



CITY OF LEON VALLEY  
INTEROFFICE MEMORANDUM

**DATE:** March 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 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 past week the crew rolled the exterior legs. To get the correct mills the crew rolled the legs 2 times. On Friday, the contractor was on-site to take mills on the intermediate coat. The shell and belly were a little low; therefore, another light coat will be applied before applying the finish coat. On Friday and Saturday, the crew cleaned out the

interior and prepped to apply the finish coat. The plan this week is to apply another light coat of intermediate on the shell and belly and then begin rolling the finish coat.

1/15/22	1/31/22	2/7/22	3/31/22
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. We are waiting on Environmental review for approval.

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**

The 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 a bid award in Spring of 2022.

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

**Code Amendments**

Staff is working with the Planning and Zoning Commission (P & Z) to revise the Table of Permitted Uses to allow specific uses in the B-3 zoning district with or without a Specific Use Permit and the Sustainability Overlay district prohibitions. Other options include rezoning all of Grissom Road and a portion of Poss Road from Sustainability Overlay District to Commercial/Industrial Overlay District or to remove the Overlay Districts all together.

PZC Mtg	CC Mtg	CC Mtg
3/22/22	4/5/22	4/19/22

### Subdivision Code

Staff will start working on revisions to the Subdivision Code with the City Engineer and the Public Works Director. In April, we would tentatively take this to the Planning and Zoning Commission for discussion.

PZC Mtg	CC Mtg	CC Mtg
4/26/22	5/17/22	6/7/22

### Future Council Zoning Cases

7355 Canterfield. – SUP to allow an “Accessory Dwelling Unit” in the existing structure. It will be presented to the P & Z on 3/22/22, and then to the City Council on April 5<sup>th</sup> and the 19<sup>th</sup>.

6417 Evers Road – SUP to allow a “Restaurant - Not Fully Enclosed and With Sales of Alcohol”. This case will be presented to the P & Z on March 22<sup>nd</sup> and then to the City Council on April 1<sup>st</sup> and 19<sup>th</sup>.

6008 Grissom Road – a request to rezone the property from B-3 Commercial Sustainability Overlay District to B-3 Commercial with the Commercial/Industrial Overlay District. The property owner has a potential buyer, but the buyer wants to operate a contractor facility and that use is not allowed in the Sustainability Overlay District in a B-3 zoning district. This case will be presented to the P & Z at their March 22<sup>nd</sup> meeting, then to City Council on April 5<sup>th</sup> and 19<sup>th</sup>.

Triangle Property at the intersection of Evers and Seneca - being 9.1740 acres of land, known as P-4A, ABS 530, CB 4432. The applicant would like to discuss the potential development of this vacant tract of land with both the P & Z and City Council prior to applying for rezoning to some type of low-density residential zoning. Scheduled for discussion only at the March 22<sup>nd</sup> P & Z meeting and then on April 5<sup>th</sup> before the City Council.

### Building and Other Permits Issued – Week of 3/7/22

<i>Permit Type</i>	<i># Issued</i>
Plumbing	4
Gas	1
Electrical	1
Foundation	1
Animal Tag	1

