



**CITY OF LEON VALLEY  
INTEROFFICE MEMORANDUM**

**DATE:** October 2, 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 - Currently reviewing Applications
  - Business Code Compliance Officer – Currently Reviewing Applications
  - IT Specialist – Currently Advertising
  - Mobile Integrated Health Paramedic - Currently Advertising

**Court**

Weekly Date for Community Service	Hrs. Scheduled	Hrs. Completed	Public Works	Fire Dept.	Municipal Court	Com Dev	Outside The City
09/27/2020 – 10/03/2020	20	22	-	-	-	-	22

  

Court Dates	# Of Defendants Scheduled	# Of No Shows	# Of Defendants that Appeared
09/10/2020	98	58	40
09/17/2020	105	66	39
09/24/2020	112	69	43

PRE- TRIALS AND BENCH TRIALS FOR 09/28/2020			OUT COME OF THE CASE FOR TRIAL
E0052198-01	RED, RODNEY CHARLES	FAILED TO SIGNAL INTENT	DEFERRAL ORDER
E0050262-01	ANGUIANO, ALEXANDER	DISREGARD STOP SIGN	DEFERRAL ORDER
E0052270-01	ROMO, SAMANTHA E	SPEEDING 42/30	DEFERRAL ORDER
E0052186-01	GARCIA, CARLOS D	CUT ACROSS DRIVEWAY TO	DEFERRAL ORDER

		MAKE A TURN	
E052171-01	LOPEZ, ARTURO S JR	SPEEDING 56/45	NO SHOW
E0052552-01	TERMURE, DEBORA	NO CERTIFICATE OF OCCUPANCY	DISMISSED
162624-01	FLORES, LUIS A	THEFT	NO SHOW
E0050769-01	GUTIERREZ, AZUCENA	FAILED TO STOP AT DESIGNATED POINT	CASE DISMISSED
E0024956-01 E0024956-02	TRAVIS, LADONNA	DWLI NO INS	DEFERRAL ORDER
E0003636-01 E0003636-02	JAWAD, FIREDEWS	SPEEDING 40/30 USE HAND HELD DEVICE	DEFERRAL ORDER
E0026745-01 E0026745V- 01	MORALEZ, CARLOS R	SPEEDING 40/30 & VPTA	DEFERRAL ORDER

<b>MOST COMMON TYPE OF TRANSACTION</b>	<b># OF TRANSACTION FROM 09/09/2020 – 09/29/2020</b>
UTILITY PAYMENTS	1125
UTILITY NEW SERVICE	10
PERMITS COM DEV	1
COURT	285
RLC FINES	52
RLC LATE FEES	6
IMPOUND LOT FEES	13
TOWING FEES PAYABLE	13
GARAGE SALE	4
MESCELLANEOUS	304
<b>TOTAL</b>	<b>1,813</b>

### Public Works

- Projects
  - The contractor for the LC-17 Flood Project is delayed in the creek bed, as it's fairly wet; they had a bad storm a couple of weeks ago, and the site was heavily damaged. The construction area near and under the Bandera Road bridge has to be completely removed. After consulting with the engineer, they are now planning on replacing the gabions with concrete in this area. Staff is working with them to ensure the planned hike & bike trail through this area will be taken into consideration. This new damage and construction will delay the project by 4 to 6 weeks and they don't expect substantial completion until mid-November.
  - The FY 2020 Street Maintenance Project continues with Clark Construction performing the street sealcoat in Monte Robles Park this week and the mill and overlay of Poss, Trotter, Wagon Spoke, and Blacksmith. They will be performing mill and overlay work on Larksong, Trotter, Hoofs, Balky, and base repairs on Cherryleaf. Notices were left at each resident's door. This work is temperature and weather dependent.

- 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 continues this week. Tiger will be donating all of the plantings at no cost to the City.
- The City Engineer/Architect prepared plans and specifications for the Community Center remodel. The project was scaled back and rebid, as the costs for the entire remodel were too high. This item should go before City Council on October 6th, once references have been reviewed.
- Bids for the FY 2020 Grass Hill Elevated Water Storage Tank Rehabilitation Project were opened and City Council approved A & M Construction and Utilities as the contractor for this project. We expect this project to start in mid-November, when water usage is lower.
- Staff is preparing 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 should go before Council on October 6th and 20th.
- Staff and the City Engineer are working on rewrites to the sub-division code. This should be presented to City Council in October.
- The SAWS W-2 Huebner Creek sewer main replacement project will start in October. 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. The staff is working with SAWS to get a project schedule.
- We are still working on getting the lights on the Evers Road bridge repaired. The light system was heavily damaged by a storm in late April and parts for the system were unavailable. We have now procured the parts and the electrician will be out this week to install and troubleshoot the system.
- The Intern that was working on the Public Works accreditation project was offered a job in Ohio, so he has returned all items and we are now trying to finish up in-house, so we can submit our policies and procedures to the American Public Works Association for peer review.
- The Crew is working on modifications to the Ridge at Leon Valley detention pond.
- The Crew is repairing the sidewalk along Rimkus Drive that was caused by a water main repair.
- The Crew mowed in Mow Zone 1 (Evers and Huebner).
- The Crew continues to disinfect the restrooms at parks.
- The new speed radar sign on the southbound side of Evers Road at Adair was installed.
- The Crew removed the dead tree at the corner of Redbird and Huebner Roads.
- The Crew repaired the Animal Control shed.
- The Crew cleaned out the creek on Grass Hill.
- The Crew installed benches at The Ridge at Leon Valley Park.
- The Crew repaired the faucets in restrooms at Raymond Rimkus Park.
- The Crew continues to videotape sewer mains in Linkwood.
- Performed water leak detection city-wide and have now repaired all but two of the detected leaks.
- The Crew cleaned the Taylor elevated water storage tank last Thursday.
- The Crew installed new water valves at Raymond Rimkus Park.
- The Crew repaired the water main break on Poss Road.
- The Crew installed a new water valve in Raymond Rimkus Park.
- Maintenance Crew Foreman Michael Tristan took the class to become a Licensed Irrigation Technician and is now waiting to find an open testing facility. There may be one available in Austin.

