

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

Minutes

DATE: June 27, 2022

TIME: 6:00 p.m.

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

Members Absent: None

Signed in Sheet: Mark Saenz Frank Hebert Denise Kelley
Lee Garrett Chuck Gregory Agnes Lecea

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

Mayor de Leon led the pledge, called for a moment of silence, and gave the invocation.

PUBLIC COMMENT PERIOD

There was no one signed up to be heard.

PRESENTATION:

- GFOA's Certificate of Achievement for Excellence in Financial Reporting

Mayor de Leon recognized City Administrator and Finance Department

- Proclamation – 2022 National Payroll Week

Mayor de Leon presented Denise Kelley with the Proclamation for National Payroll Week.

BOARD AND COMMISSION APPOINTMENTS:

1. Consideration and **ACTION** to re-appoint Henry Hannasch as a member to the Board of Adjustments for the term of June 2022 – June 2024. (Mayor)

MOTION: Motion to approve. (Hannasch re-appointment)

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

2. Consideration and **ACTION** to re-appoint Helen Nicholson as Alternate to the Planning and Zoning Commission for the term of June 2022 – June 2024. (Mayor)

MOTION: I make a motion that we accept the re-appointment of Helen Nicholson.

Motion by: Gloria Cantu Seconded: Juan Lecea Record Vote 5/0/0 PASSED

BUSINESS ITEMS:

3. CONSENT AGENDA ITEMS

- a. Approval of minutes for Regular Meeting of May 23, 2022
- b. Finance Report for the month of May 2022

MOTION: So moved. (to approve consent agenda)

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

4. Consideration and **ACTION** to ratify Resolution No. 2022-06 for the application submitted for the Motor Vehicle Crime Prevention Authority (MVCPA) Grant Program. (Jahanara/Martin)

Chief Jahanara briefed council on this item and there was discussion.

MOTION: Motion to approve.

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

5. Consideration and **ACTION** to approve bid for Pleasant Drive Project contract. (Thelen)

Janet Thelen and City Engineer Jess Swain briefed council on this item.

MOTION: I make a motion to approve staff recommendation of RL Jones.

Motion by: Stephen Lara Seconded: Gloria Cantu Record Vote 4/1/0 PASSED

Nay Vote – Juan Lecea

6. Presentation & **ACTION** to accept the Economic Development Corporation fund's FY23 adopted budget. (Messick)

This item was tabled.

7. Presentation and **ACTION** to accept the Balcones Heights Crime Control District FY23 adopted budget. (Messick)

MOTION: Motion to accept the Crime Control District budget.

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

8. Discussion and possible action to approve the city's budget calendar for FY 2022-2023. (Messick)

MOTION: So moved. (to approve budget calendar)

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

9. Discussion regarding the Verra Mobility contract for photo enforcement of red light cameras. (Lecea)

Councilmember Lecea was looking for clarification on the agreement that was not signed by Verra Mobility for the Red Light Safety Program and the expenses to be incurred when current agreement expires. City Attorney and City Administrator gave update on the status.

10. Comprehensive Land Use project update.

No update was provided.

11. Provide an update to the Strategic Plan 2022 including the Park/Trail Master Plan, street reconstruction projects, Economic Development Corporation Strategic Plan, and EPA Brownfields Grant and offer direction to staff. (Thelen)

Monthly Update:

- Park/Trail Master Plan
- EPA Brownfields Grant RFQ
- Street Project Updates

12. Economic Development Corporation Summary. (Nastasi)

Report included in the packet.

13. Finance Committee Update. (Gillian)

- Minutes distributed
- Budget Calendar
- Performance in the month of May
- Maintenance program for PD

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

- PD working hours – from 10 hours to 8 hours
- Red Cross – Smoke Detectors
- Installed Washing Machine at Fire Department
- Brevity Coffee broke ground
- Town Homes sewer installation
- Issuing permits
- False Alarm Invoicing Process
- Budget Revenues increase – Grant receivables
- Alarm Permit Year to date collections

ANNOUNCEMENTS AND REQUESTS:

15. Announcements by City Administrator

- Neighborhood Watch Signs Installed
- July 20th EDC meeting
- Bastrop – TML Workshop
- July 4th Holiday
- July 16th – Clean Up
- July 15th and 29th Jazz Fest

16. Announcements by Mayor and Council Members.

- Newly Elected Officials Seminar attended

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

- Communication on city functions
- #6 on this agenda

EXECUTIVE SESSION: (Council did not go into Executive Session)

18. Discussion pursuant to §551.086 (Economic Development) of the Texas Government Code regarding the marketing and sale of city owned property.

19. Discussion pursuant to §551.072 (Real Estate) and §551.086 (Economic Development) of the Texas Government Code regarding the lease of property and possible business development near or around Fredericksburg Road.

RE-CONVENE IN OPEN SESSION: (N/A)

20. Council may act in open session on item discussed in Executive Session.

ADJOURNMENT:

Meeting adjourned at 7:47 p.m.

Submitted by:

Delia R. Sanchez
City Secretary

Minutes approved at the regular city council meeting held on July 25, 2022.