as nonsmoking areas.
- (e) It is a defense to the prosecution under this section that the food establishment is:
 - (1) An establishment which has indoor seating arrangements for less than 50 patrons;
 - (2) An establishment which has more than 70 percent of its annual gross sales in alcoholic beverages; or

- (3) A physically separated bar area of a food service establishment otherwise regulated.
- (4) The establishments covered in subsections (1) through (3) above shall post a sign, conspicuous to the ordinary public view, at each public entrance to the establishment which shall contain the words "This Establishment Does Not Provide for a Nonsmoking Section."

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.006 Regulation of smoking in the workplace

Notwithstanding the provisions of sections 6.05.004 and 6.05.005, any employer may designate a portion of the workplace as a nonsmoking area. Any employer who chooses to designate any portion thereof as a nonsmoking area shall:

- (1) Have and implement a written policy on smoking which conforms to this article;
- (2) Make the policy available for inspection by employees;
- (3) Prominently display reasonably sized signs conspicuous to ordinary public view, indicating that smoking is prohibited in certain areas; and
- (4) Provide facilities in sufficient numbers and at such locations to be readily accessible, for the extinguishment of smoking materials.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.007 Reporting of violations not required

This article does not require the owner, operator, employer, manager or any employee of an establishment to report a violation or to take any action against any individual violating sections 6.05.002 through 6.05.006 of this article.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.008 Distribution, display and sale of tobacco products; and cigarette machines

- (a) *Definition.* For purposes of this section only:

Tobacco products. Any product that is made from or derived from tobacco and is intended for human consumption or is likely to be consumed, whether smoked, heated, chewed, absorbed, dissolved, inhaled or ingested by any other means, including, but not limited to, a cigarette, a cigar, pipe tobacco, chewing tobacco, snuff, or an electronic smoking device or liquids used in electronic smoking devices. Tobacco products do not include drugs, devices, or combination products authorized for sale by the U.S. Food and Drug Administration, as those terms are defined in the Federal Food, Drug, and Cosmetic Act.

- (b) *Prohibited.* Distribution, display, and sale of smoking tobacco products, or smoking paraphernalia on any public right-of-way, city park or any city-owned building or facility is hereby prohibited.
- (c) The sale of tobacco products to persons under 21 years of age is prohibited by Chapter 161 of the Texas Health and Safety Code.
- (d) Each person who sells tobacco products at retail or by vending machine shall post a sign as required by Texas Health and Safety Code Section 161.084.
- (e) *Cigarette vending machines.*

- (1) Subject to the defenses provided in subsection (2) below, it shall be unlawful for any business owner, manager and employee in control of cigarette vending machines within the city to intentionally, knowingly, recklessly, or with criminal negligence allow the display or use of any cigarette vending machine upon any property within the city.
- (2) It is a defense to prosecution under the provision of subsection (f)(1) that:
 - (A) The cigarette vending machine is situated in a premises where entry by any person under 21 years of age is prohibited by law; or
 - (B) The cigarette vending machine is located in a workplace with the permission of the employer, provided that the employer has no persons under the age of 21 years employed at the workplace, and further provided that the cigarette vending machine is situated at a location within the workplace to which persons other than those employed at the workplace are not permitted to have access.
- (f) *Penalty.* A violation of any subsection of this section is hereby declared to be a misdemeanor crime, and upon conviction, shall be punishable as set out below:
 A violation of subsections (b) or (e) shall be punishable by a fine of not more than \$2,000.00.
 (Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.009 Posting of signs

- (a) "No Smoking" signs shall be clearly and conspicuously posted in every public place and place of employment where smoking is prohibited by this chapter, by the owner, operator, manager, or other person in control of that place. The city manager shall prescribe the content of the "No Smoking" sign required to be posted under this article and have an example sign available on the city's website.
- (b) Every public place and place of employment where smoking is prohibited by this chapter shall have posted at every entrance a conspicuous sign clearly stating that smoking is prohibited.
- (c) All ashtrays and other smoking paraphernalia shall be removed from any area where smoking is prohibited by this chapter by the owner, operator, manager, or other person having control of the area.
- (d) Areas which are exempt from the provisions of sections 6.05.004 and 6.05.005 of this chapter shall post a standard sign at each entrance, to be designated by the city informing potential patrons that the area allows smoking, and warning patrons of the negative health effects associated with secondhand smoke, inhaling vapor and aerosol from electronic smoking devices.
- (e) The owners or operators will provide the signs required under subsection 6.05.009(d) at their own expense following city sign posting guidelines within 90 days of the adoption of the ordinance.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

Sec. 6.05.010 Governmental agency cooperation

The city manager shall annually request other governmental and educational agencies having facilities within the city to establish local operating procedures in cooperation and compliance with this chapter. This includes urging all federal, state, county and school district agencies to update their existing smoking control regulations to be consistent with the current health findings regarding secondhand smoke and vapors and aerosols from electronic smoking devices.

(Ord. No. 2025-4, § 1(Exh. A), 3-4-2025)

APPENDIX A FEE SCHEDULE

ARTICLE A1.000 GENERAL PROVISIONS

Sec. A1.001 Purpose

The schedule of fees as herein established has been designed to provide a comprehensive index of fees and charges for licenses, permits, inspections, certificates, appeals, services and other official actions.

(1972 Code, sec. 32.101; 2008 Code, sec. A1.001)

Sec. A1.002 Scope

The schedule of fees shall apply; provided, however, this fee schedule shall not be deemed exclusive.

(1972 Code, sec. 32.102; 2008 Code, sec. A1.002)

Sec. A1.003 Compliance

The schedule of fees as herein established shall be prescribed as deemed necessary to execute the provisions of this fee schedule.

(1972 Code, sec. 32.103; 2008 Code, sec. A1.003)

ARTICLE A2.000 ADMINISTRATIVE FEES

Sec. A2.001 Copy charges

- (a) *Copy charges:* Charges for providing copies of public information shall be the rules established by the State Attorney General as established in the Texas Administrative Code, title I. (Administration), part 3, (Office of the Attorney General), chapter 70, rule section 70.3 (Cost of Copies of Public Information), unless a specific exception is granted by the attorney general or otherwise specified. This is in accordance with § 552.261(a) which allows a governmental body to recover costs related to reproducing public information. A request for copies may generally be assessed charges for labor, overhead (which is calculated as a percentage of the total labor), and materials. However, if the request is for 50 or fewer pages of paper records, only the charge for the photocopy may be imposed.

(1) *Copy charge for standard paper copy.*

- (A) Under section 70.1 through section 70.11 of this title, a copy of public information that is a printed impression on one side of a piece of paper that measures up to 8-1/2 by 14 inches. Each side of a piece of paper on which information is recorded is counted as a single copy. A piece of paper that has information recorded on both sides is counted as two copies.
- (B) The charge for standard paper copies reproduced by means of an office machine copier or a computer printer is \$0.10 per page or part of a page. Each side that has recorded information is

considered a page. A request for 50 or more copies may incur labor and overhead charges as allowed under state law.

(2) *Copy charge for nonstandard copy.*

- (A) Under section 70.1 through Section 70.11 of this title, a copy of public information that is made available to a requestor in any format other than a standard paper copy. Microfiche, microfilm, diskettes, magnetic tapes, CD ROM are examples of nonstandard copies. Paper copies larger than 8-1/2 by 14 inches (legal size) are also considered nonstandard copies.
- (B) The charges in this subsection are to cover the materials onto which information is copied and do not reflect any additional charges, including labor, that may be associated with a particular request. The charges for nonstandard copies are:
 - (i) Diskette: \$1.00;
 - (ii) Magnetic tape: Actual cost;
 - (iii) Data cartridge: Actual cost;
 - (iv) Tape cartridge: Actual cost;
 - (v) Rewritable or non-rewritable CD (CD-RW): \$1.00;
 - (vi) Non-rewriteable CD (CD-R): \$1.00
 - (vii) Digital video disk (DVD): \$3.00;
 - (viii) JAZ drive: Actual cost;
 - (ix) Other electronic media: Actual cost;
 - (x) VHS video cassette: \$2.50;
 - (xi) Audio cassette: \$1.00;
 - (xii) Oversize paper copy (e.g.: 11 inches by 17 inches, greenbar, not including maps and photographs using specialty paper section 70.9): \$0.50.
 - (xiii) Specialty paper (e.g.: Mylar blueprint, blueline, map, photographic): Actual cost.

(3) *Labor charge.* If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of § 552.261(b) of the Texas Government Code. Labor charge for locating, compiling, manipulating data, and reproducing public information costs incurred in processing a request is \$15.00 per hour. The labor charge includes the actual time to locate, compile, manipulate data, and reproduce the requested information.

- (A) A labor charge shall not be billed in connection with complying with requests that are for 50 or fewer pages of paper records, unless the documents to be copied are located in:
 - (i) Two or more separate buildings that are not physically connected to each other (two buildings connected by a covered or open sidewalk, an elevated or underground passageway, or a similar facility, are not considered to be separate buildings); or
 - (ii) A remote storage facility.
- (B) A labor charge shall not be recovered for any time spent by an attorney, legal assistant, or any other person who reviews the requested information:
 - (i) To determine whether the governmental body will raise any exceptions to disclosure of the requested information under the Texas Government Code, subchapter C, chapter 552; or

- (ii) To research or prepare a request for a ruling by the Attorney General's office pursuant to § 552.301 of the Texas Government Code.
 - (C) When confidential information pursuant to a mandatory exception of the Act is mixed with public information in the same page, a labor charge may be recovered for time spent to redact, blackout or otherwise obscure confidential information in order to release the public information for requests of 50 or fewer pages, unless the request also qualifies for a labor charge pursuant to Texas Government Code, § 552.261(a)(1) or (2).
 - (D) If the charge for providing a copy of public information includes costs of labor, a governmental body shall comply with the requirements of Texas Government Code, chapter 552, § 552.261(b).
- (4) *Overhead charge.*
- (A) Whenever any labor charge is applicable to a request, a governmental body may include in the charges direct and indirect costs, in addition to the specific labor charge. This overhead charge would cover such costs as depreciation of capital assets, rent, maintenance and repair, utilities, and administrative overhead. If a governmental body chooses to recover such costs, a charge shall be made in accordance with the methodology described in subsection (C) of this section. Although an exact calculation of costs will vary, the use of a standard charge will avoid complication in calculating such costs and will provide uniformity for charges made statewide.
 - (B) An overhead charge shall not be made for requests for copies of 50 or fewer pages of standard paper records unless the request also qualifies for a labor charge pursuant to Texas Government Code, § 552.261(a)(1).
 - (C) The overhead charge shall be computed at 20 percent of the charge made to cover any labor costs associated with a particular request. Example: if one hour of labor is used for a particular request, the formula would be as follows: Labor charge for locating, compiling, and reproducing, $\$15.00 \times .20 = \3.00 ; or programming labor charge, $\$28.50 \times .20 = \5.70 . If a request requires one hour of labor charge for locating, compiling, and reproducing information ($\$15.00$ per hour); and one hour of programming labor charge ($\$28.50$ per hour), the combined overhead would be: $\$15.00 + \$28.50 = \$43.50 \times .20 = \8.70 .
- (5) *Remote document retrieval charge.*
- (A) Due to limited on-site capacity of storage documents, it is necessary to store information that is not in current use in a remote location. Every effort should be made by governmental bodies to store current records on-site. State agencies are encouraged to store inactive or non-current records with the state library and archives commission. To the extent that the retrieval of documents results in a charge to comply with a request, it is permissible to recover costs of such services for requests that qualify for labor charges under current law.
 - (B) If a governmental body has a contract with a commercial records storage company, whereby the private company charges a fee to locate, retrieve, deliver, and return to storage the needed records, no additional labor charge shall be factored in for time spent locating documents at the storage location by the private company's personnel. If after delivery to the governmental body, the boxes must still be searched for records that are responsive to the request, a labor charge is allowed.
- (6) *Computer resource charge.*
- (A) The computer resource charge is a utilization charge for computers based on the amortized cost of acquisition, lease, operation, and maintenance of computer resources, which might include, but is not limited to, some or all of the following: central processing units (CPUs), servers, disk

drives, local area networks (LANs), printers, tape drives, other peripheral devices, communications devices, software, and system utilities.

- (B) These computer resource charges are not intended to substitute for cost recovery methodologies or charges made for purposes other than responding to public information requests.
 - (C) The charges in this subsection are averages based on a survey of governmental bodies with a broad range of computer capabilities. Each governmental body using this cost recovery charge shall determine which category(ies) of computer system(s) used to fulfill the public information request most closely fits its existing system(s), and set its charge accordingly. Type of system-rate: mainframe—\$10.00 per CPU minute; midsize—\$1.50 per CPU minute; client/server—\$2.20 per clock hour; PC or LAN—\$1.00 per clock hour.
 - (D) The charge made to recover the computer utilization cost is the actual time the computer takes to execute a particular program times the applicable rate. The PU charge is not meant to apply to programming or printing time; rather it is solely to recover costs associated with the actual time required by the computer to execute a program. This time, called CPU time, is read directly from the CPU clock, and most frequently will be a matter of seconds. If programming is required to comply with a particular request, the appropriate charge that may be recovered for programming time is set forth in subsection (3) of this section. No charge should be made for computer print-out time. Example: If a mainframe computer is used, and the processing time is 20 seconds, the charges would be as follows: $\$10/3 = \3.33 ; or $\$10/60 \times 20 = \3.33 .
- (7) *Miscellaneous supplies.*
- (A) The actual cost of miscellaneous supplies, such as labels, boxes, and other supplies used to produce the requested information, may be added to the total charge for public information.
 - (B) A governmental body that accepts payment by credit card for copies of public information and that is charged a "transaction fee" by the credit card company may recover that fee.
- (8) *Postage and shipping charges.* Governmental bodies may add any related postal or shipping expenses which are necessary to transmit the reproduced information to the requesting party.
- (9) *Police department report copies.*
- (A) Accident report (CR-3 report) copy charge: Shall be in accordance with the Texas Transportation Code section 550.065(c)(4) and section 552.262(a) of the Government Code: \$6.00.
 - (B) Certified accident reports: \$2.00 plus actual copy cost.
 - (C) All other reports: \$0.10 per page
- (10) *Body worn camera records.*
- (A) This section provides the fee for obtaining a copy of body worn camera recording pursuant to § 1701.661 of the Government Code which is the sole authority under which a copy may be obtained from a law enforcement agency under the Public Information Act, chapter 552 of the Government Code, and no fee for obtaining a copy of a body worn camera recording from a law enforcement agency may be charged unless authorized by this section.
 - (B) This section does not apply to a request or portions of a request, seeking to obtain information other than a copy of a body worn camera recording. Portions of a request seeking information other than a copy of a body worn camera recording are subject to the charges listed.
 - (i) \$10.00 per recording responsive to the request for information; and

- (ii) \$1.00 per full minute of body worn camera video or audio footage responsive to the request for information; if identical information has not already been obtained by a member of the public in response to a request for information.
- (iii) A law enforcement agency may provide a copy without charge, or at a reduced charge, if the agency determines waiver or reduction of the charge is in the public interest.
- (iv) If the requestor is not permitted to obtain a copy of a requested body worn camera recording under § 1701.661 of the Government Code or an exception in the Public Information Act, chapter 552 of the Government Code, the law enforcement agency may not charge the requestor under this section.

(11) *Fire department fire incident reports and EMS reports.*

(A) *Fees for residents of the city.*

- (i) Fire incident reports: \$0.10 per page.
- (ii) EMS reports: \$7.50.

(B) *Private companies (excluding other fire/medical agencies).*

- (i) Fire incident reports: \$5.00 per report.

(C) *For law offices and record retrieval companies.*

- (i) Medical records only: \$6.50.
 - a. Medical records + affidavit: \$12.50.
 - b. Medical records + questions: \$16.25.
 - c. Medical records, affidavit & questions: \$17.25.
- (ii) Billing records only: \$3.75.
 - a. Billing records + affidavit: \$9.75.
 - b. Billing records + questions: \$13.50.
 - c. Billing records, affidavit & questions: \$14.50.
- (iii) Medical & billing records only: \$10.25.
 - a. Medical, billing + affidavit: \$17.25.
 - b. Medical, billing + questions (2): \$21.00.
 - c. Medical, billing, affidavits (2) & questions (2): \$23.00.
- (iv) Affidavit or questions of "no record": Same as above.

- (b) City map copy charge: Actual cost of reproduction.
- (c) Master plan copy charge: Actual cost of reproduction.
- (d) Zoning code copy charge: \$16.50.
- (e) Zoning verification letter: \$35.00 - The title of the letter was corrected from zoning confirmation letter to the appropriate title of zoning verification letter and a proposed fee of \$35.00 was added.
- (f) Subdivision code copy charge: \$10.60.
- (g) Judicial records: Copies of information collected, assembled, or maintained by or for the judiciary are governed by rules adopted by the Supreme Court of the state or by other applicable federal and state laws

and rules. The cost of copies of judicial records shall be in accordance with Rule 12 (Public Access to Judicial Records).

- (h) Certified court record copy: \$5.00.

(Ordinance 06-054 adopted 11-21-06; 2008 Code, sec. A2.001; Ordinance adopting 2017 Code; Ordinance 2020-55 adopted 11-2-20)

Sec. A2.002 Returned check charge

Returned check charge, per check: \$25.00.

(Ordinance 06-054 adopted 11-21-06; 2008 Code, sec. A2.002)

Sec. A2.003 Municipal park administrative fees

- (a) All fees must be paid at the time of filing a reservation.
- (b) All city park facilities are available for use at no charge on a first-come first-served basis; however, certain park facilities may be rented for exclusive use, based on the following fee schedule.
- (c) Violation of any park policy, acts of vandalism, or damage to park facilities may result in the loss of any deposit and/or charges being filed in municipal court for such vandalism or damage.
- (d) Pavilion rental fees are as follows:
- (1) Rental times: Sunrise to 2:00 pm and/or 3:00 pm to sunset.
 - (2) Full day rentals are permissible if available; applicant shall pay single deposit and dual rental and barbecue pit fees, if applicable.
 - (3) The barbecue pit may be rented only when the large pavilion is rented. Deposits are refundable if facilities are left in satisfactory condition following use and pit keys are returned as per the contract.
 - (4) Fee structure - large pavilion:

Type	LV Resident	Non-LV Resident
Deposit	\$50.00	\$75.00
Rental fee	\$100.00	\$150.00
Add BBQ pit	\$25.00	\$25.00

- (5) Fee structure - small pavilion:

Type	LV Resident	Non-LV Resident
Deposit	\$25.00	\$25.00
Rental Fee	\$20.00	\$35.00

- (e) Fees for rental of athletic fields, tennis courts, basketball courts, and volleyball pits:
- (1) Multiple hourly field/pit/court rentals per applicant may be applied on one application at initial reservation filing.

- (2) Reservations must be for a one-hour minimum with a four-hour maximum. The maximum and minimum times may be waived for league and tournament plays at the discretion of the city manager or their designee.

Type	LV Resident	Non-LV Resident
Softball Field	\$10.00/hour	\$15.00/hour
LG Soccer Field	\$15.00/hour	\$20.00/hour
SM Soccer Field	\$10.00/hour	\$15.00/hour
Practice Soccer Field	\$10.00/hour	\$15.00/hour
Tennis Court (RR)	\$10.00/hour	\$15.00/hour
Tennis Court (FO)	\$10.00/hour	\$15.00/hour
Volleyball Pit	\$10.00/hour	\$15.00/hour
Basketball Court	\$10.00/hour	\$15.00/hour

- (f) Nonrefundable fees for large group clean-up will be as follows in conjunction with any park facility rental:

Attendance	Fees
50-100 persons	\$50.00
101-150 persons	\$100.00
151-200 persons	\$150.00
201+ persons	\$250.00

- (g) *Special event permit fee:* \$500.00 per event, in addition to rental fees of each park amenity, cleanup fees, private security, and traffic control activities, as required by the Leon Valley Police Department.

- (h) *Swimming pool fees.*

- (1) *Daily gate fee:* \$5.00.

- (A) Season pass - adult resident: \$40.00.
- (B) Season pass - child (under 18), resident: \$30.00.
- (C) Season pass - adult, nonresident: \$100.00.
- (D) Season pass - child (under 18), nonresident: \$60.00.
- (E) Season pass - swim team member (full use of pools): \$10.00.
- (F) Maximum amount per family: \$200.00.
- (G) Maximum amount per non-resident family: \$400.00.

- (2) *Affordability rate, for residents only (application required at city hall, must meet HHS guidelines for 2019).*

- (A) Season pass - adult resident: \$20.00.
- (B) Season pass - child (under 18), resident: \$15.00.

- (3) *Day care/groups:* \$5.00.

- (4) *Swim lessons.*

- (A) Private: three hours of class: \$150.00.
- (B) Semi-private: three hours of class: \$100.00.

- (C) Group: three hours of class: \$50.00.
- (D) Swim team fee to use city pools: (paid by swim team): \$20.00 per team member.
- (5) *Pool parties (before or after normal scheduled hours).*
- (A) Forest Oaks (includes community room): \$250.00 for two hours, up to 25 participants with \$5.00 for each additional person, \$50.00 reservation fee.
- (B) 6600 Strawflower: \$125.00 for two hours, up to 25 participants, with \$5.00 for each additional person, \$50.00 reservation fee.
- (C) Facility rental (Forest Oaks): \$150.00 for two hours, \$50.00 each additional hour, \$50.00 reservation fee.
- (D) The Hill: \$100.00 for two hours, \$50.00 each additional hour, \$50.00 reservation fee.

(Ordinance 10-004 adopted 1-5-10; 2008 Code, sec. A2.003; Ordinance 2017-10 adopted 4-18-17; Ordinance 2018-20 adopted 3-6-18; Ordinance 2018-31, sec. 2, adopted 4-3-18; Ordinance 2019-16 adopted 4-2-19; Ord. No. 2024-4, § 1, 3-19-2024; Ord. No. 2025-13, § 1, 5-20-2025)

Sec. A2.004 Community center rental fees

(a) *Rental rates:*

Users	Weekdays (Monday—Thursday) (4 hours)		Weekends (Friday— Sunday)(6 hours)		Each Add 'l Hour
	Nonresident	Resident*	Nonresident	Resident*	
Commercial:					
1,000 sf	\$105.00	\$75.00	\$120.00	\$90.00	\$15.00
2,000 sf	\$140.00	\$110.00	\$180.00	\$150.00	\$20.00
4,000 sf	\$230.00	\$200.00	\$305.00	\$275.00	\$25.00
Kitchen	\$50.00	\$50.00	\$50.00	\$50.00	\$0.00
Private:					
1,000 sf	\$90.00	\$60.00	\$105.00	\$75.00	\$15.00
2,000 sf	\$115.00	\$90.00	\$150.00	\$120.00	\$25.00
4,000 sf	\$180.00	\$150.00	\$230.00	\$200.00	\$30.00
Kitchen	\$50.00	\$50.00	\$50.00	\$50.00	\$0.00
Civic:					
1,000 sf	\$15.00	\$10.00	\$25.00	\$20.00	\$0.00
2,000 sf	\$20.00	\$15.00	\$30.00	\$25.00	\$0.00
4,000 sf	\$25.00	\$20.00	\$45.00	\$40.00	\$0.00
Kitchen	\$15.00	\$15.00	\$15.00	\$15.00	\$0.00
Official:					
All	\$10.00	\$10.00	\$15.00	\$15.00	\$0.00
Kitchen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

*In order to qualify for a residential rate, the applicant must live in the City and must provide proof of residency at the time the application is submitted for approval.

(b) *Deposit to reserve center:* \$200.00.

- (c) *Cleaning fee*: \$200.00 per cleaning. The cleaning fee is waived for all city official uses.
- (d) *Community center penalty fees*:
- (1) *Late event date change*. If the renter requests an event date change more than 30 days before the event, there is no extra cost. If the renter requests a change of date between 15 to 29 days before the event, there is a \$100.00 charge. If the renter requests an event date change one to 14 days before the event, there is a \$150.00 charge. This late event date change policy allows renters to reschedule without losing their deposit and repeating the booking and registration process.
 - (2) *Late exit fee*. A fee of \$100.00 will be charged to renters that fail to exit the facility at the time agreed in the lease agreement. There has been a problem of renters leaving later than their scheduled time.
 - (3) *Emergency key pickup*. A penalty fee of \$100.00 will be charged to renters that require an emergency key pickup, when the renter needs for staff to come and open the conference center during nonbusiness hours without having made a special request and having it prearranged.
 - (4) *Event cancellation*. The lessee can recover 50 percent of the initial security/damage deposit if the event is cancelled no later than 90 days prior to the commencement date. If a letter of cancellation is not postmarked or submitted to staff before this date, the lessee will forfeit 100 percent of the security/damage deposit.

(1972 Code, sec. 32.1500(L); Ordinance 02-001, sec. 1, adopted 1-15-02; Ordinance 12-031 adopted 10-16-12; 2008 Code, sec. A2.004)

Sec. A2.005 Conference center rental fees

- (a) *Rental, cleaning and security services fees chart.*

	3,000 sq. ft.	1,000 sq. ft.
Cleaning	\$145.00/cleaning	\$145.00/cleaning
Deposit	\$500.00	\$250.00
Security	\$22.00/hr.	\$22.00/hr.
Full day (10 hours) rental fee	\$650.00	\$350.00
Half day (5 hours) rental fee	\$400.00	\$250.00
Additional hour	\$80.00	\$60.00
*Hourly rate initial hour	\$200.00	\$100.00

*Hourly rate:

- (1) Initial hour: If a customer rents the conference center on an hourly basis, he/she must pay the initial hour fee for the first hour rented.
- (2) Each additional hour is priced at the additional hour fee rate listed in the chart above.
- (3) Hourly rentals cannot be booked earlier than 60 days before the event.
- (4) Customers must rent two hours minimum.

(Ordinance 02-001, sec. 1, adopted 1-15-02; Ordinance 12-031 adopted 10-16-12; 2008 Code, sec. A2.005)

Sec. A2.006 Library fees

- (a) *Copies/prints, maximum of 20 total per day.*

- (1) Black and white: \$0.10 per sheet.
- (2) Color: \$0.50 per sheet.
- (b) *Fax.*
 - (1) Local and toll free: \$0.50 total (covers confirmation page).
 - (2) Long distance: \$1.00 total (covers confirmation page and LD call).
 - (3) Receive fax: \$0.10 per sheet.
- (c) *Scanning:* \$0.50 per sheet.
- (d) *Notary services:* No cost.
- (e) *Test proctoring:* \$5.00 booking fee.
- (f) *Library card fees.*
 - (1) *City residents, property owners and business owners.* Library cards are free to all residents, property owners, and business owners who own a business within the city. Proof of residency or ownership is required.
 - (2) *Out-of-town residents.* Persons living outside the city limits may receive a library card by:
 - (A) Presenting a valid form of identification & proof of residence.
 - (B) Paying a fee of \$20.00 per year for the household.
 - (C) Paying a fee of \$10.00 per year for a senior citizen household (60 and up).
- (g) *Replacement membership card.* Library cardholders are encouraged to keep their library card secure. Should a library card become lost or stolen, it is the responsibility of the cardholder to notify the library immediately. There is a charge for replacement cards of \$1.00 for the replacement.
- (h) *Fines and fees for materials.* The Leon Valley Public Library is a fine free library.
- (i) *Lost or damaged materials.* Library patrons are responsible for all library materials checked out to their account and will be held liable for any losses or damage to library materials while checked out to them. The library will not charge for normal wear of library materials.
 - (1) If the materials are lost, the patron will be charged the cost to replace the materials.
 - (2) If materials are damaged so as to be judged by the library as being unsuitable for the collection, the patron must pay the cost of the item. The damaged item then becomes the property of the individual.
 - (3) A \$2.00 processing fee will be charged for each library material damaged beyond repair or lost by the patron. This \$2.00 processing [fee] is not refundable should the item be returned at a later date.
- (j) *Loss of borrowing privileges.* Patrons with lost or damaged materials or with fines that exceed \$5.00 may not check out materials until records are cleared.
- (k) *Makerspace items.*
 - (1) Button making: \$0.25 per button.
 - (2) 3D printing: \$0.05 per estimated.

(Ordinance adopting 2017 Code; Ordinance 2017-76 adopted 12-19-17; Ord. No. 2021-51, § 1, 11-2-2021; Ord. No. 2023-18, § 1, 6-20-2023)

Sec. A2.007 Parades

Parade permit fee: \$50.00.

(1972 Code, sec. 26.1103; 2008 Code, sec. A2.008)

Sec. A2.008 Block parties

Nonrefundable permit application fee to defray costs and expenses: \$50.00.

(Ordinance 08-012, sec. 1 (26.1602), adopted 2-19-08; 2008 Code, sec. A2.009)

Sec. A2.009 Graffiti removal

Administrative expense to abate graffiti nuisance: \$150.00.

(Ordinance 08-011 adopted 2-19-08; 2008 Code, sec. A2.010)

Sec. A2.010 Use of public rights-of-way by telecommunications facilities

- (a) Nonrefundable application fee: \$850.00.
- (b) Administrative fee, upon acceptance of a public right-of-way use agreement (PRWUA) granted by city: \$5,000.00, against which the \$850.00 application fee will be credited.
- (c) *Small cell nodes*: The city will collect \$500.00 for the first five small cell network nodes, and then \$250.00 for each node thereafter; a fee of \$1,000.00 for each node support pole, and an annual fee of \$250.00 per network node installed. The rate to collocate a network node on a service pole in the public right-of-way shall be \$20.00 per pole per year.

(1972 Code, ch. 35, sec. 4; 2008 Code, sec. A2.011; Ordinance 2017-64, sec. II, adopted 10-2-17)

Sec. A2.011 Memorial naming/renaming application and consideration fee

- (a) Application and consideration: \$200.00
- (b) Costs associated with the manufacturing and placement of the signs is the responsibility of the requestor.

(Ordinance 2013-10-14-03, sec. 2, adopted 10-14-13; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A2.012 Reserved

Ord. No. 2023-39, § 1(Exh. A), adopted October 17, 2023, repealed § A2.012, which pertained to newsletter advertisement fees and derived from Ordinance 14-007 adopted June 8, 2014.

Sec. A2.013 Police department property room handling fee

- (a) Police department property room handling fee for the retrieval of lost property, abandoned property, personal property and evidence from a crime that has been adjudicated and that is stored in the city police department property room: \$25.00 per incident.

- (b) Method of payment: Exact cash, cashier's check, money order, or credit card plus a transaction fee of five percent per incident for each credit card transaction.

(Ordinance 2017-22 adopted 5-16-17; Ordinance 2020-53 adopted 11-2-20)

ARTICLE A3.000 MUNICIPAL COURT FEES¹

Sec. A3.001 Miscellaneous fees

- (a) *Administrative fee*: \$10.00.
- (b) *Warrant of arrest fee*: \$50.00. This fee is set by the state.
- (c) *Court cost fee (to be collected in accordance with state law)*: Administrative fees for applicable state tax or court costs related to fines are set forth under separate ordinance.
- (d) *Judicial records*: Copies of information collected, assembled, or maintained by or for the judiciary are governed by rules adopted by the supreme court of the state or by other applicable federal and state laws and rules. The cost of copies of judicial records shall be in accordance with rule 12 (public access to judicial records).
- (e) *Certified court record copy*: \$5.00.

(1972 Code, sec. 32.1500(J); 2008 Code, sec. A3.001; Ordinance 2020-55 adopted 11-2-20)

Sec. A3.002 Building security fund fee

- (a) Any defendant convicted of a misdemeanor offense in the municipal court of the city shall pay a security cost fee of \$3.00 in addition to such other costs of court that may be presently or hereafter imposed as court costs upon conviction for such misdemeanor offenses.
- (b) A person is considered convicted if:
 - (1) A sentence is imposed on a person;
 - (2) The person is placed on community supervision, including deferred adjudication or deferred disposition; or
 - (3) The court defers final disposition of the person's case.
- (c) The clerk of the municipal court shall collect the costs and pay the funds to the city municipal treasurer, or to any other official who discharges the duties commonly delegated to a municipal treasurer, for deposit in a fund to be known as the municipal court building security fund.
- (d) Funds derived from the municipal court building security fund fees may be used only to finance security personnel or to finance items when used for the purpose of providing security services for the municipal court of the city as appropriate, including, but not limited to:
 - (1) The purchase or repair of X-ray machines and conveying systems;

¹State law reference(s)—Municipal court fines, costs and special expenses, Tex. Code Crim. Proc. art. 45.203; costs paid by defendants, Tex. Code Crim. Proc. ch. 102; court costs on conviction, V.T.C.A., Government Code, § 102.021; additional court costs on conviction in municipal court, V.T.C.A., Government Code, § 102.121.

- (2) Hand-held metal detectors;
- (3) Walk-through metal detectors;
- (4) Identification cards and systems;
- (5) Electronic locking and surveillance equipment;
- (6) Bailiffs, deputy sheriffs, deputy constables, or contract security personnel during times when they are providing appropriate security services;
- (7) Signage;
- (8) Confiscated weapons inventory and tracking systems;
- (9) Locks, chains, alarms, or similar security devices;
- (10) The purchase or repair of bulletproof glass; and
- (11) Continuing education on security issues for court personnel and security personnel.

(Ordinance 06-018 adopted 7-18-06; 2008 Code, sec. A3.002)

State law reference(s)—Authority to establish municipal court building security fund, Tex. Code Crim. Proc. art. 102.017.

Sec. A3.003 Technology fund fee

- (a) Any defendant convicted of a misdemeanor offense in the City of Leon Valley Municipal Court shall pay a technology fee of \$4.00 as a cost of court in addition to such other costs of court that may be presently or hereafter imposed as court costs upon conviction for such misdemeanor offenses. Any person is considered convicted if:
 - (1) A sentence is imposed on a person;
 - (2) The person is placed on community supervision, including deferred adjudication or deferred disposition; or
 - (3) The court defers final disposition of the person's case.
- (b) The clerk of the municipal court shall collect the costs and pay the funds to the municipal treasurer, or to any other official who discharges the duties commonly delegated to a municipal treasurer, for deposit in a fund to be known as the municipal court technology fund.
- (c) Funds derived from the technology fees may be used only to finance the purchase of technological enhancements for the City Municipal Court of Record, including, but not limited to:
 - (1) Computer systems;
 - (2) Computer networks;
 - (3) Computer hardware;
 - (4) Computer software;
 - (5) Imaging systems;
 - (6) Electronic kiosks;
 - (7) Electronic ticket writers; and
 - (8) Docket management systems.

(d) The Municipal Court Technology Fund shall be administered by or under the direction of the city council.
(Ordinance 06-019 adopted 7-18-06; 2008 Code, sec. A3.003)

State law reference(s)—Authority to establish municipal court technology fund, Tex. Code Crim. Proc. art. 102.0172.

ARTICLE A4.000 ANIMAL CONTROL FEES

Sec. A4.001 Impoundment, boarding and rabies control fees

- (a) *Impoundment:*
 - (1) First impoundment: \$30.00.
 - (2) Second impoundment: \$60.00.
- (b) *Boarding, per day:*
 - (1) Cats: \$10.00 per day.
 - (2) Dogs: \$12.00 per day.
 - (3) Large animals: \$17.00 per day.
- (c) *Other charges:*
 - (1) Euthanasia: Actual cost.
 - (2) Rabies testing (head): Actual cost.
 - (3) Rabies observation: Actual cost.
 - (4) Rabies vaccination: Actual cost.

(Ordinance 06-062, sec. 1, adopted 12-19-06; 2008 Code, art. A4.000(a)-(c))

Sec. A4.002 Pet license

City pet license:

- (1) Spayed/neutered animals: \$0.00.
- (2) Unaltered animals: \$0.00.

(Ordinance 06-062, sec. 1, adopted 12-19-06; 2008 Code, art. A4.000(d); Ord. No. 2025-34, § 1(Att.), 12-2-2025)

Sec. A4.003 Kennel, pet shop or grooming shop license

- (a) Pet grooming licensing permit fee: \$100.00 annually.
- (b) Pet kennel license permit fee: \$150.00 annually.
- (c) Pet shop license permit fee: \$150.00 annually.

(Ordinance 06-062, sec. 1, adopted 12-19-06; 2008 Code, art. A4.000(e) ; Ordinance 2019-59, sec. 2, adopted 11-19-19)

Sec. A4.004 Registration of dangerous dog

Dangerous dogs:

- (1) Registration fee: \$50.00.
- (2) New registration at new address: \$25.00.

