

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

MINUTES

DATE: September 8, 2008

TIME: 6:00 p.m.

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

Members Absent: Linda Pohl

SIGN IN SHEET: Madeline Slay Mercy Meyers Otto Moellering
Beryl Jones G. Martin H. J. Hannasch
Lili Cruz L. David Givler Angela & William Riggs
A. J. Vince

CALL TO ORDER AND RECORDING OF QUORUM

Quorum present.

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

Councilman Valverde gave the invocation and led the pledges.

CITIZENS TO BE HEARD:

Madeline Slay – Resident of Balcones Heights spoke on the Trailer Park located between Gentleman Road and Fredericksburg Rd. She stated the property was unsightly and troublesome for those who live and drive by there and said she would like the 150 ft. setback be enforced.

Otto Moellering – Resident of Balcones Heights wanted to know about National Night Out and offered to help wherever needed.

1. PRESENTATIONS and REPORTS:

- a. Proclamation for the 25th Annual National Night Out to be held on October 7, 2008.
(Mayor)

Mayor de Leon declared October 7th, 2008, as National Night Out.

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

Director of Tourism reported and went over information handed out to council.

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for Regular Meeting of August 11, 2008.
- b. Approval of minutes for Special Meeting of August 14, 2008.
- c. Approval of minutes for Special Meeting of August 28, 2008.
- d. Approval of the August 2008 Check Register.
- e. Approval of Financial Report for month of August 2008.

Councilman Gillian had questions on check register.

MOTION: I make a motion we approve all five consent agenda items.

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

BOARD AND COMMISSION APPOINTMENTS:

3. Consideration and **ACTION** to approve Board’s recommendation for appointment on the Convention Visitors Bureau Board. (Nastasi)

Lorenzo Nastasi advised City Council of CVB Board’s recommendation for re-appointment of Linda Hampton.

MOTION: I make that motion.

Motion by: Charles Matthies Second: Lamar Gillian 4/0/0 PASSED

PUBLIC HEARINGS:

Public Hearing open at 6:33 p.m.

4. City Council will conduct a **Public Hearing** on the Proposed Annual Operating Budget for Fiscal 2008-2009.

City Administrator went over the budget, goals, and priorities briefly.

Public Hearing closed at 6:40 p.m.

ACTION ITEMS:

5. Consideration and **POSSIBLE ACTION** regarding the Terra Design Group Concept Design Plan for the Fredericksburg Rd. Corridor Project. (Nastasi)

Lorenzo Nastasi came to re-cap the process that began last summer on How Do We Get There From Here project. He stated it was now council’s prerogative to approve the Concept Design Plan and allow them to move forward.

MOTION: I make a motion we move forward with the Terra Design Group Concept Design Plan.

Motion by: Bill Johnson Second: Miguel Valverde 4/0/0 PASSED

6. Consideration and **ACTION** to approve a resolution regarding a request for Child Safety Funds to fund the annual Halloween Fun Fest. (Betty Bryant)

Angela Riggs from Creative Awareness who works with Betty Bryant and Crime Watch made a presentation and explained some of the things that will take place.

MOTION: We always get a lot of positive feedback on this. I like to make a motion we approve.

Motion by: William Johnson Second: Charles Matthies 4/0/0 PASSED

7. Consideration and **ACTION** regarding a proposal submitted by Givler Engineering Inc. to assist with Phase 2 Storm Water Implementation 2008-09. (Pate)

City Administrator and David Givler explained the main issues having to do with MS4 and made recommendation to council to hire Givler Engineering to continue the process of making us compliant with state and federal mandates.

MOTION: I make a motion we approve the proposal with noted changes.

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

Items 15, 16, and 17 were addressed before Item 8.

8. 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. (Pate)

Spreadsheet of survey on auditors that was presented by Finance Director showed other cities were also experiencing an increase in cost for auditing services.

MOTION: I would like to make a motion we renew with Vaughan for three years.

