



**CITY OF LEON VALLEY**  
**CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, February 17, 2026 at 6:00 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. **The City Council Shall Meet in Executive Session to Discuss the Following:**
  1. Pursuant to Texas Government Code Section 551.072: Deliberations about Real Property to discuss the value of .552 acres of land, Lot 7, Dirt V-Murchison Huebner Subdivision, City of Leon Valley, Bexar County, Texas also know at the Silo Property
3. **Reconvene into Regular Session**
4. **Citizens to be Heard** - Citizens wishing to address the City Council for items not on the agenda will be received at this time. Please limit comments to 3 minutes. In accordance with the Open Meetings Act, the City Council is restricted from discussing or acting on items not listed on this agenda.
5. **Possible Action on Issues Discussed in Executive Session If Necessary**
6. **Presentations**
  1. Presentation and Discussion on the Approval of the Annual Comprehensive Financial Report (ACFR) for Fiscal Year 2025 - Debbie Fraser, CPA
  2. Presentation and Discussion on the RiseAI YouthBuild Grant Proposal - R. Reed, Library Director
  3. Presentation and Direction to Staff on the Park Commission's Recommended Location of the Monument at Veterans Memorial Park - D. Dimaline, Public Works Director

4. Discussion and Possible Action regarding a July 4th, 2026, Celebration - Dr. C. Caldera, City Manager
7. **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.
8. **City Manager's Report**
  1. **Upcoming Important Events:**
    - **March 03, 2026 – Regular City Council Meeting**  
6:30 PM · City Council Chambers
    - **January 01, 2026 - April 20, 2026 – Period that Registered Voters may apply for a Ballot by Mail**
    - **Feb 17-27, 2026, (Closed President’s Day-February 16th) – Early Voting – Joint Primary Election Leon Valley Conference Center**
    - **March 03, 2026 – Primary Election-Election Day**  
7:00 AM – 7:00 PM, at the Leon Valley Conference Center
    - **March 07, 2026 – 36th Annual Earthwise Living Day**  
9:00 AM -1:00 PM at the Community Center
    - **March 07, 2026 – Basura Bash River & Waterway Cleanup**  
8:00 AM – 12:00 PM – HEB parking lot at 5601 Bandera Road
    - **March 28, 2026 – City-Wide Garage Sale**  
8:00 AM – 6:00 PM
    - **April 02, 2026 – Last Day to Register to Vote** on the May 02, 2026, General Election Ballot
    - **Miscellaneous other Events and Announcements**
9. **Consent Agenda** - All Consent Agenda items listed are considered to be routine by the City Council and may be enacted by one (1) motion. There will be no separate discussion of a Consent Agenda item unless a member of City Council requests that the item be pulled from the Consent Agenda and considered in its normal sequence on the Regular Agenda.
  1. Discussion and Possible Action Approving of the Following City Council Minutes:
    - a. 02/03/2026 Regular City Council Meeting Minutes
    - b. 02-07-2026 Annual Town Hall Meeting Minutes
  2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:
    - a. 09-10-2025 Earthwise Living Committee Meeting Minutes
    - b. 12-10-2025 Earthwise Living Committee Meeting Minutes
  3. Presentation and Discussion of the Monthly Financial Report Ending January 31, 2026 - C. Goering, Finance Director

4. Presentation, Discussion and Possible Action on an Ordinance Removing Chapter 15, "Zoning," Section 15.02.327, "PD", Planned Development District from the City's Code of Ordinances (1st Read was Held on 02-03-2026) - Dr. C. Caldera, City Manager

## 10. Regular Agenda

1. Discussion and Possible Action of a Resolution Adopting "El Verde by 2030" Plan for Environmental Sustainability for the City of Leon Valley - D. Dimaline, Public Works Director
2. Presentation, Discussion on Amending Chapter 11 - Taxation, Article 11.05 Short Term Rentals Occupancy Tax to add a Requirement of Permit Number Listings and Address Identification (First Read as Required by the City Charter) - Dr. Caldera, City Manager

11. **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.**

## 12. Adjournment

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

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

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

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

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

Median-Valued Homestead Property of \$230,620	Property Tax Bill in Dollars
Current FY 2024/25	\$ 1,087.67
An estimate if the proposed budget is adopted for FY 2025/26	\$ 1,256.97
An estimate if a balanced budget is funded and adopted at the no- new-revenue tax rate for FY 2025/26	\$ 1,164.72



SAUNDRA PASSAILAIGUE, TRMC  
City Secretary  
February 10, 2026 3:25 PM



CITY OF LEON VALLEY, TEXAS  
ANNUAL COMPREHENSIVE FINANCIAL REPORT  
FISCAL YEAR ENDED SEPTEMBER 30, 2025



**OFFICIALS ISSUING REPORT**

Dr. Crystal Caldera  
City Manager

Carol Goering  
Director of Finance



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INTRODUCTORY SECTION



## February 16, 2026

The Honorable Mayor, Members of City Council  
and Citizens of the City of Leon Valley:

State law requires that every general-purpose local government publish within six months of the close of each fiscal year a complete set of audited financial statements. This report is published to fulfill that requirement for the fiscal year ended September 30, 2025.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

The City of Leon Valley financial statements have been audited by Armstrong, Vaughan and Associates, P.C., a firm of licensed certified public accountants. They have issued an unmodified “clean” opinion on the City of Leon Valley’s financial statements for the year ended September 30, 2025. The independent report is located at the front of the financial section of this report.

Management’s discussion and analysis (MD&A) immediately follows the independent auditor’s report and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction with it.

## PROFILE OF THE GOVERNMENT

The City, incorporated in 1952, is a residential community located in south central Texas in the northwest portion of the San Antonio Metropolitan Statistical Area. The City is located in Bexar County, Texas. Bexar County’s economy is based on military, tourism, agriculture, limestone mining, medical facilities, and manufacturing. The City has a land area of 3.5 square miles and is surrounded on all sides by the City of San Antonio. Most City residents are employed within the greater San Antonio Metropolitan Statistical Area. A full range of services is provided to residents and businesses, including police and fire protection, construction and maintenance of streets and infrastructure, recreational activities, and water and sewer utilities. The City population based upon the 2020 census is 11,542. The City is empowered to levy a property tax on both real and personal property located within its boundaries. The City’s property tax rate is average compared to the rest of Bexar County.

6400 El Verde Road  
Leon Valley, Texas 78238  
O (210) 684-1391  
[www.leonvalleytexas.gov](http://www.leonvalleytexas.gov)

The city is operated under the council-manager form of government. Policy making and legislative authority are vested in the City Council, which consists of a Mayor and a five-member Council. The Council is elected on a non-partisan basis at large. Council members are elected to two-year staggered terms. The Mayor is elected at large to a two-year term. The City Council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees and the hiring of a City Manager. The City Manager is responsible for carrying out the policies and ordinances of the governing Council, overseeing the day-to-day operations of the City, and appointing the heads of the City's departments.

The City maintains extensive budgetary controls. The objective of these controls is to ensure the proper safeguarding of City assets, compliance with State budgetary statutes and compliance with legal provisions embodied in the annual budget approved by the City Council. Activities of the General Fund, Red Light Camera Fund, ARP Fund, Debt Service Fund, Water and Sewer (Enterprise) Fund, Community Center Fund, Building Security Fund, Child Safety Fund, Municipal Court Technology Fund, Street Maintenance Tax Fund, Police Forfeiture Fund, Grant Fund, and Crime Control and Prevention District are included in the City's annual budget.

The annual budget serves as the foundation for the City of Leon Valley's financial planning and control. Generally, the City has a policy of funding the current year's operating expenditures with current operating revenues. Capital purchases are funded from the Unassigned Fund Balance. All departments of the City of Leon Valley are required to submit requests for appropriation to the City Manager on or before the first week in May each year. The City Manager then presents this proposed budget to the Council for review in August. The Council is required to hold a public hearing on the proposed budget and to adopt a final budget by no later than September 30, the close of Leon Valley's fiscal year.

The City has adopted financial policies for budgetary control that are stricter than is required by law. The appropriated budget is prepared by funds, department (e.g. police), and function (e.g. patrol). Department heads may make transfers of appropriations within a department. Transfers of appropriations between departments, however, require the special approval of the Council. Budget-to-actual comparisons are provided in this report for each individual governmental fund for which an appropriated annual budget has been adopted.

## LOCAL ECONOMY

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City of Leon Valley operates.

The City of Leon Valley's property values have demonstrated a decrease over the last few years. The region's leading industries, in terms of gross sales for the City, are auto dealers/gasoline service stations and food stores. A significant portion of sales for these businesses is not subject to local sales taxes.

## LONG-TERM FINANCIAL PLANNING

In FY 2011 the City implemented GASB 54 Fund Balance Reporting and Governmental Fund Type Definitions and formally adopted a Fund Balance Policy. The Fund Balance Policy adopted by the City is the framework upon which consistent operations may be built and sustained. For man-made or natural disaster emergencies the City aims to maintain a Committed Fund Balance equivalent to one month operating expenses based on the current operating budget. For the fiscal year that ended September 30, 2025, the Committed Fund Balance was \$1,250,000.

The City also maintains a ten-year Capital Acquisition Plan (CAP) to provide for capital outlay expenditures. Each fiscal year, the CAP is reviewed and analyzed by the City Manager and City staff to determine needs for office and other machinery and equipment, vehicles, buildings and building improvements, land, and other improvements. The ten-year CAP is authorized by the City Council during the City's annual budget adoption process. As items are funded only when deemed necessary, capital outlay details and amounts vary between budget years. The plan is funded from the Unassigned Fund Balance.

#### AWARDS AND ACKNOWLEDGMENTS

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Leon Valley for its annual comprehensive financial report (ACFR) for the fiscal year ended September 30, 2024, with the highest standards for the preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized annual comprehensive financial report, whose contents conform to program standards. The ACFR must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current report continues to conform to the Certificate of Achievement program requirements and we are submitting it to GFOA.

We would like to extend our sincere thanks and appreciation to the Finance Department, and all City staff and department heads who helped in the preparation of this report. A special thanks goes to our Mayor and City Council for their strong leadership and support, their sense of civic duty and responsibility, and their diligence in conducting the operations of the City in a responsible and progressive manner.

Respectfully submitted,



Dr. Crystal Caldera  
City Manager



Carol Goering  
Finance Director



Government Finance Officers Association

**Certificate of  
Achievement  
for Excellence  
in Financial  
Reporting**

Presented to

**City of Leon Valley  
Texas**

For its Annual Comprehensive  
Financial Report  
For the Fiscal Year Ended

September 30, 2024

*Christopher P. Morill*

Executive Director/CEO

CITY OF LEON VALLEY, TEXAS  
PRINCIPAL OFFICIALS  
YEAR ENDED SEPTEMBER 30, 2025

**ELECTED OFFICIALS**

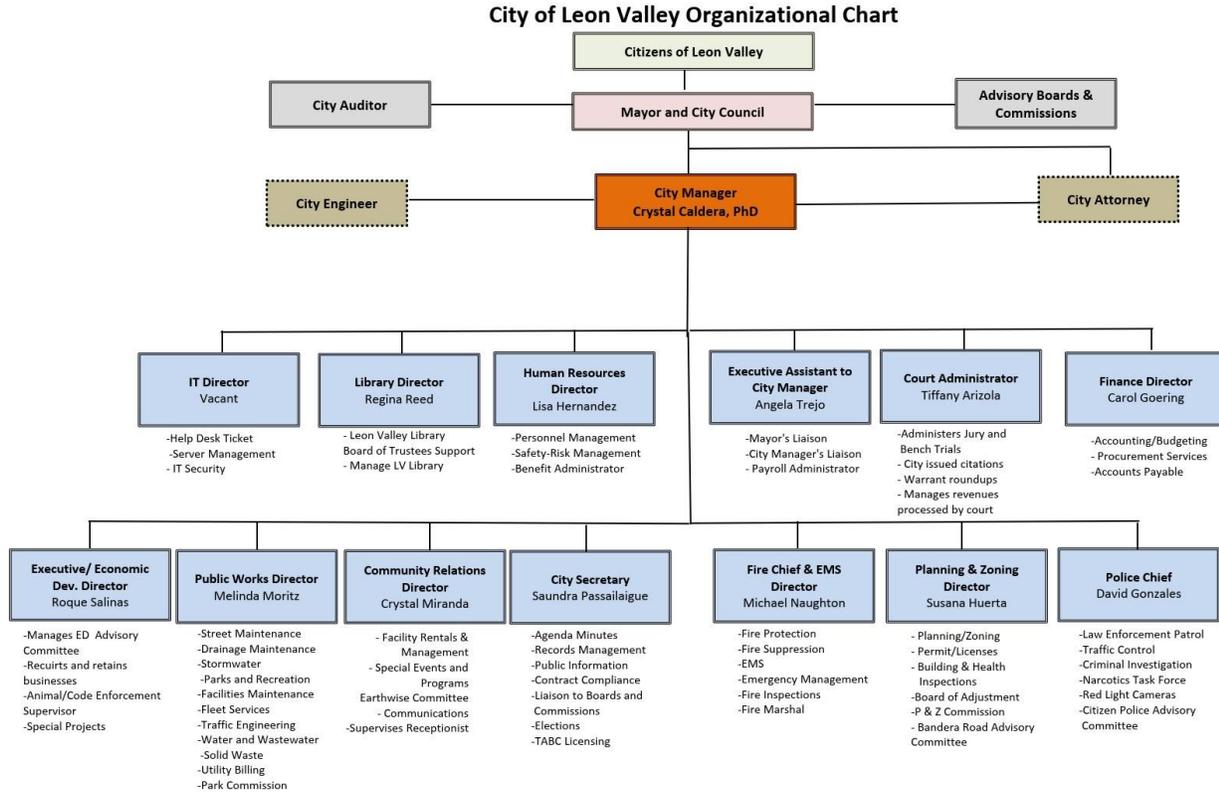
MAYOR	CHRIS RILEY
CITY COUNCIL, PLACE 1	DANIELLE BOLTON
CITY COUNCIL, PLACE 2, MAYOR PRO-TEM	BETTY HEYL
CITY COUNCIL, PLACE 3	PHILIP CAMPOS, CPA
CITY COUNCIL, PLACE 4	REY OROZCO
CITY COUNCIL, PLACE 5	BETH MURSCH

**CITY OFFICIALS**

CITY MANAGER	DR. CRYSTAL CALDERA
DIRECTOR OF FINANCE	CAROL GOERING
CITY SECRETARY	SAUNDRA PASSAILAIGUE
PLANNING AND ZONING DIRECTOR	SUSANA HUERTA
POLICE CHIEF	DAVID GONZALEZ
FIRE CHIEF	MICHAEL NAUGHTON
LIBRARIAN	REGINA REED
PUBLIC WORKS DIRECTOR	MELINDA MORITZ
HUMAN RESOURCES DIRECTOR	LISA HERNANDEZ
CITY ATTORNEY	ARTURO D. RODRIGUEZ MESSER FORT

# CITY OF LEON VALLEY ORGANIZATIONAL CHART

Organizational Chart FY 2025





FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and  
Members of the City Council  
City of Leon Valley, Texas

**Report on Audit of the Financial Statements**

***Opinions***

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Leon Valley as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise City of Leon Valley's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Leon Valley, as of September 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

***Basis for Opinions***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of City of Leon Valley and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we obtained is sufficient and appropriate to provide a basis for our audit opinions.

***Emphasis of Matter - Prior Period Adjustment***

As discussed in Note 12 to the financial statements, the city increased capital assets by \$416,769 due to unrecorded assets purchased in prior years.

***Responsibilities of Management for the Financial Statements***

The City of Leon Valley's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Leon Valley's ability to

continue as a going concern for one year after the date that the financial statements are issued, including any currently known information that may raise substantial doubt shortly thereafter.

***Auditor’s Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgement and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of City of Leon Valley’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgement, there are conditions or events, considered in the aggregate, that raise substantial doubt about City of Leon Valley’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis, budgetary comparison information, and schedules related to the City’s net pension and total other postemployment benefit liabilities – TMRS, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Leon Valley' basic financial statements as a whole.

The comparative financial statements, combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining, individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

***Other Information***

Management is responsible for the other information included in the annual report. The other information comprises the introductory section and statistical section but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.



Armstrong, Vaughan & Associates, P.C.

February 16, 2026

## MANAGEMENTS DISCUSSION AND ANALYSIS

As management of the City of Leon Valley, we offer readers of the City's financial statements this narrative overview and analysis of the financial activities of the City of Leon Valley for the fiscal year ended September 30, 2025. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found in the introductory section of this report.

### Financial Highlights

- The assets and deferred outflows of resources of the City of Leon Valley exceeded its liabilities and deferred inflows of resources by \$44.4 million (net position) at the close of the most recent fiscal year. Of this amount, \$9.7 million (unrestricted net position) (\$6.1 million is governmental and \$3.6 business-type activities) may be used to meet the City's operational needs.
- The City's total net position increased by \$3.7 million mainly due to increased governmental revenues and increased utility revenues.
- The City's OPEB and pension related deferred outflows totaled \$1.5 million at year end, a decrease of \$1 million in comparison with the prior year due to decreases in the contribution rates and experience rates.
- The City's OPEB and pension related deferred inflows totaled \$714 thousand at year end, an increase of \$342 thousand in comparison with the prior year due to a sharp increase in the investment earnings. The Pension Liability decreased by \$1.4 million primarily as a result of increased net investment income.
- As of the close of the current fiscal year, the City's governmental funds reported a combined ending fund balances of \$16.9 million, an increase of \$1.8 million in comparison with the prior year. Actual revenues were \$870 thousand less than budgeted. Grant revenues were \$1.1 million below budget due to projects that were not completed by year end. Actual expenditure was less than budgeted overall. The favorable variance was primarily attributable to lower than budgeted spending in the following departments: Law Enforcement Administration, \$541 thousand; Fire Protection, \$362 thousand; Public Works, \$372 thousand; Parks and Recreation, \$2.0 million; Community Development, \$495 thousand; and Economic Development, \$302 thousand. At the end of the fiscal year, the General Fund unassigned fund balances was \$8.3 million which is 63.2% or 7.6 months of the general fund expenditures not including capital outlay.
- During the fiscal year, the City made payments on bonds, decreasing outstanding debt by \$515 thousand, as of the end of the current year, the City had \$5.7 million in bonds outstanding (including unamortized premiums).

### OVERVIEW OF THE FINANCIAL STATEMENTS

The discussion and analysis is intended to serve as the introduction of the City of Leon Valley, Texas' basic financial statements which are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements.

Government-Wide Financial Statements – The government-wide financial statements are designed to provide readers with a broad overview of the City’s finances, in a manner similar to a private-sector business financial presentation.

The statement of net position is a presentation of the City’s assets and liabilities, including capital and infrastructure assets, and long-term liabilities. This statement reports the difference between assets and liabilities as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information regarding increases and decreases to the government’s net position for the fiscal year. Changes in net position are recorded when the underlying event giving rise to the change occurs regardless of the timing of cash flows.

Therefore, revenues and expenses reported in this statement for some items will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused personal leave). Both government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees or charges (business-type activities). Governmental activities include administration, public safety, public works/information technology office, parks and recreation, library, and community development. The business-type activities of the City are water and sewer.

**Fund Financial Statements** – The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Fund financial statements are used to present financial information detailing resources that have been identified for specific activities. The focus of the fund financial statements is on the City’s major funds, although non-major funds are also presented in aggregate and further detailed in the supplementary statements. The City uses fund accounting to ensure and demonstrate compliance with requirements placed on resources. Funds are divided into three types: governmental, proprietary, and fiduciary. However, the City does not have any fiduciary funds.

*Governmental Funds* – Governmental funds are used for essentially the same functions reported in the governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources available for current spending, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government’s near-term financing requirements.

As the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government’s near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

*Proprietary Funds* – The City maintains one type of proprietary fund. Enterprise funds are used to report the functions presented in business-type activities in the government-wide financial statements. The City uses the enterprise fund to account for the provision of water and sewer services to residents.

Proprietary fund financial statements provide separate and more detailed information for the water and sewer fund. The water and sewer fund is considered a major fund of the City.

**Notes to the Basic Financial Statements** – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

**Other Information** – In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information on the City’s general fund budget, red light camera fund, and the street maintenance fund budget, which are adopted on an annual basis. A budgetary comparison statement has been provided for these funds in order to demonstrate budgetary compliance with this budget.

In addition, this report also contains certain required supplementary information concerning the City of Leon Valley’s progress in funding its obligation to provide pension benefits and other post-employment benefits.

The combining statements referred to earlier in connections with non-major governmental funds are presented immediately following the required supplementary information.

**GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Below is a comparative summary of the governmental activities and business-type activities as required by GASB Statement No. 34.

**TABLE A-1  
NET POSITION**

	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
<b>Assets</b>						
Current Assets	\$ 18,070,502	\$ 16,760,785	\$ 5,601,199	\$ 5,849,127	\$ 23,671,701	\$ 22,609,912
Capital and Noncurrent Assets	20,789,408	20,850,137	12,886,904	10,841,003	33,676,312	31,691,140
Total Assets	<u>38,859,910</u>	<u>37,610,922</u>	<u>18,488,103</u>	<u>16,690,130</u>	<u>57,348,013</u>	<u>54,301,052</u>
<b>Deferred Outflows of Resources</b>						
	<u>1,383,676</u>	<u>2,416,138</u>	<u>113,405</u>	<u>100,122</u>	<u>1,497,081</u>	<u>2,516,260</u>
<b>Liabilities</b>						
Current Liabilities	1,822,502	2,234,657	506,365	439,501	2,328,867	2,674,158
Noncurrent Liabilities	9,293,032	11,215,846	2,131,855	2,257,046	11,424,887	13,472,892
Total Liabilities	<u>11,115,534</u>	<u>13,450,503</u>	<u>2,638,220</u>	<u>2,696,547</u>	<u>13,753,754</u>	<u>16,147,050</u>
<b>Deferred Inflows of Resources</b>						
	<u>638,252</u>	<u>358,210</u>	<u>76,097</u>	<u>14,374</u>	<u>714,349</u>	<u>372,584</u>
<b>Net Position</b>						
Net Investment in Capital Assets	16,785,962	16,338,530	11,219,289	9,114,507	28,005,251	25,453,037
Restricted	5,576,607	5,956,937	1,109,749	1,776,950	6,686,356	7,733,887
Unrestricted	6,127,231	3,922,880	3,558,153	3,187,874	9,685,384	7,110,754
Total Net Position	<u>\$ 28,489,800</u>	<u>\$ 26,218,347</u>	<u>\$ 15,887,191</u>	<u>\$ 14,079,331</u>	<u>\$ 44,376,991</u>	<u>\$ 40,297,678</u>

Deferred outflows of resources are related pensions and other post-employment benefits and represent a consumption of net position that applies to future period(s) and will not be recognized as an expenditure until then. Deferred inflows of resources are related to other post-employment benefits and represent an acquisition of net position that applies to a future period and will not be recognized as revenue until that time. Additional information regarding the City’s deferred outflows and deferred inflows of resources can be found in Notes 7 and 8 of this report.

The largest portion of the City’s net position, \$28.0 million, represents its investment in capital assets (e.g., land, construction in progress, buildings, machinery, and equipment, net of accumulated depreciation), less any related debt used to acquire those assets that are still outstanding. The City of Leon Valley, Texas uses these assets to provide services to citizens; consequently, these assets are not available for future spending. Although, the City’s investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Of the other net position, \$6.7 million represents resources that are subject to external restrictions on how they may be used. \$9.7 million (unrestricted net position) of this \$6.1 million is governmental and \$3.6 million is business-type activities may be used to meet the City’s operational needs.

Governmental activities increased net position by \$2.3 million during the fiscal year. This change was primarily driven by fluctuations in program revenues and expenses. The City’s total governmental revenues were \$18.5 million, of which 66.4% were derived from taxes, compared to 67.4% in the prior year. Charges for services accounted for 23.2% of total governmental revenues.

Total governmental revenues increased by \$397 thousand from the prior year. This increase was primarily driven by a \$735 thousand increase in miscellaneous revenues, which resulted from the one time sale of City owned property during the fiscal year. This nonrecurring revenue more than offset declines in several other revenue categories.

Charges for services decreased by \$253 thousand, while operating grants declined by \$67 thousand compared to the prior year. Capital grants and contributions decreased by \$26 thousand, primarily due to the timing of capital projects and fewer projects reaching reimbursement or completion stages during the fiscal year compared to the prior year.

Tax-related revenues experienced modest growth, including increases in property taxes of \$20 thousand, sales taxes of \$7 thousand, franchise taxes of \$41 thousand, and occupancy taxes of \$24 thousand, reflecting a combination of changes in the taxable base, collection timing, and the economic activity. These increases were partially offset by a decline in investment earnings of \$84 thousand, reflecting lower interest earnings compared to the prior year.

Overall, the increase in total governmental revenues was primarily attributable to a nonrecurring property sale, while other revenue fluctuations reflected normal timing, market conditions, and operational factors.

Total expenses for governmental activities were \$17.5 million, representing an increase of \$88 thousand from the prior year. This increase was primarily driven by higher Public Safety expenditures, which increased by \$644 thousand, reflecting increased personnel and operational costs necessary to maintain public safety service levels.

The increase in Public Safety expenditures was partially offset by decreases in several other functional areas. Public Works expenditures decreased by \$363 thousand, primarily due to lower capital outlay and project related spending compared to the prior year. Parks and Recreation expenditures declined by \$186 thousand, largely due to the timing of capital and operational activities. Administration expenditures decreased by \$148 thousand, reflecting lower overall operating costs, while Community Development and interest expenditures also declined modestly from the prior year.

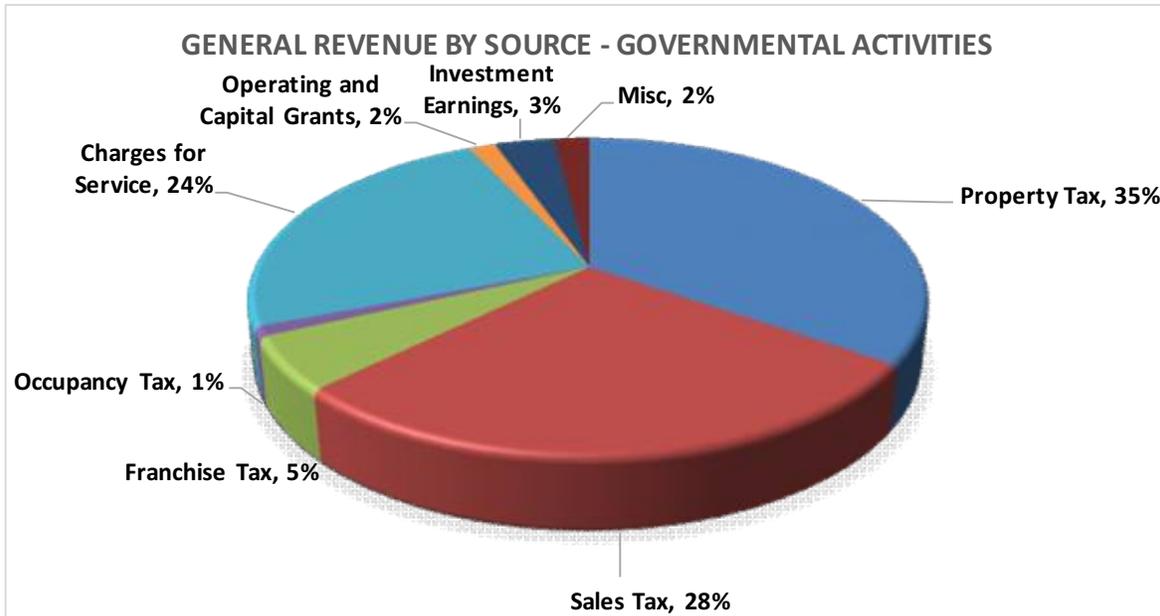
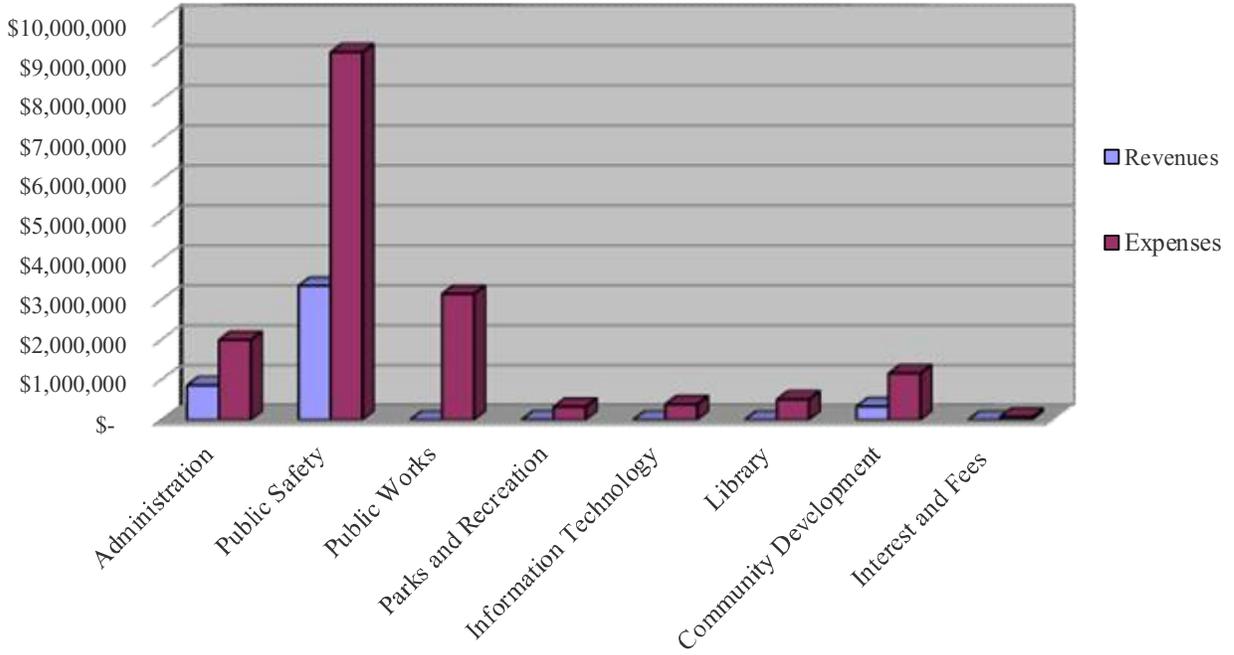
Overall, changes in governmental activities expenses reflect a shift in spending toward public safety priorities, while reduced expenditures in other departments moderated the overall increase. Table A-2 presents a summary of the changes in net position for governmental activities.

**TABLE A-2**  
**CHANGES IN NET POSITION FOR GOVERNMENTAL AND BUSINESS-TYPE ACTIVITIES**

	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
<b>Revenues:</b>						
Program Revenues:						
Charges for Services	\$ 4,288,535	\$ 4,541,199	\$ 5,658,084	\$ 5,362,842	\$ 9,946,619	\$ 9,904,041
Operating Grants and Contributions	11,274	77,902	-	-	11,274	77,902
Capital Grants and Contributions	260,183	286,172	246,900	245,726	507,083	531,898
General Revenues						
Property Taxes	6,208,965	6,189,180	-	-	6,208,965	6,189,180
Sales Taxes	5,017,086	5,010,542	-	-	5,017,086	5,010,542
Franchise Taxes	969,152	927,879	-	-	969,152	927,879
Occupancy Taxes	107,863	84,144	-	-	107,863	84,144
Investment Earnings	609,094	692,726	189,763	207,415	798,857	900,141
Miscellaneous	364,486	317,621	32,024	117,693	396,510	435,314
Total Revenues	<u>17,836,638</u>	<u>18,127,365</u>	<u>6,126,771</u>	<u>5,933,676</u>	<u>23,963,409</u>	<u>24,061,041</u>
<b>Expenses:</b>						
Administration	1,998,757	2,146,911	-	-	1,998,757	2,146,911
Public Safety	9,196,274	9,239,567	-	-	9,196,274	9,239,567
Public Works	3,152,063	3,514,599	-	-	3,152,063	3,514,599
Parks and Recreation	331,651	517,986	-	-	331,651	517,986
Library	512,694	501,876	-	-	512,694	501,876
Information Technology Office	390,103	229,970	-	-	390,103	229,970
Community Development	1,164,142	1,187,852	-	-	1,164,142	1,187,852
Utility	-	-	3,482,142	3,384,397	3,482,142	3,384,397
Interest	73,039	79,638	-	-	73,039	79,638
Total Expenses	<u>16,818,723</u>	<u>17,418,399</u>	<u>3,482,142</u>	<u>3,384,397</u>	<u>20,300,865</u>	<u>20,802,796</u>
<b>INCREASE IN NET POSITION BEFORE TRANSFERS</b>	1,017,915	708,966	2,644,629	2,549,279	3,662,544	3,258,245
Transfers In (Out)	1,253,538	1,063,784	(1,253,538)	(1,063,784)	-	-
<b>CHANGE IN NET POSITION</b>	2,271,453	1,772,750	1,391,091	1,485,495	3,662,544	3,258,245
<b>BEGINNING NET POSITION</b>	26,218,347	24,445,597	14,079,331	12,593,836	40,297,678	37,039,433
<b>Prior Period Adjustment</b>	-	-	416,769	-	416,769	-
<b>ENDING NET POSITION</b>	<u>\$ 28,489,800</u>	<u>\$ 26,218,347</u>	<u>\$ 15,887,191</u>	<u>\$ 14,079,331</u>	<u>\$ 44,376,991</u>	<u>\$ 40,297,678</u>

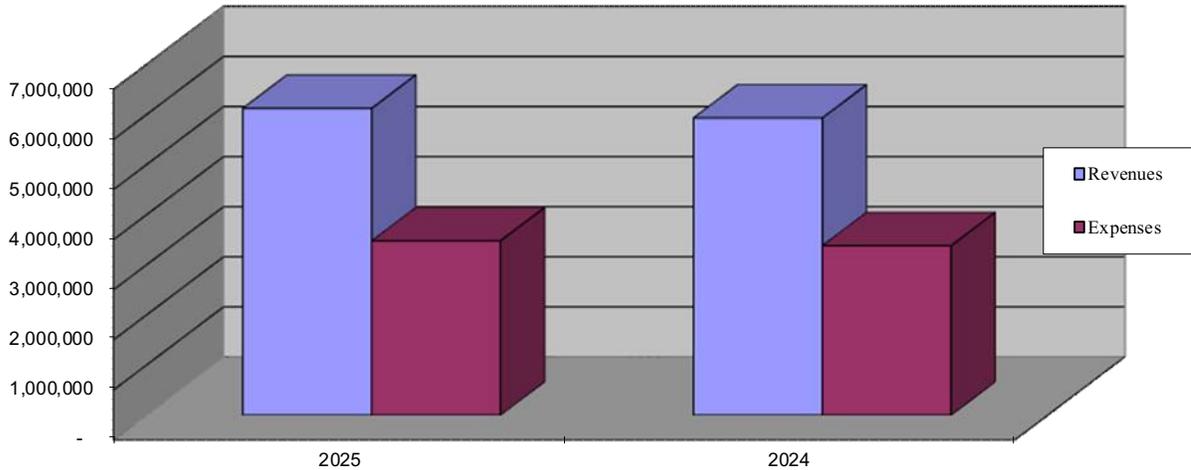
EXPENSES AND PROGRAM REVENUES –GOVERNMENTAL ACTIVITIES  
TOTAL EXPENSES 2025-GOVERNMENT-WIDE

Revenues-Governmental Activities



### Business-Type Activities

Total revenues for business-type activities increased by \$193 thousand from the prior year, primarily due to a \$295 thousand increase in charges for services, reflecting higher utility service revenues during the fiscal year. This increase was partially offset by a \$18 thousand decrease in investment earnings and an \$86 thousand decrease in miscellaneous revenues. Capital grants and contributions increased slightly by \$1 thousand, reflecting routine timing differences related to utility infrastructure projects. Total expenses for business-type activities decreased by \$98 thousand compared to the prior year. This decrease was attributable to the timing of water and sewer maintenance and repair projects that were planned during the fiscal year but were not completed by year end. As a result, related operating and maintenance expenditures will be incurred in a subsequent fiscal year.



### Financial Analysis of the Government's Funds

As noted earlier, the City of Leon Valley uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

**Governmental Funds** - Activities of the primary government’s general fund special revenue funds and debt service funds are considered general government functions. The general fund is the City’s general operating fund. Special revenue funds are used to account for proceeds of specific sources that are legally restricted as to expenditures. The debt service funds are used to account for financial activity related to the City’s general bonded indebtedness, as well as long-term obligations.

As September 30, 2025, the City’s governmental funds reported combined ending fund balances of \$16.9 million, an increase of \$1.8 million in comparison with fiscal year 2024. The general fund which is the chief operating fund of the City, at the end of the current fiscal year, had a committed fund balance of \$1.3 million for man-made or natural disaster emergencies. (See Pages 21-22).

For the fiscal year ended September 30, 2025, the fund balance of the City’s general fund increased by \$2.1 million. Key factors in the increase are as follows: (See Pages 59-62).

- The City’s tax rate remained unchanged at \$0.484739 per \$100 of assessed valuation for the 2024–2025 budget year; however, property tax revenues increased by \$193 thousand from the prior year, reflecting a combination of changes in the taxable base and collection timing.

- The increase in EMS revenue was attributable to higher call volume and increased payments during the fiscal year.
- Contracted Services expenditures in Council and Manager department decreased to \$100 thousand from prior year, primarily due to a one-time personnel study and the Haven for Hope program with Bexar County incurred in FY 2024 that did not recur in the current fiscal year.
- Law Enforcement Administration expenditures were \$523 thousand below the final budget for the fiscal year. This favorable variance was primarily attributable to lower than budgeted personnel services, which were \$461 thousand under budget, largely due to vacant positions and staff turnover during the year. Contracted services expenditures were also \$58 thousand below budget, reflecting lower than anticipated use of outside services. These favorable variances were partially offset by minimal differences in supplies and capital outlay, which were generally in line with budget.
- Fire Protection Operations expenditures were \$341 thousand below the final budget for the fiscal year. This variance was primarily attributable to lower than budgeted personnel services, which were \$171 thousand under budget, largely due to vacant positions and staffing turnover during the year. Contracted services expenditures were also \$77 thousand below budget. In addition, capital outlay expenditures were \$59 thousand below budget due to the timing of equipment purchases that were deferred to a future fiscal year. These variances were partially offset by supplies expenditures, which were generally consistent with budgeted levels.
- Parks and Recreation expenditures were \$2.0 million below the final budget for the fiscal year. The variance was largely due to the timing of park improvement and capital projects that were budgeted in the current fiscal year but not completed or initiated as anticipated by year end. As a result, related expenditures will be incurred in future fiscal years.

For the fiscal year ended September 30, 2025, the fund balance of the City's Street Maintenance Tax Fund decreased by \$227 thousand. The key factors in the decrease are as follows: (See Page 64).

- Public works repairs and maintenance expenditures were only \$1.1 million compared to the \$3.8 million expected to spend. Projects were delayed due to contracting and other miscellaneous issues.
- Investment earnings were \$59 thousand, \$18 thousand more than budgeted due to higher interest rates.
- 

For the fiscal year ended September 30, 2025, the fund balance of the City's Red-Light Camera Fund decreased by \$296 thousand. This decrease was primarily attributable to a \$343 thousand decline in fines and forfeitures revenues compared to the prior year. Although total expenditures decreased by \$211 thousand during the year, the reduction in revenues exceeded the expenditure savings, resulting in an overall decrease in fund balance.

The debt service fund has a total fund balance of \$581 thousand, all of which is restricted for the payment of debt service. The net increase in the fund balance during the current year in the debt service fund was \$4 thousand. (See page 84).

**Proprietary Funds** - The City's proprietary fund provided the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the water and sewer fund at the end of the year amounted to \$3.6 million. The total increase in net position for the water and sewer fund was \$1.4 million. Business-type activities reported an increase in net position of \$1.4 million for the fiscal year. Operating revenues totaled \$5.7 million, reflecting charges for services generated primarily from utility operations. Operating revenues increased compared to the prior year, driven by higher service charges resulting from increased customer usage and rate adjustments implemented during the fiscal year.

Capital grants and contributions of \$246.9 thousand were recognized during the year, related to utility infrastructure projects. These revenues fluctuate from year to year based on the timing of eligible capital improvements and reimbursement availability.

Total expenses for business-type activities were \$3.4 million, which is an increase of \$370 thousand from the prior year. This increase was primarily attributable to higher operating and maintenance costs associated with utility services, including infrastructure maintenance and operational needs necessary to support system reliability.

Transfers out of \$1.3 million were recorded to support governmental activities, consistent with prior funding strategies. After transfers, business-type activities experienced a net increase in net position of \$1.4 million, reflecting sufficient operating revenues to cover expenses, capital contributions, and transfers.

#### **GENERAL FUND BUDGETARY HIGHLIGHTS**

Over the course of the year, the City revised its budget for a total increase in expenditures of \$445 thousand. The following are the main components of the increase:

- \$371 thousand for the continued work on the General Fund Capital Projects.
- \$29 thousand for purpose of increasing the city manager and council department budget to pay for the city's portion of a street outreach person through Haven for Hope fund.
- \$20 thousand for the increase in the Library Department
- \$35 thousand for the purpose of the demolition of the Leon Valley swimming pool facility.

**CAPITAL ASSET AND DEBT ADMINISTRATION**

**Capital Assets** - The City’s investment in capital assets for its governmental and business- type activities as of September 30, 2025 amounted to \$33.7 million (net of accumulated depreciation). This investment in capital assets includes land, buildings, improvements, machinery and equipment, park facilities, and roads. The City’s investment in capital assets for the current fiscal year increased by \$1.6 million from fiscal year 2024, mainly due to purchase of assets.

**TABLE A-3  
CAPITAL ASSETS  
(Net of Depreciation)**

	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
Land	\$ 997,118	\$ 1,497,118	\$ 203,227	\$ 203,227	\$ 1,200,345	\$ 1,700,345
Water Rights	-	-	3,580,342	2,276,080	3,580,342	2,276,080
Buildings	11,037,969	10,981,760	25,403	25,403	11,063,372	11,007,163
Water/Wastewater System - Plant	-	-	12,451,897	11,374,455	12,451,897	11,374,455
Transportation and Equipment	9,304,061	8,522,336	-	-	9,304,061	8,522,336
Infrastructure	18,220,938	17,961,835	1,716,409	1,740,621	19,937,347	19,702,456
Construction in Progress	392,363	146,403	2,713,352	3,081,355	3,105,715	3,227,758
Accumulated Depreciation	(19,163,041)	(18,259,315)	(7,803,726)	(7,443,369)	(26,966,767)	(25,702,684)
<b>TOTALS</b>	<b>\$ 20,789,408</b>	<b>\$ 20,850,137</b>	<b>\$ 12,886,904</b>	<b>\$ 11,257,772</b>	<b>\$ 33,676,312</b>	<b>\$ 32,107,909</b>

Additional information of the City of Leon Valley’s capital assets can be found in Note 5 of this report.

**Long-Term Debt** - For the fiscal year ended September 30, 2025, the City had a total bonded debt outstanding of \$5.7 million.

**TABLE A-4  
LONG-TERM DEBT**

	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
General Obligation Refunding Bonds	\$ 4,003,446	\$ 4,511,607	-	-	\$ 4,003,446	\$ 4,511,607
Certificates of Obligation	-	-	1,667,615	1,726,496	1,667,615	1,726,496
<b>TOTALS</b>	<b>\$ 4,003,446</b>	<b>\$ 4,511,607</b>	<b>\$ 1,667,615</b>	<b>\$ 1,726,496</b>	<b>\$ 5,671,061</b>	<b>\$ 6,238,103</b>

Additional information of the City of Leon Valley’s long-term debt can be found in Note 6 of this report.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

For fiscal year end 2026, the City continued to take a conservative approach to financial planning to best serve residents while monitoring evolving economic conditions. Property tax revenue was budgeted to increase by \$420 thousand, sales tax by \$75 thousand, and charges for services by \$157 thousand, while court fines were budgeted to decrease by \$102 thousand. Overall revenues were budgeted to increase by \$458 thousand.

The City adopted a tax rate of \$0.545040. The rate was adjusted in response to a decrease in property values and to provide funding for the addition of three firefighters to support public safety service levels and emergency response capacity. The tax components are \$0.497818 for Maintenance and Operations and \$0.047222 for Interest and Sinking.

General fund expenditures are budgeted at \$18 million, which includes \$2.6 million in capital outlay. Capital expenditures will be funded from capital reserve funds rather than current year operating revenues.

## **REQUESTS FOR INFORMATION**

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to the Finance Director, 6400 El Verde Road, Leon Valley, Texas 78238.



BASIC FINANCIAL STATEMENTS

CITY OF LEON VALLEY  
STATEMENT OF NET POSITION  
SEPTEMBER 30, 2025

	Primary Government		Total
	Governmental Activities	Business-Type Activities	
<b>ASSETS</b>			
<i>Current Assets:</i>			
Cash and Cash Equivalents:			
Unrestricted	\$ 1,989,948	\$ 823,419	\$ 2,813,367
Restricted for Customer Deposits	-	125,757	125,757
Investments			
Unrestricted	14,614,357	2,244,610	16,858,967
Restricted Investments - Water/Wastewater	-	1,766,712	1,766,712
Receivables (net of allowances):			
Property Taxes	231,487	-	231,487
Special Assessment	13,278	-	13,278
Other	361,380	640,701	1,002,081
Due from Other Governments	855,413	-	855,413
Inventories	4,639	-	4,639
<i>Total Current Assets</i>	<u>18,070,502</u>	<u>5,601,199</u>	<u>23,671,701</u>
<i>Noncurrent Assets:</i>			
Capital Assets:			
Land	997,118	203,227	1,200,345
Water Rights	-	3,580,342	3,580,342
Buildings	11,037,969	25,403	11,063,372
Water/Wastewater System-Plant	-	12,451,897	12,451,897
Other Machinery and Equipment	2,832,598	-	2,832,598
Office Equipment	69,118	-	69,118
Infrastructure	18,220,938	-	18,220,938
Transportation and Equipment	6,402,345	1,716,409	8,118,754
Construction in Progress	392,363	2,713,352	3,105,715
Less: Accumulated Depreciation	(19,163,041)	(7,803,726)	(26,966,767)
<i>Total Noncurrent Assets:</i>	<u>20,789,408</u>	<u>12,886,904</u>	<u>33,676,312</u>
<b>TOTAL ASSETS</b>	<u>38,859,910</u>	<u>18,488,103</u>	<u>57,348,013</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred Pension Related Outflows	1,358,600	113,014	1,471,614
Deferred OPEB Related Outflows	25,076	391	25,467
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<u>\$ 1,383,676</u>	<u>\$ 113,405</u>	<u>\$ 1,497,081</u>

See accompanying notes to basic financial statements.

CITY OF LEON VALLEY  
STATEMENT OF NET POSITION (CONTINUED)  
SEPTEMBER 30, 2025

	Primary Government		Total
	Governmental Activities	Business-Type Activities	
<b>LIABILITIES</b>			
<i>Current Liabilities:</i>			
Accounts Payable	\$ 476,568	\$ 225,275	\$ 701,843
Accrued Expenses	447,355	66,402	513,757
Accrued Interest Payable	20,150	8,810	28,960
Current Portion of Compensated Absences	325,577	20,379	345,956
Current Portion of Long-Term Debt	513,345	58,881	572,226
Current Portion of Total OPEB Liability	34,565	861	35,426
Unearned Revenue	4,942	-	4,942
Payable from Restricted Assets:			
Customer Deposits Payable	-	125,757	125,757
<i>Total Current Liabilities</i>	<u>1,822,502</u>	<u>506,365</u>	<u>2,328,867</u>
<i>Noncurrent Liabilities:</i>			
Compensated Absences	517,529	7,220	524,749
Net Pension Liability	4,838,981	499,098	5,338,079
Total OPEB Liability	446,421	16,803	463,224
Long-Term Debt	3,490,101	1,608,734	5,098,835
<i>Total Noncurrent Liabilities</i>	<u>9,293,032</u>	<u>2,131,855</u>	<u>11,424,887</u>
<b>TOTAL LIABILITIES</b>	<u>11,115,534</u>	<u>2,638,220</u>	<u>13,753,754</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred Pension Related Inflows	566,574	73,465	640,039
Deferred OPEB Related Inflows	71,678	2,632	74,310
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<u>638,252</u>	<u>76,097</u>	<u>714,349</u>
<b>NET POSITION</b>			
Net Investment In Capital Assets	16,785,962	11,219,289	28,005,251
Restricted For:			
Public, Educational and Governmental	254,318	-	254,318
Red Light Camera Traffic Safety	648,607	-	648,607
Debt Service	595,730	-	595,730
Street Maintenance	1,524,563	-	1,524,563
Crime Control and Prevention District	886,123	-	886,123
Public Safety	996,031	-	996,031
Other - Community Center, Parks, Forfeitures			
Child Safety, Court Security and Technology	671,235	-	671,235
Storm Water Fee	-	1,109,749	1,109,749
Unrestricted	6,127,231	3,558,153	9,685,384
<b>TOTAL NET POSITION</b>	<u>\$ 28,489,800</u>	<u>\$ 15,887,191</u>	<u>\$ 44,376,991</u>

See accompanying notes to basic financial statements.

CITY OF LEON VALLEY  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED SEPTEMBER 30, 2025

<b>Functions and Programs</b>	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
<b>Primary Government:</b>				
<i>Governmental Activities:</i>				
Administration	\$ 1,998,757	\$ 863,220	\$ 668	\$ -
Public Safety	9,196,274	3,343,809	10,606	-
Public Works	3,152,063	-	-	-
Information Technology Office	390,103	-	-	-
Parks and Recreation	331,651	2,015	-	-
Library	512,694	-	-	-
Community Development	1,164,142	79,491	-	260,183
Interest	73,039	-	-	-
<i>Total Governmental Activities</i>	<u>16,818,723</u>	<u>4,288,535</u>	<u>11,274</u>	<u>260,183</u>
<i>Business-Type Activities</i>				
Water/Wastewater Utilities	3,482,142	5,658,084	-	246,900
<i>Total Business-Type Activities</i>	<u>3,482,142</u>	<u>5,658,084</u>	<u>-</u>	<u>246,900</u>
<b>Total Primary Government</b>	<u>\$ 20,300,865</u>	<u>\$ 9,946,619</u>	<u>\$ 11,274</u>	<u>\$ 507,083</u>
<b>General Revenues:</b>				
Taxes:				
Property Taxes				
Sales Taxes				
Franchise Taxes				
Occupancy Taxes				
Investment Earnings				
Miscellaneous				
<b>Total General Revenues</b>				
Transfers In (Out)				
<b>Change in Net Position</b>				
<b>Net Position at Beginning of Year</b>				
<b>Prior Period Adjustment</b>				
<b>Net Position at End of Year</b>				

See accompanying notes to basic financial statements.

Net (Expense) Revenue and Changes in Net Position		
Primary Government		
Governmental Activities	Business-Type Activities	Total
\$ (1,134,869)	\$ -	\$ (1,134,869)
(5,841,859)	-	(5,841,859)
(3,152,063)	-	(3,152,063)
(390,103)	-	(390,103)
(329,636)	-	(329,636)
(512,694)	-	(512,694)
(824,468)	-	(824,468)
(73,039)	-	(73,039)
<u>(12,258,731)</u>	<u>-</u>	<u>(12,258,731)</u>
-	2,422,842	2,422,842
-	<u>2,422,842</u>	<u>2,422,842</u>
<u>(12,258,731)</u>	<u>2,422,842</u>	<u>(9,835,889)</u>
6,208,965	-	6,208,965
5,017,086	-	5,017,086
969,152	-	969,152
107,863	-	107,863
609,094	189,763	798,857
364,486	32,024	396,510
<u>13,276,646</u>	<u>221,787</u>	<u>13,498,433</u>
<u>1,253,538</u>	<u>(1,253,538)</u>	<u>-</u>
2,271,453	1,391,091	3,662,544
26,218,347	14,079,331	40,297,678
-	416,769	416,769
<u>\$ 28,489,800</u>	<u>\$ 15,887,191</u>	<u>\$ 44,376,991</u>

CITY OF LEON VALLEY  
BALANCE SHEET – GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2025

	General Fund	Red Light Camera Fund	Debt Service
<b>ASSETS</b>			
Cash and Cash Equivalents	\$ 337,442	\$ 242,751	\$ 246,167
Investments	11,119,508	436,854	334,605
Accounts Receivables (net of allowances):			
Taxes	210,132	-	21,355
Special Assessment	-	-	13,278
Other	324,233	-	475
Due from Other Governments	643,140	-	-
Inventories	4,639	-	-
<b>TOTAL ASSETS</b>	<b>\$ 12,639,094</b>	<b>\$ 679,605</b>	<b>\$ 615,880</b>
<b>LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>			
<i>Liabilities:</i>			
Accounts Payable	\$ 429,611	\$ 26,657	\$ -
Accrued Expenditures	385,201	4,341	-
Deposits Payable	12,224	-	-
Unearned Revenues	4,942	-	-
<i>Total Liabilities</i>	<u>831,978</u>	<u>30,998</u>	<u>-</u>
<i>Deferred Inflows of Resources:</i>			
Unavailable Revenues - Taxes	210,132	-	34,633
<i>Total Deferred Inflows of Resources</i>	<u>210,132</u>	<u>-</u>	<u>34,633</u>
<i>Fund Balances:</i>			
Nonspendable:			
Inventory	4,639	-	-
Restricted for:			
Public, Educational and Governmental	254,318	-	-
Red Light Camera Traffic Safety	-	648,607	-
Debt Service	-	-	581,247
Street Maintenance	-	-	-
Crime Control and Prevention District	-	-	-
Federal Police Forfeitures	-	-	-
Other	7,918	-	-
Committed for Disaster Emergencies	1,250,000	-	-
Assigned for:			
Tree Mitigation and Replacement	668,975	-	-
Economic Development	1,085,925	-	-
Unassigned	8,325,209	-	-
<i>Total Fund Balances</i>	<u>11,596,984</u>	<u>648,607</u>	<u>581,247</u>
<b>TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES</b>	<b>\$ 12,639,094</b>	<b>\$ 679,605</b>	<b>\$ 615,880</b>

Street Maintenance Tax Fund	Other Nonmajor Governmental Funds	Total Governmental Funds
\$ 314,012	\$ 849,577	\$ 1,989,949
1,085,108	1,638,282	14,614,357
-	-	231,487
-	-	13,278
-	36,672	361,380
141,810	70,464	855,414
-	-	4,639
<u>\$ 1,540,930</u>	<u>\$ 2,594,995</u>	<u>\$ 18,070,504</u>
\$ 16,367	\$ 4,627	\$ 477,262
-	419	389,961
-	44,478	56,702
-	-	4,942
<u>16,367</u>	<u>49,524</u>	<u>928,867</u>
-	-	244,765
-	-	244,765
-	-	4,639
-	-	254,318
-	-	648,607
-	-	581,247
1,524,563	-	1,524,563
-	886,123	886,123
-	996,031	996,031
-	663,317	671,235
-	-	1,250,000
-	-	668,975
-	-	1,085,925
-	-	8,325,209
<u>1,524,563</u>	<u>2,545,471</u>	<u>16,896,872</u>
<u>\$ 1,540,930</u>	<u>\$ 2,594,995</u>	<u>\$ 18,070,504</u>



CITY OF LEON VALLEY  
RECONCILIATION OF THE GOVERNMENTAL FUNDS  
BALANCE SHEET TO THE STATEMENT OF NET POSITION  
SEPTEMBER 30, 2025

TOTAL FUND BALANCE - TOTAL GOVERNMENTAL FUNDS		\$ 16,896,872
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital Assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		20,789,408
Other long-term assets are not available to pay for current-period expenditures and, therefore, are not recognized as revenue in the funds.		244,765
Accrued vacation leave payable is not due and payable in the current period and, therefore, is not reported in the funds.		(843,106)
Long-term liabilities, including bonds payable and related premiums, are not due and payable in the current period and therefore, not reported in the funds:		
Bonds Payable	(4,003,446)	
Accrued Interest Payable	<u>(20,150)</u>	(4,023,596)
Net Pension Liabilities (and related deferred inflows and outflows of resources) do not consume current financial resources are not reported in governmental funds:		
Net Pension Liability	(4,838,981)	
Pension Related Deferred Inflows	(566,574)	
Pension Related Deferred Outflows	<u>1,358,600</u>	(4,046,955)
OPEB Liabilities (and related deferred inflows and outflows of resources) do not consume current financial resources are not reported in governmental funds:		
OPEB Liability	(480,986)	
OPEB Related Deferred Inflows	(71,678)	
OPEB Related Deferred Outflows	<u>25,076</u>	<u>(527,588)</u>
TOTAL NET POSITION - GOVERNMENTAL ACTIVITIES		<u>\$ 28,489,800</u>

See accompanying notes to basic financial statements.

CITY OF LEON VALLEY  
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –  
 GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025

	General Fund	Red Light Camera Fund	Debt Service
<b>REVENUES</b>			
Property Taxes	\$ 5,624,828	\$ -	\$ 562,609
Sales Taxes	3,777,494	-	-
Franchise Taxes	978,235	-	-
Occupancy Taxes	-	-	-
Licenses and Permits	841,400	-	-
EMS	562,217	-	-
Fines and Forfeitures	656,901	1,961,435	-
Grants	266,012	-	-
Rental Income	17,869	-	-
Investment Earnings	437,594	30,072	22,628
Miscellaneous	290,046	6,239	-
<b>TOTAL REVENUES</b>	<u>13,452,596</u>	<u>1,997,746</u>	<u>585,237</u>
<b>EXPENDITURES</b>			
<i>Current:</i>			
Administration	1,790,867	-	-
Public Safety	7,004,625	1,688,598	-
Public Works	2,149,564	-	-
Parks and Recreation	330,446	-	-
Library	512,693	-	-
Information Technology Office	390,103	-	-
Community Development	999,544	-	-
<i>Capital Outlay</i>	1,088,844	235,099	-
<i>Debt Service:</i>			
Principal	-	-	460,000
Interest and Fiscal Charges	-	-	121,200
<b>TOTAL EXPENDITURES</b>	<u>14,266,686</u>	<u>1,923,697</u>	<u>581,200</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>(814,090)</u>	<u>74,049</u>	<u>4,037</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Sale of Capital Assets	1,187,761	-	-
Transfers In	1,729,644	-	-
Transfers Out	-	(370,264)	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>2,917,405</u>	<u>(370,264)</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	2,103,315	(296,215)	4,037
<b>Fund Balances at Beginning of Year</b>	<u>9,493,669</u>	<u>944,822</u>	<u>577,210</u>
<b>Fund Balances at End of Year</b>	<u>\$ 11,596,984</u>	<u>\$ 648,607</u>	<u>\$ 581,247</u>

See accompanying notes to basic financial statements.

Street Maintenance Tax	Other Nonmajor Governmental Funds	Total Governmental Funds
\$ -	\$ -	\$ 6,187,437
832,349	412,138	5,021,981
-	-	978,235
-	107,863	107,863
-	-	841,400
-	-	562,217
-	185,075	2,803,411
-	5,445	271,457
-	75,651	93,520
59,203	59,597	609,094
-	47,107	343,392
<u>891,552</u>	<u>892,876</u>	<u>17,820,007</u>
-	-	1,790,867
-	218,915	8,912,138
1,118,181	-	3,267,745
-	-	330,446
-	-	512,693
-	-	390,103
-	132,359	1,131,903
-	221,016	1,544,959
-	-	460,000
-	-	121,200
<u>1,118,181</u>	<u>572,290</u>	<u>18,462,054</u>
<u>(226,629)</u>	<u>320,586</u>	<u>(642,047)</u>
-	-	1,187,761
-	-	1,729,644
-	(105,842)	(476,106)
-	(105,842)	2,441,299
(226,629)	214,744	1,799,252
<u>1,751,192</u>	<u>2,330,727</u>	<u>15,097,620</u>
<u>\$ 1,524,563</u>	<u>\$ 2,545,471</u>	<u>\$ 16,896,872</u>



CITY OF LEON VALLEY  
 RECONCILIATION OF THE STATEMENT OF REVENUES,  
 GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025

NET CHANGE IN FUND BALANCES - GOVERNMENTAL FUNDS \$ 1,799,252

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Capital Outlay	1,639,847	
Depreciation Expense	<u>(1,200,576)</u>	439,271

Proceeds from capital assets dispositions produce current financial resources in the fund statements, while the net gain (loss) is recognized in the Statement of Activities. This is the net book value of capital assets disposed. (500,000)

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds. 16,632

The issuance of long-term debt (e.g. bonds, leases) provides current financial resources to governmental funds, which the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any affect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Principal Repayments	460,000	
Amortization of Premiums, Discounts, Losses	<u>48,161</u>	508,161

Governmental funds report required contributions to employee pensions as expenditures. However, in the Statement of Activities the cost of the pension is recorded based on the actuarially determined cost of the plan. This is the amount that actuarially determined pension contributions exceeded expenses. 23,340

Governmental funds report required contributions to OPEB as expenditures. However, in the Statement of Activities the cost of the expense is recorded based on the actuarially determined cost of the plan. This is the amount that actuarially determined OPEB contributions exceeded expenses. 13,962

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds:

Compensated Absences	(29,165)	
Accrued Interest	<u>-</u>	<u>(29,165)</u>

CHANGE IN NET POSITION - GOVERNMENTAL ACTIVITIES \$ 2,271,453

CITY OF LEON VALLEY  
STATEMENT OF NET POSITION - PROPRIETARY FUND  
SEPTEMBER 30, 2025

	Business-Type Activity <u>Water and Sewer</u>
<b>ASSETS</b>	
<i>Current Assets:</i>	
Cash and Cash Equivalents:	
Unrestricted	\$ 823,419
Restricted for Customer Deposits	125,757
Restricted Investments - Water/Sewer	1,766,712
Unrestricted Investments - Water/Sewer	2,244,610
Accounts Receivable, Net of Allowance:	
Customer Accounts	<u>640,701</u>
<i>Total Current Assets</i>	<u>5,601,199</u>
 <i>Noncurrent Assets:</i>	
Capital Assets:	
Land	203,227
Water Rights	3,580,342
Buildings and Improvements	25,403
Water/Wastewater System-Plant	12,451,897
Transportation and Equipment	1,716,409
Construction in Progress	2,713,352
Less: Accumulated Depreciation	<u>(7,803,726)</u>
<i>Total Noncurrent Assets</i>	<u>12,886,904</u>
 <b>TOTAL ASSETS</b>	 <u>18,488,103</u>
 <b>DEFERRED OUTFLOWS OF RESOURCES</b>	
Deferred Pension Related Outflows	113,014
Deferred OPEB Related Outflows	<u>391</u>
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>	<u>\$ 113,405</u>

See accompanying notes to basic financial statements.

