

CITY OF LEON VALLEY INTEROFFICE MEMORANDUM

DATE: May 20, 2025

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.

Public Works

- The bids for the FY 25 Street Maintenance Project were opened on May 15th. Once they have been checked for accuracy, the City Engineer will make a recommendation, and the item will be taken to City Council for approval. We expect the work to begin in early summer. This year we will tackle a portion of Wurzbach Road (Evers Rd. to Bandera Rd.).
- The City Engineer is working on plans for the replacement of water mains on Pickering, Rimkus, and Kinman.
- Staff is finishing up the easement agreements for the right of way along William Rancher and along Aids Drive.

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Additional Public Works Activities

- Constructing a concrete pad for outbuildings at the kennel site.
- Demolishing the LV swimming pool facility. Waiting on CPS to cut the energy to the facility prior to demolishing the large pool.
- Rebuilding the sidewalk along Forest Pine.
- Setting up for Bexar County events this week.
- Mowing Sawyer, Timberhill at Blacksmith drainage, Wurzbach and Exchange Parkway, and Bandera Road.
- Replacing the Fire Dept. cabinets from the vent hood installation.
- Reading meters.
- Repairing a water main leak on El Verde.
- Performing inspections at Seneca Trails for water and sewer main installs.
- Repairing the compressor.
- Replacing filters on gas pumps.
- Performing preventative maintenance on backhoes and loaders.
- Mowing Bandera Road and moving on to Huebner Road.

- Replacing the Fire Dept. cabinets from the vent hood installation.
- Addressing service requests.
- Taking water samples.
- Flushing dead-end mains.
- Performing inspections at Seneca Trails for water and sewer main installs.

PW GRANTS

- The engineer continues designing the El Verde Water Main Replacement Project. This project is being funded with a \$1,300,000 Bexar County ARPA grant. The project will be advertised for bids in April.
- A Bexar County CDBG grant for replacing the sewer main in the alley between Cammie Way and Evers Rd was awarded January 7th. The project is being engineered, designed, and will be advertised for bids.
- Staff and the City Engineer continue to develop the plans for the Hike & Bike Trail Segment II. We will be submitting 100% plans for review in the next few weeks. Letting the project for bids is expected in October of 2025.
- Staff applied for a grant to acquire the services of a Forester. The grant will pay a salary
 for about three years. The Forester would be used to monitor Oak wilt disease, review
 tree removal requests, ensure tree permits are being inspected, determine the condition
 of city trees in various parks, and make recommendations for the removal or
 replacement of trees.
- Staff applied for a grant for a Hike & Bike Trails Master Plan from the AAMPO. This grant will pay \$100,000 for a planning document for the city's trail and shared path system. The city does not have a matching funds requirement, so if granted, the work would be performed at no charge to the city.
- Staff applied for a grant from the AAMPO for the Hike & Bike Trail Segment 3. The application was accepted, and we will now be moved to Step 2 in the process. The trail will connect at Evers Road and align with Huebner Creek up to Balky at the northern city limits line and connect to the City of San Antonio's trail system, which is already in engineering and design.
- Staff applied for a grant from Bexar County CDBG to install a new sewer main along Locker Lane.

