



**CITY OF LEON VALLEY  
CITY COUNCIL REGULAR MEETING**  
Leon Valley City Council Chambers  
6400 El Verde Road, Leon Valley, TX 78238  
Tuesday, February 15, 2022

**MINUTES**

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**5:30 PM** Call to Order; Determine a Quorum is Present, Pledge of Allegiance.

Attendee Name	Organization	Title	Status
Chris Riley	City of Leon Valley	Mayor	Present
Benny Martinez	City of Leon Valley	Council Place 1	Present
Josh Stevens	City of Leon Valley	Council Place 2	Present
Jed Hefner	City of Leon Valley	Council Place 3	Present
Rey Orozco	City of Leon Valley	Council Place 4	Present
Will Bradshaw	City of Leon Valley	Mayor Pro-Tem, Council Place 5	Present

Mayor Chris Riley called the meeting to order. Councilor Will Bradshaw led the Pledge of Allegiance.

**The City Council Shall Meet In Executive Session To Discuss The Following:**

**Pursuant to Texas Government Code, Chapter 551, Section 551.074 Personnel Matters: Regarding the Review of City Attorney Request for Qualifications and Future Process (M&C # 2022-02-15-4698)**

Mayor Chris Riley read the caption for Agenda Item 2.1

City Council went into Executive Session at 5:34 PM

**Reconvene Into Regular Session**

City Council reconvened into Open Session at 6:12 PM

**CITIZENS TO BE HEARD**

Those who spoke at this time were: Paula Buenorostro; Jackie Ellis; and Samir Chehade

**Possible Action On Issues Discussed In Executive Session If Necessary**

A motion was made by Councilor Josh Stevens to direct the City Manager to bring the top two candidates back for interviews at the next City Council meeting. Councilor Will Bradshaw seconded the motion.

**RESULT:**        **APPROVED [UNANIMOUS]**  
**MOVER:**        Josh Stevens, Council Place 2  
**SECONDER:** Will Bradshaw, Mayor Pro-Tem, Council Place 5  
**AYES:**         Benny Martinez, Josh Stevens, Jed Hefner, Rey Orozco, Will  
                 Bradshaw

## **PRESENTATIONS**

### **Presentation and Discussion on the Approval of the Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2021 (M&C # 2022-02-15-4700 K. Rule and Debbie Fraser, CPA)**

Kevin Rule, Finance Director introduced Debbie Fraser, CPA with Armstrong, Vaughan & Associates, P.C. who presented the Annual Comprehensive Financial Report for fiscal year ending September 30, 2021.

**RESULT:**        **PRESENTED**

### **Presentation, Discussion and Possible Direction on Credit Card Processing Fees (M&C # 2022-02-15-4691 K. Rule)**

Kevin Rule, Finance Director presented.

Those who spoke on this item were: Casey Rowse; and Evan Bohl

**RESULT:**        **PRESENTED**

A motion was made by Councilor Josh Stevens to direct staff to adjust our ordinance regarding fees for 2% **for all debit and credit transactions, online and in-person transactions, plus the administrative fee** that we cannot adjust. The motion was seconded by Councilor Rey Orozco.

City Council gave staff direction to look into a way to simplify the automated clearing house (ACH) transactions and to let citizens know how to do it.

**RESULT:**        **APPROVED [UNANIMOUS]**  
**MOVER:**        Josh Stevens, Council Place 2  
**SECONDER:** Rey Orozco, Council Place 4  
**AYES:**         Benny Martinez, Josh Stevens, Jed Hefner, Rey Orozco, Will  
                 Bradshaw

### **Presentation, Discussion and Possible Direction on Impact Fees (M&C # 2022-02-15-4694 Councilor Josh Stevens and Councilor Jed Hefner)**

There was a consensus among members of City Council to skip this item.

**RESULT: NO ACTION TAKEN**

**Presentation, Discussion and Possible Direction on Sewer Rates and Potential Service Charge Adjustments (M&C # 2022-02-15-4695 Councilor Josh Stevens and Councilor Jed Hefner)**

Item was presented by Melinda Moritz, Public Works Director.

**RESULT: PRESENTED**

**Presentation and Discussion and Possible Action on Resolution No. 21-024R in Regard to Open Records Requests (M&C # 2022-02-15-4699 Councilor Will Bradshaw and Councilor Josh Stevens)**

Councilor Will Bradshaw asked to table without objection to the next meeting if all agreed, which they did.

**RESULT: TABLED WITHOUT OBJECTION      Next: 3/1/2022 6:00 PM**

**ANNOUNCEMENTS BY THE MAYOR AND COUNCIL MEMBERS**

Announcements were made.

**CITY MANAGER'S REPORT**

Crystal Caldera, City Manager spoke briefly about staff shortages due to COVID and asked citizens to be patient as staff returns calls.