## Open Records Requests

ORR #	Date Received	Date Released	Requester Name	Organization	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Review	Ruling Number	Fees
083021-B	08/30/21	COMPLETE 02/26/22	Emilie Eaton	San Antonio Express-News	Copy of any and all records pertaining to the Attorney General's investigation into former Leon Valley Police Chief Joe Salvaggio. Please also provide a copy of the report findings.	Y	N/A	N	Y	OR2021-32417	\$0.00
083121-A	08/31/21	COMPLETE 02/26/22	Erick Matta	-	Any documents pertaining to closed investigations initiated by Joe Salvaggio(LVPD) against elected officials or citizens. These should include notices or rejection letters from the DA, TX Rangers, or OAG.	Y	DOB; SSN; CREDIT CARD; PERSONAL INFO OFFICIAL AND FORMER OFFICIAL; MOTOR VEHICLE; ALL BUT BASIC INFORMATION PER TX OAG RULING	N	Y	OR2021-32417	\$0.00
083121-B	08/31/21	COMPLETE 02/26/22	Joseph Salvaggio	-	Copies of the report issued by the Attorney General on or around August 9, 2021 concerning the criminal investigation of the Mayor and City Council. Also provide all documents, including, but not limited to reports, emails, text messages, WhatsApp, YouTube, Facebook written by any City Official in response of this criminal investigation over the past two years. City and private/personal correspondence on all types of media.  Additionally, any and all documents written by any City Official to the Bexar County District Attorney, Bexar County Sheriff's Department, Federal Bureau of Investigations, Texas DPS, Texas DPS Rangers, and Office of Attorney General concerning Joseph Salvaggio. This includes but is not limited to all reports, emails, text messages, WhatsApp, YouTube, Facebook or any other social media used/written by any City Official in response to any criminal complaint or request for investigation of Joseph Salvaggio over the past five years.	Y	DOB; PERSONAL EMAIL ADDRESSES AND PHONE NUMBERS; ALL BUT BASIC INFORMATION PER TX OAG RULING	N	Y	OR2021-32417	\$0.00
090221-A	09/02/21	COMPLETE 02/26/22	Mayor Chris Riley	COLV	Copies of what get's released to ORR # 083121-B	Y	DOB; PERSONAL EMAIL ADDRESSES AND PHONE NUMBERS; ALL BUT BASIC INFORMATION PER TX OAG RULING	N	Y	OR2021-32417	\$0.00

ORR #	Date Received	Date Released	Requester Name	Organization	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Review	Ruling Number	Fees
090821-A	09/08/21	COMPLETE 02/26/2022	Evan Bohl	-	Requesting the Investigative Report from the Texas AG's Office regarding Current Councilmembers.	Y	ALL BUT BASIC INFORMATION PER TX OAG RULING.	N	Y	OR2021-32417	\$0.00
101821-C	10/18/21	COMPLETE 03/09/22	Paula A. Wyatt	Wyatt Law Firm	Information related to Case Number: 202003375	N	-	N	N	-	\$0.00
011022-C	01/10/22	COMPLETE 03/09/2022	Lexitas Automated Records Collection	-	Medical and Billing records for incident that occurred on 11/27/2021.	N	-	N	N	-	\$0.00
012522-B	01/25/22	COMPLETE 02/28/22	Andy Banks	Judicial Services Company	Subpoena for information related to LVPD Case # 202102078	N	-	N	N	-	\$50.00
012822-A	01/28/22	COMPLETE 03/08/2022	Myeisha Triplett	-	Body Worn Camera Video for report # 202004139	N	-	N	N	-	\$0.00
020322-C	02/03/22	COMPLETE 02/26/2022	Justin Pulliam	-	Basic information for incident CX2983982602.	Y	ALL BUT BASIC INFORMATION PER TX OAG RULING	N	Y	OR2021-32417	\$0.00
020722-C	02/07/22	COMPLETE 03/09/22	Jennifer Parks	LCS Record Retrieval	Police investigation file, including any and all reports, notes, communications, photos, videos, audio recordings, or other phone calls, related to: motor vehicle collision on June 27, 2021, Case No. 202102179 Crash ID: 18378847.	N	-	N	N	-	\$37.00
020722-D	02/07/22	COMPLETE 03/08/22	Evan Bohl	-	Copies of itemized city attorney invoices fo the city for services from November 17, 2020 - February 1, 2022.	N	-	N	N	-	\$0.00
021522-A -	02/15/22	COMPLETE 03/09/22	David Jewett	LCS Record Retrieval	Police investigation file, including any and all reports, notes, communications, photos, videos, audio recordings, or other phone calls, related to: motor vehicle collision on June 27, 2021, Case No. 202102179 Crash ID: 18378847.	N	-	N	N	-	No charge as it is a duplicated ORR
021622-A	02/16/22	COMPLETE 02/16/22	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.	Y	WITHHELD PER HB 872	N	PREVIOUS RULING	OR2019-19151	\$0.00
021722-A	02/17/22	COMPLETE 03/01/22	Carlos Reyna	The Carlson Law Firm	Items related to LVPD Report 18747304	N	-	N	N	-	\$47.00
021822-A	02/18/22	COMPLETE 02/28/22	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,	N	-	N	N	-	\$0.00
022222-A	02/22/22	COMPLETE 03/08/22	Callie Fuller	Praxis Analytics	Information regarding zoning, code violations, site approvals, CofO's, etc. for 7040, 7050,7016, and 7020 Bandera Road	N	-	N	N	-	\$0.00
022622-A	02/26/22	COMPLETE 02/28/22	Dianna Starr	Rising Lonestars	January 15th campaing finance documents for Mayor Chris Riley and councilmembers Jed Hefner, Benny Martinez, Josh Stevens, Rey Orozco, and Will Bradshaw.	N	-	N	N	-	\$0.00

