



**CITY OF LEON VALLEY**  
**INTEROFFICE MEMORANDUM**

**DATE:** November 17, 2017  
**TO:** Mayor Chris Riley and City Council Members  
**FROM:** Kelly Kuenstler, City Manager  
**SUBJECT:** Pre City Council Meeting Report

---

**Human Resources**

- Positions being advertised for October 1, 2017.
  - IT Administrator : City Manager decide to extend an agreement with BARCOM a full service agency instead of hiring a person
  - Laborer 1: Re-Advertise
  - Police Officer: Applicants completely the phase of employment
  - 2 Part-Time Library Aides: Welcome Sara Piety her first day was November 14, 2017. Both positions are filled.
  - Special Events Coordinator – Last phase being completed on the applicant.

**Public Works**

- Projects:
  - Water well at Huebner well site is expected to be operational within the next few weeks, as the tests were approved by TCEQ. Waiting on contractor to finish up, then he will cap the old well. Water Crew is on standby to move water around during this time.
  - Wrought iron fence for Huebner gravesite is almost complete. The installation of the fence is expected the week of November 22. Historical signage has been installed.
  - Plans are being developed for a new traffic signal system at Wurzbach and Exchange Parkway. Will work with CPS to coordinate site work.
  - Contractor for LID parking lot at City Hall is almost complete. Sodding and signage needed for completion – that parking area is open to the public
  - Timberhill drainage project is almost complete
  - Conestoga Street sewer main is almost complete – contractor will begin working on replacing water main next. Water will be turned off to some of the homes this Friday, from 9 am to 3 pm.
  - Cades Cove water and sewer main replacement project is being designed. Bids will be advertised and taken to Council in February for a March construction start
  - Year 1 street maintenance plans have been prepared and bids are to be advertised in January for a March start (weather permitting)
  - Working with engineer on Evers Road bridge project. TxDOT has given their concurrence with the selected contractor. This item will go before City Council on December 5, 2017. The new work schedule has the project starting in January.
  - Waiting for contractor to start working on Huebner at Evers traffic signal project

- Working on purchasing 20 acre feet of water rights, will bring total owned by City to 1987 acre feet.
- Working with contractor for LC-17 to keep residents informed of progress
- Will be scheduling a meeting with the El Verde Road residents to discuss plans for Hike & Bike Trail alignment.
- Completed construction of the new Veteran's Park sidewalk and patio at Community/Conference Center grounds – first event was a great success. The Fire Department burned over 100 flags during the ceremony and it was featured on several news channels.
- Starting on Holiday tree and lighting installation at Conference Center grounds in preparation for holiday events – the tree is almost up!
- Held Neighborhood Renewal Program on November 4th in the Old Mill neighborhood. Worked on two homes and had approximately 10 volunteers, plus City staffers

