



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, June 06, 2023 at 6:30 PM

**AGENDA**

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**The City of Leon Valley City Council Shall Hold an In-Person Meeting with A Quorum of Members of City Council to Be Physically Present in The Leon Valley City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238. Some Members of City Council May Appear and Participate in The Meeting by Videoconference Pursuant to The Requirements Set Forth in The Texas Open Meetings Act.**

**Citizens May E-Mail Public Comments To [citizenstobeheard@leonvalleytexas.gov](mailto:citizenstobeheard@leonvalleytexas.gov). All Other Citizen Participation May Be Provided In-Person at City Council Chambers.**

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1. Call to Order; Determine a Quorum is Present, Pledge of Allegiance
2. **Citizens to be Heard**
3. **Presentations**
  1. The Honorable Judge Lawrence Morales will Administer the Oath of Office and There Will Be a Presentation of the Certificate of Election to Council Member-Elect, Benny Martinez, Council Place 1; Council Member-Elect, Philip Campos, Council Place 3; and Council Member-Elect, Will Bradshaw, Council Place 5.
  2. Presentation, Discussion, and Possible Action to Create a New Economic Development Program to Demolish and Clear Vacant Lot(s) for Redevelopment. - R. Salinas, Director of Economic Development
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:

Regular City Council Meeting, Tuesday, June 20, 2023, at 6:30 PM, in Council Chambers.

Flag Day and Flag Disposal Ceremony, Wednesday, June 14, 2023, at 6:30 PM, at Veteran's Park.

Coffee with the Mayor & City Council, Saturday, July 22, 2023, 9:00 AM to 11:00 AM, at the Leon Valley Conference Center.

Miscellaneous other events and announcements.

## 6. Consent Agenda

1. Discussion and Possible Action Approving of the Following City Council Minutes:
  - a. 05-16-2023 Regular City Council Meeting Minutes
2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:
  - a. 04-13-2023 Park Commission Meeting Minutes
  - b. 04-25-2023 Planning Zoning Commission Meeting Minutes
3. Presentation of the Monthly Financial Report Ending April 31, 2023 - C. Goering, Finance Director

## 7. Regular Agenda

1. Discussion and Possible Action of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 8 Offenses and Nuisances, to Add Article 8.15 Use of Public Property to Prohibit Persons from Camping, Lodging, Soliciting, or Sleeping on any Park, Public Median, Street, Drainageway, or Right-of-way; or on Any Private Property Without Permission from the Property Owner (1st Read was Held on 5-16-2023).
2. Presentation and Discussion on an Ordinance Amending Appendix A Fee Schedule, Article A2 Administrative Fees, Section A2.006 Library Fees (1st Read as Required by City Charter) - R. Reed, Library Director
3. Presentation, Discussion, and Possible Action to Consider Approval a Variance Request to Allow Geocaching in the Huebner-Onion Natural Area Park - M. Moritz, Public Works Director
4. Presentation, **Public Hearing**, and Possible Action to Approve a Replat with Variance Requests, of 0.3342-acre Tract of Land, Being Lot 4, Block 3, CB 9903, Brisa Estates at Leon Valley Subdivision, Located at 5301 Brisa Estates - M. Teague, Planning and Zoning Director

5. Discussion and Possible Action to Elect a Mayor Pro-Tem

8. **Citizens to be Heard**

9. **Requests from Members of City Council to Add Items to Future Agendas**

1. **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.**

10. **Adjournment**

**Executive Session.** The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code, Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).

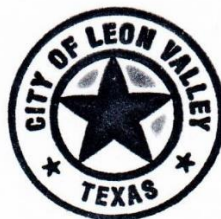
**Sec. 551.0411. MEETING NOTICE REQUIREMENTS IN CERTAIN CIRCUMSTANCES:** (a) Section does not require a governmental body that recesses an open meeting to the following regular business day to post notice of the continued meeting if the action is taken in good faith and not to circumvent this chapter. If an open meeting is continued to the following regular business day and, on that following day, the governmental body continues the meeting to another day, the governmental body must give written notice as required by this subchapter of the meeting continued to that other day.

**Attendance by Other Elected or Appointed Officials:** It is anticipated that members of other City boards, commissions and/or committees may attend the open meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These members of other City boards, commissions, and/or committees may not deliberate or act on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above **NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE LEON VALLEY CITY COUNCIL** was posted at the Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, and remained posted until after the meeting(s) hereby posted concluded. This notice is posted on the City website at <https://www.leonvalleytexas.gov>. This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements, call (210) 684-1391, Extension 216.



SAUNDRA PASSAILAIGUE, TRMC  
City Secretary  
MONTH XX, 2022 XX:XX PM



**MAYOR AND COUNCIL COMMUNICATION**

**DATE:** May 8, 2023  
**TO:** Mayor and Council  
**FROM:** Roque Salinas, Director of Economic Development  
**THROUGH:** Dr. Crystal Caldera, City Manager  
**SUBJECT:** Presentation, Discussion, and Possible Action to Create a New Economic Development Program to Demolish and Clear Vacant Lot(s) for Redevelopment. - R. Salinas, Director of Economic Development

**PURPOSE**

Through this program, grants will be provided for the demolition of qualified and underutilized commercial properties.

**FISCAL IMPACT**

The fiscal impact will be determined by the number of grants awarded.

**SEE LEON VALLEY**

***Social Equity*** – N/A

***Economic Development*** – The City will provide a diverse and versatile business environment that supports a healthy economy. The City will exhibit a distinctive and welcoming identity at its boundaries and throughout the community. The City will attract, expand and retain viable businesses to promote development and redevelopment and including a town-centered design.

***Environmental Stewardship*** – N/A

**STRATEGIC GOALS**

Revitalize declining commercial areas by creating, reviewing, and enforcing codes that impact Economic Development and Promote Leon Valley

**RECOMMENDATION**

City Council Discretion.

ATTEST :

**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

## **Commercial Property Demolition and Lot Clearing Grant Program Policy**

### **OVERVIEW**

The City of Leon Valley is committed to sustaining the highest standard of development and quality of life for its citizens. Enhancement and expansion of the city's economy are critical elements of that sustainability. Economic development is highly competitive; thus, incentives are often necessary to attract, retain businesses, and generate investment in the community.

The Commercial Property Demolition and Lot Clearing Grant Program is intended to encourage redevelopment of blighted, underused, derelict, substandard, and vacant lot commercial properties in order to improve the economic and community vitality of commercial areas. Blighted properties significantly limit the potential for higher development standards on adjacent properties and negatively impact the overall economic growth of Leon Valley.

Through this program, grants will be provided for the demolition of qualified and underutilized commercial properties. This will help move these properties to the redevelopment market. The program will also provide grants to clear vacant property, if said property is developed for commercial and/or retail use. This program does not apply to residential properties or home-based businesses.

### **ELIGIBILITY CRITERIA**

A commercial property owner may be eligible for assistance under this program for any commercial property. Demolition projects involving more than one parcel may be considered as separate projects for purposes of grant applications and awards, notwithstanding common ownership.

The property must meet all the following conditions:

1. The property must not be party in a legal suit or action naming the City of Leon Valley, Bexar County, State of Texas or any domestic jurisdiction.
2. The property must be free of any lien(s).
3. The property must not be part of any criminal or regulatory investigation by any agency.
4. The property must not be part of any civil inquiry.
5. The property must not have received a demolition grant in the last ten (10) years or has received any economic development funding in the last three (3) years from the City of Leon Valley for the same property.
6. The property must not be in foreclosure proceedings.
7. The property must not be listed under any protected designation that does not allow for demolition.

8. Grants will not be awarded to property owners whose demolition was approved and covered by insurance.
9. The Applicant shall have not received, nor will receive insurance monies for the revitalization project.

## **APPLICATION PROCESS**

An application must be submitted in the approved format to the Economic Development Department by the property owner. If the property has multiple owners, all owners must sign the application. Staff will verify ownership information.

1. The Economic Development Director will review the application and provide approval or denial of application.
  - a. A denied application will be given a written response. The applicant can resubmit a modified version of the denied application within 30 days of written notice. All denied letters will be submitted to council.
  - b. If the council wishes to bring the application before the body, two (2) members must sponsor the application to be placed on the agenda.
2. An approved application will be placed and will be reviewed by the City Council. During this process the City Council will provide their recommendation for the development of the property.
3. The applicant and the Economic Development Director will set up a meeting to discuss the development further. At this time performance measures will be proposed between the City and the applicant.
4. The application will be forwarded to the City Council with the proposed performance measures. The City Council will provide their recommendation for approval or denial. The City Council will have the final vote to either approve or deny the grant application.
5. The grant incentive will consist of a check(s) payment, based on an agreed reimbursement payment schedule entered between the City and the property owner.

## **PROGRAM REQUIREMENTS**

The applicant must meet all the requirements. If the applicant fails to meet requirements, the City has the right to reimbursement for all economic and community development funding received, and any attorney's fees or costs incurred while seeking reimbursement.

1. The owner(s) shall include three estimates detailing the demolition costs or clearing work and scope of work.
2. The application shall describe the owner's plans for the property after the demolition takes place,

as well as a project timeline with their application.

3. Applicants are to provide photographs of the project site as part of the application request and after the project is completed, as a condition of final grant funding.
4. Awards are not retroactive. The demolition grant must be approved before any demolition activity begins.
5. All applicable City regulations must be met. City approvals and permits must be obtained before the demolition commences.
6. Completion of demolition must occur within six months (6) of the grant approval.
7. After the demolition process is complete, supporting documentation (receipts, invoices, etc.) are required to be submitted to and approved by City Staff.
8. The owner must start the permitting process to develop within three months (3) after the completion of demolition. Exemptions and Extension must be granted by the City Council.
9. The owner must have erected a structure within twenty-four months (24) after the completion of demolition. Exemptions and Extension must be granted by the City Council.
10. A Leon Valley Economic & Community Development Grant sign must be displayed at the subject property during the demolition, construction and for a minimum of three (3) months after completion.
11. The owner must have a grand opening and invite city officials to the official ribbon cutting.
12. The applicant must certify that the applicant does not employ, nor will it employ any undocumented workers (an individual who, at the time of employment, is not lawfully admitted for permanent residence to the United States or authorized under law to be employed in that manner in the United States).
13. If sold, the City will be paid back the full amount of the grant within 30 days of closing.

### **PERFORMANCE AGREEMENT**

All applicants must enter into a separate performance agreement with the City. The terms will be determined by the applicant and the Director of Economic Development. This performance agreement must be approved by the City Council.

### **PROGRAM PREFERENCE**

Preferences will be given to applicants whose development has a significant increase in ad valorem tax, increase sales tax revenue, provide new jobs, and/or have other significant economic impact to the community.





**LEON VALLEY**  
*DEEP ROOTS. BIG IDEAS.*  
**FUNDING ALLOWANCE TABLE**

{Section}.32.

0 to 1,999 square feet	100% Reimbursement
2,000 to 4,999 square feet	Cost Sharing Venture: 75% City / 25% Owner
5,000 square feet or more	Cost Sharing Venture: 50% City / 50% Owner
*Program subject to availability of funds and shall not exceed \$100,000 per application	

DRAFT



# **Commercial Property Demolition and Lot Clearing Grant Program Policy**

Roque Salinas, MPA

Director of Economic Development

6/6/2023

# Summary

- The Commercial Property Demolition and Lot Clearing Grant Program is intended to encourage redevelopment of blighted, underused, derelict, substandard, and vacant lot commercial properties in order to improve the economic and community vitality of commercial areas. Blighted properties significantly limit the potential for higher development standards on adjacent properties and negatively impact the overall economic growth of Leon Valley.
- Through this program, grants will be provided for the demolition of qualified and underutilized commercial properties. This will help move these properties to the redevelopment market. The program will also provide grants to clear vacant property, if said property is developed for commercial and/or retail use. This program does not apply to residential properties or home-based businesses.

## **Options:**

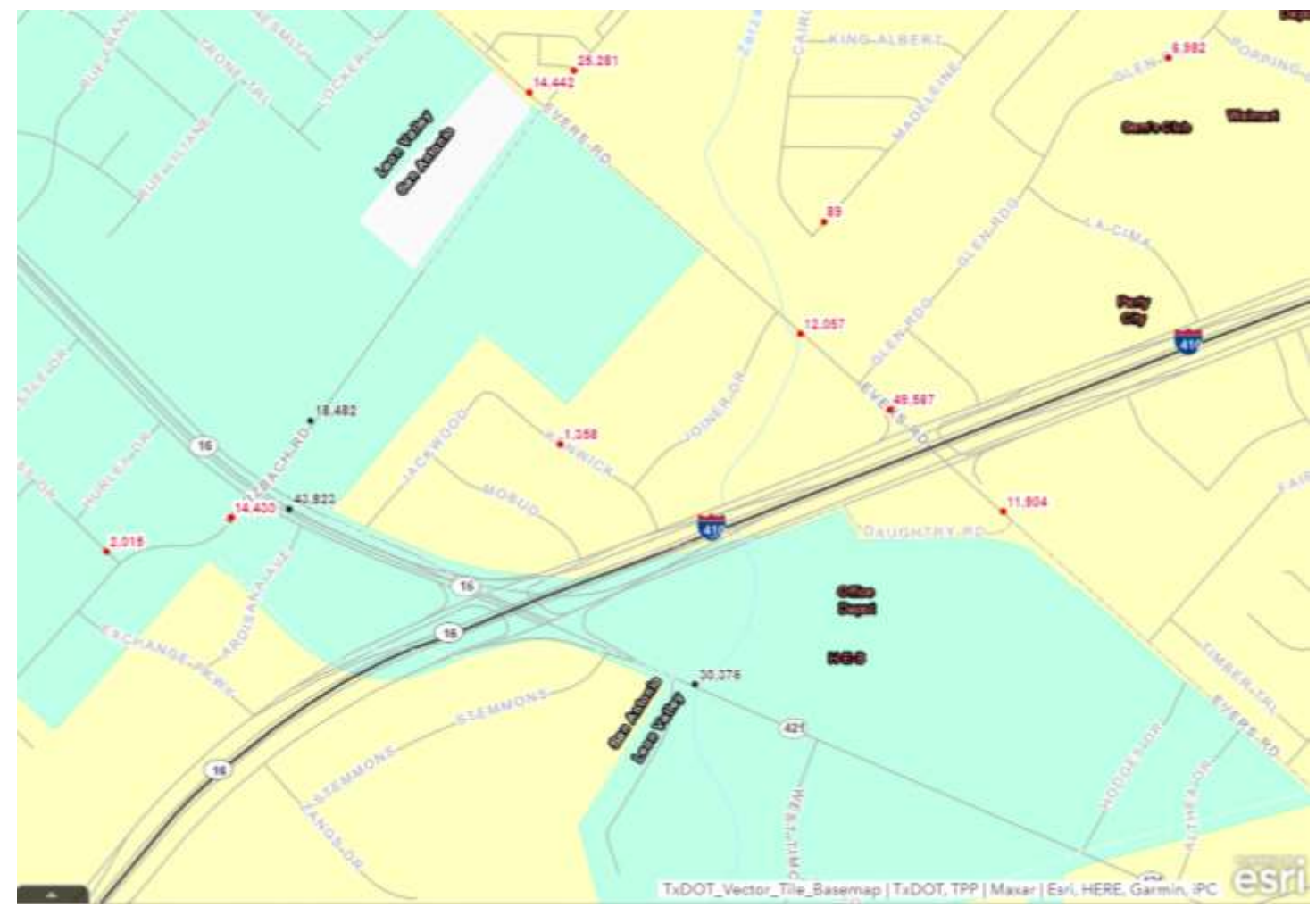
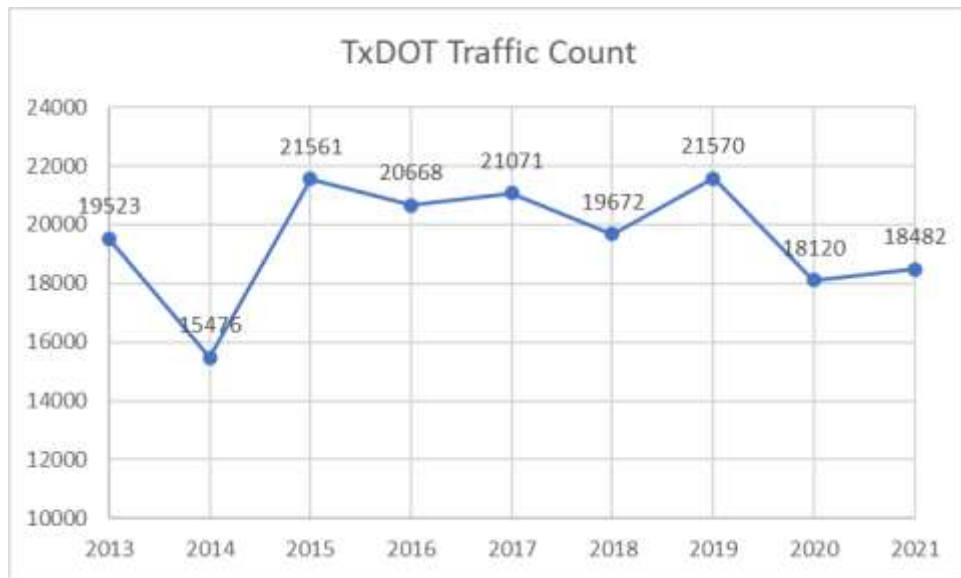
1. Approve moving forward
2. Denial moving forward

