

CITY OF LEON VALLEY INTEROFFICE MEMORANDUM

DATE: April 18, 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	04/2022	05/2022
Start Engineering	Submit to SARA for CLOMR	Bid project	Start construction

Huebner Creek Greenway Hike & Bike Trail Section I

The 100% plans for the portion of trail that will run adjacent to El Verde Road have been submitted for review by TxDOT. We finally received approval from the environmental reviewers and can proceed to the bidding process.

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
T. DOT	Adamia hida	TxDOT concurrence with	Council approval of contract and	Begin Project
TxDOT review committee meeting	Advertise bids for Project	lowest responsible bidder	bidder	

(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

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 the bid award in May of 2022.

4/2021	5/2022	3/2022 - 11/2022
	Grant Award	
Grant Submitted	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
5/22	6/22	7/22

Future Council Zoning Cases

7355 Canterfield. – SUP to allow an "Accessory Dwelling Unit" in the existing structure. This case was presented to the P & Z on 3/22/22, and then to the City Council on April 5^{th} and the 19th.

6417 Evers Road – SUP to allow a "Restaurant - Not Fully Enclosed and With Sales of Alcohol". This case was presented to the P & Z on March 22nd and then to the City Council on April 5th and 19th.

6959 Bandera Road – SUP to allow Operation of an "Entertainment – Indoor" Facility. This case was presented to the P & Z Commission on March 22^{nd} and then to the City Council April 5^{th} and 19^{th} .

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 was presented to the P & Z at their March 22nd meeting, then to City Council on April 5th and 19th.

Certificate of Ocupancy

Address	Use	Name of Business
7007 Bandera Rd #7	Medical Rehab	Wolf's Blood Fitness

Building and Other Permits Issued – Week of 3/29 and 4/11

Permit Type	# Issued
Plumbing	1
Utility	2
Gas	7
Fence	2
Mechanical	
Electrical	1
Foundation	
Animal Tag	
Roof	2
HVAC	7

Open Records Requests

Date Received	Date Released	Requester Name	Organization	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Review	Ruling Number	Fees Paid
011022-B	COMPLETE 04/08/22	Amanda Salvador	Law Office of Eric Ramos	Medical and Billing records for incident that occurred on 08/29/2021.	N	-	N	N	-	\$0.00
020822-A	COMPLETE 04/08/22	Tim Maloney	Law Offices of 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, photgraphs, videotapes, personnel file of Leon Valley Police Officer Rigoberto Parra #520 and Officer Osarentin Amadin #523 and other documentation prepared by, or in the possesion of the Leon Valley Police Department.	N	-	N	N	-	\$0.00
022822-A	COMPLETE 04/08/22	Sean Howard	Thomas J. Henry	EMS medical and billing records.	N	-	N	N	-	\$0.00
030122-B	COMPLETE 04/07/22	LexisNexis	-	All available records, videos, photos, etc. related to report # 202101200 from 04/15/2021 involving Arezoo Sarbakhshy	N	-	N	N	-	\$42.00
031422-B	Waiting on Requestor	Sara Lines	Thomas J. Henry	RE: Case Number: 202200649 - Any and all incident investigation records including but not limited to, all supplements, interoffice memorandum, chemical analysis test requests and results, investigation records and reports, Leon Valley Police Department reports and supplements, field notes, Police reports, color prints of photgraphs, copies of audio and/or video tapes, Leon Valley Police Department car cam video(s), COBAN or body cam video and or drone video, witness statements, drawings, diagrams, accident reconstruction team records andd reportsm any and allinformation and/or documents relating to causation of the acient, event information detail, event chronology logs, case detail sheets, case response logs, all data in connection with requests for support and sevices rendered by EMS andor police department, and other data compilation in any form pertaining to the incident referenced above.	N		N	N		\$76.00
031722-B	Waiting for payment	Clarissa Najera	Progressive Insurance	For Claim # 22-8662671: Need copies of incident report/cad call/and scene pictures.	Υ	TDL; VIN#	N	N	-	\$30.30
031722-D	COMPLETE 03/31/22	Cajunrandy214	-	All emails between and to or from ex chief joe salvaggio and ex interim city manager brummet concerning or even mentioning salvaggio's employment or continueing future employment or discussions concerning possible firing or not firing salvaggio – written letters also wanted or/and audio recorded official phone calls to be included. Any emails between mayor riley or physical correspondence (letters) to and from brummet concerning/or mentioning enforcement of identification of persons having emails to be read in city council in citizens to be heard section of council meetings. Copy of last contract with last city atty or firm. Salary of and contract with current city manager.	N		N	N	-	\$0.00
040722-B	COMPLETE 04/08/22	Herrman & Herrman Injury Attorneys	-	Itemized statement of Account & Patient Care Report with affidavits x2 from LVFD	N	-	N	N	-	\$0.00
041122-A	COMPLETE 04/11/22	Dessiree Mohamed		LVPD dash cam footage, photographs, and audio recordins for an incident from May 19, 2020.	N	-	N	N	-	\$0.00

