



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: December 2, 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 City Engineer has completed plans for replacing sewer mains on Forest Brook, Forest Ridge, Forest Mill, and Forest Knoll (2,700 +/- linear feet). This item will go to the City Council for an award to R.L. Jones, LP, on November 18th.
- Staff will be meeting with the contractor for the FY 25 Water Main Replacement project to give a Notice to Proceed.
- 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.
- We will be installing a traffic warning sign on Evers at Adair.
- 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.
- Staff will be reviewing the city's ADA Manual and making some renovations per the direction of the manual.

Additional Public Works Activities

- Cleaning out and repairing scour and erosion in the creek off of Canterfield.
- Building a concrete pad at the Animal impound lot.
- Getting ready for the Big Rig Petting Zoo event at Raymond Rimkus Park.
- Finishing up the holiday decorating.
- Spreading wildflower mix along Hike & Bike Trail and at Community Garden wildflower areas.
- Replacing 10 dead/malfunctioning meters.
- Testing meters.
- Repairing several curbstops.
- Repairing PW truck.
- Accepting new ATV and lawnmower.
- Licensing a new wood chipper.
- Assisting Police with auction vehicles.

- Performing facilities inspections at all city buildings.
- Cleaning out debris from Huebner Creek in front of Raymond Rimkus Park.
- Collapsing old septic tank at Leon Valley Ranches Park.
- Testing production meters.
- Disconnecting/reconnecting water services.
- Winterizing well sites.
- Disassembling old ambulance in prep for auction.
- Repairing the Police vehicle brakes.

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 they intend to start work in mid-December. The construction is expected to last 120 days from the date of the Notice to Proceed.
- The city was awarded a Bexar County CDBG grant for replacing the sewer main in the alley between Cammie Way and Evers Rd. The contractor, Sovrex LLC, plans to start the work the week of January 5, 2026, with actual construction starting January 13th. The construction should be completed within 90 days of start.
- 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. The city does not have a matching funds requirement, so the work will be performed at no charge to the city.
- The City was awarded a grant in the amount of \$590,423 from Bexar County CDBG to install a new sewer main along Locker Lane. Plans are being developed for the project.
- Staff and the City Engineer continue to develop the plans for the Hike & Bike Trail Segment II. We have submitted 100% plans for review. Letting the project for bids is expected in January of 2026.
- 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.
- Staff applied for a 50/50 matching grant to rehabilitate the Forest Oaks Community Pool. Grant awards are not expected until January 2026.

