



**CITY OF LEON VALLEY  
INTEROFFICE MEMORANDUM**

**DATE:** November 15, 2022  
**TO:** Mayor Chris Riley and City Council Members  
**FROM:** Crystal Caldera, City Manager  
**SUBJECT:** Pre-City Council Meeting Report

**Seneca West Drainage Project**

Engineering and design work is complete on the Seneca West Drainage Project. The bid opening was held on Tuesday, October 11, 2022, and this will go to City Council for award on November 15th.

10/1/2020	4/2021	07/2022	12/2022
Start Engineering	Submit to SARA for CLOMR	Bid project	Start construction
11/2023	12/2023		
Substantial completion	Final completion		

**Huebner Creek Greenway Hike & Bike Trail Section I**

The bids for this project have been opened, and it appears that TCL Construction Enterprises, LLC is the lowest responsible bidder, with a total bid price of \$986,220. The bid tabulation has been sent to TxDOT for their concurrence. Once we receive their concurrence, the item will be placed on the City Council agenda for the award. Trail construction can begin once we receive the signed contracts. The trail will run adjacent to El Verde Road.

4/23/21	5/13/21	7/27/21	8/12/21	9/14/21
30% plans submitted to TxDOT for review	TxDOT review committee meeting	60% plan submittal to TxDOT for review	TxDOT review committee meeting	100% plan submittal to TxDOT for review
12/2021	5/2022	7/2022	8/2022	9/2022
TxDOT review committee meeting	Advertise bids for Project	TxDOT concurrence with the lowest responsible bidder	Council approval of contract and bidder	Approval of Contract and bidder
1/23 – 4/3/23	05/3/2023			
Trail Construction	Final completion			

**(MPO) Reimbursement Grant-Huebner Creek Greenway Hike & Bike Trail Section II**

The staff has submitted an application for an Alamo Area Metropolitan Planning Organization (MPO) reimbursement grant for constructing the second portion of the Huebner Greenway Trail from Bandera Road to Evers Road. It has been approved by the lower committees and will now advance to the full Board for (hopefully) approval.

4/1/2021	9/2021	2023-24
Grant Due	Results Announced	Trail engineering, design, and construction

**Year 6 Street Maintenance**

The City Engineer will start designing a bid package for Year 6 Street Maintenance. Staff is reviewing the street ranking list to decide which streets are to be included in this round. We expect to bid this project in January of 2023.

**Huebner Wellsite Generator Project**

The bid opening for the Huebner Elevated Storage Tank was held on, October 11th, and we will take this item to City Council for award on November 15th. This is the last elevated tank that needs to be rehabilitated and repainted. After award, a project schedule will be developed.

**Code Amendments**

Staff is working with the City Attorney to revise the Sustainability Overlay District regulations pertaining to building construction materials, color, and style to ensure we comply with state law. Once this is complete, we will take this back to the City Council for an amendment to the Code and consider uses allowed in the B-3 zoning district with Sustainability Overlay zoning, with or without a Specific Use Permit. Once this is reviewed and revised, we will construct a timetable for completion.

**Building and Other Permits Issued**

<b>Permit Type</b>	<b># Issued</b>
Plumbing	1
Bulk Water	
(New) Building	
Food	2
Utility	
Gas	
Fence	
Mechanical	1
Electrical	
Foundation	
Animal Tag	