Date Received	Date Released	Requester Name	Organization	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Review	Ruling Number	Fees Paid
032222-A	Pending closure of Zinter Case	Justin Pulliam	-	I seek information regarding the following incident: Date: June 14, 2018 • Approximate time: 13:00 to 15:00 • Location: 6400 El Verde Rd (Leon Valley City Hall and public right of way) • Subjects Include: Mark Brown, Jesus Padilla; Officers Reynes, Parra, Yarbrough, Vasquez, Wells, Azar, Farias, Burleson, and Brooks. Irequest a copy of the following body worn camera videos: Item 1 Corp. Farias's BWC of Mark Brown Arrest Item 2 Sgt. Burleson's BWC of Mark Brown Arrest Item 3 Officer Vasquez's BWC of Mark Brown Arrest Item 4 Officer Azar's BWC of Mark Brown Arrest Item 5 Officer Yarbrough's BWC of Mark Brown Arrest Item 6 Sgt. Urdiales' BWC of Mark Brown Arrest Item 7 Sgt. Urdiales' BWC of EMS care provided to Mark Brown	N	-	N	N	-	\$0.00
032222-B	Pending closure of Zinter Case	Justin Pulliam	-	Iseek information regarding the following incident: Date: June 18, 2018 Approximate time: 13:00 to 16:00 Location: 6400 El Verde Rd (Leon Valley City Hall and public right of way) Subjects Include: Jesus Padilla, Juan Gonzales Jr, James Mead, Russell Zinter, James Springer, David Bailey, Joseph Pierce; Officers Farias, Breton, Wells, Azar, Urdiales, King, Evans, Mandry, Castro, Tacquard, Anderson, Rivera, and Hernandez. Irequest a copy of the following body worn camera videos: Item 1 Corp. Farias's BWC, to include video of Bailey "Back the Blue" flag Item 2 Officer Mandry's BWC of arrests and trespass warnings Item 3 Officer Mandry's BWC of Trespass to James Mead and Release of Juan Gonzales Jr Item 4 Officer Azar's BWCs of LVPD officers hiding in City Hall; Arrests; Justification of Handcuffs Item 5 Officer Hernandez's BWC of LVPD officers hiding in City Hall; Arrests; Justification of Handcuffs	N	-	N	N	-	\$0.00
032222-C	Pending closure of Zinter Case	Justin Pulliam	-	Iseek information regarding the following incident: Date: June 23, 2018 Approximate time: 15:00 to 24:00 Location: 6400 El Verde Rd (Leon Valley City Hall and public right of way) Subjects Include: Bao-Quoc Ngyuen, James Springer, Joseph Pierce, Jason Green, Brian Howd, Jonathan Green, Aldo Hernandez, Gregory Gardiner, Theresa Richard, Selena Herrera, Joshua Russell, David Worden, James Mead, Kevin Egan, Jack Miller; Officers Salvaggio, Mandry, Farias, Azar, Evans, Hernandez, Parra, Rivera, Breton, Griego, Brooks, King, Wells, and Gonzales. Irequest a copy of the following body worn camera videos: Item 1 Corp. Farias's BWCs of Kevin Egan and Greg Gardiner Item 2 Officer Rivera's BWC of Kevin Egan Item 3 Officer Vasquez's BWC Item 4 Officer Hernandez's BWC or Kevin Egan	N	-	N	N	-	\$0.00

