



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: April 6, 2021
TO: Mayor Chris Riley and City Council Members
FROM: Crystal Caldera, Acting City Manager
SUBJECT: Pre-City Council Meeting Report

Human Resources

- Vacant Positions
 - (2) Public Works Crewman – Currently, applicants are in the background process.
 - (2) Firefighter/Paramedic – Currently, applicants are in the background process.
 - (2) Police Sgt. and detective – Leaving open.
 - (1) Finance Director – Leaving open.

Court

Weekly Date for Community Service	Hrs. Scheduled	Hrs. Completed	Public Works	Fire Dept.	Municipal Court	Com Dev	Outside The City
03-14-21 – 03-20-21		80	-	-	-	-	80
03-21-21 – 03-27-21	-	16	-	-	-	-	16

Court Dates	# Of Defendants Scheduled	# Of No Shows	# Of Defendants that Appeared
03/11/21	82	53	29
03/18/21	71	44	27
03/25/21	75	49	26

03/18/21 City Ordinance Violations - Court Outcome

CITATION	OFFENSE	LOCATION	OUTCOME
E0051310-01,02,03,04,05	DWLI, NO INS, FAILED TO DIM HEADLIGHTS, ILLEGAL DUMPING, EXP REG	6600 BANDERA	NO SHOW – WILL RESET FOR A PRE WARRANT SHOW CAUSE DATE
162942-01 , 162942V- 162943-01, 162943V-01,	PARK SOTP STAND ON SIDEWALK,	7269 LINKSIDE RESIDENTIAL	PLACED ON DEFERRED

162944-01, 163548-01, 164263-01, 164263V-01	PARKING PROH VEHICLES, VPTA		
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03/25/21 City Ordinance Violations - Court Outcome

CITATION	OFFENSE	LOCATION	OUTCOME
E0049043-01, 02	DOG/CAT RUNNING AT LARGE, UNNECESSARY NOISE ANIMAL	5931 FORESET KNOLL RESIDENTIAL	PLACED ON DEFERRED
165179-01	NON COMPLIANCE WITH FIRE MARSHALL	SA AQUARIUM	RESET PER PROS TO SPEAK WITH CITY STAFF

Warrant Numbers (ZAMBRANO)

DESCRIPTION	NUMBER OF CASES	\$ PER WARRANT	AMOUNT PAID TO OFFICER	INITIAL AMOUNT COLLECTED	BALANCE STILL DUE CASES
SET FOR A COURT HEARING - NO MONEY	10	X \$50.00	\$500.00	0	\$ 3,881.40
DEFERRAL/ PAYMENT PAN	13	X \$50.00	\$650.00	\$151.70	\$ 5,044.83
TOOK IN CONSIDERATION (TIC) OR NON - CASH	1	X \$50.00	\$50.00	0	\$ -
SOLVED	8	X \$50.00	\$400.00	\$1,813.73	
TOTAL	32		\$1,600.00	\$1,965.43	\$8,926.23

Warrant Numbers (CASTRO)

DESCRIPTION	NUMBER OF CASES	\$ PER WARRANT	AMOUNT PAID TO OFFICER	INITIAL AMOUNT COLLECTED	BALANCE STILL DUE CASES
SET FOR A COURT HEARING - NO MONEY	6	X \$50.00	\$300.00		\$ 2,471.56
DEFERRAL/ PAYMENT PAN BY COURT NO MONEY	2	X \$50.00	\$100.00	\$ 200.00	\$ 368.23
TOOK IN CONSIDERATION (TIC) OR NON - CASH	1	X \$50.00	\$50.00		\$ -