**Upcoming Important Events: (M&C # 2022-02-15-4685)**

- a. Regular City Council Meeting, Tuesday, March 01, 2022, at 6:00 PM, in Council Chambers.
- b. Drawing for Place on the May 07, 2022 Ballot, Monday, will be held on February 28, 2022 at 9:00 AM, in Council Chambers.
- c. Annual Town Hall Meeting - Saturday, March 26, 2022, from 8:30 AM to 12:30 PM, at the Leon Valley Conference Center.
- d. 32<sup>nd</sup> Annual Earthwise Living Day, March 05, 2022, from 9:30 AM to 1:30 PM, at the Leon Valley Community and Conference Centers, located at 6427 Evers Road.
- e. Spring Large Item Waste Pick-up, beginning the week of February 21, 2022. Citizens may begin placing items by the curb the week of February 14-February 20, 2022.
- f. AARP Foundations Tax-Aide Services, services provided every Tuesday and Thursday. This service runs Tuesday, February 1, 2022, through Thursday, April 15, 2022, at the Leon Valley Community Center located at 6427 Evers Road.
- g. May 07, 2022 General Election Filing Period, begins Wednesday, January

**19, 2022 and ends at 5:00 PM on Friday, February 18, 2022.**

- h. Last day to Register to Vote in the May Election, Thursday, April 07, 2022.**
- i. City-Wide Garage Sale, Saturday, May 14, 2022, from 7:00 AM to 6:00 PM.**
- j. Miscellaneous other events and announcements.**

<b>RESULT:</b>	<b>PRESENTED</b>
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### **CONSENT AGENDA**

Mayor Chris Riley read an e-mail submitted by: Elaine Valdez

A motion was made by Councilor Benny Martinez to accept the Consent Agenda as presented. Councilor Jed Hefner seconded the motion.

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Benny Martinez, Council Place 1
<b>SECONDER:</b>	Jed Hefner, Council Place 3
<b>AYES:</b>	Benny Martinez, Josh Stevens, Jed Hefner, Rey Orozco, Will Bradshaw

### **Consideration of the Following City Council Minutes:**

- a. Regular Meeting- February 1, 2022 5:30 PM**

### **Acceptance of the Following Board, Committee, and Commission Minutes:**

- a. 10-20-2021 Earthwise Living Committee Minutes**
- b. 11-15-2021 Earthwise Living Committee Minutes**
- c. 01-10-2022 Economic and Community Development Advisory Committee Meeting Minutes**
- d. 01-19-2022 Earthwise Living Committee Minutes**

**Discussion and Possible Action on Zoning Case No. 2021-42 to Consider Approval of an Ordinance Rezoning Approximately 0.60 Acres of Land at 5314 Blackberry Drive, Generally Located on the South Side of Blackberry Drive, East of Seville Drive, from B-2 Retail District, With SO Sustainability Overlay District Zoning, to R-1 Single Family Dwelling District (1st Read and Public Hearing Was Held On 02-01-2022) (M&C # 2022-02-15-4648 M. Moritz)**

**Discussion and Possible Action on An Ordinance to Amend the Leon Valley Code of Ordinances, Article 1.06 Boards, Commissions and Committees and Add Sec. 1.06.008 Economic and Community Development Advisory Committee and To Establish a Policy for Funding Economic and Community Development Projects (1st Read Was Held On 02-01-2022) (M&C # 2022-02-15-4672 W. Cox)**

**Discussion and Possible Action a Resolution of The City of Leon Valley, TX., City Council Appointing Kathleen Kelly List to the Position of Alternate #2 on The Leon Valley Public Library Board of Trustees (M&C # 2022-02-15-4693 Councilor Josh Stevens, Mayor Chris Riley and Councilor Will Bradshaw)**

**Presentation and Discussion of the Monthly Financial Report for Period Ending January 31, 2022 (M&C # 2022-02-15-4689 K. Rule)**

**Presentation Discussion and Possible Action to Approve Citizen Bond Survey and Method for Distribution to the Public (M&C # 2022-02-01-4677 M. Moritz)**

### **REGULAR AGENDA**

**Discussion and Action to Consider and Ordinance Amending the Leon Valley Code of Ordinance Chapter 15 Zoning, Division 6. Districts, Boundaries, and Use Regulations, Section 15.02.305, (E) (2), to Allow Attached Carports to Encroach into an R-1 Single Family Dwelling District Required Front Yard Area (1st Read was Held on 02-15-2022) (M&C #2022-03-01-4651 M. Moritz)**

Melinda Moritz, Interim Planning & Zoning Director presented the item.

Mayor Chris Riley opened the Public Hearing at 7:45 PM

Those who spoke at this time were: Casey Rowse; and Drew Power

There being no further public comment; Mayor Riley closed the Public Hearing at 7:48 PM

There was a consensus among members of City Council to only allow carports in the R-1 district and that it must be attached to the roof.

