

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

MINUTES

DATE: December 10, 2007

TIME: 6:00 p.m.

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

Members Absent: NONE

Staff Present: Sean Pate Delia Flores Philip Prince
Lorenzo Nastasi Frank Garza Ron Meyers

Others Present: Otto G. Moellering Ralph Wueller L. David Givler
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 Johnson gave the invocation and led pledges.

PUBLIC COMMENT PERIOD

There was no public comment.

1. PRESENTATIONS and REPORTS:

- a. Presentation of gift certificate to Benjamin F. Cass for his dedicated service as Council Member.

Benjamin F. Cass had a prior appointment and was not able to attend.

- b. Mayor Jim Craven will present a plaque to retired Captain Steve Meinecke of the Fire Department on his retirement after 20 years of service.

Mayor Jim Craven presented a plaque to Steve Meinecke for 20 years of service at the Balcones Heights Fire Department.

- c. Presentation of certificate of appreciation to Investigator Joyce Pena for outstanding service.

Mayor Jim Craven presented a certificate of appreciation to Investigator Joyce Pena after reading a letter that was given to Police Chief Bill Stannard for the good job he is doing in the Police Department and in which it also mentioned Lt. Inv. Joyce Pena's outstanding performance on how she handled an incident.

- d. Introduce new Code Enforcement Officer, Ron Meyers.

Mayor Jim Craven introduced Ron M. Meyers who is the Balcones Heights new Code Enforcement Officer.

- e. Introduce new Fire Chief, Philip Prince.

Mayor Jim Craven introduced Philip C. Prince who is the Balcones Heights new Fire Chief.

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

Director of Tourism Lorenzo Nastasi gave a summary of the October and November 2007 updates.

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for Regular Meeting of October 8, 2007.
- b. Approval of minutes for Special Meeting of November 5, 2007.
- c. Approval of minutes for Special Meeting of November 20, 2007.
- d. Approval of the October 2007 Check Register.
- e. Approval of the November 2007 Check Register.
- f. Approval of Financial Report for month of October 2007.
- g. Approval of Financial Report for month of November 2007.
- h. Quarterly Investment Report ending September 30, 2007.

MOTION: I would like to make a motion that we pass all those in their entirety.

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

BOARD AND COMMISSION APPOINTMENTS:

PUBLIC HEARINGS:

3. Council will conduct a **PUBLIC HEARING** regarding a request to re-zone property located at 150 North Crossroads from "H" Business District and "I" Commercial District to "F" Retail District.

Public Hearing opened at 6:17 p.m.

Public Hearing closed at 6:38 p.m.

ACTION ITEMS:

4. Consideration and **ACTION** to approve/disapprove Planning and Zoning Commission's recommendation to re-zone property located at 150 North Crossroads from "H" Business District and "I" Commercial District to "F" Retail District.

MOTION: I make a motion we approve.

Motion by: Bill Johnson Second: Charles Matthies 5/0/0 PASSED

5. Consideration and **ACTION** to adopt an ordinance for a standard form of agreement between the City of Balcones Heights and contractors for the provision of employee group insurance.

Insurance broker, Bob Feike, gave a brief summary on the premiums for dental and life insurance and options for health insurance.

MOTION: I would like to make a motion that we go with Community First (Renewal 2008).

Motion by: Lamar Gillian Second: Miguel C. Valverde 5/0/0 PASSED

6. Consideration and **ACTION** to adopt an ordinance to contract for solid waste collections and disposal services within the city; granting an exclusive franchise for such services.

Texas Disposal Systems, Inc. representative, Ralph R. Wueller, came up to explain proposal and services offered.

Waste Management representative, Albert Perez, also came up and gave council a review of services.

MOTION: I'd like to make a motion that we accept Waste Management proposal for 2008 (2 year term).

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

7. Consideration and **ACTION** for approval of contract for Architecture and Engineering design of proposed fire station.

City Administrator, Sean Pate, gave council an explanation of the contract given to him by City Attorney, Frank Garza that was also reviewed by Architect Madeline Slay. Mr. Pate recommended contract be approved.