ORR #	Date Received	Date Released	Requester Name	Organization	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Review	Ruling Number	Fees
022422-A	02/24/22	Waiting on Staff	Jacob Merkord	Marrs Ellis & Hodge, LLP	1. Any building permit applications for any new school buildings built in the last three years for Marshall High School. 2. Any approval documents for any new school buildings built in the last three years for Marshall High School. 3. Any traffic impact analyses, documents, data, or reports discussed, generated, and submitted for any new school buildings and/or projects built in the last three years for Marshall High School. 4. Any correspondence with the Northside Independent School District related to the building of Marshall High School. 5. Any correspondence with the Northside Independent School District related to any traffic safety concerns. 6. Any correspondence with the Northside Independent School District related to any accident reports or incident reports. 7. Any correspondence with the Northside Independent School District related to construction projects or building plans.	N	-	N	N	-	\$0.00
022422-B	02/24/22	Waiting on Staff	Sandra Caldwell	-	LVPD Reports and CAM recordings	N	-	N	N	-	\$0.00
022622-A	02/26/22	COMPLETE 02/28/22	Dianna Starr	Rising Lonestars	January 15th campaign finance documents for Mayor Chris Riley and councilmembers Jed Hefner, Benny Martinez, Josh Stevens, Rey Orozco, and Will Bradshaw.	N	-	N	N	-	\$0.00
022822-A	02/28/22	Waiting for requestor to send EMS release form.	Sean Howard	Thomas J. Henry	EMS medical and billing records.	N	-	N	N	-	\$0.00
030122-A	03/01/22	Waiting on Staff	Gregory Zickler	-	Fire report for Case # 2200239	N	-	N	N	-	\$0.00
030122-B	03/01/22	Waiting on Staff	LexisNexis	-	All available records, videos, photos, etc. related to report # 202101200 from 04/15/2021 involving Arezoo Sarbakhshy	N	-	N	N	-	\$0.00
030122-C	03/01/22	COMPLETE 03/02/22	Annie Xavier	Construction.com	February 2022 permit report.	N	-	N	N	-	\$0.00
030222-A	03/02/22	Waiting on Staff	Erin Kleppe	f3inc	Records for 5959 Wurzbach pertaining to: open building code violations; open fire code violations; open code enforcement cases; and certificate of occupancy.	N	-	N	N	-	\$0.00
030222-B	03/02/22	Waiting on Staff	Abigail Cervantes	Calypso Apartments	Fire report for 5900 Wurzbach Road that occurred on February 4th/5th of 2022.	N	-	N	N	-	\$0.00
030222-C	03/02/22	Waiting on Requestor to reply to request for clarification	David Dekunder	Express-News	Citizens to be heard submitted by J. Pulliam that was read at the March 1 City Council Meeting; the letter sent by the TX OAG to the city in reference to withholding an open record request requested by J. Pulliam; and EOC complaint filed against the city by former city manager K. Kuenstler.	Y	ADDRESS, PHONE NUMBER, PERSONAL EMAIL	N	N	-	\$0.00
030322-A	03/03/22	COMPLETE 03/09/22	David Dekunder	Express-News	Data related to graffiti from 2019 to current year	Y	DOB	N	N	-	\$0.00
030322-B	03/03/22	Waiting on Staff	Lauren Mayer	Partner Engineering and Science, Inc.	Information related to 5072 Timberhill Drive - Timberhill Commons: such as code violations, fire violations, certificate of occupancy, building permits, and approved site plans.	N	-	N	N	-	\$0.00
030322-C	03/03/22	COMPLETE 03/09/22	Tahir Mohamed Ahmed Bashir	-	Information related to E0048448	N	-	N	N	-	\$0.00

