

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
June 23, 2014

A regular meeting of the City Council of the City of Alamo Heights, Texas was held in the temporary facilities, located at 1248 Austin Highway Suite 220, San Antonio, Texas, at 5:30 p.m. on Monday, June 23, 2014.

Present and composing a quorum were:

Mayor Louis Cooper  
Councilmember Bobby Hasslocher  
Councilmember Fred Prassel  
Councilmember Lynda Billa Burke  
Councilmember John Savage

Also attending were:

City Manager J. Mark Browne  
City Attorney Mike Brenan  
Finance Director Cynthia Barr  
Interim Community Development Services Director David Harris  
Information Services Manager Marian Vargas  
Human Resource Manager Lori Harris  
City Secretary Jennifer Reyna  
Chief Police Rick Pruitt  
Fire Chief Buddy Kuhn  
Public Works Director Pat Sullivan

Absent was:

Mayor Pro-Tempore Bobby Rosenthal

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Mayor Louis Cooper opened the meeting at 5:30 p.m.

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*Item # 1      Recognition of Councilmember Elliot Weser for his dedicated years of service as Councilmember, Place 4*

Mayor Cooper recognized outgoing Councilmember Elliot Weser for dedicating four years of service to the City of Alamo Heights residents. A gift and name plaque was presented to Councilmember Weser. Councilmember Weser expressed appreciation to the community allowing him to serve two full terms. He stated he enjoyed working with City staff and shared his experiences. Councilmember Weser cautioned Council regarding the density of Alamo Heights. He stated Council should protect the community which is blessed with concerned and active citizens. A standing ovation was provided by the members in attendance.

*Item # 2      Approval of Minutes*

Mayor Cooper asked City Council for any revisions to the minutes of the June 5, 2014, Council Meeting. A motion was made by Councilmember Bobby Hasslocher to approve the minutes of June 5, 2014. The motion was seconded by Councilmember Fred Prassel and passed by unanimous vote.

Mayor Cooper asked City Council for any revisions to the minutes of the June 9, 2014, Strategic Action Plan Work Session. A motion was made by Councilmember John Savage to approve the minutes of June 9, 2014. The motion was seconded by Councilmember Lynda Billa Burke and passed by unanimous vote.

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*Item # 3      Announcements*

Mayor Cooper read the following captions.

**a. Cancellation of July 14<sup>th</sup> Council Meeting**

City Secretary Jennifer Reyna announced that the July 14<sup>th</sup> Council meeting is cancelled due to budget preparation and summer schedule. She informed Council the next Council meeting is Monday, July 28, 2014.

**b. Movie Nights in the Heights, July 18**

Information Services Manager Marian Vargas invited the public to the annual Movie Nights in the Heights summer series. It is co-sponsored by Cricket and they will provide goody bags for children and conduct prize drawings. She invited the family to enjoy "Gravity" scheduled on Friday, July 18, 2014, beginning at 8:30 p.m. at the Nature Trails Parking Lot Area, 250 Viesca. She reminded residents to come early to get good seating and not to forget to bring their chairs, blankets, and snacks.

**c. San Antonio Roadrunners Women 5K, July 19**

City Manager Mark Browne announced the San Antonio Roadrunners will host their annual 5k/10k walk/run on July 19, 2014. He presented the route and stated the event will begin at 7:30 a.m. at the HEB Lincoln Heights. Mr. Browne encouraged residents to go to [www.saroadrunners.com](http://www.saroadrunners.com) for additional information.

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*Items for Individual Consideration*

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

**Architectural Review Board Case No. 528F, request of Dabney Homes LLC, owner, for the significance review of the existing structure and compatibility review of the proposed replacement structure at 228 Cloverleaf Avenue under Demolition Review Ordinance No. 1860 in order to demolish 100% of the existing main structure. The ARB recommended a determination that the existing structure is not significant but retained the compatibility review of the replacement structure portion of the application for further review**

Interim Community Development Director David Harris made a PowerPoint presentation that included background information, existing survey, proposed site plan, elevations, roof plan, street views and next steps.

Mr. Harris provided background information and identified the property. He briefly reviewed the process that included presentation to the Planning and Zoning (P&Z) Commission, Neighborhood Character and Commercial Revitalization (NCCR) Committee, and City Council. On June 9, 2014, City Council neither granted nor denied approval of the request; however, the plat was approved by operation of State law. The amended plat combined five 25-foot wide lots into two separate properties each 65-foot in width.

