

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
January 22, 2018

A regular meeting of the City Council of the City of Alamo Heights, Texas was held at Council Chambers, located at 6116 Broadway, San Antonio, Texas, at 5:30 p.m. on Monday, January 22, 2018.

Present and composing a quorum were:

Mayor Bobby Rosenthal  
Mayor Pro Tempore Lawson Jessee  
Councilmember Wes Sharples  
Councilmember Fred Prassel  
Councilmember Lynda Billa Burke  
Councilmember John Savage

Also attending were:

City Manager J. Mark Browne  
Assistant to the City Manager Marian V. Mendoza  
Finance Director Robert Galindo  
Community Development Services Department Director Jason Lutz  
Human Resources Manager Lori Harris  
Chief Police Rick Pruitt  
Public Works Director Pat Sullivan  
Deputy Fire Chief John Massey

Absent were:

City Attorney Mike Brennan  
Fire Chief/Assistant City Manager Buddy Kuhn  
City Secretary Jennifer Reyna

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Mayor Bobby Rosenthal opened the meeting at 5:30 p.m.

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*Item # 1      Approval of Minutes*

Mayor Rosenthal asked City Council for any revisions to the minutes of the January 8, 2018, Council Meeting. A motion was made by Councilmember Fred Prassel to approve the minutes of January 8, 2018. The motion was seconded by Councilmember Wes Sharples and passed by unanimous vote.

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*Item # 2      Announcements*

**a. Tricentennial Celebration**

Assistant to the City Manager Marian V. Mendoza announced Bexar County Bibliotech and the City of San Antonio asked surrounding cities to highlight their history during the tricentennial celebration scheduled for May 2018. Ms. Mendoza stated the City's history will be digitalized. She reported the *San Antonio Express-News* featured information and 78209 Magazine will too; seeking community contributions on photos, maps, and stories. Please contact Ms. Reyna at 210-832-2209 or [jreyna@alamoheightstx.gov](mailto:jreyna@alamoheightstx.gov) to contribute information.

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*Item # 3      Citizens to be heard concerning items not on the agenda*

Gretchen Huddleston, resident, inquired the status in consideration of the repair or renovation for the gazebo utilized by the San Antonio Audubon Society at the Jack Judson Nature Trails. She expressed concern on the condition of the gazebo if not addressed soon.

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Items for Individual Consideration

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

**ORDINANCE NO. 2096**

**AN ORDINANCE AMENDING CHAPTER 19 – WATER AND SEWERS OF THE CODE OF ORDINANCES TO ADJUST SEWER RATES**

Finance Director Robert Galindo made a Powerpoint presentation that included background information on the proposed sewer rate.

Mr. Galindo informed Council that on January 1, 2018, SAWS implemented an increase in sewer rates, a 3.6% increase to all wholesale customers. He stated this increase created an unbudgeted expense in the City's Utility Fund of approximately \$46,388 annually. He stated the proposed ordinance amends Chapter 19 – Water and Sewer of the Code of Ordinances to reflect the proposed increase to customers. A chart presented the proposed fees accordingly by sewer volumetric rates.

A motion for approval was made by Councilmember John Savage. The motion was seconded by Councilmember Fred Prassel and passed by unanimous vote.

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

**AN ORDINANCE REDUCING BY 25% ALL BUILDING PERMIT AND PLAN REVIEW FEES FOR THE ALAMO HEIGHTS INDEPENDENT SCHOOL DISTRICT FOR IMPROVEMENTS TO THE ALAMO HEIGHTS HIGH SCHOOL AND CAMBRIDGE ELEMENTARY**

Community Development Services Department Director Jason Lutz made a PowerPoint presentation that included background information on Alamo Heights Independent School District's (AHISD) request for a reduction in project fees by 25%, similar to the City of San Antonio (COSA).

Mr. Lutz reported AHISD had begun construction on an estimated \$61.6M bond project for improvements to the Alamo Heights High School and Cambridge Elementary School. He stated AHISD paid the first of several plan review and permit fees and is requesting a 25% reduction in fees. He stated if the City considers the discount, the action would reimburse AHISD 75% of their original paid fees for the central chilling plant. He added that other fees, inspection/re-inspection, 3<sup>rd</sup> party review fees, and storm water permit fees would not be discounted.

In November 2008, the City waived AHISD's fees on a drainage project and playground improvements at Cambridge Elementary. Based on the scope of the work, Mr. Lutz stated staff does not recommend waiving all plan review and permit fees for the project. He explained the projects require many hours of inspections, reviews, meetings, and discussions. He presented fiscal information related to the proposed reduction in fees at 25%. Mr. Lutz commented the refund may be returned as a check or as a credit for an upcoming project.

City Manager Mark Browne stated there were discussions with the AHISD regarding waiver or a reduction of fees. He shared that AHISD provided a letter dated 2011 the City granted reduced permit fees in the amount of 67% for their last bond project. He stated today, AHISD proposed to incur charges on actual hours of work rather than a fee schedule. Mr. Browne noted if Council desired that option, then staff would need to record their hours on the project.

