

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

MINUTES

DATE: October 8, 2007

TIME: 6:00 p.m.

Members Present: Jim Craven Suzanne de Leon Charles Matthies
 Lamar Gillian Bill Johnson Bennie Cass

Members Absent:

Staff Present: Sean Pate Delia Flores Frank Garza
 Ben Hoeffner Yvonne Griffin

Others Present:

Ben Hoeffner Ambrose Vince George Moellering Sage Royston
Otto Moellering Steve Meinecke Oscar Reyna Brock Ward
Miguel C. Valverde Angelina Gonzalez

CALL TO ORDER AND RECORDING OF QUORUM

Quorum present.

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

Councilwoman de Leon gave the invocation and led the pledges.

PUBLIC COMMENT PERIOD

Mayor Jim Craven recognized Sage Royston member of Boy Scout Troop 66 and resident of the City of Balcones Heights.

1. PRESENTATIONS and REPORTS:

- a. Mayor Jim Craven will present certificates to two firefighters for their service in the rescue of an infant.

Fire Chief Ben Hoeffner came up and gave the details of the incident that took place. The Mayor presented certificates of appreciation to Firefighter Oscar Reyna Jr. who was present and Firefighter Teodoro Pastrano who was not able to attend the meeting.

- b. Mayor Jim Craven will present a plaque to David Castro of the Public Works/Maintenance Department on his retirement after 30 years of service.

Mayor Jim Craven recognized David Castro for thirty (30) years of dedicated service and gave him a plaque on behalf of the city.

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

Director of Tourism Lorenzo Nastasi passed around the current issue of Texas Monthly Magazine that had a full page ad including highlights of the Jazz Festival and went over report previously handed out.

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for the Special Meeting of September 5, 2007.
- b. Approval of minutes for the Regular Meeting of September 10, 2007.
- c. Approval of minutes for the Special Meeting of September 17, 2007.
- d. Approval of the September 2007 Check Register.
- e. Approval of Financial Report for month of September 2007.

MOTION: I make the motion we approve the consent agenda items. (with changes)

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

BOARD AND COMMISSION APPOINTMENTS:

PUBLIC HEARINGS:

ACTION ITEMS:

- 3. Consideration and **ACTION** to adopt an ordinance to incorporate Convention Visitors Bureau By-Laws. (Nastasi)

Director of Tourism Lorenzo Nastasi previously handed out copies of the bylaws to City Council.

MOTION: I make a motion they be approved.

Motion by: Suzanne de Leon Second: Charles Matthies 5/0/0 PASSED

- 4. Consideration and **ACTION** to approve/disapprove an agreement with retired Fire Chief Ben Hoeffner to continue working with the city in the capacity as Fire Chief until the City has permanently filled the position.

City Administrator Sean Pate informed council of the need to keep retired Fire Chief Ben Hoeffner working temporarily therefore needing an agreement between Mr. Hoeffner and the city.

Mr. Pate recommended an hourly pay of \$27. 17.

MOTION: I make a motion we approve the Fire Chief continue on a contract basis.

Motion by: Lamar Gillian Second: Bennie Cass 5/0/0 PASSED

5. Consideration and **ACTION** to approve/disapprove an amendment to the Professional Technical Services Agreement between American Traffic Solutions, Inc. and the City of Balcones Heights. (Garza)

City Attorney Frank Garza explained this was an amendment to some of the provisions with regards to identifying the changing terminology be more consistent with state law and to be in compliance.

MOTION: I make a motion we approve.

Motion by: Bill Johnson Second: Susanne de Leon 5/0/0 PASSED

6. Consideration and **ACTION** regarding selection of an architect for new fire station. (Matthies)

Councilman Matthies informed council the committee has been interviewing architects and have also gone out to look at buildings built by them. The committee also spoke to some of the architect's customers and came back with a recommendation to select Madeline Slay.

MOTION: I make a motion that we approve Slay Architect Firm for architect and engineering services.

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

7. Consideration and **ACTION** to adopt an ordinance amending the Code Book of Ordinances Section 53.20 entitled Sanitary Sewer Service Account. (Mayor)

MOTION: I would like to make a motion to approve this ordinance.

