



CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM

DATE: March 19, 2024
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.

Huebner Road School Zone

The contractor, The Levy Company, continues the construction of the school zone appurtenances.

Huebner Creek Flood Control Project Phase 1

The City Engineer received direction from the City Council on a new alignment and will redesign the project. The staff has applied for a grant for project funding.

Public Works Capital Projects

You can find more details on Public works Capital projects on our website here:
<https://storymaps.arcgis.com/stories/4a6ec6547ca54617bd825bcc3b59a87b>

Huebner Creek Hike & Bike Trail Segment II

Due to several delays and personnel changes at TxDOT, the next phase of the Hike & Bike Trail won't begin until the summer of 2025. Please see the tentative schedule:

Oversight Special Approval Meeting	February 2024
Advanced Funding Agreement	August 2024
Environmental Approval	January 2025
Letting Date	May 2025
Construction	June/July 2025

Building and Other Permits Issued

Permit Type	# Issued
Plumbing	2
Food	
Temp food	
Impact Fees	

Animal	
Fence	
Mechanical	2
Electrical	
Gas	
Make Ready	
Garage Sale	1
Building	
Impact Fee	
Remodel	
Bulk Water	
Utilities	
Demo	1
Access/driveway	
Foundation	1
Vacant building	
Roof	1

PLANNING AND ZONING

- Overlay Standards section of the code is with the attorney for review.
- 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.
- Working with code on business compliance letters
- Train New Hires/Contractors
- Working with other departments on Impound lot
- 7680 Huebner – PDD- Duplex
- 5420 Grissom– Amending SUP - Uhaul
- 7205 Huebner – PDD -2nd Phase Poss Landing
- 0 Grissom Rd – SUP for carwash & Plat for carwash
- 7125 Bandera – Plat -Insurance Building
- 5307 Wurzbach – Replat & SUP -Church
- 5300 Wurzbach – Replat- bank bldg..
- Floodplain permit – NW Industrial
- Sign Variance – 5902 Bandera
- Possible rezone, SUP, Plat for 7708 Eckhart
- 6758 Poss- Subdivision New Construction PDD
- 5405 Bandera – SUP- Gun Shop
- 6201 Sawyer – Plat- Buddist Temple

CERTIFICATE OF OCCUPANCY

- Voceon Digital Radio, 5419 Bandera, Office
- Ladder Mesh, 5737 Poss, Retail
- Ulysses Campos Ins, 6228 Bandera, Offic

