



## Leon Valley ENews

December 16, 2011



### Upcoming Meetings & Events

The next Regular City Council Meeting is scheduled for Tuesday, December 20, at 7 p.m. The agenda for both the Special and Regular City Council Meetings is attached.

All City Council Meetings are open to the public. Look for agenda postings on the City's official website: [www.leonvalleytexas.gov](http://www.leonvalleytexas.gov) and on the official bulletin board at City Hall.

### City Council Meetings Re-scheduled

The City Council at its December 6 Regular City Council Meeting approved the rescheduling of a number of Regular City Council Meetings in 2012 as shown below.

The City Council re-scheduled the January 2012 meetings from the first and third Tuesdays of the month to January 10 and January 24 to allow City employees to wrap-up their Christmas vacation and holiday schedule and not impact the City Council Agenda production.

### Other Important City or Community-related meetings & events ~

#### Bandera Road Site – Community Advisory Group Meeting

Thursday, January 19, 2012, 5:30 p.m., Leon Valley Conference Center, Leon Valley, 78238. The agenda is attached.

### Still Accepting Applications & Resumes for the City of Leon Valley Economic Development Corporation Board of Directors through Friday, December 30, 2011 by 11 a.m.



There is still time to submit an application and resume for consideration during the appointment process for the City of Leon Valley's Economic Development Corporation Board of Directors.

Applications and resumes are being accepted through Friday, December 30<sup>th</sup> at 11 a.m. An application form and description follow this document. For more information, please contact Kristie Flores, Community Development and Interim Economic Development Director by email at [k.flores@leonvalleytexas.gov](mailto:k.flores@leonvalleytexas.gov) or by calling Ms. Flores at 684-1391, Extension 227.

## SAVE THE DATE EVENTS:

- Next Quarterly Walk with the Mayor ~ January 7<sup>th</sup>, Meet at City Hall at 8:30 a.m., for a Walk through Seneca III



- Town Hall Meeting, January 28<sup>th</sup>, City of Leon Valley Conference Center, 9 a.m. - 12:30 p.m.

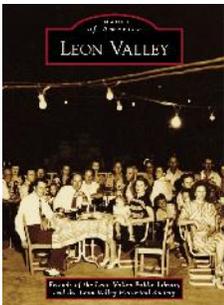


- Next Earthwise Living Event ~



**23<sup>rd</sup> Anniversary Earthwise Living Day, Saturday, February 25<sup>th</sup> from 10 a.m. - 2 p.m. at the Leon Valley Community Center**

## Leon Valley Public Library News



The Leon Valley photographic history book (Leon Valley: Images of America) has now been published and is on sale at the Leon Valley Public Library. The book, published by Arcadia Press, consists of 128 pages with 194 photos. It celebrates the history of Leon Valley covering the early pioneers, the City's growth, civic events, and much more. The cost of the book is \$21.99. To date it is the first history of Leon Valley published since early cook books were published.

The book tells the history of Leon Valley from early days up to now. The history is told through photographs. Leon Valley was once an area much larger than the current city limits--the book covers it all!

The book is also available for sale around Leon Valley at these locations: the Leon Valley Public Library, Walgreen's, Kwik Kopy, and Kathy's Coiffures. It is also available at Barnes & Noble and Amazon.com. The proceeds from the sale of the book will be split 50/50 between the Friends of the Library Children's Wing Building Fund and the Leon Valley Historical Society.

<http://www.friendsoflvpl.org/news-1/leonvalleyimagesofamerica>

### Attention All Readers ~

Wintertime is an especially good time to curl up with a good book. Find a wonderful selection of books and other resources at our public library.



The Leon Valley Public Library has an excellent selection of books, movies, and many other fine resource materials available.

For more information on the latest events at the City's Library, see the City of Leon Valley Library website at: <http://www.leonvalley.lib.tx.us>. Speaking of our very fine Public Library... Watch their website for updates on upcoming events.



## The Leon Valley Farmer's Market ~ Shop Leon Valley first, shop early, shop fresh!

Visit the Leon Valley's Farmer's Market, Wednesdays, from 8 a.m. until 1 p.m. at the parking lot adjacent to the Leon Valley Public Library located 6425 Evers Road, Leon Valley. Shop Leon Valley first, shop early, and shop fresh!

