

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
February 8, 2021

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, February 8, 2021. A teleconference was held via Zoom; staff and meeting attendees were welcomed in the Council Chambers entering City Hall via one entrance (rear of City Hall), answering health questions, health screening, wearing a mask and practicing social distancing.

Composing a quorum were:

Mayor Bobby Rosenthal  
Mayor Pro Tempore John Savage  
Councilmember Lawson Jessee  
Councilmember Wes Sharples  
Councilmember Blake M. Bonner – Via Zoom  
Councilmember Lynda Billa Burke

Also attending were:

City Manager Buddy Kuhn – Via Zoom  
Assistant City Manager/Community Development Services Director Nina Shealey  
City Attorney Richard Lindner  
Assistant to City Manager Jennifer Reyna  
City Secretary Elsa T. Robles  
Director of Finance Robert Galindo  
Human Resources Manager Lori Harris  
Police Chief Rick Pruitt  
Fire Chief Michael Gdovin  
Public Works Director Pat Sullivan – Via Zoom  
Lieutenant Cindy Pruitt – Via Zoom

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Mayor Bobby Rosenthal opened the meeting at 5:32 p.m.

\* \* \*

*Item # 1      Approval of Minutes*

Mayor Rosenthal asked City Council for a motion to approve the January 11, 2021 Council Meeting minutes. Councilmember Wes Sharples moved to approve the minutes as presented. The motion was seconded by Councilmember Lynda Billa Burke and passed by unanimous vote.

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*Item # 2      Announcements*

Mayor Rosenthal read the following caption.

**a. Annual Tree Trimming**

Fire Chief Michael Gdovin announced the city annual tree trimming for emergency vehicle access was scheduled to start today, February 8, 2021 and last about 10 days. The impacted streets were listed on the City's website. He also identified some obstructed traffic signals where trimming was needed. The Davey Tree Service proposal amount was \$13,640.00.

**b. Candidate Filing Period**

City Secretary Elsa T. Robles stated this was a reminder of the candidate filing period for the May 1, 2021 General Election which will end on Friday, February 12, 2021. Interested candidates can still apply to serve a two-year term for Mayor, or Councilmember Place 1 or Place 2. Interested candidates need to be residents of the City of Alamo Heights for at least one year and be registered voters. She stated all applications, along with a \$100.00 filing fee should be turned in by 5:00 p.m. on February 12, 2021. Additional information is available on the City's website and kiosk. Ms. Robles added that candidate packets could be picked up from her office or printed off the City's website.

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*Item # 3      Citizens to be heard*

No comments made.

\* \* \*

Assistant to City Manager Jennifer Reyna explained citizens wishing to participate in the meeting via zoom, could press \*9 and be acknowledged to speak for 3 minutes. She asked participants to state their name and address to record in the meeting minutes.

\* \* \*

*Items for Individual Consideration*

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

**Discussion and possible action regarding the Alamo Heights Bike Park**

**a. Discussion and possible action regarding the permanent location for the proposed permanent Alamo Heights Bike Park.**

Assistant City Manager/Community Development Services Department Director, Nina Shealey shared some background on this item. She stated this summer there was an increase of

biking activity in the Hondondo Creek Trails with installation of bike ramps. Since biking activity is not allowed at the Hondondo trails, a request for an official bike park was requested and the Alamo Heights Bike Park 501 (c)(3) was created by community members. In December 2020, City Council agreed to a temporary Bike Park license agreement expiring today, February 8, 2021. She stated the Alamo Heights Bike Park (AHBP) together with the City staff have worked hard on identifying options for a permanent location to establish a Bike Park.

Ms. Shealey stated three viable locations were identified:

- Location 1 – Northwest portion of Hondondo Trails
- Location 2 – North of Bark Park, South of Corona
- Location 3 – Between Bark Park & Baseball Field

Ms. Shealey briefed Council on the pros and cons of all locations and stated staff needed direction from Council to proceed with one of these options. This would include working with AHBP to secure liability insurance, surveying the selected property establishing metes and bounds, negotiating and executing an MOU with AHBP, review site plan of proposed improvements, and coordinating with the City of San Antonio who own all three locations.

