

**MINUTES FOR THE
AUGUST 10, 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
Lt. Michael Guttierrez
Director, Rick Baldarrama
Attorney, Frank Garza

Others Present

BJ Bealor
Rick Schimpff
Clif Douglas
Julian Casillas
Boo Hausser
Meghan Flicek
Julian Davis
Karen Dlugosz
Steve Marion
Rita Schimpff
Skip Schimpff
Jessica Mitchell
Michael Carroll

2. Review/Action of minutes from:
a. June 8th 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, Mako motioned, Ballantyne seconded, all voted in favor, and the motion passed.

3. Comments by Citizens.

Mayor Low asked if there was anyone present who would like to speak. Meghan Flicek stood, introduced herself and stated she would like to ask council to temporarily pause the city's license plate reader program and described her view of the uses of our program. Mayor Low thanked Flicek for the presentation she gave and recommended Flicek to meet with Chief Baham to go over our adopted policy as there are parts of the presentation that do not adequately describe our system.

Mayor Low asked if there was anyone else who would like to speak. Rick Schimpff stood and introduced himself and inquired as to what the white stripes at the stop signs are for and advised these are flaking up and are covered with sand, water, and gravel. Schimpff stated he felt this was a waste of the city's money. Schimpff also stated the speed monitoring signs are a problem. Schimpff stated these are flashing into the night into their bedrooms and advising they do not work all the time. Schimpff asked why we have these signs and if these are rented as he wants to know their purpose, advising he feels that someone may hit one of them and sue the city. Schimpff also stated that in reference to the previous citizens' comments, license plate readers in other cities are being taken down and feels that they are a problem and are not maintained. Schimpff stated he wants to know why the money was spent on them and wants council to cut back on spending. Mayor Low thanked Mr. Schimpff for coming in and addressing the council.

Mayor Low asked if there was anyone else who would like to speak. There were no others, Mayor Low closed the comments by citizens.

4. Discussion/Action: On amending Terrell Hills Code of Ordinances 712.0 with ordinance 1564:

AN ORDINANCE OF THE CITY OF TERRELL HILLS, TEXAS, AMENDING CHAPTER 4 "BUILDING REGULATIONS," OF THE CODE OF ORDINANCES, BY AMENDING THE CITY'S TECHNICAL CODE AMENDMENT OF THE INTERNATIONAL PLUMBING CODE BY ALLOWING LIFT STATIONS FOR SEWER PURPOSES

Mayor Low read the agenda item and asked Schones to present. Schones stated this is an ordinance to amend our current building code because the code does not currently allow sewer

lift stations and this was brought to our attention recently as we had to deny a permit due to the current code. Schones introduced BJ Bealor from BB Inspections and Baldarrama to provide insight on the sewer lift stations.

BJ advised that our technical amendments are where the permit is not allowed. BJ explained if the tap is higher than the plumbing then the only way you can get your sewage is to install the forced sewer, also known as a sewer lift station and because these are prohibited, permitting is not allowed. BJ stated that the hope is to get the code amended to allow the lift stations.

Attorney Garza advised that the city adopted the international plumbing code and noted that cities can adopt amendments to the code. Garza stated that the plumbing code does allow but our technical amendments prohibit these. Garza stated this is a request to remove our prohibition from our amendment to the plumbing code. Garza explained that the language to the amendment would need to include that the permits for the lift stations would only be permitted if it was proven that the elevation is not there and gravity will not allow another option.

Discussion continued regarding the equipment and maintenance to the lift stations and that the responsibility would be the homeowners. Concerns regarding whether an annual inspection would be required and who would be responsible for those inspections were discussed by the council. Foley asked BJ how many cities he operates under, BJ advised thirty. Foley asked BJ if in the thirty cities he operates are there any annual inspections for lift stations, BJ advised no. Mitchell asked BJ if the process of pulling the permit would require pulling more than one permit. BJ advised one permit and that two to three additional inspections would be required with the installation of a lift station and that he would need to revise plumbing permit inspection requirements for those permits and there would be additional costs.