Mayor mentioned approval from Housing Urban Development (HUD) to proceed was still needed.

MOTION: I make a motion to approve the contract. (Work will not begin until HUD approves)

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

8. Consideration and **ACTION** to enter agreement with Givler Engineering, Inc. on proposal to develop EPA/TCEQ Phase 2 Storm Water Application.

City Administrator, Sean Pate, explained the need to enter into this agreement. David Givler, from Givler Engineering, Inc. came up to explain in further detail.

MOTION: I make a motion we approve this.

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

9. Consideration and **ACTION** regarding approval of contract for EMS services and authorization of city administrator to negotiate any changes.

City Administrator, Sean Pate, presented the contract for emergency medical services and recommended approval.

MOTION: I'd like to make a motion to approve the contract.

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

10. Consideration and **ACTION** regarding Section 11.253 of the Texas Property Tax Code: Goods in Transit.

City Attorney, Frank Garza, explained what this new tax code is in reference to and how it affects the city.

MOTION: I make a motion to approve this ordinance.

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

11. Consideration and **ACTION** regarding the Bexar Appraisal District 2007 Budget Surplus Appropriation.

NO ACTION.

12. Consideration and **ACTION** to declare property located at 213 Concord a public nuisance.

MOTION: I'll make that motion (to declare 213 Concord a public nuisance).

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

13. Consideration and **ACTION** to adopt an ordinance enacting and adopting S-13 Supplement to the Code of Ordinances.

MOTION: I make a motion we approve.

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

14. Consideration and **ACTION** to enter into an agreement with Bexar County for a joint election. (Flores)

MOTION: I make a motion we approve.

Motion by: Bill Johnson Second: Charles Matthies 5/0/0 PASSED

15. Consideration and **ACTION** regarding San Antonio Independent School District's nomination of Joseph P. Vaughn to serve on the Bexar Appraisal District Board of Directors.

MOTION: I'd like to make a motion that we approve and support Mr. Vaughn for the Bexar Appraisal District trustee.

MOTION: Lamar Gillian Second: Miguel C. Valverde 5/0/0 PASSED

16. Consideration and **ACTION** regarding the city's 2008 Calendar Year holiday schedule.

MOTION: I make a motion to approve.

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

17. Consideration and **ACTION** regarding an application to apply for a business credit card.

City Administrator placed this on agenda to advise them of the problem staff has when going to make purchases, or reserving a room for training seminars. Application would be made with Frost Bank. He advised Council credit card would be monitored and that there would be internal control.

Staff was instructed to create a written policy before applying for a credit card.

MOTION: I make a motion we create a written policy, coordinate it with our auditor, and bring it back to council for approval before we vote on a credit card for the city.

Motion by: Lamar Gillian Second: Miguel C. Valverde 5/0/0 PASSED

18. 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. (Miller)

MOTION: I make a motion we approve the four resolutions. (Action Item #: 18, 19, 20, and 21)

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

19. Consideration and **ACTION** to adopt a resolution amending authorized representatives at Frost National Bank. (Miller)

Item #'s 18, 19, 20, and 21 were approved at one time.

20. Consideration and **ACTION** to adopt a resolution amending authorized representative at Texpool. (Miller)

Item #'s 18, 19, 20, and 21 were approved at one time.

21. Consideration and **ACTION** to adopt a resolution amending authorized representative at Lone Star Investment Pool. (Miller)

Item #'s 18, 19, 20, and 21 were approved at one time.

WORKSHOP:

DISCUSSION ITEMS:

22. Discussion regarding the city's contribution rate with the Texas Municipal Retirement System.

City Administrator stated he placed this on agenda to give council an update as to where TMRS is at as far as investments.

EXECUTIVE SESSION:

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

Council went into closed door execution session at 8:00 p.m.

Council reconvened in open door session and adjourned at 8:25 p.m.

24. Council may take possible **ACTION** on item discussed in executive session.

No Action.

ADJOURNMENT:

Meeting adjourned at 8:25 p.m.

City of Balcones Heights, Texas

By: _____
Delia Flores
City Secretary, TRMC

Minutes approved by City Council on January 14, 2008.