

**CITY OF LEON VALLEY  
SIGN CODE UPDATE ADVISORY COMMITTEE  
MEETING**

Leon Valley City Hall – Large Conference Room  
6300 El Verde Road, Leon Valley, Texas 78238  
Monday, February 3, 2020 at 6:30 p.m.

**AGENDA**

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1. Call to Order and Announcement of a Quorum
2. Discussion and Possible Action on the Approval of; November 18, 2019, Sign Code Update Advisory Committee Meeting Minutes
3. Review and Discuss Draft Revisions Prepared by Staff, Based on Feedback Received by the Committee at the November 18, 2019 Meeting
4. Review and Discuss Draft Revisions Prepared by Staff, Addressing Institutional Temporary Signage
5. Citizens to be Heard
6. Adjournment

**Attendance by Other Elected or Appointed Officials:**

It is anticipated that members of City Council or any other City boards, commissions and/or committees may attend the meeting in numbers that may constitute a quorum. Notice is hereby given that the meeting, to the extent required by law, is also noticed as a meeting of City Council and any other boards, commissions and/or committees of the City, whose members may be in attendance in numbers constituting a quorum. These City Council members and members of other City boards, commissions, and/or committees may not deliberate or take action on items listed on the agenda. [Attorney General Opinion – No. GA-0957 (2012)].

I hereby certify that the above NOTICE OF PUBLIC MEETING(S) AND AGENDA OF THE SIGN CODE UPDATE ADVISORY COMMITTEE was posted January, 29 2020 at 1:45 p.m. on the Bulletin Board at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas, 78238, and remained posted until after the meeting(s) hereby posted concluded. This notice was also posted on the City's website at [www.leonvalleytexas.gov](http://www.leonvalleytexas.gov). This building is wheelchair accessible. Any request for sign interpretive or other services must be made 48 hours in advance of the meeting. To make arrangements for such services, please call (210) 684-1391, Extension 216.

*Mariabel Mendosa* on behalf of  
Saundra Passallaigue, TRMC  
City Secretary



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Monday, February 3, 2020

**MINUTES**

The Sign Code Update Advisory Committee met on the 3<sup>rd</sup> day of February, 2020, at the Leon Valley City Hall located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

**6:30 p.m. Call to Order by Committee Chair Heather Riddle and Announcement of a Quorum.**

**The Following Committee Members were Present:**

Heather Riddle	Phillip Riddle	Larry Proffitt	Shirley Jonas
Mary Key	Ken Hillje	Ruth DeRamos (6:49)	William Cox

**Also, in Attendance:**

Planning & Zoning Director, Brandon Melland	Assistant City Manager Joe Salvaggio
City Attorney, Habib Erkan	

**November 18, 2019 Meeting Minutes:** There was a discussion to approve the minutes from the November 18<sup>th</sup> meeting. Motion to approve meeting minutes made by Phillip Riddle and seconded by Mary Key. Motion carried unanimously.

**Review and Discuss Draft Revisions Prepared by Staff, Addressing Institutional Temporary Signage.** Planning & Zoning Director, Brandon Melland and City Attorney Habib Erkan facilitated a discussion concerning political signage. Committee members addressed common issues related to political signs and requested additional information to be provided at next sign code update meeting. Legal opinion provided by Mr. Erkan. Committee member discussion concerning necessity to provide an update to council for this particular section of the sign code ahead of the remaining code.

**Citizens to be Heard.** None

**Other Announcements.** Committee Chair Riddle facilitated a discussion about the timeline to complete the sign code redlines.

There was a consensus from committee members to reconvene on February 17, 2020, depending if it is a city holiday. William Cox will advise committee chair.

The meeting concluded at approximately 7:59 p.m. with a motion to adjourn by Mary Key and a second by Phillip Riddle. The motion carried unanimously.

**These minutes approved by the Leon Valley Sign Code Update Advisory Committee on the 27 of February 2020.**

APPROVED

A handwritten signature in black ink, appearing to read "Phillip Riddle", written in a cursive style.

CHAIR