



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: June 06, 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	07/2022
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 the trail that will run adjacent to El Verde Road have been approved by TxDOT and we are proceeding to advertise the bid for this project.

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	8/2022
TxDOT review committee meeting	Advertise bids for Project	TxDOT concurrence with the lowest responsible bidder	Council approval of contract and bidder	Begin Project

(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 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

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. The bid award is to be awarded on June 7th, 2022.

4/2021	5/2022	3/2022 – 11/2022
Grant Submitted	Grant Award Announced	Contract Period and Construction

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.

Subdivision Code

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

PZC Mtg	CC Mtg	CC Mtg
5/22	7/22	8/22

Building and Other Permits Issued

Permit Type	# Issued
Plumbing	2
Food	
Utility	2
Gas	

Fence 1
 Mechanical 3
 Electrical 2
 Foundation
 Animal Tag
 Roof
 HVAC
 Fire 1

Certificates of Occupancy

- 6721 Bandera Rd – Infinite Beauty – Beauty Shop
- 5305 Blackberry Dr – Always For You Assisted Living – Assisted Living Facility

Open Records Requests

ORR #	Date Received	Date Released	Requester Name	Organization	Description of Request	Redaction?	Reason For Redaction	City Attorney Legal Review?	Attorney General Legal Review?	Ruling Number	Fees
031422-B	03/14/22	COMPLETE 05/19/22	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 photographs, 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 and reports any and all information and/or documents relating to causation of the accident, event information detail, event chronology logs, case detail sheets, case response logs, all data in connection with requests for support and services rendered by EMS and/or police department, and other data compilation in any form pertaining to the incident referenced above.	N	-	N	N	-	\$70.00
032322-A	03/23/22	COMPLETE 06/01/22	Larry West	-	LVPD Incident # 202200625	Y	ITEMS PURSUANT TO SEC. 552.108(a)(1) OF THE GOV. CODE.	N	Y	OR2022-15207	\$0.00
041922-A	04/19/22	COMPLETE 05/18/22	Justin Pulliam	-	Last fall Councilman Josh Stevens requested a voluminous amount of communications relating to the San Antonio Aquarium in his official capacity. I am not sure if this request was made to the city secretary, city manager, or IT department directly. I request an electronic copy of the emails (to/from Stevens) regarding Mr. Stevens' request for the aquarium communications, including communications that indicate the amount of information responsive to his request. This is not a request for the information Stevens requested, only for the communications about the request.	Y	PERSONAL CELL PHONE #S, INFORMATION RE: EMPLOYEE FAMILY, ADDRESS, ETC.	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 Legal Review?	Ruling Number	Fees
042122-C	04/21/22	WAITING FOR PAYMENT	Sharon Schorsch	-	<p>Copies of the following records in preparation for defense of my case for citation # E0059567 issued on 4/14/22:</p> <ul style="list-style-type: none"> - All records held by the Leon Valley Police Department relevant to this citation including officer notes, video footage or other information used to create the citation; - Date of hire and all training history records for Officer Espinosa (518). Records should specifically reference officer & department training provided regarding the laws and procedures I have been accused of violating; - Information related to the radar device used by Officer Espinosa to detect vehicle speeds as of April 24, 2022. Records should include device name, model/serial number, purchase date and calibration/adjustment/user training history records; although I was not issued a citation for speeding, the citation indicates radar was used to determine my speed and therefore evidence of such applies to this request; - Traffic citation data for each Leon Valley police officer from January 1, 2021 to April 21, 2022. Records should include number and type of traffic stops by officer, records of any complaints and resolution data for the stops (e.g. - dismissed, went to trial, etc.). 	Y	SOCIAL SECURITY NUMBERS	N	N	-	\$17.70
042722-A	04/27/22	COMPLETE 05/12/22	Roy Barnes	-	LVPD Report	N	-	N	N	-	\$0.00
