

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
June 23, 2025

A regular meeting of the City Council of the City of Alamo Heights, Texas was held at the Council Chamber, located at 6116 Broadway, San Antonio, Texas, at 5:30 p.m. on Monday, June 23, 2025. A teleconference was held via Zoom; staff and meeting attendees were welcomed in the Council Chamber.

Composing a quorum were:  
Mayor Albert Honigblum  
Mayor Pro Tem Trey Jacobson  
Councilmember Lawson Jessee  
Councilmember Blake M. Bonner  
Councilmember Lynda Billa Burke

Also attending were:  
City Manager Buddy Kuhn  
City Attorneys Jessie Lopez & Justin Nail  
Assistant to City Manager Jennifer Reyna  
City Secretary Elsa T. Robles  
Community Development Services Director Lety Hernandez  
Police Chief Rick Pruitt  
Fire Chief Allen Ottmers  
Public Works Director Frank Orta

Not attending:  
Councilmember Karl P. Baker  
Assistant City Manager Phil Laney  
Deputy Police Chief Cindy Pruitt

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Mayor Albert Honigblum opened the meeting at 5:32 p.m.

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*Item # 1      Approval of Minutes*

Mayor Honigblum asked the City Council for a motion on the June 05, 2025 Strategic Action Plan Work Session minutes. Councilmember Lynda Billa Burke moved to approve the minutes as presented. The motion was seconded by Councilmember Blake M. Bonner and passed by a 4-0 vote.

Mayor Honigblum asked the City Council for a motion on the June 05, 2025 Argyle Specific Use Permit Work Session minutes. Councilmember Lawson Jessee moved to approve the minutes as presented. The motion was seconded by Councilmember Billa Burke and passed by a 4-0 vote.

Mayor Honigblum asked the City Council for a motion on the June 09, 2025 City Council meeting minutes. Councilmember Billa Burke moved to approve the minutes as presented. The motion was seconded by Mayor Pro Tem Trey Jacobson and passed by a 4-0 vote.

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*Item # 2      Announcements*

Mayor Honigblum read the following captions.

**a. 55th Annual 4th of July Parade, Friday, July 4, 2025**

Assistant to City Manager Jennifer Reyna announced the 55th annual 4th of July parade, will be on Friday, July 4<sup>th</sup>. Assembly will begin at 9:45 a.m., with the parade starting at 10:00 a.m. People will gather at the intersection of Estes and Patterson and make their way down towards Cathedral Park. She invited the public to join in on patriotic songs and enjoy refreshments after the parade. Ms. Reyna encouraged everyone to wear their red, white, and blue.

**b. Cancellation of July 14 & 28, 2025 Council Meetings**

City Secretary Elsa T. Robles announced the cancellation of the July 14th Council meeting in preparation for a special meeting on Tuesday July 15<sup>th</sup>. The July 28th Council meeting will be cancelled to allow staff to prepare for the Budget work session.

**c. City Council Special Meeting (Argyle Specific Use Permit), July 15, 2025**

Ms. Robles announced a special Council meeting scheduled for Tuesday, July 15th at 5:30 p.m. to discuss and consider the Argyle Specific Use Permit and final design.

**d. Budget Work Session, July 24, 2025**

Ms. Robles announced City Council and staff will hold a Budget work session on Thursday, July 24th in the council chamber starting at 8:30 a.m. to discuss the FY2025-26 Budget. It is open to the public.

Director of Community Development Services Lety Hernandez took the opportunity to introduce a new member of her staff, Tyler Brewer who will serve as the new Senior Planner for the department.

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*Item # 3      Citizens to be Heard*

No comments made.

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*Items for Individual Consideration*

Item # 4 Mayor Honigblum read the following caption.

**Architectural Review Board Case No. 988F, request of Martita Smith Fleming, applicant, representing Mayfield Family Ltd., Partnership #1, owners, to request a variance and appeal staff's decision regarding Section 5-134(b), Demolition Review Procedures that prohibits separation of the significance and compatibility review processes in order to demolish 100% of the existing main structure and accessory structures located at 702 Ogden Ln.**

Ms. Hernandez stated the Single-Family B (SF-B) property is located at 702 Ogden Ln. on the south side, east of Viesca Ave. She noted the applicant requests approval for a variance to appeal staff's decision on the current demolition review process that prohibits separation of the significance and compatibility review processes to demolish 100% of the existing main structure and accessory structures. She stated the case is subject to a demolition review process due to the full demolition request.

Ms. Hernandez reviewed the existing conditions of the property and stated the request for the demolition is in preparation to subdivide the lot in the future. The applicant is appealing and requesting a variance since a proposed replacement structure is not being proposed. Future consideration would be required by the Architectural Review Board (ARB) for compatibility and City Council approval. The request to subdivide the property would require a recommendation from the Planning and Zoning Commission and City Council approval.

