



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: July 18, 2023
TO: Mayor Chris Riley and City Council Members
FROM: Crystal Caldera, City Manager
SUBJECT: Pre-City Council Meeting Report

Projects

In addition to outside agency review constraints, these projects may also be delayed by weather and supply chain slowdowns.

Seneca West Drainage Project

The contractor is about to move to Phase 2 of the project, which is the section between Aids Drive and Grass Hill. Grass Hill Drive will be closed from William Rancher to Samaritan Drive.

| | | | |
|------------------------|--------------------------|-------------|--------------------|
| 10/1/2020 | 4/2021 | 07/2022 | 2/2023 |
| Start Engineering | Submit to SARA for CLOMR | Bid project | Start construction |
| 12/2023 | 1/2024 | | |
| Substantial completion | Final completion | | |

Huebner Creek Greenway Hike & Bike Trail Section I

The contractor has finished the concrete work and will now complete the fencing. The trailhead and amenities are to be installed last.

| | | | | |
|---|--------------------------------|--|---|---|
| 4/23/21 | 5/13/21 | 7/27/21 | 8/12/21 | 9/14/21 |
| 30% plans submitted to TxDOT for review | TxDOT review committee meeting | 60% plan submittal to TxDOT for review | TxDOT review committee meeting | 100% plan submittal to TxDOT for review |
| 12/2021 | 5/2022 | 7/2022 | 8/2022 | 9/2022 |
| TxDOT review committee meeting | Advertise bids for Project | TxDOT concurrence with the lowest responsible bidder | Council approval of contract and bidder | Approval of Contract and bidder |
| 1/23 – 4/3/23 | 07/30/2023 | | | |
| Trail Construction | Final completion | | | |

(MPO) Reimbursement Grant-Huebner Creek Greenway Hike & Bike Trail Section II

We are in the process of engineering and design. We are trying to have plans ready by September.

Year 6 Street Maintenance

The City Engineer has designed a package for Year 6 Street Maintenance and bids were advertised on June 18th. The bids were opened on July 11th and the award will be placed on the August 1st Council agenda.

Huebner Elevated Storage Tank

The project is substantially complete, and the tank is to be placed back into service by the end of the week.

Huebner Road School Zone

An Interlocal Agreement with COSA was signed, and we are putting this project out for bid. Bids were opened on July 11th and will be placed on the August 1st and 15th City Council agendas for bid award and budget adjustment.

Huebner Creek Flood Control Project Phase 1

The engineer continues preparing the plans.

| Project Task | Approx. Deadline | Status |
|-------------------------------|------------------|----------|
| Hydrologic Analysis | May-23 | Complete |
| Preliminary Channel Alignment | Jun-23 | Complete |
| Survey and Utility | Jun-23 | Complete |
| Existing Hydraulic Analysis | Jul-23 | Complete |
| Proposed Hydraulic Analysis | Aug-23 | Ongoing |
| Finalize drainage design | Sep-23 | |
| Environmental Assessment | Sep-23 | Ongoing |
| Final Plans and Report | Oct-23 | |
| CLOMR Submittal To FEMA | Oct-23 | |

Wurzbach Road Sewer Main Replacement Project

Engineering has been completed and we are now advertising for bids. Bids were opened on July 11th and this item will be brought to City Council on August 1st and 15th for a budget adjustment and approval.

Building and Other Permits Issued

| Permit Type | # Issued |
|-------------|----------|
| Plumbing | 4 |
| Food | 9 |
| Animal | |
| Impact Fees | |
| Foundation | |

Fence
 Mechanical 4
 Electrical 3
 Accessory
 Signs
 Garage Sale 3
 Building
 Impact Fee 1
 Remodel
 Roof 2
 Utilities 1
 Fire

PLANNING AND ZONING

- Updating Master Plan
- Updating the Zoning Map
- 0 Huebner – Replat & PDD
- Triangle Property - Plat

