



CITY OF LEON VALLEY  
INTEROFFICE MEMORANDUM

**DATE:** October 17, 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 has moved to Phase 2 of the project, which is the section between Aids Drive and Grass Hill. Grass Hill Drive is closed to through traffic from William Rancher to Samaritan Drive. The contractor is installing wingwalls, base, and rip rap, and then paving certain sections.

10/1/2020	4/2021	07/2022	2/2023
Start Engineering	Submit to SARA for CLOMR	Bid project	Start construction
10/2023	11/2024		
Substantial completion	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 contractor continues the work. Hangtags are being placed on doors 72 hours prior to any streets being worked. The commercial/collector streets will be striped after the asphalt has had time to cure.

Seneca, between Evers and Bandera  
Timco West

Oct. 6<sup>th</sup> – Oct. 9<sup>th</sup>  
Oct. 11<sup>th</sup> – Oct. 12<sup>th</sup>

**Huebner Road School Zone**

We met with the contractor, The Levy Company, who informed us that the mast arms will take 16-24 weeks to deliver, so work won't start until December. Completion is anticipated by the end of February.

**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**

Staff met with Ram Utilities last week and their start date will be in October, as they have to order some manholes for the project.

**Building and Other Permits Issued**

<b>Permit Type</b>	<b># Issued</b>
Plumbing	8
Food	
Animal	1
Impact Fees	
Foundation	1
Fence	
Mechanical	5
Electrical	6
Accessory	
Gas	2
Garage Sale	5
Building	1
Impact Fee	
Remodel	
Roof	
Utilities	
Sign	
Fire	1
Access/driveway	1
Liquor license	

**PLANNING AND ZONING**

- Staff are currently holding monthly workshops with the P & Z commission to revise the Overlay Standards section of the code.

- Staff will schedule the zoning commissioners to serve as Capital Improvements Advisory Committee
- Staff will hold a BOA training workshop in Oct.
- Staff will be cleaning up old open permits that should be closed for accurate reporting – will be completed by Nov.
- Customizing Permitting Software – Ongoing as changes to the code are made.
- Scanning in Paper Documents - Long term project as time allows
- Staff will continue to reach out to colleges to help with revising the Master Plan
- Updating Zoning Map – Will be working with IT Director on this project.
- Creating a Welcome Packet – Will be completed by Nov
- Train New Hires/Contractors
- Creating Annual Report for Nov
- Triangle Property – Plat
- 5420 Grissom– Amending SUP
- 7016 Bandera – Replat
- 6406 Royalty Pt - Fence Variance
- 7213 Poss – Fire Code Appeal

