

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
October 24, 2022

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, October 24, 2022. A teleconference was held via Zoom; staff and meeting attendees were welcomed in the Council Chamber.

Composing a quorum were:  
Mayor Bobby Rosenthal  
Mayor Pro Tem Lawson Jessee  
Councilmember Wes Sharples  
Councilmember Blake M. Bonner  
Councilmember Lynda Billa Burke  
Councilmember John Savage

Also attending were:  
City Manager Buddy Kuhn  
City Attorney Richard Lindner  
City Secretary Elsa T. Robles  
Director of Finance Robert Galindo  
Community Development Services Director Lety Hernandez  
Police Chief Rick Pruitt  
Deputy Police Chief Cindy Pruitt  
Deputy Fire Chief John Massey

Absent:  
Assistant City Manager Phil Laney  
Assistant to City Manager Jennifer Reyna  
Fire Chief Michael Gdovin  
Human Resources Manager Brenda Jimenez  
Public Works Director Pat Sullivan

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Mayor Bobby Rosenthal announced staff was experiencing technical difficulties with the Zoom Room video conferencing, but the meeting would continue as scheduled. He opened the meeting at 5:31 p.m.

\* \* \*

*Item # 1      Approval of Minutes*

Mayor Rosenthal asked City Council for a motion on the September 26, 2022 City Council Meeting minutes. Mayor Pro Tem Lawson Jessee moved to approve the minutes as presented. The motion was seconded by Councilmember Lynda Billa Burke and passed by 5-0 vote.

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*Item # 2      Announcements*

Mayor Rosenthal read the following caption.

**a. National Prescription Drug Take Back Day, October 29, 2022**

Police Chief Rick Pruitt announced that any expired, unused, and unwanted prescription drugs will be taken on Saturday, October 29, 2022 at City Hall beginning at 10:00 a.m. – 2:00 p.m. on a drive-thru basis. Due to the risk of injury to handlers, syringes, epi-pens or other injectable devices are not accepted. He stated the event will also be promoted via email and all City social media sites.

**b. 44th Annual AH Chamber of Commerce Holiday Parade, Nov. 19, 2022**

Police Chief Pruitt stated the annual holiday parade is scheduled for Saturday, November 19th. Set-up is at 3:00 p.m. and the parade will begin at 5:30 p.m. at the Alamo Heights High School on Broadway and finishing at 7:30 p.m. at 250 Viesca Street.

**c. November 8th General Election Voter Center**

City Secretary Elsa T. Robles advised the City of Alamo Heights will be a polling site for the November 8<sup>th</sup> General Election from 7:00 a.m. to 7:00 p.m. The City does not have any city-related items on the ballot, but wanted to let the public know they could come and vote on election day in the City Council Chamber.

**d. Cancellation of November 28, 2022 and December 26, 2022 Council Meetings due to holidays**

Ms. Robles provided a friendly reminder the Council meetings for November 28, 2022 and December 26, 2022 are cancelled due to the upcoming holidays. Any special called meetings will be scheduled as needed.

\* \* \*

*Item # 3      Citizens to be heard*

No comments made.

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*Items for Individual Consideration*

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

**RESOLUTION NO. 2022R - 157**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE PROFESSIONAL MASTER SERVICES AGREEMENT WITH WGI, INC. FOR THE AUSTIN HIGHWAY/LOWER BROADWAY IMPROVEMENT PROJECT AND ISSUE WORK AUTHORIZATION NO. 2 THEREUNDER**

City Manager Buddy Kuhn stated on April 12, 2021, Council authorized staff to select WGI for engineering services for the Lower Broadway project. WGI worked on the project until TxDOT stopped all efforts in September of 2021. After a year of suspension, on August 29, 2022, TxDOT restarted the project. Staff is now asking WGI to review Phase 2 operations for project management and support. He noted Council initially approved Work Authorization #1 in the amount not to exceed \$85,000.

Mr. Kuhn advised, with TxDOT resuming the project in August 2022, the parameters have changed. The road will remain at six lanes with TxDOT taking ownership and management. The project timeline is unknown, but TxDOT is trying to make up for lost time and get the project to some design level by late next year. He stated TxDOT seem to be willing to work with incorporating design elements that were in the original project.

Work Authorization #2 (WA #2) continues WGI's contribution to engineering design & project management services. It supports in all aspects of the project. Project funding services have been planned through the end of current fiscal year, September 30, 2023, with an option to extend services past this date. WA #2 will be for roadway/coordination design and to work with Overland Partners and move the project forward. It does not include wastewater and waterline rehabilitation. Any funding that is approved from that by Council would come out of the Utility Fund.

Mr. Kuhn stated the project will be spread out over several years and a Strategic Action Plan (SAP) item annually. Fees will likely be paid out at different amounts dependent on workload with some years higher and some lower. Early phase fees will likely be higher due to extensive design work and coordination with all other utility engineers and project engineer of record. The proposed amendment to the agreement with WGI provides protection should the project pause again in the future. The City can terminate the agreement immediately if future actions or inactions by other governmental entities occur and the City can suspend the contract immediately for any reason. He added WGI was gracious enough to agree with this added language as recommended by the City Attorney.