OPEN RECORDS REQUESTS

| Request # | Name | Date Of Request | Description | Status | Days In Queue | Date Complete | Invoice Total | Amount Paid |
|-------------|---------------|-----------------|--|---|------------------|---------------|---------------|-------------|
| OR-2023-121 | Iris Ramos | 5/4/2023 | Case number E0064761. Violation DISREGARD STOP SIGN Issued: 4/21/2023 In Leon valley on Seneca dr around 840am to 900am just looking to get the video | Closed Due to Lack of Response | 23 | 7/10/2023 | \$ 21.00 | \$ - |
| OR-2023-129 | Kenneth Stein | 5/17/2023 | I need all available bodycam and/or dashcam footage from all officers present during the above referenced DWI arrest. Please include any related police reports or other documents | Closed Due to Lack of Response | 14 | 6/27/2023 | \$ 92.00 | \$ - |
| OR-2023-136 | Ruben Avalos | 5/21/2023 | Any or all I can do to handle my responsibilities in my obligations | Pending Response from Request for Clarification | Paused (61 days) | | \$ - | \$ - |
| OR-2023-139 | Lexitas Legal | 5/25/2023 | Date of Accident: 08/06/2021 Case ID: 202102689 Any and all records, including but not limited to, any files, actual photographs/negatives, inventory sheets, notes, dispatch logs/records, diagrams, officer's narratives, insurance records, invoices, accident or incident reports with supplements; correspondence; witness accounts/statements; sketches, charts or graphs; handwritten and/or typewritten notes, measurements, lab work results, video or audio recordings, dash cameras, recordings, COBAN and BWC footage, any witness information on day of accident and anything else reduced to writing or any other records retention medium in the possession, custody or control of the said facility. | Complete | 18 | 6/20/2023 | \$ 50.00 | \$ 50.00 |

| Request # | Name | Date Of Request | Description | Status | Days In Queue | Date Complete | Invoice Total | Amount Paid |
|-------------|--|-----------------|---|---------------------------------------|------------------|---------------|---------------|-------------|
| OR-2023-143 | Leslie Bacon Knopf | 5/30/2023 | Body Worn Camera Video - 7311 Crownpiece - 7307 Crownpiece; #202301180, #202301270; 4/8/2023 15:30, 4/17/2023 10:09 am; Name of one or more persons in the video: Olivia Espinosa | Requestor Granted a Request to Extend | Paused (14 days) | | \$ 79.00 | \$ - |
| OR-2023-151 | Cindy A. Izquierdo | 6/5/2023 | A lawsuit arising out of this incident (case # 2022CI22599) involving the plaintiff Rocio Diaz-Cervantes against Arturo Salazar III, who was the driver of a vehicle owned by my client. I represent the defendant company involved in the lawsuit. I am trying to obtain any and all body cam footage of the incident. As well as any all 911/CAD available. Thank you, Cindy A Izquierdo | Complete | 10 | 6/26/2023 | \$ 147.00 | \$ 147.00 |
| OR-2023-153 | Ty Castaneda, Kimley Horn and Associates | 6/7/2023 | I am looking for any plans that relate to the on-site drainage, construction civil plans, and/or drainage study for Timberhill Commons Apartment Complex off of Timberhill Dr. | Complete | 8 | 6/19/2023 | \$ - | \$ - |
| OR-2023-154 | Alexis Torres | 6/8/2023 | I am requesting a record of all swimming pool permits issued by all builders and owners from the year 2022 to the present. Please include all issued dates, addresses, and builder names. Thank you for your help and I look forward to hearing back from you. You can reach me through my email or call my direct line. My availability is Monday- Friday, 9am to 5pm apart from 11:30-12pm. | Complete | 7 | 6/19/2023 | \$ - | \$ - |
| OR-2023-155 | Hector Rivera | 6/8/2023 | I am conducting a security clearance background investigation on Michael Musquez and would like any and all court records related to him. I can provided identifiable information for him as needed, please contact me to obtain further details. | Complete | 4 | 6/14/2023 | \$ - | \$ - |
| OR-2023-158 | Edgar Esquivel | 6/13/2023 | ANY AND ALL RECORDS (WHETHER TYPED, HANDWRITTEN OR COMPUTER-GENERATED), PHOTOGRAPHS, PERTAINING TO AN INCIDENT INVOLVING THEODORE AMAYA AND OR MR./MS. DIXON AND/OR MR./MS. PENAFLORE THAT OCCURRED ON, 5/2/22, AT 12:22 PM, AT 6100 BANDERA RD/ 5500 WURZBACH RD, IN LEON VALLEY, BEXAR COUNTY, TEXAS (CRASH ID: 18885307 Cased ID: 202201207), including but not limited to any type of incident reports; accident reports; crash reports; investigative reports; supplemental reports; witness statements; office notes and/or field notes; telephone memos; measurements, diagrams, drawings, sketches, graphs and/or charts; and printouts of any type of data stored in electronic format, including email transmissions. | Complete | 2 | 6/15/2023 | \$ - | \$ - |
| OR-2023-159 | Siron Chambers | 6/13/2023 | I called 911 on December 31st to January 1st I'm not sure what time it was My phone number is ----- The address is 5622 evers road apartment 4708 my son's mother (Mamie Deputy) jumped off my 2nd floor balcony | Complete | 2 | 6/15/2023 | \$ - | \$ - |
| OR-2023-161 | Timothy Fanning | 6/14/2023 | Under the Texas Public Information Act, Tex. Gov't Code §552.001 et seq., I am requesting an opportunity to inspect or obtain copies of the police report related to the arrest of Lakey Hinson, a chalk artist, earlier this month. | Complete | 0 | 6/14/2023 | \$ - | \$ - |
| OR-2023-162 | James Ward | 6/14/2023 | 1. in an Excel Spreadsheet, 2. all your sworn officers regardless of their role (that is every single sworn staff member in the department), and 3. all the civilian staff who service your department with intelligence, research, and/or analysis for investigative or crime analysis support. For the officers and civilian staff described above, the following items are requested: First name, last name, work email address. Regarding confidential employees, such as undercover officers, you can withhold their information if you would like. If you are not the person/department that handles open records requests, my apologies. Please forward this request to the appropriate open record request official. | Complete | 3 | 6/19/2023 | \$ - | \$ - |

