

**MINUTES FOR THE
MARCH 09, 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

Executive Secretary, Kristyn Schones

Fire Chief, William Knupp

Asst. Fire Chief, Justin Seibert

Police Chief, Gail Baham

Sergeant, Joseph Ybarra

Director, Rick Baldarrama

Attorney, Frank Garza

Others Present

Charles Williams

Jim Williams

Greg Youngs

2. Review/Action of minutes from:

a. February 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, Mako motioned, Ballantyne seconded, all voted in favor, and the motion passed.

- 3. Comments by Citizens.** Greg Youngs stood, introduced himself and spoke of his concerns with permitting and the permitting processes regarding St. David's Church. Jimmy Williams and his son Charles Williams, with Troop 809, introduced themselves and advised their purpose of attending was due to Charles Williams earning a badge from his Troop for attending the meeting. There were no other comments.

4. Discussion/Action: Adoption of Ordinances 1559 Cancelling the General Election & 1560 Personnel Ordinance

a)Ordinance #1559:

DECLARING THE UNOPPOSED CANDIDATES FOR THE POSITIONS OF MAYOR, COUNCILMEMBER PLACE 1 AND COUNCILMEMBER PLACE 2 TO BE ELECTED, CANCELING THE GENERAL ELECTION SCHEDULED FOR MAY 2, 2026 AND PROVIDING FOR THE NECESSARY POSTING OF THIS ORDINANCE; REPEALING

**ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH;
PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE**

Schones explained this year was an election year and gave the filing period dates to be on the ballot were from January 14th through February 13th and due to the candidates for Mayor and councilmembers, places 1 and 2 being unopposed the election need be cancelled. Mayor Low asked if there was any discussion regarding the ordinance or the necessity for it, there was none. Mayor Low asked for a motion to approve ordinance #1559 as submitted, Ballantyne motioned, Lanfear seconded, all voted in favor, and the motion passed.

**b) Ordinance #1560:
AN ORDINANCE REGARDING PERSONNEL CHANGES IN THE CITY OF
TERRELL HILLS SINCE MAY 2025**

Schones advised this is a general housekeeping ordinance for promotions or people who have left the city. Mayor Low asked for a motion to approve ordinance #1560 as submitted, Mitchell motioned, Mako seconded, all voted in favor, and the motion passed.

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

Mayor Low asked if there were any questions to the departments regarding their submitted reports. There was discussion with Chief Baham regarding automobile break-ins. Baham advised Detective Ybarra was able to get good prints and expedited the prints to Bexar County. Baham said they are awaiting the results. Discussion continued regarding the LPR cam detecting the stolen vehicle used but did not detect the facial recognition of occupants of the vehicle as it should, nor did it send an alert but did give a time of occurrence. Baldarrama advised all is good in his department. Council advised Knupp that they like the new reporting program. Knupp stated the new program made a transition from the old national database and has more in-depth information that he really likes. Knupp also spoke of the new thermal imaging cameras that all in his department now wear, and they have good heat signatures of every firefighter and Knupp continued by explaining how the imaging cameras worked. Mayor Low asked Schones how all was with city hall, Schones advised, everything is great and stated the Fiscal Audit took place last week and we passed. Mayor Low congratulated Schones and asked if there was any other discussion, there was none.

6. Adjournment

Mayor Low advised no further business and adjourned the meeting at 4:18 p.m.

ATTEST:

MAYOR

SECRETARY-MANAGER