CITY OF LEON VALLEY  
 STATEMENT OF NET POSITION - PROPRIETARY FUND (CONTINUED)  
 SEPTEMBER 30, 2025

	Business-Type Activity <u>Water and Sewer</u>
<b>LIABILITIES</b>	
<i>Current Liabilities:</i>	
Accounts Payable	\$ 225,275
Accrued Expenses	66,402
Accrued Interest Payable	8,810
Current Portion of Compensated Absences	20,379
Current Portion of Long-Term Debt	58,881
Current Portion of Total OPEB Liability	861
Payable from Restricted Assets:	
Customer Deposits Payable	125,757
<i>Total Current Liabilities</i>	<u>506,365</u>
 <i>Noncurrent Liabilities:</i>	
Compensated Absences	7,220
Net Pension Liability	499,098
Total OPEB Liability	16,803
Long-Term Debt	1,608,734
<i>Total Noncurrent Liabilities</i>	<u>2,131,855</u>
<b>TOTAL LIABILITIES</b>	<u>2,638,220</u>
 <b>DEFERRED INFLOWS OF RESOURCES</b>	
Deferred Pension Related Inflows	73,465
Deferred OPEB Related Inflows	2,632
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>	<u>76,097</u>
 <b>NET POSITION</b>	
Net Investment in Capital Assets	11,219,289
Restricted for:	
Storm Water Fee	1,109,749
Unrestricted	3,558,153
<b>TOTAL NET POSITION</b>	<u>\$ 15,887,191</u>

See accompanying notes to basic financial statements.

CITY OF LEON VALLEY  
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION  
PROPRIETARY FUND  
FOR THE YEAR ENDED SEPTEMBER 30, 2025

	Business-Type Activities
	Water and Sewer
<b>OPERATING REVENUES</b>	
Metered Water Sales	\$ 1,813,885
Wastewater Sales Charges	2,686,232
Storm Water Fees	538,716
Connection and Platting	304,698
Customer Penalties	58,930
Customer Disconnect Fees	7,320
Tap Fees	25,733
Impact Fees	222,570
<b>TOTAL OPERATING REVENUES</b>	<u>5,658,084</u>
<b>OPERATING EXPENSES</b>	
Water System	1,130,922
Wastewater System	1,898,912
Depreciation	403,327
<b>TOTAL OPERATING EXPENSES</b>	<u>3,433,160</u>
<b>OPERATING INCOME (LOSS)</b>	<u>2,224,924</u>
<b>NONOPERATING REVENUES (EXPENSES)</b>	
Grants and Contributions	246,900
Investment Earnings	189,763
Interest Expense	(48,982)
Miscellaneous	32,024
<b>TOTAL NONOPERATING REVENUES (EXPENSES)</b>	<u>419,705</u>
<b>INCOME BEFORE CONTRIBUTIONS AND TRANSFERS</b>	<u>2,644,629</u>
<b>TRANSFERS AND CONTRIBUTIONS</b>	
Transfers Out	(1,253,538)
<b>TOTAL TRANSFERS AND CONTRIBUTIONS</b>	<u>(1,253,538)</u>
<b>CHANGE IN NET POSITION</b>	1,391,091
<b>NET POSITION AT BEGINNING OF YEAR</b>	14,079,331
<b>Prior Period Adjustment</b>	<u>416,769</u>
<b>NET POSITION AT END OF YEAR</b>	<u>\$ 15,887,191</u>

See accompanying notes to basic financial statements.

CITY OF LEON VALLEY  
STATEMENT OF CASH FLOWS - PROPRIETARY FUND  
FOR THE YEAR ENDED SEPTEMBER 30, 2025

	Business-Type Activities
	Water and Sewer
<b>Cash Flows From Operating Activities:</b>	
Cash Received From Customers	\$ 5,629,831
Cash Paid to Supplier for Goods & Services	(2,566,088)
Cash Paid for Employee Salaries and Benefits	(424,921)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>2,638,822</u>
<b>Cash Flows From Non Capital and Related Financing Activities</b>	
Miscellaneous Non Capital	32,024
<b>Net Cash Provided (Used) by Non Capital Financing Activities</b>	<u>32,024</u>
<b>Cash Flows From Capital and Related Financing Activities:</b>	
Acquisition and Construction of Capital Assets	(2,032,459)
Grants and Contributions	246,900
Interest Paid on Long-Term Debt	(48,982)
Transfers to Other Funds for Projects	(1,253,538)
Principal Paid on Long-Term Debt	(58,881)
<b>Net Cash Provided (Used) by Capital and Related Financing Activities</b>	<u>(3,146,960)</u>
<b>Cash Flows From Investing Activities:</b>	
Purchase of Investments	10,238
Interest and Investment Earnings	189,763
<b>Net Cash Provided (Used) by Investing Activities</b>	<u>200,001</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	<u>(276,113)</u>
<b>Cash and Cash Equivalents at Beginning of Year:</b>	
Cash and Cash Equivalents	1,109,702
Restricted Cash and Cash Equivalents	115,587
	<u>1,225,289</u>
<b>Cash and Cash Equivalents at End of Year:</b>	
Cash and Cash Equivalents	823,419
Restricted Cash and Cash Equivalents	125,757
	<u>\$ 949,176</u>

See accompanying notes to basic financial statements.

CITY OF LEON VALLEY  
STATEMENT OF CASH FLOWS - PROPRIETARY FUND (CONTINUED)  
FOR THE YEAR ENDED SEPTEMBER 30, 2025

	Business-Type Activity <u>Water and Sewer</u>
<b>Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities:</b>	
Operating Income	\$ 2,224,924
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:	
Depreciation	403,327
Decrease (Increase) in Assets:	
Accounts Receivable (net)	(38,423)
Deferred Pension Related Outflows	(13,469)
Deferred OPEB Related Outflows	186
Increase (Decrease) in Liabilities:	
Accounts Payable	217
Accrued Expenses	46,092
Customer Deposits	10,170
Compensated Absences	(4,966)
Net Pension Liability	(49,519)
OPEB Liability	(1,440)
Deferred Pension Related Inflows	62,131
Deferred OPEB Related Inflows	(408)
<b>Net Cash Provided (Used) by Operating Activities</b>	<u>\$ 2,638,822</u>

See accompanying notes to basic financial statements.

NOTES TO BASIC FINANCIAL STATEMENTS

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Leon Valley, Texas, was incorporated in 1952. The City operates under a council- manager form of government and provides the following services as authorized by its charter: police and fire protection, maintenance of streets, planning and zoning, parks and recreation, general administrative services, water, and sewer services.

The financial statements of the City have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. Proprietary type funds apply all applicable GASB pronouncements as well as Financial Accounting Standards Board (FASB) Statements and Interpretations and APB Opinions. The more significant of the City's accounting policies are described below:

A. Reporting Entity

In evaluating how to define the government, for financial purposes, management has considered all potential component units and associated component units. The decision to include a potential component unit or associated component unit in the reporting entity was made by applying the criteria set forth in GASB Statement 14, *The Financial Reporting Entity* and GASB Statement 39 *Determining Whether Certain Organizations are Component Units*. The definition of the reporting entity is based primarily on the concept of financial accountability. A primary government is financially accountable for the organizations that make up its legal entity. It is also financially accountable for legally separate organizations if its officials appoint a voting majority of an organization's governing body and either it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to, or to impose specific financial burdens on, the primary government. Based upon the application of these criteria, the City has no component units.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements include the statement of net position and statement of activities. Government-wide statements report information on all of the activities of the City. The effect of interfund transfers has been removed from the government-wide statements but continues to be reflected on the fund statements. The values of interfund services provided and used are not eliminated in the government-wide financial statements, as elimination of those charges would distort the direct costs reported for the various functions. Governmental activities are supported mainly by taxes and intergovernmental revenues. Business-type activities are financed whole or in part by fees charged to external parties for goods and services. The City has no fiduciary funds.

The statement of activities reflects the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included in program revenues are reported as general revenues.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Government-Wide and Fund Financial Statements (Continued)

Separate fund financial statements are provided for governmental funds and proprietary funds. The general fund and capital projects fund meet the criteria as major governmental funds. The combined amounts for all nonmajor funds are reflected in a single column in the fund balance sheet and statement of revenues, expenditures, and changes in fund balances. Detailed statements for nonmajor funds are presented within combining and individual fund statements and schedules.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. This measurement focus is also used for the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash revenue types, which have been accrued, revenue from the investments, intergovernmental revenue and charges for services. Grants are recognized as revenue when all applicable eligibility requirements imposed by the provider are met.

Revenues are classified as program revenues and general revenues. Program revenues include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions. General revenues include all taxes, grants not restricted to specific programs and investment earnings.

Governmental fund level financial statements are reported using the current financial resources measurement focus and modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Measurable and available revenues include revenues expected to be received within 60 days after the fiscal year ends. Receivables which are measurable but not collectible within 60 days after the end of the fiscal period are reported as deferred inflow of resources. Property taxes which are levied prior to September 30, 2024, and became due October 1, 2024 have been assessed to finance the budget of the fiscal year beginning October 1, 2024 and, accordingly, have been reflected as deferred inflow of resources and taxes receivable in the fund financial statement at September 30, 2025.

Sales taxes, franchise taxes, hotel/motel taxes, and fees associated with the current fiscal year are considered to be susceptible to accrual and so have been recognized as revenue in the current fiscal period. All other revenue items received by the government are considered to be measurable and available only when the cash is received by the City.

Expenditures generally are recorded when a fund liability is incurred; however, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when the liability has matured and payment is due.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

The government reports the following major governmental funds:

**General Fund** is the general operating fund of the City and is always classified as a major fund. The general fund is used to account for all financial resources except those required to be accounted for in another fund. Major revenue sources include property taxes, charges for services, intergovernmental revenues and investment of idle funds. Primary expenditures are for general administration, public safety, public service and capital acquisition.

**Red Light Camera Fund** accounts for financial resources garnered through red light camera traffic enforcement.

**Debt Service Fund** accounts for financial resources to be used for the payment of long term debt.

**Street Maintenance Tax Fund** accounts for sales tax collection for street maintenance. This special tax was approved by voters starting in November 2007.

Nonmajor funds include special revenue funds.

**Proprietary fund** level financial statements are used to account for activities, which are similar to those found in the private sector. The measurement focus is upon determination of net income, financial position and cash flows. The City's proprietary fund is the water/sewer fund (used to account for the provisions of water and sewer services to residents).

The proprietary fund is accounted for using the accrual basis of accounting as follows:

- Revenues are recognized when earned, and expenses are recognized when liabilities are incurred.
- Current-year contributions, administrative expenses and benefit payments, which are not received or paid until the subsequent year, are accrued.

Proprietary funds distinguish operating revenues and expenses from non-operating. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations.

D. Cash and Cash Equivalents

For purposes of the statement of cash flows, the enterprise fund (water and sewer fund) considers all highly liquid investments including cash in banks, cash on hand, and money market accounts to be cash equivalents.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Investments

State statutes authorize the City to invest in (a) obligations of the United States or its agencies and instrumentalities; (b) direct obligations of the State of Texas or its agencies; (c) other obligations, the principal and interest of which are unconditionally guaranteed or insured by the State of Texas or the United States; (d) obligations of states, agencies, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of not less than A or its equivalent; (e) certificates of deposit by state and national banks domiciled in this state that are (i) guaranteed or insured by the Federal Deposit Insurance Corporation, or its successor; or, (ii) secured by obligations that are described by (a) - (d). Statutes allow investing in local government investment pools organized and rated in accordance with the Interlocal Cooperation Act, whose assets consist exclusively of the obligations of the United States or its agencies and instrumentalities and repurchase assessments involving those same obligations.

Investments are stated at fair value (plus accrued interest) except for money market investments and participating interest-earning investment contracts (U.S. Treasuries) that have a remaining maturity at time of purchase of one year or less. Those investments are stated at amortized cost. Likewise, certificates of deposit are stated at amortized cost.

The City's general policy is to report money market investments and short-term participating interest-earning investment contracts as amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes. Nonnegotiable certificates of deposit are examples of nonparticipating interest-earning investment contracts.

Public funds investment pools in Texas are established under the authority of the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code, and are subject to the provisions of the Public Funds Investments Act, Chapter 2256 of the Texas Government Code.

In addition to other provisions of the Act designed to promote liquidity and safety of principal, the Act requires pools to: (1) have an advisory board composed of participants in the pool and other persons who do not have a business relationship with the pool and are qualified to advise the pool; (2) maintain a continuous rating of no lower than AAA or AAA-m or an equivalent rating by at least one nationally recognized rating service; and (3) maintain the net asset value of its underlying investment portfolio within one half of one percent of the value of its shares.

Fair Value Measurement is measured by the City using the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in the active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
2025SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

F. Receivables

Property taxes are levied based on taxable value at January 1 prior to September 30 and become due October 1, 2024 and past due after January 31, 2025. Accordingly, receivables and revenues for property taxes are reflected on the government-wide statement based on the full accrual method of accounting.

Accounts receivable from other governments include amounts due from grantors for approved grants for specific programs and reimbursements for services performed by the City. Program grants are recorded as receivables and revenues at the time all eligibility requirements established by the provider have been met.

Reimbursements for services performed are recorded as receivables and revenues when they are earned in the government-wide statements. Included are fines and costs assessed by the court action and billable services for certain contracts. Revenues received in advance of the costs being incurred are recorded as deferred inflows of resources in the fund statements. Receivables are shown net of an allowance for uncollectible.

G. Short-Term Inter-fund Receivables/Payables

During the course of operations, numerous transactions occur between individual funds for goods provided or services rendered. These receivables and payables are classified as "due from other funds" or "due to other funds" on fund statements. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

H. Inventories and Prepaid Items

The City accounts for inventories using the consumption method. Inventories consist primarily of supplies and are valued at cost determined by the average cost method. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid Items of governmental funds are recorded as expenditures when consumed rather than when purchased.

I. Budget

An operating budget is adopted each fiscal year for all City governmental funds. The budget is adopted on the GAAP basis of accounting.

J. Restricted Assets

Certain proprietary fund revenues are collected for a specific purpose by state law and city ordinances such as impact fees for infrastructure improvements and the purchase of future water rights. These funds are classified as restricted assets on the statement of net position and balance sheet because their use is limited by law.

Deposits of water/sewer customers and performance bond deposits pending refund to the customer are considered restricted assets.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

K. Capital Assets

Capital assets, which include land, buildings and improvements, equipment, and infrastructure assets are reported in the applicable governmental or business type activities column in the government-wide financial statements. Capital assets such as equipment are defined as assets with a cost of \$5,000 or more. Infrastructure assets include city-owned streets, sidewalks, curbs and bridges. Capital assets are recorded at historical costs if purchased or constructed. Donated capital assets, donated works of art and capital assets received in a service concession arrangement are recorded at estimated acquisition value at the date of donation.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Interest has not been capitalized during the construction period on property plant and equipment.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Asset	Useful Lives (Years)
Buildings	60
Water/Wastewater System - Plant	15 - 60
Other Machinery & Equipment	3 - 60
Office Equipment	6 - 12
Vehicles	3 - 24
Infrastructure	12 - 60

L. Compensated Absences

Vested or accumulated vacation leave and compensatory time that is expected to be liquidated with expendable available resources is reported as an expenditure and fund liability of the governmental fund that will pay for it. The City is responsible for payment of vested or accumulated vacation leave and compensatory time. Amounts of vested or accumulated vacation leave and compensatory time that are not expected to be liquidated with expendable available financial resources are reported in the government wide statements. Vested or accumulated vacation leave and compensatory time of the enterprise fund is recorded as an expense and liability of that fund as the benefits accrue to employees. Accumulated vacation pay and compensatory time at September 30, 2025 of \$843,106 and \$27,599 have been recorded in accrued liabilities of the government-wide statements and proprietary fund, respectively. Compensated absences are reported in the governmental funds only if they have matured (i.e., unused reimbursable leave outstanding following an employee’s resignation or retirement). The general fund is the governmental fund that has typically been used in prior years to liquidate the liability for compensated absences. The City does not have sick leave. The City uses the first in first out flows assumption in determining the liability.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

M. Deferred Inflows/Outflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City currently has pension and OPEB related deferred outflows of resources.

*Deferred inflows of resources* represent an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resource (revenue) until that time. Unavailable revenue is reported only in the governmental funds balance sheet under a modified basis of accounting. Unavailable revenues from property tax are deferred and recognized as an inflow of resources in the period the amounts become available. The City also has OPEB related deferred inflows.

N. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the Fiduciary Net Position of the Texas Municipal Retirement System (TMRS) and additions to/deduction from TMRS's Fiduciary Net Position have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. The general fund has typically been used in prior years to liquidate pension liabilities.

O. OPEB Liability

For purposes of measuring the OPEB liability, deferred outflows of resources and deferred inflows of resources related to pensions, and OPEB expense, information about the Total OPEB Liability of the Texas Municipal Retirement System (TMRS) and additions to/deduction from TMRS's Total OPEB Liability have been determined on the same basis as they are reported by TMRS. For this purpose, plan contributions are recognized in the period that compensation is reported for the employee, which is when contributions are legally due. Benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. The general fund has typically been used in the prior year to liquidate OPEB liabilities.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

P. Long-Term Obligations

Debt is defined as a liability that arises from a contractual obligation to pay cash (or other assets that may be used in lieu of cash) in one or more payments to settle an amount that is fixed at the date the contractual obligation is established. For this purpose, debt does not include leases, except for contracts reported as a financed purchase of the underlying asset, or accounts payable. In the current year, the City adopted a new GASB standard that establishes new note disclosure requirements for long-term debt, including direct borrowings and placement. See additional detail in Note 6.

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities under governmental activities or proprietary fund type statement of net position. On new bond issues, bond premium and discounts are deferred and amortized over the life of the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Q. Net Position

Net Position represents the difference between assets and liabilities. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets, and adding back unspent proceeds. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the City or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The City has elected to appropriate net position of its business type activity. Such appropriations reflect the intended use of the net position.

R. Fund Balance Classification Policies

The City adopted Governmental Accounting Standards Board Statement Number 54 (GASB 54) *Fund Balance Reporting and Governmental Fund Type Definitions*. The statement provides guidance for fund balance categories and classifications and governmental fund type definitions. GASB 54 changed the way we look at fund balances, specifically reporting what fund balances, by major governmental fund type, are or are not available for public purposes.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 1 -- SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

R. Fund Balance Classification Policies (Continued)

Five categories of fund balances were created and defined by GASB 54. These five categories are as follows:

- **Restricted** – These funds are governed by externally enforceable restrictions.
- **Non-spendable** – These funds are not available for expenditures based on legal or contractual requirements. An example might be inventories and prepaid expenditures.
- **Committed** - Fund balances in this category are limited by the government’s highest level of decision making (in this case the City Council). Any changes of this designation must be done in the same manner that it was implemented. For example, if funds are committed by resolution, the commitment could only be released with another resolution.
- **Assigned** – For funds to be assigned, there must be an intended use which can be established by the City Council or an official delegated by the Council, such as a City Manager or Finance Director. Assigned fund balance is delegated by the City Council to the City Manager.
- **Unassigned** - This classification is the default for all funds that do not fit into the other categories. The general fund is the only fund that reports a positive fund balance amount. However, in governmental funds other than the general fund, if expenditures incurred for a specific purposes, it may be necessary to report a negative unassigned fund balance in that particular fund.

Restricted amounts are considered to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available. The City’s policy is to apply expenditures against non-spendable fund balance, restricted fund balance, committed fund balance, assigned fund balance and unassigned fund balance at the end of the fiscal year.

S. Inter-fund Transactions

Legally authorized transfers are treated as inter-fund transfers and are included in the results of operations of both governmental and proprietary funds.

T. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the enterprise. For the City, those revenues are charges for water and sewer services. Operating expenses are necessary costs incurred to provide the service that is the primary activity. Revenues and expenses not meeting these definitions are reported as non-operating.

U. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 2 -- CASH, CASH EQUIVALENTS AND INVESTMENTS

A. Cash

At September 30, 2025, the City's cash was fully collateralized.

B. Investments

The City is required by Government Code Chapter 2256, The Public Funds Investment Act, to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date of the portfolio, (8) investment staff quality and capabilities, and (9) bid solicitation preferences for certificates of deposits.

The Act determines the types of investments which are allowable for the City. These include, with certain restrictions, (1) obligations of the U.S. Treasury, U.S. agencies, and the State of Texas, (2) certificates of deposit, (3) certain municipal securities, (4) securities lending program, (5) repurchase agreements, (6) bankers acceptances, (7) mutual funds, (8) investments pools, (9) guaranteed investment contracts, and (10) commercial paper.

The City's investments at September 30, 2025 are as shown below:

Investment Type	Net Asset Value	Weighted Average Maturity in Days	Ratings	
			MOODY'S	S&P
TexPool	\$ 18,625,679	44	Aaa	AAAm

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 2 -- CASH, CASH EQUIVALENTS AND INVESTMENTS (CONTINUED)

C. Analysis of Specific Deposit and Investment Risks

GASB Statement No. 40 requires a determination as to whether the City was exposed to the following specific investment risks at year end and if so, the reporting of certain related disclosures:

*Credit Risk.* Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The ratings of securities by nationally recognized rating agencies are designed to give an indication of credit risk. City investment policy follows state guidelines. The City policy allows investments in certificates of deposit with banks in Texas, investments in U.S. Treasuries and Agencies, and investment pools that invest in obligations of the United States or its agencies and instrumentalities to name a few.

At September 30, 2025, the City's investments were in TexPool, a public funds investment pool where all securities held maintain a continuous rating of no lower than AAA or AAAM or an equivalent rating by at least one nationally recognized rating service.

*Custodial Credit Risk.* Deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the City's name.

At year end and per City policy all funds were in the City's name and collateralized with securities that maintain a continuous rating of no lower than AAA or AAA-m or an equivalent rating by at least one nationally recognized rating service. The City was not exposed to custodial credit risk.

*Concentration of Credit Risk.* This risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. All City funds are in the external investment pool as allowed by the City's investment policy, and the investment pool invests in hundreds of authorized securities that minimize concentrations of credit risk. At year end, the City was not exposed to concentration of credit risk.

*Interest Rate Risk.* This is the risk that changes in interest rates will adversely affect the fair value of an investment. At year end, the City was not exposed to interest rate risk due to investment in an external investment pool as authorized by the City's investment policy.

*Foreign Currency Risk.* This is the risk that exchange rates will adversely affect the fair value of an investment. The City's policy does not allow investment in foreign currency. At year end the City was not exposed to foreign currency risk.

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 3 -- RECEIVABLES

A. Special Assessments

The City levied special assessments in 1986 against various property owners benefiting from public improvements completed in 1987. In accordance with the provisions of the assessment certificates issued for the property owners, assessments are due and payable at the time of completion. All assessments receivable as of September 30, 2012, are considered delinquent. These public improvements were funded through a note payable at the City’s depository bank. Collections from assessment accounts were insufficient to cover the required note payments and therefore, the City’s general fund paid the note in full through a transfer. Accordingly, current and future principal and interest collections on these delinquent accounts will be used to reimburse the City's general fund. The related assessments receivable, revenues, deferred revenue, and debt payments are reported in the debt service fund.

B. Receivables

Receivables consist of the following as of September 30, 2025:

	Governmental Funds				Proprietary Fund
	General	Debt Service	Street Maintenance Tax	Nonmajor Funds	Water and Sewer Fund
<i>Receivables:</i>					
Property Taxes	\$ 247,214	\$ 25,124	\$ -	\$ -	\$ -
Special Assessment	-	13,278	-	-	-
EMS	671,189	-	-	-	-
Sales Taxes	643,140	-	141,810	63,734	-
Franchise Taxes	190,201	-	-	-	-
Occupancy Taxes	-	-	-	36,672	-
Customers	-	-	-	-	649,184
Other	134,032	475	-	6,730	-
Gross Receivables	1,885,776	38,877	141,810	107,136	649,184
Less: Allowance for					
Uncollectibles	(708,271)	(3,769)	-	-	(8,483)
Net Total Receivables	<u>\$ 1,177,505</u>	<u>\$ 35,108</u>	<u>\$ 141,810</u>	<u>\$ 107,136</u>	<u>\$ 640,701</u>

Accounts receivable from others include amounts due from grantors for approved grants for specific programs and reimbursements for services performed by the City. Program grants are recorded as receivables and revenues at the time all eligibility requirements established by the provider have been met.

Reimbursements for services performed are recorded as receivables and revenues when they are earned in the government-wide statements. Included are fines and costs assessed by the court action and billable services for certain contracts. Customer receivables of the water/sewer billings not yet received. Receivables are shown net of an allowance for uncollectible.

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 4 -- PROPERTY TAX CALENDAR

The City's property tax is levied and becomes collectible each October 1st based on the assessed values listed as of prior January 1st, which is the date a lien attaches to all taxable property in the City. Assessed values are established by the Bexar County Appraisal District at 100% of estimated market value. Assessed values are reduced by lawful exemptions to arrive at taxable values. A revaluation of all property is required to be completed every four (4) years. The total taxable value as of January 1, 2024, upon which the fiscal 2025 levy was based, was \$1.36 billion (market value less exemptions).

The City is permitted by the Constitution of the State of Texas to levy taxes up to \$2.50 per \$100 of taxable assessed valuation for all governmental purposes. Pursuant to a decision of the Attorney General of the State of Texas, up to \$1.50 per \$100 of assessed valuation may be used for the payment of long-term debt. The combined tax rate to finance general governmental services, including the payment of principal and interest on long-term debt, for the year ended September 30, 2025 was \$0.484739 per \$100 of assessed value, which means that the City has a tax margin of \$2.01526 for each \$100 value.

Property taxes are recorded as receivables and deferred inflows of resources at the time the taxes are assessed. In governmental funds, revenues are recognized as the related ad valorem taxes are collected. Additional amounts estimated to be collectible in the time to be a resource for payment of obligations incurred during the fiscal year and therefore susceptible to accrual in accordance with generally accepted accounting principles have been recognized as revenue. In the government wide financial statements, the entire levy is recognized as revenue, net of estimated uncollectible amounts (if any), at the levy date.

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 5 -- CAPITAL ASSETS

Governmental and Business-type capital asset activity for the year ended September 30, 2025 was as follows:

	Beginning Balance	Additions	Deletions & Transfers	Ending Balance
<b>Governmental Activities:</b>				
<i>Capital Assets, Not Being Depreciated:</i>				
Land	\$ 1,497,118	\$ -	\$ (500,000)	\$ 997,118
Construction in Progress	146,403	392,363	(146,403)	392,363
<i>Total Capital Assets Not Being Depreciated</i>	<u>1,643,521</u>	<u>392,363</u>	<u>(646,403)</u>	<u>1,389,481</u>
<i>Capital Assets, Being Depreciated:</i>				
Buildings	10,981,760	56,209	-	11,037,969
Other Machinery and Equipment	2,645,547	195,561	(8,510)	2,832,598
Office Equipment	69,118	-	-	69,118
Vehicles	5,807,671	883,014	(288,340)	6,402,345
Infrastructure	17,961,835	112,700	146,403	18,220,938
<i>Total Capital Assets Being Depreciated</i>	<u>37,465,931</u>	<u>1,247,484</u>	<u>(150,447)</u>	<u>38,562,968</u>
<i>Accumulated Depreciation:</i>				
Buildings	(3,436,115)	(200,552)	-	(3,636,667)
Other Machinery and Equipment	(2,308,111)	(178,143)	8,510	(2,477,744)
Office Equipment	(33,881)	(2,572)	-	(36,453)
Vehicles	(2,889,245)	(398,385)	288,340	(2,999,290)
Infrastructure	(9,591,963)	(420,924)	-	(10,012,887)
<i>Total Accumulated Depreciation</i>	<u>(18,259,315)</u>	<u>(1,200,576)</u>	<u>296,850</u>	<u>(19,163,041)</u>
Total Capital Assets Being Depreciated, Net	<u>19,206,616</u>	<u>46,908</u>	<u>146,403</u>	<u>19,399,927</u>
Governmental Activities Capital Assets, Net	<u>\$ 20,850,137</u>	<u>\$ 439,271</u>	<u>\$ (500,000)</u>	<u>\$ 20,789,408</u>
	*Beginning Balance	Additions	Deletions & Transfers	Ending Balance
<b>Business-Type Activities:</b>				
<i>Capital Assets, Not Being Depreciated:</i>				
Land	\$ 203,227	\$ -	\$ -	\$ 203,227
Water Rights	2,276,080	1,304,262	-	3,580,342
Construction in Progress	3,081,355	428,876	(796,879)	2,713,352
<i>Total Assets Not Being Depreciated</i>	<u>5,560,662</u>	<u>1,733,138</u>	<u>(796,879)</u>	<u>6,496,921</u>
<i>Capital Assets, Being Depreciated:</i>				
Buildings and Improvements	25,403	-	-	25,403
Water/Wastewater System - Plant	11,374,455	280,563	796,879	12,451,897
Transportation and Equipment	1,740,621	18,758	(42,971)	1,716,408
<i>Total Capital Assets Being Depreciated</i>	<u>13,140,479</u>	<u>299,321</u>	<u>753,908</u>	<u>14,193,708</u>
<i>Accumulated Depreciation:</i>				
Buildings and Improvements	(23,215)	(410)	-	(23,625)
Water/Wastewater System - Plant	(6,017,942)	(211,482)	-	(6,229,424)
Transportation and Equipment	(1,402,212)	(191,435)	42,971	(1,550,676)
<i>Total Accumulated Depreciation</i>	<u>(7,443,369)</u>	<u>(403,327)</u>	<u>42,971</u>	<u>(7,803,725)</u>
Total Capital Assets Being Depreciated, Net	<u>5,697,110</u>	<u>(104,006)</u>	<u>796,879</u>	<u>6,389,983</u>
Business-Type Activities Capital Assets, Net	<u>\$ 11,257,772</u>	<u>\$ 1,629,132</u>	<u>\$ -</u>	<u>\$ 12,886,904</u>

\* Beginning Balances have been adjusted for a prior period adjustment

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 5 -- CAPITAL ASSETS (Continued)

Depreciation expense was charged to the governmental functions as follows:

<i>Governmental Activities:</i>	
Administration	\$ 196,944
Public Safety	452,154
Public Works	311,596
Parks and Recreation	136,164
Community Development	83,646
Library	20,072
<i>Total Depreciation Expense - Governmental Activities</i>	\$ 1,200,576
 <i>Business-Type Activities:</i>	
Water and Sewer System	\$ 403,327
<i>Total Depreciation Expense - Business Type Activities</i>	\$ 403,327

NOTE 6 -- LONG-TERM DEBT

Long-term debt and obligations payable at September 30, 2025 were comprised of the following individual issues:

	Issue Amount	Maturity	Rate	Balance
<b><i>Primary Government</i></b>				
Governmental Activities:				
General Obligation Refunding Bonds				
2021 Series	\$ 4,475,000	2032	1.25-3.25%	\$ 3,570,000
<b>Total Governmental Long-Term Obligations</b>				\$ 3,570,000
	Issue Amount	Maturity	Rate	Balance
Business Type:				
Certificates of Obligation				
2016 Series	\$ 1,695,000	2046	4.01%	\$ 1,590,000
<b>Total Business-Type Long-Term Obligations</b>				\$ 1,590,000

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 6 -- LONG-TERM DEBT (Continued)

	Balance 9/30/2024	Additions	Reductions	Balance 9/30/2025	Due Within One Year
<i>Governmental Activities:</i>					
General Obligation Bonds	\$ 4,030,000	\$ -	\$ (460,000)	\$ 3,570,000	\$ 470,000
Unamortized Premium	481,607	-	(48,161)	433,446	43,345
Net Pension Liability	6,187,350	1,358,600	(2,706,969)	4,838,981	-
Net OPEB Liability	482,423	34,565	(36,002)	480,986	34,565
Compensated Absences	813,940	354,743	(325,577)	843,106	325,577
<i>Total Governmental Activities</i>	<u>\$ 11,995,320</u>	<u>\$ 1,747,908</u>	<u>\$ (3,576,709)</u>	<u>\$ 10,166,519</u>	<u>\$ 873,487</u>
<i>Business-Type Activities:</i>					
Certificates of Obligation	\$ 1,645,000	\$ -	\$ (55,000)	\$ 1,590,000	\$ 55,000
Unamortized Premium	81,496	-	(3,881)	77,615	3,881
Net Pension Liability	548,617	13,469	(62,988)	499,098	-
Net OPEB Liability	19,104	861	(2,301)	17,664	861
Compensated Absences	32,565	15,413	(20,379)	27,599	20,379
<i>Total Business-Type Activities</i>	<u>\$ 2,326,782</u>	<u>\$ 29,743</u>	<u>\$ (144,549)</u>	<u>\$ 2,211,976</u>	<u>\$ 80,121</u>

Compensated absences, net pension liability and other postemployment benefit obligations for governmental activities are generally liquidated by the general fund.

The annual requirements to amortize all long-term debt and obligations outstanding, excluding compensated absences and bond premium, as of September 30, 2025, including interest payments, are as follows:

Year Ending September 30,	Governmental Activities		
	Bonds		
	Principal	Interest	Total
2026	\$ 470,000	\$ 107,100	\$ 577,100
2027	485,000	93,000	578,000
2028	500,000	78,450	578,450
2029	515,000	63,450	578,450
2030	520,000	48,000	568,000
2031-2032	1,080,000	48,750	1,128,750
Total	<u>\$ 3,570,000</u>	<u>\$ 438,750</u>	<u>\$ 4,008,750</u>
Year Ending September 30,	Business-Type Activities		
	Certificates of Obligation		
	Principal	Interest	Total
2026	\$ 55,000	\$ 51,075	\$ 106,075
2027	55,000	49,288	104,288
2028	60,000	47,500	107,500
2029	60,000	45,550	105,550
2030	60,000	43,600	103,600
2031-2035	340,000	186,638	526,638
2036-2040	395,000	128,138	523,138
2041-2045	465,000	60,420	525,420
2046	100,000	3,125	103,125
Total	<u>\$ 1,590,000</u>	<u>\$ 615,334</u>	<u>\$ 2,205,334</u>

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 7 -- PENSION PLAN

Texas Municipal Retirement System

A. Plan Description

The City participates as one of 938 plans in the nontraditional, joint contributory, hybrid defined benefit pension plan administered by the Texas Municipal Retirement System (TMRS). TMRS is an agency created by the State of Texas and administered in accordance with the TMRS Act, Subtitle G, Title 8, Texas Government Code (the TMRS Act) as an agent multiple-employer retirement system for municipal employees in the State of Texas. The TMRS Act places the general administration and management of the System with a six-member Board of Trustees. Although the Governor, with the advice and consent of the Senate, appoints the Board, TMRS is not fiscally dependent on the State of Texas. TMRS's defined benefit pension plan is a tax-qualified plan under Section 401 (a) of the Internal Revenue Code. TMRS issues a publicly available Annual Comprehensive Financial Report (ACFR) that can be obtained at [www.tmr.com](http://www.tmr.com).

All eligible employees of the City are required to participate in TMRS.

B. Benefits Provided

TMRS provides retirement, disability, and death benefits. Benefit provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS.

At retirement, the benefit is calculated as if the sum of the employee's contributions, with interest, and the City-financed monetary credits with interest were used to purchase an annuity. Members may choose to receive their retirement benefit in one of seven payments options. Members may also choose to receive a portion of their benefit as a Partial Lump Sum Distribution in an amount equal to 12, 24, or 36 monthly payments, which cannot exceed 75% of the member's deposits and interest.

At the December 31, 2024 valuation and measurement date, the following employees were covered by the benefit terms:

Inactive Employees or Beneficiaries Currently Receiving Benefits	139
Inactive Employees Entitled to but Not Yet Receiving Benefits	99
Active Employees	108
	<hr/>
	346
	<hr/> <hr/>

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 7 -- PENSION PLAN (Continued)

Texas Municipal Retirement System (Continued)

C. Contributions

The contribution rates for employees in TMRS are either 5%, 6 %, or 7% of employee gross earnings, and the City matching percentages are either 100%, 150%, or 200%, both as adopted by the governing body of the City. Under the state law governing TMRS, the contribution rate for each city is determined annually by the actuary, using the Entry Age Normal (EAN) actuarial cost method. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Employees for the City were required to contribute 7% of their annual gross earnings during the fiscal year. The contribution rates for the City were 19.43% and 19.12% for calendar years 2024 and 2025 respectively. The City's contributions to TMRS for the year ended September 30, 2025 were \$1,576,341 and were equal to the required contributions.

D. Net Pension Liability

The City’s Net Pension Liability (NPL) was measured as of December 31, 2024, and the Total Pension Liability (TPL) used to calculate the Net Pension Liability was determined by an actuarial valuation as of that date.

E. Actuarial Assumptions

The Total Pension Liability in the December 31, 2024 actuarial valuation was determined using the following actuarial assumptions:

Inflation	2.5% per year
Overall Payroll Growth	2.75% per year
Investment Rate of Return*	6.75%

Salary increases were based on a service-related table. Mortality rates for active members are based on the PUB(10) mortality tables with 110% the Public Safety table used for males and the General Employee table used for females. Mortality rates for healthy retirees and beneficiaries are based on the Gender-distinct 2019. Municipal Retirees of Texas mortality tables. The rates for actives, healthy retirees and beneficiaries are projected on a fully generational basis by Scale MP-2021 to account for future mortality improvements. For disabled annuitants, the same mortality tables for healthy retirees is used with a 4-year set-forward for males and a 3-year set-forward for females. In addition, a 3.5% and 3.0% minimum mortality rate is applied, for males and females respectively, to reflect the impairment for younger members who become disabled. The rates are projected on a fully generational basis by Scale MP-2021 to account for future mortality improvements subject to the floor.

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 7 -- PENSION PLAN (Continued)

Texas Municipal Retirement System (Continued)

E. Actuarial Assumptions (Continued)

The actuarial assumptions were developed primarily from the actuarial investigation of the experience of TMRS over the four year period from December 31, 2018 through December 31, 2022. They were adopted in 2023 and first used in the December 31, 2023, actuarial valuation. The post-retirement mortality assumption for Annuity Purchase Rates (APRs) is based on the Mortality Experience Investigation Study covering 2009 through 2011 and dated December 31, 2013. Plan assets are managed on a total return basis with an emphasis on both capital appreciation as well as the production of income in order to satisfy the short-term and long-term funding needs of TMRS.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. In determining their best estimate of a recommended investment return assumption under the various alternative asset allocation portfolios, GRS (Gabriel, Roeder, Smith & Company) focused on the area between (1) arithmetic mean (aggressive) without an adjustment for time (conservative) and (2) the geometric mean (conservative) with an adjustment for time (aggressive). The target allocation and best estimates of real rates of return for each major asset class are summarized in the following table:

Asset Classes & Assumptions:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return (Arithmetic)</u>
Global Equity	35.00%	7.10%
Core Fixed Income	6.00%	5.00%
Non-Core Fixed Income	6.00%	6.80%
Other Public and Private Markets	4.00%	7.30%
Real Estate	12.00%	6.70%
Hedge Funds	5.00%	6.40%
Infrastructure	6.00%	6.00%
Private Debt	13.00%	8.20%
Private Equity	13.00%	8.50%
	<u>100.00%</u>	

F. Discount Rate

The discount rate used to measure the Total Pension Liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that employee and employer contributions will be made at the rates specified in statute. Based on that assumption, the pension plan's Fiduciary Net Position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the Total Pension Liability.

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 7 -- PENSION PLAN (Continued)

Texas Municipal Retirement System (Continued)

G. Changes in Net Pension Liability (Asset)

*Changes in Net Pension Liability:*

	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
Balance at December 31, 2023	\$ 56,046,456	\$ 49,310,489	\$ 6,735,967
Changes for the year:			
Service Cost	1,491,020	-	1,491,020
Interest	3,733,409	-	3,733,409
Change of Benefit Terms	-	-	-
Difference Between Expected and Actual Experience	519,022	-	519,022
Changes of Assumptions	-	-	-
Contributions - Employer	-	1,515,985	(1,515,985)
Contributions - Employee	-	546,161	(546,161)
Net Investment Income	-	5,112,820	(5,112,820)
Benefit Payments, Including Refunds of Employee Contributions	(2,964,407)	(2,964,407)	-
Administrative Expense	-	(32,859)	32,859
Other Changes	-	(768)	768
Net Changes	2,779,044	4,176,932	(1,397,888)
Balance at December 31, 2024	\$ 58,825,500	\$ 53,487,421	\$ 5,338,079

Sensitivity of the net pension liability to changes in the discount rate.

The following presents the net pension liability of the City, calculated using the discount rate of 6.75%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current rate:

	Discount Rate 5.75%	Discount Rate 6.75%	Discount Rate 7.75%
Net Pension Liability (Asset)	\$ 12,827,221	\$ 5,338,079	\$ (843,035)

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 7 -- PENSION PLAN (Continued)

Texas Municipal Retirement System (Continued)

H. Pension Plan Fiduciary Net Position

Detailed information about the pension plan’s Fiduciary Net Position is available in a separately issued TMRS financial report. That report may be obtained on the Internet at [www.tmr.com](http://www.tmr.com).

I. Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended September 30, 2025, the City recognized pension expense of \$1,359,804.

At September 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

*Deferred Outflows & Inflows:*

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between Expected and Actual Economic Experience	\$ 325,317	\$ -
Changes in Actuarial Assumptions	-	(139,517)
Differences Between Projected and Actual Investment Earnings	-	(500,522)
Contributions Subsequent to the Measurement Date	1,146,297	-
	\$ 1,471,614	\$ (640,039)

The City reported \$1,146,297 as deferred outflows of resources related to pensions resulting from contributions subsequent to the measurement date (December 31, 2024) will be recognized as a reduction of the net pension liability for the year ending December 31, 2025. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

*Future Years Pension Expense:*

For the Year Ended December 31,	
2025	\$ 88,872
2026	740,930
2027	(787,654)
2028	(356,870)
Thereafter	-
	\$ (314,722)

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 8 -- OTHER POST EMPLOYMENT BENEFITS (OPEB)

The City also participates in the cost sharing multiple-employer defined benefit group- term life insurance plan operated by the Texas Municipal Retirement System (TMRS) known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance, to provide group-term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The plan is part of the Annual Comprehensive Financial Report (ACFR) issued by TMRS and available at [www.tmrs.com](http://www.tmrs.com).

The death benefit for active employees provides a lump-sum payment approximately equal to the employee’s annual salary (calculated based on the employee’s actual earnings, for the 12-month period preceding the month of death); retired employees are insured for \$7,500; this coverage is an “other post-employment benefit,” or OPEB. Membership in the plan at December 31, 2024, the valuation and measurement date, consisted of:

Inactive Employees or Beneficiaries Currently Receiving Benefits	99
Inactive Employees Entitled to but Not Yet Receiving Benefits	18
Active Employees	108
	<u>225</u>

The SDBF required contribution rates, based on these assumptions, are as follows:

<u>For the Calendar Year Ended December 31,</u>	<u>Total SDBF Contribution Rate</u>	<u>Retiree Portion to SDBF Contribution Rate</u>
2023	0.43%	0.21%
2024	0.40%	0.22%

CITY OF LEON VALLEY  
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
SEPTEMBER 30, 2025

NOTE 8 -- OTHER POST EMPLOYMENT BENEFIT (OPEB) (Continued)

These contribution rates are based on actuarial assumptions developed primarily from the actuarial investigation of the experience of TMRS over the four-year period from December 31, 2018 to December 31, 2022. They were adopted in 2023 and first used in the December 31, 2023 actuarial valuation. The post-retirement mortality assumption for healthy annuitants and Annuity Purchase Rate (APRs) are based on the Mortality Experience Investigation Study covering 2014 through 2018 and dated December 31, 2019. In conjunction with these changes first used in the December 31, 2019 valuation, the System adopted the Entry Age Normal actuarial cost method. These assumptions are summarized below:

Inflation	2.50%
Salary Increases	3.60% to 11.85% Including Inflation
Discount Rate	4.08%
Administrative Expenses	All administrative expenses are paid throe the Pension Trust and accounted for under reporting requirements under GASB Statement No. 68.
Mortality Rates - Service Retirees	2019 Municipal Retirees of Texas Mortality Tables. Male rates are multiplied by 103% and female rates are multiplied by 105%. The rates are projected on a fully generational basis with scale MP-2021 (with immediate convergence).
Mortality Rates - Disabled Retirees	2019 Municipal Retirees of Texas Mortality Tables with a 4 year set-forward for males and a 3 year set-forward for females. In additional, a 3.5% and 3% minimum mortality rate will be applied to reflect the impairment for younger members who become disabled for males and females, respectively. The rates are projected on a fully generational basis by Scale MP-2021 (with immediate convergence) to account for future mortality improvements subject to the floor.

The City’s Total OPEB Liability (TOL), based on the above actuarial factors, as of December 31, 2024 was calculated as follows:

	Total OPEB Liability
Balance at December 31, 2023	<u>\$ 501,527</u>
Changes for the year:	
Service Cost	16,385
Interest	18,908
Change of Benefit Terms	-
Difference Between Expected and Actual Experience	2,847
Changes of Assumptions or Other Inputs	(24,632)
Benefit Payments	<u>(16,385)</u>
Net Changes	<u>(2,877)</u>
Balance at December 31, 2024	<u><u>\$ 498,650</u></u>

There is no separate trust maintained to fund this Total OPEB Liability. No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 8 -- OTHER POST EMPLOYMENT BENEFIT (OPEB) (Continued)

The following presents the TOL of the City, calculated using the discount rate of 5.08% as well as what the City’s TOL would be if it were calculated using a discount rate that is 1-percentage point lower (3.08 %) and 1-percentage point higher (4.08%) than the current rate:

	Discount Rate 3.08%	Discount Rate 4.08%	Discount Rate 5.08%
Total OPEB Liability	\$ 584,877	\$ 498,650	\$ 430,157

For the year ended September 30, 2025, the City recognized OPEB expense of \$34,565. Also as of September 30, 2025, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference Between Expected and Actual Experience	\$ 1,486	\$ -
Changes in Actuarial Assumptions	-	74,310
Contributions Subsequent to the Measurement Date	23,981	-
	\$ 25,467	\$ 74,310

Deferred outflows of resources in the amount of \$23,891 is related to OPEB benefits resulting from contributions subsequent to the measurement date and will be recognized as a reduction of the total OPEB liability for the subsequent plan year ended December 31, 2025 (fiscal year ended September 30, 2024). Other amounts reported as deferred outflows and inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Future Years Pension Expense:

For the Year Ended December 31,	
2025	\$ (36,141)
2026	(32,862)
2027	(2,880)
2028	(941)
2029	-
	\$ (72,824)

CITY OF LEON VALLEY  
 NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)  
 SEPTEMBER 30, 2025

NOTE 9 -- INTERFUND TRANSFERS

Interfund transfer are as follows:

Transfer From	Transfer To	Amount	Purpose
Water Fund	General Fund	1,253,538	Payment in Lieu of Taxes
Red Light Camera Fund	General Fund	370,264	Payment in Lieu of Taxes
Non-Major Funds	General Fund	105,842	Payment in Lieu of Taxes
		<u>\$ 1,729,644</u>	

NOTE 10 -- CONTINGENCIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by such agencies. Any disallowed claims, including amounts already collected may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the City expects such amounts, if any, to be immaterial.

NOTE 11 -- RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; business interruption; errors and omissions; injuries to employees; employee health benefits; and other claims of various natures. The City contracts with the Texas Municipal League (TML) to provide insurance coverage for property and casualty, and workers compensation. TML is a multi-employer group that provides for a combination of modified self-insurance and stop-loss coverage. Contributions are set annually by TML. Liability by the City is generally limited to the contributed amounts. Annual contributions for the year ended September 30, 2025 were \$374,547.

NOTE 12-- PRIOR PERIOD ADJUSTMENT

	Business Type Activities
	Water and Sewer
Beginning Net Position, as Previously Reported	\$ 14,079,331
Increase in Capital Assets	416,769
Beginning Net Position, Restated	<u>14,496,100</u>

NOTE 13--CHANGE IN ACCOUNTING PRINCIPLE

As of October 1, 2024 the City implemented GASB Statement 101 related to compensated absences. Previously, only accumulated leave has that was paid out on termination was included in the liability for compensated absences. Now, all leave that accumulates and is more likely than not to be taken as time off or paid out are included in the liability. This primarily added a portion of accumulated sick leave. The City does not accrue sick leave, but personal time and paid time off. All of this time has been previously recorded.



## **REQUIRED SUPPLEMENTARY INFORMATION**

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Budgetary Comparison Schedule - General Fund
- Budgetary Comparison Schedule - Red Light Cameras Fund
- Budgetary Comparison Schedule - Street Maintenance Tax Fund
- Schedule of Changes in Net Pension Liability and Related Ratios - Last 10 Plan Years
- Schedule of Contributions - Last 10 Fiscal Years
- Schedule of Changes in Total Other Post-Employment Benefit Liability and Related Ratios



CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –  
 BUDGET AND ACTUAL  
 GENERAL FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025 WITH COMPARATIVE 2024

	Budgeted Amounts		2025	Variance With	2024
	Original	Final	Actual Amounts	Final Budget - Positive (Negative)	
<b>REVENUES</b>					
Property Taxes	\$ 5,761,580	\$ 5,761,580	\$ 5,624,828	\$ (136,752)	\$ 5,432,273
Sales Taxes	3,752,505	3,752,505	3,777,494	24,989	3,800,064
Franchise Taxes	998,900	998,900	978,235	(20,665)	938,740
Licenses and Permits	558,135	558,135	841,400	283,265	527,711
Charges for Service	340,300	340,300	562,217	221,917	362,826
Fines and Forfeitures	692,200	692,200	656,901	(35,299)	584,158
Lease Income	17,500	17,500	17,869	369	19,033
Grants	1,362,068	1,362,068	266,012	(1,096,056)	358,662
Investment Earnings	430,313	430,313	437,594	7,281	499,597
Miscellaneous	399,828	399,828	290,046	(109,782)	417,573
<b>TOTAL REVENUES</b>	<b>14,313,329</b>	<b>14,313,329</b>	<b>13,452,596</b>	<b>(860,733)</b>	<b>12,940,637</b>
<b>EXPENDITURES</b>					
<b>Administration:</b>					
<i>Business Office:</i>					
Personnel Services	315,693	315,693	298,598	17,095	274,317
Supplies	11,241	11,241	10,646	595	9,956
Contracted Services	100,708	100,708	121,276	(20,568)	110,718
<i>Total Business Office</i>	<u>427,642</u>	<u>427,642</u>	<u>430,520</u>	<u>(2,878)</u>	<u>394,991</u>
<i>Finance and Accounting:</i>					
Personnel Services	410,534	410,534	349,488	61,046	370,307
Supplies	7,700	7,700	3,943	3,757	5,394
Contracted Services	79,970	79,970	74,039	5,931	67,777
<i>Total Finance and Accounting</i>	<u>498,204</u>	<u>498,204</u>	<u>427,470</u>	<u>70,734</u>	<u>443,478</u>
<i>Council and Manager:</i>					
Personnel Services	672,175	672,175	672,966	(791)	622,648
Supplies	21,150	21,150	14,681	6,469	20,687
Contracted Services	329,491	358,281	245,230	113,051	374,099
Capital Outlay	-	-	-	-	12,799
<i>Total Council and Manager</i>	<u>1,022,816</u>	<u>1,051,606</u>	<u>932,877</u>	<u>118,729</u>	<u>1,030,233</u>
<b>Total Administration</b>	<u>\$ 1,948,662</u>	<u>\$ 1,977,452</u>	<u>\$ 1,790,867</u>	<u>\$ 186,585</u>	<u>\$ 1,868,702</u>

CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –  
 BUDGET AND ACTUAL  
 GENERAL FUND (CONTINUED)  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025 WITH COMPARATIVE 2024

	Budgeted Amounts		2025 Actual Amounts	Variance With Final Budget - Positive (Negative)	2024 Actual
	Original	Final			
<b>Public Safety</b>					
<i>Law Enforcement Administration:</i>					
Personnel Services	\$ 3,382,607	\$ 3,382,607	\$ 2,922,099	\$ 460,508	\$ 2,749,681
Supplies	117,300	117,300	112,755	4,545	127,541
Contracted Services	269,203	269,203	211,279	57,924	269,818
Capital Outlay	65,000	65,000	65,000	-	-
<i>Total Law Enforcement Administration</i>	<u>3,834,110</u>	<u>3,834,110</u>	<u>3,311,133</u>	<u>522,977</u>	<u>3,147,040</u>
<i>Impound Lot:</i>					
Personnel Services	127,548	127,548	129,257	(1,709)	119,575
Supplies	3,300	3,300	1,077	2,223	1,677
Contracted Services	10,072	10,072	11,735	(1,663)	12,119
Capital Outlay	-	17,898	17,898	-	49,205
<i>Total Impound Lot</i>	<u>140,920</u>	<u>158,818</u>	<u>159,967</u>	<u>(1,149)</u>	<u>182,576</u>
<i>Fire Protection Operations:</i>					
Personnel Services	3,329,494	3,329,494	3,158,743	170,751	2,905,519
Supplies	227,500	227,500	193,135	34,365	189,220
Contracted Services	341,434	341,434	264,545	76,889	312,150
Capital Outlay	395,125	395,125	335,862	59,263	89,731
<i>Total Fire Protection Operations</i>	<u>4,293,553</u>	<u>4,293,553</u>	<u>3,952,285</u>	<u>341,268</u>	<u>3,496,620</u>
<b>Total Public Safety</b>	<u>\$ 8,268,583</u>	<u>\$ 8,286,481</u>	<u>\$ 7,423,385</u>	<u>\$ 863,096</u>	<u>\$ 6,826,236</u>

CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –  
 BUDGET AND ACTUAL  
 GENERAL FUND (CONTINUED)  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025 WITH COMPARATIVE 2024

	Budgeted Amounts		2025 Actual Amounts	Variance With Final Budget - Positive (Negative)	2024 Actual
	Original	Final			
<b>Public Works:</b>					
Personnel Services	\$ 1,855,393	\$ 1,855,393	\$ 1,620,460	\$ 234,933	\$ 1,452,437
Supplies	139,540	139,540	135,005	4,535	152,414
Contracted Services	490,568	525,568	394,099	131,469	537,480
Capital Outlay	35,000	173,143	189,695	(16,552)	104,106
<b>Total Public Works</b>	<b>2,520,501</b>	<b>2,693,644</b>	<b>2,339,259</b>	<b>354,385</b>	<b>2,246,437</b>
<b>Parks and Recreation:</b>					
Personnel Services	-	-	-	-	-
Supplies	80,600	80,600	82,858	(2,258)	49,854
Contracted Services	203,251	203,251	247,588	(44,337)	350,750
Capital Outlay	2,199,288	2,405,788	345,501	2,060,287	162,490
<b>Total Parks and Recreation</b>	<b>2,483,139</b>	<b>2,689,639</b>	<b>675,947</b>	<b>2,013,692</b>	<b>563,094</b>
<b>Library:</b>					
Personnel Services	426,985	426,985	386,243	40,742	378,927
Supplies	56,250	76,250	78,467	(2,217)	60,865
Contracted Services	51,832	51,832	47,983	3,849	42,011
<b>Total Library</b>	<b>535,067</b>	<b>555,067</b>	<b>512,693</b>	<b>42,374</b>	<b>481,803</b>
<b>Information Technology Office</b>					
Personnel Services	124,163	124,163	97,893	26,270	117,439
Supplies	28,500	28,500	26,772	1,728	11,181
Contracted Services	261,611	261,611	265,438	(3,827)	187,199
Capital Outlay	34,500	34,500	32,282	2,218	-
<b>Total Information Technology Office</b>	<b>448,774</b>	<b>448,774</b>	<b>422,385</b>	<b>26,389</b>	<b>315,819</b>
<b>Community Development Activities:</b>					
<i>Community Development/ Events:</i>					
Personnel Services	220,163	220,163	219,272	891	263,768
Supplies	7,300	7,300	4,513	2,787	4,515
Contracted Services	833,000	833,000	341,830	491,170	260,505
<i>Total Community Development/ Events</i>	<b>\$ 1,060,463</b>	<b>\$ 1,060,463</b>	<b>\$ 565,615</b>	<b>\$ 494,848</b>	<b>\$ 528,788</b>

CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –  
 BUDGET AND ACTUAL  
 GENERAL FUND (CONTINUED)  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025 WITH COMPARATIVE 2024

	Budgeted Amounts		2025 Actual Amounts	Variance With Final Budget - Positive (Negative)	2024 Actual
	Original	Final			
<i>Special Events:</i>					
Personnel Services	\$ 50,937	\$ 50,937	\$ 61,056	\$ (10,119)	\$ 35,068
Supplies	121,660	124,160	103,813	20,347	108,238
<i>Total Special Events</i>	<u>172,597</u>	<u>175,097</u>	<u>164,869</u>	<u>10,228</u>	<u>143,306</u>
<i>Economic Development:</i>					
Personnel Services	182,781	182,781	160,742	22,039	148,338
Supplies	13,475	13,475	14,364	(889)	10,946
Contracted Services	236,768	236,768	93,954	142,814	130,030
Capital Outlay	225,000	239,835	102,606	137,229	-
<i>Total Economic Development</i>	<u>658,024</u>	<u>672,859</u>	<u>371,666</u>	<u>301,193</u>	<u>289,314</u>
<b>Total Community Development Activities</b>	<u>1,891,084</u>	<u>1,908,419</u>	<u>1,102,150</u>	<u>806,269</u>	<u>961,408</u>
<b>Total Expenditures</b>	<u>18,095,810</u>	<u>18,559,476</u>	<u>14,266,686</u>	<u>4,292,790</u>	<u>13,263,499</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>(3,782,481)</u>	<u>(4,246,147)</u>	<u>(814,090)</u>	<u>3,432,057</u>	<u>(322,862)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Sale of Capital Assets	10,000	10,000	1,187,761	1,177,761	32,025
Transfers In	2,318,930	2,318,930	1,729,644	(589,286)	1,862,288
Transfers Out	-	-	-	-	(313,669)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>2,328,930</u>	<u>2,328,930</u>	<u>2,917,405</u>	<u>588,475</u>	<u>1,580,644</u>
<b>Net Change in Fund Balance</b>	<u>(1,453,551)</u>	<u>(1,917,217)</u>	<u>2,103,315</u>	<u>4,020,532</u>	<u>1,257,782</u>
<b>Fund Balances, Beginning</b>	<u>9,493,669</u>	<u>9,493,669</u>	<u>9,493,669</u>	<u>-</u>	<u>8,235,887</u>
<b>Fund Balances, Ending</b>	<u>\$ 8,040,118</u>	<u>\$ 7,576,452</u>	<u>\$ 11,596,984</u>	<u>\$ 4,020,532</u>	<u>\$ 9,493,669</u>

CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –  
 BUDGET AND ACTUAL  
 RED LIGHT CAMERA FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025 WITH COMPARATIVE 2024

	Budgeted Amounts		2025 Actual Amounts	Variance With Final Budget - Positive (Negative)	2024 Actual
	Original	Final			
<b>REVENUES</b>					
Fines & Forfeitures	2,280,051	\$ 2,280,051	\$ 1,961,435	\$ (318,616)	\$ 2,304,356
Interest Income	-	-	30,072	30,072	40,892
Miscellaneous Income	37,740	37,740	6,239	(31,501)	-
<b>TOTAL REVENUES</b>	<u>2,317,791</u>	<u>2,317,791</u>	<u>1,997,746</u>	<u>(320,045)</u>	<u>2,345,248</u>
<b>EXPENDITURES</b>					
<i>Law Enforcement Traffic Safety:</i>					
Personnel Services	217,831	217,831	170,607	47,224	192,964
Supplies	37,725	37,725	36,361	1,364	7,417
Contracted Services	78,983	78,983	49,094	29,889	57,046
Capital Outlay	65,000	244,465	235,099	9,366	433,625
<i>Total Law Enforcement Traffic Safety</i>	<u>399,539</u>	<u>579,004</u>	<u>491,161</u>	<u>87,843</u>	<u>691,052</u>
<i>Law Enforcement Red Light Camera:</i>					
Personnel Services	664,154	664,154	641,287	22,867	595,027
Supplies	8,550	8,550	3,089	5,461	1,782
Contracted Services	907,820	907,820	788,160	119,660	847,154
<i>Total Law Enforcement Red Light Cameras</i>	<u>1,580,524</u>	<u>1,580,524</u>	<u>1,432,536</u>	<u>147,988</u>	<u>1,443,963</u>
<b>TOTAL EXPENDITURES</b>	<u>1,980,063</u>	<u>2,159,528</u>	<u>1,923,697</u>	<u>235,831</u>	<u>2,135,015</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>337,728</u>	<u>158,263</u>	<u>74,049</u>	<u>(84,214)</u>	<u>210,233</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers Out	(370,264)	(370,264)	(370,264)	-	(342,558)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(370,264)</u>	<u>(370,264)</u>	<u>(370,264)</u>	<u>-</u>	<u>(342,558)</u>
<b>Net Change in Fund Balance</b>	<u>(32,536)</u>	<u>(212,001)</u>	<u>(296,215)</u>	<u>(84,214)</u>	<u>(132,325)</u>
<b>FUND BALANCE - BEGINNING</b>	<u>944,822</u>	<u>944,822</u>	<u>944,822</u>	<u>-</u>	<u>1,077,147</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ 1,652,814</u>	<u>\$ 1,473,349</u>	<u>\$ 648,607</u>	<u>\$ (84,214)</u>	<u>\$ 944,822</u>

CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES –  
 BUDGET AND ACTUAL  
 STREET MAINTENANCE TAX FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025 WITH COMPARATIVE 2024

	Budgeted Amounts		2025 Actual Amounts	Variance With Final Budget - Positive (Negative)	2024 Actual
	Original	Final			
<b>REVENUES</b>					
Sales Taxes	\$ 822,170	\$ 822,170	\$ 832,349	\$ 10,179	\$ 830,759
Investment Earnings	40,800	40,800	59,203	18,403	78,877
<b>TOTAL REVENUES</b>	<u>862,970</u>	<u>862,970</u>	<u>891,552</u>	<u>28,582</u>	<u>909,636</u>
<b>EXPENDITURES</b>					
<i>Current:</i>					
Public Works	2,825,528	3,839,591	1,118,181	2,721,410	1,055,435
<b>TOTAL EXPENDITURES</b>	<u>2,825,528</u>	<u>3,839,591</u>	<u>1,118,181</u>	<u>2,721,410</u>	<u>1,055,435</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>(1,962,558)</u>	<u>(2,976,621)</u>	<u>(226,629)</u>	<u>2,749,992</u>	<u>(145,799)</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	-	-	-	-	76,603
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>76,603</u>
<b>Net Change in Fund Balance</b>	<u>(1,962,558)</u>	<u>(2,976,621)</u>	<u>(226,629)</u>	<u>2,749,992</u>	<u>(69,196)</u>
<b>FUND BALANCE - BEGINNING</b>	<u>1,751,192</u>	<u>1,751,192</u>	<u>1,751,192</u>	<u>-</u>	<u>1,820,388</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ (211,366)</u>	<u>\$ (1,225,429)</u>	<u>\$ 1,524,563</u>	<u>\$ 2,749,992</u>	<u>\$ 1,751,192</u>



CITY OF LEON VALLEY  
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN  
FUND BALANCES – BUDGET AND ACTUAL  
YEAR ENDED SEPTEMBER 30, 2025

**Budgetary Information** – The budget is prepared in accordance with accounting principles generally accepted in the United States of America. The City maintains strict budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual appropriation budget approved by the City Council and as such is a good management control device. Annual budgets are adopted for the general fund, red light camera fund, water and sewer fund, grant fund, building security fund, child safety fund, municipal court technology fund, debt service fund, police forfeiture fund, crime control and prevention district fund, community center fund and street maintenance tax fund. Project-length financial plans are adopted for capital project funds. Of these budgets, the general fund, red light camera fund, street maintenance tax fund, community center fund, grants fund, crime control prevention fund, child safety fund, state forfeiture fund, federal forfeiture fund, building security fund, court technology fund, and debt service fund are legally adopted.

