

**RESOLUTION NO. 2025R - 217**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALAMO HEIGHTS, TEXAS, DESIGNATING METHODS, ADDRESSES, AND LOCATIONS FOR RECEIVING PUBLIC INFORMATION REQUESTS AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Texas Public Information Act (the "Public Information Act"), Section 552.234, Texas Government Code, provides that the City of Alamo Heights is to designate one mailing address and one electronic mail address for receiving written requests for public information, and;

**WHEREAS**, the City Council of the City of Alamo Heights believes that the designation of one mailing address and one electronic mail address for receiving written request for public information will be beneficial to the City and to public information recipients in that it will facilitate the prompt receipt of and prompt response to public information request;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALAMO HEIGHTS, TEXAS**, that:

**Section 1.** The City Council hereby designates the following methods, addresses, and locations for receiving Public Information Requests:

- United States Mail to the following address:

City of Alamo Heights  
Public Information Officer  
6116 Broadway  
San Antonio, TX 78209

- Electronic Mail (E-Mail) to the following address:  
erobles@alamoheightstx.gov

- Hand delivery to Alamo Heights City Hall at:

Public Information Officer  
6116 Broadway  
Alamo Heights, TX 78209

**Section 2.** This Resolution shall be effective on passage and adoption.

**PRESENTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF ALAMO HEIGHTS, TEXAS THIS 8<sup>th</sup> DAY OF SEPTEMBER, 2025**

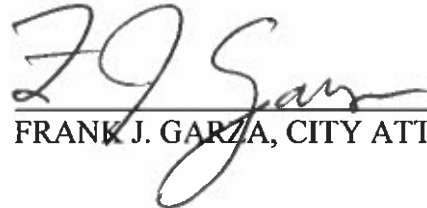


  
ALBERT HONIGBLUM, MAYOR

**ATTEST:**

  
ELSA T. ROBLES, CITY SECRETARY

**APPROVED AS TO FORM:**

  
FRANK J. GARZA, CITY ATTORNEY