

CITY OF ALAMO HEIGHTS  
CITY COUNCIL  
October 28, 2024

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 28, 2024. 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 Lynda Billa Burke  
Councilmember Lawson Jessee  
Councilmember Karl P. Baker  
Councilmember Blake M. Bonner

Also attending were:  
City Manager Buddy Kuhn  
Assistant City Manager Phillip Laney  
City Attorney Jessie Lopez  
Assistant to City Manager Jennifer Reyna  
City Secretary Elsa T. Robles  
Director of Finance Robert Galindo  
Police Chief Rick Pruitt  
Fire Chief Michael Gdovin  
Public Works Director Frank Orta  
Deputy Police Chief Cindy Pruitt

Not attending:  
Councilmember Trey Jacobson  
Community Development Services Director Lety Hernandez

\* \* \*

Mayor Bobby Rosenthal opened the meeting at 5:31 p.m.

\* \* \*

*Item # 1      Approval of Minutes*

Mayor Rosenthal asked the City Council for a motion on the October 14, 2024 City Council Meeting minutes. Councilmember Lawson Jessee moved to approve the minutes as presented. The motion was seconded by Mayor Pro Tem Lynda Billa Burke and passed by unanimous vote.

Mayor Rosenthal asked the City Council for a motion on the October 21, 2024 Special City Council Meeting minutes. Mayor Pro Tem Billa Burke moved to approve the minutes as presented. The motion was seconded by Councilmember Jessee and passed by unanimous vote.

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*Item # 2      Announcements*

Mayor Rosenthal read the following captions.

**a. Proclamation Recognizing National First Responders Day, October 28, 2024**

Director of Public Works Frank Orta announced it was National First Responders Day. He stated while Police, Fire, and EMS are often the three most recognized first responders, Public Works is also often silently present providing vital support to emergency response partners helping protect essential services and restoring those services following an emergency situation. In 2003, President George W. Bush issued Presidential Policy Directive 8 (PPD-8) officially recognizing public works as first responders. In 2019, the US Senate passed Senate Concurrent Resolution 15 (S.Con.Res.15), “Expressing support for the designation of October 28, as Honoring the Nation’s First Responders Day.” Public works is specifically included.

**b. November 5th Bexar County General, Special, Charter and United States Presidential Election Voter Center**

City Secretary Elsa T. Robles announced the City Hall council chamber will be a polling site for the November 5th 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.

**c. Cancellation of November 11, 2024, November 25, 2024, & December 23, 2024 Council Meetings. Special Council Meeting November 12, 2024 due to Veterans Day Holiday**

Ms. Robles announced cancellations of the November 11, 2024, November 25, 2024, & December 23, 2024 Council meetings due to the upcoming holidays. She also announced there will be a special meeting held on November 12, 2024. Other special meetings will be scheduled as needed.

**d. 46th Annual AH Chamber of Commerce Holiday Parade, November 23, 2024**

Assistant City Manager Phillip Laney announced the 46<sup>th</sup> Annual AH Chamber of Commerce holiday parade will be held Saturday, November 23<sup>rd</sup>. Set-up will begin at 3:30 p.m. and the parade will begin at 5:30 p.m. at the Alamo Heights High School on Broadway, finishing at 7:00 p.m.

**e. 5th Annual AH Chamber of Commerce Fun Run, November 23, 2024**

Mr. Laney announced the 5<sup>th</sup> Annual AH Chamber of Commerce Fun Run will take place November 23<sup>rd</sup> simultaneously with the holiday parade. Set-up will begin at 3:30 p.m. and the parade will begin at 5:30 p.m. at Tuxedo Ave/AH Blvd, finishing at 7:00 p.m.

\* \* \*

*Item # 3      Citizens to be Heard*

No comments made.

\* \* \*

**\*\*\*Councilmember Karl P. Baker arrived at 5:37 p.m. and voted for the remainder of the items.\*\*\***

\* \* \*

Items for Individual Consideration

Item # 4 Mayor Rosenthal read the following caption.