Budgetary preparation and control is exercised at the fund level. The city manager is authorized to transfer budget amounts between accounts within a department. These transfers cannot increase the overall budgeted expenditures.

CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF CHANGES – NET PENSION LIABILITY AND RELATED RATIOS  
 LAST TEN PLAN YEARS

	Total Pension Liability			
	2015	2016	2017	2018
Service Cost	\$ 761,483	\$ 747,641	\$ 842,875	\$ 1,107,270
Interest (on the Total Pension Liability)	2,548,566	2,513,302	2,599,775	2,833,754
Changes of Benefit Terms	-	-	-	1,757,255
Difference between Expected and Actual Experience	(863,803)	109,583	194,960	121,392
Change of Assumptions	149,794	-	-	-
Benefit Payments, Including Refunds of Employee Contributions	(1,426,682)	(2,099,537)	(2,174,580)	(1,946,832)
Net Change in Total Pension Liability	1,169,358	1,270,989	1,463,030	3,872,839
Total Pension Liability - Beginning	36,740,688	37,910,046	39,181,035	40,644,065
Total Pension Liability - Ending	<u>\$ 37,910,046</u>	<u>\$ 39,181,035</u>	<u>\$ 40,644,065</u>	<u>\$ 44,516,904</u>
	Plan Fiduciary Net Position			
	2015	2016	2017	2018
Contributions - Employer	\$ 813,946	\$ 702,892	\$ 735,312	\$ 821,094
Contributions - Employee	311,658	301,671	341,475	372,609
Net Investment Income	50,874	2,310,877	4,903,405	(1,172,483)
Benefit Payments, Including Refunds of Employee Contributions	(1,426,682)	(2,099,537)	(2,174,580)	(1,946,832)
Administrative Expense	(30,989)	(26,101)	(25,416)	(22,673)
Other	(1,531)	(1,406)	(1,286)	(1,185)
Net Change in Plan Fiduciary Net Position	(282,724)	1,188,396	3,778,910	(1,949,470)
Plan Fiduciary Net Position - Beginning	34,479,169	34,196,445	35,384,841	39,163,751
Plan Fiduciary Net Position - Ending	<u>\$ 34,196,445</u>	<u>\$ 35,384,841</u>	<u>\$ 39,163,751</u>	<u>\$ 37,214,281</u>
Net Pension Liability - Ending	\$ 3,713,601	\$ 3,796,194	\$ 1,480,314	\$ 7,302,623
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	90.20%	90.31%	96.36%	83.60%
Covered Payroll	\$ 5,194,294	\$ 5,027,846	\$ 5,691,256	\$ 6,210,153
Net Pension Liability as a Percentage of Covered Payroll	71.49%	75.50%	26.01%	117.59%

Total Pension Liability					
2019	2020	2021	2022	2023	2024
\$ 1,260,851	\$ 1,322,663	\$ 1,350,668	\$ 1,295,550	\$ 1,455,528	\$ 1,491,020
2,974,542	3,156,487	3,295,336	3,466,522	3,611,316	3,733,409
-	-	-	-	-	-
696,928	334,550	811,140	57,983	(19,939)	519,022
97,929	-	-	-	(427,181)	-
(2,160,070)	(2,571,291)	(2,970,074)	(2,816,922)	(2,692,964)	(2,964,407)
2,870,180	2,242,409	2,487,070	2,003,133	1,926,760	2,779,044
44,516,904	47,387,084	49,629,493	52,116,563	54,119,696	56,046,456
<u>\$ 47,387,084</u>	<u>\$ 49,629,493</u>	<u>\$ 52,116,563</u>	<u>\$ 54,119,696</u>	<u>\$ 56,046,456</u>	<u>\$ 58,825,500</u>

Plan Fiduciary Net Position					
2019	2020	2021	2022	2023	2024
\$ 1,193,707	\$ 1,254,515	\$ 1,320,007	\$ 1,235,379	\$ 1,459,012	\$ 1,515,985
494,728	512,944	523,515	490,473	550,740	546,161
5,749,089	3,220,466	5,843,029	(3,611,872)	5,181,021	5,112,820
(2,160,070)	(2,571,291)	(2,970,074)	(2,816,922)	(2,692,964)	(2,964,407)
(32,509)	(20,854)	(27,055)	(31,295)	(33,020)	(32,859)
(977)	(813)	185	37,344	(230)	(768)
5,243,968	2,394,967	4,689,607	(4,696,893)	4,464,559	4,176,932
37,214,281	42,458,249	44,853,216	49,542,823	44,845,930	49,310,489
<u>\$ 42,458,249</u>	<u>\$ 44,853,216</u>	<u>\$ 49,542,823</u>	<u>\$ 44,845,930</u>	<u>\$ 49,310,489</u>	<u>\$ 53,487,421</u>

\$ 4,928,835	\$ 4,776,277	\$ 2,573,740	\$ 9,273,766	\$ 6,735,967	\$ 5,338,079
89.60%	90.38%	95.06%	82.86%	87.98%	90.93%
\$ 7,067,549	\$ 7,327,773	\$ 7,478,782	\$ 7,006,761	\$ 7,867,720	\$ 7,802,300
69.74%	65.18%	34.41%	132.35%	85.62%	68.42%

CITY OF LEON VALLEY  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF CITY CONTRIBUTIONS  
LAST TEN FISCAL YEARS

<u>Fiscal Year</u>	<u>Actuarially Determined Contribution</u>	<u>Contributions in Relation to the Actuarially Determined Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Covered Payroll</u>	<u>Contributions as a Percentage of Covered Payroll</u>
2025	\$ 1,576,341	\$ 1,576,341	-	\$8,208,576	19.20%
2024	1,489,311	1,489,311	-	7,753,823	19.21%
2023	1,412,576	1,412,576	-	7,718,509	18.30%
2022	1,246,582	1,246,582	-	7,075,062	17.62%
2021	1,298,721	1,298,721	-	7,291,513	17.81%
2020	1,243,211	1,243,211	-	7,285,644	17.06%
2019	1,108,962	1,108,962	-	6,920,380	16.02%
2018	830,183	830,183	-	6,231,160	13.32%
2017	735,472	735,472	-	5,492,470	13.39%
2016	738,640	738,640	-	5,036,278	14.67%

CITY OF LEON VALLEY  
REQUIRED SUPPLEMENTARY INFORMATION  
NOTES TO SCHEDULE OF CONTRIBUTION

**Valuation Date:**

Actuarially determined contribution rates are calculated as of December 31 and become effective in January, thirteen (13) months later.

**Methods and Assumptions Used to Determine Contribution Rates:**

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level Percentage of Payroll, Closed
Remaining Amortization Period	21 Years (longest amortization ladder)
Asset Valuation Method	10 Year Smoothed Fair Value; 12% Soft Corridor
Inflation	2.50%
Salary Increases	3.60% to 11.85% Including Inflation
Investment Rate of Return	6.75%
Retirement Age	Experience-based table of rates that vary by age. Last updated for the 2023 valuation pursuant to an experience study of the period ending 2022.
Mortality	<p>Post-retirement: 2019 Municipal Retirees of Texas Mortality Tables. Male rates are multiplied by 103% and female rates are multiplied by 105%. The rates are projected on a fully generational basis with scale MP-2021 (with immediate convergence).</p> <p>Pre-retirement: PUB (10) mortality tables, with the 110% of the public Safety table used for males and the 100% of the General Employee table used for females. The rates are projected on a fully generational basis with scale MP-2021 (with immediate convergence).</p>
Changes in Benefit Terms:	None
Changes in Actuarial Assumptions:	
2023	New mortality assumptions
2019	New retirement and mortality assumptions
2015	Investment rate of return lowered from 7% to 6.75%

CITY OF LEON VALLEY  
 REQUIRED SUPPLEMENTARY INFORMATION  
 SCHEDULE OF CHANGES – TOTAL OTHER POST-EMPLOYMENT BENEFIT LIABILITY  
 AND RELATED RATIOS  
 LAST EIGHT CALENDAR YEARS\*

	Total OPEB Liability			
	2017	2018	2019	2020
Service Cost	\$ 11,383	\$ 14,283	\$ 15,549	\$ 19,052
Interest on Total OPEB Liability	13,335	13,517	14,951	13,963
Changes of Benefit Terms	-	-	-	-
Difference between Expected and Actual Experience	-	(1,286)	(2,759)	(5,014)
Change of Assumptions or Other Inputs	32,701	(28,902)	79,233	78,822
Benefit Payments	(2,846)	(3,726)	(3,534)	(4,397)
Net Change in Total OPEB Liability	54,573	(6,114)	103,440	102,426
Total OPEB Liability - Beginning	348,518	403,091	396,977	500,417
Total OPEB Liability - Ending	<u>\$ 403,091</u>	<u>\$ 396,977</u>	<u>\$ 500,417</u>	<u>\$ 602,843</u>
 Covered Employee Payroll	 \$ 5,691,256	 \$ 6,210,153	 \$ 7,067,549	 \$ 7,327,773
 Total OPEB Liability as a Percentage of Covered Employee Payroll	 7.08%	 6.39%	 7.08%	 8.23%

	Total OPEB Liability			
	2021	2022	2023	2024
Service Cost	\$ 23,932	\$ 23,823	\$ 15,735	\$ 16,385
Interest on Total OPEB Liability	12,184	12,180	18,690	18,908
Changes of Benefit Terms	-	-	-	-
Difference between Expected and Actual Experience	8,166	(706)	(3,609)	2,847
Change of Assumptions or Other Inputs	19,746	(217,866)	25,360	(24,632)
Benefit Payments	(11,218)	(11,211)	(16,522)	(16,385)
Net Change in Total OPEB Liability	52,810	(193,780)	39,654	(2,877)
Total OPEB Liability - Beginning	602,843	655,653	461,873	501,527
Total OPEB Liability - Ending	<u>\$ 655,653</u>	<u>\$ 461,873</u>	<u>\$ 501,527</u>	<u>\$ 498,650</u>
 Covered Employee Payroll	 \$ 7,478,782	 \$ 7,006,761	 \$ 7,867,720	 \$ 7,802,300
 Total OPEB Liability as a Percentage of Covered Employee Payroll	 8.77%	 6.59%	 6.37%	 6.39%

\*GASB Statement No. 75 requires 10 years of data to be provided in this schedule. This is the eighth year of implementation of GASB75. The City will develop the schedule prospectively as data becomes available.

NOTES TO SCHEDULE OF CHANGES

No assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75 to pay related benefits.

## SUPPLEMENTARY INFORMATION

Supplementary information includes combining nonmajor individual fund statements which are not required by the GASB, nor a part of the basic financial statements.

### FUND DESCRIPTIONS

#### SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues and expenditures that are legally restricted for a specific purpose.

- **Community Center** - Accounts for hotel occupancy tax revenues and expenditures, funding mainly the community and conference centers.
- **Grants Fund** - Accounts for grant revenues received from other governments and the related expenditures.
- **Crime Control and Prevention District** - Accounts for sales tax collection for public safety operations. This special district tax was approved by voters in May 2014.
- **Child Safety Fund** - Accounts for the drug awareness and prevention program, school crossing guards, and other child safety programs.
- **State Police Forfeiture Fund** - Accounts for revenues from seized assets and the allowed expenditure of that revenue.
- **Federal Police Forfeiture Fund** - Accounts for revenues from seized assets in federal cases and the allowed expenditure of that revenue.
- **Building Security Fund** - Accounts for a portion of municipal fines that are allocated to building security and the allowed expenditures.
- **Court Technology** - Accounts for a portion of municipal fines that are allocated to court technology and the allowed expenditures.

#### OTHER MAJOR FUNDS

- **Debt Service Fund** – Accounts for the accumulation of resources and the related disbursement for the retirement of long term debt.

CITY OF LEON VALLEY  
 COMBINING BALANCE SHEET  
 NONMAJOR GOVERNMENTAL FUNDS  
 SEPTEMBER 30, 2025

	Special Revenue Funds			
	Community Center	Grants	Crime Control and Prevention District	Child Safety
<b>ASSETS</b>				
Cash and Cash Equivalents	\$ 126,683	\$ 10,937	\$ 313,348	\$ 38,786
Investments	255,517	-	502,354	53,214
Accounts Receivable, Net of Allowance:				
Other	28,751	-	-	1,191
Due from Other Governments	-	-	70,464	-
<b>TOTAL ASSETS</b>	<u>\$ 410,951</u>	<u>\$ 10,937</u>	<u>\$ 886,166</u>	<u>\$ 93,191</u>
<b>LIABILITIES AND FUND BALANCE</b>				
<i>Liabilities:</i>				
Accounts Payable	\$ 3,534	\$ 1,050	\$ 43	\$ -
Accrued Expenditures	395	-	-	24
Deposits Payable	44,478	-	-	-
<i>Total Liabilities</i>	<u>48,407</u>	<u>1,050</u>	<u>43</u>	<u>24</u>
<i>Fund Balance:</i>				
Restricted	362,544	9,887	886,123	93,167
<i>Total Fund Balances</i>	<u>362,544</u>	<u>9,887</u>	<u>886,123</u>	<u>93,167</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 410,951</u>	<u>\$ 10,937</u>	<u>\$ 886,166</u>	<u>\$ 93,191</u>

Special Revenue Funds				Total Nonmajor Governmental Funds
State Police Foreiture	Federal Police Forfeiture	Building Security	Court Technology	
\$ -	\$ 264,125	\$ 51,112	\$ 44,586	\$ 849,577
12,288	725,176	50,895	38,838	1,638,282
-	6,730	-	-	36,672
-	-	-	-	70,464
<u>\$ 12,288</u>	<u>\$ 996,031</u>	<u>\$ 102,007</u>	<u>\$ 83,424</u>	<u>\$ 2,594,995</u>
\$ -	\$ -	\$ -	\$ -	\$ 4,627
-	-	-	-	419
-	-	-	-	44,478
-	-	-	-	49,524
12,288	996,031	102,007	83,424	2,545,471
12,288	996,031	102,007	83,424	2,545,471
<u>\$ 12,288</u>	<u>\$ 996,031</u>	<u>\$ 102,007</u>	<u>\$ 83,424</u>	<u>\$ 2,594,995</u>

CITY OF LEON VALLEY  
 COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND  
 CHANGES IN FUND BALANCES  
 NONMAJOR GOVERNMENTAL FUNDS  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025

	Special Revenue Funds			
	Community Center	Grants	Crime Control and Prevention District	Child Safety
<b>REVENUES</b>				
Sales Taxes	\$ -	\$ -	\$ 412,138	\$ -
Occupancy Taxes	107,863	-	-	-
Fines and Forfeitures	-	-	-	18,475
Grants	-	5,445	-	-
Lease Income	75,651	-	-	-
Investment Earnings	11,041	-	21,707	2,300
Miscellaneous	38,233	-	374	-
<b>TOTAL REVENUES</b>	<u>232,788</u>	<u>5,445</u>	<u>434,219</u>	<u>20,775</u>
<b>EXPENDITURES</b>				
Current:				
Public Safety	-	5,396	202,610	6,211
Community Development	132,359	-	-	-
Capital Outlay	10,116	-	-	-
<b>TOTAL EXPENDITURES</b>	<u>142,475</u>	<u>5,396</u>	<u>202,610</u>	<u>6,211</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>				
	<u>90,313</u>	<u>49</u>	<u>231,609</u>	<u>14,564</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers Out	(21,777)	-	(84,065)	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(21,777)</u>	<u>-</u>	<u>(84,065)</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	68,536	49	147,544	14,564
<b>Fund Balances, Beginning</b>	<u>294,008</u>	<u>9,838</u>	<u>738,579</u>	<u>78,603</u>
<b>Fund Balances, Ending</b>	<u>\$ 362,544</u>	<u>\$ 9,887</u>	<u>\$ 886,123</u>	<u>\$ 93,167</u>

Special Revenue Funds				Total Nonmajor Governmental Funds
State Police Forfeiture	Federal Police Forfeiture	Building Security	Court Technology	
\$ -	\$ -	\$ -	\$ -	\$ 412,138
-	-	-	-	107,863
-	136,713	10,107	19,780	185,075
-	-	-	-	5,445
-	-	-	-	75,651
531	20,141	2,199	1,678	59,597
-	8,500	-	-	47,107
<u>531</u>	<u>165,354</u>	<u>12,306</u>	<u>21,458</u>	<u>892,876</u>
-	4,698	-	-	218,915
-	-	-	-	132,359
-	210,900	-	-	221,016
-	215,598	-	-	572,290
<u>531</u>	<u>(50,244)</u>	<u>12,306</u>	<u>21,458</u>	<u>320,586</u>
-	-	-	-	(105,842)
-	-	-	-	(105,842)
531	(50,244)	12,306	21,458	214,744
11,757	1,046,275	89,701	61,966	2,330,727
<u>\$ 12,288</u>	<u>\$ 996,031</u>	<u>\$ 102,007</u>	<u>\$ 83,424</u>	<u>\$ 2,545,471</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET AND ACTUAL  
 COMMUNITY CENTER FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Occupancy Taxes	\$ 80,000	\$ 80,000	\$ 107,863	\$ 27,863	\$ 84,144
Lease Income	66,417	66,417	75,651	9,234	60,454
Investment Earnings	14,943	14,943	11,041	(3,902)	12,668
Miscellaneous	-	-	38,233	38,233	40,405
<b>TOTAL REVENUES</b>	<u>161,360</u>	<u>161,360</u>	<u>232,788</u>	<u>71,428</u>	<u>197,671</u>
<b>EXPENDITURES</b>					
Current:					
Community Development	155,110	155,110	132,359	22,751	134,944
Capital Outlay	-	12,000	10,116	1,884	59,657
<b>TOTAL EXPENDITURES</b>	<u>155,110</u>	<u>167,110</u>	<u>142,475</u>	<u>24,635</u>	<u>194,601</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>6,250</u>	<u>(5,750)</u>	<u>90,313</u>	<u>96,063</u>	<u>3,070</u>
<b>OTHER SOURCES (USES)</b>					
Transfers In(Out)	(21,777)	(21,177)	(21,777)	(600)	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(21,777)</u>	<u>(21,177)</u>	<u>(21,777)</u>	<u>(600)</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	(15,527)	(26,927)	68,536	95,463	3,070
<b>FUND BALANCE, BEGINNING</b>	<u>294,008</u>	<u>294,008</u>	<u>294,008</u>	<u>-</u>	<u>290,938</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 278,481</u>	<u>\$ 267,081</u>	<u>\$ 362,544</u>	<u>\$ 95,463</u>	<u>\$ 294,008</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET TO ACTUAL  
 GRANTS FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Grants	\$ 5,412	\$ 5,412	\$ 5,445	\$ 33	\$ 5,412
<b>TOTAL REVENUES</b>	<u>5,412</u>	<u>5,412</u>	<u>5,445</u>	<u>33</u>	<u>5,412</u>
<b>EXPENDITURES</b>					
Current:					
Public Safety	12,268	12,268	5,396	6,872	2,019
<b>TOTAL EXPENDITURES</b>	<u>12,268</u>	<u>12,268</u>	<u>5,396</u>	<u>6,872</u>	<u>2,019</u>
<b>Net Change in Fund Balance</b>	(6,856)	(6,856)	49	6,905	3,393
<b>FUND BALANCE, BEGINNING</b>	<u>9,838</u>	<u>9,838</u>	<u>9,838</u>	<u>-</u>	<u>6,445</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 2,982</u>	<u>\$ 2,982</u>	<u>\$ 9,887</u>	<u>\$ 6,905</u>	<u>\$ 9,838</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET TO ACTUAL  
 CRIME CONTROL PREVENTION FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Sales Tax	\$ 407,595	\$ 407,595	\$ 412,138	\$ 4,543	\$ 411,883
Investment Earnings	24,072	24,072	21,707	(2,365)	24,349
Miscellaneous	-	-	374	374	843
<b>TOTAL REVENUES</b>	<u>431,667</u>	<u>431,667</u>	<u>434,219</u>	<u>2,552</u>	<u>437,075</u>
<b>EXPENDITURES</b>					
Current:					
Public Safety	277,224	277,224	202,610	74,614	242,467
<b>TOTAL EXPENDITURES</b>	<u>277,224</u>	<u>277,224</u>	<u>202,610</u>	<u>74,614</u>	<u>242,467</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>154,443</u>	<u>154,443</u>	<u>231,609</u>	<u>77,166</u>	<u>194,608</u>
<b>OTHER FINANCING USES</b>					
Transfers Out	(84,065)	(84,065)	(84,065)	-	(80,651)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>(84,065)</u>	<u>(84,065)</u>	<u>(84,065)</u>	<u>-</u>	<u>(80,651)</u>
<b>Net Change in Fund Balance</b>	70,378	70,378	147,544	77,166	113,957
<b>FUND BALANCE, BEGINNING</b>	<u>738,579</u>	<u>738,579</u>	<u>738,579</u>	<u>-</u>	<u>624,622</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 808,957</u>	<u>\$ 808,957</u>	<u>\$ 886,123</u>	<u>\$ 77,166</u>	<u>\$ 738,579</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET TO ACTUAL  
 CHILD SAFETY FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Fines and Forfeitures	\$ 10,400	\$ 10,400	\$ 18,475	\$ 8,075	\$ 16,340
Investment Earnings	2,040	2,040	2,300	260	2,637
<b>TOTAL REVENUES</b>	<u>12,440</u>	<u>12,440</u>	<u>20,775</u>	<u>8,335</u>	<u>18,977</u>
<b>EXPENDITURES</b>					
Current:					
Public Safety	7,117	7,117	6,211	906	5,789
<b>TOTAL EXPENDITURES</b>	<u>7,117</u>	<u>7,117</u>	<u>6,211</u>	<u>906</u>	<u>5,789</u>
<b>Net Change in Fund Balance</b>	5,323	5,323	14,564	9,241	13,188
<b>FUND BALANCE, BEGINNING</b>	<u>78,603</u>	<u>78,603</u>	<u>78,603</u>	-	<u>65,415</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 83,926</u>	<u>\$ 83,926</u>	<u>\$ 93,167</u>	<u>\$ 9,241</u>	<u>\$ 78,603</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET TO ACTUAL  
 STATE POLICE FORFEITURE FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Investment Earnings	\$ 612	\$ 612	\$ 531	\$ (81)	\$ 609
<b>TOTAL REVENUES</b>	<u>612</u>	<u>612</u>	<u>531</u>	<u>(81)</u>	<u>609</u>
<b>EXPENDITURES</b>					
Current:					
Public Safety	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>612</u>	<u>612</u>	<u>531</u>	<u>(81)</u>	<u>609</u>
<b>Net Change in Fund Balance</b>	612	612	531	(81)	609
<b>FUND BALANCE, BEGINNING</b>	<u>11,757</u>	<u>11,757</u>	<u>11,757</u>	<u>-</u>	<u>11,148</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 12,369</u>	<u>\$ 12,369</u>	<u>\$ 12,288</u>	<u>\$ (81)</u>	<u>\$ 11,757</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET TO ACTUAL  
 FEDERAL POLICE FORFEITURE FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Fines and Forfeitures	\$ -	\$ -	\$ 136,713	\$ 136,713	\$ 688,464
Interest	10,710	10,710	20,141	9,431	10,623
Miscellaneous	-	-	8,500	8,500	24,699
<b>TOTAL REVENUES</b>	<u>10,710</u>	<u>10,710</u>	<u>165,354</u>	<u>154,644</u>	<u>723,786</u>
<b>EXPENDITURES</b>					
Current:					
Public Safety	126,622	126,622	4,698	121,924	-
Capital Outlay	-	210,900	210,900	-	67,150
<b>TOTAL EXPENDITURES</b>	<u>126,622</u>	<u>337,522</u>	<u>215,598</u>	<u>121,924</u>	<u>67,150</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>(115,912)</u>	<u>(326,812)</u>	<u>(50,244)</u>	<u>276,568</u>	<u>656,636</u>
<b>Net Change in Fund Balance</b>	(115,912)	(326,812)	(50,244)	276,568	656,636
<b>FUND BALANCE, BEGINNING</b>	<u>1,046,275</u>	<u>1,046,275</u>	<u>1,046,275</u>	<u>-</u>	<u>389,639</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 930,363</u>	<u>\$ 719,463</u>	<u>\$ 996,031</u>	<u>\$ 276,568</u>	<u>\$ 1,046,275</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET TO ACTUAL  
 BUILDING SECURITY FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Fines and Forfeitures	\$ 13,000	\$ 13,000	\$ 10,107	\$ (2,893)	\$ 12,741
Investment Earnings	2,040	2,040	2,199	159	\$ 2,523
<b>TOTAL REVENUES</b>	<u>15,040</u>	<u>15,040</u>	<u>12,306</u>	<u>(2,734)</u>	<u>15,264</u>
<b>EXPENDITURES</b>					
Current:					
Public Safety	10,000	10,000	-	10,000	-
<b>TOTAL EXPENDITURES</b>	<u>10,000</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>-</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>5,040</u>	<u>5,040</u>	<u>12,306</u>	<u>7,266</u>	<u>15,264</u>
<b>Net Change in Fund Balance</b>	5,040	5,040	12,306	7,266	15,264
<b>FUND BALANCE, BEGINNING</b>	<u>89,701</u>	<u>89,701</u>	<u>89,701</u>	<u>-</u>	<u>74,437</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 94,741</u>	<u>\$ 94,741</u>	<u>\$ 102,007</u>	<u>\$ 7,266</u>	<u>\$ 89,701</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 BUDGET TO ACTUAL  
 COURT TECHNOLOGY FUND  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance with Final Budget- Positive (Negative)	2024 Actual Amounts
	Original	Final			
<b>REVENUES</b>					
Fines and Forfeitures	\$ 12,000	\$ 12,000	\$ 19,780	\$ 7,780	\$ 11,914
Investment Earnings	1,530	1,530	1,678	148	1,926
<b>TOTAL REVENUES</b>	<u>13,530</u>	<u>13,530</u>	<u>21,458</u>	<u>7,928</u>	<u>13,840</u>
<b>EXPENDITURES</b>					
Current:					
Administration	17,000	17,000	-	17,000	-
<b>TOTAL EXPENDITURES</b>	<u>17,000</u>	<u>17,000</u>	<u>-</u>	<u>17,000</u>	<u>-</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>(3,470)</u>	<u>(3,470)</u>	<u>21,458</u>	<u>24,928</u>	<u>13,840</u>
<b>Net Change in Fund Balance</b>	(3,470)	(3,470)	21,458	24,928	13,840
<b>FUND BALANCE, BEGINNING</b>	<u>61,966</u>	<u>61,966</u>	<u>61,966</u>	<u>-</u>	<u>48,126</u>
<b>FUND BALANCE, ENDING</b>	<u>\$ 58,496</u>	<u>\$ 58,496</u>	<u>\$ 83,424</u>	<u>\$ 24,928</u>	<u>\$ 61,966</u>

CITY OF LEON VALLEY  
 SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –  
 BUDGET AND ACTUAL  
 DEBT SERVICE  
 FOR THE YEAR ENDED SEPTEMBER 30, 2025  
 (WITH COMPARATIVE ACTUAL TOTALS FOR 2024)

	Budgeted Amounts		2025 Actual Amounts	Variance With Final Budget - Positive (Negative)	2024 Actual
	Original	Final			
<b>REVENUES</b>					
Property Taxes	\$ 580,451	\$ 580,451	\$ 562,609	\$ (17,842)	\$ 712,663
Investment Earnings	15,300	15,300	22,628	7,328	16,588
<b>TOTAL REVENUES</b>	<u>595,751</u>	<u>595,751</u>	<u>585,237</u>	<u>(10,514)</u>	<u>729,251</u>
<b>EXPENDITURES</b>					
<i>Debt Service:</i>					
Principal	515,000	515,000	460,000	55,000	445,000
Interest	176,763	176,763	121,200	55,563	135,375
<b>TOTAL EXPENDITURES</b>	<u>691,763</u>	<u>691,763</u>	<u>581,200</u>	<u>110,563</u>	<u>580,375</u>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<u>(96,012)</u>	<u>(96,012)</u>	<u>4,037</u>	<u>100,049</u>	<u>148,876</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfers In	107,863	107,863	-	(107,863)	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>107,863</u>	<u>107,863</u>	<u>-</u>	<u>(107,863)</u>	<u>-</u>
<b>Net Change in Fund Balance</b>	11,851	11,851	4,037	(7,814)	148,876
<b>FUND BALANCE - BEGINNING</b>	<u>577,210</u>	<u>577,210</u>	<u>577,210</u>	<u>-</u>	<u>428,334</u>
<b>FUND BALANCE - ENDING</b>	<u>\$ 589,061</u>	<u>\$ 589,061</u>	<u>\$ 581,247</u>	<u>\$ (7,814)</u>	<u>\$ 577,210</u>

## STATISTICAL SECTION

This part of the City of Leon Valley's annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health.

### Financial Trends (Tables 1 through 4)

Net Position by Component  
Change in Net Position  
Fund Balances, Governmental Funds  
Changes in Fund Balances, Governmental Funds

*These schedules contain trend information to help reader understand how the City's financial performance and well-being have changed over time.*

### Revenue Capacity (Tables 5 through 12)

Tax Revenues by Source, Governmental Funds  
Assessed Value and Estimated Actual Value of Taxable Property  
Direct and Overlapping Property Tax Rates  
Principal Property Taxpayers  
Property Tax Levies and Collections  
Total Water Sold by Type of Customer  
Water and Sewer Rates  
Taxable Assessed Value

*These schedules contain information to help readers assess the factors affecting the City's ability to generate its property and sales tax.*

### Debt Capacity (Tables 13 through 17)

Ratios of Outstanding Debt by Type  
Ratios of General Bonded Debt Outstanding  
Direct and Overlapping Governmental Activities Debt  
Debt Margin Information  
Pledged Revenue Coverage

*These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.*

### Demographic and Economic Information (Tables 18 through 19)

Demographic and Economic Statistics  
Principal Employers

*These schedules offer demographic and economic indicators to help the reader understand how the City's financial activities take place and to help make comparisons over time and with other governments.*

### Operating Information (Tables 20 through 22)

Full-time Equivalent City Government Employees by Function  
Operating Indicators by Function/Program  
Capital Asset Statistics by Function/Program

*These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and the activities it performs.*

CITY OF LEON VALLEY  
NET POSITION, BY COMPONENT  
LAST TEN FISCAL YEARS

	Fiscal Year			
	2016*	2017*	2018	2019
<i>Governmental Activities</i>				
Net Investment in Capital Assets	\$ 8,324,593	\$ 9,534,380	\$ 12,241,969	\$ 12,752,432
Restricted	2,186,825	2,999,981	4,027,347	2,704,990
Unrestricted	2,696,144	2,342,091	2,432,332	2,048,407
<i>Total Governmental Activities</i>				
<i>Net Position</i>	<u>\$ 13,207,562</u>	<u>\$ 14,876,452</u>	<u>\$ 18,701,648</u>	<u>\$ 17,505,829</u>
<i>Business-Type Activities</i>				
Net Investment in Capital Assets	\$ 4,367,353	\$ 4,049,170	\$ 4,162,165	\$ 4,872,274
Restricted	1,042,946	1,279,204	1,225,716	1,595,199
Unrestricted	1,205,378	2,179,050	2,562,095	2,118,143
<i>Total Business-Type Activities</i>				
<i>Net Position</i>	<u>\$ 6,615,677</u>	<u>\$ 7,507,424</u>	<u>\$ 7,949,976</u>	<u>\$ 8,585,616</u>
<i>Primary Government</i>				
Net Investment in Capital Assets	\$ 12,691,946	\$ 13,583,550	\$ 16,404,134	\$ 17,624,706
Restricted	3,229,771	4,279,185	5,253,063	4,300,189
Unrestricted	3,901,522	4,521,141	4,994,427	4,166,550
<i>Total Primary Government Net Position</i>	<u>\$ 19,823,239</u>	<u>\$ 22,383,876</u>	<u>\$ 26,651,624</u>	<u>\$ 26,091,445</u>

\*Years 2017 and prior included the Leon Valley Economic Development Corporation as a blended component unit.

These years have not been restated for the adoption of GASB 75.

TABLE 1

Fiscal Year					
2020	2021	2022	2023	2024	2025
\$ 13,667,111	\$ 13,953,956	\$ 13,497,385	\$ 16,514,310	\$ 16,338,530	\$ 16,785,962
2,950,408	2,891,629	3,144,548	5,151,887	5,956,937	5,576,607
559,242	753,703	2,663,066	2,779,400	3,922,880	6,127,231
<u>\$ 17,176,761</u>	<u>\$ 17,599,288</u>	<u>\$ 19,304,999</u>	<u>\$ 24,445,597</u>	<u>\$ 26,218,347</u>	<u>\$ 28,489,800</u>
\$ 5,392,876	\$ 5,862,213	\$ 6,332,409	\$ 8,519,400	\$ 9,531,276	\$ 11,219,289
1,784,772	1,888,685	1,888,685	2,011,865	1,776,950	1,109,749
2,276,563	2,404,894	1,883,625	2,062,571	3,187,874	3,558,153
<u>\$ 9,454,211</u>	<u>\$ 10,155,792</u>	<u>\$ 10,104,719</u>	<u>\$ 12,593,836</u>	<u>\$ 14,496,100</u>	<u>\$ 15,887,191</u>
\$ 19,059,987	\$ 19,816,169	\$ 19,829,794	\$ 25,033,710	\$ 25,869,806	\$ 28,005,251
4,735,180	4,780,314	5,033,233	7,163,752	7,733,887	6,686,356
2,835,805	3,158,597	4,546,691	4,841,971	7,110,754	9,685,384
<u>\$ 26,630,972</u>	<u>\$ 27,755,080</u>	<u>\$ 29,409,718</u>	<u>\$ 37,039,433</u>	<u>\$ 40,714,447</u>	<u>\$ 44,376,991</u>

**CITY OF LEON VALLEY  
CHANGE IN NET POSITION  
LAST TEN FISCAL YEARS**

	Fiscal Year			
	2016	2017	2018	2019
<b>Expenses</b>				
<i>Governmental Activities</i>				
Administration	\$ 1,125,550	\$ 1,052,772	\$ 1,163,357	\$ 1,134,888
Public Safety	4,598,579	5,731,890	6,825,574	10,029,264
Public Works	1,492,449	1,960,573	1,366,183	3,110,746
Information Technology Office	-	-	-	-
Parks and Recreation	228,169	357,055	372,372	306,749
Library	367,252	375,764	421,642	413,677
Communications	355,508	322,727	-	-
Community Development	880,111	753,029	828,978	932,724
Interest and Fiscal Agent Fees	205,890	228,101	201,460	186,603
<i>Total Governmental Activities Expenses</i>	<u>9,253,508</u>	<u>10,781,911</u>	<u>11,179,566</u>	<u>16,114,651</u>
<i>Business-Type Activities</i>				
Water/Wastewater Utilities	3,752,522	3,901,345	4,720,880	4,978,650
<i>Total Business-Type Activities</i>	<u>3,752,522</u>	<u>3,901,345</u>	<u>4,720,880</u>	<u>4,978,650</u>
<b>Total Primary Government Expenses</b>	<u>\$ 13,006,030</u>	<u>\$ 14,683,256</u>	<u>\$ 15,900,446</u>	<u>\$ 21,093,301</u>
<b>Program Revenues</b>				
<i>Governmental Activities</i>				
Charges for Service:				
Administration	\$ 537,825	\$ 319,498	\$ 319,498	\$ 661,149
Public Safety	724,018	1,620,197	1,620,197	3,441,827
Parks and Recreation	15,632	-	-	-
Library	4,249	-	-	-
Community Development	167,074	76,357	76,357	77,660
Operating Grants and Contributions	160,001	476,415	476,415	130,103
Capital Grants and Contributions	37,766	-	-	105,767
<i>Total Governmental Activities</i>	<u>1,646,565</u>	<u>2,492,467</u>	<u>2,492,467</u>	<u>4,416,506</u>
<i>Program Revenues</i>	<u>1,646,565</u>	<u>2,492,467</u>	<u>2,492,467</u>	<u>4,416,506</u>
<i>Business-Type Activities</i>				
Charges for Service:				
Water/Wastewater Utilities	3,683,776	4,589,550	4,623,442	5,218,441
Operating Grants and Contributions	-	120,165	-	-
Capital Grants and Contributions	-	-	485,976	302,632
<i>Total Business-Type Activities</i>	<u>3,683,776</u>	<u>4,709,715</u>	<u>5,109,418</u>	<u>5,521,073</u>
<i>Program Revenues</i>	<u>3,683,776</u>	<u>4,709,715</u>	<u>5,109,418</u>	<u>5,521,073</u>
<b>Total Primary Government</b>				
<b>Program Revenues</b>	<u>\$ 5,330,341</u>	<u>\$ 7,202,182</u>	<u>\$ 7,601,885</u>	<u>\$ 9,937,579</u>

Note – Years 2016 – 2017 have not been restated for adoption of GASB Statement No. 75.

TABLE 2

		Fiscal Year									
		2020	2021	2022	2023	2024	2025				
\$	1,668,621	\$	1,272,072	\$	1,490,181	\$	2,361,242	\$	2,146,911	\$	1,998,757
	9,182,852		8,427,384		8,192,664		9,760,863		9,239,567		9,196,274
	2,128,939		2,464,829		2,908,030		2,593,652		3,514,599		3,152,063
	-		-		-		211,958		229,970		390,103
	328,675		326,685		327,054		349,505		517,986		331,651
	413,953		438,436		514,467		460,126		501,876		512,694
	-		-		-		-		-		-
	939,644		919,311		1,054,053		1,024,951		1,187,852		1,164,142
	177,398		216,131		100,420		98,366		79,638		73,039
	<u>14,840,082</u>		<u>14,064,848</u>		<u>14,586,869</u>		<u>16,860,663</u>		<u>17,418,399</u>		<u>16,818,723</u>
	<u>4,476,212</u>		<u>4,447,693</u>		<u>5,613,181</u>		<u>3,148,657</u>		<u>3,384,397</u>		<u>3,482,142</u>
	<u>4,476,212</u>		<u>4,447,693</u>		<u>5,613,181</u>		<u>3,148,657</u>		<u>3,384,397</u>		<u>3,482,142</u>
\$	<u>19,316,294</u>	\$	<u>18,512,541</u>	\$	<u>20,200,050</u>	\$	<u>20,009,320</u>	\$	<u>20,802,796</u>	\$	<u>20,300,865</u>
\$	409,905	\$	276,482	\$	330,496	\$	330,494	\$	539,725	\$	863,220
	3,296,536		3,062,361		3,058,806		3,455,638		3,938,969		3,343,809
	-		-		-		-		-		2,015
	-		-		-		-		-		-
	11,290		20,253		64,586		67,383		62,505		79,491
	604,876		67,282		57,184		53,503		77,902		11,274
	-		-		159,946		4,764,275		286,172		260,183
	<u>4,322,607</u>		<u>3,426,378</u>		<u>3,671,018</u>		<u>8,671,293</u>		<u>4,905,273</u>		<u>4,559,992</u>
	4,995,934		5,095,369		5,381,349		5,231,485		5,362,842		5,658,084
	-		-		-		-		-		-
	-		-		365,395		-		245,726		246,900
	<u>4,995,934</u>		<u>5,095,369</u>		<u>5,746,744</u>		<u>5,231,485</u>		<u>5,608,568</u>		<u>5,904,984</u>
\$	<u>9,318,541</u>	\$	<u>8,521,747</u>	\$	<u>9,417,762</u>	\$	<u>13,902,778</u>	\$	<u>10,513,841</u>	\$	<u>10,464,976</u>

CITY OF LEON VALLEY  
CHANGE IN NET POSITION (CONTINUED)  
LAST TEN FISCAL YEARS

	Fiscal Year			
	2016	2017	2018	2019
<b>Net (Expenses)/Revenue</b>				
Governmental Activities	\$ (7,606,943)	\$ (8,289,444)	\$ (8,687,099)	\$ (11,698,145)
Business-Type Activities	(68,746)	808,370	388,538	542,423
Total Primary Government Net Expenses	<u>\$ (7,675,689)</u>	<u>\$ (7,481,074)</u>	<u>\$ (8,298,561)</u>	<u>\$ (11,155,722)</u>
<b>Governmental Revenues and Other Changes in Net Position</b>				
<i>Governmental Activities</i>				
Taxes:				
Property Taxes	\$ 4,440,697	\$ 4,752,901	\$ 4,944,531	\$ 5,113,648
Sales Taxes	3,177,019	3,517,289	3,687,415	3,746,775
Franchise Taxes	1,072,898	1,104,166	961,149	919,205
Occupancy Taxes	67,691	80,600	94,639	89,936
Interest and Investment Earnings	17,663	55,460	134,411	233,900
Miscellaneous	27,995	447,168	371,832	399,343
Transfers	-	750	(47,650)	(481)
Total Governmental Activities	<u>8,803,963</u>	<u>9,958,334</u>	<u>10,146,327</u>	<u>10,502,326</u>
<i>Business-Type Activities</i>				
Interest and Investment Earnings	1,270	11,987	60,337	92,436
Miscellaneous	84,682	116,200	-	300
Transfers	(70,000)	-	47,650	481
Total Business-Type Activities	<u>15,952</u>	<u>128,187</u>	<u>107,987</u>	<u>93,217</u>
Total Primary Government	<u>\$ 8,819,915</u>	<u>\$ 10,086,521</u>	<u>\$ 10,254,314</u>	<u>\$ 10,595,543</u>
<b>Changes In Net Position</b>				
Government Activities	\$ 1,197,020	\$ 1,668,890	\$ 1,459,228	\$ (1,195,819)
Business-Type Activities	(52,794)	936,557	496,525	635,640
Total Primary Government	<u>\$ 1,144,226</u>	<u>\$ 2,605,447</u>	<u>\$ 1,955,753</u>	<u>\$ (560,179)</u>

TABLE 2 (Continued)

Fiscal Year					
2020	2021	2022	2023	2024	2025
\$ (10,517,475)	\$ (10,638,470)	\$ (10,915,851)	\$ (8,189,370)	\$ (12,513,126)	\$ (12,258,731)
519,722	647,676	133,563	2,082,828	2,224,171	2,422,842
<u>\$ (9,997,753)</u>	<u>\$ (9,990,794)</u>	<u>\$ (10,782,288)</u>	<u>\$ (6,106,542)</u>	<u>\$ (10,288,955)</u>	<u>\$ (9,835,889)</u>
\$ 5,447,139	\$ 5,558,254	\$ 5,863,936	\$ 6,038,893	\$ 6,189,180	\$ 6,208,965
3,738,177	4,270,709	4,922,322	5,061,764	5,010,542	5,017,086
809,636	876,389	928,847	1,172,251	927,879	969,152
50,523	89,993	84,186	67,842	84,144	107,863
94,530	3,074	76,035	579,759	692,726	609,094
361,884	262,578	351,727	599,325	317,621	364,486
(313,482)	-	394,509	(189,866)	1,063,784	1,253,538
<u>10,188,407</u>	<u>11,060,997</u>	<u>12,621,562</u>	<u>13,329,968</u>	<u>14,285,876</u>	<u>14,530,184</u>
35,341	2,131	28,490	145,607	207,415	189,763
50	51,774	181,383	70,816	117,693	32,024
313,482	-	(394,509)	189,866	(1,063,784)	(1,253,538)
348,873	53,905	(184,636)	406,289	(738,676)	(1,031,751)
<u>\$ 10,537,280</u>	<u>\$ 11,114,902</u>	<u>\$ 12,436,926</u>	<u>\$ 13,736,257</u>	<u>\$ 13,547,200</u>	<u>\$ 13,498,433</u>
\$ (329,068)	\$ 422,527	\$ 1,705,711	\$ 5,140,598	\$ 1,772,750	\$ 2,271,453
868,595	701,581	(51,073)	2,489,117	1,485,495	1,391,091
<u>\$ 539,527</u>	<u>\$ 1,124,108</u>	<u>\$ 1,654,638</u>	<u>\$ 7,629,715</u>	<u>\$ 3,258,245</u>	<u>\$ 3,662,544</u>

CITY OF LEON VALLEY  
FUND BALANCES - GOVERNMENTAL FUNDS  
LAST TEN FISCAL YEARS

	Fiscal Year			
	2016	2017	2018	2019
<i>General Fund:</i>				
Nonspendable	\$ 14,201	\$ 52,650	\$ 11,163	\$ 5,824
Restricted	154,393	497,329	23,868	235,416
Committed	900,000	1,000,000	1,000,000	1,000,000
Assigned	25,275	80,700	459,127	1,154,763
Unassigned	3,567,496	3,508,662	3,359,401	4,370,549
<i>Total General Fund</i>	<u>\$ 4,661,365</u>	<u>\$ 5,139,341</u>	<u>\$ 4,853,559</u>	<u>\$ 6,766,552</u>
<i>All Other Governmental Funds:</i>				
Nonspendable	\$ -	\$ 2,095	\$ -	\$ -
Restricted	2,032,432	2,502,591	3,499,337	2,463,234
Committed	-	-	-	-
Assigned	93,679	-	-	-
<i>Total All Other Governmental Funds</i>	<u>\$ 2,126,111</u>	<u>\$ 2,504,686</u>	<u>\$ 3,499,337</u>	<u>\$ 2,463,234</u>

TABLE 3

Fiscal Year					
2020	2021	2022	2023	2024	2025
\$ 4,434	\$ 4,854	\$ 4,568	\$ 5,472	\$ 4,883	\$ 4,639
261,124	283,940	304,190	304,923	340,037	262,236
1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,250,000
749,556	1,068,942	1,501,435	1,006,394	1,316,749	1,754,900
3,784,196	3,361,144	4,525,932	5,919,097	6,832,000	8,325,209
<u>\$ 5,799,310</u>	<u>\$ 5,718,880</u>	<u>\$ 7,336,125</u>	<u>\$ 8,235,886</u>	<u>\$ 9,493,669</u>	<u>\$ 11,596,984</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2,680,737	2,596,713	2,832,611	4,974,864	5,603,951	5,299,888
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 2,680,737</u>	<u>\$ 2,596,713</u>	<u>\$ 2,832,611</u>	<u>\$ 4,974,864</u>	<u>\$ 5,603,951</u>	<u>\$ 5,299,888</u>

**CITY OF LEON VALLEY  
CHANGES IN FUND BALANCES, GOVERNMENTAL FUNDS  
LAST TEN FISCAL YEARS**

	Fiscal Year			
	2016	2017	2018	2019
<b>REVENUES</b>				
Property Taxes	\$ 4,432,407	\$ 4,755,462	\$ 4,940,751	\$ 5,104,964
Nonproperty Taxes	3,333,880	4,702,056	4,743,203	4,755,916
Grants/Intergovernmental	7,394	233,473	2,184,103	235,870
Charges for Services	2,132,647	1,939,695	3,014,022	4,177,392
Other	535,910	821,919	457,535	636,484
<b>TOTAL REVENUES</b>	<b>10,442,238</b>	<b>12,452,605</b>	<b>15,339,614</b>	<b>14,910,626</b>
<b>EXPENDITURES</b>				
Current:				
Administrative	1,035,474	878,060	937,870	933,682
Public Safety	4,320,120	5,179,406	6,663,001	7,886,368
Public Works	1,319,658	1,809,169	1,135,180	2,562,290
Parks and Recreation	198,429	324,379	358,460	281,387
Information Technology Office	-	-	-	-
Library	346,782	360,023	402,110	407,886
Communications	348,793	322,727	-	-
Community Development	823,889	699,342	768,403	857,365
Capital Outlay	2,110,337	1,341,443	3,137,262	968,781
Debt Service:				
Principal	445,000	460,000	475,000	440,000
Interest	233,370	222,255	205,809	195,495
Fiscal Agent Fees and Bond Issue Costs	2,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>11,183,852</b>	<b>11,596,804</b>	<b>14,083,095</b>	<b>14,533,254</b>
Excess (Deficiency) of Revenues				
Over (Under) Expenditures	(741,614)	855,801	1,256,519	377,372
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfers In	707,203	750	750	-
Transfers Out	(707,203)	-	(48,400)	(481)
Bond Premium	-	-	-	-
Issuance of Debt	-	-	-	-
Payments to Refunding Agent	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>750</b>	<b>(47,650)</b>	<b>(481)</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>\$ (741,614)</b>	<b>\$ 856,551</b>	<b>\$ 1,208,869</b>	<b>\$ 376,891</b>
Debt Service as a Percentage of				
Noncapital Expenditures	7.5%	6.7%	6.2%	4.7%

TABLE 4

		Fiscal Year									
		2020	2021	2022	2023	2024	2025				
\$	5,441,159	\$	5,556,003	\$	5,848,954	\$	6,029,270	\$	6,177,100	\$	6,187,437
	4,598,336		5,237,092		5,935,354		6,301,856		6,022,566		6,108,079
	604,876		67,282		217,424		4,821,395		366,126		271,457
	3,788,092		3,424,315		3,456,614		3,892,428		4,348,066		4,207,028
	386,056		200,433		497,897		1,234,157		1,455,577		1,046,006
	14,818,519		14,485,125		15,956,243		22,279,106		18,369,435		17,820,007
	1,440,302		1,090,696		1,196,736		2,122,633		1,850,903		1,790,867
	8,370,905		8,170,836		8,268,204		8,651,384		8,693,170		8,912,138
	1,693,018		2,160,982		2,612,024		2,170,584		3,197,766		3,267,745
	288,235		299,170		280,047		233,811		400,604		330,446
	-		-		-		251,956		315,819		390,103
	397,869		401,639		497,457		442,502		481,803		512,693
	-		-		-		-		-		-
	859,448		839,794		908,258		922,865		1,096,352		1,131,903
	1,568,953		1,056,582		154,083		3,673,293		929,558		1,544,959
	450,000		449,934		420,000		430,000		445,000		460,000
	186,043		179,948		160,800		148,200		135,375		121,200
	-		121,016		-		-		-		-
	15,254,773		14,770,597		14,497,609		19,047,228		17,546,350		18,462,054
	(436,254)		(285,472)		1,458,634		3,231,878		823,085		(642,047)
	179,240		-		423,189		6,188,202		2,018,687		1,729,644
	(492,722)		-		(28,680)		(6,378,067)		(954,903)		(476,106)
	-		641,083		-		-		-		-
	-		5,775,000		-		-		-		-
	-		(6,295,066)		-		-		-		-
	(313,482)		121,017		394,509		(189,865)		1,063,784		1,253,538
\$	(749,736)	\$	(164,455)	\$	1,853,143	\$	3,042,013	\$	1,886,869	\$	611,491
	4.6%		4.6%		4.0%		3.8%		3.5%		3.4%

CITY OF LEON VALLEY  
TAX REVENUE BY SOURCE – GOVERNMENTAL FUNDS  
LAST TEN FISCAL YEARS

TABLE 5

<u>Fiscal Year</u>	<u>Property</u>	<u>Sales &amp; Use</u>	<u>Occupancy</u>	<u>Franchise</u>	<u>Total Revenue</u>
2016	\$ 4,432,407	\$ 3,333,880	\$ 67,691	\$ 983,728	\$ 8,817,706
2017	4,755,462	3,517,290	80,600	1,104,166	9,457,518
2018	4,940,751	3,687,415	94,639	961,149	9,683,954
2019	5,104,964	3,746,775	89,936	919,205	9,860,880
2020	5,441,159	3,738,177	50,523	809,636	10,039,495
2021	5,556,003	4,270,710	89,993	876,389	10,793,095
2022	5,848,954	4,922,321	84,186	928,847	11,784,308
2023	6,029,270	5,061,763	67,842	1,172,251	12,331,126
2024	6,177,100	5,010,543	84,144	927,879	12,199,666
2025	6,187,437	5,021,981	107,863	978,235	12,295,516

CITY OF LEON VALLEY  
ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY  
LAST TEN FISCAL YEARS

TABLE 6

<u>Fiscal Year</u>	<u>Total Taxable Assessed Value</u>	<u>Total Direct TaxRate</u>
2016	\$ 707,418,512	0.575507
2017	740,061,497	0.561615
2018	817,913,902	0.556599
2019	887,140,474	0.556599
2020	997,287,526	0.545877
2021	1,116,994,425	0.535904
2022	1,184,330,358	0.534099
2023	1,334,257,065	0.484739
2024	1,345,942,663	0.484739
2025	1,360,893,679	0.484739

Source: Bexar County Appraisal Districts

NOTES: Property in the City of Leon Valley is reassessed every year at estimated actual value. For this reason, assessed value is equal to estimated actual value. Tax rates are per \$100 of assessed value. Total taxable assessed value is before any applicable freeze adjustments.

CITY OF LEON VALLEY  
 DIRECT AND OVERLAPPING PROPERTY TAX RATES  
 LAST TEN FISCAL YEARS  
 (UNAUDITED)

TABLE 7

Fiscal Year	City Direct Rates			Overlapping Rates	
	General Fund	Debt Service	Total Direct	School District	Bexar County
2016	0.4712	0.0904	0.5616	1.3755	0.3145
2017	0.4746	0.0820	0.5566	1.3755	0.3090
2018	0.4788	0.0778	0.5566	1.3755	0.3041
2019	0.4783	0.0676	0.5459	1.3755	0.3011
2020	0.4754	0.0682	0.5436	1.3055	0.3011
2021	0.4722	0.0637	0.5359	1.2857	0.3011
2022	0.4816	0.0525	0.5341	1.2631	0.3000
2023	0.4383	0.0464	0.4847	1.1901	0.2763
2024	0.4400	0.0447	0.4847	1.0117	0.2763
2025	0.4400	0.0447	0.4847	1.0049	0.2763

Fiscal Year	Overlapping Rates		
	University Health System	San Antonio River Authority	Alamo Community College
2016	0.2762	0.0173	0.1492
2017	0.2762	0.0173	0.1492
2018	0.2762	0.0173	0.1492
2019	0.2762	0.0186	0.1492
2020	0.2762	0.0186	0.1492
2021	0.2762	0.0186	0.1492
2022	0.2763	0.0184	0.1492
2023	0.2762	0.0184	0.1492
2024	0.2762	0.0180	0.1492
2025	0.2762	0.0179	0.1492

Source: Bexar County Tax Offices

NOTE: Overlapping rates are those of local and county governments that apply within the City of Leon Valley. Not all overlapping rates apply to all City of Leon Valley property owners.

CITY OF LEON VALLEY  
 PRINCIPAL PROPERTY TAXPAYERS  
 CURRENT YEAR AND NINE YEARS AGO

TABLE 8

Taxpayer	2025			2016		
	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total City Taxable Assessed Value
Pecos Housing Finance Corporation	47,610,300	1	3.50%	-	-	-
Ancira-Winton Chevrolet	46,106,860	2	3.39%	22,771,680	1	3.34%
5622 Equity de LLC	37,000,000	3	2.72%	-	-	-
PF Bandera LLC	31,673,492	4	2.33%	-	-	-
Valencia Lofts	21,600,000	5	1.59%	-	-	-
5650 Grissom Owner LP	20,900,100	6	1.54%	-	-	-
Leors Holdings	18,142,930	7	1.33%	11,308,206	6	1.66%
Barcelona Lofts LLC	14,500,000	8	1.07%	11,100,000	7	1.63%
Vaquero Bandera Partners LP	13,500,000	9	0.99%	-	-	-
6300 Rue Marielyne Property	10,700,000	10	0.79%	-	-	-
H.E.B. Grocery	-	-	-	20,050,000	2	2.94%
Vista del Rey	-	-	-	16,600,000	3	2.43%
Shadow Valley Apartments	-	-	-	12,850,100	4	1.88%
Omninet Towers LP	-	-	-	11,308,206	5	1.66%
Leon SA Income Partners	-	-	-	6,500,000	8	0.95%
Forest Green Association	-	-	-	6,410,000	9	0.94%
SA West Loop II Investors	-	-	-	5,645,000	10	0.83%
TOTALS	<u>\$ 261,733,682</u>		<u>19.23%</u>	<u>\$ 124,543,192</u>		<u>18.26%</u>
TOTAL TAXABLE ASSESSED VALUE	<u>\$ 1,360,893,679</u>			<u>\$ 707,418,512</u>		

Source: Bexar County Appraisal District

CITY OF LEON VALLEY  
 PROPERTY TAX LEVIES AND COLLECTIONS  
 LAST TEN FISCAL YEARS  
 (UNAUDITED)

TABLE 9

Fiscal Year Ended September 30,	Taxes Levied for the Fiscal Year	Collected Within Fiscal Year of Levy		Collections In Subsequent Years	Total Collections To Date	
		Amount	% of Levy		Amount	% of Levy
2016	\$ 4,432,631	\$ 4,369,996	98.59%	\$ 51,280	\$ 4,421,276	99.74%
2017	4,738,086	4,685,787	98.90%	42,486	4,728,273	99.79%
2018	5,019,786	4,966,303	98.93%	41,373	5,007,676	99.76%
2019	5,137,625	5,080,976	98.90%	45,556	5,126,532	99.78%
2020	5,446,779	5,388,962	98.94%	43,754	5,432,716	99.74%
2021	5,599,495	5,545,111	99.03%	37,431	5,582,542	99.70%
2022	5,805,577	5,741,734	98.90%	38,572	5,780,306	99.56%
2023	5,925,028	5,856,964	98.85%	41,637	5,898,601	99.55%
2024	6,135,053	6,129,144	99.90%	909	6,130,053	99.92%
2025	6,324,266	6,243,974	98.73%	-	6,243,974	98.73%

*Source: Bexar County Appraisal District*

CITY OF LEON VALLEY  
 WATER SOLD BY TYPE OF CUSTOMER  
 LAST TEN FISCAL YEARS  
 (UNAUDITED)

TABLE 10

Type of Customer	Fiscal Year				
	2016	2017	2018	2019	2020
Residential	\$ 177,355,000	\$ 160,769,000	\$ 155,524,000	\$ 142,601,000	\$ 160,304,400
Commerical	142,359,865	132,729,922	128,377,775	128,044,700	129,810,102
Total	<u>\$ 319,714,865</u>	<u>\$ 293,498,922</u>	<u>\$ 283,901,775</u>	<u>\$ 270,645,700</u>	<u>\$ 290,114,502</u>
Total Direct Rate per 1,000 Gallons	<u>\$ 1.08</u>	<u>\$ 1.08</u>	<u>\$ 3.18</u>	<u>\$ 3.37</u>	<u>\$ 3.56</u>

Type of Customer	Fiscal Year				
	2021	2022	2023	2024	2025
Residential	\$ 146,792,100	\$ 155,678,000	\$ 154,718,000	\$ 141,929,000	\$ 144,031,000
Commerical	128,201,713	135,567,000	155,661,000	123,931,700	133,125,000
Total	<u>\$ 274,993,813</u>	<u>\$ 291,245,000</u>	<u>\$ 310,379,000</u>	<u>\$ 265,860,700</u>	<u>\$ 277,156,000</u>
Total Direct Rate per 1,000 Gallons	<u>\$ 3.56</u>				

Source: Leon Valley Water Department.

