

CITY OF ALAMO HEIGHTS
CITY COUNCIL
May 16, 2019

A workshop of the City Council of the City of Alamo Heights, Texas was held at the Council Chambers, located at 6116 Broadway, San Antonio, Texas, at 7:30 a.m. on Thursday, May 16, 2019.

Present and composing a quorum were:

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

Also attending were:

City Manager Buddy Kuhn
Assistant to the City Manager Marian V. Mendoza
Community Development Services Director Nina Shealey
Finance Director Robert Galindo
Police Chief Rick Pruitt
Public Works Director Pat Sullivan
Fire Chief Michael Gdovin
City Secretary Jennifer Reyna

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Mayor Bobby Rosenthal opened the meeting at 7:34 a.m.

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Item #1 Mayor Rosenthal read the following caption.

Discuss the Strategic Action Plan

City Manager Buddy Kuhn welcomed Council as department directors summarized FY 2018/2019 Strategic Action Plan (SAP) accomplishments, and identified FY 2019/2020 initiatives, and priorities.

Police Chief Rick Pruitt began his PowerPoint presentation with the Police Department's ongoing projects. The Police Department continues working with the Fire Department on neighborhood on-street parking related to commercial time limited restricted parking and multi-family districts to accommodate overnight parking. Staff is working with Alamo Heights Independent School District (AHISD) to relieve student parking at the high school. Due to recent construction, restricted parking zones were

added and surface lots are being explored in collaboration with AHISD. Police Chief Pruitt shared the possibility of losing 100 parking spaces or less due to the construction of AHISD stadium. Mr. Kuhn shared suggestions that City staff is working on and stated information will be presented to Council after City staff meets with AHISD. Council approved an interlocal agreement with AHISD for a School Resource Officer (SRO).

Police Chief Pruitt highlighted the UAV drone specific to the department's operational needs. The purchase price of UAV drones had decreased and is trending. Police Chief Pruitt and Fire Chief Michael Gdovin responded to Councilmember Jessee regarding the use of a drone in an active shooter school campus scenario and fire.

Capital purchases include replacement of 24 department issued Glock duty pistols, purchase NCIC Server/Client Interface Module from Tyler Public Safety, and reschedule the capital replacement of the dispatch office radio system. Police Chief Pruitt provided the estimated cost and noted a trade-in allowance with no fiscal impact for Glock duty pistols. The NCIC Server is efficient in transferring data from printouts directly into the records management system instead of personnel manually logging information. Police Chief Pruitt suggested to reschedule the capital replacement of the dispatch radio system in FY20 to realize savings.

An initiative identified for FY20 was the traffic incident study of the N. New Braunfels intersection with Albany Street and Morningside Drive that resulted in injuries and most recently, a fatality. Police Chief Pruitt stated he spoke with business owners and they expressed support in closing the access area to the property at Albany Street and Morningside due to numerous accidents. There will be coordination with the Texas Department of Transportation (TxDOT) and City of Terrell Hills. Another initiative is the development of a crime mapping program.

Five-year priorities included e-transportation devices; on-street parking – a progressive approach to resolving various parking issues; and initiatives to address dangerous driving behaviors.

Mayor Rosenthal expressed support in making modifications at Morningside and Albany.

Fire Chief Michael Gdovin presented Fire Department's accomplishments: AHISD students and residents were trained on hands only CPR, collaborated with the Code Enforcement Officer for ongoing tree trimming, purchase of active shooter ballistic vests and helmets for active shooter threats, and continued development of Texas Fire Chiefs Association Best Practices recognition program.

FY20 initiatives are to develop and implement a Critical Incident Stress Management Team for Alamo Heights/Terrell Hills/Olmos Park Fire Departments, all City of Alamo Heights staff, and STRAC, public education for smoke detectors to include aggressive social media campaign for fire prevention. EMS initiatives are: develop "Civilian Response to Active Shooter Events" for businesses and social groups

and purchase swift water rescue infant and child PFDs, a new EMS contract with tri-Cities, and conduct a new EMS rate study. Another initiative is a community warning siren to alert the community of weather emergencies in coordination with multi-agencies such as Alamo Heights Little League (AHLL), AHISD, and the University of Incarnate Word.