042822-B	04/28/22	BEING PREPARED AND REDACTED	Joseph Salvaggio	-	<ol style="list-style-type: none"> 1. All emails, correspondence, audio or video recordings concerning the EEOC reports as filed by Kelly Kuenstler, Denise Fredrick, and I (Joseph Salvaggio) between the period of May 2019 to present. 2. All emails, correspondence, audio or video recordings between the Mayor and Council members concerning me (Joseph Salvaggio) between May 2019 and present. 3. All video recordings, text messages, social media posts, or any other written correspondence between the Mayor and City Council, and between all Council members and Justin Pulliam between May 2019 and present. I have watched Justin Pulliams videos and it is apparent there are many that have to do with governmental business that still have not been turned over. 4. All emails between the City Council members or by Council members sent to the City Manager as a recipient or courtesy copied, between the period of November 1, 2020 and present. 5. Copies of all audio recordings of City Council meetings, to include during recess and while the council was in executive session between the period of May 2019 to present. This request includes the audio recordings by the City Secretary, Josh Stevens and Will Bradshaw. 	N	-	N	N	-	\$0.00
042822-C	04/28/22	COMPLETE 05/12/22	Det. Mark Harris	CoSA PD	Any file related to M. Cooper including, but not limited to: employer's employment records, pre-employment records, including, but not limited to, applications, background reports disciplinary actions and records, complaints, grievances, counseling.	N	-	N	N	-	\$0.00
042922-B	04/29/22	WAITING TO BE PREPARED, REVIEWED & REDACTED	Matthew Hodde	-	All correspondence between Mr. Gilbert Perales, former city manager, and any Leon Valley City Council member that dealt with the San Antonio Aquarium as well as correspondence between Council members that dealt with the San Antonio Aquarium. (Council members include the mayor); and All correspondence between members of the council that dealt with concerns of Mr. Gilbert Perales' continued employment	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 Legal Review?	Ruling Number	Fees
050222-C	05/02/22	COMPLETE 05/16/22	Kayla Sewell	Lexis Nexis Risk	Traffic data from 04/01/2022 – 04/30/2022. We would like the report to contain open and disposed cases as well as be inclusive of all case types that pertain to traffic related cases (Infractions, Misdemeanors, Violations, etc.). We are looking for all cases with an action date (filed date, violation date, conviction date) within the range of request.	N	-	N	N	-	\$0.00
050422-A	05/04/22	COMPLETE 05/23/22	Justin Pulliam	-	An electronic copy of all emails (including attachments) sent to Mayor Chris Riley by City Manager Caldera relating to block walking, neighborhood concerns, or other political campaign related matters. Consider the time period from March 15, 2022 to May 4, 2022.	Y	PRIVATE EMAIL ADDRESS OF THE PUBLIC	N	N	-	\$0.00
050622-B	05/06/22	COMPLETE 06/01/22	Anthony Wellman	American Surveying & Mapping, Inc.	RE: Property Address: 6625 Bandera Road 1. Any special permits, variances, resolutions or planned unit development restrictions that affect the site; 2. Any outstanding zoning code violations affecting the property; 3. Any outstanding building code violations affecting the property; 4. Any outstanding fire code violations affecting the property; 5. Copies of the approved site plan; and 6. Copies of Certificates of Occupancy. If a Certificate of Occupancy is not available or does not exist, is the lack or absence of a Certificate of Occupancy a code violation?	N	-	N	N	-	\$0.00
050622-C	05/06/22	WAITING FOR RESPONSE FROM REQUESTOR	Anthony Wellman	American Surveying & Mapping, Inc.	RE: Property Address: 6451 Bandera Road 1. Any special permits, variances, resolutions or planned unit development restrictions that affect the site; 2. Any outstanding zoning code violations affecting the property; 3. Any outstanding building code violations affecting the property; 4. Any outstanding fire code violations affecting the property; 5. Copies of the approved site plan; and 6. Copies of Certificates of Occupancy. If a Certificate of Occupancy is not available or does not exist, is the lack or absence of a Certificate of Occupancy a code violation?	N	-	N	N	-	\$9.00
050922-B	05/09/22	COMPLETE 05/17/22	Eduardo Balleza	Rio Bank	I am needing to verify the parcel number and address for the following property: Name: Yessica Marleen Vitela, Alfred Vitela, III, Jesus Arnulfo Garza Address: Lot 1 Deer Lane San Antonio, TX 78240 Legal: Lot 1 Deer LN Property ID: 358450 Geographic ID: 05907-003-0010	N	-	N	N	-	\$0.00
051022-A	05/10/22	COMPLETE 05/16/22	Danielle Bolton	-	I would like to request all email and text message communications from all council members during the May 3, 2022 council meeting.	Y	PERSONAL EMAIL ADDRESSES	N	N	-	\$0.00
