



**CITY OF LEON VALLEY  
INTEROFFICE MEMORANDUM**

**DATE:** February 28, 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 continues on the Seneca West Drainage Project. The proposed alignment has been sent to the San Antonio River Authority (SARA) for their approval. The 95% plans have also been submitted to Bexar County for their review. Once the San Antonio River Authority (SARA) approves a Conditional Letter of Map Revision (CLOMR), bids for the project may be advertised. The dates for the project bid have changed, as we are waiting on approval from SARA. We did receive comments from SARA and prepared our answers/corrections. We submitted revisions to SARA and are now waiting for final approval and permit issuance.

10/1/2020	7/30/2021	12/2021	04/2022
Start Engineering	Submit to SARA for CLOMR	Bid project	Start construction

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

Staff has submitted an application for an Alamo Area Metropolitan Planning Organization (MPO) reimbursement grant for the construction of 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

**Marshall Elevated Tank Rehabilitation Project – Viking Painting**

This project is to rehabilitate the Marshall Elevated Water Storage Tank, located behind Marshall High School. This week, the crew has completed the rigging for the containment; blasted, primed, and stripped the interior; applied the intermediate coat to the interior; and poured a thin layer of concrete at the base of the tank to catch all abrasive. Next week the crew plans to move outside to begin blasting on the exterior.

1/15/22	1/31/22	2/7/22	3/1/22
Project Mobilization	Exterior Paint Application	Interior Paint Application	Final Completion

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

The 100% plans for the portion of the trail that will run adjacent to El Verde Road have been submitted for review by TxDOT, because of their environmental division, the project is being delayed by about 3 months.

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	4/2022	5/2022	5/2022	6/2022
TxDOT review committee meeting	Advertise bids for Project	TxDOT concurrence with lowest responsible bidder	Council approval of contract and bidder	Begin Project

**Community Development Block Grant (CDBG)- Blacksmith Water & Sewer**

Staff has applied for another CDBG reimbursement grant from Bexar County Community Development to replace water and sewer mains on the remaining portion of Blacksmith Drive in the Old Mill subdivision. The City was awarded the grant in the amount of \$143,639. We anticipate receiving the Agreement from Bexar County in early 2022, with bid award in Spring of 2022.

4/2021	7/2021	3/2022 – 11/2022
Grant Submitted	Grant Award Announced	Contract Period and Construction

## Open Records Requests

Request Number	Date Received	Date Released/ Closed ORR	Requester Name	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Legal Review	Fees Paid?
100621-C	10/06/21	COMPLETE D 02/03/22	Justin Pulliam	Electronic copies of all emails (including attachments) sent to or received from the personal email address of K. Kuenstler from January 1, 2015 to October 5, 2021.	Y	DOB, FAMILY INFO, ADDRESS, PHONE NUMBER, HIPAA INFO, ACCOUNT NUMBERS	N	N	Fees waived by City Council on November 02, 2021 via Res. No. 21-037R.
100621-D	10/06/21	COMPLETE D 02/15/22	Justin Pulliam	Electronic copies of all emails (including attachments) sent to or received from the personal email address of J. Salvaggio from January 1, 2015 to October 5, 2021.					Waived by City Council
102621-C	10/26/21	COMPLETE 02/07/22	Justin Pulliam	All police incident reports, complete investigative files, warrants, warrant affidavits, warrant returns relating to Justin Pulliam. Consider the time period from January 1, 2014 to October 25, 2021; 2. All emails (including attachments) sent or received by any police department employee (including former employees) relating to Justin Pulliam. Consider the time period from January 1, 2014 to October 25, 2021; 3. All emails (including attachments) sent to or received from Jacob Stauffer or Coherent CYBER. Consider the time period from January 1, 2014 to October 25, 2021 (consider former employee accounts as well); 4. All contracts, invoices, and payments with/from/to Coherent CYBER. Consider the time period from January 1, 2014 to October 25, 2021; and 5. All reports (unredacted) produced by Coherent CYBER. Consider the time period from January 1, 2014 to October 25, 2021.	N	-	Y	Y	\$ -
120321-E	12/03/21	COMPLETE 02/18/2022	Isabella Brice	Not enough information to know what is being requested.	N	-	N	N	\$ -
020322-B	02/03/22	COMPLETE 02/18/22	Chas Edmondson	A zoning report on Villas of Leon Valley, located at 7101 Huebner Road and need to request the following information: 1. Copies of any approval documents (site/development plan, conditional/special use permit, variance, etc.), 2. Copies of certificates of occupancy, 3. Copy of any zoning code violations. 4. Copy of any open	N	-	N	N	-
020322-C	02/03/22	Pending TX OAG	Justin Pulliam	Basic information for incident CX2983982602.	N	-	N	N	-
020322-D	02/03/22	COMPLETE 02/18/22	Justin Pulliam	Electronic copy of all communications made to the attorney general (e.g., Assistant Attorney General Charles Falck) relating to my complaint about ORR 101921-B.	N	-	N	N	-
020422-A	02/04/22	Waiting on Staff	Christopher Hinshaw	RE: Case No. 2022-0001947 – names of peace officers, detectives, sergeants that responded to the scene on or around 6pm-8pm on 12/26/21; conversations, written or recorded and any call log for service reports from any responding or reporting officer who interacted with any party for the date of 01/03/22 which is when it was reported; 911 calls made; witness testimony taken; statements, interviews, recordings; and call logs.	N	-	N	N	-