Mr. Kuhn reviewed the project features which include: 6 lanes - widened to 11', ADA improvements, sidewalk/shared use path & bike accommodations, drainage & stormwater quality improvements, access management, mill/overlay of roadway, and utility burial. The City will also improve aging water & sewer infrastructure concurrently.

In reference to policy analysis, this is consistent with City practices to negotiate fees for professional services and consistent with City's interest to have professional expertise to articulate & incorporate City priorities in project. The City Attorney has reviewed and approved the documents.

Work Authorization #2 authorizes payment in amount not to exceed \$120,000.00 for design & project management services for Lower Broadway project projected through Sept. 30, 2023. The funds are budgeted in FY 2023 Budget as approved by City Council. Any additional work authorizations will be forthcoming for other phases of the project.

Mayor Pro Tem Lawson Jessee moved to approve Resolution No. 2022R-157 as presented. The motion was seconded by Councilmember Lynda Billa Burke and passed by unanimous vote.

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Staff Reports

Item # 5 Mayor Rosenthal read the following caption.

**Notice of Intent to construct a new commercial use building on the property located at 516 Circle St.**

Mayor Rosenthal announced the requestor withdrew the item from the agenda prior to the meeting and would not be heard.

Item # 6 Mayor Rosenthal read the following caption.

**Recap of Centennial Celebration**

Mr. Kuhn stated he was not able to share the presentation with Council due to technical issues, but wanted to give Council a recap of the Centennial Celebration event on Oct. 8th and added he would bring back this item at the next Council meeting.

Mr. Kuhn reported it was a phenomenal, well attended event with an estimated 3,800 – 4,200 people attending. The cost of the celebration was offset by \$91,000 in sponsored funds. There were a lot of moving parts in planning and executing the event. At the end of the day everyone was tired, but had a good time. He shared The Golden Knights were outstanding. Staff got some good photos and video. The fireworks and laser shows were a hit. Other events taking place that week were: the Centennial 5K with 168 runners participating, the Argyle event with 170 people in attendance, Emergency Services night, and the Howdy Parade.

Mr. Kuhn noted there were no law enforcement incidents on Oct. 8th, other than EMS treating one person for minor heat exhaustion. The kids enjoyed all the events being on the baseball field and the parents really appreciated that.

Mayor Rosenthal stated parking went smoothly as people came and went all day. Others decided to walk there. He added staff did a phenomenal job organizing and working the event all day. The celebration felt like a community neighborhood evening with families gathering and having fun. He stated he would like to explore doing a one night event similar to this next year.

Mr. Kuhn closed by reiterating he would bring this item back at the next Council meeting and share presentation pictures.

Item # 7 Mayor Rosenthal read the following caption.

**Staff Report on My Government Online permitting software**

Director of Community Development Services Lety Hernandez reported the City is now using My Government Online (MGO) to process any new permit applications and any new license applications. This allows the City to now digitize plan reviews. Not only does City staff have access to materials in one place, but so do the customers, contractors, and applicants. They will be able to see what the City sees, review any comments staff may have, and be alerted when applications are received and processed. Additionally, since other cities and counties are using the same software, it allows contractors/inspectors to work across jurisdictions in same system.

Ms. Hernandez advised current applications the City accepts and processes in MGO are: building permits, licensing, certificates of occupancy, garage sale permits, tree trimming permits, and other building-related applications. Customers are now encouraged to apply for permits and licenses through online MGO portal. She stated there have been some instances where the applicants do not have internet access or prefer to apply in person, the software still allows staff the ability to process their application in the office. She added MGO provides the inspector access to complete a project and approved the plans. It provides real time results of reviews and/or inspections. MGO is a cost savings for the City with the elimination of the current system Incode.

Ms. Hernandez noted the program is user-friendly and guides you through the process depending on what type of application you're submitting. An applicant fills in the blanks and uploads any plans as required. She stated, in addition to the permitting software, staff is exploring a code compliance module that will allow tracking of violations.

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Closed Session

Item # 8 Mayor Rosenthal read the following caption.

**Executive Session per Section 551.071 (consultation with attorney) to discuss Broadway Infrastructure construction.**

Item # 9 Mayor Rosenthal read the following caption.

**Executive Session per Section 551.071 (consultation with attorney) to discuss Odgen sewer infrastructure construction.**

The City Council of the City of Alamo Heights convened into Executive Session at 5:55 p.m. and reconvened in Open Session at 6:25 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, *Section §551.071 (Consultation with Attorney)*.

\* \* \*

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 6:26 p.m. The motion was seconded by Councilmember Sharples and passed by unanimous vote.

**PASSED AND APPROVED THIS 14<sup>th</sup> DAY OF NOVEMBER, 2022.**



Elsa T. Robles, TRMC  
City Secretary

  
Bobby Rosenthal  
Mayor