# ELIGIBILITY CRITERIA

- The property must meet all the following conditions:
  1. The property must not be party in a legal suit or action naming the City of Leon Valley, Bexar County, State of Texas or any domestic jurisdiction.
  2. The property must be free of any lien(s).
  3. The property must not be part of any criminal or regulatory investigation by any agency.
  4. The property must not be part of any civil inquiry.
  5. The property must not have received a demolition grant in the last ten (10) years or has received any economic development funding in the last three (3) years from the City of Leon Valley for the same property.
  6. The property must not be in foreclosure proceedings.
  7. The property must not be listed under any protected designation that does not allow for demolition.
  8. Grants will not be awarded to property owners whose demolition was approved and covered by insurance.
  9. The Applicant shall have not received, nor will receive insurance monies for the revitalization project.

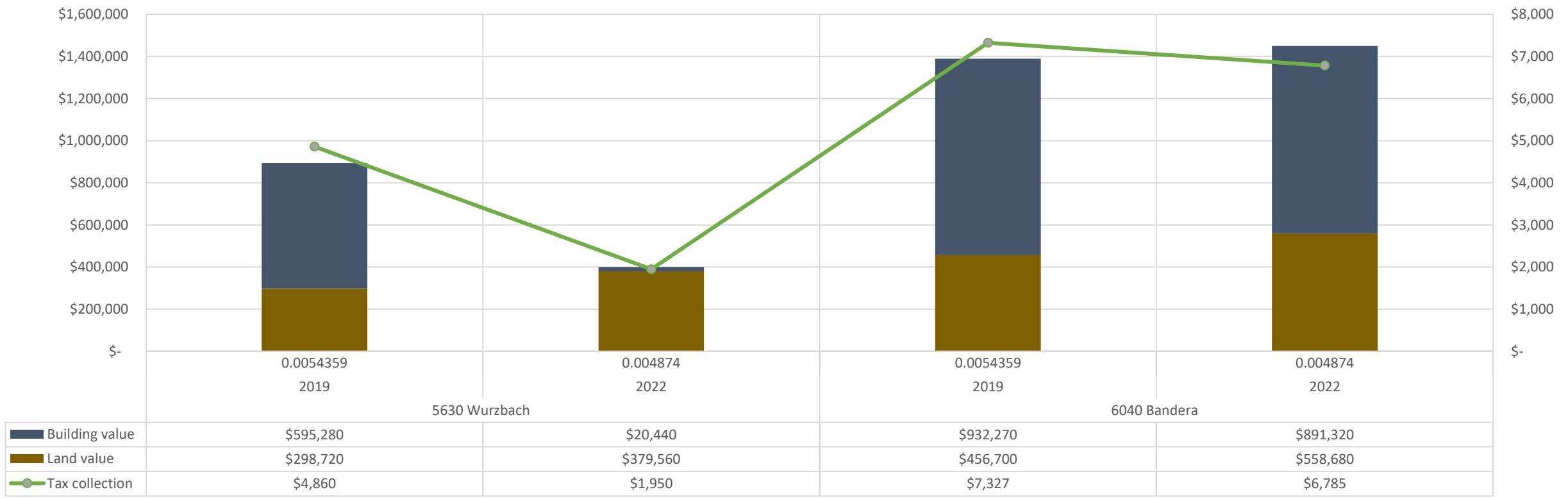
Example-  
5630  
Wurzbach  
1664 sq





# Property tax revenue loss

Property Value 5630 Wurzbach vs 6040 Bandera





# Reimbursement table

0 to 1,999 square feet	100% Reimbursement
2,000 to 4,999 square feet	Cost Sharing Venture: 75% City / 25% Owner
5,000 square feet or more	Cost Sharing Venture: 50% City / 50% Owner
*Program subject to availability of funds and shall not exceed \$100,000 per application	



# Fiscal impact

- The fiscal impact will be determined by the number of grants awarded.
- Example of 5616 Bandera Road or Comfort Café were \$22,000. However, if a building has environmental issues, then the cost can increase significantly.
- 5616 Bandera Road costs were as high as \$70,000 with environmental issues.

# S.E.E. Statement

## Social Equity:

- N/A

## Economic Development:

- The City will provide a diverse and versatile business environment that supports a healthy economy. The City will exhibit a distinctive and welcoming identity at its boundaries and throughout the community. The City will attract, expand and retain viable businesses to promote development and redevelopment and including a town-centered design.

## Environmental Stewardship:

- N/A



# Strategic Goals

**Economic Development** is a strategic goal outlined in Leon Valley's Strategic Plan.

- Revitalize declining commercial areas by creating, reviewing, and enforcing codes that impact Economic Development
- Promote Leon Valley

# Recommendation

- At council discretion



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, May 16, 2023 at 6:00 PM

**MINUTES**

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The City of Leon Valley City Council Shall Hold an In-Person Meeting with A Quorum of Members of City Council to Be Physically Present in The Leon Valley City Council Chambers, 6400 El Verde Road, Leon Valley, Texas 78238. Some Members of City Council May Appear and Participate in The Meeting by Videoconference Pursuant to The Requirements Set Forth in The Texas Open Meetings Act.

Citizens May E-Mail Public Comments To [citizenstobeheard@leonvalleytexas.gov](mailto:citizenstobeheard@leonvalleytexas.gov). All Other Citizen Participation May Be Provided In-Person at City Council Chambers.

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**1. Call to Order; Determine a Quorum is Present, Pledge of Allegiance**

**PRESENT**

- Mayor Chris Riley
- Council Place 1 Benny Martinez
- Council Place 2 Josh Stevens
- Council Place 3 Jed Hefner
- Mayor Pro Tem, Council Place 4 Rey Orozco
- Council Place 5 Will Bradshaw

Mayor Chris Riley called the meeting to order at 6:01 PM and announced that a quorum of City Council was present in Council Chambers.

Mayor Riley asked Councilor Jed Hefner to lead the Pledge of Allegiance.

**2. Citizens to be Heard**

None

**3. Presentations**

**1. Recognition of Outgoing Council Place 3, Jed Hefner in Appreciation of Service**

Mayor Chris Riley presented Councilor Jed Hefner a clock as a token of appreciation for his time and commitment serving as Council Place 3 for the last two (2) years.

Councilor Hefner spoke about all the accomplishments made over the last two (2) years.

**2. Presentation of a Proclamation Proclaiming the Week of May 21st - 28th, 2023 as Public Works Week - Mayor Chris Riley**

Mayor Chris Riley presented a proclamation to Melinda Moritz, Public Works Director declaring this Public Works Week in Leon Valley.

**3. Presentation, Discussion, and Possible Action on Proposed Capital Plans FY 2024 - Dr. Caldera, City Manager**

Crystal Caldera, City Manager presented the Proposed Capital Plans for Fiscal Year 2024.

**4. Presentation and Discussion on the Approval of the Annual Comprehensive Financial Report (ACFR) for Fiscal Year 2022 - Debbie Fraser, CPA**

Debbie Fraser, CPA presented the Annual Comprehensive Financial Report (ACFR) for Fiscal Year 2022.

**5. Discussion and Direction on Request to Paint Silos - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director gave a brief presentation on a request to paint the silos off of Huebner Road.

**6. Presentation, Discussion and Possible Action on Recap of 2023 Jazz Fest -C. Miranda, Community Relations Director**

Crystal Miranda, Community Relations Director presented a recap of the 2023 Jazz Fest.

Mayor Riley requested that the City Manager added the 2024 Jazz Fest to the upcoming retreat agenda.

**4. Announcements by the Mayor and Council Members.** At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

Announcements were made by Mayor Chris Riley and Members of City Council.

## 5. City Manager's Report

### 1. Upcoming Important Events:

**Regular City Council Meeting, Tuesday, June 06, 2023, at 6:30 PM, in Council Chambers.**

**Annual City-Wide Garage Sale, Saturday, May 20, 2023, from 8:00 AM to 6:00 PM.**

**Leon Valley Pools Open, Saturday, May 27, 2023. Hours of operation for each pool may be found here <https://www.leonvalleytexas.gov/parksrec/page/leon-valley-pools>**

**Big Rig Petting Zoo, Monday, June 05, 2023, from 10:30 AM - 12:00 PM, at Raymond Rimkus Park.**

**Administration of the Oath of Office to Newly Elected Officials, Tuesday, June 06, 2023 at 6:30 PM, During the Regular City Council Meeting.**

**Miscellaneous other events and announcements.**

## 6. Consent Agenda

A motion was made by Councilor Benny Martinez to approve the Consent Agenda as presented. The motion was seconded by Councilor Josh Stevens. The motion passed unanimously.

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

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:  
a. 05-02-2023 City Council Regular Meeting Minutes**
- 2. Discussion, and Possible Action of an Ordinance to Amend Planned Development District #2022-31 to Amend the Approved Site Plan on a 9.180 Acre Unplatted Parcel of Land Located at the Corner of Evers Road and Seneca Drive, Being P-4A, ABS 530, CB 4432 - (1st Read was Held on 5-2-23) - M. Teague, Planning and Zoning Director**
- 3. Presentation, Discussion and Action on Affirming the Settlement agreement the City Manager entered into with Texas Attorney General's Global Opioid Settlement, with Walgreen, Walmart, CVS, and Allergan - Dr. Caldera, City Manager**
- 4. Discussion and Possible Action on Extending Committee Terms from May 31, 2023 to June 30, 2023 - S. Passailaigue**
- 5. Discussion and Possible Action on a Resolution of the City of Leon Valley, TX., City Council Removing a Member from Earthwise Living Committee - S. Passailaigue, City Secretary**



## 7. Regular Agenda

- 1. Discussion and Possible Action on a Resolution and Order of The Leon Valley, Texas, City Council Canvassing the Returns and Declaring the Official Results of City of Leon Valley, Texas, May 06, 2023, General Election to Elect Three City Council Members for The City of Leon Valley, Texas; and a Special Election – Proposition A – “Whether the City of Leon Valley Crime Control and Prevention District Should be Continued for Five (5) Years and the Crime Control and Prevention District Sales Tax Should be Continued for Five (5) Years.”; and Special Election – Proposition B - "The Reauthorization of the Local Sales and Use Tax in the City of Leon Valley, TX at the Rate of One-Quarter (1/4) of One Percent (0.0025000) to Continue Providing Revenue for Maintenance and Repair of Municipal Streets. The Tax Expires on the Fourth Anniversary of the Date of this Election Unless the Imposition of the Tax is Reauthorized." – S. Passailaigue, City Secretary**

Saundra Passailaigue, City Secretary presented the Canvass of the May 06, 2023 General and Special Elections.

A motion was made by Councilor Josh Stevens to adopt the resolution canvassing the May 06, 2023 General and Special Elections. The motion was seconded by Councilor Rey Orozco. The motion passed unanimously.

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

- 2. Presentation, Discussion, and Possible Action of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 8 Offenses and Nuisances, to Add Article 8.15 Use of Public Property to Prohibit Persons from Camping, Lodging, Soliciting, or Sleeping on any Park, Public Median, Street, Drainageway, or Right-of-way; or on Any Private Property Without Permission from the Property Owner (1st Read as Required by City Charter) - M. Moritz - Public Works Director**

Melinda Moritz, Public Works Director presented an ordinance amending the Leon Valley Code of Ordinances, Chapter 8 Offenses and Nuisances, to Add Article 8.15 Use of Public Property to Prohibit Persons from Camping, Lodging, Soliciting, or Sleeping on any Park, Public Median, Street, Drainageway, or Right-of-way; or on Any Private Property Without Permission from the Property Owner.

Those who spoke on this item were: Pat Martinez (Leon Valley)

This item will be placed on the regular agenda for a second read.