### OPEN RECORDS REQUESTS

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2023-232	Kenneth A-G Lukasik	7/18/2023	Cause number 202300636, i am requesting any and all information concerning the following persons, Cheryl Hall Range, Darin Harwell, and Kenneth A-G Lukasik, any and all recordings, paper, audio, audio and visual documents, complaint forms, written or typed forms, evidence that was collected by Leon Valley Police Department and or Detective Raul Alanzo this year.	Pending TX OAG Ruling	Paused		\$ -	\$ -
OR-2023-249	Tanya Burke, Thomas J. Henry	8/1/2023	RE: Robert Weinerman; DOI: 05/24/2023 @ 8:26 AM; Location: NW Loop 410 & NW Loop 410 Access Road; Case #: 202301778. 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/and all information and/or documents relating to causation of the accident, event information detail, event chronology log, case detail sheets, case response logs, all data n connection with requests for support and services rendered by EMS and/or poli test. The Fire Chief at the time informed me. They could not give me copies of these test and I n	Closed due to lack of response	46	10/3/2023	\$ 28.00	\$ -
OR-2023-260	Orlando Velasquez, Esq.	8/4/2023	Date of Service: 11/30/2022, Run Number: 2202162, Incident Number: 2202162, Leon Valley Fire, Department, 6300 EL VERDE RD., LEON VALLEY, TX 78238 (210) 684-3219 Ext. TX DSHS #: 015034, Time: 14:32 14:32 14:32 14:32 14:32, 14:34 14:35, 14:50 15:04 15:08 15:38, 11-30-22 11-30-22 11-30-22, 11-30-22 11-30-22, 11-30-22 11-30-22, 11-30-22 11-30-22 11-30-22 11-30-22, Destination: Methodist Children's Hospital Dept: ED, 7700 FLOYD CURL, San Antonio, Bexar, TX 78229	Closed due to lack of response	42	10/3/2023	\$ -	\$ -
OR-2023-265	Leslie Bacon Knopf	8/9/2023	Please provide me with the Incident Report dated 8/3/23, # 2023-02790. Please also provide me with any and all communications between or separately with or about Olivia Espinoza, Lieutenant Munoz, Animal Control Officer J Garcia, Animal Control Officer G. Santos to include but not limited to Leslie Bacon Knopf. Please provide me with any and all video or recorded conversations submitted either in person, via email or by phone about or by Olivia Espinoza.	Pending TX OAG Ruling	Paused		\$ -	\$ -
OR-2023-269	Leslie Bacon Knopf	8/9/2023	Patient Medical Records	Complete	28	9/18/2023	\$ -	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2023-274	BRITTANY GUERRERO - Creswell Wrecker	8/15/2023	The current Police Tow contract and two most recent tow reports	Closed due to lack of response	31	9/27/2023	\$ 36.00	\$ -
OR-2023-278	Diane Martinez	8/18/2023	It's so that I can show the Geico that their client was 100% responsible for causing the accident they don't want to pay me 100% for my bodily injuries she totally my car and she hit me from behind the guilty party admitted that she was distracted because she eating and she didn't see me.	Closed due to lack of response	32	10/3/2023	\$ 47.00	\$ -
OR-2023-280	Olivia Espinoza	8/17/2023	1. Assault/Contact # 202308312 Date: 6/30/23 OFC. Gonzalez #552; 2. Incident # 20230272879 Date: 07/28/23 OFC. M. Becerra #570; 3. Animal Control OFC. Santos # 202302790 Date: 08/03/23	Pending TX OAG Ruling	Paused		\$ -	\$ -
OR-2023-282	Velma's Investigation Services	8/24/2023	Body Worn Camera Video for LVPD Case # 202302961	Complete	15	9/14/2023	\$ 98.00	\$ 98.00
OR-2023-286	Debra L Wysong	8/29/2023	I am inquiring about open records that were recorded with my address on previous marital name, Debra De Los Santos.	Paused for up to 61 days - Pending Clarification			\$ -	\$ -
OR-2023-291	Carolyn Stritzke with Grable Grimshaw PLLC	9/1/2023	Call logs, citations, and/or police reports of the incident. Body Worn Camera Video. Anthony Puente (of which we are counsel) & Officers Fernandez and Azar. 6610 Bandera Rd, San Antonio, TX 78238. 04/20/2023 at approximately 02:11. E0065658	Closed due to lack of response	22	10/3/2023	\$ 158.00	\$ -
OR-2023-293	Krystal besabe muna	9/5/2023	Police report copy for Krystal besabe Muna case # 2023-02507	Complete	9	9/18/2023	\$ -	\$ -
OR-2023-294	Sandra Pompa	9/4/2023	Am requesting police report, EMS, contact or any other information that will help me with my sister's funeral arrangements. She passed away in Leon Valley on August 31, 2023 and EMS was called. She was homeless and I have not seen her for over 20 years and just trying to make sure I am not overlooking anything for her arrangements. Her name is Denise Haase and the case number is 2023-LVPD-003180	Closed due to lack of response	19	10/3/2023	\$ 83.00	\$ -
OR-2023-295	Peter Catalani	9/6/2023	Report # 202302945	Complete	10	9/20/2023	\$ -	\$ -
