

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

MINUTES

DATE: September 13, 2010

TIME: 6:00 p.m.

Members Present: Suzanne de Leon (Mayor) Charles Matthies (Mayor Pro Tem)
Miguel Valverde Linda Pohl
Lamar Gillian Bennie Cass

Members Absent: none

Sign In Sheet: Damon Mason Roger Lawhead Kyle D. Bradley
Patrick Mayo

CALL TO ORDER AND RECORDING OF QUORUM

Mayor called the meeting to order and quorum was present.

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

Councilman Valverde gave the invocation and led the pledges.

PUBLIC COMMENT PERIOD

There was no one signed up for public comment.

1. PRESENTATIONS and REPORTS:

- a. Presentation for retiring Firefighter Brett Mainz. (Mayor/Prince)

Mayor presented Brett Mainz with plaque and Fire Chief and Fire Department presented him with a rifle.

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

Mr. Nastasi went over the highlights of the August 2010 report.

- c. Redevelopment Task Force Committee up-date. (Nastasi)

Mr. Nastasi updated council on the RTF committee activity and progress.

- d. Police Department Productivity Report. (Dominguez)

Police Chief came up and gave an update on Police Department activity.

- e. Development Services Coordinator Progress Report. (Cardenas)

Ms. Cardenas stated August was a busy month and gave an update on permits issued.

f. Proclamation – National Night Out 2010 (Mayor)

Mayor stated she would sign proclamation and mentioned Police and Fire Department will be working together to make this successful. Po

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for Regular Meeting of August 9, 2010.
- b. Approval of minutes for Special Meeting of August 16, 2010.
- c. Approval of the August 2010 Check Register.
- d. Approval of Financial Report for month of August 2010.

MOTION: I make a motion to approve in their entirety.

Motion by: Councilman Gillian Second: Councilwoman Pohl 5/0/0 PASSED

BOARD AND COMMISSION APPOINTMENTS:

PUBLIC HEARINGS:

3. City Council will conduct a **Public Hearing** on the Proposed Annual Operating Budget for Fiscal Year 2010-2011.

Public Hearing opened at 6:24 p.m.

City Administrator went over the 2010/2011 Fiscal Year budget. Mayor asked if anyone wanted to speak during this time but no one came up to speak.

Public Hearing closed at 6:31 p.m.

ACTION ITEMS:

4. Consideration and **ACTION** to approve providers for health, dental, and life insurance. (Feike/Pate)

Insurance Broker Bob Feike explained the insurance bid options and process for selection of the health, dental, and life insurance and made recommendations to council.

MOTION: I make a motion that we adopt the Blue Cross Blue Shield base plan with the buy up option, (Avesis) vision plan, (Standard) dental plan and the (Standard) life insurance plan.

Motion by: Councilman Gillian Second: Councilman Valverde 3/0/1 PASSED

Councilman Matthies – Abstention Councilman Valverde stepped out when vote was taken.

5. Consideration and **ACTION** to approve a preliminary design for Concord and to discuss Ozark and sewer line. (Pate/Lawhead)

Roger Lawhead from Slay Engineering came up to address council on this item.

MOTION: I make a motion to authorize for a bid alternate and approve design plan.

Motion by: Councilwoman Pohl Second: Councilman Gillian 5/0/0 PASSED

6. Consideration and **ACTION** to approve a digital billboard agreement between Clear Channel and the City of Balcones Heights. (Pate/Cardenas)

City Administrator went over the agreement with council and recommended approval.

MOTION: I make a motion to approve.

Motion by: Councilwoman Pohl Second: Councilman Valverde 5/0/0 PASSED

7. Consideration and **ACTION** to adopt an ordinance amending budget for the period of 10/1/2009 through 9/30/2010 and approve end of year requisitions. (Griffin)

Finance Director came up to update council on budget amendments and end of year funding of requisitions.

MOTION: I make a motion we approve the amended budget of 2009/2010 and also the year end purchase items that were presented under funding options.