- 3. Discussion and Possible Action on an Ordinance of the City of Leon Valley, TX., City Council, Approving (A) An Increase, Beginning January 01, 2023, In: (1) The General Residence Homestead Exemption in the City for an Individual in an Amount Equal to Twenty Percent (20%) of the Appraised Value of the Residence Homestead or the Statutorily Mandated Minimum of \$5,000; (2) Homestead Property Tax Exemption for Persons 65 Years of Age or Older from \$30,000 to**

**\$50,000; and (3) Homestead Property Tax Exemption for Disabled Persons from \$30,000 to \$50,000; and (B) Amendments to Chapter 11 of the City of Leon Valley Code of Ordinances to Add Such Exemptions (1st Read was Held 05-02-2023) - Councilor Josh Stevens and Councilor Jed Hefner**

Councilor Josh Stevens presented an ordinance of the City of Leon Valley, TX., City Council, approving (A) an increase, beginning January 01, 2023, in: (1) The General Residence Homestead Exemption in the City for an individual in an amount equal to twenty percent (20%) of the appraised value of the residence homestead or the statutorily mandated minimum of \$5,000; (2) Homestead Property Tax Exemption for persons 65 years of age or older from \$30,000 to \$50,000; and (3) Homestead Property Tax Exemption for disabled persons from \$30,000 to \$50,000; and (B) amendments to Chapter 11 of the City of Leon Valley Code of Ordinances to add such exemptions for a second read.

A motion was made by Councilor Will Bradshaw to approve the item as presented. The motion was seconded by Councilor Jed Hefner.

Those who spoke on this item were: Council-Elect Philip Campos; Olen Yarnell (Leon Valley)

Mayor Riley asked City Secretary Sandra Passailaigue to take a roll call vote. City Secretary Passailaigue proceeded with a roll call vote to which the City Council replied:

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

Voting Nay: Council Place 1 Martinez

The motion passed.

**4. Discussion and Possible Action on an Ordinance to Amending the Leon Valley Code Of Ordinances, Chapter 15 Zoning, Division 2 – Rules Of Construction and Definitions, Sec. 15.02.052 – Definitions and Division 7 Permitted Use Table, Section 15.02.381 to Update Definitions and Allow the Uses “Bar/Tavern”, “Bar/Tavern With Outdoor Entertainment Area”, “Nightclub/Large Tavern”, “Entertainment – Indoor”, and “Entertainment - Outdoor” In Certain Zoning and Overlay Districts With and Without a Specific Use Permit and to Revise Certain Notes (1<sup>st</sup> Read Held 5/2/2023) R. Salinas, Director of Economic Development**

Roque Salinas, Economic Development Director presented an ordinance to amending the Leon Valley Code of Ordinances, Chapter 15 Zoning, Division 2 – Rules of Construction and Definitions, Sec. 15.02.052 – Definitions and Division 7 Permitted Use Table, Section 15.02.381 to update definitions and allow the uses “Bar/Tavern”, “Bar/Tavern with Outdoor Entertainment Area”, “Nightclub/Large Tavern”, “Entertainment – Indoor”, and “Entertainment - Outdoor” in certain Zoning and Overlay Districts with and without a Specific Use Permit and to revise certain notes.

Councilor Jed Hefner made a motion to approve the ordinance as presented. Councilor Will Bradshaw seconded the motion.

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

**5. Discussion and Possible Action on a Date and Time for the City Manager/City Council Annual Retreat**

Members of City Council along with Council-Elect Philip Campos discussed dates to hold the Annual City Manager/City Council Retreat.

There was a consensus to hold the City Manage/City Council Annual Retreat on July 22, 2023 following the Coffee with the Mayor and City Council.

Crystal Caldera, City Manager requested that all topics of discussion be provided to her by July 6, 2023.

**8. Citizens to be Heard**

None

**9. Requests from Members of City Council to Add Items to Future Agendas – Per Section 3.10 (A) of the City of Leon Valley’s Code of Ordinances, at a meeting of City Council, a member of City Council may place an item on an agenda by making a motion to place the item on a future agenda and receiving a second. No discussion shall occur at the meeting regarding the placement of the item on a future agenda.**

Councilor Jed Hefner suggested that the City Council consider holding one meeting a month.

Mayor Chris Riley announced that she would not be present at the June 6th meeting; and the new Council will be sworn in at that meeting as well.

**10. Adjournment**

Mayor Riley announced that the meeting adjourned at 10:11 PM

**These minutes approved by the Leon Valley City Council on the 6th of June, 2023.**

**APPROVED**

\_\_\_\_\_  
**CHRIS RILEY  
MAYOR**

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



## Leon Valley Park Commission Meeting Minutes

The Park Commission of the City of Leon Valley, Texas met on the 13th day of April 2023, at 6:30 p.m., at Raymond Rimkus Park, 6440 Evers Road, Leon Valley, Texas, 78238 for the purpose of the following business, to-wit:

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### 1. Call to Order, Pledge of Allegiance, and Determine if Quorum is Present.

Park Commission Chairman Roger Christensen called the meeting to order at 6:57 p.m., with the following Commissioners in attendance: Vice-Chairwoman Danielle Bolton and Commissioners Evan Bohl, Ann Sawyer, Elaine Valdez, and 1<sup>st</sup> Alternate Tom Benavides. Absent were Commissioners Julie Carreon-Martinez, Diane Frazier, Nancy Marrufo, and Denise Berger.

Also present at the meeting were resident Mr. Drew Power and Staff Liaison Melinda Moritz.

### 2. Review and Approval of the March 9, 2023, Park Commission Minutes – (Commissioners)

Commissioner Benavides asked that Ms. Berger's first name be corrected and moved to approve the minutes as corrected, which was seconded by Commissioner Valdez, and the motion carried unanimously.

### 3. Citizens to Be Heard

There was no one present wishing to speak.

### 4. Old Business

There was no old business to discuss.

### 5. New Business

#### A. Discussion – Linkwood Addition – Pavona Place Trail (M. Moritz)

Staff member Moritz explained that the trail, located at the north end of Evers Road, had been constructed in the 1990's, but had been allowed to deteriorate. She noted that when the Construction Crew started clearing the trees and a pathway, they discovered the old road base that had been installed for a trail. She noted that the Crew would be

rehabilitating the old road base and constructing a new portion of trail from where the existing portion stopped to Linklea Street in the Linkwood Addition Subdivision.

Commissioner Valdez expressed her concern about the fence. Ms. Moritz explained that the fence was installed at the request of St. John's Baptist Church, as they felt trail goes might trespass upon their property. Ms. Valdez also noted that she had seen vehicles travelling in the area behind the homes. Ms. Moritz explained that there was a sixteen-foot alley behind the homes and that alleys are minor public rights of way, but that the trail would be separated from the alley. Ms. Valdez expressed her desire to have a picnic table installed near the outdoor fitness equipment area. Ms. Moritz stated that the Park Commission could recommend any sort of amenity for that area. Chairman Christensen noted that the Park Commission would be meeting at the trail in May, and they could collectively decide what other amenities should be installed in that area.

### **B. Bandera Road Bridge Scour Repairs (M. Moritz)**

Staff member Moritz explained that the Texas Department of Transportation (TxDOT) had notified the city that they were preparing a project to repair the scour under the Bandera Road bridge at the Huebner-Onion Natural Area Park. She noted that they would be installing riprap on an existing scour hole and replacing a portion of riprap that had been undermined.

Commissioner Bohl asked if the project had already been approved. Ms. Moritz stated that TxDOT was only in the planning and engineering stage, but that they would notify the city when the project was to begin.

### **C. Report from the Swimming Pool Subcommittee**

Commissioner Valdez reported that the subcommittee had immediately met after the last Park Commission meeting and discussed the proposed pool contract with the San Antonio Pool Management Company, noting that the contract did not adequately address her concerns and that it needed to further address compliance with current state laws. She stated that she had redlined the proposed contract and submitted it to city staff for review. Ms. Moritz stated that the City Attorney and she had reviewed the redlined copy and that some of the suggested items had been incorporated into the new contract. She stated that she would get a copy of the contract to the Pool Subcommittee.

Commissioner Bohl inquired as to the necessity and duties of having a pool subcommittee. Chairman Christensen stated that it was important that a group of persons had oversight of the pools and their operations. He then asked that when the pool contract next came up for review and advertisement, the proposal be brought to the subcommittee for review.

**6. Commissioner and Staff Comments.**

Commissioner Valdez stated that she had wanted to hold a pool party for the Pavona Place Homeowner’s Association, but that when she called the San Antonio Pool Management Company, she was told that she had to provide separate insurance, so she decided to contact the City of San Antonio (COSA) to hold it at one of their pools instead. She noted that the Leon Valley pools were not ADA accessible and that she did not agree with allowing alcohol consumption at the pools, so she recommended the use of the COSA pool to the Pavona Place HOA.

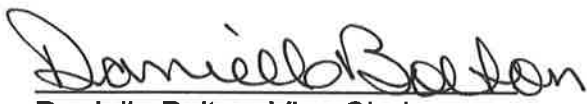
Commissioner Bohl stated that he had been busy watching the legislative sessions in Austin, but that it was good to be at the Park Commission meeting. He noted that he was advocating for the City of Leon Valley in acquiring funding for water and sewer infrastructure projects. He noted that the progress was slow and that it could take a year, but he was hoping to get commitments from the legislators.

Chairman Christensen thanked the Commissioners for attending and stated that the El Verde Road Hike & Bike Trail construction was progressing nicely. He noted that a fence was planned to separate the trail from the residential homes along El Verde and he encouraged the Park Commissioners to acquaint themselves with the trail.

**8. Adjourn.**

Chairman Christensen asked for a motion to adjourn. Vice Chair Bolton made a motion to adjourn the meeting, which was seconded by Commissioner Bohl. The motion carried unanimously. The meeting was adjourned at 7:23 pm.

*These minutes were approved at the May 11, 2023, Park Commission meeting.*

  
Danielle Bolton, Vice-Chair

5/11/23  
Date



**City of Leon Valley  
PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
6:30 PM – APRIL 25, 2023  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238**

**1. CALL TO ORDER AND ROLL CALL**

Chair Catherine Rowse called the Planning and Zoning Commission meeting to order at 6:36 PM.

**PRESENT**

Commissioner	Andrea Roofe	Place 2	Arrived – 6:39 PM
Commissioner	Philip Campos	Place 3	
Commissioner	Pat Martinez	Place 4	
Chair	Cassie Rowse	Place 5	
2nd Vice Chair	Erick Matta	Place 6	
Commissioner	Richard Blackmore	Place 7	
2nd Alternate	Hilda Gomez	Seated to Vote	
3rd Alternate	David Perry		
Council Liaison	Benny Martinez	Council Place 1	

**ABSENT**

1st Vice Chair	Edward Alonzo	Place 1	Excused
1st Alternate	Kimberly Bohl		Excused

Also in attendance were Planning and Zoning Director Mindy Teague and Public Works Director Melinda Moritz.

**2. APPROVAL OF ZONING COMMISSION MINUTES**

**1. Planning & Zoning Commission - Regular Meeting – April 25, 2023**

Chair Rowse asked that the minutes reflect an excused absence for Commissioner Pat Martinez for the previous meeting. Commissioner Philip Campos noted that he was present at the previous meeting and the minutes should reflect that change as well.

Commissioner Erick Matta made a motion to approve the minutes with corrections, which was seconded by Commissioner Richard Blackmore. The motion carried unanimously.

Chair Rowse then proposed to move New Business item 3.2 ahead of Item 3.1, as the persons present in the audience were at the meeting to hear the proposal. By consensus, the Item was moved.



**3. NEW BUSINESS**

- 2. Presentation, Public Hearing, and Discussion to Consider a Recommendation on a Request to Amend Planned Development District (PDD) #2022-31, being a 9.180 Acre Unplatted Parcel of Land Located at the Corner of Evers Road and Seneca Drive, P-4A, ABS 530, CB 4432 - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information, and a brief discussion was held between Commissioners, Public Works Director Melinda Moritz, and Planning and Zoning Director Mindy Teague regarding the request to amend the original PDD to relocate the entrance due to a utility pole conflict, reduce the number of housing units from 94 to 67, and to retain the ability to construct the original number of units if need be.

Property Owner Mr. Samir Chehade presented the amendment information, and a discussion was held between the Commissioners, Public Works Director Melinda Moritz, and attendees regarding the purpose of decreasing the number of homes, retention pond, setbacks from other properties, potential start date for project.

Mr. Chehade then introduced Mr. Drake Thompson with Texas Homes, who stated that he had been in the home building business for a long period of time and then discussed the reasons for reducing the number of units in this project, mostly being based on current market conditions. A brief discussion was held regarding average square footage of homes, location of development, price range and plot size.

Chair Catherine Rowse opened the public hearing at 7:31PM.

Residence from the area spoke, noting their concerns regarding flooding, parking, car break ins, deer, traffic, dumping and crime. Residence also spoke regarding wanting new houses in the area and the retention pond being a good idea.

The following residents spoke in opposition: Roland Soto and Larry Fay.

The following residents spoke in favor: Karen Nolan Tom Nolan

Resident Sandra Morgan stated that she had seen trash and debris being dumped on the property.

Chair Catherine Rowse closed the public hearing at 7:49PM.

Commissioner Philip Campos made a motion for approval of the proposed amendments to PDD #2022-31, which was seconded by Commissioner Andrea Roofe. The motion carried unanimously.

Voting Yea: Commissioners Campos, Roofe, Martinez, Matta, Blackmore, Chair Rowse, and 2<sup>nd</sup> Alternate Gomez.

Voting Nay: None

- 1. Presentation and Discussion to Consider a Recommendation on a Request to Waive Fees for an Amendment to Planned Development District #2022-31 - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the case information, noting that the \$5,000 fee for amending a PDD was the same as a fee for a new PDD and that the application and review process was much simpler for an amendment. Mrs. Teague suggested a fee of \$1,000, which was in keeping with the amount of work required by staff for this project.

Chair Catherine Rowse opened the public hearing at 7:55 PM and seeing nobody wished to speak closed the public hearing at 7:55 PM.

Commissioner Erick Matta made a motion to recommend approval as presented, which was seconded by Commissioner Andrea Roofe.

Voting Yea: Commissioners Campos, Martinez, Roofe, Matta and Chair Rowse and 2<sup>nd</sup> Alternate Gomez

Voting Nay: Commissioner Blackmore

- 3. Discussion and Public Hearing to Consider a Recommendation on a Non-Specified Use Request to Allow the Use "Bar" in the O-1 Office with a Specific Use Permit, and in the B-1 Small Business, B-2 Retail, B-3 Commercial, and I-1 Industrial Zoning Districts without a Specific Use Permit (SUP), to Allow the Use "Entertainment – Indoor" in the B-2 and B-3 Zoning Districts without an SUP, and the Use "Entertainment – Outdoor" to be Allowed in the B-2, B-3, and I-1 Zoning Districts without an SUP- R. Salinas, Director of Economic Development

Director of Economic Development Roque Salinas presented the case and a discussion was held regarding SUP requirements for a bar in an area zoned for offices, that Bandera Road backs up into a neighborhood for almost its entire length, the number of vacant properties and spaces on Bandera Road, family-oriented bar or mixed-use bar, why change the code, problems, police, revenue, safety, Master Plan content, the Longtab Brewing Company, mitigating risks, restrictions on establishments, the existing noise ordinance, revitalizing the city, and the community wanting more entertainment in area.