OR-2023-296	Joshua Griffin	9/6/2023	Joshua Jermaine Griffin, DOB: -----, Agency Case# 910240422, SID-TX07213968, Date of Arrest 6/6/2006, Charge -Theft Prop>=\$20 <\$500 By Check, Dismissed 9/6/2006, I would like all information pertaining to my arrest and dismissal of charges.	Complete	6	9/14/2023	\$ -	\$ -
OR-2023-297	Imelda Valenzuela	9/5/2023	Any and all incident reports from July 2023 to current for Sunset Plaza at 5700 Wurzbach.	Complete	10	9/19/2023	\$ -	\$ -
OR-2023-298	David C Patino	9/9/2023	Regarding the month of August 2023 code violations for tall grass and dangerous premises. Or all of them if possible. Thank you	Complete	3	9/14/2023	\$ -	\$ -
OR-2023-301	Leslie Bacon Knopf	9/13/2023	(All blanks were left blank on this request)	Complete	1	9/14/2023		
OR-2023-302	Leslie Bacon Knopf	9/13/2023	All Body Cam footage for Officer R. Guerra responding to my 911 emergency calls on the dates 4/8/23 and 4/17/23.	Pending Fee Acceptance			\$ 97.00	\$ -
OR-2023-303	Leslie Bacon Knopf	9/13/2023	Please provide me with any and all Police Reports, Case Notes or Communications about Case # 202301760 Responded to by Officer Rodriguez # 511. To include but not limited to any written statements/ pictures or audio, video evidence or phone conversations about Police Report # 202301760.	Complete	9	9/26/2023		\$ -
OR-2023-304	Leslie Bacon Knopf	9/13/2023	Please provide me with any and all communications to include but not limited to emails, texts and audio phone conversations between Lt. Kasey Burleson and any and all residents residing at 7307 Crownpiece St. 78240. To include but not limited to Olivia Espinoza, Danny Carpio or anyone else residing at that residence.	Complete	10	9/27/2023	\$ -	\$ -
OR-2023-305	Leslie Bacon Knopf	9/13/2023	Body Worn Camera Video for LVPD Case # 202301270	Complete	3	9/18/2023	\$ -	\$ -
OR-2023-306	Leslie Bacon Knopf	9/13/2023	Please provide me with any and all information about Case # 202302790 generated by/associated with Animal Control Officer Santos by himself or with other officials, to include but not limited to police reports, emails, communications, phone conversations, of any sort, to any person or entity about Case # 202302790.	Complete	9	9/26/2023	\$ -	\$ -
OR-2023-307	Leslie Bacon Knopf	9/13/2023	Please provide me with any and all cases, reports, communications of any manner to include but not limited to Medical Reports, Police Reports, Emails, Memos, Notes about EMS call to 7311 Crownpiece on 8/6/23.	Complete	10	9/27/2023	\$ -	\$ -
OR-2023-308	Mara Cardenas	9/13/2023	I work for Statewide Defensive Driving and would like to request the DSC records list of those people who have had traffic citations and have been approved to take a defensive driving course. We would like their names, address, city, state, zip and citation date or approval date, and also the email addresses if you have them. At this time, I would like to request the lists for the month of August of 2023 of those who requested to take defensive driving. (Their due dates should be in November of 2023). If you could email it to us at your convenience that would be great.	Complete	2	9/15/2023	\$ -	\$ -
OR-2023-309	Julie Hogenauer	9/13/2023	I am requesting all information, codes, laws, ordinances, etc. which allow the City of Len Valley to override Texas Transportation Code, Title 7, Chapter 707. Section 707.021, titled USE OF EVIDENCE FROM PHOTOGRAPHIC TRAFFIC SIGNAL ENFORCEMENT SYSTEM PROHIBITED, which states that "Notwithstanding any other law, a local authority may not issue a civil or criminal charge or a citation for an offense or violation based on a recorded image produced by a photographic traffic signal enforcement system." In short, what allows the Leon Valley to issue citations and assess penalties based on a red light camera. Thank you for your assistance in this matter, I look forward to hearing from you. Julie Hogenauer	Complete	9	9/26/2023	\$ -	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2023-310	Michael Lee	9/14/2023	My name is Michael A.Lee. On8/22/23 I entered the Fire Department around 12:00pm and asked the Firemen to check me out because I was experiencing Chest Pains. I had a heart attack on October 29, 2021. I am know in recovery from that heart attack and triple bypass surgery. The Firemen took me into one of the Ambulances at the Fire house and performed the following tests. Blood pressure, Heart Rate, Blood work and EKG. All the reports came back as negative. The firemen said they could not find anything causing these chest pains. I said ok. I gave them all my medical information including my Medicare