

**MINUTES FOR THE  
FEBRUARY 10, 2025  
CITY COUNCIL MEETING**

**1. Call to Order and Recording of Quorum.**

The meeting was called to order at 4:00 p.m. and a quorum was established.

City Council Members Present

Mayor John Low

Emmy Ballantyne

Bill Mitchell

Peter Mako

Kate Lanfear

City Staff Present

City Manager William Foley

Executive Secretary Kristyn Schones

Fire Chief William Knupp

Asst. Fire Chief Justin Seibert

Police Chief Gail Baham

Asst. Police Chief Gabriel Ortiz

Director Rick Baldarrama

Attorney Richard Lindner

Others Present

Kathleen Fink

Michelle Calhoun

Jack Calhoun

Michael Carroll

Collier Bashara

Suzzie Thomas

Michael Knott

Ditto Sturchio

**2. Review/Action of minutes from: December 09, 2024, City Council meeting.**

The minutes were reviewed, Mayor Low called for a motion to approve the minutes, Mitchell motioned, Ballantyne seconded, all voted in favor, and the motion passed.

**3. Comments by Citizens.**

Jack Calhoun thanked the council for employment of staff, explained a situation where Officer Lopez saved the life of his friend, he complimented his policing skills and service to the city. He also complimented the police department. Ditto Sturchio thanked his hero, Officer Juan Lopez, Terrell Hills Police Department and all first responders.

**4. Presentation of Life Saving Award to Officer Lopez of the Police Department.**

Chief Baham stated it is our honor to serve the City of Terrell Hills residents. Mayor Low said all our first responders are well trained, second to none, thanked THPD speakers, Lopez and Chief Bahm for her leadership.

**5. Discussion/Action: Adoption of Ordinance 1548-Ordering a General Election**

Foley advised this was a standard election order, just date changes, Mayor Low called for a motion to approve ordinance 1548 ordering a general election, elections for council persons, places 3 and 4 each to serve a 2 year term, to be held the 3<sup>rd</sup> of May, 2025 designating the main early voting place for such election, provided by order and notice of such general election, designating Bexar County Elections Administrator to conduct the election, designating the polling places, designating filing deadlines, ordering notices of elections be posted and published as prescribed by law in connection with said election, providing severability clause and providing for an effective date. Mayor Low asked for a motion to approve 1548, Ballantyne motioned, Lanfear, seconded, all voted in favor, and the motion passed.

**6. Discussion/Action: On installation of temporary fencing for the prairie project at the 600 Block of Crestwood and 500 Block of Edsel Parkway at the “Y”.**

Kathleen Fink introduced herself and stated she is happy to attend her first council meeting. Kathleen stated she is working with Allison on a pocket prairie and wanted to thank the council for authorizing them to plant the wildflower seeds and native grass seed which they did a few weeks ago, she also thanked council for funding the seeds for the pocket prairie., she is asking for a temporary fence while the seedlings grow. Mayor Low asked how long the fence would be up. Kathleen stated, indefinitely, it may be a year for the grass to grow. Mayor Low stated the request is for a temporary fence and temporary is good, but cannot keep public space closed off, and he would like to make sure it does come down after the initial grow period. Fink stated that was okay and asked for a year, she also said they will take it down sooner if the grass grows. Mitchell stated he does not think it will take a year. Fink said the flowers should grow sooner; grass would probably take a year. Mitchell said look at the McNay area, probably 6 months. Mayor Low suggested they grant for 6 months and asked Fink to put in a low and discreet signage that explains why it is being fenced off. Mayor Low asked for a motion to approve the temporary fence for 6 months, with signage, if more time is needed, they can come back to the council. Mitchell motioned to approve, Mako, seconded, all in favor, and the motion passed. Foley wanted more direction, Haynes asked the city to fund the fence, is there a cap for this project? Mayor Low said this is a community project, not a city funded project.

**7. Discussion about monthly reports as submitted in the council packets.**

Mayor Low noted an incredible amount of car thefts and that he was looking for inspiration/ideas as to how to get our residents to lock their vehicles. Mitchell advised he noted the same problem and knows patrol can only do so much, he said we have done some PSA's and some of the thefts had visible items. Mayor low, asked the fire department about the new truck and if delivery was still on for the middle of the year, Knupp advised yes, the middle of the year is the estimated time of arrival. Mayor Low asked how everything in public works was going, Baldarrama advised that all is good. Foley pointed out that we are getting the building painted to use up the ARPA funds and advised that the garbage trucks are arriving next month.

**8. Adjournment**

The meeting adjourned at 4:26 p.m.

ATTEST:

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MAYOR

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SECRETARY-MANAGER