- Meetings/Events
  - The Tree Advisory Board will meet on September 28th, at 6:00 pm, at Public Works.
  - The Park Commission will meet on October 8th at Raymond Rimkus Park, at the rain garden.
  - Staff is attending bi-monthly webcast meetings with the United States 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
  - 9-05-20 – 6100 Stirrup Lane – Emergency Detention – One Arrested/Released to Hospital
  - 9-07-20 – 6700 Timberhill – Traffic Stop – One Cited/Released – Vehicle Impounded
  - 9-10-20 – 6800 Bandera Rd. – Traffic Stop – One Cited/Released – Vehicle Impounded
  - 9-10-20 – 5900 Bandera Rd. – Theft of Service – One Cited/Released
  - 9-11-20 – 6100 Bandera Rd. – Interference with Public Duties
  - 9-11-20 – 5600 Evers Rd. – Assault Family Bodily Injury – One Arrested/Transported to Jail
  - 9-12-20 – 7100 Bandera Rd. – Assault Family Bodily Injury – One Arrested/Transported to Jail
  - 9-12-20 – 5600 Evers Rd. – Warrant Arrest – One Arrested/Transported to Jail
  - 9-12-20 – 6100 Bandera Rd. – Traffic Stop – One Cited/Arrested – Driving While Intoxicated
  - 9-13-20 – 6900 Huebner Rd. – Traffic Stop – One Cited/Arrested – Possession PG 1 less 1 gram
  - 9-17-20 – 6200 Grissom Rd. – Assault – One Arrested/Transported to Jail
  - 9-17-20 – 6600 Bandera Rd. – Theft \$100-\$750 – One Arrested/Transported to Jail
  - 9-20-20 – 5900 Wurzbach Rd. – Traffic Stop – One Arrested – Possession Controlled Substance – Vehicle Impounded
  - 9-22-20 – 6100 Bandera Rd. – Traffic Stop – One Cited/Released – Vehicle Impounded
  - 9-24-20 – 5300 Bandera Rd. – Public Intoxication – One Transported to Intoxication Center
  - 9-24-20 – 6000 Grissom Rd. – Emergency Detention – One Arrested/Released at Hospital
  - 9-25-20 – 6900 Bandera Rd. – Traffic Stop – One Cited/Released – Vehicle Impounded
  - 9-25-20 – 7200 Horse Whip Dr. – Emergency detention – One Arrested/Transported to Hospital
  - 9-25-20 – 6206 Setting Sun – Emergency Detention – One Arrested/Transported to Hospital
  - 9-26-20 – 7400 Huebner Rd. – BCSO Warrant – One Arrested/Transported to Jail
  - 9-26-20 – 7000 Bandera Rd. – Emergency Detention – One Arrested/Released at Hospital
  - 9-26-20 – 5400 Wurzbach Rd. – DWI Crash – One Arrested for Intoxication Manslaughter
  - 9-27-20 – 5300 Wurzbach Rd. – Emergency Detention – One Arrested/Released at Hospital
- Significant Calls
  - 9-07-20 – 7400 Linkwood – Injured Animal
  - 9-07-20 – 6700 Poss Rd. – 911 Hang-up
  - 9-07-20 – 6200 Grissom Rd. – 911 Hang-up
  - 9-07-20 – 7000 Huebner Rd. – Burglary of a Vehicle
  - 9-07-20 – 6200 Grissom Rd. – Disturbance
  - 9-07-20 – 5300 Wurzbach Rd. – Alarm
  - 9-07-20 – 5600 Evers Rd. – Suspicious Person
  - 9-07-20 – 7400 Linkwood Dr. – Alarm
  - 9-07-20 – 6600 Countess Adair – Disturbance
  - 9-07-20 – 7200 Bandera Rd. – Suspicious Person
  - 9-07-20 – 6400 Bandera Rd. – Disturbance
  - 9-07-20 – 6300 Grissom Rd. – Alarm
  - 9-07-20 – 6200 Grissom Rd. – Burglary of a Vehicle