Card and the Medicare plan that I was on to see if their tests were covered under Medicare. The firemen did not give me any paper work to take with me. I thought they would email me a copy of all the tests they did. I did not know they were not allowed to give this information to me at the time. They asked that I sign these forms and I did. I came to the Firehouse on 9/13/23 to see if I could get the copies of these test. The Fire Chief at the time informed me. They could not give me copies of these test and I needed to send in a Request through the Open Records. I did not speak to Michael P. Naughton, Fire Chief. I spoke to with another Chief who was there. I don't remember his name. The clerk at the front was there. I don't remember her name. Anyway, I need these records to prove I was at the Firehouse. Shortly after I left the Firehouse on they day of testing, I was pulled over and given a citation for talking on my phone to my Cardiologist to get an appointment asap. I need this verification to prove to the court I was at the fire house 15 minutes before I was pulled over. Please email these test results at the email I have included in this request. I will need them in order to prove my case in court. Thank you for your time and consideration. Sincerely Michael A. Lee.	Complete	4	9/20/2023	\$ -	\$ -
OR-2023-311	Leslie Bacon Knopf	9/15/2023	Any and all communications about, to or from Officer R. Guerra # 550 within or pertaining to the "ON IT" inquiry/complaint system. To include but not limited to all inquires, complaints and ongoing correspondence specific to all "ON IT" entries about or including in any way Officer R. Guerra #550.	Complete	6	9/25/2023	\$ -	\$ -
OR-2023-312	Leslie Bacon Knopf	9/15/2023	Please provide me with any and all communications from, about or to Officer Rick Guerra voluntarily relinquishing his Corporal position with LVPD in an email memo to Police Chief Joe Salvaggio dated 8/28/17. To include but not limited to that date, the email memo itself and any other communication about it before or after the email memo was submitted, either between all of them together, separately or individually to/about/between Corporal Rick Guerra, Lieutenant David Gonzalez, Captain Ruben Saucedo, Chief Joe Salvaggio.	Complete	7	9/26/2023	\$ -	\$ -
OR-2023-313	Leslie Bacon Knopf	9/18/2023	Please provide me with any and all employment records for Lt. Kasey Burleson beginning with the application to work to the present. Including but not limited to evaluations, letters of reprimand and any documents relating to her police service in Leon Valley. Please include all entries to, from or about Lt. Kasey Burleson in the "ON IT" inquiry/complaint system.	Complete	9	9/29/2023	\$ -	\$ -
OR-2023-314	Republic Services San Antonio, LLC	9/18/2023	Please find attached, a request for records of: the accident that occurred on 06/02/2022 at SH 16 Bandera Road and LR 4700 Timko, Leon Valley involving Dominic M. Gologram and Daysainelle A. Mitchell	Complete	1	9/19/2023	\$ -	\$ -
OR-2023-315	Leslie Bacon Knopf	9/18/2023	Please provide me with any and all information and communications to include but not limited to police reports, statements, emails, 911 calls or any other communications involving the addresses 7303 Crownpiece 78240, 7307 Crownpiece 78240 or 7311 Crownpiece 78240. In Officer Guerra's Incident Report # 202301180 dated 4/8/23 He says " I was dispatched to 7303 Crownpiece for a report of a verbal disturbance between neighbors." What I need to know, was there a 911. call initiated from 7303 Crownpiece or is this a typo? I called 911 from 7311 Crownpiece, the record should reflect that along with the second call coming from 7307 Crownpiece. See Detective Massiatte Body Cam. Olivia Espinoza say's, I made the first call and her husband made the second call " according to the cameras" I was not aware of a 911 call coming from 7303 Crownpiece 78240.	Complete	5	9/25/2023	\$ -	\$ -
OR-2023-316	Mara Cardenas	9/19/2023	I work for Statewide Defensive Driving and would like to request the DSC records list of those people who have had traffic citations and have been approved to take a defensive driving course. We would like their names, address, city, state, zip and citation date or approval date, and also the email addresses if you have it. At this time, I would like to request the lists for the month of August of 2023 of those who requested to take defensive driving. (Their due dates should be in November of 2023). If you could email it to us at your convenience that would be great. Thank you so much for your assistance.	Complete	10	10/3/2023	\$ -	\$ -