Fire Chief Gdovin identified five-year priorities to include the evaluation of Capital Replacement funding for the fire apparatus acquisition in 2024, replacements of SCBA in FY2020, replace 2007 support truck in 2020, anticipated ambulance replacement scheduled for 2021 has been moved up to 2019, replacement of 26 portable radios and 5 mobile units in 2021, replace 5 mobile truck radios in FY 21. The SCBA Fit tester is also a tri-City joint purchase for future replacement. Wages and benefits will continue to be evaluated.

Fire Chief Gdovin and Mr. Kuhn responded to Council's questions regarding frequency of tree trimming, current email subscribers/notification system, warning siren's benefits and collaboration with other organizations, and maintenance around fire hydrants. Assistant to the City Manager Marian Mendoza added that information may be distributed on the City's newsletter regarding peril weather.

Mayor Rosenthal announced a break at 8:38 a.m. The meeting reconvened at 8:49 a.m.

Community Development Services Department Director Nina Shealey began the department's presentation with their goals and summary of accomplishments. The department's goals are updating, verifying and identifying public data in anticipation with an interactive map website launch by the end of July 2019.

Accomplishments and current projects for the Community Development Services Department are working with TxDOT on the redesign of Broadway to include verified flood plain impacted parcels, develop an action plan for a potential bond election, and host bond educational meetings. Ms. Shealey informed Council, Code Compliance officer - Rick Ayala, transitioned from the Police Department and developed standard operating procedures. Ms. Shealey complimented Mr. Ayala on all his efforts in reaching out to individuals to get the job done. She commented on the need for a website for code enforcement and in the future for officers or designated employees to issue citations when a violation can not be mediated. Implementation of sign code regulations are ongoing with the asset of a sign inventory completed by Mr. Ayala. The deadline to be in compliance with sign regulations is May 31st with an update provided to Council at a future Council meeting.

Initiatives for FY20 are the purchase of an Incode Community Development module, tablets for the Code Compliance Officer and Building Inspector, redesigning the department's website, hire a design consultant for sidewalks and street lights for the Broadway Corridor and residential areas to follow, and a consultant for public parking study focused on Broadway/Austin Highway corridors and Alamo Heights High School

(AHHS). Ms. Shealey informed Council the Incode Community Development module and tablets allow real time field access for inspections/permits be efficient, paperless, and the Code Compliance Officer and Building Inspector to conduct work outside office on field. The redesign of the department's website will be more user friendly, process permits, licenses, applications with the capability of submitting plans. Ms. Shealey stated she has reached out to ARB regarding sidewalks/street lights design standards. The final initiative may consume five years for the creation of the commercial corridor master plan and build Broadway's redesign, infill/redevelopment program, consider Tax Increment Refinance (TIF) zones, and capture increment to support improvements. This initiative requires the hiring of a consultant and study.

Ms. Shealey responded to Mayor Rosenthal's questions regarding information displayed on interactive map and purpose. Ms. Mendoza commented the department's website redesign will utilize a search engine and be more user friendly.

Councilmember Billa Burke expressed support of parking study and recommended AHISD to contribute to the parking master plan.

Councilmember Jessee suggested residential design guidelines on the City's website because it is a common request made by applicants. He recommended staff explore permit fees as he noted the fees are high when the job is minimal. Councilmember Billa Burke agreed with Councilmember Jessee. Mr. Kuhn thanked them for their feedback and stated options will be considered.

Councilmember Jessee commented the multi-family districts' buildings are dilapidated, recommended to strengthen ordinances and meet with property owners regarding concerns and code enforcement. There was a brief discussion among Council regarding the multi-family district. Ms. Shealey commented the multi-family district is currently being reviewed. Councilmember Jessee suggested to conduct a Request for Qualifications (RFQ) for an architect to create the redesign of Broadway.

Public Works Director Pat Sullivan continued the PowerPoint presentation focused on the Public Works Department. He began his presentation and stated the Street Maintenance Program (SMP) is ongoing and identified the streets currently in progress. Mr. Sullivan reported the sewer replacement at 100 block of Harrigan Court is in progress. He stated the 300 block of Oakview alley south had not been funded in FY 19. Traffic signal upgrades at the Broadway intersections at E. Fair Oaks, Tuxedo, and Castano are completed as well as the Fish Eye camera system. The Utility Department's projects are in progress: replacement of sewer main along the south alley of Harrigan Court and upgrade well # 7 as a soft start system. The unplanned replacement of pump, motor and four sections of well casing on well # 7 are completed as well as the water main improvements at Alta between Columbine and Arbutus and at Corona between Columbine and Imlay.