OPEN RECORDS REQUEST

Request #	Name	Date Of	Description	Status	Days In	Date		nvoice	1	mount
OR-2025-123	Martin resendez	2/20/2025	Case I'd: 202102478 Requesting entire case file i.e notes, photos, video/audio any evidence. First responders, ems, firefighter, etc.	Received TX OAG Ruling # OR2025- 015411 - Pending Fee Acceptance	Queue 82	Complete	\$	920.00	\$	Paid
OR-2025-154	Santos Molinar- Owens	3/5/2025	All reports for Rodrigo Palacios DoB, Including report number 202500683	Pending TX OAG Ruling; and Pending Fee Acceptance	Paused		\$	-	\$	-
OR-2025-167	Arthur renteria	3/11/2025	Need all crash report data from bandera & wurzbach to bandera & senaca	Complete Closed Due to Lack of Response	63	5/13/2025	\$	-	\$	-
OR-2025-192	Elizabeth Gonzales	3/24/2025	Body Worn Camera Video and Requesting report from March 22,2025, involving myself Dob Charged With DWI.	Pending TX OAG Ruling	Paused		\$	219.00	\$	219.00
OR-2025-199	Don hassall	3/26/2025	Robert coalson	Pending Clarification from Requestor	Paused Until 61st day (05/25/2025)		\$	-	\$	-
OR-2025-251	Richard Lopez	4/23/2025	Related to TxDOT Crash ID 20719421.1/2025122799. 1. Any and all investigative reports, measurements, witness statements and notes taken during the investigation of the above refenced incident; 2. Names, addresses, and phone numbers of any witnesses of the above refenced incident; 3. Dispatch reports and/or transcripts phoned into "911" emergency operators in relation to the above referenced incident; 4. Any videotapes, footage, photographs, body camera and dash camera videos during the investigation of the above referenced incident; 5. Blood alcohol and/or drug testing, and criminal files regarding any individuals involved in the above referenced incident; 6. Any data from the Laser Scan that was conducted at the accident scene.	Complete	9	5/6/2025	\$	137.00	\$	137.00
OR-2025-253	Ashley Koop	4/23/2025	Please provide all police reports regarding the mother, Danielle Seiveley or Johnny Talamantez Any Call logs to the home for between 2022-09/2024 if relevant to the client.	Complete	5	4/29/2025	\$	_	\$	_
OR-2025-257	Mauricio Cortes	4/24/2025	Body Worn Camera Video and Police Report and any additional Accident's evidence	Complete	11	5/9/2025	s	82.00	\$	82.00
OR-2025-258	Reyes Browne Law Firm	4/24/2025	Our Office is requesting a copy of any video footage, including Dash Cam, Body Cam, Drive Cam, and/or Nearby Surveillance Video footage, 911 call sheet and incident report, and any/all information related to the accident with service ID # 202501167. Accident occurred in Grisson Rd & Bandera Rd, Leon Valley, TX 78238 on 04/14/2025, around 04:00 PM, our client is Tiburcio Albert Gonzalez, and the other driver involved is Aaron Olivarez.	Complete	12	5/12/2025	\$	48.00		48.00
OR-2025-260	Linda Carmona	4/25/2025	Requesting report involving Jose Hernandez DL on 4\24\25	Complete	7	5/6/2025	\$	-	\$	-
OR-2025-262	Brandon Martin	4/29/2025	Body camera footage of arrest of persons Brennon Smith from incident that occurred on 11/30/2022 at approximately 8:30pm.	Complete	2	5/1/2025	\$		\$	
OR-2025-263	Detective Rodney Aguilar	4/30/2025	Jeremiah Hernandez is applying with the San Antonio Police Department and listed that he may have received two tickets from your agency. I have attached our request along with his waiver. If you need any more information please let me know. Thank you in advance and be safe.	Complete	4	5/6/2025	\$		\$	_
OR-2025-264	Sgt. Yvette M. Guerrero	4/30/2025	Requesting a full police report with victim and witnesses information for case number 202500382 from Officer R. Gonzalez #575, location of 6815 Bandera Rd on 02/06/2025 on behalf of Crime Victim Liaison Bexar County DA's office in reference defendant Longoria, Jacob Ruben JN# 7091396, Cause # 2025PF04772. Thank you for your assistance in advance.	Complete	4	5/6/2025	\$	_	\$	_
OR-2025-265	Keith Gingrich	4/30/2025	ATF is in the process of auditing our weapons and it was discovered that a weapon Glock 19 BFGA567 was reported stolen in 2023. How do I obtain a copy of the police report? Stolen from Robert Johnson EE# 9261992 7/19/2023 Leon Valley PD Case# 2023-0374939	Complete	8	5/12/2025	\$	-	\$	-
OR-2025-266	Yvette M. Guerrero	4/30/2025	Leon Valley Police report case # 202500382 by Officer R. Gonzalez #575/ Location: 6815 Bandera Rd on 02/06/2025.	Complete	5	5/7/2025	\$	_	\$	_
OR-2025-267	Sydney Grimes	4/30/2025	I am reviewing the above case and am missing a lot of evidence. Please upload all 911 calls, all body cam and COBAN videos from all responding officers, all police reports and supplemental reports, and all pictures taken. The JN is 7035179, DEF Isaac Ruiz, offense date 10/8/2024. Please let me know if you need more info.	Complete	9	5/13/2025	\$	-	\$	-