**b. Consideration and possible action in response to a request to extend the term of the temporary location of the Alamo Heights Bike Park.**

Ms. Shealey stated this item was regarding the term of the temporary Bike Park which was approved from December 14, 2020 – February 8, 2021. She stated some concerns with the temporary bike park include: bike park operating without liability insurance coverage, park was intended for use during the winter break, the Bark Park parking currently overflows into baseball field parking lots, and Little League season begins March 20, 2021. The AHBP board requested an extension of the temporary location until a permanent park is established.

Once a location is selected, there will be cost related to the creation of a permanent bike park. The city will incur expenses related to clearing the property of debris and surveying the property. Funds were budgeted in the FY22 budget to cover these costs.

Ms. Shealey noted staff will coordinate with the City Attorney, AHBP, Bark Park, Friends of Hondondo Trails, Alamo Heights Little League, and neighboring residents on this project.

Ms. Elizabeth Cox spoke on behalf of the AHBP. She stated the AHBP understood the City did not want any liability related to bike ramps and had complied with removal of the larger jumps as requested by Mr. Kuhn. The remaining jumps are within normal range. Ms. Cox stated they were requesting to extend the temporary park through spring break.

Councilman Lawson Jessee agreed to extend the temporary bike park until spring break. He shared his thoughts on each proposed location and noted Location 3 would be the best option for the permanent bike park. Mayor Rosenthal agreed and added fencing was needed between the bike park and the Hondondo Trails.

Ms. Cox address thanked Council and city staff for all the discussion and effort to help make this work for the parents and kids in the community. She stated she was sure the kids would be good stewards of the community and would graciously accept whichever location Council approved.

*Item # 4 – a.*

After further discussion, Councilmember Jessee motioned to approved staff move forward with establishing a Bike Park property in the general area of Location 3 (extending it to the Little League Property and Alamo Heights Blvd) to include an MOU, property survey, land clearing, and any other necessary costs within budget. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

*Item # 4 – b.*

Councilmember Sharples moved to extend the Bike Park temporary license agreement through March 19, 2021. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

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

**Discussion and possible action regarding a tornado warning alert device subsidy program for qualifying residents of the City of Alamo Heights**

Fire Chief Michael Gdovin stated this was a follow-up on the outdoor emergency tornado warning alert device subsidy program. Council had requested citizens be provided tornado preparedness information. The “*Tornado Preparedness*” public service information requested by Council was posted on the Fire Department website on 01-22-2021, the City website on 02-02-2021 and added to the February 2021 City Newsletter.

Fire Chief Gdovin reviewed the subsidy program guidelines. The program will be offered to COAH residents. Interested applicants must own their own property and not rent. Only one reimbursement per occupancy allowed. All applicants must sign and submit a “Release of Liability/Hold Harmless” form and complete/submit an application form prior to request for reimbursement of up to \$50.00 per device. He stated the request for subsidy must be submitted before September 1, 2021. The device must have a tornado alert feature and recommended to have an audible and visible tornado alert feature with a battery back-up. The resident is required to provide a proof of purchase within 30 days from purchase. Staff will complete administrative duties to ensure approval or denial of application as well as tracking of approved devices and reimbursements. Currently no policy is in place for the tornado alert subsidy; however, the program will be re-evaluated for future budget consideration.

Fire Chief Gdovin stated the fiscal impact is \$25,000 with approximately 400-666 devices reimbursed at fifty percent (50%) of the purchase price, not to exceed fifty dollars (\$50.00) for one device per address.

Mayor Rosenthal noted it was a great resolution and a good start to address citizens' concerns regarding the installation of an outdoor tornado siren. He thanked Fire Chief Gdovin for providing a good solution for those citizens wanting a tornado warning alert device.

