

**MINUTES FOR THE
APRIL 13, 2026
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
Officer, Juan Lopez
Director, Rick Baldarrama
Attorney, Frank Garza

Others Present

Gil Price
Brian Tarver
Mary Ann Randolph
Anne Ivy
G. King C III
Michael Ivy
Susan Hardaway
Mary Hayden Manning
Mark Randolph
Collier Bashara
Phil Vaughan
Katherine Gainey
William J.
Cottie Miles
Kat Garza
Michael Carroll
Jessica Mitchell
Mechael Brysch

2. Review/Action of minutes from:

a. March 9th Regular Meeting

Mayor Low asked if all had read the minutes and asked if anyone had any corrections or amendments, there were none. Mayor Low asked for a motion to approve the minutes as submitted, Mitchell motioned, Mako seconded, all voted in favor, and the motion passed.

3. Comments by Citizens.

There were none.

4. Presentation/Approval: of the Annual Financial Report as presented by Phil Vaughan.

Phil Vaughan presented the results of the annual financial audit. Phil advised that the findings of the audit proved to be accurate and mentioned that his job is to report any findings of areas that the city needs to improve on of inaccuracy and that he has none to report. Phil stated that he likes the way our city runs things, with a clean general fund in which he tells all his clients to model our city. Phil discussed his highlights of our revenues, budget, reserves, and pensions and asked if anyone had any questions. There were no questions. Mayor Low thanked Phil for his association with Terrell Hills and his guiding hand in assisting with the transition of Executive City Secretary, Schones. Mayor Low commended and thanked Schones for doing an excellent job. Mayor Low asked for a motion to approve the report as submitted and discussed. Ballantyne motioned, Lanfear seconded, all voted in favor, and the motion passed.

5. Presentation: From St. David's Episcopal Church on a plan for a new religious education center.

Brian Tarver, Director of St. David's Episcopal Church, presented information regarding their current building project. Tarver stated St. David's is an accredited Episcopal School located at 913 Canterbury Hill and both the church and school have a need of additional space for their current program. Tarver advised until recently, the property had contained an older house that had been rented to college students for a number of years. Tarver continued to state that after careful consideration the church determined that retaining and upgrading an outdated structure would not be the best use long term for the property or the most responsible investment for the church and school resources, therefore, the structure has been removed and is being prepared for a new one story building that will serve the St. David's community better. Tarver stated the addition is not to add six extra classes full of students, it is to help compliment their current program and should not create additional traffic or parking impacts beyond what is currently existing. Tarver added the new building will be an improvement to the neighborhood and will complement the existing church and the surrounding neighborhood. Mayor Low thanked Tarver for his presentation. Mayor Low asked if anyone were present that would like to speak regarding the presentation. There were none. Frank Burney asked Mayor Low if he could ask all in the room for a show of hands of those in favor of this project. Mayor Low advised, yes. Mr. Burney asked all that were in favor for a show of hands. The majority raised their hands. Mayor Low asked if there were any opposing, there were no hands. Mayor Low thanked all for coming in.

6. Executive Session: Council will convene into executive session to discuss the legal interpretation of zoning law and possible claim per Texas Government Code § 551.071 (Consultation with Attorney).

Mayor Low read the agenda item. Executive session began at 4:15 p.m. Executive session ended at 4:30 p.m.

7. Discussion/Action: matters discussed in executive session.

Mayor Low advised there was discussion, no action taken.

8. Discussion/Action: On closing Crestwood Park at night.

a. Ordinance #1561 – AN ORDINANCE AMENDING CITY OF TERRELL HILLS CODE OF ORDINANCES CHAPTER 8, OFFENSES AND ADDITIONAL PROVISIONS BY ADOPTING ARTICLE 8 PARKS REGULATIONS;

Baham advised due to complaints from residents regarding after-hours use of the park it was deemed necessary to task Attorney Garza with amending the hours of use to the city's ordinance #1561. Attorney Garza directed council to notice in the ordinance he provided the hours of operation and in addition he added standard rules that most municipal parks have that are typical of this type of ordinance. Garza stated this is a policy decision for council's consideration and advised can look at and decide today or consult and bring back to May's meeting. Mayor Low asked Baham about activity in the past requiring police in the park. Baham advised that in the last four years there have been seven incidents. Foley spoke about concerns and complaints from the adjacent resident and mentioned suggestions that the resident had made were to install a fence to assist as a sound barrier or to close the park. Foley stated an ordinance listing hours of operation would allow the police department to enforce those hours. Discussion continued regarding hours that were drafted by Garza, signage for posting rules with QR code. Mayor Low tabled to the May meeting for Garza to redraw the ordinance listing Dawn till Dusk for Crestwood Park.

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

Mayor Low asked Baham about the bike event that is coming up. Baham stated Bike/E-Bike safety event is this Saturday a reminder will be sent out on Wednesday. Baham advised there will be hot dogs, Gatorade, water, and prizes. Mayor Low asked if there were any questions for the Police Department or Fire, there were none.

10. Adjournment

Mayor Low advised no further business and adjourned the meeting at 4:40 p.m.

ATTEST:

MAYOR

SECRETARY-MANAGER