Processed Requests Report 04-30-2025 Through 05-13-2025										
Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	·	Amo Pa	
OR-2025-268	Tobynn Partridge - Data Driven Safety, LLC	5/1/2025	Today we are making the request for the April 2025 Disposition Report in the same XLS format you have sent in the past. I am attaching a file for your reference. Please include the following fields in the report: Se, ect, 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	Complete	3	5/6/2025	\$	-	\$	
OR-2025-269	Emily Allen	5/1/2025	I am conducting a property condition assessment on the property at 5622 Evers Road known as The Mission at Medial and Previously Vistas Del Ray. As part of the due-diligence process, I am submitting this request through the Freedom of Information Act to obtain information specific to the property. Please provide the following information concerning the site and buildings: 1. Copies of outstanding code violations from the building, code compliance, fire, or zoning departments. 2. Copies of most recent inspection reports from the building, code compliance, fire, or zoning departments. 3. Are there any municipal required procedures or mandated improvements that are triggered by a change of ownership/title such as: a re-inspection by the Building Department, the installation of sprinklers, installing water conservation devices, etc.? If so, what are they? 4. Is the Property at risk for wildfire? 5. Is the Property subject to a local wind code? 6. Copies of Certificates of Occupancy. If there are any outstanding violations on file, please provide copies of the reports or citations. Copies may be emailed.	Complete	2	5/5/2025	\$		\$	_
OR-2025-270	Alexandra Pena Almaraz	5/1/2025	I am trying to get the lisence plate number make and model of the vehicle and also where the ticket took placeso I can gather documents to bring to court	Complete	7	5/12/2025	\$	-	\$	-
OR-2025-271	EUNICE F CONTRERAS	5/1/2025	I need my police report to sent to Gap insurance due to total loss claim. Eunice F Contreras date of incident: 10/21/2024 case # 202403281	Complete	3	5/6/2025	\$	-	\$	-
OR-2025-272	Erica Hsu	5/1/2025	Please accept this as the request for traffic data from 04/01/2025 – 04/30/2025. 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	3	5/6/2025	s	-	\$	
OR-2025-273	Steve Miller	5/1/2025	I came to the station and they instructed me to fill out an online form. I assume this is the correct place. My in-laws, James and Elaine Scheffler, live at 7218 Gumtree. They are age 91 and 89, we come daily to help care for them. A neighbor told me today that in the last two weeks a car (Infinity) has twice pulled up to the house around 2 or 3am and walked up to the door. She said she called the police one of the times and they came to check, she thought they followed the car. I am curious if that is indeed true, and if so was there a report on what the police may have found, and how I can get that info for the safety of my in-laws. If you need to contact me feel free to call or I can come talk to you in person if you so desire.	Complete	3	5/6/2025	\$		\$	_
OR-2025-274	Uvalle Law Firm, PLLC	5/2/2025	Dog bite incident report for case # 202500595. Our client is Ernesto Garcia.	Complete	0	5/2/2025	\$	- 1	\$	_
OR-2025-275	Carole Bartholomew	5/4/2025	Please email me the issued permits in April 2025 for residential and commercial with contractor, job address, value, square footage and issue date.	Complete	0	5/5/2025	\$	_	\$	_
OR-2025-276	Ashley Koop	5/5/2025	04/14/2025, a cross report was made from Los Angeles County Child Abuse Hotline regarding an allegation of general negelct to the above-mentioned child by the Mother, Danielle Seiveley The father to the child is Johnny Talamantez Family resided at t 6313 Evers Rd. #1213 (Forest Oaks Apartments), Leon Valley, TX 78238, Any Call logs to the home for between 2022-09/2024 if relevant to the client. (if dif from police report) Any restraining order between Johnny and Danielle; Criminal records for CLIENTS Johnny and Danielle.	Complete	6	5/13/2025	\$	_	\$	
OR-2025-277	Ashley Koop	5/5/2025	EMS Records related to Danielle Seiveley	Complete	1	5/6/2025	\$	-	\$	-
OR-2025-278	Layla Shuff	5/5/2025	My mother Barbara Felan physically assaulted me on April 24th 2018 when we lived at 7131 tealeaf st, San Antonio TX 78238. Police was called but no charges were filed. I need a copy of the report if available. Thank you.	Complete	5	5/9/2025	\$	_	\$	_

