



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: October 16, 2020
TO: Mayor Chris Riley and City Council Members
FROM: Kelly Kuenstler, City Manager
SUBJECT: Pre-City Council Meeting Report

Human Resources

- Vacant Positions
 - Photographic Traffic Control System Administrative Hearing Officer – We welcome Wayne Shoquist on October 19, 2020
 - Business Code Compliance Officer – Offered position to Rick Guerra on October 16, 2020
 - IT Specialist – Applicant Currently in Background
 - Mobile Integrated Health Paramedic – Currently reviewing Applications

Court

Weekly Date for Community Service	Hrs. Scheduled	Hrs. Completed	Public Works	Fire Dept.	Municipal Court	Com Dev	Outside The City
10/01/2020							
10/03/2020	207	8	-	-	-	-	8

Court Dates	# Of Defendants Scheduled	# Of No Shows	# Of Defendants that Appeared
10/01/2020	121	93	28
10/08/2020	118	81	37

MOST COMMON TYPE OF TRANSACTION	# OF TRANSACTION FROM 09/30/2020 – 10/13/2020
UTILITY PAYMENTS	1581
UTILITY NEW SERVICE	14
PERMITS COM DEV	0
COURT	200
RLC FINES	40
RLC LATE FEES	11
IMPOUND LOT FEES	8
TOWING FEES PAYABLE	8
GARAGE SALE	7
MISCELLANEOUS	206

TOTAL	2,075
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Public Works

- Projects
 - The contractor for the LC-17 Flood Project is back working on the remaining items in the creek bed. They have removed all soils and construction equipment from the Shadow Mist Park. They are expecting substantial completion in mid-November.
 - The FY 2020 Street Maintenance Project has now been substantially completed. Staff will perform a walk through today with the contractor to develop a punch list of items to be corrected.
 - Staff is compiling a list of streets for the Year 4 Street Maintenance Project. Data from recent street ranking will be used, along with water and sewer main reports, in the street selection process. We would like to focus our attention this year in the Walking Gait – Forest Oaks areas, as funding allows.
 - Construction of the landscaping and irrigation in the vacant lot at Peachtree and Poss is now complete, with the exception of a few Crepe Myrtles. We are planning to hold a planting ceremony with Tiger Sanitation sometime in the next week to formally announce this area.
 - Staff is waiting on signed contracts with Garren Construction to begin the remodel of the Community Center. Council approved the base bid, which included the kitchen and restrooms, but also approved Alternatives #1 & 2, which encompass the exterior rehabilitation and the interior flooring and lighting replacement. Public Works Crews will be performing interior painting.
 - City Council approved A & M Construction and Utilities as the contractor for the Grass Hill Elevated Tank Rehabilitation Project. We expect this project to start in mid-November, when water usage is lower.
 - Staff has prepared a Capital Rollover budget adjustment to move funds from the current fiscal year to the next fiscal year for the projects that were not completed in this fiscal year. This will be brought to the City Council for final approval on October 20th.
 - Staff and the City Engineer are working on rewrites to the subdivision code. This should be presented to City Council in November.
 - The SAWS W-2 Huebner Creek sewer main replacement project will start in the November/December 2021. This will mean some disruption in Raymond Rimkus Park and along Poss and Evers Road, as they work to replace both the sewer and recycled water mains in this area. The work will be performed underground, but SAWS will need to stage their equipment at the city-owned vacant lot near the Northwest Little League softball venue. A press release was placed on the City’s E-news and on our website.
 - We are finishing up work on the lights on the Evers Road bridge. The light system was heavily damaged by a storm in late April and parts for the system were unavailable. The electrician will be out this week to reprogram the system and get the lights back on.
 - The Crew is working on modifications to the Ridge at Leon Valley detention pond by installing an ADA sidewalk.
 - The Crew mowed in Mow Zone 2 (Bandera Road).
 - The Crew installed benches at The Ridge at Leon Valley Park.
 - The Crew is manning City Hall on Fridays for Covid-19 duty.
 - The Crew installed kiosks at City Hall.
 - The Crew will start on new building at 6401 El Verde, once kiosks have been constructed. We are calling this building the City Hall Annex.
 - The Crew installed more trees at Raymond Rimkus Park.
 - The Crew located water valves in Linkwood.
 - The Crew repaired the riding lawn mower, backhoe, and front end loader.
 - The Crew performed year-end audit of equipment and supplies.

