

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

Minutes

Date: November 20, 2017

TIME: 5:30 p.m.

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

Members Absent: Stephen Lara

Sign In Sheet: Roger Lawhead HJ Hannasch Mike Boulanger  
Roger Mendez Priscilla Almendarez Arri Davis

**CALL TO ORDER AND RECORDING OF QUORUM:**

Meeting was called to order and quorum was present.

Mayor de Leon announced the Executive Session items at 5:31 p.m. and moved to the closed-door session.

**5:30 p.m. EXECUTIVE SESSION:**

1. Discussion pursuant to §551.086 (Economic Development) of the Texas Government Code regarding possible business development near or around Fredericksburg Road.
2. Discussion pursuant to §551.086 (Economic Development) of the Texas Government Code VIA project.
3. Discussion pursuant to §551.074 (Personnel Matters), of the Texas Government Code, regarding City Administrator's evaluation.

**RE-CONVENE IN OPEN SESSION:** 6:26 p.m.

4. Council may take **ACTION** in open session on item discussed in Executive Session.

There was no action on Items 1 and 2.

Item 3: Mayor de Leon will meet with City Administrator in reference to evaluation.

**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:**

No one signed up to be heard.

**5. PRESENTATIONS/UPDATES:**

- a. Update – Consultant Walter Serna

Mr. Serna was present for Executive Session.

b. Update on Grackle Abatement (Texas Bird Services)

Arri Davis from Texas Bird Services came up and gave a report on how the process works.

c. Briefing on Glenarm Project Phase I (Roger Lawhead)

Roger Lawhead from Slay Engineering came up and gave an update on Glenarm Project Phase I. He informed council that there will be a meeting with the residents to let them know about the project.

d. Proclamation – School Choice Week (Mayor)

Mayor de Leon read the proclamation and asked that the proclamation be mailed to the School Choice Week representative.

**6. CONSENT AGENDA ITEMS:**

- a. Approval of minutes for Regular meeting of October 23, 2017
- b. Finance Report for the month of October 2017

MOTION: Motion to approve in its entirety.

Motion by: Council Member Gillian Second Council Member Valverde 4/0/0 PASSED

**BUSINESS ITEMS:**

7. A **PUBLIC HEARING** will be held on a Special Use Permit application submitted by Mike's Rookies, Inc./Michael Boulanger for a Neighborhood Bar at 4515 Fredericksburg Rd., CB 5894 BLK LOT E 290 OPN, 300 OF 4, 2 42 OF N 300 OF 3. Public Hearing opened September 25, 2017 at 6:16 p.m. continued on October 23, 2017 and recessed for November 20, 2017.

Public Hearing opened at 6:39 p.m.

- Director of Community Development Rita Hoy gave a power point presentation
- Applicant Mike Boulanger came up to speak on his concerns with requirements of Special Use Permit
- Roger Mendez – Resident of Balcones Heights came up to speak on concerns with having a bar close to his neighborhood
- Ashley Leising – Resident of Balcones Heights

Public Hearing closed at 6:59 p.m.

8. Discussion and **ACTION** on Planning and Zoning Commission's recommendation for Special Use Permit submitted by Michael Boulanger for a Neighborhood Bar at 4515 Fredericksburg Rd. (Hoyl)

Staff's recommendation is to approve the conditions discussed with City Administrator presented tonight.

There was a question and answer period before motion.

MOTION: Motion to approve staff's recommendation as presented tonight:

- No deck/patio will be constructed; therefore, no outdoor music
- Upgrading the exterior of the building
- Enclosing dumpsters
- Adding landscaping on the property
- Rehab/restripe parking lot.

Motion by: Council Member Gillian Second Council Member Burton 4/0/0 PASSED

MOTION to Amend to allow enclosed patio without music

Motion by: Council Member White Motion failed for lack of second

9. **PUBLIC HEARING:** Re-Zone Application submitted by Alegria De Sol LLC, 6901 W. Interstate 10, CB 5508 blk lot n irrg 56.7 FT OF 11& S IRRG 125 FT OF 13 to re-zone from R1 Single Family Residence to R-4 Multifamily Residence.

Public Hearing opened at 7:17 p.m.

Rita Hoyl gave a power point presentation on the background of the re-zone application.

Henry Hannasch – In favor of re-zone

Public Hearing closed at 7:24 p.m.