(Ordinance adopting 2008 Code; 2008 Code, art. A4.000(f))

Sec. A4.005 Registration of dangerous wild animal

Application, issuance, and renewal of a certificate of registration for a dangerous wild animal: \$50.00 per animal, not to exceed \$500.00 for each person registering animals, regardless of the number of animals owned by the person.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.031)

Sec. A4.006 Dog microchipping

Leon Valley resident:

- (1) Free microchipping.
 - a. Limit of four per address.

Non-Leon Valley resident:

- (1) \$20.00.

The city manager, or designee, is authorized to reduce or waive fees for adoption events or where necessary to advance the goals of the department to reduce animals in city kennels.

(Ord. No. 2025-14, § 1, 7-15-2025; Ord. No. 2025-34, § 1(Att.), 12-2-2025)

ARTICLE A5.000 ALCOHOLIC BEVERAGE ESTABLISHMENTS

Sec. A5.001 License and permit fees

Alcoholic beverage license or permit fees as prescribed by state law.

Late hours permit fee: \$25.00

(1972 Code, sec. 32.104; 2008 Code, sec. A5.001; Ord. No. 2023-36, § II, 9-19-2023)

ARTICLE A6.000 FOOD ESTABLISHMENTS

Sec. A6.001 License fees

- (a) *Food establishment license:*

- (1) Minimum fee for establishment in which one or two persons are employed, operated by not more than two persons: \$125.00.
- (2) Operated by more than two and not more than six persons: \$175.00.
- (3) Operated by more than six and not more than ten persons: \$350.00.
- (4) Operated by more than ten and not more than 15 persons: \$550.00.
- (5) Operated by more than 15 persons: \$800.00.
- (6) Initial operating license: \$125.00*.

*There shall be an administrative fee of \$125.00 for first-year food establishments for training of personnel in proper food handling and storage techniques. This fee may be waived when sufficient knowledge is demonstrated to the health and sanitation officer and no further training is required by the city.

- (b) *Temporary food license for special events*: \$40.00 per day per stand for temporary food service establishments with an \$80.00 maximum per stand per event, per person, for not over 14 days. (Not renewable.)

- (c) ~~Mobile food vending license fee: \$120.00 (annually)~~

~~Mobile food truck vending food license: \$35.00 (annually)~~

(Ordinance 11-019 adopted 8-16-11; 2008 Code, sec. A6.001; Ordinance 16-025 adopted 7-19-16; Ord. No. 2021-58, § 1, 11-2-2021; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

ARTICLE A7.000 PEDDLERS, SOLICITORS AND HANDBILL DISTRIBUTORS

Sec. A7.001 Permit fee

Permit fee (single individual): \$100.00.

(1972 Code, sec. 32.1000; 2008 Code, sec. A7.001; Ordinance 2013-11-18-01 adopted 11-18-13)

Sec. A7.002 Registration fee for persons engaged in interstate commerce

Registration of persons engaged in interstate commerce: \$2.00.

(1972 Code, sec. 22.112; 2008 Code, sec. A7.002)

ARTICLE A8.000 BUILDING AND CONSTRUCTION RELATED FEES

Sec. A8.001 Contractor registration fee

- (a) All contractors, both general and subcontracted, which are providing professional services to addresses located within the city limits, both residential or and/or commercial must register their current state issued trade license with the city annually. There is no fee associated with this registration. This includes but is not limited to general building contractors, heating, and air conditioning (mechanical), electrical, bulk water, irrigation, gas, sewer trench, swimming pools, sidewalks/driveway/curb cuts, fences, foundation, roof, water well, sign and any nonfranchise utility construction contractors.

(b) See section A8.021 for tree trimming contractor registration fees.

(Ordinance 12-028 adopted 9-8-12; 2008 Code, sec. A8.023; Ordinance 16-016 adopted 4-5-16; Ordinance 2017-69, sec. 3, adopted 11-21-17; Ord. No. 2022-52, § 2(Exh. A), 10-18-2022)

Sec. A8.002 Building permit

(a) *Site plan.*

(1) Site plan application fee: \$250.00.

(2) Site plan appeal fee: \$250.00.

(b) *Building permit fee.*

(1) *Commercial building permit fees.*

Total Valuation	Fee
\$1.00—\$500.00	\$60.00
\$501.00—\$2,000.00	\$60.00 for the first \$500.00 plus \$2.00 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00—\$25,000.00	\$90.00 for the first \$2,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00—\$50,000.00	\$400.00 for the first \$25,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00—\$100,000.00	\$600.00 for the first \$50,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00—\$500,000.00	\$800.00 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 - \$1,000,000.00	\$3,000.00 for the first \$500,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and above	\$4,500.00 for the first \$1,000,000.00 plus \$2.00 for each additional \$1,000.00 or fraction thereof

(2) *Residential building permit fees.*

(A) New construction: \$800.00 minimum permit fee + \$0.50 per square foot.

(B) Additions/remodels: \$400.00 minimum permit fee + \$0.50 per square foot.

(Ordinance 05-022 adopted 8-29-05; 2008 Code, sec. A8.001; Ordinance 16-025 adopted 7-19-16; Ordinance 2019-34 adopted 8-6-19)

Sec. A8.003 Plan review fee assessment

(a) 35 percent of the commercial building permit fee, with a \$100.00 minimum.

(b) 25 percent of all residential building permit fees, with a \$75.00 minimum.

(c) Re-review fees: \$150.00.

(Ordinance 11-020, sec. 2, adopted 8-16-11; 2008 Code, sec. A8.022; Ordinance 16-025 adopted 7-19-16; Ord. No. 2024-24, § 1, 7-16-2024)

Sec. A8.004 Certificate of occupancy

- (a) Permit fee: \$125.00.
- (b) Reinspection: \$75.00.
- (c) Duplicate copy fee: \$25.00.

(Ordinance 05-022 adopted 8-29-05; 2008 Code, sec. A8.004(a); Ordinance 16-025 adopted 7-19-16; Ordinance 2020-55 adopted 11-2-20; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.005 Bulk water permit

- (a) Permit fee: \$65.00.
- (b) Deposit: \$2,500.00.
- (c) Water fee: \$3.70 per 1,000 gallons.
- (d) Edwards Aquifer Authority fee of \$0.62 per 1,000 gallons of water used.

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.004(b); Ordinance 16-025 adopted 7-19-16; Ordinance 2018-74, sec. 1, adopted 9-18-18; Ord. No. 2025-1, § 1, 1-21-2025)

Sec. A8.006 Curb cut permit

- (a) Commercial: \$275.00 (includes initial and final inspection only.)
- (b) Residential: \$175.00 (includes initial and final inspection only.)
- (c) Resubmittal of plans for review: \$150.00 flat fee.
- (d) Commercial reinspection: \$150.00.
- (e) Residential reinspection: \$100.00.

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.005; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023; Ord. No. 2024-23, § 1, 7-16-2024)

Sec. A8.007 Reserved

Editor's note(s)—Former section A8.007 pertaining to electrical contractor license fees and deriving from the 1972 Code, sec. 32.501 and the 2008 Code, sec. A8.006, was deleted in its entirety by Ordinance 2017-69, § 4, adopted November 21, 2017.

Sec. A8.008 Building permit (electrical)

Building permit (electrical) fees:

- (1) Base fee (includes inspection): \$100.00.
 - (A) Residential: \$100.00.
 - (B) Commercial: \$200.00.
- (2) Reinspection fee: \$75.00

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.007; Ordinance 16-025 adopted 7-19-16; Ordinance adopting 2017 Code; Ordinance 2017-69, sec. 5, adopted 11-21-17; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.009 Fence permit

- (a) Fence permit fee: \$75.00
- (b) Reinspection: \$75.00

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.008; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.010 Fence variance application

Fence variance application fee: \$200.00.

(1972 Code, sec. 32.601; 2008 Code, sec. A8.009; Ordinance 16-025 adopted 7-19-16)

Sec. A8.011 Floodplain development permit

- (a) Floodplain development permit fee homestead exemption: \$200.00.
- (b) Floodplain development permit fee non-homestead case: \$1,500.00.

(1972 Code, sec. 32.302A; 2008 Code, sec. A8.003; Ordinance 16-025 adopted 7-19-16)

Sec. A8.012 Heating, ventilation and air conditioning permit

Heating, ventilation, and air conditioning permits:

- (1) Base fee and reinspection fees:
 - (A) Base fee (includes inspection):
 - (i) Residential: \$100.00.
 - (ii) Commercial: \$200.00.
 - (B) Reinspection fee: \$75.00

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.010; Ordinance 16-025 adopted 7-19-16; Ordinance adopting 2017 Code; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.013 Manufactured home park fees

- (a) Manufactured home park permit fee based on valuation of on-site infrastructure at the rate of the current building code fee table, and not less than \$1,000.00.
- (b) Manufactured home park annual license and transfer of license fee: \$50.00 plus \$2.00 per space.
- (c) Manufactured home park space application fee: \$75.00.

(Ordinance 99-021, sec. 1, adopted 4-20-99; 2008 Code, sec. A8.011; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.014 Plumbing, gas, and sewer and trench fees

- (a) Plumbing fees:
 - (1) Base fee (includes inspection):
Residential: \$100.00.
Commercial: \$200.00.
 - (2) Reinspection fee: \$75.00.
- (b) Gas permit fees:
 - (1) Base fee (includes inspection):
Residential: \$100.00.
Commercial: \$200.00.
 - (2) Reinspection fee: \$75.00.
- (c) Sewer and trench permit fees:
 - (1) Base fee (includes inspection):
Residential: \$100.00.
Commercial: \$200.00.
 - (2) Reinspection fee: \$65.00.

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.012; Ordinance 16-025 adopted 7-19-16; Ordinance 2017-25 adopted 6-20-17; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.015 Vacant Building Registration and Inspection Fees

- (a) *Annual Registration fee:* \$125.00.
 - (b) *Reinspection fee:* \$95.00.
- (Ord. No. 2023-4, § 3, 2-7-2023)

Ord. No. 2023-4, § 3, adopted February 7, 2023, repealed the former § A8.015, and enacted a new § A8.015 as set out herein. The former § A8.015 pertained to residential rental registration and inspection fees and derived from Ordinance 09-032 adopted July 7, 2009; 2008 Code, sec. A8.019; Ordinance 16-025 adopted July 19, 2016; Ord. No. 2023-39, § 1(Exh. A), October 17, 2023.

Sec. A8.016 Residential temporary portable storage unit permit

Permit fee: \$75.00.

(Ordinance 09-051, sec. 2, adopted 10-5-09; 2008 Code, sec. A8.020; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.017 Roofing permit

- (a) Roofing permit fee: \$75.00

- (b) Reinspection: \$75.00

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.002; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.018 Sidewalk permit

- (a) Commercial: \$275.00 (includes initial and final inspection only.)
- (b) Residential: \$175.00 (includes initial and final inspection only.)
- (c) Resubmittal of plans for review: \$150.00 flat fee
- (d) Commercial reinspection: \$150.00.
- (e) Residential reinspection: \$100.00.

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.013; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023; Ord. No. 2024-23, § 1, 7-16-2024)

Sec. A8.019 Signs

- (a) Temporary sign permit: \$25.00 per sign.
- (b) Temporary sign deposit: \$50.00 per sign.
- (c) Permanent sign permit without electric hook-up: \$100.00 per sign.
- (d) Permanent sign permit with electric hook-up: \$150.00 per sign.
- (e) Sign variance request: \$200.00 per request.
- (f) Annual billboard sign permit: \$150.00 per year.
- (g) Temporary weekend signs: \$30.00 per permit and \$1.00 per sign, per calendar year.
- (h) Charge for removal and impoundment of signs in the right-of-way: \$25.00 per sign.
- (i) Master sign plan: \$100.00.
- (j) Sign reinspection fees, not including temporary signs: \$75.00.

(Ordinance 03-008, sec. 1, adopted 4-1-03; Ordinance 06-034 adopted 9-5-06; Ordinance 06-041 adopted 10-3-06; 2008 Code, sec. A8.014; Ordinance 16-025 adopted 7-19-16; Ordinance 2017-25 adopted 6-20-17; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.020 Swimming pool permit

- (a) Base fee: As per section A8.002 building permit fees
- (b) Reinspection: \$75.00

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.015; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.021 Tree cutting/pruning contractor fees

Annual registration fee: \$0.00.

(Ordinance 10-013, sec. 2, adopted 4-20-10; 2008 Code, sec. A8.021; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.022 Tree removal permit for new construction

- (a) Residential: \$60.00.
- (b) Commercial: \$120.00.

(Ordinance 08-028 adopted 6-17-08; 2008 Code, sec. A8.018)

Sec. A8.023 Water well permit and reinspection fee

- (a) Permit fee: \$75.00.
- (b) Reinspection: \$75.00.

(Ordinance 11-020, sec. 1, adopted 8-16-11; 2008 Code, sec. A8.004(c); Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.024 Reserved

Ord. No. 2023-39, § 1(Exh. A), adopted October 17, 2023, repealed § A8.024, which pertained to engineer and derived from Ordinance 11-020, sec. 1, adopted August 16, 2011; 2008 Code, sec. A8.016; Ordinance 16-025 adopted July 19, 2016; Ordinance adopting 2017 Code.

Sec. A8.025 Wired unmanned telecommunication box installation fees

- (a) Wired unmanned telecommunication box application fee: \$75.00.
- (b) Wired unmanned telecommunication box reinspection fee: \$75.00.

(Ordinance 01-019 adopted 6-5-01; 2008 Code, sec. A8.017; Ordinance 16-025 adopted 7-19-16; Ord. No. 2023-39, § 1(Exh. A), 10-17-2023)

Sec. A8.026 Contractor penalty fee

Penalty fee (working without a permit):

- (1) First offense: \$300.00.
- (2) Second offense: \$500.00.
- (3) Third offense: \$1,000.00.

(Ordinance 2017-32 adopted 6-20-17)

ARTICLE A9.000 FIRE DEPARTMENT AND FIRE PROTECTION FEES

Sec. A9.001 Fire protection system construction permits

- (a) Automatic fire extinguishing system:
 - (1) New sprinkler system:
 - 1—10 heads: \$125.00.
 - 11—25 heads: \$150.00.
 - 26—200 heads: \$200.00.
 - 201+: \$200.00 + \$0.75 per head.
 - \$2,000.00 maximum sprinkler head charge.
 - Additional floor charge: \$40.00 for each floor above and below the first floor.
 - (2) Sprinkler modification with heads:
 - 1—9 heads: \$12.50 per head.
 - 10—25 heads: \$125.00.
 - 26—200 heads: \$150.00.
 - 201+: \$150.00 + \$0.75 per head.
 - \$2,000.00 maximum sprinkler head charge.
 - Additional floor charge: \$40.00 for each floor above and below the first floor.
 - (3) Sprinkler modification without heads: \$100.00.
 - (4) Paint/spray booth: \$250.00.
 - (5) Vent/hood suppression system: \$150.00.
 - (6) Alternative fire protection system: \$250.00.
- (b) Compressed gases: \$300.00.
- (c) Fire alarm and detection system and related equipment:
 - (1) New fire alarm system:
 - 1—10 devices: \$125.00.
 - 11—25 devices: \$150.00.
 - 26—200 devices: \$200.00.
 - 201+: \$200.00 + \$0.75 per device.
 - \$2,000.00 maximum device charge.
 - Additional floor charge: \$40.00 for each floor above and below the first floor.
 - (2) Fire alarm modification:
 - 1—9 devices: \$12.50 per device.
 - 10—25 devices: \$125.00.
 - 26—200 devices: \$150.00.

201+: \$200.00 + \$0.75 per device.

\$2,000.00 maximum device charge.

Additional floor charge: \$40.00 for each floor above and below the first floor.

(3) Smoke control systems: \$175.00.

(d) Fire pumps and related equipment: \$200.00.

(e) Flammable and combustible liquids: \$200.00.

(f) Hazardous materials: \$200.00.

(g) Industrial ovens: \$200.00.

(h) LP gas: \$200.00.

(i) Private fire hydrants: \$100.00.

(j) Spraying or dipping: \$200.00.

(k) Standpipe systems: \$200.00 for the first, \$125.00 for each additional system.

(l) Underground fire system: \$200.00.

(Ordinance 05-001, sec. 32.2300, adopted 1-4-05; 2008 Code, sec. A9.001)

Sec. A9.002 Hazardous operations permits

(a) Aerosol products: \$200.00.

(b) Battery systems: \$150.00.

(c) Cellulose nitrate film: \$200.00.

(d) Combustible dust-producing operations: \$200.00.

(e) Combustible fibers: \$150.00.

(f) Compressed gases: \$200.00.

(g) Cryogenic fluids: \$200.00.

(h) Dry cleaning plants: \$150.00.

(i) Flammable and combustible liquids: \$200.00.

(j) Fumigation and thermal insecticide fogging: \$150.00.

(k) Hazardous materials: \$300.00.

(l) HPM facilities: \$300.00.

(m) High-piled storage: \$100.00.

(n) Hot work operation: \$100.00.

(o) Industrial ovens: \$100.00.

(p) Liquid or gas fueled vehicles in group A occupancies: \$100.00.

(q) Magnesium: \$200.00.

(r) Open flames and torches: \$100.00.

- (s) Open flames and candles: \$50.00.
 - (t) Organic coating: \$200.00.
 - (u) Motor fuel dispensing facilities: \$150.00.
 - (v) Spraying or dipping: \$200.00.
- (Ordinance 05-001, sec. 32.2400, adopted 1-4-05; 2008 Code, sec. A9.002)

Sec. A9.003 Miscellaneous fire department fees

- (a) System retesting fee: \$75.00.
- (b) Rescheduling fee: \$30.00.
- (c) Working without a permit fee: Double permit fee.
- (d) Reinspection fee: \$30.00.
- (e) After hours fee: \$50.00 per hour, two-hour minimum.
- (f) False alarm fee:
 - (1) One to five activations within 365-day period: No charge.
 - (2) Each activation more than five in 365-day period: \$50.00.
- (g) Water crossing rescue fee: A fee of \$400.00 shall be assessed to any person that a fire department unit of the city rescues or attempts to rescue at a low-water crossing or flooded roadway where the person has become trapped while attempting to drive or walk across the low-water crossing or flooded roadway. If the vehicle that was used to attempt to cross the low-water crossing or flooded roadway contained more than one person, the fee shall be applied to each person in the vehicle.
- (h) Public fireworks display permit application fee: \$50.00.
- (i) Fire inspector fee: \$40.00 per hour.

(Ordinance 05-001, sec. 32.2500, adopted 1-4-05; Ordinance 05-023 adopted 8-29-05; 2008 Code, sec. A9.003; Ordinance 14-006 adopted 5-12-14)

ARTICLE A10.000 EMERGENCY MEDICAL SERVICES FEES

- (a) *Payment for transport to an area hospital:*
 - (1) Basic life support: \$900.00.
 - (2) Advanced life support 1 response: \$950.00.
 - (3) Advanced life support 2 response: \$950.00.
- (b) *Surcharge for transport of nonresidents:* \$100.00.
- (c) *Payment for aid rendered only:*
 - (1) City resident: \$150.00.
 - (2) Nonresident: \$200.00.
- (d) *Payment for ALS or BLS mileage (per loaded transport mile):*

- (1) City resident: \$18.00.
- (2) Nonresident: \$18.00.
- (e) *Payment for additional medics:*
 - (1) Extra attendant (priority 1 patient or CPR): \$120.00.
 - (2) Extra attendant (weight 300+ lb. patient): \$100.00.
 - (3) Extra attendant (stairs): \$100.00.
- (f) *Payment for supplies:*
 - (1) Advanced life support (ALS) disposables: \$375.00.
 - (2) Basic life support (BLS) disposables: \$250.00.
 - (3) Oxygen: \$125.00.

(g) *Definitions:*

Aid rendered only. The patient received assessment and/or treatment for an illness or injury and the patient refuses transport to a hospital. "Aid rendered only" is synonymous with "treatment - no transport." If ALS supplies, IV supplies or medications are used during treatment, these are charged to the patient in addition to the aid rendered only charge. A patient assessment requires measurement and documentation of at least two vital signs (pulse, respiration, blood pressure, etc.).

ALS 1 emergency transport. Transportation by ground ambulance vehicle, medically necessary supplies and services and either an advanced life support (ALS) assessment by ALS personnel or the provision of at least one ALS intervention. EMT-intermediate scope includes (but not limited to):

- (1) Administration of IV fluids (except blood or blood products).
- (2) Peripheral venous puncture.
- (3) Blood drawing.
- (4) Monitoring IV solutions during transport that contain potassium.
- (5) Administration of approved medications, IV, sub Q, sublingual, nebulizer, inhalation, IM.

ALS 2 emergency transport. Transportation either by ground ambulance vehicle, medically necessary supplies and services, and the administration of at least three medications by intravenous push/bolus or by continuous infusion excluding crystalloids (hypotonic, isotonic and hypertonic solutions) such as dextrose, normal saline or Ringer's lactate; or transportation, medically necessary supplies and services, and the provision of at least one of the following ALS procedures:

- (1) Manual defibrillation/cardioversion.
- (2) Endotracheal intubation.
- (3) Central venous line.
- (4) Cardiac pacing.
- (5) Chest compression.
- (6) Surgical airway.
- (7) Intraosseous line.

Note: Aspirin and oxygen do not qualify as an ALS 2 level transport. However, three separate administrations of the same acceptable medication during a single transport does qualify for payment at the ALS 2 level of service.

ALS routine disposable supplies. Include (but are not limited to) EKG paper, EKG electrodes (excluding defibrillation pads), NG tubes, syringes (excluding medications and pre-filled syringes, vials or ampules), blood glucose test strips, disposable pressure infusers, lancets, filter needles and similar items.

BLS emergency transport. Transportation by ground ambulance vehicle, and medically necessary supplies and services at the basic life support care level (emergency medical technician-basic).

Loaded transport mile. The total miles traveled from the place where the patient is loaded on board the ambulance to the hospital.

(Ordinance 08-041 adopted 8-19-08; 2008 Code, art. A10.000; Ordinance 2018-41 adopted 5-15-18)

ARTICLE A11.000 WATER AND SEWER FEES

Sec. A11.001 Generally

- (a) *Monthly water rates and charges, all customers residential or nonresidential.* The rates set forth below are hereby established and shall be charged for water provided for monthly billings effective as stated in the following chart:

- (1) *Monthly meter charge.*

Meter Size	FY 2025— 2026 Fee	FY 2026— 2027 Fee	FY 2027— 2028 Fee	FY 2028— 2029 Fee	FY 2029— 2030 Fee
Residential $\frac{5}{8}$ "	\$12.00	\$12.25	\$12.50	\$12.75	\$13.00
Commercial $\frac{5}{8}$ "	\$12.55	\$12.80	\$13.05	\$13.31	\$13.58
Residential $\frac{3}{4}$ "	\$13.66	\$13.93	\$14.21	\$14.49	\$14.78
Commercial $\frac{3}{4}$ "	\$15.38	\$15.69	\$16.00	\$16.32	\$16.65
1"	\$19.44	\$19.83	\$20.23	\$20.63	\$21.04
1½"	\$31.33	\$31.96	\$32.60	\$33.25	\$33.92
2"	\$46.19	\$47.11	\$48.05	\$49.01	\$49.99
3"	\$132.00	\$134.64	\$137.33	\$140.08	\$142.88
4"	\$168.00	\$171.36	\$174.79	\$178.29	\$181.85
8"	\$629.06	\$641.65	\$654.48	\$667.57	\$680.92

- (2) *Monthly volumetric rate (per thousand gallons).*

- (A) *Commercial.*

- (i) 0—500,000: \$3.70.

1. FY 2026—27: \$3.95
2. FY 2027—28: \$4.20
3. FY 2028—29: \$4.48

4. FY 2029—30: \$4.78
- (ii) Above 500,000: \$3.95.
 1. FY 2026—27: \$4.20
 2. FY 2027—28: \$4.50
 3. FY 2028—29: \$4.75
 4. FY 2029—30: \$5.10

(B) *Residential.*(i) *Tier and price per 1,000-gallon chart:*

	Price per 1,000 gallons				
Water	0—4,000	4,001— 7,000	7,001— 12,000	12,001— 20,000	20,001 +
Fiscal Year 2025—26	\$3.75	\$5.55	\$7.00	\$8.64	\$10.25
Fiscal Year 2026—27	\$4.00	\$5.92	\$7.46	\$9.21	\$10.93
Fiscal Year 2027—28	\$4.26	\$6.31	\$7.95	\$9.82	\$11.65
Fiscal Year 2028—29	\$4.54	\$6.72	\$8.48	\$10.47	\$12.42
Fiscal Year 2029—30	\$4.84	\$7.17	\$9.04	\$11.16	\$13.24

(C) *Irrigation.*(i) *Tier and price per 1,000-gallon chart:*

	Price per 1,000 gallons				
Water	0—4,000	4,001— 7,000	7,001— 12,000	12,001— 20,000	20,001 +
Fiscal Year 2025—26	\$3.75	\$5.55	\$7.00	\$8.64	\$10.25
Fiscal Year 2026—27	\$4.00	\$5.92	\$7.46	\$9.21	\$10.93
Fiscal Year 2027—28	\$4.26	\$6.31	\$7.95	\$9.82	\$11.65
Fiscal Year 2028—29	\$4.54	\$6.72	\$8.48	\$10.47	\$12.42
Fiscal Year 2029—30	\$4.84	\$7.17	\$9.04	\$11.16	\$13.24

(D) *Methods for adjusting for commercial and residential water leaks.*

1. Customers who have experience a water leak may apply for a one time per calendar year adjustment to their water bill. A second water bill adjustment may be requested during the same calendar year, but only under extraordinary circumstances as approved by the city

manager. Leon Valley Water customers may also request a water bill adjustment for a water leak that occurred at any time prior to the passage of Ordinance 2021-50, but this shall be limited to one occurrence. Customer must provide proof of repairs in the form of receipts or paid invoices from either a plumbing service provider or from the resident performing their own plumbing work.

2. Expenses to repair the following types of leaks may be eligible for reimbursement:

Residential		
% Allowed	Max. \$ Amt Allowed	Type of Leak
25	\$300	Irrigation System
25	\$300	Flex Supply Line (sink, ice maker, dishwasher, etc.)
25	\$300	Commode (supply line or tank)
25	\$300	Swimming pool (supply line, faulty refill mechanism)
25	\$300	Water Heater (supply line, faulty fill mechanism)
25	\$300	Water softener (supply line, faulty fill mechanism)
50	\$1,000	Broken pipe (wall, foundation, yard, etc.) Pressure Reducing Valve (PRV)
100		Meter outlet washer, insulating coupling, meter connection, blown gasket, LV damage to customer pipe

Commercial		
% Allowed	Max. \$ Amt Allowed	Type of Leak
25	\$500	Irrigation System
25	\$500	Flex Supply Line (sink, ice maker, dishwasher, etc.)
25	\$500	Commode (supply line or tank)
25	\$500	Swimming pool (supply line, faulty refill mechanism)
25	\$500	Water Heater (supply line, faulty fill mechanism)
25	\$500	Water softener (supply line, faulty fill mechanism)
50	\$1,000	Broken pipe (wall, foundation, yard, etc.) Pressure Reducing Valve (PRV)
100		Meter outlet washer, insulating coupling, meter connection, blown gasket, LV damage to customer pipe

Reimbursements are based on the type of leak. All receipts for repairs or for plumbing repair services must be submitted within 60 days after repairs have been completed. Water bill adjustments are processed once consumption returns to normal. As a result, it may take up to two billing cycles to receive an adjustment. Customers are only eligible for one adjustment in a 12-month period. The customer must show that the leak was repaired within one month of detection.

(b) *Water service fees.*

- (1) Impact fees: See article A16.000 (impact fees).
- (2) Tapping fee:
 - (A) By public works; or

- (B) By public works or owner (site specific).
- (c) *Monthly residential and nonresidential sewer service rates.* The rates set forth below are hereby established and shall be charged for monthly sewer service provided effective after publication as required by law:
- (1) *Monthly sewer service rates, residential and nonresidential.*
- (A) *Minimum bill:*
- (i) FY 2025—26: \$15.38
 - (ii) FY 2026—27: \$15.69
 - (iii) FY 2027—28: \$16.00
 - (iv) FY 2028—29: \$16.32
 - (v) FY 2029—30: \$16.65
- (B) *Volumetric rate:*
- (i) FY 2025—26: \$5.50 per 1,000 gallons
 - (ii) FY 2026—27: \$5.86 per 1,000 gallons
 - (iii) FY 2027—28: \$6.25 per 1,000 gallons
 - (iv) FY 2028—29: \$6.66 per 1,000 gallons
 - (v) FY 2029—30: \$7.10 per 1,000 gallons
- (d) *Methods for adjusting monthly residential sewer charges.*
- (1) Final billings: As to all final billings, either the "winter average" monthly sanitary sewer service charge, or the "interim average" monthly sanitary sewer service charge, or the "unmetered residential charge," whichever is in effect at the termination of service for residential customers, will be the basis for final charge at a pro-rated amount of the total charges in excess of the monthly minimum divided by 30 days for each day connected to the system, plus the minimum monthly charge.
 - (2) New customers who have not established a monthly sanitary service charge within the service area during the preceding six months:
 - (A) New customers that move into the service area who have not established a winter average shall be charged the system sewer system average.
 - (B) New customers that move into the service area after the first day of a billing period and before the last day of the billing period will be billed for the system winter average volume at a pro-rated amount of the total charges in excess of the monthly minimum divided by 30 days for each day connected to the system, plus the minimum monthly charge.
- (e) *Public entity.* Use residential rates applied to 70 percent of water meter volume.
- (f) *Excess volume charge.*
- (1) All residential customers shall be charged the following surcharge for all metered water consumption when the excess volume charge is in effect. This surcharge shall be in addition to subsection (a) of this section.

EXCESS VOLUME CHARGE

Step in Gallons	Surcharge per 1,000 Gallons
First 7,481 gallons	\$0.00

Next 9,725 gallons	\$0.17
All in excess of 17,205 gallons	\$0.51

- (2) The excess volume charge rate shall be in effect during periods specified by city council action.
- (g) *Edwards Aquifer Authority fee*: All customers shall be charged the following additional fee based on the meter consumption per month: \$0.70/1,000 gallons.
- (h) *Water supply fee*: All customers shall be charged the following additional fee based on their meter consumption per month: \$0.50/1,000.
- (i) *Connection to privately funded line*: As per refund contract # _____.
- (j) *Service deposit (refundable)*: Residential and commercial:

Meter Size	Deposit Amount
Residential $\frac{5}{8}$ "	\$70.00
Commercial $\frac{5}{8}$ "	\$70.00
Residential $\frac{3}{4}$ "	\$70.00
Commercial $\frac{3}{4}$ "	\$70.00
1"	\$100.00
1½"	\$170.00
2"	\$500.00
3"	\$770.00
4"	\$1,010.00
8"	\$1,520.00
10"	\$2,420.00

- (k) *Other*. (_____).
- (l) *Sewer service impact fees*:
- (1) Fee for sewer trench permit: \$45.00.
 - (2) Impact fees: See article A16.000 (impact fees).
 - (3) Tapping fee: Determined by public works.
 - (4) Connection fee: \$125.00/connection all sizes.
 - (5) S.A. Ord. 56261 - collection by Leon Valley: \$866.00/residential lot or as determined by SAWS.
 - (6) Connection to privately funded line: As per refund contract # _____.
 - (7) *Other*. (_____).
- (m) *Connection/disconnection fee*: \$30.00.
- (n) *Late fee*: ten percent.
- (o) *Returned check fee*: \$25.00.
- (p) *Meter plug, removal, and re-installment fee*: \$75.00.
- (q) *Texas Commission on Environmental Quality (TCEQ) public health service fee*: 0.5 percent of the total bill per month for each city water connection.

- (r) The city adopts the rules and regulations as stated in the Texas Administrative Code, title 16, part II, chapter 24, Substantive Rule Applicable to Water and Sewer Service Providers.
- (s) *Critical period drought management surcharge.* Drought management surcharges are in effect under Stages III, IV, and V Critical Period Drought management declarations and the fees to be charged are as currently adopted by the San Antonio Water System as Drought Surcharge, incorporated by reference as though copied herein fully. Stage V surcharges are to be the same as in Stage IV, unless otherwise revised by SAWS.

(Ordinance 13-008 adopted 2-19-13; 2008 Code, sec. A11.001; Ordinance 14-016 adopted 8-8-14; Ordinance 15-035 adopted 12-15-15; Ordinance 16-013 adopted 4-5-16; Ordinance 2018-74, sec. 2, adopted 9-18-18; Ordinance 2020-16 adopted 3-25-20; Ord. No. 2021-50, § 2, 11-2-2021; Ord. No. 2022-46, § 1, 10-3-2022; Ord. No. 2024-35, § 3, 8-20-2024; Ord. No. 2025-10, §§ 1(Exh. A, 1—4), 5-6-2025)

Sec. A11.002 Stormwater management utility rates

- (a) *Rate tables.*

Proposed Stormwater Fee (Inflation Rate - 3.0% Per Year)							
Proposed Stormwater Fee	Residential	Impervious Area Range	YR 2023	YR 2024	YR 2025	YR 2026	YR 2027
		≤2,750	\$ 3.75	\$ 3.86	\$ 3.98	\$ 4.10	\$ 4.22
		>2,750-4,220	\$ 4.94	\$ 5.09	\$ 5.24	\$ 5.40	\$ 5.56
		>4,220	\$ 10.45	\$ 10.76	\$ 11.09	\$ 11.42	\$ 11.76
	Commercial/Other Base Fee + (Impervious Area/1000) * Factor	Percent Impervious Area	Factor				
		<20%	\$ 0.31	\$ 0.32	\$ 0.33	\$ 0.34	\$ 0.35
		>20.01% - 40.0%	\$ 0.45	\$ 0.46	\$ 0.48	\$ 0.49	\$ 0.51
		>40.01% - 65.0%	\$ 0.58	\$ 0.60	\$ 0.62	\$ 0.63	\$ 0.65
		>65.01%	\$ 0.73	\$ 0.75	\$ 0.77	\$ 0.80	\$ 0.82
		Base Fee	\$ 67.30	\$ 69.32	\$ 71.40	\$ 73.54	\$ 75.75
	Monthly Stormwater Revenue		\$ 49,107.31	\$ 50,580.53	\$ 52,097.95	\$ 53,660.88	\$ 55,270.71
	Yearly Stormwater Revenue		\$ 589,287.72	\$ 606,966.36	\$ 625,175.35	\$ 643,930.61	\$ 663,248.52

From the Year 2027 forward, the rates will remain at the 2027 rates, unless otherwise directed by City Council. The Base Fee includes the costs for street sweeping, mowing, debris removal, etc.

(Ord. No. 2022-19, § 3, 5-3-2022)

Sec. A11.003 Utility construction permit

Permit fee for non-franchise holders: Not less than \$100.00.

(Ordinance 97-037, sec. 1, adopted 11-4-97; 2008 Code, sec. A11.003)

ARTICLE A12.000 SUBDIVISION ADMINISTRATIVE FEES

- (a) *Plat administration and filing fee schedule.*

- (1) Plat administration:

(A) All submittals: \$200.00.

- (2) Plat processing fee:

(A) Residential: \$300.00 + \$5.00 per lot.

(B) Commercial: \$550.00 + \$50.00 per acre.

-
- (C) Amending plat: \$200.00.
 - (D) Variance fee: \$150.00.
 - (3) Plats requiring consultant plan review:
 - (A) Residential: \$1,000.00.
 - (B) Commercial: Deposit.
 - (4) Council hearing/consideration fees:
 - (A) Vacate and replat "public hearing": \$200.00.
 - (B) Plat - council consideration: \$100.00.
 - (5) County filing fee (per sheet/mylar): Actual cost per county.
 - (b) *Water service fees.*
 - (1) Impact fees: See article A16.000.
 - (2) Tapping fee:
 - (A) By public works; or
 - (B) By owner (site specific).
 - (3) Tapping material cost.
 - (4) Connection to privately funded line: As per refund fund contract #_____.
 - (5) Service deposit (refundable): Ten percent of impact fees.
 - (6) Other: (_____).
 - (c) *Sewer service fees.*
 - (1) Sewer and trench permit: See section A8.014.
 - (2) Impact fee: See article A16.000.
 - (3) Tapping fee: Determined by public works and based on estimated cost of material, labor, and/or equipment.
 - (4) Connection fee: \$75.00 per connection, all sizes.
 - (5) S.A. Ord. 56261 - Collection by Leon Valley for lots platted after contract with the City of San Antonio:
 - (A) \$240.00/per residential lot; or
 - (B) \$1,200/per acre and fraction thereof.
 - (6) Connection to privately funded line: As per refund contract #_____.
 - (7) Other: (_____).
- (1972 Code, sec. 32.1400; 2008 Code, art. A12.000; Ordinance 16-025 adopted 7-19-16; Ordinance adopting 2017 Code)

ARTICLE A13.000 ZONING ADMINISTRATIVE FEES

(a) *Standard zoning change requests.*

Site Acreage	ZLUC Filing Fee	CC Filing Fee	Total
1.0 acres or less	\$350.00	\$350.00	\$700.00
1.01—10 acres	\$600.00	\$600.00	\$1,200.00
10.01—25 acres	\$750.00	\$750.00	\$1,500.00
25 acres or more	\$900.00	\$900.00	\$1,800.00

(b) *Specific use request.*

Type of Application	ZC Filing Fee	CC Filing Fee	Total
Without construction	\$250.00	\$250.00	\$500.00
With construction	\$300.00	\$300.00	\$600.00

(c) *Planned development district requests.*

Site Acreage	ZLUC Filing Fee	CC Filing Fee	Total
1.0 acres or less	\$1,000.00	\$1,000.00	\$2,000.00
Over 1.0 acres	\$1,000.00 + \$125.00 for each additional 0.25 acre over 1.0 acres	\$1,000.00 + \$125.00 for each additional 0.25 acre over 1.0 acres	\$5,000.00 Max

(d) *Nonspecified use request:* \$200.00 per public hearing.