OPEN RECORDS REQUEST

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2025-572	ADE MOHAMED	9/18/2025		Complete - Closed Due to Lack or Response	61	11/18/2025	\$ -	\$ -
OR-2025-618	Trevino Injury Law	10/16/2025	Related to: Fernando Gonzales: DOI: 10/11/2025; Location: Bandera Rd & Poss Rd. - This is a request under the Freedom of Information Act. I request that a copy of all of the following be proved to me: 1) Reports 2) Photographs 3) Coban 4) Body Worn Camera; and 5) Dash-Cam audio & video.	Complete	24	11/20/2025	\$ 31.00	\$ 31.00
OR-2025-619	Begum Law Group	10/17/2025	Re: 202502994 - We request a complete FOIA for our client following the accident he suffered on September 18, 2025, at approximately 5:20 p.m. at 5601 Bandera Road Access Road, Leon Valley, TX 78238, in order to protect our client's interests and clarify the facts surrounding the accident.	Complete - Closed Due to Lack or Response	25	11/24/2025	\$ 50.00	\$ -
OR-2025-622	ANTHONY D. HILL	10/20/2025	Re: CFS 2025-0410419 - telephone 911 calls , report reference police office Coporal J. MASSIATTE CONVERSATION, VIDEO REPORT, 6625 SAME PERSON/ADDRESS/SITUATION,, WEED LICENSE, PER VETERANS ADMINISTRATION, AND INTOWN UN AWARE TEXAS WEED LAW PASSED RECENTLY, ALTHOUGH HILL/REQUESTER CLAIMS A FEDERAL WEED LICENSE FROM THE VA .	Pending City Council Consideration of Fee Waiver on 12/02/2025			\$ 41.00	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2025-624	Begum Law Group	10/21/2025	Re: 202502994 - We request a complete FOIA for our client following the accident she and her son suffered on September 17, 2025, at approximately 08:28 p.m. at 5601 Bandera Road Access Road, Leon Valley, TX 78238, in order to protect our client's interests and clarify the facts surrounding the accident.	Complete	18	11/17/2025	\$ 100.00	\$ 100.00
OR-2025-636	JAIME T	10/27/2025	REQUEST FOR AN ACCIDENT REPORT, IF NONE CAN YOU SEND US THE CAD REPORT INSTEAD 10/05/25, 5601 BANDERA RD, INSURED- SIERRA AUTUMN SPARE, 2014 FORD FOCUS, ---, REPORT# 202503203	Complete	12	11/13/2025	\$ 6.00	\$ 6.00
OR-2025-637	Ryan Porter	10/27/2025	Body Worn Camera Video - Case # 202503433	Pending Payment	20		\$ 26.00	\$ -
OR-2025-638	Jennifer cortez	10/28/2025	Body Worn Camera Video - Case # 202503423	Pending Fee Acceptance	19		\$ 75.00	\$ -
OR-2025-646	Rene Tellez	11/3/2025	Body Worn Camera Video - Case #205PF43443	Complete	12	11/20/2025	\$ 78.00	\$ 78.00
OR-2025-647	Michael West	11/4/2025	Body Worn Camera Video - Case # 202503109	Complete	8	11/17/2025	\$ 405.00	\$ 405.00
OR-2025-653	Christopher Anderson	11/5/2025	I'm in the process of purchasing a home at 6520 Adair Dr, Leon Valley, TX 78238. As we are completing the inspections tomorrow I'm looking to get any and all construction permits pulled for the property going back 10 years. Any permits applied for, whether they were approved or rejected. The previous owners names are DAVID C HENNESSEE and CAROLYN HENNESSEE.	Complete	5	11/13/2025	\$ -	\$ -
OR-2025-654	Eliasib Vera	11/5/2025	Requests of denying my son on my weekend and LVPD court ordered. Needed for court hearing	Pending Clarification from Requestor	Paused Until 61st day (01/06/2026)		\$ -	\$ -
OR-2025-655	JOSE JOEL PULIDO JR	11/6/2025	Respectfully requesting a copy of the arrest record for Mr Larmont Q. Green, DOB: ---, Mr Green was arrested on 11/4 sometime in the afternoon at ancira chevrolet and released on 11/5 at around 5 am. Mr Green is a government employee and a copy of the arrest record is mandatory in all cases of members of the government when they are arrested (furloughed or not during the time of their arrest).	Complete	4	11/13/2025	\$ -	\$ -
OR-2025-656	Mata-Cortes Law Firm P.C.	11/6/2025	Body Worn Camera Video Related to - 202503280	Complete	9	11/20/2025	\$ 42.00	\$ 42.00
OR-2025-657	Thomas Engle	11/7/2025	To Whom It May Concern: Under the Texas Public Information Act (Texas Government Code - Chapter 552), the Occupational Employment and Wage Statistics (OEWS) unit of the Texas Workforce Commission is requesting copies of public records that include the: Job Title, Department, Wage Rate (hourly wage or annual salary), Work Location. We are requesting this information for all employees, both full-time and part-time, of City of Leon Valley for the pay period covering the reference date of May 12 th , 2025. We are not requesting names, Social Security numbers or any other personal information, and this information is not being sought for commercial purposes.	Complete	2	11/12/2025	\$ -	\$ -