Request Number	Date Received	Date Released/ Closed ORR	Requester Name	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Legal Review	Fees Paid?
020722-A	02/07/22	COMPLETE 02/15/22	Antonio "Tonia" Johnson	Traffic data from 01/01/2022 – 01/31/2022	N	-	N	N	-
020722-B	02/07/22	COMPLETE 02/23/22	Maria Nix	Fire Report made on Friday, January 28, 2022 at around 5:45 am at 6007 Grissom Road, Apt. 4205	N	-	N	N	-
020822-A	02/08/22	Waiting on Staff	Tim Maloney	RE: Ginneth Patricia Jelambi as Personal Representative of the Estate of Marco Davila; date of incident: 06-21-2019; Officers Rigoberto Parra #520 and Osarentin Amadin #523 Copies of any and all rulings, decisions, findings, conclusions, investigations reports, crash report, witness statements, CID Investigation to include: inspections, analysis, policies and procedures, photographs, videotapes, personnel file of Leon Valley Police Officer Rigoberto Parra #520 and Officer Osarentin Amadin #523 and other documentation prepared by, or in the possession of the Leon Valley Police Department.	N	-	N	N	-
021122-A	02/11/22	Pending TX OAG	Stephen B. Rogers and Sara Elliott via email	LVPD Case # 202104408	Y	DOB	N	Y	-
021122-B	02/11/22	Pending TX OAG	Stephen B. Rogers via certified letter	LVPD Case # 202104408	Y	DOB	N	Y	-
021522-B	02/15/22	COMPLETE 02/15/22	Mollie Hlebik	Copy of the photographic traffic signal enforcement systems.	N	-	N	N	-
021522-C	02/15/22	COMPLETE 02/23/22	Eymee Osorio	Case No. 202200397	Y	DOB, TDL, VIN #	N	N	-
021622-A	02/16/22	Waiting on Staff	Edward Zamora	A list of all property addresses whose utilities/water are currently inactive and have been for more than 3 months, as well as code violations and order to vacate in the past 3 months. Please include any and all available information for the most recent account holder as well.	N	-	N	N	-
021722-A	02/17/22	Notified requestor that other records were ready for pick up; and EMS release form	Carlos Reyna	Items related to LVPD Report 18747304	N	-	N	N	-
021822-A	02/18/22	Waiting on Staff	Kai Henderson	A complete copy of the full investigation file pertaining to an incident at HEB located at 5601 Bandera Road, San Antonio, TX 78238 that occurred on November 4, 2021 in Bexar County, Texas involving Juan Espinoza, including but not limited to: complete copies of all 911	N	-	N	N	-
022222-A	02/22/22	Waiting on Staff	Callie Fuller	Information regarding zoning, code violations, site approvals, CofO's, etc. for 7040, 7050,7016, and 7020 Bandera Road	N	-	N	N	-

## **PUBLIC WORKS**

- Staff underwent an Accreditation review from the American Public Works Association. The review ended on January 31, but there are several areas of improvement to be documented before we can receive the accreditation certificate. Staff was given 45 more days to complete this task. If approved, Leon Valley will be the first City in Bexar County to achieve this status.
- Replacing traffic signage in the Monte Robles Park neighborhoods.
- Installing new water fountain at Raymond Rimkus Park.
- Replacing several commercial meters.
- Locating and repairing damaged water valves.
- Assisting with the Marshall Elevated Water Tank rehab project.
- Performing maintenance on drainage swales along El Verde Road.