## Parks Buck\$~ Contribute to our City Park! Sign up now!

Parks Bucks is a program designed to assist in the development of the City's park through contributions and donations. If you are interested, complete the form on the City's website and return it to the City of Leon Valley. The form is located on the tab for the Department of Public Works.



## Volunteer Now for the City's Boards & Committees

There's still time to Volunteer!



The newly updated Volunteer Form (attached) offers the chance to become involved. Help other volunteers involved in reporting graffiti and persons who may be interested in serving on the City Council's ad-hoc committee set to work on commemoration activities honoring both the City of Leon Valley's 60<sup>th</sup> Anniversary and the Historic Huebner-Onion Homestead's Sesquicentennial (150<sup>th</sup>) Anniversary.

The City Council's Boards, Committees, and Commissions welcome volunteers interested in serving their community. For the most current volunteer form, please contact the City Secretary's office at [j.willman@leonvalleytexas.gov](mailto:j.willman@leonvalleytexas.gov).



The City Hall will be closed on Friday, December 23, and Monday, December 26, in observance of the Christmas Holiday. We will reopen for business at 7:30 a.m. on Tuesday, December 27.

**Seasons Greetings to All!**

## NOTICE OF PUBLIC MEETING

### AGENDA

#### LEON VALLEY CITY COUNCIL MEETING

TUESDAY, DECEMBER 20, 2011

LEON VALLEY CITY COUNCIL CHAMBERS

6400 EL VERDE ROAD, LEON VALLEY, TEXAS 78238

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#### SPECIAL CITY COUNCIL MEETING – 6:00 P.M.

1. **Call to Order, and Determine a Quorum is Present.**
  2. **Executive Session in Accordance with the Texas Government Code.**
    - A. **The City Council of the City of Leon Valley will Convene in Executive Session Pursuant to Section 551.071, Consultation with Attorney on Pending Litigation, The Elijah Group, Inc. v. the City of Leon Valley, Civil Action # SA-08-CV0907 OG NN, Lowell Denton of Denton, Navarro, Rocha & Bernal, P.C., and McKamie Krueger, L.L.P., M&C # 12-13-11. *This agenda item will allow the assigned legal counsel to update the City Council on the status of this matter related to pending litigation. (Longoria)***
    - B. **The City Council of the City of Leon Valley will Reconvene into Open Session and Take Any Necessary Action Resulting from the Executive Session.**
  3. **Adjourn.**
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#### REGULAR CITY COUNCIL MEETING – 7:00 P.M.

1. **Call to Order, Determine a Quorum is Present, and Pledge of Allegiance.**
2. **Presentation of the Status Report by the Bandera Road Site - Community Advisory Group. (John R. Hoyt, P.G., Edwards Aquifer Authority) *This agenda item will allow the City Council to receive an annual report from the Bandera Road Site – Community Advisory Group Committee Chair John Hoyt.***
3. **Citizens to be Heard and Time for Objections to the Consent Agenda.**

*“Citizens to be Heard” is for the City Council to receive information on issues that may be of concern to the public. The purpose of this provision of the Open Meetings Act is to ensure that the public is always given appropriate notice of the items that will be discussed by the Council. Should a member of the public bring an item to the Council for which the subject was not posted on the agenda of that meeting, the Council may receive the information, but cannot act upon it at that meeting. They may direct staff to contact the requestor or request that the issue be placed on a future agenda for discussion by the Council.*

### Consent Agenda

*All of the following items on the Consent Agenda are considered to be self-explanatory by the Council or have been previously discussed in Open Session and will be enacted with one motion. There will be no separate discussion of these items unless a Council Member so requests.*

