



CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM

DATE: November 30, 2018
TO: Mayor Chris Riley and City Council Members
FROM: Kelly Kuenstler, City Manager
SUBJECT: Pre City Council Meeting Report

Human Resources

- Vacant Positions
 - Eight Firefighter Paramedics; currently advertising. City decided against hiring only a fire fighter or a paramedic but continuing with the tradition of requiring both credentials.
 - One receptionist; person in background.

Public Works

- Projects:
 - The contractor for the Cades Cove project is finishing up by working on the mill and overlay of asphalt.
 - Clark Construction has started the mill and overlay of Stirrup Lane, Stirrup Circle, and Forest Pine, as well as a seal coat on numerous other streets, intends to start construction this week. They are replacing non-ADA curb ramps this week.
 - RCO Construction will start on the Bluebird water main extension this week. Once the water main is complete, they will start on the Poss Rd sewer main replacement.
 - The Evers Road bridge project is just about complete. The contractor finished up the limestone caps on the ends of the bridge, the plaque for Marine Lt. Corporal Perez was installed, and the contractor is waiting on the creek to dry up before installing the hydro-mulch to the banks of the creek. Other minor punch list items are being performed. The parking areas at the library and Conference Center were seal coated.
 - The subcontractor for the LC-17 project is still working on the box culverts under El Verde.
 - Land clearing for the new sewer main extension at 7520 Huebner Road has begun. The contractor on Cades Cove will be the contractor installing the main, with help from the Public Works Crew; however, the site is still too wet to work.
 - Work on The Ridge at Leon Valley Park walking path is in progress. The remaining area in this new park is being cleared in order to make room for the planned improvements.
 - Staff is working on bid documents for the rehabilitation of the Grass Hill above ground water storage tank and the Year 2 Street Maintenance Program.
 - The City Engineer is working on plans for the bio-swale to be installed at Raymond Rimkus Park Forest Meadow entrance. The project will be let for bidding.
 - Working on creation of bid documents for Shadow Mist Park parking lot materials. Once received, the LC-17 contractor will install – expected date is end of January.

- The Assistant Director received a grant from AACOG in the amount of \$20,000 for new recycling kiosks for the parks and we are in the process of ordering the kiosks.
- The Assistant Director will be attending the Certified Flood Plain Management continuing education class on November 29th.
- We are scheduling a forklift class for crews so they will properly and safely operate the new forklift.
- We will be scheduling the final backhoe training class in December for the crew who took the first portion last fiscal year.

Police Department

Please see below information on police activity over the listed period. Have a great day!

- Arrest
 - 11-10-18 – 6600 Forest Haven – Emergency Detention – One arrested/released at hospital
 - 11-10-18 – 6300 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-11-18 – 6000 Exchange Pkwy – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-11-18 – 5400 Hurley – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-12-18 – 6400 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-12-18 – 6700 Timberhill – Traffic Stop – One arrested for possession of Marijuana < 2 oz. – Vehicle Impounded
 - 11-12-18 – 6400 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-13-18 – 5600 Evers Rd. – Disturbance – One arrested for Assault/Bodily Injury-Family Violence
 - 11-13-18 – 6200 Evers Rd. – Emergency Detention – One arrested/released at hospital
 - 11-14-18 – 5600 Bandera Rd. – Theft \$100-750 – One arrested for offense
 - 11-15-18 – 5900 Bandera Rd. – Emergency Detention – One arrested/released at hospital
 - 11-15-18 – 6600 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-16-18 – 5400 Wurzbach Rd. – Traffic Stop – One arrested for DWI – Vehicle Impounded
 - 11-16-18 – 6300 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-16-18 – 6300 Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-16-18 – 7000 Forest Grove – City Ordinance Violation – Vehicle Impounded
 - 11-16-18 – 6800 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-16-18 – 5900 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-17-18 – 6100 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-17-18 – 5400 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-17-18 – 6700 Sunlight – Traffic Stop – One arrested for possession of Marijuana < 2 oz. – Vehicle Impounded
 - 11-17-18 – 5600 Bandera Rd. – Theft \$100-750 – One arrested for offense
 - 11-17-18 – 5600 Bandera Rd. – Theft < \$100 - One arrested for offense - cited/released
 - 11-17-18 – 6100 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-17-18 – 5400 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-18-18 – 6200 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-18-18 – 6300 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-18-18 – 5600 Bandera Rd. – Theft < \$100 – One arrested for offense, active warrant and Possession of a Controlled Substance
 - 11-19-18 – 6600 Gristmill – Emergency Detention – One arrested/released at hospital
 - 11-18-18 – 6500 Bandera Rd. – Traffic Stop – One arrested on active warrants – Vehicle Impounded
 - 11-19-18 – 5400 Wurzbach Rd. – Traffic Stop – One cited/released – Vehicle Impounded
 - 11-20-18 – 6100 Sawyer – Suspicious Person – One cited/released – Possession of Drug Paraphernalia
 - 11-21-18 – 5600 Bandera Rd. – Theft < \$100 – One arrested for offense - cited/released

