

CITY OF ALAMO HEIGHTS
CITY COUNCIL
October 27, 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, October 27, 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
Assistant City Manager Phillip Laney
City Attorneys Frank J. Garza and Justin Nail
Assistant to City Manager Jennifer Reyna
City Secretary Elsa T. Robles
Finance Director Kristine Horton
Police Chief Rick Pruitt
Fire Chief Allen Ottmers
Deputy Police Chief Cindy Pruitt
Public Works Director Frank Orta
Community Development Services Director Lety Hernandez
Community Development Services Senior Planner Tyler Brewer

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Mayor Albert Honigblum opened the meeting at 5:35 p.m.

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Item # 1 Approval of Minutes

Mayor Honigblum asked the City Council for a motion on the October 14, 2025 City Council special meeting minutes. Councilmember Lawson Jessee moved to approve the minutes with as presented. The motion was seconded by Councilmember Blake M. Bonner and passed by a 5-0 vote.

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Item # 2 Announcements

Mayor Honigblum read the following captions.

- a. **26th Annual St. Peter's Parish Picnic, November 2nd**

Community Development Services Director Lety Hernandez announced the annual parish picnic is scheduled for November 2nd. She noted it is a private event; however, a portion of Cleveland Street will be closed. Setup will begin at 8:00 AM and the event will end at 2:30 PM.

b. November 4th Bexar County Election Voter Center

City Secretary Elsa T. Robles announced the City Hall council chamber will be a polling site for the November 4th election. She noted the city does not have any items on the ballot, but anyone in Bexar County can come and cast their vote from 7:00 AM to 7:00 PM. Ms. Robles noted early voting was underway until Friday, October 31, 2025 and nearby early voting sites are the Tobin Library and the Lions Field Adult/Senior Center.

c. Cancellation of November 24, 2025 & December 22, 2025 Council Meetings

Ms. Robles announced cancellations of the November 24, 2025, & December 22, 2025 Council meetings due to the upcoming holidays. Any special meetings will be scheduled as needed.

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Item # 3 Citizens to be Heard

Ms. Katie Allison, teenage resident, address her concerns regarding lack of water fluoridation in the city's water source.

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Consent Agenda

Item # 4 Mayor Honigblum read the following caption.

Architectural Review Board Case No. 996F, a request of Manuel Luevanos, applicant, representing Qube Property Development, LLC., owner, for the significance review of the existing main structure and compatibility review of the proposed design located at 503 Circle St in order to demolish 100% of the existing structures and construct a duplex.

Councilmember Lynda Billa Burke moved to approve ARB Case No. 996F as presented. The motion was seconded by Councilmember Bonner and passed by a 5-0 vote.

Item # 5 Mayor Honigblum read the following caption.

Architectural Review Board Case No. 999F, a request of Bobo Custom Builders, applicant, on behalf of David and Rachel Rogoff, owners, for the significance review of the existing main structure and compatibility review of the proposed design located at 216 Inslee Ave in order to demolish approximately 47.7% of the existing street façade facing north, and construct additions to the existing single-family residence.

Councilmember Lynda Billa Burke moved to approve ARB Case No. 999F as presented. The motion was seconded by Councilmember Bonner and passed by a 5-0 vote.

Item # 6 Mayor Honigblum read the following caption.

Architectural Review Board Case No. 1000F, a request of Brian Voges – Voges Design, LLC, applicant, on behalf of LADSA, LLC, owner, for the compatibility review of the proposed design located at 280 Retama Pl in order to construct a new single-family residence and detached garage.

Councilmember Lynda Billa Burke moved to approve ARB Case No. 1000F as presented. The motion was seconded by Councilmember Bonner and passed by a 5-0 vote.

Item # 7 Mayor Honigblum read the following caption.

Architectural Review Board Case No. 1001F, a request of Bardfield Properties, LP, owner, for the significance review of the existing main structure and compatibility review of the proposed design located at 727 Patterson Ave in order to demolish 100% of the existing structure and construct a new single-family residence and a detached two-story garage.

Councilmember Lynda Billa Burke moved to approve ARB Case No. 1001F as presented. The motion was seconded by Councilmember Bonner and passed by a 5-0 vote.