## **Police Department**

- Arrest
  - 10-23-17 – 5600 Bandera Rd. – Evading Arrest/on foot – One arrested for offense
  - 10-23-17 – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-23-17 – 5600 NW Loop 410 – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-24-17 – 5600 Bandera Rd. – Theft < \$100 – One cited/released
  - 10-24-17 – 7100 Bandera Rd. – Theft \$750-2500 – One arrested for offense
  - 10-25-17 – 6700 Poss Rd. – Disturbance – One arrested for Public Intoxication
  - 10-25-17 – 5600 Evers Rd. – Disturbance – One arrested for Terroristic Threats
  - 10-25-17 – 6600 Thunderbird – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-25-17 – 7100 Huebner Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-26-17 – 5700 Wurzbach Rd. – Traffic Stop – One arrested for Possession of Marijuana < 2 oz.
  - 10-26-17 – 6500 Charles Field – City Ordinance Violation – Vehicle Impounded
  - 10-26-17 – 5700 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-29-17 – 7000 Mill Wheel – Vehicle Crash – One arrested for DWI
  - 10-27-17 – 6800 Poss Rd. – Abandoned Vehicle – Vehicle Impounded
  - 10-27-17 – 7000 Bandera Rd. – Assault/Family Violence – One arrested – Vehicle Impounded
  - 10-27-17 – 6900 Bandera Rd. – Emergency Detention – One arrested/released at Hospital
  - 10-27-17 – 7100 Huebner Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-29-17 – 6300 Grissom Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-29-17 – Huebner Rd. @ Bandera Rd. – Traffic Stop – One arrested for DWI – Vehicle Impounded
  - 10-30-17 – 6400 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-30-17 – 6500 Bandera Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 10-30-17 – 5600 Bandera Rd. – Theft \$100-750 – One arrested for the offense
  - 10-31-17 – 6300 Bandera Rd. – Suspicious Person – One arrested for active County warrant
  - 10-31-17 – 5900 Bandera Rd. – Theft of Service < \$100 – One arrested for offense
  - 11-02-17 – 6900 Bandera Rd. – Traffic Stop – One arrested for Possession of Marijuana – Vehicle Impounded
  - 11-03-17 – 7400 Chenal Point – Suspicious Persons – One arrested for Possession of Marijuana < 2 oz. and Paraphernalia
  - 11-03-17 – 5600 Bandera Rd. – Theft < \$100 – One arrested for the offense
  - 11-04-17 – 7000 Settlers Ridge – Burglary of a Motor Vehicle – Two arrested for offense
  - 11-05-17 – 5600 Bandera Rd. – Theft \$100-750 – One arrested for offense
  - 11-05-17 – 4500 Timco – Traffic Stop – One cited/released
  - 11-07-17 – 7300 Linklea – Assault/Bodily Injury/Family Violence – One arrested for offense
  - 11-07-17 – 5600 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
  - 11-08-17 – 6400 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded

- 11-09-17 – 7200 Bandera Rd. – Disturbance – One arrested on active County warrant
- 11-10-17 – 6300 Bally – Theft – One arrested for Theft of Service
- 11-10-17 – 6500 Evers Rd. – Traffic Stop – One cited/released – Vehicle Impounded
- 11-11-17 – 7100 Bandera Rd. – Disturbance – One arrested for Aggravated Assault and Criminal Mischief
- 11-11-17 – 5600 Evers Rd. – Crash/DWI – One arrested for offense
- 11-11-17 – 6400 Bandera Rd. – Traffic Stop – One arrested (8 SA -Municipal Court warrants) – Vehicle Impounded
- 11-12-17 – 5600 Bandera Rd. – Aggravated Robbery – One arrested for offense – Vehicle Impounded
- 11-12-17 – 5600 Evers Rd. – Emergency Detention – One arrested/released at Hospital
- Significant Calls
  - 10-23-17 – 7100 Poss Rd. – Suspicious Persons
  - 10-23-17 – 7100 Bandera Rd. – Theft < \$100
  - 10-23-17 – 6800 Timber Hill – Shots fired in the area
  - 10-23-17 – 5700 Watercress – Runaway
  - 10-23-17 – 6700 Bandera Rd. – Alarm
  - 10-23-17 – 5400 Wurzbach Rd. – Graffiti \$100-750
  - 10-23-17 – 6100 Sundial – Criminal Mischief
  - 10-23-17 – 6200 Stirrup Ln. – Suspicious Person
  - 10-24-17 – 7100 Bandera Rd. – Theft \$100-750
  - 10-24-17 – 6800 Bandera Rd. – Damage to Property
  - 10-24-17 – Sulky @ Trotter – Suspicious Person
  - 10-24-17 – 6900 Bandera Rd. – Criminal Mischief
  - 10-24-17 – Bandera Rd. @ Wurzbach Rd. – Hit and Run Crash
  - 10-24-17 – Strawberry Park – Shots fired in the area
  - 10-24-17 – 6700 Bandera Rd. – Alarm
  - 10-24-17 – 5500 Bandera Rd. – Alarm
  - 10-24-17 – Rue Sophie @ Rue Francoise – Suspicious Vehicle
  - 10-24-17 – 6700 Timber Hill – Shots fired in the area
  - 10-25-17 – 6700 Timber Hill – Deceased Person
  - 10-25-17 – 5500 Bandera Rd. – Alarm
  - 10-25-17 – 6800 Bandera Rd. – City Ordinance Violation – Inoperable Vehicle
  - 10-25-17 – 5600 Bandera Rd. – Theft < \$100
  - 10-25-17 – 6900 Bandera Rd. – Reckless Driver
  - 10-26-17 – 6400 Grissom Rd. – Burglary – Building
  - 10-26-17 – 6900 Forest Crest N. – Alarm
  - 10-26-17 – 6200 Grissom Rd. – Damage to Property
  - 10-26-17 – 6700 Forest Grove – City Ordinance Violation – Zoning
  - 10-26-17 – 5800 Bandera Rd. - Reckless Driver
  - 10-26-17 – 7000 Bandera Rd. – Alarm
  - 10-26-17 – 6300 Evers Rd. – Emergency Detention
  - 10-27-17 – 6300 Evers Rd. – Found Narcotics
  - 10-27-17 – 6400 Evers Rd. – Burglary of a Motor Vehicle
  - 10-27-17 – 7300 Linkview – Alarm
  - 10-27-17 – Sunlight @ Evers Rd. – Suspicious Person
  - 10-27-17 – 7800 Stebbins – Suspicious Circumstances
  - 10-27-17 – 6800 Clover Bend – Suspicious Vehicle
  - 10-27-17 – 5600 Bandera Rd. – Suspicious Vehicle
  - 10-28-17 – 7100 Bandera Rd. - Alarm
  - 10-28-17 – 6300 Bandera Rd. – Suspicious Person