4. **Consider Approval of the Meeting Minutes of the December 6, 2011 Special and Regular City Council Meetings. (Willman)**
5. **Consider Action on M&C # 12-14-11 with Attached Ordinance, a Request to Amend the Leon Valley Code of Ordinances Chapter 2 "General Provisions," Section 2.401 "Official Newspaper" by Designating the Daily Commercial Recorder and the San Antonio Express News as the Official Newspapers to Publish Required Legal Notices for the City of Leon Valley for Fiscal Year 2012 Pursuant to Local Government Code §52.04. This agenda item will allow the City Council to consider renewing its designation of the San Antonio Express News and the Daily Commercial Recorder for the City of Leon Valley's required legal notices for the Fiscal Year 2012. (Willman)**
6. **Consider Action on M&C # 12-15-11, Appointing Members to the City's Boards, Committees, and Commissions: the Parks Commission. This agenda item will allow the City Council to consider making appointments to the City's Boards, Committees, and Commissions by minute order. (Mayor Riley)**

### Regular Agenda

7. **Consider Action on M&C # 12-16-11 with attached Ordinance Amending the Fiscal Year 2012 Budget to Authorize a Match of Funds by the City of Leon Valley in the Amount of \$750 Towards the Historical Preservation and Clean-up of a Farm Shed (Racing Pigeon Coop) Abutting the Historic Huebner-Onion Homestead in the Natural Area as Part of a Matching Contribution by the Leon Valley Historical Society. This agenda item will allow the City Council to consider authorizing a Budget Amending in the amount of \$750 in a direct match of \$750 from the Leon Valley Historical Society for the removal and storage of building materials from a farm shed associated with pigeon racing located onsite at the Natural Area Abutting Historic Huebner-Onion Homestead. (Longoria)**
8. **Consider Action on M&C # 12-17-11 with Attached Ordinance Authorizing the City Manager to Enter into a Continued Service Agreement with the City of Leon Valley Economic Development Corporation (LVEDC) for Facilities and Support Services. On November 30, 2011, the LVEDC approved continuation of the service agreement by a vote of 5-0. This agenda item will allow the City Council to consider renewing its service agreement with the City of Leon Valley Economic Development Corporation for facility and support services and authorizing the City Manager to execute the documentation. (Flores)**

### Discussion Agenda

9. **Discussion of Ordinance for Future Consideration Amending Chapter 6, Health and Sanitation, to Adopt New Article 6.06, "Property Maintenance Code," and Providing a Penalty of Up to Two Thousand Dollars (\$2,000), M&C # 12-18-11. This agenda item will allow the City Council to discuss and consider an ordinance amending and strengthening the City**

of Leon Valley's Code of Ordinances related to property maintenance. (Flores)

10. **Update on Progress of Town Center Project, M&C # 12-19-11.** *This agenda item is to allow the City Council to receive a status report from the City Manager regarding the progress of the work on the Town Center Project. (Longoria)*
  
11. **City Manager's Report. (Longoria)**
  - A. Informational Issues.
  - B. Update City Council Regarding Library Bucks Program.
  - C. Monthly Departmental Reports.
  - D. Approved Minutes of City-Affiliated Boards, Committees, and Commissions. *This agenda item is to allow the City Council to review the work of its boards, committees, commissions, and affiliated City boards through the publication of approved meeting minutes on an ongoing basis.*
    - (1) City of Leon Valley Economic Development Corporation (LVEDC) Board Meeting Minutes of October 26, 2011.
    - (2) City of Leon Valley Economic Development Corporation (LVEDC) Board Meeting Minutes of November 9, 2011.
    - (3) Leon Valley Tree Advisory Board Meeting Minutes of October 19, 2011.
  - E. **Future Agenda Items.**
    - (1) Consider Appointments to the LVEDC Board, January 2012.
    - (2) Discuss City New Website, January 2012.
    - (3) Consider Ordering the May 12, 2012 General Officers Election, January-March 2012.
    - (4) Presentation of Service Awards to Employees of the City of Leon Valley, January 2012.
    - (5) Consider Ordinance Establishing Library Bucks Program, January, 2012.
    - (6) Purchasing Policy, Contract Renewal Management Policy, and Personal and Professional Services Policy.
    - (7) Consider Approval of the Comprehensive Annual Financial Report for Fiscal Year 2011, January 24, 2012.
  