OR-2025-658	Johnny De La Cruz	11/5/2025	Body Worn Camera Video as described above; also the policy for search and inventory search. Also the policy that states how much time I am granted to provide proper vehicle documents.	Pending Fee Acceptance	13		\$ 85.00	\$ -
OR-2025-659	Mark Ace F Menor	11/7/2025	DIC 25 form and police report	Complete	4	11/14/2025	\$ -	\$ -
OR-2025-661	Daw & Ray, LLP - Paralegal Lindsey Rish	11/7/2025	Crash Report, Crash Date: 3/20/2025, County: Bexar, City: Leon Valley, Agency: Leon Valley Police Department, Case ID: 202500897	Pending Payment	11		\$ 6.00	\$ -
OR-2025-662	John Fontan	11/10/2025	Site plans for suite 112 in order to install a paint booth	Complete	1	11/12/2025	\$ -	\$ -
OR-2025-663	Matthew Badders, Drought Drought & Bobbitt, LLP	11/10/2025	Re: Your Notice #4892500544362 - Regarding the matter referenced above demand is hereby made upon the City of Leon Valley "Automated Red Light Enforcement" to produce the following on or before November 26, 2025: (1) a copy of the City of Leon Valley's existing contract with any vendor responsible or who participated in creating the enclosure, (2) documents sufficient to identify the city vendor(s) responsible for the enclosure, and (3) the date, time, and location of the described "administrative hearing" in the enclosure (which does not constitute consent to arbitration). As indicated on the return enclosure, the imposition of a "civil penalty" I contested and the factual allegations are disputed. Failure to timely or fully respond to this demand is an admission by the City of Leon Valley that the matter is resolved and that no amounts are claimed to be owed.	Complete	1	11/12/2025	\$ -	\$ -
OR-2025-664	Oshea Smith	11/11/2025	Pursuant to the Texas Public Information Act (Tex. Gov't Code § 552.001 et seq.), I am requesting an electronic summary of purchase orders (not the individual purchase orders themselves) issued by City of Leon Valley from January 1, 2020 through October 31, 2025. This report may also be referred to as an accounts payable summary, check summary, check register, or vendor analysis report. Any spreadsheet or report that lists vendor names, brief descriptions of purchases, and total amounts would be fully responsive to this request. If available, please include: -Vendor name -Description of purchase or payment -Total price or amount paid. If vendor names are coded, please include the code key if it's easily available. We're happy to accept whatever form this data is already maintained in — raw exports or standard reports (Excel, CSV, or PDF) are perfectly fine.	Complete	0	11/12/2025	\$ -	\$ -
OR-2025-665	Senior Schedule	11/11/2025	Requesting a list of the names and addresses of the property owners contacted in regard to the request for input for the Beirut Lounge and Cafe located at 6400 Bandera Road, Suite 6418-1.	Complete	2	11/14/2025	\$ -	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2025-666	Violet Espinoza	11/11/2025	Could you please send us an UNREDACTED police report for the following: 2024-00228, VICTIM: Deja Alexandria Dumas DOB: ---, OPPONENT: Kevin Dante Moore DOB: ---	Complete	2	11/14/2025	\$ -	\$ -
OR-2025-667	Monique Agrawala	11/11/2025	The Mission at Medical Apartments, 5622 Evers Road, San Antonio, Texas 78238, Requesting: Boiler Certificates on file for the Property	Complete	2	11/14/2025	\$ -	\$ -
OR-2025-668	Investigator Fred Spencer Travis County District Attorneys Office	11/12/2025	Greetings, This is a request from the Travis County District Attorney's Office for a Leon Valley police report. We will be using the report to assist prosecuting a criminal case in our jurisdiction. The report is a robbery report and either the date of arrest or date of the incident is 12/13/2002. The person arrested is- Edwards, Kenneth Deshan, a BM, ----, SS # ---, --- DL is possibly ---, Thank you for your assistance.	Complete	2	11/14/2025	\$ -	\$ -
