



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, October 15, 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 6:30 PM and announced that a quorum of the City Council was present in Council Chambers.

Mayor Riley asked Councilor Will Bradshaw 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.

Abraham Diaz spoke at this time.

### 3. Presentations

#### 1. Presentation and Discussion of the Monthly Financial Report Ending September 30, 2024 - C. Goering, Finance Director

Carol Goering, Finance Director, presented the Monthly Financial Report ending September 30, 2024.

#### 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 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, City Manager, introduced the new Assistant Police Chief, Brian Sullivan, and new Lieutenant Robert Martinez. Also, please vote on your favorite pumpkin.

#### 1. Upcoming Important Events:

- **Regular City Council Meeting, Tuesday, November 05, 2024, at 6:30 PM, in City Council Chambers.**
- **November 05, 2024 Joint General, Special and Charter Election for Early Voting and Election Day - Early voting begins Monday, October 21, 2024.**
- **Huebner Creek Greenway Trail Tree Planting, Friday, October 18, 2024, 8:00 AM to 12:00 PM, at 5601 El Verde Road.**
- **Audie Murphy Clean-Up Service Day, Saturday, October 19, 2024.**
- **Coffee with the Mayor & City Council, Saturday, October 26, 2024, 9:00 AM to 11:00 AM, at the Leon Valley Conference Center.**
- **Trash & Treasure Event, Saturday, October 26, 2024, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.**
- **Arbor Day Event, Saturday, October 26, 2024, from 9:00 AM to 12:00 PM, at the Leon Valley Community Center.**
- **Library's Annual Halloween Party & Haunted House, Saturday, October 26, 2024, at 12:00 PM, at the Library.**
- **City Offices and Municipal Court will be closed Monday, November 11, 2024 in observance of Veterans Day.**
- **Miscellaneous other events and announcements**

**2. Discussion and Possible Action Adding Topics for the January 25, 2025, Annual Town Hall Meeting - S. Passailaigue, City Secretary**

Dr. Crystal Caldera, City Manager, asked for City Council directions for topics to be added to the January 26, 2024, Annual Town Hall Meeting.

There was a consensus to add infrastructure, emergency preparedness, goals, and objectives.

Councilor Will Bradshaw asked that the tax exemption and/or repealing the 65+ Freeze be added as a topic of discussion.

**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 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. 09-17-2024 Regular City Council Meeting Minutes**
- 2. Discussion and Possible Action Accepting of the Following Board/Commission Minutes:**
  - a. 04-23-2024 Capital Advisory Improvement Committee Meeting Minutes**
  - b. 07-23-2024 Planning & Zoning Commission Meeting Minutes**
  - c. 08-27-2024 Planning & Zoning Commission Meeting Minutes**
- 3. Presentation, Discussion, and Possible Action on a Resolution of the City of Leon Valley City Council Designating the Echo and the San Antonio Express News as the City of Leon Valley's Official Newspapers for Posting of Public and Legal Notices - S. Passailaigue, City Secretary**
- 4. Presentation, Discussion and Possible Action on the Annual Review; and Adoption of a Resolution Approving the Investment Policy for the City of Leon Valley with No Changes - C. Goering, Finance Director**
- 5. Discussion and Possible Action of the Quarterly Investment Report for the Quarter Ended September 30, 2024 - C. Goering, Finance Director**
- 6. Discussion and Possible Action Excusing Councilor Will Bradshaw from the September 17, 2024 Regular City Council Meeting in Accordance with the City of Leon Valley Charter, Article III. - The City Council and Mayor - Mayor Chris Riley**

**7. Discussion and Possible Action on approving Hiring Susana Huerta for the Planning and Zoning Director position with the City of Leon Valley - C. Caldera, City Manager**

**7. Regular Agenda**

**1. Presentation, Discussion, and Possible Action on a Request by Timothy Scranton, Property Owner, for a Variance to LVCC Chapter 8 Offenses and Nuisances, Section. 8.15.05 - Use of Motor Vehicles, Campers and Trailer Coaches for Home Habitation Prohibited, to Allow Placement of a Camper for Use as a Construction Office at 6310 Sunview for a Period of Time Not to Exceed 45 days - R. Salinas, Economic Development Director**

Roque Salinas, Economic Development Director, presented this item.

Those who spoke at this time were Jennifer Scranton.

A motion was made by Council Place 4 Orozco, and seconded by Mayor Pro-Tem, Council Place 3 Campos, to approve and allow the City Manager to extend the forty-five (45) day limit, if necessary, to up to ninety (90) days.

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

**2. Presentation and Discussion on an Ordinance Amending the City of Leon Valley's Code of Ordinances, Chapter 1, General Provisions, Article 1.08 Emergency Management, Division 3. Section 1.08.061, Hazard Mitigation Plan, (1st Read as Required by City Charter) - M. Naughton, Fire Chief**

Michael Naughton, Fire Chief, presented the highlights pertinent to this item.

This item will be placed on the November 05, 2024, Consent Agenda for a second read.

**3. Discussion and Possible Action to Order a Public Hearing to Discuss and Review a Capital Improvements Plan Water Impact Fee Update - M. Moritz, Public Works Director**

Melinda Moritz, Public Works Director, presented this item.

A motion was made by Mayor Pro-Tem, Council Place 3 Campos, and seconded by Council Place 1 Martinez, to order a Public Hearing to discuss and review a Capital Improvements Plan Water Impact Fee Update on Tuesday, November 19, 2024.

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

- 4. 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, and Sec. 13.02.080 Heritage Tree Removal Prohibited; Penalties, (a) and (b), to Allow the Removal of 22 Medium, 72 Large, and 21 Heritage trees, and Pay \$85,200.00 in Tree Mitigation Fees, Being 7205 Huebner Road, P-46, ABS 664, CB 4446 on Approximately 5.9-Acres of Land - R. Salinas, Director of Economic Development**

Roque Salinas, Economic Development Director, presented this item.

A motion 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

- 5. Presentation, Public Hearing, and Discussion to Consider Amending Ordinance 2024-12 Specific Use Permit PZ-2023-30, to Relocate the Proposed Facility on the Lot for the Construction and Operation of 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, Timberhill Apartments Subdivision (1st Read as Required by City Charter) - R. Salinas, Economic Development Director**

Roque Salinas, Economic Development Director, presented this item.

Stan Jones, Developer, was present to answer any questions there might be.

Mayor Chris Riley opened the Public Hearing at 7:53 PM.

No public comment.

Mayor Riley closed the Public Hearing at 7:53 PM.

This item will be placed on the November 05, 2024, Consent Agenda for a second read.

- 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. Adjournment**

Mayor Riley announced that the meeting adjourned at 7:55 PM.

**These minutes were approved by the Leon Valley City Council on the 5th of November, 2024.**

**APPROVED**

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**CHRIS RILEY**  
MAYOR

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

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