



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, January 21, 2025 at 6:30 PM

**MINUTES**

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

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

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

**PRESENT**

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

Mayor Chris Riley called the meeting to order at 6:30 PM and confirmed that a quorum of the City Council was present in the Council Chambers.

Mayor Riley asked Council Place 4, Orozco to lead the Pledge of Allegiance.

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

None

### 3. Presentations

1. **Presentation, Discussion, and Possible Action to Direct Staff to Apply for a Reimbursement Grant Through the Alamo Area Metropolitan Planning Organization (MPO) for the Construction of a Hike and Bike Trail Extension (Seg 3), from Evers Road to Bally Drive - M. Moritz, Public Works Director**

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

Council Place 4, Orozco read aloud a message he received from former Councilor Jed Hefner.

A motion to authorize Dr. Crystal Caldera, City Manager, to apply for a reimbursement grant through the Alamo Area Metropolitan Planning Organization (MPO) for the construction of a Hike and Bike Trail Extension (Segment 3), from Evers Road to Bally Drive, was made by Council Place 5, Bradshaw, and seconded Council Place 2, Heyl.

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

2. **Presentation and Discussion to Consider Approval of an Expenditure of Funds to Mark Trees in the Huebner Creek Erosion Control Project Alignment - M. Moritz, Public Works Director**

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

None of the City Council members were in favor of paying the \$9,640 fee for tree marking.

Mayor Riley will contact Ardurra to discuss a possible waiver of that fee or including it as part of the project.

3. **Presentation and Discussion on City Ordinance 2023-42 with an Update on Police Calls for Service at a Multi-Family Residential Complex - D. Gonzalez, Police Chief**

David Gonzalez, LVPD Chief, presented the item.

4. **Presentation and Discussion of the Monthly Financial Report Ending December 31, 2024 - C. Goering, Finance Director**

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

Mayor Riley requested that Dr. Caldera, City Manager, include the Economic Development Reserves in the next report.

4. **Announcements by the Mayor and Council Members.** At this time, reports about items of community interest, which no action will be taken may be given to the public as per Chapter 551.0415 of the Government Code, such as: expressions of thanks, congratulations or condolence, information regarding holiday schedules, reminders of social, ceremonial, or

community events organized or sponsored by the governing body or that was or will be attended by a member of the Leon Valley City Council or a City official.

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

## 5. City Manager's Report

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.

Dr. Caldera also congratulated Saundra Passailaigue, City Secretary, and Lisa Hernandez, Human Resources Director, on receiving their third recertification as Texas Registered Municipal Clerks (TRMC) through the Texas Municipal Clerks Certification Program (TMCCP) on January 23, 2025. Additionally, she provided each City Council member with a color copy of the 2024 Annual Report, which will be discussed in detail at the Annual Town Hall Meeting on January 25, 2025, before being posted on the City's website. Lastly, she thanked all City staff who came in despite the icy conditions.

### 1. Upcoming Important Events:

- **Regular City Council Meeting, Tuesday, February 04, 2025, at 6:30 PM, in City Council Chambers.**
- **City Offices and Municipal Court will be closed Monday, January 20, 2025, in observance of Martin Luther King, Jr. Day.**
- **Annual Town Hall Meeting, Saturday, January 25, 2025, at the Leon Valley Conference Center.**
- **Basura Bash, Saturday, February 15, 2025.**
- **Drawing for a Place on the Ballot, Monday, February 24, 2025, at 8:30 AM, in City Council Chambers.**
- **Earthwise Living Day, March 01, 2025, from 9:30 AM to 1:30 PM, at the Community Center.**
- **Miscellaneous other events and announcements.**

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

A motion to approve the Consent Agenda as presented was made by Council Place 4, Orozco, and seconded by Mayor Pro Tem, Council Place 3, Campos.

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

### 1. Discussion and Possible Action Approving of the Following City Council Minutes:

- a. **12-17-2024 Regular City Council Meeting Minutes**
- b. **01-13-2025 Special City Council Meeting Minutes**

2. **Discussion and Possible Action of the Quarterly Investment Report for the Quarter Ending December 31, 2024 - C. Goering, Finance Director**
3. **Presentation, Discussion, and Possible Action of a Resolution Awarding the Lowest Qualified Bid in the Amount of \$258,774.00, with \$38,816 for Contingency (15%), and Authorizing the City Manager to Enter into a Contract with Texas Pride Utilities for the CDBG East of Wurzbach Sewer Main Project - D. Dimaline, Assistant Public Works Director**
4. **Discussion and Possible Action on a Resolution Appointing a Member to the Park Commission - S. Passailaigue, City Secretary**

## 7. Regular Agenda

1. **Presentation and Discussion on an Ordinance Authorizing a Fiscal Year 2024-25 General Fund Budget Adjustment in the Amount of \$20,000 for the Purpose of Increasing the Library Department Budget (1st Read as Required by City Charter) - C. Goering, Finance Director**

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

This item will be placed on the February 04, 2025, Consent Agenda for a second reading.

2. **Discussion and Possible Action of an Ordinance Amending the Leon Valley Code of Ordinances, Appendix A Fee Schedule, Article A8.000 Building and Construction Related Fees, Section A8.005 Bulk Water Permit to Amend Fees Associated with Bulk Water Permit Deposits and to Add the Edwards Aquifer Authority Fee (1st Read was Held on 12-17-2024) - D. Dimaline, Assistant Public Works Director**

David Dimaline, Assistant Public Works Director, presented this item.

A motion was made by Mayor Pro-Tem, Council Place 3, Campos, and seconded by Council Place 4, Orozco.

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

3. **Presentation and Discussion on an Ordinance Authorizing the Execution of a City of Leon Valley Irene Baldrige Community Center Lease Agreement with the Northwest Senior Citizens Club (1st Read as Required by City Charter) - C. Miranda, Community Relations Director**

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

This item will be placed on the February 04, 2025, Consent Agenda for a second reading.

**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.**

Council Place 1, Martinez, requested an item be added to the next agenda to discuss a ban on vaping in public places. Mayor Pro Tem, Council Place 3, Campos, seconded the request.

**9. Adjournment**

Mayor Riley announced that the meeting adjourned at 8:06 PM.

**These minutes were approved by the Leon Valley City Council on the 4th of February, 2025.**

**APPROVED**

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**CHRIS RILEY**  
MAYOR

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