Chair Catherine Rowse opened the public hearing at 8:43 PM and seeing nobody wished to speak, she closed the public hearing at 8:43 PM. She then asked the Commissioners to vote on each amendment separately as follows:

**Entertainment - Outdoor - Change B-2, B-3, and I-1 to permitted in the Permitted Use Table**

Commissioner Pat Martinez made a motion to approve the change as presented, which was seconded by Commissioner Philip Campos.

Voting Yea: Commissioners Martinez, Campos, Roofe, Matta and Chair Rowse  
 Voting Nay: Commissioner Blackmore and 2<sup>nd</sup> Alternate Gomez

**Entertainment - Indoor - Change B-2, B-3, and I-1 to permitted in the Permitted Use Table**

Commissioner Andrea Roofe made a motion to approve the change as presented, which was seconded by Commissioner Philip Campos.

Voting Yea: Commissioners Roofe, Campos, Martinez, Matta, and Chair Rowse  
Voting Nay: Commissioners Blackmore and 2<sup>nd</sup> Alternate Gomez

**Bar - Change to SUP in O-1 and Permitted in B-1, B-2, B-3, and I-1 in the Permitted Use Table**

Commissioner Erick Matta made a motion to approve the change as presented, which was seconded by Commissioner Andrea Roofe.

Chair Catherine Rowse requested a roll call vote. Planning and Zoning Director Mindy Teague proceeded with a roll call vote as follows:

Voting Yea - Commissioners Campos, Matta, Chair Rowse, and Martinez

Voting Nay - Commissioner Blackmore and 2<sup>nd</sup> Alternate Gomez

Chair Rowse announced the motion carried.

- 4. Workshop to Discuss Revisions to the Leon Valley Code of Ordinances, Chapter 15 Zoning to Eliminate the General, Sustainability, and Commercial/Industrial Standards and Districts - M. Teague, Planning and Zoning Director

Planning and Zoning Director Mindy Teague presented the information, and a brief discussion was held between the Commissioners and Public Works Director Melinda Moritz to approve moving the definitions, intent, parking, landscaping, and lighting requirements from the General Overlay Standards to other pertinent areas of the Zoning Code. Ms. Moritz noted that the changes would be brought back to the Commissioners as red lined text at a later date.

**4. ANNOUNCEMENTS BY COMMISSIONERS AND CITY STAFF**

Chair Catherine Rowse reminded everyone to go vote.

Commissioner Campos asked that snacks be made available at the meetings.

**5. ADJOURNMENT**

Chair Catherine Rowse announced the meeting adjourned at 8:55 pm.

*These minutes were approved by the Leon Valley Planning & Zoning Commission on the 23<sup>rd</sup> of May 2023.*

APPROVED



EDWARD ALONZO  
1<sup>ST</sup> VICE CHAIR

ATTEST:



ELIZABETH AGUILAR  
PERMIT TECHNICIAN



# City of Leon Valley April Financial Report

Carol Goering  
Finance Director

City Council Meeting  
June 6, 2023

**City of Leon Valley  
Monthly Financial  
April 2023**

{Section}.63.

General Fund

Target Percentage 58.33%

REVENUE	FY 2023 BUDGET	FY 2023 Y-T-D ACTUAL		FY 2022 Y-T-D ACTUAL	
Ad Valorem	\$ 5,476,000	\$ 5,089,083	92.9%	\$ 4,859,986	87.8%
Sales Taxes	3,719,631	1,557,954	41.9%	1,388,059	46.3%
Franchise Taxes	911,798	513,401	56.3%	342,860	38.0%
Licenses, Permits, Fees & Fines	1,576,080	577,429	36.6%	1,922,951	-591.4%
Miscellaneous	650,516	359,144	55.2%	264,499	17.1%
Transfers In	2,080,594	1,889,208	90.8%	512,420	19.8%
<b>Total Revenue</b>	<b>\$ 14,414,619</b>	<b>\$ 9,986,219</b>	<b>69.3%</b>	<b>\$ 9,290,774</b>	<b>70.1%</b>

**EXPENDITURES**

Municipal Court	\$ 419,050	\$ 219,428	52.4%	\$ 97,490	23.3%
Finance	407,845	221,749	54.4%	97,613	23.9%
Council & Manager	1,329,819	759,385	57.1%	580,299	36.0%
Information Technology	315,183	147,593	46.8%	-	-
Police	3,311,063	1,890,806	57.1%	1,495,606	44.6%
Traffic Safety Program	-	-	-	230,073	83.4%
Red Light Cameras	-	-	-	569,418	-39.2%
Impound Lot	113,594	72,853	64.1%	83,382	-72.6%
Fire	3,623,269	1,962,730	54.2%	1,879,931	51.7%
Public Works	2,232,693	1,112,269	49.8%	843,283	36.2%
Planning and Zoning	515,533	200,387	38.9%	190,958	37.0%
Economic Development	292,549	77,600	26.5%	194,138	-60.9%
Special Events	140,350	38,922	27.7%	16,512	9.5%
Parks & Recreation	281,400	83,241	29.6%	132,974	8.1%
Library	572,648	250,616	43.8%	249,910	38.9%
Transfers Out	1,200,569	659,000	54.9%	-	-
<b>Total Expenditures</b>	<b>\$ 14,755,565</b>	<b>\$ 7,696,579</b>	<b>52.2%</b>	<b>\$ 6,661,588</b>	<b>47.3%</b>

# Water & Sewer Fund

## April

{Section}.63.

### Water/Sewer/Storm Water Fund

Target Percentage 58.33%

REVENUE	FY 2023 BUDGET	FY 2023 Y-T-D ACTUAL		FY 2022 Y-T-D ACTUAL	
Water Sales	\$ 2,007,300	\$ 1,060,137	52.8%	997,485	49.3%
Sewer Sales	2,486,600	1,438,996	57.9%	1,338,816	54.3%
Storm Water	589,288	261,208	44.3%	218,329	47.5%
Connection & Platting	-	-	-	-	-
Customer Fees	71,983	44,794	62.2%	41,926	73.9%
Tapping Fees	-	-	-	-	-
Miscellaneous	6,200	77,938	54.2%	2,645	92.0%
<b>Total Revenue</b>	<b>\$ 5,161,371</b>	<b>\$ 2,883,072</b>	<b>55.9%</b>	<b>\$ 2,599,200</b>	<b>43.8%</b>

### EXPENDITURES

Business Office	\$ -	\$ -	-	\$ 516,021	200.7%
Water System	1,002,017	554,013	55.3%	1,764,900	81.1%
Sewer System	2,204,520	925,817	42.0%	1,138,401	40.5%
Storm Water	822,246	43,248	5.3%	221,137	12.4%
Other Sources/Uses	2,125,406	2,269,467	106.8%	-	-
<b>Total Expenditures</b>	<b>\$ 6,154,189</b>	<b>\$ 3,792,545</b>	<b>61.6%</b>	<b>\$ 3,640,459</b>	<b>53.8%</b>

# Community Center Fund

## April

{Section}.63.

### Community Center Fund

Target Percentage 58.33%

REVENUE	FY 2023 BUDGET	FY 2023 Y-T-D ACTUAL		FY 2022 Y-T-D ACTUAL	
Hotel/Motel Taxes	\$ 70,000	\$ 31,526	45.0%	\$ 19,518	27.9%
<b>RENTAL FEES</b>					
Community Center	50,000	25,713	51.4%	20,704	41.4%
Conference Center	-	10,504	-	8,234	-
Miscellaneous Revenue	100	5,317	425%	69	69.3%
Transfers in	24,567	-	-	-	-
<b>Total Revenue</b>	<b>\$ 144,667</b>	<b>\$ 73,060</b>	<b>50.5%</b>	<b>\$ 48,524</b>	<b>33.5%</b>

EXPENDITURES					
Community Center Operations	\$ 144,667	\$ 56,284	38.9%	\$ 60,629	41.9%
<b>Total Expenditures</b>	<b>\$ 144,667</b>	<b>\$ 56,284</b>	<b>38.9%</b>	<b>\$ 60,629</b>	<b>41.9%</b>



# Economic/Community Development

## April

{Section}.63.

### Economic/Community Development

Target Percentage 58.33%

REVENUE	FY 2023 Budget	FY 2023 Y-T-D ACTUAL		FY 2022 Y-T-D Actual	
Sales Tax Revenues	\$ 399,000	\$ 171,503	43.0%	\$ 154,143	48.3%
Miscellaneous	5,500	10,131	184.2%	-	-
<b>Total Revenues</b>	<b>\$ 404,500</b>	<b>\$ 181,635</b>	<b>44.9%</b>	<b>\$ 154,143</b>	<b>35.4%</b>

### EXPENDITURES

Personnel	\$ 151,392	\$ 58,021	38.3%	\$ 113,182	53.8%
Supplies	13,275	3,809	28.7%	2,667	24.9%
Contractual	127,882	15,770	12.3%	78,290	80.2%
<b>Total Expenditures</b>	<b>\$ 292,549</b>	<b>\$ 77,600</b>	<b>26.5%</b>	<b>\$ 194,138</b>	<b>60.9%</b>

# Impound Lot April

{Section}.63.

## Impound Lot

Target Percentage 58.33%

REVENUE	FY 2023 Budget	FY 2023 Y-T-D ACTUAL		FY 2022 Y-T-D Actual	
Impound Lot Fees	\$ 60,000	\$ 47,910	79.9%	\$ 40,525	81.1%
Auctions	71,080	24,574	34.6%	13,966	33.6%
<b>Total Revenues</b>	<b>\$ 131,080</b>	<b>\$ 72,484</b>	<b>55.3%</b>	<b>\$ 54,491</b>	<b>16.1%</b>

## EXPENDITURES

Personnel	\$ 102,194	\$ 67,910	66.5%	\$ 78,842	75.5%
Supplies	1,900	650	34.2%	1,500	79.0%
Contractual	9,500	4,293	45.2%	3,040	35.8%
Capital	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 113,594</b>	<b>\$ 72,853</b>	<b>64.1%</b>	<b>\$ 83,382</b>	<b>72.6%</b>

# Red Light Cameras (RLC)

## April

{Section}.63.

### Red Light Cameras (RLC)

Target Percentage 58.33%

REVENUE	FY 2023 Budget	FY 2023 Y-T-D ACTUAL		FY 2022 Y-T-D Actual	
Red Light Camera Fines	\$ 2,234,341	\$ 1,427,906	63.9%	\$ 1,000,223	53.2%
Late Fees/Court Costs	200,000	116,373	58.2%	110,663	55.3%
Miscellaneous	3,000	32,043	68.1%		-
Transfers in	3,007	-	-		-
<b>Total Revenues</b>	<b>\$ 2,440,348</b>	<b>\$ 1,576,322</b>	<b>64.6%</b>	<b>\$ 1,110,886</b>	<b>108.6%</b>

### EXPENDITURES

#### *Red Light Cameras*

Personnel	\$ 611,108	\$ 355,533	58.2%	\$ 279,884	50.6%
Supplies	4,000	2,450	61.3%	-	-
Contractual	901,000	428,298	47.5%	289,533	32.3%
Transfers	326,574.00	326,574	100.0%	-	-
<b>Total Tier One</b>	<b>\$ 1,842,682</b>	<b>\$ 1,112,855</b>	<b>60.4%</b>	<b>\$ 569,417</b>	<b>39.2%</b>

#### *Traffic Safety*

Personnel	\$ 275,892	\$ 139,241	50.5%	\$ 226,212	82.0%
Supplies	-	1,455	-	3,530	-
Contractual	-	-	-	330	-
Transfers	126,000	126,000	100.0%	-	-
<b>Total Tier Two</b>	<b>\$ 401,892</b>	<b>\$ 266,696</b>	<b>66.4%</b>	<b>\$ 230,072</b>	<b>82.0%</b>

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** June 6, 2023  
**TO:** Mayor and Council  
**FROM:** Melinda Moritz, Public Works Director  
**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation and Discussion to Consider Approval of an Ordinance Amending the Leon Valley Code of Ordinances, Chapter 8 Offenses and Nuisances, to Add Article 8.15 Use of Public Property to Prohibit Persons from Camping, Lodging, Soliciting, or Sleeping on any Park, Public Median, Street, Drainageway, or Right-of-way; or on Any Private Property Without Permission from the Property Owner.

**SPONSOR(S):** None

### **PURPOSE**

The purpose of this M & C is to consider approval of an Ordinance amending the Leon Valley Code of Ordinances, Chapter 8 Offences and Nuisances to add an Article 8.15 that would prevent persons from camping, sleeping, lodging, and loitering in city parks, public right of ways, drainage areas, and from using their vehicles or campers to spend the night in any of these areas. It also prohibits the use of private property for these activities without written permission from the property owners.

The City has seen an increase in homeless camps in the recent past and is actively trying to remove these camps. The persons in these camps have caused fires and created large amounts of trash and debris, which the city cleans up at great expense. These new regulations would bolster regulations already in the Park Ordinance, but would also prohibit street corner solicitation, camping on private property without the permission from the property owner, and camping in vehicles.

### **SEE LEON VALLEY**

Social Equity - Providing the citizens with additional safety measures adds to the overall quality of life.

Economic Development - Reducing perceived and potential dangers from homeless encampments promotes overall health, safety, and welfare image of City, which may attract businesses and new residents.

Environmental Stewardship – Preventing trash and debris from accumulating in drainage areas and streams, improves overall environmental quality.

**FISCAL IMPACT**

None.

**RECOMMENDATION**

It is recommended the City Council approve the amendment to the code.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

**AN ORDINANCE OF THE CITY OF LEON VALLEY CITY COUNCIL AMENDING THE LEON VALLEY CODE OF ORDINANCES, CHAPTER 8 OFFENSES AND NUISANCES; ADDING ARTICLE 8.15 USE OF PUBLIC AND PRIVATE PROPERTY, SECTIONS 8.15.01-8.15.08; PROVIDING FOR REPEALER; SEVERABILITY; A SAVINGS CLAUSE; PROVIDING FOR AN EFFECTIVE DATE; OPEN MEETINGS CLAUSE AND PENALTY**

**WHEREAS**, Pursuant to the Texas Local Government Code (LGC) Section 217.042, a home rule municipality may define and prohibit any nuisance. LGC Section 51.001 provides that the governing body of a municipality may adopt, publish, amend, or repeal an ordinance, rule, or police regulation that is for the good government, peace, or order of the municipality.