- 10-28-17 – 6900 Bandera Rd. – Alarm
- 10-28-17 – 6800 Bandera Rd. – Suspicious Circumstances
- 10-28-17 – 6800 Sunlight – Suspicious Circumstances
- 10-30-17 – 6200 Parsley Hill – Alarm
- 10-30-17 – 6700 Poss Rd. – Burglary of a Building
- 10-31-17 – 7200 Trace Buckle – Loose Dog
- 10-31-17 – 6600 Poss Rd. – Alarm
- 10-31-17 – 6900 Huebner Rd. – Reckless Driver
- 10-31-17 – 6900 Bandera Rd. – Indecent Exposure
- 10-31-17 – Handsome Lake @ Red Jacket – Suspicious Circumstances
- 10-31-17 – NW Loop 410 @ Bandera Rd. – Panhandler
- 11-01-17 – 5600 Evers Rd. – Suspicious Person
- 11-01-17 – 6500 Sally Agee – Shots fired in the area
- 11-01-17 – 7100 Bandera Rd. - Alarm
- 11-01-17 – 6800 Bandera Rd. – Deadly Conduct
- 11-01-17 – 6800 Bandera Rd. – Theft < \$100
- 11-01-17 – 6800 Bandera Rd. – Suspicious Person
- 11-01-17 – 6700 Forest Haven – Suspicious Person
- 11-01-17 – 6800 Poss Rd. – Alarm
- 11-01-17 – 7100 Huebner Rd. – Alarm
- 11-02-17 – Bandera Rd @ Wurzbach Rd. – Suspicious Person
- 11-02-17 – 5900 Grass Hill – Alarm
- 11-03-17 – 6800 Bandera Rd. – Suspicious Person
- 11-03-17 – 7200 Trace Buckle – Suspicious Circumstances
- 11-03-17 – 7100 Huebner Rd. – Theft of a Motor Vehicle
- 11-03-17 – 5600 Bandera Rd. – Theft < \$100
- 11-03-17 – 7000 Bandera Rd. – Terroristic Threats
- 11-04-17 – 5300 Wurzbach Rd. – Simple Assault by Contact
- 11-04-17 – 7500 Huebner Rd. – Suspicious Vehicle
- 11-04-17 – 6300 Bally – Unauthorized Use of a Motor Vehicle
- 11-04-17 – 6200 Bandera Rd. – Burglary of a Vehicle
- 11-04-17 – 7100 Bandera Rd. – Hit and Run Crash
- 11-04-17 – 7300 Reindeer Trail – Alarm
- 11-04-17 – 6800 Bandera Rd. – Damage to Property
- 11-05-17 – 6800 Evers Rd. Suspicious Person
- 11-05-17 – 7700 Bandera Rd. – Suspicious Circumstances
- 11-05-17 – Bandera Rd. @ Huebner Rd. – Reckless Driver
- 11-06-17 – 6100 Rue Sophie – Theft of a Motor Vehicle
- 11-06-17 – 6200 Desert Sun – Criminal Mischief
- 11-06-17 – 6500 Bandera Rd. – 911 Hang up
- 11-07-17 – 5600 Bandera Rd. – Theft < \$100
- 11-07-17 – 5600 Poppyseed Run – Deadly Conduct
- 11-07-17 – Bandera Rd. @ Wurzbach Rd. – Suspicious Person
- 11-07-17 – 6600 Bandera Rd. – Alarm
- 11-07-17 – 6800 Bandera Rd. – Alarm
- 11-07-17 – 6500 Halter Ln. – Theft of a Motor Vehicle
- 11-07-17 – 4700 NW Industrial – Theft
- 11-07-17 – 5600 Bandera Rd. – Suspicious Person
- 11-07-17 – 4700 Timco W. – Burglary of a Building
- 11-07-17 – 5600 Bandera Rd. – Suspicious Person
- 11-08-17 – 7300 Reindeer Trail – Alarm

