



CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM

DATE: June 2, 2026
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 city awarded a contract to RL Jones in the amount of \$844,878 for the FY 2025 Sewer Main Replacement Project (Forest Brook, Forest Ridge, Forest Mill, and Forest Knoll). Construction started on 2/2/26. The project is completed.
- The city awarded a contract to EZ Bel Construction in the amount of \$828,506.01 for the FY 25 Water Main Replacement project (Pickering, Kinman, and Rimkus Streets). Construction started on 1/19/26. Project is completed.
- Staff is working on the condemnation process to gain ownership of the portion of Zarzamora Creek in front of 5601 Bandera Road and along Aids Drive.
- Staff is investigating costs to construct a trail from the new Seneca Trails subdivision to the City of San Antonio's trail system in Huebner Creek.
- The Huebner Rd. Mill and Overlay (Evers Rd. to Bandera Rd.) was awarded to Clark Construction of Texas and began March 9th. Project is completed.
- The Timberhill Rd. Mill and Overlay (Huebner Rd. to City limits) was awarded to J&P Paving Company and began March 9th. The mill and paving portion of the project is complete. Pavement markings have been completed. Final work on the ADA sidewalks is completed. Project is completed.

Additional Public Works Activities

- Completed sidewalk repairs at 7114 Tea Leaf Dr.
- Repaired an additional section of sidewalk at 7118 Tea Leaf Dr.
- Repairing additional potholes located near the intersection of Timco W. and Bandera Rd.
- Repaired an asphalt entrance and transition in front of the restrooms at Rimkus Park.
- Mowing and trimming all City facilities, including Veterans Park.
- Setting the base for the new merry go round and preparing the merry go round pad at Rimkus Park to pour concrete
- Completing the mowing and trimming along Bandera Rd.

- Mowing the Timberhill drainage this week. If equipment can't operate in the creek because of recent rains, will shift to replacing bollards in front of the Wagon Spoke drainage area.
- Repairing a shower drain at the Forest Oaks pool.
- Electrician finished re-running the necessary electrical at PD, will complete the door this week for the evidence room.
- Repairing a roof leak at the Conference Center.
- Repairing a water service line leak at 6218 Sun Dial.
- Installing new water meters in Seneca West.
- Clearing any debris and brush away from sewer manholes at several locations.
- Performing move-ins/move-outs this week.
- Replacing a starter on a lawnmower.
- Replacing a starter on the front-end loader.
- Replacing tires on a Police vehicle.
- Repairing tires on a backhoe and sweeper.
- Congratulations! Mr. Brian Garcia obtained his TCEQ Class C – Ground Water Treatment Operator license.
- The evidence room wall and door is completed. Additional work this week will include the removal of a toilet and capping of the existing water in the area. Adding additional shelving.
- Completed mowing the Timberhill drainage. Mowing ROW this week to include Poss Rd., Evers Rd., Huebner Rd.
- Mowing and trimming Rimkus Park and Old Mill Park.
- Repairing a hose bib leak at the Fire Department.
- Clearing debris on the property adjacent to the small pavilion.
- Installing new water meters in Seneca West.
- Clearing any debris and brush away from sewer manholes at several locations.
- Making repairs to the City Hall irrigation system.
- Continue working on the TCEQ service line inventory.
- Repairing two lawn mowers with replacement of belts and pulleys.
- Repairing the sweeper to include replacing a sweeper guide bar.
- Working on end of month report.
- Coordinating the purchase and scheduling for delivery of additional fuel.

PW Grants

- The city was awarded a Bexar County ARPA grant for the El Verde Water Main Replacement Project in the amount of \$1,300,000. The contract was awarded to D & D Construction, and work has started. Construction started 1/12/26. All water improvements have been completed. The contractor is scheduled to complete the asphalt repairs next week.
- The city was awarded a Bexar County CDBG grant for replacing the sewer main in the alley between Cammie Way and Evers Rd. The city awarded a contract to Sovrex. The project is completed.
- The city was awarded a grant for a Hike & Bike Trails Connectivity Master Plan from the AAMPO. This grant will pay \$230,000 for a planning document for the city's trail and shared path system. Staff attended a TxDOT meeting to discuss the grant timeline.

The project kickoff meeting was held, and we are completing the TA Project Initiation & Development Checklist. TxDOT will then develop the Advanced Funding Agreement (5 mos.) The consultant procurement process can then begin.