CITY OF LEON VALLEY  
WATER AND SEWER RATES  
LAST TEN FISCAL YEARS

TABLE 11

Fiscal Year	Water		Sewer	
	Monthly Base Rate	Rate per 1,000 Gallons	Monthly Base Rate	Rate per 1,000 Gallons
2016	\$ 9.36	\$ 1.08	\$ 15.08	\$ 5.83
2017	11.20	1.08	15.08	5.83
2018	11.48	3.18	15.08	5.92
2019	11.76	3.37	15.08	6.24
2020	11.76	3.56	15.08	6.24
2021	11.76	3.56	15.08	6.24
2022	11.76	3.56	15.08	6.24
2023	11.76	3.56	15.08	6.24
2024	11.76	3.56	15.08	6.24
2025	11.76	3.56	15.08	6.24

NOTES: Rates are based on 5/8" meter, which is the standard household meter size.

CITY OF LEON VALLEY  
TAXABLE ASSESSED VALUE  
LAST TEN FISCAL YEARS  
(UNAUDITED)

TABLE 12

Fiscal Year	Residential Property	Commercial Property	Industrial Property	Less: Tax-Exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate
2016	473,221,531	278,323,833	6,158,319	50,285,171	707,418,512	0.575507
2017	504,499,829	288,913,043	5,574,551	58,925,926	740,061,497	0.561615
2018	558,785,477	324,533,883	5,961,942	71,367,400	817,913,902	0.556599
2019	597,606,183	361,183,881	6,527,631	78,177,221	887,140,474	0.556599
2020	677,156,407	378,811,873	8,057,007	66,737,761	997,287,526	0.545877
2021	636,307,764	574,292,157	9,034,492	102,639,988	1,116,994,425	0.535904
2022	689,389,560	599,369,775	9,071,223	113,500,200	1,184,330,358	0.534099
2023	818,724,389	674,604,836	9,494,623	168,566,783	1,334,257,065	0.484739
2024	1,116,665,422	480,890,121	10,456,421	262,069,301	1,345,942,663	0.484739
2025	1,112,263,737	480,571,365	12,573,973	244,515,396	1,360,893,679	0.484739

CITY OF LEON VALLEY  
RATIOS OF DEBT OUTSTANDING BY TYPE  
LAST TEN FISCAL YEARS

TABLE 13

Fiscal Year	General Bonded Debt Outstanding			Available in Debt Service Fund	Total	Percentage of Actual Taxable Value of Property
	General Obligation Bonds	Private Property Finance Contracts	Certificates of Obligation			
2016	\$ 7,450,179	\$ 780,000	\$ 2,086,424	\$ (320,527)	\$ 9,996,076	1.41%
2017	7,028,220	735,000	2,062,543	(398,874)	9,426,889	1.27%
2018	6,596,261	685,000	2,023,662	(350,176)	8,954,747	1.09%
2019	6,199,302	635,000	1,975,901	(341,448)	8,468,755	0.95%
2020	5,792,343	585,000	1,932,020	(387,927)	7,921,436	0.79%
2021	5,966,083	-	1,883,139	(419,426)	7,429,796	0.67%
2022	5,487,803	-	1,834,258	(414,099)	6,907,962	0.58%
2023	5,010,116	-	1,780,377	(428,334)	6,362,159	0.48%
2024	4,511,607	-	1,726,496	(577,210)	5,660,893	0.42%
2025	4,003,446	-	1,667,615	(595,730)	5,075,331	0.37%

NOTE: Details regarding the City's outstanding debt can be found in the notes to the basic financial statements. See Table 6 for the City's property tax value data. City population data can be found in Table 18.

CITY OF LEON VALLEY  
 RATIOS OF GENERAL BONDED DEBT OUTSTANDING  
 CURRENT YEAR

TABLE 14

Fiscal Year	Governmental Activities			Business-Type Activities		Total Primary Government	Percent of Gross Income	Per Capita
	General Obligation Bonds	Private Property Finance Contracts	Certificates of Obligation	Revenue Bonds	Certificates of Obligation			
2016	\$ 7,450,179	\$ 780,000	\$ -	\$ -	\$ 2,086,424	\$ 10,316,603	3.81%	920
2017	7,028,220	735,000	-	-	2,062,543	9,825,763	3.63%	873
2018	6,596,261	685,000	-	-	2,023,662	9,304,923	3.43%	824
2019	6,199,302	635,000	-	-	1,975,901	8,810,203	3.25%	779
2020	5,792,343	585,000	-	-	1,932,020	8,309,363	3.07%	729
2021	5,966,083	-	-	-	1,883,139	7,849,222	2.27%	644
2022	5,487,803	-	-	-	1,834,258	7,322,061	2.22%	601
2023	5,010,116	-	-	-	1,780,377	6,790,493	1.74%	557
2024	4,511,607	-	-	-	1,726,496	6,238,103	1.59%	493
2025	4,003,446	-	-	-	1,667,615	5,671,061	1.45%	442

*NOTE: Details regarding the City's outstanding debt can be found in the notes to the basic financial statements. See Table 6 for the City's property tax value data. City population data can be found in Table 18.*

CITY OF LEON VALLEY  
 DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT  
 CURRENT YEAR

TABLE 15

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable*	Estimated Share of Overlapping Debt
<i>Debt repaid with property taxes:</i>			
Alamo CCD	\$844,175,000	0.59%	\$ 4,980,633
Bexar County	\$2,152,210,000	0.59%	12,698,039
Bexar County Hospital District	\$1,238,865,000	0.59%	7,309,304
Northside Independent School District	\$2,444,660,000	1.82%	44,492,812
Subtotal, Overlapping Debt			69,480,787
City Governmental Activities Direct Debt			4,003,446
<b>TOTAL NET OVERLAPPING DEBT</b>			<b>\$ 73,484,233</b>

*NOTES: The overlapping debt was received from the Municipal Advisory Council of Texas. Details regarding the City's outstanding debt can be found in the notes to the basic financial statements.*

*\*Overlapping debt is the proportionate share of the debts of local jurisdictions located wholly or in part within the limits of the City of Leon Valley. This schedule is intended to demonstrate the total debt that the City of Leon Valley property tax payers will be expected to repay. The amount of debt applicable to the City of Leon Valley is computed by (a) determining what portion of total assessed value of the overlapping jurisdiction lies within the limits of the City and (b) applying this percentage to the total governmental activities debt of the overlapping jurisdiction.*

CITY OF LEON VALLEY  
 DEBT MARGIN INFORMATION  
 LAST TEN FISCAL YEARS

TABLE 16

Assessed Value, 2024 Tax Roll	<u>\$ 1,360,893,679</u>
Debt Limit - Texas statues do not provide a legal debt limit for cities; however, through accepted practice a practical "economic" debt limit is considered to be 10% of the assessed value.	\$ 136,089,368
Amount of Applicable Debt:	
General Bonded Debt	\$ 4,003,446
Less Debt Service Net Position	<u>(595,730)</u>
	<u>3,407,716</u>
DEBT MARGIN	<u>\$ 132,681,652</u>
Total Net Debt as a Percentage of Debt Margin	2.57%

	Fiscal Year		
	<u>2022</u>	<u>2023</u>	<u>2024</u>
Assessed Value	\$ 1,184,330,358	\$ 1,334,257,065	\$ 1,345,942,663
Debt Limit	\$ 118,433,036	\$ 133,425,707	\$ 134,594,266
Total Net Debt Applicable to Limit	<u>5,065,956</u>	<u>4,571,454</u>	<u>3,921,448</u>
Total Debt Margin	<u>\$ 113,367,080</u>	<u>\$ 128,854,253</u>	<u>\$ 130,672,818</u>
	<u>2019</u>	<u>2020</u>	<u>2021</u>
Assessed Value	\$ 997,287,526	\$ 1,075,859,763	\$ 1,116,994,425
Debt Limit	\$ 99,728,753	\$ 107,585,976	\$ 111,699,443
Total Net Debt Applicable to Limit	<u>8,462,414</u>	<u>5,980,870</u>	<u>5,535,681</u>
Total Debt Margin	<u>\$ 91,266,339</u>	<u>\$ 101,605,106</u>	<u>\$ 106,163,762</u>
	<u>2016</u>	<u>2017</u>	<u>2018</u>
Assessed Value	\$ 817,913,900	\$ 887,140,474	\$ 949,714,257
Debt Limit	\$ 81,791,390	\$ 88,714,047	\$ 94,971,426
Total Net Debt Applicable to Limit	<u>10,376,736</u>	<u>8,098,078</u>	<u>8,950,605</u>
Total Debt Margin	<u>\$ 71,414,654</u>	<u>\$ 80,615,969</u>	<u>\$ 86,020,821</u>

CITY OF LEON VALLEY  
PLEDGED REVENUE COVERAGE  
LAST TEN FISCAL YEARS

TABLE 17

Fiscal Year	Water Revenue Bonds						Coverage
	Utility	Less:	Net	Debt Service			
	Service Charges	Operating Expenses	Available Revenue	Principal	Interest		
2025	\$ 5,658,084	\$ 3,433,160	\$ 2,224,924	\$ 55,000	\$ 48,982	21.40	
2024	5,362,842	3,333,332	2,029,510	50,000	51,065	20.08	
2023	5,231,485	3,094,675	2,136,810	50,000	53,982	20.55	
2022	5,381,349	5,557,366	(176,017)	45,000	55,815	(1.75)	
2021	5,095,369	4,389,210	706,159	45,000	58,483	6.82	
2020	4,987,020	4,416,064	570,956	40,000	60,148	5.70	
2019	4,990,678	4,920,092	70,586	40,000	66,363	0.66	
2018	4,586,249	4,657,233	(70,984)	35,000	68,113	(0.69)	
2017	4,456,994	3,833,400	623,594	20,000	82,510	6.08	
2016	3,683,776	3,752,522	(68,746)	-	-	100.00	

NOTE: Details regarding the City's outstanding debt can be found in the notes to the basic financial statements. Operating expenses do not include depreciation, interest, amortization or joint venture expenses.

CITY OF LEON VALLEY  
DEMOGRAPHIC AND ECONOMIC STATISTICS  
LAST TEN FISCAL YEARS

TABLE 18

Fiscal Year	Population	Personal Income	Per Capita Personal Income	Median Age	School Enrollment	Unemployment Rate
2016	10,866	\$ 270,954,576	\$ 24,936	40.00	4,198	5.0%
2017	10,866	270,954,576	24,936	40.00	3,809	4.2%
2018	10,866	270,954,576	24,936	40.00	3,809	3.7%
2019	10,866	270,954,576	24,936	40.00	4,050	3.2%
2020	10,866	270,954,576	24,936	40.00	4,050	3.2%
2021	11,542	345,486,686	29,933	39.20	3,514	6.7%
2022	11,503	329,756,501	28,667	38.50	3,414	3.2%
2023	11,429	390,791,797	34,193	38.20	3,623	3.8%
2024	11,485	392,706,605	34,193	39.20	3,623	4.1%
2025	11,542	473,602,886	41,033	39.20	2,403	4.1%

Sources: Population, personal income, median age and education level information are provided by the United States Census Bureau. School enrollment information is provided by the Northside Independent School District. Unemployment data is provided by the Texas Workforce Commission.

CITY OF LEON VALLEY  
TOP TEN PRINCIPAL EMPLOYERS  
CURRENT YEAR AND NINE YEARS AGO

TABLE 19

<u>SAN ANTONIO EMPLOYER</u>	<u>2025</u>			<u>2016</u>		
	<u>EMPLOYEES</u>	<u>RANK</u>	<u>PERCENTAGE OF TOTAL CITY EMPLOYMENT</u>	<u>EMPLOYEES</u>	<u>RANK</u>	<u>PERCENTAGE OF TOTAL CITY EMPLOYMENT</u>
Joint Base San Antonio	86,097	1	7.38%			
H.E.B.	20,000	2	1.72%	20,000	3	1.96%
USAA	17,000	3	1.46%	17,000	4	1.67%
City of San Antonio	15,501	4	1.33%	9,145	8	0.90%
Northside ISD	13,191	5	1.13%	12,751	5	1.25%
Methodist Healthcare System	12,000	6	1.03%	8,118	9	0.80%
UT Health San Antonio	8,500	7	0.73%			
North East I.S.D	8,069	8	0.69%	10,052	7	0.99%
San Antonio ISD	7,136	9	0.61%	7,000	10	0.69%
Baptist Health System	7,024	10	0.60%			
Lackland Air Force				37,097	1	3.64%
Fort Sam Houston- U.S. Army				32,000	2	3.14%
Randolph Air Force Base				11,068	6	1.09%
Total	<u>194,518</u>		<u>16.68%</u>	<u>164,231</u>		<u>16.13%</u>

The City of Leon Valley is surrounded by the City of San Antonio and no data is available for the employers in Leon Valley. The above data is for San Antonio.

Source: San Antonio Economic Development Foundation.

**CITY OF LEON VALLEY  
FULL-TIME EQUIVALENT CITY GOVERNMENTAL EMPLOYEES BY FUNCTION  
LAST TEN FISCAL YEARS**

TABLE 20

<b>Function</b>	Full-Time Equivalent Employees as of September 30,									
	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<u>General Government</u>										
Business Office	1.1	1.1	1.1	0.7	0.7	0.5	0.5	0.6	0.6	0.6
Finance	2.0	2.0	1.5	1.1	0.7	0.7	0.7	0.9	0.9	0.9
Manager and Council	3.9	2.5	3.3	2.8	2.1	3.6	3.6	1.8	1.8	1.8
Information Technology	-	-	-	-	-	-	-	0.3	0.3	0.3
<u>Public Safety</u>										
Police										
Officers	25.0	28.5	37.0	41.0	41.0	41.0	41.0	41.0	41.0	41.0
Civilians	1.0	1.0	4.3	4.3	4.3	4.3	4.3	3.2	3.2	3.2
Fire										
Firefighters and Officers	1.0	1.0	1.0	1.0	1.0	-	-	-	-	1
Civilians	26.0	27.0	27.0	27.0	27.0	28.0	28.0	27.0	27.0	27.0
<u>Public Works</u>	13.3	13.3	13.3	11.8	11.8	11.8	11.8	13.8	13.8	13.8
<u>Development Activities</u>	1.6	2.6	3.3	4.0	3.1	3.1	3.1	2.5	2.5	2.5
<u>Economic Development</u>	2.0	1.0	0.6	0.8	0.9	0.9	0.9	1.5	1.5	1.5
<u>Parks</u>	1.5	1.5	1.5	1.5	1.5	1.5	1.5	-	-	-
<u>Library</u>	5.5	5.5	5.5	5.5	5.5	5.5	5.5	6.0	6.0	5.5
<u>Communications</u>	2.0	2.0	-	-	-	-	-	-	-	-
<u>Community Center</u>	1.6	1.1	1.6	1.0	1.0	1.0	1.0	0.8	0.8	0.8
<u>Water and Sewer</u>	17.6	17.4	17.4	17.4	17.4	17.4	17.4	17.7	17.7	17.7
<b>TOTAL</b>	<u>105.1</u>	<u>107.5</u>	<u>118.2</u>	<u>119.8</u>	<u>117.8</u>	<u>119.1</u>	<u>119.1</u>	<u>117.0</u>	<u>117.0</u>	<u>117.0</u>

Source: City Adopted Budgets

Note Full-time equivalent is based on the schedule hours of positions to a 40 hour work week.

CITY OF LEON VALLEY  
 OPERATING INDICATORS BY FUNCTION/PROGRAM  
 LAST TEN FISCAL YEARS

Function	Fiscal Year				
	2016	2017	2018	2019	2020
<u>Police</u>					
Arrests	722.0	535.0	789.0	1221.0	473.0
Traffic Violations	3915.0	3643.0	7616.0	10156.0	4277.0
<u>Fire</u>					
Fire Calls	1183.0	505.0	598.0	441.0	680.0
EMS Calls	1136.0	2081.0	1704.0	1561.0	1521.0
Number of Inspections	480.0	730.0	724.0	392.0	614.0
<u>Public Works</u>					
Streets resurfacing (Miles)	5.0	2.3	1.2	4.1	4.1
Sidewalk Construction (Feet)	1304.0	1957.0	350.0	1020.0	1020.0
<u>Library</u>					
Reference Questions	6,485.0	7,149.0	7,384.0	10,393.0	5,123.0
Internet Sessions	6,497.0	8,346.0	17,456.0	17,857.0	4,061.0
Library Acquisitions	1,823.0	2,352.0	2,269.0	1,760.0	1,519.0
<u>Water</u>					
Daily Average Consumption (thousands of gallons)	843,639.0	804,105.0	777,813.0	741,495.0	769,308.0
Total Customers	2,561.00	2,583.00	2,601.00	2,613.00	2,634.00
Average Use Per Connection	329.42	311.31	299.04	283.77	292.07
<u>Sewer</u>					
Total Customers	2456.0	2489.0	2505.0	2613.0	2546.0
Daily Average Treatment (Gallons)	703,607.0	703,502.0	697,762.0	679,844.0	635,655.0

Source: Various City Departments.

TABLE 21

Fiscal Year				
2021	2022	2023	2024	2025
333.0	673.0	1074.0	1126.0	755.0
2601.0	5050.0	6003.0	4163.0	5210.0
795.0	729.0	627.0	623.0	597.0
1922.0	1758.0	1777.0	2100.0	2088.0
679.0	734.0	675.0	728.0	1037.0
2.0	1.0	2.0	2.1	1.9
679.0	1187.0	926.0	1251.0	1308.0
4,572.0	6,646.0	12,952.0	20,076.0	26,933.0
8,834.0	3,801.0	8,087.0	6,875.0	7,603.0
1,618.0	2,660.0	2,044.0	2,734.0	2,318.0
753,407.0	973,521.0	862,163.0	733,102.0	759,331.0
2,637.00	2,646.00	2,631.00	2,635.00	2,723.00
285.71	367.92	327.69	278.22	278.86
2549.0	2560.0	2547.0	2548.0	2604.0
648,440.0	797,932.0	655,080.0	663,991.0	681,803.0

CITY OF LEON VALLEY  
 CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM  
 LAST TEN FISCAL YEARS

Function	Fiscal Year				
	2016	2017	2018	2019	2020
<u>Police</u>					
Stations	1.0	1.0	1.0	1.0	1.0
Patrol Units	25.0	28.5	37.0	37.0	37.0
<u>Fire</u>					
Stations	1.0	1.0	1.0	1.0	1.0
Fire Fighters	26.0	27.0	27.0	27.0	27.0
<u>Streets</u>					
Streets, paved (miles)	39.5	43.0	43.0	43.0	43.0
<u>Parks and Recreation</u>					
Parks - Developed	1.0	1.0	5.0	5.0	5.0
Parks - Acreage	24.0	69.5	69.5	69.5	69.5
Swimming Pools	1.0	2.0	2.0	2.0	2.0
Tennis Courts	1.0	1.0	1.0	1.0	1.0
Community Centers	2.0	2.0	2.0	2.0	2.0
<u>Library</u>					
Facility	1.0	1.0	1.0	1.0	1.0
<u>Water</u>					
Number of Hydrants	208.0	208.0	208.0	208.0	208.0
Water Mains (Miles)	39.5	39.5	39.5	39.5	39.5
<u>Sewer</u>					
Sanitary Sewers (Miles)	47.5	47.5	47.5	47.5	47.5
Storm Sewers (Feet)	4,000.0	4,000.0	4,000.0	4,000.0	4,000.0

Source: *Various City Departments*

TABLE 22

<b>Fiscal Year</b>				
<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
1.0	1.0	1.0	1.0	1.0
37.0	37.0	37.0	39.0	39.0
1.0	1.0	1.0	1.0	1.0
28.0	28.0	28.0	27.0	27.0
43.0	43.0	43.0	43.0	43.0
5.0	5.0	5.0	7.0	5.0
69.5	69.5	84.6	84.6	84.6
2.0	2.0	2.0	2.0	1.0
1.0	1.0	1.0	2.0	3.0
2.0	2.0	2.0	2.0	2.0
1.0	1.0	1.0	2.0	2.0
208.0	208.0	208.0	208.0	212.0
39.5	39.1	39.05	39.05	39.90
47.5	47.5	47.5	47.5	47.9
4,000.0	5,000.0	5,000.0	5,000.0	5,000.0

COMPLIANCE SECTION



# Armstrong, Vaughan & Associates, P. C.

Certified Public Accountants

## REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

### INDEPENDENT AUDITOR'S REPORT

To the City Council and management  
City of Leon Valley

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of City of Leon Valley as of and for the year ended September 30, 2025, and the related notes to the financial statements, which collectively comprise City of Leon Valley's basic financial statements, and have issued our report thereon dated February 16, 2026.

#### ***Report on Internal Control over Financial Reporting***

In planning and performing our audit of the financial statements, we considered City of Leon Valley's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City of Leon Valley's internal control. Accordingly, we do not express an opinion on the effectiveness of City of Leon Valley's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether City of Leon Valley’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain other matters that have been reported to management in a separate letter dated February 16, 2026.

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Armstrong, Vaughan & Associates, P.C.

February 16, 2026





Armstrong, Vaughan *e3* Associates, P.C.

Certified Public Accountants

# City of Leon Valley Comprehensive Annual Financial Report

Year Ended September 30, 2025

# What is in the Annual Comprehensive Financial Report (ACFR)

- Introduction
- Independent Auditor's Report
- Management Discussion & Analysis
- Government-Wide Financial Statements – full accrual
- Fund Financial Statements- modified accrual
- Notes to the Financial Statements
- Required Supplementary Information
- Supplemental Combining & Individual Financial Statements & Schedules

# Independent Auditor's Report

- Audit Standards to follow
  - Generally Accepted Auditing Standards
  - Government Auditing Standards
- Purpose
  - To form an independent opinion on whether the financial statements are presented in accordance with Generally Accepted Accounting Principles (GAAP).
- Independent opinion on the financial statements
  - Audit in “unmodified”
    - This is the best opinion that can be given for an independent audit. It means we have no modifying statements in our opinion letter.

# Financial Highlights (Continued)

- **Fund Financial Statements**

- The General Fund’s fund balance at the end of the 2025 fiscal year was \$11.6 million and the combined fund balance for all funds was \$16.9 million.
  - Unassigned Fund Balance for the General Fund was \$8.3 million or approximately 7.5 months average operating expenditures which can be used to pay for any carried over projects, capital outlay, emergencies, operating expenditures.
- Fund balance for the General Fund increased \$2.1 thousand. The budgeted decrease was \$1.9 million. The difference was primarily due to sale of surplus property of \$1.2 million; overall revenues were \$861 thousand less than budgeted, primarily due to grant revenue of \$1.1 million not occurring.
- Notably, property tax collected was \$136 thousand less than budgeted. Sales tax was \$25 thousand more than budgeted and franchise fees were \$21 thousand less than budgeted.



# Financial Highlights (Continued)

	General Fund	Red Light Camera Fund	Debt Service	Street Maintenance Tax Fund	Other Nonmajor Governmental Funds	Total Governmental Funds
<i>Fund Balances:</i>						
Nonspendable:						
Inventory	4,639	-	-	-	-	4,639
Restricted for:						
Public, Educational and Governmental	254,318	-	-	-	-	254,318
Red Light Camera Traffic Safety	-	648,607	-	-	-	648,607
Debt Service	-	-	581,247	-	-	581,247
Street Maintenance	-	-	-	1,524,563	-	1,524,563
Crime Control and Prevention District	-	-	-	-	886,123	886,123
Federal Police Forfeitures	-	-	-	-	996,031	996,031
Other	7,918	-	-	-	663,317	671,235
Committed for Disaster Emergencies	1,250,000	-	-	-	-	1,250,000
Assigned for:						
Tree Mitigation and Replacement	668,975	-	-	-	-	668,975
Economic Development	1,085,925	-	-	-	-	1,085,925
Unassigned	8,325,209	-	-	-	-	8,325,209
<i>Total Fund Balances</i>	<u>11,596,984</u>	<u>648,607</u>	<u>581,247</u>	<u>1,524,563</u>	<u>2,545,471</u>	<u>16,896,872</u>

# Possible effect on Fund Balance

---

- City increased budget by \$685 thousand in capital, IT on 12/2/2025 without corresponding revenues.
- New Ten-Year Capital Plan
- Disaster or Emergencies - You currently have \$1.25 million for rainy day

# ARPA Funds

- Have a small amount of funds \$4,942. Committed to ambulance.
- Extra funds were used supplement capital projects primarily.

# Water/Sewer Fund Highlights

- The Net Position increased 9% or \$1.3 million.
- Unrestricted Net Position is \$3.6 million.
- Purchased water rights for \$1.3 million.
- Raised rates in 2026, first time since 2018.



# TMRS

	Plan Fiduciary Net Position					
	2019	2020	2021	2022	2023	2024
Contributions - Employer						
Contributions - Employee	\$ 1,193,707	\$ 1,254,515	\$ 1,320,007	\$ 1,235,379	\$ 1,459,012	\$ 1,515,985
Net Investment Income	494,728	512,944	523,515	490,473	550,740	546,161
Benefit Payments, Including Refunds of Employee Contributions	5,749,089	3,220,466	5,843,029	(3,611,872)	5,181,021	5,112,820
Administrative Expense	(2,160,070)	(2,571,291)	(2,970,074)	(2,816,922)	(2,692,964)	(2,964,407)
Other	(32,509)	(20,854)	(27,055)	(31,295)	(33,020)	(32,859)
Net Change in Plan Fiduciary Net Position	(977)	(813)	185	37,344	(230)	(768)
Plan Fiduciary Net Position - Beginning	5,243,968	2,394,967	4,689,607	(4,696,893)	4,464,559	4,176,932
Plan Fiduciary Net Position - Ending	<u>\$ 42,458,249</u>	<u>\$ 44,853,216</u>	<u>\$ 49,542,823</u>	<u>\$ 44,845,930</u>	<u>\$ 49,310,489</u>	<u>\$ 53,487,421</u>
Net Pension Liability - Ending	\$ 4,928,835	\$ 4,776,277	\$ 2,573,740	\$ 9,273,766	\$ 6,735,967	\$ 5,338,079
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	89.60%	90.38%	95.06%	82.86%	87.98%	90.93%
Covered Payroll	\$ 7,067,549	\$ 7,327,773	\$ 7,478,782	\$ 7,006,761	\$ 7,867,720	\$ 7,802,300
Net Pension Liability as a Percentage of Covered Payroll	69.74%	65.18%	34.41%	132.35%	85.62%	68.42%

# Unfunded TMRS and OPEB Liability

- Texas Municipal Retirement System – The current liability is \$5.3 million and 90.93% funded.
- Other Post Employment Benefit – Supplemental Death Benefit Liability is \$462 thousand.

# TREND ANALYSIS

## CITY OF LEON VALLEY, TEXAS

TREND ANALYSIS	9/30/21	9/30/22	9/30/23	9/30/24	9/30/25
<b>GENERAL GOVERNMENT</b>					
FUND BALANCE - GENERAL FUND (1)	\$ 3,361,144	\$ 4,525,932	\$ 5,919,097	\$ 6,832,000	\$ 8,325,209
AVERAGE MONTHLY OPERATING EXPENDITURES (2)	970,209	1,013,767	1,039,714	1,027,824	1,098,154
GROWTH RATE PER YEAR - AVERAGE MONTHLY OPERATING EXPENDITURES	-2.2%	4.5%	2.6%	-1.1%	6.8%
# MONTHS AVERAGE EXPENDITURES IN FUND BALANCE	3.5	3.3	5.7	6.6	7.6
GENERAL BONDED DEBT (NET OF DEBT SERVICE RESERVES)	5,966,083	5,487,803	5,010,116	4,511,607	4,003,446
RATIO OF GENERAL BONDED DEBT TO FUND EQUITY	1.8/1	1.2/1	0.8/1	0.7/1	0.5/1

(1) Includes unassigned fund balance only

(2) Exclusive of Capital Outlay and Debt Service Expenditure

# Letters on Conduct of Audit

- Accounting Policies – GASB 101 change
- Accounting Estimates – Pension and OPEB Calculations, depreciation, allowance for doubtful accounts.
- Difficulties - None
- Misstatements - None
- Disagreements - None
- Management Representations – Signed
- Consultations with other Independent Accountants - None
- Compliance with the Public Funds Investment Act



Armstrong, Vaughan & Associates, P.C.

Certified Public Accountants

QUESTIONS?

CONTACT INFORMATION

Deborah F. Fraser, CPA

[fraser@avacpa.com](mailto:fraser@avacpa.com)

(210) 658-6229

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** February 17, 2026  
**TO:** Mayor and Council  
**FROM:** Regina Reed, Library Director  
**THROUGH:** Dr. Crystal Caldera, City Manager  
**SUBJECT:** Staff Recommendation of the Rise AI YouthBuild Grant Proposal  
**SPONSOR(S):** N/A

### **PURPOSE & BACKGROUND**

A community member, Tiffany Bradfield, proposes that the City of Leon Valley and the Leon Valley Public Library be named partners in a YouthBuild 2025 federal grant application with a funding request between \$1,000,000 and \$2,000,000. YouthBuild requires a 25% match, which at minimum would obligate the City to \$250,000 in cash and/or in-kind contributions. The proposal emphasizes AI literacy and Construction Plus workforce skills, with the library serving as a community anchor.

As written, the proposal does not identify or define several core components required for a YouthBuild program and for City decision-making, including:

- A housing project or housing development partner
- An education provider for required diploma or equivalency services
- A detailed construction training plan demonstrating compliance with YouthBuild requirements
- A defined match structure identifying cash versus in-kind contributions
- A staffing and governance model clarifying who would carry operational, coordination, and compliance responsibilities

Because these elements are unspecified, the scope of the City's role cannot be clearly determined.

Due to the gaps above, staff cannot accurately estimate:

- The true financial exposure to the City beyond the minimum \$250,000 match
- The ongoing staff time required across departments to support coordination, documentation, and partner engagement
- The duration and intensity of City involvement over a multi-year federal grant period
- The potential need for additional resources should the proposal require modification after award

Without defined partners and responsibilities, the City would be committing funds without a clear understanding of operational obligations or risk.

Note: Regina met with Tiffany Bradfield on February 4, 2026 to go over the proposal and the

missing components.

**FISCAL IMPACT**

Between \$250,000 and \$500,000 match, minimum.

**RECOMMENDATION**

Staff recognizes that YouthBuild can be a valuable program when pursued with adequate staffing and fully developed partnerships. However, based on the proposal as written, staff cannot recommend committing City funds or formally partnering in the application due to unresolved gaps, uncertain City burdens, and an inability to clearly assess cost versus benefit. Staff recommends reconsideration only under the following conditions:

- A fully developed YouthBuild proposal is presented in a future funding cycle that clearly identifies all required partners, defines City roles and match obligations, and demonstrates compliance with YouthBuild requirements within available City capacity; or
- An alternative AI or technology-focused grant opportunity is pursued that more directly aligns with the proposal’s stated emphasis on AI literacy and technology workforce development, without introducing construction and housing requirements that exceed current City capacity.

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

APPROVED WITH THE FOLLOWING AMENDMENTS:

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ATTEST:

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



# YouthBuild



## YouthBuild by the numbers

<b>\$90 million*</b> annual funding for competitive grants	<b>1,400+</b> housing units constructed or renovated since 2012
<b>200*</b> active DOL YB programs	<b>5,000*</b> YB participants served per year
<b>40*</b> states with DOL YB programs	<b>40</b> months of activity per grant

\* approximate

### What is YouthBuild?

Administered by the US Department of Labor’s (DOL) Employment and Training Administration (ETA), YouthBuild is a workforce development program that provides education, training, and leadership development opportunities to young people who face barriers to employment. The [Workforce Innovation and Opportunity Act](#) (WIOA) designates YouthBuild as a [pre-apprenticeship](#) model, which requires alignment with local employer needs, supportive services for participants, career exploration, credential opportunities, and partnership with one or more registered apprenticeship programs.

### Who is eligible to participate in YouthBuild?

YouthBuild participants must be between the ages of 16 and 24. Most participants left high school without a diploma and are either a member of a low-income family, a foster care youth, a court-involved youth, a youth with a disability, a child of an incarcerated parent, or a migrant youth. There are [limited exceptions](#) to these eligibility requirements.

### How do YouthBuild participants spend their time in the program?

Participants spend at least 50 percent of [program time](#) receiving education services that may lead to either a high school diploma or its State-recognized equivalent. They spend at least 40 percent of program time engaged in workforce and skills development activities. All DOL-funded YouthBuild programs must train participants in construction while they build or significantly renovate at least one unit of housing for homeless individuals or low-income families, or transitional housing for homeless individuals. Most programs also train participants in other in-demand industries such as healthcare, advanced manufacturing, or hospitality – this additional training is known as [Construction Plus](#). Participants spend up to 10 percent of program time engaged in leadership development and community service activities.

### What supportive services do YouthBuild participants receive?

Supportive services enable the youth to succeed in the classroom and the workforce by addressing barriers that may hinder educational and career progress. They include, [but are not limited to](#): assistance with transportation, child care, housing, supplies, and/or testing; needs-related payments; and reasonable accommodations for youth with disabilities.

### Where are YouthBuild programs currently operating?

On [dol.gov/grants](http://dol.gov/grants), search for the keyword “YouthBuild” to see a map of currently active grants. Additional details about active programs, including Construction Plus fields and contact information, are on the [DOL YouthBuild website](#).

### **What is the connection between YouthBuild and apprenticeship?**

YouthBuild has traditionally provided connections to apprenticeship opportunities in the building trades, and continues to strengthen connections to career pathways in other fields through training and partnerships in Construction Plus. YouthBuild aligns with initiatives from the DOL [Office of Apprenticeship](#), including [Youth Apprenticeship Readiness Grants](#) (YARG), which support youth enrollment in registered apprenticeships with wraparound services, and [Youth Apprenticeship Intermediaries](#) (YAI), which work to engage underrepresented populations in YARG programs.



### **How do organizations receive YouthBuild funding?**

[Eligible applicants](#) for DOL YouthBuild grants include non-profit agencies or organizations. DOL publishes an annual Funding Opportunity Announcement (FOA) on [grants.gov](#). While they vary each year, [the most recently published FOA](#) is a good resource to prepare for future opportunities. To receive the next announcement, [subscribe to a saved search](#) for YouthBuild. More information about applying for grants is available on the [ETA grants website](#).

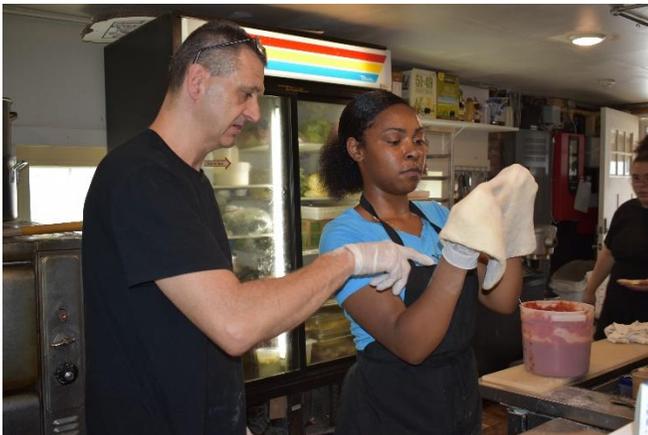
### **What timeframes apply to YouthBuild grants?**

The period of performance for YouthBuild grants is 40 months: a planning period of up to 4 months; two years of active program services for one or more cohorts of youth; and 12 months of [follow-up services](#) and tracking of participant outcomes. Cohort schedules vary, but an eligible individual selected for participation in the program must be offered full-time participation in the program for not less than 6 months and not more than 24 months.



### **How does DOL assess the effectiveness of YouthBuild programs?**

Grantees submit required reports to DOL, including Quarterly Performance Reports that track progress on six WIOA [performance indicators](#). Grantees report on participants' placement in employment, education, and training; credential attainment; measurable skill gains; and earnings. DOL YouthBuild completed a comprehensive evaluation in 2018, and [the final report is available online](#).



### **How does DOL support YouthBuild programs?**

Each grantee receives assistance from a DOL Federal Project Officer, and has the opportunity to attend regular events and training.

[YouthBuild USA](#) provides technical assistance (TA) to grantees through a five-year contract with DOL. YouthBuild USA is a 501(c)(3) non-profit that supports an affiliate network of programs. Separate from the DOL contract, YouthBuild USA provides training and TA, leadership development, funding for innovative program enhancements, and advocacy for their affiliate network programs.

### **Where can I find more information?**

This document is also available on the [DOL YouthBuild website](#) to access the links throughout.

For additional questions, please contact:

**Jeff Hunt** • (202) 693-3371 • [hunt.jeff.m@dol.gov](mailto:hunt.jeff.m@dol.gov) | **Stephanie Peña** • (202) 693-3153 • [pena.stephanie.l@dol.gov](mailto:pena.stephanie.l@dol.gov)

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## Title 20 – Employees' Benefits

### Chapter V – Employment and Training Administration, Department of Labor

#### Part 688 Provisions Governing the YouthBuild Program

##### Subpart A Purpose and Definitions

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§ 688.110 What are the purposes of the YouthBuild program?

§ 688.120 What definitions apply to this part?

##### Subpart B Funding and Grant Applications

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§ 688.210 How does an eligible entity apply for grant funds to operate a YouthBuild program?

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- § 688.700 What are the safety requirements for the YouthBuild program?
- § 688.710 What are the reporting requirements for youth safety?
- § 688.720 What environmental protection laws apply to the YouthBuild program?
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## **PART 688—PROVISIONS GOVERNING THE YOUTHBUILD PROGRAM**

**Authority:** Secs. 171, 189, 503, Pub. L. 113-128, 128 Stat. 1425 (Jul. 22, 2014).

**Source:** 81 FR 56460, Aug. 19, 2016, unless otherwise noted.

### **Subpart A—Purpose and Definitions**

#### **§ 688.100 What is YouthBuild?**

- (a) YouthBuild is a workforce development program that provides employment, education, leadership development, and training opportunities to disadvantaged and low-income youth between the ages of 16 and 24, most of whom are secondary school drop outs and are either a member of a low-income family, a foster care youth, a youth who is homeless, an offender, a youth with a disability, a child of an incarcerated parent, or a migrant youth.
- (b) Program participants receive education services that may lead to either a high school diploma or its State-recognized equivalent. Further, they receive occupational skills training and are encouraged to pursue postsecondary education or additional training, including registered apprenticeship and pre-apprenticeship programs. The program is designed to create a skilled workforce either in the construction industry, through the rehabilitation and construction of housing for homeless and low-income individuals and families, as well as public facilities, or in other in-demand industries or occupations. The program also benefits the larger community because it provides increased access to affordable housing.

#### **§ 688.110 What are the purposes of the YouthBuild program?**

The overarching goal of the YouthBuild program is to provide disadvantaged and low-income youth the opportunity to obtain education and employment skills in local in-demand jobs to achieve economic self-sufficiency. Additionally, the YouthBuild program has as goals to:

- (a) Enable disadvantaged youth to obtain the education and employment skills necessary to achieve economic self-sufficiency through employment in in-demand occupations and pursuit of postsecondary education and training opportunities;
- (b) Provide disadvantaged youth with opportunities for meaningful work and service to their communities;
- (c) Foster the development of employment and leadership skills and commitment to community development among youth in low-income communities;
- (d) Expand the supply of permanent affordable housing for homeless individuals and families, homeless youth, and low-income families by utilizing the talents of disadvantaged youth. The program seeks to increase the number of affordable and transitional housing units available to decrease the rate of homelessness in communities with YouthBuild programs; and
- (e) Improve the quality and energy efficiency of community and other non-profit and public facilities, including those that are used to serve homeless and low-income families.

### § 688.120 What definitions apply to this part?

In addition to the definitions at sec. 3 of the Workforce Innovation and Opportunity Act (WIOA) and § 675.300 of this chapter, the following definitions apply:

**Adjusted income** means, with respect to a family, the amount (as determined by the Housing Development Agency) of the income of the members of the family residing in a dwelling unit or the persons on a lease, after any income exclusions as follows:

- (1) **Mandatory exclusions.** In determining adjusted income, a Housing Development Agency must exclude from the annual income of a family the following amounts:
  - (i) **Elderly and disabled families.** \$400 for any elderly or disabled family.
  - (ii) **Medical expenses.** The amount by which three percent of the annual family income is exceeded by the sum of:
    - (A) Unreimbursed medical expenses of any elderly family or disabled family;
    - (B) Unreimbursed medical expenses of any family that is not covered under paragraph (1)(ii)(A) of this definition, except that this paragraph (1)(ii)(B) only applies to the extent approved in appropriation Acts; and
    - (C) Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each handicapped member of the family, to the extent necessary to enable any member of such family (including such handicapped member) to be employed.
  - (iii) **Child care expenses.** Any reasonable child care expenses necessary to enable a member of the family to be employed or to further his or her education.
  - (iv) **Minors, students, and persons with disabilities.** \$480 for each member of the family residing in the household (other than the head of the household or his or her spouse) who is less than 18 years of age or is attending school or vocational training on a full-time basis, or who is 18 years of age or older and is a person with disabilities.

- (v) **Child support payments.** Any payment made by a member of the family for the support and maintenance of any child who does not reside in the household, except that the amount excluded under this clause may not exceed \$480 for each child for whom such payment is made; except that this clause only applies to the extent approved in appropriations Acts.
- (vi) **Spousal support expenses.** Any payment made by a member of the family for the support and maintenance of any spouse or former spouse who does not reside in the household, except that the amount excluded under this clause must not exceed the lesser of the amount that such family member has a legal obligation to pay, or \$550 for each individual for whom such payment is made; except that this clause only applies to the extent approved in appropriations Acts.
- (vii) **Earned income of minors.** The amount of any earned income of a member of the family who is not:
  - (A) 18 years of age or older; and
  - (B) The head of the household (or the spouse of the head of the household).
- (2) **Permissive exclusions for public housing.** In determining adjusted income, a Housing Development Agency may, at the discretion of the agency, establish exclusions from the annual income of a family residing in a public housing dwelling unit. Such exclusions may include the following amounts:
  - (i) **Excessive travel expenses.** Excessive travel expenses in an amount not to exceed \$25 per family per week, for employment or education-related travel.
  - (ii) **Earned income.** An amount of any earned income of the family, established at the discretion of the Housing Development Agency, which may be based on:
    - (A) All earned income of the family,
    - (B) The amount earned by particular members of the family;
    - (C) The amount earned by families having certain characteristics; or
    - (D) The amount earned by families or members during certain periods or from certain sources.
  - (iii) **Others.** Such other amounts for other purposes, as the Housing Development Agency may establish.

**Applicant** means an eligible entity that has submitted an application under § 688.210.

**Basic skills deficient** means an individual:

- (1) Who is a youth, and who has English reading, writing, or computing skills at or below the eighth grade level on a generally accepted standardized test; or
- (2) Who is a youth or adult, and who is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family, or in society.

**Community or other public facility** means those facilities which are either privately owned by non-profit organizations, including faith-based and community-based organizations, and publicly used for the benefit of the community, or publicly owned and publicly used for the benefit of the community.

**Construction Plus** means the inclusion of occupational skills training for YouthBuild participants in in-demand occupations other than construction.

**Eligible entity** means a public or private non-profit agency or organization (including a consortium of such agencies or organizations), including:

- (1) A community-based organization;
- (2) A faith-based organization;
- (3) An entity carrying out activities under this title, such as a Local Workforce Development Board (WDB);
- (4) A community action agency;
- (5) A State or local Housing Development Agency;
- (6) An Indian tribe or other agency primarily serving Indians;
- (7) A community development corporation;
- (8) A State or local youth service or conservation corps; and
- (9) Any other entity eligible to provide education or employment training under a Federal program (other than the program carried out under this section).

**English language learner**, when used with respect to a participant, means an eligible individual who has limited ability in reading, writing, speaking, or comprehending the English language, and:

- (1) Whose native language is a language other than English; or
- (2) Who lives in a family or community environment where a language other than English is the dominant language.

**Exit**, as used in § 688.400, has the same meaning as in § 677.150(c) of this chapter.

**Follow-up services** include:

- (1) The leadership development and supportive service activities listed in §§ 681.520 and 681.570 of this chapter;
- (2) Regular contact with a youth participant's employer, including assistance in addressing work-related problems that arise;
- (3) Assistance in securing better paying jobs, career development, and further education;
- (4) Work-related peer support groups;
- (5) Adult mentoring; and
- (6) Services necessary to ensure the success of youth participants in employment and/or postsecondary education.

**Homeless child or youth** means an individual who lacks a fixed, regular, and adequate nighttime residence and includes a child or youth who:

- (1) Is sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason;

- (2) Is living in a motel, hotel, trailer park, or campground due to the lack of alternative adequate accommodations;
- (3) Is living in an emergency or transitional shelter, is abandoned in a hospital, or is awaiting foster care placement;
- (4) Has a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- (5) Is living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; or
- (6) Is a migratory child living in circumstances described in this definition.

**Homeless individual** means an individual who lacks a fixed, regular, and adequate nighttime residence and includes an individual who:

- (1) Is sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
- (2) Is living in a motel, hotel, trailer park, or campground due to the lack of alternative adequate accommodations;
- (3) Is living in an emergency or transitional shelter;
- (4) Is abandoned in a hospital, or is awaiting foster care placement;
- (5) Has a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodation for human beings; or
- (6) Is a migratory child living in circumstances described in this definition.

**Housing Development Agency** means any agency of a Federal, State or local government, or any private non-profit organization, that is engaged in providing housing for homeless individuals or low-income families.

**Income**, as defined in the United States Housing Act of 1937 (42 U.S.C. 1437a(b)(2)), means income is from all sources of each member of the household, as determined in accordance with the criteria prescribed by the Secretary of Labor, in consultation with the Secretary of Agriculture, except that any amounts not actually received by the family and any amounts which would be eligible for exclusion under sec. 1382b(a)(7) of the United States Housing Act of 1937, may not be considered as income under this definition.

**In-Demand Industry Sector or Occupation** means:

- (1) An industry sector that has a substantial current or potential impact (including through jobs that lead to economic self-sufficiency and opportunities for advancement) on the State, regional, or local economy, as appropriate, and that contributes to the growth or stability of other supporting business, or the growth of other industry sectors; or
- (2) An occupation that currently has or is projected to have a number of positions (including positions that lead to economic self-sufficiency and opportunities for advancement) in an industry sector so as to have a significant impact on the State, regional, or local economy, as appropriate.

**Indian**, as defined in the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450b), means a person who is a member of an Indian tribe.

**Indian tribe** means any Indian tribe, band, nation, or other organized group or community, including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688; 43 U.S.C. 1601 *et seq.*), which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

**Individual with a disability** means an individual with a disability as defined in sec. 3 of the Americans with Disabilities Act of 1990 (42 U.S.C. 12102).

**Low-income family** means a family whose income does not exceed 80 percent of the median income for the area unless the Secretary determines that a higher or lower ceiling is warranted. This definition includes families consisting of one person as defined by 42 U.S.C. 1437a(b)(3).

**Migrant youth** means a youth, or a youth who is the dependent of someone who, during the previous 12 months, has:

- (1) Worked at least 25 days in agricultural labor that is characterized by chronic unemployment or underemployment;
- (2) Made at least \$800 from agricultural labor that is characterized by chronic unemployment or underemployment, if at least 50 percent of his or her income came from such agricultural labor;
- (3) Was employed at least 50 percent of his or her total employment in agricultural labor that is characterized by chronic unemployment or underemployment; or
- (4) Was employed in agricultural labor that requires travel to a jobsite such that the farmworker is unable to return to a permanent place of residence within the same day.

**Needs-based payments** means additional payments beyond regular stipends for program participation that are based on defined needs that enable a youth to participate in the program.

**Occupational skills training** means an organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels. Occupational skills training includes training programs that lead to recognized postsecondary credentials that align with in-demand industry sectors or occupations in the local area. Such training must:

- (1) Be outcome-oriented and focused on an occupational goal specified in the individual service strategy;
- (2) Be of sufficient duration to impart the skills needed to meet the occupational goal; and
- (3) Result in attainment of a recognized postsecondary credential.

**Offender** means an adult or juvenile who:

- (1) Is or has been subject to any stage of the criminal justice process, and who may benefit from WIOA services; or
- (2) Requires assistance in overcoming artificial barriers to employment resulting from a record of arrest or conviction.

**Participant** means an individual who has been determined eligible to participate in the YouthBuild program, and who enrolls in the program and receives services or training described in § 688.320.

**Pre-apprenticeship**, as defined in § 681.480 of this chapter, means a program designed to prepare individuals to enter and succeed in an apprenticeship program registered under the Act of August 16, 1937 (commonly known as the "National Apprenticeship Act"; 50 Stat. 664, chapter 663; 29 U.S.C. 50 et seq.) (referred to in this part as a "registered apprenticeship" or "registered apprenticeship program") and includes the following elements:

- (1) Training and curriculum that aligns with the skill needs of employers in the economy of the State or region involved;
- (2) Access to educational and career counseling and other supportive services, directly or indirectly;
- (3) Hands-on, meaningful learning activities that are connected to education and training activities, such as exploring career options, and understanding how the skills acquired through coursework can be applied toward a future career;
- (4) Opportunities to attain at least one industry-recognized credential; and
- (5) A partnership with one or more registered apprenticeship programs that assists in placing individuals who complete the pre-apprenticeship program in a registered apprenticeship program.
- (6) YouthBuild programs that receive funding under this part are considered pre-apprenticeship programs under this definition.

**Recognized postsecondary credential** means a credential consisting of an industry-recognized certificate or certification, a certificate of completion of a registered apprenticeship, a license recognized by the State involved or Federal government, or an associate or baccalaureate degree.

**Registered apprenticeship program** means an apprenticeship program that:

- (1) Is registered under the Act of August 16, 1937 (commonly known as the "National Apprenticeship Act" (50 Stat. 664; 20 U.S.C. 50 et seq.)); and
- (2) Meets such other criteria as the Secretary may establish.

**School dropout** means an individual who no longer attends any school and who has not received a secondary school diploma or its State-recognized equivalent.

**Secondary school** means a nonprofit institutional day or residential school, including a public secondary charter school, that provides secondary education, as determined under State law, except that the term does not include any education beyond grade 12.

**Section 3** means a program described in sec. 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992.

**Supportive services** for youth, as defined in § 681.570 of this chapter, are services that enable an individual to participate in WIOA activities. These services include, but are not limited to, the following:

- (1) Linkages to community services;
- (2) Assistance with transportation;
- (3) Assistance with child care and dependent care;
- (4) Referrals to child support;
- (5) Assistance with housing;

- (6) Needs-related payments;
- (7) Assistance with educational testing;
- (8) Reasonable accommodations for youth with disabilities;
- (9) Referrals to health care;
- (10) Assistance with uniforms or other appropriate work attire and work-related tools, including such items as eyeglasses and protective eye gear;
- (11) Assistance with books, fees, school supplies, and other necessary items for students enrolled in postsecondary education classes; and
- (12) Payments and fees for employment and training-related applications, tests, and certifications.

**Transitional housing** means housing provided to ease the movement of individuals and families experiencing homelessness to permanent housing within 24 months or such longer period.

**YouthBuild program** means any program that receives assistance under this part and provides disadvantaged youth with opportunities for employment, education, leadership development, service to the community, and training through the rehabilitation (which, for purposes of this part, includes energy efficiency enhancements) or construction of housing for homeless individuals and low-income families, and public facilities.

**Youth in foster care**, as defined in § 681.210 of this chapter, means an individual in foster care or who has aged out of the foster care system or who has attained 16 years of age and left foster care for kinship, guardianship, or adoption; or a child eligible for assistance under sec. 477 of the Social Security Act (42 U.S.C. 677), or in an out-of-home placement.

## Subpart B—Funding and Grant Applications

### § 688.200 How are YouthBuild grants funded and administered?

The Secretary uses funds authorized for appropriation under WIOA sec. 171(i) to administer YouthBuild as a national program under title I, subtitle D of WIOA. YouthBuild grants are awarded to eligible entities, as defined in § 688.120, through the competitive selection process described in § 688.210.

### § 688.210 How does an eligible entity apply for grant funds to operate a YouthBuild program?

The Secretary announces the availability of grant funds through a Funding Opportunity Announcement (FOA). The FOA contains instructions for what the Department requires in the grant application, describes eligibility requirements, the rating criteria that the Department will use in reviewing grant applications, and special reporting requirements to operate a YouthBuild project. The FOA, along with the requisite forms needed to apply for grant funds, can be found at [http://www.doleta.gov/grants/find\\_grants.cfm](http://www.doleta.gov/grants/find_grants.cfm).

### § 688.220 How are eligible entities selected to receive grant funds?

In order to receive funds under the YouthBuild program, an eligible entity must meet selection criteria established by the Secretary which include:

- (a) The qualifications or potential capabilities of an applicant;
- (b) An applicant's potential to develop a successful YouthBuild program;

- (c) The need for an applicant's proposed program, as determined by the degree of economic distress of the community from which participants would be recruited (measured by indicators such as poverty, youth unemployment, and the number of individuals who have dropped out of secondary school) and of the community in which the housing and community and public facilities proposed to be rehabilitated or constructed are located (measured by indicators such as incidence of homelessness, shortage of affordable housing, and poverty);
- (d) The commitment of an applicant to provide skills training, leadership development, counseling and case management, and education to participants;
- (e) The focus of a proposed program on preparing youth for local in-demand sectors or occupations, or postsecondary education and training opportunities;
- (f) The extent of an applicant's coordination of activities to be carried out through the proposed program with:
  - (1) Local WDBs, one-stop center operators, and one-stop partners participating in the operation of the one-stop delivery system involved, or the extent of the applicant's good faith efforts, as determined by the Secretary, in achieving such coordination;
  - (2) Public education, criminal justice, housing and community development, national service, or postsecondary education or other systems that relate to the goals of the proposed program; and
  - (3) Employers in the local area;
- (g) The extent to which a proposed program provides for inclusion of tenants who were previously homeless individuals or families in the rental of housing provided through the program;
- (h) The commitment of additional resources to the proposed program (in addition to the funds made available through the grant) by:
  - (1) An applicant;
  - (2) Recipients of other Federal, State, or local housing and community development assistance who will sponsor any part of the rehabilitation, construction, operation and maintenance, or other housing and community development activities undertaken as part of the proposed program; or
  - (3) Entities carrying out other Federal, State, or local activities or activities conducted by Indian tribes, including vocational education programs, adult and language instruction educational programs, and job training using funds provided under WIOA;
- (i) An applicant's ability to enter partnerships with:
  - (1) Education and training providers including:
    - (i) The kindergarten through twelfth grade educational system;
    - (ii) Adult education programs;
    - (iii) Community and technical colleges;
    - (iv) Four-year colleges and universities;
    - (v) Registered apprenticeship programs; and
    - (vi) Other training entities;

- (2) Employers, including professional organizations and associations. An applicant will be evaluated on the extent to which employers participate in:
    - (i) Defining the program strategy and goals;
    - (ii) Identifying needed skills and competencies;
    - (iii) Designing training approaches and curricula;
    - (iv) Contributing financial support; and
    - (v) Hiring qualified YouthBuild graduates;
  - (3) The workforce development system which may include:
    - (i) State and Local WDBs;
    - (ii) State workforce agencies; and
    - (iii) One-stop centers and their partner programs;
  - (4) The juvenile and adult justice systems, and the extent to which they provide:
    - (i) Support and guidance for YouthBuild participants with court involvement;
    - (ii) Assistance in the reporting of recidivism rates among YouthBuild participants; and
    - (iii) Referrals of eligible participants through diversion or reentry from incarceration;
  - (5) Faith-based and community organizations, and the extent to which they provide a variety of grant services such as:
    - (i) Case management;
    - (ii) Mentoring;
    - (iii) English as a Second Language courses; and
    - (iv) Other comprehensive supportive services, when appropriate;
- (j) The applicant's potential to serve different regions, including rural areas and States that may not have previously received grants for YouthBuild programs; and
  - (k) Such other factors as the Secretary determines to be appropriate for purposes of evaluating an applicant's potential to carry out the proposed program in an effective and efficient manner.
  - (l) The weight to be given to these factors will be described in a FOA issued under § 688.210.

### **§ 688.230 What are the minimum requirements to apply for YouthBuild funds?**

At minimum, applications for YouthBuild funds must include the following elements:

- (a) Labor market information for the relevant labor market area, including both current data (as of the date of submission of the application) and projections on career opportunities in construction and in-demand industry sectors or occupations;
- (b) A request for the grant, specifying the amount of the grant requested and its proposed uses;

- (c) A description of the applicant and a statement of its qualifications, including a description of the applicant's relationship with Local WDBs, one-stop operators, employers, local unions, entities carrying out registered apprenticeship programs, other community groups, and the applicant's past experience with rehabilitation or construction of housing or public facilities (including experience with programs through the U.S. Department of Housing and Urban Development (HUD) under sec. 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u)), and with youth education and employment training programs);
- (d) A description of the proposed site for the proposed program;
- (e) A description of the educational and job training activities, work opportunities, postsecondary education and training opportunities, and other services that will be provided to participants, and how those activities, opportunities, and services will prepare youth for employment in in-demand industry sectors or occupations in the labor market area described in paragraph (a) of this section;
  - (1) A description of the proposed activities to be undertaken under the grant related to rehabilitation or construction, and, in the case of an applicant requesting approval from the Secretary to carry out additional activities related to in-demand industry sectors or occupations, a description of such additional activities.
  - (2) The anticipated schedule for carrying out all activities proposed under paragraph (f) of this section;
- (f) A description of the manner in which eligible youth will be recruited and selected as participants, including a description of arrangements that will be made with Local WDBs, one-stop operators, faith and community-based organizations, State education agencies or local education agencies (including agencies of Indian tribes), public assistance agencies, the courts of jurisdictions, agencies that serve youth who are homeless individuals (including those that operate shelters), foster care agencies, and other appropriate public and private agencies;
- (g) A description of the special outreach efforts that will be undertaken to recruit eligible young women (including young women with dependent children) as participants;
- (h) A description of the specific role of employers in the proposed program, such as their role in developing the proposed program and assisting in service provision and placement activities;
- (i) A description of how the proposed program will be coordinated with other Federal, State, and local activities conducted by Indian tribes, such as workforce investment activities, career and technical education and training programs, adult and language instruction educational programs, activities conducted by public schools, activities conducted by community colleges, national service programs, and other job training provided with funds available under WIOA, in particular how programs will coordinate with local Workforce Development funds outlined in WIOA sec. 129(c)(2);
- (j) Assurances that there will be a sufficient number of adequately trained supervisory personnel in the proposed program;
- (k) A description of the level of performance to be achieved with respect to primary indicators of performance for eligible youth as described in § 688.410;
- (l) The organization's past performance under a grant issued by the Secretary to operate a YouthBuild program;

- (m) A description of the applicant's relationship with local building trade unions regarding their involvement in training to be provided through the proposed program, the relationship of the proposed program to established registered apprenticeship programs and employers, the ability of the applicant to grant an industry-recognized certificate or certification through the program, and the quality of the program leading to the certificate or certification;
- (n) A description of activities that will be undertaken to develop leadership skills of participants;
- (o) A detailed budget and description of the system of fiscal controls, and auditing and accounting procedures, that will be used to ensure fiscal soundness for the proposed program;
- (p) A description of the commitments for any additional resources (in addition to funds made available through the grant) to be made available to the proposed program from:
  - (1) The applicant;
  - (2) Recipients of other Federal, State, or local housing and community development assistance that will sponsor any part of the rehabilitation or construction, operation or maintenance, or other housing and community development activities undertaken as part of the proposed program; or
  - (3) Entities carrying out other Federal, State or local activities conducted by Indian tribes, including career and technical education and training programs, and job training provided with funds under WIOA;
- (q) Information identifying and describing of, the financing proposed for any:
  - (1) Rehabilitation of the property involved;
  - (2) Acquisition of the property; or
  - (3) Construction of the property;
- (r) Information identifying and describing of, the entity that will manage and operate the property;
- (s) Information identifying and describing of, the data collection systems to be used;
- (t) A certification, by a public official responsible for the housing strategy for the State or unit of general local government within which the proposed program is located, that the proposed program is consistent with the housing strategy;
- (u) A certification that the applicant will comply with requirements of the Fair Housing Act (42 U.S.C. 3601 et seq.) and will affirmatively further fair housing; and
- (v) Any additional requirements that the Secretary determines are appropriate.

### **§ 688.240 How are eligible entities notified of approval for grant funds?**

The Secretary will, to the extent practicable, notify each eligible entity applying for funds no later than 5 months from the date the application is received, whether the application is approved or disapproved. In the event additional funds become available, the Employment and Training Administration (ETA) reserves the right to use such funds to select additional grantees from applications submitted in response to a FOA.

