

CITY OF CASTLE HILLS
REGULAR CITY COUNCIL MEETING
MINUTES OF FEBRUARY 9, 2010

The City Council of the City of Castle Hills convened at 6:00 p.m. on the 9th day of February, 2010, in the Council Chambers of the City of Castle Hills, 209 Lemonwood Drive, Castle Hills, Texas.

The attendance roster included Bill Martin, LaVerne Japhet, Susana Rios, William Beuhler, Ezra Sanchez, Joe Sanchez, Susan and David Kilgore, Jean Buerschinger, William and Helen Schluter, Dan O'Brien, Sandy Lowe, Ramiro Estrada, Marianne Huizar, Leif Zars, Bernie Wright, Deborah F. Fraser, Pat Butler, Bev Rollins, Richard Szecsy, John Squire, M. Heridia, N. Huizar, Patricia Garza, Ambrose G., John Bohuslav, Gilbert R. Cruz, and Brother William Dooling.

I. OPENING

- A. QUORUM - Present and composing a quorum of the City Council were Mayor Marcy Harper, Steve McGuire, Tom Davis, Douglas Gregory, Marcella Huff, and Bruce Smiley-Kaliff.

Staff present was Interim City Manager Rita Hoyl, City Secretary Linda Gill, City Attorney Michael S. Brennan, Police Chief Donny Davis, Fire Chief Jerry Riedel, and Public Works Director Rick Harada.

- B. INVOCATION – Bill Martin

- C. PLEDGE OF ALLEGIANCE – LaVerne Japhet

- D. CONSIDER AND ACT ON THE MINUTES OF THE SPECIAL CITY COUNCIL MEETING HELD JANUARY 12, 2010.

Motion: Councilman McGuire moved to approve the minutes of the special city council meeting held January 12, 2010. Councilman Davis seconded the motion. The motion passed unanimously.

- E. CONSIDER AND ACT ON THE MINUTES OF THE CITY COUNCIL MEETING HELD JANUARY 12, 2010.

Motion: Council member Huff moved to approve the minutes of the city council meeting held January 12, 2010. Councilman Davis seconded the motion. The motion passed unanimously.

- F. CONSIDER AND ACT ON THE MINUTES OF THE SPECIAL CITY COUNCIL MEETING HELD JANUARY 20, 2010.

Motion: Council member Huff moved to approve the minutes of the special city council meeting held January 20, 2010. Councilman McGuire seconded the motion. The motion passed unanimously.

G. CONSIDER AND ACT ON THE TREASURER'S REPORT FOR THE MONTH OF JANUARY, 2010.

Motion: Council member Gregory moved to approve the Treasurer's Report for the month of January, 2010. Council member Huff seconded the motion. The motion passed unanimously.

II. ANNOUNCEMENTS

Councilman Gregory announced that the city newsletter is late. He asked that council members get their articles in on time so that the newsletter can be sent out on time.

III. CITIZENS TO BE HEARD

Marianne Huizar of 109 Twinleaf gave an update on the upcoming Fiesta Castle Hills. She said that there are 53 entries in the parade. The next meeting will be Saturday, February 20th at 9:00 a.m. in the Commons. Ms. Huizar said that she is looking for advertising.

Councilman Smiley-Kaliff of 247 Fox Hall Lane said that he attended the last Fiesta Castle Hills meeting. He announced that he and Councilman Davis will be riding in a golf cart in the parade, and he invited other council members to join them.

REPORTS

- Interim City Manager Rita Hoyl gave the January, 2010, Investment Report, Building and Health Inspections Report, the Code Enforcement Activity Report, and the Municipal Court Activity Report. She said that the treasury note that just came due was placed in a Certificate of Deposit until April, when it will be reinvested in a 5 year Treasury Inflation Protected Securities bond.

Ms. Hoyl gave an update on the proposed internship program. She said two resumes had been received through University of Texas at San Antonio, and she had contacted St. Mary's University and San Antonio College.

- Police Chief Donny Davis reported on the January, 2010, Police Activity and STEP program.
- Fire Chief Jerry Riedel presented the January, 2010, Fire Incident and Activity Report.
- Public Works Director Harada gave the January, 2010, Activity Report for Public Works.