Director Moritz agreed to look into an issue of concern by Councilor Martinez as to whether or not any structure, "such as a free-standing pergola or a covered patio as long as it was not attached to the house", would need a building permit. This information will be brought back at the next meeting.

**RESULT:      TABLED WITHOUT OBJECTION**

**Next: 3/1/2022 6:00 PM**

**Discussion and Possible Action on an Ordinance Authorizing the City Manager to Enter into Listing Agreement with NAI partners for 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) (1st Read was Held on 02/15/2022) (M&C # 2022-03-01-4697)**

Crystal Caldera, City Manager presented. The item will come back in the Consent Agenda for a second read at the next meeting.

**RESULT: TABLED WITHOUT OBJECTION****Next: 3/1/2022 6:00 PM**

**Discussion and Action to Consider Approval of an Ordinance Awarding a Bid and Authorizing the City Manager to Sign a Contract with San Antonio Pool Management, Inc. in the Amount of \$105,710.00 to Manage the City of Leon Valley Community Pools and Provide Off-Season Maintenance (1st Read Held on February 15, 2022) (M&C # 2022-03-01-4692 D. Dimaline)**

Melinda Moritz, Public Works Director presented.

Those who spoke on this item were: Evan Bohl; and Erick Matta

The item will come back in the Consent Agenda for a second read at the next meeting.

**RESULT: TABLED WITHOUT OBJECTION****Next: 3/1/2022 6:00 PM**

**Presentation and Discussion on an Ordinance Amending the City of Leon Valley's Code of Ordinances, Chapter 5 "Fire Prevention and Protection", Article 5.04 Section 5.04.001, "Adopted", And Section 5.04.002, "Amendments", By Adopting the International Fire Code, 2021 Edition with Amendments (1st Reading as Required by City Charter) (M&C # 2022-02-15-4649 M. Naughton)**

Michael Naughton, LVFD Chief presented the proposed amendments.

The item will come back in the Consent Agenda for a second read at the next meeting.

**RESULT: TABLED WITHOUT OBJECTION****Next: 3/1/2022 6:00 PM**

### **CITIZENS TO BE HEARD**

None

### **REQUESTS FROM MEMBERS OF CITY COUNCIL TO ADD ITEMS, DISCUSS, AND PRIORITIZE FOR FUTURE AGENDAS**

#### **Attachment: (M&C # 2022-02-15-4688)**

Councilor Josh Stevens asked that the fluoride item be moved to the first meeting in April.

Councilor Jed Hefner asked that an item to discuss the traffic around John Marshall High School be placed on a future agenda.


**RESULT:      PRESENTED**

**ADJOURNMENT**

Mayor Riley announced that the meeting adjourned at 8:33 PM.

**These minutes approved by the Leon Valley City Council on the 1st of March, 2022.**

APPROVED

  
**CHRIS RILEY**  
MAYOR

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



On March 23, 2021, the Leon Valley City Council unanimously voted to adopt Ordinance No. 2021-13, amending the Leon Valley Code of Ordinance, Section 1.04.001 (d) (2) saying that “All written comments shall be included in the meeting minutes.”

The Presiding Chair, the Mayor, has sole discretion on the appropriateness of which comments are and are not allowed.

The following comments have been reviewed and approved as “appropriate” to be included in the February 15, 2022 Leon Valley Regular City Council Meeting Minutes by Mayor Chris Riley.



**From:** [Elaine Valdez](#)  
**To:** [Saundra Passailaigue](#)  
**Subject:** Fw: Question for the presentation of Consent agenda #7 at City Council meeting tonight  
**Date:** Tuesday, February 15, 2022 2:14:00 PM

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----- Forwarded Message -----

**From:** Elaine Valdez <[REDACTED]>  
**To:** Rey.orozco@leonvalleytexas.gov <rey.orozco@leonvalleytexas.gov>; Crystal Caldera <c.caldera@leonvalleytexas.gov>; Melinda Moritz <m.moritz@leonvalleytexas.gov>  
**Sent:** Tuesday, February 15, 2022, 02:13:19 PM CST  
**Subject:** Question for the presentation of Consent agenda #7 at City Council meeting tonight

Councilor Orozco,

I know that we all want a successful survey of the residents regarding city building upgrades. My concern is what resident/occupant address list will be used. The Lion's Roar is sent in bulk to the Villas of Leon Valley (Huebner Rd) and left in the complex office. Are there other facilities or apartment complexes that have a similar delivery system which may not properly reach every resident?

Villa of Leon Valley resident, Marie Rodriguez and I have teamed up to hand deliver the Lions Roar to each apt as soon as it arrives at the complex office.

Elaine Valdez  
Pavona Place