Mr. Harris reviewed the existing and proposed Residential Design Standards (RDS) statistics, shared the public notification process, and the next steps for significance and compatibility review. He stated the department received none in support and nine in opposition. Four out of the nine in opposition were within the 200 foot radius. Related to significance review, Council had the option to approve the demolition or delay the demolition up to a total of 180 days. Related to compatibility, the item is scheduled for presentation at the Architectural Review Board (ARB) meeting on July 15<sup>th</sup> and to Council on July 28, 2014.

Councilmember Billa Burke expressed concern on an engineering plan and reminded the applicant on the importance of safety.

The following citizens spoke on this matter:

Analise Pfullmann spoke on behalf of her father regarding plans for the next structure. She requested Council to table this item until next month's ARB meeting because there has not been ample time for change. Ms. Pfullmann stated the meeting should include the applicant and builder with the neighbors.

A motion for demolition approval was made by Councilmember Fred Prassel. The motion was seconded by Councilmember Lynda Billa Burke and passed by unanimous vote.

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

**Architectural Review Board Case No. 537F, request of Ironside Building Group, applicant, representing Jaclyn Marie Calhoun, owner, for the significance and compatibility review of the proposed replacement structure at 336 Alta Avenue under Demolition Review Ordinance No. 1860 in order to demolish 100% of the existing main structure**

Mr. Harris made a PowerPoint presentation that included background information, existing survey, proposed site plan, and elevations.

Mr. Harris provided background information, identified the property and reviewed the existing and proposed RDS statistics. Elevations were presented as well as existing and proposed street views. He stated the department received two responses in support and none in opposition. He informed Council of their options to include approval or delay of demolition for a total of 180 days.

Councilmember Billa Burke asked questions related to the façade, roof and asbestos.

Trey Siller, Ironside Building Group, responded the structure has siding that fits within the surrounding area. He informed Council that he shared the new plans to Ms. Garza on the requested changes and he identified those requests. He stated the roof will be a shingle composite and the structure contains siding.

A motion for approval was made by Councilmember Hasslocher. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

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*Item # 6* Mayor Cooper read the following caption.

**ORDINANCE NO. 1996**

**AN ORDINANCE AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH BEXAR COUNTY TAX ASSESSOR FOR THE COLLECTION OF CITY PROPERTY TAXES**

Finance Director Cynthia Barr made a PowerPoint presentation that included background information.

Ms. Barr presented the annual costs the City incurs regarding collection of city property taxes. Among the few costs mentioned included the maintenance of a license, tax software, processing and mailing statements, labor in maintaining and updating tax accounts, values, corrections, refunds, payments, corrections, and more.

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A motion for approval was made by Councilmember Hasslocher. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

\* \* \*

*Item # 6* Mayor Cooper read the following caption.

**ORDINANCE NO. 1995**

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Finance Director Cynthia Barr made a PowerPoint presentation that included background information.

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Ms. Barr referenced Article XV Section 1 of the City Charter that allows City Council to provide tax services by contract in which Bexar County Tax Assessor/Collector Albert Uresti was recommended. The contract would commence on July 1, 2014 expiring on June 30, 2015 with automatic renewals for one year terms. The advantages of contracting with Bexar County were presented.

Bexar County Tax Assessor/Collector Albert Uresti complimented the City for handling the City's taxes under Ms. Barr's leadership. He informed Council that Bexar County also handles the Alamo Heights Independent School District's taxes. He shared that Bexar County offers a 10-month plan to senior citizens and veterans. He stated Bexar County is the only county within Texas to provide those services to their clients that is beyond four months.

Mayor Cooper thanked Mr. Uresti for his time and attending the meeting.

A motion for approval was made by Councilmember Hasslocher. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

*Item # 7* Mayor Cooper read the following caption.

**Discussion of outsourcing printing and mailing of utility bills**

Ms. Barr made a PowerPoint presentation that included background information.

Ms. Barr reviewed the utility printing options and annual costs. She noted preparation for the monthly mailing of utility bills consumes time for a customer service representative away from the front office to assist in services. She presented the cost and savings if the City outsourced the printing and mailing of utility bills to IMS.

Councilmember Hasslocher asked if Ms. Barr would continue to collect utility information and inquired information about IMS.