SOLVED	6	X \$50.00	\$300.00	\$ 2,385.00	
TOTAL			\$750.00	\$ 2,585.00	\$ 2,839.79

Warrants Issued 03-01-21 thru 03-16-21

Total # Warrants 23

Total Amount Due \$ 7,193.30

Public Works

- Projects
 - Garren Construction continues this week with the remodel of the Community Center. The contractor will finish installing the new grease interceptor and kitchen equipment this week. The new projector and screen have been ordered.
 - The Grass Hill Elevated Tank Rehabilitation Project is now complete and the well is back in service. The new logos look great – especially at night!
 - The contractor for the Marshall Elevated Tank Rehabilitation Project will start his work on April 19.
 - Engineering and design work continues on the Seneca West Drainage Project. The proposed alignment will be sent to the San Antonio River Authority (SARA) and the Corp of Engineers for their approval. The Texas Historical Commission has mandated that we obtain a Texas Antiquities Permit and perform archeological work in this area.
 - The Year 4 Street Maintenance Project will be advertised for bids shortly. Once they have been received, verified, and tabulated, the item will go to City Council for bid award.
 - 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. The application was due April 1 and the results will be announced in August of this year.
 - The City was awarded a Community Development Block Grant (CDBG) in the amount of \$318,960 for the Settlers Ridge and Blacksmith Water and Sewer Main Replacement Project. The City Engineer and staff will prepare the design and construction plans and then advertise for bids.
 - Staff prepared cost estimates for consideration of fluoride in our water supply and will take this item to City Council on April 6 for their consideration.
 - Staff has prepared a water system workshop presentation for Council consideration at their April 10 meeting date.
 - Staff is working on the budget for FY 2021-22.
 - Staff will be applying for another CDBG reimbursement grant from the County to replace water and sewer mains on the remaining portion of Blacksmith Drive in the Old Mill subdivision.
 - The Crew will be constructing a basketball court at The Ridge at Leon Valley Park.
 - Performing trash removal and clean up at the parks after the Easter weekend festivities.
 - The Crew repaired railings on the bridge behind Public Works.
 - We are continuing with remodeling the City Hall Annex at 6401 El Verde. The roof has been replaced, sheetrock is in and we are painting, installing lights, cabinets, and kitchen equipment.
 - Mowing Bandera Highway this week, then starting Mow Zone 1.
 - The Crew began street sweeping the Ridge at Leon Valley subdivision.
- Meetings
 - The Pool Advisory Committee met at 7 pm on April 5, 2021, at Public Works.
 - The Park Commission will meet on April 8 at Raymond Rimkus Park pavilion at 6:30 pm.

- The Church of Jesus Christ of Latter-Day Saints men’s club will meet on Saturday, April 17 and Saturday, April 24 at the Silo Park and at the Old Mill Park to plant 100 trees. We sincerely appreciate their help!
- Assistant Director is attending monthly Technical Advisory Committee meetings for the Alamo Area Metropolitan Planning Organization and attended Regional Water Resource Development Group (RWRDG) meeting.
- Staff is attending workshops on the Bandera Road redevelopment concepts.
- The Earthwise Living Day Committee received a Proclamation to declare the month of March as Earthwise Living Month. Various activities were posted on our website and social media, and a tree giveaway was held on Saturday, March 27, from 9 am to noon at the Community/Conference Center grounds, with 200 trees having been “rehomed”. Ms. Elaine Valdez was the winner of the free fruit tree giveaway.

Police Department

Please see below the information on police activity over the listed period.

- Arrest
 - 03-16-21 – 6800 Poss Rd. – Harboring a runaway/1 arrested/transported to jail
 - 03-16-21 – 6400 Bandera Rd. – Warrant Arrest
 - 03-17-21 – 6400 Evers Rd. – Traffic offense/insurance/cite and released/impound
 - 03-18-21 – 7200 Bridle Path – Assault bodily injury/1 arrested/transported to jail
 - 03-19-21 – 6100 Bandera Rd. – Traffic Stop – one cited/released - Vehicle Impounded
 - 03-23-21 – 6300 Rue Marielyne – Emergency Detention – Arrest
 - 03-23-21 – 7000 Bandera Rd. – Robbery – Arrest
 - 03-25-21 – 5700 Bandera Rd. – Emergency Detention – Arrest
 - 03-26-21 – 5600 Bandera Rd. – Warrant - Arrest
 - 03-26-21 – 6100 Bandera Rd. – DWI - Vehicle Impounded
 - 03-27-21 – 5300 Wurzbach Rd. – Assault BI/Poss CS/Poss Marijuana/1 arrest/Transported to jail
 - 03-27-21 – 7000 Forest Grove – Emergency Detention – Arrest
 - 03-28-21 – 6100 Wurzbach Rd. – Warrant - Arrest
 - 03-28-21 – 4700 Timco West – Traffic Stop – Warrant Arrest – Vehicle Impounded
- Significant Calls
 - 03-15-21 – 6400 Bandera Rd. – Crash
 - 03-15-21 – 6000 Bandera Rd. – Crash
 - 03-15-21 – 6400 Bandera Rd. – Crash
 - 03-15-21 – 7600 Eckhert Rd. – Crash
 - 03-15-21 – 5300 Cilantro Pl. – Information
 - 03-15-21 – 5900 Bandera Rd. – Disturbance
 - 03-15-21 – 7300 Bandera Rd. – Assist another Agency
 - 03-15-21 – 6800 Bandera Rd. – Suspicious Person
 - 03-15-21 – 6300 Rue Marielyne – Disturbance
 - 03-15-21 – 6900 Bandera Rd. – Welfare Check
 - 03-15-21 – 5900 Bandera Rd. – Welfare Check
 - 03-15-21 – 5600 Evers Rd. – Welfare Check
 - 03-15-21 – 5600 Evers Rd. – Disturbance
 - 03-15-21 – 6400 Bandera Rd. – 911 Hang Up
 - 03-15-21 – 5700 Evers Rd. – Alarm
 - 03-15-21 – 5900 Wurzbach Rd. – 911 Hang Up
 - 03-15-21 – 6700 Bandera Rd. – Alarm
 - 03-16-21 – 7000 Bandera Rd. – Theft
 - 03-16-21 – 6500 Bandera Rd. – Crash