- The city was awarded a grant in the amount of \$590,423 from Bexar County CDBG to install a new sewer main along Locker Ln. A pre-bid meeting was held on March 10, 2026. The bid opening was held and Sovrex, LLC was the low bidder. The contract was awarded by City Council, and a pre-construction meeting was held on Thursday, May 21, 2026. Construction is scheduled to start on June 22, 2026.
- Staff submitted a CDBG grant application to replace the Sewer Main in the alley behind Mike Nesmith.
- Staff and the City Engineer have submitted 100% plans for the Hike & Bike Trail – Segment II. The city received 15 bids. The low bid was submitted by Presidio Contracting LLC in the amount of \$979,511.60. The City received concurrence from TxDOT. City Council awarded the construction contract to Presidio Contracting. A pre-construction meeting was held on May 12th. A neighborhood project meeting will be scheduled for June 4th at the Conference Center.
- Staff applied for a grant from the AAMPO for the Hike & Bike Trail Segment 3. 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.
- The city was awarded a 50/50 matching grant in the amount of \$725,852 from the Texas Parks & Wildlife for the Forest Oaks Pool Renovation. Total project cost is estimated at \$1,451,704. TPWD staff conducted a site visit. We anticipate receiving the grant Agreement from TPWD in October. The grant contract period will be four years from the grant Agreement date. Project scope includes: keeping the existing swimming pool and replastering, installing new pool equipment, demolishing the existing baby pool and sidewalks/pool decking around the pool, demolish existing clubhouse and restrooms, installing new sidewalks/pool decking, new restrooms, a mechanical building, a storage room, a lifeguard office, a covered pavilion and shade canopies, new fencing, and new ADA chair lift.