**WHEREAS**, Texas Penal Code Section 48.05 does not preempt an ordinance, order, rule, or other regulation adopted by a municipality relating to prohibiting camping in a public place or affect the authority of a municipality to adopt or enforce an ordinance, order, rule, or other regulation relating to prohibiting camping in a public place where the ordinance, order, rule, or other regulation is compatible with and equal to or more stringent than the offense prescribed by Section 48.05.

**WHEREAS**, the City spends a great deal of time and money extinguishing fires created by homeless camps and in cleaning up associated trash and debris from homeless camping activities, which causes a significant threat to the public's health, safety, and welfare; and

**WHEREAS**, the City of Leon Valley has seen an increase in the number of homeless persons and camps in and around public streets, parks, drainage ways, and private property; and

**WHEREAS**, citizens have experienced traffic hazards from persons standing in the median at major intersections; and

**WHEREAS**, it is the intent of the City to keep areas free and clear of trash and debris, and of obstructions in rights-of-way, parks, drainage areas, and on private property, and it has been determined that amending Chapter 8 Offenses and Nuisances to add Article 8.15 defining what areas are prohibited from sleeping and camping will greatly assist in keeping these areas clear and free from trash and debris and to protect private property owners from added expense due to trash and debris; and

**WHEREAS**, that the amendment to Chapter 8 Offenses and Nuisances to regulate sleeping in public places and camping will be in the best interest of the citizens of Leon Valley and protect the health, safety and welfare of the citizens of Leon Valley;

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

**SECTION 1.** Chapter 8 Offenses and Nuisances is hereby amended by adding Article 8.15 Use of Public and Private Property, Sections 8.15.01-8.15.08 in Exhibit A, attached hereto and incorporated herein for all intents and purposes.

**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 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. EFFECTIVE DATE.** This ordinance shall become effective on and after its passage, approval and the meeting of all publication requirements as provided by law.

**SECTION 6. 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 7. 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.

**PASSED AND APPROVED** by the City Council of the City of Leon Valley this the 16th day of May, 2023.

**APPROVED**

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CHRIS RILEY  
Mayor

**ATTEST:**

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SAUNDRA PASSAILAIGUE, TRMC  
City Secretary

**APPROVED AS TO FORM:**

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NICOLE WARREN  
City Attorney



**EXHIBIT A  
LEON VALLEY CODE OF ORDINANCES  
Chapter 8 Offenses and Nuisances**

**Article 8.15 USE OF PUBLIC AND PRIVATE PROPERTY**

**Section 8.15.01 Camping, lodging.**

(a) Between the hours of 9:00 p.m. and 5:00 a.m. of the following day, it is unlawful for any person to camp, lodge, or sleep in any public park or other recreational spaces.

(b) It is unlawful for any person to camp, lodge, or sleep on any public median, street, drainageway, or city right-of-way.

(c) Between the hours of 11:00 p.m. and 5:00 a.m. of the following day, it is unlawful for any person to remain on a traffic median on any public street or highway, except:

- (1) So long as traffic does not allow the person to complete the crossing of the street or highway; or
- (2) As required by an emergency threatening public safety or health.

**Section 8.15.02 Barricades, tents.**

(a) Between 9:00 p.m. and 5:00 a.m. of the following day, it is unlawful for any person to place, erect, maintain, or use a barricade, canopy, or tent on any public park property.

(b) Between 5:00 a.m. and 9:00 p.m. of the same day, it is unlawful for any person to leave unattended, in any public park, a barricade, canopy, or tent which the person placed, erected, or maintained.

(c) Except between 5:00 a.m. and 11:00 p.m. on the 4<sup>th</sup> of July pursuant to a city sponsored 4<sup>th</sup> of July celebration, it is unlawful for any person to place, erect, maintain, or use a barricade, canopy, chair, or tent on any public median, street, or right-of-way.

**Section 8.15.03 Private property.**

(a) It is unlawful for any person to camp, lodge, or sleep on any private property without first obtaining permission from the owner or lessee of such property.

- (1) Section 8.15.03 does not apply to any person with written or express permission from the property owner or lessee to camp, lodge or sleep on the property consistent with this Chapter.
- (2) Section 8.15.03 does not create a duty for the city to maintain, clean or otherwise manage private property.

**Section 8.16.04 Motor Vehicles.**

No person shall sleep or recline for the purpose of sleeping, in any motor vehicle parked upon any public street for any period greater than 24 hours or on a highway for any period greater than 2 hours within the City.

**Section 8.15.05 Obstruction of public property.**

No person shall stand or sit on any crosswalk, sidewalk, or any other public street or highway, public park, or other property opened to the public or dedicated for public use or to which the public is invited, so as in any manner to obstruct or impede the free and clear use thereof by the public or passage therein or thereon by pedestrians, or to hinder, molest or harass any person or persons in passing along the same or otherwise interfere with the public's right to use said property, or to obstruct the entrance of any public building, or public park. This section is not to be constructed to prohibit the First Amendment guarantee of a person's right to free expression and free association, for persons that may be involved in a peaceful protest or promoting a political purpose or personal ideal.

**Section 8.15.06 Use of motor vehicles, campers and trailer coaches for home habitation prohibited.**

No person shall use or occupy or permit the use of occupancy of any motor vehicle, camper or other recreational vehicle, or trailer coach for human habitation, on any private property or public right-of-way, public parking area, street, park, square, avenue, alley or other public property within the City limits.

**Section 8.15.07 Curfews.**

(a) It shall be unlawful for any person to enter or remain upon any public property which is closed by a curfew established by this section, unless authorized by a permit issued in accordance with the provisions of this code.

(b) The following curfews are established:

- (1) Leon Valley City parks and trails are closed from sunset to sunrise.

**Section 8.15.08 Special event.**

(a) The City may suspend or modify one or more of the regulations in this chapter as part of a special event or other activity approved by the City Council or City Manager.

(b) Specified use of public streets and rights-of-way or public property contrary to the provisions of this Chapter are allowed where a permit has been issued by the City in accordance with the Leon Valley Code of Ordinances.

# Consider Approval of an Ordinance Amending Chapter 8 Offenses and Nuisances

Melinda Moritz  
Public Works Director  
City Council Meeting  
June 6, 2023

# Summary

- Question
  - Should the city pass an Ordinance prohibiting camping, sleeping, lodging, and soliciting on public rights-of-way, drainage areas, and parks, and further prohibit the same on private property without the property owner's permission?
- Options
  1. Approve
  2. Deny
  3. Other

# Best Practices

- Researched homeless problems and programs
  - U.S. Interagency Council on Homelessness / HUD Exchange
  - Cities of Houston, San Antonio, San Diego, Salt Lake City, & Helsinki, Finland
  - Bexar County, Corazon San Antonio, Haven for Hope, Roy Maas Youth Alternatives, South Alamo Regional Alliance for the Homeless
- Most successful are those who embrace “Housing First” - focus on how people can exit homelessness & move as quickly as possible into permanent housing, regardless of drug or alcohol usage
  - Keep in mind that a certain number will refuse
- In addition to housing, provide wrap around services (food, mental and medical health, job skills training, etc.)

# US Interagency Council on Homelessness

## 7 Principles for Addressing Encampments

- Principle 1: Establish a Cross-Agency, Multi-Sector Response to Encampments
- Principle 2: Engage Encampment Residents to Develop Solutions
- Principle 3: Conduct Comprehensive and Coordinated Outreach
- Principle 4: Address Basic Needs and Provide Storage
- Principle 5: Ensure Access to Shelter or Housing Options
- Principle 6: Develop Pathways to Permanent Housing and Supports
- Principle 7: Create a Plan for What Will Happen to Encampment Sites After Closure

# Best Practices

- With the right mix of program interventions, well-coordinated local systems, and effective policy, many cities and countries have proven that homelessness can be successfully addressed
- Creating a policy on how to implement the new ordinance
- Working in tandem with COSA, Bexar County, Haven for Hope, CorazonSA, and other local agencies to offer services
- Council may want to budget funds every year to support these agencies in exchange for their assistance in Leon Valley
  - Leon Valley does not have the resources needed right now to provide these programs on a long-term basis
  - Could apply for Federal grants, if staffing was increased



# Proposed Ordinance

- At the May 16, 2023 City Council meeting, Council requested changes to the proposed Ordinance
  - Changed title to include a reference to private property
  - Removed the word “annoying” and replaced with “harassing” from section that prohibits harassment in public spaces
  - Removed the word “written” from permission from property owner
  - Added language to protect peaceful protest or promoting a political purpose or personal ideal

# Proposed Ordinance

- New title “Use of Public and Private Properties”
- Section 8.15.03 Private property.
  - Prohibits camping, lodging, or sleeping on any private property without first obtaining the **written** permission of the owner or lessee of such property
- Section 8.15.05 Obstruction of public property.
  - Prohibits standing or sitting on any crosswalk, sidewalk, or any other public street, highway, public park, shopping center, or other property in a manner that would obstruct the free use or passage by the public
  - Prohibits hindering, molesting, or **harassing annoying** any person or persons in passing along a public street, highway, public park, shopping center, or other property in a manner, or obstructing the entrance of any public building, or public park

# Proposed Ordinance

- Section 8.15.05 Obstruction of public property. (continued)
  - Added language “This section is not to be constructed so as to prohibit the First Amendment guarantee of a person’s right to free expression and free association, for persons that may be involved in a peaceful protest or promoting a political purpose or personal ideal”
  - City Attorney states that lemonade stands are already protected due to the nature of the ordinance

# Proposed Ordinance

- City Council would still be able to suspend or modify one or more of the regulations as part of a special event or other activity approved by the City Council or City Manager
- Still allows the use of public streets and rights-of-way or public property when a permit has been issued by the City Manager

# Recommendation

- Recommend approval of the revised proposed Ordinance
- Strongly recommend partnering with local and regional agencies to provide housing and other support for persons in encampments
- Finalize policy and procedures for the clearing of the encampments

# S.E.E. Statement

Social Equity: Cleaning up homeless camps promptly protects all citizens from fire and other dangers and provides the homeless with support and medical/mental health assistance

Economic Development: The removal of homeless camps may encourage businesses to stay in Leon Valley

Environmental Stewardship: The removal of homeless camps reduces the amount of debris and nonbiodegradable refuse from entering our creeks

**MAYOR AND COUNCIL COMMUNICATION**

**DATE:** June 06, 2023  
**TO:** Mayor and Council  
**FROM:** Regina Reed, Library Director  
**THROUGH:** Crystal Caldera, City Manager  
**SUBJECT:** Presentation and Discussion on an Ordinance Amending Appendix A Fee Schedule, Article A2 Administrative Fees, Section A2.006 Library Fees (1st Read as Required by City Charter) - R. Reed, Library Director  
**SPONSOR(S):** N/A

**PURPOSE**

After a routine review of the Library’s Fee Schedule and an evaluation of other Texas library fees, the Library Director proposes changes to the library fees to better align with patron needs and the services provided. These changes include lifting the 20-page limit on copies & prints for educational needs, charging a flat fee for scanning, updating prices on faxing, and establishing fees for maker space items.

**SEE LEON VALLEY**

Social – Provide affordable access to personal, educational, and business services.

Economic – Providing access to low-cost services to improve the standard of living and quality of life for individuals and communities.

Environmental – 3D printing can reduce waste by using only the necessary materials and lower transportation emissions by producing goods locally.

**FISCAL IMPACT**

Anticipate minimum impact.

**STRATEGIC GOALS**

N/A

**RECOMMENDATION**

The recommendation from staff is to amend the ordinance.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary



## 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: \$0.10 total (covers confirmation page).
  - (2) Long distance: \$0.60 total (covers confirmation page and LD call).
  - (3) Receive fax: \$0.10 per sheet.
- (c) *Scanning:* \$0.10 per sheet.
- (d) *Notary services:* No cost.
- (e) *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).
- (f) *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.
- (g) *Fines and fees for materials.* The Leon Valley Public Library is a fine free library.
- (h) *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.
- (i) *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.

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

## Sec. A2.006 Library fees

- (a) *Copies/prints, maximum of 20 total per day except for educational needs*
  - (1) Black and white: \$0.10 per sheet.
  - (2) Color: \$0.50 per sheet.
- (b) *Fax.*
  - (1) Local and toll free: \$0.50 flat fee (covers confirmation page).
  - (2) Long distance: \$1.00 flat fee (covers confirmation page and long distance call).
  - (3) Receive fax: \$0.10 per sheet.
- (c) *Scanning: \$0.50 flat fee*
- (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.
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  - (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 \$25.00 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 gram

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

<b>Fee Category</b>	<b>Current Fee</b>	<b>Suggested Update</b>	
Non-Resident Fee	\$ 20.00	\$ 20.00	
Non-Resident Fee Seniors	\$ 10.00	\$ 10.00	
Lost Card Replacement	\$ 1.00	\$ 1.00	
Test Proctor	\$ -	\$ 5.00	
Notary	\$ -	\$ -	
Scanning (per page)	\$ 0.10	\$ -	
Scanning (flat fee)	\$ -	\$ 0.50	
Fax (flat fee) local	\$ 0.10	\$ 0.50	
Fax (flat fee) long distance	\$ 0.60	\$ 1.00	
Printing BW	\$ 0.10	\$ 0.10	
Printing Color	\$ 0.50	\$ 0.50	
Makerspace* (3D Printing)	\$ -	\$ 0.05	per gram
Makerspace* (Buttons)	\$ -	\$ 0.25	per button

\*Makerspace costs would be using the items outside of one of our programs; programs would remain free

**CTLS 2022 Data**

<b>Fee Category/Library</b>	<b>Maud Public Library</b>	<b>Camp Wood Public Library</b>	<b>Garden Ridge Library</b>	<b>Gatesville Public Library</b>	<b>Giddings Public Library</b>	<b>Krum Public Library</b>
Non-Resident Fee	\$ -	\$ -	\$ -	\$ -	\$ 5.00	\$ -
Lost Card Replacement	\$ -	\$ -	\$ -	\$ 2.00	\$ -	\$ -
Test Proctor	\$ -	\$ -	\$ 20.00	\$ -	\$ -	\$ -
Notary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Scanning	\$ 2.00	\$ -	\$ -	\$ -	\$ -	\$ -
Fax	\$ 0.50	\$ 0.25	\$ -	\$ 1.00	\$ -	\$ 1.00
Printing BW	\$ 0.50	\$ 0.25	\$ 0.15	\$ 0.20	\$ 0.25	\$ 0.25
Printing Color	\$ 1.00	\$ 0.50	\$ -	\$ 0.75	\$ 0.50	\$ 0.25
Makerspace (3D Printing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Makerspace (Buttons)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CTLS 2022 Data**