- 11-08-17 – Bandera Rd. @ NW Loop 410 – Panhandler
- 11-08-17 – 5600 Poppseed Run – Shots fired in the area
- 11-08-17 – 7200 Bandera Rd. – Disturbance/Road Rage
- 11-08-17 – 5600 Grissom Rd. – Dog Bite
- 11-08-17 – 6100 Bandera Rd. – 911 Hang up
- 11-08-17 – 6300 Grissom Rd. – Alarm
- 11-08-17 – 7000 Bandera Rd. – Graffiti
- 11-08-17 – 4700 Timco W. – Alarm
- 11-09-17 – 5600 Bandera Rd. – Criminal Mischief \$100-750
- 11-09-17 – 6800 Huebner Rd. – 911 Hang up
- 11-09-17 – 7000 Bandera Rd. – 911 Hang up
- 11-09-17 – 7500 Eckhert Rd. – 911 Hang up
- 11-09-17 – 5900 Forest Mill – Suspicious Person
- 11-09-17 – 6300 Evers Rd. – Suspicious Vehicle
- 11-09-17 – 6300 Pickering – City Ordinance Violation/Barking Dog
- 11-10-17 – 7200 Bandera Rd. – Alarm
- 11-10-17 – 5600 Evers Rd. – Theft of a Motor Vehicle
- 11-10-17 – 5900 Wurzbach Rd. – Deceased Person
- 11-11-17 – 7200 Bandera Rd. – Alarm
- 11-11-17 – 6200 Grissom Rd. – 911 Hang up
- 11-11-17 – 5900 Forest Knoll – City Ordinance Violations x 2
- 11-11-17 – 7400 Huebner Rd. – Damage to City Property /Vehicle 303
- 11-12-17 – 7100 Bandera Rd. – Burglary/Habitation
- 11-12-17 – 7000 Bandera Rd. – Suspicious Circumstances
- The Criminal Investigation Unit
  - **Cases Filed Seven (4)**
    - 1 Assault Family Violence
    - 1 Deadly Conduct
    - 2 Theft 100-750
  - **CID Activity**
    - Working six (6) at large cases
    - Completed an audit of 33 SANE kits and read 29 of the reports
    - Processed 4 SANE kits to send to DPS Lab
    - Accomplished five (5) written statements
    - Conducted first Leon Valley Impound Lot auction of 18 vehicles.
- Code Compliance and Animal Control
  - Animal Control Officers made 50 animal related calls for service over this time period. The officers picked up 3 dogs and 7 cats. All of the animals were released to their owners or adopted out through adoption agencies. In addition, the officers picked up 5 dead animals, to include one dog, one cat, and 3 deer.
  - Code Compliance officers responded to 53 code related calls over this time period. The focus during this period was on high weeds and junk vehicles. During this time period 20 residents were notified about clearing their yards of high weeds, and 14 residents were notified about junk vehicles in their yards. Four vehicles were towed from non-compliance. Officers picked up more than 50 bandit signs, with 10 citations or notices being issued.
- Training
  - 10/30/17 to 11/4/17 – Chief Salvaggio attended New Chief of Police School at the Bill Blackwood Law Enforcement Management Institute at Sam Houston State University.
  - 10/30/17 to 11/3/17 – Officers J. Breton and J. Vasquez attended Crime Scene Search classes at AACOG for Intermediate Certification