OPEN RECORDS REQUEST

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2023-404	Mina Hany	12/28/2023	Asking About list of the addresses of the properties with residential "Fire Records" in the city, in the period between 1st of Jan 2023 to 30th of Dec 2023. Thanks	Closed Due to Lack of Response	71	3/8/2024	\$ -	\$ -
OR-2024-22	Mary Garcia	1/23/2024	I need to get a copy of police report made for a accident	Pending Clarification from Requestor	Paused		\$ -	\$ -
OR-2024-24	Chartswap	1/23/2024	Complete medical records from 11/29/2023 to the present, including but not limited to any records/documents that may be stored digitally and/or electronically;	Closed Due to Lack of Response	32	3/8/2024	\$ 17.25	\$ -
OR-2024-31	Justin Pulliam, Pulliam Media LLC	1/23/2024	Police incident reports and probable cause complaints for all on-view arrests made by Jorge Breton during the time period from September 1, 2023 to January 23, 2024. Please send original versions and not modified/curated incident reports.	Pending Ruling from the TX OAG	Paused		\$ -	\$ -
OR-2024-45	Mandy Mendoza Jr	2/1/2024	Police Report #20234377, June 09, 2023, 7067 Settlers Ridge, Leon Valley, TX 78238	Pending Ruling from the TX OAG	Paused		\$ -	\$ -
OR-2024-52	April M Kennedy	2/4/2024	Requesting report on Evan Haley Kennedy dob -----5 arrested 1/31/2024.	Pending Ruling from the TX OAG	Paused		\$ -	\$ -
OR-2024-57	Robert kennedy	2/6/2024	Police report for case number 2024400324	Pending Ruling from the TX OAG	Paused		\$ -	\$ -
OR-2024-63	Christina jeffreys	2/8/2024	I am attempting to contact my long lost girlfriend this is all of the information I have, please do all that your able please James wilkins	Pending Clarification from Requestor	Paused		\$ -	\$ -
OR-2024-68	Sammy Rodriguez	2/11/2024	Record	Pending Clarification from Requestor	Paused		\$ -	\$ -
OR-2024-75	Detective Cory Schuler	2/15/2024	RE: Israel Anthony Sandoval, DOB: -----; DL: ----- (See Attached)	Complete	9	2/28/2024	\$ -	\$ -
OR-2024-76	Alex Guzman	2/16/2024	RE: Sergio DeLaMora; DOB: -----; DL: TX ----- - Any and all information of criminal, traffic, citation or incident reports you may have for this individual. (See attached authorization to release form)	Complete	8	2/28/2024	\$ -	\$ -
OR-2024-83	Gustavo Sanchez	2/20/2024	I'm requesting a vehicle crash report from 02/03/24, case number 2024-LVPD-00373.	Complete	12	3/8/2024	\$ -	\$ -
OR-2024-84	LSJ Enterprise	2/20/2024	Drawings of permit set for 6600 Bandera Rd, San Antonio, TX 78238	(Re-opened) Complete	13	3/11/2024		
OR-2024-85	Detective Cory Schuler	2/20/2024	RE: Israel Anthony Sandoval; DOB: ----- (See attached)	Complete	13	3/8/2024	\$ -	\$ -
OR-2024-87	RM Jasso Law Firm, PLLC	2/21/2024	Requesting the Certified Accident Report for Case No. 202303254. Name of client: Ashley B. Riojas, DOA: 09/05/2023.	Complete	11	3/8/2024	\$ 8.00	\$ 8.00
OR-2024-89	María Gallegos - Lexitas	2/22/2024	Case ID: 202203971 (See attached)	Complete	13	3/12/2024	\$ 36.00	\$ 36.00
OR-2024-91	Flora Moreno	2/22/2024	Case # 202400226, On Sunday, January 21,2024. This report was for a road rage, a car followed my daughter's car and shot her car up on Grissom Rd. She had 2 other people in her car and her dog.	Pending Ruling from the TX OAG	Paused		\$ -	\$ -
OR-2024-93	Alex Guzman	2/23/2024	RE: Matthew Mesa DOB: ----- DL: ----- - employment record (performance, attendance, etc.); military records; polygraph records; criminal records and reports; education records; financial records; US Veterans Administration; social media; information of a confidential nature or information considered as privileged and photostats of same, if requested. See attached release.	Complete	10	3/8/2024	\$ -	\$ -
OR-2024-96	Spectrum Lenders, LLC	2/26/2024	Mindy, Roque, thank you for your help and search in finding the records of the survey and building plan with the utility connections to 6600 Bandera, Leon Valley. Please send the information by email and a Hard Copy to my address, above, if possible.	Withdrawn by Requestor	11	3/12/2024	\$ -	\$ -
OR-2024-97	Andrea Sifuentes, Law Offices of Thomas J. Henry	2/26/2024	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.	Pending Payment	2		\$ 38.00	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2024-103	Wyatt Law Firm	2/27/2024	Client: Alejandro Vasquez; Date of Incident: February 21, 2024; Location: Bandera & Huebner Rd.; Case Number: 2024-00606; I am making a formal request under the Open Records Act for a copy of your entire file, including but not limited to police reports, photographs, notes, witness statements, 911 calls, police body camera photographs, in-car camera system downloads, in-car camera system photographs, in-car camera system videos, diagrams, videos and any other information relating to the investigation in reference to the above matter	Complete	7	3/8/2024	\$ 47.00	\$ 47.00