Roof 1  
 HVAC  
 Fire  
 Signs  
 Garage Sale  
 Building Solar 2

### Open Records Requests/City Secretary

Request #	Name	Date of Request	Description	Status	Days Opened	Date Complete	Invoices Total (\$)	Amount Paid Total (\$)
OR-2022-65	INNA RAMOS	10/21/2022 3:13 PM	My name is Inna Ramos. My husband and I engaged an attorney to help us negotiate with our Flood Insurance after our property at 5616 Bandera got flooded and destroyed in July of last year. The insurance company paid us a minimum required to repair the building that didn't even cover the mortgage balance. Since per the city code, we would need to lift the property above the water level, our attorney believes that the insurance greatly underpaid us. The insurance requested the property records, specifically everything about the flood, the destruction, and the city code requirements to rebuild the property if we elect to.	Time and Materials Estimation	6	N/A	\$0.00	\$0.00
OR-2022-71	Texas State Board Of Plumbing Examiners	10/25/2022 2:02 PM	I am requesting a copy of the permit obtained by Eric C Carter of Bluefrog Plumbing & Drain for plumbing work performed at 5027 Forest Shadow to include inspection report for on going investigation by TSBPE	Complete	1	10/26/2022 4:09 PM	\$0.00	\$0.00
OR-2022-68	Mitchell Andry	10/24/2022 1:14 PM	I would like all records of all traffic light violations in last 30 days from camera going westbound on Bandera Road and turning left onto Grissom. I was ticketed for failure to stop at red light by camera. If anything I was in intersection when it was yellow.	Complete	1	10/25/2022 2:45 PM	\$0.00	\$0.00
OR-2022-74	Chas Edmondson	10/27/2022 7:47 AM	I am completing a zoning report on Forest Oaks Apartments, located at 6313 Evers Road and need to request the following information: <ul style="list-style-type: none"> <li>•Copies of any approval documents (site/development plan, conditional/special use permit, variance, etc.)</li> <li>•Copies of certificates of occupancy</li> <li>•Copy of any open zoning code violations</li> <li>•Copy of any open building code violations</li> <li>•Copy of any open fire code violations</li> </ul>	Time and Materials Estimation	0	N/A	\$0.00	\$0.00
OR-2022-73	Nicolas Espino	10/26/2022 6:09 PM	I am seeking any information regarding any open building, zoning, and fire/life safety code violations for the buildings located at 5407 Bandera Road, 5409 Bandera Road, 5411 Bandera Road, 5413 Bandera Road, 5415 Bandera Road, 5417 Bandera Road, and 5419 Bandera Road located in Leon Valley, Texas 78238 from the last 5 years. The Bexar CAD Property ID is 217456.	Route To Secretary For Review	1	N/A	\$0.00	\$0.00

Request #	Name	Date of Request	Description	Status	Days Opened	Date Complete	Invoices Total (\$)	Amount Paid Total (\$)
OR-2022-70	Kimberly Sarro Divinity Family Services	10/25/2022 11:46 AM	Divinity Family Services is currently working with Elizabeth and Ryan Villalobos to license them as a foster/adoptive home. They have lived at the above referenced address (s) at one point during the previous two years. Will you please conduct a survey to see if there have been any law enforcement calls to the above referenced residence from June 2022 - October 2022. It would be preferable to receive a response to my email however alternatively any reports can be sent to our fax number at Divinity	Complete	1	10/26/2022 4:26 PM	\$0.00	\$0.00
OR-2022-69	Reanna Sturgeon	10/24/2022 3:34 PM	Address to all: 6007 Grissom Rd Apt 3108, San Antonio Tx, 78238  Case #: 202203362 August 31- September 1: a disturbance call by neighbors  Case # 2022-03629 September 17: scared and asked for someone to be removed from premises due to property destruction  May have other cases for these date(s): asked for someone to be removed from premises October 16 October 17	Time and Materials Estimation	3	N/A	\$0.00	\$0.00
OR-2022-75	Thomas J Henry Injury Attorney's	10/27/2022 10:51 AM	The accident occurred on 10/04/2022 at 11:44 am at the intersection of Bandera and Huebner Road.  Vehicle: 2015 Chrysler 300 Juliah Bustos: Bill Perales was her passenger Other Driver: 2021 Jeep Brianna Edna ☒ Requesting: PR 202203860	Route To Secretary For Review	0	N/A	\$0.00	\$0.00
OR-2022-67	Katie Allen	10/24/2022 11:09 AM		Complete	1	10/25/2022 1:59 PM	\$0.00	\$0.00
OR-2022-72	Texas State Board Of Plumbing Examiners	10/26/2022 5:08 PM	Requesting a copy of the permit obtained by Eric C Cater of Bluefrog Plumbing for plumbing work performed at 6027 Forest Shadow and all inspection reports	Route To Secretary For Review	1	N/A	\$0.00	\$0.00
OR-2022-64	Matthew Gregor	10/21/2022 10:33 AM	Request for report, Leon Valley PD report number 202203647, report from Officer Abajian on 19 Sep 2022. Crash report not available through new police records online system, per discussion with Kyle Cadena. Thank you.	Complete	3	10/24/2022 12:54 PM	\$0.00	\$0.00