- 11-22-18 – 5600 Bandera Rd. – Theft < \$100 – One arrested for offense - cited/released
- 11-22-18 – 6500 Bandera Rd – Wanted Person – One arrested on active warrant
- 11-22-18 – 6500 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-22-18 – 6200 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-22-18 – 6300 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-22-18 – 5900 Bandera Rd. – Traffic Stop – One cited/released – Two Vehicles Impounded
- 11-22-18 – 5900 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-23-18 – 6600 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-23-18 – 5500 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-23-18 – 6600 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-24-18 – 5700 Wurzbach Rd. – Traffic Stop - One cited/released – Vehicle Impounded
- 11-25-18 – 5900 Seneca – City Ordinance Violation – Vehicle Impounded
- Significant Calls
 - 11-10-18 – 6400 Bandera Rd. – Two Crashes
 - 11-10-18 – 5600 Evers Rd. – Criminal Mischief
 - 11-10-18 – 6300 Handsome Lake – Assault
 - 11-11-18 – 6000 Bandera Rd. – Reckless Driver
 - 11-11-18 – 5700 NW Loop 410 – Burglary of a Vehicle
 - 11-12-18 – Bandera Rd. @ Reindeer Trail – Reckless Driver
 - 11-12-18 – 5400 Bandera Rd. – Alarm
 - 11-12-18 – 5300 Caraway – Found open garage door
 - 11-12-18 – 6200 Stirrup Lane – City Ordinance Violation X2
 - 11-12-18 – 6200 Walking Gait – City Ordinance Violation
 - 11-12-18 – 7300 Crownpiece – City Ordinance Violation
 - 11-12-18 – 7200 Trace Buckle – City Ordinance Violation
 - 11-12-18 – 6100 Forest Wood – City Ordinance Violation
 - 11-12-18 – 7100 Forest Pine – City Ordinance Violation
 - 11-12-18 – 5600 Bandera Rd. – Theft
 - 11-12-18 – 6600 Bandera Rd. – Crash
 - 11-13-18 – Bandera Rd. @ Seneca – Hit and Run Crash
 - 11-13-18 – 6600 Cherry Leaf – Suspicious person
 - 11-13-18 – 6000 Bandera Rd. – Crash
 - 11-13-18 – Bandera Rd. @ NW Loop 410 – Reckless Driver
 - 11-13-18 – 7000 Forest Meadow – Theft
 - 11-13-18 – 6800 Bandera Rd. – Reckless Driver
 - 11-14-18 – 5600 Bandera Rd. – Theft
 - 11-14-18 – 6400 Bandera Rd. – Crash
 - 11-14-18 – 6600 Peachtree – Burglary/Habitation
 - 11-14-18 – 6100 Forest Wood – Forgery
 - 11-14-18 – 6600 Bandera Rd. – Crash
 - 11-14-18 – 5700 NW Loop 410 – Hit and Run Crash
 - 11-14-18 – 7400 Huebner Rd. – Crash
 - 11-14-18 – 6900 Forest Meadow – Theft
 - 11-14-18 – 6100 Bandera Rd. – Crash
 - 11-14-18 – 7600 Deer Lane – City Ordinance Violation
 - 11-15-18 – 7400 Huebner Rd. – Found Contraband
 - 11-15-18 – 6500 Grissom Rd. – Crash
 - 11-15-18 – 7200 Forest Meadow – Burglary/Habitation
 - 11-15-18 – 8000 Lobo Lane – Crash
 - 11-15-18 – 5700 Bandera Rd. – Crash
 - 11-15-18 – 5600 Poppyseed Run – City Ordinance Violation