OR-2025-669	John Blig	11/13/2025	RE: 6812 Sawyer, LVTX 78238 - Are there any violations on the address	Complete	1	11/14/2025	\$ -	\$ -
OR-2025-670	Mark Zurada Esq.	11/14/2025	Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'CDBG West of Wurzbach Sewer Main' that was submitted on 07/11/2023. I believe the project number is '2023-05', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid.	Complete	2	11/18/2025	\$ -	\$ -
OR-2025-671	Shawn Flue - Defense Counterintelligence and Security Agency	11/14/2025	Information related to Arriaga Dias, Derek Alberto, Date of birth ----, SS # - --. Please see attachment.	Complete	2	11/18/2025	\$ -	\$ -
OR-2025-672	Maria Cristina Seta	11/14/2025	LA resolution del tragic ticket #165523, del 8/16/2019, a nombre de Maria Cristina Seta	Complete	2	11/18/2025	\$ -	\$ -
OR-2025-673	Martinez and Associates, PLLC	11/14/2025	I am needing 911 calls related to an auto accident that occurred on 11/03/2025 involving our client Jocabed Jimenez. I am needing a crash report involving our client Jocabed Jimenez that happened on 11/03/2025. I am needing any and all reports, video, and photos that are related to an auto accident that occurred on Jocabed Jimenez involving our client 11/03/2025.	Pending Fee Acceptance	7		\$ 53.00	\$ -
OR-2025-674	Melissa Martinez	11/14/2025	Police Report of Rebekah Standley of 11/25/2017 arrest date for Possession of Marijuana Less Than 2 Ounces from Leon Valley Police Department	Complete	2	11/18/2025	\$ -	\$ -
OR-2025-675	Irma Fernandez	11/15/2025	Irma Fernandez & Marco Fernandez, 11/13/2025, Case #20250364	Complete	6	11/25/2025	\$ -	\$ -
OR-2025-676	Hermelinda Garza	11/14/2025	Hi. I need the E-Mail of the Mayor of this city of Leon Valley as soon it is possible. Sincerely Hermelinda G. Mail	Complete	1	11/17/2025	\$ -	\$ -
OR-2025-677	Jasmine Escobedo	11/17/2025	Please accept this letter as confirmation that our law firm represents Anton Brian II Jones as a result of an automobile collision on 2025-11-10, at approximately . The scene of the incident occurred at Bandera Rd and El Verde Rd, San Antonio, TX 78238. Pursuant to Sec. 1701.661, RELEASE OF INFORMATION RECORDED BY BODY WORN CAMERA, we respectfully request the Officers body Cam footage of incident in subject, from Officer's and/or Deputies Responding as well as the other On-Scene officers that are not listed in the Police Report. We further request the Officers dashboard Camera footage from when the Officers arrived up until the incident was concluded. We are also requesting the entire law enforcement file, including but not limited to the following: All 911 call recordings, 911 call radio-log, All photographs taken at scene of accident, Officers note, Diagram(s), Witness(es) statement(s), Contact information, Incident detail sheet and Investigator narrative of crash.	Complete	4	11/21/2025	\$ 31.00	\$ 31.00
OR-2025-678	LEO Tillis IV	11/17/2025	im trying to obtain my court case in 2017 so I can expunge my record	Pending Clarification from Requestor	Paused Until 61st day (01/18/2026)		\$ -	\$ -
OR-2025-679	JAIME T	11/18/2025	REQUEST FOR AN ACCIDENT REPORT, IF NONE CAN YOU SEND US THE CAD REPORT INSTEAD, 02/25/25, 2611 WURZBACH RD, INSURED- AUTOZONE, DANIEL BARRIENTOS, VIN# -----, PLATE# ----, NO REPORT NUMBER	Complete	4	11/24/2025	\$ 6.00	\$ 6.00
OR-2025-680	Latasha Brumley	11/19/2025	Crash Report # 202503659	Pending Payment	4		\$ 6.00	\$ -
OR-2025-681	Lexi Baker	11/19/2025	Variances, Special Exceptions, Zoning Reliefs/Waivers, or Conditional/ Special Use Permits; Approved Site Plan and/or conditions of approval for building height, setbacks, parking, density, uses, and lot size; Current open/active zoning, building, or fire code violations on file; Please provide inspection reports and Notice(s) of Violation; Certificates of Occupancy (COs) or Temporary Certificate(s) of Occupancy (if under construction) for the shell of the building(s) and any current tenants; For - 6300 Rue Marielyne St, San Antonio, TEXAS 78238, APN- 1365655, Owner- 6300 RUE MARIELYNE PROPERTY OWNER LLC, Acreage- 5.70, Use- Multifamily	Pending Department(s) Response	4		\$ -	\$ -

