



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, February 20, 2024 at 6:00 PM

**MINUTES**

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

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

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

**PRESENT**

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

Mayor Chris Riley called the meeting to order at 6:00 PM and announced that a quorum of City Council was present in Council Chambers.

Mayor Riley asked Councilor Philip Campos to lead the Pledge of Allegiance.

**2. Citizens to be Heard**

None

**3. Presentations**

**1. Presentation and Possible Action on the Procedure to Conduct the Trash Survey - Dr. Crystal Caldera, City Manager**

Dr. Crystal Caldera, the City Manager, introduced this item regarding the procedure for conducting the Trash Survey. Dr. Caldera presented three (3) options for distribution of the survey to the public. Option 1: To use a company to distribute the survey

electronically for a cost of \$12,000 (for residential) and an additional \$1,000 (to include commercial); Option 2: To have City staff use a Google form that would be distributed electronically - one form per address (Free); and Option 3: To have City staff do a mailout with a return address envelope for a cost of \$4,979 (for residential only) or, \$5,528 (for residential and commercial).

Dr. Crystal Caldera, City Manager, introduced Mr. Lawrence, Account Executive at Polco, who gave a presentation on what his company could do for the survey as related to Option 1.

Councilor Philip Campos made a motion to move forward with Option 3 - to do a mailout, to include the businesses, and to include a QR Code. Councilor Rey Orozco seconded the motion.

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

Voting Nay: Council Place 1 Martinez

The motion passed.

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

Mayor Riley and Members of City Council made announcements.

#### **5. City Manager's Report**

Dr. Crystal Caldera, City Manager, announced that the City Manager's Report was printed and available on the table in the foyer, as well as posted on the website. Dr. Caldera asked that all Councilors that plan to go on the tour tomorrow let her know; congratulations to the Fire Department for a perfect score on their TCFP inspection; thanked everyone that came out to Basura Bash, especially Troop 71 and LVPD Officer Sanchez for all of their efforts; asked Council to submit their suggested Mission Statements to her in preparation for the Special Council Meeting on February 24th, Roque Salinas will be hosting a Job Fair on April 23rd at the Community Center from 9:00 AM to 12:00 PM; and the flood gates are working but they are not sending out the notification; and the marquee is working at the Library.

##### **1. Upcoming Important Events:**

**Regular City Council Meeting, Tuesday, March 05, 2024, at 6:30 PM, in City Council Chambers.**

**Special City Council Meeting, Saturday, February 24, 2024, 9:00 AM, in City Council Chambers.**

**Earthwise Living Day, Saturday, March 02, 2024, from 9:30 AM to 1:30 PM, at the Leon Valley Events Center.**

**Trash & Treasure Event, Saturday, March 09, 2024, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.**

**Miscellaneous other events and announcements.**

## **6. Consent Agenda**

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:**
  - a. 01-27-2024 Annual Town Hall Meeting Minutes**
  - b. 02-03-2024 Special City Council Meeting Minutes**
  - c. 02-06-2024 Regular City Council Meeting Minutes**
- 2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
  - a. 01-11-2024 Park Commission Meeting Minutes**
- 3. Presentation and Discussion of the Monthly Financial Report Ending January 31, 2024 - C. Goering, Finance Director**
- 4. Presentation, Discussion and Possible Action on a Resolution Continuing the Utility Assistance Program Agreement with Ascension De Paul from February 21, 2024 - March 31, 2025, or Until Funds are Depleted - R. Salinas, Economic Development Director**
- 5. Discussion and Possible Action on an Ordinance Authorizing a Fiscal Year 2023-24 General Fund Budget Adjustment in the Amount of \$5,000 for the Purpose of Increasing the City Manager & Council Department Budget to Settle the Lawsuit Between Frederick vs. City of Leon Valley (1st Read was Held on 02/06/24) - C. Goering, Finance Director**

Councilor Rey Orozco made a motion to approve the Consent Agenda as presented. Councilor Benny Martinez seconded the motion.

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

The motion passed.

## **7. Regular Agenda**

- 1. Discussion and Possible Action on a Resolution of City Council Amending the Interlocal Cooperation Contract for The City of Leon Valley Municipal Court – T. Arizola, Court Administrator**

Tiffany Arizola, Court Administrator, presented a resolution of the City Council Amending the Interlocal Cooperation Contract for The City of Leon Valley Municipal Court.

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

Councilor Benny Martinez made a motion to approve the resolution as presented. Councilor Philip Campos seconded the motion.

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

The motion passed.

**2. Presentation, Discussion on Amending Ordinance Article 4.03 Alcoholic Beverages by Amending Section 4.03.034 Late Hours Permit, Amending Section 4.03.035 City Fees Levy, Amending Section 4.03.036 Beverage Fee Due Date, Amending Section 4.03.038 Display of Receipt, Amending Section 4.03.041 Definitions and Amending Section A17.011 BYOB Establishments (1st Read as Required by the City Charter) - Dr. C. Caldera, City Manager**

Dr. Crystal Caldera, City Manager, presented an ordinance amending Article 4.03 Late Hours Permit, amending Section 4.03.035 City Fees Levy, amending Section 4.03.036 Beverage Fee Due Date, amending Section 4.03.038 Display of Receipt, amending Section 4.03.041 Definitions, and amending Section A17.011 BYOB Establishments. These amendments are being brought to the City Council due to recent Legislative changes.

This item will be placed on the March 05, 2024, Regular City Council Meeting in the Consent Agenda for a second reading as required by the City Charter.

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

None

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

Mayor Riley read aloud the agenda caption for Item 9.1

**1. Executive session - Pursuant to Texas Government Code, Chapter 551, Section 551.074 Personnel Matters: Regarding the City Attorney and Attendance at the City Council Meeting.**

The City Council went into Executive Session at 6:40 PM

**10. Reconvene into Regular Session**

The City Council reconvened into Open Session at 7:24 PM

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

No action was taken at this time.

**12. Adjournment**

Mayor Riley announced that the meeting adjourned at 7:24 PM

**These minutes were approved by the Leon Valley City Council on the 19th of March, 2024.**

**APPROVED**

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**CHRIS RILEY**  
MAYOR

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