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| OR-2023-163 | Carolina Garcia - Maltos Law Firm | 6/14/2023 | If there are any fees for searching or copying these records, please inform me if the cost will exceed \$10. However, I would also like to request a waiver of all fees in that the disclosure of the requested information is in the public interest and will contribute significantly to the public's understanding of the incident. I am a reporter with the San Antonio Express-News and my request is related to news gathering purposes. This information is not being sought for commercial purposes. | Pending Payment | 20 | | \$ 22.00 | \$ - |
| OR-2023-164 | Ridgeway Towing | 6/16/2023 | I would like to request all communications between the companies who bid for the Towing contract and city officials. | Complete | 9 | 6/29/2023 | \$ - | \$ - |
| OR-2023-165 | Ridgeway Towing | 6/16/2023 | I would like to request all communications between city officials regarding the towing contract which was decided on 5/2/2023 city council meeting. | Complete | 7 | 6/27/2023 | \$ - | \$ - |
| OR-2023-166 | Ridgeway Towing | 6/16/2023 | I would like to request the minutes of any meeting relating to the towing contract recently awarded. | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-167 | Ridgeway Towing | 6/16/2023 | I would like to request any memoranda/ other documents prepared by city officials regarding the towing rfp #23-02. | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-168 | Ridgeway Towing | 6/16/2023 | I would like to request any notes prepared or written by city officials and evaluation/review committee regarding towing rfp #23-02. | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-169 | Ridgeway Towing | 6/16/2023 | I would like to request the RFP submitted by each bidder for project #23-02. I already have Ridgeway's bid. | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-170 | Ridgeway Towing | 6/16/2023 | I would like to request all scoring records regarding the rfp #23-02. | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-171 | Ridgeway Towing | 6/16/2023 | I would like to request all information provided to council members regarding rfp #23-02 on 4/4/2023 meeting and 5/2/2023 meeting. Handouts, emails, powerpoint. | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-172 | Ridgeway Towing | 6/16/2023 | I would like to request a copy of the towing contract entered into with Banis #23-02. | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-173 | JAMES AYALA with KENSS | 6/16/2023 | Body Worn Camera Video - Incident #202301659 - HINSON, JASHOA DEAN - 5/15/2023 - 6700 BANDERA | Complete | 1 | 6/19/2023 | \$ - | \$ - |
| OR-2023-174 | Bev Evans- Phase Engineering, LLC | 6/20/2023 | Phase Engineering LLC. is currently working on a Phase I Environmental Assessment of the property located at: Address: 5616 Bandera Road, San Antonio, Texas 78238 | Pending Response from Requestor for Clarification | 16 | | \$ - | \$ - |
| OR-2023-175 | Jacob Ucan | 6/20/2023 | Good afternoon, Alinsco insurance is the claims representative for Juan Perez. Mr. Perez reported that his vehicle was stolen from his possession on 06/02/2023 at around 01:35 PM. Alinsco insurance would like to request the theft report if available. Additional information: Location of theft: 5622 Evers Rd #4918, San Antonio, TX 78238 Vehicle involved: 2012 Hyundai Sonata GLS – License plate: ----- – VIN: ----- Case# 2023-01908 Thank you! | Complete | 1 | 6/21/2023 | \$ - | \$ - |
| OR-2023-176 | Mia Ratliff with Ross & Matthews, P.C. | 6/21/2023 | RE: Michael Anthony Ramos - Citation # E0064452. Any and all electronic recording related to the above-referenced cause. This request includes, but is not limited to, video and audio recordings taken by equipment in the officer's patrol car or by other means. | Complete | 3 | 6/26/2023 | \$ 16.00 | \$ 16.00 |