Request #	Name	Date Of Request	Description	Status	Days In Queue	Date Complete	Invoice Total	Amount Paid
OR-2025-682	Angie Bullock, Mayer LLP	11/19/2025	Regarding: Case # 202402728 - Full investigative file; Any and all incident reports, photos, measurements of the scene of the accident; Logs, citations, tickets, reports, or other documents reflecting any charges filed against any person involved in the above referenced accident; Witness/Driver statements concerning the above-referenced collision; Photographs, diagrams, or visual representations of the vehicles involved in the above referenced collision; Photograph, diagrams, or visual representations of the drivers in connection with the above-referenced collision; Photographs, diagrams, or visual representations of the scene of the accident; Dash camera video from any and all responding vehicles including the Investigating Officer's vehicle of the above-referenced collision, of the accident and scene from 5:40 p.m. on 09/03/2024 and throughout until the officer(s) departs from the scene and/or the departure from anything related to or the mention of this accident, this is including any other locations that would be related to this accident; the specific time is mentioned above at the top of this letter; the name of the people involved are also listed at the top of this letter; Body camera video worn by any and all responding officers including the Investigating Officer's body cam video of the above-referenced collision, of the accident and scene 5:40 p.m. on 09/03/2024 and throughout until the officer(s) departs from the scene and/or the departure from anything related to or the mention of this accident, this is including any other locations that would be related to this accident; the specific time is mentioned above at the top of this letter; the name of the people involved are also listed at the top of this letter; DWI sobriety testing, and arrest done by the Investigating Officer; All alcohol/drug analysis or results of the testing performed on any of the above-referenced drivers in connection with the above-referenced collision; and All audiotapes and transcriptions thereof of 911 emergency telephone calls in connection with the above-referenced collision and any	Complete	4	11/25/2025	\$ 6.00	\$ 6.00
OR-2025-683	Detective P. Bradley	11/21/2025	Dallas PD Background Check - S. Olajuwon	Pending Department(s) Response	2		\$ -	\$ -
OR-2025-684	Koprecia LLC dba CarVel Skate Center	11/21/2025	<i>I am submitting an open records request for any and all records, documents, communications, reports, or notations related to CarVel Skate Center for the period from October 15, 2025, to November 21, 2025. Specifically, I am seeking any correspondence, records, or files pertaining to the center, including reports, inquiries, internal notes, or other documentation. Additionally, I am requesting any police reports, incident reports, or response records related to the property, including those arising from alarm calls or other service requests during this time frame. I would also appreciate any records of phone calls, emails, or other communications related to CarVel Skate Center within the specified dates. Thank you for your attention to this request, and please feel free to contact me if you need further clarification.</i>	Pending Department(s) Response	2		\$ -	\$ -
OR-2025-685	Mark Zurada Esq.	11/23/2025	Records requested: Please send the final and compiled bid tabulation (bid tally), including all quantities and unit pricing for each bidder, for 'Cammie Way Sewer Improvements' that was submitted on 08/28/2025. I believe the project number is 'Bid #2025-04', but I could be mistaken. If so, please use the project name and date to lookup the responsive documents. We specifically request the line-item bid tabulation showing each material, quantity, unit, and unit price for every bidder. If no such line-item tally was created, please provide the full bid submissions from each contractor. A grand total sheet alone is not sufficient to satisfy this request unless it was a lump sum bid. Below is an example of the format we are looking for that the engineer usually creates at the completion of the bid: Common law access / Public interest justification / Fee waivers: My public interest justification is as follows: Bid tabulations obtained through this request are made publicly available at no cost. This ensures that taxpayers, businesses, journalists, and policymakers have free access to procurement data that impacts public funds. Transparency and accountability: Publicly available bid results help prevent overpricing, bid-rigging, and favoritism in public contracts; Support for small businesses: Many firms, especially small and minority-owned businesses, rely on bid history to compete fairly in government contracting; Cost savings for taxpayers: Open access to bid tabulations promotes competition, leading to more cost-effective government spending. Attestations: I am a citizen of the United States and affirm my full name and contact information is true and correct. I have not been convicted of any indictable offense under the laws of any state whatsoever nor the United States. I, or another person, will use the requested government records for a commercial purpose. I am not seeking records in connection with a legal proceeding.	Complete	0	11/24/2025	\$ -	\$ -
OR-2025-686	Texas Department of Family and Protective Services	11/24/2025	Name Survey for the listed family. Any police call outs within the last two years. Estefania Balderrama DOB ----; James Ivy DOB ----; CPS investigation, Case Name: Balderrama, Estefania, Case ID: 50768023	Pending Department(s) Response	1		\$ -	\$ -
OR-2025-687	Kathy Clark- Child Protective Services	11/24/2025	I would like to request report # 202501800 Badge #572, I would also like to request a name survey on Jonathan Zuniga D.O.B: ----, I would also like to request a name survey on Laura Mendez D.O.B: ---, Any information on file.	Pending Department(s) Response	1		\$ -	\$ -
OR-2025-688	Sarah Phosouvanh	11/24/2025	REQUEST FOR AN BURGLARY REPORT, 11/13/2025 @ 7106 BANDERA ROAD, #202503645, INSURED MARCO FERNANDEZ	Pending Payment	1		\$ -	\$ -
OR-2025-689	Anthony Wellman National Due Diligence Service	11/24/2025	Please provide any Outstanding Fire Code Violations affecting the property located at 6625 Bandera Rd, San Antonio 78238 Parcel ID (APN): 217860	Pending Department(s) Response	1		\$ -	\$ -
OR-2025-690	Kenneth Harwell	11/25/2025	Kenneth Harwell	Pending Clarification from Requestor	Paused Until 61st day (01/25/2026)		\$ -	\$ -