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032222-D	CLOSED	Justin Pulliam	-	JUST A QUESTION - NOT AN ORR BUT THE NUMBER WAS ALREADY ASSIGNED SO THIS IS ACTUALLY VOID	N	-	N	N	-	\$0.00
032222-F	COMPLETE 04/08/22	Thomas Suarez	DFPS	LVPD Incident # 202101227	N	-	N	N	-	\$0.00
032222-G	COMPLETE 04/01/22	Justin Pulliam	-	An electronic copy of the attachment "8.24.21 - Email to Chief Gonzales from DA (Prado) re Mayor Riley OAG complaint by JS.pdf" sent by Mayor Chris Riley to Ana Federico on or about September 2, 2021 at 2:48pm.	N	-	N	N	-	\$0.00
032222-H	COMPLETE 04/11/22	Marina Winter	Bexar County Criminal District Attorney's Office- Special Crimes Division	Subpoena for LVFD EMS records.	N	-	N	N	-	\$0.00
032422-A	COMPLETE 04/08/22	Eric Chung	SmartProcure	Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number Purchase date Line item details (Detailed description of the purchase) Line item quantity Line item price Vendor ID number, name, address, contact person and their email address	N	-	Z	N	-	\$0.00
032422-D	Pending closure of Zinter Case	Cajunrandy214	-	Copy of latest lawsuit earl david worden or similar name vs leon valley which concerns the mass auditor arrest several yrs ago (zinter vs salvaggio incident)	N	-	N	N	-	\$0.00
032522-A	COMPLETE 032522-A	Andy May	-	Ihereby request the following records from the Leon Valley Police Department: (1) The "Internal affairs case assignment logs/spreadsheets" for the years 2010 to 2017. (2) A list, records, logs or summaries of certified police officers who ceased being employed within the past 5 years.	N	-	N	N	-	\$0.00
033022-A	COMPLETE 04/14/22	Wayne Shi	-	Follow up from ORR # 032422-D - Would like comments from CoLV staff and city engineer during the approval process of the site plan, and any revisions requested to NISD; also wants to see the permit application forms along with issued permits.	N	,	N	N	,	\$0.00
033022-B	COMPLETE 04/11/22	Mary Angie Garcia	District Clerk Bexar County	Subpoena for LVFD Records	N	-	N	N	-	\$0.00
040122-A	COMPLETE 04/01/22	Carole Bartholomew	Building Permit & Pool Info. Service	Permits for the month of March 2022	N	-	N	N	-	\$0.00
040122-B	COMPLETE 04/01/22	Rebecca Murdaugh	Defense Counterintelligence and Security Agency	LVPD Reports	N	-	N	N	-	\$0.00
040222-A	Waiting on Staff	Ryan Wilkinson		LVPD Report # 2022LVPD-000722	N	-	N	N	-	\$0.00
040422-A	COMPLETE 04/04/22	Phuong Nguyen		March building permits	N	-	N	N	-	\$0.00
040422-B	COMPLETE 04/04/22	Sam Pobee	Construction Monitor	March building permits	N	-	N	N	-	\$0.00
040422-C	COMPLETE 04/05/22	Cynthia Siller Velasquez	Villas of Leon Valley	Status of code violations	N	=	N	N	-	\$0.00
040422-D	COMPLETE 04/06/22	Kayla Sewell	Lexis Nexis Risk	Traffic Data from 02/01/2022 - 03/31/2022	N	=	N	N	-	\$0.00
040522-A	Waiting on Staff	Jonathan Henderson	Eagle Life Safety	Any fire sprinkler system documentation that is on file for 6320 Bandera Road. More specifically, any base fire sprinkler system drawings from when the building was built out into the existing aquarium.	N	-	N	N	-	\$0.00
041422-A	Waiting on Staff	Brittney Fersner	-	LVPD Report	N	-	N	N	-	\$0.00
041422-B	Pending review of documents provided and necessary redactions being made	Justin Pulliam	-	I request an electronic copy of all social media (e.g., YouTube, Facebook) comments, messages, and posts made by Josh Stevens (to include under aliases such as The Change Leon Valley Project). Consider the time period from March 1, 2022 to April 14, 2022.	N	-	N	N	-	\$0.00