- Meetings/Events
 - Staff will be meeting with the US Corp of Engineers on November 4th to discuss the final plans for Huebner Creek flood remediation.
 - Staff is attending bi-monthly webcast meetings with the US Corp of Engineers to discuss the flood reduction feasibility study of Huebner Creek. This project is nearing the finish line and we hope to have a report to City Council by early December.
 - Assistant Director David Dimaline is attending monthly Technical Advisory Committee meetings for the Alamo Area Metropolitan Planning Organization.
 - Staff is attending workshops on the Bandera Road redevelopment concepts

Police Department

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

- Arrest
 - 09-29-20 – 6500 Bandera Rd. – Emergency Detention – One Arrested/Transported to Hospital
 - 10-01-20 – 7400 Horse Trail Dr. – Emergency Detention – One Arrested/Transported to Hospital
 - 10-03-20 – 5300 Wurzbach Rd. – Evading Arrest with Vehicle - Intoxication Assault on a Police Officer– One Arrested – Vehicle Impounded
 - 10-04-20 – 6700 Peachtree St. – Officer Involved Shooting/Aggravated Assault on a Police Officer – One Arrested – Vehicle Impounded
 - 10-04-20 – 6100 Bandera Rd. – Traffic Stop – Warrant Arrest – Vehicle Impounded
 - 10-05-20 – 7400 Huebner Rd. – Driving While Intoxicated - One Arrested – Vehicle Impounded
 - 10-06-20 – 7000 Bandera Rd. – Possession of a Controlled Substance Penalty Group 1, Poss. CS PG3, Felon Poss. Firearm. – One Arrested/Transported to Jail
 - 10-07-20 – 7500 Huebner Rd. – Traffic Stop – One Arrested – Possession Controlled Substance PG 2 – Vehicle Impounded
 - 10-08-20 – 6600 Huebner Rd. – Traffic Stop – Warrant Arrest – Vehicle Impounded
 - 10-08-20 – 7000 Bandera Rd. – Traffic Stop – Warrant Arrest
- Significant Calls
 - 09-28-20 – 5300 Wurzbach Rd. – Alarm
 - 09-28-20 – 6400 Grissom Rd. – Alarm
 - 09-28-20 – 6900 Poss Rd. – Crash
 - 09-28-20 – 6600 Bandera Rd. – Found Property
 - 09-28-20 – 5900 Wurzbach Rd. – Disturbance
 - 09-28-20 – 6100 Wurzbach Rd. – Theft \$0-\$100
 - 09-28-20 – 6400 Bandera Rd. – Disturbance
 - 09-28-20 – 6300 Rue Marielyne – Disturbance
 - 09-28-20 – 6600 Bandera Rd. – Alarm
 - 09-28-20 – 6600 Bandera Rd. – Disturbance
 - 09-28-20 – 5300 Bandera Rd. – Recovered Stolen Vehicle
 - 09-29-20 – 5900 Bandera Rd. – Welfare Check
 - 09-29-20 – 6600 Bandera Rd. – Alarm
 - 09-30-20 – 5600 Grissom Rd. – Theft \$0-\$100
 - 09-30-20 – 5700 Wurzbach Rd. – Alarm
 - 09-30-20 – 5600 Evers Rd. – Terroristic Threats
 - 09-30-20 – 7600 Linklea – Disturbance
 - 09-30-20 – 6200 Evers Rd. – 911 Hang Up
 - 10-01-20 – 6000 Forest Ridge – 911 Hang Up
 - 10-01-20 – 7200 Bandera Rd. – Crash
 - 10-01-20 – 5600 Bandera Rd. – Crash
 - 10-01-20 – 6800 Bandera Rd. – Disturbance
 - 10-01-20 – 6000 Grissom Rd. – Disturbance

