

THE STATE OF TEXAS §  
CITY OF BALCONES HEIGHTS §  
COUNTY OF BEXAR §



*Johnny A. Rodriguez Jr., Mayor  
Jack Burton, Council, Place 1  
David Sellars, Council, Place 2*

*Juan M. Lecea, Jr., Council, Place 3  
Mark Saenz, Mayor Pro Tem/Council, Place 4  
Miguel C. Valverde, Council, Place 5*

# **REGULAR CITY COUNCIL MEETING AGENDA**

NOTICE IS HEREBY GIVEN THAT THE ABOVE CALLED MEETING OF THE GOVERNING BODY OF THE CITY OF BALCONES HEIGHTS, TEXAS, WILL BE HELD ON **Monday, August 26, 2024 at 6:00 p.m.**, IN THE JUSTICE CENTER/COUNCIL CHAMBERS, LOCATED AT 3300 HILLCREST DRIVE, BALCONES HEIGHTS, TEXAS, 78201 TO CONSIDER AND ACT UPON ANY LAWFUL SUBJECT WHICH MAY COME BEFORE SAID MEETING, INCLUDING, AMONG OTHERS, THE FOLLOWING ITEMS TO BE DISCUSSED AND ACTED UPON:

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

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

## Here are the words to the Texas pledge:

"Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible."

## **PUBLIC COMMENT PERIOD**

At this time persons who have submitted comments in writing prior to the meeting will have those comments read aloud and entered into the record. During the Citizens to be Heard section, no council discussion and/or action may take place except to place it on a future agenda so that it may be considered.

## **PRESENTATIONS:**

## **CONSENT AGENDA ITEMS:**

- a. Approval of minutes for Special/Workshop Meeting of July 8, 2024
- b. Approval of minutes for Regular Meeting of July 22, 2024
- c. Finance Report for the month of July 2024

## **BUSINESS ITEMS:**

## 1. Johnny Rodriguez, August 26, 2024 State of City Address. (Mayor)

2. Retirement Announcement and Acceptance of Gilbert Perales, City Administrator Effective September 20, 2024. (Mayor)
3. Retirement Announcement and Acceptance of Delia R. Sanchez, City Secretary Effective September 30, 2024. (Mayor)
4. Council will hold a **PUBLIC HEARING** to receive public comments on amending Section 153.3.1.16 of the Zoning Code for the property located at 7001 W IH 10 to allow the installation of a 55 ft. electronic sign with the dimensions of 15 ft. by 30 ft.
5. The City Council will consider and take **ACTION** on the Planning and Zoning Commission's recommendation regarding the request submitted by Tamir Enterprises LTD to allow the installation of a 55 ft. electronic sign for property located at 7001 W IH 10. (A. Lara)
6. Property Manager Sid Weiss to discuss issues pertaining to Wonderland of the Americas (WOTA). (Mayor)
7. Property Manager Sid Weiss to present power point presentation to discuss general plan to move the City's 2040 Strategic plan. (Mayor)
8. Discussion and **ACTION** to consider providing continued HOT Fund Financial Assistance to the Sociedad Cultural Hispano Americana for their annual event October 13, 2024 at the Wonderland of Americas. Sociedad Cultural Hispano Americana to present power point presentation. (Mayor)
9. The council will hold a **PUBLIC HEARING** to receive public comments regarding the adoption of the City of Balcones Heights property tax abatement guidelines and criteria.
10. Discussion to adopt a tax abatement ordinance with guidelines and policy statement on establishing criteria for tax abatement guidelines and evaluating incentive applications. (Perales)
11. Consideration and **ACTION** to adopt a resolution to approve the exclusive franchise agreement with Frontier Texas Ventures I, LLC for the collection, hauling and disposal of municipal solid waste. (Perales)
12. Discussion and Action to initiate process of contacting various educational colleges and universities to recruit retain and implement the use of unpaid interns to be independently assigned to assist with the operations of Mayor's Office, City Administrator, City Secretary, Police, Community Development, Community and Public Affairs Departments respectively. (Mayor)
13. Discussion and Action on utilizing best management practice to review and amend salary compensation, Job Description and duties of City Secretary. Upon completion of review the employment opportunity needs to be publicly advertised for the solicitation of applicants for the job opening of a City Secretary for the City of Balcones Heights (Mayor)
14. Discussion and Action on City Council Accepting Gilbert Perales, City Administrator Notice of Retirement effective September 20, 2024. Retain the executive recruitment services of Clear Career Professionals. In the interim prepare and offer a temporary contract for no more than