Processed Requests Report 04-30-2025 Through 05-13-2025										
Request #	Name	Date Of Request	Description	Status	Days In Queue	•		ıvoice Γotal		mount Paid
OR-2025-279	Wesley Williams / Thomas J Henry Law	5/5/2025	Please view open records request attached for client Dora Ybarra	Pending Payment	6		\$	27.00	\$	
OR-2025-280	Wesley Williams / Thomas J Henry Law	5/5/2025	Numerous items including body worn camera video for Case # 202501219	Pending Fee Acceptance	6		\$	621.00	\$	-
OR-2025-281	Courtney Just	5/5/2025	Could you please provide me with the Planned Development District Project Plan for Property ID: 355829 located at 6758 POSS RD LEON VALLEY, TX 78238. Please see image attached. Thank you.		1	5/6/2025	\$	-	\$	-
OR-2025-282	Kasey Little	5/6/2025	Please provide copies of any open zoning, building and or fire code violations and copies of Certificates of Occupancies. Property- 5622 Evers Rd, San Antonio TX 78238 (Vista Del Rey Apartments)	Complete	1	5/7/2025	\$	-	\$	-
OR-2025-283	joe-gamez	5/6/2025	There was an alleged AMENDED version to report# 202500804, if available, please provide. IF NONE, KINDLY ADVISE AND SIMPLY DISREGARD REQUEST Client JORGE PALLANES spoke to responding officer to amend and allegedly confirmed this was done. Follow up emails to angymiller have not confirmed said amendment available.	Pending Department(s) Response	5		\$	_	\$	-
OR-2025-284	Sarah Phosouvanh	5/6/2025	REQUEST FOR AN ACCIDENT REPORT IF NONE CAN YOU SEND US THE CAD REPORT INSTEAD 4/13/2025 @ MANDERA #202501161 TIME 08:22 PARTY INVOLVES PEDRO GOMEZ/MALYAR AHMADZAI	Pending Department(s) Response	5		\$	-	\$	-
OR-2025-285	Wesley Williams / Thomas J Henry Law	5/6/2025	Please see open records request attached for client Lisa Villa.	Pending Payment	5		\$	27.00	\$	-
OR-2025-286	Germer Beaman & Brown	5/7/2025	Receipts, invoices, inspection records, and other documents relating to the December 2014 purchase and subsequent remodel and conversion of the San Antonio Aquarium from the prior car dealership located at 6320 Bandera Rd, Leon Valley, TX 78238.	Complete	0	5/7/2025	\$		\$	_
OR-2025-287	Yellow Dog Reports	5/8/2025	VANESSA WILLBORN, 2006 LINCOLN MARK LT, EVERS ROAD, 78238 SAN ANTONIO, TX, USA, DATE:4-23-2025, TIME:16:50:42, REPORT#202501275	Pending Payment	3		\$	6.00	\$	-
OR-2025-288	Doranda Sirjue	5/9/2025	BWC video for 202500927	Pending Fee Acceptance	2		\$	76.00	\$	_
OR-2025-289	Taylor Wood	5/9/2025	All disciplinary records and performance reviews for Officer Marites Sanchez during term of employment with Leon Valley.	Pending Department(s) Response	2		\$	_	\$	-
OR-2025-290	CPS Margaret Alvarado	5/9/2025	Angelica Morin, Date of incident 4/27/2025, ADDRESS 5622 EVERS RD., 2025 LVPD 01321	Complete	2	5/13/2025	\$	-	\$	-
OR-2025-291	Sgt. Edward Rohmer	5/5/2025	Agency Name and Case # Leon Valey – 202500109 2025PFO1452, Charge: DRIVING WHILE INTOXICATED 2 ND , Def Name: PALACIOS, STEPHANIE JN# 7078264, Date & Time: 1/12/25 @ 2:03am Location: 5900 NW Industrial Dr., Officer Name: J. Orellana #512	Complete	6	5/13/2025	\$	_	\$	_
OR-2025-292	Sarah Phosouvanh	5/9/2025	REQUEST FOR AN ACCIDENT REPORT IF NONE CAN YOU SEND US THE CAD REPORT INSTEAD 4/16/2025 @ HUEBNER RD & BANDERA RD #202501198 TIME 11:50 PARTY INVOLVES ALONDRA CABRERA/MARIA PEREZ	L.omplete	2	5/13/2025	\$		\$	_
OR-2025-293	GABRIELA SOTO- LIMON	5/9/2025	BWC Video for 202501205	Pending Fee Acceptance	2		\$	95.00	\$	
OR-2025-294	Andrew Heim	5/10/2025	Body Worn Camera Video - Joshua Hinson - 05/15/2023	Complete	0	5/12/2025	\$	-	\$	
OR-2025-295	United States Federal Probation Officer Sandra Sanchez	5/12/2025	Assault Public Servant and Fail to ID Fugitive Intent to Give False Information on 5/9/2025 Carlos Smith DOB: Social Security Number:	Pending Department(s) Response	1		\$	-	\$	_
OR-2025-296	Cory Schuler	5/13/2025	Information related to Hector Guzman, Jr.	Pending Department(s) Response			\$	-	\$	-
OR-2025-297	Investigator Yvonne Crivello	5/13/2025	Information related to Evan C. Clark	Pending Department(s) Response			\$	-	\$	-

