

The City of Balcones Heights  
Regular City Council Meeting  
3300 Hillcrest Drive  
Balcones Heights, Texas 78201

**MINUTES**

DATE: August 11, 2008

TIME: 6:00 p.m.

Members Present: Suzanne de Leon Miguel Valverde Linda Pohl  
Charles Matthies Lamar Gillian Bill Johnson

Members Absent: NONE

*SIGN IN SHEET:* Rudy Perez Mercy Meyers Patrick Mayo  
Ollie Mayo Pamela Hodges Dean Nelson  
Elizabeth A. Borrego Otto Moellering Ambrose Vince

**CALL TO ORDER AND RECORDING OF QUORUM**

Quorum present.

**INVOCATION AND PLEDGES OF ALLEGIANCE TO THE U. S. A AND TEXAS  
FLAGS**

Councilman Matthies gave the invocation and led pledges.

**CITIZENS TO BE HEARD:**

Rudy Perez – Resident of Balcones Heights stated it should be the city’s responsibility to cut grass next to drainage.

**1. PRESENTATIONS and REPORTS:**

Convention & Visitors Bureau Report, including Norris Conference Center updates.  
(Nastasi)

A copy of report was distributed to council and Lorenzo Nastasi spoke on highlights.

**2. CONSENT AGENDA ITEMS:**

- a. Approval of minutes for Regular Meeting of July 14, 2008.
- b. Approval of the July 2008 Check Register.
- c. Approval of Financial Report for month of July 2008.

MOTION: I make a motion we approve.

Motion by: Charles Matthies Second: Lamar Gillian 5/0/0 PASSED

**BOARD AND COMMISSION APPOINTMENTS:**

**PUBLIC HEARINGS:**

**ACTION ITEMS:**

3. Consideration and **ACTION** to adopt a resolution approving an agreement between the City and municipal court prosecutor, Ollie K. Mayo.

Mayor stated she did not see the need to wait six months as recommended in a prior meeting and wanted to go ahead and adopt this resolution approving the agreement with Ollie K. Mayo as Court Prosecutor.

Ollie K. Mayo came up to speak and gave council a brief report of his role in municipal court.

MOTION: Mayor I have gotten good reports that things are going well in court and I would like to make a motion to approve.

Motion by: Charles Matthies                      Second: Linda Pohl                      5/0/0                      PASSED

4. Consideration and **ACTION** regarding the renewal of a lease agreement for copiers located on first and second floor of Justice Center.

Finance Director came up to speak on this item and recommended going with Xerox for cost savings.

MOTION: I make a motion we approve Xerox.

Motion by: Charles Matthies                      Second: Miguel Valverde                      5/0/0                      PASSED

5. Consideration and **ACTION** to adopt an ordinance adding Chapter 109: Annual Business Registrations to Title XI: Business Regulations of the Code Book of Ordinances.

The adoption of this ordinance was recommended by staff to be able to keep accurate records of businesses in the city i.e. ownership, emergency contacts, etc. and to enforce the fee of \$75.00 for annual business registration currently approved under our permit fee schedule.

MOTION: Mayor I'd like to make a motion that we approve the Title XI Business Regulation.

Motion by: Lamar Gillian                      Second: Bill Johnson                      5/0/0                      PASSED

6. Consideration and **ACTION** regarding Park Reserve Funds in general fund.

Recommendation by Finance Director: To move funds to general fund and use on current year park expenses.

MOTION: I make a motion to approve.

Motion by: Lamar Gillian                      Second: Linda Pohl                      5/0/0                      PASSED

7. Consideration and **ACTION** to adopt a resolution regarding the pledge agreement between the City of Balcones Heights and the Federal Reserve Bank of Boston and amending authorized representatives.

MOTION: I make a recommendation that we approve it.

Motion by: Lamar Gillian      Second: Charles Matthies                      5/0/0                      PASSED

8. Consideration and **ACTION** to adopt a resolution amending authorized representatives at Frost National Bank.

MOTION: So Move.

Motion by: Lamar Gillian      Second: Charles Matthies                      5/0/0                      PASSED

9. Consideration and **ACTION** to adopt a resolution amending authorized representative at Texpool.

MOTION: I'll make that motion.

Motion by: Charles Matthies                      Second: Lamar Gillian                      5/0/0                      PASSED

10. Consideration and **ACTION** to accept or reject the Bexar Appraisal District Budget for 2008/2009. (If rejected, resolution is required)

MOTION: I make a motion we approve.

Motion by: Bill Johnson      Second : Miguel Valverde                      5/0/0                      PASSED

11. Consideration and **ACTION** regarding Bexar Metro 9-1-1 Network District fiscal year 2009 proposed budget.

MOTION: I make a motion to approve.

Motion by: Lamar Gillian      Second: Linda Pohl                      5/0/0                      PASSED

12. Consideration and **ACTION** to determine whether to enter into an Agreement with Armstrong, Vaughan & Associates, P.C. to provide audit services for years ending September 30, 2008, 2009 and 2010 or to proceed with a Request for Proposals for audit services.

Directive: City Administrator to check with other surrounding small cities to see if they are also experiencing a 40% increase in audit services.

No action taken at this time.

13. City Council will conduct a budget workshop on the proposed 2008-09 annual operating budget and the required 2008 ad valorem tax rate.

City Administrator went over the high points of the master copy of the budget and changes made to the budget.

Mayor de Leon called for a recess at 7:23 p.m.

Open session re-convened at 7:28 p.m.

Lorenzo Nastasi came up to speak and went over the Convention Visitors Bureau budget in detail.

14. City Council will take record vote to raise or not to raise ad valorem taxes above the lower of the calculated effective tax rate or roll-back rate.

Record Vote of Council Members to increase taxes is as follows:

|                  |   |     |
|------------------|---|-----|
| Miguel Valverde  | - | Yes |
| Linda Pohl       | - | Yes |
| Charles Matthies | - | Yes |
| Lamar Gillian    | - | Yes |
| Bill Johnson     | - | Yes |

**DISCUSSION:**

15. Discussion and update in reference to Emergency Management assistance from Bexar County Office. (Prince)

Fire Chief informed council that Bexar County will be temporarily assisting Balcones Heights with emergency management if needed. A memorandum of understanding or an inter-local agreement may be brought to a future meeting.

16. Park Committee will update council on park projects.

City Administrator gave an update on park projects and went over a spreadsheet on Community Development Block Grant money spent at Rogiers Park.

17. Fire Station Committee will give council an update on status of new Fire Station.

Councilman Matthies informed council the new fire station will not be built at this time due to cost.

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

Meeting adjourned at 9:07 p.m.

**City of Balcones Heights, Texas**

By: \_\_\_\_\_  
DELIA FLORES – City Secretary, TRMC

Approved by Council – Sept. 8, 2008