(e) *Board of adjustment request:* \$250.00 per public hearing.

(f) *Request for council variance:* \$75.00 per request.

(1972 Code, sec. 32.1800; 2008 Code, art. A13.000; Ordinance 16-025 adopted 7-19-16; Ordinance 2019-61 adopted 12-3-19)

ARTICLE A15.000 CITY ENGINEER PROJECT REVIEW FEES

(a) *Engineer deposit:* Per project.

(1) Residential deposits: \$1,000.00.

(2) Commercial deposits: \$1,500.00.

(b) *Collection of fees.* The collection of fees as shown above shall be collected at the time of initial submittal of the project and will be deposited into the deferred revenue account activated by the accounting department prior to city engineer review.

(c) Engineering rate is actual cost, plus five percent.

(d) *Refund of fees.*

APPENDIX A - FEE SCHEDULE
ARTICLE A15.000 CITY ENGINEER PROJECT REVIEW FEES

- (1) All city engineer fees collected for review of submitted plans will be debited from the applicant's initial deposit. Upon completion of the review of the project, and payment of all accounts owed, funds remaining will be refunded to the applicant within 30 days of engineer's final billing statement.
- (2) If plan review(s) costs should exceed the applicant's deposit, no further review(s) will transpire until an additional minimum deposit of \$1,000.00 has been deposited with the city. This cost recovery method will continue until the proposed project review is completed.

(Ordinance 99-031, sec. 1, adopted 8-3-99; 2008 Code, art. A15.000; Ordinance 16-025 adopted 7-19-16)

ARTICLE A16.000 IMPACT FEES²

Sec. A16.001 Water impact fees

1. Water impact fees:

Meter Size	Water Supply Impact Fee	Development Impact Fee	Total
½" & ¾"	\$4,997.00	\$962.00	\$5,959.00
1"	\$8,344.00	\$1,603.00	\$9,947.00
1½"	\$16,639.00	\$3,207.00	\$19,846.00
2"	\$53,312.00	\$10,261.00	\$63,573.00
3"	\$83,292.00	\$16,033.00	\$99,325.00
4"	\$109,924.00	\$21,164.00	\$131,088.00
6"	\$136,552.00	\$26,295.00	\$162,847.00
8"	\$166,535.00	\$53,444.00	\$219,979.00
10"	\$166,534.00	\$51,307.00	\$217,841.00

2. Tapping fee
 - (a) By public works or
 - (b) By public works or owner (site specific).
3. Connection to privately funded line:
As per refund fund contract # _____.
4. Service deposit (refundable)—See Appendix A Fee Schedule, Article A11.001, (j).
5. Other: (_____).

²Ord. No. 2024-18, § 2, adopted May 21, 2024, moved the provisions related to impact fees to a new Article 14.12. The user's attention is directed there. Section 2 of said ordinance then added §§ A16.001 and A16.002 as set out herein.

State law reference(s)—Financing capital improvements through impact fees, V.T.C.A., Local Government Code, ch. 395.

(Ord. No. 2024-18, § 2, 5-21-2024; Ord. No. 2024-45, § 1, 12-3-2024)

Sec. A16.002 Sewer impact fees

1. Wastewater impact fees:

Size of Meter	All Sewer Connections	Bandera Rd Area	Grissom Rd Area	Blackberry Dr Area
$\frac{3}{8}$ & $\frac{1}{4}$ "	\$137.00	\$382.00	\$719.00	\$1,466.00
1"	\$230.00	\$638.00	\$1,200.00	\$2,449.00
1½"	\$457.00	\$1,272.00	\$2,393.00	\$4,883.00
2"	\$1,466.00	\$4,076.00	\$7,669.00	\$15,645.00
3"	\$2,290.00	\$6,368.00	\$11,981.00	\$24,442.00
4"	\$3,022.00	\$8,404.00	\$15,812.00	\$32,257.00
6"	\$3,754.00	\$10,441.00	\$19,643.00	\$40,074.00
8"	\$4,578.00	\$12,733.00	\$23,955.00	\$48,869.00
10"	\$4,578.00	\$12,733.00	\$23,955.00	\$48,869.00

2. Tapping fee: Determined by public works

3. Connection fee: \$75.00/connection all sizes

4. San Antonio Water System (SAWS)—Sewer impact fees are determined by SAWS as specified in the SAWS Sanitary Sewer Capital Improvements Plan as may be amended from time to time. Proof of payment to SAWS for sewer impact fees must be provided to the city prior to placement of any water meter or extension of a sanitary sewer service main or line to any property within the city limits of the City of Leon Valley.

5. Connection to privately funded line: As per refund contract # _____.

6. Other (_____)".

(Ord. No. 2024-18, § 2, 5-21-2024; Ord. No. 2024-30, § 1, 8-20-2024)

ARTICLE A17.000 MISCELLANEOUS FEES

Sec. A17.001 Burglar alarms

Fee for excessive false alarms: \$25.00.

(Ordinance 95-05, sec. 1, adopted 1-3-95; 2008 Code, sec. A17.001)

Sec. A17.002 Reserved

Editor's note(s)—Ord. No. 2021-14, § 1, adopted March 23, 2021, amended the Code by repealing former § A17.002, which pertained to garage sale permits, and derived from the 1972 Code, § 27.203; and the 2008 Code, § A17.002.

Sec. A17.003 Adult entertainment license

(a) Nonrefundable application fee: \$500.00.

- (b) Nonrefundable renewal processing fee: \$500.00.
 - (c) Fee for reinstatement of license instead of suspension: \$200.00.
- (1972 Code, ch. 34, secs. 4.01, 4.05, 4.06; 2008 Code, sec. A17.003)

Sec. A17.004 Permit for temporary parking in no parking zone

Application fee: \$5.00.

(1972 Code, sec. 26.1401; 2008 Code, sec. A17.004)

Sec. A17.005 Overweight truck permit fee

Overweight truck (33,000 lbs. or more) permit fee: \$500.00.

(Ordinance 2017-36, sec. 4, adopted 7-18-17)

Sec. A17.006 Handbill distributors application permit fee

Handbill distributors permit fee (per application): \$100.00.

(Ordinance 2017-42, sec. 17, adopted 8-1-17)

Sec. A17.007 Fortune teller establishment

Fortune teller establishment permit fee: \$200.00 annually.

(Ordinance 2018-4, sec. 2, adopted 2-6-18)

Sec. A17.008 Massage establishments

- (a) Massage establishment permit fee: \$200.00 annually.
- (b) Massage therapist licensing fee: \$100.00 annually.

(Ordinance 2018-6, sec. 2, adopted 2-6-18)

Sec. A17.009 Game room establishments

- (a) Game room establishment permit fee: \$200.00 annually.
- (b) Game room operator licensing fee: \$100.00 annually.

(Ordinance 2018-36, sec. 2, adopted 4-17-18)

Sec. A17.010 Credit access business registration

Application fee: \$250.00 annually.

(Ordinance 2019-17 adopted 4-2-19)

Sec. A17.011 BYOB establishments

BYOB establishment permit fee (per application): \$80.00.

(Ord. No. 2023-24, § 2, 8-1-2023; Ord. No. 2024-3, § 1(Exh. A), 3-5-2024)

Sec. A17.012 Short-term rental

(a) Annual registration fee: \$200.00

(Ord. No. 2023-41, § 2, 11-7-2023; Ord. No. 2025-20, § 2, 8-19-2025)

Ord. No. 2023-41, § 2, adopted November 7, 2023, added provisions intended for use as § A17.011. In order to avoid duplication of numbering the provisions have been added herein as § A17.012 at the editor's discretion.

ARTICLE A18.000 IMPOUND LOT FEES

(a) Wrecker towing and storage fees (towing fee charged per vehicle and per type):

- (1) Wrecker tow fee up to 25 feet in length: \$95.00.
- (2) Heavy duty vehicles: \$425.00.
- (3) Vehicles greater than 25 feet in length: \$225.00.
- (4) Recreational vehicles: \$125.00.
- (5) Tilt-bed vehicle towing: \$95.00.
- (6) Off road or winching of vehicle: \$225.00.
- (7) Per mile charge outside of the city: \$3.00.
- (8) Storage fee (first 24 hours): \$200.00.
- (9) Daily fee (after first 24 hours): \$20.00.
- (10) Certified letter of abandonment (each letter): \$25.00.

(Certified letter to be sent to address on registration and lienholder if applicable.)

(b) Retrieval of vehicle: To retrieve a vehicle from the impound facility, the retriever must be the registered owner of the vehicle, and must present a valid and current driver's license, valid and current insurance and registration documents, and must not have any outstanding warrants for arrest.

(Ordinance 2017-21 adopted 5-16-17)

Amendment to Chapter 6 Health and Sanitation

City Council Meeting
Michael Gallardo, Planning and Zoning Director
August 4, 2026

Summary

- Question - Should City Council approve the Amendments to Chapter 6 Health and Sanitation
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - All amendments follow State Law

Purpose/Background

- This is a required update to Chapter 6 Health and Sanitation to comply with updated State Legislation
- Amend Section 6.02.002 Definitions of Food Establishments
 - Amend the definition of *Food Establishments*
 - "*Food establishment*" ~~means a food service establishment, a retail food store, a temporary food establishment, a mobile food unit, and/or a roadside food vendor.~~ shall have the meaning assigned in the Texas Food Establishment Rules, 25 Texas Administrative Code Chapter 228, as amended.

Purpose/Background

- Amend Section 6.02.002 Definitions of Food Establishments
 - Add definitions for Child Care Center, School Food Service Operation, and Mobile Food Vendor
 - “*Child Care Center*” shall have the meaning assigned by the Texas Food Establishment Rules and applicable state licensing regulations.
 - “*School Food Service Operation*” means a food service operation operated by a public school district, charter school, or accredited private school subject to state or federal school nutrition programs.

Purpose/Background

- Amend Section 6.02.002 Definitions of Food Establishments
 - "*Mobile Food Vendor*" means a person operating a food vending vehicle licensed by the Texas Department of State Health Services pursuant to Texas Health and Safety Code Chapter 437B.

Purpose/Background

- Amend Section 6.02.003 Licenses, Permits, and Exemptions (E)(1) by exempting Public School, Licensed Childcare Facilities, Various Facilities and Cottage Food Operations from obtaining a City food establishment permit while in compliance with the State Law requirements

Purpose/Background

- (e) A food store or establishment operated solely by a nonprofit organization is exempt from the permitting requirements of this article but not exempt from compliance with state rules. The regulatory authority may require any information necessary to determine whether an organization is nonprofit for purposes of this exemption.
- (1) The following are exempt from obtaining a City food establishment permit unless otherwise required by state law:
 - a. Public schools participating in state or federal school nutrition programs;
 - b. Licensed child care centers inspected by another governmental agency authorized to conduct food safety inspections;
 - c. Facilities expressly exempted by the Texas Food Establishment Rules;
 - d. Cottage food production operations authorized by Chapter 437, Texas Health and Safety Code.

Purpose/Background

- Amend Section 6.02.003 Licenses, Permits, and Exemptions (H) by exempting a mobile food vendor from obtaining a City food establishment permit to comply with State Law

Purpose/Background

- Notwithstanding any provision of this article, a mobile food vendor licensed by the Texas Department of State Health Services pursuant to Chapter 437B of the Texas Health and Safety Code shall not be required to obtain a separate City food establishment permit.
- The City may require:
 - Compliance with zoning regulations;
 - Fire inspections;
 - Site permits for operation on City-owned property;
 - Special event permits;
 - Traffic and parking compliance;
 - Building, electrical, and plumbing inspections where applicable.

Purpose/Background

- Amend Appendix A Fee Schedule Article A6.00 by deleting Section A6.001(C) Mobile food vending license fee of \$120.00 (annually) and Mobile food truck vending food license of \$35.00 (annually)
 - Sec. A6.001 License fees
 - (c) ~~Mobile food vending license fee: \$120.00 (annually)~~
 - ~~Mobile food truck vending food license: \$35.00 (annually)~~

Fiscal Impact

- Impact is minimal
- (3) NISD Schools in the City
 - Combined annual fee is \$1500
- (5) Food Truck Issued
 - Combined Annual fee is \$175

Recommendation

- Staff recommends approval of the amendments to Chapter 6 Health and Sanitation as the changes are part of State Legislation

Goals and Objectives

- *Transparency*: To foster a government that is open, transparent, and accountable by ensuring clear communication, ethical decision-making, and active public engagement.

MAYOR AND COUNCIL COMMUNICATION

DATE: August 4, 2026
TO: Mayor and Council
FROM: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation and Discussion on Amending Ordinance Chapter 4, Business Regulations, Article 4.14 Short-Term Rental to Expand Prohibition From 200 Feet on the Same Block Face to 300 Foot Radius, Establishing Occupancy Standards to Maximum Floor Area Allowance Per Occupant at 200 Gross, Not Allowing Permits to be Transferable, Any Trash Dispersed Beyond the Property Boundaries is Picked Up Within 24 Hours

PURPOSE

On June 6, 2026, the city council provided direction to the city manager to make the following changes to the Short-Term rental ordinance:

- Expand radius to 300 ft for prohibition
- Reduce trash violation time for remediation
- Max Number of sleep based on fire code
- Permit is non-transferable
- If a grandfathered permit is pulled, it is abandoned, and then they would have to reapply.

The changes have been made and sent to the City Attorney for his review and guidance. Attached Exhibit A illustrates the changes and the City Attorney's comments.

FISCAL IMPACT

N/A

RECOMMENDATION

City Council's discretion.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ORDINANCE NO. 2026-

PRESENTATION AND DISCUSSION ON AMENDING ORDINANCE CHAPTER 4, BUSINESS REGULATIONS, ARTICLE 4.14 SHORT TERM RENTAL TO EXPAND PROHIBITION FROM 200 FEET ON THE SAME BLOCK FACE TO 300 FOOT RADIUS, ESTABLISHING OCCUPANCY STANDARDS TO MAXIMUM FLOOR AREA ALLOWANCE PER OCCUPANT AT 200 GROSS, NOT ALLOWING PERMITS TO BE TRANSFERABLE, ANY TRASH DISPERSED BEYOND THE PROPERTY BOUNDARIES IS PICKUP WITHIN 24 HOURS AND PROVIDING FOR A PENALTY, REPEALER, SEVERABILITY, AND SAVINGS CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Leon Valley is a home-rule municipality. Chapter 215 of the Texas Local Government Code (LGC) authorizes a home-rule municipality to regulate businesses pursuant to its police power. Chapter 51 of the LGC authorizes the governing body of a municipality to adopt, publish, amend, or repeal an ordinance, rule, or police regulation that is for good government, peace, or order of the municipality or for trade and commerce within the municipality and is necessary or proper for carrying out a power granted by law to the municipality or to an office or department of the municipality; and

WHEREAS, permanent residents desire the option to occasionally utilize their properties for Short-Term Rentals; and

WHEREAS, the operation of Short-Term Rentals should not be permitted to negatively affect property values and the quiet enjoyment of adjacent property in residential districts; and

WHEREAS, the City Council has determined that regulations are needed to protect the public health, safety, morals and general welfare of the citizens of Leon Valley; and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

SECTION 1. Chapter 4 Business Regulations, Article 4.14 Short-Term Rental, is hereby amended as stated in Exhibit A, attached hereto and incorporated herein.

Section 2. Penalty. Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Chapter 1. General Provisions, Article 1.01 Code of Ordinances, Section 1.01.009 General penalty for violations of code: continuing violations of the City of Leon Valley Code, and/or applicable state law.

Section 3. Severability Clause. If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of

circumstances shall not be affected thereby, it being the intent of the City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

Section 4. Savings Clause. The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

Section 5. Repeal. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict. All provisions, sections and sub-sections not revised or amended herein shall remain in effect.

Section 6. Effective Date. This ordinance shall become effective on and after its passage and approval, and publication requirements as provided by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the XXXXX day of August, 2026.

APPROVED

CHRIS RILEY
MAYOR

Attest :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

ARTURO D. "ART " RODRIGUEZ
City Attorney

CHAPTER 4 - BUSINESS REGULATIONS
ARTICLE 4.14 SHORT-TERM RENTAL

ARTICLE 4.14 SHORT-TERM RENTAL¹

Sec. 4.14.001 Purpose and applicability

This article aims to establish regulations for the registration and use of short-term rentals for single-family living units. The requirements of this article apply only to short-term rentals, as defined herein, located in residential zoning districts established under Chapter 15, Zoning of the City of Leon Valley Code of Ordinances. Nothing in this article, however, shall be construed as a waiver of the requirement to assess and collect hotel occupancy taxes for any residential rental for a period of less than 30 consecutive days of property located outside of such residential-only zoning districts.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023)

Sec. 4.14.002 Definitions

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Advertise means the written, audio, oral or other methods of drawing the public's attention whether by brochure, written literature or on-line posting to a short-term rental to promote the availability of the short-term rental.

Block face means one side of a city block, specifically the distance along one side of a street between two consecutive intersections or between an intersection and the end of a dead-end street. When a street is a circle or semi-circle with no intersection the entire street is considered one block face.

Hotel Occupancy Tax means the hotel occupancy tax as defined in Chapter 11 of the Leon Valley Code of Ordinances and V.T.C.A. Texas Tax Code, Chapter 351.

Local emergency contact means an individual other than the applicant, who resides within 200 miles of the subject property, and who is designated by the owner/applicant to act as the owner's authorized agent if the owner has traveled outside of the immediate area or is otherwise unavailable. The local emergency contact should be reachable on a 24-hour basis, have access to the short-term rental property, and be authorized by the owner to act in the owner's absence to address any complaints, disturbances, and emergencies.

Owner means any person, agent, operator, firm, trust, corporation, limited liability company, partnership or business organization having a legal or equitable interest in the property; or recorded in the official records of the state, county or municipality as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or code official of the estate of such person if ordered to take possession of real property by a court. The term "owner" does not include the holder of a non-possessory security interest in the property.

¹Ord. No. 2023-41, § 1(Exh. A), adopted November 7, 2023, set out provisions intended for use as Article 13, §§ 4.13.001—4.13.011. For the purposes of classification and to avoid duplication of numbers, and at the editor's discretion, these provisions have been included as Article 4.14, §§ 4.14.001—4.14.011.

Party means a social gathering of people or special event, including those who have not rented the residence, for the primary purpose of eating, drinking or entertainment in a manner that is disruptive to the surrounding properties.

Per occurrence violation means that if a short-term rental owner has multiple violations in one day, under section 4.14.009 all violations are grouped as one violation for the purposes of progressive enforcement.

Short-term rental (STR) means a residential dwelling unit, apartment, condominium, or accessory dwelling, that may or may not be owner or lessee occupied; where sleeping areas are rented to overnight guests for a period less than 30 consecutive days (but not less than 12 hours). The term does not include:

- (1) A unit that is used for a nonresidential purpose, including an educational, health care, retail, restaurant, banquet space, or event center purpose or another similar use;
- (2) A bed and breakfast;
- (3) A hotel/residence hotel; or
- (4) Individual room rentals while owner/lessee holder-occupied.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023; Ord. No. 2025-20, § 1(Exh. A), 8-19-2025)

Sec. 4.14.003 Short-term rental registration requirements

No person shall hereafter advertise, offer to rent, or rent, lease, sublease, license or sublicense a residential property within the city as a short-term rental for which a registration has not been properly made and filed with the planning and zoning department of the city. Registration shall be made upon forms furnished by the city for such purpose and shall specifically require the following minimum information:

- (1) Name, address, phone number and e-mail address of the property owner of the short-term rental property;
- (2) Name, address, phone number and e-mail address of the designated local emergency contact;
- (3) All short-term rentals existing before this ordinance will have six months from the passage of this ordinance to register (November 7, 2023).

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023)

Sec. 4.14.004 Reserved

Sec. 4.14.005 Restrictions on short-term rentals

- (a) To operate or allow to be operated a short-term rental without first registering, in accordance with this article, the property in which the rental is to occur;
- (b) To advertise or offer a short-term rental without first registering, in accordance with this article, the property in which the rental is to occur; documented advertisement of the subject property as a short-term rental, online or offline, shall be considered evidence of a violation of this article;
- (c) To operate a short-term rental that does not comply with all applicable city and state laws and codes;
- (d) To operate a short-term rental without paying the required hotel occupancy taxes;
- (e) To offer or allow the use of a short-term rental for the sole or primary purpose of having a party venue;

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(Supp. No. 9)

(f) Permit the use of short-term rental for the purpose of housing sex offenders; operating a structured sober, recovery or other purpose living home or similar enterprise; selling illegal drugs; selling alcohol or another activity that requires a permit or license under the Alcoholic Beverage Code or operating as a sexually oriented business.

(g) In order to preserve the essential character of residential areas, ~~it shall be unlawful in areas zoned for residential use, no short-term rental shall operate within 200 feet~~ **300-foot radius** ~~of another short-term rental in areas zoned for residential use, on the same block face, measured property line to property line. This provision does not apply to individuals registered by May 30, 2024. The 300-foot radius shall be measured in a straight line from the nearest property line of the short-term rental in question to the nearest property line of the other short-term rental, without regard to intervening structures, rights-of-way, or the location of any dwelling unit on either lot.~~

(h) All persons who register as a short-term rental must utilize their property as a short-term rental.

A special exception - In order to obtain a permit for a short-term rental that would otherwise violate the minimum separation distance and lot limitation described herein, a property owner may apply to the city council for a special exception.

The city council shall consider factors such as the following:

- (1) Whether operation as a short-term rental in excess of the density limitation will not adversely impact the residential quality of the neighborhood in which the property is located;
- (2) Whether such operation is likely to disrupt adjacent owners' right to the quiet enjoyment of their property (for example, by considering whether lot sizes are small enough that noise is likely to affect neighboring property owners);
- (3) Whether such operation will substantially impact nearby streets, including whether the property provides only limited off-street parking;
- (4) Whether the applicant seeks to operate an entire residence as a short-term rental or whether the short-term rental use is limited to an accessory dwelling;
- (5) Whether the applicant occupies the premises as their primary residence or uses it as an investment property; and
- (6) Whether other short-term rentals in excess of the minimum separation distance are already operating on that block.

(i) The owner or local emergency contact shall provide a sufficient number of trash, recycling, or refuse containers to accommodate the waste generated by the maximum permitted occupancy of the short-term rental. At a minimum, one trash receptacle shall be provided for every four (4) persons of maximum permitted occupancy, rounded up to the next whole number. The owner or local emergency contact shall ensure that any trash, recycling, refuse containers, or waste generated by the operation of the short-term rental and dispersed beyond the property boundaries due to wind, animals, guests, or any other cause is collected and properly disposed of within twenty-four (24) hours after notice from the city or discovery by the owner or local emergency contact. Failure to comply will result in a citation and official violation as per sec. 4.14.009.

(j) ~~The maximum overnight occupancy of a short-term rental shall comply with the occupancy standards of the 2021 International Fire Code regarding residential units — Maximum Floor Area allowance per occupant at 200 gross. Short-term Rental Owner must comply with all other applicable building and fire codes adopted by the City.~~ not exceed the number of occupants calculated by dividing the gross floor area of the dwelling unit, as reflected in the applicable county appraisal district record or building permit, by two hundred (200) square feet per occupant, consistent with the occupant load factor for "Residential"

Commented [CC1]: Art, I left this in here, but when you're doing radius, should it be from the center of the property? Or do a radius based on the property line? Just need clarifying language here.

Commented [AR1R2]: I made some context changes and clarified that 300' is from the property lines. if you prefer a different method of measurement, we can make that change.

Commented [CC2]: Art, there was some discussion on tying in the number of people allowed to stay to a trash receptacle, like one can for every four people, etc. But I don't have a point of reference for that. Thoughts?

Commented [AR2R2]: there isnt much that I could find that would address this, but it seems like a 65 gallon cart is generally sufficient for 4 people, so i kept that ratio.

Commented [CC3]: The 2021 IFC has a table under 1004.5, which is referenced as a possible measure. So that's what I used, so a 2500 square foot home, the maximum number of people would be 12.5, so 13. We don't do C of O for residential, which is what I think this provision is referencing, but I think it's easy enough to find the square footage of a home and apply this provision to an STR. Thought?

Commented [AR3R2]: Changes only for further clarity

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use set forth in Table 1004.5 of the 2021 International Fire Code, which the city adopts for purposes of establishing maximum occupancy limits under this article. Where this calculation results in a fractional number, the maximum occupancy shall be the next lowest whole number. Where a lower maximum occupancy is established by an on-site sewage facility permit, septic system design, or other applicable building, health, or fire code provision, the lower number shall control. The short-term rental owner shall comply with all other applicable building and fire codes adopted by the city. For purposes of calculating maximum occupancy of a short-term rental hereunder, "gross floor area" means the total enclosed, conditioned floor area of the dwelling unit measured to the outside surfaces of the exterior walls, including all habitable rooms, closets, interior hallways, stairwells, and bathrooms. The gross floor area of a short-term rental shall be presumed to be the living area square footage reflected in the records of the Bexar Appraisal District for the subject property as of the date of registration or renewal. An owner may rebut this presumption by submitting a certified survey, architectural plan, or building permit record establishing a different square footage, subject to verification by the city.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023)

Sec. 4.14.006 Brochure and safety features

- (a) *Informational brochure.* Each registrant operating a Short-Term Rental shall provide to guests a brochure that includes:
- (1) The registrant's 24-hour contact information;
 - (2) A local responsible party's 24-hour contract information if the owner is not within the city limits when guests are renting the premises;
 - (3) Pertinent neighborhood information including, but not limited to, parking restrictions, restrictions on noise and amplified sound, and trash collection schedules; and
 - (4) Information to assist guests in the case of emergencies posing threats to personal safety or damage to property, including emergency and non-emergency telephone numbers for police, fire and emergency medical services providers and instructions for obtaining severe weather, natural or manmade disaster alerts and updates.
- (b) *Safety features.* Each short-term rental registrant shall provide, in the premises, working smoke detectors in accordance with adopted codes and at least one working carbon monoxide detector and alarm, and one working fire extinguisher. The premises shall, otherwise, comply with applicable Code of Ordinance requirements, including, but not limited to, building and fire codes.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023)

Sec. 4.14.007 Reserved

Sec. 4.14.008 Registration term, fees, and renewal

- (a) All registrations under this chapter [article] shall be valid for a period of two years from the date of its issuance.
- (b) The fee for registration of a short-term rental shall be \$200.00 with a late fee of twice the established fee.
- (c) A short-term rental registration is personal to the owner to whom it was issued and is valid only for the specific property described in the registration. and property for which it was issued and A registration shall not be transferred, assigned, sold, conveyed, or otherwise transferred, disposed of to another person or

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entity. Any change in ownership of the property shall require the new owner to submit a new application in accordance with this article.

- (d) If a short-term rental registration expires, is voluntarily surrendered, revoked, or otherwise terminated, the short-term rental use shall be deemed ~~abandoned~~ terminated. If a registration expires without timely renewal, the owner shall have fifteen (15) days from the expiration date to submit a renewal application before the short-term rental use is deemed terminated. Upon termination of a registration under this subsection, any future operation of the property as a short-term rental shall require submission of a new application and shall be subject to all regulations in effect at the time of that application, including any applicable spacing or separation requirements. Any future operation of the property as a short-term rental shall require submission of a new application and approval under all regulations in effect at the time of application.

Commented [AR4]: Made some suggested edits for clarity.

Commented [AR5]: Suggested changes.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023; Ord. No. 2025-20, § 1(Exh. A), 8-19-2025)

Sec. 4.14.009 Suspension and revocation of short-term rental registration

- (a) The planning and zoning director, or his/her designee, may suspend and/or revoke a short-term rental registration if it is determined that the activities set forth above in section 4.14.005 are determined to have occurred at the short-term rental; or a short-term rental unit is listed on a hosting platform or advertised elsewhere without being registered as required under section 4.14.003.
- (b) In addition to section 4.14.011, a per occurrence violation of any of the conditions in section 4.14.009(a) shall result in progressive enforcement:
- (1) Upon the first violation, the owner shall receive a written warning that includes a description of enforcement for future violations.
 - (2) Upon the second violation, the owner shall receive a written citation for the violation.
 - (3) Upon the third violation, registration for the short-term rental shall be terminated and the short-term rental host prohibited from re-applying for a new registration for six months from the date of termination.
 - (4) Upon the fourth violation, the registration for the short-term rental shall be terminated and the short-term rental host will be prohibited from re-applying for a new registration for one year from the date of termination.
 - (5) Upon the fifth violation, the registration for the short-term rental shall be terminated and the short-term rental host will be prohibited from re-applying for a new registration at any time in the future.
- (c) During the time period that a short-term rental registration is suspended or revoked, it shall be unlawful to advertise, offer to rent or rent, lease, sublease, license or sublicense the residential property subject to the suspension or revocation within the city as a short-term rental.
- (d) All violations roll off of your record every 24 months from the date of occurrence.
- (e) The planning and zoning director may suspend or revoke a registration if:
- (1) The owner knowingly submits false information during the registration process;
 - (2) The owner improperly claims a homestead exemption in violation of state law while operating the property as a short-term rental;
 - (3) The registration is transferred, sold, conveyed, disposed of, or assigned to another person or entity without city approval. The registration shall be deemed void as of the date of the unauthorized transfer.

Commented [AR6]: Language removed because of change made above.

Commented [AR7]: Change made for clarity.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023)

Sec. 4.14.010 Appeal of denial, suspension, or revocation of registration

In the event an applicant has been denied registration or if a registration has been suspended or revoked, the party affected may appeal that action to the city manager by submitting a letter within ten business days of the denial, suspension, or revocation. The city manager, or his/her designee, shall review the appeal at a staff level and decide within ten business days of receiving the appeal request and shall have the authority to uphold or reject the action complained of and order that the registration be granted or reinstated. However, should the city manager uphold the denial, suspension, or revocation, they shall schedule a hearing before the city council at a regular or special meeting within 30 days of the denial, unless the applicant withdraws the appeal in writing. Such a hearing shall be an administrative hearing, and adherence to formal rules of evidence shall not be required. The decision of the city council may be appealed as allowed by law to any court with jurisdiction.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023)

Sec. 4.14.011 Violations and penalties

Violation of this article upon conviction shall be punished by a fine not to exceed the sum of \$500.00 for each offense and each day such violation shall continue shall be deemed to constitute a separate offense. Warnings, citations, and revocations may be issued to dwelling owners, operators, lessors, agents, occupants, tenants, and/or guests, depending on the nature of the violation. Dwelling owners are ultimately responsible for compliance with the requirements and restrictions imposed upon a short-term rental by this article and for the conduct of their dwelling operators, lessors, agents, occupants, tenants, and guests, regardless of whether the owners are present at the dwelling.

(Ord. No. 2023-41, § 1(Exh. A), 11-7-2023)



Short Term Rental

Crystal Caldera, PhD
City Manager
City Council Meeting
August 4, 2026

Summary

- Question
 - Whether or not to amend the Short Term Rental ordinance
- Options
 - Approve the request
 - Approve a variation of the request
 - Deny
- Declaration
 - The City Council's Discretion

Purpose

- On June 6, 2026, the city council provided direction to the city manager to make the following changes to the Short-Term rental ordinance:
 - Expand radius to 300 ft for prohibition
 - Reduce trash violation time for remediation
 - Max Number of sleep based on the fire code
 - Permit is non-transferable
 - If a grandfathered permit is pulled, it is abandoned, and then they would have to reapply.

Fiscal Impact

- N/A

Recommendation

- City Council's Discretion

MAYOR AND COUNCIL COMMUNICATION

DATE: August 4, 2026

TO: Mayor and Council

FROM: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation and Discussion on Amending an Ordinance of The City of Leon Valley, Texas, Chapter 2, "Animal Control," of The Code of Ordinances; Amending Definitions; Revising Regulations Governing Prohibited Animals; Authorizing Certain Licensed Zoological Parks, Aquariums, and Educational Animal Exhibition Facilities to Possess Otherwise Prohibited Animals Subject to Specified Safety Requirements; Establishing Pet Shop Requirements Regarding the Source of Dogs and Cats Offered for Sale or Adoption Allowing for 6 Month Grace Period for Existing Businesses

PURPOSE

On June 6, 2026, the City Council provided direction to the City Manager to make the following changes to the Animal Ordinance:

1. Revising definitions applicable to prohibited animals and regulated facilities.
2. Authorizing zoological parks, aquariums, educational animal exhibition facilities, veterinary facilities, and similar approved facilities to possess otherwise prohibited animals, provided all applicable federal, state, and local safety requirements are satisfied.
3. Clarifying that such exemptions do not authorize private ownership of prohibited animals.
4. Requiring pet shops offering dogs or cats for sale, transfer, or adoption to obtain such animals only from:
 - Municipal animal shelters;
 - County animal shelters;
 - Animal control agencies;
 - Qualified nonprofit animal rescue organizations; or
 - Other organizations approved by the Department.
5. Requiring pet shops to maintain documentation establishing the source of each dog or cat and make such records available for inspection.

The changes have been made and sent to the City Attorney for his review and guidance. On July 21, 2026, the City Council discussed adding a grace period for existing businesses.

Attached Exhibit A illustrates the changes and the City Attorney's comments.

FISCAL IMPACT

N/A

RECOMMENDATION

City council's discretion.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS:

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY OF LEON VALLEY, TEXAS, AMENDING CHAPTER 2, "ANIMAL CONTROL," OF THE CODE OF ORDINANCES; AMENDING DEFINITIONS; REVISING REGULATIONS GOVERNING PROHIBITED ANIMALS; AUTHORIZING CERTAIN LICENSED ZOOLOGICAL PARKS, AQUARIUMS, AND EDUCATIONAL ANIMAL EXHIBITION FACILITIES TO POSSESS OTHERWISE PROHIBITED ANIMALS SUBJECT TO SPECIFIED SAFETY REQUIREMENTS; ESTABLISHING PET SHOP REQUIREMENTS REGARDING THE SOURCE OF DOGS AND CATS OFFERED FOR SALE OR ADOPTION; ALLOWING FOR A 6 MONTH GRACE PERIOD FOR EXISTING BUSINESSES; PROVIDING FOR PENALTIES; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR PUBLICATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Leon Valley finds that the protection of public health, safety, and welfare requires periodic review and amendment of the City's animal control regulations; and

WHEREAS, the City Council desires to prohibit the commercial sale of dogs and cats obtained from commercial breeders while encouraging the adoption of animals from public shelters and qualified rescue organizations; and

WHEREAS, the City Council further finds that zoological parks, aquariums, and educational animal exhibition facilities operating under federal and state regulation may safely maintain certain prohibited animals when appropriate safeguards are in place; and

WHEREAS, the City Council has determined that the amendments contained herein promote responsible animal ownership, public safety, and animal welfare;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, TEXAS:

SECTION 1. Chapter 2, Animal Control, is hereby amended as stated in Exhibit A, attached hereto and incorporated herein.

SECTION 2. Chapter 2, "Animal Control," of the Code of Ordinances is hereby amended as reflected in the attached Exhibit "A," which is incorporated herein by reference as though fully set forth herein.

The amendments include, but are not limited to:

1. Revising definitions applicable to prohibited animals and regulated facilities.
2. Authorizing zoological parks, aquariums, educational animal exhibition facilities, veterinary facilities, and similar approved facilities to possess otherwise prohibited animals, provided all applicable federal, state, and local safety requirements are satisfied.
3. Clarifying that such exemptions do not authorize private ownership of prohibited animals.

