

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

Minutes

DATE: December 13, 2021

TIME: 6:00 p.m.

Members Present: Suzanne de Leon Gloria Cantu Juan M. Lecea, Jr.  
Lamar Gillian Miguel C. Valverde Stephen Lara (6:07 p.m.)

Members Absent: None

Signed in Sheet: None

**CALL TO ORDER AND RECORDING OF QUORUM**

Mayor de Leon called the meeting to order and quorum was present.

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

Mayor de Leon gave the invocation and led the pledges.

**PRESENTATIONS**

- Introduction and Pinning of Officers
  - Police Officer Jerry Chery

Chief Jahanara introduced Officer Chery and his wife Anna, shared his bio, and was pinned by his wife.

- Warrant Program Presentation (Sanchez)

City Secretary Delia Sanchez gave a presentation on the court and warrant process. Officer Baety also briefed council on his daily operations.

**PUBLIC COMMENT PERIOD**

There was no one signed up to be heard.

**BUSINESS ITEMS:**

1. **CONSENT AGENDA ITEMS**

- a. Approval of minutes for Regular Meeting of November 15, 2021
- b. Finance Report for the month of November 2021
- c. Truist Resolution for Deposit Account (Messick)

MOTION: Motion to approve in their entirety. (Item C was pulled)

Motion by: Lamar Gillian      Seconded: Gloria Cantu      5/0/0      PASSED

2. Discussion and possible **ACTION** regarding the properties owned by the city located at 201 and 203 Altgelt Ave. (Nastasi/Thelen)

Council was briefed by Director of Economic Development Lorenzo Nastasi and Director of Community Development Janet Thelen regarding the two properties owned by the city on Altgelt Ave. and future use.

Question and answer period was had and no action was taken.

3. Strategic Plan Update. (Nastasi/Thelen)

- Reboot strategic plan
- Transformational Redevelopment

4. Economic Development Report. (Nastasi)

- EDC Meeting
  - Clay Binford's agreement clarification needed
  - Plan moving forward for space B-61
  - Branding

5. Finance Committee Update. (Gillian)

- Revenues and Expenses not totally reported yet
- Finance Committee Meeting – January 2022

6. Department Reports and Q&A (Police Department, Fire Department, Community Development, Finance, and Economic Development & Public Affairs)

Brief updates were given by the department heads

**ANNOUNCEMENTS AND REQUESTS:**

7. Announcements by City Administrator

- Thank you - Audit field work time
- COSA and boundaries
- Vacancies on BOA
- Length of Service Awards – Jan. 28<sup>th</sup>
- Holidays
- Neighborhood Watch Program
- Thank you – Christmas Jazz Festival
- Black Rifle Coffee
- Special Meeting on Friday

8. Announcements by Mayor and Council Members

- Employee Luncheon – Councilmember Cantu
- Jefferson High School Committee – Councilmember Lara

9. Agenda Item Requests by Mayor and Council Members to be placed on a future City Council agenda.

None

**EXECUTIVE SESSION:** 8:19 p.m.

10. Discussion pursuant to §551.074 (Personnel Matters), of the Texas Government Code, regarding City Administrator’s evaluation.

**RE-CONVENE IN OPEN SESSION:** 10:12 p.m.

Mayor de Leon stated the evaluation will be discussed with Mr. Harris.

MOTION: Motion to accept evaluation and Mayor’s actions in the future with Mr. Harris.

Motion by: Lamar Gillian      Second: Miguel Valverde      5/0/0      PASSED

**ADJOURNMENT:**

Meeting adjourned at 10:13 p.m.

Submitted by:

**DELIA R. SANCHEZ**  
City Secretary

**Minutes approved at the Council Meeting held on January 31, 2022.**