

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

Minutes

Date: July 25, 2016

TIME: 6:02 p.m.

Members Present: Suzanne de Leon Miguel Valverde Jack Burton  
Charles White Lamar Gillian

Members Absent: None

Sign in Sheet: None

**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**

- **5-year-old Minerva Sophia Dean - Pledge of Allegiance and Recognition**

Mayor de Leon presented Minerva Dean with a certificate of appreciation.

**PUBLIC COMMENT PERIOD**

There were no citizens signed up to be heard.

**1. PRESENTATIONS/UPDATES:**

- a. Update from Consultant Walter Serna (Serna)

No update was given.

**2. CONSENT AGENDA ITEMS:**

- a. Approval of minutes for Regular Meeting of June 27, 2016
- b. Approval of Financial Report for month of June 2016
- c. Approval of Quarterly Investment Report – for period ending June 30, 2016

MOTION: Motion to approve.

Motion by: Councilmember Burton Second: Councilmember Valverde 4/0/0 PASSED

**BOARD AND COMMISSION APPOINTMENTS**

None

**PUBLIC HEARINGS: 6:08 p.m.**

- 3. Council will conduct a **PUBLIC HEARING** for the Balcones Heights Crime Control & Prevention District's proposed annual operating budget for the period of October 1, 2016 through September 30, 2017.

Public Hearing open and closed at 6:08 p.m.

**BUSINESS ITEMS:**

4. Consideration and **ACTION** regarding approval of an Intergovernmental Cooperative Agreement with Bexar County for Community Development Block Grant Program Year 2015 to fund Leisure Dr., Phase II. (Hoyl)

Ms. Hoyl, Director of Community Development came up and gave an update to council on match and fiscal impact of the project.

MOTION: Motion to approve.

Motion by: Councilmember Gillian Second: Councilmember Burton 4/0/0 PASSED

5. Consideration and **ACTION** to adopt a Resolution approving FY 2016-17 Balcones Heights Crime Control & Prevention District Budget. (Messick)

Finance Director Floyd Messick came up to present this item on the Crime Control budget for FY 2016/2017.

MOTION: So moved. (To approve)

Motion by: Councilmember Gillian Second: Councilmember White 4/0/0 PASSED

6. Discussion regarding the FY 2016-17 proposed budget calendar.

Finance Director presented city council with budget calendar.

7. Consideration and **ACTION** to approve audit services be provided by Armstrong, Vaughan and Associates, P.C. for fiscal year ending September 30, 2016.

MOTION: So moved. (To approve)

Motion by: Councilmember Valverde Second: Councilmember Burton 4/0/0 PASSED

8. Discussion and possible **ACTION** regarding the Balcones Heights Strategic Plan. (Mayor)

None

9. Consideration and **ACTION** to approve Council committee appointments. (Harris)

City Administrator David Harris informed council of committee vacancies for Place 1. Vacancies held by City Councilmember Pohl were the Audit/Investment/Budget, Code Enforcement, and Website committee.

Councilmember Valverde – Audit/Investment/Budget

Website appointment not needed

Councilmember Burton – Code Enforcement

MOTION: Motion to approve.

Motion by: Councilmember Burton Second: Councilmember Gillian 4/0/0 PASSED

10. Consideration and **ACTION** to appoint a Mayor Pro Tempore.

Mayor de Leon stated Council Place 2 would be the next appointed Mayor Pro Tempore.

MOTION: Motion to approve Councilmember Valverde as Mayor Pro Tempore.

Motion by: Councilmember Burton Second: Councilmember Gillian 4/0/0 PASSED

**ANNOUNCEMENTS AND REQUESTS:**

11. Department Report Q&A *(Reports included in Packet)*

12. Announcements by City Administrator

- a. Citizen Kudos
- b. Recognition of City employee actions
- c. New Departmental Initiatives

None

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

None

14. Announcements by Mayor and Council Members

- a. City and community events attended and to be attended
- b. City Council Committee and Liaison Assignments

Committee Assignments – May 2016

	Audit/Investment/Budget	BHPOA Negotiations	Code Enforcement	Infrastructure & Facilities	Planning & Zoning	Website	
Mayor de Leon	+	+	+	+	+	+	+ = Ex Officio
Councilmember Pl. 1-Vacant	X		X			X	
Councilmember Pl. 2-Valverde		X	X		X		
Councilmember Pl. 3-Burton				X	X		
Councilmember Pl. 4-Gillian	X	X					
Councilmember Pl. 5-White				X		X	
City Administrator	X	X		X	X		
Community Development Dir			X	X			
Economic Development Dir						X	
Fire Chief				X			
Police Chief			X				
Finance Director	X						

- c. Continuing education events attended and to be attended
- d. Recognition of actions by City employees
- e. Recognition of actions by community volunteers

- Councilmember Valverde commended the Police Chief on information provided on reports.

**EXECUTIVE SESSION:** 6:29 p.m.

15. Discussion pursuant to §551.086 of the Texas Government Code (Economic Development) regarding economic development project utilizing city owned property.

16. Discussion pursuant to §551.074 (Personnel Matters) regarding the process to fill vacancy for City Council Place 1.

**RE-CONVENE IN OPEN SESSION:** 7:10 p.m.

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

MOTION FOR ITEM 16: To accept applications no later than Friday, September 9, 2016 to fill Council Place 1 vacancy to be reviewed by council.

Motion by: Councilmember Gillian Second: Councilmember Valverde 3/1/0 PASSED

Nay vote: Councilmember White

**ADJOURNMENT:**

Meeting was adjourned at 7:15 p.m.

**Submitted:**

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

Minutes approved at the August 22, 2016 City Council meeting.