- 9-07-20 – 6400 Evers Rd. – Violation of City Ordinance
- 9-08-20 – 6800 Bandera Rd. – Alarm
- 9-08-20 – 6900 Bandera Rd. – Crash
- 9-08-20 – 6000 Forest Shadow – Theft
- 9-08-20 – 6500 Grissom Rd. – Crash
- 9-08-20 – 7100 Grass Hill – Theft
- 9-08-20 – 5600 N.W. Loop 410 – Crash
- 9-08-20 – 6900 Bandera Rd. – Theft
- 9-08-20 – 6100 Wurzbach Rd. – Criminal Trespass Warning
- 9-08-20 – 6800 Evers Rd. – Alarm
- 9-08-20 – 6600 Grissom Rd. – Alarm
- 9-08-20 – 6200 Forest Bend – Disturbance
- 9-08-20 – 4900 Hodges – Suspicious Person
- 9-08-20 – 5900 Forest Ridge – Crash
- 9-08-20 – 5600 Evers Rd. – Disturbance
- 9-08-20 – 5600 Evers Rd. – Civil Matter
- 9-08-20 – 5500 Grissom Rd. – Crash
- 9-08-20 – 5800 Bandera Rd. – 911 Hang-up
- 9-08-20 – 6000 Grissom Rd. – Disturbance
- 9-09-20 – 6300 Balky Dr. – Disturbance
- 9-09-20 – 6600 Bandera Rd. – Alarm
- 9-09-20 – 7000 Bandera Rd. – 911 Hang-up
- 9-09-20 – 5900 Wurzbach Rd. – Welfare Check
- 9-09-20 – 7400 Huebner Rd. – Violation of City Ordinance
- 9-09-20 – 5600 Grissom Rd. – Assist the Public
- 9-09-20 – 6700 Bandera Rd. – Found Open Door
- 9-09-20 – 6700 Bandera Rd. – Damaged to Property
- 9-09-20 – 6600 Bandera Rd. – Disturbance
- 9-09-20 – 6200 Bandera Rd. – Suspicious Person
- 9-09-20 – 5900 Wurzbach Rd. – Threats by Phone
- 9-09-20 – 6900 Bandera Rd. – Theft
- 9-09-20 – 6200 Bandera Rd. – Criminal Mischief
- 9-09-20 – 5600 Bandera Rd. – Theft
- 9-09-20 – 5600 Evers Rd. – Violation of City Ordinance
- 9-09-20 – 5600 Evers Rd. – Theft
- 9-09-20 – 6000 Bandera Rd. – Alarm
- 9-09-20 – 5900 Bandera Rd. – Criminal Trespass Warning
- 9-10-20 – 5900 Bandera Rd. – Crash
- 9-10-20 – 5600 Grissom Rd. – Burglary of a Vehicle
- 9-10-20 – 6800 Bandera Rd. – Alarm
- 9-10-20 – 7300 Whithers Ln – Found Open Door
- 9-10-20 – 7700 Eckhert Rd. – Alarm
- 9-10-20 – 5900 Bandera Rd. – Theft
- 9-10-20 – 7400 Huebner Rd. – Disturbance
- 9-10-20 – 6600 Bandera Rd. – Alarm
- 9-10-20 – 6700 Timberhill – Information
- 9-10-20 – 7100 Bandera Rd. – Crash
- 9-10-20 – 6300 Bandera Rd. – Theft
- 9-10-20 – 7400 Huebner Rd. – Disturbance
- 9-10-20 – 7000 Bandera Rd. – Crash
- 9-11-20 – 6300 Rue Marielyne – Disturbance

- 9-11-20 – 6100 Bandera Rd – Violation of City Ordinance
- 9-11-20 – 7100 Larksong – Disturbance
- 9-11-20 – 6500 Bandera Rd. –Crash
- 9-11-20 – 6800 Bandera Rd. – Crash
- 9-11-20 – 7100 Huebner Rd. – Alarm
- 9-11-20 – 6100 Bandera Rd. – Crash
- 9-11-20 – 6400 Bandera Rd. – Theft of a Vehicle
- 9-11-20 – 6600 Bandera Rd. – Alarm
- 9-11-20 – 5600 Evers Rd. – Suspicious Person
- 9-11-20 – 5900 Wurzbach Rd. – Disturbance
- 9-11-20 – 6600 Grissom Rd. – Disturbance
- 9-11-20 – 5900 Wurzbach Rd. – Disturbance
- 9-11-20 – 5700 Evers Rd. – Crash
- 9-11-20 – 5600 Evers Rd. – Dog bite
- 9-11-20 – 5600 Bandera Rd. – Crash
- 9-11-20 – 5500 Bandera Rd. – Criminal Trespass Warning
- 9-11-20 – 6800 Bandera Rd. – Crash
- 9-11-20 – 7000 Bandera Rd. – Crash
- 9-11-20 – 6300 Sunview – Theft
- 9-12-20 – 6700 Bandera Rd. – Alarm
- 9-12-20 – 6500 Halter Lane – Criminal Mischief
- 9-12-20 – 6000 Cammie Way – Criminal Mischief
- 9-12-20 – 7500 Huebner Rd. – Criminal Mischief
- 9-12-20 – 6100 Rue Sophie – Missing person
- 9-12-20 – 6300 Bandera Rd. – Crash
- 9-12-20 – 5900 Bandera Rd. – Crash
- 9-12-20 – 6800 Bandera Rd. – Assault
- 9-12-20 – 5300 Wurzbach Rd. – Theft of a Vehicle
- 9-12-20 – 6100 Forest Crest N – Alarm
- 9-12-20 – 6000 Bandera Rd. – Burglary
- 9-12-20 – 6300 Evers Rd. – Disturbance
- 9-12-20 – 5600 Evers Rd. – Suspicious Vehicle
- 9-12-20 – 7000 Weathered Post – Alarm
- 9-12-20 – 5700 Evers Rd. – Disturbance
- 9-12-20 – 7400 Horsetail – Alarm
- 9-12-20 – 5400 Grissom Rd. – Theft \$2500 - \$30000
- 9-12-20 – 5700 Evers Rd. – Disturbance
- 9-12-20 – 5900 Bandera Rd. – Theft of service
- 9-12-20 – 7300 Canterfield – Alarm
- 9-13-20 – 5600 Bandera Rd. – Suspicious Person
- 9-13-20 – 6600 Bandera Rd. – Theft \$0-\$100
- 9-13-20 – 6200 Grissom Rd. – Disturbance
- 9-13-20 – 5300 Wurzbach Rd. – Theft \$,2500 - \$30,000
- 9-13-20 – 6800 Twinspur – Found Open Door
- 9-13-20 – 5900 Bandera Rd. – Alarm
- 9-13-20 – 6700 Bandera Rd. – Alarm
- 9-14-20 – 7100 Bandera Rd. – Alarm
- 9-14-20 – 7100 Bandera Rd. – Disturbance
- 9-14-20 – 6000 Exchange Pkwy – Suspicious Person
- 9-14-20 – 5500 Bandera Rd. – Disturbance
- 9-14-20 – 6300 Bandera Rd. – Disturbance