OFFICE OF THE CITY SECRETARY

PENDING PROJECTS:	ESTIMATED COMPLETION DATE:	STATUS				
Properly Preparing Very Old City Records to be Sent off to Storage		In Progress - Completed Ordinances 1974 - 1997;				
Sent on to storage	Friday, August 1, 2025	Completed Resolutions; Deeds/Agreements/Etc. in Progress.				
Adding Descriptions to Ordinances/Resolutions Listed in the Documents Library/MuniDocs	Tuesday, December 31, 2024	Complete				
Working on a Handbook for Boards, Commissions, Committees, and Liaisons	Monday, April 7, 2025	Complete - Provided to City Manager for review.				
Working on a Disaster Recovery Plan for Municipal Records	Wednesday, December 31, 2025	In Progress - Reviewing other Cities				

FIRE DEPARTMENT

- Please remember that the LVFD is always willing to help change smoke detector batteries for residents who need assistance, please contact us and we will schedule an appointment.
- The Fire Department needs non-perishable food, dry goods, diapers and baby formulas to replenish our Community Care Box. Please donate what you can and if you are in need, we are here to help.
- The Fire Department participated in a video for social media about heat safety. All of A-Shift were the stars. The video was created and published by Crystal Miranda.
- All members of the Fire Department received their annual physical. These physicals ensure our crews are ready to fight fire and perform under stress. These physicals include ultrasound, EKG, blood work, cancer screening, stress test, and physical ability.
- and climb on our fire trucks and honk the horn. A great time was had by all.

PLANNING AND ZONING

Planning & Development Cases:

- No. PZ-2024-29: 6530 Samaritan Seneca Trails Plat
- Project No. 2024-972: 6530 Samaritan Site Work Permit
- Project No. PZ-2025-8: 5700 Wurzbach Road Suite 5724-A Non-Specific Use Permit -Bail Bonds
- Project No. PZ-2025-12: St. John Baptist Vacate and Replat
- Project No. 2025-392: St. John Baptist Addition Site Work Permit
- Project No. PZ-2025-15: 6004 Grissom Road Specific Use Permit Communication Tower
- Project No. 2025-408: Site Work Permit 6320 Bandera Rd SA Aquarium
- Project No. 2025-378: Site Work Permit 7680 Huebner Rd Duplexes (Silos)

Permits:

- Garage Sale 2
- New Construction 2
- Utility 1
- Roof 2
- Animal Tag 3
- Plumbing 6
- Impact Fee 2
- Electrical 4
- Fire Alarm 1
- Food 1
- Mechanical 2
- Sewer and Trench 1

CO Issued

- Andre for Shipping Services/6422 Bandera Road
- Horizon Oxygen & Medical Equipment/5405 Bandera Road Ste. 102
- Infinity Cakes/5704 Evers Road
- Greater SA Housecalls/5309 Wurzbach Road Tower 100 Ste. 200-1
- Sheena's Pet Grooming/7007 Bandera Road Ste. 2
- Praise Chapel/6571 Bandera Road
- Texas Homes/137 Tribus
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 2200
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 2100
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 2000
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 1900
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 200
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 300
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 400
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 500
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 600
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 700
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 1400
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 1500
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 1600
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 1700
- The Alto Apartments/6300 Rue Marielyne St. Bldg. 1800 and Pool

UPCOMING LIBRARY PROGRAMS

EC: Ages 0-5* | SA: Ages 6-12 | YA: Ages 12-18 | A: Ages 18+ | G: All Ages *Recommended Ages for Storytimes: Baby & Me (0-18 months), Adventurers' Club (3-5 years), Li'l Explorers (18 months – 3 years)

Upcoming Regular Programs

- Tuesdays at 11 am: Baby Time May 20th
- Wednesdays at 10:30 am: Guest Storytime May 24th

• Fridays at 9:30 am: Abled Body Yoga – 30th

Upcoming Book Clubs:

• First in Series Adult Book Club, 4th Saturday of the month on May 24th at 1pm *Wicked* by Gregory Maguire.

New Programs

K9s for Warriors – Service Dog program – May 23rd & 27th at 11am. Come learn what it takes to be a working service dog and how these heroic canines help support our veterans. You'll also discover the proper way to interact with service dogs and see firsthand the amazing skills they use every day.

Homeschool Program -4^{th} **Wednesday at 12pm.** Co-ops, families, and groups are more than welcome to join us as on Wednesdays for school age activities, guest presenters, and opportunities for your students to present to a group.

Summer Reading Kickoff Carnival (at the Community Center): Friday June 6th 9am to 12pm.

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

 $\frac{https://www.leonvalleytexas.gov/sites/default/files/fileattachments/community/page/4055/cm_report_5-20-25.pdf$

OTHER MEETINGS AND EVENTS

• The next City Council meeting will be on Tuesday, June 3, 2025, at 6:30 pm, in the Council Chambers.