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| OR-2023-177 | Lexitas | 6/21/2023 | Any and all records, including but not limited to, any files, actual photographs/negatives, inventory sheets, notes, dispatch logs/records, diagrams, officer's narratives, insurance records, invoices, accident or incident reports with supplements; correspondence; witness accounts/statements; sketches, charts or graphs; handwritten and/or typewritten notes, measurements, lab work results, video or audio recordings and anything else reduced to writing or any other records retention medium in the possession, custody or control of the said facility, pertaining to: LVPD Case ID. 202201019, : 6400 El Verde Rd, Leon Valley Texas 78238, Incident Date: 04/13/2022 | Complete | 13 | 7/10/2023 | \$ 42.00 | \$ 42.00 |
| OR-2023-178 | Ruiz and Associates | 6/21/2023 | Body Worn Camera Video - Case # 202301938; 6/4/2023 @22:50; 5425 Nutmeg Trl; and Robert Tovar and Mary Tovar | Pending Acceptance of Fees | 15 | | \$ 143.00 | \$ - |
| OR-2023-179 | Beth Hull - Yellow Dog Reports | 6/22/2023 | 5-11-2023 Auto Theft GERALD RODRIGUEZ ----- ----- 2023-01613 ----- 2005 FORD FIVE HUNDRED | Complete | 2 | 6/26/2023 | \$ - | \$ - |
| OR-2023-180 | Leslie Sachanowicz | 6/22/2023 | Please provide all bodycams, Leon Valley EMT reports and incident reports relating to the events involving Larry Hall on February 25, 2021, at 7207 Gumtree Street, Leon Valley, TX, 78238 | Pending Response from Requestor | 14 | | \$ - | \$ - |
| OR-2023-181 | Ruiz and Associates | 6/22/2023 | Body Worn Camera Video - Incident # 202301938 | Pending Acceptance of Fees | 14 | | \$ 143.00 | \$ - |
| OR-2023-182 | Rodriguez Trial Law | 6/23/2023 | "9-1-1 communications, 9-1-1 audio files, Front/rear COBAN video/audio, dash cam video/audio, body camera video/audio, key card report, witness information from key card report, incident detail report, call for service sheet, witness notes, and other reports/notes/drafts with witness information". | Pending Acceptance of Fees | 13 | | \$ 179.00 | \$ - |
| OR-2023-183 | Leslie Bacon Knopf | 6/24/2023 | Body Worn Camera Video - 7307 Crownpiece, 7311 Crownpiece - Olivia Espinoza, Leslie Bacon Knopf | Pending Department Response | 12 | | \$ - | \$ - |
| OR-2023-184 | Leslie Bacon Knopf | 6/24/2023 | Body Worn Camera Video - 7307 Crownpiece, 7311 Crownpiece - Detective Massiattie, Olivia Espinoza, Leslie Bacon Knopf | Pending Acceptance of Fees | 12 | | \$ 51.00 | \$ - |
| OR-2023-185 | Leslie Bacon Knopf | 6/24/2023 | | Withdrawn by Requestor | 1 | 6/26/2023 | \$ - | \$ - |
| OR-2023-186 | Leslie Bacon Knopf | 6/24/2023 | City Hall meeting requested on 6/14/23 by Olivia Espinoza with the City Manager, Crystal Caldera, the Police Chief, David Gonzalez and the Mayor Chris Riley. | Complete | 11 | 7/11/2023 | \$ - | \$ - |
| OR-2023-187 | Kimberly Meneses | 6/25/2023 | I would like a copy of the arrest report of Haley Martinez on 6-4-2023. She was arrested for failure to identify/ giving false information. The arresting officer called me stating she gave my name Kimberly Meneses to avoid arrest. | Complete | 0 | 6/26/2023 | \$ - | \$ - |
| OR-2023-188 | Ralph Cardenas | 6/26/2023 | Fire report from Grissom Road Self Storage. I have property stored that was destroyed. | Complete | 1 | 6/27/2023 | \$ - | \$ - |
| OR-2023-189 | Cynthia A. Algueseva | 6/26/2023 | Request full incident report including cause for 21 June 2023, 4:00 am, fire located at Leon Valley RV Storage, 6200 Grissom Road Storage annex, Leon Valley TX. | Complete | 1 | 6/27/2023 | \$ - | \$ - |
| OR-2023-190 | Eden Rose Limon | 6/26/2023 | Report for June 23, 2023 at 5622 Evers road unit 5208 | Complete | 1 | 6/27/2023 | \$ - | \$ - |
| OR-2023-191 | Beverly Marcou - Law Offices of Troy A. Brookover | 6/27/2023 | EMS Billing Information for E. Esqueda | Pending Payment | 11 | | \$ 9.75 | \$ - |
| OR-2023-192 | Bill Mitchell | 6/27/2023 | Need the fire report for the fire at Leon Valley storage at 6200 Grissom Rd. Fire happened on 6/21/23 and my travel trailer was impacted. Insurance company needs fire report for the claim. | Complete | 0 | 6/27/2023 | \$ - | \$ - |