Mr. Sullivan highlighted the capital improvements for the Utilities Department. He stated the Utility Department replaced the backup motor for well # 6 at City Hall and

reported the installation of the backup motor for well # 4 at the high school is on hold pending well house modifications. A capital improvement initiative is the equipment needed for the replacement of a 2008 half-ton truck, 1989 dump truck, and 1991 John Deere backhoe.

An initiative for the Utility Department are sewer upgrades at Ogden to west limits in the basin and upgrades would improve sewer system discharge line existing the city. An 8" and 10" line to a 12" new sewer main by pipe bursting. A map was presented to identify the location of sewer upgrades on Ogden. Photos of the sewer system were presented. Decorative street lighting along La Jara from Tuxedo to Lamont is another initiative. He stated four sets of tree lights would be installed at different locations, conducted in phases. A photo of a sample street light located at Olmos Park installed by CPS Energy along with other sample street lights were presented. Mr. Sullivan stated he rode with CPS Energy Governmental Liaison Roland Hinojosa to identify decorative lighting along Alamo Heights Blvd. Mr. Sullivan noted the lack of illumination with decorative street lighting and identified the cost differences with installation costs by the City and CPS Energy. The mill and resurface of the Alamo Heights Swimming Pool parking lot is the final initiative for the Public Works Department. Mr. Sullivan informed Council of the discontinued use of the MLOG leak detection system because it is no longer operative or manufactured. He explained the purpose of the leak detection system.

Five-year priorities for the Public Works Department are extensive alley repairs, Street Maintenance Program, continuation to resolve Texas Commission on Environmental Quality (TCEQ) 4X2 non-compliance issues, purchase two garbage truck chassis to replace two trucks manufactured in 2000, replacement of the 2008 pothole patch truck, and the purchase of a F-250 super cab pickup for the Public Works Department, and vector truck to perform sewer maintenance.

There was a brief discussion among Council regarding decorating lighting. Councilmember Prassel inquired the need for decorative lighting and expressed in his opinion not that many people walk there. Mayor Rosenthal stated he had received comments from residents how dark the area is and asked Mr. Sullivan to explore additional lighting on La Jara and traditional lighting for Alamo Heights Blvd. Mayor Rosenthal stated he had received positive comments on the lighting at La Jara. Councilmember Jessee complimented on the ambiance. Mr. Kuhn added that decorative lighting may be a concern for liability if the original light is removed; however, asked Council to consider original and decorative street lights.

Mayor Rosenthal inquired if AHLL would consider contributing to resurface the parking lot at Viesca. Mr. Kuhn stated he will reach out to AHLL but noted the project needed to be done.

Councilmember Jessee inquired about the progress on 4X2s. Mr. Sullivan reported good progress and currently waiting on the redesign of Broadway. He reported the main and service taps on right-of-ways are completed.

Councilmember Jessee asked about monitoring restaurants' grease traps that end in sewer lines. Mr. Sullivan identified two locations in where there were a significant amount of grease. He identified a plan to break down debris and maintain for pipe bursting. Ms. Shealey added Mr. Ayala visits businesses to monitor grease traps and encourage business owners to take steps to reduce/eliminate grease in the sewer system. Mr. Kuhn commented public education for the community is needed.

Mr. Kuhn began a PowerPoint presentation for the Administration Department with an update on legislation. He stated there are pending bills on tax revenue caps, building materials, business preemption, lobbying, permit approval times, and fees for cable and telecommunication carriers that may impact the City.

Mr. Kuhn reported on the department's accomplishments and ongoing projects. Water and sewer rates increased on March 1st along with 5% increases. He stated the last Olmos Basin clean up was in November 2018 and noted clean up and maintenance will be conducted three times a year. The Public Works Department and Assistant to the City Manager Ms. Mendoza have coordinated the improvements on the public right-of-way triangle collaborating with the Alamo Heights/Terrell Hills Garden Club as a beautification initiative. The Nature Trails building is another beautification initiative and currently in progress to include replacing the roof and updating at least one restroom in compliance with the Americans with Disabilities Act (ADA). He stated Ms. Mendoza is leading the effort on cyber security with scheduled vulnerability scans and an annual pen test. A new telephone system was completed installed and operational.