### **Subpart C—Program Requirements**

### § 688.300 Who is an eligible participant?

- (a) **Eligibility criteria.** Except as provided in paragraph (b) of this section, an individual is eligible to participate in a YouthBuild program if the individual is:
- (1) Not less than age 16 and not more than age 24 on the date of enrollment;
  - (2) A school dropout or an individual who has dropped out of school and has subsequently reenrolled; and
  - (3) Is one or more of the following:
    - (i) A member of a low-income family;
    - (ii) A youth in foster care;
    - (iii) An offender;
    - (iv) A youth who is an individual with a disability;
    - (v) The child of a current or formerly incarcerated parent; or
    - (vi) A migrant youth.
- (b) **Exceptions.** Not more than 25 percent of the participants in a program, under this section, may be individuals who do not meet the requirements of paragraph (a)(2) or (3) of this section, if such individuals:
- (1) Are basic skills deficient, as defined in § 688.120, despite attainment of a secondary school diploma or its recognized State equivalent (including recognized certificates of attendance or similar documents for individuals with disabilities); or
  - (2) Have been referred by a local secondary school for participation in a YouthBuild program leading to the attainment of a secondary school diploma if such referral is to a YouthBuild program offering a secondary school diploma.

### § 688.310 Are there special rules that apply to veterans?

Special rules for determining income for veterans are found in § 683.230 of this chapter and for the priority of service provisions for qualified persons are found in 20 CFR part 1010. Those special rules apply to covered persons who are eligible to participate in the YouthBuild program.

### § 688.320 What eligible activities may be funded under the YouthBuild program?

Grantees may provide one or more of the following education and workforce investment and other activities to YouthBuild participants:

- (a) Eligible education and workforce activities including:
- (1) Work experience and skills training (coordinated, to the maximum extent feasible, with registered apprenticeship programs), including:
    - (i) Supervision and training for participants in the rehabilitation or construction of housing, including residential housing for homeless individuals or low-income families, or transitional housing for homeless individuals and in additional in-demand industry sectors or occupations in the region in which the program operates (as approved by the Secretary);

- (ii) Supervision and training for participants in the rehabilitation or construction of community and other public facilities, except that not more than 15 percent of grant funds-appropriated to carry out this section may be used for this activity; and
- (iii) Supervision and training for participants in in-demand industry sectors or occupations in the region in which the program operates, if such activity is approved by the Secretary;
- (2) Occupational skills training;
- (3) Other paid and unpaid work experiences, including internships and job shadowing;
- (4) Services and activities designed to meet the educational needs of participants, including:
  - (i) Basic skills instruction and remedial education;
  - (ii) Language instruction educational programs for participants who are English language learners;
  - (iii) Secondary education services and activities, including tutoring, study skills training, and school dropout prevention and recovery activities, designed to lead to the attainment of a secondary school diploma or its recognized equivalent (including recognized certificates of attendance or similar documents for individuals with disabilities);
  - (iv) Counseling and assistance in obtaining postsecondary education and required financial aid; and
  - (v) Alternative secondary school services;
- (5) Counseling services and related activities, such as comprehensive guidance and counseling on drug and alcohol abuse, referrals to mental health services, and referrals to victim services;
- (6) Activities designed to develop employment and leadership skills, which may include community service and peer-centered activities encouraging responsibility, interpersonal skills, and other positive social behaviors, and activities related to youth policy committees that participate in decision-making related to the program;
- (7)
  - (i) Supportive services and needs-based payments necessary to enable individuals to participate in the program and to assist individuals, for a period of time not to exceed 12 months after the completion of training, in obtaining or retaining employment or applying for and transitioning to postsecondary education or training;
  - (ii) To provide needs-based payments, a grantee must have a written policy which:
    - (A) Establishes participant eligibility for such payments;
    - (B) Establishes the amounts to be provided;
    - (C) Describes the required documentation and criteria for payments; and
    - (D) Applies consistently to all program participants; and
- (8) Job search and assistance;
- (b) Payment of the administrative costs of the applicant, including recruitment and selection of participants, except that not more than 10 percent of the amount awarded under § 688.210 may be used for such costs;

- (c) Adult mentoring;
- (d) Provision of wages, stipends, or benefits to participants in the program;
- (e) Ongoing training and technical assistance that is related to developing and carrying out the program; and
- (f) Follow-up services.

### **§ 688.330 What level of training qualifies a construction project as a qualifying work site under the YouthBuild program?**

At a minimum, in order to qualify as a work site for the purposes of the YouthBuild program, a work site must:

- (a) Provide participants with the opportunity to have hands-on training and experience in two or more modules, each within a different skill area, in a construction skills training program that offers an industry-recognized credential;
- (b) Be built or renovated for low-income individuals or families;
- (c) Have a restrictive covenant in place that only allows for rental or resale to low-income participants as required by § 688.730; and
- (d) Adhere to the allowable construction and other capital asset costs applicable to the YouthBuild program.

### **§ 688.340 What timeframes apply to participation?**

An eligible individual selected for participation in the program must be offered full-time participation in the program for not less than 6 months and not more than 24 months.

### **§ 688.350 What timeframes must be devoted to education and workforce investment or other activities?**

YouthBuild grantees must structure programs so that participants in the program are offered:

- (a) Education and related services and activities designed to meet educational needs, such as those specified in § 688.320(a)(4) through (7), during at least 50 percent of the time during which they participate in the program; and
- (b) Workforce and skills development activities, such as those specified in § 688.320(a)(1) through (3), during at least 40 percent of the time during which they participate in the program.
- (c) The remaining 10 percent of the time of participation may be used for the activities described in paragraphs (a) and (b) of this section and/or for leadership development and community service activities.

### **§ 688.360 What timeframes apply to follow-up services?**

Grantees must provide follow-up services to all YouthBuild participants for a period of 12 months after a participant successfully exits a YouthBuild program.

### **§ 688.370 What are the requirements for exit from the YouthBuild program?**

At a minimum, to be a successful exit, the Department of Labor requires that:

- (a) Participants receive hands-on construction training or hands-on training in another industry or occupation, in the case of Construction Plus grantees; and
- (b) Participants meet the exit policies established by the grantee.
  - (1) Such policies must describe the program outcomes and/or individual goals that must be met by each participant in order to successfully complete the program; and
  - (2) Grantees must apply the policies consistently to determine when a successful exit has occurred.

### § 688.380 What is the role of the YouthBuild grantee in the one-stop delivery system?

In those local areas where the grantee operates its YouthBuild program, the grantee is a required partner of the local one-stop delivery system and is subject to the provisions relating to such partners described in part 678 of this chapter.

### Subpart D—Performance Indicators

### § 688.400 What are the performance indicators for YouthBuild grants?

The performance indicators for YouthBuild grants include:

- (a) The percentage of program participants who are in education and training activities, or in unsubsidized employment, during the second quarter after exit from the program;
- (b) The percentage of program participants who are in education or training activities, or in unsubsidized employment, during the fourth quarter after exit from the program;
- (c) The median earnings of program participants who are in unsubsidized employment during the second quarter after exit from the program;
- (d) The percentage of program participants who obtain a recognized postsecondary credential or secondary school diploma or its recognized equivalent (and for those achieving the secondary diploma or its recognized equivalent, such participants also have obtained or retained employment or are in an education or training program leading to a recognized postsecondary credential within 1 year after exit from the program);
- (e) The percentage of program participants who, during a program year, are in an education and training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains toward such a credential or employment;
- (f) The percentage of participants in unsubsidized employment during the second quarter after exit from the program who were employed by the same employer in the second and fourth quarters after exit; and
- (g) Other indicators of performance as may be required by the Secretary.

[81 FR 56460, Aug. 19, 2016, as amended at 89 FR 13614, Feb. 23, 2024]

### § 688.410 What are the required levels of performance for the performance indicators?

- (a) The Secretary must annually establish expected levels of performance for YouthBuild programs relating to each of the primary indicators of performance. The expected levels of performance for each of the performance indicators are national standards that are provided in separately issued guidance. Short-term or other performance indicators will be provided in separately issued guidance or as part of the FOA

or grant agreement. Performance level expectations will be based on available YouthBuild data and data from similar WIOA youth programs and may change from one grant competition to another. The expected national levels of performance will take into account the extent to which the levels promote continuous improvement in performance.

- (b) The levels of performance established will at a minimum:
  - (1) Be expressed in an objective, quantifiable, and measurable form; and
  - (2) Indicate continuous improvement in performance.

### **§ 688.420 What are the reporting requirements for YouthBuild grantees?**

Each grantee must provide such reports as are required by the Secretary in separately issued guidance, including:

- (a) The quarterly performance report;
- (b) The quarterly narrative progress report;
- (c) The financial report; and
- (d) Such other reports as may be required by the grant agreement.

### **§ 688.430 What are the due dates for quarterly reporting?**

- (a) Quarterly reports are due no later than 45 days after the end of the reporting quarter, unless otherwise specified in the reporting guidance issued under § 688.420; and
- (b) A final financial report is required 90 days after the expiration of a funding period or the termination of grant support.

## **Subpart E—Administrative Rules, Costs, and Limitations**

### **§ 688.500 What administrative regulations apply to the YouthBuild program?**

Each YouthBuild grantee must comply with the following:

- (a) The regulations found in this part;
- (b) The general administrative requirements found in part 683 of this chapter, except those that apply only to the WIOA title I, subtitle B program and those that have been modified by this section;
- (c) The Department's regulations on government-wide requirements, which include:
  - (1) The regulations codifying the Office of Management and Budget's (OMB) government-wide grants requirements at 2 CFR parts 200 and 2900, as applicable;
  - (2) The Department's regulations at 29 CFR part 38, which implement the nondiscrimination provisions of WIOA sec. 188;
  - (3) The Department's regulations at 29 CFR parts 93, 94, and 98 relating to restrictions on lobbying, drug free workplace, and debarment and suspension; and
  - (4) The audit requirements of the Office of Management and Budget at 2 CFR parts 200 and 2900, as applicable; and

- (d) Relevant State and local educational standards.

### **§ 688.510 How may grantees provide services under the YouthBuild program?**

Each recipient of a grant under the YouthBuild program may provide the services and activities described in these regulations either directly or through subgrants, contracts, or other arrangements with local educational agencies, postsecondary educational institutions, State or local housing development agencies, other public agencies, including agencies of Indian tribes, or private organizations.

### **§ 688.520 What cost limits apply to the use of YouthBuild program funds?**

- (a) Administrative costs for programs operated under YouthBuild are limited to 10 percent of the grant award. The definition of administrative costs can be found in § 683.215 of this chapter.
- (b) The cost of supervision and training for participants involved in the rehabilitation or construction of community and other public facilities is limited to no more than 15 percent of the grant award.

### **§ 688.530 What are the cost-sharing or matching requirements of the YouthBuild program?**

- (a) In addition to the rules described in paragraphs (b) through (f) of this section, the cost-sharing or matching requirements applicable to a YouthBuild grant will be addressed in the grant agreement.
- (b) The value of construction materials used in the YouthBuild program is an allowable cost for the purposes of the required non-Federal share or match.
- (c) The value of land acquired for the YouthBuild program is not an allowable cost-sharing or match.
- (d) Federal funds may not be used as cost-sharing or match resources except as provided by Federal law.
- (e) The value of buildings acquired for the YouthBuild program is an allowable match, provided that the following conditions apply:
  - (1) The purchase cost of buildings used solely for training purposes is allowable; and
  - (2) For buildings used for training and other purposes, the allowable amount is determined based on the proportionate share of the purchase price related to direct training activities.
- (f) Grantees must follow the requirements of Uniform Guidance at 2 CFR parts 200 and 2900 in the accounting, valuation, and reporting of the required non-Federal share.

### **§ 688.540 What are considered to be leveraged funds?**

- (a) Leveraged funds may be used to support allowable YouthBuild program activities and consist of payments made for allowable costs funded by both non-YouthBuild Federal, and non-Federal, resources which include:
  - (1) Costs which meet the criteria for cost-sharing or match in § 688.530 and are in excess of the amount of cost-sharing or match resources required;
  - (2) Costs which would meet the criteria in § 688.530 except that they are paid for with other Federal resources; and
  - (3) Costs which benefit the grant program and are otherwise allowable under the cost principles but are not allowable under the grant because of some statutory, regulatory, or grant provision, whether paid for with Federal or non-Federal resources.

- (b) The use of leveraged funds must be reported in accordance with Departmental instructions.

### § 688.550 How are the costs associated with real property treated in the YouthBuild program?

- (a) As provided in paragraphs (b) and (c) of this section, the costs of the following activities associated with real property are allowable solely for the purpose of training YouthBuild participants:
  - (1) Rehabilitation of existing structures for use by homeless individuals and families or low-income families or for use as transitional housing;
  - (2) Construction of buildings for use by homeless individuals and families or low-income families or for use as transitional housing; and
  - (3) Construction or rehabilitation of community or other public facilities, except, as provided in § 688.520(b), only 15 percent of the grant award is allowable for such construction and rehabilitation.
- (b) The costs for acquisition of buildings that are used for activities described in paragraph (a) of this section are allowable with prior grant officer approval and only under the following conditions:
  - (1) The purchase cost of buildings used solely for training purposes is allowable; and
  - (2) For buildings used for training and other purposes, the allowable amount is determined based on the proportionate share of the purchase cost related to direct training.
- (c) The following costs are allowable to the extent allocable to training YouthBuild participants in the construction and rehabilitation activities specified in paragraph (a) of this section:
  - (1) Trainees' tools and clothing including personal protective equipment (PPE);
  - (2) On-site trainee supervisors;
  - (3) Construction management;
  - (4) Relocation of buildings; and
  - (5) Clearance and demolition.
- (d) Architectural fees, or a proportionate share thereof, are allowable when such fees can be related to items such as architectural plans or blueprints on which participants will be trained.
- (e) The following costs are unallowable:
  - (1) The costs of acquisition of land; and
  - (2) Brokerage fees.

### § 688.560 What participant costs are allowable under the YouthBuild program?

Allowable participant costs include:

- (a) The costs of payments to participants engaged in eligible work-related YouthBuild activities;
- (b) The costs of payments provided to participants engaged in non-work-related YouthBuild activities;
- (c) The costs of needs-based payments;
- (d) The costs of supportive services; and

- (e) The costs of providing additional benefits to participants or individuals who have exited the program and are receiving follow-up services, which may include:
  - (1) Tuition assistance for obtaining college education credits;
  - (2) Scholarships to a registered apprenticeship or technical education program; and
  - (3) Employer- or Government-sponsored health programs.

### **§ 688.570 Does the Department allow incentive payments in the YouthBuild program?**

- (a) Grantees are permitted to provide incentive payments to youth participants for recognition and achievement directly tied to training activities and work experiences. Grantees must tie the incentive payments to the goals of the specific grant program and outline such goals in writing prior to starting the program that makes incentive payments.
- (b) Prior to providing incentive payments, the organization must have written policies and procedures in place governing the awarding of incentives, and the incentives provided under the grant must align with these organizational policies.
- (c) All incentive payments must comply with the requirements in Uniform Guidance at 2 CFR part 200.

### **§ 688.580 What effect do payments to YouthBuild participants have on eligibility for other Federal needs-based benefits?**

Under § 683.275(d) of this chapter, the Department does not consider allowances, earnings, and payments to individuals participating in programs under title I of WIOA as income for purposes of determining eligibility for and the amount of income transfer and in-kind aid furnished under any Federal or Federally-assisted program based on need other than as provided under the Social Security Act (42 U.S.C. 301).

### **§ 688.590 What program income requirements apply under the YouthBuild program?**

- (a) Except as provided in paragraph (b) of this section, program income requirements, as specified in the applicable Uniform Administrative Requirements at 2 CFR parts 200 and 2900, apply to YouthBuild grants.
- (b) Revenue from the sale of buildings rehabilitated or constructed under the YouthBuild program to homeless individuals and families and low-income families is not considered program income. Grantees are encouraged to use that revenue for the long-term sustainability of the YouthBuild program.

### **§ 688.600 Are YouthBuild programs subject to the Davis-Bacon Act labor standards?**

- (a) YouthBuild programs and grantees are subject to Davis-Bacon labor standards requirements under the circumstances set forth in paragraph (b) of this section. In those instances where a grantee is subject to Davis-Bacon requirements, the grantee must follow applicable requirements in the Department's regulations at 29 CFR parts 1, 3, and 5, including the requirements contained in the Davis-Bacon contract provisions set forth in 29 CFR 5.5.
- (b) YouthBuild participants are subject to Davis-Bacon Act labor standards when they perform Davis-Bacon-covered laborer or mechanic work, defined at 29 CFR 5.2(m), on Federal or Federally-assisted projects that are subject to the Davis-Bacon Act labor standards. The Davis-Bacon prevailing wage requirements apply to hours worked on the site of the work.

- (c) YouthBuild participants who are not registered and participating in a training program approved by the ETA must be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed.

### **§ 688.610 What are the recordkeeping requirements for YouthBuild programs?**

- (a) Grantees must follow the recordkeeping requirements specified in the Uniform Administrative Requirements, at 29 CFR 95.53 and 97.42, as appropriate.
- (b) Grantees must maintain such additional records related to the use of buildings constructed or rehabilitated with YouthBuild funds as specified in the grant agreement or in the Department's guidance.

## **Subpart F—Additional Requirements**

### **§ 688.700 What are the safety requirements for the YouthBuild program?**

- (a) YouthBuild Grantees must comply with § 683.280 of this chapter, which applies Federal and State health and safety standards to the working conditions under WIOA-funded projects and programs. These health and safety standards include “hazardous orders” governing child labor at 29 CFR part 570.
- (b) YouthBuild grantees are required to:
  - (1) Provide comprehensive safety training for youth working on YouthBuild construction projects;
  - (2) Have written, jobsite-specific safety plans overseen by an on-site supervisor with authority to enforce safety procedures;
  - (3) Provide necessary personal protective equipment to youth working on YouthBuild projects; and
  - (4) Submit required injury incident reports.

### **§ 688.710 What are the reporting requirements for youth safety?**

YouthBuild grantees must ensure that YouthBuild program sites comply with the Occupational Safety and Health Administration's (OSHA) reporting requirements in 29 CFR part 1904. A YouthBuild grantee is responsible for sending a copy of OSHA's injury incident report form to the ETA within 7 days of any reportable injury suffered by a YouthBuild participant. The injury incident report form is available from OSHA and can be downloaded at <http://www.osha.gov/recordkeeping/RKforms.html>. Reportable injuries include those that result in death, days away from work, restricted work or transfer to another job, medical treatment beyond first aid, or loss of consciousness.

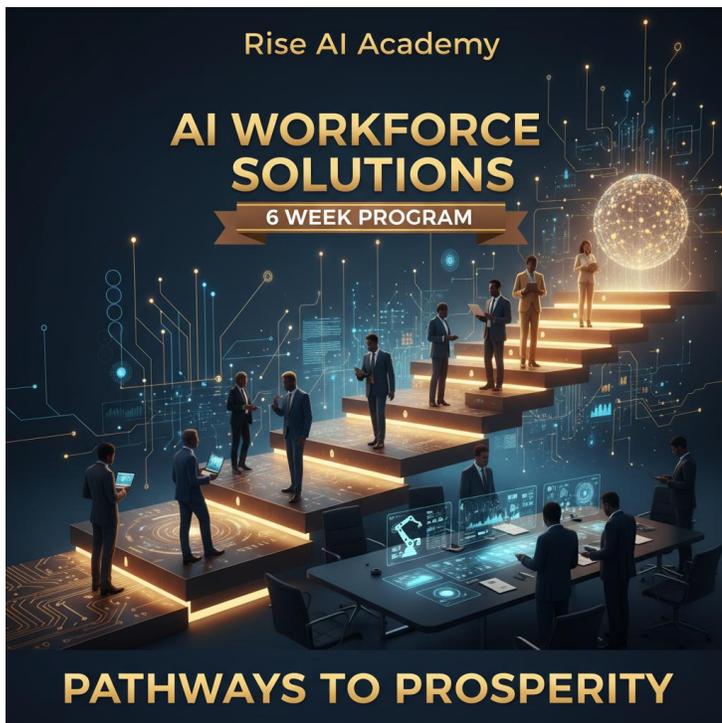
### **§ 688.720 What environmental protection laws apply to the YouthBuild program?**

YouthBuild program grantees are required, where applicable, to comply with all environmental protection statutes and regulations.

### **§ 688.730 What requirements apply to YouthBuild housing?**

- (a) YouthBuild grantees must ensure that all residential housing units which are constructed or rehabilitated using YouthBuild funds must be available solely for:
  - (1) Sale to homeless individuals and families or low-income families;
  - (2) Rental by homeless individuals and families or low-income families;

- (3) Use as transitional or permanent housing for the purpose of assisting in the movement of homeless individuals and families to independent living. In the case of transitional housing, the unit(s) must be occupied no more than 24 months by the same individual(s); or
  - (4) Rehabilitation of homes for low-income homeowners.
- (b) For rentals of residential units located on the property which are constructed or rehabilitated using YouthBuild funds:
- (1) The property must maintain at least a 90 percent level of occupancy for low-income families. The income test will be conducted only at the time of entry for each available unit or rehabilitation of occupant-owned home. If the grantee cannot find a qualifying tenant to lease the unit, the unit may be leased to a family whose income is above the income threshold to qualify as a low-income family but below the median income for the area. Leases for tenants with higher incomes will be limited to not more than 2 years. The leases provided to tenants with higher incomes are not subject to the termination clause that is described in paragraph (b)(2) of this section.
  - (2) The property owner must not terminate the tenancy or refuse to renew the lease of a tenant occupying a residential rental housing unit constructed or rehabilitated using YouthBuild funds except for serious or repeated violations of the terms and conditions of the lease, for violation of applicable Federal, State, or local laws, or for good cause. Any termination or refusal to renew the lease must be preceded by not less than a 30-day written notice to the tenant specifying the grounds for the action. The property owner may waive the written notice requirement for termination in dangerous or egregious situations involving the tenant.
- (c) All transitional or permanent housing for homeless individuals or families or low-income families must be safe and sanitary. The housing must meet all applicable State and local housing codes and licensing requirements in the jurisdiction in which the housing is located.
- (d) For sales or rentals of residential housing units constructed or rehabilitated using YouthBuild funds, YouthBuild grantees must ensure that owners of the property record a restrictive covenant at the time that an occupancy permit is issued against such property which includes the use restrictions set forth in paragraphs (a), (b), and (c) of this section and incorporates the following definitions at § 688.120: Homeless individual, Low-income family, and Transitional housing. The term of the restrictive covenant must be at least 5 years from the time of the issuance of the occupancy permit, unless a time period of more than 5 years has been established by the grantee. The Department advises that any additional stipulations imposed by a grantee or property owner be clearly stated in the covenant.
- (e) Any conveyance document prepared in the 5-year period of the restrictive covenant must inform the buyer of the property that all residential housing units constructed or rehabilitated using YouthBuild funds are subject to the restrictions set forth in paragraphs (a) through (d) of this section.



## RISE AI ACADEMY: YOUTH AI LITERACY CAMPAIGN

*Pathways to Prosperity: AI Literacy Campaign*

### YOUTHBUILD 2025 RISE AI ABSTRACT

Rise AI Academy is a workforce-ready, community-powered pathway that equips Leon Valley youth and young adults with AI literacy + Construction Plus (C+) career readiness—so they can thrive in a fast-changing economy, earn recognized credentials, and build real-world portfolios that lead to jobs, apprenticeships, and long-term prosperity. This partnership opportunity invites the City of Leon Valley to help lead a bold, practical initiative—delivered through the library and community partners—that strengthens local talent, attracts investment, and positions Leon Valley as a model “AI-ready city” for the region. Funding target: In partnership with Leon Valley public leadership and Workforce Solutions Alamo, this initiative is designed to support a \$2,000,000 YouthBuild grant application to launch and scale the program.

### LEON VALLEY LIBRARY-YOUTHBUILD 2025 GRANT PARTNERSHIP PROPOSAL

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## The Initiative at a Glance

**Program Name:** Pathways to Prosperity: AI Literacy Campaign

**Lead Organization:** TREINS & Associates LLC (DBA Rise AI Academy)

### Key Partners (proposed):

- Leon Valley Public Library (community anchor and optional host site)
- City of Leon Valley (convener and champion)
- Workforce Solutions Alamo / YouthBuild partner
- DV-Tech Consulting and other employer partners

### Who We Serve (YouthBuild-Aligned):

- Youth and young adults roughly ages 16–24 (YouthBuild-aligned)
- Opportunity youth and priority populations (youth in foster care, youth with disabilities, youth facing barriers to education and employment)
- Participants eligible for workforce and nonprofit funding streams

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## Program Structure: Two Clear Phases

### Phase 1: Pre-Apprenticeship (6 Weeks)

Delivered by Rise AI Academy, primarily virtually, with optional hybrid support anchored at Leon Valley Public Library.

Participants will:

- Complete structured AI literacy training that is age-appropriate and practical.
- Engage in Construction Plus (C+) career readiness activities linked to real construction workflows.
- Produce weekly applied artifacts (e.g., AI-assisted RFIs, safety talk outlines, change order narratives, schedule risk summaries).
- Complete the Google AI Essentials credential (industry-recognized) by Week 6.
- Submit a capstone artifact that demonstrates integrated skills.

**Completion standard:**

- Attendance (with allowances for excused absences).
- Submission of all required weekly evidence.
- Proof of Google AI Essentials credential completion.
- Capstone artifact approved.

**Phase 2: Paid Registered Apprenticeship (12–18 Months)**

Hosted by DV-Tech Consulting and additional employer partners.  
Apprentices will:

- Complete on-the-job learning (OJL) with paid wages.
- Build and demonstrate competencies linked to workforce demand.
- Earn an industry-recognized construction project management credential (e.g., Columbia University AI in Construction Project Management or comparable third-party credential).
- Continue building their portfolio and professional network.

**Completion standard:**

- Verification of required competencies and OJL hours.
- Submission of required credential proof.

The combined pathway (Phase 1 + Phase 2) is designed to move young people from training to paid apprenticeship to employment with starting wages in a competitive range for our region.

---

**What Participants Gain**

Participants do not simply attend classes; they produce real work and verifiable outcomes:

- **Credentials**
  - Google AI Essentials (AI literacy, productivity, and responsible use).
  - Columbia University AI in Construction Project Management (or equivalent) focused on AI-enabled construction workflows.

- **Portfolio & Evidence**

- AI-assisted RFI and submittal drafts.
- Safety talk and JHA outlines.
- Change order narrative drafts.
- Schedule risk summaries and issue logs.

- **Career Pathway**

- Transition from pre-apprenticeship into paid Registered Apprenticeship.
- Connection to employer partners and professional networks (RiseAI.Solutions).
- A realistic path toward employment and long-term economic mobility.

---

### **Role of Leon Valley Public Library**

The library's role is intentionally designed to be mission-aligned, flexible, and light-touch. Library leadership can choose from options that fit capacity and priorities.

### **Proposed Role: Community Anchor & Optional Host Site**

Possible responsibilities (menu, not mandates):

- Allow the library to be named as a community anchor and optional host site in the YouthBuild 2025 application.
- Host information sessions, orientations, and occasional graduation or showcase events.
- Provide space for optional hybrid learning blocks (e.g., computer lab or meeting rooms where participants can work while receiving remote instruction).
- Support outreach and recruitment by:
  - Displaying flyers and digital signage.
  - Sharing program information on the library website and social channels.
  - Linking youth and families to the application process.

### What the Library is NOT Expected to Do

- Provide funding from the library's operating budget.
- Design or deliver curriculum or instruction.
- Manage credentialing, grant compliance, or employer reporting.

All of those responsibilities fall to TREINS & Associates LLC (Rise AI Academy), DV-Tech Consulting, and workforce partners.

---

### Role of the City of Leon Valley (For Sharing with Council)

The City's proposed role complements the library's:

- Champion the initiative as part of Leon Valley's economic and workforce development strategy.
- Convene or endorse a partner working group (City + Library + Workforce + Employers).
- Support outreach through City communication channels and events.

The City is **not** required to be the primary funder, trainer, or apprenticeship administrator. Its support centers on leadership, convening, and visibility.

---

### Funding Overview

This initiative is being designed to support a competitive YouthBuild 2025 grant application, in collaboration with Workforce Solutions Alamo and other funders.

### YouthBuild 2025

- Federal grant opportunity with awards up to approximately \$2 million dollars per grantee.
  - Requires construction training with the option to include Construction Plus (C+) training in in-demand industries.
  - Funds pre-apprenticeship training, education, job placement, and wraparound services.
-

**Additional Funding Streams (as eligible):**

- WIOA Title I & II (workforce boards).
- VR&E (vocational rehabilitation).
- Adult education funds and nonprofit partners.

Leon Valley Public Library's partnership helps make the application more competitive by demonstrating strong community infrastructure and a credible, accessible learning hub. The library is not expected to provide the match or carry financial risk; that work is led by TREINS & Associates LLC and workforce partners.

---

**Outcomes & Accountability**

The model is designed to reduce administrative friction for City and library staff while producing clear, reportable outcomes:

- **Measurable Skill Gains (MSG):**
  - Weekly progress packets and applied artifacts.
  - Clear, auditable records for funders and partners.
- **Credential Attainment:**
  - Documented third-party credential completions (Google AI Essentials, construction project management credential).
- **Workforce Outcomes:**
  - Pre-apprenticeship completions.
  - Apprenticeship entries and completions.
  - Job placements and starting wage data (as available).

TREINS & Associates LLC maintains the documentation, reporting, and alignment with DOL, YouthBuild, and workforce requirements.

---

## Immediate Ask & Next Steps

From Leon Valley Public Library, the immediate requests are:

1. **Permission to be named** as a community anchor and optional host site in the YouthBuild 2025 application.
2. **A 45–60 minute working session** with library leadership (and any designated staff) to:
  - Confirm which roles and activities the library is comfortable adopting.
  - Review space, scheduling, and policy considerations.
  - Coordinate how to present this opportunity to the City Manager and City Council.

If the library is supportive, next steps include:

- Finalizing language for the YouthBuild proposal that accurately describes the library’s role and boundaries.
- Aligning timelines with the YouthBuild application deadline and library scheduling.
- Developing a shared outreach and recruitment plan for the first cohort.

---

## Personal Note

As a Parks Commissioner, Leon Valley homeowner, and parent who has spent many days in public libraries with my sons, I know how transformative a library can be. My goal is to help Leon Valley Public Library become an even stronger launchpad for our youth—connecting them to the future of work in a way that honors the library’s mission and respects its resources.

I am committed to being a collaborative partner. I welcome your questions, your feedback, and your guidance on how to shape this initiative so that it truly serves Leon Valley.

---

## Contact

Tiffany Bradfield, MBA  
Parks Commissioner, City of Leon Valley  
Founder & Director, TREINS & Associates LLC (DBA Rise AI Academy)

Email: [riseaitx@gmail.com](mailto:riseaitx@gmail.com)

Phone: 817-454-5086

---

## APPENDIX A

### COHORT 1 GRADUATING CLASS VIDEOS

**AARON GRIMALDI:**

**WEEK 5 CAPSTONE VIDEO LINK:**

<https://drive.google.com/file/d/1Lfqqcz7M2uGEsqqe70vr0oRuR4ttfB62/view?usp=sharing>

**ANNETTE ANTHONY:**

**WEEK 5 CAPSTONE VIDEO LINK:**

[https://drive.google.com/file/d/1OzYiCt\\_18V2xELIEDMYWbea4p03mafY9/view?usp=sharing](https://drive.google.com/file/d/1OzYiCt_18V2xELIEDMYWbea4p03mafY9/view?usp=sharing)

**MARCOS VALENICA:**

**WEEK 5 CAPSTONE VIDEO LINK:**

[https://drive.google.com/file/d/12-JS3TgPw\\_X9y9lF03wk25SDqqNvLxH2/view?usp=sharing](https://drive.google.com/file/d/12-JS3TgPw_X9y9lF03wk25SDqqNvLxH2/view?usp=sharing)

**SEAN HARRIS:**

**WEEK 5 CAPSTONE VIDEO LINKS:**

**What do you plan to do with AI:**

<https://drive.google.com/file/d/1DtNYifJx2W2U8GfJU51A6fEI0YphzNwu/view?usp=sharing>

**Time Management:**

[https://drive.google.com/file/d/1xOWyoKLGIMi\\_HRqMH71VdzpIkhTMxWKw/view?usp=sharing](https://drive.google.com/file/d/1xOWyoKLGIMi_HRqMH71VdzpIkhTMxWKw/view?usp=sharing)

**TIMOTHY RIVERA:**

**WEEK 5 CAPSTONE VIDEO LINK:**

[https://drive.google.com/file/d/1QQPolQtw-VGnceQ41Zq6RrWPSaQ7uc\\_d/view?usp=sharing](https://drive.google.com/file/d/1QQPolQtw-VGnceQ41Zq6RrWPSaQ7uc_d/view?usp=sharing)

**CLICK THE LINK BELOW TO SEE THE \$2M GRANT RFP DUE 3/1/26**

**>>>YOUTHBUILD 2025 GRANT RFP LINK: <<<<CLICK HERE**

### APPENDIX B

#### DANIEL ISELE – INFORMATION TECHNOLOGY DIRECTOR CERTIFICATIONS

- AWS CERTIFIED SOLUTIONS ARCHITECT:**



RY-CONFIDENTIAL

- FOUNDATIONS OF CYBERSECURITY:**



RISE

• **MANAGING SECURITY RISKS**



• **CERTIFIED KUBERNETES ADMINISTRATOR**



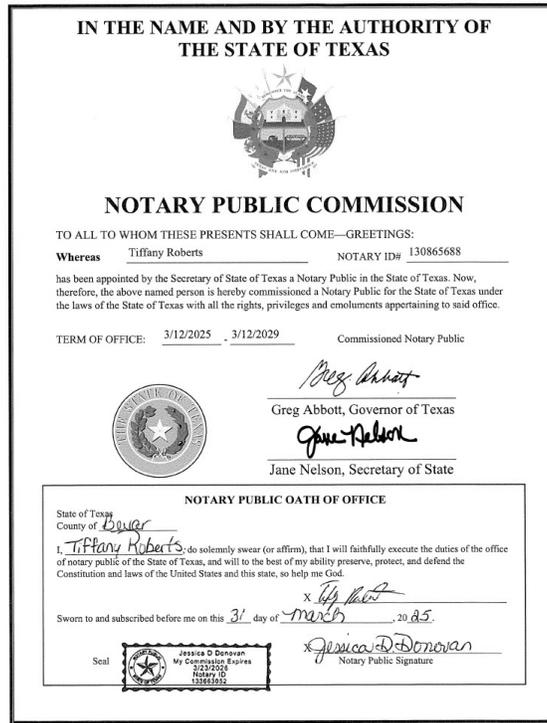
### APPENDIX C

## TIFFANY BRADFIELD – AI WORKFORCE PROGRAM DIRECTOR CERTIFICATIONS

### UNT-WISE WORKFORCE DIRECTOR CREDENTIAL



### TEXAS COMMISSIONED NOTARY SIGNING AGENT (Married 9/2025)



### TEXAS LICENSED REAL ESTATE AGENT (Married 9/2025)



Texas Real Estate Commission  
P.O. Box 12188  
Austin, TX 78711-2188  
512-936-3000

#### CERTIFICATE OF LICENSE HISTORY

An automated search of the Texas Real Estate Commission's database reveals the following licensing information current as of 01/25/2026. Please note: Texas does not license by mere reciprocity.

Name: Bradfield, Tiffany  
License Type: Salesperson  
License Number: 668422-SA  
License Status: Active  
Original License Date: 23/02/2016  
Exam Date: 00/00/0000  
License Expiration Date: 06/30/2027

#### DISCIPLINARY ACTIONS

An automated search of the Texas Real Estate Commission's database for the past ten (10) years reveals the following disciplinary action record(s) as of 01/25/2026. Any disciplinary actions listed below are final as of the disposition date. If this section is blank, there were no disciplinary records located.

#### REAL ESTATE EDUCATION HISTORY

Course Date	Course Number	Course Name	Subject	Provider Name	Hours
06/26/2025	38013-R ECE	Realtor Code of Ethics	200 - Real Estate Elective	4MeCE	3
06/26/2025	09596-R ENE	Legal Update II (2024-2025)	251 - Legal Update II	4MeCE	4
06/25/2025	38006-R ECE	Fundamentals of Real Estate Cybersecurity	200 - Real Estate Elective	4MeCE	2
06/24/2025	09595-R ENE	Legal Update I (2024-2025)	250 - Legal Update I	4MeCE	4
06/22/2025	38012-R ECE	Contracts	201 - Real Estate Contracts	4MeCE	3
06/22/2025	38007-R ECE	Understanding The 1031 Exchange	200 - Real Estate Elective	4MeCE	2

1/3

### TEXAS LICENSED HEALTH/LIFE AGENT (Married 9/2025)



#### General Lines Agent

Qualification Effective Dates  
Life, Accident, Health & HMO - 06/09/2023

**TIFFANY CHARISSE ROBERTS**

NPN: 20744431

3000 S HULEN ST STE 124-647  
FORT WORTH, TEXAS 76109-1914

is authorized to transact business as described above

License No: 3018327 Issue Date: 06/09/2023 Expiration Date: 01/31/2027

Generated by SRI: 30247108

<p><b>TEXAS</b> DEPARTMENT OF INSURANCE THIS IS TO CERTIFY THAT</p> <p><b>TIFFANY CHARISSE ROBERTS</b> 3000 S HULEN ST STE 124-647 FORT WORTH, TEXAS 76109-1914 LICENSE NUMBER: 3018327</p>	<p>IS HEREBY AUTHORIZED TO TRANSACT BUSINESS IN ACCORDANCE TO THE LICENSE DESCRIPTION SHOWN BELOW.</p> <p><b>General Lines Agent</b> Life, Accident, Health &amp; HMO</p> <p>Issue Date: 06/09/2023 Expiration Date: 01/31/2027 Generated by SRI: 30247108</p>
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# City of Leon Valley Library-Objection Document

## Workforce Partnership Proposal (TREINS x Rise AI Academy x DV Tech)

**Presented to:** Leon Valley City Council + City Manager

**Presented by:** Tiffany Bradfield, MBA | Founder & Director, TREINS & Associates LLC (DBA Rise AI Academy)

**Purpose:** Address prior program concerns (including YouthBuild), clarify staffing/compliance approach, and outline discussion topics for a successful partnership.

### 1) Executive Summary (What We're Proposing)

We propose a **City of Leon Valley-hosted and prime-sponsored workforce initiative** delivered operationally by **TREINS & Associates LLC (Rise AI Academy)** in partnership with **DV Tech** as an employer partner.

**What makes this different:** This is built on a **registered apprenticeship + competency-based training model** with clear accountability, employer alignment, and audit-ready documentation.

**Community outcome:** Leon Valley residents gain **industry-relevant AI/digital skills, credentials, and a pathway to paid work-based learning and employment.**

**City benefit:** Leon Valley maintains prime sponsor authority, receives all federal funding, gets credit for workforce outcomes, and delegates operational delivery to experienced partners.

### 2) What We Heard (Your Potential Key Concerns)

**Concern A:** “The library has staff constraints.”

**Reality:** Library teams are already stretched thin.

**Concern B:** “YouthBuild ended badly.”

**Reality:** Many workforce programs fail due to understaffing, weak employer alignment, and heavy compliance/reporting burden.

**Concern C:** “We can't take on compliance risk.”

**Reality:** Grant and workforce reporting can create audit exposure if documentation is inconsistent.



## 2) City as Prime Sponsor Model (How This Works)

### What the City of Leon Valley does (oversight + authority)

- Serve as the **Prime Sponsor** for federal compliance and grant accountability
- Maintain final authority on program decisions and escalations
- Participate in **monthly oversight check-ins** (review outcomes dashboard + compliance status)
- Approve annual reports and federal submissions (with TREINS support)
- Ensure non-discrimination and EEO compliance

### What the Library does (community access + support)

- Provide physical space and visibility as the community access point
- Support community outreach (flyers, announcements, partner referrals)
- Participate in quarterly community forums or advisory meetings (optional)

### What TREINS does (operational delivery)

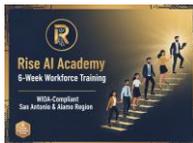
- Program operations, instruction delivery, and participant support coordination
- Documentation system (Notion + Google Drive) and audit-ready recordkeeping
- Monthly evaluation packets and performance reporting
- Employer coordination and work-based learning logistics
- All federal compliance documentation and DOL submissions (with City approval)
- Staff hiring, training, and management

### What DV Tech does (employer partnership)

- Provide supervised work-based learning opportunities
- Participate in monthly apprentice evaluations/sign-offs
- Support job placement pathways (as applicable)

**Bottom line:** The City maintains prime sponsor authority and receives credit for outcomes. TREINS handles day-to-day operations and compliance burden. The library provides community access and visibility.

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### 3) How \$2M Solves the Staffing Constraint

If the City has access to **\$2M**, the most effective use is to fund **dedicated workforce capacity** so the library is not overwhelmed and the City can maintain oversight without operational burden.

**Example staffing + support structure (illustrative):** - Program Lead / Instructor - Program Coordinator (operations + documentation) - Case Management / Supportive Services liaison - Employer Partnership & Placement support - Compliance/reporting support (as needed)

**Result:** The City builds sustainable capacity, maintains prime sponsor authority, and delegates execution to experienced partners.

---

### 4) Why This Won't Repeat YouthBuild Issues

Common failure points → Our solutions

- **Understaffing** → Dedicated program staff funded through the initiative
- **No employer pipeline** → Employer partner engagement built in from day one
- **Weak accountability** → Monthly evaluations + weekly reporting rhythm
- **Compliance overload** → Centralized documentation system + audit-ready binder
- **Participant barriers** → Supportive services coordination + early risk flagging
- **Unclear roles** → Prime sponsor (City), operational partner (TREINS), employer (DV Tech) — clear separation

---

### 6) Discussion Topics (What We Need to Align On)

1. **Prime sponsor structure:** Confirm City of Leon Valley as Prime Sponsor; TREINS as operational partner.
2. **Space + schedule:** Which library location(s), days/times, and room requirements.
3. **Target population:** Youth, dislocated workers, veterans, individuals with disabilities, or mixed cohorts.
4. **Cohort size + timeline:** Pilot cohort (recommended 10–15) and launch date.
5. **Staffing plan:** Which roles are funded and who hires/manages them (TREINS responsibility).
6. **Reporting + outcomes:** What metrics the City wants to see monthly (compliance dashboard + outcomes).
7. **Employer partnerships:** DV Tech scope + additional local employers.
8. **Risk management:** Data privacy, participant safety, and escalation procedures.
9. **MOU terms:** Roles, responsibilities, funding flow, compliance expectations, and dispute resolution.



## 7) Likely Objections + Suggested Solutions

Objection	Suggested Solution
“We don’t have staff to manage this.”	TREINS handles operations; City maintains oversight via monthly dashboards. No operational burden on City staff.
“We tried YouthBuild and it failed.”	Start with a small pilot cohort; implement monthly evaluations, employer alignment, and a documented accountability system.
“We can’t risk an audit.”	Use a standardized documentation system (Notion + Drive) with monthly compliance sweeps and an audit-ready binder. TREINS manages compliance; City reviews.
“What if participants don’t complete?”	Use structured onboarding, attendance tracking, early risk flagging, and supportive services coordination.
“What if the employer partner backs out?”	Use written commitments and maintain a pipeline of additional employer partners; design curriculum to be employer-agnostic.
“We want to maintain control as Prime Sponsor.”	City maintains final authority on all decisions; TREINS executes operationally. Monthly oversight meetings ensure alignment.
“How soon will we see results?”	30–60 days: enrollment + early skill gains; 6 months: portfolio + work-based learning; 12 months: completions + placements.
“What’s the cost to the City?”	Federal funding covers program costs. City’s role is oversight (minimal staff time). TREINS manages operations.



## 8) Suggested Next Steps

### Step 1: 30-minute working session (City Manager + Library lead + TREINS)

- Confirm prime sponsor structure, staffing approach, and oversight model

### Step 2: Pilot design (2 weeks)

- Finalize cohort size, schedule, target population, outcomes dashboard, and compliance reporting

### Step 3: Draft MOU (City of Leon Valley + TREINS + DV Tech)

- Prime sponsor roles, operational responsibilities, reporting, escalation, and compliance expectations

### Step 4: Launch pilot cohort

- Begin with 10–15 participants; review outcomes monthly; scale based on results

## 9) What Success Looks Like

- City maintains prime sponsor authority with minimal operational burden
- Monthly outcomes dashboard + compliance status delivered to City
- Documented participant progress, completion, and employment outcomes
- Employer-aligned skills and work-based learning opportunities
- A scalable model the City can expand to additional cohorts and employers
- Zero audit risk through standardized documentation and compliance management

## 10) Why Partner with TREINS & Rise AI Academy

- **Registered apprenticeship expertise:** DOL-compliant, competency-based program design
- **Employer partnerships:** Pre-secured DV Tech partnership; pipeline of additional employers
- **Operational excellence:** Proven systems for documentation, compliance, and reporting
- **Community focus:** Faith-centered, veteran-focused, disability-inclusive approach
- **Scalability:** Model designed to grow from pilot to 50+ apprentices/year

## Contact

### Tiffany Bradfield, MBA, LTC

Founder & Director, TREINS & Associates LLC (DBA Rise AI Academy)

Email: riseaitx@gmail.com | Phone: 1-817-454-5086

# U.S. DEPARTMENT OF LABOR Employment and Training Administration

## NOTICE OF AVAILABILITY OF FUNDS AND FUNDING OPPORTUNITY ANNOUNCEMENT FOR: YouthBuild 2025

**ANNOUNCEMENT TYPE:** Initial

**FUNDING OPPORTUNITY NUMBER:** FOA-ETA-26-38

**ASSISTANCE LISTING NUMBER:** 17.274

*Submit all applications in response to this announcement through <https://www.grants.gov>.*

### **FUNDING DETAIL:**

Expected Total Available Funding	\$98,000,000
Expected Number of Awards	57
Funding Range Per Award	\$1,000,000 - \$2,000,000

Awards made under this Announcement are subject to the availability of federal funds. In the event that additional funds become available, we reserve the right to use these funds to select more grantees from the applications submitted in response to this Announcement.

### **KEY DATES:**

Application Deadline	03/02/2026 We must receive applications no later than <b>11:59 pm Eastern Time.</b>
Expected Period of Performance Start Date	07/01/2026
Period of Performance Length	40

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## I. EXECUTIVE SUMMARY

The Employment and Training Administration (ETA), U.S. Department of Labor (DOL, or the Department, or we), announces the availability of grant funds for YouthBuild 2025.

Under this Funding Opportunity Announcement (FOA), the DOL will award grants through a competitive process to eligible public or private non-profit organizations or Tribal entities to provide pre-apprenticeship occupational skills training, education, and job placement services to disadvantaged and low-income youth. YouthBuild is a pre-apprenticeship program that prepares participants for quality jobs in various industry sectors and aligns with Executive Order 14278, “Preparing Americans for High-Paying Skilled Trade Jobs of the Future,” specifically by preparing participants to enter and succeed in Registered Apprenticeships. YouthBuild also includes wrap-around supportive services such as assistance in transportation, childcare, and housing. YouthBuild programs must offer participants construction training and hands-on experiences building affordable housing for their community. Programs may also include a Construction Plus component, providing vocational training in additional high-demand industries.

For further information or technical questions about this FOA, please contact Khanh Tran, Grants Management Specialist, Office of Grants Management, at YB\_FOA-ETA-26-38@dol.gov and specifically reference FOA-ETA-26-38. This Announcement is available on the ETA website at <https://www.dol.gov/agencies/eta/grants> and at <https://www.grants.gov>.

## II. ELIGIBILITY

### A. Eligible Applicants

#### **1. The following organizations are eligible to apply:**

- State governments
- County governments

- City or township governments
- Special district governments
- Independent school districts
- Public and State controlled institutions of higher education
- Private non-profit institutions of higher education
- Native American tribal governments (Federally recognized)
- Public housing authorities/Indian housing authorities
- Native American tribal organizations (other than Federally recognized tribal governments)
- Nonprofits having a 501(c)(3) status with the IRS, (including charter schools) other than institutions of higher education
- Nonprofits without 501(c)(3) status with the IRS, other than institutions of higher education

Subject to the number of quality applications, DOL intends to award at least 50 percent of the total available grant competition funding to eligible applicants previously funded by the DOL YouthBuild program that have demonstrated success in the program, referred to as Category A. DOL will award the remainder of funds to other qualifying organizations, referred to as Category B. Category A applicants can request funding between \$1,000,000 and \$2,000,000; Category B applicants can request funding between \$1,000,000 and \$1,500,000.

Entities that received funding from the FY 2024 YouthBuild competition [FOA-ETA-24-53] are ineligible to apply to this FOA. DOL assesses the eligibility of funding recipients based on an entity's unique Employer Identification Number (EIN). Additionally, DOL will award only one grant to an organization, which must have a unique EIN, and must not administer its program services at the same location as any other YouthBuild grantee. For governmental or public sector entities that share an EIN but have multiple locations, DOL will consider these entities as different entities provided they have separate Unique Entity Identifiers (UEI) and an active SAM.gov registration. Please see Section IV.A for more information about UEI and SAM registration.

Among eligible applicants listed above, the applicant agency or organization must also maintain a physical local presence in any identified target communities the applicant proposes to serve.

Faith-based organizations are encouraged to apply, as are all organizations. Those that meet the eligibility requirements may receive awards under this funding opportunity. DOL will not, in the selection of recipients and administration of the grant, discriminate on the basis of an organization's religious character, affiliation, exercise, or lack thereof, or on the basis of conduct that would not be considered grounds to favor or disfavor a similarly situated secular organization.

## **2. Number of Applications Applicants May Submit**

We will consider only one application from each organization. If an organization submits multiple applications, only the most recently received application that meets the deadline will be considered. If the most recent application is disqualified for any reason, we will not replace it with an earlier application.

## B. Cost Sharing

This program requires cost sharing (including matching) funds. These cost sharing funds may be in the form of cash or in-kind contributions and equal to **25 percent** of the total federal share of costs. Any resources contributed to the project in addition to cost sharing funds will be considered leveraged resources. Section [IV.B](#) provides more information on leveraged resources.

In accordance with 2 CFR 200.306, match amounts must be verifiable from the recipient's or sub-recipient's records, not included as contributions for any other federal award, necessary and reasonable for achieving the objectives of the federal award, and not provided by the Federal Government under another federal award.

Applicants should pay special attention to the requirements regarding match sources listed in [TEGL 05-10, Change 1](#), "Updated Guidance on Match and Allowable Construction and Other Capital Asset Costs for the YouthBuild Program," as well as the YouthBuild Selected Cost Items attachment.

Some examples of allowable match include commitments from non-federal public sources (e.g., states, municipalities, public school boards), charter schools, local trade or technical schools, and through the commitment of internal resources.

**Matching Waiver for U.S. Insular Areas, Pursuant to 48 U.S.C. §1469a(d):** For the purposes of this FOA, DOL does not require any match for grants made to the governments of American Samoa, Guam, the U.S. Virgin Islands, and the Commonwealth of the Northern Mariana Islands. Accordingly, DOL does not require these areas to include a match commitment in their applications, and DOL will not screen out these applications on that basis. However, even though DOL does not require matching funds from these areas, it encourages these areas to leverage resources, including dollars from federal sources.

**Matching Waiver for Tribal Entities:** In addition to the above waiver, DOL does not require any match for YouthBuild grants made to: Indian and Native American entities eligible for grants under Sec. 166 of WIOA, including federally and other than federally recognized Tribes, Native American non-profit organizations, and Native Hawaiian and Alaska Native organizations. Accordingly, DOL does not require these entities to include a match commitment in their applications, and DOL will not screen out these applications on that basis. However, even though DOL does not require matching funds from these areas, these entities are required to commit additional resources to the grant project. These additional resources may be leveraged resources, including dollars from federal sources, or other types of contributions.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section II.B Cost Sharing.

## C. Period of Performance

The performance period on the front page of this FOA includes all necessary implementation and start-up activities.

The 40-month period of performance includes three phases:

Months (Duration)	Phase	Activities

1 through 4* (up to 4)	Planning (optional, no participants enrolled)	Hiring staff, finalizing partnerships, revising budget, initiating participant recruitment plans, reconfirming work site financing and access, and reconfirming match funding
5* through 28 (at least 24)	Active Program (required, participants enrolled)	Education, occupational skills training, and youth leadership development activities
29 through 40 (12)	Follow-up (required, no participants enrolled)	Supportive services and tracking of participant outcomes for each cohort of youth

\* Grantees may opt to reduce the optional planning phase and extend active program time, though follow-up must be 12 months and the grant period of performance must not exceed 40 months.

Examples of a 40-month program planner can be found here:

[https://youthbuild.workforcegps.org/resources/2019/08/07/12/21/Program\\_Planner\\_Map](https://youthbuild.workforcegps.org/resources/2019/08/07/12/21/Program_Planner_Map) .

### 1. Planning

While this phase is optional, as grantees may instead choose to extend their active program, grantees must ensure the achievement of the following before enrolling participants:

- Hiring or committing of core program staff (including the three required core positions of Project Manager/Director, Case Manager, and Job Developer/Placement Specialist and Construction Trainer(s), Classroom Teacher(s), etc.), if not already hired;
- Contacting the local Workforce Development Board or American Job Center (AJC) to finalize Memoranda of Understanding (MOU) requirements, establish an infrastructure funding agreement, and make plans for collaborating with other required partners, including employers;
- Revising the program budget to reflect updates as necessary, e.g., contributions to AJC infrastructure costs;
- Solidifying relationships with all necessary partners for the successful delivery of services;
- Initiating recruitment and outreach efforts for enrollment of participants;
- Reconfirming work site financing and access (; and
- Reconfirming match sources and amounts.

Grantees should document any challenges (e.g., lack of response from a required partner) and share them with their Federal Project Officer (FPO) as early as possible.

### 2. Active Program

During this phase, grantees enroll and provide services for one or more cohorts of participants. As specified in 20 CFR 688.340, an eligible individual selected for participation in the program must be offered full-time participation in the program for not less than 6 months and not more than 24 months.

Grantees must structure their program to provide YouthBuild program participants education services and activities for at least 50 percent of the active program time. They must provide work

and skill development activities in occupational skills training for at least 40 percent of the active program time, which includes both time spent on the construction work sites or other hands-on work experience, as well as classroom training related to the occupational field. The 50-40 percent time allocation applies to the grant program as a whole and not to how one participant spends time in a component. Grantees can use the remaining 10 percent to further strengthen the vocational training component or the education services, or they can use this time for a distinct youth leadership development or community service-learning component.

### 3. Follow-Up

As each cohort of participants exits the program, grantee staff must track and report on individual participant outcomes and must make follow-up services available to all participants for 12 months. All participants must exit before the final 12 months of the overall period of performance, which is reserved for follow-up. Grantees may structure their program such that cohorts of participants exit before the final 12 months; in that case, some cohorts' follow-up phases may finish before the end of the overall period of performance.

Participants may decline to receive follow-up services, but grantees must attempt contact with each exited participant more than once for securing documentation to report a performance outcome. Under YouthBuild, as defined in 20 CFR 688.120 and 688.560, allowable follow-up services may include:

- Leadership development and supportive service activities;
- Regular contact with a participant's employer;
- Assistance in securing better paying jobs, career development, and further education;
- Work-related peer support groups;
- Adult mentoring;
- Services necessary to ensure the success of youth participants in employment and/or postsecondary education;
- Tuition assistance for obtaining college education credits or enrolling in a technical education; and
- Scholarships to pay for Registered Apprenticeship related technical instruction or necessary supportive services.

**Grantees must reserve a minimum of five percent of grant funds for the twelve-month follow-up phase.** Grantees must fully expend grant and match funds during the period of performance.

## III. PROGRAM DESCRIPTION

### A. Purpose

YouthBuild is a workforce development program that provides education, occupational training, and leadership development activities for disadvantaged and low income youth: individuals between the ages of 16 and 24, most who did not complete high school and face other barriers to employment. Eligibility requirements, including exceptions, are discussed below.

#### Pre-apprenticeship

The WIOA regulations at 20 CFR 688.120 recognize YouthBuild programs funded by DOL as pre-apprenticeship programs. Pre-apprenticeship, as defined in [20 CFR 681.480](#), means a program designed to prepare individuals to enter and succeed in a Registered Apprenticeship Program (RAP) and includes the following elements:

1. Training and curriculum that aligns with the skill needs of employers in the economy of the state or region involved;
2. Access to educational and career counseling and other supportive services, directly or indirectly;
3. Hands-on, meaningful learning activities that are connected to education and training activities, such as exploring career options, and understanding how the skills acquired through coursework can be applied toward a future career;
4. Opportunities to attain at least one industry-recognized credential; and
5. A partnership with one or more RAPs that assists in placing individuals who complete the pre-apprenticeship program in a RAP.

YouthBuild applicants must include construction skills training and may include occupational skills training in other in-demand industries. This expansion into additional in-demand industries is the Construction Plus component. For more information on Construction Plus please see Section III.G. Definitions.

### **Construction Skills Training and Work Sites**

Applicants must describe their plans to provide construction skills training while participants build or substantially renovate at least one unit of housing during the grant period of performance. Housing built and/or renovated by YouthBuild participants must be available only for homeless and/or low-income individuals and families, with this requirement stated in a restrictive covenant lasting at least five years. For more details about the requirements for housing constructed by YouthBuild participants, see [20 CFR 688.730](#).

Substantial renovation includes activities that will provide YouthBuild participants with significant construction experience and knowledge which prepares them for employment in the construction industry. Applicants should use their selected construction curriculum as a planning resource to ensure alignment with the skills participants can learn in hands-on work site experiences. Painting, cleaning, and changing fixtures, for example, do not constitute a comprehensive level of construction training. For guidance on construction credentials, refer to [TEGL 35-12](#). For guidance on qualifying work sites, refer to [TEGL 06-15](#).

Applicants must propose at least one construction work site and may propose no more than three with their grant application. Grantees may propose additional work sites during the grant period of performance.

Applicants must provide a separate, completed, and signed work site form (ETA-9143), with attachments, for each proposed work site. Applicants must include all ETA-9143 forms as attachments to the Project Narrative. These attachments do not count against page limitations. Attachment E of this FOA provides a link to download ETA-9143, as well as instructions for completion.

Consistent with [2 CFR 200.112](#), DOL requires grantees and subrecipients to have a written policy in place on conflicts of interest, including organizational conflicts of interest. The policy must include the process the recipient or subrecipient will take to identify, avoid, remove, and remedy conflicts of interest. Applicants must ensure that no employee, officer, or agent, any member of their immediate family, or an organization which employs or is about to employ any of the individuals listed here, has a financial or other interest in or a tangible personal benefit from the YouthBuild construction project proposed in this application.

Section 171(c)(2) permits YouthBuild grantees to use grant funds or other sources to pay for stipends or subsidized wages during the required construction component.

Applicants should also note that construction work sites that use funding from specific U.S. Department of Housing and Urban Development (HUD) programs may trigger Davis-Bacon and Related Acts (DBRA) requirements. DBRA prevailing wage rates generally equate to journeyman-level wages. For more information on DBRA generally, see [Davis-Bacon and Related Acts](#), and for YouthBuild compliance with DBRA, refer to [TEGL 11-16](#).

To ensure that grantees are meeting the minimum construction requirement, and to aid in collecting data on the impact of the YouthBuild program on local communities, grantees must complete and submit at least four Annual Housing Census forms, one for each reporting period that overlaps with the grant period of performance.

## **B. Program Goals and Objectives**

The goals of the YouthBuild program are to:

- Develop partnerships and pathways that lead directly to high-wage employment and placements in Registered Apprenticeship Programs (RAPs);
- Provide youth with workforce readiness skills to achieve economic self-sufficiency through the pursuit of post-secondary education, training, RAPs, and employment in in-demand occupations;
- Expand the supply of permanent affordable housing for low-income or homeless individuals and families;
- Encourage the alignment of the pre-apprenticeship model with training for construction industries, as well as in-demand industries through Construction Plus for participants who may not have an interest in a construction career or in local areas where construction may present less of a growth industry than other fields;
- Offer an educational alternative for young people interested in hands-on, meaningful learning activities, aligning with Executive Order 14191, “Expanding Educational Freedom and Opportunity for Families”
- Prepare participants to enter and succeed in RAPs, aligning with Executive Order 14278, “Preparing Americans for High-Paying Skilled Trade Jobs of the Future”; and
- Expand access to high-quality AI coursework and certifications, aligning with Executive Order 14277, “Advancing Artificial Intelligence Education for Youth”.

## **C. Expected Performance Outcomes**

DOL expects YouthBuild grantees awarded under this FOA to track and report on the primary indicators of performance as listed in WIOA Section 116(b)(2)(A)(ii). The YouthBuild program is held to the six WIOA primary indicators of performance for youth, as well as an additional indicator established by DOL. These indicators are:

1. Education and Employment Rate - Second Quarter After Exit;
2. Education and Employment Rate - Fourth Quarter After Exit;
3. Median Earnings - Second Quarter After Exit;
4. Credential Attainment;

5. Measurable Skill Gains;
6. Effectiveness in Serving Employers; and
7. Percentage of participants that enter a Registered Apprenticeship within one year of exit.

Additional information on WIOA performance indicators (the first six above) can be found at [Training and Employment Guidance Letter \(TEGL\) 10-16](#): “Performance Accountability Guidance for Workforce Innovation and Opportunity Act (WIOA) Core Programs.” DOL has added the seventh indicator for grantees funded under this competition in alignment with Executive Order 14278, “Preparing Americans for High-Paying Skilled Trade Jobs of the Future,” and its stated goal of reaching and surpassing 1 million active apprentices.