4. Requiring pet shops offering dogs or cats for sale, transfer, or adoption to obtain such animals only from:
 - o Municipal animal shelters;
 - o County animal shelters;
 - o Animal control agencies;
 - o Qualified nonprofit animal rescue organizations; or
 - o Other organizations approved by the Department.
5. Requiring pet shops to maintain documentation establishing the source of each dog or cat and make such records available for inspection.
6. Allowing for a 6-month grace period for existing businesses to comply with the ordinance.

SECTION 3. Penalty. Any person who violates any provision of this ordinance shall be guilty of a misdemeanor, and upon conviction shall be fined as provided in Chapter 1. General Provisions, Article 1.01 Code of Ordinances, Section 1.01.009 General penalty for violations of code: continuing violations of the City of Leon Valley Code, and/or applicable state law.

SECTION 4. Severability Clause. If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

SECTION 5. Savings Clause. The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

SECTION 6. Repeal. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of the conflict. All provisions, sections and sub-sections not revised or amended herein shall remain in effect.

SECTION 7. Effective Date. This ordinance shall become effective on and after its passage and approval, and publication requirements as provided by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the XXXXX day of August, 2026.

APPROVED

CHRIS RILEY
MAYOR

Attest :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form:

ARTURO D. "ART " RODRIGUEZ
City Attorney

Chapter 2 ANIMAL CONTROL

ARTICLE 2.01 GENERAL PROVISIONS¹

Sec. 2.01.001 Definitions

As used in this chapter:

Abandoned animal. Any animal that has been deprived of any of the necessities of life, including air, food, water, medical care, exercise and/or shelter. Abandoned animal shall also mean an animal abandoned while in the person's custody without making reasonable arrangements for assumption of custody by another person.

Animal. Any living vertebrate or invertebrate, domestic or wild, not including man.

Animal control officer. A person designated by the state, or the city, who is qualified to perform such duties under the laws of this state and the ordinances of this city.

Animal control/rescue facility. The facility operated or contracted by the city for the impoundment, care, disposition and/or adoption of dogs, cats and/or other animals.

Animal licensing. The annual assignment by the city of a numbered tag to each animal for whom the appropriate fee has been paid and which animal has been vaccinated with anti-rabies vaccine according to the regulations of the Texas Health and Safety Code, § 826.014 (826.021 et seq.), for which the animal license has been issued.

Animal nuisance. A public nuisance created within the corporate limits of the city by the listed acts or omissions of animal owners.

Animal permit hearing officer. The individual designated by the director to conduct administrative hearings to review the denial and revocation of excess animal permits authorized by this chapter provided that such person shall not have participated in any investigation of facts regarding the denial or revocation or be in the chain of command of any such person.

At-large animal. Any domesticated animal free of restraint while outside the boundaries of the real property of the owner.

Bridle. A leather device designed to fit over the head and beak of a cock to prevent the cock from injuring another cock.

Cat. Both the male and female of the species *Felis catus*.

Cat colony. A colony of free-roaming (homeless, stray, wild or untamed) cats that has been registered with the department and is maintained by a colony caretaker (who provides food, water and shelter) using trap, neuter and return methodology.

¹State law reference(s)—Authority of governing body to regulate animals, V.T.C.A., Local Government Code, sec. 215.025 et seq.; health and safety of animals, V.T.C.A., Health and Safety Code, ch. 821 et seq.

Choker collar. A length of chain or nylon cord or rope with rings at either end such that the collar can be formed into a loop around the animal's neck that slips (adjusts) tighter when pulled and slips looser when tension is released.

City. The City of Leon Valley, Texas.

City veterinarian. Any veterinarian who is under contract with the city.

Cock. The male of any type of domestic fowl.

Cockfight. A contest wherein fowl are set against one another with the intention that they engage in combat.

Commercial boarding kennel. Any place other than a veterinary hospital where the property owner, tenant, or occupant keeps or allows others to keep or board any domestic animal for a fee, donation or nonmonetary reward.

Competition animal. A cat or dog that is of a breed recognized by and registered with an approved breed registry approved by the department and shows or competes in animal shows or other competition events sponsored by an approved breed registry.

Confined. A situation by which an animal is effectively prevented from being free to roam or run at large at will.

Coop and run. A fully enclosed and predator-resistant cage or a pen used to confine domestic fowl within a designated location. The coop and run shall have roosts approximately 18 to 24 inches from the ground with at least six square feet of enclosed cage per bird. The enclosure includes a roof over at least some of the coop.

Dangerous animal. Any animal that meets any or all of the following criteria:

- (1) An animal which, by species or nature, is vicious or dangerous to man;
- (2) An animal that has bitten two or more people or one person on two or more occasions;
- (3) An animal that has killed a person or another pet or livestock animal; and/or
- (4) An animal that has attacked a human being and the nature of the attack or the resulting injury was such as might endanger the life or permanent health of the human.

Department. The City of Leon Valley's ~~police department~~ **animal control office.**

Director. The director of the City of Leon Valley's ~~police department~~ **animal control office** or designee.

Domestic animal. Any animal which is not prohibited, and commonly kept as pets at the owner's residence, including but not limited to domestic cats and dogs, domestic ferrets, rabbits, and domestic fowl.

Domestic cat. Any member of *Felis domesticus* adapted to life in association with humans.

Domestic dog. A member of *Canis familiaris* which is not a hybrid of *Canis familiaris* and another canine species adapted to life in association with humans.

Domestic fowl. Birds of a breed developed or kept for the purpose of meat production, egg laying or purely for ornament or show, including but not limited to ducks, geese, chickens, turkeys, partridges, guinea fowl, quail, pheasant, doves, parakeets and pigeons.

Dubbing. The procedure of removing the comb, wattle, and sometimes earlobes of a game fowl.

Educational animal exhibition facility. A facility, other than a zoological garden/park or aquarium, that maintains animals for the primary purpose of public education about wildlife, conservation, or animal science, and that is licensed or registered as required by applicable federal or state law, including but not limited to a license under the Animal Welfare Act (7 U.S.C. § 2131 et seq.) where applicable.

Commented [AR1]: Consistency change

Commented [AR2]: Offered for consideration

Enclosure (canines). For purposes of dangerous dogs, a house or a building, or in the case of a fence or a structure/pen, the fence or structure/pen must also have minimum dimensions of five feet by ten feet. The fence or structure/pen must form an enclosure suitable to prevent entry of young children and must be locked and secured such that an animal cannot climb, dig, jump or otherwise escape of its own volition. The enclosure shall be securely locked at all times. The structure/pen must have secure sides to prevent the dangerous animal from escaping from the enclosure. The structure/pen shall provide protection from the elements for the dangerous animal. Notwithstanding the fence height restrictions of section 6-2 [sic], the animal care officer shall have the right to require that the fence be higher than six feet or require a secure top and/or bottom be added to the structure/pen if the need is demonstrated. These additional requirements shall be based upon the type of animal to be kept in this enclosure and its anticipated ability to escape.

Gaff. An artificial steel spur designed to attach to the leg of a cock to replace or supplement the cock's natural spur.

Game fowl. A bird of any of various strains of domestic feral fowls developed chiefly for the intent of fighting or used in the act of cockfighting.

Grooming shop. A commercial establishment (structure or vehicle) where animals are bathed, clipped, plucked or otherwise groomed.

Housing space. The amount of confined space a pet has regular access to throughout the day to walk, run, play, eat and rest. This can include inside the home, if it is regularly accessible to the pet, and within an exterior fenced area within the owner's property. It shall not include any space where the animal can get on or off the property by its own free will.

Impound. The placing of an animal in the city's animal control facility, or the taking into custody of an animal for purposes of transportation to the city's animal control facility.

Keeper. Any person, firm, corporation, organization or department holding, caring for, having an interest in, or having control or custody of an animal. If the keeper of an animal is a minor, the parent or guardian of that minor shall be responsible for compliance with animal care related ordinances.

Livestock. Any equine, hog, sheep, goat, llama, or any bovine species, (including but not limited to the following: horse, mule, jack, jennet, cattle, sheep, goat, swine or other large animal).

Local health authority. The animal control officer of the city.

Nondomestic animal. Includes all animals other than domestic cats and dogs, domestic ferrets, livestock, rabbits and domestic fowl.

Owner. Any person who harbors or keeps, or causes or permits to be harbored or kept, or has an animal in his care or custody, or permits an animal to remain on or about his premises, excluding a temporary owner.

Performing animal exhibition. Any spectacle, display, act or event, other than circuses and rodeos, in which performing animals are used.

Pet. An animal kept for pleasure or enjoyment, rather than utility or commercial purposes.

Pet shop. A business establishment, whether licensed or not by the department, where animals including dogs, cats, fish, birds, reptiles, or rodents are kept for sale or commercial barter.

Poisonous. An animal that is capable of causing death or illness if their fluids are taken into the body.

Prohibited animals. The below listed animals may not be owned or brought into the City of Leon Valley:

- (1) Any ape or other nonhuman primate;
- (2) Any member of the genus *Canis* including wolf, hybrid wolf, coyote, jackal or fox, and similar species except *Canis familiaris*;

- (3) Any member of the genus *Felis* including leopard, lion, panther, tiger, lynx, bobcat, cheetah, ocelot, margay, jaguarundi, and any similar species except *Felis domesticus*;
- (4) Mustelids; other than the domestic ferret (*Mustela putorius furo*);
- (5) Skunk;
- (6) Any venomous or poisonous reptile or venomous species except bees;
- (7) Crocodile, alligator, caiman or related species;
- (8) Swine with the exception of miniature pigs (see section 2.01.015);
- (9) Ostrich or any other ratites;
- (10) Bear; and
- (11) All other mammals that live in a natural state of undomesticated freedom including the opossum, raccoon, armadillo and squirrel.

The prohibitions contained in this section shall not apply to zoological gardens/parks, aquariums, educational animal exhibition facilities, research institutions, veterinary facilities, or other facilities specifically authorized under Section 2.01.016.

Puppy. Any member of *Canis familiaris* and other canine species four months of age or under.

Quarantine. The detention or isolation of an animal suspected of carrying an infectious or contagious disease.

Rabies vaccination. A protective inoculation against rabies with an anti-rabies vaccine recognized and approved by the United States Department of Agriculture, given in an amount sufficient to provide an immunity against rabies for a period that satisfies the requirement of state law.

Registered microchip. An identification chip implanted under the skin of an animal for the purpose of identifying its owner or keeper which has been registered with a microchip registration company with current ownership information to include the current owner's or keeper's name, address, and telephone number (if available), and the description of the animal.

Rescue group. A formal animal care organization whose declared mission is to take and care for unwanted, abandoned, abused or stray pets and attempt to find suitable homes for them.

Research institution. A university, medical center, laboratory, or other facility that maintains animals for the primary purpose of scientific research, testing, or education, and that is registered with the United States Department of Agriculture or another applicable federal or state regulatory authority where such registration is required.

Commented [AR3]: Offered for consideration

Responsible person. A person who owns the animal, or to whose commands an animal in question is obedient, and who is capable of controlling the animal if the animal should fail to obey such commands.

Restraint. A situation whereby an animal is secured by a tether, a leash or a lead, or is confined within the real property of its owner.

Roam. To be free of restraint while inside the boundaries of the real property of the owner.

Rooster. The male of any type of chicken.

Roosts. Bars where domestic fowl perch at night inside a coop and run.

Selling of animals. The permanent change of ownership resulting from the exchange of money, services or goods.

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Severe injury. Any physical injury that results in death, broken bones or disfiguring lacerations requiring sutures or surgery.

Shelter. A clean and sturdy structure with a roof and three sides and a fourth side allowing access that is protected from the elements and a floor that is elevated enough to keep the shelter dry. A shelter shall provide protection from rain, hail, sleet, snow, and subfreezing temperatures and must be large enough to allow the dog or animal to stand erect, sit, turnaround and lie down in a normal manner.

Slasher. A steel weapon resembling a curved knife blade designed to attach to the foot of a cock.

Spur. A sharp horn-like protrusion that can grow on the legs of fowl.

Stray animal. Any non-livestock animal that is at-large with no physical restraint, without an identification tag, collar, or chip and has no record of ownership.

Tagged. Any animal which has a current city animal license.

Temporary owner. An individual who finds a stray animal, has the animal for fewer than 15 days, and attempts to find the true owner of the animal, including notifying the animal control officer of the city of the circumstances of finding the animal. A temporary owner is not considered an "owner" for the purposes of this chapter.

Trap, neuter and return (TNR) program. A nonlethal, humane alternative to deal with stray cats which are captured, altered and returned back to their location in order to encourage the stabilization of the free-roaming cat population in the city.

Trapped animal. An animal caught or taken in, as if in a trap or snare by skill, craft or trickery.

Unprovoked animal attack. An offensive attack by an animal that excludes circumstances in which immediately prior to the attack, and while properly confined and restrained:

- (1) The animal was taunted, teased or abused or otherwise assaulted by a person(s) or another animal - this includes being hit, kicked or struck, pulled, pinched, stepped on, squeezed, or bit by a person or other animal with any object or body part.
- (2) While properly restrained, the animal was defending or protecting a person(s) or property from a person(s) or another animal trespassing or committing a crime on the premises or property occupied by the owner.
- (3) The animal was protecting itself or its offspring.

Unrestrained. A situation where an animal is found to be without physical restraint provided in the form of a barrier such as a fence, tether or leash providing positive control of the animal and inhibiting the animal from getting off the occupant's property or away from physical control by the owner/keeper.

Vaccination certificate. A document showing on its face that the animal described thereon has received a current inoculation of anti-rabies vaccine in an amount sufficient to produce an immunity that satisfies the requirement of state law, inscribed with the date of the inoculation, the duration of immunity approved for that vaccine, and the name and address of the animal's owner, all other information required by state law, and signed by a licensed veterinarian.

Venomous. Capable of injecting venom by means of a bite or sting.

Veterinarian. A person licensed to practice veterinary medicine in the state.

Veterinary hospital. Any establishment maintained and operated by a licensed veterinarian for surgery, diagnosis of and treatment of diseases and injuries of animals.

Vicious animal. An animal which habitually or repeatedly without provocation chases, snaps at, attacks or bites any person or domestic animal.

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Wild animal. Any nonhuman primate, raccoon, skunk, fox, wolf, leopard, panther, tiger, lion, lynx, bobcat, or other warm-blooded animal, or any poisonous or dangerous snake which can be found in an untamed state.

Zoological park. Any facility, other than a pet shop or commercial boarding kennel, displaying or exhibiting one or more species of nondomesticated animals operated by a person or government agency.

(1972 Code, sec. 4.100; Ordinance 03-004 adopted 4-1-03; 2008 Code, sec. 2.01.001; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19; Ord. No. 2021-64, § 1, 12-7-2021)

Sec. 2.01.002 General regulations as to care, keeping and using of animals

Every owner, caretaker or user of any animal shall observe the following rules in connection with the care, keeping and using of the animal, and any person violating any provisions of this section shall be deemed guilty of an offense:

- (1) The owner, caretaker or user shall feed all animals in their care with a quantity of good, wholesome food sufficient to keep the animals in a good, well-nourished condition, and shall serve the food in a clean, sanitary manner.
- (2) The owner, caretaker or user shall provide each animal with pure, clean water in sufficient quantities at all times.
- (3) The caretaker, owner or user shall ensure that each animal receives adequate grooming, treatment, transportation, and veterinary care when needed to prevent suffering or disease transmission.
- (4) The caretaker, owner, or user shall provide each animal sufficient and appropriate exercise for the requirements of the species.
- (5) No person may restrain a dog by a tether that:
 - (A) Is less than ten feet in length or five times the length of the dog measured from nose to the base of the tail, whichever is longer; or
 - (B) Due to the weight of the tether itself, causes injury or visible discomfort to the dog.
- (6) It is unlawful for any person to dye, stain or otherwise alter the natural color of any chicken, duckling, gosling or rabbit.
 - (A) It shall be a defense to prosecution under subsection (1) of this section that the animal was dyed or stained for commercial use or breeding purposes, for scientific, educational or governmental purposes or any other purpose not related to its being furnished or kept as a pet.
- (7) No person shall work or use an animal where there are any sores upon the animal's body, legs, head or shoulders.
- (8) The owner, caretaker or user shall ensure that all harness used on any work animal is properly fitted to the animal and is free from any wire, rivets, break, tear or anything else that will irritate or make sores on the animal.
- (9) No person shall hitch an animal to any wagon that is not well-greased or where the pole or the singletree is in such condition as may cause injury to the animal.
- (10) No person shall drive an animal drawing a wagon or other loaded vehicle faster than at a walk.
- (11) No person shall work or use a sick or crippled animal or lead or drive it on any street of the city.
- (12) No person shall run, or participate in the running, of any horse race in, along or across any public road, public square or public street in the city.

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- (13) Cats that are allowed outdoors must be spayed or neutered.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.003 Animal nuisances

The owner or keeper of any animal in the city is responsible for the behavior and conduct of that animal at all times including the creation of a public nuisance. Violations of the following acts or omissions are public nuisances:

- (1) The owner or keeper shall ensure that the animal (except cats) does not run at large;
- (2) The owner or keeper shall not allow animals being held on their property to create a noise disturbance in such a manner, to annoy, distress or disturb within the vicinity of hearing thereof. For the purpose of this chapter, an animal noise nuisance shall be defined as a minimum of ten minutes of noise events over a period of one hour where the animal can be heard continuously 100 yards away, or behind the wall of a livable structure;
- (3) The owner or keeper shall prevent his animal from biting or injuring without provocation, any animal or person;
- (4) The owner or keeper shall prevent his animal from damaging or destroying public property or property other than its owner's private property;
- (5) The owner or keeper shall not keep more than the number of animals allowed under this chapter;
- (6) An owner or keeper creates an animal nuisance by the keeping, frequent feeding or harboring of any venomous or inherently dangerous or prohibited animal;
- (7) An owner or keeper creates an animal nuisance by the keeping, frequent feeding or harboring of more than three feral cats on any one residential property, or four feral cats on any one commercial property, or on the property of an owner in which they have not received permission.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.004 Violations; penalty; additional remedies

- (a) It shall be unlawful to do any act prohibited hereby and it shall be unlawful to fail to do or perform any act required hereby.
- (b) Any person, firm, corporation, agent or employee thereof who violates any of the provisions of this chapter shall be fined an amount in accordance with section 1.01.009 of this Code.
- (c) Nothing in this section shall limit the remedies available to the city in seeking to enforce the provisions of this chapter.
- (d) The animal control officer, the code compliance (code enforcement) officer, or a city police officer may, at their discretion, issue a citation for any violation of this chapter.
- (e) Any person may, upon presentation of a duly executed affidavit stating the existence of an animal nuisance, as defined in this chapter, and identifying the name and address of the owner or owners of such animal may request the city prosecutor to file a complaint in municipal court against the owner or owners of such animal under the provisions of this chapter. The filing of a complaint by the person may, based on evidence provided by the complainant, result in the issuance of a court summons to the owner or owners of the animal in question.

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(1972 Code, sec. 4.200; 2008 Code, sec. 2.01.002; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.005 Interference with enforcement

No person shall interfere with, hinder or molest any city employee in the performance of the employee's duties under this chapter.

(1972 Code, sec. 4.305; 2008 Code, sec. 2.01.004; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.006 Hearings

- (a) A person aggrieved by an action of the city in amending, limiting, defining, suspending, or revoking any approval required by this chapter may request a hearing before the city manager or their appointed supervisory officer. A hearing must be requested in writing and filed with the city manager within ten days of the protested decision or action, by the aggrieved party. If no such request is received, the decision or action of the animal control officer becomes final. Any decision should include the written opinion of the city veterinarian, when indicated.
- (b) Based on the recorded evidence of such hearing, the city manager, or a supervisory officer appointed to hold the hearing, shall make a final finding, and shall sustain, modify or rescind any notice or order considered in the hearing. A written report of the hearing decision shall be furnished to the person requesting the hearing by the animal control officer or the city manager.

(1972 Code, sec. 4.323; 2008 Code, sec. 2.01.005; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.007 Dogs or cats running at-large

- (a) Every owner of a dog or cat (except feral cats) and any person having charge, care, custody or control of any dog or cat (except feral cats) shall restrain such animal from running at-large.
- (b) Any dog or cat running at-large contrary to this chapter, or charged with viciousness by affidavit, or noticeably sick or injured and not in the care of an owner, may be impounded by the animal control officer or a police officer as provided in section 2.02.001.
- (c) Any dog or cat so found running at-large that cannot be safely taken up and impounded may be euthanized by the animal control officer or any police officer.

(1972 Code, sec. 4.301; 2008 Code, sec. 2.01.006; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

State law reference(s)—Restraint, impoundment and disposition of dogs and cats, V.T.C.A., Health and Safety Code, § 826.033.

Sec. 2.01.008 Livestock running at-large

It shall be unlawful for the owner, or person in possession or control thereof, to permit livestock, as defined in this chapter, to run at-large within the city limits, and such owner or person in possession of any such animal running at-large will be guilty of a misdemeanor.

(1972 Code, sec. 4.302; 2008 Code, sec. 2.01.007; Ordinance 2019-59, sec. 1, adopted 11-19-19)

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State law reference(s)—Animals at large, V.T.C.A., Local Government Code, § 215.026; estrays, V.T.C.A., Agriculture Code, ch. 142.

Sec. 2.01.009 Trapping animals

- (a) No person shall set up or allow to be set up on his property steel jaw traps, spring traps with teeth or perforated edges on the holding mechanism, or any type of trap with a holding mechanism designed in such a fashion as to reasonably ensure the cutting, slicing, tearing or otherwise traumatizing of the entrapped prey, for the purpose of ensnaring domestic or wild animals within the city limits, unless the use of such traps is specifically deemed necessary by the local health authority of the city for the purposes of animal control, in or for the control of communicable disease. This section is not to be construed to include those traps designed to trap common rodents, i.e., rats, mice, gophers and groundhogs; provided, the owner is responsible for taking care that any of the aforementioned "rodent" traps are not placed or used on or about his property in such a manner as to reasonably ensure the trapping of any other domesticated or wild animal, or of a human. It shall be a prima facie violation of this section that the traps proscribed in this section were, in fact, set up by the person in question, or were allowed to be set up by the person in question; no intent or further culpable mental state shall be required to prove such a prima facie violation.
- (b) Humane traps used to capture dogs, cats, and other small animals alive shall be checked at least once every eight hours by the individual setting the trap. Humane care shall be provided for any trapped animals, including the provision of food and water and protection from extremes of the environment, including heat, cold and precipitation. Trapped domesticated animals shall be turned over to the city's animal control officer or the animal's owner the next working day.
- (c) Wild animals trapped by residents are not the responsibility of the city. Professional services should be contracted by the property owner to remove any wild animals from personal property.

(1972 Code, sec. 4.304; 2008 Code, sec. 2.01.008; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.010 Keeping horses and livestock

- (a) It shall hereafter be unlawful to keep a horse, or other livestock inside the city limits unless such is securely penned up in an enclosure which, at any given point thereof, shall be no less than 150 from the nearest residence or residences on any adjacent property under other ownership or possession.
- (b) For the purpose of this section, a pen shall mean a fully enclosed space that is adequately sturdy to prevent the horse or livestock from being unrestrained. An owner must comply with the following:
 - (1) The owner must have adequate facilities to house the animal(s) and ensure adequate sanitation.
 - (2) The animal(s) must be kept housed or confined in a manner that does not allow them to create a nuisance.
 - (3) All stables or other enclosures in which the animal is kept and the ground upon which the stable or enclosure is situated shall be maintained in a clean and sanitary condition, and all stables and fences surrounding each lot where the animal is kept and the feed troughs and water troughs, with which such animals are fed and watered, shall be free from any conditions that may injure the animal. All stables and enclosures shall contain adequate space for an animal relative to the animal's species, size, weight, and age and must allow the animal to stand upright without touching any part of the structure and to move around unencumbered.

(1972 Code, sec. 4.315; 2008 Code, sec. 2.01.009; Ordinance 2019-59, sec. 1, adopted 11-19-19)

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Sec. 2.01.011 Horseback riding

- (a) Horseback riding on any public street in the city which is either curbed, or has a sidewalk on one or both sides, or is both curbed and side walked, is hereby prohibited.
- (b) Horseback riding on or across private property or premises without the express permission of the owner or tenant thereof, other than that owned or tenanted by the rider, is hereby prohibited.
- (c) Horseback riding while participating in a lawful parade or as part of a police incident are exempt from this chapter.

(1972 Code, sec. 4.316; 2008 Code, sec. 2.01.010; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.012 Vicious animals

Whenever an affidavit shall be made before the judge of the municipal court that any animal has bitten, or attempted to bite, or attacked, or attempted to attack, any person in a vicious manner in the city and it shall appear that the person so bitten or attempted to be bitten, or attacked, or attempted to be attacked, in a vicious manner as aforesaid was not at the time trespassing upon the property of the owner thereof and not otherwise at fault, then the judge of the municipal court shall, upon proof thereof, fine for each offense. The judge of the municipal court, where it is proven that such animal has bitten any person, may direct the owner of such animal to euthanize or remove such animal permanently beyond the city limits, and failure to do so within three days thereafter shall constitute an offense hereunder.

(1972 Code, sec. 4.317; 2008 Code, sec. 2.01.011; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.013 Maximum number of animals

- (a) In residential areas of the city with lot sizes of less than one acre, a household may keep, shelter, maintain or harbor up to:
 - (1) A maximum number of four cats or four dogs or any combination up to four total cats and dogs, no more than two of which may be unsterilized.
 - (2) A total of six animals of any combination of domestic dogs, cats, domestic fowl, snakes, rabbits, or any other approved animal in accordance with this Code and other applicable building and zoning regulations.
- (b) In residential areas of the city with lot sizes of greater than or equal to one acre but less than two acres, a household may keep, shelter, maintain or harbor up to:
 - (1) A maximum number of four cats or four dogs or any combination up to four total cats and dogs, no more than two of which may be unsterilized.
 - (2) Maximum number of ten domestic fowl/rabbits.
 - (3) Maximum number of two livestock animals as defined by this chapter.
 - (4) A total of ten animals of any combination of domestic dogs, cats, domestic fowl, snakes, rabbits, or any other approved animal in accordance with this Code and other applicable building and zoning regulations.
- (c) In residential areas of the city with lot sizes of greater than or equal to two acres, a household may keep, shelter, maintain or harbor up to:

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- (1) A maximum number of four cats or four dogs or any combination up to four total cats and dogs, no more than two of which may be unsterilized.
 - (2) Maximum number of ten domestic fowl/rabbits.
 - (3) Maximum number of four livestock animals as defined by this chapter.
 - (4) A total of twenty animals of any combination of domestic dogs, cats, domestic fowl, snakes, rabbits, or any other approved animal in accordance with this Code and other applicable building and zoning regulations.
 - (5) An additional five total animals per additional acre over two acres.
- (d) An adult animal is hereby defined as one over four months of age.
 - (e) Anyone keeping, maintaining or harboring on his business or household premises more than the above allotted domestic dogs, cats, fowl, snakes, rabbits, or any other approved animal in accordance with this Code, shall be deemed to be operating a kennel, and must comply with requirements in this chapter, as well as all city, county and state requirements for such operation, including registration and licensing required by this chapter.
 - (f) No household shall provide feed, water or shelter to more than three feral cats at one residence. Additional feral cats may be removed by animal control or a citizen and the feral cat may be released at a city approved alternate location. The department has the right to immediately seize and remove all, or parts of any colony for the following reasons:
 - (1) Public health and public safety concerns including rabies, other epizootic and certain zoonoses identified by the department of health; or
 - (2) Animals creating a public nuisance.
 - (g) All domesticated animals must be currently vaccinated for rabies.
 - (h) Each animal must have access to shelter when housed outside.
 - (i) The owner of the animals must have adequate property or facilities to ensure they do not disturb any neighbors. Any outdoor facilities shall be subject to inspection by the department.
 - (j) *Excess animal permit.* In order to have more dogs or cats, or chickens than this chapter allows at a residence, an owner must apply for an excess animal permit which shall be valid for one year. The criteria used to evaluate the granting of an excess animal permit are as follows:
 - (1) All dogs and cats for which a permit is required must be sterilized, unless the animal qualifies for a certified medical exception by a licensed veterinarian or is under four months old.
 - (2) Animals must be currently vaccinated for rabies.
 - (3) All dogs and cats must have a registered microchip.
 - (4) The dogs and/or cats must not be housed exclusively outside, and no more than two dogs may be housed outside between the hours of 10:00 p.m. and 6:00 a.m.
 - (5) The primary form of restraint for any dog shall not be tethering.
 - (6) Each dog must have access to its own shelter when housed outside.
 - (7) All dogs and cats must have a photograph of each animal attached to an animal profile sheet that will be kept on record as verification of the animals allowed in the permit. Rescuers with a rescue license or official fosters of licensed rescue group registered with the department shall be exempt from the photograph and profile sheet requirement for those animals that are temporarily being housed at the location for less than four months.

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- (8) If the owner of the dogs and/or cats is not the owner of the property, the permission of the property owner must be obtained before a permit application will be processed.
- (9) A check will be made to determine if there are any previous valid complaints. A previous valid complaint can be grounds for the denial of a permit request.
- (10) The requestor must have adequate property or facilities to ensure the dogs and/or cats do not disturb any neighbors. The facilities shall be subject to inspection by the department.
- (11) Organizations with an approved rescue group license who are temporarily housing pets (less than four months) with the intent to rehome pets elsewhere may exceed the minimum number of pets as long as they follow requirements required for those with an excess animal permit, and are registered with the city.

(1972 Code, sec. 4.318; 2008 Code, sec. 2.01.012; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.014 Operation of kennel

- (a) Anyone deemed operating a kennel under section 2.01.013 of this chapter shall be subject to obtaining a license from the city on a yearly basis. Such license shall be given by the city after inspection by the public health official of the city or the animal control officer and payment of the required fee in accordance with appendix A of this Code as amended or revised by ordinance from time-to-time.
- (b) No kennels shall be maintained in a household or within a neighborhood. If a kennel be maintained in a household, the animal control officer shall have the authority to impound such number of animals over the limit laid out in section 2.01.013 of this chapter. Impoundment will remain in effect until either the passage of applicable time as set out in section 2.02.001 of this chapter or until the owner or person in control of the property becomes in compliance with this chapter. Which animals are to be impounded shall be at the total discretion of the animal control officer.
- (c) If such kennel be maintained in a place of business, the owner or person in control of the business must comply with the licensing requirement under this chapter on or before the last day of January each year. If request is made of the city to open a business which would operate or house a kennel as defined in section 2.01.013 licensing shall be mandatory prior to the granting of a certificate of occupancy. In cases of noncompliance with city licensing guidelines, the public health official or the building inspector of the city has the right to revoke the certificate of occupancy. In addition, the animal control officer has the authority to impound any animals kept on such noncomplying premises.
- (d) The exterior of a commercial boarding kennel area shall be completely fenced or otherwise enclosed to prevent animals from leaving the premises.
- (e) Runs shall be constructed to effectively enclose the animals housed therein. Construction shall permit ready observation and handling of the animals and promote ease of cleaning. Runs and exercise areas having gravel or other nonpermanent surface materials shall be sanitized a minimum of once in each 24-hour period and more frequently as may be necessary by removal of soiled materials and application of suitable disinfectants and replacement with clean surface materials.
- (f) All primary enclosures shall be structurally sound and maintained in good repair to protect the animals from injury, to contain them, and exclude other animals. They shall be constructed and maintained to enable the animals contained therein to remain dry and clean and to permit regular and effective cleaning. Heating and cooling shall be provided as required, according to the physical need of the animals, with sufficient light to allow observation of animals and sanitation conditions.
- (g) Group housing is permitted for animals that are compatible. Adequate space shall be permitted to allow freedom of movement and comfort.

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- (h) All animals that are known to be exposed to or show symptoms of having infectious or contagious diseases shall not be transferred to any person other than the owner of the animal or licenses veterinarian.
- (i) A commercial boarding kennel shall not accept a dog for boarding without first obtaining a copy of the dog's immunization record or veterinarian receipt showing that the animal has a current rabies vaccination certificate and been vaccinated against canine distemper, hepatitis, para influenza, and canine parvovirus in accordance with standard veterinary practices. A commercial boarding kennel shall not accept a cat for boarding without first obtaining a copy of the cat's immunization record or veterinarian receipt showing that the cat has a current rabies certificate and been vaccinated against feline panleukopenia, viral rhinotracheitis, and calici virus in accordance with standard veterinary practices. Puppies and kittens less than four months of age are exempt from the rabies vaccination requirement. Commercial boarding kennels possessing federal certification of nonprofit status (IRS 501(c)(3)) are exempt from this requirement.
- (j) It is the responsibility of the permittees, except for those exempted from the payment of commercial boarding kennel fees, to be able to prove at any time that all dogs and cats on the premises which are over four months of age are currently vaccinated against rabies.
- (k) All animals shall be supplied with sufficient food during each 24-hour period and more often if the physiological needs of the animal require it. Each animal shall have access to fresh potable water at all times.
- (l) Precautions shall be taken to ensure that animals are not teased, annoyed, or made to suffer by any persons or means.

(1972 Code, sec. 4.319; 2008 Code, sec. 2.01.013; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.015 Keeping animals other than dogs, cats or horses

- (a) *Vicious animals prohibited.* No person shall keep on his premises a vicious animal.
- (b) *Running at-large prohibited.* It shall hereafter be unlawful to allow chickens, ducks, geese, rabbits or other food or farm animals to run at large inside the city limits. It is recommended that the owner keep such animals inside a predator resistant shelter or enclosure from dusk until dawn to reduce the occurrence of predation.
- (c) *Fowl.* An owner of fowl must comply with the following:
 - (1) The owner must have adequate facilities to house the domestic fowl and ensure adequate sanitation as detailed in section 2.01.017.
 - (2) All domestic fowl must have access to a coop and run.
 - (3) The domestic fowl must be kept in a manner that does not allow them to create a nuisance.
 - (4) Roosters, as defined in section 2.01.001, are not allowed within the city limits.
- (d) *Miniature pig.* A miniature pig must be kept indoors and must be spayed or neutered. Owner must have proof of spay or neuter.

(1972 Code, sec. 4.320; 2008 Code, sec. 2.01.014; Ordinance 2019-59, sec. 1, adopted 11-19-19)

State law reference(s)—Authority of municipality to prohibit or otherwise regulate the keeping of livestock and swine, V.T.C.A., Local Government Code, § 215.026(b).

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Sec. 2.01.016 Keeping wild or dangerous animals

No person shall keep or harbor on their premises any wild or dangerous animal. This prohibition does not apply to a traveling circus, pet shops, aquarium, educational animal exhibition facility, zoological garden/park, research institutions, veterinary facilities, or similar facility operating lawfully under competent and sanitary supervision as determined by the animal control officer.

Notwithstanding any other provision of this chapter, a zoological garden/park, aquarium, educational animal exhibition facility, or similar facility operating lawfully within the City may possess, maintain, display, transport, and exhibit prohibited, dangerous, venomous, poisonous, exotic, or nondomestic animals provided that:

(1) The facility possesses all licenses, permits, registrations, and approvals required by federal and state law;

(2) The animals are maintained in secure enclosures designed to prevent escape and unauthorized public contact;

(3) The facility maintains emergency response procedures for animal escape, injury, or exposure incidents;

(4) The facility complies with all applicable standards established by the United States Department of Agriculture, Texas Parks and Wildlife Department, Texas Health and Safety Code, and other applicable regulatory agencies;

(5) The facility remains subject to inspection by the City for compliance with public safety, building, fire, and zoning regulations.

This exemption shall not authorize private ownership of prohibited animals outside an approved facility.

(1972 Code, sec. 4.322; 2008 Code, sec. 2.01.015; Ordinance 2019-59, sec. 1, adopted 11-19-19)

State law reference(s)—Dangerous wild animals, V.T.C.A., Health and Safety Code, § 822.101 et seq.

Sec. 2.01.017 Removal of animal waste; sanitation standards

- (a) Every owner or handler of any animal shall promptly, in a sanitary manner, remove and dispose of excreta deposited by their animal on any public or private property not owned or occupied by the animal's owner or handler.
- (b) An animal owner shall not guide or take animals onto the yards or driveways of property not owned, leased or occupied by the animal owner for the purpose of allowing the animal to defecate, but shall keep the animal in the public right-of-way, and shall carry a container and implement for the sanitary removal of the animal's fecal matter from the public sidewalk and public right-of-way adjacent to any property with a structure or other improvements thereon. If it is found that a person intentionally, knowingly or recklessly violated this provision, then upon conviction a person shall be fined an amount in accordance with section 1.01.009 of this Code.
- (c) Any person keeping pens, hutches, or houses or any enclosure in which fowl, rabbits or guinea pigs are kept must keep the premises in a clean and sanitary condition at all times so as not to produce a nuisance odor.
- (d) No animal owner shall allow the accumulation of animal waste on any premises in a quantity sufficient to create an odor offensive to a person of normal sensibilities standing on any adjacent property not owned or controlled by the subject animal's owner, or which creates a condition conducive to the breeding of flies or other pests.