- 03-16-21 – 5400 Grissom Rd. – Forgery
- 03-16-21 – 5700 NW Loop 410 – Crash
- 03-16-21 – 5400 Grissom Rd. – Theft
- 03-16-21 – 5600 Bandera Rd. – Suspicious Person
- 03-16-21 – 6100 Rue Francios – Suspicious Person
- 03-16-21 – 6300 Mary Jamison – Suspicious Person
- 03-16-21 – 6100 Rue Francois – Crime prevention/open garage
- 03-16-21 – 6300 Evers Rd. – Disturbance
- 03-17-21 – 7300 Linklea – Alarm
- 03-17-21 – 7000 Bandera Rd. – Disturbance
- 03-17-21 – 7000 Forest Grove – Suspicious Vehicle
- 03-17-21 – 6800 Bandera Rd. – Suspicious Vehicle
- 03-17-21 – 6200 Grissom Rd. – Disturbance
- 03-17-21 – 6200 Grissom Rd. – Welfare Check
- 03-17-21 – 6400 Bandera Rd. – Suspicious Person
- 03-17-21 – 5900 Bandera Rd. – Crash
- 03-17-21 – 6600 Bandera Rd. – 911 Hang Up
- 03-17-21 – 6700 Huebner Rd. – Suspicious Person
- 03-17-21 – 4900 NW Industrial – Criminal Mischief
- 03-17-21 – 5300 Bandera Rd. – Alarm
- 03-17-21 – 6400 Bandera Rd. – Crash
- 03-17-21 – 7000 Bandera Rd. – Crash
- 03-17-21 – 5800 Grass Hill – Violation City Ordinance
- 03-17-21 – 5600 Evers Rd. – Threats
- 03-17-21 – 5600 Evers Rd. – Harassment
- 03-17-21 – 5600 Evers Rd. – Theft
- 03-17-21 – 7400 Huebner Rd. – Crash
- 03-18-21 – 5700 Bandera Rd. – Runaway
- 03-18-21 – 5600 Evers Rd. – Open Door
- 03-18-21 – 5900 Bandera Rd. – Crash
- 03-18-21 – 5700 NW Loop 410 – Crash
- 03-18-21 – 6600 Bandera Rd. – Reckless Driver
- 03-18-21 – 7200 Bandera Rd. – Assist the Public
- 03-18-21 – 6300 Evers Rd. – Crash
- 03-18-21 – 6600 Bandera Rd. – Disturbance
- 03-18-21 – 5900 Wurzbach Rd. – Disturbance
- 03-18-21 – 6400 El Verde – Sexual assault/child
- 03-19-21 – 7000 Bandera Rd. – Alarm
- 03-19-21 – 5600 Bandera Rd. – Crash
- 03-19-21 – 7200 Bandera Rd. – 911 hang-up
- 03-19-21 – 5600 Bandera Rd. – Crash
- 03-19-21 – 7000 Forest Grove – Community policing
- 03-19-21 – 7200 Bandera Rd. – 911 hang-up
- 03-19-21 – 6400 Trotter Ln. – Suspicious circumstances
- 03-19-21 – 6300 Stirrup Ln. – Animal call
- 03-19-21 – 5900 Bandera Rd. – Welfare concern
- 03-19-21 – 7000 Bandera Rd. – Alarm
- 03-19-21 – 6700 Timberhill Dr. – AOA
- 03-19-21 – 5600 Poppy Seed Run – Crime prevention
- 03-19-21 – 5300 Wurzbach Rd. – Crash
- 03-19-21 – 6600 Bandera Rd. – Criminal Trespass

