

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

MINUTES

DATE: August 25, 2014

TIME: 6:00 p.m.

Members Present:	Suzanne de Leon (Mayor) Lamar Gillian Madeline Slay	Jack Burton (Mayor Pro Tem) Charles White Linda Pohl
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Members Absent: None

Sign in Sheet:	Marshall Hebert	Angelina Gonzalez	James J. Gardon
	Otto Moellering III	Miguel C. Valverde	Martin C. Garay

CALL TO ORDER AND RECORDING OF QUORUM

Meeting was called to order and quorum was present.

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

Mayor de Leon called for a Moment of Silence for Elmendorf Police Chief Michael Pimentel who was killed in the line of duty.

Councilman Gillian then gave the invocation and led pledges.

PUBLIC COMMENT PERIOD

James Gardon – spoke in support of City Administrator

Miguel Valverde – A Thank You to City Administrator Amy Buckert and comment to Citizens

Angelina Gonzales – C6 Disposal – Unhappy with the service – Does not use – Does not want to pay

1. PRESENTATIONS and REPORTS:

a. Oath of Office – Planning and Zoning Chair and Vice Chair (Mayor)

Planning and Zoning Members were not present for the Oath of Office.

b. Community Initiatives Department Report – July 2014 (Nastasi)

Mr. Nastasi came up and gave highlights of his report. Mayor de Leon gave kudos for the success of the Balcones Heights Summer Trash Bash.

c. Police Department Report – July 2014 and Oath of Office – New Hires (Pena)

Chief Pena came up and gave highlights of her report. She also gave the Oath of Office to Police Officer Matthew Moncivais.

d. Oath of Office – Interim Fire Chief Brock Ward (Mayor)

Items 1 e and 1f were addressed before 1d.

Mayor de Leon gave the Oath of Office to Interim Fire Chief William B. Ward.

e. Fire Department Report – July 2014 (Ward)

Chief Ward gave highlights of his report.

f. Development Services Coordinator Report – July 2014. (Boyd)

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

g. Update regarding Bexar Metro 911 (Mayor)

Mayor de Leon gave an update on topics discussed at the meeting she attended.

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for Workshop of July 10, 2014
- b. Approval of minutes for Special Meeting of July 23, 2014
- c. Approval of minutes for Regular Meeting of July 28, 2014
- d. Approval of the July 2014 Check Register
- e. Approval of Financial Report for month of July 2014

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

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

BOARD AND COMMISSION APPOINTMENTS:

PUBLIC HEARINGS:

WORKSHOP:

BUSINESS ITEMS:

Items #17, #11, #8, and Executive Session Items #19, #20, and #21 were addressed before Item #3.

3. Consideration and **ACTION** to amend memorandum from Mayor Suzanne de Leon on New Procedure dated June 21, 2014. (White)

Tabled for next meeting.

4. Consideration and **ACTION** regarding authority for employment or dismissal of Department Heads. (White)

Tabled for next meeting.

5. Consideration and **ACTION** to make changes and additions to the Council Policy. (White)

Tabled for next meeting.

6. Discussion and **ACTION** regarding revisiting the grievance policy. (White)

Tabled for next meeting.

7. Consideration and **ACTION** to amend Ordinance No. 2012-01 regarding council meeting procedures. (White)

Tabled for next meeting.

Item # 8 was addressed after Executive Session and before item #3.

8. Briefing from police department consultant's review of department policies and personnel. (Rathburn)

A power point presentation was given by Rathburn and Associates on some of the following topics:

- City Administrator and Goals
- Department gave a high level of support with assessment
- Crime Statistics
- Hiring Standards
- Sergeant Promotional Board
- Staffing, Scheduling, Dispatch Problems
- Use of Force
- Issues with Fitness
- Traffic Enforcement
- Drug Usage and Crime
- Stronger Relationship with Community (Business, Apartments, Residents)
- Management Supervision between Patrol Sergeant and Chief
- Reassign Officers
- Top Priority: Relationship between Code Enforcement, Police Department, and Apartment Managers
- Management Changes I Left off here
- Management Changes II
- Management Changes III
- Good News
- Conclusion

Item #9 was addressed before Item #3

9. Consideration and **ACTION** to adopt an ordinance with the proposed change to the Zoning Code adding Section 5.3: Temporary Portable Storage Unit (Residential) and Section 5.4: Temporary Portable Storage Unity (Commercial to Chapter 153 of the Code Book. (Boyd).

