

**MINUTES FOR THE
SEPTEMBER 08, 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 Via Zoom
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 Siebert
Police Chief Gail Baham
Lieutenant Michael Gutierrez
Director Rick Baldarrama
Attorney Frank Garza

Others Present

None

2. Review/Action of minutes from:

- a. August 11th Budget Workshop**
- b. August 11th Regular Meeting**

The minutes were reviewed, 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.

There were none.

4. Discussion: Finalizing the Ad Valorem Tax Rate of 0.357994 per 100\$ of valuation, which exceeds the no-new-revenue rate.

Foley addressed the August budget meeting concern advising the discussion to go with the voter approved rate and in years past and going halfway. Foley stated the numbers submitted show that the halfway mark between the Voter Approved Tax Rate and last year's rate will accomplish the budget goal with a 4.5% COLA. All agreed and had no questions or concerns.

5. Public Hearing: Declaring the intent to adopt an Ad Valorem tax rate of 0.357994 per \$100 of valuation, which exceeds the no-new-revenue rate.

Mayor Low opened the public hearing at 4:03 p.m. Due to only staff and council being present, Mayor closed the public hearing at 4:04 p.m.

6. **Discussion/Action: Declaring the intent to adopt an Ad Valorem tax rate of .357994.**
a. **Ordinance #1552 APPROVING THE TAX ROLLS FOR THE TAXABLE YEAR 2025 AND LEVYING AN AD VALOREM TAX RATE FOR THE SUPPORT OF THE CITY GOVERNMENT OF THE CITY OF TERRELL HILLS**

Mayor Low asked if there were any questions or discussion regarding the agenda item. There were none. Mayor Low advised this is a roll call for votes. Mayor Low asked for a motion to approve ordinance #1552. Mitchell motioned, Lanfear seconded. Mayor Low called the roll of each council member asking how they vote. Lanfear voted "Aye", Mr. Mako voted "Aye", Mr. Mitchell voted "Aye", Ms. Ballantyne voted "Aye", and the Mayor Low voted "Aye" as well. Mayor Low advised Ordinance # 1552 was approved.

7. **Discussion/Action: Resolution #1553 DESIGNATION OF PROCESS FOR OPEN RECORDS**

Schones introduced the ordinance and informed the council of the new legislation requirements. Mayor Low asked if anyone needed to discuss resolution # 1553. There were none. Mayor Low asked for a motion to adopt resolution #1553. Mako motioned to approve, and Ballantyne seconded, all voted in favor and the motion passed.

8. **Discussion: Monthly reports as submitted in the council packets.**

Mayor Low asked if there were any questions regarding the reports. There were none. Mayor Low discussed Assistant Chief Ortiz graduating from the FBI National Academy. Low said it is a wonderful day for Chief Ortiz as well as our city. Foley updated council on proposals for a landscape architect and advised he has received two quotes, one for \$14,500.00 and another for \$14,000.00. Foley stated that we will decide next week. There was discussion regarding National Night Out being October 7th. Mayor Low advised the next council meeting and Budget workshop will be on Tuesday, October 14, 2025. Foley advised he will send out the reminders.

9. **Adjournment**

The meeting adjourned at 4:09 p.m.

ATTEST:

MAYOR

SECRETARY-MANAGER