

CITY OF ALAMO HEIGHTS
CITY COUNCIL
May 9, 2016

A regular meeting 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 5:30 p.m. on Monday, May 9, 2016.

Present and composing a quorum were:

Mayor Louis Cooper
Mayor Pro-Tempore Lynda Billa Burke
Mayor Pro-Tempore Elect Fred Prassel
Councilmember Bobby Rosenthal
Councilmember John Savage

Also attending were:

City Manager J. Mark Browne
Fire Chief/Assistant City Manager Buddy Kuhn
Assistant to the City Manager Marian V. Mendoza
City Attorney Mike Brenan
Finance Director Robert Galindo
Community Development Services Department Director Jason Lutz
Human Resource Manager Lori Harris
City Secretary Jennifer Reyna
Chief Police Rick Pruitt
Public Works Director Pat Sullivan

Absent was:

Councilmember Lawson Jessee

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

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Councilman Bobby Rosenthal recognized the presence of Boy Scouts of America, Troop #809, in the audience. He explained they were present to observe the Council meeting as a requirement for their Citizenship in the Community merit badge.

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Item # 1 Approval of Minutes

Mayor Cooper asked City Council for any revisions to the minutes of the April 25, 2016, City Council meeting. A motion was made by Councilmember Fred Prassel to

approve the minutes of April 25, 2016. The motion was seconded by Mayor Pro Tem Billa Burke and passed by unanimous vote.

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Item # 2 Presentation of \$1.00 each to the Mayor and Council members for Compensation as per City Charter, Article IV, Section 13

Finance Director Robert Galindo thanked Council for their service and presented them a crisp dollar as compensation for their service.

Item # 3 Presentation of Certificates of Election and administration of Oaths of Office to newly elected officials: Councilmember, Place 3 – Fred Prassel, Councilmember, Place 4 – Lynda Billa Burke, and Councilmember, Place 5 – John Savage

City Secretary Jennifer Reyna announced Fred Prassel, Lynda Billa Burke, and John Savage were declared elected. Ms. Reyna administered the oaths of office and congratulated them.

Item # 4 Election of Mayor Pro Tempore

A motion was made by Councilmember Bobby Rosenthal to elect Councilmember Fred Prassel as the Mayor Pro Tempore. The motion was seconded by Councilmember John Savage and passed by unanimous vote.

Item # 5 Announcement

a. Movie Nights in the Heights, June 10, 2016

Assistant to the City Manager Marian V. Mendoza welcomed the public to the annual movie nights in the heights summer series. She invited family to enjoy “Inside Out” scheduled on Friday, June 10, 2016, 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.

Item # 6 Citizens to be heard concerning items not on the agenda

There were no citizens that signed up to speak.

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Items for Individual Consideration

Item # 7 Mayor Cooper read the following caption.

Architectural Review Board Case No. 619F, request of Bobo Custom Builders, applicant, representing Debra Nason, owner, for the final review of the proposed replacement structure located at 111 Redwood St. under Demolition Review Ordinance No. 1860 in order to demolish and/or encapsulate 42% of the street-facing façade on the east side of the existing main structure for a master suite addition

Community Development Services Department Director Jason Lutz made a PowerPoint presentation that included background information, map, existing/proposed site plan, elevations, and photos.

Mr. Lutz identified the project and stated the applicant is seeking to demolish and/or encapsulate 42% of the street-facing façade for the addition of a master suite. He reviewed the existing and proposed Residential Design Standards (RDS). The proposed structure addition will have an exterior comprised of wood siding to match the existing material. The proposed roof will be comprised of a composition shingle roof. The existing/proposed site plans, elevations, and photos of the neighborhood were presented.

On May 3, 2016, the Architectural Review Board (ARB) considered the request and found the proposed replacement structure to be compatible. Staff received three responses in support and one in opposition of the applicant's request.

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

Item # 8 Mayor Cooper read the following caption.

ORDINANCE NO. 2050

CONSIDERATION AND ACTION CONCERNING AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE III, BOARDS AND COMMISSIONS, SECTION 2-47, BOARD OF ADJUSTMENT, TO ADOPT A NEW SUBSECTION 2-47(D) REPETITIVE FILINGS PROHIBITED

Mr. Lutz made a PowerPoint presentation that included background information and proposed amendments.

A new subsection, *Repetitive Filings Prohibited*, within Chapter 2, Administration, Article III, Boards & Commission, Section 2-47(d) was introduced to establish minimum time limits for the re-application of variances. Mr. Lutz referenced a variance application that was denied on November 4, 2015 and re-submitted on March 23, 2016. He stated staff researched the City's code and found no minimal timeframe are required for same requests. He explained that without an established minimal timeframe, applicants could submit at any time after a variance is considered.

Mr. Lutz referenced that Chapter 2, Article III. Boards and Commissions, Section 2-46(4) Planning and Zoning Commission have a six month timeframe for re-application for the same request after denial. He proposed a new section in Chapter 2, Article III. Boards and Commission, Section 2-47 Board of Adjustment (d): Repetitive Filings Prohibited. "When an application for a variance has been denied by the Board of Adjustment, or withdrawn or abandoned by the applicant after a hearing thereon has commenced, a new application for the same or a similar variance on the same property will not be received by the Board of Adjustment until the expiration of six (6) months from the date of such denial or withdrawal, unless the city's community development director shall find that conditions have changed so as to warrant an earlier filing or that it is in the public interest to reconsider the application."