Date Received	Date Released	Requester Name	Organization	Description of Request	Redaction	Reason For Redaction	City Attorney Legal Review	Attorney General Review	Ruling Number	Fees Paid
040522-B	Waiting for requestor to provide clarification	Rudy Ruiz	-	Some time between May-September of 2018, Michelle Blair, Manager of Bandera Bowl called police re: her employees Jesse Vasquez, Jr. vehicle had been vandalized. Alleged perpetrator: Charlotte Kristy Donnellan.	N	-	N	N	-	\$0.00
040622-A	COMPLETE 04/06/22	Justin Pulliam	-	I request the following information: Copy of Sections 5.01, 5.02A (2) and 5.03 of the Charter; Copy of Sections 1.05.032 of the Code of Ordinances; Copy of Section 9.02.032 of the Code of Ordnances; Copy of City of Leon Valley's 2018 Organizational Chart; and Copy of City of Leon Valley's 2022 Organizational Chart.	N	•	N	N	-	\$0.00
040622-B	Pending review of documents provided and necessary redactions being made	David Dekunder	-	I'm making an open records request on the following items: Fire/EMS/Police response calls, including shootings and deaths, for January and February for Vista del Rey Apartments; Records of inspections conducted by fire code officials at Vista del Rey Apartments from June 2021 to present; Names, including email responses, of those who spoke on Agenda 3.1, Fluoride Water Treatment, at the April 5 City Council meeting; and Email responses/letters read on Agenda item 7.7, discussion and possible action on a violation of section 15.02.71 conduct of members of the board, at the April 5 City Council meeting.	Ν	•	N	N	•	\$0.00
040722-A	Waiting on Staff	Richard Wright	-	City of Leon Valley Crime/Offense Incidents data for the year 2021 for one of our data projects. The data fields that we would be interested in would be as follows: Crime/Offense Description Crime Occurrence Date Crime Occurrence Hour Beat number Premise (where the crime occurred) StreetNo StreetName StreetType Suffix City ZIPCode	N	,	N	N	-	\$0.00
041222-A	Waiting on Staff /Council	Justin Pulliam	-	All contacts stored in City Manager Crystal Caldera's phone(s) that are used for city business; 2. All text messages of City Manager Crystal Caldera sent to or received from city council (including mayor), either individual or as a group. Consider the time period December 1, 2021 to April 12, 2022; and 3. All text messages sent or received by Josh Stevens relating to city business, including thread text messages and messages received from Caldera. Consider the time period November 1, 2020 to April 12, 2022.	N		N	N	-	\$0.00
041322-A	Waiting on Council	Justin Pulliam		I request an electronic copy of all emails sent to or received from YouTube/Google by Josh Stevens. This is to include privacy complaint correspondence. I also request any documentation, such as computer screenshots, of the privacy complaint. Consider the time period from April 11, 2022 to April 13, 2022.	Z	-	N	N	-	\$0.00
041322-B	COMPLETE 03/07/22	Gilbert Rodriguez	Bexar County Criminal Dristrict Attorney	Subpoena - LVFD EMS Records	N	-	N	N	-	\$0.00
041322-C	Partially complete but pending review of documents provided and necessary redactions being made	Justin Pulliam	-	I request a copy of all communications (including attachments) sent or received by open records staff (e.g. city secretary, assistant, manager, etc.) relating to ORR 101021-A. Consider the time period from October 1, 2021 to April 12, 2022.	N	-	N	N	-	\$0.00
041322-D	Waiting on Council	Justin Pulliam	-	I request an electronic copy of the following information: Received call log for Josh Stevens' phones; Recordings of voicemails received by Josh Stevens; Audio recordings of calls received by Josh Stevens. Consider the time period from April 11, 2022 to April 13, 2022.	N	-	N	N	-	\$0.00

