

The Board of Commissioners for the City of Alamo, Texas met for the Regular Meeting held on Tuesday, January 2, 2024 at 6:00 p.m., at the City of Alamo Municipal Building.

**COMMISSION PRESENT:**

Mayor J.R. Garza  
Okie Salinas, Mayor Pro-Tem  
Pete Moreles, Commissioner  
Roel Leon Moreno Jr., Commissioner  
Arturo "AJ" Garcia, Commissioner

**COMMISSION ABSENT:**

**STAFF PRESENT:**

Robert L. Salinas, City Manager  
Sergio Zavala, Planning Director  
Alicia Cano, HR Director  
Julio Villareal, Public Works Director  
Roy Contreras, Fire Chief  
Ana Garza, Executive Secretary  
Michael Torres, IT Director

Alexandra Rangel, Assistant City Manager  
Rick Palacios, City Attorney  
Lya Yllades, Public Information Director  
Saul Solis, Interim Police Chief  
Sandra Chavez, Parks and Rec Director  
Adela Perez, Purchasing Agent

**I. CALL MEETING TO ORDER**

*Mayor J.R. Garza called the regular meeting held on Tuesday January 2, 2024 to order at 6:00 p.m. at the City of Alamo Municipal Building. City Manager Robert L. Salinas led the Pledge of Allegiance and Pastor Tuttle led the Invocation.*

**C. Presentation and Announcements**

*No presentations and announcements*

**D. Consideration and Action to Approve the minutes for a regular meeting on December 19, 2023.**

*Commissioner Pete Morales motioned to approve, Mayor Pro-Tem Okie Salinas seconded. Motion carried.*

**E. Consideration and Action to appoint members to the Alamo Centennial Board.**

*Mayor J.R. Garza motioned to appoint Museum Director Alex Oyoque*

*Commissioner Pete Morales motioned to appoint Audrey Jones*

*Commissioner Roel Leon Moreno Jr motioned to appoint Jaime Sandoval.*

*Mayor Pro-Tem Okie Salinas motioned to appoint Kassandra Elejan.*

*Commissioner AJ Garcia motioned to appoint Clarissa Espinosa*

**F. Consideration and Action to Approve a Resolution for the Closure of Business 83 and FM 907 for the Inaugural Alamo Lions Club 5K Run and Ride on February 10, 2024.**

*City Manager Robert L. Salinas stated that as required by TX DOT, a resolution is needed for the Inaugural Alamo Lions Club 5k Run and Ride.*

*Commissioner AJ Garcia motioned to approve, Mayor Pro-Tem Okie Salinas seconded. Motion carried.*

**G. Consideration and Action to Approve an Emergency Repair on Two Damaged Manholes Along US Expwy 83.**

*City Manager Robert L. Salinas stated that we need to remove and replaced two damaged sewer manholes at 320 US Expressway 83. Both manholes were 7ft deep each and need to be replaced with fiberglass manholes. This item is before the Commission because the total cost of the repair exceeds the \$15,000 mark. The total repair is \$19,456 that includes mobilization traffic control, equipment material and labor.*

*Mayor Pro-Tem Okie Salinas motioned to approve, Commissioner Pete Morales seconded. Motion carried.*

**H. Consideration and Action Regarding a Landowner's Petition for Release of Area from Extraterritorial Jurisdiction Under Sec. 42.101 et seq. of Local Government Code.**

*City Manager Robert L. Salinas stated that he received an email requesting a Landowner's Petition for Release of Area from Extraterritorial Jurisdiction Under Sec. 42.101 et seq. of Local Government Code (the "Petition), which was submitted on behalf of The Three Grandes, Ltd., the owner of the real property made the basis of the Petition. He further explained that the petition was incomplete and that he informed the requestor to please ensure all of the required information subject to section 42.103 is provided in order for the City to consider this petition as completed and in order to consider the release of the area from our ETJ.*

*City Attorney Rick Palacios stated further information in regards to this petition and he further explained that this request needs to be further analyzed before making a decision.*

*Commissioner AJ Garcia motioned to denied, Mayor Pro-Tem seconded. Motion carried.*

**PUBLIC HEARING**

**PUBLIC HEARING TO DISCUSS A CONDITIONAL USE PERMIT TO HAVE A MOBILE FOOD COURT ON PROPERTY ZONED COMMERCIAL, BEING LOT 22, BLOCK 7, T.C. DOWNS #4 SUBDIVISION BEING 534 E. FRONTAGE ROAD; APPLICANT MARIA CONSUELO AND EDGAR CAZARES DBA SARES, LLC.**