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

Item # 9 Mayor Cooper read the following caption.

ORDINANCE NO. 2051

AN ORDINANCE APPOINTING INDIVIDUALS TO SERVE ON THE VARIOUS BOARDS AND COMMISSIONS FOR THE CITY OF ALAMO HEIGHTS

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

There are newly appointed leaders and members to the Architectural Review Board (ARB) and Board of Adjustment (BOA). They are: Chair John Gaines, Vice-Chairman Grant McFarland and Diane Hays as a member to the ARB. Vice-Chairman Jimmy Satel and members Lott McIlhenny and Weston Sharples (alternate) were appointed to the Board of Adjustment.

Mr. Lutz presented a listing of all the appointees that will contribute to the Planning & Zoning (P&Z) Commission, ARB, and BOA. He stated the term will end in May 2017 as it runs concurrent with the Mayor's term.

A motion for approval was made by Mayor Pro Tem Fred Prassel. The motion was seconded by Councilmember Bobby Rosenthal and passed by unanimous vote.

Item # 10 Mayor Cooper read the following caption.

Resolution No. 2016R - 079

A Resolution accepting the competitive bid through the Houston – Galveston Area COG (H.G.A.C.) for a 2017 Ambulance chassis and Patient Module by Knapp Chevrolet and Frazer Ambulance Sales

Fire Chief Buddy Kuhn made a PowerPoint presentation that included background information.

Fire Chief Kuhn informed Council of the 2004 Ford EMS unit that is due for replacement. He stated in 2014 staff agreed to an extension of two years for replacement. He stated there are rising maintenance costs associated in keeping the EMS units beyond a 10-year timeframe, and a new year model and stretcher fastening requirements had resulted in price increases.

The last ambulances purchased were in 2007 and 2012 from Frazer Ambulance from Houston. Frazer Ambulance maintains a current and similar fleet which ensures consistency and familiarity of equipment for emergency responders. Fire Chief Kuhn stated in-state vendors allow better access to the factory in the event the unit encounters major problems. In 2012, the retired chassis and equipment were sold at an auction in which proceeds returned to the Capital Replacement Fund and the same process is anticipated. Remounting saves the City approximately \$30,000 and the competitive bid process was facilitated through the Houston-Galveston Area Cooperative (HGAC). The truck chassis purchased through Knapp Chevrolet is an approved HGAC Vendor.

Fire Chief Kuhn briefly reviewed costs related to the ambulance remount earmarked in the EMS Capital Replacement Fund. He stated additional expenditures will be made once the unit is delivered to cover the addition of data transmission equipment, a new stretcher, and other miscellaneous equipment not provided by the vendor. The EMS unit is proposed to go to Houston in late 2016 and delivered in January 2017. Fire Chief Kuhn noted the City will have only two EMS units during the remount process for approximately a timeframe of 90 days – 120 days.

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

Staff Report

Item # 11 Mayor Cooper read the following caption.

Presentation of Financial and Investment Report for the second quarter ending March 31, 2016

Finance Director Robert Galindo made a PowerPoint presentation that summarized the City's financial position. The Financial and Investment Report included General Fund Revenues/Expenditures, Utility Fund Revenues/Expenditures, Capital Projects Fund and an Investment Portfolio Update.

Mr. Galindo presented a Budget to Actual graph for property tax collections for the Maintenance & Operations (M&O) and Interest and Sinking (I&S), year to date since 2011. A graph of the total sales revenues dated 2015-2016 was presented that included the General fund and street maintenance tax collection.

General fund expenditures were categorized by departments and noted at 44% year to date which is within budget. A graph of general fund expenditures was displayed for actual and budget for the fiscal year. Utility fund revenues & expenditures were presented.

Mr. Galindo reviewed the capital projects fund that included revenue and expenditure balances and transfers from the General Fund for the completion of the City Hall building. He added there is a city projects allocation which includes beautification projects and the parking lot project.

Mr. Galindo provided an investment portfolio update with a beginning value as of September 30, 2015. He explained that he invests in pools with AAA ratings. He summarized the city's financial position as strong and positive.

Councilmember Rosenthal asked if there were any vacancies or a decrease in personnel.

Mr. Galindo responded there are vacancies within departments. Human Resource Manager Lori Harris reported one vacancy in the Police Department, three in Public Works, and stated the Fire Department just filled their last vacancy. Mr. Browne summarized the City is doing well.

Mr. Galindo summarized that the department heads are doing well in managing their respective budget.

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There being no further business, a motion was made by Mayor Pro Tem Prassel to adjourn the meeting. The motion was seconded by Councilmember Rosenthal and passed by unanimous vote. Mayor Cooper adjourned the meeting at 6:06 p.m.


for Jennifer Reyna
City Secretary



Louis Cooper
Mayor