OPEN RECORDS REQUEST

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2026-275	Mara Cardenas	5/12/2026	Good Afternoon. 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 available.	Complete	1	5/13/2026	\$ -	\$ -
OR-2026-276	LexisNexis	5/13/2026	Transaction/Reference #: 4038615558 High Monitored: PROGRESSIVE INSURANCE Report Type: Auto Accident Report/Case Number: 202600762 Date of Occurrence: 03/15/2026 Location of Loss: 5622 EVERS RD Cross Street: City: SAN ANTONIO County: BEXAR State: TX Insurance Company: PROGRESSIVE INSURANCE Insured Driver: Castro Driver 2: Driver 3: Last Note: No Association Performed. Sent To Print By Iserv (iserv) 5/8/2026 3:41:12AM More Info: TAG #: --- VIN #: ----MAKE: NISSAN MODEL: VERSA YEAR: 2024	Complete	0	5/13/2026	\$ -	\$ -
OR-2026-277	LexisNexis	5/13/2026	Transaction/Reference #: 4127333164 Not High Monitored: STATE FARM CLAIMS COMPASS Report Type: Auto Accident Report/Case Number: Date of Occurrence: 04/19/2026 0:0:0 Location of Loss: 5601 BANDERA RD Cross Street: City: LEON VALLEY County: BEXAR State: TX Insurance Company: STATE FARM CLAIMS COMPASS Insured Driver: Henriett Beauvil Driver 2: Driver 3: Last Note: No Association Performed. Sent To Print By Iserv (iserv) 5/10/2026 9:35:11AM More Info: TAG #: VIN #: MAKE: MODEL: YEAR:	Complete	0	5/13/2026	\$ -	\$ -
OR-2026-278	Stafon Reese	5/13/2026	Police Record of the incident involving the stolen Kia K5 from the Day Care Center on Poss Rd. This is for my records to obtain and share with my insurance policy ASAP, to escalate my claim for the damages from the recovery of my stolen vehicle. Case Number: 202601368 Date: 5/12/2026, Time of Incident: 7:10am, License Plate Number: ---	Complete	0	5/13/2026	\$ -	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2026-279	Frontier Waste Solutions (Chris Cox)	5/13/2026	Pursuant to the Texas Public Information Act, Chapter 552 of the Texas Government Code, I respectfully request copies of records related an exclusive franchise agreement contract granted by the City for the collection, removal, and disposal of solid waste. Specifically, I am requesting copies of the following: The fully executed exclusive franchise agreement, including all exhibits, attachments, schedules, and addenda. Any amendments, renewals, extensions, or revisions to the agreement. Any rate schedules, pricing sheets, fee schedules, CPI adjustment notices, or other rate adjustment documentation associated with the agreement. Any Memorandum of Understanding (MOU), Memorandum of Agreement (MOA), side agreement, or supplemental agreement related to the provision of solid waste services. Any City Council agenda packets, ordinances, resolutions, staff reports, or supporting materials related to the approval of the agreement. If available, I request that responsive documents be provided electronically. Thank you for your time and assistance.	Complete	0	5/13/2026	\$ -	\$ -
OR-2026-280	Property Team Rathbone Group	5/13/2026	RG Account No: 3172485.001 / MLZ , RG Client: United Services Automobile Association, Insurance subrogee of unliquidated tort claim for personal injury and/or property damage. Claim Amount: \$13,691.79, Date of Loss: 09/13/2024, Loss Location: 5650 GRISSOM RD APT 1209 SAN ANTONIO TX 78238, To Whom it May Concern: Please send a copy of the following to my attention: Any investigative report, notes, photographs, jottings, analysis, and any other written information including official reports concerning the fire that occurred at or around the address described above. This request is made pursuant to the Freedom of Information laws of Texas. If the cost to provide the above information exceeds \$25.00 or if you have any questions or concerns, please feel free to contact me.	Complete	1	5/14/2026	\$ -	\$ -
OR-2026-281	TEST ITEM	5/14/2026		Complete	0	5/14/2026	\$ -	\$ -
OR-2026-282	David Alva	5/14/2026	I am writing to request written verification of the status of my appeal, which I timely filed with your office. I have not received any confirmation or documentation showing compliance with Texas Code of Criminal Procedure Art. 45.0425 and 45.0426, which require the court to process the appeal and forward the record to the appellate court. Under Art. 45.017, the court must maintain an accurate docket reflecting all filings and actions taken. I have not received any such record. I also need to document several serious concerns regarding the handling of my case: The court proceeded with my case in my absence, raising concerns under Art. 45.021. My affidavit was not recorded, contrary to Art. 45.017. I have received no communication regarding the status of my appeal. A conviction was reported to DPS, triggering a suspension of my driver license, despite the court's knowledge that my case was being appealed. This appears to violate Transportation Code § 543.105, which prohibits reporting a conviction as final while an appeal is pending. To correct the record and preserve my rights, I request the following in writing: Confirmation that my appeal was received and properly filed under Art. 45.0425. The date the appeal record was forwarded under Art. 45.0426. A complete copy of the docket sheet under Art. 45.017. Confirmation of whether my affidavit was entered into the record. The name and title of the individual responsible for processing my appeal. An explanation for the premature reporting of a conviction to DPS	Complete	2	5/18/2026	\$ -	\$ -
OR-2026-283	Justin Garrison	5/15/2026	LexisNexis is attempting to obtain information on 2 traffic cases in your court as part of our Consumer Disputes process. We are seeking to re-collect case information that was previously collected from your court since a concern has been raised regarding the accuracy of the data on file. Please complete and return the attached form at your earliest convenience. If, however, either referenced case has been expunged, sealed, or is otherwise unavailable, please let me know and I will update my records accordingly. We sincerely appreciate your time and consideration on this matter. See attachment.	Complete	1	5/18/2026	\$ -	\$ -
OR-2026-284	Jon Huff	5/18/2026	Property Address: 5504 Bandera Road. Parcel: 217441. Year Built: 1981. Requesting copies of: 1) any Variances, Special/Conditional Use Permits issued (excluding any for signage). 2) any current/active/open Zoning, Building or Fire Code violations on file. 3) all Certificates of Occupancy on file. 4) approved Site Plan, if available. (Ref 26-594401.1)	Complete	0	5/18/2026	\$ -	\$ -
OR-2026-285	LaDonna Paine-Rivera	5/20/2026	Regarding Case 202402515 - I would like a copy of the statements that were made by Mr Jesse Rivera he is now saying his parents are perfectly safe. I also want to know why something is not being done.	Pending Fee Acceptance	4		\$ 262.34	\$ -
OR-2026-286	Jessica Gallardo	5/20/2026	Jessica and Bret Gallardo. I showed up to pick up my kids for my weekend and brought cops for standby due to Bret refusing. I need the report and/or footage for my lawyer.	Complete	2	5/22/2026	\$ 142.00	\$ 142.00
OR-2026-287	Stephanie Schreiner	5/21/2026	Pursuant to the Open Records Act, this is a request for a copy of the following records: An existing report(s) of any and all employees including part-time, temporary, seasonal employees and elected officials for fiscal year 2024-2025 or calendar year 2025. Each employee record should contain the year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title.	Pending Department Response	3		\$ -	\$ -

