

**MINUTES FOR THE
JUNE 10, 2024
REGULAR COUNCIL MEETING**

1. Call to Order and Recording of Quorum

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

Council Members Present

Mayor John Low
Bill Mitchell
Peter Mako
Kate Lanfear

Staff Present

City Manager William Foley
Fire Chief William Knupp
Asst. Fire Chief Justin Seibert
Police Chief Gail Baham
Asst. Police Chief Gabriel Ortiz
Director Rick Baldarrama
Executive Assistant Kristyn Schones
Attorney Frank Garza

Others Present

Collier Bashara
Patrick Swearingner
Buddy Rosene
Kay Rosene
Jeremy Delahoussaye

2. Review/Action of minutes from:

a. May 7th Regular Meeting

The minutes were reviewed, Mako motioned to approve, Lanfear seconded and the May 7, 2024, meeting minutes were accepted as submitted.

3. Comments by Citizens

Collier Bashara voiced his concerns about possible changes to the permit inspection policy. He encouraged the council against adopting the proposed policy. Mayor Low asked if he had spoken to Baldarrama and then suggested he do so when Bashara replied he had not. Patrick Swearingner asked about what speeding deterrents the city can implement. Swearingner said he has noticed a lot of high-speed traffic going down Geneseo Rd and suggested a possible 25mph limit or to issue more citations. Mayor Low acknowledged the “old issue” and said most of the traffic comes from commuters going to Fort Sam Houston Army Base. Low also said that the city does use speed monitors and writes citations. Low also mentioned that traffic calming devices, such as speed bumps, are effective but also highly unpopular. Swearingner was advised to speak with Chief Baham.

**4. Discussion/Action: On an ADA compliance plan, grievance policy & action plan for the City.
Assigning Kristyn Schones as the ADA coordinator.**

Schones provided background information on the ADA requirements, the proposed grievance policy and the transition plan. Foley asked the council to accept the policies, Schones’ appointment as ADA Coordinator, and to allow city staff to oversee the transition plan solutions provided there is a monetary cap. It was decided to keep costs under \$50,000 so that TxDot does not need to be involved. Mitchell asked if we had ARPA funds to cover the costs and Foley confirmed. Foley also said if the costs are to exceed the cap, staff would come back to council for direction. Mitchell motioned to approve, Lanfear seconded and Schones was appointed as ADA Coordinator and the policies were accepted with a cap of

\$50,000.

5. **Resolution #1537 A RESOLUTION OF THE CITY COUNCIL OF TERRELL HILLS, TEXAS ADOPTING THE BEXAR COUNTY REGIONAL MULTI-HAZARD MITIGATION PLAN**
Knupp informed the council that this resolution is something that has been routinely renewed for the past 15-20 years. Knupp also told the council that there has been no change in the plan and that it will allow the city to receive funding from FEMA in the events following a natural disaster. Mako motioned to approve, Mitchell seconded, all voted in favor and the resolution passed.
6. **Ordinance #1538 - AN ORDINANCE REGARDING PERSONNEL CHANGES IN THE CITY OF TERRELL HILLS SINCE FEBRUARY 2024**
There was no discussion, Mako motioned to approve, Lanfear seconded, all voted in favor and the ordinance was passed.
7. **Ordinance #1539 – AMENDING CODE OF ORDINANCES TO INCLUDE SECTION 3.01.016 DESIGNATING THE EAGLE VETERINARY CLINIC AS THE OFFICIAL IMPOUND FACILITY OF DOGS.**
Foley introduced the ordinance as house cleaning. Foley said that the code currently has an old kennel listed and the city needs to update it to reflect the correct information. Lanfear motioned to approve, Mitchell seconded, all voted in favor and the ordinance was adopted.
8. **Discussion/Action: On increasing the amount of public funds invested in the Lone Star Investment Pool.**
Foley began by saying there was an initial cap of \$2.5 million and the returns have been averaging \$12,000 monthly. Foley said the interest rates are appearing to stay consistent and that he wanted to give the council the opportunity to revisit lifting the cap so the city can increase their investment. Mitchell said he saw the report and would like to put more money to work since the waters have been tested. Foley said he spoke to the Alamo Heights Finance Director, and he advised the city to keep a two-month operating budget and invest the rest. Mitchell motioned that the operating budget would be \$1million and the rest would be invested, Mako seconded, and all voted in favor.
9. **Discussion/Action: On Cancelling the July 8th Regular Meeting**
Mayor Low stated that the July meeting is typically canceled as long as there is nothing on the agenda. Foley confirmed that there were no pressing issues and that if one did arise, he would notify the council so they could revisit having the meeting. Mako motioned to cancel, Lanfear seconded, and all voted in favor of canceling the July meeting.
10. **Discussion from monthly reports as submitted in the council packets.**
Mako asked Baham if the noise complaints were related to barking dogs on Terrell Rd, Baham said she will look into it and get back to him. Mayor Low asked when the new fire truck would arrive, Seibert responded with as early as January to June 2025. Mayor Low asked about the generator status, Foley said he was waiting for a response and update from Richard Lindner. Lanfear asked what steps, if any, the city should take to help set up the Youth Council's 501c3. Schones responded by telling her that the city's role is to provide a helping hand with events, but the responsibility of setting up the 501c3 would be up to Ms. Holmgreen, or her designee and associates from the Youth Council. Schones offered to give the contact information of James Wilcox, from the Employee Appreciation Fund, to Ms. Holmgreen.
11. **Adjournment**
The meeting was adjourned at 4:34pm.

MAYOR

ATTEST:

SECRETARY-MANAGER