Item # 8 Mayor Honigblum read the following caption.

Architectural Review Board Case No. 1002F, a request of Aaron Recko, owner, for the significance review of the existing main structure and compatibility review of the proposed design located at 123 Inslee Ave in order to demolish 100% of the existing structure and construct a new single-family residence.

Councilmember Lynda Billa Burke moved to approve ARB Case No. 1002F as presented. The motion was seconded by Councilmember Bonner and passed by a 5-0 vote.

Item # 9 Mayor Honigblum read the following caption.

Architectural Review Board Case No. 1003F, a request of Aaron Recko, owner, for the significance review of the existing main structure and compatibility review of the proposed design located at 123 Inslee Ave in order to demolish 100% of the existing structure and construct a new single-family residence.

Mayor Honigblum announced this agenda item was tabled at the Architectural Review Board meeting pending additional information and was withdrawn by staff. No action or discussion taken.

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Items for Individual Consideration

Item # 10 Mayor Honigblum read the following caption.

Public Hearing – Planning and Zoning Case No. 453. A request of Donnie B. Davis, Jr., applicant, for a Specific Use Permit (SUP) to allow for the sale of frozen alcoholic drinks for off-premise consumption, whose primary product is intended for individuals twenty-one (21) years of age or older, as defined in Section 3-2 of the City’s Zoning Code under Stores Other Than Listed, at 5308 Broadway St. on property zoned Business District (B-1).

Ms. Hernandez stated this was a for a Specific Use Permit (SUP) to authorize the sale of alcoholic beverages for off-premise consumption. The Business District (B-1) property is located at 5308 Broadway St., on the southeast corner of Broadway and Grandview Pl. The applicant proposes no exterior building improvements; however, they are in the process of conducting interior improvements.

Ms. Hernandez provided stated the lease space is 624 square feet and the building itself is 12,000 square feet. The retail use will be maintained for this location and will not change parking ratios. She reviewed existing storefront photos and noted currently, the land use chart allows “beverage sale alcoholic, package store” similar to Hargroves. The land use also allows wine and beer with food for on-premise consumption. The proposed use falls in between these uses. She explained the applicant’s request for the sale of alcohol beverages for off-premise consumption would fall under the “Stores Other Than Listed” use and would require an SUP.

The Planning & Zoning Commission considered the request at their October 06, 2025 meeting and voted to recommend approval of the SUP as requested. Staff mailed public notifications to property owners within a 200-foot radius. Notices were posted on the City’s website and on the property. A legal notice was published in the *San Antonio Express-News*. Staff received no responses in support or in opposition.

Mayor Honigblum opened the public hearing at 5:45 p.m.

Mr. Donnie Davis, applicant, introduced Mr. Bernardo Baxter, CEO of SIPIT who stated he started his business six years ago and now has seventeen locations. He commented the drinks are all “on the go” and they do offer non-alcoholic beverages for kids. Mr. Baxter explained the business is not a bar and no one is allowed to sit or linger around the business. The beverages are wine based and do not contain hard liquor.

With no one else to speak, Mayor Honigblum closed the public hearing at 5:47 p.m.

Item # 11 Mayor Honigblum read the following caption.

Discussion and possible action on Planning & Zoning Case No. 453, a request of Donnie B. Davis, applicant, for a Specific Use Permit (SUP) to allow for the sale of frozen alcoholic drinks for off-premise consumption, whose primary product is intended for individuals

twenty-one (21) years of age or older, as defined in Section 3-2 of the City's Zoning Code under Stores Other Than Listed, at 5308 Broadway St. on property zoned Business District (B-1).

Councilmember Billa Burke moved to approve Planning & Zoning Case No. 453 as presented. The motion was seconded by Councilmember Bonner and passed by a 5-0 vote.

Councilmember Baker commented Council should have looked at imposing conditions as part of the SUP for hours of operation.

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Item # 12 Mayor Honigblum read the following caption.

