

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

Minutes

DATE: March 28, 2022

TIME: 6:00 p.m.

Members Present: Suzanne de Leon      Gloria Cantu      Juan M. Lecea, Jr.  
Lamar Gillian      Miguel C. Valverde      Stephen Lara

Members Absent: None

Signed in Sheet: Teresa Tatum      Henry Hannasch      Mark Saenz  
Sally Hadden      Frank Hebert

**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**

Councilmember Valverde gave the invocation and led pledges.

**PRESENTATIONS**

- New Employee Introduction – Teresa Tatum (Nastasi)

Lorenzo Nastasi introduced Teresa Tatum to the Mayor and City Council.

**PUBLIC COMMENT PERIOD**

There were no citizens signed up to be heard.

**BUSINESS ITEMS:**

1. **Presentation**, discussion, and acceptance of audit report for fiscal year ending September 30, 2021.

Auditor Kim Roach gave a briefing on the Annual Comprehensive Financial Report for the FY 2020-2021.

Mayor and Council were in consensus in acceptance of the audit.

2. **CONSENT AGENDA ITEMS**

- a. Approval of minutes for Regular Meeting of February 28, 2022
- b. Finance Report for the month of February 2022

MOTION: I make a motion to accept the consent agenda items.

Motion by: Juan Lecea      Seconded: Lamar Gillian      5/0/0      PASSED

3. Presentation followed by a **Public Hearing** to solicit input from the citizens on the possible distribution of American Rescue Plan Act (ARPA) funds. (Messick)

A power point presentation was given on the following topics:

- Purposes
- Background
- What is Allowed
- What is not Allowed
- Path of Least Resistance
- GFOA Recommendations
- Staff Recommends Revenue Replacement
- Links to Information on ARPA

Public Hearing opened and closed at 6:33 p.m.

4. Discussion and possible **ACTION** to approve resolution regarding the potential distribution of American Rescue Plan Act (ARPA) funds. (Messick)

MOTION: I make a motion to approve.

Motion by: Gloria Cantu      Seconded: Juan Lecea      a record vote of 5/0/0      PASSED

5. Consideration and **ACTION** to adopt a resolution to execute the Bexar County Community Development Block Grant Interlocal Agreement for the Pleasant Drive Street reconstruction project. (Thelen)

Janet Thelen gave a briefing on the Pleasant Drive Street Reconstruction and made recommendation to approve the CDBG Interlocal Agreement.

MOTION: So, moved. (to approve CDBG Interlocal Agreement)

Motion by: Miguel Valverde      Seconded: Lamar Gillian      a record vote of 5/0/0      PASSED

6. Discussion and possible **ACTION** regarding the city newsletter. (Valverde/Nastasi)

Councilmember Valverde briefed council on his concerns with the newsletter. Lorenzo Nastasi gave a power point presentation on the process and possible changes to be made.

Directive was given to staff to carry out the plan for a four-page monthly newsletter.

Mayor de Leon called for a five-minute recess and reconvened at 7:27 p.m.

7. Discussion and possible **ACTION** to approve a proposal and authorize payment for annual street repairs including fire department rear drive access as approved in ~~FY 2022-2023~~ FY 2021-2022 annual budget. (Thelen)

Janet Thelen briefed council on the repairs needed in several areas of the city. Three bids were presented to council.

MOTION: So, moved. (to approve 4B Paving)

Motion by: Lamar Gillian      Seconded: Juan Lecea      Motion withdrawn

MOTION: Motion to approve Delta T.

Motion by: Lamar Gillian      Seconded: Gloria Cantu      a record vote of 5/0/0      PASSED

8. Discuss and provide direction to staff regarding seeking an EPA Brownfields Assessment Grant during the application period in September 2022. (Harris/Thelen)

A power point presentation was given on the following topics:

- Why Should We Apply?
- What is a Brownfield?
- Who is eligible to apply?
- Types of Assessment Grants
- Benefits of Assessing Potential Brownfield Locations
- Present and Past Uses of Parcels
- Recommendation – Next Steps

Directive for staff to follow through with the next steps.

9. Comprehensive Land Use project update.

Update on Town Hall meeting

10. Strategic Plan Update. (Nastasi/Thelen)

Strategic Plan 2022

- Update
- Overall Goal: Future, Sustainability, Livability
- Publication
- Tracking Progress

11. Economic Development Corporation Summary. (Nastasi)

- Update on the EDC March 16, 2022 meeting
- Adjustments to Bylaws
- Branding Next Steps

12. Finance Committee Update. (Gillian)

- Sales tax
- Salary Survey

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

- Police Department Training
- Rifles and Shotgun Certification
- Fire Department Inspections and Alarm Systems
- Street Lights, Street Stripping's

**ANNOUNCEMENTS AND REQUESTS:**

14. Announcements by City Administrator

- April 4<sup>th</sup> – Bulk Pick-Up
- April 8<sup>th</sup> – Holiday
- Neighborhood Watch Meeting
- April 20<sup>th</sup> – Mental Health Seminar
- Workshops – Strategic Plan, Council Relations Policy
- Council Lap Tops
- Alamo Heights Nights

15. Announcements by Mayor and Council Members

- Blood Drive Update

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

- PACE Program
- C6 Increase
- 4210 Fredericksburg Rd.

**ADJOURNMENT:**

Meeting adjourned at 8:36 p.m.

**Submitted by:**

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

Approved by City Council at the regular meeting of April 25, 2022.