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OR-2023-317	Tuttle Law Firm	9/21/2023	RE: Officer J. Epinoza (ID No.: 1281), Deeana N. Espinoza, Anna Mendoza, Mia Palacio, Ava Carswell, and Franco Summers. (i) 911 Dispatch Phone Call Log that relates to: a. Date of Accident: August 10, 2023 b. Case ID No. 202302895; Crash ID No.: 2023386213 c. Location of Accident: at or near 7100 block of Bandera and Reindeer Trl of Leon Valley, Bexar County, Texas. (ii)	Pending Video Upload	13		\$ 89.00	\$ 89.00
OR-2023-318	Frank J. Adelman, Attorney at Law	9/21/2023	Charle Andrew Wallace File concerning No: 202302468 and Request No: 230100304. I am the attorney for Charles Wallace concerning the matter of his being picked up at his home at 6004 Evers Road, Leon Valley, Texas on August 14, 2023 and taken to the Audie L. Murphy Memorial Hospita. If you need further information to prepare these document, please advise me. Frank J. Adelman Texas Bar: 00907000.	Complete	8	9/22/2023	\$ -	\$ -
OR-2023-319	Bev Evans/ Phase Engineering, LLC	9/22/2023	We would like to request the following based upon the Freedom of Information Act: Building Records: Please provide copies of all building permits submitted/approved, certificates of occupancy and building plans. Environmental Health Records: We would like to request any environmentally-related information, such as to notices of violation or complaints pertaining to incidents such as chemical spills or dumping. If there are fuel tank storage facilities, sample wells, septic tanks or grease traps located on the property. Fire/UST Records: We are requesting any information you may have concerning the storage, use, handling or dispensing of flammable liquid storage tanks, hazardous materials, or liquefied petroleum gas storage or incidents of environmental concern. Please notify us of any charges before proceeding. Please reply as soon as possible to: Research@PhaseEngineering.com or Call Bev Evans at 832-485-2256 Thank you! *I give permission to redact (remove) any information that is confidential pursuant to test. The Fire Chief at the time informed me. They could not give me copies of these test and I needed to send in a Request through the Open Records. I did not speak to Michael P. Naughton, Fire Chief. I spoke to with another Chief who was there. I don't remember his name. The clerk at the front was there. I don't remember her name. Anyway, I need these records to prove I was at the Firehouse. Shortly a	Complete	3	9/27/2023	\$ -	\$ -
OR-2023-320	Lorie Ramirez	9/22/2023	We are looking to find out if we have ever had any code violations or any pending request from the city and fire department for building 12	Pending Response from Department(s)	10		\$ -	\$ -
OR-2023-321	Frank J. Adelman, Attorney at Law	9/22/2023	Police Report File on Charles Andrew Wallace, 6009 Evers Road, Leon Vallet Tx 78238; Probably Police Department Case no. 202302468, Officer Griego #566. Date of incident August 11, 2023. Police entered his home and took him to Audie L. Murphy Memorial Hospital for observation. Thankyou	Complete	1	9/25/2023	\$ -	\$ -
OR-2023-322	Samir Chehade, STS Partners, LP	9/22/2023	All documents and drawings in PDF format or otherwise, AND, - all CAD (.DWG) files where applicable as they pertain to the highlighted areas on the BCAD map as shown below: - Properties - Roads, and - Common areas The requested electronic files include, but are not limited to: - Site Surveys - Plats - Current zoning data - Utility maps (Water and Sewage) - SAWS and CPS services maps - Roads - Drainage improvements, past and ongoing - Most recent flood and drainage analysis, - FEMA data used for the flood and drainage analysis - Environmental studies - Tree Surveys - Traffic Impact Analysis STS Partners, LP Contact: Samir Chehade 403.561.2425 samir@stspartners.com 2   P a g e BCAD MAP WITH HIGHLIGHTED AREA For more clarity, the list of the subject properties includes, but is not limited to: - BCAD ID: 361758   CB 5955 BLK LOT 34A - BCAD ID: 361759   CB 5955 BLK LOT 34B - BCAD ID: 361762   CB 5955 BLK LOT 35 - BCAD ID: 361822   CB 5955 BLK LOT 83 - BCAD ID: 217816   CB 4430 P-10B & 10C ABS 432 - BCAD ID: 21781 test. The Fire Chief at the time informed me. They could not give me copies of these test and I needed to send in a Request through the Open Records. I did not speak to Michael P. Naughton, Fire Chief. I spoke to with another Chief who was there. I don't remember his name. The clerk at the front was there. I don't remember her name. Anyway, I need these records to prove I was at the Firehouse. Shortly after I left the Firehouse on they day of testing, I was pulled over and given a citation for talking on my phone to my Cardiologist to get an appointment asap. I need this verification to prove to the court I was at the fire house 15 minutes before I was pulled over. Please email these test results at the email I have included in this request. I will need them in order to prove my case in court. Thank you for your time and consideration. Sincerely Michael A. Lee.	Complete	9	10/6/2023	\$ -	\$ -