051122-A	05/11/22	COMPLETE 05/16/22	Merb Best	-	Copies of emails sent from News Now Houston to Joe Salvaggio. The emails would be from 2018, and may have come from these names and or email addresses: News Now Houston; David Worden; David Warden; Earl Worden; Earl Warden; -----	Y	PERSONAL EMAIL ADDRESSES	N	N	-	\$0.00
051122-B	05/11/22	WAITING ON STAFF	Justin Pulliam	-	I request an electronic copy of the details on separated employees, to include name, separation date, and reason. Additionally, I request all exit interviews, resignation correspondence, and termination documentation. Consider the time period from January 1, 2021 to May 11, 2022.	N	-	N	N	-	\$0.00
051222-A	05/12/22	COMPLETE 05/17/22	Brian Hall	-	All emails and attachments between Joseph Salvaggio <j.salvaggio@leonvalleytexas.gov> and News Now Houston <-----> aka Earl David Worden.	Y	PERSONAL EMAIL ADDRESSES	N	N	-	\$0.00
051222-B	05/12/22	COMPLETE 05/12/22	Pamela Stevens	Finley Apartments	Report of fir at 5650 Grissom Rd., Apt. 610, Leon Valley, TX 78238 on 05/11/2022	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 Legal Review?	Ruling Number	Fees
051222-C	05/12/22	WAITING TO BE PREPARED, REVIEWED & REDACTED	Justin Pulliam	-	All communications relating to ORR 042822-B sent or received by the city secretary.	N	-	N	N	-	\$0.00
051222-D	05/12/22	WAITING ON STAFF	Kim Dunn	HowardZoning Associates, LLC	Records related to the Exchange Plaza Shopping Center located at 5819 NW Loop 410.	N	-	N	N	-	\$0.00
051622-A	05/16/22	WAITING ON STAFF	Kevin Skinner	Star Point Group	Requesting all solar permits from 2005 through current date; also requesting all roof permits from 2005 through current date in Excel.	N	-	N	N	-	\$0.00
051622-B	05/16/22	COMPLETE 06/01/22	Erin Bracken	EBI Consulting	Phase I Environmental Site Assessment Public and Property Condition Report Records Request Exchange Plaza, 5819 Northwest Loop 410, San Antonio, TX 78238, EBI Project No. 1122003815 Records regarding the following, as applicable: Current and historical building permits Current and historical Certificates of Occupancy Date of construction Date of last inspection Dates of public sewer and water connection Current and historical building code violations Installation or removal of storage tanks (above and underground) Hazardous materials storage or release Hazardous waste generation or discharge	N	-	N	N	-	\$0.00
051622-C	05/16/22	COMPLETE 05/19/22	Terri Favuzzo	Christian Village Apartments	Police Report # 2021-044302	N	-	N	N	-	\$0.00
051822-A	05/18/22	COMPLETE 05/19/22	Terri Favuzzo	Christian Village Apartments	Copy of report for case # 2021-044302	N	-	N	N	-	\$0.00
051822-B	05/18/22	COMPLETE 06/01/22	Havovi Dotiwala	-	RE: 6625 Bandera, Leon Valley, TX - Building Dept: List of permits issued (only list, or screen shot) code violations from last 5 years, zoning designations; and Fire Dept: Last inspection report, history of fires or hazmat spills in last 5 years.	N	-	N	N	-	\$0.00
051922-A	05/19/22	COMPLETE 06/01/22	Mallory Warren	RPS Group	I would like to request Building/Utility records including current and historical building permits, municipal water and sewer system hookups/oil water separator records, site surveys/plans, water well records, inspections/violations, and Fire Department records including: fires, inspections/violations, hazardous materials storage/waste generations reporting, spills/releases, underground or aboveground storage tanks (USTs or ASTs) identified at the properties located at: 6217 Grissom Road and 6655, 6730, and 6645 Poss Road, San Antonio, TX (four parcels) occupied by Miracle Body & Paint.	N	-	N	N	-	\$0.00
051922-B	05/19/22	WAITING FOR PAYMENT	Andy Banks	Judicial Services Company	Subpoena for Any and All accident record from LVPD and LVFD for J. Johnson	N	-	N	N	-	\$60.00
052022-A	05/20/22	WAITING ON STAFF	Karla Ruiz	-	Certified police report: No. 9024204216	N	-	N	N	-	\$0.00
052322-A	05/23/22	WAITING ON STAFF	Justin Redding	TX Dept. of Family and Protective Services	LVPD reports	N	-	N	N	-	\$0.00
052422-A	05/24/22	COMPLETE 05/24/22	Kaylan Wardlaw	Amtek USA	Full "UNIT BID TABULATION" with breakdown of the unit bid items per bidder for the Leon Valley Blacksmith (Settlers Ridge to Timberhill) Sewer and Water Improvements	N	-	N	N	-	\$0.00
052422-B	05/24/22	COMPLETE 05/24/22	Erick Matta	-	Request the 4 resignation letters that Mr. Yarnell received from FCOC members last night 5/23/2022. I believe they were from Bill & Robin Johnson, Drew Power, & Danielle Bolton. I'm fine with receiving them digitally as well.	N	-	N	N	-	\$0.00
052622-A	05/26/22	WAITING TO BE PREPARED, REVIEWED & REDACTED	Justin Pulliam	-	I respectfully request an electronic copy of all communications of the city administrators sent to or received from Councilor Josh Stevens relating to ORR 050422-B. Consider the time period from May 4, 2022 to May 26, 2022.	N	-	N	N	-	\$0.00