10. Discussion and **ACTION** on Planning and Zoning Commission's recommendation on the Re-Zone Application submitted by Alegria De Sol LLC, 6901 W. Interstate. (Hoyle)

The Planning and Zoning Commission approved the re-zone unanimously and staff's recommendation was also to approve.

MOTION: Motion to approve re-zone from R-1 Single-family Residence to R-4 Low Rise Multifamily Residence.

Motion by: Council Member Valverde Second: Council Member Gillian 4/0/0 PASSED

11. Consideration and **ACTION** on Planning and Zoning Commission's recommendation on Site Plan application submitted by MHR Engineering for the proposed parking lot expansion for SOL Apartment. (Hoyle)

Rita Hoyle gave a power point presentation on the background of the site plan application submitted.

Planning and Zoning Commission and staff's recommendation was to approve.

MOTION: Motion to approve site plan.

Motion by: Council Member White Second: Council Member Burton 4/0/0 PASSED

12. Consideration and **ACTION** on a tree variance request to remove 14 protected trees at 6901/6945 IH-10 West for construction of 30 parking spaces. (Hoyle)

Rita Hoyl came up and gave a power point presentation on the background of the tree variance request submitted.

Council Member Valverde stepped out of the meeting briefly after second was made and was not present for the vote.

MOTION: Motion to approve.

Motion by: Council Member Gillian Second: Council Member Valverde 3/0/0 PASSED

13. Consideration and **ACTION** to adopt an ordinance amending Chapter 51: Sewer Lateral Responsibility. (Hoyl)

MOTION: Motion to approve the ordinance amending Chapter 51.

Motion by: Council Member Burton Second: Council Member Gillian 4/0/0 PASSED

Mayor called for a break at 7:47 p.m. and meeting reconvened at 7:53 p.m. Council Member White returned at 7:57 p.m.

14. A **PUBLIC HEARING** will be held on Amending Section 153.5.2.4 of the Balcones Heights Code of Ordinances as it pertains to storage and parking of recreational vehicles, boats, trailers and vehicles in residential districts. (Hoyl)  
*(Action Item Tabled in Planning and Zoning on 11-14-2017)*

Public Hearing opened at 7:53 p.m.

Public Hearing will continue to the city council meeting to be held on January 22, 2018 at 6:00 p.m.

15. Consideration and **ACTION** to approve two Change Order #4 in an amount not to exceed \$29,327.00 & #5 for a credit total of -\$6,260.56 for the Leisure Drive Phase II Project. (Hoyl)

Rita Hoyl and Roger Lawhead from Slay Engineering came up to speak on this item.

MOTION: Motion to approve Change Orders #4 and #5.

Motion by: Council Member Gillian Second: Council Member White 4/0/0 PASSED

16. Consideration and **ACTION** on a Resolution authorizing submission of an application to the Alamo Area Metropolitan Planning Organization for funding through the 2019-2022 Surface Transportation Program and commitment to a matching fund of 20% if the project is selected. (Hoyl)

Rita Hoyl came up to speak on this item and recommended approval of the resolution.

MOTION: I make a motion to accept the proposal for the MPO grant (Approval of Resolution).

Motion by: Council Member White Second: Council Member Gillian 4/0/0 PASSED

17. Consideration and **ACTION** on an application received to fill a vacancy on the Board of Adjustments.

MOTION: Motion to appoint Donovan J. Rodriguez to the Board of Adjustments and Appeals

Motion by: Council Member Valverde Second: Council Member White 4/0/0 PASSED

18. Consideration and **ACTION** on voting phase of selection process for election of Bexar Appraisal District Board of Directors for 2018-2019.

MOTION: Motion to vote for Amy McLin nominated by Castle Hills.

Motion by: Council Member White Second: Council Member Gillian 4/0/0 PASSED

**ANNOUNCEMENTS AND REQUESTS:**

19. Department Report Q&A

- Press release on bike patrol

20. Announcements by City Administrator

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

- Thanksgiving Holiday coming up next week.

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

None

22. Announcements by Mayor and Council Members

- a. City and community events attended and to be attended
- b. City Council Committee and Liaison Assignments
- c. Continuing education events attended and to be attended
- d. Recognition of actions by City employees
- e. Recognition of actions by community volunteers

There were no announcements.

**ADJOURNMENT:**

Meeting adjourned at 8:27 p.m.

**Submitted by:**

**DELIA R. SANCHEZ**  
**City Secretary**

Minutes approved at the City Council meeting held December 18, 2017.