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|-------------|--|-----------------|--|-----------------------------|---------------|---------------|---------------|-------------|
| OR-2023-193 | Alfredo Canedo | 6/27/2023 | On November 30th 2022 EMS was dispatched to Country Home Learning Center on 6750 Poss Rd 78238. My son was having a seizure at daycare and EMS was called and dispatched. He was transported to Methodist childrens hospital. I need copy of reports and names of EMT personelle that was at the scene. Any medical reports that are available from the date of incident. | Complete | 2 | 7/10/2023 | \$ - | \$ - |
| OR-2023-194 | David G Gifford | 6/27/2023 | Request final record be emailed of Fire department and Police department reports for the Leon Valley Storage facility fire that occurred on Thursday, June 22nd 2023. The Fire Department case number is 23-1100. I do not know the police supplementary report number. Need both these reports for insurance purposes. | Complete | 2 | 6/29/2023 | \$ - | \$ - |
| OR-2023-195 | Lorie Ramirez | 6/28/2023 | Hello my name is Lorie Ramirez with the Forest Oaks apartments. I am requesting the fire report and any report that we can have for the fire that happened on May 4, 2023. | Complete | 1 | 6/29/2023 | \$ - | \$ - |
| OR-2023-196 | Keston Robles - Navy Recruiter | 6/28/2023 | RE: Joseph Mafolo - Please see attached. | Complete | 1 | 6/29/2023 | \$ - | \$ - |
| OR-2023-197 | Sebastian Gilder - Paragon | 6/28/2023 | RE: Kimberly Lucio - See attached. | Complete | 1 | 6/29/2023 | \$ - | \$ - |
| OR-2023-198 | Sahana Datta | 6/29/2023 | I would like to request individual case-level data. Specifically, I am requesting case-level data to include the following information: Violation date, offense, violation location, defendant name, defendant address, defendant race, defendant sex, defendant date of birth or age, plea, warrant issuance, case disposition, status, disposition date, total amount paid, fine amount, cost/fee amount, outstanding balance amount. | Pending Department Response | 9 | | \$ - | \$ - |
| OR-2023-199 | Lorie Ramirez | 6/29/2023 | Hello, My name is Lorie Ramirez with the Forest Oaks Apts located on 6313 Evers Rd. I am looking to obtain the police report from May 4th 2023. Can you please assist me with this request. | Complete | 2 | 7/3/2023 | \$ - | \$ - |
| OR-2023-200 | BBG - Angel Towers | 6/30/2023 | Please provide information / documentation on the below items associated with the subject property. Open/Active zoning code violations Open/Active building code violations Open/Active fire code violations Planning Approvals such as approved Variances, Special/Conditional Use Permits, Planned Unit Development Approval Records and Site Plan Approval) Please provide copies of any Open Building Permits. Are there any future construction plans to the right of way of the subject property? Certificate of Occupancy / Certificates of Completions / or Final Building Permit(s)A. Was a certificates of occupancy issued on the subject property? B. If so, how many units were approved during issuance? | Complete | 7 | 7/11/2023 | \$ - | \$ - |
| OR-2023-201 | Emma Richardson, Claims Adjuster for Progressive Insurance | 6/30/2023 | I am requesting a copy of Leon Valley Fire Department case #2301100. This request is made to satisfy an investigation under multiple Progressive Insurance claims. | Complete | 1 | 7/3/2023 | \$ - | \$ - |
| OR-2023-202 | Ricardo Diaz | 6/30/2023 | Report for Case #2301100 - Leon Valley Storage Fire incident on 6/21/2023 | Complete | 1 | 7/3/2023 | \$ - | \$ - |
| OR-2023-203 | Eden Limon | 7/2/2023 | 6/26/2023 at 5623 Evers rd San Antonio Texas unit 5208 AC motor smoked bad wiring between 9:40 and 10:45 pm | Complete | 6 | 7/11/2023 | \$ - | \$ - |
| OR-2023-204 | EFI Global inc. via John Hauze | 7/2/2023 | Fire report 6/21/2023 6200 Grissom Rd 78238 Investigation report - #2301100 | Complete | 0 | 7/3/2023 | \$ - | \$ - |
| OR-2023-205 | Barbara A. Costino | 7/2/2023 | Barbara Costino - 05/06/2023 - Citation # E0064806 - Number handwritten on citation, 202301534 not sure if it's a case #. VIOLATION - Criminal Mischief/class C | Complete | 0 | 7/3/2023 | \$ - | \$ - |
| OR-2023-206 | Ruben Tarango | 7/3/2023 | I would like to request any information on violations or citations issued to Vista Del Rey Apartments 5622 Evers Road. I don't know case numbers or if such records exist; however, I want to see what violations, complaints, or citations have been issued to my Apartment complex. From Aug. 2022 to the current date. This is in response to the recent fire, but would like to get additional information in regard to the property. | Complete | 0 | 7/3/2023 | \$ - | \$ - |
| OR-2023-207 | Emily Medina Gutierrez | 7/3/2023 | Good morning, I'm requesting a case #2301143 incident report ,thank you so much. | Complete | 0 | 7/3/2023 | \$ - | \$ - |