ORDINANCE NO. 2249

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALAMO HEIGHTS, TEXAS AUTHORIZING, ESTABLISHING AND APPROVING AN ECONOMIC DEVELOPMENT POLICY; AND AUTHORIZING THE CITY MANAGER TO PROCESS REQUESTS FOR ECONOMIC DEVELOPMENT ASSISTANCE IN ACCORDANCE THEREWITH; AND ESTABLISHING AN EFFECTIVE DATE.

Assistant City Manager Phillip Laney stated staff is seeking approval to establish an Economic Development Policy. The proposed policy identifies objectives, available incentives, requirements, and review process. It also establishes the City's economic development priorities and decision-making framework for how potential projects seeking incentives are reviewed and considered.

Mr. Laney outlined and explained the sections of the proposed policy.

- Policy Purpose
 - City committed to promotion of high-quality development along commercial corridors & improving quality of life for citizens
 - Economic Development Policy established to:
 1. Enhance the Alamo Heights business district (Broadway & Austin Hwy)
 - Foster a vibrant, attractive & active commercial corridor that serves as community gather places & destination for residents & visitors
 2. Increase local economy, including property tax base & sales tax collections, without substantially increasing demand on City services or infrastructure
- Policy Objectives
 1. Attract quality-of-life projects
 - High-quality commercial developments & businesses
 - a. Generate foot traffic, community engagement and/or contribute to social & cultural fabric of community
 - b. E.g. restaurants, cafes & attractive retail establishments
 2. Attract businesses that will increase Sales Tax collections for City

3. Public realm improvements
 - Leverage private investments to substantially enhance the function & appearance of the public realm along – and adjacent to – the commercial corridors
 4. Attractive building design along commercial corridors
 5. Limiting use & duration of incentives to address demonstrated need
- Policy Incentives
 - Ch. 380 of Texas Local Government Code authorizes City to provide grants or loans for eligible businesses to accomplish goals of policy
 - Possible Ch. 380 agreements include
 - Rebate of new or increased property taxes paid on improvements to real property and/or business personal property of project
 - Rebate of new or increased sales tax received by City from project
 - Reimbursement or waiver of certain City development fees
 - Grants to accomplish Public Benefitting Improvement
 - Developer-constructed improvement to public infrastructure
 - Use of Chapter 380 Agreements
 - Use of incentives intended to achieve policy goals but also be limited in purpose
 - Only as needed to address reasonable & clearly demonstrated financial gaps in proposed development projects
 - Insufficient financial return
 - Not intended to guarantee financial returns or to mitigate business risks, economic situations, or purchase decisions regarding property
 - 1. Full analysis of project required for incentive to be considered
 - Development budgets, projected revenues & expenses & sources/uses of funds, to be compared industry standards
 - Applicant expected to provide accurate & adequate information
 - 2. Council may give preference to proposals that enhance public infrastructure along commercial corridors
 - Program Requirements
 3. To be eligible to receive incentives, project must achieve minimum requirements:
 1. Project must advance purposes & objectives of policy
 2. Applicant must satisfactorily demonstrate significant financial need
 3. Project must generate additional Sales Tax for City
 4. Incentive Cap: maximum possible incentives tied to value of new hard-cost investments made to property
 - If hard cost expenses, including tenant improvements (TI), exceed current real property values, max potential incentive could be up to 20% of such expenses. Ex. \$10 million investment equates to \$2 million max incentive
 - Actual incentives received shall be determined on prop. valuations & sales during term of agreement
 5. Grants or incentives only paid after developer satisfactorily completed project

▪ Chapter 380 Agreement Terms

- Chapter 380 agreements to include (at a minimum):
 - Complete description of real property of proposed project
 - Description of project improvements, including minimum investments, deadlines for commencement & completion of project
 - Detailed plan of improvements to public areas & infrastructure
 - Project completed to design standards approved by Council
 - Term of agreement, including provision for early termination following default
 - Specification if any incentive to be used for Public Benefitting Improvement (if applicable)
 - Tangible measures if agreement obligations met
 - Authorization to access project & records to determine compliance
 - Agreement cancellation and/or nonpayment of incentives if not in compliance
 - Recapture funds granted or value of public assets granted if not in compliance
 - Allows assignment of agreement with prior approval & sole discretion of Council
 - Provisions related to administration and oversight of agreement
 - Other provisions Council deems appropriate