- 10-01-20 – 6800 Poss Rd. – Suspicious Person
- 10-01-20 – 5600 Bandera Rd. – Suspicious Person
- 10-01-20 – 5900 Wurzbach Rd. – Suspicious Person
- 10-02-20 – 5000 Timberhill Dr. – Disturbance
- 10-02-20 – 5900 Wurzbach Rd. – Disturbance
- 10-02-20 – 5600 Grissom Rd. – Disturbance
- 10-02-20 – 5900 Bandera Rd. – Crash
- 10-02-20 – 5900 Bandera Rd. – Disturbance
- 10-02-20 – 7400 Huebner Rd. – Welfare Check
- 10-02-20 – 5600 Evers Rd. – Welfare Check
- 10-02-20 – 5600 Evers Rd. – Disturbance
- 10-02-20 – 6100 Bandera Rd. – Alarm
- 10-02-20 – 6600 Bandera Rd. – Repossessed Vehicle
- 10-03-20 – 7100 Tealeaf – Burglary of a Vehicle
- 10-03-20 – 6700 Timberhill – Welfare Check
- 10-03-20 – 6300 Rue Marielyne – Unauthorized Use Motor Vehicle
- 10-03-20 – 5600 Bandera Rd. – Evading Arrest on Foot
- 10-03-20 – 5600 Grissom Rd. – Disturbance
- 10-04-20 – 5900 Bandera Rd. – Disturbance
- 10-05-20 – 7100 Bandera Rd. – Disturbance
- 10-05-20 – 6000 Evers Rd. – Suspicious Person
- 10-05-20 – 6600 Bandera Rd. – Suspicious Person
- 10-05-20 – 6200 Grissom Rd. – Disturbance
- 10-05-20 – 5300 Wurzbach Rd. – Suspicious Person
- 10-05-20 – 7200 Forest Meadow – Suspicious Person
- 10-05-20 – 5600 Bandera Rd. – Theft
- 10-05-20 – 7000 Bandera Rd. – Alarm
- 10-05-20 – 5600 Bandera Rd. – Forgery
- 10-06-20 – 6600 Bandera Rd. – Threats
- 10-06-20 – 5800 Bandera Rd. – Criminal Mischief
- 10-06-20 – 7200 Horse Whip – Violation of City Ordinance
- 10-06-20 – 6300 Evers Rd. – Missing Person
- 10-06-20 – 5900 Wurzbach Rd. – Suspicious Person
- 10-06-20 – 6400 Evers Rd. – Suspicious Circumstances
- 10-06-20 – 6300 Handsome Lake – Violation of a City Ordinance
- 10-06-20 – 6600 Bandera Rd. – Assist Another Agency
- 10-06-20 – 6300 Bandera Rd. – Alarm
- 10-06-20 – 6700 Cherry Leaf – Disturbance
- 10-06-20 – 6200 Grissom Rd. – Disturbance
- 10-06-20 – 6400 Handsome Lake – Criminal Mischief \$100-\$750
- 10-06-20 – 5200 Savory Glen – Disturbance
- 10-06-20 – 5000 Timberhill Dr. – Criminal Mischief \$100-\$750
- 10-07-20 – 6600 Bandera Rd. – Reckless Driver
- 10-07-20 – 6700 Blacksmith – Suspicious Vehicle
- 10-07-20 – 6000 Grissom Rd. – Disturbance
- 10-07-20 – 6200 Sawyer Rd. – Suspicious Person
- 10-07-20 – 6500 Bandera Rd. – Disturbance
- 10-07-20 – 6200 Grissom Rd. – Assault by Contact
- 10-07-20 – 7000 Bandera Rd. – Alarm
- 10-07-20 – 6700 Strawflower – Open Door
- 10-07-20 – 6800 Bandera Rd. – Theft

