

**MINUTES FOR THE
APRIL 14, 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
Key Fey
Nicholas Kelly
David Ramirez
FD Lt. Brian Cortez
Joseph Ybarra
PD Lt. Michael Gutierrez
PD Sgt. Gilbert Martinez
FD Cpt. Cody Ashley
Attorney Frank Garza

Others Present

Russell Rincon (Bain Medina Bain)
Phil Vaughn (Armstrong Vaughn & Associates)
Collier Bashara
Patrick Swearingner

2. Review/Action of minutes from: March 10, 2025, City Council meeting.

The minutes were reviewed, Mayor Low called for a motion to approve the minutes, Mako motioned, Lanfear 2nd, all voted in favor, and the motion passed.

3. Comments by Citizens.

There were no comments.

4. Presentation/Acceptance of the Annual Financial Audit Report for Fiscal Year 2024 as presented by Phil Vaughn.

CPA Phil Vaughn presented the financial report and findings, Vaughn found no significant issues or areas of concern. Mayor Low inquired about the remaining ARPA funds, Vaughn said they have been allocated by Foley as required by the state. Vaughn suggested the city increase the Lonestar Investment funds since it is a safe investment and leave 60 days of cash in the general fund and money market accounts for operations. Mayor Low asked that increasing the investments be placed on the May City Council agenda. Mayor Low thanked Schones. Ballantyne motioned, Mako seconded, all voted in favor and the financial report was approved as submitted.

5. Discussion/Action: Acceptance of a proposal from RL Jones for the upcoming road project. Authorizing the City Manager to negotiate and execute a contract for the road project with RL Jones and SAWS.

Foley introduced the project. Rincon further explained the project details, that work was to be starting on June 16th and to have a 120-day schedule to end in October 2025. Mitchell asked about the high capital fund balance, Foley explained it was due to the SAWS delay of the road project and additional funds were added since the project was originally proposed in 2023. Mako motioned, Lanfear seconded, all voted in favor and RL Jones was awarded.

6. Discussion of monthly reports as submitted in the council packets.

Baham provided detail on a staged DUI event in Olmos Park to show the impact of drinking and driving. Mayor Low told the council that the proposed marathon was rerouted to no longer include Terrell Hills but to see how surrounding cities are impacted to prepare for next year. Baldarrama thanked the council for the new garbage trucks. Mayor Low asked if the showers were completed, and Foley confirmed. Foley reminded the council of the appreciation dinner, and that May 5th will be the next city council meeting. Mitchell asked about some problem city ordinance homes, staff confirmed that the homes were still boarded up with no issues or additional complaints from residents.

7. Adjournment

The meeting adjourned at 4:18 p.m.

ATTEST:

MAYOR

SECRETARY-MANAGER