## **FIRE DEPARTMENT**

- The Fire Department completed a compliance inspection from the Texas Commission on Fire Protection on February 22, 2022. This inspection found that the Fire Department had no compliance deficiencies and met the minimum state requirements for Fire Departments.
- The Fire Department completed the ISO inspection on February 9, 2022. The process went well and the result from the visit should be available in the next week or two.
- The Fire Department responded with the San Antonio Fire Department Rescue team to a high-angle rescue at the Huebner Rd elevated water tank. The person involved was performing work for the City on the elevated tank when his safety gear malfunctioned. No injuries were noted during the event.
- The E-One Bronto Aerial Apparatus is currently out of service due to damage sustained during repairs. This unit should return to service in the next 10 days, but the aerial device will not be in service.
- The Fire Department's second aerial apparatus is currently out of service due to an inoperable transmission. This is currently being repaired. This unit should hopefully be back in service within the next 10 days.
- The Fire Department has been getting compliance with Sierra Royale Apartments. We are currently working with them to maintain a positive direction while mitigating their code violations.
- The Fire Marshals attended a local Fire Marshal Round Table discussion for local and regional contractors. We were available for contractors to ask questions about fire codes and processes when doing work in our community.
- The Fire Department Administration staff are currently mentoring students in the John Marshal Magnet School. We meet with selected students once a month. During this hour-long meeting, we discuss their progress with their course work along with any other topics that may come up.

- The Fire Department MIH made several home visits to residents over the last two weeks. Most visits have been welfare checks have been requested by family members, concerned residents, or staff.

### **UPCOMING LIBRARY PROGRAMS**

- March 2<sup>nd</sup>: 10:30 am – Dr. Seuss’s Birthday Party
- March 3<sup>rd</sup>: 10:30 am – Lil’ Explorers
- March 5<sup>th</sup>: 9:30 am – 1:30 pm Earthwise Living Activities
- March 8<sup>th</sup>: 10:30 am - Bilingual Storytime
- March 9<sup>th</sup>: 10:30 am - Adventurers’ Club
- March 10<sup>th</sup>: 10:30 am – Lil’ Explorers
- March 12<sup>th</sup>: 11:00 am – Teen & Adult Craft
- March 13<sup>th</sup>: 2:30 pm – Family Movie
- March 14<sup>th</sup>: TBA – Spring Break Activities
- March 15<sup>th</sup>: TBA – Spring Break Activities
- March 16<sup>th</sup>: 10:30 am – Spring Break Storytime
- March 16<sup>th</sup>: TBA – Spring Break Activities
- March 17<sup>th</sup>: 10:30 am – Spring Break Storytime
- March 17<sup>th</sup>: TBA – Spring Break Activities
- March 18<sup>th</sup>: TBA – Spring Break Activities
- March 20<sup>th</sup>: 3:00 pm Builder’s Group
- March 22<sup>nd</sup>: 4:30 pm School Age Craft
- March 23<sup>rd</sup>: 10:30 am - Adventurers’ Club
- March 24<sup>th</sup>: 10:30 am – Lil’ Explorers
- March 25<sup>th</sup>: 10:30 am – Community Coffee
- March 26<sup>th</sup>: 10:30 am – Drum Circle
- March 30<sup>th</sup>: 10:30 am - Adventurers’ Club
- March 31<sup>st</sup>: 10:30 am – Lil’ Explorers

**Other City Statistics for Police, Fire, Court, Code, and Animal Control can be found:**  
<https://cms3files.revize.com/leonvalleynew/CM%20Report%202-28-2022.pdf>

### **OTHER MEETINGS AND EVENTS**

- The next City Council Meeting will be Tuesday, March 15, 2022, at 6:00 pm, in Council Chambers.
- The Planning and Zoning Commission will meet on March 22, 2022, at City Hall Council Chambers, at 6:30 p.m.
- The Capital Facilities Oversight Committee will meet on March 28, 2022, at the Leon Valley Conference Center, at 6:30 pm.
- Earthwise Living Day will be held on March 5, 2022, from 9:30 a.m. -1:30 p.m.at 6427 Evers Road