OR-2024-104	Alexander Blanton	2/27/2024	Applicant: Julien Carrillo. The above-named police applicant has applied for a position with the San Antonio Police Department. A background investigation is currently being conducted to determine the applicant's suitability for employment. Since maintaining high standards of public service is so vital, the information being requested can have an important bearing on the background investigation. This office would appreciate your cooperation by filling out the above/attached form for the applicant.	Complete	7	3/8/2024	\$ -	\$ -
OR-2024-105	Joshua Alexander Garcia	2/27/2024	Call in reports and case numbers filled police report due to the mother of my children not bringing my kids here at the police station for my weekend visitation	Complete	0	3/8/2024	\$ -	\$ -
OR-2024-106	James Butler, Claim Specialist	2/27/2024	Barcode # 1120249277 - RE: Ervin Gomez; Date of Loss: 01/29/2024; Report # 202400306	Complete	0	2/27/2024	\$ -	\$ -
OR-2024-107	Seth Arthur	2/27/2024	Please accept this email as a request for the PRELIMINARY, AS READ Bid Result for the City of Leon Valley Seneca West Drainage Improvements 10/11/22 project.	Complete	0	2/27/2024	\$ -	\$ -
OR-2024-108	John Salazar	2/27/2024	LVPD Case number 2024-000050 Report of Vicious Dog Attack	Complete	0	2/27/2024	\$ -	\$ -
OR-2024-109	Brittany Pollard	2/28/2024	I need copies of all reports made for my apartment number 5307. (5622 Evers Rd Apt 5307 San Antonio, Tx 78238) due to the safety violations and hot water issues. I am trying to get out of my lease.	Complete	1	2/27/2024	\$ -	\$ -
OR-2024-110	Beth Hull	2/28/2024	Open Records: REQUESTING OPEN RECORDS: Call Sheet, BWC, 911 audio ----- 2017 MERCEDES-BENZ E300	Pending Payment	9		\$ 83.00	\$ -
OR-2024-111	Samuel Longoria	2/28/2024	All permits and their statuses for 7631 Deer Ln, SA, TX 78240.	Complete	8	3/12/2024	\$ -	\$ -
OR-2024-112	Sgt. Joseph Barcena	2/29/2024	Case 2024-LVPD-000525 We are working on an indictment for UUMV against the defendant who was found driving a stolen vehicle reported under this case number by SAPD. Would you please email me a copy of the original theft/MV report for the case file?	Complete	0	2/29/2024	\$ -	\$ -
OR-2024-113	Nyree Williams - Lexis Nexis	2/29/2024	Lexis Nexis Request Number: 24-0100134 - LVPD Case 202400226 from Incident that occurred on 01/21/2024 at 12:00 AM on Bandera Rd involving Samantha Moreno	Pending Ruling from the TX OAG	Paused		\$ -	\$ -
OR-2024-114	Wyatt Law Firm	2/29/2024	Client: Enrique Rojas Date of Incident: February 4, 2024 Location: 6200 Bandera Rd. & 5400 Thrisle Rd. Case Number: 202400383 I am making a formal request under the Open Records Act for a copy of your entire file, including but not limited to photographs, notes, witness statements, 911 calls, police body camera photographs, in-car camera system downloads, in-car camera system photographs, in-car camera system videos, diagrams, videos and any other information relating to the investigation in reference to the above matter	Complete	7	3/12/2024	\$ 25.00	\$ 25.00
OR-2024-115	Data Driven Safety, LLC	3/1/2024	On behalf of Data Driven Safety, LLC, I am requesting an electronic report for all adult (nonjuvenile) traffic, criminal, and ordinance cases disposed during February 2024 in the same format you have provided us in the past.	Complete	6	3/11/2024	\$ -	\$ -
OR-2024-116	Little Rock Police Department	3/1/2024	applicant Kendall Blaze Alexander DOB----	Complete	4	3/7/2024	\$ -	\$ -
OR-2024-117	Erica Hsu	3/1/2024	Please accept this as the request for traffic data from 02/01/2024 - 02/29/2024. 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, Status Description	Complete	6	3/11/2024	\$ -	\$ -
OR-2024-118	David Gutierrez	3/2/2024	Need police report Case #202400660	Complete	4	3/8/2024	\$ -	\$ -
OR-2024-119	CHANDLER POLICE DEPARTMENT	3/4/2024	Re: Maki, Ayana I Date of Birth: ----, SSN: ---- Alias(es): To Whom It May Concern: The above listed individual has applied for employment with the Chandler Police Department (OR: AZ0070500) in AZ for the position of Civilian Investigator. As part of our pre-employment background investigation, we are required to make contact with government agencies such as courts and law enforcement agencies within the areas the applicant has previously resided in or spent considerable time. Please search your records using the applicant's above listed information. The Chandler Police Department holds a valid, signed authorization from this applicant to request any and all law enforcement related records.	Complete	5	3/11/2024	\$ -	\$ -
OR-2024-120	Jenna Santos - DFPS	3/4/2024	I am requesting police report for the date of January 18, 2024. Name of the person that was on the report is Zakiria Milano and Javon Nickleberry. The responding officer was Robert Wigton with LVPD.	Complete	5	3/11/2024	\$ -	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2024-121	James Kolb II	3/4/2024	I am requesting a copy of the police report and body cam from the incident that took place on 2/27/24 approximately 1130pm. We need this asap prior to hiring a lawyer.	Pending Payment	5		\$ 179.00	\$ -
OR-2024-122	Amlicar castillo	3/4/2024	I need a copy of my police report. My car was stolen 2/3/2024 in Leon valley and my case number is 2106841391. I need because the insurance company is requesting it for the claim, thank you.	Complete	4	3/8/2024	\$ -	\$ -