CITY SECRETARY

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.
Develop a Disaster Recovery Plan for Municipal Records	March 31, 2026	
Prepare for the Annual City-Wide Garage Sale	March 28, 2026	Scheduled for Saturday, March 28, 2026
Prepare all documents and notices for the May 2026 General Election	June 31, 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

Fire safety in the home and business.

Tis the holiday season. With Thanksgiving and Christmas right around the corner, please be mindful of open flames in your homes and businesses. Festive decorations and candles do not mix well. 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 cupboards are bare and need to be filled.

Fall seems to be the beginning of our most needy time of the year and especially now with SNAP benefit funding cuts. Many families and individuals we encounter may not have enough food, baby formula, diapers and warm blankets. 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.

Santa Runs are coming soon, and Santa can't come down your street if it's blocked by low-hanging trees.

As we enter fall, remember, low-hanging trees over the road can impede emergency responders and damage emergency vehicles, causing thousands of dollars in damage. Trees tend to hang even lower during rain. The current city ordinance requires trees hanging over the road to have a clearance of 14 feet. Help our department ensure that responding emergency vehicles can safely travel our street.

Outdoor burning.

The Leon Valley Fire Department would like to remind our residents and visitors that outdoor burning is prohibited. Residents and visitors are not allowed to burn stumps, brush, trash or other

debris within the City limits of Leon Valley. These actions are against city ordinance and Bexar County burn bans.

- Sec. 5.05.001 - General prohibition

It shall be unlawful to burn trash, brush, tree limbs, grass, trees, leaves, paper, boards, planks, lumber or any other character of debris or flammable materials whatsoever in the city limits. No open fire shall be burned for any purpose except as provided in [section 5.05.003](#).

(1972 Code, sec. 10.601; 2008 Code, sec. 5.05.001)

- Sec. 5.05.002 - Specific prohibitions

The burning of garbage in any form, or petroleum products, or automobiles, or other motor vehicles, or any part thereof, for wrecking or salvage purposes, in or on any lot or other premises within the city limits is hereby prohibited. It shall be unlawful for any person to light or have lighted any fire in any street, alley, thoroughfare, or public property. It shall be unlawful to burn trash in a garbage container.

