

CITY OF ALAMO HEIGHTS
CITY COUNCIL
September 22, 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, September 22, 2025. 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 Karl P. Baker
Councilmember Blake M. Bonner
Councilmember Lynda Billa Burke

Also attending were:

City Manager Buddy Kuhn
City Attorney Frank J. Garza
Assistant City Manager Phillip Laney
Assistant to City Manager Jennifer Reyna
City Secretary Elsa T. Robles
Finance Director Kristine Horton
Police Chief Rick Pruitt
Fire Chief Allen Ottmers
Public Works Director Frank Orta
Community Development Services Senior Planner Tyler Brewer

Not attending:

Deputy Police Chief Cindy Pruitt
Community Development Services Director Lety Hernandez

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Mayor Albert Honigblum opened the meeting at 5:31 p.m.

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Item # 1 Approval of Minutes

Mayor Honigblum asked the City Council for a motion on the September 08, 2025 City Council meeting minutes. Councilmember Lynda Billa Burke moved to approve the minutes with as presented. The motion was seconded by Councilmember Blake M. Bonner and passed by a unanimous vote.

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Item # 2 Announcements

Mayor Honigblum read the following captions.

a. 14th Annual National Night Out, October 7th

Assistant to City Manager Jennifer Reyna announced the City's 14th Annual National Night Out is scheduled for Tuesday, October 7, 2025 from 5:30 p.m. to 7:30 p.m. It will be held in the rear parking lot of City Hall. She invited residents and their families to join the City for some food & fun. Ms. Reyna stated COAH first responders and Public Safety department will have their vehicles on display for everyone to explore. There will be other activities for the children such as face painting and balloon animals. She thanked several sponsors for their in-kind donations and services.

Mayor Honigblum thanked Ms. Reyna and staff for putting together this annual event for the city and its residents.

b. Annual Howdy Night Parade, October 15th

Assistant City Manager Phillip Laney announced the Annual Howdy Night Parade is scheduled for Wednesday, October 15th from 4:30 – 5:00 p.m. Set-up will begin at 3:30 p.m. The event will start at 103 Alamo Heights Blvd near the Bark Park and end at the AH High School, 6900 Broadway St.

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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.

RESOLUTION NO. 2025R - 219

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF ALAMO HEIGHTS, TEXAS, AUTHORIZING APPROVAL FOR THE CITY MANAGER TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICES CONTRACT WITH GRACE & MCEWAN CONSULTING, LLC FOR CONSULTANT SERVICES; AND SETTING AN EFFECTIVE DATE.

Mr. Laney stated the resolution for consideration authorizes the City Manager to renew and execute an agreement with Grace & McEwan Consulting, LLC, for consultant services for a one-year term, with renewal options if mutually agreed to by both parties. They have been assisting the City with the Broadway development project for a number of years and help analyze and execute strategies to move forward with the project.

Mr. Laney noted City Council had approved the contract for consulting services for the past two years. Grace & McEwan Consulting was instrumental in acquiring \$10.9M in grant funding for the Broadway project. He stated Chapter 252.021 of the Texas Local Government Code permits the City Manager to enter into contracts without competitive bidding or proposals for contract less than \$50,000. Chapter 252.022 of the Texas Local Government Code permits the City Manager to do competitive bidding or proposals not required for contracted personal, professional or planning services; therefore, staff did not go out for bids on consulting services.

City Manager Buddy Kuhn commented the Legislature had recently passed a law to raise the threshold from \$50,000 to \$100,000 for contracts without competitive bidding or proposals for contract.

Mr. Laney stated Grace & McEwan were able to formulate a strategy to advance the Broadway project, advocate to TxDOT for project continuation, and advocate for the city's position on the design that is currently being finalized. He reiterated the contract term is for one-year term with a renewal option, if mutually agreed to by all parties. The expiration date for the one-year term is September 30, 2026. Mr. Laney noted there is a cancellation option available, 30 days by either party with or without cause. The monthly fee for this service is \$7,500 or \$90,000 annually, which is currently budgeted in the city budget for the upcoming fiscal year starting October 1, 2025. Additionally, the City reimburses any direct costs or expenses the contractor incurs while acting on behalf of the City.

Councilmember Bonner asked what services the City expected to receive from the consultants in the next year. Mr. Laney stated they have been beneficial in helping the City negotiate best-case scenario terms and conditions for the design elements that have been applied. In the upcoming months, they will help bridge the funding gap between the City and TxDOT for stormwater.