▪ City Council Role

- All incentives to be considered as a package
 - Council to take into consideration how overall incentive package offered 1) achieves policy objectives & 2) is in best interest of City
- Discretion of the City Council
 - Nothing in policy implies or suggest City has any legal or equitable obligation to provide any incentive to any applicant
 - All requests or applications considered on case-by-case basis
 - Council has final approval or disapproval
- Council authorized to modify terms and conditions of any incentive agreement recommended by staff

▪ Application Review Process

Economic incentive applications considered on case-by-case basis

1. Applications reviewed by City Manager, City Staff & City Attorney, which provide recommendation to City Council
 - Review includes analysis of development budgets, projected revenues & expenses & sources/uses of project funds
2. Public notice required
3. Information provided by applicants may or may not be subject to public disclosure through Texas Public Information Act
 - Information deemed confidential not subject to public disclosure
4. Applicant granted incentives must enter into agreement with City

▪ Effects of Policy

- Adoption of Policy **does not**:

- Limit discretion of Council to decide whether to enter into specific economic development agreement
- Limit discretion of Council to delegate to staff authority to determine whether Council should consider particular application or request for incentive
- Create any property, contract, other legal right to have Council consider or grant a specific application or request for economic development incentive
- Legal compliance – projects must comply with laws, ordinances, rules/regulations
- No reduction in current revenues
- Effective term of policy is 2 years, with Council option to renew

Mr. Laney stated Chapter 380 of TX Local Government Code authorizes municipalities to offer loans/grants of city funds and services to promote state and local economic development to stimulate businesses/commercial activity. Policy establishment provides a framework for economic development incentives to be considered. He noted the action is consistent with the City's interest in promotion of high-quality development along commercial corridors and improving quality of life for citizens.

Staff coordinated with Councilmember Baker, Mayor Pro Tem Jacobson, Mayor Honigblum, the City Attorney, and City Manager on this item.

In closing, Mr. Laney noted action may result in future consideration of projects seeking economic development incentives through Chapter 380 agreements. If approved by future Councils, incentives may reduce amount of revenue increment collected and/or result in direct or indirect expenditures.

Mayor Honigblum thanked Council and staff for working on this initiative and asked Council if they had any discussion. City Councilmembers discussed the proposed incentive cap of 20% tied to the value of any new hard-cost investments made to property by the applicant.

Councilmember Baker shared concerns with Council's ability to vary from the policy after adoption. He emphasized, as discussed, interested parties would be looked at on a case-by-case basis and there was no guarantee of any incentive, let alone 20%.

City Attorney Frank J. Garza clarified, under D2 in the policy, the discretion of the Council states "nothing in this policy shall imply or suggest that cities under any legal or equitable obligation provide any incentive whatsoever to any applicant". All requests or applications for economic development shall be considered on a case-by-case basis.

Mayor Pro Tem Jacobson noted there is a requirement in the proposed policy stating after adoption, the City Council must discuss and consider this policy within two years.

With no further discussion, Councilmember Bonner moved to approved Ordinance No. 2249 as presented. The motion was seconded by Councilmember Billa Burke and passed by a 5-0 vote.

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Staff Reports

Item # 13 Mayor Honigblum read the following caption.

Staff report on the 2026 Street Maintenance Program

Public Works Director Frank Orta reported on the 2026 Street Maintenance Program. He stated City Council had budgeted \$1.2 million for street and sidewalk improvements for the 2026 SMP. Staff entered into an agreement with Mendez Engineering for engineering design and project management services. He noted the proposed road rehabilitation consisting of 9 project areas (5 streets and 4 alleys).

Streets:

- Claywell Dr. – Broadway to New Braunfels Ave.
- E. Oakview Pl. – Broadway to New Braunfels Ave.
- E. Edgewood Pl. – Broadway to New Braunfels Ave.
- E. Elmview Pl. – Broadway to New Braunfels Ave.
- *Add Alternate: Vanderhoeven Dr. – Claywell Dr. to 50' South of E. Elmview Pl.