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OR-2026-249	Stacey Marie McCormick	4/28/2026	Breaking and Entering, Financial Crimes, Mail Theft, by a Kent E McCormick, his sister Gloria, and now an entire family using 1411 Diamond Bluff, San Antonio Tx 78251 as their mailbox money pit. Theft of Intellectual Property from all my addresses. Identity Theft, Grand Theft Real Estate. 1411 Diamond Bluff, San Antonio I am the owner sister from May 17th 2002. We never sold the house. Feb 19th, 2026 2026-00499, Relay to NY Cattargaus County Sheriff Gloria Gonzabiaes stolen letter. Judiciary Notices sent to wrong address Got wrong Beneficiaries signing our legal documents. Daryl G McCormick Grand Theft relay to Torrance CA Police Dept Jayona Singley Asbestos settlement stolen by fake attorney team/ Mail Theft from 12131 Eastbrook Ave, Downey CA 90242 , 12137 Eastbrook Ave, Downey CA 12109 Eastbrook Ave, Downey	Paused until 61st day after letter of clarification sent (06/28/2026)	29		\$ -	\$ -
OR-2026-260	Kathryn Davis	5/3/2026	I would like to respectfully request the case files related to the investigation of Christopher Preciado in connection with the deaths of Savannah Soto, Matthew Guerra, and their unborn child Fabian. On December 26, 2023, Savannah Soto (age 18), who was pregnant and days away from giving birth, and her boyfriend Matthew Guerra (age 22) were found deceased in Guerra's Kia Optima in the 5900 block of Danny Kaye in San Antonio, Texas. Investigators later determined that they had been killed on December 21, 2023. Christopher Preciado was later identified as the suspect, arrested, and charged in connection with the deaths of Soto, Guerra, and their unborn child Fabian. He was found guilty in March 2026 and, on March 26, 2026, was automatically sentenced in Bexar County to life in prison without the possibility of parole. Case Details: • Date of Incident: December 21, 2023 • Location: 5900 block of Danny Kaye, San Antonio, Texas • Suspect: Christopher Preciado (age 21 at sentencing) • Victims: Savannah Soto (age 18), Matthew Guerra (age 22), and unborn child Fabian • Investigating Agency: Leon Valley Police Department • Assisting : San Antonio Police Department; Bexar County District Attorney's Office • Court/Sentencing Date: 290th Criminal District Court, Bexar County, Texas, March 26, 2026 Requested Records: 1. Incident and arrest reports 2. 911 call recordings and dispatch logs 3. Body-worn camera footage from responding officers 4. Photographs and videos collected during the investigation 5. Interview recordings with the suspect and witnesses. Please inform me of any costs associated with fulfilling this request before processing it. If any portions of the requested records are exempt from disclosure, I kindly ask that you provide the non-exempt portions and include an explanation for any redactions or withholdings. I would appreciate receiving these records in an electronic format, if possible. Please contact me at this email to arrange delivery or to discuss any questions or clarifications regarding this request. This request is	Complete	10	5/18/2026	\$ 152.30	\$ 152.30
OR-2026-263	Keshav Ghai	5/5/2026	Records related to the deaths of Savannah Soto, Matthew Guerra, and Soto's unborn son Fabian, and the subsequent investigation of Christopher Preciado: Requested Records: 1. 911 audio of the call(s) placed by Matthew Guerra's family member(s) on or about December 22-23, 2023, reporting the disappearance of Matthew Guerra and Savannah Soto. 2. 911 audio of the call placed by Joanie Wasil (Savanah Soto's sister-in-law) on December 26, 2023, reporting the discovery of the bodies of Savannah Soto and Matthew Guerra at the Colinas at Medical Apartments, 5903 Danny Kaye Drive, San Antonio, TX 78240. 3. Body-worn camera video and audio from the responding Leon Valley Police Department officer(s) on Friday, December 22, 2023, at Valencia Lofts, 6007 Grissom Road, Leon Valley, TX 78238, documenting the wellness check and the determination that there were no signs of forced entry and no immediate cause for concern at that time. 4. Body-worn camera video and audio from the responding Leon Valley Police Department officer(s) on December 26, 2023, at the Colinas at Medical Apartments, 5903 Danny Kaye Drive, San Antonio, TX 78240, documenting arrival and the confirmation that Savannah Soto and Matthew Guerra were deceased inside the vehicle. 5. Home surveillance and/or doorbell camera video collected, preserved, or obtained by the Leon Valley Police Department from Valencia Lofts, 6007 Grissom Road, Leon Valley, TX 78238, for the period 11:40 PM – 12:50 AM on December 21-22, 2023, depicting the last known footage of Matthew Guerra alive. 6. CCTV / surveillance video collected, preserved, or obtained by the Leon Valley Police Department from the Colinas at Medical Apartments, 5903 Danny Kaye Drive, San Antonio, TX 78240, for the period 11:55 PM – 12:05 AM on December 21-22, 2023, depicting a dark Chevrolet Silverado truck cruising the parking lot followed by the victims' vehicle with its lights off. Incident Details: - Case/Incident Number: Unknown — please reference by incident details below - Victims: Savannah Soto (age 18), Matthew Guerra (age 22), and Soto's unborn son, Fabian - Subject: Christopher Preciado - Date of Incident: December 21-22, 2023 (homicides); December 26, 2023 (body discovery) - Time of Incident: Approximately 11:40 PM – 1:00 AM - Locations: Valencia Lofts, 6007 Grissom Road, Leon Valley, TX 78238 (last-known-alive location); Colinas at Medical Apartments, 5903 Danny Kaye Drive, San Antonio, TX 78240 (body discovery) This request seeks the native digital copies of the above listed evidence records.	Complete	9	5/18/2026	\$ 102.30	\$ 102.30
OR-2026-267	Pape Dawson	5/6/2026	Requesting water and sewer as built near property boundary. Amending a previously submitted request under the following reference number: OR 2026-265. Attached is an aerial and markups indicating which areas are needed.	Complete	6	5/14/2026	\$ -	\$ -
OR-2026-271	Rohan Kansagra	5/8/2026	Water right number for the water right purchased in 2026 from Harlach. Full entity name of Harlach and county they are located, if possible. Exact transaction date.	Complete	4	5/14/2026	\$ -	\$ -

