

## Crystal Caldera

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**From:** Josh Stevens  
**Sent:** Monday, April 24, 2023 12:11 PM  
**To:** Crystal Caldera  
**Cc:** Saundra Passailaigue; Will Bradshaw; Mayor Riley  
**Subject:** Re: Agenda Item May 2 Council Meeting

Yes- the wording in your crystal's top paragraph looks good since we already have the broker.

It might be good to add both of them, even if ultimately we merge them during the meeting. :-)

Josh

Sent from my iPhone

On Apr 24, 2023, at 9:38 AM, Crystal Caldera <c.caldera@leonvalleytexas.gov> wrote:

I am waiting to here back from Councilor Stevens.

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**From:** Saundra Passailaigue <s.pass@leonvalleytexas.gov>  
**Sent:** Monday, April 24, 2023 9:33 AM  
**To:** Crystal Caldera <c.caldera@leonvalleytexas.gov>; Josh Stevens <josh.stevens@leonvalleytexas.gov>  
**Cc:** Will Bradshaw <will.bradshaw@leonvalleytexas.gov>; Mayor Riley <mayorriley@leonvalleytexas.gov>  
**Subject:** RE: Agenda Item May 2 Council Meeting

Please advise if I am to place the item below as requested by Councilor Stevens or leave the one that City Manager Caldera mentioned.

Thank you.

**Saundra Passailaigue, TRMC**  
**City Secretary**  
6400 El Verde Road  
Leon Valley, Texas 78238  
Tele: (210) 684-1391 Ext. 216  
[www.leonvalleytexas.gov](http://www.leonvalleytexas.gov)

<image001.png>

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**From:** Crystal Caldera <[c.caldera@leonvalleytexas.gov](mailto:c.caldera@leonvalleytexas.gov)>  
**Sent:** Monday, April 24, 2023 9:06 AM  
**To:** Josh Stevens <[josh.stevens@leonvalleytexas.gov](mailto:josh.stevens@leonvalleytexas.gov)>; Sandra Passailaigue <[s.pass@leonvalleytexas.gov](mailto:s.pass@leonvalleytexas.gov)>  
**Cc:** Will Bradshaw <[will.bradshaw@leonvalleytexas.gov](mailto:will.bradshaw@leonvalleytexas.gov)>; Mayor Riley <[mayorriley@leonvalleytexas.gov](mailto:mayorriley@leonvalleytexas.gov)>  
**Subject:** RE: Agenda Item May 2 Council Meeting

You technically have a broker. Would you like me to ask Brett to add this address? We have gone out for RFPs for brokerage services before and only received two. If you are looking at doing an RFP for 6417 Evers Road that would be done by the city, and the broker would review the proposals and provide a recommendation. If that is the case, then your agenda item would read. Presentation discussion and possible action on directing the staff to solicit RFPs for 6417 for a competitive proposal to execute a short-term lease agreement at 6417 Evers road.

We do have, Presentation and discussion and possible action regarding the Lease agreement of 6417 Evers road between Ms. Bania Artiage and the City of Leon Valley. The result of this agenda item can be a motion to go out for RFP.

Let me know what you want to do.

Crystal Caldera, MPA, PhD  
City Manager  
6400 El Verde Rd  
Leon Valley, Texas 78238  
Tele:210-684-1391 Ext. 219  
Fax: 210-684-1515  
<image002.png>

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**From:** Josh Stevens <[josh.stevens@leonvalleytexas.gov](mailto:josh.stevens@leonvalleytexas.gov)>  
**Sent:** Monday, April 24, 2023 8:18 AM  
**To:** Sandra Passailaigue <[s.pass@leonvalleytexas.gov](mailto:s.pass@leonvalleytexas.gov)>  
**Cc:** Will Bradshaw <[will.bradshaw@leonvalleytexas.gov](mailto:will.bradshaw@leonvalleytexas.gov)>; Mayor Riley <[mayorriley@leonvalleytexas.gov](mailto:mayorriley@leonvalleytexas.gov)>; Crystal Caldera <[c.caldera@leonvalleytexas.gov](mailto:c.caldera@leonvalleytexas.gov)>  
**Subject:** Agenda Item May 2 Council Meeting

Good morning Ms. Passailaigue,

Can we please add the following agenda item to the May 2, 2023 City Council meeting? I have discussed with Councilman Bradshaw and he has agreed to cosponsor this agenda item.

**“Discussion and possible action regarding hiring a real estate broker for a competitive bid proposal process for future execution of a short-term lease agreement at the City of Leon Valley’s property at 6417 Evers Road. ”**

Mayor Riley and Dr. Caldera, if this agenda item conflicts with another agenda item or is duplicative of another agenda item when you review the agenda on Wednesday, feel free to give me a call and we can either remove or modify it.

Thanks much,  
Josh Stevens

Sent from my iPhone