

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
September 09, 2024

A regular meeting of the City Council of the City of Alamo Heights, Texas was held at the Council Chamber, located at 6116 Broadway, San Antonio, Texas, at 5:30 p.m. on Monday, September 09, 2024. A teleconference was held via Zoom; staff and meeting attendees were welcomed in the Council Chamber.

Composing a quorum were:  
Mayor Bobby Rosenthal  
Mayor Pro Tem Lynda Billa Burke  
Councilmember Lawson Jessee  
Councilmember Karl P. Baker  
Councilmember Blake M. Bonner

Also attending were:  
City Manager Buddy Kuhn  
Assistant City Manager Phil Laney  
City Attorney Jessie Lopez  
Assistant to City Manager Jennifer Reyna  
City Secretary Elsa T. Robles  
Director of Finance Robert Galindo  
Police Chief Rick Pruitt  
Fire Chief Michael Gdovin  
Public Works Director Frank Orta  
Community Development Services Director Lety Hernandez

Not attending:  
Deputy Police Chief Cindy Pruitt

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Mayor Bobby Rosenthal opened the meeting at 5:31 p.m.

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*Item # 1      Approval of Minutes*

Mayor Rosenthal asked the City Council for a motion on the August 26, 2024 City Council Meeting minutes. Councilmember Blake M. Bonner moved to approve the minutes as presented. The motion was seconded by Mayor Pro Tem Lynda Billa Burke and passed by unanimous vote.

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*Item # 2      Announcements*

Mayor Rosenthal read the following captions.

- a. 13th Annual National Night Out, October 1st**

Assistant to City Manager Jennifer Reyna announced the City’s 13th Annual National Night Out is scheduled for Tuesday, October 1, 2024 from 5:30 p.m. to 7:30 p.m. It will be held in the rear parking lot of City Hall. She invited residents and their families to join the City for some fun. Ms. Reyna stated the following sponsors have signed up to participate: Next Level Urgent Care, Rio Bank, HEB Central Market and Daily Bread. She added the Cambridge Elementary Choir will be performing.

**b. Inaugural Strides Against Kids Cancer 5K, September 21st**

Community Development Services Director Lety Hernandez stated she was announcing the inaugural Strides Against Kids Cancer 5K scheduled for Saturday, September 21<sup>st</sup> from 7:00 a.m. - 10:00 a.m. The event will take place at the Alamo Heights Pool – 250 Viesca Ave.

**c. 17th Annual Race for Rescues 5K, September 28th**

Ms. Hernandez stated she was announcing the 17<sup>th</sup> Annual Race for Rescues 5K event scheduled for Saturday, September 28<sup>th</sup> at 8:00 a.m. Set-up will begin at 6:00 a.m. The event will take place at the Alamo Heights Pool – 250 Viesca Ave.

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*Item # 3      Citizens to be Heard*

No comments made.

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*Items for Individual Consideration*

*Item # 4      Mayor Rosenthal read the following caption.*

**Architectural Review Board Case No. 945F, a request of Marcello Martinez of 1718 Architecture, applicant, representing Michael Smolka, owner, for the compatibility review of the proposed design located at 254 Retama Pl in order to construct a new two-story detached accessory structure.**

Ms. Hernandez stated the Single-Family A property is located on the south side between Vanderhoeven and N. New Braunfels. The applicant requests approval for a compatibility review of the proposed design located at 254 Retama Pl in order to construct a new two-story detached accessory structure.

Ms. Hernandez reviewed the existing/proposed site plan, proposed elevations, roof plans, and proposed rendering. The proposed north elevation overall height is approximately twenty-one feet with board and batten cedar shake siding, and asphalt shingle roof. The applicant currently has alley access and will maintain it. The accessory structure consists of a garage with a second story and covered patio area.

In terms of lot coverage, the applicant is proposing an increase from 32.86% to 39.99% of the maximum 40% allowed. A floor to area ratio of .50 is allowed due to the preservation of the main structure and alley access to the garage. The applicant requests to increase from .305 to .393.

The applicant is currently completing the plan review process to ensure compliance with zoning and building regulations. The Architectural Review Board (ARB) considered the request at their August 20, 2024 meeting and voted unanimously to recommend approval of the proposed design as compatible.

Ms. Hernandez stated public notifications were mailed to property owners within a 200-foot radius. Notices were posted on the City's website and on the property. Staff received six responses in support and none in opposition.

Mayor Pro Tem Billa Burke moved to approve ARB Case No. 945F as presented. The motion was seconded by Councilmember Jessee and passed by unanimous vote.

*Item # 5* Mayor Rosenthal read the following caption.

**Councilmember Place 5 Interviews**

- a. **Ross Evans**
- b. **Susan Harwell**
- c. **Trey Jacobson**
- d. **Mike McGlone**
- e. **Samuel Simpson**

Mayor Rosenthal stated Council would be interviewing interested people to fill the Councilmember Place 5 vacancy due to Mr. John Savage's resignation. He stated Council received the applicants' letters of interest and resumes and will allow them to speak for five minutes. He noted after the interviews, Council would go into executive session to discuss; however, if no decision was made, they would discuss again at the next Council meeting to stay within the 30-day required guidelines.

Mayor Rosenthal called on the applicants in alphabetical order.