- 10-07-20 – 6900 Bandera Rd. – Crash
- 10-07-20 – 5500 Bandera Rd. – Alarm
- 10-07-20 – 6600 Strawflower – Criminal Mischief
- 10-07-20 – 5600 Bandera Rd. – Theft
- 10-07-20 – 6100 Forest Crest – Dog Bite
- 10-07-20 – 5900 Bandera Rd. – Violation of City Ordinance
- 10-07-20 – 7000 Bandera Rd. – Alarm
- 10-07-20 – 6600 Bandera Rd. – Alarm
- 10-08-20 – 6100 Bandera Rd. – Criminal Mischief
- 10-08-20 – 6600 Bandera Rd. – Theft
- 10-08-20 – 5600 Timberhill – Theft
- 10-08-20 – 6500 Bandera Rd. – Violation of City Ordinance
- 10-08-20 – 4900 N.W. Industrial – Theft
- 10-08-20 – 6600 Bandera Rd. – Alarm
- 10-08-20 – 7700 Forelock – Disturbance
- 10-08-20 – 5600 Grissom Rd. – Criminal Trespass
- 10-08-20 – 7800 Huebner Rd. – Crash
- 10-08-20 – 6000 Trone Trail – 911 Hang Up
- 10-08-20 – 6500 Bandera Rd. – Alarm
- 10-08-20 – 5900 Bandera Rd. – Crash
- 10-08-20 – 6100 Bandera Rd. – Burglary of a Vehicle
- 10-08-20 – 6500 Bandera Rd. – Violation of a City Ordinance
- 10-08-20 – 6400 El Verde – 911 Hang Up
- 10-08-20 – 6400 Evers Rd. – Suspicious Vehicle
- 10-08-20 – 6800 Bandera Rd. – Disturbance
- 10-08-20 – 5500 Bandera Rd. – Disturbance
- 10-09-20 – 6200 Grissom Rd. – Disturbance
- 10-09-20 – 6200 Sawyer Rd. – Disturbance
- 10-09-20 – 5600 Grissom Rd. – Sexual Assault of a Child
- 10-09-20 – 6200 Grissom Rd. – Theft
- 10-09-20 – 7700 Stebbins Dr. – Welfare Check
- 10-09-20 – 7700 Stebbins Dr. – Welfare Check
- 10-09-20 – 6700 Joan Groana – Welfare Check
- 10-09-20 – 7200 Bandera Rd. – Crash
- 10-09-20 – 7100 Bandera Rd. – Crash
- 10-09-20 – 6600 Bandera Rd. – Theft
- 10-10-20 – 6600 Bandera Rd. – Crash
- 10-10-20 – 6100 Bander Rd. – Crash
- 10-10-20 – 6600 Bandera Rd. – Alarm
- 10-10-20 – 7100 Bandera Rd. – Crash
- 10-10-20 – 5800 Bandera Rd. – Crash
- 10-10-20 – 6700 Huebner Rd. – Theft
- 10-10-20 – 6600 Bandera Rd. – Alarm
- 10-10-20 – 6700 Huebner Rd. – Violation of a City Ordinance
- 10-10-20 – 6800 Huebner Rd. – Violation of a City Ordinance
- 10-10-20 – 6300 Bandera Rd. – Alarm
- 10-10-20 – 7000 Forest Pine – Animal Bite
- 10-10-20 – 5600 Bandera Rd. – 911 Hang Up
- 10-10-20 – 5700 Wurzbach Rd. – Crash
- 10-10-20 – 6600 Bandera Rd. – Alarm
- 10-10-20 – 7600 Linkview Dr. – Disturbance