The community events were highlighted. The City hosts AH '09 5K and National Night Out and will be done annually because of the success. Mr. Kuhn announced Movie Nights in the Heights will be cancelled due to low turn-out during the summer. A community recycling event is anticipated in the summer. He stated there may be City volunteers to assist with the 4th of July Neighborhood event. He shared Mr. Hall Hammond expressed to keep the annual event small and Ms. Suzy Bettac asked for assistance. Mr. Kuhn asked Council's direction in the City's involvement and incentivizing employees to work during the holiday. Councilmember Prassel estimated 500 people show up. Mr. Kuhn stated 125 people attend when hosted during the weekend. Mr. Kuhn stated City Hall public area improvements are ongoing.

A summary report was provided on the Broadway Road Project. Staff will continue to work with Council, TxDOT, Metropolitan Planning Organization (MPO), and Bexar County. The following entities committed funding: \$10M from MPO, \$4M from TxDOT and a verbal commitment from Bexar County in the amount of \$13.7M. A possible bond election is planned for November 2019. There is research on other sources of funding with lower interest rates from the Texas Water Development Board for the utility portion. Mr. Kuhn stated additional debt will be retired and reported the City has an AAA bond rating. He informed Council representatives from LJA Engineering and TxDOT will be present to provide additional details of the project.

Other FY20 initiatives include a 2% - 3% Cost of Living Adjustment (COLA) for all employees and detailed information will be shared at a budget work session. Tuition reimbursement is still a benefit for employees continuing their education. Online internal employee evaluation system and a flexible/alternative work schedule are being explored. He stated the Cities of Balcones Heights implemented a flexible work schedule accommodating working hours ideal for residents, contractors and employees. Mr. Kuhn stated the Rosin Group has begun work at the swimming pool and detailed information will be presented at a future Council meeting on costs. The Comprehensive Fund continues to receive annual transfers from the General Fund of \$30,000 or consideration of an increase for \$40,000 instead.

Ms. Mendoza continued to report on the FY 20 initiatives on beautification projects. She identified two locations along public streets and right-of-ways: Optimist Christmas Tree lot and the baseball fields off Argo. She stated the beautification projects will be a joint effort between other non-profit groups. Council briefly discussed possible other locations for beautification.

Technology is another initiative. Ms. Mendoza stated a replacement for CISCO ASA is necessary to comply with FBI's CJIS to operate public safety. She stated this is a pro-active approach to utilize public safety software and reported the current appliance is at the end of life. Ms. Mendoza highlighted Tyler Content Manager Software. She stated it is compatible software with Incode and RMS towards a paperless served based data with the capability to add to with a customized records management feature. She confirmed there is capacity on the current server to accommodate the software applicable for all departments.

Information focused on financial aspects were presented by Finance Director Robert Galindo. As an initiative, he reminded Council of the City's portfolio and what the City may and may not invest in. Part of the five-year priorities, Mr. Galindo commented the Broadway Road Project will be ongoing and during construction, the City needs to be mindful of how the construction will affect businesses. Mr. Galindo noted when Broadway is transferred from TxDOT, funding for ongoing regular maintenance will need to be added as part of the budget. He suggested to consider increasing revenues from existing sources such as cell tower agreements, solid waste collection fee, EMS charges, and pool leases if the property tax revenue are capped. The City needs to maintain S&P AAA bond rating, strategize for IT infrastructure network replacement by FY22, scan documents stored at Iron Mountain, and be aware the centennial celebration will be in June 2022.

Councilmember Jessee inquired on the property tax revenue cap. Mr. Kuhn stated I&S portion would be counted towards 3.5%. He reported amendments to the proposed bill are changing and the City needs to be prepared of a possibility of a property tax revenue cap. Mr. Galindo reported City staff working with Financial Advisor Anne Entrekin, First Southwest Company, for a financial impact. There was a discussion among Council regarding funding and education efforts on property taxes and bond education for the Broadway project.

Mayor Rosenthal reconsidered the potential lighting on Alamo Heights Blvd. and suggested at least a few street lights on the right-of-way between St. Luke's and Basse Road. He suggested double-time for employees that assist with the 4th of July event. He asked Ms. Mendoza what is a good defense in place for public safety information. Ms. Mendoza replied to Mayor Rosenthal there is a protocol that successfully passed the audit; not opting for cloud-based system was an additional defense.