**Architectural Review Board Case No. 953F, a request of Tobin Smith, applicant, representing Easton McNab, owner, for the compatibility review of the proposed design located at 215 Argyle Ave in order to construct a new two-story single-family residence structure.**

Mr. Laney stated the Single-Family A property is located on the north side between Patterson Ave. and Morton Ave. The applicant requests approval for a compatibility review in order to construct a new two-story single-family residence structure.

Mr. Laney shared there was a previous structure on the property that has gone through the demolition review process. He presented the proposed site plan, roof plan, elevations, and streetscape. The elevation overall height is 32 feet with stone, brick, and stucco siding and flat/parapet/TPO roof. He noted the project is required to complete the plan review process to ensure compliance with current regulations. The proposed floor air ratio is 0.44, which is within the limits and total lot coverage.

The Architectural Review Board (ARB) considered the request at their October 15, 2024, meeting and voted unanimously to recommend approval of the design as compatible.

Mr. Laney 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 six responses in support and none in opposition.

Mayor Pro Tem Billa Burke moved to approve ARB Case No. 953F. The motion was seconded by Councilmember Jessee and passed by unanimous vote.

Item # 5 Mayor Rosenthal read the following caption.

**Architectural Review Board Case No. 949F, a request of the San Antonio Country Club, owner, for the significance review of an existing main structure located at 151 Burr Rd in order to demolish 100% of the existing single-family residence building.**

Mr. Laney stated the Multi-Family (MF-D) property is located on the north side of Burr between Broadway and N New Braunfels. The applicant requests approval of significance review of the existing main structure to demolish 100% of the existing single-family residence building.

Mr. Laney provided background information and reviewed existing conditions of the duplex structure. He stated a replacement structure is not proposed at this time. Future expansion of the existing parking lot to the west would be subject to Compatibility Review by the ARB and City Council. A review date unknown.

The Planning & Zoning Commission (P&Z) heard request on October 7, 2024 to rezone property in conjunction with proposed expansion of existing parking lot. They recommended approval of the zone change from Multi-Family (MF-D) to Parking (P).

The ARB considered the request at their October 15, 2024 meeting and voted to declare the existing structure as not significant and recommended approval of the demolition as requested.

Mr. Laney 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 eight responses in support and none in opposition.

Councilmember Bonner moved to approve ARB Case No. 949F. The motion was seconded by Mayor Pro Tem Billa Burke and passed by unanimous vote.

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

**Public Hearing – Planning and Zoning Case No. 433. A request of Rene Ruiz, applicant, representing The San Antonio Country Club, Owner, to rezone the properties identified below from Multi-Family District (MF-D) to Parking (P).**

- CB 5600, BLK 3, LOT 30 also known as 137 Burr Rd (P&Z Case No. 439)
- CB 5600, BLK 3, LOT 31 also known as 141 Burr Rd (P&Z Case No. 440)
- CB 5600, BLK 3, LOT 32 also known as 149 Burr Rd (P&Z Case No. 441)
- CB 5600, BLK 3, LOT 33 also known as 151 Burr Rd (P&Z Case No. 442)

Mr. Laney stated the property owner requests to rezone the identified properties from Multi-Family District (MF-D) to Parking (P). The properties are located at 137, 141, 149, and 151 Burr Rd on the north side, west of N. New Braunfels. The total area coverage is 30,000sq ft., each lot is 7,500sq ft. The proposed use is an employee parking for the San Antonio Country Club (SACC).

Mr. Laney reviewed the site plan and added SACC, working with the City of San Antonio (COSA), proposes to install intersection improvements as part of the parking enhancements for this area. SACC employee street parking will be eliminated on Burr Rd., a diagonal crosswalk will be established leading to the parking lot, a dedicated turning lane will be added along with pedestrian signals.

The proposed zone change is in keeping with the adjoining property on the east side that is zoned Parking (P) and is currently used for that purpose. Any future improvements would be subject to a final review by the ARB and approval by City Council. The intersection safety improvements will be at SACC's expense in coordinated with COSA.