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OR-2026-288	Ivan Sierra	5/21/2026	Environmental Assessment of the property located at: Address: 5404 Wurzbach Road, Property ID: 447659, 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. The presence of above-ground (AST) or Underground (UST) service tanks. 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 such as fire or hazmat calls.	Complete	1	5/22/2026	\$ -	\$ -
OR-2026-289	Jerry Higginbotham	5/21/2026	Re: Jensen, Benjamin Noah Date of Birth: ----4, SSN: --, Alias(es): To Whom It May Concern: The above listed individual has applied for employment with the Portland Police Bureau (OR: OR0260200) in OR for the position of Community Police Officer - Applicant. 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	5/27/2026	\$ -	\$ -
OR-2026-290	Tiffany Bradfield	5/21/2026	Pursuant to the Texas Public Information Act, I also request records related to the approval or denial of AI training proposals from January 1, 2025 to present, including emails, meeting notes, applications, and criteria used.	Pending Fee Acceptance	4		\$ 48.60	\$ -
OR-2026-291	Alyssa Salazar	5/21/2026	Pursuant to Texas Public Information Act, I am requesting the following for 7113 Bandera Rd, Leon Valley, TX 78238: 1. Grease interceptor/grease trap size, type, installation date, and location on file. 2. All plumbing permits and final inspections for food service conversion ~2017. 3. Last 3 grease interceptor pump manifests and dates of service. 4. Current FOG compliance status, any notices of violation, or required upgrades on file. 5. Written determination: If property was food establishment 2017-2024, vacant 18+ months, and reopens with dairy beverage service (Italian cream sodas, dirty sodas), does Leon Valley Code require upgrade to current interceptor standards for new Certificate of Occupancy, or can existing compliant unit be used?	Complete	1	5/22/2026	\$ -	\$ -
OR-2026-292	Crystal Gutierrez	5/25/2026	I am formally requesting copies of the following records regarding the City of Leon Valley Fire Station, located at 6300 El Verde Road, Leon Valley, Texas 78238 facility, operations, and administrative communications. Part I: Facility Maintenance and Environmental Records for January 2015 through May 25, 2026. 1. HVAC maintenance and cleaning Records. Any and all work orders, service logs, inspection reports, repair receipts, and routine maintenance records for the heating, ventilation, and air conditioning (HVAC) systems from the opening of the fire station in 2015 to present day. 2. Historical Logs. Any written or electronic logs, service requests, or communications demonstrating the last documented date of professional HVAC duct cleaning at the fire station, prior to February of 2026. 3. Vendor quotes and Bids. Any and all written or electronic quotes, bids, estimates, or proposals submitted by third parties contractors or vendors for HVAC duct cleaning, air quality testing, or mold remediation. 4. Inspection photographs and Findings. Any and all written or electronic inspection reports, photographs, digital images, video recordings, and preliminary findings and /or reports regarding the current condition of the HVAC systems and air ducts at the fire station. 5. General Facility Maintenance. All written or electronic logged work orders, facility repair requests, and structural maintenance history concerning the living quarters, kitchen, and apparatus bays of this fire station to demonstrate the ongoing pattern of facility upkeep. Part II: Administrative Communications. 1. Internal Administration . Any and all written or electronic emails, internal memos, digital messages, or text messages sent or received by Fire Department Administration (Chief, Asst. Chief), the City Manager, Assistant City Manager, and Human Resource Director containing any of the following terms from February 15, 2026 to May 25, 2026: "Air ducts" "HVAC" "Duct cleaning" "Fire	Pending Department(s) Response	1		\$ -	\$ -
OR-2026-293	Tiffany Bradfield	5/25/2026	Texas Public Information Act request (clarification/expansion). For January 1, 2025 to present, please produce electronically (searchable format): 1. All records (emails, internal chats/messages, memos, notes, calendars/invites, event listings, social posts, draft slides/materials, sign in sheets, approvals) related to: o My AI training proposal(s), evaluation, disposition, and any decisions about City support (space, marketing, calendar). o The seniors' AI information session, including origin (Mayor's office request), planning, approvals, scheduling, outreach/marketing, and any post event notes or attendee demographics if collected. 2. Any policies/SOPs, guidelines, or checklists that: o Distinguish "internal programming" from external/vendor programming. o Define qualifications standards for presenters (internal and external). o Describe program proposal evaluation and public notification/outreach practices. 3. Budget, grant, or procurement documents referencing AI programming, digital literacy, technology training, or consultant services for FY 2024-2026 (submissions, awards, denials, internal justifications). 4. Communications referencing or asserting that I was "nonresponsive," including sender, recipient, date, and the underlying messages. If estimated costs exceed \$40, please provide an itemized estimate and the opportunity to narrow. If any portion is withheld, release all reasonably segregable parts and identify the specific exemptions claimed. Records on personal devices/accounts used for City business are included.	Routed to City Secretary for Review and Cost Estimate	1		\$ -	\$ -

