

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

MINUTES

DATE: March 10, 2008

TIME: 6:00 p.m.

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

Members Absent: NONE

SIGN IN SHEET: Roy L. Miller Ron Meyers Ambrose Vince
Dean Nelson

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 pledges.

PUBLIC COMMENT PERIOD

There were no citizens signed up for public comment.

1. PRESENTATIONS and REPORTS:

- a. Presentation by Nancy Vaughn regarding the Balcones Heights FY 2006-2007 audit report.

Nancy Vaughn came up and gave council a review of the highlights in the audit report and opened it up for questions.

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

Director of Tourism Lorenzo Nastasi went over the report previously handed out to council.

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for Regular Meeting of February 11, 2008.
- b. Approval of the February 2008 Check Register.
- c. Approval of Financial Report for month of February 2008.

MOTION: I make a motion that we accept items as presented.

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

BOARD AND COMMISSION APPOINTMENTS:

PUBLIC HEARINGS:

ACTION ITEMS:

3. Consideration and **ACTION** for proposed ordinance modifications regarding public nuisance and property owner's responsibility. (Meyers)

Code Enforcement Officer Ron Meyers came up and stated ordinance will make it easier for him to be able to enforce the law. Mr. Meyers answered questions asked by council.

MOTION: I make a motion we approve the ordinance as written.

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

4. Consideration and **ACTION** to adopt an ordinance to add Article I to Chapter 96 of the Balcones Heights Municipal Code setting regulations for the use of public parks. (Meyers)

Code Enforcement Officer Ron Meyers presented two signs to be placed at Rogiers Park upon council's approval. City Attorney Frank Garza and City Administrator Sean Pate also spoke regarding this issue and answered questions asked by council.

MOTION: I would like to make a motion that we strike sub-paragraph K eliminating moon walks and holiday bounces.

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

MOTION: I make a motion we strike N.

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

MOTION: I make a motion that we re-write that section to say pets are not allowed at the park.

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

MOTION: So move. (Under O. in ordinance move guns to end of sentence and add unless allowed by state law.)

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

MOTION: I make a motion that we accept the ordinance with the additions and deletions.

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

5. Consideration and **ACTION** to approve year five sales tax rebate report for payment to Target Corporation. (Miller)

City Treasurer Roy Miller gave council a report as to the amount of sales tax the city owed Target Corporation. He also stated there was a downward trend in the local economy.

MOTION: I make a motion we pay our bill to Target.

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

6. Consideration and **ACTION** to adopt an ordinance prohibiting parking at any time on Via Crossroads Blvd. and 6800 Block of N. W. Expressway. (Stannard)

Police Chief Bill Stannard explained this ordinance was to restrict parking on Via Crossroads on northbound and southbound curb line. He stated there have been complaints of tractor trailers parking there in the evenings and making it difficult for people getting out of Crossroads.

MOTION: I make a motion we take it as it is.

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

7. Consideration and **ACTION** to adopt a resolution regarding an employee evaluation system. (Pate)

Item 7 and 8 were discussed at the same time. City Administrator went over the Personnel Policy stating the proposed changes. There was discussion regarding the Personnel Policy and the employee evaluation system. City Administrator and City Attorney answered questions asked by council.

MOTION WAS MADE TO CHANGE MAY TO WILL on SECTION 13.06: Completion of Probation in Personnel Policy Manual which referenced the employee evaluation system.

Tape was changed at the time and exact motion by Councilman Gillian was not recorded. Mayor was recorded stating the motion and actual vote was also on recorded.

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

MOTION: I'd like to make a motion that we add initiative to all job positions in the performance appraisals. (categories of performance)

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

MOTION: I would like to make a motion that we accept the employee performance appraisal as presented with the two changes approved.

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

8. Consideration and **ACTION** to repeal Ordinance No. 12-91 Personnel Performance and Planning Program and incorporate Section 9.02 Employee Performance Appraisal into the Employee Personnel Policy Manual, amend Section 11.53 Office Personnel, 13.06 Completion of Probation, Section 27.02 Length, Section 38.01 Hours of Work, Section 40.02 Inventory of Job Classes, Section 40.03 Permanent Pay Table, Section 40.06 Longevity Compensation, and Section 40.13 Exhibit B Pay Scale (Pate)

Section 13.06 Completion of Probation: Motion made in Item 7

Shall be removed from probationary status, and **will** receive a one-step salary advance.

MOTION: (Add sentence to Section 27.02 Length) If a longer lunch period is required, the supervisor will adjust the workday accordingly to ensure a full workday is worked.

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

9. Consideration and **ACTION** regarding an auction to dispose of 2003 Ford Crown Victoria and inventory included on the list of items submitted for approval. (Pate)

City Administrator Sean Pate went over the recommended list to be approved by council for auction of items submitted by Department Heads.

MOTION: I move we approve the list.

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

10. Consideration and **ACTION** regarding city's website. (Pate)

No Action.

11. Consideration and **ACTION** regarding recommendation of city engineer for the Bobbies Lane, Community Development Block Grant (CDBG) street project. (Pate)

Councilman Valverde advised council of the committee's recommendation of Givler Engineering.

MOTION: I make a motion to go with Givler. (Condition county awarding funds and with condition county approves agreement)

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

12. Consideration and **ACTION** regarding Bexar Appraisal District verification of rates and exemptions for the 2008 appraisal season. (Pate)

MOTION: Make a motion we accept Mr. Miller's recommendation. (to leave it as is)

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

WORKSHOP:

DISCUSSION ITEMS:

13. Discussion and update on HUD approval of property located on the corner of Hillcrest Drive and Gentleman across the street from Justice Center. (Gillian)

Mayor Craven reported to council that HUD had questions about the EOC clause in the resolution. Mayor explained reason for that was to make sure it was compliant under FEMA and the National Incident Management Systems. Mayor also stated that the final approval has not been made.

EXECUTIVE SESSION:

ADJOURNMENT:

Meeting adjourned at 7:30 p.m.

City of Balcones Heights, Texas

By: _____
Delia Flores
City Secretary, TRMC

Approved – April 14, 2008 City Council Meeting