OR-2023-323	Saul Albert Lopez Calderon, Jr.	9/24/2023	My name is Saul Albert Lopez Calderon Jr. I'm trying to obtain the police reports for a incident I was involved in on 8/8/2022 for personal and legal records the case number is #690551	Complete	0	9/25/2023	\$ -	\$ -
OR-2023-324	Terracon Consultants, Inc. / Tia M. Flohr	9/25/2023	Environmental Site Assessments – Please provide us with the following info on the property located at 5308 Wurzbach Road, Leon Valley, TX 78238. -FIRE DEPARTMENT RECORDS – Responses, ASTS, hazardous materials, violations and inspections. -CODE/ZONING COMPLIANCE – Complaints, investigations, violations and/or other complaints related to code enforcement and/or zoning. -PLANNING AND DEVELOPMENT REVIEW – Building permits, zoning, and certificates of occupancy.	Complete	8	10/6/2023	\$ -	\$ -
OR-2023-325	Rubin Arealalos	9/27/2023	I am requesting for all reports, accident crash reports, to include any diagrams associated with Leon Valley PD case# 202303485, involving a two-vehicle crash that occurred on 9/22/23 at approximately 1700 hrs at the 7100 blk of Bandera Rd at the intersection of Reindeer Trail. Thank you.	Complete	1	9/28/2023	\$ -	\$ -
OR-2023-326	John sulaica	9/28/2023	I need my own record for texas medical board licensing	Complete	1	9/29/2023	\$ -	\$ -
OR-2023-327	Ruvalcaba Hernandez Law Firm	9/29/2023	We are kindly requesting a copy of Incident Report of Case #202302409. Name of the involved person/victim: Alberto Cantu.	Complete	1	10/2/2023	\$ -	\$ -
OR-2023-328	Data Driven Safety - Verisk / Nicole Ramirez Flores	9/29/2023	I would like to request the Conviction/Val report for the month of September 2023 from the municipal court in XML format. I'm requesting the disposition date, address, name, and conviction. Thank you!	Complete	1	10/2/2023	\$ -	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2023-329	Damaris Arce	10/2/2023	I would like to request the 911 audio regarding the incident listed below, also attached is a BRA, please complete. Also if you could please include any photos/videos that correspond to this case. Leon Valley PD Case # B202132187 Incident: Assault Family Member Impeding Breath Defendant/Involved: Steven Lamar Speaker DOB: ----- Fort Bend County ADA Mary Grace Bullard Fort Bend County DA/Cause # 19-003322/19-DCR-086571	Complete	2	10/4/2023	\$ -	\$ -
OR-2023-330	Lyra Wolves	10/2/2023	Any files (including call recordings and video) relating to case number: LVPD-2023-03106; Any files (including call recordings and video) relating to license plate: -----; Any files (including call recordings and video) relating to vin number: -----; Any files (including call recordings) with the following persons: Lyra Wolves, Jason Jarvis (detective), Marta Ortega (sergeant); Date range: 18 August 2023 to 18 September 2023	Pending Response from Department(s)	6		\$ -	\$ -
OR-2023-331	Erica Hsu	10/2/2023	Please accept this as the request for traffic data from 09/01/2023 – 09/30/2023. 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 request. 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 Description	Complete	1	10/2/2023	\$ -	\$ -
OR-2023-332	LexisNexis	10/2/2023	LVFD Report # 2023-2301100-00 Building Fire at 6360 Grissom Road	Complete	0	10/2/2023	\$ -	\$ -
OR-2023-333	Bev Evans/ Phase Engineering, LLC	10/3/2023	Phase Engineering LLC. is currently working on a Phase I Environmental Assessment of the property located at: Address: 5304 Wurzbach Road, San Antonio, Texas 78238. We would like to request the following based upon the Freedom of Information Act: Building Records: Please provide copies of all building permits submitted/approved, certificates of occupancy and building plans. Environmental Health Records: We would like to request any environmentally-related information, such as notices of violation or complaints pertaining to incidents such as chemical spills or dumping. If there are fuel tank storage facilities, sample wells, septic tanks or grease traps located on the property. Fire/UST Records: We are requesting any information you may have concerning the storage, use, handling or dispensing of flammable liquid storage tanks, hazardous materials, or liquefied petroleum gas storage or incidents of environmental concern.	Withdrawn by Requestor	1	10/3/2023	\$ -	\$ -
OR-2023-334	Nyree Williams/Lexis Nexis	10/4/2023	Body Worn Camera Video from LVPD Case # 2023-03421 from 09/18/2023; Bandera & Grissom; Elizabeth Contreras	Pending Payment	4		\$ 35.00	\$ 35.00
OR-2023-335	Justin Pulliam, Pulliam Media LLC	10/9/2023	This is a written request for access to public information. I request an electronic copy of all open records cost estimates and invoices provided to Sandra Caldwell Martinez during the time period from January 1, 2018 to October 8, 2023.	Pending Response from Department(s)	1		\$ -	\$ -
OR-2023-336	Jasmine Lesane	10/9/2023	Body Worn Camera Video for LVPD 202303462	Pending Response from Department(s)	1		\$ -	\$ -
OR-2023-337	Justin Pulliam, Pulliam Media LLC	10/9/2023	Police incident report portion of request ORR # 122119-A. (not requesting body cam)	Pending Response from Department(s)	1		\$ -	\$ -
OR-2023-338	Bexar County Sheriff's Office	10/10/2023	Body Worn Camera Video for lvpd-2023-0260843	Complete	0	10/10/2023	\$ -	\$ -