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| OR-2023-208 | Chloe Hartzell, South Alamo Regional Alliance for the Homeless | 7/3/2023 | I am requesting access to the 2023 (or whatever most up to date) GIS data for Leon Valley encampments. | Complete | 0 | 7/3/2023 | \$ - | \$ - |
| OR-2023-209 | Erica Hsu - LexisNexis | 7/3/2023 | Please accept this as the request for traffic data from 06/01/2023 – 06/30/2023. We would like the report to contain open and disposed cases as well as be inclusive of all case types that pertain to traffic related cases (Infractions, Misdemeanors, Violations, etc.). We are looking for all cases with an action date (filed date, violation date, conviction date) within the range of requests. We would like the report to be in the same format as the last report we received that was a .xlsx file with the following column headers in this order: FIELD NAME Citation Violation Name Defendant Address Defendant City Defendant State Defendant Zip Offense Viol Date/Time Filed Date Status Date/Time Statute Status and Status Description | Complete | 6 | 7/11/2023 | \$ - | \$ - |
| OR-2023-210 | Ruben Tarango | 7/3/2023 | This is an open records request to include NEW DATES From September 2022 until the present date. I need this to include records from the recent fire last week. | Pending Department Response | 7 | | \$ - | \$ - |
| OR-2023-211 | Data Driven Safety/ Verisk | 7/3/2023 | I would like to request the Conviction/Val report for the month of May & June 2023 from the municipal court in XML format. I'm requesting the; Name Citation Violation Disposition Viol Date/Time Filed Date Name Status Status Date/Time Conviction Date Offense Statute | Complete | 6 | 7/11/2023 | \$ - | \$ - |
| OR-2023-212 | Emily medina Gutierrez | 7/3/2023 | Good Afternoon, My name is Emily Medina Gutierrez and Joaquin Velez we requested a case and we got the wrong one. I would like to get a copy of the incident that happened at June 27th around 5:45pm at Vista De Rey there was a Fire at building 39th the case number is FD#2301143 PD#202302260. | Complete | 6 | 7/11/2023 | \$ - | \$ - |
| OR-2023-213 | Chloe Hartzell, South Alamo Regional Alliance for the Homeless | 7/5/2023 | GIS (Geographic Information systems) data from Leon Valley for 2023. Data should be in latitude/longitude and/or addresses. | Complete | 4 | 7/11/2023 | \$ - | \$ - |
| OR-2023-214 | Chloe Hartzell, South Alamo Regional Alliance for the Homeless | 7/5/2023 | Most recent GIS (Geographic Information System) Data from Leon Valley. The data will be in Latitude/Longitude and/or addresses. | Complete | 0 | 7/5/2023 | \$ - | \$ - |
| OR-2023-215 | Thomas J Henry PLLC | 7/6/2023 | Any and all incident investigation records including but not limited to, all supplements, interoffice memorandum, chemical analysis test requests and results, investigation records and reports, Leon Valley Police Department reports and supplements, field notes, Police reports, 911 records and recordings, dispatcher records, dispatch logs, memorandums, notes, telephone messages and conversation notes, color prints of photographs, copies of audio and/or video tapes, Leon Valley Police Department car cam video(s), COBAN or body cam video and or drone video, witness statements, drawings, diagrams, accident reconstruction team records and reports, any/all information and/or documents relating to causation of the accident, event information detail, event chronology logs, case detail sheets, case response logs, all data in connection with requests for support and services rendered by EMS and/or police department, and other data compilation in any form pertaining to the incident referenced above. In short, I am requesting all documents or information, which were created or reviewed in reference to the investigation of the above referenced accident. | Complete | 4 | 7/10/2023 | \$ - | \$ - |
| OR-2023-216 | Jose R Lopez Jr | 7/7/2023 | I would like a copy of the Leon Valley Fire Department Case #2301100 | Complete | 2 | 7/11/2023 | \$ - | \$ - |
| OR-2023-217 | Vista Del Rey Apartments | 7/7/2023 | Vista Del Rey apartments Fire in building 39 June 27,2023 - need the fire report | Complete | 2 | 7/11/2023 | \$ - | \$ - |
| OR-2023-218 | Herrman and Herrman PLC | 7/7/2023 | RE: B. Hartman - LVFD EMS Information | Complete | 2 | 7/11/2023 | \$ - | \$ - |
| OR-2023-219 | Leslie M Bacon Knopf | 7/7/2023 | Copy of Police Report #202302312 made by Patrol Officer A. Gonzalez on 7/1/23. 911 call originating from 7307 Crownpiece. | Pending Department Response | 3 | | \$ - | \$ - |

