

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

**Regular Meeting  
MINUTES**

**DATE: April 8, 2013**

**TIME: 6:00 p.m.**

Members Present:     Suzanne de Leon (Mayor)     Lamar Gillian (Mayor Pro Tem)  
                                  Miguel Valverde                     Charles White  
                                  Bill Johnson                         Madeline Slay

Members Absent:     None

Sign in Sheet:         Otto Moellering             Roger Lawhead             Rudy Perez

**CALL TO ORDER AND RECORDING OF QUORUM**

Meeting was called to order and quorum was present. City Attorney was not present but scheduled to arrive at 6:30 p.m.

**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***

Jack Burton – a resident of Balcones Heights had concerns with the skate park noise and street pole lights positioning. He mentioned he would like to go green with paper bags vs plastic bags.

Damon Mason – resident of Balcones Heights had concerns with 2013 newsletter article *In the Line of Duty*.

**1. PRESENTATIONS and REPORTS:**

- a. Community Initiatives/CVB Report. (Nastasi)

Mr. Nastasi came up and gave highlights of his report. He also answered questions he was asked regarding the Jazz Fest.

- b. Police Department Productivity Report. (Dominguez)

Chief Dominguez came up and gave highlights of his report. He also reported that one of his Fulltime Police Officers was hurt on his part time job and will not be at work for some time. The Mayor also mentioned the warrant round up one more time and its success.

- c. Fire Department Report. (Prince)

Fire Chief Prince came up and gave highlights of his report.

- d. Development Services Coordinator Report. (Boyd)

Mr. Boyd came up and gave highlights of his report.

**2. CONSENT AGENDA ITEMS:**

- a. Approval of minutes for Regular Meeting of March 11, 2013.
- b. Approval of the March 2013 Check Register.

MOTION: I make a motion to approve.

Motion by: Councilman White            Second: Councilman Johnson            5/0/0    PASSED

**BOARD AND COMMISSION APPOINTMENTS:**

3. Consideration and **ACTION** to approve Appointment #1 to the Planning and Zoning Commission. (Mayor)

City Administrator recommended to table because there were no applications turned in for appointment.

MOTION: So moved. (To table)

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

4. Consideration and **ACTION** to approve Alternate to the Planning and Zoning Commission. (Mayor) (same attachment as Item #3)

MOTION: I make a motion to table.

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

**ACTION ITEMS:**

5. Consideration and **ACTION** to approve contract to upgrade radio communications equipment. (Dominguez)

Police Chief Dominguez informed council that he needed approval to sign contract to get channels from Bexar County and that there was a monetary expense.

MOTION: So moved. (to approve Chief Dominguez signature)

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

6. Consideration and **ACTION** to approve purchase, sale & service agreement for the purchase of a Patrol/Narcotics detection dog. (Dominguez)

Chief Dominguez recommended to table this item.

MOTION: So moved. (To table)

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

7. Consideration and possible **ACTION** to adopt an ordinance amending the City's Investment Policy. (Griffin)

Finance Director Yvonne Griffin, City Administrator Amy Buckert, and Finance Clerk Floyd Messick presented this item.

MOTION: I make a motion to approve. (to amend the city's investment policy)

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

8. Consideration and **ACTION** to adopt an ordinance amending Chapter 39: City Policies and Fees Section 10 for credit card online users.(Griffin)

Finance Director informed council that since Traffic.com is now taking the online credit card payments with no expense to the city she recommends decreasing fees to 3% with no charge for items under \$25.00.

MOTION: So moved. (to approve decrease in credit card fees)

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

9. Consideration and **ACTION** to adopt an ordinance amending budget dated September 10, 2012 for Leisure Drive drainage expenses. (Griffin)

Finance Director informed council that the bids for this project came in higher and need to increase by \$2,400.00 for that project.

MOTION: I make a motion we approve. (the additional \$2,400.00)

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

City Attorney came in at 6:47 p.m.

10. Council will review, consider and may take **ACTION** on the FY 2012/2013 mid-year budget review. (Griffin)

Finance Director came up and gave an update of the city's finances.

MOTION: I make a motion we approve the amendment.

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

11. Consideration and **ACTION** to approve/disapprove an extension of the City's Depository or whether to send out request for proposals. (Griffin)

Finance Director asked council for direction whether to go out for RFP's or extend city depository for one more year.

MOTION: I make a motion to approve. (one year extension)

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

12. City Council will consider and may take **ACTION** to adopt an ordinance to amend Title XI: Business Regulations Chapter 116: Wreckers and Towing Companies. (Dominguez)

Chief Dominguez came up and stated that this ordinance was to address the concerns with citizens getting their vehicle towed at Luby's.

MOTION: I make a motion to approve.

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

13. Consideration and possible **ACTION** to adopt an ordinance regulating credit access businesses. (Mayor/Garza)

City Attorney Frank Garza went over the issues as it pertains to the ordinance and stated that state law may weaken the ordinance with proposed legislation.

Councilman Gillian recognized Jack Burton for making him aware of this issue and bringing it to City Council.

MOTION: I make a motion to approve.

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

14. Discussion and possible **ACTION** regarding Planning and Zoning's recommendation to approve the building permit submittal requirements as they pertain to design professionals and responsibilities. (Boyd)

Development Services Coordinator Mark Boyd came up to speak on this item.

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

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

**DISCUSSION ITEMS:**

15. Discussion regarding the disposition of city owned property known as HUD tracks 1, 2, and 3 from a chronological period 1993 to 2008. (White)

City Councilman White gave a history of city land that was designated for certain uses.

**EXECUTIVE SESSION:** 7:39 p.m.

16. Discussion pursuant to Section 551.086 of the Texas Government Code (Economic Development) regarding the 380 Agreement.

17. Discussion pursuant to Section 551.071 of the Texas Government Code (Attorney/Client Consultation) to discuss property on Gentleman and Hillcrest.

**RE-CONVENE IN OPEN SESSION:** 8:12 p.m.

18. Council may take **ACTION** on items discussed in executive session.

No action was taken.

**ADJOURNMENT:**

Meeting adjourned at 8:12 p.m.

**Submitted by:**

**DELIA FLORES, TRMC**  
**City Secretary**

**Minutes approved by City Council on May 13, 2013.**