- 11/6/17 – Cpl. L. Farias and Officer A. Griego attended Dynamics of Officer/Citizen Contacts course in Georgetown, Texas
- 11/6/17 to 11/10/17 – Officers C. Yarbrough and B. Evans attended CIT (Crisis Intervention Training) classes
- 11/07/07 to 11/09/17 – Captain Saucedo attended Instructor Inservice for Law Enforcement Protective Measures at Anniston, Alabama
- 11/12/17 to 11/15/17 Animal Control Officer Andy Garcia attended Chemical Capture and Restraint and Advance Animal Control Officer level 2 of 3
- Community Services
  - A Special Olympics meeting were attended by T. Brooks 10/20/17
  - Six additional officers came in to patrol the neighborhoods and hand out candy from 1700 to 2130 hrs.
  - Eight officers participated in a Special Olympics Bowling tournament on 11/07/17 to raise money for the Olympians.
  - Chief Salvaggio was a key note speaker at the Leon Valley Elementary Veteran’s Day Remembrance.
  - The Department participated in the Drug Take Back Program on October 28. Captain Saucedo collected 192 pounds of miscellaneous prescription drugs.
  - Corporal Farias attended the Science and Technology Red Ribbon Week and spoke to the children about staying away from illegal drugs.
- Traffic Citations – 93
- Warnings - 61
- Other – 1

## Fire Department

- **Promotion of New Fire Captain** – Following the retirement of long time Fire Captain, Oscar Valdez, Lt. Jim Garcia has been promoted to the rank of Fire Captain. Captain Garcia is a 14-year veteran of the fire service and has an Associates Degrees from San Antonio College in Fire Science, and holds certifications as a Master Firefighter, Advanced Instructor, and Advanced Fire Officer. Captain Garcia is currently enrolled in Fire Inspector school. Captain Garcia will be assigned to A-shift, which is his current shift assignment.
- **Training** – Firefighter Jim Ortiz is attending Tactical Paramedic training through the San Antonio Police Department, and 4 Firefighters are attending a special rescue operations rope training course at the Universal City Fire Department.
- **Flu shots** - The Fire Department is administering free flu shots to all city employees. Flu shots are made available on a voluntary basis to employees, and is intended to prevent an outbreak in the workplace. The City of Leon Valley's Medical Director, Dr. Manifold, is encouraging all citizens to seek opportunities to obtain a flu shot.
- **Canned Food Drive** – All departments in the City are participating in annual canned food drive through November 20<sup>th</sup>. Drop off locations include the Fire Department, Police Department/City Hall, and the Library.
- **Pedestrians hit by cars** – EMS responded on December 11<sup>th</sup> for two separate incidents of vehicles hitting pedestrians, just hours apart. One patient refused treatment and the other is last known to be in critical condition at a local emergency room.
- **Structure fire at Vista Del Rey** – Firefighters responded to a call for a structure fire at Vista Del Rey apartments on December 10<sup>th</sup>. Firefighters arrived quickly to find a small fire in a laundry room, and quickly extinguished the fire. No injuries occurred as a result and there was only minimal damage thanks to a quick response.
- **Technology upgrades** – Leon Valley Fire Department has had the new preemption Opticom system installed in the vehicles, as phase 1 of the project. Once complete, this system will allow Firefighters to

control the traffic lighting as they respond to emergencies. The complete installation is projected to be by the end of the calendar year.

- **Veterans Day** – The Fire Department Honor Guard was successful in the first annual flag retirement ceremony at Veterans Park. Approximately 100 people attended the event, including Boy/Girl Scouts who helped prepare the flags for retirement. One hundred and twenty-two flags were eventually retired, respectfully.