(1972 Code, sec. 10.602; 2008 Code, sec. 5.05.002)

- Sec. 5.05.003 - Fires for cooking or other domestic purposes

Whenever it shall become necessary for any person to have a fire out-of-doors for cooking, washing, or any other purely domestic purpose, such person is hereby required to build such fire in an appropriate fire-resistant container of some kind, made of brick, stone, metal or other fire-resistant material in such manner as to prevent said fire from escaping.

(1972 Code, sec. 10.603; 2008 Code, sec. 5.05.003)

- Sec. 5.05.004 - Restrictions at multifamily dwellings

No person living within any multifamily housing such as an apartment, apartment condominium, hotel, motel, or any other multifamily type occupancy shall construct, install, maintain or use any incinerator, barbecue pit, charcoal or propane grill or container of any kind for the purpose of igniting any combustible materials for whatever domestic purpose such as cooking, washing, etc.

(1972 Code, sec. 10.604; 2008 Code, sec. 5.05.004; Ordinance adopting 2017 Code)

Section 110.4.7, Violation penalties, shall read:

- *110.4.7 Violation penalties.* Persons who violate a provision of this code or fail to comply with any of the requirements thereof or who erect, install, alter, repair or do work in violation of the approved construction documents or directive of the Fire Chief, or if a permit or certificate used under provisions of this code, shall be guilty of a Class C Misdemeanor punishable by a fine of not more than \$2,000.00 dollars or by imprisonment not exceeding 30 days, or both such fine and imprisonment. Such fine and imprisonment shall be at the discretion of the City Judge. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

PLANNING AND ZONING

Planning And Zoning Cases

PZ-2025-23 John Marshall HS Replat 8000 Lobo Ln

PZ-2025-22 Huebner Silos PDD Extension 7680 Huebner Rd

PZ-2025-20 Seneca West Phase 2 Plat 6530 Samaritan Dr

Permits

Gas 4

Food 11

Mechanical 3
Impact Fee 1
New Construction 1
Garage Sale 2
Plumbing 2
Sign 2
Fence 8
Sewer and Trench 1

CO Issued

Prosthetic Innovations Inc./5309 Wurzbach Road Ste. 101
The Mission at Medical Apartments/5622 Evers Road Bldg. 39
G&R Automotive/6500 Grissom Road
Extra Space Storage/7212 Bandera Road

UPCOMING LIBRARY PROGRAMS

- Tuesday, December 2nd Baby Storytime - 11:00am
- Tuesday, December 2nd Medicare Seminar - 2:00pm
- Wednesday, December 3rd Toddler & Preschool Holiday Storytime with Guest -10:30am
- Thursday, December 4th Toddler & Preschool Storytime - 10:30am
- Saturday, December 6th Breakfast with Santa - 9:00-11:30am
- Tuesday, December 9th Baby Storytime & Rave- 11:00am
- Wednesday, December 10th Sesame Street Workshop - 10:30am
- Thursday, December 11th Toddler & Preschool Storytime - 10:30am
- Friday, December 12th Beaded Christmas Ornament – 3:00pm-4:00pm
- Tuesday, December 16th Baby Open Play - 10:30am
- Wednesday, December 17th Reading with Rudolph - 10:30am
- Thursday, December 18th The Night Before Christmas Storytime – 6:30pm
- Friday, December 19th Rudolph the Red-Nosed Reindeer – 10:30am
- Saturday, December 20th Between the Pages Book Club: Deal with the Devil - 12:00pm
- Tuesday, December 23rd Baby Storytime - 11:00am
- Wednesday, December 24th CLOSED
- Thursday, December 25th CLOSED
- Friday, December 26th CLOSED
- Saturday, December 27th Drum Circle - 11:30am
- Tuesday, December 30th Baby Storytime - 11:00am
- Wednesday, December 31st Noon Year's Eve - 11:00am-12:30pm

**The Breakfast with Santa event will be held December 6th at 9:00 – 11:00 a.m.
Advanced tickets on sale at the library starting November 1st**

**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_12-2-2025.pdf1_.pdf

City Council Meetings

- The next City Council meeting will be on Tuesday, December 16, 2025, at 6:00 pm, in the Council Chambers.