<b>Fee Category/Library</b>	<b>Lampasas Public Library</b>	<b>Salado Public Library</b>	<b>Bastrop Public Library</b>	<b>Palacios Library</b>	<b>Vidor Public Library</b>	<b>Hebert Public Library, Port Neches</b>
Non-Resident Fee	\$ 10.00	\$ -	\$ 25.00	\$ -	\$ 10.00	\$ 30.00
Lost Card Replacement	\$ 3.00	\$ -	\$ 1.00	\$ 2.00	\$ 1.00	\$ 5.00
Test Proctor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Notary	\$ -	\$ -	\$ -	\$ 5.00	\$ -	\$ -
Scanning	\$ 1.00	\$ -	\$ -	\$ 0.25	\$ 0.10	\$ -
Fax	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 0.10
Printing BW	\$ 0.15	\$ -	\$ -	\$ 0.50	\$ -	\$ 0.10
Printing Color	\$ 1.00	\$ -	\$ -	\$ -	\$ -	\$ 0.25
Makerspace (3D Printing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Makerspace (Buttons)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CTLS 2022 Data**

<b>Fee Category/Library</b>	<b>Smithville Public Library</b>	<b>Liberty Hill Public Library District</b>	<b>Hughes Public Library, Nederland</b>	<b>Buda Public Library</b>	<b>Boerne Public Library</b>	<b>Westbank Library</b>
Non-Resident Fee	\$ -	\$ 10.00	\$ 25.00	\$ -	\$ 20.00	\$ 100.00
Lost Card Replacement	\$ 5.00	\$ -	\$ 3.00	\$ -	\$ -	\$ -
Test Proctor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Notary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Scanning	\$ -	\$ 0.10	\$ -	\$ -	\$ -	\$ -
Fax	\$ -	\$ 1.00	\$ -	\$ 0.50	\$ -	\$ -
Printing BW	\$ 0.10	\$ 0.10	\$ 0.15	\$ 0.10	\$ 0.25	\$ -
Printing Color	\$ 1.00	\$ -	\$ -	\$ 0.25	\$ 1.00	\$ -
Makerspace (3D Printing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Makerspace (Buttons)	\$ -	\$ -	\$ 0.50	\$ -	\$ -	\$ -

**CTLS 2022 Data**

<b>Fee Category/Library</b>	<b>Brownwood Public Library</b>	<b>Dripping Springs Community Library</b>	<b>Haltom City</b>	<b>Val Verde County Library, Del Rio</b>	<b>Waller County Library</b>	<b>Rita &amp; Truett Smith Public Library</b>
Non-Resident Fee	\$ -	\$ -	\$ -	\$ 5.00	\$ -	\$ -
Lost Card Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Test Proctor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Notary	\$ 5.00	\$ -	\$ 6.00	\$ -	\$ 4.00	\$ -
Scanning	\$ -	\$ -	\$ -	\$ -	\$ 0.25	\$ -
Fax	\$ 1.00	\$ -	\$ 0.10	\$ 1.00	\$ 0.50	\$ 1.00
Printing BW	\$ 0.15	\$ -	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.15
Printing Color	\$ 0.25	\$ -	\$ 0.50	\$ 0.50	\$ 0.50	\$ 0.50
Makerspace (3D Printing)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Makerspace (Buttons)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**CTLS 2022 Data**

<b>Fee Category/Library</b>	<b>Cedar Park</b>	<b>Georgetown</b>	<b>San Marcos</b>	<b>New Braunfels</b>	<b>Longview Public Library</b>	<b>Schertz Public Library</b>
Non-Resident Fee	\$ 35.00	\$ 20.00	\$ 50.00	\$ 25.00	\$ -	\$ 15.00
Lost Card Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Test Proctor	\$ -	\$ -	\$ -	\$ -	\$ 30.00	\$ -
Notary	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6.00
Scanning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fax	\$ -	\$ 0.50	\$ 0.10	\$ -	\$ -	\$ 0.25
Printing BW	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.10	\$ 0.25	\$ 0.15
Printing Color	\$ 0.50	\$ 0.10	\$ 0.40	\$ 0.50	\$ 0.75	\$ 0.50
Makerspace (3D Printing)	\$ -	\$ -	\$ 0.05	\$ -	\$ -	\$ -
Makerspace (Buttons)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**CTLS 2022 Data**

<b>Fee Category/Library</b>	<b>Killeen Public Library</b>	<b>Hondo Public Library</b>	<b>Poteet Public Librar</b>	<b>Rio Grande Public Library</b>	<b>Average</b>
Non-Resident Fee	\$ -	\$ 15.00	\$ -	\$ -	\$ 24.71
Lost Card Replacement	\$ -	\$ -	\$ -	\$ -	\$ 2.56
Test Proctor	\$ -	\$ -	\$ -	\$ -	\$ 25.00
Notary	\$ -	\$ 6.00	\$ -	\$ -	\$ 5.33
Scanning	\$ 0.10	\$ 0.10	\$ -	\$ -	\$ 0.44
Fax	\$ -	\$ 1.00	\$ 1.00	\$ 1.00	\$ 0.67
Printing BW	\$ 0.10	\$ 0.10	\$ 0.20	\$ 0.25	\$ 0.17
Printing Color	\$ -	\$ 1.00	\$ 1.00	\$ 1.00	\$ 0.60
Makerspace (3D Printing)	\$ 0.15	\$ -	\$ -	\$ -	\$ 0.10
Makerspace (Buttons)	\$ -	\$ -	\$ -	\$ -	\$ 0.50

# Presentation and Discussion on an Ordinance Amending Appendix A Fee Schedule, Article A2 Administrative Fees, Section A2.006 Library Fees

(1st Read as Required by City Charter)

Regina Reed  
Library Director  
City Council Meeting  
June 06, 2023

# Summary

- Question
  - **City Council is being asked to consider an ordinance amendment to the library's fee schedule: Appendix A Fee Schedule, Article A2 Administrative Fees, Section A2.006 Library Fees**
- Options
  - Recommended:
    1. No change.
    2. Changes as Presented.
    3. Additional Changes?

# Purpose

After a routine review of the Library's Fee Schedule and an evaluation of other Texas library fees, the Library Director proposes changes to the library fees to better align with patron needs and the services provided.

- **Test Proctoring:** when time and space allows
- **Addition of Maker Space Items:** Available for public use when not being used in a program.

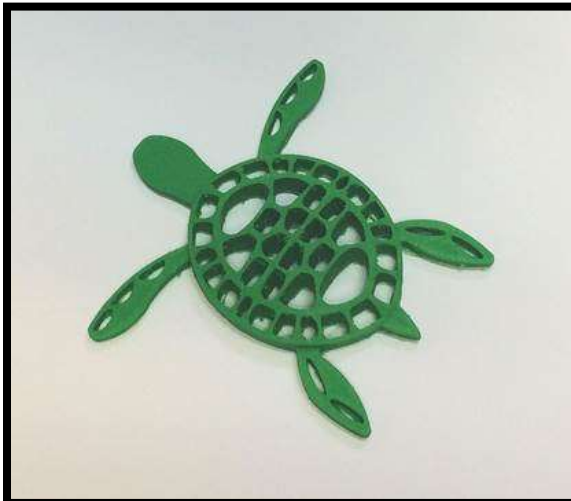
# Comparisons - Current

	Leon Valley	Universal City	Converse
BW Prints & Copies	\$0.10 per page	\$0.15 per page	\$0.25 per page
Color Prints & Copies	\$0.50 per page	\$0.50 per page	N/A
Faxing Local	\$0.10 (total)	--	\$0.50 per page
Faxing Long Distance	\$0.60 (total)	\$1.00 per page	\$1.00 per page
Scanning	\$0.10 per page	Free*	Free*
3D Printer	Free	N/A	N/A
Button Maker	Free	N/A	N/A
Test Proctoring	Free	N/A	N/A
* Self Scanning or by USB only			

# Comparisons – With Changes

	Leon Valley	Universal City	Converse
BW Prints & Copies	\$0.10 per page	\$0.15 per page	\$0.25 per page
Color Prints & Copies	\$0.50 per page	\$0.50 per page	N/A
Faxing Local	<b>\$0.50 flat fee</b>	--	\$0.50 per page
Faxing Long Distance	<b>\$1.00 flat fee</b>	\$1.00 per page	\$1.00 per page
Scanning	<b>\$0.50 flat fee</b>	Free*	Free*
3D Printer	<b>\$0.05 per gram</b>	N/A	N/A
Button Maker	<b>\$0.25 per button</b>	N/A	N/A
Test Proctoring	<b>\$5.00**</b>	N/A	N/A
* Self Scanning or by USB only **at scheduling			

# 3D Printed Items, Grams, Est. Cost



**Turtle: 8g, \$0.40**  
**Octopus: 25g, \$1.25**  
**Robot Card: 14g, \$0.70**  
**T-Rex: 595g, \$29.75**





# Fiscal Impact

Anticipate minimum impact of library revenue lines.

# S.E.E. Statement

Social Equity – Provide affordable access to personal, educational, and business services.

Economic Development- Providing access to low-cost services to improve the standard of living in the and quality of life for individuals and communities.

Environmental Stewardship – 3D printing can reduce waste by using only the necessary amount of materials and can lower transportation emissions by producing goods locally.

# Presentation and Discussion on an Ordinance Amending Appendix A Fee Schedule, Article A2 Administrative Fees, Section A2.006 Library Fees

(1st Read as Required by City Charter)

Regina Reed  
Library Director  
City Council Meeting  
June 06, 2023

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** June 6, 2023

**TO:** Mayor and Council

**FROM:** Melinda Moritz, Public Works Director

**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** Presentation, Discussion, and Possible Action to Consider Approval of a Variance Request to allow Geocaching in the Huebner-Onion Natural Area Park.

**SPONSOR(S):** Park Commission

### **PURPOSE**

The purpose of this M & C is to consider approval of a Variance request from Brendon Hyder to allow the sport of geocaching in the Huebner-Onion Natural Area Park.

Mr. Hyder belongs to a geocaching club and is interested in sponsoring one of the geocaching boxes at our park. The sport involves hiding a box filled with a “cache” of various items, including a logbook and small treasures, then entering the coordinates of the box into the club’s and other websites. Once placed, other club members and members of the general public use their Global Positioning Systems (GPS) mapping tools to find the box, sign the logbook, and then add it to the list of other boxes they have found in the past.

The Texas Department of Parks and Wildlife endorses and encourages this activity, in both regular parks and in wilderness areas. This sport encourages family outdoor activity, is fun, and will introduce people to our park.

### **SEE LEON VALLEY**

Social Equity - Providing the citizens with additional recreational activities encourages a healthy lifestyle for all citizens, which adds to the overall quality of life.

Economic Development – Having the park mentioned on various websites will encourage people to visit our park system, which may attract businesses and new residents.

Environmental Stewardship – Geocaching enthusiasts are encouraged to “leave no footprints” in the parks and wildlife areas they visit as a part of this sport.

### **FISCAL IMPACT**

None.

**RECOMMENDATION**

At their May 11, 2023 meeting, the Park Commission recommended approval of this variance request.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

# Geocaching

## Join the hunt for hidden treasure!

Geocaching is a modern-day treasure hunt! People hide geocaches everywhere - from just down the street to the remote wilderness areas. Many are hidden in your state and local parks.





## What is geocaching?

Geocaching is the hunt for any of more than 2 million geocaches worldwide hidden by folks like you. Each treasure hunt will take you to a fun, creative or beautiful place outdoors.

**Geo** means earth and **cache** means hidden item. Geocaches range from very small (like a film canister) to large (such as a metal lunch box). Many are camouflaged, but they are not buried. Geocaches hold things like a log book to sign your name, tradable items for kids and adults, and more.

Use a GPS unit or smartphone app to find the coordinates (the exact location) of a geocache nearby. then set out on your adventure!





## How can I play?

1. **Visit** [Geocaching.com](http://www.geocaching.com/) [<http://www.geocaching.com/>], or use a smartphone app to find caches. Choose an easy cache for your first hunt. Caches have ratings on difficulty, size and terrain.
2. **Download** the coordinates to your GPS or use your smartphone. It might take a few minutes to find the cache once you reach the destination!
3. **Approach** the cache safely. Some of the best hiding spots can also be homes for wildlife. Open the container, sign the log, and trade a family-friendly item with something in the cache.
4. **Replace** the container exactly as you found it. This helps the next geocacher.
5. **Log** your find on [Geocaching.com](http://www.geocaching.com/) [<http://www.geocaching.com/>]! Collect a "smiley" face symbol for each find you report.





## What should I bring?

- GPS or smartphone with coordinates
- Pen or pencil
- Water
- Hat, hiking shoes and rain gear, if needed
- Sunscreen and insect repellent
- Park or trail map
- Inexpensive small items to trade for cache "swag"
- Your family and/or friends
- A sense of adventure!



## What else do I need to know?

- [Geocaching terms \[#definitions\]](#)
- [Geocaching.com \[http://www.geocaching.com/\]](http://www.geocaching.com/)
- [TPWD geocaching workshops \[https://tpwd.texas.gov/calendar/geocaching\]](https://tpwd.texas.gov/calendar/geocaching)
- Please check with park headquarters before placing a geocache in a park.
- Leave no trace of your visit!
  - **Stay** on trails for as long as you can.
  - **Leave** what you find, including flowers, rocks and artifacts.
  - **Consider** others. Don't park in campsites; keep voices low.
  - **Take** your trash. Help keep our spaces beautiful.
  - **Respect** wildlife; you are in their backyard!

## Introduction to Geocaching

Introduction to Geocaching



## Geocaching terms

- **Size:** The size of each geocache is posted on [Geocaching.com \[http://www.geocaching.com/\]](http://www.geocaching.com/)
- **Terrain:** Each geocache has a terrain rating of one to five stars.
  - **One star** means the geocache is accessible by wheelchair.