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- (e) The accumulation of animal waste on any premises so as to create a stench or harborage for flies or other pests is hereby declared to be a public nuisance. Upon delivery of a written "notice to clean" by the department of health, animal control officers, development services or their representatives, an animal owner or any adult occupant of the premises identified in said notice shall abate the therein described public nuisance on the premises within 24 hours. Delivery shall be accomplished either by hand to the animal owner or keeper or any adult occupant of the residence, or by posting in a conspicuous place on the main entrance fence gate of the premises or main entrance door of the structure on the premises, or by certified mail, return receipt requested.
- (f) The director of health, the director of animal control and the director of development services or their designees are separately authorized and empowered to enforce the provisions of this section, and may summarily abate and remove any immediate public health and safety hazard due to the presence of animals by declaring the conditions to be an immediate public health hazard and public nuisance, and shall execute an administrative order that the premises be cleaned to city health code standards by the city or its contractor within 24 hours. All three said directors are each individually authorized to petition a justice or municipal court for a court order for the seizure of a particularly described animal or all animals kept on the subject premises to be impounded and cared for as abused or neglected animals pending a hearing before the court in accordance with V.T.C.A., Health and Safety Code § 821.022.

(Ordinance 10-043 adopted 10-19-10; 2008 Code, sec. 2.01.016; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.018 Trap, neuter, and return (TNR) program

- (a) Feral cats include the following:
 - (1) Cats born and raised in the wild.
 - (2) Cats who have been abandoned or lost and turned to wild ways in order to survive.
 - (3) While some feral cats tolerate a bit of human contact, most are too fearful to be handled.
 - (4) Feral cats often live in groups called colonies, and take refuge wherever they find food.
- (b) The city established a TNR program in December 2013. The program is designed to:
 - (1) Humanely trap (with box traps) feral cats from throughout the community;
 - (2) Bring the feral cat to a veterinarian to be spayed or neutered, and vaccinated;
 - (3) Mark the cat as part of the TNR program by a ear tip (the universal sign that a community cat has been neutered and vaccinated);
 - (4) Return the feral cat to a location near where it was trapped.
- (c) A cat colony may not be larger than three feral cats in a residential area, and four feral cats in a business area. Business areas include apartment complexes. Any additional cats may be removed by a citizen or an animal control officer.
- (d) Feral cats who become a nuisance or damage others property may be humanely removed by the owner of said property at their own expense.
- (e) A permit to maintain a feral cat colony may be obtained through the city. A permit may be issued to a resident or business owner within the city.
 - (1) Each cat colony permit will require the colony to be registered by the caretakers with the city who will serve as a clearinghouse for information on current caretakers, education for new caretakers, and assistance for persons found in violation of this section.

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- (2) The caretaker must own, manage, lease or have the written authorization before a property is given a feral cat colony permit.
- (3) Caretakers of feral cat colonies shall obtain a cat colony permit and implement proper management and sterilization practices as required by the dept.
- (4) Any person or caretaker determined to be in violation of proper management and sterilization practices required by the department shall be issued a written warning and be allowed a period of time to come into compliance. That period of time shall not exceed 30 days from issuance of the initial warning notice.
- (5) Failure to comply shall result in a violation of this chapter, which may result in the issuance of a citation.
- (6) The department has the right to immediately seize and remove all, or parts of any colony for the following reasons:
 - (A) Public health and public safety concerns including rabies, other epizoonotic and certain zoonoses identified by the department of health.
 - (B) Animals creating a public nuisance.
 - (C) Number of feral cats exceed permitted number in ordinance.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.019 Barn cat program

- (a) The city may work with other municipalities in rural area of the region to release feral or unclaimed cats on farms and ranches.
- (b) There is no charge for placing of the animals with other municipalities.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.020 Cruelty to animals

- (a) It shall be a violation of this Code for a person to intentionally, knowingly or recklessly beat, cruelly treat, overload or otherwise abuse any wild living creature anywhere in the city.
- (b) Animal care officials shall utilize the authority granted by V.T.C.A., Health and Safety Code § 821.022 to seize and impound any animal that has been or is being cruelly treated. If the investigating animal care officer or cruelty investigator has reason to believe that an animal has been or is being cruelly treated, pending a hearing before any justice of the peace of the county or any municipal court judge on the issues of cruelty and disposition of the animal, the seizure of the subject animal prior to receiving a warrant is hereby authorized if such a delay endangers the life of the animal, or if it would unreasonably prolong the suffering of the animal needing immediate attention.
- (c) It shall be a violation for any person to engage in dubbing.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.021 Killing animals in a public place

It shall be unlawful for any person to wound or kill any cattle, horse, sheep, swine or goats of any description, whether wild or domestic, in any public place within the city. As long as it can be done safely and humanely, a law enforcement officer called to investigate an injured animal may destroy an animal that is suffering.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.022 Standard of care

An owner, keeper or temporary owner of an animal is required to provide his animals with humane care and treatment as follows:

- (1) Access to an adequate supply of fresh air;
- (2) Food;
- (3) Fresh water;
- (4) Shelter, as defined by this Code; and
- (5) Veterinary care when needed to prevent suffering.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.023 Prohibiting giving away animals as prizes or inducements

It shall be unlawful for any person to give away, or offer to give away, any live animal as a prize for, or as an inducement to enter, any contest, game or other competition, or as an inducement to enter a place of amusement; or offer such animal as an incentive to enter into any business agreement whereby the offer was for the purpose of attracting trade.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.024 Prohibiting selling animals on roadside, garage sales, flea markets and festivals

- (a) It shall be unlawful for any person to sell, trade, barter, lease, rent, or give away, any animal on any roadside, public right-of-way, commercial parking lot, garage sale, flea market, festival, park, community center or outdoor public place.
- (b) It shall be unlawful for any manager, operator or property owner to allow the conduct described in subsection (a).
- (c) This section shall not apply to any tax-exempt nonprofit organization founded for the purpose of providing humane sanctuary or shelter for abandoned or unwanted animals that have an active rescue group license.
- (d) Any animal being sold, traded, bartered, leased, rented, or being given away on any roadside, public right-of-way, commercial parking lot, garage sale, flea market, festival, park, community center or outdoor public place shall be subject to seizure and impoundment at the discretion of the investigating animal care officer. Upon impoundment, a notice of violation will be provided to the animal owner. Animals impounded under this section may be reclaimed by the owner within five days excluding the day of impoundment and any days the animal care services facility is not opened. Animals not reclaimed within this period shall thereafter become the property of the city and be subject to adoption, rescue, foster or humanely euthanized at the

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discretion of the department. Applicable impoundment fees for each animal reclaimed shall be paid prior to the animal being released to the owner.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.025 Exposing animals to poisonous substances

- (a) No person shall expose any known poisonous substance, whether mixed with food or not, so that the same may be attractive to any warm-blooded animal or human; except that it shall not be unlawful for a person to expose, on his own property or with permission of the property owner, commercially available rat poison or other pesticides appropriately placed in accordance with the labeling directions.
- (b) It shall be sufficient to constitute a violation under this section that the poisonous substance was attractively exposed by such person in such a manner that the same may have been eaten, or was in fact eaten, by any warm-blooded animal or human; no intent or further culpable mental state shall be required to prove a prima facie violation.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.026 Safety of animals in motor vehicles

- (a) No person shall transport or carry on any public roadway any animal in a motor vehicle unless the animal is safely enclosed within the vehicle; and if traveling in an unenclosed vehicle (including, but not limited to convertibles, pick-up trucks, jeeps, and flatbed trucks), the animal shall be confined by a vented container or cage, rope or other device cross-tied to prevent the animal from falling or jumping from the motor vehicle or from strangling on a single leash.
- (b) No person shall leave any animal in any standing or parked vehicle in such a way as to endanger the animal's health or safety. Any animal care officer or police officer is authorized to use reasonable force, including the breaking of a side window, to remove an animal from a vehicle whenever it appears the animal's health or safety is endangered, and said neglected or endangered animal shall be impounded.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.027 Pet shop requirements

- (a) No person shall operate any pet shop as defined in this chapter, without first obtaining a license from the department who shall take into consideration the type of building construction, the regulatory compliance history of the permittee as it relates to sanitation, health, welfare of the animals, birds or reptiles housed, and related zoning requirements. The department shall inspect and evaluate the qualifications of applicants.
 - (1) Applications for an original or renewal pet shop license shall be submitted to the department and shall be approved or denied by the department. The department shall investigate the applicant's qualifications for a license. A conviction for the violation of any provision of this chapter may constitute cause for denial or revocation of a license.
 - (2) Failure to apply for a license prior to the opening of such a commercial animal facility, or within 30 days after the renewal date, shall constitute a misdemeanor offense.
 - (3) Each pet shop license shall be valid for one year.
- (b) Dogs and cats shall be removed from their primary enclosures at least twice during each 24-hour period and exercised unless the primary enclosure is of sufficient size to conduct an exercise regimen needed by the

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animal for good health. All animals shall be able to stand, stretch, and turn without touching any of the four sides or top of their primary enclosure. Group housing of compatible animals is allowed if the space prevents crowding and allows for easy removal of animal waste, and the unhampered movement and comfort of each animal. Sick, diseased, and injured animals shall be kept isolated and taken to a veterinarian on the day of discovery for veterinary care or euthanasia.

- (c) All pet shops and stores selling animals, birds, reptiles and fish shall:
- (1) Take care to house animals in a sanitary manner;
 - (2) Provide appropriate medical services, care, and housing according to individual species' needs;
 - (3) Immunize all cats and dogs offered for sale, trade or other compensation or for free giveaway (except an animal taken to the department) against common disease in accordance with standard veterinary practices; in the case of dogs, against canine distemper, adenovirus para influenza, parvovirus, corona virus, and leptospirosis, and in the case of cats, against feline rhinotracheitis, and panleukopenia; and
 - (4) Not offer any puppy or kitten under the age of eight weeks for sale, trade or other compensation or for free giveaway (except a puppy or kitten, or litter or litters taken to the department, or any tax-exempt nonprofit organization founded for the purpose of providing humane sanctuary or shelter for abandoned or unwanted animals, or any recognized rescue organization which is currently registered with the department).
- (d) Animal enclosures shall be cleaned of debris and fecal matter at least once every 24 hours. Sanitizing of dog and cat enclosures shall be done once every day by washing the surfaces with water and either soap or detergent, or by the use of a pressure water system or steam cleaner all of which shall be followed by the application of a safe and effective disinfectant. The exercise and run areas having pea gravel or other nonpermanent surface materials shall be thoroughly cleaned at least every 24 hours and more frequently if necessary, by removal of soiled materials and application of suitable disinfectants followed by the replacement of clean surface materials when necessary.
- (e) It shall be unlawful for a pet shop owner, operator, manager, or employee to sell, trade, transfer, barter, give away, maintain, or act as a dealer or agent between a buyer and seller of any prohibited animal as defined by this chapter.
- (f) All cats and dogs taken into a pet shop facility for resale shall be checked no later than 72 hours from the date the dog or cat is taken into the pet shop for internal and external parasites, unless documentation is provided indicating the animal has had a veterinary exam within the past 30 days and is free of internal and external parasites. Any animal exhibiting any signs of parasites shall be promptly treated, and medical records maintained for each animal. Any animal exhibiting signs of any infectious or contagious disease including, but not limited to canine distemper, adeno-virus parainfluenza, parvovirus, corona virus, and leptospirosis, and in the case of cats, feline rhinotracheitis, and panleukopenia, will be immediately isolated and given adequate veterinary care. Complete records of veterinary care will be kept and delivered to the purchaser upon the sale of the animals. The department of health or animal care services may restrict the sale of any animal(s) suspected of being diseased or otherwise unfit for sale and may require that said animal(s) be examined within 24 hours by a licensed veterinarian. The permit holder shall reimburse the enforcing agency's veterinary fees if the veterinarian concludes that the animal is unfit for sale at the time of the examination.
- (g) The pet shop permit holder shall furnish a purchaser a written statement at the time of sale which shall include:
- (1) Date of sale;
 - (2) Name, address and telephone number of purchaser and permit holder;
 - (3) Permit number of permit holder;

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- (4) Breed, description, approximate age and sex of dog, cat or other animal sold (small mammals, parrot-type birds, and fish not included);
- (5) Medication and prophylactic immunization and dates administered;
- (6) Internal parasite medication(s) and date(s) administered;
- (7) A guarantee of good health for a period of not less than two weeks with recommendation to have the animal examined by a licensed veterinarian. The permit holder shall retain a copy of the written statement for 12 months from date of sale. All purchasers of dogs, cats and ferrets shall also be furnished with information as to the requirements of ownership of these animals within the city including requirements for rabies vaccination, litter permits, and microchipping.
- (h) Records shall be maintained in good auditable condition and surrendered to the department upon request and without reservation or purpose of evasion. Failure to produce such records upon demand by the department shall be cause for the revocation of an existing license and the refusal to issue a new license for a period of up to two years.
- (i) A pet shop shall not sell, lease, offer for sale, trade, barter, auction, transfer, or otherwise dispose of any dog or cat unless the dog or cat was obtained from:
 - (1) A municipal animal shelter;
 - (2) A county animal shelter;
 - (3) An animal control agency;
 - (4) A nonprofit animal rescue organization recognized under Section 501(c)(3) of the Internal Revenue Code and licensed or registered as required by law; or
 - (5) Another organization approved by the Department that operates for the purpose of animal rescue and adoption.
 Pet shops shall maintain records documenting the source of every dog or cat offered for transfer and shall make such records available upon request by the Department.
- (j) It shall be unlawful for a pet shop owner, operator, manager, employee, or agent to knowingly violate the requirements of this section. Each animal transferred in violation of this section shall constitute a separate offense.
- (k) Existing Pet shops will have six months to comply with this ordinance from the time of passage.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.028 Grooming shop license

- (a) No person shall operate any grooming shop, as defined in this chapter, without first obtaining a license from the department who shall take into consideration the type of building construction, the regulatory compliance history of the permittee as it relates to sanitation, health, welfare of the animals, and related zoning requirements. The department shall inspect and evaluate the qualifications of applicants.
 - (1) Applications for an original or renewal grooming shop license shall be submitted to the department and shall be approved or denied by the department. The department shall investigate the applicant's qualifications for a license. A conviction for the violation of any provision of this chapter may constitute cause for denial or revocation.
 - (2) Failure to apply for a license prior to the opening of such a commercial animal facility, or within 30 days after the renewal date, shall constitute a misdemeanor offense.
 - (3) Each grooming shop license shall be valid for one year.

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- (b) A permit holder has the right to request that any dog or cat accepted for grooming be vaccinated against common diseases, and require proof of such vaccinations be furnished to the shop operator.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.029 Fastening animals

- (a) No animal shall be hitched, tied or fastened by any tying device (to include a pulley system) and must wear a properly fitted collar or harness made of leather or nylon, not of the choker type. The collar or harness must have been specifically designed to be used for the animal being tethered. The tying device (to include pulley systems) shall be attached to the animal's collar or harness and shall be at least ten feet in length and must have a swivel device on the anchor and collar end to prevent tangling. The tying device (to include a pulley system) must provide at least 150 square feet of unobstructed space.
- (b) An owner may not tether an unattended animal outside by use of a restraint that is composed primarily of a chain, has weights attached or is not attached to a properly fitted collar or harness.
- (c) No person shall tether their dog using a collar exceeding one and one-half inches wide for any dog weighing less than 60 pounds. Dogs weighing 60 pounds or more shall not be tethered using a collar exceeding two inches in width. The collar must be adjusted to provide at least the circumference of the animal's neck plus one inch.
- (d) An animal that is tethered must have access to adequate shelter, clean water, dry ground and shade from direct sunlight at all times.
- (e) A person shall not tether an animal with a tying device that weighs more than one-tenth of the animal's body weight.
- (f) No person shall tether a puppy, sick or injured animal or a female dog while the dog is in estrus.
- (g) In accordance with the Texas Health and Safety Code, an owner may not leave a dog outside and unattended by use of a restraint that unreasonably limits the dog's movement in the case of extreme weather conditions, including conditions in which the actual or effective outdoor temperature is below 32 degrees Fahrenheit; a heat advisory has been issued by a local or state authority or jurisdiction; or a hurricane, tropical storm, or tornado warning has been issued for the jurisdiction by the National Weather Service.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.01.030 Stray, run at-large, and abandoned dogs

- (a) Stray, run at-large, and abandoned dog(s) may be captured for a temporary period of time by a member of the public. The capturer becomes the *temporary owner* for the purposes of and as defined in this chapter. The temporary owner assumes all risk of liability associated with the temporary capture of a stray, run at-large, or abandoned dog(s), whether the dog(s) be found on public or private property.
- (b) The temporary owner must adhere to the standard of care, outlined in section 2.01.022 for stray, run at-large, and abandoned dog(s) captured.
- (c) The temporary owner shall inform the animal control officer they have assumed temporary care of a stray, run at-large, or abandoned dog within 48 hours of assuming care of the stray, run at-large, or abandoned dog. The temporary owner shall make a report to animal control by calling the Bexar County non-emergency number, where a log of the call will be recorded and forwarded to the animal control officer on-duty.
- (d) The animal control officer or his/her designee shall make contact with the temporary owner, whether in-person or over the phone, within 24 hours of the report being made with Bexar County. During the initial

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contact, the animal control officer shall inquire as to the voluntary willingness of the temporary owner to extend temporary care of the stray, run at-large, or abandoned dog(s).

- (e) If the temporary owner is not willing to voluntarily extend the temporary care of stray, run at-large, or abandoned dog(s), the animal control officer shall immediately make arrangements to take custody of the dog(s). The animal control officer shall assume custody of the dog(s) within 24 hours of the initial contact.
- (f) If the temporary owner is willing to voluntarily extend the temporary care of the stray, run at-large, or abandoned dog, the animal control officer shall make physical contact with the temporary owner and captured dog(s) within 24 hours. During this contact, the animal control officer shall take photos of the stray, run at-large, or abandoned dog(s), scan for a microchip, and/or document any other pertinent findings that might help in locating the owner. In addition to the temporary owner's attempts to locate the owner of the dog, the animal control officer shall post photos of the dog(s) on social media applications and other media platforms to help locate the owner.
- (g) If the temporary owner is willing to voluntarily extend the temporary care of the stray, run at-large, or abandoned dog(s), however later determines that they no longer wish to be the temporary owner, they shall immediately call the Bexar County non-emergency number and make a report to be forwarded to the animal control officer. The animal control officer or his/her designee shall take custody of the stray, run at-large, or abandoned dog(s) within 24-hours of this report with Bexar County.
- (h) If the owner cannot be located within 15 days of the temporary owner capturing the stray, run at-large, or abandoned dog(s), the temporary owner shall determine if they would like to become the permanent owner of the stray, run at-large, or abandoned dog(s). The temporary owner shall inform the animal control officer of this decision. If the temporary owner does not want to become the owner of the stray, run at-large, or abandoned dog(s), the animal control officer shall immediately take custody of the dog.
- (i) The non-emergency number for Bexar County shall be permanently posted on the desktop and mobile versions of the city's website as well as the city's policy regarding stray, abandoned, and run at-large dogs.
- (j) Nothing in this chapter precludes the temporary owner from transferring a stray, run at-large, or abandoned dog(s) they have captured to an animal rescue organization, animal shelter, or other non-profit organization. The temporary owner is encouraged to notify the animal control officer of this disposition.
- (k) Nothing in this chapter authorizes a person to enter private property without the prior consent of the property owner.

(Ord. No. 2021-64, § 1, 12-7-2021)

Editor's note(s)—Ord. No. 2021-64, adopted December 7, 2021, amended the Code by renumbering former § 2.01.030 as a new § 2.01.031 and adding a new § 2.01.030.

Sec. 2.01.031 Unlawful acts; criminal penalties; civil remedies

- (a) Unless otherwise specifically provided for in this chapter, if it is found that a person intentionally, knowingly or recklessly violated any provision of this chapter, then upon conviction a person shall be fined an amount in accordance with section 1.01.009 of this code.
- (b) Nothing in this section shall limit any and all other criminal, civil or administrative remedies available to the city in seeking to enforce the provisions of this chapter. Each day's violation thereof shall constitute a separate offense.
- (c) Where it is deemed necessary by the city manager and the director, the city attorney's office is hereby empowered to secure injunctive relief to enforce the provisions of this chapter. This shall be in addition to, and not in lieu of, the criminal penalties provided for in this chapter.

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(Ordinance 2019-59, sec. 1, adopted 11-19-19; Ord. No. 2021-64, § 1, 12-7-2021)

Note(s)—Former § 2.01.030. See editor's note, § 2.01.030.

ARTICLE 2.02 IMPOUNDMENT²

Sec. 2.02.001 Authorized; holding period

- (a) At his option, the animal control officer or a police officer may, in lieu of or in addition to issuing a citation, gather up or cause to be gathered up all animals found running at-large within the city limits and impound the same.
- (b) Cats running at-large, whether owned or unowned, and dogs running at-large or not under constant control of, or by, the owner by means of a leash strong and sufficient enough to control its actions, whether or not outside the boundaries of the real property of the owner, may be impounded by the city animal control officer or a police officer, and may be impounded for not over 72 hours in the temporary holding cages of the city, or may be taken directly to the animal shelter or the city veterinarian.
- (c) Impounded dogs or cats may be released to their owners, if identified and redeemed, only if the owner presents a receipt for city charges accrued by the animal control facility. Tagged animals will be kept impounded for a total of five days and untagged animals will be kept impounded for a total of three days. After the impoundment expires, unregistered or unredeemed dogs or cats may be euthanized, adopted out to a qualified person, or sold to anyone for use as a pet. Whoever adopts the dog or cat must have the animal vaccinated for rabies and purchase a city animal license at the time of purchase.
- (d) Animal care officers or other law enforcement officers shall have the power to impound animals which create an animal nuisance for the purpose of abating the nuisance as follows:
 - (1) On public property, in all cases;
 - (2) On private property, if:
 - (A) The consent of the resident or property owner is obtained;
 - (B) The officer reasonably believes there is immediate and imminent danger or peril to the public if the animal in question is not impounded; or
 - (C) Authorized by appropriate courts of law.
- (e) The department may order the seizure and impoundment of any abandoned animal as defined in this chapter. A trap, neuter and return (TNR) program that has been registered with the department shall not constitute a violation of this section.
- (f) Animal care officers or other law enforcement officers authorized to abate a nuisance, shall, prior to impounding an animal, leave notice at the residence of the premises where the unrestrained animal was found stating the kind and type of animal seized, the place where the animal is to be impounded, the hours when it may be reclaimed by the owner and the length of time it is to be held; provided the animal care officers or other law enforcement officers shall:

²State law reference(s)—Restraint, impoundment and disposition of dogs and cats, V.T.C.A., Health and Safety Code, § 826.033; impoundment of estrays, V.T.C.A., Agriculture Code, § 142.009.

- (1) Release the animal to the owner, if the animal was found unrestrained on the owner's premises and the owner agrees to restrain the animal in the future; or
- (2) Release the animal to the owner if the animal was found unrestrained outside the owner's premises, but the owner readily presents himself and agrees to restrain the animal in the future.

(1972 Code, sec. 4.303; 2008 Code, sec. 2.02.001; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.02.002 Release of impounded animal to owner; fees

- (a) Owners of impounded dogs or cats will contact the city to obtain a receipt for presentation to the animal control facility before their animal can be released from impoundment. The animal control officer shall mark the receipts to indicate that all requirements of this chapter have been met, including but not restricted to the following:
 - (1) Citing the owner for any violation of this chapter, at the discretion of the animal control officer or police department;
 - (2) Payment to the city for keeping the animal and notifying the owner;
 - (3) Proof of vaccination and registration as prescribed in this chapter;
 - (4) A total receipt will be furnished to the owner listing the items of services, as applicable to the owner.
- (b) Vaccination for rabies and other treatment by the city veterinarian will be charged for at the current mutually agreeable rate set by agreement between the city and the city veterinarian. All impoundment fees are to be paid directly to the city. An authorized city employee will ascertain total charges in each instance for administrative fees.
- (c) The animal impound facility will send the city an itemized statement each month for services and supplies expended on impounded animals. The statement will be reconciled with the monthly report of animal control activities and registration fees.

(1972 Code, sec. 4.306; 2008 Code, sec. 2.02.002; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.02.003 Notice to owner; payment of fees

- (a) If the owner of an impounded animal can be identified, the animal control officer shall immediately, upon impoundment, attempt to notify the owner at the address listed on the most recent city animal license application, or the address as determined by a scanned registered microchip. If the dog or cat owner is unknown, or if the owner cannot be contacted, the animal control officer shall keep a written list of all impounded animals, describing the dog or cat so impounded, and the location at which such animal was impounded. Animals shall remain on this list until such time as the redemption period is past for unclaimed animals.
- (b) The owner may reclaim such dog or cat upon payment of fees as listed in section 2.02.002 and the fee schedule in appendix A of this Code as amended or revised by ordinance from time-to-time. The owner is responsible for all impoundment fees, whether or not the animal is reclaimed. Notice of failure to pay shall be given to the owner by certified mail or by posting notice on the owner's last known address. Failure by the owner to pay all fees due to the city will result in civil or criminal actions against the owner.
- (c) The owner of an animal impounded by the department must pay the costs of care of the animal while it is in the custody of the department prior to the release of the animal to the owner. Reasonable expenses for this care include, but are not limited to the cost of housing, feeding, emergency veterinary medical care, immunizations and routine veterinary medical care of the animal.

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- (d) Any owner reclaiming an impounded animal shall, before the animal will be released to him, pay impoundment and boarding fees. The director is authorized to reduce or waive impoundment and/or boarding fees.
- (e) No animal shall be released from the animal care services facility without the owner presenting proof that the animal has had a rabies vaccination in compliance with the requirements of state law. An owner of any dog or cat who cannot provide proof of said rabies vaccination shall be subject to a fee for rabies vaccination of each dog or cat. An owner of any domestic ferret who cannot provide proof of said rabies vaccination shall be subject to a fee for rabies vaccination of each domestic ferret.

(1972 Code, sec. 4.307; 2008 Code, sec. 2.02.003; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.02.004 Unclaimed animals

- (a) Impounded animals with tags or registration shall be kept for a minimum of five days, excluding the day the animal is impounded and any days the animal control services facility is not opened, and thereafter may be adopted, rescued, fostered, or humanely euthanized at the discretion of the department. Notwithstanding the above, animals that are untagged, unregistered, and have no microchip may be adopted, rescued or fostered after being held for three days excluding the day the animal is impounded and any days the animal care services facility is not opened.
- (b) Animals may be adopted, rescued, fostered, sold, or humanely euthanized prior to the time periods referenced above in the following circumstances:
 - (1) The owner of the animal releases ownership of the animal to the city.
 - (2) If a licensed veterinarian or designee determines an impounded animal is suffering from disease or injury such that the animal is in pain or is beyond reasonable medical help, the animal may be euthanized immediately.
 - (3) Due to their immature immune system, any abandoned animal under four months of age shall become the property of the city upon delivery to the animal control services facility, for disposition at the discretion of the department.
- (c) The department may sell unclaimed livestock found running free of restraint by public auction to the highest bidder for cash after notice of the auction is posted on a public bulletin board where other public notices are posted for the city.

(1972 Code, sec. 4.308; 2008 Code, sec. 2.02.004; Ordinance 2019-59, sec. 1, adopted 11-19-19)

ARTICLE 2.03 RABIES CONTROL³

Sec. 2.03.001 Required vaccination

An owner of a dog, cat or domestic ferret must have the animal vaccinated against rabies in a manner that satisfies the requirements of state law.

³State law reference(s)—Authority of municipalities to establish rabies control programs, V.T.C.A., Health and Safety Code, § 826.015.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.03.002 Reporting, bites, scratches; zoonotic diseases

- (a) A veterinarian or person having knowledge of an animal bite or scratch to an individual that the person could reasonably foresee as capable of transmitting zoonotic disease (rabies), or of an animal that the person suspects is rabid, shall report the incident or animal to the animal control officer within three days. The report shall include the name and address of any victim and the owner of the animal, if known, and any other data which may aid in the locating of the victim or the animal. The owner of an animal that is reported to be rabid or to have exposed an individual to zoonotic disease shall submit the animal for quarantine with the city veterinarian. The animal control officer shall investigate all reports filed under this section.
- (b) The owner of such diseased or biting or scratching animal who learns of such incident shall immediately give their name and address together with the animal's registered microchip information and date of last rabies vaccination to the person bitten or injured or to a parent or guardian of such person who is under the age of 18 years. The owner shall notify the director within 24 hours of his name; the animal's registered microchip information; the name of the injured person; and other information requested by the director related to the animal and injured party.
- (c) If the animal control officer is present, the owner/keeper shall immediately surrender the animal. If an animal control officer is not present and the owner/keeper does not surrender the animal within 24 hours of the incident occurring, the director or any appointed animal control officer shall seize and impound any animal for rabies observation upon the sworn affidavit of any person with knowledge that the animal has bitten a person. An administrative search warrant shall be obtained from any municipal court judge or other magistrate to enter onto private property to search for the biting animal if permission to enter is not given.

(1972 Code, sec. 4.309; 2008 Code, sec. 2.03.001; Ordinance 2019-59, sec. 1, adopted 11-19-19)

State law reference(s)—Reports of rabies, V.T.C.A., Health and Safety Code, § 826.041.

Sec. 2.03.003 Quarantine of suspected zoonotic (rabid) animals

- (a) The animal control officer shall quarantine for at least ten days any domestic dog, cat, or domestic ferret that he has probable cause to believe is rabid or has exposed an individual to rabies. The owner may quarantine at their veterinarian or at their residence with the approval of the local health authority for the purposes of animal control.
- (b) If it is determined by a veterinarian that a quarantined animal shows the clinical signs of the disease rabies, the veterinarian shall humanely destroy the animal. If an animal dies or is destroyed while in quarantine, the veterinarian shall remove the head or brain of the animal and submit it to the nearest department of state health services laboratory for testing.
- (c) If the authorized veterinarian determines that a quarantined animal does not show the clinical signs of rabies, he shall release it to the owner following the quarantine period if:
 - (1) The owner has an unexpired rabies vaccination certificate for the animal; or
 - (2) The animal is vaccinated against rabies by a licensed veterinarian at the owner's expense.
- (d) The owner of an animal that is quarantined shall pay to the city the reasonable costs of the quarantine and disposition of the animal as provided in section 2.02.002 of this chapter and the fee schedule in appendix A of this Code as amended or revised by ordinance from time-to-time. The animal control officer may sell and retain the proceeds or keep, grant or destroy any animal that the owner or custodian does not take possession of on or before the third day following the final day of the quarantine.

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- (e) The owner of any animal that has bitten or scratched any person shall be allowed to assume personal responsibility for confining the animal for the observation period of ten days, only under the following circumstances:
- (1) Secure facilities must be available at the home of the animal's owner, and must be approved by the director of the city's police department animal control office or designee;
 - (2) The animal was currently vaccinated against rabies when the exposure incident occurred;
 - (3) The animal was not in violation of any laws or ordinances at the time of the bite; and
 - (4) The director of the city's police department animal control office or designee, city veterinarian or a licensed veterinarian must observe the animal at least on the first and last days of the quarantine period. If the animal becomes ill during the observation period, the director of the city's police department animal control office or designee must be notified by the person having possession of the animal. At the end of the observation period, the release from quarantine must be accomplished in writing by the veterinarian who will attest to the health of the animal.
- (f) If an animal is believed to have rabies or has been bitten by an animal suspected of having rabies, such animal shall be quarantined for observation by a veterinarian for the appropriate period as required by state law.
- (g) Violation of the observation confinement of the biting animal as provided in subsection (e) shall be just cause for seizure and confinement of the animal in the facilities of the city.
- (h) No animal shall be released from the observation period provided for in this article unless a licensed veterinarian certifies in writing to the director of the city's police department animal control office or designee that such animal is not showing symptoms of rabies. Exemption from placing such animal in the city facility or in a veterinary hospital shall not exempt such owner from securing a proper release, as provided above.
- (i) Where an animal has been bitten by another animal, and the biting animal described in this section is determined not to have rabies, then both animals will be released from observation. If the biting animal is determined to be rabid, and the animal victim is possessed of a current vaccination certificate, then the owner of the animal victim will have the option of immediately having the animal victim humanely euthanized, or, in the alternative, revaccinated and quarantined for a period of 90 days. However, if the animal victim is not possessed of a current vaccination certificate, then the owner of said animal victim will have the option of immediately having said animal victim humanely euthanized, or, in the alternative, vaccinated and quarantined for a period of 180 days. Both quarantined periods shall be at the expense of the owner of the animal.
- (j) All wild animals involved in exposure incidents including biting, scratching or any other direct exposure by physical contact will be humanely euthanized in such a manner that the brain is not mutilated. The brain shall be submitted to a Texas Department of State Health Services certified laboratory for rabies diagnosis.
- (k) Any dog or cat that bites a person or domestic animal without provocation or a dog that bites a person or domestic animal while the dog was found free of restraint shall be required to be sterilized within 30 days following the quarantine period. For pets impounded at the animal veterinary services facility, the director may require the sterilization surgery to be completed by the department at the owner's expense prior to its release back to the owner.

(1972 Code, sec. 4.310; Ordinance adopting 2008 Code; 2008 Code, sec. 2.03.002; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

State law reference(s)—Quarantine of animals, V.T.C.A., Health and Safety Code, § 826.042; release or disposition of quarantined animal, V.T.C.A., Health and Safety Code, § 826.043.

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Sec. 2.03.004 Area rabies quarantine

- (a) If rabies is known to exist within an area, the city council may declare an area rabies quarantine.
- (b) Upon the declaration that a quarantine exists, the city council shall:
 - (1) Define the borders of the area quarantined; and
 - (2) Adopt permanent or emergency rules in accordance with the applicable provisions of the Administrative Procedure Act, as amended (V.T.C.A., Government Code, ch. 2001).
- (c) The area quarantine shall remain in effect for 180 days following the last case of rabies diagnosed in a dog or cat, or other animal species responsible for declaration of the area quarantine, unless removed prior to that date by declaration of the city council.
- (d) Every person owning or keeping a dog or cat shall confine it securely on his premises during the quarantine period, unless such dog or cat has a muzzle of sufficient strength to prevent its biting any person. An unmuzzled dog or cat running at-large during the quarantine shall be seized and impounded unless noticeably infected with rabies. All dogs or cats noticeably infected with rabies or displaying vicious propensities may be euthanized by the animal control officer or any police officer, without notice to the owner. Dogs or cats not infected with rabies but impounded during the period of such quarantine shall, if reclaimed within three days, be released to the owner, upon payment of impounding charges provided in section 2.02.002. If unclaimed after that period, such dog or cat may be summarily destroyed.

(1972 Code, sec. 4.311; 2008 Code, sec. 2.03.003; Ordinance 2019-59, sec. 1, adopted 11-19-19)

State law reference(s)—Area rabies quarantine, V.T.C.A., Health and Safety Code, § 826.045.

ARTICLE 2.04 REGISTRATION OF DOGS AND CATS⁴**Sec. 2.04.001 Required; expiration**

- (a) No person may own, keep, harbor, or have custody or control of any dog or cat over four months of age within the city limits without having each dog and/or cat properly registered with the city.
 - (1) No person may own, keep, harbor, or have custody or control of any dog or cat over four months of age within the city limits without having said dog or cat implanted with a microchip that is to be registered with both the city and the issuing microchip company.
 - (2) No person may own, keep, harbor or have custody or control of a dog or cat over four months of age within the city, unless the dog or cat has been immunized against rabies in accordance with this chapter and state law.
 - a. A veterinarian who vaccinates a dog or cat as required by this chapter must furnish the owner or keeper of the dog or cat with a metal tag bearing a number corresponding to the number placed on the vaccination certificate, and with lettering showing immunization and the year thereof. This tag must be attached to the collar or harness of the dog or cat for which it was issued and must be worn at all times in a conspicuous place on the collar or harness.

⁴State law reference(s)—Registration of dogs and cats, V.T.C.A., Health and Safety Code, § 826.031 et seq.; confidentiality of certain information in dog or cat registry, V.T.C.A., Health and Safety Code, § 826.0311.