OR-2024-123	Jennifer McCombs	3/5/2024	I'm requesting Building permits issued in the months of January & February 2024. I need Residential and Commercial building permits as well as new in-ground swimming pools. I need as much of the following data as possible: Permit Number, Date issued, Construction job Value, job site address, Subdivision, square footage (if applicable), Owner name, Owner address if possible, and Contractor name, Contractor address if possible. I would like all new swimming pools, regardless of value, and all others at \$25,000 or more (if possible but not necessary).	Pending Department(s) Response	5		\$ -	\$ -
OR-2024-124	SACRAMENTO COUNTY PROBATION DEPARTMENT	3/5/2024	Re: Silva, Christian Manuel I Date of Birth: ----, SSN: ---- Alias(es): Chris To Whom It May Concern: The above listed individual has applied for employment with the Sacramento County Probation Department (OR: CA034013G) in CA for the position of Assistant Probation Officer. As part of our pre-employment background investigation, we are required to make contact with government agencies such as courts and law enforcement agencies within the areas the applicant has previously resided in or spent considerable time.	Complete	4	3/11/2024	\$ -	\$ -
OR-2024-125	Beth Hull	3/5/2024	Report 202400379	Complete	2	3/7/2024	\$ -	\$ -
OR-2024-126	FBI NICS	3/6/2024	PAUL JEFFERY BACAK DOB ----- RECORD CHECK FBI NICS Alias Information Section Subject Name: BACAK, PAUL JEFFERY UCN. VNDI AP JWF Alias AKA(s): BACAK, PAUL J BACAK, PAUL JEFFERY Alias DOB(s):----- Alias SSN(s): ----- Please submit any documentation you may have pertaining to the alias information for the criminal record	Complete	2	3/11/2024	\$ -	\$ -
OR-2024-127	Det. R. Bluhm, City of Dallas	3/7/2024	RE: Geovanni Najere McCalla DOB: ---- Social Security # ---- - Any traffic history (arrests, accidents, or citations issued); Criminal Record, offense reports, protective orders..	Pending Department(s) Response	3		\$ -	\$ -
OR-2024-128	Beth Hull	3/7/2024	2/16/2024 Burglary of a Vehicle - 8503 RAY ELLISON BLVD SAN ANTONIO, TX USA LEON VALLEY - Kristian Miljatic, -----, 2402-04717, ---- 2012 Ducati 848	Complete	0	3/7/2024	\$ -	\$ -
OR-2024-129	City Of San Antonio Fire Dept.	3/8/2024	The San Antonio Fire Department is conducting a background investigation on the following fire cadet applicant Name: ---She-ina-Co-lfe-r M-cl-an-us-- Ethnicity/Gender: W-hi-t-e-/-Fem-al-e Do9: --_- TX DL# - --- ----Please return by fax any and all information of criminal, traffic, citation or incident reports you may have for this individual. The receipt of this information is time sensitive.	Complete	1	3/11/2024	\$ -	\$ -
OR-2024-130	Det. Mark Harris	3/8/2024	RE: Bobby Lee Apolar; DOB: ----; DL: ----- Attempting to check any police contact with applicant; any previous citations.	Pending Department(s) Response	2		\$ -	\$ -
OR-2024-131	Kristen Caffey	3/22/2024	Date: 2/19/24; Case # 202400586; Office Gonzalez #552	Complete	2	3/12/2024	\$ -	\$ -
OR-2024-132	Washington Dos Santos	3/9/2024	traffic ticket, TDL # -----, License Plate #: ----, Date: U/K. This is for immigration purposes, and I am unable to find documentation. I recall paying a ticket from a notice that was mailed to me in a camera shot form, passing through a red light in your jurisdiction.	Complete	0	3/11/2024	\$ -	\$ -
OR-2024-133	SARAH PHOSOUVANH	3/9/2024	REQUEST FOR AN ACCIDENT REPORT IF NONE CAN YOU SEND US THE CAD REPORT INSTEAD. 2/12/2024 @ VENDERA ROAD #202400488 PARTY INVOLVES FABIAN PICAZO/PATRICIA HUEBENTHAL	Complete	1	3/12/2024	\$ -	\$ -
OR-2024-134	Blanca Valenzuela	3/11/2024	I would like to request the plans/drawings of the building located on 6600 Bandera Rd, San Antonio Tx 78238.	Complete	0	3/12/2024	\$ -	\$ -
OR-2024-135	Data Driven Safety, LLC	3/12/2024	Today we are making a request for the February 2024 Conviction/Val Report - in the same XML format you have sent in the past. It should have the following fields: Select, Error, Court, Location, Citation, Violation, Agency Name, Viol Date/Time, Filed Date, Name, Defendant Address, Defendant City, Defendant Zip, Defendant State, Sex, Race, Vehicle Make, Vehicle Year, PD Case Number, Statute, Type, Offense Code, Offense, Viol County, Viol Location, Speed Limit, Accident, Status Date/Time, Status Description, Plea, Defendant Attorney, Conviction Date, Amount Paid, Total Due	Pending Department(s) Response	0		\$ -	\$ -
OR-2024-136	Leslie Ortega	3/12/2024	I am requesting a copy of case number and body camera footage. Someone broke into my apartment before thanksgiving. I called the Leon Valley Police that day.	Pending Department(s) Response	0		\$ -	\$ -
OR-2024-137	LEXIS NEXIS	3/12/2024	LVPD Report 202400226	Pending Ruling from the TX OAG	Paused		\$ -	\$ -
OR-2024-138	Kelly Lawson	3/12/2024	6827 Evening Sun San Antonio, TX 78238 February 7 Case# 2024 00438 February 26 Case# 2024 00664 William Pedro Lawson --- Kelly Sue Lawson ---	Pending Department(s) Response	0		\$ -	\$ -