- a. Ross Evans – a San Antonio native and current resident stated he is an attorney for medical malpractice defense. He noted he is motivated, and his goal is to serve the community and leave it better than he found it.
- b. Susan Harwell – resident stated she had previously served on City Council and has always been an advocate for the safety of the community and staff alike. She spoke of several projects that were completed while in office and offered to only serve the unexpired term.
- c. Trey Jacobson – resident stated he can immediately and effectively fill the role due to his extensive municipal government knowledge and experience. He noted he has professional relationships with key stakeholders that could benefit the city.

- d. Mike McGlone – resident stated his resume and bio note his experience for the past 40 years as an actively engaged architect in the city, school district, and the San Antonio community. He would like the opportunity to advocate for responsible, sensitive redevelopment through consistent enforcement of existing ordinances and guidelines.
- e. Samuel Simpson – was not present.

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Closed Session

Item # 6 Mayor Rosenthal read the following caption.

**Executive Session as authorized by the Texas Government Code Section 551.074 (personnel matters) to discuss appointing a qualified individual to fill the At-large City Councilmember Place 5 seat for the remainder of the unexpired term which will expire on May 3, 2025.**

The City Council of the City of Alamo Heights convened into Closed Executive Session at 6:06 p.m. and reconvened in Open Session at 6:20 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, *Section §551.071 (Consultation with Attorney)*.

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Open Session

Item # 7 Mayor Rosenthal read the following caption.

**Discussion and possible action resulting from Executive Session**

Mayor Rosenthal announced no action was taken and thanked all the applicants who interviewed for the vacancy. He stated Council had decided to wait until the next meeting on September 23<sup>rd</sup> to decide. He noted the selected person would start their duties as Councilmember Place 5 at the first meeting in October where they would be sworn in.

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Staff Reports

Item # 8 Mayor Rosenthal read the following caption.

**Presentation of Financial and Investment Report for the third quarter ending June 30, 2024.**

Finance Director Robert Galindo presented the third quarter financial and investment report ending June 30, 2024. The report focused on the General Fund Revenues & Expenditures, Utility Fund Revenues & Expenditures, Capital Projects Fund, Investment Portfolio Update, and Summary of City's Financial Position. The General Fund total revenue ended at \$11,108,622, equal to 89% of the budget. Mr. Galindo noted revenues are stable and doing well with permit revenues higher than they have been in the past and investment interest. The property tax revenues are currently at \$7.6M. The sales tax revenues have been low as compared to last year at this time.

Mr. Galindo stated the General Fund expenditures are currently at \$8.6M or 70% of the budget for the year. All the departments are doing well and staying within budget. At the end of the quarter, net revenues are \$3.4M over expenditures.

The Utility Fund total revenues were \$3.2M or 54% of the budget. Total expenditures were \$2.8M or 47% of the budget with revenue over expenses of \$426,835 for the Utility Fund. Staff originally planned to transfer funds from the equity fund to ensure funds are available for the TCEQ Compliance of 4 X 2 water service this year; however, after staff performed an analysis, they discovered most of this project will be done in house and no bids will be sought. This is a savings of approximately \$1M.

The Capital Projects Fund beginning balance for the fiscal year was \$15,282,104 which includes the proceeds from the 2021 Bond Issuance of \$13,250,000. There was interest earned from the taxable bonds of \$396,883. There is one expenditure of \$1,490 for the lower Broadway project, ending the fund balance at \$15,677,497.

Mr. Galindo reviewed the investment portfolio which includes 0.7% of funds in a CD with Jefferson Bank and a small savings account with Jefferson Bank of \$1,221. He stated there are three federal bonds which represent 35.6% of the investments. There are two \$5M bonds earning 5.210% and 5.50%. The other bond of \$2M earns 5.00% interest.

The investment pools equal \$20M or 60% of the fund. Included in the investment portfolio equaling 1%, is a non-interest-bearing operating account with Frost Bank. The beginning investment portfolio balance was \$29,785,054 and ending for the quarter is \$33,678,388.

The average yield for the investment portfolio was 5.17% and is in line with the 90-Day U.S. Treasury benchmark of 5.14%. Mr. Galindo stated the report complies with the investment strategies as established by the City of Alamo Heights Investment Policy and the Public Funds Investment Act (Chapter 2256).

In closing, Mr. Galindo reviewed the 3rd Quarter Performance Summary:

<b>PERFORMANCE THROUGH 75% OF BUDGET</b>			
	<b>% of Budget</b>	<b>Current Quarter</b>	<b>YTD Quarter</b>
<b>GENERAL FUND</b>			
Total Revenues	89%	Positive	Positive
Total Expenditures	70%	Positive	Positive
Total Property Tax Collections	96%	Positive	Positive
Sales Tax Revenues	72%	Negative	Positive
<b>ENTERPRISE FUND</b>			
Utility Fund Revenues	54%	Negative	Positive
Utility Fund Expenditures	47%	Positive	Positive

Council briefly discussed the ARPA funds and how they were being used. Mr. Kuhn stated a portion of the funds are being used for the beautification projects to stay in compliance with federal deadlines. The funds are currently included in the investment pools and are earning interest.

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With no further business to consider, Councilmember Bonner moved to adjourn the meeting at 6:36 p.m. The motion was seconded by Councilmember Baker and passed by unanimous vote.

**PASSED AND APPROVED THIS 23<sup>rd</sup> DAY OF SEPTEMBER, 2024.**

  
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Elsa T. Robles, TRMC  
City Secretary

  
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Bobby Rosenthal  
Mayor