- 10-10-20 – 5400 Bandera Rd. – Suspicious Person
- 10-11-20 – 5700 N.W. Loop 410 – Graffiti
- 10-11-20 – 5600 Evers Rd. – Disturbance
- 10-11-20 – 6600 Bandera Rd. – Alarm
- 10-11-20 – 5400 Bandera Rd. – Suspicious Person
- 10-11-20 – 5500 Bandera Rd. – Alarm
- 10-11-20 – 7100 Forest Brook – Disturbance
- 10-11-20 – 5600 Grissom Rd. – Recovered Stolen Vehicle
- 10-11-20 – 6900 Bandera Rd. – Theft \$0-\$100
- 10-11-20 – 5900 Wurzbach Rd. – Suspicious Person
- 10-11-20 – 6600 Bandera Rd. – Alarm
- 10-11-20 – 6600 Bandera Rd. – Crash
- 10-11-20 – 6800 Bandera Rd. – Crash
- 10-11-20 – 6600 Bandera Rd. – Alarm
- 10-11-20 – 6700 Bandera Rd. – Alarm
- Citations - 17
- Warnings – 06
- Criminal Investigation Unit
 - Cases Filed by CID, Five (4):
 - One (1) Unauthorized use motor vehicle
 - One (1) Possession Controlled Substance
 - One (1) Intoxication Assault
 - One (1) Aggravated Assault, Peace Officer, Deadly Weapon
- Active CID Investigations
 - Harassment
 - Burglary of a Building
 - Aggravated Robbery
 - Two (2) Hit and Run
 - Harassment
 - Theft
 - Assault (Family/Bodily Injury)
 - Vehicle Theft
 - Aggravated Assault-Family Violence
 - Burglary of Building (storage unit)
 - Criminal Mischief
- Code Enforcement
 - Three (3) Violation of a City Ordinance citations were issued
 - Nine (9) junk/inoperable vehicles were tagged
 - Twenty-three (23) bandit sign complaints
 - Nine (9) graffiti complaints
 - Seven (7) building code violations
 - Forty-five (45) grass/weed violations
 - Three (3) pool violations
 - Seven (7) trash/debris complaints
 - Three (3) fence violations
- Animal Control
 - Two (2) Violations of a City Ordinance related warning letters were sent
 - Ten (10) door tag warnings were issued
 - No citations were issued
 - Six (6) at large dog calls were handled and none were located or impounded
 - Seven (7) miscellaneous animal related calls

- One (1) reported dog attack/bite was confirmed
- Three (3) rabies/vaccination violations
- Thirteen (13) wild animal calls
- For (4) dead animals, two (2) dead deer, one (1) dead dog and one (1) dead racoon were recovered
- Impound Lot
 - Vehicle Towed 12
 - Traffic 04
 - Arrest 06
 - VCO 00
 - Other 02
- Community Service
 - Officers continue to assist with elderly citizens in need during this COVID pandemic. Officers have responded to delivering medicine, hang curtains, and remove debris for our elderly community.

Fire Department

- Firefighters have been busy with completing their continuing education for their current certifications.
- We are currently taking applications for the Mobile Integrated Health position. We are looking forward to getting this position started.
- We will be beginning the application and promotional process for the next engineer's position by the beginning of next month
- Department Statistics from 9/30/2020 – 10/14/2020
 - Overall Responses
 - Total Fire Department Calls for Service 86
 - Average response time 4:57
 - Fire Services
 - Fire and Non-EMS Calls for Service to the community 26
 - FERP (Flood Emergency Response Plan) Activation 00
 - EMS
 - Emergency Medical Service Calls for Service to the community 60
 - COVID EMS Calls for Service 04
 - Motor Vehicle Accident Calls for Service 05
 - Fire Marshal Services
 - Local Business Fire Inspections 24
 - Plan Reviews 14
 - Enforcement Citations 03
 - Mutual Aid
 - Mutual Aid Requested by the Fire Department 00
 - Mutual Aid Requested from the Fire Department 03

Community Development Department

- Planning and Zoning Commission
 - The Planning and Zoning Commission held a Regular Meeting on Tuesday, October 13, 2020. The following items were discussed:
 - SUP-2020-05 – A Specific Use Permit for Outside Dining at 6526 Bandera Road. **Approved**
 - SUP-2020-06 – A Specific Use Permit for Outside Dining at 5700 Wurzbach Road. **Tabled**
 - ZC-2020-04 – A Zone Change from B-2, with SO District to PDD, Planned Development District at 6712 Bandera Road, to facilitate a carwash and retail facility. **Tabled**

- The next regular Planning and Zoning Commission meeting is tentatively scheduled for Tuesday, October 27, 2020. The following items are tentatively scheduled for consideration:
 - SUP-2020-06 – A Specific Use Permit for Outside Dining at 5700 Wurzbach Road.
 - ZC-2020-04 – A Zone Change from B-2, with SO District to PDD, Planned Development District at 6712 Bandera Road, to facilitate a carwash and retail facility.
- Board of Adjustment
 - The Board of Adjustment does not have any tentative meetings scheduled.
- Plats
 - Staff has not received any new final plat or replat requests.
- City Council
 - The Planning and Zoning Department does not have any items scheduled for the October 20, 2020, City Council Meeting.
- Permitting and Records
 - Received 43 Building Permit Applications (including trade permits)
 - Issued 18 Building Permits (including trade permits)
 - Issued 3 Certificates of Occupancy
 - PJ’S Automotive Detailing Service – 5504 Bandera Road, Ste. 614
 - Chica’s Boutique – 6915 Bandera Road, Ste. 103
 - Blackout Tinting - 5504 Bandera Road, Ste. 201