This FOA evaluates the Category A applicants based on the performance indicators above. Applicants should be prepared to demonstrate success with the seven performance indicators above, which will be used to evaluate applicants in future grant competitions.

The outcome goals for the successful applicants under this FOA are as follows:

<b>Performance Indicator</b>	<b>Outcome Goal</b>
Education and Employment Rate – Second Quarter After Exit	75%
Education and Employment Rate – Fourth Quarter After Exit	70%
Median Earnings – Second Quarter After Exit	\$6,000*
Credential Attainment	80%
Measurable Skill Gains	70%
Effectiveness in Serving Employers	50%
Percentage of participants that enter a Registered Apprenticeship within one year of exit	10%

\*ETA is reviewing data to determine ways to measure earnings for exiters in employment, and may require organizations awarded under this FOA to update employment data collection to assist with differentiating goals for exiters working part or full time.

### **D. Funding Type**

Funding will be provided in the form of a Grant. Throughout this FOA, all references to grants are applicable to cooperative agreements.

### **E. Eligible Participants**

Per [20 CFR 688.300](#), an individual is eligible to participate in a YouthBuild program if the individual:

1. Is 16-24 years old on the date of enrollment;
2. Left high school without a diploma, including an individual who left high school without a diploma and subsequently reenrolled; and
3. Is one or more of the following:
  - A member of a low-income family;
  - In foster care (including youth who have aged out of foster care);
  - An offender;
  - An individual with a disability;
  - The child of an incarcerated parent; or

- A migrant youth.

Not more than 25 percent of the participants in a YouthBuild program may be individuals who do not meet requirements 2 or 3 above, if such individuals:

1. Are basic skills deficient, as defined in [§ 688.120](#); or
2. Have been referred by a local secondary school for participation in a YouthBuild program.

### **Veterans' Priority for Participants**

[38 U.S.C. 4215](#) requires DOL grantees to provide priority to veterans and spouses of certain veterans for employment, training, and placement services in any job training program directly funded, in whole or in part, by DOL.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section III.E Veterans' Priority for Participants.

## **F. Program Authority**

Section 171 of WIOA (Pub. L. 113-128) authorizes this program.

## **G. Definitions**

### **1. Construction Plus**

Construction Plus (C+) is optional expansion into additional occupational skills training. Grantees approved for C+ must still train participants in construction and fulfill the requirement to build or substantially renovate at least one unit of housing during the grant period of performance. Grantees may require all participants to complete construction training before beginning C+ training, or they may give participants the option to choose between construction and C+. Category A applicants may propose one or more C+ fields. Category B applicants may propose only one C+ field.

C+ applicants must:

- Initiate relevant plans and partnerships at the time of grant application;
  - Grantees may not propose additional training fields after award
- Provide training either directly or through a contract;
  - Referring YouthBuild participants to training partners does not qualify as C+
- Include as an attachment separate Construction Plus Proposals for each additional industry proposed. You can find the Construction Plus Field Proposal under FORMS: <https://www.dol.gov/agencies/eta/youth/youthbuild>.

Each C+ Proposal must include:

- The field/industry proposed (e.g., advanced manufacturing, information technology including AI);
  - Specialized training within residential construction (e.g., weatherization) does not qualify as C+
- The projected labor market outlook demonstrating local need for proposed occupation;

- Which industry-recognized credential(s) will result;
  - Single-skill certificates (e.g., cardiopulmonary resuscitation (CPR), SERV Safe, Occupational Safety and Health Administration (OSHA) Safety Cards) do not qualify as C+
- How local Registered Apprenticeship Programs, employers, labor organizations, or unions will participate in training and hiring;
- The curriculum or training plan;
- How many participants the program anticipates training in the specific C+ industry;
- How the program will incorporate community service, youth leadership development, and work experience opportunities into the occupational skills training; and
- Letters of commitment for any partners supporting the C+ pathway, including at a minimum the work experience employer partner.

Per Executive Order 14269, “Restoring America’s Maritime Dominance,” DOL encourages C+ proposals that support training for skills relevant to the shipbuilding industry, such as pipefitting, shipfitting, and welding.

DOL encourages YouthBuild funds or other sources to also pay for stipends or subsidized wages during the C+ work experience.

DOL recommends that applicants review the following resources:

- [Construction Plus Field Proposal](#)
- [TEN 25-19](#) provides information on qualifying credentials.
- [TEGL 07-14, Change 1](#) shares a synopsis of what C+ entails.
- [WorkforceGPS - Construction Plus Framework](#) provides more information about C+ programming and how it can support successful YouthBuild program outcomes.

## 2. Service Area

DOL evaluates applications on the need for program services and the need for affordable housing in the proposed service area, as determined by poverty and youth labor force participation rates across identified zip codes.

DOL expects grantees to recruit and enroll participants who reside within the service area, but up to 20 percent of enrolled participants may reside elsewhere. Work sites should be within the service area and must be within a reasonable commuting distance of the service area.

## 3. Staffing

Grantees must have three core positions on staff for at least three years, i.e., 24 months of active programming and 12 months of follow-up. These positions may be part-time for some portion of that period, but the budget narrative should make their allocation to the program clear, e.g., the job developer may be 0.5 FTE during follow-up:

- The Project Manager/Director oversees all aspects of the grant, including staff supervision, program design, and required reporting.
- The Case Manager is responsible for participant files, including documentation of eligibility and services, and planning and documenting follow-up services.

- The Job Developer/Placement Specialist engages potential employers and ensures that youth that get employment placements are meeting employer expectations.

The core program staff described above must be in place before the enrollment of any program participant, not at the time of application. Each core position must be held by different individuals. DOL strongly encourages grantees to hire individuals with backgrounds relevant to the program purpose, such as individuals who have experienced housing instability or resided in low-income neighborhoods.

#### **4. Section 3 of the Housing and Urban Development Act of 1968 (12. U.S.C. 1701u)**

Section 3 of the Housing and Urban Development Act of 1968 requires that certain public construction projects provide job training, employment, and/or contracting opportunities for certain populations, including YouthBuild participants.

More information: [WorkforceGPS - HUD Section 3 Partnership](#)

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.G Definitions.

### **H. Funding Restrictions, Policies and Limitations**

All proposed project costs must be necessary and reasonable and in accordance with federal guidelines.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section III.H Funding Restrictions, Policies and Limitations.

#### **Administrative Cost Limitation**

Grantees are limited to **10 percent** of the grant to pay administrative costs that are associated with the program or project. Under [20 CFR 683.215](#), administrative costs include both personnel and non-personnel costs, as well as direct and indirect costs, in carrying out activities under Title I of WIOA that are not related to the direct provision of workforce investment services (including services to participants and employers). Administrative costs do not need to be identified separately from program costs on the SF-424A Budget Information Form, but they must be tracked through the recipient's accounting system. To claim any administrative costs that are also indirect costs, the applicant must get an Indirect Cost Rate Agreement from its federal Cognizant Agency or be eligible to use the 15 percent de minimis rate (see the [2025 Application Guide](#), Section III.H Funding Restrictions, Policies and Limitations). For WIOA grants, all costs charged as a result of the de minimis rate will be counted towards the administrative cost limitation specified above.

#### **Evaluation and Data-Related Costs**

Labor and other costs related to data and evaluation are allowable, as defined in 2 CFR Part 200.455. Data and evaluation activities may include staff participating in interviews, focus groups, and surveys; staff working to execute data sharing agreements; staff preparing datasets required for an evaluation; staff participating in evaluation meetings; and other costs related to DOL's evaluations and data-related activities.

#### **Use of Grant Funds for Participant Wages**

Section 171(c)(2) of WIOA permits YouthBuild grantees to use funds to provide needs-based payments, stipends, wages, including subsidized wages, or benefits to help enable program participants to participate in the program. Needs-based payments, stipends, wages, and benefits provided under YouthBuild grants must accord with the policies and procedures of the grantee organization. Wages can compensate youth at the same rates (including periodic increases) as similar trainees or employees in the construction fields, and rates must accord with all applicable laws. Stipends can provide a weekly living allowance to those participating in the program, designed to help with transportation, living expenses, day care, etc. Per Section 181(a)(2) of WIOA, payments to participants in the YouthBuild program do not count as income for the purposes of determining eligibility for and the amount of income transfer and in-kind aid provided to participants through any federal or federally-assisted program, except as provided under the Social Security Act.

Needs-based payments refer to additional payments (beyond regular stipends for program participation) that are based on defined needs that enable youth to participate in the program. Under 20 CFR 688.320(a)(7)(ii), to provide needs-based payments, the grantee must have a written policy in place which defines (1) eligibility; (2) the amounts; and (3) the required documentation and criteria for payments. This policy must be applied consistently to all program participants.

Please note that there are legal and financial obligations activated by paying participants wages or stipends. DOL encourages applicants to seek legal and/or accounting advice before setting up or changing the funding system to ensure compliance with IRS and DOL requirements, and to help participants determine their income tax liability.

### **Salary and Bonus Limitations**

By law, no “Employment and Training Administration” appropriated funds may be used by a recipient or subrecipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II. The Executive Level II salary may change yearly and is located on the [OPM.gov website](http://OPM.gov). This limitation does not apply to contractors (vendors) providing goods and services as defined in 2 CFR 200.331. Where states are recipients of such funds, states may establish a lower limit for salaries and bonuses paid by subrecipients. To establish these limits, states may consider the relative cost of living in the state, the salary levels for comparable state or local government employees, and the size of the organizations that administer Federal programs involved, including ETA programs. See the Section I.B and the [Program Authority](#) found in TEGL 10-24 for additional information.

## **I. Required Partnerships**

### **American Job Centers**

As described in 20 CFR 688.380, a grantee funded under this announcement is a required partner of the local American Job Center (AJC, also known as one-stop career center) and is subject to the provisions relating to such partners described in 20 CFR part 678. As a required partner, the grantee must:

- Provide access to its programs or activities at the AJC and any other appropriate locations;

- Use a portion of funds to provide applicable career services, work collaboratively with Workforce Development Boards (WDBs), and jointly fund the one-stop infrastructure;
- Enter into a memorandum of understanding (MOU) with the Local WDB;
- Participate in the operation of the one-stop delivery system; and
- Provide representation on the WDBs as required and participate in Board committees as needed.

Applicants should initiate the partnership conversation with their Local WDB prior to submitting their grant application to ensure that their proposed budget reflects likely infrastructure sharing costs, shared staffing (such as the job developer, if applicable), etc.

This partnership is a shared responsibility between the AJC and the YouthBuild grantee. Grantees must document efforts to establish this partnership and any challenges (e.g., lack of response from American Job Center staff) and share them with their Federal Project Officer (FPO) as early as possible.

## **IV. APPLICATION CONTENT AND FORMAT**

Applications submitted in response to this FOA must consist of four separate and distinct parts:

- A. SF-424, “Application for Federal Assistance”;
- B. Project Budget, composed of the SF-424A and Budget Narrative;
- C. Project Narrative; and
- D. Attachments to the Project Narrative.

You must make sure that the funding amount requested is consistent across all parts and sub-parts of the application. You must submit your application in one package. Documents received separately will be tracked separately and will not be attached to your application for review.

### **A. SF-424, Application for Federal Assistance**

You must complete the SF-424, “Application for Federal Assistance”

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section IV.A SF-424 Application for Federal Assistance.

### **B. Project Budget, Composed of the SF-424A and Budget Narrative**

You must complete the SF-424A Budget Information Form and a Budget Narrative. The Budget and Budget Narrative do not count against the page limit requirements for the Project Narrative.

The Budget Narrative must have a cost-per-participant at or under \$23,000.

### **Participant Enrollment**

Applicants must propose the number of participants that they will enroll and serve if funded under this announcement. DOL will divide the amount of funds requested (not including match funds) by this enrollment goal to estimate the cost per participant, which may not exceed \$23,000 at the time of application. For example, a grantee that receives \$1,500,000 must enroll no fewer than 66 participants but may enroll more than 66 participants. The cost per participant creates a minimum goal for participant enrollment during the period of performance; it is not a limit on enrollment or the kinds of supports a grantee can offer any individual participant.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section IV.B Project Budget, Composed of the SF-424A and Budget Narrative.

## C. Project Narrative

You must include a Project Narrative with your application. The Project Narrative shows that the applicant can implement the grant project explained in this Announcement. Applicants must describe how they will meet the requirements listed below. Applicants must show that their planned activities will meet the project goals. As appropriate, applicants should see Section IX. Resources, E. DOL’s Clearinghouse for Evaluation and Research (CLEAR) and DOL’s Chief Evaluation Office as well as F. Data and Other Evidence Resources for starting places to find research that could provide evidence of a sound approach.

The Project Narrative is limited to 25 double-spaced single-sided 8.5 x 11-inch pages with Times New Roman 12-point text font and 1-inch margins. It must include the section headers listed below. The agency will evaluate the Project Narrative using the evaluation criteria identified in Section VI.B. We will not read or consider any materials beyond the specified page limit (except for attachments listed in Section IV.D that impact the scoring of the application).

### a. Service Area (Up to 12 Points)

#### 1. Youth Labor Force Participation Rate (Maximum 6 Points)

The applicant must provide, across all zip codes that make up the proposed service area, the weighted average labor force participation (LFP) rate (rounded to one decimal place) from the American Community Survey (ACS) LFP data available at <http://www.census.gov>. The national LFP rate for youth ages 16–24 against which DOL will evaluate applicants is 59.2 percent (using 5-year ACS weighted average estimates as of 2023).

These data are broken into two youth age subsets: 16–19 and 20–24. Applicants must provide, as an attachment, a print-out or screenshot of the ACS data source information used that shows a link to the specific data source. Applicants that fail to provide an attachment showing the ACS data source information used will receive 0 points for the LFP Rate rating factor.

For specific instructions on how to locate and calculate the information requested here, see Appendix A. Additionally, to assist with the weighted average calculations, applicants are encouraged to use the “Weighted Average Worksheet”, a formatted Excel spreadsheet available for download at <https://www.dol.gov/agencies/eta/youth/youthbuild/> under the “Forms” section.

DOL will score applicants based on the weighted average youth LFP rate across the zip codes that the applicant proposes to serve. If the weighted average LFP rate for youth ages 16 to 24 years for the proposed zip code is:

- less than 59.2 percent: 6 Points.
- between 59.2 and 62.2 percent: 4 Points.
- between 62.2 and 65.2 percent: 2 Points.
- greater than 65.2 percent: 0 Points.

#### 2. Poverty Rate (Maximum 6 Points)

The applicant must provide, across all zip codes that make up the proposed service area, the weighted average poverty rate from the ACS poverty data available at <http://www.census.gov>.

The national poverty rate against which DOL will evaluate applicants is 12.8 percent (using 5-year ACS estimates as of 2023).

Applicants must provide, as an attachment, the print-out or screenshot of the ACS data source information used. Applicants that fail to provide as an attachment, containing the ACS data source information used will receive 0 points for the Poverty Rate rating factor.

For specific instructions on how to locate and calculate the information requested here, see Appendix B and C. Additionally, to assist with the weighted average calculations, applicants are encouraged to use the “Weighted Average Worksheet”, a formatted Excel spreadsheet available for download at <https://www.dol.gov/agencies/eta/youth/youthbuild/> under the “Forms” section.

DOL will score applicants based on the weighted average poverty rate across all zip codes that the applicant proposes to serve. If the weighted average poverty rate is:

- 12.8 percent or more across all zip codes to be served: 6 Points.
- between 9.8 percent and 12.7 percent across all zip codes to be served: 4 Points.
- between 6.8 percent and 9.7 percent across all zip codes to be served: 2 Points.
- less than 6.7 percent across all zip codes to be served: 0 Points

#### **b. Education (Up to 14 Points)**

**As described in Section II.B.2 grantees must offer education services and related activities to participants during at least 50 percent of their active program time.**

To receive full points for this section, applicants must fully address each of the following:

- The applicant must describe the academic services that it will offer to YouthBuild participants, including how it will provide participants with opportunities to develop AI literacy skills.
- The applicant must describe how it will provide participants with opportunities to transition to post-secondary education and/or advanced occupational skills training.
- The applicant must describe the qualifications and experience of education staff and the use of partner organizations, where appropriate, for the education component; and how it will determine whether a student has mastered a skill.
- The applicant must describe how the education services align with the hands-on skill training for the construction component of the program and, if applicable, the Construction Plus component. They must include the training strategy, the training schedule and explain the integration between classroom based and hands-on skills training.

#### **c. Construction and Other Occupational Skills Training (Up to 10 Points)**

**As described in Section II.B.2, grantees must offer at least 40 percent of their active program time on providing work and skills development activities in occupational skills training.**

##### **1. Hands-on Meaningful Learning Activities (Maximum 6 Points)**

To receive full points for this section, applicants must fully address each of the following:

- Applicants must describe their plan to ensure that sufficient youth will participate in the construction skills training to build or renovate at least one unit of housing over the grant period of performance. The applicant must also describe the primary construction training curriculum that will be offered and the credential the youth will be receiving.
- The applicant must describe the use of work site safety training as outlined by OSHA to ensure youth safety and responsibility on work sites. Applicants may refer to OSHA's Youth Safety page available at <https://www.osha.gov/young-workers>. Applicants must describe how it will provide participants with information on their rights under labor and employment laws, including the Fair Labor Standards Act and the Occupational Safety and Health Act.
- The roles and responsibilities for all the staff involved in preparing and conducting the trainings, including ensuring the certification of trainers.

## **2. Connecting Education and Training (Maximum 4 Points)**

To receive full points for this section, applicants must fully address each of the following:

- The applicant must describe the curriculum and training plan for each industry training offered (construction and Construction Plus, if applicable), including shadowing employees in their specialized areas, the plan for ensuring sufficient class and hands-on training hours, and the testing and certification process to achieve the credentials to all participants.
- Applicants must describe how they will ensure program activities are directly connected to and lead to high-quality post-program placements that include: Registered Apprenticeship, employment that has high growth potential, and/or career pathways.
- The applicant must describe the industry-recognized credentialing opportunities that it will offer to participants, how these credentials align with the industry training's provided, and the accrediting agency that supports the recognition of the credential, as described in section 7.D of TEGl 10-16, Change 3 (<https://www.dol.gov/agencies/eta/advisories/tegl-10-16-change-3>)

### **d. Leadership Development and Community Service (Up to 4 Points)**

**One of the goals of the YouthBuild program is to foster the development of employment and leadership skills and commitment to community development among youth in low-income communities. As described in Section II.B.2, applicants may allocate up to 10% of their program time on community service and youth leadership opportunities alongside the education and occupational skills training components of the program.**

To receive full points for this section, applicants must fully address each of the following:

- The applicant must describe the community service learning and/or leadership development opportunities it will offer participants.
- The applicant must describe how it will train staff to incorporate principles of youth leadership development, and how to encourage youth participant input in program activities.

### **e. Program Planning (Up to 8 Points)**

#### **1. Staffing Strategy (Maximum 4 Points)**

To receive full points for this section, applicants must fully address each of the following:

- Describe the staffing strategy during all three program phases (start-up, active program services, and follow-up), how the applicant will retain staff, and address staff turnover if the need arises.
- Where staff are shared among multiple programs of an organization, applicants must indicate in the staffing plan how the organization will track staff time and ensure sufficient resources for the effort.
- The applicant must describe the contingency plan to ensure that alternative services can be quickly implemented should barriers arise, such as inclement weather, loss of worksites, or the loss of certified trainers or program partners.

## **2. Program Implementation (Maximum 4 Points)**

To receive full points for this section, applicants must fully address each of the following:

- Describe how the applicant will document efforts to offer participants the required allotment of activities, i.e., education during at least 50 percent of program time, skills development during at least 40 percent of program time, and leadership development for up to 10 percent of program time.
- The applicant must describe the approach for recruiting, assessing, and supporting the training of participants.
- The applicant must describe the integrated approach to post-program placement planning and follow-up period. These descriptions must include how the applicant plans to minimize the number of participants who cannot be located or contacted during the follow-up period.

## **f. Supportive Services and Post Program Follow-Up (Up to 8 Points)**

Applicants must describe the supportive services they will offer participants. Under YouthBuild, as defined in 20 CFR 681.570, allowable supportive services during the active program time and during the required 12-month follow-up period may include the following program elements:

- Linkages to community services;
- Assistance with transportation, childcare, housing, education testing, work attire and work-related tools, books, fees, and school supplies;
- Needs-related payments;
- Reasonable accommodations for youth with disabilities;
- Referrals to health care; and
- Payments and fees for employment and training-related applications, tests, and certifications.

To receive full points for this section, applicants must fully address each of the below items in all industries in which they provide training:

- The applicant must describe how it will ensure that all youth participants are offered supportive services during active program time and in an ongoing manner during the twelve-month post exit period.

- The applicant must describe work readiness and career exploration opportunities offered to youth and how it will provide educational and career counseling.
- The applicant must describe the post-program transition services that it will offer to prepare youth for employment placements (including Registered Apprenticeship) and/or educational placements, including the use of tuition assistance, scholarships, assessments of college and career readiness, the need for ongoing supportive and post-program services, and opportunities for advanced training.
- The applicant must describe how it will link participants to opportunities with apprenticeship programs, local community colleges, or four-year colleges, particularly for youth who may receive a state-recognized high school equivalency degree rather than a traditional high school diploma.
- The applicant must describe a clear and feasible plan that ensures the placement of participants into post-program employment, which includes the Job Developer engaging potential employers, ensuring that youth that get employment placements are meeting employer expectations, and creating a network of employment opportunities, including internships and unsubsidized employment.

### **g. Partners and Partnership Engagement Strategies (Up to 16 Points)**

Applicants must identify and describe the key partners whom the applicant anticipates will help implement and operate the proposed YouthBuild project in all industries in which they provide training. The roles for key partners must be verified through a signed letter of commitment submitted by each partner including any resources committed, match or otherwise, as appropriate. For more details on what match commitment letters must contain, see Section III.B. Letters of commitment will not count against the 25-page limit of the Project Narrative.

#### **1. Partnerships (Maximum 6 Points)**

To receive full points for this section, applicants must fully address each of the following:

- The applicant must identify partners and describe how each will support planning, implementation, operation, and meeting the goals of the program. The applicant must include a letter of commitment or an MOU from each partner that clearly specifies their role, contribution(s), associated timeline(s) and, if applicable, any participant activities the partner will oversee.
- The applicant must describe how it will fulfill the responsibilities of being a required one-stop partner, including making services available through an American Job Center. Additionally, applicants must describe their approach to accessing industry employers through the Business Services Representatives or other relevant job developer staff at American Job Centers.
- The applicant must describe how it will connect with community colleges, four-year universities, and trade schools to assist youth in applying, enrolling, and seeking financial aid to support continuing post-secondary education.
- The applicant must describe how it will connect with community-based organizations and programs such as Temporary Assistance for Needy Families (TANF), Supplemental Nutrition Assistance Program (SNAP), the WIOA Title II (Adult Education and Family Literacy) and the Title IV (Vocational Rehabilitation) programs. If applicable, the

applicant must describe its approach to co-enrolling participants in the WIOA Title I Youth or Adult programs for access to additional resources.

## **2. Employer Engagement Strategies (Maximum 6 Points)**

To receive full points for this section, applicants must fully address each of the following:

- The applicant must describe its approach for targeting employers, including any distinct approaches used to target specific industry employers (e.g., information technology or healthcare), including through Registered Apprenticeship Programs.
- The Applicants must also describe their outreach strategy to engage with employers. The strategy must include how applicants will engage employers to provide youth participants with work experience and career exploration activities, and their approach to working with the local workforce development board to leverage employer partnerships through board members.
- The applicant must describe the approach for ongoing communication with, and feedback from, employers, to ensure the program’s engagement strategy meets their needs.

## **3. Apprenticeship Connections (Maximum 4 Points)**

To receive four points for this section, applicants must provide documentation (i.e., memorandum of understanding or letter of commitment) of a partnership with a Registered Apprenticeship Program (RAP) that provides opportunities for direct entry to qualified exited participants. Alternatively, applicants may receive two points for this section if they provide documentation of engagement (e.g., email communication) with the relevant state apprenticeship agency/office to achieve a partnership with a RAP. To receive two points, documentation must include agency/office commitment to facilitate connections with other state apprenticeship stakeholders within four months of award. Documentation without such a commitment will receive zero points. This documentation must be provided as an attachment to the application.

## **h. Budget, Budget Narrative, and Match Narrative (Up to 4 Points)**

The budget and Budget Narrative provided as attachments to the application are used to evaluate this section. Please see Section IV.B for information on the requirements. The Budget and Budget Narrative do not count against the page limit requirements for the Project Narrative.

To receive full points for this section, applicants must fully address each of the below items:

- The applicant must provide a budget narrative that describes all the costs associated with each line item on the SF-424A. Unless the applicant is eligible for waiver of match, as described in section III.B of the FOA, the applicant must also provide a Match Narrative that describes the projected match funds expenditures, delineated by the same expenditure categories as on the budget narrative. If applicable, both the Budget Narrative and Match Narrative must include a description of leveraged resources provided to support grant activities.
- The totals on the SF-424A and the Budget Narrative must align.
- Applicants must include, at a minimum, a Project Manager/Director, a Case Manager, and a Job Developer/Placement Specialist, either through direct employment or contracting for some portion of an FTE for all 24 months of active programming and 12 months of follow-up within the period of performance.

- If including Construction Plus, the applicant must clearly document in the budget narrative/match narrative that grant and/or match funds will support the Construction Plus component of the program, either through the cost of the instructor, the cost of tuition at a community college partner, or some other substantial direct training-related cost.

**i. Past Performance - Category A Programmatic Capability (Up to 24 Points)**

Organizations that have previously received and completed a 2017 (FOA-ETA-17-03), 2018 (FOA-ETA-18-04), or 2019 (FOA-ETA-19-04) YouthBuild grant award from DOL will receive points based on past performance demonstrated by their quarterly performance report submissions. DOL will review the WIOA measures, using the outcomes reported in the WIOA Supplemental Report and the Quarterly Financial Report (ETA-9130). Applicants do not need to submit these reports as attachments; DOL will use data previously submitted through the YouthBuild MIS and the DOL financial reporting system. In the event that the requested quarterly report is not submitted or available, the most recent previous report will serve this purpose.

For Category A applicants, DOL will evaluate the three performance measures below for this criterion:

- placement in education or employment in the second quarter after exit;
- placement in education or employment in the fourth quarter after exit;
- credential attainment

**If the applicant's organization received multiple YouthBuild awards within the relevant Category A funding years, the applicant's abstract must indicate which grant DOL should evaluate. If the abstract does not indicate a grant, DOL will evaluate the criteria in this section for the most recently awarded grant from the Fiscal Years described above. DOL will review the final quarterly performance report submitted.**

Please note: Performance Goals will be scored based on the percentage of the target achieved.

DOL will evaluate Category A applicants using the following criteria:

**(1) Performance Outcomes (Maximum 21 Points)**

Category A applicants that met less than 70% of their qualifying grant's minimum enrollment will receive 0 points for this section.

**i. Placement in Education or Employment in the Second Quarter rate, as defined under WIOA (Maximum 7 Points):**

- 70.00 percent or higher will receive 7 points.
- 65.00 percent – 69.99 percent will receive 6 points.
- 60.00 percent – 64.99 percent will receive 5 points.
- 55.00 percent – 59.99 percent will receive 4 points.
- 50.00 percent – 54.99 percent will receive 3 points.

- 45.00 percent – 49.99 percent will receive 2 points.
- 40.00 percent – 44.99 percent will receive 1 point.
- 39.99 percent or below will receive 0 points.

ii. Placement in Education or Employment in the Fourth Quarter, as defined under WIOA **(Maximum 7 Points):**

- 70.00 percent or higher will receive 7 points.
- 65.00 percent – 69.99 percent will receive 6 points.
- 60.00 percent – 64.99 percent will receive 5 points.
- 55.00 percent – 59.99 percent will receive 4 points.
- 50.00 percent – 54.99 percent will receive 3 points.
- 45.00 percent – 49.99 percent will receive 3 points.
- 40.00 percent – 44.99 percent will receive 1 point.
- 39.99 percent or below will receive 0 points.

iii. Credential Attainment rate, as defined under WIOA **(Maximum 7 Points):**

- 80.00 percent or higher will receive 7 points
- 75.00 percent – 79.99 percent will receive 6 points.
- 70.00 percent – 74.99 percent will receive 5 points.
- 65.00 percent – 69.99 percent will receive 4 points.
- 60.00 percent – 64.99 percent will receive 3 points.
- 55.00 percent – 59.99 percent will receive 2 points.
- 50.00 percent – 54.99 percent will receive 1 point.
- 49.99 percent or below will receive 0 points.

**(2) Spending Rate Analysis During the Original Period of Performance (Maximum 2 Points):**

For Organizations that received a YouthBuild award in FY 2017, 2018, or 2019, DOL will award points as follows:

Category A applicants that expended, during the original period of performance:

- at least 90 percent of grant funds and met 100 percent of their match requirement (25 percent of the grant award) will receive 2 points.
- at least 80 percent but less than 90 percent of grant funds and met 100 percent of their match requirement (25 percent of the grant award) will receive 1 point.
- less than 80 percent of grant funds, even if they expended 100 percent of match funds, will receive 0 points.
- did not meet 100 percent of their match requirement (25 percent of the grant award), regardless of the percentage of funds expended, will also receive 0 points.

**(3) Proof of Completed Unit of Housing (1 Point or No Points))**

Submit one Annual Housing Census form that shows the completion of at least one unit of housing from the YouthBuild grant award that qualified your organization as Category A. The form is available for download at <https://www.dol.gov/agencies/eta/youth/youthbuild>.

**j. Past Performance - Category B Programmatic Capability (Up to 24 Points)**

Category B applicants must provide data from a previous project, according to the following guidelines:

The Category B applicant must have completed a project similar in size, scope, and outcomes to the YouthBuild program within 5 years of the closing date of this announcement. The applicant may have funded this project directly or through a grant, including DOL grants for which they were a sub-recipient and other federally or non-federally funded assistance agreements. Federally funded assistance agreements include federal grants and cooperative agreements but not federal contracts. Applicants whose role in a grant was as a subgrantee must request verification directly from the grant recipient. It is the responsibility of the applicant to request past grant performance verification, and to do so in a timely manner that allows for response.

Category B applicants must submit a chart of past performance for the most recently completed relevant project that identifies and describes three performance metrics, listed below, and the performance outcomes. Applicants must include the metric of employment/education placement and choose at least one of the two other metrics (or substantially similar metrics) in demonstrating past performance. For the third metric, the applicant may substitute a different metric in lieu of either credential attainment or retention in education or employment, if data for one of these metrics is not available. If the applicant uses a substitute metric, it must have been a requirement established by the applicant's grantor.

The metrics include:

- Employment or education placement (required);
- Credential attainment (or similar); and
- Retention in education or employment (or similar)

In the past performance chart, Category B applicants must provide information in the sample chart below:

<b>Name of Previous Grantor Organization:</b>				
<b>Grantor Contact - Name, Title, Signature (if non-ETA grant), E-mail Address, and Telephone Number:</b>				
<b>Project Title and Grant Number:</b>				
<b>Project Period of Performance:</b>				
<b>Number of Participants Enrolled:</b>				
<b>Population Served:</b>				
<b>Performance Goals</b>				
<b>Performance Indicator</b>	<b>Goal</b>	<b>Outcome</b>	<b>Outcome /Goal (Fraction)</b>	<b>Rate of Goal Achievement (Percentage)</b>

<i>Employment/education placement</i>	60	58	58/60	97%
<i>Credential/degree attainment</i>	100	105	105/100	105%
<b>Spending Rate Analysis</b>				
<b>Grant Funds Received:</b>	<b>Grant Funds Spent by end of the Original Period of Performance:</b>		<b>Total Spent / Total Grant Funds</b>	<b>Percentage Rate of Spending:</b>
<i>Example: \$1,000,000</i>	<i>\$800,000</i>		<i>\$800,000 / \$1,000,000</i>	<i>80%</i>

The performance outcomes must be displayed as both a fraction (i.e., the numerator equal to the number of program participants who achieved the identified metric and the denominator equal to the total program participants eligible for the identified metric) and a percentage.

For non-ETA grants, the chart must be signed by the grantor or a signed letter must be provided from the grantor verifying the past performance data on grantor letterhead. Additionally, applicants who funded their own project must provide two points of contact for verification.

Category B applicants will receive points based on past performance demonstrated in the performance chart attachment. The performance chart attachment must clearly identify the three metrics and must include a definition for how each outcome is calculated (i.e., the numerator and denominator for the outcome). DOL reserves the right to disqualify any metrics provided which DOL determines are not sufficiently similar to the metrics required above and to award zero points for the non-qualifying metric(s).

DOL expects, at a minimum, that the description of performance metrics will specify the population and outcome of the numerator and those eligible for the outcome in the denominator. For example, if using the employment/education placement metric, a clear performance metric description is: Participants ages 18-21 placed into unsubsidized jobs within one year of program completion divided by all participants ages 18-21 served by the program that completed the program within the past year.

All Category B applicants must provide a performance chart. If a Category B applicant is submitting past performance information about a project it directly funded, the performance chart must clearly state that and list the names and contact information of at least two associated personnel who can verify the performance data. If submitting a grant-funded project, the chart must include **previous grantor contact information** and a **signed past performance chart or a signed grantor verification letter on the grantor’s letterhead**. **Category B applicants that do not provide these items will receive 0 points for rating factors 1-2 below.**

Please note: Performance Goals will be scored based on the percentage of the target achieved. DOL will evaluate Category B Applicants using the following criteria:

**(1) Size and Scope (3 Points or No Points)**

As stated, the applicant must have completed a project similar in size and scope to the YouthBuild program within the last five years. Applicants that have not completed a project similar in size and scope to the YouthBuild program within the last five years will receive 0

points for this rating factor and will receive 0 points for the Performance Goals rating factor below.

- Budget of the completed project is at least \$500,000.
- Must have enrolled at least 30 participants during the grant period.
- Must have provided education and workforce development and training services.

**(2) Performance Outcomes (Maximum 21 Points)**

The applicant must choose employment/education placement and at least one of the two other metrics, credential attainment or retention in education/employment (or substantially similar metrics) in demonstrating past performance. For the third metric, the applicant must provide another performance metric, which may be the third metric from the list specified above or a similar metric from their grantor. The applicant will receive 0 points for any metric that does not meet these requirements.

i. Employment/Education Placement (**Maximum 7 points**). Category B applicants with a placement outcome rate of:

- 75.00 percent or higher will receive 7 points.
- 70.00 percent – 74.99 percent will receive 6 points.
- 65.00 percent – 69.99 percent will receive 5 points.
- 60.00 percent – 64.99 percent will receive 4 points.
- 55.00 percent – 59.99 percent will receive 3 points.
- 50.00 percent – 54.99 percent will receive 2 points.
- 49.99 percent or below will receive 0 points.

ii. Metric 2 (i.e., Credential) (**Maximum 7 points**). Category B applicants with a Metric 2 outcome rate of:

- 75.00 percent or higher will receive 7 points.
- 70.00 percent – 74.99 percent will receive 6 points.
- 65.00 percent – 69.99 percent will receive 5 points.
- 60.00 percent – 64.99 percent will receive 4 points.
- 55.00 percent – 59.99 percent will receive 3 points.
- 54.99 percent or below will receive 0 points.

iii. Metric 3 (i.e., Retention in Education or Employment) (**Maximum 7 points**). Category B applicants with a Metric 3 outcome rate of:

- 75.00 percent or higher will receive 7 points.
- 70.00 percent – 74.99 percent will receive 6 points.
- 65.00 percent - 69.99 percent will receive 5 points.
- 60.00 percent – 64.99 percent will receive 4 points.
- 55.00 percent – 59.99 percent will receive 3 points.
- 54.99 percent or below will receive 0 points.

**k. Priority Consideration Points - Educational Freedom (2 Points or No Points)**

To receive 2 additional bonus points, applicants must demonstrate in the Abstract:

1. they are a private, faith-based, or public charter school (based on Unique Entity Identifier);  
or
2. they have a partnership (e.g., through a memorandum of understanding) with one or more of the following:
  - a. a private, faith-based, or public charter school that includes the provision of education services, such as those specified in 20 CFR 688.320(a)(4) through (7),
  - b. the local school district that establishes the YouthBuild program as an alternative to compulsory secondary education, and/or
  - c. a local postsecondary school (e.g., community college) that includes the opportunity for dual enrollment for participants. Only the Educational Freedom information provided in the Abstract will be reviewed to determine whether the application will receive these priority consideration points.

**l. Priority Consideration Points - Sectoral Priorities: AI Literacy (and Application in Occupational Skills Training) and/or Shipbuilding Trades (Up to 2 Points)**

To receive 1 additional bonus point, applicants must demonstrate in the Abstract:

1. identify specific efforts that will equip participants with AI literacy skills that they will incorporate within occupational skills training (construction and/or Construction Plus),
2. describe the specific content areas of AI literacy skills that participants will be equipped with (e.g., understanding AI's core concepts, capabilities, and limitations, prompting AI effectively, evaluating AI outputs for accuracy, completeness, and relevance, managing AI responsibly),
3. describe the specific delivery strategies of the AI literacy efforts within the occupational skills training (e.g., delivering AI literacy through practical, hands-on experiences, integrating AI literacy into existing training and processes, providing structured routes for progressing to more advanced, specialized AI skills), and
4. describe how they will track individual participant progress in gaining AI literacy skills.

To receive 1 additional bonus point, applicants must:

- identify specific shipbuilding skills (e.g., pipefitting, welding, machining, shipfitting) for which participants will receive training, and
- describe specific efforts that will equip participants with skills relevant in the shipbuilding industry that they will incorporate within occupational skills training (construction and/or Construction Plus).

To receive both bonus points, applicants must address all six bullets above. It is not sufficient to refer to AI literacy skills or shipbuilding trades generally; applicants must include specific content areas and delivery/tracking strategies for incorporating AI literacy skills and/or shipbuilding trades with industry-related training plans. Also note that only the information

provided in the Abstract will be reviewed to determine whether the application will receive these priority consideration points.

## **D. Attachments to the Project Narrative**

In addition to the Project Narrative, the application also includes required and requested attachments as explained below (see Section [VI.A](#) on which required attachments must be submitted in order for the application to be reviewed). These attachments must be clearly labeled and do not count toward the Project Narrative page limit. Any other attachments included beyond those listed below will not be reviewed in the scoring of the application.

We encourage applicants to name the files using the document names listed below. Do not include special characters (e.g. &,-,\*,%,/,#). However, underscores (for example: My\_Attached\_File.pdf) to separate a file name are acceptable.

### **1. Required Attachments**

#### **a. Abstract**

You must submit an up to three-page abstract summarizing the proposed project. If you do not submit the abstract, your application will still be reviewed, but it may impact your score. See Section VI.A for a list of items that will result in the disqualification of your application. If you are selected for an award, the information provided in your abstract may be published to a public facing website as a summary of your project. The abstract must include the following:

- the applicant's name;
- the project title;
- the funding level requested;
- the cost sharing or matching funds amount;
  - if the applicant is eligible for the matching waiver as described in Section II.B. Cost Sharing and intends to waive match, please state so.
- whether the applicant is applying as a Category A (previously-funded) or Category B (new) applicant;
- for a Category A (previously-funded) applicant, the previous YouthBuild grant number that demonstrates qualification of the applicant (i.e., the applicant's grant number from any of the FY 2017 (FOA-ETA-17-03), FY 2018 (FOA-ETA-18-04), or FY 2019 (FOA-ETA-19-04) grant cycles);
- the number of participants to be served;
- the cost-per-participant;
- construction credential offered (e.g., HBI Pact, MC3, NCCER);
- whether the applicant is applying for Construction Plus;
- whether the target service area is urban, rural, or Native American or Tribal
- list of zip codes to be served;
- a brief summary of the proposed project;
- priority consideration – provide the Educational Freedom information described in section IV.C.k. of the Project Narrative above;

- priority consideration – provide the AI Literacy and Application in Occupational Skills Training and/or Shipbuilding Trades information described in section IV.C.i. of the Project Narrative above.

### **b. Work Site Form**

The applicant must submit a minimum of one and a maximum of three signed Work Site Form(s) (ETA-9143) including all required attachments, which describes the planned work site(s) that the applicant will use for on-site housing rehabilitation and construction training for youth participants. If your application does not include at least one Work Site Form, it will be disqualified and will not move forward through the merit review process. Find this form at <https://www.dol.gov/agencies/eta/youth/youthbuild/> by selecting “Form ETA-9143 – Work Site and Annual Housing Census” under the Forms section. All applicants must use the ETA-9143 form available at the above website, which as of the date of this FOA has an expiration date of 11/30/2024, and will be updated after that date.

DOL will not accept previous versions of the work site form. Applicants should submit up to three separate work site forms for consideration; DOL will not review more than three work site forms. Note that Attachment E provides instructions for completing the ETA-9143 form and all required attachments.

- Prior to finalization of the grant award document, and before DOL releases grant funds, grantees must reconfirm information about the work site(s) and the applicant’s access to the property(ies). DOL may also require this same re-verification process of grantees after their first year of performance to ensure that necessary work sites remain available during the grant cycle.
- Applicants should note that there is a second section of the Work Site Form, called the “Housing Census Form.” Applicants do not need to fill out this portion of the form at the time of application or award. DOL will require this census from awarded applicants in August of each year for the previous 12-month period, as a means of tracking the total units of housing completed by YouthBuild programs.

## **2. Requested Attachments**

We request the following attachments. If you do not submit the attachments, your application will still be reviewed, but it will impact your score, unless otherwise noted.

### **a. Past Performance Documentation (Category B Applicants Only)**

This attachment must include both the Past Performance Chart and the Grantor Verification Letter (if the chart is not signed by the Grantor).

See Section IV.C.j for requirements and sample format chart. Category B applicants that are using a grant provided directly from ETA should not request or provide a grantor signature on the Past Performance Chart.

These documents must be uploaded as an attachment to the application package and labeled “Past Performance.”

### **b. Letters of Commitment or MOUs**

Submit signed and dated Letters of Commitment or Memoranda of Understanding between the applicant and partner organizations described in IV.C.g.1 of the Project Narrative and/or sub-grantees that propose to provide services to support or evaluate the program model and lead to the identified outcomes.

Additionally, as stated in Section IV.C.g.3 of the Project Narrative, applicants must provide documentation (i.e., memorandum of understanding or letter of commitment) of a partnership with a Registered Apprenticeship Program that provides opportunities for direct entry to qualified exited participants. Alternatively, applicants may provide documentation of engagement (e.g., email communication) with the relevant state apprenticeship agency/office to achieve a partnership with a Registered Apprenticeship.

These letters must be uploaded as an attachment to the application package and labeled “Letters of Commitment.”

**c. Indirect Cost Rate Agreement**

If you are requesting indirect costs based on a Negotiated Indirect Cost Rate Agreement approved by your federal Cognizant Agency, then attach the most recently approved Agreement. For more information, see the [2025 Application Guide](#), Section III.H. This attachment does not impact scoring of the application.

This document must be uploaded as an attachment to the application package and labeled “NICRA.”

**d. Financial System Risk Assessment Information**

All applicants are requested to submit Funding Opportunity Announcement Financial System Risk Assessment Information. See Section VI.D for additional instructions. This attachment does not impact the scoring of the application.

**e. Source Documentation for Service Area Data**

Applicants must provide print-outs or screenshots of the sources of all data (including American Community Survey data and the Attachment D Excel spreadsheet) used for the youth labor force participation rate and poverty rate so that DOL may validate data and calculations. If an applicant must use alternate sources, the applicant must explain this in the project narrative, along with the citation used and the print-out for that data source. This attachment impacts scoring of the application as discussed in the evaluation criteria in Section IV.C.a.

**f. Proof of 501(c)(3) or other Non-Profit Status**

We encourage entities applying as a non-profit organization to provide verification of 501(c)(3) or other non-profit status. This attachment does not impact scoring of the application.

**g. Construction Plus Description**

Applicants pursuing Construction Plus training must attach the Construction Plus Field Proposal or an alternative document that contains all requested information from the Construction Plus Proposal template for each Construction Plus industry proposed. Category A applicants may propose multiple Construction Plus industries; Category B applicants may

propose no more than one Construction Plus industry. Each attached template or alternative document must not exceed two pages. For any applicant proposing a Construction Plus program, it must include the Construction Plus Field Proposal as an attachment and must describe all additional skills training beyond construction skills training. The Construction Plus Field Proposal Template is available to applicants online under the Forms section: <https://www.dol.gov/agencies/eta/youth/youthbuild/>. Please note that the Construction Plus Field Proposal Template includes an example of a completed template filled in by a fictional applicant proposing a fictional construction program. As stated, construction training is part of every YouthBuild program application and does not require a separate proposal, this is only an example. This attachment impacts scoring as specified in Section III.G.1.

#### **h. Zip Code Map**

Please provide a map of the proposed service area zip codes, as produced by <https://www.unitedstateszipcodes.org/> or a similar web site that can map zip code areas. This attachment does not impact scoring of the application.

#### **i. Proof of Local Presence for Non-Contiguous Service Areas (if applicable)**

If applicants propose to serve multiple service areas that are not contiguous or closely located, they must provide as documentation of local organizational presence such as a rental agreement or proof of ownership of office space in each separate service area. This documentation must include the address of each property and the property must not be co-located with other existing YouthBuild programs. The address(es) should correspond to service area(s) identified throughout the application. This attachment does not impact scoring of the application.

## **V. SUBMISSION REQUIREMENTS AND DEADLINES**

### **A. How to Obtain an Application Package**

This FOA, found at [www.Grants.gov](http://www.Grants.gov) and <https://www.dol.gov/agencies/eta/grants/apply/find-opportunities> contains all of the information and links to forms needed to apply for grant funding.

### **B. Unique Entity Identifier and System for Award Management**

All applicants for Federal grant funding must have a Unique Entity Identifier and be registered in the System for Award Management.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section V.B Unique Entity Identifier and System for Award Management.

### **C. Submission Instructions**

Applicants must electronically submit their application through [Grants.gov](http://Grants.gov) by 11:59 p.m. Eastern Time on 03/02/2026. We will not review applications received after 11:59 p.m. Eastern Time on the closing date. We will not accept applications sent by hardcopy (mail or hand delivery), e-mail, telegram, or facsimile (FAX).

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section V.C Submission Instructions.

### D. Intergovernmental Review

This funding opportunity is not subject to Executive Order 12372, “Intergovernmental Review of Federal Programs.”

### E. Other Submission Requirements

If you encounter a problem with Grants.gov and do not find an answer in any of the other resources, call 1-800-518-4726 or 606-545-5035 to speak to a Customer Support Representative or email [support@grants.gov](mailto:support@grants.gov).

## VI. APPLICATION REVIEW INFORMATION

### A. Responsiveness Review

#### Application Screening Criteria

Use the checklist below as a guide when preparing your application package to ensure your application meets all of the screening criteria and contains all required items. Applicants should not include the checklist in the application package. Applications that do not meet all the requirements in the table below will not move forward through the merit review process or be considered for an award.

Application Requirement	Instructions	Complete?
Submission requirements are met	Section <a href="#">V.C</a>	
Eligibility criteria are met	Section <a href="#">II.A</a>	
Components of the application are saved in one of the specified formats and are not corrupt. ( <i>We will attempt to open the document but will not take any additional measures in the event of problems with opening.</i> )	Section <a href="#">V.C</a>	
SAM Registration	Section <a href="#">V.B</a>	
SF-424 includes a Unique Entity Identifier (UEI) and line 18a. is within the grant award range of \$1 million to \$2 million for Category A applicants and \$1 million to \$1.5 million for Category B applicants.	Section <a href="#">V.B</a>	
SF-424 lists the 25% cost sharing amount on line 18b, if applicable	Section <a href="#">IV.B</a>	
SF-424A, Budget Information Form	Section <a href="#">IV.B</a>	
Budget Narrative	Section <a href="#">IV.B</a>	
Match Narrative	Section II.B	
Project Narrative	Section <a href="#">IV.C</a>	
Work Site Form(s) (ETA-9143) for each work site (may submit up to three separate work site forms with attachments; only three work site forms will be reviewed)	Section IV.D	

<b>B. Review Criteria</b>	
<b>Criterion</b>	<b>Points (Maximum)</b>
<b>a. Service Area</b> 1. Youth Labor Force Participation Rate 2. Poverty Rate (See Section IV.C.a)	<b>12 Points Total</b> 6 Points 6 Points
<b>b. Education</b> (See Section IV.C.b)	<b>14 Points</b>
<b>c. Construction and Other Occupational Skills</b> 1. Hands-On Meaningful Learning Activities 2. Connecting Education and Training (See Section IV.C.c)	<b>10 Points Total</b> 6 Points 4 Points
<b>d. Leadership Development and Community Service</b> (See Section IV.C.d)	<b>4 Points Total</b>
<b>e. Program Planning</b> 1. Staffing Strategy 2. Program Implementation (See Section IV.C.e)	<b>8 Points Total</b> 4 Points 4 Points
<b>f. Supportive Services and Post-Program Follow-up</b> (See Section IV.C.f)	<b>8 Points Total</b>
<b>g. Partners</b> 1. Partnerships 2. Employer Engagement Strategies 3. Apprenticeship Connections (See Section IV.C.g)	<b>16 Points Total</b> 6 Points 6 Points 4 Points
<b>h. Budget, Budget Narrative, and Match Narrative</b> (See Section IV.C.h)	<b>4 Points Total</b>
<b>i. Past Performance Category A</b> 1. Performance Outcomes 3. Spending Rate Analysis 3. Proof of Completed Unit of Housing	<b>24 Points Total</b> 21 Points 2 Points 1 Point
<b>j. Past Performance Category B</b> 1. Size and Scope 2. Performance Outcomes	<b>24 Points Total</b> 3 Points 21 Points
<b>k. Priority Consideration - Educational Freedom</b>	<b>2 Points Total</b>
<b>l. Priority Consideration - Sectoral Priorities: AI Literacy and/or Shipbuilding Trades</b>	<b>2 Points Total</b>

<b>Total</b>	<b>104</b>
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For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VI.B Review Criteria.

## **C. Review and Selection Process**

### **Merit Review and Selection Process**

A technical merit review panel will carefully evaluate applications based on the selection criteria. As outlined in section [VI.B](#) above, the selection criteria are based on the policy goals, and priorities explained in this FOA.

Up to 104 points may be awarded to an applicant, depending on the quality of the responses provided. The final scores (which may include the mathematical normalization of review panels) will serve as the primary basis for selecting applications for funding. The panel results are advisory in nature and not binding on the Grant Officer. The Grant Officer can make selections based solely on the final scores or to take into consideration other relevant factors when applicable. Such factors may include the geographic distribution of funds, Construction Plus industries proposed, availability of funds and other relevant factors. The Grant Officer may consider any information that comes to their attention.

The government may elect to award the grant(s) with or without discussion with the applicant. If a grant is awarded without discussion, the award will be based on the applicant’s signature on the SF-424, including electronic signature via E-Authentication on <https://www.grants.gov>, which constitutes a binding offer by the applicant.

Prior to issuance, and annually thereafter, awards will be subject to review by one or more DOL senior appointees, or their designees, according to the process described in [Executive Order 14332, “Improving Oversight of Federal Grantmaking.”](#)

## **D. Risk Review**

### **Risk Review Process**

Before making an award, ETA will consider any information about the applicant that is in the responsibility/qualification records available in SAM.gov (see 41 U.S.C. 2313). For ETA to assess the applicant’s Financial System, all applicants need to submit the Financial Risk Assessment explained in the application guide (Section VI.D) at the link below.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VI.D Risk Review.

A Financial System Assessment template can be found in the Related Documents tab under this announcement on Grants.gov

## **VII. AWARD NOTICES**

### **A. Award Document**

A Federal Notice of Award document, signed by the Grant Officer, is the official document that obligates funds. If selected, this document will be provided electronically.

## **B. Award Timing and Notification to Applicants**

All award notifications will be posted on the ETA Homepage at <https://www.dol.gov/agencies/eta/>. Applicants selected for award will be contacted directly before the grant’s execution. Non-selected applicants will be notified by email and may request a written debriefing on the significant weaknesses of their application.

Selection of an organization as a recipient does not mean that their grant application is approved as submitted. Before the actual grant is awarded, we may enter into negotiations about such items as program components, staffing and funding levels, and administrative systems in place to support grant implementation. If the negotiations do not result in a mutually acceptable submission, the Grant Officer reserves the right to terminate the negotiations and decline to fund the application. We reserve the right not to fund any application related to this FOA.

# **VIII. POST AWARD REQUIREMENTS AND ADMINISTRATION**

## **A. Administrative and National Policy Requirements**

### **1. Administrative Program Requirements**

All grantees will be subject to all applicable federal laws and regulations, including the OMB Uniform Guidance, and the terms and conditions of the award.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **2. Religious Activities**

Faith-based organizations are encouraged to apply, as are all organizations. Those that meet the eligibility requirements may receive awards under this funding opportunity. DOL will not, in the selection of recipients and administration of the grant, discriminate on the basis of an organization’s religious character, affiliation, exercise, or lack thereof, or on the basis of conduct that would not be considered grounds to favor or disfavor a similarly situated secular organization.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **3. Other Legal Requirements**

For a complete understanding of the application requirements on Lobbying or Fundraising with Federal Funds; Transparency Act; Safeguarding Data Including Personally Identifiable Information (PII); Record Retention; Use of Contracts and Subawards; and Grant Closeout, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **4. Other Administrative Standards and Provisions**

Except as specifically provided in this FOA, our acceptance of an application and an award of federal funds to sponsor any program(s) does not provide a waiver of any grant requirements and/or procedures. For example, the OMB Uniform Guidance requires that an entity’s procurement procedures ensure that all procurement transactions are conducted, as much as practical, to provide full and open competition. If an application identifies a specific entity to

provide goods or services, the award does not provide the justification or basis to sole source the procurement (i.e., avoid competition).

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **DOL Disclaimer**

If applicable, a standard ETA disclaimer needs to be on all products developed in whole or in part with grant funds.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **Intellectual Property Rights and Open Licensing**

All work created using grant funds must be in a format that is readily accessible and available for open licensing to the public. This is required by 2 CFR Part 2900.13, and 2 CFR 200.315(d) to ensure DOL funds have as broad an impact as possible and to encourage innovation and the development of new learning materials.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **Credential Transparency**

DOL requires that grantees make publicly available information about industry-recognized credentials using linked open data formats that support full transparency and interoperability. This ensures individuals, employers, educators, and training providers have access to the most complete, current and beneficial information about providers, programs credentials, and competencies supported by federal funds.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **WIOA Infrastructure**

All one-stop partner programs including all programs funded under title I of WIOA are required to contribute to the infrastructure costs and certain additional costs of the one-stop delivery system in proportion to their use and relative benefits received as required in 20 CFR 678.700 and 678.760. The sharing and allocation of infrastructure costs between one-stop partners is governed by WIOA sec. 121(h), WIOA's implementing regulations, and the federal Cost Principles contained in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR Part 200 (Uniform Guidance). The federal Cost Principles state that a partner's contribution is an allowable, reasonable, necessary, and allocable cost to the program and is consistent with other legal requirements. A list of the required One-Stop partner programs is available at 20 CFR 678.400.

## **5. Special Program Requirements**

### **a. DOL Evaluation**

As a condition of grant award, as per 2 CFR Part 200.301, grantees are required to participate in an evaluation, if undertaken by DOL.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.A Administrative and National Policy Requirements.

### **b. Performance Goals**

Applicants will be held to outcomes provided in their application. Failure to meet outcomes may result in technical assistance, intervention by ETA, or may have a significant impact on future grants with ETA.

## **B. Reporting**

You must meet DOL reporting requirements for quarterly financial and performance reports.

For a complete understanding of this application requirement, see the [2025 Application Guide](#), Section VIII.B Reporting.

## **IX. RESOURCES**

For additional information on A. Web-Based Resources; B. Industry Competency Models and Career Clusters; C. WorkforceGPS; D. SkillsCommons; E. DOL’s Clearinghouse for Evaluation and Research (CLEAR); and F. Data and Other Evidence Research Resources, see the [2025 Application Guide](#), Section IX External Resources.

YouthBuild - Related Guidance Resources

Applicants should refer to the following advisories for policy and guidance related to YouthBuild. All documents are available at <https://www.dol.gov/agencies/eta/advisories>.

TEGL 12-22 – Award Closeout Process for Expired Grants and Agreements

TEGL 09-22 – Workforce Innovation and Opportunity Act Title I Youth Formula Program Guidance

TEGL 23-19, Change 2– Guidance for Validating Required Performance Data Submitted by Grant Recipients of U.S. Department of Labor (DOL) Workforce Programs

TEN 25-19 – Understanding Postsecondary Credentials in the Public Workforce System

TEGL 14-18 – Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the U.S. Department of Labor (DOL)

TEGL 26-16 – Guidance on the use of Supplemental Wage Information to implement the Performance Accountability Requirements under the Workforce Innovation and Opportunity Act

TEGL 17-16 – Infrastructure Funding of the One-Stop Delivery System

TEGL 16-16 – One-Stop Operations Guidance for the American Job Center Network

TEGL 11-16, Change 1 – YouthBuild Compliance with Davis-Bacon and Related Acts (DBRA)

TEGL 10-16, Change 3 – Performance Accountability Guidance for Workforce Innovation and Opportunity Act (WIOA) Title I, Title II, Title III and Title IV Core Programs

TEN 08-16 – Implementation of an Integrated Performance Reporting System for Multiple Employment and Training Administration (ETA) and Veterans' Employment and Training Service (VETS) Administered Programs

TEGL 06-15 – Qualifying Work Sites and Construction Projects for YouthBuild Grantees

TEGL 07-14, Change 1 – Updated Guidance for Implementing the “Construction Plus” Component of the YouthBuild Program, as authorized by the Workforce Innovation and Opportunity Act (WIOA)

TEGL 35-12 – Definition and Guidance on Allowable Construction Credentials for YouthBuild Programs

TEGL 05-10, Change 1 – Updated Guidance on Match and Allowable Construction and Other Capital Asset Costs for the YouthBuild Program

TEGL 14-09 – Mental Toughness/Orientation Allowable Costs in a YouthBuild Program

TEN 44-07 – Providing Strategies to the One-Stop Career Center System on Collaborating with YouthBuild Programs.

The following reports are available at <https://www.dol.gov/agencies/eta/research/publications>

Research Report: Laying a Foundation: Four-Year Results from the National YouthBuild Evaluation

Research Report: Building a Future: Interim Impact Findings from the YouthBuild Evaluation

Research Report: Adapting to Local Context: Findings from the YouthBuild Evaluation Implementation Study

Research Report: Models of Youth Registered Apprenticeship Expansion

## **X. OMB INFORMATION COLLECTION**

OMB Information Collection No 1225-0086, Expires June 30, 2028.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. Public reporting burden for this collection of information is estimated to average 50 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments about the burden estimated or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, to the attention of the Departmental Clearance Officer, 200 Constitution Avenue NW, Room N1301, Washington, D.C. 20210. Comments may also be emailed to: [DOL\\_PRA\\_PUBLIC@dol.gov](mailto:DOL_PRA_PUBLIC@dol.gov).

**PLEASE DO NOT RETURN YOUR GRANT APPLICATION TO THIS ADDRESS. SEND ONLY COMMENTS ABOUT THE BURDEN CAUSED BY THE COLLECTION OF INFORMATION TO THIS ADDRESS. SEND YOUR GRANT APPLICATION TO THE SPONSORING AGENCY AS SPECIFIED EARLIER IN THIS ANNOUNCEMENT.**

This information is being collected for the purpose of awarding a grant. DOL will use the information collected through this “Funding Opportunity Announcement” to ensure that grants are awarded to the applicants best suited to perform the functions of the grant. This information is required to be considered for this grant.

Signed December 23, 2025 in Washington, D.C. by:

Chaya Anderson  
Grant Officer, Employment and Training Administration

## **APPENDIX A - Instructions for Finding Labor Force Participation Data Using the United States Census Bureau Data**

Please find the Weighted Average Labor Force Participation Data Worksheet at [YouthBuild | U.S. Department of Labor \(dol.gov\)](#) under Forms.

1. Go to <https://data.census.gov/>
2. Type: S2301 in the box and click the first “S2301: Employment Status”.
3. At the top of the table, beneath the table name, click on the box that says “2024: ACS 1-Year Estimates Subject Tables’ and switch to ‘2023: ACS 5-Year Estimates Subject Tables’.
4. Next, on the left hand side of the page, under Geographies, click “Zip Code Tabulation Area”
5. Select your state.
6. Search for your zip code then select your zip code, or if using multiple zip codes, select all applicable zip codes.
7. Once you select the applicable zip code(s) click the X at the top right of the box.
8. First determine the civilian labor force for each age group. To find the civilian labor force for each age group, use the labor force participation rate estimate for the populations aged 16 to 19 and 20 to 24 (Scroll right on the table to find the labor force participation rate estimate). Multiply the total estimated population of that age group by the labor force participation rate for the same population to determine the civilian labor force number.
9. Next, to determine the total number of unemployed youth in each age group, use the labor force participation rate estimate for the populations 16 to 19 years and 20 to 24. Multiply the civilian labor force of that age group by the labor force participation rate for the same population. Add the two numbers together to determine the total number of youth aged 16 to 24 that are unemployed within the zip code.
10. Divide the total unemployed population aged 16 to 24 by the total civilian labor force aged 16 to 24 (as determined by adding the total civilian labor force value for 16 to 19 and 20 to 24) to provide a weighted average rate of youth labor force participation in the targeted area(s).
11. If serving an area that encompasses multiple zip codes, add together the total estimated number of unemployed youths in each age group for each zip code and divide this total number by the total civilian labor force value for 16 to 24 for all zip codes. Divide the total number of youth unemployed across all zip codes by the total civilian labor force across all zip codes to determine the weighted average labor force participation rate for the proposed service area.

