



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, February 06, 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 Josh Stevens to lead the Pledge of Allegiance.

**2. Citizens to be Heard**

Those who spoke at this time were: John White (Leon Valley); Mary Ruth Fernandez (Leon Valley)

Mayor Chris Riley read an email from Melissa Zavala.

Councilor Philip Campos read an email from Kathy Hill.

### 3. Presentations

#### 1. Discussion, Presentation, and Possible Action on 2024 Fourth of July Celebration - C. Miranda, Community Relations Director

Crystal Miranda, Community Relations Director presented possibilities for the upcoming 2024 Fourth of July Celebration.

Mrs. Miranda will check with the FAA to see if a laser light and/or higher altitude fireworks show is allowed in this area.

There was a consensus to have Finding Friday as the headliner and end the event around 10:00 PM.

Mayor Riley will attempt to get a SPURS contact for Grand Marshall.

When it came to a theme, it was discussed to honor the military but no decision was made this evening.

#### 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 member of City Council made announcements.

### 5. City Manager's Report

#### 1. Upcoming Important Events:

**Regular City Council Meeting, Tuesday, February 20, 2024, at 6:30 PM, in City Council Chambers.**

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

**Filing for a Place on the May 04, 2024 City of Leon Valley, General Election for Council Place 2, Council Place 4, and Mayor begins Wednesday, January 17, 2024 through 5:00 PM on Friday, February 16, 2024.**

**Basura Bash, Saturday, February 17, 2024, from 9:00 AM to 12:00 PM**

**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.**

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 added a note about insects and rodents at the Library Annex and the Kinman House. Please do not feed the feral cats at City buildings as feeding items such as bowls will be thrown out; Dr. Caldera also mentioned the Sunview fire stating that she posted an update on the City website; lastly there will be an E-Waste drop off at the upcoming Earthwise Living Event.

**6. Consent Agenda**

Councilor Rey Orozco made a motion to approve the Consent Agenda as presented. Councilor Will Bradshaw seconded the motion.

Voting Yea: Mayor Riley, 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.

- 1. Discussion and Possible Action Approving of the Following City Council Minutes:**
  - a. 01-16-2024 Regular City Council Meeting Minutes**
- 2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
  - a. 11-16-2023 Board of Adjustment Minutes**
  - b. 01-11-2024 Board of Adjustment Minutes**
  - c. 10-12-2023 Park Commission Meeting Minutes**
- 3. Presentation and Discussion to Consider Approving a Request to Postpone Specific Use Permit Case # 2023-30, a Request for a Specific Use Permit to Construct and Operate a "Carwash (automatic)", on an Approximately 2.32-Acre Tract of Vacant Land, Located in the 5400 Block of Grissom Road, Being Lots 4 and 5, Block 102, CB 4433 Block 102, Timberhill Apartments Subdivision - M. Teague, Planning and Zoning Director**

**7. Regular Agenda**

- 1. Discussion and Possible Action on a Resolution of the City Council of the City of Leon Valley Ordering and Establishing Procedures for a General Election in the City of Leon Valley, Texas to Elect Three Council Members: (Places 2, 4 and for the Office of the Mayor) by the Qualified Voters of the City of Leon Valley; Authorizing the City Manager to Sign a Joint Election Agreement with the Bexar County Elections Administrator for the Conduct of Said Elections, and Providing Details Relating to the Conduct of Holding the Election, Authorizing the Use of the Leon Valley City Council Chambers and the Leon Valley Conference Center on the 4th Day of May, 2024, for Election Day Voting, and the Use of the Leon Valley Conference Center, located at 6421 Evers Road, Leon Valley, Texas, 78238, for Early Voting (April 22, 2024 Through April 30, 2024)**

**Discusión y posible acción sobre una Resolución del Consejo Municipal de la Ciudad de Leon Valley ordenando y estableciendo procedimientos para una Elección General en la Ciudad de Leon Valley, Texas, para elegir tres miembros del Consejo: (Posiciones 2, 4 y el cargo de Alcalde) por parte de los votantes habilitados de la Ciudad de Leon Valley; autorizando al Administrador de la Ciudad a firmar un Acuerdo de Elección Conjunto con el Administrador de Elecciones del Condado de Bexar para la celebración de dichas elecciones, y proporcionando detalles relativos a la celebración de la elección, autorizando el uso de las Cámaras del Consejo Municipal de la Ciudad de Leon Valley y el Centro de Conferencias de Leon Valley el cuatro de día mayo de 2024 para la votación del día de elección y el uso del Centro de Conferencias de Leon Valley, ubicado en 6421 Evers Road, Leon Valley, Texas, 78238, para la votación anticipada (del 22 de abril de 2024 hasta el 30 de abril de 2024, inclusive)**

Saundra Passailaigue, City Secretary presented a resolution calling the May 4, 2024 General Election; authorizing the City Manager to sign a Joint Election Agreement designating Jacqueline Callanan as the Elections Administrator and authorizing the use of the Leon Valley Conference Center for both early voting and Election Day voting.

Councilor Josh Stevens made a motion to approve the resolution as presented. Councilor Rey Orozco 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, and Possible Action to Purchase a 1 Year Subscription to Placer.Ai Software for the Economic Development Department - R. Salinas, Director of Economic Development**

Roque Salinas, Economic Development Director presented this item seeking Council approval to purchase a one-year subscription to Placer.Ai Software.

Councilor Philip Campos made a motion to approve this item 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.

**3. Presentation and Discussion 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 as Required by City Charter) - C. Goering, Finance Director**

Dr. Crystal Caldera, City Manager presented this item for a first read.

This item will be placed on the February 20, 2024 Consent Agenda for a second read.

Those who spoke at this time were: Erick Matta (Leon Valley)

- 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 and 9.2. The City Council went into Executive Session at 7:15 PM

- 1. Pursuant to Texas Government Code, Chapter 551, Section 551.072, Deliberations on Real Property: 6503 Samaritan Drive, Leon Valley, Texas, 78238, (CB 4430 P-15: 2.137 acres, P-16: 6.391 acres & P-16A: 1.0 acre, ABS432), Various Parcels located William Rancher, Grass Hill, Samaritan, and Aids Drive BCAD Parcel Identification No.’s 217816, 217817, 217818, 217819, 217820, 217281, 217838, 217840,217843 (21 Acres)**
- 2. Pursuant to Texas Government Code, Chapter 551, Section 551.071, Consultation with Counsel on Legal Matters: To Receive Legal Advice Regarding a Legal Matter Regarding Personnel Matters.**

- 10. Reconvene into Regular Session**

The City Council reconvened into Open Session at 8:48 PM

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

No action was taken on either item.

- 12. Adjournment**

Mayor Riley announced that the meeting adjourned at 8:49 PM

**These minutes approved by the Leon Valley City Council on the 20th of February, 2024.**

**APPROVED**

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**CHRIS RILEY**  
MAYOR

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

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