### OFFICE OF THE CITY SECRETARY

- Continued updating the Contract Inventory. (90% complete).
- Processed:- Grand Jury Summons; - Certified (2) - LVPD reports.
- Completed the Annual Report from the Office of the City Secretary.

### PUBLIC WORKS

- Staff submitted a grant application for ARPA funds from Bexar County 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 an Impact Fee Study and water and sewer rate study.
- The sewer televising and cleaning contractor started last week.

- Performing repairs to a sidewalk on Forest Ledge.
- Installing sidewalk on Forest Pine.
- Gridding trip hazards in various locations.
- Mowing rights-of-way, Hike & Bike Trail, and Zarzamora Creek.
- Placing a load of compost at the Community Garden.
- Cleaning out storm drains.
- Cleaning out the grease trap at the Community Center.
- Reading meters.
- Replacing dead meters.
- Videotaping sewer laterals.
- Repairing fire hydrant on Sawyer Road.
- Repairing backhoes.
- Repairing tires on several vehicles.
- Performing repairs to sidewalk on Seneca.
- Mowing Bandera Road.
- Installed trail etiquette signs on the Hike & Bike Trail and the Linkwood-Pavona Place Trail. Also installed dog waste stations on the Linkwood Trail.
- Cleaning out storm drains.
- Repairing leaks in Raymond Rimkus Park.
- Repairing fire hydrant on Sawyer Road.

#### **CERTIFICATE OF OCCUPANCY**

- 6401, Daycare, NextGen Learning Center
- 7031 Bandera, Restaurant, Emerge Pizza
- 6610 Bandera, Auto Repair, BYOP
- 6812 Bandera, Church, Living Water Church
- 6284 Bandera, Retail, River City Gun Works
- 7247 Bandera, Restaurant, Rodeo Bar & Grill
- 6411 Bandera, Venue, KFM Partner
- 6228 Bandera, CPR Training, CPR 123
- 6915 Bandera, Laundromat, HS Family Enterprises