- 9-14-20 – 6600 Bandera Rd. – Alarm
- 9-14-20 – 5600 Bandera Rd. – Disturbance
- 9-14-20 – 6500 Forest Grove – Disturbance
- 9-14-20 – 6800 Sunlight – Disturbance
- 9-14-20 – 5700 Bandera Rd. – Crash
- 9-14-20 – 5600 Grissom Rd. – Crash
- 9-14-20 – 5300 Wurzbach Rd. – Violation of City Ordinance
- 9-14-20 – 7200 Bandera Rd. – Theft
- 9-14-20 – 7200 Bandera Rd. – Burglary of a Building
- 9-14-20 – 6500 Bandera Rd. – Crash
- 9-14-20 – 6700 Bandera Rd. – Alarm
- 9-14-20 – 5600 Bandera Rd. – Theft
- 9-14-20 – 7200 Bandera Rd. – Burglary of a Building
- 9-14-20 – 6500 Bandera Rd. – Criminal Mischief
- 9-15-20 – 4900 Althea – Theft
- 9-15-20 – 7200 Bandera Rd. – Burglary of a Building
- 9-15-20 – 6600 Bandera Rd. – Crash
- 9-15-20 – 6900 Huebner Rd. – Crash
- 9-15-20 – 5700 Bandera Rd. – Crash
- 9-15-20 – 5700 Bandera Rd. – Crash
- 9-15-20 – 5900 Bandera Rd. – Crash
- 9-15-20 – 5600 Grissom Rd. – Disturbance
- 9-15-20 – 6600 Bandera Rd. – Alarm
- 9-15-20 – 5900 Wurzbach Rd. – Assault
- 9-16-20 – 5400 Bandera Rd. – Alarm
- 9-16-20 – 5900 Bandera Rd. – Crash
- 9-16-20 – 5300 Evers Rd. – Burglary of a Vehicle
- 9-16-20 – 6300 Evers Rd. – Runaway
- 9-16-20 – 5700 N.W. Loop 410 – Crash/Hit and Run
- 9-16-20 – 7000 Forest Way – Disturbance
- 9-16-20 – 5900 Wurzbach Rd. – Disturbance
- 9-16-20 – 6300 Evers Rd. – Return Runaway
- 9-16-20 – 6600 Bandera Rd. – Alarm
- 9-16-20 – 7000 Forest Grove – Runaway
- 9-16-20 – 6400 Red Jacket – Civil Matter
- 9-16-20 – 6800 Huebner Rd. – Crash
- 9-16-20 – 5600 N.W. Loop 410 – Crash
- 9-17-20 – 7000 Bandera Rd. – Alarm
- 9-17-20 – 6300 Bandera Rd. – Suspicious Vehicle
- 9-17-20 – 6400 Bandera Rd. – Fraud
- 9-17-20 – 6600 Bandera Rd. – Burglary of a Vehicle
- 9-17-20 – 6300 Bandera Rd. – Alarm
- 9-17-20 – 5900 Wurzbach Rd. – Damaged Property
- 9-17-20 – 6800 Bandera Rd. – Violation of City Ordinance
- 9-17-20 – 6300 Rue Marielyne – Disturbance
- 9-17-20 – 5600 Evers Rd. – Theft \$100-\$750
- 9-17-20 – 6000 Grissom Rd. – Disturbance
- 9-17-20 – 5900 Wurzbach Rd. – Disturbance
- 9-17-20 – 6500 Bandera Rd. – Alarm
- 9-17-20 – 5400 Bandera Rd. – Alarm
- 9-17-20 – 6600 Bandera Rd. – Alarm