- 03-19-21 – 5600 Evers Rd. – Disturbance
- 03-19-21 – 7600 Linkwood – 911 Hang Up
- 03-19-21 – 5900 Wurzbach Rd. – Disturbance
- 03-19-21 – 6700 Strawflower – Crash
- 03-19-21 – 7000 Bandera Rd. – Alarm
- 03-19-21 – 5500 Bandera Rd. – Crash
- 03-19-21 – 6600 Bandera Rd. – Crash
- 03-19-21 – 5600 Bandera Rd. – Located Runaway
- 03-20-21 – 5900 Bandera Rd. - Crash
- 03-20-21 – 6600 Bandera Rd. – Alarm
- 03-20-21 – 6600 Bandera Rd. – Crash
- 03-20-21 – 5300 Wurzbach Rd. – Theft of Service
- 03-20-21 – 6600 Bandera Rd. – Damage to Property
- 03-20-21 – 5600 Evers Rd. – Disturbance
- 03-20-21 – 5900 Bandera Rd. – Assist the Public
- 03-20-21 – 5600 Grissom Rd. – Terroristic Threats
- 03-20-21 – 5600 Evers Rd. – Disturbance
- 03-20-21 – 5600 Bandera Rd. - Theft
- 03-20-21 – 5900 Bandera Rd. – Disturbance
- 03-20-21 – 5600 Bandera Rd. – Burglary/vehicle
- 03-20-21 – 6400 Bandera Rd. – VCO
- 03-20-21 – 6700 Bandera Rd. – VCO
- 03-20-21 – 6900 Bandera Rd. – VCO
- 03-20-21 – 6400 Handsome Lake – 911 hang-up
- 03-20-21 – 5900 Bandera Rd. – Theft
- 03-20-21 – 5400 Bandera Rd. – Crime prevention
- 03-21-21 – 6900 Bandera Rd. – Suspicious person
- 03-21-21 – 7100 Forest Moss – Alarm
- 03-21-21 – 6900 Bandera Rd. – Welfare check
- 03-21-21 – 7700 Deer Ln. – Reckless driver
- 03-21-21 – 6900 Bandera Rd. – Civil matter
- 03-21-21 – 6300 Grissom Rd. – Alarm
- 03-21-21 – 5600 Poppy Seed Run – Disturbance
- 03-21-21 – 7000 Forest Way – Animal call
- 03-21-21 – 6100 Bandera Rd. – Information
- 03-21-21 – 6700 Huebner Rd. – Suspicious Vehicle
- 03-21-21 – 6600 Bandera Rd. – Fail to Stop and Give Information
- 03-21-21 – 7100 Larksong – Disturbance
- 03-21-21 – 7000 Bandera Rd. – Disturbance
- 03-21-21 – 5600 Evers Rd. – Suspicious Vehicle
- 03-21-21 – 5900 Bandera Rd. – Traffic Hazard
- 03-21-21 – 6400 Edinborough – Suspicious Vehicle
- 03-21-21 – 5900 Wurzbach Rd. – Disturbance
- 03-21-21 – 5400 Bandera Rd. – Open Door
- 03-21-21 – 6300 Grissom Rd. – Alarm
- 03-22-21 – 5900 Forest Mill – 911 hang-up
- 03-22-21 – 5800 Grass Hill – Information
- 03-22-21 – 6600 Bandera Rd. – Assist the public
- 03-22-21 – 6000 Cammie Way – Burglary/vehicle
- 03-22-21 – 6500 Bluebird Ln. – 911 hang-up
- 03-22-21 – 6300 Seneca Dr. – Public contact

- 03-22-21 – 5300 Wurzbach Rd. – Disturbance
- 03-22-21 – 5600 Evers Rd. – Disturbance
- 03-22-21 – 6000 Mike Nesmith – Burglary/vehicle
- 03-22-21 – 6700 Bandera Rd. – Civil matter
- 03-22-21 – 7000 Bandera Rd. - Disturbance
- 03-22-21 – 7500 Eckhert Rd. – 911 hang-up
- 03-22-21 – 6500 Hoofs Ln. – Information
- 03-22-21 – 6200 Bandera Rd. – Disturbance
- 03-22-21 – 6000 Cammie Way – Suspicious Vehicle
- 03-22-21 – 6900 Bandera Rd. – Reckless Driver
- 03-22-21 – 5600 Evers Rd. – 911 Hang Up
- 03-22-21 – 6500 Grissom Rd. – Crash
- 03-22-21 – 6200 Bandera Rd. – Crash
- 03-22-21 – 7100 Bandera Rd. – Crash
- 03-22-21 – 7400 Canterfield – Criminal Trespass
- 03-22-21 – 7400 Ellerby Point – Open Door
- 03-22-21 – 6900 Bandera Rd. – Theft
- 03-23-21 – 5700 Bandera Rd. – Violation City Ordinance
- 03-23-21 – 7000 Forest Grove – Runaway
- 03-23-21 – 6200 Chaparral – Criminal Mischief
- 03-23-21 – 5700 Bandera Rd. – Crash
- 03-23-21 – 5600 Grissom Rd. – Crash
- 03-23-21 – 5800 Wurzbach Rd. – Crash
- 03-23-21 – 6000 Grissom Rd. – Assist EMS
- 03-23-21 – 7200 Bridle Path – Disturbance
- 03-23-21 – 5300 Bandera Rd. – Suspicious Person
- 03-23-21 – 5600 Evers Rd. – Disturbance
- 03-23-21 – 6400 El Verde – Crash
- 03-23-21 – 6000 Trone Trl – Alarm
- 03-23-21 – 5700 NW 410 - Crash
- 03-23-21 – 6200 Bandera Rd. – 911 hang-up
- 03-23-21 – 7700 Stebbins Dr. – Suspicious vehicle
- 03-23-21 – 5600 Bandera Rd. – Patrol by
- 03-23-21 – 5600 NW 410 – Information
- 03-23-21 – 5600 Evers Rd. – Disturbance
- 03-24-21 – 6800 Bandera Rd. – Assist EMS
- 03-24-21 – 7100 Larksong – Assist the public
- 03-24-21 – 6100 Bandera Rd. – Burglary/building
- 03-24-21 – 6800 Bandera Rd. – Welfare check
- 03-24-21 – 6000 Forest Ridge - Alarm
- 03-24-21 – 7000 Bandera Rd. – 911 hang-up
- 03-24-21 – 6200 Sun Dial – 911 hang-up
- 03-24-21 – 6900 Bandera Rd. – Reckless Driver
- 03-24-21 – 7100 Bandera Rd. – Alarm
- 03-24-21 – 5700 NW Loop 410 – Suspicious Vehicle
- 03-24-21 – 6000 Cammie Way – Suspicious Person
- 03-24-21 – 5900 Wurzbach Rd. – Disturbance
- 03-24-21 – 5900 Wurzbach Rd. – Disturbance
- 03-24-21 – 6000 Forest Bend – Alarm
- 03-25-21 – 5600 Bandera Rd. – Crash
- 03-25-21 – 7000 Weathered Post – Harassment