IV. OLD BUSINESS -None

V. NEW BUSINESS

- A. CONSIDER AND ACT UPON ACCEPTING A PROPOSAL FOR AUDIT SERVICES FROM ARMSTRONG, VAUGHAN, & ASSOCIATES, P.C. TO CONDUCT A FY 2009 ANNUAL CITY AUDIT AND AUTHORIZING THE INTERIM CITY MANAGER TO SIGN AN ENGAGEMENT LETTER.

Council member Smiley-Kaliff recused himself from discussion due to a conflict of interest. Ms. Hoyl said that, after interviewing three different firms, she recommended Armstrong Vaughan, & Associates due to the firm's experience with cities. She said the audit fee fit the city's budget, and the firm will also provide accounting support and advice when needed throughout the year. Ms. Hoyl introduced Deborah Fraser, CPA from Armstrong, Vaughan, & Associates, P.C.

Motion: Councilman Gregory moved to accept the proposal for audit services from Armstrong, Vaughan, & Associates. Council member McGuire seconded the motion. The motion passed with a unanimous vote.

- B. CONSIDER AND ACT UPON AN ORDINANCE APPROVING A MUNICIPAL MAINTENANCE AGREEMENT BETWEEN THE STATE OF TEXAS (TxDOT) AND CITY OF CASTLE HILLS FOR THE MAINTENANCE, CONTROL, SUPERVISION, AND REGULATIONS OF CERTAIN HIGHWAYS AND/OR PORTIONS OF STATE HIGHWAYS IN THE CITY OF CASTLE HILLS AND AUTHORIZATION FOR THE INTERIM CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE STATE OF TEXAS ON BEHALF OF THE CITY OF CASTLE HILLS.

Ms. Hoyl introduced Mr. John Bohuslav from TxDOT, who explained what the agreement will cover. He indicated that, under state law, TxDOT has to enter into an agreement regarding roads that go through municipalities. Mr. Bohuslav said the agreement defines responsibilities and is standard with respect to interstate highways and municipalities. The agreement will cover Northwest Military Highway from the Castle Hills city limits to IH 410 at Tamworth and at Ivywood, and IH 410 inside the Castle Hills city limits westbound and eastbound. He said that mowing along the frontage roads will be reduced to a cycle of three times per year rather than five, as in the past, due to state budget cutbacks. He said that, if the city wants to do maintenance on the frontage roads, TxDOT wants a letter of notification beforehand.

Motion: Council member Smiley-Kaliff moved to adopt an ordinance approving a Municipal Maintenance Agreement between the State of Texas (TxDOT) and City of Castle Hills for the maintenance, control, supervision, and regulations of certain state highways an/or portions of

state highways in the City of Castle Hills and authorization for the Interim City Manager to execute an agreement with the State of Texas on behalf of the City of Castle Hills. The motion was seconded by council member Huff. The motion carried with a vote of 4 to 1. Councilman Gregory cast the opposing vote. The ordinance as passed and approved is captioned as follows:

ORDINANCE NO. 1048

AN ORDINANCE APPROVING THE MUNICIPAL MAINTENANCE AGREEMENT BETWEEN THE STATE OF TEXAS AND THE CITY OF CASTLE HILLS FOR THE MAINTENANCE, CONTROL, SUPERVISION, AND REGULATION OF CERTAIN STATE HIGHWAYS AND/OR PORTIONS OF STATE HIGHWAYS IN THE CITY OF CASTLE HILLS AND PROVIDING FOR THE EXECUTION OF SAID AGREEMENT; AND DECLARING AN EMERGENCY

(A copy of Ordinance No. 1048 is attached and made a part of the minutes.)

- C. CONSIDER AND ACT UPON APPROVAL OF A REPLAT FOR 104 N. MANTON LANE, BLOCK 10, LOTS 11 & 12.

Mayor Harper postponed Item C until the March council meeting.

- D. DISCUSSION ON CHANGING THE BEGINNING TIME OF REGULARLY SCHEDULED CITY COUNCIL MEETINGS.

Council member Huff opened discussion by stating that people have mentioned to her that they are unable to attend council meetings because they start too early. She suggested that the council consider starting them at 6:30 p.m. Councilman Davis agreed that 6:30 would be a good time, and Councilman Smiley-Kaliff recommended they try it. Councilman Gregory indicated that he had no preference. No action was taken.

VIII. ADJOURNMENT

Mayor Harper adjourned the meeting at 7:05 p.m.

These minutes were approved on the 9th day of March, 2010.

APPROVED:

Marcy Harper, Mayor

ATTEST:

Linda Gill, City Secretary