Council discussed the \$62M committed funds from Texas Transportation Commission Chair Bruce Bugg who had recently passed away. City Manager Buddy Kuhn commented it was important to continue the relationship with Grace & McEwan who were key in trying to secure those funds.

Councilmember Bonner stated he was on board with renewing the contract as long as the 30-day cancellation option is in place. Mr. Kuhn agreed and noted this has been part of the agreement from the beginning.

Councilmember Baker shared concerns with paying a monthly fee and not utilizing their services for several months at a time. He suggested a different contract structure or hourly based structure that would be more in keeping with the actual services they provide instead of paying them every month.

Mr. Kuhn stated he could not quantify everything Grace & McEwan do for the City because many of their services go unseen. They have direct contract with the Governor and lobby key officials. He shared they not only lobbied for the Broadway project but had also lobbied against the proposed reduction from 3.5% to 1% for the voter approval rate calculation.

After some discussion, Councilmember Bonner moved to approve Resolution No. 2025R – 216 as presented. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

Item # 5 Mayor Honigblum read the following caption.

ORDINANCE NO. 2247

AN ORDINANCE AMENDING THE ADOPTED GENERAL FUND OPERATING BUDGET FISCAL YEAR 2025 FOR TRANSFERS OUT TO THE CAPITAL PROJECTS FUND AND THE SOLID WASTE DEPARTMENT FOR A TOTAL UP TO \$87,000 AND SET AN EFFECTIVE DATE.

Finance Director Kristine Horton stated she was presenting an annual amendment done at the end of the fiscal year to allocate leftover general funds. She noted the adopted budget FY2024-25 revenues over expenditures were projected to be at \$315,000; however, the projections are actually over \$1,091,000, a \$776,000 increase compared to the adopted budget.

Staff is proposing to appropriate \$87,000 to help fund some projects; \$55,000 for the Capital Projects Fund for the Alamo Heights Pool light pole replacement, and \$32,000 for the additional cost of garbage carts in the General Fund under solid waste.

Ms. Horton stated the proposed budget amendment is aligned with the financial policies and is consistent with the Strategic Action Plan. The budget amendment is between funds that require Council approval and was reviewed by the City Attorney and City Manager.

Mr. Kuhn explained staff had provided projected expenditures for the purchase of city garbage carts in the amount of \$150,000; however, staff had not accounted for commercial and other customers that may require or request more than one garbage cart. He stated the \$32,000 budget transfer would cover the difference. He continued to explain the \$55,000 budget transfer would cover the cost of replacing outdated, cracked cast iron light poles at the swimming pool.

Councilmember Jessee suggested staff match the new light poles to the cost-effective poles being used in the pool park project. He also suggested they be shorter in height than the current poles which are too high. Mayor Honigblum concurred and requested staff to coordinate with Councilmember Jessee on this initiative.

Councilmember Billa Burke moved to approve Ordinance No. 2247 as presented. The motion was seconded by Mayor Pro Tem Jacobson and passed by unanimous vote.

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Mayor Honigblum requested to discuss and consider Item # 7 before Item # 6.

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Item # 7 Mayor Honigblum read the following caption.

RESOLUTION NO. 2025R - 220

A RESOLUTION OF THE CITY OF ALAMO HEIGHTS CITY COUNCIL ACCEPTING AN UPDATED WGI ENGINEERING FIRM PROPOSAL TO COMPLETE UPDATED DESIGN IMPROVEMENTS AT BROADWAY AND OGDEN LANE TO INCLUDE CIVIL AND LANDSCAPE SERVICES, FINAL DESIGN DOCUMENTS, CONSTRUCTION DOCUMENTS, BIDDING THE PROJECT, AND CONSTRUCTION ADMINISTRATION FOR AN APPROVED AMOUNT SET BY THE CITY COUNCIL; AND SETTING AN EFFECTIVE DATE.

Mr. Laney stated this was a revised agreement for professional services with WGI. He added WGI Engineer Jeremy Doege would be providing an update on the Broadway and Ogden project.

Mr. Laney stated city staff requests Council's consideration of the revised agreement with WGI for the updated scope of engineering services. WGI together with TBG supports engineering and design of the project at Broadway and Ogden. The proposed revised agreement includes all phases through construction completion.

Mr. Laney provided background information and stated TBG led Council workshops in August & October of 2023, and June & July 2024 on potential beautification projects, including improvements in Alamo Heights Pool area and to the intersection at Broadway and Ogden. Council approved the agreement in March 2025 for design & engineering of Broadway and Ogden improvements.