- 11-15-18 – 7000 Bandera Rd. – Alarm
- 11-15-18 – 6500 Bandera RD. – Crash
- 11-16-18 – 6700 Timberhill – Criminal Mischief
- 11-16-18 – 5600 Bandera Rd. – Crash
- 11-16-18 – 6400 Bandera Rd. – Crash
- 11-16-18 – 6400 Stable – Theft
- 11-16-18 – 5600 Bandera Rd. – Assault
- 11-16-18 – 5600 Bandera Rd. – Assault
- 11-16-18 – 7000 Bandera Rd. – Criminal Trespass
- 11-16-18 – Bandera Rd. @ NW Loop 410 – Crash
- 11-16-18 – 7000 Bandera Rd. – Criminal Trespass
- 11-16-18 – 5900 Wurzbach Rd. – Theft of a Vehicle
- 11-16-18 – 7200 Bandera Rd. – Crash
- 11-16-18 – 7000 Bandera Rd. – Crash
- 11-16-18 – 5400 Bandera Rd. – Forgery
- 11-17-18 – 7300 Whithers Lane – Theft/Vehicle
- 11-17-18 – 7700 Forest Bend N. – City Ordinance Violation
- 11-17-18 – 5600 N.W. Loop 410 – Crash
- 11-17-18 – 5400 Wurzbach Rd. – Crash
- 11-17-18 – 7300 Crownpiece – City Ordinance Violation
- 11-17-18 – 5800 Bandera Rd. – Crash
- 11-17-18 – 5800 Bandera Rd. – Crash
- 11-17-18 – 5700 Bandera Rd. – Crash
- 11-18-18 – 5600 Bandera Rd. – Theft < \$100
- 11-18-18 – Bandera Rd. at Grissom Rd. – Crash
- 11-18-18 – 7300 Whithers Lane – City Ordinance Violation X2
- 11-18-18 – 7400 Linkmeadow – Found open door
- 11-18-18 – 7300 Canterfield – Found open garage door
- 11-18-18 – 5300 Brisa Estate – Found open garage door
- 11-18-18 – 5600 Bandera Rd. – Theft
- 11-19-18 – 6100 Bandera Rd. – Harassment
- 11-19-18 – 5600 Evers Rd. – Suspicious Circumstances
- 11-19-18 – 6300 Rue Marilyn – Suspicious Person
- 11-19-18 – 6900 Bandera Rd. – Crash
- 11-19-18 – 5600 Bandera Rd. – Forgery
- 11-19-18 – 6100 Stirrup Ln. – City Ordinance Violation
- 11-19-18 – 5400 Nutmeg Trail – City Ordinance Violation X2
- 11-19-18 – 6100 Rue Lilliane – City Ordinance Violation
- 11-19-18 – 6000 Rue Sophie – City Ordinance Violation
- 11-19-18 – 7300 Withers Ln. – City Ordinance Violation
- 11-19-18 – 7400 Highstepper – City Ordinance Violation
- 11-19-18 – 6600 Sally Agee – Found open garage door
- 11-19-18 – 7000 Wagon Spoke – Found open garage door
- 11-20-18 – 5600 Poppyseed Run – Found open garage door
- 11-20-18 – 5700 Watercress – Found open garage door
- 11-20-18 – 6400 Bandera Rd. – Found open door (business)
- 11-20-18 – 6700 Forest Haven – Found open garage door
- 11-20-18 – 6000 Rue Lilliane – Found open garage door
- 11-20-18 – 6000 Rue Lilliane – Found open vehicle trunk
- 11-20-18 – 6000 Bandera Rd. – Crash
- 11-20-18 – 5600 Evers Rd. – Assault

