

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

**MINUTES**

**DATE: January 26, 2015**

**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:	H.J. Hannasch Jason Banis Elizabeth Wells Betsy C.	Roger Lawhead Bill Johnson Jim Gardon Holly Machann	Otto G. Moellering Richard Espinoza Janice Love Luz Renteria
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**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**

Councilman White gave the invocation and led pledges.

**PUBLIC COMMENT PERIOD**

No one signed up to be heard.

**1. PRESENTATIONS and REPORTS:**

- a. Community Initiatives Department Report – December 2014 (Nastasi)

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

- b. Police Department Report – December 2014 (Pena)

Interim Chief Pena came up to give the highlights of her report. She was asked to give an explanation of Leads Online a tool the police department acquired to recoup stolen property.

- c. Certificates of Appreciation – Blue Marshal Event (Pena)

Interim Chief Pena handed out certificates of appreciation to all who came out to support the Blue Marshal event.

- d. Fire Department Report – December 2014 (Ward)

Fire Chief Ward came up to give highlights of his report.

- e. Community Development Report and Code Compliance Update – December 2014 (Hoyl)

Mrs. Hoyl came up to give highlights of her report. She also updated council on Beryl Drive and the flasher signs by St. Gregory's.

- f. Finance Director Report - (Messick)

Mr. Messick came up and gave an update of his report.

2. CONSENT AGENDA ITEMS:

- a. Approval of minutes for Regular Meeting of December 15, 2014
- b. Approval of Financial Report for month of December 2014
- c. Quarterly Investment Report (October – December 2014)

MOTION: Motion to approve in its entirety.

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

**BOARD AND COMMISSION APPOINTMENTS - None**

**PUBLIC HEARINGS - None**

**BUSINESS ITEMS:**

- 3. Consideration and **ACTION** adopting a Memorandum of Understanding (MOU) between VIA Metropolitan Transit and the City of Balcones Heights. (Serna/Nastasi)

Consultant Walter Serna came up to update the council on this matter that was postponed at the last meeting. He stated that the Real Estate committee voted unanimously to move this non-binding MOU forward. Next steps for the Transit Development with Housing project are as follows:

- Future Public Facilities Corporation (PFC) workshops
- Term sheet
- Negotiate Development Agreement

MOTION: I make a motion that we approve.

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

Council convened in closed session at 6:47 p.m. to hear Item 15, 16, and 17.

- 4. Consideration and **ACTION** to adopt a resolution for the ICMA Retirement Corporation 457 Deferred Compensation Plan. (Messick)

Finance Director came up to address this item regarding 457 Deferred Compensation plans.

MOTION: Motion to approve.

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

5. Consideration and **ACTION** to adopt an ordinance amending the budget for FY 2014/2015 for the installation of two solar powered School Zone flasher assemblies on Beryl Drive at St. Gregory Catholic School. (Messick)

Finance Director stated the amendment was for the installation of the two signs to be placed by the St. Gregory's school and funded from the child safety fund.

MOTION: I make a motion to approve.

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

6. Consideration and **ACTION** to accept the bid proposal from R. L. Jones in the amount of \$296,200.95 for the Hannasch Street Reconstruction. (Harris/Hoyl)

The Director of Community Development made recommendation to accept bid proposal from R.L. Jones for the Hannasch Street Reconstruction project.

Engineer Roger Lawhead gave some background on R.L. Jones and past performances.

MOTION: Motion to approve.

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

7. Consideration and **ACTION** regarding approval of an Intergovernmental Cooperative Agreement with Bexar County for Community Development Block Grant Program Year 2014 to fund Leisure Dr., Phase I. (Harris/Hoyl)

City Administrator spoke on this item and recommended to phase out the Leisure Drive project with this year and next year's grant funds.

MOTION: Motion to approve.

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

8. Consideration and **ACTION** to adopt a resolution approving the proposed submittal of the 2015 Community Development Block Grant application due on February 17, 2015. (Harris/Hoyl)

MOTION: Motion to approve.

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

9. Consideration and **ACTION** to adopt an ordinance to amend the budget dated September 22, 2014 to replace two or three part time dispatch positions with one full-time position. (Pena)

Chief Pena came up to request that a full-time dispatcher be added instead of using part time dispatchers in order to schedule more efficiently.

MOTION: Motion to approve.

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

10. Discussion regarding City Public Service (CPS) and street lights. (Harris)

The city was made aware of an agreement that was made in 1963 to share the cost on lighting that has been estimated to be approximately \$19,000.00 annually.

11. Consideration and **ACTION** to adopt a resolution ordering a Joint/General Election to be held with Bexar County on May 9, 2015. (Mayor)

MOTION: To approve.

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

**ANNOUNCEMENTS AND REQUESTS:**

12. Announcements by City Administrator

- Citizen Kudos
- Recognition of City employee actions
- New Departmental Initiatives

Verizon bill reduced  
Tablets purchased  
Code Book supplement review

13. Requests by Mayor and Council Members for items to be placed on a future City Council agenda.

14. Announcements by Mayor and Council Members.

- City and community events attended and to be attended
- City Council Committee and Liaison Assignments
- Continuing education events attended and to be attended
- Recognition of actions by City employees
- Recognition of actions by community volunteers

**EXECUTIVE SESSION:** (6:47 p.m.)

15. Discussion pursuant to § 551.074 (Personnel Matters) of the Texas Government Code regarding employment agreement for City Administrator David Harris.

16. Discussion pursuant to § 551.074 (Personnel Matters) of the Texas Government Code regarding the position of Chief of Police and Fire Chief.

17. Discussion pursuant to § 551.086 of the Texas Government Code (Economic Development) regarding update from consultant Walter Serna and Lorenzo Nastasi on economic development projects.

**RE-CONVENE IN OPEN SESSION:** (7:27 p.m.)

18. Council may take **ACTION** in open session on Items discussed in Executive Session.

MOTION on Item 15: I would like to make a motion that we extend the contract with Mr. Harris.

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

Nay Vote: Councilman Burton

Item 16: No action

Item 17: No action

Item 4 was addressed after Item 18.

**ADJOURNMENT:**

Meeting adjourned at 8:26 p.m.

**Submitted by:**

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

***Minutes were approved at the City Council meeting on February 23, 2015.***