Ms. Hernandez stated public notifications were mailed to property owners within a 200-foot radius. Notices were posted on the City's website and on the property. Staff received three responses in support and none in opposition.

Council deliberated the demolition review process and agreed it needed to be reviewed and modified. They remembered a similar case that was tabled a couple of weeks earlier and debated on being consistent with these and future cases.

After a brief discussion, Councilmember Jessee moved to approve ARB Case No. 988F upon Planning and Zoning Commission approval of the replat and subject to meeting all city codes and regulations. The motion was seconded by Councilmember Billa Burke and passed by 4-0 vote.

Council reiterated the process needed review and requested staff to add a demolition review process item to a future agenda.

Item # 5 Mayor Honigblum read the following caption.

**Public Hearing. A request of AR Perez, applicant, to encroach into the city's right-of-way at the property identified as CB 4024, BLK 49, LOTS 37 AND 38 also known as 925 Cambridge Oval zoned SF-A for a period of five (5) years for the purpose of installing a circular driveway on the property.**

Community Development Services Department Director Lety Hernandez stated the Single Family - A (SF-A) property is located at 925 Cambridge Oval on the northern side between Morton St and Bronson Ave. The applicant requests approval of a right-of-way license agreement for five (5) years under Section 16-104 of the City's Code of Ordinances to install a circular driveway on the property.

Ms. Hernandez provided background information on the case. On January 07, 2025, the Board of Adjustment granted a variance to allow the installation of a circular driveway on the lot. The variance expires on July 06, 2025. On June 09, 2025, the City Council tabled the request for the next scheduled meeting pending further information from the applicant.

Ms. Hernandez reviewed the existing conditions. She reviewed the proposed site plan and noted an existing approach on the right of the property and new expansion circular drive with additional approach. She stated a heritage tree on the property will remain and added the license agreement fee would be the minimum of \$2,000 based on the 200 square foot request and on the average per-square-foot Bexar Appraisal District fair market value.

Ms. Hernandez stated public notifications were mailed to property owners within a 200-foot radius. Notices were posted on the City's website and on the property. Staff received one response in support and none in opposition. Ms. Hernandez stated the applicant is still traveling and was not present for questions; however, project contractor Chris Berche was present to address any questions.

Mayor Honigblum opened the public hearing at 6:00 p.m. With no one to speak on the item, he closed the public hearing at 6:01 p.m.

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

**Discussion and possible action on request submitted by AR Perez, applicant, to encroach into the city's right-of-way at the property identified as CB 4024, BLK 49, LOTS 37 AND 38 also known as 925 Cambridge Oval zoned SF-A for a period of five (5) years for the purpose of installing a circular driveway on the property.**

Councilmember Jessee had concerns regarding the turning radius for the circular driveway and parking on the existing sidewalk.

Mr. Berche stated the applicant was seeking a quicker way to get from point A to point B and the walkway would be more of a drop-off roundabout. He compared the request to similar driveway in the neighborhood. Councilmember Billa Burke suggested they consider a pad site, noting a more suitable solution for the lot size.

Mayor Honigblum commented the issue was not what they were requesting, but the lot size of 50 feet, adding the turning radiuses would be too tight.

Councilmember Jessee stated he could not approve the request knowing they would encroach on the pedestrian walkway and reiterate is too narrow for the proposed circular driveway. He moved to deny the request as presented. The motion was seconded by Mayor Pro Tem Jacobson and passed by 4-0 vote.

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

**ORDINANCE NO. 2240**

**AN ORDINANCE APPOINTING MEMBERS AND CHAIR  
AND VICE CHAIR OF THE CITY OF ALAMO HEIGHTS  
ARCHITECTURAL REVIEW BOARD, BOARD OF  
ADJUSTMENT AND PLANNING AND ZONING  
COMMISSION; SETTING AN EFFECTIVE DATE.**

Ms. Hernandez stated per city code, Boards & Commission members are appointed by the Mayor and confirmed by City Council for two-year terms or until a successor is appointed. She noted the Planning and Zoning Commission (P&Z) is a 12-member group with recent resignations. Staff is proposing 5 new members to fill these vacancies, one vacancy remains. The Architectural Review Board (ARB) has no vacancies; however, there is one vacancy in the Board of Adjustment (BOA) due to one resignation.

For the P&Z staff proposes to reappoint Lori Becknell (Chairperson), Stephen McAllister (Vice Chairperson), Richard Bilanceri, La Unah Cuffy, Richard Garison, Laura Propp and newly appoint Nikki Graham Spector, Elizabeth Haynes, Madison Marceau, Banks M. Smith, and Tobin Smith to the P&Z for two-year terms.

On the ARB, there are seven board members and two alternates. Staff proposes to reappoint John Gaines (Chairperson), Grant McFarland (Vice Chairperson), Ashley R. Armes, Larry Gottsman, Adam Kiehne, Phil Solomon, Lyndsay Thorn, Clay Hagendorf, and Samuel White for two-year terms.