- 9-17-20 – 7000 Bandera Rd. – Alarm
- 9-17-20 – 6800 Bandera Rd. – Violation of City Ordinance
- 9-18-20 – 5400 Bandera Rd. – Terroristic threats
- 9-18-20 – 5600 Bandera Rd. – Animal Call
- 9-18-20 – 6700 Bandera Rd. – Crash
- 9-18-20 – 7100 Bandera Rd. – Theft
- 9-18-20 – 6600 Bandera Rd. – Alarm
- 9-18-20 – 6400 Evers Rd. – Suspicious Vehicle
- 9-18-20 – 8700 Cinnamon Creek – Assault/Family Violence
- 9-18-20 – 6200 Grissom Rd. – Disturbance
- 9-18-20 – 5200 Evers Rd. – Burglary of a Vehicle
- 9-18-20 – 6600 Bandera Rd. – Crash
- 9-18-20 – 7000 Forest Ridge – Suspicious Person
- 9-18-20 – 6200 Grissom Rd. – Crash
- 9-18-20 – 5900 Wurzbach Rd. – Civil Matter
- 9-18-20 – 6200 Grissom Rd. – Civil Matter
- 9-19-20 – 7200 Huebner Rd. – Assist the Public
- 9-19-20 – 5600 Bandera Rd. – Suspicious Person
- 9-19-20 – 6500 Redbird – Theft <\$100
- 9-19-20 – 6300 Rue Marielyne - Disturbance
- 9-19-20 – 6600 Bandera Rd. – Assault by Contact
- 9-19-20 – 6400 Evers Rd. – Disturbance
- 9-19-20 – 6000 Bandera Rd. – Alarm
- 9-19-20 – 6400 Evers Rd. – Found Open Door
- 9-19-20 – 5500 Bandera Rd. – Found Open Door
- 9-19-20 – 6600 Bandera Rd. – Alarm
- 9-19-20 – 6600 Bandera Rd. – Alarm
- 9-20-20 – 6500 Grissom Rd. – Crash
- 9-20-20 – 6300 Bandera Rd. – Alarm
- 9-20-20 – 7100 Bandera Rd. – Alarm
- 9-20-20 – 5900 Bandera Rd. – Disturbance
- 9-20-20 – 5600 Evers Rd. – Suspicious Person
- 9-20-20 – 6000 Forest Shadow – Suspicious Person
- 9-20-20 – 6300 Bandera Rd. – Alarm
- 9-20-20 – 6800 Bandera Rd. – Suspicious Vehicle
- 9-20-20 – 7300 Canterfield – Disturbance
- 9-20-20 – 6600 Bandera Rd. – Alarm
- 9-20-20 – 7100 Bandera Rd. – Alarm
- 9-20-20 – 7300 Canterfield – Criminal Mischief
- 9-21-20 – 5900 Bandera Rd. – Crash Hit and Run
- 9-21-20 – 6600 Bandera Rd. – Theft
- 9-21-20 – 7000 Bandera Rd. – Terroristic Threats
- 9-21-20 – 6800 Bandera Rd. – Crash
- 9-21-20 – 6700 Peachtree – Criminal Mischief
- 9-21-20 – 7100 Bandera Rd. – Alarm
- 9-21-20 – 6900 Bandera Rd. – Theft \$0-\$100
- 9-21-20 – 6600 Bandera Rd. – Disturbance
- 9-21-20 – 6300 Rue Marielyne – Disturbance
- 9-21-20 – 7000 Forest Way – Disturbance
- 9-21-20 – 6600 Huebner Rd. – Suspicious Person
- 9-21-20 – 6600 Cloverbend – Found Open Door



- 9-21-20 – 6600 Bandera Rd. – Assault
- 9-21-20 – 6900 Bandera Rd. – Crash
- 9-21-20 – 6400 Evers Rd. – Disturbance
- 9-21-20 – 6600 Bandera Rd. – Alarm
- 9-21-20 – 7100 Bandera Rd. – Alarm
- 9-21-20 – 5900 Wurzbach Rd. – Criminal Mischief
- 9-22-20 – 5300 Wurzbach Rd. – Burglary of a Vehicle
- 9-22-20 – 6300 Bandera Rd. – Alarm
- 9-22-20 – 7200 Trace Buckle – Damage to Property
- 9-22-20 – 7100 Bandera Rd. – Crash
- 9-22-20 – 7100 Bandera Rd. – Alarm
- 9-22-20 – 6700 Poss Rd. – Disturbance
- 9-22-20 – 6600 Bandera Rd. – Alarm
- 9-22-20 – 6800 Bandera Rd. – Crash
- 9-22-20 – 5400 Bandera Rd. – Alarm
- 9-23-20 – 6800 Poss Rd. – Theft < \$100
- 9-23-20 – 6200 Grissom Rd. – Disturbance
- 9-23-20 – 6100 Bandera Rd. – Theft of a Vehicle \$1500 - \$20000
- 9-23-20 – 6700 Huebner Rd. – Assault Family Violence
- 9-23-20 – 6600 Bandera Rd. – Alarm
- 9-23-20 – 6700 Peachtree – Theft
- 9-23-20 – 5700 Grissom Rd. – Crash
- 9-23-20 – 6600 Bandera Rd. – Alarm
- 9-23-20 – 6100 Wurzbach Rd. – Alarm
- 9-23-20 – 6600 Bandera Rd. – Alarm
- 9-23-20 – 7300 Ellerby Point – Suspicious Person
- 9-23-20 – 5600 Evers Rd. – Disturbance
- 9-23-20 – 6100 Bandera Rd. – Disturbance
- 9-23-20 – 5500 Bandera Rd. – Alarm
- 9-24-20 – 5900 Wurzbach Rd. – Disturbance
- 9-24-20 – 6400 Bandera Rd. – Suspicious Person
- 9-24-20 – 7000 Bandera Rd. – Civil Matter
- 9-24-20 – 5600 N.W. Loop 410 – Crash
- 9-24-20 – 5600 Evers Rd. – Deadly Conduct
- 9-24-20 – 5900 Wurzbach Rd. – Suspicious Person
- 9-24-20 – 6800 Sunlight Dr. – Suspicious Person
- 9-24-20 – 7200 Trace Buckle – Disturbance
- 9-24-20 – 5500 Saffron Way – Credit Card Abuse
- 9-24-20 – 5700 Evers Rd. – Disturbance
- 9-24-20 – 6600 Bandera Rd. – Alarm
- 9-24-20 – 7400 Canterfield – Open Door
- 9-24-20 – 6600 Grist Mill – Open Door
- 9-24-20 – 7000 Bandera Rd. – Assault
- 9-24-20 – 6600 Bandera Rd. – Alarm
- 9-24-20 – 6400 Bandera Rd. – Threats
- 9-25-20 – 5900 Bandera Rd. – Crash
- 9-25-20 – 6600 Bandera Rd. – Crash (Power Line)
- 9-25-20 – 6400 Bandera Rd. – Criminal Mischief
- 9-25-20 – 7200 Bandera Rd. – Crash
- 9-25-20 – 5300 Saffron Way – Theft
- 9-25-20 – 5800 Wurzbach Rd. – Crash