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052622-B	05/26/22	COMPLETE 05/26/22	Carmen DelaGarza	Lonestar Social Services	Information related to home on Henness Pass	N	-	N	N	-	\$0.00
052622-C	05/26/22	COMPLETE 06/01/22	Teresa Garcia	US Probation Officer Assistant	Information related to J. Guillaumin	N	-	N	N	-	\$0.00
052722-A	05/27/22	WAITING ON STAFF	Investigator David Gonzales	Bexar County Criminal District Attorney	Information on case # 0221-2200335-LVLY	N	-	N	N	-	\$0.00
053022-A	05/30/22	WAITING ON STAFF	Fred Dugoni	-	Any active violations or citations from the fire or building department for 6451 Bandera Road	N	-	N	N	-	\$0.00
060122-A	06/01/22	WAITING ON STAFF	Kayla Sewell	Lexis Nexis Risk	Traffic data from 05/01/2022 – 05/31/2022. We would like the report to contain open and disposed cases as well as be inclusive of all case types that pertain to traffic related cases (Infractions, Misdemeanors, Violations, etc.). We are looking for all ca	N	-	N	N	-	\$0.00
060122-B	06/01/22	WAITING ON STAFF	Nyree Williams	Lexis Nexis Claims Solutions Inc.	LVPD 2021-03602 Photo Request	N	-	N	N	-	\$0.00