The Board of Adjustment consists of five members and two alternates. Staff proposes to reappoint Bill Orr (Chairperson), David Rose (Vice Chairperson), Jessica Drought, Lott McIlhenny, Wayne Woodard, and Sean Caporaletti for two-year terms. One vacancy remains.

Mayor Honigblum stated he personally interviewed and selected these citizens and shared information about each individual. He noted the remaining vacancy on the P&Z would be filled by E.J. Bartolomei. He thanked the citizens for volunteering their time to serve on these boards and commission.

Mayor Pro Tem Jacobson moved to approve the proposed reappointments and new appointments to include E.J. Bartolomei. The motion was seconded by Councilmember Billa Burke and passed by a 4-0 vote.

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

**ORDINANCE NO. 2241**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY  
OF ALAMO HEIGHTS, TEXAS AMENDING MUNICIPAL  
CODE OF ORDINANCES CHAPTER 10,  
MISCELLANEOUS PROVISIONS AND OFFENSES,**

**ARTICLE I IN GENERAL BY REPEALING SECTION 10-8 NOISE ORDINANCE AND ADDING SECTIONS 10-11 THROUGH 10-18 NOISE AND SOUND LEVEL REGULATION TO SET FORTH PERMISSIBLE SOUND LEVELS AND ESTABLISH THE ENFORCEMENT THEREOF IN ORDER TO PROTECT THE CITIZENS AGAINST UNREASONABLE NOISE WITHIN THE CORPORATE LIMITS OF THE CITY OF ALAMO HEIGHTS; AUTHORIZING THE CITY MANAGER OR DESIGNEE TO TAKE ALL NECESSARY STEPS TO IMPLEMENT THE PROVISIONS OF THIS ORDINANCE; PROVIDING FOR SEVERABILITY; REPEALING ANY OTHER CODE PROVISIONS, ORDINANCES, OR PARTS OF ORDINANCES, AND OTHER PROVISIONS IN CONFLICT HERewith; INCORPORATING RECITALS; AND ADOPTING AN EFFECTIVE DATE.**

Police Chief Rick Pruitt presented an ordinance amending the city's noise ordinance to include noise and sound regulation. He commented staff had presented this to the City Council on two separate occasions seeking recommendations. After these discussions, City Council requested clarification regarding the regulation of equipment commonly used to perform lawn/tree maintenance, noise from the public pool, and little league activities. The biggest concern was on lawn and tree service companies.

Police Chief Pruitt stated staff was proposing an updated ordinance for Council to consider. The current ordinance only regulates lawn/tree service companies but does not regulate home/property owners. The only regulation for home/property owners is prohibiting start time before 10:00 AM on Saturday, Sunday, and holidays.

The new ordinance will include updates on:

Lawn and Tree Maintenance

- add residential, multi-family and commercial zoned areas: 8:00 AM to 6:00 PM
- lawn and tree service companies to operate 8:00 AM to 6:00 PM weekdays and 10:00 AM to 6:00 PM, weekends & holidays
- add language to allow emergency remediation of fallen trees, storm damage, etc.

Little League and Pool

- Add to proposed Section 10-15 (6) "Exceptions"  
Sound generated at a scheduled stadium event, little league activities and the public swimming pool

Staff proposed to add language regarding emergency situations to allow residents to clear debris such as large limbs after a storm. Additionally, staff can make one-time exceptions for extended work hours on large projects such as concrete pour, etc. for both residential and commercial districts.

Police Chief Pruitt noted if approved, the ordinance would be published twice in the *San Antonio Express-News* and posted on the COAH website. Staff would ensure to communicate with residents and companies on the adopted changes.

After some discussion, Councilmember Jessee moved to approve Ordinance No. 2241 with changes for hours of operation for lawn/tree service companies from 10:00 AM to 4:00 PM on weekends/holidays (COAH adopted calendar) excluding Sundays and property/homeowners from 7:30 AM to 8:30 PM any day of the week. The motion was seconded by Councilmember Bonner and passed by a 4-0 vote.

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Closed Session

*Item # 9* Mayor Rosenthal read the following caption.

**Executive Session as authorized by the Texas Government Code Section 551.071 (consultation with attorney) to discuss permit extension and possible claim by property owner.**

The City Council of the City of Alamo Heights convened into Closed Executive Session at 6:51 p.m. and reconvened in Open Session at 7:22 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, *Section §551.071 (Consultation with Attorney)*.

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Open Session

*Item # 10* Mayor Rosenthal read the following caption.

**Discussion and possible action resulting from Executive Session.**

No action taken.


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With no further business to consider, Councilmember Bonner moved to adjourn the meeting at 7:23 p.m. The motion was seconded by Councilmember Baker and passed by unanimous vote.

**PASSED AND APPROVED THIS 24<sup>th</sup> DAY OF JULY, 2025.**

  
Elsa T. Robles, TRMC  
City Secretary



  
Albert Honigblum  
Mayor