Mayor Low asked if there were any other questions or further discussion. There were none. Mayor low asked for a motion to approve ordinance 1564. Mako motioned, Lanfear seconded, all voted in favor, and the motion passed.

5. Discussion/Action: Budget Amendment for Crestwood Park shade addition.

Mayor Low read the agenda item. Schones stated earlier this year a child sustained burns from the slide and that the city placed warning signs as a preventative measure throughout the park in both English and Spanish. Schones stated that Baldarrama had obtained quotes for additional shades and should the city approve the shades the budget would need to be amended as this was not budgeted for. Schones advised we have 3.8 million in capital projects currently, Baldarrama will present the three quotes that were submitted in the packets, and staff needs the board to decide if they would like to amend this year's budget or allocate funds for the 2027 budget. Baldarrama stated Play Well, Shade Pro and Texas Custom Exteriors were those that provided quotes. Baldarrama stated that getting the shade coverage needed would require extra posts to be installed and that the posts are the bulk of the costs. Baldarrama explained the options provided

in the quotes. Discussion continued and Mayor Low advised that given the injury and to prevent further, he would like to get this done this budget year and would like the council to consider approving. Mayor Low confirmed with Baldarrama that the proposal to correct the slide shade using the existing columns would be most cost effective, Baldarrama advised, yes. Mayor Low also confirmed with Baldarrama that structurally the existing columns would support the slide shade, Baldarrama advised yes, and that Texas Custom Exteriors had already confirmed. Mako inquired about whether there would be standing water on the shade or if the shade was to be sloped to run off. Baldarrama advised he believed they were sloped and that the water would permeate through. A citizen asked what the costs would be. Baldarrama advised \$7,800.00 for one color or \$9,720.00 for two colors. Mayor Low stated he would like council to approve a single sail using the current posts to correct the shade over the slide to prevent future burns. Mako asked if for a single color or double. Ballantyne advised she thought a single color and Mayor Low agreed. Mayor Low advised Schones that the approval was for the single sail, \$7,800.00, no new posts. Mayor Low confirmed with Foley that he has the authority to get the shade installed prior to September meeting. Mayor Low asked for a motion to bring the expense of the installation back to the council in September as a budget amendment to the 2026 budget. Mako motioned, Ballantyne seconded, all voted in favor, and the motion passed.

6. Approval on Action Required under Texas Govt. Code 2254, for City of Terrell Hills to provide a Written Statement and Finding of the Need for Specialized Contingent Fee Legal Services for the Collection of Delinquent Property Taxes.

Mayor Low read the agenda item. Schones explained that our revenue comes from our property taxes and delinquent taxes are a part of that revenue source. Schones advised that per the Texas Government Code, 2254 we must have a written statement that establishes our need to outsource the collection of delinquent property taxes, and the need is based off resources such as time and costs. Schones advised we currently use Linebarger and Linebarger's fees are not costing the city as they get their fees from the percentage that they collect vs. our paying our private attorney hourly rates to do these services for us. Mayor Low advised we have outsourced the collections since he has been on council, it is efficient and frees staff to do other things. Mayor Low asked if there were any questions or discussion about the need to outsource. There were none. Mayor Low asked for a motion to approve the agenda item. Mitchell motioned, Mako seconded, all voted in favor and the motion passed.