OFFICE OF THE CITY SECRETARY

- Processed two (2) Subpoena
- Processed two (2) requests from the Texas Office of the Attorney General Crime Victim Services.

PENDING PROJECTS:	ESTIMATED COMPLETION DATE:	STATUS
• Prepare the May 04, 2024 General Election Candidate Packet and post to the website	Thursday, December 21, 2023	Completed 12/14/2023
• Review and Revise Directive A14 - Records Management	Monday, January 1, 2024	Submitted to City Manager & IT for review 12/21/2023; Sent to HR 03/12/2024
• Prepare Record Management Plan binders for each department	Friday, April 30, 2024	
• Provide Record Management training to each department	Friday, June 28, 2024	

FIRE DEPARTMENT

- Leon Valley has completed its transition to our own Conrail servers for managing our flood sensors. This move was approved and funded through stormwater funding last year. Our Conrail servers are linked to the Bexar County HALT gate systems and will continue to post status to the Bexar Flood website. The FD is working to get the flood warning sirens interfaced with the new Conrail servers. This integration will allow for automatic activation of the sirens in the event of serious flooding. Today, a firefighter must manually activate the system. The current flood warning siren controls are in the LVPD and will be moved to the LVFD server room with the Conrail servers. The FD is waiting for the bids for moving the systems, replacing the outdated radio, and installing antennas.
- The fire alerting system and radios for the station were upgraded to ensure reliability and effective alerting for emergency dispatches. The FD is still working to correct installation issues related to improper installation of the previous systems. The FD has received bids for the installation of lightning protection for our existing antennas and radio systems.
- The ambulance damaged in an accident on 07/27/2023 is still at Miracle Paint and Body waiting for body parts from the ambulance manufacture. We receive weekly updates on the progress and anticipate completion of all repairs in the next 3-6 months. The vehicle portion of this repair is ready for paint while work continues to the box portion of the vehicle. An additional supplement has been submitted for additional repairs. We have requested a completion date from Miricle Paint and Body. The picture below is from 03/06/2024.