Mr. Boyd came up to speak on this item that failed to pass at a previous meeting that Councilman White brought back.

MOTION: Motion to approve.

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

Item #10 was addressed before Item #3

10. Recommendations and direction from City Council on the Annual Planning and Zoning Work Plan and discussion on appointing Place #2 and an Alternate. (Boyd)

Recommendation was made for City Council to bring forth ideas or items they would like for the Planning and Zoning Commission to add to the 2015 Work Plan.

11. Discussion and possible **ACTION** to approve a location for the Balcones Heights Community Garden. (Mayor)

Joe Rincones and James Gardon came up to speak on this item. Recommendation was made to have community garden at a corner of Rogiers Park next to the old Winn property with dimensions.

MOTION: So moved. (Motion to approve location to be Rogiers Park)

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

City Council convened in Executive Session after Item #11 at 6:59 p.m.

Item #12 was addressed before Item #3

12. Consideration and **ACTION** to amend the Ambulance Service Agreement between Acadian Ambulance Service of Texas, LLC and the City of Balcones Heights. (Mayor)

Chief Ward came up to explain the agreement and the lower annual cost negotiated for the City of Balcones Heights.

MOTION: Motion to approve.

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

Items #13 – Items # 15, 16, and 18 were addressed before Item #3

13. Consideration and **ACTION** to renew the State and Local Task Force Agreement for Drug Enforcement Administration. (Pena)

Officer Joey Sepulveda came up to speak on this item.

MOTION: Motion to approve.

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

14. Discussion and possible **ACTION** regarding the yellow stripe parking ordinance approved for Pleasant Drive in the May 2014 city council meeting. (Boyd)

Mr. Boyd came up to speak on this item.

Councilman Burton stated that because of the Pavilion Rental ordinance it will dwindle some of the parking concerns.

MOTION: I make a motion to repeal the ordinance for yellow striping on Pleasant Drive.

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

15. Discussion and Update on plans to remodel the Courtroom which will also accommodate council meetings and other meetings as needed. (Mayor/Boyd)

Mr. Boyd came up to speak on this item. He informed council that the third bid did not come in.

Funds have not been budgeted for this item and needs to go through the unfunded process.

16. Discussion and possible **ACTION** to conduct a workshop with a facilitator for a team building session with Council. (Burton)

Councilman Burton pulled item 16.

17. Discussion and possible **ACTION** regarding Community Center rental and plan to clean up after events noted on letter of concern received from resident, Frank Hebert. (Mayor)

Mr. Marshall Hebert came up to express his concerns with trash, lights left on, children playing outside, parking, etc. during the rental of the Community Center. He would like to get it shut down.

Councilman Gillian gave the staff the following directive to bring back to the next council meeting:

- Profit/Loss
- Capital Cost Amortized over a 15 year period
- Who rents it? Residents or Non-Residents

18. Discussion regarding the purchase of the property located at 302 Glenarm Place. (Mayor)

Property owner wanted to notify the city that he is selling the property and that it is located in the flood zone.

Councilman Gillian stated the city does not have any funds to go into flood plain purchase program.

EXECUTIVE SESSION: 6:59 p.m.

19. Discussion pursuant to § 551.074 (Personnel Matters) of the Texas Government Code regarding the process to fill the position of City Administrator.

20. Discussion pursuant to Sections 551.071 (Attorney/client consultation) and 551.074 (Personnel Matters) of the Texas Government Code to discuss police department consultant review of department policies and personnel. (Rathburn/Garza)

21. Discussion pursuant to § 551.086 (Economic Development) to hear update from consultant on NRP project regarding funding. (Serna)

RE-CONVENE IN OPEN SESSION: 9:03 p.m.

22. Discussion and possible **ACTION** regarding matter discussed in Executive Session.

No Action was taken on the Executive Session items.

ADJOURNMENT:

Meeting adjourned at 10:00 p.m.

Submitted by:

DELIA FLORES, TRMC
City Secretary

Minutes approved by City Council on September 22, 2014