- 03-25-21 – 5300 Wurzbach Rd. – Violation Protective Order
- 03-25-21 – 7000 Bandera Rd. – Theft
- 03-25-21 – 5600 Bandera Rd. – Crash
- 03-25-21 – 7200 Poss Rd. - Theft
- 03-25-21 – 5600 Evers Rd. – Disturbance
- 03-25-21 – 6100 Wurzbach Rd. – Suspicious Person
- 03-25-21 – 5300 Wurzbach Rd. – Disturbance
- 03-25-21 – 6800 Bandera Rd. – Disturbance
- 03-25-21 – 6500 Bandera Rd. – 911 Hang Up
- 03-25-21 – 6200 Grissom Rd. – 911 Hang Up
- 03-25-21 – 5900 Bandera Rd. – Traffic Hazard
- 03-25-21 – 6400 Bandera Rd. – Crash
- 03-25-21 – 5400 Bandera Rd. – Alarm
- 03-25-21 – 5600 NW 410 – Assist the public
- 03-25-21 – 5700 Bandera Rd. – Crash
- 03-25-21 – 5600 Bandera Rd. – 911 hang-up
- 03-25-21 – 5200 Savory Glen – Crime prevention/garage
- 03-25-21 – 6700 Forest Dell – Crime prevention/garage
- 03-25-21 – 6000 Mike Nesmith – Crime prevention
- 03-25-21 – 6400 Bandera Rd. – 911 hang-up
- 03-25-21 – 7600 Deer Ln. – Suspicious person
- 03-25-21 – 6400 Bandera Rd. – 911 hang-up
- 03-26-21 – 5500 Bandera Rd. – Theft
- 03-26-21 – 6400 Bandera Rd. – Suspicious person
- 03-26-21 – 6000 Bandera Rd. – Information
- 03-26-21 – 7400 Huebner Rd. – Suspicious person
- 03-26-21 – 6300 Grissom Rd. – Crash
- 03-26-21 – 6600 Bandera Rd. - VCO
- 03-26-21 – 5500 Bandera Rd. – Suspicious person
- 03-26-21 – 6200 Grissom Rd. – Assist the public
- 03-26-21 – 6500 Bandera Rd. – 911 hang-up
- 03-26-21 – 5600 NW 410 – Assist the public
- 03-26-21 – 5600 Poppy Seed Run – Crime prevention/garage
- 03-26-21 – 5300 Wurzbach Rd. – Disturbance
- 03-26-21 – 6600 Grist Mill – 911 Hang Up
- 03-26-21 – 7000 Forest Way – Disturbance
- 03-26-21 – 6100 Wurzbach Rd. – Suspicious Person
- 03-26-21 – 5600 Evers Rd. – Suspicious Person
- 03-26-21 – 7300 Bandera Rd. – Reckless Driver
- 03-26-21 – 5000 Timberhill Dr. – Disturbance
- 03-26-21 – 6900 Huebner Rd. – Patrol By
- 03-26-21 – 5900 Bandera Rd. – Welfare Check
- 03-26-21 – 5500 NW Loop 410 – Welfare Check
- 03-26-21 – 4700 Timco West – Assist the Public
- 03-26-21 – 5600 Evers Rd. – Alarm
- 03-26-21 – 6100 Bandera Rd. – Crash
- 03-26-21 – 7400 Link Wood – Alarm
- 03-27-21 – 6700 Poss Rd. – Alarm
- 03-27-21 – 5700 Wurzbach Rd. – Alarm
- 03-27-21 – 6400 Bandera Rd. – Suspicious Vehicle
- 03-27-21 – 5500 Wurzbach Rd. – Suspicious Vehicle