- The FD is in contact with Buy Board and HGAC, attempting to locate and order the chassis. We are waiting for contract details and pricing for our new ambulance. There is currently a nation-wide shortage for ambulance conversion chassis. We have found pricing pending with three dealers currently and are exploring more distant Dodge dealers. This project has spread to out-of-state dealers as suggested by the ambulance vendor.
- The FD has begun teaching Stop the Bleed classes for all City employees. So far, we have taught 25 employees. These classes are taught in the FD training room. Following the completion of these classes, Stop the Bleed kits will be installed in all occupied City buildings. Coordination for these classes is through AFC Willis.

PUBLIC WORKS

- The engineer has started designing the El Verde Water Main Replacement Project.
- Staff will present the Impact Fee Study to the Capital Improvements Advisory Committee in April.
- Staff and the City Engineer continue to prepare the water and sewer rate study.
- The sewer televising and cleaning contractor continues their work.
- Plans for the FY 2024 Street Maintenance Project are underway. The targeted neighborhood is Grass Valley.
- Engineering and design are underway for the second portion of the Wurzbach Sewer Main Replacement Project.
- Working on repairs to the Kinman House – the foundation is sinking on the Forest Pine side of the structure.
- City engineers are inspecting the foundation under Fire Department for vapor barrier issue.
- Working on repairs to the Sally Port at the Police Station – the frame has been water-damaged and needs to be replaced.
- Preparing for replacement of storefront area at City Hall near Council Chambers.
- Preparing for remodel of Conference Center to install a kitchen area.
- The street maintenance contractor is finishing the Year 6 Street Maintenance Project by performing mill & overlay in the Grass Valley, Linkwood, and Seneca West neighborhoods.
- The Park Commission and staff are revising the Park Master Plan.
- Restoring pavement along a sewer easement at 6312 Grissom Road. Picking up excess brush piles city-wide.
- Mowing in Mow Zone 2 (Bandera/Huebner)
- Rebuilding water sheds at Fire Station.

- Restoring fencing at Shadow Mist Park.
- Repairing playground equipment in preparation for Easter weekend. Installing water valve in Linkwood to assist in future emergency shut offs.
- Replacing bad meters.
- Re-reading commercial meters.
- Performing meter and service line inventory per the TCEQ.
- Implementing ShareNet software for fleet operations and inventory.

HUMAN RESOURCES DEPARTMENT

- **Staffing**
 - Active:** 111
 - Vacancies:** 7
 - Police Dept. – 6
 - Fire Dept. – 1

INFORMATION TECHNOLOGY

- March 4 - Meeting with Google ChromeOS team at the Library to discuss converting existing Patron machines to Managed Guest ChromeOS machines. This will ultimately save money as the operating system will work on older hardware and solve the login, data retention, printing, and monitoring issues the library has had. We will also be able to cancel the Faronics Deep Freeze license. Tickets that will be resolved by this issue - 8
- March 8 - Started a trial Proof of Concept with Samsara for vehicle monitoring and video surveillance. Three Public Works vehicles and one surveillance camera are being tested.
- March 10 - Began a trial of Splunk.com for system log monitoring. This is a critical practice for detecting and preventing cybersecurity incidents.
- March 11 - Began the development of an internal Cybersecurity training package.
- March 12- Replaced the controller, at the direction of Daktronics, to fix the connectivity issue for the community center marquee.
- March 13 - Demo meeting with Splunk regarding their product and how to configure it for our environment.
- Currently open Tickets 16
- IT Tickets open 9
- TechHLP tickets open 7
- Tickets by Department
 - Library 8
 - Public Works 2
 - Fire 1
 - Police 1
 - Cort 3
 - Technology 1

UPCOMING LIBRARY PROGRAMS

Book Clubs

- Thursday, March 21st at 6:00 pm: *The Colliding Worlds of Mina Lee* by Ellen Oh
- Saturday, March 23rd at 11:00 am: *Poverty, by America* by Matthew Desmond

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
- Fridays at 9:30 am Yoga
- 2nd Saturday of the Month Drum Circle
- 4th Friday of the Month Community Coffee
- Thursday, March 16th at 12pm D&D

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/3728/cm_report_3-19-24.pdf

OTHER MEETINGS AND EVENTS

- The next City Council Meetings will be Tuesday, April 2, 2024, at 6:30 pm, in Council Chambers.
- The Planning and Zoning Commission will meet on March 26, 2024, at 6:30 pm in the City Council Chambers.