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OR-2026-294	Lorraine Hernandez, US Probation-San Antonio Division	5/27/2026	Requesting Leon Valley Police Department offense report: Offense Date: December 10, 2020 - Man/Del Cs PG1 >=4g<200g & Poss Cs Pg2<1g	Pending Department(s) Response			\$ -	\$ -
OR-2026-295	Jennifer Ramirez, investigator with Child Protective Services	5/27/2026	I am looking to obtain police report # 202601465 regarding an injured child for an open child protective services investigation. The incident happened on 5/21/2026 around 1PM. The responding officer was Officer Anthony Reyna	Pending Department(s) Response			\$ -	\$ -
OR-2026-296	Wesley B Ratko	5/27/2026	Pursuant to the Texas Public Information Act, I request records maintained by the Leon Valley Police Department related to traffic stops conducted by LVPD officers in the City of Leon Valley from January 1, 2021, through the date this request is processed. Specifically, I am requesting data for traffic stops in which an LVPD officer stopped a vehicle and issued a traffic citation, ticket, warning, or similar enforcement action. Please exclude records where the stop primarily involved: * A crash investigation * An arrest * A non-traffic criminal investigation not tied to a traffic citation For each responsive traffic stop or citation record, please provide the following fields, if maintained: * Date of stop * Time of stop * Street, roadway, highway, mile marker, block number, intersection, GPS coordinates, or other location information * Citation or ticket number, if releasable * Violation/offense code * Violation/offense description * Whether a citation, ticket, warning, or other disposition was issued * LVPD service area, beat, sector, district, or patrol area, if available * Officer, unit, badge, or anonymized officer identifier, if releasable * Any other fields that would help identify which roads, highways, intersections, or locations have the highest volume of traffic enforcement activity I prefer to receive the records in electronic, machine-readable format, such as CSV, Excel, or another delimited data file, rather than PDF or scanned records. If LVPD maintains a database or structured data export containing these records, I request the relevant fields from that database rather than individual citation documents. If any portion of the requested information is considered confidential or exempt from disclosure, please redact the exempt information and release the remaining non-exempt portions of the records.	Pending Department(s) Response			\$ -	\$ -
OR-2026-297	Raul Valdez (SAPD)	5/27/2026	I am conducting a background investigation on the listed applicant, and I am kindly requesting a records check. Will you please check your files to see if your department has had any contact with the applicant including, but not limited to: any police contact/ reports, involvement in criminal activity, arrests, traffic violations, traffic accidents with your agency. I have attached the applicant's signed release waiver, and our agency letterhead. Thank you, be safe.	Pending Department(s) Response			\$ -	\$ -