- 11-20-18 – 6400 Bandera Rd. – Crash
- 11-20-18 – 5600 Bandera Rd. – Burglary of a Vehicle
- 11-20-18 – 6400 Bandera Rd. – Suspicious Person
- 11-20-18 – 5600 Evers Rd. – Assault/Family Violence
- 11-20-18 – 7000 Forest Meadow – Theft < \$100
- 11-20-18 – Wurzbach Rd. at Exchange Pkwy – Found property
- 11-21-18 – 6400 Evers Rd. – Found property
- 11-21-18 – 6400 Red Jacket – Animal call (deer)
- 11-21-18 – 6600 Charles Field – Found property
- 11-21-18 – Bandera Rd. at Wurzbach Rd. – Crash
- 11-22-18 – 3200 Savory Glen – Theft
- 11-22-18 – 5900 Bandera Rd. – Suspicious Vehicle
- 11-22-18 – 7200 Trace Buckle – City Ordinance Violation
- 11-23-18 – 5700 Bandera Rd. – Found open door on box truck
- 11-23-18 – 6300 Evers Rd. – Suspicious person
- 11-23-18 – 6000 Rue Lilliane – Found open garage door
- 11-23-18 – 6600 Bandera Rd. – Hit and Run Crash
- 11-23-18 – 6600 Peachtree – Assault
- 11-23-18 – 6800 Bandera Rd. – Crash
- 11-24-18 – 5900 Bandera Rd. – Suspicious person
- 11-24-18 – 6600 Bandera Rd. – Suspicious person
- 11-24-18 – 5700 Wurzbach Rd. – Suspicious person
- 11-24-18 – 6500 Trotter - City Ordinance Violation
- 11-24-18 – 7200 Bridle Path – City Ordinance Violation
- 11-24-18 – 6400 Stable – Found open garage door
- 11-25-18 – 6300 Handsome Lake – City Ordinance Violation
- 11-25-18 – 6500 Sun Hollow – City Ordinance Violation
- 11-25-18 – 6100 Desert Sun – City Ordinance Violation
- 11-25-18 – 5900 Seneca – City Ordinance Violation
- 11-25-18 – 7400 Linklea – City Ordinance Violation
- 11-25-18 – 5400 Nutmeg Trail – City Ordinance Violation
- Traffic Citations - 192
- Warnings – 53
- Cases filed by CID (1):
 - One (1) Possession of Controlled Substance < 1 gram
- CID Activity/Active Investigations and Additional Activity
 - Theft case is still under investigation, items from pawn shop in Lubbock, Texas being recovered.
 - Controlled substance possession and family violence case is still active.
 - Continuous sexual assault of child investigation is ongoing.
 - Murder case is still being actively worked.
 - Auditor criminal cases are being prepared.
 - Completed Google/YouTube search warrants
 - Downloaded four (4) videos for District Attorney's Office
 - The auction lists for coins and weapons were worked on. Bids for weapons have been received.
- Code Enforcement
 - (12) Junked/abandoned/illegal vehicles tagged and two citations given
 - (15) Grass/weed violations were handled
 - (15) VCO letters sent
 - (05) Graffiti Incidents
 - (120) Five bandit signs were seized
 - (02) Trash complaints

- (02) Noise Complaints
- Animal Control
 - (02) At large dog calls
 - (01) Stray Dog
 - (08) Missing Animals
 - (12) Dead Deer
- Traffic Unit
 - The Traffic Unit officers were assigned to school zones before and after school and worked on several reported neighborhood speeding/traffic concerns including 6600 Bandera at the Walgreens, Evers/Poss Bandera/Seneca, Leon Valley Elementary, Marshall High School on Lobo Ln, Monte Robles and in the 6100-6600 block of Evers.
 - Reporting Period Activity:
 - Moving Violations 61
 - Non-Moving Violations 08
 - Warnings 10
 - VCO 09
 - Vehicles Impounded 10
- Training
 - Officer J. Vasquez attended an eight-hour Human Trafficking training course.
 - Sgt. Trevino completed 32-hour TCOLE mandated New Supervisor Training.
- Volunteer Activity
 - Officers collected canned food for the Food Bank and delivered the cans to the LVFD for a bulk donation.
 - The officers and numerous citizens helped collect \$3500 in cash donations for Blue Santa.
 - Sgt. Urdiales conducted active shooter training at South Texas Dental Associates.

Fire Department

- San Antonio Food Bank - East vs West “Friendly Competition to Fill the Shelves” The East was PW & Library, while the West was PD, FD & Admin. West collected a total of 933 LBS while East collected a total of 329 LBS. The City of Leon Valley accomplished collectively 1,262 lbs. of food donations to the SA Food Bank.
- Air Bag Training – The team completed Air bag training this week which is pertinent for vehicle stabilization and patient extrication during auto accidents.
- Vehicle Safety Implementation -The team created a daily, weekly and monthly vehicle inspection inventory books for each vehicle.
- Flood Magnet Emergency and Non-Emergency Phone Numbers – Flood Magnet revision has been approved by Ms. Kuentler. Chief Salvaggio will confirm the quantity for the 2019 purchase.
- Blue Santa- FD teamed up with PD on 11/23/18 to collect funds to be used to purchase toys for Blue Santa. FD will proudly be assisting PD again on Friday 11/30/18 from 2-6 pm as we fill the boot to collect funds to continue to support Blue Santa.
- Holiday Event - Sandy and Lisa are planning the holiday event for all Leon Valley employees and City Council being held on Thursday, December 13 from 11:30am – 1:30pm. This consists of preparing food, games, prizes, etc.
- Census 2020 – Lisa Martin and Sandy Underwood met with Richard Castanon, U.S. Census Bureau to plan and implement locally-based outreach campaign for the City of Leon Valley to prepare our city for a complete and accurate count by generating participation. This consists of creating a resolution, press release as well as a Community Census Committee to ensure a great representation (Business, Religious Groups, Education, 2 residents, Seniors, Chamber of Commerce Member, and Leon Valley Staff). The campaign will be completed by way of digital access, social media, events, local resources, business/corporations/foundations.