Motion by: Bill Johnson Second: Lamar Gillian 4/0/0 PASSED

9. Consideration and **ACTION** to approve job descriptions for Director, Visitor Initiatives, Development Services Coordinator, and Fire Chief. (Pate)

City Administrator addressed this item and explained changes made to job descriptions. He recommended the three job descriptions and pay group be approved.

MOTION: I make a motion we approve these three positions descriptions.

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

10. Consideration and possible **ACTION** to move salary expenses from General Fund to Crime Control.

MOTION: Make the motion to approve.

Motion by: Bill Johnson Second: Miguel Valverde 4/0/0 PASSED

11. Consideration and **ACTION** to fund unfunded requirements with surplus from General Fund and Traffic Safety Fund in 2007-08 budget.

City Administrator went over unfunded requirements that he recommends funding at this time.

Unfunded General Fund Items:

1. Public Works Vehicle
2. Radio Console for Dispatchers
3. Trailer
4. Personal Protective Equipment

Unfunded Traffic Safety Fund Items:

1. Radio Frequency
2. 8 New Radars
3. 2-Way Portable Radios (6)

MOTION: I make a motion we purchase those four unfunded items. (General Fund)

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

MOTION: So moved. (Funding 3 items from Traffic Safety Fund)

Motion by: Lamar Gillian Second: Bill Johnson 4/0/0 PASSED

12. Consideration and **ACTION** to adopt the 2008-2009 Annual Operating Budget for the period of 10/1/2008 through 9/30/2009.

MOTION: I would like to make a motion we adopt the 2008/09 annual operating budget.

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

13. Consideration and **ACTION** to “Vote On Tax Rate” for the 2008 Tax Year.

Recommendation for tax rate - .490729.

MOTION: I make a motion we ratify the property tax increase for the year 2008/09.

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

14. Consideration and **ACTION** regarding vote to ratify the property tax increase reflected in the adopted budget for the 2008/2009 fiscal year.

MOTION: So move. (tax rate .490729)

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

15. Consideration and **ACTION** to adopt a joint resolution establishing the Bexar County Emergency Management organization. (Prince)

Fire Chief advised Council regarding Item 15, 16, and 17 at the same time because all were related and part of one emergency management plan. Separate motions to approve were given for each item.

MOTION: I make the motion.

Motion by: Charles Matthies Second: Miguel Valverde 4/0/0 PASSED

16. Consideration and **ACTION** to adopt an inter-jurisdictional emergency management plan with Bexar County and certain municipalities. (Prince)

MOTION: I make the motion.

Motion by: Miguel Valverde Second: Charles Matthies 4/0/0 PASSED

17. Consideration and **ACTION** to adopt an ordinance establishing a comprehensive emergency management plan. (Prince)

MOTION: I make a motion to approve.

Motion by: Charles Matthies Second: Lamar Gillian 4/0/0 PASSED

DISCUSSION:

18. Discussion and possible action on city ordinance enforcement. (Valverde)

Councilman Valverde presented concerns on some ordinances he wanted to review such as junk vehicle, prohibited conditions, and conducting business out of residential property. He also had concerns about selective code enforcement.

Council went into closed-door executive session at 7:57 p.m.

EXECUTIVE SESSION:

19. Discussion pursuant to Section 551.071, of the Texas Government Code (Attorney/Client consultation) regarding Howard Johnsons Inn & Suites.

20. Discussion pursuant to Section 551.071, of the Texas Government Code (Attorney/Client consultation) regarding property owned by Arthur Lefton at 4309 Fredericksburg Road.

Reconvened in open session at 8:15 p.m.

21. Council may **DISCUSS** and take **ACTION** on agenda item 19.

Motion for Item 19:

MOTION: I would like to make a motion that we take legal action to collect the hotel occupancy tax in arrears with Howard Johnsons Inn & Suites.

Motion by: Lamar Gillian Second: Miguel Valverde 4/0/0 PASSED

ADJOURNMENT:

Meeting adjourned at 8:15 p.m.

City of Balcones Heights, Texas

By: _____
Delia Flores
City Secretary, TRMC

Minutes approved by City Council on October 13, 2008.