The P&Z considered the requests at their October 07, 2024, meeting and voted to recommend approval of the four (4) rezones as presented subject to ARB approval of the requested demolition of the residential structure located at 151 Burr Rd (Case #442) and issuance of a building permit including consideration of drainage, landscaping, lighting, and all other zoning requirements.

Mr. Laney noted each lot, and address would be rezoned individually from Multi-Family District (MF-D) to Parking (P). A separate public hearing and action is required for each case.

Public notifications were mailed to property owners within the 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 seven responses in support for each case and none in opposition.

Mayor Rosenthal opened the public hearing at 5:49 p.m. With no one to speak on the item, he closed the public hearing at 5:50 p.m.

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

**Discussion and possible action on the request of Rene Ruiz, applicant, representing The San Antonio Country Club, Owner, to rezone the properties identified below from Multi-Family District (MF-D) to Parking (P).**

- CB 5600, BLK 3, LOT 30 also known as 137 Burr Rd (P&Z Case No. 439)
- CB 5600, BLK 3, LOT 31 also known as 141 Burr Rd (P&Z Case No. 440)
- CB 5600, BLK 3, LOT 32 also known as 149 Burr Rd (P&Z Case No. 441)
- CB 5600, BLK 3, LOT 33 also known as 151 Burr Rd (P&Z Case No. 442)

Mayor Rosenthal asked if Council had any comments or questions on this case.

Councilmember Jessee noted changing from Multi-Family District (MF-D) to Parking (P) is not always right, but in this case, it will help the city of Terrell Hills tremendously with Burr Rd. parking concerns. He requested the applicant be required to plant some shade trees in the parking lot to avoid having a massive asphalt parking lot and help reduce heat.

Mr. Wendell Hall, President of the Board of Governors for SACC agreed and stated he wanted numerous trees down the center of the parking lot. He noted there are currently trees near the alley and Burr Rd. Additionally, he stated there was a heritage live oak tree and a pecan tree that will remain. Mr. Hall stated there are also hackberry trees that work as a visual barrier on the property line next to Mission Road Ministries. He noted COSA had pre-approved the parking lot project through Pape Dawson Engineers and spoke about the proposed safety improvements. He shared eight people had been hit by cars at the intersection at N. New Braunfels.

Mayor Rosenthal suggested they install a fence along the Katherine Court side since many of the residents use the alley.

Mr. Hall agreed and stated he had spoken to every neighbor about the alley and drainage issues. The entrance and exit will be at N. New Braunfels. He added they intend to use the same fence that is there now along the side of the property and use drought tolerant planting and trees interspersed for shade. He explained the parking lots will be joined together to make one and no

additional expansions of the parking lot are possible because they are landlocked. He estimated a total of 145 parking spaces.

After a brief discussion, the City Attorney advised four separate motions were needed to address each of the four properties.

Councilmember Jessee moved to approve Planning and Zoning Case No. 439 contingent upon planting shade trees in the median and installing the perimeter fence as currently designed. The motion was seconded by Councilmember Bonner and passed by unanimous vote.

Councilmember Jessee moved to approve Planning and Zoning Case No. 440 contingent upon planting shade trees in the median and installing the perimeter fence as currently designed. The motion was seconded by Councilmember Baker and passed by unanimous vote.

Councilmember Jessee moved to approve Planning and Zoning Case No. 441 contingent upon planting shade trees in the median and installing the perimeter fence as currently designed. The motion was seconded by Councilmember Bonner and passed by unanimous vote.

Councilmember Jessee moved to approve Planning and Zoning Case No. 442 contingent upon planting shade trees in the median and installing the perimeter fence as currently designed. The motion was seconded by Mayor Pro Tem Billa Burke and passed by unanimous vote.

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Staff Reports

**\*\*Mayor Rosenthal requested staff present Item # 9 due to audience interest.\*\***

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

**Staff report on Broadway and Ogden Lane Improvement project**

Mr. Laney stated City Council and staff have discussed the Broadway and Ogden Lane project on several occasions. Funds for area beautification improvements were designated in the FY 2024 Budget. The improvements include wider sidewalks, patio/plaza spaces, and pedestrian improvements. He commented the consultants working on the project will present the latest design update and stakeholder input.