Ms. Barr responded she would continue to collect utility information and shared IMS conducts the printing of tax bills for Bexar County and the utility bills for Bastrop. Ms. Vargas added that IMS had printed the City's newsletters and worked with them for six years now.

Council agreed for Ms. Barr to proceed in outsourcing the printing and mailing of utility bills with IMS.

*Item # 8* Mayor Cooper read the following caption.

**Discussion and possible action on construction of new city hall facilities including dais furniture and lectern, and other accessories to be included in the facilities**

City Manager Mark Browne made a PowerPoint presentation that included background information.

Mr. Browne provided an update on the construction of the City facilities. He reported items were still being completed with the Fire Station. The cast stone arch is not completed and flatwork is still in progress for the Fire Station. He informed Council that the Blue Bonnet Boulevard parking lot is to begin soon. Related to the Police Station, the foundation was poured on June 9<sup>th</sup>. The following are in progress: floor polishing, framing, interior staircase, and MEP rough-in. Installation of the sunshade "eyebrow" and elevator steel should begin soon also. Mr. Browne reported the arcade foundation was poured on June 19<sup>th</sup>. The Public Works Department renovation is in progress with an estimated time of completion date in July.

Mr. Browne shared a recent experience with a customer and expressed concern. He stated glass is needed and expressed to go forward with the installation of glass for the customer service representative areas. He stated the staff needs to be prepared and have the ability to handle any situation.

Councilmember Savage asked if the City of Alamo Heights or any government employees are more at a risk of threats rather than employees from a retail store.

Police Chief Rick Pruitt responded that the comparison should be with all municipal buildings and shared the situations that had occurred within the nation. He stated although security accessories will be installed, the employees should be prepared and report any active threat situation. Ms. Barr added the concern is the emotion an individual feels when one receives a ticket. She shared with Council experiences that had occurred at City Hall related to water accounts and tickets.

Mayor Cooper suggested staff review procedures on security protocol and camera installation. Mayor Cooper and Councilmember Hasslocher requested a camera be included in the transaction area in where money is received and provided. Mr. Browne stated he would further explore this option and proceed. Council agreed.

Mr. Browne presented photos of the current construction site and reported the current status and/or next steps. He reviewed the construction budget that included construction and architect fees and materials testing. He noted \$4,117,315 had been expended for construction fees, architects fees are at \$492,985 and materials testing at \$14,637 for a total expenditure of \$4,624,937. A spreadsheet was presented.

Fire Chief Buddy Kuhn began his presentation on the options for dais furniture and lectern. He stated he received comments from Councilmember Billa Burke. He stated Strutoff offered two bid packages and highlighted the dais will be "broken apart" allowing it to be portable and stored. He briefly presented photos of the Council layout and dais. He reviewed the options and asked Council to consider the two different trim levels. He asked Council to provide guidance on which configuration/style they

preferred. Council expressed to Fire Chief Kuhn to go with "B" on the dais trim which displays an interior trim frame.

Councilmember Billa Burke asked if the dais is broken down, where would it be stored and inquired the assembly and true measurements within the Council Chambers.

Mr. Browne stated measurements can be taken.

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Citizens To Be Heard Concerning Non-Agenda Items

*Item # 9*      Citizens to be heard concerning items not on the agenda

There were no citizens that signed up to speak.

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Closed Session

At 6:52 p.m., Mayor Cooper adjourned the regular City Council meeting to conduct a closed meeting as authorized by Section 551.072 of the Texas Government Code to deliberate the purchase and value of real property and water rights.

\* \* \*

Mayor Cooper reconvened the regular meeting at 7:26 p.m. There was no action taken during the closed session.

\* \* \*

Open Meeting

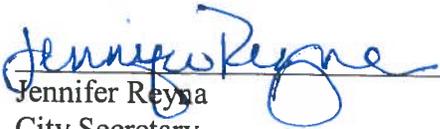
*Item # 11*      Mayor Cooper read the following caption.

**Discussion and possible action regarding the acquisition of real property and water rights**

A motion for approval was made by Councilmember Hasslocher authorizing the City Manager and City Attorney to proceed with the purchase of additional water rights. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

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There being no further business, a motion was made by Councilmember Prassel to adjourn the meeting. The motion was seconded by Councilmember Hasslocher and passed by unanimous vote. Mayor Cooper adjourned the meeting at 7:27 p.m.

  
Jennifer Reyna  
City Secretary

  
Louis Cooper  
Mayor