CITY SECRETARY

- Alamo Chapter Inc., TMCA - Board Of Adjustment Training with Attorney Dan Santee - Virtual Training 1.5 hours

PENDING PROJECTS:	ESTIMATED COMPLETION DATE:	STATUS
Complete necessary changes to the draft Handbook for Boards, Commissions, and Liaisons; and submit to City Manager for final review.	November 30, 2025	November 24, 2025 - Submitted to City Manager for review.
Conduct a Record Destruction for all Municipal Records that have meet the Retention Period	December 31, 2025	October 31, 2025 - 17 Boxes Destroyed. Preparing 30 Boxes to be destroyed on December 31, 2025. Completed
Develop a Disaster Recovery Plan for Municipal Records		In progress
Prepare for the Annual City-Wide Garage Sale	March 28, 2026	Completed
Prepare all documents and notices for the May 2026 General Election	June 31, 2026	Notice of Filing Period - Posted 12/01/2025; Posted Candidate Packet 12/23/2025; Posted Notice of Drawing for a Place on the Ballot 01/14/2026; Notice of Election to be published in Express News on 04/08/2026, and in LaPrensa on 04/12/2026.
Properly Inventory and Prepare Old City Records for Appropriate Storage or Destruction	Completion Date Unknown - This is a project that is only worked on as time allows.	In Progress - Completed Ordinances 1974 -1997; Completed Resolutions; Deeds/Agreements/Etc. in Progress.

FIRE DEPARTMENT

Community Firefighting

The LVFD will be supporting the LV Library on June 5th with the dunking booth. Not only will the LVFD be assisting with the setup and filling of the dunking booth, but they will also have the Fire Chief and Assistant Fire Chief serving time in the dunking booth. Everyone is invited to come by and see if you can dunk the chief officers of our fire department.

As we enter our hot summer months, kids are home and out of school. During the time between school years, some families experience food shortages when no school breakfast and lunches are available. The LVFD continues to maintain our Blessing Box program. This program collects non-perishable food in the red food barrels located at the LVFD. This food is available to anyone in need. Please donate at any time, and if you are in need, come by Monday through Friday between 8 and 5. The LVFD will assist with gathering food and help load it into your vehicle if needed. If you are a resident and have no transportation, please call LVFD at 210-684-3219 and we will find a way to get food to your location if needed.

The LVFD will be supporting the School of Science and Technology with their end-of-year festival. This event will be held on Friday, May 15th. The LVFD will be staying to mingle with students and have some fun.

PLANNING AND ZONING

Planning And Zoning Cases

PZ-20226-10: BOA Variance for shed

PZ-2026-9: PDD Amendment 6612 & 6618 Sawyer Rd

Reviewing Permitted Use Table

Permits

Fence 16

Gas 14

Plumbing 20

Sewer and Trench 12

New Construction 2

Impact Fee 4

Electrical 18

Fire 2

Utility 4

Driveway 5

Roof 1

Food 1

Sign 1

Mechanical 4

Plumbing-Irrigation 3

Garage Sale 2

Tree Removal 2

CO Issued

Simple Solutions Law, PLLC/5309 Wurzbach Road Ste. 100-1

Esta Pizza/7007 Bandera Road Ste. 11

UPCOMING LIBRARY PROGRAMS

- Friday, June 5th – Summer Reading Kickoff Carnival – 9:00am-12:00pm (All ages)
- Tuesday, June 9th – Baby Open Play – 11:00am (Ages 0-5yrs)
- Tuesday, June 9th – Robotics Club – 3:00pm (Ages 4-18yrs)
- Tuesday, June 9th – Family Tree of Love – 6:00pm (All ages)
- Wednesday, June 10th – Elizabeth Kahura: A Jungle Walk – 10:30am (All ages)
- Wednesday, June 10th – Sand Art – 3:00pm (Ages 5-12yrs)
- Thursday, June 11th – Storytime – 10:30am (Ages 0-5yrs)
- Thursday, June 11th – Fairy Light Jars – 6:00pm (Ages 13-19yrs+)
- Friday, June 12th – Rock Painting – 10:30am (All ages)
- Saturday, June 13th – Drum Circle – 11:30am (All ages)
- Tuesday, June 16th – Baby Storytime – 11:00am (Ages 0-5yrs)
- Tuesday, June 16th – Robotics – 3:00pm (Ages 4-18yrs)
- Tuesday, June 16th – Birdhouses – 6:00pm (All ages)