- 03-27-21 – 6100 Bandera Rd. – Reckless Driver
- 03-27-21 – 7000 Forest Way – Assault – Family Violence
- 03-27-21 – 6400 Evers Rd. – Suspicious Vehicle
- 03-27-21 – 5700 Wurzbach Rd. – Alarm
- 03-27-21 – 5600 Evers Rd. – Welfare Check
- 03-27-21 – 6800 Bandera Rd. – Alarm
- 03-27-21 – 7300 Crown Piece – Crime prevention/garage
- 03-27-21 – 6100 Walking Gait – Crime prevention/garage
- 03-27-21 – 6200 Checkrein – Crime prevention/garage
- 03-27-21 – 6400 Bandera Rd. – Suspicious person
- 03-27-21 – 7000 Forest Way – Welfare check
- 03-27-21 – 7000 Forest Way – Welfare check
- 03-27-21 – 6000 Trone Trl. – Assist another agency
- 03-27-21 – 5300 Wurzbach Rd. - Assault
- 03-27-21 – 6300 Bandera Rd. – Alarm
- 03-27-21 – 6200 Bandera Rd. – Alarm
- 03-27-21 – 6700 Blacksmith Ln. – VCO
- 03-27-21 – 7000 Autumn Chase – VCO
- 03-27-21 – 7400 Huebner Rd. – VCO
- 03-27-21 – 7200 Wagon Spoke – VCO
- 03-27-21 – 7200 Wagon Spoke – VCO
- 03-27-21 – 6200 Evers Rd. – VCO
- 03-27-21 – 5900 Forest Ridge – VCO
- 03-27-21 – 5900 Forest Ridge – VCO
- 03-27-21 – 6600 Bandera Rd. – VCO
- 03-27-21 – 6600 Bandera Rd. – Disturbance
- 03-28-21 – 6800 Bandera Rd. – Alarm
- 03-28-21 – 5600 Grissom Rd. – Property damage
- 03-28-21 – 5600 Bandera Rd. – VCO
- 03-28-21 – 5800 Bandera Rd. – VCO
- 03-28-21 – 5600 NW 410 – VCO
- 03-28-21 – 6400 Bandera Rd. – Disturbance
- 03-28-21 – 6400 Bandera Rd. – VCO
- 03-28-21 – 6600 Charles Field – Crime prevention/garage
- 03-28-21 – 5600 Bandera Rd. – Assault
- 03-28-21 – 7100 Larksong – 911 hang-up
- 03-28-21 – 7000 Settlers Ridge – Alarm
- 03-28-21 – 6900 Forest Meadow – Welfare Check
- 03-28-21 - 5900 Bandera Rd. – Disturbance
- 03-28-21 – 7100 Larksong – Disturbance
- 03-28-21 – 7200 Bandera Rd. – Suspicious Vehicle
- 03-28-21 – 6900 Forest Meadow – Welfare Check
- Citations - 28
- Warnings –28
- Criminal Investigation Unit
 - Active CID Investigations
 - One (1) Robbery-Individual
 - One (1) Family Violence, Assault
 - One (1) POCS PG1 u/4
 - One (1) Unlawful Possession of Firearm by Felon
 - Active CID Activity

- Aggravated Assault
 - Violation Protective Order. Victim and witness contacted. Investigation in progress
 - Indecent Assault
 - Violation of Protective Order
 - Apparent Sudden Death
 - Burglary Habitation
 - Theft
 - Jewelry store burglary
 - Sex offender registration (1)
 - Injury to Disabled Person
- Code Enforcement
 - Seventeen (17) VCO door tag warnings issued
 - Eleven (11) VCO warning letters were sent
 - No VCO citations were issued
 - Ten (10) vehicles were tagged
 - Thirty-one (31) bandit sign complaints
 - Eleven (11) graffiti complaints
 - Eleven (11) grass/weed/tree violations
 - Eleven (11) building violations
 - Fourteen (14) noise violations
 - Sixteen (16) trash/debris complaints
 - Two (2) fence violations
 - Eleven (11) miscellaneous code violations
- Animal Control
 - Nine (9) VCO Animal Control related warning letters were sent
 - Sixteen (16) Animal Control related door tag warnings were issued
 - No Animal Control citations were issued
 - Nine (9) at large dog calls, one (1) impounded
 - Thirteen (13) miscellaneous animal-related calls
 - Two (2) reported dog attack/bites were confirmed
 - Seventeen (17) dead animals, three (3) dead deer, five (5) dead skunks, two (2) dead (2) dead cats were collected, three (3) dead racoons, two (2) other (tortoises) dead animals
 - Twelve (12) wild animal calls
 - Ten (10) miscellaneous animal calls
 - Five (5) cats were trapped and released
- Traffic Unit
 - Moving Violations 24
 - Non-Moving Violations 00
 - Warnings 05
 - VCO 00
 - Vehicles Impounded 01
- Impound Lot
 - Vehicle Towed 13
 - Traffic 08
 - Arrest 04
 - VCO 00
 - Other 00
 - Towed for Evidence 00
- Reserve Officers 40 hrs. Crime Scene Training-TCOLE
 24 man-hours for City Council Meeting

- Warrants 46 warrants served

Fire Department

- The Fire Department is currently going through the hiring process for 2 new Firefighter/Paramedics. We look forward to adding two new members to our team.
- The Leon Valley Fire Marshal’s Office has followed up with all local businesses that had fire suppression sprinkler systems go down during the cold weather event. All systems have been repaired and are in service except for one business. This business will have its suppression system fix in the near future.
- The Fire Department had 4 Officers complete and obtain their Texas Commission on Fire Protection Incident Commander certification this week. This certification validates our officer’s knowledge of incident management on emergency scenes.
- The Fire Department will be sending 4 personnel to Blue Card communication training in April. This training is crucial to improve communication and management of emergency scenes for fire personnel.