12. **Citizens to be Heard.**
  
13. **Announcements by the Mayor and Council Members.**

*At this time, reports about items of community interest regarding 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 Council or a City official.*

**Community Events:**

<b>01-07-12</b>	<b>Quarterly Walk with the Mayor, Meet at City Hall at 8:30 a.m., for a walk through Seneca III.</b>
<b>01-28-12</b>	<b>Town Hall Meeting, 9 a.m. – 12:30 p.m., Leon Valley Conference Center</b>
<b>02-25-12</b>	<b>23<sup>rd</sup> Anniversary Earthwise Living Day, 10 a.m. – 2 p.m., Leon Valley Community Center</b>

### Executive Session

14. The City Council of the City of Leon Valley reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code Sections 551.071 (consultation with attorney), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.087 (economic development).
15. **Adjourn.**

I hereby certify that the above NOTICE OF PUBLIC MEETING AND AGENDA OF THE LEON VALLEY CITY COUNCIL MEETING was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on December 16, 2011 by 11:30 a.m. and remained posted until after the meeting hereby posted concluded. This notice was likewise posted on the City 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 ahead of the meeting. To make arrangements call (210) 684-1391, Ext. 216.



  
Janie Willman, City Secretary

# AMENDED PUBLIC NOTICE

## BANDERA ROAD SITE COMMUNITY ADVISORY GROUP (CAG)

### MEETING AGENDA

Thursday, January 19, 2012 at 5:30 P.M.

Leon Valley Conference Center  
6421 Evers Road  
Leon Valley, Texas 78238

1. Call to Order and Roll Call.
2. Public Comment.
3. Approval of Minutes for the October 20, 2011 CAG Meeting.
4. Receive report from Mr. Chris Villarreal, EPA Project Manager, regarding site investigations and the status of the Record of Decision.
5. Receive report from Mr. John Hoyt, Edwards Aquifer Authority, regarding the search for historic wells in the project area.
6. Election of CAG Chair and CAG Secretary for 2012.
7. Discuss items for future CAG meetings.  
- Next meeting scheduled for April 19, 2012
8. Adjournment.

I hereby certify that the above **Amended Public Notice and Meeting Agenda** was posted on the Bulletin Board at City Hall, 6400 El Verde Road, Leon Valley, Texas, on the 16<sup>TH</sup> day of December 2011 **by 10:15 a.m.** and remained so posted until after the meeting hereby posted. This notice was likewise posted on the City 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 a head of the meeting. To make arrangements call (210) 684-1391. Ext. 216.



  
Janie Willman, City Secretary



## **Leon Valley Economic Development Corporation (LVEDC) Now Accepting Board of Director Applications Through December 30, 2011**

### **BACKGROUND:**

The 4B economic development sales tax was passed by Leon Valley residents on November 4, 2008, by a 3 to 1 margin in favor of the proposition. This 1/8 of a cent sales tax began generating revenue in April 2009 to improve the quality of life for Leon Valley residents, and to help area businesses and tourism thrive for a healthy economy. Along with this sales tax passage, an Economic Development Corporation (LVEDC) was established by City Council. The LVEDC is operated by a seven member board, consisting of three Directors and four Officers.

### **APPLICATIONS & DUTIES:**

Applications for the Leon Valley Economic Development Corporation's Board of Directors are available online. Directors serve two year terms. This is a volunteer position. The Board of Directors meets once per month. Depending on the level of business to be transacted, the Board can and does meet more often.

Directors review and vote on economic development projects for the LVEDC, and make project recommendations to the Leon Valley City Council on project expenditures exceeding \$10,000. Public hearings are held to receive input from residents on any project expenditure over \$10,000.

Applications are available online at: [www.leonvalleytexas.gov](http://www.leonvalleytexas.gov), under "Economic Development Department", and on the City's main webpage. Applications are also available at the City's Economic Development Department Office located at: 6400 El Verde Road, Leon Valley, TX 78238.

### **REQUIREMENTS & DEADLINE:**

Applicants for Board of Director service should possess a business background, and be familiar with the business affairs of the Leon Valley business community. Applications with resumes will be received until **11 a.m. on December 30, 2011.**

Applications with resumes will be reviewed with the most eligible candidates selected for interviews. A recommendation will be made by the LVEDC to the Leon Valley City Council with official appointment by a majority City Council vote following interviews.