- **Five stars** means you will need special equipment (boat, 4WD, etc.) the cache.
  - **Difficulty:** Each geocache also has a difficulty rating of one to five stars, based on how hard it is to find.
    - **One star** means the cache can be found quickly.
    - **Five stars** means the cache is hard to find or open.
  - **FTF:** First to Find, or the first person to find a new geocache.
  - **TFTC:** Thanks for the cache, or a thanks to the original hider of the cache.
  - **Ground Zero or GZ:** A cache's location.
  - **TNLN:** Took Nothing Left Nothing, meaning that the finder did not trade any swag.
  - **SL:** Signed Log
  - **Muggles:** Someone who is not geocaching. Avoid muggles while geocaching, so that they won't vandalize or "muggle" the caches.
  - **Geocoin, Travelbug or Pathtag:** These items have identification numbers. They can be shared with friends and tracked as they are carried from one cache to the next.
- 



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Proud Sponsor

# Consider Approval of a Variance Geocaching Huebner-Onion Natural Area Park

Melinda Moritz  
Public Works Director  
City Council Meeting  
June 6, 2023

# Summary

- Question
  - Should the city grant approval of a Variance request from Brendon Hyder to allow the sport of geocaching in the Huebner-Onion Natural Area Park?
  - Options
    1. Approve
    2. Deny
    3. Other

# Background

- Park Commission considered a Variance request from Brendon Hyder to allow the sport of geocaching in the Huebner-Onion Natural Area Park
- Mr. Hyder belongs to a geocaching club and is interested in sponsoring one of the geocaching boxes at our park
  - As of 2021, there were over 1 million players in the USA
- The sport involves hiding a box filled with a “cache” of various items, including a logbook and small treasures, then entering the coordinates of the box into the club’s and other websites

# Background

- Once placed, club members & others use Global Positioning Systems (GPS) mapping tools to find the box, sign the logbook, then add to list of other boxes they found
- Texas Department of Parks & Wildlife endorses & encourages this activity, in both regular parks & wilderness areas
- This sport encourages family outdoor activity, is fun, & will introduce people to our park



# Geocache





# Recommendation

- At their 5-11-23 meeting, the Park Commission recommended approval of this request
- Staff agrees

# S.E.E. Statement

Social Equity: Providing the citizens with additional recreational activities encourages a healthy lifestyle for all citizens, which adds to the overall quality of life.

Economic Development: Having the park mentioned on various websites will encourage people to visit our park system, which may attract businesses and new residents.

Environmental Stewardship: Geocaching enthusiasts are encouraged to “leave no footprints” in the parks and wildlife areas they visit as a part of this sport.

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** June 6, 2023  
**TO:** Mayor and Council  
**FROM:** Mindy Teague, Planning and Zoning Director  
**THROUGH:** Crystal Caldera, City Manager

**SUBJECT:** The City Council is being asked to consider approval of a Replat, with Variance Requests, of a 0.3342 acre tract of land, being Lot 4, Block 3, CB 9903, Brisa Estates at Leon Valley Subdivision, located at 5301 Brisa Estates.

**SPONSOR(S):** N/A

### **PURPOSE**

The purpose of this item is to consider approval of a replat of 0.3342-acre tract of land, being Lot 4, Block 3, CB 9903, Brisa Estates at Leon Valley Subdivision, located at 5301 Brisa Estates.

The owner is asking for variances to delay construction of a sidewalk and connecting to water and sewer until the building permit stage. Staff have no objection to this variance request.

The property owner intends to construct a home.

The City Engineer has determined that the plat is substantial conformance with Chapter 10 Subdivision Regulations.

Platting is required prior to any construction.

A total of 21 letters were sent to property owners within 200' of this request. As of this writing:

- 0 Letters in favor
- 0 Letters received in opposition.
- 1 Letters returned undeliverable.

### **SEE LEON VALLEY**

Social Equity: Requiring replatting protects all property owners surrounding this site in the assurance of orderly development.

Economic Development: Replatting this property will allow for construction of a single-family dwelling.

Environmental Stewardship: Building construction will conform to the 2021 International Codes.

**FISCAL IMPACT:**

The applicant has paid all fees associated with replatting. The construction of a new home will increase ad valorem taxes.

**STRATEGIC GOALS**

Goal # 1 - Economic Development · Objective F – Promote Leon Valley

**RECOMMENDATION**

The Planning and Zoning Commission recommended approval of the request at their May 23<sup>rd</sup> meeting.

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

PZ-2022-38  
Replat  
5301 Brisa Estates

Mindy Teague  
Planning & Zoning Director  
City Council Meeting  
June 6, 2023

# Summary

- Question
  - City Council is being asked to consider approval of a replat, with variance requests
  - This is a 0.33-acre tract of land, being Lot 4, Blk 3, CB 9903, Brisa Estates – Subdivision, generally located at 5301 Brisa
- Options
  1. Approval
  2. Denial
  3. Conditional approval
- Declaration
  - It recommended the replat be approved per state law

# Background

- The property owner wishes to construct a single-family home, but is required to replat the lot in order to build
- The applicant is requesting variances to delay construction of a sidewalk and connecting to water and sewer until the building permit stage
- Per the City Engineer the replat meets all the requirements
- Platting is required prior to any construction

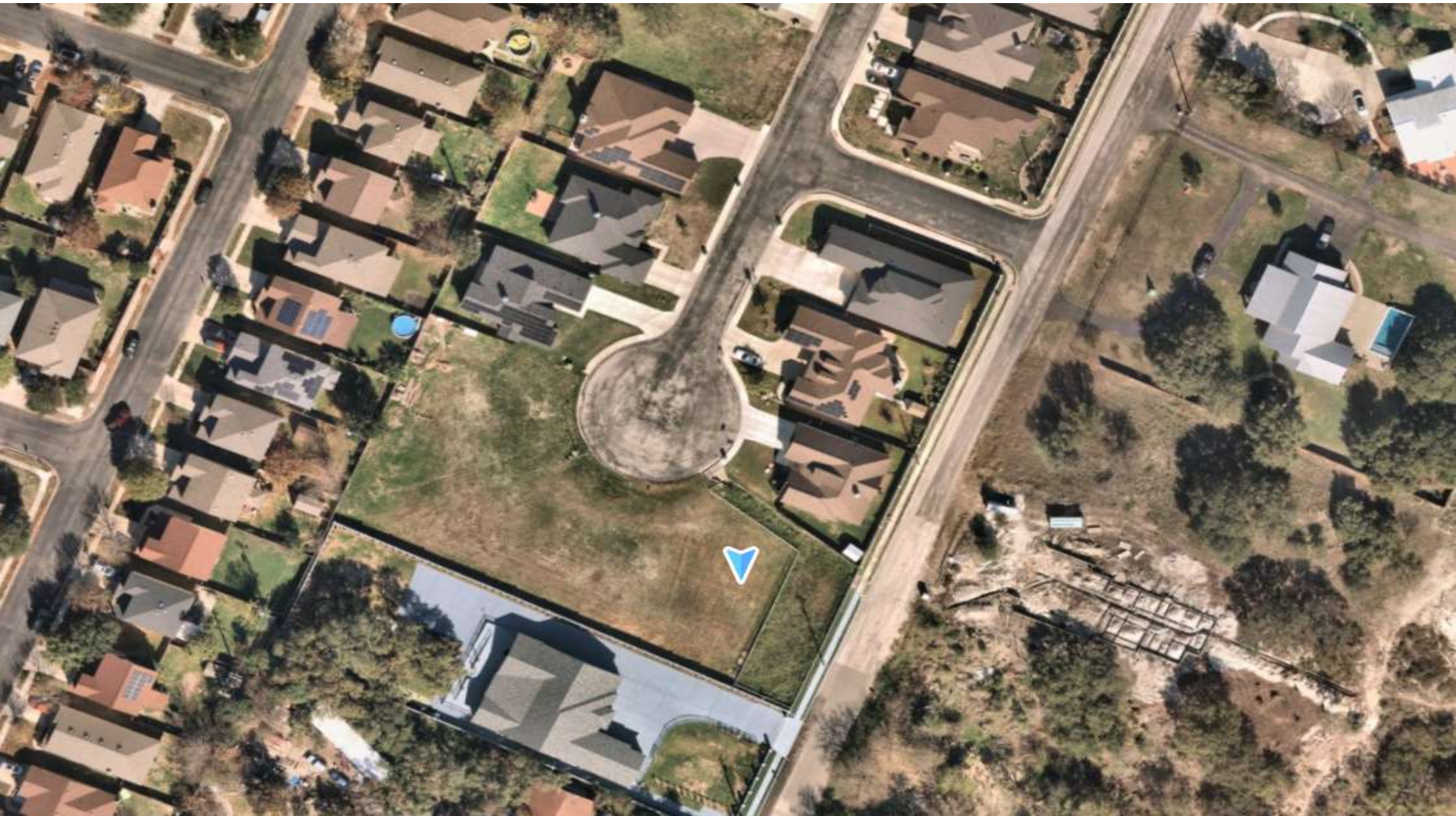
# BCAD Map





# Aerial View

{Section}.74.





# Zoning Map

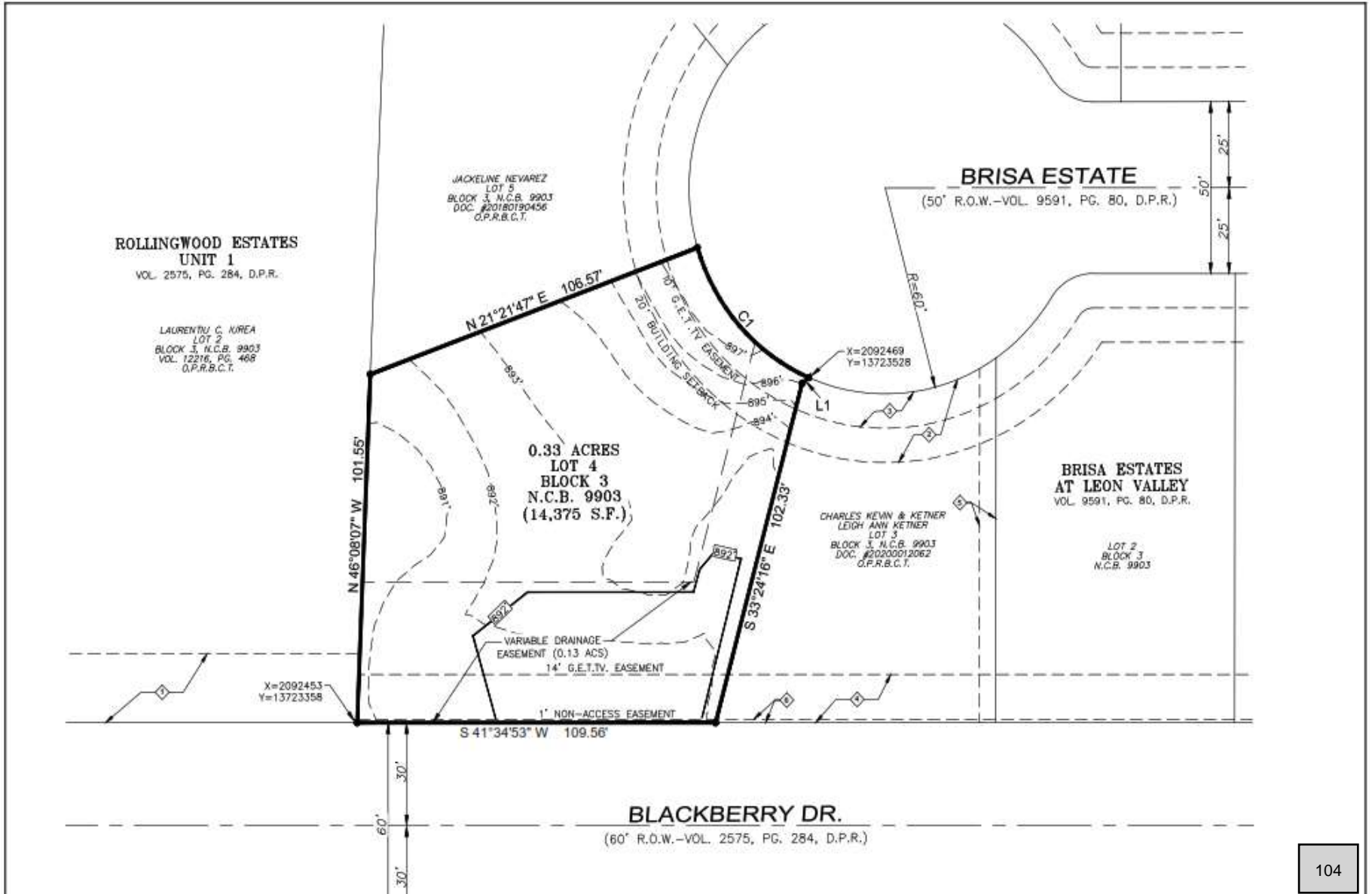
{Section}.74.



- Parcels
- "B-1" Small Business District
- "B-2" Retail District
- "B-3" Commercial District
- "I-1" Light Industrial District
- "O-1" Office District
- "R-1" Single-Family Dwelling District
- "R-2" Two-Family Dwelling District
- "R-3" Multiple-Family Dwelling District
- "R-3A" Multiple-Family Retirement District
- "R-4" Townhouse District
- "R-5" Mobile Home District
- "R-6" Garden House District
- "R-7" Single-Family Medium Density District
- "RE-1" Residential Estate District
- City Limits

# Replat

{Section}.74.



# Notification Process

- 21 Letters Sent
- 0 Letter in Favor
- 0 Letters in Opposition
- 1 Letter Undeliverable

# Fiscal Impact

- The development of this lot will increase the ad valorem tax revenue of the city

# S.E.E. Statement

Social Equity: Requiring properties to be platted protects all property owners from potential title concerns

Economic Development: A platted lot is typically more valuable than a non-platted lot in a municipality

Environmental Stewardship: Platting a property assures stormwater concerns are remediated, which protects water sources

**MAYOR AND COUNCIL COMMUNICATION**

**DATE:** June 06, 2023  
**TO:** Mayor and Council  
**FROM:** Sandra Passailaigue, City Secretary  
**THROUGH:** Crystal Caldera, City Manager  
**SUBJECT:** Discussion and Possible Action to Elect a Mayor Pro-Tem  
**SPONSOR(S):** (N/A)

**PURPOSE**

The City of Leon Valley Charter states the following:  
**Article III, Section 3.07 Mayor Pro-Tem**

- A.** The Mayor Pro-Tem shall be a Councilmember elected by the City Council at the first regular City Council meeting following each regular City election.
- B.** The Mayor Pro-Tem shall act as Mayor during the absence or disability of the mayor and when acting as Mayor, retain their right to vote as a Councilmember.