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|-------------|--|-----------------|---|----------|---------------|---------------|---------------|-------------|
| OR-2023-220 | Anna Marie Perales | 7/7/2023 | Would like a copy of Fire Department case number 2301100 for our records and to submit to repair facility for our RV that was housed at the facility. Date of incident 06/21/2023 at Leon Valley Storage, 6200 Grissom Rd, San Antonio, TX 78238. | Complete | 1 | 7/10/2023 | \$ - | \$ - |
| OR-2023-221 | Alan James | 7/7/2023 | Need all police and fire department reports concerning a fire at 6235 Setting Sun, Leon Valley, TX 78238 that happened on February 21st, 2019 at approximately 2220 hours. Fire was at my father's house (Charles Hayward James) and date/time information was obtained from notification letter presented to my father by Deputy Fire Marshall Eric Burnside (see Attachment). | Complete | 2 | 7/11/2023 | \$ - | \$ - |
| OR-2023-222 | Andy Reardon, Fire Investigator, Donan Engineering | 7/8/2023 | I am requesting the fire department incident report for the storage unit fire on 6/23/23 at the Leon Valley Storage, 6200 Grissom Road, San Antonio, TX 78238. Thank you. | Complete | 0 | 7/11/2023 | \$ - | \$ - |
| OR-2023-223 | Emily medina Gutierrez | 7/10/2023 | Good Afternoon, my name is Emily i would like to receive a copy of the Fire Disaster that happened on June 27th,2023 around 5:45 pm at Vista Del Rey. Case Number FD #2301143 PD #202302260 | Complete | 1 | 7/11/2023 | \$ - | \$ - |
| OR-2023-224 | LexisNexis | 7/11/2023 | LVFD Case # 2301100 - Burned Trailer: 2015 Diamond Cargo | Complete | 0 | 7/11/2023 | \$ 2.00 | \$ 2.00 |
| OR-2023-225 | LexisNexis | 7/11/2023 | LVFD Case # 2301100 - Leon Valley Boat Storage - Vehicle Burned | Complete | 0 | 7/11/2023 | \$ 2.00 | \$ 2.00 |
| OR-2023-226 | LexisNexis | 7/11/2023 | LVFD - Leon Valley Storage - Vehicle Burned - R. Grazier | Complete | 0 | 7/11/2023 | \$ 2.00 | \$ 2.00 |
| OR-2023-227 | Wanda I Webbe | 7/11/2023 | Fire at building # 39 on June 27, 2023. Vista Del Rey Apts. | Complete | 0 | 7/11/2023 | \$ - | \$ - |