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04	1322-E	Waiting on Staff	Andy May	-	I would like copies of the following records on Officers Elizabeth Montoya, Daniel Pue and Tim Garcia. - Disciplinary history and Adverse Action Records. - Complaints filed by citizens. - Employment Applications. - Job Evaluations. - Internal Affairs Investigation Records. - Performance reviews. - The officer's termination or resignation.	N	·	N	N	-	\$0.00

PUBLIC WORKS

- Staff is bidding several projects to include the Year 5 Street Maintenance, Huebner Wellsite Generator, Blacksmith Water and Sewer Main Replacement, and the Huebner Rd Elevated Water Tank projects. We will bid the Huebner Creek Greenway Hike & Bike Trail Segment 1 Project next.
- Replacing traffic signage along Evers and on Huebner Rd.
- Installing a traffic calming concrete island at Evers and Hodges, to prevent vehicles from entering the neighborhood the wrong way.
- Finishing up with Mow Zone 1 and will move to Mow Zone 2.
- The Evers Road bridge lights have been repaired!
- Investigating why the park restroom toilets are having a hard time flushing.
- Repairing a curbstop on Bandera Road.
- Installing asphalt around fire hydrant at Leon Trace Apartments on Poss.
- Repairing speed hump on Forest Pine.

FIRE DEPARTMENT

- The Fire Department will be assisting NISD EMS students with their National Registry Skills in April. This will be their final skills test before they take their written certification test.
- The Fire Department participated in the Leon Valley Elementary Fiesta parade last week. Firefighters attended and informed students about fire safety.
- Amber Santos from Driggers Elementary won the Fire Chief for a day. She was taken through the fire station and introduced to the staff. Congratulations Amber.
- The Fire Department hosted the Marshal Magnet School fire explorers' group. This was their second visit and they learn the importance of EMS in the fire service.
- The Fire Department was visited by SAWS last week. SAWS introduced a new app for our department to use to identify bad fire hydrants. This app will notify SAWS when we have a fire hydrant that needs maintenance that is on their system. The system is currently in use by San Antonio Fire Department.

UPCOMING LIBRARY PROGRAMS

• April 20th: Adventurers' Club at 10:30am

- April 20th: Scavenger Hunt, all day
- April 21st: Lil Explorers at 10:30am
- April 22nd: Community Coffee at 10:30am
- April 23rd: Drum Circle at 10:30am
- April 23rd: Local Author Event with Joanne Easley at 12pm
- April 24th: Storytime at the Homestead at 2pm
- April 24th: Yoga for All at 3pm
- April 27th: Adventurers' Club at 10:30am
- April 28th: Lil Explorers at 10:30am
- June 3rd: Summer Reading Kickoff Big Rig Petting Zoo (Vehicles & Machines) at 10:30am

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

https://cms3.revize.com/revize/leonvalleynew/CM%20Report%2004-18-2022.pdf

THER MEETINGS AND EVENTS

- The next City Council Meeting will be Tuesday, May 3, 2022, at 6:00 pm, in Council Chambers.
- The Planning and Zoning Commission will meet on April 26, 2022, at City Hall Council Chambers, at 6:30 p.m. CANCELLED
- The Capital Facilities Oversight Committee will meet on April 25, 2022, at the Leon Valley Conference Center, at 6:30 pm.