## **APPENDIX B - Instructions for Finding Poverty Data Using the United States Census Bureau Data**

Please find the Poverty Data Worksheet at [YouthBuild | U.S. Department of Labor \(dol.gov\)](#) under Forms.

1. Go to <https://data.census.gov/>
2. Type: S1701 in the box and click the first “S1701: Poverty Status in the Past 12 Months”
3. At the top of the table, beneath the table name, click on the box that says “2024: ACS 1-Year Estimates Subject Tables’ and switch to ‘2023: ACS 5-Year Estimates Subject Tables’.
4. Next, on the left hand side of the page, under Geographies, click “Zip Code Tabulation Area”
5. Select your state.
6. Select your zip code, or if using multiple zip codes, select all applicable zip codes.
7. Once you select the applicable zip code(s) click the X at the top right of the box.
8. To determine poverty rates, use the “percent below poverty level” estimate for the total population for your target service area.
9. If serving an area that encompasses multiple zip codes, add the below poverty level estimate for the total population for whom poverty status is determined for each zip code to be served. Add the total estimated population for whom poverty status is determined for each zip code. Divide the total number below poverty level across the zip codes being targeted by the total population for whom poverty status is determined. This is your weighted average poverty rate for the proposed service area.

## **APPENDIX C - Instructions for Finding Poverty Data Using the United States Census Bureau Data for Indian reservations, Oklahoma Tribal Statistical Areas, Native Alaskan Villages, or Native Hawaiian Homelands**

Please find the Poverty Data Worksheet at [YouthBuild | U.S. Department of Labor \(dol.gov\)](#) under Forms.

1. Go to <https://data.census.gov/advanced>
2. On the left-hand side of the page, under the Topics heading click on “Income and Poverty”
3. In the middle of the page, select "Poverty." It has a little arrow icon next to it. Then select the "Poverty" check box and click "Search" on the bottom right of the screen.
4. Go to the left-hand side of the screen under “Geographies”. Click on “All Geography” and select “American Indian Area/Alaska Native Area/Hawaiian Homeland”.
5. Here is where you can select a reservation, Oklahoma Tribal Statistical Area, or Hawaiian Homeland.
6. At the very top of the dropdown menu you can use the search function to search for a specific reservation, Oklahoma Tribal Statistical Area, or Hawaiian Home Land. In this example, the search function was used for the White Earth Reservation in Minnesota.
7. After selecting the White Earth Reservation, click on the “Search” button at the very bottom right hand corner of the screen.

8. The 24.4% poverty rate shown is the poverty rate for all people on the White Earth Reservation. To show the poverty for American Indians alone living on the White Earth Reservation click on “Explore Data” underlined in red immediately above the 24.4%.
9. In the table that comes up, scroll down to American Indian and Native Alaskan alone and to the right to see the which is the poverty rate to submit in your application.



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# Leon Valley City Council Packet — YouthBuild Support Request

## 1) Purpose of This Request

Rise AI Academy (TREINS & Associates LLC) respectfully requests that the **City of Leon Valley** and the **City of Leon Valley Library** support a community workforce initiative connected to the U.S. Department of Labor YouthBuild grant.

**What we are requesting from Leon Valley:** - A **Letter of Support** for the initiative (**sample attached for City letterhead**) - A simple **MOU** stating Leon Valley's support and willingness to provide **classroom/community meeting space** at the Library (as available) (**draft attached for reference**)

**What we are NOT requesting:** - We are **not** requesting that Leon Valley serve as the Prime Applicant, fiscal agent, or payroll administrator for the grant.

This structure is intentional to reduce administrative burden on the City while still allowing Leon Valley residents to benefit from training, career pathways, and community engagement.

## 2) Initiative Overview

Rise AI Academy is building an AI-first workforce pathway that helps young people and adults gain job-ready skills in **six weeks**, then transition into longer-term apprenticeship and employment pathways.

The YouthBuild-connected initiative will focus on two core outcomes: - **AI Solutions Specialist** (core) - **Construction Management Certificate** (core)

Additional career tracks may be added as the coalition expands.

## 3) Who This Serves

This initiative is designed to serve **youth and young adults ages 16–24**, with community-based access points that reduce barriers to participation.



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#### 4) Why Leon Valley is a Strong Community Host Site

Leon Valley is well-positioned to serve as a welcoming, accessible community hub for: - Youth and young adults seeking career pathways - Families seeking digital access and workforce resources - Community partners providing wraparound services

The Library is a trusted public space for learning and community meetings, making it an ideal location for orientations, workshops, and training sessions.

#### 5) What Rise AI Academy Will Provide (So the City is Not Burdened)

Rise AI Academy will provide: - Program leadership, coordination, and compliance management - Instructors, curriculum, and participant support - Scheduling coordination with Library staff - Participant tracking, outcomes reporting, and continuous improvement - Insurance coverage and safety procedures for program activities

#### 6) What Leon Valley / Library Would Provide (As Available)

Leon Valley and the City of Leon Valley Library would provide (as available and mutually scheduled): - **Meeting room / classroom access** for training sessions and public meetings - **Use of the Community Services Building behind the Library for overflow** (as available) - **Public computers and Wi-Fi** access for in-house training - **Printing/scanning** access - A **staff coordination point-of-contact** for scheduling and facility coordination

#### 7) Coalition Model (Professional Partners + Community Ambassadors)

Rise AI Academy is convening a coalition of professionals who serve as **Ambassadors**—partners with a vested commitment to the success of youth and families entering construction and AI-enabled careers.

The coalition is designed to be: - **Collaborative and accountable** (clear roles, performance expectations) - **Secure** (Mutual NDA + need-to-know sharing) - **Scalable** (repeatable model that can expand to additional sites)



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## 8) Prime Applicant & Administrative Structure

- **Prime Applicant (planned):** TREINS & Associates LLC dba Rise AI Academy
- **Contingency Prime options (if needed):** BCASA and/or Boone Construction
- **Community host/support sites (requested):** City of Leon Valley and City of Leon Valley Library

Leon Valley's role is **being positioned and requested to serve the role** as a **supporting community partner and host site**, not an administrative lead.

## 9) Community-Positive Positioning

Rise AI Academy values Leon Valley's leadership and community presence. Our intent is to build a model that is easy for the City to support and that can grow over time.

If Leon Valley is able to support this initiative, we will be honored to list the City and Library as a community host and partner. If Leon Valley is not able to participate at this time, Rise AI Academy will continue developing the initiative with other community partners while keeping the door open for future collaboration.



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## 10) Current Operational Readiness & Partner Summary

The initiative is operationally ready to launch with current partners and will continue to grow as additional partners complete LOIs/MOUs.

### Coalition Partners — Active

Partner	Website	Primary role in the initiative
Rise AI Academy (TREINS & Associates LLC)	<a href="http://www.riseai.solutions">www.riseai.solutions</a>	Prime applicant (planned); program leadership; 6-week training delivery; compliance coordination; participant support; data governance
DV-Tech Consulting (Daniel Isele)	<a href="https://www.dv-techconsulting.com/">https://www.dv-techconsulting.com/</a>	Technology partner; learning systems and infrastructure; data support; potential placement pathway
Boone Construction Management (Henry Boone)	<a href="https://www.booneconstructionm.com/">https://www.booneconstructionm.com/</a>	Construction management training; worksite exposure and/or placement pathway
WSAN Radio (Ronald Gordon)	<a href="https://wsanradio.com/">https://wsanradio.com/</a>	Community outreach, marketing amplification, and public awareness
BCASA (Vivian Maren)	<a href="https://blackcontractorsa.org/">https://blackcontractorsa.org/</a>	Construction employer pipeline; industry engagement; partner connections
Warhawk Group Security (Point of Contact: Dedrick Turner)	<a href="https://warhawkss.com/">https://warhawkss.com/</a>	Security coordination services: uniformed presence, de-escalation, safety protocols, and incident reporting for field days/worksites
Tyrone Darden (Grant Writer)	<a href="https://news4sanantonio.com/sa-living/serving-san-antonio-with-the-george-">https://news4sanantonio.com/sa-living/serving-san-antonio-with-the-george-</a>	Proposal narrative development; compliance integration; partner



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Partner	Website	Primary role in the initiative
	<a href="https://www.gervin-academy.org">gervin-academy-08-29-2023</a>	LOI/MOU coordination support

### Marketing video:

[https://drive.google.com/file/d/18JHlacWU3DWFh4eCJMnwFOFqC04OR\\_Is/view?usp=sharing](https://drive.google.com/file/d/18JHlacWU3DWFh4eCJMnwFOFqC04OR_Is/view?usp=sharing)

## Coalition Partners — In Progress

Partner	Website	Intended role
George Gervin Academy	<a href="https://www.gervin-school.org/">https://www.gervin-school.org/</a>	<b>GED completion partner</b> and wraparound support for academic success
Urban League (San Antonio)	<a href="https://aaul.org/sanantonio/">https://aaul.org/sanantonio/</a>	Standing YouthBuild provider; supports credibility and satellite office recognition
Fred Brock American Legion	<a href="https://www.fredbrockpost828.org/">https://www.fredbrockpost828.org/</a>	Veterans services and outreach
League of Women Voters	<a href="https://lwvsa.org/">https://lwvsa.org/</a>	Youth outreach and nonpartisan civic engagement
St. John's Baptist Church (Rev. Herman Price JR., Pastor)	<a href="https://stjohnbaptist-sa.org/">https://stjohnbaptist-sa.org/</a>	Faith-based community partner; community engagement and outreach

## 11) What We Need from Leon Valley

1. Provide a **Letter of Support** for the YouthBuild-connected initiative (sample attached)
2. Approve an **MOU** confirming (draft attached):
  - Leon Valley supports the AI community workforce outreach initiative
  - The City of Leon Valley Library will provide meeting room/classroom space as available
  - The Library will provide **use of the Community Services Building behind the Library for overflow** as available
  - The Library will provide access to public computers/Wi-Fi and printing/scanning as available
  - A staff point-of-contact will coordinate scheduling and facility logistics



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## 12) Appendix: Coalition Partner One-Pagers (Active + In Progress)

### Coalition Partners — Active

#### 1) Rise AI Academy (TREINS & Associates LLC)

**Website:** [www.riseai.solutions](http://www.riseai.solutions)

**Role:** Prime applicant (planned); program leadership; 6-week training delivery; compliance coordination; participant support; data governance.

**Value to initiative:** Central coordination and accountability; consistent participant experience; measurable outcomes.

#### 2) DV-Tech Consulting (Daniel Isele)

**Website:** <https://www.dv-techconsulting.com/>

**Role:** Technology partner; learning systems and infrastructure; data support; potential placement pathway.

**Value to initiative:** Technical enablement, systems support, and real-world tech alignment.

#### 3) Boone Construction Management (Henry Boone)

**Website:** <https://www.booneconstructionm.com/>

**Role:** Construction management training; worksite exposure and/or placement pathway.

**Value to initiative:** Employer-aligned construction pathway and experiential learning.

#### 4) WSAN Radio (Ronald Gordon)

**Website:** <https://wsanradio.com/>

**Role:** Community outreach, marketing amplification, and public awareness.

**Value to initiative:** Local visibility, recruitment support, and community trust-building.

#### 5) BCASA (Vivian Maren)

**Website:** <https://blackcontractorsa.org/>

**Role:** Construction employer pipeline; industry engagement; partner connections.

**Value to initiative:** Access to contractors/employers and industry credibility.



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## 6) Warhawk Group Security (Point of Contact: Dedrick Turner)

**Website:** <https://warhawkss.com/>

**Role:** Security coordination services: uniformed presence, de-escalation, safety protocols, and incident reporting for field days/worksites.

**Value to initiative:** Safe learning and worksite environments; risk mitigation.

## 7) Tyrone Darden (Grant Writer)

**Website:** <https://news4sanantonio.com/sa-living/serving-san-antonio-with-the-george-gervin-academy-08-29-2023>

**Role:** Proposal narrative development; compliance integration; partner LOI/MOU coordination support.

**Value to initiative:** Grant readiness, compliance alignment, and partner documentation.

## Coalition Partners — In Progress

### 1) Gervin Academy

**Website:** <https://www.gervin-school.org/>

**Role:** GED completion partner and wraparound support for academic success.

**Value to initiative:** Academic attainment pathway and student success supports.

### 2) Urban League (San Antonio)

**Website:** <https://aaul.org/sanantonio/>

**Role:** Standing YouthBuild provider; supports credibility and satellite office recognition.

**Value to initiative:** YouthBuild experience, community credibility, and referral pathways.

### 3) Fred Brock American Legion

**Website:** <https://www.fredbrockpost828.org/>

**Role:** Veterans services and outreach.

**Value to initiative:** Veteran-connected recruitment, support services, and community engagement.

### 4) League of Women Voters

**Website:** <https://lwvsa.org/>

**Role:** Youth outreach and nonpartisan civic engagement.

**Value to initiative:** Youth engagement, leadership development, and community awareness.



7550 I-10, SAN ANTONIO, TX 78240 | [RISEAITX@GMAIL.COM](mailto:RISEAITX@GMAIL.COM) | (817) 454-5086 | [WWW.RISEAI.SOLUTIONS](http://WWW.RISEAI.SOLUTIONS)

## 5) St. John's Baptist Church (Rev. Herman Price, JR., Pastor)

**Website:** <https://stjohnbaptist-sa.org/>

**Role:** Faith-based community partner; community engagement and outreach.

**Value to initiative:** Trusted community access point and supportive wraparound engagement.

## 14) Contact

Tiffany Bradfield, MBA, LTC

Founder & Director, TREINS & Associates LLC (dba Rise AI Academy)

Website: [www.riseai.solutions](http://www.riseai.solutions)

Email: [riseaitx@gmail.com](mailto:riseaitx@gmail.com)

CONFIDENTIAL

# Sample MOU — City of Leon Valley (In-Kind Support Only; Not Prime Applicant)

This Memorandum of Understanding (MOU) is entered into by and between:

- Rise AI Academy (TREINS & Associates LLC) (“Rise AI Academy”), and
- City of Leon Valley, Texas (“City of Leon Valley” or “City”).

**Effective Date:** [Insert Date]

## 1. Purpose

The purpose of this MOU is to document the parties’ mutual understanding and collaboration in support of a workforce development initiative connected to the **U.S. Department of Labor YouthBuild grant** (“Project”).

This MOU confirms that the City’s role is limited to **in-kind, facility-based support** to reduce barriers for opportunity youth.

## 2. Prime Applicant / Fiscal Agent Clarification

The parties acknowledge and agree that:

- The **City of Leon Valley is not the Prime Applicant** for the YouthBuild grant.
- The **City of Leon Valley is not the fiscal agent** and will not manage, receive, or distribute grant funds. - Rise AI Academy (or another designated entity) will serve as the Prime Applicant and will be responsible for grant compliance, reporting, and financial management.

## 3. Scope of City of Leon Valley Support (In-Kind)

Subject to availability, scheduling, and applicable City policies, the City agrees to support the Project through the following in-kind contributions:

### 3.1 Library Space

- Provide access to **library classroom/meeting space** for scheduled training sessions and cohort activities.

### 3.2 Technology Access

- Provide access to **library laptops/computers** and **internet/Wi-Fi** for participant learning activities.

### 3.3 Overflow Space (If Needed)

- If library space is unavailable or capacity is exceeded, the City may provide **possible overflow use of the Community Center** (or other City-designated space), subject to availability and standard scheduling procedures.

## 4. No Financial Contribution / No New Financial Obligation

The parties acknowledge and agree that:

- The City is **not being asked to provide financial support** for the Project.
- The City's contribution is limited to the **in-kind resources already provided through the Library** (and potential overflow space as available).
- Nothing in this MOU creates an obligation for the City to purchase equipment, hire staff, pay stipends, or incur new expenses beyond standard operations.

## 5. Rise AI Academy Responsibilities

Rise AI Academy agrees to:

- Coordinate scheduling with the City's designated point of contact.
- Provide instructors/facilitators and manage participant attendance and conduct.
- Ensure participants follow all Library/City rules, safety requirements, and facility use policies.
- Provide reasonable advance notice if sessions must be rescheduled or canceled.
- Maintain appropriate program documentation and reporting for the YouthBuild grant (as applicable).

## 6. Coordination and Points of Contact

### City of Leon Valley POC:

Name/Title: [Insert]

Email/Phone: [Insert]

### Rise AI Academy POC:

Tiffany Bradfield, MBA, LTC

Founder & Program Director

Email: riseaitx@gmail.com

Phone: 817-454-5086

## 7. Term and Termination

- **Term:** This MOU will be effective from the Effective Date through [Insert End Date] unless extended by mutual written agreement.
- **Termination:** Either party may terminate this MOU with **written notice** to the other party (recommended: 30 days), subject to completing any already-scheduled sessions where feasible.

## 8. Liability and Insurance

Each party will be responsible for its own acts and omissions to the extent permitted by law. This MOU does not waive any immunities or defenses available to the City under Texas law.

### 9. Non-Binding / No Partnership

This MOU reflects a statement of collaboration and does not create a legal partnership, joint venture, or employment relationship between the parties.

### 10. Signatures

**Rise AI Academy (TREINS & Associates LLC)**

By: \_\_\_\_\_

Name: Tiffany Bradfield, MBA, LTC

Title: Founder & Program Director

Date: \_\_\_\_\_

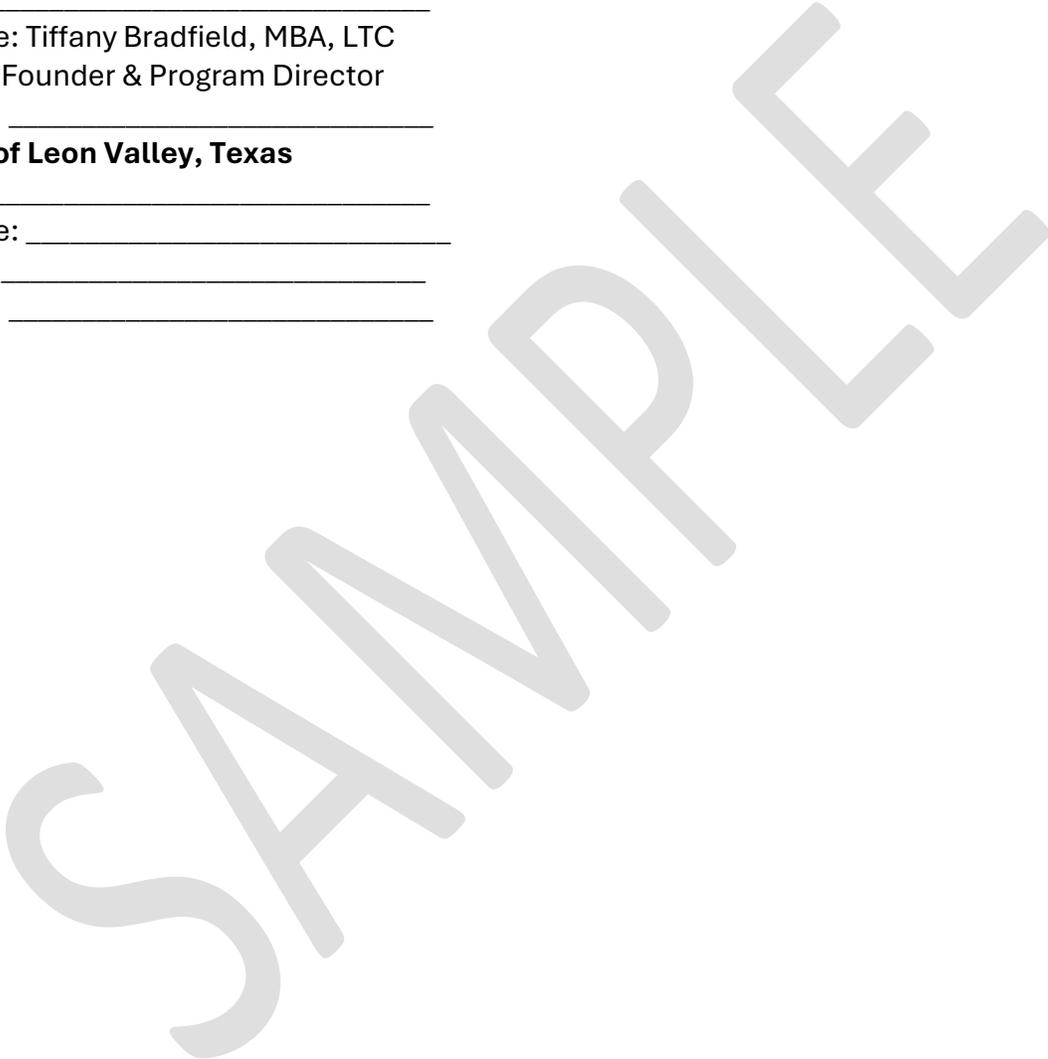
**City of Leon Valley, Texas**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



---

## Sample Letter of Support — City of Leon Valley (In-Kind Support Only; Not Prime Applicant)

### [City of Leon Valley Letterhead]

**Date:** [Insert Date]

To Whom It May Concern,

On behalf of the **City of Leon Valley, Texas**, I am writing to express our support for the workforce development initiative connected to the **U.S. Department of Labor YouthBuild grant** being advanced by **Rise AI Academy (TREINS & Associates LLC)**.

The City of Leon Valley recognizes the importance of reducing barriers for **opportunity youth ages 16–24** and supporting pathways that connect young people to training, credentials, apprenticeship opportunities, and employment.

As part of our support, the City of Leon Valley is willing to provide **in-kind, facility-based resources** to assist with program delivery, including: - Use of **Leon Valley Library space** for scheduled training and cohort activities - Access to **library laptops/computers** and **internet/Wi-Fi** for participant learning - Possible use of the **Community Center** (or other City-designated space) for overflow needs, subject to availability and standard scheduling procedures.

For clarity, the City of Leon Valley is **not serving as the Prime Applicant** for the YouthBuild grant and is **not providing financial support** for the Project beyond the in-kind resources described above.

We appreciate the opportunity to support efforts that strengthen our community and expand access to opportunity for young people. Please feel free to contact me if additional information is needed.

Sincerely,

---

[Name]

[Title]

City of Leon Valley, Texas

[Phone] | [Email]

# Presentation and Discussion on the RiseAI YouthBuild Grant Proposal

Regina Reed, MLIS  
Library Director  
City Council Meeting  
February 17, 2026

# Summary

- Question
  - Should the City of Leon Valley and the Leon Valley Public Library be named partners in a YouthBuild 2025 federal grant application?
- What Staff Evaluated:
  - Alignment with the City’s and Library’s mission and strategic priorities
  - Administrative and compliance obligations associated with federal grant partnerships
  - Capacity to support required reporting, oversight, and program delivery
  - Potential fiscal, legal, and operational impacts to the City and Library
- Staff Recommendation
  - Deny the request

# Grant Information (YouthBuild 2025)

## **YouthBuild is a federally defined workforce and housing program**

- 40-month grant period
- WIOA pre-apprenticeship program
- Mandatory construction training tied to housing development
- Participants must build or substantially rehabilitate housing for low-income or homeless individuals
- Required partnerships include: Housing development entities, Education providers (high school diploma or equivalency), Workforce and registered apprenticeship systems
- Ongoing federal reporting, compliance, and performance tracking

# Proposal Overview (As Submitted)

- Proposal to name the City of Leon Valley and Leon Valley Public Library as partners in a YouthBuild 2025 grant application
- Funding target: Up to \$2,000,000 in federal YouthBuild funding
- Lead organization: Rise AI Academy (TREINS & Associates LLC)
- Proposed focus: AI literacy training, Construction Plus (C+) workforce readiness
- Program structure:
  - Phase 1: 6-week virtual or hybrid AI pre-apprenticeship, optionally anchored at the library
  - Phase 2: Paid registered apprenticeship with employer partners (12–18 months)

# Grant vs Proposal

- × Education (Diploma/Equivalency)
- × Construction (Core Requirement)
- × Housing Component
- ✓ Construction Plus
- ✓ Leadership Development
- × Supportive Services
- × Required Partnerships
- × Match Requirement
- × Program Timeline
- × Governance & Compliance
- × Financial Breakdown

# Fiscal Impact

- Minimum \$250,000 - \$500,000 match

# Full Staff Recommendation

Based on the proposal as written, staff cannot recommend committing City funds or formally partnering in the application

- Staff recommends reconsideration only under the following conditions:
  - A fully developed YouthBuild proposal that demonstrates compliance with YouthBuild requirements.
  - An alternative AI or technology-focused grant opportunity is pursued that more directly aligns with the proposal's stated emphasis.

# Veterans Park Monument

City Council Meeting

David Dimaline, Public Works Director

February 17, 2026

# Purpose

- To present the Leon Valley Park Commission's recommendation on the placement of a monument at Veterans Memorial Park

# Background

- City Council approved funding (\$24,000) in this fiscal year budget for the construction or installation of a Veterans Memorial:
  - Design by vendor
- City Council requested the Park Commission to review and recommend the placement of the monument
- The Park Commission met in January and approved a location for the monument



Current Space



Recommended Monument Location



# Vendor Design

Estimate \$16,887

1-sided with no additional wording



\$800.00

SKU: 544be260-1

Kelley from Barrington, Debra from Tomball & 12 others bought this item recently.

CLEAR

Concrete Color

W-23 - Gray (Weatherstone)



- 1 +

ADD TO CART

QTY	PRICE
1-3	\$800.00
4-8	\$790.80
9-14	\$780.40
15+	\$776.40



Estimate Freight

## Benches

# Recommendation

- At City Council discretion



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, February 03, 2026 at 5:45 PM

**MINUTES**

---

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

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

---

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

**PRESENT**

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

Mayor Chris Riley called the meeting to order at 5:45 PM and announced that a quorum of the City Council was present in Council Chambers.

Mayor Riley asked Council Place 1. Danielle Bolton, to lead the Pledge of Allegiance.

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

Mayor Riley read the caption for Agenda Item 2.1 aloud.

1. Pursuant to Texas Government Code, Chapter 551, Section 551.074 Personnel Matters: Regarding the Annual Review of the City Manager as Outlined in the Employment Agreement.

The City Council went into Executive Session at 5:46 PM.

### 3. Reconvene into Regular Session

The City Council reconvened into Open Session at 6:30 PM

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

The following individuals spoke during citizens to be heard: Richard Blackmore, Dustin Nieto, Abraham Diaz, and Tiffany Bradfield.

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

No action was taken on this item at this time. This item will be discussed in Executive Session at the end of the meeting.

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

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

### 7. City Manager's Report

#### 1. Upcoming Important Events:

- **February 07, 2026 - Annual Town Hall Meeting**  
8:30 AM - Leon Valley Community Center
- **February 17, 2026 – Regular City Council Meeting**  
6:30 PM - City Council Chambers
- **January 01, 2026-April 20, 2026 – Period that Registered Voters may apply for a Ballot by Mail**
- **January 14, 2026 – February 13, 2026 – Filing period** to submit an application for a place on the May 02, 2026, General Election Ballot
- **February 16, 2026 – City Offices & Municipal Court Closed** In observance of Presidents' Day (City Hall reopens February 17, 2026)
- **March 28, 2026 – City-Wide Garage Sale**  
8:00 AM – 6:00 PM
- **April 02, 2026 – Last Day to Register to Vote** on the May 02, 2026, General Election Ballot
- **Miscellaneous other Events and Announcements**

Dr. Crystal Caldera, City Manager, announced that the City Manager's Report was available in print on the table in the foyer and posted on the City website. She provided the following updates:

- She thanked Public Works for securing a \$750,000 grant from the Texas Parks & Wildlife Department for possible pool renovations.
- She announced that the City was awarded a Community Development Block Grant (CDBG) that morning. The grant will be used for the Castle Estate Project.
- She announced that the Library will present information regarding the YouthBuild Grant from the U.S. Department of Labor at the February 17, 2026, Regular City Council meeting.
- She expressed concern that her PowerPoint presentation, which contains a significant amount of numerical data, may be more easily viewed by attendees if the Annual Town Hall is held at the Conference Center rather than the Community Center. There was a consensus among City Council to move the Annual Town Hall on February 7, 2026, to the Conference Center.

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

A motion was made by Council Place 3, Campos to approve the Consent Agenda as presented. The motion was seconded by Council Place 4, Orozco.

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

The motion passed unanimously.

1. Discussion and Possible Action Approving of the Following City Council Minutes:
  - a. 01-20-2026 Regular City Council Meeting Minutes
2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:
  - a. 10-15-2025 Citizens Police Advisory Committee Meeting Minutes
  - b. 11-19-2025 Planning Zoning Commission Meeting Minutes
3. Discussion, and Possible Action on an Ordinance Approving the Closing of a Portion of Jeff Loop Road for Public Purposes (1st Read was Held on 01-20-2026) - M. Gallardo, Planning and Zoning Director

4. Discussion and Possible Action on a Resolution Awarding the Lowest Qualified Bid in the Amount of \$215,717.23, with 15% for Contingency and Authorizing the City Manager to Enter into a Contract with Clark Construction of Texas, Inc. for the Huebner Rd. Street Maintenance Project - D. Dimaline, Public Works Director
5. Discussion and Possible Action on a Resolution Awarding the Lowest Qualified Bid in the Amount of \$185,280.96, with 15% for Contingency and Authorizing the City Manager to Enter into a Contract with J&P Paving Company, Inc. for the Timberhill Dr. Street Maintenance Project - D. Dimaline, Public Works Director
6. Presentation, Discussion and Possible Action on an Ordinance Amending Chapter 15, Article 15.02 Zoning Ordinance, Division 13. Organization and Enforcement Section 15.020.721 (First Read was Held on 01-20-2026) - Dr. C. Caldera, City Manager

## 9. Regular Agenda

1. Presentation, Discussion and **Public Hearing** on an Ordinance Removing Chapter 15, "Zoning," Section 15.02.327, "PD", Planned Development District from the City's Code of Ordinances (1st Read as Required by the Charter) - Dr. C. Caldera, City Manager

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

Mayor Riley opened the public hearing at 6:53 PM.

Richard Blackmore spoke.

There being no further public comment, Mayor Riley closed the public hearing at 6:55 PM.

This item will be placed on the February 17, 2026, Consent Agenda for a second reading.

## 10. Requests from Members of City Council to Add Items to Future Agendas – Per Section 3.10 (A) of the City of Leon Valley's Code of Ordinances, at a Meeting of City Council, a Member of City Council May Place an Item on an Agenda by Making a Motion to Place the Item on a Future Agenda and Receiving a Second. No Discussion Shall Occur at the Meeting Regarding the Placement of the Item on a Future Agenda.

Council Place 3 Campos requested a presentation on the 2025 annual crime statistics and 911 call volume. Council Place 4 Orozco seconded the request.

Council Place 3 Campos also requested an update on the Veterans Memorial. Dr. Crystal Caldera, City Manager, announced that a presentation is scheduled for the February 17, 2026, Regular City Council meeting.

Council Place 5 Mursch requested additional information regarding the Peach Tree property where the former pool was located. Dr. Crystal Caldera, City Manager, stated that this item will be included in the priority planning discussion at the Annual Town Hall Meeting.

Mayor Riley inquired about the audit. Dr. Crystal Caldera, City Manager, stated she expects to receive the audit by the end of the week and anticipates placing it on the February 17, 2026, Regular City Council agenda.

- 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.**

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

Mayor Riley read the captions for Agenda Item 11.1 aloud and reminded those in attendance that City Council would first continue discussion in Executive Session on Agenda Item 2.1 before taking up Agenda Item 11.1.

1. Pursuant to Texas Local Government Code Section 551.072: Deliberations about Real Property to discuss the purchase of 6908 Poss Rd, Leon Valley Texas, 78238.

The City Council went into Executive Session at 7:01 PM

#### **12. Reconvene into Regular Session**

The City Council reconvened into Open Session at 8:31 PM

#### **13. Possible Action on Issues Discussed in Executive Session If Necessary**

In regard to Agenda Item 2.1, City Council took the following action:

A motion was made by Council Place 3 Campos to award Dr. Crystal Caldera, City Manager, an annual salary increase of \$12,500, effective October 1, 2026, and to extend her current contract by two years, through 2030. The motion was seconded by Council Place 4 Orozco.

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

The motion passed unanimously.

In regard to Agenda Item 11.1, City Council took no action.

#### **14. Adjournment**

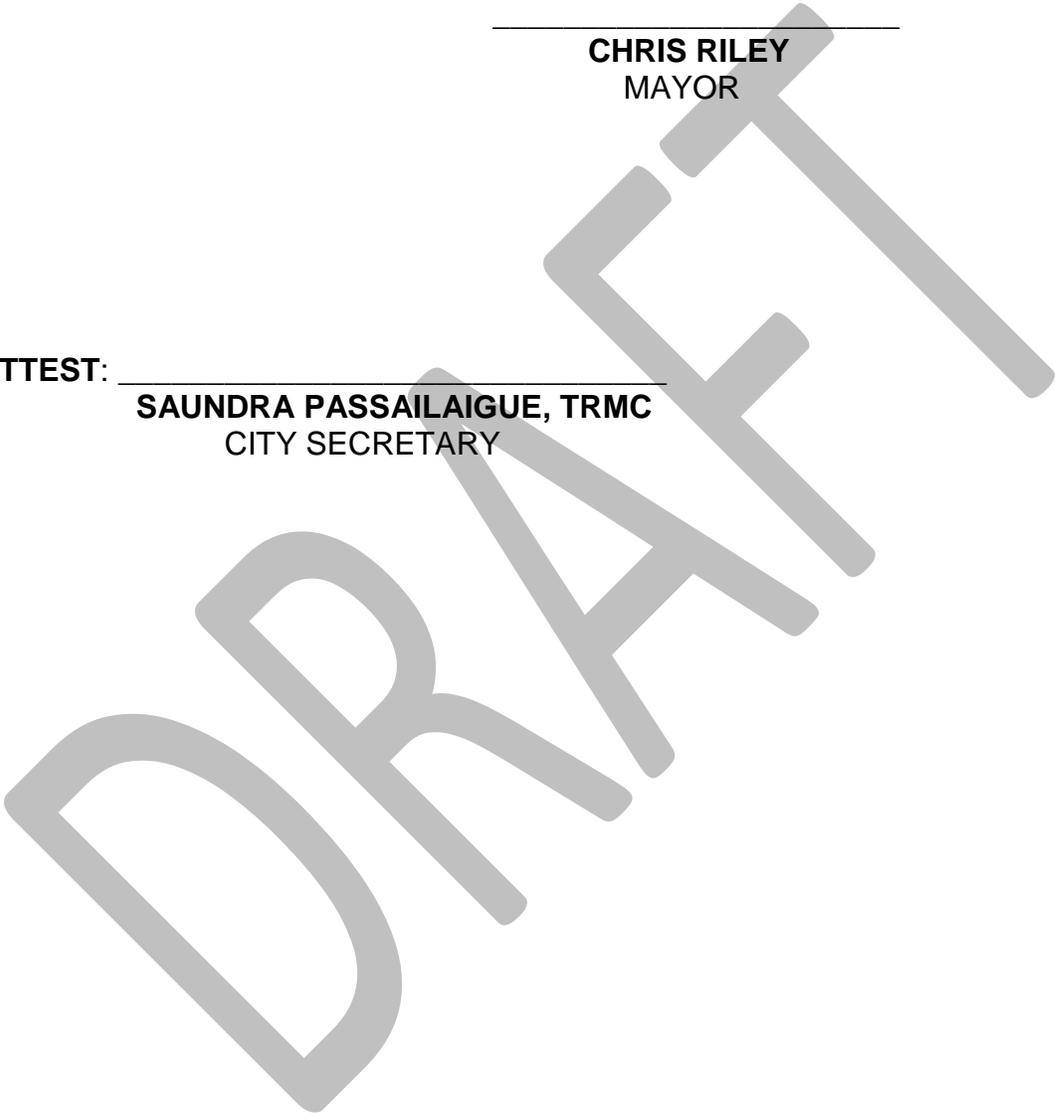
Mayor Riley announced that the meeting adjourned at 8:32 PM.

**These minutes were approved by the Leon Valley City Council on the 3rd day of February, 2026.**

**APPROVED**

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

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





**CITY OF LEON VALLEY  
ANNUAL TOWN HALL MEETING**  
Leon Valley Conference Center  
Saturday, February 07, 2026 at 8:30 AM

**MINUTES**

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**8:30 AM** Call to Order and Determine a Quorum is Present

**PRESENT**

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

**ABSENT**

Council Place 1 Danielle Bolton

**Presentations**

**A. Welcome to the 16th Annual Town Hall Meeting; and Introduction of City Council, Staff, and Procedures for the Meeting - Mayor Chris Riley (estimated start time 8:30 AM)**

Mayor Chris Riley called the meeting to order at 8:34 AM and introduced members of City Council and Staff; then explained the procedures for the days event would flow.

**B. City Manager Update on the 2025 Town Hall Meeting and Annual Report - Dr. C. Caldera, City Manager (estimated start time 8:50 AM)**

Dr. Crystal Caldera, City Manager, presented the Annual Report.

**C. Presentation and Update on Bandera Road - TxDOT (estimated start time 9:00 AM)**

Richard Delacruz, Engineer and Director of Transportation Planning and Development for the San Antonio District along with Scott Nelson, Professional Traffic Operations Engineer. Both with TxDOT.

Mr. Nelson presented an update on the Bandera Road Project.

Those who spoke at this time were Ann Sawyer, Dave Moran, Olen Yarnell, and Councilor Beth Mursch.

**D. Presentation on State of Texas Emergency Assistance Registry, STEAR - Samantha Fabian, MPA (estimated start time 9:30-10:15 AM)**

Samantha Fabian, MPA, gave a presentation on the STEAR, State of Texas Emergency Assistance Registry.

Those who spoke at this time were Judy Pearl, Darby Riley, and Dave Moran.

**E. Investing in Tomorrow: A Community Conversation on Leon Valley’s Financial Future and Infrastructure Priorities - Dr. C. Caldera, City Manager (estimated start time 10:15-11:45 AM)**

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

Those who spoke at this time were Councilor Philip Campos, Will Bradshaw, Darby Riley, Sherry Disdier, Benny Martinez, Dave Gannon, Erick Matta, Olen Yarnell, Oralia Huggins, Heather Riddle, and Michelle Alonzo.

**F. Brainstorming Cost-Effective Ways to Celebrate July 4th - 250th Anniversary of the Adoption of the Declaration of Independence (estimated start time 11:45 AM - noon)**

**G. Citizens to be Heard**

Those who spoke at this time were Glenda Garland, John Hoyt, Will Bradshaw, Tiffany Bradfield, Maryanne Christensen, Melanie Munoz, and Sherry Disdier.

**Adjournment**

Mayor Riley thanked everyone for coming and participating in this year’s Town Hall Meeting; and then announced that the meeting was adjourned at 12:02 PM.

**These minutes were approved by the Leon Valley City Council on the 17th of February, 2026.**

**APPROVED**

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

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

**EARTHWISE LIVING COMMITTEE MEETING MINUTES  
CITY OF LEON VALLEY, TEXAS  
September 10, 2025**

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 25th day of September at 5:38 pm in the Large Conference Room at City Hall, located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business, to-wit:

---

**REGULAR MEETING OF THE CITY OF LEON VALLEY EARTHWISE LIVING COMMITTEE,  
5:38 PM**

**1. Call the City of Leon Valley Regular Earthwise Living Committee Meeting to Order and Determine a Quorum is Present.**

The meeting was called to order and a quorum was established at 5:38 pm. Members present were Chair Campos, Vice Chair Carreon, Secretary Meffert, Burnside, Castillo, Marcotte, Key, Perez, and Mursch. Also present were Council Liaison Mayor Riley, Staff Liaison Miranda, City Manager Caldera, and Econ Dev Director Salinas. Absent were members Cobos, Vasquez and Zannaras.

**2. Review and Consider Approval:  
August 2025 Earthwise Living Committee Meetings minutes**

The meeting minutes from August 13, 2025 were reviewed. A motion to approve, with the correction of the date of the meeting in the header, was made by Castillo and second by Perez.

**3. Earthwise Living Day 2026: Budget**

The City Manager reviewed the Budget presentation for Earthwise Living. No action is required at this time. The Committee will review budget moving forward, as usual, and will go to the City Council if additional funds required, including consideration of potential support from the Economic Development funds for promoting the community spirit in/around Leon Valley, Texas.

**4. Earthwise Living Day 2026: Event Planning**

General discussions were facilitated regarding evaluations of Earthwise Living Day 2026.

**5. Announcements and Updates**

**6. Adjournment**

The meeting was adjourned without objection at 7:10 pm. The Committee will re-convene on Wednesday, October 8, 2025 at 5:45 pm at City Hall Large Conference Room.

Alex Campos  
Chair

9-10-2025  
Date

**EARTHWISE LIVING COMMITTEE MEETING MINUTES  
CITY OF LEON VALLEY, TEXAS  
December 10, 2025**

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 10th day of December at 5:55 pm in the Large Conference Room at City Hall, located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business, to-wit:

---

**REGULAR MEETING OF THE CITY OF LEON VALLEY EARTHWISE LIVING COMMITTEE,  
5:55 PM**

**1. Call the City of Leon Valley Regular Earthwise Living Committee Meeting to Order and Determine a Quorum is Present.**

The meeting was called to order and a quorum was established at 5:55 pm. Members present were Chair Campos, Secretary Meffert, Burnside, Zannaras, Castillo, Marcotte, Key, Vazquez, and Perez attended. Also present were Council Liaison Mayor Riley, City Council person Place 5 Mursch, and Staff Liaison Miranda. Absent were members Vice Chair Carreon, Cobos. City Council person Place 5 Mursch was not present.

**2. Review and Consider Approval:  
November 2025 Earthwise Living Committee Meetings minutes**

The meeting minutes from November 10, 2025 were reviewed. A motion to approve was made by Key and second by Vazquez.

**3. Mission of Earthwise Living Committee**

Discussion on some refinements to the proposed mission statement held. Committee voted to adopt:

Our mission is to educate and connect the community with resources that support a sustainable, resilient lifestyle. We are committed to addressing the climate crisis and fostering environmental harmony that strengthens Leon Valley's well-being and its future as a great place to live, work, and play.

Vision Statement: A vibrant community where stakeholders work together to build a thriving, sustainable city in balance with nature.

Tagline: "Together for a Greener, Stronger Leon Valley."

**4. Earthwise Living Day 2026**

General discussions were facilitated regarding Earthwise Living Day 2026. For the Budget 2026, the City Council agreed to our request for \$4,788 funding.

Given the two existing street banners (both ~4 years old) have been damaged while in storage, two new banners will be purchased.

**5. Adjournment**

The meeting was adjourned without objection at 7:09 pm. The Committee will reconvene on Wednesday, January 14, 2026 at 5:45 pm at City Hall.

Anna Campos

Chair

12-10-2025

Date

COMPANY: 999 - Pooled Cash  
ACCOUNT: 112010 Pooled Cash  
TYPE: Check  
STATUS: All  
FOLIO: All

CHECK DATE: 1/01/2026 THRU 1/31/2026  
CLEAR DATE: 0/00/0000 THRU  
STATEMENT: 0/00/0000 THRU  
VOIDED DATE: 0/00/0000 THRU 99/99/9999  
AMOUNT: 0.00 THRU 999,999,999.99  
CHECK NUMBER: 000000 THRU 999999

{Section}.93.

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT----	STATUS	FOLIO	CLEAR DATE
CHECK:								
112010	1/09/2026	CHECK	108193	MENDEZ, ROXANNE R	2,156.37CR	POSTED	P	1/31/2026
112010	1/09/2026	CHECK	108194	LEON VALLEY FD HOUSE FUND	210.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108195	A & M AUTO CENTER, LLC	229.97CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108196	6ETTERS ACE KEY SERVICE INC	184.50CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108197	ADVANCE AUTO PARTS INC	49.95CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108198	AGENCY 405	9.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108199	ALAMO CHAPTER OF THE TEXAS MUN	50.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108200	ALAMO COMFORT HEATING & AIR CO	140.00CR	OUTSTND	A	0/00/0000
112010	1/07/2026	CHECK	108201	ALTA LANGUAGE SERVICES, INC.	73.63CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108202	ARMANDO MONTOYA	810.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108203	APEX OVERHEAD DOOR SERVICE	1,750.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108204	AT&T MOBILITY	939.84CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108205	AUTOZONE STORES LLC	168.99CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108206	BANIS TOWING SERVICE	8,445.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108207	STEPHEN J BARSCEWSKI	1,130.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108208	BATTERIES PLUS	503.90CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108209	BB INSPECTION SERVICES, LLC	12,725.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108210	BENT SERVICES, INC	238.15CR	OUTSTND	A	0/00/0000
112010	1/07/2026	CHECK	108211	BOUND TREE MEDICAL, LLC	942.90CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108212	CANON FINANCIAL SERVICES	342.30CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108213	CANON SOLUTIONS AMERICA	589.05CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108214	CHARTER COMMUNICATIONS	120.62CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108215	CHARTER COMMUNICATIONS	315.45CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108216	CHARTER COMMUNICATIONS	1,356.12CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108217	CHARTER COMMUNICATIONS	108.42CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108218	CHUN YANG	4,000.71CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108219	CIVIC PLUS, LLC	2,500.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108220	CLIFFORD POWER SYSTEMS, INC	1,684.78CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108221	DAVID K YOUNG CONSULTING, LLC	170.50CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108222	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108223	DE LA GARZA FENCE CO INC	5,750.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108224	DEWINNE EQUIPMENT CO, INC	320.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108225	DOMINGA ALARCON	5.00CR	OUTSTND	A	0/00/0000
112010	1/07/2026	CHECK	108226	FIRE-DEX INC.	154.71CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108227	GALLS, LLC	3,388.19CR	POSTED	A	1/31/2026
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112010	1/07/2026	CHECK	108230	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108231	GULF COAST PAPER CO INC	629.22CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108232	INGRAM LIBRARY SERVICES LLC	287.53CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108233	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108234	JAMES C. SPARKS	1,144.68CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108235	JOSE GONZALEZ	75.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108236	KEILA O. FIGUEROA	1.00CR	POSTED	A	1/31/2026

COMPANY: 999 - Pooled Cash  
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 FOLIO: All

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112010	1/07/2026	CHECK	108239	MARSHALL DISTRIBUTING	3,795.97CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108240	NAPA SAN ANTONIO AUTO & TRUCK	432.95CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108241	NEW HORIZON PRINTING	227.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108242	ODP BUSINESS SOLUTIONS, LLC	180.39CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108243	OVERDRIVE, INC.	3,000.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108244	PRINCIPLE MERCHANTS LEASING	75.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108245	PV HOLDING CORP	25.00CR	OUTSTND	A	0/00/0000
112010	1/07/2026	CHECK	108246	RIVER CITY BOLT & SCREW	8.80CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108247	SAECO ELECTRIC & UTILITY,	301.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108248	SAFESITE, INC	203.40CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108249	SAWS	129,864.55CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108250	SIDDONS MARTIN EMERGENCY GROUP	972.27CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108251	SITEONE LANDSCAPE SUPPLY, LLC	1,586.60CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108252	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108253	SOUTH CENTRAL PLANNING AND DEV	550.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108254	WASHED AND SHINE, LLC	195.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108255	T-MOBILE USA	652.75CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108256	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108257	TAYLOR MADE HOSE	305.93CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108258	TECHLEAD PROFESSIONAL SERVICES	8,240.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108259	TML INTERGOVERNMENTAL RISK POO	3,378.96CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108260	TREVIPAY	355.76CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108261	UNITEDHEALTHCARE INSURANCE COM	110,605.64CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108262	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108263	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108264	VALLANCE SECURITY SYSTEMS, INC	95.00CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108265	VESTIS GROUP, INC.	512.22CR	POSTED	A	1/31/2026
112010	1/07/2026	CHECK	108266	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108267	6400 BANDERA LP	10,000.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108268	ADIOS PEST CONTROL, LLC	149.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108269	ALAMO SMART HOME	518.17CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108270	ALTAWORX, LLC	2,114.32CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108271	AMERICAN TRAFFIC SOLUTIONS, IN	66,500.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108272	ANGEL FIRE & SAFETY, LLC	96.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108273	AT&T	645.94CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108274	AT&T	587.98CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108275	AUTO DATA DIRECT FINANCIAL SER	2,000.00CR	OUTSTND	A	0/00/0000
112010	1/14/2026	CHECK	108276	BANIS TOWING SERVICE	3,895.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108277	BOUND TREE MEDICAL, LLC	9,118.34CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108278	CENTERLINE SUPPLY, INC	3,740.10CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108279	CHARTER COMMUNICATIONS	774.07CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108280	CORE & MAIN LP	321.59CR	POSTED	A	1/31/2026

COMPANY: 999 - Pooled Cash  
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 FOLIO: All

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112010	1/14/2026	CHECK	108281	DEARBORN NATIONAL LIFE INSURAN	3,814.21CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108282	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108283	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108284	DEWINNE EQUIPMENT CO, INC	13,333.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108285	DISTINCTIVE AFWS DESIGNS INC.	3,625.93CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108286	FIRE ALARM CONTROL SYSTEMS INC	330.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108287	GALLS, LLC	51.96CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108288	GULF COAST PAPER CO INC	216.93CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108289	HEAT SAFETY EQUIPMENT, LLC.	398.95CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108290	HJD CAPITAL ELECTRIC, INC.	650.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108291	INGRAM LIBRARY SERVICES LLC	223.30CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108292	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108293	JUSTFOIA, INC	6,589.79CR	OUTSTND	A	0/00/0000
112010	1/14/2026	CHECK	108294	KIMBERLY GUARDIOLA	400.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108295	LAURA LEBLANC	400.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108296	LEON VALLEY WATER SYSTEM	129.60CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108297	LEON VALLEY WATER SYSTEM	466.92CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108298	LONESTAR PROTECTIVE SECURITY A	1,875.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108299	MANSFIELD OIL COMPANY	3,613.15CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108300	MARTIN MARIETTA MATERIALS	209.90CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108301	MEDINA VALLEY SECURITY, INC.	169.85CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108302	METRO FIRE	256.32CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108303	MICHAEL NAUGHTON	87.44CR	OUTSTND	A	0/00/0000
112010	1/14/2026	CHECK	108304	MIGUEL M. ORTEGA	15.30CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108305	MON BLANCAS	400.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108306	ODP BUSINESS SOLUTIONS, LLC	469.73CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108307	OMNIBASE SERVICES OF TEXAS	1,867.30CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108308	PATHMARK TRAFFIC EQUIPMENT, LL	1,276.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108309	SAFESHRED, INC.	230.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108310	SAL MARTINEZ	250.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108311	SAWS	81.26CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108312	T-MOBILE USA	60.10CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108313	TARGET SOLUTIONS LEARNING, LLC	62.08CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108314	TAYLOR MADE HOSE	44.38CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108315	TMC PROVIDER GROUP, PLLC	161.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108316	TRANSUNION RISK & ALTERNATIVE	153.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108317	UNITED RENTALS	5,720.47CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108318	VALERIE GOMEZ	400.00CR	OUTSTND	A	0/00/0000
112010	1/14/2026	CHECK	108319	VESTIS GROUP, INC.	169.44CR	OUTSTND	A	0/00/0000
112010	1/14/2026	CHECK	108320	VULCAN CONSTUCTION MATERIALS,	366.75CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108321	WARD AUCTION OF SAN ANTONIO, L	1,314.50CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108322	WELDERS SUPPLY CO INC	242.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108323	WEX HEALTH	75.00CR	POSTED	A	1/31/2026
112010	1/14/2026	CHECK	108324	WILLIAM HERNANDEZ	400.00CR	POSTED	A	1/31/2026

COMPANY: 999 - Pooled Cash  
 ACCOUNT: 112010 Pooled Cash  
 TYPE: Check  
 STATUS: All  
 FOLIO: All

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112010	1/21/2026	CHECK	108327	AMAZON.COM LLC	4,922.22CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108328	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108329	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108330	ASHLEY GARDNER	75.00CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108331	AT&T UVERSE	343.22CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108332	AZTEC UNDER GROUND UTILITY	7,200.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108333	BRIAN GARCIA	189.99CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108334	CANON FINANCIAL SERVICES	620.86CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108335	CITIBANK	4,491.08CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108336	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108337	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108338	CITY PUBLIC SERVICE BOARD	18,465.85CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108339	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108340	DAVILA ELECTRIC CO INC:	362.00CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108341	EDWARDS AQUIFER AUTHORITY	177,070.98CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108342	FRIDAY OMOREGIE	300.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108343	GALLS, LLC	257.40CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108344	GULF COAST PAPER CO INC	1,379.92CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108345	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108346	HANJAK INDUSTRIES, LLC	2,070.83CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108347	HEARST MEDIA-SAN ANTONIO	1,011.48CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108348	HOME DEPOT CREDIT SERVICES	4,548.76CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108349	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108350	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108351	VOID CHECK	0.00	POSTED	A	1/31/2026
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112010	1/21/2026	CHECK	108354	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108355	HYDRAULIC SPECIALISTS INC	330.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108356	IMAGE 360 SAN ANTONIO WEST	6,999.01CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108357	INTERNATIONAL ASSOCIATION FOR	65.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108358	JAMES C. SPARKS	1,999.75CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108359	JORDAN FORD	100,052.55CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108360	KARINA BOSQUEZ	400.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108361	LEON VALLEY WATER SYSTEM	41.41CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108362	LEON VALLEY WATER SYSTEM	23.37CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108363	LONESTAR PROTECTIVE SECURITY A	825.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108364	MEDINA VALLEY SECURITY, INC.	164.85CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108365	METHODIST CARENOW URGENT CARE,	125.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108366	NARDIS PUBLIC SAFETY	198.88CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108367	ODP BUSINESS SOLUTIONS, LLC	519.73CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108368	PATHMARK TRAFFIC EQUIPMENT, LL	100.00CR	POSTED	A	1/31/2026

COMPANY: 999 - Pooled Cash  
 ACCOUNT: 112010 Pooled Cash  
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 STATUS: All  
 FOLIO: All

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ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
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112010	1/21/2026	CHECK	108369	POLLUTION CONTROL SERVICES	360.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108370	PVS DX INC.	110.00CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108371	QUADIENT INC	2,075.94CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108372	SAN ANTONIO WATER SYSTEM	801.69CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108373	SAN ANTONIO WATER SYSTEM	617.71CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108374	SAECO ELECTRIC & UTILITY,	11,005.50CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108375	SAMANTHA REYNA	400.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108376	SEAN SHEEHAN	177.49CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108377	SIDDONS MARTIN EMERGENCY GROUP	1,606.53CR	OUTSTND	A	0/00/0000
112010	1/21/2026	CHECK	108378	SIMPLIFILE, LC	35.75CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108379	SITEONE LANDSCAPE SUPPLY, LLC	474.76CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108380	T & W TIRE, LLC	1,037.84CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108381	TEXAS CORRUGATORS SOUTH TEXAS	5,392.50CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108382	VIRGILO GONZALEZ	200.00CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108383	TYLER TECHNOLOGIES, INC	2,132.18CR	POSTED	A	1/31/2026
112010	1/21/2026	CHECK	108384	WRIGHT EXPRESS FSC	5,336.18CR	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108385	AGENCY 405	3.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108386	ANGELINA CORONA	28.50CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108387	ARDURRA GROUP, INC	6,830.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108388	BOUND TREE MEDICAL, LLC	2,946.06CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108389	BRENDEN WHITE	1.13CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108390	CHARTER COMMUNICATIONS	315.45CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108391	CITY OF SAN ANTONIO	2,354.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108392	CITY PUBLIC SERVICE BOARD	5,496.92CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108393	EAN HOLDINGS, LLC	25.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108394	GALLS, LLC	403.35CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108395	HEAT SAFETY EQUIPMENT, LVOIDED	105.14CR	VOIDED	A	1/27/2026
112010	1/27/2026	CHECK	108396	INGRAM LIBRARY SERVICES LLC	2,371.37CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108397	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108398	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108399	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108400	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108401	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108402	VOID CHECK	0.00	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108403	JAMES C. SPARKS	435.02CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108404	JESSICAMARIE OROZCO	400.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108405	JIFFY LUBE INTERNATIONAL, INC.	138.65CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108406	LEEROY MARTINEZ	400.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108407	LEON VALLEY WATER SYSTEM	138.62CR	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108408	LEON VALLEY WATER SYSTEM	127.85CR	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108409	LITHO PRESS, INC	188.67CR	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108410	LONESTAR PROTECTIVE SECURITY A	250.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108411	MASSEY SERVICES INC	83.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108412	LAWRENCE G MORALES	1,100.00CR	POSTED	A	1/31/2026

COMPANY: 999 - Pooled Cash  
 ACCOUNT: 112010 Pooled Cash  
 TYPE: Check  
 STATUS: All  
 FOLIO: All

CHECK DATE: 1/01/2026 THRU 1/31/2026  
 CLEAR DATE: 0/00/0000 THRU  
 STATEMENT: 0/00/0000 THRU  
 VOIDED DATE: 0/00/0000 THRU 99/99/9999  
 AMOUNT: 0.00 THRU 999,999,999.99  
 CHECK NUMBER: 000000 THRU 999999

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ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	----AMOUNT---	STATUS	FOLIO	CLEAR DATE
CHECK:	-----							
112010	1/27/2026	CHECK	108413	NORTHSIDE INDEPENDENT SCHOOL	75.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108414	ODP BUSINESS SOLUTIONS, LLC	404.48CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108415	PRO WELLNESS SERVICES, PLLC	350.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108416	ROXANNE MENDEZ	215.99CR	POSTED	A	1/31/2026
112010	1/27/2026	CHECK	108417	SAUNDRA PASSAILAIGUE	102.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108418	T-MOBILE USA	658.01CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108419	VOID CHECK	0.00	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108420	U-HAUL CO. OF TENNESSEE	400.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108421	UNITEDHEALTHCARE INSURANCE COM	112,966.08CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108422	VOID CHECK	0.00	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108423	VOID CHECK	0.00	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108424	VALLANCE SECURITY SYSTEMS, INC	95.00CR	OUTSTND	A	0/00/0000
112010	1/27/2026	CHECK	108425	REFUND: OLAGUE, RICHARD	59.10CR	OUTSTND	U	0/00/0000
112010	1/27/2026	CHECK	108426	REFUND: CAPITAL INVESTMENT GRO	22.01CR	OUTSTND	U	0/00/0000
112010	1/27/2026	CHECK	108427	REFUND: CENTURY COMMUNITIES	14.63CR	OUTSTND	U	0/00/0000
112010	1/27/2026	CHECK	108428	REFUND: CENTURY COMMUNITIES	13.58CR	OUTSTND	U	0/00/0000
112010	1/27/2026	CHECK	108429	REFUND: CENTURY COMMUNITIES	21.95CR	OUTSTND	U	0/00/0000
112010	1/27/2026	CHECK	108430	REFUND: CENTURY COMMUNITIES	42.89CR	OUTSTND	U	0/00/0000
112010	1/27/2026	CHECK	108431	REFUND: BROOKS, REGINA	23.98CR	OUTSTND	U	0/00/0000

TOTALS FOR ACCOUNT 112010	CHECK	TOTAL:	978,468.25CR
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	0.00

TOTALS FOR Pooled Cash	CHECK	TOTAL:	978,468.25CR
	DEPOSIT	TOTAL:	0.00
	INTEREST	TOTAL:	0.00
	MISCELLANEOUS	TOTAL:	0.00
	SERVICE CHARGE	TOTAL:	0.00
	EFT	TOTAL:	0.00
	BANK-DRAFT	TOTAL:	0.00

# City of Leon Valley January 2026 Financial Report

Carol Goering

Finance Director

City Council Meeting

February 17, 2026

# City of Leon Valley Monthly Financial January 2026

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## General Fund

Target Percentage 33.33%

REVENUE	FY 2026 BUDGET	FY 2026 Y-T-D ACTUAL		FY 2025 Y-T-D ACTUAL	
Ad Valorem	\$ 6,181,698	\$ 3,758,986	60.8%	\$ 3,826,742	66.42%
Sales Taxes	3,827,643	598,214	15.6%	607,253	16.18%
Franchise Taxes	940,450	100,823	10.7%	95,322	9.54%
Licenses, Permits, Fees & Fines	1,599,340	526,045	32.9%	755,435	47.49%
Interest Income	430,313	142,859	33.2%	137,492	31.95%
Miscellaneous Revenue	1,802,272	83,510	4.6%	1,754,307	98.04%
Transfers In	1,956,942	1,687,817	86.2%	1,729,644	74.59%
<b>Total Revenue</b>	<b>\$ 16,738,658</b>	<b>\$ 6,898,255</b>	<b>41.2%</b>	<b>\$ 8,906,195</b>	<b>53.5%</b>

## EXPENDITURES

Municipal Court	\$ 498,548	\$ 153,647	30.8%	\$ 157,166	36.8%
Finance	469,456	153,314	32.7%	145,101	29.1%
Council & Manager	916,377	284,994	31.1%	335,316	31.9%
Information Technology	332,038	148,573	44.7%	204,844	45.7%
Police	3,714,526	1,188,059	32.0%	1,213,527	31.7%
Impound Lot	156,480	61,277	39.2%	71,385	45.0%
Fire	4,799,485	1,425,027	29.7%	1,287,657	30.0%
Public Works	2,466,884	923,033	37.4%	919,398	34.1%
Planning and Zoning	1,017,179	189,248	18.6%	158,528	15.0%
Economic Development	685,116	124,741	18.2%	124,678	18.5%
Code & Animal Control	194,373	58,422	30.1%	-	0.0%
Special Events	25,540	7,098	27.8%	8,707	5.0%
Parks & Recreation	2,672,666	84,200	3.2%	157,109	5.84%
Library	563,605	189,370	33.6%	162,451	29.3%
Transfers Out	-	-	0.0%	-	0.0%
<b>Total Expenditures</b>	<b>\$ 18,512,273</b>	<b>\$ 4,991,002</b>	<b>27.0%</b>	<b>\$ 4,945,867</b>	<b>26.6%</b>