If interested, please submit your application and resume to: LVEDC Director Application, Attention: Kristie Flores, Community Development / Interim Economic Development Director, 6400 El Verde Road, Leon Valley, Texas, 78238. You may also email your application and resume to: [K.Flores@leonvalleytexas.gov](mailto:K.Flores@leonvalleytexas.gov). If you have questions, please contact Kristie Flores at (210) 684-1391, Extension 227.



**Leon Valley Economic Development Corporation**  
**Application for Membership on the Board of Directors**

Name \_\_\_\_\_  
Home Address: \_\_\_\_\_ City \_\_\_\_\_  
Work #: \_\_\_\_\_ Home: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_  
LV Resident for \_\_\_ years; LV Business owner? Y \_\_\_ N \_\_\_; Occupation \_\_\_\_\_  
Education (grade level/degree) \_\_\_\_\_ Major Course of Study \_\_\_\_\_  
Special business knowledge or skills (attach separate sheet if needed): \_\_\_\_\_

Non-profit Experience? Y \_\_\_ N \_\_\_ Where? \_\_\_\_\_  
List any community activities: \_\_\_\_\_

Briefly describe why you would like to serve on the LVEDC Board: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you previously served on a City Board or Commission in Leon Valley or elsewhere?  
(Please list if not included in above.) \_\_\_\_\_

Have you attended any Board, Commission or City Council meetings? (Describe) \_\_\_\_\_

Do you have a significant interest in the City of Leon Valley's business community? If so,  
describe: \_\_\_\_\_  
\_\_\_\_\_

*If selected as a Board member, I understand the information contained on this application is subject to the Texas Public Information Act, and may be disclosed to anyone requesting this information. I also understand that the Act does allow a Board Member to choose whether or not to allow public access to information in the custody of the City or the LVEDC Board records that relates to home address, home phone number, social security number, or that reveals whether or not the Board Member has family members.*

*If selected as a Board Member for the LVEDC for the City of Leon Valley,  
I choose to: ( ) allow, or ( ) not allow the above mentioned information.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit application and resume to: LVEDC Application for Board of Directors**  
**Attn: Kristie Flores, Interim Economic Development Department Director,**  
**City of Leon Valley, 6400 El Verde Road, Leon Valley, TX, 78238**  
**Call (210) 684-1391, Ext 227, for more information.**

# City of Leon Valley - VOLUNTEERS WANTED!

**Volunteers** help to make the City of Leon Valley a great place to live, work and do business! If you are willing to share your time and talents with your community, we would very much be interested in hearing from you. Please consider these opportunities to meet new community members, learn more about your City and help make Leon Valley its best.

- Bandera Road Site - Community Advisory Group:** This Group meets quarterly to listen to updates from the Environmental Protection Agency (EPA) about the contaminate water plume in the City and inform the Council and the community about the EPA's actions and findings and make suggestions in the remediation and investigation process. The water plume is centered at approximately the intersection of Grissom and Bandera Roads. They usually meet quarterly at 5:30 p.m. at the Leon Valley Conference Center.
- Board of Adjustment:** The Board of Adjustment (BOA) has the power to review and approve variances from zoning ordinance requirements and administrative decisions (Zoning Interpretations) that create unnecessary hardships in the development of property because of exceptional or extraordinary conditions. Unlike other boards or commissions, the BOA makes the final decision on items that come before it; variances are not passed on to City Council for final approval. Meetings are held on call and are typically held on Monday evenings at 6:30 p.m. at City Hall. There are five (5) members and four (4) alternates.
- Business Managers' and Owners' Alliance Committee (BOMA):** This committee, formerly the Business Alliance Committee, has taken a new name and a new emphasis to act as a business advisory committee to City Council and local businesses on business-related topics. Additional goals are: to assist in providing business incentive ideas and programs to encourage a robust economy and to retain and attract businesses; to advise on specific efforts that will market the Leon Valley business community; to facilitate business vitality by new and existing business retention, expansion, and beautification projects; and to assist the City in creating a unified theme of development that will promote future business development and redevelopment of existing properties. Meetings are held the second Wednesday of each month, at 1:00 p.m. at the Leon Valley Kinman House, 6417 Evers Road.
- Community Events Committee:** The Community Events Committee (CEC) is committed to providing volunteer support and coordination for the various City-sponsored civic events including the 4<sup>th</sup> of July Celebration, the Beautification Awards Program, the Grandparents' Day Concert, and the Holiday Lighting Program. Monthly meetings are held on the third Wednesday at 6:30 p.m. at the Conference Center or Kinman House.
- Earthwise Living Committee:** The Earthwise Living Committee (EWLC) is dedicated to providing community education that will develop a sustainable way of life in harmony with the natural surroundings. The EWLC sponsors and coordinates the annual Earthwise Living Day held on the last Saturday in February. Monthly meetings are held on the second Tuesday at 6:00 p.m. at the Public Works Service Center off Evers Road.
- Library Board of Trustees:** This Board of seven appointed members serve for terms of 2 years, and meets the second Monday of each month in the Library at 7:00 p.m. to discuss Library projects and plans and to review Library policies.
- Park Commission:** The Park Commission (PC) is an advisory commission, of Leon Valley citizens, which makes recommendations to the City Council regarding park ordinances and policies, as well as serves as a liaison for the City with the public for park matters. Meetings are held on the second Monday of each month at 7:00 p.m. at City Hall. There are nine (9) members on this commission.

