



THE STATE OF TEXAS §
CITY OF BALCONES HEIGHTS §
COUNTY OF BEXAR §

Suzanne de Leon, Mayor
Linda Pohl, Council Member Place 1
Madeline A. Slay, Council Member Place 2

Jack Burton, Mayor Pro Tem
Lamar Gillian, Council Member Place 4
Charles White, Council Member Place 5

REGULAR CITY COUNCIL MEETING AGENDA

NOTICE IS HEREBY GIVEN THAT THE ABOVE CALLED MEETING OF THE GOVERNING BODY OF THE CITY OF BALCONES HEIGHTS, TEXAS, WILL BE HELD ON **Monday, March 28, 2016, at 6:00 P.M.**, IN THE JUSTICE CENTER, LOCATED AT 3300 HILLCREST DRIVE, BALCONES HEIGHTS, TEXAS, 78201 TO CONSIDER AND ACT UPON ANY LAWFUL SUBJECT WHICH MAY COME BEFORE SAID MEETING, INCLUDING, AMONG OTHERS, THE FOLLOWING ITEMS TO BE DISCUSSED AND ACTED UPON:

CALL TO ORDER AND RECORDING OF QUORUM

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

Here are the words to the Texas pledge:

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

PUBLIC COMMENT PERIOD

At this time, citizens who have filled out a registration form prior to the start of the meeting may speak on any topic they wish to bring to the attention of the governing body so long as that topic is not on the agenda for this meeting. Citizens may speak on specific agenda items when that item is called for discussion. During the Citizens to be Heard section no council action may take place and no council discussion or response is required to the speaker. A time limit of three minutes per speaker is permitted; the council may extend this time at their discretion.

1. PRESENTATIONS and REPORTS:

- a. Community Relations Recognition
- b. Presentation of Muscular Dystrophy Association (MDA) "Fill the Boot"
- c. Proclamation - Mayor and County Recognition Day for National Service (Mayor)
- d. Update from Consultant Walter Serna (Serna)
- e. Community Initiatives Department Report – February 2016 (Nastasi)
- f. Police Department Report – February 2016 (Volz)
- g. Fire Department Report – February 2016 (Ward)

- h. Introduction of the new Code Compliance employee (Hoyl)
- i. Community Development Report and Code Compliance Update – February 2016 (Hoyl)
- j. Finance Department Update (Messick)

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for Regular Meeting of February 22, 2016
- b. Approval of Financial Report for month of February 2016

BOARD AND COMMISSION APPOINTMENTS

PUBLIC HEARINGS:

- 3. Council will conduct a Public Hearing on the city initiated request to to prohibit on premise pole signs in MXD District.
- 4. Council will conduct a Public Hearing on the city initiated request to regulate donation boxes.
- 5. Council will conduct a Public Hearing on the city initiated request to regulate Lot Coverage.

BUSINESS ITEMS:

- 6. Consideration and **ACTION** to approve a Resolution by the City Council of the City of Balcones Heights, Texas accepting an application concerning the creation of the City of Balcones Heights, Texas Housing Finance Corporation; authorizing city staff and consultants to undertake matters necessary and incidental to the corporation's creation; resolving other matters in connection therewith; and providing and effective date. (Harris)
- 7. Consideration and **ACTION** on recommendation from Planning and Zoning to to prohibit on premise pole signs in MXD District and adopt ordinance. (Hoyl)
- 8. Consideration and **ACTION** on recommendation from Planning and Zoning on the city initiated request to regulate donation boxes and adopt ordinance. (Hoyl)
- 9. Consideration and **ACTION** on recommendation from Planning and Zoning on the city initiated request to regulate Lot Coverage and adopt ordinance. (Hoyl)
- 10. Consideration and **ACTION** on amending the Credit Card Policy. (Messick)
- 11. Consideration and **ACTION** on amending the Purchasing Policy. (Messick)
- 12. Consideration and **ACTION** to renew the Muniservice Agreement to collect Hotel/Motel fees. (Messick)
- 13. Consideration and **ACTION** to rename the Department of Community Initiatives. (Nastasi/Harris)

14. Consideration and **ACTION** to adopt an ordinance declaring unopposed candidates as elected and cancel election ordered by Resolution No. 2016-01 to be held on May 7, 2016.
15. Discussion regarding modification of the Council Relations Policy for the appointment of Mayor Pro Tempore. (Mayor)
16. Consideration and **ACTION** on proposed submittal of the Community Development Block Grant application due on March 31, 2016 and acceptance if awarded. (Hoyl)
17. Discussion regarding the Strategic Plan Draft submitted by Dr. Lewis. (Mayor)

ANNOUNCEMENTS AND REQUESTS:

18. Announcements by City Administrator
 - a. Citizen Kudos
 - b. Recognition of City employee actions
 - c. New Departmental Initiatives
19. Requests by Mayor and Council Members for items to be placed on a future City Council agenda.
20. Announcements by Mayor and Council Members
 - a. City and community events attended and to be attended
 - b. City Council Committee and Liaison Assignments
 - c. Continuing education events attended and to be attended
 - d. Recognition of actions by City employees
 - e. Recognition of actions by community volunteers

EXECUTIVE SESSION:

21. Discussion pursuant to §551.086 of the Texas Government Code (Economic Development) regarding economic development matters.
22. Discussion pursuant to §551.086 of the Texas Government Code (Economic Development) regarding Economic Incentive Policy.

RE-CONVENE IN OPEN SESSION:

23. Council may take **ACTION** in open session on items discussed in Executive Session.

ADJOURNMENT:

DECORUM REQUIRED

Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer. Continuation of this type of behavior could result in a request by the Presiding Officer that the individual leave the meeting, and if refused, an order of removal.

The Balcones Heights City Council reserves the right to adjourn into **executive session** at any time to discuss any of the matters listed above, as authorized by Texas Government Code § 551.071 (Consultation with Attorney) § 551.072 (Deliberations about Real Property) § 551.073 (Deliberations about Gifts and Donations) § 551.074 (Personnel Matters) § 551.076 (Deliberations about Security Devices), and § 551.086 (Economic Development)

NOTICE OF ASSISTANCE AT THE PUBLIC MEETING

The City of Balcones Heights City Council meetings are available to all persons regardless of disability. This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations, should you require special assistance, must be made 48 hours prior to this meeting. Braille is not available. Please contact the City Secretary's office at 735-9148 or write to 3300 Hillcrest Drive, Balcones Heights, Texas 78201

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board, at the Justice Center / City Hall of Balcones Heights, Texas, in a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: **March 25, 2016, at 4:30 P.M.** and remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

City of Balcones Heights, Texas

DELIA FLORES, TRMC
City Secretary