- b. If the agency does not provide a metal tag, the owner must, upon request, be able to provide rabies certification with appropriate information and vet signature as to verify the animal is currently vaccinated against rabies.

(3) A dog and/or cat must be registered with the city within 30 days after obtaining a dog and/or cat over four months of age.

(4) Registration is only valid for one year and must be renewed every year.

(1972 Code, sec. 4.312; Ordinance 03-004 adopted 4-1-03; 2008 Code, § 2.04.001; Ordinance 2019-59, § 1, adopted 11-19-19; Ord. No. 2025-33, § 1(Exh. A), 12-2-2025)

Sec. 2.04.002 Revocation

(a) The animal control officer or designate may revoke any dog or cat registration after a hearing for any one or more of the following reasons:

- (1) Impoundment of a dog by the city more than three times during a 12-month period;
- (2) More than three final convictions of a person for violating this chapter when such conviction relates to the dog/cat which is being considered for revocation of its registration;
- (3) Upon a determination that the dog or cat is a vicious animal, as defined by this chapter;
- (4) Refusal to admit the animal control officer or police officer onto the owner's premises for inspections or investigation of a complaint on premises wherein a violation is suspected;
- (5) Failure to restrain a female dog or cat in heat sufficiently to prevent contact with a male of the species, except where planned breeding is carried out;
- (6) Failure to exercise proper care and control of an animal in repeated instances of barking, chasing vehicles, attacking other animals or other nuisances;
- (7) Failure to keep premises sanitary and reasonably clean and free of excrement and free of any offensive odors due to animal keeping;
- (8) Cruelty to an animal, failure to provide proper veterinary care, failure to feed, water or properly shelter an animal, beating, tormenting, or otherwise abusing an animal; and/or
- (9) Intentionally abandoning an animal.

In addition to or in lieu of registration revocation, the above offenses shall constitute violations of this chapter.

(b) Upon revoking the registration of any animal, the animal control officer shall notify the owner of the animal of said action in writing. Written notification shall be deemed made when a certified letter, return receipt requested, addressed to the last known mailing address of the owner, is deposited in the United States mail.

(c) Upon the expiration of ten days after written notification of revocation is deposited in the United States mail as provided above, no person shall keep, maintain or harbor within the city limits any dog which has had its registration revoked.

(1972 Code, sec. 4.313; 2008 Code, sec. 2.04.002; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.04.003 Fees

The fee to register each animal shall be \$0.00.

(1972 Code, sec. 4.314; 2008 Code, sec. 2.04.003; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19; Ord. No. 2025-33, § 1(Exh. A), 12-2-2025)

Sec. 2.04.004 Microchip requirement

- (a) A microchip will serve as the city's pet license, indefinitely.
- (b) The owner of a dog or cat shall maintain current registration with both the microchip registration company and the city.
- (c) If there is a change in contact information for the owner of a dog or cat with a registered microchip, the owner shall update contact information, including new address or telephone number, with both the city as well as the microchip registration company, if applicable, within 30 days of the date of the change in contact information.
- (d) No person may use a microchip registration for any other animal than the one it has been issued to.
- (e) A dog or cat is exempt from this requirement if the dog or cat is deemed ineligible or determined to be medically unsuitable for a microchip by a licensed veterinarian, in writing. Proof of medical unsuitability for the microchip must be provided to the city within 30 days.

(Ord. No. 2025-33, § 1(Exh. A), 12-2-2025)

Sec. 2.04.005 Registration records

- (a) The city shall maintain a current record of the microchip numbers of dog and cat registrations, and the names and addresses of persons to whom the microchip is issued/updated.

(Ord. No. 2025-33, § 1(Exh. A), 12-2-2025)

ARTICLE 2.05 DANGEROUS DOGS⁵

Sec. 2.05.001 Definitions

The following definitions shall apply in the interpretation and enforcement of this article:

Dangerous dog. Shall be defined in accordance with V.T.C.A., Health and Safety Code, ch. 822, § 822.041, as referenced below and shall be determined and regulated in accordance with said chapter. Dangerous dogs shall include incidents such as:

- (1) Makes an unprovoked attack on a person or another dog that causes bodily injury and that occurs in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own; or
- (2) Commits unprovoked acts in a place other than an enclosure in which the dog was being kept and that was reasonably certain to prevent the dog from leaving the enclosure on its own, and those acts cause a person to reasonably believe that the dog will attack and cause bodily injury to that person.

Dog. A domesticated animal that is a member of the canine family.

⁵State law reference(s)—Dangerous dogs, V.T.C.A., Health and Safety Code, § 822.041 et seq.

Owner. A person who owns or has custody or control of the dog.

Secure enclosure. A fenced area that is:

- (1) Locked;
- (2) Capable of preventing the entry of the general public, including children;
- (3) Capable of preventing the escape or release of a dog;
- (4) Clearly marked as containing a dangerous dog; and
- (5) In conformance with the requirements for enclosures established by the city.

Unprovoked. With respect to an attack or attempt to attack by a dog, the dog was not hit, kicked, or struck by a person with any object or part of the attacked person's body nor was any part of the dog's body pulled, pinched, or squeezed or in any other manner provoked by the person attacked.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.05.001; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.05.002 Requirements for owner

- (a) An owner of a dog determined to be dangerous, must comply with all of the following ten requirements within 30-days of notice, or when impounded before the subject dog can be released to the owner by the department. The department must, however, release the dog to the owner if a state licensed veterinarian with a facility located within the city verifies, upon being contacted by a city veterinarian or department, that the owner has arranged for the required surgery of the dangerous dog to comply with this article, and if necessary, a city veterinarian has implanted the required registered microchip in the dog, has inspected the residence where the dog is to be kept, and is satisfied that the following requirements which could have already been complied with have been complied with by the owner:
 - (1) The dog must be registered with the department and shall annually obtain a dangerous dog permit;
 - (2) The dangerous dog shall at all times wear a collar approved by the department visible at 50 feet so that the dog can be identified as a dangerous dog. The department is authorized to charge the dog owner a fee to cover the cost of this collar;
 - (3) The dangerous dog must be kept in an enclosure as defined by this chapter;
 - (4) The owner must present to the department a certificate of public liability insurance in the amount of \$100,000.00 to cover any injuries caused by the dangerous dog. The insurance shall be kept in effect continuously and shall not be cancelled unless the dog is no longer kept by the insured owner;
 - (5) The dangerous dog, when taken outside the enclosure, must be securely muzzled in a manner that will not cause injury to the dog nor interfere with its vision or respiration, but shall prevent it from biting any person or animal; and the dangerous dog must be restrained by a sturdy leash six feet in length. The department is authorized to charge the dog owner a fee to cover the cost of this leash;
 - (6) The owner shall post a sign on his premises warning that there is a dangerous dog on the property. This sign shall be visible and capable of being read from the public street or highway;
 - (7) If the dog does not have a registered microchip, the owner, at their expense, shall obtain one or authorize the department to implant a registered microchip beneath the skin of the dangerous dog for positive identification of the animal;
 - (8) At the owner's expense, the dangerous dog must be spayed or neutered either by the department or, at the discretion of the department, by a veterinarian approved by the department prior to being released back to its owner;

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- (9) At the owner's expense, the owner must attend a class on responsible pet ownership conducted by an organization approved by the department within two months after the determination; and
- (10) The owner must allow an annual inspection of the residence where the dog is kept to ensure continued compliance with all requirements of this section. More frequent inspections may be conducted in response to specific complaints regarding noncompliance with this section.
- (b) If a person reports an incident described by section 2.05.001 in the definition of a "dangerous dog," the animal control officer may investigate the incident. If, after receiving the sworn statements of any witnesses, the animal control officer determines the dog is a dangerous dog, he or she shall notify the owner of that fact.
- (1) The complaint shall contain a description of the incident involving an alleged dangerous dog, as defined above, the date and location of the incident, the name of the owner of the dog, the address of the owner, and a description of the dog(s) involved in the incident. Said investigation may include discussing the incident with the owner/keeper of the dog. The owner/keeper of the dog shall have the right to provide an affidavit or statement concerning their dog.
- (2) After receiving a sworn affidavit of complaint and upon making a decision that seizure is a reasonable precaution to ensure the health and safety of people nearby, the director may order the immediate seizure and impound of the dog. An administrative search warrant shall be obtained from the municipal court magistrate to enter onto private property to search for a dog which is allegedly dangerous or has been previously determined to be dangerous, if permission to enter the subject premises is denied by a person in lawful possession. If the dog cannot be safely approached, a tranquilizer projector may be used by department personnel. The cost of securing said dog(s) shall be borne by the owner. If a dog is determined to be dangerous, it will remain in confinement as directed by the director. A dog that has been determined to be dangerous cannot be released back to the owner until the owner is able to demonstrate their ability to comply with all the requirements for dangerous dogs as listed above in (a).
- (3) An animal control officer may impound an alleged dangerous dog if the officer has cause to believe that a dog is dangerous as defined above.
- (c) The department shall determine whether a dog is dangerous. Within five working days after the dog is deemed dangerous, the department will notify the owner of the dog, of the dangerous dog determination and appeal rights by written notice. The notice shall include the reason for the allegation, and all requirements for owners of a dog determined to be dangerous.
- (d) An owner, not later than the fifteenth day after the date the owner is notified that a dog owned by the owner is a dangerous dog, may appeal the determination of the animal control officer to the municipal court. An owner may appeal the decision of the municipal court in the same manner as for other civil cases.
- (e) The owner of a dangerous dog who does not comply with subsection (a) shall deliver the dog to the animal control officer not later than the fifteenth day after the owner learns that the dog is a dangerous dog.
- (f) If, on the application of any person, a justice court, county court, or municipal court finds, after notice and hearing as provided herein, that the owner has failed to comply with subsection (a) or (e), the court shall order the animal control officer to seize the dog and shall issue a warrant authorizing the seizure. The animal control officer shall seize the dog or order its seizure and shall provide for the impoundment of the dog in secure and humane conditions.
- (g) The owner shall pay any cost or fee assessed by the city related to the seizure, acceptance, impoundment, or destruction of the dog.
- (h) The court shall order the animal control officer to humanely destroy the dog if the owner has not complied with subsection (a) before the sixteenth day after the date on which the dog is seized or delivered to the

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animal control officer. The court shall order the animal control officer to return the dog to the owner if the owner complies with subsection (a) before the fifteenth day after the date on which the dog is seized or delivered to the animal control officer.

- (i) The court may order the humane destruction of a dog if the owner of the dog has not been located before the fifteenth day after the seizure and impoundment of the dog.
- (j) For purposes of this article, a person learns that the person is an owner of a dangerous dog when:
 - (1) The owner knows of an attack described in section 2.05.001 in the definition of a "dangerous dog";
 - (2) The owner receives notice that a justice court, county court, or municipal court has found that the dog is a dangerous dog after a hearing on the matter; or
 - (3) The owner is informed by the animal control officer that the dog is a dangerous dog.
- (k) If the owner of a dog determined to be dangerous is unable or unwilling to comply with the ownership requirements listed above at any time, the dog must be euthanized by an animal shelter, animal care agency, licensed veterinarian or the department.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.05.002; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.05.003 Hearing to determine compliance with dangerous dog requirements

- (a) V.T.C.A., Health and Safety Code section 822.0423 provides that a municipal court may conduct a hearing to determine whether the owner of a dangerous dog has complied with the requirements for the owner of a dangerous dog.
- (b) Upon an application from any person, the municipal court shall conduct a hearing to determine compliance with dangerous dog requirements.
- (c) A municipal court judge shall conduct a hearing to determine whether the preponderance of the evidence supports the allegation that the owner has failed to comply with dangerous dog requirements.
- (d) The municipal court judge shall be the finder of fact.
- (e) At the conclusion of the hearing, if the municipal court judge finds that the owner has failed to comply with the dangerous dog requirements, the judge shall order the seizure of the dog in accordance with V.T.C.A., Health and Safety Code, § 822.042.
- (f) An owner or the person who filed the application for the hearing may appeal the decision of the municipal court in the manner provided for the appeal of cases from municipal court.
- (g) The municipal court judge may compel the attendance of the applicant, any known witnesses, the dog owner against whom the application was filed, and the director or their representative who investigated. Any interested party, including the city attorney or an assistant city attorney, may present evidence at the hearing.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.05.004 Appeal of dangerous dog determination

Appeal of a dangerous dog determination shall be in accordance with V.T.C.A., Health and Safety Code, § 822.0421.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

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Sec. 2.05.005 Notification of change of status; disposition of dangerous dog

The owner/keeper of a dangerous dog shall notify the department within 24 hours if their dangerous dog is loose, unconfined, has attacked another animal, has attacked a person, or has died. A dog determined to be dangerous under this chapter shall not be offered for adoption, rescue or sale or be given away.

(Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.05.006 Registration

- (a) Animal control shall annually register a dangerous dog if the owner:
 - (1) Presents proof of liability insurance or financial responsibility, as required by section 2.05.002(a)(4), proof of current rabies vaccination, and proof of sterilization of the dangerous dog; and has a secure enclosure in which the dangerous dog will be kept that is inspected and approved by the animal control officer; and
 - (2) Pays an annual registration fee as provided in appendix A of this Code as amended or revised by ordinance from time-to-time.
- (b) The animal control officer shall provide to the owner registering a dangerous dog a registration tag. The owner must place the tag on the dog's collar. The collar must be of a distinctive color and design that identifies the dog as a dangerous dog.
- (c) If an owner of a registered dangerous dog sells or moves the dog to a new address, the owner, not later than the fourteenth day after the date of the sale or move, shall notify the animal control officer for the area in which the new address is located. On presentation by the current owner of the dangerous dog's prior registration tag and payment of a fee as provided in appendix A of this Code, the animal control officer shall issue a new registration tag to be placed on the dangerous dog's collar if the new owner is a resident of the city.
- (d) An owner of a registered dangerous dog shall notify the animal control officer of any attacks the dangerous dog makes on any person or animal within 24 hours of the attack.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.05.003; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.05.007 Attack by dog

- (a) A person commits an offense if the person is the owner of a dangerous dog and the dog makes an unprovoked attack on another person outside the dog's enclosure and causes bodily injury to the other person.
- (b) An offense under this section is a class C misdemeanor.
- (c) If a person is found guilty of an offense under this section, the court may order the dangerous dog destroyed by:
 - (1) A licensed veterinarian;
 - (2) Personnel of a recognized animal shelter or humane society who are trained in the humane destruction of animals; or
 - (3) Personnel of a governmental agency responsible for animal control who are trained in the humane destruction of animals.

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(Ordinance adopting 2008 Code; 2008 Code, sec. 2.05.004; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.05.008 Violations

- (a) A person who owns or keeps custody or control of a dangerous dog commits an offense if the person fails to comply with section 2.05.002.
- (b) It shall be a violation of this chapter for an owner or keeper to intentionally, knowingly, or recklessly fail to prevent a dangerous dog, from killing or wounding, or assisting in the killing or wounding of any domestic animal belonging to or in the possession of another person, or for an owner or keeper to fail to prevent a dangerous dog from attacking, assaulting, biting or otherwise injuring any person or assisting in the attack, assault, biting, or other injury of any person whether out of or within the enclosure of the owner or keeper, and whether or not such dangerous dog was on a leash or securely muzzled or whether or not the dangerous dog escaped without the knowledge or consent of the owner or keeper. If a person is found guilty of an offense under this section, the court may order the dangerous dog destroyed as per this chapter.
- (c) It shall be a violation of this chapter for the owner or keeper of a dangerous dog to:
 - (1) Fail to comply with any of the requirements of section 2.05.002 of this Code;
 - (2) Fail to notify the department of a change of status as set out in section 2.05.005; or
 - (3) Fail to keep the dog confined at no cost to the city during the hearing process.
- (d) The provisions under this section shall not apply to any law enforcement agency where a dog is being used for law enforcement.
- (e) A rebuttable presumption shall exist that the owner or keeper knowingly allowed a dangerous dog to be kept in inadequate confinement in any criminal complaint filed under subsection (d).
- (f) An offense under this section is a misdemeanor, and any person who violates any provision of this article shall, upon conviction, be fined in accordance with section 1.01.009 of this Code.
- (g) An offense under this section is a class B misdemeanor if it is shown on the trial of the offense that the defendant has previously been convicted under this article.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.05.005; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.05.009 Defenses

- (a) It is a defense to prosecution under section 2.05.007 or section 2.05.008 that the person is a veterinarian, a peace officer, a person employed by a recognized animal shelter, or a person employed by the state or a political subdivision of the state to deal with stray animals and has temporary ownership, custody, or control of the dog in connection with that position.
- (b) It is a defense to prosecution under section 2.05.007 or section 2.05.008 that the person is an employee of the institutional division of the state department of criminal justice or a law enforcement agency and trains or uses dogs for law enforcement or corrections purposes.
- (c) It is a defense to prosecution under section 2.05.007 or section 2.05.008 that the person is a dog trainer or an employee of a guard dog company under chapter 1702, Texas Occupations Code.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.05.006; Ordinance 2019-59, sec. 1, adopted 11-19-19)

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Chapter 2 - ANIMAL CONTROL
ARTICLE 2.06 DANGEROUS WILD ANIMALS

ARTICLE 2.06 DANGEROUS WILD ANIMALS⁶

DIVISION 1. GENERALLY

Sec. 2.06.001 Definitions

In this article, the following words, terms and phrases shall have the meanings given in this section:

Animal registration agency. The municipal or county animal control office with authority over the area where a dangerous wild animal is kept.

Board. The state board of health.

Commercial activity.

- (1) An activity involving a dangerous wild animal conducted for profit that is not inherent to the animal's nature;
- (2) An activity for which a fee is charged and that is entertainment using or an exhibition of the animal; or
- (3) The selling, trading, bartering, or auctioning of a dangerous wild animal or a dangerous wild animal's body parts.

Dangerous wild animal. A dangerous wild animal includes: a lion, tiger, ocelot, cougar, leopard, cheetah, jaguar, bobcat, lynx, serval, caracal, hyena, bear, coyote, wolf, jackal, baboon, chimpanzee, orangutan, gorilla, or and hybrid of an animal listed in this definition.

Owner. Any person who owns, harbors, or has custody or control of a dangerous wild animal.

Person. An individual, partnership, corporation, trust, estate, joint stock company, foundation, or association of individuals.

Primary enclosure. Any structure used to immediately restrict an animal to a limited amount of space, including a cage, pen, run, room, compartment, foundation, or hutch.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.001; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.002 Applicability

This article does not apply to:

- (1) A research facility, as that term is defined by section 2(e), Animal Welfare Act (7 U.S.C. section 2132), and its subsequent amendments, that is licensed by the Secretary of Agriculture of the United States under that act;
- (2) An organization that is an accredited member of the American Zoo and Aquarium Association;
- (3) An injured, infirm, orphaned, or abandoned dangerous wild animal while being transported for care or treatment;

⁶State law reference(s)—Dangerous wild animals, V.T.C.A., Health and Safety Code, sec. 822.101 et seq.

- (4) An injured, infirm, orphaned, or abandoned dangerous wild animal while being rehabilitated, treated, or cared for by a licensed veterinarian, an incorporated humane society or animal shelter, or a person who holds a rehabilitation permit issued under subchapter C, chapter 42 [43], Parks and Wildlife Code;
- (5) A dangerous wild animal owned by and in the custody and control of a transient circus company that is not based in this state if:
 - (A) The animal is used as an integral part of the circus performances; and
 - (B) The animal is kept within this state only during the time the circus is performing in this state or a period not to exceed 30 days while the circus is performing outside the United States;
- (6) A dangerous wild animal while in the temporary custody or control of a television or motion picture production company during the filming of a television or motion picture production in this state;
- (7) A dangerous wild animal owned by and in the possession, custody, or control of a college or university solely as a mascot for the college or university;
- (8) A dangerous wild animal while being transported in interstate commerce through the state in compliance with the Animal Welfare Act (7 U.S.C. section 2131 et seq.) and its subsequent amendments and the regulations adopted under that act;
- (9) A nonhuman primate owned by and in the control and custody of a person whose only business is supplying nonhuman primates directly and exclusively to biomedical research facilities and who holds a class A or class B dealer's license issued by the Secretary of Agriculture of the United States under the Animal Welfare Act (7 U.S.C. section 2131 et seq.) and its subsequent amendments; and
- (10) A dangerous wild animal that is:
 - (A) Owned by or in the possession, control, or custody of a person who is a participant in a species survival plan of the American Zoo and Aquarium Association for that species; and
 - (B) An integral part of that species' survival plan.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.002; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.003 Offenses

- (a) A person commits an offense if the person violates section 2.06.007(a) or (b), section 2.06.031(a) or section 2.06.034. Each animal with respect to which there is a violation and each day that a violation continues is a separate offense.
- (b) A person commits an offense if the person knowingly sells or otherwise transfers ownership of a dangerous wild animal to a person who does not have a certificate of registration for that animal as required by this article.
- (c) Unless otherwise specifically provided for in this chapter, if it is found that a person intentionally, knowingly or recklessly violated any provision of this chapter, then upon conviction a person shall be fined an amount in accordance with section 1.01.009 of this Code.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.003; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.004 Liability insurance

An owner of a dangerous wild animal shall maintain liability insurance coverage in an amount of not less than \$100,000.00 for each occurrence for liability for damages for destruction of or damage to property and death or bodily injury to a person caused by the dangerous animal.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.004; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.005 Inspections

An owner of a dangerous wild animal, at all reasonable times, shall allow the animal registration agency, its staff, its agents, or a designated licensed veterinarian to enter the premises where the animal is kept and to inspect the animal, the primary enclosure for the animal, and the owner's records relating to the animal to ensure compliance with this article.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.005; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.006 Relocation or disposition of animal

- (a) An owner of a dangerous wild animal may not permanently relocate the animal unless the owner first notifies the animal registration agency in writing of the exact location to which the animal will be relocated and provides the animal registration agency, with respect to the new location, the information required by section 2.06.032.
- (b) Within ten days after the death, sale, or other disposition of the animal, the owner of the animal shall notify the animal registration agency in writing of the death, sale, or other disposition.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.006; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.007 Attack by animal; escape of animal; liability

- (a) An owner of a dangerous wild animal shall notify the animal registration agency of any attack of a human by the animal within 48 hours of the attack.
- (b) An owner of a dangerous wild animal shall immediately notify the animal registration agency and the local law enforcement agency of any escape of the animal.
- (c) An owner of a dangerous wild animal that escapes are liable for all costs incurred in apprehending and confining the animal.
- (d) An animal registration agency, a law enforcement agency, or an employee of an animal registration agency or law enforcement agency is not liable to an owner of a dangerous wild animal for damages arising in connection with the escape of a dangerous wild animal, including liability for damage, injury, or death caused by the animal during or after the animal's escape, or the injury to or death of the animal as a result of apprehension or confinement of the animal after escape.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.007; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.008 Powers and duties of board; caging requirements and standards

- (a) The board by rule shall establish caging requirements and standards for the keeping and confinement of a dangerous wild animal to ensure that the animal is kept in a manner and confined in a primary enclosure that:
 - (1) Protects and enhances the public's health and safety;
 - (2) Prevents escape by the animal; and
 - (3) Provides a safe, healthy, and humane environment for the animal.
- (b) An owner of a dangerous wild animal shall keep and confine the animal in accordance with the caging requirements and standards established by the board.
- (c) An animal registration agency may approve a deviation from the caging requirements and standards established by the board, only if:
 - (1) The animal registration agency has good cause for the deviation; and
 - (2) The deviation:
 - (A) Does not compromise the public's health and safety;
 - (B) Does not reduce the total area of the primary enclosure below that which is established by the board; and
 - (C) Does not otherwise adversely affect the overall welfare of the animal involved.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.008; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.009 Care, treatment and transportation

- (a) For each dangerous wild animal, the owner shall comply with all applicable standards of the Animal Welfare Act (7 U.S.C. section 2131 et seq.) and its subsequent amendments and the regulations adopted under that act relating to:
 - (1) Facilities and operations;
 - (2) Animal health and husbandry; and
 - (3) Veterinary care.
- (b) An owner of a dangerous wild animal shall maintain a separate written log for each dangerous wild animal documenting the animal's veterinary care and shall make the log available to the animal registration agency or its agent on request. The log must:
 - (1) Identify the animal treated;
 - (2) Provide the date of treatment;
 - (3) Describe the type or nature of treatment; or [and]
 - (4) Provide the name of the attending veterinarian, if applicable.
- (c) When transporting a dangerous wild animal, the owner of the animal, or a designated carrier or intermediate handler of the animal, shall comply with all transportation standards that apply to that animal under the Animal Welfare Act (7 U.S.C. section 2131 et seq.) and its subsequent amendments or the regulations adopted under that act.

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- (d) A person is exempt from the requirements of this section if the person is caring for, treating, or transporting the animal for which the person holds a class A or class B dealer's license or a class C exhibitor's license issued by the Secretary of Agriculture of the United States under the Animal Welfare Act (7 U.S.C. section 2131 et seq.) and its subsequent amendments.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.009; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Secs. 2.06.010—2.06.030 Reserved

DIVISION 2. CERTIFICATE OF REGISTRATION

Sec. 2.06.031 Required; fees

- (a) A person may not own, harbor, or have custody or control of a dangerous wild animal for any purpose unless the person holds a certificate of registration for that animal issued by an animal registration agency.
- (b) A certificate of registration issued under this article is not transferable and is valid for one year after its date of issuance or renewal unless revoked.
- (c) The animal registration agency may establish and charge reasonable fees for application, issuance, and renewal of a certificate of registration in order to recover the costs associated with the administration and enforcement of this article. A fee as set forth in the fee schedule in appendix A of this Code as amended or revised by ordinance from time-to-time will be charged to an applicant. The fees collected under this section may be used only to administer and enforce this article.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.031; Ordinance adopting 2017 Code; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.032 Application

- (a) An applicant for an original or renewal certificate of registration for a dangerous wild animal must file an application with an animal registration agency on a form provided by the animal registration agency.
- (b) The application must include:
 - (1) The name, address, and telephone number of the applicant;
 - (2) A complete identification of each animal, including species, sex, age, if known, and any distinguishing marks or coloration that would aid in the identification of the animal;
 - (3) The exact location where each animal is to be kept;
 - (4) A sworn statement that:
 - (A) All information in the application is complete and accurate; and
 - (B) The applicant has read this article and that all facilities used by the applicant to confine or enclose the animal comply with the requirements of this article; and
 - (5) Any other information the animal registration agency may require.
- (c) An applicant shall include with each application:
 - (1) The nonrefundable fee;

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- (2) Proof, in a form acceptable by the animal registration agency, that the applicant has liability insurance, as required by section 2.06.004;
 - (3) A color photograph of each animal being registered taken not earlier than the thirtieth day before the date the application is filed;
 - (4) A photograph and a statement of the dimensions of the primary enclosure in which each animal is to be kept and a scale diagram of the premises where each animal will be kept, including the location of any perimeter fencing and any residence on the premises; and
 - (5) If an applicant holds a class A or class B dealer's license or class C exhibitor's license issued by the Secretary of Agriculture of the United States under the Animal Welfare Act (7 U.S.C. section 2131 et seq.) and its subsequent amendments, a clear and legible photocopy of the license.
- (d) In addition to the items required under subsection (c), an application for renewal must include a statement signed by a veterinarian licensed to practice in this state stating that the veterinarian:
- (1) Inspected each animal being registered not earlier than the thirtieth day before the date of the filing of the renewal application; and
 - (2) Finds that the care and treatment of each animal by the owner meets or exceeds the standards prescribed under this article.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.032; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.033 Denial or revocation; appeals

- (a) If the animal registration agency finds that an application for an original or renewal certificate of registration under this article does not meet the requirements of section 2.06.032 or, after inspection, that an applicant has not complied with this article, the animal registration agency shall deny the applicant a certificate of registration and give the applicant written notice of the denial and the reasons for the denial.
- (b) If the animal registration agency finds, after inspection, that a registered owner provided false information in or in connection with the application or has not complied with this article, the animal registration agency shall revoke the certificate of registration and give the owner written notice of the revocation and the reasons for the revocation.
- (c) A person may appeal the denial of an original or renewal certificate of registration or the revocation of a certificate of registration to the municipal court not later than the fifteenth day after the date the certificate of registration is denied or revoked. Either party may appeal the decision of the municipal court to a county court or county court at law in the county in which the municipal court is located. The decision of the county court or county court at law may not be appealed.
- (d) The filing of an appeal of the denial or revocation of a certificate of registration under subsection (c) stays the denial or revocation until the court rules on the appeal.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.033; Ordinance 2019-59, sec. 1, adopted 11-19-19)

Sec. 2.06.034 Display; filing with department of state health services

- (a) A holder of a certificate of registration shall prominently display the certificate at the premises where each animal that is the subject of the certificate of registration is kept.
- (b) Not later than the 10th day after the date a person receives a certificate of registration, the person shall file a clear and legible copy of the certificate of registration with the department of state health services. The

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department shall establish a procedure for filing a certificate of registration and shall charge a reasonable fee in an amount sufficient to recover the cost associated with filing a certificate of registration under this subsection.

(Ordinance adopting 2008 Code; 2008 Code, sec. 2.06.034; Ordinance 2019-59, sec. 1, adopted 11-19-19)



Amending Chapter 2, Animal Control

Crystal Caldera, PhD
City Manager
City Council Meeting
August 4, 2026

Summary

- Question
 - Whether or not to amend the Animal Control ordinance
- Options
 - Approve the request
 - Approve a variation of the request
 - Deny
- Declaration
 - The City Council's Discretion

Purpose

- On June 6, 2026, the city council provided direction to the city manager to make the following changes to the Animal Control ordinance:
 1. Revising definitions applicable to prohibited animals and regulated facilities.
 2. Authorizing zoological parks, aquariums, educational animal exhibition facilities, veterinary facilities, and similar approved facilities to possess otherwise prohibited animals, provided all applicable federal, state, and local safety requirements are satisfied.
 3. Clarifying that such exemptions do not authorize private ownership of prohibited animals.
 4. Requiring pet shops offering dogs or cats for sale, transfer, or adoption to obtain such animals only from:
 - Municipal animal shelters;
 - County animal shelters;
 - Animal control agencies;
 - Qualified nonprofit animal rescue organizations; or
 - Other organizations approved by the Department.
 5. Requiring pet shops to maintain documentation establishing the source of each dog or cat and make such records available for inspection.
 6. Provide for a 6-month grace period.

Fiscal Impact

- N/A

Recommendation

- City Council's Discretion

MAYOR AND COUNCIL COMMUNICATION

DATE: August 4, 2026

TO: Mayor and City Council

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Discussion and Possible Action on an Ordinance Authorizing the City Manager to enter into an agreement with BB Inspection Services LLC for Building Reviews and Inspections Services

PURPOSE & BACKGROUND

The purpose of this item is to consider approval of an Ordinance awarding the highest qualified company and authorizing the City Manager to enter into a contract agreement with BB Inspections LLC for the purpose of providing building plan reviews and inspection services.

The Request for Proposal submitted by BB Inspections LLC was evaluated and determined to be the highest qualified proposal.

The Requests for Proposals package was developed and advertised for 14 days on the City's webpage. The package advertisement was placed in the Express News and The Helotes Echo on Saturday, July 27, 2026, and Friday, July 3, 2026.

The deadline to submit a physical and complete Request for Proposal was July 7, 2026, at 5pm. The submittals were evaluated by (3) City Staff Directors and scores were based on the following criteria:

Evaluation Criteria

- Qualifications and Relative Experience – 40 points
- Demonstrated Capability to Meet Scope of Work – 20 points
- Proposal Fees – 20 points
- Policies and Procedures Related to Quality Assurance – 20 points

The City received the following submittals:

Organization	Score
<u>BB Inspections LLC</u>	91
Bureau Veritas	74
Burgess Municipal Services	68
Willdan	62

After compiling the evaluation results from staff members; the City recommends awarding the contract agreement for Health and Sanitation Services to BB Inspections LLC.

FISCAL IMPACT

The fees for services proposed by BB Inspections LLC are:

Service	Fee
Residential Inspection	\$60/ Inspection
Commercial Inspection	\$60 / Inspection
Reinspects	\$60 / Inspection
Residential Plan Review	\$60 / Review
Commercial Plan Review	\$95 / Hour

****No change- City's current rate***

RECOMMENDATION

Staff recommends approval of the Ordinance.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC
City Secretary

ORDINANCE No. 2026-

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BB
INSPECTIONS LLC FOR BUILDING INSPECTION SERVICES**

WHEREAS, BB Inspections LLC agrees to provide Building Inspection services to the City;

WHEREAS, The City of Leon Valley is agreeing to a Five-Year Agreement with BB Inspections LLC; and

WHEREAS, said agreement is attached as Exhibit A

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
LEON VALLEY, TEXAS:**

SECTION 1. The execution of an agreement with BB Inspections LLC is hereby authorized.

SECTION 2. The financial allocations in this Ordinance are subject to approval by the Director of Finance. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific accounts as necessary to carry out the purpose of this Ordinance.

SECTION 3. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph or section of this Ordinance.

SECTION 4. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

SECTION 5. This Ordinance shall become effective on and after its passage, approval and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley
this the 18th day of August 2026.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
ART RODRIGUEZ
City Attorney

PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS §
 § **KNOW ALL MEN BY THESE PRESENTS:**
COUNTY OF BEXAR §

This Professional Services Agreement (the “Agreement”) between the City of Leon Valley, Texas, a Texas municipal corporation (hereinafter referred to as “City”), and BB Inspection Services, LLC, a Texas limited liability corporation (hereinafter called “Contractor”), sometimes collectively referred to herein as the “Parties,” is for the purpose of procuring inspection services for the City.

RECITALS

WHEREAS, it is necessary that the City procure inspection services to perform the functions and duties specified in the applicable sections of City ordinances; and

WHEREAS, City desires to engage Contractor as the City's Building Inspector; and

WHEREAS, Contractor is an independent contractor and shall perform the services described herein on a contract basis and not as an employee; and

WHEREAS, Contractor shall conduct inspection on an “as needed” basis for the City;

NOW, THEREFORE, in consideration of the foregoing and on the terms and conditions hereinafter set forth and for other good and valuable mutual consideration, the receipt and sufficiency of which is hereby acknowledged, the City and Contractor agree as follows:

ARTICLE I

RESPONSIBILITIES

1.1 Contractor's Responsibilities

(a) Contractor hereby agrees and acknowledges that it shall perform all City building inspections in compliance with the City's Code of Ordinances and any and all applicable state and federal laws.

(b) Contractor hereby agrees and acknowledges that City will not furnish the Contractor with a vehicle, tools, or an office, nor any employee benefits whatsoever to the Contractor, including retirement and health insurance.

(c) Contractor understands and agrees that inspections shall be performed within twenty-four (24) hours of notice from the City to perform such inspections.

(d) Contractor shall promptly prepare a report of an inspection performed by him and shall furnish such report to City within twenty-four hours of the time the inspection was performed.

(e) Contractor shall conduct himself in a professional manner when performing services for the City so as to protect the image and goodwill of the City when dealing with other and contractors.

(f) Contractor shall provide inspection services between the normal working hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, unless otherwise requested.

(g) Contractor shall provide his own transportation to conduct inspections.

(h) Contractor shall be responsible for maintaining dues, fees, and professional qualifications and associations.

(i) Contractor shall devote as much productive time, energy, and ability to the performance of his duties under this Agreement as may be necessary to provide the required Services in a timely and productive manner.

(j) Communicate with the City about progress the Contractor has made in performing the Services.

(k) Contractor shall complete requested inspections within one business day, plan reviews within five business days unless otherwise agreed, and emergency inspections as soon as reasonably practicable.

(l) Contractor shall maintain all certifications and registrations required by the State of Texas throughout the term of this Agreement and shall immediately notify the City of any suspension, expiration, or disciplinary action affecting such credentials.

1.2 Confidential Information

(a) Contractor will perform services for City which may require City to disclose confidential and proprietary information to Contractor or which may require City to grant authorization to Contractor to make or enter financial and legal transactions on behalf of the City. Confidential information includes, but is not limited to, any information of any kind, nature or description concerning matters affecting or relating to Contractor's services for the City, business operations of the City and/or, employee data, products, projects, drawings, plans, processes or other data of City. For financial and legal transactions, contractor shall obtain authorization from City prior to entering into such transactions. Contractor further agrees:

- A. to use reasonable network and data security to protect City.
- B. Not to reproduce confidential information or use the information for any purpose other than the performance of the work specified under Section 1.1 and 1.2.
- C. That upon request or upon termination of this Agreement, to deliver to City any notes, documents, equipment or material received from City created by or originating from his activities for City.