### **Community Development Department**

- Comprehensive Master Plan
  - Public hearings to be scheduled for December 5 and December 19 City Council meetings. Consideration of Master Plan to be scheduled for December 19, 2017 City Council meeting.
- Zoning Code Revisions
  - Staff has begun making edits to the code, and proposes to bring code amendments to Zoning Commission in January, 2018.
- Zoning Cases
  - ZC 2017-402: UHaul, Grissom Rd and Timberhill (CB 4433 BLK 101 Lot 103), proposes to rezone from Sustainability Overlay to Commercial Industrial Overlay so they can build a self-storage facility. They want this facility to include Auto (RV) and Boat storage which requires an SUP in a B-3 district. This will be scheduled for the January 23, 2018 Zoning Commission meeting and the February 6, 2018, City Council meeting.
  - Staff is preparing a resolution to initiate a rezoning of Zapata Creek for consideration by City Council at the December 5, 2017 meeting.
  - SUP 2017-281: Specific Use Permit request for Entertainment – Outdoor for 6320 Bandera Road was postponed at the September 28 and October 24, 2017 Zoning Commission meetings due to an incomplete application submittal.
  - Staff received an inquiry for a Specific Use Permit for a proposed veterinary clinic at the corner of Poss and Grissom. Staff researched and compiled development history for this property. No application for this project has been received.
- Board Of Adjustment
  - No applications.
- Plats
  - Replat 2017-002 Crystal Lake: Proposed plat will consolidate parcels for a business park on 5309 Wurzbach Road.
- ONIT
  - Staff continues to work with the OnIt team to resolve zoning and code enforcement cases. Staff researched enforcement options pertaining to substandard buildings.
- Audit
  - Staff continues to work with the audit team to resolve C of O and Code issues. A site visit/inspection was conducted a multiple businesses at on Timco West.
- Permitting And Records Management
  - 34 permits including 7 Certificates of Occupancy and 27 other permits were issued from November 1 - 15, 2017.
  - Staff mailed out notices to food establishments to submit their application to renew their license.
  - Staff continues to create digital records for permits and zoning files pre-dating City procurement of InCode software.
  - Staff is developing a uniform paper filing system for each project type that includes a cover/sheet index for each file.
  - Staff is inventorying/filing documents in the storage area to transfer for formal

archiving/destruction.

- Development Meetings
  - On November 1, 2017, staff met with a developer interested in apartment development near Grissom and Timberhill.
  - On November 1, 2017, staff met with a property owner wanting to construct a home on Thunderbird on an infill lot.
  - On November 9, 2017, staff met with representatives of Bandera Marketplace to discuss renovations to the shopping center.
- Ordinance Amendments
  - An amendment related to the National Electrical Code and electrical permits is scheduled for the Nov. 21, 2017, City Council meeting.
  - Staff is drafting a Substandard Buildings code to be scheduled for the December 5, 2017, City Council meeting.
- Adopt A Spot
  - Staff participated in the Briscoe Middle School Career Fair on November 10, 2017, to advertise the Leon Valley Adopt-A-Spot Program. One completed application was received.
- Professional Development
  - Staff attended a Small Cell Telecommunications networking event sponsored by CPS Energy on November 1, 2017.
  - Staff was provided a web site for training by Tyler Technologies on Call Center in Incode related to tracking Code Compliance cases.
  - Staff attended MS4 workshop at San Antonio River Authority on November 7, 2017.

### **Library**

- Sat, Dec 2 8am – 10:30 am: Breakfast with Santa and Silent Auction In Community Center
- Sat, Nov 25 (the Saturday after Thanksgiving) the library is open from 10 – 2.
- The LV Library will open seven days a week starting Fri, Dec 8:
  - Mon/Wed/Fri 10: 00 a.m. - 6:00 p.m.
  - Tues/Thurs 10:00 a.m. - 8:00 p.m.
  - Saturday 10:00 a.m. – 2:00 p.m.
  - Sunday 2:00 p.m. - 6: 00 p.m.

### **Upcoming Events:**

- Regular City Council Meeting begins at 6:00 p.m. on Tuesday, November 21, 2017, in the Leon Valley City Council Chambers.
- Upcoming Important Events:
  - Next City Council Meeting December 05, 2017, at 6:00 p.m.
  - November 23-24, 2017, City Offices are closed in observance of Thanksgiving
  - December 2, 2017, 8:30 a.m. – 11:00 a.m., Library, Breakfast with Santa
  - December 4, 2017, 6:00 p.m. - 8:30 p.m., Conference Center Greenspace, Holiday Tree Lighting, NISD Concert and Visit from Santa
  - December 22, 2017 – January 1, 2018, City Offices are closed in observance of Christmas/New Years
- Committee Meetings:
  - NONE