90 days employment to City Administrator Gilbert Perales at 50% reduction of his current salary in the spirit of goodwill/care and consideration of the city's severe budget deficit. Clear Career Professionals can provide a temporary city administrator and city secretary at a discounted hourly rate.

15. Discussion and possible action to request current City Administrator, Gilbert Perales, remain in role at current pay until a replacement, either temporary or full-time, has been hired, with a period of two weeks to transfer duties and bring the replacement City Administrator up to speed on city business. (CM Saenz)
16. Discussion and possible action to amend the Code Book of Ordinances Section 31.27 to include a requirement that any individual filling the role of City Administrator meet the minimum qualifications as detailed in the City Administrator Job Description. (CM Saenz)
17. Discussion and Action to discuss and address concerns to retain Davidson Troilo Ream & Garza, to conduct the search for City Administrator and the potential of a Conflict of Interest under the Texas Rules of Disciplinary Rules of Professional Conduct. (Mayor)
18. Discussion and recommendation to hire the law office of Davidson Troilo Ream & Garza, P. C. to search for City Administrator. (Lecea)
19. Discussion and **Action to not outsource** The Balcones Heights Police and Fire Dispatch Services. (Mayor)
20. Consideration and **ACTION** to consider application received from Marshall F. Hebert to serve on the Board of Adjustments and Appeals for the term of June 2024 – June 2026.
21. Consideration and **ACTION** regarding the nomination phase for the 2025 Election of Bexar Appraisal District Board of Directors. (Mayor)
22. Discussion and **ACTION** to consider the EDC Board's recommendation for a joint EDC/City Council meeting hosted by the EDC. (Perales)
23. Discussion and possible action to require that all meeting agenda items proposed by Mayor or City Council that may have possible action include supporting documentation. (CM Saenz)
24. Discussion and Action to respectfully request Councilmembers to make an extra effort to begin working together to build collaboration and make suggestions and place items on the agenda that are constructive and conducive to solving the dire financial needs of our city, helping our community, fellow citizens and promoting business community prosperity. (Mayor)
25. Department Reports and Q&A (Police Department, Fire Department, Community Development, and Economic Development & Public Affairs)

**ANNOUNCEMENTS, COMMENTS, AND REQUESTS:**

26. Announcements/Comments by Mayor and Council Members.
27. Announcements by City Administrator.

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

**EXECUTIVE SESSION:**

**RE-CONVENE IN OPEN SESSION:**

**ADJOURNMENT:**

**DECORUM REQUIRED**

**Any disruptive behavior, including shouting or derogatory statements or comments may be ruled out of order by the Presiding Officer.**

The Balcones Heights City Council reserves the right to adjourn into **executive session** at any time to discuss any of the matters listed above, as authorized by Texas Government Code § 551.071 (Consultation with Attorney) § 551.072 (Deliberations about Real Property) § 551.073 (Deliberations about Gifts and Donations) § 551.074 (Personnel Matters) § 551.076 (Deliberations about Security Devices), and § 551.086 (Economic Development)

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the bulletin board, at the Justice Center / City Hall of Balcones Heights, Texas, in a place convenient and readily accessible to the general public at all times, and said Notice was posted on the following date and time: **August 22, 2024 at 5:30 p.m.** and remained so posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

**City of Balcones Heights, Texas**

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

I certify that the attached notice and agenda of items to be considered by the City Council were removed by me from the posting window at the Justice Center on the \_\_\_\_\_.