- 9-25-20 – 7000 Bandera Rd. – Crash
- 9-25-20 – 5400 Nutmeg Trail – Alarm
- 9-25-20 – 6300 Rue Marielyne – Disturbance
- 9-25-20 – 6000 Mike Nesmith – Disturbance
- 9-25-20 – 6100 Wurzbach Rd. – Disturbance
- 9-25-20 – 6300 Evers Rd. – Suspicious Person
- 9-25-20 – 6600 Bandera Rd. – Alarm
- 9-25-20 – 6600 Bandera Rd. – Alarm
- 9-25-20 – 6300 Locker Ln. – Disturbance
- 9-25-20 – 5600 Bandera Rd. – Disturbance
- 9-25-20 – 7200 Horse Whip Dr. – Theft <\$100
- 9-25-20 – 5600 Bandera Rd. – Disturbance
- 9-26-20 – 6200 Bandera Rd. – Disturbance
- 9-26-20 – 6300 Rue Marielyne – Disturbance
- 9-26-20 – 7300 Reindeer Trail – Alarm
- 9-26-20 – 5600 Bandera Rd. – Disturbance
- 9-26-20 – 5600 Evers Rd. – Damage to Property
- 9-26-20 – 5500 Saffron Way – Disturbance
- 9-26-20 – 6900 Bandera Rd. – Crash
- 9-26-20 – 7500 Linkview – Suspicious Person
- 9-26-20 – 7300 Reindeer Trail – Alarm
- 9-26-20 – 5500 Bandera Rd. – Alarm
- 9-26-20 – 7000 Bandera Rd. – Alarm
- 9-26-20 – 5300 Brisa Estate – Alarm
- 9-26-20 – 5600 Bandera Rd. – Theft
- 9-26-20 – 7100 Bandera Rd. – Crash
- 9-26-20 – 7000 Bandera Rd. – Alarm
- 9-27-20 – 6900 Bandera Rd. – Crash Hit and Run
- 9-27-20 – 7100 Grissom Rd. – Terroristic threats
- 9-27-20 – 6100 Bandera Rd. – Disturbance
- 9-27-20 – 6300 Grissom Rd. – Alarm
- 9-27-20 – 7300 Whithers – Disturbance
- 9-27-20 – 6400 Evers Rd. – Suspicious Vehicle
- 9-27-20 – 7000 Forest Way – False Report to Police
- 9-27-20 – 6200 Grissom Rd. – Criminal Trespass Warning
- 9-27-20 – 6700 Peachtree Dr. – Alarm
- 9-27-20 – 6200 Rue Sophie – Crash
- 9-27-20 – 6800 Cherryleaf – Assault Family Violence
- 9-27-20 – 7100 Bandera Rd. – Alarm
- 9-27-20 – 6400 Bandera Rd. – Criminal Mischief
- 9-27-20 – 6700 Cherryleaf – Alarm
- 9-27-20 – 6800 Cherryleaf – Disturbance
- 9-27-20 – 5600 Bandera Rd. – 911 Hang-up
- Citations - 25
- Warnings – 52
- Criminal Investigation Unit
  - Two (2) Possession of a Controlled Substance <1 gram
  - One (1) Possession of a Controlled Substance 1<4 grams
  - One (1) Criminal Mischief \$750.00 < \$2500.00
  - One (1) Evading Arrest-Vehicle
- Additional CID Activity

- Sexual Assault-Known suspect
- Harassment
- Several Burglaries of Buildings
- Aggravated Robbery
- Two (2) Hit and Run investigations are ongoing
- Graffiti
- Theft
- Assault (Family- Bodily Injury)
- Auto Theft
- Aggravated Assault-Deadly Weapon
- Seventeen (17) vehicle were released
- Twelve (12) walk-ins were handled by CID
- Assisted in traffic control on 9/25/20 and 9/26/20
- Code Enforcement
  - Sixty-one (61) Violation of City Ordinance Door Tag Warnings Issued
  - Nineteen (19) Violation of City Ordinance Warning Letters Were Sent
  - Three (3) Violation of City Ordinance Citations were Issued
  - Ten (10) Abandoned/Junk Vehicles Were Tagged
  - Twenty Seven (27) Bandit Signs Were Removed
  - Twenty-one (21) Graffiti Complaints Resolved
  - Forty-eight (48) Grass/Weed Violations Delivered
  - Three (3) Pool Violations
  - Thirteen (13) Trash/Debris Complaints
  - One (1) Noise Violation
- Animal Control
  - Ten (10) Violation of City Ordinance Animal Control Related Warning Letters Were Sent
  - Fourteen (14) Animal Control Related Door Tag Warnings Were Issued
  - No Animal Control Related Citations Were Issued
  - Five (5) at Large Dog Calls Were Handled and None Were Located or Impounded
  - Six (6) 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 Deer, Two (2) Dead Dogs, One (1) Dead Cat and Two (2) Dead Skunks Were Recovered
  - One Cat was Trapped and Released as Part of TNR Program
- Traffic Unit
  - Moving Violations                    175
  - Non-Moving Violations            01
  - Warnings                                52
  - VCO                                        00
  - Vehicles Impounded                01
- Impound Lot
  - Moving Violations                    15
  - Non-Moving Violations            09
  - Warnings                                05
  - VCO                                        01
  - Vehicles Impounded                00
- Community Service
  - The Leon Valley Police Department continues to take the lead in assisting Texas Special Olympics. The Police Department were asked to star in three sperate commercials that will be

utilized over the next few months to highlight the organization. Officers organized and participated in a county wide fundraiser for Special Olympics Texas. Locally, the officers raised over \$3400 for the athletes.