**RECOMMENDATION**

City Council Discretion

APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

\_\_\_\_\_  
**SAUNDRA PASSAILAIGUE, TRMC**  
City Secretary

## **OUTSTANDING CITY COUNCIL ITEMS**

- **6417 Evers Road**
  - 11/2/20 – Lease approved
  - 8/3/21 – Amending lease to remove a lessee
  - 8/17/21- Executive session
  - 4/2/22 – first read SUP to allow Alcohol
  - 4/19/22 – second read SUP allow Alcohol
  - 12/6/22- Executive Session and EDC Funds
  - 12/20/22 -Executive Session
  - 3/21/23 – Executive Session
  - 5/2/2023- review of the agreement
    - Will go out for RFP once RFP is complete council will select. If MS Bania is not selected then she will have 30 days to vacate.
- **Demolition Policy**
  - 5/2/2023 – Moved by CM due to the number of items on the agenda
  - 5/16/2023 – Scheduled Moved by CM due to the number of items on the agenda
  - 6/6/2023 - scheduled
- **New Guidelines for Economic & Community Development Advisory Committee**
  - 5/2/2023 – Moved by CM due to the number of items on the agenda
  - 5/16/2023 – Scheduled-Moved by CM due to the number of items on the agenda
  - 6/6/2023 – Scheduled postpone until 6/20/2023
- **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
- **Capital Plans**
  - 5/16/2023 -Scheduled presented to council
    - Request to change out LV ranches park to dog park
- **Sustainability Overlay**
  - 6/6/2023
- **Stray Animal Ordinance**
  - Currently being reviewed by City Attorney – we can not require private industry to take in and adopt our stray animals
  - Looking at a possible interlocal agreement.
- **Establish Neighborhood boundaries**
  - Council has opted not to Update Master Plan
  - P & Z Director investigating a university conducting the plan
- **Neighborhood/citizen survey**
- **Review of the personnel manual**



- **Review of the Water rates**
  - 6/20/2023
- **Legal review of the Sign Code**
  - Councilor Orozco and Bradshaw will work on this item
- **Looking at an amendment to Section 15.02 Appendix C (I), D Structural Nonconformity to add a matching percentage from Economic Community Development funds**
  - After the sustainability review
- **Four-way stop at Forest Meadow and Evers**
  - To be evaluated upon the development of the Evers property
- **LVHS request for ARP funds**
  - Reviewing MOU on 11/1/2022, 12/6/2022
- **Short Term Rental**
  - 3/7/2023
  - Short Term rentals have appeared on the following agendas:
    - 1/12/2021- Tabled
    - 1/19/2021-Discussed
    - 4/6/2021-Discussed
    - 4/20/2021- Discussed
    - 8/3/2021-Tabled
    - 8/17/2021-Discussed
    - 8/16/2022-Tabled
    - 9/6/2022- Discussed
    - 1/17/2023- Discussed
    - 3/7/2023 – Item added by Councilor Stevens and Orozco
      - Council decided to have the city attorney draft an ordinance based on the information provided by Councilor Stevens
- **Seneca West R6 Zone change**
  - 3/7/2023
    - Council requested some prices to replat as larger lots, not in favor of R6
    - Staff will be getting prices to plat larger lots and bring them back to the council
- **5616 Bandera road, also known as Comfort Cafe**
  - 3/21/2023 Public Hearing to remedy
    - Council decided to demo the property. Scheduled for May 1, 2023 demo
  - 4/24/2023 Owner paid the liens. Demo is scheduled for June 30<sup>th</sup>.
- **Towing Contract**
  - 04/04/2023 – Council Would like additional information
  - 5/2/2023 – will be back with additional information

- Council selected Banis towing contract will come back for final approval.
  - 6/20/2023 -Scheduled
- **Regulations regarding front yard fences**
  - Date to be determined
- **Health Inspector contract**
  - Date to be determined
- **Building Official contract**
  - Date to be determined
- **RFP for Staff utilization study**
  - Scheduled for Council review 6/20/2023
- **Code regulations dealing with blighted multi-family complexes**

**ITEMS ARE STILL IN THE PIPELINE BUT HAVE BEEN ADDRESSED**

- **John Marshall Traffic Plan – CR, JH**
  - Discussed at the following Council meeting
  - 12/14/2022 Next steps
  - NISD engineers are still working on the plan, collecting traffic counts, and coordinating with CoSA Traffic Department
  - Once complete, additional meetings will be held with the City to determine the feasibility and appropriateness
  - Once plans are final, the proposal will be presented to City Council for approval
  - John Marshal Update on 3/15 based on 2/14 meeting
  - The City received feedback on possible neighborhood suggestions on 5/09/2022. Joint meeting to be determined.
  - Heard by City Council to possible street closures on 8/23/20 Engineers will develop a report and PD and Fire will review
  - Taking to Council on 10/3/2022
  - 2/7/2023 council will review speed pads and school zone
    - Council decided to move forward with the speed pads and wait on the school zone. The Delinators will also be left alone
- **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
- **Fourth of July Presentation**
  - City Council 3/15
  - Council provided direction
  - The next update will be on 6/7/2022
  - Recap August 2, 2022, and August 16, 2022
  - Recap and Direction October 4, 2022
  - Review 11/15/2022
    - Time will remain the same and have a headliner that is well known
- **Presentation and discussion on the status of implementation of TPCA best practices for law enforcement policies, including the mandatory provision of mental health PTO in accordance with Texas legislative changes - JS, RO**
  - Discussed at the following Council meeting
    - 6/1/2021
  - Update in the CM report 10/26/2021:
    - We released the initial 6 policies (6.1 - Use of Force, 6.3 - Non-lethal, Less than lethal weapons, 6.4 - Officer Involved Shooting, 7.15 - Vehicle Pursuits, 7.40 Investigations, 8.6 Active Shooter) in July and August. With the distribution, we included a record of receipt and pertinent training.
    - Since the initial release, we have now distributed 4 more policies (3.2 - Field Training Program, 3.2.1 - Field Training Program Operations Manual, 4.6 - Off-duty Employment, 5.4 - Body Worn Camera) and again, with the distribution, we have included a record of receipt and pertinent training.
    - Currently in the process of the last review before we release 8 other policies.
  - Mental Health quarantine Policies Section 614.015 of the Tx Gov't Code have been updated and can be found here:  
[https://cms3.revize.com/revize/leonvalleynew/departments/human\\_resources/procedural\\_directives.php#revize\\_document\\_center\\_rz4176](https://cms3.revize.com/revize/leonvalleynew/departments/human_resources/procedural_directives.php#revize_document_center_rz4176)

- Distributed a Property and Evidence packaging manual that is used along with 12.1 Property and Evidence Management. 10.1 Prisoner Processing and 11.1 Municipal Court are in the final draft and edit stage and will be distributed both in the near future.
- Citizens or Media Recording of Police Incidents 2/1/2022
- Evidence and Property 2/1/2022
- Body Worn Cameras 9/3/2022
- Differential Police Response (CFS Report Program) 9/6/2022
- Rules of Conduct 9/15/2022
- Mission, Values, Written Directives 12/27/2022
- Law Enforcement Role and Authority 12/27/2022
- Field Interviews, Stop and Frisk 12/27/2022
- Arrests With and Without Warrants 12/27/2022
- Eyewitness Identifications 12/27/2022
- **Red-light cameras First Available Contract end term is May 2037**
  - City Council adopted a Resolution declaring the intent to phase out redlight cameras 4/6/2021 – Resolution # 21-009R
  - The RLC Contract would be difficult to terminate without financial obligation from the City
  - City Council supports HB 1209 and physically delivers letters in support to Cortez, Biederman, Canales, Menendez
  - Funds – Eligible projects – CR
    - Will be discussed at the Town Hall Meeting on January 22, 2022
  - Discussed at the retreat council has decided not to spend funds until we know what the legislature is doing
  - Resolution supporting SB 446-2/21/2023
- **Tiger brush and bulk issues- Contract ends January 1, 2025**
  - Discussed at the following City Council Meetings
    - 02/22/2021
      - Council addressed complaints and Tiger sanitation responded
    - 09/7/2021
      - Considered a resolution on how to handle bulk pick-up. Resolution # 21-031-R, the direction was given to CM to come back with a plan.
      - Considered and Ordinance Amending the Ord 14.02 Solid Waste First reading.
    - 11/2/2021
    - Considered and Ordinance Amending the Ord 14.02 Solid Waste Second Reading Passes Ord. # 21-053.
    - 1/11/2022

- Council considered two options to handle the overflow of Brush. The Council decided to have PW pick up the overage after Tiger sanitation picked up their 8 CY.
  - There were 11 homes with oversized brush the City had the item picked on 3/4/22-3/8/22
  - 05/17/2022 Council meeting discussing rate increase.
    - Council allowed the 2.5% increase for July and another in January but did not approve the 7.5 % increase
    - Council was willing to renegotiate terms
      - On 8/23/2022 council decided to leave terms as is
- **Opioid Litigation**
  - Item Was Addressed in Executives session on:
    - 6/15/2021
    - 09/7/2021
    - 9/21/2021
  - Council Addressed this item at the following Council meeting
    - 11/16/2021
      - Council Passed a resolution # 21-04, agreeing to participate in a settlement agreement with opioid manufacturer Johnson & Johnson. The other is three major pharmaceutical distributors: AmerisourceBergen, Cardinal Health, and McKesson and is estimated to receive \$28,389
  - The City still has an Agreement with Phipps, Ortiz and Talafuse for any remaining ongoing litigation
  - Received our first payment of \$7,000 on 4/20/2023
- **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 decided not to expend the funds on this project at this time.
  - Will be discussed under the Townhall meeting update to the council on 4/19/2022
    - Council would like us to use our future land use map
- **Sewer Service Charge Adjustments**
  - Council meeting 2/15/22
  - Impact Fees Removed
  - Sewer Charges will be brought back at a later time.
- **Apartments Finley And Sierra Royale, Forest Oaks, Vista Del Rey- BM**
  - Update on one of the Apartment Complexes at the CC mtg 3/15
    - Presentation was given on Vista Del Rey
    - Next apartment review is on 5/3/2022

- Staff received legal advice in the executive session
  - Executive session 8/2/2022
    - Council decided to file a Chapter 54 lawsuit against Vista del Rey, filed on 8/5/2022
    - TRO was granted on 8/8/2022
    - Administrative warrant executed on 8/17/2022
    - Temporary Injunction was granted on 8/22/2022
      - They have 6 months to comply.
    - 8/31/2022 Vista got new attorneys
    - 9/9/2022 Vista filed a motion to dissolve the temporary injunction
    - C of Os issued Shed, Maintenance Shop, Laundry 1-3, Vista, Gym
    - 9/19/2022 hearing set and canceled
  - Executive Session 9/20/2022
  - Vistal Del Rey is 50% compliant council agreed to settled on 4/18/2023
- **Presentation, discussion, and possible action on fluoride survey results – JS**
  - CC Mtg. 3/1/2022 Postponed
  - Moved to 4/5/22
  - Presentation on given to the council and the community on the benefits, no direction was provided to staff
- **American Rescue Plan funds**
  - 8/17/2021 City Council meeting. Council agreed to budget in FY 2022 for the following
    - 911 Mass text - \$5,900
    - PPE and Decontamination Supplies -\$10,000
    - Disposal Supplies and Medication - \$45,000
    - 2 power stretchers – \$60,000
    - 12 LEAD Cardiac monitor - \$70,000
    - Library Hot Spots – \$5,220
    - Huebner Well Generator -\$230,000
  - 11/16/2021 Budget Adjustment ord. # 21-060
    - AV equipment – Council Chambers -\$41,000
    - PD AC Repair - \$10,000
    - Website upgrades - \$40,000
    - Premium Pay for Essential Workers -\$150,000
    - Citizen Utility Asst. -\$50,000
    - Library AC repair -\$25,000
  - For FY 23 Budget
    - Fire Truck-\$400,000

- Shadow Mist Skate Park -\$70,000
- This item was heard at the Town Hall Meeting on 3/26/2022
  - Citizen input will be presented at the 4/19/22 CC Mtg
- At the 4/19/2022 council Meeting council decided to use \$400,000 to purchase a fire truck
- Finance Director gave a presentation on 10/18/2022 council meeting
- City Manager updated eligible items and gave a presentation 4/18/2023 council directed to buy new Fire truck, ambulance and well generator
- **AV equipment for the Conference Center -Budget Adjustment from ARP Funds**
  - Council meeting 2/1/22 first read
  - Item amended to get the direction of the scope of work
  - Will bring the item back after the BID process
  - Discuss alternatives 5/3/2022

## **COMPLETED**

- **Presentation and discussion on the hiring process for Directors**
  - 1/17/2022 presented and passed unanimously
- **Substandard Building Regulations**
  - 1/17/2023 first read
  - 2/7/2023 second read passed unanimously
- **City Manager Evaluation**
  - 2/7/2023
- **A scope of duties for the Earthwise living committee**
  - 1/17/2023 -The committee had additional comments moved to the next meeting
  - 2/7/2023 – The next Earthwise meeting is on 2/1. It was to close to the agenda preparation process being postponed until 2/21/2023
  - 2/23/2023- Placed on the Agenda – Passed on consent unanimously
- **Blood Drive and PTO Policy**
  - 3/7/2023 – Passed unanimously
- **Lyft Program**
  - 2/21/2023 – City Council wished to proceed with the partnership
  - 3/7/2023 – Will be on the agenda with an ordinance for a first read.
  - 3/21/2023 - Will be on the agenda with an ordinance for a second read.
    - Approved unanimously
- **Discussion and possible action on amending BOA variance criterion by Texas Legislative changes**
  - 2/28/2023 – Went to the planning and zoning commission, which recommended approval
  - 3/7/2023 – Will be on for the first read
  - 3/21/2023 – Will be on for the second read
    - Passed unanimously

- **A policy on open meetings act in regards to how it applies to advisory committees**
  - 1/17/2023 – Moved by Mayor
  - 2/7/2023 – Moved by Mayor
  - 2/21/2023 – Moved by Mayor
  - 3/7/2023- The meeting agenda too full moved by City Manager
  - 3/21/2023- The meeting agenda too full moved by City Manager
  - 4/4/2023 – Placed on the agenda
  - 4/18/2023 – Will be placed on consent – Passed Unanimously
- **Presentation on VIA ridership and MTA .005 of sales tax**
  - 2/7/2023 – Mayor would like VIA present moved to 2/21/2023
  - 2/21/2023 – Placed on the agenda – The council requested more information to return to the council by April
  - 4/18/2023 – Item placed on the Agenda -No Action taken
- **Public Private Partnership with local petshops for pet adoption options**
  - 2/21/2023 City Council wished to proceed with the Partnership
  - 3/21/2023 will return with an official MOU – postponed due to being held up with Petland legal
  - 4/18/2023 – Placed on the Agenda as a resolution Passed Unanimously
- **Health Insurance Broker**
  - Gallagher benefits services the contract was awarded for three years Passed by council on 4/18/2023
- **Over 65 Tax Exemption**
  - Council Mtg. 3/1/22
    - Councilor Orozco will get with the Finance Director to see if this item will come back on a later date
    - 2/21/2023 The Council looked at a 5% exemption for everyone. This will come back before July
    - 05/2/2023 Brought back by Councilor Stevens and Hefner as a first read
    - 5/16/2023 on for the second read
      - Item Passed