D. City shall have the sole right to determine the treatment of any information that is part or project described under Section 1.1 and 1.2, including the right to keep information confidential and proprietary.

1.3 City's Responsibilities

(a) The City agrees to pay Contractor for services rendered pursuant hereto the following:

Residential Building Inspection	\$60.00
Commercial Building Inspection	\$60.00
Residential Plan Review	\$60.00
Commercial Plan Review (Hour)	\$95.00
Court Appearance (Hour)	\$95.00

(b) As compensation for services under this Agreement, the Contractor shall be paid the above fees as services are rendered on a monthly basis. Contractor will not be compensated for holidays, vacation time, or benefits. Contractor is responsible for complying with reporting requirements for all local, state and federal taxes related to payments made to Contractor under this Agreement.

(c) All fees paid to Contractor by City shall be based on invoices submitted to City in writing by Contractor for work performed. While invoices shall be submitted monthly, Payment shall be due in accordance with the City's regular payment practices.

ARTICLE II TERM

The term of this Agreement shall be five (5) years commencing on the date this Agreement is signed by all parties and terminating in year five on the date signed by all parties.

ARTICLE III TERMINATION

3.1 Termination With or Without Cause

(a) Notwithstanding anything in this Agreement to the contrary, City may terminate this Agreement for any reason subject to Section 3.2 and 6.17.

(b) Notwithstanding anything in this Agreement to the contrary, Contractor may terminate this Agreement for any reason subject to Section 3.2.

3.2 This Agreement may be terminated by either party by giving thirty (30) days written notice of termination to the other party.

**ARTICLE IV
INDEMNIFICATION**

CONTRACTOR COVENANTS AND AGREES TO FULLY INDEMNIFY AND HOLD HARMLESS, CITY (AND THEIR ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, AND REPRESENTATIVES), INDIVIDUALLY AND COLLECTIVELY, FROM AND AGAINST ANY AND ALL COSTS, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES, FEES, FINES, PENALTIES, PROCEEDINGS, ACTIONS, DEMANDS, CAUSES OF ACTION, LIABILITY AND SUITS OF ANY KIND AND NATURE, INCLUDING BUT NOT LIMITED TO, PERSONAL INJURY, DEATH AND PROPERTY DAMAGE, MADE UPON CITY DIRECTLY OR INDIRECTLY ARISING OUT OF, RESULTING FROM OR RELATED TO CONTRACTOR' NEGLIGENCE, WILLFUL MISCONDUCT OR CRIMINAL CONDUCT IN ITS ACTIVITIES UNDER THIS AGREEMENT, INCLUDING ANY SUCH ACTS OR OMISSIONS OF CONTRACTOR, ANY AGENT, OFFICER, DIRECTOR, REPRESENTATIVE, EMPLOYEE, CONSULTANT OR SUBCONSULTANTS OF CONTRACTOR, AND THEIR RESPECTIVE OFFICERS, AGENTS, EMPLOYEES, DIRECTORS AND REPRESENTATIVES WHILE IN THE EXERCISE OR PERFORMANCE OF THE RIGHTS OR DUTIES UNDER THIS AGREEMENT, ALL WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO CITY, UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE PROVISIONS OF THIS INDEMNIFICATION ARE SOLELY FOR THE BENEFIT OF THE CITY AND ARE NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY. CONTRACTOR SHALL PROMPTLY NOTIFY CITY, IN WRITING OF ANY CLAIM OR DEMAND AGAINST CITY, RELATED TO OR ARISING OUT OF CONTRACTOR' ACTIVITIES UNDER THIS AGREEMENT AND SHALL SEE TO THE INVESTIGATION AND DEFENSE OF SUCH CLAIM OR DEMAND AT CONTRACTOR' COST TO THE EXTENT REQUIRED BY THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH. CITY SHALL HAVE THE RIGHT, AT THEIR OPTION AND AT THEIR OWN EXPENSE, TO PARTICIPATE IN SUCH DEFENSE WITHOUT RELIEVING CONTRACTOR OF ANY OF ITS OBLIGATIONS UNDER THIS PARAGRAPH.

IT IS THE EXPRESS INTENT OF THE PARTIES TO THIS AGREEMENT, THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH, IS AN INDEMNITY EXTENDED BY CONTRACTOR TO INDEMNIFY, PROTECT AND HOLD HARMLESS CITY, FROM THE CONSEQUENCES OF CITY'S OWN NEGLIGENCE; PROVIDED HOWEVER, THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL APPLY ONLY WHEN THE NEGLIGENT ACT OF CITY IS A CONTRIBUTORY CAUSE OF THE RESULTANT INJURY, DEATH, OR DAMAGE, AND IT SHALL HAVE NO APPLICATION WHEN THE NEGLIGENT ACT OF CITY IS THE SOLE CAUSE OF THE RESULTANT INJURY, DEATH, OR DAMAGE. CONTRACTOR FURTHER AGREES TO DEFEND, AT ITS OWN EXPENSE AND ON BEHALF OF AND IN THE NAME OF CITY ANY CLAIM OR LITIGATION BROUGHT AGAINST CITY (AND THEIR ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS AND REPRESENTATIVES), IN CONNECTION WITH ANY SUCH INJURY, DEATH, OR PROPERTY DAMAGE FOR WHICH THIS INDEMNITY SHALL APPLY, AS SET FORTH ABOVE.

THE CONTRACTOR SHALL ALSO INDEMNIFY CITY AND THEIR RESPECTIVE OFFICIALS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTIONS, SUITS AND LIABILITIES ARISING OUT OF THE CONTRACTOR' AND THE CONTRACTOR' GENERAL CONTRACTOR'S ACTIONS INSPECTION AND PLAN REVIEW SERVICES.

IT IS THE EXPRESS INTENT OF THIS SECTION THAT THE INDEMNITY PROVIDED TO THE CITY SHALL SURVIVE THE TERMINATION AND/OR EXPIRATION OF THIS AGREEMENT AND SHALL BE BROADLY INTERPRETED AT ALL TIMES TO PROVIDE THE MAXIMUM INDEMNIFICATION OF THE CITY PERMITTED BY LAW.

ARTICLE V INSURANCE

5.1 The Contractor shall maintain, at its own cost and expense, such usual, customary, and appropriate insurance including workers compensation insurance protecting Contractor and City from all claims for damages to persons and to property which may arise from any operations under this Agreement, or any of its amendments. All policies other than workers compensation shall name the City as an additional insured include a blanket waiver of subrogation as to the City.

5.2 The failure of the Contractor at any time to provide the insurance required by Section 5.1 shall be considered a material breach of this Agreement for which the City shall be entitled to damages, including termination of the Agreement for uncured violations.

Commercial General Liability	Each Occurrence	\$2,000,000
	Damage to rented Premise	\$1,000,000
	Personal & Adv Injury	\$2,000,000
	General Aggregate	\$4,000,000
	Errors and Omission	\$1,000,000

ARTICLE VI MISCELLANEOUS

6.1 Binding Agreement.

The terms and conditions of this Agreement shall be binding on and inure to the benefit of the City and Contractor. The City Manager or its designated agent shall be responsible for the administration of this Agreement and shall have the authority to execute any instruments, duly approved by the City of Leon Valley, Texas.

6.2 Mutual Assistance.

City and Contractor will do all things reasonably necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out such terms and provisions.

6.3 Representations and Warranties.

The Parties mutually represent and warrant to each other that they have the requisite authority to enter into this Agreement. The Parties agree to be bound hereby in the manner exclusively provided herein.

6.4 Assignment.

Contractor shall not assign its rights, duties, or obligations under this Agreement without the prior approval of the City whose consent may be withheld for any reason.

6.5 Notice.

Any notice required or permitted to be delivered hereunder shall be deemed delivered by email provided by the contractor below, or actual delivery, facsimile with receipt confirmation, or by depositing the same in the United States Mail, postage prepaid and certified with return receipt requested, addressed to the Party at the address set forth below:

IF INTENDED FOR CITY:

City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238
Attn: City Manager

WITH A REQUIRED COPY TO:

City Attorney's Office
4201 W. Parmer Lane
Building C, Suite 150
Austin, Texas 78727
Attn: City Attorney

IF INTENDED FOR CONTRACTOR:

BB Inspection Services, LLC

Either Party may designate a different address at any time upon written notice to the other party.

6.6 Governing Law.

The Agreement shall be governed by the laws of the State of Texas, and the venue for any action concerning this Agreement shall be in Bexar County, Texas. The Parties agree to submit to the personal and subject matter jurisdiction of said court.

6.7 Amendment.

This Agreement may be amended by mutual written agreement of the Parties.

6.8 Legal Construction.

In the event any one or more of the provisions contained in this Agreement shall, for any reason, be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect other provisions of this Agreement, and it is the intention of the Parties to this Agreement that, in lieu of each provision that is found to be illegal, invalid, or unenforceable, a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid, or unenforceable.

6.9 Interpretation.

Each of the Parties has been represented by counsel of their choosing in the negotiation and preparation of this Agreement. Regardless of which Party prepared the initial draft of this Agreement, this Agreement shall, in the event of any dispute, whatever its meaning or application, be interpreted fairly and reasonably and neither more strongly for or against any Party.

6.10 Entire Agreement.

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written agreement between the Parties that, in any manner, relates to the subject matter of this Agreement, except as provided for in any Exhibits attached hereto or duly approved amendments to this Agreement.

6.11 Recitals.

The recitals to this Agreement are incorporated herein as findings of fact.

6.12 Paragraph Headings.

The paragraph headings contained in this Agreement are for convenience only and will in no way enlarge or limit the scope or meaning of the various and several paragraphs.

6.13 Counterparts.

This Agreement may be executed in counterparts. Each of the counterparts shall be deemed an original instrument, but all of the counterparts shall constitute one and the same instrument.

6.14 Exhibits.

Any Exhibits attached hereto are incorporated by reference for all purposes.

6.15 Appropriation.

The Leon Valley City Council (“Council”) has appropriated, set aside and encumbered, and does hereby appropriate, set aside, and encumber, available and otherwise unobligated funds of the City in an amount sufficient to fund and pay all financial obligations of the City pursuant to this Agreement.

6.16 Survival of Covenants.

Any of the representations, warranties, covenants, and obligations of the Parties, as well as any rights and benefits of the Parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

6.17 Opportunity for Cure.

Should Contractor default in the performance of this Agreement, same shall be considered an “Event of Default”. City shall deliver written notice of said default specifying such matter(s) in default. Contractor shall have ten (10) calendar days after receipt of the written notice, in accordance with Section 6.5, to cure such default. If Contractor fails to cure the default within such ten (10) day cure period, City shall have the right, without further notice or adoption of an ordinance or resolution, to terminate this Agreement in whole or in part as City deems appropriate, and to contract with another Contractor to complete the work required in this Agreement.

EXECUTED the _____ day of _____, 2026.

CITY OF LEON VALLEY, a Texas municipal
corporation

By: _____
Dr. Crystal Caldera
City Manager

APPROVED AS TO FORM:

By: _____
Arturo “Art” Rodriguez
City Attorney

BB INSPECTION SERVICES, LLC, a Texas
limited liability corporation

By

Consider Awarding BB Inspections LLC for the City's Building Inspection Services

Michael Gallardo
Planning and Zoning Director
City Council Meeting
August 18, 2026

Summary

- Question
 - Should City Council award a contract for building inspections to BB Inspections LLC
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - Staff recommends approval

Purpose

- In August 2026, the contract for the current building inspector was set to expire and staff solicited RFP's
- To consider approving an Ordinance awarding the Highest Qualified Company to provide the City's Building Inspections and authorizing the City Manager to enter into a contract with BB Inspections.

Background

- Request for Proposals (RFP's)
- The City requested (RFQ's) on June 23, 2026
 - City webpage
 - The Echo (Sat., June 27 and Fri., July 3)
 - Express News (Sat., June 27 and Fri., July 3)
 - Invitation Letters mailed out on June 23, 2026
 - (5) Letters were mailed out
 - Submittal Deadline was Tuesday, July 7, 2026, at 5pm
 - Total of (4) submittals

Background

The following RFP's were received:

Organization	Location
BB Inspections LLC	Spring Branch
Bureau Veritas	Fort Worth
Burgess Municipal Services	Fairview
Willdan	Plano

The submittals were evaluated by (3) City Staff Directors and scores were based on the following criteria:

Qualifications and Relative Experience – 40 points

Demonstrated Capability to Meet Scope of Work – 20 points

Proposal Fees – 20 points

Policies and Procedures to Quality Assurance – 20 points

Background

{Section}.72.

- The Evaluation Scorecard:

Company	Score
BB Inspections LLC	91
Bureau Veritas	74
Burgess Municipal Services	68
Willdan	61

- BB Inspections LLC Scorecard

Criteria & Weight	Panel Member 1	Panel Member 2	Panel Member 3
Qualifications /Relative Experience	35	35	40
Demonstrated Capability to Meet the Scope of work	18	15	20
Proposal Fees	18	20	20
Policies / Procedures Related to Quality Assurance	18	15	20
Total	85	89	100

Fiscal Impact

- BB Inspections LLC - Proposed Fees

Service	Fee
Residential Inspection	\$60 / Inspection
Commercial Inspection	\$60 / Inspection
Reinspects	\$60 / Inspection
Residential Plan Review	\$60 / Review
Commercial Plan Review	\$95 / Hour
<i>*No change- City's Current Rates</i>	

Fiscal Impact

{Section}.72.

- Proposed Fees

Service	Bureau Veritas	Burgess Municipal Services	Willdan
Residential Inspections	\$785 w/ Plan Review	\$68 / Per Stop	\$95 / Hr for Inspector & \$55 / Inspector
Commercial Inspections	\$76.92 (Valuation)	\$95 / Per Stop	\$95 / Hr for Inspector & \$55 / Inspector
Reinspects	\$50 or \$76.92	\$68 or \$95 / Per Stop	\$95 / Hr for Inspector & \$55 / Inspector
Residential Plan Review	\$785 w/ Inspection \$200 Plan Review Only	Per SF: 1500sf= \$135	\$95 / Hr for Inspector & \$55 / Inspector
Commercial Plan Review	\$50 for the first \$10K (Valuation)	Up to \$100,000 = \$245 (Valuation)	\$95 / Hr for Inspector & \$55 / Inspector

Recommendation

- Staff recommends awarding the contract for Building Inspection Services to BB Inspections LLC
- Authorize the City Manager to negotiate a contract for (5) years

Goals & Objectives

- **Environment:**
- - To promote a cleaner, healthier, and more sustainable future for Leon Valley by implementing eco-friendly initiatives, conserving natural resources, and reducing the city's environmental footprint.

MAYOR AND COUNCIL COMMUNICATION

DATE: August 4, 2026

TO: Mayor and City Council

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Discussion and Possible Action on an Ordinance Authorizing the City Manager to enter into an agreement with BB Inspection Services LLC for Health Inspection Services

PURPOSE & BACKGROUND

The purpose of this item is to consider approval of an Ordinance awarding the highest qualified company and authorizing the City Manager to enter into a contract agreement with BB Inspections LLC for the purpose of providing health and sanitation services.

The Request for Proposal submitted by BB Inspections LLC was evaluated and determined to be the highest qualified proposal.

The Requests for Proposals package was developed and advertised for 14 days on the City's webpage. The package advertisement was placed in the Express News and The Helotes Echo on Saturday, July 27, 2026, and Friday, July 3, 2026.

The deadline to submit a physical and complete Request for Proposal was July 7, 2026, at 5pm. The submittals were evaluated by (3) City Staff Directors and scores were based on the following criteria:

Evaluation Criteria

- Qualifications and Relative Experience – 40 points
- Demonstrated Capability to Meet Scope of Work – 20 points
- Proposal Fees – 20 points
- Policies and Procedures Related to Quality Assurance – 20 points

The City received the following submittals:

Organization	Score
<u>BB Inspections LLC</u>	91
Stephen J. Barscewski	80

After compiling the evaluation results from staff members; the City recommends awarding the contract agreement for Health and Sanitation Services to BB Inspections LLC.

FISCAL IMPACT

The fees for services proposed by BB Inspections LLC are:

Service	Fee
Routine Inspection	\$125 / Inspection
Certificate of Occupancy	\$125 / Inspection
Reinspects	\$125 / Inspection
Complaints	\$95 / Hour

RECOMMENDATION

Staff recommends approval of the Ordinance.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

SAUNDRA PASSAILAIGUE, TRMC

City Secretary

ORDINANCE No. 2026-

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH BB
INSPECTIONS LLC FOR HEALTH INSPECTIONS SERVICES**

WHEREAS, BB Inspections LLC agrees to provide Health Inspection services to the City;

WHEREAS, The City of Leon Valley is agreeing to a Five-Year Agreement with BB Inspections LLC; and

WHEREAS, said agreement is attached as Exhibit A

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF
LEON VALLEY, TEXAS:**

SECTION 1. The execution of an agreement with BB Inspections LLC is hereby authorized.

SECTION 2. The financial allocations in this Ordinance are subject to approval by the Director of Finance. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific accounts as necessary to carry out the purpose of this Ordinance.

SECTION 3. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, clause, sentence, or section of this Ordinance shall be declared unconstitutional or invalid by any court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any other remaining phrase, clause, sentence, paragraph or section of this Ordinance.

SECTION 4. The repeal of any Ordinance or part of Ordinances effectuated by the enactment of this Ordinance shall not be construed as abandoning any action now pending under or by virtue of such Ordinance or as discontinuing, abating, modifying or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

SECTION 5. This Ordinance shall become effective on and after its passage, approval and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley
this the 18th day of August 2026.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
ART RODRIGUEZ
City Attorney

PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS §
 § **KNOW ALL MEN BY THESE PRESENTS:**
COUNTY OF BEXAR §

This Professional Services Agreement (the “Agreement”) between the City of Leon Valley, Texas, a Texas municipal corporation (hereinafter referred to as “City”), and BB Inspections LLC (hereinafter called “Contractor”), sometimes collectively referred to herein as the “Parties,” is for the purpose of procuring inspection services for the City.

RECITALS

WHEREAS, it is necessary that the City procure health inspection services to perform the functions and duties specified in the applicable sections of City ordinances; and

WHEREAS, City desires to engage the Contractor as the City's Health and Sanitation Inspector; and

WHEREAS, Contractor is an independent contractor and shall perform the services described herein on a contract basis and not as an employee; and

WHEREAS, Contractor shall conduct inspection on an “as needed” basis for the City;

NOW, THEREFORE, in consideration of the foregoing and on the terms and conditions hereinafter set forth and for other good and valuable mutual consideration, the receipt and sufficiency of which is hereby acknowledged, the City and Contractor agree as follows:

ARTICLE I RESPONSIBILITIES AND OBLIGATIONS

1.1 Contractor's Responsibilities

(a) Contractor shall perform for the City those health and sanitation inspections and other related services as required to enforce the City's Chapter 12 "Health and Sanitation" and other related health and sanitation ordinances. In connection, the Contractor is hereby designated and authorized to perform and shall perform, the necessary services as Health and sanitation Officer of the City.

(b) Contractor shall perform plan review and approval on all new construction and remodeling of food establishments and other public health-related construction within the City.

(c) Contractor shall routinely inspect all food service establishments, public swimming pools, day-care facilities and other public places, and shall prepare and file with the City a report of each inspection.

(d) Risk Categories shall be assigned by the Health and Sanitation Officer for each establishment. The frequency of inspection for establishments categorized as Risk Factors 3 and 4 shall be two (2) times per year. The frequency of inspection for establishments categorized as Risk Factors 1 and 2 shall be one (1) time per year.

(e) Contractor shall investigate and take appropriate action as set forth in the above-referenced health ordinance and in accordance with applicable law regarding all health violations and nuisances within the City, including but not limited to:

- A. Potential and or reported food poisoning;
- B. Insects, rodents and other potential non-human sources of contamination;
and
- C. Garbage, trash and filth as deemed necessary.

(f) The frequency of inspections for complaints shall be based upon formal complaints received by the Leon Valley Planning and Zoning Department.

(g) Additional reinspection of establishments shall be made from time to time as conditions and requirements dictate.

(h) The Contractor shall obtain approval from the Director of the Planning and Zoning Department to conduct Food safety Training.

(i) Contractor shall notify Director of Planning and Zoning of all citations and scheduled court appearances prior to actual court date.

(j) Contractor shall collect, transport and maintain product samples for laboratory testing and or court actions, when necessary.

(k) The Contractor shall maintain written records and provide monthly and annual written reports stating inspections data such as the name of establishments, location, date of inspection, demerits received, risk factor, and type of inspection to the Director of Planning and Zoning concerning all activities, said shall be in a format mutually agreeable to City and Contractor.

(l) Contractor shall provide Director Planning and Zoning with an annual evaluation of the Leon Valley Food Establishments program by September 30th of every agreement. In addition, the Contractor shall make recommendations for revisions to the Leon Valley Health Sanitation Code, as required. Said report shall be in a format mutually agreeable to City and Contractor.

(m) The Contractor shall not sublet or assign any work under this Agreement except in case of unexpected or scheduled absence(s). The contractor shall provide the City with the name of a registered sanitarian who may temporarily perform the primary Contractor's duties.

(n) The contractor agrees to use the City's software program to upload reports.

(o) The Contractor agrees to provide a Registered Professional Sanitarian backup inspector if said contractor is not available.

- (p) Complaints should be responded to as follows:
 - Complaint investigations – within one business day
 - Foodborne illness complaints – same day
 - Emergency health hazards – immediately upon notification
 - Plan reviews – within 10 business days
 - Certificate of Occupancy inspections – within 48 hours of request

1.2 Contractor's Obligations

(a) Contractor shall devote such time as reasonably necessary for the satisfactory performance of work under this Agreement and as described in Section 1.1 ("Services"). The Contractor shall:

- A. Perform the Services set forth in Subsection 1.1 above.
- B. Devote as much productive time, energy, and ability to the performance of his duties under this Agreement as may be necessary to provide the required Services in a timely and productive manner.
- C. Perform the Services in a safe, good and workmanlike manner using at all times adequate equipment in good working order.
- D. Communicate with the City about progress the Contractor has made in performing the Services.
- E. Supply all tools, equipment and supplies required to perform the Services, except if the Contractor's work must be performed on or with the City's equipment.
- F. Contractor shall maintain throughout the term of this Agreement all licenses, certifications, and registrations required by the Texas Department of State Health Services or any successor agency. Failure to maintain such credentials shall constitute an Event of Default.
- G. Contractor shall not inspect any establishment in which Contractor or an immediate family member has a financial interest.

1.3 Confidential Information

(a) Contractor will perform services for City which may require City to disclose confidential and proprietary information to Contractor or which may require City to grant authorization to Contractor to make or enter financial and legal transactions on behalf of the City. Confidential information includes, but is not limited to, any information of any kind, nature or description concerning matters affecting or relating to Contractor's services for the City, business operations of the City and/or, employee data, products, projects, drawings, plans, processes or other data of City. For financial and legal transactions, contractor shall obtain authorization from City prior to entering into such transactions. Contractor further agrees:

- A. to use reasonable network and data security to protect City.
- B. Not to reproduce confidential information or use the information for any purpose other than the performance of the work specified under Section 1.1 and 1.2.
- C. That upon request or upon termination of this Agreement, to deliver to City any notes, documents, equipment or material received from City created by or originating from his activities for City.

D. City shall have the sole right to determine the treatment of any information that is part or project described under Section 1.1 and 1.2, including the right to keep information confidential and proprietary.

(b)

1.3 City's Responsibilities

(a) The City agrees to pay the Contractor for services rendered pursuant hereto the following:

Routine Inspection	\$125.00 / Inspection
Certificate of Occupancy Commercial	\$125.00 / Inspection
Reinspection	\$125.00 / Inspection
Complaint Investigation	\$95.00 / Hour

(b) As compensation for services under this agreement, the Contractor shall be paid the above fees as services are rendered on a monthly basis. Contractor will not be compensated for holidays, vacation time, or benefits. Contractor is responsible for complying with reporting requirements for all local, state and federal taxes related to payments made to Contractor under this Agreement.

(c) All fees paid to Contractor by City shall be based on invoices submitted to City in writing by Contractor for work performed. While invoices shall be submitted monthly, Payment shall be due in accordance with the City's regular payment practices.

ARTICLE II TERM

The term of this Agreement shall be five (5) years commencing on the date this Agreement is signed by all parties and terminating in year five on the date signed by all parties.

ARTICLE III TERMINATION

3.1 Termination Without or Without Cause

(a) Notwithstanding anything in this Agreement to the contrary, City may terminate this Agreement for any reason subject to Section 3.2 and Section 6.17.

(b) Notwithstanding anything in this Agreement to the contrary, Contractor may terminate this Agreement for any reason subject to Section 3.2.

3.2 This agreement may be terminated by either party by giving thirty (30) days written notice of termination to the other party.

**ARTICLE IV
INDEMNIFICATION**

CONTRACTOR COVENANTS AND AGREES TO FULLY INDEMNIFY AND HOLD HARMLESS, CITY (AND THEIR ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS, AND REPRESENTATIVES), INDIVIDUALLY AND COLLECTIVELY, FROM AND AGAINST ANY AND ALL COSTS, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES, FEES, FINES, PENALTIES, PROCEEDINGS, ACTIONS, DEMANDS, CAUSES OF ACTION, LIABILITY AND SUITS OF ANY KIND AND NATURE, INCLUDING BUT NOT LIMITED TO, PERSONAL INJURY, DEATH AND PROPERTY DAMAGE, MADE UPON CITY DIRECTLY OR INDIRECTLY ARISING OUT OF, RESULTING FROM OR RELATED TO CONTRACTOR' NEGLIGENCE, WILLFUL MISCONDUCT OR CRIMINAL CONDUCT IN ITS ACTIVITIES UNDER THIS AGREEMENT, INCLUDING ANY SUCH ACTS OR OMISSIONS OF CONTRACTOR, ANY AGENT, OFFICER, DIRECTOR, REPRESENTATIVE, EMPLOYEE, CONSULTANT OR SUBCONSULTANTS OF CONTRACTOR, AND THEIR RESPECTIVE OFFICERS, AGENTS, EMPLOYEES, DIRECTORS AND REPRESENTATIVES WHILE IN THE EXERCISE OR PERFORMANCE OF THE RIGHTS OR DUTIES UNDER THIS AGREEMENT, ALL WITHOUT, HOWEVER, WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO CITY, UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE PROVISIONS OF THIS INDEMNIFICATION ARE SOLELY FOR THE BENEFIT OF THE CITY AND ARE NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY. CONTRACTOR SHALL PROMPTLY NOTIFY CITY, IN WRITING OF ANY CLAIM OR DEMAND AGAINST CITY, RELATED TO OR ARISING OUT OF CONTRACTOR' ACTIVITIES UNDER THIS AGREEMENT AND SHALL SEE TO THE INVESTIGATION AND DEFENSE OF SUCH CLAIM OR DEMAND AT CONTRACTOR' COST TO THE EXTENT REQUIRED BY THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH. CITY SHALL HAVE THE RIGHT, AT THEIR OPTION AND AT THEIR OWN EXPENSE, TO PARTICIPATE IN SUCH DEFENSE WITHOUT RELIEVING CONTRACTOR OF ANY OF ITS OBLIGATIONS UNDER THIS PARAGRAPH.

IT IS THE EXPRESS INTENT OF THE PARTIES TO THIS AGREEMENT, THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH, IS AN INDEMNITY EXTENDED BY CONTRACTOR TO INDEMNIFY, PROTECT AND HOLD HARMLESS CITY, FROM THE CONSEQUENCES OF CITY'S OWN NEGLIGENCE; PROVIDED HOWEVER, THAT THE INDEMNITY PROVIDED FOR IN THIS PARAGRAPH SHALL APPLY ONLY WHEN THE NEGLIGENT ACT OF CITY IS A CONTRIBUTORY CAUSE OF THE RESULTANT INJURY, DEATH, OR DAMAGE, AND IT SHALL HAVE NO APPLICATION WHEN THE NEGLIGENT ACT OF CITY IS THE SOLE CAUSE OF THE RESULTANT INJURY, DEATH, OR DAMAGE. CONTRACTOR FURTHER AGREES TO DEFEND, AT ITS OWN EXPENSE AND ON BEHALF OF AND IN THE

NAME OF CITY ANY CLAIM OR LITIGATION BROUGHT AGAINST CITY (AND THEIR ELECTED OFFICIALS, EMPLOYEES, OFFICERS, DIRECTORS AND REPRESENTATIVES), IN CONNECTION WITH ANY SUCH INJURY, DEATH, OR PROPERTY DAMAGE FOR WHICH THIS INDEMNITY SHALL APPLY, AS SET FORTH ABOVE.

THE CONTRACTOR SHALL ALSO INDEMNIFY CITY AND THEIR RESPECTIVE OFFICIALS AND EMPLOYEES FROM AND AGAINST ANY AND ALL CLAIMS, LOSSES, DAMAGES, CAUSES OF ACTIONS, SUITS AND LIABILITIES ARISING OUT OF THE CONTRACTOR' AND THE CONTRACTOR' GENERAL CONTRACTOR'S ACTIONS

IT IS THE EXPRESS INTENT OF THIS SECTION THAT THE INDEMNITY PROVIDED TO THE CITY SHALL SURVIVE THE TERMINATION AND/OR EXPIRATION OF THIS AGREEMENT AND SHALL BE BROADLY INTERPRETED AT ALL TIMES TO PROVIDE THE MAXIMUM INDEMNIFICATION OF THE CITY PERMITTED BY LAW.

ARTICLE V INSURANCE

5.1 The Contractor shall maintain, at its own cost and expense, such usual, customary, and appropriate insurance including workers compensation insurance protecting Contractor and City from all claims for damages to persons and to property which may arise from any operations under this Agreement, or any of its amendments. All policies other than workers compensation shall name the City as an additional insured include a blanket waiver of subrogation as to the City.

5.2 The failure of the Contractor at any time to provide the insurance required by Section 5.1 shall be considered a material breach of this Agreement for which the City shall be entitled to damages, including termination of the Agreement for uncured violations.

Commercial General Liability	Each Occurrence	\$1,000,000
	Damage to rented Premise	\$1,000,000
	Personal & Adv Injury	\$1,000,000
	General Aggregate	\$1,000,000
	Errors and Omission	\$1,000,000

ARTICLE VI MISCELLANEOUS

6.1 Binding Agreement.

The terms and conditions of this Agreement shall be binding on and inure to the benefit of the City and Contractor. The City Manager/or designated agent shall be responsible for the administration of this Agreement and shall have the authority to execute any instruments, duly approved by the City of Leon Valley, Texas.

6.2 Mutual Assistance.

City and Contractor will do all things reasonably necessary or appropriate to carry out the terms and provisions of this Agreement and to aid and assist each other in carrying out such terms and provisions.

6.3 Representations and Warranties.

The Parties mutually represent and warrant to each other that they have the requisite authority to enter into this Agreement. The Parties agree to be bound hereby in the manner exclusively provided herein.

6.4 Assignment.

Contractor shall not assign its rights, duties, or obligations under this Agreement without the prior approval of the City whose consent may be withheld for any reason.

6.5 Notice.

Any notice required or permitted to be delivered hereunder shall be deemed delivered by email provided by the contractor below, or actual delivery, facsimile with receipt confirmation, or by depositing the same in the United States Mail, postage prepaid and certified with return receipt requested, addressed to the Party at the address set forth below:

IF INTENDED FOR CITY:

City of Leon Valley
6400 El Verde Road
Leon Valley, Texas 78238
Attn: City Manager

WITH A REQUIRED COPY TO:

City Attorney's Office
City of Leon Valley
4201 Parmer Lane
Building C, Suite 150
Austin, Texas 78727
Attn: City Attorney

IF INTENDED FOR CONTRACTOR:

BB Inspections LLC

Either Party may designate a different address at any time upon written notice to the other

6.6 Governing Law.

The Agreement shall be governed by the laws of the State of Texas, and the venue for any action concerning this Agreement shall be in Bexar County, Texas. The Parties agree to submit to the personal and subject matter jurisdiction of said court.

6.7 Amendment.

This Agreement may be amended by mutual written agreement of the Parties.

6.8 Legal Construction.

In the event any one or more of the provisions contained in this Agreement shall, for any reason, be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect other provisions of this Agreement, and it is the intention of the Parties to this Agreement that, in lieu of each provision that is found to be illegal, invalid, or unenforceable, a provision be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid, or unenforceable.

6.9 Interpretation.

Each of the Parties has been represented by counsel of their choosing in the negotiation and preparation of this Agreement. Regardless of which Party prepared the initial draft of this Agreement, this Agreement shall, in the event of any dispute, whatever its meaning or application, be interpreted fairly and reasonably and neither more strongly for or against any Party.

6.10 Entire Agreement.

This Agreement constitutes the entire agreement between the Parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written agreement between the Parties that, in any manner, relates to the subject matter of this Agreement, except as provided for in any Exhibits attached hereto or duly approved amendments to this Agreement.

6.11 Recitals.

The recitals to this Agreement are incorporated herein as findings of fact.

6.12 Paragraph Headings.

The paragraph headings contained in this Agreement are for convenience only and will in no way enlarge or limit the scope or meaning of the various and several paragraphs.

6.13 Counterparts.

This Agreement may be executed in counterparts. Each of the counterparts shall be deemed an original instrument, but all of the counterparts shall constitute one and the same instrument.

6.14 Exhibits.

Any Exhibits attached hereto are incorporated by reference for all purposes.

6.15 Appropriation.

The Leon Valley City Council (“Council”) has appropriated, set aside and encumbered, and does hereby appropriate, set aside, and encumber, available and otherwise unobligated funds of the City in an amount sufficient to fund and pay all financial obligations of the City pursuant to this Agreement.

6.16 Survival of Covenants.

Any of the representations, warranties, covenants, and obligations of the Parties, as well as any rights and benefits of the Parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

6.17 Opportunity for Cure.

Should Contractor default in the performance of this Agreement, same shall be considered an “Event of Default”. City shall deliver written notice of said default specifying such matter(s) in default. Contractor shall have ten (10) calendar days after receipt of the written notice, in accordance with Section 6.5, to cure such default. If Contractor fails to cure the default within such ten (10) day cure period, City shall have the right, without further notice or adoption of an ordinance or resolution, to terminate this Agreement in whole or in part as City deems appropriate, and to contract with another Contractor to complete the work required in this Agreement.

EXECUTED the ____ day of _____, 2026.

CITY OF LEON VALLEY, a Texas municipal
corporation

By: _____
Dr. Crystal Caldera
City Manager

APPROVED AS TO FORM:

By: _____
Arturo D. “Art” Rodriguez
City Attorney

BB INSPECTION SERVICES, LLC, a Texas
limited liability corporation

By:

Consider Awarding BB Inspections LLC for the City's Health Inspection Services

Michael Gallardo
Planning and Zoning Director
City Council Meeting
August 4, 2026

Summary

- Question
 - Should City Council award a contract for health and sanitation inspections to BB Inspections LLC
- Options
 - Approve
 - Deny
 - Other
- Declaration
 - Staff recommends approval

Purpose

- In August 2026, the contract for the current health inspector was set to expire and staff solicited RFP's
- To consider approving an Ordinance awarding the Highest Qualified Company to provide the City's Health and Sanitation Inspections and authorizing the City Manager to enter into a contract with BB Inspections.

Background

- Request for Proposals (RFP's)
- The City requested (RFQ's) on June 23, 2026
 - City webpage
 - The Echo (Sat., June 27 and Fri., July 3)
 - Express News (Sat., June 27 and Fri., July 3)
 - Invitation Letters mailed out on June 23, 2026
 - (6) Letters were mailed out
 - Submittal Deadline was Tuesday, July 7, 2026, at 5pm
 - Total of (2) submittals

Background

The following RFP's were received:

Organization	Location
BB Inspections LLC	Spring Branch
Stephen Barscewski	Rio Frio

The submittals were evaluated by (3) City Staff Directors and scores were based on the following criteria:

Qualifications and Relative Experience – 40 points

Demonstrated Capability to Meet Scope of Work – 20 points

Proposal Fees – 20 points

Policies and Procedures to Quality Assurance – 20 points

Background

- The Evaluation Scorecard:

Company	Score
BB Inspections LLC	91
Stephen J. Barscewski	80

- BB Inspections LLC Scorecard

Criteria & Weight	Panel Member 1	Panel Member 2	Panel Member 3
Qualifications / Relative Experience	35	30	35
Demonstrated Capability to Meet Scope of Work	18	20	20
Proposal Fees	17	20	20
Policies / Procedures Related to Quality Assurance	18	20	20
Total	88	90	95

Fiscal Impact

- Proposed Fees

Service	BB Inspections LLC	Stephen Barscewski
Routine Inspections	\$125 / Inspection	\$100/ Inspection
Certificate of Occupancy	\$125 / Inspection	\$100 / Inspection
Reinspects	\$125 / Inspection	\$75 / Inspection
Complaints	\$95 / Hour	\$75 / Inspection

Recommendation

- Current Issues
 - Staff is scheduling Inspections due to discrepancies
 - Inspector missed location where (2) inspections are required
 - Has missed inspection deadlines
 - Miscommunicated event date with his team
 - Issues utilizing the preferred permitting software
 - Uploaded inspection forms to the wrong project
 - Uploaded reports that were illegible
- Staff recommends awarding the contract for Health Inspection Services to BB Inspections LLC
- Authorize the City Manager to negotiate a contract for (5) years

Goals & Objectives

- **Environment:**
- - To promote a cleaner, healthier, and more sustainable future for Leon Valley by implementing eco-friendly initiatives, conserving natural resources, and reducing the city's environmental footprint.