Motion by: Councilman Gillian Second: Councilman Matthies 5/0/0 PASSED

8. Consideration and **ACTION** to adopt the 2010-2011 Annual Operating Budget for the period of 10/1/2010 through 9/30/2011. (Pate)

City Administrator recommended approval in its entirety.

MOTION: I make a motion to approve the annual operating budget for 2010-2011.

Motion by: Councilwoman Pohl Second: Councilman Cass 5/0/0 PASSED

9. Consideration and **ACTION** to vote on tax rate for the 2010 tax year. (Pate/Griffin)

City Administrator made the recommendation to adopt the effective tax rate of 0.558843, maintenance and operation of .530926 and a debt service rate of .027917.

MOTION: So move.

Motion by: Councilman Gillian Second: Councilman Valverde 5/0/0 PASSED

10. Consideration and **ACTION** to approve a system agreement between Tyler Technologies, Inc. and the City of Balcones Heights. (Murphy)

City advised council that agreement had been reviewed by court staff, judge, and city attorney. Staffs recommendation is to approve.

MOTION: I make a motion we approve the agreement.

Motion by: Councilman Gillian Second: Councilman Cass 5/0/0 PASSED

11. Consideration and **ACTION** to contract with MuniServices for a Standard Sales Tax Compliance Review. (Griffin)

Finance Director came up to advise council that this company will audit the sales tax and make sure city is getting all sales tax due.

MOTION: I make a motion we approve.

Motion by: Councilman Matthies Second: Councilman Gillian 5/0/0 PASSED

12. Discussion regarding the status of the Scofflaw Agreement with Bexar County Tax Assessor Collector. (Garza/Pate)

City Administrator gave two reports to council regarding red light cameras and gave information on collections of unpaid tickets. City Attorney stated attempts to contact the Tax Assessor Collector's office have been unsuccessful.

13. Consideration and **ACTION** to dissolve Citizens Street Repair Advisory Committee and Board of Adjustments and Appeals. (Mayor)

MOTION: I make a motion to eliminate the Citizens Street Repair Advisory Committee.

Motion by: Councilwoman Pohl Second: Councilman Valverde 5/0/0 PASSED

MOTION: I make a motion city council be appointed the Board of Adjustments and Appeals.

Motion by: Councilwoman Pohl Second: Councilman Gillian 5/0/0 PASSED

14. Update and possible **ACTION** on funding the 7th Annual RoQ & Ride Community Fest to be held in October. (Pate/Garza)

There was discussion on funding event. Concerns regarding this event were brought up by staff.

No action taken.

WORKSHOP:

DISCUSSION ITEMS:

EXECUTIVE SESSION: 8:07 P.M.

15. Discussion pursuant to Section 551.074 (Personnel) of the Texas Government Code to discuss the position of Interim City Administrator and the process to fill the position of City Administrator.

16. Discussion pursuant to Code § 551.071 (Consultation with Attorney) of the Texas Government Code to discuss master plan.

17. Discussion pursuant to Section 551.074 (Personnel) of the Texas Government Code to discuss the position of Municipal Court Prosecutor.

18. Discussion pursuant to Code § 551.071 (Consultation with Attorney) of the Texas Government Code discuss current status of Collective Bargaining negotiations with BHPOA.

RE-CONVENE IN OPEN SESSION: 9:15 P.M.

19. Council may take **ACTION** regarding items 15, 16, 17 and 18 discussed during executive session.

Item 15:

MOTION: I recommend we offer Interim City Administrator position to Mrs. Yvonne Griffin with return rights to her current position at the end of her interim position.

Motion by: Councilman Gillian Second: Councilman Matthies 5/0/0 PASSED

Item 17:

MOTION: I would like to make a motion the City of Balcones Heights advertise the position of City Prosecutor.

Motion by: Councilman Gillian Second: Councilwoman Pohl 5/0/0 PASSED

No Action on item 16 and 18

ADJOURNMENT:

Meeting was adjourned at 9:17 p.m.

Submitted by:

DELIA FLORES
City Secretary, TRMC

Minutes approved at the October 11, 2010 City Council meeting.