



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, December 17, 2024 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 6:32 PM and confirmed that a quorum of the City Council was present in the Council Chambers.

Mayor Riley asked Mayor Pro-Tem, Council Place 3, Campos, 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 by State Representative Ray Lopez, District 125 on a Brief Legislative Outlook for the Upcoming Session - Mayor Riley

Donovan Rodriguez, Chief of Staff, gave a presentation on behalf of State Representative Ray Lopez (District 125) regarding the legislative outlook for the upcoming session.

#### 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 shared several updates and acknowledgments: She reminded everyone about the upcoming Blood Drive; she congratulated Saundra Passailaigue, City Secretary, for receiving the Linebarger Goggan Blair & Sampson Law Firm Scholarship; she congratulated Lisa Hernandez, Human Resources, on earning her Associate's Degree; she expressed a special thank-you to all staff members who have been assisting with the holiday events; she provided an update on the LVFD Santa Run; lastly, she wished everyone a happy holiday season.

#### 1. Upcoming Important Events:

- Regular City Council Meeting, Tuesday, January 21, 2025, at 6:30 PM, in City Council Chambers.
- Blood Drive, Monday, December 23, 2024, from noon to 5:00 PM, in the City Hall Parking Lot.
- City Offices and Municipal Court will be closed Tuesday, December 24, 2024, through Wednesday, January 01, 2025, in observance of Christmas, Winter Break, and New Year's Day.
- Filing for a Place on the May 03, 2025, City of Leon Valley, General Election for Council Place 1, Council Place 3, and Council Place 5 begins Wednesday, January 15, 2025, through 5:00 PM on Friday, February 14, 2025.
- Annual Town Hall Meeting, Saturday, January 25, 2025, at the Leon Valley Conference Center.
- Holiday Library Hours of Operation:
  - o December 24th -26th – Closed
  - o December 27th – Open 9am-6pm
  - o December 28th – Open 11am-3pm

- o December 29th – Closed
- o December 30th – Closed
- o December 31st – Open 9am-4pm
- o January 1st - Closed
- o January 2nd – Open 9am-8pm
- 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 Council Place 5, Bradshaw.

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. **12-03-2024 Regular City Council Meeting Minutes**
2. **Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
  - a. **12-14-2023 Bandera Road Groundwater Plume Superfund Site Community Advisory Group (CAG) Meeting Minutes**
  - b. **11-13-2024 Earthwise Living Committee Meeting Minutes**
  - c. **11-14-2024 Park Commission Meeting Minutes**
3. **Presentation and Discussion of the Monthly Financial Report Ending November 30, 2024 - C. Goering, Finance Director**
4. **Discussion and Possible Action on Amending Ordinance on Article 1.06 Boards, Commissions and Committees, Section 1.06.003, Citizen's Police Advisory Committee (1st Read was Held 12-03-2024) - Dr. Crystal Caldera, City Manager**
5. **Discussion and Possible Action on an Ordinance Authorizing Budget Adjustments for the FY 2024-2025 General Fund Budget Adjustment in the Amount of \$28,790 (This is the remaining amount of the \$40,000 allocated in the FY 23 - 24 Budget) for the Purpose of Increasing the City Manager & Council Department Budget to Provide Funding for Haven for Hope Street Outreach Agreement (1st Read was Held on 12-03-2024) C. Goering, Finance Director**
6. **Presentation on the City Manager's Training Report as per the Employment Agreement - Dr. Crystal Caldera, City Manager**
7. **Presentation and Possible Action on a Resolution Authorizing Approval of a Proposed Statewide Opioid Settlement. This Item Adds the Kroger Co. to the Resolution Adopted November 16, 2021 - Dr. Crystal Caldera, City Manager**

## 7. Regular Agenda

- 1. Presentation and Discussion 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 as Required by City Charter) - D. Dimaline, Assistant Public Works Director**

David Dimaline, Assistant Public Works Director, presented.

This item will be brought back for a second reading during the January 21, 2025, City Council Meeting. At that time, staff will also provide a comparison of the EAA pass-through fee and San Antonio Water System (SAWS) fees and rates.

- 2. Presentation, Discussion, and Possible Action on a Request for a Variance to Chapter 13, Tree Preservation, Article 13.02 Tree Preservation Ordinance, Division 3. Requirements and Restrictions, Sec. 13.02.074 Preservation Requirements, Sec. 13.02.075 Removal, Replacement or Relocation of Small, Medium and Large Trees, Sec. 13.02.076 Replacement Trees Required; Penalties, (a) and (b), to Allow the Removal of one (1) Medium, and Three (3) Large Trees, and to Pay a Reduced Fee-In-Lieu of from \$4,400 to \$1,500.00 in Tree Mitigation Fees, Located at 7408 Linkwood, Lot 2, Block F, CB 4446A, Linkwood Addition Subdivision, on Approximately 0.17 Acres of Land - S. Huerta, Planning and Zoning Director**

Susana Huerta, Planning and Zoning Director, presented a variance request on behalf of Leticia Chapa, the applicant, who was also present.

A motion to grant the variance as requested 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, Discussion, and Possible Action on the Town Hall Meeting Agenda Scheduled for January 25, 2025 - Dr. Crystal Caldera, City Manager**

Dr. Crystal Caldera, City Manager, presented the draft Town Hall Meeting Agenda for final review.

A brief discussion followed, resulting in a change to the allotted time for the Housing Developments Update, reducing it from 30 minutes to 20 minutes.

Dr. Caldera requested that City Council members email her any questions they would like included as survey questions, so she can incorporate them into the survey(s).

**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.**

Mayor Chris Riley inquired about the tree survey results from the Erosion Control Project and requested a list of trees planned for removal. Dr. Caldera stated that she would review the list with the Mayor during their meeting on December 18.

**9. Adjournment**

Mayor Riley announced that the meeting adjourned at 7:40 PM.

**These minutes were approved by the Leon Valley City Council on the 21st of January, 2025.**

**APPROVED**

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**CHRIS RILEY**  
MAYOR

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