PUBLIC WORKS

- Staff has bid several projects to include the Year 5 Street Maintenance, Huebner Wellsite Generator, and Blacksmith Water and Sewer Main Replacement. The Huebner Elevated Water Tank project will be placed on hold until September, as we are expecting a long, hot summer and water demand may be higher than normal.
- The Huebner Elevated Water Tank project will be placed on hold until September, as
- Repairing asphalt on Hodges.
- Installing new street name signs, traffic signs city-wide.
- Repairing handicap rap at Bally and Canterfield.
- Mowing in Mow Zone 1.
- Having leak detection performed at the Leon Valley Community Pool – Forest Oaks pool has been repaired and is not leaking.
- Mowing pocket parks.
- Performing City Hall grounds maintenance.
- Removing stone monument at Monte Robles Park.
- Repairing 120 feet of sewer main problem on Forest Meadow.
- Repaired water main break on Forest Meadow.
- Replacing filters on wells.
- Repairing asphalt on Evening Sun from the water main leak.
- Installing new street name signs, traffic signs city-wide.
- Replacing the soccer goals at Raymond Rimkus Park.
- Having leak detection performed at both pool facilities.
- Repairing skimmers and lights at the Forest Oaks poo
- Repairing chlorinator at Huebner well.
- Placing hang tags, and disconnecting/connecting water service.
- Repairing leak in Linkwood.
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PLANNING AND ZONING DEPARTMENT

- Upcoming Zoning Cases
 - 7100 Bandera Road – Continuous Specific Use Temporary Permit for retail sales of Christmas trees and related products. in the existing structure. This case was presented to the P & Z on 5/24/22 and then to the City Council on June 7th and June 21st.
 - Preliminary Plat for Poss Landing, 7213 Huebner Road, Fryer Tract

UPCOMING LIBRARY PROGRAMS

- Storytimes
 - June 8th, 15th, 29th at 10:30 am – Adventurers’ Club
 - June 9th, 16th, 23rd, 30th at 10:30 am – Lil’ Explorers
- School Age Crafts (Mondays at 1:30 pm)
 - June 14th – Sand Crab
 - June 10th - Swimming Jellyfish
 - June 27th – Weaving Fish
- School Age STEM (Tuesdays at 2:30 pm)
 - June 14th – Beach Ball Tower Competition
 - June 21st – Yellow Submarine
 - June 28th – Light-Up Angler Fish
- Teen & Adult
 - June 11th - Mystery Book Club (*The Thursday Murder Club* by Richard Osman) at 11 am
 - June 18th - Recycled Beaded Jewelry at 11 am
- Special Events:
 - June 17th - Bubble Party at 10:30 am
 - June 18th - Father’s Day Cards at 11 am
 - June 25th – Drum Circle at 11 am
 - All of June – Art Show Supplies Pick-Up

Upcoming Summer Reading Visiting Entertainers:

- Balloon Twisting – June 10th at 10:30 am
- Dentist Magician – June 22nd at 10:30 am
- Lucas Miller, “The Singing Zoologist” – July 7th at 11 am
- Talewise, Storytelling & Science – July 12th at 2 pm
- San Antonio Aquarium Animals – July 27th at 10:30 am
- End of Summer Party – July 30th 10am-Noon

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

<https://cms3.revize.com/revize/leonvalleynew/CM%20Report%2006-6-2022.pdf>

OTHER MEETINGS AND EVENTS

- Special City Council Meeting will be in the Fire Station on Saturday, June 18, 2022, at 9:00 am.

- The next City Council Meeting will be Tuesday, June 21, 2022, at 6:00 pm, in Council Chambers.
- The Park Commission will meet at the Conference Center on June 9, 2022, at 7:00 pm.
- The Planning and Zoning Commission will meet on May 24, 2022, at City Hall Council Chambers, at 6:30 p.m.
- The Capital Facilities Oversight Committee will meet on May 23, 2022, at the Leon Valley Conference Center, at 6:30 pm.