MAYOR AND CITY COUNCIL COMMUNICATION

DATE: August 4, 2026

TO: Mayor and City Council

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, **Public Hearing**, and Discussion of Approving a Specific Use Permit Request to Allow a Professional Aesthetic Clinic Offering Advanced Aesthetic Treatments in a B-2 Retail District on Approximately 1.03 Acre Tract of Land, Located at 6502 Bandera Road Suite 201; and More Specifically Described as CB 4429A, Block 8, Lot 6, Seneca Estates Unit 9 (First Read as Required by City Charter) – M. Gallardo, Planning and Zoning Director

PURPOSE & BACKGROUND

The purpose of this item is to consider a request to approve a Specific Use Permit (SUP) to allow a Professional and Aesthetic Clinic offering advanced aesthetic treatments in a B-2 Retail District. The property is surrounded by similar retail businesses, and the proposed concept is suitable for the furnishing of goods and services to surrounding residential areas. Due to the services provided a Specific Use Permit (SUP) is required under Chapter 15 Zoning, Division 12, Section 15.02.381, as the business will provide intradermal permanent cosmetics. Additionally, a Specific Use Permit (SUP) is required under Chapter 15 Zoning, Division 12, Section 15.02.662, as the property abuts a residential zoning district.

STAFF COMMENTS

The proposed Professional Aesthetic Clinic will need to comply with all code requirements as outlined in Chapter 15 Zoning, Division 3 Administration, Section 15.02.103 to obtain a certificate of occupancy.

Surrounding Zoning

- North: B-2 Retail District
- West: R-6 Garden House District
- East: B-2 Retail District
- South: B-2 Retail District and R-1 Single Family Dwelling

Notification

- | | |
|---|----|
| • Letters mailed to property owners within 200' | 16 |
| • Letters received in favor | 1 |
| • Letters received in opposition | 0 |
| • Letters returned undeliverable | 1 |

FISCAL IMPACT

The applicant paid all fees associated with the SUP application and the project will increase ad valorem and sales tax for Leon Valley.

RECOMMENDATION

Staff recommends approval of the request.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

Michael Gallardo

Planning and Zoning Director

ORDINANCE No. 2026-

AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL GRANTING A SPECIFIC USE PERMIT REQUEST TO ALLOW A PROFESSIONAL AESTHETIC CLINIC OFFERING ADVANCED AESTHETIC TREATMENTS IN A B-2 RETAIL ZONING DISTRICT LOCATED AT 6502 BANDERA ROAD SUITE 201; AND MORE SPECIFICALLY DESCRIBED AS CB 4429A, BLOCK 8, LOT 6; PROVIDING A REPEALER CLAUSE; SEVERABILITY CLAUSE; NOTICE OF MEETING; SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS Chapter 211 of the Vernon's Local Government Code empowers cities to enact zoning regulations and provide for their administration, enforcement, and amendment; and

WHEREAS the City has previously deemed it necessary and desirable to adopt zoning regulations to provide for the orderly development of property within the City, to promote the public health, safety, and welfare of the residents of the City; and

WHEREAS the Leon Valley Code of Ordinances Chapter 15 Zoning constitutes the City's Zoning regulations and requires the property to be zoned in accordance with proper designations as defined by the City; and

WHEREAS the Planning and Zoning Commission of the City of Leon Valley provided adequate notice and held a public hearing in accordance with Chapter 15 of the Leon Valley Code of Ordinances; and

WHEREAS, the City Council, after proper notice and public hearing determined that the request is consistent and compatible with the surrounding zoning and with the City's Future Land Use Plan, and

WHEREAS the City Council of the City of Leon Valley now desires to grant the Specific Use Permit Request, as requested at the subject location.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, THAT:

SECTION 1. The request for a Specific Use Permit to Allow a Professional Aesthetic Clinic Offering Advanced Aesthetic Treatments in a B-2 Retail Zoning District Located at 6502 Bandera Road Suite 201; and More Specifically Described as CB 4429A, Block 8, Lot 6, Leon Valley, Texas, is hereby approved.

SECTION 2. REPEALER CLAUSE. The provisions of the Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent by any other

ordinance.

SECTION 3. SEVERABILITY CLAUSE. If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the Leon Valley City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

SECTION 4. SAVINGS CLAUSE. The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

SECTION 5. NOTICE OF MEETING CLAUSE. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 6. EFFECTIVE DATE. This ordinance shall become effective on and after its passage, approval and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 18th day of August 2026.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
ART RODRIGUEZ
City Attorney

Sec. 15.02.381 - Permitted use table

Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Intradermal permanent cosmetics	X	SUP	SUP	P	P	U	U	U

Sec. 15.02.662 Exceptions

- (a) Where the proposed new construction of freestanding buildings, multi-tenant office buildings, shopping centers, trade centers, office/warehouses or industrial parks abuts any residential zoning district, a specific use permit must be obtained prior to the issuance of a building permit.
- (b) Land uses listed in the permitted use table as requiring a specific use permit shall be required to obtain a specific use permit prior to issuance of a certificate of occupancy, except as set out below:
 - (1) A use which does not significantly alter an existing use by:
 - (A) Adding to the value of an existing building, or group of buildings operated as a unit and for the same general purpose, by more than 50 percent.
 - (B) Adding to the floor space of an existing building, or group of buildings operated as a unit and for the same general purpose, by more than 30 percent.
 - (2) The owner(s) of freestanding buildings, multi-tenant office buildings, shopping centers, trade centers, office/warehouses or industrial parks may apply for a continuous specific use permit when it is anticipated that certain tenant uses listed in section 15.02.381 or section 15.02.382, are going to require repeated application for specific use permit.
 - (3) Granting of the continuous specific use permit shall have the effect of exempting that use from the regular requirements of this article, so that use permits may be allowed throughout the entire freestanding building, multi-tenant office building, shopping center, trade center, office/warehouse or industrial park without individual specific use permits.

(1972 Code, sec. 30.3002; 2008 Code, sec. 14.02.662)

PZ-2026-13

Specific Use Permit Request

Alamo Sculpting and Wellness

6502 Bandera Road Suite 201

Michael Gallardo
Planning and Zoning Director
City Council Meeting
August 4, 2026

Summary

- Question
 - City Council is being asked to consider an Ordinance for a Specific Use Permit Request to allow a Professional Aesthetic Clinic offering Advanced Aesthetic Treatments in a B-2 Retail Zoning District on approximately 1.03-acres of land, located at 6502 Bandera Road Suite 201.
- Options
 - 1. Approval
 - 2. Denial
 - 3. Other
- Declaration
 - The SUP is compatible with surrounding zoning

Purpose

- Property is zoned B-2 Retail District
- Applicant specializes in advanced cosmetic injectables and wellness treatments
- The property holds similar businesses that promote goods and services which are appropriate for surrounding districts.

Purpose

Sec. 15.02.381 – Permitted Use Table

Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Intradermal permanent cosmetics	X	SUP	SUP	P	P	U	U	U

Sec. 15.02.662 - Exceptions

(a) Where the proposed new construction of freestanding buildings, multi-tenant office buildings, shopping centers, trade centers, office/warehouses or industrial parks abuts any residential zoning district, a specific use permit must be obtained prior to the issuance of a building permit.

Location Map

{Section}.74.



Aerial View

{Section}.74.



Surrounding Zoning

{Section}.74.

- North: B-2 Retail District
- West: R-6 Garden House District
- East: B-2 Retail District
- South: B-2 Retail District & R-1 Single Family



Master Plan

- The Master Plan, Bandera Road South Corridor is comprised of Retail and Commercial users on developed lots
- Request is compatible with the City's Master Plan, as long as the applicant maintains the minimum setbacks and separation requirements from adjacent residential uses

Staff Comments

- Existing structure complies with code requirements
- Building permit required prior to construction

Notification

• Letters mailed to property owners within 200'	16
• Letters received in favor	1
• Letters received in opposition	0
• Letters returned undeliverable	1

Fiscal Impact

- The applicant has paid all fees associated with the processing of this Specific Use Permit request
- The development will increase ad valorem property taxes

Recommendation

- Staff has no objection to the issuance of a Specific Use Permit to allow the operation of a Professional Aesthetic Clinic offering advanced aesthetic treatments at 6502 Bandera Road Suite 201.

MAYOR AND CITY COUNCIL COMMUNICATION

DATE: August 4, 2026

TO: Mayor and City Council

FROM: Michael Gallardo, Planning and Zoning Director

THROUGH: Dr. Crystal Caldera, City Manager

SUBJECT: Presentation, Public Hearing, and Discussion of Approving a Specific Use Permit Request to Allow a Provider-led Wellness and Aesthetic Clinic Offering Advanced Aesthetic Treatments in a B-2 Retail District on Approximately 2.24 Acre Tract of Land, Located at 5309 Wurzbach Road Suite 106; and More Specifically Described as CB 4429A, Block 4, Lot 29, Crystal Lake Commercial– M. Gallardo, Planning and Zoning Director

PURPOSE & BACKGROUND

The purpose of this item is to consider a request to approve a Specific Use Permit (SUP) to allow a Provider-led Wellness and Aesthetic Clinic offering advanced aesthetic treatments in a B-2 Retail District. The property is surrounded by similar retail businesses, and the proposed concept is suitable for the furnishing of goods and services to surrounding residential areas. Due to the services provided a Specific Use Permit (SUP) is required under Chapter 15 Zoning, Division 12, Section 15.02.381, as the business will provide intradermal permanent cosmetics. Additionally, a Specific Use Permit (SUP) is required under Chapter 15 Zoning, Division 12, Section 15.02.662, as the property abuts a residential zoning district.

STAFF COMMENTS

The proposed Provider-led Wellness and Aesthetic Clinic will need to comply with all code requirements as outlined in Chapter 15 Zoning, Division 3 Administration, Section 15.02.103 to obtain a certificate of occupancy.

Surrounding Zoning

- North: B-2 Retail District and R-1 Single Family Dwelling
- West: B-3 Multi-family District
- East: B-3 Multi-family District
- South: B-3 Multi-family District

Notification

- | | |
|---|----|
| • Letters mailed to property owners within 200' | 15 |
| • Letters received in favor | 0 |
| • Letters received in opposition | 0 |
| • Letters returned undeliverable | 1 |

FISCAL IMPACT

The applicant paid all fees associated with the SUP application and the project will increase ad valorem and sales tax for Leon Valley.

RECOMMENDATION

Staff recommends approval of the request.

APPROVED : _____ DISAPPROVED : _____

APPROVED WITH THE FOLLOWING AMENDMENTS :

ATTEST :

Michael Gallardo

Planning and Zoning Director

ORDINANCE No. 2026-

AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL GRANTING A SPECIFIC USE PERMIT REQUEST TO ALLOW A PROVIDER-LED WELLNESS AND AESTHETIC CLINIC OFFERING ADVANCED AESTHETIC TREATMENTS IN A B-2 RETAIL ZONING DISTRICT LOCATED AT 5309 WURZBACH ROAD SUITE 106; AND MORE SPECIFICALLY DESCRIBED AS CB 4429A, BLOCK 4, LOT 29; PROVIDING A REPEALER CLAUSE; SEVERABILITY CLAUSE; NOTICE OF MEETING; SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE.

WHEREAS Chapter 211 of the Vernon's Local Government Code empowers cities to enact zoning regulations and provide for their administration, enforcement, and amendment; and

WHEREAS the City has previously deemed it necessary and desirable to adopt zoning regulations to provide for the orderly development of property within the City, to promote the public health, safety, and welfare of the residents of the City; and

WHEREAS the Leon Valley Code of Ordinances Chapter 15 Zoning constitutes the City's Zoning regulations and requires the property to be zoned in accordance with proper designations as defined by the City; and

WHEREAS the Planning and Zoning Commission of the City of Leon Valley provided adequate notice and held a public hearing in accordance with Chapter 15 of the Leon Valley Code of Ordinances; and

WHEREAS, the City Council, after proper notice and public hearing determined that the request is consistent and compatible with the surrounding zoning and with the City's Future Land Use Plan, and

WHEREAS the City Council of the City of Leon Valley now desires to grant the Specific Use Permit Request, as requested at the subject location.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LEON VALLEY, THAT:

SECTION 1. The request for a Specific Use Permit to Allow a Provider- led Wellness and Aesthetic Clinic Offering Advanced Aesthetic Treatments in a B-2 Retail Zoning District Located at 5309 Wurzbach Road Suite 106; and More Specifically Described as CB 4429A, Block 4, Lot 29, Leon Valley, Texas, is hereby approved.

SECTION 2. REPEALER CLAUSE. The provisions of the Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent by any other

ordinance.

SECTION 3. SEVERABILITY CLAUSE. If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the Leon Valley City Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

SECTION 4. SAVINGS CLAUSE. The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

SECTION 5. NOTICE OF MEETING CLAUSE. It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 6. EFFECTIVE DATE. This ordinance shall become effective on and after its passage, approval and publication as required by law.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Leon Valley this the 18th day of August 2026.

APPROVED

CHRIS RILEY
MAYOR

Attest: _____
SAUNDRA PASSAILAIGUE, TRMC
City Secretary

Approved as to Form: _____
ART RODRIGUEZ
City Attorney

Sec. 15.02.381 - Permitted use table

Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Automobile accessories - retail sales w/ installation and/or repair incidental	X	X	SUP	P	P	X	U	X

Sec. 15.02.321 - "B-2" retail district*(a) Purpose and description.*

(1) The B-2 district is composed of land and structures occupied by or suitable for the furnishing of retail goods and services to surrounding residential areas. The B-2 district is intended to allow a limited amount of outside storage of retail merchandise. The district regulations implement the policies of the master plan by 1) promoting the offering of goods and services which are appropriate for surrounding business districts; 2) protecting surrounding residential districts by requiring certain minimum yard and area standards are met; 3) encouraging economic viability and stability within the city.

(2) A general description of a "B-2" retail use is a business where the primary use specifically meets one or more of the following, and no ancillary use conflicts herewith:

(A) A retail facility the purpose of which is the sale or lease of personal, novelty, food, alcohol or household items, not including the sale or lease of vehicles, firearms, or wholesale items, with incidental alcohol consumption allowed on-site;

(B) A repair facility the purpose of which is the repair or maintenance of personal, novelty, or household items, including minor appliances, but not including vehicles, machinery or major appliances; and/or

(C) A service facility the purpose of which is providing a service to surrounding districts, including food services if incidental to the primary use, but not including vehicle, cremation, embalming, or any service in which there may be disposal, storage, or use of any federally or state regulated chemical, even if incidental to the primary use.

PZ-2026-14
Specific Use Permit Request
Driphaus Wellness and Beauty
5309 Wurzbach Road Suite 106

Michael Gallardo
Planning and Zoning Director
City Council Meeting
August 4, 2026

Summary

{Section}.75.

- Question
 - City Council is being asked to consider an Ordinance for a Specific Use Permit Request to allow a Provider–led Wellness and Aesthetic Clinic offering Advanced Aesthetic Treatments in a B-2 Retail Zoning District on approximately 2.24-acres of land, located at 5309 Wurzbach Road Suite 106.
- Options
 - 1. Approval
 - 2. Denial
 - 3. Other
- Declaration
 - The SUP is compatible with surrounding zoning

Purpose

- Property is zoned B-2 Retail District
- Applicant specializes in advanced cosmetic injectables and wellness treatments
- The property holds similar businesses that promote goods and services which are appropriate for surrounding districts.

Purpose

Sec. 15.02.381 – Permitted Use Table

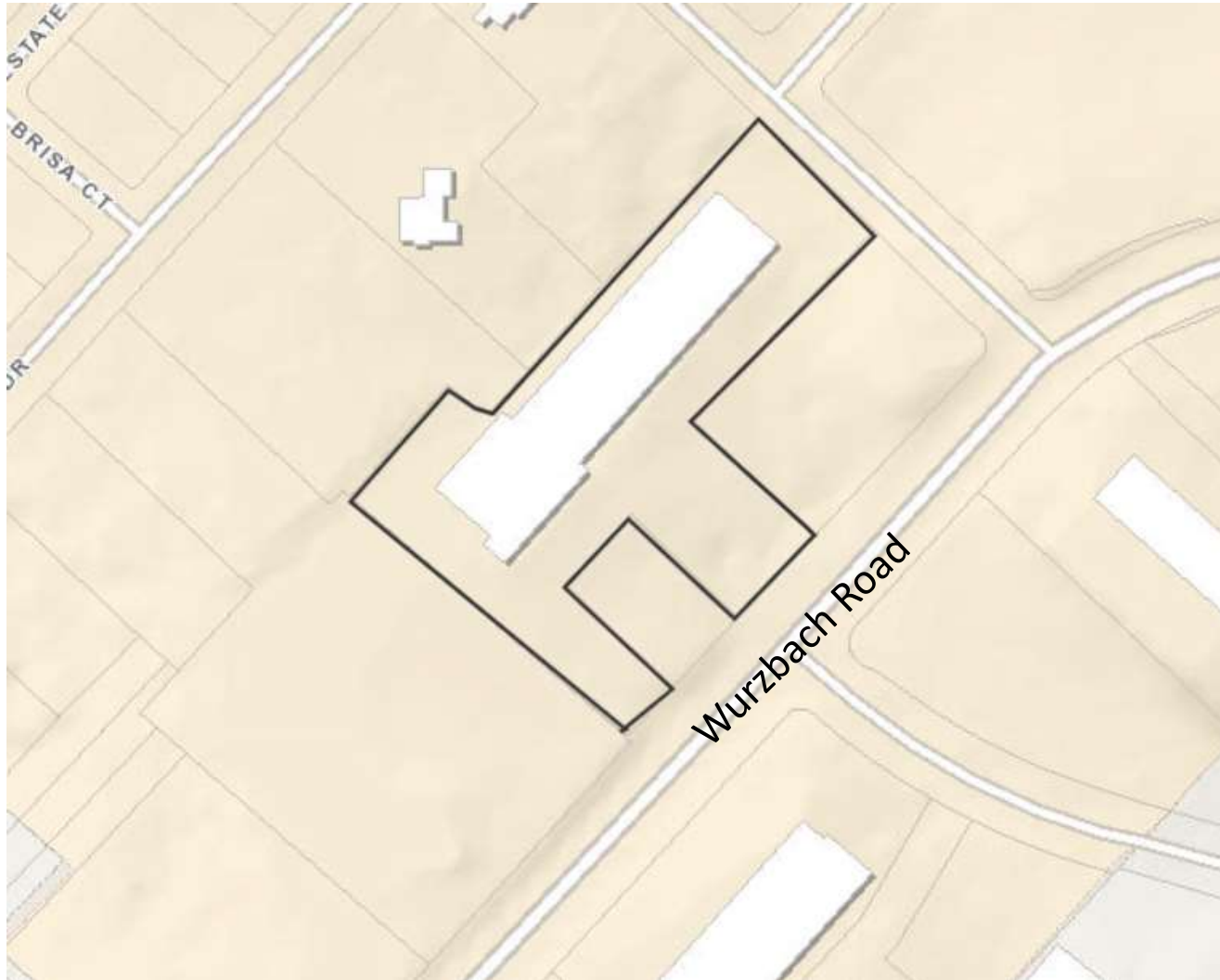
Use	O-1	B-1	B-2	B-3	I-1	SO	CIO	GO
Intradermal permanent cosmetics	X	SUP	SUP	P	P	U	U	U

Sec. 15.02.662 - Exceptions

(a) Where the proposed new construction of freestanding buildings, multi-tenant office buildings, shopping centers, trade centers, office/warehouses or industrial parks abuts any residential zoning district, a specific use permit must be obtained prior to the issuance of a building permit.

Location Map

{Section}.75.



Aerial View

{Section}.75.



Surrounding Zoning

{Section}.75.

- North: B-2 Retail District & R-1 Single Family
- West: B-3 Multi-Family District
- East: B-3 Multi-Family District
- South: B-3 Multi-Family District



Master Plan

- The Master Plan, Bandera Road South Corridor is comprised of Retail and Commercial users on developed lots
- Request is compatible with the City's Master Plan, as long as the applicant maintains the minimum setbacks and separation requirements from adjacent residential uses

Staff Comments

- Existing structure complies with code requirements
- Building permit required prior to construction

Notification

• Letters mailed to property owners within 200'	15
• Letters received in favor	0
• Letters received in opposition	0
• Letters returned undeliverable	1

Fiscal Impact

- The applicant has paid all fees associated with the processing of this Specific Use Permit request
- The development will increase ad valorem property taxes

Recommendation

- Staff has no objection to the issuance of a Specific Use Permit to allow the operation of a Provider-led Wellness and Aesthetic Clinic offering advanced aesthetic treatments at 5309 Wurzbach Road Suite 106.

Crystal Caldera

From: Billy Conn <billy@texasconcreteconstruction.com>
Sent: Thursday, July 2, 2026 11:49 AM
To: Crystal Caldera
Cc: David Murtagh; Nick Ferguson
Subject: RE: Century Communities Senna Concrete pours

You don't often get email from billy@texasconcreteconstruction.com. [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning, Dr. Caldera,

Thank you, Nick, for the introduction. My name is Billy Conn, and I run Texas Concrete with my mother, Laura Conn. I understand that the daylight construction and noise ordinances allow us to start at 7 am in Leon Valley. We will absolutely follow the rules set out. However, from a concrete perspective, a 7 a.m. start time is difficult on us for several reasons.

The first and most important is the heat. Higher temperatures decrease material performance and increase the effort necessary to finish rapidly curing concrete. When a temperature high for a day exceeds 90 degrees, we follow a four-step process to mitigate surface cracking, however, these steps only do so much to ensure a good quality product for the homeowner when we start after the sun comes up in the summer. At 90 degrees concrete cures almost twice as fast when compared to the engineered baseline. This is a huge factor in plastic shrinkage cracking that no amount of effort, process or chemical curing compound can overcome. Much like baking a cake at high temperature, the outside of the concrete dries faster than the interior which causes these surface shrinkage cracks. When allowed, we typically start pours at 4 a.m. especially during the summer months. This allows our finishers to have more time to leave a quality product as the heat of the day drastically speeds up the curing process. When starting later our finishers must work twice as fast in higher temperatures. Furthermore, after 80 degrees, concrete loses about 20% of its total potential compressive strength because of the hydration process which is highly sensitive to temperature. The decrease in compressive strength is majority factor when considering the longevity of a home. High temperatures negatively impact the performance of concrete and increase the physical demand on our guys.

The second is safety in two parts for our guys and that of other citizens. When we must pour later in the day, our finishers must work faster in hotter temperatures. As I mentioned above concrete cures much faster in hotter temperatures. In 90-degree heat concrete sets up in 1 to 3 hours. This is compared to 3 to 5 hours at 75 degrees. Our finishers must work much harder in the heat than they normally would in the cooler morning. This is a safety and health concern for our guys as the rapid curing process in high heat limits breaks and does not afford time for rest. The second part of the safety concern for starting early is to prevent as much as possible the amount of the large concrete trucks from being on the street at the same time as people going to work in the morning. The earlier that we can pour foundations, the more we are able to limit large trucks on residential streets where kids and families live. And, the more we protect our guys from laboring in excessive heat.

The third is traffic. The more traffic there is, the slower the concrete trucks turnaround times are. For concrete foundations, the goal is to pour as monolithically as possible. Monolithic pouring is a process defined by pouring entire foundations within the shortest window of time as possible. Pouring monolithically prevents cold joints which are caused by fresh concrete being placed next to concrete that has already cured forming an unbonded joint. Timely delivery of concrete is an integral part of pouring house slabs. The morning rush of traffic is a direct hindrance in our ability to prevent cold joints and the severe issues that stem from these joints.

My main concern is to pour concrete foundations as early as allowable. Flatwork is not included in this concern due to the yardage requirements and finishing differences. Thank you for hearing me out through all my concerns to achieve a quality product with safety in mind. We plan to pour 3 foundations next Wednesday 7/8/26. If a variance is a possibility, I would appreciate the opportunity to have a variance whenever possible but only for foundations. This is an important matter for the city of Leon Valley to consider because it ensures and promotes high quality homes in a high-quality city.

If you have questions or concerns, please feel free to reach out at any time, or we can set up an in person meeting so that I can elucidate any points that are not clear.

Thank you again for your consideration,

William Lawrence Conn
L-C Concrete Construction DBA Texas Concrete
P.O. Box 1628 Converse, Texas 78109
361-332-3205



Texas Concrete Construction Co.

From: Nick Ferguson <Nick.Ferguson@centurycommunities.com>
Sent: Wednesday, July 1, 2026 10:43 AM
To: c.caldera@leonvalleytexas.gov
Cc: Billy Conn <billy@texasconcreteconstruction.com>
Subject: Century Communities Senna Concrete pours

Good Morning Dr. Caldera,

This is Nick Ferguson Area Construction Manager for Century Communities. I wanted to email you and introduce Billy Conn of Texas Concrete. Billy is responsible for all Foundations and flatwork in the Senna Community and all other Century San Antonio communities they are assigned to. In an effort to maintain good relations with your office and the city of Leon Valley, we would like to make you aware of future concrete pours. As we discussed, the heat wave we are experiencing does cause issues with our curing and causes surface cracks to our foundations when we pour during the summer months. Billy might have some questions about what would be possible in the way of scheduled work variance if any. I will let Billy respond to this email but I am always available on my cell or to meet in person for any reason. Thank you for your time and if we don't speak soon, Happy Fourth of July.

Nick Ferguson
Area Construction Manager
San Antonio

Direct: 210.405.0375
Cell: 210.412.2255



CENTURY
COMMUNITIES

Email: Nick.Ferguson@centurycommunities.com



2330 N Loop 1604 W Access Road, Suite 112 San Antonio, TX 78248
www.centurycommunities.com

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OUTSTANDING CITY COUNCIL ITEMS

- **Four-way stop at Forest Meadow and Evers.**
 - To be evaluated upon the development of the Evers property.
 - Will be discussed at the 7/13/2024 council retreat
 - Waiting until after the development or until it is added by the city council.
- **Discussion on large capital projects – Possible Bond**
 - Public Works Building
 - ADA requirements
 - Crystal Hills Park
 - Pool
 - Dog Park
 - Library Annex
 - Will be discussed at the council retreat on 7/13/2024
 - This item was briefly discussed and will be brought back to the city council. September 17, 2024, council meeting.
 - Add to the town hall meeting for 2024 discussion
 - It was discussed, but did not go anywhere
 - Will be bringing this back for the 2025 discussion
 - Added to the 2026 THM
 - Recap to City Council 3/17/2026
 - Reviewed CIP on 4/5/2026
 - Council will review the Budget Survey on 4/21/2026
 - CIP is also scheduled for the Coffee Agenda on 4/25/2026
 - Will Discuss Budget Survey 5-5-26
 - Budget survey release 5-7-2026 due 6-1-26
 - City Council discussing items next mtg 7/14/26
 - Discussion continued on 7/21 and 8/4
- **Recycled Waterline to the LC 17 Section of H & B – March 17, 2026**
 - City Council wants more information
 - Dimaline will bring it back in May. The council wanted a cost for the potable water.
 - It has been put into the budget FY 27
- **Updating the City Manager Evaluation Form, March 17, 2026 – Mayor moved to Retreat moved to July 14, 2026 Item moved to July 29, 2026**
- **Update on ED incentives – Moved from April to May- New ED Director starts on April 20, 2026. Scheduled for 7/21/26. Mayor Moved to 8/4.**
- **Joint Mtg with P & Z on Permitted Use table – April 28, 2026 at 7p.m. Meeting with Russel Hernandez on June 11, 2026. Council will have first read on July 21, 2026. Legal Opinion was not back on time; scheduled for 8/4. Legal Opinion not scheduled on time; moved to 8/21.**
- **Silo design per request of the adjacent property owner**
 - 5/2/2023 – Moved by CM due to the number of items on the agenda.

- 5/16/2023 – Scheduled
 - Council requested outreach to local universities.
 - Melinda is working on quotes.
 - Council removed from FY 26 budget.
 - February 17, 2026, Silo request to purchase
 - Discuss development Agreement – April 7, 2026
 - Continue Discussion on -April 21, 2026
 - Will bring back once we have a survey of the Silo area
 - Coming back to Council 6-2-26, Development agreement approved by City Council.
- **City Council Timeline on Short-Term Rentals**
 - Short-term rentals have appeared on City Council agendas multiple times:
 - January 12, 2021 – Tabled
 - January 19, 2021 – Discussed
 - April 6, 2021 – Discussed
 - April 20, 2021 – Discussed
 - August 3, 2021 – Tabled
 - August 17, 2021 – Discussed
 - August 16, 2022 – Tabled
 - September 6, 2022 – Discussed
 - January 17, 2023 – Discussed
 - March 7, 2023 – Item added by Councilmembers Stevens and Orozco
 - Council directed the City Attorney to draft an ordinance based on the information provided.

Additional actions:

- July 22, 2023 – Draft ordinance discussed at Council retreat
- September 5, 2023 – First reading of ordinance amending regulations
- September 29, 2023 – Council feedback provided to the City Manager
- October 17, 2023 – City Manager presented Council feedback
 - Council directed staff to simplify the ordinance and bring it back for consideration
- November 7, 2023 – Second reading; ordinance passed unanimously establishing a registration process
- November 21, 2023 – Council adopted the Short-Term Rental Occupancy Tax remittance requirement
- July 15, 2025- Discussion and Possible Action on Revisions to the Short-Term Rentals
- August 5, 2025 -Council Executive session to discuss STR regulations
- August 19, 2025 – Council clarified the definition of “block face” and increased the registration fee
- February 17, 2026 – Discussion on the Occupancy Tax regulations
- March 3, 2026 -Discussion on the Occupancy Tax regulations -Tabled
- March 17, 2026 - Discussion on the Occupancy Tax regulations
- April 7, 2026 – Council will discuss regulations. City Council wants to discuss changes to the trash ordinance and increasing the regulations for STRs. Will be discussed at the Retreat on June 6, 2026

- New ordinance will be brought back to the City Council July 21, 2026
 - Second Read 8/4

ITEMS ARE STILL IN THE PIPELINE BUT HAVE BEEN ADDRESSED

- **Flooding**
 - Was addressed at the following Council Meetings.
 - 08/03/2021 – Flood damage prevention Ord. # 21-034.
 - 11/2/2021 – To discuss flood mitigation strategies.
 - 12/07/2021 – Short-Term options to address flooding.
 - Budget Adjustment – For funding floodway monitoring and software upgrades.
 - Upcoming Council presentation 1/18/2022.
 - Budget Adjustment – for creek cleanup.
 - Staff is proposing \$150,000 in ARP funds. Upcoming Council meeting TBD.
 - Segment one of Huebner Creek will be presented to the Council on 4/19/2022.
 - Council decided to look at the 50' wide, protected little league, the study will be brought back to the Council before we agree to do it.
 - Budget adjustment for creek cleanup.
 - 6/7/2022
 - Budget adjustment for flood gates and notification system.
 - 6/7/2022 postponed
- Huebner Creek Channel Improvement presentation 9/20/2022.
 - Council direction to bring back budget adjustment on \$633,000.
 - First Read 10/3/2022.
 - Second Read 10/18/2022.
 - 11/21/2023 – PW Director will provide an update and receive direction – Council decided to have a field trip to look at the creek layout TBD.
 - The Council decided to conduct a field trip in the Natural Area
 - 12/6/2023, the Council walked the staked-out creek realignment
 - 1/16/2023 – The Council will revisit the project.
 - 2/24/2023- the Council will have a workshop to discuss with the engineer.
 - The council directed the engineer to look at a plan that leaves the creek alignment alone, a new tree survey, and build a retaining wall for erosion.
 - 8/6/2024 – budget adjustment will be presented to the council in the amount of \$168,000
 - Second Read on the Budget Adjustment is scheduled for 8/20/2024.
 - After council approval, the following is the timeline:
 - Preliminary Design – 1.5 months (45 days) from NTP
 - Final Design – 3-4 months (90-120 days)

- Environmental – TBD – 3-6 months and will be concurrent with design
 - Bidding and Construction – TBD based on funding – Not authorized at this time
 - Approved
- Channel Bank options 11/19
 - Council decided to proceed with Rip Rap option and have staff proceed with SAWS addressing the exposed recycled water line.
- The Mayor requested that an item be added to have the engineers mark the trees that would be removed with the projects; this item is on the 1/17/2024 council meeting to be added for approval
 - City Council did not approve the expending of these funds and also had no objection to continuing the project
- Mayor, City Manager, Mayor Pro Tem and Engineer met with SAWS on 1/30/2025. To see what they would be willing to assist with. The City Manager asked if they would be willing to participate in an alternative that they engineered.
 - On 3/18/25, the City Council was asked to choose between the original option, rip-rap option, retaining wall option, or erosion. The City Council voted to pause the project.
 - Joint meeting with LVHS on 10/18/25
 - A workshop will be given in November by the engineer
 - 11/18 council will discuss changing the date.
 - Council decided to have the engineer evaluate the drop wall and the purchase of property.
- **Don't Feed the Deer – Schedule for October.**

Completed

- **Update on LV development – February**
- **Planning and Zoning General Rules 11/18**
 - The council decided to add an Ord. at the 12/16 meeting to have the excused or unexcused be approved by the body.
 - Second read is 1/20/25 for approval final approval 2/3/26
- **Extending El Verde by 2025 to 2030 – February 17, 2026 – Completed**
- **Park Veteran Monument- February 17, 2026 -Completed**
- **Ordinance on Amending the PDD**
 - Scheduled to go to the zoning commission meeting on 4/23/2024
 - The zoning commission tabled the item. Will revisit 5/28/2024
 - Zoning Commission revisited on 6/5/2024
 - The Zoning Commission will revisit in September
 - New Planning Zoning Director is working with the City Attorney.
 - Will bring back for discussion on 8/19/25- moved by Mayor

- Scheduled Discussion 9/2/2025
- City Manager's draft presented on 10/21/25
 - City Council will provide recommendations and give to the City Manager. Expected to come back on 11/18/25, the item was moved to the 12/2/25 meeting by the Mayor
 - 12/2/2025 City Council decided on the criteria
 - 12/16/2025 more discussion on the ord.
 - Delete this section 2/3/2026 – First read
 - Delete this section 2/17/2026-Second read
- **STR Tax Ord. Amendment**
 - February 17, 2026, First read
 - March 3, 2026, Second Read
 - Postponed due to language change, March 17, 2026 – this was done and passed unanimously
- **Crime Stats for calendar year – March 17, 2026 - Done**
- **Police staffing Executive Session – March 17, 2026 – Done**
- **THM Meeting Update March 17, 2026- Done**
- **Comprehensive Master Plan**
 - Was addressed at the following Council meetings:
 - 2/2/2021
 - 3/23/2021
 - 06/1/2021
 - This item was discussed during the budget process, and ultimately, the Council has decided not to spend the funds on this project at this time.
 - This will be discussed during the town hall meeting update with the council on 4/19/2022.
 - The council would like us to use our future land use map.
 - Establish neighborhood boundaries
 - The council has opted not to update the Master Plan.
 - P & Z Director investigating a university conducting the plan.
 - Boundaries of the neighborhood
 - This has been placed in the FY 2025 budget.
 - The Council has decided to move the \$250,000 to the city's emergency fund.
 - Item was moved back in after there were savings in other areas.
 - Rollover to FY 2026
 - Reviewing RFPs
 - March 17, 2026 – Council Selected Ardurra
 - Kickoff Meeting on May 5th at 5:30 with the council
- **Water item added to Coffee Agenda to Discuss Water Capacity and Conservation: Current Status and Future Outlook**
Scheduled for the Coffee Agenda 4/25/26