Business Relations - Economic Development

- Attended Webinar: Chmura – Using JobsEQ for ED Growth
- Attended Webinar: AACOG – Economic Development Workshop (3)
- Meeting with Local Intel concerning future analytical tools to highlight the quality of life in Leon Valley
- Attended Team meeting concerning unresolved issues at Seneca Plaza and inspection week of the property
- Facilitated teleconference call: White House Briefing (3)
- Facilitated with Bexar County and retrieved 3,000 masks and 11 Plexiglas barriers for Small Businesses
- Met with Owner of Adelove Shipping and released tenant keys to suite 6505
- Participated in an administrative search warrant and subsequent inspection of Seneca Plaza
- Facilitated team Meeting concerning violations of Sierra Royale Apartment
- Distributed gloves and plexiglass barriers to Shipley’s Donuts
- Site meeting with a representative of Sierra Royale Apartments
- Attended NW SA Chamber Tuesday Morning Networking meeting (2)
- Responded to multiple inquiries as a point of contact between Ascension DePaul Services and the City of Leon Valley
- Continued Small Business Mask distribution
- Disseminated information, programs, and opportunities to businesses, staff, and EDCD Committee members
- Maintained ON IT workbook
- Audit:
 - Ongoing 2020 Business Audit to ensure Leon Valley Businesses have a valid certificate of occupancy.
 - Pre-food permit spot inspection:
 - 7016 Bandera – Whataburger
 - 6200 Bandera - King Buffet – follow-up
- Business Code Enforcement:
 - 5728 Evers –Site visit – Notice of impending C&D for no CO
 - 6515 Bandera –Site Visit – Notice of impending citation for outstanding sign violations
 - 6515 Bandera — Citation

- 6555 Bandera– Citation for outside storage – Multiple warnings ignored
- 7427 Bandera– Follow-up for ONIT complaint – Unfounded
- Cease and Desist:
 - 5728 Evers – No CO and multiple fire, health, and code violations
 - Released C&D on 10/8/2020
 - 6505 Bandera – No CO. Business ignored 3 warnings for operating without a CO
 - 6300 Rue Marielyne – Royal Sierra Apartments – Invalid Co and numerous fire, code, building, and health violations

City Secretary

- Prepared, posted and drafted City Council agendas.
- Worked on City Council Minutes.
- Completed minutes, sent out meeting packets, drafted and posted agenda for the Ethics Review Board
- Posted Boards, Committees and Commission Agendas.
- Prepared and submitted ENews Articles.
- Worked with Bexar County Elections staff on early voting site preparation.
- Prepared and posted the November 03, 2020, Election Information for availability to citizens.
- Prepared a draft ordinance amending the City’s Fee Schedule to be presented on October 20th for a 1st reading.
- Processed Open Record Requests for the following:
 - Will Bradshaw
 - Richard Blackmore
 - Abraham Diaz
 - Catherine Rodriguez
- Submitted one letter to the Attorney General in response to a request from Justin Pulliam.
- On-Going Current Projects:
 - Working on an amendment to the Code of Ordinances to allow for city-wide garage sales.
 - Working on a Contract Management Program.
 - Working on revisions to other policies to present to the City Manager.
- Building Maintenance:
 - Had City Hall and the Police Department treated for pests as part of the bi-monthly maintenance per the City’s contract with Orkin Pest Control.
 - Had solar panels repaired on the roof of 6400 El Verde. This service was done by Solar Fin at no charge to the City but as part of the agreement.
 - Scheduled annual testing of fire sprinkler systems and fire extinguishers of all City buildings.
 - Ordered new City, Fire, Library, US, and Texas flags for all City building for FY21.