Ms. Samantha Whitney addressed City Council and stated the team would be providing an update on the design for Broadway and Ogden Lane. The project serves as an opportunity to create a new public space for the city of Alamo Heights. The patio theme design provides a gateway to the recreational ball fields. It focuses on increasing safety at this intersection, providing beauty of the public realm, and creating connectivity to the recreational fields. She noted since they last presented on the project, they received Council's feedback on the proposed design, met with the business property owner that is adjacent to Broadway and Odgen Lane, and received a survey to help with design concepts.

Ms. Whitney noted there are four major changes that have taken place in the design. The plaza immediately in front of Merit Coffee is elongated to save an existing tree that is in the island, increases the number of outdoor tables and chairs, and allows to save the existing parking in front of Merit Coffee on Broadway with a loss of one. Additionally, the shade structures were pulled back from Broadway to open and frame the view.

Mr. Jeremy Doege of WGI spoke on the project intersection and safety concerns. The crosswalk at Circle Drive has been shifted slightly to the north and includes a pedestrian hybrid beacon activated by a push button to cross the intersection. Cars would halt when the flashing red lights go on, and it would go off for about 20 seconds or so, based on the overall depth. He noted the bus stops and stated the pedestrian hybrid beacon will allow for full function of the bus stops on both sides of the road.

Mr. Matt Yager of TBG Partners addressed the Council. He stated the team had outlined three goals for the city's improvement project, pedestrian safety, connecting the community to nature, and beautification and identity. They developed program items to address these goals. He focused on the "speed table" brick crosswalk which will be flush with the sidewalk and rise up six inches from the street level and back down six inches on the other side of Broadway. The crosswalk will create a speed bump like feel and will force vehicles to slow down. It will help with stormwater issues by guiding water flow down Broadway. Mr. Yager identified other project components, bike racks, proposed rain garden, bus stop, built-in benches, feature wall, café tables, tiled walls, water fountain, shade trellis, city signage, planter pots, and a JFK Memorial. Mr. Yager reviewed different views of the proposed project.

Mayor Rosenthal requested to hear comments from audience.

Mr. Don Noble, business property owner, stated he wanted to thank City Manager Buddy Kuhn for coordinating with them on the project and keeping them informed. He noted their concerns were potentially blocking sight lines coming north on Broadway of the properties. They do not want the building and tenant signage blocked with tall trees, etc. Additionally, they were concerned with the loss of parking for the businesses. He noted they constantly get complaints from all of the tenants that there is not enough parking for their customers or employees.

Mr. Noble stated even the loss of one parking spot would be an issue and acknowledged the idea of reducing the loading dock for the bicycle shop to add parking, but was uncertain how this would affect the business. He stated customers normally drive to the shops and need a place to park. He suggested Council consider adding additional "head in" parking southward without impacting the design.

Ms. Whitney clarified the team studied ways of maximizing the efficiency of the existing parking spots. In reviewing the survey, they noticed several parking spaces were not the full dimension of City of San Antonio standards of 9 feet by 18 feet. In order to maximize existing parking spaces and balance the plaza design, they propose to remove two spots at the nose of the building and stripe out all of the parking to align closest to where parking spaces are today and establish parallel parking along the curb line on the Cambridge Elementary side of the street.

Mr. Doege address the loading dock and stated the survey indicated the existing striping was done inefficiently. They propose to reconfigure the area without changing the size overall but reconfiguring it to spaces that meet code by flipping it 90 degrees and make it more efficient.

Mayor Pro Tem Billa Burke suggested adding “15 minute” parking spots for patrons wanting to pick up and go. Ms. Whitney stated this would be up to the businesses in terms of how they designate those parking spots, but it has not been included in the design.

Councilmember Baker complimented the consultants for all their work and stated he had liked the previous and current designs. He noted they have done an excellent job balancing different interests. He asked for clarification on the pedestrian beacon and how it would function.