- Officers participated in the Special Olympics Breakfast With Champions Breakfast, helping raise over \$65,000 for charity.
- Officers and firefighters participated in the 911 Memorial Tower Climb.
- Officers continue to assist with elderly citizens in need during this COVID pandemic. Officers have responded to delivery medicine, hand curtains, and remove debris for our elderly community.
- **Training**
  - All detective and supervisors attended Mobile Field Force Supervisor and Command Training.
  - Detectives completed sex offender registration training.
  - Officers completed Legislative Updates, Court Security, Crisis Intervention Training, Field Training Officer, Street Gangs, Vehicle Compartment Hiding Locations, Canine Encounters, Deaf and Hard of Hearing, De-escalation Techniques, Advanced Human Trafficking, Total Verbal De-Escalation, Community Safety Class, and Child Safety Alert.
  - Civil Disturbance response training and Sex Offender Registration training.

**Fire Department**

- The Fire Department is accepting donations for Breast Cancer Awareness Month.
- The Flood Warning sirens have been repaired and are functional now. Siren testing will resume on the first Friday of the month.
- Project Cool is still in effect. If any residents need a fan this summer, please make the request from the Fire Department.
- The Fire Department has provided our Color Guard to two separate events for funeral services.
- Due to the sudden death of Dr. Craig Manifold, our medical director, the Fire Department has been under the direction of Dr. David Miramontes with the University of Texas.
- **Department Statistics from 08/30/2020 – 09/30/2020**
- **Overall Responses**
  - Total Fire Department Calls for Services 216
  - Average response time 4:19
- **Fire Services**
  - Fire and Non-EMS Calls for Service to the community 41
- **EMS**
  - Emergency Medical Service Calls for Service to the community 175
  - COVID EMS Calls for Service 09
  - Motor Vehicle Accident Calls for Service 12
- **Mutual Aid**
  - Mutual Aid Requested by the Fire Department 04
  - Mutual Aid requested from the Fire Department 05
- **Fire Marshal Services**
  - Local Business Fire Inspections 46
  - Plan Reviews 19
  - Enforcement Citations 03

**Community Development Department**

- 2018 Comprehensive Plan Update
  - 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. The Commission anticipates making a recommendation to the City Council for the selection of a firm in early to mid-October 2020.

- Planning and Zoning Commission
  - The Planning and Zoning Commission held a Regular Meeting on Tuesday, September 22, 2020. The following items were discussed:
    - Update and discussion regarding a proposed mixed-use and townhome development at 6758 Poss Road.
    - Discussion and potential recommendation regarding the awarding of a contract for planning services for an update to the city's comprehensive master plan.
  - The next regular Planning and Zoning Commission meeting is tentatively scheduled for Tuesday, October 13, 2020. The following items are tentatively scheduled for consideration:
    - 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.
    - SUP-2020-05 – A Specific Use Permit for Outside Dining at 6526 Bandera Road.
    - SUP-2020-06 – A Specific Use Permit for Outside Dining at 5700 Wurzbach Road.
- 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 has the following development-related Items scheduled for consideration at the October 6, 2020, City Council meeting:
    - SUP-2019-07 - A Request by ARCA FV Properties, LLC, for a Specific Use Permit for Entertainment-Outdoor Use at 999 Shadow Mist. (1<sup>st</sup> Reading)
- Permitting and Records
  - Received 76 Building Permit Applications (including trade permits)
  - Issued 51 Building Permits (including trade permits)
  - Issued 6 Certificates of Occupancy
    - Telemind, Inc - 6502 Bandera Rd Ste 200.
    - Timber Hill Apartments Bldg. 9 - 5072 Timberhill Dr.
    - Nester Enterprises - 7326 Reindeer Trail
    - Fruits for Thoughts - 6519 Bandera Rd, San Antonio, TX 78238
    - S.C. Custom Airbrush and Design, LLC - 5504 Bandera Road Ste. 615

### **Business Relations - Economic Development**

- Attended Team meeting concerning violations at San Antonio Aquarium Animal Exhibit Drainage – 09/10/2020
- ACOG Webinar: Economic Development Workshop #5 in series – 09/10/2020
- Assisted with CARES Small Business Support
  - Carvel Skate Center
  - Stay Express Inn & Suites
  - Leon Valley City Café
- Attended IEDC Webinar: Cities and Businesses of Color: A Guide to Economic Growth – 09/14/2020
- Facilitated ONIT Team Meeting – 09/16/2020
- Facilitated teleconference call: White House Briefing
  - 09/16/2020
  - 09/30/2020
- Attended NW SA Chamber Event – 09/30/2020
- Assisted with contacting businesses regarding Mask Program – 09/17/2020
- Attended WEBINAR: Make Grant Station Work for You – 09/22/2020
- ACOG Webinar: Economic Development Workshop – 09/17/2020
- Attended meeting with owners of Leon Valley Café – 09/24/2020
- Attended OU EDI Virtual Training: CEcd Exam Mini-Prep Course – 09/24/2020