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

**ORDINANCE NO. 2167**

**AN ORDINANCE ORDERING A GENERAL ELECTION IN THE CITY OF ALAMO HEIGHTS, TEXAS, TO BE HELD ON MAY 1, 2021, FOR THE ELECTION OF MAYOR AND TWO COUNCIL MEMBERS FOR PLACES ONE (1), AND TWO (2); PROVIDING THE DETAILS THEREFOR AND PROVIDING FOR A PROCLAMATION AND NOTICE OF SUCH GENERAL ELECTION; AND DESIGNATING JACQUELYN F. CALLANEN, BEXAR COUNTY ELECTIONS ADMINISTRATOR, AS THE ELECTION ADMINISTRATOR TO CONDUCT SAID ELECTION**

City Secretary Elsa T. Robles announced she was presenting the first of two ordinances regarding upcoming May 1, 2021 elections. This ordinance was to order a General Election in the City of Alamo Heights for the election of Mayor and two Council Members for Places One (1), and Two (2) and designating Jacquelyn F. Callanen, Bexar County Elections Administrator as the Election Administrator.

Bexar County conducts both Early Voting and Election Day activities and provide voting opportunities through Ballot by Mail and Curbside Voting by appointment or upon arrival at a polling location. Early voting is April 19<sup>th</sup> – April 27<sup>th</sup>, 2021 with Lion's Field Community Center and Tobin Library being nearby Early and Election Day polling sites. On Election Day, May 1, 2021, the Alamo Heights City Hall will serve as a polling site. Hours will be from 7:00 a.m. – 7:00 p.m. As in the November election, staff will take precautionary measures to address any pandemic concerns.

Ms. Robles informed Council, Bexar County serves as an official Voter Center model as approved by the Texas Secretary of State. This allows Bexar County voters to vote at any designated Bexar County polling site, as practiced during Early Voting. She added Election information will be available on the City's website, kiosk and March/April newsletters. Information will also be published in the San Antonio Express-News and La Prensa on April 25<sup>th</sup> and April 30<sup>th</sup>.

In reviewing fiscal impact, Ms. Robles stated the City pays within the range of \$3,660 - \$5,000 per election. With the consideration of the City conducting two elections this year, if the City cancels the general election due to unopposed positions, there will be no additional costs. State law requires the City Council to order a general election for city officials.

Councilmember Billa Burke moved to approve Ordinance No. 2167 ordering a General Election to be held on May 1, 2021. The motion was seconded by Mayor Pro Tem John Savage and passed by unanimous vote.

Item # 7 Mayor Rosenthal read the following caption.

**ORDINANCE NO. 2168**

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF ALAMO HEIGHTS, TEXAS TO ORDER A SPECIAL ELECTION TO BE HELD IN THE CITY OF ALAMO HEIGHTS, TEXAS ON MAY 1, 2021 FOR THE PURPOSE OF VOTING ON REAUTHORIZING A LOCAL SALES AND USE TAX TO CONTINUE TO PROVIDE REVENUE FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS; AND DESIGNATING JACQUELYN F. CALLANEN, BEXAR COUNTY ELECTIONS ADMINISTRATOR, AS THE ELECTION ADMINISTRATOR TO CONDUCT SUCH ELECTION**

Ms. Robles presented the second ordinance ordering a Special Election to be held on May 1, 2021 for the consideration of reauthorization of a local sales and use tax at the rate of one-half of one percent. If passed, it will continue to fund the 20-year Street Maintenance Program for the maintenance and repair of municipal streets. The ordinance will also designate Jacquelyn F. Callanen as the Election Administrator for this election.

Ms. Robles provided some background information on the Special Election. On November 8, 2016, reauthorization of one-fourth percent sales and use tax for street maintenance was approved by voters and again on May 6, 2017. Revenues based on sales tax (one-half of one percent) will expire on September 30, 2021. If the special election is approved by voters, the sales tax will take effect October 1, 2021 and expire on September 30, 2025 for a period of four years.

Like the General Election, the Special Election early voting will also be held April 19<sup>th</sup> – April 27<sup>th</sup>, 2021 with Lion’s Field Community Center and Tobin Library being nearby early polling sites. The Alamo Heights City Hall will serve as an Election Day polling site on May 1, 2021 during the hours of 7:00 a.m. – 7:00 p.m.