Community Development Department

- Zoning Code/Comprehensive Plan Revisions
 - The Zoning Commission has also held meetings in September and October to discuss revisions to the City's zoning code. Those meetings focused on discussing mixed-use and redevelopment, particularly along the Bandera Road Corridor. However, the current comprehensive plan and future land use plan (which is a component of the Comprehensive Plan) do not go into a lot of detail on these topics; particularly on Bandera Road.
 - The Comprehensive Plan is a policy document, created by the community that guides among many things, the formulation/implementation of zoning. So it's important that discussion regarding mixed-use, redevelopment, and infill occur at a comprehensive planning and community level first, before the zoning code revision process continues. Meetings to discuss potential updates/revisions to the Comprehensive Plan will begin following the New Year.
- Zoning Cases
 - The next Zoning Commission meeting is scheduled for Tuesday, December 11, 2018. The following items are scheduled for consideration:
 - An amendment to Article 15.02, Zoning Ordinance of the City of Leon Valley Code of Ordinances, regarding institutional uses including churches, museums, Libraries, schools, clubs, and lodges, in the B-1, B-2, and B-3 zoning districts.
 - A request for an amendment to the future land use plan of the City's Comprehensive plan regarding the property generally located at 6800 Evers Road.
 - Zone Change request from R-1 & B-2, to B-3 for approximately 9 acres at 6800 Evers Road (St. John's Baptist Church).
 - Request for a Specific Use Permit for a Church at 6800 Evers Road (St. John's Baptist Church).
 - A Replat and Subdivision Plat for the Timberhill Apartments; generally located south of Grissom Road, east of Timber Hill Drive.
 - The zoning commission met on November 27, 2018, and made the following decisions:
 - Request for a Specific Use Permit for Assembly/Packaging at 5413 Bandera Road. **Approved**
 - Request for a Specific Use Permit for Entertainment Indoor at 7228 Bandera Road. **Approved**
 - Request for a Specific Use Permit for a Kennel at 6746 Poss Road. **Approved**
- Board of Adjustment
 - There are currently no future Board of Adjustment meetings scheduled.
- Plats
 - Staff has an open replat request by Huebner Dirt Investments Ltd. for 2.418 acres located on Huebner Road. The replat would potentially create 3 lots. The land is undeveloped and is currently zoned B-1 and B-2. The applicant plans to request a rezoning of the property and has postponed his plat application until that time. An SUP will also be required for new commercial development on the site because it is adjacent to residential zoning.
 - Staff is anticipating the submittal of a replat or a vacating plat request for the easement located just west of the termination of Huebner Road, in the Old Mill Subdivision. The owner of the easement is hoping to replat the easement as public right of way to provide access to the 18 acre tract to the west, so it can be developed for single-family residential lots.
 - Staff is reviewing an Amending Plat for the property currently developed as the Leon Valley Storage. An amending plat is necessary to reconfigure existing lots to allow for new buildings on the property.
- City Council
 - The City Council is scheduled to consider the following Community Development Department

related items at their December 4, 2018 meeting:

- Request for a Specific Use Permit for Assembly/Packaging at 5413 Bandera Road. (1st Reading).
- Request for a Specific Use Permit for Entertainment Indoor at 7228 Bandera Road. (1st Reading)
- Request for a Specific Use Permit for a Kennel at 6746 Poss Road. (1st Reading)
- An amendment to Article 15.02 of the Zoning Code regarding institutional uses including churches, museums, and libraries in the R-3, R-3A, R-4, & R-5 Districts. (2nd Reading)
- An Ordinance amending Article 15.02, Zoning Ordinance, of the City of Leon Valley Code of Ordinances, establishing the “R-1L” Large-Lot Single Family Zoning District and associated use and development standards. (2nd Reading)
- An amendment to Article 15.02 of the Zoning Code regarding procedures of the Board of Adjustment and criteria for evaluating requests for appeals, special exceptions, and variances. (2nd Reading)
- Permitting and Records
 - 30 Walk-In customers were served.
 - 46 Permits were processed or are in progress.
 - 5 Certificates of Occupancy were applied for.
 - 1 Certificate of Occupancy was issued.