Department Statistics from 03/18/2021 – 03/31/2021

○ Overall Responses	
▪ Total Fire Department Calls for Service	69
▪ Average response time	5:37
○ Fire Services	
▪ Fire and Non-EMS Calls for Service to the community	30
▪ FERP (Flood Emergency Response Plan) Activation	00
○ EMS	
▪ Emergency Medical Service Calls for Service to the community	53
▪ COVID EMS Calls for Service	09
▪ Motor Vehicle Accident Calls for Service	03
○ Fire Marshal Services	
▪ Local Business Fire Inspections	32
▪ Plan Reviews	09
▪ Enforcement Citations	01
○ Mutual Aid	
▪ Mutual Aid Requested by the Fire Department	01
▪ Mutual Aid Requested from the Fire Department	01

Community Development Department

- 2018 Comprehensive Plan Update:
 - Staff and the Zoning Commission developed a Request for Proposals (RFP) for qualified firms to provide assistance to the City in developing necessary updates to the Plan. The City released the RFP for solicitation on January 10, 2020. The deadline for submittals was February 14, 2020. Staff received submittals from three respondents.
 - The Planning and Zoning Commission conducted interviews for two of the Planning firms that responded to the RFP at a Special Meeting held on September 3, 2020. At their November 24, 2020 meeting, the Commission formally made a recommendation to the Council on the selection. Due to budgetary concerns, the City Council will be discussing the Comprehensive Plan Update at the April 20, 2021 meeting.
- Planning & Zoning Commission
 - The Planning and Zoning Commission held a Regular Meeting on Tuesday, March 24, 2021. The following items were discussed:
 - ZC-2019-01 - A Zone Change from B-2, Retail District with Sustainability Overlay District to B-2, with No Overlay District at 6617 Evers Road. **Tabled until April 27, 2021 meeting.**

- SUP-2021-01 – A Specific Use Permit for Outside Storage at 5420 Grissom Road.
Tabled until April 13, 2021 meeting.
 - The next *Regular* Planning and Zoning Commission meeting is tentatively scheduled for Tuesday, April 13, 2021. The following items are tentatively scheduled to be discussed:
 - ZC-2019-01 - A Zone Change from B-2, Retail District with Sustainability Overlay District to B-2, with No Overlay District at 6617 Evers Road.
 - ZC-2021-05 – A Zone Change from B-2, with SO Overlay to PD, Planned Development District Zoning for a multi-family development at 7228 Bandera Road.
 - ZC-2021-02 – A Zone Change from B-3, with SO Overlay to PD, Planned Development District Zoning for a Mixed-Use development at 6758 Poss Road.
- Board of Adjustment
 - The Board of Adjustment does not have any tentative meetings scheduled.
- Plats
 - The staff has not received any new final plat or replat requests.
- City Council
 - The Planning and Zoning Department has the following zoning related matters scheduled for the April 6, 2021, City Council Meeting:
 - Potential Code Amendments regarding the regulation of Mobile Food Vendors, Short-Term Rentals, Permanent Makeup, Restaurants in the B-1 District, and Gyms/Physical Fitness Facilities in the B-2 District. (1st Reading)
- Permitting and Records
 - Received 40 Building Permit Applications (including trade permits)
 - Issued 28 Building Permits (including trade permits)
 - Issued 6 New Certificates of Occupancy
 - Dusty Square Designs - 7356 Reindeer Trl
 - Dream Care, LLC – 6502 Bandera Road, Ste. 111
 - Stixs & Stone - 5718 Wurzbach Road
 - La Conecta - 5504 Bandera Rd. Ste 514
 - VelvisDoll Beauty - 5740 Wurzbach Rd.
 - Texas Medicare Solutions - 6502 Bandera Rd Ste 212

Business Relations - Economic Development

- Facilitated (ongoing) grant proposal for FEMA/TDEM funds available for winter weather storm 4586DR-TX
- Composed comprehensive list of expenses related to emergency protective measures expenses and other losses resulting from the winter weather storm
- Participated in Webinar training - TDEM pSTAT training
- Attended Webinar - How EDOs are Planning for Recovery from COVID-19
- Assisted with transitioning business records to Business Code Compliance Officer
- Participated in IEDC webinar - Everything You Need to Know About Property Data for Economic Development
- Continued 2021 Business Audit
- Submitted proposed FY 2021/22 budget for economic development
- Moved ON IT workbook to the I-drive, which provides greater access to all departments
- Continued Small Business Mask distribution
- Disseminated information, programs, and opportunities to businesses, staff, and EDCD Committee members
- Maintained ON IT workbook