Open Records Request Coordinator

- Since the last report, we have received 25 open record requests. As requested by the City Council, we are including the names of those who submitted the 25 requests.
 - The requestors were:
 - Elizabeth F. Mendez
 - Sgt. Arthur J. Pue #154
 - Suma Sureschchandra
 - Zach Rose
 - Carole Bartholomew
 - Heidi Choate
 - Yesica Antu-Sanchez
 - Dave Taylor/Robin Davis
 - Jen Ghiselli
 - Patty Santos x2

- Justin Pulliam x 5
- Aaron Cabrera
- Will Bradshaw
- Lindsey
- Emily Schelnick
- Benny Martinez x2
- Tonia Johnson
- Chris McWhorter
- Amanda Salvador

The Leon Valley Police Department processed 57 open record requests for incident/crash reports.

- On-Going Current Projects
 - Working on Open Records Request Training

Library

- FY20 Statistics- *COVID-19 has impacted the numbers for FY20. The items marked with an asterisk (*) are the data points most affected when examining the FY20 data against previous years.*
 - Items Loaned (Physical)*: 20,078
 - Items Loaned (Digital): 1,613
 - New Items Added: 1,554
 - Value of Gifted Items: \$3,025
 - Gifts & Memorials*: \$260
 - Library Cards Issued*: 196
 - Volunteer Hours*: 467
 - Children’s Programming: 655
 - Total Attendance*: 5,053
 - Teen & Adult Programming: 245
 - Total Attendance*: 492
 - Reference Questions: 5,123
 - External WiFi Uses: 7,830
 - Facebook Reaches: 226,660
 - Website Hits: 7,903
 - Renewed Accounts: 676
 - New Accounts: 203
 - Members Saved: \$194,165.25
- Upcoming Programming (October 2020)
 - School Age Crafts Tuesdays at 4:30 p.m.
 - October 20th: Ghost Magnet
 - October 27th: Spooky Spoon
 - Adventurer’s Club
 - Geared towards preschoolers
 - New letter of the alphabet every week
 - Wednesdays at 10:30 a.m.
 - Follow-up Craft supplies will be available on the library porch for pick up at 11:30
 - Online Storytime
 - Geared towards 18-months to 3-year-olds
 - Thursdays at 10:30 a.m.
 - Follow-up Craft supplies will be available on the library porch for pick up at 11:30
 - Teen & Adult Crafts
 - Geared for teens and adults
 - October 17th at 11:30 a.m. – Creepy Crawly Spiders
 - October 24th at 12:30 p.m. – Fall Tea Light
 - Supplies will be available on the library porch for pick up.

- Community Coffee
 - October 23rd at 10:30 a.m.
- Special Events
 - October 30th at 4:30 p.m. – Monster Mash Virtual Dance Party
 - October 31st at 10:30 a.m. – Halloween Craft Grab Bag

Upcoming Events:

- Regular City Council Meeting is scheduled for Tuesday, October 20, 2020, at 5:15 p.m. in Council Chambers, the meeting will be conducted in-person and by teleconference. The meeting will also be live-streamed.
- Next Regular City Council Meeting, Tuesday, November 03, 2020, at 5:15 p.m. in Council Chambers. *(Tentative - will be discussed on October 20, 2020)*
- All City hosted events have been postponed until further notice.
 - All committee, board, and commission meetings are being conducted on an as-needed basis.
 - The next regular Planning and Zoning Commission meeting is tentatively scheduled for Tuesday, October 27, 2020.
- Early Voting, Tuesday, October 13, 2020, through Friday, October 30, 2020.
- Election Day, Tuesday, November 03, 2020.
- Library Halloween Craft Grab Bag Event, Saturday, October 31, 2020 from 10:30 a.m. to 11:00 a.m., at the Library.
- Halloween Drive Thru Event, Saturday, October 31, 2020, beginning at 5:30 p.m. until all goodie-bags are all “goon”, at the Community & Conference Center Parking Lot.
- City Hall & Municipal Offices will be closed on Wednesday, November 11, 2020, in observance of Veterans’ Day.
- City Hall & Municipal Offices will be closed on Thursday, November 26, 2020, and Friday, November 27, 2020, in observance of the Thanksgiving Holiday.