## PUBLIC WORKS

- Staff is working on creating a school crossing zone on Huebner Road, from just north of Redbird to just before Chapparral. The zone would encroach into the City of San Antonio, so we would need their permission to install signage and slow the traffic to 20 mph. Staff expects to take this to City Council on December 6th.
- Staff has contacted Bexar County Public Works about piggybacking off of their contracts for street maintenance and other work projects. Staff will be bringing an Interlocal Agreement to City Council for their consideration.
- Staff submitted a grant request for funding of the creation of a transportation plan to support the Safe Streets for All initiative.
- The Park Commission is working on a design process for a skate park to be located at the Shadow Mist Park site.

- Staff and the City Engineer are working on the Huebner Creek Hike & Bike Trail Segment II.
- Staff and the City Engineer have identified segments of the water line along El Verde Road for replacement. The second segment has begun.
- Staff is getting quotes for pool plastering, a rock-climbing wall, and pickle ball accessories.
- Refacing stop signs city-wide, replacing other traffic control signs as needed.
- Pouring a driveway approach on El Verde.
- Installing landscape timbers around a tree on Stirrup.
- Install holiday decorations at Community and Conference Centers, and at City Hall.
- Replacing malfunctioning meters.
- Repairing water leak at Conference Center.
- Replacing curb stops on Huebner and on Autumn Chase.
- Tapping the water main on Huebner to bring water to Old Mill Park for the trees.
- Performing locates along Bandera Road for CPS Energy.

#### **FIRE DEPARTMENT**

- The Fire Department will be participating in a live fire training drill at San Antonio College on November 12 and 13. We are very excited to participate in this training with other departments in our area.
- The Fire Department will be renewing the City's NFPA FireWise community accreditation at the beginning of November.
- The Fire Department will have a new Paramedic, Ian Shaw, starting on November 28<sup>th</sup>. He will be completing his firefighter certification within the next 12 months.
- The Fire Department has received and placed into service 15 additional radios. All fire department radios are now P25 compliant. The fire department has enough radios for each staff member.

#### **UPCOMING LIBRARY PROGRAMS**

- November 15<sup>th</sup> at 4:30pm: National Recycling Day Program & Scavenger Hunt
- November 16<sup>th</sup> & 17<sup>th</sup> at 11am: Turkey Storytimes
- November 20<sup>th</sup> at 2:00pm: Author Reading from Charles Darnell (local author) and Larry Crawford (Houston based author and artist)
- November 23<sup>rd</sup> at 10:30am: Block Play

#### **OTHER CITY STATISTICS FOR POLICE, FIRE, ECONOMIC DEVELOPMENT, COURT, CODE, AND ANIMAL CONTROL CAN BE FOUND:**

[https://www.leonvalleytexas.gov/sites/default/files/fileattachments/community/page/2719/cm\\_report\\_11-15-2022.pdf](https://www.leonvalleytexas.gov/sites/default/files/fileattachments/community/page/2719/cm_report_11-15-2022.pdf)

#### **OTHER MEETINGS AND EVENTS**

- The next City Council Meetings will be Tuesday, December 6, 2022, at 6:30 pm, in Council Chambers.