*Planning Director Sergio Zavala stated that he 60' x 142' (8520 sq. ft.) site is at the NE corner of the Frontage Road and 6<sup>th</sup> Street. Viewing the aerial, the properties along the Frontage Road are (mostly) commercial; and the properties north of the alley are single family residential. The site has an existing driveway cut leading to the Frontage Road. The nearest fire hydrants to this corner site are 660' to the NW (W. of Hackberry/6 ½ St.); and 810' to the NE (@ Tower/Hackberry). As seen in the water line map, these lots are mostly served with a 4" network. Hydrants in commercial properties should not be on water lines less than 8" sized. The city's Zoning Code provides the minimum size requirements for a mobile food court to be 10,000 sq. feet with the code specifying that 'there shall be no deviation from the minimum threshold of 10,000 sq. ft.' However, Mr. Cazares applied for a variance to the Zoning Board of Adjustments (ZBA) to establish a mobile food court on this 8250 sq. ft. lot. After the public hearing and deliberations, the ZBA tendered a vote to CONDITIONALLY award the variance subject to there being no more than 3 food trailers. The Site Plan provided shows 4 food trailers, predominantly along the southern ½ of the lot having 2 driveways onto 6th Street with 8 parking spaces. There are 4 trees shown on the plan, along with the restroom, and dumpster enclosure, and a linear detention area along the northern perimeter. In assessing this CUP, Planning considered the following:*

*1. The 4 food trailers disregards/dismisses/disrespects the binding approval of Alamo's ZBA.*

2. On April/May 2021, a single food trailer was denied by PZ & the City Commission because it was at the NW corner of Interstate 2/Alamo Road; the city's most visible major thoroughfare (NOTE: bit similar to this CUP but not identical). In like manner, the Alamo optics of 4 food trailers may not be the most pleasing at this highly visible corner site.

Citizen Alberto Cazares stated his discontent on the process to getting his Building Permit approved by the Planning Department, ZBA and P&Z Boards.

Citizen Edgar Cazares stated his support to getting the Building Permit approve for the Mobile Food Court at NE corner of Frontage Road and 6<sup>th</sup> Street.

**I. Discussion and Possible Action on an Ordinance regarding a Conditional Use Permit to have a Mobile Food Court on Property zoned Commercial, being Lot 22, Block 7, T. C. Downs #4 Subdivision being 534 E. Frontage Road: Applicant: Maria Consuelo and Edgar Cazares DBA Zares, LLC.**

Commissioner Pete Morales motioned to Deny, Commissioner AJ Garcia seconded. Motion carried.

**J. Discussion and Possible Action to Amend Title 10 'Zoning Regulations', Section 10-5-6 'Conditional Uses' under the Single Dwelling Residential (R-1) zoning district to include 'School/Care Services for Autistic/Special (Complex Medical) Needs Children' as a Conditional Use.**

Planning Director Sergio Zavala stated that the Planning Department was recently approached of possibly establishing a care service facility for children afflicted with autism, special needs, or other complex medical conditions. This is certainly a noble cause that, if possible, we'd like to establish for our community. Since the property focused on is nestled in a wide R-1 neighborhood that has a long-standing office/day care services operated by Head Start, i.e., Migrant Service Council. A commercial rezoning is not possible since it'd be spot zoning. In order to move forward in a cautious and responsible manner, the R-1 code could be amended to include 'School/Care Services for Autistic. Special (Complex Medical) Needs Children such use(s) must have its primary access to a collector street classification or a street of higher intensity; must be a minimum 1.5 acres in size, must be certified/cleared by the appropriate State of Texas agency for such school/day care services to receive the required city business license; and have paved off-street parking to be compliant to typical day-care parking regulations found in Section 10-3-6 (A). Also, any CUP may be required to provide additional fire hydrant(s), pave perimeter 5' sidewalks, provide minimum 6' fence buffering, and meet the most prevailing building/fire codes. Finally, landscaping for such a use will be 1 shade tree (7' tall@ 3" caliper) for every 30' of street frontage. inclusive of corner lot frontage: and any signage must comply with prevailing regulations for residential districts as found in Section 9-4-12 (A)." Once included as a conditional use, the filed application will provide a detailed site plan on the number of rooms, off-street parking, fence buffering, sidewalks, show area hydrants, landscaping, and provide their service plan, i.e. number of children, days/hrs. of operation, the professional credentials required of any staffing, State agency clearance and confirming that the staff's background is regularly checked, e.g., sex offender clearance, etc. Of course, the 2 public hearings will invite public comment to more properly examine the specific request for the specific site

Landlord Representative Rene Galvan stated the amenities and advantages of approving this proposed project.

Tenants Mr. Newkirk and Mr. Jarvis further explain the proposed project.

Mayor Pro-Tem Okie Salinas motioned to approve, Commissioner Pete Morales seconded. Motioned carried.