Economic Development

- Businesses that Received Certificates of Occupancy
 - 7312-7314 Reindeer - Dexter Stain & Coatings (Office & Storage Warehouse Facility)
- Business Relations Director has been shadowing the Fire and Code Inspector for the past three weeks. He will continue to do this for another week or two
- Business Relations Director has made contact with over 20 businesses
- Business Relations Director is producing a reference manual for the new position and training with Accela.
- Amendment to Leon Valley Café Lease & 380 Agreement Negotiations
- Business Relations Director was also involved in 2 cases where businesses had compliance issues.
- San Antonio College ED Course has been cancelled at the Fire Station for December, 2018. The college will reschedule in early 2019.
- Staff attended NW Chamber of Commerce lunch

City Secretary

- Since the last report, the City Secretary’s Office has received 25 open record requests. The requests were for: permit information, Red Light Camera items, planning/platting site plans, Staff emails, staff text messages, staff phone records, body cam videos, police reports and accident reports.
- City Council agendas and minutes; publication of recently adopted ordinances and agendas.
- Preparing for the May 04, 2019 General Election.
- Worked with Community Development to get the Zoning Commission into Granicus.
- Received a petition from citizens and began processing it.
- **Building Maintenance:**
 - Decorated the monument at City Hall for the Holidays!

Library

- Ancestry.com will not be available at the library any longer. It is not being used by members. We had four months when it was not accessed at all, other months averaged 1-2 users.

- We are working on our Excellence in Library Service 2018 application; winners will be announced in 2019.
- Currently working on three grants: Texas Book Festival for collection development, Tocker for computer chair /computer desk upgrade and Larsen for mystery collection development. All are due in January and will be announced in April 2019.
- **Christmas Holiday Hours:**

Saturday, December 22	10am – 2pm (normal hours)
Sunday, December 23	2pm – 6pm (normal hours)
Monday, December 24(Christmas Eve)	CLOSED
Tuesday, December 25 (Day)	CLOSED
Wednesday, Dec 26	10am – 6pm (normal hours)
- **New Year's Hours:**

Monday, December 31	10am – 4pm (closing 2 hours early)
Tuesday, January 1	CLOSED

Upcoming Events:

- Next Regular Council Meeting begins at 6:00 p.m. on Tuesday, November, December 4, 2018, at 6:00 p.m.
 - Next Regular City Council Meeting Tuesday, December 18, 2018, at 6:00 p.m.
 - Annual Breakfast with Santa on December 1, 2018, at the Community Center Sponsored by the Friends of the Leon Valley Public Library and the Leon Valley Public Library from 8:00 a.m. – 10:30 a.m.
 - Annual Christmas Tree Lighting December 3, 2018, at 5:30 p.m. at the Leon Valley Conference Center.
 - Movies in the Parking Lot, December 3, 2018, at 6:45 p.m. featuring Charlie and the Chocolate Factory.
 - Annual Reading with Rudolph/Magic Reindeer Food Event on December 19, 2018, at 10:30 a.m. at the Leon Valley Library.
 - Annual Polar Express Reading, Hot Chocolate and Nougat and Visit from Special Guest on December 20, 2018, at 6:30 p.m. at the Leon Valley Library.
 - Annual Town Hall Meeting, Saturday, January 26, 2019, from 8:30 a.m. until 12:30 p.m. at the Conference Center.
- Committee Meetings:
 - Beautification Committee Meeting schedule for December 5, 2018, at 4:15 p.m. at the Fire Department Training Room.
 - Special Zoning Commission meeting will meet on December 11th, 2018, at 6:30 p.m., at City Hall.
 - Thursday, December 13, 2018, Library Trustee Board Meeting cancelled due to holidays.
 - Police Advisory Board meeting will be cancelled for the month of December.
 - The Park Commission will not meet in December. The next meeting will take place on January 10, 2019, at the Leon Valley Conference Center, 6421 Evers Road, at 6:30 pm.
 - Earthwise Living Day Committee meeting December 12, 2018, has been cancelled.
 - Tree Advisory Board meeting has been cancelled for the month of December.