Ms. Robles reminded Council, Bexar County serves as an official Voter Center model as approved by the Texas Secretary of State and allows voters to vote at any designated Bexar County polling site during Early Voting and on Election Day. Information on the Special Election will also be available on the City’s website, kiosk and March/April newsletters. Information will be published in the San Antonio Express-News and La Prensa on April 25<sup>th</sup> and April 30<sup>th</sup>.

Per Texas Tax Code, Chapter 327, it requires a city election to be held for the purpose of voting on the proposed adoption of a municipal sales and use tax for street maintenance.

Ms. Robles closed by stating the one-half of one percent would generate approximately \$660,000 in total revenue during the 2021-2022 fiscal year.

Councilmember Billa Burke moved to approve Ordinance No. 2168 ordering a Special Election to be held on May 1, 2021. The motion was seconded by Councilmember Sharples and passed by unanimous vote.

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Staff Report

Item # 8 Mayor Rosenthal read the following caption.

**Presentation of Financial and Investment Report for the first quarter ending December 31, 2020**

Director of Finance Robert Galindo stated he was presenting the financial report for the first quarter ending December 31, 2020. The General Fund operating revenues over expenditures was \$2,457,029. The General Fund revenue totaled \$4,531,580 through the first quarter of fiscal year 2021 and is 41% of budget. Property taxes assessed October 2020 accounted for 55% of general fund revenues. Total property tax revenue equaled \$3,833,651 or 55% of budget and included \$496,023 in the debt service fund. Sales tax revenue was \$336,558 or 26% of budget.

Mr. Galindo informed Council expenses for services totaled \$262,125 or 22% of budget including EMS revenue, telecom leases and administrative court costs. Building permit revenue totaled \$221,638 representing 42% of budget. In total, expenditures through the first quarter of the year totaled \$2,074,551 or 19% of budget. After expenses, the utility fund revenue totaled \$530,838. Utility fund revenue was \$1,125,855 or 29% of budget. Utility fund operating expenses were \$595,017, 16% of budget.

Reporting on the Capital Projects Fund, Mr. Galindo stated they included CIED funds received from City Public Service (CPS) in 2012. The beginning fund balance is \$171,882 with expenditures through December being \$6,827 or 7% of the budget. The expenditures were for ADA flatwork at the swimming pool.

In reviewing the City's investment portfolio, Mr. Galindo noted the City had some CDs and a small savings account at Jefferson Bank. The investment portfolio had increased from \$11,405,617 to \$13,579,923 through the end of the first quarter an increase of \$2,174,305. The average yield for the investment portfolio was 0.23% as compared to the benchmark of 0.09%, the 90-Day Treasury.

Mr. Galindo stated the city continued to maintain a strong financial position through the first quarter of FY2021 and is operating within budget.





In closing, Mr. Galindo reviewed the finance performance summary:

<b>PERFORMANCE SUMMARY FOR THE 1st QUARTER or 25% OF BUDGET</b>			
	% of Budget	Current Quarter	YTD Quarter
<b>GENERAL FUND</b>			
Total Revenues	41%	Positive	Positive
Total Expenditures	19%	Positive	Positive
Total Property Tax Collections	55%	Positive	Positive
Sales Tax Revenues	26%	Positive	Positive
<b>ENTERPRISE FUND</b>			
Utility Fund Revenues	29%	Positive	Negative
Utility Fund Expenditures	16%	Positive	Positive

Mayor Rosenthal thanked Mr. Galindo for a thorough report on the City's finances ending the first quarter.

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Closed Session

At 6:38 p.m., Mayor Rosenthal adjourned the regular City Council meeting to conduct a closed meeting as authorized by Section 551.074 of the Texas Government Code to discuss the employment, evaluation, and duties of the City Manager.

Mayor Rosenthal reconvened the regular meeting at 6:44 p.m. There was no action taken during the closed session.

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With no further business to consider, Councilmember Bonner moved to adjourn the meeting at 6:45 p.m. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

  
 Elsa T. Robles, TRMC  
 City Secretary

  
 Bobby Rosenthal  
 Mayor

