City of Balcones Heights

Regular City Council Meeting

3300 Hillcrest Drive, Balcones Heights, 78201

Minutes

DATE: August 22, 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:

***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 Suzanne de Leon gave the invocation and led pledges.

***Public Comment Period***

There were no citizens signed up to be heard.

**BUSINESS ITEMS:**

1. A **Public Hearing** will be held on the application submitted by Cody Cliff Company, DBA Central Finance for a Special Use Permit to operate a Financial Services – Personal Loan facility for the property located at 2810 Hillcrest Dr.

Public Hearing opened at 6:01 p.m.

Resident Jack Burton – Opposed to approving the SUP

Public Hearing closed at 6:03 p.m.

1. Council will consider and take **ACTION** on the recommendation from the Planning and Zoning Commission regarding the Special Use Permit for Cody Cliff Company, DBA Central Finance for property located at 2810 Hillcrest Dr.

Power Point Presentation: (Janet Thelen)

* Financial Services Personal Loan Business
* 2810 Hillcrest Drive
* Public Notice
* 200 ft. notices
* Plat
* P&Z Zoning Code Section 153.2.2.1
* Special Use Permits
* Central Finance
* 2800 Block Hillcrest Drive
* Zoning Map
* Infrastructure
* Parking Requirements
* Impact on adjacent properties
* Recommendation

Q & A

MOTION: Motion to move forward.

Motion by: Juan Lecea Seconded: FAILED for lack of second

1. Council will consider and take **ACTION** on the recommendation from the Planning and Zoning Commission regarding an application for Site Plan Review submitted by Rapid Express Car Wash, DBA Club Carwash for the property located at 4441 Fredericksburg Rd.

Power Point Presentation: (Janet Thelen)

* Limitation on approvals
* Club Car Wash
* Street View
* Plat – 4441 Fredericksburg Rd.
* Overall Site Plan
* Utility Plan
* Fire Protection Plan
* Hydrology/Drainage
* Building Elevation
* West Elevation
* Screening Requirements
* Signage
* Landscaping
* Exterior Paint
* P&Z Recommendation
* Vision Statement

Attorney Rob Killen (Representative for Club Car Wash)

* 4441 Fredericksburg Road Coffee Shop & Club Car
* Pictures of Car Wash and Coffee Shop
* Siesta Motel
* Existing Conditions

Q & A

Resident Jack Burton came up to state he is in favor but had a few questions.

MOTION: Motion to approve with additional screening as amended.

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

1. Consideration and **ACTION** to approve a resolution to renew agreement between the city and Acadian Ambulance Service of Texas, LLC. (Ward)

MOTION: So, moved. (To approve the resolution to renew agreement with no changes)

Motion by: Miguel Valverde Seconded: Stephen Lara Record Vote 5/0/0 PASSED

**6:59 p.m.** - Mayor de Leon called to move into Executive Session for discussion pursuant to §551.074 (Personnel Matters) regarding the City Administrator – Agenda Item #14.

Reconvened in open session at **7:25 p.m.** and skipped to Item #15 Announcements by City Administrator.

1. Consideration and **ACTION** to adopt an ordinance approving the budget for fiscal year beginning October 1, 2022 and ending September 30, 2023 and other matters in connection therewith. (Messick)

MOTION: I make a motion to adopt the annual budget of the City of Balcones Heights for the FY beginning October 1, 2022 and ending September 30, 2023.

Motion by: Lamar Gillian Seconded by: Miguel Valverde Record Vote 5/0/0 PASSED

1. Consideration and **ACTION** to adopt an ordinance by record vote to approve Tax Rate for 2022 tax year. (Messick)

MOTION: I make a motion to adopt the levying of an ad valorem tax rate of $0.583 for every $100.00 valuation for the support of the city government of the City of Balcones Heights, and approving the separate components of such tax rate for maintenance and operations and for debt service.

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

MOTION: I make a motion to ratify the approved tax rate which will raise more total property taxes than last year’s budget by $152,156 as reflected in the adopted 2022-2023 Fiscal year budget.

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

1. *CONSENT AGENDA ITEMS*
   1. Approval of minutes for Special/Workshop Meeting of July 22, 2022
   2. Approval of minutes for Regular Meeting of July 25, 2022
   3. Finance Report for the month of July 2022

MOTION: Motion to approve in their entirety.

Motion by: Lamar Gillian Seconded by: Stephen Lara Record Vote 5/0/0 PASSED

1. Comprehensive Land Use project update.

* Focus Group Meeting – Thursday, August 25, 2022
* Focus Group Meeting – Thursday, September 8, 2022

1. Provide an update to the Strategic Plan 2022 (Thelen/Nastasi)

* 2030 Planning
* Community Engagement
* Citizens Fire Academy
* Neighborhood Crime Watch
* Transformational Redevelopment
* Transportation Oriented Development
* Brownsfield
* Market Days - 01 Farmers Market
* Code Enforcement – Rental Properties
* 102 Leisure demolished
* Infrastructure
* Pleasant Project
* Grant Opportunity – Sidewalk Grant
* Roadway Striping
* Spirit Halloween
* AR Plan Review

1. Economic Development Corporation Summary. (Nastasi)

* Food Truck Festival – Halloween Theme
* Unbranding as Mall
* Essential City Services

1. Finance Committee Update. (Gillian)

* Committee met 8-25-2022 in the morning
* Analysis of salary adjustments

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

* PD Grant – Equipment
* Fire Truck Sold

1. Discussion and direction to staff regarding proposed amendments to Flood Insurance Rate Maps expanding the floodplains.

* San Antonio River Authority
* Flood Risk Review
* Resilience
* Risk Map Products
* How are floodplains identified
* 2010 Flood Insurance Rate Map
* Current Map

1. Discussion and **ACTION** to terminate City Administrator Contract.

MOTION: I make a motion that we accept his resignation effective Friday, August 26, 2022 with the terms being one month as a paid consultant and five months separation pay.

Motion by: Lamar Gillian Second: Gloria Cantu Record Vote 4/0/1 PASSED

Abstained: Stephen Lara

Item #5 was addressed after the vote on Item #14

***ANNOUNCEMENTS AND REQUESTS:***

1. Announcements by City Administrator.

City Administrator David Harris resigned effective August 26, 2022 and spoke on his accomplishments with help of his team.

Action was taken on Item #14 after Item #15

1. Announcements by Mayor and Council Members.

* Neighborhood Watch Program

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

* Revision of current contract and evaluation process for the City Administrator position
* Revision of job descriptions

**EXECUTIVE SESSION: 8:20 p.m.**

1. 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.
2. Discussion pursuant to §551.074 (Personnel Matters) and §551.071 (Consultation with Attorney) on the process to appoint an Interim City Administrator.
3. Discussion pursuant to §551.074 (Personnel Matters) and §551.071 (Consultation with Attorney) on the process to utilize for the selection of a City Administrator.

**RE-CONVENE IN OPEN SESSION: 9:06 p.m.**

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

No Action.

**ADJOURNMENT:**

Meeting was adjourned at 9:06 p.m.

**Submitted by:**

**DELIA R. SANCHEZ**

**City Secretary**

***Approved by City Council at the Regular Council meeting held September 26, 2022.***