- Tree Advisory Board:** This seven member (7) Board with three (3) alternate members will meet to oversee the Leon Valley Tree Challenge and work toward the City's goal to plant 10,000 trees by the year 2020. Board members serve a term co-terminus with the Mayor. This Board began meeting in July 2009 and holds their meetings monthly at 6:30 p.m. in Council Chambers on the 3<sup>rd</sup> Wednesday of the month.
- Zoning Commission:** The Zoning Commission (ZC) acts as an advisory board to the City Council on land use and zoning matters. The Commission holds public meetings on all matters relating to:
  - the creation of zoning districts
  - the enforcement of zoning regulations
  - amendments to all zoning ordinances
  - any other matter within the scope of the zoning power
 Meetings are held on the fourth Tuesday of each month at 6:30 p.m. at City Hall. There are seven (7) members and three (3) alternates.
- Leon Valley Now Volunteers:** These volunteers serve as volunteer code enforcement assistants. They patrol a designated area of the City and report violations of City Code which the Code Enforcement Officer will investigate. There are no formal meetings after the initial training sessions. These volunteers work closely with the Community Development Department and the City's Code Enforcement Officers.
- Volunteer Park Patrol:** This new volunteer group assists the Leon Valley Police Department in to helping to manage our recreational and trail areas within the City. The volunteers will be called upon to assist staff in providing a safe environment for park patrons. The Park Patrol volunteers will receive basic training in various subjects related to the position, including public relations, first aid, CPR, policies and procedures, and special event assistance. Please see the homepage of the City's website at [www.leonvalleytexas.gov](http://www.leonvalleytexas.gov) for additional information.
- Other Volunteer Activities:** If you would like to assist with the graffiti abatement reporting, in our library shelving books and etc., or just when there is a special event - consider checking this box. You will be assigned duties on the day of the activity and your help is always welcomed!
- Commemoration Committee:** If you would like to assist with the planning and staging of the commemoration activities celebrating the City of Leon Valley's 60<sup>th</sup> Anniversary and the Huebner-Onion Historic Homestead's (150<sup>th</sup>) Sesquicentennial Anniversary, please check this box. This is an ad-hoc Committee of the City Council.

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- I would like to serve on the Committee(s) I have checked above.** Please contact me with further information regarding meetings and appointment.
- I'm not able to volunteer at this time, but perhaps in the future.**

<b>Name</b>	<b>Address</b>
<b>Phone Number</b>	<b>E-mail Address</b>
<b>Alternate Phone Number</b>	

**Where to return your application:**

Mail or drop off your application in care of the Mayor's Office at Leon Valley City Hall, 6400 El Verde Road, Leon Valley, Texas 78238-2399, or fax your application to (210) 684-4476, or email to [Mayorriley@leonvalleytexas.gov](mailto:Mayorriley@leonvalleytexas.gov).