The revised agreement addresses subsequent design changes to reduce projected construction costs. The new design focuses on a more realigned intersection which is pedestrian-focused with a mid-block crossing, pavements & lighting, wider sidewalk zones, and patio & plaza space. It includes landscape planting zones, along with some stormwater elements, to help address drainage in that area.

Mr. Jeremy Doege stated they were excited to keep moving forward with this project. He noted many of the design features and hardscapes had not been decided on back in March in the initial agreement. However, in recent meetings with staff, the design was simplified a bit to work with the natural features of the location to try to keep the shade area.

Mr. Doege reviewed the redesigned site plan addressing drainage in the area. The new design will incorporate a more natural look/flow that will function with safety and all the original design improvements. They propose to use a natural looking landscaping along a proposed swale and bridge.

Mr. Doege assured City Council that they are applying the same principles as before regarding safety and natural beauty to maintain the area as a community hub or entrance/gateway to the park. He noted they had updated some of the plans but were probably going to be able to reduce the cost about 10% with simplification and make it more beautiful at a cheaper cost. He shared the goal was to construct the project when school is out. They hope to have the design completed no later than February 2026, bid for a contractor and start the project by the end of May 2026.

Council discussed pre-purchasing poles, traffic lights, mast arms, etc. to have them ready to install. Mr. Kuhn stated staff would research and perhaps go through BuyBoard for competitive pricing. Mr. Doege agreed and stated he too would look into pre-purchasing needed equipment.

After a brief discussion, Mr. Laney continued the presentation and stated the item had been coordinated with the City Attorney and City Manager. He broke down the revised agreement noting it included the cost for civil, landscape and other professional services totaling \$239,400, an increase of \$39,400 from the proposed March 2025 agreement of \$200,000. He reiterated the revised agreement included all associated costs through construction completion. He stated future Council action is required to authorize construction contract(s) after final design, bidding etc. and funds are available in Comprehensive Plan Fund.

Mayor Pro Tem Jacobson moved to approve Resolution No. 2025R – 220 as presented. The motion was seconded by Councilmember Bonner and passed by unanimous vote.

Item # 6 Mayor Honigblum read the following caption.

Consider a request by Dr. Erlinda Lopez Rodriguez and Dr. Shaylon Rettig, representing the San Antonio Pediatric Society/Unified in Wellness, to hold a first time “Special Event” (7th Annual San Antonio Pediatric 5K Fun Run) on October 25, 2025.

Mayor Honigblum announced Mayor Pro Tem Jacobson had recused himself due to a potential conflict with this item since his wife, Dr. Leah Jacobson is on the board requesting this special event.

Mr. Laney stated he was presenting an application on behalf of Dr. Erlinda Lopez Rodriguez and Dr. Shaylon Rettig, representing the San Antonio Pediatric Society/Unified in Wellness, for a Special Event permit to be able to hold a 5K in the city on October 25th from 6:00 a.m. to 11:00 a.m. He noted the route would be in the southwest portion of the city incorporating portions of the Cottage District, Cambridge Oval, and the loop neighborhoods. The 5K would begin and end at the Alamo Heights Pool.

Mr. Laney commented City Code of Ordinances Section 16-150: Special events sponsored by non-Alamo Heights-based organizations using city right-of-way are not allowed unless approved by City Council. The 5K would be an annual event that would include blocked and closed streets. The organizer is allowed to distribute prepackaged food or beverages and are limited on the use of amplified sound. The event must be reviewed and approved by City Departments and the AH Pool.

Councilmember Jessee moved to approve the request from Dr. Erlinda Lopez Rodriguez and Dr. Shaylon Rettig, representing the San Antonio Pediatric Society/Unified in Wellness, for a Special Event permit to be able to hold a 5K on October 25, 2025. The motion was seconded by Councilmember Billa Burke and passed by 4-0-1 vote with Councilmember Jacobson not voting.

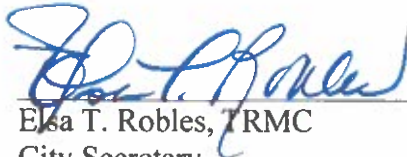
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With no further business to consider, Councilmember Bonner moved to adjourn the meeting at 6:20 p.m. The motion was seconded by Councilmember Billa Burke and passed by unanimous vote.

PASSED AND APPROVED THIS 14th DAY OF OCTOBER, 2025.


Elsa T. Robles, TRMC
City Secretary




Albert Honigblum
Mayor