Motion by: Lamar Gillian Second: Suzanne de Leon 5/0/0 PASSED

8. Consideration and **ACTION** to amend 2007-08 budget cash asset surplus from sewer fund to capital fund.

Recommendation from City Administrator is to keep a minimum of \$100,000.00 in the sanitary sewer account.

MOTION: I would like to make a motion that we maintain the sewer fund with a floor minimum balance of \$100,000.00 anything in excess of that will be moved annually into the capital improvement fund at the beginning of the fiscal year.

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

9. Consideration and **ACTION** to adopt an ordinance amending Code Book of Ordinance Chapter 90: Animal. (Mayor)

MOTION: I make a motion we approve the ordinance.

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

There was discussion on bringing the ordinance back to make other changes needed. It was also suggested that a committee be formed.

10. Consideration and **ACTION** to adopt an ordinance amending Personnel Info Policy (Mayor)

MOTION: I make a motion to accept.

Motion by: Suzanne de Leon Second: Lamar Gillian 5/0/0 PASSED

11. Discussion and Possible **ACTION** regarding plans to repair streets damaged by heavier than usual rains this year. (Gillian)

Councilman Gillian directed City Administrator to come up with a plan to repair streets during the dry season. Mayor stated a Citizens Street Repair Committee meeting will be called to address this matter.

12. Consideration and **ACTION** to amend the budget and transfer approximately \$144,664.28 collected prior to September 1st, 2007 and move to capital fund.

City Administrator made a recommendation to transfer \$144,664.28 civil fines (red light camera) collected prior to September 1st, 2007 to the capital fund.

MOTION: So Move.

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

13. Discussion and possible **ACTION** regarding post September 1, 2007 traffic-light fines accounting and use. (Gillian)

Councilman Gillian wanted clarification as to what the Red Light Camera revenue could be used for.

City Attorney stated that the revenue collected prior to September 1st, 2007 could be used for maintenance, operation, rental of the equipment plus any administrative cost the city incurs. He also stated any revenue left after that is determined is divided 50 per cent to state and 50 per cent to city to be spent on traffic control.

NO ACTION (set up by accounting)

14. Consideration and **ACTION** regarding Texas Department of Transportation plans for restoration of property used to support the work on I.H. 10. (Gillian)

Councilman Gillian wanted to make it a matter of record that the city is working on a plan to get TXDOT to clean up the mess on the streets of Balcones Heights located by I.H. 10.

15. Discussion and possible **ACTION** regarding sale of lot adjacent to Macon Concrete property located at 116 Altgelt Ave. (Gillian)

Councilman Gillian suggested the city may want to sell that property located at 116 Altgelt Ave.

Councilman Cass suggested the city wait and include it with the sell of the Fire Department building.

After some discussion Councilman Gillian asked to withdraw this item.

16. Discussion and possible **ACTION** regarding EMS contract collections and city refund. (Gillian)

City Administrator informed council of the amended agreement made with Medix and the stipulation of a threshold of anything over \$9,000.00 collected would be shared. Medix will provide this information before the city makes a payment every month in order to audit and show they are in compliance with contract.

WORKSHOP:

DISCUSSION ITEMS:

City Council went into executive session at 7:12 p.m.

EXECUTIVE SESSION:

17. Discussion pursuant to Section 551.071, of the Texas Government Code (Attorney/Client consultation) regarding the Balcones Heights Police Officers Association contract negotiations.

18. Discussion pursuant to Section 551.074 (Personnel Matters), of the Texas Government Code regarding Texas Municipal League claim in reference to Mr. Orts.

19. Discussion pursuant to Section 551.074 (Personnel Matters), of the Texas Government Code regarding applicant for Fire Chief.

City Council reconvened in open session at 7:55 p.m.

20. Council may take possible **ACTION** regarding items discussed in executive session.

NO ACTION on items discussed in executive session.

ADJOURNMENT:

Meeting adjourned at 7:56 p.m.

City of Balcones Heights, Texas

By: _____
Delia Flores
City Secretary, TRMC

Approved by City Council: December 10, 2007