**K. Discussion and Possible Action on an Ordinance to Amend Title 10 "Zoning Regulations" to create a "Commercial Corridor" – 'Restricted Use'**

Planning Director Sergio Zavala stated that Planning developed a proposed code where certain type of businesses would no longer be permitted along the city's highly visible major streets. The businesses noted in that instruction were car washes, retail 'Dollar' type stores, and mobile food vendors (which includes mobile food courts, of course). With this in mind, please view the proposed definition of 'Commercial Corridor -Restricted Use' that specifies the type of uses prohibited along the specified streets: Commercial Corridor - Restricted Use: The properties having front and/or corner street frontage to commercial corridors of the City of Alamo, Texas; said corridors are the following streets and thoroughfares: Interstate 2 (U.S. Expressway 83), SH 495, U.S. Business Highway 83, Alamo Road (FM 907), Tower Road, Cesar Chavez Road. It is prohibited to have any car wash operation (of any varying level), or any retail 'Dollar' type stores, or any mobile food vendor/mobile food court along the commercial corridor as described herein; however, any such businesses that may currently exist may continue to do so but shall not be permitted to expand or be replaced. Furthermore, this restriction may not apply to temporary mobile food vendors that are part of civic or charitable events. The attached ordinance does the following to the Zoning Code:

1. now includes the full definition of 'Commercial Corridor- Restricted Use' In Section 10-2-2, i.e., the Definition provision of the Zoning Code;
2. amends the C-1 zoning district's Section 10-8-3 Conditional Uses where the conditional use of a 'Mobile food vendor or a mobile food court' will now be subject to the 'Commercial Corridor- Restricted use' provision.
3. amends the C zoning district's Section 10-9-1 (A) to clarify that any permitted retail 'Dollar store or a 'Car Wash' will now be subject to the 'Commercial Corridor Restricted Use' provision.
4. amends the C zoning district's Section 10-9-1 (B) to clarify that a Mobile food vendor or mobile food court CUP proposal will now be subject to the locational restrictions specified in the 'Commercial Corridor- Restricted Use' provision.'
5. this restriction may not apply to the temporary placement of mobile food vendors that are part of a bona fide civic or charitable event.

The intent is to halt the proliferation of such uses along the major streets of Alamo; and the optics projected to the general public and prospective business interest.

**L. Consideration and Action on an Ordinance to Amend Title 2 "Board, Commission and Committees", Replacing the 'Community Development Council' found in Chapter 4 with the 'Keep Alamo Beautiful Committee' (KABC)**

Planning Director Sergio Zavala stated that as requested on 12-4-23, to create an ordinance that creates the Keep Alamo Beautiful Committee (KABC) which includes policies to provide its intent and structure. Be advised that on March 5, 2013, the City Commission appointed an impromptu group called 'Alamo Beautiful Committee'; see excerpt of minutes; however, there is no ordinance to officially establish this committee or if they ever met. Anyway, regarding the KABC enabling ordinance, please see my comments bellow which reflects some primary bullet points:

•Deletes the dormant Community Development Council (CDC); CDC's intent is already being done by the Planning & Zoning Commission and by others (consultants, staff).

•5 members appointed for 3-year terms; requires residency & to be a qualified elector.

•Duties include discussing, assessing and preparing plans to improve the overall aesthetics and image of the City of Alamo, i.e., clean-up projects implemented, self-help maintenance programming assessed/developed, work with Code Enforcement Office on surgical approach to clear public nuisances, etc.; provide annual performance reports to the City Commission.

•Staff liaison will be the Public Works Department and any assigned designee as staff support

•KABC to review and adopt Bylaws to provide administrative structure.

•Attached is a DRAFT set of Bylaws that KABC will entertain at their first meeting after their appointment.

Commissioner Roel Leon Moreno Jr. motioned to approve, Commissioner Pete Morales seconded. Motioned carried.

**M. Consideration and Action on an Ordinance to Amend Title 2' Board, Commission and Committees', Replacing the 'Police Human Relations Committee' in Chapter 6 with the 'Traffic Safety Committee (TSC)**

Planning Director Sergio Zavala stated that as requested on 12-4-23, to create a Traffic Safety Committee (TSC) which includes policies to provide its intent and structure. Regarding the enabling ordinance, please see my comments below which reflects some primary bullet points:

•Deletes the dormant Police Human Resources Committee (PHRC); PHRC's intent is not recommended to be continued; risky intent; see my red-lined remarks on PHRC.

•5 members appointed for 3-year terms; requires residency & to be a 'qualified elector.

•Duties Include discussing, assessing and recommending on matters pertaining to traffic control signage, safe/realistic speed limits on certain streets, painted traffic safety on streets, speed hump assessment; present annual performance reports to the City Commission.

•Staff liaison will be the Police Department and any assigned designee as staff support

•TSC to review and adopt Bylaws to go by.

•Attached is a DRAFT set of Bylaws that TSC will entertain at their first meeting after their appointment.

Mayor Pro-Tem Okie Salinas motioned to approve, Commissioner Pete Morales seconded. Motion Carried

**CITIZEN PARTICIPATION: Five minutes per person with no response from the City Commission. Residents must sign up prior to the city meeting.**

Mr. Alberto Cazares stated that he recommends Saul Solis for the Chief of the Alamo Police Department.

**I. ADJOURNMENT**

Citizens are encouraged to sign the attendance sheet.

*There being no further business, Mayor J.R. Garza adjourned the meeting at 6:52 PM*

  
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Mayor J.R. Garza

**ATTEST:**

  
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Alexandra Rangel, Assistant City Manager