7. Approval of Contingent Fee Agreement with Linebarger Goggan Blair & Samson LLP for the Collection of Delinquent Property Taxes for the City of Terrell Hills

Mayor Low introduced Clif Douglas, Douglas stated he has been a resident of Terrell Hills for thirty years and spoke of his time with the firm. Douglas advised the City of Terrell Hills

retained their services in 1981 for the collection of delinquent taxes at no cost to the city and their fees are paid by the delinquent taxpayer. Douglas introduced his partner, Julian Casillas. Casillas stated he has represented the City of Terrell Hills for the last eight years and advised he manages the litigation process for Bexar County and goes to court on behalf of the city, helps with taxpayer questions and is the liaison to the tax office and the city. Casillas stated that they are asking to extend their existing contract. Mayor Low asked Garza if he had been over the agreement. Garza advised, yes and wanted to point out that the process is outlined in the tax code and advised we are following that process. Mayor Low stated that the contract has been approved and pointed out that we have had a wonderful working relationship with the firm. Mayor Low asked if there were any questions about the agreement that Garza approved, the arrangement or engagement of the Linebarger firm. There were none. Mayor Low asked for a motion to approve the contingency agreement with Linebarger Goggan Blair & Samson LLP for the collection of delinquent property taxes for the City of Terrell Hills. Ballantyne motioned, Lanfear seconded, all voted in favor and the motion passed.

8. Discussion/Approval: Declaring the intent to adopt an Ad Valorem tax rate that will not exceed the voter approval tax rate of .378167 and setting a date, location, and time for a public hearing if necessary.

Mayor Low read the agenda item. Schones presented the item advising that this is to declare that we will not be raising the rate past what is allowed for a voter approval rate without having to go to an election. Schones stated that the number has not been set as we are still in the budgeting process and stated we will not be going above the rate of .378167, the rate will be at this rate or below. Schones advised the next meeting will be September 14, 2026, and is a public hearing to discuss the budget and tax rate in depth. Schones reminded council this would be a roll call vote. Mayor Low stated that earlier today council met for a pre budget workshop to discuss what the projected revenue would be from tax income and advised that eighty-nine percent of our revenues come from property taxes. Mayor Low stated that according to the numbers in Bexar Cad we will have between eighteen and nineteen million dollars less in property tax valuations. Mayor Low stated that the valuations went down from last year so there will be a decrease in property tax revenue. Mayor Low advised the purpose of the meeting today is to set a maximum rate that we cannot exceed and mentioned that once the budget is worked along with other demands for city funds then there will be a series of public hearings to discuss the rate that we are going to adopt and that the public is welcome to attend. Mayor Low asked if there were any questions or further discussion. There were none. Mayor Low asked for a motion to adopt an ad valorem tax rate that will not exceed the voter approval tax rate of .378167 per hundred dollars valuation and setting a date, location, and time for a public hearing. Ballantyne motioned, Mako seconded. Mayor Low asked Ms. Lanfear how do you vote, Aye, Mr. Mako, Aye, Mr. Mitchell, Aye, Ms. Ballantyne, Aye and Mayor Low, Aye.

9. Discussion/Action: Approval of Ordinance 1565: AN ORDINANCE REGARDING PERSONNEL CHANGES IN THE CITY OF TERRELL HILLS SINCE MARCH 2026

Mayor Low read the agenda item. Schones advised that this is general housekeeping of those hired and those no longer with us. Mayor Low asked for a motion to approve ordinance 1565. Lanfear motioned, Ballantyne seconded, all voted in favor and the motion passed.

10. Discussion: Monthly reports as submitted in the council packets.

Mayor Low advised there are two months of reports from the departments and asked if anyone had any questions or if any department heads had anything they would like to address with the council. There were no questions or any discussions from staff. Mr. Schimpff inquired if it was possible to review the proposed budget prior to approval. Foley advised yes, the draft budget will be posted on our website and told Schimpff if he would like to send him an email he will send a copy. Schimpff questioned if the draft was a finished budget. Foley advised the draft is the proposed budget for council to approve. Schimpff asked if there could be changes to the proposed budget. Garza advised there could be and stated that the draft is based on the input received by the council. Foley advised Schimpff he could be present at the meeting that approves the budget and any changes will be detailed in his presence. Foley stated the posted draft would be on the website November 2nd and final approval will be on December 14, 2026.

11. Adjournment

Mayor Low thanked all for coming and adjourned the meeting at 4:45 p.m.

MAYOR

ATTEST:

SECRETARY-MANAGER