# City of Leon Valley Monthly Financial January 2026

## General Fund

<b>MISC REVENUE BREAKDOWN:</b>	<b>2026 BUDGET</b>	<b>2026 YTD ACTUALS</b>		<b>2025 YTD ACTUALS</b>	
Miscellaneous	\$ 349,960	\$ 53,338	15.2%	\$ 48,998	1.3%
Sales of Surplus Property	10,000	7,917	79.2%	1,696,403	964.0%
ASPP Grant	20,000	-	0.0%	-	0.0%
Hike and Bike Grant	1,260,312	-	0.0%	-	0.0%
DEA Reimbursement	35,000	-	0.0%	-	0.0%
Insurance Proceeds	50,000	22,255	44.5%	8,237	16.5%
Library Grant	2,000	-	0.0%	668	9.9%
Fire Grant	50,000	-	0.0%	-	0.0%
PD Grants	25,000	-	0.0%	-	0.0%
<b>Total Miscellaneous</b>	<b>\$ 1,802,272</b>	<b>\$ 83,510</b>	<b>4.6%</b>	<b>\$ 1,754,307</b>	<b>98.0%</b>

# City of Leon Valley Monthly Financial January 2026

## Water/Sewer/Storm Water Fund

Target Percentage 33.33%

REVENUE	FY 2026 BUDGET	FY 2026 Y-T-D ACTUAL		FY 2025 Y-T-D ACTUAL	
Water Sales	\$ 2,063,850	\$ 595,928	28.9%	\$ 614,857	29.1%
Sewer Sales	2,649,085	650,923	24.6%	758,466	30.2%
Storm Water	565,000	151,810	26.9%	151,728	27.1%
Connection & Platting	-	375	0.0%	1,725	76.7%
Customer Fees	73,350	26,357	35.9%	27,183	39.1%
Tapping Fees	20,000	1,500	7.5%	8,343	83.4%
Interest Income	175,099	53,200	30.4%	71,629	41.7%
Miscellaneous Revenue	9,500	8,128	85.6%	-	0.0%
<b>Total Revenue</b>	<b>\$ 5,555,884</b>	<b>\$ 1,488,221</b>	<b>26.8%</b>	<b>\$ 1,633,931</b>	<b>24.3%</b>

### EXPENDITURES

Water System *	3,561,962	599,407	16.8%	1,305,035	38.8%
Sewer System	3,069,886	392,028	12.8%	435,514	13.6%
Storm Water	621,765	62,537	10.1%	64,109	7.6%
Other Sources/Uses	1,407,430	1,301,355	92.5%	1,253,538	92.1%
<b>Total Expenditures</b>	<b>\$ 8,661,043</b>	<b>\$ 2,355,327</b>	<b>27.2%</b>	<b>\$ 3,058,196</b>	<b>34.8%</b>

\* Water rights are being paid a portion from revenue and the reserves for water supply and water supply impact

# City of Leon Valley Monthly Financial January 2026

Water/Sewer/Storm Water Fund

MISC REVENUE BREAKDOWN:	2026 BUDGET	YTD ACTUALS	
Miscellaneous	\$ 9,500	\$ 8,128	85.6%
Grant - Bexar County	-	-	0.0%
<b>Total Miscellaneous</b>	<b>\$ 9,500</b>	<b>\$ 8,128</b>	<b>85.6%</b>

# City of Leon Valley Monthly Financial January 2026

## Community Center Fund

Target Percentage 33.33%

REVENUE	FY 2026 BUDGET	FY 2026 Y-T-D ACTUAL		FY 2025 Y-T-D ACTUAL	
Hotel/Motel Taxes	\$ 85,000	12,385	23.1%	12,295	24.2%
Short Term - Rentals	-	7,264		7,033	
<b>RENTAL FEES</b>					
Community Center	50,000	10,505	21.0%	18,000	37.0%
Conference Center	18,000	9,041	50.2%	7,580	42.7%
Interest Income	15,242	3,380	22.2%	3,852	25.8%
Transfers in	-	-	0.0%	-	0.0%
<b>Total Revenue</b>	<b>\$ 168,242</b>	<b>\$ 42,575</b>	<b>25.3%</b>	<b>\$ 48,760</b>	<b>30.2%</b>

### EXPENDITURES

Personnel	\$ 100,500	\$ 35,076	34.9%	\$ 32,003	34.3%
Supplies	13,650	129	0.9%	232	2.0%
Contractual	51,538	12,856	24.9%	9,354	18.7%
Capital Outlay	-	-	0.0%	10,116	84.3%
Transfers Out	22,131	22,131	100.0%	-	0.0%
<b>Total Expenditures</b>	<b>\$ 187,819</b>	<b>\$ 70,193</b>	<b>37.4%</b>	<b>\$ 51,706</b>	<b>30.9%</b>

## City of Leon Valley Monthly Financial January 2026

### Economic/Community Development

Target Percentage 33.33%

REVENUE	FY 2026 Budget	FY 2026 Y-T-D ACTUAL		FY 2025 Y-T-D Actual	
Sales Tax Revenues	\$ 419,307	\$ 65,972	15.7%	\$ 66,995	16.3%
Interest Income	20,313	6,458	31.8%	7,341	36.1%
<b>Total Revenues</b>	<b>\$ 439,620</b>	<b>\$ 72,430</b>	<b>16.5%</b>	<b>\$ 74,335</b>	<b>17.2%</b>

### EXPENDITURES

Personnel	\$ 170,168	\$ 53,715	31.6%	\$ 55,683	30.5%
Supplies	4,475	1,498	33.5%	2,468	18.3%
Contractual	386,627	59,634	15.4%	25,138	10.6%
Capital Outlay	123,846	9,893	8.0%	41,389	17.3%
<b>Total Expenditures</b>	<b>\$ 685,116</b>	<b>\$ 124,741</b>	<b>18.2%</b>	<b>\$ 124,678</b>	<b>18.5%</b>

## City of Leon Valley Monthly Financial January 2026

### Impound Lot

Target Percentage 33.33%

REVENUE	FY 2026 Budget	FY 2026 Y-T-D ACTUAL		FY 2025 Y-T-D Actual	
Impound Lot Fees	\$ 101,000	\$ 53,153	52.6%	\$ 34,945	29.4%
Auctions	102,000	21,682	21.3%	36,348	34.3%
<b>Total Revenues</b>	<b>\$ 203,000</b>	<b>\$ 74,835</b>	<b>36.9%</b>	<b>\$ 71,293</b>	<b>31.7%</b>

### EXPENDITURES

Personnel	\$ 136,901	\$ 52,280	38.2%	\$ 49,644	38.9%
Supplies	3,300	525	15.9%	655	19.8%
Contractual	16,279	8,472	52.0%	3,417	33.9%
Capital	-	-	0.0%	17,669	98.7%
<b>Total Expenditures</b>	<b>\$ 156,480</b>	<b>\$ 61,277</b>	<b>39.2%</b>	<b>\$ 71,385</b>	<b>45.0%</b>

**City of Leon Valley  
Monthly Financial  
January 2026**

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Red Light Cameras (RLC)

Target Percentage 33.33%

REVENUE	FY 2026 Budget	FY 2026 Y-T-D ACTUAL		FY 2025 Y-T-D Actual	
Red Light Camera Fines	\$ 1,884,258	\$ 716,178	38.0%	\$ 565,658	27.2%
Late Fees/Court Costs	200,000	57,752	28.9%	56,108	28.1%
Interest Income	45,000	5,794	12.9%	14,288	37.9%
Miscellaneous Revenue	-	-	0.0%	-	0.0%
Transfers in	-	-	0.0%	-	0.0%
<b>Total Revenues</b>	<b>\$ 2,129,258</b>	<b>\$ 779,724</b>	<b>36.6%</b>	<b>\$ 636,054</b>	<b>27.4%</b>

**EXPENDITURES**

*Red Light Cameras (Tier 1)*

Personnel (6 employees)	\$ 705,561	\$ 248,598	35.2%	\$ 226,664	34.1%
Supplies	18,650	4,085	21.9%	-	0.0%
Contractual	911,318	296,057	32.5%	213,570	23.5%
Transfers	286,838	286,838	100.0%	370,264	100%
<b>Total Tier One</b>	<b>\$ 1,922,367</b>	<b>\$ 835,578</b>	<b>43.5%</b>	<b>\$ 810,498</b>	<b>41.6%</b>

*Traffic Safety (Tier 2)*

Personnel (2 employees)	\$ 213,902	\$ 67,641	31.6%	\$ 42,317	19.4%
Supplies	63,750	2,178	3.4%	593	1.6%
Contractual	137,568	75,902	55.2%	28,475	36.1%
Capital Outlay	10,423	9,797	94.0%	28,002	11.5%
<b>Total Tier Two</b>	<b>\$ 425,643</b>	<b>\$ 155,517</b>	<b>36.5%</b>	<b>\$ 99,386</b>	<b>17.2%</b>

UNAUDITED

RLC Fines Revenue	716,178	
RLC Expenditures (Personnel, Supplies, Contractual)	(548,740)	
RLC Share Personnel YTD	(95,613)	
	<u>71,826</u>	Of this 50% goes to the city the other 50% goes to the state
City 50% Revenue (Loss)	35,913	
Late Fees Revenue (City keeps 100%)	57,752	
Interest Income Revenue (City keeps 100%)	5,794	
	<u>99,459</u>	City Revenue Portion
Traffic Safety Expenditures	(155,517)	
	(56,058)	Total Net Fund Revenue (Loss)

# City of Leon Valley Monthly Financial December 2025

### RED LIGHT TICKETS ISSUED VS PAID

FY 26	ISSUED	PAID
Q4 10/01 - 12/31	18,177	4,527
Q1 01/01 - 03/31		
Q2 04/01 - 06/30		
Q3 07/01 - 09/30		
	18,177	4,527

FY 25	ISSUED	PAID
Q4 10/01 - 12/31	10,480	4,310
Q1 01/01 - 03/31	14,747	6,090
Q2 04/01 - 06/30	16,106	6,097
Q3 07/01 - 09/30	12,626	2,409
	53,959	18,906
Variance	(35,782)	(14,379)

# City of Leon Valley Fund Balances

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Fund Balances as of 09/30/2024:

	General Fund	Red Light Camera	Debt Service Fund	Street Maintenance Tax Fund	Other Nonmajor Governmental Funds
Unassigned	6,832,000	-	-	-	-
Committed for Disaster Emergencies	1,000,000	-	-	-	-
<b>Assigned:</b>					
Economic Development	925,274	-	-	-	-
Tree Mitigation	391,475	-	-	-	-
<b>Restricted:</b>					
Public, Educational and Governmental	332,800	-	-	-	-
Other	7,237	-	-	-	-
Red Light Camera Traffic Safety	-	944,822	-	-	-
Debt Service	-	-	577,210	-	-
Street Maintenance	-	-	-	1,751,192	-
Crime Control and Prevention District	-	-	-	-	738,579
Federal Police Forfeitures	-	-	-	-	1,046,275
Community Center	-	-	-	-	294,008
Grants	-	-	-	-	9,838
Child Safety	-	-	-	-	78,603
State Police Forfeiture	-	-	-	-	11,757
Building Security	-	-	-	-	89,701
Court Technology	-	-	-	-	61,966

# GOALS

- **Transparency:**  
To foster a government that is open, transparent, and accountable by ensuring clear communication, ethical decision-making, and active public engagement.
- **Fiscal Responsibility:**  
To ensure responsible stewardship of public funds by maintaining a balanced budget, optimizing resources, and making strategic financial decisions that promote long-term sustainability.

# City of Leon Valley January 2026 Financial Report

Carol Goering

Finance Director

City Council Meeting

February 17, 2026

**MAYOR AND CITY COUNCIL COMMUNICATION**

**DATE:** February 17, 2026  
**TO:** City Council  
**FROM:** Crystal Caldera, Ph.D., City Manager  
**SUBJECT:** Presentation, Discussion to Consider an Ordinance Amending Chapter 15, "Zoning," Section 15.02.327, "PD", Planned Development District (1st Read as required by the Charter)

**PURPOSE**

The purpose of this item is to consider deleting Ordinance Section 15.02.327, "PD", Planned Development District in Chapter 15 Zoning Code.

After approval by the Planning and Zoning Commission on August 5, 2025, the City Council voted to amend Chapter 15 – Zoning Sustainability and Commercial/Industrial Overlay districts with the caveat that the staff bring back portions of the ordinance that the council would like to amend.

On September 2, 2025, the City Council asked the City Manager to make a comparison of other cities to see how their ordinances compared and draft an ordinance that has more measurable criteria for approving a Planned Development District.

On October 21, 2025, the City Council provided more feedback to the City Manager. The City Manager is to compile the information and to bring it back to the City Council.

On December 2, 2025, the City Manager presented the compiled information, and the City Council provided more feedback. Finalizing the following criteria

On January 20, 2026, the City Council agreed that this zoning district was not a good fit for the City of Leon Valley and requested that this section be removed.

**FISCAL IMPACT:**

NA

**RECOMMENDATION**

City Council's Discretion.

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

APPROVED WITH THE FOLLOWING AMENDMENTS:

\_\_\_\_\_

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ATTEST:

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**Saundra Passailaigue**  
City Secretary

**ORDINANCE No. 2025-**

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL DELETING THE LEON VALLEY CODE OF ORDINANCES CHAPTER 15, “ZONING”, SECTION 15.02.327 “PD” PLANNED DEVELOPMENT DISTRICT, PROVIDING A REPEALER CLAUSE; SEVERABILITY CLAUSE; NOTICE OF MEETING; SAVINGS CLAUSE; PROVIDING AN EFFECTIVE DATE.**

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**WHEREAS** Chapter 211 of the Vernon’s Local Government Code empowers cities to enact zoning regulations and provide for their administration, enforcement, and amendment; and

**WHEREAS** the City has previously deemed it necessary and desirable to adopt zoning regulations to provide for flexibility in the development of property within the City; and

**WHEREAS** the Leon Valley City Council no longer believes that flexible zoning is the right fit for this community, given the amount of available land left to develop;

**WHEREAS** the Planning and Zoning Commission of the City of Leon Valley provided adequate notice and held a public hearing in accordance with Chapter 15 of the Leon Valley Code of Ordinances; and

**WHEREAS**, the City Council, after proper notice and public hearing, determined that the request is consistent and compatible with the City’s Future Land Use Plan, and

**WHEREAS** the City Council of the City of Leon Valley now desires to delete Chapter 15 “Zoning”, section 15.02.327 “PD” Planned Development District Zoning.

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

**SECTION 1.** The ordinance amending Chapter 15 Zoning is hereby approved as depicted in the attached Exhibit “A”.

**SECTION 2. REPEALER CLAUSE.** The provisions of the Ordinance shall be cumulative of all other ordinances or parts of ordinances governing or regulating the same subject matter as that covered herein, provided, however, that all prior ordinances or parts of ordinances inconsistent or in conflict with any of the provisions of this ordinance are hereby expressly repealed to the extent that such inconsistency is apparent by any other ordinance.

**SECTION 3. SEVERABILITY CLAUSE.** If any provision, section, sentence, clause, or phrase of this ordinance or application of the same to any person or set of circumstances is for any reason held to be unconstitutional, void, invalid, or unenforceable, the validity of the remaining portions of this ordinance or its application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the Leon Valley City

Council in adopting, and the Mayor in approving this Ordinance, that no portion thereof or provisions or regulation contained herein shall become inoperative or fall by reason of any unconstitutionally or invalidity of any portion, provision, or regulation.

**SECTION 4. SAVINGS CLAUSE.** The repeal of any ordinance or part of ordinances effectuated by the enactment of this ordinance shall not be construed as abandoning any action now pending under or by virtue of such ordinance or as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the City under any section or provisions of any ordinances at the time of passage of this ordinance.

**SECTION 5. NOTICE OF MEETING CLAUSE.** It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

**SECTION 6. EFFECTIVE DATE.** This ordinance shall become effective on and after its passage, approval and publication as required by law.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley, this the XXXX day of February 2026.

**APPROVED**

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

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

Approved as to Form: \_\_\_\_\_  
**ART RODRIGUEZ**  
City Attorney

### **Sec. 15.02.327 "PD" planned development district**

- (a) ~~*Purpose.* The purpose of a planned development ("PD") zoning district is to facilitate a specific development project, in accordance with a PD project plan, that may include uses, regulations and other requirements that vary from the provisions of other zoning districts. PD districts are intended to generally implement the following:~~
- ~~(1) Flexible and creative planning;~~
  - ~~(2) The goals, objectives, and maps of the city's comprehensive plan, including but not limited to, the city's future land use plan;~~
  - ~~(3) Economic development;~~
  - ~~(4) Compatibility of land uses;~~
  - ~~(5) Innovative planning concepts;~~
  - ~~(6) Higher quality development for the community than would result from the use of the city's standard zoning districts; and~~
  - ~~(7) Expansion of uses with buildings constructed prior to the adoption of the sustainability overlay district on December 1, 2009, that may be difficult to re-purpose.~~
- (b) ~~*Applicability.* A PD district shall only be established in one or more of the following circumstances:~~
- ~~(1) The land is proposed for development as a mixed-use development or a traditional neighborhood development requiring more flexible and innovative design standards;~~
  - ~~(2) The land is located in close proximity to established residential neighborhoods where standard zoning classifications may not adequately address neighborhood concerns regarding the quality or compatibility of the adjacent development, and where it may be desirable to the neighborhood, the developer, or the city to develop and implement mutually agreed, enforceable development standards;~~
  - ~~(3) The land serves as transition between different and seemingly incompatible land uses;~~
  - ~~(4) The land, or adjacent property that would be impacted by the development of the land, has sensitive or unique environmental features requiring a more flexible approach to zoning and clustering of uses, or special design standards, in order to afford the best possible protection of the unique qualities of the site or the adjacent property;~~
  - ~~(5) To provide for the expansion of a lawfully operating nonconforming uses under the conditions that follow:~~
    - ~~(A) Prior to December 1, 2009, the lawfully operating nonconforming use was both:~~
      - ~~(i) Fully conforming with the then applicable zoning regulations;~~
      - ~~(ii) Located within an existing development or building(s), which were specifically designed, both functionally and aesthetically, for its presently legally nonconforming use; and~~
      - ~~(iii) Rezoning the land on which the lawfully operating nonconforming use operates to a standard zoning district or classification, which would allow the expansion of the nonconforming use as a matter of right, may cause the zoning district designation of the land to be determined to be incompatible with the surrounding uses and zoning districts.~~
- (c) ~~*Nature of the district.* Each PD district shall be unique and tailored to the specific site and proposed development project. Each PD district shall be governed by "base zoning" comprised of a zoning district~~

specified within section 15.02.301 of this chapter 15 and any additional overlay districts if appropriate. Each PD district shall also be governed by a PD project plan, as well as any other items specific to the ordinance adopting the PD district as specified in section 15.02.327(d) below.

~~(d) Items specific to the ordinance. The adopting ordinance establishing a PD district shall set forth the following:~~

~~(1) Base zoning district. The adopting ordinance shall specify a base zoning district by which use and development standards shall be applied to subsequent development permits for land within the PD district, unless specifically excepted according to the provisions of this section. The base zoning district specified shall conform to the provisions of the city's comprehensive master plan, including the city's future land use plan.~~

~~(2) Permitted or prohibited uses.~~

~~(A) The adopting ordinance shall specify any uses not allowed in the base zoning district and applicable overlay districts that shall be permitted in the PD district, provided that such uses do not conflict with any provisions of the city's comprehensive plan.~~

~~(B) The adopting ordinance shall specify any uses permitted in the base district and any uses permitted in the applicable overlay districts that shall be prohibited in the PD district.~~

~~(3) Development standards.~~

~~(A) The adopting ordinance shall specify any supplemental design or development standards not required by the base zoning district that shall be applied to subsequent development permits for land within the PD district.~~

~~(B) The adopting ordinance shall specify any development standards required by the base zoning district and applicable overlay districts that shall be varied for subsequent development permits for land within the PD district.~~

~~(C) Standards that may be varied include but are not limited to the following:~~

~~(i) Residential density.~~

~~(ii) Building setbacks.~~

~~(iii) Building height.~~

~~(iv) Lot coverage.~~

~~(v) Parking and access.~~

~~(vi) Landscaping and buffering.~~

~~(vii) Streetscape design.~~

~~(viii) Architecture.~~

~~(D) Varied standards may increase or decrease the requirements otherwise applicable to particular uses.~~

~~(E) Any graphic depictions used to illustrate such standards, unless otherwise provided in the PD district regulations, shall be considered standards that apply to subsequent development applications.~~

~~(4) PD project plan. No PD district may be established without approval of a project plan, containing the documents and minimum information specified in section 15.02.327(e) below.~~

~~(5) Additional items. The adopting ordinance may also specify the following if necessary:~~

~~(A) Required dedications of land or public improvements;~~

- ~~(B) A phasing schedule for the project, where applicable, setting forth the dates for submittal of site development plans and the timing of performance by the developer for dedications of land or public improvements and satisfaction of any conditions in relation to the phasing of development, where applicable;~~
  - ~~(C) Any variations from the city's subdivision or utilities standards pertaining to provision of roadway and drainage facilities provided such variance is justified by a city approved traffic impact study, drainage study, or other type of applicable engineering study, which may be required as a prerequisite for approving a PD district. Otherwise, all facilities or improvements within public rights of way shall be provided in accordance with design standards set forth within the city subdivision regulations;~~
  - ~~(D) Identification of the levels of the deviation allowed between the PD project plan and subsequent development applications that may be approved by the planning and zoning director; and~~
  - ~~(E) Such additional conditions as are established by the council to assure that the PD district is consistent with the city's comprehensive plan.~~
- ~~(e) *PD project plan requirements.* No PD district may be established without approval of a PD project plan. The PD project plan shall be adopted with the ordinance establishing the PD district and shall be construed in conjunction with the authorized uses and development standards set forth within the PD district.~~
- ~~(1) *Required documents.* The following documents shall be required to be included in a PD project plan. For smaller projects the following documents may be combined into one or more documents at the discretion of the planning and zoning director.
    - ~~(A) Land use plan.~~
    - ~~(B) Site plan.~~
    - ~~(C) Landscape plan.~~
    - ~~(D) Traffic impact analysis (TIA).~~
    - ~~(E) Drainage analysis.~~~~
  - ~~(2) *Additional documents.* Additional documents may be required to be submitted as part of a PD project plan, including but not limited to the following:
    - ~~(A) Building elevations.~~
    - ~~(B) Parking plan.~~
    - ~~(C) Signage plan.~~
    - ~~(D) Phasing plan.~~
    - ~~(E) Site or building material specifications.~~~~
  - ~~(3) *Form of documents.* All required and additional documents shall be fully dimensioned and drawn to scale.~~
  - ~~(4) *Content of documents.* Required PD project plan documents shall include but not be limited to the existing and proposed site features such as the following:
    - ~~(A) Topography.~~
    - ~~(B) Floodplain information.~~
    - ~~(C) Adjacent properties.~~
    - ~~(D) Ingress/egress.~~~~

- ~~(E) Existing buildings.~~
  - ~~(F) Parking and loading bays.~~
  - ~~(G) Landscaping.~~
  - ~~(H) Large tree groupings.~~
  - ~~(I) Fire lanes and hydrants.~~
  - ~~(J) Trash receptacle locations.~~
  - ~~(K) Lots.~~
  - ~~(L) Building materials.~~
  - ~~(M) Facade features.~~
  - ~~(N) Street rights-of-way, curblines, widths, and street names.~~
  - ~~(O) Screening fences or walls.~~
- ~~(5) Consistency required. All development applications within the PD district shall be consistent with the incorporated PD project plan. Failure of a subsequent development application to conform to the approved PD project plan for the PD district shall result in denial of the application, unless the PD district regulations are first amended through incorporation of a PD project plan with which the development application is consistent. The degree of conformity required between the project plan and subsequent development applications shall be set forth in the adopting ordinance.~~
- ~~(6) Location and arrangement of uses. The location and arrangement of all authorized uses in the PD district shall be consistent with the PD project plan approved with the PD district.~~
- ~~(7) Deviations from approved PD project plan.~~
- ~~(A) Minor deviations. In determining whether development applications are consistent with the PD project plan, minor deviations from the PD project plan may be approved by the planning and zoning director. Unless otherwise specified in the adopting ordinance, minor deviations are limited to the following:
 
    - ~~(i) Corrections in spelling, distances, and other labeling that does not affect the overall development concept.~~
    - ~~(ii) Change in building layout, when shown, that is less than a ten percent increase in size.~~
    - ~~(iii) Changes in the proposed property lines internal to the PD district, as long as the originally approved district boundaries are not altered.~~
    - ~~(iv) Changes in parking layouts as long as the number of required spaces is not decreased and the general original design is maintained.~~~~
  - ~~(B) Major deviations from the approved PD project plan. All major deviations from the approved PD project plan shall be submitted to the planning and zoning commission for recommendation and city council for approval as an amendment to the PD district.~~
- ~~(f) Procedures for establishment.~~
- ~~(1) Steps for approval. The review process for a PD district application shall include but not be limited to the following steps:
 
    - ~~(A) Pre-application conference;~~
    - ~~(B) Application submittal;~~~~

- ~~(C) Project plan review by the planning and zoning director or designees;~~
- ~~(D) Preliminary feedback from the planning and zoning commission;~~
- ~~(E) Recommendation from the planning and zoning commission;~~
- ~~(F) Final approval from city council.~~
- ~~(2) Application requirements. No application for a PD district shall be accepted by the city until the following items have been submitted to the city by the applicant.~~
  - ~~(A) A completed city zone change application, including all requirements as stated on the application form;~~
  - ~~(B) A statement from the property owner giving authorization to the applicant to file the request for rezoning shall be required as part of the rezoning application, if necessary;~~
  - ~~(C) A legal description of the property under consideration;~~
  - ~~(D) A PD project plan;~~
  - ~~(E) A description of any uses and development standards requested to be modified or varied from those in the base zoning district, as well as the purpose of the variation (i.e., why they are necessary);~~
  - ~~(F) A description of how the proposed PD district fulfills the goals and objectives of the city's adopted comprehensive plan or any other formally adopted city planning document;~~
  - ~~(G) A development schedule outlining a timetable for completion of the entire project;~~
  - ~~(H) A copy of all agreements, provisions, or covenants which govern the use, maintenance, and continued protection of the PD district and any of its common areas, if applicable;~~
  - ~~(I) The required application fee.~~
- ~~(g) Criteria for approval of PD districts. No PD district shall be established which does not meet all of the following criteria:~~
  - ~~(1) The land covered by the proposed PD district fits one or more of the special circumstances warranting a PD district classification;~~
  - ~~(2) The proposed PD district furthers the policies of the city's adopted comprehensive plan (as amended) and other formally adopted city planning documents;~~
  - ~~(3) The proposed PD district demonstrates a more superior development than could be achieved through standard zoning classifications;~~
  - ~~(4) The proposed PD district demonstrates the resolution of compatibility issues with surrounding development;~~
  - ~~(5) The proposed uses and the configuration of uses depicted in the PD project plan are compatible with existing and planned adjoining uses;~~
  - ~~(6) The proposed PD district demonstrates consistency with adopted public facilities plans, including those related to water, wastewater, transportation, drainage and other public facilities; and~~
  - ~~(7) The proposed PD district (if a mixed use or traditional neighborhood project) demonstrates the provision of open space and recreational amenities within the development that provides for a superior living environment and enhanced recreational opportunities for residents of the district and for the public generally.~~

- ~~(h) *Conditions for approval.* The city council may impose such conditions to the PD district regulations and project plan as are necessary to assure that the purpose of the PD district is implemented.~~
- ~~(i) *Subsequent development applications.* The development standards for a PD district shall be applied to the authorized uses through a plat, site development plan, general site plan, or other development applications as set forth in the adopting ordinance.~~
- ~~(j) *Documentation of PD districts.* All PD districts approved after adoption of this Code section, as may be amended, shall be prefixed by a "PD" designation and assigned a unique identification number (e.g., PD-1, PD-2, PD-3, and so on), and shall also be shown on the zoning map.~~
- ~~(k) *Expiration of a planned development district.*~~
- ~~(1) Except for the base zoning, including any applicable overlay districts established by a PD district ordinance, all provisions of PD district, including the project plan, shall initially be valid for a period of 24 months.~~
  - ~~(2) If a building permit has not been issued or construction begun on the detail plan within the 24 months, the PD district shall automatically expire and no longer be valid, and the zoning of the property shall automatically convert to the base zoning specified.~~
  - ~~(3) The city council may, prior to the 24 month expiration, for good cause shown, extend for up to 24 additional months; during which time all provisions of the original PD district ordinance may remain valid. Only one extension may be granted.~~
  - ~~(4) Following both the issuance and commencement of progress pursuant to the adopted PD project plan, all provisions of the PD district shall remain effective without expiration.~~

~~(Ordinance 2019-58 adopted 11-19-19)~~



# Planned Development District

Crystal Caldera, PhD  
City Manager  
City Council Meeting  
February 17, 2026

# Summary

- **Question**
  - Whether or not to delete Ordinance Chapter 15, Section 15.02.327 “PD” Planned development District.
- **Options**
  - Approve
  - Approve with Additional changes
  - Deny
- **Declaration**
  - The City Council’s Discretion

# Background

- On August 5, 2025, the City Council voted to amend Chapter 15 – Zoning Sustainability and Commercial/Industrial Overlay districts with the caveat that the staff bring back portions of the ordinance that the council would like to amend.
- On September 2, 2025, the City Council asked the City Manager to do a comparison of other cities to see how their ordinances compared and draft an ordinance that has more measurable criteria.
- On October 21, 2025, the City Council reviewed the information and provided feedback to the City Manager
- December 2, 2025 – City Council provided the City Manager with changes to the Criteria

# Background

- January 20, 2026, City Council decided to delete this section in Chapter 15.

# Fiscal Impact

- N/A

# Recommendation

- City Council's Discretion

## MAYOR AND COUNCIL COMMUNICATION

**DATE:** February 17, 2026  
**TO:** Mayor and Council  
**FROM:** David Dimaline, Public Works Director  
**THROUGH:** Crystal Caldera, Ph.D., City Manager  
**SUBJECT:** Discussion and Possible Action to Consider Approval of a Resolution Adopting “El Verde By 2030” Plan for Environmental Sustainability for the City of Leon Valley  
**SPONSOR(S):** None

### **PURPOSE & BACKGROUND**

The purpose of this item is to consider approval of a Resolution adopting “El Verde by 2030” plan for environmental sustainability for the City of Leon Valley. In 2007, the City Council adopted a Resolution (Res. No. 07-019) with the title “El Verde by 2020, which was a plan for environmental sustainability. The goal of the plan was for the City organization to become carbon neutral by 2020. The other goals listed in the Resolution are:

- A commitment to the preservation and expansion of the Leon Valley tree canopy by 2020
- To promote green home and business construction by 2020 with the goal of 20% of its structures completely green by 2020
- A commitment to water consumption reduction, alternative irrigation sources, and xeriscaping by 2020;
- Adopting measures to reach the goal for the City of Leon Valley to become “El Verde by 2020” and plant 10,000 trees

Information was presented at the 2019 Town Hall meeting and goals were reaffirmed and a date for reaching the goals changed from 2020 to 2025. However, the Resolution from 2007 has not been updated to reflect the new date changes.

Staff has reviewed each of the goals for “El Verde by 2020 Plan”. The following is a summary:

Goal #1 Carbon Neutral

- Staff identified trash tonnage for a 1-year period collected by Tiger Sanitation. In 2025, 2,585.72 tons of garbage, 752.61 tons of recycling, and 239.95 tons of bulk were collected. Compared to 2019, recycling collection increased by 8.45%.
- Staff identified the amount of debris collected by street sweeping in one year was 410 cubic yards, which is approximately 51 dump truck loads of material being diverted from our stormwater drainage system.
- Staff continue to identify energy usage and methods for reduction.
- For carbon neutral goals, staff could not identify total emissions from city vehicles and equipment, and from vehicle emissions. Identifying and keeping accurate calculations of emissions from vehicles and equipment is not feasible. This is mainly because staff, city vehicles and equipment keep changing and there is not enough staff to continue updating information.
- Staff met with CPS Energy and Clear Result to determine energy usage per year, per facility. The annual goal is to reduce energy usage by 5% per year.
- Solar panels have been installed on the Library, Community Center, City Hall and Fire Station roofs.

#### Goal #2 – Preservation & expansion of the Tree Canopy – Plant 10,000 Trees by 2025

- Continued the tree planting program at our parks and public spaces.
- Continue with Tree Adoption events. 300 trees are provided for residents in partnership with CPS Energy at the annual Arbor Day and Earthwise Living Day events.
- Partnered with Bexar Branches Alliance to plant new trees along the Huebner Creek Greenway Hike and Bike Trail.
- Developers have been required to replant trees.
- We currently are at 9,240 trees since 2007—760 trees are needed to reach the goal of 10,000. We anticipate reaching the goal in 2027.

#### Goal #3 – Green Home & Business Construction 20% of Structures Green by 2025

- The City adopted the Property Assessed Clean Energy (PACE) Program. This is a financing tool that allows owners of commercial, industrial, nonprofit, and large multi-family residential properties to access low-cost, long-term loans to make energy efficiency and water conservation improvements to real properties.
- Adopted the International Commercial Energy Code
- Developers and home builders are voluntarily using energy efficient and “green” building products in new homes to promote sales.
- Currently, there is no baseline data established and no clear path to quantify success. House Bill 2439 limits a municipality’s ability to regulate building materials for residential and commercial projects.

- Many existing residential structures in the city are older and have not been remodeled to include retrofitting of this nature.

#### Goal #4 – Water Consumption Reduction, Alternative irrigation Sources and Xeriscaping

- Baseline data from pumping records show a 10% reduction in water usage over the past three years.
- An acoustic leak detection study was performed in 2023, with a total of sixteen leaks identified and repaired. Another leak detection study is planned for 2027.
- The City of Leon Valley water utility had a water loss of 14.45% in 2025. The national average is 16-19%.
- The city has promoted xeriscaping at events and promoted it through the Lion's Roar and website.
- Two additional conservation programs have been introduced to include a rain barrel installation, and xeriscape yard installation rebate.
- Established a monetary penalty for excess water usage due to Stage 3-5 water restrictions.
- Continue to offer existing rebates on high efficiency washing machines and low flow toilets.
- Continue to enforce critical period water reduction measures in coordination with the Edwards Aquifer Authority.
- Continue to offer home water audits for customers to help identify and reduce water leaks.
- Continue to dispense water conservation tool kits to residents.

#### Goal #5 – Adopt Measures to Reach the Goal

- The city revised zoning regulations and integrated requirements for reduced energy through lighting and credits for hardscaping, etc.
- The intent is to make Leon Valley more sustainable for future generations through utilizing integrated mixed use, encouraging pedestrian and bicycle friendliness, and reduction of landscape watering.
- Continue the "Adopt a Spot" program to encourage residents to manage certain areas of Leon Valley by removing trash and debris quarterly at a specific location.
- Continue working with TXDOT to reconstruct Bandera Road, which would include pedestrian facilities.
- Construction of the Huebner Creek Greenway Hike and Bike Trail Extension.
- Continue to apply for AACOG Solid Waste Management Grants. The city submitted an application for grant funding for a household hazardous waste collection event scheduled for 2026.

- Installed recycling trash kiosks at city buildings and parks that promote the importance of recycling.
- Replaced all non-led light fixtures and bulbs with newer LED models.
- Performed electrical systems inspections and replaced and repaired malfunctioning systems at older facilities.

In completing the review of the goals of “El Verde by 2020”, staff recommends the following considerations that are included in the updated Resolution.

1. Move the attainment dates to 2030.
2. Consider incentives for home and business owners to build/remodel green.
3. Consider removing the year 2030 as a goal for becoming carbon neutral. Major Texas cities are setting localized carbon-neutral goals for net-zero emissions by 2040-2050.

**FISCAL IMPACT**

N/A

**RECOMMENDATION**

Staff recommends approval of the Resolution.

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

APPROVED WITH THE FOLLWING AMENDMENTS:

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ATTEST:

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SAUNDRA PASSAILAIGUE, TRMC  
City Secretary

**RESOLUTION NO. 26-\_\_\_\_\_**

**A RESOLUTION ADOPTING “EL VERDE BY 2030” PLAN FOR ENVIRONMENTAL SUSTAINABILITY FOR THE CITY OF LEON VALLEY.**

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**WHEREAS**, the City of Leon Valley wishes to adopt a program to ensure environmental sustainability for its citizens and its future; and

**WHEREAS**, the Leon Valley community has long been committed to preserving its heritage, its environment, and its future.

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

1. It will be a goal for the City organization to become carbon neutral; and
2. The City of Leon Valley is committed to the preservation and expansion of the Leon Valley tree canopy by 2030; and
3. The City of Leon Valley shall promote green home and business construction by 2030 with the goal of 20% of its structures to build and/or remodel green by 2030; and
4. The City of Leon Valley will commit to water consumption reduction, alternative irrigation sources, and xeriscaping by 2030; and
5. The City of Leon Valley will adopt measures to reach the goal for the City of Leon Valley to become “El Verde by 2030”.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley this the 17th day of February, 2026.

**APPROVED**

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**CHRIS RILEY**  
MAYOR

Attest:

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**SAUNDRA PASSAILAIGUE**  
City Secretary, TRMC

Approved as to Form:

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**ARTURO D. 'ART' RODRIGUEZ**  
City Attorney

# Consider Approval of a Resolution Adopting “El Verde By 2030” Plan for Environmental Sustainability

David Dimaline  
Public Works Director  
City Council Meeting  
February 17, 2026

# Summary

- A Resolution Adopting “El Verde by 2030” Plan for Environmental Sustainability
- Options
  - Approve
  - Deny
  - Other
- Declaration
  - Recommend approval of the Resolution

# Purpose

- To update the Council on the progress being made towards the “El Verde by 2025” goal of being a “carbon neutral” city by the year 2025
- To consider changes to the goals, based on new data, changes in laws, and outside influences
- To Recommend a Resolution for “El Verde by 2030”

# Background

- On November 5, 2007, the City Council adopted a Resolution (Res. No. 07-019) with the title “El Verde by 2020, which was a plan for environmental sustainability, as follows:
  - It will be a goal for the City organization to become carbon neutral by 2020; and
  - The City of Leon Valley:
    - is committed to the preservation and expansion of the Leon Valley tree canopy by 2020; and
    - shall promote green home and business construction by 2020, with the goal of 20% of its structures being completely green by 2020; and
    - will commit to water consumption reduction, alternative irrigation sources, and xeriscaping by 2020; and
    - will adopt measures to reach the goal for the City of Leon Valley to become "El Verde by 2020" – plant 10,000 trees

# Background

- After research, staff found that, other than tree planting & water usage data, no baseline data exists to determine a reduction plan
- Based on information presented at the January 2019 Town Hall meeting, goals were reaffirmed & date for reaching goals changed from 2020 to 2025
- Staff reviewed the goals and the following is a summary of the 2025 initiative:

## Goal #1 – Carbon Neutral by 2025

- Staff has identified trash tonnage for a 1-year period collected by Tiger Sanitation
  - Trash 2,585.72, Bulk 239.95, Recycle 752.61
  - Total 3,578.28 tons
- Staff has identified the amount of spoils collected by regular street sweeping in one year
  - 410 cubic yards (approx. 51 dump truck loads)
- In the process of identifying energy usage and methods for reduction
- Was not able to identify total emissions from city vehicles & equipment, and from staff vehicle emissions

# Goal #1 – Carbon Neutral by 2025

- Identifying and keeping accurate calculations of emissions from vehicles and equipment is not feasible
  - Staff & city vehicles/equipment keep changing & not enough staff to continue updating information
- Staff met with CPS Energy & Clear Result to determine energy usage per year, per facility
  - Goal is to reduce energy usage by 5% per year
  - Solar panels installed on library, community center, city hall, and fire station roofs

# Goal #2 - Preservation & Expansion of the Tree Canopy

{Section}.101.

## Canopy – Plant 10,000 Trees by 2025

- Continued the tree planting program at our parks and public spaces
  - Continuing to give away 300 trees in coordination with CPS Energy at annual Arbor Day and Earthwise Living Day events
  - Planted new trees along the Hike & Bike Trail
  - Developers have been required to replant
  - Have given away/planted a total of 9240 trees since 2007 – 760 needed to finish.

# Goal #3 -Green Home & Business Construction {Section}.101.

## 20% of Structures Green by 2025

- The City adopted the Property Assessed Clean Energy (PACE) program
  - Financing tool allows owners of commercial, industrial, nonprofit, & large multi-family residential properties to access low-cost, long-term loans to make energy efficiency & water conservation improvements to real properties
- The City also adopted the International Commercial Energy Code
  - Developers are voluntarily using energy efficient and “green” building products in new homes to promote sales

# Goal #3 -Green Home & Business Construction {Section}.101.

## 20% of Structures Green by 2025

- No baseline data established & no clear path to quantify success
  - Governor signed House Bill 2439 in June 2019, which limits municipalities' ability to regulate building materials on residential and commercial projects
  - The majority of existing structures in the City are residential, older, and not remodeled to include retrofitting of this nature

# Goal #4 - Water Consumption Reduction, Alternative Irrigation Sources, & Xeriscaping

- Baseline data from pumping records show a 10% reduction in water usage over the past 3 years
- Performed acoustic leak detection in 2023, which identified 16 leaks. Will perform another leak detection in 2027
- 2025 COLV Water loss 14.45%
  - National average is 16-19%
  - Municipalities aim to keep water loss at 10-15%
- City promoted xeriscaping at events, in newsletter & on website
- Introduced 2 more conservation programs:
  - Rain barrel installation rebate
  - Xeriscape yard installation rebate

## Goal #4 - Water Consumption Reduction, Alternative Irrigation Sources, & Xeriscaping

- Established monetary penalty for excess water usage due to Stage 3-5 water restrictions
- Continue to dispense water conservation tool kits to residents
- Continue to perform home water audits to reduce leaks
- Continue to offer existing rebates on high efficiency washing machines and low flow toilets
- Continue to enforce critical period water reduction measures

## Goal #5 - Adopt Measures to Reach the Goal

- City revised zoning regulations & integrated requirements for reduced energy through lighting & credits for hardscaping, etc.
- Intent is to make the community more sustainable for future generations through:
  - Providing for integrated mixed use
  - Encouraging pedestrian & bicycle friendliness
  - Encouraging reduction in landscape watering

# Goal #5 - Adopt Measures to Reach the Goal

- Other adopted measures include:
  - Continued the “Adopt a Spot” program to encourage residents to manage certain areas of Leon Valley by removing trash & debris quarterly at that “spot”
  - Working with TxDOT to reconstruct Bandera Road, which would include pedestrian facilities
  - Construction of the Huebner Creek Greenway Hike and Bike Trail Extension
    - Phase I – Completed
    - Phase II – Construction to Begin spring 2026
    - Phase III – MPO Grant Application

## Goal #5 – Other Measures to Reach the Goal

- Continue to apply for grants from AACOG - this year for household hazardous waste collection event
- Installed new recycling trash kiosks at City facilities, which clearly advertise recycling
- Replacing all non-LED light fixtures & bulbs with newer LED models
- Performed in house electrical systems inspection and replaced/repared malfunctioning systems at older facilities

# City Council Considerations

- Consider moving the attainment dates to 2030
- Consider incentives for home and business owners to build/remodel green
- Consider removing a year from the goal of becoming carbon neutral. Major Texas cities are setting ambitious, localized carbon-neutral goals for net-zero emissions by 2040-2050

# Recommendation

- Recommend Approval of the Resolution

# Goals and Objectives

## **Goal D. Environment:**

To promote a cleaner, healthier, and more sustainable future for Leon Valley by implementing eco-friendly initiatives, conserving natural resources, and reducing the city's environmental footprint

**MAYOR AND COUNCIL COMMUNICATION**

**DATE:** February 17, 2026  
**TO:** Mayor and Council  
**FROM:** Dr. Crystal Caldera, City Manager  
**SUBJECT:** Presentation, Discussion on Amending Chapter 11 - Taxation, Article 11.05 Short Term Rentals Occupancy Tax to add a Requirement of Permit Number Listings and Address Identification (First Read as Required by the City Charter) - Dr. Caldera, City Manager

**PURPOSE**

Amending this Ordinance will require the short-term rental listing service to provide:

- Addresses and permit numbers in their required records that they send to the City
- Require a permit number before listing

**FISCAL IMPACT**

The fiscal impact will enable the city to ensure all short-term rentals comply. Failure to comply could result in fees associated with the violations.

**RECOMMENDATION**

City Council's Discretion

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

APPROVED WITH THE FOLLOWING AMENDMENTS:

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

ATTEST :

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

ORDINANCE NO. 26-\_\_

**AN ORDINANCE OF THE CITY OF LEON VALLEY, TX, CITY COUNCIL AUTHORIZING THE AMENDING OF THE LEON VALLEY CODE OF ORDINANCE, CHAPTER 11- TAXATION, BY ADDING 11.05 – SHORT TERM RENTALS-OCCUPANCY TAX - ARTICLE 11.05 – SHORT TERM-RENTALS- OCCUPANCY TAX; REPEALING ALL ORDINANCE IN CONFLICT THEREWITH; PROVIDING FOR SEVERABILITY; SAVING CLAUSE; EFFECTIVE DATE; NOTICE OF OPEN MEETING AND PROVIDING FOR A PENALTY.**

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**WHEREAS**, The City of Leon Valley City Council wishes to amend Chapter 11- Taxation and add Section 11.05 – Short Term Rentals-Occupancy Tax.

**WHEREAS**, the City of Leon Valley deems it necessary to adopt this ordinance for the collection of and reporting of hotel occupancy tax for short-term rentals within the City of Leon Valley.

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

**SECTION 1.** All the above premises are hereby found to be the true and correct legislative and factual findings of the City of Leon Valley and are hereby approved and incorporated into the body of this ordinance as if copied in their entirety.

**SECTION 2.** Chapter 11- Taxation, by adding 11.05 – Short-Term Rentals- Occupancy Tax - Article 11.05 – Short-Term Rentals- Occupancy Tax; shall read as follows:

**ARTICLE 11.05 – SHORT-TERM RENTALS - OCCUPANCY TAX**

**Sec. 11.05.001 - Definitions**

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

*Consideration.* The cost of the room or home in such short-term rental, not to include the cost of any food served or personal services rendered to the occupant of such room not related to the cleaning and readying of such room for occupancy.

*Short-Term Rental.* A dwelling that is (a) used or designed to be used as a place where a person may reside, including a single-family dwelling, garage apartment, guest house or a unit in a multi-unit building, including an apartment, condominium, cooperative or timeshare; and (b) rented wholly or partly for a fee and for a period of less than thirty (30) consecutive days.

*Short-Term Rental Listing Service.* A person, company or other legal entity that participates in the Short-Term rental business by facilitating and/or collecting a fee for booking services through which a person may offer Short-Term Rentals to potential

guests. Short-Term Rental Listing Services usually, though not necessarily, provide booking services through an online platform that allows a person to advertise the premises through a website or mobile application provided by the Short-Term Rental Listing Service and the Short-Term Rental Listing Service conducts a transaction by which potential guests arrange their use and their payment, whether the potential guest pays rent directly to the person or to the Short-Term Rental Listing Service.

*Occupancy.* The use or possession, or the right to use or possess, any room or rooms, sleeping space, bed, or other facility in a short-term rental under any concession, permit, right of access, license, contract, or agreement.

*Occupant.* Anyone who, for a consideration, uses, possesses, or has a right to use or possess any room or rooms, sleeping space, bed, or other facility in a short-term rental under any concession, permit, right of access, license, contract, or agreement.

*Permanent resident.* Any occupant who has or shall have the right to occupancy of any room or rooms or sleeping space or other facility in a short-term rental, apartment, or condominium for at least thirty (30) consecutive days during a calendar year.

*Person.* Any individual, company, corporation, or association owning, operating, managing, or controlling any short-term rental.

*Quarterly period.* The regular calendar quarters of the year, the first quarter being composed of the months of January, February, and March; the second quarter being the months of April, May, and June; the third quarter being the months of July, August, and September; and the fourth quarter being the months of October, November, and December.

*Tax collector.* Any city official, or any official of any agency contracted to collect taxes for the city, designated by the city council.

**Permit Numbers.** Permit numbers are unique identifiers issued by the City of Leon Valley. Each short-term rental dwelling is required to be registered with the City of Leon Valley and, upon approval, shall be assigned a permit number. Operating a short-term rental dwelling without a valid permit number constitutes a violation of this ordinance.

#### **Sec. 11.05.002 - Levy; exemptions**

- a) There is hereby levied a tax upon the cost of occupancy of any room or space furnished by any short-term rental where such cost of occupancy is at a rate of \$2.00 or more per day, such tax to be equal to seven percent of the consideration paid by the occupant of such room to such hotel.
- b) No tax shall be imposed hereunder upon a permanent resident.
- c) The United States government and its employees, including military personnel, traveling on official business are exempt from local hotel occupancy taxes.
- d) No tax shall be imposed hereunder upon a rental agreement rented wholly or partly for a period of more than thirty (30) consecutive days.

### **Sec. 11.05.003 - Collection**

Every short-term rental listing service, person owning, operating, managing, or controlling any short-term rental shall collect the tax imposed in this article for the city. Every short-term rental service must require a permit number from the City before listing an address on its platform. Failure to require a permit number before listing will be a violation of this ordinance.

### **Sec. 11.05.004 - Required records.**

Every short-term rental listing service, person owning, operating, managing or controlling any short-term rental is required to record of the following information:

- a) Itemized record of each address and the tax being remitted by the address.
- b) Itemized record of each address and its associated permit number;

### **Sec. 11.05.005 - Filing of reports; payment of tax collected.**

On the last day of the month following each quarterly period, every short-term rental listing service is required hereby to collect the tax imposed by this article shall file a report with the tax collector showing the consideration paid for all room occupancies in the preceding quarter, the amount of tax collected on the city's behalf on such occupancies, all required records as stated in Section 11.05.004, and any other information as the tax collector may reasonably require. Such short-term rental listing service shall pay over the tax due on such occupancies at the time of filing such report. There shall also be furnished to the tax collector of the city, at the time of the payment of such tax, a copy of the tax report filed with the state comptroller in connection with the state hotel occupancy tax.

### **Sec. 11.05.006 - Rules and regulations; access to records**

The tax collector shall have the power to make such rules and regulations as are necessary to effectively collect the tax levied herein, and shall, upon reasonable notice, have access to books and records necessary to enable him to determine the correctness of any report filed as required by this article and the amount of taxes due under the provisions of this article.

### **Sec. 11.05.007 - Penalty for violation**

If any short-term rental listing service or person is required by the provisions of this article to collect the tax imposed herein, and pay to the tax collector the tax imposed herein, shall fail to collect such tax, shall fail to file such report, or shall fail to pay such tax, or if such person shall file a false report, such person shall be deemed guilty of a misdemeanor, and be subject to a fine.

Each violation of this article shall be punished by a fine in accordance with [section 1.01.009](#) of this Code, unless some other fine is specifically prescribed for a particular violation. Each day any violation occurs or continues shall be considered a separate offense.

### **Sec. 11.05.008 - Penalty for failure to file reports or pay tax; interest on delinquent tax.**

If any short-term rental listing service or person shall fail to file a report as required herein or shall fail to pay the tax collector the tax imposed herein when such report or payment is due, he shall pay five percent of the amount due as a penalty, and after 30 days he shall pay an additional five percent of such tax; provided, however, that the penalty shall never be less than one dollar (\$1.00). Delinquent taxes shall draw interest at the rate of six percent per annum beginning 60 days from the date due.

**Sec. 11.05.009 - Use of proceeds**

- a) The proceeds of the tax herein levied shall be allocated to the following purposes:
1. The acquisition of sites for and the construction, improvement, enlarging, equipping, repairing, operation, and maintenance of convention center facilities, including, but not limited to, civic center convention buildings, auditoriums, coliseums, civic theaters, museums, and parking areas or facilities for the parking or storage of motor vehicles or other conveyances located at or in the immediate vicinity of the convention center facilities;
  2. The furnishing of facilities, personnel, and materials for the registration of convention delegates or registrants;
  3. Advertising for general promotional and tourist advertising of the city and its vicinity and conducting a solicitation and operating program to attract conventions and visitors, either by the city or through contracts with persons or organizations selected by the city;
  4. The encouragement, promotion, improvement, and application of the arts, including music (instrumental and vocal), dance, drama, folk art, creative writing, architecture, design and allied fields, painting, sculpture, photography, graphic and craft arts, motion pictures, television, radio, tape and sound recording, and the arts related to presentation, performance, execution, and exhibition of these major art forms;
  5. Historical preservation and restoration projects or activities at or in the immediate vicinity of convention center facilities or historical preservation and restoration projects or activities located elsewhere in the city that would be frequented by tourists and visitors to the city.
  6. One-half of one percent of a hotel tax equal to less than three percent, or one percent of a hotel tax greater than three percent, shall be reserved for the purpose of advertising and conducting solicitation programs to acquaint potential users with public meeting and convention facilities, and for promotion of tourism and advertising of the city and its vicinity either by the city or through contract with persons or organizations selected by the city.

(c) Any revenues collected from the tax in excess of four percent of the consideration paid by the occupant shall be used for the purposes specified in subsections (a)(1), (2), (3) and (4) of this section, except that no more than one percent of such revenues shall be used for the purposes specified in subsection (a)(4) of this section.

**SECTION 3.** 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 as discontinuing, abating, modifying, or altering any penalty accruing or to accrue, or as affecting any rights of the municipality under any section or provisions at the time of passage of this Ordinance.

**SECTION 4.** That it is hereby declared to be the intention of the City Council of the City of Leon Valley that phrases, clauses, sentences, paragraphs, and sections of this Ordinance are severable, and if any phrase, clause, sentence, paragraph, or section of this Ordinance should be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinances, since the same would have been enacted by the City Council without incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph, and section.

**SECTION 5.** The ordinance shall be effective upon passage and publication as required by law.

**PASSED, ADOPTED AND APPROVED** by the City Council of the City of Leon Valley this the XXXXX<sup>st</sup> day of March, 2026.

**APPROVED**

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

Attest:

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

Approved as to Form:

\_\_\_\_\_  
City Attorney

# **City of Leon Valley New Article 11.05 Short Term Rentals- Occupancy Tax**

Crystal Caldera, PhD

Council Meeting

2/4/2026

# Summary

- Amending this Ordinance will require the short-term rental listing service to provide:
  - Addresses and permit numbers in their required records that they send to the City
  - Require a permit number before listing

## **Options:**

1. Approve
2. Denial
3. Amend

# Program Objectives:

- This ensure compliance with the City's rules and regulations

# Fiscal impact

- The fiscal impact will enable the city to ensure all short-term rentals comply. Failure to comply could result in fees associated with the violations.

# Recommendation

- At the council's discretion

## **OUTSTANDING CITY COUNCIL ITEMS**

- **Four-way stop at Forest Meadow and Evers.**
  - To be evaluated upon the development of the Evers property.
  - Will be discussed on 7/13/2024 council retreat
  - Waiting until after the development or until it is added by the city council.
- **Discussion on large capital projects – Possible Bond**
  - Public Works Building
  - ADA requirements
  - Crystal Hills Park
  - Pool
  - Dog Park
  - Library Annex
  - Will be discussed at the council retreat on 7/13/2024
  - This item was briefly discussed and will be brought back to the city council. September 17, 2024, council meeting.
  - Add to the town hall meeting for 2024 discussion
    - It was discussed, but did not go anywhere
  - Will be bringing this back for the 2025 for discussion
  - Added to the 2026 THM
- **Ordinance on Amending the PDD**
  - Scheduled to go to the zoning commission meeting on 4/23/2024
  - The zoning commission tabled the item. Will revisit 5/28/2024
  - Zoning commission revisited on 6/5/2024
  - The Zoning Commission will revisit in September
  - New Planning Zoning Director is working with the City Attorney.
  - Will bring back for discussion on 8/19/25- moved by Mayor
  - Scheduled Discussion 9/2/2025
  - City Manager's draft presented on 10/21/25
    - City Council will provide recommendations and give to the City Manager. Expected to come back on 11/18/25, the item was moved to the 12/2/25 meeting by the Mayor
    - 12/2/2025 City Council decided on the criteria
    - 12/16/2025 more discussion on the ord.
    - Delete this section 2/3/2026 – First read
    - Delete this section 2/17/2026-Second read
- **Extending El Verde by 2025 to a 2030 – February 17, 2026**
- **Recycled Waterline to the LC 17 Section of H & B – March 2026**
- **Park Veteran Monument- February 17, 2026**
- **STR Tax Ord. Amendment – February 17, 2026**
- **Crime Stats for calendar year – March 2026**
- **Police staffing – March 2026**

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

- **Comprehensive Master Plan**
  - Was addressed at the following Council meetings:
    - 2/2/2021
    - 3/23/2021
    - 06/1/2021
  - This item was discussed during the budget process, and ultimately, the Council has decided not to spend the funds on this project at this time.
  - This will be discussed during the town hall meeting update with the council on 4/19/2022.
    - The council would like us to use our future land use map.
  - Establish neighborhood boundaries
  - The council has opted not to update the Master Plan.
  - P & Z Director investigating a university conducting the plan.
  - Boundaries of the neighborhood
  - This has been placed in the FY 2025 budget.
    - The Council has decided to move the \$250,000 to the city's emergency fund.
    - Item was moved back in after there were savings in other areas.
    - Rollover to FY 2026
    - Reviewing RFPs
- **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.
  - This item could not be purchased out of ARP funds.
- **Flooding**
  - Was addressed at the following Council Meetings.
    - 08/03/2021 – Flood damage prevention Ord. # 21-034.
    - 11/2/2021 – To discuss flood mitigation strategies.
    - 12/07/2021 – Short-Term options to address flooding.
  - Budget Adjustment – For funding floodway monitoring and software upgrades.
    - Upcoming Council presentation 1/18/2022.
  - Budget Adjustment – for creek cleanup.
    - Staff is proposing \$150,000 in ARP funds. Upcoming Council meeting TBD.
  - Segment one of Huebner Creek will be presented to the Council on 4/19/2022.
    - Council decided to look at the 50' wide, protected little league, the study will be brought back to the Council before we agree to do it.
  - Budget adjustment for creek cleanup.

- 6/7/2022
  - Budget adjustment for flood gates and notification system.
    - 6/7/2022 postponed
- Huebner Creek Channel Improvement presentation 9/20/2022.
  - Council direction to bring back budget adjustment on \$633,000.
    - First Read 10/3/2022.
    - Second Read 10/18/2022.
  - 11/21/2023 – PW Director will provide an update and receive direction – Council decided to have a field trip to look at the creek layout TBD.
  - The Council decided to conduct a field trip in the Natural Area
  - 12/6/2023, the Council walked the steaked-out creek realignment
  - 1/16/2023 – The Council will revisit the project.
  - 2/24/2023- the Council will have a workshop to discuss with the engineer.
    - The council directed the engineer to look at a plan that leaves the creek alignment alone, a new tree survey, and build a retaining wall for erosion.
  - 8/6/2024 – budget adjustment will be presented to the council in the amount of \$168,000
  - Second Read on the Budget Adjustment is scheduled for 8/20/2024.
  - After council approval, the following is the timeline:
    - Preliminary Design – 1.5 months (45 days) from NTP
    - Final Design – 3-4 months (90-120 days)
    - Environmental – TBD – 3-6 months and will be concurrent with design
    - Bidding and Construction – TBD based on funding – Not Authorized at this time
    - Approved
  - Chanel bank options 11/19
    - Council decided to proceed with Rip Rap option and have staff proceed with SAWS addressing the exposed recycled water line.
  - The Mayor requested that an item be added to have the engineers mark the trees that would be removed with the projects this item is on 1/17/2024 council meeting to be added for approval
    - City Council did not approve the expending of these funds and also had no objection to continuing the project
  - Mayor, City Manager, Mayor Pro Tem and Engineer met with SAWS on 1/30/2025. To see what they would be willing to assist with. The City Manager asked if they would be willing to participate in an alternative that they engineered.
    - On 3/18/25, the city council was asked to choose between the original option, rip rap option, retaining wall option, or erosion. The City council voted to pause the project.
    - Joint meeting with LVHS on 10/18/25

- A workshop will be given in November by the engineer
- 11/18 council will discuss changing the date.
- Council decided to have engineer evaluate the drop wall and the purchase of property.
- **Silo design per request of the adjacent property owner**
  - 5/2/2023 – Moved by CM due to the number of items on the agenda.
  - 5/16/2023 – Scheduled
    - Council Requested outreach to local universities.
    - Melinda is working on quotes.
    - Council removed from FY 26 budget.
    - February 17, 2026 Silo request to Purchase
- **Stray Animal Ordinance**
  - Currently being reviewed by the City Attorney – we cannot require private industry to take in and adopt our stray animals.
  - Looking at a possible interlocal agreement.
  - Staff has met with the county for a long-term solution.
  - On discussion for the retreat- the council had no revisions to the current policy. 7/1/25

### **Completed**

- **Update on LV development – February**
- **Planning and Zoning General Rules 11/18**
  - The council decided to add an Ord. on the 12/16 meeting to have the excuse or unexcused be approved by the body.
  - Second read is 1/20/25 for approval final approval 2/3/26