Ms. Ravali Kosaraju of WGI explained it is activated when a pedestrian pushes a button. It has all the indications of a traffic signal where the lights start flashing yellow, then red, and finally turn solid red, to alert the drivers to pay attention. It provides ample time for them to react. She commented the beacon will be programmed to accommodate the slowest pedestrian walking speed for all ages and abilities to allow enough time for a person to cross. She discussed the location of the pedestrian beacon/mast arms.

Council discussed the public patio/space that is being proposed. They agreed discussions needed to be forthcoming regarding the maintenance and upkeep of the public area. Mr. Kuhn noted Council had requested this project, not the business owners. A maintenance plan would have to be coordinated and established.

Councilmember Jessee commented the city “sign” in the graphics was too big. He suggested the trellises be steel/metal instead of wood. He noted he was not sold on the feature wall at the moment. Ms. Whitney stated these were placeholders which would be studied further by the team.

Councilmember Baker asked if the new design was within budget.

Mr. Kuhn stated the proposed design will cost more than anticipated and gave a baseline of \$1.5M due to a 10% or 20% increase for civil aspects yet to be identified. He stated Mr. Doege and WGI would take the lead on the project going forward because of the civil engineering features addressing flood water and utilities. Mr. Kuhn noted money is in the budget, but it would cut into improvement plans Council had for the Alamo Heights pool area.

After a brief discussion on adding an additional parking space, Council requested staff/consultants to move forward but attempt to add another parking spot and designate “15 minute” parking spaces. They also requested staff work simultaneously on a plan to help with maintenance of the public space.

Mr. Kuhn stated he would reach out to Mr. Bill Ellis, Merit Coffee owner, to see if he would be interested in a maintenance agreement for the public space. He said staff would get to work on the next phase of the project with the consultants.

Ms. Whitney shared the schematic design is close to 100% completion and the team will start to work on planning from design development through construction. Mr. Kuhn added staff will move forward and bring back the next phase in the near future.



Item # 8 Mayor Rosenthal read the following caption.

**Staff report on consultant services with Grace & McEwan Consulting**

Mr. Laney stated Grace & McEwan Consulting was here to present on their services. The city has contracted with them since March 2022 to assist with the Broadway development project. The contract is through September 30, 2025.

Ms. Andrea Chavez, Vice President, stated they have held nineteen in person coordination meetings with the Texas Department of Transportation (TxDOT), as well as many calls, visits, and emails with other legislative/agency stakeholders. She stated they along with city staff were instrumental in securing an approximate \$11M grant for the project.

Ms. Karen Rove, President of Infrastructure Solutions, explained they play a critical part in negotiating with TxDOT. She noted the project changed dramatically when TxDOT decided to retain ownership of Broadway as opposed to giving it to the city. She stated Grace & McEwan has chosen to work more collaboratively with TxDOT in an effort to get the best deal for the city. She noted as the project moves forward, they are continuing to focus on other Federal grants to help bury the utilities and accomplish more of the city's goals.

Mayor Rosenthal thanked Ms. Rove for her presentation and requested Council convene into closed session to consult with the city attorney regarding potential litigation and contract extension.

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Closed Session

Item # 10 Mayor Rosenthal read the following caption.

**Executive Session as authorized by the Texas Government Code Section 551.071 (Consultation with Attorney) to discuss consultant services with Grace & McEwan Consulting.**

The City Council of the City of Alamo Heights convened into Closed Executive Session at 7:15 p.m. and reconvened in Open Session at 8:02 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 # 11 Mayor Rosenthal read the following caption.

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

No action taken.

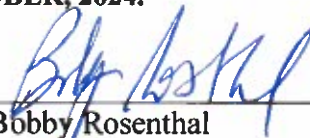
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With no further business to consider, Councilmember Jessee moved to adjourn the meeting at 8:03 p.m. The motion was seconded by Councilmember Baker and passed by unanimous vote.

**PASSED AND APPROVED THIS 28<sup>th</sup> DAY OF OCTOBER, 2024.**

  
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Elsa T. Robles, TRMC  
City Secretary



  
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Bobby Rosenthal  
Mayor