CERTIFICATE OF OCCUPANCY

- 5959 Wurzbach, Apartments, Hidden Meadows, 5 buildings
- 5504 Bandera, Automotive repair, Arrowhead Classic Auto

PUBLIC WORKS

- Staff is preparing a bid package for the replacement of the El Verde water main.
- The engineer is in the design phase for the Hike & Bike Trail Segment II.
- Staff is working on a Capital Improvements Plan to be presented to City Council in the summer.
- Staff is working on an Impact Fee Study.
- Staff is preparing a water and sewer rate study for City Council.
- Staff is advertising bids for sewer televising and cleaning. Bids were opened on July 11th and the project will go to City Council for award on August 1st.
- Staff met with TCEQ to review the 2023 MS4 Stormwater report. They will send in the results of their review next month.
- Finishing sidewalks on Bally.
- Breaking up concrete at the LV Community Pool restrooms so the sewer line can be repaired.
- Installing speed pads on Thunderbird and Bluebird.
- Mowing Seneca Creek.
- Painted graffiti under the Bandera Road bridge and under Loop 410.
- Watering trees at parks.
- Repairing sprinklers at Raymond Rimkus Park.
- Unclogging sewer main at Hidden Meadow Apartments

FIRE DEPARTMENT

- The Fire Department responded to a large commercial fire at Vista Del Rey, building 39. The structure sustained major damage and we believe the buildings are a total loss. This required more than 40 firefighters to bring it under control. No residents or firefighters were injured.
- The Fire Department responded to a large fire in a commercial storage facility. Several travel trailers, motorhomes, boats, food trucks and other vehicles were heavily damaged along with the structure. This required 26 fire fighters to bring it under control.
- The Fire Department received 18 new box fans for donation. 6 box fans were distributed to LV residents.
- The Blessing Box is still accepting donations. If you know anyone in need of food, please have them come to the fire station for assistance.
- The Fire Department hired a new firefighter / Paramedic to fill 1 of three openings. The fire Chief also has interviewed 2 applicants for the open Deputy Fire Marshal's opening. The City has officially become a Storm Ready city through NOAA and NWS. We will be planning a proclamation on August 1st, 2023.

ECONOMIC DEVELOPMENT

- Had a site selection for new business to open a location within Leon Valley.
- Had meetings with property managers to push the City as a destination for their new clients.
- Added leasable properties in Leon Valley to the city website.
- Worked with the community relations director to get sponsors and vendors for the 4th of July event.
- Friday meet and greet with local business owners.
- Generated sales tax report for the month of July.
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UPCOMING LIBRARY PROGRAMS

- | | | |
|-------------------------|----------|--|
| • July 19 th | 10:30 am | Happy Tails Mobile Zoo |
| • July 20 th | 10:30 am | Li'l Explorers |
| • July 20 th | 1:00 pm | Intergenerational Game Day at the Senior Center |
| • July 20 th | 6:00 pm | We Are Not from Here by Jenny Sanchez (Teen Book Club) |
| • July 21 st | 10:30 am | Scavenger Hunt |
| • July 22 nd | 10:30 am | Drum Circle |
| • July 25 th | 10:30 am | Bilingual Program |
| • July 25 th | 2:00 pm | 3D Printed Rockets (School Age to Teens) |
| • July 26 th | 10:30 am | Adventurer's Club |
| • July 27 th | 10:30 am | Li'l Explorers |
| • July 27 th | 4:00 pm | Let's Make Ice Cream (Must Register for Event by July 24 th) |
| • July 28 th | 10:30 am | Community Coffee |
| • July 29 th | 10:30 am | End of Summer Reading Party |

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

https://www.leonvalleytexas.gov/sites/default/files/fileattachments/community/page/2719/cm_report_7-18-2023.pdf

OTHER MEETINGS AND EVENTS

- The next City Council Meetings will be Tuesday, August 4, 2023, at 6:30 pm, in Council Chambers.
- The Planning and Zoning Commission will meet on July 25, 2023 at 6:30 pm in the City Council Chambers