Mr. Kuhn summarized the following items that Council is in support: to fund the downtown parking and high school parking studies, conduct a traffic study at Albany and Morningside; beautification at pocket parks, provide design guidelines online, review permit fees and multiple-family regulations by strengthening ordinance, fund lighting along Alamo Heights Blvd., host educational meetings for homeowners on bond election, continue Olmos Basin cleanup, and explore lighting options at Jones Maltsberger and Basse.

Mayor Rosenthal announced a break at 10:54 a.m. The meeting reconvened at 11:02 a.m.

Representatives from LJA Engineering and the TxDOT were present to share additional information on the redesign of Broadway.

Vice-President of the Public Infrastructure: Transportation Todd Thurber, PE, LJA Engineering, identified the boundaries of the Broadway redesign project. He stated the purpose is to create a pedestrian-friendly environment, improve green space, connect to bike networks, improve access to businesses, and improve drainage. He summarized Broadway's amount of lanes will decrease from six to four to be consistent on the south end, San Antonio.

Mr. Thurber informed Council the City of San Antonio (COSA) and the San Antonio River Authority (SARA) got involved in the project because of drainage concerns and TxDOT conducted a study. The study produced alternatives with street improvements for an estimated cost at \$34.5M. Mr. Thurber presented survey results obtained from the public regarding their concerns expressed at the meetings TxDOT hosted on August 3, 2016 and March 8, 2017. Two schematic options were presented. Both options included bike lanes, ten foot sidewalks, and greenspace with a primary focus of the impact it will have to businesses. The first option consisted of less greenspace compared to Option two, five feet bike lanes, a combination of angled back-in and parallel parking for a total of 114 proposed parking spaces. Option two presented additional greenspace than Option one, six feet bike lanes with parallel parking proposing 49 parking spaces.

Mr. Thurber responded to Council's questions. He stated it is Federal guidelines and to be consistent with COSA for bike lane designations. Ms. Shealey stated bicycling is increasing and COSA is advocating for bicycle safety. Councilmember Savage commented Broadway is a dangerous street of what he has experienced.

There was a brief discussion among Council regarding back-in/parallel parking and sidewalks.

Councilmember Jessee stated Council would like to hire an architect for redesigning Broadway, establish guidelines, and make decisions. He asked if the architect could work with TxDOT for landscaping, color and sidewalks.

Mr. Thurber and TxDOT Transportation Engineer Richard De La Cruz, P.E. both stated they have worked with hired urban planners and architects such as with the City of Leon Valley and expressed support to work together with hired personnel. Both emphasized safety is a priority. Mr. De La Cruz stated it is not too late to hire an architect but noted it may delay the project and time completing the project varies. He stated an environmental approval study is needed and the next step is public involvement.

Councilmember Jessee encouraged the City to establish a small committee. Mr. Kuhn recommended to return the project to the stakeholders to establish a focus group. Councilmember Savage commented it would be unfortunate for the project to be attractive but not functional.

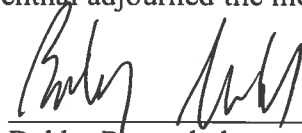
Mr. Kuhn summarized City staff to work towards hiring a landscaping architect consultant, host a stakeholders' meeting in June, and conduct educational meetings for the upcoming bond election. He reminded Council the cost of the project is an estimate that does not include all stakeholders such as telecommunication contractors.

Mr. Thurber recommended when a bid is issued to include a contingency cost.

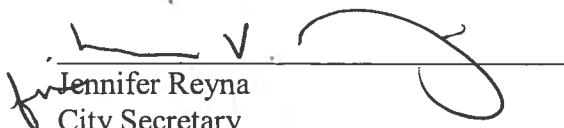
Mayor Rosenthal thanked Council for the discussion and thanked staff for presentations of their departments' work and efforts. He expressed appreciation to staff in working as a team. He thanked LJA Engineering and TxDOT for their collaboration on the Broadway project.

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There being no further business, Mayor Rosenthal adjourned the meeting at 12:40 p.m.



Bobby Rosenthal
Mayor



Jennifer Reyna
City Secretary