- Attended IEDC Webinar: Business Continuity Planning: COVID-19 & Hurricane Season – 09/24/2020
- ACOG Webinar: Economic Development Workshop – 09/24/2020
- Worked with Bexar County regarding the second program to provide masks to Small Businesses – 09/30/2020
- Participated in ACOG Comprehensive ED Strategy Committee meeting – 09/30/2020
- Attended Team meeting concerning unresolved issues at Seneca Plaza – 09/30/2020
- Responded to multiple inquiries as a point of contact between Ascension DePaul Services and City of Leon Valley to formalize the program and develop step-by-step procedures
- Collaborated with Maribel Mendoza to isolate issues with the live launch of Local Intel analytics
- Continued Small Business Mask distribution
- Disseminated information, programs, and opportunities to businesses, staff, and EDCD Committee members
- Maintained ON IT workbook
- Audit:
  - Economic Development welcome visit and in-person delivery of Certificate of Occupancy:
    - 6854 Bandera - The Gathering Place
  - Ongoing 2020 Business Audit to ensure Leon Valley Businesses have a valid certificate of occupancy.
    - Pre-food permit spot inspection:
      - 6461 Bandera – Quik Trip
      - 7094 Bandera – Jalisco Mexican Restaurant
      - 6803 Bandera – Dairy Queen
      - 6635 Bandera – Walgreens
      - 6750 Poss – Country Home Learning Center
      - 6200 Bandera – King Buffet
      - 7015 Bandera – Water City
      - 7802 Bandera – Wei Kee Chinese Restaurant
      - 5336 Wurzbach – Stay Express Inn & Suites
- Business Code Enforcement:
  - Investigate possible opening of the new liquor store – Unfounded
  - 6820 Bandera – Broken window and tall grass – Notice of Violation LETTER
  - 7247 Bandera – Fajita Express – Multiple violations. Site visit and Notice of Violation LETTER
  - 6505 Bandera – Adelope Shipping – No CO, outside storage, signage violations – Site visit and LETTER
  - 5900 NW Industrial – Site visit to discuss pending Cease & Desist if safety violations are not addressed
- Cease and Desist:
  - None

### **City Secretary**

- Prepared, posted and drafted City Council agendas.
- Worked on City Council Minutes.
- Completed Minutes for the Ethics Review Board; and drafted, posted agenda and sent out meeting packets.
- 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, Sample Ballot for availability to citizens.
- Processed Open Record Requests for the following:
  - Justin Pulliam
  - Evan Bohl

- Ed Alonzo
- 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:
  - Scheduled maintenance for the admin copy machine.
  - Scheduled routine Orkin treatment for the City Hall/LVPD/LVFD.

**Open Records Request Coordinator**

- Since the last report, we have received 15 open record requests. As requested by City Council, we are including the names of those who submitted the 15 requests. The requestors were:
  - Annette F. Nuncio
  - Justin Pulliam
  - Jorge A. Cantu
  - Evan Bohl
  - Justin Pulliam
  - Emily Schelnick
  - Catherine Rodriguez
  - Phillip Campos
  - Phillip Campos
  - Phillip Campos
  - Phillip Campos
  - Lisa Martin
  - Peter McGraw
  - Eric Chung
  - RaMona Davis
- The Leon Valley Police Department processed 72 open record requests for incident/crash reports.

**Library**

- September 2020 Library Accounts
  - Active Accounts: 3917
  - New Accounts: 4
  - Renewed Accounts: 48
- Circulation Statistics (Curbside)
  - September Total: 794
- Members Saved (by using the library | materials only)
  - September Total: \$9,697.56
  - FY20 Total: \$194,165.25
- September Programs
  - Adult/Teen: 3 programs, 26 attendees
  - Children: 25 programs, 269 attendees
- Upcoming Programming (October 2020)
  - School Age Crafts Tuesdays at 4:30 p.m.
    - October 6<sup>th</sup>: 3D Pumpkin
    - October 13<sup>th</sup>: Monster
    - October 20<sup>th</sup>: Ghost Magnet
    - October 27<sup>th</sup>: 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
- LEGO Challenge Reveal
  - Geared towards Elementary age students & up
  - October 10<sup>th</sup> at 11:00 a.m.
- Teen & Adult Crafts
  - Geared for teens and adults
  - October 17<sup>th</sup> at 11:30 a.m. – Creepy Crawly Spiders
  - October 24<sup>th</sup> at 12:30 p.m. – Fall Tea Light
  - Supplies will be available on the library porch for pick up.
- Community Coffee
  - October 23<sup>rd</sup> at 10:30 a.m.
- Virtual Book Club
  - October 13<sup>th</sup> at 6:00 p.m. – Choose Your Own Book
- Special Events
  - October 30<sup>th</sup> at 4:30 p.m. – Monster Mash Virtual Dance Party
  - October 31<sup>st</sup> at 10:30 a.m. – Halloween Craft Grab Bag

### **Upcoming Events:**

- Regular City Council Meeting is scheduled for Tuesday, October 6, 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, October 20, 2020, at 5:15 p.m. in Council Chambers.
- League of Women Voters Candidate Forum, October 7, 2020, at 6:00 p.m. in the Conference Center. (this event will be done virtually)
- 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 13, 2020.
    - The Tree Advisory Board will meet on September 28th, at 6:00 pm, at Public Works.
    - The Park Commission will meet on October 8th at Raymond Rimkus Park, at the rain garden.
- Fire Prevention Week, Sunday, October 04, 2020, through Saturday, October 10, 2020.
- Early Voting, Tuesday, October 13, 2020, through Friday, October 30, 2020.
- Election Day, Tuesday, November 03, 2020.