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030822-A	03/08/22	Waiting for requestor to send EMS release form.	Dorothea Thomas	Ontellus	EMS records and billing information	N	-	N	N	-	\$0.00
030922-A	03/09/22	Waiting on Staff	Brenda Quirino	U.S. Probation	LVPD records on B. Martin	N	-	N	N	-	\$0.00
030922-B	03/09/22	Waiting on Staff	Fares Sabawi	KSAT	Spreadsheet list showing revenue raised by tickets generated by red light camera program between 2019 and 2021. Please include the number of tickets issued, the number of tickets paid and the number of tickets unpaid and forwarded to collections; and a breakdown showing how that revenue is disbursed or otherwise distributed.	N	-	N	N	-	\$0.00

### CERTIFICATES OF OCCUPANCY

<i>Address</i>	<i>Use</i>	<i>Name of Business</i>
6812 Bandera Rd. Ste 108 4700 Timco W Ste 115	Office Space Auto Sales	Reyna Insurance Agency DrivePro Automotive LLC

### PUBLIC WORKS

- Staff is preparing to bid several projects, including the Year 5 Street
- Maintenance, Huebner Wellsite Generator, Blacksmith Water and Sewer Main Replacement, and the Huebner Rd Elevated Water Tank project.
- Replacing traffic signage in the Grass Valley neighborhood.
- Performing maintenance on drainage swales along El Verde Road.
- Completed brush pickup city-wide. Preparing a report for the City Manager on the quantities removed.
- Trimming up and cleaning at the parks.
- Performing routine building maintenance.
- Placing ground cover at the Conference Center where repairs were made at the building.
- Repairing playground equipment at Raymond Rimkus Park.
- Working with Big Texas electric to repair the Evers Road bridge lights.
- Performing maintenance/repairs at both pools in preparation for summer opening.
- City Hall to be treated with pesticide this week – signs will be posted at entrances to the building.

### FIRE DEPARTMENT

- The Fire Department participated in a career day event on 2/25/2022 at Leon Valley Elementary last week. We visited with over 150 students.

- The Fire Department will participate in the career day event at Driggers Elementary on 3/11/2022. We will be visiting several students and staff.
- The Fire Department will be losing Firefighter/Paramedic Reuben Salas on March 19th. We wish him the best of luck in his next endeavor.
- The Fire Department's second aerial apparatus is currently out of service due to an inoperable transmission. This is now being fixed. This unit should hopefully be back in service within the next ten days.
- The Fire Department has three firefighters complete their Driver Operator Pumper Class and an additional 3 Firefighters complete their Fire Officer II class. Congratulations team. 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.

### **CITY SECRETARY**

- Prepared and submitted the May 07, 2022, General Election Ballot.
- Worked with the JustFoia team to begin the setup process; the first meeting is scheduled for Monday, March 14th.
- Held two training events with new staff to onboard them with MinuteTraq.
- Scheduled paint touch-up and other minor building maintenance work to be done at City Hall through Public Works.

### **UPCOMING LIBRARY PROGRAMS**

- 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, ECONOMIC DEVELOPMENT,  
COURT, CODE AND ANIMAL CONTROL CAN BE FOUND:**

<https://cms3files.revize.com/leonvalleynew/CM%20Report%203-15-2022.pdf>



## **THEIR MEETINGS AND EVENTS**

- The next City Council Meeting will be Tuesday, April 5, 2022, at 6:00 pm, in Council Chambers.
- Town Hall Meeting will be Saturday, March 26, 2022, at 9:00 a.m. at the Leon Valley Conference Center
- 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.