Alleys:

- Between Blue Bonnet Blvd. and Redwood St. – Henderson St. to New Braunfels Ave.
- Between Harrigan Ct. and Katherine Ct. – Broadway to New Braunfels Ave.
- Between Katherine Ct. and Burr Rd. – Broadway to New Braunfels Ave.
- *Add Alternate: Between Albany St. and Montclair St. – Broadway to Ashcroft Ave.

Mr. Orta reviewed the project timeline and explained the plans, specifications, and estimates are projected to be completed by Mendez Engineering by end of December 2025. Staff plans to advertise the project in January 2026 with requests for bids opening in February 2026. The project contract will be awarded in March 2026. Staff estimates a three-month construction duration which will take place during the summer months to avoid disruption to local schools.

City Council briefly discussed the project plans and timing with other proposed developments in the area. Mr. Orta shared staff planned to coordinate as best as possible with contractors and noted projects. He added staff would focus heavily on notifying affected residents of the upcoming SMP.

Item # 14 Mayor Honigblum read the following caption.

Staff report on the new Solid Waste bin public awareness campaign and transition

Mr. Orta brief City Council on the new solid waste bin campaign. He commented Council directed Public Works (PW) to develop a transition plan to standardize solid waste bins in the City. During the FY 2026 budget adoption, Council approved funds to purchase new solid waste bins that would mirror the 96-gallon recycling bins already provided by COAH. Mr. Orta shared staff had launched a public awareness campaign in October 2025 and seek to implement/transition into the new trash bins during November & December 2025.

Mr. Orta stated the standardization of the 96-gallon waste bins will allow PW equipment to be utilized more effectively. Staff will be able to provide routine maintenance to aging bins and the new bins will limit injury risk to employees and workers' compensation claims. The new

bins will be able to be easily recognized, maintained, and recovered when lost. The Solid Waste department will adopt a modern policy practiced by most major municipalities.

Mr. Orta reiterated the City launched a public awareness campaign in partnership with CE Group who helped develop a robust messaging campaign. COAH residents and business owners will be notified utilizing several messaging platforms which include the Public Works website, the COAH website, city newsletter, and all COAH social media platforms. In addition, public service announcement tags with transition instructions and general information will be placed on all new trash bins and frequently asked questions (FAQs) and contact information will be attached to all publications and posts.

The awareness campaign will be on going throughout transition beginning on October 22nd – December 30th. Important dates to note are:

- Nov. 10 – Dec. 30: Your bin will be delivered to you free of charge
- Dec. 30 – Feb. 6, 2026: Grace period (use old or new bins). Your new bin will come with stickers to mark old bins for disposal.
- Feb. 7, 2026: Only new bins will be serviced.
- Delivery Window: (West Broadway) Nov. 10th – Dec. 8th & (East Broadway) Dec. 8th – Dec. 30th

Mr. Orta stated residents can call 210-822-3331 and select option 2, or email publicworks@alamoheightstx.gov for any questions or concerns. He stated he addressed questions from residents regarding recycle bins and noted they would still be able to use them. After the transition period, staff will contact remaining residents that are still using their old trash bins/cans to ensure compliance. Mr. Orta informed Council that staff would conduct an audit of utility accounts to ensure occupied residences receive a trash bin and vacant residences do not.

In closing Council discussed bulky item pick up. Mr. Orta stated the sanitation department will pick up mostly everything as long as it is not a large number of items. City Manager Buddy Kuhn agreed and added residents should not be “cleaning their garages” each week and putting out their bulky items.

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Closed Session

Item # 15 Mayor Honigblum read the following caption.

Executive Session as authorized by the Texas Government Code Section 551.071 (consultation with attorney) regarding status of Neighborhood Preservation League of Alamo Heights vs City of Alamo Heights et al.

The City Council of the City of Alamo Heights convened into Closed Executive Session at 6:37 p.m. and reconvened in Open Session at 7:40 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 # 16 Mayor Honigblum 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 7:41 p.m. The motion was seconded by Councilmember Jessee and passed by 5-0 vote.

PASSED AND APPROVED THIS 10th DAY OF NOVEMBER, 2025.


Elsa T. Robles, TRMC
City Secretary




Albert Honigblum
Mayor