#### **FIRE DEPARTMENT**

- The Fire Department has seen a sharp rise in narcotic overdoses in our area. This current streak involves heroin mixed with fentanyl. Our Medical Director, Dr. Sparkman, is working with our department to hand out Narcan nasal spray to endangered residents who pose an overdose risk. This medication will be dispensed through the Office of the Medical Director at UT Health. This program is ongoing.
- The Fire Department is proud to announce that Lt. Chris Willis and Capt. Jeremie Ross have completed the Basic Peace Officer Course. Both will be commissioned as arson investigators by the Leon Valley Police Department and will begin 14 weeks of field training.
- The Fire Department continues working on the federally mandated Medicare Ground Ambulance Data Collection Instrument. This report will be used nationally to calculate ground ambulance reimbursement levels for Medicare payments. This report is due by October 31,



2023. We are currently at 56% complete. Failure to comply will result in a 10% reduction in Medicare reimbursement to Leon Valley EMS.

- Reserve EMT Zach Conover is completing the skills sessions of the basic fire academy. Upon completion, Zach will be a firefighter / Basic EMT and is scheduled to start Paramedic school in January. Zack graduated from John Marshall HS last year and received scholarships to cover all his fire and EMS training.
- Lt. Chris Willis has secured grant dollars for water rescue training in the amount of \$1241.94.
- Lt. Chris Willis applied for and received grant funding through the Texas Intrastate Mutual Aid System to cover \$2,700 for live fire training for all personnel. This is conducted at the San Antonio Fire Academy Burn House. This training is scheduled for October 28 and 29, 2023.
- The ambulance damaged in an accident on 07/27/2023 is still at Miracle Paint and Body waiting for body parts from the ambulance manufacturer. We receive weekly updates on the progress and anticipate completion of all repairs in the next 3 months.
- The fire department will have a temporary Fire Chief for a day coming later in the month. The LVFD and Driggers Elementary PTA auctioned "Fire Chief for a Day". This student will be given an in-depth tour of all fire department facilities and equipment. This student will be given a ride in a fire truck and will be given a chance to flow some water and take some photos in bunker gear. This is a reoccurring program and the LVFD is pleased to participate annually.
- The Fire Department completed 401 hours of training in fire and EMS.

## UPCOMING LIBRARY PROGRAMS

### Special Events

- Wednesday, October 18<sup>th</sup> at Noon - DocTalk: Optimizing Your Health as You Age
- Saturday, October 28<sup>th</sup> at 11 am - Halloween Party
- Tuesday, October 31<sup>st</sup> at 5:30 pm - Haunted Maze
- Thursday, November 2<sup>nd</sup> at 5:30 pm - Haunted Maze
- Friday, November 17<sup>th</sup> at 3pm - Stuffed Animal Sleep Over

### Introducing

- D&D Club - October 24<sup>th</sup> at 5:30pm (One Shots, Characters Available)

### Book Clubs

- Thursday, October 26<sup>th</sup> at 6pm, Tween & Teen Book Club – *Percy Jackson and the Lightning Thief*
- Saturday, November 18<sup>th</sup> at 11am, Adult Book Club - *A Most Agreeable Murder*
- Tuesday, November 21st at 6pm, Tween & Teen Book Club – *Bittersweet in the Hollow*

### Programming

- Thursday, November 2<sup>nd</sup> at 10:30am - Block Play
- Tuesday, November 21<sup>st</sup> at 12pm - Pumpkin Season Scavenger Hunt

### Upcoming Regular Programming

- Wednesdays at 10:30 am: Adventures' Club Storytime
- Thursdays at 10:30 am: Li'l Explorers Storytime
- Tuesdays at 11:00 am Baby & Me Lapsit Storytime
- 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays at 9:00 am: Homeschool storytime at Chick-fil-A
- 3<sup>rd</sup> Saturdays at 11 am Drum Circle

**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\\_10-17-2023.pdf](https://www.leonvalleytexas.gov/sites/default/files/fileattachments/community/page/2719/cm_report_10-17-2023.pdf)

**OTHER MEETINGS AND EVENTS**

- The next City Council Meetings will be Tuesday, November 7, 2023, at 6:30 pm, in Council Chambers.
- The Planning and Zoning Commission will meet on October 24, 2023, at 6:30 pm, in the City Council Chambers