- Wednesday, June 17th – Science Heroes – 10:30am (All ages)
- Wednesday, June 17th – Paper Mache – 3:00pm (All ages)
- Thursday, June 18th – Storytime – 10:30am (Ages 0-5yrs)
- Thursday, June 18th – Junk Journal – 6:00pm (Ages 13-19yrs+)
- Friday, June 19th – Chalk Art – 10:30am (All ages)
- Saturday, June 20th – Book Club – 12:00pm (Ages 18yrs+)
- Tuesday, June 23rd – Baby Open Play – 11:00am (Ages 0-5yrs)
- Tuesday, June 23rd – Robotics – 3:00pm (Ages 4-18yrs)
- Tuesday, June 23rd – Mini Canvas Splatter – 6:00pm (All ages)
- Wednesday, June 24th – Silly Sparkles Magic Show – 10:30am (All ages)
- Wednesday, June 24th – Slime Time – 3:00pm (Ages 5-12yrs)
- Thursday, June 25th – Storytime – 10:30am (Ages 0-5yrs)
- Thursday, June 25th – Pom Pom Bouquet – 6:00pm (Ages 13-19yrs+)
- Friday, June 26th – Foam Party – 10:30am (All ages)
- Saturday, June 27th – Author's Table Book Club – 11:00am (Ages 18yrs+)
- Tuesday, June 30th – Baby Rave – 11:00am-1:00pm (Ages 0-5yrs)
- Tuesday, June 30th – Robotics – 3:00pm (Ages 4-18yrs)
- Tuesday, June 30th – Loom Weaving – 6:00pm (All ages)

Grant Applications:

TLA Summer at the Library Grant Program funded by HEB up to \$10,000

It is designed to support libraries in expanding and enhancing their summer programming. By providing financial assistance, this grant helps libraries create engaging reading experiences, develop impactful programs, offer outreach and learning opportunities, and reach more community members. *(Submitted April 8, 2026; Notified on May 15th that we were not selected for this grant)*

Dollar General Adult Literacy Grant for \$10,000 – Awarded Notification on May 08, 2026.

Adult Literacy and Workforce Development for instructional support for adult learners for GED, English Language Acquisition (ELA), and Workforce Development. *(Submitted on January 20, 2026, Anticipated budget adjustment in July)*

Dollar General Youth Literacy Grant for \$5,000

To initiate the Two Languages, One Story: A Bilingual Literacy Program that will provide interactive read-aloud experiences, vocabulary development, and take-home literacy resources to help K–5 students and their families build reading confidence and strengthen English and Spanish language skills. *(Submitted on March 27, 2026)*

TSLAC Special Projects Grant Program for \$75,000

Establishes a consistent, long-term Adult Education and Workforce Development service at the Library, transitioning from occasional programming to an ongoing service model.

(Submitted February 9, 2026; Notified on April 27th that the grant has been recommended for funding. In Pre-Award Assessment)

Community Project Funding Request – TX-20 Congressional District – \$6,700,000

Proposed funding to support the Leon Valley Community Workforce & Digital Access Expansion at the Leon Valley Public Library. The project includes a proposed 7,000 square foot expansion designed to establish a workforce development lab, flexible training classroom, small business consultation space, youth innovation area, and additional study and technology access spaces to expand workforce development, digital literacy, and educational programming for residents of Leon Valley and the greater San Antonio area. *(Submitted March 06, 2026;*

Notified on April 27th Congressman Castro has submitted the Leon Valley Community Workforce & Digital Access Expansion project to the House Committee on Appropriations for funding as a Community Project Funding request in the FY27 cycle)

Texas Book Festival Grant Program – up to \$2,500

Supports public library collection development through the enhancement of physical and e-book/audiobook collections. The Leon Valley Public Library proposal focuses on expanding the adult nonfiction collection to support lifelong learning, workforce development, and educational enrichment for the community. *(Submitted April 17, 2026)*

**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/4281/cm_report_6-2-2026.pdf

City Council Meetings

- The next City Council meeting will be on Tuesday, July 21, 2026, at 6:30 pm, in the Council Chambers.