There was a brief discussion among Council regarding the amount of discount and fees. Councilmember Savage commented the City may consider another method of discount. Mayor Rosenthal stated the reduction of fees is goodwill; however; expressed in his opinion, the City should not consider reducing fees by two thirds because of the amount of work involved. Mayor Pro Tem Jessee recommended consideration of a not to exceed amount. Mayor Pro Tem Jessee asked if all inspections will be contracted out.

Mr. Lutz stated staff will need to document hours worked which consists of reviewing plans, meetings, and working with other internal departments. Mr. Lutz responded to Mayor Pro Tem Jessee that inspections will not be contracted out and explained inspection procedures. Deputy Fire Chief John Massey commented actual costs may be higher than a fee schedule as he recalled a recent building inspection.

Councilmember Wes Sharples inquired the rationale behind the amount of discount on the previous project.

Mr. Browne noted the previous discounted rate occurred before his appointment as City Manager. He was uncertain on the rationale on the amount of discount and commented it was not to set a precedent.

Mike Hagar, Assistant Superintendent of Business/Finance, AHISD, stated Bexar County schools have an interlocal agreement with the COSA. He stated fees are paid and at the end of the year, a report is provided to the respective schools displaying details specific for plans, inspection, and review fees. If there is an excess, the money is provided back to the entity. He shared COSA charges actual cost and noted he will have to pay fees to the COSA for the high school and Cambridge Elementary. Subsequent analysis by city staff of the interlocal agreement shows a reduction in fees of 25 percent.

Mayor Rosenthal suggested Mr. Browne discuss with respective departments and work with City Attorney Mike Brenan so that all information is obtained. Councilmember Billa Burke stated an informed decision can be made once all information is gathered. Council agreed.

Mr. Browne stated he will discuss with the Police and Fire Departments to obtain additional information on process, cost, and time.

A motion to table the item was made by Councilmember Billa Burke to allow the City Manager to gather additional information and reconsider at a future meeting. The motion was seconded by Councilmember Savage and passed by unanimous vote.

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### Staff Reports

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

#### **Modifications to approved hours of construction for the Alamo Heights Independent School District (AHISD)**

Mr. Lutz made a PowerPoint presentation that included background information.

Joeris General Contractors had begun the construction process on AHISD's \$61.6M bond project and is requesting to allow work be performed every Saturday until completion. Currently, code permits construction work be performed Monday through Friday during the hours of 8:00 a.m. through 5:00 p.m. The code does allow staff to make modifications or approve additional work hours for emergencies and extenuating circumstances on a case-by-case basis. Mr. Lutz stated a blanket request should not be issued and the request should be approved if an emergency or bonafide hardship exists or in the last phase of the project when they are finishing up.

Mayor Pro Tem Jessee suggested modified hours due to traffic and full construction to begin at 7:00 a.m. rather outside construction work conducted on Saturdays. He expressed concern with traffic impact and staging on school campus.

Lowell Tacker, Principal, LPA San Antonio, stated there will be alternate ways for construction staff to be on and off-site. Mr. Tacker stated there are time sensitivities due to the school's schedule.

Councilmember Fred Prassel commented contractors did not like to conduct work on Saturdays due to paying employees time and a half for their work.

Mr. Lutz explained the procedure when a contractor requests modified hours on a Saturday. He stated the department works with the contractor and approved when appropriate. Notice and coordination is provided to the Police Department.

Mayor Rosenthal recommended staff speak with the contractor, Joeris General Contractors, on what construction entails. He suggested not providing a blanket request for work to be conducted on Saturdays.

Mr. Lutz agreed to meet with the contractor and monitor the construction progress.

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

**Update on Alamo Heights '09 5K Fun Run**

Ms. Mendoza made a PowerPoint presentation that included information on the planning process of the upcoming event.

Staff recommend the 2<sup>nd</sup> annual Alamo Heights '09 5K fun run be held on Saturday, April 21<sup>st</sup> to coincide with the 2018 Fiesta kickoff and continue to have the event annually during the first weekend of Fiesta.

Last year, the event attracted 175 individual registrants and this year the event will be limited to 300 participants. Soler's Sports will coordinate, assist in registration and publicize the event through social media and their website. The route will be the same as last year.

This year's event will cost \$25 per individual, \$100 for a team of five participants, or \$20 per participant for a team over five participants. Participants will have the option to purchase the 2018 Fiesta medal for \$5.00, limiting one medal per participant. Discounts are available by posting participation on Facebook and/or referrals via email link.

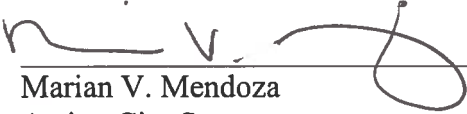
Ms. Mendoza stated there will be kid activity stations and a moon bounce. She stated water and healthy snacks will be provided at the event. Participants will receive a goody bag to include a T-shirt, coupons from local vendors, and healthy snacks.

Ms. Mendoza summarized staff's efforts to coordinate and organize the event. She reviewed the financial impact and donations will be requested for the success of the event. The route was presented which will begin and end at City Hall.

Council agreed Saturday, April 21<sup>st</sup> to be the ideal date to host the family event.

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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 Mayor Pro Tem Jessee and passed by unanimous vote. Mayor Rosenthal adjourned the meeting at 6:09 p.m.

  
Marian V. Mendoza  
Acting City Secretary

  
Bobby Rosenthal  
Mayor