

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

**MINUTES**

**DATE: February 10, 2014**

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

Members Present:     Suzanne de Leon (Mayor)     Lamar Gillian (Mayor Pro Tem)  
                          Miguel Valverde                     Madeline Slay 6:02 p.m.  
                          Jack Burton                             Charles White

Members Absent:     None

Sign in Sheet:       Roger Lawhead             Amanda Scranton             Henry Hannasch  
                          Lisa Merlo                 Bill Johnson

**CALL TO ORDER AND RECORDING OF QUORUM**

Meeting was called to order and quorum was present. The Mayor recognized the City Administrator for the 40 under 40 award she was given on February 6, 2014 at the Westin Hotel from the San Antonio Business Journal.

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

Councilman White gave the invocation and led the pledges.

***PUBLIC COMMENT PERIOD***

No one signed up to be heard.

**1. PRESENTATIONS and REPORTS:**

- a. Certificate of Appreciation for participation with Blue Marshall. (Dominguez)

Mayor de Leon and Chief Dominguez presented 14 Certificates of Appreciation to employees who donated their time to serve in the city events.

- b. Community Initiatives Department Report – Jan. 2014. (Nastasi)

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

- c. Police Department Report – Jan. 2014 and Racial Profiling Report. (Dominguez)

Chief Dominguez gave highlights of the Police Department Report and gave an explanation to council on the Racial Profiling Report.

- d. Fire Department Report – Jan. 2014 (Prince)

Chief Prince gave highlights of his report.

e. Development Services Coordinator Report – Jan. 2014. (Boyd)

Mr. Boyd gave highlights of his report.

f. Infrastructure Committee Report. (Gillian)

Councilman Gillian gave council an update of the meeting held on January 28, 2014.

**2. CONSENT AGENDA ITEMS:**

- a. Approval of minutes for Regular Meeting of January 13, 2014.
- b. Approval of minutes for Special Meeting of January 21, 2014.
- c. Approval of the January 2014 Check Register.
- d. Approval of Financial Report for month of January 2014.
- e. Quarterly Investment Report (October-December 2013)

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

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

**BOARD AND COMMISSION APPOINTMENTS:**

**PUBLIC HEARINGS:**

3. City Council will conduct a **PUBLIC HEARING** to hear from citizens regarding the Balcones Lofts MXD-PUD (BL-MXD-PUD) – Zoning District Requirements Ordinance

Public Hearing opened at 6:31 p.m.

City Administrator introduced this item and Councilwoman Slay went over some changes that were made and approved by the Commission at the Planning and Zoning meeting.

Some of the changes mentioned were in the following sections of the ordinance:

- Item #2 Site Plan
- Item #6f Internal driveways
- Item #6g Clear sight lines
- Item #7a Provide Screening
- Item #11 to add: City Council gets final approval of the Architectural Design
- Section 5. Severability

George Monsive – Chair of Planning and Zoning came up to ask questions on signage.

Councilman White recommended some changes to Item #15 and Section 5. Severability

Public Hearing closed at 6:49 p.m.

**WORKSHOP:**

**BUSINESS ITEMS:**

4. Consideration and **ACTION** to approve Planning and Zoning Commission's recommendation regarding the Balcones Lofts MXD-PUD (BL-MXD-PUD) – Zoning District Requirements Ordinance.

MOTION: So moved. (for discussion)

Motion by: Councilman Gillian Second: Councilwoman Slay

MOTION: So moved. (to approve ordinance with amendments to 11, and Section 5. Severability)

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

5. Consideration and **ACTION** to adopt an ordinance with Planning and Zoning Commission's recommended changes to Code Book Chapter 97 regarding impervious cover and allowed materials. (Public Hearing was held on January 13, 2014.)

Development Services Coordinator came up to address this item and answer any questions council may have.

MOTION: I make a motion to approve. (Adopt ordinance to amend Code Book Section 97:34 and Section 97:35 to exclude Section 152.21 Driveways)

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

6. Consideration and **ACTION** for direction on submittal of the Community Development Block Grant application due on February 18, 2014. (Buckert)

City Administrator stated this application will be for Leisure Street and is inclusive of the City Engineer's recommended repairs. The total request is for \$95,000.00.

MOTION: So moved. (to table to the next meeting)

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

7. Consideration and **ACTION** to approve change orders for Beryl Drive. (Buckert)

MOTION: So moved. (to approve change orders)

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

8. Consideration and **ACTION** amending existing ordinance sanitary sewer charges. (Griffin)

Councilman Gillian recognized Ms. Griffin for a report well done and easy to understand. Finance Director Yvonne Griffin gave a presentation on a sewer rate study and ordinance with proposed rates.

MOTION: So moved. (to approve Ordinance for Sanitary Sewer charges)

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

9. Discussion and possible **ACTION** regarding the recent vote to change Regular City Council meetings to the fourth Monday of the month, Planning and Zoning meeting date, and Newsletter deadlines. (Buckert/Nastasi)

MOTION: I would like to make a three part motion

- Recommend to the Planning and Zoning Commission that the meeting be changed to the third Tuesday of the month
- Consistent newsletter publication date (2<sup>nd</sup> Week After Regular City Council Meeting)
- Six weeks of events/activities on Calendar

Motion by: Councilwoman Slay      Second: Councilman Gillian      4/1/0      PASSED

Nay vote: Councilman White

10. Discussion and possible **ACTION** regarding regulation of dumpster size and pick up frequency in the commercial and multi-family areas. (Burton)

There was discussion as to how to make commercial properties be required to get bigger dumpsters or more pick-ups to eliminate trash overflow and health hazards in the city.

This item was tabled.

11. Update and possible **ACTION** regarding picking up after pets and supplying bags at the park. (Boyd)

There was discussion on signage at the park and citing violators but no action was taken. It was also stated that there is a current ordinance that does not allow dogs in the park.

12. Update and possible **ACTION** on street parking safety issues and obstruction of residential mailboxes. (Dominguez)

There was discussion on several solutions to this problem but there was no action taken.

13. Consideration and **ACTION** to adopt a resolution ordering a General Election to be held jointly with Bexar County on May 10, 2014. (Mayor)

MOTION: So moved. (to approve the resolution-General Election)

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

14. Consideration and **ACTION** to adopt a resolution opposing the mixed beverage permit liquor license for Brewski Pub. (Garza/Flores)

MOTION: Motion to approve. (resolution opposing Brewski Pub)

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

**EXECUTIVE SESSION:**

15. Discussion pursuant to Section 551.086 of the Texas Government Code (Economic Development) regarding project on Hillcrest and Gentleman.

There was nothing to address in executive session.

**RE-CONVENE IN OPEN SESSION:**

16. Council may take **ACTION** on item discussed in Executive Session.

City Council did not go into executive session.

**ADJOURNMENT:**

Meeting was adjourned at 8:59 p.m.

Submitted by:

Delia Flores, TRMC  
City Secretary

Minutes approved by City Council on March 24, 2014.