- Zoning Inspection
 - 5718 Wurzbach #B - Stixs & Stone
 - 5740 Wurzbach - VelvisDoll Beauty
 - 5504 Bandera #514 - La Conecta
 - 7364 Reindeer Trail - Building Air Services
 - 7074 Bandera - Family Dentistry of SA
 - 7334 Reindeer Trail - Shark Recovery

Vacancy Rate - 03/17/2021	11.58 %
Active ON IT cases	25
Closed ON IT cases - 2021	82
Business Visit (ED function)	Placed on hold to manage FEMA request

- Business Code Compliance:

Pre/post permit Inspections:	2
Bandit Signs removed from right-of-way:	12
ON IT Investigations:	8
Business Audit Actions:	2
Notice of Violations:	14
Citation issued for Code Compliance Violation(s):	0
Cease & Desist:	0

City Secretary

- Prepared, posted and drafted City Council agendas.
- Worked on City Council Minutes.
- Posted Boards, Committees and Commission Notices.
- Prepared and submitted ENews Articles.
- Continued working on Proposed FY 2022 Manager/City Council Budget.
- Assisted Open Records Coordinator with a large ORR from Evan Bohl.
- Completed the City-Wide Garage Sale Amendment as tasked by City Council and City Manager Kuentler.
- Ongoing Current Project
 - Working on a Contract Management Program.
- Building Maintenance
 - Scheduled pest control re-treatment of LVFD.

Open Records Request Coordinator

- Since the last report, we have received 11 open record requests. As requested by City Council, we include the names of those who submitted the 11 requests.
- The requestors were:
 - Annette Vinton
 - Ahmad Hassan
 - Christina James
 - Michael McKee
 - Sam Heinz
 - Eric Chung
 - Bianca Morales
 - Raul Vega
 - Lady Monica Greeno

- Dick Brock (X2)
- On-Going Current Projects:
 - Records Management Program

Library

- Members
 - New Accounts: 3
 - Renewed Accounts: 31
 - Amount Saved: \$9,737.28
- Circulation: 862
- Computer Appointments (starting 3.16.21): 54
- Programs
 - Adventurer's Club preschool storytime: Wednesdays at 10:30 am. Virtual. Upcoming Dates: April 7th, 14th, 21st, & 28th.
 - Online Storytime school-age storytime: Thursdays at 10:30 am. Virtual. Upcoming Dates: April 1st, 8th, 15th, 22nd, & 29th.
 - Storytime Take & Make Crafts: Wednesdays & Thursdays after storytime at 11:30 am. Usually follows the storytime theme. Curbside. Upcoming Dates: April 1, April 7, April 8, April 14, April 15, April 21, April 22, April 28, & April 29.
 - School Age Craft (designed for 1st – 5th graders) Tuesdays at 4:30 pm. Curbside. Upcoming Dates: April 6, April 13, April 20, & April 27.
 - Crafternoon: 1st Saturday of the month at 11:30 am. Curbside. Upcoming Dates: April 3.
 - LEGO Club: 2nd Saturday of the month at 11:30 am. Virtual. Upcoming Dates: April 10. Theme: Maker's Choice.
 - Teen & Adult Craft: 3rd Saturday of the month at 11:30 am. Curbside. Upcoming Dates: April 17.
 - Community Tea: 4th Friday of the month at 3:00 pm. Virtual. Upcoming Dates: April 23.
 - Book Club: 4th Saturday of the month at 11:30 am. Virtual. Upcoming Dates: April 24. We will be choosing our first book!

Upcoming Events:

- Special City Council Meeting in Council Chambers, Wednesday, April 07, 2021, at 5:30 PM.
- The next City Council Meeting is scheduled for Tuesday, April 20, 2021, at 6:00 pm in Council Chambers.
- Saturday, April 10, 2021, at 9:00 AM, Special City Council Budget and Water Workshop in Council Chambers.
- Monday, March 29, 2021 – Monday, April 5, 2021, at 9:00 AM, Leon Valley Police Department Vehicle Impound Online Auction.
- Saturday, April 17, 2021, at 9:00 AM, League of Women Voters hosted Candidate's Forum, at the Community Center.
- Saturday, April 24, 2021, at 8:00 AM, Audie L. Murphy Memorial Parkway Clean-up on Evers road – Sponsored by American Legion Post 336 Leon Valley, meeting place is the Leon Valley Public Library.
- Monday, April 19 – Tuesday, April 27, 2021, Early Voting for the General Election, (Leon Valley site – Conference Center).
- Friday, April 30, 2021, beginning at dusk, Movies in the Park featuring Disney's Onward, at Raymond Rimkus Park.
- Saturday, May 01, 2021, from 7:00 AM – 7:00 PM, General Election, (Leon Valley site – Conference Center).